



## **Capital Sustainability Steering Committee**

### **Minutes**

**CSSC#02-24**

**Tuesday, March 19, 2024, 1:30 p.m.**

**Council Chambers**

**225 East Beaver Creek Road**

**Richmond Hill, Ontario**

A Capital Sustainability Steering Committee meeting of the Council of the City of Richmond Hill was held on Tuesday, March 19, 2024 at 1:30 p.m. in Council Chambers via videoconference.

Committee Members present in Council Chambers:

Mayor West (Chair)  
Regional and Local Councillor Chan  
Councillor Davidson

Committee Members present via videoconference:

Regional and Local Councillor DiPaola  
Councillor Cilevitz

Also in attendance via videoconference:

Councillor Thompson  
Councillor Shiu

Staff Members present in Council Chambers:

D. Joslin, City Manager  
G. Li, Director, Financial Services and Treasurer  
L. Chen, Manager, Fiscal Planning and Strategy  
L. Conde, Manager, Strategy and Government Relations  
S. Tsenis, Manager, Corporate Asset Management  
S. Huycke, City Clerk  
R. Ban, Deputy City Clerk  
K. Hurley, Council/Committee Coordinator  
C. Connolly, Legislative Services Assistant

Staff Members present via videoconference:

S. Adams, Commissioner of Corporate and Financial Services  
G. Galanis, Acting Commissioner of Planning and Building Services  
P. Masaro, Commissioner of Infrastructure and Engineering Services  
T. Steele, Commissioner of Community Services  
H. Punia, Chief of Staff to the Mayor  
B. Levesque, Director, Infrastructure Delivery  
D. Selicean, Capital and Reserves Management Advisor

**1. Call to Order**

The Chair called the meeting to order at 1:30 p.m.

**2. Adoption of Agenda**

Moved by: Councillor Davidson

That the agenda be adopted as distributed by the Clerk.

Carried

**3. 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*.

**4. Adoption of Previous Minutes**

**4.1 Minutes - Capital Sustainability Steering Committee meeting  
CSSC#01-24 held January 30, 2024**

Moved by: Regional and Local Councillor Chan

a) That the minutes of Capital Sustainability Steering Committee meeting CSSC#01-24 held January 30, 2024 be adopted.

Carried

**5. Delegation(s)**

There were no delegations.

## **6. Scheduled Business**

### **6.1 SRCFS.24.012 - 2025 - 2033 Capital Forecast**

#### **- Presentation by Gigi Li, Director, Financial Services and Treasurer**

Gigi Li, Director, Financial Services and Treasurer, made a presentation to the Committee regarding the 2025 - 2033 Capital Forecast. She reviewed the Capital Investment Planning Process including the three categories of Capital Projects: growth, enhancements, and state of good repair; provided an overview of the 2025 - 2033 Capital Forecast; and explained the Capital Expenditure Factors for the various Master Plans, Strategies and Financial Studies including applicable legislation and partnerships.

G. Li provided details related to the Capital Expenditure Forecast, Capital Funding Factors, Capital Funding Sources, and Capital Funding Forecast; and explained the impact on the Capital Forecast by Tax Supported Reserve Funds, Rate Supported Reserve Funds, Development Charges Reserve Funds, Cash-in-lieu of Parkland Reserve Funds, and the Canada Community Building Fund. G. Li concluded the presentation by going over the Financial Sustainability Strategy and reviewing proposed agenda items for the upcoming meetings scheduled in 2024.

General discussion ensued regarding other municipalities in Ontario and if they were being faced with the same challenges and financial pressures related to capital infrastructure funding, investments and expenditures; existing revenue sources for municipalities and if there were other revenue sources that could be explored, for example grant opportunities or sponsorships, to assist in funding capital infrastructure; potential changes to the scope of capital projects, as well as their delivery and services; and options for cost savings to manage the anticipated funding shortfall.

Committee members further discussed how capital investments, projects and strategic decisions would be prioritized, and the impact of new provincial legislation on capital expenditures and funding.

Moved by: Councillor Davidson

a) That staff report SRCFS.24.012 regarding the 2025 - 2033 Capital Forecast, and the presentation by Gigi Li, Director, Financial Services and Treasurer, be received.

Carried Unanimously

**7. Adjournment**

Moved by: Regional and Local Councillor Chan

That the meeting be adjourned.

Carried Unanimously

The meeting was adjourned at 2:46 p.m.