



## Regular Council Meeting

Tuesday, February 12, 2013

Time: 7:00 p.m.

Place: Council Chambers  
Richmond City Hall

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

Corporate Officer – David Weber

Absent: Councillor Linda McPhail

Call to Order: Mayor Brodie called the meeting to order at 7:01 p.m.

RES NO. ITEM

### MINUTES

- R13/3-1 1. It was moved and seconded  
*That:*
- (1) *the minutes of the Regular Council Meeting held on Monday, January 28, 2013, be adopted as circulated; and*
  - (2) *the Metro Vancouver 'Board in Brief' dated January 25, 2013 be received for information.*

**CARRIED**

1.



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**AGENDA ADDITIONS & DELETIONS**

R13/3-2

It was moved and seconded

*That the following matters be added to the agenda:*

**(1) Under Bylaws for Adoption:**

- (a) Richmond Official Community Plan Bylaw 7100, Amendment Bylaw No. 8841 (RZ 10-544729) 3391 and 3411 Sexsmith Road and a Portion of City Lane on the North Side of Capstan Way Between Sexsmith Road and No. 3 Road; and**
- (b) Richmond Zoning Bylaw 8500, Amendment Bylaw No. 8842 (RZ 10-544729) 3391 and 3411 Sexsmith Road and a Portion of City Lane on the North Side of Capstan Way Between Sexsmith Road and No. 3 Road; and**

**(2) Under the Consent Agenda:**

- (a) Item No. 20A – 2013 Health, Social and Safety Grants;**
- (b) Item No. 20 B – 2013 Parks, Recreation and Community Events Grants; and**
- (c) Item No. 20 C – 2013 Arts and Culture Grant Program.**

**CARRIED**

**COMMITTEE OF THE WHOLE**

R13/3-3

2. It was moved and seconded

*That Council resolve into Committee of the Whole to hear delegations on agenda items (7:04 p.m.).*

**CARRIED**



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3. Delegations from the floor on Agenda items:

Item No. 20A – 2013 Health, Social and Safety Grants

The Reverend Margaret Cornish, St. Albans Church, thanked Council for the opportunity to speak, and provided highlights related to the services that St. Albans Church provides for those Richmond residents who are precariously housed, or suffer from mental illness and addiction. The Reverend then spoke about: (i) the Church's various programs, including the Extreme Weather Shelter and the Community Meal Program; (ii) how the Church's services add value and contribute to the community; (iii) how guests of the Church feel safe and experience an increase in personal dignity; and (iv) how some guests of St. Albans Church have been successful in finding housing and jobs.

Upon conclusion, the Reverend noted that in 2012 the services offered by St. Albans Church were identified as the most urgent need in Richmond, and that the number of guests and volunteers continues to grow. She also spoke about the need for shower facilities, as well as a washer and dryer at the church.

- R13/3-4 4. It was moved and seconded  
*That Committee rise and report (7:11 p.m.).*

**CARRIED**

**CONSENT AGENDA**

- R13/3-5 5. It was moved and seconded  
*That Items 6 through 20 C be adopted by general consent.*

**CARRIED**

*Councillor Steves was not present in Council Chambers at the time of the vote on the Consent Agenda (8:00 p.m.).*



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**6. COMMITTEE MINUTES**

*That the minutes of:*

- (1) the Finance Committee meeting held on Monday, February 4, 2013;*
  - (2) the Parks, Recreation & Cultural Services Committee meeting held on Tuesday, January 29, 2013;*
  - (3) the Planning Committee meeting held on Tuesday, February 5, 2013;*
- be received for information.*

**ADOPTED ON CONSENT**

**7. 2012 AUDIT ENGAGEMENT**

(File Ref. No. 03-0950-03/2013-Vol 01) (REDMS No. 3767882)

- (1) Richmond City Council provides effective oversight of management's process for identifying and responding to fraud risks, including program and controls to prevent, detect and deter fraud and ensure compliance with regulatory requirements by:*
  - (a) having established a Finance Committee, which is responsible for oversight and includes all members of Council;*
  - (b) Directing, reviewing and approving the annual operating, capital and utility budget individually, which form the basis of the 5 Year Financial Plan and expenditure bylaw;*
  - (c) approving the 5 Year Financial Plan and the bylaw which sets the expenditure limits and the amounts to be collected from taxation;*
  - (d) approving the tax rate bylaw, which sets the amount that the City collects from each respective taxation class;*
  - (e) receiving reports which require Council approval concerning any real estate purchases or disposals and any award of contracts that are in excess of \$500,000;*
  - (f) establishing policies that govern procurement, budget amendments, budget and 5 Year Financial Plan, financial signing authorities and investments, specifically the following:*



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- (i) 3001 - Budget Amendment Policy;*
- (ii) 3104 - Procurement Policy;*
- (iii) 3105 - Construction Management Projects;*
- (iv) 3703 - Investment Policy;*
- (v) 3707 - Long Term Financial Management Strategy;*
- (vi) 3708.01 - Expense Reimbursement Procedures; and*
- (vii) 3709 - Financial Signing Authorities (spending authority);*
  
- (g) creating the Administration and Compliance Division, which includes Business Advisory and Compliance sections and strengthens internal controls;*
  
- (h) through Council's Planning Committee, reviewing all planning matters, including development agreements, re-zoning applications and any monetary exchanges or negotiated consideration (density bonus, land exchanges etc.);*
  
- (i) receiving financial information reports each quarter, which include information on:*
  - (i) procurement activity, awards and contracts over \$25,000;*
  - (ii) the current investment balance and the amounts placed with respective financial institutions and information as to whether Council's investment policy has been adhered to;*
  - (iii) the City's actual financial results by department in comparison to the amounts budgeted, which includes explanations concerning significant variances;*
  - (iv) the amounts of revenues received through development applications, building permits, business license, gaming and developer contributions;*
  - (v) the current reserve balances; and*
  - (vi) the amounts spent with respect to capital projects;*



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- (j) receiving the City's annual audited financial statements which are prepared in accordance with generally accepted accounting principles established by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants (CICA) and which are reviewed by the City's external auditor. Upon presentation of the audited financial statements, the City's external auditors communicate any issues that arise concerning fraud and non-compliance with laws and regulations, internal control deficiencies, any significant accumulated uncorrected misstatements, and any significant difficulties encountered during the audit;*
  - (k) receiving on an annual basis the Statement of Financial Information (SOFI), which must be prepared in accordance with the Financial Information Act. The SOFI is made available for public viewing by June 30 each year and is accessible for the following three years. Information contained within the SOFI includes Council remuneration and expenses, employee remuneration in excess of \$75,000 and expenses and schedule of suppliers and goods in excess of \$25,000; and*
  - (l) receiving the City's Annual Report, which includes the City's goals and objectives for the coming year and progress with regard to the preceding year's goals and objectives. The report also includes a set of the audited financial statements. The report is presented at a public meeting before June 29th in each year and is made available for public inspection at least 14 days prior to that meeting; and*
- (2) Richmond City Council is not aware of any instances of actual, suspected or alleged fraud within the current fiscal year, including misconduct or unethical behaviour related to financial reporting or misappropriation of assets.**

**ADOPTED ON CONSENT**



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**8. 5 YEAR FINANCIAL PLAN (2013 - 2017) BYLAW 8990**  
(File Ref. No. 12-8060-20-8990) (REDMS No. 3761056-v8, 3789501)

***That:***

- (1) the 5 Year Financial Plan (2013 – 2017) as presented in the staff report titled 5 Year Financial Plan (2013 – 2017) Bylaw 8990 dated February 4, 2013 by the Director, Finance, be approved;***
- (2) the 5 Year Financial Plan (2013–2017) Bylaw No. 8990 be introduced and given, first, second, and third readings; and***
- (3) staff undertake a process of public consultation as required in Section 166 of the Community Charter.***

**ADOPTED ON CONSENT**

**9. CAMBIE ROAD/MUELLER DEVELOPMENT PARK CONCEPT PLAN**  
(File Ref. No. 06-2345-20-CMUE1) (REDMS No. 3567201)

***That:***

- (1) the design concept and proposed program of the Cambie Road/Mueller Development Park, as described in Attachment 1 of the staff report dated January 16, 2013, from the Senior Manager, Parks, be received for information; and***
- (2) staff seek public input on the proposed Cambie Road/Mueller Development Park Concept plan as described in the staff report, dated January 16, 2013, from the Senior Manager, Parks.***

**ADOPTED ON CONSENT**

**10. RIVER GREEN VILLAGE PARKS AND OPEN SPACE PLAN**  
(File Ref. No. 06-2345-20-RGVP1) (REDMS No. 3731188)

***That the conceptual designs for the River Green Village's waterfront park, Gilbert Greenway and public mews as detailed in the staff report titled River Green Village Parks and Open Space Plan from the Senior Manager, Parks, dated January 9, 2013, be endorsed.***

**ADOPTED ON CONSENT**



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**11. ART IN UNEXPECTED PLACES 2012 COMMUNITY PUBLIC ART PROJECTS**

(File Ref. No. 11-7000-09-20-145) (REDMS No. 3711084)

*That the concept proposals for the Art in Unexpected Places 2012 Community Public Art Projects as presented in the staff report from the Director, Arts, Culture & Heritage Services dated December 17, 2012, be endorsed.*

**ADOPTED ON CONSENT**

**12. URBAN WILDLIFE MANAGEMENT FRAMEWORK**

(File Ref. No. 10-6160-06, XR:11-7200-01) (REDMS No. 3702483 v.3)

*That:*

- (1) the Urban Wildlife Management Framework as described in the staff report titled Urban Wildlife Management Framework, dated January 16, 2013 from the Senior Manager, Parks be received for information; and*
- (2) the staff report titled Urban Wildlife Management Framework, dated January 16, 2013 from the Senior Manager, Parks be forward to the Richmond Board of Education for information.*

**ADOPTED ON CONSENT**





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**13. 2013 MARITIME-THEMED SUMMER FESTIVALS**

(File Ref. No. 11-7400-20-STSH1, 11-740-20-MFESL, 11-7400-35-01) (REDMS No. 3752705 v.7)

- (1) *That the transfer of up to \$345,000 be authorized from the Major Events Provisional Fund to the Ships to Shore account and the Maritime Festival account to provide funding in support of the 2013 Ship to Shore program, the 2013 Tall Ship Recruitment program, and the 2013 Maritime Festival as outlined in the staff report dated January 12, 2013 from the Director, Arts, Culture and Heritage Services and the Senior Manager, Parks;*
- (2) *That any revenues realized from sponsorship for Ships to Shore and public sail trips be used to offset the City contribution to this event and those funds be returned to the Major Events Provisional Fund for future festival development;*
- (3) *That any grants awarded to the Maritime Festival 2013 be used to offset the City contribution to this event and those funds be returned to the Major Events Provisional Fund for future festival development; and*
- (4) *That the City's budget for the 2013 Ships to Shore and 2013 Maritime Festival be included in the 5 Year Financial Plan (2013-2017).*

**ADOPTED ON CONSENT**

**14. KWANTLEN FARM SCHOOL**

(File Ref. No. 01-0160-06, XR: 08-4040-08-01)

*That as part of the Garden City Lands planning process, staff consider temporary and / or permanent options at the Garden City Lands or other locations in the City of Richmond for the Kwantlen Polytechnic University Agricultural Program.*

**ADOPTED ON CONSENT**



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**15. 2012 ANNUAL REPORT AND 2013 WORK PROGRAM: RICHMOND  
INTERCULTURAL ADVISORY COMMITTEE**

(File Ref. No. 01-100-20-RIAD1-01) (REDMS No. 3737959, 3723966)

*That the Richmond Intercultural Advisory Committee's 2012 Annual Report and 2013 Work Program (as presented in Attachment 1 of the staff report dated January 8, 2013 from the General Manager, Community Services) be approved.*

**ADOPTED ON CONSENT**

**16. RICHMOND COMMUNITY SERVICES ADVISORY COMMITTEE  
2012 ANNUAL REPORT AND 2013 WORK PROGRAM**

(File Ref. No. 01-100-20-RCSA1-01) (REDMS No. 3754997, 3778719)

*That the Richmond Community Services Advisory Committee's 2013 Work Program be approved with the deletion of the action under Council Term Goal 2.4 that "RCSAC will host a provincial all candidates meeting prior to the provincial election".*

**ADOPTED ON CONSENT**

**17. CHILD CARE DEVELOPMENT ADVISORY COMMITTEE 2012  
ANNUAL REPORT AND 2013 WORK PROGRAM**

(File Ref. No. 01-100-20-CCDE1-01) (REDMS No. 3749043, 3755236)

*That the Child Care Development Advisory Committee's 2013 Work Program be approved.*

**ADOPTED ON CONSENT**

**18. 2013 CHILD CARE GRANTS**

(File Ref. No.03-1085-01) (REDMS No. 3744108, 3744075, 3744491)

*That, as per the staff report dated January 9, 2013 from the General Manager, Community Services, Child Care Grants be awarded as follows:*

- (1) Child Care Capital Grants be awarded for the recommended amounts, and cheques disbursed for a total of \$49,998.53, and*



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- (2) *Child Care Professional and Program Development Grants be awarded for the recommended amounts, and cheques disbursed for a total of \$15,000.*

**ADOPTED ON CONSENT**

**19. APPLICATION BY DUNBAR EQUIPMENT LTD. (DOING BUSINESS AS DON DICKEY SUPPLIES) FOR A TEMPORARY COMMERCIAL USE PERMIT AT 8540 RIVER ROAD**

(File Ref. No. 08-4105-20, TU 2012-614858) (REDMS No. 3705887, 3732652)

- (1) *That the application by Dunbar Equipment Ltd. (doing business as Don Dickey Supplies) for a Temporary Commercial Use Permit for property at 8540 River Road be considered at the March 18, 2013 Public Hearing at 7:00 pm in the Council Chambers of Richmond City Hall; and*
- (2) *that the following recommendation be forwarded to that meeting for consideration,*

*“That a Temporary Commercial Use Permit be issued to Dunbar Equipment Ltd (doing business as Don Dickey Supplies) to allow the retail sale of outdoor power equipment as an accessory use at 8540 River Road.”*

**ADOPTED ON CONSENT**

**20. PROPOSED REVISIONS TO THE COACH HOUSE ZONE ALONG ARTERIAL ROADS**

(File Ref. No. 12-8060-20-8987) (REDMS No. 3730295, 3648484)

- (1) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 8987 (Coach House Zone Amendment for Arterial Roads), be introduced and given first reading; and*
- (2) *That, if Richmond Zoning Bylaw 8500, Amendment Bylaw 8987 (Coach House Zone Amendment for Arterial Roads) is adopted, staff review the experience of the proposed new RCH1 zone in one year or when some coach houses are built under this new zone, and report back to Planning Committee.*

**ADOPTED ON CONSENT**



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**20 A. 2013 HEALTH, SOCIAL AND SAFETY GRANTS**

(File Ref. No.) (REDMS No. 3732793)

*That, as per the staff report titled 2013 Health, Social and Safety Grants from the General Manager, Community Services, dated January 4, 2013:*

- (1) *Health, Social and Safety Services Grants be awarded for the recommended amounts, and cheques disbursed for a total of \$546,054;*
- (2) *the following applicants be recommended for the first year of a three-year funding cycle, based on Council approval of each year of funding:*
  - (a) *Chinese Mental Wellness Association of Canada;*
  - (b) *Heart of Richmond AIDS Society;*
  - (c) *Richmond Mental Health Consumer & Friends Society;*
  - (d) *Richmond Society for Community Living;*
  - (e) *Richmond Women's Resource Centre Association; and*
- (3) *the following applicants be recommended for the second year of a three-year funding cycle, based on Council approval of each year of funding:*
  - (a) *Big Sisters of the Lower Mainland;*
  - (b) *Canadian Mental Health Association – Richmond Branch;*
  - (c) *CHIMO Crisis Services;*
  - (d) *Family Services of Greater Vancouver;*
  - (e) *Richmond Addiction Services;*
  - (f) *Richmond Family Place;*
  - (g) *Richmond Multicultural Community Services;*
  - (h) *Richmond Youth Service Agency;*
  - (i) *Volunteer Richmond Information Services Society.*

**ADOPTED ON CONSENT**



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**20 B. 2013 PARKS, RECREATION AND COMMUNITY EVENTS GRANTS**  
(File Ref. No. 03-1085-01/2012) (REDMS No. 3736323 v2)

*That:*

- (1) *Parks, Recreation and Community Events Grants be allocated and cheques disbursed for a total of \$97,100 as identified in Attachment 2 of the staff report titled Parks, Recreation and Community Events City Grants dated January 14, 2013, from the Senior Manager, Parks and the Senior Manager, Recreation;*
- (2) *Richmond Summer Programs be recommended for the second year of a three-year funding cycle, based on Council approval of each subsequent year of funding; and*
- (3) *the balance remaining in the Parks, Recreation and Community Events fund be equally divided between Kidsport Richmond (\$700) and the Richmond City Centre Community Association (\$700).*

**ADOPTED ON CONSENT**

**20 C. 2013 ARTS AND CULTURE GRANT PROGRAM**  
(File Ref. No.) (REDMS No. 3742966)

*That the 2013 Arts and Culture Grants be awarded for the recommended amounts and cheques disbursed for a total of \$94,300 as per the staff report from the Director, Arts, Culture and Heritage Services, dated January 8, 2013.*

**ADOPTED ON CONSENT**

**PUBLIC ANNOUNCEMENTS AND EVENTS**

**Announcement of Appointments to Advisory Committees**

Mayor Brodie announced that Colin Dring has been appointed to the Agricultural Advisory Committee as the representative from the Advisory Committee on the Environment (ACE) for a two-year term.



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**CUPE Local 394 Collective Agreement Announcement**

Mayor Brodie announced that a collective agreement has been reached between the City of Richmond and CUPE Local 394 for a four year term commencing January 1, 2012 through to December 31<sup>st</sup>, 2015.

The terms of the settlement will be made available in a press release tomorrow. The wage settlement follows the pattern of other lower mainland municipalities, which is 6.75% over four years.

**BYLAWS FOR ADOPTION**

R13/3-5

It was moved and seconded

*That the following bylaws each be adopted:*

*Waterworks and Water Rates Bylaw No. 5637, Amendment Bylaw No. 8909*

*Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 8689  
(7251 St. Albans Road, RZ 10-528329)*

*Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 8931  
(10471 No. 1 Road, RZ 12-610097)*

*Richmond Official Community Plan Bylaw 7100, Amendment Bylaw No. 8841 (3391 and 3411 Sexsmith Road and a Portion of City Lane on the North Side of Capstan Way Between Sexsmith Road and No. 3 Road, RZ 10-544729)*

*Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 8842 (3391 and 3411 Sexsmith Road and a Portion of City Lane on the North Side of Capstan Way Between Sexsmith Road and No. 3 Road, RZ 10-544729)*

**CARRIED**



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**DEVELOPMENT PERMIT PANEL**

- R13/3-6     21. It was moved and seconded
- (1) *That the minutes of the Development Permit Panel meeting held on Wednesday, January 30, 2013, and the Chair's report for the Development Permit Panel meeting held on November 16, 2011, be received for information; and*
  - (2) *That the recommendations of the Panel to authorize the issuance of a Development Permit (DP 11-573871) for the property at 7251 St. Albans Road, be endorsed, and the Permits so issued.*

**CARRIED**

**ADJOURNMENT**

- R13/3-7     It was moved and seconded  
*That the meeting adjourn (8:05 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 Tuesday, February 12, 2013.

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Mayor (Malcolm D. Brodie)

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Corporate Officer (David Weber)