



## General Purposes Committee

Date: Monday, September 20, 2010

Place: Anderson Room  
Richmond City Hall

Present: Councillor Greg Halsey-Brandt, Acting Chair  
Councillor Derek Dang  
Councillor Evelina Halsey-Brandt  
Councillor Ken Johnston  
Councillor Harold Steves

Absent: Mayor Malcolm D. Brodie  
Councillor Linda Barnes  
Councillor Sue Halsey-Brandt  
Councillor Bill McNulty

Call to Order: The Chair called the meeting to order at 4:00 p.m.

### MINUTES

It was moved and seconded

*That the minutes of the meeting of the General Purposes Committee held on Tuesday, September 7, 2010, be adopted as circulated.*

**CARRIED**

### COMMUNITY SERVICES DEPARTMENT

1. **WINTERFEST 2011**  
(File Ref. No.: 11-7000-01) (REDMS No. 2980261 v.7)

A discussion ensued about the feasibility of hosting Winterfest 2011 at the Richmond Oval site rather than at the City Hall precinct. Concerns were expressed about holding the event at an outdoor site in case it rains on the day of the event.

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In reply to queries from Committee, Anne Stevens, Senior Manager, Enterprises Services Division, provided the following information:

- Although Winterfest was hosted at the Richmond Oval in 2009, the Richmond Oval is not being proposed as the host site for 2011;
- 2009 was unique as Winterfest was a part of the Oval Opening celebration, and it was not called Winterfest, however the Oval was not proposed as the host site for 2010 because the Olympics were being held at that time and historically Winterfest has been held at the City Hall Precinct site;
- if there is a shortage of funding to host the event, a request may be made to the City for additional funding or the event may be downsized by reducing the programs;
- a more conservative number of attendees are predicted at this year's event in comparison to 2009; and
- the City needs to focus on securing sponsorship revenue and support for the event as it may be challenging due to the economic downturn.

In conclusion, staff advised that the feasibility of hosting Winterfest 2011 at the Richmond Oval would be investigated.

It was moved and seconded

*That the report be referred back to staff and that staff investigate alternative options for hosting Winterfest 2011 at the Oval and provide further information, including (1) the availability of the Richmond Oval site, and (2) the costs associated with hosting the event at the Richmond Oval as a City event; and (3) whether or not the Oval is planning to host a winter public event itself.*

**CARRIED**

### 2. **GATEWAY THEATRE: MATERIAL TERMS FOR OPERATING AGREEMENT**

(File Ref. No.: 11-7000-01) (REDMS No. 2957703)

Jane Fernyhough, Director, Arts, Culture & Heritage Services provided background information regarding the proposed recommendations.

A discussion ensued during which the following was noted:

- a nine member smaller Board has been proposed for the Richmond Gateway Theatre Society (RGTS). The number of Board members appointed by the City would be reduced to two and the other seven would be elected from the Gateway membership;
- with the proposed changes, the City's involvement would be more arm's length than it is at this time; and

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- under the current agreement, the City provides a grant which can only be used for administration costs. Under the proposed agreement, the City would provide an annual un-conditional grant that would not be tied to a specific type of expense, allowing the RGTS more flexibility in how the funds are spent, including subsidizing productions.

During the discussion, Committee members expressed concerns about: (i) the proposal to have the City appointed Council member act as liaison rather than a Director with voting rights; and (ii) the proposal to allow the RGTS to use the City funding for purposes other than administrative expenses.

Simon Johnston, General Manager, Richmond Gateway Theatre Society, advised that the RGTS had worked on the proposal with the City, and the proposed agreement would provide more accountability and transparency. He also mentioned that the new approach to the budget would be far more efficient, and that the Board was extremely supportive of the proposed agreement.

In answer to queries, Mr. Johnston provided the following advice:

- if the proposed agreement was approved, the reduction in Board members would be put before the next Annual General Meeting, scheduled to take place in November 2011;
- the RGTS has run a number of services resulting in an overall reduction in the deficit, however, the RGTS had realized a paper loss in its administration grant account due to vacation and overtime for staff who leave; and
- the accumulated deficit related to programming is currently approximately \$31,000.

In answer to queries, staff advised that:

- under the new agreement, the RGTS would be responsible for expenses associated with staff members at the Theatre who have not taken vacation;
- the City is not responsible for the approximately \$31,000 deficit and under the current agreement and that the deficit may not be funded from the administrative grant provided by the City; and
- that there would not be an automatic increase in the cost to the City.

It was moved and seconded

- (1) ***That the Material Terms for the Operating Agreement between the City of Richmond and the Richmond Gateway Theatre Society as to be used as the basis for the updated Operating Agreement be endorsed; and***

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- (2) *That the CAO & General Manager, Community Services be authorized to execute the Operating Agreement with the Richmond Gateway Theatre Society that includes the Material Terms as outlined in the staff report from the Director, Arts, Culture & Heritage Services dated September 14, 2010.*

The question on the motion was not called, as the following **amendment** motion was introduced:

It was moved and seconded

*That the following be added as 1(a): “except that the City-appointed Council member to the Richmond Gateway Theatre Society Board will remain as a voting Director on the Board.”*

**CARRIED**

OPPOSED: Cllrs. Dang  
Johnston

Discussion continued about the way in which the City grant is used under the current agreement and how it may be used under the proposed agreement. As a result of the discussion, the following **amendment** motion was introduced:

It was moved and seconded

*That the following be added as 1(b): “and that the City funded administrative account remain as a separate operating grant.”*

The question on the motion was not called as members of Committee expressed their support for and against the proposed operating agreement. The question on the amendment motion was then called and it was **DEFEATED** with Cllrs. Dang, E. Halsey-Brandt, and Johnston opposed.

The question on the main motion as amended to read as follows:

- (1) *That the Material Terms for the Operating Agreement between the City of Richmond and the Richmond Gateway Theatre Society as to be used as the basis for the updated Operating Agreement be endorsed;*
- (a) *“expect that the City appointed Council member to the Richmond Gateway Theatre Society Board will remain as a voting Director on the Board.”*
- (2) *That the CAO & General Manager, Community Services be authorized to execute the Operating Agreement with the Richmond Gateway Theatre Society that includes the Material Terms as outlined in the staff report from the Director, Arts, Culture & Heritage Services dated September 14, 2010.*

was then called, and it was **CARRIED** with Cllr. G. Halsey-Brandt opposed.

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**CHIEF ADMINISTRATOR'S OFFICE**

3. **OLYMPIC BRANDING STRATEGY – COMMEMORATIVE BOOK**  
(File Ref. No.:) (REDMS No. 2980106)

Ted Townsend, Senior Manager, Corporate Communications advised that a presale advertising campaign in the Richmond News would be launched to promote the commemorative book. Final orders will be based on the success of the presale campaign with the goal to have the books available for Christmas.

A suggestion was made for the book to include an extensive section on the Richmond Olympic Oval building so that it would have longer lasting appeal.

It was moved and seconded

*That the Olympic Branding Strategy – Commemorative Book be approved.*

**CARRIED**

**OTHER ITEMS**

4. **BANKED HOURS AND PAYOUT OF OVERTIME**

The Acting Chair distributed and discussed a referral motion regarding the payout of overtime and banked hours. As a result,

It was moved and seconded

- (1) *That staff report back to the General Purposes Committee by the end of October on the policy regulating banked hours or payouts from overtime, vacation allowance and sick time. How are these accumulated, used up and what are the maximum accumulations. Are the banked hours funded or unfunded?*
- (2) *That staff report back to the General Purposes Committee by the end of October on City positions that have banked time and the amount of time that is banked for each position.*

The question on the motion was not called as a query was made about whether the report would pertain to union staff or exempt staff, and it was clarified that the report would address both union and exempt staff.

The question on the referral motion was then called and it was **CARRIED**.

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### 5. BLINDS IN THE ANDERSON ROOM

Discussion continued regarding the coverage provided by the blinds in the Anderson Room at City Hall and the difficulties when viewing presentations during meetings. As a result of the discussion, the following referral **motion** was introduced:

It was moved and seconded

*That staff report back to the General Purposes Committee with information related to upgrading the blinds in the Anderson Room at City Hall to provide black-out coverage.*

**CARRIED**

### ADJOURNMENT

It was moved and seconded

*That the meeting adjourn (4:46 p.m.).*

**CARRIED**

Certified a true and correct copy of the Minutes of the meeting of the General Purposes Committee of the Council of the City of Richmond held on Monday, September 20, 2010.

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Councillor Greg Halsey-Brandt  
Acting Chair

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Shanan Dhaliwal  
Executive Assistant  
City Clerk's Office