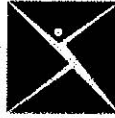
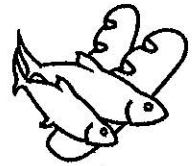


29 August 2008

Mayor and Council
City of Richmond
6911 No 3 Road
Richmond, BC V6Y 2C1



CANADIAN MENTAL
HEALTH ASSOCIATION
ASSOCIATION CANADIENNE
POUR LA SANTÉ MENTALE
Richmond Branch



Richmond
FOOD BANK
Society

Dear Mayor and Council:

SCHEDULE 1 TO THE MINUTES OF
THE PLANNING COMMITTEE
MEETING OF WEDNESDAY
September 3, 2008.

CMHA – Pathways Clubhouse (CMHA-PC) and the Richmond Food Bank Society (RFBS) are like-minded organizations that provide important services for a large overlapping population in Richmond. Both organizations have locations that are ideal: close to City Centre and services for low-income and marginalized people, with good access to public transportation. Both our organizations have rents that are reasonable and occupancy costs that, until recently, have been affordable.

Rapid re-development is changing the character of the Brighthouse area, causing us significant concerns about our ability to maintain our facilities in this ideal location, and could impair our ability to provide optimal service to the City at a time when demands for our services are likely to grow.

Presently, CMHA-PC rents 11,000 square feet of space that the society modified to meet the needs of our members and services. The Richmond Food Bank rents 8,850 square feet, which is adequate for foreseeable food distribution needs. But, while the RFBS's aim is to reduce reliance on the food bank by promoting economical and nutritious food growing and meals preparation, the cost of modifications to permit food preparation is prohibitive for short-term tenancy. At the same time, the shortage of safe, acceptable and affordable housing in Richmond is causing financial and social stresses on the people served by CMHA-PC and the RFBS, and also threatens to force more low-income people to rely upon charities for food and other basic needs.

Our vision is to acquire a property that would house our two agencies and other compatible partner agencies in affordable, permanent and customized space, and provide safe and affordable housing for low-income tenants. CMHA-PC and the RFBS have accumulated \$47,000 and \$150,000 respectively towards future needs. Once we have a definite financial goal, we are confident that a capital fundraising campaign will be successful, especially if we should have the support of our City.

We are asking the City of Richmond to support this concept, make available land and/or a building that is close to public transit and can be customized for programs and activities, and provide staff expertise in the development of this project. We have met with staff from the City's Affordable Housing, Real Estate Services, Social Planning, and Development departments. We respectfully request a meeting with Mayor and Council to ask for your support to continue to provide our essential services to the City of Richmond and its citizens by assisting us to realize this vision for co-location and affordable housing.

Sincerely,

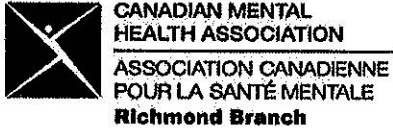
Bill Wright
President, CMHA – PC

Dave MacDonald
Executive Director, CMHA – PC
604-276-8834

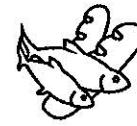
Ed Zyblut
President, RFBS

Margaret Hewlett
Executive Director, RFBS
604-271-5609

Serving Richmond Together



**CMHA, Richmond Branch
Pathways Clubhouse**



**Richmond
FOOD BANK
Society**

Mission Statements

CMHA – Pathways Clubhouse

The Canadian Mental Health Association, a nation wide, volunteer organization, promotes the mental health of all and supports the resilience and recovery of people experiencing mental illness.

Richmond Food Bank

The Richmond Food Bank Society distributes free food to low-income Richmond residents, and strives to maintain individual and community health by providing the food security and nourishment needed to sustain health and well-being.

Description of Agencies

CMHA – Pathways Clubhouse

Canadian Mental Health Association, Richmond Branch, has been serving the City of Richmond since 1984. Through Pathways Clubhouse, it offers a very effective rehabilitation program for adults with serious and persistent mental illness, offering hope, encouragement and opportunities. Volunteers, society members, staff and Clubhouse members work together as a group to create opportunities for members to return to school or university, gain employment, have a place to live, connect with their families, make new friends, and achieve successes in dealing with their illness. CMHA – PC also provides public education information and programs to increase understanding of issues and concerns about mental illness and mental health. CMHA – PC is the only program in British Columbia that has received a 3 year accreditation status from the International Centre for Clubhouse Development.

Richmond Food Bank

The Richmond Food Bank Society is a volunteer-based organization dedicated to collecting and distributing food donations to low-income people, directly and through other agencies. The RFB provides emergency food assistance, promotes nutritious food choices, and encourages connections with other agencies that address the underlying causes of poverty. As the administering organization and active member of the Richmond Poverty Response Committee, it works towards identifying gaps in social services to low-income people and works towards alleviating the effects of poverty.

Historical Space Background

CMHA – Pathways Clubhouse

Canadian Mental Health Association, Richmond Branch, first began operations in 1984 to meet the needs of Richmond residents who have a serious and persistent mental illness. In 1987, Pathways Clubhouse opened in a 3 bedroom house on Westminster Highway. Throughout the years, CMHA – PC have been in a variety of locations, depending upon the services that were offered in the community. By 2002, CMHA – PC provided a variety of programs and supports out of 5 different locations, often to the same individuals. To be more cost effective and to better meet the needs of those being served, each program moved under one roof at 7351 Elmbridge Way, and adopted the Clubhouse Model. People affected by mental illness were now able to go to one location for their resources and supports, and choose one staff member to be their contact person.

Richmond Food Bank

The Richmond Food Bank began as a temporary, emergency measure during the 1983 recession, initially serving 20 families at Debeck School, courtesy of the Richmond School District with significant support from Progressive Contracting and many other donors and volunteers. In 1985, when the Debeck space was needed again for classrooms, the RFB moved to a 1600 square foot empty school district building on Lynas Lane. In 1992, when that space was taken to expand Thompson Community Centre, the RFB leased 3600 square in the Steveston Industrial Park, where it later expanded to 5400 square feet. In August 2007, the RFB moved to 5800 Cedarbridge Way - a more centrally located facility with good public transit, close to complimentary services, and with adequate space.

Staffing

CMHA – Pathways Clubhouse

20 full time and 6 part time staff.

Richmond Food Bank

125 volunteers, 4 full-time paid staff, three part-time employees, including a Pathways Clubhouse member through its Transitional Employment Program.

Governance

CMHA – Pathways Clubhouse

Twelve Members on the Board of Directors are responsible to govern the affairs of the organization within the framework of relevant legislation and standards; oversee the management of its finances; oversee development and approval of organization's plan and approve annual budgets and operating plans; and govern the organization through policies and planning objectives approved by the Board, formulated with the Executive Director and staff, and review periodically.

Richmond Food Bank

Nine Members on the Board of Directors engage in ongoing activities and reviews to strengthen their capacity to govern effectively by providing fiduciary oversight, strategic guidance, and visionary leadership.

Volunteers

CMHA – Pathways Clubhouse

Besides our Board of Directors, CMHA – PC has a volunteer program where Clubhouse members, with staff support, volunteer in the community. Presently, over 50 members are involved in this program, which assists with the development of their work skills, confidence, and social skills. The Clubhouse also has outside volunteers who assist with our tutoring program.

Richmond Food Bank

About 125 volunteers of diverse abilities drive and load the van; unload, sort and package donations; prepare and distribute donations; register recipients; read stories to children; deliver to shut-ins; give tours and talk to groups; tend our window-box vegetable garden; and serve as Directors.

Richmond Review, May 24, 2008 - Mayor Brodie's Best of Richmond – Volunteers

"There are lots of great volunteers in Richmond as our community is so active. Included in the best would have to be the good folks at the Canadian Mental Health Association's Pathways Clubhouse and the Richmond Food Bank. The volunteers from these groups are extraordinarily dedicated and committed to helping others in need."

The People We Serve

CMHA – Pathways Clubhouse

Members of Pathways Clubhouse are people with serious and persistent mental illness. CMHA – PC also serve the general public through presentations, mental health library, and as a resource/referral source.

- Average daily attendance of 60-70
- Active membership of 300
- Meals Served – 18,200 this past year
- Transitional and Supported Employment – 42 members
- Independent Employment – 32 members
- Volunteer Program – 50 members
- Supported Housing – subsidize and support 151 tenants

Richmond Food Bank

The RFB serves over 300 households weekly – of over 700 persons, 35% are children.

- 15% are long-term users with multiple barriers to employment
- 55% are temporary users – reflected by unemployment rates
- 30% are potentially self-sufficient - their ongoing concerns are health, employment and affordable housing
- cost of housing and disabilities are the primary reasons for needing food banks
- distribute over 15,000 pounds of food each week
- distribute good quality surplus food that would otherwise be discarded
- in 2007, distributed 15,344 grocery parcels as well as bulk food to other agencies that serve meals and snacks to low-income people
- distribute over \$5 worth of groceries for every dollar spent
- over 125 regular volunteers – many with disabilities

What We Offer

CMHA – Pathways Clubhouse

- **Work-Ordered Day** – Members and staff work side by side in all aspects of the operation. The work is real and meaningful because it arises from the actual needs of the members and the functioning of the Clubhouse.
- **Food Services Program** – A nutritional and subsidized lunch is served everyday, dinners on Wednesday and Friday evenings, and a free pancake breakfast on Wednesday mornings.
- **Thrift Store** - The thrift store allows members to gain experience working in retail and dealing with customers, while at the same time, raising much needed funds for the Clubhouse.
- **Transitional and Supported Employment** – Pathways Clubhouse strongly believes that members must have the opportunity to return to paid employment. A variety of supports are provided to members to assist with successful job placement.
- **Volunteer Program** – Provide opportunities for members to contribute to and feel part of their community through volunteering at local not for profit organizations.
- **Supported Housing** – The Supported Housing Program provides a continuum of safe, secure and affordable housing opportunities in Richmond. Support services and rental subsidies are adapted to the needs of the member.
- **Supported Education** – Support is given to members to return to, or continue with, their educational pursuits. The Clubhouse assists with application forms, liaison with student services, study space, ESL classes, and tutors.
- **Wellness Program** - Provide healthy opportunities for members through the Wellness Program which focuses on nutrition and exercise.
- **Social Program** – The Clubhouse is open Wednesday and Friday evenings, weekends and all public holidays for members to be involved in social opportunities.
- **Public Mental Health Education** - Provide mental health public education to increase awareness and understanding of issues and concerns regarding mental illness and mental health.
- All services are provided in English, Cantonese and Mandarin.

Richmond Food Bank

- Gives grocery assistance to low-income people on the honour system, at two locations in Central Richmond and in East Richmond.
- Promotes nutritious food choices by offering nutritious foods and demonstrating simple, economical, and nutritious recipes using foods seasonal produce and other staple foods available at the food bank.
- “Feed the body, Feed the mind” program for children links nutrition with literacy.
- Connects low-income and marginalized people with other services; invites other agencies to provide services and outreach at the food bank.
- Engages volunteers of diverse backgrounds and abilities in on-site and other community activities, keeping seniors and people with disabilities engaged, and building community for new residents and other people experiencing life-stage transitions.

Current Situation

CMHA – PC has four years remaining on its ten-year lease at Elmbridge Way. The RFB has four years remaining on a five-year lease on Cedarbridge Way. Both locations are ideal for their close proximity to City Centre and public transportation. The rents are reasonable and occupancy costs were originally affordable.

In 2007, CMHA – PC had a 25% tax increase, an increase of \$4,000.00 due to the property assessment. The 2008 Property Assessment is causing CMHA – PC another 119% tax increase – an additional \$18,975.00 totaling \$38,975.00 in taxes. The RFB is experiencing a similar occupancy cost burden, its 2008 taxes reflecting the 130% property assessment increase.

CMHA – PC and the RFB are very cost effective programs that provide valuable services to the City of Richmond. The radical recent increase in taxes threaten to cause cuts to services at the same time as needs in Richmond grow with its rapid development. Development in the Brighthouse area causes concern about the future viability of tenancy in this part of Richmond.

Presently, CMHA – PC rents 11,000 square feet of space that has been modified to meet the needs of the members and services required. Attached is a draft drawing (Appendix 1) of future space requirement, with moveable walls, to meet the growing population and needs of our community for the next 25 years.

The Richmond Food Bank leases 8,850 square feet – adequate for current and foreseeable food storage and distribution needs. But the cost of modifications to permit food preparation is prohibitive for the short-term tenancy in its current location, and the RFB’s aim is to reduce reliance on the food bank and promote nutritious and economical food growing and meals preparation through its collaborations with community partners. A layout draft is attached. (Appendix 2)

The continuing shortage of safe, acceptable and affordable housing in Richmond causes financial and social stresses on the people served by CMHA – PC and the RFB, and

threaten to force more low-income people to rely upon charitable assistance for food and other basic needs.

CMHA – PC and the RFB have each begun fundraising towards future needs. Once we have a definite financial goal, we are confident that a capital fundraising campaign will be successful – especially if we should have the support of our City.

Our Vision: Serving Richmond Together

Our vision is to create space that would include the following:

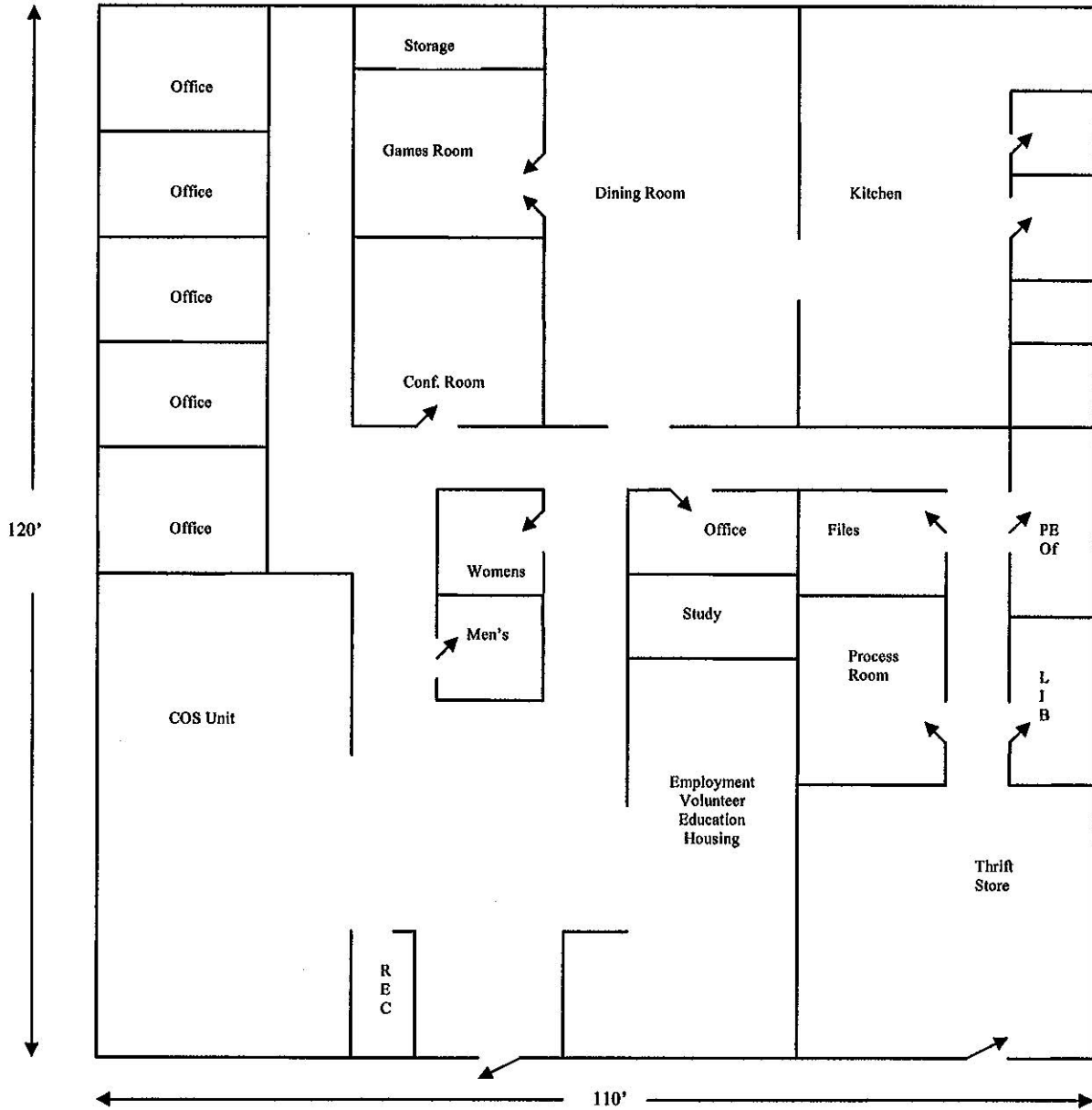
1. house our two agencies and other compatible partner agencies in affordable, permanent and customized space. Like the majority of agencies that completed the Richmond Community Services Advisory Committee's Space Needs Survey, our ability to operate optimally is limited by space and uncertain tenancy.
2. provide safe and affordable housing for low-income tenants (i.e., disabilities, seniors, etc.). We applaud the City of Richmond's Affordable Housing Strategy and believe this project would assist in reaching its goals and objectives for providing subsidized housing.
3. use roof top space for container gardening, which is consistent with the City Centre Area Plan and would provide tenants with opportunities to grow their own food with the benefits of enhanced nutrition, gentle exercise, and community-building. (Appendix 3).

Our Request of the City of Richmond

We are asking the City:

1. to support this concept.
2. for land and/or a building that can be customized and is close to public transit
3. expertise in the development of this project.

Appendix 1

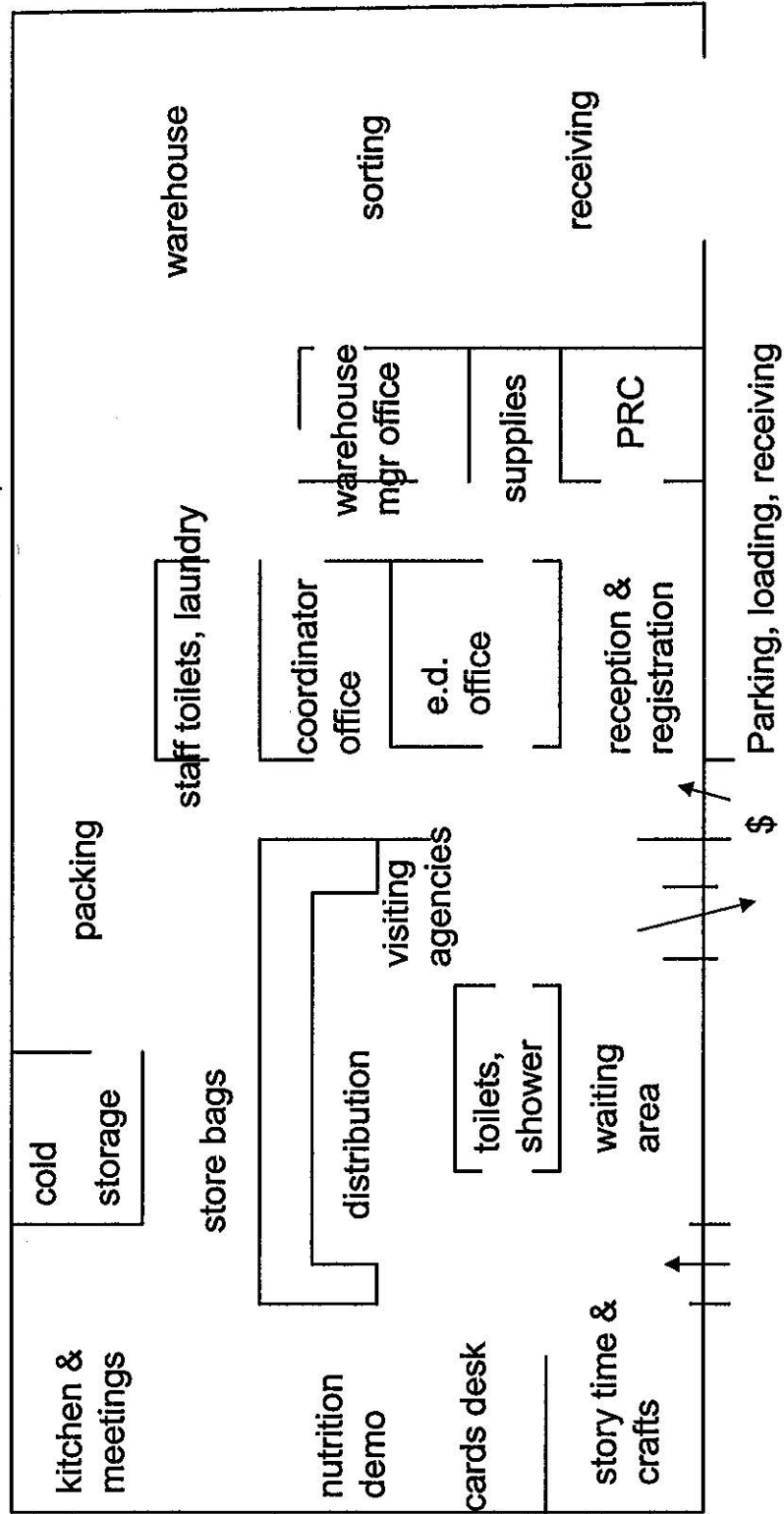


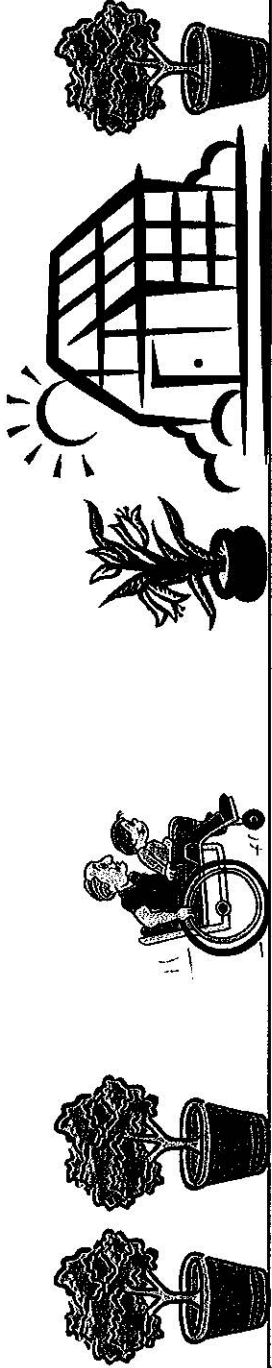
**Pathways Clubhouse
Canadian Mental Health Association, Richmond Branch**

Richmond Food Bank

NOT TO SCALE

Empty shell/modular offices. Total area ~ 8,500 square feet





Affordable Housing	Entry
Affordable Housing	
Affordable Housing	
Affordable Housing	
Meeting space, kitchens, etc	
Pathways Clubhouse	
Richmond Food Bank	Parking
Entry	