



General Purposes Committee

Anderson Room, City Hall
6911 No. 3 Road

Monday, December 2, 2013
4:00 p.m.

Pg. # ITEM

MINUTES

GP-5 *Motion to adopt the minutes of the meeting of the General Purposes Committee held on Monday, November 18, 2013.*



FINANCE & CORPORATE SERVICES DEPARTMENT

1. **LIQUOR LICENCE AMENDMENT APPLICATION, PIONEER'S PUB LTD., UNIT 200 – 10111 NO 3 ROAD**
(File Ref. No. 12-8275-05) (REDMS No. 4031971)

GP-11

See Page **GP-11** for full report

Designated Speaker: Glenn McLaughlin

STAFF RECOMMENDATION

That the application from Pioneer's Pub Ltd., for an amendment to increase their hours of liquor service under Liquor Primary Licence No. 030591 on Sunday's only from 11:00 a.m. to Midnight to 10:00 a.m. to Midnight, be supported and that a letter be sent to the Liquor Control and Licensing Branch advising that:

- (1) *Council supports the amendment for an increase in liquor service, as the increase will not have a significant impact on the community;*
- (2) *Council's comments on the prescribed criteria (set out in section 53 of the Liquor Control and Licensing Regulations) are as follows:*

- (a) *The potential for additional noise and traffic in the area if the application is approved was considered;*
 - (b) *The impact on the community, if the application is approved, was assessed and considered through a community consultation process;*
- (3) *as the operation of a licensed establishment may affect nearby residents the City gathered the views of the residents as follows:*
 - (a) *property owners and businesses within a 50 metre radius of the subject property were contacted by letter detailing the application and provided instructions on how community comments or concerns could be submitted*
 - (b) *signage was posted at the subject property and three public notices were published in a local newspaper. This signage and notice provided information on the application and instructions on how community comments or concerns could be submitted*
- (4) *Council's comments and recommendations respecting the views of the residents are as follows:*
 - (a) *That based on the number of letters sent and the lack of response received from all public notifications, Council considers that the amendment is acceptable to the majority of the residents in the area and the community.*



ENGINEERING & PUBLIC WORKS DEPARTMENT

2. VANCOUVER AIRPORT FUEL DELIVERY (VAFD) PROJECT – ENVIRONMENTAL ASSESSMENT UPDATE

(File Ref. No. 10-6000-01) (REDMS No. 4034739)

GP-18

See Page GP-18 for full report

Designated Speaker: Peter Russell

STAFF RECOMMENDATION

That the staff report titled Vancouver Airport Fuel Delivery Project – Environmental Assessment Update from the Director, Engineering, highlighting staff comments on the Ministry of Environment's Interim and Marine Reports and the overall status of the Vancouver Airport Fuel Delivery project, be received for information.



COMMUNITY SERVICES DEPARTMENT

3. **KIWANIS TOWERS – FIRST DISBURSEMENT FROM THE AFFORDABLE HOUSING RESERVE FUND TO 6251 MINORU BLVD**
(File Ref. No. 08-4057-05) (REDMS No. 3991424 v.2)

GP-30

See Page GP-30 for full report

Designated Speaker: Dena Kae Beno

STAFF RECOMMENDATION

- (1) *That, subject to Resolution 3 below, \$11,770,500 be paid to Richmond Kiwanis Senior Citizens Housing Society (the “Society”) towards costs associated with 296 subsidized seniors housing units at 6251 Minoru Boulevard (the “Lands”) to be used by the Society as follows:*
 - (a) *\$9,166,870 towards construction costs; and*
 - (b) *\$2,603,630 towards the development cost charges, development application and/or building permit fees already paid to the City;*
- (2) *That, pursuant to the Contribution Agreement dated November 9, 2012 between the City and the Society, no payment by the City be made until the security (which includes a second mortgage charging the Lands) securing the performance of the Society’s obligations to the City in the Contribution Agreement (the “City Security”) is granted by the Society to the City and fully registered as required; and*
- (3) *That the Chief Administrative Officer and the General Manager, Community Services be authorized:*
 - (a) *to negotiate and execute all agreements and documents in relation to the City Security and disbursements, including, without limitation, a priority agreement in favour of BC Housing granting BC Housing security priority over the City Security; and*
 - (b) *to make the expenditures in Resolution 1 above.*



Pg. # ITEM

4. **ART PLINTH AT BRIGHOUSE STATION PUBLIC ART PROJECT
CONCEPT PROPOSALS**

(File Ref. No. 11-7000-09-20-109) (REDMS No. 4026112 v.4)

GP-37

See Page **GP-37** for full report

Designated Speaker: Jane Fernyhough

STAFF RECOMMENDATION

That the two concept proposals for the Art Plinth at Brighthouse Station Public Art Project as presented in the staff report dated November 25, 2013 from the Director, Arts, Culture & Heritage Services, be approved.

☐

LAW & COMMUNITY SAFETY DEPARTMENT

5. **SISTER CITY THREE YEAR ACTIVITY PLAN (2014-2016)**

(File Ref. No. 01-0100-20-SCIT1) (REDMS No. 4032792)

GP-54

See Page **GP-54** for full report

Designated Speaker: Amarjeet Rattan

STAFF RECOMMENDATION

That the Sister City Advisory Committee Three Year (2014 – 2016) Activity Plan, as outlined in the staff report dated November 14, 2013 from the Director, Intergovernmental Relations & Protocol Unit, be approved.

☐

ADJOURNMENT

☐



General Purposes Committee

Date: Monday, November 18, 2013

Place: Anderson Room
Richmond City Hall

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

Absent: Councillor Linda McPhail

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

AGENDA ADDITION

It was moved and seconded
That the BC Athletic Commission be added to the agenda as Item 4.

CARRIED

MINUTES

It was moved and seconded
That the minutes of the meeting of the General Purposes Committee held on Monday, November 4, 2013, be adopted as circulated.

CARRIED

COMMUNITY SERVICES DEPARTMENT

General Purposes Committee
Monday, November 18, 2013

1. **2014 AGE-FRIENDLY COMMUNITY GRANT SUBMISSION**
(File Ref. No.) (REDMS No. 4006859)

It was moved and seconded

That a letter be submitted to the Seniors Housing and Support Initiative to indicate Council's support for the City of Richmond's submission for a 2014 Age-Friendly Community Planning and Project Grant and the City's willingness to provide overall grant management for the proposed project, as presented in the staff report from the General Manager, Community Services titled 2014 Age-Friendly Community Grant Submission.

CARRIED

PLANNING & DEVELOPMENT DEPARTMENT

2. **DRAFT 2014-2018 YVR NOISE MANAGEMENT PLAN – CITY OF RICHMOND COMMENTS**
(File Ref. No. 01-0153-04-01) (REDMS No. 4003635 v.3)

It was moved and seconded

- (1) *That the Vancouver Airport Authority (VAA) be advised that the City supports the draft 2014-2018 YVR Noise Management Plan (Plan) on the condition that the following changes be incorporated into the final Plan, prior to VAA Board approval:*
- (a) *indicate how the previous 2009-2013 YVR Noise Management Plan has been implemented and any outstanding initiatives;*
 - (b) *clarify the purpose, rationale, expected benefits, priority and timing of each proposed Plan initiative over the coming five-year period;*
 - (c) *identify the air travel growth scenario used to prepare the proposed Plan; and*
- (2) *That the staff report titled Draft 2014-2018 YVR Noise Management Plan – City of Richmond Comments be forwarded to the Vancouver Airport Authority for its consideration in the finalization of the 2014-2018 YVR Noise Management Plan.*

The question on the motion was not called as clarification was requested regarding the newer aircraft requirements under the Noise Management Plan and whether there was any correlation with the Open Skies concept. Victor Wei, Director, Transportation, advised that there was an indirect relationship between Open Skies and the type of aircraft arriving and departing from the Vancouver Airport. Open Skies opens up international passenger flights arriving in Vancouver which are quieter than the older cargo aircraft. The question on the motion was then called and it was **CARRIED**.

FINANCE AND CORPORATE SERVICES DEPARTMENT

3. **2014 UTILITY BUDGETS AND RATES**

(File Ref. No. 03-0970-01) (REDMS No. 3981721 v.3)

WATER UTILITY BUDGET:

Lloyd Bie, Manager, Engineering Planning provided a brief summary of the Water Utility Budget noting that the difference between each option is the reduction in the amount drawn from the rate stabilization contribution which incrementally increased the water rates associated with each option.

With respect to advising the public that the 2014 rate reflects a significant increase in the water rate charged by Metro Vancouver, Suzanne Bycraft, Manager, Fleet & Environmental Programs, noted that an insert, explaining and identifying the increased rates from Metro Vancouver, will be mailed with the utility bill.

Robert Gonzalez, General Manager, Engineering & Public Works, advised that when a debt has been reduced, Metro Vancouver's policy is to transfer those funds to the operating budget. Those funds are used to offset water and sewer utilities.

SEWER UTILITY BUDGET:

In regard to the Sewer Utility Budget, Mr. Bie advised that efficiencies had been identified in materials and power purchases, which were applied directly to the operating expenditures under option 1 to maximize the value. Option 2 applied the efficiencies to the Capital Infrastructure Replacement Program to assist in achieving the City's long-term target for sustainable funding. Option 3 reduced the draw from the Rate Stabilization Fund to \$300,000 which in turn increased the rate.

In response to a query regarding the application of the efficiencies, Mr. Bie clarified that in option 1 the cost efficiencies were passed along to the customer and in option 2 the savings were applied to the Capital Infrastructure Replacement Program.

Committee was advised that there was debate at Metro Vancouver over future charges for the Island and Lulu Island wastewater treatment plants. Vancouver and the North Shore proposed changes to the funding formulas that would see regional Municipalities pay a larger share of the cost for rebuilding Vancouver's treatment plant. Further increases will be coming but not as significant as Vancouver was seeking.

General Purposes Committee

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DRAINAGE AND DIKING UTILITY BUDGET:

Mr. Bie advised that the Drainage and Diking Utility options are reflective of incremental increases of zero, \$5.00 or \$10.00 for the collection of reserve funds for drainage infrastructure replacement costs. Option 3 is recommended as a mechanism to reach the long-term annual sustainable funding target level of \$10.4 million within two-years.

Mr. Bie was requested to provide dike replacement information including yearly dike replacement and remaining upgrades needed. Mr. Bie noted that approximately 0.5 to 0.75 kilometre of dike work is completed each year.

John Irving, Director, Engineering, noted that over the past few years the majority of the Capital Infrastructure Replacement funding has been directed to the reconstruction of the City's wastewater pumping stations, and reconstruction of the dike around the pumping station is undertaken at the same time.

Committee requested that staff provide information on (i) the status of future obligations for dike replacement, (ii) whether the schedule for the upgrades needs to be accelerated, (iii) the current balance of the reserve fund, and (iv) dikes being raised due to climate control and those being raised to control flooding along the Fraser River.

In reply to concerns expressed by Committee regarding the work to raise the dike by a meter, Mr. Bie noted that the dike exceeds Provincial standards for development around the Richmond Olympic Oval with a height of 4.0 to 4.7 metres and through the development process a dike width upwards of 300 metres was constructed, well exceeding the standard of ten-metres.

Mr. Gonzalez advised that areas of the west dike have been raised around the pumping stations meeting elevation obligations to the year 2100 based on the information available. New waterfront development has been designed to meet these standards.

SOLID WASTE AND RECYCLING UTILITY BUDGET:

Suzanne Bycraft advised that option 1 of the Solid Waste and Recycling budget includes the full year implementation for the Green Cart program, the large item pickup program, and the multi-family pilot organics project. Option 2 includes all of the programs from option 1 plus funding for the six-month pilot program for cart-based weekly versus bi-weekly garbage collection. Option 3 provides for the multi-family pilot organics project to be funded from the rates.

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In reply to a query regarding the increase to townhouse rates and the bi-weekly collection pilot, Ms. Bycraft noted that the increase to the rates was due to the implementation of the green cart program to townhouse residents. The funding for bi-weekly collection for 2014 is only for the pilot project which is scheduled to be implemented in February. The pilot will operate for six-months to 800-900 units in each collection method. The pilot applies to garbage collection only as organic and recycling collection would continue to be picked up weekly. At the conclusion of the pilot project various collection options, including proposals for Condominium complexes, will be presented to Council.

Committee inquired whether revenues from Multi Material British Columbia (MMBC) are factored into the budget. Ms. Bycraft noted that revenues from MMBC are not reflected in the budget and that any monies received would be directed toward the 2014 reserve fund.

It was moved and seconded

That the 2014 Utility Expenditure Budgets, as outlined under Option 1 for Water and Sewer, Option 3 for Drainage and Diking, and Option 2 for Solid Waste and Recycling, as contained in the staff report dated November 5, 2013 from the General Manager, Finance & Corporate Services and General Manager, Engineering & Public Works, be approved as the basis for establishing the 2014 Utility Rates and preparing the 5 Year Financial Plan (2014-2018) Bylaw.

CARRIED

4. BC ATHLETIC COMMISSION

(File Ref. No.) (REDMS No.)

Councillor Steves requested that staff report to Committee on whether the Richmond Athletic Commission should be disbanded and the following **referral** was introduced:

It was moved and seconded

That the Athletic Commission matter be referred to staff to review the disbanding of the Richmond Athletic Commission in light of the establishment of the BC Athletic Commission.

The question was not called on the motion as Mike Redpath, Senior Manager, Parks, advised that the Province has changed the legislation and have taken over the responsibility for Sports. A staff report is being prepared at this time. Committee requested that the staff report include discrepancies between the City of Richmond and Provincial philosophy concerning sports, particularly in regard to mixed martial arts, and whether there will be local representation on or input to the BC Athletic Commission. At the conclusion of the discussion the question was then called and it was **CARRIED**.

General Purposes Committee
Monday, November 18, 2013

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:32 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,
November 18, 2013.

Mayor Malcolm D. Brodie
Chair

Heather Howey
Committee Clerk



To: General Purposes Committee
From: W. Glenn McLaughlin
Chief Licence Inspector & Risk Manager
Re: **Liquor Licence Amendment Application**
Pioneer's Pub Ltd.
Unit 200 - 10111 No 3 Road

Date: November 12, 2013
File: 12-8275-05/2013-Vol
01

Staff Recommendation

That the application from Pioneer's Pub Ltd., for an amendment to increase their hours of liquor service under Liquor Primary Licence No. 030591 on ***Sunday's*** only ***from*** 11:00 a.m. to Midnight ***to*** 10:00 a.m. to Midnight, be supported and that a letter be sent to the Liquor Control and Licensing Branch advising that:

1. Council supports the amendment for an increase in liquor service, as the increase will not have a significant impact on the community.
2. Council's comments on the prescribed criteria (set out in section 53 of the Liquor Control and Licensing Regulations) are as follows:
 - a. The potential for additional noise and traffic in the area if the application is approved was considered.
 - b. The impact on the community, if the application is approved, was assessed and considered through a community consultation process.
3. As the operation of a licensed establishment may affect nearby residents the City gathered the views of the residents as follows:
 - a. Property owners and businesses within a 50 metre radius of the subject property were contacted by letter detailing the application and provided instructions on how community comments or concerns could be submitted.
 - b. Signage was posted at the subject property and three public notices were published in a local newspaper. This signage and notice provided information on the application and instructions on how community comments or concerns could be submitted.



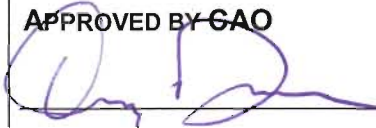
4. Council's comments and recommendations respecting the views of the residents are as follows:

That based on the number of letters sent and the lack of response received from all public notifications, Council considers that the amendment is acceptable to the majority of the residents in the area and the community.



W. Glenn McLaughlin
Chief Licence Inspector & Risk Manager
(604-276-4136)

Att.

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 
APPROVED BY GAO 	

Staff Report

Origin

The Provincial Liquor Control and Licensing Branch (LCLB) issues licences in accordance with the Liquor Control and Licensing Act (the “Act”) and the Regulations made pursuant to the Act.

This report deals with an amendment application submitted to LCLB and to the City of Richmond by Ronald Paterson, the owner of Pioneer’s Pub Ltd (the “Applicant”), **to open one hour earlier on Sunday’s**, under its Liquor Primary Licence No. 030591 in effect to;

- Change hours of sales **from** Monday to Thursday 10:00 a.m. to 12:00 a.m.; Friday and Saturday 11:00 a.m. to 1:00 a.m. and Sunday 11:00 a.m. to Midnight **to** Monday to Thursday 10:00 a.m. to 12:00 a.m.; Friday and Saturday 11:00 a.m. to 1:00 a.m. and **Sunday 10:00 a.m.** to Midnight.

A Local government is given the opportunity to provide comments and recommendations to the LCLB with respect to liquor licence applications and amendments. For amendments, the process requires the local government to provide comments with respect to the following criteria;

- the potential for noise, if the application is approved
- the impact on the community, if the application is approved.

Analysis

The 130 seat neighborhood pub has been in operation at Unit 200 – 10111 No 3 Road since 1988. The pub offers all types of liquor service with or without food service including sandwiches, appetizers and entrees. In October of 2013 the City received, processed and approved an application for a change of ownership to the Applicant, Ronald Paterson.

The location of the pub is zoned Commercial Mixed Used (ZMU19) Broadmoor. The business use of a neighborhood pub is consistent with the permitted uses for this zoning district. The pub is situated within a shopping complex that has recently undergone a major renovation. Within the complex there are two drugstores, three banks, a grocery store and various other businesses that cater to the day to day needs of the surrounding community. New to the complex make-over is a multi-use building with commercial activity on the bottom level and residential located above.

The letter of intent that was submitted by the applicant states he is requesting to open one hour earlier on Sundays for the following reasons;

- to be consistent with the Monday through Thursday opening hours,
- the growth and popularity of NFL has resulted in many customers requesting an earlier Sunday opening and,
- breakfast and non-alcohol beverages have increased in consumer demand throughout the week.

The request to open earlier on Sundays is consistent with previous requests submitted by other liquor licence establishments.

Regulatory Criteria

Noise Impact on the Community

The location is surrounded by a mix of commercial and high-density residential uses. The lack of negative feedback from the occupants in the area indicates residents do not expect the proposal to generate any additional noise or traffic other than the street noise generally associated with closing time dispersals.

Views of nearby residents, businesses and property owners

To satisfy LCLB requirements, the City's review process requires that the public be notified of the liquor licence amendment application and be given an opportunity to express any concerns related to the proposal.

The City's process for reviewing applications for liquor related permits is prescribed by the Development Application Fees Bylaw 8951 which under section 1.8.1 calls for:

1.8.1 Every applicant seeking approvals from the City in connection with:

(b) any of the following in relation to an existing licence to serve Liquor:

- i. addition of a patio
- ii. relocation of a licence
- iii. change of hours; or
- iv. patron participation

must proceed in accordance with subsection 1.8.2.

1.8.2 Pursuant to an application under subsection 1.8.1, every applicant must:

- (b) post and maintain on the subject property a clearly visible sign which indicates the intent of the application; and
- (c) publish a notice in at least three consecutive editions of a newspaper that is at least weekly in the area affected by the application.

In addition to the advertised public notice requirements set out in Section 1.8.2, staff have adapted from a prior bylaw requirement, the process of the City sending letters to businesses, residents and property owners within a 50-metre radius of the establishment (Attachment 1). This letter provides details of the proposed liquor licence application and requests the public to communicate any concerns to the City.

There are 19 property parcels within the consultation area. On October 1, 2013, letters were sent to 414 businesses, residents and property owners to gather their views on the application. As of November 4, 2013, two letters were returned as undeliverable and no letters of dissent were received.

There were no responses received from the community as a result of the newspaper publications and one letter of support in response to the sign posted at the site.

The following table is a summary of the application data and dates:

ITEM	DETAILS
City of Richmond Application Received	September 19, 2103
Type	Amendment – Hours of operation under Liquor Licence No. 030591
Location	Unit 200 – 10111 No. 3 Road
Proposed Hours of Liquor Sales	Monday to Thursday 10:00 a.m. to 12:00 a.m.; Friday and Saturday 11:00 a.m. to 1:00 a.m. and Sunday 10:00 a.m. to Midnight.
Zoning	Commercial Mixed Used (ZMU19) Broadmoor
Business Owner	Pioneer's Pub Ltd., Ronald Paterson, owner
Date Sign Posted	October 1, 2013
Newspaper Publication Dates	October 2, 4 and 9, 2013
Letters to residents/businesses	October 1, 2013

The public consultation period for the application ended on November 3, 2013.

Non-Regulatory Criteria

Other Agency Comments

As part of the review process, staff requested comments from Vancouver Coastal Health, Richmond RCMP, Richmond Fire-Rescue and the City's Building Permit and Business Licence Departments. These agencies and departments generally provide comments on the compliance history of the Applicant's operations and premises.

No objections were received to the application from the departments contacted.

Financial Impact

None.

Conclusion

Following the public consultation period, staff have reviewed the application and considered it in light of the legislated review criteria.

Given that there was no objections to the proposal from the various agencies consulted and given no concerns were received from all the public consultations carried out, staff recommend that Council provide a Resolution to LCLB supporting the application for Pioneer's Pub Ltd. to amend their hours of liquor service.

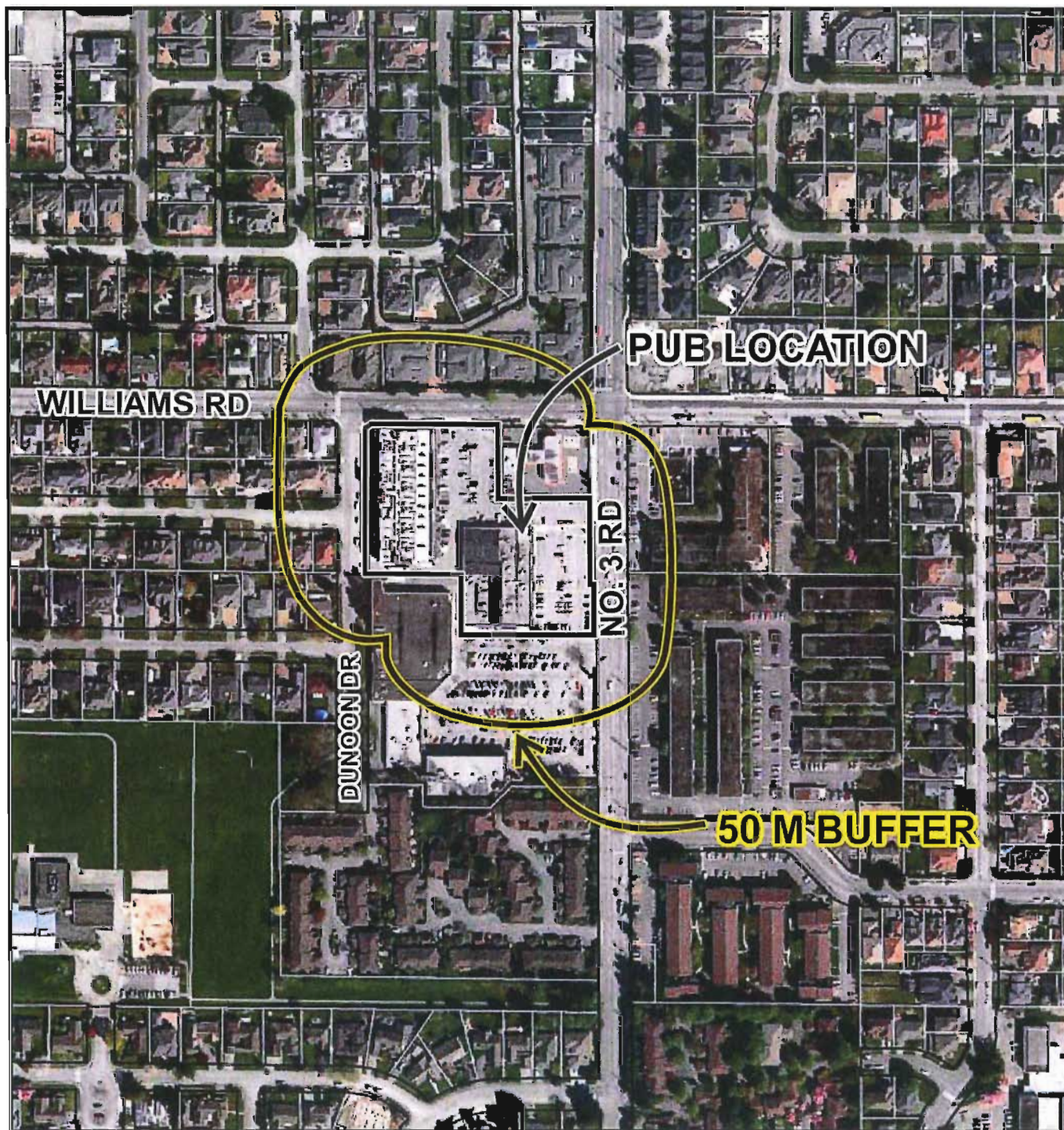


Joanne Hikida
Supervisor, Business Licence
(604-276-4155)

JMH:jmh



City of
Richmond



10111 No. 3 Road

Original Date: 11/06/13

Revision Date:

Note: Dimensions are in METRES



To: General Purposes Committee

Date: November 8, 2013

From: John Irving, P. Eng, MPA
Director, Engineering

File: 10-6000-01/2013-Vol
01

Re: Vancouver Airport Fuel Delivery (VAFD) Project - Environmental Assessment
Update

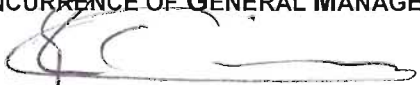

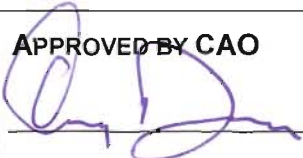
Staff Recommendation

That the attached staff report "VAFD Project - Environmental Assessment Update" from the Director, Engineering, highlighting staff comments on the Ministry of Environment *Interim and Marine Reports* and the overall status of the Vancouver Airport Fuel Delivery project, be received for information.

John Irving, P. Eng, MPA
Director, Engineering

(604-276-4140)

Att. 2

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 
APPROVED BY CAO 	

Staff Report

Origin

The Memorandum dated October 10, 2013 to Mayor and Councillors (Attachment 1) provided an overview of the status of the Vancouver Airport Fuel Delivery (VAFD) project timelines and the Working Group response deadline of November 8, 2013. This report highlights the information contained within the staff response letter (Attachment 2) to the British Columbia Environmental Assessment Office (BCEAO) regarding a review of the *Interim and Marine Reports* related to the VAFD Project.

Background

On Thursday, October 10, 2013, the BCEAO informed the City that the suspension for the proposed project reviews has been lifted, resuming the harmonized environmental assessment. The Ministers will have until December 24th, 2013 to make a decision on issuing the Environmental Assessment Certificate for the project.

The recent suspension was in place in order to provide sufficient timing to complete an interim report on the Ministry of Environment's land-based spill responsiveness (Interim Report) as well as a report on the requirements to establish a world-class marine spill regime (Marine Report). These reports were completed not only in response to the VAFD project, but also other pipeline projects proposed in BC. Recently staff received copies of the environmental spill studies. Working Group members were given until Friday November 8, 2013 to provide input on the two Ministry of Environment (MoE) spill response documents.

Analysis

Highlights of Interim and Marine Reports

The following provides a synopsis of the comments staff provided in the November 7, 2013 response to the BCEAO (Attachment 2) for the Interim and Marine reports:

- **Spill Volume:** The Transport Canada requirements for spill response require capability to respond to 10,000T spill, regardless of size of ship. The 10,000 T is inadequate for the vessels being used for the VAFD project.
- **Spill Response Time:** The Transport Canada minimum timelines for delivery of spill response equipment are inadequate for the dynamic currents and tides of the Fraser River estuary.
- **Inadequate Information for Fire Risk Planning:** Assessments of current response resource levels are inadequate for Richmond Fire Rescue (RFR) to create a plan or understand how to support a case-by-case plan. As such, RFR has no information that is helpful for RFR in understanding the risks or preparedness relevant to this project.

- **Liability for Long-Term Impacts:** The current liability limits and federal/international cleanup funds do not protect individuals or communities impacted by long-term environmental damage.
- **River-Specific Risks:** The Marine Report does not acknowledge the distinct risks related to ship movements in a river environment. The Marine Report clearly states “*As traffic increases, areas that were previously at a relatively low risk of an oil spill may be at higher risk*”. There is inadequate protection of the Fraser River and the estuary environment.
- **Unaddressed Components of a World Class Spill Regime:** The reports identify inadequate traffic-management, pilotage and escort vessel programs; vessel-vetting and -inspection measures. There are identified gaps in vital emergency response equipment. The current inventory of existing shoreline and marine ecological and economic resources are inadequate for planning and emergency responses and contingency planning is not coordinated between agencies. Operational tactics are not defined and there is insufficient funding from industry and senior government to implement planning, resources, and exercises. The current funding mechanisms in place do not adequately protect the impacted communities. The Province’s or industry’s commitment to resolving these identified gaps is unclear.
- **Potential to Overwhelm Current Resources:** The fuel receiving facility is outside of recognized industry standard response times for fire and as such requires additional resources to service the facility.

It is unclear how the Province is committed to the implementation of the *Interim and Marine* report recommendations. Due to the lack of consistency between the findings of the two reports and the MoE determination, staff requested that the BCEAO organize a fulsome discussion of this issue with the Working Group and the MoE.

The assumptions used to generate the spill/disaster scenarios as part of the recent studies are generic and do not reflect the unique conditions of the proposed jet fuel off-loading facility at this specific location in the South Arm of the Fraser. The proposed jet fuel off-loading site is adjacent to designated Environmentally Sensitive Areas (ESAs) and within 0.5 km from the closest ESAs with highly valued red coded habitat and others along the same shoreline and across the river. It is staff’s assessment that the recent spill studies do not consider these factors under one single simulated scenario. Emergency response and impact to habitat and residents have not been satisfactorily addressed. The proposed facility is also close to residents, businesses, industries, agricultural operations and within reach from Steveston, the largest commercial fishing port in Western Canada. A fuel spill may have significant impact on the fishing industry, residents, workers, customers and visitors to the surrounding area.

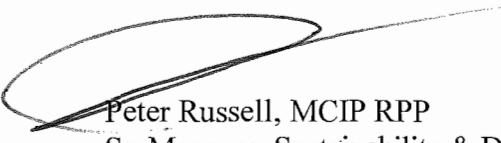
Recent Information

On November 2, 2013, the BCEAO shared new information from the Ministry of Environment (MoE) that indicated that *Interim and Marine Reports* were reviewed in consideration of the VAFD Project Assessment Report and Table of Conditions. Their review determined that a number of the components in those reports were outside of the current regulatory regime and that the VAFD Project Assessment Report and Table of Conditions (ToC) satisfy the current regulatory requirements. The findings of the spill reports, however, highlight that BC's current spill response regime is woefully inadequate compared to 'world-class' conditions. To date, the Province has not committed to updating regulations in response to the findings of the spill reports.

The City does not have a copy of the draft ToC forwarded to the Ministry of Environment and is therefore unable to appreciate the scope of the conditions relating to spill preparedness and response. In addition, without a copy of the ToC it is not possible to comment on how many of the City's outstanding concerns are addressed by the *Interim and Marine Reports*. Many of the recommendations from the reports would require an integrated approach involving City departments and resources. Due to the lack of transparency, staff have requested the EAO to immediately release the documentation that has been recently completed for this Environmental Assessment process and referred to the Ministers of Environment and Energy, Mines and Natural Gas.

Conclusion

While recognizing that a safe and reliable supply system for jet fuel is integral to the ongoing prosperity of YVR operations, the concerns from Richmond residents and Council remain unaddressed and those concerns are reinforced with the conclusions of the *Interim and Marine* reports.



Peter Russell, MCIP RPP
Sr. Manager, Sustainability & District Energy

(604-276-4130)

PR:pr



City of Richmond

Memorandum Engineering and Public Works Sustainability

To: Mayor and Councillors **Date:** October 31, 2013
From: Lesley Douglas, B.Sc., R.P.Bio. **File:** 10-6125-30-002/Vol 01
 Manager, Environmental Sustainability
Re: **Vancouver Airport Fuel Delivery (VAFD) Project – Review of Ministry of Environment documentation for spill response.**

As reported in the Thursday, October 10th, 2013 Information Memo, the British Columbia Environmental Assessment Office (BCEAO) has lifted the suspension for the VAFD Project.

Recently staff received copies of the environmental spill studies. With the resuming of the VAFD Project Environmental Assessment, Working Group members have until Friday November 8th, 2013 to provide input on the two Ministry of Environment (MoE) spill response documents that have been posted to the BCEAO website at

http://a100.gov.bc.ca/appsdata/epic/html/deploy/epic_home.html. Simultaneously the BCEAO and Port Metro Vancouver will be reviewing the documents and the BCEAO will be submitting a “refreshed” recommendation to the Ministers based on the existing and new information. As the EA timeline has been restarted, the Ministers will now have until December 24, 2013 to make a decision on the EA Certificate for the project.

Staff have reviewed the content of the two documents entitled *Spill Preparedness and Response Internal Interim Report* (Interim Report) and the *West Coast Spill Response Study*, comprised of 3 volumes (Marine Report). The intent of this memorandum is to provide a brief summary of each Report to Mayor and Council.

Interim Report

The 12 page Interim Report provides a high level status report on MoE policy development relevant to the VAFD Project. Generally this document highlights the land-based spill provisions contained within the *Intentions Paper on Spill Preparedness and Response* as well as the VAFD Project Draft EAO Certificate provisions for land based spills. As well, the Report highlights various land-based spill preparedness and response options being explored by MoE beyond the Draft Certificate Conditions. These include:

- First Nations and community involvement in geographic response plans;
- World-class enforceable spill response standards;
- Appropriate capacity and capability to respond to spills in BC;
- Ensuring restoration objectives for natural resource recovery can be achieved;
- Restitution for loss of public use; and
- Funding.

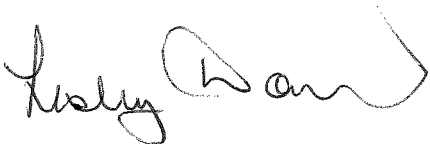
The Report does not provide timelines or other details for these actions which are integral aspects of a successful spill preparedness and response approach for the VAFD Project. The Report suggests the anticipation of a second Intentions Paper on Spill Preparedness and Response for this fall. Staff will notify Council when this Paper is available.

Marine Report

The Marine Report was commissioned by BC MoE to Nuka Research and Planning Group, LLC, a marine environmental consulting firm based in Seldovia, Alaska. The 3 volumes in this Report include: Volume 1: Assessment of British Columbia Marine Spill Prevention and Response Regime; Volume 2: Vessel Traffic Study; and Volume 3: World Class Oil Spill Prevention, Preparedness, Response and Recovery System”.

The report describes 38 features that would make up a “World Class” spill response regime, and evaluates the current local, Provincial and Federal measures in place (Attachment 1). In Volume 3, it is shown that of the 38 measures, one is marked green (“mostly or fully present”), 20 are marked yellow (“only partially present or require enhancement”), and 13 are marked red (“not present”). There are 4 elements that could not be evaluated for lack of data. Overall, the report calls for significant improvement of preparedness levels, and increased investment by senior governments and the transportation industry prior to increasing vessel traffic.

Staff are currently assembling a technical review of the reports, and will provide feedback to the EAO prior to the November 8 deadline. This information supports, in staff’s opinion, the concerns that the Province is currently unable to effectively respond to marine and land-based spills. The attached table is an excerpt from *Volume 3, Summary of Recommendations* that comments on the Province’s readiness to respond to marine based spills. A report will be brought forward to Council that includes this technical submission and further updates.





































Lesley Douglas, B.Sc., R.P.Bio.
Manager, Environmental Sustainability

LD:ld

Att: 1

pc: SMT
John Irving, P.Eng. MPA, Director, Engineering
Peter Russell, Sr. Manager, Sustainability & District Energy

FEATURE	ASSESSMENT
Vessel operations surpass international safety and spill prevention standards	
Vessels meet or surpass international requirements	
Vessels operate in a corporate safety culture that goes beyond compliance	
Vessel traffic is monitored and, in higher risk areas, actively managed to prevent accidents	
Vessel movement data is compiled and archived for analysis	
Vessel traffic is actively managed in high-risk areas	
Marine pilots are required for large vessels transiting certain waterways	
Escort vessels accompany certain vessels in high-risk operating areas	
Rescue and salvage resources can be on-scene quickly enough to be effective after an incident or spill	
Emergency towing resources are available for rapid deployment	
Marine firefighting resources are available for rapid deployment	Not determined
Salvage resources are available for deployment as needed to be effective	
Potential places of refuge are identified in advance	
Geographic areas are prioritized for protection from oil spills	
Marine and coastal resources are inventoried	
A process is in place to prioritize areas for spill protection	
Areas to be avoided are established as appropriate	
Geographic response plans are developed as appropriate	
Contingency planning is comprehensive, integrated, and understood by all relevant parties	
Planning is integrated across jurisdictions and sectors	
Contingency plans address all major spill response functions	Not determined; plans not available
Response planning standards ensure sufficient response capacity to respond to a worst-case spill	
Response operating limitations are identified and mitigation measures established	
Operational tactics are defined	Not known; guide not complete or not available for review

FEATURE	ASSESSMENT
Sufficient equipment can be deployed quickly to respond to a worst-case spill	
Response inventories are up-to-date, accessible, and accurate; resources are tracked during a response	
Response caches are strategically located, stocked, and maintained	
Equipment in the best available for the operating environments, environmental conditions, and potential spilled substances	
Logistical support is in place to support the response	
Spills can be detected, tracked, and modeled as needed to perform the response	
Sufficient personnel are available to respond to a worst-case spill	
Trained responders are available to staff a significant, prolonged response	
All responders and response managers use the same incident management system	
Responders are well-trained and regularly exercised	Not clear
Volunteers are managed to maximize their effectiveness	
A process is in place to restore damaged resources and to promote ecosystem recovery after a spill	
A process is in place to restore damaged resources and promote ecosystem recovery after a spill	
Government ensure compliance and transparency	
Government authorities review and audit industry contingency plans	
Other stakeholders are actively engaged	
Effective enforcement mechanisms are in place	
All parties actively pursue continuous improvement through research and development and the testing of planning assumptions	
A research and development program is in place	
Planning assumptions are verified through drill and exercises, and plans are updated to reflect lessons learned	
Incident reviews support continuous improvement	
Data on spill causality and “near misses” are compiled, analyzed, and used to inform system changes	
Financial mechanisms and resources meet needs from initiating the response through recovery	
Sufficient funds are available from industry and/or government to fully implement planning, response, and recovery	
Fair compensation is given for environmental, fiscal, and/or social impacts	



City of
Richmond

6911 No. 3 Road
Richmond, BC V6Y 2C1
www.richmond.ca

November 7, 2013
File: 10-6125-30-002/Vol 01

Engineering and Public Works Department
Sustainability
Telephone: 604-276-4000
Fax: 604-276-4132

BC Environmental Assessment Office
2-836 Yates Street
Victoria BC V8W 1L8

Attention: Trish Balcaen
Executive Project Director

Dear Ms. Balcaen:

Re: City of Richmond Comments for Interim and Marine Reports for VAFD Project

City staff have reviewed the recently-released reports entitled *West Coast Spill Response Study* ("Marine Report") and *Spill Preparedness and Response Internal Interim Report* ("Land Report"). The City review of these reports is undertaken specifically in light of concerns that the City has expressed regarding the proposed Vancouver Airport Fuel Delivery project (VAFD).

The City does note that the Marine Report describes 38 features that would make up a "World Class" spill response regime, and evaluates the current local, Provincial and Federal measures in place. Of the 38 measures, one (1) is "mostly or fully present" on the BC Coast, 20 are only partially present or require enhancement, and 13 are not present. There are 4 elements that could not be evaluated for lack of data. Although not all of the 38 features specifically address the movement of bulk fuel on the Fraser River, the Report does call for significant improvement of preparedness levels, and increased investment by senior governments and the transportation industry. Some of the relevant concerns parallel those already raised by the City of Richmond and other stakeholders in the Technical Working Group.

- **Spill Volume:** The Transport Canada requirements for spill response require capability to respond to 10,000T spill, regardless of size of ship. For comparison, the VAFD project proposal includes Panamax ships carrying up to 53,000T of jet fuel. The City agrees with the reports that preparation for a "worst case scenario" should recognize the non-zero risk of a ship losing its entire cargo through catastrophic ship loss. This "worst case scenario" approach should be applied to the VAFD project, particularly in light of the ecological resources at risk within the river, estuarine and marine environments.
- **Spill Response Time:** The Transport Canada minimum timelines for delivery of spill response equipment (6 hour response window for a 150T spill up to 72 hour response for a

10,000T spill) are wholly inadequate for the dynamic currents and tides of the Fraser River estuary.

- **Inadequate Information for Fire Risk Planning:** Assessments of current response resource levels from Volume 1 of the Marine Report are inadequate for Richmond Fire Rescue (RFR) to create a plan or understand how to support a case-by-case plan. According to Volume 2 of the Marine Report; “Even taken together, the three volumes of the West Coast Spill Response Study do not constitute a risk assessment, but the information...could be used to inform a future risk assessment...”. RFR agrees with this generalized statement, and finds that Volume 2 has no information that is helpful for RFR in understanding the risks or preparedness relevant to this project.
- **Liability for Long-Term Impacts:** The current liability limits and federal/international cleanup funds do not protect individuals or communities impacted by long-term environmental damage. This may represent a significant impact on residents, businesses and First Nations in Richmond.
- **River-Specific Risks:** Volume 2 of the Marine Report does not acknowledge the distinct risks related to ship movements in a river environment. All of the analyses end at Point Roberts, and all assessments are based on open and protected marine conditions. There is inadequate analysis related to the unique challenges presented by river and estuarine environments of the Fraser River.
- **Growing Risks in River Environments:** Volume 2 of the Marine Report clearly states “*As traffic increases, areas that were previously at a relatively low risk of an oil spill may be at higher risk*”. With increased traffic on the Fraser River proposed by several disparate projects, the City is concerned that the cumulative risk is not being evaluated and that the Fraser River and estuary are inadequately protected.
- **Unaddressed Components of a World Class Spill Regime:** Many of the 30 Features of a “world class” spill prevention and response regime are not in place, according to Volume 3 of the Report. The City acknowledges that not all points are directly relevant to the movement of Jet Fuel on the Fraser River, and some measures that are found inadequate on the North Coast are provided within Port Metro Vancouver’s jurisdictional areas or were addressed in the draft version of the Table of Conditions reviewed by the City, there remain unaddressed components. (In each of the following notes, the superscript numbers reference specific numbered features from Figure 2.1 of Volume 3 of the Marine Report):
 - Various traffic-management, pilotage and escort vessel programs will be required to ramp up concomitant with increased tanker and non-tanker vessel traffic in and around the Fraser River Estuary. A commitment of this increased investment is required from Port Metro Vancouver ^[2].
 - Current vessel-vetting and -inspection measures should be upgraded to instil the requested on-ship “safety culture”. This should include increased transparency and data-sharing between the Port, the Coast Guard, and other agencies regarding ship movement, safety measures, near-misses, and readiness training ^[1, 2, 10, 11].
 - There are identified gaps in vital emergency response equipment, including emergency towing vehicles, salvage equipment, and marine firefighting resources. The Port and/or the proponent need to commit to the placement of these resources

prior to terminal opening, Richmond Fire Rescue (RFR) has specifically requested several times that marine firefighting capabilities be included in the Table of Conditions, and have yet to receive that commitment^[3].

- Current inventory of existing shoreline and marine ecological and economic resources is inadequate for planning response priorities or establishing exclusion zones, and no system is in place to update, improve, or manage such an inventory with the closing of FREMP. There is no process in place to restore damaged resources or promote ecosystem recovery, nor is there legislation or a funding model to do so. There is no in-place funding to research and develop this type of recovery response^[4, 8, 10].
 - Current response and contingency planning is not coordinated between agencies. The Coast Guard, WCMRC, and PEP operate under different command structures, and it remains unclear to the City who will lead response, where geographic and jurisdictional boundaries are drawn, or what role Municipal responders will be required to fill. There is no process to coordinate drills and exercises to verify planning assumptions, or to provide for the review of incidents across agencies to support improvement^[5, 10].
 - Operational tactics are not defined, or are not shared intra-agency. Resource inventories, response gaps, logistical support, the use of trained and volunteer responders are all areas where information is lacking. There is no opportunity for public or government oversight of any contingency plans that may exist^[5, 6, 7, 9].
 - There is not sufficient funding from industry and senior government to implement planning, resources, and exercises, nor do the compensation funding mechanisms in place adequately protect the community that will be impacted by a major incident^[11].
- **Potential to Overwhelm Current Resources:** While these reports suggest minor improvement in preparedness, RFR still believes that the plans specific to RFR's concerns are not well defined and that a major incident at the proposed marine terminal or along the proposed pipeline corridor has the potential to overwhelm current resources. The fuel receiving facility is outside of recognized industry standard response times for fire and as such requires additional resources to service the facility. RFR reiterates that it is currently unable to provide the type of fireboat, marine firefighting resources, or level of training that is recommended in the Marine Study. RFR agrees that there is no defined firefighting plan other than on board crews to suppress minor fires, and shares this concern. RFR notes that after this extensive period of time and extensive consultation with the project proponent, the vast majority of issues raised in the Marine Study recommendations are not complete and the areas identified as somewhat complete generally lack detail specific enough for action.

As the City has not been permitted to review the Assessment Report or Table of Conditions provided to the Ministers, it is not possible to comment on how many of the City's outstanding concerns are addressed by those documents. As many of the recommendations from the report, especially many of those that make up the summary in Volume 3 of the Marine Report as listed above, would require an integrated approach involving City departments and resources, it is unclear how a commitment to meet these recommendations will be achieved without a level of detailed consultation with the City that has not yet occurred. Furthermore, the City has received the Thursday October 31st, 2013 e-mail from Jim Hofweber of the Ministry of Environment (MoE) indicating that the Ministry of Environment has reviewed the Interim and Marine reports. The e-mail also indicates their determination that the VAFD Project Assessment Report and Table of

Conditions are consistent with both spill reports. In absence of a copy of the Table of Conditions reviewed by the MoE, the City is unable to appreciate the scope of the conditions relating to spill preparedness and response. In addition the BCEAO has not provided the opportunity for the City or Working Group members to review the findings of the Marine and Interim report with the MoE as they relate to the VAFD project and a *world class spill response regime*. Due to the lack of consistency between the Nuka review of the reports and the MoE determination, the City requests that the BCEAO organize a fulsome discussion of this issue with the Working Group and the MoE.

To reiterate, Richmond City Council has steadfastly opposed the VAFD project from the outset for a variety of reasons, including environmental risk concerns and emergency response capabilities.

We look forward to viewing the Marine and Interim report comments from other Working Group members on your SharePoint site and the opportunity to engage in a dialogue on this issue in the immediate future.

Yours truly,



Lesley Douglas, B.Sc., R.P.Bio.
Manager, Environmental Sustainability

LD:ld

pc: SMT
John Irving, P.Eng. MPA, Director, Engineering
Peter Russell, Senior Manager, Sustainability and District Energy
Tim Wilkinson, Deputy Fire Chief
Terry Crowe, Manager, Policy Planning
Amarjeet S. Rattan, Director, Intergovernmental Relations & Protocol Unit
Lloyd Bie, Manager, Engineering Planning




City of Richmond




Report to Committee

To: General Purposes Committee **Date:** November 26, 2013
From: Cathryn Volkering Carlile **File:** 08-4057-05/2013-Vol
General Manager, Community Services 01
Re: **Kiwanis Towers - First Disbursement from the Affordable Housing
Reserve Fund to 6251 Minoru Blvd**

Staff Recommendation

1. That, subject to Resolution 3 below, \$11,770,500 be paid to Richmond Kiwanis Senior Citizens Housing Society (the "Society") towards costs associated with 296 subsidized seniors housing units at 6251 Minoru Boulevard (the "Lands") to be used by the Society as follows:
 - a. \$9,166,870 towards construction costs; and
 - b. \$2,603,630 towards the development cost charges, development application and/or building permit fees already paid to the City.
2. That, pursuant to the Contribution Agreement dated November 9, 2012 between the City and the Society, no payment by the City be made until the security (which includes a second mortgage charging the Lands) securing the performance of the Society's obligations to the City in the Contribution Agreement (the "City Security") is granted by the Society to the City and fully registered as required.
3. That the Chief Administrative Officer and the General Manager of Community Services be authorized:
 - a. To negotiate and execute all agreements and documents in relation to the City Security and disbursements, including, without limitation, a priority agreement in favour of BC Housing granting BC Housing security priority over the City Security; and
 - b. To make the expenditures in Resolution 1 above.


Cathryn Volkering Carlile
General Manager, Community Services
(604-276-4068)

REPORT CONCURRENCE		
ROUTED TO: Finance Division Law Development Applications	CONCURRENCE <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	CONCURRENCE OF GENERAL MANAGER 
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO 

Staff Report

Origin

The purpose of this report is to recommend Council approve a payment of \$11,770,500 to Richmond Kiwanis Senior Citizens Housing Society (“Society”) towards construction costs and permit fees associated with 296 subsidized seniors housing units to be owned by the Society at 6251 Minoru Boulevard (“Kiwanis Towers”).

Kiwanis Towers exemplifies an innovative multi-stakeholder approach to combine non-profit, private, and public sector funding and expertise with senior government financing and technical support to achieve subsidized rental housing to meet the needs of Richmond’s low income seniors.

The project originated when the Society determined to replace an aging seniors housing complex on its nearly 5 acre site with two towers, financed in part through selling a portion of the site to Polygon. Polygon has contracted with the Society to build the seniors units while also building three market condominium towers on its parcel. A second source of funding for Kiwanis Towers is coming from City contributions funded partly with monies already in the capital Affordable Housing Reserve Fund and partly with Affordable Housing Value Transfers from Polygon’s three market towers on the site and several other contributor sites. Finally, BC Housing is arranging a low-interest construction financing and a low-interest take-out mortgage.

This report supports the following Council term goal:

Development of a clearer definition of affordable housing priorities and subsequent utilization of affordable housing funding.

At its open meeting on June 25, 2012 Council approved recommendations in a May 30, 2012 staff report from the General Manager of Community Services titled “Project Specific Financial and Policy Considerations for the Proposed Kiwanis Towers Affordable Housing Development at 6251 Minoru Boulevard.” These recommendations included provision of financial support toward the development of seniors housing units up to a maximum of \$20,837,610 for the costs of construction, and up to a maximum of \$3,305,468 for development cost charges, permit fees, and service cost charges. The entirety of these latter costs and part of the construction costs are to be funded with capital Affordable Housing Reserve Funds already in the Five Year Financial Plan (2013-2017); the balance of construction costs are to be funded through new Affordable Housing Value Transfers to be received from several contributor sites owned by Polygon.

Both a rezoning application (RZ 11-591685) and a development permit (DP 12-609958) were issued for Kiwanis Towers on March 11, 2013. The rezoning considerations divided the City’s contributions towards Kiwanis Towers into:

- Four payments toward construction costs;
- One payment for development cost charges and permit fees; and
- One payment for service cost charges.

This contribution schedule, as well as the Council-approved pre-conditions for the contributions set out in the rezoning considerations, was included in a subsequently executed Contribution Agreement dated November 9, 2012 between the City and the Society (“Contribution Agreement”). The Contribution Agreement provides that, subject to Council’s approval, the first payment for construction costs and the payment for the development cost charges and permit fees are due when a building permit authorizing the construction of the seniors housing units is issued.

This building permit was issued on September 4, 2013.

The Contribution Agreement also provides that prior to disbursement of the security (which includes a second mortgage charging the Society’s land at 6251 Minoru Boulevard) securing the performance of the Society’s obligations to the City in the Contribution Agreement (“City Security”) must be granted by the Society to the City and fully registered as required. It is anticipated that the City Security will be in place by the end of November 2013, immediately after BC Housing registers its mortgage on the Society’s land.

At its open meeting of April 10, 2012 Council endorsed amendments (subsequently adopted) to the Affordable Housing Statutory Reserve Fund Policy 5008, Zoning Bylaw 8500 and Affordable Housing Operating Reserve Fund Establishment Bylaw No. 8206. The amendments provide Council with authority to direct:

1. Different proportions of contributions to the two capital and operating Affordable Housing Reserve Funds, from time to time, to support affordable housing special development circumstances (“AHSDCs”); and
2. Capital financial support for specific affordable housing developments for affordable housing project eligible costs that include:
 - a. Municipal fiscal relief (i.e., development cost charges, costs related to the construction of infrastructure required to service the land, and development application and permit fees);
 - b. The construction of infrastructure required to service the land on which the affordable housing is being constructed; and
 - c. Other costs normally associated with construction of the affordable housing (e.g. design costs, soft costs).

At the discretion of Council, 100% of contributions can be allocated to projects that meet the AHSDC requirements set out in Policy 5008. At its June 25, 2012 meeting, Council approved Kiwanis Towers as an AHSDC project.

In receiving its building permit, the Kiwanis Towers project has reached a funding milestone in the Contribution Agreement, triggering the first of the City’s financial contributions.

This report seeks Council's approval for a payment of \$11,770,500 to the Society towards construction costs and permit fees associated with the development's 296 subsidized seniors housing units and authority to fulfil administrative requirements such as contracts.

Analysis

1. Payment toward costs of construction (\$9,166,870)

At its open meeting on June 25, 2012 Council approved a maximum of \$20,837,610 towards the costs of constructing Kiwanis Towers and approved the allocation of \$2,147,204 towards construction costs from existing Affordable Housing Reserve Funds. The remaining funding is to be funded with new AHVTs from several Polygon contributor sites, which are being made in phases from 2012 to 2017 subject to Council's approval of the rezoning of those contributor sites.

The Contribution Agreement between the City and the Society provides that the City's first payment toward the cost of constructing Kiwanis Towers can be up to a maximum of \$10,911,127. If the City has not received this amount in AHVTs and cash-in-lieu, then the Contribution Agreement provides that the City will pay to the Society only those amounts that it has received; and any shortfalls, subject to Council approval, be paid when the City receives further AHVTs from the contributor sites (subject to Council approvals).

To provide comfort to the Society in the event that Polygon is unable to make some of its AHVTs to the City should Polygon's last two contributor sites not receive rezoning or not proceed according to schedule, Polygon has entered into contribution agreements with the Society to provide them security sufficient to cover any shortfalls arising from those two sites.

The following table shows that \$9,166,870 (cash-in-lieu contributions and AHVTs) are available from the City's capital Affordable Housing Reserve Fund and are for the construction costs of Kiwanis Towers.

Source	Amounts Targeted	Amounts Approved/Received for Distribution as of Oct 31 st , 2013
Previously Approved AH Capital Projects from Cash-in-Lieu Contributions	\$2,147,204	\$2,147,204
New Affordable Housing Value Transfers (AHVTs) from Polygon Contributor Sites	\$18,690,406	\$7,019,666
TOTALS =	\$20,837,610	\$9,166,870

The second scheduled payment toward construction costs of Kiwanis Tower is due, subject to Council's approval, when a quantity surveyor retained by and reporting to BC Housing determines that the first tower containing 148 seniors housing units has achieved substantial completion and when the City grants a final building inspection permitting occupancy of those units.

Staff recommends Council approve payment of \$9,166,870 (cash-in-lieu and AHTV funds) towards the construction costs of Kiwanis Towers.

2. Payment toward development cost charges, permit fees, and service cost charges (\$2,603,630)

At its open meeting on June 25, 2012 Council approved a City contribution of up to a maximum of \$3,305,468 towards the development cost charges, development application and/or building permit fees, and service cost charges associated with Kiwanis Towers. These costs are to be funded with capital Affordable Housing Reserve Funds already in the Five Year Financial Plan (2013-2017).

The City's payment toward development cost charges and permit fees is due, subject to Council's approval, upon issuance of a building permit for Kiwanis Towers. Development cost charges and permit fees amounted to \$2,603,629.51. That amount has been paid to the City by Polygon, and Polygon has in turn charged it to the Society. This leaves \$701,839 for servicing costs that will be finalized at a later date.

Council approved a City contribution of up to a maximum of \$454,350 toward the servicing costs for off-site works (i.e., road, sidewalk, and utilities works) associated with Kiwanis Towers. Council approved that amount as an estimate. Actual servicing costs will not be finalized until the works have been completed to the City's satisfaction and have been granted final engineering approvals. The City's approved contribution for servicing costs is due at that time. Should the actual values exceed \$454,350, the Society may request additional City contributions; such requests must be in writing from the Society, must include confirmed values, and are subject to the City's determination and approval requirements.

Staff recommends Council approve payment to the Society of \$2,603,630 towards the development cost charges and permit fees associated with Kiwanis Towers, to be funded from the allocation of capital Affordable Housing Reserve Fund monies approved on June 25, 2012.

3. Administrative Considerations

Staff require authorization from Council to execute two aspects of the Council-approved requirements for making disbursements to Kiwanis Towers. First, the City Security will be second in priority to BC Housing's security (which will include a first mortgage in favour of BC Housing). Because of this, BC Housing will require the City to sign documents to give BC Housing priority over the City Security for its mortgage advances and other disbursements to the Society. Second, spending authority in excess of \$500,000 requires Council approval.

Therefore, staff recommend that the Chief Administrative Officer (or designate) and the General Manager of Community Services be authorized

- To negotiate and execute all agreements and documents in relation to the City Security and disbursements, including, without limitation, a priority agreement in favour of BC Housing granting BC Housing security priority over the City Security; and
- To make the expenditures recommended in this staff report.

Financial Impact

The combined amount of payments being recommended at this time is \$11,770,500. This would be funded from \$4,750,834 already included in the Five Year Financial Plan (2013-2017) and allocated by Council toward Kiwanis Towers at the June 25, 2012 open Council meeting. The remaining \$7,019,666 would be funded out of the capital Affordable Housing Reserve Fund from additional AHVT contributions recently received from Polygon contributor sites.

Council approved an increase of \$7,019,666 to the 2013 Capital Budget from the capital Affordable Housing Reserve Fund on November 25th, 2013 as part of the Five Year Financial Plan (2013-2017) Amendment Bylaw.

Conclusion

Kiwanis Towers exemplifies an innovative multi-stakeholder approach to combine non-profit, private, and public sector funding and expertise with senior government financing and technical support to achieve subsidized rental housing to meet the needs of Richmond's low income seniors.

In receiving its building permit, Kiwanis Towers has reached a milestone triggering the first of the City's financial contributions.



Dena Kae Beno
Affordable Housing Coordinator
(604-247-4946)

DKB:jdb



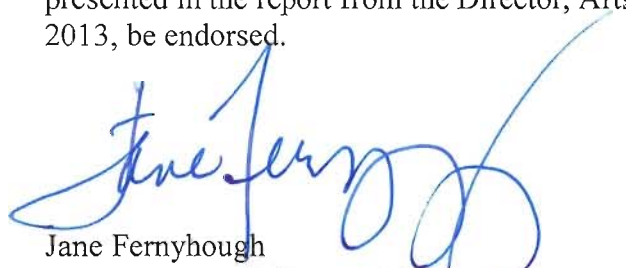
City of Richmond

Report to Committee

To: General Purposes Committee
From: Jane Fernyhough
Director, Arts, Culture and Heritage Services
Date: November 25, 2013
File: 11-7000-09-20-109/Vol
01
Re: **Art Plinth at Brighthouse Station Public Art Project Concept Proposals**

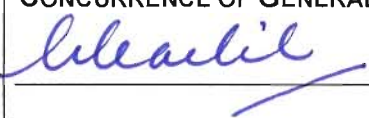

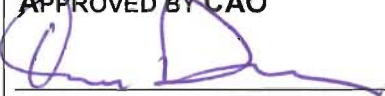
Staff Recommendation

That the two concept proposals for the *Art Plinth at Brighthouse Station Public Art Project* as presented in the report from the Director, Arts, Culture & Heritage Services dated November 25, 2013, be endorsed.



Jane Fernyhough
Director, Arts, Culture and Heritage Services
(604-276-4288)

Att. 2

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Budgets Public Works	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO 

Staff Report

Origin

At its meeting on April 8, 2013, Council approved the following recommendations:

1. *That the Canada Line Elevated Guideway Terminus Public Art Project Terms of Reference for an artist call, as outlined in the staff report dated March 7, 2013 from the Director, Arts, Culture & Heritage Services, be endorsed.*
2. *That prior to issuance of the artist call, staff report back to Council seeking authority to modify the City Infrastructure Protocol and the Richmond Access Agreement, if needed, in order to accommodate the Canada Line Elevated Guideway Terminus Public Art Project.*

This report presents for Council's consideration two recommended concept proposals for the temporary placement of public artwork at the Canada Line terminus at Brighthouse Station.

This initiative is in line with Council Term Goal 9.1:

Build culturally rich public spaces across Richmond through a commitment to strong urban design, investment in public art and place-making.

Analysis

Background

On October 9, 2012, staff reported to Council on options for placement of an artwork at the end of the Canada Line at Brighthouse Station. Council authorized staff to enter into discussions with InTransit BC for the Canada Line Elevated Guideway Terminus Public Art Project.

In the subsequent report to Council on April 8, 2013, staff reported on discussions with InTransit BC and presented the draft terms of reference for an artist call for a series of temporary art installations at the Canada Line terminus, and outlined next steps to proceed. These included a further review of technical and legal considerations. Council authorized an artist call for up to eight (8) temporary art projects to be displayed for a minimum of six (6) months to a maximum of one (1) year, each.

Over the past several months, City staff have consulted with InTransit BC and reviewed technical considerations and standards for an art installation at the Canada Line terminus and the steps for approval. Based on these discussions, adjustments have been made to the supporting structure to be placed on the terminus column to support the artworks, to meet structural requirements for the guideway structure. These revisions have been incorporated in the artist call. Following selection of the artworks and consideration of their support requirements, the final design will be provided by a professional engineer retained by the City.

Staff also reviewed the *City Infrastructure Protocol and the Richmond Access Agreement* with InTransit BC. This document already contains the appropriate steps for approval to proceed with the project, and therefore does not require an amendment or modification. As no further legal

agreements were required, staff finalized the terms of the artist call for the *Art Plinth at Brighthouse Station* and presented it to the Public Art Advisory Committee, which endorsed the call.

The artwork will be in a highly visible public location on InTransit property. Notes have been added to the artist call to ensure compliance with InTransit BC Public Art Display Policy Guidelines. These include stipulations that the art content not convey religious messages, present demeaning or derogatory portrayals of individuals or groups, nor contain anything which is likely to cause offence based on generally prevailing community standards.

Terms of Reference – Civic Public Art Selection Process

The Public Art Program issued a nationwide call to artists on August 8th, 2013 and submissions closed on October 7th, 2013 (**Attachment 1**). Seventy-six (76) proposals were received from across Canada.

In accordance with the City Public Art Program procedures for artist selection, a selection panel reviewed the applications. The selection panel met on October 21, 2013, and included the following members:

- Cameron Cartiere, PhD, Dean of Graduate Studies, Emily Carr University of Art and Design
- Clara Chow, Richmond resident and Member of the Advisory Group for the City Centre Public Art Plan
- Jeanette Lee, Artist
- John Leighton, P. Eng, InTransit BC
- Norm Williams, Artist

Proposals were evaluated on the basis of artistic merit, appropriateness to the goals of the Program and the terms of reference, artist qualifications and feasibility. The panel was empowered to recommend up eight (8) projects with a budget of up to \$200,000 in total funding. After thoughtful consideration, the panel elected recommending two (2) projects with a total budget amount of \$80,000.

The panel recommended limiting the selection to two artworks, each to be displayed for up to one year, to allow staff and InTransit BC to test out the logistics of the installations and allow time for community response to each artwork. A new call to artists will be issued following evaluation of these projects and lessons learned. Options for the next call would include a series of temporary artworks or a longer term or permanent artwork. With only \$80,000 of the budgeted \$200,000 to be spent in total on the first two artworks installations, the remaining budget of \$120,000 would be available for the future artist call.

Recommended Public Art Projects

Following review of the artists and their proposals, the panel recommended support for the following *Art Plinth at Brighthouse Station* projects, and approximate budgets (**Attachment 2**):

- *SkyDam*, by Nathan Lee, Sarah Siegel, Erika Mashig and Aline Meylan (\$45,000)
- *Roost*, by Carlyn Yandle (\$35,000)

SkyDam, as proposed, will be constructed of painted Richmond driftwood to resemble a beaver dam. A group of beaver, sculpted from rigid foam, will inhabit the construction. *SkyDam* references the importance of the beaver to the cultural history of Canada, as well as drawing parallels between beaver and human efforts in managing our environments and habitats.

SkyDam will be created by a team of local area landscape architects with experience in creative projects throughout the region. Featured works include *Corduroy Road*, with Hapa Collaborative, the urban environment installed on Robson Street, Vancouver during the annual street closure in 2013.

The second work, *Roost* by Carlyn Yandle is proposed as a cluster of brightly coloured recyclable aluminum tubes seemingly emerging out of the end of the Canada Line guideway, like the cut-off end of a massive electrical conduit. It is anticipated that the ends of the tubes will provide shelter for birds. Staff will monitor the impact of birds and take action to modify the artwork if required.

Carlyn Randle is currently completing a public art commission for the City of North Vancouver, and her winning design, *Crossover*, is featured in the pedestrian scramble crosswalk at No. 1 Road and Moncton Street in Steveston.

Each artwork is to be displayed for a minimum of six (6) months up to maximum of one (1) year, subject to InTransit BC requirements for inspections of the Canada Line guideway. The works are meant to be recycled at the conclusion of their exhibition.

Following Council endorsement of the concept proposals, an interdepartmental staff team will work with InTransit BC and the artists to develop the detailed designs for each project. Further information about the proposed art projects is provided in the attachments to this report (**Attachment 2**).

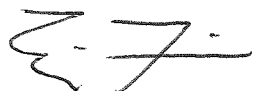
Financial Impact

Funding for this project of \$80,000 is available and was approved as part of the 5 Year Financial Plan (2012-2016).

Conclusion

Richmond's Public Art Program creates opportunities for artists to enhance the public spaces across Richmond through a commitment to strong urban design, investment in public art and place-making. The *Art Plinth at Brighthouse Station* public art projects identified in this report embrace and explore these goals, and the Richmond Public Art Advisory Committee has enthusiastically endorsed the public art concepts.

If approved, the projects will move into the design phase, with installation of the first work to be completed by spring 2014.



Eric Fiss
Public Art Planner
(604-247-4612)



**City of
Richmond**

Public Art Program



The Art Plinth at Brighthouse Station Call to Artists – Request for Proposals Terms of Reference

The City of Richmond's Public Art Program invites artists or artist teams to submit concept proposals and samples of past work in consideration for a series of five (5) to eight (8) temporary public art projects at Brighthouse Station - Canada Line Terminus, located along bustling No. 3 Road in Richmond, British Columbia. All information about the project is contained herein.

Budget:

**\$200,000 Total for five (5) to eight (8) projects, all inclusive
Suggested budgets of \$25,000 to \$50,000 per project**

Installation:

Winter 2014 through Fall 2015

Deadline for Submissions:

Monday October 7th, 2013

Eligibility:

Open to Canadian Residents

For more information, contact the Public Art Program:

Phone: Eric Fiss at 604-247-4612

Email: publicart@richmond.ca

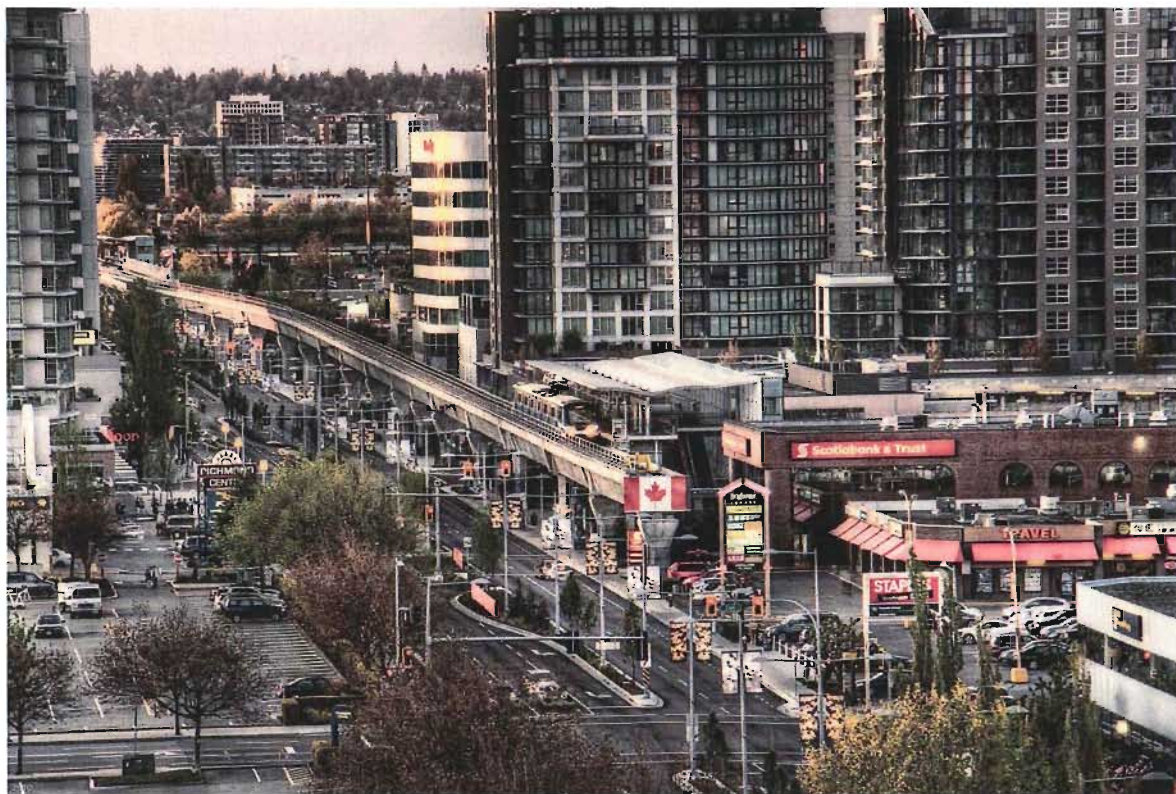


Figure 1 Brighthouse Village, Richmond B.C. (note: artwork to be located where Canada Flag is shown.)
Photo by Christina Lazar-Schuler

Scaffolding is analogy. It explains what a wall is without being a wall. Perhaps it describes by desiring the wall, which is the normal method of description. But also the scaffold wants to fall away from support. Its vertigo is so lively. The style of fidelity of scaffolding is what we enjoy. It finds its stabilities in the transitions between gestures.

- The Office for Soft Architecture (OSA), Doubt and the History of Scaffolding

Project Overview

The Canada Line is in many ways a type of scaffold, a key supporting framework in the evolving urban landscape of Richmond. Although it remains constant, it is geographically located in an area that is undergoing considerable growth and redevelopment, continually re-establishing and strengthening symbiotic social and economic relationships in the process.

This project is an opportunity for an artist/artist team to propose a temporary, site-specific public artwork on the last supporting column of the Canada Line at Brighthouse Station. It is an opportunity for the City to develop a dedicated site for temporal public artwork. Similar programs have been implemented in other cities including: *The Fourth Plinth* in London, UK; *OFFSITE* in Vancouver; and the Canada Line public art program. The City of Richmond's Art Columns are another example of the ever changing artworks that now grace the Lansdowne and Aberdeen stations. Figures 2 to 5 illustrate a few examples of temporal public art initiatives.

Figure 2

Powerless Structures Fig. 101
Elmgreen and Dragset, 2012
Fourth Plinth. Trafalgar Square. London, UK

Website: <http://www.london.gov.uk/fourthplinth/home>



Figure 3

Plaza
Heather and Ivan Morison, 2010
OFFSITE/Vancouver Art Gallery
Installation view Courtesy the artists and Clint Roenisch Gallery
photo Rachel Topham

Website:
http://www.vanartgallery.bc.ca/the_exhibitions/offsite.html



Figure 4

Bear Hunt (Heads)
Dean Drever, 2009
Langara-49th station, as part of Vancouver's Canada Line
Public Art Program. Photo Stephen Rees

Website:
<http://www.thecanadaline.com/Art-Community.tsp#1>



Figure 5

Here is There is Here
Diyan Achjadi, 2011
No. 3 Road Art Columns / City of Richmond Public Art Program,
Aberdeen Canada Line Station, Richmond BC

Website:
<http://www.richmond.ca/culture/publicart/no3rdartcolumns.htm>



Site

No. 3 Road is the major thoroughfare through the Richmond City Centre and home to the Canada Line rapid transit connection from Vancouver and the Vancouver International Airport. Brighthouse Station is a busy commuter hub located across from Richmond Centre shopping mall, near adjacent restaurants and businesses and a short distance from City Hall and Minoru Park. The artwork should respond to the character of the site by taking into account scale, colour, material, texture and other contextual dynamics of the location. The artwork should also be mindful of the historical, geographical, cultural and social features of the site.

The Canada Line and No. 3 Road serve a diverse city comprised of commuters, residents, visitors and nearby businesses. Richmond is arguably the most diverse city in the country with more than half of its residents born outside Canada, the majority being of Chinese descent. This area will be highly visible by both vehicular and pedestrian traffic.

The column location sits within the extent of Brighthouse Plaza, a retail centre. Potential future redevelopment of this site may include opportunities to envision a new urban plaza at this location.

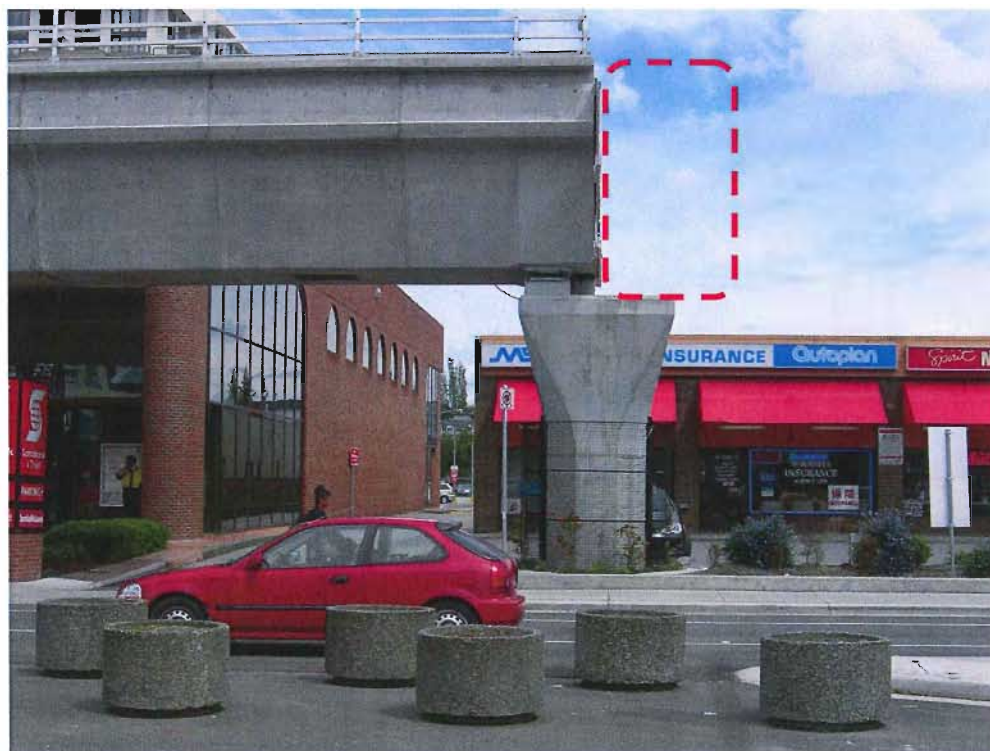


Figure 6. Side elevation of final Canada Line column

Intent

The *Art Plinth* represents an exciting opportunity for artists to experiment with temporary interventions in the public realm. Artworks will be installed for a minimum period of six (6) months to a maximum of twelve (12) months. While the work may serve as a place marker, it could also serve to question and anticipate future uses of the site and transformation of the city centre.

The Work should be designed to urban scale, and sited on the upper ledge of the last Canada Line column at Brighthouse Plaza. Public safety in a high voltage environment on the Canada Line tracks is a major consideration. Therefore, the Work will be attached to an intermediate support frame provided by others as illustrated in **Figure 7**. All proposed attachment methods will be reviewed to ensure

compatibility. While the artwork may extend upwards and outwards from the column, it should not be conducive to people attempting to climb onto the work. Figure 7 illustrates the overall space allowance for the artwork. If selected, the artist will need to work in cooperation with City and InTransitBC engineering and public safety guidelines.

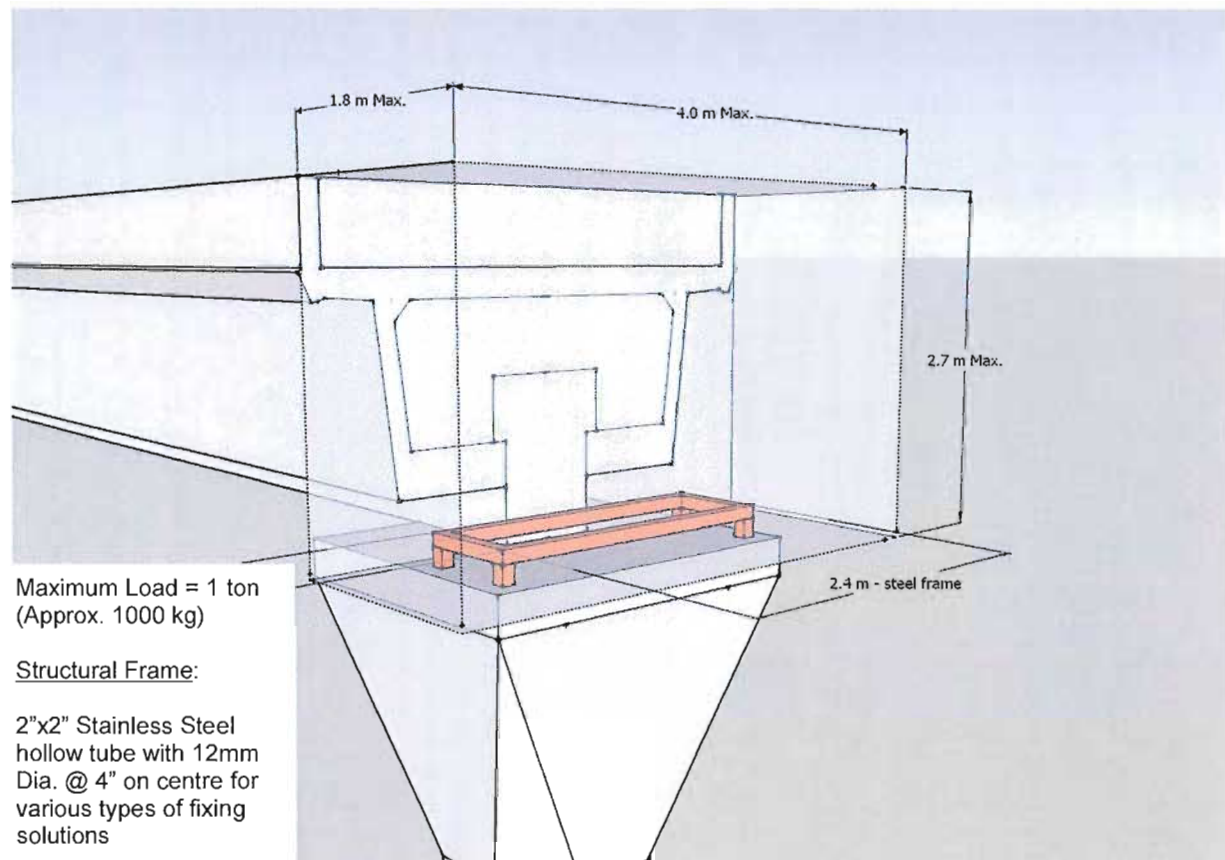


Figure 7. Top of plinth parameters, showing overall space allowances and dimensions for artwork.

Budget

The total budget established for this project is approximately \$25,000 - \$50,000 for each Work, based on a rotating series of five (5) to eight (8) artworks. A total budget of \$200,000 over five (5) years will be allocated. This budget includes (but is not limited to): artist fees, design, permitting as needed, engineering fees, fabrication, installation, photography, insurance and all taxes. Travel to Richmond and/or accommodation is at the artist's expense.

At the end of the exhibition, all artworks will be considered for possible:

- Purchase and re-siting within the City
- Returned to artist
- Dismantled, removed and returned to artist or recycled for materials

Schedule (subject to change)

Submissions Close

Stage One – Artist selection panel convened

Stage Two - Detailed Design/Technical Review

Stage Three – Fabrication/Installation

Monday October 7th, 2013

October 2013

October - December

2014

Selection Panel & Process

- The recommended artist(s)/artist team will be chosen through a one-stage selection process under the mandate of the Richmond Public Art Program.
- A public exhibition of all submissions will be displayed for public response
- Artists will respond to this invitation with up to ten examples of past work and a written statement of intent and approach to the Brighthouse Station project.
- A five (5) person selection panel consisting of artists, art professionals and community members will convene to recommend up to eight (8) artists/artist teams projects

Note: The City of Richmond reserves the right to cancel the public art call or the public art project.

Selection Criteria

Submissions to this request for proposals (RFP) will be reviewed and decisions made based on:

- Artist qualifications and proven capability to produce work of the highest quality;
- Artist's capacity to work in demanding environments with communities and other design professionals, where applicable;
- Appropriateness of the proposal to the project terms of reference and Public Art Program goals;
- Artistic merit of the proposal;
- Degree to which the proposal is site and community responsive, and technically feasible;
- Compliance with the InTransit BC Public Art Display Policy, which stipulates that the art content not convey religious messages, present demeaning or derogatory portrayals of individuals or groups, nor contain anything which is likely to cause offence based on generally prevailing community standards.
- Probability of successful completion; and
- Environmental sustainability of the proposed artwork.

Additional consideration may be given to proposals from artists who have not received commissions from the City of Richmond in the past three years.

Submission Requirements

All documents must be PDF files and sent by e-mail to: publicart@richmond.ca.

All submissions should contain the following items and in the following order:

- ☐ **Information Form (1 page)**
 - A completed Information Form found on last page of this document.
- ☐ **Statement of Intent (2 page maximum)**
 - A typed letter of interest, including artist's intent, rationale and a preliminary visualization for this particular public art project. The statement should address the Selection Criteria (above), artistic discipline and practice.
- ☐ **Resume/Curriculum Vitae (2 pages maximum per artist)**
 - Outline your experience as an artist, including any public art commissions. If you are submitting as a team, each member must provide a personal resume (each a maximum of 2 pages).

☐

Three References (1 page maximum)

- Individuals who can speak to your art practice and interest and/or experience in public art projects. Please include: name, occupation, title, organization, address, primary phone number, email and a brief statement describing the nature of your working relationship to the reference listed. Artist teams provide 3 references total. (1 page, maximum)

☐

Annotated List of Images of Past Work (1 page maximum)

- Provide the following information for all images: title of work, medium, approx. dimensions, location and date and the image file name. Artists are also encouraged to include a brief description.

☐

Images of Past Work (10 images maximum)

- One image per page (full size).
- Do not place any text on or around the image.
- Digital images of past work in any medium that best illustrates qualifications for this project.
- Each file name must be labelled with artist name and numbered to correspond to the annotated images list.

File format – submit only "high" quality JPGs (do not use GIFs, TIFFs or other formats)

File size – files must be less than 1 MB per image

Do not embed images into PowerPoint or submit moving images or audio files.

Labelling:

The Annotated Image List, the Letter of Interest and the CV must be labelled with the artist's name and contact information, and included on all pages of documents. **All documents must be PDF files.**

Submission Guidelines

This request for proposals (RFP) ONLY accepts PDF applications via e-mail. Submissions must be complete and strictly adhere to these guidelines and submission requirements (above) or risk not being considered.

- All submissions must be formatted to 8.5 x 11 inch pages. Portfolio images would be best formatted to *Landscape*.
- The Artist's (or Team's) name should appear in the right header of every page.
- All electronic submissions must be formatted to 8.5x11 inch pages and submitted in PDF format.
- Must be contained in one single document. Do not submit multiple electronic documents.
- Submission files must be 10MB or smaller

Submitting as a Team

The team should designate one representative to complete the entry form. Team submissions must adhere to the specific submission guidelines with the following exceptions:

- Each team member must submit an individual Resume/CV (See Submission Requirements)
- All Team Members must list their full names on the space provided on the Information Form

Deadline for Submissions

Submissions must be received by **Monday October 7th, 2013**. Extensions to this deadline will not be granted under any circumstances. Submissions received after the deadline and those that are found to be incomplete will not be reviewed.

Email submissions to:

publicart@richmond.ca

For questions and information, contact:

Eric Fiss, MAIBC, MCIP, LEED AP

Public Art Planner

City of Richmond

604-247-4612

efiss@richmond.ca

For more information on the Public Art Program please visit www.richmond.ca/publicart.

Additional Information

Please be advised that the City and the selection panel are not obliged to accept any of the submissions, and may reject all submissions. The City reserves the right to reissue the RFP as required.

All submissions to this RFP become the property of the City. All information provided under the submission is subject to the Freedom of Information and Protection of Privacy Act (BC) and shall only be withheld from release if an exemption from release is permitted by the Act. The artist shall retain copyright in the concept proposal.

While every precaution will be taken to prevent the loss or damage of submissions, the City and its agents shall not be liable for any loss or damage, however caused.

BRIGHOUSE CANADA LINE Submission Deadline: Mon. October 7th, 2013

Attach one (1) copy of this form as the first page of the submission.

PLEASE NOTE: You can type your responses into this PDF document.

Name: _____

Team Name (if applicable): _____

Address: _____

City/Postal Code _____

Primary Phone: _____ Secondary Phone: _____

Email _____ Website: _____
(one website or blog only)

Submission Checklist

Please provide these items *in the following order* (as outlined in Submission Requirements):

- ☐ Information Form (*this page*)
- ☐ Letter of Intent (*maximum 2 pages*)
- ☐ Resume/Curriculum vitae (*maximum 2 pages per team member, if applicable*)
- ☐ Three References (name, title, contact information: maximum 1 page)
- ☐ Annotated List of Past Work (*maximum 1 page*)
- ☐ Ten Images of Past Work (maximum 10 pages: do not include multiple images on one page; inserting image files as pages in PDF submission documents is recommended; landscape orientation is recommended.)

Incomplete submissions will not be accepted. E-mailed submissions over 10MB will not be accepted. Information beyond what is listed in the checklist will not be reviewed.

List Team Member Names Here (Team Lead complete above portion):

Please let us know how you found out about this opportunity:

Would you like to receive direct emails from the Richmond Public Art Program? _____

Signature: _____ Date: _____

Deliver by email to:
publicart@richmond.ca

LETTER OF INTENT

SkyDam

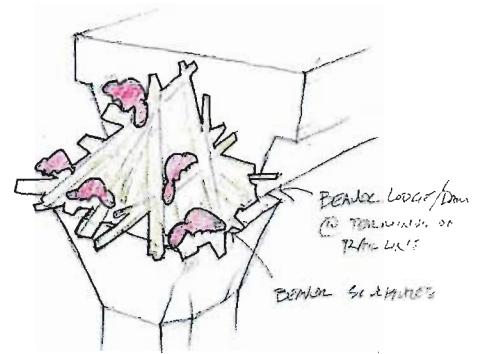
Passers-by do a double take as they pass by the south terminus of the SkyTrain line at Richmond Brighthouse Station. There, out of nowhere, a colony of beavers has appeared atop of the last concrete column, and are busy damming up the sudden, grey end of the train's guideway.

The dam they're building reflects and draws meaning from its surroundings, from a nationwide to a local level. The cultural importance of the beaver in the history of Canada is well-known. But it also underscores the importance of altering the landscape to make agriculture, industry and settlement possible. As the beaver alters the hydrology of its environment to create a more favorable habitat, the people of Richmond have, over time, altered and dyked the Fraser and the Pacific Ocean, used them to their advantage, and allowed their community to grow and prosper.

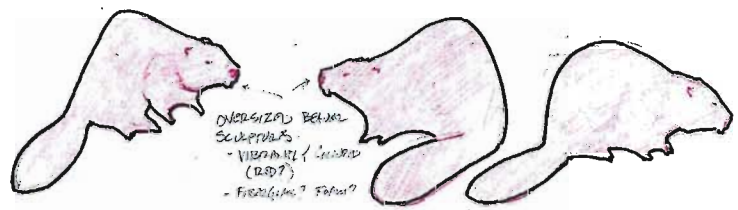
Just as beavers hew their dams from wood, the five beavers in this piece are themselves hewn—from durable, weatherproof rigid foam. Their dam is built from driftwood collected from the beaches of Richmond. To provide a level of abstraction fitting the elevated, urban site, and for resistance to the elements, both the beavers and dam will be painted. Strategic, high-efficiency feature lighting will be placed within the dam to add to the effect of the composition on grey days and during nighttime hours. The piece will be assembled using weatherproof metal fasteners, attaching to the intermediate support frame supplied by others on the guideway column. The design allows for flexibility of placement of both dam and beaver elements during construction to account for site adjustments, at the discretion/guidance of the artist. This, combined with the simple material palette, mean that the assembly is easily constructed. The simple construction and the artist team's track record ensure a high probability of successful completion. The minimized maintenance concerns, use of salvaged wood and the theme of human development sympathetic to natural fauna and phenomena are some of the sustainable aspects of the piece. The principles that underpin SkyDam are in line with the goals of Richmond's public art program. Its use of universal natural imagery will resonate with Richmond residents and visitors alike. The beaver colony is an apt analogy for industrious Richmond, and a potent national symbol that is widely known. The bright colour, abstraction and juxtaposition of the piece into its very "non-natural" surroundings provide a sense of whimsy and freshness that fit well with Richmond's growing urbanity and maturity as a city. The message and execution of this piece comply with the InTransit BC Public Art Display Policy.

Nathan Lee's art emphasizes simple, elegant and sustainable design, and is often inspired by reclaimed materials with historical, cultural or environmental significance. His work is on the one hand refined and richly laden with local meaning, and on the other hand well-designed, buildable, durable and responsive to the imperatives that exterior public art demands. Nathan—through his work with Contexture—and Hapa Collaborative together have ample experience delivering built projects with strong vision, complex stakeholder involvement and public consultation.

WILDLIFE: BEAVER



- BEAVERS ARE A KEYSTONE SPECIES: MODIFY THEIR ENVIRONMENTS IN SUCH A WAY THAT BENEFITS THEIR ECOSYSTEM.
- DAMS BENEFICIAL FOR FLOOD CONTROL + CREATE HABITAT FOR FISH, BIRDS, FROGS.
- BEAVER = CANADIAN.





carlynyandle.com • carlynyandle@gmail.com • 778-231-6120

carlyn yandle

Letter of Intent

Brighthouse Plinth

Roost is the working name of a site-specific work that is imagined as a round cluster of 20-35 powder-coated recyclable aluminum cylinders that visually extends the structural end of a massive electrical conduit while providing the opportunity for bird habitat lost through transit line construction.

The sculpture is designed to offer a number of unique views at various distances and positions, shifting from a bright horizontally striped field to a circle-within-circle pattern from the viewpoint in transit. The bold colours, selected based on the coded colours used in fiber-optic wiring, create a visual spark amidst the surrounding monochrome concrete, while the textural element provided by the varied length of pipes atop the monolithic plinth adds to that visual excitement that cannot be ignored even when seen from a passing vehicle.



However, pedestrians have the opportunity to enjoy a further element of this brightly patterned field: use value to the urban bird. The diagonally-sliced cylinders may be viewed as sheltered avian alcoves or nesting



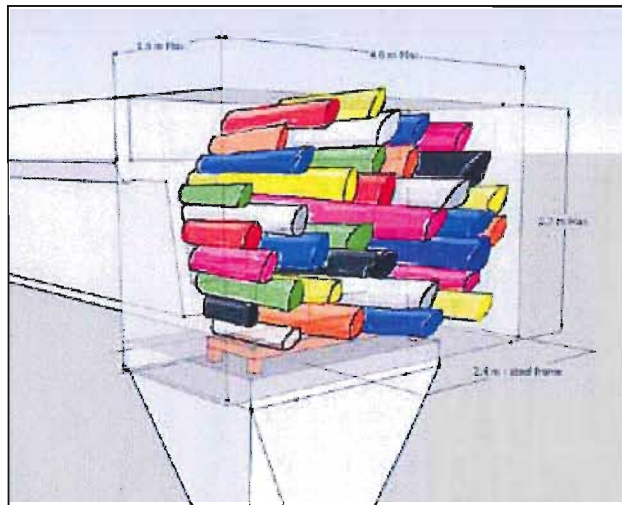
sites in this unlikely environment. Even the suggestion that this manufactured piece could lead to the natural fabricating process of nest-building adds a further dimension to the overall structure. The possibility that Roost does in fact become a cluster of roosts adds a time-based sculptural element to this work.



carlynyandle.com • carlynyandle@gmail.com • 778-231-6120

This proposed installation is an extension of my art practice that challenges preconceived notions about the value of use in an art context. Craftsmanship is highlighted to further entwine form and function, like a nest itself.

The choice of sheet aluminum is based on considerations of its light weight and its recyclability. Several Richmond-based companies are capable of fabricating these simple forms that would be then powder-coated and affixed together and to a base designed to align with the existing plinth base.



Early sketches show a variety of possible numbers of powder-coated cylinders, from 20-35.



City of Richmond

Report to Committee

To: General Purposes Committee
From: Amarjeet S. Rattan
Director, Intergovernmental Relations & Protocol Unit
Date: November 14, 2013
File: 01-0100-20-SCIT1-04/2013-Vol 01
Re: **Sister City Three Year Activity Plan (2014-2016)**

Staff Recommendation

That the Sister City Advisory Committee Three Year (2014 – 2016) Activity Plan, as outlined in the November 14, 2013 report from the Director of Intergovernmental Relations, be approved.

Amarjeet S. Rattan
Director, Intergovernmental Relations & Protocol Unit
(604-247-4686)

Att. 1: Three Year Activity Plan and Budget (2014 - 2016)

REPORT CONCURRENCE		
ROUTED TO: Finance Division	CONCURRENCE <input checked="" type="checkbox"/>	CONCURRENCE OF GENERAL MANAGER
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: A	APPROVED BY CAO

Staff Report**Origin**

This report is in response to the following, July 2, 2013 General Purposes Committee referral:

That the Sister City Advisory Committee Three Year Activity Plan (2014-2016) be referred back to staff for clarification and further information on:

- (1) the timing of any exchanges to Xiamen and Quindao;*
- (2) the details and objectives related to the proposed initiatives;*
- (3) our aspirations for the City of Richmond's attendance at the Mayor's forum at the China International Fair for Investment & Trade (CIFIT);*
- (4) Pierrefonds' vision with regard to the future of the Sister City relationship; and*
- (5) opportunities for educational and cultural exchanges with China as opposed to business and economic development activities;*

Analysis

The City of Richmond has enjoyed a Sister City relationship with Pierrefonds, Quebec since 1967 and Wakayama, Japan since 1973. The City of Richmond formed a Friendship City relationship with Qingdao, China in 2008 and a Sister City relationship with Xiamen in 2012.

The Sister City Committee Advisory Committee (SCAC) completed a very active 2011-2013 program which was supported with a Program Activity Budget of \$234,410 and the annual Sister City Program (SCP) Administration Operating Budget of \$11,000. Some of the milestone activities included:

- (2012) signing of the Sister City agreement with Xiamen, China
- (2012) Official 40th anniversary Delegation visit from Wakayama
- (2013) Official 40th anniversary Delegation visit to Wakayama
- (2013) Wakayama Children's Choir performance in Richmond
- (2013) Qingdao Xiao Bai Fan Art School performance in Richmond
- (2013) comprehensive review of the Sister City Program

The next three year (2014 – 2016) offers many opportunities to further develop and strengthen our four Sister/Friendship City relationships through official visits, student, sport and cultural exchanges.

2014-2016 Goals and Focus of the SCAC

In accordance with the SCP Program Objectives, the primary focus for the proposed SCAC base program activities with our Sister Cities and Friendship City will be to foster activities with the Richmond Community and its Sister/Friendship cities in projects and youth exchanges that promote cultural awareness and joint learning opportunities. (**Attachment 1**)

The proposed SCAC 2014 – 2016 Program Activity Budget for the entire three year period is \$220,000, along with the annual SCP Administration Operating Budget of \$11,000. This proposed activity budget was recently endorsed by the SCAC for presentation to Council. **(Attachment 1)**

The following information is provided with respect to the specific referral questions:

(1) *the timing of any exchanges to Xiamen and Quindao;*

An official delegation visit to Qingdao, combined with a visit to Xiamen, is proposed in September of 2015. An official delegation visit to Qingdao, in 2013 to commemorate the 5th Anniversary, was approved in the 2011-2013 Activity Plan but was not carried out. As well, 2016 will mark the 5th Anniversary of the sister city relation with Xiamen and they are likely to consider sending an official delegation to Richmond at that time. Combining these visits in 2015, with attendance at the *China International Fair for Investment & Trade (CIFIT)* will be cost effective and reinforce the relatively new relationships with both Xiamen and Qingdao.

(2) *the details and objectives related to the proposed initiatives;*

The success of the annual Wakayama school exchange program has demonstrated that youth exchange activities contribute to building stronger sister city relationships. The other initiatives proposed in the three year plan include new youth 'summer camp, sport and art' exchanges with each of our sister and friendship city partners.

(3) *our aspirations for the City of Richmond's attendance at the Mayor's forum at the China International Fair for Investment & Trade (CIFIT);*

As part of the 2015 Qingdao/Xiamen visit, the City delegation would also attend the annual CIFIT – Mayors Forum. Xiamen has invited the City to attend this for a number of years. Combining these visits will be more cost effective and further solidify our relationships with both Xiamen and Qingdao.

(4) *Pierrefonds' vision with regard to the future of the Sister City relationship; and*

This is our longest sister city relationship, and our 45th Anniversary, in 2012, was marked by photo and painting gift exchanges.

In 2002 the City of Pierrefonds ceased to be a separate municipality and instead became a 'borough' of Montreal. Our sister city relationship was kept active by Mayor Monique Worth and her husband Harry, who was City Councillor.

Montreal had municipal elections on Nov. 3, 2013 and Mayor Worth did not stand for re-election. We hope to initiate discussions, in the new year, with the new Mayor and Councillors, as to their interest in retaining and developing an active sister city relationship. The Pierrefonds 2014-2016 program activities and budget are subject to continuing this sister city relationship.

(5) *opportunities for educational and cultural exchanges with China as opposed to business and economic development activities;*

One of the challenges in nurturing the relatively new China relationships is the emphasis of their government officials to initiate 'business related' activities, as opposed to community and educational type of activities. For this reason, the SCAC hope to foster more youth related sport and summer camp exchange initiatives in the hope that this will lay the groundwork for more community to community relationships to develop.

Financial Impact

The SCP has had an annual Administration Operating Budget of \$11,000, which is part of the City's annual base budget. The 2014 Administration Operating Budget remains at \$11,000.

The SCAC 2011-2013 Program Activity Budget of \$234,410 was funded from surplus from the 2010 budget. The proposed 2014-2016 Program Activity budget is \$220,000. Staff recommends that this request be considered as a one-time additional expenditure request during the City's 2014 budget process.

Conclusion

The Sister City Program is a valued and long-standing City initiative. The program is supported by the Sister City Advisory Committee, a dedicated group of community volunteers who are very committed to achieving the SCP goals. The approval of the 2014-2016 Three Year Plan will set clear direction for the Sister City Advisory Committee to maintain robust and meaningful Sister and Friendship City relationships.



Amarjeet S. Rattan

Director, Intergovernmental Relations & Protocol Unit
(604-247-4686)

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Sister City Advisory Committee Three year (2014 – 2016) Activity Plan and Budget

The Sister City Committee Advisory Committee (SCAC) completed a very active 2011-2013 program which was supported with an activity budget of \$234,410. Some of the milestone activities during this period included:

- (2012) signing of the Sister City agreement with Xiamen, China
- (2012) Official 40th anniversary Delegation visit from Wakayama
- (2013) Official 40th anniversary Delegation visit to Wakayama
- (2013) Wakayama Children's Choir performance in Richmond
- (2013) Qingdao Xiao Bai Fan Art School performance in Richmond
- (2013) comprehensive review of the Sister City Program

The next three year (2014 – 2016) offers many opportunities to further develop and strengthen our four Sister/Friendship City relationships through official visits, student, sport and cultural exchanges. An activity budget allocation of \$220,000 is proposed for this period.

The following sections provide additional information on proactive engagement activities that the SCAC will carry out as well as detailed budget information for 2014-2016.

More Community Involvement

The strength and success of any Sister/Friendship City relationship is often determined by the level of community participation. A good example is our relationship with Wakayama which involves many individuals, organizations throughout the Richmond community. The SCAC must explore all avenues, including developing volunteers and using social media, to increase community participation in all four of the current Sister/Friendship City relationships.

The November 2012 Community Tea, demonstrated the value in maintaining active contact with Sister City exchange alumni. Those who have taken part in the school exchanges over the years are often the same people who are willing to become advocates (or even sponsors) of our initiatives in the community.

The SCAC will create and regularly update an email contact list of alumni participants who are interested in staying in touch with SCAC initiatives via E-Newsletters. This invitation should aim to also include current high school students who have participated on such exchanges in recent years.

To build onto the alumni email update list, SCAC can also consider inviting the general public to join the same list and receive regular email updates. Once again, this allows the SCAC to stay in touch with residents who are interested in Sister/Friendship City events, and possibly return again for future initiatives.

The SCAC will distribute the E-Newsletters to this group of "supporters" on a periodic (quarterly, semi-annual, or annual) basis.

Social Media Tools

SCAC is an extremely dedicated team and has achieved great results through various Sister City events and initiatives over the years. With technology driving rapid changes in communication channels, SCAC

can integrate new elements to build greater exposure for upcoming events, and ultimately generate greater involvement from Richmond residents of all ages who wish to participate in joint- cultural activities.

SCAC currently has a dedicated page on the City of Richmond's website, but it lacks information on upcoming events. As more and more residents turn to the internet first, before newspapers and print ad announcements, we may be missing those who are genuinely interested in being a part of our upcoming events.

The SCAC will explore options to expand on our current official webpage to include:

- Upcoming events and how to participate (ex. Tickets for concerts)
- Photos from recent events

By showcasing our events on the web and engaging our "biggest fans", we will be able to draw the attention of the Richmond community and inspire local residents with meaningful Sister/Friendship City exchanges

SCAC display in City Hall

On the recent visit to Wakayama, it was noted that the City had developed an interactive visual display in the main lobby of their City Hall. This display, incorporating iPods, pictures and videos, highlighted various aspects of their Sister City relationships with Bakersfield, USA; Richmond, Canada; Jeju, South Korea and Jinan, China. Funds have been identified in the proposed 2014 – 2016 SCAC budget to develop a similar Sister/Friendship City display in Richmond.

Annual City to City Gift Exchange

An annual budget allocation of \$500, per city, has been made to send a yearly greeting message and recognition exchange from the City to each of our Sister/Friendship cities. Each annual message would be accompanied with a special piece of local art. This will provide an opportunity to support local artists by purchasing their works as exchange gifts for this purpose.

Consular Relations

Most countries maintain diplomatic offices in the Metro Vancouver region and these can often be a useful resource for the SCAC. The SCAC should develop closer working relations with the Consulate General offices of Japan and China with respect to our Sister/Friendship City's in those countries. Extending invitations to these diplomats to participate in SCAC program activities and scheduling annual dinners with them would assist in developing these relationships.

SUMMARY OF 2014 – 2016 SCAC PROGRAM ACTIVITY BUDGET

	<u>Pierrefonds</u>	<u>Wakayama</u>	<u>Xiamen</u>	<u>Qingdao</u>	
2014	\$3,500.00	\$7,500.00	\$12,500.00	\$14,500.00	
2015	\$4,000.00	\$ 14,500.00	\$7,500.00	\$7,500.00	
2016	\$7,000.00	\$ 14,500.00	\$19,500.00	\$14,500.00	
Subtotal	\$14,500.00*	\$36,500.00	\$39,500.00	\$36,500.00	
TOTAL					<u>\$127,000.00</u>

*(subject to continuing the Pierrefonds sister city relationship)

SCAC SPECIAL ACTIVITY BUDGET:

Official Delegation Visit from Pierrefonds (2014)	\$ 8,000.00
Official Delegation Visit to Xiamen (CIFIT Mayors Forum) and Qingdao (2015)	\$60,000.00
SCAC Social Media, Website and City Hall Interactive Display development	\$25,000.00
<u>TOTAL</u>	<u>\$93,000.00</u>

TOTAL 2014 – 2016 SCAC ACITIVITY BUDGET **\$220,000.00**

SCP ADMINISTRATION:

3 years @ \$11,000.00 per year **\$33,000.00**

2014 – 2016 PROGRAMS
PIERREFONDS, QUEBEC

	<u>2014</u>	<u>2015</u>	<u>2016</u>	
Youth Art Exchange Exhibit	\$3,000.00		\$3,000.00	
Youth Exchange: Richmond Judo Group Visit to Pierrefonds		\$3,500.00		
Youth Exchange: Pierrefonds Judo Group Visit to Richmond			\$3,500.00	
Annual City to City Recognition Exchange	\$500.00	\$500.00	\$500.00	
TOTAL (Pierrefonds 2014- 2016)	\$3,500.00	\$4,000.00	\$7,000.00	\$14,500.00

2014 – 2016 PROGRAMS
WAKAYAMA, JAPAN

	<u>2014</u>	<u>2015</u>	<u>2016</u>	
School Exchange Program	\$7,000.00	\$7,000.00	\$7,000.00	
Richmond Youth Choir Visit to Wakayama		\$7,000.00		
Richmond Soccer Visit to Wakayama			\$7,000.00	
Annual City to City Recognition Exchange	\$500.00	\$500.00	\$500.00	
Subtotal	\$7,500.00	\$14,500.00	\$14,500.00	
TOTAL (Wakayama 2014 to 2016)				\$36,500.00

XIAMEN, CHINA

	<u>2014</u>	<u>2015</u>	<u>2016</u>	
Youth Summer Camp Exchange Program	\$7,000.00	\$7,000.00	\$7,000.00	
Chinese New Year's Delegation Visit from Xiamen	\$ 5,000.00			
Official Visit from Xiamen Secretary General			\$ 5,000.00	
Xiamen Badminton Team Visit			\$ 7,000.00	
Annual City to City Recognition Exchange	\$500.00	\$500.00	\$500.00	
Subtotal	\$12,500.00	\$7,500.00	\$19,500.00	
TOTAL (Xiamen 2014 to 2016)				\$39,500.00

2014 – 2016 PROGRAMS
QINGDAO, CHINA

	<u>2014</u>	<u>2015</u>	<u>2016</u>	
Youth Summer Camp Exchange Program	\$7,000.00	\$7,000.00	\$7,000.00	
Visit from Qingdao Martial Arts Group	\$7,000.00			
Richmond Martial Arts Group Visit to Qingdao			\$7,000.00	
Annual City to City Recognition Exchange	\$500.00	\$500.00	\$500.00	
Subtotal	\$14,500.00	\$7,500.00	\$14,500.00	
TOTAL (Qingdao 2014 to 2016)				\$36,500.00