



## **Capital Sustainability Steering Committee**

### **Minutes**

**CSSC#05-19**

**Tuesday, October 29, 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

Also in attendance: Councillor Muench

Staff Members Present:

N. Garbe, City Manager

I. Brutto, Commissioner of Environment and Infrastructure Services

M. Dempster, Commissioner of Corporate and Financial Services

K. Kwan, Commissioner of Planning and Regulatory Services

I. Simanovskis, Commissioner of Community Services

D. Dexter, Director, Financial Services and Treasurer

D. Joslin, Director, Recreation and Culture

N. Kalyvas, Director, Facility Design Construction and Maintenance

S. Kraft, Fire Chief

L. Maitre, Director, Infrastructure Delivery Services

M. Makrigiorgos, Regional and Local Councillor Chief of Staff

P. Masaro, Director, Design and Construction Services

T. Ricketts, Director, Corporate Asset Management and Environment Services

G. Taylor, Director, Public Works Operations

D. Terzievski, Director, Development Engineering and Transportation

L. Conde, Manager, Strategy and Government Relations

M. Dobbie, Manager, Park and Natural Heritage Planning

G. McLenaghan, Manager, Corporate Asset Management

L. Steckley, Manager, Recreation Programs

D. Flaherty, Constituency Assistant to the Regional and Local Councillor

P. Burton, Administrative Clerk

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.

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#04-19 held September 24, 2019**

Moved by: Councillor West

a) That the minutes of the Capital Sustainability Steering Committee meeting CSSC#04-19 held September 24, 2019 be adopted.

Carried

**4. Scheduled Business**

**4.1 Richmond Hill David Dunlap Observatory (RHDDO) - Memorandum from Paolo Masaro, Director, Infrastructure Delivery Services, dated October 29, 2019, regarding follow-up recommendations for the RHDDO**

Paola Masaro, Director, Design and Construction, advised that the memorandum distributed as Item 4.1 was a summary of the information received at the September meeting of the Capital Sustainability Steering Committee related to how the City intended to implement the vision outlined in the Richmond Hill David Dunlap Observatory (RHDDO) Master Plan, including the cost impacts associated with the Plan, and the general consensus of which alternative the Committee wanted to see pursued. He noted that there was further opportunity at today's meeting to provide additional information and direction to staff.

Committee members discussed the 16th Avenue entrance improvements to the RHDDO as a priority, pursuing Option 2 to extend the timeframe for the implementation of the RHDDO early priorities, and requested

clarification on the timeframe associated with the extension. Staff confirmed that they would report back through the David Dunlap Observatory Park Project Steering Committee on the timeframe for implementation and options related to the extension.

Committee members discussed the financial implications and funding sources for the RHDDO and impact on the 10 year capital plan.

Moved by: Regional and Local Councillor DiPaola

### **Recommendation 1**

- Approved at the  
December 18, 2019  
Council meeting

**a) That the memorandum from Paolo Masaro, Director, Infrastructure Delivery Services, dated October 29, 2019, regarding options for the Richmond Hill David Dunlap Observatory (RHDDO), be received;**

**b) That Option 2 to extend the timeframe for the implementation of the Richmond Hill David Dunlap Observatory Early Priorities be approved, and that staff report back to the David Dunlap Observatory Park Project Steering Committee on the timeframe for implementation and options related to the extension;**

**c) That the 16th Avenue entrance improvements to the Richmond Hill David Dunlap Observatory be advanced and considered as part of the Early Priorities.**

Carried

#### **4.2 Roads, Water and Wastewater - Memorandum from staff, dated October 29, 2019, regarding follow-up recommendations for Roads, Water and Wastewater**

Dan Terziewski, Director, Development Engineering and Transportation, highlighted the information contained in the memorandum distributed as Item 4.2 and the many initiatives underway in the City including updates to the Official Plan, Transportation Master Plan, Urban Master Environmental Servicing Plan, Asset Management Strategy and Development Charge By-law, and the recommended strategies associated with each that would provide specific actions towards financial sustainability in the future.

General discussion ensued regarding the number of non-urban roads remaining in the municipality and the process and prioritization used to determine when they would be urbanized, and the potential impact of sustainability measures on the road network.

Moved by: Councillor West

## Recommendation 2

- Approved at the  
December 18, 2019  
Council meeting

**a) That the memorandum from Paolo Masaro, Director, Infrastructure Delivery Services, and Dan Terzievski, Director, Development Engineering and Transportation, dated October 29, 2019, regarding options for Roads, Water and Wastewater in the City of Richmond Hill, be received;**

**b) That the updates to the Official Plan, Transportation Master Plan, Urban Master Environmental Servicing Plan, Asset Management Strategy and Development Charge By-law Update, as detailed in the memorandum dated October 29, 2019 from the Director, Infrastructure Delivery Services, and Director, Development Engineering and Transportation, be endorsed, and that staff report back to the Capital Sustainability Steering Committee.**

Carried

### 4.3 Operations Centre Yard Expansion - Presentation by Grant Taylor, Director, Public Works Operations

Grant Taylor, Director, Public Works Operations, made a presentation to the Committee regarding the Operations Centre Yard Expansion. He displayed an aerial photo of the Operations Centre to show the location of each of the main buildings and areas of the yard as a base for services provided, and reviewed the various Departments' involvement in the expansion as follows:

- Corporate and Financial Services: Primary DC Funding; Some Tax Supported Capital Reserve Funding; Potential Debt Funding (depending on timing)
- Community Services: Master Plan completed in 1999 (strategic long range growth plan); Insufficient covered space to seasonally store rolling stock; Weather adversely impacts equipment life cycles (e.g. hydraulics and components)
- Environment and Infrastructure Services: Facility, Design, Construction and Maintenance leading the detailed design, approvals and build process; Project Phasing Option (Year 1 - Civil and underground services, approximately \$10.45 million; and Year 2 - Frost free building and refurbishments, approximately \$11.45 million)

G. Taylor identified issues and challenges currently being experienced at the Operations Centre, specifically related to insufficient indoor and outdoor storage to secure municipally owned equipment, inventory and assets, and limit their exposure to various elements. He reviewed the new site plan for the yard, advising that it was in compliance with environmental regulations and standards.

Moved by: Regional and Local Councillor DiPaola

a) That the presentation by Grant Taylor, Director, Public Works Operations, regarding the Operations Centre Yard Expansion, be received.

Carried

**4.4 Operations Centre Upgrades and Expansion Capital Project Deferral - Memorandum from Ilmar Simanovskis, Commissioner, Community Services, dated October 29, 2019**

Ilmar Simanovskis, Commissioner of Community Services, provided an overview of the information contained in the memorandum distributed as Item 4.4 related to the Operations Centre Upgrades and Expansion Capital Project Deferral. He reviewed the status of various aspects of the upgrade of the Public Works Operations Facility, including the Master Development Planning Study for the Operations Centre which commenced in 1998; and noted the anticipated budget costs, funding options and option to postpone the request for funding from 2020 pending the completion of a value engineering and operational review exercise, with the results and funding request to be brought forward through the 2021 capital planning cycle.

Committee members discussed the pros and cons of conducting the value engineering and operational review exercise, funding sources for the expansion and option of debt financing, possibility of expanding the current site through land acquisition or looking to utilize satellite sites for storage of various equipment.

Moved by: Regional and Local Councillor DiPaola

**Recommendation 3**

- Approved at the  
December 18, 2019  
Council meeting

**a) That the memorandum from Ilmar Simanovskis, Commissioner, Community Services, dated October 29, 2019, regarding the Operations Centre Upgrades and Expansion Capital Project Deferral, be received;**

**b) That the Capital Sustainability Steering Committee endorse the value engineering and operational study of the Operations Centre Upgrades and Expansion Capital Project prior to the 2021 capital budget planning cycle.**

Carried

**4.5 Recreation Plan - Presentation by Darlene Joslin, Director, Recreation and Culture**

Darlene Joslin, Director, Recreation and Culture, made a presentation to the Committee regarding the Recreation Plan. She noted how the Recreation Plan, Tennis Strategy, Richmond Green Feasibility Study and 10 year Capital Budget all contributed to recreation service delivery in the municipality, and reviewed how the City delivered indoor recreation as follows:

- Plan: Analyze facility needs through Master Plan (Community Services); Secure land where required (Planning and Regulatory Services)
- Build: Design; Build (Environment and Infrastructure Services)
- Maintain and Operate: Daily Housekeeping (Community Services); State of Good Repair (Environment and Infrastructure Services); Renovation (Environment and Infrastructure Services); Program and Service Development and Implementation (Community Services)

D. Joslin highlighted benefits of recreation service delivery; the City's mission, vision and values for recreation; and current facility service levels. She reviewed the 2013 Recreation Plan including its policies, new facility development status, and facility re-purpose and renovation studies that were undertaken. D. Joslin concluded her presentation by summarizing the recreation forecast for 2020 to 2028, identifying current and future pressures, and options to be considered by the municipality to be more sustainable.

David Dexter, Director of Financial Services and Treasurer, provided an overview of the recreation financial forecast for 2020 to 2028, highlighting tax-supported reserves for maintaining facilities in good state of repair, and growth facilities including North Leslie Multi-Purpose and Air Support Structures.

D. Joslin concluded the presentation by identifying current and future pressures, and options to be considered by the municipality to be more sustainable.

Committee members discussed the review of the Recreation Plan and Culture Plan in conjunction with the Parks Plan as part of the 2020 capital budget process; future funding uncertainty and the impact of Bill 108; exploring private sector partnerships and expanding on naming rights for recreation facilities; use of heritage spaces for recreation; expansion of recreation facilities into the North Leslie area; and budget impact and funding sources.

Moved by: Councillor West

- a) That the presentation by Darlene Joslin, Director, Recreation and Culture, regarding the Recreation Plan, be received;
- b) That staff bring forward a memorandum to the next meeting of the Capital Sustainability Steering Committee providing direction and additional information based on the comments received by the Committee.

Carried

**5. Date of Next Meeting**

The next meeting of the Capital Sustainability Steering Committee is to be determined.

**6. Adjournment**

Moved by: Councillor West

That the meeting be adjourned.

Carried

The meeting was adjourned at 3:15 p.m.