



Staff Report for Committee of the Whole Meeting

Date of Meeting: November 6, 2019

Report Number: SRPRS.19.169

Department: Planning and Regulatory Services

Division: Policy Planning

Subject: **SRPRS.19.169 – Proposed Revisions to the Policy for Naming and Renaming Parks, Open Space and Recreation Facilities and Amendments to the Parks Use By-law and Chapter 942 of the Municipal Code**

Purpose:

To recommend specific revisions to the City of Richmond Hill's *Policy for Naming and Renaming Town Parks, Open Space and Recreation Facilities* (July 2003) and minor amendments to By-law No. 16-83, being the City of Richmond Hill's Parks Use By-law and Chapter 942 of the Municipal Code, in response to Council direction.

Recommendation(s):

- a) That the *Policy for Naming and Renaming Parks, Open Space and Recreation Facilities* (November 2019) provided in Attachment A of Staff Report SRPRS.19.169 be approved; and
- b) That Council enact By-law 134-19, a by-law to amend By-law No. 16-83, being the City of Richmond Hill's Parks Use By-law and Chapter 942 of the Municipal Code, as provided in Attachment B of Staff Report SRPRS.19.169.

Contact Person:

Daniel Harrietha, Parks Planning Technician, telephone number 905-771-2474
Michelle Dobbie, Manager, Park and Natural Heritage Planning, telephone number 905-771-2467

Report Approval:

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

Approved by: Neil Garbe, City Manager

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

Background:

The City of Richmond Hill has a Council-adopted policy for naming and renaming parks, open space lands and recreation facilities that dates back to July 28, 2003. The policy ensures that appropriate consideration is given to the selection of names and provides City residents with the opportunity to become involved with their community through a 30-day commenting period. While the main operating procedures in the policy remain effective, Council, at their meeting on Tuesday, June 11, 2019, requested that staff bring back an amended version of the policy that included specific wording requiring staff consultation with the Richmond Hill Royal Canadian Legion and the Richmond Hill Historical Society.

In response to Council's direction, this staff report provides a revised *Policy for Naming and Renaming Parks, Open Space and Recreation Facilities* (November 2019) ("The Revised Policy", Attachment A). The Revised Policy includes the following minor modifications:

- Adds wording to direct staff to consult with the Richmond Hill Royal Canadian Legion and the Richmond Hill Historical Society;
- Removes and replaces all references to the word "Town" with the word "City" to reflect Richmond Hill's new City status;
- Updates all references to the correct City Departments and staff;
- Provides recent examples of site names that fit the guidelines used to consider the appropriateness of a proposed name;
- Adds, deletes, or modifies language in the policy to bring it up-to-date in relation to advancements in technology that were not used or have changed since 2003 (e.g. adding references to the City's website and corporate data management standards).

The Revised Policy also proposes to enhance the efficiency of the City's service delivery by removing the need to amend the City of Richmond Hill's Parks Use By-law (By-law No. 16-83 and Chapter 942 of the Municipal Code), each time a new park name is approved. Three minor amendments are proposed to the Parks Use By-law (Attachment B) to enable this more efficient park naming process. The current Schedule 'D' of the by-law is being removed as part of these amendments as it is no longer in effect, given that a Provincial Court Justice more recently approved updated short form wordings for this by-law.

Financial/Staffing/Other Implications:

There are no financial, staffing or other implications associated with the recommendation of this report.

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Relationship to the Strategic Plan:

The Revised Policy and proposed minor amendments to By-law No. 16-83, being the City of Richmond Hill's Parks Use By-law and Chapter 942 of the Municipal Code, aligns with three of the four goals of the Strategic Plan. Stronger Connections in Richmond Hill will be fostered by continuing to engage with community groups when considering naming or renaming City parks, open space lands and recreation facilities. A more vibrant Richmond Hill will be promoted by considering the City's cultural and natural heritage when naming or renaming City parks, open space lands and recreation facilities. And the Wise Management of Resources will result from the minor amendments to By-law No. 16-83 and Chapter 942 (Parks Use) of the Municipal Code, which will enable a more efficient park naming process.

Conclusion:

In response to Council's direction, staff recommend that the revised *Policy for Naming and Renaming Parks, Open Space and Recreation Facilities* (November 2019) (Attachment A) be approved, and that By-law 134-19, a by-law to amend By-law no. 16-83, being the City of Richmond Hill's Parks Use By-law and Chapter 942 of the Municipal Code (Attachment B) be enacted.

Attachments:

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

- Attachment A Policy for Naming and Renaming Parks, Open Space and Recreation Facilities (November 2019)
- Attachment B By-law 134-19, Amendments to By-law No. 16-83, being the City of Richmond Hill's Parks Use By-law and Chapter 942 of the Municipal Code

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Report Approval Details

Document Title:	SRPRS.19.169 - Proposed Amendments to the Policy for Naming and Renaming Parks, Open Space and Recreation Facilities.docx
Attachments:	- SRPRS.19.169 - Attachment A.pdf - SRPRS.19.169 - Attachment B.pdf
Final Approval Date:	Oct 24, 2019

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

Patrick Lee - Oct 23, 2019 - 2:54 PM

Kelvin Kwan - Oct 23, 2019 - 3:16 PM

Darlene Joslin - Oct 24, 2019 - 11:03 AM

Neil Garbe - Oct 24, 2019 - 11:18 AM