



Town of Newmarket **AGENDA**

Committee of the Whole

Monday, May 8, 2017 at 1:30 PM

Council Chambers

Addendum Items Included

Additions & Corrections to the Agenda

Note: Additional items to this Agenda are shown under the Addendum header.

Declarations of Pecuniary Interest

Presentations & Recognitions

1. The Licensing Officer to address the Committee with a PowerPoint Presentation entitled "Restricted Area for Driving Schools and Instructors."

Note: This item is related to Item 22 of the agenda. See Item 31 for the presentation.

Deputations

2. Ms. Christina Herancourt to address the Committee regarding Protect Historic Paddytown.

Note: See Item 32 for the presentation.

Consent Items

3. Community Services - Commissioner and Newmarket Public Library Joint Report 2017-07 dated April 13, 2017 regarding Library Facility Needs Assessment.

Page 1

1. That Community Services - Public Library Joint Report # 2017 - 07 dated April 13, 2017 regarding a library facility needs assessment be received and the following recommendation be adopted:

a. That Council approve the commissioning of a consultant study on Library facility needs using existing funding as identified.

4. Development and Infrastructure Services Report - Engineering Services 2017-16 dated March 27, 2017 regarding Traffic By-law Update - Schedule III (Stop Signs).

Page 6

1. That Development and Infrastructure Services Report - Engineering Services 2017-16 dated March 27, 2017 entitled 'Traffic By-law Update - Schedule III (Stop Signs)' be received and the following recommendations be adopted:

- a. That Appendix A attached to this report be adopted; and,
- b. That the necessary By-law be prepared and submitted to Council for approval.

5. Development and Infrastructure Services Report - Engineering Services 2017-17 dated April 26, 2017 regarding Low Impact Development and Stormwater Management Policy.

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1. That Development and Infrastructure Services Report – Engineering Services 2017-17 dated April 26, 2017, entitled “Low Impact Development and Stormwater Management Policy” be received and the following recommendation be adopted:

- a. That the Policy as outlined in Appendix A be adopted for use starting May 16th, 2017.

6. Development and Infrastructure Services - Planning and Building Services - Planning Report 2017-11 dated May 8, 2017 regarding Zoning By-law Amendment Application. (Mangoni Holdings Inc - 106 Main Street South).

Page 27

1. That Development and Infrastructure Services/Planning and Building Services Report 2017-11 dated May 8, 2017 regarding Application for Zoning By-law Amendment be received and the following recommendations be adopted:

- a. That the Application for Zoning By-law Amendment as submitted by Mangoni Holdings Inc., for lands Municipally known as 106 Main Street South be referred to a public meeting; and,
- b. That following the public meeting, issues identified in this Report, together with comments from the public, Committee, and those received through the agency and departmental circulation of the application, be addressed by staff in a comprehensive report to the Committee of the Whole, if required; and,
- c. That Brad Rogers of Groundswell Urban Planners Inc., 30 West Beaver Creek Road, Unit 109, Richmond Hill, L4B 3K1, be informed of this decision.

7. Development and Infrastructure Services Report - Planning and Building Services 2017-16 dated May 8, 2017 regarding Application for Official Plan and Zoning By-law Amendment. (400 Park Avenue -King George School, 405/407 Botsford Street)

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1. That Development and Infrastructure Services/Planning and Building Services Report 2017-16 dated May 8, 2017 regarding Application for Official Plan Amendment and Zoning By-law amendment be received and the following recommendations be adopted:

- a. That the Application for Official Plan Amendment and Zoning By-law amendment as submitted by Rose Park Avenue for lands Municipally known as 400 Park Avenue, 405 and 407 Botsford Street be approved and

that staff be directed to prepare the necessary Official Plan and Zoning By-Law Amendments; and,

b. That Lucila Sandoval, Groundswell Planning, 30 West Beaver Creek, Richmond Hill, ON L4B 3K1 be notified of this action.

8. Development and Infrastructure Services Report - Planning Services 2017-03 dated May 8, 2017 regarding Servicing Allocation Policy Update. **Page 55**

1. That Development and Infrastructure Services Report - Planning and Building Services 2017-03 dated May 8, 2017 regarding the Town of Newmarket Servicing Allocation Policy be received and the following recommendations be adopted:

a. That the draft amended Servicing Allocation Policy for the Town of Newmarket contained in Attachment 1 to Report 2017-03 be received; and,

b. That staff be directed to circulate the draft amended Servicing Allocation Policy as contained in Attachment 1 to Report 2017-03 to York Region and the development industry for review and comment for a period of 14 days; and,

c. That staff report back to a future Committee of the Whole meeting with the final recommendation an updated Servicing Allocation Policy for Council's approval.

9. Development and Infrastructure Services Report - Planning and Building Services 2017-12 dated May 8, 2017 regarding 2017 Servicing Allocation Review. **Page 63**

1. That Development & Infrastructure Services/Planning & Building Services Report 2017-12 dated May 8, 2017 regarding the 2017 Servicing Allocation Review be received and the following recommendations be adopted:

a. That all previously-distributed servicing capacity be re-instated; and,

b. That allocation be granted to Marianneville in the amount of 3 detached dwellings (10 people) to complete Phase 2 as a result of the York Region District School Board releasing the school site in the approved draft plan of subdivision; and,

c. That the Town continues to hold the balance of its unassigned and uncommitted servicing capacity (1668 people, with a minimum of 455 people to be directed to the Centres and Corridors) in a strategic reserve.

10. Corporate Services Report - Financial Services 2017-18 dated April 19, 2017 regarding 2017 Reserves and Reserve Funds Budget. **Page 68**

1. That Corporate Services Report - Financial Services – 2017-18 dated April 19, 2017 regarding 2017 Reserves and Reserve Funds Budget be received and the following recommendation be adopted:

a. That the projected revenues for the 2017 Reserves and Reserve Funds Budget, as set out in the attachment, be approved.

11. Joint Community Services Report - Recreation and Culture Services and Corporate Services Report - Financial Services 2017-06 dated April 26, 2017 regarding Artificial Turf Field - Request for Additional Funding. **Page 81**
1. That the Joint Community Services – Recreation & Culture and Corporate Services – Financial Services Report # 2017-06 dated April 26, 2017 regarding a request for additional funding for construction of an Artificial Turf Field in partnership with the York Region District School (YRDSB) be received and the following recommendations be adopted:
- a. That Council approve additional funding with an upset limit of \$250,000, to be funded completely from Development Charges, for the purpose of construction of an artificial turf field in partnership with York Region District School Board.
12. Newmarket Public Library Board Meeting Minutes of February 15, 2017. **Page 84**
1. That the Newmarket Public Library Board Meeting Minutes of February 15, 2017 be received.
13. Heritage Newmarket Advisory Committee Meeting Minutes of March 7, 2017. **Page 87**
1. That the Heritage Newmarket Advisory Committee Meeting Minutes of March 7, 2017 be received.
14. Main Street District Business Improvement Area Board of Management Meeting Minutes of March 21, 2017. **Page 93**
1. That the Main Street District Business Improvement Area Board of Management Meeting Minutes of March 21, 2017 be received.
15. Newmarket Downtown Development Committee Meeting Minutes of February 1, 2017. **Page 100**
1. That the Newmarket Downtown Development Committee Meeting Minutes of February 1, 2017 be received.
16. Correspondence dated November 28, 2016 from Ms. Karen Beaulieu, Fundraising Specialist, Canadian Cancer Society requesting an exemption from the Noise By-law (2004-94) for the 2017 Relay for Life Event from 7:00 PM to 11:00 PM on June 23, 2017 at Pickering College. **Page 105**
1. That the correspondence dated November 28, 2016 from Ms. Karen Beaulieu, Fundraising Specialist, Canadian Cancer Society requesting an exemption from the Noise By-law (2004-94, as amended) for the 2017 Relay for Life Event from 7:00 PM to 11:00 PM on June 23, 2017 be received; and,
2. That the Canadian Cancer Society Relay for Life event be exempted from the Noise Bylaw (2004-94, as amended) from 7:00 PM to 11:00 PM on June 23, 2017 at Pickering College.

17. Proclamation request from Dipika Damerla, Minister of Senior Affairs dated April 2017 requesting the Town of Newmarket Council proclaim June, 2017 as "Seniors' Month." **Page 106**
1. That the proclamation request from the Minister of Senior Affairs dated April 2017 be received; and,
 2. That the Town of Newmarket proclaim June 1 to June 30, 2017 as "Seniors' Month"; and,
 3. That the "Seniors' Month" proclamation be advertised in the Town Page advertisement and on the Town's website.
18. Proclamation request from Mr. Jacob Gal, Development & Communications, York Pride Festival dated April 12, 2017, requesting the Town of Newmarket Council to proclaim June 9 to 18, 2017 as "Pride Week." **Page 108**
1. That proclamation request by Mr. Jacob Gal dated April 12, 2017 be received; and,
 2. That the Town of Newmarket Council proclaim June 9 to 18, 2017 as "Pride Week"; and
 3. That the "Pride Week" proclamation be advertised in the Town Page advertisement and on the Town's website.
19. Proclamation request from Representatives of the Newmarket Masonic Temple dated April 4, 2017 requesting the Town of Newmarket Council to proclaim June 3, 2017 as "Freemasons' Day." **Page 110**
1. That the proclamation request from representatives of the Newmarket Masonic Temple be received; and,
 2. That the Town of Newmarket proclaim June 3, 2017 as "Freemasons' Day"; and,
 3. That the "Freemasons' Day" proclamation be advertised in the Town Page advertisement and on the Town's website.
20. Proclamation request from Mr. David Kempton dated March 20, 2017, requesting the Town of Newmarket Council to proclaim May 29 to June 30 as "Cycle Month in Newmarket." **Page 111**
1. That the proclamation request from Mr. David Kempton dated March 20, 2017 be received; and,
 2. That the Town of Newmarket Council proclaim May 29 to June 30, 2017 as "Cycle Month in Newmarket"; and,
 3. That the "Cycle Month in Newmarket" proclamation be advertised in the Town page advertisement and on the Town's website.

21. List of Outstanding Matters.

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1. That the List of Outstanding Matters be received.

Action Items

22. Corporate Services Report - Legislative Services 2017-07 dated April 27, 2017 regarding Restricted Area for Driving Schools and Instructors.

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1. That Corporate Services Report - Services 2017-17 dated April 27, 2017 regarding "Restricted Area for Driving Schools and Instructors" be received; and,
2. That Council provide direction regarding the Options contained in this report.

Reports by Regional Representatives

Notices of Motion

Motions

23. Councillor Bisanz:

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1. That staff be directed to prepare an information document that can be provided to residents in the vicinity of new construction sites, the purpose of which is to advise and to communicate to the residents, the various activities, potential impacts, and expected timelines associated with each phase of construction, from site clearing through to house construction; and,
2. That developers, through their consulting engineers, be required to ensure that residents, and the relevant Ward Councillor, in adjacent areas receive advance written notice of construction events to take place, so that they can be better informed and prepared for any disruption that may occur as a result.

Closed Session (if required)

New Business

Public Hearing Matters (7:00 PM)

24. Development and Infrastructure Services Report - Planning and Building Services 2016-42 and related Council Extract, Public Meeting Notice regarding Application for Official Plan and Zoning By-law Amendments - 751 and 757 Gorham Street.

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Addendum (Additions and Corrections)

25. Joint CAO/Commissioners, Corporate Services Report - Financial Services 2017-29 dated May 4, 2017 regarding the 2018 Budget Process and Target Update. **Page 149**
1. That Joint CAO/Commissioners, Corporate Services Report - Financial Services 2017-29 dated May 4, 2017 regarding the 2018 Budget Process and Target Update be received and the following recommendations be adopted:
- a. That the preliminary draft budget be prepared using the budget directives set out in this report; and,
 - b. That the proposed strategic theme, Council priorities and budget focus be adopted; and,
 - c. That the 2018 public engagement plan for the 2018 budget be approved.
26. Development and Infrastructure Services Report - Engineering Services Information Report 2017-15 regarding 2017 Newmarket East-West Bikeway PIC Report. **Page 173**
- Councillor Kwapis requested this item be added to the agenda.
1. That the Operational Leadership Team recommends to receive the report for information.
27. PowerPoint Presentation by the Director of Engineering Services regarding 2017 Newmarket East-West Bikeway PIC Report.
- Note: Staff will provide a presentation on this matter.
28. Deputation by Ms. Nancy Fish on behalf of her neighbours regarding the East/West Bike Path. **Page 177**
- Note: This item is related to Item 26 of the agenda.
29. Deputation by Ms. Paula Hambrook regarding Bike Lanes on Millard - Removal of Street Parking. **Page 178**
- Note: This item is related to Item 26 of the agenda.
30. Deputation by Mr. Dave Beatty regarding proposed east/west bike route through Newmarket. **Page 179**
- Note: This item is related to Item 26 of the agenda.
31. PowerPoint presentation entitled "DriveTest Centre." **Page 180**
- Note: This item is related to Item 1 of the agenda.
32. PowerPoint Presentation entitled "Protect Historic Paddytown" **Page 198**

Note: This item is related to Item 2 of the agenda.

33. Deputation by Ms. Ann Campbell regarding King George Development

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Note: This item is related to Item 7 of the agenda.

34. Correction: Item 16 - Requested Exemption from Noise By-law for Relay for Life Event.

Agenda references "7:00 PM to 11:00 PM" - should read "7:00 PM to 1:00 AM"

Adjournment



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April 13, 2017

**COMMUNITY SERVICES – Commissioner
NEWMARKET PUBLIC LIBRARY
JOINT REPORT – 2017- 07**

TO: Committee of the Whole

CC: Newmarket Public Library Board

SUBJECT: Library facility needs assessment

ORIGIN: Commissioner, Community Services
CEO, Newmarket Public Library

RECOMMENDATION

THAT Community Services – Newmarket Public Library Joint Report # 2017 - 07 dated April 13, 2017 regarding a library facility needs assessment be received and the following recommendation(s) be adopted:

THAT Council approve the commissioning of a consultant study on Library facility needs using existing funding as identified.

SUMMARY

Purpose

The purpose of this report is to propose next steps following the prior Council/Library Board workshop as well as outline opportunities arising from a recent Peer Comparison Report on the Newmarket Public Library as they relate to future library service options.

Budget Impact

The Library Board has already allocated up to \$50,000 from capital reserves to pay for a facility options study, pending direction from Council.

Summary

The Library Board and Council are urged to give direction and affirm support for a study of future Library facilities options, to build on momentum created by grant and development opportunities.

BACKGROUND

At a joint Board-Council workshop held on June 15, 2016, to present options, locations and opportunities for expanding total library space to the community, staff suggested next steps, including retaining a consultant to fully explore future Library facility needs and make recommendations as to future actions including potential locations. By completing a study, the Town and the Library will be in a better 'readiness' position for future infrastructure funding from other levels of government and in advance of any future development charges review.

The Library Board originally approved funding for such a study on September 7, 2016, by allocating a portion of a capital reserve for Alternative Service Delivery that was originally envisioned to explore other ways of delivering library service to the community, including a parking study. The Board approved the allocation pending an indication of Council's willingness to support the study.

In December 2016, the Library contracted with the Federation of Ontario Public Libraries (FOPL) to produce a custom Peer Comparison Report using data from the Ministry of Tourism, Culture, and Sport. The Ministry collects the data through the Annual Survey of Public Libraries, and recently released the 2012-2014 data as part of an Open Data initiative. The Library chose a group of 16 of NPL's peers, representing similar population range and geographic region, with special emphasis on economic comparators and those with a single location.

COMMENTS

It is recommended that a consultant be retained in order to explore future Newmarket Public Library (NPL) facility needs and make recommendations as to future actions including potential locations. As per the workshop, these locations are likely to be centred largely on the urban development corridors along Yonge St and Davis Dr., but may include other opportunities that arise in consultations including within the downtown core. A new municipal presence along the corridor would be a further spark to enhance residential and office development and would benefit from enhanced profile/awareness across the community and be more accessible given it would be directly on a rapid transit corridor.

In sum and consistent with discussions at the workshop, it would be intended that the consultant concentrate on the preferred option of maintaining a single central library (as opposed to branch operations), likely in a different location than the current constrained site.

The proposed library facility needs assessment would better prepare Council and the Library Board with a collective focus on future library services.

It is proposed that the specific scope of the library future needs assessment would include but not be limited to:

- Appropriate size (square footage) based on population current and future population trends;
- Scope of services and defined role of library services in overall community services continuum;
- Capital and future operating cost considerations and projections (building on the current Town/NPL Board Library Efficiency Study currently underway);
- Site and property considerations of both current site and future potential sites;
- Various development/operating models (e.g. included within a new vertical development project, stand-alone facility, long term lease vs condominium vs municipal ownership of land and/or facility, etc)
- Potential capital funding options

Conducting a study as proposed also helps a 'readiness' position for Council in advance of a future development charges study review.

Specific to the Peer Comparison Report using data from the Ministry of Tourism, Culture, and Sport it is worth noting that:

- NPL rates 15th out of 17 comparators on expenditures per capita. By comparison, the top three libraries in terms of total output measures in the study invest approximately 35% - 70% more in library services than NPL.
- NPL rates 17th out of 17 comparators in terms of library service points per capita. In other words, Newmarket has the largest population per library branch across all the 17 comparators.

ANALYSIS

In response to the Peer Comparison Report's findings, and to build on the momentum for improved library facilities, the Library and the Town are working collaboratively on a number of initiatives:

- Ongoing growth/expansion of joint marketing and advertising programs and cross programming between the OTH and the NPL. In addition, continued integration of the NPL in all Town of Newmarket Recreation and Culture Program Guides (distributed to every household three times per year).

- An efficiencies review of Library operations is about to begin aimed at ensuring that Library support operations are adequately and efficiently provided for, especially with a view to potential future expanded facilities. This study will also explore any possible expanded integration of NPL support services with Town services (e.g. finance, information technology, communications, etc). This review will also be considered in light of the possibility of a future joint facility in a Town or privately-owned building.

BUSINESS PLAN AND STRATEGIC PLAN LINKAGES

Living Balanced

- Arts, culture, entertainment and heritage preservation
- Youth and seniors' facilities and programs
- Increased accessibility for persons with disabilities

Well Equipped and Managed

- Service excellence
- Clear vision of the future and aligned corporate/business plans
- Efficient management of capital assets and municipal services to meet existing and future operational demands

Economic Development/Jobs

- Creating a strategy for vibrant and liveable corridors along Davis Drive and Yonge Street
- Supporting innovative projects and partnerships with various sectors

Enhanced Recreational Opportunities

- Enhancing our recreational and community facilities

Efficiency / Financial Management

- Ensuring effective and efficient services

CONSULTATION

This report has been reviewed by the staff of both the Community Services Commission and the Library.

BUDGET IMPACT

Operating Budget

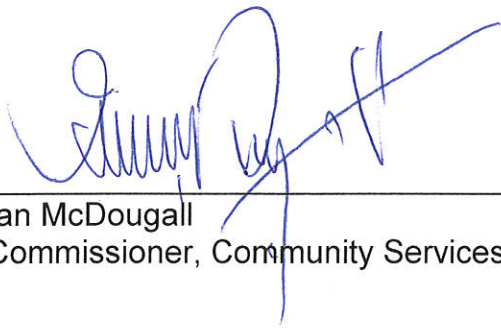
Future operating budgets will likely be impacted by expanded library service, pending operational efficiency review.

Capital Budget

The Library Board has allocated up to \$50,000 in existing capital reserves for the purpose of this study, pending Council approval.

CONTACT

For more information on this report, contact: Ian McDougall at 905-953-5300 x2441 or Todd Kyle at x4670.



Ian McDougall
Commissioner, Community Services



Todd Kyle
CEO, Newmarket Public Library

March 27, 2017

**DEVELOPMENT & INFRASTRUCTURE SERVICES REPORT
ENGINEERING SERVICES 2017 - 16**

TO: Committee of the Whole

SUBJECT: Traffic Bylaw Update – Schedule III (Stop Signs)

ORIGIN: Director, Engineering Services

RECOMMENDATIONS

THAT Development and Infrastructure Services Report – ES 2017-16 dated March 27, 2017 entitled “Traffic Bylaw Update – Schedule III (Stop Signs)” be received and the following recommendations be adopted:

- 1. THAT Appendix A attached to the report, be adopted; and,**
- 2. AND THAT the necessary By-law be prepared and submitted to Council for approval.**

COMMENTS

This is a housekeeping amendment to the Traffic Bylaw (Bylaw No. 2011-24, as amended). Appendix A indicates the changes to Schedule III which pertains to stop signs. No new stops are being added or deleted, and all locations have existing signage. Appendix A corrects some inconsistencies in Schedule III, and reflects some of the newer stop locations that have been approved since the last major review in 2011.

Therefore, it is recommended that Appendix A be adopted.

PUBLIC CONSULTATION

This is purely a housekeeping exercise. No public consultation was undertaken or required in the preparation of this report.

BUSINESS PLAN AND STRATEGIC PLAN LINKAGES

- Well-planned and connected...strategically planning for the future to improve information access and enhance travel to, from and within Newmarket.

HUMAN RESOURCE CONSIDERATIONS

No impact on current staffing levels.

IMPACT ON BUDGET

Operating Budget (Current and Future)

No impact on the Operating Budget.


Capital Budget

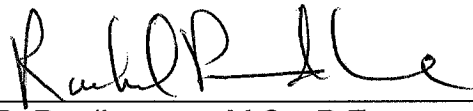
No impact on the Capital Budget.


CONTACT

For more information on this report, please contact Mark Kryzanowski at 905-895-5193 extension 2508; mkryzanowski@newmarket.ca.

Prepared by:


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

APPENDIX A

A BY-LAW TO AMEND BY-LAW 2011-24, AS AMENDED, BEING A BY-LAW TO REGULATE TRAFFIC WITHIN THE TOWN OF NEWMARKET.

(Schedule III – Stop Signs)

WHEREAS it is deemed necessary to amend By-law 2011-24, as amended being a by-law to regulate traffic within the Town of Newmarket.

THEREFORE BE IT ENACTED by the Council of the Corporation of the Town of Newmarket as follows:

- 1. THAT Schedule III (Stop Signs) of the Traffic Bylaw 2011-24, as amended, be amended by deleting the following:**

Ainsworth Drive at Bondi Avenue and at Mulock Crt	1 way	Northbound on Ainsworth Drive
Alfred Smith Way at Woodspring Avenue	1 way	Westbound on Alfred Smith Way
Atkins Drive at Blencowe Crescent	1 way	Northbound on Atkins Drive
Austinpaul Drive/Jordanray Blvd at Doubletree Lane	4 way	Westbound on Austinpaul Dr
Bob Gapp Drive at Atkins Drive	2 way	Northbound on Bob Gapp Drive
Blackhall Crescent (east arm) at Veterans Way	2 way	Northbound on Blackhall Crescent
Blackhall Crescent (east arm) at Veterans Way	2 way	Northbound on Blackhall Crescent
Blencowe Crescent (south arm) at Atkins Drive	1 way	Westbound on Blencowe Cres
Blencowe Crescent at Memorial Circle	1 way	Westbound on Blencowe Cres
Caldwell Street at Ashton Road	1 way	Eastbound on Ashton Road
Carlson Drive at Gorham Street	1 way	Southbound on Carlson Drive
Dawson Manor Drive at Alfred Smith Way	1 way	Southbound on Dawson Manor Dr
Denise Cir. (Sarn) (east and west) at Denise Cir.	1 way	Eastbound on Denise Cir
Doubletree Lane at Austinpaul Drive	4 way	Southbound on Doubletree Lane
Doubletree Lane at Jordanray Boulevard	4 way	Northbound on Doubletree Lane
Ernest Cousins Circle at Grainger Trail	1 way	Eastbound on Ernest Cousins Cir
Ernest Cousins Circle at Poppy Lane	1 way	Southbound on Ernest Cousins Cir
Ernest Cousins Circle at Veterans Way	2 way	Southbound on Ernest Cousins Cir
Eves Court at Herbcairn Avenue	1 way	Eastbound on Eves Court
Ford Wilson Boulevard at Woodspring Avenue	1 way	Northbound on Ford Wilson Blvd
George Richardson Park Parking Lot	1-way	Westbound on parking lot
Gilpin Drive (N arm) at	4 way	Eastbound on Gilpin Drive

Woodspring/Bonshaw		
Goodyear Crescent, (N arm) at College Manor Dr.	1 way	Westbound at Goodyear Cres
Goodyear Crescent, (S arm) at College Manor Dr.	1 way	Westbound at Goodyear Cres
Gorham Street at Harry Walker Parkway	1 way	Eastbound on Gorham Street
Goring Circle at Grainger Trail	1 way	Eastbound on Goring Cir
Goring Circle at Veterans Way	2 way	Southbound on Goring Cir
Greig Circle (N arm) at College Manor	1 way	Eastbound on Greig Cir
Greig Circle (S arm) at College Manor	1 way	Eastbound on Greig Cir
Kingston Road at Malton Road	3 way	Eastbound on Kingston Road
Kingston Road at Malton Road	3 way	Westbound on Kingston Road
Knapton Drive at Alfred Smith Way	1 way	Northbound on Knapton Drive
Kwapis Boulevard at Gilpin Drive	1 way	Northbound on Kwapis Boulevard
London Rd at Main Street North Diversion	1 way	Eastbound on London Road
Malton Road at Kingston Road	3 way	Southbound on Malton Road
Marble Place at Bonshaw Avenue	2 way	Northbound on Bonshaw Avenue
Market Square at Botsford Street	1 way	Westbound on Market Square
Market Square at Botsford Street	1 way	northbound on Market Square
McCaffrey Road at Keith Avenue	3 way	Northbound on McCaffrey Road
McCaffrey Road at Keith Avenue	3 way	Southbound on McCaffrey Road
McTavish Drive at Bob Gapp Drive	2 way	Southbound on McTavish Drive
McTavish Drive at Blencowe Crescent	1 way	Northbound on McTavish Drive
Pine Street at Lydia Street	1 way	Eastbound on Lydia Street
Ralston Crescent at Sherman Brock Circle	1 way	Eastbound on Ralston Crescent
Ralston Crescent at Sherman Brock Circle	1 way	Eastbound on Ralston Crescent
Rannie Road at Clearmeadow Blvd	2 way	Southbound on Rannie Road
Rannie Road at McCaffrey Road	1 way	Northbound on Rannie Road
Shortreed Terrace at Atkins Drive	1 way	Northbound on Shortreed Terrace
Shuffles Crescent (E arm) at Atkins Drive	1 way	Northbound on Shuffles Crescent
Shuffles Crescent (W arm) at Atkins Drive	1 way	Northbound on Shuffles Crescent
Shuffles Crescent (N arm) at Quick Street	1 way	Eastbound on Shuffles Crescent
Stellar Drive at Harry Walker Parkway	2 way	Westbound on Stellar Drive
Stellar Drive at Harry Walker Parkway	2 way	Eastbound on Stellar Drive
Warby Trail at Poppy Lane	1 way	Northbound on Warby Trail
William Booth Avenue at Woodspring Avenue	1 way	Northbound on William Booth Ave
Woodspring Avenue at Bonshaw/Gilpin Ave.	4 way	Northbound on Woodspring Ave
Woodspring Avenue at Gilpin Ave	4 way	Southbound on Woodspring Ave

2. AND THAT Schedule III (Stop Signs) of the Traffic Bylaw 2011-24, as amended, be amended by adding the following:

Ainsworth Drive at Bondi Ave	1 way	Northbound on Ainsworth Drive
Ainsworth Drive at Mulock Court	1 way	Southbound on Ainsworth Drive
Alfred Smith Way at Knapton Drive	2 way	Eastbound on Alfred Smith Way
Alfred Smith Way at Knapton Drive	2 way	Westbound on Alfred Smith Way
Alfred Smith Way at Matthew Boyd Cres	2 way	Eastbound on Alfred Smith Way
Alfred Smith Way at Matthew Boyd Cres	2 way	Westbound on Alfred Smith Way
Alfred Smith Way at Woodspring Ave	3 way	Westbound on Alfred Smith Way
Art Westlake Ave at McCron Cres	1 way	Eastbound on Art Westlake Ave
Aspenwood Drive at Roadhouse Blvd	1 way	Westbound on Aspenwood Drive
Aspenwood Drive at Woodspring Ave	4 way	Eastbound on Aspenwood Drive
Aspenwood Drive at Woodspring Ave	4 way	Westbound on Aspenwood Drive
Aspenwood Drive at Woodspring Ave	4 way	Northbound on Woodspring Ave
Aspenwood Drive at Woodspring Ave	4 way	Southbound on Woodspring Ave
Atkins Drive at Blencowe Cres (north arm)	1 way	Northbound on Atkins Drive
Atkins Drive at Bob Gapp Drive	2 way	Eastbound on Atkins Drive
Atkins Drive at Bob Gapp Drive	2 way	Southbound on Atkins Drive
Bahen Crt at Wilbur Pipher Cir	1 way	Southbound on Bahen Crt
Blackhall Cres/Ernest Cousins Cir at Veterans Way	2 way	Northbound on Blackhall Cres
Blackhall Cres/Goring Cir at Veterans Way	2 way	Northbound on Blackhall Cres
Blencowe Crescent (south arm) at Atkins Drive	1 way	Westbound on Blencowe Cres
Blencowe Crescent at Memorial Circle	1 way	Westbound on Blencowe Cres
Bob Scott Crt at Foxcroft Blvd (west arm)	1 way	Westbound on Bob Scott Crt
Bonshaw Ave at Gilpin Drive	1 way	Westbound on Bonshaw Ave
Bulmer Cres at Carlissa Run (east arm)	1 way	Southbound on Bulmer Cres
Caldwell Street at Ashton Road	1 way	Eastbound on Caldwell Street
Carlissa Run at Bulmer Cres (west arm)	1 way	Westbound on Carlissa Run
Carlissa Run/Chilcott Cres at Ford Wilson Blvd	4 way	Eastbound on Carlissa Run
Cheryl Mews Blvd at Ford Wilson Blvd	1 way	Eastbound on Cheryl Mews Blvd
Clearmeadow Blvd at Rannie Rd/Jordanray Blvd	4 way	Eastbound on Clearmeadow Blvd
Clearmeadow Blvd at Rannie Rd/Jordanray Blvd	4 way	Westbound on Clearmeadow Blvd
Cliff Gunn Rd at Cheryl Mews Blvd	1 way	Northbound on Cliff Gunn Rd
Cliff Gunn Rd/Williamson Family Hollow at Carlissa Run	2 way	Southbound on Cliff Gunn Rd
Cliff Gunn Rd/Williamson Family Hollow at Carlissa Run	2 way	Northbound on Williamson Family Hollow
Clifford Perry Pl at Elvidge Trail (north arm)	1 way	westbound on Clifford Perry Pl
Concession St at Queen St	1 way	Northbound on Concession St

Crusader Way at Carlson Drive	1 way	Eastbound on Crusader Way
D'Arcy St at Lorne Ave	1 way	Westbound on D'Arcy St
Dawson Manor Drive at Alfred Smith Way	1 way	westbound on Dawson Manor Drive
Denise Cir at Denise Cir (south arm)	1 way	Eastbound on Denise Cir
Doubletree Lane at Jordanray Boulevard/Austinpaul Drive	4 way	Northbound on Doubletree Lane
Doubletree Lane at Jordanray Boulevard/Austinpaul Drive	4 way	Southbound on Doubletree Lane
Doug Duncan Drive at west parking lot entrance	1 way	Westbound on Doug Duncan Drive
Elvidge Trail at Clifford Perry Pl (south arm)	1 way	Southbound on Elvidge Trail
Emma Broadbent Crt at Aspenwood Drive	1 way	Southbound on Emma Broadbent Crt
Ernest Cousins Cir at Grainger Trail	2 way	Eastbound on Ernest Cousins Cir
Ernest Cousins Cir at Grainger Trail	2 way	Northbound on Ernest Cousins Cir
Ernest Cousins Cir at Harden Trail	1 way	Southbound on Ernest Cousins Cir
Ernest Cousins Cir at Poppy Lane	2 way	Westbound on Ernest Cousins Cir
Ernest Cousins Cir/Blackhall Cres at Veterans Way	2 way	Southbound on Ernest Cousins Cir
Ford Wilson Blvd at Carlissa Run/Chilcott Cres	4 way	Southbound on Ford Wilson Blvd
Ford Wilson Blvd at Carlissa Run/Chilcott Cres	4 way	Northbound on Ford Wilson Blvd
Foxcroft Blvd at Bob Scott Crt (east arm)	1 way	Southbound on Foxcroft Blvd
Frank Hempen Crt at Wilbur Pipher Cir	1 way	Southbound on Frank Hempen Crt
Fred Hagan Crt at Gorham St	1 way	Northbound on Fred Hagan Crt
Frederick Curran Lane at Art W Ave	1 way	Eastbound on Frederick Curran Lane
Gilpin Drive at Roadhouse Blvd	1 way	Northbound on Gilpin Drive
Goodyear Crescent (N arm)/Greig Circle at College Manor Dr.	2 way	Westbound at Goodyear Cres
Goodyear Crescent (S arm)/Greig Circle at College Manor Dr.	2 way	Westbound at Goodyear Cres
Gord Clelland Gate at Sloss Crt	1 way	Northbound on Gord Clelland Gate
Gord Clelland Gate at Woodspring Ave	1 way	Southbound on Gord Clelland Gate
Goring Cir at Grainger Trail	2 way	Eastbound on Goring Cir
Goring Cir at Grainger Trail	2 way	Northbound on Goring Cir
Goring Cir at Harden Trail	1 way	Southbound on Goring Cir
Goring Cir/Blackhall Cres at Veterans Way	2 way	Southbound on Goring Cir

Grainger Trail at Sherman Brock Cir (south arm)	1 way	Westbound on Grainger Trail
Greig Circle (N arm)/Goodyear Crescent at College Manor Dr.	2 way	Eastbound on Greig Cir
Greig Circle (S arm)/Goodyear Crescent at College Manor Dr.	2 way	Eastbound on Greig Cir
Harden Trail at Memorial Cir	1 way	Westbound on Harden Trail
Harden Trail at Sherman Brock Cir (north arm)	1 way	Westbound on Harden Trail
Hilton Byrne Crt at Wilbur Pipher Cir	1 way	Southbound on Hilton Byrne Crt
Hopper Lane at Cheryl Mews Blvd	1 way	Northbound on Hopper Lane
Hopper Lane at Cliff Gunn Rd	1 way	Southbound on Hopper Lane
Huron Heights Drive/Waratah Ave at Wayne Drive	3 way	Northbound on Huron Heights
Huron Heights Drive/Waratah Ave at Wayne Drive	3 way	Southbound on Waratah Ave
Jeff Smith Crt at Gorham St	1 way	Northbound on Jeff Smith Crt
Karl Rose Trail at Art W Ave	1 way	Eastbound on Karl Rose Trail
Karl Rose Trail at Ray Snow Blvd	1 way	Southbound on Karl Rose Trail
Ken Bishop Way at Cheryl Mews Blvd	1 way	Northbound on Ken Bishop Way
Ken Bishop Way/Ross Patrick Cres at Carlissa Run	2 way	Southbound on Ken Bishop Way
Ken Bishop Way/Ross Patrick Cres at Carlissa Run	2 way	Northbound on Ross Patrick Cres
Knapton Drive at Alfred Smith Way	3 way	Northbound on Knapton Drive
Kwapis Blvd at Bonshaw Ave	2 way	Southbound on Kwapis Blvd
Kwapis Blvd at Bonshaw Ave	2 way	Northbound on Kwapis Blvd
Kwapis Blvd at Roadhouse Blvd	1 way	Westbound on Kwapis Blvd
Laker Crt at Prest Way	1 way	Eastbound on Laker Crt
Longford Drive at Gwillimbury Rd	3 way	Northbound on Longford Drive
Longford Drive at Gwillimbury Rd	3 way	Southbound on Longford Drive
Luck Crt at Prest Way	1 way	Eastbound on Luck Crt
Mae Brooks Drive at Cheryl Mews Blvd	1 way	Northbound on Mae Brooks Drive
Mae Brooks Drive/Ross Patrick Cres at Carlissa Run	2 way	Southbound on Mae Brooks Drive
Mae Brooks Drive/Ross Patrick Cres at Carlissa Run	2 way	Northbound on Ross Patrick Cres
Malton Road at Kingston Road	1 way	Southbound on Malton Road
Marble Place at Bonshaw Avenue	2 way	Northbound on Marble Place
McCaffrey Rd at Rannie Rd	3 way	Eastbound on McCaffrey Rd
McCaffrey Rd at Rannie Rd	3 way	Westbound on McCaffrey Rd
McCaffrey Road at Keith Avenue	3 way	Eastbound on McCaffrey Road
McCaffrey Road at Keith Avenue	3 way	Westbound on McCaffrey Road
McGregor Farm Trail at Sykes Blvd	1 way	Southbound on McGregor Farm Trail
McTavish Drive at Blencowe Cres	1 way	Northbound on McTavish Drive
McTavish Drive at Bob Gapp Drive	2 way	Southbound on McTavish Drive
Mee Pl at Grainger Trail	1 way	Southbound on Mee Pl
Nicholson Drive at Harry Walker	1 way	Eastbound on Nicholson Drive

Parkway		
Penn Ave at Penn Ave	1 way	Northbound on Penn Ave
Penrose St at Kent Drive	1 way	Eastbound on Penrose St
Prest Way at Clifford Perry Pl	1 way	Southbound on Prest Way
Prest Way at Elvidge Trail	1 way	Eastbound on Prest Way
Quaker Trail at Quaker Trail (east arm)	1 way	Southbound on Quaker Trail
Quick St at Atkins Drive	1 way	Northbound on Quick St
Ralston Crescent at Sherman Brock Circle (north arm)	1 way	Eastbound on Ralston Crescent
Ralston Crescent at Sherman Brock Circle (south arm)	1 way	Eastbound on Ralston Crescent
Rannie Rd at Rita's Ave/Tom Taylor Cres	4 way	Southbound on Rannie Rd
Rannie Rd at Rita's Ave/Tom Taylor Cres	4 way	Northbound on Rannie Rd
Rannie Road at Clearmeadow Blvd	4 way	Southbound on Rannie Road
Rannie Road at McCaffrey Road	3 way	Northbound on Rannie Road
Ray Snow Blvd at Art W Ave	1 way	Eastbound on Ray Snow Blvd
Ray Snow Blvd at Woodspring Ave	1 way	Southbound on Ray Snow Blvd
Roadhouse Blvd at Emma Broadbent Ct	1 way	Northbound on Roadhouse Blvd
Roadhouse Blvd at Kwapis Blvd	1 way	Eastbound on Roadhouse Blvd
Sherman Brock Cir at Cenotaph Blvd	2 way	Southbound on Sherman Brock Cir
Sherman Brock Cir at Harden Trail	1 way	Southbound on Sherman Brock Cir
Shortreed Terrace at Bob Gapp Drive	1 way	Westbound on Shortreed Terrace
Stellar Drive at Harry Walker Parkway	1 way	Eastbound on Stellar Drive
Stuffles Cres at Atkins Drive	1 way	Northbound on Stuffles Cres
Stuffles Cres (north arm) at Quick St	1 way	Eastbound on Stuffles Cres
Sweetwater Cres at McGregor Farm Trail (east arm)	1 way	Southbound on Sweetwater Cres
Sweetwater Cres at McGregor Farm Trail (west arm)	1 way	Southbound on Sweetwater Cres
Veterans Way at Memorial Cir	3 way	Eastbound on Veterans Way
Victoria St at Botsford St	2 way	Southbound on Victoria St
Warby Trail/Wilbur Pipher Cir at Poppy Lane	2 way	Northbound on Warby Trail
Wilbur Pipher Cir at Grainger Trail	1 way	Eastbound on Wilbur Pipher Cir
Wilbur Pipher Cir at Poppy Lane	2 way	Westbound on Wilbur Pipher Cir
William Dunn Cres at William Dunn Cres (west arm)	1 way	Northbound on William Dunn Cres
Williamson Family Hollow at Carlissa Run (west arm)	1 way	Northbound on Williamson Family Hollow
Woodspring Ave at William Booth Ave	3 way	Northbound on Woodspring Ave
Woodspring Ave at William Booth Ave	3 way	Southbound on Woodspring Ave
Woodspring Avenue at Bonshaw Avenue	4 way	Southbound on Woodspring Ave
Woodspring Avenue at Bonshaw Avenue	4 way	Northbound on Woodspring Ave

Yarfield Cres at McGregor Farm Trail (east arm)	1 way	Southbound on Yarfield Cres
Yarfield Cres at McGregor Farm Trail (west arm)	1 way	Southbound on Yarfield Cres



DEVELOPMENT AND INFRASTRUCTURE SERVICES – ENGINEERING SERVICES
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April 26, 2017

**DEVELOPMENT AND INFRASTRUCTURE SERVICES REPORT
ENGINEERING SERVICES 2017-17**

TO: Committee of the Whole
SUBJECT: Low Impact Development and Stormwater Management Policy
ORIGIN: Director, Engineering Services

RECOMMENDATIONS

THAT Development and Infrastructure Services Report – Engineering Services 2017-17 dated April 26, 2017, entitled “Low Impact Development and Stormwater Management Policy” be received and the following recommendation be adopted:

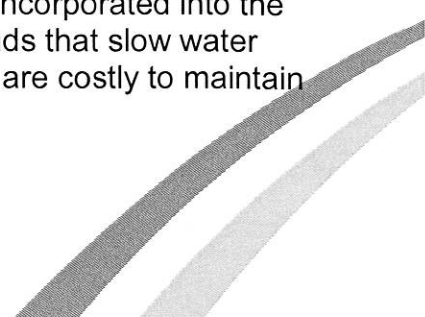
- 1. THAT the Policy as outlined in Appendix A be adopted for use starting May 16th, 2017.**

BACKGROUND

Climate change poses many challenges, including those related to the more intense storm events that have been witnessed in recent years. Such events increase the risk of flooding and they place additional demands on the Town's stormwater system and the natural environment.

In the past, before stormwater management was introduced, run-off was sent directly into natural watercourses without any quantity or quality controls. The objective was to move water away from developed areas as quickly as possible. However, newer best practices to address the effects of climate change involve the use of Low Impact Development (LID) solutions that provide stormwater quantity and quality control measures either at the source where the water falls, or along the conveyance (or pipe) system, or at the discharge (or end-of-pipe) point.

Many of the more established areas of Newmarket are at risk of experiencing flooding because they were built before stormwater control measures or LID solutions were incorporated into the designs. Newer developments typically have stormwater management ponds that slow water down and treat stormwater runoff by settling out the sediments. But ponds are costly to maintain and, without proper maintenance, they will not function properly.



As lands in Newmarket are developed or redeveloped, there is an opportunity to apply newer technology and best practices in stormwater management that should not be missed. New developments generally cause a marked increase in new hard surface areas from larger rooftops and parking lots, thereby creating more overland flow of stormwater and less infiltration back into the ground. Therefore, LID solutions and other best practices become even more important.

In 2014, the Lake Simcoe Region Conservation Authority (LSRCA) created a Stormwater Management Technical Working Group comprised of representatives from the Building Industry and Land Development Association (BILD), private engineering consulting firms, the Ministry of the Environment and Climate Change (MOECC), post-secondary institutions and Municipalities in the Lake Simcoe Watershed, including Newmarket. The main goal of this Working Group was to develop a sample bylaw and technical guidelines to act as models for Municipalities to use to implement their own bylaws and policies that would support stormwater management alternatives to combat the effects of climate change.

In the fall of 2016, the LSRCA received a consensus across the watershed from all parties (public and private) to bring into effect their new stormwater design guidelines. The guidelines provide for:

1. Better site design, which involves preserving natural areas, reducing impervious surfaces and encouraging onsite management of stormwater runoff at the source;
2. Stormwater quantity control targets to capture, retain and treat the first 25mm of each rainfall event;
3. Stormwater quality control targets;
4. Groundwater recharge requirements.

Currently, the MOECC is also in the process of developing Low Impact Design (LID) Guidelines, which will include stormwater runoff capture and retention targets similar to those that are now required by the LSRCA. The MOECC plans to finalize and release its guidelines for the summer of 2017.

In addition to LSRCA and MOECC guidelines, numerous other policies and guidelines exist which address stormwater management, including;

- Lake Simcoe Protection Plan (LSPP)
- Source Water Protection Plan (SWPP) – Region of York
- Provincial Policy Statement 2014
- Town of Newmarket Engineering Design Standards
- Town of Newmarket Official Plan
- Town of Newmarket Urban Centres Secondary Plan
- Town of Newmarket Site Alteration Bylaw
- Town of Newmarket Comprehensive Stormwater Management Master Plan
- Town of Newmarket Stormwater Management Charge and Credit Program

In order to lead by example, the Town has been implementing many of the best practices and LID solutions in its own capital projects. In 2016, an LID Demonstration Project was completed on Forest Glen Road. On this project, there are no traditional storm sewers and all stormwater drainage is captured through bioswales and raingardens. Furthermore, a directive has been sent to all capital projects staff to look for opportunities to implement LID solutions at the design stage on all capital projects before traditional storm sewers are even considered.

The Town's engineering development review staff has been encouraging developers to incorporate LID and best practices for stormwater management in their development and redevelopment applications. Although many developers have graciously complied with our requests, there is still some resistance from others, and it is difficult to compel developers to comply without having a policy endorsed by Council.

With the changing legislative landscape and the stormwater challenges the Town currently faces, a Low Impact Development and Stormwater Management Policy for Newmarket is greatly needed. The objectives of the policy are:

1. To build a resilient community to minimize the impacts of climate change on residents and businesses;
2. To make certain that the practices which take place within the Town are aligned with the policies, guidelines, sub-watershed plans, requirements and legislation of organizations such as the LSRCA and the MOECC;
3. To protect our natural environment and fresh water resources by restoring natural drainage capacity and maintaining the natural hydrological cycle through the use of Best Management Practices (BMP's), including Low Impact Development (LID);
4. To relieve pressure on the Town's stormwater infrastructure and the funding required to maintain it;
5. To create standards and requirements for new development and redevelopment applications in the Town.

The Town's new policy aligns with LSRCA's "Stormwater Technical Guidelines for Stormwater Management Submissions". This includes meeting the targets and implementing the design practices that are outlined in the LSRCA's document.

COMMENTS

The Town of Newmarket is committed to being a municipal leader and strengthening the Town's vision of being "*Well beyond the ordinary*". This policy builds on the corporate mission of Making Newmarket Even Better. Its intention is to provide clear direction on the expectations and requirements for stormwater management practices within the Town of Newmarket.

BUSINESS PLAN AND STRATEGIC PLAN LINKAGES

- a) Well planned and well connected...planning for the future impacts of climate change and providing stormwater management targets that are consistent with other governing bodies;
- b) Well-Equipped & Managed... reducing the reliance and financial strain on Town stormwater infrastructure.

CONSULTATION

There was extensive external consultation done through the LSRCA to support this policy. The policy reflects the principles established in the LSRCA's "Stormwater Technical Guidelines for Stormwater Management Submissions", which were developed over a period of 2 years with in-depth consultation done through several meetings of the Stormwater Management Technical Working Group. Input was received from the BILD Association, all municipalities within the Lake Simcoe watershed, consulting engineers, academic experts from recognized universities, the MOECC and other conservation authorities. The LSRCA also hosted two information sessions in spring 2016, with focused meetings with BILD, York Region and the City of Barrie. The draft version was sent via email to over 70 individuals or groups for comment. Comments on the draft were received from several municipalities, two conservation authorities, consultants, MOECC, BILD and one private company and were considered in the final version. LSRCA Board of Directors approved the new guidelines in June 2016, with implementation in September 2016.

Internal consultation at the Town was also extensive. Planning and Building Services and Engineering Services staff participated in meetings and were invited to comment by email. The LSRCA was also invited to a meeting with the Town to confirm alignment with their technical guidelines. A copy of the draft policy was sent to members of Newmarket's Environmental Advisory Committee (NEAC), along with a request for comments on March 6, 2017. Although input was received from staff and from the LSRCA, no comments or questions were received from NEAC.

HUMAN RESOURCE CONSIDERATIONS

There are no human resources impacts.

BUDGET IMPACT

Operating Budget

The Operating Budget may see a decrease in the long term, as there will be less dependence on the Town's stormwater infrastructure as much of the stormwater quantity and quality control will be done on private properties. It is difficult to quantify the amount of savings at this time.

Capital Budget

There are no impacts on the Capital Budget as a result of this policy.

CONTACT

For more information regarding this report, please contact: Jen Slykhuis, M.Sc., Senior Environmental Coordinator – Climate Change Adaptation, by phone at 905-953-5300, press “2”, then extension 2506; or via e-mail at jslykhuis@newmarket.ca.



Jen Slykhuis, M.Sc.

Senior Environmental Coordinator – Climate Change Adaptation



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



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

Appendix A

Low Impact Development and Stormwater Management Policy

Stormwater Management and Low Impact Development Policy



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1.0 Policy Objective

The Town of Newmarket is committed to being a municipal leader and strengthening the Town's vision of being "*Well beyond the ordinary*". This policy builds on the corporate mission of "Making Newmarket Even Better" and provides clear direction on the expectations and requirements for stormwater management practices within the Town of Newmarket.

Objectives are:

1. To build a resilient community and minimize the impacts of climate change on residents and businesses;
2. To ensure that the practices which take place within the Town are aligned with the policies, guidelines, subwatershed plans, requirements and legislation of other organizations such as the Lake Simcoe Region Conservation Authority (LSRCA) and the Ministry of Environment and Climate Change (MOECC);
3. To protect the Town's natural environment and fresh water resources by restoring natural drainage capacity and by maintaining the natural hydrological cycle through the use of Best Management Practices (BMP's), including Low Impact Development (LID);
4. To relieve pressure on the Town's stormwater infrastructure and the funding required to maintain it;
5. To enforce requirements for new development and redevelopment within the Town.

2.0 Goal

The goal is to minimize and ultimately eliminate the adverse effects of stormwater on the built and natural environment and to recognize and treat rain and snowmelt as a valuable resource.

3.0 Existing Policies

This policy builds on the numerous policies and guidelines that address stormwater management, including, but not limited to:

- Lake Simcoe Protection Plan
- Source Water Protection Plan
- Ministry of Environment and Climate Change Stormwater Management Guidelines
- Provincial Policy Statement 2014
- Lake Simcoe Region Conservation Authority Technical Guidelines for Stormwater Management Submissions
- Town of Newmarket Engineering Design Standards
- Town of Newmarket Official Plan
- Town of Newmarket Urban Centres Secondary Plan

- Town of Newmarket Site Alteration Bylaw
- Town of Newmarket Comprehensive Stormwater Management Master Plan
- Town of Newmarket Stormwater Management Charge and Credit Program

4.0 Applicability

This policy declares that the Lake Simcoe Region Conservation Authority's document entitled "Technical Guidelines for Stormwater Management Submissions", or its successor, as be amended, shall apply to all public and private development and redevelopment within the Town of Newmarket. This includes meeting the requirements and targets, and following the design practices that are outlined.

5.0 Stormwater and Low Impact Development Policies

The intent of this policy is not to restrict development or redevelopment, but to ensure that it occurs with minimal impact by supporting creative and innovative solutions which achieve the overall goal of this policy. It is also the intent to have a net benefit impact, not to maintain the status quo as it applies to stormwater management in the Town of Newmarket.

5.1 Submission Requirements

Developments which meet the Applicability under Section 4.0 of this policy, shall meet the following submission requirements:

1. Stormwater Management Plans/Reports shall be provided and shall demonstrate that the proposed stormwater management practices for the development or redevelopment satisfies the water balance, water quality and water quantity targets outlined in Section 6.
2. In the event that one or more components of the proposed stormwater facility or storm sewer qualify as sewage and/or sewage works under the Ontario Water Resources Act, Section 53, and hence require approval from the appropriate Agency, the Owner shall provide the Director of Engineering Services with proof certifying that the works covered by the Environmental Compliance Approval (ECA) issued by the appropriate Agency have been installed and inspected in accordance with the approved engineering drawings.
3. Operations and Maintenance manuals for all stormwater management facilities shall be provided to the Town.
4. Erosion and Sediment Control BMP's must be in place and in accordance with Town standard, applicable bylaws and all other applicable legislation.
5. The targets established as part of this Policy shall be included in the Applicant's Site Plan or Subdivision Agreement.
6. Site Plan and Subdivision Agreements will not be executed until such time as the Applicant adheres to the requirements contained within this Policy to the satisfaction of the Director, Engineering Services.

5.2 Design Policies

When designing stormwater management facilities, the developer shall ensure the following:

1. Every effort shall be made to mimic the natural hydrological cycle, which includes meeting water balance, water quality and water quantity targets, by incorporating Best Management Practices (BMP) for stormwater management, such as Low Impact Development (LID) design.
2. Stormwater runoff shall be treated with a “treatment train” approach using source controls, conveyance controls and end of pipe controls, in that order.
3. There shall be no negative impact on Town infrastructure, watercourses or landowners’ properties as a result of either stormwater quantity or quality measures that are implemented.
4. The municipality shall implement LID measures in all capital works, where feasible.
5. Stormwater management facilities shall be designed in accordance with the Town’s Engineering Design Standards and Criteria, and all other applicable design standards, including but not limited to: Lake Simcoe Region Conservation Authority (LSRCA) Technical Guidelines for Stormwater Management Submissions and Ministry of the Environment and Climate Change Stormwater Management Guidelines or their successors.

5.3 Maintenance Requirements

1. Landowners are required to conduct the required inspections and maintenance of stormwater management facilities located on their property in accordance with the design specifications of the facility.
2. In the event that the Landowner fails to maintain the facility in good working condition:
 - a. Any credits which are applied to the property will be removed as per the Stormwater Management Fees and Charges By-law 2016-67, as amended from time to time.
 - b. The Town, or its authorized agents and employees may enter upon the facility property and take whatever steps necessary to correct deficiencies and to charge the cost of such repairs to the Landowner.

6.0 Stormwater Targets

6.1 Water Balance

The objective of water balance targets is to capture and manage annual rainfall on the site in order to preserve the pre-development hydrology. This includes managing runoff, infiltration and evapotranspiration from a site. Specific water balance targets are subject to the following:

1. Water balance targets must be achieved according to all relevant plans and policies including, but not limited to, the Source Water Protection Plan, the LSRCA Stormwater Management Submission Guidelines and the MOECC Stormwater Management Guidelines, and any future iterations of these documents. In the event that there is a conflict between the targets/requirements set out in this policy and other applicable policies, the most stringent shall apply.

2. As part of the first technical submission, the Town shall be provided with a stormwater management report which is signed and sealed by a Professional Engineer, showing compliance with the above.

6.2 Water Quality

1. All stormwater runoff leaving the site shall be subjected to quality control as outlined in the LSRCA's Stormwater Management Submission Guidelines. Some stormwater BMP's require pre-treatment to ensure proper operation and longevity. In general, pre-treatment is required for infiltrating BMP's to reduce the potential for clogging and to avoid the deterioration of groundwater quality.
2. If oil/grit separators (OGS) are applied as one element of a multi-component approach, regular maintenance shall be completed by the owner as per the MOECC Environmental Compliance Approval (ECA).
3. In general, the design of roads and parking lots shall be done in such a manner that decreases reliance on excessive salt use. Infiltration systems are to be designed in accordance with applicable Source Water Protection requirements.
4. End of pipe facilities shall be designed to reduce thermal impacts of stormwater on receiving water bodies.
5. As part of the first technical submission, the Town shall be provided with a stormwater management report which is signed and sealed by a Professional Engineer, showing compliance with the above.

6.3 Water Quantity

Water quantity targets focus on flood flow management and erosion control to minimize the risk of possible downstream flooding and streambank erosion, and the risk to municipal stormwater infrastructure. Controls include peak flow control and runoff volume controls. The following shall apply:

1. Developments shall meet the water quantity requirements in LSRCA's Stormwater Management Submission Guidelines.
2. Where there is a history of flooding downstream, or if there is a known deficiency in the downstream conveyance system, additional peak flow or volume control may be required.
3. The reuse of stormwater is also encouraged to assist in achieving water quantity reductions.
4. As part of the first technical submission, the Town shall be provided with a stormwater management report which is signed and sealed by a Professional Engineer, showing compliance with the above.

7.0 Alternatives

If available, and at the discretion of the Director, Engineering Services, the stormwater targets can be met offsite at another development or redevelopment, in the case that:

- a. It is the same landowner for both sites;
- b. The alternative site is within the same watercourse catchment area.



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**Development and Infrastructure Services
Planning and Building Services - Planning Report 2017-11**

To: Committee of the Whole

Subject: Zoning By-law Amendment Application, File No. D14-NP-17-01
Part Lot 7, Plan 222 Newmarket, Parts 1, 2, 3, PL 65R35207; S/T R585024; Town of Newmarket; All of PIN 03604-0184 (LT)
Mangoni Holdings Inc.
106 Main Street South

Date: May 8, 2017

Origin: Application submitted to the Planning Department

Recommendations

THAT Development and Infrastructure Services/Planning and Building Services Report 2017-11 dated May 8, 2017 regarding Application for Zoning By-law Amendment be received and the following recommendation(s) be adopted:

1. THAT the Application for Zoning By-law Amendment as submitted by Mangoni Holdings Inc., for lands Municipally known as 106 Main Street South be referred to a public meeting.
 2. AND THAT following the public meeting, issues identified in this Report, together with comments from the public, Committee, and those received through the agency and departmental circulation of the application, be addressed by staff in a comprehensive report to the Committee of the Whole, if required.
 3. AND THAT Brad Rogers of Groundswell Urban Planners Inc., 30 West Beaver Creek Road, Unit 109, Richmond Hill, L4B 3K1, be informed of this decision.
-

Background

Location and surrounding land uses

The subject lands contain a single two-storey detached dwelling and the rear of the property features a parking lot, with a driveway along the southern boundary. The application concerns a property of approximately 650 square metres located on the west side of Main Street South, north of Millard Avenue.

The surrounding land uses are a detached mixed-use ground-floor commercial with upper-floor residential to the north and south, and across Main Street South to the east is a semi-detached residential dwelling and a medical office in a former residential structure.

Proposal

This application is a Zoning By-law Amendment submitted by Groundswell Urban Planners on behalf of the owners, Mangoni Holdings Inc., under Planning File D14-NP-17-01. The subject property is designated 'Historic Downtown Centre' by the Town of Newmarket Official Plan and zoned Single Detached Residential 9.1 Metre Zone (R1-F) by Zoning By-law 2010-40, as amended. The proposal seeks to amend the zoning for the subject lands from Single Detached Residential 9.1 Metre Zone (R1-F) to Historic Downtown Urban Centre Zone (UC-D1).

The Planning Justification Report as submitted indicates that the current proposal is for an internal renovation to the existing building, and that no new construction is proposed for the site. The proposed uses include residential on the second floor and such commercial/retail uses on the ground level as are permitted in the UC-D1 zone.

Preliminary review

Official Plan Considerations

The Subject Property is designated Historic Downtown Centre on Schedule A - Land Use Plan to the Town's Official Plan. One of the Official Plan's primary goals is to revitalize the Historic Downtown. Policies related to this portion of Main Street encourage improvements in the form of infill development and rehabilitation that is at a scale that retains the historic character of the area. The plan encourages retail uses along Main Street with residential units on the upper floors and encourages pedestrian activity by providing adequate links to Main Street and landscaped sidewalks.

The Official Plan further seeks to enhance the streetscape and facades along Main Street from Water Street to Davis Drive, including through lighting, landscaping, façade improvements, and other means.

Section 4.34 of the Official Plan reads in part as follows:

10. Conversions of existing residential dwellings for business and professional offices may be permitted subject to an amendment to the Zoning By-law. In considering an amendment to the Zoning By-law, Council shall be satisfied that:
 - a. no change occurs to the existing superstructure of the host building;
 - b. the building and site design is compatible with the character of the surrounding residential area; and,
 - c. adequate on-site parking is provided.

Insofar as clause A of the above section is concerned, no change is proposed to the existing superstructure of the building. The structure located on the subject lands is not designated under the *Heritage Act*, nor is there any prevention to its demolition and the construction of a future building on the site subject to the limits of the UC-D1 zone. Zoning By-laws do not limit the demolition of buildings.

Regarding clause B of the above section, no change is currently proposed to the building or site. Any building permit or change to the exterior of the site would be addressed through a site plan agreement under Section 41 of the *Planning Act*.

Finally, clause C of the section referenced above is addressed by the 8 parking spaces provided on the site.

Section 4.3.4 of the Official Plan continues:

11. Wherever possible, rear service access shall be provided.

This property currently has one narrow access driveway onto Main Street South. The Official Plan encourages the consolidation of driveways to limit conflict with traffic and pedestrians and shift access to rear service points. To this end it is proposed that any site plan agreement for the property include a clause requiring that the integration of vehicular access and parking arrangements with abutting properties, including appropriate easements, be required once sufficient properties are party to such clauses and easements and redevelopment of site(s) are proposed.

In summary, the proposed zoning by-law amendment broadly conforms to the Town's Official Plan, and is an example of appropriate residential and commercial redevelopment in scale with the historic character of Main Street South.

Zoning By-law Considerations

The subject property is currently zoned Single Detached Residential 9.1 Metre Zone (R1-F) by zoning By-Law 2010-40. The R1-F zone allows for a single dwelling unit and a limited list of related uses. The development standards for the UC-D1 zone would apply to this structure. Any existing zoning nonconformities may be legal nonconforming elements of the property that would be able to continue.

Staff have considered Section 16.1.1, policy 3 in the Town's Official Plan with regard to the Zoning By-Law Amendment:

3. In considering an amendment to the Zoning By-Law, Council shall be satisfied that:
- a. the proposed change is in conformity with this Plan;
 - b. the proposed use is compatible with adjacent uses, and where necessary, buffering is provided to ensure visual separation and compatibility between uses;
 - c. potential nuisance effects upon adjacent uses are mitigated;
 - d. adequate municipal services are available;
 - e. the size of the lot is appropriate for the proposed use;
 - f. the site has adequate road access and the boundary roads can accommodate the traffic generated;
 - g. the on-site parking, loading and circulation facilities are adequate; and,
 - h. public notice has been given in accordance with the *Planning Act*.

The proposed parking layout for the property does not conform with the requirements of the zoning by-law. Section 5.3.4 ii) states that "*parking areas, parking lots, approaches, driveways, entrances, exits, buffer areas, and loading areas do not apply and shall be established in accordance with an approved site plan*". The Town has approved no site plan agreement for this property. In order for the property to conform to the zoning by-law, it will be required to enter into a site plan agreement with the Town.

The proposed amount of parking (six spaces) would provide sufficient parking as Zoning By-law 2010-40 requires for a single apartment dwelling unit and for retail uses on the ground floor. No site-specific parking standards are proposed. Other future uses of the ground floor could require additional parking, which could be addressed through a minor variance or use of the cash-in-lieu of parking policy.

Site Plan

The proposal is subject to Site Plan Control. Following the statutory public meeting recommended by this report, and a final recommendation report that will follow, if Council determines to approve the Zoning By-law Amendment application, a further application for Site Plan Control will be required. It appears that alterations have been made to the property without an appropriate site plan application, including the paving of the majority of the rear yard and the removal of all trees located on the lot (see Figure 1 below).



Figure 1: Aerial Photography

The zoning by-law applicable for the property when these works were undertaken would not permit such changes. For example, an R1-F lot is not permitted a driveway wider than 5.5 metres in width, nor any driveway in the required rear yard. Under the proposed UC-D1 zone, all parking areas must conform to an approved site plan. As no such approved plan exists, the parking area is illegally not conforming to the zoning by-law. In addition, had appropriate approvals been obtained the Town would have ensured the maintenance of such landscaped buffers and trees as was possible, and received compensation for significant trees that were removed and not replaced as per the Tree Preservation, Protection, Replacement and Enhancement Policy.

Having failed to obtain proper site plan approval for the establishment of a parking lot, if Council deems to approve the proposed zoning by-law amendment following the required statutory public meeting, the property will be required to enter into a site plan agreement with the Town. Based on submitted reports, further changes are intended for the lot such as the installation of a catchbasin. These changes will be reviewed as a matter of the site plan application. Matters to be addressed include:

- Grading and stormwater management
- Geotechnical report of existing paving
- Landscaping and streetscape plantings
- Removed trees and tree compensation

Provincial Policy Statement

The Provincial Policy Statement (PPS) provides policy direction on matters of provincial interest related to land use planning and development. As a key part of Ontario's policy-led planning system, the PPS sets the policy foundation for regulating the development and use of land. It also supports the provincial goal to enhance the quality of life for the citizens of Ontario.

Planning decisions shall be consistent with the Provincial Policy Statement. The PPS provides for appropriate development while protecting resources of provincial interest, public health and safety, and the quality of the natural environment. The PPS supports improved land use planning and management, which contributes to a more effective and efficient land use planning system.

The PPS directs municipalities to provide for an appropriate mix and range of employment; encourage compact, mixed-use development; provide for a mix of housing types; and ensure a coordination of transportation and land use planning. This application conforms to the PPS.

Departmental and Agency Comments

The documents submitted with the zoning by-law amendment application were circulated to the Town's commenting departments and agencies. These comments will be considered and integrated as appropriate into the final recommendation to Council along with any conditions or holding provisions, as necessary.

Regional Municipality of York

At the time of drafting this report, the Regional Municipality of York has reviewed the application and advised that they have no comments related to the application. The Region notes that Development proposed on the subject property within the Wellhead Protection Area must adhere to the Wellhead Protection Policies outlined in the York Region Official Plan (ROP, 2010) and Regional Official Plan Amendment 5 (ROPA 5, 2013).

Should Site Plan approval be required, the Owner may be required to conduct and submit a Source Water Impact and Assessment Mitigation Plan (SWIAMP), to the satisfaction of the Region, to identify and address any potential water quality and water quantity threats to the municipal groundwater supplies. The SWIAMP must be prepared by a qualified professional, to the satisfaction of Regional Environmental Services staff in the Water Resources group. The SWIAMP must follow the York Region document Guidance for Proposed Developments in Wellhead Protection Areas in York Region (October 2014). A SWIAMP is required for any of the activities listed below if they will occur on the site for the storage or manufacture of:

- petroleum-based fuels and or solvents;
- pesticides, herbicides, fungicides or fertilizers;
- construction equipment;
- inorganic chemicals;
- road salt and contaminants as identified by the Province;
- the generation and storage of hazardous waste or liquid industrial waste, and waste disposal sites and facilities;
- organic soil conditioning sites and the storage and application of agricultural and non-agricultural source organic materials; and,
- snow storage and disposal facilities.

If a SWIAMP is not required, a letter prepared by a qualified professional will be required in its place stating that the above noted activities will not be occurring.

The Region also notes that the owner is to be advised that Low Impact Development (LID) measures are encouraged to be applied to the site. As per York Region Official Plan policy 2.3.37, developments should maximize infiltration through integrated treatment approach techniques to minimize stormwater volume and contaminant loads. This should include, but not be limited to, techniques such as rainwater harvesting,

phosphorus reduction, constructed wetlands, bioretention swales, green roofs, permeable surfaces, clean water collection systems, and the preservation and enhancement of native vegetation cover.

Finally, the Region highlights that the property is located within Wellhead Protection Area-Q (WHPA-Q Water Quantity). As such the SGBLS (South Georgian Bay Lake Simcoe) Source Protection Plan water quantity recharge maintenance policy may apply. If the amount of new impervious surface is 500 metres square or greater, the proponent may be required to maintain recharge as demonstrated through a hydrogeological study that shows the existing (i.e. pre proposed development) water balance can be maintained in the future (i.e. post proposed development).

Community consultation policy

This report recommends holding a public meeting with notice provided in accordance with the requirements of the *Planning Act*.

Budget impact

The Town will receive revenue from property taxes and from development charges for this property.

Operating Budget (Current and Future)

The appropriate planning application fees have been received for Official Plan amendment and zoning bylaw amendment.

Capital Budget

There is no direct capital budget impact as a result of this report.

Business plan and strategic plan linkages

Contact

For more information on this report, contact: Ted Horton, Planner at 905-953-5321, Extension 2458 or via email at thorton@newmarket.ca.

Attachments: Location Map
Site Plan



Planner

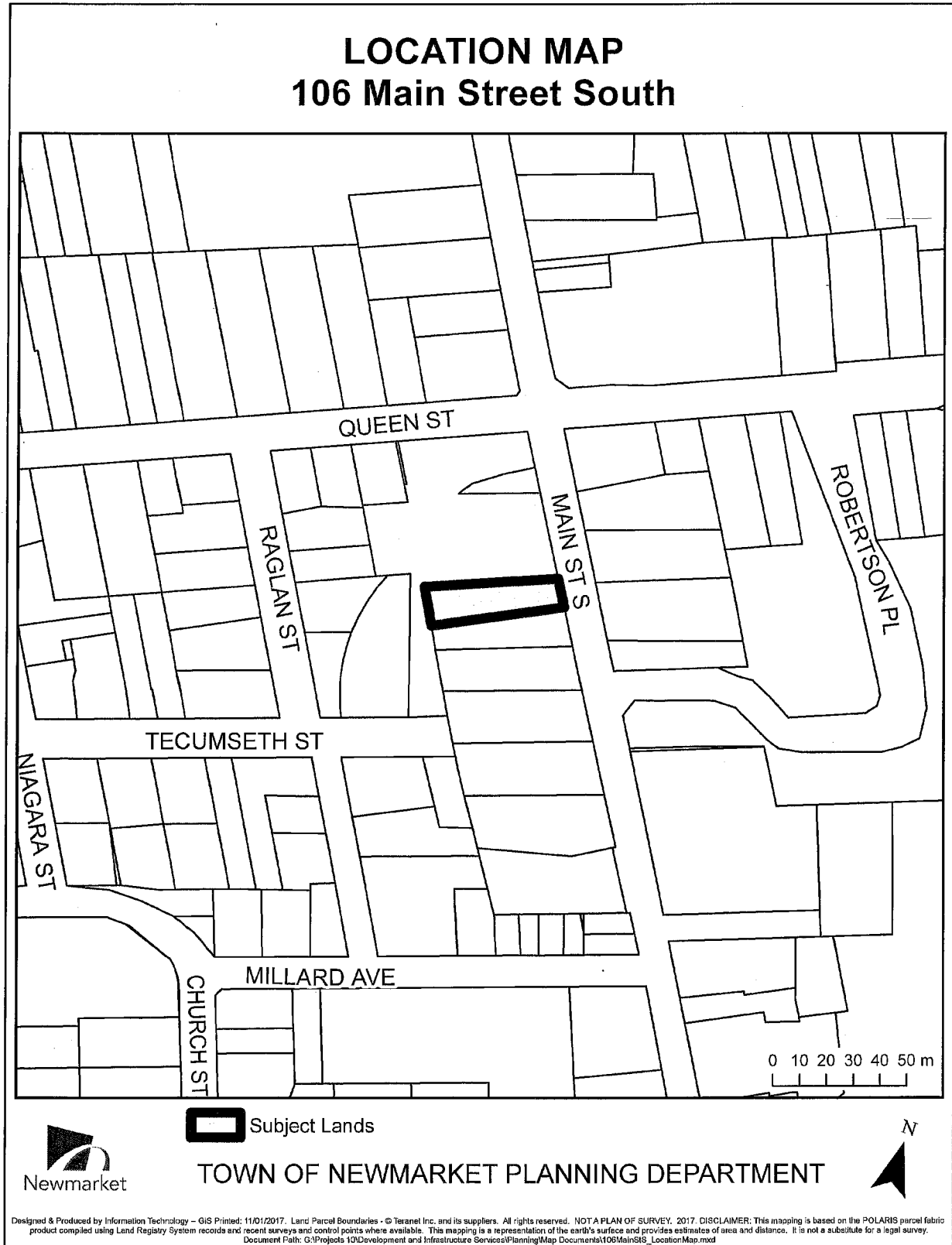


Director of Planning and Building Services

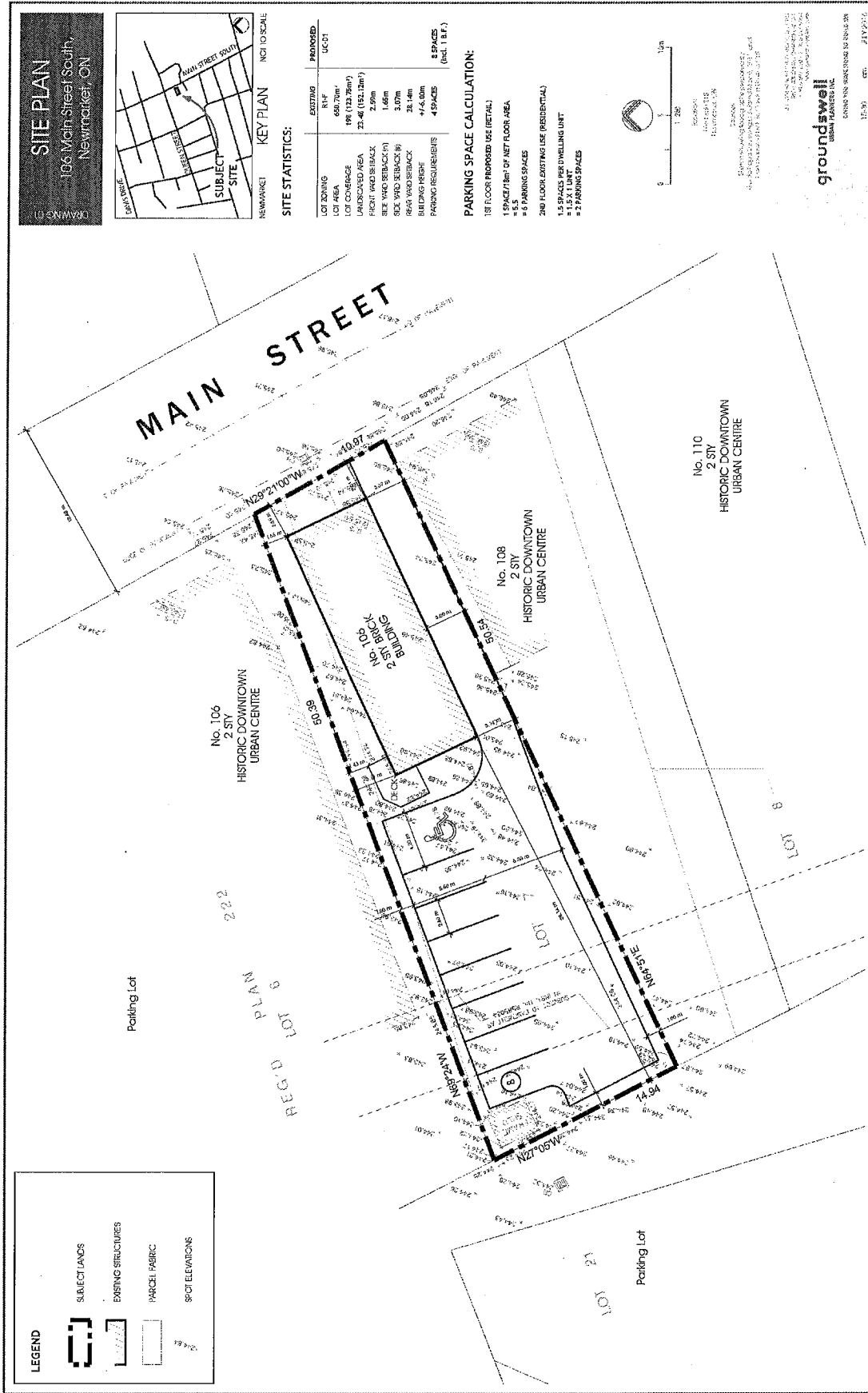


Commissioner Development and Infrastructure Services

Attachment 1: Location Map



Attachment 2: Site Plan



**PLANNING AND BUILDING SERVICES****Town of Newmarket**

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May 8, 2017

**DEVELOPMENT AND INFRASTRUCTURE SERVICES/PLANNING & BUILDING SERVICES REPORT
2017-16**

TO: Committee of the Whole

SUBJECT: **Application for Official Plan and Zoning By-law Amendment
400 Park Avenue (King George School), 405/407 Botsford Street
Submitted by: Rose Park Avenue
D9-NP1616 (Official Plan Amendment), D14-NP1616 (Zoning By-law Amendment)**

ORIGIN: Planning and Building Services

RECOMMENDATIONS

THAT Development and Infrastructure Services/Planning and Building Services Report 2017-16 dated May 8, 2017 regarding Application for Official Plan Amendment and Zoning By-law amendment be received and the following recommendation(s) be adopted:

- a) **THAT the Application for Official Plan Amendment and Zoning By-law amendment as submitted by Rose Park Avenue for lands Municipally known as 400 Park Avenue, 405 and 407 Botsford Street be approved and that staff be directed to prepare the necessary Official Plan and Zoning By-Law Amendments;**
- b) **AND THAT Lucila Sandoval, Groundswell Planning, 30 West Beaver Creek, Richmond Hill, ON L4B 3K1 be notified of this action.**

COMMENTS**Location and Surrounding Land Uses**

The Subject Lands are bounded by Park Avenue to the north, Victoria Street to the west, Church Street to the east and Botsford Street to the south (See Location Map attached). The property has an area of approximately 0.52 hectares and includes the entire block bounded by the above noted streets with the exception of 182 Church St and 417 Botsford Street at the southeast corner of the block. The properties are municipally known as 400 Park Avenue, 405 and 407 Botsford Street.

The subject properties currently contain the former King George School and 2 semi detached dwelling units. The adjacent land uses are generally low density residential dwellings with the exception of a daycare on the east side of Church Street zoned Institutional. Main Street is located a block to the east.

Proposal

Official Plan and Zoning By-law amendment applications have been submitted to permit a proposed development consisting of 11 apartment units within the former King George School building and 14 townhomes of which 8 are proposed to front Church Street and 6 to front Botsford Street. The applicant is proposing to amend the existing Stable Residential designation to allow for the proposed townhouse dwelling type and apartment units within the former school building. The application also proposes to

rezone the subject lands from the Minor Institutional (I-B) and Residential Semi Detached Dwelling (R2-K) zone to the Residential Townhouse Dwelling (R4-R) zone and the Residential Apartment (R5-T) zone to accommodate the uses.

Parking for the apartment units and the rear yard garages for the townhomes are proposed to be accessed by way of a condominium road with ingress/egress points on both Victoria Avenue and Park Avenue.

The former school building, designated under the Ontario Heritage Act, is intended to be preserved and restored and internally renovated to accommodate the 11 condominium apartment units. The proposed 1.5 and two storey townhome units are intended to front onto the public streets with a rear lane garage accommodating 2 vehicles per unit.

A site plan, landscape plan and elevations have been submitted in support of the applications and are appended to this report.

The statutory public meeting was held on February 6, 2017 and public comments focused on the following:

1. Compatibility including impact on adjacent properties in particular to the Heritage designated property to the south
2. Too dense, in particular on the Church Street frontage
3. Use of the land for public uses
4. Traffic and parking
5. Construction concerns (rubble foundations/dust etc)

Community Consultation

Compatibility - Impact on adjacent properties

The proposal is generally compatible with the existing community being, for the most part, low density residential dwellings including single detached, semi detached and multiple family dwellings typically in the form of converted houses. This proposal also makes use of a structure that has existed in the community for many years.

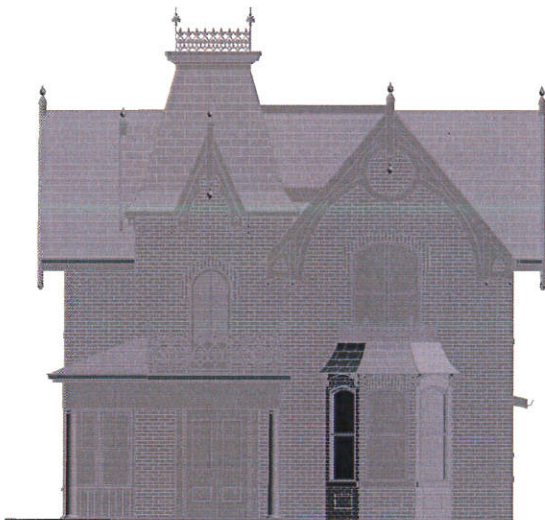
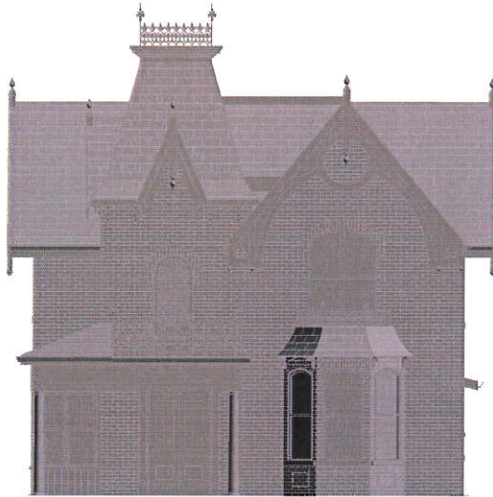
From an urban design perspective, for infill proposals, it is important to consider the materials, patterns and colours for wall treatments and how they reflect both the existing housing in the neighbourhood as well as how they address the public realm. The proposed 2 storey townhouses along Church Street have taken design elements from the neighbourhood by providing a partial brick façade, bay window treatments and cross gable roof designs. The dwelling entry ways address the public road and the architectural details and rear yard garages provide for and allow visual interest to the public realm.

The heights of the townhouse buildings are proposed to be two storeys on the Church Street frontage and 1.5 storeys on the Botsford Street frontage to reflect the variation in dwelling heights in the area. The townhouses along Church Street are proposed to be at a height of 10m (or less) measured from the average grade to the mid point of the roof. The townhouses proposed for Botsford Street are proposed to be approximately 6.5 metres from the average grade to the mid point of the roof. In both cases, the roof

line of the dwellings lowers as it extends to the rear of the units. The proposed elevations are attached to this report.

A significant number of public comments related to the interface of this development with the heritage home at 182 Church Street immediately south of the row of proposed townhouses on Church Street.

To assist in addressing this issue, the applicant has increased the side yard setback from 1m to 1.5m adjacent to where the historic home is sited on the lot, added windows and architectural details to the sidewall facing the heritage home to provide some visual interest and modified the roofline at this end to be pitched away from the adjacent dwelling (figure below), lessening the visual impact.



The applicant has also provided a shadow impact letter prepared by Audax Architecture Inc. indicating:

“...since the proposed townhouses are on the North side of 182 Church Street, there will be little or no shading impact on the neighbouring house.

Shadows cast by structures vary in length and direction throughout the day and from season to season. For the majority of the day in all seasons, the prevailing angles of sunlight are from the South, as the proposed Church Street townhouses is located north of 182 Church, it will have little to no impact on the use and enjoyment of the neighbouring property.”

Further, the applicant's heritage architect has provided an opinion letter indicating that it is his opinion that the interface between the proposed town home block and the heritage home is appropriate in this location where an urban infill development is being constructed adjacent to a heritage home in an urban setting. The opinion letter is included and further discussed under the Heritage Considerations of this report.

With the above noted modifications to the end townhouse unit on Church Street and shadow and heritage professional opinion letters, staff are satisfied that the proposal is compatible with the existing community and specifically with the heritage designated home at 182 Church Street.

Too dense, in particular on the Church Street frontage

Staff acknowledge that the proposed development is more dense than that of the immediate surrounding neighbourhood. However, based on the analysis of the supporting studies and the general compatibility with the community by providing for appropriate heights, streetscape design and reuse and restoration of the former school building, staff considers the proposed development an appropriate use for the subject lands.

Use of the land for public uses

A suggestion was made that this land could be used for public uses. The land is privately owned and as such, not available for public use unless the Town were to purchase the lands. Staff are unaware of any municipal need for the subject lands. The development proposal does include a parkette at the corner of Park Avenue and Victoria Street that the applicant has indicated can be used for a community amenity space. The site is well served by parks in the area and the Parks Policy Development Manual has not identified any parkland gaps.

Traffic and Parking

As noted below under the “Engineering Services Review” section of the report, Engineering Services have reviewed the traffic study and concur with the conclusions of the report that the development can adequately be accommodated by the existing transportation network with minimal impact to the adjacent public roadways and the site access will operate at excellent levels of service. Engineering services have also commented that the proposed parking for the development should be sufficient given that there is available on-street parking to accommodate any peak demand.

A comment was also provided that expressed a concern with headlights from vehicles exiting the site at Victoria Street. While acknowledging this is a concern, the access at this location is in the general vicinity of the existing parking area for the former school and would be difficult to modify based on the site plan and the need for two access points allowing better traffic flow to, from and through the site. There is an existing boulevard tree that is proposed to be removed at this location which currently provides some visual mitigation. To assist in addressing this concern, staff propose requiring two new street trees on either side of the access point and one tree be planted between the sidewalk and road on the west side of Victoria

Street in front of the adjacent dwelling with the details to be determined through the site plan approval process.

Pedestrian safety will be accommodated by continuing to provide for sidewalks along three of the site frontages.

Construction Management - a construction management plan will be required to the Town's satisfaction through the site plan approval process if these applications are approved. The Construction Management Plan will detail the way in which vehicles will attend and leave the site, where material hoarding and worker parking will be accommodated among other items. Construction activities associated with infill development should be closely monitored to ensure compliance with the management plan and any other relevant policies of the Town, minimizing disruption to existing residents.

Protection of stone rubble foundations - the developer has offered to undertake a 3rd party engineer structural inspection of their rubble foundation (pre, during and post construction) to ensure that no damage will be caused by the construction of the townhomes.

Provincial Policy Statement

The Provincial Policy Statement (PPS) provides policy direction on matters of provincial interest related to land use planning and development. As a key part of Ontario's policy-led planning system, the PPS sets the policy foundation for regulating the development and use of land. It also supports the provincial goal to enhance the quality of life for the citizens of Ontario.

Planning decisions shall be consistent with the Provincial Policy Statement. The PPS provides for appropriate development while protecting resources of provincial interest, public health and safety, and the quality of the natural environment. The PPS supports improved land use planning and management, which contributes to a more effective and efficient land use planning system.

The Provincial Policy Statement is intended to be read in its entirety and the relevant policies are to be applied to each situation.

The first section of the PPS (Policy 1.0) relates to building strong communities. The preamble to this policy provides "Ontario's long-term prosperity, environmental and social well-being depend on wisely managing change and promoting efficient land use and development patterns".

Policy 1.1.1 sets out how "healthy, liveable and safe communities are to be sustained". This includes "promoting efficient development and land use patterns which sustain financial well-being of the Province and municipalities over the long term" and "accommodating an appropriate range and mix of residential...employment...recreation, park and open space and other uses to meet long term goals".

Policy 1.1.2 provides "sufficient land shall be made available to accommodate an appropriate range and mix of land uses to meet projected needs for a time horizon of up to 20 years." And that this land shall be made available "through intensification and redevelopment, and, if necessary, designated growth areas".

Policy 1.1.3.1 provides "settlement areas shall be the focus of growth and development, and their vitality and regeneration shall be promoted". "Settlement areas" are defined as "urban areas...within municipalities... that are (a) built up areas where development is concentrated and which have a mix of land uses; and b) land which have been designated in an official plan for development over the long term planning horizon...".

The proposed development is consistent with the PPS by providing a mix of housing types (apartments and Townhouses) within the settlement area of the Town of Newmarket that has been identified in the Official Plan for residential development.

Policy 2.6 – titled “Cultural Heritage and Archaeology” relate to the conservation of cultural heritage and in particular the following policies relate to built heritage.

2.6.1 Significant built heritage resources and significant cultural heritage landscapes shall be conserved.

2.6.3 Planning authorities shall not permit development and site alteration on adjacent lands to protected heritage property except where the proposed development and site alteration has been evaluated and it has been demonstrated that the heritage attributes of the protected heritage property will be conserved.

The proposal appears to be consistent with this section of the PPS by conserving, restoring and adaptively reusing the designated school building and by modifying the plan to assist in mitigating proximity impacts to the adjacent to a property designated under the Ontario Heritage Act (182 Church Street).

Official Plan Considerations

The subject property is designated Stable Residential on Schedule “A” Land Use Plan in the 2006 Official Plan. The Stable Residential permitted uses include single and semi detached dwellings, but would preclude townhouses and apartment units. The applicant is applying to amend the existing designation on the subject lands to permit the proposed residential land uses.

Section 3.9 of the Official Plan regarding intensification in stable residential areas indicates that the creation of new lots for the purposes of infilling shall be permitted subject to compatibility with the scale of the surrounding neighbourhood, the physical suitability of the site to accommodate the proposed infill housing, availability of hard services and road access requirements.

The proposed development appears to be generally compatible with the surrounding uses as discussed under the above Community Consultation section of this report.

With regard to the physical suitability of the site to accommodate the proposed development, the lands are relatively flat with little grading challenges. A retaining wall is proposed where the site abuts the existing residential dwelling lots ranging from 1 – 1.5 metres.

The availability of hard services to accommodate the development and road access are not anticipated to cause any issues. Comments from Engineering Services are discussed further in this report.

The Region of York have exempted this application from Regional approval allowing the amendment to come into effect following its adoption by the Town and the expiration of the required appeal period should the Town approve the application.

Zoning Bylaw Consideration

The Subject Property is currently zoned Minor Institutional (I-B) and Residential Semi Detached Dwelling (R2-K) zone by Bylaw Number 2010-40, as amended. The Applicant wishes to rezone the Subject Property to a site specific Residential Townhouse Dwelling (R4-R) zone and Residential Apartment (R5-T) to implement the proposed plan.

Staff have utilised Section 16.1.1, policy 3 in the Town’s Official Plan with regards to the Zoning By-Law Amendment:

“3. In considering an amendment to the Zoning By-Law, Council shall be satisfied that:

- a. *the proposed change is in conformity with this Plan;*
 The applicant has applied for an Official Plan amendment that would permit townhouses and apartment units within the former school building. As a result of the review and analysis of the submitted studies and reports, staff are recommending approval of the Official Plan Amendment. All relevant policies of the Official Plan have been addressed.
- b. *the proposed use is compatible with adjacent uses, and where necessary, buffering is provided to ensure visual separation and compatibility between uses;*
 As noted in the above discussions, it is staffs opinion that the proposal is compatible with the surrounding community.
- c. *potential nuisance effects upon adjacent uses are mitigated;*
 Nuisance effects typically refer to impact of noise and airborne particles on occupiers of neighbouring properties, usually from employment uses. It is not anticipated that this development will cause any nuisance effects with the exception of construction activities which will be addressed in a construction management plan at the detailed design stage.
- d. *adequate municipal services are available;*
 The services are discusses under “Engineering Services Review” below in this report
- e. *the size of the lot is appropriate for the proposed use;*
 The proposed development can be accommodated on the subject lands while providing the necessary parking and amenity space.
- f. *the site has adequate road access and the boundary roads can accommodate the traffic generated;*
 Traffic is not anticipated to be an issue for this proposal. Traffic is further discussed under the “Engineering Services Review” section of this report.
- g. *the on-site parking, loading and circulation facilities are adequate; and,*
 The proposed private road is adequately sized to meet town standards and parking can be appropriately accommodated.
- h. *public notice has been given in accordance with the Planning Act.”*
 Public notice has been provided in accordance with the Planning Act.

As this development proposal does not have servicing allocation, the Holding (H) provisions of the Planning Act may be required in the event the property is rezoned and allocation is not made available at that time.

Heritage Considerations

Former King George School

The former King George School located at 400 Park Avenue is designated under the Ontario Heritage Act by By-law 1986-149. The by-law describes the reasons for the heritage designation as follows:

The property known as King George Public School at 400 Park Avenue is worthy of designation for architectural and historical reasons. King George School, as the Town's oldest functioning public school building, is a well preserved example of early twentieth century public school architecture. It was constructed in 1912 to 1913 by Mr. McIntosh, contractor, to the plans and specifications of O.E. Trench, architect. This red brick, two storey school, which rests on a limestone block foundation, was built on the site of an earlier school, both of which were designed to serve the primary grades. Projecting two storey entrances, with exterior stairways, sided in limestone block to match the

foundation, are on each of the Victoria and Park facades. The entrance bays have concrete quoins and ornamental projections above the flat roof of the building. The top of the walls of this square building incorporate decorative moulding and brick banding. The corners of the building have quoins simulated brick. Large windows, surmounted by concrete lintels, illuminate the six classrooms in this school.

The applicant has indicated that the proposal is an adaptive reuse of the existing school and in keeping with heritage conservation principles. The general character of the building is being maintained and a restoration of the exterior fabric is intended.

The applicant has presented the proposal to the Heritage Newmarket Advisory Committee on October 11, 2016. The committee provided comments relating to the replacement of windows, opportunities for adaptive reuse of interior features and concerns with the interface between the proposed townhouses and the existing homes within the block. The committee indicated they will work with the applicant sourcing historic photographs and providing suggestions for the restoration of the former school building.

Both a stage one and stage two archaeological assessments have been carried out for the subject lands. The report recommends that, based on the findings, no further archaeological assessment for the property is required.

182 Church Street

The proposal also is directly adjacent to the property at 182 Church Street which is designated under the Heritage Act. As noted above, there have been concerns raised regarding the proximity of the proposed Townhouses on Church Street to the heritage home. As noted under public comments, the applicant has increased the side yard setback from 1m to 1.5m, added windows and architectural details to the sidewall facing the heritage home to provide some visual interest and modified the roofline at this end to be pitched away from the adjacent dwelling, lessening the visual impact. The applicant has also provided a shadow impact letter prepared by Audax Architecture Inc. indicating that there will be little or no shading impact on the neighbouring house.

Finally, the applicant's Heritage Architect, Peter Berton, has provided an opinion letter regarding the adjacency of the proposed development to the heritage house.

We are writing to comment on the above proposed development and its adjacency to the heritage house at 182 Church Street. The house known as The Thomas Dales House or Walter Playter House is located at the east side of the school property, on Church Street, and is set back 2'-7" from the property line, adjacent to the south wall of the proposed Church Street facing town home block. The eaves of the heritage house are only inches from the property line. The existing house is two storeys high with a gabled roof featuring decorative barge boards at the eaves. On the east side of the street façade, there is a frame porch which wraps a belfry tower structure marking in the corner of the two intersecting gables at the south east side. The driveway is south of the house, the balcony is on the southeast side of the house and the proposed townhouses are to the north.

The north façade of the building is divided roughly into thirds, with the first third on the street side being a blank brick wall housing the hydro meter. The middle third is comprised of a gable end with similar barge boards to the façade. At the rear, the brick structure steps back with a frame lean to structure in front that has no windows. This portion appears to be a later addition.

It is clear that the architecturally significant façades are those on the south (driveway side) and east (front). The north facade is relatively simple and given the minimal fenestration and

proximity to the property line, it is evident that the design anticipated an adjacent future building with a similar setback. The proposed development is set back 1.5 m which is almost double the setback provided by the heritage home. There is no specific reference to this façade in the list of character defining elements.

It is therefore my opinion that the interface between the proposed town home block and the heritage home is appropriate in this location where an urban infill development is being constructed adjacent to a heritage home in an urban setting.

Additionally, I understand there have been comments offered that a large buffer area or gap be left to the north of the heritage home. In my opinion, creating such a gap in the façade would weaken the streetscape edge. As well, creating this gap is not required because the design of the north façade of the heritage house is relatively plain, in anticipation of an adjacent house and was not intended to be highlighted.

With respect to the height of the proposed two storey townhouse immediately to the west, the façade is consistent with the scale of the neighbourhood. The proposed development makes an effort to match heights on the existing building with the first floor window sills and heads, and ridge line approximately matching the height of the tower on the historic house. While the second floor window heads and eave lines are higher than those of the existing Playter House, the general scale and character is in keeping with the historic fabric of it and the neighbourhood. This is typical of older neighborhoods where eave lines vary and building height is consistent.

Heritage Newmarket Advisory Committee (HNAC)

As this property includes a designated former school building and is adjacent to the designated house at 182 Church Street, Council are to consider recommendations from the HNAC prior to making a decision. At their meeting on February 14, 2017 the HNAC made the following recommendation:

THAT it is the consensus of the Heritage Newmarket Advisory Committee that the proposed re-development application for the property known as the former King George School is too dense with insufficient visitor parking options, heights of the proposed buildings on Church Street are too high, the reflection of the character of the neighbourhood will be compromised and a buffer between the property known as the Playter House and the proposed townhouses on Church Street should be stipulated as 20' (the same as the distance between the Playter house and the property to the south of it)

We understand the desire for a greater side yard setback adjacent to 182 Church Street, however, we are of the opinion that the setback proposed along with the modifications to the dwelling design are sufficient in protecting the heritage attributes and character defining elements to preserve the heritage value of this designated house.

Tree Inventory and Replacement Plan

The submitted revised tree inventory has identified 35 trees on and within 6 metres of the subject property. Of this, 11 trees are proposed to be removed to accommodate the proposed development. Three of the trees proposed to be removed are located within the Town's right of way for Victoria Street with the remaining trees located within the site. The original report identified a tree in the rear yard of the adjacent residential lot at the southwest corner of Botsford Street and Church Street for removal acknowledging the requirement for the homeowner's approval to remove the tree. The applicant has now revised the plan, and

in particular the proposed end unit of the townhouse block adjacent to the tree, to allow for the preservation of this tree and the necessary protection measures.

The Town's peer review arborist has requested the applicant look at two of the trees proposed to be removed in the Town's right of way to see if any modifications to the sidewalk can be undertaken to allow for the preservation of these trees. This issue can be dealt with through the site plan approval process if these applications are approved. One tree in the right-of-way is proposed to be removed to accommodate the vehicular access to the site from Victoria Street. As noted under the Community Consultation section of this report, staff propose requiring two new street trees on either side of the access point and one tree be planted between the sidewalk and road on the west side of Victoria Street in front of the adjacent dwelling with the details to be determined through the site plan approval process.

The peer review arborist has made a number of recommendations for ensuring proper tree protection measures as well as monitoring the tree protection while work in the vicinity of the protection fencing is taking place. These items will be formalized through the site plan agreement if these applications are approved.

Engineering Services Review

Traffic and Parking

The submitted traffic study has indicated that the proposed development will have no impact on the intersection operations, capacity and delay during both weekday AM and PM peak hours of the surrounding road network.

The townhouses are proposed to accommodate parking for two vehicles per unit in a laneway garage separated from the dwelling unit by a private outdoor amenity space. The proposed apartment units are supplied with 11 surface parking spaces for a total parking ratio of 1.3 spaces per unit.

Engineering Services have reviewed the traffic study and concur with the conclusions of the report that the development can adequately be accommodated by the existing transportation network with minimal impact to the adjacent public roadways and the site access will operate at excellent levels of service. Engineering services have also commented that the proposed parking for the development should be sufficient given that there is available on-street parking to accommodate any peak demand.

Water Distribution

Engineering Services are satisfied with the water distribution scheme as the school building is proposed to use existing water services or replaced as determined through investigation during the site plan process. The freehold townhouses fronting Church Street and Botsford Street are proposed to be serviced by municipal mains.

Sanitary Services

Engineering Services note that there will be significant disturbance to Church Street and Botsford Avenue which will require restoration. The scope of restoration will be discussed during the Site Plan process and will typically include curbing, asphalt and sidewalk along frontages with services. ES also note that the proposed development is not expected to increase sanitary flow.

Stormwater Management

Engineering Services have reviewed the stormwater management system and have indicated that the proposed system will be designed to outlet to Park Avenue and will incorporate permeable surfaces,

raingardens, and an oil grit separator. Flows will be controlled to pre-development rates. The final details of the stormwater management system can be reviewed through the site plan review process.

Grading

Engineering Services have indicated that the proposed grading appears to be generally compatible with neighbouring properties. A 0.5 metre wide undisturbed strip along the boundaries of adjacent properties will be maintained.

Environmental Review

Engineering Services have noted that a record of site condition will not be required for this proposed development. Some additional soil and ground water investigations are required through the site plan process.

Parkland

No parkland dedication is proposed for this development however a private parkette is proposed at the southwest corner of Park Avenue and Victoria Street. Lions Park is approximately 200 metres to the south and River Walk Commons is approximately 320 metres to the east. The Town will require cash in lieu of parkland in accordance with By-Law 2016-42.

Agency Comments

The Lake Simcoe Region Conservation Authority have reviewed the application and have indicated they are satisfied from a watershed management perspective that the proposed Official Plan and Zoning By-law amendments are consistent with the Natural Heritage and Natural Hazard policies of the PPS; conform to the requirements of the Growth Plan, Lake Simcoe Protection Plan and Ontario Regulation 179/06 under the Conservation Authorities Act. As such, they have no objection to the approval of the proposed Official Plan and Zoning By-law amendments.

The Region of York has provided comments that indicate they are of the opinion that the proposed Official Plan and zoning By-law amendments are in keeping with York Region Official Plan -2010. As such, they have provided a Regional Exemption to the Official Plan amendment, allowing the amendment to come into effect following its adoption by the Town and the expiration of the required appeal period should the Town approve the application.

BUSINESS PLAN AND STRATEGIC PLAN LINKAGES

This application has linkages to the Community Strategic Plan as follows:

Well-equipped and Managed: by providing opportunities for varied housing types, affordability and densities

COMMUNITY CONSULTATION POLICY

The recommendations of this report refer the applications to the statutory public meeting as required by the Planning Act.

BUDGET IMPACT Operating Budget (Current and Future)

The appropriate planning application fees have been received for Official Plan amendment and zoning bylaw amendment. The Town will also receive revenue from development charges and assessment revenue with the development of this proposal in the event the applications are approved.

Capital Budget

There is no direct capital budget impact as a result of this report.

CONTACT

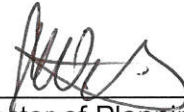
For more information on this report, contact: Dave Ruggle, Senior Planner – Community Planning, at 905-953-5321, ext 2454; druggle@newmarket.ca

Attachments


- 1 - Location Map
- 2 - Proposed Site Plan
- 3- Proposed Landscape Plan
- 4- Proposed Elevations



Commissioner Development and Infrastructure
Services

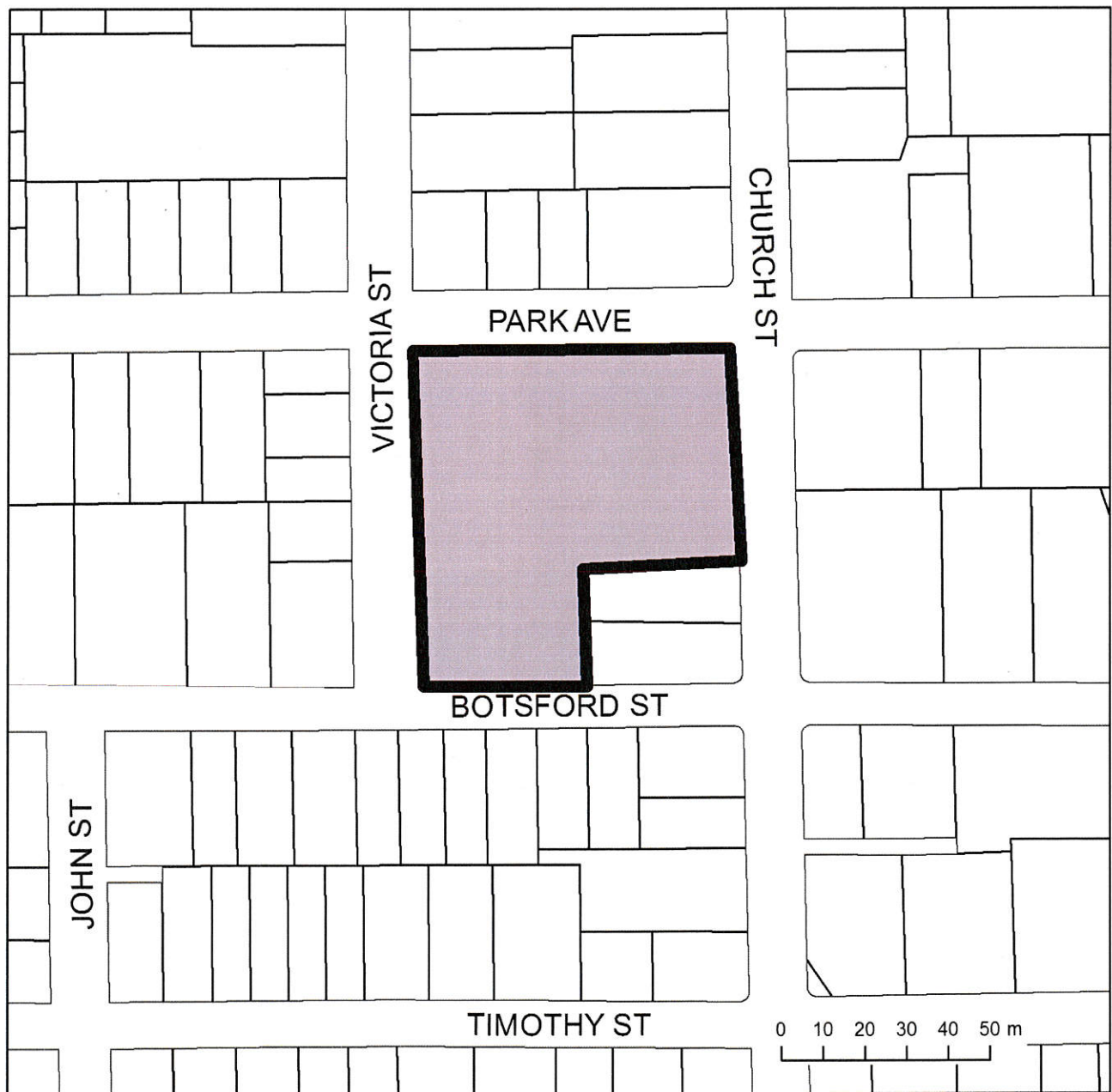


Director of Planning and Building Services



Senior Planner – Community Planning

LOCATION MAP **400 park Avenue** **405 and 407 Botsford Street**



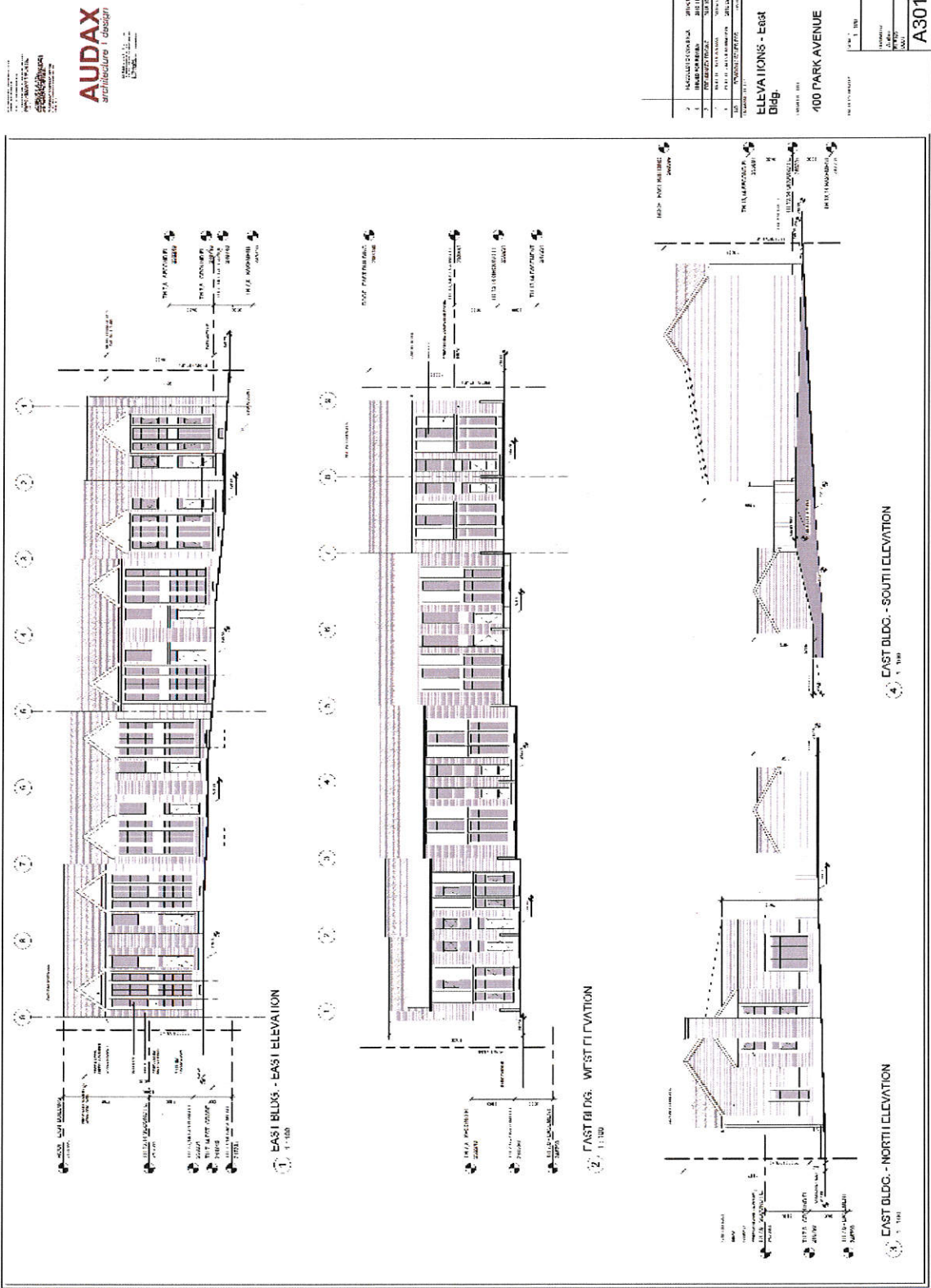
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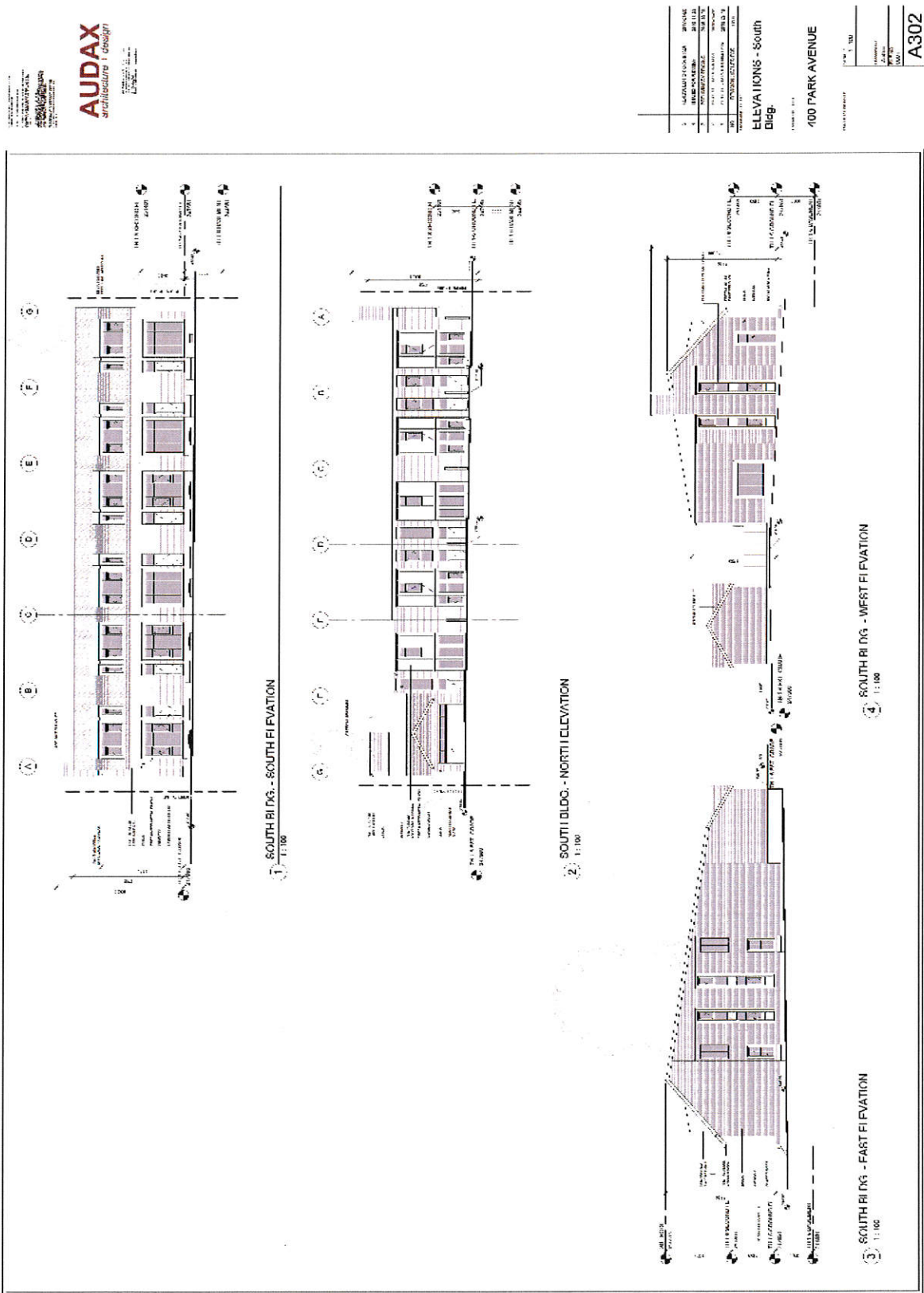
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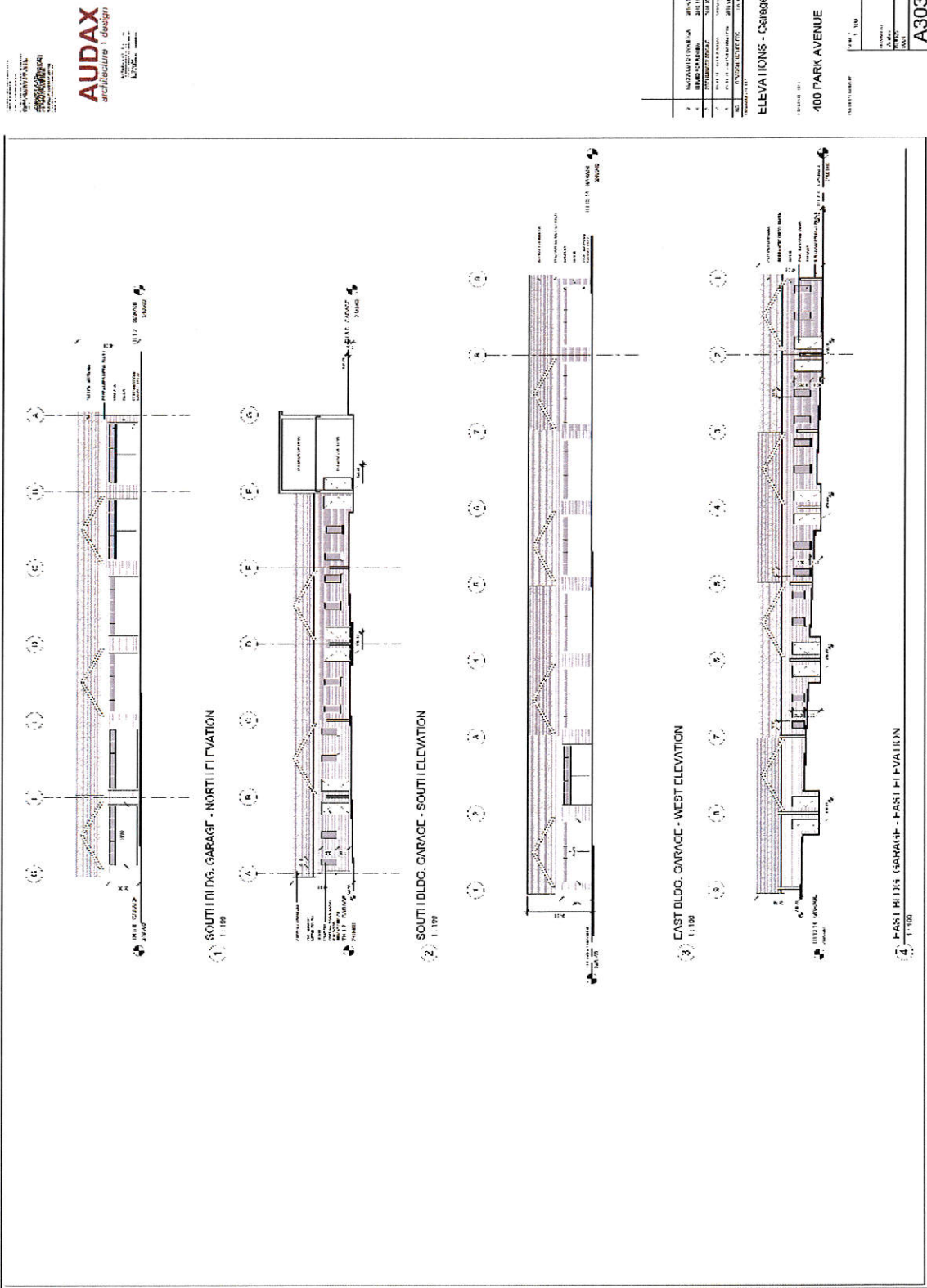
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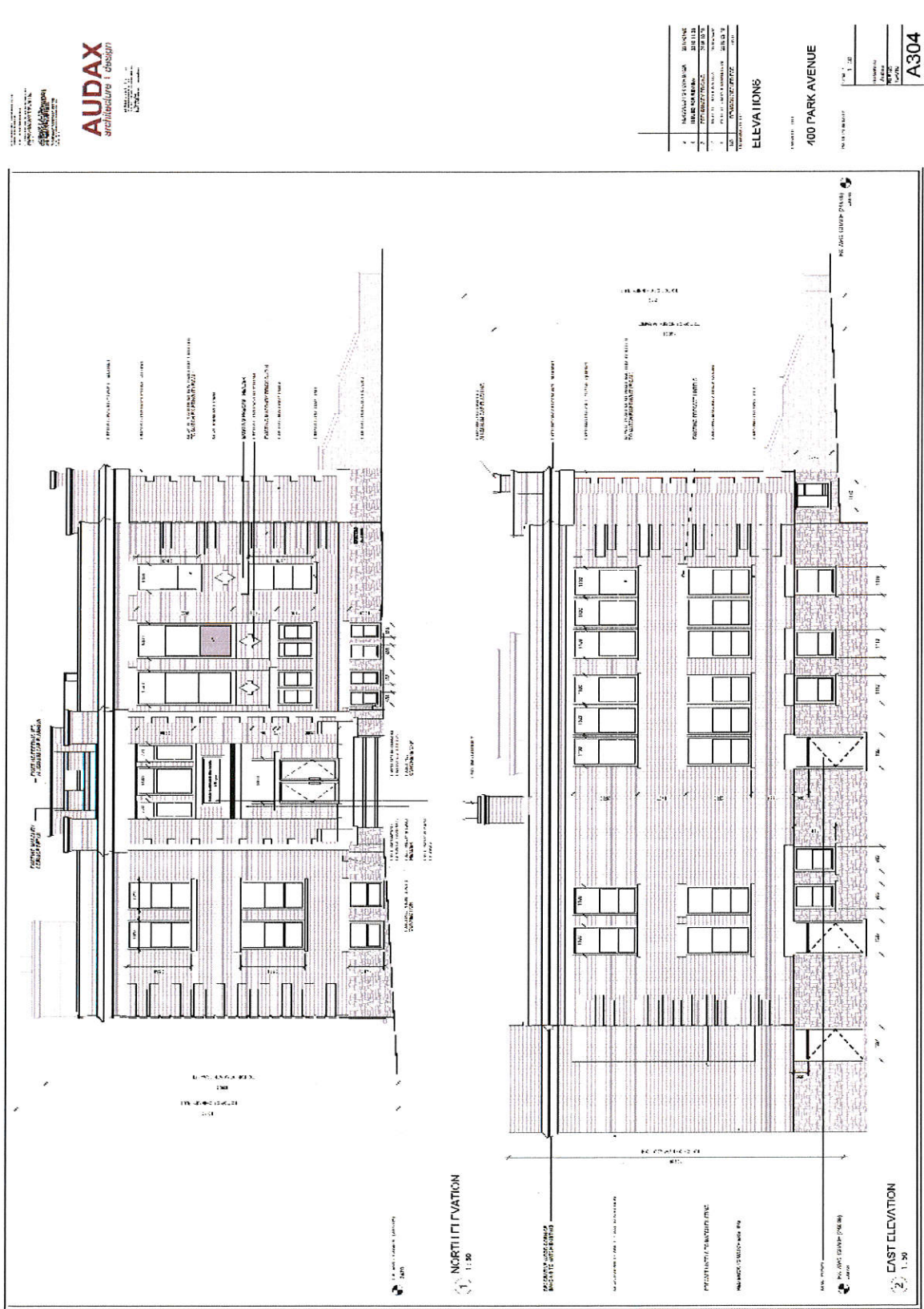


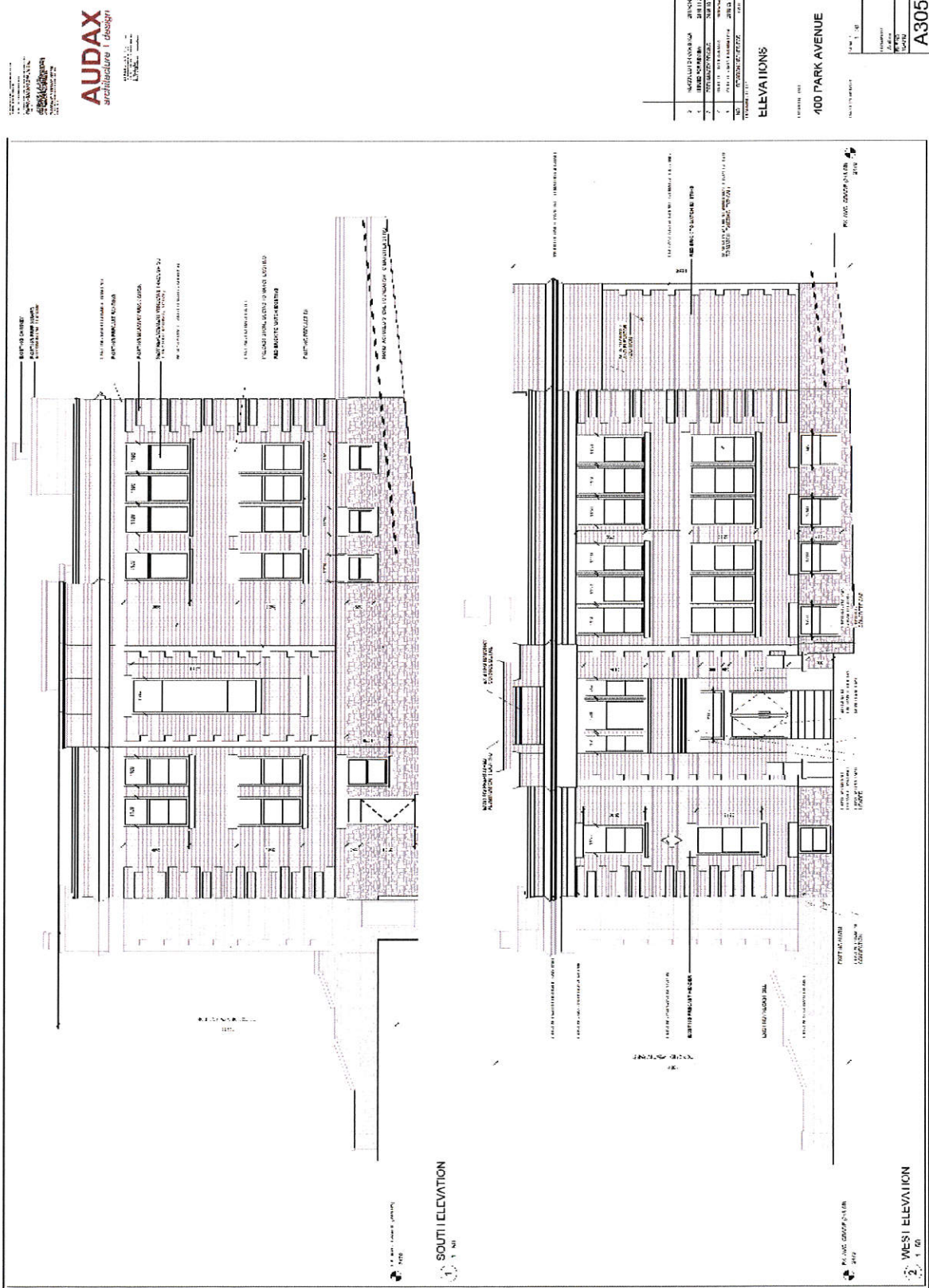














PLANNING AND BUILDING SERVICES

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May 8, 2017

DEVELOPMENT AND INFRASTRUCTURE SERVICES/PLANNING & BUILDING SERVICES REPORT 2017-03

TO: Committee of the Whole

SUBJECT: Servicing Allocation Policy Update

ORIGIN: Planning and Building Services

RECOMMENDATIONS

THAT Development and Infrastructure Services/Planning & Building Services Report 2017-03 dated May 8, 2017 regarding the Town of Newmarket Servicing Allocation Policy be received and that the following recommendation(s) be adopted:

1. THAT the draft amended Servicing Allocation Policy for the Town of Newmarket as contained in Attachment 1 to Report 2017-03 be received.
2. AND THAT staff be directed to circulate the draft amended Servicing Allocation Policy as contained in Attachment 1 to Report 2017-03 to York Region and the development industry for review and comment for a period of 14 days.
3. AND THAT staff report back to a future Committee of the Whole meeting with the final recommendation for an updated Servicing Allocation Policy for Council's approval.

BACKGROUND

The manner in which servicing capacity is distributed by the Town is governed by the Town's Servicing Allocation Policy. This policy deals with allocating servicing capacity and sets out a system to prioritize such allocation among new developments in the Town.

The amount of servicing that is available is distributed to local municipalities from the Region of York based on the physical capacity of the overall regional network. The Town of Newmarket, along with other

local municipalities, then allocates this limited servicing to proposed developments based on a strategy. The Town's Servicing Allocation Policy acts as this strategy.

The current Servicing Allocation Policy was adopted by Council in 2009 and was most recently amended in 2011 (the "Policy"). This Report outlines rationale for further revisions to the Policy that are required at this time due to legislative requirements (Bill 73) and changes to the Ontario Building Code.

COMMENTS

As described below, Section 4 (a) of the Policy (Council's Base Expectations) and Section 4 (b) (Addressing Additional Town Objectives) are proposed to be revised.

Description of Section 4 (a) of the Policy - Council's Base Expectations

Section 4 (a) of the Policy outlines Council's base expectations related to voluntary contributions, and sets specific financial values for each dwelling type for trail contributions, ranging from \$1000.00 per apartment unit, to \$1500.00 per single detached unit. This section also states that developments shall be built to "Energy Star" (or equivalent) specifications.

The trail contributions have historically benefited both the existing residents as well as the future residents of the proposed developments, and play a significant role in helping make Newmarket a desirable place in which to live and work. However, recently Bill 73 amended the *Development Charges Act* to include a provision (s.59.1(1)) that restricts a municipality's ability to impose a charge, directly or indirectly, related to a development, or a requirement to construct a service related to development, except as permitted by the *Development Charges Act* or another Act. This provision is intended to restrict contributions sought by municipalities outside the legislative framework.

Section 4 (a) also outlines Council's base expectations regarding the requirement for developments to be built to "Energy Star" (or equivalent) specifications. This element was beneficial when the original Policy was created in 2009, however the Ontario Building Code has recently emerged as an industry leader with high standards regarding sustainability and energy efficiency. It is staff's opinion that the Ontario Building Code's standards sufficiently meet the Town's objectives regarding energy efficiency, and in fact, certain risks emerge when such standards are surpassed (i.e. those associated with a lack of air circulation in a building). Moreover, Town staff are only legally able to enforce OBC standards, not those that are over and above these standards.

Description of Section 4 (b) of the Policy - Addressing Additional Town Objectives

Similar to Section 4 (a), Section 4 (b) of the Policy outlines means by which development applications can address additional Town objectives and which may be considered by Council for servicing allocation.

These are:

- Forest cover contributions
- Contributions to the Town's Urban Stormwater Remedial Strategy (Stormwater Management Facility Retrofits)
- Provision of affordable housing
- Provision of Public Art or monetary contribution
- LEED® Silver, Gold, or Platinum developments

The Town has worked collaboratively with the development industry for a number of years to achieve the aforementioned community benefits (or voluntary financial contributions for such benefits, where appropriate). Again, these contributions have provided numerous benefits to the Town and have helped make Newmarket a desirable place in which to live and work, however the amendments to the *Development Charges Act* restrict these types of contributions.

Proposed Revisions to Sections 4 (a) and 4 (b)

Given the new legislative framework, as well as the advancements with the Ontario Building Code, it is no longer appropriate or necessary to specifically express these types of expectations in Town policy. It is therefore proposed that Sections 4 (a) and 4 (b) of the existing Policy be removed.

Notwithstanding this removal, it is staff's hope that the development community will continue to see the value of these contributions and continue to participate in a voluntary manner outside of the allocation and planning processes. Such contributions increase the desirability and marketability of the community which is beneficial for developers. This is a 'win/win' situation which the Town will work to continue, in order to assist the Town in achieving the objectives of the Official Plan and/or any other Town goals.

New Section regarding York Region's Sustainable Development Incentive Programs

York Region manages two programs designed to promote servicing efficiencies for residential developments: (i) the Servicing Incentive Program (SIP) which is applicable to developments up to and including 3 storeys in height; and (ii) the Sustainable Development Through LEED® incentive program which is focused on developments 4 storeys or higher.

Through these programs, developments that meet program criteria can qualify for servicing allocation assignment credits directly from the Region. The Region's credit contribution enables local municipalities to re-assign any unused allocation from the participating project to another proposal.

Neighbouring municipalities are encouraging developments to participate in these programs as a way to make most efficient use of available servicing. This is of particular significance until the Upper York Sewage Solution project is completed. Given that Newmarket is in the same servicing situation as neighbouring municipalities with respect to servicing, it is recommended that the updated Policy include these programs.

It is proposed that a new section be added to the Policy that *requires* all proposals for residential developments up to and including 3 storeys in height to participate in the SIP program, and *encourages* all proposals for residential developments of 4 storeys or higher to participate in the Sustainable Development Through LEED® incentive program.

The revised Servicing Allocation Policy, reflecting the above noted revisions, is included as Attachment 1 to this Report.

Elements of the Servicing Allocation Policy that Remain

The majority of the policies are not proposed to be revised. Two important sections of the Policy that are proposed to remain as currently stated are:

- Section 1 – which prioritizes developments for servicing allocation. This section prioritizes development applications within the Urban Centres over other applications outside of the Urban Centres. The Urban Centres are the subject of extensive planning and economic development efforts to facilitate their redevelopment and the Servicing Allocation Policy should support these efforts.
- Section 6 – which deals with the re-distribution of previously allocated servicing capacity. This section specifies that Council may rescind and reallocate previously allocated servicing capacity for developments where actual development of such land has not taken place within one year from the date that servicing capacity was first allocated. This is an important section that assists to encourage timely construction.

Public Benefits through Section 37 Density Bonusing

The proposed revisions to the Policy do not impact the Town's ability to negotiate public benefits / contributions for developments in the Urban Centres through the use of Section 37 of the Planning Act

regarding Density Bonusing. This legislation is reiterated in Town policy through Section 14.2.9 of the Urban Centres Secondary Plan, and is unaffected by the amendments to the *Development Charges Act* as outlined above. Therefore, the public benefits listed in Section 14.2.9 of the Secondary Plan may still be negotiated in exchange for additional height and/or density, provided it is within the Secondary Plan's stated "discretionary" limits.

Ensuring Continued Allocation from the Region

Through infrastructure improvements (forcemain twinning), in 2016 Newmarket was granted an additional 1500 persons of capacity which is expected to accommodate residential growth to the end of 2021. The Upper York Sewage Solution is scheduled for completion in 2024. Therefore there is a three year gap from 2021 to 2024 that needs to be addressed. Further discussions are anticipated with the Region regarding the continued assignment of servicing allocation in a manner that adequately accommodates planned growth during this three year gap, or sooner should available servicing allocation be exhausted.

COMMUNITY CONSULTATION

It is recommended that the draft Servicing Allocation Policy, included as Attachment 1 to this Report, be circulated to York Region and the development industry for review and comments for a period of 14 days.

HUMAN RESOURCE CONSIDERATIONS

There are no direct human resource impacts associated with this report.

BUDGET IMPACT

There are no direct budget impacts associated with this report.

BUSINESS PLAN AND STRATEGIC PLAN LINKAGES

Well-planned & Connected:

- Implement key elements of the Town's Strategic Plan, Official Plan and Secondary Plan.
- long-term strategy matched with short-term action plan

Living well:

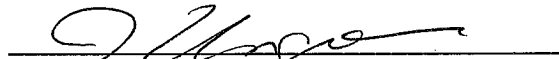
- sustainable practices (traffic and growth management)

CONTACT

For more information on this report, contact: Adrian Cammaert, Senior Planner, Policy, at 905-953-5321, ext. 2459; acammaert@newmarket.ca



Adrian Cammaert, MCIP, RPP, CNU-A
Senior Planner, Policy



Jason Unger, MCIP, RPP
Assistant Director of Planning



Rick Nethery, MCIP, RPP
Director of Planning & Building Services



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

Attachment(s):

Attachment 1 – Proposed Servicing Allocation Policy, revised May 2017



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Town of Newmarket Servicing Allocation Policy (Adopted by Council August 2009, as amended May 2011 and May 2017)

Prioritization of Servicing Allocation

1. It is the policy of the Council of the Town of Newmarket that, upon the York Region making available servicing capacity for allocation by the Town, the Town shall evaluate development applications in accordance with the following criteria:
 - a. Applications within the Urban Centres as shown on Schedule "A", Land Use Plan to the Town of Newmarket Official Plan shall be considered first for the allocation of servicing capacity. Where there are multiple applications within the Urban Centres that together exceed the available allocation, an analysis shall be undertaken by the Town to assess the objectives of the Official Plan and/or any other Town or Region goals that may be supported.
 - b. After consideration has been given to applications within the Urban Centres, consideration shall then be given to providing allocation to those applications in the Emerging Residential Areas as shown on Schedule "A", Land Use Plan to the Town of Newmarket Official Plan. Where there are multiple applications within the Emerging Residential Areas that together exceed the available allocation, an analysis shall be undertaken by the Town to assess the objectives of the Official Plan and/or any other Town or Region goals that may be supported.
 - c. After consideration has been given to applications within the Emerging Residential Areas, consideration shall then be given to providing allocation to those applications in the Stable Residential Areas as shown on Schedule "A", Land Use Plan to the Town of Newmarket Official Plan. Where there are multiple applications within the Stable Residential Areas that together exceed the available allocation, an analysis shall be undertaken by the Town to assess the objectives of the Official Plan and/or any other Town or Region goals that may be supported.

Participation in York Region's Sustainable Development Incentive Programs

2.
 - a. In order to maximize servicing, all proposals for residential developments up to and including 3 storeys in height are required to participate in York Region's Servicing Incentive Program (SIP).
 - b. In order to maximize servicing, all proposals for residential developments of 4 storeys or higher are encouraged to participate in York Region's Sustainable Development Through LEED® incentive program.

Allocation Tied to Land

3. For the purpose of the Servicing Allocation Policy, any allocation granted shall be tied to the land itself, and any timing of allocation contemplated shall not be affected by ownership changes, assignments of obligations by an owner, or agreements of purchase and sale.

Rescinding and Reallocation of Servicing

4. Where servicing capacity has been allocated to land and actual development of such land has not taken place within one year from the date that servicing capacity was first allocated to such land, such allocation shall be deemed to be rescinded and the Town may re-allocate such servicing capacity to other development(s).

Extension of Allocated Servicing

5. An owner of land to which servicing capacity has been allocated and who wishes to retain its allocation shall make application to Council within one year from the date that servicing capacity was first allocated to its land, and at least 60 days prior to expiry, for an extension of time to preserve its servicing allocation.

Modification or Replacement

6. Council reserves the right to alter, modify or replace this policy and/or any servicing capacity allocations as granted as a result hereof in the event that it should determine the same is necessary for strategic planning reasons.



May 8, 2017

**DEVELOPMENT & INFRASTRUCTURE SERVICES/PLANNING & BUILDING
SERVICES REPORT 2017-12**

TO: Committee of the Whole

SUBJECT: 2017 Servicing Allocation Review

ORIGIN: Planning and Building Services

RECOMMENDATIONS

THAT Development & Infrastructure Services/Planning & Building Services Report 2017-12 dated May 8, 2017 regarding the 2017 Servicing Allocation Review be received and the following recommendation(s) be adopted:

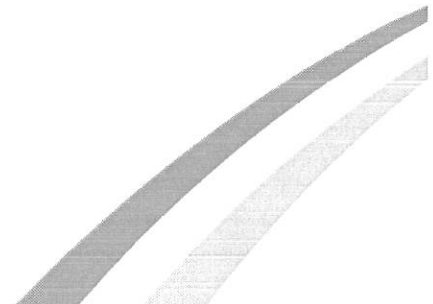
1. **THAT all previously-distributed servicing capacity be re-instated;**
2. **AND THAT allocation be granted to Marianneville in the amount of 3 detached dwellings (10 people) to complete Phase 2 as a result of the York Region District School Board releasing the school site in the approved draft plan of subdivision.**
3. **AND THAT the Town continues to hold the balance of its unassigned and uncommitted servicing capacity (1668 people, with a minimum of 455 people to be directed to the Centres and Corridors) in a strategic reserve.**

COMMENTS

Servicing capacity is currently significantly constrained.

The Town's available servicing capacity is currently severely constrained, and it is anticipated that this condition will continue for the foreseeable future, putting the Town in a challenging position to achieve its shared goals with the Region and Province for intensification in strategic areas. As such, staff and Council must take into account the scarcity of the allocation and make decisions accordingly.

The manner in which servicing capacity is distributed by the Town is governed primarily by the Town's Servicing Allocation Policy, which seeks to direct servicing capacity to the urban centres as a priority. Historically, staff has also considered matters such as orderly development, completion of communities, and maintaining an on-going sales and building program when considering the distribution of servicing capacity; however, with the limited availability of servicing capacity, the Town is no longer in a position to approach the distribution of allocation in a similar manner.



At the end of 2016, the Town had a strategic servicing allocation reserve in the amount of 1678 people, of which a minimum 455 is to be distributed within the Urban Centres as per Regional policy.

At the end of 2015, Newmarket's unassigned servicing capacity (i.e. the Town reserve) was 2560 people. In 2016 Council granted allocation to Phase 2 of the Marianneville development in the amount of 909 people, a Davis Drive townhouse development in the amount of 106 people from the Urban Centres' reserve, and Lorne Park Gardens (Mulock Drive townhouses) in the amount of 192 people. In accordance with its Inflow and Infiltration Agreement, Marianneville also "re-paid" its Phase 1 allocation to the Town in the amount of 325 people.

These actions resulted in a 2016 year-end Town reserve of 1678 people, of which a minimum 455 is to be directed to the Urban Centres as per Regional policy.

If the recommendations of this report are adopted, the Town's reserve would be reduced to 1668 people, of which a minimum 455 is to be directed to the Urban Centres.

Newmarket was granted an additional 1500 people worth of allocation in 2016, subject to completion of the Newmarket forcemain twinning.

In 2016 Newmarket was granted an additional 1500 persons of capacity, subject to completion of the Newmarket forcemain twinning. The additional capacity, once available, is expected to accommodate residential growth to the end of 2021.

This additional capacity is an interim measure until completion of the Upper York Sewage Solutions project, which is comprised of the forcemain twinning and the construction of a new water reclamation centre. As the water reclamation centre is not expected to be completed until 2024, the Region intends to report back to Regional Council by 2019 to provide an overview on capacity use and need in Newmarket (as well as Aurora and East Gwillimbury), to recommend possible servicing solutions to bridge any capacity gap.

Because the additional 1500 people is subject to works that are not yet completed, this report does not consider it available at this time. Staff continues to work closely with York Region in the monitoring of our available servicing capacity and our growth targets, and will report back to Committee with updates on the UYSS and any additional servicing capacity assignments from York Region in the interim.

The Town will recover all allocation granted to Marianneville (and the proposed Kerbel/Yonge & Millard development) through the Inflow and Infiltration Reduction Program.

In an effort to recover servicing capacity, Marianneville is undertaking an Inflow and Infiltration (I&I) program in the Town. The purpose of the I&I program is to reduce the inflow and infiltration of groundwater and stormwater into the sanitary sewer system in a specified area of Town in an effort to make the system more efficient, in effect creating additional capacity in the system.

The I&I agreement requires the developer to "re-pay" all allocation granted to both the Marianneville and Yonge/Millard developments. In this regard, the developer has satisfied staff that the initial work program is sufficient to reclaim the first phase of allocation (325 people) and, as such, this capacity has been added back into the Town's reserve as noted above.

The allocation previously granted to Marianneville for Phase 2 (909 people), plus the 10 people associated with the 3 lots previously contained within the school site, will also be re-paid to the Town as a condition of the I&I agreement.

All developments with servicing allocation are moving forward to registration and development.

The following chart identifies all current developments that have servicing allocation but that have not yet been registered. Each development is working towards subdivision/site plan registration either through the Development Coordination Committee or the staff site plan review team and, as such, it is recommended that each retain its previously-granted allocation.

Development	Current Allocation	Status
Sundial Homes Phase 1	665 people	Registration imminent
Marianneville Phase 2	909 people	Registration imminent
Landmark Estates Phases 4 & 5	271 people	Ph. 4 registered; Phase 5 registration in 2017
Davis Drive Townhouses	106 people (urban centres reserve)	Site plan application under review
Lorne Park Gardens	192 people	Site plan registration in 2017

Applications on file exceed available servicing capacity.

Based on the recommendations of this report, the Town would maintain an unassigned and uncommitted servicing reserve of 1678 people, with a minimum of 455 to be directed to the Centres and Corridors.

The Town has applications on file that, if approved, would require servicing capacity in the amount of approximately 3351 units (7276 people), of which approximately 1470 units (2868 people) are within the urban centres and approximately 1881 units (4408 people) are outside of the urban centres (refer to Appendix "A").

Staff will continue to monitor the progress of all development applications and will report back to Committee with recommendations to grant servicing allocation as deemed appropriate.

The Town continues to seek ways to find additional allocation to support growth.

In addition to the I&I program to be undertaken by Marianneville, the Town continues to look for ways to create additional capacity to support growth, including the Town's on-going partnership with the Region in the Servicing Incentive Program for both high-density residential development and grade-related residential developments. The purpose of these programs is to advance more sustainable development practices to maximize water efficiency (for example the use of low flow toilets, shower heads and faucets, as well as

the use of other measures such as grey water reclamation and rainwater harvesting) with any saved allocation coming back to the local municipality to be distributed as it deems appropriate.

A revision to the Servicing Allocation Policy is appropriate considering current Building Code requirements related to energy and water efficiency, as well as changes to Provincial legislation related to other fees and charges.

A report is on the May 8th Committee of the Whole Agenda regarding proposed changes to the Town's Servicing Allocation Policy, particularly dealing with green building standards and financial contributions as a result of changes to the Building Code and other Provincial legislation.

BUSINESS PLAN AND STRATEGIC PLAN LINKAGES

The on-going monitoring and distribution of servicing capacity is a growth management strategy that has linkages to the Town's Strategic Plan as follows:

Living Well – sustainable practices (traffic and growth management)

Well-planned and Connected – long-term strategy matched with short-term action plan

Maintaining a strategic servicing reserve to be granted to applications within the urban centres also supports the "Marketing the Corridors" initiative.

CONSULTATION

Letters were sent to the development community requesting phasing plans and proposed timing for construction. A copy of this report has been provided to the development community in advance of the Committee of the Whole meeting.

HUMAN RESOURCE CONSIDERATIONS

Not applicable to this report.

BUDGET IMPACT

There are no Capital or Operating budget impacts associated with this report.

CONTACT

For more information on this report, contact R. Nethery, Director, Planning & Building Services, ext. 2451, (rnethery@newmarket.ca).

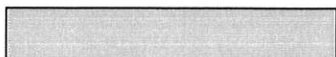

Assistant Director of Planning


Commissioner of Development &
Infrastructure Services


Director of Planning & Building Services

APPENDIX "A" – APPLICATIONS WITH NO SERVICING ALLOCATION

Development	Location	Approximate Unit Count/Allocation Requirement	Status
Sundial (Ph.2)	Davis Drive West	18 semi-detached; 156 townhouses (463 people)	Draft approved
Sundial (Balance of plan)		22 semi-detached; 222 townhouses (648 people)	Draft approved
Clock Tower	Main Street	165 apartments (322 people)	OMB
172 Main St. N.	Main Street N.	12 semi-detached (35 people)	Referred to public meeting
Marianneville (Balance of plan)	Davis Drive W.	9 townhouses; 12 mixed-use; 298 apartments (645 people)	Draft approved
King George School	Park Ave.	14 townhouses; 11 apartments (59 people)	Final report prepared
Dora Homes	Main Street N.	2 semi-detached; 9 townhouses (30 people)	Zoning (with "H") approved
Cougs	Silken Laumann Dr.	28 townhouses (74 people)	OMB documents finalized
Kerbel	Yonge/Millard	360 apartments (702 people)	Resubmission expected
Slessor	Yonge North	550 apartments (1073 people)	Zoning (with "H") approved
22 George/39 Davis Drive	Yonge/George	395 apartments (771 people)	Zoning (with "H") approved
Millford	Eagle Street	154 apartments; 38 townhouses (401 people)	Applicant responding to outstanding comments
Forest Green Homes Ph. 1	Leslie Street	269 townhouses (708 people)	Revised plan in circulation
Balance of plan		304 apartments (593 people)	
Goldstein	Leslie Street	10 townhouses (27 people)	Public meeting – May 30, 2016
Oxford Homes	Eagle Street	27 townhouses (71 people)	Public meeting held
Gorham Street Apts.	Gorham Street	82 apartments (160 people)	Referred to public meeting
Shining Hill	Yonge Street S.	12 detached; 10 semi-detached; 162 townhouses (494 people)	Referred to public meeting
Total (Approximate)		3351 units (7276 people)	

Legend:**Urban Centre**

(Yonge-Davis Provincial Urban Growth Centre; Yonge Street Regional Centre; Historic Downtown Centre)



CORPORATE SERVICES COMMISSION
Financial Services

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April 19, 2017

CORPORATE SERVICES REPORT – FINANCIAL SERVICES – 2017-18

TO: Mayor Tony Van Bynen and Members of Council

SUBJECT: 2017 Reserves and Reserve Funds Budget

ORIGIN: Director, Financial Services/Treasurer

RECOMMENDATION:

a) **THAT Corporate Services Report-Financial Services – 2017-18 dated April 19, 2017 regarding 2017 Reserves and Reserve Funds Budget be received and the following recommendation be adopted:**

i: **THAT the projected revenues for the 2017 Reserves and Reserve Funds Budget, as set out in the attachment, be approved.**

COMMENTS:

Purpose

The purpose of this report is to seek Council approval of the projected 2017 Reserves and Reserve Funds Budget.

Budget Impact

Projected reserves and reserve funds revenues, being interest earned, developer contributions, and other items paid directly to the reserves and reserve funds, are being added to the consolidated budget.

Summary

The 2017 budgeted revenues for reserves and reserve funds, including obligatory reserve funds, are \$29.9 million. They include \$19.9 million in transfers from the operating budget, \$2.4 million from the gas tax grant, and \$6.3 million in contributions from developers, mainly from Development Charges.

The projected December 31, 2017 balance of the reserves and reserve funds reflects a decrease of \$38.5 million from the beginning of the year. This is mainly due to the budgeted financing from the Asset Replacement Funds (ARF) exceeding the budgeted annual ARF contributions from the operating fund, and the \$9.9 million loan for the water meter replacement project.

BACKGROUND

The Reserves and Reserve Funds Budget has been developed based upon the following:

1. The 2017 Capital Budget, including carryovers – approved funding requirements
2. The 2017 Operating Budget – approved contributions and funding requirements
3. Interest earned on projected Reserve Funds balances
4. Estimated Reserve Funds revenues – Developer contributions, etc.
5. Application of the Reserves and Reserve Funds Guidelines approved by Council

The majority of this budget has already been established through the previous adoption of the 2017 Operating and Capital budgets. Reserves and reserve funds, including obligatory reserve funds (for development charges and parkland contributions, gas tax grant etc.), had a combined balance of \$75.8 million at the beginning of 2017, and are projected to have a balance of \$37.3 million at the end of 2017.

Total reserves and discretionary reserve funds are projected to be \$21.6 million at the end of 2017.

The 2017 reserves and reserve funds budget by group are summarized below.

1. Reserves and reserve funds for capital purposes

These reserves and reserve funds were set up for funding future capital projects.

Category	Beginning Balance 2017	Revenues	Expenses	Ending Balance 2017	Change over 2016
General Capital	3,440,357	251,300	2,752,091	939,566	(2,500,791)
Loan to Capital	(11,950,657)	818,744	10,246,993	(21,378,906)	(9,428,249)
Designated Capital	8,158,246	961,434	2,452,066	6,667,614	(1,490,632)
Asset Replacement Funds	22,653,403	16,595,672	26,711,723	12,537,352	(10,116,051)
TOTAL	22,301,349	18,627,150	42,162,873	(1,234,374)	(23,535,723)

Revenues in the General Capital and Designated Capital reserve funds are mainly transfers from the operating fund for things like capital financing, environmental land purchases, the official plan and other items that may on occasion be included in the operating budget..

The budgeted balance of the Asset Replacement Funds is projected to decrease by \$10.1 million during 2017. This is mainly due to budgeted financing from the Asset Replacement Funds

exceeding the budgeted annual ARF contributions from the operating fund. \$9.5 million of this is for funding capital carryovers (as amounts are only transferred from the reserve fund as required). Loan to capital, internal loans from the reserve fund to fund capital projects, is budgeted to increase by \$10.2 million mainly for the water meter replacement project.

2. Reserves and reserve funds for operating purposes

These reserves were set up for rate stabilization and operational contingencies.

Category	Beginning Balance 2017	Revenues	Expenses	Ending Balance 2017	Change over 2016
Operational Contingencies	1,769,282	-	210,000	1,559,282	(210,000)
Cyclical Expenses	613,799	115,904	-	729,703	115,904
Discretionary Operating	1,147,207	571	142,014	1,005,764	(141,443)
Operational Carry-overs	1,011,652	-	168,548	843,102	(168,550)
TOTAL	4,541,939	116,475	520,562	4,137,853	(404,086)

3. Obligatory reserves and reserve funds

These are legislated reserves and include cash-in-lieu contributions for parkland from developers, development charges, gas tax grant, and engineering administration fees for development. There are statutory restrictions on these reserve funds and their accounting treatment has been confirmed with our auditors..

Category	Beginning Balance 2017	Revenues	Expenses	Ending Balance 2017	Change over 2016
Parkland	984,477	186,118	527,129	643,466	(341,011)
Development Charges	23,329,586	5,268,717	15,495,462	13,102,842	(10,226,744)
Gas Tax Grant	2,932,610	2,472,779	4,177,546	1,227,843	(1,704,767)
Engineering Administration	868,358	654,302	845,518	677,143	(191,215)
TOTAL	28,115,032	8,581,916	21,045,655	15,651,291	(12,463,738)

Revenue estimates for development charges and cash-in-lieu contributions for parkland are extrapolated from the trends of the preceding three years.

4. Other reserves and reserve funds

These are reserves and reserve funds not included in the above groups.

Category	Beginning Balance 2017	Revenues	Expenses	Ending Balance 2017	Change over 2016
Development Related Revenues	2,559,418	130,349	633,751	2,056,016	(503,402)
Restricted Operating	15,892,625	1,737,663	3,421,091	14,209,197	(1,683,428)
Growth Funds	2,396,668	742,051	662,930	2,475,789	79,121
TOTAL	20,848,710	2,610,063	4,717,772	18,741,002	(2,107,709)

Restricted operating reserves are set aside for very specific purposes and include reserves for employee benefits.

Revenues in the Growth Funds include a projection of \$336,000 in voluntary trail contributions and \$360,000 in Recommending-A-Strategy (RAS) surcharges¹. A detailed list of all the reserves and reserve funds is attached to this report.

BUSINESS PLAN AND STRATEGIC PLAN LINKAGES

This report links to Newmarket's key strategic directions in being Well Managed through fiscal responsibility.

CONSULTATION

The 2017 Reserves and Reserve Funds Budget has been created from the 2017 Capital and Operating Budgets which were developed by staff and have undergone extensive review by the public, operational and senior staff, and Council.

HUMAN RESOURCE CONSIDERATIONS

Not applicable to this report.

¹ Some recreational programs and activities have a capital surcharge referred to as Recommending a Strategy or RAS for short. This was created as part of a Recreation master plan to obtain additional funding for facilities required to meet the demands of a growing community.

BUDGET IMPACT*Reserves and Reserve Funds Budget*

Projected reserves and reserve funds revenues, being interest earned, developer contributions, and other items paid directly to the reserves and reserve funds, are being added to the consolidated budget.

Operating Budget (Current and Future)

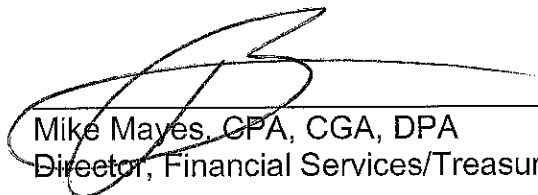

This report has no direct impact on the Operating Budget. All transfers to or from the Operating Budget were previously approved by Council.

Capital Budget

This report has no direct impact on the Capital Budget. All transfers to the Capital Budget were previously approved by Council.

CONTACT

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


Mike Mayes, CPA, CGA, DPA
Director, Financial Services/Treasurer
Esther Armchuk, LL.B.
Commissioner, Corporate Services

FW/vl
Attachment:

- a) 2017 Reserves and Reserve Funds Budget (8 pgs.)

2017 RESERVES AND RESERVE FUNDS BUDGET

Reserve / Reserve Fund Account		Account #	Balance Forward Jan.1/2017		Closing Balance Dec. 31/2017	
			\$		\$	
			REVENUES			
Bank & Investment Interest	Contributions	From General Fund	Other	Total Revenue		
\$	\$	\$	\$	\$	\$	\$
RESERVE FUNDS:						
Reserve Funds for Development-Related Revenues						
Tree Planting	Budget	432300	281,081			177,623
Perpetual Maintenance	Budget	442170	1,237,163			1,261,906
Planning Application Subdivision Fee	Budget	468110	690,780			366,093
Reserve Funds for Cyclical Expenses						
Election	Budget	413706	188,824			273,400
Inauguration	Budget	413707	56,394			77,722
Discretionary Operating Reserve Funds						
NEER Support	Budget	410907	58,535			(894)
Restricted Operating Reserve Funds						
CYFS Reserve Fund	Budget	421240	761,484			802,145
LTD - Town	Budget	410227	3,836,012			4,773,367
Medical Benefits Plan	Budget	410228	186,602			190,334
Dental Benefits Plan	Budget	410229	63,656			64,929
Seniors Fund	Budget	457371	1,172			1,195
McLarty Fund	Budget	457790	2,914			2,972
L.A.C.A.-Heritage Fund	Budget	458321	18,842			19,219
General Capital Reserve Funds						
Capital Contingency Fund	Budget	410901	77,897			18,855
Capital Financing Fund	Budget	410908	524,836			(215,601)
Community Benefit	Budget	410909	214,121			218,403
Designated Capital Fund	Budget	410903	1,593,825			441,643
Investment Income Fund	Budget	410910	-			-
Streetlight Retrofit Loan	Budget	410911	(8,143,852)			(8,186,144)
Loan for Fitness Centre	Budget	457302	-			(217,680)
Water Meter Replacement Loan	Budget	410913	(110,786)			(9,999,999)
Magna Centre Solar Panel Loan	Budget	410814	(1,389,298)			(1,330,853)
Solar Panel at RJT	Budget	410812	(591,029)			(565,847)
2013 Solar Panel	Budget	410902	(232,235)			(221,534)
Loan to Capital Fund	Budget	410900	(1,483,457)			(1,074,529)
Designated Capital Reserve Funds						
Road Reconstruction	Budget	432215	255,059			260,160
Purchase of Municipal Easement	Budget	432217	35,229			35,834
Sidewalks	Budget	432170	292,491			298,341
Pony Drive	Budget	432214	70,379			71,787

2017 RESERVES AND RESERVE FUNDS BUDGET

Reserve, Reserve Fund Account	Account #	Balance Forward Jan. 1/2017 \$	REVENUES					EXPENDITURES				Closing Balance Dec. 31/2017 \$
			Bank & Investment Interest \$	Contributions \$	From General Fund \$	Other \$	Total Revenue \$	To Capital Fund \$	To General Fund \$	Internal Transfers/Other \$	Total \$	
Dawson Manor Blvd.	432216	Budget	261				261				-	13,335
Insurance Proceeds Barn	410905	Budget	5,178				5,178				-	264,067
Library Non-TCA Capital Fund	410915	Budget	603				603				-	30,774
Public Art	457215	Budget	6,847				6,847				-	349,174
Theatre CIF Fund	457352	Budget	14,543		75,000		89,543		366,149		366,149	595,129
Theatre	457351	Budget	588				588				-	30,006
Museum Board	457331	Budget	168				168				-	8,563
Museum Conservation	457332	Budget	230				230				-	11,731
Museum Exhibit	457333	Budget	178				178				-	9,067
SWM Pond Maintenance	442183	Budget	29,469	239,000			268,469	644,841	39,730		684,571	1,280,110
Downstream Storm Drainage	442182	Budget	85				85				-	4,318
Stormwater Erosion	442181	Budget	123				123				-	6,251
Environmental Green Fund	410960	Budget	989				989				-	50,453
Environmental Land Purchase	410971	Budget	23,405		372,000		395,405		280,863		280,863	1,239,211
All Our Kids Playpark	457840	Budget	56				56				-	2,879
Playground Equipment	457881	Budget	4,102				4,102				-	209,203
Fence	432132	Budget	192				192				-	9,787
Secondary Planning Study	468000	Budget	2,240				2,240	30,000	30,000		60,000	84,217
Official Plan	468115	Budget	14,447		130,000		144,447	30,000			30,000	786,802
Parking Purposes	422717	Budget	9,502				9,502				-	484,622
Downtown Parking	422710	Budget	719				719	5,000			5,000	34,157
Holland River Walkway	457861	Budget	2,775				2,775				-	141,534
Trail Contribution-Eden Oak	462150	Budget	621				621				-	31,696
Sale of Property	410970	Budget	(5,020)				(5,020)	430,208			430,208	(471,105)
Stickwood-Walker Property	410973	Budget	11,973				11,973	593,275			593,275	313,993
Rawluk Property	410972	Budget	7,916				7,916				-	403,725
Fiddlerfest	457893	Budget	108				108				-	5,505
Festival of Lights	457892	Budget	72				72				-	3,687

Reserve / Reserve Fund Account		Account #	Balance Forward Jan.1/2017	\$
Asset Replacement Funds				
CYFS	471117	Budget	(162,341)	
IT	473628	Budget	3,776,341	
Roads	482267	Budget	4,043,259	
Water	482437	Budget	22,853,574	
Wastewater	482477	Budget	19,138,657	
Storm Sewer	482497	Budget	-	
Parks	482817	Budget	(11,826,373)	
Other	482917	Budget	1,759,525	
Library	485127	Budget	1,076,195	
Fire	487717	Budget	(256,055)	
Facilities	487767	Budget	(17,748,349)	
Growth Reserve Funds				
Growth Fund	490949	Budget	329,482	
Recommending A Strategy	457306	Budget	3,749	
T-Tail Voluntary Levies	462100	Budget	1,952,810	
TOTAL RESERVE FUND		Budget	30,872,669	
RESERVES:				
Reserves for Operational Contingencies				
Legal Services	322110	Budget	337,448	
HR Reserve	322510	Budget	96,860	
Corporate Consulting	322710	Budget	142,575	
Waste Management	323442	Budget	287,338	
Strategic Planning	327911	Budget	28,214	
Strategic Planning	327910	Budget	68,119	
Streetlighting	323730	Budget	175,000	
Winter Control	323632	Budget	334,027	
Reserves - Energy	328010	Budget	105,052	
Corporate Contingency	327210	Budget	90,000	
Insurance Claims	325413	Budget	104,649	

2017 RESERVES AND RESERVE FUNDS BUDGET

Reserve/ Reserve Fund Account				Account #	Balance Forward Jan/2017		REVENUES		EXPENDITURES				Closing Balance Dec. 31/2017	
					Bank & Investment Interest	Contri- butions	From General Fund	Other	Total Revenue	To Capital Fund	To General Fund	Internal Transfers/ Other	Total	
					\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Reserves for Development-Related Revenues														
Street Signs		322230	Budget	66,163					-				-	66,163
Finance Admin. Of Developments		324314	Budget	233,534					-		100,000		100,000	133,534
Anti-Tampering Devices		325162	Budget	50,707					-				-	50,707
Reserves for Cyclical Expenses														
Customer Survey		322313	Budget	36,196			10,000		10,000				-	46,196
Wages and Benefits		322810	Budget	318,856					-				-	318,856
Computer Incentive Program		324210	Budget	13,530					-				-	13,530
Discretionary Operating Reserves														
Continuous Improvement		324011	Budget	44,000					-				-	44,000
Hydro Dividend Reserve		329110	Budget	761,000					-				-	761,000
Corporate Rate Stabilization Fund		325210	Budget	294,799					-				-	294,799
Efficiency / Enhancement Fund		325310	Budget	(11,127)					-	43,142	38,872		82,014	(93,141)
Reserves for Operational Carry-Overs														
NDDC Incentive		323268	Budget	476,499					-		50,000		50,000	426,499
HR Consulting		323310	Budget	145,000					-		95,000		95,000	50,000
Customer Service		322314	Budget	-					-				-	-
IT		323113	Budget	50,000					-				-	50,000
Reserve-Recreation		323560	Budget	10,590					-				-	10,590
Grants		324414	Budget	5,649					-	6,048			6,048	(399)
Financial Services		324614	Budget	(28,335)					-				-	(28,335)
Reserve - Communications		324710	Budget	48,412					-				-	48,412
Operational Carry-Overs		328710	Budget	299,608					-		17,500		17,500	282,108
Wellness Reserve		328210	Budget	3,299					-				-	3,299
Charity - Golf Donations		328310	Budget	431					-				-	431
ERIC		324513	Budget	500					-				-	500

2017 RESERVES AND RESERVE FUNDS BUDGET

Reserve/ Reserve Fund Account		Account #	Balance Forward Jan.1/2017		EXPENDITURES										Closing Balance Dec. 31/2017	
			\$		REVENUES										\$	
			Bank & Investment Interest	Contri- butions	From General Fund	Other	Total Revenue	To Capital Fund	To General Fund	Internal Transfers/ Other	Total					
			\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$			
Restricted Operating Reserves																
Building Permits		324116	Budget	5,770,435					1,007,091	855,224		1,862,315	3,908,120			
Main St. BIA		326110	Budget	25,341								-	25,341			
NEAC		327168	Budget	5,800								-	5,800			
Library		325591	Budget	525,621								-	525,621			
Library-Fund Raising		325592	Budget	3,212								-	3,212			
Library-Strat. Plan Implmtn		325596	Budget	42,021								-	42,021			
Library-Strategic Plan		325594	Budget	1,257								-	1,257			
Library-Insurance		325595	Budget	10,000								-	10,000			
Maintenance - Water		324942	Budget	60,648								-	60,648			
Water Rate Stabilization Fund		327642	Budget	1,566,714		261,220		261,220	576,000	759,356		1,335,356	482,578			
Sanitary Sewer Rate Stabilization FL		327744	Budget	2,942,625		463,144		463,144	75,000	87,600		162,600	3,243,169			
Apprenticeship Grants		329010	Budget	1,916								-	1,916			
Youth Reserve		329274	Budget	15,053								-	15,053			
Public Works Services		329332	Budget	61,301						31,000		31,000	30,301			
General Capital Reserves																
Unexpended Capital		341010	Budget	1,029,678					335,732			335,732	693,946			
Designated Capital Reserves																
Minor Capital		323610	Budget	16,500								-	16,500			
Digital Initiative		328913	Budget	50,000								-	50,000			
Community Service Group		323552	Budget	2,000								-	2,000			
Growth Reserves																
Historic Downtown Centre		328410	Budget	15,122								-	15,122			
Regional Healthcare Centre		328510	Budget	58,179								-	58,179			
Regional Urban Centre		328610	Budget	37,326								-	37,326			
TOTAL RESERVES			Budget	16,819,330	-	734,364	-	734,364	2,218,013	2,069,552		4,287,565	13,266,129			

2017 RESERVES AND RESERVE FUNDS BUDGET

Reserve / Reserve Fund Account		Account #	Balance Forward Jan.12/2017 \$		EXPENDITURES										Closing Balance Dec. 31/2017 \$	
			Bank & Investment Interest	Contrib- utions	From General Fund	Other	Total Revenue	To Capital Fund			To General Fund			Internal Transfers/ Other	Total	
			\$	\$	\$	\$	\$	\$			\$			\$	\$	\$
Operational Contingencies			-	-	-	-	-	175,000			35,000			-	210,000	1,558,282
Development-Related Revenues			39,749	17,000	73,600	-	130,349	-			633,751			-	633,751	2,056,016
Cyclical Expenses			5,904	-	110,000	-	115,904	-			-			-	-	729,703
Discretionary Operating			571	-	-	-	571	43,142			98,872			-	142,014	1,005,764
Operational Carry-Overs			-	-	-	-	-	6,048			162,500			-	168,548	843,104
Restricted Operating			106,185	-	1,631,478	-	1,737,663	1,675,911			1,745,180			-	3,421,091	14,209,197
General Capital			(775,516)	-	1,215,560	630,000	1,070,044	12,608,559			390,525			-	12,999,084	(20,439,341)
Designated Capital			145,434	239,000	577,000	-	961,434	2,101,473			350,593			-	2,452,066	6,667,614
Asset Replacement Funds			348,422	-	16,247,250	-	16,595,672	20,808,581			5,903,142			-	26,711,723	12,537,352
Growth Funds			46,051	336,000	-	360,000	742,051	274,880			388,050			-	662,930	2,475,789
TOTAL RESERVE FUNDS AND RESERVES			(83,200)	592,000	19,854,868	990,000	21,353,688	37,693,594			9,707,613			-	47,401,207	21,644,480

SUMMARY BY FUNCTION									
Operational Contingencies	Budget	1,769,282							
Development-Related Revenues	Budget	2,559,418							
Cyclical Expenses	Budget	613,799							
Discretionary Operating	Budget	1,147,207							
Operational Carry-Overs	Budget	1,011,652							
Restricted Operating	Budget	15,892,625							
General Capital	Budget	(8,510,301)							
Designated Capital	Budget	8,158,246							
Asset Replacement Funds	Budget	22,653,403							
Growth Funds	Budget	2,396,668							
TOTAL RESERVE FUNDS AND RESERVES	Budget	47,691,999							

2017 DEFERRED REVENUE BUDGET

Reserve / Reserve Fund Account	Account #	Balance Forward Jan. 1/2017
		\$

REVENUES					Total Revenue
Bank & Investment Interest	Contributions	From General Fund	Other		
\$	\$	\$	\$	\$	\$

EXPENDITURES					Total
To Capital Fund	To General Fund	Internal Transfers/ Other			
\$	\$	\$	\$	\$	\$

Closing Balance Dec. 31/2017	\$
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Parkland		457815	984,477	16,118	170,000			186,118	277,129	250,000		527,129	643,466
Development Charges													
General Government	460100	520,062		5,653	111,000			116,653	529,829	56,000		585,829	50,886
Library	460200	2,406,634		49,643	276,000			325,643		125,000		125,000	2,607,277
Fire	460300	(1,528,943)		(44,165)	153,000			108,835	1,511,604			1,511,604	(2,931,712)
Recreation Facilities	460400	4,808,742		96,687	1,603,000			1,699,687	293,524	1,258,218		1,551,742	4,956,687
Outdoor Recreation	460500	9,902,984		142,015	1,251,000			1,393,015	6,721,650	133,800		6,855,450	4,440,549
Yards & Fleet	460600	345,647		4,903	245,000			249,903		445,998		445,998	149,552
Town-Wide Engineering	460700	4,679,691		62,879	1,001,000			1,063,879	4,064,465	8,000		4,072,465	1,671,105
Dev. Charges-Parking	460800	1,430,058		27,807	268,000			295,807	347,374			347,374	1,378,491
Area Specific DC - Rotundo	460101	65,804		1,316				1,316				-	67,120
Area Specific DC - Rawluk Farm	460102	7,234		145				145				-	7,379
Area Specific DC - Block 9	460103	18,391		368				368				-	18,759
Area Specific DC - Walker Farm	460104	19,936		399				399				-	20,335
Area Specific DC - Goldstein	460105	653,347		13,067				13,067				-	666,414
Total DC's		23,329,587		360,717	4,908,000		-	5,268,717	13,468,446	2,027,016	-	15,495,462	13,102,842

2017 DEFERRED REVENUE BUDGET

Reserve / Reserve Fund Account		Account #	Balance Forward Jan. 1/2017		Closing Balance Dec. 31/2017	
			\$	\$	\$	\$
REVENUES						
Bank & Investment Interest	Contri- butions	From General Fund	Other	Total Revenue		
\$	\$	\$	\$	\$		
Engineering Administration						
Engineering Admin.-Subdivision	469991	868,358		654,302		677,142
Federal Gas Tax Grant						
Gas Tax	432250	2,932,610	2,431,586	2,472,779	4,177,546	1,227,843
TOTAL DEFERRED REVENUE						
		28,115,032	-	2,431,586	8,581,916	15,651,293
					Increase/(Decrease) Deferred Revenue Fund	
					Budget	
					17,923,121	3,122,534
					-	21,045,655
TOTAL RESERVES, RESERVE FUNDS & DEFERRED REVENUE						
					55,616,715	12,830,147
					-	68,446,862
					Increase/(Decrease) R & RF & DEF Revenue Fund	
					Budget	
					37,295,779	(38,511,258)

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COMMUNITY SERVICES – RECREATION & CULTURE
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April 26, 2017

JOINT REPORT
COMMUNITY SERVICES REPORT – RECREATION & CULTURE
CORPORATE SERVICES – FINANCIAL SERVICES
REPORT # 2017-06

TO: Committee of the Whole
SUBJECT: Artificial Turf Field – Request for Additional Funding
ORIGIN: Community Services – Recreation and Culture

RECOMMENDATIONS

THAT the Joint Community Services – Recreation & Culture and Corporate Services – Financial Services Report # 2017-06 dated April 26, 2017 regarding a request for additional funding for construction of an Artificial Turf Field in partnership with the York Region District School (YRDSB) be received and the following recommendation(s) be adopted:

- 1. THAT Council approve additional funding with an upset limit of \$250,000, to be funded completely from Development Charges, for the purpose of construction of an artificial turf field in partnership with York Region District School Board.**

COMMENTS

Background

In April 2015, Staff was directed by Council to continue discussions with YRDSB to develop a framework for an agreement to partner in building an Artificial Turf Soccer Field to be located on School Board Property. In January, 2016 an official agreement was made with YRDSB – costs related to the construction of a soccer field are to be split evenly between YRDSB and the Town of Newmarket.

A PIC was conducted in the fall of 2016. A few concerns were raised by surrounding residents with respect to tree buffering and lighting of the field. As such, an additional \$300,000 was approved in the 2017 budget to ensure LED lighting and appropriate trees and landscaping buffering would occur.

The project was tendered by YRDSB in early 2017. The tender has now closed. The lowest bid came in higher than anticipated. As such, for the project to proceed the Town's contribution has increased by just over \$200,000.

As per the terms of the agreement, the Town has the option to walk away from the project now or proceed with an increased budget.

Staff are recommending that the Town proceed with the project recognizing that the additional required funding can be funded entirely through development charges and would have no impact on tax increases.

Should the Town not proceed with the partnership there would be two options available to the Town:
Option 1 – build an artificial turf field on our own and bear 100% of costs. This would represent an investment of close to \$3 Million compared to the \$1.5 Million expected by partnering with the School Board.

Option 2 – not provide an artificial turf field for use within our community. This would represent a lower level of service than almost all other communities in York Region.

BUSINESS PLAN AND STRATEGIC PLAN LINKAGES

Living Well

- Emphasis on active lifestyles and recreational opportunities

Well Balanced

- Recreational facilities and services
- Events that help shape identity and contribute to community spirit

CONSULTATION

Community sport organizations are aware of the partnership with YRDSB including the specific location of the field. They are very supportive of the potential project. Community consultation has also occurred with individual follow up with residents and concerns have been addressed.

HUMAN RESOURCE CONSIDERATIONS

Staffing levels will need to increase with additional contract seasonal staff to perform necessary maintenance. This was included in the 2017 operating budget.

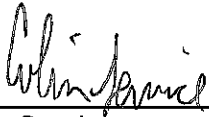
BUDGET IMPACT

Additional funding would be obtained through development charges.

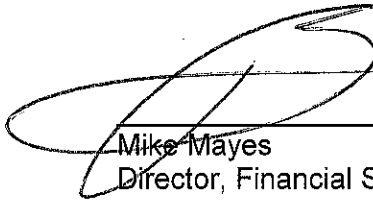
All operating expenses have already been addressed through the operating budget.

CONTACT

For more information on this report, contact: Colin Service, Director Recreation & Culture, at ext. 2601 or cservice@newmarket.ca.



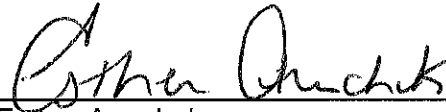
Colin Service
Director, Recreation and Culture



Mike Mayes
Director, Financial Services



Ian McDougall
Commissioner, Community Services



Esther Armchuk
Commissioner, Corporate Services



**Newmarket Public Library Board
Regular Board Meeting
Wednesday, February 15, 2017
Newmarket Public Library Board Room**

Present: Joan Stonehocker, Chair
Tara Brown, Vice Chair
Kelly Broome
Darcy McNeill (arrived at 5:36 pm)
Venkatesh Rajaraman (arrived at 5:38 pm)
Jane Twinney
Tom Vegh

Staff Present: Todd Kyle, CEO
Linda Peppiatt, Deputy CEO
Lianne Bond, Administrative Coordinator

The Library Board Chair called the meeting to order at 5:35 pm

Adoption of Agenda Items

1. Adoption of Regular Agenda
2. Adoption of the Closed Session Agenda
3. Adoption of Consent Agenda items

The Chair asked if there were any additions to the agenda.

Motion 17.02.182

Moved by Jane Twinney

Seconded by Kelly Broome

That Agenda items 1) to 3) be adopted as presented.

Carried

Declarations

None were declared.

Consent Agenda Items:

4. Adoption of the Regular Board Meeting Minutes for Wednesday, January 18, 2017
5. Strategic Operations Report for January, 2017
6. Library Statistical Data for January, 2017
7. Monthly Bank Transfer

Motion 17.02.183**Moved by Tara Brown****Seconded by Tom Vegh**

That Consent Agenda items 4) to 7) be received and approved as presented.

Carried

Closed Session

8. There were no Closed Session items.

Reports

9. Impact Survey

Results from the Impact Survey conducted on Library public access technology was presented to the Library Board.

Motion 17.02.184**Moved by Tom Vegh****Seconded by Darcy McNeill**

That the Library Board receive the report on the Impact Survey.

Carried

Business Arising

10. Leadership by Design e-Learning

a) Knowledge Gap Analysis

Deferred to the next Regular Library Board meeting.

11. Library Board Action List

The Library Board reviewed and updated the Action list.

Motion 17.02.185**Moved by Kelly Broome****Seconded by Venkatesh Rajaraman**

That the Library Board received the Library Board Action List.

Carried

New Business

12. Interdepartmental and Hydro Budgets

The CEO reviewed the report regarding over expenditures in Hydro, interdepartmental labour and equipment budgets, due to unexpected emergencies.

Motion 17.02.186**Moved by Jane Twinney****Seconded by Venkatesh Rajaraman**

That the Library Board receive the report on interdepartmental and hydro budgets;

And That the Library Board authorize the over expenditures as reported;

And That the C.E.O. follow-up with Town of Newmarket Staff regarding future interdepartmental cost allocations.

Carried

13. Newmarket Chamber of Commerce Home Show, March 31 to April 2, 2017

The Library will be participating in the Newmarket Chamber of Commerce Home Show being held at the Ray Twinney Centre March 31 to April 2, 2017. Board members were invited to assist with this year's Library booth.

Date(s) of Future Meetings

14. The next regular Library Board meeting is scheduled to March 15, 2017 at 5:30 in the Library Board room.

Adjournment

Motion 17.02.187

Moved by Tara Brown**Seconded by Darcy McNeill**

That there being no further business meeting adjourned at 6:05 pm.

Carried

Joan Stonehocker
Chair

Todd Kyle, CEO
Secretary/Treasurer

March 7, 2017 at 7:00 PM

Mulock Room

The meeting of the Heritage Newmarket Advisory Committee was held on Tuesday, March 7, 2017 in the Mulock Room, 395 Mulock Drive, Newmarket.

Members Present: Councillor Hempen (7:16 to 8:58 p.m.)
Athol Hart, Chair
Soni Felix Raj
Billie Locke
Joan Seddon
Rohit Singh
Malcolm Watts

Staff Present: S. Niezen, Records and Project Coordinator

Guest: D. Clark, Acting Design Chief, Infrastructure & Development
York Region Rapid Transit

The meeting was called to order at 7:00 p.m.

A. Hart in the Chair.

Additions & Corrections to Agenda

The Chair advised of a status update presentation by Mr. David Clark of York Region Rapid Transit regarding the property known as the former Union Hotel at the corner of Main Street and Davis Drive.

Declarations of Interest

Councillor Hempen declared a conflict of interest in Item 9 being discussion regarding the Ontario Municipal Board Pre-Hearing with respect to Main Street Clock Inc. as he owns a business within close proximity of the subject lands.

Presentations/Deputations

1. Mr. David Clark, Acting Design Chief, Infrastructure & Development, York Region Rapid Transit addressed those present with a status update regarding the properties known as 425 and 431 Davis Drive (former Union Hotel). He provided a review of the history with respect to the rapid transit construction project on Davis Drive, the heritage

buildings located along the thoroughfare, issues associated with the relocation of the buildings further back from the street and the restoration efforts of the structures. Mr. Clark also advised of concerns related to the restoration of the building bricks versus the clapboard that existed on the structure in its early days. He requested the Heritage Committee's observations related to restoration of clapboard or brick before commencement of such project.

The Chair advised that the presentation information related to the property known as 425 and 432 Davis Drive be received and brought back to the April meeting of the Heritage Newmarket Advisory Committee for further discussion and that Mr. Clark be invited to the April meeting for follow-up.

Approval of Minutes

2. Heritage Newmarket Advisory Committee Minutes of February 14, 2017.

Discussion ensued regarding the e-mail circulated by the Senior Planner – Community Planning with respect to the property known as the John Bogart House on Leslie Street and the demolition of the garage and associated charges and fine penalties.

Moved by: Malcolm Watts
Seconded by: Joan Seddon

THAT the Heritage Newmarket Advisory Committee Minutes of February 14, 2017 be approved.

Carried

Correspondence

3. Correspondence dated February 23, 2017 from the Committee of Adjustment regarding 770 Gorham Street.

Moved by: Councillor Hempen
Seconded by: Rohit Singh

THAT the Heritage Newmarket Advisory Committee has concerns regarding the side yard setback and the setback from the street of the property known as 770 Gorham Street as the proposed building will diminish the streetscape and appearance of the heritage home.

Carried

4. Correspondence from National Trust for Canada regarding Launch Pad Coaching Grants.

Moved by: Joan Seddon

Seconded by: Billie Locke

THAT the correspondence from National Trust for Canada regarding Launch Pad Coaching Grants be received;

AND THAT the Heritage Newmarket Advisory Committee consider utilizing the Young Canada Works Internship Program.

Carried

Items

5. Notice of the Passing of a Zoning By-law Amendment by the Town of Newmarket regarding By-law 2017-05 with respect to Yonge Street and Davis Drive Urban Centres.

Moved by: Soni Felix Raj

Seconded by: Malcolm Watts

THAT the Notice of Passing of Zoning By-law Amendment regarding By-law 2017-05 with respect to Yonge Street and Davis Drive Urban Centres be received for information.

Carried

6. Walking Tour Historical District Brochure Discussion.

Discussion ensued and the Committee members agreed that they would like to see a separate heritage conservation district map contained within the walking tour historical district brochure. A suggestion was made to confirm with the Town's Graphic Designer how this can be accomplished.

7. Designated Property Maintenance and Concerns.

a) Site plaques

The Chair advised he is awaiting an update from the Town's Senior Planner – Community Planning regarding site plaques.

b) Residence plaques

The Chair advised that a resident contacted him regarding a dwelling plaque having what they believed to be incorrect information. He advised that he is awaiting evidence confirmation of accuracy. The Chair advised that the Committee members would like to know where the Municipal Property Assessment Corporation obtains structure build dates which they provide to residents on their assessment notices. The Chair requested that the Town's Supervisor of Property Tax & Assessment obtain and provide this information for the Heritage Newmarket Advisory Committee.

c) Heritage location plaques

There was no discussion regarding the Heritage location plaques at this time.

8. Heritage Newmarket Budget.

Moved by: Rojit Singh

Seconded by: Joan Seddon

THAT a representative from the Town's Financial Services Department attend an upcoming Heritage Newmarket Advisory Committee meeting to provide a verbal explanation of the budget report.

Carried

9. Ontario Municipal Board Pre-Hearing re: Clock Tower Proposal Discussion.

Discussion ensued regarding the upcoming Ontario Municipal Board Pre-Hearing for the property known as Main Street Clock Inc. and Committee members requested participation status at the pre-hearing. A suggestion was made to have the Senior Planner – Community Planning follow up with the Legal Department regarding this ask.

Councillor Hempen took no part in the discussion of the foregoing matter.

10. Request for Heritage Conservation District Designation of Paddytown.

The Chair provided an update regarding a recent request by a resident for heritage designation of Paddytown. He advised that he will provide an explanation to the resident that there are several other areas of Town that are of interest for possible designation before any work on the possible designation of the area known as Paddytown will commence.

Moved by: Rojit Singh
 Seconded by: Joan Seddon

THAT the verbal update by the Chair regarding the resident request for heritage designation of Paddytown be received.

Carried

11. Reports of Committee Members.

a) Architecture, Recreation, Culture, Heritage (ARCH) Committee

The Chair advised that Mr. Rob Wilson is now the Manager of Culture and Community Events and is now the Town's liaison to the ARCH Committee. ARCH Members are awaiting input from the Planning and Building Services Department regarding the architectural piece known as 'Colonel Cotter's Gazebo'. The ARCH Committee has proposed that this piece be relocated to Fairy Lake Park as a Canada 150 project and is now waiting on information on how to proceed with such.

b) Elman W. Campbell Museum Board

The Chair advised that E-Signs Canada has submitted a proposal for a new sign at the museum at the estimated cost of \$21,997.00. The museum is a designated heritage building and the Heritage Newmarket Advisory Committee must approve the sign design. This matter will be added to the April, 2017 agenda for further discussion. B. Locke to e-mail the proposed new sign design to Heritage Newmarket Advisory Committee Members.

c) Lower Main Street South Heritage Conservation District Advisory Group

The Chair advised that the Lower Main Street South Heritage Conservation District Advisory Group is currently looking at several properties within the district; there is a proposal for the refurbishment of the property known as the Widdifield House at the southwest corner of Botsford Street and Main Street. The Advisory Group has also requested that the owner of the property known as the former King George Hotel work with the Chair of Heritage Newmarket on the refurbishment efforts of that property. The Chair also provided an update regarding the application for a sign permit for the proposed restaurant known as Snakmrkt in the lower portion of the Buckley's Insurance building. He advised that the sign permit application is for neon and the Lower Main Street South Heritage Conservation District Advisory Group has objected to this type of advertisement.

c) Newmarket Historical Society Board of Directors

J. Seddon provided a verbal update regarding the Newmarket Historical Society Board of Directors recent discussions with respect to Canada 150 celebration proposals and advised of a recommended event entitled 'On Bogart Pond' in June, 2017 in conjunction with a paper written by Mr. Malcolm Watts detailing the history of Bogarttown and Upper Canada.

New Business

12. J. Seddon inquired regarding the possible sale of the Baptist Church.

Moved by: Councillor Hempen
Seconded by: Joan Seddon

a) THAT the site plan that includes the Baptist Church and the neighbouring manse property be brought to the next Heritage Newmarket Advisory Committee meeting along with information of potential purchaser's options of purpose and use of the property.

Carried

Adjournment

Moved by: Billie Locke
Seconded by: Joan Seddon

THAT the meeting adjourn.

Carried

There being no further business, the meeting adjourned at 8:58 p.m.

Date

A. Hart, Chair

Tuesday, March 21, 2017 at 7:30 PM
Community Centre Hall # 2
200 Doug Duncan Drive

The meeting of the Main Street District Business Improvement Area Board of Management was held on Tuesday, March 21, 2017 in Hall # 2 of the Community Centre - 200 Doug Duncan Drive, Newmarket.

Members Present: Glenn Wilson, Chair
Councillor Bob Kwapis
Elizabeth Buslovich (7:33 to 9:15 p.m.)
Anne Martin
Peter Mertens
Olga Paiva
Carmina Pereira
Jackie Playter
Rory Rodrigo
Siegfried Wall

Guests: Kathy Kumpula
Mike D'Angela
Donna D'Angela
Rob Gardner, Newmarket Car Club
Anne-Marie Million, National Play Festival
Jacob Gal, York Region Pride Fest

Staff Present: C. Kallio, Economic Development Officer
C. Service, Director of Recreation & Culture (7:30 to 8:00 p.m.)
L. Moor, Council/Committee Coordinator

The meeting was called to order at 7:30 p.m.

G. Wilson in the Chair.

Additions/Corrections to Agenda

The Chair advised of the following additions to the agenda:

- a) Outstanding Invoice from Website Studio Inc.
- b) Deputation by Mr. Jacob Gal on behalf of York Region Pride Festival

Moved by: Rory Rodrigo
 Seconded by: Jackie Playter

THAT the additional items be included in the agenda.

Carried

Declarations of Pecuniary Interest

None.

Presentations

None.

Deputations

Mr. Jacob Gal on behalf of York Region Pride Fest addressed the Board of Management with details related to this year's York Pride Festival and parade scheduled for June 17, 2017 at Riverwalk Commons. Mr. Gal advised of this year's theme being Colours of Canada to coincide with Canada 150 celebrations and he requested the opportunity to work collaboratively with the BIA membership for a successful event.

Moved by: Jackie Playter
 Seconded by: Olga Paiva

THAT the York Pride Festival and parade scheduled for June 17, 2017 at Riverwalk Commons be endorsed by the Main Street District Business Improvement Area Board of Management.

Carried

Approval of Minutes

1. Main Street District Business Improvement Area Board of Management Minutes of February 21, 2017.

Moved by: Councillor Kwapis
 Seconded by: Carmina Pereira

THAT the Main Street District Business Improvement Area Board of Management Minutes of February 21, 2017 be approved.

Carried

Items

2. Marketing Sub-committee Report

The Chair distributed copies of the Marketing Sub-committee Minutes of March 17, 2017.

Moved by: Anne Martin
Seconded by: Rory Rodrigo

THAT the Marketing Sub-committee Minutes of March 17, 2017 be received.

Carried

3. Street Events Update

C. Pereira provided a verbal update regarding the upcoming Easter festivities. She advised that most of the advertising will be conducted on social media as well as the 'What's Happening' portion of the Era newspaper and a SNAP'd representative will be invited to take photos.

Moved by: Siegfried Wall
Seconded by: Elizabeth Buslovich

THAT the verbal update report regarding the upcoming Easter festivities be received.

Carried

4. Financial Update

The Economic Development Officer distributed a document providing details of the revenues and expenses to date for the Main Street District Business Improvement Area Board of Management.

Moved by: Jackie Playter
 Seconded by: Anne Martin

THAT the verbal update by the Economic Development Officer regarding the Main Street District Business Improvement Area Board of Management revenue and expenses to date be received.

Carried

5. Newmarket Downtown Development Committee Update

The Economic Development Officer advised that the next scheduled meeting of the Newmarket Downtown Development Committee is Friday, March 31, 2017 and an update would be provided at the April meeting of the Main Street District Business Improvement Area Board of Management.

Moved by: Olga Paiva
 Seconded by: Rory Rodrigo

THAT the verbal update by the Economic Development Officer regarding the Newmarket Downtown Development Committee be received.

Carried

6. Newmarket Car Club – Car Show Event

Discussion ensued regarding the feasibility of the Car Show event taking place on Sunday, June 11, 2017 instead of Saturday, June 10, 2017 as to not impede on area businesses that rely heavily on Saturday transactions.

Moved by: Olga Paiva
 Seconded by: Councillor Kwapis

THAT the Main Street District Business Improvement Area Board of Management endorse the Newmarket Car Club Car Show event to be held on Sunday, June 11, 2017.

Carried

The Chair advised that he would attempt to engage all the Main Street retailers to advise them of the Sunday car show event in an effort to have them remain open for business.

7. Ontario BIA Conference Discussion

Discussion ensued regarding anticipated attendance at the Ontario Business Improvement Area Conference scheduled for April 2 to 5, 2017 in Toronto.

Moved by: Peter Mertens
Seconded by: Carmina Pereira

THAT the Main Street District Business Improvement Area Board of Management allocate an amount of \$2,000.00 for two Board Members attendance at the three day Ontario Business Improvement Area Conference on April 2 to 5, 2017 in Toronto. (\$1466.74 registration fee + \$500.00 expenses).

Carried

P. Mertens suggested that the Board Members attending the conference should study the details contained within the Business Improvement Area Handbook.

8. Newmarket National Play Festival

R. Rodrigo provided a verbal update regarding the status of the upcoming Newmarket National Play Festival scheduled for July 21 to 23, 2017. He read aloud from a brief, highlighting details of how many play script submissions have been received to date, information on proposed pop-up galleries and anticipated participation of local merchants. Discussion ensued regarding available sponsorship opportunities and the Board heard from Ms. Anne-Marie Million with respect to sponsorship amounts and headlining positions.

Moved by: Rory Rodrigo
Seconded by: Carmina Pereira

THAT an amount of \$10,000.00 be allocated to the Newmarket National Play Festival from the Main Street District Business Improvement Area Board of Management to acquire the headlining title presenting sponsorship.

Carried

8. Website Invoice Update

Discussion ensued regarding the photographs on the BIA website and the associated outstanding invoice of \$678.00 for use of those photographs since the inception of the upgraded website.

Moved by: Carmina Pereira
 Seconded by: Anne Martin

THAT the invoice from Mr. Jason Wightson of Website Studio Inc. in the amount of \$648.00 for use of his photographs on the BIA website be paid with thanks.

Carried

Closed Session

The Chair advised there was no requirement for a closed session.

New Business

a) Councillor Kwapis distributed copies of maps showing the downtown core parking options and suggested that Board Members distribute to area merchants. Councillor Kwapis advised that the Town is currently conducting a wayfinding study initiative which will be coming forward to Council in due course. The Economic Development Officer provided a status update about the wayfinding initiative and advised that the Community Centre Lands Task Force has allocated some funding for wayfinding signage opportunities.

b) Carmina Pereira distributed a document entitled York Region Transit Rate Card which highlighted options and costs to advertise on York Region buses.

Moved by: Jackie Playter
 Seconded by: Olga Paiva

THAT an amount of \$1685.00 be approved for Main Street District Business Improvement Area advertising on the Newmarket/Aurora/East Gwillimbury bus routes for period of 12 weeks.

Carried

c) Jackie Playter advised that Councillor Kwapis will be shaving his head on April 2, 2017 at Upper Canada Mall to raise funds in the fight against cancer.

d) The Economic Development Officer provided an update regarding the recent Council adoption of the outdoor patios hours of operation extension to 11:00 p.m. seven days per week. A suggestion was made that the Chair sends out an e-mail to the area restaurants advising of the extension of outdoor patio hours of operation.

Adjournment

Moved by: Olga Paiva
Seconded by: Elizabeth Buslovich

THAT the meeting adjourn.

Carried

There being no further business, the meeting adjourned at 9:15 p.m.

Date

G. Wilson, Chair

The meeting of the Newmarket Downtown Development Committee was held on Wednesday, February 1, 2017 in Hall # 4 of the Community Centre - 200 Doug Duncan Drive, Newmarket.

Members Present: Jackie Playter, Chair
Councillor Kwapis
Barbara Leibel
Olga Paiva
Steve Whitfield

Staff Present: C. Kallio, Economic Development Officer
L. Moor, Council/Committee Coordinator

Guests: Athol Hart
Glenn Wilson

The meeting was called to order at 2:19 p.m.

Jackie Playter in the Chair.

Additions & Corrections to the Agenda

The Economic Development Officer advised of an addition to the agenda being a Community Grant Application for consideration.

Declarations of Interest

Olga Paiva advised that due to ongoing litigation, she would not be participating in any discussion or voting pertaining to Item 2 of the agenda, due to a conflict of interest regarding the use of the lane easement as outlined in the statement of claim issued to neighbouring properties, Lake Simcoe Region Conservation Authority and the Town of Newmarket in April 2014.

Approval of Minutes

1. Newmarket Downtown Development Committee Minutes of April 29, 2016.

Moved by: Steve Whitfield

Seconded by: Barbara Leibel

a) THAT the Newmarket Downtown Development Committee Minutes of June 24, 2016 be approved.

Carried

Items

2. Financial Incentives Program Grant Application 2016-04 – Interior Renovation and Improvement Program and Planning and Building Fees Rebate/Credit Program – 352 Doug Duncan Drive.

The Economic Development Officer provided a verbal update regarding Financial Incentives Program Grant Application 2016-04 and advised that the owner of the building intends to make interior renovations for a restaurant with a game playing theme (i.e. – board games, bocce, shuffleboard etc.) and is seeking financial assistance for the renovations as well as planning and building fees rebate/credit program.

Moved by: Barbara Leibel

Seconded by: Councillor Kwapis

a) THAT the Interior Renovation and Improvement Program in the amount of \$15,000.00 be approved;

i) AND THAT the Planning and Building Fees Rebate/Credit Program in the amount of \$227.50 be approved;

ii) AND THAT Snackmrkt Inc., 299 Court Street, Newmarket, ON L3Y 3S6 be notified of this action.

Carried

Olga Paiva took no part in the discussion or voting of the foregoing matter.

3. Financial Incentives Program Grant Application 2016-06 – Façade Improvement and Restoration Program – 253 Main Street South.

The Economic Development Officer provided a verbal update regarding the application and advised the Owner had been served an order for deterioration of the property and is now seeking funding assistance for façade repairs. Discussion ensued regarding the potential dangerous situation surrounding the building with dangling electricity wires.

Moved by: Barbara Leibel
Seconded by: Steve Whitfield

a) THAT the Façade Improvement and Restoration Program Grant Application in the amount of \$5,650.00 be deferred;

i) AND THAT Ms. Ida Valentini, 34 Halmar Park Road, Pepperlaw, ON L0E 1N0 be notified of this action.

Carried

A suggestion was made to have the applicant provide more details of the quotation received for façade improvements with a breakdown of specifics related to stucco surfacing and cement block repair.

4. Financial Incentives Program Grant Application 2016-02 – Project Feasibility Study Program – 514 Davis Drive.

The Economic Development Officer provided a verbal update regarding Financial Incentives Program Grant Application 2016-02 and advised that the Owners of 514 Davis Drive are seeking to re-develop the property into significant office space and are requesting funding assistance with the architectural fees.

Moved by: Steve Whitfield
Seconded by: Barbara Leibel

a) THAT the Project Feasibility Study Program Grant Application in the amount of \$10,000.00 be approved;

i) AND THAT 1548373 Ontario Inc., c/o Oskar Group, 3660 Midland Avenue, Suite 200, Toronto, ON M1V 0B8 be notified of this action.

Carried

5. Financial Incentives Program Grant Application 2017-02 – Project Feasibility Study Program – 231-233 Main Street South.

The Economic Development Officer provided a verbal update regarding Financial Incentives Program Grant Application 2017-02 and advised that the Owners of 221-233 Main Street South (former Bank of Montreal building) intend to engage heritage architects to make recommendations in an effort to restore both the interior and exterior of the building and are seeking funding assistance for the Project Feasibility Study.

Moved by: Barbara Leibel
Seconded by: Olga Paiva

a) THAT the Project Feasibility Study Program Grant Application in the amount of \$10,000.00 be approved;

i) AND THAT Ms. Penny Zielinski, 35 Bridle Path, Sharon, ON L0G 1V0 be notified of this action.

Carried

6. Community Grant Application – Newmarket Car Club.

The Economic Development Officer provided a verbal update regarding the Community Grant Application by the Newmarket Car Club whose organizers are seeking to bring the car show event to Main Street on June 10, 2017 with an alternative rain date of June 17, 2017 and are seeking funding assistance of \$2,000.00.

Moved by: Steve Whitfield
Seconded by: Olga Paiva

a) THAT the Community Grant Application by the Newmarket Car Club in the amount of \$2,000.00 for the car show event be conditionally supported subject to endorsement by the Main Street District Business Improvement Area Board of Management.

Carried

New Business

Jackie Playter advised those present about her concerns related to the empty building known as the Clock Tower and the appearance of its' neglected condition.

Councillor Kwapis advised that he had presented a Motion to Committee of the Whole regarding vacant storefronts and by-law enforcement practices related to same.

Adjournment

Moved by: Barbara Leibel
Seconded by: Steve Whitfield

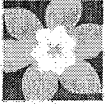
THAT the meeting adjourn.

Carried

There being no further business, the meeting adjourned at 3:21 p.m.

Date

Jackie Playter, Chair



Canadian Cancer Society
Société canadienne
du cancer

November 28, 2016

Mayor Tony Van Bynen and Members of Council

Town of Newmarket

RE: Exemption from Noise By-Law for an event

Dear Mayor Van Bynen and Members of Council:

I'm writing to you as the Fundraising Specialist for the Canadian Cancer Society Holland River Community Office.

I am asking for an exemption to the Noise By-Law for our 2017 Relay for Life event, June 23rd 7 pm to 1:00 am, at Pickering College.

I am writing to ask you to grant us permission to play music during these hours. For the past 13 years, we have held this successful fundraising event at Pickering College.

Music is very important to the event as it helps keep our participants motivated and provides them with entertainment throughout the 6-hour event.

As always, we will do our best to ensure we do not disturb the neighbours of the college. We believe that Relay for Life is an important event. It will benefit the community at large as the funds that are raised in our community, stay in our community to support many services and educational initiatives.

Thank you for your support.

Sincerely,

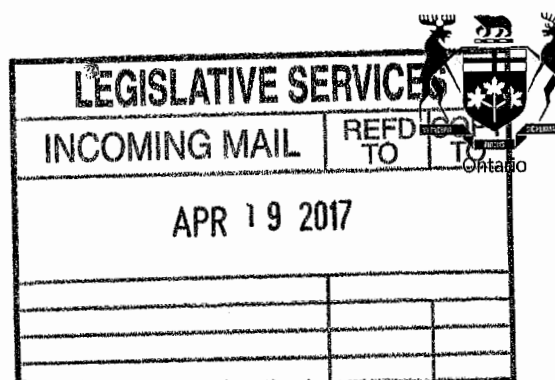
Karen Beaulieu, CFRE
Fundraising Specialist

**Minister
Responsible for
Seniors Affairs**

6th Floor
400 University Avenue
Toronto ON M7A 2R9
Tel.: (416) 314-9710
Fax: (416) 325-4787

**Ministre délégué
aux Affaires des
personnes âgées**

6^e étage
400, avenue University
Toronto ON M7A 2R9
Tél.: (416) 314-9710
Télééc.: (416) 325-4787



April, 2017

Dear Mayor or Reeve,

June marks the 33rd anniversary of Seniors' Month in Ontario. To recognize the important role seniors play in our communities, we will be celebrating this year under the theme of "Living Your Best Life."

During our celebrations in June, we can highlight how our seniors have built our communities and continue to contribute their time and talents in many ways.

It's important we all recognize their achievements, and what better way than by proclaiming June as Seniors' Month in your community. I am asking you to make this proclamation and have attached a sample to make it easier for your municipality to participate. We will also be sending promotional materials for Seniors' Month soon.

I would also like to encourage you to work with your local MPP(s) to host Seniors' Month events in your community. We would be happy to help you promote your event online. Please send your event details to infoseniors@ontario.ca.

Two years ago we introduced our Twitter account to Ontario's seniors and we were impressed by the enthusiastic response to our online campaign. If you haven't already done so, please follow us [@OntSeniors](https://twitter.com/OntSeniors).

For 2017, I encourage you to visit (and like) our new Facebook page: facebook.com/SeniorsOntario, where seniors across Ontario can share information important to them.

Each year, municipalities have the opportunity to pay tribute to one outstanding senior with the Senior of the Year Award. A certificate, provided by the Ontario government, is signed by Her Honour the Honourable Elizabeth Dowdeswell, Lieutenant Governor, myself as Minister of Seniors Affairs, and the local Head of Council.

I encourage you to submit a nomination before April 30, 2017 and during Seniors' Month, showcase how your seniors are making a difference in your community. Throughout the month of June, I hope to visit a number of municipalities to help celebrate the achievement of local seniors.

Finally, for more information on Seniors' Month and other supports for seniors, please visit the Ministry website at www.ontario.ca/seniors.

Thank you for your consideration, and for honouring how our seniors are living their best lives.

Sincerely,

Dipika Damerla
Minister of Seniors Affairs

Enclosed: sample proclamation

Seniors' Month Proclamation

Seniors' Month
June 1 – 30, 2017

WHEREAS Seniors' Month is an annual province-wide celebration;

WHEREAS seniors have contributed and continue to contribute immensely to the life and vibrancy of this community;

WHEREAS seniors continue to serve as leaders, mentors, volunteers and important and active members of this community;

WHEREAS their contributions past and present warrant appreciation and recognition and their stories deserve to be told;

WHEREAS the health and well-being of seniors is in the interest of all and further adds to the health and well-being of the community;

WHEREAS the knowledge and experience seniors pass on to us continues to benefit all;

I, Mayor _____, do hereby proclaim June 1-30, 2017 **Seniors' Month** in _____ and encourage all citizens to recognize and celebrate the accomplishments of our seniors.

Dated in the Mayor's Office on this _____ day of _____, 2017.

Mayor



April 12th, 2017

Ms. Lisa Lyons,
Town Clerk,
Town of Newmarket,
395 Mulock Drive,
Box 328, Station Main,
Newmarket,
Ontario L7B 1A1

Re: Request for Proclamation and Flag Raising for York Region's Pride Week: June 9-18, 2017

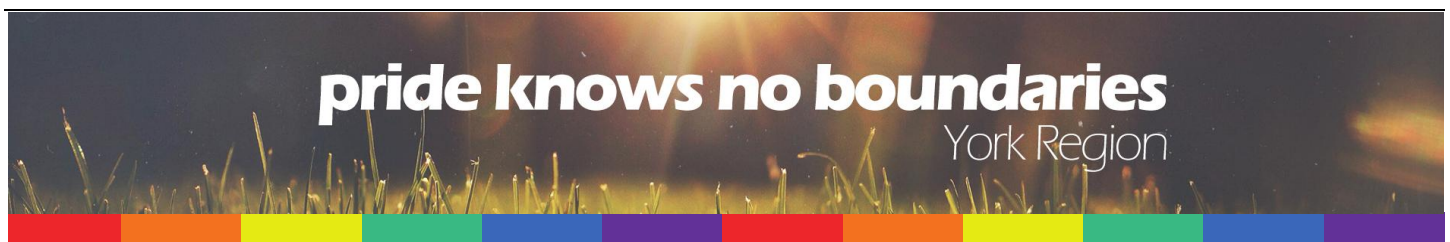
Dear Ms. Lyons,

On behalf of York Region's Lesbian, Gay, Bisexual and Transgendered (LGBT+) community and its allies, we are writing to request your municipality's participation in York Region's 17th annual Pride Week festival – to proudly unite with us in celebration and promotion of acceptance, inclusivity, equality and love.

York Pride Fest is a registered not-for-profit, community based organization that has organized York Region's Annual Pride Festival each year for the past decade. This festival is one of the many growing regional Pride Week festivals across Canada and includes many events; most notably the annual York Region Pride Parade and concurrent festivities that incorporate live entertainment, a community fair and a variety of other family-friendly activities. This year, these will include celebration of Canada's 150th anniversary.

Our organization brings visibility to the region's LGBT+ community in order to pursue its mission to illuminate and celebrate human diversity, captivate the general public and inspire inclusivity. York Pride Fest is run entirely by a team of dedicated volunteers which includes representatives from many local organizations. It is because of the generous support from our partners that we are able to be as active in the community as we are.

By choosing to align yourself with our Pride Festival, you demonstrate your commitment to a safe, inclusive and discrimination free region for all of our citizens.



165-A Pony Drive, Newmarket, ON, L3Y 7B5

Online: www.yorkpridefest.com

Phone: 905-235-3186

Email: info.2017@yorkpridefest.com

This year, we are requesting involvement and leadership from the Town of Newmarket through:

- **The Proclamation of Pride Week** (June 9th – 18th, 2017). This proclamation would be a valued acknowledgement of the lives and contributions of people of all sexual orientations and gender identities living in York Region. Each year, for more than a decade, York Region's Pride Week has been recognized by the Regional Municipality of York and proclaimed by most of York Region's nine municipalities.
- **Rainbow Flag Raising during Pride Week** on a municipal flagpole in the Town of Newmarket, in celebration of diversity, inclusivity and equality. Last year's Pride Week was launched by official flag-raising ceremonies in five municipalities, and additionally at the regional headquarters of York Regional Police in Aurora. Throughout Pride Week the flag was also flown without ceremony by many schools and various public service organizations.

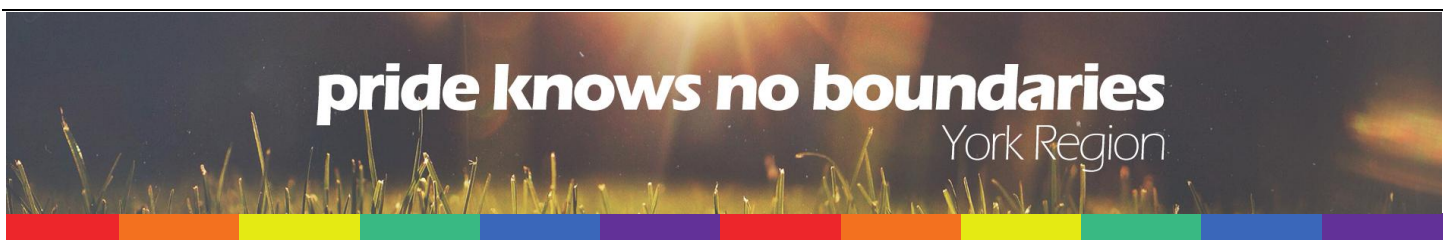
Thank you for your consideration and we look forward to welcoming you, your elected officials, your colleagues and community members at this year's Pride Week festivities celebrating Canada's 150th anniversary.

For information about York Region's 2017 Pride Week, please visit yorkpridefest.com or contact jacob.gal@yorkpridefest.com.

Sincerely,



Jacob Gal
Development & Communications





MOB 1.002

Newmarket Masonic Temple
411 Millard Avenue, Newmarket, Ontario L3Y 2A4

Wednesday, April 4, 2017

Mayor Tony Van Bynen
395 Mulock Drive
P.O. Box 328 Station Main
Newmarket, Ontario
L3Y 4X7

LEGISLATIVE SERVICES		
INCOMING MAIL	REFD TO	COPY TO
APR 10 2017		

MAYOR'S OFFICE		
INCOMING MAIL	REFERRED TO	COPIED TO
COUNCIL		
CAO		
APR 07 2017		
COMMISSIONER		
DEPARTMENT		
CLERKS	✓	
CONCERNS		

Dear Mayor Van Bynen,

We are writing to you as the Worshipful Masters of Tuscan Lodge No. 99 and Corinthian Lodge No. 481, in the Town of Newmarket, and on behalf of its concordant bodies. This year we will be celebrating the 300th Anniversary of "modern" Freemasonry. To celebrate this auspicious occasion, The Grand Lodge of Canada in the Province of Ontario, has requested a Province-wide Open House of all lodges to be held on Saturday, June 3rd, 2017 from 10:00 am to 2:00 pm.

To mark this occasion, we would like to request that a motion be put forward to Council to designate the day of June 3rd, 2017 as Freemasons' Day in Newmarket.

We thank you in advance for your consideration and look forward to your response.

Sincerely,

W. Bro. W. Scott Doel
Worshipful Master
Tuscan Lodge A.F. & A.M. No. 99 G.R.C.

W. Bro. David Henrickson
Worshipful Master
Corinthian Lodge A.F. & A.M. No. 481 G.R.C.

From: David Kempton
Sent: March-30-17 12:52 PM
To: Customer Service - Reception
Cc:
Subject: Re: Council proclamations

Thank you, Janet

I will be sending two requests for proclamations, from two different organizations. Here is the first:

Name of Organization: Cycle Newmarket

Dates Required: May 29 to June 30

Reason for Proclamation Request: Cycle Month in Newmarket. Coordinate with various Cycle Month events throughout the GTHA that will be happening at the same time. Celebrate Newmarket's recent progress in improving cycling infrastructure; Public awareness of active transportation in Newmarket.

Thanks
Dave Kempton



TOWN OF NEWMARKET

Outstanding Matters Schedule A

Item	Subject	Recommendations & Responsibility	Date to come back to Committee	Comments
1.	Committee of the Whole – February 22, 2016 – Item 27 Motion – Councillor Hempen Welcome Entrance Sign	<p>THAT staff report back on the feasibility and suitable location for the installation of a community welcome entrance sign at the intersection of Longford Drive and Davis Drive;</p> <p>AND THAT staff also provide a suitable design for the welcome sign. The cost of the sign will be covered by private fundraising.</p> <p>➤ Development and Infrastructure Services</p>	<p>Q2/Q3, 2016 Q4, 2016 Q1, 2017 Q2, 2017 June 19, 2017</p>	Subject to confirming preferred location of installation with adjacent property owner
2.	Council – April 4, 2016 – Item 5 Joint Report Community Services - Recreation and Culture, Development and Infrastructure Services - Public Works, Engineering, Corporate Services - Finance 2016-14 dated March 31, 2016 regarding Implementation Plan - Future Facilities and Land Use.	<p>THAT Phase 2 of the Recreation Playbook Implementation Plan be approved as outlined in the report, with public consultation done as part of applicable design processes;</p> <p>AND THAT Phase 3 of the Recreation Playbook Implementation Plan be shared with the community through a public consultation process and that staff then report back;</p> <p>AND THAT future Council Workshops be done to consider specific uses and negotiation strategies on potential property acquisitions, as outlined in the report;</p> <p>AND THAT as part of the 2016 Capital Budget, the design for an outdoor basketball court at Ken Sturgeon Park be undertaken, and funding for construction be requested in the 2017 Capital Budget funded from Development Charges and Capital Reserves, in order to include this project in Phase 2 of the Recreation Playbook implementation plan.</p> <p>➤ Recreation and Culture</p>	<p>Q4, 2016 Q2, 2017</p>	An information report will be forthcoming in May, 2017 outlining a series of PIC's that will be related to various aspects of Phase 3 of the Recreation Playbook
3.	Council – June 27, 2016 – Item 34 Development and Infrastructure Services Report – ES 2016-24 regarding Savage Road/Sandford Street Traffic Review	<p>THAT Item 4 – Active Transportation Plan (bicycle lanes) on Sandford Street from Mulock Drive to Savage Road with a possible extension along Savage Road to Paul Semple Park entrance be deferred in order to provide an opportunity to work with residents to monitor and evaluate the traffic calming measures.</p> <p>➤ Engineering Services</p>	Q2, 2017	Meeting scheduled with Councillor May 5th and further updates provided following the meeting

Strikethrough indicates that the item will be removed from the outstanding list prior to the next OLT meeting

Bold indicates that the item will be on the upcoming agenda

Last revisions made on April 26, 2017

(Updated and including the Committee of the Whole Minutes of April 10, 2017)

	Item Subject	Recommendations & Responsibility	Date to come back to Committee	Comments
4.	Committee of the Whole – August 29, 2016 – Item 20 – Corporate Services Report – Legislative Services 2016-17 regarding ‘Potential Regulation of Driving School Instructors’	<p>THAT staff host a PIC in November, 2016 to seek Council, public and industry input on the potential regulation of driving school instructors operating in the Town of Newmarket;</p> <p>AND THAT staff continue to work with the MTO and driving school instructors operating in the Town of Newmarket to mitigate traffic and perceived safety concerns raised by residents;</p> <p>AND THAT staff bring back a report in the first quarter of 2017 regarding the potential regulation of driving school instructors operating in the Town of Newmarket.</p> <p>➤ Legislative Services</p>	May 8, 2017	
5.	<p>Committee of the Whole – February 6, 2017 – Item 14 – Motion –Councillor Kwapis – Vacant Storefronts</p> <p>Committee of the Whole – April 10, 2017 – Item 11 (2)</p>	<p>THAT Council direct staff to review options, best practices and by-laws that are used by towns and cities to prevent and/or manage unsightly vacant storefronts in areas of special interest such as Main Street. This report to be brought back to Council within 120 days.</p> <p>A suggestion was made to include residential dwellings/units as part of staff's review.</p> <p>➤ Legislative Services</p>	June, 2017	Meeting with Legislative Services, Planning and Economic Development Officer to establish proposal
6.	Committee of the Whole – February 27, 2017 – Item 19 – Development & Infrastructure Services – Planning & Building Services and Public Works Services Report 2017-05 – Tree Removal, Protection Policies and Regulations	<p>THAT Council direct staff to update the existing Tree Preservation, Protection, Replacement and Enhancement Policy.</p> <p>➤ Planning and Building Services</p>	Q3/Q4, 2017	
7.	Committee of the Whole – February 27, 2017 – Item 23 – Motion – Councillor Bisanz	<p>THAT staff prepare a report on options and opportunities to address residential on street and off street parking challenges. Specifically, the report should consider the impact that changing economics and demographics have on housing occupancy and ways in which the Town of Newmarket can better balance reasonable parking needs with streetscape aesthetics, active transportation objectives and effective by-laws enforcement.</p> <p>➤ Planning and Building Services</p>	Q3, 2017	
8.	Committee of the Whole – February 27, 2017 – Item 21 – Item 3 of Central York Fire Services – Joint Council Committee Minutes of October 4, 2016 regarding Burning By-laws Discussion.	<p>THAT the Central York Fire Services – Joint Council Committee recommendation be approved and that staff be directed to review the current burning by-law in conjunction with Aurora staff (specifically, By-law and Fire Services)</p> <p>➤ Legislative Services – By-law Enforcement</p>	June, 2017	
9.	Council – March 27, 2017 – Item – Motion Councillor Twinney	<p>To ask staff to review Zoning By-law 2010-40 and 2013-40 to address best practices related to infill development standards across the town as a whole.</p> <p>➤ Planning & Building Services</p>	Q3, 2017	

**TOWN OF NEWMARKET****Outstanding Matters
Schedule B**

Item	Subject	Recommendations & Responsibility	Date to come back to Committee	Comments
1.	<p>Council – December 14, 2015 – Item 35 – Joint Development and Infrastructure Services – Planning and Building Services/ES 2015-44 – Proposed Trail from Yonge Street to Rita's Avenue</p> <p>Council – January 18, 2016 – Item 35</p>	<p>THAT staff provide alternate trail options for this area at a lower cost.</p> <p>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.</p> <p>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;</p> <p>AND THAT staff also include in the report the option of installing lighting along the George Luesby Park Trail.</p> <p>➤ Planning and Building Services</p>	<p>Timeline to be determined</p>	<p>Deferred subsequent to VivaNext construction</p>
2.	<p>Committee of the Whole – November 28, 2016 – Item 23</p> <p>Development & Infrastructure Services Report – ES 2016-54 Public Consultation and Support Plan – Transportation Services Update</p>	<p>THAT the Public Consultation and Support Plan as outlined in Appendix A be adopted for use starting January 1, 2017;</p> <p>AND THAT the Public Consultation and Support Plan be reviewed both internally and by the public throughout 2017 for improvements for 2018, if necessary.</p> <p>➤ Engineering Services</p>	<p>Q1, 2018</p>	

	Item Subject	Recommendations & Responsibility	Date to come back to Committee	Comments
3.	Internet Voting and Ranked Ballots	THAT staff report back on Internet Voting and Ranked Ballots in 2019 immediately following the 2018 Municipal Election.	Q1, 2019	
4.	Committee of the Whole – February 27, 2017 – Item 19 – Development & Infrastructure Services – Planning & Building Services and Public Works Services Report 2017-05 – Tree Removal, Protection Policies and Regulations	<p>AND THAT Council direct staff to prepare and bring to a future meeting a by-law regulating and protecting significant trees on private property;</p> <p>AND THAT Council direct staff to prepare and bring to a future Council meeting a by-law protecting trees on municipal property.</p>	2018	
5.	Committee of the Whole – March 20, 2017 – Item 20 – CAO/Finance/Human Resources Report 2017-03 – Council Remuneration and Tax Status	<p>THAT Council maintain the 1/3 tax free status relative to Council remuneration;</p> <p>AND THAT the matter of Council Remuneration and Tax Status be brought forward within the first twelve months of a new term of Council beginning in 2018.</p>	2018	
6.	Council – December 5, 2016 – Item 44 Development & Infrastructure Services – Planning & Building Services Report 2016-25 – 178, 170, 184, 188, 190 and 194 Main Street	<p>THAT in 120 days, staff be directed to bring back an amendment to the Heritage Conservation District Plan and By-law for consideration of Council that would outline the criteria which would need to be met by applicants in order to be considered for approval for a fourth storey set back from the street by a minimum of 15 (fifteen) feet.</p> <p>➤ Planning and Building Services</p>		This direction has been deferred as it will be Council's position at the Ontario Municipal Board hearing related to 178-194 Main Street South

	Item Subject	Recommendations & Responsibility	Date to come back to Committee	Comments
7.	Council – June 7, 2016 – Item 35 Joint Office of the CAO and Commissions of Development and Infrastructure Services, Community and Corporate Services Report 2016-08 – Federal Infrastructure Funding	<p>THAT staff provide Council with a prioritized list of infrastructure projects currently not funded through Development Charges, the Asset Replacement Fund or Other Reserve Funds for implementation between 2018 to 2025 that augment existing priorities, strategies and master plans or leverage grant funding for initiatives that achieve our Corporate Vision of a 'Community Well Beyond the Ordinary'</p> <p>➤ Strategic Initiatives</p>	2018	Awaiting next phase of funding announcements

April 27, 2017

**CORPORATE SERVICES REPORT –
LEGISLATIVE SERVICES 2017-07**

TO: Committee of the Whole

SUBJECT: Restricted Area for Driving Schools and Instructors

ORIGIN: Licensing Officer

RECOMMENDATIONS

- 1) That Corporate Services Report – Legislative Services 2017-07 dated April 27, 2017 regarding “Restricted Area for Driving Schools and Instructors” be received; and,
- 2) That Council provide direction regarding the Options contained in this report.

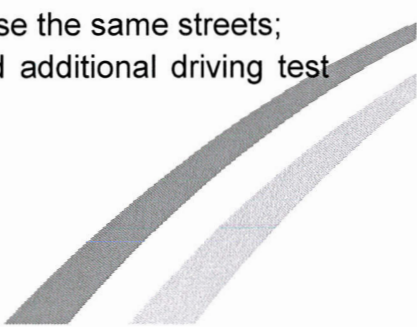
COMMENTS

Background and Discussion

In August 2016, Report 2016-17 (attached as **Appendix “A”**) was presented to Council regarding the potential regulation of driving school instructors in the Town of Newmarket. Council directed staff to host a Public Information Centre to seek Council, public and industry input. This Report came forward in response to complaints from Newmarket residents who were experiencing increased traffic on residential streets. The traffic increase was a result of the DriveTest Centre, being relocated to 320 Harry Walker Parkway from the Town of Aurora.

Public Information Centre

On December 6th, 2016 a Public Information Centre was held and staff presented information on the Town’s authority to:

- create a “Restricted Area” so that driving instructors cannot use the same streets;
 - request that DriveTest/Ministry of Transportation (MTO) add additional driving test routes to alleviate traffic on streets used for driving tests;
- 

- create regulations for Driving School Instructors to decrease the number of additional vehicles using the test route streets on a daily basis;
- inquire with the MTO about future plans to develop another DriveTest Centre location in York Region.

Staff also advised residents that the Town does not have jurisdiction to:

- impose changes to the DriveTest Exam routes, or require DriveTest examiners to use different streets when conducting driving tests;
- impose restrictions on where and when DriveTest can operate;
- move the DriveTest Centre to another location or municipality.

In attendance were Driving School Instructors, staff from the local Member of Provincial Parliament's (MPP) Office and DriveTest Centre.

Residents and driving school instructors supported a "Restricted Area" by-law and would like it to be in effect at all times not just during DriveTest business hours, and that the driving school instructors be permitted in the Restricted Area when picking up or dropping off students who reside in that area. Staff distributed letters, information packages and feedback forms to numerous driving school businesses in Newmarket and York Region.

Further Consultation Meetings

In December 2016 and January 2017 Town staff, residents, driving instructors and DriveTest management attended meetings at MPP Chris Ballard's Office. Residents expressed their concerns and raised questions which were directed to the MTO, including:

- test route locations;
- route requirements (such as distance, time of test and qualifications for test route streets);
- number of DriveTest Centre's in York Region;
- Driving Instructor/School/Vehicle certification by the MTO;
- use of non-residential roads for testing.

The MTO has advised that they have no current plans for an additional DriveTest Centre elsewhere in York Region but has indicated that routes may be amended if there are safety concerns. The Ministry also indicated that it is a requirement for tests to take place on residential streets.

Information was also gathered from several municipalities throughout the Greater Toronto Area with DriveTest Centre's in their areas. These municipalities have faced similar challenges with traffic on residential streets in close proximity to the DriveTest Centre.

The City of Burlington recently passed a similar By-law to the one proposed in this report, as Option One. This includes a "Restricted Area" that prohibits driving instruction in the area for the purpose of decreasing traffic on the streets identified as driving test route streets.

Actions To Date

The DriveTest Centre has implemented a process to evenly distribute driving tests between each of the test routes within the designated area. Even distribution among the test routes should decrease the level of traffic to approximately 25% of the experienced traffic levels in each area. Previously a disproportionate number of DriveTest examiners were using the same route which resulted in an increased level of traffic on specific streets along that route.

The DriveTest Centre has also issued warning letters to Driving School businesses, indicating that Driving Instructors are not permitted on the streets used by DriveTest for driving exams (see **Appendix "B"**). Should Driving Schools/Instructors not abide by this warning, DriveTest can ban the instructor from using the DriveTest Centre for 30 days. This warning and potential ban is an effective method of deterrence and enforcement should Driving Schools or Instructors continue to over use the test routes streets.

Staff conducted traffic studies in February and March to determine if the changes made by DriveTest (assigning test routes to examiners and sending formal warning letters to driving schools) have impacted the traffic levels. Parking officers observed various streets in the proposed Restricted Area for one hour time periods ranging from morning (9:00 AM) to evening (8:30 PM) on weekdays and various times throughout the day on Saturday and Sunday. On streets with observations, the average number of vehicles observed was two (including unmarked vehicles and driving school vehicles) per hour.

However, the majority of logs indicated that officers did not observe any vehicles practicing driving maneuvers on the street during the hour they were present. Twelve out of the twenty-one logs indicated that no vehicles were observed practicing driving maneuvers during the various hour time periods. The highest number of vehicles observed per hour was five, from 3:00 PM to 4:00 PM on a weekday.

Options

Option 1 - Restricted Area By-law

Implement a "Restricted Area By-Law". This By-law would prohibit driving instruction in the restricted area, which would encompass the DriveTest Driving exam routes. See **Appendix "C"** for a map of the proposed Restricted Area.

- Staff will undertake a communication and education program for driving schools and instructors regarding the "Restricted Area";
- Signs will be posted on the streets in the proposed Restricted Area.

Option 2 – No Regulation

The DriveTest Centre is governed by Provincial Regulations, the concerns with respect to the DriveTest Centre be directed to the MTO or DriveTest Centre Management.

The Ministry of Transportation certifies driving schools and driving instructors with the following requirements:

- Holds a valid Ontario driver's licence (other than class G1, G2, M1, M2, or M(L);
- Be 18 years of age or older;
- Have no demerit points on their driver's record;
- Pass a terminal check at the DriveTest Centre to ensure they meet licensing requirements;
- Meet MTO vision standards;
- Pass a G1 knowledge test (there is a one-year wait period following two unsuccessful attempts);
- Pass a Class G road (highway) test (there is a one-year wait period following two unsuccessful attempts);
- Pass a vulnerable sector check;
- Complete a MTO-approved driving instructor's course.

Staff does not recommend licensing driving schools and instructors as the licence requirements would be very similar to the MTO and would be a change in the level of service currently provided, resulting in budget impacts (as outlined in Report 2016-17, attached as **Appendix "A"**).

Next Steps

Should Council approve Option 1 "Restricted Area By-Law" (attached as **Appendix "D"**):

- A By-law will be brought to the June 6th, 2017 Council meeting with Notice given;
- Staff will undertake a communication and education program for Driving Schools and Driving Instructors, including brochures, create content for Town's website and social media posts;
- Place signs in the perimeter of the "Restricted Area" to indicate that driving instruction is prohibited in the area;
- Enforcement would take the form of enforcement blitzes in the "Restricted Area" and complaint-based responses.

Should Council approve Option 2:

- Staff will continue to monitor complaints and communicate with DriveTest Centre.

BUSINESS PLAN AND STRATEGIC PLAN LINKAGES

This report relates to the “Well Equipped and Managed” link of the Town’s community vision implementing policy and processes that reflect sound, accountable governance.

CONSULTATION

Staff consulted with and reviewed the input of a sample of driving schools operating in Newmarket, affected residents, the Ministry of Transportation, the MPPs office, and other municipalities in the preparation of this report.

HUMAN RESOURCE CONSIDERATIONS

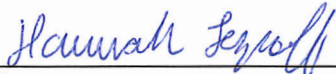
Communications, education, administration and enforcement activities associated with the “Restricted Area By-Law” are accommodated within existing staff levels.

BUDGET IMPACT

The costs, including education and enforcement will be accommodated with the 2017 budget and existing staff levels. The cost for signs is approximately \$50.00 per sign.

CONTACT

For more information on this report, please contact Florence DiPassio, Licensing Officer at fdipassio@newmarket.ca, or at 905 953-5300, ext. 2206.



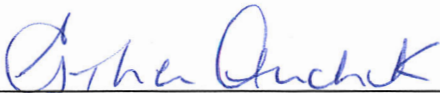
Hannah Leznoff, Council Committee Coordinator



Florence DiPassio, Licensing Officer



Lisa Lyons, Director, Legislative Services/Town Clerk



Esther Armchuk, Commissioner of Corporate Services

August 12, 2016

**CORPORATE SERVICES REPORT –
LEGISLATIVE SERVICES 2016-17**

TO: Committee of the Whole

SUBJECT: Potential Regulation of Driving School Instructors Operating in the
Town of Newmarket

ORIGIN: Director, Legislative Services/Town Clerk & Supervisor, By-law
Enforcement

RECOMMENDATIONS

a) THAT Corporate Services Report – Legislative Services 2016-17 dated August 12, 2016 regarding “Potential Regulation of Driving School Instructors Operating in the Town of Newmarket” be received and the following recommendations be adopted:

1. THAT staff host a Public Information Centre (PIC) in November, 2016 to seek public and industry input on the potential regulation of driving school instructors operating in the Town of Newmarket;
2. AND THAT staff continue to work with the Ontario Ministry of Transportation (MTO) and driving school instructors operating in the Town of Newmarket to mitigate traffic and perceived safety concerns raised by residents;
3. AND THAT staff bring back a report in the first quarter of 2017 regarding the potential regulation of driving school instructors operating in the Town of Newmarket.

Corporate Services Department

TOWN OF NEWMARKET
395 Mulock Drive
PO Box 328 STN Main
Newmarket, ON L3Y 4X7

www.newmarket.ca
info@newmarket.ca

COMMENTS**Background**

Currently, the Town does not license or otherwise regulate driving schools or driving school instructors.

With the introduction of the MTO DriveTest Centre on Harry Walker Parkway, the Town has received complaints from residents about increased traffic and perceived driving/property safety concerns as a result of MTO DriveTest Centre driving examiners and driving school instructors using the same residential streets on a regular basis (see map in Appendix "A"). At its June 7, 2016 meeting, Council requested staff review potential regulatory options to address the complaints.

- The MTO pre-approves and pre-designates the Drive Test examination routes to ensure consistent and fair testing practices.
- To staff's knowledge, several driving schools operating in the Town of Newmarket for training and to attend the MTO DriveTest Centre, which test students from across the GTA (no restriction on residence exists). There are approximately five (5) driving schools which operate directly out of Newmarket.
- The examination routes include residential areas used by drivers to demonstrate specific maneuvers such as parallel parking, 3-point turns and various stops. Testing normally occurs Monday through Friday between 8:30 a.m. and 5:00 p.m.
- According to information provided by the MTO, the designated routes generally within the boundaries of Wards 2 and 3. MTO has indicated that the precise routes are normally kept confidential to the public.
- With the assistance of MPP Chris Ballard's office, the MTO has agreed to additional examination routes will be added, which should assist to relieve disruption to residents in Wards 2 and 3.
- Staff can identify up to 10 resident complaints associated with the introduction of the MTO DriveTest Centre (additional complaints may have been brought directly to the attention of Members of Council).
- Driving school instructors and their vehicles are regulated by the MTO for the purpose of ensuring consistent instruction methods and the safety of students being trained. In order to effectively regulate and enforce where

driving schools are operating in the Town of Newmarket, municipal regulation of driving school instructors would be most appropriate.

- Staff feel it is important to strike a balance between mitigating disruption to residents as a result of driving school instructors using the same residential streets on a regular basis with a social obligation to ensure new drivers receive adequate training to become safe drivers in their community.
- Like any new regulation, it is important to ensure broad public and industry feedback has been taken into consideration before regulations are enacted. A “level playing field” for all driving school instructors must be established in order to demonstrate fairness.

Regulation of Driving School Instructors Operating in the Town of Newmarket

The Town may regulate driving school instructors operating in the Town of Newmarket to restrict their use of any designated MTO DriveTest route, as approved from time to time. This restriction must exclude driving school instructors using the route on their own and when driving students to and from the MTO DriveTest Centre. Driving school vehicles would be used during testing itself by uniformed MTO DriveTest staff. The Town may also consider excluding the use of designated MTO DriveTest routes by driving school instructors during non-testing hours to ensure students have practice prior to their test.

It would be impractical to regulate training routes used throughout the Town by driving school instructors; however, staff can continue to work collaboratively with driving schools to encourage spreading training routes throughout the municipality at varying times.

Driving school instructors operating outside the terms of approved regulations can be subject to a fine (to be determined, up to \$1,000.00). Following a period of industry education on regulatory requirements, enforcement would take the form of licensing inspections by parking officers at the MTO DriveTest Centre, enforcement blitzes in MTO testing routes and complaint-based responses. Staff will explore the potential for technology to assist with complaints – online reporting, for example.

In addition to enforcement, signage can be placed in test route areas to reinforce regulations, provided test routes do not regularly change or expand, in which case signage becomes ineffective and unsightly.

Pros

- ✓ Where driving school instructors comply with regulations, addresses resident concerns in MTO DriveTest Centre vicinity;

- ✓ Should the regulations exclude use of test routes during non-testing hours, allows students to practice in advance of their test; and,
- ✓ Test routes will only be used by uniformed MTO DriveTest staff during testing hours, reducing traffic and perceived safety concerns.

Cons

- ✓ Municipal regulatory fees associated with licensing will be required, which may be onerous for some driving school instructors;
- ✓ Municipal regulatory fees may be passed on to students;
- ✓ If a driving test instructor relies heavily on training students in MTO DriveTest routes, regulations may have effect of creating similar resident complaints in other Wards associated with additional traffic and perceived driving/property safety concerns;
- ✓ New level of service required to be accommodated by Town's enforcement team; and,
- ✓ Effectiveness and precise costs of regulations, enforcement model and signage is unknown and will need to be evaluated.

Regulation of MTO DriveTest routes occurs in Aurora (MTO DriveTest Centre currently closed), Brampton, Guelph, Mississauga and Oakville with success.

Many municipalities where MTO DriveTest Centres are located do not regulate driving schools and instead encourage driving schools to spread training routes throughout their municipality at varying times and limit the use of approved MTO DriveTest route throughout operating hours to mitigate disruption to residents, wherever practical. This model may be possible, but is dependent on the willingness of driving school instructors to comply and lacks any authority for municipal enforcement.

Next Steps

Staff will:

- ✓ Meet with MTO and confirm current and planned test routes;
- ✓ Draft regulations for input from the industry and public at a PIC to be held November, 2016;
- ✓ Bring back a report in the first quarter of 2017 regarding the potential regulation of driving school instructors operating in the Town of Newmarket. The timeframe was established based on existing Legislative Services priorities, including the Ward 5 By-election. An Information Report will be issued outlining a revised timeframe for the review of existing and proposed regulations; and,

- ✓ Continue to work with the Ontario Ministry of Transportation (MTO) and driving school instructors operating in the Town of Newmarket to mitigate traffic and perceived safety concerns raised by residents.

BUSINESS PLAN AND STRATEGIC PLAN LINKAGES

This report relates to the “Well Equipped and Managed” link of the Town’s community vision implementing policy and processes that reflect sound, accountable governance.

CONSULTATION

Staff consulted with and reviewed the input of a sample of driving schools operating in Newmarket, affected residents, the MTO and other municipalities in the preparation of this report.

HUMAN RESOURCE CONSIDERATIONS & BUDGET IMPACT

Regulation of driving school instructors will create a new level of service to be delivered by the enforcement team.

In terms of administration of the regulations, application forms, information pamphlets/website content would need to be developed and correspondence and in-person appointments with driving school instructors would need to be coordinated over the course of several weeks. The Town has the option of implementing a multi-year licence (similar to what was recently introduced under the Taxi Cab Licensing By-law), which may reduce the burden on the Town and the industry.

In terms of enforcement of regulations, as indicated, following a period of industry education on regulatory requirements, enforcement would take the form of licensing inspections by parking officers at the MTO DriveTest Centre (monthly, up to ½ day), enforcement blitzes in MTO testing routes (monthly, up to ½ day initially then quarterly, depending on compliance rate) and complaint-based responses. Staff have submitted a request for consideration of one (1) new enforcement officer as part of the 2017 budget process which may assist to support new administrative and enforcement requirements, should the regime be approved. Staff will explore the potential for technology to assist with complaints – online reporting, for example.

Prior to the PIC, more information will be gathered to assess reasonable regulatory fees and requirements based on the scope of work required to administer and enforce the regime, in consultation with the industry and affected

residents. The framework staff is considering is to keep administrative (licensing) fees reflective of cost recovery and fines high with the intent to focus on correcting non-compliant instructors' behavior.

CONTACT

For more information on this report, please contact Lesley Long, Supervisor of By-law Enforcement at llong@newmarket.ca, or at 905 953-5300, ext. 2222.

Lesley Long, Supervisor of Bylaw Enforcement

Andrew Brouwer, Director, Legislative Services/Town Clerk

Esther Armchuk, Commissioner of Corporate Services

Appendix “B” – DriveTest Centre Warning Letter



NOTICE TO ALL DRIVING SCHOOL OPERATORS AND DRIVING INSTRUCTORS



Use of residential streets in the area surrounding the Newmarket DriveTest Centre:

There is a noticeable increase in the number of driving instructors practicing driving with students during business hours on residential streets in the area surrounding our DriveTest Centre at 320 Harry Walker Parkway South in the town of Newmarket.

Local residents have expressed concerns with the increased volume of traffic using their residential streets to practice driving, many of which are the residential streets we conduct our road tests. At times our driver examiners have experienced delays while conducting road tests due to driving instructors practicing driving with students on portions of our test routes.

Local residents continue to file complaints with DriveTest, The Town of Newmarket, and the Ministry of Transportation regarding this matter.

Use of the parking lot at the Newmarket DriveTest Centre:

The Newmarket DriveTest Centre parking lot located at 320 Harry Walker Parkway South in the town of Newmarket is available to DriveTest customers Monday to Friday during normal business hours.

Driving School Operators and Driving Instructors are restricted from using the parking lot to provide driving instruction during or outside our normal business hours including evenings, weekends, and holidays. At times our driver examiners have experienced delays while conducting road tests due to driving instructors practicing driving with students in our parking lot.

.....
DriveTest requests your cooperation in refraining from providing driving instruction/practicing driving with students on the residential streets surrounding our DriveTest Centre in the area bounded by Travis Drive/Leslie Valley Drive to the north, Leslie Street to the east, Gorman Street to the south, and Prospect Street/Bayview Drive to the east, in an effort to reduce the traffic volumes on the residential streets in the this area. We also request your cooperation in refraining from providing driving instruction/practicing with students in our parking lot.

Driving school operators and driving instructors observed providing driving instruction/practicing with students on the residential streets in the area outlined above, or in our parking lot during or outside our normal business hours, including evenings, weekends, and holidays, may be subject to further actions such as written warnings, suspended road test booking privileges, and banning from the Newmarket DriveTest Centre for a specific period of time.

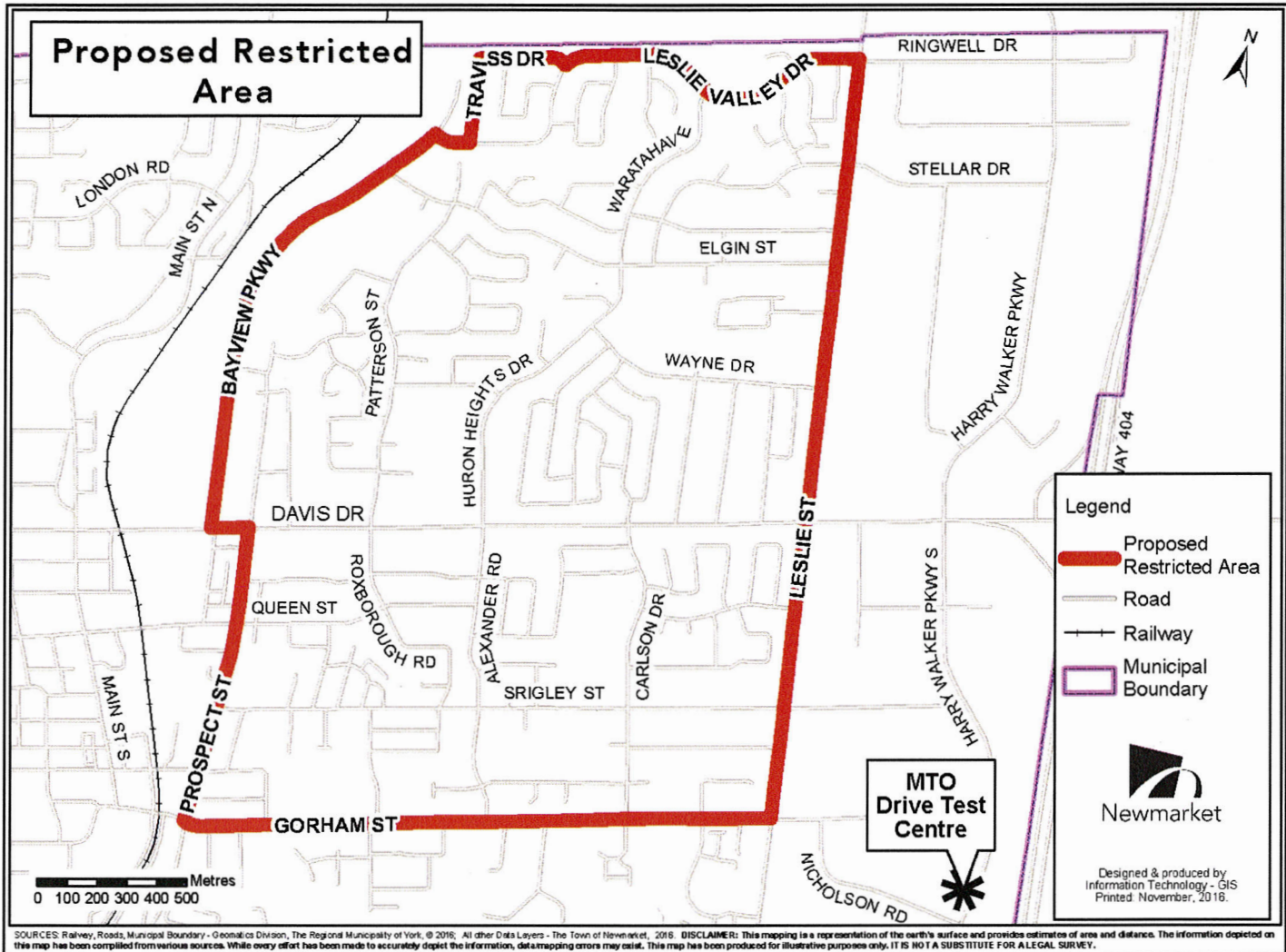
DriveTest is committed to maintaining positive business relationships with all Driving School Operators and Driver Instructors that conduct business at our Drivetest Centres across Ontario, as well as the residents in the areas we provide services.

We anticipate and appreciate your ongoing and full cooperation in this matter. Should you have any questions concerning this matter, please contact the Centre Supervisor at our Newmarket DriveTest Centre.

DriveTest Management

December 07, 2016

Appendix "C" - Proposed Restricted Area



**CORPORATION OF THE TOWN OF NEWMARKET****BY-LAW NUMBER 2017-24**

A By-law to Prohibit Driving Instructors and Driving Schools to Operate in the Restricted Area.

WHEREAS pursuant to subsection 11(3), of the Municipal Act, 2001, S.O. 2001, c. 25, highways, including traffic on highways, is a sphere of jurisdiction assigned to an upper-tier municipality non-exclusively and therefore, both the upper-tier municipality and its lower-tier municipalities have the power to pass by-laws under that sphere or part; and

WHEREAS pursuant to subsection 27 (1) of the Municipal Act, 2001, S.O. 2001, c. 25, a municipality may pass by-laws in respect of a highway only if it has jurisdiction over the highway;

WHEREAS the Council of the corporation of the Town of Newmarket deems it advisable to pass such a by-law;

THEREFORE BE IT ENACTED by the Council of the Corporation of the Town of Newmarket as follows:

SECTION 1 - DEFINITIONS

1.1 In this By-law:

"AUTHORIZED SIGN" means any sign, pavement marking or other device which has been placed, installed or erected on a Highway under authority of this by-law to designate, regulate and/or enforce the provisions of this By-law;

"COUNCIL" means Council of The Corporation of the Town of Newmarket;

"DIRECTOR" means the Director, of Legislatives Services of the Town or authorized designate;

"DRIVING INSTRUCTOR" means a Person who for compensation teaches others to drive a Motor Vehicle (in a vehicle) as a Driving Instructor and who is employed or self-employed in the business of teaching Persons to operate a Motor Vehicle and duly qualified, licensed or registered under the laws of the Province of Ontario;

"DRIVING SCHOOL" means a Driving School which holds a Driving School licence issued by the Ontario Ministry of Transportation;

"DRIVING SCHOOL MOTOR VEHICLE" means a Motor Vehicle that is being used by a Driving School Instructor for the purpose of teaching a Person to operate a Motor Vehicle;

"HIGHWAY" means a common and public Highway, street, avenue, parkway, driveway, square, place, bridge, viaduct or trestle, any part of which is intended for or used by the general public for the passage of vehicles and includes the area between the lateral lines thereof;

"MOTOR VEHICLE" means an automobile, motorcycle, motor assisted bicycle, unless otherwise indicated in the *Highway Traffic Act*, and any other vehicle propelled or driven otherwise than by muscular power, but does not include a street car, or other Motor Vehicles running only upon rails, or a motorized snow vehicle, traction engine, farm tractor, self-propelled implement of husbandry or road-building machine;

"OFFICER" means a Police Officer or Person designated under the *Provincial Offences Act*;

"PERSON" means an individual, business, firm, body corporate, corporation, association, or municipality;

"RESTRICTED AREA" means the area on Highway used by Drive Test employees for conducting driving tests as contained in Schedule "A" of this By-law; and

"TOWN" means the Corporation of Town of Newmarket.

SECTION 2 - RESTRICTIONS

- 2.1 No *Driving School* Instructor shall operate or permit the operation of a *Driving School Motor Vehicle* on any *Highway* within the area marked "*Restricted Area*" in Schedule "A" to this By-law.
- 2.2 No *Driving School* Operator Shall cause or permit the operation of a *Driving School Motor Vehicle* on any *Highway* within the area marked "*Restricted Area*" in Schedule "A" to this By-law.
- 2.3 Notwithstanding 2.1 and 2.2 a *Driving School Motor Vehicle* may be operated within the area marked "*Restricted Area*" in Schedule "A" provided that:
 - (1) The *Driving Instructor* is picking up and dropping off a student residing in the "*Restricted Area*" for the purpose of giving driving instruction, or;
 - (2) When a *Driving Instructor* is picking up or dropping off a student from a Secondary School located in the "*Restricted Area*."

SECTION 3 - ENFORCEMENT AND ADMINISTRATION

- 3.1 An Officer is hereby vested with the authority to administer and enforce the provisions of this By-law.
- 3.2 The *Director* is hereby authorized to place, erect and maintain such *Authorized Signs* as may be necessary to give effect to the provisions of this By-law or which are authorized by the schedule to this By-law.

SECTION 4 - PENALTY

- 4.1 Every *Person* who contravenes a provision of this By-law is guilty of an offence.
- 4.2 Every *Person* upon conviction of an offence is liable to a fine as provided for under the *Provincial Offences Act*, of not more than \$5000.00, exclusive of costs.

SECTION 5 - SEVERABILITY

- 5.1 Where a Court of competent jurisdiction declares any section or part of a section of this By-law invalid, the remainder of this By-law shall continue in force unless the Court makes an order to the contrary.
- 5.2 Where the provisions of this By-law conflict with the provisions of any other by-law, the more restrictive provisions shall apply.

SECTION 6 - SHORT TITLE

- 6.1 This By-law may be referred to as the "Restricted Area for *Driving Instructors* and *Driving Schools* By-law".

SECTION 7 - EFFECTIVE DATE

- 7.1 By Law Number 2017- 24 shall come into force and effect upon its adoption.

ENACTED THIS DAY of 2017.

Tony Van Bynen, Mayor

Lisa Lyons, Town Clerk

Motion- Councillor Bisanz

1. That staff be directed to prepare an information document that can be provided to residents in the vicinity of new construction sites, the purpose of which is to advise and to communicate to the residents, the various activities, potential impacts, and expected timelines associated with each phase of construction, from site clearing through to house construction; and,
2. That developers, through their consulting engineers, be required to ensure that residents, and the relevant Ward Councillor, in adjacent areas receive advance written notice of construction events to take place, so that they can be better informed and prepared for any disruption that may occur as a result.



Town of Newmarket
COUNCIL EXTRACT

Extract from the Minutes of the Council
 Meeting held on Monday, October 24,
 2016

23. Development and Infrastructure Services - Planning and Building Services Report 2016-42 dated October 18, 2016 regarding Application for Official Plan Amendment and Zoning By-law Amendment - 751 -757 Gorham Street.

Moved by: Councillor Kerwin

Seconded by: Deputy Mayor & Regional Councillor Taylor

a) THAT Development and Infrastructure Services - Planning and Building Services Report 2016-41 dated October 18, 2016 regarding Application for Official Plan Amendment and Zoning By-law Amendment - 751 - 757 Gorham Street be received and the following recommendations be adopted:

i) THAT the Application for Official Plan Amendment and Zoning By-law Amendment as submitted by 2439107 Ontario Inc. for lands being composed of Part of Lydia Street (Not Open) and Part of Lots 7, 8, and 9 (North side of Gorham Street) and Part of Lot 10, and all of Lots 11, 12, 13, and 14 (south side of Lydia Street) Registered Plan 23, Municipally known as 751 and 757 Gorham Street, Newmarket be referred to a public meeting;

ii) AND THAT following the public meeting, issues identified in this Report, together with comments of the public, Committee, and those received through the agency and departmental circulation of the application, be addressed by staff in a comprehensive report to the Committee of the Whole, if required;

iii) AND THAT Mr. Howard Friedman, of HBR Planning Inc., 66 Prospect Street, Unit A, Newmarket, ON L3Y 3S9 be notified of this action.

In Favour: Mayor Van Bynen, Deputy Mayor & Regional Councillor Taylor, Councillor Vegh, Councillor Kerwin, Councillor Twinney, Councillor Hempen, Councillor Kwapis, Councillor Broome, Councillor Bisanz

Opposed: (None)
 (9 in favour, 0 opposed)

Carried



PLANNING & BUILDING SERVICES

Town of Newmarket
395 Mulock Drive
P.O. Box 328, STN Main
Newmarket, ON L3Y 4X7

www.newmarket.ca
planning@newmarket.ca
T: 905.953.5321
F: 905.953.5140

PUBLIC MEETING CONCERNING PROPOSED OFFICIAL PLAN AND ZONING BY-LAW AMENDMENTS

TAKE NOTICE that the Council of the Corporation of the Town of Newmarket will hold a statutory public meeting on

MONDAY MAY 8, 2017 AT 7:00 P.M.

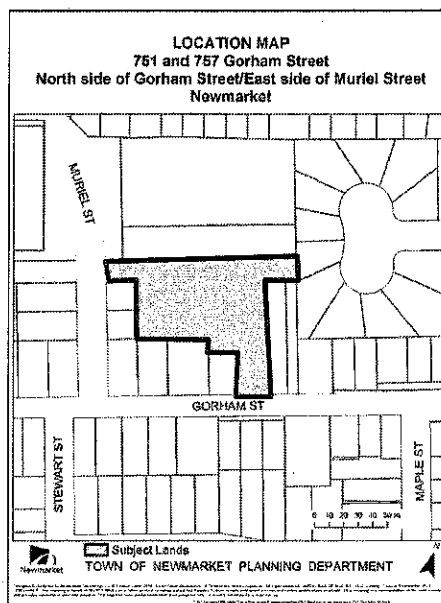
in the **Council Chambers at the Municipal Offices, 395 Mulock Drive**, to consider a proposed Zoning By-Law Amendment under Section 34 of the Planning Act, RSO 1990, c. P. 13 as amended and a proposed Official Plan amendment under Section 17 of the Planning Act, RSO 1990, c. P. 13 as amended.

This will be immediately preceded by an informational open house on

MONDAY MAY 8, 2017 AT 6:00 P.M.

in the **foyer outside of the Council Chambers at the Municipal Offices, 395 Mulock Drive**, to provide members of the public with an additional opportunity to review information on the proposal.

Purpose and Effect: An application has been submitted for an Official Plan Amendment and Zoning By-Law Amendment for lands located on the north side of Gorham Street and on the east side of Muriel Street, municipally known as 751-757 Gorham Street. The effect of this application is to permit a four-storey apartment building with 70 apartments.



ANY PERSON may attend the public meeting to make written or verbal representation either in support of or in opposition to the proposed Official Plan and Zoning By-Law Amendments. If you wish to use the Town's audio/visual system, please contact the Clerk's Office not later than noon on the day of the meeting to make the appropriate arrangements. Should you be unable to attend the public meeting, your written submission will be received up to the time of the meeting.

IF YOU WISH TO BE NOTIFIED of the adoption of the proposed Official Plan and Zoning By-Law Amendments, you must make a written request to the Town of Newmarket, 395 Mulock Drive, P.O. Box 328, STN MAIN NEWMARKET, ON L3Y 4X7

IF A PERSON OR PUBLIC BODY does not make oral submissions at a public meeting or make written submissions to the Town of Newmarket before the by-law is passed, the person or public body is not entitled to appeal the decision of the Town of Newmarket to the Ontario Municipal Board.

IF A PERSON OR PUBLIC BODY does not make oral submissions at a public meeting, or make written submissions to the Town of Newmarket before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Municipal Board unless, in the opinion of the Board, there is reasonable grounds to do so.

ADDITIONAL INFORMATION relating to the proposed Official Plan and Zoning By-Law Amendments is available for inspection between 8:30 a.m. and 4:30 p.m. on weekdays at the Municipal Offices, 395 Mulock Drive, Newmarket.

Direct any inquiries to the Planning Department 905-953-5321
Please refer to File No. D9 NP16 09 (OPA) D14 NP16 09 (ZBA)

Dated April 12, 2017



Planning and Building Services

TOWN OF NEWMARKET

395 Mulock Drive

P.O. Box 328

Newmarket, ON L3Y 4X7

www.newmarket.ca

planning@newmarket.ca

905.953.5321

October 18, 2016

**Development and Infrastructure Services
Planning & Building Services Report 2016-42**

To: Committee of the Whole

Subject: **Application for Official Plan and Zoning By-law Amendment
751-757 Gorham Street
Town of Newmarket
2439107 Ontario Inc.
File No.: D9 NP16 09 (OPA) D14 NP16 09 (ZBA)**

Origin: Planning and Building Services

Recommendations

THAT Development and Infrastructure Services/Planning and Building Services Report 2016-42 dated October 18, 2016 regarding Application for Official Plan Amendment, Zoning By-law Amendment be received and the following recommendation(s) be adopted:

- a) THAT the Application for Official Plan Amendment and Zoning By-law Amendment as submitted by 2439107 Ontario Inc. for lands being composed of Part of Lydia Street (Not Open) and Part of Lots 7, 8, and 9 (North side of Gorham Street) and Part of Lot 10, and all of Lots 11, 12, 13, and 14 (south side of Lydia Street) Registered Plan 23, Municipally known as 751 and 757 Gorham Street, Newmarket be referred to a public meeting;
- b) AND THAT following the public meeting, issues identified in this Report, together with comments of the public, Committee, and those received through the agency and departmental circulation of the application, be addressed by staff in a comprehensive report to the Committee of the Whole, if required;
- c) AND THAT Howard Friedman, of HBR Planning Inc., 66 Prospect Street, Unit A, Newmarket, Ontario, L3Y 3S9 be notified of this action.

Comments

Location and Surrounding Land Uses

The Subject Lands are located on the north side of Gorham Street between Muriel Street and Alexander Road (See Location Map attached). The property has an area of approximately 6,500 square metres and has a frontage on Gorham Street of approximately 21 metres and a frontage on Muriel Street of approximately 15 metres. The properties are municipally known as 751 and 757 Gorham Street.

The subject property currently contains two residential structures. It is proposed that all existing structures on the property would be removed.

The property is recessed behind the surrounding houses that front onto Gorham Street and Muriel Street. The property is surrounded on all sides by residential land uses, save across Muriel Street to the northwest are the fairgrounds and curling rink.

Proposal

The applicant is proposing a 4 storey residential apartment building accommodating 82 dwelling units with rental tenure on the subject lands. The proposed building is to be comprised of 22 one-bedroom units and 62 two-bedroom units, with a small children's playground included outdoors. The proposed building has been positioned on the northeast corner of the lot, giving it the greatest possible separation from the homes fronting onto Gorham Street and Muriel Street. The proposed development includes 103 parking spaces, of which 21 are visitor parking spaces and 2 are barrier-free spaces. The proposed layout of the parking includes 30 spaces underground and 73 surface parking spaces. The proposal also includes 22 bicycle parking spaces, of which 17 are to be underground. One principal point of access is proposed at onto Muriel Street with an emergency-only vehicle access that will be typically blocked by bollards onto Gorham Street.

Preliminary Review

Official Plan Considerations: Land Use

The subject property is designated Stable Residential on Schedule "A" Land Use Plan in the 2006 Official Plan. The Stable Residential permitted built forms include single and semi-detached dwellings, but would preclude apartment uses. The applicant is applying to amend/replace the existing designation on the subject lands to Stable Residential with special provisions to permit the proposed four storey apartment.

As noted in Section 2.1 of the Official Plan, a key principle reinforced throughout the Plan is the commitment to protect and strengthen existing neighbourhoods. The Official Plan expects that redevelopment in stable residential areas respect the existing character of the area.

The "Residential Areas" policies of the Official Plan found in Section 3.0 describe the two residential designations, being Stable Residential and Emerging Residential. Stable Residential Areas currently have a mix of housing forms including rowhouses, townhouses, duplexes, fourplexes, apartments and other multi-unit buildings. However, the Stable Residential area only anticipates single detached and semi-detached dwellings as the form of new infill development.

Emerging Residential areas anticipate single detached and semi-detached dwellings, however townhomes are also permitted provided the use is appropriately justified. The policies of the Plan encourage new developments of higher density residential development in the Urban Centres in order to manage change and maintain existing neighbourhoods.

The focus of future intensification is directed by the Official Plan primarily to the Urban Centres. Limited intensification is anticipated in Stable and Emerging Residential Areas, and is intended to be in a form and location that will be compatible with those of the existing areas.

Official Plan Considerations: Compatibility

The existing neighbourhood is predominantly low density with a majority of dwellings being single detached. There are recreation uses to the northwest in the form of the fairgrounds and curling club, and Gorham Street further east includes institutional uses such as a Central York Fire Services facility as well as places of worship. The surrounding properties are predominantly single detached dwellings.

The proposal for a 4 storey 82 unit apartment building represents a Floor Space Index (FSI) of approximately 1 and would have a residential density of 126 dwelling units per hectare. This density is encouraged in the urban centres, although not specifically precluded outside of them.

While staff have a concern with elements of the building massing, site layout, and landscaping to minimize impact on adjacent existing low density residential neighbouring properties, in principle a low-rise apartment building is not incompatible with adjacent single-detached residential neighbours. The Town's practice has historically been that new development adjacent to existing development should be of a similar built form, notwithstanding that throughout Newmarket and in new development there are adjacent different residential built forms. The Official Plan and sound planning principles require the consideration of compatibility to ensure that any development minimizes any impacts on the surrounding area.

The Planning Justification Report (PJR) submitted with the proposal notes that efforts have been made to create a visual and spatial distance between the proposed building and the existing adjacent residential that front onto Gorham Street by siting the building as close as possible to the northeast corner of the lot.

The Town's Official Plan is, in part, a response to the Provincial Growth Plan and as such has identified areas for intensification, being principally the Yonge Street and Davis Drive corridors. The majority of the existing residential areas in Newmarket are designated Stable Residential, which, according to the Plan, will see limited intensification.

A shadow study has also been submitted in support of this proposal. The PJR asserts that this study demonstrates limited impact from shadows on neighbouring properties, with no more than an hour of shadow being cast on any adjacent house and no more than two hours of shadow being cast on any adjacent rear yards.

Official Plan Considerations: Physical Suitability

The subject lands slope down to the north. The proposal is sited on the subject lands with setbacks similar to those required for apartment buildings in Newmarket. There are 73 proposed surface parking and 30 below grade parking spaces which represent a parking ratio of 1.25 spaces per unit compared to the 1.75 spaces per unit required by the zoning by-law. The below

grade parking only encompasses the north section of the building. Staff are recommending that the full floorplate of the building be used for an underground parking structure to reduce surface parking and impact on adjacent properties.

The Town's Greenspace Development coordinator has noted insufficient landscape buffers to appropriately accommodate plantings on site.

Official Plan Considerations: Availability of services and road access

As noted below under the Engineering Services Department review, there remain outstanding issues related to stormwater management and the age and standard of the provided ESA, among other matters. These will be required to be addressed by the applicant either in advance of staff making a recommendation to Council or as a condition of approval if Council should decide to approve the application.

Zoning Bylaw Consideration

The Subject Property is currently zoned Residential Detached Dwelling 15m zone (R1-D-119) by Bylaw Number 2010-40, as amended. The Applicant wishes to rezone the Subject Property to a Residential Apartment Dwelling (R5) Zone to implement the plan. The application will require site-specific performance standards to implement the proposed plan. These standards will continue to be reviewed as we proceed through the process.

Staff will use Section 16.1.1, policy 3 in the Town's Official Plan with regard to the Zoning By-Law Amendment:

3. In considering an amendment to the Zoning By-Law, Council shall be satisfied that:
 - a. the proposed change is in conformity with this Plan;
 - b. the proposed use is compatible with adjacent uses, and where necessary, buffering is provided to ensure visual separation and compatibility between uses;
 - c. potential nuisance effects upon adjacent uses are mitigated;
 - d. adequate municipal services are available;
 - e. the size of the lot is appropriate for the proposed use;
 - f. the site has adequate road access and the boundary roads can accommodate the traffic generated;
 - g. the on-site parking, loading and circulation facilities are adequate; and,
 - h. public notice has been given in accordance with the *Planning Act*.

Site Plan Control

The proposal is subject to Site Plan Control. Following the statutory public meeting recommended by this report, and a final recommendation report that will follow, if Council determines to approve the Official Plan Amendment and Zoning By-law Amendment applications, a further application for Site Plan Control will be required.

Servicing Allocation

Servicing allocation has not been granted for this proposal. As this development proposal does not have servicing allocation, the Holding (H) provisions of the Planning Act will be required in the event the property is rezoned.

Provincial Policy Statement

The Provincial Policy Statement (PPS) provides policy direction on matters of provincial interest related to land use planning and development. As a key part of Ontario's policy-led planning system, the PPS sets the policy foundation for regulating the development and use of land. It also supports the provincial goal to enhance the quality of life for the citizens of Ontario.

Planning decisions shall be consistent with the Provincial Policy Statement. The PPS provides for appropriate development while protecting resources of provincial interest, public health and safety, and the quality of the natural environment. The PPS supports improved land use planning and management, which contributes to a more effective and efficient land use planning system.

The Provincial Policy Statement is intended to be read in its entirety and the relevant policies are to be applied to each situation.

The relevant sections of the PPS as they relate to this application are found in the "Building Strong Communities" policies which direct municipalities to promote efficient development and land use patterns, to accommodate an appropriate range and mix of residential, employment, recreational and open space uses to meet long-term needs, and to promote cost-effective development standards to minimize land consumption and servicing costs.

The "Settlement Areas" policies of the PPS direct municipalities to establish land use patterns based on densities and a mix of land uses which efficiently use land and resources, and which are appropriate for, and efficiently use, the infrastructure and public service facilities which are planned or available. Land use is to support active transportation and public transit, minimize impacts to climate change, and support intensification in appropriate areas.

The "Housing" policies of the PPS further direct municipalities to provide for a range and mix of housing types and densities, including implementing minimum targets for affordable housing and facilitating diverse forms of housing and residential intensification. Planning authorities are to promote densities for new housing which supports the use of active transportation and transit while minimizing the cost of housing and facilitating a compact built form.

Initial Concerns

Without prejudicing the final recommendation from Planning staff to Council, it is important to provide feedback on the proposal in order to ensure that the public and Council can consider the best possible version of the proposal. With this in mind, Planning staff have the following initial comments and concerns.

1. The number of barrier-free parking spaces is insufficient.
2. The pedestrian/cycling connection from the more major street (Gorham Street) is principally a parking lot, and can benefit from a more pedestrian-oriented streetscape design.
3. The entrance from Gorham Street is heavily shielded and opaque. It should rather be a visible entrance feature that contributes to the streetscape and pedestrians. Setting back the parking lot and including streetscape features on the southern property edge such as a seating area and trees should be considered.
4. Continuing the underground parking throughout the entire footprint of the building would allow for the reduction of additional surface parking and additional landscaping and buffering for adjacent properties.
5. Some dwelling units should be barrier-free and located on the ground floor.
6. The angular plane should not exceed 45 degrees, and building height reductions, relocations, or step-backs should be used to ensure that this is not exceeded.
7. Indoor ground-floor bike parking is preferable to bike parking in the underground parking garage.
8. If bike parking is to be located in the underground garage, a physically protected path for cyclists to ascend/descend the ramp should be provided.
9. Shelter for the outdoor bike parking area should be provided.
10. The southernmost windows of the ground floor units face directly onto the parking lot and entranceway, and the southwestern unit lacks amenity space.
11. The exterior path of travel for pedestrians narrows in some areas. It should maintain at least 1.5m at all points.
12. A dedicated pedestrian walkway connection is required from the building to the sidewalks. It appears that the pedestrian connection stops at the parking ramp. It should be carried in a safe and visually distinct way across the ramp such that pedestrians can reach the principal entrance from Gorham Street.
13. The pedestrian entrance from Muriel Street terminates in an accessible parking space. The pedestrian entrance should continue uninterrupted from the sidewalk to the door, with a distinct visual and material type where it must cross parking areas.

14. The design of amenity space for the ground-floor units should be clarified as to whether outdoor private space is intended beneath the balconies of the upper-level units. Private amenity space at grade should be appropriately screened to ensure privacy.
15. Where possible parking areas should be reduced and placed underground to provide greater buffers to adjacent properties.
16. The 'tot lot' landscaping appears to create a secluded 'lawn area' at the farthest northeast corner that lacks visibility and function.
17. The pedestrian access way from the Muriel Street building entrance to the 'tot lot' area includes steps. The design should afford universal access for people with disabilities.
18. The preservation of mature trees is possible and desirable with parking lot reconfigurations.
19. Section 3.10.1 of the Town's Official Plan requires 25% of new housing development outside of the Urban Centres Secondary Plan area to be affordable to low and moderate income households.
20. Section 12.2.7 of the Town's Official Plan requires public art contributions according to the Town's Public Art Policy.
21. If the property is to be considered as meeting the Town's objectives of promoting rental development, guarantees should be obtained that the property will remain rental for a determined period of time.

Departmental and Agency Comments

Engineering Services

Engineering Services has reviewed the provided studies and offered preliminary comments on the application. Further review will continue as the applicant provides additional information.

Roads and Traffic

Engineering Services is in the process of reviewing the application as it relates to traffic, parking, and transportation. Comments will be provided to as part of the review process and form part of the recommendation from Planning Staff to Council.

Stormwater Management

Stormwater from the proposed development will be controlled on site with quantity controls provided by way of a 210 m³ open bottom underground detention chamber, catchbasins, and infiltration trenches. Proposed quality control measures include strainers, infiltration trenches, an oil/grit separator, and clear stone base filtration from the underground storage to target 80% removal of total suspended solids. Engineering Services has reviewed the proposed stormwater management report and has noted that the overall stormwater management concept is

acceptable, but has provided comments requiring additional information and coordination with the applicant.

Water Distribution

Calculations have been provided in the Functional Servicing Report (FSR) which demonstrate that adequate water flow and pressure is available in the existing municipal watermains to service the proposed development. Engineering Services has reviewed the provided plans and reports and noted additional information related to water demand calculations and hydrant flow tests, among other matters, to be provided and confirmed.

Sanitary Sewage

While the applicant's FSR proposes that the development be connected to the 250mm diameter sanitary sewer on Muriel Street, a peer review provided through Engineering Services has confirmed that the existing sanitary sewage system under Gorham Street has sufficient capacity to accommodate flows from the proposed development.

Grading

The submitted Functional Servicing Report addresses grading, explaining the significant difference in ground elevation across the property and notes a fall of 3.4 metres and an approximate slope of 5.3%. The proposed development would retain the existing perimeter elevations while altering the on-site grading to provide for a consistent elevation for the development. Engineering Services has reviewed the provided plans and reports and noted additional information that is required during this review process and changes that would be required as part of the Site Plan review process if Council should grant these Zoning By-law and Official Plan amendment applications.

Environmental

Engineering Services have reviewed the submitted Phase One Environmental Site Assessment (ESA). They note that the ESA is to be completed as per Ontario Regulation 153/04 and be completed no more than 18 months before this application was deemed complete. The applicant will be required to address this either in advance of staff making a recommendation to Council or as a condition of approval if Council should decide to approve the application.

Agency Comments

Lake Simcoe Region Conservation Authority:

The LSRCA is satisfied from a watershed management perspective that these applications are consistent with the intent of the Provincial Policy Statement (PPS), and conforms with the requirements of the Lake Simcoe Protection Plan (LSPP) the Greenbelt Plan. As the development is considered to be a "major development" as defined by the LSPSS, the LSRCA will also provide comments with respect to engineering and hydrogeology in the context of the policies of the LSPP

and the South Georgian Bay Lake Simcoe Source Protection Plan as part of the Site Plan review process if Council should grant these Zoning By-law and Official Plan amendment applications.

The Regional Municipality of York

The Regional Municipality of York has reviewed the application and expressed no objection. Certain matters related to water and wastewater will be addressed through the Site Plan review process if Council should grant these Zoning By-law and Official Plan amendment applications. The Region notes that the proposed development would assist in the Region meeting its requirements of 40% of all residential development occurring in the built-up area; would help to enable development that is accessible to people of all ages, cultures, and abilities; and would that intensification assists in the efficient use of existing infrastructure and encourages walking, cycling, and transit usage. The Region will require a Transportation Demand Management (TDM) plan from the applicant as part of the Site Plan review process if Council should grant these Zoning By-law and Official Plan amendment.

The Region also notes that this development would assist in the Region's Official Plan objectives of promoting an appropriate mix and range of acceptable housing to meet the needs of residents and workers.

Planning Staff requested and obtained an exemption from the Regional Municipality of York for the need for Regional approval of this application. This request was made due to eligibility for exemption under criteria in Section 8.3.8 of the York Region Official Plan, recognizing the local rather than regional nature of the application. Exemption was granted by the Region, which leaves final approval of the application – notwithstanding appeal opportunities to the Ontario Municipal Board – to Council.

The Town has also received comments from various agencies that will be addressed throughout the planning process. These include letters expressing no objection to the proposal from Central York Fire Services, the York Region Catholic District School Board, Enbridge, and Canada Post.

Business plan and strategic plan linkages

This report has linkages to the Strategic Plan through the Community Engagement theme by providing the community with detailed information and review on planning proposals.

Community consultation policy

The recommendations of this report refer the applications to a statutory public meeting.

Budget impact

Operating Budget (Current and Future)

The appropriate planning application fees have been received for Official Plan amendment and Zoning By-law amendment. The Town will also receive revenue from development charges as

required by the Town's development charges by-law. Increased property tax assessment revenue would be collected from the development of these lands in the event the applications are approved.

Capital Budget

There is no direct capital budget impact as a result of this report.

Contact

For more information on this report, contact: Ted Horton, Planner, at 905-953-5321, ext 2458; thorton@newmarket.ca

Attachments

- 1 - Location Map
- 2 - Proposed site plan
- 3 - Proposed Elevations



Commissioner Development and Infrastructure
Services

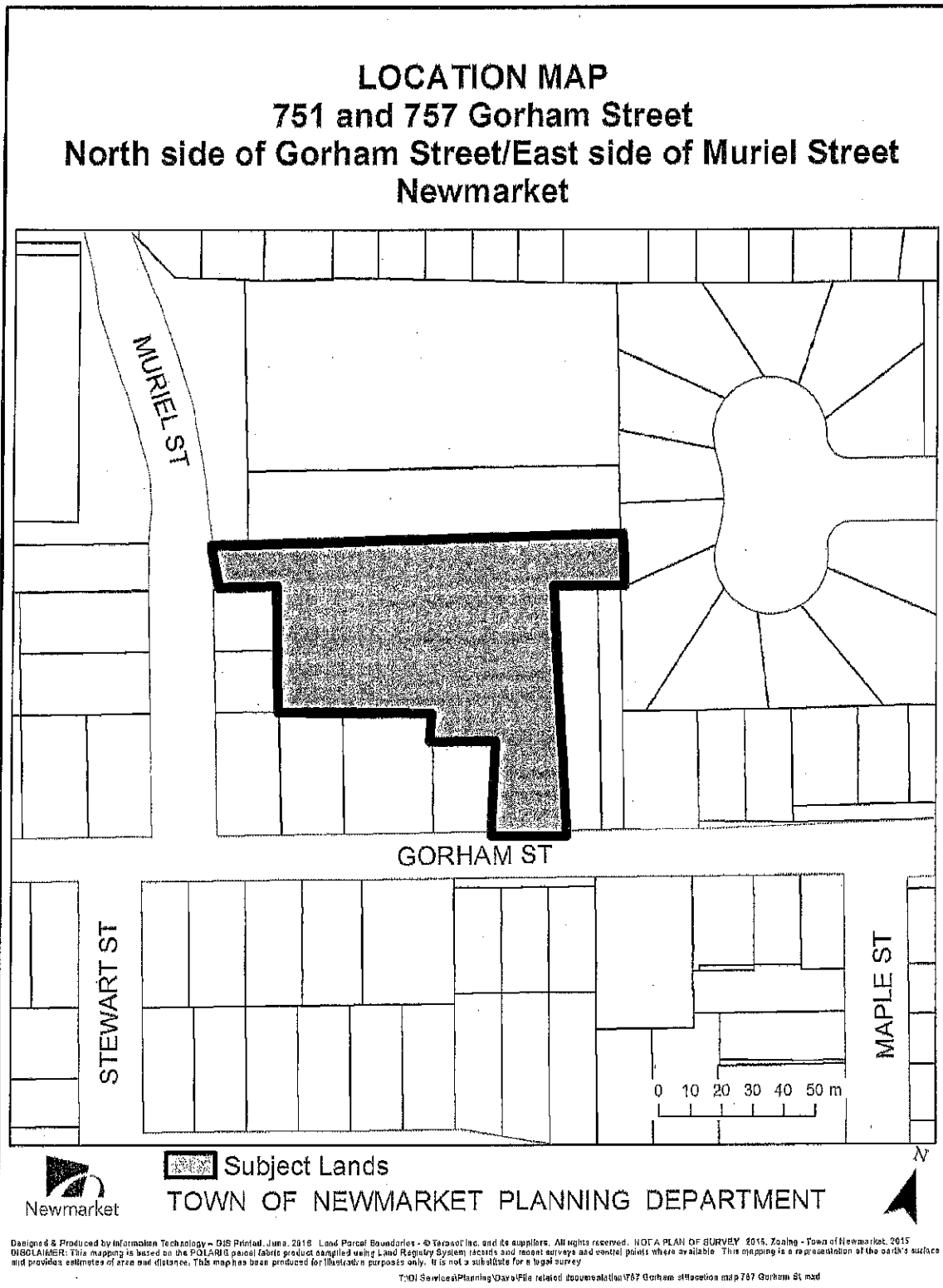


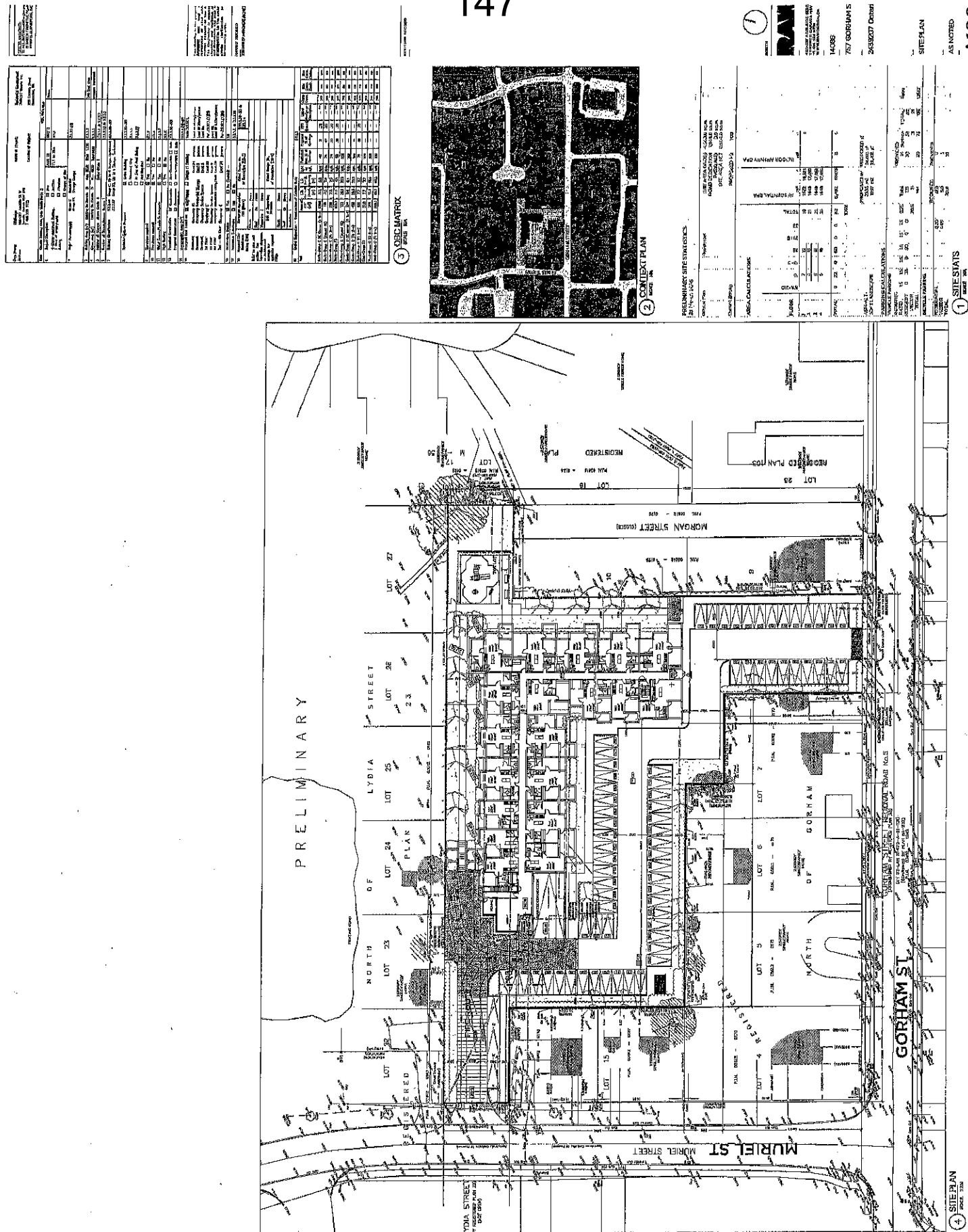
Director of Planning and Building Services



Planner

Attachment 1: Location Map







May 4, 2017

JOINT CAO / COMMISSIONERS, CORPORATE SERVICES REPORT

FINANCIAL SERVICES – 2017-29

TO: Mayor Tony Van Bynen and Members of Council

SUBJECT: 2018 Budget Process and Target Update

ORIGIN: Director, Financial Services/Treasurer

RECOMMENDATIONS:

THAT Joint CAO / Commissioners, Corporate Services Report - Financial Services – 2017-29 dated May 4, 2017 regarding the 2018 Budget Process and Target Update be received and the following recommendations be adopted:

- 1. THAT the preliminary draft budget be prepared using the budget directives set out in this report;**
- 2. AND THAT the proposed strategic theme, Council priorities and budget focus be adopted;**
- 3. AND THAT the 2018 public engagement plan for the 2018 budget be approved.**

COMMENTS:

Purpose

The purpose of this report is to obtain Council approval for the foundation of the 2018 budget – the targets, theme and plan for public engagement.

Budget Impact

The proposed targets would result in a tax increase in the 2.35% to 2.5% range with a 1% levy for increasing contributions to the asset replacement fund or as otherwise directed by Council; increases in water, wastewater and stormwater rates in accordance with their 6-year financial plans; a 2.1% increase in other fees and charges; and new capital requests within the available funding envelopes.

Summary

The increase in the Toronto CPI was 2.1% as of March 31, 2017. This and the implementation of sustainable practices (as set out in Financial Services report 2017-12, Budget Process and Target, which was presented to Committee of the Whole on March 20, 2017), form the basis for the 2018 budget directives.

BACKGROUND

Financial Services Report 2017-12, Budget Process and Target, was presented to Committee of the Whole on March 20, 2017. It introduced sustainable practices, as a methodology for establishing targets for the 2018 budget. A copy of that report is attached for reference.

In the weeks following, the Treasurer had meetings with Members of Council out of which have come forward the following suggestions:

1. Use a different term for MPI (Municipal Price Index)
2. Assurances that preliminary budget will meet target.
3. More details on net growth
4. Budget segmentation was beneficial, - should also ensure reasonable components result in a reasonable total
5. A cap on the maximum increase

These concerns have been addressed.

1. The term MPI has been completely dropped
2. The goal is for the preliminary draft budget to adhere to the budget directives and meet the targets provided. If there are any challenges in doing so, they will be listed and the related risks defined. Having the target and directives early will facilitate meeting the target.
3. This report lists the expenses to be included in net growth.
4. The components of the budget are consolidated to demonstrate an overall impact so that it can be reviewed for reasonability.
5. A cap of 2.5% was put on the tax-supported base budget increase.

On April 21, Statistics Canada provided the March 31 CPI numbers. The annual increase for the Toronto CPI was 2.1%.

The Water and Wastewater 5-year financial plans have been updated. A 6-year financial plan for Stormwater has been created. These plans are under review and their preliminary numbers have been incorporated into this report. The plans will be presented to Committee of the Whole on June 19, 2017.

ANALYSIS AND OPTIONS

The preliminary draft budget will be presented to Committee of the Whole on October 16, 2017. If Council agrees, the budget will be presented using the directives as set out in this report. These directives are stated in bold font throughout the report and summarized on page 7.

Tax-supported base operating budget

The annual increase in the Toronto Consumer Price Index (CPI) as of the end of March 31, 2017 was 2.1%. Adding a factor to the CPI to account for higher priced drivers experienced by municipalities of 0.25% to 0.50% would result in a 2018 target of 2.35% to 2.60%. As the current CPI appears to be at the high end of recent experience, a cap of 2.5% is suggested.

1. The tax-supported base operating budget increase is to be no more than 2.35% to 2.50%.

The Joint Council Committee (JCC) for Central York Fire Services (CYFS) has reviewed Fire's 10-year projections, in their deliberations on the expansion of fire services to manage growth. There will be a separate report to JCC to reconfirm this forecast in September. This forecast currently shows Newmarket's share of the CYFS 2018 budget to be \$375,000 for the base and \$250,000 for growth (in alignment with the Fire Master Plan).

The Newmarket Public Library Board adopted a recommendation for inflationary and growth increases to its annual grant, at its meeting in June 2015.

Assuming that for 2018, a 1% tax increase generates revenues of \$560,661, this would result in the following range of targets for the preliminary draft tax-supported operating budgets:

Base budgets	\$	Tax increase	\$	Tax increase
Fire	\$ 375,000	0.67%	\$ 375,000	0.67%
Library	\$ 75,000	0.13%	\$ 75,000	0.13%
Town	\$ 870,000	1.55%	\$ 950,000	1.69%
Total base	\$ 1,320,000	2.35%	\$ 1,400,000	2.50%

The Fire and Library numbers are only for the base and exclude growth, enhancements and increases to Asset Replacement Fund contributions.

2. The target increase for fees and charges is the rate of inflation, 2.1%.

The target of 2.1% will be applied overall to fees and charges in the tax-supported budget and excludes fees and charges in the rate-supported budgets which are calculated based on the requirements for the individual rate groups.

Rate-supported Budgets

Rate-supported operating budgets – Water, Wastewater, Stormwater and Building Permits are all funded 100% from non-tax revenues. Water and Wastewater have mandated 6-year financial plans, which will be updated in June. The newly created Stormwater Rate Group will have an

initial 6-year financial plan presented in June. These financial plans, approved outside of the regular budget process, will be the foundation for the annual budget request.

3. Rate-supported budgets are derived from the multi-year financial plans

At this time, the following overall revenue increases are projected.

Rate Group	Revenue increase			
	Non-growth	Growth	Total - \$	Total - %
Water	\$ 1,530,000	\$ 190,000	\$1,720,000	11.24%
Wastewater	\$ 540,000	\$ 240,000	\$ 760,000	3.99%
Stormwater	\$ 203,000		\$ 203,000	12.00%

Water and Wastewater revenues will include the 2nd phase of the implementation of tiered water rates and a combined 5.56% increase in volumetric rates (11.0% for water and 1.0% for wastewater).

Non-growth, i.e. revenues from current users, cover costs increases for the existing level of service (base), enhancements (if any), and increase in contributions to the rate-supported Asset Replacement Funds.

Growth has been deemed to be 1.24% of 2017 revenues. This is new for 2018 and is consistent with the approach used for the tax-supported budget. No provision has been made for Stormwater due to the difficulty in differentiating between base and growth at this time.

Next year, for 2019, we will look to integrating Building Permits into this process.

Tax-supported growth

Growth revenues will not be used to subsidize the tax rate. Growth expenses will be clearly identified and substantiated. Financial sustainability requires matching revenues with expenses

4. Growth revenues and expenses will be identified and matched.

Assessment growth for 2018 has been projected to be 1.24%. In consultation with the Planning Department, projected population and employment numbers have been translated into the type of construction they will generate. This has formed the basis for a growth revenue forecast model. This model was used for supporting our 2014 Development Charges and 2016 Parkland Dedication by-laws. It is now being used to forecast assessment growth.

Although 1.24% is the projected assessment growth for 2018, to be consistent, it is also used as the factor for all growth in 2018. Any difference s would be minor.

The following is the preliminary allocation of tax-supported growth revenue:

Assessment growth at 1.24%	\$ 695,000
2018 Operating costs for new growth-related capital approved in the 2017 budget	\$ 223,500
Fire Master Plan – 2018 allocation	\$ 250,000
Incremental growth	\$ 90,000
Subtotal	\$ 603,500
Amount available for decision package requests	\$ 131,500

Incremental growth reflects costs that increase as the Town grows. This would include supplies and contracted services for the maintenance of roads and other infrastructure, waste management and telecommunications. A growth rate of 1.24% has been applied to the \$7.1 million 2017 budget for these costs. The current amount is a provision and will be presented with greater detail as part of the preliminary draft budget. It does not include any adjustments to staffing.

There are also costs, such as staffing, which increase in steps. These requests will continue to be made with a supporting business case using the Decision Package form.

Tax-supported enhancements

There is no separate provision in the tax-supported budget for enhancements.

- 5. Tax-supported enhancements will not be part of the base budget. They will either be an additional levy or be offset by a decrease in the infrastructure levy.**

Two enhancements have been identified for consideration in 2018: the 4th and final phases of Sidewalk Snow Clearing (\$100,000) and Traffic management (\$55,000). Part of the phase-in plan adopted for the 2015 budget, was that these would be subject to annual budget review.

Material extraordinary items

There are a number of extraordinary items anticipated for 2018 that would normally be included in the Base Budget but are proposed to be considered separately because the base budget is not able to absorb them. These are substantial increases beyond normal inflation in the cost of some goods and services.

6. Material extraordinary items will not be part of the base budget. They will either be included as an additional levy or be offset by a decrease in the infrastructure levy.

For 2018, the extraordinary items currently known are:

- Waste management – the new contract for garbage and recycling is expected to result in an annual increase of \$515,000.
- Tax adjustments – we need to address the erosion of our assessment base for which an addition provision of \$200,000 is requested.
- Legal services – the Town is being drawn into more legal issues defending the Town and its interests for which an additional \$200,000 is requested.
- EAB (Emerald Ash Borer) – the cost of the next phase is \$100,000.
- The final payments on the internal loan for Honeywell Phase 1 will end in 2017 - a savings of \$130,000 which has not been factored into the base budget.

Infrastructure levy

Infrastructure Levy includes changes in the annual contributions to the Asset Replacement Fund (ARF). The rate-supported budgets have factored ARF requirements into their 6-year plans and are moving towards sustainability. For the tax-supported budget, including Fire and Library, this is shown as a separate levy.

The Capital Financing Sustainability Strategy recommended an annual increase in the tax-supported ARF contribution equal to a 1% tax increase. For 2018, this would be an increase of \$560,000.

7. Infrastructure levy will be 1%, which is in addition to the target increase for the base budget, and will be used for increasing contributions to the asset replacement or as otherwise directed by Council.

With \$155,000 in enhancements and \$885,000 in extraordinary items, consideration could be given to reducing the infrastructure levy for 2018. The following options are available to reduce the tax impact of enhancements and extraordinary items:

1. The waste management reserve could be used to phase in the new contract over 2 years – a deferral of \$250,000.
2. The other increases could be phased in over two years, with some risk and a deferral of \$250,000.
3. The extra amount included in the tax-supported budget (see Financial Services report 2017-27, Q1 Operating, Capital, Water and Wastewater and Investment Summary) provides \$150,000 of tax room for 2018.
4. The 2018 Infrastructure Levy could be reduced by \$390,000 to \$170,000 (0.3%).

If these options were chosen, enhancements and extraordinary items would not require an additional levy increase, although the amount of the infrastructure levy applied to ARF would be reduced. The Asset Replacement Fund Strategy will outline and evaluate the opportunities that will become available in the future to offset temporary adjustments such as these. These opportunities would include tax room made by the EAB program as it de-escalates and the cessation of current debt servicing requirements.

Capital budget

The capital budget will continue to be divided according to major funding source:

- Replacement - primarily funded by the Asset Replacement Fund (ARF)
- Growth – primarily funded by Development Charges (DC's)
- Other – with various forms of funding

Growth (DC's) and Other already have a definitive allocation of funds. The Asset Replacement Fund Strategy will address the allocation of the ARF in alignment with the categories established for the Asset Management Plan.

8. Capital spending is to be within the funding envelopes by category

There are significant changes in policy that will impact the capital budget. Although an attempt will be made to implement for the 2018 budget, more time may be required and 2018 may become a transition year.

Summary of Budget Directives

1. The tax-supported base operating budget increase is to be no more than 2.35% to 2.50%.
2. The target increase for fees and charges is the rate of inflation, 2.1%.
3. Rate-supported budgets are derived from the multi-year financial plans
4. Growth revenues and expenses will be identified and matched.
5. Tax-supported enhancements will not be part of the base budget. They will either be an additional levy or be offset by a decrease in the infrastructure levy.
6. Material extraordinary items will not be part of the base budget. They will either be included as an additional levy or be offset by a decrease in the infrastructure levy.

7. Infrastructure levy will be 1%, which is in addition to the target increase for the base budget, and will be used for increasing contributions to the asset replacement or as otherwise directed by Council.
8. Capital spending is to be within the funding envelopes by category

The Public Engagement Plan for the 2018 budget will build on past successes

In 2016, Newmarket took a new approach to budget consultation and engagement with the creation of the *2017 Budget Game: Put Your Money Where it Matters*. Newmarket residents were given the opportunity to spend their budget bucks on one of five areas of focus for the 2017 budget as identified by Council: creating a strategy for vibrant and livable corridors along Davis Drive and Yonge Street, ensuring safe streets, supporting community and neighbourhood projects, organization ready 2020 and revitalizing community centre lands and addressing downtown parking.

The budget game was promoted through various communication tools, including the website, The ERA/Town Page, Community and internal events, property tax bill insert, E-newsletters, internal media releases and via social media. As part of the community engagement process, a facilitated session/focus group was also hosted to garner feedback from participants on prioritizing a number of Town projects/initiatives. This helped to provide quantitative information on the groups funding recommendations and qualitative information on their rationale used in funding or not funding particular programs.

The community was very active and engaged in the budget process through the interactive game. The majority of participants put their money towards supporting neighbourhood projects. Ensuring safe streets came in second and revitalizing community centre lands and addressing downtown parking came in third. There were more than 500 participants, in person and online, doubling participation from previous years and significantly helping to shape the 2017 budget. Corporate Communications and Financial Services will continue to work together to look for new and creative ways to engage Newmarket residents in the 2018 budget process.

For the 2018 Budget Engagement, Finance and Communications is recommending a similar approach to last year, using the suggested three themes outlined in this report and a strategy to engage the community with a ***Get Involved! Put your Money Where it Matters*** budget game.

Residents will indicate what matters most to them in the 2018 Budget by assigning a budget buck to a particular category.

The recommended would include, but are not limited to:

- Community Events including Touch a Truck, Farmers' Markets
- Online budget game
- Social media campaign – driving traffic to budget web pages with budget information (i.e. Where the money comes from and where it goes) and the budget game
- Budget brochure to all taxpayers, with general info and how to **Get Involved** in the 2018 budget
- Traditional media – releases
- Town Page in the ERA, our e-Newsletters – Newmarket Now, Council Highlights
- Council tool kit – to engage residents through Council's existing channels
- Internal events and publications

Next Steps

The preliminary draft budgets will be presented on October 16, 2017 at a Special Committee of the Whole meeting. Before then, Council will be provided with the following:

1. Debt, Reserves & Reserve Funds and Asset Replacement Fund Policy proposals
2. An Asset Replacement Fund Strategy will be developed
3. CYFS 10-year forecast will be updated and reviewed by JCC
4. 6-year financial plans for Water and Wastewater will be updated
5. 6-year financial plan for Stormwater will be finalized.
6. Tax-supported operating budget outlook to be prepared

Approval of the operating and capital budgets is targeted for December 4, 2017.

BUSINESS PLAN AND STRATEGIC PLAN LINKAGES

The focus of the 2018 Budget is Sustainability with four pillars: Financial, Environmental, Community and Organizational Readiness. These support Council's strategic themes and priorities:

COUNCIL'S STRATEGIC PRIORITIES		
ECONOMIC DEVELOPMENT & JOBS	EFFICIENCY & FINANCIAL MANAGEMENT	TRAFFIC SAFETY & MITIGATION, ECONOMIC DEVELOPMENT, EFFICIENCY & FINANCIAL MANAGEMENT AND COMMUNITY ENGAGEMENT
		
SLT'S THEME: SUSTAINABILITY		
DEVELOP CORRIDORS & COMMUNITY	MANAGE ASSETS, MAINTAIN SERVICE LEVELS & CULTIVATE TALENT	SUPPORT INNOVATION & GROWTH
BUDGET CONSIDERATIONS:	BUDGET CONSIDERATIONS:	BUDGET CONSIDERATIONS:
<ul style="list-style-type: none"> • Marketing and developing the corridors • Strategic property considerations 	<ul style="list-style-type: none"> • Asset management • OR2020 • Training and development • Current service levels • Operating efficiencies 	<ul style="list-style-type: none"> • Economic Development • Smart City initiatives • IT projects that create organizational efficiencies • Broadband • Traffic management and safety/major transit projects • Secondary plan considerations

Sustainability theme	Potential Budget considerations:
1. Developing corridors and community:	<ul style="list-style-type: none"> ➤ Marketing and developing the corridors ➤ Strategic property considerations
2. Manage assets, maintain service levels and cultivate talent:	<ul style="list-style-type: none"> ➤ Asset management ➤ OR 2020 ➤ Training and development ➤ Current service levels ➤ Operating efficiencies
3. Cultivate innovation and growth:	<ul style="list-style-type: none"> ➤ Economic development growth opportunities ➤ Smart city initiatives ➤ IT projects that create organizational efficiencies ➤ Broadband ➤ Traffic management & safety / major transit projects ➤ Secondary plan considerations

CONSULTATION

These recommendations are the product of lessons learned from the 2017 and previous budget experiences. They include recommendations that have been reviewed by the Strategic Leadership Team (SLT), the Operational Leadership Team (OLT) and representatives across departments from members of the Budget Committee and the Budget Sub-committee.

Meetings with Members of Council brought forward the following suggestions:

- Use a different term for MPI
- Assurances that preliminary budget will meet target
- More details on net growth
- Budget segmentation was beneficial, - should also ensure reasonable components result in a reasonable total
- A cap on the maximum increase

These concerns have been addressed.

BUDGET IMPACT

This report established the targets that will be used for the 2018 preliminary draft budgets – operating and capital.

Operating Budget (Current and Future)

The proposed targets would result in a tax increase in the 2.35% to 2.5% range; an infrastructure levy of 1% would be included for increasing contributions to the asset replacement or as otherwise directed by Council; increases in water, wastewater and stormwater rates in accordance with their 6-year financial plans, a 2.1% overall increase in other fees and charges, and new capital requests within the available funding envelopes.

Capital Budget

The capital budget will be within the available funding and will align with multi-year plans where available.

CONTACT

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



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



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



Robert N. Shelton
Chief Administrative Officer



Esther Armchuk, LL.B.
Commissioner, Corporate Services



Ian McDougall
Commissioner, Community Services

MM/vl

Attachment:

Financial Services report 2017-12, Budget Process and Target (12 pgs.)



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March 16, 2017

CORPORATE SERVICES REPORT – FINANCIAL SERVICES – 2017-12

TO: Mayor Tony Van Bynen and Members of Council

SUBJECT: 2018 Budget Process and Target

ORIGIN: Director, Financial Services/Treasurer

RECOMMENDATION(S):

- a) **THAT Corporate Services Report-Financial Services – 2017-12 dated March 16, 2017 regarding the 2018 Budget Process and Target be received and the following recommendations be adopted:**
 - i. **That the proposed budget schedule with a budget adoption date of December 4, be approved;**
- b) **AND THAT Council provide feedback and comments on the proposed budget target methodology in advance of the Committee of the Whole on May 8;**
- c) **AND THAT staff be directed to:**
 - i. **Finalize a Public Engagement Plan for the 2018 budget;**
 - ii. **Create a Budget Policy which includes target setting.**

COMMENTS:

Purpose

The purpose of this report is to secure Council's approval of the process and to initiate discussion on targets for the 2018 budget.

Summary

This report introduces a methodology for establishing targets for the 2018 budget. It is the first step towards the creation of a Budget Policy. Based on Council's feedback and comments, a recommendation will be made to the May 8 Committee of the Whole. Consideration could also be given to holding a workshop before then.

Next Steps

The Treasurer will meet one-on-one with Members of Council. The Community Engagement process will start and supplementary budget information will be provided to Council. The preliminary draft budgets will be presented on October 16, 2017 at a Special Committee of the Whole meeting. Budget approval is targeted for December 4, 2017.

BACKGROUND

The experience of past budgets facilitates continuous improvement

There were challenges encountered during the 2017 budget process. As a result, approval of the budget was re-scheduled to February 13, 2017. This year, we will attempt to return to our 'practice of early budget approvals.

Part of the 2017 budget discussion was about the creation of a Budget Policy. This policy would give guidance on budget targets and the creation and segregation of budget elements. There was not sufficient time to develop a formal policy and have early budget approval. As a result, we will move forward in the process with items that will be later recommended as part of the policy.

ANALYSIS AND OPTIONS

Early budget adoption has many advantages

- Tenders can be prepared and processed earlier in order to avoid potential cost increases that could be experienced in a later, busier, and more competitive environment
- Facilitates better coordination with adjustments to fees and charges
- Provides a full year of impact for any budget changes
- Flexibility is available to extend the process, if required

Appendix A is a proposed schedule for 2018. It is similar to the original schedule for 2017 and would see all budgets and fees & charges approved prior to the end of this calendar year.

Segmenting a large and complicated budget makes it more comprehensible and effective

The Town of Newmarket's budget for 2018 will exceed \$150 million and include nearly 200 lines of business. With this level of complexity, it is difficult to communicate and explain the budget and to set meaningful expectations. To address this, the 2018 budget will be split into the following components:

- *Capital Budget*

This budget includes the purchase and financing of Capital Assets - infrastructure, land, buildings, machinery, equipment and other items that provide long term benefits.

The Capital Budget will be further divided into groupings that align with our Asset Management Plan – essentially by function and funding source. These divisions would include: water system, wastewater system, stormwater system, roads, fire services, facilities, etc.

- *Operating Budgets*

The net cost to maintain infrastructure and provide services are included in the operating budgets. These budgets are divided by level of service, and then further by primary funding source and governance.

- *Base Budget* includes the net cost to maintain the Town's service levels for a stable population. This is net of ancillary revenues and efficiencies
- *Rate-supported operating budgets* – water, wastewater, stormwater and building permits are all funded 100% from non-tax revenues.
- *Tax-supported operating budgets* have property taxation as a primary funding source and are further divided according to governance:
 - *Operating budgets with separate governance* - Central York Fire Services (CYFS), the Newmarket Public Library and the Newmarket Downtown BIA all require Council's approval of their budgets, but because of their separate governance, this approval may be limited, in practice, to a review and approval of a municipal grant / budget allocation. Council may have the right to intervene more in their budgets but tends to delegate that authority by appointment to a committee or board.
 - *Town budget*, also known as the "core" budget, covers all of the other municipal services, including the internal support services. This is the part of the budget that usually gets the most attention.
 - *Extraordinary items* would normally be included in the Base Budget but are considered separately because their magnitude has the potential to distort the rest of the budget if it has to absorb them. These can be new regulatory requirements or substantial increases beyond normal inflation in the cost of goods and services. They can also be significant budget reductions. At this time the definition is subjective but it will become more precise over time.
- *Net Growth* includes the additional net cost to maintain the existing level of service for a growing community. It includes both expenses and revenues. Growth revenues are revenues earned from increases in the population. The most visible is assessment growth – incremental property taxation revenue generated from new construction. It also includes other revenues, such as water charges, to new homes. Growth-related expenses are the incremental expenses necessary to maintain service levels for a growing population.

- *Enhancements* are the cost of increases to service levels. They are documented on Decision Package forms. The rate-supported and separate governance budgets can also have enhancements.
- *Infrastructure Levy* includes changes in the annual contributions to the Asset Replacement Fund (ARF). It includes both tax-supported and rate-supported contributions. The primary focus has been on the tax-supported portion, as it has a more critical infrastructure gap.

Budget target setting provides clear direction on expectations

Since 2012, Council has set budget tax targets (maximums). In general, these targets have been achieved.

The main advantage of budget target, especially if they are set early, is that they allow budgets to be initially constructed more efficiently to meet expectations. With the financial aspect dealt with, it allows a shift of the focus to delivery of services.

During the 2017 budget deliberations, the concept of “sustainability of the taxpayer” was introduced. To maintain public confidence is another reason for target setting.

It is recommended that targets be established for all components of the budget. The overarching target for Average Household Contribution to Municipal Services was introduced with the 2017 budget and will be further developed.

The base budget should be maintained

At a budget workshop on November 14, 2016, Council was advised as to how the base budget has been shrinking over the last 5 years. Although this has been partially offset by finding efficiencies and other budget reductions, it also required some non-sustainable actions. As a result, the 2017 budget had to consider reductions in service levels to meet the original budget target.

The problem was not the targets themselves, but the fact that enhancements and extraordinary items were included in the target. It is recommended that the target be applied only to the base budget - excluding growth, enhancements and extraordinary items.

Defining the Base Budget Target

Despite continual refinements and budget efficiencies, the base budget will continue to be driven by inflationary pressures. The Consumer Price Index (CPI) is the standard measure of inflation, but it is based on a basket of goods, which is appropriate for a household, but not necessarily for all of the costs incurred by a business or a municipal government; some of their costs have different price drivers. It is recommended that we create a Newmarket-specific Municipal Price

Index (MPI). This is an approach that some of the more progressive municipalities have taken to create a benchmark.

An MPI based on a blend between the CPI and another index was considered. Many different indices were reviewed but they tended to be complex, volatile or not clearly related to our line of business. In the end, it seems that a simple straightforward approach would be to have a Newmarket MPI as CPI plus a factor to account for higher price drivers experienced by municipalities. This factor would be in the 0.25% to 0.50% range and would be clearly stated and justified on an annual basis prior to the start of the budget process.

Using a set date for the indicators, such as we do for the Economic Increase, would allow for constancy. The closer the chosen date is to the year-end, the less the potential deviation is from the actual inflation rate in the budget year. On the other hand, any indicator is just a proxy or estimate for what will happen in the following budget year and an earlier target allows for less last minute budget adjustments. March 31 (issued on or about April 21) would be a good date, as the budget process is just starting and it allows two months before the internal review starts.

The most local CPI indicator is Toronto and it should be used.

	2013	2014	2015	2016	Average
Council's approved base budget target*	2.00%	2.00%	2.50%	2.50%	2.25%
Toronto CPI from March 31 of previous year	2.20%	1.10%	2.90%	1.90%	2.03%
Newmarket MPI (CPI + 0.25%)	2.45%	1.35%	3.15%	2.15%	2.28%
Difference	(0.45%)	0.65%	(0.65%)	0.35%	(0.03%)

*The Council target for 2012 did not have a Town budget only component

As can be seen above, there is some variation in the annual targets but things balance out in the long run. Within a year there could be a significant difference between the budget target (based on March indicators) and the actual cost increases. This would be the case if inflation was to rise in the later part of the year. Costs, such as the economic increase could challenge achieving the budget target. While this risk could be managed through the use of reserves (to be discussed in more detail in the upcoming Reserves & Reserve Funds Policy), an annual review of the MPI would be undertaken to determine its continued relevance.

Wherever possible, multi-year plans should form the basis for annual budgets

The main rate-supported budgets – Water and Wastewater – have mandated 6-year financial plans. The newly created Stormwater Rate Group and Building Permits should be treated on the same basis. These financial plans, approved outside of the regular budget process, should be the foundation for the annual budget request.

Preliminary numbers have been provided for a stormwater 6-year financial plan and will need to be finalized. A multi-year plan for Building Permits would also be required.

For Council to approve the budget allocations for CYFS, the Library and the BIA, it would be useful to have them presented in the context of multi-year budget projections. CYFS and the Library have such projections. The BIA does not have one, and does not currently require a grant from the Town, but it would be good practice to have something to put their review into context.

Financial sustainability requires matching revenues with expenses

Financial sustainability entails matching costs with benefits. This means not deferring payment until tomorrow for the cost of benefits enjoyed today. (The exception would be when the cost and benefit are both phased in.)

Growth includes both expenses and revenues. Growth revenues are revenues earned from increases in the population. The most visible one is assessment growth – incremental property taxation revenue generated from new construction. It also includes other revenues, such as water charges, to new homes. The latter is harder to identify, but can be estimated.

Growth should not be used to subsidize the tax increase. This has and continues to be the practice of many municipalities. It becomes a problem when the growth slows down. Growth revenues should be used to pay for growth-related expenses.

Growth-related expenses are the incremental expenses necessary to maintain service levels for a growing population.

On the tax-supported side, growth revenues will be easy to identify. This will be more difficult for the rate-supported budgets and may require some transitioning or the use of estimates.

Financial sustainability requires lessening the infrastructure gap

Financial sustainability entails ensuring that we can afford our future capital needs (dealing with the infrastructure gap). To lessen the infrastructure gap, there will be two approaches:

1. ARF – this will be addressed further as part of the Asset Replacement Fund Policy and Strategy.

2. Capital Budget – capital expenditures should be limited to the funding available. A 10-year horizon would be appropriate as it would align with our DC background study and Asset Management Plans. Further to this reasoning, the Capital Budget would need to be subdivided appropriately.

The above analysis forms the basis for a target setting methodology

1. Tax-supported base budget increase not to exceed the rate of inflation as defined by a Newmarket-specific Municipal Price Index.
2. The Newmarket Municipal Price Index will be the Toronto Consumer Price Index as at March 31 of the preceding year, plus a factor of 0.25% to 0.50%. This would be set prior to the start of the budget process and would take into consideration economic projections.
3. Rate group budgets – water, wastewater, stormwater, building permits – will align with their 6-year financial plans.
4. Budgets with separate governance – Central York Fire Services (CYFS), the Newmarket Public Library and the Newmarket Downtown BIA – will align with their multi-year financial and strategic plans.
5. Growth revenues and expenses will be matched. Growth revenues will not be used to subsidize the tax rate. Growth expenses will be clearly identified and substantiated.
6. Infrastructure levy (increase in ARF contribution) of 1%, which is addition to the target increase for the base budget.
7. Material extraordinary items and enhancements will not be part of the base budget. They will either be an additional levy or be offset by a decrease in the infrastructure levy.
8. Capital spending is to be within the funding envelopes by category in alignment with Asset Management.

The entire methodology will be reviewed from time to time, as required. Although this approach has some calculated risks, it is believed that the long-term benefits will offset them.

The Public Engagement Plan for the 2018 budget will build on past successes

In 2016, Newmarket took a new approach to budget consultation and engagement with the creation of the *2017 Budget Game: Put Your Money Where it Matters*. Newmarket residents were given the opportunity to spend their budget bucks on one of five areas of focus for the 2017 budget as identified by Council: creating a strategy for vibrant and livable corridors along Davis

Drive and Yonge Street, ensuring safe streets, supporting community and neighbourhood projects, organization ready 2020 and revitalizing community centre lands and addressing downtown parking.

The budget game was promoted through various communication tools, including the website, Newmarket Town Page, Community and internal events, property tax bill insert, E-newsletters, internal media releases and via social media. As part of the community engagement process, a facilitated session/focus group was also hosted to garner feedback from participants on prioritizing a number of Town projects/initiatives. This helped to provide quantitative information on the groups funding recommendations and qualitative information on their rationale used in funding or not funding particular programs.

The community was very active and engaged in the budget process through the interactive game. The majority of participants put their money towards supporting neighbourhood projects. Ensuring safe streets came in second and revitalizing community centre lands and addressing downtown parking came in third. There were more than 500 participants, in person and online, doubling participation from previous years and significantly helping to shape the 2017 budget. Corporate Communications and Financial Services will continue to work together to look for new and creative ways to engage Newmarket residents in the 2018 budget process.

Next Steps

The March CPI numbers will be available on April 21. A recommendation on the 2018 budget target will be made to Committee of the Whole on May 8. Council may wish to consider having a workshop prior to that. This workshop could also include the proposals for Debt, Reserve & Reserve Fund and Asset Replacement Fund policies.

The Treasurer will meet one-on-one with Members of Council. During the May to October time period, the Community Engagement process will start and supplementary information will be provided to Council to inform the budget process.

The preliminary draft budgets will be presented on October 16, 2017 at a Special Committee of the Whole meeting. Approval of the operating and capital budgets is targeted for December 4, 2017.

Staff will formalize the new processes and procures introduced with the 2017 and 2018 budgets. These, along with a methodology for target-setting, will be included in a Budget Policy for presentation to Council prior to the summer.

BUSINESS PLAN AND STRATEGIC PLAN LINKAGES

This report links to Newmarket's key strategic directions in being Well Managed through fiscal responsibility.

CONSULTATION

These recommendations are the product of lessons learned from the 2017 and previous budget experiences. They include recommendations that have been reviewed by the Strategic Leadership Team (SLT), the Operational Leadership Team (OLT) and representatives across departments from members of the Budget Committee and the Budget Sub-committee.

HUMAN RESOURCE CONSIDERATIONS

Not applicable to this report.

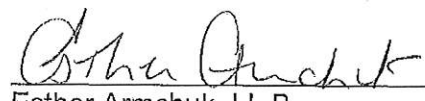
BUDGET IMPACT

Not applicable to this report.

CONTACT

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



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

Esther Armchuk, LL.B.
Commissioner, Corporate Services

MM/vl

Attachments(s):

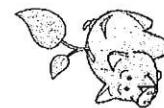
- a) Proposed Schedule (3 pgs.)

Proposed Schedule for the 2018 Budget



ACTIVITY	DATE	STATUS
Budget process and community engagement presented to Committee of the Whole for approval by Council	March 20	IN PROGRESS
Treasurer meets one-on-one with Members of Council	April to June	
Community Engagement Phase 1	April to September	
Supplementary information provided to inform the budget process	April to September	

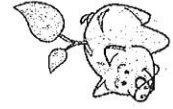
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Proposed Schedule for the 2018 Budget



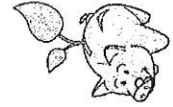
Activity	Date	Status
Fees & Charges for early approval – Committee of the Whole Public Meeting	August 28	
Fees & Charges for early approval – Council approval	September 1	
Community Engagement Phase 2	September and October	
Committee of the Whole Presentation – Preliminary draft budget and Community Engagement Phase 1 results	October 16	
Draft budget information available to public and on website	October 23	



Proposed Schedule for the 2018 Budget



Activity	Date	Status
Committee of the Whole – regular meeting	November 6	
Possible Special Committee of the Whole – Capital Budget and Asset Replacement Fund	November 13	
Possible Special Committee of the Whole – Operating Budget	November 20	
Committee of the Whole regular meeting with draft budgets, remaining Fees & Charges, and Community Engagement Phase 2 results	November 27	
Council approval of the Budget and remaining Fees & Charges	December 4	



April 20, 2017

**DEVELOPMENT AND INFRASTRUCTURE SERVICES - ENGINEERING SERVICES
INFORMATION REPORT ES 2017-15**

TO: Mayor Van Bynen and Members of Council

SUBJECT: **2017 Newmarket East-West Bikeway PIC Report**

ORIGIN: Director, Engineering Services

PREAMBLE

In accordance with the Procedure By-law, any Member of Council may make a request through the Town Clerk that this Information Report be placed on an upcoming Committee of the Whole Agenda for discussion.

BACKGROUND/COMMENTS

In June, 2016, Marshall Macklin Monaghan (WSP) was retained to provide design and construction services for the 2017 Newmarket East-West Bikeway (the Bikeway). Fifty percent of the funding for the proposed Bikeway was provided by the Province of Ontario as a grant under the Ontario Municipal Cycling Infrastructure Program (OMCIP). The Town of Newmarket received confirmation that it qualified to receive up to \$325,000.00 in grant monies to fund the design and construction of the proposed Bikeway. The construction must be substantially completed in 2017 in order for the Town to receive the OMCIP grant from the Ontario Ministry of Transport (MTO). Should the Town be unable to adhere to the agreed-upon OMCIP timetable, Provincial project funding would be at risk.

PUBLIC CONSULTATION

A Public Information Centre (PIC) was held at the Newmarket Community Centre Lions Hall on March 9, 2017, from 5:30 p.m. to 8:30 p.m. Twenty-nine (29) stakeholders attended the PIC. Mayor Van Bynen, Regional Councillor Taylor and Ward Councillors Kerwin, Kwapis and Bisanz also attended, and four members of Town staff were present.

The PIC was advertised to the public as per the Town's policy. In addition to individual mailings to each resident, the PIC notice was included in the Town page in the Newmarket Era, and it was posted on the Town website.

One of the major tasks in WSP's contract was to undertake an extensive consultation process with all affected stakeholders. WSP provided coloured, rolled drawings (laid flat on tables for easy viewing), display boards with artists' renderings, and a visual fly-over animation presentation at the PIC. Approximately 30 stakeholders attended. Some of the PIC materials are available at the following web link: <http://www.newmarket.ca/towngovernment/Pages/News-Description.aspx?NewsID=257>. The extensive PIC display materials provided a good opportunity for attendees to view, understand and discuss the existing roadway geometry along the Bikeway route with WSP and Town staff. Attendees learned of the need to connect our neighbourhoods with cycling facilities, commencing with the Bikeway, which provides an important east-west "spine" route. Attendees were encouraged to write their comments on sticky notes to attach to the drawings, and were also encouraged to provide detailed written comments on the comment sheets provided. Thirty-one (31) sticky notes were posted by attendees. These were mostly requests for bike racks, bike parking and enhanced pavement markings to be included in the project.

Eleven (11) comment sheets were forwarded by attendees. Of the 11 comments received, eight attendees fully supported the creation of the Bikeway. One attendee was not in favour of the construction of cycling infrastructure in general. Three residents from Millard Street expressed concern over removing on-street parking. Specifically, these residents felt that on-street parking should be allowed for the benefit of seniors and to provide parking during Haskett Park sports activities.

Staff has liaised, by email, with five residents who had asked questions in order to provide them with the required information. These residents were generally supportive of the Bikeway.

ON-STREET PARKING AND BIKE LANES

With respect to the installation of new cycling infrastructure on Town streets which currently have limited or no parking restrictions, both our Town Transportation Services staff and our cycling infrastructure expert consultant, WSP, confirm:

1. With respect to requests for parking during Haskett Park sports activities or other events, Staff would like to inform residents and Council that Public Works Services will be paving and painting lines for parking stalls in both Haskett Park parking lots, contingent on budget availability. In the past, parking stalls were not identified, and drivers parked their vehicles far away from each other and in a disorderly fashion, thereby greatly limiting the yield of parking spaces. Paving and painting lines for parking should address, in large part, the parking challenges at Haskett Park and nearby residences by providing the maximum yield for parking spaces within the parking lot.
2. Most bicycle collisions occur at locations on the road where cyclists are turning at intersections or where motorists are entering or exiting the roadway from lanes and

driveways. However, the highest incidence of roadway bicycle crashes, *where vehicles and bicycles are oriented in the same direction*, is “dooring”, where car doors are accidentally opened into the path of a cyclist, causing serious injury to the cyclist. (City of Toronto study, 2012).

3. It is deemed unsafe to provide on-street parking on a bike route, unless the road is of sufficient width to accommodate a 2.7m wide parking lane, a 1.3m wide buffer zone to address dooring challenges and the 1.5m bike lanes. **To provide sufficient space for parking on one side and also have room for two buffered bike lanes, the road width must be at least 13 m.** Staff has confirmed that all of the roads on the proposed bikeway route are significantly less than 13m wide, and generally measure between 8.5m and 9.7m in width. Therefore, for safety reasons, parking will have to come from other sources, such as parking at a local park (Haskett Park parking lots), or asking a neighbour who has extra space available to lend some parking space on occasion when needed, or using the garage to park vehicles, or parking a distance away on a side street that has parking available if the resident or visitor is able to walk for a short distance. These are the same options that were presented to the Committee of the Whole in report ES2015-63, dated November 30, 2015, regarding parking on Woodspring Avenue as a result of the installation of bike lanes on that street.
4. Staff has pro-actively considered allowing on-street parking between the hours of 9:00 p.m. and 6:00 a.m. on those portions of the Bikeway route where some parking is currently allowed. The provision of on-street parking during evening hours (overnight parking is currently prohibited) would be difficult to enforce for many logistical reasons (e.g., availability of bylaw officers to enforce, how to sign the route properly, no parking in winter means that there would need to be seasonal removal and reinstallation of signs, etc.). There are also two major safety concerns that would arise from night parking on the lanes. The first is having cyclists move from secured bike lanes into live traffic lanes to go around parked vehicles. The second is the risk of “dooring” and injury to the cyclist and/or driver.

CONSIDERATIONS

One option to explore is to allow homeowners who live on Town streets that are, or will be, designated as active transportation routes to widen their driveways beyond the current zoning limits to help provide more parking space on their properties. Should Council consider this option, staff would need to further review and report on any potential zoning amendments which would enable homeowners to construct driveways that exceed the current allowable widths under certain conditions.

NEXT STEPS FOR THE 2017 BIKEWAY

1. Tender documents will be reviewed in April; out for tender in Q2, 2017.
2. Substantial completion is expected in Q4, 2017, barring any unforeseen difficulties.
3. Deficiency rectification and start of the warranty period are scheduled for Q1, 2018.

BUSINESS PLAN AND STRATEGIC PLAN LINKAGES

- Well-planned and connected...strategically planning for the future to improve information access and enhance travel to, from and within Newmarket.

CONSULTATION

Extensive public consultation was undertaken with respect to implementing the 2017 Newmarket East-West Bikeway. Staff continue to respond to questions from all affected stakeholders. The materials that were presented at the PIC can be viewed at the following web link:

<http://www.newmarket.ca/towngovernment/Pages/News-Description.aspx?NewsID=257>

HUMAN RESOURCE CONSIDERATIONS

No impact on current staffing levels.

BUDGET IMPACT

Operating Budget (Current and Future)

No impact on current Operating Budget.

Capital Budget

The design and construction of the 2017 Newmarket East-West Bikeway is included in the approved 2017 Capital Budget.

CONTACT

For more information on this report, contact Mark Kryzanowski, Manager, Transportation Services at 905-953-5300, press "2", then extension 2508, or MKryzanowski@Newmarket.ca.



Bill Gould,
Senior Transportation Coordinator



Mark Kryzanowski, BES, MCIP, RPP
Manager, Transportation Services



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



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

Deputation and Further Notice Request Form

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

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

Name: Nancy Fish	
Organization / Group/ Business represented:	
Address:	Postal Code:
	Home Phone:
	COTW Monday Mat 8, 2017
Is this an item on the Agenda? Yes No	Agenda Item No:
I request future notification of meetings	I wish to address Council / Committee
<p>I will be speaking on behalf of my neighbours regarding the East-West Bike Path</p> <p>Mary Beth Graham -</p> <p>Peter Lycklama and Anna Bachly -</p> <p>Tracey and Dave Beatty -</p> <p>Paula and Joy Hambrook -</p> <p>Marshall and Angie Lee -</p> <p>Dr. Robert and Lucy Camargo -</p> <p>Nancy Fish -</p>	
<p>Do you wish to provide a written or electronic communication or background information Yes No</p> <p>Please submit all materials at least 5 days before the meeting.</p>	

Deputation Guidelines:

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

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Name: <u>Paula Hambrook</u>	
Organization / Group/ Business represented:	
Address:	Postal Code:
Daytime Phone No:	Home Phone:
Email:	Date of Meeting: <u>May 8, 2017</u>
Is this an item on the Agenda? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Agenda Item No:
<input type="checkbox"/> I request future notification of meetings	<input type="checkbox"/> I wish to address Council / Committee
Describe in detail the reason for the deputation and what action you will be asking Council/Committee to take (if applicable): <u>Bike lanes on Mulard - Removal of Street Parking</u>	
Do you wish to provide a written or electronic communication or background information <input type="checkbox"/> Yes <input type="checkbox"/> No Please submit all materials at least 5 days before the meeting.	

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Personal information on this form will be used for the purposes of sending correspondence relating to matters before Council. Your name, address, comments, and any other personal information, is collected and maintained for the purpose of creating a record that is available to the general public in a hard copy format and on the internet in an electronic format pursuant to Section 27 of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c.M.56, as amended. Questions about this collection should be directed to the Director of Legislative Services/Town Clerk, Town of Newmarket, 395 Mulock Drive, P.O. Box 328, STN Main, Newmarket, ON L3Y 4X7; Telephone 905 895-5193 Ext. 2211 Fax 905-953-5100

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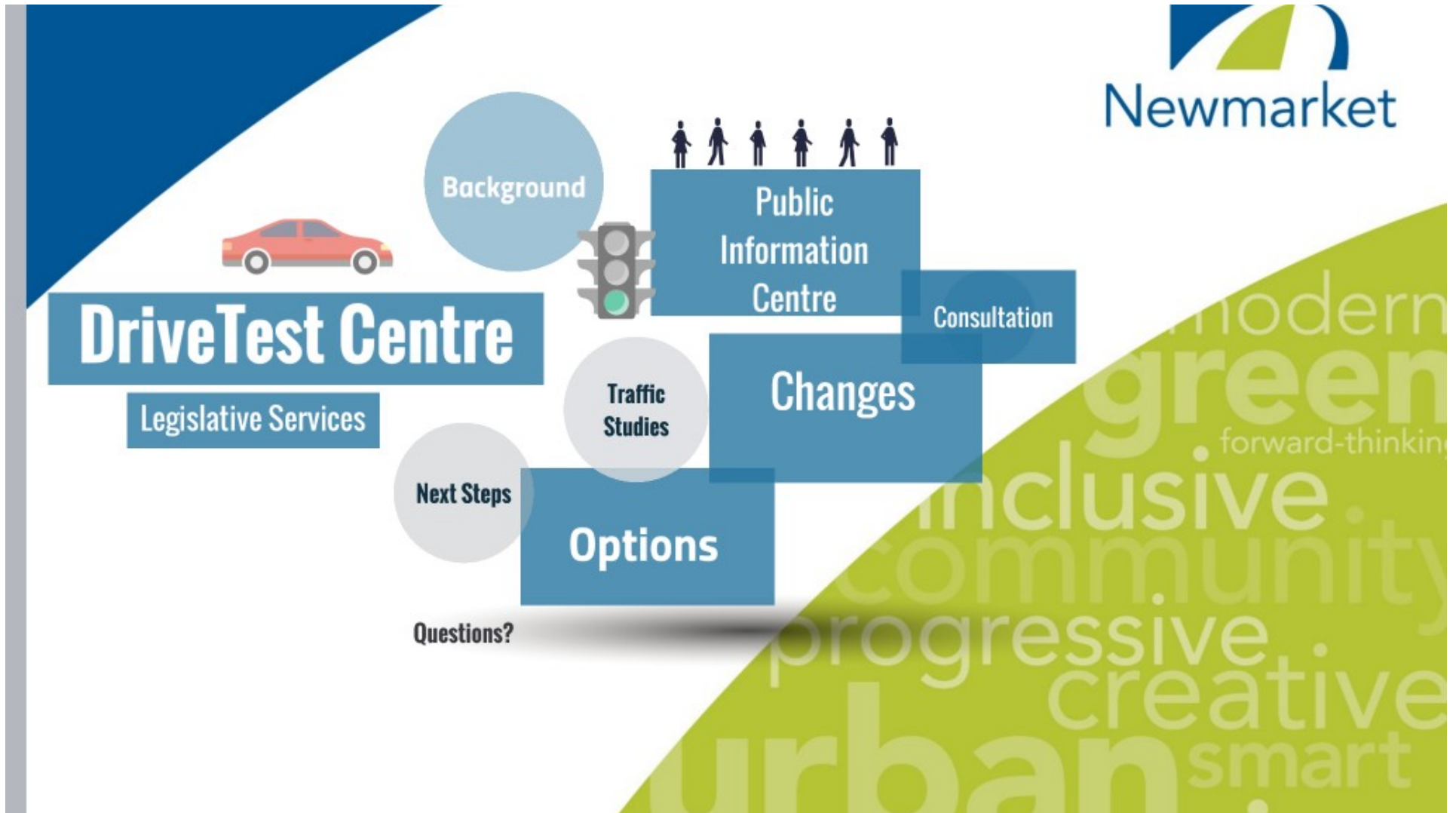
Name: Dave Beatty	
Organization / Group/ Business represented:	
Address:	Postal Code:
Daytime Phone No:	Home Phone:
Email:	Date of Meeting:
Is this an item on the Agenda? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Agenda Item No:
<input type="checkbox"/> I request future notification of meetings	<input type="checkbox"/> I wish to address Council / Committee
Describe in detail the reason for the deputation and what action you will be asking Council/Committee to take (if applicable):	
<p>Asking council to review and rethink proposed east/west bike route through Newmarket.</p>	
Do you wish to provide a written or electronic communication or background information <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Please submit all materials at least 5 days before the meeting.	

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Background

- Change of DriveTest Centre location February 2016
- Traffic complaints received Summer of 2016
- Council approved the following recommendations in August 2016:
 1. That staff host a Public Information Centre (PIC) in November, 2016 to seek public and industry input on potential regulation of driving school instructors operating in the Town of Newmarket; and,
 2. That staff continue to work with the Ontario Ministry of Transportation (MTO) and driving school instructors operating in the Town of Newmarket to mitigate traffic and perceived safety concerns raised by residents; and,
 3. That staff bring back a report in the first quarter of 2017 regarding the potential regulation of driving school instructors operating in the Town of Newmarket.

Public Information Centre (PIC)

December 6, 2016

Who was in attendance?

- Members of Council
- Town staff
- Staff from local Member of Provincial Parliament's (MPPs) Office
- DriveTest Centre Management
- Residents
- Driving Instructors from Newmarket and York Region



How many people attended?

- 16 residents signed in
- 4 Driving instructors
- 2 DriveTest Managers
- 2 Staff members from the MPP's office

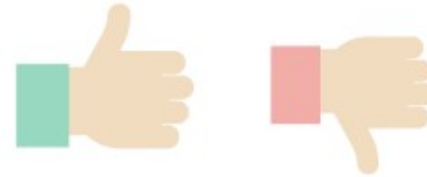
At the PLC staff presented on the Town's ability to:

- ✓ Create a "Restricted Area" so that driving instructors cannot use the same streets as the DriveTest examiners
- ✓ Request that the DriveTest Centre/MTO add additional driving test routes in Newmarket to alleviate traffic
- ✓ Inquire with the MTO regarding future development of additional DriveTest Centres in York Region

At the PLC staff presented that it is not within the Town's jurisdiction to:

- ✘ Impose changes to the DriveTest exam/test routes
- ✘ Require DriveTest examiners to use different streets when conducting tests
- ✘ Impose restrictions on where and when the DriveTest Centre operates
- ✘ Move the DriveTest Centre to another location or municipality

Summary of Feedback



- 👍 General support for “Restricted Area” by residents and driving instructors
- 👍 Driving instructors indicated that the proposed “Restricted Area” By-law should allow driving instructors/vehicles access in the Restricted Area to drop off/pick up students who live or go to school within the boundaries of the area
- 👍 Residents indicated that they would like the “Restricted Area” to be in place 24/7 not just during DriveTest business hours
- 👎 Driving instructors felt that the “Restricted Area” was too large

Consultation with MPP's Office

When?

- Two meetings - December 2016 and January 2017

Who attended?

- Members of Council
- MPP Chris Ballard and staff
- Town staff
- Residents
- Driving Instructors
- Representative from the Newmarket DriveTest Centre

Questions and Responses from the MTO

Q: Are there any plans for the development of a new DriveTest Centre located in York Region?

A: There are currently no plans to open a new DriveTest Centre in York Region.

Q: Can the test take place on streets in industrial areas rather than on residential streets?

A: No, the MTO's policy requires tests to take place on residential streets.

Q: Will the MTO remove streets without sidewalks from their test routes?

A: The MTO will consider potential for flexibility regarding their options for test routes.

Questions and Responses from the MTO Continued

Q: Can DriveTest provide decals for vehicles to identify them while testing?

A: This has been brought forward to the MTO and is being considered.

Q: Can motorcycle testing on dead end streets be amended?

A: Due to the Ministry's policy this is impractical to eliminate.

Q: How does the Ministry enforce provincial licensing requirements for driving schools, instructors and vehicles?

A: The Ministry enforces Regulation 473/07 of the Highway Traffic Act which regulates driving schools and driving instructors through.

Consultation with Other Municipalities



Municipality	Regulation of Driving Instructors/Schools/Businesses	Type of Regulation
Toronto	Yes	Licensing and Restricted Area
Oakville	Yes	Licensing and Restricted Area
Guelph	Yes	Licensing and Restricted Area
Barrie	Yes	Licensing
Burlington	Yes	Restricted Area
Kawartha Lakes	No	N/A
Oshawa	No	N/A

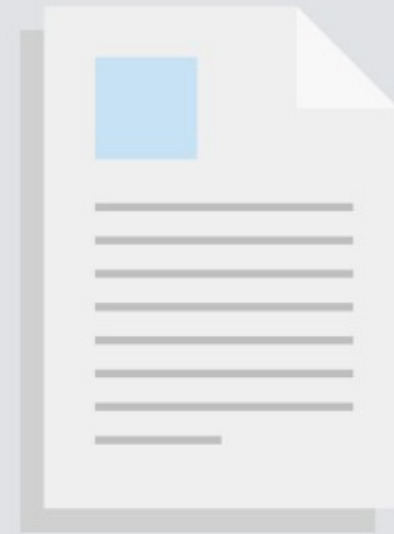
Changes Implemented by Newmarket DriveTest Centre

- ✓ Implemented route rotation process to evenly distribute driving tests between the routes within the designated area.
- ✓ Route rotation is expected to decrease the level of traffic by approximately 75%
- ✓ Issued letters to driving school businesses indicating that driving instructors are not permitted on the streets used by DriveTest examiners
- ✓ Not adhering to the warning letter could result in a temporary ban from the DriveTest Centre



Traffic Studies

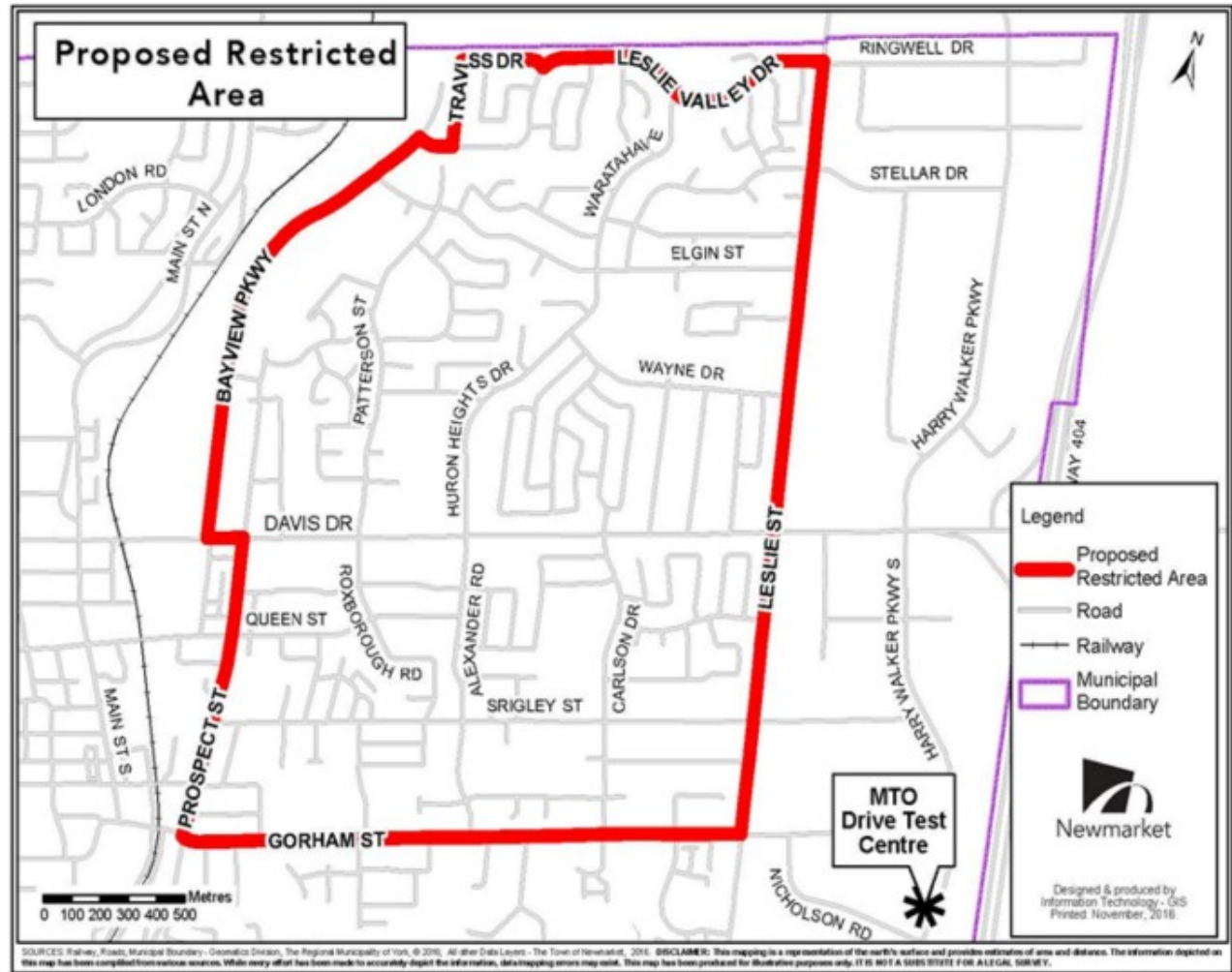
- February and March 2017
- Observed various streets in proposed "Restricted Area" for 1 hour intervals
- Weekdays and Weekends
- Average number of vehicles observed per visit: 2
- 12 of the 21 observation logs - no vehicles
- Highest number of vehicles observed: 5
- Highest traffic levels: between 3:00-4:00 PM



Option 1: Restricted Area By-law

Implement a "Restricted Area By-law." This By-law would prohibit driving instructors in the "Restricted Area," which would encompass the DriveTest exam routes.

Proposed Restricted Area



Option Two: No Regulation

The DriveTest Centre is governed by Provincial Regulations, the concerns with respect to the DriveTest Centre would continue to be directed to the MTO or DriveTest Centre Management.

Next Steps



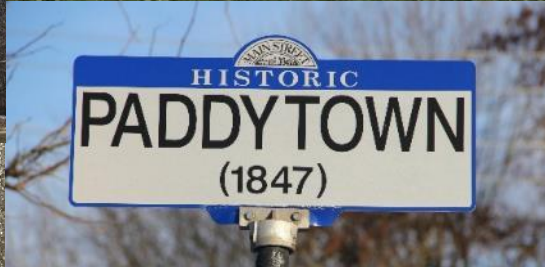
Should Council approve Option One:

- A By-law will be brought to the June 6, 2017 Council meeting
- Signs would be placed on the perimeter of the "Restricted Area" and an education program will commence
- Fines would be established and enforcement program established

Should Council approve Option Two:

- Staff will work with Newmarket DriveTest Centre Management to develop a complaint process
- Residents can continue to direct concerns relating to driving instructor/school and DriveTest Centre regulations and requirements to the MTO

Questions?



Property Developments Since March 2017

199

#226 FOR SALE \$4,000,000 – 2.12 Acres

Developer would require a by-law amendment to build anything other than detached homes (R1-B), land has natural heritage woodlot and adjacent to floodplain area

Being actively marketed as "Good Possibility To Assemble Neighbouring Properties For Larger Development"

#218 interested in selling and under contract

#228, #238 and #244 have all been approached to join a larger land deal in what would constitute 50% of the west side of Old Main Street

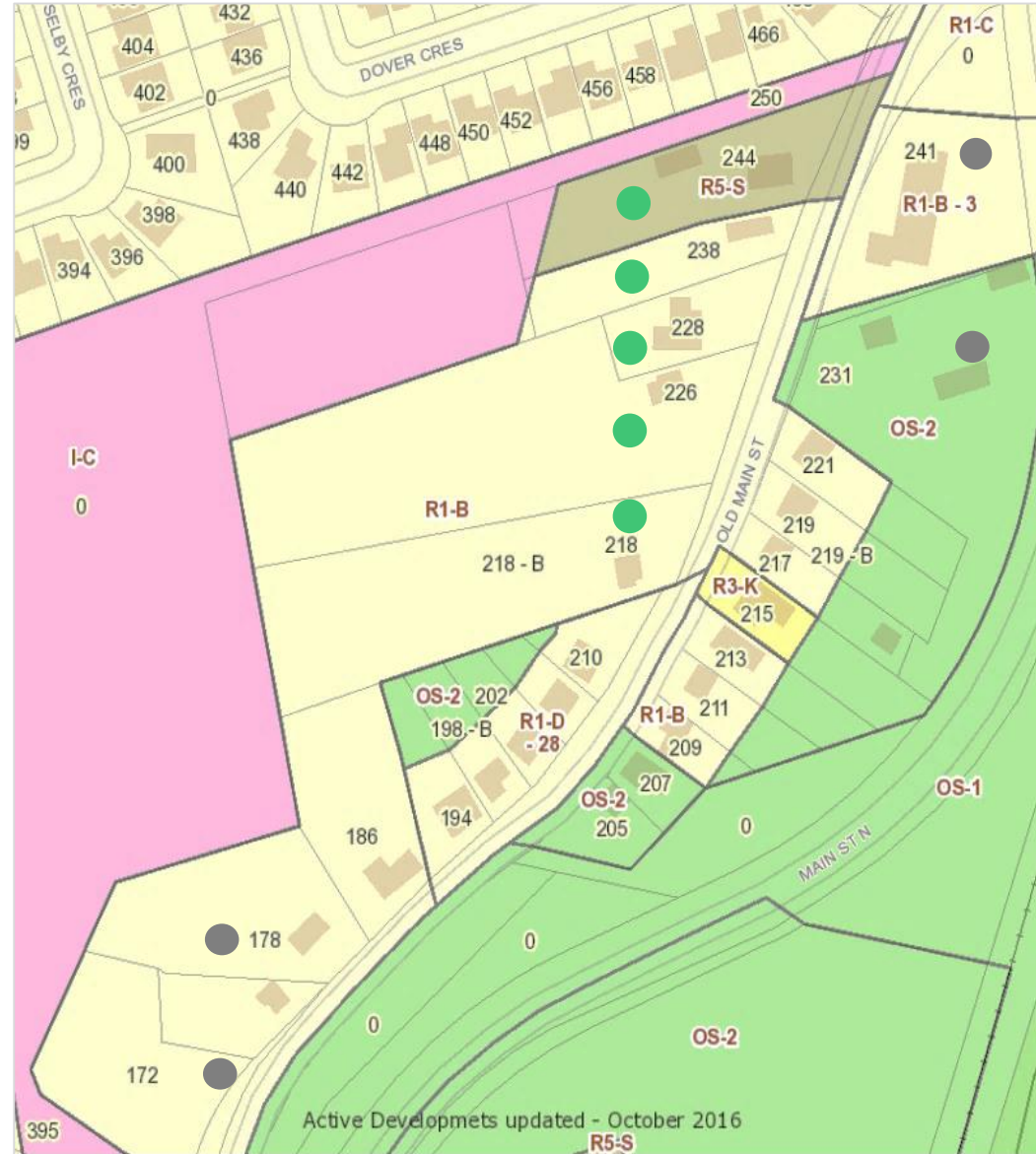
#178 SOLD to Azure Homes

The current application does not include development on 178

#172 SOLD to Azure Homes – 1 Acre

Application in progress at Town of Newmarket to build a subdivision of 12 semi-detached homes;

Azure needs a zoning by-law amendment permitting them to build semi-detached homes; current R1-B zoning designation only permits single detached homes; land adjacent to floodplain hazard area



#241 SOLD – Approx. 1.5 acres

Developer would require a by-law amendment to build anything other than detached homes; adjacent to floodplain hazard area

#231 SOLD for \$1,567,000 – 1.57 Acres

Developer would require a by-law amendment (currently Open Space Zone-2) to build anything other than detached homes; part of floodplain hazard area

Protect Historic PADDYTOWN

Stop subdivisions
Protect our natural ecosystem
Save our heritage

Top 5 Reasons the Proposed Subdivision Should NOT be Approved

201



1. The proposed subdivision is too dense for Paddytown. The 12 semi-detached units do not have a physical character similar to the existing neighbourhood in terms of density, lot size and setbacks

The current application would result in a 12 homes =36 people, 24 cars – **a 50% increase** in the number of homes and vehicles on our street

2. It is incompatible with our community's unique and historical character, and out of scale - 61% of our homes are only 1.0 or 1.5 storeys

Top 5 Reasons the Proposed Subdivision Should NOT be Approved

202

3. We are a community which has not been urbanized and lacks modern infrastructure:
 - No storm water sewers to manage and mitigate flooding
 - No sidewalks
 - No curbs
 - A rural, 1.5 lane road
 - Above ground hydro
 - Old Main Street is not on the list for capital works improvements in the next five years
4. Is in conflict with the policies as outlined in the Official Plan, including:
 - Section 2.1/3.0 - A key principle reinforced throughout the Plan is the commitment to protect and strengthen existing neighbourhoods. Any development or redevelopment in Stable Residential Areas must respect the existing character of the area.
 - Section 3.1 - All residential development shall be developed or maintained on full municipal sanitary sewer, water supply and storm sewer services.
 - Section 3.2.1 - It is the objective of the Stable Residential Area policies to: a. sustain and enhance the character and identity of existing residential communities.
 - Section 3.2.2.3 - New housing directly abutting existing homes should have a similar physical character similar to the existing neighbourhood.
 - Section 3.9 - The creation of new lots for the purposes of infilling shall be permitted subject to compatibility with the scale of the surrounding neighbourhood, the physical suitability of the site to accommodate the proposed infill housing, availability of hard services and road access requirements.



5. We live in a delicate ecosystem

- Over 70% of the properties on Old Main Street are within the floodplain and/or regulation boundary and regulated by the Lake Simcoe Region Conservation Authority (all land within the red boundary).
- The loss of permeable land on #172 and potential future development (#231, #241, #226) will compound our existing stormwater management issues and will have a negative impact on our environment.
- Every time it rains, our street is filled with water as there are no storm sewers to drain it and the floodplain area swells and standing water remains for days. This is compounded by the 60-70 ft. slope from the cemetery lands to the floodplain, so water above and below ground rushes downhill, contributing to the severity of the floodplain hazard.
- Both lots are home to Significant Woodlot (natural heritage); Newmarket only has 9% tree cover left; @ #172, 15 mature trees will be lost.

- While it is recognized a stable community is not a static community, growth should occur in a way which:
 - Benefits existing residents
 - Respects built form and character of the existing community
 - Protects public and environmental health
 - Is functional and efficient, as indicated by many different policies in the Official Plan
- The addition of 12 new semi-detached units in a community of 23 single-detached residences is:
 - A significant increase in density – a 50% increase in the number of homes
 - Not in conformity with the current character of the community
 - Causes environmental and servicing challenges
- The potential growth our community could experience as a result of this proposal does not:
 1. Respect the existing residents, character or natural/cultural heritage of our community
 2. Is challenged by the lack of municipal servicing
 3. Overall is in conflict with how the Official Plan envisions growth in Stable Residential Areas

We envision the growth of our community via gentle density – new detached homes to ensure development is compatible with the character, scale and density of our existing community.

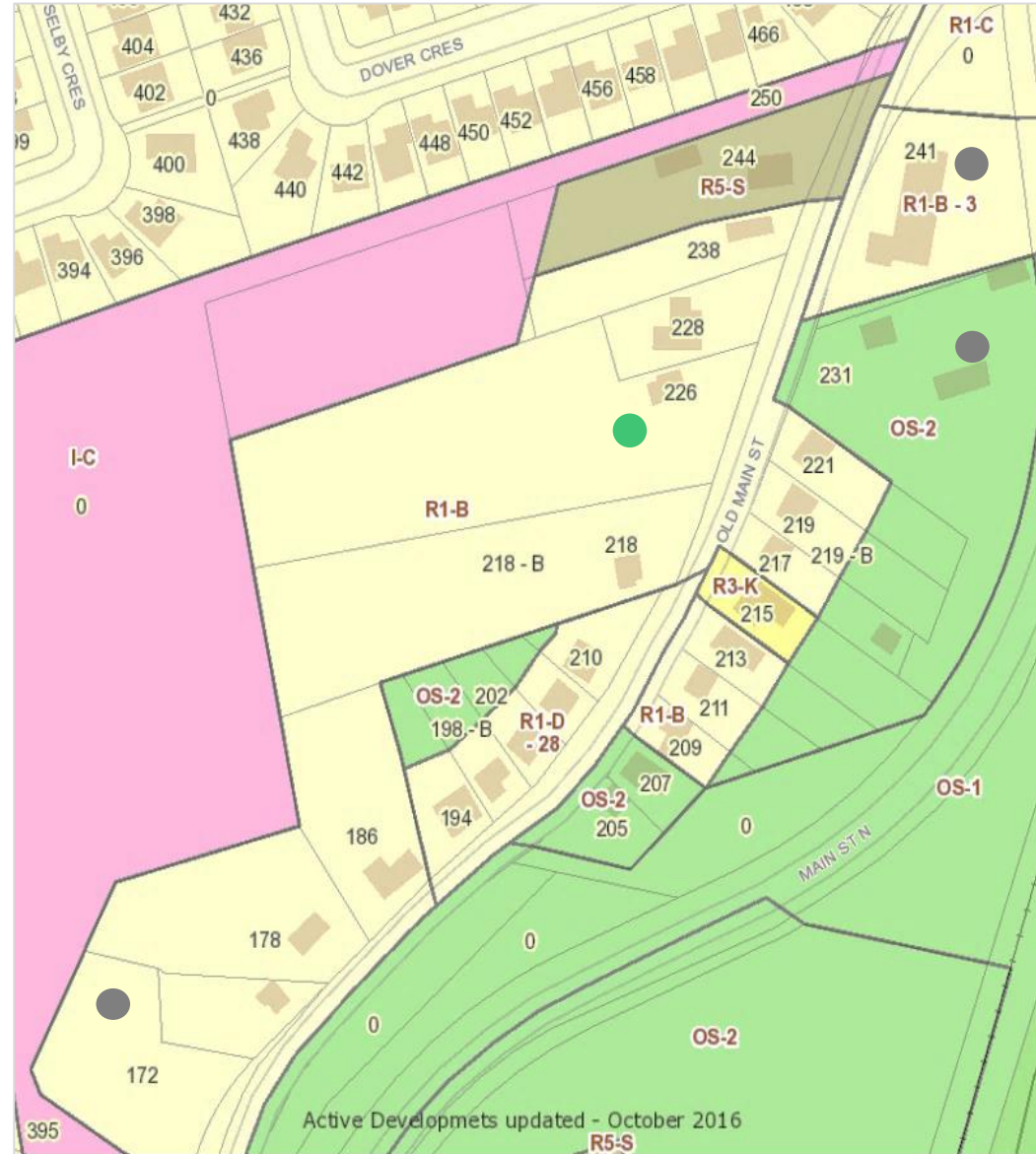
Therefore, we would support an application on #172 Old Main Street which:

- Re-zones the land as R1-C
- Creates new lots for 4 single-detached dwellings
- Builds a parkette along the south side of the site

We believe our vision is in conformity with the character of community, helps mitigate environmental challenges, addresses density issues and benefits the existing residents.

Exponential Density and Growth

206



#241 SOLD – Approx. 1.5 acres

#231 SOLD - 1.57 Acres

#226 FOR SALE – 2.12 Acres

Total land sold or for sale:
5 Acres

The current application for
#172 would result in a 12
homes = 36 people, 24 cars

Paddytown Transformed

207

172

12 new homes

36 residents

24 vehicles



241/231/226

40 new homes

120 residents

80 vehicles



Total transformation

52 new homes

156 residents

104 vehicles



A growth rate of 226 % in a Stable Residential Area

1. Asking Council to pass an interim control by-law for properties within the Historic Paddytown neighbourhood to prevent any new planning applications;
2. Until a Neighbourhood Character Study and a comprehensive approach to stormwater management has been completed, and these policies implemented through an amendment to the Official Plan to ensure the unique and historic character of our community is maintained

1. For Planning to work with our community to discuss our vision of re-zoning the land as R1-C allowing for the creation of 4 new lots and a parkette along Bexhill Road
2. Council to pass an interim control by-law for properties within the Historic Paddytown neighbourhood to prevent any new planning applications until;
3. A Neighbourhood Character Study and a comprehensive approach to stormwater management has been completed, and these policies are implemented through an amendment to the Official Plan to ensure the unique and historic character of our community is maintained
4. Council to schedule a much-needed debate regarding the implementation of our Town's existing zoning by-laws and revisit the recommendations made by the Director of Planning in 2012 to address the concerns of intensification of Stable Residential Areas in established and historic communities

Protect Historic PADDYTOWN

Stop subdivisions
Protect our natural ecosystem
Save our heritage

Deputation and Further Notice Request Form

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

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

Name: <u>Ann Campbell</u>	
Organization / Group/ Business represented:	
Address:	Postal Code:
Daytime Phone No:	Home Phone:
Email:	Date of Meeting: <u>Mon. May 8th, 2017 - 1:30pm.</u>
Is this an item on the Agenda? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Agenda Item No:
<input checked="" type="checkbox"/> I request future notification of meetings	<input checked="" type="checkbox"/> I wish to address Council / Committee
Describe in detail the reason for the deputation and what action you will be asking Council/Committee to take (if applicable): <u>King George Development</u>	
Do you wish to provide a written or electronic communication or background information <input type="checkbox"/> Yes <input type="checkbox"/> No Please submit all materials at least 5 days before the meeting.	

Deputation Guidelines:

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

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

Personal information on this form will be used for the purposes of sending correspondence relating to matters before Council. Your name, address, comments, and any other personal information, is collected and maintained for the purpose of creating a record that is available to the general public in a hard copy format and on the internet in an electronic format pursuant to Section 27 of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c.M.56, as amended. Questions about this collection should be directed to the Director of Legislative Services/Town Clerk, Town of Newmarket, 395 Mulock Drive, P.O. Box 328, STN Main, Newmarket, ON L3Y 4X7; Telephone 905 895-5193 Ext. 2211 Fax 905-953-5100