



Staff Report for Capital Sustainability Steering Committee

Date of Meeting: April 17, 2019

Report Number: SRCFS.19.013

Department: Corporate and Financial Services

Division: Office of the Clerk

Subject: SRCFS.19.013 - Capital Sustainability Steering Committee Work Plan and 2019 Meeting Schedule

Purpose:

To obtain the Capital Sustainability Steering Committees approval of the work plan and 2019 meeting schedule.

Recommendation(s):

- a) That Staff Report SRCFS.19.013 be received.
- b) That the Capital Sustainability Steering Committees work plan, as generally described in staff report SRCFS.19.013, be endorsed.
- c) That Committee approve its 2019 meeting schedule as set out in staff report SRCFS.19.013.

Contact Person:

Mary-Anne Dempster, Commissioner of Corporate and Financial Services, extension 2497

Stephen M.A. Huycke, Director, Legislative Services/City Clerk, extension 2529

Report Approval:

Submitted by: Mary-Anne Dempster, Commissioner of Corporate and Financial Services

Approved by: Neil Garbe, 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:

On February 25, 2019, Council approved the Committee of the Whole February 19, 2019 recommendation to establish a Capital Sustainability Steering Committee (the “Committee”). A copy of the Council approved Terms of Reference for the Committee is attached as Appendix “A”. In accordance with the Term of Reference, the Committee is comprised of the Mayor (who is the Committee Chair), Budget Chair, Deputy Budget Chair, Ward 3 Councillor and Ward 4 Councillor.

Committee Work plan

The mandate of the Committee is to evaluate opportunities to deliver long-term capital investments that are in line with community expectations and fiscal sustainability. To fulfil its mandate, staff recommend that Committee follow an aggressive work plan in 2019 and 2020.

In 2019, staff propose that the Committee review and provide recommendations to Council on the following:

- Fire Master Plan
- IT Strategic Plan
- Parks, trails and David Dunlap Observatory
- Roads
- Water, sanitary sewers and stormwater
- Operations Centre Plan;
- A draft financial sustainability strategy.

In 2020, staff recommend that the Committee focus on:

- Continued review of the master plans and service levels as required;
- An updated 10 year Capital Plan;
- Financial sustainability strategy.

2019 Meeting Schedule

The Committee’s Terms of Reference requires monthly meetings, with the date and time agreed to at its first meeting. In addition to the first committee meeting, Staff recommend that in 2019, the Committee meet on the following days and times:

- May 15, 2019 at 1:30 p.m.
- June 19, 2019 at 1:30 p.m.
- September 18, 2019 and 1:30 p.m.

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Staff propose the Committee does not schedule meetings during the period of October, November and December 2019. During this period, Staff will focus on the 2020 Capital and Operating Budgets.

Financial/Staffing/Other Implications:

There are no financial, staffing or other implications to the recommendations contained in this report.

Relationship to the Strategic Plan:

The establishment of a Capital Sustainability Steering Committee demonstrates wise management of resources in Richmond Hill.

Conclusion:

Council established the Capital Sustainability Committee at its meeting on February 25, 2019. Staff recommend that the Committee endorse the proposed work plan and 2019 meeting schedule.

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 – Capital Sustainability Committee Terms of Reference

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Report Approval Details

Document Title:	SRCFS.19.013 - Capital Sustainability Committee Work Plan and 2019 Meeting Schedule.docx
Attachments:	- SRCFS.19.013 Appendix A - Committee Terms of Reference.pdf
Final Approval Date:	Apr 3, 2019

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

MaryAnne Dempster - Apr 3, 2019 - 2:08 PM

Neil Garbe - Apr 3, 2019 - 3:44 PM