



City of Richmond

Report to Committee

To: General Purposes Committee

Date: February 23, 2011

From: Jeff Day, P. Eng.
General Manager, Project Development & Facilities
Services

File:

Re: 2010 Annual Report and 2011-2013 Work Program: Richmond Sister City
Committee

Staff Recommendation

That the Richmond Sister City Committee 2011-2013 Work Program be endorsed, as outlined in the staff report dated February 23, 2011 from the General Manager, Project Development & Facilities Services, entitled *2010 Annual Report and 2011-2013 Work Program: Richmond Sister City Committee*.

Jeff Day, P. Eng.
General Manager, Project Development & Facilities Services
(604-276-4019)

Att. 3

FOR ORIGINATING DEPARTMENT USE ONLY			
ROUTED TO:	CONCURRENCE		CONCURRENCE OF GENERAL MANAGER
Budgets	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
REVIEWED BY TAG	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	REVIEWED BY CAO
			YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

Staff Report

Origin

Council Resolution Nos. R07/19-7, R07/19-8, R07/19-9 on November 13, 2007 resolved that a *“three year Activity Plan be presented to Council for approval by the end of the first quarter of 2008 and thereafter in accordance with the new Program policies and procedures and updated Sister City Terms of Reference”*

This report presents the Sister City Committee 2010 Annual Report and proposed Three Year Work Plan for 2011-2013, which supports the following Council Term Goal.

Advance the City’s destination status and ensure our continued development as a vibrant cultural city with well-established festivals and the arts through:

- *A culturally sensitive and diversified program of major events*
- *Effectively involving partners in creating Richmond as a destination (i.e. tourism)*
- *Events that are “Tradition” for the City*
- *A City that is both healthy and fun*

Analysis

1. 2010 Annual Report

The Sister City Committee’s activities and events during 2010 are described in Attachment 1. 2010 was a busy year for this committee with the Winter Olympics and a trip to Asia being the two main events for the year. Activities during the Winter Games are described on page 2 and included hosting delegates from both Pierrefonds and Wakayama.

Other activities prior to the fall included participation in community events, hosting a government delegation from Xiamen, hosting a school delegation from Wakayama and assisting a Palmer School delegation that travelled to Wakayama in May. The Sister City Committee met with the local Qingdao Fellowship Association which was newly formed in 2010.

A successful trip to Wakayama, Japan and Qingdao and Xiamen, China was the highlight of the year. Details are outlined on pages 7-12 in the attachment. The trip itself helped create new connections with cultural, educational, tourism and business groups. The Sister City Committee showed its ability to partner with Tourism Richmond and the Richmond Chamber Of Commerce to promote a united front. The trip concluded in Shanghai where the theme of the World Expo was Better Cities, Better life. The Sister City Committee supported the successful promotion of Richmond Day at the Canada pavilion.

2. 2008-2010 Work Program and Budget

The Sister City Committee developed an effective and successful program from 2008 through 2010. The focus was on activities that promoted cultural and educational awareness between the City and its Sister and Friendship cities. The committee also actively supported Economic Development and Tourism programs between these cities. Significant benefits have accrued to the City of Richmond. Some examples include:

- Hosting The Xiamen Philharmonic Orchestra.
- Student exchanges with the City of Wakayama
- A book exchange between the Richmond Public Library and the City of Xiamen.
- Business to business connections
- Supporting Tourism Richmond presentations in Qingdao and Xiamen, China.
- Hosting of over thirty government and business delegations.
- Supporting Richmond Day at the Shanghai Expo.

During the past three years the Sister City Committee has fulfilled the duties outlined in its mandate and met policy requirements. The Policies and Procedures and Terms of Reference for this committee however were last revised in November 2007. As it has been over three years, staff will be reviewing the mandate and policies of the Sister City Committee. Three specific areas need updating: responsibility for promoting Economic Development and Tourism should be a secondary mandate of the committee; the makeup and size of Official delegations should encourage Council participation; and an approval process of sub committee members should be developed.

The Sister City Committee has met operational and program budget expectations for 2008 through 2010. A surplus of \$1,969 from the 2008-2010 program budget has been carried forward. The committee has also been very successful in raising funds to offset the costs of events and activities. Over the past three years they have received \$73,331 in sponsorship funds and currently have \$28,298 available, which will be carried forward for future use.

3. Proposed 2011-2013 Work Program and Budget

The City of Richmond has had a Sister City relationship with Pierrefonds, Quebec since 1967 and Wakayama, Japan since 1973. The City of Richmond formed a Friendship City relationship with Xiamen, China and an Olympic relationship agreement with Qingdao, China in 2008. The relationship with Qingdao continues on a Friendship City basis.

The Sister City Committee has laid out a detailed set of plans with a clear vision for the next three years. Please see attachment 2 for an Executive Summary of The Sister City Committee's 2011-2013 Work Program and Budget. Further information is described in Attachment 3. Commemorative events will involve a significant amount of planning and preparation. The events include a 45th Anniversary with Pierrefonds in 2012, a 40th anniversary with Wakayama in 2013 and 5th year anniversaries with Xiamen and Qingdao in 2013. These events will require hosting a number of official visits as well as having our city officials visit those cities. The latter will include an official visit to Pierrefonds in 2012 and an Asian visit in 2013.

In addition to the current plans of the Sister City Committee, the City will need to determine its interest and capacity to consider other potential Sister and Friendship cities. Numerous requests have been made to consider building relations with other cities. Some suggestions have been made to consider cities in India, Korea, the Philippines and Holland. It takes many years of research and planning to determine appropriate matches.

The proposed 2011-2013 Plan is comprehensive and ambitious. The CAO is aware that if the new program is approved, additional staff resources will need to be assigned to support the plan.

The City may also review its interest in elevating the Friendship City status with Xiamen and Qingdao, China to Sister City status. If this were to occur, additional funding would be required to appropriately support the new status of one of the cities. Staff would put in a request for additional staff resources, which would impact the overall budget of the Sister City program.

Financial Impact

The Sister City Committee has had an annual operating budget of \$11,000. The 2011 operating budget remains at \$11,000.

The Sister City Program budget of \$150,000 for 2008 through 2010 was funded by surplus from the 2007 budget. The proposed 2011-2013 Program budget is \$234,410. Staff recommends that this request be considered as a one-time additional expenditure request from the City's 2010 operating surplus.

Conclusion

Approval of the 2011-2013 Work Plan and Budget will continue to set direction for the Sister City Committee. A clear mandate will allow the committee to effectively support the City's goals. With successful implementation, the City of Richmond will continue to maintain strong Sister and Friendship City relationships. Staff recommend that the proposed 2011-2013 Work Plan be endorsed.



Richard Toda
Manager, Customer Service
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RKT:rkt

The City of Richmond



Sister City Committee Year In Review 2010

January 7

- A lunch meeting was held for orientation of the five new members of the SCC: Amy Yu, Gayle Morris, Sylvain Beaulieu, Weiping Liu, and Juliana Yung. At its regular meeting the Executive was elected for the Year 2010. Chair Sylvia Gwozd, Vice Chair with Japan, Jim Kojima, Vice Chair with Pierrefonds, Francis Turmeau, Vice Chair with Qingdao, Wei Liu, Vice Chair with Xiamen, Juliana Yung. Trustee Donna Sargent wished the Committee farewell, while we welcomed Trustee Debbie Tablotney.
- Planning is well underway to host delegates from Pierrefonds and Wakayama. We are unable to host our Friendship cities for the Olympics due to lack of tickets.



Sister City Committee members and advisors

January

- Vice Chair Jim Kojima is asked to assist the Japan Speed Skating Team during their Olympic stay. He arranges for a warehouse office on River Road close to the Oval for their use and Steveston Community Center adopts the team for the Olympics. Mr. Kojima is honoured later in the year in Tokyo, Japan. This brings great pride to the Sister City Committee.
- The committee meets weekly to develop a program for visiting City councillors from Pierrefonds, Mr. Bert Ward and Mr. Christian Dubois. Both councillors also sit on the Montreal City Council.
- Delegates from Japan are Dr. Iwahashi and Mr. Hayashi. Hotel reservations become problematic so both guests are invited to homestay.

- Mr. Ward, Dr. Iwahashi, and Mr. Hayashi stay at the home of Sylvia Gwozd, and Mr Christian Dubois stays with Francis Turmeau.

January and February

- The SCC is meeting weekly to plan through the details of the visit of officials from Japan and Pierrefonds. Logistics of tickets and events prove to be very time consuming.

February 4

- The Sister City Committee meets in the Gillnetter room at Steveston Community Center, due to space and staff tied up with Olympic preparations. Raymond Chow brings his painting of the Xiamen Philharmonic Orchestra to consider for presentation. (Note when he is not included in trip to Xiamen his painting offer is withdrawn) Wei Liu reported that he has had conversations with a friendship group in Qingdao who are connected to Greater Vancouver, and they expressed an interest in Richmond and would like to become more involved after they have their first meeting. They advised that they would meet with us. In Qingdao, China, they have up to 100 members. The new organization will be named the Canada Qingdao Fellowship Association.

February 8

- Discussions are under way with officials from the Canadian Pavilion for Shanghai Expo regarding a possible Richmond Day at the Pavilion.

February 23

- Wakayama Delegation led by Dr. Nobutada Iwahashi, and Henry Hyashi (Translator) arrives. Sylvia Gwozd and Francis Turmeau greet them at the airport. A small welcome reception is held at 6:30pm at Seto Japanese Restaurant.

February 24

- With the aim of discussing future exchanges and a Wakayama student visit May 18-23, 2010 to Richmond, Dr. Iwahashi and Mr. Hyashi meet with the Richmond School Board and officials at Steveston London School. In attendance: RSB Chair Linda McPhail, SCC Liaison Trustee Debbie Tablotney, Superintendent of Schools Monica Pamer, Glenn Kishi, District Administrator, Reps from Steveston-London, Burnett and McNair Secondary.
- 12:00pm: Wakayama delegates travel to Richmond Oval to attend Speed Skating Final Medal Event – Ladies' 5000 m.
- 9pm: Pierrefonds city Councillors Bert Ward and Christian Dubois arrive from Montreal.

February 25

- Visit to Mayor Brodie and tour of City Hall-confirmed with Deb Mackinnon.

- 9:30am – 10am: Pierrefonds Councillors Dubois and Ward visit Mayor Brodie in Mayor's office.



Councillors Bert Ward and Christian Dubois (Pierrefonds) meet Mayor Brodie

- Japanese delegates Dr. Iwahashi and Mr. Hyashi tour City Hall.



Dr. Iwahashi and Mr. Hyashi (Wakayama) meet Mayor Brodie

- 10:30am – 11am: Dr. Iwahashi and Mr. Hyashi visit Mayor Brodie in Mayor's office.

- Councillors Dubois and Ward tour City Hall.
- 12:00 noon: Wakayama lunch with City Councillors Bill McNulty and Harold Steves re Tall Ships Festival event 2011.
- 3pm: Dr. Iwahashi and Mr. Hyashi to attend Ladies Free Skating – short program Medal Event at 5pm at Pacific Coliseum. City Councillor Derek Dang escorts them.
- 4pm: Councillors Dubois and Ward leave Richmond to Vancouver to attend Vancouver Victory Ceremony at BC Place. Francis Turmeau and two others escort them.

February 26

- Protocol has arranged a private showcase for Pierrefonds and Japanese guests for Friday morning 8:30 to 11.
- Gale Morris of Tourism Richmond acts as guide. Visits include:
 - Sanduz Winery, with owner David Sanduz giving a private tour of blueberry flour production and an Ocean Spray Cranberry tour, as guests of Ron and Lila May, owners of Maybog Farms.
- 11am: Cambie Community Center meets with SCC and guests
- 12:30pm – 1:30pm: lunch at Japan House in Sheraton Landmark, Vancouver
- Walk to Robson Square to view Olympic spots. Visit BC Technology Center on east side of Robson Square. Continue to walk down Georgia Street to 4 Nations House to view presentation about 3:15pm. Visit Olympic flame
- 6pm: Dinner Board room of River Rock Buffet for eight guests, and escorts, courtesy of VP Great Canadian Gaming, Mr. Walter Soo.

February 27

- Attend final speed skating events at the Oval.
- Evening Farewell dinner for both cities together, on the 8th floor of city hall.

February 28

- Wakayama leaves for SFO in the morning.
- Pierrefonds delegates watch Men's Gold Medal Hockey Game, having to leave for Montreal just before the final goal is scored.

March 5

- Canada Qingdao Fellowship Association is newly organized and will host their first meeting on Mar 5th in Richmond. Vice Chair Wei Liu contacted several founders and informed them of the Friendship City relationship between Richmond and Qingdao. Members of the SCC attend to meet founders of the Association.

March 16

- SCC member Sylvain Beaulieu resigns due to move back east. Former member Carol Zheng replaces him.

March 23

- Meetings are held with Tony Kwan, incoming Chair Richmond Chamber of Commerce, to discuss the Chamber's participation on a trip to Asia in the fall.

April 1

- Jim Kojima, Vice Chair relations with Japan, is in Wakayama and meets with the Mayor, Councillors, Superintendent of Schools and three principals to discuss the upcoming visit to Richmond and Palmer School visit to Wakayama.

April 13

- Possible dates for Richmond day secured with the Canadian Pavilion at Shanghai Expo for September 21 – 25.

April 27

- Richmond Minor Hockey invites teams from the Sister City or Friendship Cities to participate in their annual Christmas Tournament. However appropriate teams are not available in any of our cities.

May 6

- The SCC extends an invitation letter to three real estate developers from Qingdao to visit Richmond in the summer. They meet with real estate development staff, local business leaders, and members of the SCC.

May 16 – May 18

Xiamen Delegation to Visit Canada

- In order to further enhance the friendship between the Cities of Xiamen and Richmond, and to promote the 14th China International Fair for Investment and Trade which will be held in Xiamen during September 8 – 11, 2010, a Xiamen delegation, headed by Chen Weiqin, Vice Chairman of Xiamen People's Political Consultative Conference, is planning to make a four-day visit to Canada in May, 2010.
- During their stay in Richmond and Canada, the delegation would like to meet the Mayor of Richmond to renew the friendship between both cities and discuss future exchange and cooperation possibilities, to meet local the chamber of commerce in Richmond and the region and promote the 14th CIFIT.

Name list of the Delegation is as follows:

1. Mr. CHEN Weiqin, Vice Chairman of Xiamen People's Political Consultative Conference
2. Mr. WANG Qiuke, Deputy Secretary General of Xiamen People's Political Consultative Conference
3. Mr. HONG Chengzong, Deputy Director General of Xiamen Municipal Foreign Affairs Office
4. Mr. HUANG Heming, Director General of China (Xiamen) International Investment Promotion Center
5. Mr. CHEN Xinjian, President of Industrial Bank Xiamen Branch
6. Mr. YANG Junxian, Interpreter of Xiamen Municipal Foreign Affairs Office

May 18 – 23

- Student delegation from Wakayama visits Richmond for Home Stay and School Visit. The SC Committee has budgeted \$8,000 to cover the costs of a joint event, as well as the cost of bus rental. The Sister City Committee hosts the adults for a dinner and assists with other costs. Teachers stay in a Richmond Hotel paid for Wakayama City. To create a viable number of participants, students from other Junior High schools are included in addition to our traditional Joto, Fukko, and Ichiko Schools in Wakayama city.

May 20 – 26

- Palmer School travels to Wakayama. Due to a change in Shizuoko, Palmer School had its original trip cancelled. Dr. Iwahashi found out about this situation during his visit in February, and offered to arrange a trip for the students to Wakayama. Home stays were arranged for all students. Principal Bert Wiens travelled with the group to Wakayama.

June 12

- SCC Chair and Vice attend the P & F meeting of the Richmond Board of Education to discuss the Board's participation in the City trip in September. Due to lay offs and budget constraints the Board decides it cannot participate.

June 14

- The following communication is received from Wakayama and copied here in order to demonstrate the value of our exchanges:

Dear Mrs. Sylvia Gwozd, I am still telling the wonderful experiences of Olympic games to my friends here in Wakayama. Thank you very much for hosting us with your warm hearts.

I had a working lunch with Dr. Iwahashi today. He asked me to send his mail to you.

Dr. Iwahashi wants to send this mail to you:

June 14, 2010

*Dear Mrs. Sylvia Gwozd,
Chairperson of Richmond Sister City Committee,*

Here in Japan it is very beautiful season of hydrangeas in our gardens, parks.

It is our rainy season. In middle of July, we will have a very hot summer. I hope you enjoy your early summer time.

Thank you very much for welcoming our students from Wakayama city. Those students tell about their wonderful experiences in your city, Richmond to their families. They tell their wonderful memories excitedly, with smiling faces. I heard these thanks from their parents, and it makes me so happy. I know you work so hard to help them to understand your culture, students' daily lives at school and at home, and your beautiful city and so on.

While our students stayed in your city, we had a very happy time with your Palmer students and Principal Mr. Bert Wiens, Mr. Bill Fukazawa, Ms. Aarhi Naidu, and Ms. Megan Foulds. They are so nice students and teachers that I hear from homestay families their great joys to host them. Principal Bert, who visited Wakayama first time, told that he would like to continue this youth exchange program when they left Wakayama city. I was very glad to hear this. I also would like to continue this wonderful youth exchange program with your help. Thank you very much again for your help.

Now, I am looking forward to seeing you here in Wakayama in September. Please give my best regards to your husband, Larry, and all my friends here in Richmond.

*The President of Wakayama Sister City Affiliation Committee
Nobutada Iwahashi*

June 14

- Chair of SCC provided Sen. John Reynolds advice and information to follow up on his recent trip to China.

June 15

- Weekly meetings begin to plan delegation trip to Wakayama and Asia.

June 24

- Following the formal signing in Ottawa by Canada's Prime Minister Stephen Harper and Chinese President Hu Jintao of the Approved Destination Status agreement between China and Canada, Tourism Richmond announces it is ready to receive Chinese visitors and notes that Richmond, BC is the natural "home away from home" for Chinese visitors. This announcement has significant impact on the City of Richmond's Friendship relationships and presents tremendous opportunities for Richmond.

July 1

- SCC participates in the Steveston Salmon Festival parade with banners and representatives from all cities. Thanks go to Donalda Buie, friends and family, for the arrangements.

September 15-26

- Official visit to Sister City of Wakayama and Friendship Cities of Xiamen and Qingdao, and Celebration of Richmond Day at the Canadian Pavilion at Shanghai Expo.

September 12-15

- Official delegates depart on different days; however all depart at 3am aboard Air China, via Beijing, connecting through to Osaka, and travelling one hour by bus to our Sister City of Wakayama.
- The official delegation included Mayor Malcolm Brodie, Councillors Linda Barnes, Bill McNulty, and Sue Halsey-Brandt. Staff members, Phyllis Carlyle General Manager, Community Safety and Law, Richard Toda, Manager Community Services, SCC Chair Sylvia Gwozd, Vice Chairs Jim Kojima, Wei Liu, Francis Turmeau (Wakayama only), and members Carol Zheng, Wei Ping Liu (China only) Amy Yu, Gayle Morris (Qingdao and Shanghai only), and advisory member Walter Soo.
- In Xiamen and Shanghai China, the delegation was joined, but with a separate itinerary, by the Richmond Chamber of Commerce, led by Chair Tony Kwan, and Executive Director, Craig Jones, plus a number of Richmond Business, including:
 - Gerard Edwards, Chair, International Business Committee of Richmond Chamber of Commerce. Vice President & Founder of Incisive Marketing.
 - Brian Williams, Director, Richmond Chamber of Commerce. Owner of Ashton Service Group. .
 - Lyle Dickson, Member, Richmond Chamber of Commerce. Partner of Dickson Stojak Brown, Chartered Accountants.
 - Cleo Huang, Member, Richmond Chamber of Commerce. Representing ROCG Consulting.

- Bonnie Chu, Member, Richmond Chamber of Commerce. Representing Maple Freight.
- David Coon, Member, Richmond Chamber of Commerce. Trinity Western University.
- David Yen, Member, Richmond Chamber of Commerce. Asia Pacific Representative for Clevest Solutions Inc.
- Peter Wong. Clevest.
- Those visiting only XIAMEN included:
 - Philip Wong, Member, Richmond Chamber of Commerce. President and CEO of Soo Singapore Jerky Ltd.
 - Mike W. Williamson, Member, Richmond Chamber of Commerce. President of Lightpower.
- Those visiting only Shanghai included:
 - Eliza Chang, Member, International Business Committee of Richmond Chamber of Commerce and SUCCESS.
 - James Tong, Senior Manager, SUCCESS Gateway to Asia.
 - Douglas Wing, Member, Richmond Chamber of Commerce. TD Bank.
 - CEO Tracy Lakeman, and Sales Director, Gayle Morris represented tourism Richmond in Qingdao and Shanghai.

September 15 Wakayama

- Official visit begins with Councillor Sue Halsey- Brandt, Councillor Linda Barnes, Amy Yu, SCC member, and Chair Sylvia Gwozd participating in a homestay program. While this is a challenge, as homestay participants were unable to return to change between events, the benefit of experiencing home life in Japan far outweighs the small inconveniences. It is highly recommended that adults and students alike take advantage of any home-stay offerings when made. The balance of the delegation stayed at the Daiwa Roynet Hotel. This hotel affords a beautiful view of Wakayama Castle. Dr. Iwahashi hosted our welcome dinner, in the hotel. This was an exceptional time of year to visit as the rice was being harvested. Japan's goal to practice small lot sustainable farming, along side of a highly technical and urbanized society offers an interesting example to our delegation.

September 16 – American Village at Mio

- During the late 1800s and early 1900s Mio sent many of its sons and daughters to Steveston to fish salmon. At one point it is estimated that there were more residents of Mio in Steveston than in Mio itself. In 1940, there were more than 2,000 residents of Mio fishing in Steveston, less than 2,000 remained in Mio. A new museum was built by the local residents to commemorate this history 15 years ago. Many of the artefacts in the museum have been collected by the local residents of Steveston through the Kenjinkai.

- Our delegation was given a tour and explanation of this significant heritage to Richmond by retired math teacher and historian, Mr. Hisakazu Nishihama whose father once lived in Canada. It is recommended that this tour should be always included on any visit by students or official delegates to Wakayama.
- Lunch was provided at Yusasa Castle and featured many traditional dishes. As we expressed an interest in examples of agri-tourism, the next stop was to the Kadocho Soy Sauce Center. This fascinating business showed soy sauce being made in traditional vat methods, and the success with marketing to specialty restaurants as well as markets to Japanese tourists.
- The Wakayama Sister City Affiliation Committee hosted a major banquet for our delegation in the hotel banquet room. Chair Sylvia Gwozd was presented with a special plaque of appreciation for her continued support of the Sister City program. Dr. Iwahashi gave a special performance of his magic show. Many Wakayama SCC members were in attendance, as well as Mayor Ohashi and his wife Akiyo, and Councillors Ura, Ishitani, Endo, Kitano, and Morita, as well as Vice Mayor Matsumi.

September 17



Delegates tour the Earthquake Disaster Centre (Wakayama)

- The morning began with a tour of the Main Firehall and Earthquake disaster Education Center. In Wakayama it is predicted that a tsunami will hit Wakayama in the next 50 years and that residents need to be prepared. Education of local citizens is an important component of Fire Safety. It includes a mock smoke filled apartment walk through, using a fire extinguisher to put out a grease fire in a kitchen, as well as what to do in a disaster.

- We experienced the Earthquake simulation van and were hosted for lunch by Dr. Iwahashi. The delegation next went to the Clean Energy Center that burns garbage. The facility runs with electricity produced through waste burning and the remainder is sold to Kansai Electricity. Pollutants are filtered out. We were introduced to the program in their education center, where children and adults are taught recycling and what happens to garbage. The two main concerns are the reduction of waste and the sorting of waste. The emission limits by law, monitored six times a year by an independent contractor, are 3 nanograms. This facility operates at .05 grams. Shinko Environmental Agency was developed in Japan and is run by Wakayama City. In the evening, the Mayor of Wakayama and the City hosted a farewell dinner for our delegation. In attendance were councillors and the Superintendent of Education.

September 18

- We left early in the morning, and the Mayor of Wakayama and his wife came to the hotel to bid us farewell.
- We arrived in Qingdao via Beijing late afternoon. Thanks to arrangements by Max Liu we stayed in the Sea View Garden Hotel, a Chinese-style hotel. We received a warm welcome by Miss Guo Yu, Deputy Director Mr. Feng Bin, and new staff member Mr. Wang Erli. We had an official meeting with the Vice Mayor Mr. Wu Jingjian of Qingdao, followed by a welcome banquet in the hotel.

September 19



Plaque (Qingdao)

- Qingdao Landscaping Bureau Head Qiu Deming took our delegation to Zhongshan Park to celebrate with a watering ceremony of the nine Maple trees that were dedicated by the SCC on the first anniversary of our Friendship relations. This is a very large impressive park that is undergoing renovation and upgrade.



Tree Watering Ceremony Zhongshan Park (Qingdao)

- Our next stop was the official Olympic Museum, which houses much memorabilia. We were joined by the Silver Medal winner of Judo who is from Qingdao and profiled in the museum. Lunch was hosted by Mr. Liu Shaoping, Chairman of Ethnic, Overseas Chinese and Foreign Affairs Committee of Qingdao People's Congress and Mr. Xu Hang Vice Director of Qingdao Municipal People's Congress Standing Committee.
- In the afternoon we travelled to a Seafood Processor called the Yilufa Group Co. with over 2,500 staff, six branch companies, and three processing companies. Our visit coincided with a day the plant is closed; however, the company brought in a large crew to demonstrate their process. 30% of their product is exported to Europe; they currently deal with Calkin & Burke, OTC Food Group, Mariner Seafood, plus two others in the lower mainland.
- In the evening we were hosted to a large banquet by the Canada Qingdao Fellowship Association at the Shangri-la hotel. In honour of the event an official group photo was taken.

September 20

- Tourism Richmond, with Mayor Brodie and Council, hosted a morning forum for Qingdao Tour Operators. Not many had been to Canada and surprisingly the two that had, had been to Toronto. It appears there is much opportunity for the West Coast.

September 20

- We arrived late in Xiamen on the heels of a serious typhoon, which had caused substantial damage to the city, but no loss of life. We were met by officials of FAO, Mr. Leon Yu, and taken directly to dinner to meet with members of the Xiamen Natives Association of Canada, and local business representatives. We stayed at the Harborview Millennium Hotel along with a large delegation from the Richmond Chamber of Commerce.

September 21

- The delegation met with Yang Fang Gen, Deputy Director General of the Tourism Bureau. Also in attendance was China Travel Service rep. Ms. Xirong Ji, officer of one of the largest tourist agencies who ranks 25th in China. Xiamen presented first. Their department is directly responsible for international tourism for Xiamen. The primary difference in our cities is the seasons. We were congratulated on the Winter Olympics and the enthusiasm and wisdom of people of Richmond in hosting this event. The discussion moved to boating and ships, as we are both coastal cities and they have the Xiamen Boat Club. Third in common for our cities is the food and seafood industry. They would like cooperation in the future and to establish agreements between our two cities in tourism to promote our natural resources and products. Every year about 10,000 people from Canada visit Xiamen. They are also very interested in scientific research in natural products and resources.

Action:

1. They would like to add Richmond to their product line.
2. People in tourism can promote each other. Concentrate on how to promote with local requirements.
3. How can we strengthen, advertise and promote both cities? They will put our travel resources in their government web site, which travelers pay a lot of attention to. How can we both attract larger numbers of travelers?

Note: Most travelers from Xiamen now go to Toronto. China Travel Service, which is the 25th largest agency and owns 60% of Xiamen Airlines, has an office in Richmond. They are the first agency to allow outbound for ADS. Xiamen noted that it is still difficult to get visas for travel to Canada.

- Following the Tourism Meeting, the delegation travelled to the Xiamen Philharmonic Orchestra Practice Hall, to meet with Conductor Zheng Xiao Ying, who featured their special guest conductor from Paris, France. Mayor Brodie presented Conductor Zheng with a uniquely designed poster as a tribute to their visit to Richmond. There are only two more copies of this poster—one at the City and one at River Rock Resort. Conductor Zheng Xiao Ying, Mr. Ling and Dr. Wu, a resident of Richmond, hosted the delegation for lunch at the Music Land Hotel.

- In the afternoon the delegation travelled to Jimei District to meet with town planners who are designing a new town, population 480,000, area 44.2 sq. K. over a three-year period. The town will have three important features, a train station hub, an education center, featuring seven universities and one scientific institute, and a new town center population 70,000. Three bridges connect Jimei to Xiamen Island using reclaimed land from the Bay that converts into Siming Bay. The islands within this zone are to be the world's biggest art exhibition garden, i.e. flower exhibition park. This entire project is the first demonstration zone in China to feature low carbon construction to target ecological savings.

The principles of this construction are:

1. Planning transportation and accelerated rail to be more popular to common people
2. Establishing more pedestrian roads and bike paths,
3. Installing drainage and lighting in a network of underground duct work so utilities can be laid conveniently. This is a system used in Russia. The advantage being that you do not need to dig the road to maintain the system. The project will use water, mountains, and ecological environment, which is the target to protect and develop.
4. Utilization of underground space, natural lighting, and resources using energy saving lights in buildings. There will be a Central Park and Central Boulevard.

This is all in blueprint stage now. The target is to implement most of the plan in three years, and finish in five years. The project is being sponsored by the Xiamen government. There will be no development on the islands and the larger ones will be kept as gardens. Transportation will be by high-speed train in combination with light rail, constructed with the motto "Do it now and fast". There is a competition in China for how high standards cities can reach. The style of buildings will be "Kantaki" which incorporates a Chinese style roof on a western style building. The project will be a blend of Western and Chinese. Question in reference to electric charging stations for cars, answered that they will be within existing structures all over Xiamen.

- Meanwhile the Richmond Chamber of Commerce signed an official agreement with the Xiamen Chamber of Commerce, with more than 6000 members and a number of sub Chamber groups. The agreement entitles membership to benefits of each other's Chamber in addition to an agreement to work cooperatively.

- Mayor Brodie, Councillors and SCC delegation held an official meeting at Xiamen City hall with Mayor Liu Cigui of Xiamen and senior municipal officials. The meeting was televised and featured on the evening TV news. At this meeting Mayor Brodie presented Mayor Liu with a large gift of books from the Richmond Public Library.



Mayor Brodie and Mayor Liu Cigui (Xiamen)

- The meeting was followed by dinner at the Wyndam Hotel hosted by the deputy Mayor of Xiamen, who accompanied Mayor Liu on his visit two years ago. In attendance for Richmond was the official Delegation, and the delegation from the Richmond Chamber of Commerce, and from Xiamen we were joined by the head of the Investment Bureau, head of Tourism, and the Deputy Director of the FAO. (Note Mrs. Chen the former head of Xiamen FAO has retired). A special cultural dance by a traditional face mask changer took place.



Official meeting at Xiamen City Hall

September 22

- **Xiamen: Mid Autumn Festival Holiday:** Due to typhoon damage to the roads we were unable to travel as originally planned. to the Unesco heritage site in Nanjing to visit the Hakka Earth Buildings which are a theme in the music of the Xiamen Philharmonic Orchestra. Instead, the delegation traveled to the Music Island of the Orient, Gulangyu Island, which is the historic location of the Piano Museum and other cultural sites. Our delegation was joined by Sunny, a student from Xiamen University who translated, as well as Katherine, who works for FAO but is new. Next, we attended a lunch meeting and tour of a senior government convention and hotel site, called Seaview resort, hosted by Mr. Lin He Ping of the Xiamen Natives Association Canada.
- 6:00pm: Moon Festival or Autumn Festival holiday dinner, Cantonese style hosted by Xiamen Friendship Society and local businessman Mr. Chen Shao Hong (who owns a crocodile farm), Mr. Chen Kai Jun (who sponsored XPO visit) and Ms. Yang Ying. The delegation experienced some unique holiday traditions of Xiamen. After discussion turned to ADS, the businessmen called the new head of Tourism Xiamen to stop by dinner to meet briefly. We were pleased to be joined by Leon Yu and his grade 1 daughter.

September 23

- **Xiamen:** We attended an early breakfast meeting at Jin Jian Hotel (hotel of last visit) with the Mayor of Xiamen, Liu Cigui and discussed tourism issues, etc. The Mayor advised that Deputy Mayor Zhan Cangzhou of Xiamen would like to visit Richmond in 2011.

September 24

- **Shanghai.** Set up day at the Canadian Pavilion in Expo. Met with ASPAC who is the sponsor of Richmond Day at the Pavilion. In the evening the SCC met with the Richmond Chamber of Commerce and their sponsor, the Shanghai Minglian Construction Engineering Co., for dinner.
- **Shanghai Expo theme – Cities:** In keeping with the official theme of Expo 2010 *Better City, Better Life*, cities were to play a vital role during the discussions on sustainable urban development held by international participants during Expo 2010.

September 25

- Richmond Day was celebrated at the Canadian Pavilion at Shanghai Expo. Mark H Roswell, Commissioner General for Canada (also famously known in China as Dashan), welcomed guests and introduced Mayor Brodie. In Mr. Roswell's opening remarks he noted that he had been a resident of Richmond during the Olympics. Mayor Brodie welcomed guests and showed a special feature on the highlights of Richmond. Included among the guests were more than 60 individuals from Tourism Operators in Shanghai, who had been working all week with the CEO Tracy Lakeman and Sales Director, Gayle Morris of Tourism Richmond. Other major contributors to Richmond day were the Richmond Chamber of Commerce Chair Tony Kwan, CEO Craig Jones, other members of the Richmond Chamber of Commerce, and their guests from business in Shanghai. The City invited individuals from the Shanghai Business community and individuals representing SUCCESS.



Dashan and Mayor Brodie (Shanghai Expo)

- Special guests from Xiamen were Mr. Li Xiaoping who is the Deputy Director General of the FAO, Xiamen, HK and Macao, representing Mayor Liu Cigui. He brought greetings from the City of Xiamen, along with Feng Huang (David), Director of the Division for North American, European and Oceanian Affairs.
- Other special guests were Mr. Jordan Reeves, Deputy Consul General and Senior Trade Commissioner, Canadian Consulate General in Shanghai; Mr. Mr. Vance McEvoy, Consul and Trade Commissioner, Canadian Consulate General in Shanghai; and Mr. James Lee, Investment Officer, Canadian Consulate General in Shanghai.
- The SCC appreciated the signage and refreshments, which added to the success of the day, contributed by sponsor, ASPAC, represented by Gary Wong and Lillian Wong.
- Visiting from Burnaby were Mayor Derek Corrigan, MLA Kathy Corrigan, three Burnaby Councillors, and four City staff, who were also guests at the event.
- The Richmond Chamber of Commerce was proud to announce their success with the signing of a major deal by one of their members in attendance, Whitewater.

September 26

- The Mayor, Council and Staff returned to Richmond early in the morning. Meanwhile the balance of the SCC was hosted for the day by Dr. Jinping Wu, a retired UBC professor, and Xiamen Friendship Society and Mr. Shi Guo Tai in a tour of the water cities one hour outside Shanghai.
- Upon the delegations' return to Richmond and speaking to the success of the overall trip, Tracy Lakeman CEO of Tourism Richmond said: "Tourism Richmond joined the trip to Qingdao and Shanghai with the Sister City Committee, the City of Richmond and the Chamber of Commerce and it proved to be one more example of why Richmond continues to be a leading municipality in BC. By collaboratively marketing Richmond we presented a vibrant community to potential visitors and businesses in China. Tourism Richmond was given the opportunity to source new contacts through the relationships that the City and the Sister Committee had developed in China and we built upon the relationships we had already established to position Richmond as the home away from home for Chinese visitors."

October 1

- The Xiamen Natives Association of Canada, Chairman *LIN, Heping*, invited members of the SCC and Mayor Brodie to a very enjoyable event to celebrate China's National Day.

October 22

- KITA, Dr. Edward 1930 – 2010. With great sadness, we announce the sudden passing of our beloved husband, father, grandfather, and brother on October 14, 2010. Survived by his loving wife, Satoye, children, Graham (Terri), Michele (Steve), Jason (Felicia), three wonderful grandchildren, Jennifer (Jesse), Chelsea, and Alexis, sister, Mary, and many nieces and nephews. Edward was born on February 18, 1930 and raised in Summerland, BC as the youngest of seven children. He attended UBC and UCLA, and completed his dentistry degree at the University of Oregon. He enjoyed his practice in dentistry for 33 years in Richmond. Edward acted as a President of the Kiwanis Club, as a Member of the Sister City Twinning Committee, and was on the Board of Directors for the Richmond General Hospital.

November 11

- The SCC received correspondence from Akio Takahashi, a professor of Meiji University in Tokyo, Japan. Dr. Patrick H. Buckley of Western Washington University in USA and he are studying the relationship of sister cities. This follows up on a workshop that SCC members attended one year ago.

November 22

- Chair Sylvia Gwozd was the keynote speaker at the November meeting of the Canadian Federation of University Women in Richmond. She described the work done by the SCC and showed slides of the most recent trip to Asia as well as some highlights of Pierrefonds.

December 2

- The SCC celebrated the completion of a very busy year with a social at the home of Chair Sylvia Gwozd.

Richmond Sister City Committee Executive Summary

Mandate:

The primary role of the Sister City Committee (SCC) is to facilitate relationships and build bridges for and with our Richmond Sister Cities. As the BC Asia Twinning Toolkit states in their executive summary: "Strong relationships with the region need to be established and cultivated....real progress will be dependent on the development of connections between organizations and people at the community level. Local governments are well positioned to reach out to their counterparts in Asia and establish inter-community, bilateral agreements aimed at promoting tangible linkages between the different jurisdictions."

Achievements:

Recently there has been a number of links established between organizations:

- The Richmond Public Library received from and donated books to Xiamen
- The Richmond Orchestra and Chorus and the Xiamen Philharmonic Orchestra performed publicly in Richmond
- The Richmond Board of Education and Wakayama Board of Education reestablished twinning in a new structure
- The Richmond Chamber of Commerce signed a formal agreement in September 2010 with the Xiamen General Chamber of Commerce
- The Chinese Federation of Commerce of Canada and Xiamen Municipal Trade Development Bureau developed business links
- Ongoing discussions continue to occur between the Tourism Bureaus of Qingdao and Xiamen with a goal of signing a formal agreement with Tourism Richmond in Spring 2011
- Relations between the City of Pierrefonds/Montreal municipal council and Richmond Council have been revitalized
- Friendship/fellowship associations committed to the promotion of bilateral relations in Richmond, Xiamen and Qingdao have been established
- Both the Chinese and Japanese Consulates interacted with SCC events in February 2011.

Funding sources and outcomes:

The new SCC policy and program of activity that Council approved in 2007 has had a valuable and significant impact on the ability of the SCC to be successful:

1. by providing a stable funding source for basic activities
2. by enhancing the SCC's ability to seek significant sponsorship for a variety of events, complementing basic funding . Some examples: the Xiamen Philharmonic Orchestra visit and performance was funded by more than \$100,000 in sponsorship and ticket sales; the SCC secured a sponsor for hosting costs at Richmond Day at the Canadian Pavilion in Expo, as well as funding for our garden of Maple Trees in Qingdao; and a number of visiting delegations have been sponsored by our Friendship Associations.
3. by allowing the development of a joint plan giving credibility for financial participation from government and community

Richmond's leadership role:

The City of Richmond and the SCC continue to be recognized as leaders in the field of development and maintenance of balanced relationships which reflect the interests of City Hall, the community and our partners:

- The SCC has been invited to share our model with the City of New Westminster
- We have been asked to participate in an SCC research project at Western Washington University
- We continue to participate in the Economic Development Association of British Columbia, Asia Pacific Twinning Initiative.

In summary, many individuals and organizations have complimented us on the fact that our committee is very unique in that it draws from and has connections to so many people in our City and in our Sister Cities. Our committee's ability to work within both government and community organizations creates an opportunity for us to act as ambassadors on behalf of the citizens of Richmond, to search for ways of improving the quality of life of our community and to strive towards world peace and understanding.

Major events in 2010

There were two major events this past year: our hosting of our two Sister Cities during the Olympics and the official Richmond delegation visit to Wakayama, Xiamen, Qingdao and Expo 2010. Highlights of the latter included:

- visiting the museum in Mio, home to important historical items from the Japanese fisherman migration to Steveston in the late 1800's and early 1900's
- visiting the clean energy waste plant that burns garbage in Wakayama
- touring the earthquake disaster education center in Wakayama
- hosting workshops on Tourism in Richmond and Canada in Qingdao and Xiamen
- meeting with officials in Jimei, who are building a town for 450,000 over 3 years
- signing a working agreement between Richmond Chamber of Commerce and the Xiamen General Chamber of Commerce
- celebrating of Richmond Day September 25th at the Canadian Pavilion at Shanghai Expo.

Future requirements 2011-2013:

The next three years mark important landmarks for the City of Richmond and its Sister and Friendship Cities:

- In 2012 we celebrate the 45th anniversary of Richmond's twinning with Pierrefonds, Quebec
- In 2013 we celebrate the 40th anniversary of Richmond's sister city status with Wakayama, Japan;
- In 2013 we celebrate the 5th anniversary of our signing Friendship agreements with Qingdao and Xiamen, China.

Because of the significance of the upcoming milestones in our bilateral relations, the SCC envisions commemorative projects and events that will highlight our continuing

relationships. Each of these events will be supported through the SCC budget, from Community sponsorship, and through contributions by participants.

Goals and Focus of the SCC 2011-2013

In addition to the mandate originally laid out for the SCC, and at the request of councilors, in 2010 we added a focus on environmental and sustainable development. The following list outlines the goals and focus for the committee's work over the next 3 years (for more details please refer to attachment):

- Strengthen working ties with local Friendship Associations
- Commemorate events through gardens, public art, community plaque, or naming
- Work with post secondary institutions to explore joint initiatives
- Develop student mentorship or leadership programs for visiting post secondary students
- Work with formal community organizations to increase involvement with visiting delegations
- Improve internet/ social connections and web sites to promote relationships
- Encourage web links in our partner organizations
- Continue to work with RSB to strengthen student exchange/ home stay programs
- Work with the Richmond Public Library to continue exchanges of information and resources.
- Continue to facilitate and support the partnerships between organizations in Richmond and our Friendship and Sister Cities
- Review recommendations to improve the committee's operational and cultural effectiveness
- Develop fundraising for a cultural event for a mid-autumn festival (no city funds)
- Work to improve communications and the establishment of clear protocols for delegations.
- Determine the possibility of future Sister City relationships in India, Korea, or Philippines
- Determine the status of current Friendship cities and future requests from China
- Undertake an official visit to Pierrefonds, since the last was in 2007
- Undertake an official visit to Wakayama in celebration of the 40th anniversary plus an Asian friendship visit.
- Host the World award-winning Wakayama Children's Choir (opened Gateway)
- Host a Judo delegation from Qingdao (Olympic Silver Medalist)
- Host a Xiamen Art Cultural Delegation for a 1-2 day reciprocal invitation for Richmond artists to study and display in Xiamen

SUMMARY OF 2011 – 2013 BUDGET

	<u>Pierrefonds</u>	<u>Wakayama</u>	<u>Qingdao</u>	<u>Xiamen</u>
2011	\$10,260.00	\$21,700.00	\$3,000.00	
		\$7,500.00	\$13,000.00	\$13,000.00
2012	\$11,400.00	\$23,300.00		
		\$7,500.00	\$13,000.00	\$13,000.00
2013	\$ 2,000.00	\$20,750.00	\$13,000.00	\$13,000.00
		\$7,500.00	\$20,750.00	\$20,750.00
	\$23,660.00	\$88,250.00	\$62,750.00	\$59,750.00
<u>TOTAL</u>				<u>\$234,410.00</u>
Less: Special Budget				<u>\$ 84,410.00</u>
<u>Net Budget for 2011 to 2013</u>				<u>\$150,000.00</u>

ADMINISTRATION:

3 years times \$10,000.00 per year = \$30,000.00

Special Budget for the following events:

45 th Anniversary of Pierrefonds in 2012	\$21,660.00
40 th Anniversary of Wakayama City in 2012 & 2013	\$42,000.00
5 th Anniversary for Qingdao	\$10,375.00
5 th Anniversary of Xiamen	<u>\$10,375.00</u>
<u>TOTAL Special Budget</u>	<u>\$84,410.00</u>

Special consideration to commemorate:

Pierrefonds 45th Anniversary with a naming of a road or park. Plaque.

Wakayama 40th Anniversary with the naming of a road or park. Plaque.

Qingdao & Xiamen the 5th Anniversary with a road.

~ Details are in Attachments

RICHMOND SISTER CITY COMMITTEE
THREE YEAR ACTIVITY PLAN AND BUDGET
2011 - 2013

Introduction

Over the last two years the Sister City Committee (SCC) has significantly moved forward on its goals of building bridges with our Sister and Friendship Cities and connecting with organizations throughout the community of Richmond in accordance with our mandate, which is as follows:

“The Sister City Committee (SCC) shall advise and assist the City in accomplishing the Sister City Program objectives

- to establish and maintain relationships with other cities that are meaningful and sustained through on-going activity
- to develop a broad base of activity for Sister/Friendship City relationships in which many people and organizations participate through planned and on-going contact
- to engage the Richmond community and its Sister/Friendship Cities abroad in projects and exchanges that promote cultural awareness, joint learning opportunities, trade and economic development, as outlined in the Program objectives.”

The SCC has been instrumental in the formation and development of friendship associations in Richmond, Qingdao and Xiamen. These associations are now registered societies committed to the promotion of bilateral relations. The SCC has also worked hard to establish activities that embrace other formal organizations such as the Richmond Public Library, the Government of Canada through the Department of Heritage, a wide variety of business organizations, the Richmond Chamber of Commerce, and Tourism Richmond.

The next three years mark important landmarks for the City of Richmond and its Sister and Friendship Cities:

- in 2012 we celebrate the 45th anniversary of Richmond’s twinning with Pierrefonds, Quebec
- in 2013 we celebrate the 40th anniversary of Richmond’s sister city status with Wakayama, Japan;
- in 2013 we celebrate the 5th anniversary of our signing Friendship agreements with Qingdao and Xiamen, China.

These special, historic, events will be catalysts for a number of official visits from the mentioned cities, as well as reciprocal visits of our city officials. Our recent visits to China and Japan have demonstrated the importance of our face-to-face connections there, promoting cultural awareness, trade, economic development, tourism and education, and sport as well as increasing our understanding of environmental issues and sustainable development. It is important that we acknowledge these milestones through formal activities and continue to work to maintain and enhance our relationships.

Because of the significance of the upcoming milestones in our bilateral relations, the SCC envisions commemorative events that will highlight our continuing relationships. We propose an official visit to Pierrefonds, Borough of Montreal in 2012, and a broader Asian visit in 2013 which will include our celebration of 40 years Sister City status with Wakayama (incorporating a delegation of non-funded community individuals, such as Steveston Kenjinkai) and celebrations of our 5 year Friendship Status with Xiamen and Qingdao. Each of these celebrations will require detailed long-term planning and a

complex schedule that will incorporate non-funded and special funding to reflect the uniqueness of these events.

In addition to a plan that requires travel, the SCC will detail a program of activities, in coordination with our sister and friendship cities, to commemorate these events with a significant monument such as a plaque, the naming of a street or park or dedication of a work of public art.

The 9 Maple Tree Garden that the SCC developed in Qingdao in conjunction with the Friends of Qingdao Association, FII Canada, in Zhongshan Park, is an example of the type of item we envision. Funding would come from a variety of sources. Our preliminary discussions have been for the creation of a significant piece of public art for Richmond.

Other examples: an early spring plan of activity is one in which the SCC will host a number of artists from Xiamen, (covering their own travel costs) who intend to leave the city a photographic legacy that they intend to exhibit. We are currently working with the international affairs office of Wakayama to develop a commemorative book that looks back on our 40-year relationship. We are in discussions with Qingdao to host a Judo delegation. Discussions are taking place with Pierrefonds to jointly promote the unity of Canada.

An additional unique consideration will arise with regard to Xiamen. In 2001 the SCC was charged with the task of researching, establishing and developing a Sister City relationship with a city in China. This resulted in the identification of Xiamen as one of four candidates for that role. It appears and has been confirmed by our latest visit there that it would, indeed, be an excellent fit as a Sister City for Richmond with tremendous opportunities for our community. Our guidelines suggested that over a 5 year friendship relationship next steps should be considered. If Richmond City Council is open to the SCC beginning talks with FAO Xiamen, we will be looking into Xiamen's willingness to progress to Sister City status with Richmond. According to our Terms of Reference, if this undertaking is approved by Xiamen and Richmond's City Councils, we will require funding to appropriately support the change in status of Xiamen from Friendship City to Sister City; and the resulting increase in frequency of events, duration of activity, as well as the initial official signing. As the SCC has come to experience many of our activities are self funded or sponsored; however there is the necessity of City of Richmond resources and participation along with these additional commitments.

There will also be an increase in the SCC activity level due to the new opportunities for connections that presented themselves during Richmond's September 2010 official visit to Japan and China and the celebration of Richmond Day in Shanghai Expo. Our recent trip was very successful, as we continued to strengthen our relations with the cities we visited. For example, immediately on their return the delegation was invited to celebrate one of the Chinese community's three most important celebrations, the mid autumn festival, with the Xiamen Friendship Society.

SCC Chairperson Sylvia Gwozd said, *"This visit in particular demonstrated the importance of "Quanxi" (relationships) in China and its relevance to the success of our activities as a community and the bilateral opportunities that become available. Developing a Friendship or Sister City relationship is a process on a continuum in which a trust is built and one in that both sides must benefit. In the next three years there will be tremendous opportunities to work with our two friendship cities in China: our challenge will be how to best maximize our opportunities given the differences in the size of our communities and everyone's ability to support our activities"*.

Reports from the recent trip headed by Mayor Brodie, and including three councillors, staff members and several Sister City members, indicate that our ongoing friendship relationship with Xiamen and Qingdao is paying off in many different ways.

Linda Barnes, City Councillor and SCC Liaison, noted in the last SCC meeting that on this, her second visit, she felt that the relationships had strengthened and particularly in Xiamen she could identify as "old friends" those who she had met previously. She added that she had heard positive comments from other members of Council who had been on the trip and looked forward to welcoming visitors from these cities back to Richmond.

Tony Kwan, Chairperson of the Richmond Chamber of Commerce stated in the Richmond News (Oct 6, 2010):

The city already has a very good relationship with Xiamen at a political level. We now have serious business links as well, thanks to this visit.

"This was our first trip as a business organization, and I firmly believe it has opened up a lot of business opportunities for our members."

The trip dove-tailed to a certain extent with a City of Richmond delegation -- headed by Mayor Malcolm Brodie on a sister-city mission to Japan ... which joined forces with the chamber for a "Richmond Day" at the Canadian Pavilion at the Shanghai Expo.

Kwan said the presence of the mayor and the city delegation during their meetings with prospective customers went a long way to fostering lucrative partnerships with the Chinese.

"We believe that the City of Richmond has a competitive advantage and having people such as the mayor there shows a united front and sends a powerful message"

Tracy Lakeman CEO of Tourism Richmond said *"Tourism Richmond joined the trip to Qingdao and Shanghai with the Sister City Committee, the City of Richmond and the Chamber of Commerce and it proved to be one more example of why Richmond continues to be a leading municipality in BC. By collaboratively marketing Richmond we presented a vibrant community to potential visitors and businesses in China. Tourism Richmond was given the opportunity to source new contacts through the relationships that the City and the Sister Committee had developed in China and we built upon the relationships we had already established to position Richmond as the home away from home for Chinese visitors."*

Walter Soo, past SCC member and XPO Event Co-Chair, *noted that particularly in Xiamen there was a very strong interest in taking the next step (to Sister City Status) particularly following the very successful Xiamen Philharmonic Orchestra performance in Richmond in 2009 and the formation of the local Xiamen fellowship group. He noted that Xiamen would like to send a cultural delegation to Richmond, and they would also like to promote tourism in their city here. Walter also stressed the need to ensure that we are able to reciprocate the hospitality that we received in China.*

Brian Williams, Ashton Service Group said *"We are fortunate to live in a world where we can now experience new cultures and also know that as the globe gets smaller and smaller we all have the potential to benefit. What so impressed me is the opportunity that exists in trade, friendship and other endeavours between us and those in China."*

Other participants in the trip expressed similar sentiments, noting particularly that the city of Xiamen was extremely welcoming:

- Weiping Liu noted how impressed he was with the construction of a mega-project outside of Xiamen, designed to provide housing for 450,000 people and scheduled to be completed in 3 years.
- Amy Yu commented on the importance of Richmond's reciprocating the hospitality that they received on this visit. She also stated that she had enjoyed meeting the Committee's counterparts and felt that the officials of Xiamen were looking for more cultural and educational visits.
- Wei Liu remarked that the delegation was very well hosted in all cities during the trip. He felt there is a strong interest in youth exchange programs and the promotion of home stays, which, although they are a relatively new concept in China, were possible in both cities.
- Jim Kojima expressed his pleasure at re-visiting the cities, and said that the delegation was very well received. He noted that there was extensive media coverage in both Xiamen and Qingdao in the evening news and the morning papers.
- Richard Toda, Richmond City Staff Liaison, was impressed by the very progressive cities the group visited, and noted that Richmond Day at Shanghai Expo was most successful with around 150 people attending and good media coverage.
- Priscilla Bollo, a Committee member who visited Xiamen and Qingdao on the April, 2008 trip, did not participate this year. She noted that it is very important to have many experienced volunteers (self-funded) to participate in exchanges and support the actual visits in a variety of tasks, ranging from the assistance in translation to cultural understanding. Broad community involvement is the defining difference of our SCC program as compared to other cities' delegations both in the lower mainland and elsewhere. Many other cities only involve politicians or business in official delegations, ours is far more successful and ranked as one of the top in Canada due to the breadth and depth of our community involvement year round and during exchanges. Priscilla reiterated her conviction that broad community involvement continues to be the basic ingredient in the success of a Sister City Program.

The SCC experiences underline the importance of maintaining ongoing contacts with our Sister and Friendship cities and the need for funding to ensure our ability to provide a program that is planned but also one that is able to respond to valuable short term unique opportunities.

2011-2013 Goals and Focus of the SCC

The primary focus for the SCC base program activities with our Sister Cities and Friendship Cities is to assist in building bridges and connections in order to engage the Richmond Community and its Sister/Friendship cities abroad in projects and exchanges that promote cultural awareness, joint learning opportunities, trade and economic development. In 2010 at the request of councillors we added a focus on environmental and sustainable development and it is expected that this will continue to be an important focus in the future. The following outline the goals and focus for the committees work over the next 3 years.

- In order to broaden the community involvement in Sister City and Friendship City relations, the SCC has made strong connections and intends to further develop its working ties with local friendship city associations such as the Xiamen Friendship Society of Canada, Richmond-Qingdao Friendship Association, Qingdao Fellowship Association, Fujianese Friendship Association and Wakayama Kenjinkai. The SCC continues to develop closer liaisons with and recruit people from these organizations to serve as friends and advisors to the SCC. These groups continue to be the source and encouragement for many of the committee's ambitious projects such as the XPO event and the Maple Garden project.

Currently there is preliminary discussion for a fund-raising even in 2011 that will center on a significant cultural event.

- The SCC will in coordination with our sister and friendship cities commemorate our anniversary milestone events with a significant public display such as a community plaque, street banner program, the naming of a street or park or dedication of a work of public art. The recognition item will be determined through joint discussions. Funding will be through a variety of sources including sponsorship.
- The SCC will expand relations with post secondary institutions in Richmond, linking with Kwantlen University, Trinity Western University and BCIT. The Committee will identify and contact point people in each of these institutions.
- Student mentorship and co-op leadership programs; as an outcome of our trip it has been proposed that an international program be developed in conjunction with our SCC and Friendship Cities that will allow short term such as, three month or longer, one year community education/work opportunities be organized within the framework of City Hall. Students from our SCC's who attend post secondary institutions in the lower mainland and who are destined to take on leadership roles in their own cities would be given an opportunity to participate in a summer internship or similar program. In many SCC programs the primary activity centers on a staff or post secondary exchange program.
- In the past year the SCC has worked to broaden its impact and connections by involving and utilizing these partner organizations (Chamber of Commerce, Tourism Richmond and Friendship Societies) to assist and coordinate visiting delegations from their corresponding cities. Regarding our latest Asian trip, the Chinese business community noted in particular the positive synergy between Tourism, the Chamber and SCC and we must encourage and capitalize on this.
- The SCC will work to improve the City Web site and work with International Affairs and Foreign Affairs Office to expand our cities profile.
- The SCC will encourage and develop social networking with our Cities through Facebook, Twitter, etc. in order to encourage contacts between our ordinary citizens.
- The SCC will continue to work with the Richmond Board of Education to reinvigorate School Exchange programs with Wakayama. The SCC is committed to supporting the Richmond School district exchange by providing bus transportation and hosting an event each day of the bi-annual visit.
- The SCC will work with the FAO in our friendship cities to explore opportunities for student exchanges. Preliminary discussions took place during our recent trip to Asia. In Xiamen they indicated that they are particularly interested in culture, education, sport and youth activities. Xiamen gave an example of the 1000+ students from the Philippines that they funded to travel to Xiamen and study Chinese.
- The SCC will continue to work in partnership with the Richmond Public Library. In 2009 we received a large book donation from the City of Xiamen, we reciprocated in 2010 with a donation to their Library. It is intended to continue the exchange of media with our Sister and Friendship Cities. The Librarian of Pierrefonds consulted extensively in regards to the future development of their new wing. It is intended that this wing will be named Richmond Hall on its opening. The SCC plans to dedicate a collection of books focusing on our area to the new collection. Our Olympic Book was presented to the Mayor of Qingdao for preservation in their Olympic Museum.
- In order to support economic development opportunities, the Committee continues to work to complement and enhance the activities of the Economic Development Office of the City of Richmond, the Economic Advisory Committee, and partner organizations such as the Chamber of Commerce, Tourism Richmond and the provincial and federal government economic development offices using the connections established with our Friendship and

Sister Cities. A significant milestone was achieved in the last trip; the Richmond Chamber of Commerce signed a partnership agreement with the Xiamen Chamber of Commerce on September 21, 2010.

- The SCC will encourage Tourism Richmond to develop a unique focus on our Friendship cities; a bilateral approach with the ultimate goal of signing independent agreements such as the Chamber of Commerce of Commerce has. During the last visit the SCC developed a friendship with the new head of Tourism in the City of Xiamen. In addition the SCC will be working to encourage opportunities for visits to Richmond now that the Approved Destination Status (ADS) for Chinese visitors is in place. Xiamen noted that they have key tour operators who are already headquartered in Richmond.
- The SCC will continue to work to establishing programs and clear communication and organizing protocols for visiting delegations from our sister and friendship cities.

Events 2011 – 2013

- In 2012 we celebrate the 45th anniversary of Richmond's twinning with Pierrefonds, Quebec
 - In 2013 we celebrate the 40th anniversary of Richmond's sister city status with Wakayama, Japan;
 - In 2013 we celebrate the 5th anniversary of our signing Friendship agreements with Qingdao and Xiamen, China.
1. An official visit to Pierrefonds, Borough of Montreal is planned for 2012 with a focus on Canadian unity. The last official visit to Pierrefonds in honour of our 40th anniversary took place on June 24, 2007 on St. Jean Baptiste Day. Our delegation participated in the official reception on the porch of Montreal City Hall, at which time we were introduced and welcomed by all the dignitaries in the province of Quebec, and we were given the opportunity to welcome everyone to our Winter Olympics. During this visit it was noted that there are significant memorials to the City of Richmond in the City of Pierrefonds. The street next to City Hall is named Richmond Street. The garden outside the library/city hall complex is Jardin Richmond, dedicated on our 25th anniversary, by then Mayor Greg Halsey-Brandt. Our original letter still hangs inside Pierrefonds City Council Chamber. Mayor Worth last visited Richmond and participated in the Steveston Salmon Festival Parade on July 1, 2006. The SCC hosted Councillor Bert Ward and Councillor Christian Dubois during the 2010 Olympics. We have hosted students and seniors from Pierrefonds during the last 3 years.
 2. A broader Asian visit in 2013 will include our celebration of 40 years Sister City status with Wakayama (incorporating a delegation of non city-funded community individuals, such as Steveston Kenjinkai) and celebrations of our 5 year Friendship Status with Xiamen and Qingdao and should City Council agree a possible signing of an official Sister City status.
As outlined in our budget document it is expected that we will host a number and variety of groups and delegations over the next three years.
 3. In 2011 it is expected that in conjunction with the City of Bakersfield California's 50th anniversary celebration with the City of Wakayama we will host the internationally award winning Wakayama Children's Choir. It is planned that we will work with another Richmond Children's Choir in partnership to provide a unique entertainment opportunity for Richmond children. The visit will be funded in a number of ways, including homestays, self funding, and some sponsorship, however there will be some costs incurred to host an event and transportation for this large delegation.

4. In 2011 the City of Qingdao, host of the 2008 Sailing Olympics, and home of the winner of the Silver medal in Women's Judo (with the assistance of our own Jim Kojima) will send a judo delegation to visit Richmond. Some small facility costs will be covered.
5. Xiamen Cultural Delegation will visit Canada between Nov 2010 and Jan 2011. In order to further enhance the friendship between Xiamen and Richmond, Canada, a Xiamen Culture Delegation headed by Mrs. ZHANG Ping, Executive Vice President of Xiamen Federation of Literary and Art Circles plans to make a five-day visit to Richmond and Canada between Nov 2010 and Jan 2011. During their stay in Richmond and Canada, the delegation would like to meet officials responsible for sister-city relations and international cultural cooperation to discuss possibilities of organizing artists exchange between both cities and invite Canadian artists to visit Xiamen for artist residency program ranging from 2 weeks to 2 months, in which Xiamen side will host their accommodation, meals, workshops and exhibitions during their stay in Xiamen. Moreover, the delegation will bring with 30-framed photos showcasing the social, cultural and economic development of Xiamen in recent years. A photo exhibition can be organized during their stay in Richmond, and afterwards the photos will be offered as a gift from Xiamen. All expenses occurred during this trip including international airfare and medical insurance will be borne by the delegation itself. The Name-list of the Delegation:
 1. Mrs. ZHANG Ping, Delegation Head, Executive Vice President of Xiamen Federation of Literary and Art Circles
 2. Mr. HONG Longquan, President of Xiang'an District Federation of Literary and Art Circles
 3. Mr. LIN Zhaohui, President of Jimei District Federation of Literary and Art Circles
 4. Mr. LI Shixiong, Photographer, Vice President of Xiamen Photographers Association
 5. Mr. YANG Jingchu, Photographer, Member of Xiamen Photographers Association
 6. Mrs. ZHU Luqi, Chief of Liaison Department, Xiamen Literature Journal

Other activities will come forward and as a result general hosting amounts according to policy have been allocated. Should these visits not take place the funding will remain in place and role over into following years.

Ongoing planning

As ongoing activities for the following three years we will need to:

- a. Continual development of detail to support the SCC plan and budget, to be approved by senior staff
- b. Improve Sister City and Friendship Committee presence on the City website and work to provide our information in various languages (French version for Pierrefonds, Japanese version for Wakayama, Chinese for Xiamen and Qingdao). Create reciprocal links to sister and friendship cities (See Wakayama's website);
- c. Continue to develop an archiving program and SCC promotional material;
- d. Establish SCC fund raising initiatives to develop the means to maintain, beyond the three-year sister city government funding program, the activities of our sister/friendship cities
- e. Review our status with Xiamen and Qingdao as friendship cities and determine if there is substantive basis to graduate either or both cities into full-fledged sister city status. Determine the interest of each city in becoming a Sister City. As well, continue to maintain casual relations with Yantai/Yangzhou to assess if there is value in developing further relations with SCC.

- f. Identify actual dates for trips and visits to allow for adequate detail and complex planning
- g. Continue to look for mutually beneficial activities for our cities.
- h. Focus on the upcoming anniversaries and commemorations of them
- i. Be aware of the need for ongoing cultural awareness training due to the periodical addition of new members to the Committee or to delegations it accompanies.

Long-term consideration

The Sister City Committee is mindful that it took a seven-year process to establish Friendship Cities in China. Should Council decide that the program should be expanded to another country such as India or the Philippines, the Committee should be directed accordingly at the earliest opportunity so that planning for the selection process can commence.

Recommendations to enhance operational and cultural effectiveness:

The Sister City program has experienced much positive growth in the past years. Liaisons have been developed between it and the Chamber of Commerce and Tourism and with the encouragement of the SCC, Friendship Associations of citizens with ties to Xiamen and Qingdao have developed. Each of these relationships has increased the City of Richmond's ability to create and maintain effective economic, cultural and educational ties with our Asian Sister and Friendship cities and to serve our local community members more effectively.

As outcomes from our recent Asian visit the following recommendations for our improved performance are presented:

For cost effectiveness it is recommended that approval be given by Council based on a 3-year budget plan, allowing detailed activity plans to be approved by Senior Management of the City.

- We need to be prepared for inquiries from visitors regarding our political and operational models. Of particular interest are government and private roles in our Economic, Cultural, Sports, Educational and Tourism agencies. For example: Why are SCC members volunteers? Does this make them less important? Ans.: No it is our custom to recognize community members by naming them to voluntary posts. These appointments are made by Richmond Council and are an honour to their recipients.
- Our most recent trip to Asia underlined the need for SCC members and those of other participating groups to have skills in the language of the country being visited even though we are often provided translators. Opportunities are being lost by our inability on a regular basis to communicate with our friends in Mandarin. It is clear that our hosts have researched us extensively before we visit or we meet visitors. Our friendship foreign affairs offices have staff of 50 to 60 in their office, dedicated to each region of the world.
- It is important that we clearly identify to our hosts our areas of interest. This trip was most successful in that there was a good mix of programming focusing on issues such as: culture, sustainable development, environment, economy, education and tourism. We encourage even more input from a broader range of members to ensure that our time is used to maximum effectiveness in conjunction with Richmond's goals.
- Cultural awareness continues to be a challenge to visiting delegations. Our delegations are advised to recognize that in Asian countries there are issues around formality, hierarchy and gender, which are foreign to Canadians. Failure to recognize important rules of etiquette can result in misunderstandings and unintended insults to our hosts. In addition, we would encourage ongoing education of how Chinese and Japanese business is conducted- Quanxi.
- It cannot be emphasized enough the value to business and all segments of international relations that the attendance of the Mayor and Councillors bring on trips to Sister and Friendship cities. It is of vital importance, a validation of the significance placed on the visit

and has proven to be a major factor contributing to the success of recent visits. The dignitaries' attendance conveys to the Sister and Friendship cities the extent of Richmond's commitment to them.

The Richmond Sister City Committee would like to thank the foresight and vision of our political leaders, as well as all of the staff in the City of Richmond who work tirelessly to support the complex activities that we have undertaken since our last budget approval in 2008.

As a committee we have grown tremendously and take pride in being considered one of the most active Sister Cities in Canada. Our work now embraces so many community and business organizations in Richmond to whom we are most grateful and who we credit with much of the success of twinning activities.

We would like to take the opportunity to thank the Sister City Committee and Friendship organizations in Pierrefonds, Wakayama, Xiamen, and Qingdao, and in particular the Foreign and International Affairs staff of all of these cities.

A huge thank you to all of you, from The Richmond Sister City Committee!

SUMMARY OF 2011 – 2013 BUDGET

	<u>Pierrefonds</u>	<u>Wakayama</u>	<u>Qingdao</u>	<u>Xiamen</u>
2011	\$10,260.00	\$21,700.00	\$3,000.00	
		\$7,500.00	\$13,000.00	\$13,000.00
2012	\$11,400.00	\$23,300.00		
		\$7,500.00	\$13,000.00	\$13,000.00
2013	\$ 2,000.00	\$20,750.00	\$13,000.00	\$13,000.00
		\$7,500.00	\$20,750.00	\$20,750.00
	\$23,660.00	\$88,250.00	\$62,750.00	\$59,750.00
<u>TOTAL</u>				<u>\$234,410.00</u>
Less: Special Budget				<u>\$ 84,410.00</u>
<u>Net Budget for 2011 to 2013</u>				<u>\$150,000.00</u>

ADMINISTRATION:

3 years times \$10,000.00 per year = \$30,000.00

Special Budget for the following events:

45 th Anniversary of Pierrefonds in 2012	\$21,660.00
40 th Anniversary of Wakayama City in 2012 & 2013	\$42,000.00
5 th Anniversary for Qingdao	\$10,375.00
5 th Anniversary of Xiamen	<u>\$10,375.00</u>
<u>TOTAL Special Budget</u>	<u>\$84,410.00</u>

Special consideration to commemorate:

Pierrefonds 45th Anniversary with a naming of a road or park. Plaque.

Wakayama 40th Anniversary with the naming of a road or park. Plaque.

Qingdao & Xiamen the 5th Anniversary with a road.

2011 – 2013 PROGRAMS
PIERREFONDS, QUEBEC

	<u>2011</u>	<u>2012</u>	<u>2013</u>
<u>45 Anniversary</u>			
Visit by Pierrefonds – 3 days			
Dinner - \$75.00 X 50 X2 =	\$7,500.00		
Luncheons - \$30.00 X 22 X 1 =	\$ 660.00		
Tours & Bus	\$1,600.00		
Gifts	\$ 500.00		
	\$10,260.00		
Visit by Richmond – 3 Days			
Airfare \$850.00 X 8=	\$6,800.00		
Hotel \$150.00 X 8 X 3=	3,600.00		
Gifts	500.00		
Misc.	500.00		
	\$ 11,400.00		
Special event for 2013			\$2,000.00
<u>TOTAL</u>			<u>\$23,660.00</u>

***1 dinner hosted by a Richmond Group.

Memorial Plaque, street name, park Additional \$5,000.00

Look at the possibility of School Exchanges in the future.

***This \$21,660 should be covered by a Special Budget for the 45th Anniversary of our Twinning with Pierrefonds.

2011 – 2013 PROGRAMS
WAKAYAMA, JAPAN

	<u>2011</u>	<u>2012</u>	<u>2013</u>
Wakayama Choir	\$21,700.00		
School Exchange	<u>7,500.00</u>		
Wakayama Official Visit – 40th		\$23,300.00	
School Exchange		<u>\$7,500.00</u>	
Richmond Visit Wakayama 40 th Anniv.			\$20,750.00***
School Exchange			<u>\$7,500.00</u>
TOTAL	\$29,200.00	\$30,800.00	\$28,250.00
TOTAL 2011 to 2013			\$88,250.00

Memorial Plaque, Street Name, Park – Additional \$5,000.00

***This \$20,750 should be covered under a Special Budget for the 40th Anniversary of Wakayama City & Richmond.

Working Papers:

Choir:

Lunch	- \$30.00 X 50 X 3 =	\$ 4,500.00
Dinner	\$75.00 X 100 X 2 =	\$15,000.00
Bus	\$600.00 X 2 =	\$ 1,200.00
Gifts		<u>\$ 1,000.00</u>
TOTAL		\$21,700.00

***1 Dinner hosted by Richmond Group

40th Anniversary - Wakayama Official Visit to Richmond: 3 days

Luncheons	\$30.00 X 50 X 3 =	\$ 4,500.00
Dinner	\$75.00 X 100 X 2 =	\$15,000.00
Bus	\$600.00 X 3 =	\$1,800.00
Gifts		<u>\$ 2,000.00</u>
TOTAL		\$23,300.00

***1 Dinner hosted by Richmond Group

Richmond Official Visit to Wakayama:

Airfare	\$1,500.00 X 10 =	\$15,000.00
Hotel	\$125.00 X 10 X 3 =	\$ 3,750.00
Gifts		<u>\$ 2,000.00</u>
TOTAL		\$20,750.00

2011 – 2013 PROGRAM
QINGDAO, CHINA

	<u>2011</u>	<u>2012</u>	<u>2013</u>
Judo Exchange	\$ 3,000.00		
Visits X 2	\$13,000.00		
Visits X 2		\$13,000.00	
5 th Anniversary Visit			\$20,750.00
Visits X 2			\$13,000.00
TOTAL	\$16,000.00	\$13,000.00	\$33,750.00
TOTAL 2011 – 2013			\$62,750.00

Working Papers

5th Anniversary visit to Qingdao:

Airfare	\$1,500.00 X 10 =	\$15,000.00
Hotel	\$125.00 X 10 X 3 =	\$ 3,750.00
Gifts		\$ 1,000.00
Miscellaneous		<u>\$ 1,000.00</u>
TOTAL		\$20,750.00

2012 Visit #1 – 2 days X 2 visits

Luncheon -\$30.00 X 15 X 2=	\$ 900.00
Dinner -\$75.00 X 40 X 1=	3,000.00
Bus - \$800.00 X 2=	1,600.00
Gifts	<u>1,000.00</u>
TOTAL	\$6,500.00
<u>\$6,500.00 X 2 =</u>	<u>\$13,000.00</u>

***2 dinner hosted by Richmond Group

***This \$20,750.00 should be covered by a Special Budget for the 5th Anniversary to Qingdao and Richmond becoming a Friendship City.

2011 – 2013 PROGRAM
XIAMEN, CHINA

	<u>2011</u>	<u>2012</u>	<u>2013</u>
Visits X 2	\$13,000.00	\$13,000.00	\$13,000.00
5 th Anniversary Visit			\$20,750.00
TOTAL	\$13,000.00	\$13,000.00	\$33,750.00
TOTAL 2011 – 2013			\$59,750.00

Working Papers:

2 Visits per year from Xiamen:

Lunch	\$30.00 X 15 X 2 = \$	900.00
Dinner	\$75.00 X 40 X 2 =	\$ 3,000.00
Bus	\$800.00 X 2 =	1,600.00
Gifts		<u>\$ 1,000.00</u>
TOTAL		\$6,500.00
Total for 2 visits - \$6,500.00 X 2 =		\$13,000.00

5th Anniversary visit to Xiamen

Airfare	\$1,500.00 X 10 =	\$15,000.00
Hotel	\$125.00 X 10 X 3 =	\$ 3,750.00
Gifts		\$ 1,000.00
Miscellaneous		<u>\$ 1,000.00</u>
TOTAL		\$20,750.00

***This \$20,750.00 should be covered under a Special Budget for the 5th Anniversary of our Friendship between Xiamen and Richmond.

***The Sister City will be starting discussion whether Xiamen would like to become a Sister City. This will take approximately 2 years to finalize this with a recommendation to Mayor & Council and the approval by both Cities. If this happens then the Budget for 3 years should increase by \$20,000.00.