



## **Council Meeting Agenda**

**C#36-17**

**Monday, October 23, 2017, 7:30 p.m.**

**Council Chambers**

**225 East Beaver Creek Road**

**Richmond Hill, Ontario**

*His Worship*

*Mayor Dave Barrow*

### **Pages**

- 1. Call to Order/Statement**
- 2. Public Forum (not to exceed 15 minutes)**
- 3. Council Announcements**
- 4. Introduction of Emergency/Time Sensitive Matters**
- 5. Adoption of Agenda**
- 6. Disclosures of Pecuniary Interest and General Nature Thereof**
- 7. Adoption of Previous Council Minutes**
  - 7.1 Special Council Meeting C#30-17 held September 25, 2017 7
  - 7.2 Council Public Meeting C#32-17 held September 27, 2017 9
  - 7.3 Council Meeting C#33-17 held October 10, 2017 15
  - 7.4 Special Council Meeting #35-17 held October 16, 2017 23
- 8. Identification of Items Requiring Separate Discussion**
- 9. Adoption of Remainder of Agenda Items**
- 10. Public Hearings**
- 11. Presentations**

12. Delegations

13. Committee and Staff Reports

- 13.1 Minutes of Committee of the Whole Meeting CW#15-17 held on October 16, 2017 25

**The Committee of the Whole presents its Report for meeting CW#15-17 held on October 16, 2017 and respectfully recommends that the minutes be adopted as circulated and the following recommendations be approved:**

- 13.1.1 Extract - Economic Development Task Force meeting  
EDTF#03-17 held on October 4, 2017
- 13.1.1.1 Downtown Village District Wayfinding Strategy -  
Staff Report SRCAO.17.24 (Item 7)
- a) That staff report SRCAO.17.24 be received;**  
**b) That staff be directed to prepare a business case for funding the Downtown Village District Wayfinding Strategy for consideration by Council as part of the 2018 Capital Budget process.**
- 13.1.2 SRCFS.17.045 - Vacant Unit Rebate
- a) That Council endorse elimination of the Vacant Unit Rebate program as provided for by Municipal Act, 2001 Section 364, effective January 1, 2018.**
- 13.1.3 SRCFS.17.039 - Use of Corporate Resources for Election Campaign Purposes Policy
- a) That staff report SRCFS.17.039 be received.**
- b) That the "Use of Corporate Resources for Election Campaign Purposes Policy", Attachment A to staff report SRCFS.17.039, be approved.**
- c) That the "Use of Corporate and Communication Resources during an Election Year", Attachment B to staff report SRCFS.17.039, be repealed.**
- 13.1.4 SRPRS.17.145 - Request for Approval - Zoning By-law Amendment Application - 1703173 Ontario Inc. - 9724 Yonge Street - File Number D02-15044

That the Zoning By-law Amendment application submitted by 1703173 Ontario Inc. for lands known as Part of Lots 3 and 4, Plan 1987, municipally known as 9724 Yonge Street, Town File D02-15044, be approved, subject to the following:

a) That Council enact the Zoning By-law attached as Appendix “B” to Staff Report SRPRS.17.145;

b) That prior to the enactment of the Zoning By-law amendment, that the applicant pay the applicable processing fees in accordance with the Town’s Tariff of Fees By-law No. 95-16.

13.1.5 SRPRS.17.160 - Request for Direction - Zoning By-law Amendment and Draft Plan of Subdivision Applications - Parkgate Holdings Inc. - 11211 Bayview Avenue - File Numbers D02-04056, D03-04008

a) That the Ontario Municipal Board be advised that Council supports the Zoning By-law Amendment and draft Plan of Subdivision applications submitted by Parkgate Holdings Inc. for lands known as Part of Lot 29, Concession 2, E.Y.S. (municipal address: 11211 Bayview Avenue), Town Files D02-04056 and D03-04008 for the principle reasons outlined in SRPRS.17.160;

b) That the Ontario Municipal Board be advised that Council endorses the draft Zoning By-law Amendment as set out in Appendix B to SRPRS.17.160, subject to the payment of the applicable processing fees in accordance with the Town’s Tariff of Fees By-law;

c) That the Ontario Municipal Board be advised that Council endorses the conditions of draft approval as set out in Appendix C to SRPRS.17.160, subject to the payment of applicable processing fees in accordance with the Town’s Tariff of Fees By-law;

d) That servicing capacity for 109 units / 373 persons equivalent to Phase 1 of the development be allocated to the subject lands;

e) That Site Plan Control By-law 37-09 be amended to include the subject lands within the Site Plan Control area, to secure the owner’s commitments with respect to sustainable

development; and,

f) That appropriate Town staff be directed to appear at the Ontario Municipal Board in support of Council's position concerning the subject applications.

13.1.6 SRPRS.17.169 - Request for Approval - Municipal Servicing Allocation - Signature 153 16th Avenue Inc. - 153 16th Avenue and 370 Red Maple Road - File Number D06-12122

a) That the request for municipal servicing allocation for 308 persons equivalent submitted by Signature 153 16th Avenue Inc. for the lands known as Lot 29 and Part of Lot 7, Registered Plan 3805 (municipal addresses: 153 16th Avenue and 370 Red Maple Road), File Number D06-12022, be approved;

b) That the assigned servicing allocation be released by the Commissioner of Planning and Regulatory Services in accordance with By-law 109-11.

13.2 SRCS.17.23 - Expression of Interest – For the Delivery of Educational and Public Outreach Programming - David Dunlap Observatory

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a) That the Commissioner of Community Services be authorized to negotiate programming partnership agreements for the David Dunlap Observatory consistent with the Recommended Approach described in Staff Report SRCS.17.23.

b) That the Commissioner of Community Services be delegated the authority to:

i. execute all necessary agreements or other documentation necessary to effect the programming referred to in (a); and

ii. negotiate and execute all necessary agreements or other documentation to effect any future programming and other uses of the David Dunlap Observatory Park.

14. Other Business

15. Emergency/Time Sensitive Matters

16. By-laws

No By-laws to be considered.

17. Closed Session

**18. By-law to Confirm the Proceedings of Council at this Meeting**

18.1 By-law 102-17

**19. Adjournment**





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**Special Council Meeting  
C#30-17**

**Monday, September 25, 2017  
9:00 a.m.**

**Sheraton Parkway Toronto North Hotel and Suites  
9<sup>th</sup> Floor  
600 Highway 7 East  
Richmond Hill, Ontario**

**His Worship  
Mayor Dave Barrow**

**Minutes**

A special meeting of the Council of the Town of Richmond Hill was held on Monday, September 25, 2017 at 9:05 a.m. at the Sheraton Parkway Toronto North Hotel and Suites.

The following Members of Council were present:

Mayor Barrow  
Regional and Local Councillor Spatafora  
Regional and Local Councillor Hogg  
Councillor Muench  
Councillor Liu  
Councillor West  
Councillor Cilevitz  
Councillor Chan

Regrets:  
Councillor Beros

The following members of Staff were present:

N. Garbe, Chief Administrative Officer  
S. Kaplan, Director, Human Resources  
S. Huycke, Town Clerk

Margaret Campbell, Odgers Berndtson, was also in attendance.

**Adoption of Agenda**

Moved by: Councillor Chan  
Seconded by: Councillor West

That the agenda be adopted as distributed by the Clerk.

Carried

**Disclosures of Pecuniary Interest and General Nature Thereof**

There were no disclosures of pecuniary interest by members of Council under the *Municipal Conflict of Interest Act*.

**Resolution to Move into Closed Session and General Nature Thereof**

Moved by: Councillor West  
Seconded by: Councillor Chan

That Council move into closed session to consider personal matters about identifiable individuals, including municipal or local board employees (Section 239(2)(b) of the *Municipal Act, 2001*), with respect to the recruitment of the Commissioner of Planning and Regulatory Services.

Carried

Council moved into closed session and then returned to open session (9:06 a.m. to 12:58 p.m.)

**Adoption of Recommendations Arising from Closed Session**

There were no recommendations arising from Closed Session.

**By-Law to Confirm the Proceedings of Council at This Meeting**

Moved by: Councillor Cilevitz  
Seconded by: Councillor Liu

That By-law 90-17, A By-law to confirm the proceedings of Council at this meeting, be passed.

Carried

**Adjournment**

Moved by: Councillor Muench  
Seconded by: Councillor Chan

That the meeting be adjourned.

Carried

The meeting was adjourned at 12:58 p.m.

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Dave Barrow  
Mayor

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Stephen M.A. Huycke  
Town Clerk





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### Council Public Meeting C#32-17

Wednesday, September 27, 2017  
7:30 p.m.

**Council Chambers**  
**Richmond Hill Town Hall**  
**225 East Beaver Creek Road**  
**Richmond Hill, Ontario**

**Mayor Dave Barrow**

#### **Minutes**

A meeting under the *Planning Act* of the Council of the Town of Richmond Hill was held on Wednesday, September 27, 2017 at 7:30 p.m. in the Council Chambers.

The following Members of Council were present:

Mayor Barrow  
Regional and Local Councillor Spatafora  
Regional and Local Councillor Hogg  
Councillor Muench  
Councillor West  
Councillor Cilevitz  
Councillor Chan

Regrets:

Councillor Beros  
Councillor Liu

The following members of Staff were present:

K. Kwan, Acting Commissioner of Planning and Regulatory Services  
D. Beaulieu, Manager, Development - Subdivisions  
G. Galanis, Manager, Development – Site Plans  
S. Cham, Senior Planner  
M. Filippetto, Senior Planner - Subdivisions  
S. Fiore, Planner II - Subdivisions  
G. Collier, Deputy Town Clerk

Mayor Barrow read the Public Hearing Statement.

#### **Adoption of Agenda**

Moved by: Regional and Local Councillor Hogg  
Seconded by: Councillor West

That the agenda be adopted as distributed by the Clerk with the following additions:

1. Correspondence from Maurice Kwok, 19 Silk Court, dated September 26, 2017
2. Correspondence from Carlos Lopez and Maria Isaza, 21 Silk Court, dated September 26, 2017

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3. Correspondence from Russell Newman, 144 Douglas Road, dated September 23, 2017
4. Correspondence from Patrick Man Fai Ma, 61 Grange Drive, dated September 27, 2017
5. Correspondence from Rajabali Ghandhari and Leeda Maanavi, 63 Grange Drive, dated September 27, 2017

Carried

### **Disclosures of Pecuniary Interest and General Nature Thereof**

There were no disclosures of pecuniary interest by Members of Council under the *Municipal Conflict of Interest Act*.

### **Scheduled Business**

#### **3.1 Request for Comments – Zoning By-law Amendment Application – Rodeo Homes Richmond Hill Inc. – 143 Pathlane Road – File Number D02-17007 – (Staff Report SRPRS.17.152)**

Mary Filipetto of the Planning and Regulatory Services Department provided an overview of the proposed Zoning By-law Amendment application to facilitate the construction of seven (7) residential units consisting of six (6) semi-detached dwellings and one (1) single detached dwelling on the subject lands. Ms. Filipetto advised that staff's recommendation was that the staff report be received for information purposes only and all comments be referred back to staff.

Richard Domes, agent for the applicant, reviewed the development proposal and provided additional information regarding vehicular access, at-grade visitor parking and underground garage facility to accommodate resident parking, south facing units towards Springbrook Park, elevation and design elements. He provided context to the application within the existing zoning framework and advised that the proposed development was compatible with the adjacent uses. Mr. Domes advised of supporting studies completed for the subject lands, addressed comments in the staff report regarding approval of the amending Zoning By-law to be withheld until approval of the related draft Plan of Condominium application, and submitted a petition from adjacent residents who were in support of the proposed development.

Wera Tachtaul and Charles Fraser, 149 Pathlane Road, advised that they were opposed to the proposed development and advised that the purchase agreement for their home included a provision for their backyard to face Springbrook Park. They requested that Council deny the application so that they could maintain the view of the park and to preserve the trees and green space.

Maurice Kwok, 19 Silk Court, expressed his concerns with the loss of mature trees and advised that he was opposed to the proposed development because the proposed density was not compatible with the existing neighbourhood, would negatively impact area property values, and the proposed entrance to the site was too narrow and would result in traffic problems as further detailed in his correspondence distributed as Correspondence Item 3.1 1.

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Moved by: Councillor Chan  
 Seconded by: Regional and Local Councillor Hogg

That staff report SRPRS.17.152 with respect to the Zoning By-law Amendment application submitted by Rodeo Homes Richmond Hill Inc. for lands known as Lot 10, Registered Plan 65M-4511 (municipal address: 143 Pathlane Road), File Number D02-17007, be received for information purposes only and that all comments be referred back to staff.

Carried Unanimously

**3.2 Request for Comments – Zoning By-law Amendment and Draft Plan of Subdivision Applications – P. Campagna Investments Limited, Pasquale Campagna and 1480420 Ontario Limited – 18, 22 and 26 Sunset Beach Road – File Numbers D02-17009 and D03-17003 – (Staff Report SRPRS.17.139)**

Simone Fiore of the Planning and Regulatory Services Department provided an overview of the proposed Zoning By-law Amendment and Draft Plan of Subdivision applications to facilitate the construction of a residential development comprised of six (6) freehold townhouse dwelling units on the subject lands. Ms. Fiore advised that staff's recommendation was that the staff report be received for information purposes only and all comments be referred back to staff.

Murray Evans, Evans Planning Inc., agent for the applicant, reviewed the development proposal and provided additional information to address comments received from area residents related to lot width, density, rear yard setbacks, front yard setbacks, and parking, and advised that a portion of the subject lands were proposed to be conveyed to a public authority. He advised that the subject lands were within the Oak Ridges Local Centre and that the proposed development was consistent with the planning policy framework of the Town, and noted the request for relief from the current zoning to allow a deck to encroach 3.7 metres into the minimum rear yard.

Russell Newman, 144 Douglas Road, advised that existing residential lots in the area have 50 ft. frontages and in his opinion, single family dwellings would be better suited for the site. He expressed his concerns with the site not having adequate parking and requested that the front yard setback and floodplain be pushed back as further detailed in his correspondence distributed as Correspondence Item 3.2 1.

Moved by: Regional and Local Councillor Spatafora  
 Seconded by: Regional and Local Councillor Hogg

That staff report SRPRS.17.139 with respect to the Zoning By-law Amendment and Draft Plan of Subdivision applications submitted by P. Campagna Investments Limited, Pasquale Campagna and 1480420 Ontario Limited for lands known as Part of Lot 65, Concession 1, E.Y.S., (municipal address: 18, 22 and 26 Sunset Beach Road), File Numbers D02-17009 and D03-17003, be received for information purposes only and that all comments be referred back to staff.

Carried Unanimously

**3.3 Request for Comments – Zoning By-law Amendment and Draft Plan of Subdivision Applications – Metropole Developments Inc. – 25, 45 and 61 Harris Avenue – File Numbers D02-17014 and D03-17004 – (Staff Report SRPRS.17.134)**

Shelly Cham of the Planning and Regulatory Services Department provided an overview of the proposed Zoning By-law Amendment and Draft Plan of Subdivision applications to facilitate the construction of a townhouse development comprised of 44 townhouse units on the subject lands. Ms. Cham advised that staff's recommendation was that the staff report be received for information purposes only and all comments be referred back to staff.

Jim Kotsopolous, JKO Planning Services Inc., agent for the applicant, advised he was in attendance with the property owners of the subject lands. He stated that they had reviewed the staff report and were present to hear comments from Council and the public, to answer any questions and looked forward to a recommendations report being brought forward for approval.

Frank Xu, 55 Grange Drive, advised that when he purchased his property he paid a lot premium and was told that there would be no development behind his home. He expressed his concerns with the proposed development because of the proposed height, density, and increase in traffic, and the impact it would have on area property values. Mr. Xu requested that if the proposed development was approved, that there be a buffer between the new and existing homes and that consideration be given to the land designated for a storm water management pond to be used as a park.

Yao Peng, 51 Grange Drive, also advised that when she purchased her property she was told there would be no development behind her home and the land would remain green space. Ms. Peng inquired about the status of a proposed park that had been included on previous plans for the subject lands, as the property now shows only townhouses, and stated that she had hoped for a better development proposal for the area.

Leeda Maanavi, 63 Grange Drive, advised that she was in agreement with the comments made by the previous speakers and that she objected to the proposed development because of the height and density which would shadow her yard, impact on area property values, traffic, noise and air pollution as further detailed in her correspondence distributed as Correspondence Item 3.3 2.

Patrick Ma, 61 Grange Drive, noted that the existing homes along Grange Drive are at a lower elevation than the townhouses within the proposed development which would negatively impact their privacy, light, ventilation, and property value. Mr. Ma expressed his concerns with the lack of green space and loss of mature trees, and advised that he was opposed to the proposed development as further detailed in his correspondence distributed as Correspondence Item 3.3 1.

A resident of 57 Grange Drive advised of her concerns with the proposed development because of the density, increase in the number of cars in the area, loss of green space, pollution and impact on the environment, and loss of mature trees.

Yuhuai Chen, 56 Grange Drive, expressed his concerns with the proposed development because of the loss of mature trees, height, density, traffic, pollution and impact on the environment.

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Moved by: Councillor West  
Seconded by: Regional and Local Councillor Spatafora

That Staff Report SRPRS.17.134 with respect to the Zoning By-law Amendment and Draft Plan of Subdivision applications submitted by Metropole Developments Inc. for lands known as Lots L and N, Part of Lots H, J and K, Plan 1916 (municipal address: 25, 45 and 61 Harris Avenue), File Numbers D02-17014 and D03-17004, be received for information purposes only and that all comments be referred back to staff.

Carried Unanimously

### **Adjournment**

Moved by: Councillor Chan  
Seconded by: Regional and Local Councillor Hogg

That the meeting be adjourned.

Carried

The meeting was adjourned at 9:15 p.m.

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Dave Barrow  
Mayor

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Gloria Collier  
Deputy Town Clerk





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**Council  
C#33-17**

**Tuesday, October 10, 2017  
7:30 p.m.**

**Council Chambers  
Richmond Hill Town Hall  
225 East Beaver Creek Road  
Richmond Hill, Ontario**

**Mayor Dave Barrow**

### **Minutes**

A meeting of the Council of the Town of Richmond Hill was held on Tuesday, October 10, 2017 at 7:30 p.m. in the Council Chambers. There were no members of the public who addressed Council during the Public Forum.

The following Members of Council were present:

Mayor Barrow  
Regional and Local Councillor Spatafora  
Regional and Local Councillor Hogg  
Councillor Beros  
Councillor Muench  
Councillor Liu  
Councillor West  
Councillor Cilevitz  
Councillor Chan

The following members of Staff were present:

N. Garbe, Chief Administrative Officer  
S. Baker, Commissioner of Community Services  
I. Brutto, Commissioner of Environment and Infrastructure Services  
M. Dempster, Commissioner of Corporate and Financial Services  
K. Kwan, Commissioner of Planning and Regulatory Services  
A. Dimilta, Town Solicitor  
D. Dexter, Director, Financial Services and Treasurer  
D. Joslin, Director, Recreation and Culture  
G. Manderson, Director, Strategic Initiatives  
D. Terzievski, Director, Development Engineering & Transportation  
P. Waddell, Interim Manager, Client Support  
A. Horghidan, Small Business Consultant  
C. Pitcher, Communications Advisor  
S. Huycke, Town Clerk  
L. Sampogna, Council/Committee Coordinator

### **Council Announcements**

Councillor West extended a Happy Thanksgiving to everyone.

Councillor West advised of the upcoming screening of "The Secret Path" by Gord Downie and Jeff Lemire on October 22 at the Richmond Hill Centre for the Performing Arts. He provided details of the film, program schedule, and noted the event provides community support services to people identifying as indigenous and living in York Region.

Councillor Cilevitz extended a Happy Thanksgiving to everyone. She advised of the Canada 150 Ward 5 event she would be hosting on October 15, 2017, in front of the Central Library (at the Horticultural Society's Arch) and extended an invitation for all to attend the informative and interactive discussion about Ward 5's heritage and historical points of interest.

Mayor Barrow proudly announced that the Town of Richmond Hill would be awarded the Living City Energy Efficiency Leadership Award for The Town Hall Challenge at the Mayors' Megawatt Challenge Annual Forum 2017 being held on November 22. He advised the Challenge recognizes leadership to substantial energy efficiency improvements at Town Halls and highlighted the Towns kilowatt targets and achievements in past years. On behalf of Members of Council, Mayor Barrow congratulated Environment Services staff involved in meeting and exceeding the standard of excellence.

Councillor Chan acknowledged the success of the events held on September 30 at Richmond Hill Fire Station 8-1 in celebration of Fire Prevention Week. Councillor Chan advised of the Domino's Pizza Contest being held on October 12 as part of Fire Prevention Week, for a chance of having pizza delivered by local firefighters who would test all smoke alarms in your home.

### **Introduction of Emergency/Time Sensitive Matters**

There were no emergency/time sensitive matters raised by Members of Council.

### **Adoption of Agenda**

Moved by: Regional and Local Councillor Spatafora  
Seconded by: Councillor Cilevitz

That the agenda be adopted as distributed by the Clerk with following addition:

- a) Potential Increase of Freight Rail Traffic in York Region – (Staff Report SRPRS.17.174) – Agenda Item 4.0

Carried

### **Disclosures of Pecuniary Interest and General Nature Thereof**

There were no disclosures of pecuniary interest by Members of Council under the *Municipal Conflict of Interest Act*.

### **Adoption of Previous Council Minutes**

Special Council Meeting C#29-17

September 19, 2017

Moved by: Councillor Chan  
Seconded by: Regional and Local Councillor Hogg

That the minutes of Special Council Meeting C#29-17 held on September 19, 2017 be adopted.

Carried Unanimously



Council Meeting C#31-17

September 25, 2017

Moved by: Regional and Local Councillor Spatafora  
Seconded by: Councillor Cilevitz

That the minutes of Council Meeting C#31-17 held on September 25, 2017 be adopted.

Carried Unanimously

### **Adoption of Reports Not Requiring Separate Discussion**

Moved by: Regional and Local Councillor Spatafora  
Seconded by: Regional and Local Councillor Hogg

That the following Items be approved and that the various officials of the Corporation be hereby authorized and directed to take such action as may be necessary to give effect to the recommendations contained therein:

#### **1.0 Minutes – Budget Committee of the Whole meeting BCW#06-17 held on September 26, 2017**

That the minutes of the Budget Committee of the Whole meeting BCW#06-17 held on September 26, 2017 be adopted as circulated and the following recommendations be approved:

##### **1.1 Pricing Policy Update – (Staff Report SRCS.17.17) – (Item 4.3)**

Recommendation 1

- a) That Council receive the User Fee and Subsidy Study Report, attached as Appendix 'A' to staff report SRCS.17.17;
- b) That staff incorporate the additional \$12,000 required for the affordable access grant for low-income families into the 2018 operating budget process for an annual budget of \$20,000;
- c) That staff eliminate the 50% subsidy for affiliated community group rental of recreation facilities over a 5 year period effective January 1, 2018;
- d) That staff eliminate the 40% subsidy for affiliated community groups leasing Town property exclusively for their club activities over a three year period effective January 1, 2018;
- e) That the 2018 Fees and Charges By-Law be amended to reflect the recommendations of the Recreation User Fee and Pricing Policy;
- f) That the Community Services Department undertake a comprehensive fee review every five years to ensure that its fees are achieving the principles of this policy.

##### **1.2 Tariff of Fees Update – (Staff Report SRCFS.17.035) – (Item 4.2)**

Recommendation 2

- a) That the proposed fees as set out in the draft By-law 79-17, attached as Appendix 'D' to staff report SRCFS.17.035, with adjustments that reflect Committee's recommendations in respect of staff report SRCS.17.17, be adopted;

- b) That draft By-law 79-17, attached as Appendix 'D' to staff report SRCFS.17.035, be presented to the October 10, 2017 Council meeting for enactment;
- c) That staff be authorized to present to Council updates to the Tariff of Fees By-law throughout the year, without the need for a previous staff report, when the following conditions are met:
  - i. The service contract follows the Town's established procurement process(es);
  - ii. Results in revised costs for municipal services provided in the Tariff of Fees schedules; and
  - iii. The new fees represent contractor's rate and a reasonable cost recovery for program administration.

## **2.0 Minutes – Committee of the Whole meeting CW#14-17 held on October 2, 2017**

That the minutes of the Committee of the Whole meeting CW#14-17 held on October 2, 2017 be adopted as circulated and the following recommendations be approved:

### **2.1 Contract Administration of Lake Wilcox Park – Youth Area – (Staff Report SREIS.17.18) – (Item 4)**

#### **Recommendation 1**

- a) That staff be authorized to enter into a sole source agreement for the Contract Administration and Warranty Services for construction of the Lake Wilcox Park - Youth Area with Brook McIlroy Inc. for a cost of \$152,910.00 (exclusive of tax) pursuant to Article 10.4.4 (c) and Appendix B – Part 1 (g) of the Procurement By-law 113-16;
- b) That the Mayor and Clerk be authorized to execute any necessary documentation to affect the contract upon written approval of the Commissioner of Environment and Infrastructure Services.

### **2.2 Acquisition of Block 15 and 16 within the Calgas Plan of Subdivision – File Number 19T-81038 – (Staff Report SRPRS.17.157) – (Item 5)**

#### **Recommendation 2**

- a) That the Town accept conveyance of Block 15 (EPA 2) within Draft Plan of Subdivision 19T-81038 for natural heritage protection purposes;
- b) That the Town accept conveyance of Block 16 within Draft Plan of Subdivision 19T-81038 in fulfillment of the parkland dedication requirements for the development.

**2.3 Request for Approval – Draft Plan of Condominium - New Era Development (2011) Inc. – 11611 Yonge Street – File Number D05-17001 (19CDM(R)-17001 – (Staff Report SRPRS.17.156) – (Item 6)**

Recommendation 3

That the proposed draft Plan of Condominium submitted by New Era Development (2011) Inc. for lands known as Part of Lot 56, Concession 1, E.Y.S. (municipal address: 11611 Yonge Street), File Number D05-17001 (19CDM(R)-17001), be draft approved, subject to the following:

That draft approval be subject to the conditions as set out in Appendix “A” to staff report SRPRS.17.156.

**2.4 Proposed Amendment to the Barker Business Park Phase 2 Limited Subdivision Agreement with respect to Development charges Provisions – File Number 19T-06005 – (Staff Report SRCFS.17.034) – (Item 8)**

Recommendation 4

That upon the written recommendation of the Town Treasurer, the Mayor and Clerk be authorized to execute an amending agreement to the Barker Business Park Phase II Limited Subdivision Agreement (File Number 19T-06005) to retroactively increase a Town contribution towards development charge services in the amount of \$438,645.31.

**2.5 Extract – Heritage Richmond Hill Committee meeting HRH#05-17 held on September 12, 2017 – (Item 10)**

**Notice of Intent to Demolish 273 Jefferson Sideroad (File Numbers D12-14003 and BP#-2017-42025) - (Staff Report SRPRS.17.151) – (Item 10.1)**

Recommendation 5

- a) That the property located at 273 Jefferson Sideroad does not merit cultural heritage designation under Part IV of the *Ontario Heritage Act*;
- b) That as a condition of the issuance of a Building Demolition Permit, the owner be required to have a heritage consultant photograph the house at 273 Jefferson Sideroad during the demolition process; and
- c) That 273 Jefferson Sideroad be removed from the Town of Richmond Hill *Inventory of Buildings of Architectural and Historical Importance*.

**2.7 Consideration of a Whistleblower Policy – (Staff Report SRCAO.17.25) – (Item 7)**

Recommendation 7

- a) That staff report SRCAO.17.25 regarding consideration of a Whistleblower Policy be received;
- b) That staff review and revise the Town’s Employee Code of Conduct to include more specific whistleblower provisions, as outlined in staff report SRCAO.17.25;
- c) That staff be directed to report back on the implementation of the direction in clause (b) by the end of the first quarter of 2018.

### **3.0 World Homelessness Day – October 10, 2017**

That October 10, 2017 be proclaimed World Homelessness Day in the Town of Richmond Hill.

That the following By-law be passed:

By-law 79-17 – A By-law to Authorize Fees or Charges for Certain Services (Tariff of Fees By-law)

Carried

### **Presentation**

Mayor Barrow together with John Bell presented David Gu with the 2017 William F. Bell Entrepreneur Award for his small business success. LearnVR, is a company that educates youths between the ages of 8 and 18 on how to create, plan, design, and develop a personal virtual reality experience. On behalf of Members of Council, Mayor Barrow and Mr. Bell congratulated David on his summer business achievement and wished him continued success.

### **Separation of Issues Requiring Discussion**

#### **2.0 Minutes – Committee of the Whole meeting CW#14-17 held on October 2, 2017**

##### **2.6 Approval in Principle of the Draft Official Plan Amendment and Draft Zoning By-law Amendment for the Lake Wilcox Special Policy Area – File Number D10-PL-SPA – (Staff Report SRPRS.17.103) – (Item 3)**

Moved by: Councillor Beros  
Seconded by: Councillor Muench

In accordance with the Ministry of Natural Resources and Forestry's (MNRF) procedures for approval of modifications to existing special policy areas (SPA), it is recommended:

- a) That the Draft Official Plan Amendment and Draft Zoning By-law Amendment for the Lake Wilcox Special Policy Area, attached as Appendix 'A' and Appendix 'B' to staff report SRPRS.17.103, be approved in principle;
- b) That a copy of staff report SRPRS.17.103 be provided to the Region of York for a resolution supporting approval in principle for the Lake Wilcox Special Policy Area;
- c) That a copy of staff report SRPRS.17.103 be provided to the Toronto and Region Conservation Authority (TRCA) for a resolution supporting approval in principle for the Lake Wilcox Special Policy Area;
- d) That subject to resolutions a), b) and c) outlined above, Town staff be directed to submit a request for approval of the Official Plan amendment, attached as Appendix 'A' to staff report SRPRS.17.103, from the Minister of Municipal Affairs and the Minister of Natural Resources and Forestry.
- e) That severances applications be considered on properties where the lots have been previously merged.

Clauses a) to d) of the Motion Carried Unanimously

Clause e) of the Motion Failed to Carry

**The complete motion to read as follows:**

Moved by: Councillor Beros  
 Seconded by: Councillor Muench

- a) That the Draft Official Plan Amendment and Draft Zoning By-law Amendment for the Lake Wilcox Special Policy Area, attached as Appendix 'A' and Appendix 'B' to staff report SRPRS.17.103, be approved in principle;
- b) That a copy of staff report SRPRS.17.103 be provided to the Region of York for a resolution supporting approval in principle for the Lake Wilcox Special Policy Area;
- c) That a copy of staff report SRPRS.17.103 be provided to the Toronto and Region Conservation Authority (TRCA) for a resolution supporting approval in principle for the Lake Wilcox Special Policy Area;
- d) That subject to resolutions a), b) and c) outlined above, Town staff be directed to submit a request for approval of the Official Plan amendment, attached as Appendix 'A' to staff report SRPRS.17.103, from the Minister of Municipal Affairs and the Minister of Natural Resources and Forestry.

Carried Unanimously

**4.0 Potential Increase of Freight Rail Traffic in York Region – (Staff Report SRPRS.17.174)**

Moved by: Councillor Chan  
 Seconded by: Regional and Local Councillor Spatafora

- a) That the Brief prepared by York Region entitled Potential Increase of Freight Rail Traffic in York Region, dated May 2017, with a cover memo, dated September 22, 2017, and attached as Appendix A to staff report SRPRS.17.174, be endorsed;
- b) That Council adopt the recommendations contained in the Brief as the Town's position with respect to the construction of the Missing Link proposal, and the rerouting of freight rail traffic through York Region;
- c) That the Town Clerk forward a copy of staff report SRPRS.17.174 to York Region, the City of Markham, and the City of Vaughan;
- d) That staff be directed to continue to work with York Region with respect to the re-routing of the CP rail corridor.

Carried Unanimously

**By-Law to Confirm the Proceedings of Council at This Meeting**

Moved by: Councillor Chan  
 Seconded by: Councillor Cilevitz

That By-law 95-17, A By-law to confirm the proceedings of Council at this meeting, be passed.

Carried

**Adjournment**

Moved by: Councillor West  
Seconded by: Regional and Local Councillor Hogg

That the meeting be adjourned.

Carried

The meeting was adjourned at 8:54 p.m.

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Dave Barrow  
Mayor

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Stephen M.A. Huycke  
Town Clerk



RichmondHill.ca

**Special Council Meeting  
C#35-17**

**Monday, October 16, 2017  
6:44 p.m.**

**Council Chambers  
Richmond Hill Town Hall  
225 East Beaver Creek Road  
Richmond Hill, Ontario**

**His Worship  
Mayor Dave Barrow**

### **Minutes**

A special meeting of the Council of the Town of Richmond Hill was held on Monday, October 16, 2017 at 6:44 p.m. in the Council Chambers.

The following Members of Council were present:

Mayor Barrow  
Regional and Local Councillor Hogg  
Councillor Beros  
Councillor Muench  
Councillor Liu  
Councillor West  
Councillor Cilevitz  
Councillor Chan

Regrets:

Regional and Local Councillor Spatafora

The following members of Staff were present:

N. Garbe, Chief Administrative Officer  
S. Baker, Commissioner of Community Services  
I. Brutto, Commissioner of Environment and Infrastructure Services  
M. Dempster, Commissioner of Corporate and Financial Services  
K. Kwan, Commissioner of Planning and Regulatory Services  
A. Dimlta, Town Solicitor  
A. Alyea, Assistant Town Solicitor  
S. Huycke, Town Clerk  
K. Hurley, Council/Committee Coordinator

### **Adoption of Agenda**

Moved by: Councillor Cilevitz  
Seconded by: Regional and Local Councillor Hogg

That the agenda be adopted as distributed by the Clerk.

Carried Unanimously

**Disclosures of Pecuniary Interest and General Nature Thereof**

There were no disclosures of pecuniary interest by members of Council under the *Municipal Conflict of Interest Act*.

**Resolution to Move into Closed Session and General Nature Thereof**

Moved by: Councillor Chan  
Seconded by: Councillor Liu

That Council move into closed session to consider Time Sensitive Matters related to the receiving of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and related to litigation before the Ontario Superior Court of Justice, Court File No. CV-16-128919-00SR, Town v. Perrelli, affecting the municipality, (Section 239(2)(f) and (e) of the *Municipal Act, 2001*).

Carried

Council moved into closed session and then returned to open session (6:45 p.m. to 7:37 p.m.)

**Adoption of Recommendations Arising from Closed Session**

There were no recommendations arising from Closed Session.

**By-Law to Confirm the Proceedings of Council at This Meeting**

Moved by: Councillor West  
Seconded by: Regional and Local Councillor Hogg

That By-law 100-17, A By-law to confirm the proceedings of Council at this meeting, be passed.

Carried

**Adjournment**

Moved by: Councillor Chan  
Seconded by: Regional and Local Councillor Hogg

That the meeting be adjourned.

Carried

The meeting was adjourned at 7:38 p.m.

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Dave Barrow  
Mayor

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Stephen M.A. Huycke  
Town Clerk





## **Committee of the Whole Meeting**

### **Minutes**

**CW#15-17**

**Monday, October 16, 2017, 4:30 p.m.**

**Council Chambers**

**225 East Beaver Creek Road**

**Richmond Hill, Ontario**

Members Present: Regional and Local Councillor Hogg  
Mayor Barrow  
Councillor Beros  
Councillor Muench  
Councillor Liu  
Councillor West  
Councillor Cilevitz  
Councillor Chan

Regrets: Regional and Local Councillor Spatafora

Staff Members Present:

N. Garbe, Chief Administrative Officer  
S. Baker, Commissioner of Community Services  
I. Brutto, Commissioner of Environment and Infrastructure Services  
M. Dempster, Commissioner of Corporate and Financial Services  
K. Kwan, Commissioner of Planning and Regulatory Services  
A. Dimilta, Town Solicitor  
A. Alyea, Assistant Town Solicitor  
D. Dexter, Director, Financial Services and Treasurer  
G. Galanis, Acting Director, Development Planning  
G. Manderson, Director, Strategic Initiatives  
C. Stone, Manager, Revenue Services  
G. Sue, Manager, Economic Development  
S. von Kursell, Manager, Policy  
M. Jedinak, Coordinator, Economic Development Programs  
P. Waddell, Interim Manager, Client Support

A. Dhingra, Business Analyst  
G. Malatesta, Project Manager  
A. O'Malley, Communications Advisor  
S. Huycke, Town Clerk  
G. Collier, Deputy Town Clerk  
T. Arbuckle, Council/Committee Coordinator  
K. Hurley, Council/Committee Coordinator  
L. Sampogna, Council/Committee Coordinator

**1. Call to Order**

**2. Council Announcements**

Councillor West advised of his attendance at the 200th anniversary celebration of the Richmond Hill Presbyterian Church congregation this past weekend, acknowledged fellow Members of Council and dignitaries who were in attendance, and noted it was a great time to reflect upon the history of the Church.

Councillor Cilevitz extended thanks to Maggie Mackenzie, Heritage Services Coordinator, for her assistance with the Ward 5 Canada 150 Heritage Celebration held this past weekend at the Richmond Hill Public Library, and also thanked the Burr House Spinners and Weavers Guild and the Hill Potters Guild for sharing samples and explaining the work they do at the Burr House.

Councillor Chan advised that the Region of York was hosting an open house on October 17th at the York Region Transit/Viva Bus Depot on Orlando Drive regarding two transportation Environment Assessment Studies for 16th Avenue and encouraged interested residents to attend. Councillor Chan acknowledged that the Richmond Hill Public Library Board would be celebrating their 165th anniversary on October 17th at the Central Library.

**3. Introduction of Emergency/Time Sensitive Matters**

There were no emergency/time sensitive matters raised by Members of Committee.

**4. Adoption of Agenda**

Moved by: Councillor Chan

That the agenda be adopted as distributed by the Clerk.

Carried Unanimously

**5. Disclosure of Pecuniary Interest and General Nature Thereof**

There were no disclosures of pecuniary interest by members of Council under the *Municipal Conflict of Interest Act*.

**6. Identification of Items Requiring Separate Discussion**

Committee consented to separate Agenda Items 11.2 and 11.7 for discussion.

**7. Adoption of Remainder of Agenda Items**

On a motion of Councillor Cilevitz, Committee adopted those Agenda Items not identified for separate discussion.

**8. Public Hearing**

There were no public hearings.

**9. Presentations**

**9.1 Valerie Shuttleworth, Chief Planner, and Lisa Gonsalves, Director of Strategies and Partnerships, York Region, regarding Housing Initiatives and Incentives**

Lisa Gonsalves, Director of Strategies and Partnerships, York Region, made a presentation to Committee regarding housing initiatives and incentives in Richmond Hill and York Region. She reviewed York Region housing statistics, the Human Services Planning Board and the "Make Rental Happen" public awareness campaign. Ms. Gonsalves provided an overview of the regionally administered social and affordable housing program and highlighted affordable and social housing communities in Richmond Hill.

Valery Shuttleworth, Chief Planner, York Region, reviewed statistics related to housing affordability by income in 2016, affordable housing distribution and options, regional and local municipal housing partnerships, and potential elements of an incentive framework. Ms. Shuttleworth concluded the presentation by reviewing next steps.

Moved by: Councillor Chan

a) That the presentation by Valerie Shuttleworth, Chief Planner, and Lisa Gonsalves, Director of Strategies and Partnerships, York Region, regarding Housing Initiatives and Incentives, be received with thanks.

Carried Unanimously

## **10. Delegations**

### **10.1 Mark Silverstein, 73 Neighbourly Lane, regarding request to remove a tree on his property**

Mark Silverstein, 73 Neighbourly Lane, addressed Committee regarding his request to remove a tree on his property after the application he submitted under the Tree Preservation by-law was declined. He reviewed the health of the tree, property damage and safety concerns and requested that consideration be given to an appeal of his application. Mr. Silverstein inquired about options that were available to residents who wish to challenge the decision of the Town.

Moved by: Councillor West

a) That the delegation by Mark Silverstein, 73 Neighbourly Lane, regarding request to remove a tree on his property, be received.

#### **Motion to Refer:**

Moved by: Councillor Beros

a) That the delegation and motion to receive be referred to staff to report back on options to provide compensation or other community benefits in exchange for permitting the removal of the tree.

Carried

## **11. Committee and Staff Reports**

### **11.1 Minutes - Economic Development Task Force meeting EDTF#02-17 held on April 12, 2017**

Moved by: Councillor Cilevitz

a) That the minutes of the Economic Development Task Force EDTF#02-16 for its meeting held on April 12, 2017 be adopted as circulated.

Carried Unanimously

**11.2 Extract – Economic Development Task Force meeting EDTF#03-17 held on October 4, 2017**

**11.2.1 Downtown Village District Wayfinding Strategy - Staff Report SRCAO.17.24 (Item 7)**

Moved by: Councillor West

a) That staff report SRCAO.17.24 be received;

Clause (a) of the Motion Carried Unanimously

Moved by: Councillor West

b) That the Downtown Village District Wayfinding Strategy, attached as Appendix '1' to staff report SRCAO.17.24, be endorsed by Council;

Clause (b) of the Motion Failed to Carry

Moved by: Councillor West

c) That staff be directed to prepare a business case for funding the Downtown Village District Wayfinding Strategy for consideration by Council as part of the 2018 Capital Budget process.

A recorded vote was taken:

In favour: (5): Regional and Local Councillor Hogg, Councillor Muench, Councillor Liu, Councillor West, and Councillor Cilevitz

Opposed: (3): Mayor Barrow, Councillor Beros, and Councillor Chan

Clause (c) of the Motion Carried 5 to 3

**The complete motion to read as follows:**

Moved by: Councillor West

a) That staff report SRCAO.17.24 be received;

b) That staff be directed to prepare a business case for funding the Downtown Village District Wayfinding Strategy for consideration by Council as part of the 2018 Capital Budget process.

Carried

**11.3 SRCFS.17.045 - Vacant Unit Rebate**

Moved by: Councillor Cilevitz

a) That Council endorse elimination of the Vacant Unit Rebate program as provided for by Municipal Act, 2001 Section 364, effective January 1, 2018.

Carried Unanimously

**11.4 SRCFS.17.039 - Use of Corporate Resources for Election Campaign Purposes Policy**

Moved by: Councillor Cilevitz

a) That staff report SRCFS.17.039 be received.

b) That the "Use of Corporate Resources for Election Campaign Purposes Policy", Attachment A to staff report SRCFS.17.039, be approved.

c) That the "Use of Corporate and Communication Resources during an Election Year", Attachment B to staff report SRCFS.17.039, be repealed.

Carried Unanimously

**11.5 SRPRS.17.145 - Request for Approval - Zoning By-law Amendment Application - 1703173 Ontario Inc. - 9724 Yonge Street - File Number D02-15044**

Moved by: Councillor Cilevitz

That the Zoning By-law Amendment application submitted by 1703173 Ontario Inc. for lands known as Part of Lots 3 and 4, Plan 1987, municipally known as 9724 Yonge Street, Town File D02-15044, be approved, subject to the following:

a) That Council enact the Zoning By-law attached as Appendix "B" to Staff Report SRPRS.17.145;

b) That prior to the enactment of the Zoning By-law amendment, that the applicant pay the applicable processing fees in accordance with the Town's Tariff of Fees By-law No. 95-16.

Carried Unanimously

**11.6 SRPRS.17.160 - Request for Direction - Zoning By-law Amendment and Draft Plan of Subdivision Applications - Parkgate Holdings Inc. - 11211 Bayview Avenue - File Numbers D02-04056, D03-04008**

Moved by: Councillor Cilevitz

a) That the Ontario Municipal Board be advised that Council supports the Zoning By-law Amendment and draft Plan of Subdivision applications submitted by Parkgate Holdings Inc. for lands known as Part of Lot 29, Concession 2, E.Y.S. (municipal address: 11211 Bayview Avenue), Town Files D02-04056 and D03-04008 for the principle reasons outlined in SRPRS.17.160;

b) That the Ontario Municipal Board be advised that Council endorses the draft Zoning By-law Amendment as set out in Appendix B to SRPRS.17.160, subject to the payment of the applicable processing fees in accordance with the Town's Tariff of Fees By-law;

c) That the Ontario Municipal Board be advised that Council endorses the conditions of draft approval as set out in Appendix C to SRPRS.17.160, subject to the payment of applicable processing fees in accordance with the Town's Tariff of Fees By-law;

d) That servicing capacity for 109 units / 373 persons equivalent to Phase 1 of the development be allocated to the subject lands;

e) That Site Plan Control By-law 37-09 be amended to include the subject lands within the Site Plan Control area, to secure the owner's commitments with respect to sustainable development; and,

f) That appropriate Town staff be directed to appear at the Ontario Municipal Board in support of Council's position concerning the subject applications.

Carried Unanimously

**11.7 SRPRS.17.169 - Request for Approval - Municipal Servicing Allocation - Signature 153 16<sup>th</sup> Avenue Inc. - 153 16<sup>th</sup> Avenue and 370 Red Maple Road - File Number D06-12122**

Moved by: Councillor Chan

a) That the request for municipal servicing allocation for 308 persons equivalent submitted by Signature 153 16<sup>th</sup> Avenue Inc. for the lands known as Lot 29 and Part of Lot 7, Registered Plan 3805 (municipal addresses: 153 16<sup>th</sup> Avenue and 370 Red Maple Road), File Number D06-12022, be approved;

b) That the assigned servicing allocation be released by the Commissioner of Planning and Regulatory Services in accordance with By-law 109-11.

Carried Unanimously

**12. Other Business**

There were no other business items.

**13. Emergency/Time Sensitive Matters**

There were no emergency/time sensitive matters.

**14. Closed Session**

There were no closed session items.

**15. Adjournment**

Moved by: Councillor Chan

That the meeting be adjourned.

Carried Unanimously

The meeting was adjourned at 6:37 p.m.





## Staff Report for Council Meeting

Date of Meeting: October 23, 2017

Report Number: SRCS.17.23

Department: Community Services

Subject: Expression of Interest – For the Delivery of Educational & Public Outreach Programming, at the David Dunlap Observatory

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### Purpose:

The purpose of this report is to update Council and provide recommendations regarding the delivery of educational and public outreach programming at the David Dunlap Observatory.

### Recommendation(s):

- a) That the Commissioner of Community Services be authorized to negotiate programming partnership agreements for the David Dunlap Observatory consistent with the Recommended Approach described in SRCS.17.23.
- b) That the Commissioner of Community Services be delegated the authority to:
  - i. execute all necessary agreements or other documentation necessary to effect the programming referred to in (a); and
  - ii. negotiate and execute all necessary agreements or other documentation to effect any future programming and other uses of the David Dunlap Observatory Park.

### Contact Person:

Shane Baker, Commissioner of Community Services, Extension 2422

### Submitted by:

"Signed version on file in the Office of the Clerk"

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Shane Baker  
Commissioner of Community Services

### Approved by:

"Signed version on file in the Office of the Clerk"

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Neil Garbe  
Chief Administrative Officer

## **Background:**

At the February 22, 2016 Council meeting it was announced that ownership of both the Observatory Dome facility and Administration Building on the David Dunlap Observatory (DDO) lands will be transferred from Corsica Developments to Richmond Hill. Staff were subsequently directed to begin negotiations with the Royal Astronomical Society of Canada - Toronto Centre (RASC-TC) for a lease or other arrangement for the Observatory Dome facility and Administration Building on the David Dunlap Observatory lands. The intent of the lease was for the continued exclusive use of the buildings and program outreach by RASC-TC after the Town assumes ownership of the site, which was expected before the end of 2016.

Richmond Hill staff met with RASC-TC representatives and negotiations were progressing well toward an agreement until July 20, 2016 when staff were advised that the RASC-TC Council (Board of Directors) voted to not enter into a lease with Richmond Hill for the exclusive use of the DDO. No explanation was given for this change in direction, except that RASC-TC Council felt that it was not in the Centre's best interests to continue the lease discussions. During this same meeting staff were further informed that the RASC-TC members who had been using, maintaining and programming the site wished to carry on doing so and were prepared to continue the negotiations under a new organization called the York Region Astronomical Association (YRAA). As Council direction to staff was to negotiate RASC-TC, staff respectfully declined negotiations with YRAA until we could seek Council's direction to move forward.

In September of 2016, Council directed staff to initiate a public proposal process for the provision of astronomical outreach and educational programming at the DDO and report back to Council for approval (SRCS.16.30). Staff determined that it would be best to undertake the public proposal process such that it would be completed after the ownership of the DDO buildings were expected to be transferred to the Town and therefore, issued a Request for Expressions of Interest (REI) on January 12, 2017, which required submissions by February 28, 2017. The ownership of the DDO buildings was transferred to the Town March 21, 2017.

## **Analysis**

The Town invited over 35 organizations to bring forward proposals for the REI and ultimately the Town received 5 submissions. Staff reviewed all of the submissions and invited each group to make a presentation and answer questions regarding their proposal. The submissions varied from a summer Space Camp proposal from the Western University Centre for Planetary Science and Exploration, to an adult Maker Space and Educational proposal from YLab, to full astronomical outreach programs (similar to those previously offered at the DDO including school curriculum programs, Guide and Scout tours and events, public viewing nights, key speaker lectures and training workshops, etc.) from the Royal Astronomical Society of Canada – Toronto Centre (RASC-TC), the York Region Astronomical Association (YRAA) and the David Dunlap Observatory Defenders (DDOD).

As the proposals from Western University and YLab were not full astronomical outreach programs, staff focused on the more comprehensive proposals from RASC-TC, YRAA and the DDOD to meet the Town's primary programming needs. While each of these groups proposed similar programming, staff noted the following during the presentation meetings as significant matters for consideration:

1. The YRAA were proposing an exclusive use agreement of the DDO Administration Building and the Observatory while RASC-TC and the DDOD were proposing similar programming while leaving the site and buildings in the Town's control. For context, an exclusive use agreement of the site for programming could be compared to the former agreement with the Richmond Hill Arena Association for the programming of the Town's arenas. In this case, the Town is the owner of the property while another organization manages and programs the property. Alternatively, a non-exclusive use agreement would resemble the current programming partnerships for recreational programs. In these cases, the Town manages the facility space consistent with the Town's strategic plans and policies and the partner provides the program, expertise and staffing resources.
2. The YRAA proposed to undertake the necessary maintenance of the buildings (subject to negotiations) while RASC-TC and the DDOD did not have an interest in this type of an agreement.
3. Both RASC-TC and the DDOD noted that they had discussions which contemplated a joint proposal that would take advantage of their strengths in partnership with the Town.

As staff considered the DDO programming options, it was determined that to ensure the Town is able to manage the facilities consistent with the Town's strategic plans, policies and procedures, it would not be in the Town's best interest to enter into an exclusive use agreement. Also, while the YRAA noted in their presentation interview that they would be willing to host other users of the buildings such as Western University, YLab and the Town (providing it didn't conflict with their mission and programming), staff believe that due to the popularity of the site, it would be best for the Town to maintain ultimate control of the buildings to ensure the site remains a public space.

Similarly, as owners of the buildings, staff believe that the maintenance of the Administration Building and the Observatory should remain in the Town's control.

## **Recommended Approach**

In light of the above, staff are recommending that the Town enter into non-exclusive use programming partnerships, to facilitate delivery of educational and public outreach programming at the David Dunlap Observatory.

Staff are recommending authorization to negotiate a joint partnership between the Town, RASC-TC and the DDOD to provide the primary astronomical outreach program which would be augmented by a separate partnership agreement between the Town and Western University to implement their summer Space Camp program as well as an agreement between the Town and YLab to continue their very successful adult Makers Space and Educational program.

## **Next Steps**

If the recommendations in this report are approved, staff will work to negotiate and execute the partnership agreements described above.

The Environment & Infrastructure Services Department has recently completed a Conditional Assessment of the DDO Administration Building and Observatory which has identified work that is required at the DDO over the short and long term. Staff have determined that programming may begin once a Fire Safety Plan of the buildings is in place. The purpose of the Fire Safety Plan is to establish occupancy limits of floors and rooms as well as to ensure all individuals who are responsible for groups, etc., are fully trained in evacuation procedures as the buildings currently have unique features such as one exit.

The implementation of the recommendations of the Conditional Assessment report will be reported through the DDO Park Project Steering Committee and it is understood that programming may be interrupted and or restricted from time to time to allow works to be undertaken on the buildings.

## **Financial/Staffing/Other Implications:**

There are no financial or staffing implications related to this report.

## **Relationship to the Strategic Plan:**

The provision of astronomical outreach and educational programming at the David Dunlap Observatory is consistent with Goal One of the Strategic Plan – Stronger Connections in Richmond Hill by promoting the use of public spaces as places for people to assemble and connect as well as Goal Three by promoting the Town's heritage and celebrating the Town's unique places.

## **Conclusion:**

The purpose of this report is to update Council and provide recommendations regarding the delivery of educational and public outreach programming at the David Dunlap Observatory Park.