



Capital Sustainability Steering Committee

Minutes

CSSC#01-20

Tuesday, February 25, 2020, 1:30 p.m.

Committee Room 1

225 East Beaver Creek Road

Richmond Hill, ON

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

Also in attendance: Councillor Beros
Councillor Muench
Councillor Cilevitz

Staff Members Present:

M. Dempster, Interim City Manager
S. Adams, Acting Commissioner of Corporate and Financial Services
P. Masaro, Acting Commissioner of Environment and Infrastructure Services
I. Simanovskis, Commissioner of Community Services
D. Dexter, Director, Financial Services and Treasurer
M. Gandhi, Director, Strategy, Innovation and Engagement
D. Joslin, Director, Recreation and Culture
M. Makrigiorgos, Regional and Local Councillor Chief of Staff
T. Ricketts, Director, Corporate Asset Management and Environment Services
G. Li, Manager, Capital and Development Financing
L. Maitre, Manager, Capital Infrastructure Planning and Project Management Office
L. Zilnik, Manager, Service Innovation
A. Rashvand, Project Manager, Strategy, Innovation and Engagement
A. Daneshvar, Administrative Assistant to Members of Council
S. Margolin, 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 additions:

- a) Motion - Civic Precinct Plans - (Item 4.4)
- b) Motion - Civic Administration Building and Steering Committee - (Item 4.5)

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#05-19 held October 29, 2019**

Moved by: Councillor West

- a) That the minutes of the Capital Sustainability Steering Committee meeting CSSC#05-19 held October 29, 2019 be adopted.

Carried

4. Scheduled Business

4.1 Member Motion - Regional and Local Councillor DiPaola - New Fire Hall - North Leslie Area - (referred from the June 19, 2019 meeting)

Moved by: Regional and Local Councillor DiPaola

Recommendation 1

- Approved at the
March 11, 2020
Council meeting

The Capital Sustainability Steering Committee recommends to Council:

Whereas growth in the North Leslie area has currently not materialized to the levels expected;

Whereas there is an impending decision from the Province of Ontario subsequent to their municipal review;

That building a new fire hall in the North Leslie area be deferred until growth advances to the levels expected to warrant a new station; and

That the Fire Chief monitor growth in the area and report back to Council when growth trends warrant proceeding; and

That no financial activity take place until the Fire Chief reports back.

Carried

4.2 Recreation and Culture - Memorandum from Darlene Joslin, Director, Recreation and Culture, dated November 25, 2019, regarding options for the Recreation Plan in the City of Richmond Hill

Darlene Joslin, Director, Recreation and Culture, advised that the memorandum distributed as Item 4.2 was a summary of the information received and general recommendations proposed at the October meeting of the Capital Sustainability Steering Committee related to Recreation and Culture. She noted that there was further opportunity at today's meeting for Committee members to ask questions of staff, and to provide additional information and direction.

General discussion ensued regarding consideration of the following as part of the review of the Recreation and Culture Plan and Parks Plan:

- Analysis of City-owned properties, including potential alternative uses, that are currently being leased out to local community organizations for their exclusive club use;
- Strategy for updating the user fees and subsidies policy for local community organizations;
- Municipally owned assets and life cycle planning going forward;
- Financing recommendations for future facility development including partnership opportunities, grants and naming rights;
- Consideration of age-friendly communities;
- Synergies with public libraries;
- Deferring development of the North Leslie Multi-Purpose facility and the amount budgeted in the 10-year capital plan; and
- Review of the need for a new permanent bocce facility as interim solutions have been put into place to meet the needs of the current users.

Staff confirmed each member of Council would be interviewed by the consultant for the review and updating of the Recreation and Culture Plan

and Parks Plan, noted that a comprehensive community engagement strategy would be undertaken as part of the process, and discussed the framework and terms of reference that the consultants would be working within.

Moved by: Councillor West

Recommendation 2

- Approved at the
March 11, 2020
Council meeting

The Capital Sustainability Steering Committee recommends to Council:

- a) That the review of the Recreation and Culture Plans be advanced to 2020 to coincide with the Parks Plan update;**
- b) That the review of the Recreation and Culture Plan include consideration of;**
 - i. Review of current facility inventory with respect to participation fill rates/use;**
 - ii. New and emerging trends in facility and program needs;**
 - iii. Facility, program and service level review and update;**
 - iv. Review facility to population ratio in the areas of ice, pools, indoor turf, fitness, gyms and program and meeting room spaces;**
 - v. Financing recommendations for future facility development including partnership opportunities, grants and naming rights;**
 - vi. Analysis of the City-owned properties currently being leased out to local community organizations for their exclusive club use;**
 - vii. Recommendations on deferring the development of the North Leslie Multi-Purpose facility identified in the current 10 year capital plan beyond the current 2022/23 time frame;**
 - viii. As directed by Council at the November 12, 2019 Budget Committee of the Whole meeting, that staff proceed with an option to build a new permanent bocce facility complete with convertible courts and amenities as identified in staff report SRCS.19.20, subject to review of the Recreation Master Plan update.**

Carried

4.3 Remaining Capital Areas Update - Memorandum from David Dexter, Director of Financial Services and Treasurer, dated February 14, 2020

David Dexter, Director, Financial Services and Treasurer, highlighted the information contained in the memorandum distributed as Item 4.3, noting that the Capital Sustainability Steering Committee had met five times to date and were able to review the majority of Capital categories which resulted in recommendations that went forward to Council for adoption. He identified three significant areas that had not yet been reviewed including Library Facilities and Assets, Civic Precinct, and Civic Administration Centre Space.

Mary-Anne Dempster, Interim City Manager, provided an update to the Committee regarding the Richmond Hill Public Library facilities and assets, and advised of the transition currently underway at the Library with the Library Board leading the recruitment for their new Chief Executive Officer (CEO), and the Board identifying the need for an updated Strategic Plan and Master Plan. M. Dempster asked that a placeholder be maintained for the money budgeted in the 2020 and 2021 capital budgets to update the Library's Strategic Plan and Master Plan as the new CEO, once hired, would lead these initiatives.

Members of the Committee were in agreement with the proposed approach to maintain the existing capital budgets for the Richmond Hill Public Library, and to put on hold the Library Facility and Expansion Projects.

Moved by: Regional and Local Councillor DiPaola

Recommendation 3

- Approved at the
March 11, 2020
Council meeting

The Capital Sustainability Steering Committee recommends to Council:

- a) That the existing capital forecast for the Library in the 10 year capital plan be maintained;**
- b) That the Library Facility and Expansion Projects be put on hold until the Library completes the updated Library Master Plan and presents to Council for endorsement.**

Carried

4.4 Civic Precinct Plans

Meeta Gandhi, Director, Strategy, Innovation and Engagement, provided background information and a historical timeline of the Civic Precinct project. She noted that with the commencement of the Richmond Hill Official Plan Review, that there was opportunity to evaluate a new approach to the Civic Precinct lands that would maintain them as passive parkland.

Committee members requested clarification regarding the use of the Civic Precinct lands as passive parkland and the associated capital and operating requirements, and noted that they were in agreement with evaluating the property through the Official Plan Review process.

Moved by: Regional and Local Councillor DiPaola

Recommendation 4

- Approved at the
March 11, 2020
Council meeting

The Capital Sustainability Steering Committee recommends to Council:

Whereas the Civic Precinct area at the southwest corner of Yonge Street and Major Mackenzie Drive is an important space in the centre of Richmond Hill;

Whereas staff were directed at the July 9, 2018 Council meeting “to report back on a revised scope of work for the Civic Precinct Project at the time that staff report back on alternate options to accommodate the Town Hall space needs;”

Whereas the work to accommodate City Hall space needs continues to be underway and is nearing completion;

Whereas the Richmond Hill Official Plan Review has commenced with the establishment of the Official Plan Update Committee on February 25, 2020 and the Civic Precinct area is part of the Official Plan Review;

Whereas there is an opportunity to evaluate a new approach for the Civic Precinct lands through the Official Plan Review that considers the extension of the subway to Richmond Hill, assesses intensification options to support future growth and supports the Downtown area through greater integration and mix of uses including private and public amenities;

Therefore Be It Resolved:

i. That the use of the Civic Precinct lands at the southwest corner of Yonge Street and Major Mackenzie Drive be determined by the Official Plan Review.

ii. That subject to the appropriate zoning, the lands be used as passive parkland until such time as the Official Plan Review is conducted;

iii. That staff report back to the Capital Sustainability Steering Committee in Q2 2020 on incremental capital and operating requirements to maintain the Civic Precinct lands as passive parkland.

Carried

4.5 Civic Administration Building and Steering Committee

Mary-Anne Dempster, Interim City Manager, provided an update to the Committee regarding the Civic Administration Building. She advised that following direction from Council, staff were undertaking an exercise to revisit the Civic Administration Centre space requirements and were looking into alternate options to accommodate future administrative growth. She further advised that different options such as working remotely or hoteling were being examined, and that the least cost option to accommodate civic administration space requirements was to remain in the current administrative building. M. Dempster advised that the work associated with this exercise was almost complete, and that the findings and recommendations would be reported directly to Council in the Accommodation Study Report.

General discussion ensued regarding the timeline for the Report and whether renovations to the current administrative building would be included for consideration as additional civic administration space was no longer immediate. Committee members were in agreement with the updated approach to the civic administration space requirements, and that there was no longer a need for the Civic Administration Centre Project Steering Committee as the findings would be presented directly to Council.

Moved by: Regional and Local Councillor DiPaola

Recommendation 5

- Approved at the
March 11, 2020
Council meeting

The Capital Sustainability Steering Committee recommends to Council:

Whereas Council on August 24, 2018 directed staff to conduct an accommodation study to review alternative options to accommodate City Hall space requirements;

Whereas Council on February 4, 2019 approved the establishment of a Civic Administration Centre Project Steering Committee to review and provide advice with respect to the program and design concept of a Civic Administration Centre;

Whereas the Accommodation Study Report is in the process of being finalized;

Whereas the necessity for additional civic administration space is not immediate and the City is in the process of exploring options for working remotely, mobile and hoteling;

Whereas the least cost option to accommodate civic administration space requirements is to undertake renovations of 225 Est Beaver Creek and leverage other City owned satellite spaces;

Therefore Be It Resolved:

- i. That the Civic Administration Centre Project Steering Committee be dissolved.**
- ii. That the Accommodation Study Report be presented directly to Council once complete.**
- iii. That staff report back to the Capital Sustainability Steering Committee in Q2 2020 on incremental capital requirements to renovate the existing facilities.**

Carried

5. Date of Next Meeting

The next meeting of the Capital Sustainability Steering Committee is to be scheduled in June 2020.

6. Adjournment

Moved by: Regional and Local Councillor DiPaola

That the meeting be adjourned.

Carried

The meeting was adjourned at 2:40 p.m.