



General Purposes Committee

Date: Tuesday, April 22, 2025

Place: Anderson Room
Richmond City Hall

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

Absent: Councillor Chak Au

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 April 7, 2025, be adopted as circulated.

CARRIED

General Purposes Committee

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PARKS, RECREATION & CULTURE DIVISION

1. **KAIWO MARU – KING OF THE SEA 2026 EVENT OPTIONS**

(File Ref. No. 11-7000-01) (REDMS No. 7988859)

In response to queries from Committee, staff advised that (i) the proposed Option 1 does not include any public programming other than ship viewing, boarding and the sail drill, Option 2 includes a robust landside program to support the ship's visit, (ii) grants and sponsorships will be pursued to help offset event costs, (iii) both Options 2 and 3 anticipate including a variety of cultural displays and cultural programming, (iv) many details in the report will be subject to negotiations with the Kaiwo Maru, (v) staff will discuss potential opportunities with Britannia Heritage Shipyard Society and the Richmond Arts Coalition, with respect to combining the Maritime Festival and Kaiwo Maru event.

Committee referenced on-table correspondence supporting the Kaiwo Maru Event (attached to and forming part of these minutes as Schedule 1 and Schedule 2 respectively).

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

It was moved and seconded

That the report titled "Kaiwo Maru – King of the Sea 2026 Event Options", dated March 31, 2025, from the Director, Arts, Culture and Heritage Services be referred back to staff to obtain more details on the various categories including revenues, expenses, programming, sponsorship and the possibility of coordinating the event with the Maritime Festival, and that staff report back as soon as possible.

CARRIED

LAW AND COMMUNITY SAFETY DIVISION

2. **AMENDMENTS OF RICHMOND ZONING BYLAW NO. 8500 AND OTHER ENFORCEMENT RELATED HOUSEKEEPING AMENDMENTS**

(File Ref. No. 12-8060-01) (REDMS No. 7991331)

Discussion ensued with respect to aligning City bylaws with Provincial legislation.

It was moved and seconded

(1) That Richmond Zoning Bylaw 8500, Amendment Bylaw No. 10665, be introduced and given first reading;

2.

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- (2) *That Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 10666, be introduced and given first, second and third readings;*
- (3) *That Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 10667, be introduced and given first, second and third readings;*
- (4) *That Business Regulation Bylaw No. 7538, Amendment Bylaw No. 10668, introduced and given first, second and third readings; and*
- (5) *That Business Licence Bylaw No. 7360, Amendment Bylaw No. 10669, be introduced and given first, second and third readings.*

The question on the motion was not called as discussion ensued with respect to the implementation timeline of the new Short-Term Rentals Provincial legislation.

Committee gave direction to staff to contact the Provincial government regarding the timeline of the new regulations and update Council with a memorandum before Council consideration.

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

DEPUTY CAO'S OFFICE

3. **LOW-END MARKET RENTAL AND NON-MARKET RENTAL HOUSING OVERSIGHT: SUMMARY OF THE 2024 STATUTORY DECLARATION PROCESS**

(File Ref. No. 08-4057-05) (REDMS No. 7987198)

It was moved and seconded

That a policy be drafted for Council consideration that provides for exceptions for temporary instances of income exceedance related to low-end market rental and non-market rental housing as outlined in the report titled "Low-End Market Rental and Non-Market Rental Housing Oversight: Summary of 2024 Statutory Declaration Process" dated March 26, 2025 from the Director, Housing.

The question on the motion was not called as discussion ensued with respect to (i) owner/operator-based defaults and reimbursements pertaining to prohibited fees and excess rents charged to tenants and (ii) a centralized wait list for tenants seeking LEMR housing.

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In response to queries from Committee, staff advised that (i) tenant eligibility for the LEMR program is based on gross household income, and (ii) the statutory declaration process is an expansive process requiring LEMR unit owners and operators to ensure that their tenant leases provide all information stipulated in the housing agreement.

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

4. **ENHANCING ACCESS TO AFFORDABLE HOUSING THROUGH LOW-END MARKET RENTAL PROGRAM MANAGEMENT CHANGES**

(File Ref. No. 08-4057-05) (REDMS No. 7833264)

In response to queries from Committee, staff advised that (i) the two-year temporary full-time staff position will be funded by the Housing Accelerator Fund, (ii) the additional staff position would engage the development community and the not for profit operators that manage or own LEMR units to participate voluntarily in a centralized waitlist of people that are interested in LEMR units, (iii) this position would help verify that the eligibility criteria is being met and will engage with owners of LEMR units to better understand when a unit becomes available, and assist with the placement of people in the LEMR units. (iv) at this time there is no consideration of assets being held by a LEMR tenant, and (v) in the context of the Housing Authority referral, staff are looking at the possibility of co-developing properties with various partners and management of the LEMR program.

It was moved and seconded

- (1) *That a registry of Low-End Market Rental (LEMR) homes be established and maintained on the City's website as described in the report "Enhancing Access to Affordable Housing through Low-End Market Rental Program Management Changes" dated March 26, 2025, from the Director, Housing;*
- (2) *That public information resources on the LEMR Program be expanded to recognize property-specific rents and eligibility criteria supported by a mapping tool to aid those in their search for affordable housing in Richmond;*
- (3) *That the LEMR Program be assessed to determine how it is serving the housing needs of the Priority Groups recognized in the Affordable Housing Strategy 2017-2027, and that the findings of this assessment, and any related recommendations, be reported to Council; and*
- (4) *That staff be directed to review the eligibility criteria regarding assets owned by LEMR unit tenants and how priority for the occupation of LEMR units can be given to Richmond residents.*

CARRIED

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COUNCILLOR KASH HEED

5. **ISSUANCE OF GIFT CARDS TO EMPLOYEES**

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

Councillor Heed provided an overview of the motion.

In response to queries from Committee, staff advised that (i) the current balance of gift cards is approximately \$32,000, (ii) in addition to retirement and long service awards, gift cards may have been used to recognize volunteer activities or prizing for an event or program, (iii) the practice of purchasing gift cards for staff recognition or any City business has been discontinued, (iv) there may be cases where the balance of remaining gift cards may be used towards City business or other programs already in place, and (v) Canada Revenue Agency's (CRA's) administrative policy on awards, gifts and long service has a provision that allows up to a certain amount be considered a non taxable benefit, assuming the City meets all the conditions set out by CRA.

Discussion ensued with respect to the quantity and value of each of the remaining gift cards. Direction was given to staff to provide a memorandum with this information prior to Council consideration.

It was moved and seconded

- (1) *That the Chief Administrative Officer (CAO) immediately withdraw the practice of issuing gift cards to employees or others;*
- (2) *That the CAO implement practices such as structured recognition programs that prioritize fairness and meaningful appreciation for employees; and*
- (3) *That the General Manager of Finance and Corporate Services determine the cash value of the current stock of gift cards and a process to recover the cost and report back as soon as possible.*

The question on the motion was not called as discussion ensued with respect to (i) tax implications for long service and retirement gifts, and (ii) a formalized employee recognition program for long service and retirement.

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

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:09 p.m.).

CARRIED

General Purposes Committee
Tuesday, April 22, 2025

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, April 22, 2025.

Mayor Malcolm D. Brodie
Chair

Raman Grewal
Legislative Services Associate

ON TABLE ITEM

Date: Apr. 22, 2025
Meeting: GP
Item: 1

Schedule 1 to the Minutes of the
General Purposes Committee
meeting of Richmond City
Council held on Tuesday, April
22, 2025.

Biason, Evangel

From: Harold Steves <harold@stevesfarm.com>
Sent: April 22, 2025 1:04 AM
To: MayorandCouncillors
Cc: Best, Leah; Fenwick, Marie
Subject: Re: The visit of the Kaiwo Maru and related Tourism Richmond Master Plan
Attachments: HAROLD LETTER TO COUNCIL Apr 2025.odt

Categories: - DISTRIBUTED ON TABLE, - TO: MAYOR & EACH COUNCILLOR / FROM: CITY CLERK'S OFFICE

You don't often get email from harold@stevesfarm.com. [Learn why this is important](#)

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The Britannia Shipyards National Historic Site Society submission in support of the visit of the Kaiwo Maru and related recommendations for the Tourism Master Plan is attached.

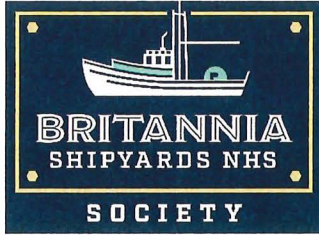
Harold Steves,
Chair BSNHSS



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Britannia Shipyards National Historic Site Society
5180 Westwater Dr.
Richmond, British Columbia
V7E 6P3

TO: Mayor Malcolm Brodie and Richmond Council
Richmond City Hall
6911 No. 3 Road
Richmond, BC
V6Y 2C1

DATE: April 21, 2025

FROM: Harold Steves,
Chair, Britannia Shipyards NHSS

RE: The Tourism Master Plan

Mayor Brodie and City Councillors,

The Britannia Shipyards National Historic Site Society (BSNHSS) supports the visit of the Kaiwo Maru to help enhance tourism in Richmond. Fighting climate change will change tourism from long distance travel to stay-cations. Because of US tariffs that change is happening already. The Kaiwo Maru could be the focal point for drawing tourists to the Steveston waterfront.

BSNHSS recommendations to make the Steveston Waterfront a major destination:

1. Improved Public Transportation Access

We recommend that TransLink adjust the current 406 bus route to include stops directly adjacent to the entrances of key historical sites in Steveston, including the Britannia Shipyards. The 406 has the most frequent service and this would improve accessibility and encourage more visitors to the area.

- (a) Reroute the 406 down Williams Rd to Moncton Street with stops for the Britannia Shipyards, Steveston Community Centre and Gulf of Georgia Cannery, returning around the block on Chatham Street or Bayview Street, or,
- (b) Reroute the 406 from Chatham Street, along 3rd Ave to Moncton Street, with stops on Moncton at the Gulf of Georgia Cannery, Steveston Community Centre and Britannia Shipyards, returning around the block on Britannia Drive, Trites Rd. or Garry Street.

2. Extension of the Dyke Trail System

We recommend extending the existing dyke trail system westward from No. 2 Road, around Paramount Pond, and along the waterfront to connect directly with the Britannia Shipyards. There should be a tour bus route from No. 2 Rd. This would complete the trail linking London Farm, the Shipyards, and the historic Steveston Waterfront.

3. Construction of an Official Entrance Archway and Trail System Signage

We propose the construction of a welcoming archway at the intersection of Moncton Street and Railway Avenue, and the trail to Britannia, to serve as an official entrance to the Britannia Shipyards..

The overall Trail System should include interpretive signage and clear signage directing users to the Britannia Shipyards. This would raise awareness and help guide visitors to the site.

Promotion of a Steveston Bicycle Adventure Route

To promote family-friendly tourism, we suggest marketing the Trail System to include a "Steveston Bicycle Adventure Route." This would involve planning for supportive infrastructure such as bike racks and secure storage, as well as placing directional and interpretive signage along the route.

4. Stay-cations and the Kaiwo Maru:

The Kaiwo Maru can be the catalyst to dramatically increase tourism on the Steveston waterfront. Richmond should immediately promote the Britannia Shipyards and Steveston waterfront as a major destination for stay-cations. As many events as possible should be organized during and after the visit of the Kaiwo Maru. To help promote Britannia the Homma School site can be used for parking with shuttle buses from the Britannia parking lot to the Kaiwo Maru. The Phoenix Seine Loft was a major attraction the last time the Kaiwo Maru visited. Renovations to the Seine loft should be postponed so the entire site can be open while the Kaiwo Maru is here.

To maintain the impetus there should be frequent rendezvous of different kinds of vessels, fishing boats, missionary boats, tug boats, forestry and the Canadian Navy. New buildings, new boat-sheds, and new attractions should be added as soon as possible and the Phoenix Gillnet Loft reconstructed as the Fisheries Museum of the Pacific.

We urge Council to consider the implementation of these suggestions to enhance public access, promote local tourism, and the cultural value of the Britannia Shipyards as a living history museum.

On behalf of the BSNHSS,

Harold Steves,
Board Chair

Cc: BSNHSS

ON TABLE ITEM

Date: Apr. 22, 2025
Meeting: GP
Item: 1

Schedule 2 to the Minutes of the
General Purposes Committee
meeting of Richmond City
Council held on Tuesday, April
22, 2025.

Biason, Evangel

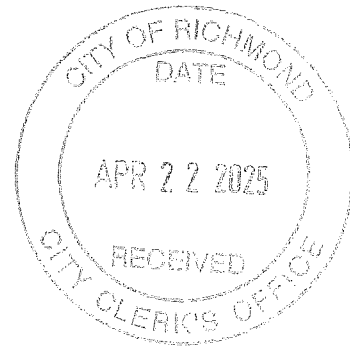
From: Linda Barnes <loulindy50@gmail.com>
Sent: April 19, 2025 10:02 AM
To: MayorandCouncillors
Cc: Fenwick, Marie; Lori Gelz; Joanne Teraguchi; Best, Leah
Subject: Kaiwo Maru letter of support

Categories: - DISTRIBUTED ON TABLE, - TO: MAYOR & EACH COUNCILLOR / FROM: CITY CLERK'S OFFICE

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Steveston Historical Society supports the visit of the Kaiwo Maru to Richmond. As a symbol of our relationship with Japan and Wakayama it has significant importance to Steveston and particularly to its Japanese-Canadian residents. We encourage Mayor and Council to continue to support this visit and events surrounding it.

Yours truly
Linda Barnes
Co-Chair, Steveston Historical Society.



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