



# City of Richmond

## Report to Committee

**To:** General Purposes Committee **Date:** December 7, 2016  
**From:** Amarjeet S. Rattan **File:** 01-0100-30-SCIT1-01/2016-Vol 01  
 Director, Intergovernmental Relations and Protocol Unit  
**Re:** **Sister City Advisory Committee Two Year Activity Plan (2017-2018)**

### Staff Recommendation

- 1) That the report titled "Sister City Advisory Committee Two Year Activity Plan (2017-2018)", dated December 7, 2016, from the Director of Intergovernmental Relations, be approved.
- 2) That the 2017-2018 Sister City Advisory Committee Program Activity budget of \$56,500 be funded from the Rate Stabilization Account and included in the 5 Year Financial Plan (2017-2021).

Amarjeet S. Rattan  
 Director, Intergovernmental Relations and Protocol Unit  
 (604-247-4686)

Att. 1

REPORT CONCURRENCE		
<b>ROUTED TO:</b> Finance Department	<b>CONCURRENCE</b> <input checked="" type="checkbox"/>	<b>CONCURRENCE OF GENERAL MANAGER</b> <i>(ACTING)</i> 
<b>REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE</b>	<b>INITIALS:</b> DW	<b>APPROVED BY CAO</b> 

## Staff Report

### Origin

The Richmond Sister City Advisory Committee (SCAC) currently has a Three Year Activity Plan (2014-2016) which concludes on December 31, 2016. As Council terms are now four years, the SCAC will provide four year plans to align with Council terms starting in 2019. In the meantime a two year interim plan (2017-2018) is being provided with this report.

### Findings of Fact

The City of Richmond has enjoyed a sister city relationship with Pierrefonds, Quebec since 1967 and Wakayama, Japan since 1973. The City of Richmond formed a friendship city relationship with Qingdao, China in 2008 and a Sister City relationship with Xiamen, China in 2012.

The Sister City Committee Advisory Committee (SCAC) completed a very active 2014-2016 program which was supported with a Program Activity Budget of \$220,000 and the annual Sister City Program (SCP) Administration Operating Budget of \$11,000. Some of the SCAC activities during this period included:

- (2014) SCAC members and Richmond Chamber of Commerce representatives hosted the China International Fair for Investment and Trade (CIFIT) delegation from Xiamen.
- (2014-2015) The SCAC partnered with the Wakayama Sister City Affiliation Committee on the production of book to commemorate 40th Anniversary
- (2015) Supported the Richmond Youth Honour Choir gala visit to Japan
- (2015) SCAC Electronic Information Display unveiled at City Hall, showcasing various SCAC activities and providing information on Richmond's sister/friendship cities.
- (2016) Hosted the Wakayama Official Delegation visit to Richmond
- (2016) Organized the inaugural Sister City Youth Table Tennis Tournament
- (2016) SCAC and Richmond School Board hosted the Xiamen Sports Delegation visit to Richmond

### Analysis

The next two year plan (2017-2018) offers many opportunities to further develop and strengthen our Sister/Friendship City relationships through official visits and student, sport and cultural exchanges.

### 2017-2018 Goals and Focus of the SCAC

In accordance with the SCP Objectives, the primary focus for the proposed SCAC base program activities with our sister cities and friendship cities will be to foster activities with the Richmond community and its sister/friendship cities in projects and youth exchanges that promote cultural awareness and joint learning opportunities.

The proposed SCAC 2017-2018 Program Activity Budget is \$56,500, along with the annual SCP Administration Operating Budget of \$11,000. This proposed activity budget was recently endorsed by the SCAC for presentation to Council. (**Attachment 1**)

### **Sister/Friendship City Anniversary Milestones**

The SCAC is proposing an allocation of \$10,000 to be used in commemorating some or all of the following anniversary milestones:

Pierrefonds – 2017 will be the 50<sup>th</sup> Anniversary

Wakayama – 2018 will be the 45<sup>th</sup> Anniversary

Xiamen – 2017 will be 5<sup>th</sup> Anniversary

Qingdao – 2018 will be 10<sup>th</sup> Year Anniversary

### **Pierrefonds**

This is Richmond's longest Sister City relationship, and our 45<sup>th</sup> Anniversary was marked by photo and painting gift exchanges in 2012. In 2002 the City of Pierrefonds ceased to be a separate municipality and instead became a borough of Montreal. The SCAC initiated discussions in 2016 with the new Mayor, as to their interest in retaining and developing an active Sister City relationship. The SCAC reported that there appeared to be no interest from Pierrefonds to plan future activities with Richmond and this is reflected in the attached 2017-2018 program activities and budget.

### **Wakayama**

The City, through the SCAC, has contributed financially each year to support the very successful annual Wakayama/Richmond student exchange program. This is proposed to continue for the 2017-2018 period with an annual contribution of \$7,000. In addition the SCAC is proposing to provide \$7,000 to support the Steveston Judo Club who will be sending a group of 25 students to Wakayama in 2018.

### **Xiamen and Qingdao**

One of the challenges in nurturing the relatively new China relationships is the emphasis of their government officials to initiate business related activities, as opposed to community and educational type of activities. For this reason, the SCAC plans to foster more youth related sport and cultural exchange initiatives to allow community relationships to develop.

The SCAC wishes to continue an annual Sister-Friendship Cities Youth Table Tennis Tournament. The two day tournament was first held at the Richmond Olympic Oval in 2016. The SCAC invited teams from Qingdao and Xiamen to send high school students to Richmond to compete with our local students. The SCAC is in discussion with Qingdao to be the 2017 host for this tournament. The SCAC is proposing an annual contribution of \$8,000 for this event, with Richmond hosting each alternate year.

The SCAC is also proposing to allocate \$2,500 in 2018 to invite artists from Xiamen to come to Richmond and host a multicultural exchange with our local artists. Xiamen has many famous artists and the SCAC would like to invite some of them to meet with our local artists for a cultural exchange and create artwork to display in an exhibition at a local community center.

### **Annual Salmon Festival and Canada Day Parade**

Each year the SCAC organizes community members to join them in marching in the Canada Day Parade. The SCAC is proposing an annual allocation of \$1,500 towards the cost of flags, banners and t-shirts that are used for this event.

### **Financial Impact**

The SCP has had an annual Administration Operating Budget of \$11,000, which is part of the City's annual base budget. The 2017-2018 Administration Operating Budget remains at \$11,000 annually.

The SCAC 2014-2016 Program Activity Budget of \$220,000 was funded from surplus from the 2013 budget. The proposed 2017-2018 SCAC Program Activity budget is \$56,500. The 2017-2018 Program Activity budget of \$56,500 is proposed to be funded from the Rate Stabilization Account and included in the 5 Year Financial Plan (2017-2021).

### **Conclusion**

The Sister City Program is a valued and long-standing City initiative. The program is supported by the Sister City Advisory Committee, a dedicated group of community volunteers who are very committed to achieving the SCP goals. The approval of the 2017-2018 Two Year Plan will set clear direction for the Sister City Advisory Committee to maintain robust and meaningful Sister and Friendship City relationships.



Amarjeet S. Rattan  
Director, Intergovernmental Relations and Protocol Unit  
(604-247-4686)

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Att. 1: Two Year (2017-2018) Activity Plan Budget

**Sister City Advisory Committee  
Two year (2017 – 2018) Activity Plan Budget**

The Sister City Committee Advisory Committee (SCAC) completed a very active 2014-2016 program which was supported with an activity budget of \$220, 00. Some of the activities during this period included:

- (2014) SCAC members and Richmond Chamber of Commerce representatives hosted the China International Fair for Investment and Trade (CIFIT) delegation from Xiamen.
- (2014-2015)The SCAC partnered with the Wakayama Sister City Affiliation Committee on the production of book to commemorate 40th Anniversary
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The next two year (2017 – 2018) offers many opportunities to further develop and strengthen our Sister/Friendship City relationships through official visits, student, sport and cultural exchanges.

An activity budget allocation of \$56,500 is proposed for this period. The following sections provide budget information for engagement activities that the SCAC plans to carry out for 2017-2018.

**Richmond Sister City Advisory Committee  
Two Year (2017 -2018) Program Activity Budget**

**SUMMARY OF 2017 – 2018 SCAC PROGRAM ACTIVITY BUDGET**

	<b><u>Pierrefonds</u></b>	<b><u>Wakayama</u></b>	<b><u>Xiamen</u></b>	<b><u>Qingdao</u></b>	
2017	\$500.00	\$7,500.00	\$4,500.00	\$4,500.00	
2018	\$500.00	\$14,500.00	\$7,000.00	\$4,500.00	
Subtotal	<b>\$1,000.00</b>	<b>\$22,000.00</b>	<b>\$11,500.00</b>	<b>\$9,000.00</b>	
<b>TOTAL</b>					<b><u>\$43,500.00</u></b>

**SCAC SPECIAL ACTIVITY BUDGET:**

Sister/Friendship City Anniversary Milestone Commemorations	\$10,000.00
SCAC Canada Day Parade Participation – (\$1,500 per year)	\$ 3,000.00
<b><u>TOTAL</u></b>	<b><u>\$13,000.00</u></b>

**TOTAL 2017 – 2018 SCAC PROGRAM ACITIVITY BUDGET \$56,500.00**

**SISTER CITY PROGRAM ADMINISTRATION:**

2 years @ \$11,000.00 per year

**\$22,000.00**

**2017 – 2018 SCAC PROGRAM ACTIVITY BUDGET**

**PIERREFONDS, QUEBEC**

	<u>2017</u>	<u>2018</u>	
Annual City to City Recognition Exchange	\$500.00	\$500.00	
<b>TOTAL (Pierrefonds 2017 to 2018)</b>			<b>\$1,000.00</b>

**WAKAYAMA, JAPAN**

	<u>2017</u>	<u>2018</u>	
Annual School Exchange Program	\$7,000.00	\$7,000.00	
Steveston Judo Club Visit to Wakayama		\$7,000.00	
Annual City to City Recognition Exchange	\$ 500.00	\$500.00	
<b>Subtotal</b>	<b>\$7,500.00</b>	<b>\$14,500.00</b>	
<b>TOTAL (Wakayama 2017 to 2018)</b>			<b>\$22,000.00</b>

**XIAMEN, CHINA**

	<u>2017</u>	<u>2018</u>	
Youth Table Tennis Tournament	\$4,000.00	\$4,000.00	
Summer Youth Art Competition		\$2,500.00	
Annual City to City Recognition Exchange	\$ 500.00	\$ 500.00	
<b>Subtotal</b>	<b>\$4,500.00</b>	<b>\$7,000.00</b>	
<b>TOTAL (Xiamen 2017 to 2018)</b>			<b>\$11,500.00</b>

**QINGDAO, CHINA**

	<u>2017</u>	<u>2018</u>	
Youth Table Tennis Tournament	\$4,000.00	\$4,000.00	
Annual City to City Recognition Exchange	\$ 500.00	\$ 500.00	
<b>Subtotal</b>	<b>\$4,500.00</b>	<b>\$4,500.00</b>	
<b>TOTAL (Qingdao 2017 to 2018)</b>			<b>\$9,000.00</b>