



## **Capital Sustainability Steering Committee**

### **Minutes**

**CSSC#03-19**

**Wednesday, June 19, 2019, 1:30 p.m.**

**Mayor and Council Boardroom**

**225 East Beaver Creek Road**

**Richmond Hill, ON**

Committee Members Present: Mayor Barrow (Chair)  
Councillor West (Vice-Chair)  
Regional and Local Councillor DiPaola

Regrets: Councillor Chan

Also in attendance: Councillor Muench  
Councillor Cilevitz

#### **Staff Members Present:**

N. Garbe, City Manager  
I. Brutto, Commissioner of Environment and Infrastructure Services  
M. Dempster, Commissioner of Corporate and Financial Services  
I. Simanovskis, Commissioner of Community Services  
K. Kwan, Commissioner of Planning and Regulatory Services  
D. Dexter, Director, Financial Services and Treasurer  
D. Joslin, Director, Recreation and Culture  
S. Kraft, Fire Chief  
P. Lee, Director, Policy Planning  
P. Masaro, Director, Design and Construction Services  
T. Ricketts, Director, Corporate Asset Management and Environment Services  
D. Terzievski, Director, Development Engineering and Transportation  
M. Dobbie, Manager, Park and Natural Heritage Planning  
R. Hui, Manager, Transportation  
B. Levesque, Manager, Roads Operations  
M. Makrigiorgos, Regional and Local Councillor Chief of Staff  
G. McLenaghan, Manager, Corporate Asset Management

J. Stewart, Manager, Parks Operations  
J. Hambleton, Administrative Assistant to Members Of Council  
S. Huycke, City Clerk  
K. Hurley, Council/Committee Coordinator

**1. Adoption of Agenda**

Moved by: Councillor West

That the agenda be adopted as distributed by the Clerk with the following addition:

a) Member Motion - Regional and Local Councillor DiPaola - New Fire Hall - North Leslie Area - (Item 4.4)

Carried

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

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

**3. Minutes of Previous Meeting**

**3.1 Minutes - Capital Sustainability Steering Committee meeting  
CSSC#02-19 held May 15, 2019**

Moved by: Councillor West

a) That the minutes of the Capital Sustainability Steering Committee meeting CSSC#02-19 held May 15, 2019 be adopted.

Carried

**4. Scheduled Business**

**4.1 Introduction and Overview**

**- Verbal update from Mary-Anne Dempster, Commissioner of  
Corporate and Financial Services**

Mary-Anne Dempster, Commissioner of Corporate and Financial Services, provided an overview of accomplishments to date and reviewed the updated process for meetings going forward. She advised that each agenda item would be brought forward to a minimum of two meetings, the first meeting as a topic introduction for staff to introduce the category and obtain comments and guidance from the Committee, followed by a second meeting where staff would make a detailed presentation based on

feedback received. M. Dempster noted that agenda items could be brought forward to as many meetings as the Committee required until they were comfortable making recommendations to Council on a topic, and advised that staff's role at each meeting would be to facilitate the discussion and answer any questions that the Committee may have.

#### **4.2 Parks and Trails**

**- Presentation by:**

- **Kelvin Kwan, Commissioner of Planning and Regulatory Services**
- **David Dexter, Director, Financial Services and Treasurer**
- **Patrick Lee, Director, Policy Planning**
- **Paolo Masaro, Director, Design and Construction Services**
- **Grant Taylor, Director, Public Works Operations**
- **Jeff Stewart, Manager, Parks Operations**

Kelvin Kwan, Commissioner of Planning and Regulatory Services, provided introductory remarks regarding parks and trails in the municipality. He highlighted the importance of sustainability as a large portion of the City's infrastructure was nearing the end of its life cycle, and advised that staff were in attendance to receive all comments from the Committee.

Patrick Lee, Director, Policy Planning, reviewed how the City delivers parks and trails in collaboration with staff from various departments, and how the City plans for parks and trails by implementing the direction provided within approved strategies and Master Plans. He highlighted why a growing City needs parks and trails, the delivery process, and factors that contribute to how the City planned for parks and trails.

Paola Masaro, Director, Design and Construction, provided an overview of how the City budgets for new parks and trails, and how the City budgets for the revitalization, as well as the repair and replacement (R&R), of aging parks and trails. He explained the process used by staff to analyze the life-cycle stage of parks and trails, condition assessment to determine the greatest need for repair, scheduled revitalization and R&R in the 10-year capital forecast, and determination of detailed project budget through public consultation and design.

Jeff Stewart, Manager, Parks Operations, reviewed how the City budgets for the maintenance and operations of parks and trails, and highlighted the

example of a playground as an asset, and its target service level, work effort involved, and budget.

David Dexter, Director, Financial Services and Treasurer, provided an overview of the current financial pressures on the City's parks and trails, specifically related to an aging park system, and future (2020 to 2028) financial pressures related to the City's parks and trails including pressure on tax-supported reserves, reduction in cash-in-lieu of parkland funds, challenges with meeting repair and replacement requirements, and lower number of growth projects that are funded through development charges.

P. Lee presented the following options that could be considered by the City to be more sustainable:

- Acquire less land
- Design/build simpler parks and trails
- Utilize cash-in-lieu reserve funds towards revitalizing aging parks
- Reduce service levels for maintenance of parks and trails
- Build on the Integrated Lifecycle Planning approach to parks and trails, including reviewing Master Plans
- Advance review of Recreation Plan to coincide with 2020 review of Parks Plan

General discussion ensued regarding the pros and cons related to each of the options presented to become more sustainable, specifically related to uses within the *Planning Act* for cash-in-lieu of parkland; option of acquiring less land versus purchasing land while it is still available; focus on revitalizing and maintaining existing parks; re-evaluating standards and building simpler parks and trails, and limiting programming; updating the Parks Plan with new policy directives, and assessing in conjunction with the Recreation and Culture Plan; address service levels for parks and trails, particularly in high density areas; and finding synergies with other organizations such as the Toronto and Region Conservation Authority to provide, maintain and service parks and trails.

Committee members consented to staff reporting back at the September meeting of the Capital Sustainability Steering Committee with information and recommendations regarding the City's parks and trails that could be voted on individually.

### **4.3 Topic Introductions:**

#### Roads/Water and Sanitary

Dan Terziewski, Director, Development Engineering and Transportation, Paolo Masaro, Director, Design and Construction, and Bob Levesque, Manager, Roads Operations, introduced the topic of how the City delivers road infrastructure projects and reviewed the four areas for the delivery of services as follows:

- Corporate and Financial Services: Capital and Operating Budget
- Planning and Regulatory Services: Transportation Master Plan/UMESP; Capacity and Policy Based Decisions; New Infrastructure
- Environment and Infrastructure Services: Replace end of life assets; rural to urban reconstruction; replacing aging infrastructure (watermain and sanitary); storm drainage
- Community Services: Life cycle maintenance; asphalt resurfacing; curb and sidewalk repair; sewer cleaning, inspection and repair

Committee members provided feedback in terms of what information they would like incorporated into staff's presentation at the next meeting related to the delivery of road infrastructure projects including a financial breakdown including current and future pressures, impact on tax rate, and funding sources including Development Charges; service levels and resident expectations; policy framework; and opportunities with York Region and neighbouring municipalities.

#### David Dunlap Observatory (DDO)

Paolo Masaro, Director, Design and Construction, introduced the topic of the David Dunlap Observatory (DDO) and what could be done to be more sustainable. He noted that costs related to the DDO have increased, and that continued commitment and planned work would help achieve the vision of the DDO Master Plan. He advised that a Financial Sustainability Strategy would help guide the DDO Park (DDOP) and highlighted the differences between an active park and a passive park.

General discussion ensued regarding the pros and cons of an active park versus a passive park, elements they would like included in the DDOP, and the timing for the implementation of each element. Staff advised that meetings of the David Dunlap Observatory Park Project Steering

Committee were on hold until direction was given from the Capital Sustainability Steering Committee.

Committee members provided feedback in terms of what information they would like incorporated into staff's presentation at the next meeting related to the David Dunlap Observatory Park including options and timing for phasing them in, funding sources, and principle directions.

Moved by: Councillor West

a) That all comments from members of the Capital Sustainability Steering Committee regarding Roads/Water and Sanitary, and the David Dunlap Observatory (DDO), be received.

Carried

#### **4.4 Member Motion - Regional and Local Councillor DiPaola - New Fire Hall - North Leslie Area**

Regional and Local Councillor DiPaola introduced and provided background information regarding his Member Motion to defer the construction of a new Fire Hall in the North Leslie area until growth levels reach a number to warrant a new station.

Committee members discussed the implications of deferring the construction of a new Fire Hall on budget and service levels, and whether the municipality should still follow through with acquiring the land for the building despite a potential deferral of construction.

Moved by: Councillor West

a) That the Member Motion submitted by Regional and Local Councillor DiPaola regarding a New Fire Hall in the North Leslie Area be considered at the September meeting of the Capital Sustainability Steering Committee.

Carried

#### **5. Date of Next Meeting**

The next meeting of the Capital Sustainability Steering Committee was scheduled for Wednesday, September 18, 2019 at 1:30 p.m.

**6. Adjournment**

Moved by: Regional and Local Councillor DiPaola

That the meeting be adjourned.

Carried

The meeting was adjourned at 3:50 p.m.