



## **Capital Sustainability Steering Committee**

### **Minutes**

**CSSC#04-19**

**Tuesday, September 24, 2019, 2:30 p.m.**

**Committee Room 1**

**225 East Beaver Creek Road**

**Richmond Hill, Ontario**

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

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  
A. Dimilta, City Solicitor  
D. Joslin, Director, Recreation and Culture  
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  
C. Greco, Manager, Real Estate  
R. Hui, Manager, Transportation  
G. Li, Manager, Capital and Development Financing  
A. Mandatori, Manager, Facility Engineering Services  
G. McLenaghan, Manager, Corporate Asset Management  
S. von Kursell, Manager, Policy

M. McCallum, Project Manager, Parks and Open Space  
H. Ng, Senior Transportation Planner  
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#03-19 held June 19, 2019**

Moved by: Regional and Local Councillor DiPaola

a) That the minutes of the Capital Sustainability Steering Committee meeting CSSC#03-19 held June 19, 2019 be adopted.

Carried

**4. Scheduled Business**

**4.1 Parks and Trails - Memorandum from staff dated September 11, 2019  
regarding options for parks and trails within the City of Richmond  
Hill**

Mary-Anne Dempster, Commissioner of Corporate and Financial Services, reviewed the information and direction given to staff at the June meeting of the Capital Sustainability Steering Committee, and advised that the memorandum was included as an item on the agenda to provide Committee members with options for consideration related to parks and trails within the City of Richmond Hill.

Committee members discussed the use of linear parks for residents in higher density residential developments in Richmond Hill's centres and corridors; how to meet parkland needs for residents in multi-unit dwellings; creating linkages and connections between new developments and existing parks; pros and cons of a passive park versus an active park; the

public consultation process that would be undertaken; impact of the parks and trails options on the budget; and utilizing an integrated lifecycle planning approach through the review of the Parks, Recreation and Culture Plans.

Moved by: Councillor West

### **Recommendation 1**

- 1) That the review of the Parks, Recreation, and Culture Plans be advanced to 2020, utilizing an integrated lifecycle planning approach;**
- 2) That the review of the Parks Plan include consideration of:**
  - a. Understanding the park and recreation needs of residents in higher density developments;**
  - b. Investigating the use of linear parks in high density developments to direct residents to established parks; and**
  - c. Designing and building more cost effective parks.**
- 3) That a target of \$3 million annual tax supported capital funding for the revitalization and repair/replacement of parks be endorsed; and**
- 4) That staff explore and report back on opportunities to optimize the use of cash-in-lieu of parkland funds for both park acquisition and the revitalization and repair/replacement of parks.**

Carried

### **4.2 Roads, Water and Wastewater - Presentation by Paolo Masaro, Director, Design and Construction Services, and Dan Terzievski, Director, Development Engineering**

Paola Masaro, Director, Design and Construction, and Dan Terzievski, Director, Development Engineering and Transportation, made a presentation to the Committee regarding how the City of Richmond Hill plans, delivers and funds Roads, Water and Wastewater. They reviewed how the City identified infrastructure needs; discussed growth within the municipality specifically related to the Transportation Master Plan (TMP) and Urban Master Environmental Servicing Plan (UMESP), and reviewed the State of Good Repair for Roads and Wastewater highlighting details of the programs and Capital Forecast for the years 2020 to 2028.

P. Masaro and D. Terzievski identified future pressures including Other Government Jurisdictions, Development Related, and Legislative Changes, and recommended strategies to move forward as follows:

- Update Official Plan (planned 2020)
- Update Transportation Master Plan/Urban Master Environmental Servicing Plan (underway)
- Development Asset Management Strategies (2020 budget request)
- Update Development Charges
- Update Standards (2020 budget request)

General discussion ensued regarding the Federal, Provincial and Regional projects impacting the municipality, their anticipated costs, funding sources and potential tax implications; recommended strategies for the TMP update, specifically reassessing the level of service standards and partnership project contributions and alignments; recommended strategy for the Development Charges update; and the maintenance and standards for public versus private roads.

Moved by: Councillor West

a) That the presentation by Paolo Masaro, Director, Design and Construction Services, and Dan Terzievski, Director, Development Engineering, regarding Roads, Water and Wastewater in the City of Richmond Hill, be received.

Carried

#### **4.3 Richmond Hill David Dunlap Observatory (RHDDO) - Presentation by Paolo Masaro, Director, Design and Construction Services**

Paolo Masaro, Director, Design and Construction Services, made a presentation to the Committee regarding the Richmond Hill David Dunlap Observatory (RHDDO) and how the City intended to implement the vision outlined in the RHDDO Master Plan. He acknowledged that the RHDDO was designated as a National Historic Site of Canada; reviewed the Master Plan for the site including early priorities (year 1 to 5), medium priorities (year 5 to 10), late priorities (year 10+) and park access points; highlighted planned phasing based on the approved Master Plan; and identified funding sources including the Cash-in-Lieu of Parkland Reserve Fund.

P. Masaro presented four financial sustainability alternatives for the RHDDO, and detailed the pros and cons for each option:

- Option 1 – Continue Early Priorities as Planned
- Option 2 – Extend Timeframe for Implementation of Early Priorities
- Option 3 – Maintain Passive Park Indefinitely following completion of Early Priorities
- Option 4 – Temporary Deferral of all RHDDO Master Plan Park Work

He concluded the presentation by identifying additional considerations including viewing the RHDDO as a priority for grant and alternative sources of funding, maintaining or extending the timeframe for achieving passive versus active park, and revisiting the Master Plan vision for medium and long term elements.

Committee members discussed the feasibility of each of the four options presented, and were in general agreement to pursue Option 2 as it extended the timeframe for the implementation of the early priorities for the RHDDO.

Committee members discussed the entranceway to the RHDDO from 16<sup>th</sup> Avenue and noted that improvements were needed to allow for a clear access point to the site for residents.

Moved by: Councillor West

- a) That the presentation by Paolo Masaro, Director, Design and Construction Services, regarding the Richmond Hill David Dunlap Observatory (RHDDO) be received;
- b) That staff bring forward a memorandum to the October 29, 2019 Capital Sustainability Steering Committee meeting providing direction and additional information related to Option 2, Extend Timeframe for Implementation of Early Priorities, for the RHDDO.

Carried

#### **4.4 Topic Introductions:**

##### Recreation Plan

Darlene Joslin, Director, Recreation and Culture, introduced the topic of the Recreation Plan and reviewed how the City delivers indoor recreation:

- 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 reviewed the process undertaken for the Recreation Master Plan and noted that the recreational needs of the community has changed over the years.

General discussion ensued regarding how the Recreation Master Plan process was managed and potential partnership opportunities.

#### Operations Centre

Grant Taylor, Director, Public Works Operations, introduced the topic of the Operations Centre and addressed the yard expansion:

- Corporate and Financial Services: Primary DC Funding; Some Tax Supported Capital Reserve Funding; Potential Debt Funding (depending on timing)
- Environment and Infrastructure Services: Facility, Design, Construction and Maintenance leading the detailed design, approvals and build process; Project Phasing Option (Year 1 and Year 2)
- 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)

Committee discussed early design and approvals, the yard expansion being completed in phases, and estimated total costs.

#### Real Estate Portfolio

Antonio Dimilta, City Solicitor, introduced the topic of real estate and reviewed the process for the acquisition and disposal of property by the City of Richmond Hill, and provided an overview of the use of the Property Divestiture and Acquisition Reserve Fund.

Moved by: Councillor West

a) That all comments from members of the Capital Sustainability Steering Committee regarding the Recreation Plan, Operations Centre, and Real Estate Portfolio, be received.

Carried

**5. Date of Next Meeting**

The next meeting of the Capital Sustainability Steering Committee was scheduled for Tuesday, October 29, 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 4:25 p.m.