



General Purposes Committee

Date: Monday, December 14, 2020

Place: Council Chambers
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Chak Au (by teleconference)
Councillor Carol Day (by teleconference)
Councillor Alexa Loo (by teleconference)
Councillor Bill McNulty (by teleconference)
Councillor Linda McPhail (by teleconference)
Councillor Harold Steves (by teleconference)
Councillor Michael Wolfe (by teleconference)

Call to Order: The Chair called the meeting to order at 3:30 p.m.

MINUTES

It was moved and seconded

That the minutes of the meeting of the General Purposes Committee held on November 30, 2020, be adopted as circulated.

CARRIED

ENGINEERING AND PUBLIC WORKS DIVISION

1. **SERVICING AGREEMENT FOR DEVELOPMENT AT 3231 NO. 6 ROAD**
(File Ref. No. 10-6060-01) (REDMS No. 6556935)

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It was moved and seconded

That the Chief Administrative Officer and the General Manager, Engineering & Public Works, be authorized to execute a servicing agreement with Conwest Bridge Ltd. to install a new sanitary main within City road dedication based on the terms set out in the staff report titled "Servicing Agreement for Development at 3231 No. 6 Road", dated November 3, 2020 from the Director, Engineering.

CARRIED

COMMUNITY SAFETY DIVISION

2. APPLICATION FOR A NEW FOOD PRIMARY LIQUOR LICENCE - HOTEL VERSANTE LTD. DOING BUSINESS AS: VERSANTE HOTEL, AT 8499 BRIDGEPORT ROAD, RICHMOND, B.C.

(File Ref. No. 12-8275-30-001) (REDMS No. 6559148)

It was moved and seconded

(1) That the application from Hotel Versante Ltd., doing business as Versante Hotel, for a new Food Primary Liquor Licence to operate a new restaurant at the premises located at 8499 Bridgeport Road, with liquor service, be supported for:

- (a) A new Food Primary Liquor Licence with total person capacity of 355 occupants;*
- (b) Proposed hours of liquor sales from Monday to Sunday, from 9:00 AM to 2:00 AM; and*
- (c) Patron Participation Entertainment endorsement which ends at Midnight; and*

(2) That a letter be sent to Liquor and Cannabis Regulation Branch, which includes the information attached as Appendix A, advising that Council recommends the approval of the liquor licence application for the reasons that this new application for a Food Primary Liquor Licence has been determined, following public consultation, to be acceptable in the area and community.

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3. **APPLICATION FOR A NEW FOOD PRIMARY LIQUOR LICENCE - CLUB VERSANTE MANAGEMENT LTD. DOING BUSINESS AS: CLUB VERSANTE, AT GROUND FLOOR, 8400 WEST RD., RICHMOND, B.C.**

(File Ref. No. 12-8275-30-001) (REDMS No. 6551274)

It was moved and seconded

- (1) *That the application from Club Versante Management Ltd., doing business as Club Versante, for a new Food Primary Liquor Licence to operate a new restaurant at the premises located on the ground floor at 8400 West Road, with liquor service, be supported for:*
- (a) *A new Food Primary Liquor Licence with total person capacity of 80 occupants;*
 - (b) *Proposed hours of liquor sales from Monday to Sunday, from 9:00 AM to 2:00 AM; and*
 - (c) *Patron Participation Entertainment endorsement which ends at Midnight; and*
- (2) *That a letter be sent to Liquor and Cannabis Regulation Branch, which includes the information attached as Appendix A, advising that Council recommends the approval of the liquor licence application for the reasons that this new application for a Food Primary Liquor Licence has been determined, following public consultation, to be acceptable in the area and community.*

CARRIED

COMMUNITY SERVICES DIVISION

4. **FEDERATION OF CANADIAN MUNICIPALITIES' GREEN MUNICIPAL FUND APPLICATION – CITY OF RICHMOND GARDEN CITY LANDS SOIL MANAGEMENT AND REMEDIATION STUDY**

(File Ref. No. 06-2345-20-GCIT1) (REDMS No. 6543930 v. 17)

In reply to queries from Committee, by teleconference, Alex Kurnicki, Research Planner 2, provided the following information:

- there is low level contamination throughout the Garden City Lands as a result of the Lands' historical use, primarily a shooting range and Transport Canada communication towers;
- the proposed soil management and remediation study will identify areas of concentration and further characterize the contamination;

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- imported soil was placed on the site to cap the underlying contaminated parent material and provide an uncontaminated rooting zone for the field crops for Kwantlen Polytechnic University's operations;
- sample taking and testing will be underway relatively quickly despite the full study work program taking approximately three years to complete;
- the actual management of contaminated material and remediation of the site will be part of a separate work-plan and remediation program; once completed, the Human Health and Ecological Risk Assessment will be updated; and
- the ultimate goal is for the City to receive a Land Remediation Section Certificate of Compliance from the Ministry of Environment and Climate Change Strategy.

Discussion took place on prioritizing testing of the western half of the site in an effort to expedite the provision of community gardens and the Chair directed staff to provide a memorandum to Council on the provision of community gardens. Discussion further ensued on the need for regular updates on the proposed soil management and remediation study and as a result, the following **motion** was introduced:

It was moved and seconded

- (1) *That the Garden City Lands Contaminated Soils Management and Remediation Study proposed within the staff report titled "Federation of Canadian Municipalities' Green Municipal Fund Application – City of Richmond Garden City Lands Soil Management and Remediation Study" dated November 18, 2020, from the Director, Park Services, be endorsed and a funding application to conduct the study be prepared and submitted to the Federation of Canadian Municipalities' Green Municipal Fund;*
- (2) *That the Chief Administrative Officer and General Manager, Community Services, be authorized to enter into funding agreements with the Federation of Canadian Municipalities should the project be approved for funding and that the Consolidated 5 Year Financial Plan (2021-2025) be amended accordingly; and*
- (3) *That staff provide regular updates on the Garden City Lands Contaminated Soils Management and Remediation Study.*

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COUNCILLOR CAROL DAY

5. PROPERTY TAX LETTER TO PROVINCE

(File Ref. No.)

Councillor Day advised that residents have contacted her with regard to being penalized for missing the tax deferral deadline as a result of poor communication on behalf of the Province. Councillor Day remarked that a letter to the Province explaining what occurred, encouraging improved communication, and seeking that fines be waived would be suitable as residents did not knowingly fail to complete the property tax deferral process.

By teleconference, Ivy Wong, Acting Director, Finance, advised that the City's Tax Department sent letters to all property owners where the properties had an active deferral account on record to remind residents of the changes to the tax deferral program. The letter provided links to where taxpayers could apply for their tax deferral and phone numbers to call if they had any questions or concerns. Following the mailing of the letters, staff received numerous calls from residents seeking clarification and staff clarified as much as possible; where questions specific to their deferral application or account arose, staff referred residents to the provincial Deferral Office as staff do not have access to this information.

It was moved and seconded

- (1) *That Council write to the provincial government to address concerns regarding the tax deferral program and ask for better communication with the public regarding the rules and policies; and*
- (2) *That during this COVID-19 pandemic, the provincial government allow for more flexibility and forgiveness of fines when the public have misunderstood the new process.*

The question on the motion was not called as discussion took place and in reply to queries from Committee, Ms. Wong provided the following information:

- staff received less than 50 complaints regarding the new eDeferment Program and over 250 successful deferral applications were submitted;
- there was no notable increase in the number of properties that missed the property tax payment deadline than in previous years; and
- as per the *Community Charter*, the City must charge penalties where property tax payments are late and the City does not have the authority to waive said penalties.

The question on Part (1) of the motion was then called and it was **CARRIED**.

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The question on Part (2) of the motion was then called and it was **DEFEATED** with Mayor Brodie and Cllrs. Au, Loo, McNulty and McPhail opposed.

ENGINEERING AND PUBLIC WORKS DIVISION

6. **RICHMOND LAWN BOWLING CLUBHOUSE - FLOOR PLAN AND PRELIMINARY FORM AND CHARACTER**

(File Ref. No.: 06-2050-20-MLBC) (REDMS No. 6355770)

By teleconference, Kion Wong, President, Richmond Lawn Bowling Club, spoke in the favour of the proposed floor plan and preliminary form and character, noting that the Club is excited with what is before Council and eager to move forward. Also, Mr. Wong confirmed that the Club is aware and supportive of the use of the multipurpose room by other community groups.

In reply to comments made by Committee, by teleconference, Martin Younis, Manager, Capital Building Project Development, advised that (i) in keeping with the City's accessibility guidelines, staff will ensure there is sufficient bicycle and motorized scooter parking on site, (ii) through the detail design of the proposed Clubhouse, staff will ensure that the roof overhang provides adequate sunshade for users, (iii) the adjacent public washrooms will remain open during the construction of the proposed Clubhouse, (iv) sustainable features such as connection to district energy utility will be explored where possible in consultation with the City's Sustainability Department, and (v) the City's Sustainable "High Performance" Building Policy – City Owned Facilities (Policy 2307) requires that the City build its facilities to LEED Gold standards and BC Step Code requirements are not currently required for City facilities.

In addition, in response to queries from Committee, by teleconference, Elizabeth Ayers, Director, Recreation and Sport Services, advised that there would be minimal operating budget impacts with the proposed new Clubhouse as the Club facilitates the majority of the operations. Ms. Ayers stated that the multipurpose room was designed so that it can be divided into two separate spaces – each with its own entrance and washroom facility in order to allow the spaces to be utilized independently. She stated that although the Club would manage the booking of the multipurpose room for use by other community groups, the City works closely with the Club on its operations.

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As a result of the discussion, the following **motion** was introduced:

- (1) *That the floor plan and preliminary form and character design for the Richmond Lawn Bowling Clubhouse be approved, as outline in the staff report titled, “Richmond Lawn Bowling Clubhouse – Floor Plan and Preliminary Form and Character,” dated November 27, 2020, from the Director, Facilities and Project Development and Director, Recreation and Sport Services; and*
- (2) *That, as the Richmond Lawn Bowling Clubhouse is developed, staff keep Council informed on various aspects of the project including (i) the need for shading on the perimeter of the building, (ii) sustainability features such as utilizing district energy utility, and (iii) whether using the BC Step Code is feasible.*

The question on the motion was not called as discussion took place on the cost and density of the proposed Clubhouse, and how it related to the Minoru Lakes renewal project.

The Chair stated that the form and character of the Clubhouse is what is before Committee for its consideration.

The question on the motion was then called and it was **CARRIED** with Councillors Day, Steves, and Wolfe opposed.

7. **STEVESTON COMMUNITY CENTRE AND BRANCH LIBRARY REPLACEMENT – SITE SELECTION**

(File Ref. No.: 06-2050-20-SCC) (REDMS No. 6569486)

By teleconference, Jordan Oye, Vice-Chair of the Richmond Library Board, spoke in favour of the proposed Steveston Community Centre and Branch Library Replacement – Site Selection staff report and read from his submission (attached to and forming part of these Minutes as Schedule 1).

By teleconference, Alan Sakai, President, Steveston Community Society, was in favour of the proposed Steveston Community Centre and Branch Library Replacement – Site Selection staff report and read from his submission (attached to and forming part of these Minutes as Schedule 2).

It was moved and seconded

- (1) *That the Site 3 option as described in the staff report titled, “Steveston Community Centre and Branch Library Replacement – Site Selection,” dated November 30, 2020, from the Director, Facilities and Project Development and the Director, Recreation and Sport Services be approved;*

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- (2) *That one new Regular Full-Time Senior Project Manager position be approved inclusive of an assigned position complement control number funded from the previously approved Advanced Planning and Design for Major Facilities Projects Capital Account and be included in the Consolidated 5 Year Financial Plan (2021-2025) as described in the staff report titled, “Steveston Community Centre and Branch Library Replacement – Site Selection,” dated November 30, 2020, from the Director, Facilities and Project Development and the Director, Recreation and Sport Services.*

In reply to queries from Committee, by teleconference, Mr. Younis spoke to the proposed Site 3 option as described in the staff report titled “Steveston Community Centre and Branch Library Replacement – Site Selection,” provided the following information:

- staff will have a better understanding of how the existing Steveston Community Police Office may be affected through the development of the design concept for the project;
- exterior bicycle and interior stroller parking will be considered through design development;
- Site 3 proposes a combination of approximately 60 underground and 100 surface parking stalls;
- staff will report back to Council with form and character of the proposed project in 2021;
- the proposed new facility would be built to LEED Gold standards;
- an increase to underground parking stalls would result in an increase to the overall cost of the project; and
- the consideration of adding storeys to the proposed building in the future would necessitate fortifying the proposed building’s foundation.

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

ADJOURNMENT

It was moved and seconded
That the meeting adjourn (5:12 p.m.).

CARRIED

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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 14, 2020.

Mayor Malcolm D. Brodie
Chair

Hanieh Berg
Legislative Services Associate

Schedule 1 to the Minutes of the
General Purposes Committee
meeting of Richmond City
Council held on Monday,
December 14, 2020.

From: [Jordan Ove](#)
To: [MayorandCouncillors](#)
Cc: [CityClerk](#)
Subject: SUBMISSION | Library Notes re: ST CC + L Site Selection for GP Meeting
Date: December 11, 2020 10:57:57 AM

Good afternoon Mayor Brodie and Councillors,

As Vice Chair of the Library Board I writing to you on behalf of the library and my fellow trustees to indicate our full support for the Steveston Community Centre and Branch Library Replacement program and to voice our support for the site selection recommendation that is forth coming.

I have been a member of the Building Committee since its inception in March 2018 and I have appreciated the collaborative planning process that has resulted in a cohesive Steveston Community Center and Library program. I am confident that the ~60,350 square foot program with a ~12,400 square foot library will meet the long term needs of Richmond residents, and allow for expanded services to community members of all ages.

As a Richmond resident, I personally appreciate and see the value of the colocation of the library and community centre and the synergies it presents for both service and programming opportunities such as:

- Introducing library services to community centre users and community centre services to library users
- Collaborative early literacy learning with the preschool programs to digital literacy learning with seniors clubs and groups

The Steveston Branch Library is the second busiest branch in the Richmond Public Library system despite being our smallest space at ~4,000 square feet. We have over 37,000 library users that reside in Steveston, and on a monthly basis we have:

- More than 2,200 holds picked up
- An average of 15,000 library user visits
- Customers borrow 25,000 physical items
- Over 1,100 customers uses of our DVD dispenser
- Approximately 850 people attending programs
- 950 people coming to use 6 computers

During the pandemic the Steveston branch had over 3,500 people use the Curbside Holds Pickup service between June through August which is two times much as our other branches that offered Curbside Holds Pickup, and since reopening in September, the demand for holds has climbed to over 2,700 holds per month. Our community clearly relies on our library for not only books, but our Branches and staff provide vital services that are integral to an engaged, informed and welcoming community. We:

- Support newcomers in feeling welcome in their new community
- Assist unemployed residents in preparing for and finding work
- Teach seniors new tech skills to connect with family and friends, reducing isolation
- Help new parents to bond with their babies and develop their language skills
- Provide a safe space for people of all ages and backgrounds to gather, learn and connect

Expanding from 4,000 square feet to 12,400 square feet will enable us to open new opportunities to provide additional and innovative services to support council in their goals, and fulfill the needs of the community.

In consideration of community consultation feedback, the library fully supports the Building Committee preferred Site 3 option as it:

Reduces any interruptions in library service or extended facility closures, meeting the need to keep library services accessible during construction

- Supports a 2-3 story facility that allows for maximum flexibility in service design and delivery
- Meets the other key location criteria of the program – mindful footprint given the park setting, consideration of existing residential neighbourhood, high visibility from street and easy access by various modes of transit

While there are still many steps to take in being able to realize this program for our residents, I am excited to be here today seeking your endorsement for the staff recommended and Building Committee's preferred site selection and then seeing this go forward to Council for approval.

Thank you,

-Jordan

Jordan Oye

Manager – Products & Services
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Schedule 2 to the Minutes of the
General Purposes Committee
meeting of Richmond City
Council held on Monday,
December 14, 2020.

Steveston Community Society

Serving the Community of Steveston Since 1946

December 14, 2020

General Purposes Committee of Council
City of Richmond

Dear Mayor and Council:

Re: City of Richmond Staff Report
Steveston Community Centre and Branch Library Replacement – Site Selection

My name is Alan Sakai and I am the current President of the Steveston Community Society (SCS) which works in collaboration with the City to oversee and support Society staff and the delivery of programs and services at the Steveston Community Centre and in the community. I am also current chair of the SCS New Building Committee which consists of SCS Board members and members of the Society. It has been a challenging year for the community and we appreciate that the Mayor and Council have ensured that important projects such as the Steveston Community Centre Building continue to be a priority.

Thank you for allowing me to make a presentation in support of the current report – Steveston Community Centre and Branch Library Replacement – Site Selection. We have worked closely with City staff and Richmond Library representatives and through the selection consulting firm have extended opportunities for the greater community to provide feedback and input into the decision making of program spaces and offerings at the new Centre. Having completed an extensive community consultation we are confident that we have selected programming that will meet the needs of the community. Following program space selection we engaged in an extensive discussion with City Staff and Library representatives regarding the siting of the building. We are pleased that we have now reached this phase of the project.

This report for the site of the new building takes into consideration the criteria that we as a committee thought was important. The SCS Committee agrees that Option 3 would be the best location for the building.

Firstly, cost containment was very important to us and I'm sure for many in the community. To provide the programs that were approved requires a sizeable budget. Option 3 allows for the lowest cost and the fewest risks that costs would rise.

Secondly, Option 3 would allow many of the current programs and services to continue as the current building will be usable in large part during the construction phase. I realize there may be unforeseen issues that arise that may affect some programs however this option seems to be the best in terms of allowing most programs to continue. I would also note that we support the recommendation of a 3 storey building with a 30,000 – 40,000 sq. ft. footprint. This option provides the necessary program synergies while minimizing the impact on the green space.

Thirdly, Option 3 would take the least amount of time to completion – at least 2 years less than the other options and perhaps up to 5 years less. Three to seven years would be a long time to offer restricted programming and alternate settings for the much needed programs and services. This would not be in the best interests of the community. It is possible that an entire generation of youngsters would miss out on use of many aspects of the community centre in Option 1 or 2. In fact, the whole community will be affected by the site selection and the time to completion.

Fourthly, Option 3 would allow for facilities such as the Net Shed – Multi-purpose building to be used. During public consultation many in the community did not want the swimming pool or the Martial Arts Centre to be affected by the construction of the new building. Option 3 would allow for continued use of these facilities. Also, as Option 3 is furthest from the Village the disruption to the day to day business activities in the Village would be mitigated.

Finally, we also support the hiring of a Senior Management position to oversee the planning and construction of the building. In this phase it would be important that there be a designated a “point” person to oversee the detailed planning and construction of the building.

The Steveston Community Society New Building Committee looks forward to having input into the concept design phase such as preferred parking options as well as the precise location and design of the building within the site selected as we would like the Steveston Community Centre and Branch Library Building to be one of the highlights of Steveston and of Richmond as a whole.



Alan Sakai
President, Steveston Community Society
On behalf of the SCS New Building Committee

AS:dn