



## **Staff Report for Council Meeting**

**Date of Meeting:** September 9, 2020

**Report Number:** SRCM.20.20

**Department:** Office of the City Manager

**Subject:** SRCM.20.20 Delegation of Authority – Summer Recess Accounting – Reference By-law 86-20 Enacted by Council on June 24, 2020 (July 9 to September 8, 2020 Council Summer Recess)

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### **Purpose:**

To report to Council with respect to the approvals granted during the Delegated Authority Summer Recess (July 9 to September 8, 2020).

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

That SRCM.20.20 Delegation of Authority – Summer Recess Accounting be received.

### **Contact Person:**

Mary-Anne Dempster, City Manager, Extension 2497

### **Report Approval:**

**Submitted by:** Mary-Anne Dempster, City Manager

**Approved by:** Mary-Anne Dempster, City Manager

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.

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### Background:

By-law 86-20, as amended, delegated authority to the City Manager during the period of July 9 to September 8, 2020 (the “Summer Recess”) to approve, grant or authorize:

- a) the carrying out of all activities in connection with an acquisition of goods and services otherwise requiring Council approval, including authorizing;
  - i) Any non-competitive acquisition over \$100,000; and
  - ii) Scope changes of any amount;
- b) the execution of the Richmond Hill Office Development and Local Centre Community Improvement Plan Agreements and Cash-in-Lieu of Parking;
- c) the execution of Offers to Connect and Letters of Consent with Alectra Utilities (formerly known as PowerStream);
- d) the sale of municipal property where Council has previously considered such sale and declare the land surplus to the City’s needs and where any offer received for such lands (which the City Manager is prepared to accept pursuant to this delegated authority) meets or exceeds the listing price established by the Manager of Real Estate when the lands were offered for sale or is not more than 5% below such listing price or reserve bid, and to authorize the execution of any agreement related to such sale;  
  
the transfer or sale of any easement, right-of-way or other comparable limited right in or over any land owned by the Corporation or the release of any easement, right-of-way or other comparable limited right in favour of the corporation in or over any land;
- e) the giving of consent to the alteration of property and to the demolition or removal of a building or structure under Part IV and Part V of the *Ontario Heritage Act*;
- f) the determination, pursuant to Section 29 of the *Ontario Heritage Act*, of an intention to designate a property to be of cultural heritage value or interest and the authorization of the giving of notice of intention to designate the property;
- g) the determination, pursuant to Section 30.1 of the *Ontario Heritage Act*, of an intention to amend the Designation By-law of a property and the authorization of the giving notice of intention to amend the by-law;
- h) the execution and/or extension of any other agreements or documents which would otherwise require the express approval and authorization of Council, where the City Manager deems the matter either to be of a minor nature or determines that waiting until after the recess period would have adverse consequences;

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- i) the acquisition of any land or easements by the City (provided there is a source of funding for such acquisition approved by the Treasurer) and the execution of the Mayor and Clerk of any agreements required for such acquisition;
- j) the duty to seek comments pursuant to the procedure for obtaining comments on proposed site plans for properties located on arterial roads, which shall be revised during any Recess Period to require the City Manager to seek such comments from and through the Mayor and the appropriate ward councilor only;
- k) the award of sanitary servicing allocation in respect of a draft approval of a plan of subdivision or site plan approval in accordance with the *Planning Act*, upon the satisfaction of the criteria in the Interim Growth Management Strategy and upon the recommendation of the Commissioner of Planning and Regulatory Services;
- l) to facilitate the timely resolution of matters before the Local Planning Appeal Tribunal (LPAT) and take the following actions:
  - i) upon the recommendation of the Commissioner of Planning and Regulatory Services having advised the Mayor and respective Ward Councillor, instruct the City Solicitor to take a position in respect of matters before the Local Planning Appeal Tribunal, including, without limitation, with respect to any *Planning Act* appeals;
  - ii) upon the recommendation of the Commissioner of Planning and Regulatory Services, authorize the acceptance of cash-in-lieu of parkland dedication; and
  - iii) declare lands owned by the Corporation surplus without public notice and authorize the disposition of such lands to an appellant in exchange for lands and/or monetary compensation of comparable value.
- m) the following legislative powers, which Council deems to be of a minor nature:
  - i) to enact a by-law to remove lands from part lot control pursuant to Subsection 50(7) of the *Planning Act*;
  - ii) to enact a by-law extending the time period specified in any by-law passed pursuant to Subsection 50(7) of the *Planning Act*;
  - iii) to repeal or amend a by-law passed pursuant to Subsection 50(7) of the *Planning Act*, pursuant to Subsection 50(7.5) of the *Planning Act*;
  - iv) to provide draft approval of plans of subdivision under Section 51 of the *Planning Act*, upon the recommendation of the Commissioner of Planning, provided that each respective application has been circulated for comments in accordance with the provisions of the *Planning Act* and

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procedures approved by Council, and the Regional Municipality of York and all other circulated agencies have requested routine conditions of approval, and not otherwise, and subject to the condition that Council's standard conditions of approval together with the conditions requested by the Regional Municipality of York and all other circulated agencies be imposed as conditions of approval of the respective plan; and

- v) upon the recommendation of the Commissioner of Planning, to name or change the name of a private road pursuant to Section 48 of the Municipal Act for the purpose of adding such name(s) to the Corporation's approved Street Name List and assigning street names for site plan, subject to the giving of the requisite public notice;
- vi) to enact, upon consultation with the Mayor and Ward 1 Local Councillor, a by-law to amend Schedule "E" of Parking Regulation Bylaw 402-89 (Municipal Code Chapter 1116), as amended, to implement permit parking on public highways near Lake Wilcox.

In connection with any actions authorized by the City Manager to facilitate the timely resolution of matters before the Local Planning Appeal Tribunal (LPAT) Pursuant to paragraph (m) of Section 2 of this By-law:

- a) the City Solicitor is authorized to take any necessary actions to effect those actions authorized pursuant to paragraph (a), including the signing and registration of any electronic transfer documents; and
- b) the Mayor and the Clerk are authorized to execute any necessary agreements or other documentation to effect those actions authorized pursuant to paragraph (a), upon the recommendation of the City Manager.

The delegated authorities to the City Manager under this by-law are subject to a report being submitted by the City Manager to Council at the earliest opportunity to advise of the approval of any matters pursuant to such delegated authority.

The following matter(s) were approved in accordance with Bylaw 86-20:

### **Appendix A: SREIS.20.004 Additional Budget Request for the Reconstruction of Powell Street and Wright Street**

Approval was given to increase the 2020 Construction Budget for the Reconstruction of Powell Street and Wright Street in order to award the tender and the construction in 2020.

- a) That the 2020 construction budget for the Reconstruction of Powell Street and Wright Street be increased by \$650,000.

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### **Appendix B: SRCS.20.24 Non-Competitive Acquisition of Personal Protective Equipment, Structural Firefighting Equipment (Bunker Gear)**

Approval was given for award of a non-competitive acquisition for Personal Protective Structural Firefighting Bunker Gear, in accordance with the Procurement By-law No. 113-16.

- a) That the contract for the provision of Personal Protective Structural Firefighting Bunker Gear for Fire and Emergency Services as approved annually through the Capital Budget process be awarded non-competitively to Starfield Lion Apparel a total cost of \$500,000 (exclusive of taxes) over a five (5) year term, pursuant to Appendix “B” Part I, Section (g) of Procurement By-law 113-16; and
- b) That the Commissioner of Community Services be authorized to executive any necessary document to effect the contract.

### **Appendix C: Request for Enactment of a By-law to Remove Lands from Part Lot Control**

THE OAK KNOLL REALTY CORPORATION Block 1, Registered Plan 65M-4648 and Part of Block 3, Registered Plan 65M-4372 13715 Yonge Street, City of Richmond Hill, City File: D04-19028)

Approval was given to enact By-law 104-20 to remove lands from part lot control pursuant to Subsection 50(7) of the *Planning Act* during the summer recess period.

### **Appendix D: File L04-BO Delegated Approval Form – Real Estate Matter**

Approved that the existing easement as set out in Instrument No. R665509 described as Part of Lot 73, Plan 136, designated as Part 6, Plan 65R-1 I 579, be released.

That the Mayor and Clerk be authorized to execute all documents necessary in order to implement the release of easement.

### **Appendix E: Carrington Collective Garden Agreement**

Approval was given to execute the Collective Garden Agreement for the residents of Carrington Drive as per the motion approved by Council on July 8.

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### **Appendix F: Request for Enactment of a By-law to Remove Lands from Part Lot Control**

BROOK RL HOMES LIMITED Lots 1 and 2, Blocks 259, 260 and 279, Plan 65M-4571 39, 41, 43, 45, 47, 49, 51, 53 Bawden Drive, 31, 33, 35, 37, 39, 41, 43, 45, 47, 49, 51, 53, 55 Ducharme Drive and 116, 118, 290, 122 Hilts Drive, City of Richmond Hill, City File: D04-20003

Approval was given to enact By-law 108-20 to remove lands from part lot control pursuant to Subsection 50(7) of the *Panning Act* during the summer recess period.

### **Appendix G: Request for Amendment of Parking Regulation By-law No. 402-89 Schedule “E” Olde Bayview Avenue**

Approval was given to pass By-law 114-20 to amend Chapter 1116 of the City of Richmond Hill Municipal Code, being By-law 402-89, as amended, relating to parking regulation.

### **Appendix H: Assignment of Municipal Servicing Allocation – Laurier Homes (Richmond Hill) Inc.**

Laurier Homes (Richmond Hill) Inc. – City Files D06-18064, D06-18065, D06-18066 and D06-18067 (Related File D03-15006)

Approval was given concerning the assignment of municipal servicing allocation to facilitate the construction of a residential development comprised of 3 single detached dwelling units and 88 stacked townhouse dwelling units on the subject lands.

That the request by Laurier Homes (Richmond Hill) Inc. for 259.41 persons equivalent of additional servicing allocation (3 single detached dwellings and 88 stacked townhouse dwellings) for the lands known as Part of Lot 4, Plan 3267 and Part of Lot 46, Concession 1, W.Y.S. (Municipal Addresses: 44, 48, 54 and 60 Arnold Crescent), City Files D06-18064, D06-18065, D06-18066 and D06-18067, be approved and,

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

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

There will be no financial implications, which will exceed approved capital or operating budgets, or otherwise allowable adjustments within the City’s Financial Control By-law.

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

Delegation of approval of these matters will allow normal business to proceed during Council Summer Recess from July 9 to September 8, 2020.

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### **Conclusion:**

That Council receive this accounting of delegated approvals during the Council Summer Recess from July 9 to September 8, 2020.

### **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.

- Appendix A: SREIS.20.004 Additional Budget Request for the Reconstruction of Powell Street and Wright Street
- Appendix B:SRCS.20.24 Non-Competitive Acquisition of Personal Protective Equipment, Structural Firefighting Equipment (Bunker Gear)
- Appendix C: D04-19028 Enactment of a By-law to Remove Lands from Part Lot Control
- Appendix D: File No. L04-BO Delegated Approval Form – Real Estate Matter
- Appendix E: Carrington Collective Garden Equipment
- Appendix F: D04-20003 Enactment of a By-law to Remove Lands from Part Lot Control
- Appendix G: Request for Amendment of Parking Regulation By-law No. 402-89 Schedule “E” Olde Bayview Avenue
- Appendix H: D.A.20.023 Assignment of Municipal Servicing Allocation - Laurier Homes (Richmond Hill) Inc.

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### Report Approval Details

Document Title:	SRCM.20.20 Delegated Authority Summer Recess Accounting.docx
Attachments:	<ul style="list-style-type: none"><li>- Appendix A SREIS.20.004 Powell and Wright.pdf</li><li>- Appendix B SRCS.20.24 Bunker Gear Report.pdf</li><li>- Appendix C D04-19028 Bylaw Approval.pdf</li><li>- Appendix D L04-BO Delegated Approval Form.pdf</li><li>- Appendix E Carrington Collective Garden Agreement.pdf</li><li>- Appendix F D04-20003 By-law 108-20.pdf</li><li>- Appendix G By-law 114-20 Olde Bayview Avenue.pdf</li><li>- Appendix H D.A.20.023 Laurier Homes.pdf</li></ul>
Final Approval Date:	Aug 31, 2020

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

**Darlene Joslin - Aug 26, 2020 - 1:01 PM**

**Sherry Adams - Aug 26, 2020 - 1:06 PM**

**Paolo Masaro - Aug 27, 2020 - 8:44 AM**

**Kelvin Kwan - Aug 27, 2020 - 12:38 PM**

**Antonio Dimilta - Aug 31, 2020 - 9:35 AM**

**MaryAnne Dempster - Aug 31, 2020 - 1:52 PM**