

Town of Newmarket

Outstanding Matters List

Schedule A: Items for the 2014-2018 Term of Council

	Meeting Date and Subject	Recommendation and Responsible Department	Date for reporting back to Committee of the Whole	Staff Comments
1.	Meeting Date: Council – December 5, 2016 Subject: Item 44 Development & Infrastructure Services – Planning & Building Services Report 2016-25 – 178, 170, 184, 188, 190 and 194 Main Street s	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. ➤ Planning and Building Services	Q1, 2019 OMB Hearing Scheduled for August 2018. Deferred until resolution of OMB hearing Confidential memo to be issued by CAO's office in 2019	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
2.	Meeting Date: Committee of the Whole – February 27, 2017 Subject: Development & Infrastructure Services – Planning & Building Services and Public Works Services Report 2017-05 – Tree Removal, Protection Policies and Regulations	Recommendation: 1. That Council direct staff to update the existing Tree Preservation, Protection, Replacement and Enhancement Policy. 2. That Council direct staff to prepare and bring to a future meeting a by-law regulating and protecting significant trees on private property; and, 3. That Council direct staff to prepare and bring to a future Council meeting a by-law protecting trees on municipal property. Responsible Department: ➤ Planning and Building Services	Q3/Q4, 2017/November 27 Committee of the Whole Q1, 2018 Q3, 2018 Q1, 2019 November 13, 2017 – Council	

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3.	Meeting Date: Council – March 27, 2017 Subject: Zoning By-law Review	Recommendation: 1. That staff review Zoning By-law 2010-40 and 2013-40 to address best practices related to infill development standards across the Town as a whole. Responsible Department: ➤ Planning & Building Services	Q3/Q4, 2017 Q1, Q2, 2018 Q3 2018	Workshop was held on March 26, 2018. Report to be brought back in 60 days.
4.	Meeting Date: Committee of the Whole – May 8, 2017 Subject: Information Document for Residents Related to Construction Sites	Recommendation: 1. That Council approve the following motion in principle: 2. 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, 3. 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; and, 4. That the aforementioned motions be referred to staff for a report back including options and resource requirements. Responsible Department: ➤ Planning & Building Services	Q4, 2017 Q1 Q2, 2018 Q1 2019	

	Meeting Date and Subject	Recommendation and Responsible Department	Date for reporting back to Committee of the Whole	Staff Comments
5.	Meeting Date: Committee of the Whole – May 8, 2017 Meeting Date: Committee of the Whole – September 25, 2017 Subject: Development and Infrastructure Services Report – Engineering Services Information Report 2017-15 regarding 2017 Newmarket East-West Bikeway PIC Report/ East West Bike Lanes on Park Avenue	Recommendation: 1. That Development and Infrastructure Services Report – Engineering Services Information Report 2017-15 regarding 2017 Newmarket East-West Bikeway PIC Report be received; and, 2. That staff monitor the implementation of the bike lanes, analyze the impacts for a one year period and provide a report back to Council in one year. Responsible Department: ➤ Engineering Services	Q4, 2018	Information Report to be provided

	Meeting Date and Subject	Recommendation and Responsible Department	Date for reporting back to Committee of the Whole	Staff Comments
6.	Meeting Date: Committee of the Whole - June 19, 2017 Committee of the Whole – February 5, 2018 Subject: Textile Diversion Program	Recommendation: 1. That the PowerPoint presentation entitled “Diabetes Canada – Textile Diversion Program for the Town of Newmarket” by Mr. Ryan Michaels and Mr. Blaine Hobson be received and referred to staff. 1. That staff be directed to prepare an RFP for a textile recycling program. Responsible Department: ➤ Public Works Services	February 5, 2018 Committee of the Whole meeting Q3, 2018	Information Report to be provided.
7.	Meeting Date: Committee of the Whole – August 28 – Motion Subject: Item 3 of Accessibility Advisory Committee Meeting Minutes of March 23 re: Accessibility in the downtown area	Recommendation: That the Operational Leadership Team recommends that the follow recommendation be referred to staff for review and report: 1. That The Accessibility Advisory committee recommends to Council that Council consider ways to make as many entrances to Main Street buildings as accessible as possible. Responsible Departments: ➤ Legislative Services (lead), Planning and Building Services, Engineering Services & Legal Services	Q1-Q2, Q3 Q4 2018	Information Report to be provided

	Meeting Date and Subject	Recommendation and Responsible Department	Date for reporting back to Committee of the Whole	Staff Comments
8.	Meeting Date: Committee of the Whole – September 25, 2017 Committee of the Whole – April 9, 2018 Subject: Petition regarding Speed and Traffic Mitigation near Queen Street	Recommendation: 1. That the petition be referred to staff in accordance with the Public Consultation and Support Plan – Transportation Services Policy. Lorne Avenue and Queen Street Traffic Review Report 1. That the report entitled Lorne Avenue and Queen Street Traffic Review dated April 9, 2018 be received; and, 2. That York Regional Police be sent a copy of this report; and, 3. That the Town request that York Regional Police include more Town-Specific enforcement measures and programs in their next Municipal Overview; and, 4. That enhanced vulnerable road user safety measures be included in the design for the future reconstruction of Lorne Avenue; and, 5. That Staff be directed to review temporary speed mitigation measures for Lorne Ave. and Queen St., leading to and from this intersection and report back with recommendations. Responsible Department: ➤ Engineering Services	Q2, 2018 April 9, 2018 Committee of the Whole Q4, 2018	
9.	Meeting Date: Committee of the Whole - September, 25, 2017 Subject: Corporate Services – Legislative Services Report 2017-16 Vacant Building Report – Window Wrap Program	Recommendation: 1. That Corporate Services – Legislative Services Report 2017-16 dated September 14, 2017 entitled “Vacant Buildings/Storefronts” be received; and, 2. That staff be directed to report back on Option 2, a Window Wrap program. Responsible Departments: ➤ Legislative Services/Economic Development	Q1 Q2, Q3 2018 Q1 2019	

	Meeting Date and Subject	Recommendation and Responsible Department	Date for reporting back to Committee of the Whole	Staff Comments
10.	Meeting date: Committee of the Whole – September 25, 2017 Council – May 7, 2018 Subject Welcome Sign on Longford Drive	Recommendation: 1. That staff be directed to schedule a meeting for the Mayor, Deputy Mayor & Regional Councillor, Councillor Hempen, Councillor Broome and the property owner to discuss the potential signage on Longford Drive; and, 2. That staff provide an alternative signage and seating area option that would be as cost effective as possible. Recommendation: 1. That Council authorize the expenditure of \$10,000 towards a Newmarket Heights entrance sign in recognition of the neighbourhood's 60th anniversary, on the condition: a. That Community fundraising exceeds \$10,000; and, b. That Community fundraising funds are in place prior to the Town's expenditure. Responsible Department ➤ Engineering Services	Q1-Q2, 2018 TBD	Two meetings held—Signage is subject to funding. Seating area to be removed after feedback from meeting. Schedule dependant on funding

	Meeting Date and Subject	Recommendation and Responsible Department	Date for reporting back to Committee of the Whole	Staff Comments
11.	Meeting date: Committee of the Whole – September 25, 2017 Committee of the Whole – October 16, 2017 Subject Development and Infrastructure Services Report – Engineering Services 2017-32- Town Wide Traffic Mitigation Strategy – 2017	Recommendation: 1. That Development and Infrastructure Services Report – Engineering Services 2017-32, dated October 2, 2017, entitled “Town-wide Traffic Mitigation Strategy 2017 - Timing” be received and the following recommendations be adopted: a. That the final report be brought back to Council by early Quarter 3 2018; and, b. That staff continue to expedite the process to provide the report sooner, if possible; and, c. That all current road safety, speed management and traffic calming programs that are currently underway, and are in accordance with the principles set out in “Appendix A” (draft strategy) from Development and Infrastructure Services Report ES 2017-29 (Town-wide Traffic Mitigation Strategy 2017), continue as planned throughout the consultation period and until the final strategy document is approved by Council, at which time the programs will be reviewed to plan their conformance with the new approved strategy. Responsible Department ➤ Engineering Services	Q3, 2018	
12.	Meeting date: Committee of the Whole – October 16, 2017 Subject Low Impact Development	Recommendation: 1. That staff be directed to report to Council in 2018 with best practices and opportunities to implement Low Impact Development (LID) in relation to flooding, flood mitigation, and storm water management in residential neighbourhoods. Responsible Department ➤ Engineering Services	December 2018/January 2019	Council Workshop to be scheduled

	Meeting Date and Subject	Recommendation and Responsible Department	Date for reporting back to Committee of the Whole	Staff Comments
13.	Meeting Date: Committee of the Whole – March 19, 2018 Subject: Vibration Control and construction activity (deputation)	Recommendation: 1. That the deputation by Stuart Hoffman regarding vibration control in regards to construction activity be received and referred to staff for review and report; and, 2. That staff be directed to provide recommendations and approaches to address the issues identified to protect neighbouring sites from the effects of vibrations from adjacent construction projects; and, 3. That the report should include, but not be limited to, potential by-law changes including the requirement of pre-condition surveys, effective monitoring and data reporting, resident notification and a process for complaint handling in all site plan approvals. Responsible Departments: ➤ Planning and Building Services & Engineering Services	Q3, 2018 Q1, 2019	
14.	Meeting Date: Council – March 26, 2018 Subject: Bogart House	Recommendation: 1. That Council direct staff to continue to work through the Developer to ensure the rapid restoration of the Bogart House and the permanent preservation of the Bogart House; and, 2. That Council also direct staff to arrange another site visit with the Developers, the Mayor, Deputy Mayor, Councillor Kerwin (as the Ward Councillor) and Councillor Hempen (as the Heritage Committee representative) and staff and the Chair of the Newmarket Heritage Committee to examine avenues for rapid restoration and further protection of the Bogart House; and, 3. That Council reaffirm its position that the Bogart House is a designated heritage house and one of the most important heritage buildings in the community; and, 4. That Council not entertain the demolition or removal of the Bogart House but will seek only full restoration and protection on the current site. Responsible Department: ➤ Planning and Building Services/Legislative Services	Meeting scheduled May 9, 2018 at site with all partners	Information Report to be provided.

	Meeting Date and Subject	Recommendation and Responsible Department	Date for reporting back to Committee of the Whole	Staff Comments
15.	Meeting Date: April 30, 2018 Committee of the Whole Subject: Heritage Designations – York Region Administrative Building and Newmarket Canal System	Recommendation: 1. The Senior Leadership Team/Operational Leadership Team recommend that the following be referred to staff for review and report: a. That the Heritage Newmarket Advisory Committee propose to the Region of York that the Administration Centre building be designated, due to its noted architect; and, b. That the Heritage Newmarket Advisory Committee recommend the Town of Newmarket designate the Newmarket Canal system. Responsible Department: ➤ Planning and Building Services	Q3, 2018 Q1, 2019	Report to Council to be provided.
16.	Meeting Date: May 22, 2018 Committee of the Whole Subject: Delegated Authority for Fees/Charges	Recommendation: 1. That the report entitled Delegated Authority for Fees/Charges dated May 22, 2018 be received; and, 2. That Council delegate limited authority to execute increases to the Fees and Charges By-law; and, 3. That the delegated authority be limited to Recreation & Culture and Licensing Fees and Charges and that any increase not exceed the rate of inflation and be in compliance with the Service Pricing Policy; and, 4. That Staff be authorized and directed to do all things necessary to give effect to this resolution; and, 5. That Council direct staff to prepare an information report on the 2019 major fees and charges, at which point Council may direct the report to be “bumped up” to the next scheduled Committee of the Whole meeting; and, 6. That if the information report is not “bumped up”, staff are deemed to have delegated authority to execute the increases to the fees and charges. Responsible Department: ➤ Finance Services	August 2018	Information Report to be provided. Information Report was provided

	Meeting Date and Subject	Recommendation and Responsible Department	Date for reporting back to Committee of the Whole	Staff Comments
17.	Meeting Date: June 11, 2018 Committee of the Whole Subject: Intensification in Stable Residential Neighbourhoods	Recommendation: 1. That the report entitled Development And Infrastructure Services/Planning & Building Services Report 2018-37 dated June 11, 2018 be received; and, 2. That staff be authorized to issue a Request for Proposals for the Official Plan and Zoning By-law amendments as described in this report; and, 3. That early budget approval be granted to allow for the initiation of the Official Plan and Zoning By-law amendments to address intensification in stable residential areas, to be financed as set out in this report. 4. That staff bring back an interim control by-law to the August 27, 2018 Committee of the Whole meeting for consideration. Responsible Department: ➤ Planning and Building Services	September 17, 2018 Q1, 2019	

TOWN OF NEWMARKET

Outstanding Matters

Schedule B: Items for the 2018-2022 Term of Council

Item	Subject	Recommendations & Responsibility	Date to come back to Committee	Comments
1.	Meeting Date: Council – December 14, 2015 Subject: Item 35 - Joint Development and Infrastructure Services – Planning and Building Services/ES 2015-44 – Proposed Trail from Yonge Street to Rita's Avenue Council – January 18, 2016 – Item 35	Recommendation: 1. That staff provide alternate trail options for this area at a lower cost; and, 2. That Item 35 of the Council Minutes of December 14, 2015 being Joint Development and Infrastructure Services - Planning and Building Services and Engineering Services Report 2015-44 dated November 19, 2015 regarding a proposed trail from Yonge Street to Rita's Avenue be reconsidered; and, 3. That staff provide alternate trail options for this area at a lower cost, including the option of extending the trail through George Luesby Park along Clearmeadow Boulevard to Yonge Street and further connecting the trail from Flanagan Court/Rita's Avenue to the George Luesby Park Trail; and, 4. That staff also include in the report the option of installing lighting along the George Luesby Park Trail. Responsible Department: ➤ Planning and Building Services	Timeline to be determined	Deferred subsequent to VivaNext construction October 24, 2017 P. Noehammer advised this item should be moved to Schedule B
2.	Meeting Date: Special Committee of the Whole- January 30, 2017 Subject: Internet Voting and Ranked Ballots	Recommendation: 1. That staff report back on Internet Voting and Ranked Ballots in 2019 immediately following the 2018 Municipal Election. Responsible Departments: ➤ Legislative Services	Q1, 2019	

3.	Meeting Date: Council – June 7, 2016 – Item 35 Subject: Federal Infrastructure Funding (Joint Office of the CAO and Commissions of Development and Infrastructure Services, Community and Corporate Services Report 2016-08)	Recommendation: 1. 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' Responsible Departments: ➤ Strategic Initiatives	2018	Awaiting next phase of funding announcements
4.	Meeting Date: Council – June 26, 2017- Item 10 Subject: Application for Official Plan Amendment and Zoning By-law Amendment – 260 Eagle Street	Recommendation: 1. That traffic impacts be monitored post construction. Responsible Departments: ➤ Engineering Services	Development is estimated to not be completed before 2020	
5.	Meeting Date: Committee of the Whole – November 27 Subject: Procedure By-law Amendment and Electronic Participation in Meetings Policy	Recommendation: 1. That the Corporate Services – Legislative Services Report - 2017-26 entitled "Procedure By-Law Update and Draft Electronic Participation in Meetings Policy" be received; and, 2. That Council adopt the amendments to the Procedure By-law attached as Appendix A with an effective date of January 1, 2018; and, 3. That Council approve the Electronic Participation in Meetings Policy attached as Appendix B, with an effective date of January 1, 2018; and, 4. That the Town Clerk be authorized to administer the Electronic Participation in Meetings Policy and develop the necessary Procedures to implement the Policy, as required; and, 5. That Council permit the Accessibility Advisory Committee to participate using the Electronic Participation in Meetings Policy effective January 1, 2018 for a trial period of one year; and, 6. That staff be directed to report back in 2019 with a review of the Electronic Participation in Meetings Policy. Responsible Department: ➤ Legislative Services	2019	

6.	Meeting Date: Committee of the Whole – February 27, 2017 Committee of the Whole - November 6, 2017 Committee of the Whole – April 9, 2018 (Temporary Parking Exemption Report) Subject: Residential Parking	Recommendation: 1. 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. 1. That Development and Infrastructure Services Engineering Services and Planning and Building Services - Report 2017-45 dated November 6th, 2017 regarding Residential Parking Review be received and the following recommendations be adopted: b. That staff be directed to include in the 2018 budget a provision for contracting a planning and engineering consultant to undertake a review of parking matters discussed in this report; and, c. That, subject to budget approval, staff be directed to undertake a review of the Parking By-law and report back to Committee of the Whole with recommendations on improvements to parking matters discussed in this report. d. That staff be directed to organize a Council Workshop to present options based on Council's comments and feedback received at the November 6, 2017 Committee of the Whole meeting and that staff receive Council direction regarding the scope, scale and expected deliverables of a parking review prior to moving forward with issuing a Request for Proposal. Recommendation 5: That the Temporary Parking Exemption Program be implemented as a pilot project and reviewed as part of the overall residential parking review scheduled for Q1/Q2, 2019 Responsible Department: ➤ Planning and Building Services / Legislative Services	Q3/Q4, 2017 November 6, 2017 Committee of the Whole Q1/Q2, 2019	
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7.	Meeting Date: Committee of the Whole - February 26, 2018 Subject: Newmarket Public Library Study Implementation	Recommendations: 1. That staff, in conjunction with the Newmarket Public Library CEO, be authorized to implement the recommendations in accordance with the presentations made at the January 30, 2018 Joint Council and Newmarket Library Board Workshop provided implementation is in line with current and future approved operating budgets; and, 2. That Council refer the further consideration and direction with respect to library facility needs study to the 2018 – 2022 Council Strategic Priority setting process. Responsible Department: ➤ Community Services/Newmarket Public Library	Q1/Q2, 2019	
8.	Meeting date: Committee of the Whole – March 19, 2018 Subject: 500 Water Street Parking Information Report 2018-11 (Cachet Parking Lot)	1. That Engineering Services report 2018-11 dated March 8, 2018 entitled “500 Water Street Parking (Cachet Parking Lot Expansion) be referred to the Community Centre Lands Task Force; and, 2. That the Community Centre Lands Task Force be directed to immediately reengage in the exploration of all options, including cost and timelines, for enhanced parking in the downtown area, including but not limited to new spaces and temporary structured parking; and, 3. That the Community Centre Lands Task Force work form the basis of a report back to Council, to be brought forward in Q1/Q2, 2019. Responsible Department: ➤ Engineering Services/ Community Centre Lands Task Force	Q1/Q2, 2019	
9	Meeting Date: Committee of the Whole – March 19, 2018 Subject: Cats at large (deputation)	Recommendation: 1. That the presentation by Sharon King Todd regarding cats at large be received and referred to staff Responsible Department: ➤ Legislative Services	Q1, 2019	Information Report to be provided

10.	Meeting Date: Committee of the Whole – April 9, 2018 Subject: Council Remuneration	Recommendations: 1. That CAO/Human Resources Report 2018-05 be received; and, 2. That Council direct staff not to “gross up” or increase Council pay in 2019, at the time of the removal of the 1/3 tax free provision, which will result in a take home pay cut for all Members of Council; and, 3. That Council refer the consultant and staff report to the new term of Council to be considered along with updated information at that time and to allow for phasing of any further adjustments to occur if necessary; and, 4. That staff be authorized and directed to do all things necessary to give effect to this resolution. Responsible Department: ➤ Office of the CAO/Human Resources	2019	
11.	Meeting Date: Committee of the Whole September 25, 2017 Subject: Diversity and Inclusivity Strategy	Recommendation: 1. That the report entitled “Diversity and Inclusivity Programs” be deferred to a future Committee of the Whole meeting, as York Region is currently amending its Diversity and Inclusivity Charter. Responsible Department: ➤ Human Resources Department	Q4 2017 Q3, 2018, Q1, 2019	York Region conducting further public consultation
18.	Meeting Date: April 30, 2018 Committee of the Whole Subject: Asset Replacement Fund Strategy	Recommendation: 1. That the Asset Replacement Fund Strategy be referred to staff for further information and be brought back to Council for consideration at a later date. Responsible Departments: ➤ Financial Services	Q3, 2019	