



## Heritage Richmond Hill

### Minutes

**HRH#03-21**

**Tuesday, May 4, 2021, 7:00 p.m.**

**(Electronic Meeting pursuant to Section 238(3.3) of the Municipal Act, 2001)**

An Electronic Heritage Richmond Hill Meeting, pursuant to Section 238(3.3) of the *Municipal Act, 2001*, of the Council of the City of Richmond Hill was held on Tuesday, May 4, 2021 at 7:03 p.m. via videoconference.

Committee Members present via videoconference:

Morteza Behrooz (Ward 2) Chair  
Marj Andre (Richmond Hill Historical Society) Vice-Chair  
James Counter (Ward 1)  
Helen Lu (Ward 3)  
Dan Kelly (Ward 4)  
Barbara DiMambro (Ward 5)  
Doris Dumais (Ward 6)  
Jenica Veenstra (Richmond Hill Public Library)

Regrets:

Councillor West  
Councillor Cilevitz  
Al Itwar (Member at Large)  
Anthony Yeung (Education Community)

Staff member present via videoconference:

J. Leung, Manager, Heritage and Urban Design  
P. Vega, Heritage and Urban Design Planner  
S. Huycke, City Clerk  
L. Sampogna, Council/Committee Coordinator

The Chair called the meeting to order at 7:03 p.m. and provided opening remarks with respect to tonight's electronic Heritage Richmond Hill meeting.

#### **1. Adoption of Agenda**

Moved by: M. Andre

That the agenda be adopted as distributed by the Clerk.

Carried

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

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

**3. Minutes of Previous Meeting**

**3.1 Minutes - Heritage Richmond Hill meeting HRH#02-21 held February 9, 2021**

Moved by: M. Andre

a) That the minutes of Heritage Richmond Hill meeting HRH#02-21 held February 9, 2021 be adopted.

Carried

**4. Delegations**

**4.1 Joyce Horner, 32 Love Court, regarding the 2021 Heritage Grant Applications - (refer to Item 5.2)**

Joyce Horner, 32 Love Court, addressed Committee regarding the 2021 Heritage Grant Applications. She advised of her reasons for applying for a heritage grant and noted that the windows to her family's heritage home were inoperable, broken and had missing sidelights. Ms. Horner also provided comments on other building deficiencies.

Committee members requested clarification from the delegate on how she would have preferred having the windows dealt with, if the grant amount was sufficient, and if a window estimate was submitted to staff.

Committee questioned staff on whether a deficiency/quality control inspection was conducted on the building before City staff signed-off on construction completion. J. Leung, Manager, Urban Design and Heritage responded to the inquiry.

**5. Scheduled Business**

**5.1 SRPI.21.046 - Heritage Permit Application - 16 Bawden Drive - Hilts/Bawden House – File D12-07267**

Joanne Leung, Manager, Urban Design and Heritage, informed Committee that the property located at 16 Bawden Drive had been previously visited by Wayne Morgan, President of Community Heritage Ontario, and noted that he had found the property interesting and had discovered a considerable amount of historic documents in the basement.

Committee members did not have any questions or comments related to the Heritage Permit Application for 16 Bawden Drive (Hilts/Bawden House).

Moved by: D. Dumais

That the Heritage Richmond Hill Committee recommends to Council:

- Approved by Council  
at the May 26, 2021  
meeting

a) That the Heritage Permit Application to amend the approved Conservation Plan for 16 Bawden Drive, as described in Appendix C to staff report SRPI.21.046, be approved.

Carried

## **5.2 SRPI.21.042 - 2021 Heritage Grant Applications - 7 Properties**

**- 11225 Leslie Street, 9875 Leslie Street, 217 Gormley Road West, 16 Bawden Drive, 32 Love Court, 26 Gormley Court and 97 Centre Street West**

Committee members did not have any questions or comments related to the 2021 Heritage Grant Applications for seven heritage designated properties: 11225 Leslie Street, 9875 Leslie Street, 217 Gormley Road West, 16 Bawden Drive, 32 Love Court, 26 Gormley Court and 97 Centre Street West.

Moved by: B. Di Mambro

- Approved by  
Council at the May  
26, 2021 meeting

That the Heritage Richmond Hill Committee recommends to Council:

a) That a Heritage Grant in the amount of \$5,000 be approved towards the cost of replacing six single-hung, round top windows for the Ontario Heritage Act Part IV designated structure located at 11225 Leslie Street, as outlined in staff report SRPI.21.042;

b) That a Heritage Grant in the amount of \$5,000 be approved towards the cost of repainting and repairing the exterior of the Ontario Heritage Act Part IV designated structure located at 9875 Leslie Street, as outlined in staff report SRPI.21.042;

- c) That a Heritage Grant in the amount of \$2,700 be approved towards the cost of restoring front porch of the Ontario Heritage Act Part V designated structure located at 217 Gormley Road West, as outlined in staff report SPRI.21.042;
- d) That a Heritage Grant in the amount of \$5,000 be approved towards the cost of restructuring the roof of the Ontario Heritage Act Part IV designated structure located at 16 Bawden Drive, as outlined in staff report SRPI.21.042;
- e) That a Heritage Grant in the amount of \$5,000 be approved towards the cost of replacing the windows of the Ontario Heritage Act Part IV designated structure located at 32 Love Court, as outlined in staff report SPRI.21.042;
- f) That a Heritage Grant in the amount of \$5,000 be approved towards the cost of repairing the foundations of the Ontario Heritage Act Part V designated structure located at 26 Gormley Court, as outlined in staff report SRPI.21.042;
- g) That a Heritage Grant in the amount of \$2,300 be approved towards the cost of repainting the exterior of the Ontario Heritage Act Part IV designated structure at 97 Centre Street West, as outlined in staff report SPRI.21.042.

Carried

### **5.3 Designation Sub-committee - Verbal Update**

Dan Kelly, Designation Sub-Committee, requested a status update on two matters: a presentation to Heritage Richmond Hill Committee from staff regarding the City's Official Plan Update; and an update from Property Standards staff regarding the presentation and recommendations with respect to "Protecting Heritage Properties - Monitoring, Maintenance and Enforcement" from the January 19, 2021 Heritage Richmond Hill Committee meeting.

Joanne Leung, Manager, Urban Design and Heritage, advised that a presentation regarding the City's Official Plan Update was scheduled for the June 8, 2021 Heritage Richmond Hill Committee meeting, and noted that Heritage staff would provide Committee members with a summary of the Heritage Policies currently in the Official Plan in advance of the meeting.

J. Leung advised that with respect to the January 21, 2021, Committee recommendations, Heritage staff were reviewing how to best monitor vacant properties, and noted she was unable to address items of the Property Standards section, but indicated that should Committee's feedback be required on by-laws or any other matter, she would bring it to the Committee's attention.

**5.3.1 Presentation by Dan Kelly, Designation Sub-Committee, regarding proposed process improvements for listing properties on the Heritage Richmond Hill register**

Dan Kelly, on behalf of the Designation Sub-Committee, made a verbal presentation regarding proposed process improvements for listing properties on the municipal Heritage Register. He provided an overview of the history and development of the draft materials on the improvement process for listing properties, and noted that best practices from the federal, provincial and municipal governments, Heritage Policies in the Official Plan, and feedback from consultations with City staff and the Historical Society had been incorporated in the draft materials. He recognized that the new process could increase demands on City staff resources, and indicated that Committee members were available to assist with the workload as a resource. D. Kelly concluded the presentation by noting that he emailed Committee members the draft materials for review, inquired if any members had questions, and outlined the recommendations for consideration.

Moved by: H. Lu

a) That the verbal update and draft materials provided by Dan Kelly, Designation Sub-Committee, regarding proposed process improvements for listing properties on the Richmond Hill Heritage Register, be received.

Carried

Moved by: D. Kelly

That the Heritage Richmond Hill Committee recommends to Council:

a) That City Heritage staff be directed to conduct a review of the Heritage Richmond Hill Designation Sub-Committee's draft

- Approved by  
Council at the May  
26, 2021 meeting

materials on the improvement of the process of listing properties in the Richmond Hill Heritage Register, and report back to the Committee.

Carried

**6. Date of Next Meeting**

The next meeting of Heritage Richmond Hill was scheduled on Tuesday, June 8, 2021 at 7:00 p.m.

**7. Adjournment**

Moved by: M. Andre

That the meeting be adjourned.

Carried

The meeting was adjourned at 7:47 p.m.