



General Purposes Committee

Date: Monday, December 12, 2011

Place: Anderson Room
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Chak Au
Councillor Linda Barnes
Councillor Evelina Halsey-Brandt
Councillor Ken Johnston
Councillor Bill McNulty
Councillor Linda McPhail
Councillor Harold Steves

Absent: Councillor Derek Dang

Call to Order: The Chair called the meeting to order at 4:07 p.m.

AGENDA ADDITIONS

It was moved and seconded

That the following matters be added to the agenda: Item No. 5 - City Subsidized Events and Exclusive Commercial Arrangements; and Item No. 6 - The Onni Site.

CARRIED

MINUTES

It was moved and seconded

That the minutes of the meeting of the General Purposes Committee held on Monday, November 7, 2011, be adopted as circulated.

CARRIED

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BUSINESS & FINANCIAL SERVICES DEPARTMENT

1. **ROKAPA MANAGEMENT LTD., DOING BUSINESS AS WELL PUB
6511 BUSWELL STREET RE-LOCATION OF LIQUOR PRIMARY
LICENCE**

(File Ref. No. 12-8275-05/2011-Vol 01) (REDMS No. 3405681)

Glenn McLaughlin, Chief Licence Inspector & Risk Manager, advised that the City provides comments to the Provincial Liquor Control and Licensing Branch (LCLB) on noise, traffic and community impact, however there will not be such an impact from the relocation the existing Liquor Primary License Area to another area within the same premises.

A discussion ensued about:

- the history of the establishment's business license applications, and whether it would be appropriate for the City to provide comments;
- the pub's interior physical set up and additional seating in the Food Primary area;
- the LCLB regulation which stipulates that an establishment may have one liquor license for each retail store; and
- whether it is acceptable to move the Well Pub in Legends to an area of dormant space within the establishment.

Staff was requested to provide further information on the rules and regulations related to the matter as well as concerns related to the relocation of the Well Pub within the premises and any related community impact.

It was moved and seconded

That the liquor license amendment application submitted by Rokapa Management Ltd., doing business as Well Pub, to re-locate their liquor primary licensed area within the premises, be referred back to staff to provide further information on the details regarding having one pub with two liquor licenses with a dormant seating area and whether the application would have any impact on the community.

The question on the motion was not called, as discussion ensued about the application of LCLB rules in relation to the establishment's specific scenario.

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

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CORPORATE SERVICES DEPARTMENT

2. **2011 GENERAL LOCAL AND SCHOOL ELECTION – OFFICIAL RESULTS**

(File Ref. No.: 12-8125-01) (REDMS No. 3415375)

David Weber, Director, City Clerk's Office, was available to answer questions.

It was moved and seconded

- (1) *That the Declaration of Official Results for the 2011 General Local and School Election (attached to the report dated November 30, 2011 from the Chief Election Officer) be received for information by Richmond City Council in accordance with the requirement of Section 148 of the Local Government Act; and*
- (2) *That staff report back on the election program generally and on the various new initiatives that were implemented for the 2011 election.*

The question on the motion was not called, a discussion ensued about:

- the number of spoiled ballots in the 2011 Election. It was noted that the most common reason for spoiled ballots results from over-voting for a particular competition, and that the number of spoiled ballots in 2011 was not unusual;
- how the automated vote counting machines alert voters about spoiled ballots. Voters are then given an opportunity to check their ballot and request a new one. In rare cases when an elector chooses not to fill out a new ballot, the machine is capable of accepting the spoiled ballot, however the machine will only tabulate valid votes for any particular contest, and votes for contests that were over-voted would be rejected;
- concerns from voters about voting places that were not used in the 2011 Election, but have been open in previous years;
- accessibility issues at the General Currie voting location, it was noted that voters had to walk a long way to arrive at the school's gym doors, and in past elections the front doors have been open;
- how the City Centre had been under serviced in previous years, making it necessary to redistribute voting places in 2011 to the area from other areas in the City; and
- the feasibility of expanding the number of voting places in the future.

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

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3. **2012 COUNCIL AND COMMITTEE MEETING SCHEDULE**

(File Ref. No.: 01-0105-00) (REDMS No. 3350243)

It was moved and seconded

That the 2012 Council and Committee meeting schedule, attached to the staff report dated December 6, 2011, from the Director, City Clerk's Office, be approved, subject to the following revisions as part of the regular August meeting break:

- (1) *That the Regular Council Meetings (open and closed) of August 13 and August 27, 2012 be cancelled;*
- (2) *That the August 20, 2012 Public Hearing be re-scheduled to Wednesday, September 5, 2012 at 7:00 pm in the Council Chambers at Richmond City Hall.*

CARRIED

COMMUNITY SERVICES DEPARTMENT

4. **PROCESS FOR EVALUATING AND APPROVING REQUESTS FOR FINANCIAL SUPPORT FOR MAJOR SPORTING EVENTS**

(File Ref. No.:) (REDMS No. 3423236)

Cathryn Volkering Carlile, General Manger, Community Services, joined by John Mills, General Manager, Richmond Olympic Oval, and Mike Romas, Manager, Sport Hosting, circulated a revised version of Attachment 1 - *City of Richmond Sport Hosting Task Force - Amended Terms of Reference*, which is attached, and forms part of these minutes as Schedule 1.

A discussion then took place about:

- further amending Attachment 1 - *City of Richmond Sport Hosting Task Force - Amended Terms of Reference*, to include a fourth bullet under the title "Purpose", to state that review and recommendation on the allocation of funding for sporting events over \$25,000 be undertaken by the General Purposes Committee, through staff for final approval;
- providing all members of Council with a copy of the Sport Hosting Strategy Implementation Plan;
- Major Sport Event Eligibility Guidelines, in particular the rationale for limiting the Major Sport Events that will be considered during a single calendar year to three in order to stay within the \$500,000 annual contribution budget towards sport hosting;

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- the difference between bidding and hosting. A bid requires a business case and a budget which provides information on how much of an investment would be needed;
- the definition of a Major Sport Event; and
- the role of Council to handle any events that may be considered unconventional.

It was moved and seconded

(1) *That recommendations 1 through 4 as outlined in the report entitled “Process for Evaluating and Approving Requests for Financial Support for Major Sporting Events” from the General Manager, Richmond Olympic Oval, be approved; and*

(2) *That Attachment 1 “City of Richmond Sport Hosting Task Force Amended Terms of Reference” be amended by adding the following sentence:*

“to review and make recommendation on the allocation of funding for sporting events over \$25,000 to the General Purposes Committee, through staff, for final approval,

to the Purposes section of the Terms of Reference.

CARRIED

5. CITY SUBSIDIZED EVENTS AND EXCLUSIVE COMMERCIAL ARRANGEMENTS

A brief discussion ensued about concerns related to City subsidized events for which organizers make exclusive arrangements with businesses such as hotels. Comments were made about the necessity for guidelines and Committee members expressed their views on the fairness of exclusive arrangements.

It was moved and seconded

That staff report back on a policy for City subsidized events and the possibility of non-exclusive commercial arrangements.

CARRIED

6. ONNI SITE

A brief discussion ensued about concerns related to damage to the boardwalk in Steveston resulting from construction at the Onni site. Joe Erceg, General Manager, Planning and Development, and Robert Gonzalez, General Manager, Engineering and Public Works, advised that a stop work order had been put in place at the site, and staff were now monitoring the dyke. The developer has had a technical engineer visit the site, and must now make a determination on how to proceed forward with the restoration of the dyke without disturbing it further.

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It was suggested that an alert be put along the boardwalk to advise the public that the City is aware of and is addressing the issue.

It was moved and seconded

That the oral report on the Onni Site in Steveston be received for information.

CARRIED

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:00 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, December 12, 2011.

Mayor Malcolm D. Brodie
Chair

Shanan Dhaliwal
Executive Assistant
City Clerk's Office

Refers to Item # 4
General Purposes Agenda
December 12, 2011

Schedule 1 to the minutes of the
General Purposes Committee
meeting held on Monday, December
12, 2011

ATTACHMENT 1

**CITY OF RICHMOND
SPORT HOSTING TASK FORCE**

Amended TERMS OF REFERENCE (new amendments in bold)

Vision

The vision for the City of Richmond's Sport Hosting Strategy is to be the premier sport hosting community in Canada for provincial, national and international events while growing and integrating our local sport community.

Purpose

The Task Force is intended to be a small working group contributing to the success of the Richmond Sport Hosting Program. The purpose of the Sport Hosting Task Force is:

- to provide advice and guidance to the Richmond Sport Hosting Office.
- to review and decide on sport hosting incentive grant funding.
- to review and decide on the allocation of funding up to \$25,000 for up to (3) **three sport events in a calendar year** where financial support is either more than the current hosting incentive grant limits or the event is outside the hosting incentive grant program criteria

Membership

The Richmond Sport Council, Richmond Olympic Oval Corporation, Tourism Richmond and the City of Richmond will be represented on this Task Force.

The Manager, Sport Hosting and Manager, Sports & Community Events will represent the City of Richmond. The City will invite each of the partners to submit names of a representative and an alternate (in case of illness to representative) to serve on the Task Force.

Members are expected to attend all meetings. If a member is unable to attend a meeting, an alternate is required.

The Sport Hosting Task Force has the authority to create sub committees to work on a variety of initiatives. Sub committees may include members from outside the Task Force.

The City of Richmond's Manager Sport Hosting, will chair the Task Force.

Term

The term of the Richmond Sport Hosting Task Force is directly aligned with the term of the Agreement between the City of Richmond and Tourism Richmond or earlier, if Council chooses.

The Sport Hosting Task Force members will have a three-year term, effective from their appointment.

Objectives and Expectations

The Sport Hosting Task Force will:

Seek staff, stakeholder and public input and feedback throughout the process.

Advise the City on building a unified vision and plan for sport hosting initiatives beyond 2010.

Offer the City ongoing advice to ensure the community of Richmond capitalizes on and receives the maximum benefits and legacies from future sport events hosted in Richmond.

Advise and identify opportunities that add value, dimension and benefit to the community.

Advise on opportunities to ensure the vision of the Sport Hosting Strategy is promoted and adhered to - *To be the premier sport hosting community in Canada for regional, provincial, national and international events while growing and integrating our local sport community.*

Advise on how to position Richmond as the preferred location and premier sport host for existing events and targeted regional, provincial, national and international events.

Offer ongoing advice to increase Richmond's capacity to host sporting events and conferences.

Review and decide on the allocation of sport hosting grants to eligible sport organizations.

Review and decide on the allocation of funding up to \$25,000 for major sport events where financial support is either more than the current hosting incentive grant limits or the event is outside the hosting incentive grant program criteria.

Review and make recommendation on the allocation of funding for sporting events over \$25,000 to the General Purposes Committee, through staff, for final approval.

Advise about ongoing initiatives to promote community involvement in sport hosting initiatives through local arts & culture and volunteerism.

Procedures

The Sport Hosting Task Force decision process is to be consensus based on most matters.

On funding decisions on the Richmond Sport Hosting Incentive Funds, a vote will be taken and the majority votes will determine the outcome. If there is a tie vote, the funding request is defeated.

If some members disagree with the Task Force's recommendations or activities, decisions will be recorded in the meeting records.

The Sport Hosting Task Force will receive administrative staff support services from the City for the preparation of agendas and recording of meetings.

Communications from the Sport Hosting Task Force to Council will be coordinated and managed through the Manager, Sport Hosting.

Council may amend these terms of reference at its discretion.

Copies of the agenda and minutes of the meetings will be circulated to the members of the Sport Hosting Task Force in advance.

The meetings will follow the City guidelines for open and closed meetings.

Meetings

The Sport Hosting Task Force will establish the meeting schedule annually and will be no less than four (4) meeting per year.

Experts, Guests and Delegations

The Sport Hosting Task Force may from time to time require experts or other representatives to attend meetings as presenters, advisors or observers because of their knowledge of the subject or as part of another project or consultation mechanism. The Chair will agree to such invitations in advance.

Code of Conduct

The Sport Hosting Task Force members are expected to be respectful towards each other and work cooperatively to achieve the common goals of the Sport Hosting strategy.

The Sport Hosting Task Force are drawn from a spectrum of community interests. The expectation is that each member will conduct themselves in the best interest of the community and sport in the City.

If there is a conflict of interest, it will be up to the member to remove himself or herself from the decision making process. When a grant application is considered by the Task Force, the member will have to remove themselves from the review and decision, if an application is from their organization.