



General Purposes Committee

Anderson Room, City Hall
6911 No. 3 Road

Monday, February 17, 2014
4:00 p.m.

Pg. # ITEM

MINUTES

GP-4 *Motion to adopt the **minutes** of the meeting of the General Purposes Committee held on Monday, February 3, 2014.*



DELEGATION

1. Robin Silvester, President and Chief Executive Officer, Port Metro Vancouver, to provide an update on the Port's activities and projects, as they relate to the City of Richmond.

FINANCE AND CORPORATE SERVICES DEPARTMENT

2. **PLAZA PREMIUM LOUNGE BC LTD., DOING BUSINESS AS DISTINGUISHED VISITOR LOUNGE, VANCOUVER INTERNATIONAL AIRPORT – INTERNATIONAL & US ARRIVALS**
(File Ref. No. 12-8275-30-001/2014) (REDMS No. 4132679)

GP-12

See Page GP-12 for full report

Designated Speaker: Glenn McLaughlin

STAFF RECOMMENDATION

That the application by Plaza Premium Lounge Ltd., doing business as Distinguished Visitor Lounge, for a Liquor Primary Licence at 3211 Grant McConachie Way, in order to offer full liquor service be supported and that a letter be sent to the Liquor Control and Licensing Branch advising that:

- (1) Council recommends the issuance of the proposed licence based on the lack of community responses received and that the operation will not have a significant negative impact on the community;*
- (2) Council's comments on the prescribed criteria (set out in Section 10(3) of the Liquor Control and Licencing Act Regulations) are as follows;*
 - (a) the location of the establishment is zoned Airport District and since the property is under Federal jurisdiction, the City does not review or comment on business uses for zoning purposes;*
 - (b) the proximity of the proposed location to other social or recreational and public buildings was considered. There are no public schools or parks within a 50 meter radius of the proposed liquor primary location;*
 - (c) that a LCLB application for a 59 person capacity operation with liquor service hours of 9:00 a.m. to 2:00 a.m. was considered;*
 - (d) the number and market focus or clientele of liquor primary licence establishments within a reasonable distance of the proposed location was considered;*
 - (e) the potential for additional noise in the area if the application is approved was considered;*
- (3) as the operation of the establishment as a liquor licensed establishment might affect nearby residents the City gathered the views of the residents as follows:*
 - (a) a letter was sent to the Vice President of Community & Environmental Affairs at YVR requesting that a letter of notice of a new liquor primary licence establishment be circulated to other business operations at YVR;*
 - (b) signage was also 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 instruction on how community comments or concerns could be submitted;*
- (4) Council's comments and recommendations respecting the views of the resident's are as follows:*

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(a) *there were no responses to all the public notifications and based on the lack of any responses received from the community, Council considers that the application is acceptable to the majority of the community, residents and businesses in the nearby area.*

ADJOURNMENT



General Purposes Committee

Date: Monday, February 3, 2014

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 Linda McPhail
Councillor Harold Steves

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the General Purposes Committee held on Monday, January 20, 2014, be adopted as circulated.

CARRIED

COMMUNITY SERVICES DEPARTMENT

1. **2014 ARTS AND CULTURE GRANT PROGRAM**
(File Ref. No. 11-7000-01/2014) (REDMS No. 4124560)

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It was moved and seconded

That the 2014 Arts and Culture Grants be awarded for the recommended amounts and cheques disbursed for a total of \$104,040 as outlined in the staff report dated January 14, 2014 from the Director, Arts, Culture and Heritage Services.

The question on the motion was not called as Committee commended staff for their efforts throughout the grant process. In response to a query regarding the scoring method, Liesl Jauk, Manager, Community Cultural Development, advised that staff developed the scoring method based on models implemented by senior and local levels of government.

Discussion ensued regarding community needs and evaluating the successfulness of the programs and organizations previously supported. Ms. Jauk stated that successful grant applicants are required to complete a final report that indicates how the funds were used, the success of the program, and whether the programming changed from its original intent. She also stated that staff met with the individual applicants during the summer to obtain feedback on their programming.

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

2. 2014 HEALTH, SOCIAL AND SAFETY GRANTS

(File Ref. No.) (REDMS No. 4118537)

It was moved and seconded

That, as per the staff report from the General Manager, Community Services, dated January 2, 2014:

- (1) *Health, Social and Safety Services Grants be awarded for the recommended amounts, and cheques disbursed for a total of \$556,455;*
- (2) *the following applicants be approved for the first year of a three-year funding cycle, based on Council approval of each subsequent year of funding, for:*
 - (a) *Big Brothers of Greater Vancouver;*
 - (b) *Big Sisters of BC Lower Mainland;*
 - (c) *Turning Point Recovery Society;*
- (3) *the following applicants be approved for the second year of a three-year funding cycle, based on Council approval of each subsequent year of funding, for:*
 - (a) *Chinese Mental Wellness Association of Canada;*

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- (b) Heart of Richmond AIDS Society;*
- (c) Richmond Mental Health Consumer and Friends Society;*
- (d) Richmond Society for Community Living;*
- (e) Richmond Women's Resource Centre; and*
- (4) the following applicants be approved for the third year of a three-year funding cycle:*
 - (a) Canadian Mental Health Association, Richmond Branch;*
 - (b) Chimo Community Services;*
 - (c) Family Services of Greater Vancouver;*
 - (d) Richmond Addiction Services Society;*
 - (e) Richmond Family Place Society;*
 - (f) Richmond Multicultural Community Services;*
 - (g) Richmond Youth Service Agency;*
 - (h) Volunteer Richmond Information Services Society.*

The question on the motion was not called as discussion ensued regarding the service provided to the community by these organizations and that the grant program is under funded by approximately \$300,000. Committee acknowledged the need for other levels of government to contribute towards such grant to meet the needs of various groups.

In reply to a query regarding the multi-year funding cycle, Lesley Sherlock, Social Planner, stated that the funding system works well, particularly for organizations that are re-applying, as the information from the original application is retained from year to year with only new or changes to the programming being submitted when re-applying. Staff had received positive feedback on the significant time saved by the multi-year application process and on the newly implemented on-line application process. Organizations that have completed their third year of funding are eligible to apply for multi-year funding at the end of the term. The first year requires that the full application be completed and, should funding be approved for it, the short form application need only be filled for the subsequent years. Further, Ms. Sherlock advised that any organization that serves a larger area than Richmond is evaluated based on the organization's needs, its history, and the number of people served. She noted that large organizations have specialized skill sets and can provide unique services to the community that may not be offered by local organizations. The Social Services Strategy encourages the support of local organizations as much as possible; however, other groups are funded when the service is deemed critical to the local community.

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

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3. **2014 CHILD CARE CAPITAL GRANTS**

(File Ref. No.) (REDMS No. 4064209 v.2)

It was moved and seconded

That the Child Care Capital Grants be awarded for the recommended amounts, and cheques be disbursed for a total of \$26,869, as outlined in the staff report from the General Manager, Community Services, dated January 13, 2014.

CARRIED

4. **2014 PARKS, RECREATION AND COMMUNITY EVENTS GRANTS**

(File Ref. No. 03-1085-01/2013) (REDMS No. 4112859 v.2)

It was moved and seconded

That:

- (1) Parks, Recreation and Community Events Grants be allocated and cheques disbursed for a total of \$99,250 as identified in Attachment 1 of the staff report titled 2014 Parks, Recreation and Community Events City Grants dated January 15, 2014, from the Senior Manager, Parks and the Senior Manager, Recreation and Sport Services;*
- (2) Richmond Summer Programs be recommended for the third year of a three-year funding cycle; and*
- (3) Hamilton Community Association be recommended for the first year of a three-year funding cycle based on Council approval of each subsequent year of funding.*

The question on the motion was not called as discussion ensued regarding amending the grant allocation for Kidsport - Richmond Chapter. It was noted that Kidsport assists families in financial need to ensure their children are able to participate in sports. In 2013, over 1,000 support grants were paid directly to local sport organizations on behalf of families in the community. As a result of the discussion, Committee requested that the grant to Kidsport – Richmond Chapter be increased by \$500.00.

Further discussion took place regarding the inadequate grant allocation for the Sharing Farm Society's project to grow food to feed vulnerable Richmond families through donations to the Food Bank, Community Meals and other organizations distributing food to vulnerable people.

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In reply to a query with respect to the Sharing Farm Society's application not being included in the Health, Social, and Safety Grant budget, Serena Lusk, Senior Manager, Recreation and Sport Services, advised that the Parks Division works directly with the Sharing Farm Society and that the Parks, Recreation and Community Events grant provided the best opportunity and flexibility for farm related applications. Also, Ms. Lusk advised that applicants are aware of Council's preference for awarding partial amounts in order to support as many applicants as possible with the grant funds available. Staff was directed to monitor the number of vulnerable families needing this type of food service. Also, Ms. Lusk clarified that, in order to be eligible for multi-year funding, an applicant had to have received funding for the past five years.

At the conclusion of the discussion the following **amendment** was introduced:

It was moved and seconded

That an additional \$500.00 each be given to the Sharing Farm Society and Kidsports grant allocations.

CARRIED

Committee expressed their gratitude to each of the organizations and recognized all their efforts in maximizing the grant funding.

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

ENGINEERING & PUBLIC WORKS DEPARTMENT

5. **TRANS MOUNTAIN PIPELINE PROJECT NEB REVIEW UPDATE**
(File Ref. No. 10-6125-30-001) (REDMS No. 4130253 V.3)

Peter Russell, Senior Manager, Sustainability and District Energy, advised that Metro Vancouver and municipalities around the Burrard Inlet have demonstrated that they will apply for Intervener status in the National Energy Board Review. An application for Commenter status would be prepared for the February 12, 2014 deadline; however, an application for Intervener status could be considered by Council.

Discussion ensued regarding whether an application for Intervener status would be preferable to the Commenter status. Mr. Russell advised that the Commenter status would allow the City to share its views and concerns with the Board directly. Should the application not be accepted, the City may provide comments through a Metro Vancouver staff advisory committee.

Discussion continued on the benefits of applying for Intervener status. Committee expressed the importance of being at the meetings to protect Richmond's interests.

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In reply to a query concerning the staff commitment for the Intervener status, Mr. Russell noted that the City of Vancouver estimated that approximately of 500 hours of staff time would be required in order to participate in such a capacity. He further noted that significant infrastructure is in place for the proposed pipeline expansion and alternate routes were not included in the public consultation process. Should the proposed pipeline be moved to Richmond, the applicant would be required to submit a new application for the project.

It was moved and seconded

That the staff report titled Trans Mountain Pipeline Project NEB Review Update from the Director, Engineering, providing details on the Kinder Morgan-led pipeline expansion project and National Energy Board review process, be received for information.

CARRIED

It was moved and seconded

That staff be directed to apply for commenter status in the National Energy Board Review process for the Trans Mountain Pipeline Project.

The question on the motion was not called as clarification was requested regarding the Intervener status application. Mr. Russell advised that with the Intervener status the City has the ability to submit evidence which can be challenged and questioned during the hearing process.

Discussion continued regarding concerns that, should the proposed expansion receive significant opposition, a route along the South Arm of the Fraser River may be proposed and that City's interests would be best protected by pursuing the Intervener status.

Patrick Johnstone, Environmental Coordinator, advised that the process allows for any Intervener to challenge any comments made by any other Intervener at the table. He also noted that the process does not allow an applicant to apply for both Intervener and Commenter status. The rationale for applying as an Intervener appears to be based on the project having an active footprint in the municipality.

Committee discussed the commitment level and obligations related to participating as an Intervener. Committee expressed the importance of the City's presence at the meetings throughout the process in order to provide comment on issues related to the route and land requirements, as well as safety and security during the construction and operation of the project, including emergency response planning and third-party damage prevention.

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Committee indicated that it be clear that the City is seeking Intervener status and that, if that is not possible, Commenter status be granted. It was noted that the City has an obligation to look at the long-term vision including the Province's plans to replace the George Massey Tunnel.

At the conclusion of the discussion, there was agreement to amend the motion to read as follows:

"That staff be directed to apply for Intervener status, or Commenter status in the alternative, in the National Energy Board Review process for the Trans Mountain Pipeline Project."

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

LAW & COMMUNITY SAFETY DEPARTMENT

6. **SISTER CITY ADVISORY COMMITTEE - WAKAYAMA 40TH ANNIVERSARY BOOK INITIATIVE**
(File Ref. No. 01-0100-30-SCIT1) (REDMS No. 4131323)

It was moved and seconded

That Council consider a request from the Sister City Advisory Committee to partner with the Wakayama Sister City Affiliation Committee in the creation of a 40th Anniversary Commemorative book.

The question on the motion was not called as in reply to a query from Committee on costs, discussion ensued with regard to costs, Amarjeet Rattan, Director, Intergovernmental Relations and Protocol Unit, stated that the Sister City Advisory Committee (SCAC) supports reallocating funds from one of the items in its 2014 Activity Plan. He noted that it was premature to know which element from the 2014 Activity Plan would be impacted by the proposed Wakayama 40th Anniversary Book project. It was suggested by a Committee member that the costs come out of the City's contingency fund.

Mr. Rattan advised that the anticipated partnership in the creation of a 40th Anniversary Commemorative book was an initiative of the Wakayama Sister City Affiliation Committee. The book would be similar in layout to the Wakayama Bakersfield book. He further advised that the book would include a full documentation of the Wakayama-Richmond relationship over the past 40 years and the finished product would be incorporated into the SCAC's interactive display initiative.

Committee expressed support for the project noting that there were sufficient funds within the SCAC budget to support it.

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

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ADJOURNMENT

It was moved and seconded
That the meeting adjourn (5:06 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, February 3, 2014.

Mayor Malcolm D. Brodie
Chair

Heather Howey
Committee Clerk



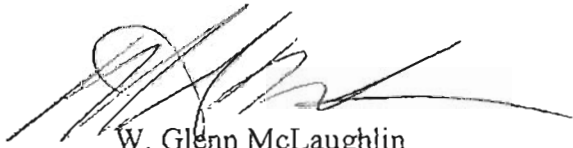
To: General Purposes Committee **Date:** January 20, 2014
From: W. Glenn McLaughlin **File:** 12-8275-30-001/2014-
Chief Licence Inspector & Risk Manager Vol 01
Re: Plaza Premium Lounge BC Ltd., doing business as Distinguished Visitor
Lounge
Vancouver International Airport - International & US Arrivals

Staff Recommendation

That the application by Plaza Premium Lounge Ltd., doing business as Distinguished Visitor Lounge, for a Liquor Primary Licence at 3211 Grant McConachie Way, in order to offer full liquor service be supported and that a letter be sent to the Liquor Control and Licensing Branch advising that:




- 1) Council recommends the issuance of the proposed licence based on the lack of community responses received and that the operation will not have a significant negative impact on the community.
- 2) Council's comments on the prescribed criteria (set out in Section 10(3) of the Liquor Control and Licencing Act Regulations) are as follows;
 - a) The location of the establishment is zoned Airport District and since the property is under Federal jurisdiction, the City does not review or comment on business uses for zoning purposes.
 - b) The proximity of the proposed location to other social or recreational and public buildings was considered. There are no public schools or parks within a 50 meter radius of the proposed liquor primary location.
 - c) That a LCLB application for a 59 person capacity operation with liquor service hours of 9:00 a.m. to 2:00 a.m. was considered.
 - d) The number and market focus or clientele of liquor primary licence establishments within a reasonable distance of the proposed location was considered.
 - e) The potential for additional noise in the area if the application is approved was considered.
- 3) As the operation of the establishment as a liquor licensed establishment might affect nearby residents the City gathered the views of the residents as follows:

- a) A letter was sent to the Vice President of Community & Environmental Affairs at YVR requesting that a letter of notice of a new liquor primary licence establishment be circulated to other business operations at YVR.
 - b) Signage was also 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 instruction on how community comments or concerns could be submitted.
4. Council's comments and recommendations respecting the views of the resident's are as follows:
- a) There were no responses to all the public notifications and based on the lack of any responses received from the community, Council considers that the application is acceptable to the majority of the community, residents and businesses in the nearby area.



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 CAO 	

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.

Local Government is given opportunity to provide comments and recommendations to the LCLB with respect to liquor licence applications and amendments. For new Liquor Primary Licenses', the process requires that local government in providing comment with respect to the licence application take into account the following criteria:

- the location of the establishment
- the proximity of the establishment to other social or recreational facilities and public buildings
- the person capacity and hours of liquor service of the establishment
- the number and market focus or clientele of liquor primary licence establishments within a reasonable distance of the proposed location
- impact of noise on the community and;
- the impact on the community if the application is approved.

If the operation of the establishment as a licenced establishment may affect nearby residents the local government must gather the views of residents.

This report deals with an application submitted to LCLB and to the City of Richmond by Plaza Premium Lounge BC Ltd., doing business as Distinctive Visitor Lounge (the Applicant) to operate a 59 person capacity lounge offering all types of liquor service and light snacks at the Vancouver International Airport (YVR).

Analysis

The Applicant's intent is to provide the travelling public with a quiet and relaxing establishment which will offer food and beverage service which includes all types of liquor, washroom and shower facilities, comfortable seating, television, reading material and free wireless internet.

Location of establishment

The proposed establishment will be operated on Level 2 of the USA & International Arrivals area at YVR. This lounge will be situated pre-security and will be accessible by both arriving and departing travelers. (Attachment I)

Proximity to other social or recreational and public buildings

There no public schools or parks within a 50 meter radius of the property.

Person capacity and hours of liquor service

The Applicant had applied to operate from 9:00 a.m. to 4:00 a.m. but amended the application to close at 2:00 a.m. when advised a closing hour past 2:00 a.m. could not be supported in light of City Policy 9305. As the property is under the jurisdiction of the Federal Government, no City review or approval was given for the 59 persons occupant load indicated by the Applicant.

The number and market focus or clientele of liquor primary licence establishments within a reasonable distance of the proposed location

City records indicate that there are 10 establishments operating throughout the Airport that have a Liquor Primary licence and the majority of clientele for these establishments would be the travelling public.

The impact of noise on the Community

It is not expected that the operation will cause any additional noise in the area.

Impact on the Community

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

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

1.8.1 Every **applicant** seeking approval from the **City** in connection with:

- (a) a licence to serve liquor under the *Liquor Control and Licensing Act and Regulations*;
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:
 - (i) type of licence or amendment application;
 - (ii) proposed person capacity;
 - (iii) type of entertainment (if application is for patron participation entertainment); and
 - (iv) proposed hours of liquor service; and
- (c) publish a notice in at least three consecutive editions of a newspaper that is distributed at least weekly in the area affected by the application, providing the same information required in subsection 1.8.2(b) above.

In addition to the advertised public notice requirements set out in Section 1.8.1, 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. The letter provides details of the proposed liquor licence application and requests the public to communicate any concerns to the City.

The following is a summary of the public notifications:

- Date Sign Posted - November 29, 2013
- Newspaper Publications – November 29, December 4, December 6, 2013
- Letter to Vancouver International Airport, Vice-President Community and Environmental Affairs for distribution – December 4, 2013

The period for comment for all public notifications' ended January 3, 2014.

The City relies, in part, on the response from the community to any negative impacts of the liquor licence application. Having received no responses from businesses in the surrounding area and none from the city-wide public notifications, staff feels that support of this application is warranted due to the lack of negative public feedback.

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.

No objections were received.

Financial Impact

A Business Licence is required for the operation and a licence fee will be assessed.

Conclusion

Following the public consultation period, staff reviewed the Liquor Primary Licence application against the legislated review criteria and recommends Council support the application for a 59 person capacity liquor primary facility with operating hours of 9:00 a.m. to 2:00 a.m. as the business is not expected to have a negative impact on the community.



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

