



Committee of the Whole Meeting

Minutes

CW#13-18

Monday, September 17, 2018, 4:30 p.m.

Council Chambers

225 East Beaver Creek Road

Richmond Hill, Ontario

Committee Members Present: Councillor Beros (Chair)
Mayor Barrow
Councillor Muench
Councillor Liu
Councillor West
Councillor Cilevitz
Councillor Chan

Regrets: Regional and Local Councillor Spatafora
Regional and Local Councillor Hogg

Staff Members Present:

N. Garbe, Chief Administrative Officer
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. Adari, Assistant Town Solicitor
G. Onizuka, Assistant Town Solicitor
D. Joslin, Acting Commissioner of Community Services
M. Gandhi, Director, Communication Services
P. Lee, Director, Director, Policy Planning
G. Manderson, Director, Strategic Initiatives
D. Alexander, Manager, Access Richmond Hill
R. Hui, Manager, Transportation
N. Marchese, Manager, Employee Health, Safety and Benefits
T. Markandaier, Manager, Procurement
C. Moore, Manager, Communication Services
C. Morgan, Manager, Event Services

T. Myatt, Manager, Human Resources - Workforce Planning
G. Sue, Manager, Economic Development
S. von Kursell, Manager, Policy
L. Chan, Communications Advisor
J. Goodwin-Hall, Supervisor, Support Services
L. Hood, Communications Advisor
A. O'Malley, Communications Advisor
C. Pitcher, Communications Advisor
D. DiRuscio, Event Coordinator
J. Hogg, Design and Production Coordinator
M. Jedinak, Coordinator, Economic Development Programs
A. Petrielli, Web and Social Media Coordinator
L. Colacci, Administrative Assistant
A. Kell, Events Assistant
B. Moseanu, Graphic Artist
E. Franks-Best, Communications Intern
J. Hypolite, IT Service Desk Technical Analyst
S. Huycke, Director, Legislative Services/Town Clerk
G. Collier, Deputy Town Clerk
S. Dumont, Council/Committee Coordinator
L. Sampogna, Council/Committee Coordinator

1. Call to Order

The Chair called the meeting to order at 4:30 p.m.

2. Council Announcements

Councillor Cilevitz advised of the passing of James (Jim) Thompson on September 15, 2018, highlighted his experience and involvement with the David Dunlap Observatory, and extended her deepest sympathies to family and friends.

Councillor West acknowledged many events were held this past weekend, including, the Bee City presentation for Richmond Hill being designated as a Bee City in accordance with the Bee City Canada Program held at Mill Pond Park on September 14; the 2 Terry Fox Runs organized in the community, noting the community's strong support to continuing Terry Fox's legacy, and extended his appreciation to all staff, volunteers and participants for the success of all events.

Councillor Chan extended congratulations to both Mayor Barrow and his wife for being recognized for their years of service by the Royal Canadian Legion, Richmond Hill Branch 375 this past weekend.

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 Items 11.10, 11.11, 11.12, 11.13, 11.14 and 11.17 for discussion.

7. Adoption of Remainder of Agenda Items

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

8. Public Hearing

There were no public hearings.

9. Presentations

9.1 Presentation by Meeta Gandhi, Director of Communication Services, to Mayor Barrow and Members of Council, of several Communications related awards

Meeta Gandhi, Director of Communication Services, made a presentation to Mayor Barrow and Members of Council announcing that staff received five Communications awards since the last presentation which included, a Gold Hermes Creative Award for the Canada 150 video, the Creativity Connected promotional pieces, and the Richmond Hill Skate Trail video; a Hermes Honourable Mention for the Canada 150 banners that were

displayed at Richmond Green; and was the recipient of a Gold Quill Merit Award from the International Association of Business Communicators. M. Gandhi extended her appreciation to the Communications Team and Town staff for their collaborative efforts in receiving the various Awards.

9.2 Presentation by Neil Garbe, Chief Administrative Officer, and Mary-Anne Dempster, Commissioner of Corporate and Financial Services, regarding Employee Strategy and Workforce Planning

Neil Garbe, Chief Administrative Officer, presented to Committee Richmond Hill's first Employee Strategy, noting that the strategy was a component of Phase 3 of the Strategic Plan Implementation Plan. He thanked staff who participated in the Employee Strategy Working Group and Sounding Board and participants of the Workforce Planning Committee.

N. Garbe provided an overview of the work that was done prior to developing the strategy, which helped inform the development of an Employee Strategy Vision. He outlined the goals established to achieve the Employee Strategy Vision and detailed the activities that would help meet those goals.

Mary-Anne Dempster, Commissioner of Corporate and Financial Services, introduced the Workforce Planning Program and acknowledged the Workforce Planning Committee for their work in helping to develop the framework. M. Dempster continued by providing a detailed overview of the career pathing, succession planning and management support components of the program.

Moved by: Councillor West

That the presentation by Neil Garbe, Chief Administrative Officer, and Mary-Anne Dempster, Commissioner of Corporate and Financial Services, regarding the Employee Strategy and Workforce Planning be received with thanks.

Carried Unanimously

9.3 Presentation by Gwen Manderson, Director of Strategic Initiatives, Stacia Stempski, Principal, and Sean Kelly, Principal, Stempski Kelly Associates Inc., regarding the Downtown Wayfinding Strategy

Gwen Manderson, Director of Strategic Initiatives, provided a brief overview of the progress made to date in developing a Wayfinding Strategy for the Downtown Village District. She advised that Stempski Kelly Associates Inc. was retained to undertake the design phase of the project, and introduced Sean Kelly, Principal, who presented the recommended Wayfinding Strategy.

Sean Kelly, Principal, Stempski Kelly Associates Inc., provided an overview of the approach that was followed to develop the style guide, which included reviewing planning documents and conducting stakeholder engagement. He summarized the results of the stakeholder session, specifically detailing the feedback received regarding key attributes of the signage. S. Kelly concluded by presenting detailed images of the recommended 'family of signs'.

Moved by: Councillor West

That the presentation by Gwen Manderson, Director of Strategic Initiatives, and Sean Kelly, Principal, Stempski Kelly Associates Inc., regarding the Downtown Wayfinding Strategy, be received with thanks.

Carried Unanimously

10. Delegations

There were no delegations.

11. Committee and Staff Reports

11.1 SRPRS.18.154 – Request for Approval – Zoning By-law Amendment Application – 3299645 Nova Scotia Limited - 550 Edward Avenue – File Number D02-11002 (Related File Number D06-13096)

Moved by: Councillor Cilevitz

a) That the Zoning By-law Amendment application submitted by 3299645 Nova Scotia Limited for the lands known as Part of Lots 22 and 23, Plan 2766 (Municipal Address: 550 Edward Avenue), Town File D02-11002 (Related File D06-13096), be approved subject to the following:

- i) That the amending Zoning By-law be brought forward to the September 24, 2018 Council meeting for consideration and enactment;

- ii) That prior to forwarding the amending Zoning By-law to Council for enactment, the applicant pay the applicable processing fee in accordance with the Town's Tariff of Fees By-law;
- iii) That all comments concerning the associated Site Plan application (Town File D06-13096) be referred back to staff.

Carried Unanimously

11.2 SRPRS.18.173 – Request for Approval – Zoning By-law Amendment Application – Maia and Vladimir Master - 108 Weldrick Road West – File Number D02-17040

Moved by: Councillor Cilevitz

a) That the Zoning By-law Amendment application submitted by Maia and Vladimir Master for the lands known as Part of Lot 83, Plan 1923 (Municipal Address 108 Weldrick Road West), Town File D02-17040, be approved, subject to the following:

- i) That the lands be rezoned from Third Density Residential (R3) Zone to Fourth Density Residential (R4) Zone under Zoning By-law 2523, as amended, and that the amending Zoning By-law establish site specific development standards as outlined in staff report SRPRS.18.173;
- ii) That the amending Zoning By-law be brought forward to the September 24, 2018 regular meeting of Council for consideration and enactment.

Carried Unanimously

11.3 SRPRS.18.175 – Payment-in-Lieu of Parking Agreement - York Region Standard Condominium Corporation No.1211 – 10376 Yonge Street

Moved by: Councillor Cilevitz

a) That Council authorizes the Mayor and the Clerk to execute an agreement between the Town of Richmond Hill and York Region Standard Condominium Corporation No. 1211 to permit payment-in-lieu of parking for four (4) on-site spaces at 10376 Yonge Street, in accordance with By-law 3-94 and upon the written recommendation of the Commissioner of Planning and Regulatory Services.

Carried Unanimously

11.4 SRPRS.18.178 – Request for Approval – Draft Plan of Condominium Applications – Ideal (JS) Developments Inc. - 39, 53 and 67 Jefferson Sideroad – File Numbers D05-15010 (19CDM(R)-15010) and D05-15011 (19CDM(R)-15011)

Moved by: Councillor Cilevitz

a) That the proposed draft Plan of Condominium application submitted by Ideal (JS) Developments Inc. for lands known as Blocks A, B and C, Plan 1916 (Municipal Addresses: 39, 53 and 67 Jefferson Sideroad), Town File D05-15010, be draft approved, subject to the following conditions:

- i) That draft approval be subject to the conditions as set out in Appendix A to staff report SRPRS.18.178;
- ii) That prior to draft approval being granted, the applicant pay the applicable processing fees in accordance with the Town's Tariff of Fees By-law.

b) That the proposed draft Plan of Condominium application submitted by Ideal (JS) Developments Inc. for lands known as Blocks A, B and C, Plan 1916 (Municipal Addresses: 39, 53 and 67 Jefferson Sideroad), Town File D05-15011, be draft approved, subject to the following conditions:

- i) That draft approval be subject to the conditions as set out in Appendix B to SRPRS.18.178; and,
- ii) That prior to draft approval being granted, the applicant pay the applicable processing fees in accordance with the Town's Tariff of Fees By-law.

Carried Unanimously

11.5 SRPRS.18.180 - On-Street Parking Amendments for Dunlop Street

Moved by: Councillor Cilevitz

a) That Chapter 1116, Schedule 'C' (Limited Parking-Signs-Displayed) of the Municipal Code is amended by adding the following:

Highway: Dunlop Street

Side: North

From and To: East Limit of Yonge Street to east limit of Church Street North

Maximum Period Permitted: 2 hours

Time / Days: 4 p.m. – 7 p.m., Saturday and 7 a.m. – 7 p.m., Sunday

b) That Chapter 1116, Schedule 'C' (Limited Parking-Signs-Displayed) of the Municipal Code is amended by removing the following:

Highway: Dunlop Street

Side: North

From and To: Yonge Street to Pugsley Avenue

Maximum Period Permitted: 2 hours

Time / Days: 7 a.m. – 7 p.m., Sunday

Carried Unanimously

11.6 SRPRS.18.181 – Request for Approval – Zoning By-law Amendment Application – Antani Gnanappirakasam – 531 16th Avenue - File Number D02-16005

Moved by: Councillor Cilevitz

a) That the Zoning By-law Amendment application submitted by Antani Gnanappirakasam for lands known as Part of Lot 22, Registered Plan 3806 (Municipal Address: 531 16th Avenue), Town File D02-16005, be approved, as outlined in staff report SRPRS.18.181;

b) That the amending Zoning By-law be brought forward to the September 24, 2018 Council meeting for consideration and enactment;

c) That prior to forwarding the amending Zoning By-law to Council for enactment, the applicant pay the applicable processing fee in accordance with the Town's Tariff of Fees By-law.

Carried Unanimously

11.7 SRPRS.18.182 – Payment-in-Lieu of Parking Agreement – 2591076 Ontario Corporation – 10156 Yonge Street

Moved by: Councillor Cilevitz

a) That Council authorizes the Mayor and the Clerk to execute an agreement between the Town of Richmond Hill and 2591076 Ontario Corporation to permit payment in lieu of parking for 4 on-site spaces at 10156 Yonge Street, in accordance with By-law 3-94 and upon the

written recommendation of the Commissioner of Planning and Regulatory Services.

Carried Unanimously

11.8 SRPRS.18.184 - Request for Approval - Zoning By-law Amendment and Draft Plan of Subdivision Applications - Cal-Leslie Developments Inc. - 12826 and 12844 Leslie Street - File Numbers D02-17026 and D03-17006

Moved by: Councillor Cilevitz

a) That the revised Zoning By-law Amendment application submitted by Cal-Leslie Developments Inc. for lands legally described as Part of Lot 4, Concession 2, E.Y.S. (Municipal Addresses: 12826 and 12844 Leslie Street), Town File D02-17026, be approved for the reasons outlined in staff report SRPRS.18.184, subject to the following:

i) That the subject lands be rezoned from Urban (UR) Zone under By-law 128-04, as amended, to Residential Wide Shallow Three (RWS3) Zone and Open Space (O) Zone under By-law 54-15, as amended, with site specific provisions as set out in Appendix B;

ii) That Block 232 on draft approved Plan of Subdivision 19T(R)-03018 be rezoned from Residential Wide Shallow Two (RWS2) Zone to Residential Wide Shallow Three (RWS3) Zone under By-law 54-15, as amended, to facilitate the construction of a street townhouse block on the subject lands;

iii) That pursuant to Section 34(17) of the *Planning Act*, Council deem that no further notice be required with respect to recommendation (a)(ii) above;

iv) That the amending Zoning By-law be brought forward for consideration and enactment at the September 24, 2018 Council meeting.

b) That the revised draft Plan of Subdivision application submitted by Cal-Leslie Developments Inc. for lands legally described as Part of Lot 4, Concession 2, E.Y.S. (Municipal Addresses: 12826 and 12844 Leslie Street), Town File D03-17006, be approved for the reasons outlined in Staff Report SRPRS.18.184, subject to the following:

i) That draft approval be subject to the conditions as set out in Appendix C to staff report SRPRS.18.184;

ii) That prior to draft approval being granted, the applicant pay the applicable processing fee in accordance with the Town's Tariff of Fees By-law, as amended.

c) That 138 persons equivalent of servicing allocation be assigned to the subject lands, to be released by the Commissioner of Planning and Regulatory Services in accordance with By-law 109-11, as amended.

Carried Unanimously

11.9 SRPRS.18.186 – Request for Approval – Private Street Naming Application – Ideal (MM) Developments Inc. - 219 and 227 Major Mackenzie Drive East – File Number D15-18033 (Related File D06-13029)

Moved by: Councillor Cilevitz

a) That staff report SRPRS.18.186 regarding a Private Street Naming Application submitted by Ideal (MM) Developments Inc. for the lands known as Part of Lot 147, Plan 2383 (Municipal Addresses: 219 and 227 Major Mackenzie Drive East) be approved subject to the following:

i) That the proposed private street name Garson Lane (P) be approved in accordance with SRPRS.18.186;

ii) That staff be directed to bring forward a by-law to a regularly scheduled Council meeting to implement the approval of the proposed private street name.

Carried Unanimously

11.10 SRCAO.18.20 - Downtown Village District Wayfinding Strategy Execution – Sign Design Recommendation

Moved by: Councillor West

a) That staff report SRCAO.18.20 regarding the Downtown Village District Wayfinding Strategy Execution for the Sign Design Recommendation be received;

b) That Option 1 – Progressive Prominent design as described in Attachment 1 (Sign Design Recommendation, Richmond Hill Village District Wayfinding Strategy) to staff report SRCAO.18.20 be approved as the design for the Downtown Village District wayfinding system.

Carried Unanimously

11.11 SRCAO.18.22 - Yonge Subway Extension Project Richmond Hill Workplan and Resources

Moved by: Mayor Barrow

- a) That staff report SRCAO.18.22 regarding the Yonge Subway Extension Project Richmond Hill Workplan and Resources be received;
- b) That the following business cases for staffing and consulting resources to support the Yonge Subway Extension Project as identified in staff report SRCAO.18.22 be approved and funded from the Strategic Rapid Transit Reserve:
 - i) Attachment 1: Business Case for Project Manager, Yonge Subway Extension Project;
 - ii) Attachment 2: Business Case for Consulting and Staffing Resources for the Development of Richmond Hill Centre Secondary Plan;
 - iii) Attachment 3: Business Case for Consulting Resources for Engineering and Transportation Reviews for the Yonge Subway Extension Project.

Carried Unanimously

11.12 SRCAO.18.23 - Delegation of Authority – Summer Recess Accounting - Reference SRCAO.18.13, June 19, 2018 Council Meeting and SRCAO.18.18, July 9, 2018 Council Meeting (July 10 to September 3, 2018 Council Summer Recess)

Moved by: Councillor Cilevitz

- a) That staff report SRCAO.18.23 regarding Delegation of Authority for Summer Recess Accounting be referred to the September 24, 2018 Council meeting.

Carried Unanimously

11.13 SRCFS.18.040 - Employee Strategy and Workforce Planning

Moved by: Councillor West

- a) That staff report SRCFS.18.040 regarding Employee Strategy and Workforce Planning be received for information.

Carried Unanimously

11.14 SRCFS.18.043 - Endorsement of York Region Inclusion Charter

Moved by: Mayor Barrow

- a) That Council endorse the York Region Inclusion Charter, including the Town of Richmond Hill commitment statement attached as Appendix B to staff report SRCFS.18.043;
- b) That staff report SRCFS.18.043 and Council's endorsement of the York Region Inclusion Charter including Richmond Hill's commitment statement be forwarded to the Region of York for their information.

Carried Unanimously

11.15 SRCFS.18.044 - Council Members' Events Compliance Audit

Moved by: Councillor Cilevitz

- a) That the August 2018 report of auditor Brook Laker and Associates titled "Town of Richmond Hill Councillor Event Compliance Audit" be received;
- b) That a policy for Council Members' events, that addresses the recommendations in the compliance audit report, be presented at a future Committee of the Whole meeting.

Carried Unanimously

11.16 SRCFS.18.045 - 2019 Council and Committee Meeting Schedule

Moved by: Councillor Cilevitz

- a) That the 2019 Council and Committee meeting schedule, as set out in Appendix 'A' to staff report SRCFS.18.045, be approved.

Carried Unanimously

11.17 SRCFS.18.046 - Revised Procedural By-law for Council and Committee Meetings

Moved by: Mayor Barrow

- a) That staff report SRCFS.18.046 regarding the revised Procedural By-law for Council and Committee meetings be referred to the Town Clerk to bring forward to a future meeting for consideration by the new Term of Council.

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 Cilevitz

That the meeting be adjourned

Carried Unanimously

The meeting was adjourned at 5:40 p.m.