



**General Purposes Committee
Electronic Meeting**

**Council Chambers, City Hall
6911 No. 3 Road**

**Tuesday, September 5, 2023
4:00 p.m.**

Pg. # ITEM

MINUTES

- GP-5** *Motion to adopt the **minutes** of the meeting of the Special General Purposes Committee held on June 7, 2023.*
- GP-10** *Motion to adopt the **minutes** of the meeting of the General Purposes Committee held on July 17, 2023.*



FINANCE AND CORPORATE SERVICES DIVISION

1. **AWARD OF CONTRACT 8228 NOITC – ORACLE ENTERPRISE PERFORMANCE MANAGEMENT (EPM) SUBSCRIPTION CONTRACT**
(File Ref. No. 04-1300-01) (REDMS No. 7315591)

GP-13

See Page GP-13 for full report

Designated Speaker: Grant Fengstad

STAFF RECOMMENDATIONS

- (1) *That Contract 8228 NOITC – Oracle Enterprise Performance Management (EPM) Subscription Contract be awarded to Oracle Canada Inc. for an aggregate contract value of \$993,031 excluding taxes, for a contract term of five years from August 31, 2023 to August 30, 2028 as described in the report titled “Award of Contract 8228 NOITC – Oracle Enterprise Performance Management (EPM) Subscription Contract”, dated July 25, 2023 from the Director, Information Technology; and*
- (2) *That the Chief Administrative Officer and General Manager, Finance and Corporate Services be authorized to execute the contract with Oracle Canada Inc.*



COMMUNITY SAFETY DIVISION

2. **UBCM COMMUNITY RESILIENCY INVESTMENT - GRANT APPLICATION**

(File Ref. No.) (REDMS No. 7323590)

GP-17

See Page GP-17 for full report

Designated Speaker: Fire Chief Jim Wishlove

STAFF RECOMMENDATIONS

- (1) *That staff be authorized to submit an application to the Union of British Columbia Municipalities Community Resiliency Investment (CRI) Fund for up to \$100,000 in grant funding as described in the report titled “UBCM Community Resiliency Investment –Grant Application” dated August 9, 2023 from the Fire Chief;*
- (2) *That should the funding application be successful, the Chief Administrative Officer and the General Manager, Community Safety be authorized to execute the agreements on behalf of the City of Richmond with the UBCM; and*
- (3) *That Should the funding application be successful, that the Consolidated Five Year Financial Plan (2023-2027) be amended accordingly.*



General Purposes Committee Agenda – Tuesday, September 5, 2023

Pg. # ITEM

3. **APPLICATION TO AMEND FOOD PRIMARY LIQUOR LICENCE # 311069 AND ADD PATRON PARTICIPATION ENTERTAINMENT ENDORSEMENT- MARINA ONE SEAFOOD RESTAURANT LTD., DBA: MARINA ONE SEAFOOD RESTAURANT AT 170 – 3631 NO. 3 ROAD**

(File Ref. No. 12-8275-30-001-Vol 01) (REDMS No. 7263719)

GP-20

See Page GP-20 for full report

Designated Speaker: Mark Corrado

STAFF RECOMMENDATIONS

- (1) *That the application from Marina One Seafood Restaurant Ltd., doing business as Marina One Seafood Restaurant, for an amendment to Food Primary Licence #311069, requesting:*
- (a) *An increase to hours of liquor service currently set at Sunday to Saturday, 9:00 AM to Midnight, be supported for a change to Sunday to Saturday, 9:00 AM to 2:00 AM; and*
- (b) *Total person capacity currently set at 194 occupants will not change; and*
- (c) *To add Patron Participation Entertainment Endorsement which will end at Midnight; and*
- (2) *That a letter be sent to the Liquor and Cannabis Regulation Branch, which includes the information attached as Appendix A (Attachment 1), advising that Council recommends the approval of the licence amendment for the reasons that these amendments have been determined, following public consultation, to be acceptable to the neighbouring community.*



COMMUNITY SERVICES DIVISION

4. **RICHMOND CULTURAL CENTRE ANNEX PUBLIC ART MURAL PROJECT PROPOSAL**

(File Ref. No. 11-7000-09-20-346) (REDMS No. 7295050)

GP-29

See Page GP-29 for full report

Designated Speaker: Biliana Velkova

General Purposes Committee Agenda – Tuesday, September 5, 2023

Pg. #

ITEM

STAFF RECOMMENDATION

That the artist project proposal for “Seasons of Colour” by Laura Kwok as detailed in the staff report titled, “Richmond Cultural Centre Annex Public Art Mural Project Proposal” dated August 2, 2023, from the Director, Arts, Culture and Heritage Services, be endorsed.

☐

ADJOURNMENT

☐



Special General Purposes Committee

Date: Wednesday, June 7, 2023

Place: Council Chambers
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Chak Au
Councillor Carol Day
Councillor Laura Gillanders
Councillor Kash Heed
Councillor Andy Hobbs
Councillor Alexa Loo
Councillor Bill McNulty
Councillor Michael Wolfe (by teleconference)

Call to Order: The Chair called the meeting to order at 4:02 p.m.

PLANNING AND DEVELOPMENT DIVISION AND ENGINEERING DIVISION

1. STEVESTON HIGHWAY MULTI-USE PATHWAY PROJECT PHASES 1 AND 2 – UPDATE

(File Ref. No. 10-6460-01) (REDMS No. 7195912)

Staff provided the following information:

- the multi-use pathway (MUP) is part of local and regional planned networks for cycling;
- the alternate option proposes to maintain lane widths to a larger degree; and
- the buffer in alternate option has been reduced therefore a railing or barrier has been proposed to separate users of the MUP from vehicle traffic.

General Purposes Committee

Wednesday, June 7, 2023

In reply to queries from Committee, staff advised that (i) with tunnel replacement there will be bike paths across the overpass which will be complete in 2025, (ii) tunnel project is underway and currently at the environmental processing stage, (iii) options for bike lanes through the tunnel come out at Rice Mill Road, (iv) when the tunnel project plans are finalized connections for bike routes from Shell Road to the tunnel can be examined, (v) narrowing of the road lanes was proposed as there is evidence that it contributes to lower speeds, (vi) cost estimates of the alternative option fit within the proposed budget, (vii) the proposed MUP will be bidirectional, (viii) there is no plan to remove any left turn lanes, (ix) currently only some trimming of hedges would be required, however an arborist report will be required to examine tree removal and retention, (x) divider lines can be painted on the MUP to aid with direction of traffic, (xi) in order to create a dedicated bike lane separate from the pedestrians, a traffic lane would need to be removed and staff are not prepared to do that at this time, (xii) there have not been any complaints with regards to cyclists hitting pedestrians on other MUPs in the City, and (xiii) the proposed MUP is a mixed use facility.

John Roston, spoke in opposition to the proposed MUP at Steveston Highway, and noted that (i) air pollution along Steveston Highway can have adverse health effects on adults and especially children, (ii) routes through farmland would be a better option, (iii) bikes routes along Williams Road is a better option, (iv) Council should vote against the proposed MUP and use the money for other routes in Richmond.

Derek Williams, Richmond Active Transportation Committee, spoke in support of the proposed MUP, and noted that (i) a MUP on Steveston Highway is important as it provides a more direct route, (ii) the Williams Road bike route is good as is but could use some minor upgrades, (iii) should people wish not to cycle along Steveston Highway, they can take alternate routes, and (iv) if lowering the speed along Steveston Highway is the goal then to proceed with that.

Devyn Cairns, HUB Cycling, spoke in favour of the proposed MUP on Steveston Highway, and noted that (i) he does not own a car and biking is his form of transportation, (ii) cyclists need safer infrastructure to ride, (iii) riding on roads or crossing has been unsafe, (iv) there are many routes to Steveston Highway, however the connections stops there, (v) lane width is a major factor with excessive speed and lowering speeds will improve air quality in the area, and (vi) Council should approve this project and provide more convenient options to walk and bike in all areas of Richmond.

General Purposes Committee

Wednesday, June 7, 2023

Jeff England, Richmond resident, spoke in favour of the proposed MUP, noting that (i) A MUP on Steveston Highway would allow for a more direct route for his kids to get to school, (ii) he keeps up to date with engineering projects to see what is happening around the City, (iii) the MUP will be beneficial for people of all ages and abilities, (iv) this is important for the City's growth, (v) the goal is to have a cycling facility on every road, and (vi) the proposed MUP will narrow traffic lanes and help slow down traffic on Steveston Highway.

James White, spoke in favour of Option 1, as noted in the original staff report, and noted that (i) a MUP is not well suited for people trying to go fast, however is beneficial for new cyclists, children, motorized scooters and bikes, (ii) more people cycling means less cars on the road, and (iii) there is a need for safe bike parking as well.

Les Kiss, spoke in opposition to the proposed MUP, and was of the opinion that (i) the railing will not be beneficial from an environmental and safety perspective, (ii) with no space between the road and the MUP it will be difficult for cars to pull over to allow First Responder Vehicles to pass, (iii) there will be visual problems along the driveways with the installation of the railing, (iv) cyclists will be stranded with nowhere to go after Shell Road, and (v) MUP's should not allow motorized scooters and e-bikes as they go too fast.

Dr. Meena Dawar, Chief Medical Officer, Vancouver Coastal Health, with the aid of a PowerPoint presentation (Copy on File, City Clerk's Office) spoke in favour of the proposed MUP and highlighted the importance of physical activity.

Rex Hudson, Manager of System Plans, Translink, and Stephen Wong, Manager, Municipal Funding Program, Translink, highlighted that (i) a bike route on Steveston Highway from Highway 99 to Steveston Village is part of a major bikeway network, (ii) there is regional funding for cycling networks and funding programs for local governments to apply for, (iii) there are program rules and guidelines that local governments need to adhere to when applying for funding, and (iv) for the proposed project, approximately \$5M was committed from regional funds and TransLink is in support of this project. Mr. Hudson further noted that (i) should the funds not be used for this specific project the money would be returned to the program and would be used to support other projects, and (ii) Richmond has the opportunity to apply for other funding programs for other projects.

Jonathan Vegt, spoke in favour of the proposed MUP, noting that (i) even short trips using the MUP means less cars on the road, (ii) staff have done well with addressing concerns raised by Council, and (iii) separated paths are supported as they are safer.

General Purposes Committee

Wednesday, June 7, 2023

Michael Bomford, expressed support for the proposed MUP, noting that (i) he bikes everywhere, (ii) taking Williams Road adds an additional 1.6 miles to his commute and he prefers to take the most direct route possible, (iii) it is important to provide safe routes throughout town to meet goals by 2041, and (iv) it is time to restore the space for people to get around without a steel cage.

Jesse Li, expressed support for the Option 1 MUP, noting that (i) he cycles everywhere, (ii) the City should rename Steveston Highway to Steveston Road and make it similar to all other roads in Richmond, (iii) narrowing road lanes will lead to slower traffic and fewer fatal collisions, (iv) narrower MUP lanes make it difficult to manoeuvre around pedestrians and other MUP users, (v) the alternate option is sufficient, however Council should approve Option 1.

Donna Kwan, expressed support for the proposed MUP, noting that (i) it is important to plan for the future, (ii) traffic patterns may change on Steveston Highway once tunnel project is complete, (iii) many people use Steveston Highway to avoid the gridlock through the tunnel, and (iv) Richmond needs more cycling infrastructure and more connections.

Yvonne Bell, spoke in support of the proposed MUP, noting that she lives very close to Steveston Highway and the MUP would help in cutting down time when traveling to places, and there is no need to spend money on Williams Road as there is already an existing bike path.

Abbas Virji, expressed support for the proposed MUP, and noted that (i) he is an avid cyclist and in favour of increased active transportation infrastructure, (ii) reducing lane widths will reduce speeds and fatal crashes, (iii) one person cycling on MUP is one less person driving a car which is significant in achieving climate goals, (iv) the eventual completion of the overpass will allow for connections and the tunnel will have dedicated bike lanes separated from the traffic allowing people to travel from the ferries to Steveston Village, (v) the funding alone is reason to proceed with this project so as not to put the future on hold.

Robin White, noted that (i) the proposed MUP needs to be wide enough for everyone to use safely, (ii) the location of the MUP should be along Finn Road, however she does not want to see the project delayed, and (iii) narrow MUP's are more difficult to maintain and keep clean. She then queried whether the path would be lit.

Erjun Ma, spoke in favour of the original proposed MUP, noting that (i) narrower road lanes result in slower traffic, (ii) the alternate design only has a metal railing between the users of the MUP and traffic, (iii) sections of the MUP will not have railings due to driveways, and (iv) absence of greenspace on the MUP will result in less use of the path.

General Purposes Committee

Wednesday, June 7, 2023

Evan Dunfee, spoke in favour of the proposed MUP, noting that (i) the MUP is for all types of users, (ii) as a child, rollerblading around town and cycling around town gave him a sense of independence, (iii) there is a need for separated, safe areas for children to move about, (iv) there is a large demand for micro mobility in the city, however we need the infrastructure to support it, (v) replacing cars with bikes is less wear and tear on the roads, and (vi) new developments are required to provide bike storage and end of trip facilities, and routes to get from the garage to work are also needed.

David MaGowan, spoke in favour of the original MUP, noting that the road lanes need to be narrowed and the MUP needs to be as wide as possible and was of the opinion that the pathway will be popular and well used.

The meeting was recessed at 6:31 p.m.

The meeting reconvened at 7:17 p.m. with all members of Council present.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (7:18 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Special General Purposes Committee of the Council of the City of Richmond held on Wednesday, June 7, 2023.

Mayor Malcolm D. Brodie
Chair

Sarah Goddard
Legislative Services Associate



General Purposes Committee

Date: Monday, July 17, 2023

Place: Council Chambers
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Chak Au
Councillor Carol Day
Councillor Laura Gillanders (entered the meeting at 4:07 p.m.)
Councillor Kash Heed
Councillor Andy Hobbs
Councillor Alexa Loo (via teleconference)
Councillor Bill McNulty
Councillor Michael Wolfe

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 July 4, 2023, be adopted as circulated.

CARRIED

ENGINEERING AND PUBLIC WORKS DIVISION

1. **FRASER RIVER FRESHET AND FLOOD PROTECTION UPDATE
2023**

(File Ref. No. 10-6060-01) (REDMS No. 7184720)

Staff noted sea level rise projections are being monitored with current and future projects adapted beyond year 2100 estimates.

General Purposes Committee
Monday, July 17, 2023

It was moved and seconded

That the staff report titled "Fraser River Freshet and Flood Protection Update 2023", dated June 9, 2023, from the Director, Engineering be received for information.

CARRIED

Councillor Gillanders entered the meeting at 4:07 p.m.

2. ELECTRIC VEHICLE CHARGING INFRASTRUCTURE REQUIREMENTS FOR NEW NON- RESIDENTIAL BUILDINGS

(File Ref. No. 10-6125-07-02) (REDMS No. 7198349)

In response to queries from the Committee, staff noted (i) there is a greater demand universally for EV charging, (ii) the 100% EV ready charging requirement for residential buildings provides the basis of assumption that 70-80% of charging will take place there, (iii) staff will be developing retrofit programs for existing buildings over the next few years, (iv) the EV charging infrastructure is not a requirement for drop off zones, but dedicated parking stalls for workforce or visitors would trigger the requirement, (v) for large comprehensive developments the developer would look at EV level 2 infrastructure readiness based on the parking requirements, typically at the design stage, (vi) the overall average cost for infrastructure readiness at the time of development for level 2 is an estimated \$400 - \$700 per stall, and (vii) unless the parking stall is shared (e.g. car co-ops), the 35% required infrastructure installation refers to the panel capacity, wiring to the parking stall and a junction box to close off, not the actual charging unit.

It was moved and seconded

- (1) *That Richmond Zoning Bylaw 8500, Amendment Bylaw No. 10463, which amends Sections 3.4 Use and Term Definitions, and 7.15 Electric Vehicle Charging Infrastructure, be introduced and given first reading, and;***
- (2) *That an owner would be permitted to submit a Building Permit application in compliance with prior requirements if:***
 - (a) *A Development Permit was issued by Council prior to adoption of Amendment Bylaw No. 10463; or,***
 - (b) *A Development Permit has not yet been issued, be permitted to proceed in accordance with existing Zoning Bylaw provisions if the Development Permit is issued by Council within one year of the adoption of Amendment Bylaw No. 10463, and an acceptable Building Permit application has also been submitted to the City within this timeframe.***

CARRIED

Opposed: Cllrs. Heed
Loo

2.

General Purposes Committee
Monday, July 17, 2023

ADJOURNMENT

It was moved and seconded
That the meeting adjourn (4:21 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,
July 17, 2023.

Mayor Malcolm D. Brodie
Chair

Lorraine Anderson
Legislative Services Associate



City of Richmond

Report to Committee

To: General Purposes Committee
From: Grant Fengstad
Director, Information Technology
Date: July 25, 2023
File: 04-1300-01/2023-Vol
01
Re: Award of Contract 8228 NOITC – Oracle Enterprise Performance Management
(EPM) Subscription Contract

Staff Recommendation

1. That Contract 8228 NOITC – Oracle Enterprise Performance Management (EPM) Subscription Contract be awarded to Oracle Canada Inc. for an aggregate contract value of \$993,031 excluding taxes, for a contract term of five years from August 31, 2023 to August 30, 2028 as described in the report titled “Award of Contract 8228 NOITC – Oracle Enterprise Performance Management (EPM) Subscription Contract”, dated July 25, 2023 from the Director, Information Technology; and
2. That the Chief Administrative Officer and General Manager, Finance and Corporate Services be authorized to execute the contract with Oracle Canada Inc.

Grant Fengstad
Director, Information Technology
(604-276-4096)

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Purchasing Finance Department	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

The Budget Planning and Monitoring Solution project was previously approved by Council in 2019 to replace the outdated Budget and Capital Model that has been in place numerous years.

A new software platform is needed to incorporate;

- (a) Operating and Utility Budgets,
- (b) Capital budget,
- (c) 5 Year Financial Plan and
- (d) 5 Year Financial Plan Amendment

The new platform will create efficiencies to facilitate the preparation of Reports to Committee, which includes the City's 5 Year Financial Plan. The City can leverage the integration functionalities to connect Oracle EPM with PeopleSoft Finance & Supply Chain Management System (FSCM) and PeopleSoft Human Capital Management System (HCM) for salary budgeting.

The purpose of this report is to present the results of the Proof of Concept study of the Oracle EPM platform, and provide a recommendation for the award of a contract to Oracle Canada Inc. as the City's standard software platform for the Budget Planning & Monitoring Solution project.

This report supports Council's Strategic Plan 2022-2026 Focus Area #4 Responsible Financial Management and Governance:

Responsible financial management and efficient use of public resources to meet the needs of the community.

4.1 Ensure effective financial planning to support a sustainable future for the City.

4.2 Seek improvements and efficiencies in all aspects of City business.

4.3 Foster community trust through open, transparent and accountable budgeting practices and processes.

Analysis

The City has deployed multiple products by Oracle Canada Inc. within the last decade, such as PeopleSoft Human Capital Management (HCM), PeopleSoft Financial and Supply Chain Management (FSCM), Oracle Taleo Acquisition and Customer Relationship Management (CRM). This brings consistency to users across applications and ensures that data between different applications can be integrated for reporting and analysis. Choosing the recommended EPM Oracle platform will benefit the City with preferential pricing through the existing service

negotiated by City staff. For these reasons, Oracle EPM was selected for a Proof of Concept (POC) study.

Proof of Concept Study

A Proof of Concept study was carried out from Sep 27, 2021 to April 29, 2022 using the Oracle EPM Cloud platform. The purpose of the POC was to verify the platform's functional and technical compatibilities, and ensure compliance with the City's requirements and standards.

During the POC, the EPM Cloud application was setup based on the user requirements and the project team reviewed the solution with use cases for Salary Budget, Budget Reporting, Budget Related Reporting and Projection, Capital Budget, 5 Year Financial Plan and User Budget Submission Package. The project team also contacted current users of the platform, Simon Fraser University and City of Maple Ridge to verify their experience of implementing and using the EPM solution.

POC Findings

The POC identified that the Oracle EPM Cloud platform:

- is capable of integrating with the City's ERP so transaction data can be used for budgeting purposes
- has robust and flexible security capabilities to restrict data access
- has sophisticated formulas and calculations to facilitate the budgeting process
- enhances budget forecast capability and reliability with what-if scenarios
- allows electronic approval workflow
- combines operating budget and capital budget for reporting

In conclusion, the EPM Cloud platform reduces manual calculations and provides automation functionality for budget report generation. It reduces time required to prepare budget analysis and reports, incorporates budget forecast into the same system and eliminates time lag between when plans are updated and reports are refreshed. It is compatible with the City's technical infrastructure as it relates to Single Sign On, integration and application security.

Therefore, staff recommends Oracle EPM Cloud platform as the City's Budget Planning and Monitoring Solution.

Notice of Intent to Contract

A Notice of Intent to Contract (NOITC) was posted to BC Bid, from June 29, 2023 to July 10, 2023, informing the public that the City is intending to purchase a subscription license with Oracle Canada Inc. for the EPM platform. No challenges were received during the posting period.

Financial Impact

A five-year contract leverages the City's existing Oracle Cloud Services Agreement signed on July 25, 2019. The estimated total cost of the proposed contract over 5 years is \$993,031 starting August 31, 2023. The table below shows the distribution of the cost over the 5-year term.

Table 1 – Estimated Total Cost over Five-Year Subscription Contract Term

Description	Costs
Software Subscription Cost – Year 1 (10 licenses)	\$49,143
Software Subscription Cost – Year 2 (200 licenses)	\$235,887
Software Subscription Cost – Year 3 (200 licenses)	\$235,887
Software Subscription Cost – Year 4 (200 licenses)	\$235,887
Software Subscription Cost – Year 5 (200 licenses)	\$236,227
Total Contract Value	\$993,031

The funding for this contract has been previously approved by Council within the operating budget.

Conclusion

Oracle Canada Inc. is the proprietary owner of the Oracle EPM product, and is the only supplier delivering the services and maintaining the platform for which no other substitute exists. Staff recommend awarding the subscription contract to Oracle Canada Inc. for \$993,031.00, exclusive of taxes, for the five-year contract term.



Kathy Hui
Business Analyst, Information Technology
(604-276-4059)



City of Richmond

Report to Committee

To: General Purposes Committee

Date: August 9, 2023

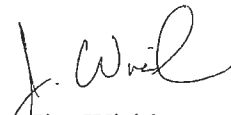
From: Jim Wishlove,
Fire Chief




File: 99-Fire Rescue/2023-
Vol 01

Re: UBCM Community Resiliency Investment - Grant Application

Staff Recommendations:

1. That staff be authorized to submit an application to the Union of British Columbia Municipalities Community Resiliency Investment (CRI) Fund for up to \$100,000 in grant funding as described in the report titled "UBCM Community Resiliency Investment –Grant Application" dated August 9, 2023 from the Fire Chief;
2. That should the funding application be successful, the Chief Administrative Officer and the General Manager, Community Safety be authorized to execute the agreements on behalf of the City of Richmond with the UBCM; and
3. That Should the funding application be successful, that the Consolidated Five Year Financial Plan (2023-2027) be amended accordingly.


Jim Wishlove
Fire Chief
(604-303-2715)

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Intergovernmental Relations & Protocol Unit	<input checked="" type="checkbox"/>	
Finance Department	<input checked="" type="checkbox"/>	
Risk Management	<input checked="" type="checkbox"/>	
Parks Services	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO 

Staff Report

Origin

Staff are seeking Council endorsement for an application to the Community Resiliency Investment (CRI) grant program from the Union of BC Municipalities (UBCM) focussed on public education and mitigation activities related to wildfire risk-management within the City of Richmond. In accordance with the UBCM Grant Application Guidelines, a Council resolution indicating support for the application and willingness to provide overall grant management are required to be submitted with the application. The current 2023 application deadline is September 2023.

This report supports Council's Strategic Plan 2022-2026 Focus Area #3 A Safe and Prepared Community:

Community safety and preparedness through effective planning, strategic partnerships and proactive programs.

3.3 Ensure the community is collectively prepared for emergencies and potential disasters.

This report supports Council's Strategic Plan 2022-2026 Focus Area #4 Responsible Financial Management and Governance:

Responsible financial management and efficient use of public resources to meet the needs of the community.

4.1 Ensure effective financial planning to support a sustainable future for the City.

4.4 Work with all levels of governments for grant and funding opportunities.

Analysis

The Community Resiliency Investment (CRI) program provides funding to local governments in BC to increase community wildfire resiliency by undertaking community based FireSmart education, planning and mitigation activities that reduce the community's risk from wildfire. The grant may contribute 100% of the eligible costs to a maximum of \$100,000.

Background

The CRI program offers a number of the eligible activities and important initiatives that can be implemented by the City of Richmond to reduce our wildfire risk. With the recent spike in wildland fires, heat related occurrences and our natural and landscaped fuel sources, the wildfire risk continues to naturally increase within our city limits.

Benefits/Impacts:

As environmental fire risks increase, structure fire prevention and standard fire-life safety initiatives should be expanded to include wildfire risks, mitigation and prevention focusses. Including wildfire prevention in RFR programming will support the mitigation and prevention of fires that occur on public and private wildlands.

The 2023 intake includes funding eligibility for the development of a Community Wildfire Resilience Plan (CWRP) of up to \$32,000. This funding opportunity will allow the City to evaluate wildfire risk and implement the resiliency plan under subsequent grant funding. The \$32,000 request is to start Phase 1 and more grant opportunities will be forthcoming once we have produced the CWRP for implementation.

Financial Impact

Should the City be awarded the grant, staff recommend that the Consolidated 5-Year Financial Plan (2023-2027) be amended accordingly.

Conclusion

As part of the submission process, the Union of British Columbia Municipalities requires Council to endorse the application for funding. This project aligns with the City's goals and vision. Staff recommend the endorsement of the application to the CRI for grant funding.



Rachelle Ernst
Program Manager, Strategic Planning & Policy
Richmond Fire-Rescue
(604-303-2754)

RE:re



City of Richmond

Report to Committee

To: General Purposes Committee **Date:** July 19, 2023
From: Mark Corrado **File:** 12-8275-30-001-Vol 01
Director, Community Bylaws and Licencing
Re: **Application To Amend Food Primary Liquor Licence # 311069 and add Patron Participation Entertainment Endorsement- Marina One Seafood Restaurant Ltd., DBA: Marina One Seafood Restaurant at 170 – 3631 No. 3 Road**

Staff Recommendation

1. That the application from Marina One Seafood Restaurant Ltd., doing business as Marina One Seafood Restaurant, for an amendment to Food Primary Licence #311069, requesting:
 - a) An increase to hours of liquor service currently set at Sunday to Saturday, 9:00 AM to Midnight, be supported for a change to Sunday to Saturday, 9:00 AM to 2:00 AM; and
 - b) Total person capacity currently set at 194 occupants will not change; and
 - c) To add Patron Participation Entertainment Endorsement which will end at Midnight; and
2. That a letter be sent to the Liquor and Cannabis Regulation Branch, which includes the information attached as Appendix A (Attachment 1), advising that Council recommends the approval of the licence amendment for the reasons that these amendments have been determined, following public consultation, to be acceptable to the neighbouring community.

Mark Corrado
Director, Community Bylaws and Licencing
(604-204-8673)
Att. 3

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Fire Rescue	<input checked="" type="checkbox"/>	
RCMP	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS:	APPROVED BY CAO

Staff Report

Origin

The Provincial Liquor and Cannabis Regulation Branch (LCRB) issues licenses in accordance with the Liquor Control and Licensing Act (Act) and the Regulations made pursuant to the Act. This report deals with an application to the LCRB and the City of Richmond by Marina One Seafood Restaurant Ltd., doing business as Marina One Seafood Restaurant, (hereinafter referred to as “Marina One”) for an amendment to the Food Primary Liquor Licence #311069 and request:

- An increase to liquor service hours **from** 9:00 AM to Midnight, **to**, 9:00 AM to 2:00 AM Sunday to Saturday, and
- To add patron participation entertainment endorsement which must end by midnight, and
- No increase proposed to the total person capacity, which will remain the same at 194 occupants.

The City of Richmond is given the opportunity to provide written comments by way of a resolution to the LCRB with respect to the liquor licence applications and amendment. For an amendment to the Food Primary Liquor Licence the process requires the local government to provide comments with respect to the following criteria:

- The potential for noise;
- The impact on the community; and
- Whether the amendment may result in the establishment being operated in a manner that is contrary to its primary purpose.

This report supports Council’s Strategic Plan 2022-2026 Focus Area #3 A Safe and Prepared Community:

Community safety and preparedness through effective planning, strategic partnerships and proactive programs.

Analysis

Marina One Seafood Restaurant is situated at 3631 No. 3 Road, Unit 170. The property is zoned Auto-Oriented Commercial (CA). This zone provides for a mix of commercial and related uses oriented to vehicular access. This noted property has various types of businesses providing permitted uses such as professional or personal services and retail trading. The operator took over the premises that had a similar business in November of 2018.

The applicant’s request for an increase in later service hours is to better serve their clients and the community. This would add greater flexibility to the venue and provide a more equitable opportunity to better serve the public. Marina One would also like to add Patron Participation Entertainment Endorsement to permit singing and dancing by patrons and to host banquets or special events.

Impact of Noise on the Community

The location of this establishment is such that there should be no noise impact on the community. The extended hours of liquor service under the Food Primary Liquor Licence are within the permitted service hours adopted by Council under Policy 9400. The increase in service hours and patron participation entertainment endorsement should not change the establishment such that it would operate contrary to its primary purpose as a food primary establishment.

Impact on the Community

The community consultation process for reviewing applications for liquor-related licences is prescribed by the Development Application Fees Bylaw No. 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.

The required signage was posted on June 15, 2023 and three advertisements were published in the Richmond News newspaper on June 15, 2023, June 22, 2023 and June 29, 2023.

In addition to the advertised signage and public notice requirements, staff sent letters to businesses, residents and property owners within a 50 meter radius of the establishment. On June 15, 2023, 230 letters were sent to residents, businesses and property owners. The letter provided information on the proposed liquor licence amendment application and contained instructions to comment on the application. The period for commenting for all public notifications ended July 15, 2023.

As a result of the community consultation process described, the City has received no responses opposed to this application.

Other Agency comments

As part of the review process, staff requested comments from other agencies and departments such as Vancouver Coastal Health, Richmond RCMP, Richmond Fire-Rescue, Building Approvals Department and the Business Licence Department. These agencies and departments generally provide comments on the compliance history of the applicant's operations and premises. No concerns were raised or comments provided by Building Approvals Department, Richmond RCMP, Richmond Fire-Rescue and there were no comments provided of concern from Vancouver Coastal Health.

Financial Impact

None.

Conclusion

The results of the community consultation process for Marina One's application for extended service hours and Patron Participation Entertainment Endorsement was reviewed based on the LCRB criteria. The analysis concluded there should be no noticeable potential impact from noise, no significant impact to the community and no comments or ongoing concerns were raised from the regulatory agencies. Based on the culmination of these factors, the application to amend the Food Primary Licence to increase service hours to 9:00 AM to 2:00 AM, with no change to person capacity remaining at 194 occupants and to add Patron Participation ending at Midnight, is recommended.



Brock Simonson
Licence Inspector
(604-276-4155)

MC.bs

- Att. 1: Appendix A
- 2: Letter of Intent
- 3: Aerial Map with 50 Metre buffer area

City of Richmond

Appendix A

Re: Application to Amend Food Primary Liquor Licence # 311069- Extended Service Hours and Request for Patron Participation Entertainment Endorsement– Marina One Seafood Restaurant Ltd., DBA: Marina One Seafood Restaurant at 170 – 3631 No. 3 Rd., Richmond, BC

1. That the application from Marina One Seafood Restaurant Ltd., DBA: Marina One Seafood Restaurant, operating at, 170 - 3631 No.3 Road., requesting an increase to hours of liquor service and to add Patron Participation Entertainment Endorsement to the Food Primary Liquor Licence #311069, be supported for:
 - a) A permanent change to hours of liquor service;
 - i) **From**, Sunday to Saturday, 9:00 AM to Midnight,
 - ii) **To**, Sunday to Saturday, 9:00 AM to 2:00 AM;
 - b) Total person capacity to remain the same at 194 persons;
 - c) Addition of Patron Participation Entertainment Endorsement.
2. That a letter be sent to Liquor and Cannabis Regulation Branch advising that Council supports the amendments for a permanent change to hours of liquor service and addition of Patron Participation Entertainment Endorsement to the Food Primary Liquor Licence #311069, with the hours as listed above, and;
3. Council's comments on the prescribed criteria (Section 71 of the Liquor Control and Licencing Regulations) are as follows:
 - a) The impact of additional noise and traffic in the area of the establishment was considered;
 - b) The potential impact on the community was assessed through a community consultation process; and
 - c) Given that there has been no incidents of non-compliance with the business, the amendments to change hours of liquor service and the addition of Patron Participation Entertainment Endorsement to the Food Primary Liquor Licence should not change the establishment such that it is operated contrary to its primary purpose;
 - d) As the operation of a licenced establishment may affect nearby residents, businesses and property owners, the City gathered the views of the community through a community consultation process as follows:

- i) Residents, businesses and property owners within a 50 meter radius of the establishment were notified by letter. The letter provided information on the application with instructions on how to submit comments or concerns; and
 - ii) Signage was posted at the subject property and three public notices were published in a local newspaper. The signage and public notice provided information on the application with instructions on how to submit comments and concerns.
- e) Council's comments on the general impact of the views of residents, businesses and property owners are as follows:
 - i) The community consultation process was completed within 90 days of the application process; and
 - ii) The community consultation process generated no comments opposed to this application.
- f) Council recommends the approval of the amendments to the Food Primary Liquor Licence with extended hours of liquor service to 9:00 AM to 2 AM, Sunday to Saturday, and the addition of Patron Participation Entertainment Endorsement for reasons that the amendments proposed are acceptable to the majority of the residents, businesses and property owners in the area and the community.

COLLINGWOOD LAW OFFICE
Barristers & Solicitors
2959 Kingsway, Vancouver, British Columbia, V5R 5J4
Tel: 604-434-2977 Fax: 604-434-2967

Logan Nainaar
Andrew Xu*
Thershan Nainaar*†
Maggie Shi

Lnainaar@collingwoodlawoffice.com
axu@collingwoodlawoffice.com
tnainaar@collingwoodlawoffice.com
steven@collingwoodlawoffice.com
*Law Corporation † Associate Counsel

February 21, 2023

File No.: 6793

DELIVERED – Copy by Email

City of Richmond
6911 No. 3 Road
Richmond, BC V6Y 2C1

Finance and Corporate Services Division

Attn: Brock Simonson

Dear Sirs/Mesdames:

Re: Application for Change of Hours for Liquor Service to existing Food Primary License and request for Patron Participation Entertainment Endorsement – Marina One Seafood Restaurant Ltd. – 170-3631 No. 3 Road

Request and Background

We write on behalf of our client Marina One Seafood Restaurant Ltd. dba Marina One Seafood Restaurant ("Marina One") in respect of the above captioned matter.

Marina One is a high end sit-down full service Chinese restaurant specializing in seafood and high-end Cantonese cuisine.

Our client bought the business in December of 2018 and engaged in extensive renovations which were interrupted by the COVID-19 pandemic at a critical juncture, necessitating a rethink of the restaurant concept and delaying the final restaurant opening until 2022.

As a large restaurant catering to a high-end clientele, Marina One is faced with the dual headwinds of residual effects of COVID and an imminent financial downturn, both of which impact large high-end restaurants more than smaller venues.

Collingwood Law Office

Marina One employs a significant number of servers, chefs and cooks, as well as support staff including managers and accountants. The majority of supplies are also sourced from other Richmond businesses.

Strategy and Rationale

In order to remain as a viable business in these challenging environments, Marina One intends to focus its marketing and business efforts in two directions: 1) banquets and 2) attracting a younger demographic.

Both strategies depend in part on being able to serve liquor past midnight and allowing a degree of patron participation. Banquets, especially weddings, tend to run late for obvious reasons, and some singing (karaoke) and dancing are also traditional fixtures, though the primary focus is always the sit-down dinner. Requiring all liquor service to cease by midnight and not being able to offer limited patron participation entertainment would put Marina One at a competitive disadvantage relative to other restaurants both in Richmond and the Greater Vancouver area which do offer same.

Similarly, market analysis undertaken by our client shows that the younger demographic being targeted tends to both start dinner later and stay later. This demographic also tends to spend on a per capita basis more than older demographics (banquets aside).

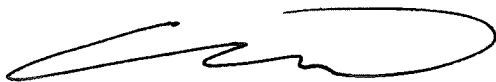
Neighborhood Character and Impact

The restaurant is located on the ground floor of a large standalone two-story plaza and has no second floor above the dining room. The other tenants of the plaza are a musical equipment store (Tom Lee Music), and office tenants (real estate offices and a law firm). These businesses are usually closed by 6pm.

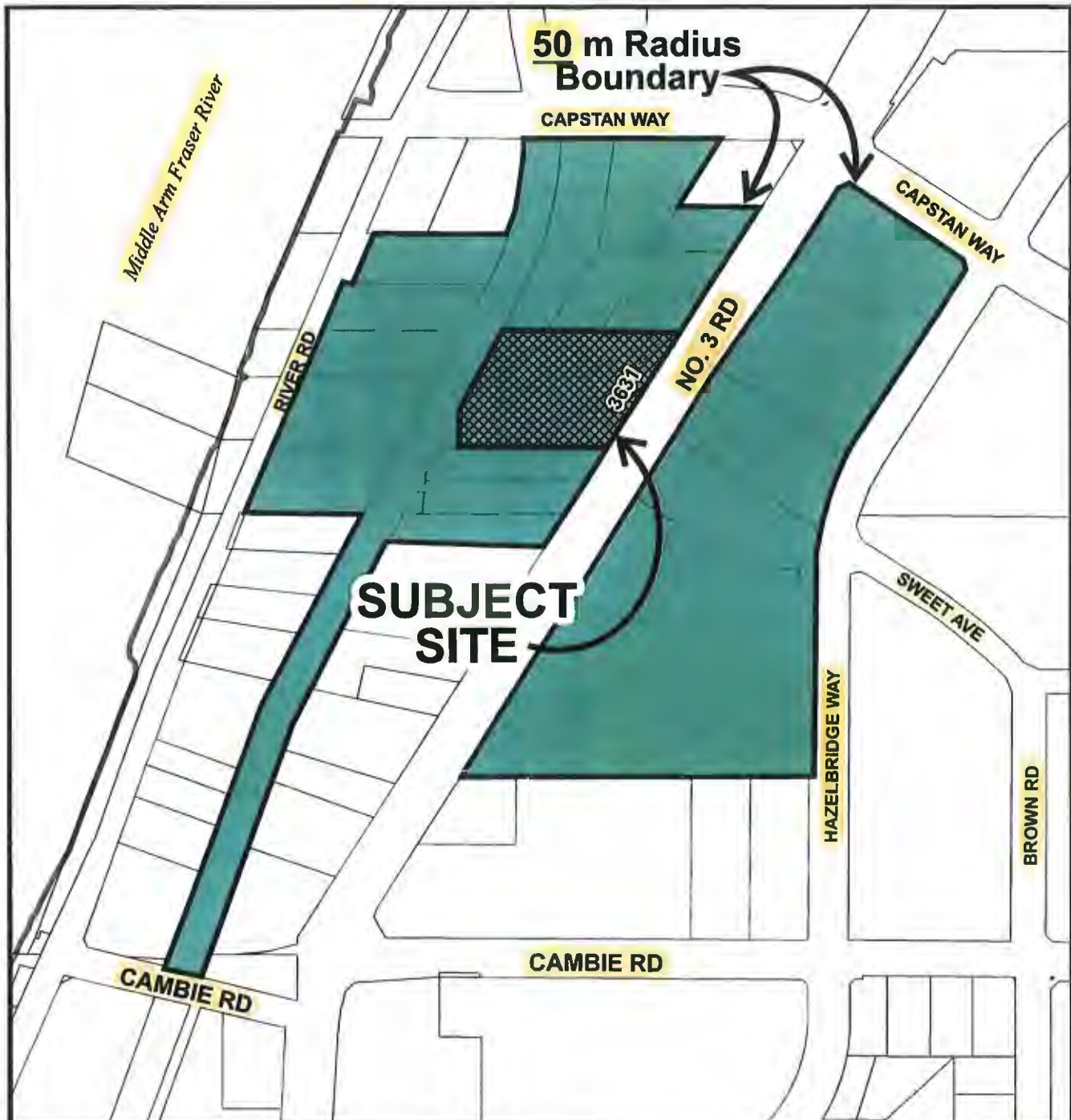
Neighboring lots to the north and south have significant set-backs and consist of a car dealership and an auto body shop. To the east across No. 3 Road (a significant distance away and behind the skytrain tracks) is Canadian Tire's parking lot and an undeveloped City-owned stretch slated to be a future extension of River Parkway is to the west. The entire character of the neighborhood is commercial in nature with no adjacent residential buildings. The area is designated as "mixed-use" in the Official Community Plan.

We would submit that Marina One's location is well suited to allowing extended liquor service hours and patron participation but are happy to discuss further. As such, please don't hesitate to contact us at any time with any questions.

Yours very truly,
Collingwood Law Office – agent for applicant



Per: Andrew Xu



3631 No. 3 Road
Unit 170

Original Date: 05/08/23

Revision Date:

Note: Dimensions are in METRES



City of Richmond

Report to Committee

To: General Purposes Committee **Date:** August 2, 2023
From: Marie Fenwick **File:** 11-7000-09-20-346/Vol
Director, Arts, Culture and Heritage Services 01
Re: **Richmond Cultural Centre Annex Public Art Mural Project Proposal**




Staff Recommendation

That the artist project proposal for “Seasons of Colour” by Laura Kwok as detailed in the staff report titled, “Richmond Cultural Centre Annex Public Art Mural Project Proposal” dated August 2, 2023, from the Director, Arts, Culture and Heritage Services, be endorsed.

Marie Fenwick

Marie Fenwick
Director, Arts, Culture and Heritage Services
(604-276-4288)

Att. 2

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Finance Department	<input checked="" type="checkbox"/>	
Parks Services	<input checked="" type="checkbox"/>	
Facility Services & Project Development	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO 

Staff Report

Origin

On June 12, 2023, Council approved the Richmond Cultural Centre Annex Public Art Mural Project Terms of Reference. The Call to Artists invited artists residing in British Columbia to submit qualifications and an expression of interest to create a community engaged mural artwork to be placed on the high-level exterior fascia around the perimeter of the building.

This report presents the artist's project proposal, "Seasons of Colour" by Laura Kwok, as recommended by a Selection Panel committee comprised of a professional Musqueam artist, Richmond Arts Centre representatives, Richmond Public Library representative, and a community member-at-large, for council's consideration.

This report supports Council's Strategic Plan 2022-2026 Focus Area #6 A Vibrant, Resilient and Active Community:

Vibrant, resilient and active communities supported by a wide variety of opportunities to get involved, build relationships and access resources.

6.1 Advance a variety of program, services, and community amenities to support diverse needs and interests and activate the community.

6.2 Enhance the City's network of parks, trails and open spaces.

6.3 Foster intercultural harmony, community belonging, and social connections.

6.5 Enhance and preserve arts and heritage assets in the community.

Analysis

Artist Selection Process

On June 13, 2023, the Richmond Cultural Centre Annex Mural Public Art Call to Artists was posted to solicit applications from professional artists residing in British Columbia (Attachment 1). The deadline for the artist call was July 4, 2023. Twenty-six (26) artists and artist teams responded to the call.

On July 11, 2023, following the Public Art Program administrative procedures for an artist selection process, staff convened the first of two artist selection panel meetings, with the following members:

- Botao Chen, Richmond Youth Media Lab Representative;
- Deanna Marie Point, Musqueam Professional Artist;
- Denise Hui, Richmond Public Library Board Trustee and Community Representative;
- Vickie McLeod, Textile Arts Guild of Richmond Representative; and
- Winston L. Sayson, Community Member-at-Large Representative.

One artist and three artist teams were shortlisted and invited to attend an artist orientation session with staff and professional consultants. The orientation provided an opportunity for the artists to ask questions and receive additional information about specific project parameters and site considerations. Following the session, artists were provided with a \$250 honorarium to develop their project proposals.

On July 27, 2023, the four shortlisted artists presented their project proposals at the final Selection Panel meeting. In accordance with the Public Art Program Administration Procedures, the Selection Panel reviewed the project proposals, which included a short art activity and social engagement demonstration by the artists. Following the presentations, the Selection Panel engaged in a thorough adjudication and evaluation process.

The Selection Panel recommended the project proposal by Richmond-based mural artist, Laura Kwok. The Selection Panel noted that the proposal responded well to the aims and objectives of the opportunity including a thoughtful and comprehensive approach to the community engagement phase of the project.

The Richmond Public Art Advisory Committee has reviewed the project proposal by email sent on August 1, 2023 and supports the proposal by Laura Kwok.

Recommended Artist Proposal – Richmond Cultural Centre Annex Mural Project Proposal

The artist's project proposal, "Seasons of Colour" aims to reflect hope, rejuvenation, local pride and a sense of belonging. The artist describes the artwork as follows:

My goal for this mural is to create a vibrant and hopeful expression of Community, Culture, and Creativity. I am particularly interested in highlighting the natural beauty of Richmond, honouring our rich cultural heritage, and celebrating our continual growth in the Arts. I have designed the workshops to share my art skills and serve the community, while building relationships and receiving valuable public feedback that will ultimately enhance the mural design.

Attachment 2 provides further information about the artist's background and project proposal.

In consultation with the artist, coordination of five (5) community engagement sessions will be included as part of Richmond Culture Days, from September 22 to October 15. Following the community engagement phase, the artist will present mural concept sketches for review with staff and project stakeholders, prior to the installation of the mural in spring 2024.

Financial Impact

The RCCA Community Mural Project budget is \$40,000 funded by one per cent of the total construction cost of the facility's capital project budget (\$10,000) supplemented by \$30,000 from the approved Public Art Program budget, which is funded through the voluntary contributions of private developers. As per the Terms of Reference, \$35,000 is the total budget for mural implementation and \$5,000 is allocated for administration costs.

Maintenance for the mural artwork will be the responsibility of the Public Art Program.

Conclusion

The Richmond Cultural Centre Annex Public Art Mural Project supports ArtWorks: Richmond Arts Strategy 2019-2024 by activating public spaces through and for the arts and providing affordable and accessible arts for all.



Biliana Velkova
Public Art Planner
(604-247-4612)

- Att. 1: Richmond Cultural Centre Annex Mural, Call to Artists, Terms of Reference
2: Richmond Cultural Centre Annex Mural Project Proposal

call to artists

PUBLIC ART
RICHMOND



Figure 1: Architectural Rendering: RCCA, north façade. Fascia areas for mural application highlighted in red. Note: mural to encircle building.

Richmond Cultural Centre Annex Mural Project

Request for Qualifications (RFQ)

June 2023

OPPORTUNITY

The Richmond Public Art Program is seeking an artist or artist team to develop and implement a community-engaged artist process to create a public art mural for the new Richmond Cultural Centre Annex, 7660 Minoru Gate.

Artists or artist teams with demonstrated experience in executing outdoor murals and working with community groups and multiple project stakeholders are encouraged to apply.

Deadline: July 4, 2023

Budget: \$35,000

Eligibility: Artists Residing in British Columbia

Completion: Spring 2024

call to artists

PUBLIC ART
RICHMOND

BACKGROUND

The Richmond Cultural Centre Annex (RCCA) is a newly renovated facility located directly across from the Richmond Cultural Centre/Richmond Public Library in Minoru Park. This building, formerly known as the Minoru Place Activity Centre, will open to the public in fall 2023 with an array of purpose-built cultural spaces including:

- Two performing arts studios, primarily for dance;
- Pottery studio;
- Flex lobby with space for art exhibitions and casual public performances and events;
- History Lab for Richmond Museum schools programs;
- Media Lab with computers, green screen, recording studio and more; and
- Creativity Studio for visual and performing arts education.

These spaces will address increased demands for City arts and cultural programs as well as be available for rent by local community arts and cultural organizations for a wide range of activities.

LOCATION

The commissioned mural will be located at the RCCA, 7660 Minoru Gate. The mural will be installed on the exterior upper fascia surfaces, surrounding the building. Please refer to pages 1 and 6 for images that highlight the surface areas to receive the mural. Applicants are encouraged to visit the site and view the existing collection of public artworks located in Minoru Park, including *Continuum* by Richard Tetrault and Jerry Whitehead, the mural surrounding the upper exterior fascia of the Richmond Cultural Centre/Richmond Public Library located directly opposite.

THEMES

Themes and subject matter will be identified through artist-led community engagement workshops. The commissioned artist or artist team will be expected to develop and implement a minimum of five (5) public engagement workshops with the first to happen on site during the Richmond Culture Days kick-off weekend on September 23, 2023. The workshops can incorporate art activities and prompts to foster community dialogue, relationship-building, and skills-sharing with resident art groups, staff and community members.

The expectation is for the mural to engage multiple generations, including children, youth, adults and seniors. The mural may reflect the diversity of activities offered in the new facility and may also reference Richmond's cultural and natural heritage.

call to artists

PUBLIC ART
RICHMOND

ARTIST SCOPE OF WORK

The commissioned artist or artist team will coordinate with City staff to implement the community engagement process. The City of Richmond will provide workshop spaces and assist in communication/promotion of the public engagement sessions.

Upon completion of the community engagement process, the commissioned artist or artist team will propose a concept mural design for presentation to City staff and community stakeholders. Artists will respond to stakeholder feedback, which may result in revisions to the mural design.

The total building surface area to be painted is approximately 1,600 sq.ft.

The commissioned artist or artist team will be required to coordinate work on site and obtain all the necessary insurance and permitting to use lift equipment or scaffolding as necessary. An approved installation work plan will be developed and approved in consultation with the City of Richmond.

BUDGET

The budget for this opportunity is \$35,000. This is inclusive (but not limited to) artist fees, painting supplies, equipment, artist supplies, administration, documentation, insurance, travel, accommodation and all taxes, excluding GST.

ARTIST ELIGIBILITY

Artists residing in British Columbia are eligible to apply. Indigenous artists are encouraged to apply. City employees and volunteers serving on City of Richmond Public Art Advisory Committee are not eligible to apply.

Artists that are currently engaged in a public art project contract with the City are ineligible until their current contract is deemed complete.

SELECTION PROCESS

This will be a two-stage artist selection process. The Selection Panel will be comprised of artists, community representatives, and arts professionals. In the first stage, a five-person Selection Panel will convene to review all artist packages and shortlist up to three (3) artists for the commission.

In the second stage, shortlisted artists will be provided with a \$150 honorarium to develop a proposal, outlining proposed artist methodology and how the artist will engage community for the project. A preliminary budget will also be required. Upon Council approval, the commissioned artist or artist team will enter into a contract with the City of Richmond.

call to artists

PUBLIC ART
RICHMOND

SELECTION CRITERIA

- Artist's demonstrated mural experience and proven capability in producing murals that reflect community identity and assist in building rich cultural places.
- Artist's capacity to engage community stakeholders and work with other City contractors and staff professionals if required.
- Appropriateness of the proposal to the Public Art Program goals:
www.richmond.ca/__shared/assets/Public_Art_Program__Policy_8703_32088.pdf

SUBMISSION REQUIREMENTS

Email all documentation as one (1) PDF document, not to exceed a file size of 5 MB to: publicart@richmond.ca

INFORMATION FORM – Please complete the information form attached to this document.

STATEMENT OF INTENT – 300 words or less, highlighting past relevant experience and skillsets, artist methodology, and why the artist is interested in this opportunity.

ARTIST CV – (1 page maximum) Teams should include one page for each member.

WORK SAMPLES – Ten (10) supporting image examples of previous work. One image per page. Please include artist name(s), title, year, location and medium information to be on each image page.

REFERENCES – Submit the names, titles and contact information of three (3) individuals who can speak to your relevant experience.

PROJECT TIMELINE

Submission Deadline:	July 4, 2023
Shortlist Artist Orientation:	July 13, 2023 at 1:00 p.m. (Virtual)*
Artist Interview:	July 27, 2023, 5:00 p.m. (In-person)*
Artists Notification:	August 2023
Community Engagement:	To begin on September 23, 2023*
Project Completion:	Spring 2024

* Applicants are asked to keep this date and time available.

call to artists

PUBLIC ART
RICHMOND

SOURCES FOR ADDITIONAL INFORMATION

- City Centre Public Art Plan, www.richmond.ca/culture/publicart/plans
- Community Mural Program, www.richmond.ca/culture/publicart/whatsnew/communitymural
- Richmond Public Art Program, www.richmond.ca/culture/publicart
- Richmond Public Art Registry, www.richmond.ca/culture/publicart/collection/Default.aspx
- Richmond Archives, www.richmond.ca/city-hall/archives.htm

SUBMISSION GUIDELINES

1. All supporting documents must be complete and strictly adhere to these guidelines and submission requirements (above) or risk not being considered.
2. All submissions must be formatted to 8.5 x 11 inch pages. Portfolio images and concept sketches would be best formatted to landscape format.
3. Submission files must be 5 MB or smaller.
4. If submitting as a team, the team should designate one representative to complete the entry form. Each team member must submit an individual resume/curriculum vitae. (See Submission Requirements)
5. All documents must be sent by email to: publicart@richmond.ca.

ADDITIONAL INFORMATION

1. Selected artists will be required to show proof of WCB coverage and appropriate general liability insurance.
2. 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 Artist Call as required.
3. All submissions to this Artist Call 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.

QUESTIONS

Please contact the Richmond Public Art Program:

Tel: 604-204-8671

Email: publicart@richmond.ca

call to artists

PUBLIC ART
RICHMOND



Figure 2. Architectural Rendering: RCCA, east façade. Fascia areas for mural application highlighted in red.
Note: mural to encircle entire building.



Figure 3. *Continuum*, Richard Tetrault and Jerry Whitehead, Richmond Cultural Centre, 2019

call to artists

PUBLIC ART
RICHMOND

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

Name: _____

Team Name (if applicable): _____

Address: _____

City: _____ Postal Code: _____

Primary Phone: _____ Secondary Phone: _____

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

**Incomplete submissions will not be accepted. Emailed submissions over 5 MB 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 Richmond Arts Services? ☐ Yes ☐ No

Signature: _____ Date: _____

Submit applications by email to: publicart@richmond.ca

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 RFQ as required. All submissions to this RFQ 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 of the submitted documents. 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.

Seasons of Colour

Richmond Cultural Centre Annex Public Art Mural Project

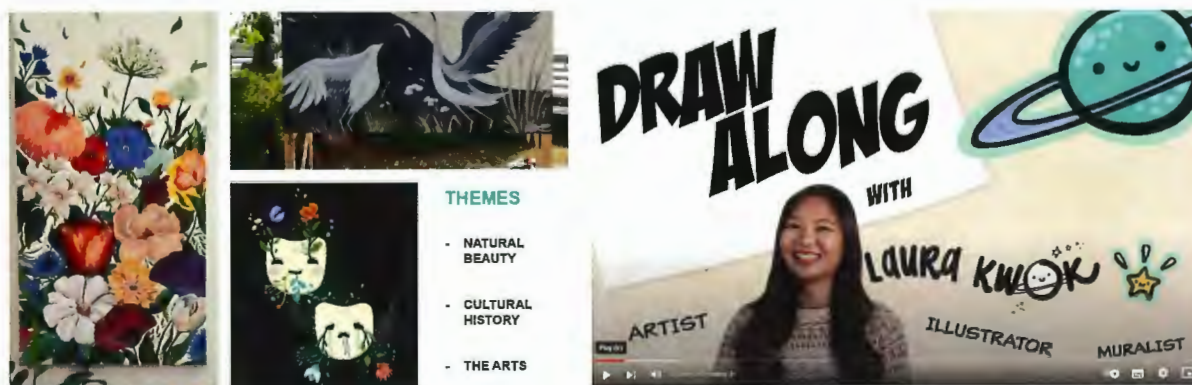
by artist Laura Kwok

This community mural project will focus on community, culture and creativity.

Laura Kwok is a Richmond-based illustrator and mural artist. She is captivated by the beauty of nature and her artwork is inspired by the grandeur of the natural world. Her recent work focuses on capturing the fluid and ethereal life cycles of flowers and creating a personal language of floral symbolism as a means of self-expression. Laura is curious about how art plays a therapeutic role in healing humans, creating connections, and strengthening communities.

Seasons of Colour will focus on implementing a meaningful and comprehensive series of community engagement sessions to inform the artist's mural design, including interactive storytelling and painting sessions, a public art walk and scavenger hunt, an interactive "Memory Corner", and a social media campaign inviting individuals to share personal stories. Through free and accessible arts-based community engagement activities, resident art groups, building users and the general public will have hands-on art-making opportunities to contribute and inform the creation of the mural for the Richmond Cultural Centre Annex.

Examples of proposed community engagement sessions and themes:



WORKSHOP 2 Capstan Art Walk & Scavenger Hunt



EXAMPLE PROMPTS:

- 1) What makes our city special?
- 2) What is your favourite part of Richmond?
(ie. type of activity, food, location, event, etc.)
- 3) Tell me some of your favourite plants and wildlife
that you've seen in Richmond!



From left to right: art activity themes for community workshops, digital social media engagement, outdoor public art walk and scavenger hunt, and example prompts for arts-based community engagement sessions.