

COUNCIL – SEPTEMBER 27, 2018

COMMUNICATIONS

<u>Distributed September 21, 2018</u>		<u>Rpt No.</u>	<u>Item No.</u>	<u>Committee</u>
C1	Mr. Michael Melling, Davies Howe Land Development Advocacy & Litigation, Adelaide Street West, Toronto, dated September 17, 2018	27	2	Committee of the Whole
C2	Ms. Susan Rosenthal, Davies Howe Land Development Advocacy & Litigation, Adelaide Street West, Toronto, dated September 17, 2018	28	6	Committee of the Whole (Public Hearing)
C3	Mr. John Costa, Mid-Ontario Truck Centre, dated September 21, 2018	27	7	Committee of the Whole
<u>Distributed September 25, 2018</u>				
C4	Deputy City Manager, Planning and Growth Management, dated September 21, 2018	27	5	Committee of the Whole
C5	Deputy City Manager, Planning and Growth Management, dated September 21, 2018	27	7	Committee of the Whole
<u>Distributed September 26, 2018</u>				
C6	Deputy City Manager, Planning and Growth Management, dated September 25, 2018	27	1	Committee of the Whole
C7	City Clerk, dated September 27, 2018	27	37	Committee of the Whole
<u>Distributed September 27, 2018</u>				
C8	Confidential Communication from the Deputy City Manager, Planning and Growth Management, dated September 26, 2018	26	1	Committee of the Whole (Closed Session)
C9	Confidential Communication from the Deputy City Manager, Planning and Growth Management, dated September 26, 2018	26	3	Committee of the Whole (Closed Session)

Disclaimer Respecting External Communications

Communications are posted on the City's website pursuant to Procedure By-law Number 7-2011. The City of Vaughan is not responsible for the validity or accuracy of any facts and/or opinions contained in external Communications listed on printed agendas and/or agendas posted on the City's website.

Please note there may be further Communications.

Michael Melling
michaelm@davieshowe.com
Direct: 416.263.4515
Main: 416.977.7088
Fax: 416.977.8931

September 17, 2018

By E-Mail Only to *clerks@vaughan.ca*

Chair and Members of the Committee of the Whole
City of Vaughan
Vaughan Civic Centre
2141 Major Mackenzie Drive
Vaughan, Ontario

Dear Chair and Committee Members:

**Re: 77 Woodstream Inc. (the "Property")
Official Plan Amendment File OP.11.003
Zoning By-law Amendment File Z.11.009
Site Development File DA.15.072**

We are counsel to 77 Woodstream Inc., the owner of the Property, which is the subject of the above-referenced matters being considered by the Committee today. We have reviewed the Staff Report with our client and its planning consultant, and submit this letter in support of Planning Staff's recommendations.

The Staff Report proposes a condition that the Official Plan and Zoning By-law amendments should only be implemented when the Local Planning Appeal Tribunal issues an Order resolving our client's appeal of the Vaughan Official Plan 2010. We have negotiated Minutes of Settlement between our client and the City resolving that appeal. We are now waiting for the Minutes of Settlement to be executed by the City so that we may proceed to obtain an Order from the Tribunal.

We request that the Committee recommend that City Council adopt the recommendations of the Staff Report at the next Council meeting. We wish to thank Staff for their cooperation.

Yours sincerely,
DAVIES HOWE LLP


Michael Melling

MWM:NK

C <u>1</u>
Communication
COUNCIL: <u>Sept 27/18</u>
<u>CW</u> Rpt. No. <u>27</u> Item <u>2</u>

copy: Ms. Rosemarie Humphries, Humphries Planning Group Inc.
Client



LAND DEVELOPMENT ADVOCACY & LITIGATION

Susan Rosenthal
susanr@davieshowe.com
Direct: 416.263.4518
Main: 416.977.7088
Fax: 416.977.8931
File No. 931784

September 17, 2018

By E-Mail Only

City of Vaughan
Planning Development Department
Vaughan City Hall
2141 Major Mackenzie Drive
Vaughan, Ontario
L6A 1T1

Attention: Mr. Mark Antoine

Dear Mr. Antoine:

**Re: Application by Parentela Holdings Ltd.
8440 Regional Road 27
File Numbers OP18.011 and Z.18.018
Public Hearing – September 17, 2018**

c <u>2</u>
Communication
COUNCIL: <u>Sept 27/18</u>
<u>CW(R)</u> Rpt. No. <u>28</u> Item <u>6</u>

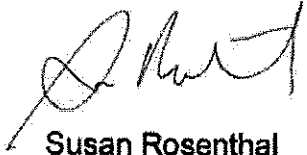
We are counsel to Highway 27 Langstaff GP Limited ("Rice"), the owners of approximately 3.5 hectares of land on the northeast corner of Langstaff Road and Line Drive (the "Property"). The Property is designated for employment purposes in the West Vaughan Employment Area Secondary Plan ("WVEASP").

Our client recently became aware of a proposal by Parentela Holdings Ltd. to develop a hotel in close proximity to our client's Property. Our client is currently in the process of assessing the proposal and its potential impact on our client's ability to develop its property for the full range of permitted employment uses. We reserve the right to provide detailed comments to the City once this review is finalized.

Please provide us with any further reports, analyses, memos and other documents available in connection with the applications as they may become available.

Please also provide us with Notice of any future Committee or Council meetings dealing with the aforementioned applications and Notice of any Decision made by Committee or Council.

Yours sincerely,
DAVIES HOWE LLP



Susan Rosenthal
Professional Corporation

SR:SR

copy: Client

Subject:

From: John Costa <jcosta@midontario.ca>
Sent: Friday, September 21, 2018 8:24 AM
To: Coles, Todd <Todd.Coles@vaughan.ca>
Subject:

C <u>3</u>
Communication
COUNCIL: <u>Sept 27/18</u>
<u>CW</u> Rpt. No. <u>27</u> Item <u>7</u>

Attention: Todd Coles, City Clerk, Mayor and Members of Council

RE: City of Vaughan C of W Sep 17, 2018 Agenda Section 5, Item 7 - FILE Z.11.035, DA.17.031, DA.17.032

Dear Mr. Coles, Mayor and Members of Council

In reading the staff report associated with the above noted applications, we agree with staff's recommendations including items particularly related to servicing and requirements related to the applicant providing asphalted parking and driveway.

A number of years ago we purchased our property on Kirby with the same uses being requested by the applicant. We started a business here and are very happy to be a part of Vaughan. During our approval for the building, those many years ago, we were required to build a building with urban design elements that far exceeded the basic requirements of the permitted use. We notice that this application has buildings with no urban design consideration, in fact they are pre-fabricated structures, that in our mind bring down the value of this area and our lands. In addition we purchased a property that was serviced with municipal sewers and water including major storm water detention requirements, this was all at a cost premium.

The applicant is seeking the same uses as our property which we don't necessarily have a problem with however they should only be approved if they service their property with municipal water and sanitary and provide paved driveway and parking, like our property is, per the recommendation 2 (d) and (f) in the staff report.

Should you have any questions or comments on the above, please contact me.

Sincerely,

John Costa
Mid-Ontario Truck Centre



C	<u>4</u>
Communication	
COUNCIL:	<u>Sept 27 / 18</u>
<u>CW</u>	Rpt. No. <u>27</u> Item <u>5</u>

TO: HONOURABLE MAYOR AND MEMBERS OF COUNCIL

**FROM: JASON SCHMIDT-SHOUKRI, DEPUTY CITY MANAGER,
PLANNING AND GROWTH MANAGEMENT**

DATE: SEPTEMBER 21, 2018

**RE: COMMUNICATION – COUNCIL MEETING,
SEPTEMBER 27, 2018**

**ITEM NO. 5, REPORT NO. 27, COMMITTEE OF THE WHOLE
SEPTEMBER 17, 2018**

**ZONING BY-LAW AMENDMENT FILE Z.04.049
DRAFT PLAN OF SUBDIVISION FILE 19T-04V12
EVELYN CHARTERS**

Recommendation

The Deputy City Manager, Planning and Growth Management recommends:

1. THAT Recommendation #6 of Item No. 5 of the Committee of the Whole Report No. 27, dated September 17, 2018, be revised as follows:

“THAT unless the Owner has provided formal correspondence from the Block 12 Landowner Trustee indicating that the Owner has entered into a Developers Group Agreement with the other participating landowners within Block 12 and has fulfilled all cost sharing obligations, the Subdivision Agreement for Draft Plan of Subdivision File 19T-04V12 shall include the following clause:

 - a) “The Owner shall pay to Vaughan by way of certified cheque, cash-in-lieu of the dedication of parkland equivalent to 5% or 1 has per 300 units of the value of the Subject Lands, prior to the issuance of a Building Permit, in accordance with the *Planning Act* and the City’s Cash-in-lieu of Parkland Policy. The Owner shall submit an appraisal of the Subject Lands, in accordance with Section 42 of the *Planning Act*, prepared by an accredited appraiser for approval by the Office of the City Solicitor, Real Estate Department, and the approved appraisal shall form the basis of the cash-in-lieu payment.”

Background

The Committee of the Whole on September 17, 2018, considered a technical report (Item No. 5 of Report 27) ("Technical Report") from the Deputy City Manager, Planning & Growth Management regarding Zoning By-law Amendment File Z.04.049 and Draft Plan of Subdivision File 19T-04V12 (Evelyn Charters) to permit a residential development consisting of 47 lots for detached dwellings, two estate residential lots, part blocks, landscape and environmental protection buffers, reserves, and streets on lands municipally know at 981 Teston Road.

On September 17, 2018, a letter was received (Communication C5) from the Owner's planning consultant (Malone Given Parsons Ltd.) requesting recommendation #6 in the Technical Report be revised, as stated in the above Recommendation.

The Vaughan Development Planning Department supports the revised recommendation #6, as the content is consistent with the Technical Report, specifically in the "Office of the City Solicitor, Real Estate Department" section.

Respectively submitted,



JASON SCHMIDT-SHOUKRI

Deputy City Manager, Planning & Growth Management

Copy to: Todd Coles, City Clerk
 Daniel Kostopoulos, City Manger

TO: HONOURABLE MAYOR AND MEMBERS OF COUNCIL

**FROM: JASON SCHMIDT-SHOUKRI, DEPUTY CITY MANAGER,
PLANNING AND GROWTH MANAGEMENT**

DATE: SEPTEMBER 21, 2018

**RE: COMMUNICATION - COUNCIL MEETING
SEPTEMBER 27, 2018**

**ITEM NO. 7, REPORT NO. 27, COMMITTEE OF THE WHOLE
SEPTEMBER 17, 2018**

**ZONING BY-LAW AMENDMENT FILE Z.11.035
SITE DEVELOPMENT FILE DA.17.031
SITE DEVELOPMENT FILE DA.17.032
JOSEPH KREINER AND BREN-COLL HOLDINGS INC.
WARD 1 - VICINITY OF KEELE STREET AND KIRBY ROAD**

Recommendation

The Deputy City Manager, Planning and Growth Management recommends:

1. THAT Recommendation #2 e) of Item No. 7 of the Committee of the Whole Report dated September 17, 2018, requiring the Owner to submit an Archaeological Assessment, be deleted.
2. THAT Recommendation #1 a) iii), of Item No. 7 of the Committee of the Whole Report dated September 17, 2018, for Site Development Files DA.17.031 and DA.17.032 be deleted and replaced with the following:

 "iii) the Owner shall submit architectural building elevations or building specification drawings for the building located at 11700 Keele Street."
3. THAT Recommendation #1 b) i), of Item No. 7 of the Committee of the Whole Report dated September 17, 2018, regarding Cash-in-Lieu of Parkland for Site Development Files DA.17.031 and DA.17.032, be deleted.

Background

The Committee of the Whole on September 17, 2018, considered a technical report (Item No. 7 of Report No. 27) ("Technical Report") from the Deputy City Manager, Planning and Growth Management regarding Zoning By-law Amendment Z.11.035 and Site Development Files DA.17.031 and DA.17.032 (Joseph Kreiner and Bren-Coll Holdings Inc.) (the "Applications") to facilitate the development of agricultural-related uses on lands municipally known as 11650 and 11700 Keele Street ("Subject Lands").

On September 17, 2018, a letter was submitted (Communication C6) by the solicitor (Goodmans LLP) representing the Owner regarding some of the recommendations contained in the Technical Report. The Development Planning Department has reviewed the letter and provides the following response pertaining to those recommendations that were identified:

1. Municipal Servicing

It is unnecessary and premature to require full municipal water and sanitary services for the Subject Lands.

Response

The Subject Lands were originally developed strictly for agriculture uses and were serviced by private sewer and water systems. Through the current Applications, the Owner is seeking additional commercial and agriculture-related uses including a Motor Vehicle Sales Establishment, the open storage of vehicles and equipment, and other business uses that provide a service to farm operations (the "Development").

On February 22, 2013, the Development Engineering ("DE") Department requested that the Owner provide a Functional Servicing Report ("FSR") to determine whether the existing and proposed uses can be accommodated by the existing private servicing. The Owner has not submitted an FSR.

Should the FSR determine that the Development can function within the existing private servicing, then the Owner is required to submit a Hydrogeological Report to ensure that the private servicing meets City standards. On this basis, the recommendation to service the Subject Lands with municipal servicing is appropriate until such time that the Owner has provided justification in the form of an FSR and Hydrogeological Report to service the Subject Lands with private individual servicing.

2. Recommendation for Specific Studies

The recommendation to submit a Phase 1 Environmental Site Assessment ("ESA"), Geotechnical Study, Traffic Impact Study, Noise Report and FSR should not be required as the Applications will recognize existing development.

Response

The Applications seek to introduce new land uses on the Subject Lands that do not comply with the permitted uses contained in the "A Agricultural Zone" of Zoning By-law 1-88. These land uses were not considered as part of the Building Permits issued for the existing buildings on the Subject Lands.

The Building Permits for 11650 Keele Street (Permit No. 09-3536) and 11700 Keele Street (Permit No.10-5345) were issued on the basis of the buildings being used for agricultural uses only, and did not contemplate or include a Motor Vehicle Sales Establishment, the open storage of vehicles and equipment, and other business uses that provide a service to farm operations.

As such, to ensure consistency with any other developments that are considered by Staff, a number of reports are required, including:

- Phase 1 ESA - because portions of the Subject Lands are located within the Greenbelt Plan where the Owner has placed illegal fill as identified by the TRCA.
- Geotechnical Report - to support alternative measures (i.e. gravel driveways) for pavement design instead of hot-mix asphalt, as required by Zoning By-law 1-88.
- Traffic Impact Study - to assess how heavy vehicular traffic, as a result of the proposed Motor Vehicle Sale Establishment, will impact the surrounding road network and intersection.
- Noise Report - to assess how noise from heavy vehicular traffic and the proposed Motor Vehicle Sales Establishment will impact surrounding lots, particularly 11666 Keele Street and the residential community in the southeast quadrant of Keele Street and Kirby Road.
- FSR - to conclude that the Development can be serviced with local well and septic systems, or municipal services.

3. Area to be Zoned OS1 Open Space Conservation Zone

Zoning the south portion of the Subject Lands "OS1 Open Space Conservation Zone" will eliminate existing gravel parking and open storage on the site. The

determination of development limits and the accurate delineation of the 30 m vegetation protection zone ("VPZ") are matters more properly addressed through the completion and submission of an Environmental Impact Assessment ("EIS").

Response

The Development Planning Department agrees that the submission of an EIS will assist in determining the development limits of the Subject Lands. Recommendation 2 a) of the Technical Report states that the Natural Heritage System and 30 m VPZ must be established prior to the Local Planning Appeal Tribunal ("LPAT") providing its final decision/order regarding the implementing Zoning By-law.

Upon the Owner submitting an EIS, the precise limits of the Natural Heritage System and 30 m VPZ will be determined. The Development Planning Department continues to recommend that these lands be zoned "OS1 Open Space Conservation Zone" and conveyed to a public authority (i.e. the City or TRCA) to ensure its long-term protection, as stipulated in Section 2.1.1 of the PPS, Section 3.2.5(7) of the Greenbelt Plan, and Section 5.9(14) of OPA #600.

4. Recommendation for an Archaeological Assessment

An Archaeological Assessment should not be required as clearance from Cultural Heritage Staff was received on May 2, 2013.

Response

The Development Planning Department has confirmed that an Archaeological Assessment is not required for the Subject Lands. A recommendation to delete the requirement for an Archaeological Assessment, as identified in Recommendation 2 e) of the Technical Report, is included in this Communication.

5. Recommendation for Building Elevations

Architectural building elevations for 11700 Keele Street were submitted as part of the Building Permit submission. The requirement for building elevations is unnecessary.

Response

The Building Permit for 11700 Keele Street (Permit No. 10-5345) includes specification drawings for the existing grey steel frame building; however, it does not contain architectural elevations. The Development Planning Department is willing to accept building specification drawings for the purpose of finalizing the Site Development Application and implementing the requisite Site Plan

Agreement, should the Applications be approved. A Recommendation to this effect is included in this Communication.

6. Cash-in-Lieu of Parkland Requirement

Cash-in-Lieu of Parkland should not be required as no new development is being proposed and no new lots are being created.

Response

The Office of the City Solicitor, Real Estate Department has confirmed that no further Cash-in-lieu of Parkland is required for the Applications. A Recommendation to this effect is included in this Communication.

7. Recommendation for Hot-Mix Asphalt

The Subject Lands are within an agricultural zone and it is neither reasonable nor appropriate to apply hot-mix asphalt to such an extensive area. The use of asphalt chipseal for driveways and gravel for parking areas is more appropriate.

Response

The Owner is proposing a gravel surface treatment for all driveway access, parking, open storage and display areas. Section 3.8 k) of Zoning By-law 1-88 requires all loading spaces, related driveways, parking spaces and maneuvering areas shall be paved with hot-mix asphalt or concrete.

Entrance areas of the Subject Lands are required to be paved with heavy duty asphalt, as per the York Region Standards identified in comments from York Region dated July 27, 2017. The surface of all driveways, parking spaces, maneuvering area, and open storage and display areas shall be paved with a hard surface as specified by the City's Engineering Design Criteria.

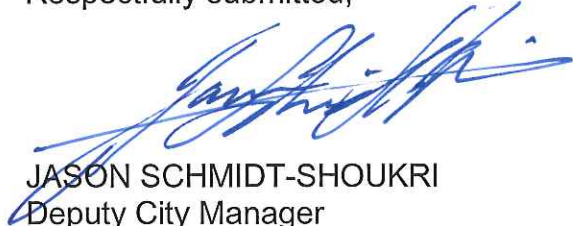
Alternative measures (i.e. asphalt chipseal and gravel) may be supported by City Staff once the Owner submits a Geotechnical Report that recommends a pavement design in accordance with the Transportation Association of Canada publication, "A Guide to the Structural Design of Flexible and Rigid Pavements in Canada" and as detailed in the Technical Report.

Conclusion

The Development Planning Department has assessed Communication C6 and the position of the Owner as it relates to the various recommendations in the Technical Report. Based on this assessment, Staff recommend that the requirement for an archaeological assessment and Cash-in-Lieu of Parkland for the Applications be deleted, while the need to submit architectural elevations for 11700 Keele Street can be replaced

with building specification drawings. With respect to municipal servicing, the requirement for specific studies, zoning a portion of the Subject Lands "OS1 Open Space Conservation Zone", and paving of the lands, the Development Planning Department recommends that these matters be addressed through the recommendations in the Technical Report dated September 17, 2018.

Respectfully submitted,



JASON SCHMIDT-SHOUKRI
Deputy City Manager
Planning and Growth Management

Copy to: Todd Coles, City Clerk
Daniel Kostopoulos, City Manager

TO: HONOURABLE MAYOR AND MEMBERS OF COUNCIL

**FROM: JASON SCHMIDT-SHOUKRI, DEPUTY CITY MANAGER,
PLANNING AND GROWTH MANAGEMENT**

DATE: SEPTEMBER 25, 2018

**RE: COMMUNICATION - COUNCIL MEETING
SEPTEMBER 27, 2018**

**ITEM NO. 1, REPORT NO. 27, COMMITTEE OF THE WHOLE
SEPTEMBER 17, 2018**

**OFFICIAL PLAN AMENDMENT FILE OP.17.002
ZONING BY-LAW AMENDMENT FILE Z.17.003
JANE TESTON HOLDINGS INC.
WARD 1 - VICINITY OF JANE STREET AND TESTON ROAD**

Purpose

The Deputy City Manager, Planning and Growth Management provides the following clarification of Item No. 1 of the Committee of the Whole Report dated September 17, 2018:

Background

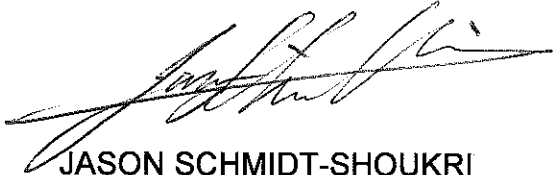
The Committee of the Whole on September 17, 2018, considered a Technical Report (Item No. 1 of Report No. 27) ("Technical Report") from the Deputy City Manager, Planning and Growth Management regarding Official Plan Amendment OP.17.002 and Zoning By-law Amendment Z.17.003 (Jane Teston Holdings Inc.) (the "Applications") to facilitate the development of an 11-storey apartment building comprised of 176 units on the lands known municipally as 2975, 2985 and 2993 Teston Road.

The report discusses development within the surrounding area, including the property located at 10750 Jane Street. Specifically, in "***The proposed Development is located within an existing Community Area***" section, the report indicates Official Plan (OPA No. 643) redesignated the site from "Rural" to "Medium Density Residential/Commercial" to permit the development of 29 street townhouses. The word "Rural" should read "Low Density Residential" and "Planned Road Re-alignment" and the number 29 should be replaced with the number 50.

Through out this section the Floor Space Index (FSI) for 10750 Jane Street is identified as 4.0, whereas the FSI should read 3.5 FSI.

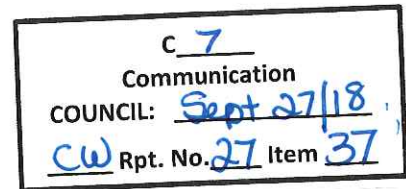
The Vaughan Development Planning Department supports the changes to the Technical Report to clarify the existing Official Plan designation on an existing property (10750 Jane Street) within the community.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Jason Schmidt-Shoukri', written in a cursive style.

JASON SCHMIDT-SHOUKRI
Deputy City Manager
Planning and Growth Management

Copy to: Todd Coles, City Clerk
Daniel Kostopoulos, City Manager



DATE: September 27, 2018

TO: Mayor and Members of Council

FROM: Todd Coles, City Clerk

RE: **DEPUTATION – MS. ELVIRA CARIA**
REVIEW OF RATEPAYERS ASSOCIATION POLICY

Background

At the Committee of the Whole meeting of September 17, 2018 the Committee approved, in part, the following recommendation:

- “1) That the deputation by Ms. Elvira Caria and Communication C8, submitted at the meeting, be received and referred to staff for review and a report be provided to the Council meeting of September 27, 2018”.

The purpose of this memorandum is to respond to that recommendation and to provide information regarding the Registered Ratepayer/Community Association Policy (Policy No. CCO-010).

Registered Ratepayer/Community Association Policy

The Registered Ratepayer/Community Association Policy (RRCA) first received Council approval February 2nd, 1986. The original policy was limited in scope and focused on the requirement for groups to be registered with the City in order to receive hard copy agenda and minutes. Over the years, the policy has been amended to include additional registration requirements as part of an annual registration process. The last time the policy was amended was in 2004.

Policy CCO-010: Registered Ratepayer/Community Association Policy

A copy of the current Registered Ratepayer/Community Association Policy is included as Attachment “1” to this memorandum. The main elements of the current policy are outlined below.

1. Geographic Exclusivity
 - a. The current policy is based on geographic exclusivity. The City will not recognize groups wishing to form a new Registered Association within the boundaries of an existing association if it is in good standing.

2. Registration Requirements

- a. Upon initial formation of the Association, the following information must be submitted to the City Clerk:
 - i. Completed registration form;
 - ii. List of the Association's membership – a minimum of 25 members in an urban area and 10 in a rural area, and that the list include names, addresses and signatures;
 - iii. A statement of purpose and a copy of the Association's Constitution and/or By-laws;
 - iv. The boundaries of the area that the Association represents

3. Annual Registration

- a. Ratepayer/Community Associations are required to register on an annual basis and at that time provide any changes in Executive Officers. The City Clerk is to be notified within 30 calendar days of any changes to the contact information provided on the Registration Form (name of contact person/address/phone numbers).

4. Election of Executive Officers

- a. The Association's Executive Officers are to be elected at a General Meeting in accordance with the respective Association's Constitution, but no less than once every three (3) years. All Executive Officers must reside within their Association's boundaries.
- b. The minutes of the General Meeting at which Executive Officers have been elected must be filed with the City Clerk.
- c. The notification of the General Meeting to elect Executive Officers is to be provided in accordance with the Association's respective Constitution. There is no requirement to file this notice with the City Clerk.

Review of RRCA Policy

At the November 2012 Committee of the Whole meeting, Committee received a deputation from representatives of the Weston Downs Community Association regarding the Registered Ratepayer/Community Association policy. The deputation and committee's deliberations highlighted a number of concerns with the current policy.

Committee of the Whole recommended "that the City Clerk in consultation with interested parties, review and report on the City of Vaughan Registered Ratepayer/Community Association

Policy.” This recommendation was subsequently adopted by Council at its meeting held on December 11, 2012 (Committee of the Whole Report No. 48, Item 38).

At its meeting of June 17, 2013, Committee of the Whole (Working Session) considered a report of the City Clerk which recommended receipt of a staff report analyzing the registered ratepayer/community association policy.

In lieu of the recommendations set out in the report, Committee of the Whole (Working Session) recommended that consideration of the matter be deferred to a meeting of the Committee of the Whole (Working Session) to allow for additional input from all interested parties. On January 26, 2014, a report titled ‘Report to Council on the Outcome of the Ratepayer Policy Review Taskforce’ was transmitted to the City Clerk by Anthony Francescucci on behalf of the interested parties.

Further meetings were held on February 25, 2014, where the Committee of the Whole considered a report of the City Clerk respecting the ‘Report to Council on the Outcome of the Ratepayer Policy Review Taskforce’. Council at its meeting of March 18, 2014 adopted the Committee of the Whole recommendations regarding the receipt of a Ratepayer Policy Review Taskforce report and directed that the City Clerk and the Director of Recreation & Culture review the Taskforce’s report.

Finally, at its meeting of May 27, 2014 Council considered the report of the City Clerk. This report included a response to the Taskforce recommendations. The review has proceeded no further than this point.

Greater Woodbridge Ratepayers Association

The deputant at the September 17th, 2018 Committee of the Whole meeting indicated that she believed that the Greater Woodbridge Ratepayers Association (GWRA) was not in compliance with the Registered Ratepayer/ Community Association Policy (RRCA). In particular, she believed that the Executive Officers of the GWRA were not actively involved with the Association. A review of the GWRA registration was undertaken by staff of the Office of the City Clerk, and the findings are summarized below:

1. Completed registration form
 - a. A completed registration form (including contact information, list of executive officers) was first submitted on May 29, 2017. A renewal form was received on March 7, 2018. At this time the list Executive Officers was revised. This requirement is **SATISFIED**.

2. List of the Association's membership
 - a. At the time of the initial registration a listing of 33 names was provided. This requirement is **SATISFIED**.
3. A statement of purpose and a copy of the Association's Constitution and/or By-laws
 - a. At the time of the initial registration a statement of purpose and constitution was provided. This requirement is **SATISFIED**.
4. The boundaries of the area that the Association represent
 - a. At the time of the initial registration the boundaries of the GWRA was provided. This requirement is **SATISFIED**.
5. That all Ratepayer/Community Associations register on an annual basis and at that time any changes in Executive Officers be provided
 - a. A renewal form for 2018 was received on March 7, 2018. At this time the list Executive Officers was revised. This requirement is **SATISFIED**.
6. That the Association's Executive Officers be duly elected at a General Meeting in accordance with the respective Association's Constitution, but no less than once every three (3) years, and that all executive officers reside within their Association's boundaries
 - a. At the time of the initial registration the general meeting minutes at which the executive was appointed was provided. As this has occurred within the past three years there is no requirement for a further general meeting. Addresses of the current executive have been confirmed as being within the boundaries of the GWRA. This requirement is **SATISFIED**.
7. That minutes of the General Meeting at which the Executive Officers have been elected be filed with the City Clerk
 - a. At the time of the initial registration the general meeting minutes at which the executive was appointed was provided. This requirement is **SATISFIED**.

In reviewing the materials submitted by the deputant it was apparent that her information about the executive was from the 2017 initial registration for the Greater Woodbridge Ratepayers Association. Updated information was provided to the Office of the City Clerk earlier this year, through the renewal process. Staff have confirmed that the executive, as provided on March 7th, 2018, are the current executive and there have been no recent changes. At this time the Greater Woodbridge Ratepayers Association is a ratepayer association in good standing.

Conclusion

Upon review of the materials submitted by the deputant, it has been determined that the Greater Woodbridge Ratepayers Association is in compliance with the Registered Ratepayer/Community Association Policy. No further action is recommended.

Respectfully submitted by:



Todd Coles,
City Clerk

Attachments

Attachment 1 - Registered Ratepayer/Community Association Policy (Policy No. CCO-010)

Policy No:	CCO – 010
Department:	CITY CLERK'S OFFICE
Subject:	REGISTERED RATEPAYER / COMMUNITY ASSOCIATION POLICY

REGISTERED RATEPAYER / COMMUNITY ASSOCIATIONS POLICY

Every member of the public has the right to address Council on his/her own behalf (or in the case of an agent, on behalf of his/her principal) at Committee of the Whole meetings and with unanimous consent at Council meetings, however duly elected representatives of groups of citizens registered with the City of Vaughan as Ratepayer or Community Associations may address Council as spokespersons on behalf of such associations.

- 1) That upon initial formation of the Association, the following be submitted to the City Clerk:
 - a) A completed Ratepayer/Community Associations Registration Form;
 - b) A list of the Association's membership showing a minimum of 25 members in an urban area and 10 in a rural area and that the list include names, addresses and signatures;
 - c) A statement of purpose and a copy of the Association's Constitution and/or By-laws; and
 - d) The boundaries of the area that the Association represents;
- 2) That all Ratepayer/Community Associations register on an annual basis and at that time any changes in Executive Officers be provided;
- 3) That the City Clerk be notified within 30 calendar days of any changes to the contact information provided on the Registration Form (name of contact person/address/phone numbers);
- 4) That the Association's Executive Officers be duly elected at a General Meeting in accordance with the respective Association's Constitution, but no less than once every three (3) years, and that all executive officers reside within their Association's boundaries;
- 5) That minutes of the General Meeting at which the Executive Officers have been elected be filed with the City Clerk;
- 6) That notification of the General Meeting to elect Executive Officers be provided in accordance with the Association's respective Constitution;
- 7) That once a year, if required, at the discretion of the Ratepayers' Association, and for the purpose of holding an annual General Meeting, that they be permitted to use a City/Library facility at no cost to the Association;
- 8) That the City will not recognize groups wishing to form a new Registered Association within the boundaries of an existing Association that is in good standing;

Council Approval:	1986/02/03	Amended:	1995/05/08
Report No/Item:	32	Report No/Item:	1
Cross Reference:	Policy No. 06.1.01	Amended:	1998/09/14
		Report No/Item:	N/A
		* Amended:	2004/06/14
		Report No/Item:	51/14

Policy No:	CCO – 010
Department:	CITY CLERK'S OFFICE
Subject:	REGISTERED RATEPAYER / COMMUNITY ASSOCIATION POLICY

- 9) That Association's who have requested the Agenda/Minute delivery service and do not pick-up the documents for three (3) consecutive weeks will have this service suspended without further notice and the service will only be resumed upon written request to the City Clerk;
- 10) That the City Clerk shall be authorized to delete from the City of Vaughan's Official Registry of Ratepayer/Community Associations those Associations that do not comply with the Policy outlined in this report; and
- 11) That this Policy replace the current policy effective immediately.

REGISTERED RATEPAYER / COMMUNITY ASSOCIATIONS POLICY

The City of Vaughan recognizes and supports Registered Ratepayer / Community Associations by the provision of various services.

The benefits of being recognized as a Registered Ratepayer / Community Association in the City of Vaughan, are as follows:

- 1) Consultation and Notice of various issues within the boundaries being represented by the Ratepayer / Community Association (e.g. land use, traffic, parks, planning, etc.)
- 2) Qualification as a Community Service Organization (C.S.O.) under the category "Ratepayers Association" with resulting services-in-kind opportunities.
- 3) Ability to use City and Library public meeting rooms at the C.S.O. preferred rate.
- 4) Deputation status before Council as an Association rather than an individual or group of individuals.
- 5) Hard copies of Agendas / Minutes free of charge for pick-up at a Library or Community Centre if a written request is received by the City Clerk.

Council Approval:	1986/02/03	Amended:	1995/05/08
Report No/Item:	32	Report No/Item:	1
Cross Reference:	Policy No. 06.1.01	Amended:	1998/09/14
		Report No/Item:	N/A
		* Amended:	2004/06/14
		Report No/Item:	51/14