

# Electronic Development Services Committee Meeting

## Minutes

**Meeting Number 18**

**November 9, 2020, 9:30 AM - 1:00 PM**

**Live streamed**

Roll Call	Mayor Frank Scarpitti	Councillor Reid McAlpine
	Deputy Mayor Don Hamilton	Councillor Karen Rea
Staff	Regional Councillor Jack Heath	Councillor Andrew Keyes
	Regional Councillor Joe Li	Councillor Amanda Collucci
	Regional Councillor Jim Jones	Councillor Khalid Usman
	Councillor Keith Irish	Councillor Isa Lee
	Councillor Alan Ho	
Staff	Andy Taylor, Chief Administrative Officer	Loy Cheah, Senior Manager, Transportation
	Arvin Prasad, Commissioner, Development Services	Regan Hutcheson, Manager, Heritage
	Trinela Cane, Commissioner, Corporate Services	Amanda Crompton, Planner II
	Claudia Storto, City Solicitor and Director of Human Resources	Brad Roberts, Manager, Zoning and Special Projects
	Biju Karumanchery, Director, Planning & Urban Design	Francesco Santaguida, Assistant City Solicitor
	Brian Lee, Director, Engineering	Scott Chapman, Corporate Privacy & Records Coordinator
	Ron Blake, Senior Development Manager, Planning & Urban Design	Hristina Giantsopoulos, Election & Committee Coordinator
	Alain Cachola, Senior Manager, Infrastructure and Capital Projects	Grace Lombardi, Acting Election & Committee Coordinator
	Rick Cefaratti, Senior Planner, West District	

**Alternate formats for this document are available upon request**

---

## **1. CALL TO ORDER**

In consideration of the ongoing public health orders, this meeting was conducted electronically to maintain physical distancing of participants. With the recent passage of Bill 197 COVID-19 Economic Recovery Act, municipal Council Members are now permitted to meet remotely and count towards quorum.

The Development Services Committee meeting convened at the hour of 9:34 AM with Regional Councillor Jim Jones presiding as Chair.

Development Services Committee recessed at 11:33 AM and reconvened at 11:51 AM.

Regional Councillor Jack Health arrived at 9:48 AM.

Regional Councillor Joe Li left the meeting at 1:07 PM.

Mayor Frank Scarpitti left the meeting at 1:19 PM.

## **2. DISCLOSURE OF PECUNIARY INTEREST**

Councillor Reid McAlpine declared a conflict of interest on item 10.1 (Appeal of Heritage Permit Application for a Fence 3 Victoria Lane, Unionville) as the appeal involves his neighbour. Councillor McAlpine did not participate in the discussion or vote on this matter.

## **3. APPROVAL OF PREVIOUS MINUTES**

### **3.1 DEVELOPMENT SERVICES COMMITTEE MINUTES – OCTOBER 26, 2020 (10.0)**

Moved by Councillor Amanda Collucci

Seconded by Deputy Mayor Don Hamilton

1. That the minutes of the Development Services Committee meeting held October 26, 2020, be confirmed.

**Carried**

## **4. PRESENTATIONS**

### **4.1 PRESENTATION OF SERVICE AWARDS (12.2.6)**

The Development Services Committee recognized the following members of staff:

Paul Moser, Captain, Fire & Emergency Services, 35 years

Regional Councillor Jim Jones, Mayor and Council, 25 years

Liza Semilla, Supervisor, Business Support, Operations, 25 years  
 Karl Sitta, Building Inspector II, Building Standards, 20 years  
 Shane Harrison, Firefighter, Fire & Emergency Services, 20 years  
 Terrance Hayduk, Captain, Fire & Emergency Services, 20 years  
 Wayne Hoover, Firefighter, Fire & Emergency Services, 20 years  
 Chad Kearns, Firefighter, Fire & Emergency Services, 20 years  
 Matthew Keay, Chief Training Officer, Fire & Emergency Services, 20 years  
 Daniel Makort, Captain, Fire & Emergency Services, 20 years  
 Robert McVicar, Captain, Fire & Emergency Services, 20 years  
 Robert Pittelli, Captain, Fire & Emergency Services, 20 years  
 Alex Pompilio, Captain, Fire & Emergency Services, 20 years  
 Colin Quinn, District Chief, Fire & Emergency Services, 20 years  
 Brian Snooks, Captain, Fire & Emergency Services, 20 years  
 David Swain, Captain, Fire & Emergency Services, 20 years  
 Chris Tamaya, Firefighter, Fire & Emergency Services, 20 years  
 Leo Galang, Facility Operator II, Recreation Services, 20 years  
 Oliver Kollmar, Building Inspector II, Building Standards, 15 years  
 George Paraskevakos, Building Inspector II, Building Standards, 15 years  
 Gary Restoule, Hall Attendant, Markham Theatre, Economic Growth, Culture & Entrepreneurship, 15 years  
 Mansoor Ali, Senior Development Engineer, Engineering, 15 years  
 Mike Klein, Supervisor, Waterworks, Environmental Services, 15 years  
 Andrea Tang, Manager, Business Compliance, Environmental Services, 15 years  
 Pu Zhang, Engineering Design Assistant, Environmental Services, 15 years  
 Alexander Moore, Sr. Manager, Procurement & Accounts Payable, Financial Services, 15 years  
 Sara Yeung, Tax Policy Agent, Financial Services, 15 years  
 Brett Adams, Provincial Offences Officer II, Legislative Services & Communications, 15 years  
 Stuart Hawkins, Senior Licensing & Standards Officer, Legislative Services & Communications, 15 years  
 Dean McDermid, Supervisor, Parks Operations, Operations, 15 years  
 Peter Wokral, Senior Planner, Planning & Urban Design, 15 years  
 Brian Stokes, Community Supervisor Facility, Recreation Services, 15 years  
 Francesco Pizzulo, Operations Labourer/Driver, Operations, 10 years  
 Stephen Plese, Sweeper Operator, Operations, 10 years  
 Justin Chin, Traffic Engineer, Engineering, 5 years  
 Aftab Salam, Engineering Technologist - Transportation, Engineering, 5 years  
 Crystle Cruz, Business Compliance Certification Clerk, Environmental Services, 5 years

Robert Grech, Manager, Stormwater, Environmental Services, 5 years  
 Alan Manlucu, Project Engineer, Environmental Services, 5 years  
 James Taylor, Waterworks Operator II, Environmental Services, 5 years  
 Jemima Lee, Senior Financial Analyst, Financial Services, 5 years  
 Michael Moretti, Matching Clerk, Financial Services, 5 years  
 Jackson Cheung, Data & Systems Administrator - HR, Human Resources, 5 years  
 Brianne MacDuff, Operations Labourer/Driver, Operations, 5 years  
 Eric Ho, Rec Co-ord Business Systems & Budgeting, Recreation Services, 5 years

## **5. DEPUTATIONS**

Deputations were made for the following item:

10.1 - Appeal of Heritage Permit Application for a fence 3 Victoria Lane, Unionville.

Refer to the individual item for the deputation details.

## **6. COMMUNICATIONS**

Communications were submitted for the following items:

8.3 - Preliminary Report, Greencapital Limited Partnership Application to Amend the Official and Zoning By-law to Permit a Mixed Use High Rise Development at 10 Royal Orchard Boulevard.

10.1 - Appeal of Heritage Permit Application for a fence 3 Victoria Lane, Unionville

## **7. PETITIONS**

There were no petitions.

## **8. CONSENT REPORTS - DEVELOPMENT AND POLICY ISSUES**

### **8.1 HERITAGE MARKHAM COMMITTEE MINUTES – OCTOBER 14, 2020 (16.11)**

Moved by Deputy Mayor Don Hamilton

Seconded by Councillor Keith Irish

1. That the minutes of the Heritage Markham Committee meeting held October 14, 2020, be received for information purposes.

**Carried**

## **8.2 UNIONVILLE SUB-COMMITTEE MINUTES – MARKHAM CENTRE SECONDARY PLAN UPDATE STUDY – OCTOBER 9, 2020 (10.0)**

Moved by Deputy Mayor Don Hamilton

Seconded by Councillor Keith Irish

1. That the minutes of the Unionville Sub-Committee – Markham Centre Secondary Plan Update Study meeting held October 9, 2020, be received for information purposes.

**Carried**

## **8.3 PRELIMINARY REPORT, GREENCAPITAL LIMITED PARTNERSHIP APPLICATIONS TO AMEND THE OFFICIAL AND ZONING BY-LAW TO PERMIT A MIXED USE HIGH RISE DEVELOPMENT AT 10 ROYAL ORCHARD BOULEVARD, FILE NO. PLAN 19 137814 (WARD 1) (10.3, 10.5)**

Maria Gatzios, consultant for Greencapital Limited Partnership, delivered a presentation regarding the proposed application. The presentation provided an overview of the application including planning policy context; re-development concept plan; local context (surrounding building heights); conceptual site plan for public parkette; conceptual building design; and the boundaries of the Major Transit Station Area Boundary (MTSA). Ms. Gatzios advised Committee that the commercial building north of the subject property on Yonge Street could potentially be integrated with the current application and that there is potential for redesign opportunities. Ms. Gatzios confirmed that there has been consultation with residents in the building to the north of the proposed application.

Arvin Prasad, Commissioner, Development Services, provided clarification on the issues outlined in the report and advising that staff will work on resolving them prior to the Statutory Public meeting. It was also noted that staff are reviewing the potential developments in the surrounding areas and adjacent areas along Yonge Street, to accommodate transportation infrastructure. Mr. Prasad indicated that there are plans for a secondary plan study along the Yonge Street corridor from Steeles Avenue to Langstaff Road.

The Committee discussed the following relative to the preliminary report:

- Potential impact on existing municipal facilities/services;
- Concerns that there will be additional parking issues along Royal Orchard Boulevard;

- Concerns with the proposed elevations not compatible with the surrounding area;
- Concerns with the size of the proposed public parkette;
- Potential access points to the Royal Orchard subway platform if this platform is approved;
- Focusing on development in surrounding areas and adjacent areas to assist with the transportation infrastructure;
- Impacts on unit/density for potential subway platform at Royal Orchard Boulevard; and,
- Consider referring this proposal to the Thornhill Sub-Committee to review and provide comments prior to the Statutory Public meeting.

Moved by Regional Councillor Jack Heath

Seconded by Deputy Mayor Don Hamilton

1. That the report dated November 9, 2020, entitled “PRELIMINARY REPORT, Greencapital Limited Partnership, Applications to amend the Official and Zoning By-law to permit a mixed use high rise development at 10 Royal Orchard Boulevard, File No. PLAN 19 137814 (Ward 1)”, be received; and,
2. **That the communication submitted by Tim Jessop, be received; and,**
3. **That the preliminary report be referred to the Thornhill Sub-Committee prior to a Statutory Public meeting.**

**Carried**

#### **8.4 TRAFFIC OPERATIONS PROJECTS UPDATE (5.10)**

Committee suggested that staff consult with the local Ward Councillor on the development of the annual Open Streets program. It was also requested that staff review the posted speed limit on Markham Main Street North between 16th Avenue and Bullock Drive.

Moved by Councillor Karen Rea

Seconded by Councillor Reid McAlpine

1. That the memorandum entitled, “Traffic Operations Projects Update” be received; and

2. That staff work with key stakeholders including the Cycling and Pedestrian Advisory Committee **and in consultation with the local Ward Councillor** to develop an annual Open Streets program and to report back to Council prior to implementation; and
3. That the temporary parking prohibition on the west side of Main Street Unionville, between Station Lane and Carlton Road, be maintained on a permanent basis; and
4. That the temporary 30 km/h speed limit on Main Street Unionville, between Station Lane and Carlton Road, be made permanent as described in the attached by-law amendment; and
5. That the speed limit on Markham Main Street North between Bullock Drive/Parkway Avenue and Highway 7 be reduced from 50 km/h to 40 km/h, as described in the attached bylaw amendment; **and,**
6. **That the posted speed limit on Markham Main Street North between 16th Avenue and Bullock Drive be referred back to staff for review; and further,**
7. That staff be directed to do all things necessary to give effect to this resolution.

**Carried**

## **9. PRESENTATIONS - DEVELOPMENT AND POLICY ISSUES**

### **9.1 DEVELOPMENT APPLICATION PUBLIC NOTICE IMPROVEMENTS (10.0)**

Amanda Crompton, Planner II, delivered a presentation on the proposed changes to the development application public notice signs. Ms. Crompton provided an overview of the public notice review project objectives, project timeline, current signs and process, proposed new public notice signs and proposed new process. Ms. Crompton informed the Committee that she will hold a focus group in December 2020 and will report back to Committee by 2021.

The Committee discussed the following relative to the presentation:

- Enlarging the "Development Notice" wording on the new public notice signs;
- Reconsidering the date format on the public meeting date decals to avoid potential ambiguity and confusion;

- Potentially placing signs perpendicular to the road to assist with public visibility;
- Reconsidering the proposed icons and associated descriptors to provide greater clarity;
- Incorporating public communication by referencing to a website/URL to direct the public to a central application search page within the City of Markham website;
- Simplifying the sign and hosting a focus group to receive feedback and comments;
- Relocating the Markham logo and reviewing decal to consider the appropriate decal needed; and,
- Strengthening the disclaimer "may be subject to change" to reflect that changes will be made to applications during the review process.

Moved by Councillor Andrew Keyes

Seconded by Regional Councillor Jack Heath

1. That the presentation dated November 9, 2020, titled "Development Application Public Notice Improvements" be received; and,
2. That the memorandum dated November 9, 2020, titled "Development Application Public Notice Improvements" be received; and,
3. **That staff be directed to report back on the proposed new development application public notices and consider the additional comments provided by members of the Development Services Committee and any potential comments received from the focus group; and further,**
4. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

**Carried**

## **10. REGULAR REPORTS - DEVELOPMENT AND POLICY ISSUES**

### **10.1 APPEAL OF HERITAGE PERMIT APPLICATION FOR A FENCE 3 VICTORIA LANE, UNIONVILLE, HE 20 125034 (WARD 3) (16.11)**

Councillor Reid McAlpine declared a conflict of interest on item 10.1 (Appeal of Heritage Permit Application for a Fence 3 Victoria Lane, Unionville) as the



appeal involves his neighbour. Councillor McAlpine did not participate in the discussion or vote on this matter.

Arvin Prasad, Commissioner, Development Services, addressed the Committee and provided a high level overview of the Appeal of Heritage Permit Application for a Fence at 3 Victoria Lane.

Ron Blake, Senior Manager, addressed Committee and provided an overview of the Heritage permit application to construct a fence in the rear yard at 3 Victoria Lane. Mr. Blake informed that the subject property is located within the Unionville Heritage Conservation District and that all alterations to the exterior of the properties, including the installation of fences, are subject to review and approval by the City to ensure that the proposed work complies with the City's by-laws and Heritage policies. It was noted that the application to install a fence on the subject property was submitted in August 2020, after the installation of the fence. Mr. Blake confirmed that the Heritage Markham Committee has recommended that the application be denied and that staff are recommending approval.

Regan Hutcheson, Manager, Heritage, addressed Committee and summarized the details outlined in the report. He confirmed that the Unionville Heritage Conservation District Plan identifies chain link fences as being inappropriate for front yards, but the District Plan is silent on whether a chain link fence is appropriate in rear yards. Mr. Hutcheson advised that in two of Markham's newer Heritage District Plans (Thornhill Heritage Conservation District Plan and Buttonville Heritage Conservation District Plan), it indicates that wooden fences are preferred in the rear yard, but if a chain link fence is used it should be black or dark green in colour. These plan do indicate that fencing that runs along a street and is visible should ensure the treatment is compatible with the heritage district context. Mr. Hutcheson informed that the visibility of a dark chain link fence may be mitigated where appropriate vegetation is planted, and that staff did not believe this style of fencing in these specific locations would negatively impact the heritage district or any heritage resources.

Shanta Sundarasan, Unionville resident, addressed the Committee and spoke in opposition to the staff recommendation. Ms. Sundarason believes that the chain link fence goes against the Unionville Heritage Conservation District Plan, and that the owners of the subject property should have gone through the proper procedures in obtaining a permit prior to the installation of the fence.

Lake Trevelyan, resident, addressed the Committee and spoke in opposition to the staff recommendation. Mr. Trevelyan advised that the chain link fence is visible from the public realm, is not a historic treatment and should be removed.

Christine Calanchie, resident, addressed the Committee and spoke in opposition to the staff recommendation. Ms. Calanchie expressed the importance of owners knowing the rules of a Heritage area when owning a heritage property. Ms. Calanchie believes that City By-laws were ignored and the owners should have followed proper procedures.

Christine Costa Lauritsen, applicant, addressed the Committee and spoke in support of the staff recommendations. Ms. Costa believes that the fence is not visible from the public realm and meets the guidelines outlined in the Heritage Conservation District Plan as chain link is not prohibited as a fence type for rear yards. She requested that the Committee support the staff recommendations.

The Committee discussed the following relative to the report:

- Concerns with the permit not being obtained prior to the installation of the rear yard chain link fence;
- Concerns with the rear yard chain link fence being visible from the public realm;
- Consideration of additional penalties for individuals that apply for heritage permits after unauthorized property alterations have occurred in a heritage conservation district;
- Ensuring the vegetation that was removed to install the fence is replaced;
- Installation of additional appropriate landscape buffering adjacent to the chain link fence to mitigate visibility from the public realm; and,
- Potential policy options on rear yard fencing in the Unionville Heritage Conservation District Plan.

**The Committee consented to refer this matter to the November 10, 2020 Council agenda for consideration.**

Moved by Councillor Khalid Usman  
Seconded by Councillor Karen Rea

1. That the Report titled “Appeal of a Heritage Permit Application for a Fence, 3 Victoria Lane, Unionville, File: HE 20 125034 (Ward 3)” dated November 9, 2020 be received; and,
2. **That the deputations from Shanta Sundarason, Lake Trevelyan, Christine Calanchie and Christine Costa Lauritsen be received; and**

3. **That the communications from Lyudmila Khadiyeva, Daver S. Bonab, Heather Bator, Marion Blum and Steve Lusk, Tom Owen, Peggy Cheng, Winnie Lee, John Garofalo, John Mayo, Christl Reeh, Winnie Fung, Paul and Shirley Marsh, Jean Wrycraft, Michael Gannon, Bev Dutoff, Natalie Halliday, Eva Lam, Siglinde Majumder, Nick Pandit, J. Paul and Brenda Morrison, and Klaus Rossler, be received; and,**
4. That the Heritage Markham Committee resolution of September 9, 2020 recommending denial of the Heritage Permit for the unauthorized chain link fence from a heritage perspective, be received as information; and,
5. That the Heritage Permit application HE 20 125034 in support of a chain link fence at 3 Victoria Lane be **denied** subject to the submission of the Heritage Permit application fee for unauthorized work; and further,
6. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

**Lost**

Moved by Mayor Frank Scarpitti  
Seconded by Councillor Alan Ho

1. That the Report titled “Appeal of a Heritage Permit Application for a Fence, 3 Victoria Lane, Unionville, File: HE 20 125034 (Ward 3)” dated November 9, 2020 be received; and,
2. **That the deputation of Shanta Sundarason, Lake Trevelyan, Christine Calanchie, and Christine Costa Lauristen, be received; and,**
3. **That the communications submitted by Lyudmila Khadiyeva, Daver S. Bonab, Heather Bator, Marion Blum and Steve Lusk, Tom Owen, Peggy Cheng, Winnie Lee, John Garofalo, John Mayo, Christl Reeh, Winnie Fung, Paul and Shirley Marsh, Jean Wrycraft, Michael Gannon, Bev Dutoff, Natalie Halliday, Eva Lam, Siglinde Majumder, Nick Pandit, J. Paul and Brenda Morrison, and Klaus Rossler, be received; and,**
4. That the Heritage Markham Committee resolution of September 9, 2020 recommending denial of the Heritage Permit for the unauthorized chain link fence from a heritage perspective, be received as information; and,

5. That the Heritage Permit application HE 20 125034 in support of a chain link fence at 3 Victoria Lane be approved subject to the submission of the Heritage Permit application fee for unauthorized work;
6. **That staff be directed to continue to work with the applicant to install additional appropriate landscape buffering adjacent to the chain link fence to mitigate visibility from the public realm; and,**
7. **That staff be directed to report back to Development Services Committee on policy options on rear yard fencing in the Unionville Heritage Conservation District Plan; and further,**
8. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

**Lost**

**10.2 CITY INITIATED EXTENSION OF TEMPORARY USE ZONING BY-LAW TO PERMIT OUTDOOR PATIOS AND ASSOCIATED STRUCTURES FILE NO.: PR-20-115253 (CITY-WIDE) (10.5)**

Arvin Prasad, Commissioner, Development Services, addressed the Committee and summarized the details outlined in the report. Mr. Prasad informed the Committee that the Temporary Use By-law expires at the end of December 2020, and that due to the continuation of the COVID-19 pandemic, staff are recommending to extend the Temporary Use By-law to December 2021. Mr. Prasad confirmed that the City to date, has received 57 applications in total with 3 applications that were on municipal boulevards. Mr. Prasad suggested that due to snow clearing and winter maintenance, the 3 applications on municipal boulevards be reviewed in April 2021 and the remainder of the applications be allowed to continue with their patio extensions.

Brad Roberts, Manager, Zoning and Special Projects, addressed Committee and provided clarification on the classification of indoor dining as per the Provincial Recovery Plan and the proposed minimum setbacks for temporary structures to accommodate winter maintenance and safety requirements.

Moved by Councillor Alan Ho

Seconded by Councillor Khalid Usman

1. That the report titled “City Initiated Extension of Temporary Use Zoning By-law to permit outdoor patios and associated structures” be received; and,

2. That the City wide temporary zoning by-law to permit new or expansions to existing outdoor patios and associated structures be approved; and,
3. That authority to act on behalf of Council to grant municipal authorizations required by the Alcohol and Gaming Commission of Ontario (“AGCO”) for temporary extension of a liquor license be delegated to the City Clerk; and,
4. That the fee for the processing of requests to the City for the temporary extension of liquor licenses be waived in 2021; and,
5. That existing approved temporary new, or temporary expansions to existing patios located on private property are granted temporary expansions until December 31, 2021; and further,
6. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

**Carried**

## **11. REGULAR REPORTS - TRANSPORTATION AND INFRASTRUCTURE ISSUES**

### **11.1 HIGHWAY 404 MID-BLOCK CROSSING, NORTH OF 16TH AVENUE AND CACHET WOODS COURT EXTENSION – PROJECT UPDATE AND PROPERTY ACQUISITION FOR LANDS ON CACHET WOODS COURT, MARKLAND STREET AND ORLANDO AVENUE (WARD 2) (5.10)**

Arvin Prasad, Commissioner, Development Services, introduced the item and provided Committee with an overview of the Highway 404 mid-block crossing, north of 16th Avenue and Cachet Woods Court extension and the project update discussion regarding property acquisition.

There was discussion on the cost sharing between City of Markham, Regional Municipality of York, and City of Richmond Hill and the October 2019 report.

Brian Lee, Director, Engineering, addressed the Committee and provided clarification on the cost sharing arrangement between City of Markham, York Region, and City of Richmond Hill and the acquired lands. Mr. Lee confirmed that property and project costs between the first municipal intersections in Richmond Hill and Markham are shared equally by the three municipalities.

Alain Cachola, Senior Manager, Infrastructure and Capital Works, addressed the Committee and confirmed that the lands identified as acquired are included in the October 2019 report and are being shared by the three municipalities. Mr. Cachola advised that the City is in negotiation with York Region and the City of

Richmond Hill and proposing agreement fees similar to the principle agreement that was previously used for the mid-block crossing on Highway 7.

Moved by Councillor Alan Ho

Seconded by Councillor Khalid Usman

1. That the report titled “Highway 404 Mid-block Crossing, North of 16<sup>th</sup> Avenue and Cachet Woods Court Extension – Project Update and Property Acquisition for lands on Cachet Woods Court, Markland Street and Orlando Avenue (Ward 2)”, be received; and
2. That staff be authorized to issue a purchase order to the Regional Municipality of York (“York Region”) in the amount of \$4,578,870.88, inclusive of HST impact, for Markham’s share of the cost for properties required for the project; and
3. That the Engineering Department Capital Administration fee in the amount of \$91,577.42, be transferred to revenue account 640-998-8871 (Capital Administration Fee); and
4. That the purchase order and capital administration fees be funded from Capital Project #19035 (Hwy. 404 Midblock Crossing, North of 16<sup>th</sup> Avenue & Cachet Woods), which currently has an available funding of \$4,718,716.00; and
5. That the remaining funds of \$48,267.70 be kept in the account to cover any additional cost for the project; and further,
6. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

**Carried**

## **11.2 AWARD OF RFP 037-R-20 CONSULTING ENGINEERING SERVICES FOR THE DETAILED DESIGN OF THE 2020 SIDEWALK PROGRAM (WARDS 1, 2, 7 AND 8) (5.0, 7.0)**

Arvin Prasad, Commissioner, Development Services, addressed the Committee and provided opening remarks. He also provided the Committee with an overview of the Awarded RFP 037-R-20 2020 Sidewalk Design to Accardi Schaefer.

There was discussion on the time frame for an additional sidewalk on the north side of Major Mackenzie Drive from Woodbine Avenue to Highway 404. There

was discussion on adding a sidewalk on Swan Lake Boulevard traffic circle into the 2020 Sidewalk Program.

Brian Lee, Director, Engineering, addressed the Committee and provided clarification on the additional sidewalk on the north side of Major Mackenzie Drive, and advised that staff are working with the City of Richmond Hill staff to ensure that the City of Richmond Hill will also construct a sidewalk to meet at the Highway 404 bridge to provide a continuous sidewalk. Mr. Lee provided an overview of the Swan Lake Boulevard sidewalk issue and advised the Committee that staff will investigate including this sidewalk in the 2020 design program if Committee direct staff to do so. It was noted that if the procurement policy permits the additional scope of work in this RFP that staff will include it. Mr. Lee confirmed that staff will look at the various projects included in the work plan and see if it can be completed in a timely manner.

Moved by Councillor Alan Ho

Seconded by Councillor Andrew Keyes

1. That the report entitled "Award of RFP 037-R-20 Consulting Engineering Services for the Detailed Design of the 2020 Sidewalk Program (Wards 1, 2, 7 and 8)" be received; and,
2. That the contract for RFP 037-R-20 Consulting Engineering Services for the 2020 Sidewalk Design be awarded to the highest ranked, second lowest priced bidder, Accardi Schaeffers & Associates Ltd. in the amount of \$516,833.96, inclusive of HST; and,
3. That a 10% contingency in the amount of \$51,683.40, inclusive of HST, be established to cover any additional costs to deliver the design and that authorization to approve expenditures of this contingency amount up to the specified limit be in accordance with the Expenditure Control Policy; and,
4. That an allowance in the amount of \$4,070.40, inclusive of HST, be established for permits and additional fees (i.e. TRCA review fees) that may be required as part of the work, and,
5. That the Engineering Department Capital Administration and Contract Admin Fee in the amount of \$103,277.60, inclusive of HST, be transferred to Revenue Account 640-998-8871 (Capital Admin Fees); and,
6. That the project cost of \$675,865.36 (\$516,833.96 + \$51,683.40 + \$4,070.04 + \$103,277.60), inclusive of HST, be funded from capital accounts 083-5350-

20045-005 (Sidewalk Program (Design)) and 083-5350-20049-005 (Streetlighting Program (Design)) with available budget of \$675,900.00; and,

7. That the remaining budget in the amount of \$34.64 be returned to the original funding source;
8. **That Staff be directed to investigate the feasibility of expanding the scope of work to include the missing section of Swan Lake Boulevard sidewalk in the 2020 Sidewalk Program; and further,**
9. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

**Carried**

## **12. MOTIONS**

There were no motions.

## **13. NOTICES OF MOTION**

There were no notices of motion.

## **14. NEW/OTHER BUSINESS**

### **14.1 DEVELOPMENT SERVICES COMMITTEE AGENDA ITEMS - PRELIMINARY REPORTS (10.0)**

Councillor Karen Rea addressed the Committee and suggested that staff look at placing preliminary reports under regular reports for future Development Services Committee meetings.

## **15. ANNOUNCEMENTS**

There were no announcements.

## **16. CONFIDENTIAL ITEMS**

Moved by Deputy Mayor Don Hamilton  
Seconded by Councillor Andrew Keyes

That, in accordance with Section 239 (2) of the *Municipal Act*, Development Services Committee resolve into a confidential session at 1:48 PM to discuss the following matter:

**Carried**



## **16.1 DEVELOPMENT AND POLICY ISSUES**

### **16.1.1 ADVICE THAT IS SUBJECT TO SOLICITOR-CLIENT PRIVILEGE, INCLUDING COMMUNICATIONS NECESSARY FOR THAT PURPOSE - APPEAL OF HERITAGE PERMIT APPLICATION FOR A FENCE 3 VICTORIA LANE, UNIONVILLE, HE 20 125034 (WARD 3) (16.11) [SECTION 239 (2) (f)]**

Development Services Committee consented to refer matter 10.1 Appeal of Heritage Permit Application for a Fence 3 Victoria Lane, Unionville to the November 10, 2020 Council agenda for consideration.

Moved by Councillor Khalid Usman

Seconded by Councillor Isa Lee

That the Development Services Committee confidential session adjourn at 2:14 PM.

**Carried**

## **17. ADJOURNMENT**

Moved by Deputy Mayor Don Hamilton

Seconded by Councillor Keith Irish

That the Development Services Committee meeting adjourn at 2:15 PM.

**Carried**