



## **Staff Report for Committee of the Whole Meeting**

**Date of Meeting:** May 21, 2019

**Report Number:** SRPRS.19.069

**Department:** Planning and Regulatory Services  
**Division:** Development Engineering & Transportation

**Subject:** SRPRS.19.069 - Authorization to Execute Servicing Agreements, North Leslie Landowners Group Inc., North Leslie Secondary Plan - City Files: L03-19007 and L03-19008

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### **Purpose:**

To authorize the execution of servicing agreements for the installation of municipal servicing to support subdivision development, within the North Leslie Secondary Plan development area.

### **Recommendation(s):**

- a) That upon the written recommendation of the Commissioner of Planning and Regulatory Services, the Mayor and Clerk be authorized to execute servicing agreements with the North Leslie Residential Landowners Group Inc. trustee for the installation of municipal services and related appurtenances on 19<sup>th</sup> Avenue and Elgin Mills Road East.

### **Contact Person:**

Erik Loorand, Program Coordinator – Subdivisions, 905-737-6357, and / or  
Jeff Walters, Manager of Storm Water and Subdivisions, 905-737-6380

### **Report Approval:**

**Submitted by:** Kelvin Kwan, Commissioner of Planning and Regulatory Services

**Approved by:** Neil Garbe, City Manager

All reports are electronically reviewed and/or approved by the Division Director, Treasurer (as required), City Solicitor (as required), Commissioner, and Chief Administrative Officer. Details of the reports approval are attached.

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### Background:

A trustee, known as the North Leslie Residential Landowners Group Inc., was established to act on behalf of several subdivision owners within the North Leslie Secondary Plan development area. This trustee has made a request to enter into servicing agreements with the City to advance the installation of municipal services within the Elgin Mills Road East and 19<sup>th</sup> Avenue road allowances. The requests are attached in Appendix A for reference.

These municipal spine and trunk services, which were identified through the North Leslie Master Environmental Servicing plan, will be constructed through the Trustee, prior to the various individual landowners proceeding to service their respective development sites. This will allow the related subdivision plans to obtain municipal water supply and sanitary sewer outlets needed for their individual sites.

The municipal services to be installed through these servicing agreements include the installation of a trunk watermain and sanitary sewer, service connections, and related appurtenances within the right of way of Elgin Mills Road East (City file number L03-19008). The servicing work area will extend from Melbourne Drive to 150 meters west of Melbourne Drive and then north for approximately 400 meters in an easement provided through future development lands. These services are required in order to provide adequate water and sanitary services to the draft approved subdivisions north of Elgin Mills Road, as indicated on Appendix B.

This construction shall proceed under a York Region road occupancy permit, with lane restrictions on Elgin Mills Road East. It will also be necessary to close Melbourne Drive at the intersection with Elgin Mills Road for two months due to the location of existing services that will need to be accessed via a tunneling shaft. Detours will be in place to provide affected residents ingress and egress for the community via Goode Street.

The trustee has requested a second servicing agreement to construct a trunk watermain and service connections within the realigned 19<sup>th</sup> Avenue right of way, from Leslie Street to approximately 1,200 meters west of Leslie Street. These services are required in order to provide adequate water service to the draft approved subdivisions north and south of 19<sup>th</sup> Avenue, within the North Leslie Secondary Plan (City file number L03-19007). The locations of these services are illustrated in Appendix C.

The consulting team for the subdivision owners are preparing detailed engineering plans for review by the City and Region. Once final approvals are in place, these servicing agreements will be necessary to obligate North Leslie Residential Landowners Group Inc. to construct the municipal services in accordance with the approved plans and City standards. These agreements will need to be in place prior to construction, and there is a desire to proceed with engineering plan review and preparation of the servicing agreements simultaneously.

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Development Engineering staff supports this proposed approach, as well as the request for these servicing agreements, as this would ensure that the necessary water and sanitary services would be in place prior to any requests for building permits.

Staff recommends that the Mayor and Clerk be authorized to execute the required servicing agreements with North Leslie Residential Landowners Group Inc., to enable these works to proceed.

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

The trustee will be responsible for payment of all fees associated with preparation of the agreements and review of the engineering plans.

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

These servicing agreements fulfill the objective of serving as a role model for municipal management as it anticipates the needs and impact to the community and wisely manages staff time and resources.

### **Conclusion:**

Based on the above, staff recommends that the Mayor and Clerk be authorized to execute the servicing agreements with the North Leslie Residential Landowners Group Inc. trustee for the installation of municipal services, as outlined in this report.

### **Attachments:**

The following attached documents may include scanned images of appendixes, maps and photographs. If you require an alternative format, please call contact person listed in this document.

- Appendix A – Request letter from North Leslie Residential Landowners Group Inc.
- Appendix B – Location of Services within Elgin Mills Road East
- Appendix C - Location of Services within 19<sup>th</sup> Avenue

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### Report Approval Details

|                      |  |
|----------------------|--|
| Document Title:      | SRPRS.19.069 Authorization to Execute Servicing Agreements .docx                               |
| Attachments:         | - SRPRS.19.069 Appendix A.pdf<br>- SRPRS.19.069 Appendix B.pdf<br>- SRPRS19.069 Appendix C.pdf |
| Final Approval Date: | May 14, 2019   |

This report and all of its attachments were approved and signed as outlined below:

**Dan Terzievski - May 14, 2019 - 1:20 PM**

**Kelvin Kwan - May 14, 2019 - 3:05 PM**

**Neil Garbe - May 14, 2019 - 3:10 PM**