



Heritage Richmond Hill

Minutes

HRH#02-24

Thursday, February 15, 2024, 3:00 p.m.

A Heritage Richmond Hill meeting of the Council of the City of Richmond Hill was held on Thursday, February 15, 2024 at 3:00 p.m. via videoconference.

Committee Members present via videoconference:

Barbara Di Mambro (Vice-Chair)
Councillor Davidson
Timothy Cheng
Natasha Khan
Barbara Maher-Erwin
Agnes Parr (Richmond Hill Historical Society)
Joanne Schreiber
Nancy Spinks
Anete Ivsina (Richmond Hill Public Library)

Regrets: Councillor Cilevitz (Chair)
Bob Berube
Dianne McLeod

Also in attendance:

Councillor Thompson

Staff Members present via videoconference:

K. Chaudhry, Manager, Heritage and Urban Design
P. Vega, Urban Design/Heritage Planner
R. Ban, Deputy City Clerk
K. Hurley, Council/Committee Coordinator
C. Connolly, Legislative Services Assistant

1. **Call to Order**

Vice-Chair DiMambro called the meeting to order at 3:02 p.m.

2. Adoption of Agenda

Moved by: N. Spinks

That the agenda be adopted as distributed by the Clerk.

Carried

3. 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*.

4. Adoption of Previous Minutes

4.1 Minutes - Heritage Richmond Hill meeting HRH#01-24 held January 25, 2024

Moved by: J. Schreiber

a) That the minutes of Heritage Richmond Hill meeting HRH#01-24 held January 25, 2024, be adopted.

Carried

5. Delegation(s)

There were no delegations.

6. Scheduled Business

6.1 Summary of Heritage Richmond Hill's Role as a Municipal Advisory Committee - Presentation by Pamela Vega, Urban Design/Heritage Planner

Pamela Vega, Urban Design/Heritage Planner, made a presentation to the Committee regarding the role of Heritage Richmond Hill. She explained the role of Heritage staff and advised that the main role of a municipal heritage committee was to advise Council by making recommendations related to:

- Designation of individual properties (under Part IV of the *Ontario Heritage Act*) and heritage conservation districts (under Part V of the *Ontario Heritage Act*);
- Alterations to designated property;
- Demolition/removal of designated property;
- Repeal of a designation by-law;

- Listing properties on municipal register of cultural heritage properties; and
- Easement or covenants.

P. Vega provided an overview of the designation strategy, noting that staff were planning to recommend approximately 35 properties for designation in batch form in 2024; highlighted the role of the Designation Sub-Committee; and explained the approval process beginning with Heritage Richmond Hill, followed by Committee of the Whole and Council, stressing the importance of the timelines associated with each step in the statutory process.

Clarification was requested regarding the appeals process should a property owner appeal the proposed designated of their property, what the impact of that would be on the subsequent batches being brought forward for consideration, and the timelines associated with an appeal. Staff provided additional information related to the two ways in which a property owner could appeal or object to the proposed designation of their property, the timelines associated with the appeal period, and the impact of an appeal on the proposed designation and future batches.

General discussion ensued regarding the possibility of a deadline extension to allow for additional designations to be processed, and the timing and public notice for when the Notice of Intention to Designate letters would be sent to the property owners.

Moved by: Councillor Davidson

a) That the presentation by Pamela Vega, Urban Design/Heritage Planner, regarding a Summary of Heritage Richmond Hill's Role as a Municipal Advisory Committee, be received.

Carried Unanimously

6.2 Overview of Heritage Richmond Hill Meetings - Approach, Format and Process - Verbal Update by Ryan Ban, Deputy City Clerk

Ryan Ban, Deputy City Clerk, made a presentation to the Committee to provide an overview of Heritage Richmond Hill meetings going forward, specific to the approach, format and process to be followed. He provided additional information on the designation strategy that was discussed during the previous presentation and advised that staff were recommending the adoption of a consent agenda approach to meetings as it would allow the Committee to select and identify only the agenda items

that required further discussion. R. Ban explained how the consent agenda approach worked, highlighted the benefits to using this method, and stressed the importance of Committee members consulting and asking questions of staff prior to a Heritage Richmond Hill meeting. R. Ban provided further clarification on how items would be identified for discussion during future Heritage Richmond Hill meetings and/or adopted on consent.

Clarification was requested regarding whether the staff person listed in the report rather than a member of the Designation Sub-Committee should be contacted if a Committee member had a question regarding a proposed designation. R. Ban confirmed that the staff members listed in the report were the contact persons as they were the subject matter experts. Committee members requested that a copy of the presentations from today's meeting be sent to them following the meeting.

Moved by: A. Parr

a) That the verbal update by Ryan Ban, Deputy City Clerk, regarding an Overview of Heritage Richmond Hill Meetings - Approach, Format and Process, be received.

Carried

7. Adjournment

Moved by: Councillor Davidson

That the meeting be adjourned.

Carried

The meeting was adjourned at 3:35 p.m.