



General Purposes Committee

**Anderson Room, City Hall
6911 No. 3 Road**

**Monday, June 2, 2014
4:00 p.m.**

Pg. # ITEM

MINUTES

GP-2 *Motion to adopt the **minutes** of the meeting of the General Purposes Committee held on Tuesday, May 20, 2014.*

FINANCE AND CORPORATE SERVICES DEPARTMENT

1. **REVIEW OF SIDEWALK VENDING SERVICES PILOT PROJECT**
(File Ref. No. 10-6360-03-04) (REDMS No. 4168379 v.2)

GP-7

See Page GP-7 for full report

Designated Speaker: Aida Sayson

STAFF RECOMMENDATION

That a Mobile Vending Program on City-owned or City-controlled property be endorsed as an ongoing City initiative.

ADJOURNMENT



General Purposes Committee

- Date: Tuesday, May 20, 2014
- Place: Anderson Room
Richmond City Hall
- Present: Mayor Malcolm D. Brodie, Chair
Councillor Linda Barnes
Councillor Derek Dang
Councillor Evelina Halsey-Brandt
Councillor Ken Johnston
Councillor Bill McNulty
Councillor Linda McPhail
Councillor Harold Steves
- Absent: Councillor Chak Au
- Call to Order: The Chair called the meeting to order at 4:05 p.m.

MINUTES

It was moved and seconded

That the minutes of the meeting of the General Purposes Committee held on Tuesday, April 22, 2014, be adopted as circulated.

CARRIED

FINANCE AND CORPORATE SERVICES DEPARTMENT

1. **BUSINESS LICENCE REGULATION BYLAW 7538, AMENDMENT BYLAW NO. 9142**
(File Ref. No. 12-8060-20-009142) (REDMS No. 4215807)

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It was moved and seconded

That Business Regulation Bylaw No. 7538, Amendment Bylaw No. 9142 which amends Schedule A of Bylaw 7538 to include the premises at Unit 118 - 4411 No. 3 Road among the sites which permit an amusement centre to operate with more than 4 amusement machines, be introduced and given first, second and third readings.

CARRIED

COMMUNITY SERVICES DEPARTMENT

2. **BLACKSMITH SHOP AND FOUNDRY AT BRITANNIA SHIPYARDS**
(File Ref. No. 11-7140-20-BSH11) (REDMS No. 4218344 v. 12)

Discussion ensued regarding incorporating a glass blowing facility at the Britannia shipyards and that the function of the blacksmith shop and foundry be refined.

Marie Fenwick, Britannia Site Supervisor, advised that the report was broad in nature with regard to the development of the blacksmith shop and foundry as further research and exploration of operational models will be required prior to refining any potential uses.

It was moved and seconded

(1) *That the staff report "Blacksmith Shop and Foundry at Britannia Shipyards" , dated May 5, 2014 from the Senior Manager, Parks, which details a functioning blacksmith shop and foundry, be received for information; and*

(2) *That staff provide a further update within six months.*

The question on the motion was not called as Committee directed staff to review the feasibility of a glass blowing facility at the Britannia shipyard. Discussion ensued regarding the timeframe for the staff update and with respect to the glassblowing and forging proposals being constructed in keeping with the adjacent Phoenix Gillnet Loft project.

Mike Redpath, Senior Manager, Parks, advised that, with respect to the Phoenix Gillnet Loft, the structural assessment will be undertaken in the near future which will in turn determine potential uses for the building.

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

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3. **AGREEMENT WITH THE SHARING FARM SOCIETY**

(File Ref. No. 11-7025-01) (REDMS No. 4188370 v. 4)

It was moved and seconded

That the Chief Administrative Officer and the General Manager, Community Services be authorized to execute all documentation required to implement a five year agreement with the Sharing Farm Society for the purposes of the Society farming a 2.8 acre portion of land at Terra Nova Rural Park, at a rental rate of \$10.00 per year and other terms and conditions set out in attachment 2 of the staff report, dated May 5, 2014.

CARRIED

4. **WORLD UNION OF OLYMPIC CITIES MEMBERSHIP**

(File Ref. No. 03-1000-12-073) (REDMS No. 4196842 v. 15)

In response to a query from Committee, Cathryn Volkering Carlile, General Manager, Community Services, advised that the World Union of Olympic Cities (UMVO) is an exclusive group of cities which have organized an Olympics or have been a venue city that meet annually to promote and strengthen the legacy component associated with the Olympic Games.

Discussion ensued regarding the benefits of the UMVO membership to the City of Richmond. In response to queries from Committee, Ms Carlile and George Duncan, Chief Administrative Officer, provided the following information:

- UMVO membership allows the City of Richmond to be represented at future discussions related to the Olympics;
- the City of Richmond would provide input into future best practices related to the Olympic legacy;
- the City would gain access to a broader range of speakers to further Richmond's Olympic legacy;
- the relationship with the UMVO would advance Richmond's leadership in promoting sports and active/healthy communities;
- the development of Richmond's Olympic legacy and the achievements made to promote active communities is a model for future Olympic and venue cities;
- the UMVO membership provides direct access and input to the International Olympic Committee (IOC);
- in the past three years, the City of Richmond had been approached to join the UMVO and have presented for the organization in Lausanne, Switzerland, and Peru with all expenses being paid by the UMVO;

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- the City partnered with the IOC in the 2010 Olympic Games and has entered into significant business dealings, at no cost to the City, with the shipment of valuable IOC artifacts for Richmond's Olympic Legacy experience;
- becoming a member of the UMVO provides an opportunity for the City to give back to the IOC;
- UMVO membership involves a commitment to attend a yearly summit and may include attendance at meetings to be held in conjunction with future Olympic games and SportAccord Conventions; and
- UMVO membership would require an approximate budget of \$20,000 annually.

Discussion ensued regarding staff reporting back to Committee on the return on the investment as a UMVO member.

It was moved and seconded

- (1) *That staff be directed to apply for membership, by the City of Richmond, in the World Union of Olympic Cities (UMVO);*
- (2) *That the Mayor or Alternate and Chief Administrative Officer be designated to be the City's representatives to the UMVO, with the Chief Administrative Officer having responsibility for managing associated functional and operational matters;*
- (3) *That funding for this legacy program be funded from Council Contingency; and*
- (4) *That a further analysis of the benefits be provided to Council in one year.*

The question on the motion was not called as discussion ensued regarding the staff analysis including any additional activities being planned by the UMVO and the benefits of such activities to the City of Richmond. The question on the motion was then called and it was **CARRIED**.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:52 p.m.).

CARRIED

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Tuesday, May 20, 2014

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 Tuesday, May 20, 2014.

Mayor Malcolm D. Brodie
Chair

Heather Howey
Committee Clerk



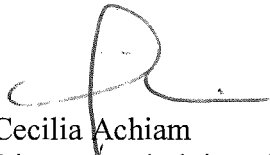
City of Richmond

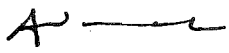

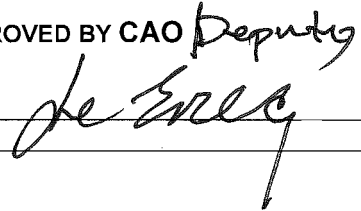
Report to Committee

To: General Purposes Committee **Date:** April 25, 2014
From: Cecilia Achiam **File:** 10-6360-03-04/2014-
 Director, Administration and Compliance Vol 01
Re: **Review of Sidewalk Vending Services Pilot Project**

Staff Recommendation

That a Mobile Vending Program on City-owned or City-controlled property be endorsed as an ongoing City initiative.


 Cecilia Achiam
 Director, Administration and Compliance
 (604-276-4122)

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Business Licences	<input checked="" type="checkbox"/>	
Real Estate Services	<input checked="" type="checkbox"/>	
Transportation	<input checked="" type="checkbox"/>	
Economic Development	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO Deputy 

Staff Report

Origin

At the March 25th, 2013 Council meeting, Council adopted the following resolution:

That:

1. *Business Regulation Bylaw No. 7538, Amendment Bylaw No. 8800, be introduced and given first, second, and third readings;*
2. *A pilot project to allow sidewalk vending services at the intersection of No. 3 Road and Westminster Highway be endorsed; and,*
3. *A report be brought back to Council following a one year review of the sidewalk vending services pilot project.*

The Business Regulation Bylaw No. 7538, Amendment Bylaw No. 8800, which permits a mobile vendor to conduct business on City-owned or controlled property, was subsequently adopted by Council on April 22, 2013.

The purpose of this Report is to report back to Council on the pilot project at the intersection of No. 3 Road and Westminster Highway, following the one year implementation period, and to seek Council’s endorsement of a Mobile Vending Program on City-owned or City-controlled property as an ongoing City initiative.

Background

The City published its first Request for Expression of Interest (EOI) in late 2012, which outlines the project requirements and general criteria for sidewalk vending services. There were three respondents to the first EOI. To generate further interest in the pilot project, a second EOI was posted in July 2013 and the City received proposals from two respondents.

The following three vendors met City requirements and are currently operating on the pilot site:

Name	Product	Location	Commencement Date
Japadog	specialty hotdog	south/west corner of No. 3 Road and Westminster Highway	June 13, 2013
Richmond Hospice Association (RHA)	fresh flowers	south/west corner of No. 3 Road and Westminster Highway	September 6, 2013
Fooda International	roasted chestnuts	north/east corner of No. 3 Road and Westminster Highway	January 15, 2014

Analysis

Key Findings/Learning:

1. There was a modest response to the City's call out for sidewalk vending services at the pilot site.
2. The sidewalks in the pilot site are not wide enough to accommodate large-size vending trucks. Moreover, there were challenges with regards to the ability of these trucks to manoeuvre in and out of the sidewalks. It is for these reasons that the City had to decline the proposal of one of the three respondents to the first EOI.
3. The food vendors provided positive feedback on their sidewalk vending experience. They have indicated that business is good and expressed general satisfaction with the pedestrian traffic in the pilot site. It was observed that foot traffic did drop during the winter months. Both vendors wish to continue to operate at the pilot site.
4. With respect to the non-food vendor, it is their observation that foot traffic in the pilot site is not enough to sustain their flower vending operation, and for this reason, they do not wish to continue their operation this coming Fall. They would be open to other opportunities should they arise (e.g. setting up a flower booth at an event).
5. The City did not receive any unsolicited feedback from the public nor neighbouring businesses with respect to the sidewalk vending carts at the pilot site.

Moving Forward:

During the pilot phase of the sidewalk vending services initiative, the City received inquiries from interested parties to establish vending trucks in other parts of the City outside the pilot areas. In response to such inquiries, the City, through the Economic Development Office and other channels, intends to promote mobile vending in other areas of Richmond.

With the adoption of Business Regulation Bylaw No. 7538, Amendment Bylaw No. 8800, authorization is in place to allow mobile vendors to conduct business on City-owned or City-controlled property. An approval process, which was established for handling sidewalk vending operations in the pilot site, will be used to facilitate future requests to set up vending carts and trucks elsewhere in the City. As in the pilot project, potential vendors will need to follow a set of general criteria to operate a mobile vending unit (e.g. must be permitted under any applicable bylaws; must comply with applicable Richmond Fire-Rescue and National Fire Protection Association regulations; must comply with public health requirements with respect to health and safety issues, etc.). Staff will monitor the Mobile Vending Program to ensure that the City is implementing the Program in the most effective and efficient manner.

It will take some time to generate interest in and build up a substantial mobile vending program in Richmond. Currently though, a robust food vending program exists in Richmond through the two night markets, which operate approximately six months/year. In 2013, the Summer Night

April 25, 2014

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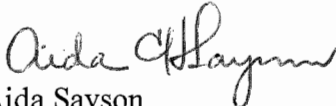
Market (Vulcan Way) had 62 food booths plus two to three food trucks, while the Richmond Night Market (Duck Island) had 84 food booths plus two to three food trucks.

Financial Impact

None.

Conclusion

The City has gained modest success with sidewalk vending in the pilot site and valuable experience through the pilot project. Both food vendors are allowed to continue their sidewalk vending operation under authority from the existing Business Regulation Bylaw. The opportunity for mobile vendors to operate in other City-owned or controlled property will be explored as part of continuing efforts to attract a diversity of businesses to Richmond.


Aida Sayson
Manager, Corporate Compliance
(604-204-8505)

ACS:acs