



**City Council**

**Council Chambers, City Hall  
6911 No. 3 Road**

**Monday, January 11, 2016  
7:00 p.m.**

Pg. #      ITEM

MINUTES

1. *Motion to:*

- (1) *adopt the minutes of the Regular Council meeting held on December 14, 2015 (distributed previously); and*
- (2) *adopt the **minutes** of the Regular Council meeting for Public Hearings held on December 15, 2016 (Schedules on file, City Clerk's Office).*

CNCL-6



AGENDA ADDITIONS & DELETIONS

PRESENTATION

Ivy Wong, Manager, Revenue, to present the Property Tax 101 video.

COMMITTEE OF THE WHOLE

2. *Motion to resolve into Committee of the Whole to hear delegations on agenda items.*



3. Delegations from the floor on Agenda items.

**(PLEASE NOTE THAT FOR LEGAL REASONS, DELEGATIONS ARE NOT PERMITTED ON ZONING OR OCP AMENDMENT BYLAWS WHICH ARE TO BE ADOPTED.)**

4. *Motion to rise and report.*



## RATIFICATION OF COMMITTEE ACTION

## CONSENT AGENDA

**(PLEASE NOTE THAT ITEMS APPEARING ON THE CONSENT AGENDA WHICH PRESENT A CONFLICT OF INTEREST FOR COUNCIL MEMBERS MUST BE REMOVED FROM THE CONSENT AGENDA AND CONSIDERED SEPARATELY.)**

## CONSENT AGENDA HIGHLIGHTS

- Receipt of Committee minutes
- Kiwanis Towers – Amendment to Contribution Agreement, Dated November 9, 2012, and Amended March 24, 2015, Between the City and Richmond Kiwanis Senior Citizens Housing Society (The “Society”) Regarding the 296 Subsidized Senior Housing Units at 7378 Gollner Avenue (Formerly 6251 Minoru Boulevard)
- Sale of Park Bylaw No. 9501 (11191 Twigg Place) and Alternative Approval Process

5. *Motion to adopt Items No. 6 through No. 8 by general consent.*



6. **COMMITTEE MINUTES**

*That the minutes of:*

- CNCL-12 (1) the **Special Finance Committee** meeting held on December 14, 2015;
- CNCL-16 (2) the **Community Safety Committee** meeting held on December 15, 2015;

CNCL-22 (3) the **General Purposes Committee** meeting held on January 4, 2016; be received for information.



Consent  
Agenda  
Item

7. **KIWANIS TOWERS – AMENDMENT TO CONTRIBUTION AGREEMENT, DATED NOVEMBER 9, 2012, AND AMENDED MARCH 24, 2015, BETWEEN THE CITY AND RICHMOND KIWANIS SENIOR CITIZENS HOUSING SOCIETY (THE “SOCIETY”) REGARDING THE 296 SUBSIDIZED SENIOR HOUSING UNITS AT 7378 GOLLNER AVENUE (FORMERLY 6251 MINORU BOULEVARD)**

(File Ref. No. 08-4057-01) (REDMS No. 4809750 v. 14)

CNCL-27

See Page CNCL-27 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That the Affordable Housing Contribution Agreement dated November 9, 2012 amended March 24, 2015, between the City and Richmond Kiwanis Senior Citizens Housing Society (the “Society”) regarding the 296 subsidized senior housing units at 7378 Gollner Avenue (formerly 6251 Minoru Boulevard) (the “Contribution Agreement”) be amended as follows:*
- (a) *the fourth disbursement of \$1,860,778 be reduced to \$1,397,469;*
  - (b) *insertion of a fifth disbursement in the amount of \$463,309;*
  - (c) *increase in the City’s maximum contribution to the cost incurred to construct or install City infrastructure services associated with the Seniors Housing Units from a maximum of \$454,350 to a maximum of \$701,839; and*
  - (d) *a reduction in the City’s maximum contributions to the costs relating to development cost charges and building permit fees to offset the increase referred to in Recommendation 1c; and*
- (2) *That the Chief Administrative Officer and the General Manager, Community Services, be authorized on behalf of the City to:*
- (a) *negotiate and execute all amendments to the Contribution Agreement and other agreements and documents in relation to the disbursements and revised payment schedule; and*
  - (b) *disburse the amounts as stated in Resolution 1 above once the conditions precedent to their payment in accordance with the Contribution Agreement have been met.*



Consent  
Agenda  
Item

8. **SALE OF PARK BYLAW NO. 9501 (11191 TWIGG PLACE) AND  
ALTERNATIVE APPROVAL PROCESS**

(File Ref. No. 12-8060-20-009501) (REDMS No. 4813806 v. 2)

CNCL-36

See Page CNCL-36 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That 11191 Twigg Place -- Sale of Park Bylaw No. 9501 (11191 Twigg Place), which authorizes the sale of 11191 River Road to River Road Investments Ltd. for \$5,125,000 be introduced and given First, Second and Third readings; and*
- (2) *That, following third reading of 11191 Twigg Road - Sale of Park Bylaw No. 9501, an Alternative Approval Process be conducted under the following parameters:*
  - (a) *the deadline for receiving completed elector response forms is 5:00 pm (PST) on Monday, February 22, 2016;*
  - (b) *the elector response form is substantially in the form as found in Attachment 4 to the staff report titled "Sale of Park Bylaw No. 9501 (11191 Twigg Place) and Alternative Approval Process" dated November 30, 2015 from the General Manager Finance and Corporate Services; and*
  - (c) *the number of eligible electors is determined to be 124,185 and the ten percent threshold for the AAP is determined to be 12,419.*



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CONSIDERATION OF MATTERS REMOVED FROM THE  
CONSENT AGENDA

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PUBLIC ANNOUNCEMENTS AND EVENTS

Pg. #      ITEM

NEW BUSINESS

BYLAWS FOR ADOPTION

**CNCL-46**      Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 9244**  
(9840 Seaton Court, RZ 14-665401)  
Opposed at 1<sup>st</sup> Reading – None.  
Opposed at 2<sup>nd</sup>/3<sup>rd</sup> Readings – Cllr. Day

☐

ADJOURNMENT

☐



**Regular Council meeting for Public Hearings  
Tuesday, December 15, 2015**

Place: Council Chambers  
Richmond City Hall

Present: Mayor Malcolm D. Brodie  
Councillor Chak Au  
Councillor Derek Dang  
Councillor Carol Day  
Councillor Alexa Loo  
Councillor Bill McNulty  
Councillor Linda McPhail  
Councillor Harold Steves

Michelle Jansson, Acting Corporate Officer

Absent: Councillor Ken Johnston

Call to Order: Mayor Brodie opened the proceedings at 7:00 p.m.

1. **RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9291  
(RZ 14-674043)**

(Location: 7180 Railway Avenue; Applicant: Landcraft Homes Ltd.)

*Applicant's Comments:*

The applicant was available to respond to queries.

*Written Submissions:*

(a) Jaswant Bhopal, 9291 Gormond Road (Schedule 1)

(b) Vladimír Charvat, 7155 Lindsay Road (Schedule 2)

*Submissions from the floor:*

None.

PH15/11-1

It was moved and seconded

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 9291 be given  
second and third readings.*

**CARRIED**



**Regular Council meeting for Public Hearings  
Tuesday, December 15, 2015**

**2. RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9491  
(RZ 11-578758)**

(Location: 6571/6573 No. 4 Road; Applicant: Anwer Kamal)

*Applicant's Comments:*

The applicant was available to respond to queries.

*Written Submissions:*

None.

*Submissions from the floor:*

None.

PH15/11-2

It was moved and seconded

***That Richmond Zoning Bylaw 8500, Amendment Bylaw 9491 be given  
second and third readings.***

**CARRIED**

**3. RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9500  
(ZT 15-710092)**

(Location: 7400 River Road; Applicant: City of Richmond)

*Applicant's Comments:*

The applicant was available to respond to queries.

*Written Submissions:*

None.

*Submissions from the floor:*

None.

PH15/11-3

It was moved and seconded

***That Richmond Zoning Bylaw 8500, Amendment Bylaw 9500 be given  
second and third readings.***

**CARRIED**

PH15/11-4

It was moved and seconded

***That Richmond Zoning Bylaw 8500, Amendment Bylaw 9500 be adopted.***

**CARRIED**



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**4. RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9503  
(ZT 15-710920)**

(Location: 2760 Sweden Way; Applicant: Pacific Land Resource Group Inc.)

*Applicant's Comments:*

The applicant was available to respond to queries.

*Written Submissions:*

(a) Michael Cukoff, 6 Staples Avenue, Richmond Hill, ON (Schedule 3)

*Submissions from the floor:*

None.

PH15/11-5

It was moved and seconded

***That Richmond Zoning Bylaw 8500, Amendment Bylaw 9503 be given second and third readings.***

**CARRIED**

**5. RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9504  
(RZ 15-693376)**

(Location: 10340 Odlin Road; Applicant: CIS Homes Ltd.)

*Applicant's Comments:*

The applicant was available to respond to queries.

*Written Submissions:*

None.

*Submissions from the floor:*

None.

PH15/11-6

It was moved and seconded

***That Richmond Zoning Bylaw 8500, Amendment Bylaw 9504 be given second and third readings.***

**CARRIED**



**Regular Council meeting for Public Hearings  
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**6. RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9505  
(RZ 15-703150)**

(Location: 9131 Steveston Highway; Applicant: Maryem Ahbib)

*Applicant's Comments:*

The applicant was available to respond to queries.

*Written Submissions:*

- (a) Qaiser Iqbal, Naureen Qaiser, Anandraj Dorairaj, and Nisha Cyril, 9093 and 9097 Steveston Highway (Schedule 4)
- (b) Anandraj Dorairaj, and Nisha Cyril, 9097 Steveston Highway (Schedule 5)
- (c) Jianxing Zhuo, 9091 Steveston Highway (Schedule 6)
- (d) Jie Feng, 9091 Steveston Highway (Schedule 7)
- (e) Qaiser Iqbal and Naureen Qaiser, 9093 Steveston Highway (Schedule 8)
- (f) Memorandum, Director of Development, November 19, 2015 (Schedule 9)
- (g) Qaiser Iqbal, Naureen Qaiser, Anandraj Dorairaj, and Nisha Cyril, 9093 and 9097 Steveston Highway (Schedule 10)
- (h) Wing Lam, Wai Li, and Peter Tsang, 9099 Steveston Highway (Schedule 11)
- (i) Qaiser Iqbal, 9093 Steveston Highway (Schedule 12)
- (j) Memorandum, Director, Development, December 10, 2015 (Schedule 13)
- (k) Qaiser Iqbal, 9093 Steveston Highway (Schedule 14)
- (l) Peter Tsang, Wing Lam, and Wai Li, 9099 Steveston Highway (Schedule 15)
- (m) Alex Sweezey, Goodwin and Mark LLP (Schedule 16)
- (n) Qaisar Iqbal, et al., 9091-9099 Steveston Highway (Schedule 17)
- (o) Qaiser Iqbal, 9093 Steveston Highway (Schedule 18)
- (p) Qaiser Iqbal, Naureen Qaiser, Taha Qaiser, and Yusra Qaiser, 9093 Steveston Highway (Schedule 19)



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- (q) Nisha Anand, 9097 Steveston Highway (Schedule 20)
- (r) Anandraj Dorairaj and Nisha Cyril, 9097 Steveston Highway (Schedule 21)

*Submissions from the floor:*

Peter Tsang, 9099 Steveston Highway, expressed concern that the width of the proposed driveway is insufficient to accommodate two vehicles travelling in opposite directions, resulting in congestion on Steveston Highway and the increased risk of a vehicular accident. The proximity of the proposed driveway to a bus stop and cyclists presents additional risks.

Mr. Tsang suggested that access to 9131 Steveston Highway be provided by extending the rear access lane east to Mortfield Gate, rather than directly onto Steveston Highway. Mr. Tsang provided examples of other housing developments that provide access through a rear lane rather than directly to an arterial road.

Discussion ensued regarding the access to the four neighbouring properties and the safety of the proposed driveway directly accessing Steveston Highway.

Staff confirmed that the rear lane connecting to Mortfield Gate would be constructed when the properties are redeveloped which would enable the dedication of the road allowance. The four properties currently with rear lane access were subdivided from one large lot where access through a rear lane was a condition of the approval of the subdivision.

Anandraj Dorairaj, 9097 Steveston Highway spoke in opposition to the application, commenting that the anterior lane adjacent to his property has not reached Steveston Highway after many years. No effort has been made to implement a permanent solution to provide access to the adjoining properties. Mr. Dorairaj remarked that there should be fewer driveways directly accessing Steveston Highway and causing congestion in front of residences.

Nisha Cyril, 9097 Steveston Highway requested that the City construct the rear lane access to the properties and require future developers to reimburse the City for the \$1 million cost when the properties are redeveloped.

There was discussion on the need to expropriate property in order to obtain the required road allowance to construct the rear lane at this time. Staff advised that when the four properties (9091 to 9099 Steveston Highway) come forward for rezoning and subdivision, they will be required to provide the land for an eastbound extension of the existing City-owned lane. Council



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requested that staff flag the properties to the south of the existing lane to require the expropriation of the back six metres of the property when a demolition permit application is received.

Discussion continued regarding whether the six metre setback requirement under the existing zoning would be sufficient if a large home were to be constructed on the corner lot on the north side of Mortfield Gate. Staff was questioned whether any development enquires have been received on the corner lot.

Staff confirmed that a latecomer agreement would require a developer to compensate the City for the construction of the lane, within 15 years of its initial construction.

PH15/11-7

It was moved and seconded

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 9505 be given second and third readings.*

**CARRIED**

**ADJOURNMENT**

PH15/11-8

It was moved and seconded

*That the meeting adjourn (8:05 p.m.).*

**CARRIED**

Certified a true and correct copy of the Minutes of the Regular meeting for Public Hearings of the City of Richmond held on Tuesday, December 15, 2015.

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Mayor (Malcolm D. Brodie)

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Acting Corporate Officer  
(Michelle Jansson)



## Special Finance Committee

Date: Monday, December 14, 2015

Place: Anderson Room  
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair  
Councillor Chak Au  
Councillor Derek Dang  
Councillor Carol Day  
Councillor Alexa Loo  
Councillor Bill McNulty  
Councillor Linda McPhail  
Councillor Harold Steves

Absent: Councillor Ken Johnston

Call to Order: The Chair called the meeting to order at 4:02 p.m.

### MINUTES

It was moved and seconded

*That the minutes of the meeting of the Finance Committee held on December 7, 2015, be adopted as circulated.*

**CARRIED**

### FINANCE AND CORPORATE SERVICES DIVISION

1. **RICHMOND PUBLIC LIBRARY 2016 BUDGET**

(File Ref. No. 01-0155-04-01) (REDMS No. 4844238)

Cathryn Volkering Carlile, General Manager, Community Services, accompanied by Greg Buss, Chief Librarian and Secretary to the Board, Richmond Public Library, provided background information on the proposed 2016 Public Library Budget.

## Special Finance Committee

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Discussion ensued regarding the proposed reduction in the 2016 Budget through adjustments to staff costs and hours of operation in three branches.

It was moved and seconded

***That the Richmond Public Library proposed 2016 budget of \$8,743,930 be approved.***

The question on the motion was not called as discussion took place regarding staff monitoring and reporting back to Committee on any impacts incurred by the reduction in the hours of operations.

The question on the motion was then called and it was **CARRIED** with Cllr. McNulty and McPhail opposed.

#### 2. **2016 OPERATING BUDGET OPTIONS**

(File Ref. No. 03-0970-01) (REDMS No. 4840886 v. 3)

Andrew Nazareth, General Manager, Finance and Corporate Services, accompanied by Jerry Chong, Director, Finance, provided background information, noting that the proposed 2016 Operating Budget balances corporate priorities with the available financial resources and includes funding for 12 additional police officers with no tax impact. Also, Mr. Nazareth stated that the "Corporate Reset" involved (i) an analysis of the City's surplus over the past five years, (ii) a review of the RCMP request of \$1.8 Million, and (iii) a reduction in all Divisional budgets.

In reply to a query from Committee, Phyllis Carlyle, General Manager, Law and Community Safety, advised that a business case for each of the RCMP positions requested had been presented to the City as required under the contract agreement. Also, Superintendent Renny Nessel, Officer in Charge (OIC), Richmond RCMP, advised that the Detachment Senior Management Group will determine where the additional resources would be deployed and that the one-time capital cost in the amount of approximately \$193,000 is for the purchase of vehicles and equipment for the additional officers.

In response to questions from Committee, Mr. Nazareth and Mr. Chong provided the following additional information:

- a funding plan for the increase in RCMP resources will be prepared upon completion of the consultation process;
- additional administrative support staff to the RCMP may be examined during the 2017 budget process;
- in the event the "Corporate Reset" results in a shortfall in revenues to meet the 2016 Operating Budget, the City may have to consider accessing funds from other accounts such as the Rate Stabilization Account;
- the City's surplus has been reduced to accommodate the additional 12 police officers;

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- 50% of the tax bill is beyond Council's control with TransLink and Metro Vancouver's tax increases being on par with the City while the Richmond School District has generated annual increases of approximately 25% over the past five years; and
- that approximately 40% of the City's Operating Budget is directed toward the Community Safety Division.

Discussion ensued regarding (i) the "Corporate Reset" and the possible risk to future budgets, (ii) the current RCMP compliment and the deployment of the future officers, (iii) further reductions to the proposed budget, (iv) the 1% Transfer to Reserves for future infrastructure replacement Projects, and (v) costs associated with staff at E-Division and for the Integrated Teams.

Staff was directed to provide an itemized list associated with the one-time capital costs request associated with the additional police officers and to include the costs for the Integrated Teams in all future Budget reports.

It was moved and seconded

*That:*

- (1) *the 2016 Operating Budget presented in the staff report report titled 2016 Operating Budget Options dated December 9, 2015 from the Director, Finance, with a tax increase of 2.00%, after utilizing rate stabilization funding of up to 0.06% (\$113,880) be approved;*
- (2) *ongoing additional levels in the amount of \$209,653 with a tax impact of 0.11% as presented in Appendix 3 of the staff report titled 2016 Operating Budget Options from the Director, Finance be approved;*
- (3) *ongoing additional levels in the amount of \$1,827,331 for 12 additional police officers be approved with no 2016 tax impact by utilizing a corporate reset as detailed in the staff report report titled 2016 Operating Budget Options dated December 9, 2015 from the Director, Finance be approved;*
- (4) *staff be authorized to make budget transfers between divisions to ensure that the corporate reset does not impact the division's service levels;*
- (5) *the Rate Stabilization Account be used to pay for the capital costs associated with the additional 12 police officers for a total of \$192,910; and*
- (6) *a tax increase of 1.00% for infrastructure replacement needs as per Council's Long Term Financial Management Strategy be approved.*

The question on the motion was not called as there was agreement to separate the motion for voting purposes.

The question on Part (1) was then called and it was **CARRIED** with Cllrs. Au and Day opposed.

## Special Finance Committee

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The question on Part (2) was then called and it was **CARRIED** with Cllrs. Au, Day and McNulty opposed.

The question on Parts (3), (4) and (5) was then called and it was **CARRIED** with Cllrs. Au and Loo opposed.

Discussion ensued regarding the merits of the additional 1% Transfer to Reserves for infrastructure replacement.

The question on Part (6) was then called and it was **CARRIED** with Cllrs. Au, Day and McNulty opposed.

### ADJOURNMENT

It was moved and seconded

*That the meeting adjourn (5:04 p.m.).*

**CARRIED**

Certified a true and correct copy of the Minutes of the meeting of the Finance Committee of the Council of the City of Richmond held on December 14, 2015.

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Mayor Malcolm D. Brodie  
Chair

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Heather Howey  
Legislative Services Coordinator



## Community Safety Committee

Date: Tuesday, December 15, 2015

Place: Anderson Room  
Richmond City Hall

Present: Councillor Bill McNulty, Chair  
Councillor Derek Dang  
Councillor Alexa Loo  
Councillor Linda McPhail

Absent: Councillor Ken Johnston

Also Present: Councillor Carol Day

Call to Order: The Chair called the meeting to order at 4:00 p.m.

### MINUTES

It was moved and seconded

*That the minutes of the meeting of the Community Safety Committee held on November 10, 2015, be adopted as circulated.*

**CARRIED**

The Chair advised that E-Comm will be considered as Item No. 8A.

### PRESENTATION

1. With the aid of a PowerPoint and video presentation, (copy on file, City Clerk's Office) Corporal Kevin Krygier and Auxiliary Constable Mike Dally, Richmond RCMP, presented on new forensic trace technologies available for property marking and highlighted the following:
  - property crime investigations are resource intensive;
  - the new forensic trace technologies can be applied to the property and the mark can be identified by specialized devices;

## **Community Safety Committee**

### **Tuesday, December 15, 2015**

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- adoption of new forensic trace technologies by residents would improve the prevention of property crime and could help investigators focus resources on other priorities;
- the new forensic trace equipment is not currently available in BC; however is available online;
- implementation of the new forensic trace technologies would require training of law enforcement members; and
- Richmond RCMP can propose to encourage residents to adopt the forensic trace technologies or deploy the Community Response Team to provide community members with equipment and assistance.

In reply to queries from Committee, Corporal Krygier noted that (i) there could be issues associated with the Richmond RCMP directly selling the forensic trace equipment to residents, (ii) the forensic trace kits retail for approximately \$40, and (iii) acquiring the forensic trace equipment and the initial implementation of the program would require a modest financial investment.

Discussion ensued with regard to (i) presenting a business plan to Council, (ii) incorporating the new forensic trace technologies into the Block Watch program, (iii) Block Watch program membership, and (iv) encouraging community members to participate in the Block Watch program.

In reply to queries from Committee, Corporal Krygier advised that the Richmond RCMP is actively involved in the Block Watch program and is engaged in its assessment.

Discussion then took place with regard to the adoption of the forensic trace technology by other law enforcement agencies.

As a result of the discussion, staff were directed to examine options to implement the use forensic trace technology in the community and incorporate its implementation with the Block Watch program, and report back to the Community Safety Committee.

## **LAW AND COMMUNITY SAFETY DIVISION**

### **2. COMMUNITY BYLAWS MONTHLY ACTIVITY REPORT – OCTOBER 2015**

(File Ref. No.) (REDMS No. 4790974 v. 3)

Discussion ensued with regard to abandoned and vacant homes used to assist low income families with housing. It was then directed that staff arrange a presentation from Chimo Community Services to update Council on the utilization of vacated homes to assist low income families in the city.

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In reply to queries from Committee regarding the licensing of dogs in the city, Edward Warzel, Manager, Community Bylaws, noted that the combined efforts of going door-to-door, online registration and bylaw enforcement have had a positive effect on dog registration in the City.

Discussion then took place with regard to the new Sign/Business License Inspector position.

In reply to queries from Committee, Phyllis Carlyle, General Manager, Law and Community Safety, noted that responsibility of bylaw enforcement is divided among the City's different departments.

As a result of the discussion, staff were directed to provide Council with an organizational chart related to bylaw enforcement in the City.

It was moved and seconded

*That the staff report titled "Community Bylaws Monthly Activity Report – October 2015," dated November 16, 2015, from the General Manager, Law and Community Safety, be received for information.*

**CARRIED**

**3. RICHMOND FIRE-RESCUE MONTHLY ACTIVITY REPORT - OCTOBER 2015**

(File Ref. No. 09-5000-01) (REDMS No. 4810709)

Tim Wilkinson, Deputy Fire Chief, briefed Committee on the transformer fire located near No. 4 Road and River Road.

Deputy Chief Wilkinson spoke on response by Richmond Fire-Rescue (RFR) on Halloween night, noting that RFR focused on areas of concern, which contributed to a successful evening.

Deputy Chief Wilkinson then briefed Committee on an apartment fire on Bennett Road, noting of the importance of training for effective fire suppression.

In reply to queries from Committee regarding vacant and abandoned homes, Deputy Chief Wilkinson noted that RFR coordinates with staff from other City departments to identify vacant properties and that RFR is notified of demolition applications. He added that there are requirements for the plywood used when vacated properties are boarded up.

It was moved and seconded

*That the staff report titled "Richmond Fire-Rescue Monthly Activity Report - October 2015," dated November 17, 2015, from the Fire Chief, Richmond Fire-Rescue, be received for information.*

**CARRIED**

**Community Safety Committee**  
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4. **RCMP'S MONTHLY REPORT - OCTOBER ACTIVITIES 2015**  
(File Ref. No. 09-5000-01) (REDMS No. 4794094)

Inspector Konrad Golbeck, Richmond RCMP, updated Committee on the recovery of stolen property and the apprehension of an individual suspected of committing purse snatchings.

Discussion ensued with regard to gangs in city, and in reply to queries from Committee, Inspector Golbeck advised that the Richmond RCMP will present a report to Committee in the coming months.

It was moved and seconded

*That the report titled "RCMP's Monthly Report – October Activities 2015," dated November 3, 2015, from the Officer in Charge, Richmond RCMP, be received for information.*

**CARRIED**

5. **2015/2016 RICHMOND RCMP DETACHMENT ANNUAL PERFORMANCE PLAN (APP) SECOND QUARTER RESULTS (JULY 1 TO SEPTEMBER 30, 2015)**  
(File Ref. No. 09-5000-01) (REDMS No. 4797629)

Superintendent Renny Nasset, Officer in Charge, Richmond RCMP, commented on the number of pedestrian incidents in 2015 in city, noting that the Richmond RCMP has partnered with ICBC on pedestrian safety.

Discussion ensued with regard to (i) resources available to address mental health issues in the city, (ii) the statistics related to the number of police incidents involving mental health issues in the city, (iii) the Richmond RCMP working with local health authorities to address mental health issues, and (iv) the length of service of Richmond RCMP members.

As a result of the discussion, staff were directed to schedule a presentation from the Richmond RCMP Mental Health Coordinator to update Council on mental health issues in the city, and for staff to provide statistics related to the number of Richmond RCMP members and their length of service.

Discussion then ensued with regard to the number of RCMP members requesting to return to Richmond.

It was moved and seconded

*That the report titled "2015/2016 Richmond RCMP Detachment Annual Performance Plan (APP) Second Quarter Results (July 1 to September 30, 2015)," dated November 6, 2015, from the Officer in Charge, Richmond RCMP, be received for information.*

**CARRIED**

**Community Safety Committee**  
**Tuesday, December 15, 2015**

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**6. LOWER MAINLAND DISTRICT REGIONAL POLICE SERVICE  
INTEGRATED TEAM ANNUAL REPORT 2014/15**

(File Ref. No. 09-5350-01) (REDMS No. 4822286 v. 2)

Discussion ensued with regard to the funding formula for the Lower Mainland District Regional Police Service Integrated Team.

In reply to queries from Committee, Ms. Carlyle, noted that (i) there is no municipal consensus on the funding formula, (ii) there is currently no governance structure for the Integrated Teams, and (iii) the Province is willing to examine a governance model for the Integrated Teams.

It was moved and seconded

*That the staff report titled "Lower Mainland District Regional Police Service Integrated Team Annual Report 2014/2015" from the Senior Manager, Community Safety Policy and Programs, dated December 2, 2015, be received for information.*

**CARRIED**

**7. FIRE CHIEF BRIEFING**

(Verbal Report)

**(i) Holiday Season Safety**

Deputy Chief Wilkinson spoke on staying safe during the Holiday Season, noting that RFR posts safety information on the City's website.

**(ii) Christmas Tree Chipping Event**

Deputy Chief Wilkinson advised that the annual Christmas Tree Chipping Event is scheduled on January 2 to 3, 2016 in Garry Point Park.

**8. RCMP/OIC BRIEFING**

(Verbal Report)

***Operation Red Nose***

Inspector Golbeck spoke on Operation Red Nose, noting that the event would be scheduled for dates in November and December 2015 and would operate between 9:00 p.m. to 3:00 a.m. He added that in 2014, over 400 rides were provided with over 1500 individuals driven home.

**8A. E-COMM**

(File Ref. No.)

The Chair briefed Committee on E-Comm's annual budget for 2016, noting that (i) the infrastructure levy increase will be 2.5% and that the average agency increase is 2.4%, (ii) E-Comm's coverage includes approximately 80% of BC, and (iii) there is discussion to add a second E-Comm facility south of the Fraser River.

**Community Safety Committee**  
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The Chair then encouraged Council members to visit E-Comm and BC Ambulance facilities.

Discussion then ensued with regard to E-Comm's response to the recent windstorm and emergency calls received.

**9. MANAGER'S REPORT**

***RCMP Labour Relations with Federal Government***

Ms. Carlyle briefed Committee on the introduction of a RCMP Labour Relations Bill by the federal government, noting that information related to the impact of the legislation to the City is not available.

**ADJOURNMENT**

It was moved and seconded

***That the meeting adjourn (5:08 p.m.).***

**CARRIED**

Certified a true and correct copy of the Minutes of the meeting of the Community Safety Committee of the Council of the City of Richmond held on Tuesday, December 15, 2015.

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Councillor Bill McNulty  
Chair

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Evangel Biason  
Legislative Services Coordinator



## General Purposes Committee

Date: Monday, January 4, 2016

Place: Anderson Room  
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair  
Councillor Chak Au  
Councillor Derek Dang  
Councillor Carol Day  
Councillor Ken Johnston  
Councillor Alexa Loo  
Councillor Bill McNulty  
Councillor Harold Steves

Absent: Councillor Linda McPhail

Call to Order: The Chair called the meeting to order at 4:00 p.m.

### MINUTES

It was moved and seconded

*That the minutes of the meeting of the General Purposes Committee held on December 7, 2015, be adopted as circulated.*

**CARRIED**

### DELEGATIONS

1. Damian Kettlewell, Richmond Liquor Store, accompanied by Bert Hick, President, Rising Tide Consultants, spoke on the Liquor Control and Licensing Act as it relates to the one kilometre rule for all liquor retailers and requested that Council support enacting a bylaw or liquor guidelines to ensure that all liquor retailers in Richmond (including BC VQA wine on grocery stores) going through a rezoning approval process.

## General Purposes Committee

Monday, January 4, 2016

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Mr. Hick circulated the following background material (i) a History of the Licensee Retail Store Model, (ii) Vintage Law Group regarding Trade Compliance and B.C. Grocery Store Wine Sales, (iii) Liquor Policy Review Report Recommendations that have Significant Local Government Implications, and (iv) a Globe and Mail article – “Small B.C. wineries fear grocery store wine sales could wipe them out” (copy on file, City Clerk’s Office).

In reply to queries from Committee, Cecilia Achiam, Director, Administration and Compliance, advised that (i) the zoning regulations for Retail General excludes the sale of alcoholic beverages and therefore an application to rezone would be required for a liquor store within a grocery store. She further advised that the Province’s one-kilometer separation rule applies to private liquor store operations only and that an existing BC VQA liquor license may be transferred to a grocery store without adhering to the one-kilometer separation rule.

Discussion ensued regarding (i) concerns that the changes in the Liquor Control and Licensing Act may allow farmers to operate liquor stores, and (ii) the need for the City to implement a bylaw, policy or guideline related to separation distances for liquor stores.

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

It was moved and seconded

***That staff investigate the implementation of a 1-kilometre rule for a liquor store.***

The question on the motion was not called as discussion ensued regarding staff providing information on the current locations of all private liquor stores within Richmond. Also, it was discussed that a maximum number of liquor establishments also be considered rather than necessarily regulating through implementing a distance rule.

The question on the motion was then called and it was **CARRIED** with Cllr. Loo opposed.

## COMMUNITY SERVICES DIVISION

### 2. TRANSFERRING OF APPROVED FUNDS FOR THE CITY’S MAJOR FESTIVALS IN 2016/17

(File Ref. No. 11-7000-01) (REDMS No. 4818689 v. 5)

Discussion ensued regarding (i) the approval process for the 2016/17 Major Festival events, (ii) the budgets for each of the events, (iii) community partnerships and sponsorship funding, and (iv) the staff report being forwarded to the Canada 150 Celebration Steering Committee for their input.

## General Purposes Committee

Monday, January 4, 2016

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

It was moved and seconded

- (1) *That the report be referred back to staff to coordinate and discuss the various events with the Canada 150 Celebration Steering Committee;*
- (2) *That staff provide further information on the event budgets; and*
- (3) *That staff report back to Committee as soon as possible.*

**CARRIED**

3. **KIWANIS TOWERS – AMENDMENT TO CONTRIBUTION AGREEMENT, DATED NOVEMBER 9, 2012, AND AMENDED MARCH 24, 2015, BETWEEN THE CITY AND RICHMOND KIWANIS SENIOR CITIZENS HOUSING SOCIETY (THE “SOCIETY”) REGARDING THE 296 SUBSIDIZED SENIOR HOUSING UNITS AT 7378 GOLLNER AVENUE (FORMERLY 6251 MINORU BOULEVARD)**

(File Ref. No. 08-4057-01) (REDMS No. 4809750 v. 14)

It was moved and seconded

- (1) *That the Affordable Housing Contribution Agreement dated November 9, 2012 amended March 24, 2015, between the City and Richmond Kiwanis Senior Citizens Housing Society (the “Society”) regarding the 296 subsidized senior housing units at 7378 Gollner Avenue (formerly 6251 Minoru Boulevard) (the “Contribution Agreement”) be amended as follows:*
  - (a) *the fourth disbursement of \$1,860,778 be reduced to \$1,397,469;*
  - (b) *insertion of a fifth disbursement in the amount of \$463,309;*
  - (c) *increase in the City’s maximum contribution to the cost incurred to construct or install City infrastructure services associated with the Seniors Housing Units from a maximum of \$454,350 to a maximum of \$701,839; and*
  - (d) *a reduction in the City’s maximum contributions to the costs relating to development cost charges and building permit fees to offset the increase referred to in Recommendation 1c; and*
- (2) *That the Chief Administrative Officer and the General Manager, Community Services, be authorized on behalf of the City to:*
  - (a) *negotiate and execute all amendments to the Contribution Agreement and other agreements and documents in relation to the disbursements and revised payment schedule; and*
  - (b) *disburse the amounts as stated in Resolution 1 above once the conditions precedent to their payment in accordance with the*

3.

**General Purposes Committee**  
**Monday, January 4, 2016**

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*Contribution Agreement have been met.*

The question on the motion was not called as discussion ensued regarding the temporary shortfall of approximately \$463,300 in contribution funding due to one of the projects not proceeding as expected.

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

**FINANCE AND CORPORATE SERVICES DIVISION**

**4. SALE OF PARK BYLAW NO. 9501 (11191 TWIGG PLACE) AND ALTERNATIVE APPROVAL PROCESS**

(File Ref. No. 12-8060-20-009501) (REDMS No. 4813806 v. 2)

Staff circulated a revised Attachment 4 – Elector Response Form (copy on file, City Clerk's Office).

It was moved and seconded

- (1) *That 11191 Twigg Place -- Sale of Park Bylaw No. 9501 (11191 Twigg Place), which authorizes the sale of 11191 River Road to River Road Investments Ltd. for \$5,125,000 be introduced and given First, Second and Third readings; and*
- (2) *That, following third reading of 11191 Twigg Road - Sale of Park Bylaw No. 9501, an Alternative Approval Process be conducted under the following parameters:*
  - (a) *the deadline for receiving completed elector response forms is 5:00 pm (PST) on Monday, February 22, 2016;*
  - (b) *the elector response form is substantially in the form as found in Attachment 4 to the staff report titled "Sale of Park Bylaw No. 9501 (11191 Twigg Place) and Alternative Approval Process" dated November 30, 2015 from the General Manager Finance and Corporate Services; and*
  - (c) *the number of eligible electors is determined to be 124,185 and the ten percent threshold for the AAP is determined to be 12,419.*

**CARRIED**

**ADJOURNMENT**

It was moved and seconded

*That the meeting adjourn (4:44 p.m.).*

**CARRIED**

**General Purposes Committee**  
**Monday, January 4, 2016**

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Certified a true and correct copy of the Minutes of the meeting of the General Purposes Committee of the Council of the City of Richmond held on Monday, January 4, 2016.

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Mayor Malcolm D. Brodie  
Chair

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Heather Howey  
Legislative Services Coordinator



# City of Richmond

## Report to Committee

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**To:** General Purposes Committee **Date:** November 23, 2015  
**From:** Cathryn Volkering Carlile **File:** 08-4057-01/2015-Vol  
General Manager, Community Services 01  
**Re:** **Kiwanis Towers – Amendment to Contribution Agreement, dated November 9, 2012, and amended March 24, 2015, between the City and Richmond Kiwanis Senior Citizens Housing Society (the “Society”) regarding the 296 subsidized senior housing units at 7378 Gollner Avenue (formerly 6251 Minoru Boulevard)**

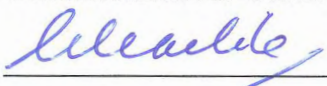

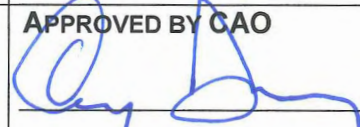
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### Staff Recommendation

1. That the Affordable Housing Contribution Agreement dated November 9, 2012 amended March 24, 2015, between the City and Richmond Kiwanis Senior Citizens Housing Society (the “Society”) regarding the 296 subsidized senior housing units at 7378 Gollner Avenue (formerly 6251 Minoru Boulevard) (the “Contribution Agreement”) be amended as follows:
  - a. the fourth disbursement of \$1,860,778 be reduced to \$1,397,469;
  - b. insertion of a fifth disbursement in the amount of \$463,309;
  - c. increase in the City’s maximum contribution to the cost incurred to construct or install City infrastructure services associated with the Seniors Housing Units from a maximum of \$454,350 to a maximum of \$701,839; and
  - d. a reduction in the City’s maximum contributions to the costs relating to development cost charges and building permit fees to offset the increase referred to in Recommendation 1c.
2. That the Chief Administrative Officer and the General Manager, Community Services, be authorized on behalf of the City to:
  - a. negotiate and execute all amendments to the Contribution Agreement and other agreements and documents in relation to the disbursements and revised payment schedule; and
  - b. disburse the amounts as stated in Resolution 1 above once the conditions precedent to their payment in accordance with the Contribution Agreement have been met.

Cathryn Volkering Carlile  
General Manager, Community Services  
(604-276-4068)

Att.1

REPORT CONCURRENCE		
<b>ROUTED TO:</b> Finance Division Law Development Applications	<b>CONCURRENCE</b> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<b>CONCURRENCE OF GENERAL MANAGER</b> 
<b>REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE</b>	<b>INITIALS:</b> 	<b>APPROVED BY CAO</b> 

## Staff Report

### Origin

The purpose of this report is to recommend that Council approve an amendment to the Contribution Agreement, dated November 9, 2012, and amended March 24, 2015, (the "Contribution Agreement") to: reduce the fourth disbursement of \$1,860,778 to \$1,397,469; add a fifth disbursement in the amount of \$463,309; to increase the City's maximum contribution to the cost of servicing from a maximum of \$454,350 to a maximum of \$701,839; and to reduce the City's maximum contributions to the costs relating to development cost charges and building permit fees to offset the increase in the servicing costs associated with 296 seniors' subsidized rental housing units owned by Richmond Kiwanis Senior Citizens Housing Society (the "Society") at 7378 Gollner Avenue (formerly 6251 Minoru Boulevard) ("Kiwanis Towers").

Kiwanis Towers represents an innovative multi-stakeholder funding approach to leverage non-profit, private and public sector resources and expertise with senior government financing and technical support to achieve subsidized rental housing with tenant amenity spaces to meet the needs of Richmond's low income seniors.

This report supports Council's 2014-2018 Term Goal #2 A Vibrant, Active and Connected City:

*Continue the development and implementation of an excellent and accessible system of programs, services, and public spaces that reflect Richmond's demographics, rich heritage, diverse needs, and unique opportunities, and that facilitate active, caring, and connected communities.*

This report also supports Council's 2014-2018 Term Goal #3 A Well-Planned Community:

*Adhere to effective planning and growth management practices to maintain and enhance the livability, sustainability and desirability of our City and its neighbourhoods, and to ensure the results match the intentions of our policies and bylaws.*

The report is also consistent with the Richmond Affordable Housing Strategy, adopted by Council on May 28, 2007, which specifies the creation of subsidized rental units as a key housing priority for the City.

### Background

#### Affordable Housing Special Development Circumstance Provisions

On April 10, 2012, Council endorsed amendments (subsequently adopted) to the Affordable Housing Statutory Reserve Fund Policy 5008, Zoning Bylaw 8500 and Affordable Housing Operating Reserve Fund Establishment Bylaw No. 8206. The amendments provide Council with authority to direct:

1. Different proportions of contributions to the two Capital and operating Affordable Housing Reserve Funds, from time to time, to support affordable housing special development circumstances ("AHSDCs"); and

2. Capital financial support for specific affordable housing developments for affordable housing project eligible costs that include:
  - a. Municipal fiscal relief (i.e., development cost charges, costs related to the construction of infrastructure required to service the land, and development application and permit fees);
  - b. The construction of infrastructure required to service the land on which the affordable housing is being constructed; and
  - c. Other costs normally associated with construction of the affordable housing (e.g., design costs, soft costs).

At the discretion of Council, 100 per cent of contributions can be allocated to projects that meet the AHSDC requirements set out in Policy 5008.

#### Kiwanis Towers Financial Contributions

On June 25, 2012, Council approved recommendations in a staff report, dated May 30, 2012, from the General Manager, Community Services, titled "Project Specific Financial and Policy Considerations for the Proposed Kiwanis Towers Affordable Housing Development at 6251 Minoru Boulevard." These recommendations included a provision of financial support toward the development of seniors housing units up to a maximum of \$20,837,610 for the costs of construction and up to a maximum of \$3,305,468 for development cost charges, permit fees and service cost charges. The entirety of these latter costs and part of the construction costs are to be funded with Capital Affordable Housing Reserve Funds; the balance of construction costs are to be funded through new Affordable Housing Value Transfers (AHVT) to be received from several contributor sites owned by Polygon (Attachment 1).

A rezoning application (RZ 11-591685) was adopted and a development permit (DP 12-609958) was issued for Kiwanis Towers on March 11, 2013.

The rezoning considerations divided the City's contributions towards Kiwanis Towers into:

- Four payments toward construction costs;
- Payments for development cost charges and permit fees; and
- One payment for service cost charges.

The project's contribution schedule, as well as the Council-approved pre-conditions for the contributions set out in the rezoning considerations, was included in the Contribution Agreement. The Contribution Agreement provides that the City's fourth payment of \$1,860,778 towards the cost of constructing the Kiwanis Towers be contributed, subject to Council's approval, when a quantity surveyor retained by and reporting to BC Housing certifies that the seniors housing units are complete in their entirety and all deficiencies have been corrected, provided that Kiwanis is in compliance with the terms of the Contribution Agreement, Housing Agreement and Housing Covenant and other agreements between Kiwanis and the City relating to Kiwanis Towers.

## Analysis

### Payment Toward Costs of Construction (\$1,397,469)

On June 25, 2012, Council approved a maximum of \$20,837,610 towards the costs of constructing Kiwanis Towers, including the allocation of \$2,147,204 towards construction costs from existing capital Affordable Housing Reserve Funds. The remaining funding is to be provided through Affordable Housing Value Transfers from several Polygon contributor sites, which are being made in phases from 2012 to 2017 subject to Council's approval of the rezoning of those contributor sites.

The request for the fourth disbursement is \$1,397,469 towards construction costs at this time. This is less than the fourth disbursement contemplated by the Contribution Agreement (\$1,860,778). The shortfall (\$463,309) is from Polygon's Alexandra East Rezoning. While it was anticipated that Polygon's Alexandra East rezoning would already have been advanced, Polygon has delayed the project. Accordingly, the \$463,309 contribution is not available at this time. Therefore, this amount will be presented to Council as a fifth disbursement request, subject to Council's consideration of the rezoning application. This is anticipated to take place in 2016.

Kiwanis will be finalizing the take-out mortgage with BC Housing in early to mid-February 2016, which requires the City contribution of to be paid at that time (as per the Contribution Agreement). In the meantime, Polygon will loan the shortfall of \$463,309 to Kiwanis so the Society's financing arrangement with BC Housing will not be affected. Despite the additional disbursement request, the City's maximum total contribution to the Kiwanis project remains capped at \$20,837,610.

The following table reflects the targeted and actual disbursed amounts disbursed to Kiwanis and the remaining balance to be distributed in disbursements 4 and 5.

Figure 1: Disbursement 1 (May 2, 2014) – Toward Construction Costs

Source	Description	Amounts Disbursed
Capital Affordable Housing Reserve Fund	Previously approved AH Capital Projects from Cash-in-Lieu projects	\$2,147,204
Capital Affordable Housing Reserve Fund	Developer Contributions from Polygon Sites (AHVTs)	\$7,019,666
	<b>Total Disbursement #1</b>	<b>\$9,166,870</b>
	<b>Remaining Disbursement Balance</b>	<b>\$11,670,740</b>
	<b>Total Contribution</b>	<b>\$20,837,610</b>

\*\$1,745,803 from the Polygon Mueller project didn't advance in time for the first disbursement and is included in the second disbursement request.

Figure 2: Disbursement 2 (June 2, 2015) – Toward Construction Costs

Source	Description	Disbursement #2 Total (Subject to Council Approval)
Capital Affordable Housing Reserve Fund (Developer Contributions from Polygon Sites (AHVTs))	Carrera	\$1,355,344
	Alexandra Road West	\$719,362
	Mueller (Avanti)	\$1,886,850
	<b>Total</b>	<b>\$3,961,556</b>
Capital Affordable Housing Reserve Fund	Developer Contribution from Mueller site (AHVT) – carried from Project Disbursement #1	<b>\$1,886,850</b>
	<b>Total Disbursement #2</b>	<b>\$5,848,406</b>
	<b>Remaining Disbursement Balance</b>	<b>\$5,822,334</b>
	<b>Total Contribution</b>	<b>\$20,837,610</b>

Figure 3: Disbursement 3 (September 29, 2015) – Toward Construction Costs

Source	Description	Disbursement #2 Total (Subject to Council Approval)
Capital Affordable Housing Reserve Fund (Developer Contributions from Polygon Sites (AHVTs))	Carrera	\$1,355,344
	Alexandra Road West	\$719,362
	Mueller (Avanti)	\$1,886,850
	<b>Total</b>	<b>\$3,961,556</b>
	<b>Total Disbursement #3</b>	<b>\$3,961,556</b>
	<b>Remaining Disbursement Balance</b>	<b>\$1,860,778</b>
	<b>Total Contribution</b>	<b>\$20,837,610</b>

Figure 4: Request for Fourth Disbursement (Targeted for Q1 2016) – Toward Construction Costs

Source	Description	Disbursement #2 Total (Subject to Council Approval)
Capital Affordable Housing Reserve Fund (Developer Contributions from Polygon Sites (AHVTs))	Alexandra Road West	\$719,362
	Jayden Mews	\$678,107
	<b>Total</b>	<b>\$1,397,469</b>
	<b>Total Disbursement #4</b>	<b>\$1,397,469</b>
	<b>Remaining Disbursement Balance</b>	<b>\$463,309</b>
	<b>Total Contribution</b>	<b>\$20,837,610</b>

The fifth and final scheduled payment (anticipated to be \$463,309) towards construction costs of Kiwanis Towers will be due subject to Council's consideration of the rezoning application for the Alexandra East site (anticipated 2016).

#### Payment Towards Servicing Costs (Up to a Maximum of \$701,839)

At its open meeting on June 25, 2012, Council approved a City contribution of up to a maximum of \$3,305,468 toward the development cost charges; development application and/or building permit fees and service cost charges associated with Kiwanis Towers.

The City's payment toward development cost charges and permit fees was due, subject to Council's approval, upon issuance of a building permit for Kiwanis Towers. Development cost charges and permit fees amounted to \$2,603,629.51 (which is less than the expected \$2,851,118 contemplated by the Contribution Agreement). That amount was invoiced by Kiwanis to the City and has been paid. This leaves \$701,839 for servicing costs that will be finalized at a later date.

At its December 9, 2013, meeting, Council approved a City contribution of up to a maximum of \$454,350 toward the servicing costs for off-site works (i.e., road, sidewalk, and utilities works) associated with Kiwanis Towers. Council approved that amount as an estimate. The report titled "Kiwanis Towers – First Disbursement from the Affordable Housing Reserve Fund to 6251 Minoru Blvd" dated November 26, 2013, from the General Manager, Community Services, states that actual servicing costs will not be finalized until the works have been completed to the City's satisfaction and have been granted final engineering approvals. The City's approved contribution for servicing costs is due at that time. Should the actual values exceed \$454,350, the Society may request additional City contributions; such requests must be in writing from the Society, must include confirmed values and are subject to the City's determination and approval requirements.

Staff have received a request from the Society, indicating the servicing costs have amounted to \$863,624. As the maximum contribution is \$701,839, staff recommend that Council approves the payment of \$701,839 towards the servicing cost charges associated with Kiwanis Towers, to be funded from the allocation of Capital Affordable Housing Reserve Fund monies approved June 25, 2012.

### Changes to Legal Agreements

In order to implement the revised disbursement amounts and revised payment schedule, staff recommend the Chief Administrative Officer and the General Manager, Community Services, be authorized to negotiate and execute all required amendments to the Contribution Agreement and related agreements.

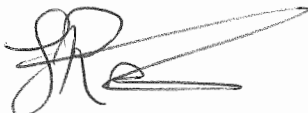
### **Financial Impact**

The amount of the payments being recommended at this time is \$1,397,469 towards construction costs (received by the City as AHVT contributions) and \$701,839 towards servicing cost charges. The amount of \$1,397,469 is part of the \$1,860,778 approved for disbursement through the Five Year Financial Plan (2015-2019) Amendment Bylaw; the balance of the approved amount (\$463,309) will now form part of a separate fifth disbursement in the future. The amount of \$701,839 in connection with the cost incurred to construct or install City infrastructure services associated with the Seniors Housing Units will be funded through the Affordable Housing Reserve Fund monies approved on June 25, 2012.

### **Conclusion**

Staff recommend that Council approve an amendment to the Contribution Agreement to: reduce the fourth disbursement of \$1,860,778 to \$1,397,469; add a fifth disbursement in the amount of \$463,309 (subject to Council approval of the contributor site rezoning); increase the City's maximum contribution to the cost of servicing from a maximum of \$454,350 to a maximum of \$701,839; and reduce the City's maximum contributions to the costs relating to development cost charges and building permit fees to offset the increase in the servicing costs.

Kiwanis Towers exemplifies an innovative multi-stakeholder approach to combine non-profit, private, and public sector funding and expertise with senior government financing and technical support to achieve subsidized rental housing to meet the needs of Richmond's low income seniors.



Joyce Rautenberg  
Affordable Housing Planner  
(604-247-4916)

Att. 1: Kiwanis Project Total Contribution Schedule

**Kiwanis Project Total Contribution Schedule**

<b>Source</b>	<b>Affordable Housing Contribution Amount</b>
Affordable Housing Capital Reserve Fund	\$2,147,204
<b>Polygon Contributor Sites</b>	
Mayfair Place (RZ 10-537689) 9399 Odlin Rd	\$2,223,360
Cambridge Park (RZ 08-408104) 9500 Odlin Rd	\$2,721,600
Carrera (RZ 11-591685) 6251 Minoru Blvd	\$4,066,032
Alexandra Road West (RZ 12-598503) 9311,9331,9393,9431,9451,9471 Alexandra Rd	\$2,871,264
Mueller (Avanti) (RZ 11-591985) 8331,8351,8371 Cambie Rd and 3651 Sexsmith Rd	\$5,237,409
Alexandra Road East (RZ 12-598506) 9491,9511,9531,9591 Alexandra Rd	\$892,634 *
Jayden Mews (RZ 13-649641) 9700 and 9740 Alexandra Rd	\$678,107
<b>TOTAL</b>	<b>\$20,837,610</b>

\*Amount was decreased from the original contribution agreement amount of \$1,570,741 in lieu of Jayden Mews contribution and securing built units on site. This contribution is subject to Council, in its discretion, approving the proposed rezoning of these properties.



## City of Richmond

## Report to Committee

**To:** General Purposes Committee  
**From:** Andrew Nazareth  
General Manager, Finance and Corporate Services  
**Re:** **Sale of Park Bylaw No. 9501 (11191 Twigg Place) and Alternative Approval Process**  
**Date:** November 30, 2015  
**File:** 12-8060-20-009501/Vol01

### Staff Recommendation

1. That 11191 Twigg Place -- Sale of Park Bylaw No. 9501 (11191 Twigg Place), which authorizes the sale of 11191 River Road to River Road Investments Ltd. for \$5,125,000 be introduced and given First, Second and Third readings; and
2. That, following third reading of 11191 Twigg Road - Sale of Park Bylaw No. 9501, an Alternative Approval Process be conducted under the following parameters:
  - a) The deadline for receiving completed elector response forms is 5:00 pm (PST) on Monday, February 22, 2016;
  - b) The elector response form is substantially in the form as found in Attachment 1 to the staff report titled "Sale of Park Bylaw No. 9501 (11191 Twigg Place) and Alternative Approval Process" dated November 30, 2015 from the General Manager Finance and Corporate Services; and
  - c) the number of eligible electors is determined to be 124,185 and the ten percent threshold for the AAP is determined to be 12,419.

Andrew Nazareth  
General Manager, Finance and Corporate Services  
(604-276-4095)

REPORT CONCURRENCE			
<b>ROUTED TO:</b>		<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Parks		<input checked="" type="checkbox"/>	
City Clerk's Office		<input checked="" type="checkbox"/>	
Law		<input checked="" type="checkbox"/>	
<b>REVIEWED BY DIRECTORS</b>	<b>INITIALS:</b>	<b>APPROVED BY CAO</b>	<b>INITIALS:</b>

## **Staff Report**

### **Origin**

On November 23, 2015, at a closed Council Meeting, Council approved the purchase of 7080 River Road from River Road Investments Ltd. (Attachment 2) with the cost of the purchase to be comprised of a cash component as well as the proceeds from dispositions including 11191 Twigg Place to River Road Investments Ltd (Attachment 1).

As part of the approval, it was noted that 11191 Twigg Place was received as park from a subdivision process on the west end of Mitchell Island (although the property has never been utilized as park). As a result, the disposition of 11191 Twigg Place requires a bylaw and the approval of the electors which can be achieved by way of the Alternative Approval Process (AAP).

### **Analysis**

The purpose behind the above noted transactions is the formation of the Middle Arm Waterfront Park which was approved by Council as part of the City Centre Area Plan ("CCAP") on February 12, 2007. The park will encompass five (5) properties along River Road stretching from Dinsmore Bridge to the future extension of Browngate Road including River Road which will be relocated to the former CP Rail corridor directly adjacent to the southeast of the properties (Attachment 2). Since the plan was approved in 2007, the City has purchased 7500, 7400 and 7360 River Road representing approximately 11 acres of the planned 37 acre park. The acquisition of 7080 River Road (approximately 12 acres) represents the fourth of five properties required to complete the park.

This report specifically concerns the disposition of 11191 Twigg Place which was received as park from a subdivision process on the west end of Mitchell Island. In 2007 Mitchell Island Holdings Inc. applied to the City to subdivide the parcel located at 11200 Twigg Road into 6 separate parcels of land. As part of the subdivision the City received transfer of one of the parcels-- specifically 11191 Twigg Place (approximately 2.77 acres) -- for park purposes. At the time of the transfer, the land was valued at \$894,320.

The property has never been developed or utilized as a park and has served as a strategic holding property in the interim. The creation of the Middle Arm Park affords the City of the opportunity to dispose of the park designated land at 11191 Twigg Road located in the heavily industrialized west end of Mitchell Island and purchase park land located adjacent to the most populous area in Richmond -- the City Centre Area.

In order to dispose of 11191 Twigg Place to raise a portion of the funds required to purchase 7080 River Road and thereby utilize funds for park in another area of the City, the City commissioned an independent 3<sup>rd</sup> party appraisal to value 11191 Twigg Place. The appraisal was thorough and staff supported the appraised value of \$5,125,000 for 11191 Twigg Place.

Given the original value of the land -- \$894,320 -- and the proposed disposition value of \$5,125,000, the City has reaped a return of over 24% annually over the 15 year holding period. The proceeds from the disposition of 11191 Twigg Place will be directly applied to the purchase of 7080 River Road which will form part of Middle Arm Waterfront Park.

Under the requirements of the *Community Charter* (section 27), the City may sell park land with the passage of a bylaw that is subject to elector assent. The City must seek the approval of the electors through a voting opportunity (referendum) or by alternative approval process. An Alternative Approval Process (AAP) allows a Council to proceed with an action unless at least 10% of the electors state their opposition within a prescribed period. If more than 10% of the electors state their opposition to the proposed action, the Council may not proceed with the action unless the matter is made subject to and successfully passes a full referendum.

### **Alternative Approval Process Parameters**

Before an AAP is conducted, Council must establish through resolution, several key parameters for the process.

The first parameter that must be set by Council is the deadline for receiving elector responses. The date and deadline that would meet the 30-day minimum notice period following publication of the second notice is 5:00 pm (PST) on Monday, February 22, 2016

The second parameter that Council must establish is the form to be used for elector responses. Attached to this report (Attachment 4) is an Elector Response Form which would meet all the statutory requirements. A valid elector response form must be originally signed by the elector (photocopies or faxed forms with signatures cannot be accepted), and the form must have the person's full name and residential address and be submitted to the Corporate Officer before the deadline. Non-resident property electors are also eligible. The eligibility requirements are the same as those for voting in a local government election.

The third parameter that must be set by Council is the total number of electors to which the 11191 Twigg Road - Sale of Park Bylaw No. 9501 AAP applies. Using the total number of electors registered and new registrations for the 2014 General Local and School Election, this number is 124,185. The 10% threshold for the AAP is therefore 12,419 valid response forms received in opposition.

### **Financial Impact**

None.

### **Conclusion**

As outlined above, Council must establish several key parameters for the 11191 Twigg Road - Sale of Park Bylaw No. 9501 Alternative Approval Process. If the bylaw receives first, second and third readings and approval of the electors is obtained through the AAP, adoption of bylaw may proceed. The proceeds from the disposition of 11191 Twigg Road will be applied to the purchase of 7080 River Road which in turn will form part the Middle Arm Waterfront Park.

November 30, 2015

- 4 -

A handwritten signature in black ink, appearing to read 'Michael Allen', is positioned above the printed name.

Michael Allen  
Manager, Property Services

- Att.    1: Site Plan (Disposition)  
          2: Site Plan (Acquisitions)  
          3: 11191 Twigg Road - Sale of Park Bylaw No. 9501  
          4: Elector Response Form

Site Plan (Disposition)



## ATTACHMENT 2

### Site Plan (Acquisitions)





City of  
Richmond

Bylaw 9501

11191 Twigg Place - Sale of Park Bylaw 9501

The Council of the City of Richmond enacts as follows:

- 1. Subject to a compliance with Section 27 of the Community Charter, S.B.C., 2003, c.26, that Lot 1 District Lot 459, 1014, and 5091 Group 1 New Westminster District Plan BCP32626 (PID 027-226-794) as outlined in bold on the attached plan (Schedule A) be sold to River Road Investments Ltd. or its designate for \$5,125,000 (the purchase price).
- 2. This Bylaw is cited as “11191 Twigg Place - Sale of Park Bylaw 9501”.

FIRST READING

SECOND READING

PUBLIC NOTICE GIVEN

THIRD READING

ADOPTED

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

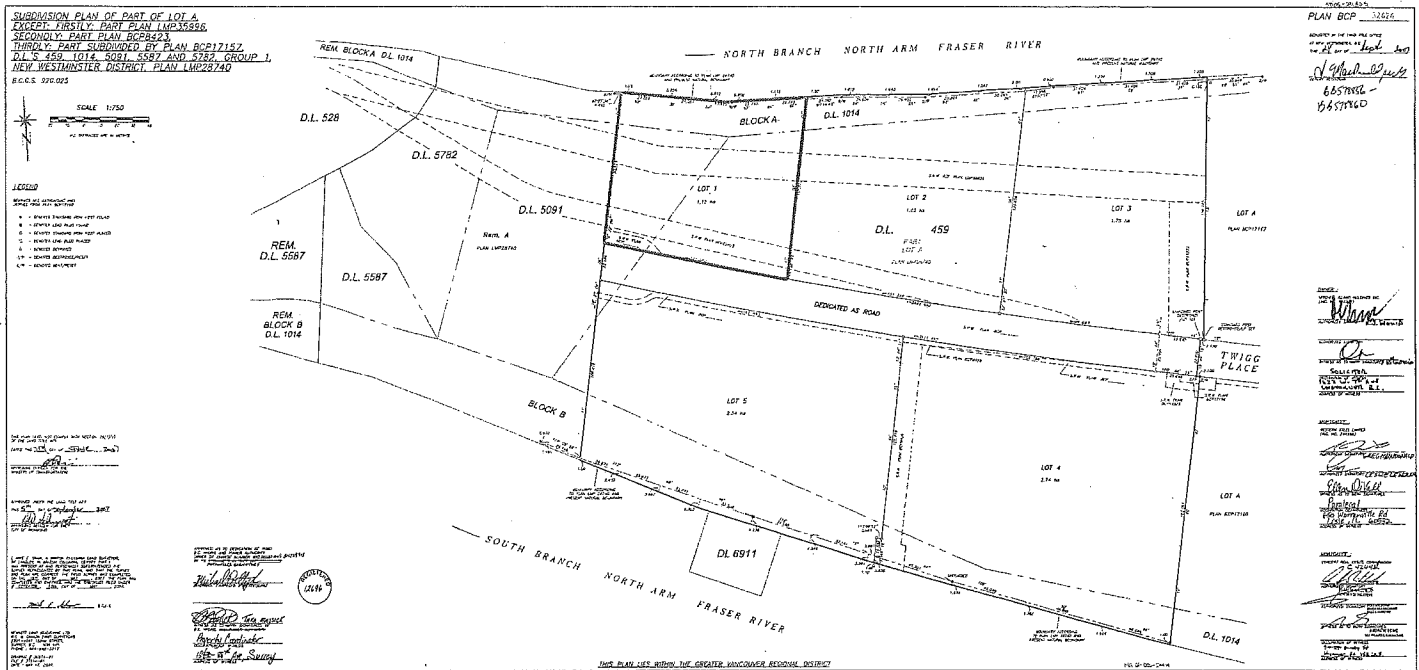
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CITY OF RICHMOND
APPROVED for content by originating dept. <i>KT</i>
APPROVED for legality by Solicitor <i>DN</i>

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

## Schedule A





**Elector Response Form**

Proposed Sale of Park Land  
11191 Twigg Place

I am **OPPOSED** to the City of Richmond proceeding with the proposed sale of park land located at 11191 Twigg Place.

and I, the undersigned, hereby declare that:

- ✓ I am eighteen years of age or older; and
- ✓ I am a Canadian Citizen; and
- ✓ I have resided in British Columbia for at least six months; and
- ✓ I have resided in, OR have been a registered owner of property in the City of Richmond for at least 30 days; and
- ✓ I am not disqualified by law from voting in local elections; and
- ✓ I am entitled to sign this elector response form, and have not previously signed an elector response form related to the proposed sale of park land located at 11191 Twigg Place.

Elector's Full Name (print)	
Residential Address <sup>1</sup>	
AND mailing address if different from residential address	
Signature of Elector	

**See the reverse side of this form for further information regarding the Alternative Approval Process.**

Personal Information provided on this form is collected in compliance with the *Freedom of Information and Protection of Privacy Act* (FOIPOP) and will be used only for the purposes of the City of Richmond Alternate Approval Process. If you require further information regarding the FOIPOP, please contact the FOI Coordinator at 604.276.4165.

<sup>1</sup> Non-resident Property Electors must include the address of their property in Richmond in order to establish their entitlement to sign the elector response form.



Pursuant to Section 86 of the *Community Charter*, the City of Richmond is proposing to seek elector approval by alternative approval process.

**The question before the electors is whether they are opposed to the City of Richmond proceeding with the proposed sale of park land located at 11191 Twigg Place.**

#### INSTRUCTIONS

1. If you are opposed to the proposed sale of park land at 11191 Twigg Place, you can sign an elector response form **if you qualify as an elector in the City of Richmond.**
2. If you are NOT opposed to the proposed sale of park land 11191 Twigg Place, you do not need to do anything.
3. Forms are available at the City of Richmond, 6911 No. 3 Road, Richmond, BC, V6Y 2C1 between 8:15 am – 5:00 pm, Monday through Friday, except statutory holidays, from January 13, 2016 until February 23, 2016.
4. To sign an elector response form you MUST meet the qualifications as either a Resident Elector or a Non-Resident (Property) Elector of the City of Richmond. If you are unsure if you qualify, please contact the City of Richmond at 604.276.4007.
5. A person who obtains an Elector Response Form may make accurate copies of the form.
6. One elector of the City of Richmond may sign each Elector Response Form.

**1.**

All Elector Response Forms must be received by the City of Richmond on or before **5:00 pm (PST) on February 22, 2016** to be considered.

No faxed or scanned Elector Response Forms will be accepted. In other words, originally signed forms must be submitted.

**2.**

The number of electors in the City of Richmond is estimated to be 124,185. If ten percent (10% or 12,419 electors) of the estimated number of electors in the City of Richmond sign an Elector Response Form in opposition to the proposed sale of park land (at 11191 Twigg Place), the City of Richmond cannot proceed without receiving the assent of the electors by referendum.

**3.**

For further information, contact:

David Weber  
Corporate Officer  
City of Richmond  
6911 No. 3 Road  
Richmond, BC V6Y 2C1  
604.276.4007



**Richmond Zoning Bylaw 8500  
Amendment Bylaw 9244 (RZ 14-665401)  
9840 Seaton Court**

The Council of the City of Richmond, in open meeting assembled, enacts as follows:

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **"SINGLE DETACHED (RS2/B)"**.

P.I.D. 003-958-230

Lot 11 Block 6 Section 25 Block 4 North Range 6 West New Westminster District Plan 19923

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9244"**.

FIRST READING

APR 27 2015

A PUBLIC HEARING WAS HELD ON

MAY 19 2015

SECOND READING

MAY 19 2015

THIRD READING

MAY 19 2015

OTHER REQUIREMENTS SATISFIED

JAN 08 2016

ADOPTED



\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

