



Regular Council

Monday, January 27, 2025

Place: Council Chambers  
Richmond City Hall

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

Corporate Officer – Claudia Jesson

Call to Order: Mayor Brodie called the meeting to order at 7:00 p.m.

RES NO. ITEM

MINUTES

R25/2-1 1. It was moved and seconded  
*That the minutes of the Regular Council meeting held on January 13, 2025,  
be adopted as circulated.*

**CARRIED**



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**COMMITTEE OF THE WHOLE**

- R25/2-2      2.    It was moved and seconded  
*That Council resolve into Committee of the Whole to hear delegations on agenda items (7:01 p.m.).*

**CARRIED**

3.    Delegations from the floor on Agenda items:

Items No. 11 – Consolidation of Public Compensation for Council Members, and No. 11A – Council Members Attendance at Events

Sheldon Starrett, Richmond resident, spoke in support of Items No. 11 and 11A.

Item No. 11 – Consolidation of Public Compensation for Council Members

- (1)    Maureen McDermott, Richmond resident, spoke in support of Item No. 11 and suggested that, for accountability and transparency, citizens should know how City Council compensation benefits the community.
- (2)    Kody Millar, Richmond resident, spoke in support of Item No. 11.

Items No. 8 – Terms of Reference – Major Construction Projects Oversight Committee, and No. 11 - Consolidation of Public Compensation for Council Members

Jasmine Piao, Richmond resident, queried Items No. 8 and No. 11, and requested information for how the citizens can provide feedback.

- R25/2-3      4.    It was moved and seconded  
*That Committee rise and report (7:11 p.m.).*

**CARRIED**



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**CONSENT AGENDA**

- R25/2-4 5. It was moved and seconded  
*That Items No. 6 through No. 10 be adopted by general consent.*

**CARRIED**

6. **COMMITTEE MINUTES**

*That the minutes of:*

- (1) *the Community Safety Committee meeting held on January 14, 2025;*
- (2) *the General Purposes Committee meeting held on January 20, 2025;*
- (3) *the Planning Committee meeting held on January 21, 2025; and*
- (4) *the Public Works and Transportation Committee meeting held on January 22, 2025;*

*be received for information.*

**ADOPTED ON CONSENT**

7. **MAJOR CONSTRUCTION PROJECTS OVERSIGHT COMMITTEE  
POLICY – REFERRAL RESPONSE**

(File Ref. No. 01-0095-20-1021) (REDMS No. 7909177)

*That the Major Construction Projects Oversight Committee Policy 1021, as described in the report titled “Major Construction Projects Oversight Committee Policy – Referral Response”, dated January 6, 2025, from the Director, Facilities and Project Development, be approved.*

**ADOPTED ON CONSENT**

8. **TERMS OF REFERENCE – MAJOR CONSTRUCTION PROJECTS  
OVERSIGHT COMMITTEE**

(File Ref. No. 06-2052-25-WYAR1) (REDMS No. 7905856)

- (1) *That the “Terms of Reference – Major Construction Projects Oversight Committee”, dated January 6, 2025, from the Director, Facilities and Project Development, be endorsed;*



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- (2) *That Councillor Gillanders be appointed as Council-liaison to the Major Construction Projects Oversight Committee;*
- (3) *That the Works Yard Replacement Project be referred to the Major Construction Projects Oversight Committee; and*
- (4) *That the recruitment for members of the Major Construction Oversight Committee occurs as soon as possible and that staff report back to Council with recommended appointees.*

**ADOPTED ON CONSENT**

A revised Terms of Reference was distributed to Council (attached to and forming part of these minutes as **Schedule 1**).

**9. REGULAR COUNCIL MEETINGS FOR PUBLIC HEARINGS  
SCHEDULE CHANGE**

(File Ref. No. 01-0105-01) (REDMS No. 7929799)

*That the Regular Council Meetings for Public Hearings be held on a Monday at 5:30 pm immediately following a General Purposes Committee Meeting.*

**ADOPTED ON CONSENT**

**10. REFERRAL RESPONSE - STEVESTON VILLAGE HERITAGE  
CONSERVATION GRANT PROGRAM (COUNCIL POLICY 5900)**

(File Ref. No. 01-0095-20-5900; 08-4200-08) (REDMS No. 7849100, 7886988, 7850184, 7845434, 7871676, 7860346)

- (1) *That the proposed amendments to the Steveston Village Heritage Conservation Grant Program (Council Policy 5900), as detailed in the staff report titled “Referral Response - Steveston Village Heritage Conservation Grant Program (Council Policy 5900)”, dated December 12, 2024 from the Director, Policy Planning be approved; and*
- (2) *That an amendment to the Official Community Plan (Steveston Area Plan) be prepared to adjust the development contribution structure for the Steveston Village Heritage Conservation Grant Program to ensure long-term sustainable funding for the program.*

**ADOPTED ON CONSENT**



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**CONSIDERATION OF MATTERS REMOVED FROM THE  
CONSENT AGENDA**

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**NON-CONSENT AGENDA ITEMS**

**GENERAL PURPOSES COMMITTEE**

Mayor Malcolm D. Brodie, Chair

**11. CONSOLIDATION OF PUBLIC COMPENSATION FOR COUNCIL  
MEMBERS**

(File Ref. No. 01-0105-08-01) (REDMS No.)

R25/2-5

It was moved and seconded

- (1) *THAT the City of Richmond prepare a comprehensive annual financial report that details the total compensation received by Richmond Council members who serve on regional or provincial organizations, including but not limited to EComm911, Municipal Finance Authority, TransLink, and Metro Vancouver, and that this report be made accessible to the public; and,*
- (2) *THAT the annual financial report provides a complete itemization of each Council member's base salary and benefits, as well as per diems, stipends, allowances, retainers, expense reimbursements, and any other compensation associated with their roles.*

**CARRIED**



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**11A. COUNCIL MEMBERS ATTENDANCE AT EVENTS**

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

The following recommendation was **DEFEATED** at Committee (with Cllrs. Day, Gillanders, Heed, McNulty and Wolfe opposed).

*That staff be directed to keep track of and periodically report in public on the attendance of Councillors and the Mayor at Council meetings, external board meetings, meetings where Councillors are the liaisons and public or community events.*

R25/2-6

It was moved and seconded

*That staff be directed to keep track of and periodically report in public on the attendance of Councillors and the Mayor at Council meetings, external board meetings, meetings where Councillors are the liaisons and public or community events.*

The question on the motion was not called as discussion ensued with respect to the merits of the recommendation.

The question on Resolution R25/2-6 was then called and it was **DEFEATED** with Cllrs. Day, Gillanders, Heed, McNulty and Wolfe opposed.

**PLANNING COMMITTEE**

Councillor Bill McNulty, Chair

**12. REFERRAL RESPONSE: BYLAW 9861 – GREENHOUSES WITH CONCRETE FOOTINGS**

(File Ref. No. 12-8060-20-009861; 08-4403-03-07) (REDMS No. 7781658, 7884976)

R25/2-7

It was moved and seconded

*That Option 1, maintain current regulations, which restrict the use of concrete in greenhouses, as outlined in the report titled “Referral Response: Bylaw 9861 – Greenhouses with Concrete Footings”, dated December 12, 2024, from the Director, Policy Planning, be endorsed.*

The question on the motion was not called as a brief discussion ensued with respect to the current regulations.



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The question on the motion was then called and it was **CARRIED** with Cllr. Loo opposed.

**PUBLIC WORKS AND TRANSPORTATION COMMITTEE**  
Councillor Carol Day, Chair

13. **PROPOSED SPEED MITIGATION MEASURES ON DYKE ROAD AND LONDON/PRINCESS AREA**

(File Ref. No. 12-8060-20-010623;10-6450-15-01) (REDMS No. 7859884, 7909364)

R25/2-8

It was moved and seconded

*That the recommendation:*

- (1) *That the posted speed limit be reduced from 50 km/h to 30 km/h on London Road, Princess Lane, Princess Street and the section of Dyke Road from London Road to the proposed eastern speed cushion, as described in the staff report titled “Proposed Speed Mitigation Measures on Dyke Road and London/Princess Area”, dated December 12, 2024, from the Director, Transportation;*
- (2) *That Option 3 to implement the physical traffic calming measures as described in the staff report titled “Proposed Speed Mitigation Measures on Dyke Road and London/Princess Area”, dated December 12, 2024, from the Director, Transportation be endorsed; and*
- (3) *That Traffic Bylaw No. 5870, Amendment Bylaw No. 10623, to revise the posted speed limit be introduced and given first, second and third readings.*

*be referred back to the Public Works and Transportation Committee for further discussion.*

The question on the referral motion was not called as discussion ensued with respect to the merits of referring the report back.

In response to query from Council, staff noted a report back to Council on an existing referral to look at the speed on Dyke Road, as well as a bike route around Bark Park, is anticipated in March.



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As a result of further discussion, a friendly amendment to separate Resolution R25/2-8 was made.

The question on Resolution R25/2-8, as amended, which reads as follows:

- (1) *That the posted speed limit be reduced from 50 km/h to 30 km/h on the section of Dyke Road from London Road to the proposed eastern speed cushion, as described in the staff report titled “Proposed Speed Mitigation Measures on Dyke Road and London/Princess Area”, dated December 12, 2024, from the Director, Transportation; and*
- (3) *That Traffic Bylaw No. 5870, Amendment Bylaw No. 10623, to revise the posted speed limit on the section of Dyke Road from London Road to the proposed eastern speed cushion, be introduced and given first, second and third readings,*

*be referred back to the Public Works and Transportation Committee for further discussion.*

was then called, and it was **CARRIED** with Cllr. Wolfe opposed.

R25/2-9

It was moved and seconded

***That the recommendation:***

- (1) *That the posted speed limit be reduced from 50 km/h to 30 km/h on London Road, Princess Lane and Princess Street, as described in the staff report titled “Proposed Speed Mitigation Measures on Dyke Road and London/Princess Area”, dated December 12, 2024, from the Director, Transportation;*
- (2) *That Option 3 to implement the physical traffic calming measures as described in the staff report titled “Proposed Speed Mitigation Measures on Dyke Road and London/Princess Area”, dated December 12, 2024, from the Director, Transportation be endorsed; and*
- (3) *That Traffic Bylaw No. 5870, Amendment Bylaw No. 10623, to revise the posted speed limit on London Road, Princess Lane and Princess Street, be introduced and given first, second and third readings,*

**CARRIED**

Opposed: Cllr. Wolfe





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**BYLAWS FOR ADOPTION**

- R25/2-10      It was moved and seconded  
*That the Consolidated 5 year Financial Plan (2025-2029) Bylaw No. 10622 be adopted.*

**CARRIED**

**DEVELOPMENT PERMIT PANEL**

- R25/2-11      14. It was moved and seconded  
*That the minutes of the Development Permit Panel meeting held on December 11, 2025, be received for information.*

**CARRIED**

**PUBLIC DELEGATIONS ON NON-AGENDA ITEMS**

- R25/2-12      15. It was moved and seconded  
*That Council resolve into Committee of the Whole to hear delegations on non-agenda items (8:19 p.m.).*

**CARRIED**

Dr. Geoffrey Blair, MD, FRCSC, spoke to his submission on the adverse health effects of gas-powered lawn equipment (copy on file City Clerk's office).

Dr. Blair referred to the leadership of the City's Community Energy and Emissions Plan 2050, and opportunity to continue to implement climate action at the local and federal level and lead the way by legislating a ban on the use of gas-powered lawn equipment for the sake of the air we breathe.



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In response to queries from Council, Dr. Blair suggested there be a gradual reduction in the use of gas-powered lawn equipment until a set phased out deadline, if possible, and further noted (i) the District of Oak Bay has started the process of removing/eliminating gas-powered lawn equipment, (ii) noise pollution is very real and harmful; noise from gas-powered leaf blowers has well-documented bad effects on human health, and (iii) it is noted that many lawn care workers are using the machines without hearing protection or a proper 2.5 mask to filter out the particulate matter from the machines, and in the United States it has come to the attention that lawn care workers are increasingly concerned with the effects on their health.

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

R25/2-13

It was moved and seconded

That the presentation from Dr. Blair be referred to staff to look at the adverse health and other effects of gas-powered lawn equipment.

CARRIED

R25/2-14

16. It was moved and seconded

That Committee rise and report (8:39 p.m.).

CARRIED

ADJOURNMENT

R25/2-15

It was moved and seconded

That the meeting adjourn (8:40 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the Regular meeting of the Council of the City of Richmond held on Monday, January 27, 2025.

Mayor (Malcolm D. Brodie)

Corporate Officer (Claudia Jesson)

## **Terms of Reference – Major Construction Projects Oversight Committee**

### **Purpose**

The purpose of the Major Construction Projects Oversight Committee (the “Committee”) is to provide independent advice, input and feedback at key milestones during the planning, design development and construction phases of the Project (the “Project”).

### **Role of Committee**

Members of the Committee will focus and provide input on the following:

- The project scope meets the requirements per the Council Strategic Plan or Council-approved program.
- The project budget and schedule aligns with the scope of work.
- Tracking progress – compare critical project milestones to the fundamental elements of scope, schedule, and budget to the baseline.

Committee members are to act within the Council-approved direction for the project. Should the Committee have recommendations outside the Council-approved program staff may present these to Council for consideration. It is Council that must approve any material changes to the project scope, schedule, or budget that may ensue from this input.

Committee members are to act in the best interests of the community.

### **Membership**

Membership shall consist of:

- Three to five (3-5) Subject Matter Experts who have relevant, project-specific experience.

A Council liaison **may** be appointed by Richmond City Council. The Director, Facilities and Project Development will be the designated Staff Liaison.

Subject Matter Expert Committee members will be remunerated \$500 per committee meeting.

### **Membership Selection**

Staff will conduct a public call and targeted recruitment for membership of the Committee for Council consideration and approval.

Candidates will be chosen to reflect executive-level experience in fields such as construction, architecture, engineering, finance, construction management, or law.

### **Term of Office**

- Two-years for the Chair and Committee members, with appointments reviewed bi-annually.

### **Procedures and Meetings**

- **Richmond City Council may choose a Chair and a Vice Chair, or it may delegate the selection of the Chair and Vice Chair to the members of the Committee.**
- Meetings will be held on a quarterly basis or at the call of the Chair.
- A quorum will be a majority of members.
- Members of the Committee will make every effort to attend. If a member is to miss a meeting, no alternate is **allowed**.
- Copies of the agenda and record of the previous meeting will be circulated to the Committee members.
- The City will provide the Committee with staff support for the preparation of minutes and agendas.
- Other City staff, consultants or contractors may attend meetings and provide technical support as required.

### **Conflict of Interest:**

A conflict of interest exists if a Committee member is a director, member or employee of an organization seeking to benefit from the City or if the Committee member has a direct or indirect pecuniary (financial) interest in the outcome of Committee deliberations.

Committee members who have a conflict of interest with a topic being discussed shall declare the conflict, describe the nature of the conflict, leave the room prior to any discussions and shall refrain from further comments. Committee members are not permitted to directly or indirectly benefit from their participation on the Committee during their tenure and for a period of twelve (12) months following their term(s).

### **Professionalism:**

Committee members are expected to act in accordance with the City's Respectful Workplace Policy (Policy 6800), including being respectful towards others members.

Committee members must devote the necessary time and effort to prepare for meetings, arrive at meetings on time and provide feedback consistent with the Committee's mandate. Any Committee member who is absent for three (3) meetings of the Committee without reason satisfactory to the Committee may be removed from the Committee.

### **Reporting and Communication:**

The Committee members may not represent themselves as having any authority beyond that delegated in the Terms of Reference approved by Council. Items will be presented to the Committee if referred by Council or staff and the standard process of communication is through staff to Council. **Committee minutes or relevant information may be included in staff reports or memos to Council, at least on a semi-annual basis.**

Committee members may communicate directly to Council but may not share confidential information regarding the project with the media.

All information discussed during Committee is considered confidential unless expressly noted otherwise **and a Non-Disclosure Agreement will be signed at the onset of Committee formation by Committee Members.**

Any use of social media must, as with all other forms of communication, meet principles of integrity, professionalism and privacy.

Should a Committee member violate or act outside the Terms of Reference, the Committee member may be removed from the Committee.

*Committee members serve at the pleasure of Richmond City Council. Council may amend these Terms of Reference at its discretion.*