



## Parks, Recreation & Cultural Services Committee

Date: Tuesday, July 24, 2007  
Place: Anderson Room  
Richmond City Hall  
Present: Councillor Linda Barnes, Chair  
Councillor Cynthia Chen  
Councillor Bill McNulty  
Councillor Harold Steves  
Mayor Malcolm Brodie  
Absent: Councillor Sue Halsey-Brandt, Vice-Chair  
Also Present: Councillor Rob Howard  
Call to Order: The Chair called the meeting to order at 4:00 p.m.

### MINUTES

1. It was moved and seconded  
*That the minutes of the meeting of the Parks, Recreation and Cultural Services Committee held on Tuesday, June 26, 2007, be adopted as circulated.*

**CARRIED**

### NEXT COMMITTEE MEETING DATE

2. Tuesday, September 25, 2007 (tentative date) at 4:00 p.m. in the Anderson Room.

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## 3. DELEGATIONS

### (1) Recognition of City staff lifeguards for rescuing a scuba diver at the pool.

The Chair, on behalf of the Committee recognized four Richmond Aquatic Lifeguard Instructors, and their supervisor for their role in rescuing a diver from drowning on Friday, July 6, 2007 at The Watermania Aquatics Centre. Shayne Reilly, Jessica Choi, Melanie Josephs, Andrew Yu, and Grant Nishi were commended for working so effectively as a team.

The Chair requested that staff send a letter of commendation on behalf of the Parks, Recreation and Cultural Services Committee to the Lifeguard Instructors, with copies to be included in their personnel files.

### (2) Diane Cousar, E. Michael O'Brien and Ron Climenhaga, Gateway Theatre Board Members.

The Chair, Diane Cousar, and members, Michael O'Brien and Ron Climenhaga of the Gateway Theatre Society Board reviewed the report "*Richmond Gateway Theatre Society Board Response to Consultant Recommendations*" (Schedule 1). The report was requested by the Parks, Recreation and Cultural Services Committee on October 17, 2006 (the relevant excerpt from the minutes of that meeting is attached as Schedule 2).

The Board members asked the Parks, Recreation and Cultural Services Committee to pay particular attention to recommendations No. 12 "*Adopt a set of principles for governance*"; and No. 14 "*Take necessary steps to become a policy governance board*", as they had been unanimously adopted by the Board.

Board members referred to the Richmond Gateway Theatre Society Governance Directives, and highlighted several aspects, including the following:

- opportunities for the Board to examine their role;
- revisions made to the policies and terms of reference;
- the anticipation of finalizing negotiations between the City and Gateway Theatre regarding the operating agreement;
- the development of the budget, including staff participation, revisions to the budgeting procedure, and the Board's disagreement with the Consultant's recommendations regarding the budget;
- the focus on revenue opportunities, including reviewing current and previous practices, and discontinuing non-viable fundraising events;
- establishment of the role of the Board's Finance Committee, and revisions to the terms of reference for the Finance Committee, including details for signing authority;

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- annual review of clear written standards of the Gateway Governance Directives; and
- the relationship and support between the professional theatre and community;

Discussion ensued amongst Board members and the Committee about the Board's Mission Statement; the difference of opinion between the Board and the Consultant regarding recommendation No. 17 "*Provide more resources and emphasis on the community aspects of the Theatre and operations programs*"; and recommendation No. 21 "*Establish a Parent Advisory Committee for the Academy with a clearly defined set of roles*".

It was moved and seconded

*That the report (dated July 24, 2007, from the Richmond Gateway Theatre Society, to the PRCS Committee of the City of Richmond, regarding the Response to Consultant Recommendations) be received for information, and be referred to staff for review and comment to the Park's Recreation and Cultural Services Committee.*

**CARRIED**

Discussion continued, during which Members of the Board of the Richmond Gateway Theatre Society and City staff agreed to engage in further conversation with the Consultant regarding the community program at Gateway Theatre. City staff indicated that they would attempt to report back to the Committee in September 2007.

## COUNCILLOR LINDA BARNES

### 4. **B.C. HEALTHY COMMUNITIES COMMITMENT** (File No.: 01-0060-20-BCHC1)

It was moved and seconded

*That the City confirm its commitment to participate on the Steering Committee of the B.C. Healthy Communities Coalition for a further two year term.*

**CARRIED**

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## PARKS, RECREATION AND CULTURAL SERVICES DEPARTMENT

### 5. **PARKS, RECREATION AND CULTURAL SERVICES MASTER PLAN 2007 ANNUAL PROGRESS REPORT**

(Report: July 3, 2007, File No.: 11-7000-20-01 ) (REDMS No. 2251894)

The Chair reminded Committee members that the Parks, Recreation and Cultrual Services Master Plan 2007 Annual Progress Report was a result of a referral to staff requesting annual updates on the Master Plan, which is in its second year of a 10 year plan.

Discussion took place about the 2007 Annual Progress Report, and in particular on:

- the logistics of circulating the report to all Parks, Recreation and Cultural Services groups and external constituents such as stakeholders by posting the report on the City's website and sending it via email;
- the possible timeline of 2008 to address each community group separately in order to determine their roles and responsibilities;
- the diversity of services and ongoing projects.

Reference was made to the Parks, Recreation and Culture Guide, and the Chair, noting that several revisions had been made to the Guide, asked Committee members to provide staff with feedback for continuous improvements to the Guide.

It was moved and seconded

- (1) *That the Parks, Recreation and Cultural Services Master Plan 2007 Annual Progress Report (attached to the report dated July 3, 2007, from the Director of Recreation and Cultural Services, and the Director of Parks Design and Programs) be received for information; and*
- (2) *That copies of the Parks, Recreation and Cultural Services Master Plan 2007 Annual Progress Report be forwarded to stakeholders and partners.*

**CARRIED**

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## 6. RRDOG REFERRAL AND DOGS IN PARKS WORKING COMMITTEE PROPOSAL

(Report: July 12, 2007, File No.: 06-2345-00/Vol 01) (REDMS No. 2243283)

Dave Semple, Director of Parks and Public Works Operations advised the Committee that the City is collaboratively consulting with the Richmond Responsible Dog Owners Group (RRDOG). Mr. Semple then drew the Committee's attention to his memo, dated July 23, 2007, and the attachment "*RRDOG's Three Pillar Approach to Dog Management Strategy For Richmond*" (Schedule 3), which had been circulated to members of Council prior to the meeting.

Discussion took place among Committee members and staff on:

- the establishment of a Dogs in Parks Working Committee that would be responsible for development of a Dog Management Strategy;
- implementing suggestions outlined by RRDOG by creating a Dog Management Strategy;
- the need to outline the role of the Bylaw Department, RCMP, and other groups within the Dog Management Strategy as a guideline for addressing dog related complaints and handling confrontations with sensitivity;
- City staff's intentions to continue along the lines of RRDOG's philosophy of "*The 7 C's*", which includes consultation, compromise, cooperation, collaboration, culture of compliance, and cost effectiveness;
- the establishment of a Dogs in Parks Working Committee and Dog Management Strategy will lead to an in depth financial review, which will provide clarity regarding disbursement of operating funds to groups such as RRDOG;
- the feasibility of designating a portion of Railway Avenue as an off-leash area;
- the feasibility of banning dogs on the West Dyke during nesting season, which is approximately two months a year;
- promotion of the City of Richmond's dog licensing program as an educational tool for dog owners; and
- RRDOG's participation in the annual Animal Wellness Expo on July 21, 2007.

Mr. Semple advised that staff's first step will be to prepare a report regarding the establishment of a Dogs in Parks Working Committee, with information about possible members, including veterinarians, SPCA, RRDOG and other groups to be presented to the PRCS Committee at the end of fall 2007. The second step includes a public process with the anticipation of presenting the finalized report to Committee, including the results of the public process by December 2007.

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Ryan Lake Director, Richmond Responsible Dog Owner's Group expressed concerns associated with City staff's initiatives regarding RRDOG; and the staff report (dated July 18, 2007, from the Director of Parks and Public Works, Regarding the RRDOG Referral and Dogs in Parks Working Committee Proposal), stating that the suggestions provided by RRDOG were left out of the report. Mr. Lake made reference to funding in the amount of \$1000.00 that has been received by RRDOG from the City of Richmond, and indicated that the funds have been placed in a GIC, and RRDOG is giving consideration to returning the funds back to the City.

Jill Seymour, Financial Director, Richmond Responsible Dog Owner's Group, voiced concern associated with insufficient funding for the Group to carry out their initiatives. Ms. Seymour expressed her thoughts about RRDOG's uniqueness, stating that RRDOG is not just requesting funding as another charity organization, because the City would actually be reducing their expenses by funding RRDOG. She stated that members of the Group were disappointed to see that staff had not recommended funding for RRDOG at this time although the City has been utilizing RRDOG's initiatives.

Ms. Seymour also spoke about several ways that she felt RRDOG could help reduce the City's expenses, including contact with City Dog to have them work with the City again; volunteer usage to refill bags at Garry Point Park; Envirodog initiative that encourages the use of biodegradable bags; generation of funds by deriving methane through compost; and Dog Watch, which would allow members of the group to contact dog enforcers directly. Ms. Seymour concluded by urging the Committee to refer the staff report back with direction to consider immediate funding for RRDOG.

In answer to a question, Mr. Lake referred to initiatives outlined in the "RRDOG's Three Pillar Approach to Dog Management Strategy For Richmond" (Schedule 3), and stated his belief that RRDOG has the ability to implement several initiatives quicker and more cost effectively than City staff.

During the discussion, a member of RRDOG circulated a handout which included a copy of RRDOG's Garry Point Survey Form, and several newspaper articles (Schedule 4).

It was moved and seconded

- (1) *That the City continue to consult and collaborate with RRDOG as outlined in the report (dated July 18, 2007, from the Director of Parks, and Public Operations);*
- (2) *That the concept of a Dog Management Strategy be received for information and report back to Committee in early 2008.*
- (3) *That RRDOG's Three Pillar Approach to Dog Management Strategy For Richmond be referred to staff for review, including the financial implications;*

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- (4) *That staff investigate the feasibility of designating a portion of Railway Avenue as a potential off-leash area; and*
- (5) *That staff investigate the feasibility of banning dogs on the West Dyke during nesting season.*

The question on the motion was not called as advice was provided that the earliest a report could be presented to Committee would be December 2007, taking into consideration time required to conduct the public process and contact agencies such as environmental and wild life groups.

In conclusion, the Chair commented that this issue is a very complex and emotional subject, and encouraged the members of RRDOG who were present at the meeting to advise other members of the group of the City's intentions to work collaboratively with RRDOG.

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

## 7. STEVESTON MUSEUM

(Report: July 10, 2007, File No.: 11-7140-01/2007-Vol 01) (REDMS No. 2253011)

Connie Baxter, Supervisor, Richmond Museum and Heritage Services, and Jane Fernyhough, Manager of Heritage and Cultural Services were available to answer questions. Discussion ensued among Committee members and staff about:

- the feasibility of having the Post Office, Museum and Steveston Visitor Centre operate in the same building;
- the loss of a major aspect of Steveston's history as a result of closing the Post Office;
- the conceptual design of the proposed Steveston Visitor's Centre which will be in conformity with Heritage Character, and will provide visitor information;
- the approximate cost of \$200,000 to upgrade the current exhibits in the Museum;
- how the Museum building could provide a permanent, all year round, and central operating location for the Steveston Visitor's Centre (which is currently a seasonal operation) without having to remove significant exhibit space;
- Canada Post's intention to pursue an additional site for the Post Office in Steveston, while allowing the current Post Office to operate as per status quo;
- the historical aspect of the Post Office in Steveston due to the neighbourhood improvement program, resulting in the establishment of the Steveston Historical Society to run the Post Office.

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The Chair, Graham Turnbull, and the Secretary, Edith Turner of the Steveston Historical Society addressed the Committee. Mr. Turnbull indicated the contract between the Steveston Historical Society and the City of Richmond states that the Society is responsible for operating the Museum and may run a Post Office, therefore he didn't feel that the Society was obligated to operate the Post Office. He further stated that the purpose of the Post Office was to keep the building open, and staff operating the Museum are compensated by working for the Post Office. If the Steveston Visitor Centre is put in place, the staff may be able to retain their positions at the Museum and receive compensation by working for the Steveston Visitor's Centre.

Ms. Turner indicated that Canada Post has expressed concerns associated with the hours of operation and the physical appearance and layout of the building, not the size. She also indicated that the Steveston Historical Society generally feels that they cannot afford to keep the Post Office open in accordance with Canada Post's wishes.

Further discussion ensued amongst Committee members, staff and the Society members regarding the following issues:

- the demographics of Steveston in relation to the number of Post Offices already in existence;
- the fact that the Post Office in the Pharmasave building does not have coverage during the staff lunch break, and is closed after 5:00 p.m.;
- Canada Post's request to the Steveston Historical Society to implement debit and visa machines;
- space limitations in the Museum building to accommodate all three operations, ie: Canada Post, Steveston Visitor's Centre, and the Museum; and
- keeping the Post Office open, in which case not only would Canada Post continue to have control over the existing business, but by opening a second Post office they will create competition.

In answer to a question, Ms. Turner advised that Canada Post has agreed to leave the Steveston Post Office operating if the Society conforms to their requests (which include covering a window; removing a wall; and installing lock boxes), however, Canada Post will not state this in writing.

Peter Mitchell 6271 Nanika Crescent made reference his email, dated June 11, 2007, addressed to the Mayor and Council (Schedule 5), which provides information about a historical Toronto Post Office that he felt could provide an effective model for the Steveston Post Office. Mr. Mitchell also felt that the changes requested by Canada Post were reasonable to better accommodate patrons who work in the area but do not live there. He concluded by questioning staff's recommendation to locate the tourism centre in the Museum building, as parking for the tour buses would then be located three blocks away.



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Jim Kojima #29 – 7611 Moffat Road spoke about the identity of the Steveston Post Office, sharing his sentiment that he does not wish to see the Post Office go. He advised the Committee that he planned to bring attention to this issue at the next Steveston Community Centre Society meeting to discuss how they could offer support to the Post Office.

Discussion continued about several issues, including the following:

- the current investigation regarding the feasibility of using another Heritage House to accommodate one of the three operations;
- funding for refurbishing the Museum building to accommodate Tourism Richmond's Steveston Visitor's Centre;
- the allocation of proceeds from sales of stamps;
- the retention of the Bank Manager's Office within the Museum building as a heritage aspect, and the feasibility of using the office for the Steveston Visitor's Centre;
- the possible time line of Spring 2008 to renovate and have the Visitor's Centre operating, if approved; and
- City staff's understanding that Tourism Richmond intends to hire and train the existing Steveston Museum and Post Office staff.

In answer to a question about costs to renovate a Post Office for a location such as Supergrocer, Mr. Turnbull advised that 7-11 had indicated that it cost approximately \$75,000.

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

It was moved and seconded

- (1) *That staff continue to work with the Steveston Historical Society to explore all viable options for continuing the operation of the post office as it is;*
- (2) *That information containing precise details of the Tourism Richmond's proposal for the Steveston Museum building be provided to the Parks, Recreation and Cultural Services Committee;*
- (3) *That staff explore the feasibility of a tri-party agreement, for operation of the Steveston Museum, Post Office and Visitor's Center from the same location, including details regarding size and necessary modifications to the building;*
- (4) *That staff further investigate the option of keeping the building open as a Museum without the Post Office;*

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- (5) *That staff explore the option of establishing a different Society to operate the Steveston Post Office; and*
- (6) *That staff communicate with the Steveston Community Society regarding their commitment and possible role in assisting the Steveston Historical Society and Museum to keep the Steveston Post Office operating.*

The question was not called, as a query was made regarding a timeline, with advice being provided that the earliest opportunity for staff to report back would be November 2008.

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

## 8. **MANAGER'S REPORT**

### **Museum Feasibility Study**

Jane Fernyhough, reported that she had been interviewed by CBC regarding the Request For Proposal (RFP) for the Museum feasibility study which was recently sent out.

### **Damaged trees due to recent storms**

Gordon Barstow, Manager, Parks Operations spoke about the overall damage caused to trees and sidewalks, and the clean up required due to the 18 major storms of 2006. The costs for maintenance, clean up and emergency pruning has increased, and the budget may need to be replaced to reflect the increases.

It was suggested that Mr. Barstow consult with the staff currently responsible for the Climate Adaptation Project. Mr. Semple advised that a report will be presented back to the Committee regarding the higher frequency of storms and methods of handling them.

### **Rumble at the Rock**

Mike Redpath, Manager, Parks, Programs, Planning & Design reported on the Rumble at the Rock, the first professional boxing match in the City of Richmond in 75 years. The event took place at the River Rock Casino in front of a sold out crowd, and received excellent press coverage in print and on TV.

The Richmond Athletic Commission paid out approximately \$30,000 in purse monies and fees collected from the promoters. The Commission received compliments from the boxing community and representatives from the Canadian Boxing Federation, and Edmonton / Vancouver Boxing Commissions.

The Chair requested that staff send a letter of appreciation on behalf of the Parks, Recreation and Cultural Services Committee to the Richmond Athletic Commission for their participation in the Rumble at the Rock event.

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## **Terra Nova Slough**

Mr. Redpath provided an update on the status of the Terra Nova Slough construction, which is currently underway.

## **Garden City Community Park Play Environment**

Mike Redpath provided an update on the status of the Garden City Community Park Play Environment, advising that construction is underway at the park site.

## **Nature Comes to Light event at the Richmond Nature Park**

Mr. Redpath updated the Committee on the status of the Nature Comes to Light event at the Richmond Nature Park. He advised that mainly due to volunteer shortages, both the Richmond Kinsmen Club and Richmond Fire Rescue will be unable to sponsor the winter event. Discussion took place about other community organizations that could possibly host the event, and staff indicated that they would look for opportunities for the light show to proceed with other groups.

## **ADJOURNMENT**

It was moved and seconded  
*That the meeting adjourn (7:00 p.m.).*

**CARRIED**

Certified a true and correct copy of the Minutes of the meeting of the Parks, Recreation & Cultural Services Committee of the Council of the City of Richmond held on Tuesday, July 24, 2007.

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Councillor Linda Barnes  
Chair

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Shanan Dhaliwal  
Committee Clerk