

City Council

Council Chambers, City Hall 6911 No. 3 Road Monday, January 25, 2016 7:00 p.m.

Pg. # ITEM

MINUTES

- 1. Motion to:
 - (1) adopt the minutes of the Regular Council meeting held on January 11, 2016 (distributed previously); and

CNCL-14

(2) adopt the minutes of the Regular Council meeting for Public Hearings held on January 18, 2016.

AGENDA ADDITIONS & DELETIONS

PRESENTATIONS

CNCL-16

- (1) Susan Ness, Chair, Gateway Theatre Board of Director, Jovanni Sy, Artistic Director, and Camilla Tibbs, Executive Director, Gateway Theatre, to present the Gateway Theatre Annual Report 2014/2015.
- (2) Jerry Chong, Director, Finance and Ted Townsend, Senior Manager, Corporate Communications, to present the Canadian Award for Financial Reporting and the Award for Outstanding Achievement in Popular Annual Financial Reporting from the Government Finance Officers Association for the City's 2014 Annual Report.
- (3) Ted Townsend, Senior Manager, Corporate Communications to present the IABC Gold Quill for the Green Cart Program.

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; OR ON DEVELOPMENT PERMITS/DEVELOPMENT VARIANCE PERMITS - ITEM NO. 21.)

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
- Richmond Sport Hosting Program Amendments
- Donation Bin Regulation Bylaw No. 9502
- Housing Agreement Bylaw No. 9297 to Permit the City of Richmond to Secure Affordable Housing Units located at 5580 No. 3 Road (Kebet Holdings Ltd.)
- Richmond Response: Metro Vancouver Regional Affordable Housing Strategy Update
- RCSAC 2015 Annual Report and 2016 Work Program
- Land use applications for first reading (to be further considered at the Public Hearing on February 15, 2016):
 - 8477 Bridgeport Road Zoning Text Amendment to ZC33 (GBL Architects Inc. – applicant)

- 7400/7420 Schaefer Avenue Rezone from RD1 to RS2/K (Chi Kuen Yeung and Cardison Chun Kik Yeung applicant)
- Additional Proposed Requests to the Minister of Agriculture: Agricultural Land Reserve (ALR) Wineries
- Richmond Active Transportation Committee Proposed 2016 Initiatives
- Traffic Safety Advisory Committee Proposed 2016 Initiatives
- Richmond's Invasive Species Action Plan
- Works and Services Cost Recovery Bylaw Amendment
- Local Area Services North Side Donald Road from and including 6991
 Donald Road to and including 7480 Grandy Road and South Side Donald
 Road from Gilbert Road to and including 6760 Donald Road Bylaw No.
 9277
- 5. Motion to adopt Items No. 6 through No. 19 by general consent.

Consent Agenda Item 6. COMMITTEE MINUTES

That the minutes of:

That the minutes of

CNCL-30 (1) the Community Safety Committee meeting held on January 12, 2016;

CNCL-34 (2) the General Purposes Committee meeting held on January 18, 2016;

CNCL-67 (3) the Planning Committee meeting held on January 19, 2016;

CNCL-75 (4) the Public Works and Transportation Committee meeting held on January 20, 2016;

be received for information.

Consent Agenda Item 7. RICHMOND SPORT HOSTING PROGRAM AMENDMENTS

(File Ref. No. 08-4150-01) (REDMS No. 4769715 v. 8)

CNCL-80

See Page **CNCL-80** for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

(1) That the proposed amended Council Policy 3710 – Sport Hosting Incentive Grant, included as Attachment 1 to the staff report titled "Richmond Sport Hosting Program Amendments" from the General Manager, Finance and Corporate Services, dated November 12, 2015, be approved; and

(2) That the updated Richmond Sport Hosting Strategy 2016-2020, included as Attachment 3 to the staff report titled "Richmond Sport Hosting Program Amendments," from the General Manager, Finance and Corporate Services, dated November 12, 2015, be endorsed.

Consent Agenda Item 8. DONATION BIN REGULATION BYLAW NO. 9502

(File Ref. No. 01-0370-01; 12-8060-20-009502/9513/9514) (REDMS No. 4873049 v. 4)

CNCL-122

See Page CNCL-122 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

That each of the following bylaws be introduced and given first, second and third readings:

- (1) Donation Bin Regulation Bylaw No. 9502;
- (2) Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9513; and
- (3) Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 9514;

with an effective date of July 1, 2016.

Consent Agenda Item 9. HOUSING AGREEMENT BYLAW NO. 9297 TO PERMIT THE CITY OF RICHMOND TO SECURE AFFORDABLE HOUSING UNITS LOCATED AT 5580 NO. 3 ROAD (KEBET HOLDINGS LTD.)

(File Ref. No. 08-4057-01; 12-8060-20-009297) (REDMS No. 4810573 v. 8)

CNCL-145

See Page CNCL-145 for full report

PLANNING COMMITTEE RECOMMENDATION

That Housing Agreement (5580 No. 3 Road) Bylaw No. 9297 be introduced and given first, second and third readings to permit the City to enter into a Housing Agreement substantially in the form attached hereto, in accordance with the requirements of section 905 of the Local Government Act, to secure the Affordable Housing Units required by the Development Permit Application DP 14-660885.

Consent Agenda Item

10. RICHMOND RESPONSE: METRO VANCOUVER REGIONAL AFFORDABLE HOUSING STRATEGY UPDATE

(File Ref. No. 08-4057-05) (REDMS No. 4839104 v. 10)

CNCL-168

See Page CNCL-168 for full report

PLANNING COMMITTEE RECOMMENDATION

- (1) That the staff report titled "Richmond Response: Metro Vancouver Regional Affordable Housing Strategy Update" dated January 4, 2016, from the General Manager, Community Services, be received for information; and
- (2) That City Council forward the following recommendations to Metro Vancouver with respect to the Regional Affordable Housing Strategy update:
 - (a) Metro Vancouver continue to advocate to both the federal and provincial government to increase their role, presence and funding of existing and new affordable housing initiatives;
 - (b) Metro Vancouver request both the provincial and federal governments to assist in annually collecting and distributing reliable data regarding Metro Vancouver regional and individual municipal housing demand and supply;
 - (c) Metro Vancouver amend the threshold of affordability for homeownership to 32% of a household's gross family income in order to consistently apply the benchmark of homeownership affordability that the housing industry does;
 - (d) the City of Richmond supports Metro Vancouver's initiatives to have member municipalities create policies that encourage the supply of rental housing including new purpose built rental housing;
 - (e) that Metro Vancouver Regional Planning Advisory Committee be directed to create a policy to encourage all affected parties (e.g., senior governments, Metro Vancouver Housing Commission, municipalities, private owners and developers) to support the renewal of expiring non- profit and cooperative housing agreements, the proposed policy be circulated for endorsement by all Metro Vancouver member municipalities and once the policy is endorsed, Metro Vancouver request all parties to follow it including the federal and provincial governments;
 - (f) that Metro Vancouver Housing Commission (MVHC) be directed to create a tenancy management policy package by May 1, 2016 outlining MVHC's services and fees for the management of affordable housing units which are secured

through inclusionary housing policies and distribute it to developers/owners so that they can consider the option having the MVHC manage or assist in managing such affordable housing units; and

(g) to best protect those who may be at risk of homelessness, Metro Vancouver request the provincial government to review and increase, the shelter component of income assistance on an annual basis to reflect the high cost of living in the region.

Consent Agenda Item 11. RCSAC 2015 ANNUAL REPORT AND 2016 WORK PROGRAM

(File Ref. No. 01-0100-30-RCSA1-01) (REDMS No. 4841482)

CNCL-225

See Page CNCL-225 for full report

PLANNING COMMITTEE RECOMMENDATION

That the Richmond Community Services Advisory Committee's 2016 Work Program be approved.

Consent Agenda Item 12. APPLICATION BY GBL ARCHITECTS INC. FOR A ZONING TEXT AMENDMENT TO THE "HIGH RISE OFFICE COMMERCIAL (ZC33) - (CITY CENTRE)" ZONE FOR THE PROPERTY AT 8477 BRIDGEPORT ROAD

(File Ref. No. 12-8060-20-009507; ZT 15-708370) (REDMS No. 4791846 v. 2)

CNCL-260

See Page CNCL-260 for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9507, for a Zoning Text Amendment to the "High Rise Office Commercial (ZC33) - (City Centre)" zone to allow vehicle sale/rental as a permitted secondary use on the property at 8477 Bridgeport Road, be introduced and given first reading.

Consent Agenda Item 13. APPLICATION BY CHI KUEN YEUNG AND CARDISON CHUN KIK YEUNG FOR REZONING AT 7400/7420 SCHAEFER AVENUE FROM "TWO-UNIT DWELLINGS (RD1)" TO "SINGLE DETACHED (RS2/K)"

(File Ref. No. 12-8060-20-009511; RZ 15-692244) (REDMS No. 4846602)

CNCL-269

See Page CNCL-269 for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9511, for the rezoning of 7400/7420 Schaefer Avenue from "Two-Unit Dwellings (RD1)" to "Single Detached (RS2/K)", be introduced and given first reading.

Consent Agenda Item 14. ADDITIONAL PROPOSED REQUESTS TO THE MINISTER OF AGRICULTURE: AGRICULTURAL LAND RESERVE (ALR) WINERIES

(File Ref. No. 08-4430-03-08) (REDMS No. 4887137)

CNCL-302

See Page CNCL-302 for full report

PLANNING COMMITTEE RECOMMENDATION

That the letter to the BC Minister of Agriculture regarding Additional City of Richmond Requests: Wineries in the Agricultural Land Reserve (ALR), dated January 14, 2016, from the Manager, Policy Planning be endorsed

Consent Agenda Item 15. RICHMOND ACTIVE TRANSPORTATION COMMITTEE - PROPOSED 2016 INITIATIVES

(File Ref. No. 01-0100-20-RCYC1) (REDMS No. 4817866)

CNCL-331

See Page CNCL-331 for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE RECOMMENDATION

- (1) That the proposed 2016 initiatives of the Richmond Active Transportation Committee, as outlined in the staff report titled "Richmond Active Transportation Committee Proposed 2016 Initiatives" dated December 18, 2015 from the Director, Transportation, be endorsed; and
- (2) That a copy of the above report be forwarded to the Richmond Council-School Board Liaison Committee for information.

Consent Agenda Item

16. TRAFFIC SAFETY ADVISORY COMMITTEE – PROPOSED 2016 INITIATIVES

(File Ref. No. 01-0100-30-TSAD1-01) (REDMS No. 4816624)

CNCL-342

See Page CNCL-342 for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE RECOMMENDATION

- (1) That the proposed 2016 initiatives for the Traffic Safety Advisory Committee, as outlined in the staff report titled "Traffic Safety Advisory Committee Proposed 2016 Initiatives," dated December 21, 2015, from the Director, Transportation, be endorsed; and
- (2) That a copy of the above report be forwarded to the Richmond Council-School Board Liaison Committee for information.

Consent Agenda Item

17. RICHMOND'S INVASIVE SPECIES ACTION PLAN

(File Ref. No. 10-6160-07-01) (REDMS No. 4759687 v. 2)

CNCL-347

See Page CNCL-347 for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE RECOMMENDATION

That the Invasive Species Action Plan, as described in the staff report titled "Richmond's Invasive Species Action Plan," dated December 7, 2015 from the Director, Engineering, be adopted.

Consent Agenda Item 18. WORKS AND SERVICES COST RECOVERY BYLAW AMENDMENT

(File Ref. No. 12-8060-20-008752; 10-6060-01) (REDMS No. 4677246 v. 4)

CNCL-395

See Page CNCL-395 for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE RECOMMENDATION

That Works and Services Cost Recovery Bylaw No. 8752 be amended and given first, second, and third readings.

Consent Agenda Item 19. LOCAL AREA SERVICES – NORTH SIDE DONALD ROAD FROM AND INCLUDING 6991 DONALD ROAD TO AND INCLUDING 7480 GRANDY ROAD AND SOUTH SIDE DONALD ROAD FROM GILBERT ROAD TO AND INCLUDING 6760 DONALD ROAD - BYLAW NO. 9277

(File Ref. No. 12-8060-20-009277; 10-6000-01) (REDMS No. 4726637)

CNCL-403

See Page CNCL-403 for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE RECOMMENDATION

- (1) That the Local Area Services Program for roadway development to widen pavement, install curb, gutter, sidewalk, street lights and boulevard trees (where ditch has previously been eliminated on Donald Road), be adopted in accordance with Section 211 and 212 of the Community Charter; and
- (2) That Bylaw No. 9277, which authorizes local area services construction at Donald Road, be introduced and given first, second and third readings.

CONSIDERATION OF MATTERS REMOVED FROM THE CONSENT AGENDA

NON-CONSENT AGENDA ITEMS

GENERAL PURPOSES COMMITTEE

Mayor Malcolm D. Brodie, Chair

20. GEORGE MASSEY TUNNEL REPLACEMENT – CITY COMMENTS ON PROJECT DEFINITION REPORT

(File Ref. No. 01-0150-20-THIG1) (REDMS No. 4863110 v. 5)

CNCL-411

See Page CNCL-411 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

Opposed: Part (4) - Cllr. Loo

- (1) That the Ministry of Transportation and Infrastructure (MoTI) be advised that while the City supports in principal the objectives of the George Massey Tunnel Replacement Project to ease traffic congestion at the existing tunnel area, improve transit and cycling connections and replace aging highway infrastructure to enhance public safety, as described in their Project Definition Report, the following issues must be addressed by MoTI prior to advancing the project for further design and the procurement process:
 - (a) provision of further details to demonstrate how the overall project will:
 - (i) have a net zero or positive impact to agricultural land; and
 - (ii) maintain, protect and enhance the City's riparian management areas and environmentally sensitive areas through a net gain approach;
 - (b) determination of how the toll rate will be implemented so that it would be fair, equitable and part of a region-wide mobility pricing policy consistent with the Mayors' Council vision for regional transportation investments in Metro Vancouver;
 - (c) immediate commencement of discussions by MoTI with the Cities of Vancouver and Richmond to jointly establish a contingency plan to address any potential increased traffic queuing on Highway 99 at the approach to the Oak Street Bridge;
 - (d) collaboration with the City to identify appropriate infrastructure improvements to minimize any negative impacts from the widened bridge crossing and associated interchanges on the local road network including Steveston Highway, Westminster Highway, No. 5 Road, Van Horne Way, and Rice Mill Road;
 - (e) encouragement of project proponents by MoTI to achieve a creative and innovative iconic design of the new bridge that recognizes its significance of being the largest bridge to be built in British Columbia;
 - (f) facilitate excellence in supporting sustainable transportation options through:
 - (i) partnership with TransLink to ensure that the transit stops within the Steveston Highway and Highway 17A interchanges are operational on opening day;
 - (ii) provision of a multi-use path for pedestrians and cyclists on each side of the new bridge of sufficient width to safely accommodate all users in order to:

- i. improve safety by minimizing the crossing of Highway 99 on- and off-ramps at Steveston Highway that are planned as free flow;
- ii. minimize circuitousness and maximize convenience; and
- iii. better address existing and future demand;
- (iii) inclusion of pedestrian and cycling facilities as part of the new Steveston Highway and Westminster Highway interchanges and on both sides of the Blundell Road overpass;
- (iv) provision of improved pedestrian and cycling facilities on Shell Road as part of the widened Shell Road overpass;
- (2) That the BC Environmental Assessment Office, the Federal Minister of Transport, and the Minister of the Environment be requested to extend the deadline for comments on the draft Application Information Requirements from February 10, 2016 to March 15, 2016 to provide the City with sufficient time to provide meaningful input;
- (3) That the matter be referred to Metro Vancouver for comments on the compatibility of the new bridge with the Regional Growth Strategy; and
- (4) That overall Richmond City Council prefers a new or improved tunnel rather than a new bridge.

21. REVISED FCM RESOLUTION - FEDERAL PORT OPERATIONS ON AGRICULTURAL LAND

(File Ref. No. 01-0130-01) (REDMS No. 4896864)

CNCL-429

See Page CNCL-429 for full report

STAFF RECOMMENDATION

That the Revised FCM Resolution - Federal Port Operations on Agricultural Land, as proposed in the January 22, 2015 staff report from the Director of Intergovernmental Relations and Protocol Unit, be submitted to the Federation of Canadian Municipalities for their endorsement (Attachment 3).

PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAWS FOR ADOPTION

CNCL-439 Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 8929

(8200, 8220, 8280 and 8300 No. 1 Road, RZ 11-596490)

Opposed at 1st Reading – None.

Opposed at 2nd/3rd Readings – None.

CNCL-442 Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 9049

(Portion of 7671 Bridge Street, RZ 13-631303)

Opposed at 1st Reading – None. Opposed at 2nd/3rd Readings – None.

CNCL-444 Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 9503

(2760 Sweden Way, ZT 15-710920)

Opposed at 1st Reading – None.

Opposed at 2nd/3rd Readings – None.

DEVELOPMENT PERMIT PANEL

22. RECOMMENDATION

See DPP Plan Package (distributed separately) for full hardcopy plans

Council Agenda – Monday, January 25, 2016		
Pg. # ITE	M	
CNCL-446	(1)	That the minutes of the Development Permit Panel meeting held on December 16, 2015, and January 13, 2016, and the Chair's report for the Development Permit Panel meetings held on September 16, 2015, be received for information; and
CNCL-455	(2)	That the recommendations of the Panel to authorize the issuance of a Development Permit (DP 12-624819) for the property at 8200, 8220, 8280 and 8300 No. 1 Road be endorsed, and the Permits so issued.
	AD.	JOURNMENT





Regular Council meeting for Public Hearings Monday, January 18, 2016

Place:

Council Chambers

Richmond City Hall

Present:

Mayor Malcolm D. Brodie

Councillor Chak Au
Councillor Derek Dang
Councillor Carol Day
Councillor Ken Johnston
Councillor Alexa Loo
Councillor Bill McNulty
Councillor Linda McPhail
Councillor Harold Steves

Michelle Jansson, Acting Corporate Officer

Call to Order:

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

1. RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9508 (RZ 15-690379)

(Location: 10631 Williams Road; Applicant: Kenneth Kevin McWilliam)

Applicant's Comments:

The applicant was available to respond to queries.

Written Submissions:

None.

Submissions from the floor:

None.

PH16/1-1

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9508 be given

second and third readings.

CARRIED



Minutes

Regular Council meeting for Public Hearings Monday, January 18, 2016

ADJOURNMENT

PH16/1-2

It was moved and seconded

That the meeting adjourn (7:02 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 January 18, 2016.

Mayor (Malcolm D. Brodie)

Acting Corporate Officer (Michelle Jansson)



Annual Report to City Council



Mission Statement

inclusive regional theatre for Richmond and participation and cultural diversity, we strive its surrounding communities. Encouraging professional theatre and programs that Gateway Theatre is a welcoming and for excellence and leadership in the development and production of live, connect the community.



Programs

Live Professional Theatre

Theatre Education for Young

People

Signature Series

- 4 MainStage & 2 Studio Shows
- English-language

Pacific Festival

- Contemporary plays in Cantonese
- & Mandarin
- English surtitles

Artistic Development

Professional training workshops for Chinese-speaking actors Emerging artist opportunities New play development

Behind-the-scenes outreach program Discounted schools tickets Gateway Academy

Event-production support & mentorship Community Engagement Community venue rentals

Volunteer program

GATEWAY



2014-2015 Season

Inaugural Pacific Festival

小島芸香 The Isle 赤室解禁 The Fire of Desire 打轉教室 Detention

Signature Series

Conversations with My Mother How to Disappear Completely Crazy for You Valley Song

Miss Caledonia

Rodgers and Hammerstein: Out of a Dream

"Pay attention, Canadian theatres: Maybe your lack of culturally diverse audiences isn't a problem after all, but an opportunity." The Globe and Mail





Education

Academy for the Performing

Arts

220 students aged 6-18

Classes in

- Acting Singing
- Musical Theatre Speech
- **Playwriting**

community-minded, self-confident, Arts-involved youth are more creative and collaborative academically-motivated

RBC Outreach Program

the-scenes look at professional theatre 120 high school students get a behind-

Discounted Youth Tickets

More than 2000 students access steeply discounted tickets





Community

2014/2015 Venue Use 29 community and professional groups 20,596 attendees

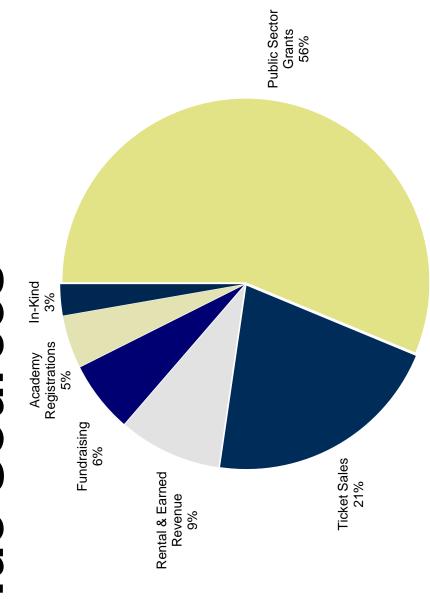
2014/2015 Volunteer Program 127 volunteers

9,955 hours of volunteer time





Revenue Sources





2014/2015 Supporters

Public Sector

Human Resources Development Canada Canada Council for the Arts Province of British Columbia The City of Richmond **BC Arts Council**

Courtyard Gardens & Gilmore Gardens Pryke Lambert Leathley Russell LLP McDonald's Restaurants G & F Financial Group **Corporate Sponsors** Univar Canada Ltd. **Investors Group** Daiso Canada

Foundations

THEFACESHOP

YVR Vancouver Airport Authority

Vancouver Foundation Hamber Foundation Koerner Foundation **RBC Foundation**

Corporate Donors

Richmond Chinatown Lions Club Dorset Realty Group Ackroyd Insurance Investors Group

In Kind Sponsors

Accent Inns

Continental Seafood Restaurant Executive Airport Plaza Hotel Fairchild Radio & TV Anna's Cake House Lansdowne Centre

Ming Pao + Canadian Chinese Express Sheraton Vancouver Airport Hotel PODS Moving and Storage Richmond Night Market The Richmond Review Richmond News Signarama

Sing Tao + Canadian City Post



2014/2015 Financial

Results

Our Mission

inclusive regional theatre for Richmond and its surrounding communities. *Encouraging* strive for excellence and leadership in the participation and cultural diversity, we professional theatre and *programs that* Gateway Theatre is a welcoming and development and production of live, connect the community.



2014/2015 Financial

ResultsA period of artistic and community-building investment

\$72K deficit

Many artistic successes and achievements

Strong cash position





2015 Pacific Festival

樓城 The Will to Build 女煮人 / 聊Dry男 Cook Your Life / MeChat 相約星期二 Tuesdays with Morrie

Total attendance exceeded 3,000

47% of attendees were new to Gateway 77% primarily speak Cantonese at home 98% said they would buy tickets again



"Wonderful to see a play performed in my mother tongue."

"English is my first language and I enjoyed the play just as much as the Cantonese audience."



Fall 2015 Signature Series

For the Pleasure of Seeing Her Again

so hard in a long time, and the conclusion was very touching. "Brilliant acting by both mother and son. I haven't laughed Congratulations all round."

...didn't see that coming...

"Thank you for a truly enjoyable evening. We are still talking about it."

The Wizard of Oz

I've seen at the Gateway in the last 10+ years...A must see!!!" "Absolutely loved this production. One of the best musicals





Upcoming Priorities

- A sustainable model for the Pacific Festival
- Greater focus on fundraising to diversify revenue
- New marketing & ticketing approaches to tap into new audiences



Board of Directors

Susan Ness, Chair John Watson, Vice Chair Fiona Gan, Treasurer Sandra Schinnerl, Secretary Seemah Aaron, Phebe Chan, Margaret Comiskey, Wayne Gibson, Howard Harowitz, Carolyn Price, William Tang, Paulina Zhang Paul Koonar & Brian Zhou, Youth Now Board Members

Councillor Chak Au, City Council Liaison

Special thanks to Angela Chu and Suzanne Dunn, who served as board members until December 2015.





Community Safety Committee

Date:

Tuesday, January 12, 2016

Place:

Anderson Room

Richmond City Hall

Present:

Councillor Bill McNulty, Chair

Councillor Derek Dang Councillor Ken Johnston Councillor Alexa Loo Councillor Linda McPhail Mayor Malcolm Brodie

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 December 15, 2016, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

February 10, 2016, (tentative date) at 4:00 p.m. in the Anderson Room

LAW AND COMMUNITY SAFETY DIVISION

1. COMMUNITY BYLAWS MONTHLY ACTIVITY REPORT - NOVEMBER 2015

(File Ref. No. 12-8060-01) (REDMS No. 4831122)

Community Safety Committee Tuesday, January 12, 2016

Discussion ensued with regard to staffing changes in the Law and Community Services Division and Committee wished to congratulate Deborah Procter, Manager, Emergency Programs, on her upcoming retirement.

It was moved and seconded

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

CARRIED

2. RICHMOND FIRE-RESCUE MONTHLY ACTIVITY REPORT - NOVEMBER 2015

(File Ref. No. 09-5000-01) (REDMS No. 4837358 v. 2)

Tim Wilkinson, Acting Fire Chief, commented on the positive impact of the new firefighting equipment utilized during calls and wished to thank Council for their continued support of Richmond Fire-Rescue.

It was moved and seconded

That the staff report titled "Richmond Fire-Rescue Monthly Activity Report - November 2015," dated December 22, 2015, from the Acting Fire Chief, Richmond Fire-Rescue, be received for information.

CARRIED

3. RCMP'S MONTHLY REPORT - NOVEMBER 2015 ACTIVITIES (File Ref. No. 09-5000-01) (REDMS No. 4824530)

Renny Nesset, Officer in Charge, Richmond RCMP, briefed Committee on the November 2015 activities, noting that reported incidents of residential break and enter in the city have decreased.

Discussion ensued with regard to (i) the management of the Block Watch Program, (ii) the number of Block Watch members, (iii) the deterrent effect of the Block Watch signs, and (iv) continuing integration of Block Watch into neighbourhoods.

In reply to queries, Supt. Nesset noted that staff can provide Committee with an update on the Block Watch Program.

Discussion then ensued regarding the improving technology related to tracking stolen vehicles.

It was moved and seconded

That the report titled "RCMP's Monthly Report – November Activities 2015," – dated November 30, 2015, from the Officer in Charge, Richmond RCMP, be received for information.

CARRIED

Community Safety Committee Tuesday, January 12, 2016

4. FIRE CHIEF BRIEFING

(Verbal Report)

(i) Anti-Bullying/Pink Shirt Day

Acting Chief Wilkinson, advised that Pink Shirt Day will be on February 24, 2016.

(ii) Heart Health Month

Acting Chief Wilkinson noted that RFR is reminding the community that February is Heart Health Month.

(iii) Burn Awareness Week

Acting Chief Wilkinson advised that Burn Awareness Week is scheduled for January 24 to February 5, 2016.

(iv) Touchstone Eating Together Event

Acting Chief Wilkinson advised that the Touchstone Eating Together Event breakfast will be on February 21, 2016 from 10:00 a.m. to 11:30 a.m.

(v) Christmas Tree Chip Update

Acting Chief Wilkinson provided an update on the Christmas Tree Chip event, noting that over \$6000 was raised for charity.

(vi) Christmas Eve Parades Update

Acting Chief Wilkinson updated Committee on the Christmas Eve parades, noting that food was donated to the Richmond Food Bank in addition to the \$1600 raised.

5. RCMP/OIC BRIEFING

(Verbal Report)

None.

MANAGER'S REPORT

None.

ADJOURNMENT

It was moved and seconded That the meeting adjourn (4:15 p.m.).

CARRIED

Community Safety Committee Tuesday, January 12, 2016

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, January 12, 2016.

Councillor Bill McNulty Chair Evangel Biason Legislative Services Coordinator





General Purposes Committee

Date:

Monday, January 18, 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 Linda McPhail
Councillor Harold Steves

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 General Purposes Committee held on January 4, 2016, be adopted as circulated.

CARRIED

PRESENTATION

1. With the aid of a PowerPoint presentation, Geoff Freer, Executive Project Director, George Massey Tunnel Replacement Project, Ministry of Transportation and Infrastructure, provided an overview on the Replacement Project and highlighted the consultation process, the traffic analysis, the transit, cycling and pedestrian connections, the environmental benefits, and the effects on agricultural land.

Discussion ensued in which Mr. Freer provided the following information:

General Purposes Committee Monday, January 18, 2016

- the project will include road widening on the west side of Highway 99 from between 10 and 30 metres;
- the proposed bridge is being constructed to accommodate light rapid transit (rail) in the future;
- statistics indicate that 2% of traffic using the tunnel originates from Deltaport and that trucks make up 6% of the tunnels rush hour traffic and approximately 14% of traffic between 9 a.m. and 3 p.m.;
- the Province considered current information related to seismic standards and liquefaction conditions, explored alternative corridors, and examined various bridge and/or tunnel options;
- depending on the number of lanes considered, similar costs would be incurred with a new or twin tunnel due to the seismic work required, and a second tunnel would have a significant impact on the areas agricultural, residential, and commercial land;
- the proposed three level Steveston interchange would not significantly impact the existing farm land and commercial/residential areas;
- the traffic queues for the Oak Street Bridge are primarily a result of the traffic lights at 70th Avenue and the Province is in discussion with the City of Vancouver regarding the matter;
- specific details related to the net positive impact to viable agricultural lands will not be available until further in the design process;
- the Province's work is based on Metro Vancouver Plans, including the Regional Growth Strategy;
- while TransLink supports the Province's proposal with the integrated transit stops, their priority is for rail lines from Surrey;
- discussions have taken place with TransLink regarding Park 'n Ride service at the Steveston Highway and Highway 17A interchanges; however, due to the potential impacts to agricultural land the focus was placed on developing the integrated transit stops;
- the Province will absorb all costs associated with improvements in the Highway right-of-way; however, future discussions with the City would be required regarding costs for any potential improvements to the City's infrastructure (i.e., Rice Mill Road access);
- environmental benefits include transit, cycling and pedestrian enhancements, reduced vehicular idling, stormwater biofiltration, and ditch drainage and vegetation improvements;
- the proposed Steveston Highway interchange improvement will encroach on City lands by approximately 20 metres (65 feet);

General Purposes Committee Monday, January 18, 2016

- the tunnel will be removed for environmental reasons; however, there is no intention by Port Metro Vancouver to dredge the Fraser River in order to increase the shipping channel; and
- there are ongoing discussions with Metro Vancouver regarding the location of the water main.

Discussion ensued regarding the (i) importance of addressing the Oak Street Bridge queues with the City of Vancouver, (ii) net amount of farmland being affected, (iii) possible encroachment on City land at the Steveston Highway interchange, and (iv) removal of the tunnel in order to increase the shipping channel in the Fraser River.

PLANNING AND DEVELOPMENT DIVISION

2. GEORGE MASSEY TUNNEL REPLACEMENT – CITY COMMENTS ON PROJECT DEFINITION REPORT

(File Ref. No. 01-0150-20-THIG1) (REDMS No. 4863110 v. 5)

A map showing the primary and secondary Agricultural Land Reserves (ALR) from 1973 and information prepared by the Richmond Chamber of Commerce titled "The Economic Importance of the Lower Fraser River," prepared July 2014 (attached to and forming part of these Minutes as Schedule 1) were distributed on table. Discussion ensued regarding (i) the 1973 Southwestern Shores study prepared for Fraser River Port Authority and others promoting the industrialization of the River, (ii) opportunities for Metro Vancouver, the City, and the public to comment on the design of the proposed bridge and on the possible industrialization of the Fraser River, and (iii) the ongoing loss of ALR lands along the Fraser.

In response to a query from Committee, Victor Wei, Director, Transportation, advised that the staff recommendation is to endorse the objectives to ease congestion at the existing tunnel area, improve transit connections, and replace aging highway infrastructure to enhance public safety. He further advised that endorsement of the objectives is not an endorsement of the Replacement Project.

Douglas George Massey, 875 Eden Crescent, Delta, spoke to the demise of the George Massey Tunnel and provided a copy of (i) a brief titled "George Massey Tunnel Replacement Project Review," a document titled "The Vision to Build the George Massey Tunnel and the Road to its Removal," and an email response from Tunnel Engineering Consultants, dated January 13, 2016 (attached to and forming part of these Minutes as Schedule 2). Mr. Massey provided background information regarding a presentation to the Province by Tunnel Engineering Consultants, from the Netherlands, on the suitability of tunnel technology for this project that was not made public. He commented on (i) the lack of information related to tunnel improvement and/or replacement costs, (ii) material obtained through a Freedom of Information request that demonstrates the Province and Port of Vancouver's collaboration in the Tunnels removal to allow industrial expansion along the Fraser River, and (iii) the risks associated with the expansion of docks and terminals along the river.

Committee requested copies of the background material spoke of by Mr. Massey.

It was moved and seconded

- (1) That the Ministry of Transportation and Infrastructure (MoTI) be advised that while the City supports in principal the objectives of the George Massey Tunnel Replacement Project to ease traffic congestion at the existing tunnel area, improve transit and cycling connections and replace aging highway infrastructure to enhance public safety, as described in their Project Definition Report, the following issues must be addressed by MoTI prior to advancing the project for further design and the procurement process:
 - (a) provision of further details to demonstrate how the overall project will:
 - (i) have a net zero or positive impact to agricultural land; and
 - (ii) maintain, protect and enhance the City's riparian management areas and environmentally sensitive areas through a net gain approach;
 - (b) determination of how the toll rate will be implemented so that it would be fair, equitable and part of a region-wide mobility pricing policy consistent with the Mayors' Council vision for regional transportation investments in Metro Vancouver;
 - (c) immediate commencement of discussions by MoTI with the Cities of Vancouver and Richmond to jointly establish a contingency plan to address any potential increased traffic queuing on Highway 99 at the approach to the Oak Street

Bridge;

- (d) collaboration with the City to identify appropriate infrastructure improvements to minimize any negative impacts from the widened bridge crossing and associated interchanges on the local road network including Steveston Highway, Westminster Highway, No. 5 Road, Van Horne Way, and Rice Mill Road;
- (e) encouragement of project proponents by MoTI to achieve a creative and innovative iconic design of the new bridge that recognizes its significance of being the largest bridge to be built in British Columbia;
- (f) facilitate excellence in supporting sustainable transportation options through:
 - (i) partnership with TransLink to ensure that the transit stops within the Steveston Highway and Highway 17A interchanges are operational on opening day;
 - (ii) provision of a multi-use path for pedestrians and cyclists on each side of the new bridge of sufficient width to safely accommodate all users in order to:
 - i. improve safety by minimizing the crossing of Highway 99 on- and off-ramps at Steveston Highway that are planned as free flow;
 - ii. minimize circuitousness and maximize convenience; and
 - iii. better address existing and future demand;
 - (iii) inclusion of pedestrian and cycling facilities as part of the new Steveston Highway and Westminster Highway interchanges and on both sides of the Blundell Road overpass;
 - (iv) provision of improved pedestrian and cycling facilities on Shell Road as part of the widened Shell Road overpass;
- (2) That the BC Environmental Assessment Office, the Federal Minister of Transport, and the Minister of the Environment be requested to extend the deadline for comments on the draft Application Information Requirements from February 10, 2016 to March 15, 2016 to provide the City with sufficient time to provide meaningful input;
- (3) That the matter be referred to Metro Vancouver for comments on the compatibility of the new bridge with the Regional Growth Strategy; and

(4) That overall Richmond City Council prefers a new or improved tunnel rather than a new bridge.

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

The question on Parts (1), (2) and (3) was then called and it was **CARRIED**.

The question on Part (4) was then called and it was **CARRIED** with Cllrs. Johnston and Loo opposed.

3. 2015 REPORT FROM CITY CITIZEN REPRESENTATIVES TO THE VANCOUVER INTERNATIONAL AIRPORT AERONAUTICAL NOISE MANAGEMENT COMMITTEE (YVR ANMC)

(File Ref. No. 01-0153-04-01) (REDMS No. 4826933 v. 3)

It was moved and seconded

That the report from the City citizen representatives to the Vancouver International Airport Aeronautical Noise Management Committee (YVR ANMC) regarding the Committee's 2015 activities dated December 21, 2015, from the Director, Transportation, be received for information.

The question on the motion was not called as in reply to queries Mr. Wei accompanied by Gary Abrams, City Representative, Vancouver International Airport Aeronautical Noise Management Committee (YVR ANMC), advised that a breakdown of the inquiries would be requested from YVR staff and provided to Council. Also, Mr. Abrams noted that he is anticipating meeting with the representative of the British Columbia Floatplane Association in the near future to discuss various concerns.

In response to a query from Committee, Terry Crowe, Manager, Policy Planning, commented that staff will be meeting with YVR to clarify the consultation process regarding the Airport's Master Plan.

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

FINANCE AND CORPORATE SERVICES DIVISION

4. RICHMOND SPORT HOSTING PROGRAM AMENDMENTS (File Ref. No. 08-4150-01) (REDMS No. 4769715 v. 8)

A staff memorandum titled "Council Policy 3710 Amendments – Redlined Version," dated January 18, 2016, was circulated to Committee (attached to and forming part of these Minutes as Schedule 3).

In reply to queries from Committee, Neonila Lilova, Manager, Economic Development, accompanied by Tanya Foley, Manager, Sport Hosting, advised that (i) the three special grants to a maximum of \$25,000 per annum are funded from revenue surpluses achieved between 2009 and 2011, (ii) staff would work with the groups hosting smaller events to find revenue sources, (iii) the Sport Hosting Strategy review examined the \$400,000 annual budget for efficiencies and the findings indicated that the current allocation is the appropriate amount moving forward, and (iv) the special grants of \$25,000 would be considered for larger sport hosting events that require funding above the \$7,000 annual threshold.

Committee requested that staff provide a memorandum detailing the grant recipients prior to the regular meeting of Council.

It was moved and seconded

- (1) That the proposed amended Council Policy 3710 Sport Hosting Incentive Grant, included as Attachment 1 to the staff report titled "Richmond Sport Hosting Program Amendments," from the General Manager, Finance and Corporate Services, dated November 12, 2015, be approved; and
- (2) That the updated Richmond Sport Hosting Strategy 2016-2020, included as Attachment 3 to the staff report titled "Richmond Sport Hosting Program Amendments," from the General Manager, Finance and Corporate Services, dated November 12, 2015, be endorsed.

CARRIED

ENGINEERING AND PUBLIC WORKS DIVISION

5. DONATION BIN REGULATION BYLAW NO. 9502

(File Ref. No. 01-0370-01; 12-8060-20-009502/9513/9514) (REDMS No. 4873049 v. 4)

It was moved and seconded

That each of the following bylaws be introduced and given first, second and third readings:

- (1) Donation Bin Regulation Bylaw No. 9502;
- (2) Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9513; and
- (3) Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 9514;

with an effective date of July 1, 2016.

CARRIED

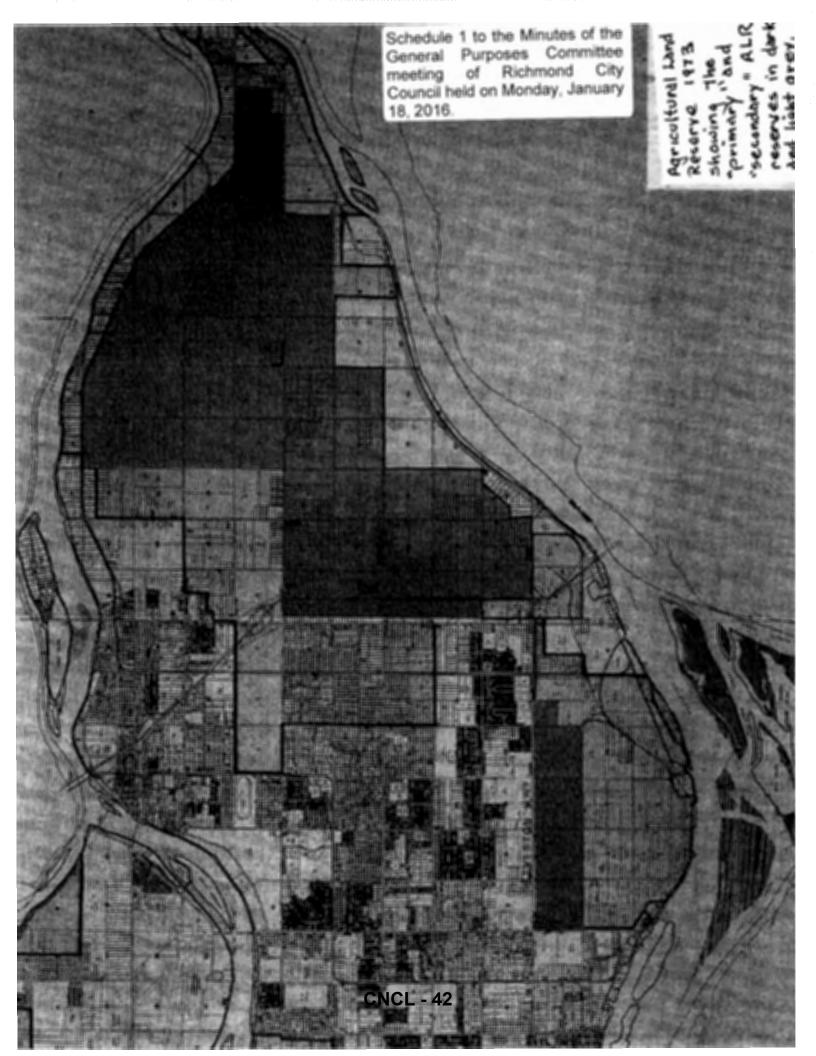
ADJOURNMENT

It was moved and seconded That the meeting adjourn (5:35 p.m.).

CARRIED

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 January 18, 2016.

Mayor Malcolm D. Brodie Chair Heather Howey
Legislative Services Coordinator



The Economic Importance of the Lower Fraser River

July 2014 Prepared by the Richmond Chamber of Commerce.

Replacement of the George Massey Tunnel

An important constraint affecting the maximum draft for vessels using the Lower Fraser River is the George Massey Tunnel. ¹⁷⁴ The tunnel is a key link enabling traffic on Highway 99 to cross the South Arm of the Fraser River near where it empties into the Strait of Georgia.

"Built over 50 years ago, the four lane tunnel is reaching the end of its service life and is already beyond its traffic capacity." Anticipated substantial additional residential, commercial, industrial, port and Canada-U.S. road traffic on Highway 99 threatens to aggravate the congestion through the tunnel. "The Corporation of Delta estimates the cost of the George Massey Tunnel's road congestion was \$66 million in 2008. By 2041, the congestion could cost our economy an estimated \$100 million." (annually)

The market of the day to broken it to the own your it appropriately

The draft limit for ships passing over the top of the tunnel currently is less than 12 metres. With the increasing draft of ships that would use the river for navigation, and in particular the deepening of the Panama Canal now projected to be completed in 2015, ships with drafts of over 18 metres could potentially need to serve terminals upstream of the tunnel. In the way 1875 & about 15 the on the control of th

Any deepening of the shipping channel and its ongoing dredging to the new depth would require a contact to the shipping channel and its ongoing dredging to the new depth would require a contact to the shipping channel and its ongoing dredging to the new depth would require a contact to the shipping channel and its ongoing dredging to the new depth would require a contact to the shipping channel and its ongoing dredging to the new depth would require a contact to the shipping channel and its ongoing dredging to the new depth would require a contact to the shipping channel and its ongoing dredging to the new depth would require a contact to the shipping channel and its ongoing dredging to the new depth would require a contact to the shipping channel and the shipp business case justification with respect to that depth and corresponding cost, taking into account the access with the shipping volumes and vessels to be involved. and the line

A large majority of dredging required is in the first few kilometres of the river upstream from its mouth with the first few kilometres of the river upstream from its mouth with the first few kilometres of the river upstream from its mouth with the first few kilometres of the river upstream from its mouth with the first few kilometres of the river upstream from its mouth with the first few kilometres of the river upstream from its mouth with the first few kilometres of the river upstream from its mouth with the first few kilometres of the river upstream from its mouth with the first few kilometres of the river upstream from its mouth with the first few kilometres of the river upstream from its mouth with the first few kilometres of the river upstream from its mouth with the first few kilometres of the river upstream from the first few kilometres of the river upstream from the first few kilometres of the river upstream from the first few kilometres of the river upstream from the first few kilometres of the river upstream from the first few kilometres of the first few kilometres of the river upstream from the first few kilometres of the river upstream from the first few kilometres of the river upstream from the first few kilometres of the river upstream from the first few kilometres of the first few kilometres of the river upstream from the first few kilometres of the river upstream from the first few kilometres of the river upstream from the first few kilometres of the river upstream from the first few kilometres of the first few kilometres of the river upstream from the first few kilometres of the river upstream from the first few kilometres of the river upstream from the first few kilometres of the river upstream from the first few kilometres of the river upstream from the first few kilometres of the river upstream from t at the Sand Heads, i.e. is downstream from the location of the Massey Tunnel.

"--- The George Massey Tunnel poses a significant seismic risk. Designed at a time before earthquake resistance was well understood, the tunnel is vulnerable to even moderate earthquakes." Research has shown that large earthquakes have occurred and will again occur in Southwestern British Columbia.

"The loss of the George Massey Tunnel would throw Lower Mainland traffic into chaos ---" for many years.

"--- the Corporation of Delta identifies the George Massey Tunnel as one of the worst areas for traffic accidents on Highway 99."

It is obvious that replacement of the tunnel is an urgent priority. The British Columbia Ministry of Transportation and Infrastructure has undertaken a planning process that led to a decision to proceed with a replacement. 175

¹⁷⁴ The quotations in this section referring to subjects prior to the decision to replace the tunnel with a bridge are extracted from a letter to Minister Mary Polak, Minister of Transportation and Infrastructure, Province of British Columbia, from The Vancouver Board of Trade, dated January 25, 2013. http://www.boardoftrade.com/documents/George%20Massey%20Tunnel%20letter.pdf, Accessed August 28, 2013.

¹⁷⁵ George Massey Tunnel Replacement Project, Ministry of Transportation and Infrastructure, http://engage.gov.bc.ca/masseytunnel/, Accessed August 28, 2013.

On September 20, 2013, Premier Christy Clark announced that the Massey Tunnel will be replaced with a new bridge on the existing Highway 99 corridor. 176 Construction of the new bridge is to begin in 2017. In the interim, engineering and technical work will proceed on the project, with development of a more detailed project scope and business case for the bridge and associated improvements in the Highway 99 corridor. The results are to be released for public discussion in the spring of 2014. 177

or Port Meter Verscewer ?? The project is subject to environmental review. 178

As noted above, with the deepening of the Panama Canal now projected for 2015, ships with drafts of over 18 metres could potentially need to serve terminals upstream of the tunnel.

However, there could be problems with the length of these ships interfering with their ability to turn around in the river. The present maximum length of a ship that can turn around in the South (main) Arm of the river in relation to the shipping channel is approximately 300 metres. 179

After the George Massey Tunnel is removed, the size of vessels navigating the South Arm will be determined by the width of the navigation channel. The dredged width and depth of that channel will determine the vessel limitations up to a maximum length of approximately 300 metres. While removing the tunnel will allow the passage of vessels with drafts greater than the current limit of 11.5 metres, the anticipated economic impacts will need to justify the extent of any future dredging to accommodate increased vessel sizes. 180 2 - - portantives count oil port.

The major volume and cost of dredging to meet this challenge as noted earlier in this report would be the shipping channel between the tunnel and the Sand Heads where the channel ends and deeper water, of the Strait of Georgia begins. but depth would be 18 melines all the say to FSD. Why not a two track towned with LRT ?? 4.3.4 South Fraser Perimeter Road - Highway 17

"Approximately 40 km long, South Fraser Perimeter Road (SFPR) is a new four-lane expressway along the south side of the Fraser River" and across the area of Delta from highway 99 to near the BC Ferries terminal and Roberts Bank deep sea shipping terminal. 181

Completed in late 2013 at a cost of \$1.25 billion, the SFPR "--- is part of Highway 17 in Metro Vancouver, which connects the Tsawwassen Ferry Terminal in southwest Delta to 176 Street (Highway 15) in North

¹⁷⁶ B.C. moves forward with bridge to replace Massey Tunnel, news release, Office of the Premier, September 20, 2013. http://www.newsroom.gov.bc.ca/2013/09/bc-moves-forward-with-bridge-toreplace-massey-tunnel.html.

Accessed September 20, 2013.

¹⁷⁷ B.C. moves forward with bridge to replace Massey Tunnel.

¹⁷⁸ George Massey Tunnel Replacement Project.

¹⁷⁹ Information provided by Port Metro Vancouver.

¹⁸⁰ Information provided by Port Metro Vancouver.

¹⁸¹ South Fraser Perimeter Road (Highway 17), Fraser Transportation Group, http://www.sfprhighway17.ca/

George Massey Tunnel Replacement Project Review

By Douglas George Massey son of the late George Massey after whom the tunnel was named. August 24, 2015

Recognizing that the Provincial Government is determined to replace the George Massey Tunnel with a high level bridge in the Fraser River Delta, I would like to provide the public with a few facts that I researched from

publications over the life span of the tunnel.

Why was a tunnel built instead of a bridge in the first place?

Schedule 2 to the Minutes of the General Purposes Committee meeting of Richmond City Council held on Monday, January

They are as follows:

A tunnel was chosen because of the geology of the lower Fraser River delta. 18, 2016.

The lower Fraser River Delta comprised of Richmond, Sea Island, Delta, Queensborough, Pitt Meadows, South Surrey and Vancouver, started to form about 10,000 years ago, just after the Ice Age when the upper Fraser River Basin consisting of 234,000 km² (57,822,658 acres) or (90 square miles) was covered in ice. The sea was as far inland as Pitt Lake and extended 15-23 km (9-14 miles) westward into the Gulf of Georgia. When the ice melted off the upper Fraser basin, the materials of sand, gravel and clay flowed into the Gulf of Georgia at the rate of 3400 cm³/S (120,069cubic feet per second) creating some 1000 km² (247,105 acres) of delta, with depth of anywhere from 500 m (1500 feet) to 1000 m (3000 feet), above bedrock.

Bogs and marshland were formed. The materials within them were rich in nutrients and energy, supporting the greatest salmon bearing river in the world and largest population of wintering wildfowl. Dikes were built to contain the materials, creating the most productive agricultural lands in Canada, doing this took up about 80 % of the Fraser delta, leaving only 20% to support the ecosystem of the Lower Fraser River. According to a Sediment Management in Lower Fraser River document of March 30, 2010, the natural flow of sediments down the Fraser River must be maintained in order to support that ecosystem and any premature removal of these materials whether it is sand or gravel must be continuously monitored to insure the survival of that ecosystem.

The George Massey Tunnel was designed and built by Christiani & Nielson Corporation from Denmark, the same people who built the Maas tunnel in Rotterdam, Netherlands 1937-1942. The difference was that the Maas tunnel had a tube for bicycles and pedestrians whereas our tunnel did not even though it was proposed in 1947.

George Massey Tunnel was completed in 1959 at a cost of \$16,600,000 which is just over \$35 million in today's dollars. The George Massey tunnel was built on 600 meters (1969 ft.) of sediment (sand) on top of bedrock as there was insufficient footing for a high level bridge.

Building the Maas River Tunnel proved to be more attractive financially than a bridge because the cost of building a bridge high enough would be prohibitive in order to avoid hindering the passage of ships to and from the largest port in Europe, Rotterdam. Port Metro Vancouver is calling for a 65 meter (213 feet) high bridge instead of the design proposed of 57 meters (187 feet).

In 2006 seismic upgrading of the George Massey Tunnel was completed at a cost of \$20 million dollars. It consisted of making the 6 tunnel sections into one steel reinforced tube, attached to the ventilating towers on either side of the Fraser River. This would insure that the tunnel would not collapse if the underlying layer of sand was to liquefy. The pumping and emergency power systems were upgraded as well. In addition in 2009 an early warning system called "Shake Alarm" was installed on the George Massey Tunnel capable of detecting earthquakes with seconds to minutes of warning time, designed to close the gates at either end of the tunnel so that no one can enter if a dangerous quake was inbound, and those already inside can exit as normal before any shaking or movement begins.

CNCL - 45

Further improvements costing another \$17 million were scheduled for the George Massey Tunnel that would have improved the seismic protection around the approaches and the replacement of the ventilating equipment, but were cancelled when the government announced a new bridge crossing. A bridge that was to be 57 meters (187 feet) high, built on footings on top of 600 meters (1969 feet) of sand over bedrock, right near the present tunnel. One would have to ask how much safer this would be for a bridge, when studies showed that liquefaction would remove the sand from under the tunnel leaving it with no support despite being seismically upgraded.

The Alex Fraser Bridge is anchored on bedrock on one side of the Fraser River and supported on sand on the other side, leaving it also vulnerable to seismic liquefaction. In 1959 a Fraser Delta Geology: Hazard Assessment study by the provincial government stated that seismic upgrading was needed for all construction in the Fraser Delta, even the highways leading to our river crossings would be subject to seismic movement. To date there is no direct measurement of seismic vulnerability of the Fraser delta from strong motion recording.

The George Massey Tunnel was built below the Fraser River bottom and has at low water 33 feet (10m) over 1400 feet on either side of middle of channel and 42 feet (12.8 meters) over 700 feet over the middle of channel. At the time it was built it was deeper than all navigable river channels in the world.

Dredging of the Lower Fraser River to 11.5 meters with a minimum 2 hour window year round currently costs Port Metro Vancouver \$15 million a year; they recoup only \$10 million by selling the sand to cement makers and road builders. To deepen the Lower Fraser River to the 13.5 meters (44 feet) proposed by provincial government was estimated as a onetime cost of \$175 million, which does not include the increased costs to maintain this depth. The provincial government did not mention the cost of removing the George Massey Tunnel or the lowering of any existing utility crossings. Nor was there any mention of the reinforcing of the dikes of Richmond and Delta.

In 2007, the provincial government (Pacific Gateway Strategy Action Plan) advocated the removal of the George Massey Tunnel and to deepen the Lower Fraser River channel to 13.5 meters (44 feet) so they can create a deep sea shipping channel and make the Lower Fraser River into a deep sea port facility right up to and beyond New Westminster. In order to recoup the costs of dredging to maintain the deeper channel, they proposed to reclaim marshland around the present islands in the Fraser and build more islands at the mouth of the Fraser for industrial purposes. All this despite the fact that Port metro Vancouver says that the George Massey Tunnel presently does not protrude above the Fraser River bed and the Steveston cut is more of a problem and the cost of removing the tunnel, lowering existing utilities and deepening the river would be extensive and potentially cost prohibitive.

In a report called "Sediment Management in Lower Fraser River on March 20, 2010" stated "Sediment removal that is not properly planned and/or executed can have immediate and serious adverse effects on fish population" and there should be a long term management programme initiated before additional sediment is removed by gravel or sand dredging.

The grade through the George Massey Tunnel is only 1:30 while the grade on the new bridge at 57 meters (187 feet) high is 5:0. The lower grade of a tunnel rather than a bridge would result in less fuel consumption for commuters. BC Hydro has recently announced that it is already seeking a new river crossing for the present transmission line that runs through the George Massey Tunnel and supplies power to Richmond, Delta and other parts of Greater Vancouver. This will result in greater expense to taxpayers.

The George Massey Tunnel built in 1959 has many years of life left regardless of what the Provincial government wants us to believe. In 2006 the provincial government spent \$20 million for seismic upgrades, and installed a seismic "shakeproof" early warning seismic system, and planned to spend another \$20 million for further upgrades to the ventilation and seismic upgrading around the approaches. In comparison, the Maas tunnel that was built in 1937-42 using the similar construction materials and methods of construction will be spending millions of dollars on a large scale renovation that will start in 2017 and conclude in 2019 to meet modern tunnel standards.

One would think that if the Dutch are willing to spend millions to renovate their 75 year old tunnel that the additional upgrades proposed the George Massey Tunnel being only 55 years old, could still be upgraded and last for many more useful years and retain and maintain a close tie with the business and residential core of Richmond.

In conclusion, my point being that it would seem that building another modern tunnel near the present one, would be faster and safer to build. All parts could be built and purchased locally, have minimal disruption to the Fraser River and a greater resistance to seismic activity, than a high level bridge.

Further Richmond Council have stated that they would like to keep the tunnel and use it for another purpose, and they were opposed to any dredging to make the river deeper because of the ramifications it would have on the Fraser River's ecosystem that supports the fish and wildfowl of the Fraser River, agricultural land and create the need for extensive dike reconstruction.

It is ironic that this and previous Richmond Councils were also the strongest supporters when my father George Massey was advocating a new crossing to the extent they installed a monument on their side of the tunnel recognizing George Massey's achievement.

My reference sources are as follows:

- 1. Proposed Crossing of the Fraser River at Ladner, B.C. by Christiani & Nielsen Corporation, April 10, 1947.
- 2. Sustainable Dredging Program of the Lower Fraser River, Aug. 7, 2007.
- 3. Fraser River Dredging (Fraser Port Authority) Aug. 7, 2007#4. Fraser Delta Geology Hazard Assessment Nov. 1995
- 4. Sediment Management in Lower Fraser River, March 20, 2010
- 5. Sedimentary environments post glacial history of Fraser Delta, March 18, 1983
- 6. Journal of Commerce Sept 7, 2009 article British Columbia's Massey Tunnel was a cutting-edge endeavor.
- 7. Vancouver Sun article May 22, 2025 Port Metro wants Massey bridge higher to allow biggest LNG tankers: documents.
- 8. Article T&T North America march 2006: Seismic upgrade for Massey Tunnel
- 9. Delta Geology: Hazard Assessment November 1995 in the BC Professional Engineer.
- 10. Article George Massey Tunnel by Buckland & Taylor February 2015.
- 11. Letter from Port Metro Vancouver July 2015.
- 12. Article on Shakealarm June 2015 from Wikipedia.
- 13. Articles Maas tunnel; Rotterdam Wikipedia March 10, 2011
- 14. Sedimentary environments and postglacial history of the Fraser Delta and the lower Fraser Valley, March 18, 1983.
- 15. Article by Kenaidan Contracting Ltd. Re: Seismic upgrade George Massey Tunnel.
- 16. Massey Tunnel Project article April 16, 2013 by Richmond Garden City Conservation.
- 17. Sediment Management in Lower Fraser River March 30, 2010.
- 18. Articles on construction, maintenance and replacement George Massey Tunnel June 9, 2015 WIKI 2- Wikipedia Republished.
- 19. Vancouver Port Authority, Roberts Bank Container Expansion Coastal Geomorphology Study-Appendix C November 2004.
- 20. Article Business Vancouver April 21, 2014. Plan for deeper dredging in Fraser River could have high environmental price.
- 21. Request for proposal Fraser River annual maintenance dredging, August 18, 2010
- 22. Article Richmond Review Aug. 13, 2015 Province keeps Richmond in dark

The Vision to Build the George Massey Tunnel & the Road to its Removal: By: Douglas George Massey Jan 1. 2016. Page 1

The intention of this document is to show the intent from day one that any crossing of the Lower Fraser River, from the Gulf of Georgia to New Westminster, shall not and will not be granted approval unless it meets the approval of the present and future needs of Harbour Boards and industry, never mind the needs of the people, their environment, or the sustainability of the Lower Fraser River for fish and wildfowl.

The first person to meet that challenge was (Nehemiah) George Massey, who was born in Ireland in 1903 and had travelled the world on sailing ships before landing in Canada in 1923. Worked his way across Canada to Regina, Sask., where he established a business called Massey's Garage, married Doris Holtham and had two children, Doreen (Kushnir) and me Douglas George Massey. In 1936 he sold his business packed up the family and moved to Ladner. On the trip across the Ladner Ferry from Richmond he was known to say "what a wonderful place for a tunnel crossing". That same year he bought the original Ladner ferry landing property, at the foot of Delta St. on Chisholm St., and started his own business called Massey's Machine Shop and expanded from there.

(Nehemiah) George Massey continued to advocate for the replacement of the Ladner Ferry and one day John Guichon a local Councillor gave him a magazine from the Netherlands that described the Mass River Tunnel that had been built in the Netherlands, in1942, on similar topography of the Lower Fraser River. From there he proceeded to sell the idea of a tunnel to neighbouring municipalities and the Provincial government, until it was built and opened for traffic in 1959.

From the time the George Massey Tunnel was proposed by George Massey the government appointed New Westminster Harbour Board of 1913 (Renamed the Fraser River Harbour Commission in 1965) and their leaseholders with shipping facilities have opposed the idea of a tunnel, as they felt it would obstruct shipping and prevent them from expanding to handle larger an deeper ships. None of this happened, as the tunnel was built below the existing depth of the Fraser River and did not impede shipping or docking at facilities upriver from the tunnel.

Before and after the tunnel was built and In order for the Lower Fraser River to remain navigable for ships, dredging had to be maintained at 12.5m depth at low water with a 2 hour window in order for loaded ships to clear the river bed of the Fraser River at high tide: This, has led to dredging costs for 2014, of \$15 million annually, of which only \$10 million is recovered from the sale of sand. The remaining costs were charged as a dockage fee, to those with docking facilities on the Lower Fraser River by Port Metro Vancouver, who had taken over all local Harbour Commissions on the Lower Fraser River in 2008.

Port Metro Vancouver, Vice President Duncan Wilson, was quoted in a letter to the editor of Richmond Review on July of 2015, "The depth of the river is also a limitation. While the removal of the tunnel may create greater depth at that point in the river, the amount of dredging required on either side of the former tunnel would be extensive and potentially cost prohibitive." End quote.

The facts are: That In order for the proposed 14.5m depth to be achieved and maintained, the George Massey Tunnel would have to be removed along with GVWD 30" water main (costs yet to be determined) along with a one- time dredging cost of \$200 million, and an estimated annual dredging costs of \$30 million. There would be other costs, before any dredging to deepen the Lower Fraser River could take place:(1) The cost of a full hydrological study that would have to be undertaken, to determine what effects this would have on the sustainability of its ecosystem to support fish and wildlife. (2) The affects it would have on the existing dikes and the costs to rebuild them if necessary. (3) Determining if the deepening would result in the salinity advancing too far up river and affecting the ability of the farmers to use the water for irrigation.

Starting In March of 2005 an Action Plan to have the Lower Fraser dredged deeper, called the B.C. Ports Strategy, followed by Pacific Gateway Strategy Action Plan of April 2006 was initiated. This included, both senior level of government's Department of Transport, Municipalities, all the Port Authorities, Terminals, Railways, Trucking, that were involved in the movement of bulk goods. Under this plan they discussed the proposed Terminal 2 and the Fraser Surrey Docks. The Pacific Gateway Strategy Action Plan stated that unless "additional investments for capital dredging to increase the depth of the river to allow more of the larger ships to be accommodated" the feasibility of any expansions of terminals above the tunnel would be in jeopardy.

They went on to say "Absolute constraints to increasing this channel depth exist because of the Massey Tunnel". The strategy to increase the depth of the Lower Fraser River would not be possible until a new crossing was built to replace the George Massey Tunnel.

Further on Feb.2, 2012, the B.C. Governments Department of Transportation met with Port Metro Vancouver, Surrey Fraser Docks, and Bridge Engineers, and Tran:Ex (A leading logistics company in the delivering of goods), to plan a strategy for the removal of the George Massey Tunnel and through Freedom of Information I was able to obtain copies of memos and e-mails to prove it.

On Nov. 19, 2012 they discussed the need to consider future new terminals. For example, liquid bulk tankers with large air draft requirements (e.g. LNG) and the expansion of the Auto Terminal, the VAFFC, Leigh and Richmond Properties, should also be considered.

Port Metro Vancouver was asked their opinion regarding what depth and heights they would require for larger ships to navigate to the industry and the docks above the tunnel, if a new crossing were to be built to replace the George Massey Tunnel.

In a memo on Dec. 4, 2012, they said "the depth should be 15.5m over 50 years and 18.5 over a 100 year old period", well beyond the initial proposal of 14.5 metres. In order to meet Port Metro's standards, it would require the removal of the George Massey Tunnel, the lowering of Greater Vancouver Water District 30" water main (costs yet to be determined) and one time dredging cost of \$200 million and an annual dredging cost yet to be determined.

As far as a suggested bridge air draft (the clearance for a ship between the water line and the bridge deck), Port Metro requested it be at least 65 metres (213 feet) high rather than the proposed 57 metres (187 feet)proposed so as to allow for the biggest LNG tankers that could turn in the river.

This increased height to 65 (213 feet) requested by Port Metro Vancouver, would have no doubt, increase the \$3.5 billion dollar cost of the bridge and affect its stability, requiring, adjustments to the design, as it only built on sand, and subject to seismic movement and liquefaction, and to reach bedrock, for more stability, they would have to go down some 600 metres (1969 feet) No mention as to who would pay for the extra costs. That is why a tunnel was chosen instead of a bridge in the first place. Was there ever a request for a bid on building another tunnel instead of bridge? If so, by whom and when?

A question needs to asked as to why would you encourage the establishment of an LNG storage terminal and shipping lane just upriver from the proposed new bridge crossing, when the Society of International Gas Tanker and Terminal Operators (SIGTTO) recommend avoiding construction of terminals on narrow inshore routes, near population centres and to stay clear of other marine traffic and to avoid the possibility of an explosion from an accident or a terrorist act at the LNG terminal or carriers during transportation under the bridge. (One LNG ship if exploded is equivalent to a small atomic bomb).

On March 21, 2013 a letter was written to the Executive Project Director of the George Massey Tunnel Replacement Project., by the Pacific Corridor Enterprise Council (the voice of cross-border business's in the Pacific Corridors since 1989, and another letter by Port Metro Vancouver on April 26, 2013 and on March 28, 2013 and April 26, 2013 all supporting the removal of the George Massey Tunnel and the deepening of the Fraser River.

Why are we still talking about the removal of the George Massey Tunnel and the dredging of the river when the costs to do so are extensive and prohibitive?

The only way the costs of deepening the Fraser River would not be a charge against present or future leaseholders with docking facilities on the Lower Fraser River, would be if Port metro Vancouver and their leaseholders were to lobby the Federal Government's Department of Transportation and Environment and ask them to absorb the excessive costs, by using taxpayer dollars to subsidize them. This is exactly what Fraser Surrey Docks a shipping terminal on the upper Fraser River and the Surrey Board of Trade did in 2014 when they went to Ottawa to try and get them provide the funding to offset the present and future costs of dredging. They were not successful at that time.

This would also have been a subsidy that would allow Surrey Fraser Docks, to load ships with U.S.A coal from Wyoming through the Fraser River Estuary.

As a result of this heavy lobbying from industry and with little or no input from Trans link of Greater Vancouver, or the public, Premier Christy Clark on September 21, 2013 announced the Replacement of the George Massey Tunnel and the construction of a high level bridge that would improve the access to industrial properties on the Lower Fraser River.

On Oct. 13, 2013 I wrote a letter to the George Massey Tunnel Replacement Project with some 14 questions to which were similar to the concerns and some of the questions that I have mentioned in this document.

Starting on Dec. 10, 2013 to Feb. 26, 2014 I received some e-mails, from different directors and consultants, representing the George Massey Tunnel Replacement Project, Port Metro Vancouver and the B.C. Government. They had discussed my questions in January of 2013 to determine how and who should answer my 14 questions (attached).

In one e-mail from Tran:Ex they said the George Massey Tunnel would be decommissioned and removed, restoring the riverbed to its original condition. It so happens, the river bed never changed once the tunnel was installed and was never an impediment for the shipping that was taking place at the time it was built.

The George Massey Tunnel would only be an impediment if and when Port Metro Vancouver and their Associates were given permission to dredge the Lower Fraser River deeper to 14.5 metres now and deeper in the future as the need arose, in their opinion.

All during these discussions there has been little to no discussion about the need for a new river crossing to alleviate the congestion for people and their vehicles. The, emphasis of all previous and present discussions has been on the moving of bulk cargo.

Any new crossing of the Lower Fraser River should be to improve the movement of people and not just to make it possible for the complete industrialization and dredging of the Lower Fraser River, at the expense of the river's ecosystem, that is so vital for its sustainability and ability to preserve its fish and wetlands that are so significant to the survival of the wildfowl and mankind.

Prepared by: Douglas George Massey, 875 Eden Crescent, Delta, B.C.

У

Attachment of Questions submitted to The George Massey Tunnel Replacement Project on Oct. 13, 2013, by Douglas George Massey

To whom it May concern: the following are questions that need to be answered before they require the George Massey Tunnel to be removed, then the Fraser River to be dredged to accommodate the largest sea-going ships to dock at the Fraser Surrey Docks, or any Fraser River destination, are as follows:

- (1) Why is there not a full Cost Benefit Analysis required, along with a full Environmental Impact Assessment, on the affects this would have on the Fraser River Estuary and its ability to remain a Wetland of International Significance for wildfowl and fish?
- (2) What are the projected costs of removing the George Massey Tunnel and who would be paying for it?
- (3) What would the cost of deepening the Fraser River to the depth required for the deepest sea-going ships projects to dock on the Fraser above the George Massey Tunnel?
- (4) What are the annual dredging costs presently required to accommodate ships above the George Massey Tunnel?
- (5) What did it cost to install the training walls that were part of the Trifurcation Project to direct as much of the flow of the Fraser River down the shipping lanes to reduce the amount of dredging required?
- (6) What will be the additional costs to maintain the deeper channel proposed and who will pay for it?

- (7) Will dredging still be subject to the Department of Fishery Dredging Guidelines, that prohibit, dredging, during salmon migration?
- (8) What affects will this have on the wetland so important to the Pacific Flyway and the ecosystem so important to the migration of salmon?
- (9) What affects will this have of the flow of water and silting of the other branches of the Fraser River?
- (10)What affects will this have on the stability of the dikes protecting both Richmond and Delta and who will pay for any additional works required to reinforce them?
- (11)How much more will it cost to elevate the proposed bridge to accommodate the larger ships proposed? And who will pay for this?
- (12) Whatever the cost why are we using tax payers money to accommodate a private company like the Fraser Surrey Docks?
- (13) Why are we proposing to deepen the Fraser River when Port Metro Vancouver is spending 2 billion dollars of tax-payers money to build the Roberts Bank Terminal 2 Container Project?
- (14) Is the only reason for deepening the Fraser River to accommodate coal oil bearing ships to the Fraser Surrey Docks?

Answers to the above questions must be given with justification and proof that deepening the Fraser River is both economical and environmentally sound. Build a new bridge, but build it to accommodate people and rapid transit, not the Fraser Surrey Docks.

Douglas Massey

From:

"Douglas Massey" <doumas@telus.net>

Date:

January-13-16 12:32 PM

To:

"Harold Steves" haroldsteves@yahoo.com; "Peter Vandervelden" <vandervelden.peter@gmail.com; "Vicki Huntington"

<bernadette.kudzin@leg.bc.ca>; "Otto Langer" <OttoLanger@telus.net>; "Carla Qualtrough" <carla@carlaq.ca>

Attach:

Christiani & Nielsen Tunnel.docx

Subject:

Fw: your email

Dear friend: This was in reply to an e-mail I sent on Jan. 12, 2016, copy attached. In reply, I corrected them on their reference to the District of Columbia. Though you find this of some interest.

From: Zijlstra, Rene

Sent: Wednesday, January 13, 2016 2:34 AM

To: doumas@telus.net Cc: Wit, de, Hans Subject: your email

Dear Mr. Massey,

Thanks for your email. We will respond to your request shortly.

We have visited the District of Columbia – DOT in 2014 and made a presentation to them on immersed tunnels in general and the suitability of this technology for the George Massey tunnel replacement project in particular. At the time they seemed to be willing considering this alternative, while apparently we had sparked some ideas about benefits this technology could bring as compared to a bridge solution. We have not heard from the since and later found out about their apparent decision for a bridge solution.

I hope to be able to give you a more thorough response later this week.

Kind regards, René

Ir. René Zijlstra
Director Business Development
TEC Tunnel Engineering Consultants
www.tec-tunnel.com

Visiting address: Laan 1914 no 35, 3818 EX Amersfoort; The Netherlands Mail address: P.O.Box 28013, 3828 ZG Amersfoort; The Netherlands Tel: +31 (0)24 3284674; Mob: +31 (0)6 53738707;

email: r.zijlstra@tec-tunnel.com



Tunnel Engineering Consultants



Please consider the environment before printing this email.

into @ real hearings, or &

Douglas Massey

From:

"Douglas Massey" <doumas@telus.net>

Date:

January-12-16 10:25 AM

To:

<info@TEC-tunnel.com>

Attach:

George MasseyTunnel Replacement Aug 28.docx

Subject:

George Massey Tunnel Brief

Dear Sir or Madame.

Sorry I forgot to attach the brief I referred to in my e-mail to you yesterday. Hope you find it of some interest.

Best regards: Douglas George Massey, 875 Eden Crescent, Delta, B.C. Canada V4I1W6

Tunnel Engineering Consultants

P.O. Box 28013

3828 ZG Amerfoort

Jan 12, 2016

The Netherlands

Dear Sir or Madame:

My name is Douglas George Massey the son of the late George Massey after whom the George Massey Tunnel was named. A tunnel that was built across the Fraser River from Richmond to Delta, in 1959, fifty six years ago,

In case you did not know the Province of British Columbia is planning to build a \$3.5 billion dollar ten lane high level bridge and remove the George Massey Tunnel, as they consider it nearing its life time and an obstacle to shipping. They want to remove the tunnel so they can deepen the Fraser River to accommodate deeper ships, despite the fact that they just spent \$20 million dollars in seismic upgrading to the main tunnel in 2006 and planned a further seismic upgrade to the approaches costing a further \$17 million dollars, which they abandoned when they suddenly announced they were going to build a bridge.

I am enclosing a brief that I assembled opposing the removal of the George Massey Tunnel that outlines the geological conditions and seismic liquefaction factors that resulted in the tunnel being built in the first place.

The Province of British Columbia did not price out the alternative costs of a modern tunnel across the Fraser River that would consider transit, motor vehicles pedestrians and cyclists that would meet the needs of the Greater Vancouver area for years to come.

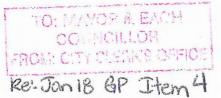
Would you consider looking at whether the present George Massey Tunnel still has a life and whether another modern tunnel could be built in the same general area that would meet the future needs in the area?

Sincerely: Douglas George Massey, 875 Eden Crescent, Delta, B.C. Canada V4L1W6 Phone # (604) 943 2954

PHOTOCOPIED



JAN 1**8** 2016



Memorandum

DISTRIBUTED and Corporate Services Division

To: Mayor and Councillors

From:

Mayor and Countinois

Neonila Lilova Manager, Economic Development

Re: Council Policy 3710 Amendments – Redlined Version

Date: January 18, 2016

File: Schedule 3 to

Schedule 3 to the Minutes of the

General Purposes Committee meeting of Richmond City Council

held on Monday, January 18,

2016.

The staff report titled "Richmond Sport Hosting Program Amendments", to be considered at the Open General Purposes Committee on January 18, 2016, contains proposed amendments to Council Policy 3710 – Sport Hosting Incentive Grant. The staff report includes the amended and original Council Policy 3710 as Attachments 1 and 2, respectively. Enclosed to this memorandum is the redlined version of Council Policy 3710, highlighting the changes from the original to the proposed policy. The staff report contains further details on the proposed changes.

Please contact the undersigned should you require additional information.

Neonila Lilova

Manager, Economic Development

pc: Senior Management Team

Tanya Foley, Manager, Sport Hosting





Policy Manual

Page 1 of 5	Adopted by Council: February 8, 2010	Policy 3710
·	Amended by Council:	
File Ref: 03-1085-01	Sport Hosting Incentive Grant Policy	

It is Council policy that

- The City of Richmond supports the enhancement of a positive quality of life for all its residents, and the Council recognizes that one method of helping to achieve that goal is through an annual sport hosting incentive grant program.
- 2. The City of Richmond Sport Hosting Task Force has the responsibility to award Sport Hosting Incentive Grants to successful applicants and the program will be administered by the City of Richmond.
- 3. The incentive grant program is open to eligible groups on a first some, first serve basis until the funding is exhausted annually through an online application process following an annually defined intake schedule. Each organization will be eligible to receive a maximum of two grants or \$7,000 total per year, and aAny approved application will have the option to receive 50% up front funding (pre event) and 50% post event and upon submission of accountability paperwork.
- 4. Applicants from the Richmond Olympic Oval Corporation, Richmond Community Associations, Societies, Richmond School District No. 38 Athletics Association, Richmond non-profit organizations and non-profit sport organizations or associations are eligible to apply for a Sport Hosting Incentive Grant. <u>Applicants from other organizations may also apply but best efforts must be made to obtain a letter of support from a Richmond based organization.</u>
- 5. All applications must include a business plan outlining:
 - event's objectives
 - high level action plan and timelines
 - organizational structure
 - budget including indication of items grant would be applied to
 - indication of how any budget surplus would be used
 - cultural component(s) of event
 - indication of sustainable event practices planned
- The grant process incorporates 23 tiered application eligibility based on expected economic impact from room nights which will determine the minimum and maximum amounts that could be allocated. All applications will be evaluated by the Sport Hosting Task Force against five criteria to determine the final allocation:
 - a) Number of hotel room nights
 - b) Scale of Event (e.g. Provincial, National, International)
 - c) Ability to leave a legacy in Richmond
 - d) Potential to generate measurable economic impact and tourism benefits
 - e) Opportunity for continuation of this event or hosting potential for future new events. ÷ groups seeking less than \$1000.00 and groups seeking over \$1000.0

0.



Policy Manual

Page 2 of 5	Adopted by Council: February 8, 2010	Policy 3710
	Amended by Council:	
File Ref: 03-1085-01	Sport Hosting Incentive Grant Policy	

Groups seeking less than \$1000 have the following criteria to meet:

- utilize facilities and venues within the City of Richmond.
- stay a minimum of 20 hotel room nights in Richmond.
- compliance with City policies and procedures.

Groups seeking finding over \$1000 have the following criteria to meet:

- utilize facilities and venues within the City of Richmond.
- stay a minimum of 20 hotel room nights in Richmond.
- outline how the support from the City of Richmond would be applied to the event.
- demonstrate the extent to which the event will encourage increased participation in sport and provide direct or indirect sport development opportunities to the City of Richmond's sport stakeholders.
- demonstrate the social and economic benefits of the event including but not limited to the size of the audience, media coverage, volunteerism and any potential legacy for the community (i.e. equipment, infrastructure).
- include a cultural component to the event.
- include a business plan outlining the sport event's objectives, action plan, volunteer and committee structure, participant breakdown, timelines, budget and if a surplus is generated through the event, identify how the surplus is to be used.
- be required to acknowledge the City's support in all of their information materials, including publications and programs related to the funded activities. If the logos of other funders are used in an acknowledgement, the City and Tourism Richmond should similarly be represented.
- compliance with City policies and procedures.



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Page 3 of 5	Adopted by Council: February 8, 2010	Policy 3710
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All events must either be sanctioned by a recognized sport governing body or. in the case of an emerging sport that has not yet achieved official status, the sport must be one that has official rules/regulations and can provide evidence that the organizer is required to meet a level of standards. that are being used in the event being funded.

- 1. Provincial event The event must be sanctioned by a LSO and/or PSO that_includes tournament/championship competition between teams/individuals from around the province of British Columbia.
- Western Canadian The event must be sanctioned by a LSO and/or PSO that includes tournament/championship competition between teams/individuals from the western provinces (BC, AB, SK, &MB, YK, NT, NUNWT).
- 3. National event The event must be sanctioned by a LSO and/or PSO, NSO that-includes tournament/championship competition between teams/individuals from across Canada. To be eligible for this level of event when applying, one of the following conditions must be met:

at least 30% of the participating athletes must be from outside BC with a minimum of 4 provinces/territories, including BC, participating

at least 40% of the participating athletes must be from outside BC with a minimum of 3
provinces/territories, including BC, participating

at least 50% of the participating athletes must be from outside BC with a minimum of 2 provinces/territories, including BC, participating

- 4. International event The event must be sanctioned by a LSO and/or PSO, NSO, ISO that includes tournament/championship competition between teams/individuals from around the world. To be eligible for this level of event when applying, one of the following conditions must be met:
 - at least 30% of the participating athletes must be from outside Canada with a minimum of 4 nations, including Canada, participating
 - at least 40% of the participating athletes must be from outside Canada with a minimum of 3 nations, including Canada, participating
 - at least 50% of the participating athletes must be from outside Canada with a minimum of 2 nations, including Canada, participating
- 3. Invitational/Test event The event must be sanctioned by a LSO and/or PSO, NSO, ISO that includes tournament/championship competition between a minimum of 10 participants from outside of Metro Vancouver.
- 4.5. Conferences/Symposiums/Congresses & AGM's The meeting must be sanctioned by a LSO and/or PSO, NSO, ISO. The meeting must be multiple days hosted/sanctioned by a recognized sport governing body, be held over more than one day and host a minimum of 50 room nights on at least one night peak to be eligible. This would include topics such as sport system development, sport medicine, high performance training, sport legacy, sport hosting, coaching.
- 5.6. Multiple year events must submit an application on an annual basis.



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File Ref: 03-1085-01	Sport Hosting Incentive Grant Policy	



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Page 5 of 5	Adopted by Council: February 8, 2010	Policy 3710
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File Ref: 03-1085-01	Sport Hosting Incentive Grant Policy	

EXCLUSIONS FROM ELIGIBILITY FOR SPORT HOSTING INCENTIVE GRANT:

- Funding for bids for provincial, national or international events are not eligible.
- Events with less than 20-50 room nights in Richmond are not eligible.
- Events hosted outside the City of Richmond are not eligible for consideration.
- Professional events hosted by for-profit organizations with the exception of the Richmond Olympic Oval Corporation will not be supported.
- Funding for recreational activities (i.e. golf weekend) are not eligible for consideration.
- Funding for jamborees, playoffs, and league games are not eligible for funding.
- Applications for events that have already been hosted retroactively are not eligible.

GRANTS REVIEW CONSIDERATIONS:

The Sport Hosting Task Force will review and award grant applications on an annual intake schedule on a monthly basis and ensure that successful grant applications have met the established criteria.

The City will ensure notification of awarded grants will occur to comply with Community Charter requirements.

If an application is denied, the applicant may appeal to Richmond City Council through the Parks Recreation and Cultural Services Committee.

All events must comply with City rules, policies, regulations and bylaws.





Planning Committee

Date:

Tuesday, January 19, 2016

Place:

Anderson Room

Richmond City Hall

Present:

Councillor Linda McPhail, Chair

Councillor Bill McNulty Councillor Chak Au Councillor Carol Day Councillor Harold Steves

Call to Order:

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

The Chair advised that the order of the agenda be varied to consider Item No. 3 first and that Amenity Space for Rental Units would be considered as Item

No. 5A.

MINUTES

It was moved and seconded

That the minutes of the meeting of the Planning Committee held on

December 8, 2015, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

February 2, 2016, (tentative date) at 4:00 p.m. in the Anderson Room

COMMUNITY SERVICES DIVISION

3. RCSAC 2015 ANNUAL REPORT AND 2016 WORK PROGRAM

(File Ref. No. 01-0100-30-RCSA1-01) (REDMS No. 4841482)

Committee wished to thank staff and the Richmond Community Services Advisory Committee (RCSAC) for the work done.

In reply to queries from Committee regarding Syrian Refugees coming to the city, Daylene Marshal and Alex Nixon, RCSAC, noted that a community meeting for sponsorship agreement holders is scheduled for January 22, 2016 and that a guide on refugee children was issued.

In reply to queries from Committee, Mr. Nixon noted that RCSAC is scheduled to meet with the Richmond Members of the Legislative Assembly in June 2016 and that Council will be updated on the matter.

Discussion ensued with regard to food security and the development of agricultural land.

It was moved and seconded

That the Richmond Community Services Advisory Committee's 2016 Work Program be approved.

CARRIED

1. HOUSING AGREEMENT BYLAW NO. 9297 TO PERMIT THE CITY OF RICHMOND TO SECURE AFFORDABLE HOUSING UNITS LOCATED AT 5580 NO. 3 ROAD (KEBET HOLDINGS LTD.)

(File Ref. No. 08-4057-01; 12-8060-20-009297) (REDMS No. 4810573 v. 8)

In reply to queries from Committee regarding the types of affordable housing units, Joyce Rautenberg, Planner 1, advised that the City was able to secure two bedroom units for affordable housing, however, no three bedroom units were secured due to limited availability. Wayne Craig, Director, Development, added that the City was able to secure a mix of unit types for affordable housing, however noted that it would be difficult to re-examine the affordable housing floor plans at this stage of development.

Cllr. Steves left the meeting (4:08 p.m.) and returned (4:09 p.m.).

It was moved and seconded

That Housing Agreement (5580 No. 3 Road) Bylaw No. 9297 be introduced and given first, second and third readings to permit the City to enter into a Housing Agreement substantially in the form attached hereto, in accordance with the requirements of section 905 of the Local Government Act, to secure the Affordable Housing Units required by the Development Permit Application DP 14-660885.

The question on the motion was not called as discussion ensued with regard to (i) discussing the inclusion of three bedroom units for affordable housing with the developer, (ii) securing affordable housing options for families in future developments, and (iii) the mix of affordable housing unit types in developments.

In reply to queries from Committee, Ms. Rautenberg advised that the City does advise developers of the recommended mix of unit types for affordable housing and that staff can examine thresholds through the Affordable Housing Strategy Update process.

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

2. RICHMOND RESPONSE: METRO VANCOUVER REGIONAL AFFORDABLE HOUSING STRATEGY UPDATE

(File Ref. No. 08-4057-05) (REDMS No. 4839104 v. 10)

Dougal Forteath, Affordable Housing Coordinator, briefed the Committee on the City's review of the Metro Vancouver Regional Affordable Housing Strategy Update, noting that staff are recommending that seven additional recommendations be forwarded to Metro Vancouver (MV) and that MV's deadline for input on the matter is on January 29, 2016.

Discussion ensued with regard to MV advocating higher levels of government to support matters related to affordable housing in the Lower Mainland.

In reply to queries from Committee, Mr. Forteath noted that the standard application for rental affordability is 30% of a household's gross income and that staff are recommending that MV amend the threshold of affordability for homeownership to 32% of a household's gross income in order to be consistent with industry best practices.

In reply to queries from Committee, Mr. Forteath and Ms. Rautenberg advised that (i) the MV Regional Affordable Housing Strategy Update is proposed as a guiding document for the overall housing strategy for the Metro Vancouver region, (ii) the City's housing standards will be maintained should those standards exceed those listed in the MV Regional Affordable Housing Strategy Update, and (iii) subsidy contracts for approximately 900 affordable housing units in the city are expected to expire within the next ten years.

As a result of the discussion, staff were directed to provide a memorandum to Council of the locations and expected expiry of the subsidy contracts for affordable housing units in the city.

Discussion then took place with regard to the division of powers and responsibilities between the different levels of government.

It was moved and seconded

- (1) That the staff report titled "Richmond Response: Metro Vancouver Regional Affordable Housing Strategy Update" dated January 4, 2016, from the General Manager, Community Services, be received for information; and
- (2) That City Council forward the following recommendations to Metro Vancouver with respect to the Regional Affordable Housing Strategy update:
 - (a) Metro Vancouver continue to advocate to both the federal and provincial government to increase their role, presence and funding of existing and new affordable housing initiatives;
 - (b) Metro Vancouver request both the provincial and federal governments to assist in annually collecting and distributing reliable data regarding Metro Vancouver regional and individual municipal housing demand and supply;
 - (c) Metro Vancouver amend the threshold of affordability for homeownership to 32% of a household's gross family income in order to consistently apply the benchmark of homeownership affordability that the housing industry does;
 - (d) the City of Richmond supports Metro Vancouver's initiatives to have member municipalities create policies that encourage the supply of rental housing including new purpose built rental housing;
 - (e) that Metro Vancouver Regional Planning Advisory Committee be directed to create a policy to encourage all affected parties (e.g., senior governments, Metro Vancouver Housing Commission, municipalities, private owners and developers) to support the renewal of expiring non- profit and cooperative housing agreements, the proposed policy be circulated for endorsement by all Metro Vancouver member municipalities and once the policy is endorsed, Metro Vancouver request all parties to follow it including the federal and provincial governments;
 - (f) that Metro Vancouver Housing Commission (MVHC) be directed to create a tenancy management policy package by May 1 2016 outlining MVHC's services and fees for the management of affordable housing units which are secured through inclusionary housing policies and distribute it to developers/owners so that they can consider the option having the MVHC manage or assist in managing such affordable housing units; and

(g) to best protect those who may be at risk of homelessness, Metro Vancouver request the provincial government to review and increase, the shelter component of income assistance on an annual basis to reflect the high cost of living in the region.

CARRIED

PLANNING AND DEVELOPMENT DIVISION

4. APPLICATION BY GBL ARCHITECTS INC. FOR A ZONING TEXT AMENDMENT TO THE "HIGH RISE OFFICE COMMERCIAL (ZC33) - (CITY CENTRE)" ZONE FOR THE PROPERTY AT 8477 BRIDGEPORT ROAD

(File Ref. No. ZT 15-708370; 12-8060-20-009507) (REDMS No. 4791846 v. 2)

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9507, for a Zoning Text Amendment to the "High Rise Office Commercial (ZC33) - (City Centre)" zone to allow vehicle sale/rental as a permitted secondary use on the property at 8477 Bridgeport Road, be introduced and given first reading.

CARRIED

5. APPLICATION BY CHI KUEN YEUNG AND CARDISON CHUN KIK YEUNG FOR REZONING AT 7400/7420 SCHAEFER AVENUE FROM "TWO-UNIT DWELLINGS (RD1)" TO "SINGLE DETACHED (RS2/K)"

(File Ref. No. RZ 15-692244; 12-8060-20-009511) (REDMS No. 4846602)

Mr. Craig and Cynthia Lussier, Planner 1, briefed Committee on the proposed application, noting that the site is currently zoned for a duplex and that the proposed application would allow the site to subdivide into two single detached lots facing Schaefer Avenue.

In reply to queries from Committee regarding neighbourhood response, Mr. Craig advised that staff have responded to concerns raised by neighbouring residents and that properties within a 50 metre radius of the subject site will be notified by mail should the proposed application advance to Public Hearing.

Discussion ensued regarding the potential effect of the proposed development on the character of the neighbourhood and extending the mail notification area to 150 metres around the subject site.

In reply to queries from Committee regarding the subdivision of lots in the Broadmoor area, Mr. Craig advised that (i) sites in the area that have existing duplexes may subdivide, in accordance with existing policies, (ii) staff can provide Council with statistics on the number of duplex lots located in the Broadmoor area, and (iii) staff will report back with respect to the duplex and triplex referral in the first quarter of 2016.

Discussion ensued with regard to the potential utilization of coach houses and secondary suites as rental units in former duplex sites and the historical City policies on duplexes and triplexes.

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9511, for the rezoning of 7400/7420 Schaefer Avenue from "Two-Unit Dwellings (RD1)" to "Single Detached (RS2/K)", be introduced and given first reading.

The question on the motion was not called as discussion ensued with regard to the mail notification area.

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

5A. AMENITY SPACE FOR RENTAL UNITS

(File Ref. No.)

Discussion ensued with regard to the City's requirements for outdoor amenity space and increasing density in multi-family townhouse developments in order to accommodate for additional rental units.

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

It was moved and seconded

That staff review the City's requirements for density and outdoor amenity space in new multi-family townhouse developments in order to accommodate additional units dedicated for rental housing, and report back.

The question on the referral was not called as discussion ensued with regard to options to increase density in new townhouse developments.

In reply to queries from Committee, Joe Erceg, General Manager, Planning and Development, advised that it may be possible to maintain outdoor amenity requirements while increasing density for affordable housing by adjusting site setback requirements and the townhouse design guidelines related to the number of storeys permitted in specific locations.

Discussion then ensued with regard to alternative development options similar to the London Flats development.

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

Planning Committee Tuesday, January 19, 2016

Discussion then ensued with regard to implementing the Cambie area affordable housing ratios city-wide.

In reply to queries from Committee, Cathryn Volkering Carlile, General Manager, Community Services, noted that staff can examine the affordable housing ratios in the Affordable Housing Strategy Update process.

6. MANAGER'S REPORT

(i) Memorandum – Additional Proposed Requests to the Minister of Agriculture: Agricultural Land Reserve (ALR) Wineries

Terry Crowe, Manager, Policy Planning, briefed Committee on the City's request to the BC Minister of Agriculture to make additional winery regulation changes prior to the Province's deadline for comments on January 15, 2016. He noted that under current regulation, 50% of product used in the winery could be grown outside of the province and that it is possible to have a winery with no product grown on an ALR site. He further noted that the City has requested to seek more control over the matter of wineries on the ALR from the Ministry.

In reply to queries from Committee, Mr. Erceg advised that staff has sent a letter to the BC Minister of Agriculture regarding the City's additional requests for changes to Provincial winery regulations.

Discussion ensued with regard to compliance by wineries to the current regulations and the Province enforcing current winery regulations.

In reply to queries from Committee, Mr. Crowe noted that the Province is in the process of reviewing responses from different municipalities and staff can seek updates from the Ministry.

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

It was moved and seconded

That the letter to the BC Minister of Agriculture regarding Additional City of Richmond Requests: Wineries in the Agricultural Land Reserve (ALR), dated January 14, 2016, from the Manager, Policy Planning be endorsed.

CARRIED

(ii) No. 5 Road Backlands

Mr. Crowe advised that an upcoming information meeting for property owners regarding proposed Official Community Plan (OCP) amendments to the No. 5 Road Backlands Policy is scheduled for January 27, 2016 from 6:00 to 8:00 p.m. in City Hall.

Planning Committee Tuesday, January 19, 2016

Discussion then ensued with regard to (i) the potential effects of the planned Highway 99 expansion on the No. 5 Road Backlands, (ii) the potential compensation to affected property owners from the Province, and (iii) the potential effect of the planned Highway 99 expansion on farming applications and the proposed farm access road along the No. 5 Road Backlands.

(iii) Solar Panels on New Developments

In reply to queries from Committee, Mr. Craig advised that Sustainability staff can provide an update to the referral on solar panels on new developments.

ADJOURNMENT

It was moved and seconded That the meeting adjourn (4:58 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Planning Committee of the Council of the City of Richmond held on Tuesday, January 19, 2016.

Councillor Linda McPhail Chair Evangel Biason Legislative Services Coordinator



Public Works and Transportation Committee

Date:

Wednesday, January 20, 2016

Place:

Anderson Room

Richmond City Hall

Present:

Councillor Chak Au, Chair

Councillor Harold Steves Councillor Derek Dang Councillor Ken Johnston Councillor Alexa Loo

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 Public Works and Transportation Committee held on November 18, 2015, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

February 17, 2016, (tentative date) at 4:00 p.m. in the Anderson Room.

PLANNING AND DEVELOPMENT DIVISION

1. RICHMOND ACTIVE TRANSPORTATION COMMITTEE - PROPOSED 2016 INITIATIVES

(File Ref. No. 01-0100-20-RCYC1) (REDMS No. 4817866)

In reply to queries from the Committee, Victor Wei, Director, Transportation, provided the following information:

- staff will continue to work with the Richmond Active Transportation Committee (RATC) to sustain the growth in participation in Bike to Work Week;
- the number of cyclist accidents are being monitored and there has been a decline in the number of accidents; and
- staff will continue to work with the RATC and the RCMP to educate the public on bicycle safety and rules of the road.

It was moved and seconded

- (1) That the proposed 2016 initiatives of the Richmond Active Transportation Committee, as outlined in the staff report titled "Richmond Active Transportation Committee Proposed 2016 Initiatives," dated December 18, 2015, from the Director, Transportation, be endorsed; and
- (2) That a copy of the above report be forwarded to the Richmond Council-School Board Liaison Committee for information.

CARRIED

2. TRAFFIC SAFETY ADVISORY COMMITTEE - PROPOSED 2016 INITIATIVES

(File Ref. No. 01-0100-30-TSAD1-01) (REDMS No. 4816624)

In reply to queries from the Committee, Victor Wei, Director, Transportation, provided the following information:

- the installation of pedestrian zone markers in school zones are determined through input from school staff and area residents;
- analysis of vehicular speed and road geometry is undertaken upon receiving a request for the installation of pedestrian zone markers;
- there is regular contact with school administrators and they are aware of the opportunities to advise staff if they believe the installation of pedestrian zone markers are warranted.

The success of the pedestrian zone markers, in terms of pedestrian safety in the vicinity of schools, was noted.

In response to a question, Mr. Wei advised that the new traffic radar data collection units would be mounted on street light poles. The cost of each unit is \$5,000 and the plan is to purchase eight units initially and to gradually purchase radar units to replace existing traffic counters.

It was moved and seconded

- (1) That the proposed 2016 initiatives for the Traffic Safety Advisory Committee, as outlined in the staff report titled "Traffic Safety Advisory Committee Proposed 2016 Initiatives," dated December 21, 2015, from the Director, Transportation, be endorsed; and
- (2) That a copy of the above report be forwarded to the Richmond Council-School Board Liaison Committee for information.

CARRIED

ENGINEERING AND PUBLIC WORKS DIVISION

3. RICHMOND'S INVASIVE SPECIES ACTION PLAN

(File Ref. No. 10-6160-07-01) (REDMS No. 4759687 v. 2)

In response to a query from the Committee, Lesley Douglas, Manager, Environmental Sustainability, indicated that the number of invasive species could reasonably be expected to increase as a result of climate change.

It was noted that this is the City's first Invasive Species Action Plan.

It was moved and seconded

That the Invasive Species Action Plan, as described in the staff report titled "Richmond's Invasive Species Action Plan," dated December 7, 2015, from the Director, Engineering, be adopted.

CARRIED

4. WORKS AND SERVICES COST RECOVERY BYLAW AMENDMENT

(File Ref. No. 12-8060-20-008752; 10-6060-01) (REDMS No. 4677246 v. 4)

It was moved and seconded

That Works and Services Cost Recovery Bylaw No. 8752 be amended and given first, second, and third readings.

CARRIED

5. LOCAL AREA SERVICES - NORTH SIDE DONALD ROAD FROM AND INCLUDING 6991 DONALD ROAD TO AND INCLUDING 7480 GRANDY ROAD AND SOUTH SIDE DONALD ROAD FROM GILBERT ROAD TO AND INCLUDING 6760 DONALD ROAD - BYLAW NO. 9277

(File Ref. No. 12-8060-20-009277; 10-6000-01) (REDMS No. 4726637)

It was moved and seconded

- (1) That the Local Area Services Program for roadway development to widen pavement, install curb, gutter, sidewalk, street lights and boulevard trees (where ditch has previously been eliminated on Donald Road), be adopted in accordance with Section 211 and 212 of the Community Charter; and
- (2) That Bylaw No. 9277, which authorizes local area services construction at Donald Road, be introduced and given first, second and third readings.

CARRIED

6. CONSTRUCTION MANAGEMENT SERVICES FOR UTILITY CAPITAL PROJECTS STUART OLSON CONSTRUCTION LTD.

(File Ref. No. 10-6000-01) (REDMS No. 4873315)

It was moved and seconded

That the staff report titled "Construction Management Services for Utility Capital Projects – Stuart Olson Construction Ltd.," dated January 4, 2016, from the Director, Engineering, be received for information.

CARRIED

7. MANAGER'S REPORT

(i) Status of Garbage Cart Program.

Suzanne Bycraft, Fleet and Environmental Programs, advised that delivery of the new garbage carts will commence in February 2016 and will be completed by the end of March 2016. Bi-weekly garbage collection will begin the week following the delivery of the new garbage carts. Recyclable and green material will continue to be collected weekly.

The website tool to allow residents to receive a notification of their garbage and recycling collection dates has been adapted as an app that can be downloaded by residents. A demonstration of the website tool and the app was provided to the Committee.

Residents will be provided with information regarding alternate uses or options for recycling old carts when the new garbage carts are delivered.

(ii) StewardChoice

Suzanne Bycraft, Fleet and Environmental Programs, advised that StewardChoice, a competitor to Multi-Material BC (MMBC), had submitted a stewardship plan to the Ministry of Environment for approval. The plan was rejected.

(iii) Water Quality

Tom Stewart, Director of Operations, assured the Committee that the drinking water in Richmond does not have the lead levels that are contained in the drinking water in Flint, Michigan.

(iv) Capital Projects Open House

Joe Erceg, General Manager, Planning and Development, advised that the 2016 Capital Projects Open House would be held in the lobby of the Richmond City Hall on April 20, 2016.

ADJOURNMENT

It was moved and seconded That the meeting adjourn (4:22 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Public Works and Transportation Committee of the Council of the City of Richmond held on Wednesday, January 20, 2016.

Councillor Chak Au Chair Carol Lee, Raincoast Ventures Ltd. Recording Secretary



Report to Committee

To: General Purposes Committee Date:

November 12, 2015

From:

Andrew Nazareth

File:

08-4150-01/2015-Vol

01

Re:

General Manager, Finance and Corporate Services **Richmond Sport Hosting Program Amendments**

Staff Recommendation

That:

- 1. the proposed amended Council Policy 3710 Sport Hosting Incentive Grant, included as Attachment 1 to the staff report titled "Richmond Sport Hosting Program Amendments" from the General Manager, Finance and Corporate Services dated November 12, 2015 be approved; and
- 2. the updated Richmond Sport Hosting Strategy 2016-2020, included as Attachment 3 to the staff report titled "Richmond Sport Hosting Program Amendments" from the General Manager, Finance and Corporate Services dated November 12, 2015 be endorsed.

Andrew Nazareth

General Manager, Finance and Corporate Services

(604-276-4095)

Att. 6

REPORT CONCURRENCE				
ROUTED TO: CONCURRENCE OF GENERAL MANAGE				
Recreation Services	Ø	A		
REVIEWED BY 1A/5B SUBCOMMITTEE	INITIALS:	APPROVED BY CAO		

Staff Report

Origin

Richmond Sport Hosting ("RSH") is a City program established to take advantage of ongoing economic opportunities presented through Richmond's prominent role as a Venue City for the 2010 Olympic and Paralympic Winter Games. Since its inception in 2009, the program has been funded in its entirety by the Municipal and Regional District Tax ("MRDT" or "hotel room tax"), at \$500,000 per year between 2009 and 2011, and at \$400,000 per year during the current 2012-2017 hotel room tax cycle. The RSH program delivers a high return on investment, with 102,561 room nights generated since program inception. Richmond realizes \$5 in direct economic benefit for each \$1 invested in the RSH program, as represented by hotel room revenues alone. Other direct and indirect economic benefits accrue to the broader community, such as spending on local amenities and attractions.

The RSH program is comprised of two major components:

- Richmond Sport Hosting Office a one-stop enterprise accessible to sport event organizers with a mandate to generate positive net economic benefit for local hotels, facilities, restaurants, shops and visitor attractions by utilizing Richmond's sport infrastructure to bring out-of-town sport events and visitors to the city. The RSH office works closely with other City departments, Richmond sport groups, hotels and other tourism operators to fulfill its mandate.
- Richmond Sport Hosting Incentive Grant Program ("Grant Program") a \$100,000 per year grant program developed to provide financial support for sport event organizers to successfully bring and host high level sporting events in Richmond. In 2011, a Richmond Sport Hosting Task Force ("Task Force") was established, with representatives from the Richmond Sports Council, Richmond Olympic Oval Corporation, Richmond Tourism Association ("Tourism Richmond") and the City of Richmond. The Task Force reviews and decides on Grant Program funding and the Grant Program itself is administered by the RSH office.

In February 2010, Council approved the Richmond Sport Hosting Strategy 2010-2014, Sport Hosting Task Force Terms of Reference, including the delegation of authority to the Task Force to grant funds from the Grant Program, and Policy 3710 – Sport Hosting Incentive Grant. In December 2011, further revisions to the Grant Program were approved, including enabling the Task Force to approve up to three special grants to a maximum of \$25,000 per annum and updated criteria for assessing grant applications. Since then, the following updates and amendments have been identified to position the RSH program for ongoing success:

- Revisions to various aspects of the Grant Program, triggering amendments to Policy 3710
 Sport Hosting Incentive Grant
- An updated sport hosting strategy that will guide the RSH program beyond its start-up phase

The proposed updates and revisions presented below have been developed through consultation with key stakeholders of the RSH program.

Furthermore, through its demonstrated ability to generate net positive economic benefit to the local community, the RSH program and this report support Council's 2014-2018 Term Goal #8 Supportive Economic Development Environment:

8.2. Opportunities for economic growth and development are enhanced.

Analysis

Amendments to the Richmond Sport Hosting Program

The RSH program has been in operation for six years and has matured and evolved beyond its initial phase. As a result of implementation through the start-up phase, the following revisions have been identified and developed in collaboration with the RSH program's key stakeholders, including the Richmond Sports Council and sport organizations, Tourism Richmond and the Richmond Hotel Association, the Richmond Olympic Oval, and relevant City departments:

1. Revisions to Council Policy 3710 – Sport Hosting Incentive Grant

The goal of the Grant Program is to provide financial support to events that generate economic benefits for the City of Richmond. It is desired to have a simple process in place that allows the efforts of the program to be maximized. While there are revisions recommended for the Grant Program, the process an applicant must follow remains unaltered in order to maintain a level of ease of involvement. Each application would follow these five steps:



The proposed Grant Program adjustments below have been developed by the Sport Hosting Task Force and endorsed by the Sport Hosting Sub-Committee and the Richmond Sports Council. For these adjustments to the Grant Program to take effect, respective sections of Council Policy 3710 ("Policy 3710") have been revised, resulting in a proposed amended Policy 3710 for approval, as enclosed in Attachment 1 (a copy of the original Council Policy 3710 is enclosed as Attachment 2 for reference).

a) Creation of a set intake for applications – as per revised Item 3 in Policy 3710

The vast majority of grants offered through sport and culture programs operate using an intake period with specific deadlines. This provides administrative efficiency and the ability to create consistency in allocating funds.

b) Assigning a cap per organization – as per revised Item 3 in Policy 3710

In order to provide support for as many organizations as possible through the program, it is recommended that each applicant organization be eligible to receive a maximum of two grants per year, which will not exceed a \$7,000 threshold per annum.

c) Clarifying eligibility for provincial and national sport organizations to apply – as per revised Item 4 in Policy 3710

The majority of provincial, national and international events do not allow local clubs to act as the lead organizer and the previous wording alluded to the local club having to be that primary organizer. It is not desirable to restrict these events from being eligible for the grant, however, it is desirable to maximize the ability for the local clubs to be involved in any major event occurring in the city. By requesting that a letter of support be submitted with the grant application, direct connection is made between the applicant and the club early in the process and opportunities for involvement and potential legacy can be identified.

d) Updating the evaluation criteria – as per revised Item 5 in Policy 3710

The 2010 Grant Program utilized a simple formula to determine the grant amount allocation for each applicant. This formula was based on the number of visiting participants (i.e., non-Richmond residents), the number of room nights and the type of event. While hotel room nights can be easily verified, figures for non-resident participants have been shown to be uncertain and typically a best guess by applicants as hometown is rarely gathered in registration processes.

The Sport Hosting Task Force has recommended that each application be assessed based on five criteria: 1) number of hotel room nights, 2) scale of event, 3) ability to leave a legacy in Richmond, 4) potential to generate measurable economic impact, and 5) the opportunity for the same or similar event to return in the future. Event organizers will be required to identify how the criteria were met in the post event report.

e) Providing definitions for national and international levels of events – as per revision to Items 3 and 4 in Section "Definitions of eligible grant categories" in Policy 3710

As the scale of event increases in level (i.e., provincial to national to international) additional funding is awarded to the event. Definitions have been narrowed to ensure that applications made for national or international events truly meet the definition of such events. Approximately 50% of all grant applications have come from organizations not based in Richmond, and most of them provide significant economic impact and require a grant as part of the host selection process. However, limited connection has been established with the local club in many of these events and it is believed that the proposed changes may increase these potential partnerships.

f) Increasing minimum number of hotel room nights from 20 to 50 – as per revised Section "Exclusions from eligibility for Sport Hosting Incentive Grant" in Policy 3710

It is recommended that in order to be eligible an event must generate a minimum of 50 room nights in Richmond hotels. In 2015, four events would have fallen below the 50 room night threshold. Their grants totalled \$5,957, which could be re-deployed towards events with greater economic impact.

g) Housekeeping edits

Minor formatting edits have been added to improve readability of Policy 3710.

2. Updated Five Year Strategy

The City of Richmond has been established as a destination of choice in Canada to host events. The RSH office provides turnkey assistance to sport event organizers in attracting sport events to Richmond. The number of events assisted by RSH has grown from 14 in 2010 to 50 in 2014, and it is projected that 60 events will be held in the city by the end of this year as a result of the RSH office facilitation work. The associated direct economic benefit, as measured by the value of room nights generated, is \$13.3 million to date. Additional direct and indirect economic benefits are realized from other aspects of the stay, such as spending on local amenities and attractions.

The original strategy – Richmond Sport Hosting Strategy 2010-2014 – provided a foundation for establishing the RSH office and has now expired. An updated strategic document is required to guide future implementation of the program. The majority of the original strategy revisions reflected in the new proposed Richmond Sport Hosting Strategy 2016-2020 centre on updating the language to reflect the RSH office maturation from a start-up operation to an established service. The proposed updated strategy is enclosed as Attachment 3.

Consultation Process

In developing the new sport hosting strategy and identifying revisions to the RSH Grant Program, as reflected in changes to Council Policy 3710, Staff consulted with the following key RSH program stakeholders:

- Sport Hosting Sub-Committee mandated by the current contract agreement between the City and Tourism Richmond, the Sport Hosting Sub-Committee acts as an advisory group to the RSH office and includes representatives from the City, Tourism Richmond, the Richmond hotel community and the Richmond Olympic Oval Corporation. The proposed updated strategy, including the guiding principles, objectives, and strategic priorities, was endorsed by the Sport Hosting Sub-Committee. This sub-committee also provided positive feedback on the general direction of the Grant Program.
- Sport Hosting Task Force the primary focus of engaging the Task Force was to develop revisions to the Grant Program in order to maximize the reach of the funding. Task Force members also reviewed and endorsed the proposed guiding principles, objectives and priorities of the updated strategy.

- Richmond Sports Council Staff presented at the November 10, 2015 Richmond Sports Council meeting and obtained endorsement for the proposed Grant Program revisions, as reflected in an excerpts from the meeting minutes included in Attachment 4.
- Sport Organizations in preparation of the updated strategy, an online survey was sent to the main event contacts at 82 local, provincial and national sport organizations seeking input on what RSH program services they had used and any services they either would like to see added or they have experienced from other sport tourism offices that are not available in Richmond. Feedback received from the 38 respondents was incorporated in developing the draft 2016 to 2020 strategic priorities for sport hosting. Respondents indicated a high level of satisfaction for the menu of services currently offered by RSH.
- Tourism Richmond Tourism Richmond supported the proposed updated strategy and the Grant Program revisions through its participation on the Sport Hosting Sub-Committee and the Sport Hosting Task Force. In addition, Tourism Richmond has extended a letter of support of the overall RSH program, included in Attachment 5.
- Richmond Hotel Association this is a newly formed non-profit association of Richmond hoteliers to which staff presented the proposed sport hosting strategy and vetted associated accommodations elements included in the document. In addition, the Richmond Hotel Association has extended a letter of support of the overall RSH program, included in Attachment 6.

Communication Plan

A number of community outreach and communication actions will be taken should the proposed strategy and grant program amendments be endorsed by Council. Both items will be prominently placed on the RSH website as the primary information source for clients. In addition, a draft updated Grant Guidelines document has been developed that provides direction based on the amended Council Policy 3710 and will be sent directly to all previous grant recipients, event organizers for upcoming events working with the RSH office and members of the Richmond Sports Council.

Financial Impact

The RSH program is funded by the hotel room tax until 2017. Continuation of the hotel room tax beyond 2017 will be required to provide future funding under the current funding model for the program.

Conclusion

Richmond Sport Hosting is a valuable service to event organizers and the city of Richmond continues to be a sought after destination for sport events. The RSH office has continually increased the number of major sport events that have come to Richmond on an annual basis and has significantly added to the economic benefit generated from sport tourism. After six years of operation, updates to the strategy and Grant Program are required in order to maximize the opportunity for ongoing program success. The proposed updates and revisions have been

developed in consultation with key stakeholders of the RSH program. If endorsed, both the new sport hosting strategy and the revised Grant Program are expected to come into effect in 2016, with relevant information to be distributed to all past grant recipients as well as the event organizers of all upcoming events currently being assisted by the RSH office.

Tanya Foley Manager, Sport Hosting (778-296-1406) Neonila Lilova Manager, Economic Development (604-247-4934)

- Att. 1: City of Richmond Sport Hosting Incentive Grant Policy 3710 Amended
 - 2: City of Richmond Sport Hosting Incentive Grant Policy 3710 Original
 - 3: Richmond Sport Hosting Strategy 2016-2020
 - 4: Minutes Richmond Sports Council dated November 10, 2015
 - 5: Letter of Support Tourism Richmond
 - 6: Letter of Support Richmond Hotel Association



ATTACHMENT 1

Policy Manual

Page 1 of 3	Adopted by Council: February 8, 2010	Policy 3710
	Amended by Council:	
File Ref: 03-1085-01	Sport Hosting Incentive Grant Policy	

It is Council policy that

- 1. The City of Richmond supports the enhancement of a positive quality of life for all its residents, and the Council recognizes that one method of helping to achieve that goal is through an annual sport hosting incentive grant program.
- 2. The City of Richmond Sport Hosting Task Force has the responsibility to award Sport Hosting Incentive Grants to successful applicants and the program will be administered by the City of Richmond.
- 3. The incentive grant program is open to eligible groups through an online application process following an annually defined intake schedule. Each organization will be eligible to receive a maximum of two grants or \$7,000 total per year. Any approved application will have the option to receive 50% up front funding (pre event) and 50% post event and upon submission of accountability paperwork.
- 4. Applicants from the Richmond Olympic Oval Corporation, Richmond Community Associations, Societies, Richmond School District No. 38 Athletics Association, Richmond non-profit organizations and non-profit sport organizations or associations are eligible to apply for a Sport Hosting Incentive Grant. Applicants from other organizations may also apply but best efforts must be made to obtain a letter of support from a Richmond based organization.
- 5. All applications must include a business plan outlining:
 - · event's objectives
 - high level action plan and timelines
 - organizational structure
 - budget including indication of items grant would be applied to
 - indication of how any budget surplus would be used
 - cultural component(s) of event
 - indication of sustainable event practices planned
- 6. All applications will be evaluated by the Sport Hosting Task Force against five criteria to determine the final allocation:
 - a) Number of hotel room nights
 - b) Scale of Event (e.g. Provincial, National, International)
 - c) Ability to leave a legacy in Richmond
 - d) Potential to generate measurable economic impact and tourism benefits
 - e) Opportunity for continuation of this event or hosting potential for future new events.



Policy Manual

Page 2 of 3	Adopted by Council: February 8, 2010	Policy 3710
	Amended by Council:	
File Ref: 03-1085-01	Sport Hosting Incentive Grant Policy	

DEFINITIONS OF ELIGIBLE GRANT CATEGORIES:

All events must either be sanctioned by a recognized sport governing body or, in the case of an emerging sport that has not yet achieved official status, the sport must be one that has official rules/regulations that are being used in the event being funded.

- 1. **Provincial event** includes tournament/championship competition between teams/individuals from around the province of British Columbia.
- 2. **Western Canadian** includes tournament/championship competition between teams/individuals from the western provinces (BC, AB, SK, MB, YK, NT, NU).
- 3. **National event** includes tournament/championship competition between teams/individuals from across Canada. To be eligible for this level of event when applying, one of the following conditions must be met:
 - at least 30% of the participating athletes must be from outside BC with a minimum of 4 provinces/territories, including BC, participating
 - at least 40% of the participating athletes must be from outside BC with a minimum of 3 provinces/territories, including BC, participating
 - at least 50% of the participating athletes must be from outside BC with a minimum of 2 provinces/territories, including BC, participating
- 4. **International event** includes tournament/championship competition between teams/individuals from around the world. To be eligible for this level of event when applying, one of the following conditions must be met:
 - at least 30% of the participating athletes must be from outside Canada with a minimum of 4 nations, including Canada, participating
 - at least 40% of the participating athletes must be from outside Canada with a minimum of 3 nations, including Canada, participating
 - at least 50% of the participating athletes must be from outside Canada with a minimum of 2 nations, including Canada, participating
- 5. Conferences/Symposiums/Congresses & AGM's The meeting must be hosted/sanctioned by a recognized sport governing body, be held over more than one day and host a minimum of 50 room nights on at least one night to be eligible. This would include topics such as sport system development, sport medicine, high performance training, sport legacy, sport hosting, coaching.
- 6. Multiple year events must submit an application on an annual basis.



Policy Manual

Page 3 of 3	Adopted by Council: February 8, 2010	Policy 3710
	Amended by Council:	
File Ref: 03-1085-01	Sport Hosting Incentive Grant Policy	

EXCLUSIONS FROM ELIGIBILITY FOR SPORT HOSTING INCENTIVE GRANT:

- Funding for bids for provincial, national or international events are not eligible.
- Events with less than 50 room nights in Richmond are not eligible.
- Events hosted outside the City of Richmond are not eligible for consideration.
- Professional events hosted by for-profit organizations with the exception of the Richmond Olympic Oval Corporation will not be supported.
- Funding for recreational activities (i.e. golf weekend) are not eligible for consideration.
- Funding for jamborees, playoffs, and league games are not eligible for funding.
- Applications for events that have already been hosted retroactively are not eligible.

GRANTS REVIEW CONSIDERATIONS:

The Sport Hosting Task Force will review and award grant applications on an annual intake schedule and ensure that successful grant applications have met the established criteria.

The City will ensure notification of awarded grants will occur to comply with Community Charter requirements.

If an application is denied, the applicant may appeal to Richmond City Council through the Parks Recreation and Cultural Services Committee.

All events must comply with City rules, policies, regulations and bylaws.



ATTACHMENT 2

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Policy Manual

Page 1 of 3	Adopted by Council: February 8, 2010	Policy 3710
File Ref: 03-1085-01	Chart Hasting Inconting Grant Policy	

It is Council policy that

City of Richmond

- 1. The City of Richmond supports the enhancement of a positive quality of life for all its residents, and the Council recognizes that one method of helping to achieve that goal is through an annual sport hosting incentive grant program.
- The City of Richmond Sport Hosting Task Force has the responsibility to award Sport Hosting Incentive Grants to successful applicants and the program will be administered by the City of Richmond.
- 3. The incentive grant program is open to eligible groups on a first come, first serve basis until the funding is exhausted annually and any approved application will receive 50% up front funding (pre event) and 50% post event and upon submission of accountability paperwork.
- 4. Applicants from the Richmond Olympic Oval Corporation, Richmond Community Associations, Societies, Richmond School District No. 38 Athletics Association, Richmond non-profit organizations and non-profit sport organizations or associations are eligible to apply for a Sport Hosting Incentive Grant.
- 5. The grant process incorporates 2-tiered application eligibility: groups seeking less than \$1000.00 and groups seeking over \$1000.00.

Groups seeking less than \$1000 have the following criteria to meet:

- utilize facilities and venues within the City of Richmond.
- stay a minimum of 20 hotel room nights in Richmond.
- compliance with City policies and procedures.

Groups seeking finding over \$1000 have the following criteria to meet:

- utilize facilities and venues within the City of Richmond.
- stay a minimum of 20 hotel room nights in Richmond.
- outline how the support from the City of Richmond would be applied to the event.
- demonstrate the extent to which the event will encourage increased participation in sport and provide direct or indirect sport development opportunities to the City of Richmond's sport stakeholders.
- demonstrate the social and economic benefits of the event including but not limited to the size of the audience, media coverage, volunteerism and any potential legacy for the community (i.e. equipment, infrastructure).
- include a cultural component to the event.



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- include a business plan outlining the sport event's objectives, action plan, volunteer and committee structure, participant breakdown, timelines, budget and if a surplus is generated through the event, identify how the surplus is to be used.
- be required to acknowledge the City's support in all of their information materials, including
 publications and programs related to the funded activities. If the logos of other funders are
 used in an acknowledgement, the City and Tourism Richmond should similarly be
 represented.
- · compliance with City policies and procedures.

DEFINITIONS OF ELIGIBLE GRANT CATEGORIES:

- Provincial event The event must be sanctioned by a LSO and/or PSO that includes tournament/championship competition between teams/individuals from around the province of British Columbia.
- Western Canadian The event must be sanctioned by a LSO and/or PSO that includes tournament/championship competition between teams/individuals from the western provinces (BC, AB, SK & MB).
- 3. **National event** The event must be sanctioned by a LSO and/or PSO, NSO that includes tournament/championship competition between teams/individuals from across Canada.
- 4. International event The event must be sanctioned by a LSO and/or PSO, NSO, ISO that includes tournament/championship competition between teams/individuals from around the world.
- 5. Invitational/Test event The event must be sanctioned by a LSO and/or PSO, NSO, ISO that includes tournament/championship competition between a minimum of 10 participants from outside of Metro Vancouver.
- 6. Conferences/Symposiums/Congresses & AGM's The meeting must be sanctioned by a LSO and/or PSO, NSO, ISO. The meeting must be multiple days and host a minimum of 50 room nights on peak to be eligible. This would include topics such as sport system development, sport medicine, high performance training, sport legacy, sport hosting, coaching.
- 7. Multiple year events must submit an application on an annual basis.

EXCLUSIONS FROM ELIGIBILITY FOR SPORT HOSTING INCENTIVE GRANT:

- Funding for bids for provincial, national or international events are not eligible.
- Events with less than 20 room nights in Richmond are not eligible.
- Events hosted outside the City of Richmond are not eligible for consideration.

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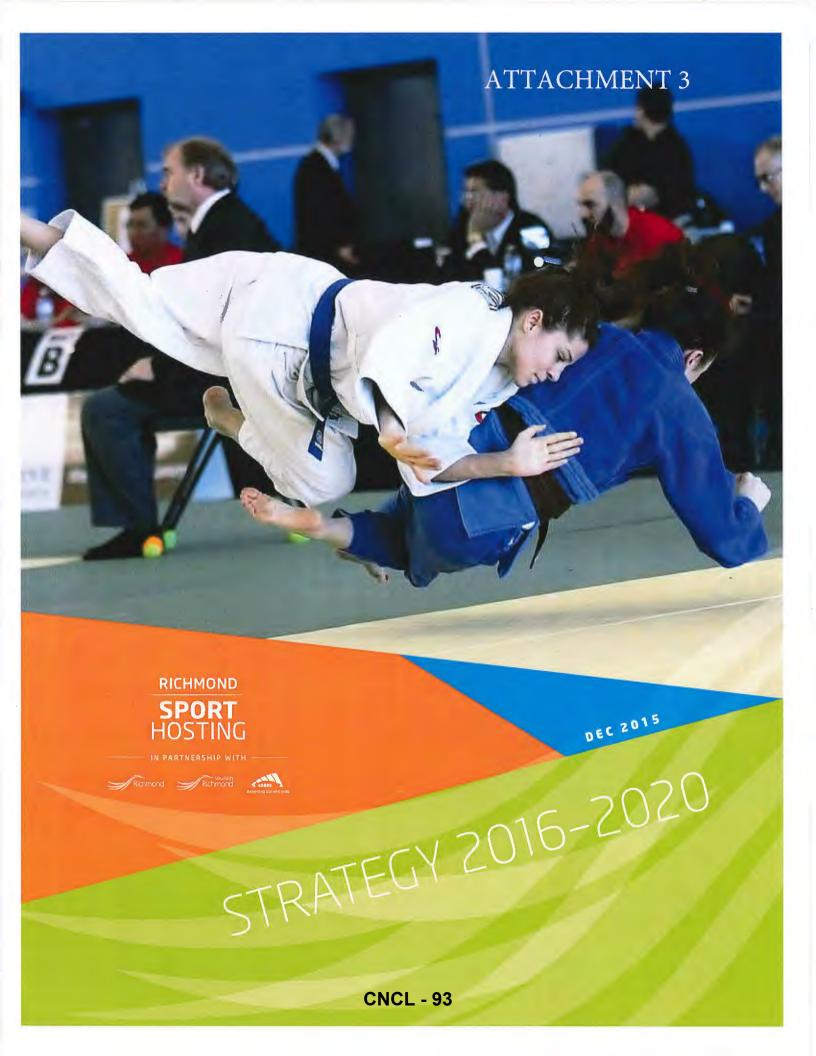
- Professional events hosted by for-profit organizations with the exception of the Richmond Olympic Oval Corporation will not be supported.
- Funding for recreational activities (i.e. golf weekend) are not eligible for consideration.
- Funding for jamborees, playoffs, and league games are not eligible for funding.
- Applications for events that have already been hosted retroactively are not eligible.

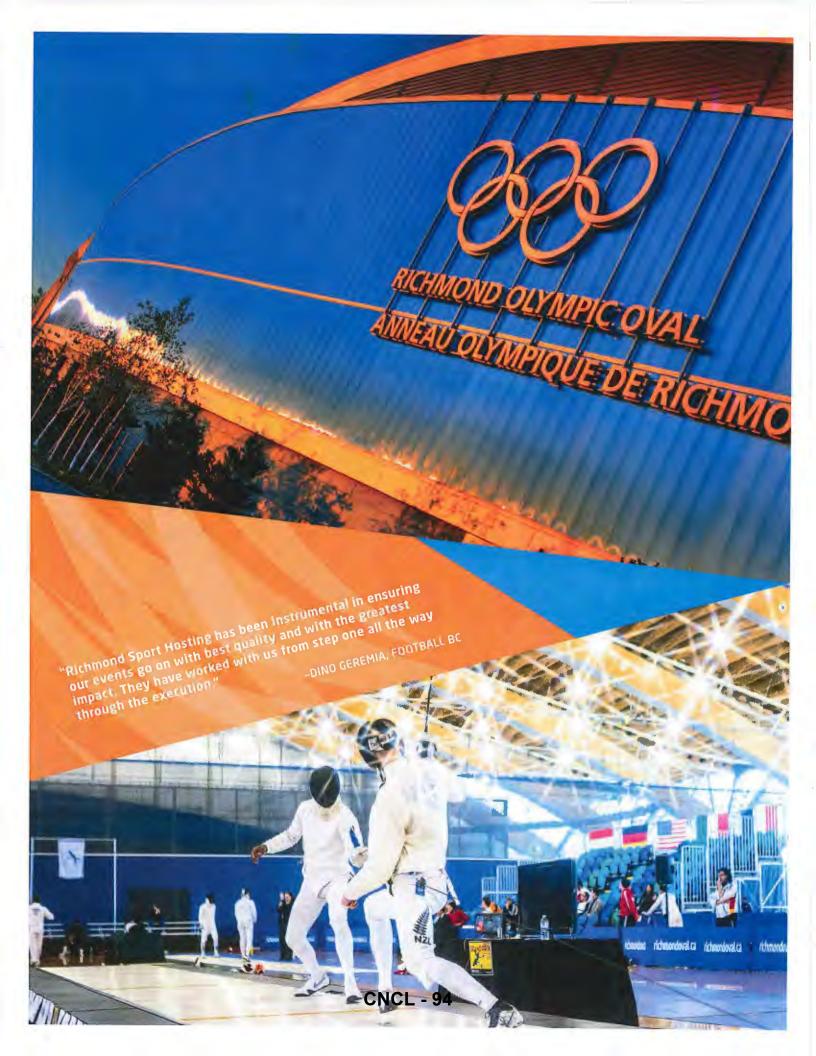
GRANTS REVIEW CONSIDERATIONS:

The Sport Hosting Task Force will review and award grant applications on a monthly basis and ensure that successful grant applications have met the established criteria.

The City will ensure notification of awarded grants will occur to comply with Community Charter requirements.

If an application is denied, the applicant may appeal to Richmond City Council through the Parks Recreation and Cultural Services Committee.

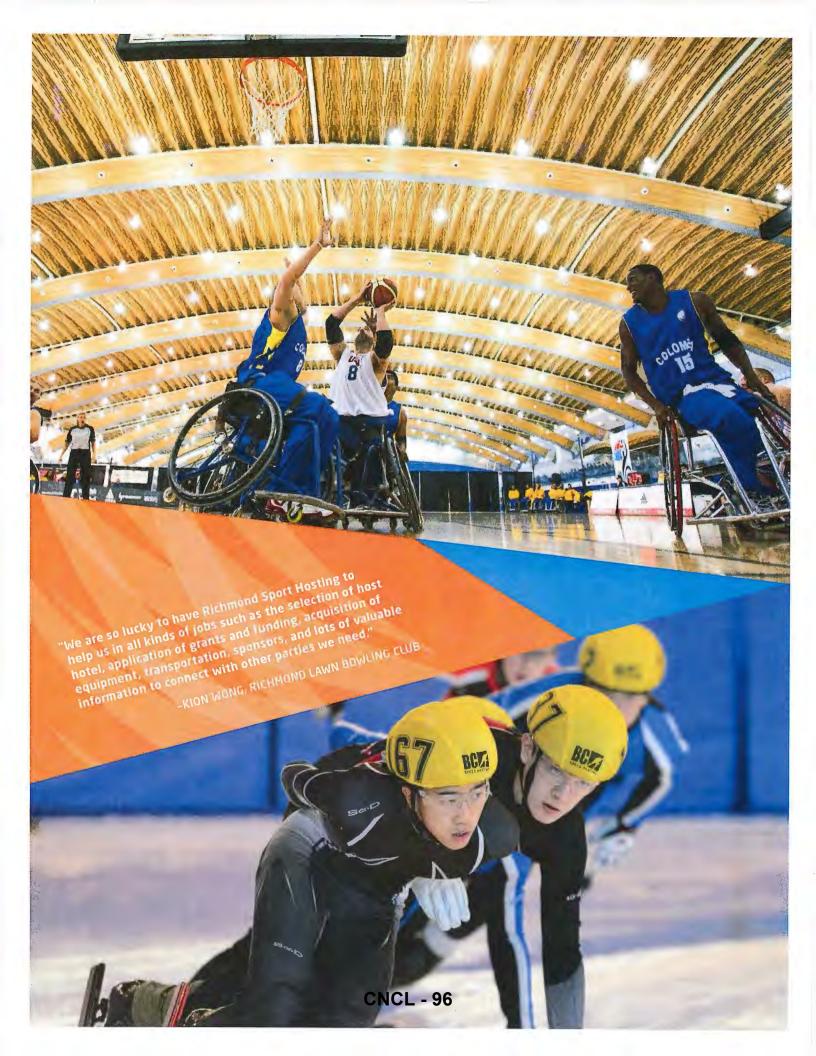




1. MESSAGE FROM THE MAYOR

To come ...





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5

Richmond Sport Hosting (RSH) was established as a direct response to the City of Richmond's role as a Venue City for the 2010 Olympic Winter Games and has quickly made a mark in the sport tourism industry. After hosting fourteen events in 2010, RSH has continued to grow and in 2015 provided assistance to over sixty provincial, national or international events. The Richmond Olympic Oval, a world class event hosting facility, has provided the impetus to establish Richmond as a destination of choice for major sport events. In addition, there are over 30 indoor sport hosting facilities as well as dozens of outdoor spaces throughout the city that provide the sport technical requirements to host provincial or higher levels of sport events.

In 2014, Statistics Canada announced that the sport segment was the fastest growing tourism sector and represented \$5.2 billion dollars nationwide. This represented an 8.8% increase compared to a 0.7% decrease in the overall Canadian tourism market from two years previous. As a result, significant interest across Canada has emerged and the number of dedicated sport tourism offices has increased from less than 100 offices in 2009 to approximately 250 in 2015.

Funded through the Municipal and Regional District Tax Program (MRDT) via an agreement between Tourism Richmond and the City of Richmond, RSH has an operating budget of \$400,000, including a \$100,000 Incentive

Grant Program. The RSH office provides a complimentary, one-stop-shop enterprise accessible by all event organizers operating within Richmond venues. The core business revolves around supporting the City of Richmond's Council Term Goal "Supportive Economic Development Environment" through identifying opportunities to bring visitors to the city creating positive economic benefits for local hotels, facilities, restaurants, shops and visitor attractions.

The City of Richmond has recently undergone an assessment of the sport facilities across the city and have identified a number of improvements and/or replacement opportunities over the coming years. Many of these will allow for additional major sport event prospects to be pursued increasing the number and variety of events possible in the city.

Sporting events are consistently increasing in overall number as sports continue to offer new programs to their members. As well, the quality of events are escalating and there is a heightened desire to provide higher service levels in comparison to past efforts (e.g. mandatory broadcast/live stream options, dedicated dressing rooms, higher number of spectator expectations, etc). It is expected that this trend will continue and is the key factor identifying sport tourism as a stable option that is not as affected by external pressures such as fluctuation with the Canadian dollar as other tourism segments.



4. RICHMOND SPORT HOSTING'S PLAN

To be the premiere sport hosting community in Canada for provincial, national and international sporting events, while growing and integrating our local sport community.

GUIDING PRINCIPLES

Since 2009, Richmond Sport Hosting has been providing exceptional service to sport organizations from around the globe. The City of Richmond provides a world class event atmosphere and is well established as a premiere destination for all levels of sport events. The City of Richmond Sport Hosting program will:

- Assist Richmond in reaching the Council term goals, increase the City's image, community pride, economic development and continue to build a legacy of sport for the City
- Be a strategic and coordinated approach targeting a broad scope of 'events' to include single sport competitions, multisport games, training camps, coaching clinics, sport related business meetings
- Communicate benefits and opportunities to stakeholders
- Ensure financial accountability by building in processes for evaluations, both of individual events and of the overall initiative to create a transparent operation

- · Collaborate with City departments, event organizers and facility operations to ensure events are engaging in sustainable event practices
- · Find niches in the sport hosting marketplace where Richmond can effectively market its facilities, services and expertise and cultivate a strong sport hosting identity
- Recognize the role of sport and sport volunteers as valuable partners in the process of sport event hosting and continually build community capacity to host high quality sporting events.
- Equip our sport partners with tools, information and support to be successful in building or engaging the required capacity to host existing major events or creating new events unique to Richmond
- Use Sport Hosting to support a robust and integrated sport development system in Richmond



OBJECTIVES

INCREASE THE NUMBER OF POTENTIAL **HOSTING OPPORTUNITIES** by expanding collaboration with local stakeholders such as Tourism Richmond, Richmond School District, Richmond Hotel Association, private sports clubs and the event hosting expertise of the Richmond Olympic Oval.

SEEK POTENTIAL STRATEGIC PARTNERSHIPS with the BC Sport Branch, Destination BC, BC Sport Tourism Network, and professional event management businesses

ENGAGE WITH EVENT ORGANIZERS through supporting additional aspects of logistical requirements to maximize the cost saving aspects of hosting in Richmond

MAXIMIZE NEW AND RENOVATED SPORT **HOSTING FACILITIES** coming online in the City and be flexible to adapt to priorities adopted by Council in the future

GROW SPORT RELATED TOURISM ECONOMIC **VALUE** by 10% by 2020

SUPPORT SUSTAINABLE EVENT INITIATIVES promoted by the City of Richmond through working with event organizers to provide direction and assistance to ensure compliance with City programs

CONTRIBUTE TO THE COMMUNITY'S healthy living, increased awareness of the benefits of sport, building civic pride and a stronger volunteer base



5. SUCCESS THROUGH PARTNERSHIP

The strength of Richmond as a sport event destination lies in the collaborative approach between the Sport Hosting office, official program partners and other key stakeholders. Together they form an indispensable resource for event organizers and offer an elite support system.

PROGRAM PARTNERS

CITY OF RICHMOND

Richmond Sport Hosting is a complimentary city service offered by the City of Richmond. As a strategic partner, the City provides program oversight, access to City owned facilities, and management of the Sport Hosting Task Force.

TOURISM RICHMOND

Tourism Richmond is the established tourism destination marketing organization for Richmond, BC. They oversee all other tourism market segments in the city and support Richmond Sport Hosting through visitor servicing, destination marketing and industry support,

RICHMOND SPORTS COUNCIL

The Richmond Sports Council was established in December 1982 for the purpose of unifying and representing sports groups within the community on relevant issues affecting the local sport community. Ultimately the local sport community is involved either as host or support to the hosts of the majority of sport events held in Richmond and is a vital connection for future event opportunities.

RICHMOND OLYMPIC OVAL CORPORATION

The Richmond Olympic Oval is a breathtaking venue on the banks of the Fraser River and winner of the Institution of Structural Engineers top award for Sports or Leisure Structures. With over 47,500 square metres of world class facility, it is the destination of choice for dozens of sports at all levels of play. The Richmond Sport Hosting office is situated within the Richmond Olympic Oval and shares a vision of excellence for welcoming the world to Richmond.



OTHER STAKEHOLDERS

RICHMOND HOTEL ASSOCIATION

The Richmond Hotel Association is an active representative group for Richmond's hotel community and a vital partner for Richmond Sport Hosting's success. As an airport city, Richmond can offer options and service levels that are rarely seen by sport groups across Canada. Through collaboration with the Richmond Hotel Association, Richmond Sport Hosting is able to work collectively with a number of hotels and ensure the best options are made available to event organizers.

LOCAL BUSINESSES

Sport events typically bring participants, officials and spectators to the host city. For provincial, national or international events, these visitors not only stay in local hotels, but they also purchase meals, souvenirs and spend time away from the sport venue at local attractions. Richmond businesses are

well equipped to service out of town visitors and offer a plethora of options for tourists. As well, sport events often serve as marketing opportunities for local organizations and create a mutually benefitting opportunity for the event organizer and the business.

RICHMOND RESIDENTS

The Richmond community benefits in a variety of ways through experiencing high level sport events. For athletes, the ability to compete on home soil has been well established in Richmond as a Venue City for the 2010 Olympic Winter Games. Residents continually have the ability to engage with elite events as volunteers, technical officials and event organizers. Bringing elite sporting events into the community promotes a healthy lifestyle and encourages dreams of young athletes as they join the ranks of spectators enjoying these events.



6. STRENGTHS, WEAKNESSES, OPPORTUNITIES AND THREATS

Identified through various consultations and industry research, the following SWOT analysis will provide focus for Richmond Sport Hosting activities.

STRENGTHS

- Logistical ease of hosting in Richmond
- Exceptional hosting experience
- Elite sport facilities
- Strong base of volunteer support
- Multi-cultural community
- Transportation hub (International Airport and Canada Line Skytrain)
- Proximity to downtown Vancouver, Whistler, USA Border
- Extensive accommodation options
- Variety of visitor attractions
- City and facility event staff experience

- Spectator capacity
- Required new construction or facility improvements at some event hosting sites needed to expand opportunities
- · Financial support from outside
- Requirement to rely on neighbouring communities to be able to hold
- Expertise available amongst RSH and venue staff to organize events, but limited time/financial

- Training camps
- · Pre-Stage camps/events-
- · Growth of female sport
- (tigh performance atfilete training and development)
- · Tradeshows and Conferences
- Provincial, National & International sport events
- Accessible destination focus on
- International evants with decreased Canadian dollar
- Created event options

THREATS

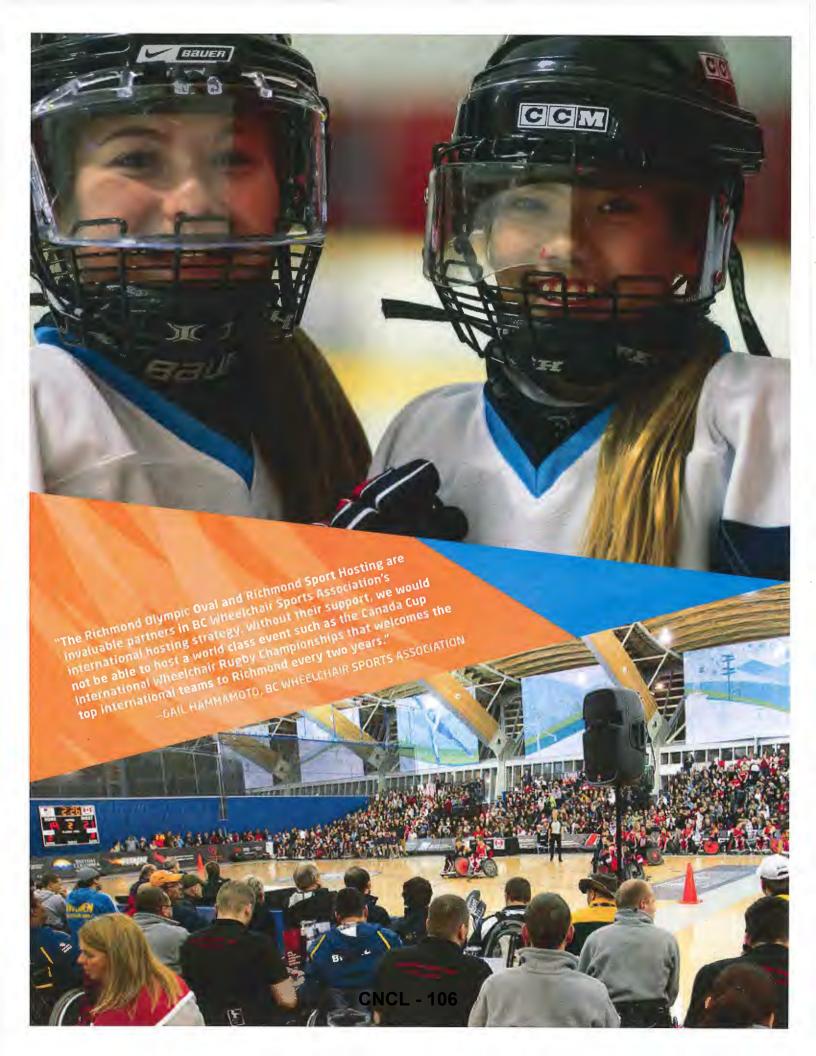
- Financial support offered by
- Tourism Industry changes



7. STRATEGIC PRIORITIES

- 1. Maximizing relationships with:
 - a. EVENT RIGHTS HOLDERS to ensure Richmond continues to be seen as a strong option for hosting major events
 - **b. CITY PARKS AND RECREATION AND** RICHMOND OLYMPIC OVAL STAFF to facilitate site selection and onsite facilitation for Sport Hosting events
 - c. RICHMOND SCHOOL DISTRICT STAFF to facilitate site selection and facility booking for Sport Hosting events.
 - d. PRIVATE FACILITY OPERATORS to ensure Sport Hosting is up to date on their hosting desires and able to maximize all spaces within the City of Richmond
 - e. EXTERNAL SPORT HOSTING OFFICES OR EVENT ORGANIZERS in order to ensure all opportunities for economic benefits in Richmond are explored
 - f. RICHMOND HOTELS to ensure sport group appropriate options continue to exist in Richmond
 - g. CITY AND RICHMOND OLYMPIC OVAL **COMMUNICATION STAFF** to facilitate media promotion
 - h. ARTS, HERITAGE AND CULTURE contacts to better provide opportunities for cultural component inclusion in Sport Hosting events.

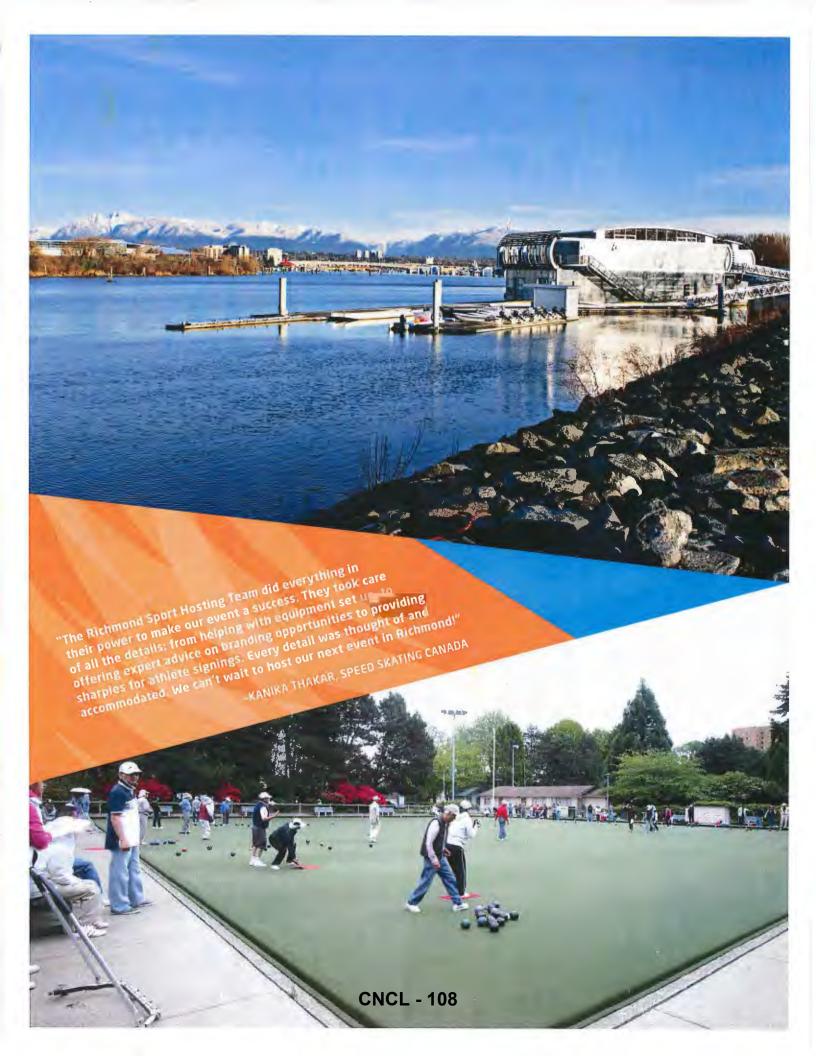
- 2. By ensuring organizational efficiency, the Sport Hosting office will ensure multiple requirements are achieved and an exceptional level of service is offered to clients
- 3. Serve as a "one-stop-shop" to be able to assist event organizers with securing information on all aspects of hosting an event in Richmond
- 4. Conduct a dedicated marketing approach to identify the logistical benefits of operating in Richmond identifying the cost saving opportunities to assist rights holders in selecting Richmond for their event
- 5. Offer a Richmond Sport Hosting Incentive Grant program in order to financially support event organizers in the securing of major sport events
- 6. Maximize the economic impact opportunities from sport event participants through developing direct information packages targeting local attractions and activities that can be used to build an overall experience for event attendees



8. ACTION PLAN

	SHORT	LONG
ACTION ITEM .	TERM (0-12 M05)	TERM [13-36 MOS]
STRATEGIC PRIORITY #1: MAXIMIZING RELATIONSHIPS		
Attend industry conferences (CSTA Sport Events Congress, CAC Sport Leadership sportif Conference, TIABC Conference)	×	**
Work with Richmond School District to identify potential events that would align with their future goals/vision		х
Develop regular communication method with facility operators	x	×
Participate in the BC Tourism Network meetings/events to develop relationships with external sport hosting offices in BC	×	횧
Maintain regular schedule of contact with sport organizations and hotel sales managers overseeing sport market	×	X
Develop relationships with International Sport Organizations representing sports that are high level targets for Richmond	×	*
Actively participate on sport and tourism committees and Boards		×
STRATEGIC PRIORITY #2: ENSURING ORGANIZATIONAL EFFICIENCY		
Develop online form for grant application	×	
Utilize new website to send RSH newsletter	×	· X
STRATEGIC PRIORITY #3: OPERATING AS A ONE-STOP-SHOP		
Redevelop RSH website to provide checklist and detailed information on hosting events in Richmond	×	
Develop online event application outlining the areas RSH can provide assistance for	ж	×
Develop promotion of City of Richmond's Sustainable Event Champion program and Quick Guide to incorporate sustainable event practices for event organizers	×	
STRATEGIC PRIORITY #4: MARKETING RICHMOND'S LOGISTICAL BENEFITS		
Develop and update marketing elements:		
- Richmond facility brochure - Richmond map of facilities/hotels/attractions	×	X X
Advertising promotions include statement on logistical benefits	×	х
STRATEGIC PRIORITY #5: PROVIDING FINANCIAL SUPPORT		
Revise Richmond Sport Hosting Incentive Grant Program	×	
Develop online grant application and post event form	ж	
STRATEGIC PRIORITY #6: BUILDING AN EXPERIENCE		
Collaborate with Tourism Richmond Visitor Services to develop brochures/website menu for		×
Richmond experience options Develop a rate card for local attractions, team building opportunities and tourist discounts		x.
pevelop a rate card for focal actions, team building opportunities and tourist discounts		X.





9. PERFORMANCE MEASURES

MEASURE	2014	2016
Number of bids	9	12
Number of grant applications	41	40
Leads generated	59.	70
Lead room nights	17,812	20,000
Definite room nights	12,204	12,750

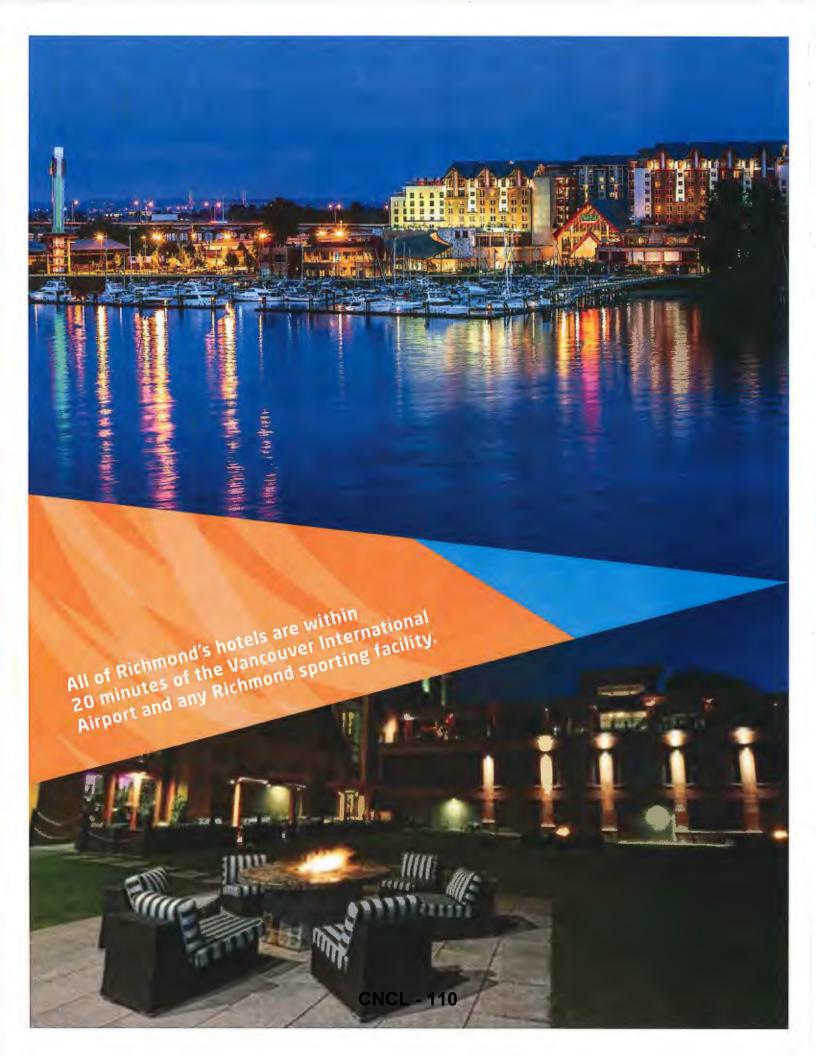
10. RICHMOND FACILITIES

Richmond has an abundance of sport and meeting facilities equipped to host major events for traditional, emerging and mind sports.

From the majestic Richmond Olympic Oval to a variety of City and privately owned venues to hotels, our exceptional venues have hosted various AGMs, conferences and major events for the following sports:

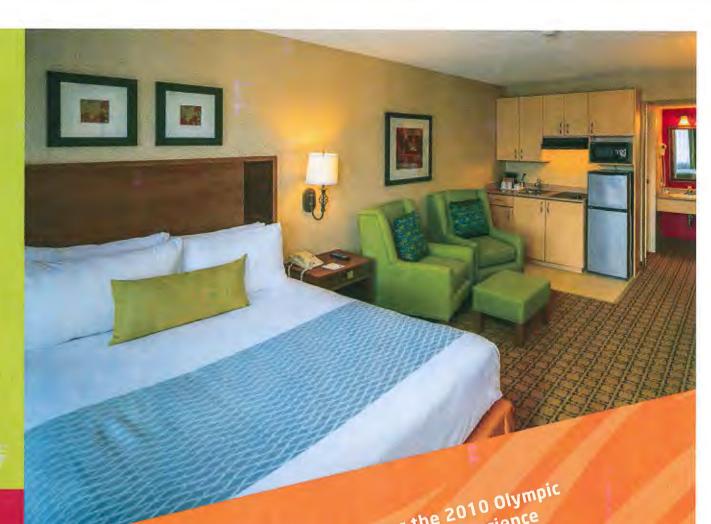
INDOOR			OUTDOOR
Archery	Floorball	Synchronized	Archery
Archery Tag	Futsal	Swimming	Basketball
Artistic Gymnastics	Highland Dance	Table Tennis	Beach Volleyball
Badminton	Ice Hockey	Taekwondo	Cricket
Ball Hockey	Inline Skating	Tennis	Field Hockey
Basketball	Jiujitsu	Track & Field	Field Lacrosse
Beach Volleyball	Judo	Trampoline	Football
Box Lacrosse	Karate	Volleyball	Golf
Bridge	Powerchair Soccer	Water Polo	Race Walk
Chess	Powerlifting	Weightlifting	Rowing
CrossFit	Rhythmic Gymnastics	Wheelchair Basketball	Rugby
Curling	Ringette	Wheelchair Rugby	Shooting
Darts	Shooting (Air Pistol)	Wrestling	Soccer
Diving	Short Track		Softball
Dodgeball	Sitting Volleyball		Tennis
Field Hockey	Speed Skating		Track & Field
Figure Skating	Swimming		Ultimate

An up to date listing of all venues in Richmond can be found at www.richmondsporthosting.ca



HOTEL NAME	MEETING ROOM	S	# GUEST ROOM
	#	LARGEST CAPACITY	
Accent Inns	2	50	205
Best Western Abercorn Inn	4	200	98
Days Inn Vancouver Airport	O.		67
Executive Airport Plaza Hotel & Conference Centre	16	700	290
Fairmont Vancouver Airport	16	150	392
Four Points by Sheraton Vancouver Airport	6	180	140
Hampton Inn Vancouver Airport	ū	-	109
Hilton Vancouver Airport		400	237
Holiday Inn Express Hotel & Suites Riverport	**	90	147
Holiday Inn Vancouver Airport	5	85	161
La Quinta Inn Vancouver Airport	1	40	74
Pacific Gateway Hotel	22	600	414
Quality Hotel Airport (South)	1	33	70
Radisson Vancouver Airport Hotel	12	600	500
Ramada Vancouver Airport	Ί	150	76
River Rock Casino Resort / The Hotel at River Rock	N.Y.	950	395
Sandman Hotel Vancouver Airport	1	.80	171
Sandman Signature Hotel & Resort Vancouver Airport	13	180	438
Sheraton Vancouver Airport	27	1200	390
Travelodge Vancouver Airport	1	\$0%	160
Vancouver Airport Marriott Hotel	7	400	237
Westin Wall Centre Vancouver Airport	5	536	188

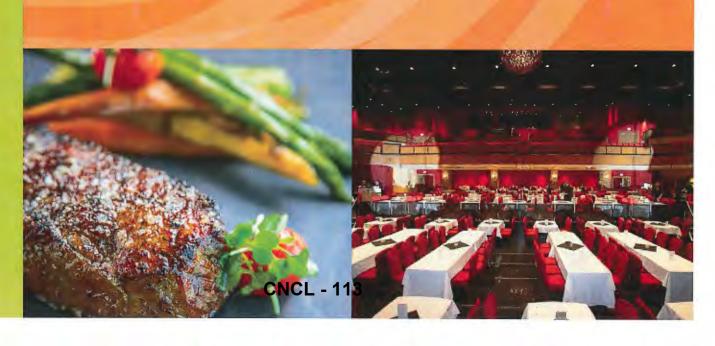




Richmond's hotels helped deliver the 2010 Olympic Winter Games and have considerable experience Winter Games and class sport events.

Supporting world class sport events.

Collectively, they understand how to go above and beyond to meet the unique need of sport groups.



12. RICHMOND SPORT EXPERIENCE

Richmond has worked with local, provincial, national and international sport organizations to bring a wide variety of events to Richmond. With tremendous hosting experience, Richmond facilities and staff are able to assist event organizers throughout the process. A sample of some of the over 300 successful events held in the past five years include:

INTERNATIONAL EVENTS	
2015 Powerlifting Commonwealth Championship	
2015 Fencing World Cup	
2014-2015 Men's Tennis ITF Tournament	
2014 US/Canada Dual and International Open Race Walks	
2014 World Martial Arts Games	
2014 Pacific Rim Gymnastics Championships	
2013-2014 Fencing World Grand Prix	
2013-2015 Pacific Cup International Curling Championship	
2012 & 2014 International Wheelchair Rugby Canada Cup	
2012-2013 Yonex Canada Open Grand Prix	
2011-2015 Judo Pacific International Championship	
2010 World Wheelchair Rugby Championships	

2015 Rhythmic Gymnastics National Championships 2015 Volleyball Canada National Team Challenge Cup 2015 Short Track Speed Skating National Qualifier 2014-2016 Karate Canada National Championships 2015 Canadian Senior Lawn Bowling Championship 2014 RCGA Canadian Men's Senior Championship 2014 Canadian Wheelchair Basketball League Women's National Championship 2012 Canadian Senior and Junior Table Tennis Championships 2011 Royale Cup Canadian Junior Girls Golf Championship 2011 Canadian Junior Badminton Championships 2010 National Taekwondo Championship



2014-2015 Pacific Coast Female Rep Hockey Classic

2013 Futsal Fiesta

2013-2015 BC Powerlifting Association Cup Championship

2012-2015 Red Bull Crashed Ice Vancouver Qualifier

2012-2015 Karate BC Provincial Championship

2012 & 2013 CrossFit Games- Canada West Regional

2011-2015 Harry Jerome Indoor Classic

2010 BC Open Squash Championship

2015 BC Hockey Pre-Stage Camp for Canada Winter Games

2015 National Team Sitting Volleyball

2014 Team Finland National Women's Ice Hockey Pre-Stage Camp

2014 Australian Jr. National Track and Field Team Training Camp

2013 New Zealand Ice Hockey Training Camp

2012 Karate BC Training Camp



2014 Softball Canada Blue Convention

2013 Rowing Canada AGM & Coaching Conference

2012 Canadian Sport Tourism Alliance Sport Events Congress

2012 BC Athletics AGM & Award Banquet

2010 Baseball Canada Convention

2010 Sport BC Athlete of the Year Awards

2016 CAC Petro-Canada Sport Leadership sportif Conference

2016 Fencing World Cup

2016 Karate Canada National Championships

2016 Men's ITF Tennis Tournament

2016 Wheelchair Rugby Canada Cup

2017 Gojukai 7th World Championships

2017 Karate Canada North American Cup



13. WE ARE HERE TO WELCOME YOUR WORLD!

If you are looking for a place to host your next event, and want the advantage of a complimentary service dedicated to helping you elevate your participants' experience, Richmond Sport Hosting is here for you!

RICHMOND SPORT HOSTING

778 296 1406 sporthosting@richmondoval.ca

www.richmondsporthosting.ca @RichmondSH

RICHMOND **SPORT** HOSTING







Excerpt from Minutes of Richmond Sports Council Meeting held November 10, 2015



www.richmondsportscouncil.com

Tuesday November 10, 2015

Present:

Jim Lamond (Chair), Dan Marriott, Gregg Wheeler, (City staff), Tony Shaw, Bob Jackson Terry Kehoe, Jack Hamilton, Don Fisher, Barb Norman, Sam Morizawa, Tanya Foley, Warren Karsgaard, Gary Rosval, Sanjeet Sadana, Kathleen Wong, Mike Thorne, Steve Valenzuela, Ivan Wong, Bill Shayler, Kim Seaborn

Regrets: Councillor Bill McNulty, Serj Sangara, Stu Corrigal, Mke Fletcher, Donna Marsland

Meeting called to order at 7.00 pm

[Begin Excerpt]

6. Sport Hosting Update

Jim referred to the updated guidelines previously circulated via email and Tanya continued by circulating a list of the Recommended Changes to start in 2016 with regard to the Richmond Sport Hosting Incentive Grant Program. A question and answer period followed and also circulated was a draft of the 2016-2020 Sport Hosting Strategy.

During discussion it was confirmed that funds from the program came via the hotel room tax which was sent to Destination BC and then to Tourism Richmond. Total funds amounted to \$400,000 of which \$100,000 funds the grants.

Motion:

To endorse the changes to the Richmond Sport Hosting Incentive Grant Program. Moved: Don Fisher, Seconded: Bob Jackson, Carried. Opposed – Barb Norman

Sanjeet recommended that the grant funds be increased and he will follow up with Tanya re the process for the increase in 2017. This issue to be discussed at the next Sports Council meeting.

[End Excerpt]



November 4, 2015

Ms. Tanya Foley Manager, Sport Hosting Richmond Olympic Oval 6111 River Road Richmond, BC V7C 1A2

Dear Ms. Foley,

Thank you for presenting the draft Richmond Sport Hosting Strategy 2016-2020, the updated Sport Hosting Task Force Terms of Reference and the Grant Incentive Program to the Sport Hosting Sub Committee on September 25, 2015.

Tourism Richmond has had the opportunity to review the updated strategy and Grant Program including the revisions and we support it all. As one of Richmond's tourism sectors, sport continues to grow year over year and provide a positive economic outcome for our community. We would like to congratulate you and your team for your efforts and look forward to seeing the outcome of this revitalized strategy.

We encourage City Council to adopt this strategy and the proposed revisions, so that together we can continue to grow our visitor economy and strengthen the wellbeing of our City.

Sincerely

Tracy Lakeman

CEO





October 28, 2015

Ms. Tanya Foley Manager, Sport Hosting 6111 River Rd Richmond, BC V7C 0A2

RE: Richmond Sport Hosting Strategy Plan

Dear Tanya:

Thank you for taking the time to meet with the Richmond Hotel Association Board of Directors on October 19th to present the draft Richmond Sport Hosting Strategy Plan to our board.

I am pleased to let you know that after review of the strategy and discussion, the board is in support of the overall Sport Hosting program. We believe it is a successful program within the tourism sector for the city of Richmond and will help to drive room night production and overall revenues for the city.

Sincerely,

Gary Collinge

Chair

Richmond Hotel Association



Report to Committee

To:

General Purposes Committee

Director, Public Works Operations

Date:

January 4, 2016

From:

Tom Stewart, ASct.

File:

01-0370-01/2015-Vol

01

Re:

Donation Bin Regulation Bylaw No. 9502

Staff Recommendation

That:

- a. Donation Bin Regulation Bylaw No. 9502,
- b. Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9513, and
- c. Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 9514

be introduced and given first, second and third readings with an effective date of July 1, 2016.

Tom Stewart, AScT.

Director, Public Works Operations

(604-233-3301)

Att. 3

R	EPORT CONCURRI	ENCE
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Community Bylaws Law	d	22
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:	APPROVED BY CAO

Staff Report

Origin

At the September 14, 2015 meeting, Council approved the following resolutions:

That a fee and permit structure for donation bins on City property, as outlined in Option B of the staff report titled, "Donation Bins within the City of Richmond", dated August 21, 2015 from the Director, Public Works Operations, be endorsed; and that staff prepare the required bylaws and bylaw amendments to implement the proposed fee and permit structure.

Council requested that donation bin operators on City property be limited to registered charities that can demonstrate that the donation bin proceeds benefit programs and services used by Richmond residents.

This report presents the appropriate bylaw and bylaw amendments to implement the fee and permit structure for donation bins on City property.

This report supports Council's 2014-2018 Term Goal #4 Leadership in Sustainability:

Continue advancement of the City's sustainability framework and initiatives to improve the short and long term livability of our City, and that maintain Richmond's position as a leader in sustainable programs, practices and innovations.

Analysis

The following is a summary of proposed regulations for the Donation Bin Regulation Bylaw No. 9502, amendments to the Consolidated Fee Bylaw 8636, Amendment Bylaw No. 9513, and the Notice of Bylaw Violation Adjudication Bylaw No. 8122, Amendment Bylaw No. 9514.

1. Donation Bin Regulation Bylaw No. 9502

Staff have identified donation bin issues in Richmond and researched best practices in other municipalities. Bylaw No. 9502 introduces a fee and permit structure and the following regulations to enable management of donation bins.

- Donation bin activity on City property will only be permitted to those entities which have been approved for registration as a charity by the Canada Revenue Agency (CRA) and have been issued a charitable registration number by the CRA ("Eligible Permittees").
- Permittees will be required to respond to an Expression of Interest and meet the
 application criteria set out in the Bylaw No. 9502. As part of the application process,
 Permittees must also identify how the permittee's charitable work benefits City of
 Richmond residents.
- Ceasing to be a charity will result in termination of said permittee's agreement.

- Permittees will be responsible for cleaning up within a five metre radius of the permitted donation bin and within 24 hours of the City or the public reporting a need for cleanup to the permittee.
- Permittees will be responsible for paying a damage deposit. If Permittees do not respond to a cleanup request within 24 hours, the damage deposit will be used to reimburse the City's costs.
- Permittees will be responsible for posting signage on each bin outlining no dumping allowed, acceptable items, collection schedules, and how the permittee's charitable work benefits Richmond residents.
- The donation bins must be professional in appearance, regularly maintained, in good working order, free of graffiti, and to the satisfaction of the General Manager, Engineering & Public Works.
- Violation and penalty provisions are included if Permittees do not comply with the regulations addressed in the bylaw.

2. Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9513

Consistent with the report endorsed by council on September 14, 2015, the amendment bylaw establishes permit fees, damage deposit fees and other fees related to the implementation of the Donation Bin Regulation Bylaw No. 9502.

3. Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 9514

The amendment bylaw lists the penalty amounts that are enforceable for violations of the Donation Bin Regulation Bylaw No. 9502.

Next steps

If the proposed bylaws and amendments are approved, the following next steps would form part of the implementation:

- Time to serve notice to current bin operators, and issue and respond to an Expression of Interest.
- Bylaw and bylaw amendments would be effective on July 1, 2016.
- Staff will identify and permit approximately 50 donation bin locations on City property.
- Implement departmental procedures for effective management of the bylaws.
- Educate the public and bin operators about the new requirements through various means.

• Engineering and Public Works staff will work closely with bin operators to ensure a smooth transition during the implementation of the new bylaw and bylaw amendments.

Financial Impact

None. Revenue from annual permit fees and penalty revenues would be applied to offset the costs (i.e. cleanup by Environmental Programs and enforcement by Community Bylaws staff,) of managing the permit structure.

Conclusion

Staff recommend that Council endorse Donation Bin Regulation Bylaw No. 9502, Consolidated Fees Bylaw No. 8636 Amendment Bylaw No. 9513, and Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122 Amendment Bylaw No. 9514. Additionally, it is recommended that the effective date be July 1, 2016 to allow time to notify bin operators and issue and respond to an Expression of Interest for bin locations.

Enforcement of the above bylaws will be incorporated into the work plans of Engineering and Public Works and Community Bylaws staff.

Jennifer Kube-Njenga

Public Works - Program Manager

General luke dienger

(604-244-1260)

JKN:jkn

Att. 1: Donation Bin Regulation Bylaw No. 9502 (REDMS 4772125)

- 2: Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9513 (REDMS 4867084)
- 3: Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 9514 (REDMS 4867312)



CITY OF RICHMOND

DONATION BIN REGULATION

BYLAW NO. 9502

EFFECTIVE DATE – July 1, 2016



Donation Bin Regulation Bylaw No. 9502

The Council of the City of Richmond enacts as follows:

PART ONE: GENERAL PROVISIONS

1.1 Authorizations

- 1.1.1 The General Manager Engineering & Public Works is authorized to establish donation bins locations on City land pursuant to the provisions of this bylaw and to issue permits and establish a proposed fee structure for the placement and use of donation bins on City land.
- 1.1.2 The General Manager Engineering & Public Works may designate particular portions of City land as donation bin locations, in accordance with the following:
 - (a) will not impede traffic flow or access to highways, roads, lanes, sidewalks, or pedestrian pathways within the **City**;
 - (b) not within the sightline triangle of any street intersection;
 - (c) not in contravention of any of the **City's** bylaws applicable to traffic, including but not limited to the **City's** *Traffic Control and Regulation Bylaw No.* 5870, as amended or replaced from time to time;
 - (d) will not cause health or safety risks to 'residents' of the City; and
 - (e) may include portions of **City** roads, sidewalks, parking lots, community centres and/or unused park land.

1.2 Prohibitions

1.2.1 No person shall place, install or maintain a **donation bin**, for the collection of any type of donations, on any portion of **City land**, except in accordance with this bylaw and a **permit** issued pursuant this bylaw.

PART TWO: PERMITS

2.1 Permit Application & Issuance

2.1.1 Every applicant for a permit to place a donation bin on City land must:

- a) be a charity;
- b) provide to the General Manager Engineering & Public Works:
 - a completed application in the form, and containing such information as, required by the General Manager Engineering & Public Works from time to time, including but not limited to:
 - a. the applicant's charitable registration number;
 - if the applicant's donation bin(s) are owned and/or operated by an agent bin operator, the name and contact information for said agent bin operator; and
 - c. a photograph or pictorial depiction and written description of the donation bin,

which application shall be signed by the **applicant** or by an individual who has legal authority to bind the **applicant**;

- ii) a signed letter or statement with respect to the applicant's registered charitable status, the applicant's charitable work conducted within the City and/or for the benefit of the 'residents' of the City, and the applicant's ability to operate and maintain the donation bins to the standard set out in this bylaw, and containing a representation that the applicant gains ownership of all items donated through the donation bins it owns, operates and/or receive the benefit from, and receives at least 50% of the net proceeds from such donations;
- iii) certificate of insurance, in a form and on terms acceptable to the **City**'s Risk Manager, to provide \$5,000,000 general liability insurance and naming the **City** as an additional insured; and
- iv) a release and indemnity by the **applicant** in favour of the **City**, in a form and on terms acceptable to the **City's** Risk Manager, and if applicable, a release and indemnity by the **applicant's agent bin operator** in favour of the **City**, in a form and on terms acceptable to the **City's** Risk Manager.
- 2.1.2 The General Manager Engineering & Public Works may issue a permit to an applicant for all or some of the applicant's existing and proposed locations for donation bins, provided the applicant:
 - a) has complied with the requirements set-out in section 2.1.1 of this bylaw;

- b) is not in breach of any term or condition of this bylaw or any current or previous **permit** issued to the **applicant** by the **City**; and
- c) has paid to the **City** the fees set-out in section 2.1.3 of this bylaw.

The allocation of locations for each **permit** shall comply with Section 2.1.7 of this bylaw. A **permit** may contain such additional terms and conditions deemed advisable by the **General Manager Engineering & Public Works**.

- 2.1.3 Upon approval of an application for a **permit** by the **General Manager**Engineering & Public Works, the applicant will pay to the City the applicable annual **permit** fees set-out in the Consolidated Fees Bylaw No 8636, and security by way of a damage deposit in the amount set-out in the Consolidated Fees Bylaw No 8636. For applications approved on or after July 1 of a calendar year, the **permittee** will pay 50% of the applicable annual **permit** fees, and will pay the full amount of the damage deposit each as set-out in the Consolidated Fees Bylaw No 8636.
- 2.1.4 A **permit** issued pursuant to section 2.1.2 of this bylaw is valid from the date of issue to December 31 of the calendar year for which the **permit** is issued.
- 2.1.5 Neither the temporary nor permanent removal nor relocation of a **donation bin** by the **General Manager Engineering & Public Works** pursuant to this bylaw nor the revocation or surrender of a **permit** entitles the **permittee** to a refund of any portion of any annual **permit** fee paid pursuant to section 2.1.3 of this bylaw.
- 2.1.6 A **permit** is considered in good standing if:
 - a) all annual **permit** fees, as outlined in section 2.1.3 are fully paid;
 - b) the **permittee** is a **charity**;
 - c) business licence fees payable under the **City**'s *Business Licence Bylaw No.* 7360, as amended or replaced from time to time, are fully paid; and
 - d) an **identification decal** has been affixed to each **donation bin** covered by the **permit**, in accordance with any instructions provided by the **City**.
- 2.1.7 The General Manager Engineering & Public Works will determine where to locate donation bins on City land, donation bin locations, and may prohibit or limit the number of donation bins or bin operators in any portion of City land or donation bin location. The general allocation of donation bins locations will be based on the following:
 - a) donation bins locations will be allocated to the interested applicants by way
 of a lottery draw and/or a committee established by the General Manager
 Engineering & Public Works, on the basis of rules the General Manager

Engineering & Public Works considers just and equitable in the circumstances; and

b) in the allocation of donation bin locations, preference will be given to having one bin operator per donation bin location, however the General Manager Engineering & Public Works may allocate donation bin locations to one or more bin operators within a single portion of City land in accordance with the provisions of this bylaw and the permits granted hereunder.

2.2 General Permit Conditions

- 2.2.1 Subject to the terms and conditions of this bylaw, a **permit** that is in good standing in accordance with Section 2.1.6 of this bylaw gives the **permittee** the non-exclusive licence to place, or cause to be placed, one or more **donation bins** on the **donation bin location** specified in the **permit**, in accordance with the provisions of this bylaw and the **permit**.
- 2.2.2 A permit does not vest any ownership or other interest in land to the permittee.
- 2.2.3 A **permittee** must not dispose, assign or sub-licence a **permit**, or any of the **permittee's** rights or obligations under the **permit**, to another person, without the **City**'s prior written approval.
- 2.2.4 A **permittee** must ensure that each of the **donation bins** it owns, operates, and/or receives the benefit from:
 - a) are not placed outside of the boundaries of the applicable donation bin location as specified in their permit;
 - b) are not chained or fastened to any utility apparatus, including any traffic signal, traffic control device, street light, hydro or telephone pole or signpost, fire hydrant, parking meter, bus shelter, telephone booth, post box, benches or trees;
 - c) display clear identification information with the **permittee's** name, contact information, charity status, and registered charity number, in lettering no smaller than 100 millimetres x 75 millimetres and of a contrasting colour to the colour of the **donation bin**;
 - d) display an **identification decal** in accordance with any instructions provided by the **City**;
 - e) display a written or pictorial list of items that can be donated by members of the public in the **donation bin**;
 - f) display a clear written or pictorial notice that all donation articles must fit into the **donation bin**, prohibiting any items to be left outside or around the **donation**

bin on or near the **donation bin location**, and prohibiting the donation of items that may create a safety hazard, including but not limited to paint, garbage, soiled rags, propane or any other like items;

- g) display the telephone number for a 365 day a year, manned 24-hour on-call line for use by the **City** and the public to report to the **permittee** and, if applicable, the **permittee's agent bin operator**, any issues with the **donation bin**, including but not limited to the dumping of items and/or debris outside the **donation bin** or damage to the **donation bin**;
- h) display a donation pick up schedule for the donation bin;
- i) display "No Dumping" signage;
- j) display a brief written message identifying the **permittee's** charitable works benefiting the 'residents' of the **City**, which were set out the **permittee's** application letter submitted pursuant to Section 2.1(b)(ii) of this bylaw;
- k) do not display any third party advertising. For the purposes of this bylaw, if the permittee's donation bin is owned or operated by an agent bin operator, any information or imagery on the donation bin regarding or related to the permittee shall not constitute third party advertising;
- are not placed such as to obstruct clear sight triangles, circulation, setbacks, parking and driveways;
- m) are not placed within the sightline triangle of a street intersection, as outlined in the visibility clearance provision set-out in section 5.1 of the City's Traffic Bylaw No. 5870, as amended or replaced from time to time;
- n) are not placed so as to create safety hazards or to restrict accessibility for pedestrians, motorists and the public accessing the **donation bin**;
- o) do not exceed the following dimensions:

Width -1.2 metres Depth -1.3 metres

Height -1.9 meters;

- p) are professional in appearance and construction; and
- q) comply with all applicable provisions of this bylaw and the permit applicable to the **donation bin**.
- 2.2.5 A permittee, throughout the term of the permit, must comply with the following:

- a) the permittee must continue to be a charity;
- b) maintain commercial general liability insurance coverage, naming the City as an additional insured entitled to full coverage, in the amount of Five Million Dollars (\$5,000,000) per occurrence, protecting the City against all claims for personal injury, death, bodily injury or property damage arising out of the occupying, servicing or operation or the actions of the permittee or any agent of the permittee, including but not limited to any agent bin operator. The permittee will be responsible for any and all deductible amounts including any claim expenses incurred and policy premium payments. Such insurance shall include on an occurrence basis with respect to third party liability claims for bodily injury, property damage, and personal injury.
- maintain insurance, or cause insurance to be maintained, for the vehicles used in servicing, maintaining, and picking-up from the donation bin(s) permitted under said permit;
- d) maintain with the City, and provide to the City on request, an up-to-date list of the specific locations of all donation bin(s) owned and/or operated by the permittee, and, if applicable, owned and/or operated by the permittee's agent bin operator, on City lands;
- e) remove, or cause to be removed, all rubbish or other accumulated materials within five (5) metres of the **donation bin(s)** permitted under said **permit** in all directions, within twenty four (24) hours of the **City** or the public reporting such circumstances to the **permittee** or, if applicable, the **permittee's agent bin operator**; and
- f) upon request by the City, provide to the General Manager Engineering & Public Works an updated signed letter or statement containing the same information outlined in section 2.1.1(b)(ii).
- 2.2.6 A **permittee** must maintain, or cause to be maintained, the **donation bins** it owns, operates and/or receives the benefit from, in accordance with the following:
 - a) with regular maintenance and painting, in a good state of repair, in good working order and free of graffiti, to the satisfaction of the General Manager Engineering & Public Works;
 - b) in a clean and tidy condition, free of the overflow of items and litter from the **donation bins**, and free of items and litter left outside the **donation bins** within a five (5) metre radius of the **donation bins**, with all items and litter disposed of using the **permittee's** own resources and at the **permittee's** cost and expense; and

- c) the **permittee** will conduct, or will cause to be conducted, regular scheduled pick-up of donated items and emptying of the **donation bins**, using the **permittee's** own resources and at the **permittee's** cost and expense, and in accordance with the schedule displayed on the **donation bin** pursuant to 2.2.4(h) above. Such regular pick-up by the **permittee** or the **permittee's agent bin operator** will occur between 9 a.m. and 9 p.m.. Upon the request of the **City**, the **permittee** will conduct, or will cause to be conducted, additional pick-ups of donated items and emptying of the **donation bins**, using the **permittee's** own resources and at the **permittee's** cost and expense.
- 2.2.7 If the permittee fails to comply with sections 2.2.5(e) and/or 2.2.6(b), the City is authorized to complete any work not carried out by the permittee and the clean-up fee, as set out in the City's Consolidated Fees Bylaw No 8636, plus labour costs incurred by the City, will become immediately due and owning by the permittee. At the discretion of the General Manager Engineering & Public Works, the City may draw on the permittee's damage deposit to pay such fees and costs. Within thirty (30) days of receipt of written notification from the City of the draw from the damage deposit, the permittee shall provide the City with additional funds such that the permittee's damage deposit is returned to its previous amount.
- 2.2.8 In addition to the provisions of this bylaw, every **Permittee** must comply with all other **City** bylaws applicable to its business and operation.

2.3 Permit Revocation

- Any **permit** issued pursuant to the this bylaw may be revoked by the **City**'s **General Manager Engineering & Public Works**, without notice, if
 - a) the application submitted by the **permittee** pursuant to section 2.1.1(a)of this bylaw contains false or misleading information, and the **permittee** does not correct such information to the satisfaction of the **General Manager Engineering & Public Works**;
 - b) the **permittee's** certificate of insurance, provided to the **City** pursuant to section 2.1.1(iii)of this bylaw, is void or cancelled by the insurer and the **permittee** does not promptly provide proof of replacement insurance, to the satisfaction of the **City's** Risk Manager; or
 - the permittee is in contravention of or fails to comply with any of the provisions of this bylaw or the permit.
- 2.3.2 Any **permit** issued pursuant to this bylaw may be revoked by the **General Manager Engineering & Public Works** for any reason, without cause, by providing thirty (30) days prior written notice to the **permittee**.
- 2.3.3 For the purposes of this Section 2.3.2, written notice will be deemed to have been given four (4) days following mailing of the notice, if sent by ordinary prepaid mail,

to the **permittee's** address as set out in the application for the **permit** or the most recent address provided by the **permittee** to the **City**, and the next business day if sent via facsimile or e-mail.

2.4 Donation Bin Removal or Relocation

- 2.4.1 The General Manager Engineering & Public Works may order, at any time and without notice, the temporary or permanent removal or relocation of any donation bin, without compensation to the permittee or, if applicable, the permittee's agent bin operator, for the loss of use of a donation bin:
 - a) which or who the General Manager Engineering & Public Works considers creates a safety hazard;
 - b) due to a special event;
 - c) due to **City** work on utilities, streets, sidewalks, bus or transit stops or shelters, or any other structures or improvements, or any other construction;
 - d) which do not comply with any provisions of this bylaw or the **permit** applicable to the **permittee**; or
 - e) for any reason, without cause, at the discretion of the **General Manager Engineering & Public Works.**
- 2.4.2 The **permittee** will permanently remove, or cause to be removed, the **donation bin** subject to its **permit**, the **donation bin** contents, and any related installations, from a **donation bin location** and restore the portion of **City land** used by the **permittee** to its former condition, within twenty-four (24) hours, of:
 - a) the expiry of a **permit** applicable to the **donation bin location** if a new **permit** is not issued by the **City** to the **permittee** for the same **donation bin location**; or
 - b) revocation of a **permit** applicable to the **donation bin location**, in accordance with section 2.3.1 or 2.3.2 of this bylaw.
- 2.4.3 (a) Upon the adoption of this bylaw by the **City**, all **bin operators** not satisfying the requirements of Section 2.1.1 and not being a **permittee's agent bin operator**, will permanently remove their **donation bins** from **City land** and restore the portion of **City land** used to its former condition.
 - (b) If a **bin operator** refuses or fails to remove or relocate a **donation bin** pursuant section 2.4.3(a) of this bylaw, the **General Manager Engineering & Public Works** is authorized, without further notice to the **bin operator**, to remove the **donation bin**.

- 2.4.4 The **permittee** will restore the portion of **City land** used by the **permittee** to its former condition upon any removal or relocation of a **donation bin** ordered by the **General Manager Engineering & Public Works** pursuant to section 2.4.1 of this bylaw.
- 2.4.5 If a permittee or bin operator fails to comply with section 2.4.2, 2.4.3(a) or 2.4.4 of this bylaw, the City is authorized to complete any work not carried out by the permittee or bin operator and any fees in relation to such work, including but not limited to the removal fee, storage fee and/or disposal fee, as set out in the City's Consolidated Fees Bylaw No 8636 will become immediately due and owing by the permittee or bin operator, and any costs or expenses incurred by the City, in excess of the applicable fees, will become a debt immediately due and owing by the permittee or bin operator, as applicable. In the case of permittee's, the City may draw on the permittee's damage deposit to pay such fees, costs and expenses, at the discretion of the General Manager Engineering & Public Works. Within seven (7) days of such draw on the damage deposit by the City, the permittee shall provide the City with additional funds such that the permittee's damage deposit is returned to its previous amount.
- 2.4.6 If the permittee refuses or fails to remove or relocate a donation bin as directed by the General Manager Engineering & Public Works pursuant to section 2.4.1, or as set out in section 2.4.2 of this bylaw, the General Manager Engineering & Public Works is authorized, without further notice to the permittee or, if applicable, to the permittee's agent bin operator, to remove the donation bin.
- 2.4.7 **Donation bins** removed by the **City** pursuant to sections 2.4.6 or 2.4.3(b) of this bylaw will be stored by the **City** for thirty (30) days and may be picked up by the **permittee**, the **permittee**'s **agent bin operator**, or **bin operator**, as applicable, upon payment of the removal fee and the storage fee set-out in the *Consolidated Fees Bylaw No 8636*, plus recovery and labour costs incurred by the **City**.
- 2.4.8 Any donation bin, including its contents, removed by the City pursuant to sections 2.4.6 or 2.4.3(b) of this bylaw and left unclaimed by the permittee, the permittee's agent bin operator, or bin operator, as applicable, for a period in excess of thirty (30) days become the property of the City and may be disposed by the City, in its discretion, without compensation to the permittee, the permittee's agent bin operator, or bin operator, as applicable, and the removal fee, the storage fee, and the disposal fee set-out in the Consolidated Fees Bylaw No 8636, plus recovery and labour costs incurred by the City, will become immediately due and payable by the permittee or bin operator, as applicable.
- 2.4.9 Notwithstanding, sections 2.4.1 and 2.4.6, the **City** reserves right to temporarily remove and relocate **donation bins** if the **City** needs to do work in, on, under, over, or adjacent to the applicable **donation bin location**, without compensation to the **permittee** or, if applicable, the **permittee's agent bin operator**.

2.5 Damage Deposit

- 2.5.1 The General Manager Engineering & Public Works will, within sixty (60) days of the expiration, or earlier revocation or termination, of a permit, return to the permittee any unused portion of the permittee's damage deposit.
- 2.5.2 If, at the expiry of its existing **permit**, a **permittee** is applying for a new **permit**, the **permittee** may request that the unused portion of the existing **damage deposit** be applied against the required **damage deposit** for the new **permit**.

PART THREE: VIOLATIONS AND PENALTIES

- 3.1 (a) A violation of any of the provisions identified in this bylaw shall result in liability for penalties and late payment amounts established in Schedule A of the *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122*, as amended and replaced from time to time; and
 - (b) A violation of any of the provisions identified in this bylaw shall be subject to the procedures, restrictions, limits, obligations and rights established in the *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122*, as amended and replaced form time to time, in accordance with the *Local Government Bylaw Notice Enforcement Act, SBC 2003, c. 60*, as amended and replaced form time to time.
- 3.2 Any person who contravenes or violates any provision of this bylaw, or any **permit** issued under this bylaw, or who suffers or allows any act or thing to be done in contravention or violation of this bylaw, or any **permit** issued under this bylaw, or who fails or neglects to do anything required to be done under this bylaw, or any **permit** issued under this bylaw, commits an offence and upon conviction shall be liable to a fine of not more than Ten Thousand Dollars (\$10,000.00), in addition to the costs of the prosecution, and where the offence is a continuing one, each day that the offence is continued shall constitute a separate offence.

PART FOUR: INTERPRETATION

4.1 In this bylaw, the following words have the following meanings:

AGENT BIN OPERATOR

means a bin operator who owns the donation bins operated by an applicant or permittee, who operates donation bins in the name of and for the benefit of an applicant or permittee where such donation bins are owned by the applicant or permittee, or who owns and operates donation bins in the name of and for the benefit of an applicant or permittee.

APPLICANT

means a person applying for a **permit** to place a **donation bin** on **City land** pursuant to this bylaw.

BIN OPERATOR

means the person, **charity**, corporation, trust, or partnership or organization that owns and/or operates a **donation bin**.

CITY

means the City of Richmond.

CITY LAND

means land for which the **City** is the registered owner in fee simple or leasehold, and all roads, highways, lanes, sidewalks, boulevards or other public rights-of-way held by and/or registered in favour of the **City**, including, but not limited to, all statutory rights-of-way over privately owned land for the purposes of vehicular or pedestrian purposes.

CHARITY

means a registered charity, as defined in subsection 248(1) of the *Income Tax Act*, R.S.C 1985 (5th Supp) or successor legislation, that has been issued a charitable registration number by the Canadian Revenue Agency, or successor agency.

COUNCIL

means the Council of the City.

DAMAGE DEPOSIT

means security paid by an **applicant** to the **City**, in the form of a cash deposit, an irrevocable letter of credit, or a certified cheque payable to the **City**.

DONATION BIN

means any receptacle used for the purpose of collecting clothing and other small reusable item donations from the public.

DONATION BIN LOCATION

means the precise location on City land where that donation bins may be placed, as designated by the General Manager Engineering & Public Works.

GENERAL MANAGER ENGINEERING & PUBLIC WORKS means the person appointed by **Council** to the position of General Manager of Engineering and Public Works or those positions or persons designated by **Council** to act under this bylaw in the place of the general manager.

IDENTIFICATION DECAL

means a decal, in the form required by the **City** from time to time, containing the following information in clear and legible writing:

- (a) the **permit** reference number and calendar year for which the **permit** is issued; and
- (b) the current contact name, address and telephone number for the **permittee** responsible for emptying and maintaining the **donation bin**.

PERMIT

means a permit issued by the **General Manger Engineering & Public Works** pursuant to section 2.1.2 of this bylaw.

PERMITTEE

means a person who has been issued a **permit**.

PART FIVE: SEVERABILITY AND BYLAW CITATION

- 5.1 If any part, section, sub-section, clause, or sub-clause of this bylaw is, for any reason, held to be invalid by the decision of a Court of competent jurisdiction, such decision does not affect the validity of the remaining portions of this bylaw.
- 5.2 This bylaw is cited as "Donation Bin Regulation Bylaw No. 9502."

PART SIX: FEES BYLAW

6.1 The Consolidated Fees Bylaw No. 8636, as may be amended from time to time, applies to this bylaw.

FIRST READING		CITY OF RICHMOND
SECOND READING	fo	APPROVED r content by originating dept.
THIRD READING		SKN
ADOPTED	l f	APPROVED for legality by Solicitor
MAYOR	CORPORATE OFFICER	



Bylaw 9513

CONSOLIDATED FEES BYLAW NO. 8636, AMENDMENT BYLAW NO. 9513

The Council of the City of Richmond enacts as follows:

- 1. The **Consolidated Fees Bylaw No. 8636**, as amended, is further amended by adding Schedule A attached to and forming part of this bylaw as a schedule to Consolidated Fees Bylaw No. 8636, in alphabetical order.
- 2. This Bylaw is cited as "Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9513", and is effective July 1, 2016.

FIRST READING		CITY OF RICHMOND
SECOND READING		APPROVED for content by originating dept.
THIRD READING		3 KN APPROVED
ADOPTED	·	for legality by Solicitor
MAYOR	CORPORATE OFFICER	

SCHEDULE - DONATION BIN REGULATION

Donation Bin Regulation Bylaw No. 9502

Section 2.1

Description	Fee
Annual Permit Fee	\$100.00 per donation bin
Damage Deposit Fee	\$1,000 per donation bin location to a maximum of \$3,000 per permittee

Donation Bin Regulation Bylaw No. 9502

Section 2.2.7

Description	Fee
Clean-up Fee	Actual Cost

Donation Bin Regulation Bylaw No. 9502

Section 2.4

Description	Fee
Bin Removal Fee	\$100 per donation bin
Bin Retrieval Fee	\$200 per donation bin
Storage Fee	\$15 per day per donation bin
Disposal Fee	\$80 per donation bin disposal



Bylaw 9514

Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 9514

The Council of the City of Richmond enacts as follows:

- 1. Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, as amended, is further amended at Part One Application by adding the following after section 1.1(n):
 - "(o) Donation Bin Regulation Bylaw No. 9502,"
- 2. Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, as amended, is further amended by adding to the end of the table in Schedule A of Bylaw No. 8122 the content of the table in Schedule A attached to and forming part of this bylaw.
- 3. This Bylaw is cited as "Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 9514" and is effective July 1, 2016.

FIRST READING		CITY OF RICHMOND
SECOND READING		APPROVED for content by originating Division
THIRD READING		JUN
ADOPTED		APPROVED for legality by Solicitor
		241
MAYOR	CORPORATE OFFICER	

SCHEDULE A to BYLAW NO. 9514

SCHEDULE A to BYLAW NO. 8122

Designated Bylaw Contraventions and Corresponding Penalties

A1	A2	A3	A4	A5	A6	A7	A8
Bylaw	Description of Contravention	Section	Compliance Agreement Available	Penalty	Early Payment Option	Late Payment Amount	Compliance Agreement Discount
	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
Donation Bin Regulation Bylaw No. 9502	Placing or maintaining a donation bin on City land without a permit	1.2.1	ON	\$ 475.00	\$ 450.00	\$ 500.00	n/a
	Placing a donation bin on a donation bin site outside the designated donation bin location	2.2.4(a)	° N	\$ 150.00	\$ 125.00	\$ 175.00	n/a
	Securing donation bin to unauthorized structure	2.2.4(b)	ON O	\$ 150.00	\$ 125.00	\$ 175.00	n/a
	Failure to display identification information regarding the permittee	2.2.4(c)	ON.	\$ 150.00	\$ 125.00	\$ 175.00	n/a
	Failure to display identification decal on donation bin	2.2.4(d)	o _N	\$ 150.00	\$ 125.00	\$ 175.00	n/a
	Failure to display a written or pictorial list of items that can be in the donation bin	2.2.4(e)	ON.	\$ 150.00	\$ 125.00	\$ 175.00	n/a
	Failure to display notice that all donation articles must fit into the donation bin, prohibiting any items to be left outside or around the donation bin on or near the donation bin site, and prohibiting the donation of items that may create a safety hazard	2.2.4(f)	o _N	\$ 150.00	\$ 125.00	\$ 175.00	n/a

A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Amount	A8 Compliance Agreement Discount
Donation Bin Regulation Bylaw No. 9502	Failure to display the telephone number for a manned 24-hour on-call line for use by the City and the public to report issues with the donation bin	2.2.4(g)	ON.	\$ 150.00	\$ 125.00	\$ 175.00	n/a
	Failure to cause telephone number displayed on donation bin to be manned 24-hour per day	2.2.4(g)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
To your and the second	Failure to display a donation pick up schedule for the donation bin	2.2.4(h)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
	Failure to display "No Dumping" signage on donation bin	2.2.4(i)	OZ.	\$ 150.00	\$ 125.00	\$ 175.00	n/a
	Failure to display a brief written message on donation bin identifying the permittee's charitable works benefiting the residents of the City	2.2.4(j)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
	Displaying third party advertising on donation bin	2.2.4(k)	ON	\$ 150.00	\$ 125.00	\$ 175.00	n/a
	Placing donation bin within traffic sightline	2.2.4(l) and (m)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
-	Placing donation bin so as to create a safety hazard or restrict accessibility	2.2.4(n)	OZ	\$ 150.00	\$ 125.00	\$ 175.00	n/a
	Exceeding permitted dimensions of donation bin	2.2.4 (0)	ON	\$ 150.00	\$ 125.00	\$ 175.00	n/a

A1	A2	A3	A4	A5	A6	A7	A8
Bylaw	Description of Contravention	Section	Compliance Agreement Available	Penalty	Early Payment Option	Late Payment Amount	Compliance Agreement Discount
Donation Bin Regulation Bylaw No. 9502	Failure for donation bin to be professional in appearance and construction	2.2.4(p)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
	Failure to comply with term or condition of permit	2.2.4(q)	ON.	\$ 150.00	\$ 125.00	\$ 175.00	n/a
	Failure to maintain required commercial general liability insurance coverage	2.2.5(b)	ON.	\$ 150.00	\$ 125.00	\$ 175.00	n/a
	Failure to maintain insurance for the vehicles used in servicing, maintaining, and picking-up from the donation bin(s)	2.2.5(c)	°N	\$ 150.00	\$ 125.00	\$ 175.00	n/a
	Failure to provide the City with an up-to- date list of the specific locations of all donation bins	2.2.5(d)	O N	\$ 150.00	\$ 125.00	\$ 175.00	п/а
	Failure to remove rubbish and other materials within 5 m of donation bins within 24 hours	2.2.5(e)	O.V.	\$ 150.00	\$ 125.00	\$ 175.00	ח/ם.
	Failure to provide an updated charitable statement upon request	2.2.5(f)	No	\$ 150.00	\$ 125.00	\$ 175.00	п/а



Report to Committee

To:

Planning Committee

Date:

January 4, 2016

From:

Cathryn Volkering Carlile

General Manager, Community Services

File:

08-4057-01/2015-Vol

01

Re:

Housing Agreement Bylaw No. 9297 to Permit the City of Richmond to Secure

Affordable Housing Units located at 5580 No. 3 Road (Kebet Holdings Ltd.)

Staff Recommendation

That Housing Agreement (5580 No. 3 Road) Bylaw No. 9297 be introduced and given first, second and third readings to permit the City to enter into a Housing Agreement substantially in the form attached hereto, in accordance with the requirements of section 905 of the *Local Government Act*, to secure the Affordable Housing Units required by the Development Permit Application DP 14-660885.

Cathryn Volkering Carlile

General Manager, Community Services

leleaelil

(604-276-4068)

Att. 2

R	EPORT CONCURRE	ENCE
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Law Development Applications	区	felevelle
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: (APPROVED BY CAO

Staff Report

Origin

The purpose of this report is to recommend that Council adopt Housing Agreement Bylaw No. 9297 (Attachment 1) to secure 541 m² (5,819ft²) or nine (9) affordable housing units in the proposed development located at 5580 No. 3 Road (Attachment 2).

This report and bylaw 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 and bylaw 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.

This report and bylaw are also consistent with the Richmond Affordable Housing Strategy, adopted on May 28, 2007, which specifies the creation of affordable low end market rental units as a key housing priority for the City.

Rafii Architects Inc. and DYS Architecture have applied on behalf of Kebet Holdings Ltd., Inc. No. BC0712200 to the City of Richmond for permission to develop a mixed use tower, two-storey townhouse units above the proposed parking podium, and approximately 529 m² (5,703 ft²) of commercial space along the No. 3 Road frontage. The proposed development will introduce approximately 132 residential units, of which nine (9) units will be secured as affordable housing units in accordance with the City's Affordable Housing Strategy. The development is proposed at 5580 No. 3 Road on a site zoned "Downtown Commercial (CDT1)". There is no rezoning associated with this project, therefore a Public Hearing was not required.

The Development Permit was endorsed by the Development Permit Panel on January 13, 2016, subject to a Housing Agreement being registered on title to secure nine affordable housing units with maximum rental rates and tenant income as established by the City's Affordable Housing Strategy. The proposed Housing Agreement Bylaw for the subject development (Bylaw No. 9297) is presented as attached. It is recommended that the Bylaw be introduced and given first, second and third readings. Following adoption of the Bylaw, the City will be able to execute the Housing Agreement and arrange for notice of the agreement to be filed in the Land Title Office.

Analysis

The subject development application involves a development consisting of approximately 132 residential units, including nine (9) affordable rental housing units. The affordable housing units are anticipated to deliver as follows:

Unit Type	Number of Units	Maximum Monthly Rent	Total Household Annual Income
Bachelor	2	\$850	\$34,000 or less
1 bedroom	4	\$950	\$38,000 or less
2 bedroom	3	\$1,162	\$46,500 or less
	9 units		

The Housing Agreement restricts the annual household incomes for eligible occupants and specifies that the units must be made available at low end market rent rates in perpetuity. The Agreement includes provisions for annual adjustment of the maximum annual housing incomes and rental rates in accordance with City requirements. The Agreement also specifies that occupants of the affordable housing units shall enjoy full and unlimited access to and use of all on-site indoor and outdoor amenity spaces. The applicant has agreed to the terms and conditions of the attached Housing Agreement, and to register notice of the Housing Agreement on title to secure the nine affordable rental housing units.

Financial Impact

None.

Conclusion

In accordance with the *Local Government Act* (Section 905), adoption of Bylaw No. 9297 is required to permit the City to enter into a Housing Agreement which together with the housing covenant will act to secure nine (9) affordable rental units that are proposed in association with Development Permit Application 14-660885.

Joyce Rautenberg

Affordable Housing Planner

(604-247-4916)

Att. 1: Bylaw No. 9297, Schedule A

Att. 2: Map of Subject Property



Bylaw 9297

Housing Agreement (5580 No. 3 Road) Bylaw No. 9297

The Council of the City of Richmond enacts as follows:

1. The Mayor and Corporate Officer for the City of Richmond are authorized to execute and deliver a housing agreement, substantially in the form set out in Schedule A to this Bylaw, with the owner of the lands legally described as:

PID: 004-885-473

Lot 62 Except: Part Subdivided By Plan 53415; Section 4 Block 4 North Range 6West New Westminster District Plan 40661

2. This Bylaw is cited as "Housing Agreement (5580 No. 3 Road) Bylaw No. 9297".

FIRST READING	CITY OF RICHMOND
SECOND READING	APPROVED for content by originating dept.
THIRD READING	APPROVED for legality
ADOPTED	by Solicitor
MAYOR	CORPORATE OFFICER

Schedule A

To Housing Agreement (5580 No. 3 Road) Bylaw No. 9297

HOUSING AGREEMENT BETWEEN THE CITY OF RICHMOND AND KEBET HOLDINGS LTD.

HOUSING AGREEMENT (Section 905 Local Government Act)

THIS AGREEMENT is dated for reference the day of, 2016.		
BETWEEN:		
	KEBET HOLDINGS LTD., (Inc. No. BC0712200), a company duly incorporated under the laws of the Province of British Columbia and having its office at 3030 Gilmore Diversion, Burnaby, British Columbia, V5G 3B4 (the "Owner" as more fully defined in section 1.1 of this Agreement)	
AND:		
	CITY OF RICHMOND, a municipal corporation pursuant to the <i>Local Government Act</i> and having its offices at 6911 No. 3 Road, Richmond, British Columbia, V6Y 2C1	

WHEREAS:

A. Section 905 of the *Local Government Act* permits the City to enter into and, by legal notation on title, note on title to lands, housing agreements which may include, without limitation, conditions in respect to the form of tenure of housing units, availability of housing units to classes of persons, administration of housing units and rent which may be charged for housing units;

(the "City" as more fully defined in section 1.1 of this Agreement)

- B. The Owner is the owner of the Lands (as hereinafter defined); and
- C. The Owner and the City wish to enter into this Agreement (as herein defined) to provide for affordable housing on the terms and conditions set out in this Agreement,

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In consideration of \$10.00 and other good and valuable consideration (the receipt and sufficiency of which is acknowledged by both parties), and in consideration of the promises exchanged below, the Owner and the City covenant and agree as follows:

ARTICLE 1 DEFINITIONS AND INTERPRETATION

- 1.1 In this Agreement the following words have the following meanings:
 - (a) "Affordable Housing Unit" means a Dwelling Unit or Dwelling Units designated as such in accordance with a building permit and/or development permit issued by the City and/or, if applicable, in accordance with any rezoning consideration applicable to the development on the Lands and includes, without limiting the generality of the foregoing, the Dwelling Unit charged by this Agreement;
 - (b) "Agreement" means this agreement together with all schedules, attachments and priority agreements attached hereto;
 - (c) "City" means the City of Richmond;
 - (d) "City Personnel" means the City's elected officials, officers, employees, agents, and each of their heirs, executors, administrators, personal representatives, successors and assigns;
 - (e) "CPI" means the All-Items Consumer Price Index for Vancouver, B.C. published from time to time by Statistics Canada, or its successor in function;
 - (f) "Daily Amount" means \$100.00 per day as of January 1, 2009 adjusted annually thereafter by adding thereto an amount calculated by multiplying \$100.00 by the percentage change in the CPI since January 1, 2009, to January 1 of the year that a written notice is delivered to the Owner by the City pursuant to section 6.1 of this Agreement. In the absence of obvious error or mistake, any calculation by the City of the Daily Amount in any particular year shall be final and conclusive;
 - (g) "Dwelling Unit" means a residential dwelling unit or units located or to be located on the Lands whether those dwelling units are lots, strata lots or parcels, or parts or portions thereof, and includes single family detached dwellings, duplexes, townhouses, auxiliary residential dwelling units, rental apartments and strata lots in a building strata plan and includes, where the context permits, an Affordable Housing Unit;
 - (h) "Eligible Tenant" means a Family having a cumulative annual income of:
 - (i) in respect to a bachelor unit, \$34,000 or less;
 - (ii) in respect to a one bedroom unit, \$38,000 or less;

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- (iii) in respect to a two bedroom unit, \$46,500 or less; or
- (iv) in respect to a three or more bedroom unit, \$57,500 or less

provided that, commencing July 1, 2013, the annual incomes set-out above shall, in each year thereafter, be adjusted, plus or minus, by adding or subtracting therefrom, as the case may be, an amount calculated that is equal to the Core Need Income Threshold data and/or other applicable data produced by Canada Mortgage Housing Corporation in the years when such data is released. In the absence of obvious error or mistake, any calculation by the City of an Eligible Tenant's permitted income in any particular year shall be final and conclusive;

(1) rammy means	(i)	"Family"	means	::
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- (i) a person;
- (ii) two or more persons related by blood, marriage or adoption; or
- (iii) a group of not more than 6 persons who are not related by blood, marriage or adoption
- (j) "Housing Covenant" means the agreements, covenants and charges granted by the Owner to the City (which includes covenants pursuant to section 219 of the Land Title Act) charging the Lands registered on ____ day of _______, 20__, under number ______, as it may be amended or replaced from time to time;
- (k) "Interpretation Act" means the Interpretation Act, R.S.B.C. 1996, Chapter 238, together with all amendments thereto and replacements thereof;
- (l) "Land Title Act" means the Land Title Act, R.S.B.C. 1996, Chapter 250, together with all amendments thereto and replacements thereof;
- (m) "Lands" means the following lands and premises situate in the City of Richmond and, including a building or a portion of a building, into which said land is Subdivided:

PID: 004-885-473

Lot 62 Except: Part Subdivided by Plan 53415; Section 4 Block 4 North Range 6 West NWD Plan 40661;

(n) "Local Government Act" means the Local Government Act, R.S.B.C. 1996, Chapter 323, together with all amendments thereto and replacements thereof;

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- (o) "LTO" means the New Westminster Land Title Office or its successor;
- (p) "Owner" means the party described on page 1 of this Agreement as the Owner and any subsequent owner of the Lands or of any part into which the Lands are Subdivided, and includes any person who is a registered owner in fee simple of an Affordable Housing Unit from time to time;
- (q) "Permitted Rent" means no greater than:
 - (i) \$850.00 a month for a bachelor unit;
 - (ii) \$950.00 a month for a one bedroom unit;
 - (iii) \$1,162.00 a month for a two bedroom unit; and
 - (iv) \$1,437.00 a month for a three (or more) bedroom unit,

provided that, commencing July 1, 2013, the rents set-out above shall, in each year thereafter, be adjusted, plus or minus, by adding or subtracting therefrom, as the case may be, an amount calculated that is equal to the Core Need Income Threshold data and/or other applicable data produced by Canada Mortgage Housing Corporation in the years when such data is released. In the event that, in applying the values set-out above, the rental increase is at any time greater than the rental increase permitted by the *Residential Tenancy Act*, then the increase will be reduced to the maximum amount permitted by the *Residential Tenancy Act*. In the absence of obvious error or mistake, any calculation by the City of the Permitted Rent in any particular year shall be final and conclusive;

- (r) "Real Estate Development Marketing Act" means the Real Estate Development Marketing Act, S.B.C. 2004, Chapter 41, together with all amendments thereto and replacements thereof;
- (s) "Residential Tenancy Act" means the Residential Tenancy Act, S.B.C. 2002, Chapter 78, together with all amendments thereto and replacements thereof;
- (t) "Strata Property Act" means the Strata Property Act S.B.C. 1998, Chapter 43, together with all amendments thereto and replacements thereof;
- (u) "Subdivide" means to divide, apportion, consolidate or subdivide the Lands, or the ownership or right to possession or occupation of the Lands into two or more lots, strata lots, parcels, parts, portions or shares, whether by plan, descriptive words or otherwise, under the Land Title Act, the Strata Property Act, or otherwise, and includes the creation, conversion, organization or development of "cooperative interests" or "shared interest in land" as defined in the Real Estate Development Marketing Act;

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- (v) "Tenancy Agreement" means a tenancy agreement, lease, license or other agreement granting rights to occupy an Affordable Housing Unit; and
- (w) "Tenant" means an occupant of an Affordable Housing Unit by way of a Tenancy Agreement.

1.2 In this Agreement:

- (a) reference to the singular includes a reference to the plural, and *vice versa*, unless the context requires otherwise;
- (b) article and section headings have been inserted for ease of reference only and are not to be used in interpreting this Agreement;
- (c) if a word or expression is defined in this Agreement, other parts of speech and grammatical forms of the same word or expression have corresponding meanings;
- (d) reference to any enactment includes any regulations, orders or directives made under the authority of that enactment;
- (e) reference to any enactment is a reference to that enactment as consolidated, revised, amended, re-enacted or replaced, unless otherwise expressly provided;
- (f) the provisions of section 25 of the *Interpretation Act* with respect to the calculation of time apply;
- (g) time is of the essence;
- (h) all provisions are to be interpreted as always speaking;
- (i) reference to a "party" is a reference to a party to this Agreement and to that party's respective successors, assigns, trustees, administrators and receivers. Wherever the context so requires, reference to a "party" also includes an Eligible Tenant, agent, officer and invitee of the party;
- (j) reference to a "day", "month", "quarter" or "year" is a reference to a calendar day, calendar month, calendar quarter or calendar year, as the case may be, unless otherwise expressly provided; and
- (k) where the word "including" is followed by a list, the contents of the list are not intended to circumscribe the generality of the expression preceding the word "including".

ARTICLE 2 USE AND OCCUPANCY OF AFFORDABLE HOUSING UNITS

2.1 The Owner agrees that each Affordable Housing Unit may only be used as a permanent residence occupied by one Eligible Tenant. An Affordable Housing Unit must not be

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- occupied by the Owner, the Owner's family members (unless the Owner's family members qualify as Eligible Tenants), or any tenant or guest of the Owner, other than an Eligible Tenant.
- 2.2 Within 30 days after receiving notice from the City, the Owner must, in respect of each Affordable Housing Unit, provide to the City a statutory declaration, substantially in the form (with, in the City Solicitor's discretion, such further amendments or additions as deemed necessary) attached as Appendix A, sworn by the Owner, containing all of the information required to complete the statutory declaration. The City may request such statutory declaration in respect to each Affordable Housing Unit no more than once in any calendar year; provided, however, notwithstanding that the Owner may have already provided such statutory declaration in the particular calendar year, the City may request and the Owner shall provide to the City such further statutory declarations as requested by the City in respect to an Affordable Housing Unit if, in the City's absolute determination, the City believes that the Owner is in breach of any of its obligations under this Agreement.
- 2.3 The Owner hereby irrevocably authorizes the City to make such inquiries as it considers necessary in order to confirm that the Owner is complying with this Agreement.

ARTICLE 3 DISPOSITION AND ACQUISITION OF AFFORDABLE HOUSING UNITS

- 3.1 The Owner will not permit an Affordable Housing Unit Tenancy Agreement to be subleased or assigned.
- 3.2 If this Housing Agreement encumbers more than one Affordable Housing Unit, then the Owner may not, without the prior written consent of the City Solicitor, sell or transfer less than five (5) Affordable Housing Units in a single or related series of transactions with the result that when the purchaser or transferee of the Affordable Housing Units becomes the owner, the purchaser or transferee will be the legal and beneficial owner of not less than five (5) Affordable Housing Units.
- 3.3 The Owner must not rent, lease, license or otherwise permit occupancy of any Affordable Housing Unit except to an Eligible Tenant and except in accordance with the following additional conditions:
 - (a) the Affordable Housing Unit will be used or occupied only pursuant to a Tenancy Agreement;
 - (b) the monthly rent payable for the Affordable Housing Unit will not exceed the Permitted Rent applicable to that class of Affordable Housing Unit;
 - (c) the Owner will not require the Tenant or any permitted occupant to pay any strata fees, strata property contingency reserve fees or any extra charges or fees for use of any common property, limited common property, or other common areas, facilities or amenities, or for sanitary sewer, storm sewer, water, other utilities, property or similar tax; provided, however, if the Affordable Housing Unit is a

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strata unit and the following costs are not part of strata or similar fees, an Owner may charge the Tenant the Owner's cost, if any, of providing cablevision, telephone, other telecommunications, gas, or electricity fees, charges or rates;

- (d) the Owner will attach a copy of this Agreement to every Tenancy Agreement;
- (e) the Owner will include in the Tenancy Agreement a clause requiring the Tenant and each permitted occupant of the Affordable Housing Unit to comply with this Agreement;
- (f) the Owner will include in the Tenancy Agreement a clause entitling the Owner to terminate the Tenancy Agreement if:
 - (i) an Affordable Housing Unit is occupied by a person or persons other than an Eligible Tenant;
 - (ii) the annual income of an Eligible Tenant rises above the applicable maximum amount specified in section 1.1(g) of this Agreement;
 - (iii) the Affordable Housing Unit is occupied by more than the number of people the City's building inspector determines can reside in the Affordable Housing Unit given the number and size of bedrooms in the Affordable Housing Unit and in light of any relevant standards set by the City in any bylaws of the City;
 - (iv) the Affordable Housing Unit remains vacant for three consecutive months or longer, notwithstanding the timely payment of rent; and/or
 - (v) the Tenant subleases the Affordable Housing Unit or assigns the Tenancy Agreement in whole or in part,

and in the case of each breach, the Owner hereby agrees with the City to forthwith provide to the Tenant a notice of termination. Except for section 3.3(f)(ii) of this Agreement [Termination of Tenancy Agreement if Annual Income of Tenant rises above amount prescribed in section 1.1(g) of this Agreement], the notice of termination shall provide that the termination of the tenancy shall be effective 30 days following the date of the notice of termination. In respect to section 3.3(f)(ii) of this Agreement, termination shall be effective on the day that is six (6) months following the date that the Owner provided the notice of termination to the Tenant;

- (g) the Tenancy Agreement will identify all occupants of the Affordable Housing Unit and will stipulate that anyone not identified in the Tenancy Agreement will be prohibited from residing at the Affordable Housing Unit for more than 30 consecutive days or more than 45 days total in any calendar year; and
- (h) the Owner will forthwith deliver a certified true copy of the Tenancy Agreement to the City upon demand.

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3.4 If the Owner has terminated the Tenancy Agreement, then the Owner shall use best efforts to cause the Tenant and all other persons that may be in occupation of the Affordable Housing Unit to vacate the Affordable Housing Unit on or before the effective date of termination.

ARTICLE 4 DEMOLITION OF AFFORDABLE HOUSING UNIT

- 4.1 The Owner will not demolish an Affordable Housing Unit unless:
 - (a) the Owner has obtained the written opinion of a professional engineer or architect who is at arm's length to the Owner that it is no longer reasonable or practical to repair or replace any structural component of the Affordable Housing Unit, and the Owner has delivered to the City a copy of the engineer's or architect's report; or
 - (b) the Affordable Housing Unit is damaged or destroyed, to the extent of 40% or more of its value above its foundations, as determined by the City in its sole discretion.

and, in each case, a demolition permit for the Affordable Housing Unit has been issued by the City and the Affordable Housing Unit has been demolished under that permit.

Following demolition, the Owner will use and occupy any replacement Dwelling Unit in compliance with this Agreement and the Housing Covenant both of which will apply to any replacement Dwelling Unit to the same extent and in the same manner as those agreements apply to the original Dwelling Unit, and the Dwelling Unit must be approved by the City as an Affordable Housing Unit in accordance with this Agreement.

ARTICLE 5 STRATA CORPORATION BYLAWS

- 5.1 This Agreement will be binding upon all strata corporations created upon the strata title Subdivision of the Lands or any Subdivided parcel of the Lands.
- 5.2 Any strata corporation bylaw which prevents, restricts or abridges the right to use the Affordable Housing Units as rental accommodation will have no force and effect.
- 5.3 No strata corporation shall pass any bylaws preventing, restricting or abridging the use of the Affordable Housing Units as rental accommodation.
- 5.4 No strata corporation shall pass any bylaw or approve any levies which would result in only the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit (and not include all the owners, tenants, or any other permitted occupants of all the strata lots in the applicable strata plan which are not Affordable Housing Units) paying any extra charges or fees for the use of any common property, limited common property or other common areas, facilities, or amenities of the strata corporation.

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5.5 The strata corporation shall not pass any bylaw or make any rule which would restrict the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit from using and enjoying any common property, limited common property or other common areas, facilities or amenities of the strata corporation except on the same basis that governs the use and enjoyment of any common property, limited common property or other common areas, facilities or amenities of the strata corporation by all the owners, tenants, or any other permitted occupants of all the strata lots in the applicable strata plan which are not Affordable Housing Units.

ARTICLE 6 DEFAULT AND REMEDIES

- 6.1 The Owner agrees that, in addition to any other remedies available to the City under this Agreement or the Housing Covenant or at law or in equity, if an Affordable Housing Unit is used or occupied in breach of this Agreement or rented at a rate in excess of the Permitted Rent or the Owner is otherwise in breach of any of its obligations under this Agreement or the Housing Covenant, the Owner will pay the Daily Amount to the City for every day that the breach continues after forty-five (45) days written notice from the City to the Owner stating the particulars of the breach. For greater certainty, the City is not entitled to give written notice with respect to any breach of the Agreement until any applicable cure period, if any, has expired. The Daily Amount is due and payable thirty (30) business days following receipt by the Owner of an invoice from the City for the same.
- 6.2 The Owner acknowledges and agrees that a default by the Owner of any of its promises, covenants, representations or warranties set-out in the Housing Covenant shall also constitute a default under this Agreement.

ARTICLE 7 MISCELLANEOUS

7.1 Housing Agreement

The Owner acknowledges and agrees that:

- (a) this Agreement includes a housing agreement entered into under section 905 of the Local Government Act;
- (b) where an Affordable Housing Unit is a separate legal parcel the City may file notice of this Agreement in the LTO against the title to the Affordable Housing Unit and, in the case of a strata corporation, may note this Agreement on the common property sheet; and
- (c) where the Lands have not yet been Subdivided to create the separate parcels to be charged by this Agreement, the City may file a notice of this Agreement in the LTO against the title to the Lands. If this Agreement is filed in the LTO as a notice under section 905 of the Local Government Act prior to the Lands having

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been Subdivided, and it is the intention that this Agreement is, once separate legal parcels are created and/or the Lands are subdivided, to charge and secure only the legal parcels or Subdivided Lands which contain the Affordable Housing Units, then the City Solicitor shall be entitled, without further City Council approval, authorization or bylaw, to partially discharge this Agreement accordingly. The Owner acknowledges and agrees that notwithstanding a partial discharge of this Agreement, this Agreement shall be and remain in full force and effect and, but for the partial discharge, otherwise unamended. Further, the Owner acknowledges and agrees that in the event that the Affordable Housing Unit is in a strata corporation, this Agreement shall remain noted on the strata corporation's common property sheet.

7.2 Modification

Subject to section 7.1 of this Agreement, this Agreement may be modified or amended from time to time, by consent of the Owner and a bylaw duly passed by the Council of the City and thereafter if it is signed by the City and the Owner.

7.3 Management

The Owner covenants and agrees that it will furnish good and efficient management of the Affordable Housing Units and will permit representatives of the City to inspect the Affordable Housing Units at any reasonable time, subject to the notice provisions in the Residential Tenancy Act. The Owner further covenants and agrees that it will maintain the Affordable Housing Units in a good state of repair and fit for habitation and will comply with all laws, including health and safety standards applicable to the Lands. Notwithstanding the foregoing, the Owner acknowledges and agrees that the City, in its absolute discretion, may require the Owner, at the Owner's expense, to hire a person or company with the skill and expertise to manage the Affordable Housing Units.

7.4 Indemnity

Except to the extent that any liability under this section arises from the negligence and/or willful misconduct of the City and/or City Personnel, the Owner will indemnify and save harmless the City and City Personnel from and against all claims, demands, actions, loss, damage, costs and liabilities, which all or any of them will or may be liable for or suffer or incur or be put to by reason of or arising out of:

- any negligent act or omission of the Owner, or its officers, directors, agents, contractors or other persons for whom at law the Owner is responsible relating to this Agreement;
- (b) the construction, maintenance, repair, ownership, lease, license, operation, management or financing of the Lands or any Affordable Housing Unit or the enforcement of any Tenancy Agreement; and/or
- (c) without limitation, any legal or equitable wrong on the part of the Owner or any breach of this Agreement by the Owner.

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7.5 Release

Except to the extent that any liability under this section arises from the negligence and/or willful misconduct of the City and/or City Personnel, the Owner hereby releases and forever discharges the City and City Personnel from and against all claims, demands, damages, actions, or causes of action by reason of or arising out of or which would or could not occur but for the:

- (a) construction, maintenance, repair, ownership, lease, license, operation or management of the Lands or any Affordable Housing Unit under this Agreement; and/or
- (b) the exercise by the City of any of its rights under this Agreement or an enactment.

7.6 Survival

The obligations of the Owner set out in this Agreement will survive termination or discharge of this Agreement.

7.7 Priority

The Owner will do everything necessary, at the Owner's expense, to ensure that this Agreement, if required by the City Solicitor, will be noted against title to the Lands in priority to all financial charges and encumbrances which may have been registered or are pending registration against title to the Lands save and except those specifically approved in advance in writing by the City Solicitor or in favour of the City, and that a notice under section 905(5) of the *Local Government Act* will be filed on the title to the Lands.

7.8 City's Powers Unaffected

This Agreement does not:

- (a) affect or limit the discretion, rights, duties or powers of the City under any enactment or at common law, including in relation to the use or subdivision of the Lands;
- (b) impose on the City any legal duty or obligation, including any duty of care or contractual or other legal duty or obligation, to enforce this Agreement;
- (c) affect or limit any enactment relating to the use or subdivision of the Lands; or
- (d) relieve the Owner from complying with any enactment, including in relation to the use or subdivision of the Lands.

7.9 Agreement for Benefit of City Only

The Owner and the City agree that:

(a) this Agreement is entered into only for the benefit of the City;

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- (b) this Agreement is not intended to protect the interests of the Owner, any Tenant, or any future owner, lessee, occupier or user of the Lands or the building or any portion thereof, including any Affordable Housing Unit; and
- (c) the City may at any time execute a release and discharge of this Agreement, without liability to anyone for doing so, and without obtaining the consent of the Owner.

7.10 No Public Law Duty

Where the City is required or permitted by this Agreement to form an opinion, exercise a discretion, express satisfaction, make a determination or give its consent, the Owner agrees that the City is under no public law duty of fairness or natural justice in that regard and agrees that the City may do any of those things in the same manner as if it were a private party and not a public body.

7.11 Notice

Any notice required to be served or given to a party herein pursuant to this Agreement will be sufficiently served or given if delivered, to the postal address of the Owner set out in the records at the LTO, and in the case of the City addressed:

To:

Clerk, City of Richmond

6911 No. 3 Road

Richmond, BC V6Y 2C1

And to:

City Solicitor City of Richmond 6911 No. 3 Road

Richmond, BC V6Y 2C1

or to the most recent postal address provided in a written notice given by each of the parties to the other. Any notice which is delivered is to be considered to have been given on the first day after it is dispatched for delivery.

7.12 Enuring Effect

This Agreement will extend to and be binding upon and enure to the benefit of the parties hereto and their respective successors and permitted assigns.

7.13 Severability

If any provision of this Agreement is found to be invalid or unenforceable, such provision or any part thereof will be severed from this Agreement and the resultant remainder of this Agreement will remain in full force and effect.

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7.14 Waiver

All remedies of the City will be cumulative and may be exercised by the City in any order or concurrently in case of any breach and each remedy may be exercised any number of times with respect to each breach. Waiver of or delay in the City exercising any or all remedies will not prevent the later exercise of any remedy for the same breach or any similar or different breach.

7.15 Sole Agreement

This Agreement, and any documents signed by the Owners contemplated by this Agreement (including, without limitation, the Housing Covenant), represent the whole agreement between the City and the Owner respecting the use and occupation of the Affordable Housing Units, and there are no warranties, representations, conditions or collateral agreements made by the City except as set forth in this Agreement. In the event of any conflict between this Agreement and the Housing Covenant, this Agreement shall, to the extent necessary to resolve such conflict, prevail.

7.16 Further Assurance

Upon request by the City the Owner will forthwith do such acts and execute such documents as may be reasonably necessary in the opinion of the City to give effect to this Agreement.

7.17 Covenant Runs with the Lands

This Agreement burdens and runs with the Lands and every parcel into which it is Subdivided in perpetuity. All of the covenants and agreements contained in this Agreement are made by the Owner for itself, its personal administrators, successors and assigns, and all persons who after the date of this Agreement, acquire an interest in the Lands.

7.18 Equitable Remedies

The Owner acknowledges and agrees that damages would be an inadequate remedy for the City for any breach of this Agreement and that the public interest strongly favours specific performance, injunctive relief (mandatory or otherwise), or other equitable relief, as the only adequate remedy for a default under this Agreement.

7.19 No Joint Venture

Nothing in this Agreement will constitute the Owner as the agent, joint venturer, or partner of the City or give the Owner any authority to bind the City in any way.

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7.20 Applicable Law

Unless the context otherwise requires, the laws of British Columbia (including, without limitation, the *Residential Tenancy Act*) will apply to this Agreement and all statutes referred to herein are enactments of the Province of British Columbia.

7.21 Deed and Contract

By executing and delivering this Agreement the Owner intends to create both a contract and a deed executed and delivered under seal.

7.22 Joint and Several

If the Owner is comprised of more than one person, firm or body corporate, then the covenants, agreements and obligations of the Owner shall be joint and several.

7.23 Limitation on Owner's Obligations

The Owner is only liable for breaches of this Agreement that occur while the Owner is the registered owner of the Lands provided however that notwithstanding that the Owner is no longer the registered owner of the Lands, the Owner will remain liable for breaches of this Agreement that occurred while the Owner was the registered owner of the Lands.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above written.

KEBET HOLDINGS LTD.,

by its authorized signatory(ies):

Per:		
	Name: Ryan K. Beedle	
Per:	Name	

-	CITY OF
	RICHMOND
	APPROVED
1	for content by
1	originating
-	dept.
-	§
1	
1	APPROVED
-	for legality
	by Solicitor
	-
	DATE OF
	COUNCIL
	APPROVAL
i	:

_	OF RICHMOND athorized signatory(ies):	
Per:	Malcolm D. Brodie, Mayor	
Per:	David Weber, Corporate Officer	

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Appendix A to Housing Agreement

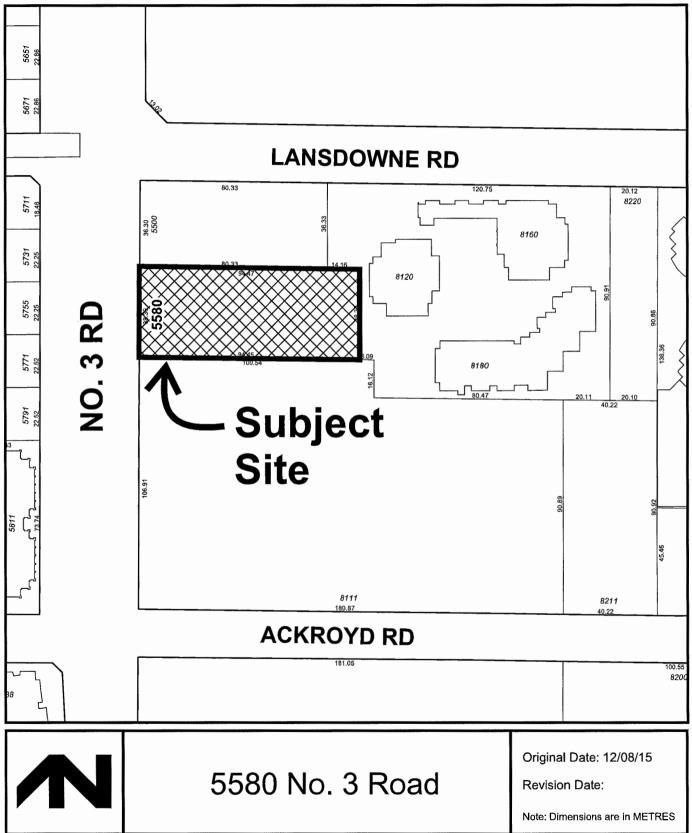
STATUTORY DECLARATION

	NADA IN THE MATTER OF A HOUSING AGREEMENT WITH OVINCE OF BRITISH COLUMBIA THE CITY OF RICHMOND ("Housing Agreement")			
TO W				
I, solem	nly decl	lare that:		British Columbia, do
1.	I am ti "Affor knowl	he owner or authorized signatory or rdable Housing Unit"), and make ledge.	f the ow this de	ner of (the eclaration to the best of my personal
2.		declaration is made pursuant to the ling Unit.	Housing	Agreement in respect of the Affordable
3.	Housi			to the the Eligible Tenants (as defined in the addresses and whose employer's names
	[Name	es, addresses and phone numbers of I	Eligible T	Tenants and their employer(s)]
4.	The re	ent charged each month for the Affo	ordable H	lousing Unit is as follows:
	(a)	the monthly rent on the date 365 of \$ per month;	days befo	ore this date of this statutory declaration:
	(b)	the rent on the date of this statutory	declarat	ion: \$; and
	(c)	the proposed or actual rent that wi date of this statutory declaration: \$2		vable on the date that is 90 days after the
5.	Agree: Office	ment, and other charges in favour e against the land on which the Affo	of the Cordable H	Owner's obligations under the Housing ity noted or registered in the Land Title lousing Unit is situated and confirm that ions under the Housing Agreement.

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· · · · · · · · · · · · · · · · · · ·	entiously believing it to be true and knowing that it if made under oath and pursuant to the Canada
DECLARED BEFORE ME at the City of)
, in the Province of British)
Columbia, this day of)
, 20,)
)
WWW.) DECLARANT
A Commissioner for Taking Affidavits in the)
Province of British Columbia	







Report to Committee

To:

Planning Committee

Date:

January 4, 2016

From:

Cathryn Volkering Carlile

File:

08-4057-05/2015-Vol

Re:

Richmond Response: Metro Vancouver Regional Affordable Housing Strategy

General Manager, Community Services

Update

Staff Recommendation

That:

- 1. The staff report titled "Richmond Response: Metro Vancouver Regional Affordable Housing Strategy Update" dated January 4, 2016, from the General Manager, Community Services, be received for information; and
- 2. That City Council forward the following recommendations to Metro Vancouver with respect to the Regional Affordable Housing Strategy update:
 - a. Metro Vancouver continue to advocate to both the federal and provincial government to increase their role, presence and funding of existing and new affordable housing initiatives:
 - b. Metro Vancouver request both the provincial and federal governments to assist in annually collecting and distributing reliable data regarding Metro Vancouver regional and individual municipal housing demand and supply;
 - Metro Vancouver amend the threshold of affordability for homeownership to 32% of a household's gross family income in order to consistently apply the benchmark of homeownership affordability that the housing industry does;
 - The City of Richmond supports Metro Vancouver's initiatives to have member municipalities create policies that encourage the supply of rental housing including new purpose built rental housing;
 - That Metro Vancouver Regional Planning Advisory Committee be directed to create a policy to encourage all affected parties (e.g., senior governments, Metro Vancouver Housing Commission, municipalities, private owners and developers) to support the renewal of expiring non- profit and cooperative housing agreements, the proposed policy be circulated for endorsement by all Metro Vancouver member municipalities and once the policy is endorsed, Metro Vancouver request all parties to follow it including the federal and provincial governments;
 - That Metro Vancouver Housing Commission (MVHC) be directed to create a tenancy management policy package by May 1 2016 outlining MVHC's services and fees for the management of affordable housing units which are secured through inclusionary housing policies and distribute it to developers/owners so that they can consider the option having the MVHC manage or assist in managing such affordable housing units; and

g. To best protect those who may be at risk of homelessness, Metro Vancouver request the provincial government to review and increase, the shelter component of income assistance on an annual basis to reflect the high cost of living in the region.

Cathryn Volkering Carlile,

General Manager, Community Services

leleael.

Att. 2

R	EPORT CONCURRE	ENCE
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Policy Planning Intergovernmental Relations Transportation		lelearl. 6
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:	APPROVED BY CAO

Staff Report

Origin

The purpose of this report is to provide Council with staff's comments with respect to Metro Vancouver's draft 2015 Regional Affordable Housing Strategy (RAHS) update (Attachment 1).

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.

2.2. Effective social service networks.

This report 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.

3.4. Diversity of housing stock.

Background

Metro Vancouver's RAHS, first adopted in 2007, has been updated and is intended to provide leadership on regional housing needs from 2016-2026 while also supporting the community goals identified in *Metro 2040*, the Regional Growth Strategy adopted in 2011. Specific to regional housing, Richmond City Council participate on the Greater Vancouver Regional District Housing Committee and staff participate on both the Regional Planning Advisory Committee (RPAC) and the RPAC Housing Sub-Committee.

At its October 9, 2015 regular meeting, the Greater Vancouver Regional District Board of Directors adopted the following resolution:

That the GVRD Board approve the release of the Draft Regional Affordable Housing Strategy attached to the report dated August 18, 2015 titled "Draft Regional Affordable Housing Strategy", distribute the draft Strategy to member municipalities for review and comment, and direct staff to initiate stakeholder consultation on the Strategy.

The most recent stakeholder consultation with respect to the RAHS occurred in November 2015, comments from member municipalities specific to the RAHS draft will be accepted up to January 29, 2016.

Regional Affordable Housing Strategy Process

Metro Vancouver staff began working with member municipalities through RPAC and the RPAC housing sub-committee in late 2013, this process was broken out into two main phases:

Phase 1 Issues and Options

This phase involved: setting the scope of the update and developing a workplan; articulating the principles underlying the update; and examining current and evolving regional and local housing challenges and opportunities. Metro Vancouver then distributed a discussion paper in March 2014, which summarized the challenges, opportunities and proposed goals and directions, subsequently they also held a series of stakeholder engagement sessions.

Phase 2 Developing the Strategy

This phase consisted of: developing the draft strategy with RPAC and the RPAC housing subcommittee; further stakeholder engagement; and now distribution of the final draft strategy for comment from the member municipalities.

Staff participated in workshops in both phases of the process. In addition to the internal and external stakeholder engagement, Metro Vancouver also held a roundtable of housing and transportation experts who were asked to provide advice on the challenge of achieving housing affordable to a mix of income levels in transit oriented locations.

Analysis

A staff team from Community Social Development, Policy Planning and Transportation have reviewed the updated RAHS from an affordable housing, land use planning and transportation perspective.

The RAHS focuses on the housing needs of low and low to moderate income households. In terms of classification Metro Vancouver deems that: low income households are those who are earning 50% or less of the regional median household income (RMHI) (2011:\$63,000) or below \$30,000; and low to moderate income households earn between 50-80% of the RMHI or \$30,000-\$50,000 per annum.

The RAHS recognizes that an effective regional and municipal affordable and diverse housing supply is essential to meet the housing needs of a growing population. The best way to achieve this objective is for those involved in providing affordable and market rental housing to continue to assist in providing and increase the range of choices across the housing continuum by ensuring housing diversity and a healthy housing mix is available to support residents and a local workforce, each an essential component to an economically competitive and socially thriving region.

It is to be noted that when people are constantly looking for adequate, secure and affordable housing, they are not their most productive, as their energies are necessarily spent looking for housing, instead of working, or possibly completing their education so that they can work and

provide for their families. Once their housing needs are met, they are able to get on with their lives and raise their families.

A summary of the updated Strategy's goals and objectives, and staff comments are listed below.

Goal 1: Expand the supply and diversity of housing to meet a variety of needs

Strategy 1.1	Diversify the housing supply in terms of unit and lot size, number of bedrooms,	
	built form and tenure	
Strategy 1.2	Address community opposition to new residential development	
Strategy 1.3	Plan for the special housing needs of specific populations	
Strategy 1.4	Enhance understanding of the housing market to improve housing policy	

Staff Comments

The purpose of this goal is to encourage the market to produce a wider variety of housing forms and tenures (rental/homeownership) at a variety of price points.

Staff recommend that the City continue to support: (1) the expansion and diversification of City and regional market and affordable housing stock in order to meet a variety of community housing needs and (2) Metro Vancouver requesting both the provincial and federal governments to assist in increasing the supply and diversity of housing, and annually assist in collecting and distributing reliable data regarding Metro Vancouver regional and individual municipal housing demand and supply.

Consistent with the RAHS recommendations, through 2016 the City of Richmond will be proceeding with an update to its Affordable Housing Strategy (AHS) and the creation of a Housing Action Plan (HAP) as required by *Metro 2040*.

Specific to housing tenure, the RAHS takes an all-inclusive approach when it comes to defining affordability. Housing affordability is deemed to be when monthly housing costs do not exceed 30% of a household's gross income, regardless of whether the tenure is rental or homeownership. The challenge with this position is that the criteria that the RAHS takes into consideration to determine monthly housing costs (rent or mortgage payments including property tax, strata fees, and heating costs) is the same criteria that lenders use to calculate an applicant's gross debt service (GDS) threshold when applying for a mortgage, yet that threshold is 32% of an applicant's gross household income. Although having an all-inclusive standard of affordability for both rental and homeownership simplifies matters, its application is not consistent with industry best practices.

Recommendation 1: Metro Vancouver continue to advocate to both the federal and provincial government to increase their role, presence and funding of existing and new affordable housing initiatives.

Recommendation 2: Metro Vancouver request both the provincial and federal governments to assist in annually collecting and distributing reliable data regarding Metro Vancouver regional and individual municipal housing demand and supply.

Recommendation 3: Metro Vancouver amends the threshold of affordability for homeownership to 32% of a household's gross family income in order to consistently apply the benchmark of homeownership affordability that the housing industry does.

Goal 2:Preserve and expand the rental housing supply

Strategy 2.1	Expand the supply of rental housing, including new purpose built market rental
	housing
Strategy 2.2	Make retention and maintenance of existing purpose built market rental housing
	more attractive
Strategy 2.3	Ensure that tenant relocations are responsive to tenant needs

Staff Comments

The purpose of this goal is to ensure that the supply of purpose built rental units and secondary forms of rental housing such as accessory dwellings continue to grow within the region.

Staff advise that this goal is consistent with the joint Policy Planning and Affordable Housing initiative to prepare a new purpose built rental policy which is anticipated to be completed in 2016, and with the City of Richmond's current Official Community Plan (OCP) Policy 3.3.f requiring a "no net loss rental policy and encourage a 1:1 replacement if a conversion of existing rental housing units in multiple family and mixed use developments is approved, with the 1:1 replacement being secured as affordable housing by a housing agreement in appropriate circumstances" when existing rental supply is being redeveloped. In preparing this policy, Policy Planning and Transportation staff will address planning issues including parking, density, possible bonusing and incentives for secured rental in perpetuity, locational criteria, and application processing requirements. Affordable Housing staff will address what, if any, affordable housing requirements apply to market rental housing and how to address the redevelopment of existing rental housing sites/buildings.

The City of Richmond's current requirement that developers provide cash-in-lieu (CIL) of housing or low-end market rental (LEMR) units when density bonusing is proposed is consistent with the RAHS's recommendation that municipalities support the creation of new purpose built rental housing. Most recently, the City has also supported two significant developments (Kiwanis Towers, Storeys) with funding towards capital construction costs and to offset municipal permit and development cost charges associated with their development of new affordable rental housing.

Recommendation 4: The City of Richmond supports Metro Vancouver's initiatives to have member municipalities create policies that encourage the supply of rental housing including new purpose built rental housing.

Goal 3: Meet housing demand estimates for low to moderate income earners

Strategy 3.1	Facilitate new rental housing supply that is affordable for low to moderate
	income households
Strategy 3.2	Support non-profit and cooperative housing providers to continue to operate
	mixed income housing after operating agreements expire
Strategy 3.3	Facilitate non-profit and cooperative housing providers to create new mixed
	income housing through redevelopment or other means
Strategy 3.4	Advocate to provincial and federal governments for housing and income support
	programs to meet housing needs

Staff Comments

The purpose of this goal is to create strategies and actions to address the gap in the supply of low to moderate income housing. It recognizes that market housing can only be part of the solution and looks to build on the assets and resources of non-profits and cooperative housing providers to continue to provide and increase the supply of housing for low to moderate income households.

The City of Richmond's AHS is consistent with this goal as it currently ensures that either CIL for housing or LEMR units are provided by developers where density bonusing is applied for. This requirement ensures a new supply of affordable purpose built rental housing is available to low and low to moderate income households as is recommended by the RAHS.

The RAHS also makes reference to Metro Vancouver Housing Corporation (MVHC) considering the management of affordable housing units obtained by municipalities through inclusionary housing policies/initiatives. Staff recommend that the City support this initiative conceptually but notes that MVHC should create a tenancy management package outlining its services and fees for such that can be distributed to developers/owners so that they can consider this option.

The RAHS recommends municipalities work with non-profit and cooperative housing providers to address issues related to expiring operating agreements however said agreements are not held directly with municipalities therefore the amount of influence a single municipality would have in this regard is minimal. A stronger approach would be to create a policy statement to be circulated and endorsed by all Metro Vancouver member municipalities and then advocate collectively to the appropriate levels of government.

Recommendation 5: That Metro Vancouver Regional Planning Advisory Committee be directed to create a policy to encourage all affected parties (e.g., senior governments, Metro Vancouver Housing Commission, municipalities, private owners and developers) to support the renewal of expiring non- profit and cooperative housing agreements and that the proposed policy be circulated for endorsement by all Metro Vancouver member municipalities. Once the policy is endorsed, Metro Vancouver is to request all parties to follow it including the federal and provincial governments;

Recommendation 6: That Metro Vancouver Housing Commission (MVHC) be directed to create a tenancy management policy package by May 1 2016 outlining MVHC's services and fees for the management of affordable housing units which are secured through inclusionary housing policies and distribute it to developers/owners so that they can consider this option.

Goal 4:Increase the rental housing supply along the frequent transit network

Strategy 4.1	Expand awareness of the affordable housing and transit connection
Strategy 4.2	Plan for transit station areas, stop areas and corridors to include rental housing
	affordable for a range of income levels
Strategy 4.3	Implement incentives to encourage new purpose built rental housing near transit

Staff Comments

The purpose of this goal is to support residential development along the frequent transit network. It recognizes that although there are higher land costs and by extension higher development costs in these areas, their proximity to transit stops, corridors and new transit stations provide an opportunity to meet the transportation needs of renters and help keep their transportation costs down.

The OCP identifies the City's desired long-term transit network, which features a hierarchy of transit services including a Frequent Transit Network (FTN). This long-term transit network was developed in the absence of an update to TransLink's Richmond Area Transit Plan (completed in 2000), which was subject to repeated delays by TransLink. Since then, TransLink has initiated (in February 2015) the development of the Southwest Area Transport Plan (SWATP), which includes Richmond, South Delta and Tsawwassen First Nation. The FTN identified in the OCP will therefore serve as a strategic baseline for guiding the siting of future affordable housing developments. Further refinement and/or expansion of Richmond's FTN is expected upon the completion of the SWATP process which is currently anticipated to be near the end of 2016.

In addition, the OCP also seeks to enable a range of housing types (e.g. secondary suites, coach houses, granny flats, live-work, work-live, row housing) and affordable housing in City Centre High Density Urban Villages around the Canada Line Stations and Oval; as shopping centres densify and transition to Neighbourhood Centres; along certain arterial roads; and in many residential neighbourhoods (see Regional Context Statement – p. 15-15 of OCP).

The OCP does encourage a mix of housing types and tenures to support the diverse needs of the community¹ and this same policy objective carries through to the City's Area and Sub-Area plans in Hamilton, which encourages a mix of market and non-profit affordable housing for families and seniors², and the Broadmoor Neighbourhood Centre policy which provides for density bonusing when the affordable housing strategy requirements are met³. In addition to this,

¹ OCP policy 3.3 a- Encourage a mix of housing types and tenures to support diverse needs (e.g. income and abilities), lifestyles (ages and values) and preferences (e.g. housing for older residents, persons with disabilities, rental and ownership housing, new homeowners and empty nesters, young workers and families)

² Hamilton policy 3.2.1b - encourage a mix of market and non-profit affordable housing for families and seniors within all multi- family land use designations

³ OCP policy 3.6.2m - financing of community amenities, including affordable housing, is to be primarily by developers through density bonusing phased development agreements and other means

the West Cambie Area Plan innovatively requires that in the north west portion of the Alexandra quarter section when density bonusing is applied for the developer must provide: a minimum of 5% of Floor Area Ratio (FAR) in the form of built Affordable Housing; a minimum of 7.5 % of FAR in the form of purpose built, modest rent controlled rental units; and a minimum of 2.5 % of FAR in the form of built market rental units.

Most recently, the City has partnered with Kiwanis and Polygon by providing approximately 24.1 million dollars in funding to create 296 affordable seniors housing rental units, a further 19.8 million dollars in funding to a consortium of 5 non—profit organizations for the Storeys development will create an additional 129 units of affordable rental housing for individuals who are at risk of homelessness in 2017. Since 2007, through the Council approved Affordable Housing Strategy, the City has secured 311 Low End Market Rental (LEMR) units and 153 secondary suites and/or coach houses, through the development application process. In addition to this 411 market rental units have been secured through Housing Agreements (negotiated prior to the adoption of the 2007 Affordable Housing Strategy).

Goal 5:End homelessness in the region

Strategy 5.1	Expand housing options to meet the needs of homeless people in the region
Strategy 5.2	Promote measures that prevent at risk individuals from becoming homeless
Strategy 5.3	Advocate to the provincial and federal government for support to meet the
	housing and support needs of the homeless

Staff Comments

The purpose of this goal, recognizing that the primary responsibility for aiding the homeless rests with the federal and provincial governments, along with local health authorities, is to identify where and how municipalities can play a role and assist in providing facilities and services for homeless, including through housing and social policies.

The City of Richmond currently supports agencies who serve the needs of the homeless in the community (Richmond Homelessness Committee, Outreach Working Group, and various non-profit agencies). The City will also be creating a Housing Action Plan (HAP) in 2016 which will identify what actions will be taken and by whom to help facilitate partnerships to address homelessness. At present, the City of Richmond does provide grant funding to support an emergency weather shelter and an administrative support position for the Richmond Homelessness committee. Staff recognize the importance of the regional homeless count however are also encouraging local service providers to track and report more specific data on the needs of homeless individuals in Richmond (i.e. interactions with homeless individuals)

Staff strongly support continued advocacy efforts to provincial & federal governments to provide capital and/or operating funding for transitional and supportive housing for individuals who are homeless or who are at risk of homelessness.

Recommendation 7: To best protect those who may be at risk of homelessness, Metro Vancouver request the provincial government to review and increase, the shelter component of income assistance on an annual basis to reflect the high cost of living in the region.

Recommendations

The following options are presented for consideration:

• Option 1 (Recommended): Council support the adoption of the RAHS and provide Metro Vancouver with the following input:

That City Council forward the following recommendations to Metro Vancouver with respect to the Regional Affordable Housing Strategy update:

- Metro Vancouver continue to advocate to both the federal and provincial government to increase their role, presence and funding of existing and new affordable housing initiatives.
- 2. Metro Vancouver request both the provincial and federal governments to assist in annually collecting and distributing reliable data regarding Metro Vancouver regional and individual municipal housing demand and supply;
- 3. Metro Vancouver amend the threshold of affordability for homeownership to 32% of a household's gross family income in order to consistently apply the benchmark of homeownership affordability that the housing industry does;
- 4. The City of Richmond supports Metro Vancouver's initiatives to have member municipalities create policies that encourage the supply of rental housing including new purpose built rental housing.
- 5. That Metro Vancouver Regional Planning Advisory Committee be directed to create a policy to encourage all affected parties (e.g., senior governments, Metro Vancouver Housing Commission, municipalities, private owners and developers) to support the renewal of expiring non- profit and cooperative housing agreements, the proposed policy be circulated for endorsement by all Metro Vancouver member municipalities and once the policy is endorsed, Metro Vancouver request all parties to follow it including the federal and provincial governments;
- 6. That Metro Vancouver Housing Commission (MVHC) be directed to create a tenancy management policy package by May 1 2016 outlining MVHC's services and fees for the management of affordable housing units which are secured through inclusionary housing policies and distribute it to developers/owners so that they can consider the option having the MVHC manage or assist in managing such affordable housing units;
- 7. To best protect those who may be at risk of homelessness, Metro Vancouver request the provincial government to review and increase, the shelter component of income assistance on an annual basis to reflect the high cost of living in the region.
- Option 2: Council advise Metro Vancouver that it supports the RAHS as proposed

Financial Impact

Once the RAHS has been approved by Metro Vancouver the possibility exists that the City of Richmond may incur some financial costs in order to meet its municipal requirements, any approved recommendation(s) whose implementation could have added cost to the City of Richmond will be brought back to Council for consideration in advance.

Conclusion

That the City of Richmond strongly supports the adoption of the RAHS subject to the input identified above and any such amendments as directed by Council.

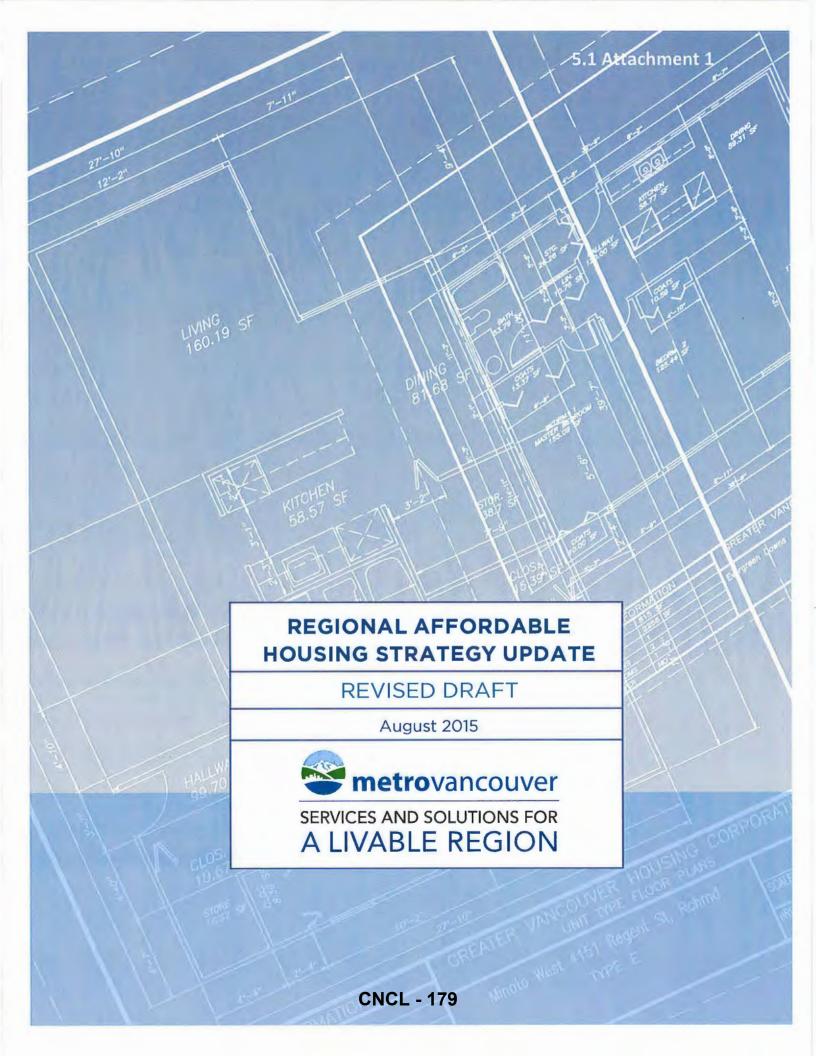
Dougal Forteath

Affordable Housing Coordinator

(604-247-4946)

Att. 1: Regional Affordable Housing Strategy Update

2: Transit Network Map



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PART ONE: INTRODUCTION

1.1. WHY A REGIONAL AFFORDABLE HOUSING STRATEGY?

An affordable and diverse housing supply is an important foundation for meeting the needs of a growing population. In a region with rising housing costs like Metro Vancouver, an affordable and diverse housing supply is critical to the region's economic fortunes. Housing choices that include a mix of homeownership and rental opportunities across housing types, sizes and price points are essential to provide housing for a diverse workforce and for diverse and complete communities. The Metro Vancouver Board has developed the updated Regional Affordable Housing Strategy (RAHS) to provide leadership on regional housing needs, and to advance the complete community goals of Metro 2040, the regional growth strategy adopted in 2011. This is the second iteration of the Regional Affordable Housing Strategy; the first was adopted in 2007.

This *Regional Affordable Housing Strategy* provides a renewed vision, and shared goals, strategies and actions for tackling the housing affordability challenge. As a federation of twenty one municipalities, a treaty First Nation and an electoral area, the region shares an economy and housing market.

While the market does a good job of housing most residents, it is not able to do so at a price everyone can afford. This fact is particularly true for low and low-to-moderate income renters earning under \$50,000 per year. Past experience shows that senior levels of government must play a role if there is to be a greater supply of housing that is within the means of this population group. Now the problem of affordability has spilled over to residents with higher income levels and to those seeking homeownership.

Experience has also shown that while housing affordability is not a primary responsibility of municipalities nor regional government,

municipalities alone and together can use a variety of tools and measures to achieve greater housing diversity and affordability.

Metro Vancouver has the following roles in housing delivery and housing policy. These roles are employed throughout the strategy to advance regional goals and strategies.

- Provide mixed income housing through Metro Vancouver Housing Corporation (MVHC), a separate wholly owned non-profit housing organization.
- Set policy direction through the regional growth strategy Metro 2040 and the Regional Affordable Housing Strategy.
- Research, collect and analyse data to support regional and municipal housing policy goals and promote best practices.
- Convene municipal politicians and staff on housing issues of regional and local concern.
- Advocate to senior governments for tools, policies and resources to support regional housing needs.
- Use fiscal measures such as the waiver of GVS&DD
 Development Cost Charges for affordable rental
 housing.

This strategy recognizes that increasingly complex housing issues demand more innovative strategies and greater collaboration. With both statutory responsibilities and local opportunities, local governments play a key role in translating regional policy and priorities into effective implementation within local housing markets. Their chief role lies in ensuring adequate supply of residential land to meet housing demand through the land use planning and regulatory process, although there are other opportunities for municipal action to address housing affordability, such as through advocacy, and incentives

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to the private market. And, it is recognized that local conditions vary from one municipality to another in the region and that the strategy has to account for this reality.

Beyond local government, the strategy provides recommended actions for other key actors, specifically the provincial and federal governments, the private and non-profit development sector, TransLink and health authorities.

1.2. THE UPDATE PROCESS

It has now been over seven years since the Regional Affordable Housing Strategy was adopted. Metro Vancouver staff began working with member municipalities through the Regional Planning Advisory Committee, Housing Subcommittee on a process to update the Regional Affordable Housing Strategy in late 2013. The process involved two main phases:

Phase 1: Issues and Options; and Phase 2: Developing the Strategy



Phase 1 consisted of setting the scope of the update and developing a workplan, articulating the principles underlying the update, and examining current and evolving regional and local housing challenges and opportunities. A March 2014 Discussion Paper summarized these challenges and opportunities and proposed goals and directions for consideration. Phase 2 consisted of the process of developing the draft strategy with RPAC's Housing Subcommittee and with the Metro Vancouver Housing Committee.

Consultation with internal and external housing stakeholders has been an important aspect of the strategy update process, and has occurred at two key points: to respond to the goals and directions proposed in the 2014 Discussion Paper in September 2014 and to provide feedback on the Draft Strategy planned for November 2015. In addition, a roundtable of housing and transportation experts was asked to provide advice on the challenge of achieving housing affordable to a mix of income levels in transit-oriented locations. External stakeholders representing the private and non-profit housing sector, business and community groups, and all levels of government have been involved through stakeholder workshops and/or written feedback. Municipal members will be asked to indicate their support for the Strategy prior to its endorsement by the GVRD Board of Directors.

1.3. WHAT HAS BEEN ACCOMPLISHED?

Since the original *Regional Affordable Housing Strategy* was adopted in 2007, significant progress has been made. There is an enhanced collective awareness of the affordability issue, and regional and local governments have taken some important actions to address it. For example, Metro Vancouver has:

- Advanced awareness of the importance of rental housing through the Rental Housing Supply Coalition.
- Prepared regional and municipal housing demand estimates through Metro 2040.
- Completed foundational research on rental housing to ensure there is a good understanding of the purpose built rental housing inventory, and the risk of redevelopment.
- Completed Metro 2040 Implementation Guideline #3:
 What Works: Affordable Housing Initiatives in Metro
 Vancouver Municipalities, providing guidance on the
 use and effectiveness of municipal measures for
 affordable housing.
- Created provisions to waive GVS&DD
 Development Cost Charges for affordable rental housing developments.
- Metro Vancouver Housing Corporation has received rezoning approval to redevelop Heather Place, an existing MVHC housing site in Vancouver. It will create an additional 150 units of mixed-income housing.

Municipalities have:

- Adopted Housing Action Plans that demonstrate how they plan to achieve the estimated local housing demand, including that for low and moderate income households.
- Implemented zoning measures in support of housing diversity and affordability, such as permitting secondary suites and/or laneway houses in single-family zoned areas subject to certain conditions, allowing accessory dwelling units in duplexes, reducing parking requirements in areas close to transit, and providing small lot zones, etc. (City of North Vancouver)
- Facilitated new supportive and transitional housing for vulnerable populations by providing municipal land at low or no cost through Memorandums of Understanding with the province (Cities of Surrey and Vancouver).
- Used housing reserve funds to lever the development of new non-profit housing by providing grants, purchasing land for non-profit use, and reducing or waiving permit fees.
- Granted additional density to residential developers in exchange for either on-site affordable housing units or fees in lieu of these units (City of Richmond, Affordable Housing Strategy).
- Set targets for market rental housing and affordable housing, including preservation of existing affordable housing, in transit corridors (City of Vancouver, Cambie Corridor Plan and Marpole Community Plan).

- Set strategic expectations for transit station areas to accommodate a mix of land uses and housing types, and, on larger sites, new on-site purpose built rental housing units (City of Coquitlam, Transit-Oriented Development Strategy).
- Offered incentives to owners and developers to retain, renew, and enhance the purpose built market rental housing supply (City of New Westminster, Secured Market Rental Policy).

These actions have contributed to some positive outcomes:

- The number of new rental housing completions each year in the region has increased from about 560 units in 2008 to approximately 3,000 units in 2013 and 2014, a marked increase composed of both non-market and market units. This is attributed to changing market conditions for condominium apartments, to municipal incentives for secure rental housing, and to better CMHC data on secondary suite completions.
- The number of people on the BC Housing Registry waitlist for social housing in Metro Vancouver in June 2014 was 9,490 people, down from the 2007 figure of 10,580 persons. This improvement is partly attributable to the introduction by BC Housing of the Rental Assistance Program in 2006.
- The number of families receiving a rent supplement through the Rental Assistance Program in Metro Vancouver rose from 2,546 families in 2007/2008 to 6,068 families in 2013/2014. This increase reflects changes in program eligibility as well as demand.
- An additional 3,700 units for homeless persons (primarily supportive housing) have been completed since 2007, three quarters of the way to the goal of 5,000 units in 10 years set out in the RAHS.¹
- Source: BC Housing Annual Reports and Central Property System.
 Prepared by BC Housing's Research and Corporate Planning
 Department, June 2012 and net new Homeless Housed Units Mar 31,
 2012-Mar 31, 2013. Prepared by BC Housing's Research and Corporate
 Planning Dept 2014.

1.4. LINKS TO REGIONAL AND LOCAL PLANS

Metro 2040 provides the overall growth management framework for the region, it coordinates and aligns regional land use and transportation planning, and directs growth to Urban Centres and in Frequent Transit Development Areas (FTDAs). The plan calls for over two thirds of residential and employment growth to occur in these transit-oriented locations.

The RAHS is a strategy focused on a single component of growth – housing. RAHS relies on the regulatory function of Metro 2040 and the associated Regional Context Statements as a primary means of implementation. For example, Goal 4 of Metro 2040 aims to create complete communities, and one of the strategies for doing this is through policy support for an affordable and diverse housing supply. Metro 2040 presents housing demand estimates for the region and for individual municipalities by tenure and income level. Regional Context Statements, prepared and adopted as part of Official Community Plans and approved by Metro Vancouver, are expected to demonstrate how local policies or strategies to address housing needs in a municipality align with and support the regional growth strategy. Many municipalities have also adopted Housing Action Plans or are in the process of doing so, and some have implemented innovative and successful strategies and programs to implement them.

The Mayors' Council Transportation and Transit Plan for Metro Vancouver and TransLink's Regional Transportation Strategy guide future transport investments in the region, complementing Metro 2040. The Regional Transportation Strategy includes a commitment for TransLink to encourage affordable and rental housing along the Frequent Transit Network.

7'-9" 27'-10" 12'-2"

1.5. THE HOUSING CONTINUUM AND REGIONAL AFFORDABLE HOUSING STRATEGY - A RENTAL HOUSING FOCUS

The housing continuum depicts the main elements of the housing supply, including different housing types, tenures and presence of support services (if any) (Figure 2). It also reflects a range of incomes or affordability levels. The main focus of the RAHS is on rental housing—affordable rental and market rental housing—the central part of the housing continuum. The RAHS is intended to complement the *Draft Regional Homelessness Plan*², adopted by the Regional Steering Committee on Homelessness (RSCH) in September 2014. That Plan focuses on emergency shelter and transitional and supportive housing for homeless or formerly homeless persons. The *RAHS* also addresses the homeownership part of the continuum where there are significant affordability concerns. The *Regional Affordable Housing Strategy*'s strategic focus for homeownership is to facilitate housing diversity and choice, particularly in the entry level homeownership category.

FIGURE 2 - HOUSING CONTINUUM AND RENTAL HOUSING FOCUS

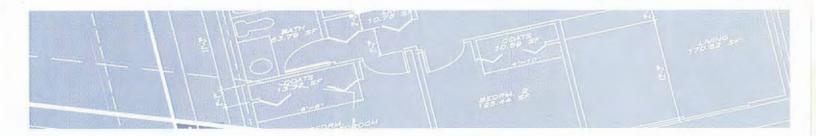


1.6. LOW AND MODERATE INCOME HOUSEHOLDS

Affordability is a measure of the ability to pay for housing. It relates the price or cost of housing to household income. Housing is considered affordable when monthly housing costs (rent or mortgage payments including property taxes, strata fees, and heating costs) consume less than 30% of before tax (gross) household income. Housing affordability concerns are invariably associated with households with low and moderate incomes as they face difficulties affording market rental rates. Households with higher incomes may choose to pay more than 30% and still live comfortably.

Metro Vancouver's regional median household income (RMHI) in 2011 was \$63,000 per year. Half of regional households had incomes above \$63,000, and half of households' incomes were below it. Of the six largest metropolitan regions in the country, Metro Vancouver has the second lowest median household income, trailing Calgary, Edmonton, Ottawa and Toronto.

² Regional Steering Committee on Homelessness. Sept 2014. Regional Homelessness Plan.



The RAHS focuses on the housing needs of low and low to moderate income households recognizing that the market cannot do so. As defined in *Metro 2040*, low income households are those earning 50% or less of the regional median or below \$30,000 per year. Low to moderate income households earn between 50 and 80% of RMHI or \$30,000-50,000 per year and moderate income households earn 80-120% of RMHI. Table 1 shows the amount that each household income segment can afford to pay for housing. Different household types and sizes will have different incomes and housing costs; for example a family household will have higher housing costs than a single person household.

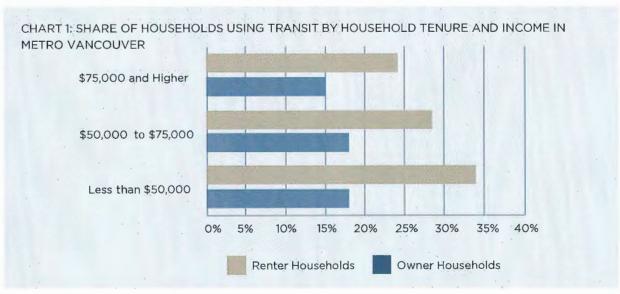
TABLE 1: HOUSEHOLD INCOME CATEGORIES METRO VANCOUVER 2011

Household Income Categories	Share of regional median household income (\$63,000)	Annual household income range	Affordable monthly housing payment
Low income households	<50% RMHI	<\$30,000/yr	Less than \$750/mo
Low to moderate income households	50%-80% RMHI	\$30,000-\$50,000/yr	\$750-1,250/month
Moderate income households	80% -120% RMHI	\$50,000-\$75,000/yr	\$1,250-1,875/month
Above moderate income households	120% RMHI +	\$75,000 plus/yr	\$1,875 plus/month

Source: Income categories from Metro 2040. Appendix A, Table A1. Income based on 2011 National Household Survey.

1.7. THE AFFORDABLE HOUSING AND TRANSIT CONNECTION

While households choose where to live for all kinds of reasons, the housing affordability and transit connection is an important consideration. For many working households, transit is a necessity to get to work. Chart 1 shows the relationship between transit use, housing tenure and household income in Metro Vancouver. In general, renters are more likely than owners to take transit to work. In particular, renter households earning less than \$50,000 per year depend on transit the most. Ideally then, affordable rental housing should be located proximate to transit.



Source: NHS 2011.

The McKinsey Global Institute's analysis of affordable housing solutions points to transit-oriented development as one of the top policy approaches for making land available for affordable housing "at the right location";³ for example, where access to public transit links residents to employment and services.

In Metro Vancouver, the Frequent Transit Network (FTN) describes the network of corridors with transit service every 15 minutes during day and evening 7 days a week – be it via Skytrain or bus. The FTN 2040 Concept describes the proposed FTN in 2040. Based on the above linkages, the FTN should be a key planning tool in affordable housing provision.

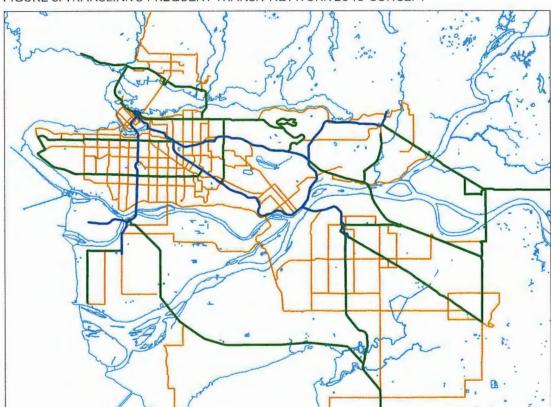
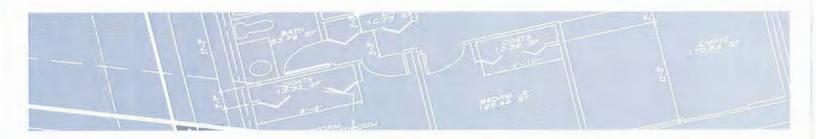


FIGURE 3: TRANSLINK'S FREQUENT TRANSIT NETWORK 2040 CONCEPT

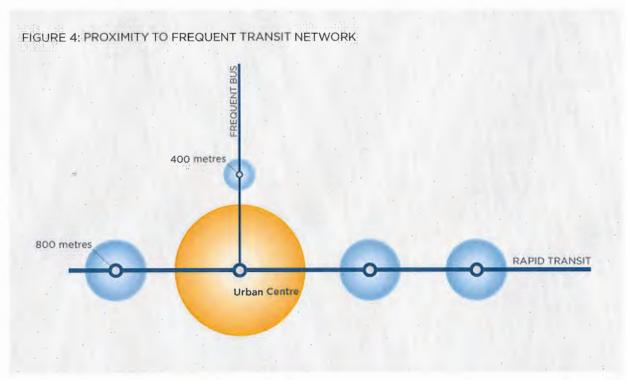
Source: TransLink Regional Transportation Strategy Strategic Framework, July 2013

³ McKinsey Global Institute. October 2014. A blue print for addressing the global affordable housing challenge.





A rule of thumb for good transit access is a location within 800 metres of a rapid transit station or 400 metres of a frequent bus stop, as illustrated in Figure 4.



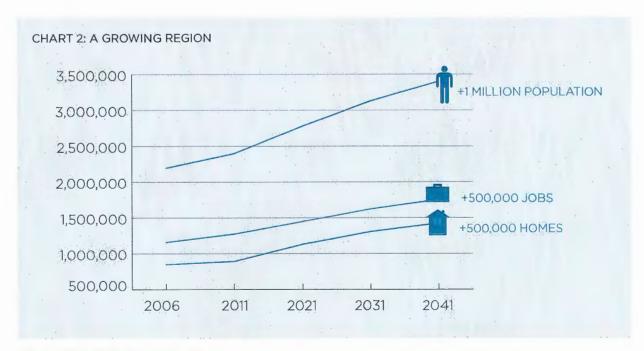




2. PART TWO: THE CHALLENGE

2.1. REGIONAL GROWTH TRENDS

Metro Vancouver is growing rapidly. The region is a destination for nearly 40,000 additional people per year, or another 1 million people by 2040. This reality means a growing demand for new homes, roughly 500,000 additional homes over the next 25 years.



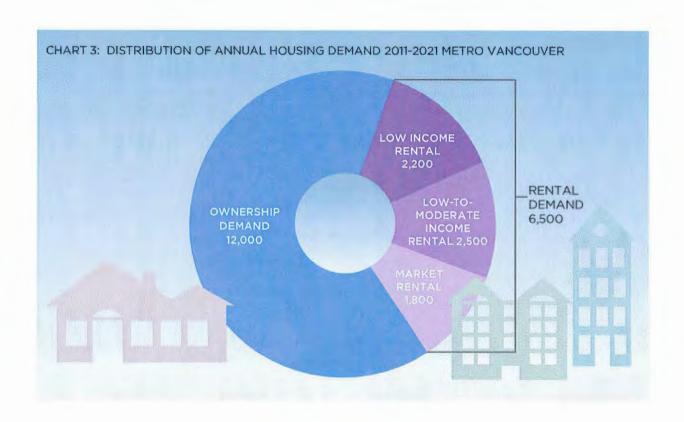
Source: Metro 2040. Appendix A, Table A1.



2.2. ESTIMATED REGIONAL HOUSING DEMAND

To meet this growth, *Metro 2040* forecasts a total housing demand of approximately 18,500 units per year over the next 10 years. It expects that despite high home prices, and based on past trends, that about two thirds or 12,000 households will continue to able to make the necessary trade-offs to buy a home. Rental housing demand is estimated at 6,500 new units each year over 10 years. Of these rental units, two thirds is for low and low to moderate income households or 4,700 units per year. The remaining demand for 1,800 rental units per year is for moderate and higher income households who can afford to pay market rents.

Metro 2040 also estimated housing demand for each municipality in the region over a ten year period (based on 2006 census data). These are provided in Appendix 1. These estimates are being updated based on accepted Regional Context Statements and 2011 Census, National Household Survey and other data, in consultation with municipalities.





2.3. MISMATCH BETWEEN RENTAL HOUSING DEMAND AND SUPPLY

The market is largely meeting the estimated demand for ownership housing, but prices are rising, particularly for desirable single family homes. Market rental supply is also growing thanks to changing market conditions, innovative municipal incentive programs, and an expanding supply of secondary rental units (i.e. investor owned rented condominiums, secondary suites and laneway houses). But not unexpectedly, given high construction costs and lack of government funding, there has been less progress in achieving low income and low to moderate income housing demand estimates.

In order to understand the current rental situation and to determine where future housing policy and advocacy efforts should be focused, an estimate of the gap between estimated rental housing demand and supply for different income levels has been made. It provides an order of magnitude estimation of the share of rental housing demand that has been met by newly completed supply by income level in Metro Vancouver, for 2011 to 2014.

Estimated rental demand is an average of the *Metro* 2040 rental demand estimates made in 2011, and the actual increase in rental households based on the Census/National Household Survey between 2011 and 2006, on an annual basis. The supply estimate incorporates all forms of rental housing completions

reported by CMHC, including non-profit rental, purpose built rental, rented condominiums, secondary suites and other forms of secondary rental supply such as rented detached homes, duplexes and townhouses. A description of the estimation approach is provided in Appendix 2.

Table 2 shows that in the period from 2011 to 2014 new rental supply fell short of rental demand by about 1,600 units and that only about half to two thirds of the estimated rental housing demand for low and low to moderate income households, respectively, was met with new supply.⁴ This is the overall regional picture; the situation in each municipality may be different.

Provincial government rent supplements help to make existing rental housing more affordable for some low income households. Between 2011 and 2014, the province added almost 2,700 new rent supplements for low income households in Metro Vancouver mainly through the Rental Assistance Program (RAP) for families and Shelter Aid for Elderly Renters (SAFER) for seniors. These programs help low income households meet their rental housing needs providing them with additional income to afford low end market rents.

⁴ Performance in this period has likely been impacted by the lagged effects of the financial crisis, when housing starts fell dramatically. Completions do not measure units committed or under construction; further data analysis will help to shed light on this.



TABLE 2: ESTIMATION OF RENTAL UNIT COMPLETIONS AS SHARE OF DEMAND BY INCOME 2011-2014 METRO VANCOUVER

			With rent supplements	
Household Income Categories	Gap between estimated rental demand and rental completions	Rental completions as a share of estimated demand	Net additional rent supplements 2011-2014	Share of rental demand achieved
Low income rental (<\$30,000/yr)	-3,900	46%	2,700	83%
Low-to-moderate income rental (\$30,000-\$50,000/yr)	-2,900	66%	0	35%
Market rental (\$50,000+/yr)	5,200	185%	0	185%
Total rental units	-1,600	93%		93%

Source: Demand Estimate. Average of *Metro 2040* Housing Demand Estimates Appendix A, Table A4 and Statistics Canada annual change in renter occupied dwellings between 2006 and 2011.

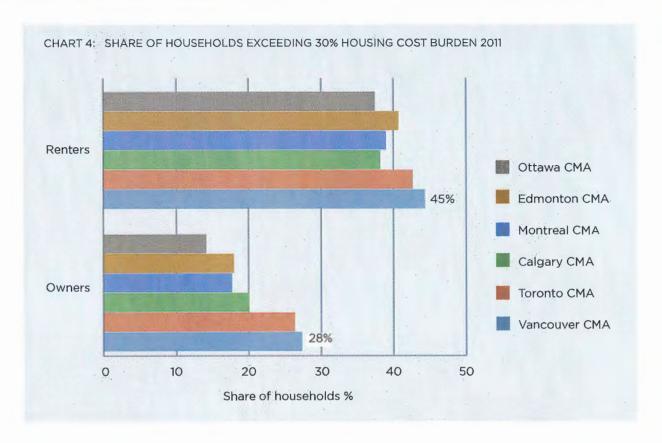
Supply Estimate. CMHC, Purpose built rental housing, rented condominiums, secondary suites, and rented duplexes and SFD completions. Net of apartment demolitions. New units funded by BC Housing considered low income rental.

Rent Supplements, BC Housing, Research and Corporation Planning Department. Unit Count History Pivot Table. March 31 of each year. Net increase in the number of rent supplements per year in Metro Vancouver. As of March 31, 2014 15,175 households in the region received a rent supplement.

But rent supplements (which do not create new units and instead rely on the existing housing supply) can be inflationary, with the unintended consequence of placing pressure on moderately priced rental units. Rent supplements increase demand by enhancing recipients' ability to pay for rent, allowing low income households earning under \$30,000 or \$35,000 per year to pay more for rent than they could afford with their income alone, drawing from the supply of higher cost units. When rent supplements are considered, the net result is that over 80% of low income housing demand is met over the period, while only 35% of low-to-moderate income demand is supplied.

One impact of this imbalance is that some households pay more for housing than they can afford, exceeding the 30% affordability threshold. Chart 4 shows that about 45% of Metro Vancouver renter households had a housing cost burden of 30% or more in 2011, and they were significantly worse off than owners. In fact, more Metro Vancouver households had a housing cost burden exceeding 30% than in any other city in Canada.



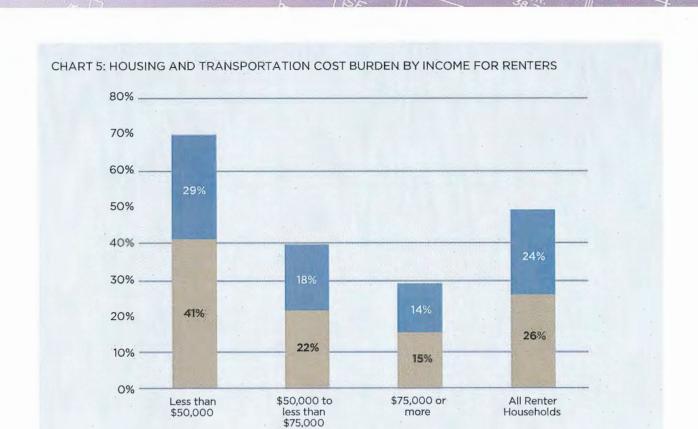


2.4. THE HOUSING AND TRANSPORTATION COST BURDEN

Transportation costs add to a household's housing cost burden, and can combine to make living in this region affordably a challenge. A recent study from Metro Vancouver shows that working households (households with a least one member in the employed labour force) living in areas well served by transit or close to their job have relatively low transportation costs, whereas households in other locations may face higher costs. It showed that living near frequent transit can make it easier to absorb relatively high housing costs.

The study showed that working owner households with mortgages have an estimated housing and transport cost burden (as a percent of their gross

income) of 40%; working renters have a higher cost burden of 49%. Renter households with incomes under \$50,000 per year have the highest cost burdens of all households, spending 67% of their gross household income on housing and transportation costs. These figures are independent of taxes. Providing options for low to moderate income households to live in transit-oriented locations can improve overall affordability, and ensure the availability of workforce housing needed for a strong regional economy. New transit investments in the region can improve overall affordability by reducing reliance on automobiles and the associated costs.



Source: Metro Vancouver Housing and Transportation Cost Burden Study: A New Way of Looking at Housing Affordability May 2015

Housing Burden Transport Burden

2.5. PROVINCIAL AND FEDERAL GOVERNMENT FUNDING PROGRAMS FOR AFFORDABLE HOUSING

Provincial and federal government housing and homelessness programs have traditionally had a significant bearing on the production of new housing that is affordable for low and moderate income households because it is uneconomical for the market to do so. Today, in contrast to previous periods, there is limited government funding for new affordable housing supply. This seriously impacts the likelihood that housing demand estimates for low and low to moderate income households will be achieved.

Federal tax incentives for market rental housing are no longer available, and the federal government withdrew from providing significant funding for new social housing in the early 1990s. As well, provincial and federal funding for new transitional and supportive housing for the homeless or those at risk of homelessness has been reduced after several years of significant investment. At the same time, operating subsidies for existing non-profit and cooperative housing projects are being phased out in the next few years. A small federal role remains through joint funding agreements with the province. In BC, the province has elected to focus new spending on rent supplements as the primary means of improving affordability for some low income households.



Table 3 summarizes current provincial and federal government housing programs noting major changes since the RAHS was adopted in 2007 and the potential impact on the Metro Vancouver housing market.

TABLE 3: PROVINCIAL AND FEDERAL GOVERNMENT FUNDING PROGRAMS 2015

Sovernment Program	Potential Impact		
Rental Assistance Program (RAP), Shelter Aid for Elderly Renters (SAFER) and Homeless Prevention Program (HPP)	These rent supplement programs aid affordability for low income households by increasing income and therefore access to market rental housing. They do not directly increase the supply of housing. Provincial expenditures on rent supplements are growing. The new Homeless Prevention Program (HPP) uses rent supplements with supports to prevent homelessness among certain targeted groups. Rent supplements are not necessarily permanent or long-term programs; they could be terminated at any time.		
Expiry of non-profit and cooperative housing operating agreements and subsidies	Over the next 10 years the expiry of non profit and cooperative operating agreements will mean a loss of annual subsidy usually linked with mortgage payment. There is a risk of loss of some units affordable to low income households as non-profits/coops may have to raise rents to achieve operating viability. There may be a possible corresponding increase in rental supply affordable to moderate income households as rents rise.		
Federal Homelessness Partnering Strategy (HPS) 2014-2019	Metro Vancouver is allocated approximately \$8.2 million per year for 2014-2019 under a Housing First funding model. The HPS Community Plan allocations direct 65% of the funds toward Housing First projects required to target chronically and episodically homeless persons and 35% toward non-Housing First projects, including a percentage toward renovations and new construction—a significant reduction in this spending component from previous years.		
No provincial transitional and supportive housing supply programs are currently in operation.	The province is relying on scattered site models that use existing non-profit and private rental housing supply together with rent supplements, outreach and other supports to accommodate the homeless population. This places pressure on the existing rental housing supply.		

2.6. THE FUNDING GAP

Given market rents and land and construction costs, it is challenging to make the numbers work even for market rental housing. Rented condominiums are expensive and in many cases incentives are required to achieve financial viability for new purpose built market rental housing (for households earning over \$50,000 per year). It is even more difficult to create rental housing at rates affordable to households earning between \$30,000 to \$50,000 per year, with the exception of secondary suites, which are not suitable for everyone. Rent supplements are available to help seniors and families earning under \$30,000 per year to afford market rents, if they qualify. New rental housing for low-to-moderate income earners of \$30,000–\$50,000 per year requires further assistance in the form of subsidies or grants to achieve affordability for low to moderate-income households.

The actions proposed in the Regional Affordable Housing Strategy aim to facilitate new housing affordable for households earning between \$30,000 and \$50,000/year, assuming the continued availability of provincial rent supplements to make these units affordable households earning below \$30,000 that qualify.







PART THREE: THE STRATEGY

The RAHS begins with a shared regional vision reflecting *Metro 2040*'s broad objectives. It is structured around five goals depicting desired future housing outcomes. Each goal is supported by strategies that are intended to advance that goal. Specific actions follow for Metro Vancouver, for implementation either through housing policy and planning, by Metro Vancouver Housing Corporation or the Homelessness Partnering Strategy Community

Entity. This is followed by recommended actions for municipalities to be implemented through Official Community Plans, Regional Context Statements, and Housing Action Plans, as well as other plans, policies and programs. Finally there are recommended actions for the provincial and federal government, the development industry, TransLink and health authorities, where appropriate.

3.1 VISION

A diverse and affordable housing supply that meets the needs of current and future regional residents.

3.2 GOALS AND STRATEGIES

Table 4 summarizes the five goals and the strategies for advancing each goal. This is followed by a re-statement of each goal and associated strategies, with specific actions for each goal.

TABLE 4: GOALS AND STRATEGIES

Goal	5 1 × 1	Strategies	
GOAL 1: Expand the supply and	Strategy 1.1	Diversify the housing supply in terms of unit and lot size, number of bedrooms, built form and tenure	
	diversity of housing to	Strategy 1.2	Address community opposition to new residential development
	meet a variety	Strategy 1.3	Plan for the special housing needs of specific sub-populations
	of needs.	Strategy 1.4	Enhance understanding of the housing market to improve housing policy
GOAL 2:	Preserve and expand the	Strategy 2.1	Expand the supply of rental housing, including new purpose built market rental housing
	rental housing supply	Strategy 2.2	Make retention and maintenance of existing purpose built market rental housing more attractive
		Strategy 2.3	Ensure that tenant relocations are responsive to tenant needs
GOAL 3: Meet housing demand estimates for low and moderate income	Strategy 3.1 Strategy 3.2	Facilitate new rental housing supply that is affordable for low and moderate income households Support non-profit and cooperative housing providers to continue to operate mixed income housing after operating agreements expire	
	Strategy 3.3	Facilitate non-profit and cooperative housing providers to create new mixed income housing through redevelopment or other means.	
	earners	Strategy 3.4	Advocate to provincial and federal governments for housing and income support programs to meet housing needs
GOAL 4: Increase the		Strategy 4.1	Expand awareness of the affordable housing and transit connection
rental housing supply along	Strategy 4.2	Plan for transit station areas, stop areas and corridors to include rental housing affordable for a range of income levels	
the Frequent Transit Network		Strategy 4.3	Implement incentives to encourage rental housing near transit
GOAL 5: End		Strategy 5.1	Expand housing options to meet the needs of homeless people in the region
	in the region	Strategy 5.2	Promote measures that prevent at risk individuals from becoming homeless
	Strategy 5.3	Advocate to the provincial and federal government for support to meet the housing needs of the homeless	



EXPAND THE SUPPLY AND DIVERSITY OF HOUSING TO MEET A VARIETY OF NEEDS

The market provides most of the housing supplied in the region, most of it home-ownership and it will continue to do so. This goal recognizes that to meet the growing and changing needs of the workforce and other residents, it is desirable that the market produce a wider variety of housing forms and tenures at a variety of price points, including for specific populations with distinct needs. As well, it recognizes that the single detached home is increasingly out of reach for families in some parts of the region and that alternative ground-oriented home-ownership options are required to meet evolving consumer needs and ability to pay. There are many costs associated with operating a home, whether rental or ownership. Focusing on ways to reduce or minimize these ongoing costs can influence affordability over the long term. Easing the concerns of residents about new development can also help to ensure that the market is able to supply new housing in a timely fashion. This goal also recognizes that the region is impacted by global and national trends that may produce consequences for our housing market and that a better understanding of these trends can help produce better policy and planning.

STRATEGIE	≣S:
Strategy 1.1	Diversify the housing supply in terms of unit and lot size, number of bedrooms, built form and tenure
Strategy 1.2:	Address community opposition to new residential development
Strategy 1.3:	Plan for the special housing needs of specific populations
Strategy 1,4:	Enhance understanding of the housing market to improve housing policy



ACTIONS:

Metro Vancouver, through its Regional Planning role, will:

- a. Update the *Metro 2040* housing demand estimates in consultation with municipalities, including family type if possible, and monitor and report on progress towards achievement of these estimates.
- b. Undertake outreach to promote public awareness and understanding of accommodating population growth with increased density and housing diversity, and best practices for accommodating this growth using examples and strategies from here and elsewhere.
- c. Prepare an *Implementation Guideline for Municipal Housing Action Plans* to provide best practice guidance on the form and content of these plans.
- Research, collect, acquire and analyse data to support municipal housing policy including undertaking related transportation and parking studies:
 - i. Explore financial and regulatory barriers, and opportunities for expanding the supply and variety of ground-oriented and medium density ownership housing choices such as infill housing, townhouses, duplexes with accessory dwellings, and cottage housing.
 - ii. Best practices in mechanisms for home ownership that is affordable for entry level home buyers, such as cooperatives, co-housing and new forms of shared ownership and the post occupancy satisfaction of residents of these projects.

- iii. Best practices in addressing community opposition for all types of housing along the housing continuum.
- iv. Convene a regional working group of industry and government stakeholders to explore how to obtain data to better understand the drivers of housing demand in the region (i.e. equity versus income, foreign and investor ownership of residential property, incidence of speculation, and vacant, unoccupied or second units).
- e. Advocate to the provincial and federal government for collection and reporting of reliable data about the sources and nature of regional housing demand. If warranted, advocate for measures to counteract adverse impacts of external demand, vacant units and/or speculation.
- f. Request that senior governments identify concrete ways that foreign investment could be directed to improve the affordability of the Metro Vancouver housing market, for example, through investment in new purpose built rental housing, or directing additional fees or taxes towards affordable housing.
- g. Offer workshops/seminars/speakers on housing topics of common concern.
- Work with stakeholders to develop and advance regional housing policy directions for First Nations, seniors, persons with disabilities and other populations, as warranted.
- Work with partners to create an accessible and adaptable housing registry to assist persons with disabilities and seniors to find appropriate housing to live independently.

Municipalities will, through plans, policies and programs:

- Monitor and report on progress towards achievement of *Metro 2040* housing demand estimates.
- k. Demonstrate how Housing Action Plan policies and initiatives are intended to work towards achieving *Metro* 2040 housing demand estimates.

- Use zoning and regulatory measures to expand the variety of types, tenure and built form of ground-oriented ownership and rental housing (i.e. coach houses/laneway houses, semi-detached and duplexes, micro units, townhouses including freehold townhouses, secondary rental market housing options such as accessory dwelling units in duplexes and townhouses, and other forms of infill and intensification.)
- m. Encourage a diversity of housing forms in proximity to the Frequent Transit Network including medium density ground oriented options in station shoulder areas.
- Promote family friendly housing, as applicable, through policies for multi-family housing options with 3 or more bedrooms.

Proposed Non-profit and Private Sector Development Partner Actions:

- o. Work with municipalities to facilitate an effective and efficient development approval process.
- p. Work with municipalities to establish bedroom mix objectives to ensure an adequate supply of family friendly housing.
- q. Bring forward innovative development applications that meet the needs of families using alternate forms, densities and tenures.

Proposed Health Authority Actions:

r. Plan for and fund suitable housing and support services for frail seniors, persons with severe and persistent mental health issues and other vulnerable populations including the homeless.

Proposed Provincial Government Actions:

s. Ensure the building code does not present barriers to innovative forms of residential infill development such as coach houses or secondary suites in duplexes.



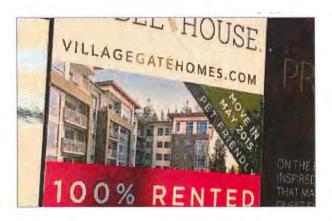
GOAL

PRESERVE AND EXPAND THE RENTAL HOUSING SUPPLY

Market rental housing, consisting of purposebuilt units and secondary forms of rental housing such as secondary suites, laneway units and rented condominiums, is a critical component of the housing continuum and is usually more affordable than the least cost ownership option. It provides housing for recent immigrants, temporary workers, young people, seniors and students. And, as homeownership prices rise, a secure rental housing supply becomes a more valuable resource. Ensuring that this supply continues to grow is fundamental to the Strategy, as it will enable gradual redevelopment of the existing aging purpose built stock to occur without reducing rental supply. This goal also recognizes that rent supplement programs are dependent upon a growing rental supply to provide an adequate number of units and to avoid inflationary pressures. This strategy devotes special attention to purpose built market rental housing as an especially valuable component of the rental supply due to the security of tenure it offers tenants, and its vulnerability to redevelopment as condominiums. However, as this is not realistic over the long term for all buildings, ensuring phased or gradual redevelopment, with suitable replacement policies, will help to ensure a supply of rental accommodation.

STRATEGIES:

- Strategy 2.1: Expand the supply of rental housing, including new purpose built market rental housing
- Strategy 2.2: Make retention and maintenance of existing purpose built market rental housing more attractive
- Strategy 2.3: Ensure that tenant relocations are responsive to tenant needs



ACTIONS:

Metro Vancouver, through its Regional Planning role will:

- a. Monitor the purpose built rental housing supply, including in transit-oriented locations, to identify areas where rental housing is being lost or gained, to alert decision makers to the vulnerability of the purpose built rental supply.
- b. Expand the information base about the rental supply including rents for vacant units, and better understanding of the difference between purpose built rental housing and other forms of secondary rental.
- c. Inform the provincial and federal governments of gaps in rental housing supply by income level and advocate for specific measures to address funding gaps for low to moderate income housing (i.e capital funding, subsidies, tax incentives or other measures).
- d. Develop an Implementation Guideline on Municipal Measures to Expand and Sustain the Purpose Built Rental Supply profiling measures such as transferring density, innovative infill, energy upgrades, parking reductions, and purchase by non-profits.
- e. Research and identify best practices in tenant relocation policies and strategies.

Municipalities will, through plans, policies and programs:

- f. Offer incentives that will help make development of new purpose built market rental housing financially viable (i.e. parking reductions, fee waivers, increased density, and fast-tracking).
- g. Offer tools and incentives to preserve and sustain existing purpose built market rental housing (i.e. reduced parking, increased density for infill development, and transfer of density).
- Facilitate non-profit housing organizations to purchase existing rental buildings for conversion to non-profit operation.
- Require one for one replacement policies where existing rental supply is being redeveloped.
- Enact standards of maintenance bylaws to preserve the stock in good condition and prevent further erosion of existing rental stock.
- k. Support efforts to reduce rental operating costs
 by improving energy performance of purpose
 built rental buildings through the use of energy
 efficiency incentives offered by Fortis and BC
 Hydro, such as energy advisors, energy audits,
 demonstration projects etc.

- Establish bedroom mix objectives for new condominiums and purpose built rental housing.
- m. Provide clear expectations and policies for increasing and retaining the purpose built market rental housing supply.
- Require tenant relocation plans as a condition of approving the redevelopment of existing rental housing.
- o. Ensure that developers notify tenants impacted by redevelopment of their rights under the *Residential Tenancy Act*.

Proposed Provincial Government Actions:

- p. Review all provincial taxes and assessment practices, including property transfer tax, to ensure they do not impede the delivery of rental housing.
- q. Review Residential Tenancy Act provisions for relocating tenants in a redevelopment situation with a view to enhancing provisions (i.e. moving expenses, notification, reduced rent, free month's rent) to mitigate the impact of relocation and to enable tenants to find suitable alternative accommodation.

Proposed Federal Government Actions:

- Reinstate federal tax incentives to stimulate new purpose built market rental supply.
- s. Institute a new direct lending program with affordable rates for purpose built rental housing as advocated by the Federation of Canadian Municipalities (FCM).
- small apartment building owners to invest in eco-energy retrofits as advocated by FCM.







MEET HOUSING DEMAND ESTIMATES FOR LOW TO MODERATE INCOME EARNERS

This goal focuses on strategies and actions to address the gap in the supply of low to moderate income housing. While market rental housing will form an important source of supply for low income households receiving rent supplements, this goal aims to catalyse the assets and resources of the non-profit and cooperative housing sector to continue to provide and increase the supply of mixed income non-profit rental and cooperative housing for low to moderate income households. It also recognizes that delivering and operating mixed income housing in todays' economy and funding environment is complex, requires partnerships and significant municipal and non-profit capacity.

STRATEGIES:

- Strategy 3.1 Facilitate new rental housing supply that is affordable for low to moderate income households
- Strategy 3.2 Support non-profit and cooperative housing providers to continue to operate mixed income housing after operating agreements expire
- Strategy 3.3 Facilitate non-profit and cooperative housing providers to create new mixed income housing through redevelopment or other means
- Strategy 3.4 Advocate to provincial and federal governments for housing and income support programs to meet housing needs

ACTIONS:

Metro Vancouver, through its Regional Planning role, will:

- a. Work with BC Non-Profit Housing Association, the Cooperative Housing Federation of BC, municipalities, the provincial government, Federation of Canadian Municipalities and others to address issues related to expiring non-profit and cooperative housing operating agreements, including ongoing subsidy for low income households.
- Research and communicate best practices in the municipal development approval process for nonprofit and cooperative housing.
- c. Review GVS&DD DCC bylaw waiver conditions for affordable rental housing to ensure the waiver can assist in the creation of new affordable rental housing, by reflecting current funding arrangements and is consistent with municipal practices, as much as possible.
- d. Consider making surplus sites in suitable locations owned by Metro Vancouver and affiliated bodies available to MVHC to develop additional mixed income housing.
- e. Explore member interest in sharing housing planning and policy services and potential costs and benefits of such a service.
- f. Advocate to the provincial and federal government for specific measures to address funding gaps for low to moderate income housing (i.e. capital funding or subsidies for new nonprofit and cooperative housing, rent supplements for single persons, and tax incentives for sale of purpose built rental housing to non-profit housing organizations).

Metro Vancouver Housing Corporation Actions:

- g. Work with municipal partners to identify
 Metro Vancouver Housing Corporation sites
 for redevelopment at higher density to increase
 the supply of mixed income non-profit rental
 housing, providing that suitable municipal
 incentives and/or other funding is available.
- h. Explore the sale of surplus or underutilized MVHC sites with proceeds reinvested into other sites that offer greater opportunity to supply more affordable housing units.
- Explore with municipalities opportunities on municipal sites for expanding the supply of mixed income non-profit rental housing.
- Consider management of affordable rental units obtained by municipalities through inclusionary housing policies, providing the units can be managed by MVHC on a cost effective basis.
- k. Explore making available for relocating tenants of redeveloping non-profit and purpose built market rental projects rental housing from within MVHC's existing portfolio of market rental units.







Municipalities will, through plans, policies and programs:

- Offer incentives for proposed new mixed income housing (i.e. parking reductions, fee waivers, increased density, and fast-tracking) to assist in making these housing options financially viable.
- m. Clearly state expectations and policies for development of new non-profit rental and cooperative housing
- Ensure a portion of amenity contributions or payments in lieu are allocated for housing affordable to low and moderate income households.
- o. Allocate housing reserve fund monies to affordable housing projects based on clearly articulated and communicated policies.
- p. Work with non-profit and cooperative housing providers to address issues related to expiring operating agreements.
- q. Work with non-profit or cooperative housing providers on leased municipal land to renegotiate or renew the lease, if applicable, with suitable provisions for affordable housing; and/or facilitate redevelopment at higher density, if appropriate.



Proposed Non-profit, Cooperative and Private Sector Development Partner Actions:

r. Consider partnerships with other private and nonprofit housing developers, faith based organizations and/or municipalities to develop new mixed income non-profit housing.

Proposed Provincial Government Actions:

- s. Work with residential development industry stakeholders to improve the administration of air space parcels.
- t. Expand the eligibility of provincial rent supplements to other populations, including single persons.
- u. Increase Rental Assistance Program (RAP) and Shelter Aid for Elderly Renters (SAFER) rent and/ or income threshold levels in Metro Vancouver, to account for rising rent levels.
- v. Create new capital funding options to increase the supply of non-profit and cooperative housing, particularly in transit-oriented locations.

Proposed Federal Government Actions:

- w. Provide rent supplements or ongoing subsidies for low-income tenants in existing cooperative and non-profit housing projects with expiring operating agreements.
- x. Institute a rental housing protection tax credit to preserve existing purpose built rental units through their sale to non-profit housing organizations as advocated by the Federation of Canadian Municipalities.



INCREASE THE RENTAL HOUSING SUPPLY ALONG THE FREQUENT TRANSIT NETWORK

This goal supports the regional priority for residential development along the Frequent Transit Network, a key objective of Metro 2040, which sets a target of 68% of residential growth within Urban Centres and Frequent Transit Development Areas. The goal also addresses the high housing and transportation cost burden borne by renter households who are living in locations that are not well served by transit. The strategies for this goal recognize that despite higher land costs in these locations, new transit station areas, transit stops and corridors and Frequent Transit Development Areas (FTDAs) provide an opportunity to meet the rental housing needs of all household income levels, particularly as some existing rental supply in these areas is being lost to redevelopment. It is recognized that municipalities are in different positions with respect to existing and new transit infrastructure, and that different strategies will have to be employed.

STRATEGIES:

Strategy 4.1 Expand awareness of the affordable housing and transit connection

Strategy 4.2 Plan for transit station areas, stop areas and corridors to include rental housing affordable for a

range of income levels

Strategy 4.3 Implement incentives to encourage new purpose built rental housing near transit

ACTIONS:

Metro Vancouver, through its Regional Planning role, will:

- a. Convene a regional dialogue to highlight the affordable housing and transit connection and to demonstrate ways in which other jurisdictions have addressed this issue through transit investments, transit oriented development, land use planning, inclusionary housing policies, economic development and workforce and affordable housing initiatives.
- b. Work with housing and transportation partners to examine the feasibility of innovative financing approaches such as transit oriented affordable housing funds, tax increment financing, aggregating municipal housing reserve funds and other opportunities for closing the funding gap for low to moderate income housing near the Frequent Transit Network.
- c. Conduct research to support affordable housing in transit oriented locations on such topics as: an inventory of suitable transit-oriented sites adjacent to the FTN; financial viability of affordable housing in transit oriented locations; the business case for affordable housing near transit; innovative uses of land and airspace in good transit locations; parking requirements by unit size, best practices in car share policies and bike storage infrastructure, and the impact of unbundling of parking.
- d. Develop or cost share development of an online tool that will provide users with estimates of the combined housing and transportation costs associated with any given location in the region.
- e. Convene and facilitate negotiations among municipalities, TransLink and the Province with the objective of establishing an agreement to generate funding to achieve goals for low and moderate income housing near the Frequent Transit Network.

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REGION CEFOR 206 E HOUSING STRATEGY UPDATE - DRAFT





f. Work with TransLink to establish agreements, including Project Partnership Agreements, in newly developing transit corridors and station areas anticipated to accommodate enhanced residential growth to ensure that they meet regional objectives for residential development, including rental housing for low to moderate income households.

Municipalities will, through plans, policies and programs:

- g. Establish transit-oriented inclusionary housing targets for purpose built rental and for housing affordable to low to moderate income households within 800 metres of new or existing rapid transit stations and 400 metres of frequent bus corridors that are anticipated to accommodate enhanced residential growth.
- h. Purchase and hold sites/air space parcels for new non-profit housing to be made available as funding becomes available, focusing on the Frequent Transit Network.
- i. Establish an agreement with TransLink and the Province with the objective of generating funding to achieve goals for low to moderate income housing near the Frequent Transit Network
- j. Consider providing incentives for new purpose built rental housing and mixed income housing located in transit-oriented locations to enable them to achieve economic viability.

Proposed TransLink Actions:

- k. Establish an agreement with municipalities and the Province with the objective of generating funding to achieve goals for low and moderate income housing near the Frequent Transit Network.
- Incorporate in agreements with municipalities, including Project Partnership Agreements if applicable, transit-oriented inclusionary housing targets within 800 metres of new or existing rapid transit stations and 400 metres of frequent bus corridors that are anticipated to accommodate enhanced residential growth.
- m. Establish an inclusionary housing target for joint development on TransLink/BC Transit properties.
- n. Establish an inclusionary housing target for TransLink air space developments or as a condition of any transfer of TransLink air space development rights.
- o. Work with housing partners to examine the feasibility of innovative approaches for closing the funding gap for low to moderate income housing near the Frequent Transit Network such as transit oriented affordable housing funds, tax increment financing, aggregating municipal housing reserve funds and other opportunities.

Proposed Provincial Government Actions:

p. Establish an agreement with municipalities and TransLink with the objective of generating funding to achieve goals for low and moderate income housing near the Frequent Transit Network.

GOAL

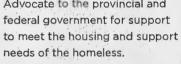
GOAL END HOMELESSNESS IN THE REGION

Metro Vancouver Regional Housing is the Community Entity for delivering and administering federal Homelessness Partnership Strategy funds in the region for 2014-2019.⁵ While the provincial and federal governments and health authorities hold primary responsibility for meeting the significant health, mental health, social and housing needs of the homeless and at risk population, the region and local governments can and do play a role in facilitating local homeless serving facilities and services, including through housing and social policies.

STRATEGIES:

Strategy 5.1

	the needs of homeless people in
	the region
Strategy 5.2	Promote measures that prevent at risk individuals from becoming homeless.
Strategy 5.3	Advocate to the provincial and



Expand housing options to meet



The Regional Steering Committee on Homelessness is a multistakeholder governance body that acts as the Community Advisory Board for disbursement of these funds. In the past, the RSCH also provided regional policy direction through the 2003 Regional Homelessness Plan, called Three Ways to Home. The Regional Steering Committee on Homelessness is engaged in broad discussion in consideration of its regional coordination role and resources.

ACTIONS:

Metro Vancouver, through its Regional Planning role, will:

- a. Advocate to senior levels of government and health authorities for 6,200 additional housing units with support as needed over the next 10 years for people who are homeless through a combination of purpose-built, dedicated subsidized buildings as well as scattered site units with rent supplements in the private market.
- b. Advocate to senior levels of government and health authorities to provide housing and support throughout the region that meets the needs of specific priority populations, such as housing specific to homeless youth, seniors, women, families, Aboriginal Peoples, people with mental health, addictions and/or other health issues, people with disabilities, francophones, the LGBT2Q population, newcomers and refugees.
- c. Advocate to health authorities and the provincial government for expanded mental health services as a means of preventing and reducing homelessness.
- d. With partners, explore the need for and feasibility of homelessness prevention strategies such as rent banks.
- e. Continue to deliver the federal Homelessness Partnering Strategy (HPS) through the Metro Vancouver HPS Community Entity.





Metro Vancouver HPS Community Entity will:

- f. Support the HPS Community Advisory Board in implementing a landlord engagement initiative to link homeless serving agencies in the community with landlords offering rental units in the private market.
- g. Conduct the tri-annual regional homeless count in partnership with Metro Vancouver municipalities and community organizations

Municipalities will, through plans, policies and programs:

- Ensure that housing action plans and/or homelessness plans include specific actions to be taken to facilitate partnerships to address homelessness.
- Work with non-profit housing providers and private landlords to facilitate suitable housing options for persons who are homeless.
- Support agencies that serve the needs of the homeless population in the community.

Proposed Provincial Government Actions:

- k. Provide capital/and or operating funding for transitional and supportive housing for the homeless and those at risk of homelessness.
- Increase the shelter component of income assistance on a regular basis to reflect the cost of living in Metro Vancouver.

Proposed Federal Government Actions:

 Provide capital funding for transitional and supportive housing for homeless persons.

Proposed Health Authority Actions:

- Provide operating funding for transitional and supportive housing for persons who are homeless and at risk of homelessness.
- Develop and implement mental health services with a goal of preventing homelessness.



IMPLEMENTATION AND PERFORMANCE MEASURES 3.3

(To be completed)

DEFINITIONS/GLOSSARY

Affordable Housing

Housing is considered affordable when monthly housing costs (rent or mortgage payments including property taxes, strata fees, and heating costs) consume less than 30% of before tax (gross) household income. Housing affordability concerns are invariably associated with households with low and moderate incomes as they cannot afford market rates.

Regional Median Household Income (RMHI)

The median regional household income, for all households, in 2010, based on the National Household Survey, was \$63,000. Low and low to moderate incomes are established relative to this amount.

Low Income Households

Low income households are those earning 50% or less of the regional median household income or below \$30,000 per year, as defined in *Metro* 2040, based on the 2011 NHS and updated from time to time.

Low-To-Moderate Income Households

Low to moderate income households earn between 50 and 80% of RMHI or between \$30,000-50,000 per year, as defined in *Metro 2040*, based on the 2011 NHS and updated from time to time.

Non-Profit Housing and Cooperative Housing

Social housing built under specific federal and provincial government housing supply programs from the 1960s to early 1990s with significant government subsidy. Social housing generally consists of a mix of low income rental units and market rental units, although some programs provided funding for 100% subsidized units. Many of these projects are still receiving ongoing funding from senior government until operating agreements expire.

Mixed Income Housing

Developed outside of senior government social housing programs, and usually employing a non-profit or cooperative structure. The operating model is a mix of market and low and low-to-moderate income rental units, with the former subsidizing the latter. Developing new mixed income housing today typically requires "free" land (ie in redevelopment situations, an existing site), donations, grants, low cost loans, and/or municipal incentives.

Housing Action Plan (HAP)

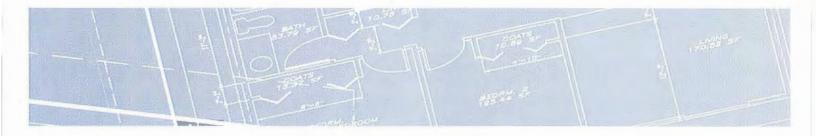
Municipal Housing Action Plans set out strategies and actions for meeting housing demand estimates in their jurisdiction. *Metro 2040*, the regional growth strategy, set out an expectation that municipalities would prepare these plans to guide local housing affordability actions.

Rental Assistance Program (RAP)

The provincial Rental Assistance Program provides eligible low-income, working families with cash assistance to help with their monthly rent payments. To qualify, families must have a gross household income of \$35,000 or less, have at least one dependent child, and have been employed at some point over the last year.

Shelter Aid for Elderly Renters (SAFER)

The provincial Shelter Aid for Elderly Renters (SAFER) program helps make rents affordable for BC seniors with low to moderate incomes. SAFER provides monthly cash payments to subsidize rents for eligible BC residents who are age 60 or over and who pay rent for their homes. BC Housing provides these subsidies to more than 17,000 senior households renting apartments in the private market, including singles, couples and people sharing a unit.



Purpose Built Market Rental Housing (PBMR)

These are privately initiated rental buildings with 3 or more units. In Metro Vancouver they consist primarily of 3 or 4 story wood frame walk-up style apartments and high rise buildings completed in the 1960s to 1980s using federal tax incentives available at the time.

Frequent Transit Network (FTN)

TransLink's transportation network where transit service runs every 15 minutes in both directions throughout the day and into the evening, every day of the week. It incorporates both rail and bus transit options. There is a current FTN and an FTN Concept.

Homelessness Partnering Strategy (HPS)

This program provides federal funding for designated communities to address homelessness according to certain funding parameters. It is administered at the local level by a Community Entity approved by the federal Government. Since 2000, the Metro Vancouver region has received \$8.2 million annually under the Homelessness Partnering Strategy (HPS) to invest in local solutions to homelessness. The 2014-2019 Homelessness Partnering Strategy program introduced the Housing First approach to addressing homelessness by primarily focusing funds on chronically and episodically homeless persons.

Regional Steering Committee on Homelessness (RSCH)

The Regional Steering Committee on Homelessness (RSCH) is a coalition of community organizations and all levels of government with a vision to eliminate homelessness in Greater Vancouver. Their mandate is to maintain, revise and implement the Regional Homelessness Plan; recommend projects for funding under the Homelessness Partnering Strategy; and develop a regional understanding of homelessness and its solutions.

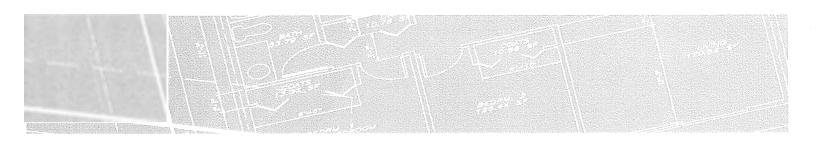
Regional Homelessness Plan (RHP)

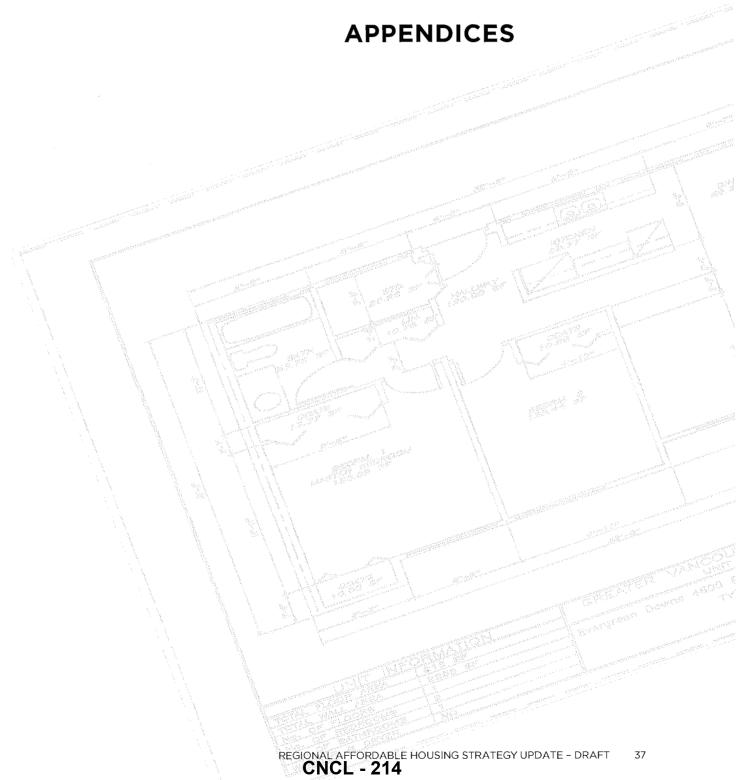
The RSCH updated the Regional Homelessness Plan in 2014. The goal of the Regional Homelessness Plan (RHP) is to end homelessness in the Metro Vancouver region. The plan focuses on three areas: housing, prevention and support, and capacity building. Progress towards the plan's goals is reviewed every three years, using indicators and targets established in the plan. It is in a draft stage, as an implementation plan has yet to be completed.

Homelessness Partnering Strategy (HPS) Community Entity (CE)

The Greater Vancouver Regional District (Metro Vancouver) is the Community Entity for the Homelessness Partnering Strategy. In partnership with the Greater Vancouver Regional Steering Committee on Homelessness (RSCH) and the Community Advisory Board (CAB), it manages the call for proposals process to allocate federal funding under the Homelessness Partnering Strategy. Investment priorities and recommended projects are determined by a Community Advisory Board comprised of government representatives and homeless service providers. In Metro Vancouver, the RSCH serves as the Community Advisory Board for HPS investments.







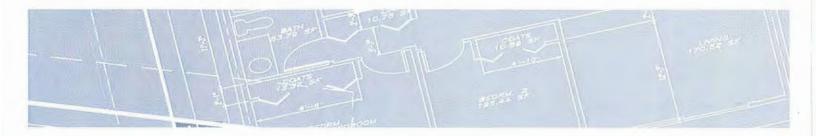


APPENDIX 1

METRO VANCOUVER 10 YEAR HOUSING DEMAND ESTIMATES BY MUNICIPALITY 2011-2021 NOTE: To be updated prior to adoption of the strategy

Municipality	Low income rental	Low to moderate income rental	Moderate and above - market rental	Total rental	Ownership	Total Demand
Burnaby	2,400	2,900	2,200	7,500	13,800	21,300
New Westminster	700	800	600	2,100	3,900	6,000
Langley City	300	300	200	800	1,500	2,300
Langley Township	1,400	1,700	1,200	4,300	7,900	12,200
Maple Ridge	800	900	600	2,300	4,300	6,600
Pitt Meadows	200	200	200	600	1,000	1,600
Coquitlam	1,700	2,000	1,500	5,200	9,600	14,800
Port Coquitlam	500	700	400	1,600	3,000	4,600
Port Moody	500	500	400	1,400	2,700	4,100
North Vancouver City	300	300	200	800	1,600	2,400
North Vancouver District	500	500	400	1,400	2,600	4,000
West Vancouver	200	200	100	500	900	1,400
Delta	400	400	300	1,100	1,900	3,000
Richmond	1,800	2,200	1,600	5,600	10,400	16,000
Tsawwassen First Nation	100	100	0	200	500	700
Surrey	5,600	6,800	4,900	17,300	32,100	49,400
White Rock	200	300	100	600	1,200	1,800
Vancouver	3,500	4,200	3,000	10,700	20,000	30,700
Electoral Area A	300	400	200	900	1,800	2,700
Metro Vancouver Total	21,400	25,400	18,100	64,900	120,700	185,600

Source: Metro Vancouver Metro 2040. Appendix A, Table A4. 2011. Based on 2006 Census data.



APPENDIX 2

ESTIMATION METHOD FOR RENTAL UNIT COMPLETIONS AS A SHARE OF HOUSING DEMAND 2011-2014 METRO VANCOUVER

Rental Demand = avg of *Metro 2040* annual rental demand estimates and actual increase in rental households between 2006 and 2011, on an annual basis, as reported by the 2006 Census and 2011 NHS.

TABLE 2A: RENTAL DEMAND ESTIMATES 2011-2014

Year	Total Rental Demand Metro 2040	NHS 2011-2006 Census Trend Estimate New Households	Average Rental Demand
2011	6,490	4,500	5,495
2012	6,490	4,500	5,495
2013	6,490	4,500	5,495
2014	6,490	4,500	5,495
Total 2011/14	25,960	18,000	21,980

Rental Supply = CMHC purpose built rental completions (including non-profit housing) less apartment demolitions, plus estimated rented condos plus rented secondary suites plus newly rented single detached/duplex/row houses These were allocated to income categories as follows.

TABLE 2B: RENTAL SUPPLY ESTIMATES 2011-2014

Household income categories	Supply estimate allocated to income categories 2011-2014	Estimated Supply 2011-2014
Low income rental (<50% RMHI) (<\$30,000/yr)	BC Housing new non-profit units created 2011-2014 (3,323)	3,300
Low to moderate income rental (50%-80% RMHI) (\$30,000-\$50,000/yr)	100% new rented secondary suites + 50% of suburban rented condos less 100% apt demolitions (=4799+1704-788)	5,700
Market rental (>80% RMHI) (\$50,000+/yr)	New PBMR less BC Housing new non profit units created plus 50% suburban rented condos + 100% new rented sfd/rows/duplexes and 100% Vancouver rented condos (4815 minus 3323 plus 1704+3460+4663)	11,300

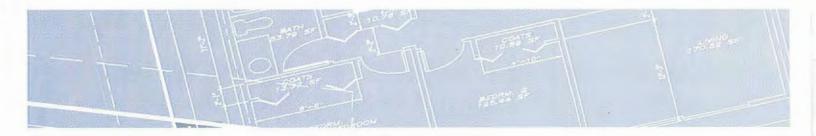
APPENDIX 2 - CONTINUED

TABLE 2C: ESTIMATE OF GAP BETWEEN SUPPLY AND DEMAND BY HOUSEHOLD INCOME CATEGORY

Household Income Categories	Estimated Rental Demand	Estimated Rental Supply	Gap (Supply- Demand) Categories
Low income rental (<50% RMHI) (<\$30,000/yr)	7,200	3,300	-3,900
Low to moderate income rental (50%-80% RMHI) (\$30,000-\$50,000/yr)	8,600	5,700	-2,900
Market rental (>80% RMHI) (\$50,000+/yr)	6,100	11,300	5,200
Total rental units	21,900	20,300	-1,600

TABLE 2D: RENTAL COMPLETIONS AS A SHARE OF ESTIMATED RENTAL DEMAND - BEFORE RENT SUPPLEMENTS

Household Income Categories	Estimated Rental Demand	Estimated Rental Supply	Completions as a share of Estimated rental demand
Low income rental (<50% RMHI) (<\$30,000/yr)	7,200	3,300	46%
Low to moderate income rental (50%-80% RMHI) (\$30,000-\$50,000/yr)	8,600	5,700	66%
Market rental (>80% RMHI) (\$50,000+/yr)	6,100	11,300	185%
Total rental units			93%

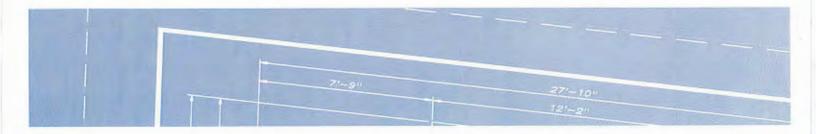


APPENDIX 2 - CONTINUED

TABLE 2E: WITH RENT SUPPLEMENTS

Household Income Categories	Est Rental Demand	Est Rental Supply	Completions As a Share of Est. Rental Demand	Additional Rent Supplements 2011-2014	Estimated Rental Supply - After Rent Supplements	Share of Estimated Rental Demand Met - After Rent Supplements
Low income rental (<50% RMHI) (<\$30,000/yr)	7,200	3,300	46%	2,700	6,000	83%
Low to moderate income rental (50%-80% RMHI) (\$30,000- \$50,000/yr)	8,600	5,700	66%	0	3,000	35%
Market rental (>80% RMHI) (\$50,000+/yr)	6,100	11,300	185%	Q	6,100	100%
Total rental units	21,900	20,300	93%		15,100	93%

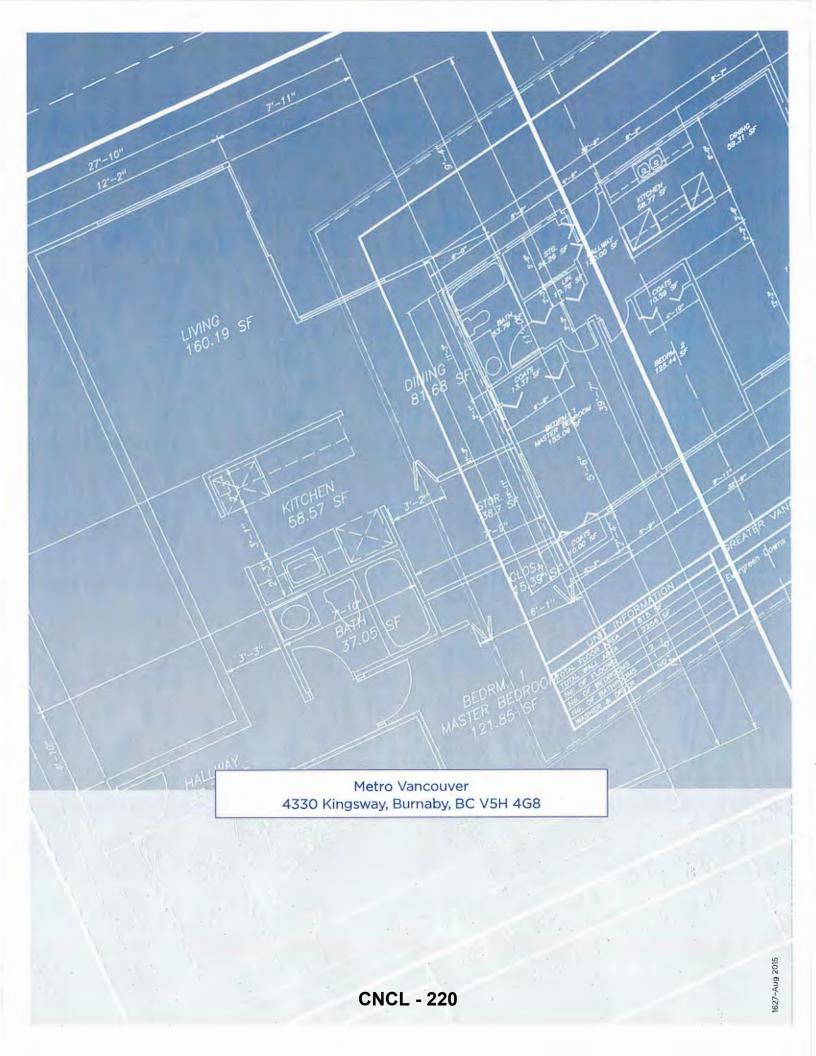
Note: Rent supplement figures provided by BC Housing. As of March 31, 2015, 15,175 Metro households received a rent supplement. Between 2011 and 2014, the provincial government increased the number of rent supplements by 2,700 in Metro Vancouver.



APPENDIX 2 - CONTINUED

TABLE 2F: SUMMARY

	Before rent	supplements	With rent supplements	
Household Income Categories	Gap Between Estimated Demand And Completions	Completions As A Share Of Est. Rental demand	Additional Rent Supplements 2011-2014	Share Of Estimated Rental Demand Achieved
Low income rental (<50% RMHI) (<\$30,000/yr)	-3,900	46%	2,700	83%
Low to moderate income rental (50%-80% RMHI) (\$30,000-\$50,000/yr)	-2,900	66%	0	35%
Market rental (>80% RMHI) (\$50,000+/yr)	5,200	185%	0	185%
Total rental units	-1,600	93%		93%





Summary of June 26, 2015 RAHS Workshop Major Concerns

Little new rental supply and impact of rent supplement programs

Committee members expressed virtually unanimous support for an expanded provincial and/or federal role in providing tax incentives for new purpose built rental housing, continuation of subsidy for low income households in non-profit and cooperative housing with expiring operating agreements, enhanced funding for transitional and supportive housing for the homeless or those at risk of homelessness and provincial and Health Authority health and mental health care actions to prevent and address homelessness. In addition, some members expressed concern about current rent supplement programs, stating that they do not increase the supply of affordable rental or market rent housing, they could exacerbate already low vacancy rates, and potentially have inflationary effects on rental rates. The need, instead, is for additional rental supply that is affordable to low and moderate income households.

Response:

The number of rent supplements provided by the provincial government is growing, adding to demand, and few new purpose built rental units, affordable or market, have been built or are under development. The most recent Rental Market Report from CMHC for Spring 2015 indicates a downward trend in rental vacancy rates from 1.8% in 2014 to 1.4% in 2015 and rising rental rates in Metro Vancouver (5.5% year over year). In addition to valid concerns raised by Committee members about the impact of rent supplement programs, there is also growing concern about the loss of existing, more affordable, purpose built rental housing to demolition for condominium development, and the potential for the withdrawal of rental units for AirBnB use and other forms of temporary rentals.

 The Draft RAHS focuses on the rental housing supply and contains several actions for the provincial government in respect of additional funding for low and moderate income rental housing.

Attention to home ownership versus rental tenure: Some Committee members considered the strategy needs more emphasis on homeownership affordability, given that ownership housing comprises 70% of the regional housing stock. The lack of diversity of ground-oriented entry-level homeownership options is of particular concern in terms of affordability and suitability for families. This was countered by the view that given limited municipal resources, municipal actions should be focused on the parts of the housing continuum that are not working as well, the rental market, with its continued low vacancy rate.

Response: While the ownership market is performing well in most parts of the region, and supply is on track to meet estimated demand overall, ground-oriented ownership alternatives at prices affordable to the average homebuyer are in short supply. Exploring if regulatory or zoning barriers are present and identifying best practices would be a good first step in exploring how to facilitate this type of housing. The Regional Affordable Housing Strategy addresses this issue through Goal 1: Expand the Supply and Diversity of Housing to Meet a Variety of Needs with a number of regional and municipal actions. The draft has been enhanced in several ways:

• Additional reference to home ownership affordability concerns in Part One - the introduction and context setting part of the Strategy.

- Language incorporates a wider variety of housing forms/tenures and governance models such as cooperatives, co-housing etc.
- Changing the wording of Goal 3 from "Meet the housing demand estimates for low and moderate income "renters" to low and moderate income "earners".

Impact of foreign ownership, vacant homes and speculation: A related issue and a topic of public anxiety, members were concerned that the strategy did not address this topic adequately. Goal 1 Action 1d. iv "Convene a regional working group to obtain data to better understand the drivers of housing demand in the region" was included in the March 30 2015 draft. The invited speaker Dr. David Ley noted that real estate investment is now detached from immigration, that high net wealth individuals are influencing the market and that cooling measures might be in order. Some members noted that while this may be true, the market would not address rental housing need for low and moderate income earners, even in the absence of foreign investment, so that local government focus on this part of the continuum makes sense. Some members suggested exploring opportunities to harness global investment trends to benefit Metro Vancouver, for example, to expand the rental and affordable housing supply. This approach merits further consideration.

Response:

Objective data is needed to confirm the validity of these concerns. Several actions in RAHS address this issue.

- 1e. Advocate to provincial and federal government for collection and reporting of reliable data about the sources ad nature of regional housing demand. If warranted advocate for measures to counteract adverse impacts of external demand, vacant units and/or speculation.
- 1f. Request that senior governments identify how foreign investment could be directed to improve the affordability of the Metro Vancouver housing market, for example, through investment in new purpose built rental housing, or by directing additional fees and taxes towards housing affordability.

Inclusionary housing policies near transit, and TransLink Project Partnership Agreements: Some members expressed unease about TransLink's plans to require and implement these agreements as proposed in the *Mayors Vision*, citing uncertainty about what will be asked of municipalities, and TransLink's ability to implement such agreements given lack of control of airspace. In addition, Project Partnership Agreements would not necessarily be applicable in all municipalities, such as in those municipalities with an already well-developed transit infrastructure. It was recommended that the language used in this action be more general.

Response: Reference to inclusionary housing goals in Project Partnership Agreements remains, but added is a reference to other types of agreements. The *principle* of inclusionary goals for purpose built rental and mixed income rental near transit is retained as it is fundamental to the success of the strategy. It responds to the concern expressed by Dr. David Ley that transit oriented development can be a double edged sword without active policies to ensure the retention, and/or inclusion of new purpose built rental housing and/or mixed income housing affordable to low and low to moderate income households in these locations where the combined housing and transportation cost burden can be minimized.

Enhanced role for MVHC in redevelopment and development of mixed income housing: The draft RAHS has specific actions under Goal 3 for MVHC to embark upon a new program of site

redevelopment and potentially new development, as mortgages expire on its properties. Specifically:

- 3g. Work with municipal partners to identify Metro Vancouver Housing Corporation sites for redevelopment at higher density to increase the supply of mixed income non-profit rental housing, providing that suitable municipal incentives and/or other funding is available.
- 3h. Explore the sale of surplus or underutilized MVHC sites with proceeds reinvested into other sites that offer greater opportunity to supply more affordable housing units.
- 3j. Explore with municipalities opportunities on municipal sites for expanding the supply of mixed income non-profit rental housing.

One such project has been initiated and others are contemplated. Committee members generally supported these actions but noted that there are some missing details about how the funding will work without senior government subsidy and what will be asked of municipalities. Some members noted that there could be an opportunity for MVHC to increase the rate of development if additional revenues could be found, from an unspecified source.

Response:

Discussions have been occurring at a staff level with RPAC and RPAC's Housing Subcommittee on criteria for evaluating potential MVHC sites for redevelopment throughout the region, and what MVHC would be seeking from member municipalities in terms of incentives to facilitate such redevelopment. These include additional density, parking relaxations, fee waivers and fast track approval processes. The MVHC Board is considering a separate report on this matter Sept 11, 2015.

Other changes:

- Removed some repeated MVHC actions that fell under both Goal 2 and Goal 3, so that the
 actions appear only once, under Goal 3.
- Moved Goal 3 Action 3b "Offer workshops/seminars/speakers on housing topics of common concern" to Goal 1 where it applies most broadly.
- Added to Goal 2 measures advocated by FCM:
 - 2s. Institute a new direct lending program with affordable rates for purpose built rental housing as advocated by the Federation of Canadian Municipalities (FCM).
 - 2t. Offer an Eco-energy Tax Credit to encourage small apartment building owners to invest in eco-energy retrofits as advocated by FCM.
- Removed Goal 1 Action 1.s: "Create a provincial housing seniors housing policy framework to plan for and fund suitable housing for a growing seniors population." Goal 1f covers many populations, not just seniors.
- Added an action under Goal 5:
 - 5c. Advocate to health authorities and the provincial government for expanded mental health services as a means of reducing homelessness.



Report to Committee

To:

Planning Committee

Date:

January 4, 2016

From:

Cathryn Volkering Carlile

General Manager, Community Services

File:

01-0100-30-RCSA1-

01/2016-Vol 01

Re:

RCSAC 2015 Annual Report and 2016 Work Program

Staff Recommendation

That the Richmond Community Services Advisory Committee's 2016 Work Program be approved.

Cathryn Volkering Carlile

aleaelel,

General Manager, Community Services

Att. 3

REPORT CONCURRENCE

CONCURRENCE OF GENERAL MANAGER

LUCLULU

REVIEWED BY STAFF REPORT /
AGENDA REVIEW SUBCOMMITTEE

APPROVED BY CAO

Staff Report

Origin

The mandate of the Richmond Community Services Advisory Committee (RCSAC) is to encourage and promote social policies and community services that contribute to the well-being and quality of life of Richmond residents, and to develop the capacity of the community service sector.

While an advisory body, the RCSAC is only partially a City-appointed committee (i.e. only two citizen representatives are Council-appointed). The City supports the RCSAC by providing an annual operating budget, a Council Liaison and a Staff Liaison.

This report presents the RCSAC 2015 Annual Report (Attachment 1) and proposed 2016 Work Program (Attachment 2). 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.

- 2.2. Effective social service networks.
- 2.3. Outstanding places, programs and services that support active living, wellness and a sense of belonging.

Analysis

RCSAC Charter

As indicated in the RCSAC Charter (Attachment 3), the mission of this advisory committee is "to encourage and promote those social policies and community services which contribute to the general health, welfare and quality of life of the residents of Richmond, and to increase interagency relations and cooperation in order to enhance community capacity". Their mandate is described in the attached Charter as

Section A

The RCSAC shall advise Richmond City Council and may, in consultation with City Council, make representations to other policy-making bodies on the following:

- 1. Policies that encourage cooperative planning and delivery of community services to ensure optimum efficiency and effectiveness;
- 2. Social issues/concerns that have an impact on community services, special needs groups and the quality of life in the community;
- 3. Community impact of governmental changes to policies and/or programs affecting Richmond's community services; and

4. Any other matters that may be referred by Richmond City Council, RCSAC member groups and the community at large.

Section B

1. Coordination of activities and information sharing between the voluntary and public sector.

The RCSAC also has separate "Operating Policies and Procedures" describing membership, structure and procedures.

2015 Annual Report

Highlights of the 2015 RCSAC Work Program, based on Council Term Goals (2010 – 2014) (Attachment 1) include:

- Completion of the annual Social Services and Space Needs Survey exploring funding changes and space needs, with results presented to Planning Committee in September 2015;
- Communication Tools sent to Council regarding the 2013/2014 RCSAC Social Services and Space Needs Survey, the Richmond Youth Media Lab, Adult Basic Education and the BC Rent Supplement Survey;
- A report and Communication Tool regarding "Municipal Responses to Child/Youth Poverty" prepared for presentation to Planning Committee in 2016; and
- Continued participation by RCSAC member agencies in community initiatives, tables and consultations, including the Richmond Homeless Coalition, Richmond Children First and the Richmond Poverty Response Committee (see Attachment 1 for further information).

2016 Work Program

Council Term Goals (2014 - 2018) have been used to form the basis of RCSAC 2016 activities. In addition to responding to Council requests as they arise, highlights of the RCSAC's 2016 plans (Attachment 2) include:

- Hosting an information sharing meeting with Richmond MLAs;
- Completing an annual and multi-year analysis (last three years) of Community Social Services and Space Needs Survey results;
- Updating an inventory of community-based tables and committees relevant to social services;
- Working collaboratively with other Richmond organizations to provide information regarding affordable housing needs, including participating in the consultation phase of the Affordable Housing Strategy Update;
- Providing information to Council regarding the impact of Federal and Provincial policy and funding decisions on Richmond services;
- Supporting food security initiatives; and

• Continuing to apprise Council of matters affecting community agencies and Richmond residents.

2016 Budget

The 2016 RCSAC budget no longer allows for funding special projects and surveys as these initiatives were funded from a surplus that has since been depleted. An example of a special project undertaken by the RCSAC is the Municipal Responses to Child/Youth Poverty Report, whereby a research assistant was paid an honorarium to prepare the document. Meeting expenses have also risen due to increasing membership.

The RCSAC has instituted cost-saving measures, including reducing their IT consultation website and meeting expense budgets. While no special projects have been identified to date, the RCSAC would like to continue to have funds available for special projects and survey costs to continue their annual social services and space needs survey. As a result, at the September 2015 General Meeting, the RCSAC resolved to request a \$2,000 increase to their annual \$11,000 operating grant. As the 2016 City budget process was already underway, this request for an increase to the RCSAC operating grant will be put forward for consideration in the 2017 budget cycle.

Financial Impact

The RCSAC operating budget reflects the existing funding plan, as budgeted. An additional level request of \$2,000 will be submitted for consideration in the 2017 operating budget.

Conclusion

The RCSAC 2016 Work Program is designed to reflect a number of Council Term Goals (2014 – 2018) and address emerging issues impacting the community. The RCSAC will continue to support the community service sector by fostering collaborative working relationships, networking opportunities and information exchange. The RCSAC thereby plays a vital role in sustaining and enhancing the social well-being of Richmond residents.

Lesley Sherlock

Planner 2

(604-276-4220)

Att. 1: RCSAC 2015 Final Report

2: RCSAC 2016 Work Plan and Budget

3: RCSAC Charter



2015 Final Report

2015 RCSAC Executive Committee Report

2015 Executive Committee Membership:

Daylene Marshal, Richmond Youth Services Agency Co-Chair Alex Nixon, Richmond Food Bank (from March 2015) Co-Chair Colin Dring, Richmond Food Security Society (to January 2015) Co-Chair Lisa Whittaker, Family Services of Greater Vancouver Treasurer Hamid Ghanbari, Citizen Appointee Member-at-Large Member-at-Large De Whalen, Richmond Poverty Response Committee Councillor Derek Dang City Council Liaison City Staff Liaison Lesley Sherlock

Results of Executive Elections at the November 12, 2015 Annual General Meeting

As documented in the RCSAC Operating Policies and Procedures, members on the executive, with the exception of the Co-Chair positions, hold their positions for a period of one year. Elections are held at the November Annual General Meeting (AGM) to elect/re-elect committee members to their respective executive roles. The results of the elections were:

Co-Chair Daylene Marshal, Richmond Youth Services Agency (2nd year)

Co-Chair Alex Nixon, Richmond Food Bank (2nd year)
Treasurer Rick Dubras, Richmond Addiction Services Society
Members-at-Large De Whalen, Richmond Poverty Response Committee

Lisa Whittaker, Family Services of Greater Vancouver

Cathy Chiu, Salvation Army

There was significant turnover with the executive leadership and staff in 2015. Colin Dring, the co-chair, left his position at Richmond Food Security Society at the end of January and then resigned as co-chair. Debbie Chow, the RCSAC executive secretary, resigned in March. To fill these roles, Alex Nixon was appointed as co-chair and Jennifer Dieckmann was hired as executive secretary.

In spite of the challenges due to this turnover, RCSAC was very productive at identifying issues facing Richmond and advising City Council.

Executive Committee Summary of 2015 Activities:

Membership

- Membership increased in 2015 as Community Living BC, Richmond Division of Family Practice, and Richmond Therapeutic Equestrian Society joined the RCSAC
- There were two Citizen Appointee positions: Hamid Ghanbari and Ihsan Malik.

RCSAC Action Groups

The RCSAC does not have standing sub-committees, but rather has ad hoc, time-limited action groups to address specific concerns or accomplish specific tasks. The following action groups were active in 2015:

- Addictions and Mental Health
- Adult Basic Education
- BC Rent Subsidies
- Hoarding and Seniors with Alzheimers
- Municipal Responses to Poverty
- Social Services and Space Needs Survey
- VCH and Richmond Health Services

Action Group Reports

Addictions and Mental Health; Hoarding and Seniors with Alzheimers; VCH and Richmond Health Services

These action groups merged with the Homelessness Coalition Outreach Working Group and will be reporting out accordingly.

Adult Basic Education

Membership: Rick Dubras, Monica Pamer, and De Whalen

Mandate: The committee investigated the withdrawal of Adult Basic Education (ABE) funding and its impact on Richmond residents. Previously, the Richmond School District registered an average of 198 graduated adults per year; with the cost increasing from \$0 per course to \$550 per course, the number of adults has plummeted. This cost increase will impact community services as low-income individuals and families will require community services for longer because of the financial barrier to advancing education and thereby qualifying for employment, or better employment opportunities.

Activities: RCSAC submitted a communication tool to City Council, presented to the November 3, 2015 Planning Committee, recommending that the City of Richmond advocate to the Provincial government for restoring ABE funding.

BC Rent Subsidies

Membership: Janice Lambert, De Whalen, and Jocelyn Wong

Mandate: RCSAC formed this committee in response to questions posed by the Hon. Linda Reid, Speaker of the Legislature and MLA of Richmond East, at the MLA forum in March 2015. The committee surveyed RCSAC members about the accessibility and usage of BC Rent Subsidy programs SAFER and RAP.

Activities: RCSAC submitted to City Council a communication tool recommending the City of Richmond share this report with the Hon. Linda Reid and advocate to the Provincial Government and its Ministers for an increase in the income ceiling for both programs. This Communication Tool will be presented to Planning Committee in the first quarter of 2016.

Municipal Responses to Child/Youth Poverty

Membership: Lynda Brummitt, Jennifer Larsen, Daylene Marshall, Brian Wardley, and De Whalen

Mandate: RCSAC commissioned a report researching and comparing municipal responses to child/youth poverty in the Metro Vancouver region. The committee developed an executive summary and recommendations based on the report.

Activities: The report and committee recommendations will be submitted to City Council in the first quarter of 2016.

Social Services and Space Needs Survey

Membership: Rick Dubras, Daylene Marshall, Alex Nixon, De Whalen, and Lisa Whittaker.

Mandate: The RCSAC formed this committee to combine the two surveys (social services and space needs) previously commissioned by the RCSAC and then report on the results. The committee hired Theresa Thomas, a research assistant, to compile and analyze the results of the 2014 combined survey. The survey showed funding cuts and increased demands have made maintaining services difficult for Richmond agencies. Finding space that meets agency needs while being both affordable and accessible has also been a challenge for Richmond social service agencies.

Activities: RCSAC submitted a communication tool to City Council and will be surveying RCSAC members again in 2016.

Communications with the City of Richmond

As mentioned above, the RCSAC sent several communication tools to City Council to advise them on issues impacting Richmond's citizens and Community Services:

- Adult Basic Education Courses No Longer Free Communication Tool
- BC Rent Supplement Survey for Richmond Residents Communication Tool
- Report from Richmond Addictions Services Society and Richmond Media Lab Communication Tool
- Social Services and Space Needs Assessment Communication Tool
- Vulnerable community members and the Richmond Homelessness Coalition Working Group Communication Tool

Presentations

Community organizations presented to RCSAC at almost every RCSAC meeting on issues and topics vital to Richmond's community services. The organizations and topics include:

• January: Kwantlen- Career Choices and Life Success

• February: BC Responsible and Problem Gambling Awareness Week

• March: VCH- Accessing Health Services - Health Care 101

• April: What's Up Richmond Website

City of Richmond- Affordable Housing Strategy Update

Caring Place- BC Societies Act Update

• May: BC 211

• June: Walk Richmond and VCH Richmond Community Health Profile

September: Richmond School DistrictOctober: Richmond Family Place

November: Richmond Division of Family Practice- A GP For Me

Financial

A 2015 financial report and proposed 2016 budget was drafted by the Treasurer and approved by the membership at the RCSAC's November AGM.

The RCSAC has continued to operate without an increase in the City Grant for five years, despite the added financial pressures due to increasing membership (from 33 members in 2011 to 39 members in 2015). For 2016, the RCSAC is reducing meeting and website expenses. However, RCSAC will need to have increased funding if it is to continue to effectively advise City Council. At the September 10, 2015 General Meeting, the RCSAC membership approved a motion to request an additional \$2,000 for the 2017 budget year.

The 2016 Work Plan was approved at the November 12, 2015 RCSAC General Meeting as a working document that will be revisited throughout the year and revised as necessary.

RCSAC 2015 Membership

Organization	Representative(s)
Voting Members	
Avia Employment Centres	Nicole Smith
BC Responsible and Problem Gambling	Jenn Fancy de Mena
Boys and Girls Club of South Coast BC	Jason Lee
Chimo Community Services	Diane Sugars
City Appointee	Hamid Ghanbari
City Appointee	Ihsan Malik
Community Living BC	George Sartori
Developmental Disabilities Association	Donna Cain
Family Services of Greater Vancouver	Lisa Whittaker
Heart of Richmond AIDS Society	Brian Wardley
Individual Member	Jennifer Larsen
Pacific Community Resource Services	Leslie Martin
Pathways Clubhouse Richmond	Dave MacDonald
RCMP Richmond	Constable Heather Hall
Richmond Addictions Services Society	Rick Dubras
Richmond Cares, Richmond Gives	Jocelyn Wong
Richmond Caring Place Society	Sandy McIntosh
Richmond Children First	Helen Davidson
Richmond Centre for Disability	Ella Huang
Richmond Division of Family Practice	Denise Ralph
Richmond Family and Youth Court Committee	Neelu Kang Dhaliwal
Richmond Family Place Society	Janice Lambert
Richmond Food Bank Society	Alex Nixon
Richmond Food Security Society	TBD
Richmond Mental Health Consumer & Friends Society	Barb Bawlf
Richmond Multicultural Community Services	Parm Grewal
Richmond Poverty Response Committee	De Whalen
Richmond School District #38	Monica Pamer
Richmond Seniors Advisory Committee	Corisande Percival-Smith
Richmond Society for Community Living	Janice Barr
Richmond Therapeutic Equestrian Society	TBD
Richmond Women's Resource Centre	Florence Yau
Richmond Youth Service Agency	Daylene Marshall
Salvation Army (Richmond)	Kathy Chiu
S.U.C.C.E.S.S.	Francis Li
Touchstone Family Services	Judy Valsonis
Turning Point Recovery Society	Ted Paxton
Vancouver Coastal Health	Belinda Boyd
Vancouver Transit Police	Inspector Wendy Hawthorne
Non-Voting Members	
Council Liaison	Derek Dang
Staff Liaison	Lesley Sherlock

2015 RCSAC Work Plan Results

For the 2015 year, the RCSAC continued to link its annual work plan initiatives to the Richmond City Council Term Goals. The 2015 Work Plan was designed to provide Council with advice to support Council's Goal Statement for Community Social Services:

To develop and implement an updated social services strategy that clearly articulates and communicates the City's roles, priorities and limitations with respect to social services issues and needs.

Within this goal statement, the RCSAC focused on providing advice on Council's following priorities that were scheduled for implementation in 2015.

The RCSAC also highlighted several other areas to work towards in 2015 to ensure committee stability and to improve Community Agency engagement.

RCSAC further advised Richmond City Council by providing feedback on their Term Goals through two sessions at General member meetings.

Council Term Goal 2.1

Completion of the development and implementation of a clear City social services strategy that articulates the City's role, priorities and policies, as well as ensures these are effectively communicated to our advisory committees, community partners, and the public in order to appropriately target resources and help manage expectations.

Objectives

In conjunction with City Council and staff, establish methods for ongoing identification of service needs based on feedback of RCSAC members and the ongoing utilization of these services.

Proposed Actions

- Determine the need for further service gaps analysis in service areas additional to Addictions and Mental Health.
- Build on success of Mental Health and Addiction services wallet card. Determine potential need for other similar service cards in the community.
- Continue to implement RCSAC Community Social Services Survey. Identify to Council changes in social service programs and corresponding funding structures that will have impact to the City of Richmond
- Complete a multi-year analysis of Community Social Services Survey results
- Support initiatives that reduce barriers to accessing services

Anticipated Outcomes/Indicators of success

- Community Social Services Survey and Report Completed
- Communication Tools to Council as appropriate
- Final report on successful actions completed

2015 Activities

- Community Social Services and Space Needs Survey updated, completed and results sent to City Council. Loss of services for seniors and youth, as well as ongoing need for program and office space for community agencies were identified as key issues.
- Working group formed to address issues of Hoarding and Alzheimer's with Seniors
- Working Group and Report Completed on barriers for Adult Basic Education
- Working Group and Report Completed on Municipal Responses for Child and Youth Poverty

Council Term Goal 2.2

Completion of an updated Older Adults Service Plan to address the growing needs of older adults in the community, including services and facilities for active older adults, the development of a volunteer base to serve the older adult population, as well as to provide opportunities for volunteering for this population

2015 Activities

• Councilor Dang brought a draft of the Seniors Service Plan to the committee for feedback. Several members were already involved in this process through their work with seniors.

Council Term Goal 2.3

Clarification of the City's role with respect to providing or facilitating the securing of space for non-profit groups.

Objectives

• The RCSAC continues to be active in working with the City to identify changes in space needs by non-profit societies within Richmond

Proposed Actions

- Inclusion of space needs in Community Social Services Survey
- Reports to RCSAC as needed
- Communication Tool to Council about Survey results

Anticipated Outcomes/Indicators of Success

- Space results compiled from the Community Needs Assessment Survey
- Communication Tool presented to Planning Committee
- Final report on successful outcomes completed

2015 Activities

 Space Needs Survey was completed and a Communication Tool presented to September 22, 2015 Planning Committee. RCSAC Co-Chairs discussed potential solutions with Planning Committee members.

Council Term Goal 2.4

Initiation of a strategic discussion and ongoing dialogue with the City's MLAs and MPs to ensure better representation of Richmond's needs in Victoria and Ottawa for social services issues and the related effects of downloading.

Objectives

• To provide Council with information re: impact of provincial and federal funding decisions on social services agencies

Proposed Actions

- Completion of annual Community Social Services Survey and Report provide information to Council on provincial and federal funding decisions that may affect the delivery of social services in Richmond
- Contribute to and update as needed multi-year analysis of Community Social Services Survey
- Membership will submit Communication Tools regarding changes in relationships with federal and provincial government

Anticipated Outcomes/Indicators of Success

- Communication Tools submitted as appropriate
- Community Social Services survey completed and report submitted to Council
- Final report on successful outcomes completed

2015 Activities

- MLA Linda Reid attended RCSAC Meeting in March 2015
- MLAs invited to Information Session in December 2015 (postponed to June 2016)
- Communication Tools to City Council recommending advocating to the Provincial Government to reinstate funding for Adult Basic Education, presented to November 3, 2015 Planning Committee, and for a BC Poverty Reduction Plan (for presentation to Planning Committee in the first quarter of 2016).

Council Term Goal 2.5

Development of a clearer definition of affordable housing priorities and subsequent utilization of affordable housing funding.

Objective

- Continue to support the implementation of an Affordable Housing Strategy
- Support implementation of the Affordable Housing Strategy Update

Proposed Actions

- Work collaboratively with Richmond Homeless Coalition –Homes for All, Richmond housing organizations, advocates and the City to identify and highlight affordable and supportive housing needs and projects in Richmond.
- Work collaboratively with Richmond housing organizations and advocates to draft regular communication, which highlights housing needs and projects, to City Council and staff.

Anticipated Outcomes/Indicators of Success

- RCSAC Action Team formed as required
- Communication Tool to Council as appropriate
- Regular updates presented to RCSAC General Committee meeting
- Final report to RCSAC and Council on successful outcomes completed

2015 Activities

- Affordable Housing Coordinator and Planner presented the Affordable Housing Strategy Update in April 2015
- Working Group formed and Report and Communication Tool prepared on BC Rent Supplements (for presentation to Planning Committee in first quarter of 2016).

Council Term Goal 2.6

Development of an updated youth strategy to address the needs and to build on the assets of youth in the community.

Objective

- To participate as requested in the development of the Youth Strategy
- To continue to support and ensure updating of the RCSAC Youth web page to provide a onestop access for activities and events of interest to youth in the community

Proposed Actions

- Continue to work with existing community-based youth committees
- Engage youth volunteers to ensure youth web page is regularly updated
- Provide training in Joomla for maintenance of youth page
- · Communication Tools to Council as appropriate

Anticipated Objectives/Indicators of Success

- Continued engagement of youth volunteer and youth website "What's Up Richmond" completed and regularly updated
- Communication Tools developed
- Final report on successful outcomes completed

2015 Activities

- Developed the Municipal Responses to Child and Youth Poverty Report
- Youth action group reported to the RCSAC on status of youth website in April 2015
- Youth Website What's Up Richmond (WURd) was launched summer 2015 http://www.whatsuprichmond.ca/

Council Term Goal 7.2

Develop a plan to ensure the provision of public facilities and services keeps up with the rate of growth and changing demographics of the community (families, older adults, increasing cultural diversity), particularly in the City Centre.

Objectives

 The RCSAC continues to support and work with the Richmond Children's First committee on their City Centre Early Childhood Development Report

Proposed Actions

 RCSAC follows up as appropriate on Communication Tool sent to Council in December 2012 on Richmond Children First's City Centre Early Childhood Development Report

Anticipated Outcomes/Indicators of Success

- Regular reports from Richmond Children First at RCSAC
- Communication Tools to Council as appropriate

2015 Activities

- Developed the Community Space Needs Survey, collated and presented the results to September 22, 2015 Planning Committee
- RCSAC received regular reports from Richmond Children First

Council Term Goal 8.2

Continue to advocate for a coordinated regional approach to enhance local food security for Richmond and the region through policy development initiatives such as community farms.

Objectives

- The RCSAC will examine issues of food security and its inter-relation to community and social services in Richmond (e.g. intersection of food with physical and mental health, disease prevention, emergency food relief)
- Support the City as it advocates for a coordinated regional approach to enhance local food security
- Support the development of a food security action plan for the City of Richmond

Proposed Actions

- Action teams formed as necessary to meet objectives
- Potential food security gap analysis undertaken
- Communication Tool developed for Council

Anticipated Outcomes/Indicators of Success

- Presentation from Richmond Food Security on final Food Charter
- Action team formed
- Communication Tools to Council completed as appropriate
- Final report on successful actions completed

2015 Activities

Due to a RCSAC member from Richmond Food Security Society (RFSS) leaving his position, this area was not addressed during the 2015 term of RCSAC. A new RFSS Executive Director plans to join the RCSAC in 2016.

Additional RCSAC Work Plan Activities

Objectives

- To increase connections within RCSAC members
- To increase information and opportunities RCSAC members can access to plan and promote community and social service events and activities
- To review and broaden the membership of RCSAC and encourage organizations providing community and social services in the Richmond community to join
- To increase administrative efficiency for RCSAC

Proposed Actions

- Maintain Community Table/Committee Inventory and provide update to Council in 2015 final report
- Continue to develop members only log-in section on RCSAC website so members can access minutes, agendas, reports etc.
- Support on-going updates to the RCSAC website
- Form an action team to review RCSAC membership and determine which organizations will receive an invitation to learn more about the RCSAC

Anticipated Outcomes/Indicators of Success

- Members only log-in page continue to be enhanced and utilized by members
- Website utilization continues to be increased. Increased number of webpage hits
- Increased number of events and program information posted to website
- Potential new memberships joining the RCSAC
- Report on successful outcomes completed

2015 Activities

- Maintained the Community Committees and Tables list
- Increased RCSAC membership

RCSAC 2015 Financial Statement

	2015 - January 1 to December 31
Balance Projected to be brought Forward	\$1,889.40
Revenue	
City of Richmond	\$11,000.00
Membership Dues	\$1,400.00
Bank Interest	\$4.00
Sponsorship	
Total Revenue	\$14,293.40
Expenses	
Admin Assistant	\$10,000.00
Admin Expenses	\$100.00
Forums/Meetings	\$1,600.00
Website + IT	\$1,100.00
Website Training/Calendar	\$1,100.00
Post Box Renewal	\$158.00
Volunteer Appreciation	\$250.00
Sub- Committee/printing/events	
Total Expenses	\$14,308.00
Total Balance	-\$14.60



2016 Work Plan and Budget

2016 Draft RCSAC Work Plan

For 2016, the RCSAC has chosen to link its annual work plan initiatives to the new Richmond City Council Term Goals. The 2016 Work Plan is designed to provide Council with advice to support Council's Goal Statement for a Vibrant, Active and Connected City: effective social service networks and other Council Term Goals that impact social services and the clients of RCSAC member agencies.

The RCSAC will prioritize responding to Council requests as they arise throughout the year, and provide advice on the following Council Term Goals in the following RCSAC initiatives scheduled for implementation in 2016.

Goal 1: A Safe Community

1.4 Effective interagency relationships and partnerships

Objectives

- To respond to Council requests for advice regarding community safety matters
- To provide a forum for Social Service Providers, Council Liaisons and City Staff, Citizen
 Appointees and Individual Members to collaborate, share, network and learn from one another,
 as well as from guest presenters from the City and community
- To identify, advise and provide recommendations to City Council and staff of trends, gaps and needs of our community

Proposed 2016 Actions

- Participate in City consultations regarding community safety
- Continuing to implement the RCSAC Community Social Services and Space Needs Survey.
 Advise Council if changes in social service programs and corresponding funding structures will impact the City of Richmond
- Invite guest presenters to educate the RCSAC on topics relevant to Social Service providers and their clients
- Determine the need for further service gaps analysis in service areas in addition to Addictions and Mental Health
- Build on the success of the Mental Health and Addiction services wallet card. Determine potential need for other similar service cards in the community
- Complete a multi-year analysis of Community Social Services Survey results (2014 2016)
- Support initiatives that reduce barriers to accessing services in the community

- Advice provided to Council regarding community safety matters
- Community Social Services and Space Needs Survey and Report Completed
- Communication Tools to Council as appropriate
- Final report on successful actions completed

Goal 2: A Vibrant, Active, and Connected City

2.2 Effective social service networks

Objectives

- To increase connections within the RCSAC membership
- To increase information and opportunities for RCSAC members to plan and promote community and social service events and activities
- To review and broaden the membership of the RCSAC and encourage organizations providing community and social services in the Richmond community to join.
- To increase administrative efficiency for RCSAC

Proposed 2016 Actions

- Maintain the Community Table/Committee Inventory and provide an update to Council in the RCSAC 2016 Annual Report
- Continue to develop members only log-in section on the RCSAC website so members can access minutes, agendas, reports etc.
- Support on-going updates to the RCSAC website
- Form an action team to review membership and determine organizations to receive invitation to learn more about the RCSAC

Outcomes/Indicators of Success

- RCSAC website members-only log-in page continues to be enhanced and utilized by members
- RCSAC website utilization continues to increase. Increased number of webpage hits.
- Increased number of events and program information posted to the RCSAC website
- Potential new memberships joining the RCSAC
- Report on successful outcomes completed and included in the RCSAC 2016 Annual Report

Goal 3: A Well-Planned Community

3.4 Diversity of housing stock

Objective

- Continue to support the implementation of the Affordable Housing Strategy
- Advise Council regarding the Affordable Housing Strategy Update

Proposed 2016 Actions

Participate in the Affordable Housing Strategy Update consultations

- Work collaboratively with the Richmond Homeless Coalition –Homes for All, Richmond housing organizations, advocates and the City to identify and highlight affordable and supportive housing needs and projects in Richmond.
- Work collaboratively with Richmond housing organizations and advocates to draft regular communication, which highlights housing needs and projects, to City Council and staff

Outcomes/Indicators of Success

- Affordable Housing Action Team formed as required
- Communication Tool to Council as appropriate regarding the Affordable Housing Strategy Update
- Regular updates presented to RCSAC General Committee meeting
- Successful outcomes completed and reported in the RCSAC 2016 Annual Report

Goal 4: Leadership in Sustainability

4.2 Innovative projects and initiatives to advance sustainability

Objectives

- The RCSAC will examine issues of food security and its inter-relation to community and social services in Richmond (e.g. intersection of food with physical and mental health, disease prevention, emergency food relief)
- Support the City as it advocates for a coordinated regional approach to enhance local food security
- Support the development of a food security action plan for the City of Richmond

Proposed 2016 Actions

- · Action teams formed as necessary to meet objectives
- Potential gap analysis undertaken
- Communication Tool developed for Council

- Presentation from Richmond Food Security on final draft of Food Charter
- Action team formed
- Communication Tools to Council completed as appropriate
- Successful actions completed and included in the RCSAC 2016 Annual Report

Goal 5: Partnerships and Collaboration

5.1 Advancement of City priorities through strong intergovernmental relationships

Objectives

 To provide Council with information about the impact of provincial and federal funding decisions on social services agencies and Richmond residents

Proposed 2016 Actions

- Completion of annual Community Social Services Survey and Report provide information to Council on provincial and federal funding decisions that may affect the delivery of social services in Richmond
- Contribute to and update as needed multi-year analysis of Community Social Services Survey
- Membership will submit Communication Tools to Council regarding changes in member agency funding relationships with federal and provincial governments
- Invite MLAs to information exchange with RCSAC members

Outcomes/Indicators of Success

- Communication Tools submitted as appropriate
- Community Social Services survey completed and report submitted to Council
- Successful actions completed and included in the RCSAC 2016 Annual Report
- Meeting held with Richmond MLAs to exchange information regarding social services in Richmond

Goal 6: Quality Infrastructure Networks

6.2. Infrastructure is reflective of and keeping pace with community need.

Objectives

- Identify space needs for non-profit societies within Richmond
- Identify housing and community space needs of RCSAC clients and member agencies

Proposed 2016 Actions

- Inclusion of space needs in Community Social Services Survey
- Action team reports to RCSAC as needed

- Space results compiled from community needs assessment survey
- Communication Tool to Council as appropriate
- Successful actions completed and included in the RCSAC 2016 Annual Report

Goal 9: Well-Informed Citizenry

9.2 Effective engagement strategies and tools.

Objectives

- To share and promote information and engagement opportunities to clients of member agencies
- To stay apprised of results of engagement tools and how they are impacting our clients

Proposed 2016 Actions

- Provide an opportunity for presentations to the RCSAC from City staff and Community Partners on engagement strategies and tools
- Share and promote information and engagement opportunities within agencies and to clients

- Communication Tools to Council as appropriate
- Final report on outcomes
- Presentations included in RCSAC meetings
- Information sharing included in meetings

RCSAC 2016 Budget

	2016 - January 1 to December 31
Balance Projected to be	\$300.00
brought Forward Revenue	
City of Richmond	\$11,000.00
Membership Dues	\$1,400.00
Bank Interest	\$1.50
Sponsorship	
Total Revenue	\$12,701.50
Expenses	
Admin Assistant	\$10,000.00
Admin Expenses	\$80.00
Forums/Meetings	\$1,400.00
Website + IT	\$700.00
Website Training/Calendar	\$100.00
Post Box Renewal	\$158.00
Volunteer Appreciation	\$200.00
Sub- Committee/printing/events	
Total Expenses	\$12,638.00
Total Balance	\$63.50



Charter

September 11, 2008

Approved by Richmond City Council January 20, 2009

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I. MISSION STATEMENT OF THE RICHMOND COMMUNITY SERVICES ADVISORY COMMITTEE

To encourage and promote those social policies and community services which contribute to the general health, welfare and quality of life of the residents of Richmond, and to increase inter-agency relations and cooperation in order to enhance community capacity.

II. HISTORY

The Richmond Community Services Advisory Committee, hereinafter referred to as "RCSAC", received formal recognition as an advisory body to Richmond City Council and its appropriate Committees on May 25, 1987¹.

It builds on the information gathering and sharing strengths of the Richmond Community Services Council, which served the community in a similar but less formal capacity from April, 1978 to its evolution as the RCSAC in September, 1987.

During several years of Community services as a voluntary collaborative of non-profit, government and private agencies and organizations in the field of social and related community services, the Richmond Community Services Council and its member organizations were instrumental in the development and establishment of:

- The municipally funded RCMP Youth Intervention Program;
- A municipal social planner position;
- Richmond Child Protection Network;
- Richmond Family Place;
- An open referral in-the-home parenting program (lost with others during the 1983 restraint measures imposed by major government funding sources);
- Collaboration in preparation of the report Preparing for a Livable Future: Recommendations by the City Center Steering Committee;
- Improved Municipal Grant application and appeal processes;
- The Child Care Advisory Committee;
- The Inventory of Social Services in Richmond
- The Richmond Intercultural Advisory Committee

An RCSAC Poverty Response Committee was established, and reports were submitted to Council. This has now become an independent committee.

Representatives from the RCSAC

- participated in the Community Parks, Recreational & Cultural Working Group to assist in providing City Council with a Master Plan;
- currently participate in the Substance Abuse Task Force; and
- the Richmond Intercultural Advisory Committee.

-4-

¹ See Appendix I

RICHMOND COMMUNITY SERVICES ADVISORY COMMITTEE III. (RCSAC) IN BRIEF

- 1. Advises Richmond City Council, and/or the appropriate Council Committee.
- 2. Makes representations to other policy-making bodies on social policy and community services matters.
- 3. Provides informed comment and advice to Richmond City Council on implications for policies and services being changed and introduced.
- 4. Undertakes its work at the request of Richmond City Council, the RCSAC membership, and the community at large.
- 5. Provides a strong and active role in overall social policy and community services decisions for community representatives and nonprofit society boards.

IV. **RCSAC ROLES**

- 1. The Richmond Community Services Advisory Committee (RCSAC) is a forum for community service* agencies to meet on a regular basis in order to share information and ideas about issues of common interest, and to identify emerging needs.
 - *Community Services: defined as those covering the general areas of health, social services, education, and other related service where the overall intent is to improve the quality of life for Richmond residents.
- The RCSAC will foster the development of services, through an asset building² approach, 2. to meet those needs.
- 3. The RCSAC will establish and monitor Task Forces to undertake activities deemed by the RCSAC to be necessary and consistent with the objectives of the RCSAC. All Task Forces will be time limited with both start and end dates, and will produce a written report.
- 4. The RCSAC may employ and hire such staff as deemed necessary to assist in the operation of the RCSAC, including all Task Forces. All employees will report directly to the Co-Chairs of the Executive Committee.
- 5. The RCSAC will provide a leadership and educational role in social issues affecting community services.
- 6. The RCSAC strives to work cooperatively and in a complementary manner with other City advisory committees.

² See Appendix II

V. CITY LIAISON

Liaison with the City of Richmond will be provided by:

- One (1) non-voting Richmond City Council Liaison, and
- One (1) non-voting City Staff Liaison, provided by the Policy Planning Department.

VI. MANDATE

Section A

The RCSAC shall advise Richmond City Council and may, in consultation with City Council, make representations to other policy-making bodies on the following:

- 1. Policies that encourage cooperative planning and delivery of community services to ensure optimum efficiency and effectiveness;
- 2. Social issues/concerns that have an impact community services, special needs groups and the quality of life in the community;
- 3. Community impact of governmental changes to policies and/or programs affecting Richmond's community services; and
- 4. Any other matters that may be referred by Richmond City Council, RCSAC member groups and the community at large.

Section B

1. Coordination of activities and information sharing between the voluntary and public sector.

APPENDIX I

An Oral History of RCSC, later to become RCSAC

(Delivered by Olive Bassett at the RCSAC General meeting of December 8, 2003)

It is ten years since I have been associated with this advisory council, some of which I speak on today could be familiar to many of you but perhaps some of you are not familiar with the early history I hope it will be of interest to you. I was a member of RCSC for many years before becoming a school trustee then I was elected as their Rep. on the PAC (Policy Advisory Council) in 1990. Back in 1978, there was very little planning for social services, something had to be done, and the United Way was invited to set up some social planning for the community. There was no Social Planner at the municipal level at that time. The Child Services Committee, a committee of the United Way, was not representative enough; its mandate was services to children 12 & under. A newly formed Child Abuse Committee was attempting to educate the public on what was happening to children; the community health nurses and social workers were the only ones going into the homes of many abused children. But the climate of the times prevented anyone from speaking out especially about sexual abuse, this was a taboo topic, no one wanted to talk about it. And there were many turf problems, every one was working in isolation on their own particular issues and problems, this is mine that is yours, don't mix the two! Finally the United Way placed an arms length community person in as Chair of the Child Services Committee hoping to become more effective. Something was still needed; the committee was not representative of agencies working with families, children & youth. Palmer School had just gone up in smoke, at the hands of a teen-age girl who badly needed treatment. There were no services of the kind youth like her needed, but it was risking a teachers or a community health nurse's job to speak out on lack of services. It was so difficult to address so many social problems in the community but at that time, the thought of washing your linen in public was not to be tolerated. The School Board refused to put a family life program into the schools. The community was polarized. Many were demanding the program, just as many were in denial it was needed, and these felt the only place to teach this subject was in the home. Which was fine but those children needing the program did not come from homes where this kind of education was taught. It was a little later I believe the Richmond Youth Services Agency came into being to focus on the issues and problems facing the over 12's. And so, it was in this type of atmosphere that a major meeting was held with many of those delivering social services to families. Through this meeting, they got the endorsement needed to be something much broader than the Richmond Children's Committee. A Steering Committee was set up that met twice a month for a solid year and what came out of that was the framework for the Richmond Community Services Council. That was in 1978, and nine years later in '87, with the assistance of a municipal councilor, a social planner had finally been hired, RCSC was restructured and given the formal title of the Richmond Community Services Advisory Council, RCSAC, as it is known today. They would make recommendations for social service issues and report those issues & concerns directly to the Municipal Council through the Policy Advisory Council, who were elected from the Boards of the individual agencies to serve on PAC. They were the political arm of the RCSAC. And Council listened. In their eyes, it was no longer just staff driven. These were elected people making the recommendations. With the new structure, there was also the IAC, Inter Agency committee, made up the staff and the 'Hands On' people who worked in the field, and the Coordinating Committee overseeing both IAC & PAC. This is all in your charter, I found it very interesting to re-read, and it would be well worth your re-reading pages 20 to 24. In

1989, the RCSAC held a "Strategy Planning and Priority Setting Meeting". This was an extremely important meeting for RCSAC. Johnny Carline, Deputy Administrator, Strategic Planning for Richmond spoke on what Richmond could look like in the future, two questions he asked of the group: 1. "What are the priorities for service provision for all of the agencies in the next three years?" 2. "What suggestions do you have for the municipality to incorporate social issues into the growth management strategy?" A planning committee took all the suggestions, solutions, comments and concerns and brought in a final report in January 1990. Seven (7) recommendations came out of it and were presented to council, they may help you in your deliberations on the restructure process, I will leave it with Michael Then in 1994, RCSAC sent out an excellent questionnaire to member organizations, to see if the advisory council was meeting the needs of its membership by addressing gaps, identifying issues and resources to address them and then develop an action plan. The survey was divided into six major sections: Role & Function, Participation, Community issues, Strengths & Weaknesses, Suggestions for raising the profile of RCSAC and lastly the potential for sending out a newsletter. I will also leave a copy of this with Michael, as it may prove useful. I see you are now contemplating another re-structure, perhaps some questions that you may ask yourselves are: "What do you want to accomplish that you are not doing now?" "When was the last time your charter was brought up to date?" "How many agencies out there are not aware of what you do?" "How many agencies or groups out there doing a service for the community, are you not aware of?" In my opinion the reason RCSAC has survived while many others have not, is because community volunteers and staff have worked together for a common goal, this way everyone wins. The effectiveness of RCSAC has always been present to a greater or lesser degree. It is a tremendously important organization and the accomplishments you have gained have not come easy. It is an organization you can be proud to belong to. However, it must be supported by each and every social service organization in order to have the greatest impact for good.

Thank you.

M. Olive Bassett

APPENDIX II

40 DEVELOPMENTAL ASSETS

Search Institute has identified the following building blocks of healthy development that help young people grow up healthy, caring, and responsible.

External Assets

Category Asset Name and Definition

Support

- 1. Family Support-Family life provides high levels of love and support.
- 2. Positive Family Communication-Young person and her or his parent(s) communicate positively, and young person is willing to seek advice and counsel from parents.
- 3. Other Adult Relationships-Young person receives support from three or more non-parent adults.
- 4. Caring Neighborhood-Young person experiences caring neighbors.
- 5. Caring School Climate-School provides a caring, encouraging environment.
- Parent Involvement in Schooling-Parent(s) are actively involved in helping young person succeed in school.

Empowerment

- 7. Community Values Youth-Young person perceives that adults in the community value youth.
- 8. Youth as Resources-Young people are given useful roles in the community.
- 9. Service to Others-Young person serves in the community one hour or more per week.
- 10. Safety-Young person feels safe at home, school, and in the neighborhood.

Boundaries and Expectations

- 11. Family Boundaries-Family has clear rules and consequences and monitors the young person's whereabouts.
- 12. School Boundaries-School provides clear rules and consequences.
- 13. Neighborhood Boundaries-Neighbors take responsibility for monitoring young people's behavior.
- 14. Adult Role Models-Parent(s) and other adults model positive, responsible behavior.
- 15. Positive Peer Influence-Young person's best friends model responsible behavior.
- 16. High Expectations-Both parent(s) and teachers encourage the young person to do well.

Constructive use of time

- 17. Creative Activities-Young person spends three or more hours per week in lessons or practice in music, theatre, or other arts.
- 18. Youth Programs-Young person spends three or more hours per week in sports, clubs, or organizations at school and/or in the community.
- Religious Community-Young person spends one or more hours per week in activities in a religious institution.
- 20. Time at Home-Young person is out with friends "with nothing special to do" two or fewer nights per week

INTERNAL ASSETS

Category Asset Name and Definition

Commitment to Learning

- 21. Achievement Motivation-Young person is motivated to do well in school.
- 22. School Engagement-Young person is actively engaged in learning.
- 23. Homework-Young person reports doing at least one hour of homework every school day.

- 24. Bonding to School-Young person cares about her or his school.
- 25. Reading for Pleasure-Young person reads for pleasure three or more hours per week.

Positive Values

- 26. Caring-Young person places high value on helping other people.
- 27. Equality and Social Justice-Young person places high value on promoting equality and reducing hunger and poverty.
- 28. Integrity-Young person acts on convictions and stands up for her or his beliefs.
- 29. Honesty-Young person "tells the truth even when it is not easy."
- 30. Responsibility-Young person accepts and takes personal responsibility.
- 31. Restraint-Young person believes it is important not to be sexually active or to use alcohol or other drugs.

Social Competencies

- 32. Planning and Decision Making-Young person knows how to plan ahead and make choices.
- 33. Interpersonal Competence-Young person has empathy, sensitivity, and friendship skills.
- 34. Cultural Competence-Young person has knowledge of and comfort with people of different cultural/racial/ethnic backgrounds.
- 35. Resistance Skills-Young person can resist negative peer pressure and dangerous situations.
- 36. Peaceful Conflict Resolution-Young person seeks to resolve conflict nonviolently.

Positive Identity

- 37. Personal Power-Young person feels he or she has control over "things that happen to me."
- 38. Self-Esteem-Young person reports having a high self-esteem.
- 39. Sense of Purpose-Young person reports that "my life has a purpose."
- 40. Positive View of Personal Future-Young person is optimistic about her or his personal future.

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Report to Committee

Planning and Development Division

To:

Planning Committee

Director, Development

Date:

December 3, 2015

From:

Wayne Craig

File:

ZT 15-708370

Re:

Application by GBL Architects Inc. for a Zoning Text Amendment to the "High

Rise Office Commercial (ZC33) - (City Centre)" Zone for the Property at 8477

Bridgeport Road

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9507, for a Zoning Text Amendment to the "High Rise Office Commercial (ZC33) - (City Centre)" zone to allow vehicle sale/rental as a permitted secondary use on the property at 8477 Bridgeport Road, be introduced and given first reading.

Wayne Craig

Director, Development

WŒ:sb

Att.

REPORT CONCURRENCE

CONCURRENCE OF GENERAL MANAGER

Staff Report

Origin

GBL Architects Inc. has applied to the City of Richmond for a Zoning Text Amendment to amend the "High Rise Office Commercial (ZC33) - (City Centre)" zone to allow limited vehicle sale/rental as a permitted secondary use on the property at 8477 Bridgeport Road (Attachments 1 and 2).

Findings of Fact

A Development Application Data Sheet providing details about the Zoning Text Amendment proposal is attached (Attachment 3).

Surrounding Development

Surrounding development is as follows:

- To the north, west and east: Across West Road, River Road and the future River Road extension, are vacant properties zoned "Light Industrial (IL)", including 9.29 ha of land and approximately 6.0 ha of foreshore area that is currently under application for a large multiphase development with retail, entertainment, office, hotel, conference centre and park uses (RZ 12-598104).
- To the east: Across West Road, two-storey industrial building on property zoned "Light Industrial (IL)".
- To the south: Across Bridgeport Road, are a number of properties under Land Use Contract 126, containing a vacant one-storey building, a one-storey restaurant building, a two-storey strata titled office building, and a number of surface parking lots. A rezoning application is currently under staff consideration for a high-rise development on the lands between Bridgeport Road, No. 3 Road and Sea Island Way (RZ 13-628557).

Background

In July, 2015, the City approved the original rezoning (RZ 12-605272) and Development Permit (DP 12-624180) for a high rise commercial development on the subject site. The development includes general retail, restaurant and office uses and a 100-room hotel. The permitted FAR is 3.0 (19,882 m²) and the building height is 47 m geodetic maximum. The form of development includes three (3) towers of 9, 12 and 14-storey building height with a common five-storey podium.

Subsequent to Council approving the Rezoning and Development Permit for the development, a business has expressed interest in locating in one of the ground floor commercial units facing Bridgeport Road to operate a showroom for the display and sale of luxury cars (Attachment 2). To allow for this, the owner has submitted the subject Zoning Text Amendment application.

Related Policies & Studies

Official Community Plan (OCP)

The proposed Zoning Text Amendment is consistent with the City's Official Community Plan and the City Centre Area Plan.

The Specific Land Use Map: Bridgeport Village (2031) designates the site as "Urban Centre T5 (45m)" with a number of identified permitted uses and accessory uses. Automobile oriented uses are explicitly discouraged in the General Urban (T5) area, including the outdoor sales, maintenance and storage of motor vehicles.

However, the proposal complies with the intent of the CCAP by limiting the proposed land use to a secondary permitted use within a larger development, limiting the secondary land use to vehicle sale/rental only, limiting the area to the commercial unit size, and requiring the land use to be contained within the building. Outdoor vehicle sale/rental, maintenance services and outdoor storage of vehicles will be prohibited.

Consultation

The applicant has confirmed that a Zoning Text Amendment sign describing the proposal has been installed on the subject site and the statutory Public Hearing will provide local property owners and other interested parties with an opportunity to comment. At the time of writing this report, no public correspondence was received regarding the application.

Consultation with Ministry of Transportation & Infrastructure (MOTI) is required due to the proximity of Bridgeport Road, a roadway under Provincial jurisdiction. The proposal has been reviewed with MOTI staff on a preliminary basis and final MOTI approval is required prior to zoning text amendment adoption.

Analysis

Text Amendment to the "High Rise Office Commercial (ZC33) - (City Centre)" Zone

The ZC33 zone is proposed to be amended to allow limited vehicle sale/rental in the approved mixed-use development under construction.

In the zoning bylaw, "vehicle sale/rental" is a defined land use that "means a facility for the retail sale or rental of new or used automobiles, motorcycles, snowmobiles, tent trailers, boats, travel trailers or similar light recreational vehicles, together with incidental maintenance services and sales of parts, and includes automobile dealerships but does not include dealerships for the sale of trucks with a gross vehicle weight of more than 4,100.0 kg, the sale of motor homes with a gross vehicle weight rating of more than 5,500.0 kg or a length greater than 6.7 m, or truck and manufactured home sales/rentals."

The Zoning Text Amendment includes inserting "vehicle sale/rental" in the "secondary uses" section of the ZC33 zone along with a new clause in the "other regulations" section of the ZC33 zone to:

- limit vehicle sale/rental to the property at 8477 Bridgeport Road only;
- limit vehicle sale/rental, display and storage to an interior area of no more than 400 m² (4,305 ft²) inclusive; and
- prohibit maintenance services, sales of automotive parts and the outdoor storage of vehicles for sale/rental.

Built Form and Architectural Character

The architectural character of the development under construction was approved by Council on July 27, 2015 (DP 12-624180). The proposed use is limited to an interior commercial unit (Attachment 2). There will be no impact to the approved site plan, building or landscape design.

Financial Impact or Economic Impact

None.

Conclusion

The proposed Zoning Text Amendment to the "High Rise Office Commercial (ZC33) - (City Centre)" zone to allow limited vehicle sale/rental as a permitted secondary use in a commercial unit on the property at 8477 Bridgeport Road is consistent with the purpose of the zone and complies with the land use designations outlined within the Official Community Plan (OCP) and the City Centre Area Plan.

It is recommended that Zoning Bylaw 8500, Amendment Bylaw 9507 be introduced and given first reading.

Sara Badyal, RPP

Sara Bodyal.

Planner 2

(604-276-4282)

SB:rg

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9507, Provincial Ministry of Transportation & Infrastructure (MOTI) approval is required.

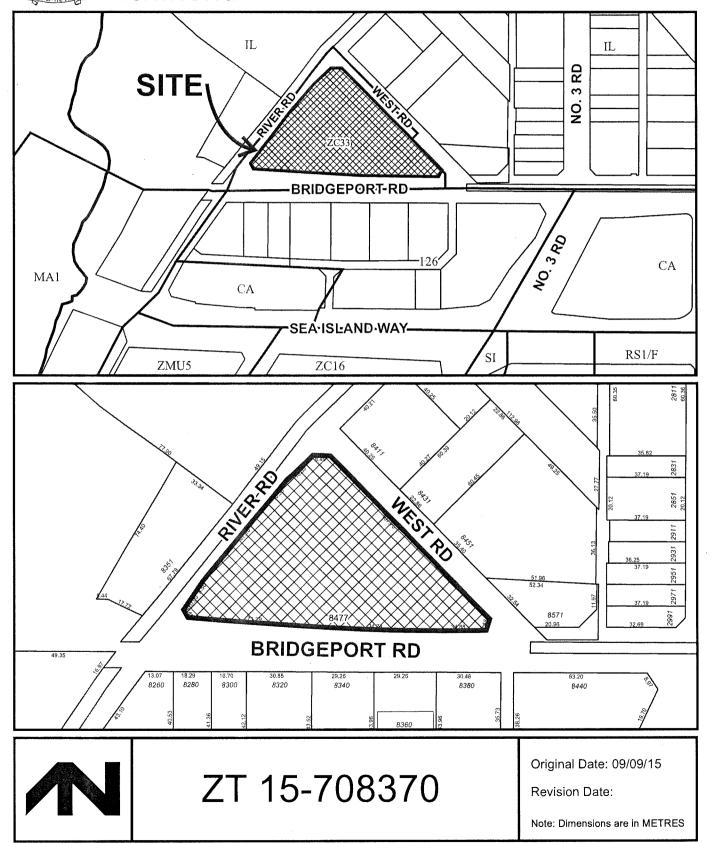
Attachment 1: Location Map and Aerial Photo

Attachment 2: Development Ground Floor Plan

Attachment 3: Development Application Data Sheet

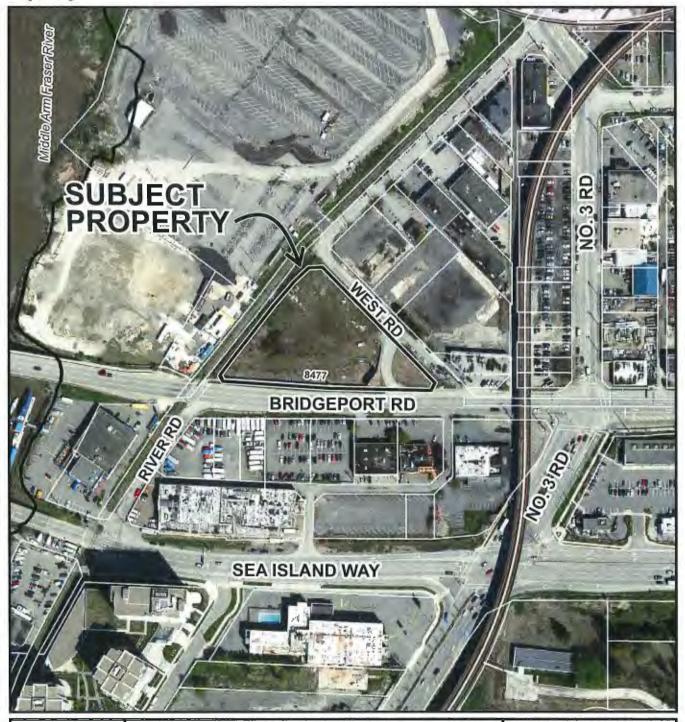


City of Richmond





City of Richmond



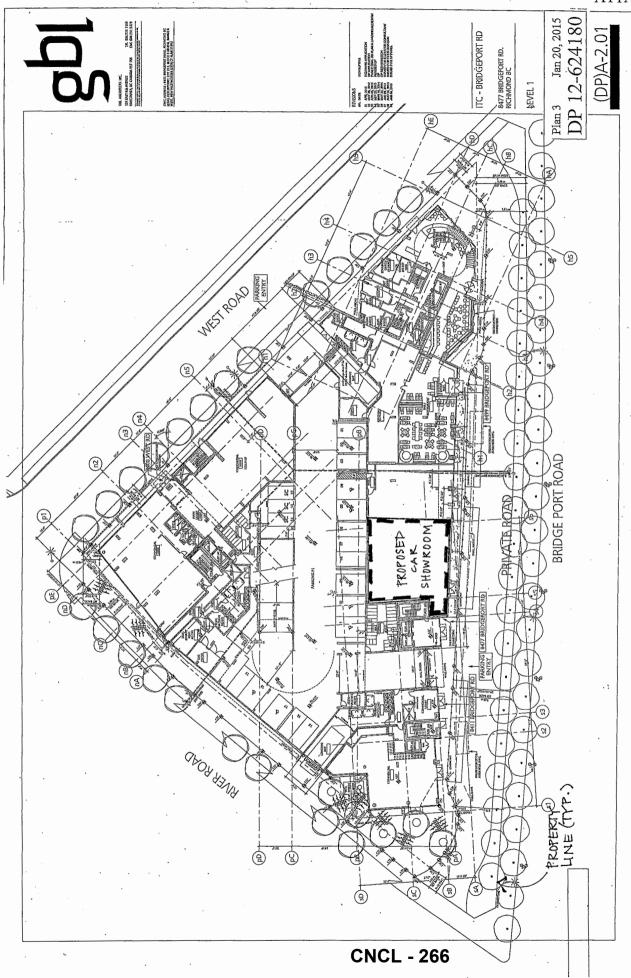


ZT 15-708370

Original Date: 09/09/15

Revision Date:

Note: Dimensions are in METRES





Development Application Data Sheet

Development Applications Department

ZT 15-708370 Attachment 3

Address: 8477 Bridgeport Road

Applicant: GBL Architects Inc.

Planning Area(s): Bridgeport Village (City Centre)

	Existing	Proposed	
Owner:	International Trade Center Properties Ltd. No. BC0909412	No change	
Site Size (m²):	6628.3 m²	No change	
Land Uses:	Vacant	No change	
OCP Designation:	Commercial	Complies	
Area Plan Designation:	Urban Centre T5 (45m)	Complies	
Aircraft Noise Sensitive Development Policy:	Area 1a Restricted Area	Complies	
Zoning:	High Rise Office Commercial (ZC33) - (City Centre)	Amended to include limited indoor vehicle sale/rental	
Number of Units:	19,882 m² development includes: 7,593 m² 100-room hotel 9,066 m² office space 3,223 m² commercial space	Remains the same	

	ZC33 Requirement Proposed ZC33 Requirement		
Floor Area Ratio:	Max. 3.0 including Village Centre bonus: Min. 1.0 office	Remains the same	
Lot Coverage – Building	Max. 90%	Remains the same	
Setbacks - Public Road	Min. 1.7 m at grade Min. 0.1 m above	Remains the same	
Height	Max. 47 m geodetic	Remains the same	



Richmond Zoning Bylaw 8500 Amendment Bylaw 9507 (ZT 15-708370) 8477 Bridgeport Road

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

- 1. Richmond Zoning Bylaw 8500, as amended, is further amended by:
 - a. Deleting section 22.33.3 and substituting the following:

"22.33.3 Secondary Uses

- vehicle sale/rental"
- b. Inserting the following into section 22.33.10 (Other Regulations):
 - "3. **Vehicle sale/rental** is limited to an indoor area to a maximum of 400 m² and to the following **site** only:

8477 Bridgeport Road

P.I.D. 029-611-598

Lot 1 Section 21 Block 5 North Range 6 West New Westminster District Plan EPP37734

- 4. For the purposes of this **zone**, **vehicle sale/rental** is limited to the sale, rental, display and storage of automobiles inside a **building** and the following **uses** are prohibited: **vehicle** maintenance services, sales of automotive parts, outdoor storage of **vehicles** for sale, and outdoor storage of **vehicles** for rental."



Report to Committee

Planning and Development Division

To:

Planning Committee

Director, Development

Date:

December 16, 2015

From:

Wayne Craig

File:

RZ 15-692244

Re:

Application by Chi Kuen Yeung and Cardison Chun Kik Yeung for Rezoning at

7400/7420 Schaefer Avenue from "Two-Unit Dwellings (RD1)" to "Single

Detached (RS2/K)"

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9511, for the rezoning of 7400/7420 Schaefer Avenue from "Two-Unit Dwellings (RD1)" to "Single Detached (RS2/K)", be introduced and given first reading.

Wayne Craig

Director, Development

WC:cl

Att.

REPORT CONCURRENCE			
ROUTED TO:	Concurrence	CONCURRENCE OF GENERAL MANAGER	
Affordable Housing	₩	De Evreg	

Staff Report

Origin

Chi Kuen Yeung and Cardison Chun Kik Yeung have applied to the City of Richmond for permission to rezone the property at 7400/7420 Schaefer Avenue from the "Two-Unit Dwellings (RD1)" zone to the "Single Detached (RS2/K)" zone, to permit the property to be subdivided to create two (2) lots (Attachment 1). A survey of the subject site is included in Attachment 2.

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is attached (Attachment 3).

Surrounding Development

Development immediately surrounding the subject site is as follows:

To the north, immediately across Schaefer Avenue are dwellings on lots zoned "Single Detached (RS1/E)".

To the South is a dwelling on a lot zoned "Single Detached (RS1/E)", which fronts Schaefer Gate.

To the East is a dwelling on a lot zoned "Single Detached (RS1/E)".

To the West, immediately across Schaefer Gate, is a dwelling on a lot zoned "Single Detached (RS1/E)".

Related Policies & Studies

Official Community Plan/Zoning Bylaw 8500

The Official Community Plan (OCP) land use designation for the subject property is "Neighbourhood Residential". The redevelopment proposal at the subject site is consistent with this designation.

This rezoning application is also consistent with the amendment procedures contained in Section 2.3 of Richmond Zoning Bylaw 8500, which indicates that rezoning applications may be considered to permit the subdivision of a lot containing a duplex into no more than two (2) single-family lots. Each lot proposed at the subject site will be approximately 12 m (40 ft) wide and approximately 450 m^2 (4,860 ft²) in area.

Floodplain Management Implementation Strategy

The proposed redevelopment must meet the requirements of the Richmond Flood Plain Designation and Protection Bylaw 8204. Registration of a flood indemnity covenant on title is required prior to final adoption of the rezoning bylaw.

Public Consultation

A rezoning sign has been installed on the subject property. In response to the sign, staff has received a total of:

- Seven (7) pieces of correspondence in opposition to the proposal and one (1) piece of correspondence from a member of the public who is uncertain about their position on the proposal (Attachment 4);
- One (1) phone call citing concerns about protection of mature trees on the subject site; and.
- Two (2) phone calls with general questions about the application.

The nature of concerns expressed by residents is:

- Recent land use violations and suspected criminal activity at the subject site (e.g. illegal suites, police incidents), resulting in a perceived decline in the security and quality of the neighbourhood.
- Traffic and parking problems resulting from the number of tenants residing at the subject site and concern that these problems will increase with the proposed development.
- Potential removal of mature trees.
- Disruption of a quiet neighbourhood, and concern that the proposed lot widths at the subject site will change the appearance of the neighbourhood and set a precedent for additional rezoning and subdivision proposals.

In response to the concerns regarding illegal suites, traffic, and parking, Community Bylaws Department and Transportation Department staff have provided the following information:

- An investigation of the subject site by staff in the Community Bylaws Department was conducted in July of 2015, which confirmed the presence of illegal suites. A follow-up inspection of the subject site was conducted on October 30, 2015, which confirmed that the illegal suites have been removed and that the building has been restored to a duplex. The City has not received any further complaints regarding illegal suites at the property.
- City staff have not received any recent reports of traffic or parking concerns in this neighbourhood.
- The proposed development exceeds the Zoning Bylaw requirements of two (2) on-site vehicle parking spaces per lot, as it includes one (1) additional vehicle parking space on the lot that is to contain the secondary suite. As a result, the proposed two (2) single-family lots are expected to have minimal traffic impact on the surrounding road system.
- The proposed development will utilize the two (2) existing driveway crossings, which comply with the provisions of Residential Lot (Vehicular) Access Regulation Bylaw No. 7222.
- Staff in the City's Transportation Department will monitor this location particularly once the construction of the new homes is completed for any changes to the parking conditions and traffic operations.

With respect to concerns about tree protection and removal, the applicant has provided a Certified Arborist's Report that assesses on and off-site trees on the basis of their condition and

as it relates to the development proposal. The Report submitted by the applicant has been reviewed by City staff and comments are described in the "Analysis" section of this staff report.

As it relates to the concerns about future rezoning and subdivision applications in this neighbourhood, the following information is provided:

- The subject site contains an existing duplex and is located in an established residential neighbourhood that has seen limited redevelopment through rezoning and subdivision in recent years. This development proposal is consistent with the amendment provisions of Richmond Zoning Bylaw 8500 as it involves a rezoning application on a site containing a duplex and that is intended to be subdivided into no more than two (2) lots. The potential exists for other duplex lots to redevelop in a similar manner. No policy exists within this neighbourhood to support the rezoning and subdivision of lots that do not contain a duplex.
- The lot widths in the immediate surrounding neighbourhood range from approximately 15 m to 24 m in width. The proposal at the subject site would permit a subdivision to create a west lot of approximately 13 m in width and an east lot of approximately 12 m in width.

Should the Planning Committee endorse this application and should Council grant 1st reading to the rezoning bylaw, the standard Notice of Public Hearing will be sent to all residents and property owners of land within 50 m of the subject site.

Analysis

Conceptual development plans

The applicant has submitted conceptual plans showing:

- The proposed architectural elevations of the dwellings along Schaefer Avenue and along Schaefer Gate; and
- The proposed landscaping of the front yard and exterior side yard on the corner lot (Attachment 5).

The proposed elevation and landscape plans respond to the City's urban design objectives by providing an articulated and visually interesting façade along Schaefer Gate, and by enhancing the front and exterior side yard with a variety of evergreen shrubs (e.g. ferns, rhododendron, azalea, boxwood).

Prior to final adoption of the rezoning bylaw, the applicant is required to register a restrictive covenant on title specifying that the Building Permit application and ensuing development at the subject site must be generally consistent with the plans included in Attachment 5. Plans submitted at Building Permit application stage must comply with all City regulations. The Building Permit application process includes coordination between Building Approvals and Planning staff to ensure that the covenant is adhered to.

Vehicle access to the proposed lots is to be maintained at the existing driveway crossing locations. The driveway crossing to the proposed corner lot is to be along the south property line

off Schaefer Gate, and the driveway crossing to the proposed east lot is to be along the east property line off Schaefer Avenue. The existing driveway crossings are required to be upgraded to meet current City standard at development stage.

Tree Retention and Replacement

A Certified Arborist's Report was submitted by the applicant, which identifies tree species, assesses their structure and condition, and provides recommendations on tree retention and removal relative to the proposed development. The Report assesses the following bylaw-sized trees:

- four (4) trees on the subject site (Trees # 86, 88, 89, 90);
- one (1) tree on the shared lot line with City property along Schaefer Gate (Tree # 87);
- one (1) tree within the boulevard along Schaefer Avenue on City-owned property (Tree # 85); and
- one (1) tree on the shared lot line with City property at 7440 Schaefer Avenue (Tree A).

The City's Tree Preservation Coordinator and Parks Department staff have reviewed the Arborist's Report, conducted visual tree assessment, and concur with the Arborist's recommendations to:

- Retain Trees # 87, 88, and 89 along Schaefer Gate, which are in moderate to good condition;
- Retain Trees # 85 and Tree A along Schaefer Avenue, which are in moderate to good condition;
- Remove Tree # 86 at the northwest corner of the site along Schaefer Gate due to poor form and condition (i.e., historically topped with weak attachments below decaying topping cuts); and
- Remove Tree #90 in the rear yard due to conflict with the proposed detached garage on the proposed corner lot.

The proposed Tree Retention Plan is shown in Attachment 6.

To ensure that Trees # 85, 87, 88, 89 and Tree A are protected at development stage, the applicant is required to complete the following items prior to final adoption of the rezoning bylaw:

- Submission of a contract with a Certified Arborist for supervision of all works conducted within or in close proximity to tree protection zones. The contract must include the scope of work required, the number of proposed monitoring inspections at specified stages of construction, any special measures required to ensure tree protection (e.g. pruning etc.), and a provision for the Arborist to submit a post-construction impact assessment report to the City for review.
- Submission of a survival security in the amount of \$15,000.00. The security will not be released until an acceptable impact assessment report by the Certified Arborist is submitted and a landscaping inspection has been passed by City staff. The City will release 90% of the security after construction and landscaping on-site has been completed

and inspected, and the remaining 10% of the security retained for a 1-year maintenance period to ensure that the trees have survived.

Prior to demolition of the existing dwelling on the subject site, the applicant is required to install tree protection fencing around all trees to be retained. Tree protection fencing must be installed to City standard in accordance with the City's Tree Protection Information Bulletin TREE-03 prior to any works being conducted on-site, and must remain in place until construction and landscaping on-site is completed.

For the removal of Trees # 86 and 90, the OCP tree replacement ratio goal of 2:1 requires four (4) replacement trees to be planted and maintained on the proposed lots. The preliminary Landscape Plan included in Attachment 5 shows that three (3) trees are proposed in the front yard of the proposed corner lot (i.e., Japanese Maple, Dogwood, Cherry). In addition, the applicant has agreed to plant and maintain one (1) replacement tree on the proposed east lot.

To ensure that the four (4) replacement trees are planted on-site at development stage, the applicant is required to submit the following landscaping security prior to final adoption of the rezoning bylaw:

- a security in the amount of 100% of the cost estimate provided by the Landscape Architect for the works in the front yard and exterior side yard on the proposed corner lot (including installation, trees, soft and hard surfaces); and
- a security in the amount of \$500.00 for the one (1) replacement tree on the proposed east lot.

Note: The securities will not be released until a landscaping inspection has been passed by City staff after construction and landscaping has been completed. The City may retain a portion of the securities for a 1-year maintenance period.

Existing Legal Encumbrances

There is an existing covenant that is registered on title of the strata lots which restricts the use of the property to a duplex (i.e., BF94917 and BF94918). The covenant must be discharged from title as a condition of rezoning.

Affordable Housing Strategy

The City's Affordable Housing Strategy for single-family rezoning applications received prior to September 14, 2015 requires a secondary suite or coach house on 50% of new lots, or a cash-in-lieu contribution of \$1.00/ft² of total buildable area towards the City's Affordable Housing Reserve Fund.

The applicant proposes to provide a legal secondary suite on one (1) of the two (2) lots proposed at the subject site. To ensure that the secondary suite is built to the satisfaction of the City in accordance with the City's Affordable Housing Strategy, the applicant is required to a legal agreement registered on title stating that no final Building Permit inspection will be granted until the secondary suite is constructed to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw. Registration of this legal agreement is required

prior to final adoption of the rezoning bylaw. This agreement will be discharged from title (at the initiation of the applicant) on the lot where the secondary suite is not required by the Affordable Housing Strategy after the requirements are satisfied.

Site Servicing and Frontage Improvements

At future development stage, the applicant must pay costs associated with completion of the required servicing works and frontage improvements as described in Attachment 7.

Prior to subdivision, the applicant must demolish the existing duplex and discharge the existing Strata Plan (NWS365).

Financial Impact

The rezoning application results in an insignificant Operational Budget Impact (OBI) for off-site City infrastructure (such as roadworks, waterworks, storm sewers, sanitary sewers, street lights, street trees and traffic signals).

Conclusion

The purpose of this rezoning application is to rezone the property at 7400/7420 Schaefer Avenue from the "Two-Unit Dwellings (RD1)" zone to the "Single Detached (RS2/K)" zone, to permit the property to be subdivided to create two (2) lots.

This rezoning application complies with the land use designations and applicable policies for the subject site contained within the OCP. The application also complies with the Zoning Bylaw provisions regarding the subdivision of land that contains an existing duplex.

The list of rezoning considerations is included in Attachment 7, which has been agreed to by the applicant (signed concurrence on file).

On this basis, it is recommended that Zoning Bylaw 8500, Amendment Bylaw 9511 be introduced and given first reading.

Cynthia Lussier

Planner 1

CL:rg

Attachment 1: Location Map/Aerial Photo

Attachment 2: Site Survey

Attachment 3: Development Application Data Sheet

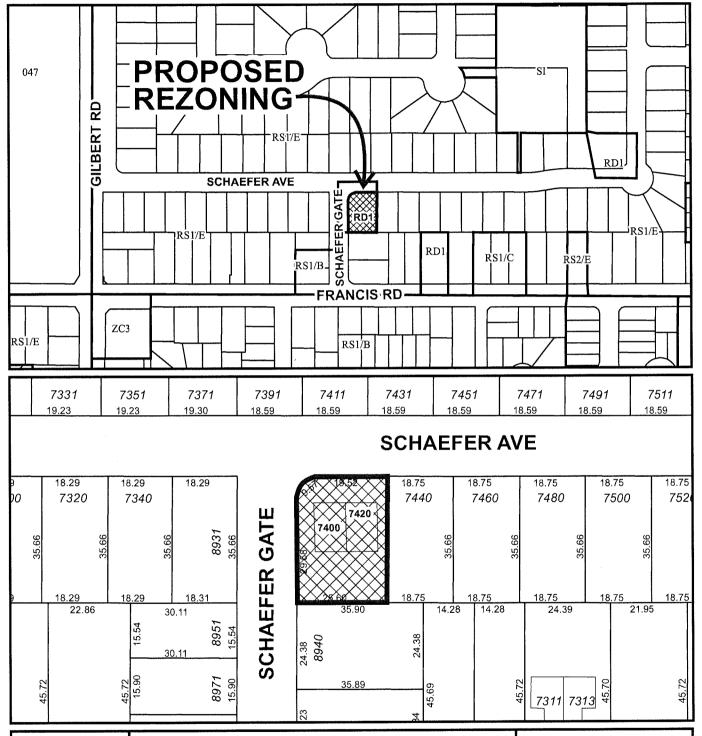
Attachment 4: Correspondence received from the public

Attachment 5: Conceptual Development Plans

Attachment 6: Proposed Tree Retention Plan

Attachment 7: Rezoning Considerations







RZ 15-692244

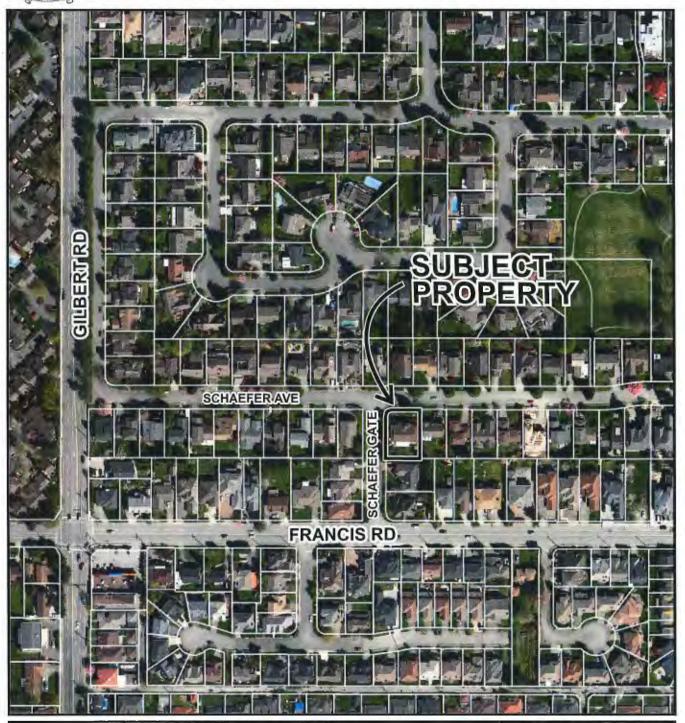
Original Date: 02/10/15

Revision Date: 02/12/15

Note: Dimensions are in METRES



City of Richmond



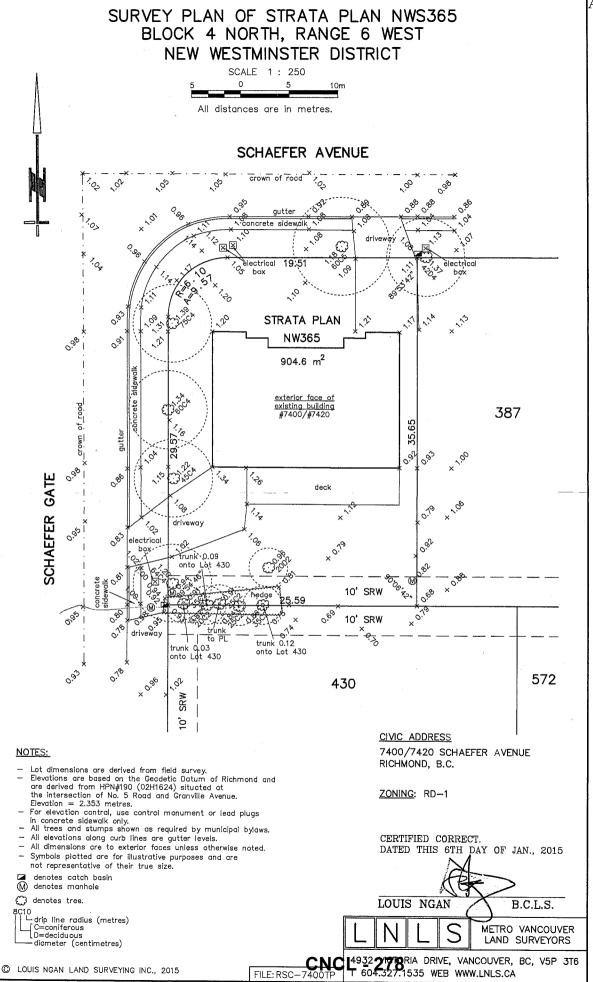


RZ 15-692244

Original Date: 02/10/15

Revision Date

Note: Dimensions are in METRES





Development Application Data Sheet

Development Applications Department

RZ 15-692244 Attachment 3

Address: 7400/7420 Schaefer Avenue

Applicant: Chi Kuen Yeung & Cardison Chun Kik Yeung

Planning Area(s): Broadmoor

	Existing	Proposed	
Owner:	Chi Kuen Yeung Cardison Chun Kik Yeung	To be determined	
Site Size (m²):	904.6 m² (9,737 ft²)	Two (2) lots, each approximately 452.3 m ² (4,868 ft ²)	
Land Uses:	Two-family dwelling	Two (2) single-family residential lots	
OCP Designation:	Neighbourhood Residential	No change	
Zoning:	Two-Unit Dwellings (RD1)	Single Detached (RS2/K)	

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.55	Max. 0.55	none permitted
Lot Coverage – Buildings:	Max. 45%	Max. 45%	none
Lot Coverage – Buildings, structures, and non-porous surfaces:	Max. 70%	Max. 70%	none
Lot Coverage – live plant material:	Max. 20%	Max. 20%	none
Lot Size (min. dimensions):	315 m²	Each approximately 452.3 m ²	none
Setback - Front & Rear Yards (m):	Min. 6.0 m	Min. 6.0 m	none
Setback - Interior Side Yard (m):	Min. 1.2 m	Min. 1.2 m	none
Setback – Exterior Side Yard (m):	Min. 3.0 m	Min. 3.0 m	none
Height (m):	Max. 2 ½ storeys	Max. 2 ½ storeys	none

Other: Tree replacement compensation required for loss of bylaw-sized trees.

Attachment 4 Correspondence received from the public

Lussier, Cynthia

From:

Lussier, Cynthia

Sent:

Monday, 27 April 2015 12:58 PM

To: Subject:

'tamara.tk7@gmail.com' 7400/7420Schaefer Avenue

Hi Tamara

Your inquiry regarding the development proposal at 7400/7420Schaefer Avenue has been forwarded to me for a response.

I am the planner that is reviewing the rezoning application and I can answer any questions you may have about the proposal. If you have concerns that you would like to ensure are communicated to Richmond City Council in their consideration of the rezoning application at this site, please reply by email describing why you are opposed to the application and I will attach a copy of your email to my staff report on this application.

If the rezoning application at the subject site moves forward to a Public Hearing, you will also have the opportunity to make your views known at the Public Hearing. In this case, an ad would appear in the local newspaper advising of the procedure to attend the Hearing and make comments. If you are located within 50 m of the subject site, you would receive a notification letter in the mail 10 days prior to the Hearing advising of the procedure to attend the Hearing and make comments.

Thank you,

Cynthia Lussier
Planning Technician
Development Applications Division
City of Richmond

Tel: 604-276-4108

Email: clussier@richmond.ca

www.richmond.ca

From: Tamara Klymko [mailto:tamara.tk7@gmail.com]

Sent: Thursday, 23 April 2015 10:14

To: PlanningDevelopment

Subject: Schaefer Avenue 7400,7420

Hello,

On the corner of Schaefer Gate and Schaefer Avenue we are going to have development (

06 20 4 6 15 692244 000 00 RZ Staff Review Rezoning Chi K Yeung Janice Li 7789083988

CHI KUEN YEUNG & CARDISON CHUN KIK YEUNG have applied to the City of Richmond for permission to rezone 7400/7420 Schaefer Avenue from Two Unit Dwellings(RD1) to Single Detached (RS2/K), to permit the property to be subdivided to create two (2) lots fronting Schaefer Avenue. 7420 Schaefer Ave, 7400 Schaefer Ave).

I am not sure that I support such development in front of my house and on our street, I would like to know, how my opinion could be counted in making decision on this resonning.

Thank you,

Tamara Klymko

Lussier, Cynthia

From:

Lussier, Cynthia

Sent:

Friday, 8 May 2015 09:36

To:

'Hedwig Lee'

Subject:

RE: 7400/7420 Schaefer Avenue

Hi Hedwig

In response to your request, I can certainly email you the current information associated with the proposal. I have attached the proposed site plan and the proposed tree retention plan to this email. The Tree Retention Plan will have to be revised after the City's own Arborists review the proposal to determine whether they agree with the recommendations of the applicant's Arborist (also, there is a conflict on the Tree Retention Plan between Tree # 90 and the proposed location of the garage for the west lot). As shown in the proposed site plan, vehicle access to the proposed west lot is required off Schaefer Gate in accordance with the City's Bylaw 7222, and vehicle access to the proposed east lot is required off Schaefer Ave.





201505080926.pdf 201505080932.pdf

In response to your question about the potential number of secondary suites, the proposed "Single Detached (RS2/K)" zoning allows 1 secondary suite per house. The applicant has not yet indicated whether they are proposing to include a secondary suite in each house or whether they are proposing to contribute a cash contribution to the City's Affordable Housing Reserve Fund in-lieu of building a secondary suite in each house. That is something that the applicant will have to advise before I can move their application forward.

The current duplex is not allowed to have 4 units. That violates the existing duplex zoning on the site. If you wish to file a formal complaint and have a property use inspector investigate the site, please contact the City's Community Bylaws department at 604-276-4345 or by email at: communitybylaws@richmond.ca.

If, after you review the attached proposal, you would like to submit written correspondence for me to attach to my staff report to Council, please send it to me via email.

Please let me know if you have any questions.

Cynthia Lussier

Planning Technician

Development Applications Division

City of Richmond

Tel: 604-276-4108

Email: clussier@richmond.ca

www.richmond.ca

From: Hedwig Lee [mailto:hedwigl@hotmail.com]

Sent: Tuesday, 05 May 2015 7:01 PM

To: Lussier, Cynthia

Subject: RE: 7400/7420 Schaefer Avenue

Hi Ms Lussier

Thank you for responding to our email.

While we appreciate your offer to go over the proposal in person, unfortunately we both work full time so if there is a way to respond to our enquiries in writing that would be very helpful.

An additional question would be the on the proposed new houses. How many secondary suites will be allowed in each house? The reason for my question is that the current duplex is used as a rental unit with 4 families living in the duplex. There are 6 to 7 cars parked daily but parking has not been too much of an issue as 4 of the cars are parked in the driveway. With the division of the lot and the densification parking could also be an issue. The lot is located at the corner of Schaefer Gate and Schafer Ave where it is a high traffic area (relative to the other side streets) as Schaefer Gate is one of the two streets with access to the Francis Road within the block.

Thanks again for your help.

Hedwig and Eddie

From: <u>CLussier@richmond.ca</u> To: <u>hedwigl@hotmail.com</u>

Subject: RE: 7400/7420 Schaefer Avenue Date: Mon, 4 May 2015 20:43:06 +0000

Hi Hedwig and Eddie,

Thank you for your email.

If you'd like further information on the rezoning at the above-referenced site, I would be happy to meet with you at the front counter to review the proposal with you and to respond to your questions about the size of the new houses and the proposed tree retention/removal.

In terms of the process for expressing your objections to this rezoning application, please submit any concerns that you have about the proposed rezoning application to me via email. I will include your correspondence in the staff report to Council for their consideration.

Also, if the application were to move forward to a Public Hearing, there would be another opportunity to express your concerns directly to Council in person at the hearing or by submitting them in writing to Council directly.

Please let me know if you wish to meet to go over the proposal and let me know the dates and times that would work for you.

Cynthia Lussier

Planning Technician

Development Applications Division

City of Richmond

Tel: 604-276-4108

Email: clussier@richmond.ca

www.richmond.ca

From: Hedwig Lee [mailto:hedwigl@hotmail.com]

Sent: Saturday, 02 May 2015 8:37 PM

To: Lussier, Cynthia

Subject: 7400/7420 Schaefer Avenue

Hi Ms Lussier

We would like to request for further information on the rezoning application for 7400/7420 Schaefer Avenue (file no. RZ 15-692244). We are very concerned about the development. In particular the size of the new houses relative to the lot area and the loss of the four large trees facing Shaefer Gate, and how this will affect the character of our neighbourhood.

We spoke with several neighbours and they were equally concerned. Please advise what will be the process to raise our objections to this rezoning application.

Thank you for your assistance.

Hedwig Lee and Eddie Leung 8931 Schaefer Gate

Lussier, Cynthia

From:

Lussier, Cynthia

Sent:

Tuesday, 12 May 2015 9:15 AM

To:

'Herb Wong'

Subject:

RE: 7400/20 Schaefer Ave

Hi Herb

I will include your email as an attachment in my staff report.

I can provide some clarification, though, on a few points below. Would you like to meet with me to discuss? Or discuss by phone? Please feel free to contact me at 604-276-4108.

Thank you,

Cynthia Lussier Planning Technician Development Applications Division City of Richmond

Tel: 604-276-4108

Email: clussier@richmond.ca

www.richmond.ca

From: Herb Wong [mailto:hwong@rbauction.com]

Sent: Monday, 04 May 2015 2:03 PM

To: Lussier, Cynthia

Subject: RE: 7400/20 Schaefer Ave

Hi Ms. Lussier,

Thank you for getting back to me.

Some of my neighbours were getting worried because the number on the application led to voicemail. At least we have finally made contact.

I will convey some of my concerns based on my own observations and then I will give you other details from only what I've heard.

- Currently, this duplex unit seems to be renting out to multi-families resulting in increased traffic and vehicles for parking.
- On garbage day, garbage is not secured, the crows get at it and garbage is all over the street.
- Just recently a SWAT team was called, our street was blocked off and we could not gain access to our home due to the police incident.
- Mainly, the above comments a tenant and owner matter so there probably not much to be done about that?

• Our neighborhood is relatively quiet but this property has quite a bit of "action" with the number of different families residing.

As for the application;

- Dividing the lot into two for two smaller homes would drastically change the appearance of the neighborhood and set a precedent for other properties.
- All lots are relatively the same size but with this application, that would change.
- Perhaps some of the trees would be removed for the new homes, which again will change the look of the neighbourhood.
- The owner with two properties is probably wanting more rental income and they'll probably have more tenants, whether illegally or legally and with more vehicles.
- Because of the poorly managed owner/tenant relationship, we've had to keep our children inside or in the backyard. Our children are still young and really enjoy playing outside.

From what I've heard, the owner receives \$6,000/monthly for rent, so he's probably looking for more. The RCMP have, been to the property more than once this past year.

"There goes the neighborhood!"

Thank you again for any consideration and your attention to this matter.

Regards,

Herb Wong

From: Lussier, Cynthia [mailto:CLussier@richmond.ca]

Sent: Monday, May 04, 2015 1:39 PM

To: Herb Wong

Subject: RE: Schaefer Ave

Hi Mr. Wong,

Thank you for your email.

Please submit any concerns that you have about the proposed rezoning application at 7400/20 Schaefer Ave to me via email. I will include your correspondence in the staff report to Council for their consideration.

Also, if the application were to move forward to a Public Hearing, there would be another opportunity to express your concerns directly to Council in person at the hearing or by submitting them in writing to Council directly.

Please let me know if you have any questions.

Cynthia Lussier

Planning Technician

Development Applications Division
City of Richmond

Tel: 604-276-4108

Email: clussier@richmond.ca

www.richmond.ca

From: Herb Wong [mailto:hwong@rbauction.com]

Sent: Friday, 01 May 2015 4:59 PM

To: Lussier, Cynthia **Subject:** Schaefer Ave

Dear Ms. Lussier,

Just wondering about the process for disputing the application for rezoning for a property in our neighborhood. How do we go about this and start this process?

Thank you for your immediate attention.

Regards, Herb Wong 7431 Schaefer Avenue

Sent from Samsung Mobile

This email originated from the Internet

From:

Lussier, Cynthia

Sent:

Tuesday, 19 May 2015 12:15 PM

To:

'Chung Cindy'

Subject:

RE: Objection of Redevelopment to 4 houses - File# RZ15-692244 - 7400 -7420 Schaefer

Ave

Hi Cindy,

I received your email (below).

Could you provide more details on the nature of your concerns regarding the proposed rezoning application at 7400 -7420 Schaefer Ave?

If you wish to discuss your concerns in person or by phone, please contact me directly at 604-276-4108.

Thank you,

Cynthia Lussier
Planning Technician
Development Applications Division
City of Richmond
Tel: 604-276-4108
Email: clussier@richmond.ca

www.richmond.ca

----Original Message----

From: Chung Cindy [mailto:cindy.shiuto@hotmail.com]

Sent: Friday, 15 May 2015 6:07 PM

To: Lussier, Cynthia

Subject: Objection of Redevelopment to 4 houses - File# RZ15-692244 - 7400 -7420 Schaefer Ave

I am the owner of 8971 Schaefer Gate

From:

Lussier, Cynthia

Sent:

Tuesday, 19 May 2015 12:21 PM

To:

'Stella Chan'

Subject:

RE: Flle No.Rz1569224

Hi Stella

Thank you for your email (below).

I will include a copy of your email in my staff report to City Council.

If you wish to obtain more information about the rezoning application at 7400/7420 Schaefer Ave, please contact me by phone at 604-276-4108 or by email at clussier@richmond.ca

Thank you,

Cynthia Lussier
Planning Technician
Development Applications Division
City of Richmond
Tel: 604-276-4108
Email: clussier@richmond.ca
www.richmond.ca

----Original Message----

From: Stella Chan [mailto:chocolatedog11@icloud.com]

Sent: Sunday, 17 May 2015 1:17 PM

To: Lussier, Cynthia

Subject: FIle No.Rz1569224

I oppose to rezone 7400 /7420 Schaefer Ave., to subdivided . It is a inner street, very quiet and good living area, it is nice to rezone for one single house for the land, this a inner street. Most. People live here for almost thirty years.my phone no.is 7788919982 Sent from my iPhone

From:

Lussier, Cynthia

Sent:

Tuesday, 19 May 2015 12:24 PM

To:

'winnie Lau'

Subject:

RE: file no. RZ15-692244 7400-7420 Schaefer Ave, Richmond

Hi Ting,

Thank you for your email (below).

I will include a copy of your email in my staff report to City Council.

If you wish to obtain more information about the rezoning application at 7400/7420 Schaefer Ave, please contact me by phone at 604-276-4108 or by email at clussier@richmond.ca

Thank you,

Cynthia Lussier Planning Technician **Development Applications Division** City of Richmond

Tel: 604-276-4108

Email: clussier@richmond.ca

www.richmond.ca

From: winnie Lau [mailto:winnieting88@yahoo.com]

Sent: Sunday, 17 May 2015 9:47 PM

To: Lussier, Cynthia

Subject: file no. RZ15-692244 7400-7420 Schaefer Ave, Richmond

I object the rezoning application of 7400-7420 Schaefer Ave because it will create a lot of traffic problems in future and the building will not identical with other properties in this area.

Owner of 7500 Schaefer Ave, Richmond Ting, Wing Lung

From:

Lussier, Cynthia

Sent:

Tuesday, 26 May 2015 11:52 AM 'Sun MingEnterprises Limited'

To: Subject:

RE: objection to the rezoning application File No. RZ 15 692244

Hi Guo Zhen Ling

Thank you for your email.

Your email will be included in the staff report on this rezoning application to be considered by City Council.

I have also received complaints from many other residents in the neighbourhood about the existing use of the property. I have referred the matter of illegal suites to the City's Community Bylaws department for investigation and enforcement. I will be providing an update on that investigation in my staff report to City Council.

Currently, there is 1 tree on the site that the City's Tree Preservation Coordinator has recommended for removal at the northwest corner of the site based on its condition (e.g. historically topped with weak attachments below decaying top cuts). There is 1 other small tree on-site that must be removed due to conflict with the proposed building on the future west lot. The remaining trees are currently recommended to be retained and protected. The final outcome of proposed tree removal, however, has yet to be determined and will be based on a number of factors such as whether there will be any conflict with the required servicing of the site (e.g. the locations of water, storm, sanitary connections etc.).

If you'd like to meet with me to obtain further information about the rezoning proposal, please let me know.

Sincerely,

Cynthia Lussier Planning Technician Development Applications Division City of Richmond Tel: 604-276-4108

Email: clussier@richmond.ca

www.richmond.ca

From: Sun MingEnterprises Limited [mailto:sunmingent@hotmail.com]

Sent: Tuesday, 26 May 2015 10:57 AM

To: Lussier, Cynthia

Subject: objection to the rezoning application File No. RZ 15 692244

Good Morning:

I am here to express my objection to the rezoning application File No. RZ 15 692244.

Based on our daily observation and the fact of being the neighbour for __3_ years, this house has always been a rental for many families. We know the owner has rented the property for multiple families with illegal suites for it's current duplex zoning.

CNC_L - 292

The owner seems to mismanage this property as the tenants are questionable. Some examples include a swat team closing off our street recently for one of the tenants. We experienced quite a bit of inconveniences especially with parking and the property owner seems to have many different tenants as if the property is an extended stay business in a residential zone area.

If the rezoning application is approved, I'm sure one or more of the large trees will be removed to accommodate the new plans. This will further change our neighbourhood look.

Thanks for your time and attention to this matter.

Regards,

Guo Zhen Ling

7411 Schaefer Ave Richmond BC V6Y 2W7 604-351-9351

From:

Lussier, Cynthia

Sent:

Monday, 01 June 2015 1:28 PM

To:

'siuhans wong'

Subject:

RE: 7400/20 Schaefer Ave (RZ 15-692244)

Hi Siuhan

Thank you for your email.

I will attach a copy of your email to the staff report to Council on this rezoning application.

If you wish to discuss your concerns with me in person or if you wish to have a look at the applicant's rezoning proposal, please let me know and we can arrange a meeting here at City Hall. I can be reached at 604-276-4108 or by email at clussier@richmond.ca

Sincerely,

Cynthia Lussier

Planning Technician

Development Applications Division
City of Richmond
Tel: 604-276-4108

Email: clussier@richmond.ca

www.richmond.ca

From: siuhans wong [mailto:siuhans888@hotmail.com]

Sent: Sunday, 31 May 2015 8:28 PM

To: Lussier, Cynthia

Subject: file#Rz15-692244

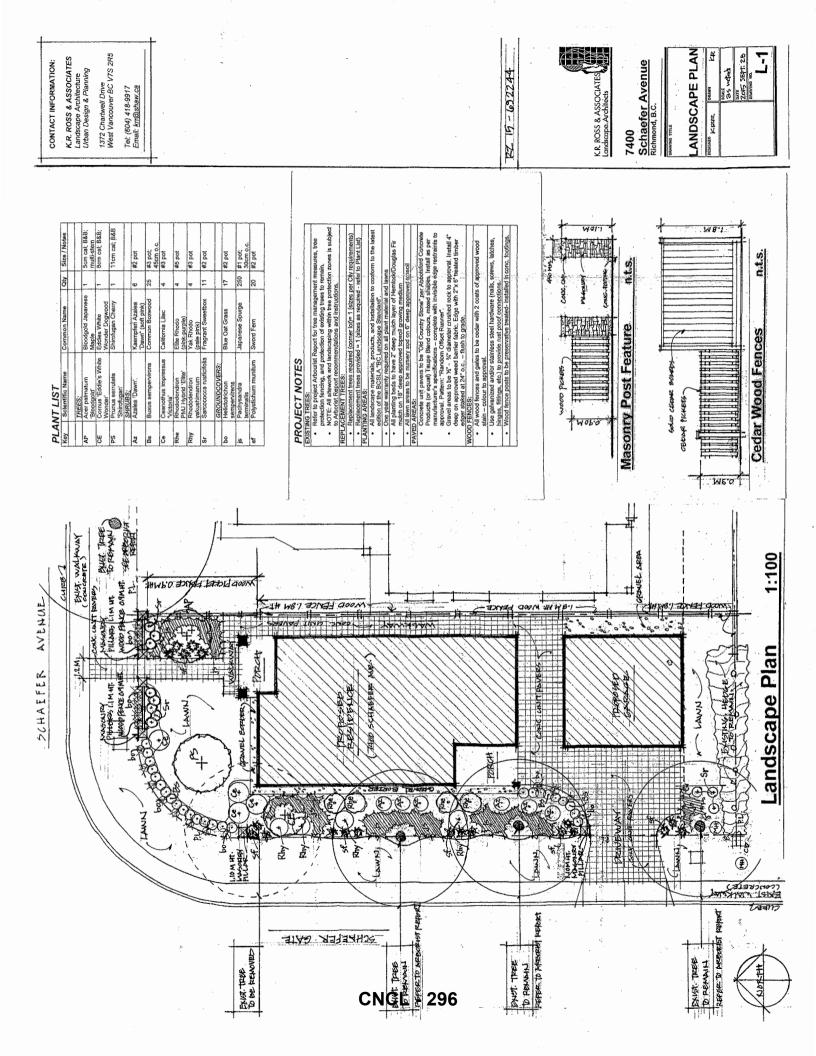
Dear Cynthia Lussier:

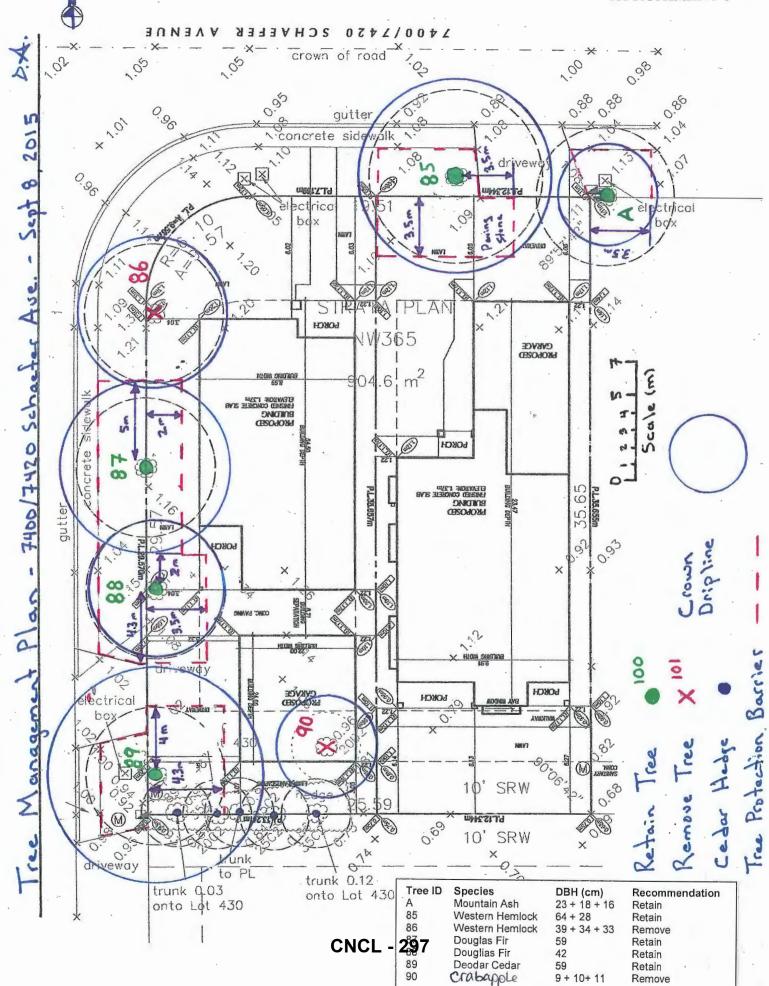
we came back early from holidays just to voice against the rezoning of 7400-7420 Schaefer Ave. This property been very bad for the area already.RCMP have been called to the property and constant changes of renters. I have been house owner for more than 20 years. The area been very nice till recent. I do not want the area to worsen any more. I would like to continue to live in this area where all three of my kids went to school.

Regard

Siuhan Wong 7340 Schaefer Ave West Elevation S00 05 910C 300 55 005 North Elevation 10 USACAL MACAT THE IZ 2 x 5 TRAI ARGUND 2 x 6 TRAI ARGUND *Note: plans must comply with all City Regulations at

Project Till Proje







Rezoning Considerations

Development Applications Department 6911 No. 3 Road, Richmond, BC V6Y 2C1

Address: 7400/7420 Schaefer Avenue File No.: RZ 15-692244

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9511, the applicant is required to complete the following items:

- 1. Submission of a Landscape Plan for the front yard and exterior side yard of the proposed corner lot, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development, and deposit of a Landscaping Security based on 100% of the cost estimate provided by the Landscape Architect, including installation costs. The Landscape Plan should:
 - not include hedges along property lines abutting the street;
 - include the dimensions of tree protection fencing as illustrated on the Tree Retention Plan included in Attachment 6; and
 - include three (3) replacement trees with the following minimum sizes:

No. of Replacement Trees	Minimum Caliper of Deciduous Tree	or	Minimum Height of Coniferous Tree
2	6 cm		3.5 m
1	11 cm	}	5 m

If required replacement trees cannot be accommodated on-site, a cash-in-lieu contribution in the amount of \$500/tree to the City's Tree Compensation Fund for off-site planting is required.

Note: the security will not be released until a landscaping inspection has been passed by City staff after construction and landscaping has been completed. The City may retain a portion of the security for a 1-year maintenance period.

- 2. Submission of a landscaping security in the amount of \$500.00 to ensure that one (1) replacement tree is planted and maintained in the rear yard of the proposed east lot. The security will not be released until a landscaping inspection has been passed by City staff after construction and landscaping has been completed.
- 3. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site works conducted within the tree protection zone of the trees to be retained (Trees # 85, 87, 88, 89, and Tree A). The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections at specified stages of construction, any special measures required to ensure tree protection (e.g. pruning etc.), and a provision for the Arborist to submit a post-construction assessment report to the City for review.
- 4. Submission of a Tree Survival Security to the City in the amount of \$15,000.00 for the trees to be retained (Trees # 85, 87, 88, 89, and Tree A). The security will not be released until an acceptable impact assessment report by the Certified Arborist is submitted and a landscaping inspection has been passed by City staff. The City will release 90% of the security after construction and landscaping on-site has been completed and inspected, and the remaining 10% of the security retained for a 1-year maintenance period to ensure that the trees have survived.
- 5. Registration of a flood indemnity covenant on title.
- 6. Registration of a legal agreement on title to ensure that the Building Permit application and ensuing development at the subject site is generally consistent with the plans included in Attachment 5. Minor modifications to the plans at the Building Permit application stage are acceptable and may be required to ensure compliance with all City regulations.
- 7. Registration of a legal agreement on Title to ensure that no final Building Permit inspection is granted until a secondary suite is constructed on one (1) of the two (2) lots proposed, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.
- 8. Discharge of the existing covenant registered on title of the strata lots (i.e., BF94917 and BF94918), which restricts the use of the property to a duplex.

At Demolition Permit* stage, the following requirements must be completed:

• Installation of tree protection fencing around all trees to be retained (Trees # 85, 87, 88, 89, and Tree A). Tree protection fencing must be installed to City standard in accordance with the City's Tree Protection Information Bulletin TREE-03 prior to any works being conducted on-site, and must remain in place until construction and landscaping on-site is completed.

At Subdivision* and Building Permit* stage, the following requirements must be completed:

• Discharge of the existing Strata Plan (NWS365).

Water Works

- Using the OCP Model, there is 162.5 L/s of water available at a 20 psi residual at the Schaeffer Ave frontage. Based on your proposed development, your site requires a minimum fire flow of 95.0 L/s.
- The developer is required to submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm the development has adequate fire flow for onsite fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage and Building designs.
- At the developer's cost, the City is to:
 - cut and cap the existing water service connection at the watermain along the Schaeffer Avenue frontage.
 - Install two (2) new 25 mm water service connections complete with meters and meter boxes along the Schaeffer Avenue frontage.

Note: A Certified Arborist must be present to supervise and direct servicing works within tree protection zones.

Storm Sewer Works

- At the developer's cost, the City is to:
 - cut and cap the existing storm service connection at the northeast corner of the subject site.
 - Install a new storm inspection chamber at the proposed common property line complete with dual storm service connections to service the proposed lots along the Schaeffer Avenue frontage.

Note: A Certified Arborist must be present to supervise and direct servicing works within tree protection zones.

Sanitary Sewer Works

- At the developer's cost, the City is to:
 - Cut and cap the existing sanitary service connection at the southeast corner of the subject site.
 - Install a new sanitary inspection chamber at the proposed common property line complete with dual sanitary service connections to service the proposed lots within the existing statutory right-of-way along the south property line of the subject site.

Note: A Certified Arborist must be present to supervise and direct servicing works within tree protection zones.

Frontage Improvements

- The developer is to upgrade the existing driveway crossings in their current locations to meet current City standard, as required. Note: A Certified Arborist must be present to supervise and direct any upgrading within tree protection zones.
- The developer is required to coordinate with BC Hydro, Telus and other private communication service providers:
 - For their servicing requirements.
 - When relocating/modifying any existing power poles and/or guy wires along the property frontages.
 - To determine if aboveground structures are required and coordinate their locations (e.g. Vista, PMT, LPT, Shaw cabinets, Telus Kiosks, etc).

General Items

Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required, including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering,

Initial:	

drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

- Submission of a Construction Parking and Traffic Management Plan to the Transportation Department (if applicable). The Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
- Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Department at 604-276-4285.

Note:

- * This requires a separate application.
- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act.

All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.

The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial Wildlife Act and Federal Migratory Birds Convention Act, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

(signed original on file)	
Signed	Date



Richmond Zoning Bylaw 8500 Amendment Bylaw 9511 (RZ 15-692244) 7400/7420 Schaefer Avenue

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/K)".

P.I.D. 001-309-510

Strata Lot 1 Section 20 Block 4 North Range 6 West New Westminster District Strata Plan NW365 together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on form 1.

P.I.D. 001-309-528

Strata Lot 2 Section 20 Block4 North Range 6 West New Westminster District Strata Plan NW365 together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on form 1.

2. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 9511".

FIRST READING	CITY
A PUBLIC HEARING WAS HELD ON	APPRI by
SECOND READING	APPRI by Dir
THIRD READING	or Sol
OTHER REQUIREMENTS SATISFIED	
ADOPTED	· ·
MAYOR	CORPORATE OFFICER



Memorandum

Planning and Development Division Policy Planning

To:

Mayor and Councillors

Date:

January 14, 2016

From:

Terry Crowe, MCIP

File:

08-4430-03-08/2016-Vol 01

Re:

Manager, Policy Planning Department

Additional Proposed Requests to the Minister of Agriculture: Agricultural Land

Reserve (ALR) Wineries

Purpose

The purpose of this memorandum is to advise Council that staff have requested the BC Minister of Agriculture to make additional winery regulation changes. The requests were made to meet the Province's extended January 15, 2016 deadline for comments and ensure that wineries in the ALR in Richmond are farm based and not industrial type wineries which can be better located in Richmond's urban industrial areas.

Background

On November 23, 2015, Council adopted several recommendations related to the Proposed BC Ministry of Agriculture Bylaw Standards for Agri-tourism and Farm Retail Sales in the Agricultural Land Reserve (ALR). Richmond's comments (Attachment 1) were provided in response to the Ministry's request for feedback by November 30, 2015. The recommendations adopted by Council on November 23, 2015 included the following:

That regarding ALR wineries, the Minister of Agriculture be requested to:

- a) Amend the Agriculture Land Use, Subdivision and Procedure Regulation of the Agricultural Land Commission Act, to enable Richmond and other municipalities:
 - i) To allow only Type 1 Wineries which grow at least 50% of the farm product used to make the wine on the farm where the winery is located and;
 - *To not allow Type 2 Wineries which are industrial-scaled operations with limited ALR farming activity.*

Subsequently, the Ministry extended the deadline for feedback to January 15, 2016. In light of this opportunity and as Richmond staff continue to have concerns regarding how ALR wineries are managed, they reviewed the Ministry's winery regulations and consulted with Agricultural Land Commission (ALC) staff regarding their interpretation. Based on this information and upon further reflection, staff made several additional requests to the Minister of Agriculture which are summarized below and fully explained in the attached letter to the Minister.

1. There is the possibility that no soil based farm products for wineries (e.g. grapes) will be grown on a Richmond farm in the ALR on which the provincial ALC allows a winery. To address this important concern, staff request that the Minister require that all ALR winery



operators grow a minimum of 50% of their farm product for wineries on the specific farm site on which the winery is located.

- 2. There is a possibility that a Richmond ALR winery operator can import 50% of the farm product for their winery, from elsewhere in the World and not all from BC farms. Richmond requests that Richmond ALR winery operators not be given the option of using farm products for their wineries from outside of BC, unless the winery applicant specifically identifies on their application, the source and amount of outside BC farm product to be used in their winery and the Richmond Council approves it when the proposal is first considered.
- 3. Richmond is also concerned about the requirement that ALR winery operators who are allowed to use farm product for their wineries from another BC farm can do so only if they have a farm product supply contract which has a term of at least three years. Some current winery operators are using one year contracts. Richmond requests that: (a) the three year contract requirement be changed to allow lesser times, like one year terms and (b) winery operators be required to annually provide evidence of such contracts to the ALC and the City when they apply to renew their City winery Business Licence.
- 4. Importantly, Richmond is concerned that currently the ALC can approve proposed farm based ALR wineries without City approval, other than the operator obtaining a City Building Permit and an annual Business License. At its discretion the ALC may seek Council's comments, but they are only considered as advice. To address this problem, Richmond requests that it (and other municipalities) be given the authority to make the final decision regarding proposed ALR wineries (e.g., via a required Council approving resolution, or a rezoning), as Council, the Agricultural Advisory Committee and staff are closer to the problem and can co-operatively and effectively address City problems with the winery proponents.

As well, the letter to the Minister indicates that, if Ministry would like to pilot the above requests in Richmond, such will be considered.

In summary, the above requests have been made to ensure that wineries in the ALR in Richmond use BC soil based farm products and are not industrial type industries which can be better located in the Richmond urban industrial areas. The benefits of these requests are that they better enable the Council to effectively manage soil based wineries in the ALR, as Council, the Richmond Agricultural Advisory Committee (AAC) and staff are closer to the proponent and issues, can seek and achieve effective winery solutions and have demonstrated a long term commitment to protecting the ALR and supporting a range of uses in the ALR.

Next Steps

To ensure that the above requests are acceptable to Council, this memo with the attached letter to the Minister will be placed on the January 19, 2016 Planning Committee agenda for discussion as part of the "Manager's Report". If Council wishes to make any changes to the requests, they can be sent to the Minister by the end of January 2016.

Should you have any questions, please contact me at (604) 276-4139.

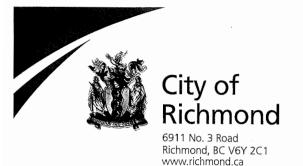
Terry Crowe,

Jina atra

Manager, Policy Planning

Att.1 Letter to the BC Minister of Agriculture

cc. Joe Erceg, General Manager, Planning and Development Wayne Craig, Director of Development Tina Atva, Senior Planning Coordinator Minhee Park, Planner



January 14, 2016 File: 08-4430-03-08/2016-Vol 01 Planning and Development Division Policy Planning Fax: 604-276-4052

The Honourable Norm Letnick BC Minister of Agriculture PO BOX 9043 STN PROV GOVT Victoria, BC V8W 9E2

Dear Mr. Letnick:

Re: Additional City of Richmond Requests: Wineries in the Agricultural Land Reserve (ALR)

Given the extension to the public consultation period, the purpose of this letter is to request additional changes to the way in which wineries are managed in the Agricultural Land Reserve (ALR) to better protect ALR farmland.

The City of Richmond previously sent you comments in a letter dated November 24, 2015 (Attachment 1). As you advised on December 1, 2015 that the deadline for comments regarding proposed changes to the provincial Agriculture Land Use, Subdivision and Procedure Regulation of the Agricultural Land Commission (ALC) Act was extended to January 15, 2016, Richmond staff have further considered how wineries in the ALR are managed, discussed their concerns with ALC staff and have the following requests:

1. Richmond is concerned of the possibility that no soil based farm product (e.g., grapes) used in Richmond ALR wineries will be grown on a Richmond farm on which the ALC allows a winery. The concern arises, as currently an ALR land owner in Richmond can build a winery in the ALR, but is not required to grow any soil based farm product used in the winery, on the farm site. The current Provincial requirements allow a Richmond winery operator to obtain their farm products for their winery elsewhere (e.g. 100% on their total BC farm holding elsewhere in BC, or 50% elsewhere in BC and 50% outside of BC), but not on their Richmond ALR winery site. This interpretation has been verified by ALC staff. This approach is unacceptable, as Richmond considers it very important that BC ALR lands be used to support soil based farm winery products and other farm crops. To address this concern, Richmond requests that the Province enable Richmond (and similar municipalities) to require that all winery operators in the ALR grow a minimum of 50% of their soil based farm products for their wineries on the specific farm site on which the winery is located. Please note that Richmond, in its 2041 Official Community Plan (OCP) fully supports urban industrial wineries in its many industrially designated areas throughout the City as a viable way of accommodating industrial wineries.



- 2. There is a concern of the current possibility that a Richmond ALR winery operator can import 50% of the farm product used in their winery from elsewhere in the World and not from BC farms. This approach does not, importantly, maximize our support for BC ALR soil based farming. To address this concern and recognizing that there may be situations where it is desirable to allow 50% of the soil based farm product for wineries to be imported from outside BC, Richmond requests that ALR winery operators not be given the option of using farm product for their wineries from outside of BC, unless the winery applicant specifically identifies on the application, the source and amount of outside BC winery farm product to be used and the Richmond Council approves it when the proposal is first considered.
- 3. Richmond is also concerned about the requirement that ALR winery operators who are allowed to use ALR soil based farm product for their wineries from other BC farms can do so only if they have a winery product supply contract which has a term of at least three years. It is suggested that this requirement is not practical, as some current winery operators have advised that they are using different contract times (e.g. one year), to obtain suitable product. Richmond suggests that: (a) the three year contract requirement be changed to allow lesser times and (b) winery operators be required to annually provide evidence of such contracts to the ALC and the City when they apply to renew their City winery Business Licence. This approach will ensure that Provincial and City requirements are being met and that non soil based industrial wineries are avoided in the ALR. This solution is particularly necessary as Richmond has discovered that, over time, some winery operators and their staff have changed, and they do not know what the requirements are and are surprised when we tell them.
- 4. Currently, the ALC can approve proposed farm based ALR wineries without City approval, other than the winery operator obtaining a City Building Permit and an annual Business Licence. At its discretion the ALC may seek Council's comments which in Richmond's case are made after the City's Agricultural Advisory Committee (AAC) and staff have commented; but they are only advice, as the ALC makes the final decision. This arrangement is concerning as Richmond has important land use, soil fill, servicing, transportation and environmental concerns which need to be reviewed and addressed. To resolve this problem, Richmond requests that municipalities be given the authority to make the final decision regarding proposed ALR wineries (e.g., a Council approving resolution or a rezoning). The benefit of this approach is that proposed ALR wineries can be more effectively managed as the Richmond Council, the AAC and staff are closer to the issues and can seek and achieve effective, cooperative solutions. It is suggested that Richmond has demonstrated a long term commitment and capability to effectively manage ALR uses which makes this request worthy of consideration.

As well, if the Ministry would like to pilot the above requests in Richmond, such will be considered.

In summary, the above requests are made to ensure that wineries in the ALR in Richmond are farm soil based and not industrial type industries which can be better located in the Richmond urban industrial areas.

Thank you for your consideration of these requests.

Should you have any questions, please feel free to contact me at (604) 276-4139.

Yours truly,

Terry Crowe,

Manager, Policy Planning

Dina attri

Att. 1

Richmond Mayor and Councillors pc:

Joe Erceg, General Manager, Planning and Development

Wayne Craig, Director, Development Applications



Malcolm D. Brodie Mayor

6911 No. 3 Road, Richmond, BC V6Y 2C1 Telephone: 604-276-4123 Fax No: 604-276-4332 www.richmond.ca

November 24, 2015

The Honourable Norm Letnick Minister of Agriculture PO BOX 9043 STN PROV GOVT Victoria, BC V8W 9E2

Dear Honourable Letnick:

Re: City of Richmond's Comments in Relation to Discussion Paper and Proposed Minister's Bylaw Standards Related to Regulating Agri-Tourism and Farm Retail Sales in the Agricultural Land Reserve

At its Regular Council meeting held on Monday, November 23, 2015, Richmond City Council considered the above matter and adopted the following resolution:

- (1) That regarding the proposed Ministry of Agriculture Bylaw Standards for Agri-tourism and Farm Retail Sales in the Agricultural Land Reserve (ALR), the Minister of Agriculture be requested to:
 - (a) specify how agri-tourism is to be subordinate to the principal active farm operation and only augment a farmer's regular farm income, not exceed or replace it;
 - (b) provide specific guidelines to determine the appropriate amount to be considered "small-scale (agri-tourism)" based on the size of the farm operation;
 - (c) provide more detailed criteria to determine the appropriate size and siting of agri-tourism structures (e.g., the maximum building area and site coverage);
 - (d) provide clarification on what types of uses can be permitted in an agri-tourism structure;
 - (e) provide specific guidance on the adequate amount of parking necessary for farm retail sales, to avoid excessive paving and minimize negative impacts on farmland;
- (2) That regarding ALR wineries, the Minister of Agriculture be requested to:
 - (a) amend the Agricultural Land Use, Subdivision and Procedure Regulation of the Agricultural Land Commission Act, to enable Richmond and other municipalities:



- (i) to allow only Type 1 Wineries which grow at least 50% of the farm product used to make the wine on the farm where the winery is located; and
- (ii) to not allow Type 2 Wineries which are industrial-scaled operations with limited ALR farming activity;
- (b) monitor all ALR farm-based wineries, to ensure that they comply with the 50% on site grow rule and enforce all related Ministry and ALR regulations;
- (c) where specific winery operators are already approved to enter into three year contracts with offsite BC farmers, allow them to enter into year to year contracts; not only the current Provincially required three year contracts, to provide more flexibility; and
- (3) That regarding ALR regulation monitoring and enforcement, the Minister of Agriculture and the Agricultural Land Commission, as the case may be, be requested:
 - (a) to monitor and enforce all Ministry and ALR regulations and requirements, as municipalities have limited resources; and
 - (b) to more frequently review the ALR regulations and requirements, in consultation with municipalities, for their effectiveness, practicality and ease of enforceability; and
- (4) That the above recommendations and this report be forwarded to the Ministry of Agriculture and the Agricultural Land Commission for a response, as well as Metro Vancouver and Richmond MLAs.

A copy of the staff report titled "Richmond Comments: Proposed Ministry of Agriculture Bylaw Standards for Agri-tourism and Farm Retail Sales in the Agricultural Land Reserve (ALR) and Related Matters (ALR Wineries, Monitoring and Enforcement)" is enclosed for your information.

Thank you in advance for your review and consideration of the above City of Richmond's requests. Should you have any questions, please feel free to contact Terry Crowe, Manager, Policy Planning, at 604-276-4139.

Yours truly,

Malcolm D. Brodie

Mayor

Att. 1

pc:

Agricultural Land Commission
John Yap, MLA – Richmond-Steveston
Teresa Wat, MLA – Richmond Centre
Linda Reid, MLA – Richmond East
Metro Vancouver



Report to Committee

To:

General Purposes Committee

Date:

October 27, 2015

From:

Joe Erceg, MCIP

File:

08-4430-03-07/2015-

General Manager, Planning and Development

Vol 01

Re:

Richmond Comments: Proposed Ministry of Agriculture Bylaw Standards for Agri-tourism and Farm Retail Sales in the Agricultural Land Reserve (ALR)

and Related Matters (ALR Wineries, Monitoring and Enforcement)

Staff Recommendation

- 1. That regarding the proposed Ministry of Agriculture Bylaw Standards for Agri-tourism and Farm Retail Sales in the Agricultural Land Reserve (ALR), the Minister of Agriculture be requested to:
 - a) specify how agri-tourism is to be subordinate to the principal active farm operation and only augment a farmer's regular farm income, not exceed or replace it;
 - b) provide specific guidelines to determine the appropriate amount to be considered "small-scale (agri-tourism)" based on the size of the farm operation;
 - c) provide more detailed criteria to determine the appropriate size and siting of agri-tourism structures (e.g., the maximum building area and site coverage);
 - d) provide clarification on what types of uses can be permitted in an agri-tourism structure;
 - e) provide specific guidance on the adequate amount of parking necessary for farm retail sales, to avoid excessive paving and minimize negative impacts on farmland;
- 2. That regarding ALR wineries, the Minister of Agriculture be requested to:
 - a) amend the Agricultural Land Use, Subdivision and Procedure Regulation of the Agricultural Land Commission Act, to enable Richmond and other municipalities:
 - i) to allow only Type 1 Wineries which grow at least 50% of the farm product used to make the wine on the farm where the winery is located, and
 - ii) to not allow Type 2 Wineries which are industrial-scaled operations with limited ALR farming activity.
 - b) monitor all ALR farm-based wineries, to ensure that they comply with the 50% on site grow rule and enforce all related Ministry and ALR regulations;

- c) where specific winery operators are already approved to enter into three year contracts with offsite BC farmers, allow them to enter into year to year contracts; not only the current Provincially required three year contracts, to provide more flexibility; and
- 3. That regarding ALR regulation monitoring and enforcement, the Minister of Agriculture and the Agricultural Land Commission, as the case may be, be requested:
 - a) to monitor and enforce all Ministry and ALR regulations and requirements, as municipalities have limited resources, and
 - b) to more frequently review the ALR regulations and requirements, in consultation with municipalities, for their effectiveness, practicality and ease of enforceability.
- 4. That the above recommendations and this report be forwarded to the Ministry of Agriculture and the Agricultural Land Commission for a response.

oe Erceg, MCIP

General Manager, Planning and Development

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER	
REVIEWED BY STAFF REPORT AGENDA REVIEW SUBCOMMITTEE	INITIALS:
APPROVED BY CAO	

Staff Report

Origin

The Ministry of Agriculture has prepared a Discussion Paper that contains a draft set of criteria to assist local governments when they prepare bylaws regarding agri-tourism, agri-tourism accommodation and farm retail sales in the Agricultural Land Reserve (ALR) (Attachment 1).

The Deputy Minister of Agriculture sent the Discussion Paper to the Mayor and Councillors by email on October 6, 2015 and requested feedback on all sections of the paper, specifically the proposed criteria, by November 30, 2015.

Findings of Fact

Context

The Discussion Paper was prepared following the Ministry of Agriculture's consultation, conducted from July 22 to August 22, 2014, on potential changes to the Agricultural Land Reserve Use, Subdivision and Procedure Regulation of the *Agricultural Land Commission Act*. One of the consultation questions asked during the consultation process was:

Should greater clarity be provided on what constitutes an agri-tourism activity that is allowable in the ALR without an application, and if so, what parameters should be established?

The Ministry received strong support from local governments to provide clearer parameters and guidelines for permitted agri-tourism activities in the ALR.

The purpose of the Ministry's Discussion Paper is to provide greater clarity on what constitutes agri-tourism, agri-tourism accommodation and farm retail sales, and provide guidance for local governments to address issues related to agri-tourism and farm retail sales in their community.

Once approved, these clearer standards will be incorporated into the Ministry's Guide for Bylaw Development in Farming Areas, to assist municipalities when preparing and amending bylaws affecting farming areas.

Analysis

Agri-Tourism, Agri-Tourism Accommodation and Retail Sales in the ALR

Agri-tourism is permitted to allow farmers to increase the economic viability of the farms. It must be accessory to land classified as a farm under the *Assessment Act*, must be temporary and seasonal, and promote or market farm products grown, raised or processed on the farm.

Agri-tourism and retail sales are defined as farm uses by the Agricultural Land Reserve Use, Subdivision and Procedure Regulation of the *Agricultural Land Commission Act*. As these uses are designated farm uses, they can be regulated but cannot be prohibited.

On the other hand, agri-tourism accommodation is considered a non-farm use that is permitted in the ALR and can be either regulated and/or prohibited by local governments.

The City of Richmond's Zoning Bylaw permits all three uses in the "Agriculture (AG1)" zone.

Discussion Paper

The Discussion Paper provides more detailed definitions and a set of criteria to help guide local governments in managing agri-tourism and farm retail sales.

Part 3 of the Discussion Paper introduces a set of criteria which local governments will be encouraged to consider when preparing or amending their own bylaws. The proposed set of criteria includes:

- New definitions of various terms, specifically definitions of "accessory", "temporary" and "seasonal", to clarify what constitutes agri-tourism activities
- Examples of permitted agri-tourism activities and those activities that require ALC's non-farm use approval
- A set of recommended standards for agri-tourism accommodation (e.g., the total developable area for agri-tourism accommodation buildings)
- Standards for parking and loading areas associated with agri-tourism
- Criteria for signage, lighting and noise
- Clarification on how areas (both indoors and outdoors) of farm retail sales should be calculated

Richmond Agri-Tourism Comments

Staff have reviewed the Discussion Paper and have the following comments focusing on the proposed set of criteria and definitions.

1. "Accessory (Agri-Tourism)" Definition

The proposed definition of "accessory (agri-tourism)" is as follows:

"Accessory" means that the agri-tourism is subordinate to the active farm operation on the same lot. Agri-tourism uses and activities only augment a farmer's regular farm income, not exceed or replace it.

The City of Richmond requests that the Ministry and ALC, as the case may be, monitor and enforce the requirement that agri-tourism is subordinate to the active farm operation and only augments a farmer's regular farm income, not exceed or replace it.

2. "Small-Scale (Agri-Tourism)" Definition

The proposed definition of "small-scale (agri-tourism)" is as follows:

"Small-scale (agri-tourism)" means to be minor, or limited in size, scope or extent (local governments could specify amounts).

The City of Richmond requests that the Ministry provide specific guidelines, to determine the appropriate amount to be considered "small-scale" based on the size of the farm operation.

3. Agri-Tourism Structure

The Discussion Paper notes that site coverage and setbacks for agri-tourism structures must follow the standards for farm structures provided in Part 2 of the "Guide for Bylaw Development in Farming Areas". It also notes that agri-tourism facilities should be located to minimize the coverage of farm land and minimize disturbance to the present and potential future operation of the farm, neighbouring farms and nearby urban uses (e.g., be close to the road, and/or clustered with other farm structures).

It is requested that more detailed criteria be provided to determine the appropriate size and siting of agri-tourism structures (e.g., the maximum building area and site coverage) and to clarify what types of uses can be permitted in an agri-tourism structure (e.g., administration office).

4. Parking For Retail Sales Area

The City of Richmond requests the Ministry to provide specific guidance on the amount of parking necessary for farm retail sales to avoid excessive paving and minimize potential impact on farmland.

5. Monitoring and Enforcement

The City of Richmond requests that the Ministry and / or ALC, as the case may be, monitor and enforce the proposed agri-tourism and farm retail sales regulations and requirements, as municipalities have limited resources.

Richmond Additional Comments

In responding to the Ministry's consultation on agri-tourism and farm retail sales, staff suggest that Council take this opportunity to share its concerns regarding the ALR farm-based wineries, breweries, distilleries, cideries and meaderies, as they also affect farming in the ALR.

1. Clarifying The 50% Requirement for ALR Breweries, Wineries and Distilleries

On September 28, 2015, Richmond Council made the following referral:

That staff investigate the requirements for microbreweries, wineries and distilleries on farmland in Richmond to determine whether the City can require that they be required to produce at least 50% of their product in Richmond. (Note that in the ALR regulations "microbreweries" are just called "breweries").

Staff advise that, in the ALR, breweries, distilleries and meaderies (honey) are designated farm uses, if at least 50% of the farm product used to make the beer, spirits, or mead produced each year is grown on the farm on which the brewery, distillery or meadery is located. Thus, they are required to produce at least 50% of their product in Richmond.

2. Encouraging Only Certain Wineries in the ALR

On October 20, 2015, Richmond Planning Committee requested staff to advise the Ministry of Agriculture that Richmond would like ALR wineries and distilleries to provide a minimum of 50% of agricultural product on the site. As stated above, distilleries must meet the 50% requirement.

Currently, two types of farm-based wineries are permitted in the ALR:

- Type 1 Wineries: at least 50% of the farm product used to make the wine produced each
 year is grown on the farm on which the winery is located.
- Type 2 Wineries: the farm on which the winery is located is more than 2 ha in area and at least 50% of the farm product used to make the wine produced each year is grown:
 - a) on the farm, or
 - b) both on the farm and another farm located in British Columbia that provides that farm product to the winery under a contract having a term of at least three years.

Richmond City Council has expressed that they prefer Type 1 Wineries as they promote the best farming. Council does not wish to consider additional Type 2 Wineries, as their operations are often on an industrial scale.

On October 21, 2015, staff attended a Professional Development Session organized by the Ministry of Agriculture with ALC staff in attendance at the Metro Vancouver office, to state that:

- the City of Richmond would like to allow only Type 1 wineries where at least 50% of the farm product used to make the wine be produced on the farm where the winery is located,
 and
- as the City has limited resources, the Ministry and ALC should monitor and enforce Provincial ALR guidelines and requirements (e.g., the amount of winery farm products provided under contracts, and whether the contracts are properly renewed). Other municipalities attending the Session agreed with this approach.

3. ALR Wineries, ALR Monitoring and Enforcement Recommendations

As staff could not address all of Richmond's concerns at the Session, it is recommended that Council make the following requests to the Ministry of Agriculture and Agricultural Land Commission (ALC):

- 1. That the City of Richmond have:
 - (a) the authority to allow only Type 1 Wineries which grow at least 50% of the farm product used to make the wine on the farm where the winery is located, and
 - (b) the authority to not allow Type 2 Wineries which are industrial-scaled operations with limited ALR farming activity.
- 2. That, as some current ALR winery operators have indicated that off site farm wine product growers are willing to provide only a year to year supply contract, rather than the Provincially required three year minimum, one year contracts be allowed.
- 3. That the Ministry and / or ALC staff:
 - (a) monitor and enforce all Provincial ALR Ministry and ALC regulations, and requirements, as municipalities have limited resources, and
 - (b) review Provincial ALR Ministry and ALC regulations more frequently in consultation with municipalities to determine their effectiveness, practicality and ease of enforceability.

Financial Impact

None.

Conclusion

The Ministry of Agriculture has prepared a Discussion Paper to assist local government in preparing agri-tourism, agri-tourism accommodation and farm retail sales bylaw amendments, and has requested that comments be provided by November 30, 2015.

Staff recommend that the Ministry and ALC be requested to make changes to the proposed ALR agri-tourism and farm retails sales criteria, clarify ALR winery requirements and take the lead role in ALR regulation monitoring and enforcement, as municipalities have limited resources.

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Manager, Policy Planning

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Attachment 1: Discussion Paper and Proposed Minister's Bylaw Standards



Ministry of Agriculture

Regulating Agri-tourism and Farm Retail Sales in the Agricultural Land Reserve

DISCUSSION PAPER AND PROPOSED MINISTER'S BYLAW STANDARDS

September 14, 2015

Prepared by: Strengthening Farming Program Innovation and Adaptation Services Branch

Executive Summary

This discussion paper ('white paper') has been prepared by the B.C. Ministry of Agriculture (AGRI) Strengthening Farming Program, Innovation and Adaptation Branch for input on the establishment of a Minister's Bylaw Standard to assist local government bylaw development regarding agri-tourism, agri-tourism accommodation and farm retail sales.

Its preparation follows the 2014 AGRI's consultation on the Agricultural Land Reserve (ALR) Use, Subdivision and Procedure Regulation (ALR USP Regulation) in which local governments expressed strong support for AGRI to provide greater clarity in guidance to local government bylaws on agri-tourism.

The proposed Minister's Bylaw Standard criteria, set out in Part 3.0, result from input contributed by the Agricultural Land Commission (ALC), local governments and the agricultural sector. While the proposed Minister's Bylaw Standard provisions apply to land in the Agricultural Land Reserve (ALR), local governments may also wish to adopt for all agriculturally zoned property.

AGRI invites local governments to review the proposed Minister's Bylaw Standard and provide feedback to the contact listed on page 13 by November 30, 2015. Feedback received will be analysed by AGRI staff, with updates and improvements made to the proposed Minister's Bylaw Standard in preparation for the Minister of Agriculture's (Minister) consideration.

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Introduction

This paper outlines draft criteria to assist local governments in regulating their agri-tourism, agri-tourism accommodation and farm retail sales bylaws, aiming to encourage further discussion on the matter with local governments, the ALC and the farm sector. It is important that the bylaw standard criteria effectively guide local government land use regulations within the context, and intents, of the Agricultural Land Commission, Farm Practices Protections (Right to Farm), and Local Government and Community Charter Acts and their regulations. The draft criteria reflect analysis undertaken by AGRI staff, previous consultations with local governments, the ALC, industry, and the Ministry of Community, Sport and Cultural Development (CSCD).

1.0 Part one - The Criteria Development Process

This paper explores and proposes land use regulation and policy guidance for local governments to address agri-tourism and farm retail sales issues in their communities, while recognizing these uses are permitted (with exceptions) within the ALR.

Following consultation with stakeholders and approval by the Minister, the bylaw criteria will become a Minister's Bylaw Standard and incorporated within the "Guide for Bylaw Development in Farming Areas" (Bylaw Guide).¹

1.1 Purpose and Goals

The purposes of establishing land use regulation criteria to address local government concerns regarding agri-tourism and farm retail sales are to:

- Establish a Minister's Bylaw Standard that provides flexibility for local governments to shape agri-tourism activity in their community while ensuring that agriculture in the ALR continues as a priority use;
- 2. Address the needs of the agriculture sector/industry to supplement farming income;
- 3. Minimize the impact of agri-tourism and retail sales on farm practices and farming potential in farming areas;
- Minimize loss and/or fragmentation of farmland due to agri-tourism and retail sales uses;
- Reduce the financial imbalance that results from large scale commercial operations locating inexpensively in the ALR and outcompeting those that have located in appropriate commercial zones; and
- 6. Minimize the risk of agri-tourism and farm retail sales buildings and structures being used for non-farm purposes.

1.2 Stakeholders

Stakeholders involved in developing these Bylaw Standard criteria include:

¹ Under the Local Government Act (Part 26, Division 8, Section 916), the Minister responsible for the Farm Practices Protection (Right to Farm) Act can develop bylaw standards to guide the development of zoning and farm bylaws. Development of provincial standards is intended to promote consistency in the regulation of, and planning for, farming. However, provision has been made under Section 916(3) to allow the standards to differ, if necessary, to respond to BC's diverse farming industry and land base.

- a) Local governments and their Agricultural Advisory Committees (AAC);
- b) Agriculture industry;
- c) ALC:
- d) Strengthening Farming Directors Committee,
- e) CSCD; and
- f) Ministry of Jobs, Tourism and Skills Training.

1.3 Objectives of the Process

The objectives of the process are to:

- 1. Create a set of Bylaw Standard criteria for stakeholder review;
- 2. Consult with stakeholders; and
- 3. Develop a Minister's Bylaw Standard that local governments can apply as regulation or policy.

1.4 Key Steps

The key steps in creating the Minister's Bylaw Standard are:

- 1. Review relevant literature including AGRI and ALC policies;
- 2. Review and compare local government regulations and policies;
- 3. Develop draft criteria;
- 4. Consult with internal and external stakeholders on the draft criteria;
- 5. Revise criteria for consideration by the Minister:
- 6. Seek Minister's approval; and
- 7. Encourage local governments to adopt and apply criteria.

1.5 Current Status (August 2015)

AGRI staff have:

- Reviewed previous agri-tourism and farm retail sales consultations with local governments, industry, the ALC and CSCD;
- Reviewed existing ALC policies on agri-tourism, agri-tourism accommodation and farm retail sales; and,
- Prepared this draft discussion 'white paper' on agri-tourism and farm retail sales land use bylaw guidance for further local government consultations over the 2015/2016 fall and winter.

1.6 Context for Bylaw Standard Establishment

AGRI has initiated Minister's Bylaw Standards in the past for three significant agricultural issues which have been approved by the Minister. AGRI staff use the Minister's Bylaw Standards to encourage local governments to adopt them into their land use bylaws. They are:

- Regulating Medical Marihuana Production Facilities in the ALR (2014);
- Combined Heat and Power Generation at Greenhouses in the ALR (2013); and

Siting and Size of Residential Uses in the ALR (2011).

These Minister's Bylaw Standards can be found in AGRI's "Guide for Bylaw Development in Farming Areas" with additional information at: http://www2.gov.bc.ca/gov/content/industry/agriculture-seafood/agricultural-land-and-environment/strengthening-farming/local-government-bylaw-standards-and-farm-bylaws.

2.0 Part two - Background

2.1 Context

Farmers throughout B.C. are looking for options to increase their economic viability, including agri-tourism and farm retail sales. These two particular issues have become more prominent in recent years and local governments are amending their agri-tourism, agri-tourism accommodation and farm retail sales bylaws, sometimes causing frustration with farmers and the public. Sometimes there may be conflicting community views on what actually constitutes agri-tourism activities, and what 'accessory', 'seasonal', and 'temporary' within this context really mean.

While the ALC provides direction regarding agri-tourism and farm retail sales in the ALR, one of the questions asked during the Ministry's 2014 ALR USP Regulation consultation process included agri-tourism, with local governments indicating strong support for AGRI to develop greater clarity in bylaw guidance for agri-tourism. Incorporating analysis from previous consultation, AGRI staff anticipate strong response from stakeholders on the subject.

Ideally, developing this new Minister's Bylaw Standard will assist in balancing stakeholder concerns, minimize community frustration, and provide greater certainty while maintaining the flexibility required for local government community decision making and variation. The proposed Minister's Bylaw Standard applies to property in the ALR. Given, however, that agricultural activity in B.C. takes place both on ALR and non-ALR property, local governments with agriculturally zoned land may also consider adopting it.

2.2 Current Policy, Legislation and Regulation

Agri-tourism and farm retail sales are defined as farm uses by the ALR USP Regulation² of the Agriculture Land Commission Act where a farm use means an occupation or use of land for farm purposes, including farming of land, plants and animals and any other similar activity designated as farm use by regulation, and includes a farm operation as defined in the Farm Practices Protection (Right to Farm) Act:

- Agri-tourism is a tourist activity, service or facility <u>accessory</u> to ALR land classified as a
 farm under the *Assessment Act*, if the use is <u>temporary and seasonal</u>, and promotes
 or markets farm products grown, raised or processed on the farm.
- Farm retail sales if all of the farm product offered for sale is produced on the farm on which the retail sales are taking place, or at least 50% of the retail sales area is limited to the sale of farm products produced on the farm on which the retail sales are taking place

² B.C. Reg. 171/2002 Agricultural Land Reserve Use, Subdivision and Procedure Regulation. Last retrieved August 24, 2015 from http://www.alc.gov.bc.ca/alc/content.page?id=A631A2319799460A98F62978A2FE60E3

and the total area, both indoors and outdoors, used for the retail sales of all products does not exceed $300 \, \text{m}^2$.

Local governments cannot prohibit agri-tourism activities, other than agri-tourism accommodation, or farm retail sales regulated by the ALR USP Regulation unless by a Farm Bylaw designated by the Minister by Section 917 of the *Local Government Act*.

The ALC also publishes several policy documents on agri-tourism, agri-tourism accommodation and farm retail sales with respect to land in the ALR.

"The policies of the Commission provide interpretation and clarification of the regulations; outline guidelines, strategies, rules or positions on various issues and provides clarification and courses of action consistently taken or adopted, formally or informally." ALC

These ALC policies include their terms of 'seasonal' and 'temporary':

- **Temporary** —means a use or activity in a facility or area that is established and used on a limited time basis for agri-tourism activities. If a building or structure is required for this use, temporary use of the building or structure means a use for agri-tourism for less than 12 months of the year. The building or structure may be used for other permitted uses during the course of, or for the remainder of the year.
- Seasonal means a use or activity in a facility or area for less than 12 months of the year.4

A recent 2015 B.C. Supreme Court ruling *Heather Hills Farm Society v. Agricultural Land Commission*, addresses the subject of agri-tourism, and in this case whether a particular golf course and sheep pasture is a permitted agri-tourism use. Interestingly, within the reasons for judgement that ultimately dismisses the petition; the judge also references what cannot be described as reasonably temporary, with respect to what is written in the ALR USP Regulation:

[51] The Regulation also requires that an agri-tourism use be temporary and seasonal. A golf course requires alteration of the land in the form of particular landscaping, sand traps, water hazards etc. Photographs that were put into evidence show changes of precisely that kind to the petitioners' property. Those changes must remain in place as long as operation of the golf course continues and cannot reasonably be described as temporary.⁵

The intent of this proposed Bylaw Standard is to provide greater clarity on what constitutes agritourism, agri-tourism accommodation, farm retail sales, and the definitions of temporary and seasonal.

³ ALC. Legislation and Regulation. Last retrieved August 24, 2015 from

http://www.alc.gov.bc.ca/alc/content.page?id=4179AB0F33494261A5B6CEF2A4F8F296

⁴ ALC. Policy #4 Activities designated as Farm Use: Agri-tourism Activities in the ALR, 2003. Last retrieved August 24, 2015 from

http://www.alc.gov.bc.ca/alc/DownloadAsset?assetId=9A907E9B31224D808675BE2E5D78ADBB&filename=policy_4_agri-tourism_activities.pdf

⁵ Heather Hills Farm Society v. Agricultural Land Commission, 2015 BCSC 1108

For farm retail sales, the processing/marketing of off-farm products may not be protected under the Farm Practices Protection Act unless there are limits prescribed by the Minister under the Farm Practices Protection Act. This has implications for farms considering those options.

3.0 Part three - Proposed Set of Criteria

Part three introduces a set of criteria in which local governments would be encouraged to consider when developing or amending their own bylaws on agri-tourism, agri-tourism accommodation and farm retail sales. A rationale is provided for why certain criteria provisions should be introduced and a proposed list is summarized of criteria and definitions.

3.1 Proposed Definitions

Accessory (agritourism) means that the *agri-tourism* is subordinate to the active *farm* operation on the same lot. *Agri-tourism* uses and activities only augment a farmer's regular farm income, not exceed or replace it

Agri-tourism

is travel that combines agricultural or rural settings with products of agricultural operations — all within a tourism experience that is paid for by visitors. It is a tourist activity, service or facility which is accessory to a farm operation, as defined in the Farm Practices Protection (Right to Farm) Act, where the land is classified as a farm under the Assessment Act; and, where the farm is in active operation each year.

Off-farm and nonfarm products means products that are not from the *farm unit* of which the subject property is part.

Regular Seasonal (agri-tourism)

means the occurrence over the same season(s), or at the same time, each year.

Season (agritourism)

means: one of the four periods of the year: spring, summer, autumn or

winter;

the period of the year when something that regularly occurs every year happens; e.g. pumpkin festival before Halloween; and/or

the period(s) when most people take their holidays, go to visit

places, or take part in an activity outside of work.

Seasonal (agritourism)

means:

relating to, dependant on, determined by, or characteristic of a

particular season of the year;

fluctuating according to the season; and/or

⁶ For more information, readers may wish to review the September 7, 2011 BC Farm Industry Review Board decision *Maddalozzo v. Pacfic Coast Fruit Products Ltd* last retrieved September 8, 2015 from http://www2.gov.bc.ca/assets/gov/business/natural-resource-industries/agriculture/agriculture-documents/bc-farm-industry-review-board-docs/maddalozzo_v_pcfp_dec_sep7_11.pdf

available, or used, during one or more *seasons*, or at specific times of the year - for less than twelve months of the year.

Small-scale (agritourism)

means to be minor or limited in size, scope, or extent. [Local governments could specify amounts.]

Temporary (agritourism)

means having a limited duration, lasting or designed to last for only a limited time each week, month, or year. E.g. an activity occurs each year at the same time at a nearby festival, or other event, or only a maximum duration of three days at a time.

3.2 Accessory Farm Activity

Local governments should identify agri-tourism as a permitted accessory use in all zones where agriculture or farming is a permitted use. Accessory agri-tourism use in the ALR is subordinate and customarily incidental to the active farm operation on the same lot. Agri-tourism uses and activities only augment a farmer's regular farm income, rather than exceed or replace it.

Table 1. Examples of Agri-Tourism and Farm Incomes

Column A	Column B
Agri-tourism Income	Farm Income
Entry or participation fees, tour fees	Primary agricultural production income
Fees for tours, services and workshops related to	Value-added operations: processing of own farm
the farm operation	products
Retail sales of off-farm or non-farm products	Retail sales of own farm products
Agri-tourism accommodation charges	

To be considered *accessory*, the annual income from *agri-tourism* [Column A] must be no more than the annual regular farm income [Column B]. The ALC may allow a larger proportion of *agri-tourism* activity on a farm, if the farmer applies for a non-farm use approval.

Examples include a farmer intending to regularly host special events such as commercial weddings, conferences or an annual music festival. A local government could decide whether to support those commercial activities in its zoning if it is authorized by the ALC.

3.3 Farm Class

Income from accessory agri-tourism activities is not used to define farm class under the Assessment Act (Sec 23 and Farm Class Reg. 411/95). Income for the purposes of farm class is calculated based on the farm gate amounts for qualifying agricultural products and must be generated in one of two relevant reporting periods (i.e., once every two years).

3.4 Agri-tourism Temporary and Seasonal Use in the ALR

Local governments should regard agri-tourism uses as a temporary and seasonal use. See the definitions for guidance on defining these terms.

3.5 Permitted and ALC approval required agri-tourism activities

Table 2. Tiers of Agri-tourism Activities

Activities	Tier 1 Permitted Agri-tourism activities	Tier 2 Activities/events that require ALC approval
On-farm	 educational tours – general public, school children on-farm marketing, including U-pick and pumpkin patches temporary corn maze or Christmas tree maze agricultural heritage events ranch or farm tours livestock shows harvest festivals on-farm classes and/or workshops related to the farm operation farm stays or B&B on-farm processing facility tours 	 Non-farm-uses and commercial entertainment activities which do not have an agricultural component: e.g., paint ball course, dirt bike trails, all-terrain vehicles trails, mini-train parks, remote control runways, helicopter tours, etc. event and facility rentals concerts, theatre or music festivals commercial weddings, banquets, celebrations and any other commercial assembly activity
Parking	 self-contained, off-road parking some overflow could be on neighbouring farm(s) provided it's for infrequent events, no permanent alterations to the agricultural land, and no resurfacing such as with gravel or asphalt paving allow for school and tour buses on-road parking at the discretion of the local government or Ministry of Transportation in Regional Districts 	Off-site overflow parking that is used on a frequent basis or that requires resurfacing
ALC non-farm use application approval or local government	No local government temporary use or rezoning permits required,; outright use is permitted	ALC non-farm use application approval Local government non-agriculture related activities or

permit requirements	No ALC non-farm use application approval	events may also require a separate zone or temporary use permit • Special local government permits - per event or per day, or both
------------------------	---	--

3.6 Agri-tourism Accommodation

Section 3 of the ALR USP Regulation permits *accessory* accommodation for agri-tourism on a farm in the ALR, but allows a local government to regulate and/or prohibit the use.

Where accommodation for agri-tourism is allowed by a local government the following standards are recommended:

- Total developed area for buildings, landscaping and access to the accommodation must be no more than 5% of the parcel area;
- Could include a maximum of 10 sleeping units composed of:
 - Seasonal campsites, seasonal cabins, or bed-and-breakfast (B+B) bedrooms (maximum of four) B+B bedrooms per legal parcel is recommended);
 - Unless ALC consent is received, accommodation must not include cooking facilities because doing so may result in long term rental housing on farm land;
 - · The local government could specify the number of persons per unit;
 - Should an operator wish to have more than 10 sleeping units, he/she could apply
 to the local government and the ALC;
 - On smaller lots, a local government may wish to set a lower number of allowed sleeping units;
 - The BC Building Code should be the minimum standard applied for sleeping units such as cabins.
- Should be located close to the front of the lot, or an adjacent side road, and clustered
 with the home plate(s) of the farm residence(s). A farmer may wish to vary this location
 to minimise impact on his/her farm.
- Depending on the location of the farm, the *agri-tourism* accommodation may need to be available during more than one *season*, or its availability may vary with the *seasons*; e.g., horseback riding on trails in spring, summer, and fall, and cross-country skiing in the winter.
- Occupation of a lot by agri-tourism accommodation are only permitted to be temporary, seasonal, and/or regular seasonal, to a maximum stay per person or per family of 30 consecutive days in any 12 calendar-month period. The ALC may allow longer occupation if the farmer applies for a non-farm use; local zoning would also have to allow it.
- Each local government which permits agri-tourism accommodation could develop a
 monitoring methodology to ensure the occupation meets the above criteria.

3.7 Other Agri-tourism Criteria

3.7.1 Off-street Loading Areas and Parking

Off-street loading areas may be needed to transfer field products to a market stand/shop, and to the customer's vehicle. For criteria, see Part 2 of the "Guide for Bylaw Development in Farming Areas".

All vehicles visiting the *agri-tourism* activities must be parked on site, or as otherwise permitted by the local government. The parking capacity could be based on the average daily vehicle numbers (recommended); local parking bylaws may have a different measure and short term events with large numbers of people may require different parking standards. Overflow parking occurs on public roads should adhere to local bylaws including clearances for emergency vehicles and farm machinery.

For farm site parking overflow situations, *agri-tourism* operators should provide alternate means of transportation, such as shuttles, bicycle parking, or horse corrals and off-site horse trailer parking areas.

To minimise impacting farm land, parking should be along field edges, adjacent to farm roads, farm yard areas near farm structures.

- The parking and loading area surfaces should maximize infiltration of precipitation to limit impacting a farm's ground and surface water; pavement may not be appropriate.
- The depth and type of fill for agri-tourism parking and loading areas should facilitate
 possible future removal e.g., if the agri-tourism activity ceases.

3.7.2 Site Layout for Agri-tourism Activities

Site coverage and setbacks for agri-tourism structures must follow the standards for farm structures provided in Part 2 of the "Guide for Bylaw Development in Farming Areas". Agri-tourism facilities should be located to minimize coverage of farm land and minimise disturbance of the present and potential future operation of the farm, neighbouring farms or nearby urban uses; e.g., close to the road, and/or clustered with other farm structures.

3.7.3 Lights

Floodlights and spotlights for *agri-tourism* activities should be directed away and/or screened from adjacent farms and other land uses.

3.7.4 Signage

Each agri-tourism and farm retail operation, and the farm itself, should be allowed at least one sign of at least 1.0 square metre. Normally, signs are located at the farm entrance, but variation should be allowed for different building and site layouts and to ensure traffic safety. Third-party signs and lighting of signs should follow local bylaws.

3.7.5 Noise

Loudspeakers and other noise sources associated with the *agri-tourism* activity could be regulated with local government noise bylaws.

3.8 Farm Retail Sales and Marketing

For on-farm retail marketing, farmers sell their own farm products, and may sell some off-farm or non-farm products directly from the farm unit and may require a retail indoor and/or outdoor sales and display area.

Areas necessary for on-farm retail sales but not calculated as part of the on-farm retail sales area are:

- storage space for products awaiting display and/or bulk sales; larger storage areas may be available in a barn;
- an office area for doing sales and farm-related paperwork;
- washrooms;
- driveways, parking and loading areas; and
- some preparation space where products are put in packages for display or shipping.

Local governments should not limit retail sales area of a farmer's own farm products i.e. the direct farm marketing area. The ALR USP Regulation does not state an upper limit.

Local government regulations must allow for the possibility of a retail sales area for complementary off-farm or non-farm products. The ALR USP Regulation requires at least 50% of the total retail sales area be devoted to that farm's products, and where both farm products and off-farm or non-farm products being sold, the allowed upper limit of the total of the indoor and outdoor sales area is 300 square metres. This should be adopted by local governments and not reduced.

To develop a larger retail sales area, or to sell less than 50% of that farm's farm products, a farmer must have both local government and ALC non-farm use application approval.

3.9 Local Government Permits and Fees

Other than the usual permits and fees required for construction, local governments should only require permits and fees for operations that require a non-farm application to the ALC and should not require the use of temporary (commercial) use permits.

Local governments should only request reimbursement of extra local government costs generated by the event or operation; e.g., policing, fire service, road clean-up, and/or traffic management.

3.10 Commercial Weddings

The use of the ALR for commercial weddings is considered a non-farm use which requires approval of the ALC. Where a farm has received non-farm use approval from the ALC, the local

government may require a rezoning or temporary use permit. Temporary use permits are the preferred method of dealing with this use as the local government can place additional controls on the use that are not possible through zoning. These requirements could include hours of operation.

3.11 Bistros and Restaurants

Bistros, cafes and restaurants are considered in most cases non-farm uses which require non-farm use approval of the ALC. Under specific criteria in the ALR USP Regulation, however, winery, brewery, cidery, distillery, and meadery lounges are permitted which do not require non-farm use approval.

4.0 Ministry Contact Information

Stakeholders are welcome to provide feedback on the content of this discussion by email or letter.

Email: Mailing Address: AgriServiceBC@gov.bc.ca

Ministry of Agriculture, Strengthening Farming Program

1767 Angus Campbell Road

Abbotsford, B.C. Canada V3G 2M3



Report to Committee

To:

Public Works and Transportation Committee

Date:

December 18, 2015

From:

Victor Wei, P. Eng.

File:

01-0100-20-

FIOIII.

Director, Transportation

RC'

RCYC1/2015-Vol 01

Re:

Richmond Active Transportation Committee - Proposed 2016 Initiatives

Staff Recommendation

1. That the proposed 2016 initiatives of the Richmond Active Transportation Committee, as outlined in the staff report titled "Richmond Active Transportation Committee - Proposed 2016 Initiatives" dated December 18, 2015 from the Director, Transportation, be endorsed.

2. That a copy of the above report be forwarded to the Richmond Council-School Board Liaison Committee for information.

Victor Wei, P. Eng. Director, Transportation (604-276-4131)

Att. 2

REPORT CONCURRENCE			
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER	
Parks Services Recreation Services Sustainability		- fre Erreg	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:	APPROVED BY CAO	

Staff Report

Origin

The Richmond Community Cycling Committee was formed in 1993 to allow City staff to work in partnership with the community to promote commuter and recreational cycling in Richmond. In 2013, Council approved the evolution of the Committee into the Richmond Active Transportation Committee (RATC) to reflect a broader mandate that includes skateboarding, inline skating and low-speed scooters. The Committee provides input and feedback to the City on infrastructure projects designed for these modes and undertakes various activities in co-operation with the City that encourage, educate and raise awareness of active transportation.

This report reviews the 2015 activities of the RATC and identifies a number of initiatives for 2016 that would support its mandate to provide input and advice to the City on issues in the planning, development, improvement, and promotion of an active transportation network that supports a greater number of trips by cycling, walking and rolling.

Analysis

The RATC undertook and participated in a number of activities in 2015 that contributed to enhanced cycling and rolling opportunities, and increased education and awareness of active transportation in Richmond.

Expansion and Improvement of Active Transportation Network in 2015

The City continued to add to the active transportation network in 2015, which now comprises 68 km of on- and off-street bike and rolling routes. The Committee provided feedback on the planning, design, construction, and/or improvement of the following facilities.

Crosstown Neighbourhood Link: Construction of a paved multi-use pathway to safely accommodate two-way cycling, rolling and walking through the south end of Blundell Park between Dorval Road and Lucas Road (see Figure 1). The connection forms part of the east-west Crosstown Neighbourhood Bike Route currently under development that is aligned between Blundell Road and Francis Road and will link the Railway Greenway to the Parkside Neighbourhood Bike Route on Ash Street.



Addition of green-coloured anti-skid surface complete with bike stencils within bike lanes at strategic locations where there is a higher potential for conflicts between cyclists travelling straight through and motorists needing to cross the bike lane in order to merge or make a turn. The vibrant colour is the approved national standard that is intended to highlight and raise awareness to both cyclists and motorists to watch out for each other and use caution when in the area. The green treatment

was added within the bike lane at the following two locations: westbound Granville Avenue west of Cooney Road and westbound Westminster Highway west of No. 5 Road.

• Railway Avenue Greenway: Refinement of the intersection treatments and signage for this major north-south pedestrian, cycling and rolling greenway that connects
Steveston with the Middle Arm Greenway.
Enhancements undertaken in 2015 include the installation of additional pavement markings and signage for southbound cyclists approaching Blundell Road (see Figure 2), which will be expanded to all intersections, and the upgrade of the Railway Avenue-Steveston Highway intersection to its ultimate design (i.e., curb, gutter, sidewalk, ramps, and relocated signal poles).



Figure 2: Railway Greenway Signage & Pavement Markings

- Westbound Granville Avenue (Minoru Blvd-Gilbert Road): The Committee provided feedback on potential concepts that would relocate the on-street bike lane in this roadway section to an off-street facility in order to accommodate on-street parking as part of the new buildings being constructed within the Minoru Civic Precinct. The Committee indicated a preference for a protected on-street cycling facility, which would preserve the existing mature trees and minimize conflicts between motorists, cyclists and pedestrians.
- <u>No. 2 Road Upgrade (Steveston Highway-Dyke Road)</u>: The Committee provided feedback on the functional design for this planned roadway improvement project that includes the provision of a two-way paved multi-use pathway on the east side.
- Westminster Highway Widening (Nelson Road-McMillan Way): The Committee provided ongoing feedback during the construction phase that helped staff ensure that cyclists were safely accommodated.
- Spot Improvements: Throughout the year, the Committee identified a number of minor improvements to enhance the convenience of cycling and rolling in the city. Projects completed in 2015 include:
 - Ramps: construction of three ramps to facilitate cycling and rolling access between the roadway and an off-street pathway.
 - Off-Set Gates: removal of gates from an off-street pathway to better accommodate the passage of cyclists and other users of wheeled devices.

Promotion of Active Transportation Network in 2015

The Committee participated in the following activities in 2015 to promote cycling and other active transportation modes in Richmond.

• Bike to Work Week (May and October 2015): The Committee worked with organizers of this region-wide annual initiative to continue to successfully stage these events in Richmond. Region-wide, the two events again broke year-over-year records for the number of people registered online (a combined total of over 17,200 cyclists, which is a 44 per cent increase over the number of participants in 2014). A total of 543 riders who work in Richmond

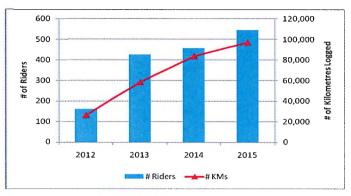


Figure 3: Participation of Cyclists who work in Richmond in Bike to Work Week

registered on-line for both events (up from 457 participants in 2014), and collectively logged 6,506 trips for a total distance of nearly 97,000 kilometres thereby avoiding the emission of 21 tonnes of greenhouse gases (see Figure 3). Within this group were four teams from the City of Richmond comprising 41 cyclists. Together, the City teams logged 359 trips for a total distance of 3,535 kilometres, thus avoiding the emission of 767 kilograms of greenhouse gases.

Celebration stations for cyclists were held at the Canada Line Bridge and Flight Path Park on Russ Baker Way for both the Spring and Fall events plus at Richmond General Hospital during the Fall event. Collectively, these celebration stations also logged record numbers (see Figure 4).

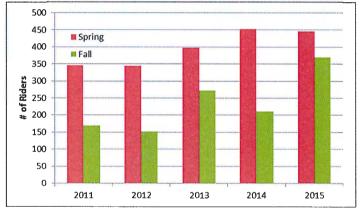


Figure 4: Cyclists Counted at Celebration Stations

• 15th Annual "Island City, by Bike" <u>Tour (June 14, 2015)</u>: Each year in June, as part of regional Bike Month

activities and the City's Environment Week events, the Committee and the City jointly stage guided tours for the community of some of the city's cycling routes. The 15th annual "Island City, by Bike" tour was based at South Arm Community Centre and offered short (7-km) and long (20-km) rides with escorts provided by volunteer members of the Richmond RCMP bike squad. The loops featured the nearly completed Parkside Neighbourhood Bike Route along Ash Street between Williams Road and Garden City Park. Activities included a bike and helmet safety check prior to the ride plus a barbecue lunch and raffle prize draw at the finish. The event attracted 75 cyclists of all ages and ability. Attendance at the event over the past five years has averaged 105 participants.

• <u>All Aboard! (August 8, 2015)</u>: The Committee participated in this annual event held at the Steveston Interurban Tram Building, which celebrated the history of transportation in Richmond. Members provided information on how to get around Richmond in fun, safe and environmentally friendly ways.

Active Transportation Education in 2015

The City provided funding to *HUB*: Your Cycling Connection, a non-profit organization focused on making cycling better through education and events, to operate the following cycling education courses for local residents with input from the Committee. The City's support for cycling education generates multiple benefits including increased safety, encouragement of a life-long healthy activity and sustainable mode of travel, and potential to reduce traffic congestion around schools as more students choose to ride a bike, all of which align with the City's OCP goals. Beginning in 2015, the City is eligible for a 30 per cent discount off program costs as a result of Council's endorsement in October 2014 of the City becoming a TravelSmart partner municipality with TransLink.

- <u>Bike to School Education for Students</u>: A total of 220 Grades 4 and 5 students at Quilchena Elementary School (four classes of 110 students) and Bridge Elementary School (four classes of 110 students) and a total of 220 Grades 6 and 7 students at James Whiteside Elementary School (four classes of 110 students) and Errington Elementary School (four classes of 110 students) participated in five-day bike education courses, held in co-operation with Richmond School District. The courses include in-class lessons, on-bike playground cycling safety training for younger students and neighbourhood road ride education for older youth. The courses were well received and enjoyed the enthusiastic participation of all students. Attachment 1 provides a summary of the outcomes and feedback.
- Learn to Ride Education for Adults: Four beginner's courses targeted to recent immigrants were held in co-operation with Immigrant Services Society of BC. A total of 43 new riders of varied immigrant backgrounds, who live in Richmond, took to the classroom, an empty parking lot, and eventually to the road to learn to ride safely and confidently on Richmond streets. Attachment 2 provides a summary of the outcomes and feedback.

Proposed Active Transportation Network Initiatives in 2016

The Committee will provide input at the earliest conceptual stage on the prioritization, planning, design, and implementation of the following projects that expand and/or improve the network of infrastructure that can be used by active transportation modes.

- <u>Prioritization of Future Active Transportation Network Projects</u>: Following development of a preliminary list of potential initiatives, the next steps are to rank and prioritize the projects for future implementation through the City's annual capital and operating budget process.
- Planned Active Transportation Network Expansion: Projects include the completion of the Parkside Neighbourhood Link with the upgrade of the special crosswalk on Blundell Road at Ash Street to a pedestrian signal, further progress on the Crosstown Neighbourhood Link and additional improvements to the Railway Avenue Greenway (e.g., upgrade of the special crosswalk on Westminster Highway at McCallan Road to a pedestrian signal).
- <u>Cycling Network Improvement Projects</u>: Potential projects include localized improvements to existing on-street cycling facilities such as improved pavement markings (e.g., green painted bike lanes at potential conflict areas), additional signage, new ramps to facilitate access to off-street pathways, and installation of delineators to prevent motorists from encroaching into bike lanes.

• Planned Park, Road and Development Projects: The Committee will review additional City and external agency projects that impact existing or would incorporate new active transportation infrastructure as part of the overall project such as the George Massey Tunnel Replacement, No. 2 Road upgrade (Steveston Highway-Dyke Road), interim Lansdowne Road extension (Minoru Blvd-Alderbridge Way), Dyke Road trail and new civic facilities at Minoru Park.

Proposed Education and Promotion of Active Transportation in 2016

The Committee will encourage and promote active transportation as sustainable travel modes that also have significant health benefits via the following activities.

- <u>Update of Cycling & Trails Map</u>: Provide input into the update of the 2013 edition of the
 Richmond cycling and trails map that will incorporate recent improvements to the local
 cycling and trails network including the Westminster Highway paved off-street path between
 Nelson Road and McMillan Way. The new map will be distributed in early 2016 to
 community centres, libraries and other civic facilities as well as handed out at various City
 events.
- 16th Annual "Island City, by Bike" Tour: Assist in the planning, promotion and staging of the fifteenth annual bike tour of Richmond during Bike Month in June 2016, which is set for Sunday, June 12th at Cambie Community Centre. Both the long and short routes will utilize portions of the Bath Slough Trail and the on-street bike lanes on Jacombs Road to raise community awareness of the neighbourhood facilities that support walking, cycling and rolling activities.
- <u>Bike to Work & School</u>: Assist in the planning, promotion and staging of this region-wide event during May and October 2016, which includes the provision of celebration stations for cyclists.
- <u>Bicycle Education for Students and Adults</u>: In co-operation with HUB, the Richmond School District and a variety of community agencies to expand the delivery of safe cycling education courses to additional elementary schools and recent immigrants in Richmond.
- <u>Promotion of Active Transportation Network</u>: Continue to participate in City events related to health and transportation to raise the awareness of new active transportation facilities both locally and regionally. Continue to provide education and awareness notices regarding active transportation in the City Page and continue to update, revise and enhance related information on the City's website and Facebook site.

Financial Impact

None.

Conclusion

The Richmond Active Transportation Committee continues to build its diversity of users' experience to support its broader mandate that includes other rolling transportation modes and now has the participation of members who have a specific perspective on wheelchair/scooter

users and in-line skating. The Committee's proposed 2016 initiatives would continue efforts to further encourage greater and safer use of active transportation modes in Richmond, which in turn will support progress towards meeting the City's target for the reduction of greenhouse gas emissions as well as the travel mode share targets of the City's Official Community Plan.

Joan Caravan

Transportation Planner
Staff Liaison to Richmond Act

Staff Liaison to Richmond Active Transportation Committee

(604-276-4035)

Kevin Connery

Park Planner

Staff Liaison to Richmond Active

Transportation Committee

(604-247-4452)

Att. 1: Summary of 2015 Bike to School Program Results

Att. 2: Summary of 2015 Learn to Ride Bike Education Program Results

2015 Bike to School Program in Richmond

The City of Richmond's Sustainability Group matched Richmond Engineering's funding for HUB Bike to School courses in 2015, so we were able to deliver two Learn2Ride courses and two Ride the Road courses, providing positive impact for approximately 110 students in each of four schools

Richmond Bike to School Outcomes

- 448 Richmond students completed a HUB cycling course in 2015
- Student cycling Increased from 11-20 to 20+ daily at Quilchena Elementary
- Bridge Elementary reported an Increase from 0-2 to 3-5 students cycling daily



Learn2Ride Courses:

- Bridge Elementary: delivered to four classes of grade 4 and 5 students.
 May 5, May 11.
- Qulichena Elementary: delivered to four classes of 4 and 5 students.
 June 2, June 9.

Ride the Road Courses:

- Errington Elementary: instruction to four classes of grade 6 and 7 students.
 April 13-14, April 21-23.
- James Whiteside Elementary: instruction to four classes of grade 6 and 7 students. June 1-3, June 8, June 10.

Ride the Road Course Teacher Feedback

"Well done for creating and running such an educational and valuable program for students; we'd like to run it at our school every year! Thanks to the instructors for going out of their way to fix bikes and help students gain more confidence about their bike riding skills. Please note that the teachers have seen many more students ride their bicycles to school since having the program here." — Errington Elementary

"We received lots of positive comments from the parents and they were happy that the students were learning how to ride their bikes safely, as well as that they learned about the rules of the road, in addition to bike maintenance" — Errington Elementary

"Our school has a goal of increasing health both through exercise and nutrition. HUB goals of getting kids on bikes was right along the same lines as we have been trying to teach." - James Whiteside Elementary

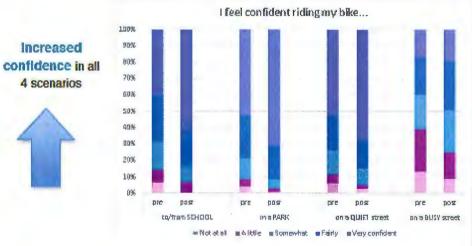
Richmond Ride the Road Student Survey Results

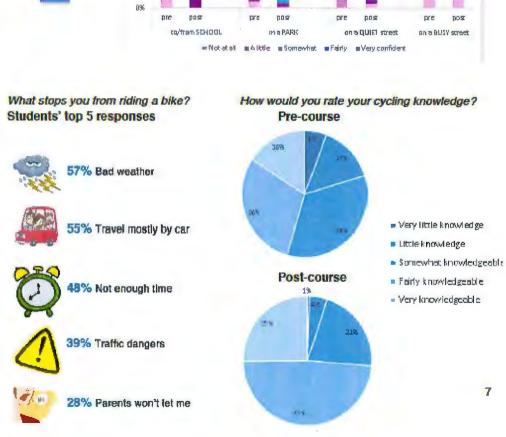
56% of students said they were more likely to ride a bike after the course

75% of students said the course was effective in teaching them bike safety skills

4% of students say they have never ridden a bike prior to the course – on par with the regional average of 3%

Students reported a 24% increase in riding after the course





HIGHLIGHTS: HUB 2015 Bike Education results in Richmond

43 immigrant newcomers to Richmond completed a HUB Cycling Immigrant Learn to Ride course during August and September 2015.

ISSofBC, SUCCESS and Richmond Multicultural Community Services referred settlement service clients who would benefit from the course.

ISSofBC staff stepped forward to coordinate course recruitment, provide classroom space, and assist with course delivery.

HUB organized courses for groups of newcomers who have never ridden before (Level 1), and groups who have prior cycling experience (Level 2).

All immigrant newcomer course participants (Levels 1 and 2):

- Developed their ability to balance, pedal, steer and brake on a bicycle
- Built their basic cycling skills including straight-line riding, turning, braking, shoulder checks, and hand signals

Immigrant newcomers with prior cycling experience (Level 2):

- Learned about the Canadian road use context, specific traffic law (BC Motor Vehicle Act) and how insurance applies to cycling
- Gained knowledge about urban cycling infrastructure and safety equipment
- Became familiar with various types of cycling gear including clothing, helmets, lights and reflectors, cargo carriers, tools and rain gear
- · Understood the dynamics of bike storage, security, and theft prevention
- Learned how to assess their bike's condition, and make basic adjustments to keep their bike operating well
- Built practical urban cycling and collision avoidance skills in a group ride setting.
- Found out about the most useful Metro Vancouver cycle route planning resources and how to use them
- Assessed their individual course learning outcomes through applied road and written tests.

Feedback from ISSofBC Staff and Course Participants

Hello Scout and HUB team

Thank you very much for the wonderful Cycling workshops that you conducted in August and September for our clients. It was extremely useful and we are getting very positive feedback from participants. For ISSofBC's clients it was not only workshop but it was also wonderful networking opportunity and learning about Canadian culture.

Your team is very knowledgeable, approachable and have very positive attitude which is very important for clients. Many commented that there was good interaction between the participants and HUB staff, who were receptive to all questions and able to adapt to different English levels. Here are some quotes from survey that we did:

"My fear of driving on roads with heavy traffic is disappeared"

"Thanks for giving me this opportunity. Everybody in Canada needs to learn cycling and be able to cycle safely in beautiful places of BC and be integrated into Canadian culture."

"I learned so many practical tips that helps me to bike and enjoy",

"HUB's professional staff did a good job teaching biking skills. I tried to learn for months on my own some years back, but I got nowhere near I am now. I truly appreciate the autonomous approach in learning how to cycle. I was allowed to learn at my own pace, and challenged in a specific way that I challenged myself too. I was not asked to do more than what I was willing to do; this actually helped settle my apprehensions and fears."

Congratulations HUB team! WELL DONE AND WELL ORGANIZED!!



Report to Committee

To:

Public Works and Transportation Committee

Date:

December 21, 2015

From:

Victor Wei, P. Eng.

File:

01-0100-30-TSAD1-

Director, Transportation

01/2015-Vol 01

Re:

Traffic Safety Advisory Committee - Proposed 2016 Initiatives

Staff Recommendation

1. That the proposed 2016 initiatives for the Traffic Safety Advisory Committee, as outlined in the staff report titled "Traffic Safety Advisory Committee - Proposed 2016 Initiatives" dated December 21, 2015 from the Director, Transportation, be endorsed.

2. That a copy of the above report be forwarded to the Richmond Council-School Board Liaison Committee for information.

Victor Wei, P. Eng. Director, Transportation (604-276-4131)

REPORT CONCURRENCE			
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER	
Community Bylaws Fire Rescue RCMP		_ pre Enes	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:	APPROVED BY CAO	

Staff Report

Origin

Council endorsed the establishment of the Traffic Safety Advisory Committee (TSAC) in 1997, in order to create a co-operative partnership between City staff, community groups and other agencies that seek to enhance traffic and pedestrian safety in Richmond. The Committee provides input and feedback on a wide range of traffic safety issues such as school zone concerns, neighbourhood traffic calming requests and traffic-related education initiatives. TSAC currently has representation from the following groups: Insurance Corporation of BC (ICBC), Richmond School District, Richmond RCMP, Richmond Fire-Rescue, and the City's Transportation and Community Bylaws Divisions. This report summarizes the Committee's activities in 2015 and identifies proposed initiatives for 2016.

Analysis

The Committee's major activities and accomplishments in 2015 are summarized below.

Road and School Zone Safety Initiatives in 2015

The Committee provided input on and/or participated in the following measures aimed at improving the safety of Richmond roads for all users, particularly in school zones.

Pedestrian Zone Markers – School Zones: Last year's report on TSAC activities in 2014 noted that street-mounted vehicle speed limit signs or "pedestrian zone markers" were installed on a pilot basis at the following school zones to encourage drivers to slow down through visually narrowing the roadway: (1) Tweedsmuir Avenue in the vicinity of Maple Lane Elementary School; and (2) Albert Road in the vicinity of Anderson Elementary School.

The results of post-installation traffic studies undertaken in 2015 indicate that both installations were effective in achieving a reduction in vehicle speeding. The signs also garnered the local support of school administrative staff and residents. Given these positive results, the installation of pedestrian zone markers will be considered for other school zone locations where traffic studies confirm a speeding issue. Potential sites include: Azure Road (Brighouse Elementary School), Lassam Road (McKinney Elementary School), Cook Road (Cook Elementary School), and Westminster Highway (Choice School).

• <u>Pedestrian Zone Markers – Other Sites</u>: Given the effectiveness of the pedestrian zone markers in school zones, a further pilot application outside of a school zone was undertaken on westbound Saunders Road approaching Garden City Road. The intersection has recorded vehicle crashes that may be attributable to drivers on Saunders Road not being aware of the stop control due to the curve in roadway as it approaches Garden City Road. The sign (Figure 1) provides additional notice to motorists of a stop sign ahead. There have been no recorded vehicle crashes at the intersection since the installation of the sign in August 2015.

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¹ The Committee has been without a representative of the Richmond District Parents Association (RDPA) since July 2009. As staff recognize that a volunteer parent may find it challenging to attend TSAC meetings, staff have advised the RDPA that individual Parent Advisory Committee (PAC) members are welcome to attend TSAC meetings to discuss any school-related traffic sactions. 343

• School Travel Planning: Participation in a pilot program with the Richmond School District, TravelSmart (part of TransLink) and HASTe (Hub for Active School Travel, contractor to TravelSmart) to develop a customized School Travel Plan (STP) for three elementary schools: Garden City, AB Dixon and Walter Lee. The STPs aim to create an environment that encourages healthy and active transportation to and from school, improves the journey for those who



Figure 1: Pedestrian Zone Marker on Saunders Road

use vehicles or take school busses, and improves transportation safety for everyone.

• <u>Traffic Calming in Burkeville</u>: In 2014, the Committee discussed potential measures for the Burkeville area in light of residents' concerns regarding motorist speeds and clarity of right-of-way at uncontrolled intersections. As a result, a number of stop signs were installed at T-intersections in 2014 and, as approved by residents via a survey, two speed humps each were installed in 2015 on Catalina Crescent (fronting the playground) and on Wellington Crescent (fronting Sea Island School).

Traffic Radar Data Collection Units

The Community Safety Division funded the purchase in 2015 of two radar traffic data collection units for the Transportation Department in collaboration with the Richmond RCMP's Traffic Section. The radar units, which are temporarily mounted to existing streetlights, are capable of recording two lanes of vehicle traffic 24 hours a day for up to one week. The vehicle data collected by these radar units includes vehicle speed, length of vehicle, time, date, etc and the software can calculate the percentage of speeding motorists at varying thresholds above the posted speed limit (e.g., 10, 15 or 20 km/h over the posted speed limit).

With the data collected by the detectors, Transportation staff will be able to provide Richmond RCMP with detailed vehicle speed reports that can be used to identify optimal

Table 1: Initial Locations for Traffic Radar Data Collectors

Loc	ation
1 Steveston Hwy (Gilbert Ro	
	No. 2 Road): completed
2	Saunders Road at Garden
	City Road
3	21,000-block River Road
4	8500-block Cook Road (Cook
4	Elementary School)
5	No. 5 Road (Steveston Hwy-
5	Westminster Hwy)
6	14,000-block Westminster
0	Hwy (east of No. 6 Road)
7	Sidaway Road (Steveston
	Hwy-Blundell Road)

times to carry out speed enforcement and help guide deployment of Richmond RCMP staffing resources. Richmond RCMP has provided the City's Transportation Department with an initial list of key corridors for deployment (see Table 1), of which the study of Steveston Highway has been completed. This data indicated that motorists exceed the speed limit of 50 km/h typically during the morning and afternoon peak periods during the week and during the afternoon peak period on weekends. The recorded 85th percentile (i.e., 85 per cent of vehicles are travelling at or below that speed), which is typically used to determine the prevailing travel speed of a particular roadway, was 68 km/h. This information will now enable RCMP to target their enforcement times accordingly.

Formation of Pedestrian Safety Sub-Committee

Pedestrian safety remains one of Richmond RCMP's key Community Objectives within its 2015-2016 Annual Performance Plan as, despite success in reducing pedestrian fatalities and injuries in past years, the majority of recent traffic fatalities in Richmond are still pedestrian-related. To this end, a Pedestrian Safety Sub-Committee of TSAC was formed in August 2015 with a specific focus on enhancing pedestrian safety through education and enforcement initiatives as well as improvements to the built environment. Initially, the Sub-Committee will be identifying successful pedestrian safety measures from other jurisdictions that have the potential for application in Richmond.

Traffic and Pedestrian Safety Campaigns in 2015

Committee members participated in the following ICBC- and Richmond RCMP-led road and pedestrian safety campaigns.

- <u>Pedestrian Safety</u>: Richmond RCMP in partnership with ICBC conducted a number of
 pedestrian safety education and enforcement campaigns (e.g., distribution of reflective arm
 bands and proactive engagement with pedestrians) in Richmond that targeted the following
 locations:
 - o January: vicinity of Richmond-Brighouse Canada Line station;
 - o July and November: six locations along No. 3 Road within the City Centre;
 - October: vicinity of three schools (General Currie Elementary School, Kingswood Elementary School and Cook Elementary School) with a focus on interacting with students; and
 - o November: civic precinct (Minoru Library, Aquatics-Arenas, Seniors Centre) with a focus on interacting with seniors.
- "<u>Project Swoop</u>": During this event Speed Watch volunteers set up a speed reader board at a high incident crash location and those drivers who choose to continue to speed even after being clocked by the Speed Watch volunteers will receive a speeding ticket from an RCMP officer a few blocks down the road. Richmond RCMP in partnership with ICBC conducted two Project Swoop events in May and September 2015 during which 10 locations throughout Richmond were targeted for an entire day with the participation of 45 volunteers and nine RCMP traffic officers at the May event and 40 volunteers and 12 RCMP traffic officers at the September event.
- <u>Distracted Driving</u>: as part of this campaign that is conducted year-round, community police volunteers conducted three "Cell Watch" blitz days in March and September.
- <u>Auto Crime Awareness</u>: as part of this annual campaign each April, community police volunteers conducted four "Lock Out Auto Crime" blitz days. Lock Out Crime audits are also conducted year-round by community police volunteers.

Proposed Traffic Safety Activities for 2016

In addition to developing and providing input on corrective measures to address identified traffic safety concerns, the Committee will undertake a number of proactive initiatives to enhance traffic safety in 2016.

- *Traffic Calming*: the assessment, implementation and monitoring of road safety and traffic calming measures where warranted in local neighbourhoods, together with consultation with Richmond RCMP and Richmond Fire-Rescue prior to the implementation of any traffic calming measures.
- <u>School Zone Traffic Safety</u>: continued participation in the pilot School Travel Planning project, on-going review and improvement of traffic and pedestrian safety in school zones through improving vehicle parking and circulation layout at schools, supporting the enforcement of school zone traffic violations, and introducing new walkways and crosswalks as well as upgraded crosswalks to improve pedestrian safety.
- <u>Pedestrian & Traffic Safety Campaigns</u>: continue to support and participate in on-going multi-agency efforts to increase the level of pedestrian and traffic safety, such as annual campaigns held by ICBC and Richmond RCMP.
- <u>Discouraging Vehicle Speeding</u>: the member agencies of the Committee will continue to jointly work on initiatives to curb vehicle speeding in the community, such as the targeted enforcement program of Richmond RCMP.
- <u>Special Events</u>: provide comment and input from a traffic safety perspective on the development and implementation of traffic management plans to support special events.
- <u>Richmond Parking Advisory Committee</u>: provide input to this Committee as required, as some items may have traffic safety implications (e.g., changes to on-street parking regulations).

Financial Impact

None. Costs associated with the installation of traffic control devices, walkway construction and other road and traffic safety improvements are normally accommodated in the City's annual capital budget and considered as part of the annual budget review process. Some of these projects are eligible for financial contribution from external agencies (e.g., ICBC and TransLink). If successful, staff will report back on the amount of financial contribution obtained from these external agencies through the annual staff reports on ICBC and TransLink costsharing programs respectively.

Conclusion

The Traffic Safety Advisory Committee is one of the few multi-agency forums in the region dedicated to enhancing pedestrian and traffic safety within its home municipality. Since its inception in 1997, the Committee has provided input on and support of various traffic safety improvements and programs and initiated a range of successful measures encompassing engineering, education and enforcement activities. Staff recommend that the proposed 2016 initiatives of the Committee be endorsed and this staff report forwarded to the Richmond Council-School Board Liaison Committee for information.

Joan Caravan

Transportation Planner

(604-276-4035)

(on behalf of the Traffic Safety Advisory Committee)



Report to Committee

To:

Public Works and Transportation Committee

Date:

December 7, 2015

From:

John Irving, P.Eng. MPA Director, Engineering

File:

10-6160-07-01/2015-

Vol 01

Re:

Richmond's Invasive Species Action Plan

Staff Recommendation

That the Invasive Species Action Plan, as described in the staff report titled "Richmond's Invasive Species Action Plan," dated December 7, 2015 from the Director, Engineering, be adopted.

John Irving, P.Eng. MPA Director, Engineering

(604-276-4140)

Att. 1

REPORT CONCURRENCE			
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER	
Parks Services Engineering - Planning Sewerage & Drainage	团 团 团	200	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:	APPROVED BY CAO	

Staff Report

Origin

This report summarizes invasive species management in the City of Richmond to date, and presents the Invasive Species Action Plan. Chapter 9 of the OCP, entitled "Island Natural Environment" provides direct support within its policies to "establish an Invasive Species Management Program which includes community and institutional partners, to reduce the spread of invasive species and consequent risk to City infrastructure and loss of biodiversity." The development of the Invasive Species Action Plan is also supported by the recently adopted Ecological Network Management Strategy, which contains a priority action to develop a plan to guide management of invasive plants and other species.

To mitigate the significant infrastructure, ecological and economic implications of invasive species, the City has been proactively addressing emergent invasive species issues on City and privately-owned lands. The City is a demonstrated leader in invasive species response within the region, and the Invasive Species Action Plan formalizes a strategic and risk-based approach to guide and prioritize invasive species management into the future. The Plan provides guidance on setting priorities, establishing a consistent approach, and delivering public outreach and engagement.

This report supports Council's 2014-2018 Term Goal #4 Leadership in Sustainability:

4.2. Innovative projects and initiatives to advance sustainability.

Background

Invasive Species in Richmond

Invasive species are plants, animals, and insects that occur outside of their natural range and have significant infrastructure, ecological, and economic impacts once established. A number of introduced species are considered 'invasive' because they flourish and spread rapidly in the absence of natural predators and other controls.

As an island municipality, Richmond faces unique challenges. The city's floodplain, drainage network and transportation hubs create high susceptibility to invasive species. In particular, Richmond's wetlands, watercourses, and foreshore facilitate the introduction and spread of aquatic and riparian invasive plants. The City's drainage infrastructure is particularly affected by aquatic invasives (e.g. Parrot's feather, Brazilian elodea) which trap sediment, limit drainage capacity and conveyance, and increase ditch maintenance costs. Dike infrastructure and pump stations can be undermined by the extensive root systems of invasive knotweed species. These invaders also significantly impact biodiversity, as they out-compete native vegetation, reduce suitable habitat for wildlife, and alter food webs.

Invasive Species Management to Date

Since the adoption of Invasive Species Management in 2009 through the Enhanced Pesticide Management Program (EPMP), the City has been able to address a burgeoning need. Invasives

Species Management first emerged in response to media campaigns and the discovery of Giant hogweed in 2010. Management continued to advance when the City identified the first known regional infestations of the Common Reed, Parrot's Feather, and Brazilian Elodea, all high-risk aquatic invasive plants. As a result, invasive species control and eradication measures have quickly expanded within the EPMP, and new initiatives and resources for management has become an increasingly larger component of the program over time. The City has undertaken a broad range of initiatives in recent years, positioning itself as a leader in the region for invasive species response, including:

- Establishment of a reporting phone line and email for residents;
- Internal education across City departments, including staff training;
- Inventory, monitoring and mapping of high-risk invasive species;
- Delivery of pilot trials for determining containment and control options;
- Partnership with the Province for early detection and rapid response (EDRR) programs, targeting new and aggressive invasive species;
- Annual provincial funding for invasive species management (\$7,000)
- Collaboration with regional and provincial organizations to develop best management practices and response protocols;
- Collaboration with YVR for inter-jurisdictional management of invasive species; and
- Community education and outreach, including invasive species removal events in City parks (e.g. Garden City Community Park).

Despite the many achievements to date with invasive species response, the lack of a comprehensive approach to invasive species in the City has resulted in an ad hoc approach to management. There is a clear need to formalize an overarching approach to guide the management of invasive species, and to ensure greater consistency and efficiencies for City-wide risk reduction.

Analysis

<u>Invasive Species Action Plan – Management Strategies</u>

The management strategies presented within the Invasive Species Action Plan focus primarily on eight priority invasive species that pose serious impacts to infrastructure, ecology, and human health, and are summarized below:

Priority Invasive Species in Richmond

Common Name	Area of Impact		
	Infrastructure	Ecological	Human health & safety
Brazilian Elodea	✓	✓	
Eurasian Milfoil	✓	✓	
Parrot's Feather	✓	✓	
Giant Hogweed		✓	✓
Common Reed	✓	✓	
Knotweed species	✓	✓	
Wild Chervil		✓	✓
European fire ants		✓	✓

The management strategies outline the implementation approach of the Invasive Species Action Plan, targeting different areas of application for Invasive Species Management within the City. The management strategies are:

- Monitoring and mapping to determine species distribution and abundance;
- Early detection and rapid response (EDRR) for new introduced species;
- Control methods for knotweed, aquatic species, giant hogweed, and fire ants;
- Integration of best management practices into City operations;
- Development and delivery of control trials;
- Community education, outreach, and stewardship; and
- Collaboration and partnerships.

Each management strategy is supported by a number of recommended short, medium, and long-term actions that build off the unique issues and opportunities facing priority invasive species. Some short-term priorities include:

- Develop inventory and mapping protocol for priority aquatic (Parrot's Feather) and terrestrial (Knotweed, Giant Hogweed) species;
- Develop best management practices for controlling Knotweed near shoreline and water bodies:
- Deliver internal education and training for City staff;
- Deliver City's EDRR program for public and private lands; and
- Develop online, social media tools, and public workshops to educate residents about invasive species management.

As Invasive Species Management is an evolving field, priorities may change over time as new information and research becomes available, or new high risk invasive species emerge.

Financial Impact

None at this time. Staff resources for Invasive Species Management are currently funded through the EPMP, while existing departmental operating budgets support ongoing management activities. Additional funds received through annual capital budget requests further augment the capacity for staff to manage and deliver invasive species initiatives. As implementation proceeds, any additional funding needs (capital and/or operating) will be brought forward for Council consideration.

Conclusion

Since the inception of Richmond's Enhanced Pesticide Management Program (EPMP), the City has actively demonstrated leadership in Invasive Species Management through a variety of control, containment, EDRR, and outreach initiatives. There is an increasing need for a comprehensive framework to guide management and prioritization of invasive species response. The Invasive Species Action Plan builds on the City's accomplishments to date and provides clear direction for the management and control of invasive plants and other species within Richmond over time. While the establishment and spread of invasive species will continue to be

an ongoing challenge, articulating priorities and pursuing early detection and rapid response initiatives can ultimately decrease the ecological impact and economic cost of control measures in the long term.

Lesley Douglas

Manager, Environmental Sustainability

(604-247-4672)

LD:hst

Att. 1: Invasive Species Action Plan





City of Richmond Invasive Species Action Plan

December 2015



Acknowledgements

This document was prepared by the City of Richmond Engineering and Public Works Division – Sustainability and District Energy Section. We would like to acknowledge the contribution of Diamond Head Consulting and Raincoast Applied Ecology in the development of this report.





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Executive Summary



Wild chervil found along Richmond's popular West Dike trail

Invasive species are plants, animals which occur outside their natural range and can have significant ecological, social and/or economic impacts once established. As an island municipality with extensive shoreline, inland watercourses, and significant people and goods movement hubs, Richmond is particularly vulnerable to the introduction and spread of invasive species.

Over two dozen invasive plants, animals and insects have been detected in Richmond. This includes several high risk species such as knotweed (which can grow through asphalt), parrot's feather (which impacts the storm drain system), fire ants (whose painful sting renders infested turf impassable) and giant hogweed (which can cause severe skin burns).

The City of Richmond (the City) has taken a pragmatic approach to managing invasive species and continues to be at the forefront of efforts to detect and rapidly respond to newly arrived invasive species. Under the City's Enhanced Pesticide Management Program invasive species management in Richmond has produced many noteworthy accomplishments including:

- Identification and control of all known giant hogweed and common reed occurrences;
- Inventory of high risk species, including Brazilian elodea and parrot's feather in watercourses, and knotweed on dike infrastructure;
- Treatment trials and research for parrot's feather, knotweed and wild chervil control;
- · Partnerships with regional and provincial organizations and agencies;
- Control and monitoring of invasive species in City parks and trails;
- · Awareness and education initiatives for the community; and
- · Providing invasive species training to City staff; and
- Active collaboration on the management of invasive species with Metro Vancouver, Invasive Species Council of Metro Vancouver (ISCMV), Invasive Species Council of BC (ISCBC), Ministry of Forests, Lands and Natural Resources (FLNRO), and Inter-Ministry Invasive Species Working Group (IMISWG).

The development of the 2015 *Invasive Species Action Plan* is intended to build upon these accomplishments and to provide a clear direction regarding the City's management of invasive species over the short, medium and long-term. The three overarching goals that guide the development of the Invasive Species Action Plan are:

- 1. To reduce the economic and environmental risks of invasive species in Richmond by establishing a comprehensive approach to invasive species management;
- 2. To establish and implement monitoring and control procedures to reduce the risk and impacts of invasive species in the city; and
- 3. To increase awareness of invasive species within the community and the importance of prompt management.



The spread of knotweed creates local and regional challenges, and requires both partnerships and local action

To achieve these goals, the Invasive Species Action Plan recommends 11 overarching management strategies to guide the City. The management strategies are summarized below:

- 1. **Monitor and Map Invasive Species** to understand distribution and abundance;
- 2. **Establish an Early Detection and Rapid Response** as an overarching approach to identify, track and control emerging invasive species in their early stages;
- 3. **Manage and Control Knotweed** on dikes, shorelines, vulnerable sites, and areas of high ecological value;
- 4. Manage and Control Aquatic Weeds, within the city's watercourses;
- 5. Manage and Control Giant Hogweed through building on ongoing initiatives;
- 6. **Monitor and Control Fire Ants**, in collaboration with external agencies, specialists, and organizations;
- 7. **Integrate Invasive Species Management into City Processes** to internalize effective approaches to prevent spread and control infestations;
- 8. **Research Control Methods** and implement trials, in order to identify viable control solutions;
- 9. **Provide Invasive Species Education and Awareness** for staff, residents, and stakeholders:
- 10. **Support Community Stewardship** to control invasive species on public and private lands, and restoration with native plantings; and
- 11. **Collaboration and Partnerships** to address invasive species management across boundaries.

Each management strategy is supported by a number of recommended action items, assigned as either short-term (1 to 2 years), medium-term (3 to 5 years), or long-term (5 years onwards) priorities. Some of the recommended short-term actions include:

- Develop inventory surveys and mapping protocol focused on priority aquatic (parrot's feather) and terrestrial (knotweed, giant hogweed) species;
- Develop best management practices for controlling knotweed near shoreline and watercourses;
- Promote internal education and training for City staff on invasive species management;
- Delivery of City's early detection and rapid response program for public and private lands; and
- Active utilization of tools such as the City's webpage, social media, and workshops to inform and update residents about invasive species management.

1.0 Introduction

1.1 What are Invasive Species?

Invasive species are plants, animals and insects that occur outside of their natural range and have significant ecological, social and/or economic impacts once established. Introduced (i.e. exotic) species are common in our landscapes. Most non-native species are either unable to adapt to local conditions or, if they do establish, do not cause significant impacts. However, a small number of introduced species are considered "invasive" because they are able to flourish and spread rapidly in the absence of natural predators and other controls. Invasive species that flourish tend to out-compete native vegetation and reduce local ecosystem biodiversity. Climate change and resulting ecological shifts also increase the city and region's vulnerability to the arrival and spread of new invasive species.

Social Impacts	Ecological Impacts	Economic Impacts
 Health and safety risks for humans and domestic animals Alter and degrade valued landscapes and view corridors Impede recreation access 	 Reduce biodiversity and alter ecosystem function Reduce wildlife habitat and forage Increase vulnerability of species at risk Outcompete native plants De-stabilize riparian areas 	 Degradation and loss of productive agricultural land Damage to critical infrastructure (drainage systems, dikes, roads, building foundations, etc.) Reduce property values Increase maintenance costs

Invasive species spread by a variety of means including farming, gardening, improper disposal of garden waste, dumping of unwanted pets and aquariums, soil transfer, water and wind movement, and by 'hitching a ride' on vehicles, cargo ships, people, animals and birds. Once established, invasive species are difficult and costly to control because they are very effective at establishing, reproducing, and spreading.

Successful invasive species management requires a long-term approach. Some invasive plants have long-lived seeds or deep roots that require monitoring and treatment over many years to ensure they are eradicated. In addition, new species are introduced and new infestations develop or expand. This strategy addresses both short- and long-term actions for managing invasive species in Richmond.



Himalayan Knotweed

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Parrot's feather spreads prolifically, impeding drainage and water flow, making consistent management necessary

1.2 Why Develop an Action Plan?

The establishment and spread of invasive species will continue to be an ongoing challenge within the City of Richmond, however early action and prevention measures can decrease the impact and cost of control measures in the long term.

The *Invasive Species Action Plan* provides a strategic, risk-based approach to guide and prioritize invasive species management in Richmond. The Plan provides guidance on setting management priorities, establishing a consistent approach to invasive species management for City staff and departments, and coordinating public outreach and engagement.

1.3 Goals

There are three overarching goals that guide the development of the *Invasive Species Action Plan*:

- To reduce the economic and environmental risks of invasive species in Richmond by establishing a comprehensive approach to invasive species management;
- To establish and implement monitoring and control procedures to reduce the risk and impacts of invasive species in the city;
- To increase awareness of invasive species within the community and the importance of prompt management.

1.4 Regulatory Context

Invasive species are regulated at the federal, provincial and municipal level, each with regulatory tools that influence how invasive plants and pests are managed. Most federal and provincial regulations are focused on invasive species with potential economic harm (agricultural or forest pests) and have limited effect on urban areas. The following section summarizes the key regulations supporting invasive species management.

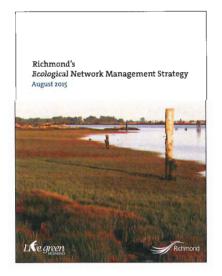
- The **federal** *Plant Protection Act* and *Seeds Act* restrict the entry of regulated pests into Canada.
- The **provincial** Weed Control Act and Community Charter Act enable the City to manage the invasive plant problem through legislation and bylaws. The Weed Control Act is considered to be the key invasive plant legislation that offers municipalities the greatest ability to encourage and seek action of private property owners. The Act only applies to listed Noxious Weeds.
- In the municipal setting, historically the City of Richmond has relied on the authority provided by its *Unsightly Premises Bylaw* and the BC *Weed Control Act* to compel private landowners to control noxious weeds as well as comply with its own duties as a land owner. In the case of giant hogweed, this has proven an effective means of obliging private property owners to treat their own infestations. The use of chemical treatments to control invasive species is regulated under the City's *Pesticide Use Control Bylaw*.

Summary of existing federal, provincial and municipal regulations related to invasive plant management.

Jurisdiction	Regulation/Bylaw	Relevance
	Plant Protection Act S.C. 1990, c.22	Identifies a list of species ¹ that are considered <i>pests</i> in Canada. Regulates the distribution of these species. Species include diseases, insects, plants, nematodes, etc.
Federal	Seeds Act, R.S.C. 1985, c. S-8	Regulates the distribution of the seeds of species that are designated as <i>Prohibited Noxious Weeds</i> .
	Fisheries Act — Proposed Aquatic Invasive Species Regulations ²	Purpose of proposed regulations is to manage the threat of aquatic invasive species. Species will be classified into three categories which will dictate risk level and prohibitions.
	Weed Control Act [RSBC 1996] CHAPTER 487	Identifies plants that are classified as noxious weed species in BC. Places a duty on all land owners to control these species. This does not apply to federal lands.
Provincial	Community Charter Act	Authorizes municipalities to regulate invasive plants on private property through the use of bylaws. Regulatory powers depend on the threat posed (environmental, nuisance or public health concern).
	Integrated Pesticide Management Act	The Integrated Pest Management (IPM) Act and regulation are the primary regulatory tools governing the sale and use of pesticides in BC. These tools establish conditions for the sale and use of pesticides in the province through a classification system and regulatory provisions for licences, certification, permits, Pest Management Plans and ministry responsibilities. The regulation also contains public notification, consultation, reporting and record keeping provisions — as well as standards for IPM programs and use of pesticides aimed to ensure protection of human health and the environment
	Wildlife Act	Purpose of regulation is to preserve habitats critical to wildlife species particularly those that are at risk.
	Unsightly Premises Bylaw No. 7162, 2001	Requires that private property does not accumulate noxious matter or substances and be kept clear of weeds.
	Solid Waste and Recycling Bylaw No. 6803, 1999	Prohibits dumping garbage or other discarded material on any road, park or public place.
City of Richmond	Pesticide Use Control Bylaw No. 8514, 2009	Regulates the use of pesticides. Prohibits use for the purpose of maintaining outdoor trees, shrubs, flowers, other ornamental plants or turf on private residential property or City land. There are several exceptions including use of pesticide in response to a human or animal health issue.
	Boulevard Maintenance Regulation No. 7174, 2001	Requires that property owners keep boulevards free of noxious weeds.

Pests regulated by Canada under the *Plant Protection Act* www.inspection.gc.ca/plants/plant-protection/pests/regulated-pests/eng/1363317115207/1363317187811 Aquatic Invasive Species Regulations. www.dfo-mpo.gc.ca/acts-lois/rules-reglements/rule-reglement01-eng.htm





1.5 Municipal Policy Context

The *Invasive Species Action Plan* is congruent with the mandates of several Richmond policies, plans and objectives, including the:

- 2041 Official Community Plan, updated in 2012, serves as the City of Richmond's overarching framework that lays out the community vision for the social, economic, land use, design, transportation and environmental future, with supportive guidelines and policies to achieve this vision. Chapter 9 Island Natural Environment of the OCP recognizes issues facing Richmond's natural environment such as loss of biodiversity due to climate change impacts, urbanization and proliferation of invasive species. Supportive policies are included within the OCP to reinforce the need to address invasive species issues. This includes a policy to establish an Invasive Species Management Program that includes community and institutional partners to reduce the spread of invasive species and consequent loss of biodiversity. Another policy speaks to the need for collaboration with partner agencies to reduce the impacts of invasive species expansion.
- Ecological Network Management Strategy, adopted by Council in 2015, provides the framework for managing and guiding decisions regarding the city-wide system of natural areas and the ecosystem services they provide. The strategy details out the ecological issues and opportunities that are unique to the distinct geographies within Richmond, and the issue of invasive species is identified as a challenge for many of Richmond's different landscapes. Reduction of invasive species is seen as critical to maintain public safety, preserve biodiversity and protect lands of high ecological value. Implementation of the strategy includes an action targeting the development of a plan to guide invasive species management.
- 2022 Parks and Open Space Strategy was adopted in 2013 to guide the City's delivery of services in parks and open spaces. The strategy outlines the trends and challenges affecting the delivery of these services and defines the priorities for sustaining and expanding the system over time. The strategy recognizes the need for control of invasive plant species for reasons of public safety and parks with high ecological value, and one of the priority actions listed within the Green Network focus area is to develop a systematic approach to addressing invasive plant species.

1.6 Origins of Invasive Species Management in Richmond

Invasive species management in Richmond emerged out of the **Enhanced Pesticide Management Program (EPMP)**, adopted by Richmond City Council in 2009 as a response to community interest for a bylaw banning the use of pesticides for cosmetic purposes. The comprehensive EPMP contains a municipal bylaw (the *Pesticide Use Control Bylaw*) that restricts the use of pesticides for cosmetic purposes, and supportive outreach and educational resources to inform residents how to switch to pesticide-free practices. Richmond's *Pesticide Use Control Bylaw* is considered one of the most progressive in Metro Vancouver, and having an EPMP in place represents a pro-active municipal approach to regulating cosmetic pesticide use in the absence of a provincial ban on the use of pesticides for cosmetic purposes.

The EPMP facilitates the City to take a sustainable approach to reflect the Provincial's Integrated Pest Management Regulation and *Weed Control Act*, and City policies regarding the use of pesticides under the City's *Pesticide Use Control Bylaw*. As part of this approach, invasive species control is an integral part of the EPMP. The treatment of



Canada thistle is primarily an agricultural invasive, and can disperse widely due to its lightweight seeds



The City of Richmond identified the first infestation of common reed (Phragmites) and annual control has been in collaboration with the Province

invasive species addresses issues affecting ecological integrity, economic disturbances and health and safety. The control of invasive species with chemical treatments for biodiversity or infrastructure risks is exempt from the City's Pesticide Use Control Bylaw as it is not for cosmetic purposes.

Since its inception, the scope of the EPMP has been broadened to enable the City to comprehensively manage and respond to the proliferation of invasive species. Under the EPMP, invasive species awareness grew dramatically from 2010 onwards as a direct result of media coverage for new invaders to the region such as giant hogweed and European fire ants. In addition, the City discovered the first known regional infestation of a new high-risk invasive plant species in 2011, the common reed. As a result, control and eradication measures for invasive species have expanded within the EPMP, with new initiatives and resources for invasive species management becoming an increasingly larger component of the program over time.

As Richmond experiences climate change and associated ecological shifts that influence the proliferation of invasive species, the EPMP enables Richmond to adapt and respond to these shifts, as well as to evolving senior and local government priorities. Under the umbrella of the EPMP, the City is able to identify, control, and monitor invasive species, with the aim of reducing exposure to costs and risks over time.

1.7 Richmond's Leadership in Invasive **Species Management**

Under the umbrella of the EPMP, the City has undertaken a broad range of initiatives in recent years to address invasive species on both public and private lands, positioning the City as a leader in the region for several aspects of invasive species response. Significant programs and initiatives that have contributed extensively to developing Richmond as a leader in its approach to invasive species are summarized below:

- A. Identification is a prominent part of keeping an accurate inventory of invasive species in the environment, and is critical to determine management practices within the community. Timely and accurate identification relies on experts, City staff, and residents having up-to-date knowledge on invasive species characteristics, with a proper channel to report and verify the findings. The City's achievements in early identification include:
 - Identification of Brazilian elodea, a new aquatic invasive plant in Richmond, and subsequent establishment of a provincial partnership to guide early detection and rapid response to work towards treatment;
 - · Identification, treatment and control of the common reed in Richmond, and partnership with the Province to treat and monitor the infestation site. City staff discovered and successfully identified the first known provincial infestation;
 - Identification and control of all known giant hogweed sites on City and private lands.
- B. Inventory & Monitoring is critical to understand the evolving abundance and distribution of invasive species. By doing so, inventory and monitoring provide staff with tools to plan for and identify priorities over time. City activities to date include:
 - Undertaking of GIS inventory and mapping for distribution of invasive knotweeds (around the Lulu Island dike perimeter) and parrot's feather (within the storm drainage system);

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Parrot's feather roots extend into the substrate up to two feet, making control challenging and monitoring critical



Successful frost treatment trial for tackling parrot's feather in a riparian area on Kartner Road



Giant hogweed has been addressed through the City's EDRR response

- Initiation of GIS inventory and mapping of purple loosestrife (Terra Nova Rural Park, Garden City Community Park);
- Identification and annual monitoring of known giant hogweed infestations
 on private properties. The City has had a high success rate with this eradication
 program through collaboration with the Community Bylaws Department
 (i.e. Unsightly Premises Regulation);
- Ongoing monitoring and control of invasives in City parks and trails, including
 in Bath Slough, Richmond Nature Park, Terra Nova Park, Garden City Community
 Park, and King George Park;
- Ongoing monitoring of Canada thistle.
- C. Ongoing Testing and Research Trials for Control Methods provide the opportunity to test out and modify innovative solutions targeting the containment and control of invasives that are actively impacting City-owned lands and infrastructure. To date, the City has undertaken various tests and trials including:
 - Parrot's feather control trials within City watercourses to determine viable containment and control options;
 - Manual and chemical treatment trials for knotweed infestations impacting the dike;
 - · Wild chervil management trials at Terra Nova Rural Park;
 - Establishment of a new City standard for the removal of knotweed roots and stems for all dike upgrade projects.
- D. Early Detection & Rapid Response (EDRR) is a proactive and cost-effective approach to managing invasive species that prevents establishment. Early detection of newly arrived invasive species, followed by a well-coordinated rapid response increases the likelihood of eradication or containment of new incursions. The Province administers the EDRR, and the City has an active partnership with the Province to guide EDRR best management practices for new and aggressive invasive species such as Brazilian elodea and common reed. The City has established its own EDRR program for giant hogweed, even though giant hogweed is not considered a provincial EDRR species.
- **E.** Partnerships are a crucial step for information sharing in an ever-evolving field, and to improve coordination of invasive species response. In addition, invasive species spread regardless of jurisdictional boundaries, and partnerships can result in more effective and collaborative solutions. The City has extensively partnered with many local, regional, and provincial agencies to supplement invasive species management, including:
 - Collaboration with the Ministry of Forest, Lands and Natural Resource
 Operations (FLNRO) to implement Richmond's EDRR Program, and to support
 pesticide applications when and if necessary. Richmond is one of three Metro
 Vancouver municipalities to receive annual funding from the Ministry for invasive
 species control:
 - Collaboration with the provincial Inter-Ministry Invasive Species Working Group (IMISWG) to develop consistent European fire ant communication materials and protocols;
 - Active participation on the Invasive Species Council of Metro Vancouver (ISCMV) and the Invasive Species Council of British Columbia (ISCBC);

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Public notification sign at McDonald Beach, cautioning the public of the fire ant infestation



Volunteers contribute to a City-led invasives removal event as part of Earth Day festivities

- Member of the BC Spartina Working Group;
- Collaboration with Thompson River University specialists to confirm fire ant identification and to provide support for private landowners with fire ant infestations:
- Collaboration with a variety of provincial, regional and local partners to develop a **regional and local response plan** for European fire ant infestations;
- Collaboration with local artists and the Richmond Weavers Guild to harvest invasive plant materials from City parks to be utilized for community weaving projects. These efforts build community awareness regarding the risks and threats associated with invasive species as well using public art as the catalyst for the process;
- Ongoing work with invasive plant specialists, integrated pest management practitioners and horticultural specialists to inform prevention practices.
- F. Education & Awareness must also be in place to spread information community-wide about invasive species and to promote practices that prevent their spread. Education is a considered a softer measure for invasive species response, is cost-effective, and is critical to supplement the City's efforts. The City has undertaken a broad range of education and awareness initiatives, including:
 - Creation of a reporting phone line and email for residents to report invasive species;
 - Dedicated City webpage on invasive species focused on identification and response for European fire ants, European chafer beetle, and giant hogweed;
 - Internal **education and awareness initiatives** amongst City departments, including staff training on identification and management of invasive species;
 - Delivery of ISCMV best management practices training for staff, held every two to three years;
 - Establishment of a City **24-hour response program** for reporting of giant hogweed and European fire ants from the general public;
 - **Engagement with landowners** to support the eradication of giant hogweed and knotweed species on private property;
 - City-led community invasive plant removal events (i.e. King George Park, Terra Nova, Garden City Community Park);
 - Development and presentation of new EPMP 2014 and 2015 information sessions for newcomer invasive pests to Richmond: the European chafer beetle (community workshop) and the European fire ant (staff workshop);
 - Delivery of presentations to Professional Pest Managers of BC (Challenges of Managing Invasive Species for Local Governments) and Master Gardeners of BC (European fire ants);
 - Earth Day and other public events for invasive plant removal (including Garden City Park, King George environmentally sensitive areas, west dike etc.).

2.0 **Background Context**



Terra Nova Rural Park, the foreshore, and the West Dike area all contain susceptible pathways for the introduction and spread of invasive species



Agricultural areas are affected by a distinct group of invasive species

This section provides an overview of the geographic vulnerabilities that make Richmond particularly susceptible to the introduction and spread of invasive species. A risk assessment of the invasive species currently present in the City is provided. The interaction of invasive species risk and stage of invasion is explained in the context of determining the appropriate level of response.

2.1 Geographical Vulnerabilities

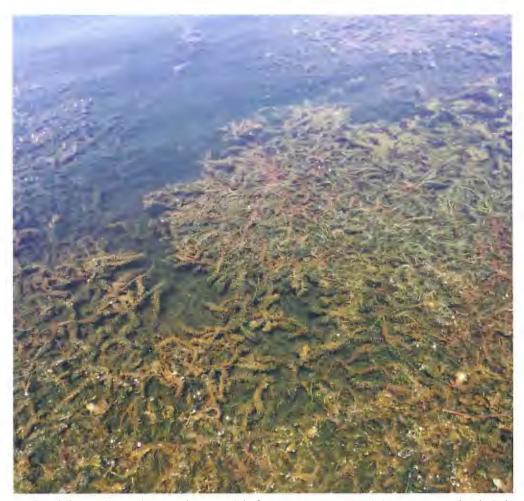
There are a number of factors that put Richmond at higher risk from invasive species compared to other areas of Metro Vancouver:

- Wetlands, Watercourses, and Foreshore Areas are at Risk in Richmond: Richmond is a city of islands surrounded by the channels and intertidal wetlands of the Fraser River estuary. Lowland aquatic habitats such as watercourses, canals and raised bog ecosystems within and around Richmond are susceptible to the introduction and spread of a suite of species associated with these habitats. For example, aquatic weeds such as parrot's feather, common reed, and Brazilian elodea, as well as American bullfrog, non-native fish (carp, bluegill, etc.) are present in Richmond. Spartina, a highly invasive marsh plant found in Boundary Bay, may also colonize Richmond's intertidal wetlands in the future.
- · Agricultural Lands are Hotspots for Invasive Plants: Richmond has a higher proportion of agricultural land than any other urban municipality in Metro Vancouver. Agricultural lands are affected by a distinct group of invasive species such as wild chervil and bull thistle which can degrade pasture or forage quality. Cranberry and blueberry fields also support a distinct group of invasive plants that were introduced from eastern Canada or Europe and have now spread to natural bogs and fens in the region.
- Non-forested Habitats are Susceptible to Invasive Plants: Forests generally have fewer invasive species than open areas because of the lack of available light, soil, and moisture prevents new species from thriving. The predominance of open areas such as old fields, wetlands, ditches, watercourses and mowed dikes make Richmond more susceptible to invasive species establishment and spread compared to other areas of Metro Vancouver.
- Urban Areas Contribute to Invasive Species Introduction: Backyard gardens are also a source of invasive species and are an important dispersal route into some parks and riparian areas. For example, many infestations of yellow lamium and English ivy originated from dumping of garden waste, and parrot's feather was likely introduced from backyard ponds and home aquariums.
- Higher Risks and Costs to City Infrastructure: Dikes, ditches, and pump stations are an essential part of Richmond's drainage and flood protection infrastructure. Trails on the dikes provide recreation access to the city's shoreline. Aquatic weeds reduce the capacity of ditches and watercourses to drain water during winter storms, and the extensive root system of knotweed species can affect dike stability. Dense thickets of Himalayan blackberry also impede access to foreshore parks or trails. Operation activities to control invasive species through mowing, excavation, and other control methods are an increasing cost to the City.

2.2 Invasive Species Risk Assessment

Over two dozen invasive species are known to occur in Richmond, and all of these species have the potential to cause varying degrees of harmful ecological impacts (e.g. out-competing native species, reducing habitat value etc.). Eight of these species have the added potential to pose other serious impacts to infrastructure and/or human health, and are therefore considered **high risk** to the City of Richmond and priority species for management.

The eight **priority species** and their unique risk profiles are described in the table below.



Brazilian elodea, a submerged aquatic plant, spreads by fragmentation, impacting drainage systems and ecological integrity of watercourses

Risk profiles of priority invasive species in Richmond.

Common Name	Risk Profile	
AQUATIC PLANTS		
Brazilian elodea** Eurasian water-milfoil Parrot's feather	 Infrastructure: impedes flood control, storm drain systems and irrigation works; restricts water movement; traps sediment; increases municipal maintenance costs Recreation: hinders activities (e.g. fishing, swimming, boating) Ecological: spreads rapidly and displaces native aquatic vegetation and decreases biodiversity; alters aquatic habitats and food webs; reduces suitable habitat for wildlife; blocks passage of juvenile salmon and other fish 	
TERRESTRIAL PLANTS		
Giant hogweed*	 Human health: sap on skin can cause severe burns and blindness in humans and animals when exposed to sunlight Ecological: displaces native vegetation; reduces suitable habitat for wildlife and decreases biodiversity 	
 Infrastructure: obstructs driver sight lines; alters hydrology; increases municipal maintenance cost Recreation: impedes access Ecological: displaces native vegetation; reduces suitable habitat for wildlife in wetlands and decrebiodiversity 		
Knotweed species*: Bohemian, giant, Himalayan and Japanese	 Infrastructure: destabilize infrastructure, including dike system; increases erosion potential and impedes storm drain system; able to penetrate cement, asphalt, house foundations and walls (e.g. pump stations); obstructs driver sight lines; increases municipal maintenance costs Ecological: displaces native vegetation; reduces suitable habitat for wildlife and fish and decreases biodiversity 	
Wild chervil*	 Human health: sap on skin can cause severe burns in humans and animals when exposed to sunlight Agricultural: reduces forage for grazing; contaminates crops (poor quality forage) 	
Fire ant (European and Impressive)	 Human health: colonies swarm when disturbed and cause painful stings Recreation: impedes access Ecological: Potential to outcompete and displace native ant colonies 	

^{*} Noxious weed regulated under the BC Weed Control Act.

Other invasive species present within Richmond have been classified as non-priority or moderate species for management; however they still have the potential to pose ecological risk. Many of these moderate risk species warrant control in specific circumstances, such as ecosystem restoration projects or volunteer stewardship events in parks. Residents and landscape contractors can help prevent their spread into parks and native ecosystems by avoiding planting these species in gardens and landscapes and by properly disposing of green waste. Refer to Appendix 1 for more information on the moderate risk invasive species in Richmond.

^{**} Proposed prohibited weed in BC.

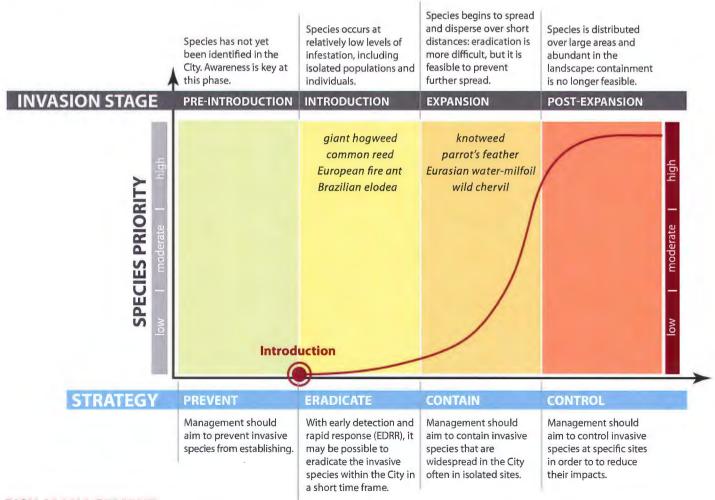
2.3 Stage of Invasion and Risk Management

The risk associated with an invasive species combined with its stage of invasion (current distribution and abundance) in the City provides a quantifiable way to determine the most appropriate and cost effective response.

There is only a small window of time after an invasive species is first introduced where eradication may be possible before the species actively spreads. Once invasive species have established and are actively spreading, the cost of treatment increases exponentially and the likelihood of eradication decreases. In comparison, the cost of preventing their establishment is low, hence the emphasis on prevention in this plan.

The risk management diagram, shown on the facing page, illustrates the relationship between stage of invasion and appropriate management strategy over time. Richmond's eight priority invasive species have been positioned on the graph based on their risk profiles and stage of invasion. The moderate risk species in Richmond (not shown) fall predominately within the expansion and post-expansion stages of invasion.

Risk management overview for priority species in the City of Richmond.



RISK MANAGEMENT

The risk of significant ecological, social and economic impacts grow with increased distribution and abundance of invasive species. That being said, it is not possible or necessarily desirable to eradicate all invasive species. A risk management approach forms the basis for setting priorities for operational activities in order to maximize the cost efficiency of efforts.

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3.0 **Management Strategies**

To guide invasive species management in the City of Richmond, a series of management strategies are recommended as the approach to meet the Invasive Species Action Plan's goals. A number of actions further serve to describe how certain projects or initiatives can support the management strategies. The actions also seek to establish an implementation approach that integrates with current City processes, to build on and enhance existing practices, and to develop best management practices.

As invasive species management is an evolving field: recommended management strategies and actions may also change over time as new information and research becomes available, or new high risk invasive species emerge.

Strategy #1 Monitor and Map Invasive Species

In order to make informed, strategic decisions about which invasive species need to be treated in which locations, the City must have an understanding of species distribution and abundance. The data can be used to identify problematic locations for invasive plant introduction, prioritize control efforts, direct operations and monitor change over time to measure success.

ACTIONS:

- 1. Continue ongoing coordination and development of survey and mapping initiatives for infestations of aquatic (i.e. parrot's feather and Brazilian elodea) and terrestrial (i.e. knotweed and giant hogweed) invasive species.
- 2. Continue efforts to develop a standardized GIS field mapping platform and protocol for City staff.
- 3. Provide mapping/inventory training to City operations staff who are able to integrate the mapping of invasive species into their regular maintenance work (e.g. ditch and dike maintenance, park development and restoration, etc.).
- 4. Devise a monitoring protocol and schedule for treatment sites to ensure consistent records are kept and that appropriate follow-up treatment and maintenance occurs.

Strategy #2 Early Detection and Rapid Response

Once introduced, the most effective and efficient control of invasive species is to treat when still in the introduction phase by using an approach called "Early Detection and Rapid Response" (EDRR). The cost of implementing EDRR is very small compared to the cost of controlling an invasive species that has already established and spread. The Province has an EDRR Plan which outlines how new invasive plant incursions that are of risk to BC can be quickly and effectively addressed. EDRR relies on reports by citizens, staff, or professionals to detect and identify invasive species when they are first introduced; this can be a challenge given the complexity of taxonomic identification of many species.

Early detection of the common reed in Richmond in 2011, and the subsequent rapid response by the City is a noteworthy example of how quick response led to prompt treatment of a new invader, preventing spread and averting the need for a costly control program.

ACTIONS:

- 5. Continue to work in collaboration with the Province on delivery and protocol for the EDRR Program.
- 6. Provide education to residents on emerging invasive species to bolster identification and reporting on emerging species.
- 7. Provide immediate response to reports of emerging invasive species in Richmond.
- 8. Continue delivery of City's successful EDRR program for giant hogweed on both public and privately owned lands.



Dikes and pump stations on the perimeter of Richmond are essential for local flood protection, yet are susceptible to a multitude of aquatic and terrestrial invasives

Strategy #3 Manage and Control Knotweed

Knotweed forms extensive root systems which can penetrate asphalt and destabilize infrastructure. As an island municipality, Richmond is particularly at risk to the threat of knotweed species ability to weaken dike infrastructure, impede water flow in the storm drain system and destabilize watercourse banks. It also poses an ecological risk by outcompeting native vegetation and degrading riparian habitat.

Knotweed is known to occur throughout the City on both public and private lands; in the dike and watercourse system, in streams and wetlands, along roadsides, disturbed sites, and in landscaped areas.

Knotweed spreads prolifically by root and stem fragments. Movement of knotweed contaminated soil, improper disposal of plant material, seasonal mowing and construction activities all contribute to spread across the City and region.

Priority Areas for Management:

- 1. Dike and pump stations
- 2. Watercourse system
- 3. Ecologically sensitive habitats
- 4. Construction sites (public and private)
- 5. City Parks and trails
- 6. Roadside rights-of-way which are mowed to maintain sight lines

ACTIONS:

- 9. Continue to develop a city-wide knotweed control program in collaboration with other City departments and staff.
- 10. Continue the use of City staff resources or contractors to continue knotweed control on priority sites using herbicide (stem injection or foliar application) or excavation (for small infestations and new dikes).
- 11. Develop best management practices for controlling knotweed near shorelines and watercourses.
- 12. Incorporate knotweed control and soil management and disposal guidelines into development permits and servicing agreements when knotweed is present.
- 13. Collaborate with FLNRO, ISCMV and ISCBC regarding up-to-date approaches for knotweed control, disposal, treatment, standards and practices.
- 14. Explore provincial permitting options for knotweed management in unique conditions.
- 15. Develop guidelines or protocol for disposal of excavated knotweed materials.



Japanese knotweed along Airport Road in Burkeville

Strategy #4 Manage and Control Aquatic Weeds

Richmond's inland watercourses are susceptible to the establishment and spread of aquatic weeds. Many watercourses do not have tree cover which increases the amount of light and raises water temperatures for plant growth; nutrients from runoff also promote growth. Floating, submerged, or emergent invasive plants are common in many of the city's watercourses. Priority aquatic species are parrot's feather, Brazilian elodea, Eurasian water-milfoil, and common reed.



City crews place a shading frame over a ditch to discourage growth of Parrot's feather, a sun-loving aquatic weed



Giant hogweed can grow up to 5 m, and spreads prolifically via seed if not controlled and monitored

Routine maintenance and dredging of the City's watercourses may inadvertently also contribute to the spread of some aquatic weeds, by fragmenting and dispersing plant roots and stems either by water or by the movement of plant material on maintenance vehicles. In addition, dumping of aquatic invasive plants from aquariums may also contribute to the rapid proliferation of aquatic weeds.

Priority Areas for Management:

- 1. Watercourse and drainage network
- 2. Ecologically sensitive habitats

ACTIONS:

- 16. Continue to enhance and modify ongoing trials for shading and excavation to control parrot's feather and Brazilian elodea at known infestation sites in the City.
- 17. Develop BMPs for the containment of aquatic weeds including a designated disposal site away from watercourses.
- 18. Implement best management practices to avoid dispersal of aquatic weeds during excavation or disposal.
- 19. Work with ISCBC Don't Let it Loose campaign focusing on the commercial sale and distribution of aquatic plants by retail nurseries and aquarium suppliers; provide information to reduce or eliminate their sale.

Strategy #5 Manage and Control Giant Hogweed

Giant hogweed is a very large invasive plant (reaching up to 5 meters in height) posing safety risks to human and animal health. Its sap can cause severe burns and blindness when exposed to sunlight. In addition, giant hogweed produces copious seeds which can persist in the soil for several years.

Through an engagement program with landowners and a public reporting line to report sightings, giant hogweed is a likely candidate for eradication within the next 5 years from both City and private property. Ongoing monitoring is critical to detect new occurrences sprouting from the existing seed bank or spreading from neighbouring jurisdictions.

Priority Areas for Management:

1. City wide

ACTIONS:

- 20. Support the efforts of private landowners to control and treat giant hogweed via manual digging or herbicide application.
- 21. Maintain dedication of staff resources through the EPMP and Community Bylaws department for the EDRR program.
- 22. Continue to actively monitor for giant hogweed and map its distribution.



European fire ants are aggressive when their territory is disturbed

Strategy #6 Monitor and Control Fire Ants

Fire ants, both European and Impressive, are a combative ant that will swarm humans or animals that invade their territory. They can establish multiple nests within a small area, making their territories very dense and in some cases impassable.

There is currently no proven, effective treatment for fire ants. Work is underway by the BC Inter-Ministry Invasive Species Working Group to test control methods through collaboration with Thompson Rivers University. Until there is an effective treatment for fire ants, best management practices are required to contain known colony infestations and to provide education or notification to the public or residents.

Priority Areas for Detection:

- 1. High value ecological areas (e.g. wildlife management areas, Northeast Bog, Terra Nova Rural Park, McDonald Beach)
- 2. City parks and trails
- 3. City Works Yard and soil storage areas
- 4. Lawn (i.e. turf) surfaces

ACTIONS:

- 23 Prevent spread of fire ants by avoiding movement of infested materials, using a combination of approaches including best management practices, web-based information, and education and outreach.
- 24. Maintain accurate inventory information on colony extent on City lands.
- 25. Continue to collaborate with Thompson Rivers University and the BC IMISWG to stay informed of the latest scientific research and BMP developments.
- 26. Continue to support property owners when fire ants are detected through education and awareness, site visits, and sampling.
- 27. Follow emerging science regarding confirmation and spread of the Impressive fire ant (Myrmica specioides).



City crews apply best management practices for parrot's feather control, while maintaining a City watercourse

Strategy #7 Integrate Invasive Species Management into City Processes

Many capital and operational projects, as well as development activities have the potential to introduce and spread invasive species (e.g. mowing, soil movement, ditch dredging, dike maintenance, and construction, etc.). A consistent City wide approach to prevention and control of invasive species is critical to ensure efficient use of resources, prevent avoidable introduction and spread and increase the opportunity for successful outcomes. Knowledge and awareness of City operations staff and contractors leads to a greater likelihood of early detection and control of invasive species.

ACTIONS:

- 28. Continue to work collaboratively across City departments (including Drainage Operations, Parks, and Community Bylaws) to ensure effective delivery of invasive species management.
- 29. Ensure consistent delivery of up-to-date invasive species management training for City staff, including prevention and maintenance techniques.
- 30. Maintain up-to-date and accessible City resources on BMPs or all priority invasive species including web based materials for City Hall and the public.
- 31. Create an invasive species 'management calendar' to identify recommended timelines for invasive species removal and control methods.
- 32. Work with external organizations and agencies to stay current on recent technology advancements and testing related to invasive species management.
- 33. Integrate invasive species management into the City development process.
- 34. Investigate local government authority opportunities under the Province's Weed Control Act

Strategy #8 Research Control Methods

One of the challenges of emerging invasive species is that effective control methods have not been determined, or rely on methods such as herbicides that are not approved for use in sensitive ecosystems. Parrot's feather and Brazilian elodea, for example, are new arrivals in BC and therefore there is limited local knowledge or experience with their management.

ACTIONS:

- 35. Continue to test control methods that are suitable for Richmond's conditions.
- 36. Develop partnerships with other jurisdictions across North America which already have control programs in place in order to learn from their successes and fill gaps in local knowledge.
- 37. Support research by academic institutions on the ecology and control of invasive species including providing access to city sites, resources, or small-scale funding.
- 38. Collaborate with the ISCMV, ISCBC the Province, other local governments, and the stewardship community to test control strategies and methods.
- 39. When possible, share the results of research, test projects, and other technical experience using the internet and other forums. Specifically, publish or present the results of treatment trials when possible.

Strategy #9 Promote Invasive Species Education and Awareness

Public education and awareness are important components of a successful invasive species management program. Residents can contribute to the detection of priority species, prevent introduction and spread by responsibly disposing green waste (including aquarium plants) in green waste collection bins and joining control efforts by volunteering at stewardship events. Citizens need to be aware of safety risks posed by some invasive species (e.g. giant hogweed and European fire ants) and need access to information on how to properly manage invasive species problems on their land.

ACTIONS:

- 40. Continue to actively utilize tools such as the City's invasive species webpage and social media platforms to regularly inform residents about information, guidelines, and City initiatives focused on invasive species.
- 41. Continually educate and inform City staff on emerging information and protocols around invasive species in Richmond.
- 42. Continue to deliver Environmental Sustainability public workshops with topics such as backyard naturalization and invasive species management for landowners.
- 43. Continue to actively promote the Enhanced Pesticide Management Program, Pesticide Use Control Bylaw, the invasive species reporting phone line, and other available City and regional resources at local community events.
- 44. Incorporate key messages into communications about invasive species:
 - a) Awareness, detection, and identification of priority species;
 - b) Individual and community involvement opportunities;
 - c) Ecological impacts of illegal dumping of invasive species.
- 45. Monitor and provide necessary updates to City staff and the public regarding the provincial Integrated Pest Management Act.



Strategy #10 Support Community Stewardship

Many effective projects for invasive species control have involved volunteers organized formally or informally by stewardship groups across City lands. Volunteers are the "boots on the ground" for a variety of invasive stewardship activities, including pulling ivy, removing blackberry, and restoration through planting native species.

Stewardship activities can also include "citizen science": the involvement of citizens in the collection of data for surveys, assessment, or monitoring. Citizen science initiatives can be particularly effective for EDRR where more observers greatly increase the change of detecting invasive species when they are rare and sparse.



Participants at the Richmond Earth Day Youth Summit learn about invasive species in Richmond

ACTIONS:

- 46. Work with City partners and local stewardship groups (e.g. Green Ambassadors, Parks department programs, Richmond School District, etc.) to expand the delivery of invasive species related stewardship initiatives (e.g. invasive species pulls, restoration projects etc.).
- 47. Provide information, guidance, and other resources to local stewardship groups for invasive species related initiatives within City parks and other City-owned lands.
- 48. Review opportunities to support citizen science initiatives for EDRR species and other invasive related opportunities.
- 49. Explore recognition programs for community groups who have undertaken invasive species control initiatives through the Parks Department *Partners for Beautification* program.
- 50. Promote community engagement and stewardship through the Bath Slough Revitalization Initiative and other supportive projects within the City's Ecological Network.
- 51. Continue to support stewardship and invasive species awareness through community events including Earth Day, Rivers Day, Richmond Earth Day Youth (REaDY) Summit.

Strategy #11 Collaboration and Partnerships

Invasive species cross municipal and jurisdictional boundaries making collaboration between all levels of government in the management of invasive species essential. Collaboration at a regional level disseminates technical experience, shares the successes and failures of control projects, and increases public awareness through media coverage. Collaboration can also occur at the international level as local and state governments in Washington and Oregon work on many of the same invasive species that occur in Richmond.

ACTIONS:

- 52. Encourage staff to participate in regional working groups, committees, and other organizations that contribute to invasive species management (e.g. Metro Vancouver).
- 53. Collaborate with municipalities which share similar environmental conditions to Richmond (i.e. Delta, Surrey, and New Westminster) to exchange invasive species related information.
- 54. Participate in ISCMV and ISCBC forums and conferences.
- 55. Establish an Invasive Species corporate interdepartmental team to coordinate invasive species control among City of Richmond departments.

Implementation Plan 4.0

The implementation plan serves to guide the management and control of invasive plants and pests within the City over time. The implementation plan is articulated through a series of recommended actions, each tailored to a particular strategy, building off the unique issues and opportunities facing each high priority invasive species. Each action within the implementation plan has been assigned a time-frame for implementation, within a short, medium, or long term horizon based on their priority level.

Timeframe:

 Short-term: 1–2 years Medium-term: 3–5 years Long-term: 5 years +

• Ongoing (refers to initiatives regularly undertaken within City processes)

An annual review of the implementation plan and priority actions will be undertaken to address emerging needs and issues, and to measure progress toward achieving the plan's outcomes.

Currently, City of Richmond staff resourcing for invasive species management is funded through the Enhanced Pesticide Management Program. An additional \$150,000, secured through annual capital requests in 2015 and 2016, have augmented the capacity for City staff to manage and deliver invasive species initiatives. Additional funding (capital and/or operating) from various City departments is anticipated in the future to meet the needs of invasive species management.

As information and management guidance on invasive species is constantly evolving, recommended management strategies and priority actions may also change over time—particularly as new information and research becomes available, or new high risk invasive species emerge.

Strategy	Actions / Programs / Initiatives	
	 Continue ongoing coordination and development of survey and mapping initiatives for infestations of aquatic (i.e. parrot's feather and Brazilian elodea) and terrestrial (i.e. knotweed and giant hogweed) invasive species. 	Ongoing
Canada and a same and a same	Continue efforts to develop a standardized GIS field mapping program and protocol for City staff.	Short-term
Strategy #1 Monitor and Map Invasive Species	 Provide mapping/inventory training to City operations staff to integrate the mapping of invasive species into their regular maintenance work (e.g. ditch and dike maintenance, park development and restoration, etc.). 	Medium-term
	 Devise a monitoring protocol, linked to the GIS mapping and schedule treatment of sites to ensure consistent records are kept and that appropriate follow-up treatment and maintenance occurs. 	Medium-tern

Strategy	Actions / Programs / Initiatives	
	Continue to work in collaboration with the Province on delivery and protocol for the EDRR program.	Ongoing
Strategy #2 Early Detection and	6. Provide education to residents on emerging invasive species to bolster identification and reporting on emerging species.	Ongoing
Rapid Response	7. Provide immediate response to reports of emerging invasive species in Richmond.	Ongoing
	8. Continue delivery of City's successful EDRR program for giant hogweed on both public and privately owned lands.	Ongoing
	9. Continue to develop a city-wide knotweed control program in collaboration with other City departments and staff.	Medium-term
	10. Continue the use of City staff resources or contractors to continue knotweed control on priority sites using herbicide (stem injection or foliar application) or excavation (for small infestations and new dikes).	Short-term
Strategy #3 Manage and	11. Develop BMPs for controlling knotweed near shorelines and watercourses.	Short-term
Control Knotweed	12. Incorporate knotweed control and soil management and disposal guidelines into development permits and servicing agreements when knotweed is present.	Long-term
	13. Collaborate with FLNRO, ISCMV, and ISCBC regarding up-to-date approaches for knotweed control, disposal, treatment, standards and practices.	Ongoing
	14. Explore provincial permitting options for knotweed management in unique conditions.	Short-term
	15. Develop guidelines or protocol for disposal of excavated knotweed materials.	Ongoing
	16. Continue to enhance and modify ongoing trials for shading and excavation to control parrot's feather and Brazilian elodea at known infestation sites in the City.	Ongoing
Strategy #4 Manage and	17. Develop BMPs for the containment of aquatic weeds including a designated disposal site away from watercourses.	Ongoing
Control Aquatic Weeds	18. Implement BMPs to avoid dispersal of aquatic weeds during excavation or disposal.	Short-term
	19. Work with ISCBC Don't Let it Loose campaign focusing on the commercial sale and distribution of aquatic plants by retail nurseries and aquarium suppliers; provide information to reduce or eliminate their sale.	Ongoing
	20. Support the efforts of private landowners to identify, control and treat giant hogweed via manual digging or herbicide application.	Ongoing
Strategy #5 Manage and Control Giant Hogweed	21. Maintain dedication of staff resources through the EPMP and Community Bylaws department for the EDRR program.	Ongoing
	22. Continue to actively monitor and map giant hogweed distribution.	Short-term
	23. Prevent spread of fire ants by avoiding movement of infested materials, using a combination of approaches including BMPs, web-based information, and education and outreach.	Ongoing
	24. Maintain accurate inventory information on colony extent on City lands.	Long-term
Strategy #6 Monitor and Contain Fire Ants	25. Continue to collaborate with Thompson Rivers University and the BC IMISWG to stay informed of the latest scientific research and BMP developments.	Long-term
	26. Continue to support property owners when fire ants are detected through education and awareness, site visits, and sampling.	Ongoing
	27. Follow emerging science regarding confirmation and spread of the Impressive fire ant (<i>Myrmica specioides</i>).	Medium-tern

Strategy	Actions / Programs / Initiatives	Timeframe
	 Continue to work collaboratively across City departments (including Drainage Operations, Parks, and Community Bylaws) to ensure effective delivery of invasive species management. 	Ongoing
	29. Ensure consistent delivery of up-to-date invasive species management training for City staff, including prevention and maintenance techniques.	Ongoing
Strategy #7 Integrate Invasive	30. Maintain up-to-date and accessible City resources on BMPs for all priority invasive species, including web-based materials for City staff and the public.	Long-term
Species Management into City Processes	31. Create an invasive species 'management calendar' to identify recommended timelines for invasive species removal and control methods.	Short-term
	32. Work with external organizations and agencies to stay current on recent technological advancements, scientific research and practices related to invasive species management.	Short-term
	33 Integrate invasive species management into the City development process.	Long-term
	34. Investigate local government authority opportunities under the Province's Weed Control Act.	Short-term
	35. Continue to test invasive species control methods suitable to Richmond's conditions.	Long-term
	 Develop partnerships with other jurisdictions across North America with control programs in place in order to learn from their successes and fill gaps in local knowledge. 	Long-term
Strategy #8 Research Control Methods	37. Support research by academic institutions on the ecology and control of invasive species including providing access to city sites, resources, or small-scale funding.	Long-term
Wedious	38. Collaborate with the ISCMV, ISCBC, Province of BC, other local governments, and the stewardship community to test control strategies and methods.	Ongoing
	39. When possible, share the results of research, test projects, and other technical experience using the internet and other forums. Specifically, publish or present the results of treatment trials, when possible.	Long-term
	40. Continue to actively utilize tools such as the City's invasive species webpage and social media platforms to regularly inform residents regarding information, guidelines, and City initiatives focused on invasive species.	Ongoing
	41. Continually educate and inform City staff on emerging information and protocols around invasive species in Richmond.	Ongoing
Street was 40 December Investiga	42. Continue to deliver Environmental Sustainability public workshops with topics such as backyard naturalization and invasive species management for landowners.	Long-term
Strategy #9 Promote Invasive Species Education and Awareness	43. Continue to actively promote the Enhanced Pesticide Management Program, Pesticide Use Control Bylaw, the invasive species reporting phone line, and other available City and regional resources at local community events.	Long-term
	 44. Incorporate key messages into communications about invasive species: a) Awareness, detection, and identification of priority species; b) Individual and community involvement opportunities; c) Ecological impacts of illegal dumping of invasive species. 	Short-term
	45. Monitor and provide necessary updates to Council, City staff and the public regarding the provincial Integrated Pest Management Act.	Ongoing

Strategy	Actions / Programs / Initiatives	
	46. Work with City partners and local stewardship groups (e.g. Green Ambassadors, Parks department programs, Richmond School District) to deliver invasive species related stewardship initiatives (e.g. invasive species pulls, etc.).	Ongoing
	47. Provide information, guidance, and other resources to local stewardship groups for invasive species related initiatives within City parks and other City-owned lands.	Short-term
	48. Review opportunities to support citizen science initiatives for EDRR species and other invasive related opportunities.	Medium-term
Strategy #10 Support Community Stewardship	49. Explore recognition programs for community groups who have undertaken invasive species control initiatives through the Partners for Beautification programming in the City's Parks Department.	Long-term
	 Promote community engagement and stewardship through the Bath Slough Revitalization Initiative and other supportive projects within the City's Ecological Network. 	Ongoing
	51. Continue to support stewardship and invasive species awareness through community events including Earth Day, Farmers Market, Richmond Earth Day Youth (REaDY) Summit.	Ongoing
	52. Encourage staff to participate in regional working groups, committees, and other organizations that contribute to invasive species management (e.g. Metro Vancouver).	Long-term
Strategy #11 Collaboration and Partnerships	53. Collaborate with municipalities which share similar environmental conditions to Richmond (i.e. Delta, Surrey, and New Westminster) to exchange invasive species related information.	Ongoing
	54. Participate in ISCMV and ISCBC forums and conferences.	Long-term
	55. Establish an Invasive Species corporate interdepartmental team to coordinate invasive species control among City of Richmond departments.	Short-term

Appendix 1 | Moderate Risk Invasive Species in the City of Richmond

Moderate risk species which are currently not priority species for management in the City of Richmond are listed in the table below. Although they are non-priority species, they still have the potential to pose ecological risk. Many of these species are controlled in specific circumstances such as ecosystem restoration projects or volunteer stewardship events in parks. Residents and landscape contractors can help prevent their spread into parks and native ecosystems by avoiding planting these species in gardens and by properly disposing of green waste.

Moderate risk invasive species in the City of Richmond.

Common Name	Scientific Name	
INVASIVE PLANTS		
Blueberry (non-native, cultivated)	Vaccinium corymbosum	
Butterfly bush	Buddleja davidii	
Canada thistle	Cirsium arvense	
Cherry laurel (English laurel)	Prunus laurocerasus	
English holly	Ilex aquifolium	
English ivy	Hedera helix	
Himalayan balsam (policeman's helmet)	Impatiens glandulifera	
Himalayan blackberry	Rubus armeniacus	
_amium (yellow archangel)	Lamium galeobdolon	
Periwinkle	Vinca minor	
Purple loosestrife	Lythrum salicaria	
Reed canarygrass	Phalaris arundinacea	
Scotch broom	Cytisus sciparius	
Spurge laurel (daphne laurel)	Daphne laureola	
Yellow flag-iris	Iris pseudacorus	
INVASIVE ANIMALS & INSECTS		
American bullfrog	Rana catesbeiana	
Eastern gray squirrel	Sciurus carolinensis	
European chafer beetle	Rhizotrogus majalis	
European rabbit	Oryctolagus cuniculus	
Eastern cottontail rabbit	Sylvilagus floridanus	

Appendix 2 | Invasive Species Resources

Торіс	Resource
Agricultural Weed Identification	Ministry of Agriculture-Weeds BC www.weedsbc.ca/
Best Practice Guides	Invasive Species Council of BC bcinvasives.ca/resources/publications/
Cordgrass/Spartina	BC Spartina Working Group www.cmnbc.ca/atlas_gallery/invasive-species-spartinaca
Ecosystem Restoration	The South Coast Conservation Program is currently developing restoration guidelines for forest, wetland, and stream and riparian restoration. Check their website for this and other guides: www.sccp.ca/south-coast-bc-guidelines
EDRR Candidate Species Profiles	BC Inter-Ministry Invasive Species Working Group www.for.gov.bc.ca/hra/invasive-species/candidate.htm
Fire ants (European and Impressive)	BC Inter-Ministry Invasive Species Working Group www.for.gov.bc.ca/hra/invasive-species/fire_ants.htm#FAQ
	Thompson Rivers University Research www.faculty.tru.ca/rhiggins/myrmica_rubra_index.htm
Pesticide Regulation	Ministry of Environment — Integrated Pest Management Act and Regulations: www.env.gov.bc.ca/epd/ipmp/regs/pdf/leg_summary.pdf
Pesticide Use	A Citizen's Guide to Pesticide Use and the Law in BC (West Coast Environmental Law publication) www.dnv.org/upload/documents/A%20Citizen's%20Guide%20 to%20Pesticides%20and%20BC%20Law.pdf
TIPS Factsheets	Invasive Species Council of BC bcinvasives.ca/resources/tips/

Appendix 3 | Glossary

Best Management Practice (BMP): Approach based on known science which results in the most effective outcome for application of maintenance procedures and management practices to prevent the spread of invasive species and disturbance.

Dike: An embankment or any other structure that is constructed to prevent the flooding of land. The City of Richmond maintains a 49 kilometre dike network, and the City's dikes are managed in accordance with the Provincial Diking Authority requirements.

Early Detection Rapid Response (EDRR): A proactive response to newly arrived invasive species which prevents their establishment and proliferation.

Enhanced Pesticide Management Program (EPMP): The City of Richmond adopted the EPIMP in 2009, as a response to community interest for a bylaw banning the use of cosmetic pesticides. The EPMP is modeled upon reporting by the Canadian Centre for Pollution Prevention that placed emphasis upon regulatory cosmetic pesticide bylaws that are coupled with strong education and community outreach programs.

Inter Ministry Invasive Species Working Group (IMISWG): A provincial government working group founded in 2004 to employ science-based, innovative strategies to protect the health and diversity of BC ecosystems and minimize negative impacts of invasive species.

Invasive Species: Non-native organisms (including plants, animals, and insects) introduced to areas outside of their natural range which cause negative health, ecological and/or economic impacts.

Invasive Species Council of British Columbia (ISCBC): A registered charity and provincial non-profit society that helps co-ordinate and unite a range of concerned stakeholders in the management of invasive species in BC. ISCBC targets all aspects of invasive species management and works with a variety of partners, with the goal to reduce the spread and impact of non-native species in BC. ISCBC targets education for behaviour change in gardeners, outdoor recreation enthusiasts, and resource industry and horticultural professionals.

Invasive Species Council of Metro Vancouver (ISCMV):

Formerly known as the Greater Vancouver Invasive Plant Council, ISCMV is a regional non-profit society founded in 2006. The Council works closely with the public, land managers, and decision-makers throughout Metro Vancouver on invasive species issues. The ISCMV raises the profile for invasive species in the region, and provides a broad range of educational materials on specific species of interest in the region, control methods, ISCMV services, and invasive species updates. The ISCMV is one of 13 regional invasive species committees across BC.

Inventory: A spatial record (map) of an invasive species which shows its distribution and abundance (size of infestation).

Ministry of Forests, Lands and Natural Resources (FLNRO): BC government ministry which administers the provincial Invasive Plant Program.

Monitoring: Activities and practices required to determine environmental quality and identify changes over time (e.g. monitoring for re-growth of an invasive plant after it has been removed or chemically treated).

Restoration: The act of returning a damaged ecological system back to its former state. It is recommended to remove invasive plants, replant with native species, and monitor the site for at least 3 years

Riparian Area: The transition zone between aquatic and upland ecosystems.

Watercourse: Natural streams and rivers, as well as ditches, canals, lakes, creeks, wetlands, springs, ravines, swamps or aulch.

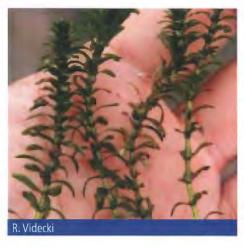
Appendix 4 | Priority Species – Best Management Practices Factsheets

This appendix provides species specific Best Management Practices (BMPs) for priority invasive species in Richmond. It is recommended that regular updates take place for the BMPs as new knowledge is acquired or best management practices change. Invasive species are in alphabetical order by common name. Information has been compiled from the sources cited on each factsheet.

The management of invasive species on City land must adhere to the Province's Integrated Pest Management Act, the City's Pesticide Use Control Bylaw No. 8514 and all other applicable acts and regulations (refer to page 6). All methods of control (i.e. mechanical, biological and cultural methods) are to be explored before chemical treatments. Notification and consultation in advance with City of Richmond Environmental Sustainability staff is essential to ensure successful management of the priority invasive species within Richmond.

Brazilian elodea

Egeria densa





Identification

Growth form: Aquatic plant which forms dense mats up to 4 meters deep.

Leaves: Bright green, 2 cm long; 4 leaves per whorl (arranged around the stem).

Mistaken Identity: Looks similar to Hydrilla (another freshwater invasive plant) which has leaves in whorls of 5. Native elodeas have only 2 to 3 leaves per whorl. Report if leaves are in whorls of more than three.

Habitat

Freshwater streams, ditches, canals, sloughs, ponds, lakes and watercourses.

Risk/Impact

Infrastructure: Impedes flood control, storm drain systems and irrigation works; restricts water movement; traps sediment; increases municipal maintenance costs.

Recreation: Hinders activities which require access to water (e.g. fishing, swimming, boating).

Ecological: Displaces native aquatic vegetation; alters aquatic habitat food webs; reduces suitable habitat for wildlife; blocks passage of fish.

How it Spreads

Reproduces by plant fragments.

Grown in home aquariums and garden ponds. Likely introduced to Richmond by improper disposal of aquariums and green waste in watercourses.

Dredging and maintenance of Richmond's watercourses may inadvertently contribute to spread by fragmenting and dispersing plant roots and stems either by water or being carried on maintenance equipment.

Prevention

Purchase alternative non-invasive aguarium or pond plants (e.g. native Canadian elodea).

Dispose of unwanted plants in green waste collection bins. Never dump aquarium contents into any type of watercourse.

Minimize disturbance near infested areas.

Remove plant material from boats, anchors, trailers, fishing gear etc. before leaving the watercourse.

Ensure equipment used in water infested with Brazilian elodea is thoroughly cleaned and inspected before moving to a new location.

How to Remove/Control

Harvesting has been found to be ineffective and typically leads to further spread. The City is currently working in partnership with the Province to determine an effective control method.

More Information

State of Washington Department of **Ecology**

General Info: www.ecy. wa.gov/programs

Technical Info:

www.ecy.wa.gov/programs/wg/plants/weeds/ agua002.html

Common reed

Phragmites australis subsp. australis





Identification

Size: Erect, perennial grass, 2-5 m tall.

Flowers: Feathery, plume-like flower clusters, 15-35 cm long.

Mistaken Identity: Easily confused with native subspecies (Phragmites australis ssp. americanus) which is found in the lower Fraser Valley. Identity must be confirmed by an expert. Samples can be sent to Provincial EDRR coordinator.

Habitat

Freshwater and brackish tidal wetlands, coastal shorelines, wetlands, sloughs, canals, ponds, ditches and watercourses.

Risk/Impact

Infrastructure: Alters hydrology including ditch flows; obstructs driver sight lines; increases municipal maintenance costs.

Recreation: Impedes access and obstructs slight lines.

Ecological: Displaces native vegetation; reduces suitable habitat for wildlife in wetlands; alters wetland hydrology, reducing the amount of shallow open water.

How it Spreads

Reproduces by seed and root fragments.

Seeds and plant fragments may be carried in water, contaminated soil and on vehicles and equipment.

Mowing/roadside maintenance will lead to spread.

How to Remove/Control

Mechanical: Can be treated by excavation or cover treatments (mulching with black plastic);

Chemical: Has been successfully controlled using both imazapyr (Arsenal), and glyphosate (Roundup and related formulations); glyphosatebased VisionMAX (Monsanto) is now registered for common reed treatment in non-wetted areas in Canada. A small infestation in Richmond was treated successfully with herbicide in 2011.

Disposal: Treated plants are left on site to decompose; seed heads should be removed when treating small infestations.

Monitoring/Follow-up: In the first year, inspect every two month following initial treatment. Inspect annually in subsequent years for remnant plants and new seedlings.

More Information

BC EDRR Status Report

www.for.gov.bc.ca/HRA/invasivespecies/ Publications/EDRR_statusreport_Phragmites. pdf

Eurasian watermilfoil

Myriophyllum spicatum





Identification

Size: Usually 1-4 m but up to 10 m long.

Flowers: Reddish spikes with small yellow flowers, 5-10 cm above water

Leaves: Bright green feathery leaves, 3 cm long; whorls of 3 or 4.

Stem: Reddish brown, long, slender, branching and hairless; leafless toward plant base.

Mistaken Identity: Parrot's feather has white flowers and longer petioles. Native Northern water-milfoil has 11 or fewer leaf segment on each axis whereas Eurasian milfoil has 12 or more segments.

Habitat

Still or slow moving freshwater streams, canals, ponds, lakes.

Risk/Impact

Infrastructure: Impedes flood control, storm drain systems and irrigation works; restricts water movement; traps sediment; increases municipal maintenance costs.

Recreation: Hinders activities which require access to water (e.g. fishing, swimming, boating).

Ecological: Displaces native aquatic

vegetation; alters aquatic habitat food webs; reduces suitable habitat for wildlife; blocks passage of juvenile salmon and other fish.

How it Spreads

Reproduces by seed, root and plant fragments.

Seeds and plant fragments may be carried in water, animals, boats, trailers and fishing gear and on vehicles and equipment.

Dredging and maintenance of Richmond's watercourses may inadvertently contribute to spread by fragmenting and dispersing plant roots and stems either by water or being carried on maintenance equipment.

Prevention

Minimize disturbance near infested areas.

Remove plant material from boats, anchors, trailers, fishing gear etc. before leaving the watercourse.

Ensure equipment used in water contaminated with water-milfoil is thoroughly cleaned and inspected before moving to a new location.

How to Remove/Control

Mechanical removal (by hand, raking, or mechanical harvesters and chopping machines) is only recommended if all plant fragments can be removed.

Cover treatments and root removal by rototilling have also been used in BC.

More Information

ISCBC TIPS Factsheet

bcinvasives.ca/documents/Eurasian Watermilfoil_TIPS_Final_02_18_2015.pdf

BC Ministry of Environment brochure

www.env.gov.bc.ca/wat/wq/brochures/milfoil. html

European fire ant (EFA)

Myrmica rubra

Impressive fire ant (IFA)

Myrmica speciodes





Identification

Colonies: EFAs can have up to four nests per square metre. IFAs nests are less dense.

Mistaken Identity: Both are easily confused with native ant species and look very similar to each other. Collect a sample and send in for confirmation (refer to BC IMISWG link provided below).

Habitat

Moist environments; irrigated lawns and gardens are ideal.

Risk/Impact

Human health: Colonies swarm when disturbed and cause painful stings. Occasionally stings cause allergic reactions requiring medical treatment.

Recreation: Impedes access.

Ecological: Displaces native ant species. Full impact as yet undetermined.

How it Spreads

Movement and spread is through infested garden and landscape material (e.g. soil, mulch, potted plants, etc.).

Prevention

Minimize disturbance near infested areas. Do not move soil, mulch, plants or other materials from infested areas.

Make conditions less favourable by avoiding or minimizing lawn and garden watering, and removing objects that trap heat and moisture. Control is more difficult for IFAs since they undergo mating flights.

How to Remove/Control

The BC IMISWG is currently working with experts and local government and non-government organizations to determine the best options for prevention and control.

More Information

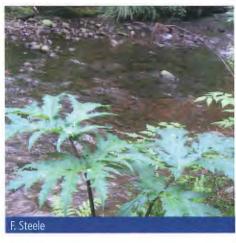
BC Inter-Ministry Invasive Species Working Group – European Fire Ant Information

www.for.gov.bc.ca/hra/invasive-species/ fire_ants.htm

Thompson Rivers University, Dr. Robert Higgins Research faculty.tru.ca/rhiggins/myrmica_rubra_index. htm

Giant hogweed Heracleum mantegazzianum





Identification

Size: Very large, up to 5 m tall.

Flowers: White flowers; produced in umbrella-like clusters called umbels at top of plant; up to 1.5 m in diameter; blooms as early as May.

Leaves: Large with coarse, jagged edges, cut into 3 large segments; stiff, dense hairs on underside.

Stem: Hollow, dark reddish spots, and stiff bristly hairs.

Mistaken Identity: Often confused with native cow parsnip which is smaller to 1.5-2.5 m tall, does not have reddishpurple spots on stems and leaves are not as sharply toothed.

Habitat

Riparian areas, roadsides, agricultural land, disturbed areas.

Risk/Impact

Human health: Leaves and stem contains toxic sap that causes extreme skin dermatitis in the presence of sunlight. Contact can lead to welts, rashes, blistering, and scarring. If sap gets into the eyes, it can lead to temporary or permanent blindness.

Ecological: Displaces native vegetation; reduces suitable habitat for wildlife.

How it Spreads

Perennial herb that produces copious winged seeds (100,000 seeds per plant) viable for up to 15 years. Dense taproot will keep producing re-growth for 2 to 4 years until a flower stem is produced. Plant usually dies after flowering.

Prevention

Do not grow giant hogweed in gardens. Bag or tarp plants to avoid spread and contact during transport to disposal site.

How to Remove/Control

Due to health risk, giant hogweed is best removed by a professional. Wear protective water resistant clothing, gloves and eye protection leaving no exposed skin.

Mechanical Control: Bag the flower head to avoid seed dispersal. Cutting the root crown 8-12 cm below soil with a sharp blade is an effective control method for small infestations

Chemical Control: Pesticides may be used in situations where mechanical control methods are not effective. feasible or are considered to be more harmful to the environment than the use of pesticides. Treat in spring using foliar application or stem injection of glyphosate (Roundup). Treat re-growth in summer.

Disposal: Do not compost or dispose in green waste bin. Bag and dispose in landfill. Cut material or chemically treated plants can be left on site to decompose if there is no risk of contact with plant for three weeks AND there are no seeds.

Follow-up: Monitor twice annually (spring and summer) until no re-growth or new seedlings appear (seed lasts up to 15 years).

More Information

ISCBC TIPS Factsheet

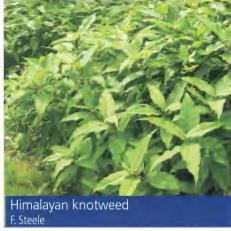
bcinvasives.ca/documents/Giant Hogweed TIPS_Final_08_06_2014.pdf

Work Safe BC Toxic Plant Warning www.worksafebc.com/publications/health and safety/bulletins/toxic plants/assets/pdf/ tp0602.pdf

Knotweed species Japanese, bohemian, giant, and Himalayan knotweed

Fallopia japonica Fallopia x bohemica Fallopia sachalinensis Polygonum polystachyum





Identification

Size: Large, woody bamboo-like shrubs, 1-5 m tall.

Flowers: Small, white/green in plumelike clusters.

Leaves: Heart to spade-shaped for all except Himalayan which are lanceshaped, pointy. 8-10 cm wide and 15-20 cm long except giant which are double the size.

Stem: Hollow, reddish-brown speckles.

Habitat

Riparian areas, roadsides, disturbed sites, landscapes. Will grow almost anywhere.

Risk/Impact

Infrastructure: Destabilizes infrastructure, including dike system; increases erosion potential and impedes storm drain system; able to penetrate cement, asphalt, house foundations and walls; obstructs driver sight lines; increases municipal maintenance costs.

Ecological: Forms dense, impenetrable thickets which displace native vegetation; reduces suitable habitat for wildlife and fish; dominates stream banks, increasing erosion and sedimentation potential.

Recreation: Reduces access for recreation; obstructs sight lines along roadways and trails.

How it Spreads

Spreads by seed, root and stem fragments carried in water, contaminated soil and on vehicles and equipment. Bohemian knotweed produces seeds viable up to 25 years.

Extensive root system capable of resprouting even after many years of treatment.

Mowing will lead to spread.

Prevention

Minimize soil disturbance near infested areas.

Avoid movement of contaminated soil, gravel or other fill materials.

Remove plant material from tools, vehicles and equipment before leaving infestation area.

How to Remove/Control

Mechanical: Manual removal via mowing or cutting is not recommended due to increased risk of spread and poor results. Excavation is possible (particularly for Himalayan) however great care must be taken to remove the full extent of roots. Soil must be

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disposed at an approved disposal site or guarantined on site and treated with herbicide. Deep burial under compact fill is also an option however long-term monitoring for re-growth would still be necessary.

Chemical: Herbicide can be applied via stem injection or foliar application. Glyphosate (Roundup) is most commonly used. Stem injection with glyphosate is permitted to within 1 meter of the high water mark of any watercourse, wetland, or shoreline. Initial treatment should occur in July or August, with a follow-up treatment 6 or more weeks later.

Disposal: Pesticide killed material can be left on site to decompose. Cut material can be dried completely then disposed in regional green waste bins. Do not compost in home compost bin. Due to the high risk of spread, if possible avoid cutting or transporting live knotweed.

Follow-up: Monitor at least twice annually. Continue monitoring for several years even after no re-growth appears.

More Information

ISCBC TIPS Factsheet

bcinvasives.ca/documents/Knotweeds TIPS Final_08_06_2014.pdf

Parrot's feather

Myriophyllum aquaticum





Identification

Size: Up to 1.5 m long.

Flowers: Pinkish-white flowers, 1.6 mm long.

Leaves: Submerged leaves are 1.5-3.5 cm long, 20-30 divisions per leaf; often limp and appear to be decaying. Emergent leaves are bright green, 2-5 cm long, 6-9 divisions per leaf; resemble small fir trees.

Stem: Submerged, brownish stems create dense mats.

Mistaken Identity: Often confused with Eurasian water-milfoil which has yellow flowers and shorter petioles (<2 mm long or absent).

Habitat

Freshwater streams, ditches, canals, sloughs, ponds, lakes.

Risk/Impact

Infrastructure: Impedes flood control, storm drain systems and irrigation works; restricts water movement; traps sediment; increases municipal maintenance costs.

Recreation: Hinders activities which require access to water (e.g. fishing, swimming, boating).

Ecological: Displaces native aquatic vegetation; alters aquatic habitat food webs: reduces suitable habitat for wildlife; blocks passage of juvenile salmon and other fish.

How it Spreads

Reproduces by plant fragments.

Grown in home aquariums and garden ponds. Likely introduced to Richmond by improper disposal of aquariums and green waste in watercourses.

Dredging and maintenance of Richmond's watercourses may inadvertently contribute to spread by fragmenting and dispersing plant roots and stems either by water or being carried on maintenance equipment.

Prevention

Purchase alternative non-invasive aquarium or pond plants (e.g. native Canadian elodea).

Dispose of unwanted plants in green waste collection bins. Never dump aguarium contents into any type of watercourse.

Minimize disturbance near infested areas.

Remove plant material from boats, anchors, trailers, fishing gear etc. before leaving the watercourse.

Ensure equipment used in water contaminated with Parrot's feather is thoroughly cleaned and inspected before moving to a new location.

How to Remove/Control

Mechanical removal (by hand, raking, or mechanical harvesters and chopping machines) is only recommended if all plant fragments can be removed. The City of Richmond is conducting trials for shading and excavation at known infestation sites.

More Information

ISCBC TIPS Factsheet

bcinvasives.ca/documents/Parrots Feather TIPS_Final_02_18_2015.pdf

Wild chervil Anthriscus sylvestris





Identification

Size: 0.3-1.8 m tall

Flowers: White flowers; produced in umbrella-like clusters called umbels at the top of the plant.

Leaves: Leaves are fern-like, triangular in outline, finely divided and smooth to softly hairy.

Stem: Branched, hollow and furrowed: soft-hairy below, smooth above; fringe of hairs at stem nodes; deep taproot.

Mistaken Identity: Wild carrot or Queen Anne's lace (Daucus carota); Bur chervil (Anthriscus caucalis); Salad chervil (Anthriscus cerefolium); poison-hemlock (Conium maculatum)

Habitat

Wild chervil grows under a variety of conditions but prefers moderatelydisturbed moist or mesic sites, and thrives in rich soils. It is found exclusively in open habitats and is not found under forest canopy. Often found along roadsides, ditches, fencelines, on forest edges, waste areas, abandoned hay fields and some pastures.

Risk/Impact

Human health: Sap on skin can cause severe burns to humans and animals when exposed to sunlight.

Agricultural: Reduces forage for grazing; contaminates crops (poor hay and forage quality).

How it Spreads

Dispersed by both seed and plant fragments. Each plant produces between 800 and 10,000 seeds. Vegetative growth occurs from the root buds and largely responsible for the local expansion of existing patches.

How to Remove/Control

Mechanical: Tillage works to control wild chervil by bringing the taproots to the surface where they dry out and no longer sprout. Some studies have reported population decreases from mowing while others have found population increases or little effect. Digging can be effective for small populations, although care must be taken to remove most of the taproot and prevent re-sprouting the following vear.

Chemical: Herbicides achieved between 50% and 95% control in trials in Washington State. The most effective herbicides were imazapyr (Habitat, Arsenal) at 95% efficacy and glyphosate (Roundup, Aquamaster), at 64-83% efficacy.

More Information

BC Wild Chervil Weed Alert www.agf.gov.bc.ca/cropprot/chervil

King County Noxious Weeds - Wild Chervil

www.kingcounty.gov/environment/ animalsAndPlants/noxious-weeds/weedidentification/wild-chervil.aspx

Weeds BC

www.weedsbc.ca/weed_desc/wld_chervil. html

City of Richmond 6911 No. 3 Road, Richmond, BC V6Y 2C1 Telephone: 604-276-4000	
Telephone: 604-276-4000 ©NGI hmo 394	



Report to Committee

To:

Public Works and Transportation Committee

Date: [

December 9, 2015

From:

John Irving, P.Eng. MPA

Director, Engineering

File:

10-6060-01/2015-Vol

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Re:

Works and Services Cost Recovery Bylaw Amendment

Staff Recommendation

That Works and Services Cost Recovery Bylaw No. 8752 be amended and given first, second, and third readings.

John Irving, P.Eng. MPA Director, Engineering (604-276-4140)

Att. 1

REPORT CONCURRENCE			
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER	
Finance Department Roads & Construction Sewerage & Drainage Law Development Applications		20	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	Initials:	APPROVED BY CAO	

Staff Report

Origin

Section 938 of the *Local Government Act* (LGA) provides the authority for local governments to regulate and require the provision of works and services with respect to subdivision of land by bylaw.

Section 194 of the *Community Charter* (Charter) permits the City to charge fees for City Services, and as a City Service the City provides and operates highways service, including infrastructure works.

The Works and Services Cost Recovery Bylaw No. 8752 adopted by Council on June 27, 2011 facilitates the recovery of costs associated with projects constructed and financed by the City that would normally be secured through the development process. This report requests authorization to add schedules to Bylaw No. 8752.

Analysis

Through the development process and Subdivision and Development Bylaw No. 8751, the City requires developers to pay for infrastructure required to service development projects. At times, the City identifies a need to install or upgrade infrastructure that benefits properties that have subdivision potential. This construction is financed by the City and, if available, existing developer contributions. To maintain equity, the City uses Works and Services Cost Recovery Bylaw No. 8752 to charge benefitting developers in lieu of providing such infrastructure, which provides equity to Richmond's taxpayers. Existing property owners will not incur costs, only those who benefit in the future should they subdivide.

Bylaw No. 8752 contains three schedules identifying lane infrastructure that has been constructed by the City and properties that have benefitted from this and also have the potential to subdivide. Each property is assigned a lane construction cost based on frontage length and these costs will be recovered from the property owner upon subdivision.

Staff propose that Bylaw No. 8752 be amended to attach four additional schedules that identify subdividable properties benefiting from lane upgrade projects funded by the City and assign costs recoverable upon subdivision; the proposed amendment to Bylaw No. 8752 is attached as Attachment 1 to this report. These lane upgrade projects meet the following criteria:

- the project was completed less than 15 years ago;
- the project was funded by the City and where available by developer cash-in-lieu contributions (for the design and construction of works in keeping with the Subdivision and Development Bylaw No. 8751); and
- there are properties identified as benefitting lands that have not previously paid for the improvement project. Note that current property owners will not incur any cost.

Financial Impact

None. Infrastructure construction costs will be recovered from benefitting properties when they redevelop.

Conclusion

The proposed amendment to Works and Services Cost Recovery Bylaw No. 8752 is in alignment with the current legislation and meets the needs of the City and development community with respect to current and anticipated development.

Lloyd Bie, P.Eng.

Manager, Engineering Planning

(604-276-4075)

LB:cl

Att. 1: Works and Services Cost Recovery Bylaw No. 8752, Amendment Bylaw No. 9512

Bylaw 9512

Works and Services Cost Recovery Bylaw No. 8752, Amendment Bylaw No. 9512

The Council of the City of Richmond enacts as follows:

- 1. The **Works and Services Cost Recovery Bylaw No. 8752** is amended by adding Schedules 4 through 7 attached to and forming part of this Bylaw.
- 2. This Bylaw comes into force and effect immediately.
- 3. This Bylaw is cited as "Works and Services Cost Recovery Bylaw No. 8752, Amendment Bylaw No. 9512".

FIRST READING		CITY OF RICHMOND
SECOND READING		APPROVED for content by originating dept.
THIRD READING		03
ADOPTED		APPROVED for legality by Solicitor
	_	
MAYOR	CORPORATE OFFICER	

Bylaw 9512 Page 2

SCHEDULE 4 to BYLAW NO. 8752

- 1. NAME OF IMPROVEMENT PROJECT: <u>Laneway Upgrade South of Williams Road</u> between Aragon Road and Shell Road
- 2. CERTIFIED COST OF PROJECT: \$ 725,615.00
- 3. COMPLETION DATE OF PROJECT: November 5th, 2012
- 4. COST PREPAID UNDER WORKS AND SERVICES BYLAW: <u>\$ 205,360.93</u>
- 5. NET COST FOR RECOVERY UNDER BYLAW No. 8752: \$ 386,152.26
- 6. TOTAL FRONTAGE OF BENEFITING LAND IN METRES: 621.21
- 7. COST FOR RECOVERY PER METRE OF FRONTAGE: \$ 1,168.07
- 8. BENEFITING LAND AND FRONTAGE IN METRES:

LEGAL DESCRIPTION OF PARCEL	FRONTAGE OF BENEFITTING LAND ON PROJECT (m)	COST FOR RECOVERY
Lot: 42 Sec:36-4-6 PL:28788	18.29	\$21,364.00
Lot: 47 Sec:36-4-6 PL:28788	20.12	\$23,501.57
Lot: 48 Sec:36-4-6 PL:28788	20.12	\$23,501.57
Lot: 49 Sec:36-4-6 PL:28788	18.29	\$21,364.00
Lot: 50 Sec:36-4-6 PL:28788	18.29	\$21,364.00
Lot: 51 Sec:36-4-6 PL:28788	18.29	\$21,364.00
Lot: 52 Sec:36-4-6 PL:28788	18.29	\$21,364.00
Lot: 54 Sec:36-4-6 PL:28788	18.29	\$21,364.00
Lot: 55 Sec:36-4-6 PL:28788	21.83	\$25,498.97
Lot: 295 Sec:36-4-6 PL:35779	19.52	\$22,800.73
Lot: 296 Sec:36-4-6 PL:35779	24.85	\$29,026.54
Lot: 17 Sec:35-4-6 PL:18551	24.08	\$28,127.13
Lot: 18 Sec:35-4-6 PL:18551	24.44	\$28,547.63
Lot: 19 Sec:35-4-6 PL:18551	24.44	\$28,547.63
Lot: 22 Sec:35-4-6 PL:18551	20.42	\$23,851.99
Lot: 27 Sec:35-4-6 PL:18551	21.03	\$24,564.51

SCHEDULE 5 to BYLAW NO. 8752

- 1. NAME OF IMPROVEMENT PROJECT: <u>10000 Block Williams Road Laneway (South of Williams Road)</u>
- 3. COMPLETION DATE OF PROJECT: September 19th 2012
- 4. COST PREPAID UNDER WORKS AND SERVICES BYLAW: \$ 132,229.72
- 5. NET COST FOR RECOVERY UNDER BYLAW No. 8752: \$ 105,238.15
- 6. TOTAL FRONTAGE OF BENEFITING LAND IN METRES: <u>329.45</u>
- 7. COST FOR RECOVERY PER METRE OF FRONTAGE: \$ 1,288.42
- 8. BENEFITING LAND AND FRONTAGE IN METRES:

LEGAL DESCRIPTION OF PARCEL	FRONTAGE OF BENEFITTING LAND ON PROJECT (m)	COST FOR RECOVERY
Lot: 28 Sec:35-4-6 PL:18549	20.42	\$26,309.54
Lot: 26 Sec:35-4-6 PL:18549	20.42	\$26,309.54
Lot: 25 Sec:35-4-6 PL:18549	20.42	\$26,309.54
Lot: 19 Sec:35-4-6 PL:18549	20.42	\$26,309.54

SCHEDULE 6 to BYLAW NO. 8752

- 1. NAME OF IMPROVEMENT PROJECT: <u>Seaton Road Laneway Upgrade (Laneway south of Seaton Road)</u>
- 2. CERTIFIED COST OF PROJECT: \$ 568,560.00
- 3. COMPLETION DATE OF PROJECT: October 15th, 2012
- 4. COST PREPAID UNDER WORKS AND SERVICES BYLAW: \$209,284.67
- 5. NET COST FOR RECOVERY UNDER BYLAW No. 8752: \$ 118,024.50
- 6. TOTAL FRONTAGE OF BENEFITING LAND IN METRES: 649.18
- 7. COST FOR RECOVERY PER METRE OF FRONTAGE: \$875.81
- 8. BENEFITING LAND AND FRONTAGE IN METRES:

LEGAL DESCRIPTION OF PARCEL	FRONTAGE OF BENEFITTING LAND ON PROJECT (m)	COST FOR RECOVERY
Lot: 1 Sec: 25-4-6 PL:18935	38.64	\$33,841.30
Lot: 14 Sec: 25-4-6 PL:18935	20.15	\$17,647.57
Lot: 10 Sec: 25-4-6 PL:18935	20.15	\$17,647.57
Lot: 8 Sec: 25-4-6 PL:18935	20.15	\$17,647.57
Lot: 345 Sec: 25-4-6 PL:44475	35.67	\$31,240.14

SCHEDULE 7 to BYLAW NO. 8752

- 1. NAME OF IMPROVEMENT PROJECT: <u>11000 Block Williams Road (From 11020 to Seacote)</u>
- 2. CERTIFIED COST OF PROJECT: \$238,697.00
- 3. COMPLETION DATE OF PROJECT: April 15th, 2015
- 4. COST PREPAID UNDER WORKS AND SERVICES BYLAW: \$33,721.14
- 5. NET COST FOR RECOVERY UNDER BYLAW No. 8752: \$ 175,467.67
- 6. TOTAL FRONTAGE OF BENEFITING LAND IN METRES: 151.91
- 7. COST FOR RECOVERY PER METRE OF FRONTAGE: \$ 1,571.31
- 8. BENEFITING LAND AND FRONTAGE IN METRES:

LEGAL DESCRIPTION OF PARCEL	FRONTAGE OF BENEFITTING LAND ON PROJECT (m)	COST FOR RECOVERY
Lot: 31 Sec: 36-4-6 PL:25887	24.69	\$38,795.53
Lot: 33 Sec: 36-4-6 PL:25887	20.12	\$31,614.66
Lot: 34 Sec: 36-4-6 PL:25887	20.12	\$31,614.66
Lot: 35 Sec: 36-4-6 PL:25887	20.12	\$31,614.66
Lot: 12 Sec: 36-4-6 PL:23314	26.62	\$41,828.15



Report to Committee

To:

Public Works and Transportation Committee

Date:

December 21, 2015

From:

John Irving, P.Eng. MPA

Director, Engineering

File:

10-6000-01/2015-Vol

01

Re:

Local Area Services – North Side Donald Road from and including 6991 Donald Road to and including 7480 Grandy Road and South Side Donald Road from Gilbert Road to and including 6760 Donald Road - Bylaw No. 9277

Staff Recommendation

1. That the Local Area Services Program for roadway development to widen pavement, install curb, gutter, sidewalk, street lights and boulevard trees (where ditch has previously been eliminated on Donald Road), be adopted in accordance with Section 211 and 212 of the *Community Charter*; and

2. That Bylaw No. 9277, which authorizes local area services construction at Donald Road, be introduced and given first, second and third readings.

John Irving, P.Eng. MPA Director, Engineering (604-276-4140)

Att. 1

REPORT CONCURRENCE			
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER	
Finance Department Law		(((
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:	APPROVED BY CAO	

Staff Report

Origin

The *Community Charter* requires that Council adopt a Bylaw to establish a Local Area Service after a LAS petition is successfully circulated and certified.

A Local Area Services Program petition was successfully circulated and certified as sufficient and valid on June 25, 2015 for roadway development to widen pavement, install curb, gutter, sidewalk, street lights and boulevard trees (where ditch has previously been eliminated) along the specific areas of Donald Road – Gilbert Road to Grandy Road as shown in attached Bylaw No. 9277 Plan to Schedule "A".

Analysis

The Local Area Services Program petition has support of 64% of the subject properties. The minimum threshold requirement for public support according to the *Community Charter* is 50%.

In support of the Local Area Service Bylaw, this report confirms that:

- 1. The estimated cost of the work is \$ 1,011,000.00;
- 2. The estimated share (100%) of the total cost which will be specially charged against the parcels benefiting from or abutting on the work is \$1,011,000.00 as a parcel tax based on taxable frontage through general taxation. A detailed listing of the cost per property is attached in Bylaw No. 9277;
- 3. The charge per taxable front metre against the various parcels is estimated to be \$1,729.21;
- 4. The number of instalments by which the special charges shall be made payable are 15.

Financial Impact

The 2016 Capital Plan includes, for Council consideration, financial funding of \$1,011,000.00 for the Local Area Services Program projects funded from the Local Improvement Reserve. If approved, this project will fund the Donald Road Local Area Services Program. This value will be recovered from benefiting property owners over 15 years through a parcel tax identified in the proposed Bylaw No. 9277 included with this report.

Conclusion

It is recommended that this project proceed as financing is in place and the benefiting residents have approved the work by petition in accordance with the *Community Charter*.

Lloyd Bie Manager, Engineering, Planning

(604-276-4075)

Att. 1: Local Area Service Bylaw No. 9277

City of Richmond

Bylaw 9277

LOCAL AREA SERVICE BYLAW NO. 9277

WHEREAS:

- A. Section 211 of the *Community Charter* authorizes Council to, by bylaw, establish a local area service;
- B. Council has received a Petition requesting provision of the Service;
- C. The Corporate Officer has certified the sufficiency of the Petition; and
- D. Section 216 of the *Community Charter* provides that the costs of a **Service** may be recovered by a **Tax**.

The **Council** of the **City** enacts as follows:

PART ONE: LOCAL AREA SERVICE

1. Service Cost

1.1.1 The cost of the **Service** shall be the actual costs of construction of the **Service**.

1.2. Service Recovery Cost

1.1.2 The full cost of the **Service** shall be recovered by the **Tax**.

1.3. Tax Allocation

1.1.3 The **Tax** shall, as more particularly set-out in schedule A of this bylaw, be allocated amongst the **Parcels** on the basis of **Parcel** frontage area.

1.4 Tax Repayment

1.1.4 The **Tax** shall be imposed on the **Parcels** for a period of 15 years commencing the year after completion of the construction of the **Service**.

PART TWO: INTERPREATION

2.1 In this bylaw, unless the context requires otherwise:

CITY

means the City of Richmond

COMMUNITY CHARTER

means Community Charter, SBC 2003, c. 26, as

amended or replaced from time to time

means the person appointed by Council pursuant to CORPORATE OFFICER section 148 of the Community Charter as the Corporate Officer of the City, or his or her designate COUNCIL means the council of the City LOCAL SERVICE AREA means the area described in schedule A of this bylaw **PARCELS** means the parcels of land within the Local Service Area PETITION means a petition made pursuant to section 212 of the Community Charter SERVICE means the roadway development to widen pavement, install curb, gutter, sidewalk, street lights, and boulevard trees (where ditch has previously been eliminated) to be constructed within the Local Service Area TAX means the parcel tax to be imposed on the Local Service Area in accordance with this bylaw

PART THREE: SEVERABILITY AND CITATION

3.1. If any part, section, subsection, clause, or sub clause of this bylaw is, for any reason, held to be invalid by the decision of a court of competent jurisdiction, such decision does not affect the validity of the remaining portions of this bylaw.

This bylaw is cited as "Local Area Service Bylaw No. 9277"

FIRST READING SECOND READING		CITY OF RICHMOND APPROVED for content by Giginating Cept.
THIRD READING ADOPTED		Innacian for legality by Solicitor
MAYOR	CITY CLERK	

SCHEDULE "A"

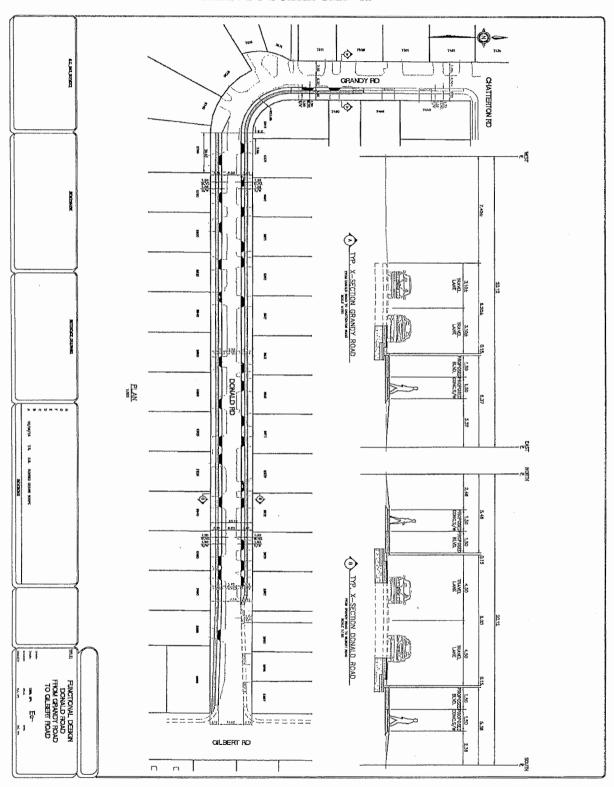
Parcel Description and Tax Allocation

Civic Address/ Legal Description of Property	Estimated Taxable frontage (metres)	Estimated Annual Charge for 15-Year Period	Estimated Single Lump Sum Payment
6988 DONALD RD LOT 233 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 61355	25,48	4,243.94	44,060.28
6986 DONALD RD LOT 235 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 61355	18.29	3,046.38	31,627.30
7480 GRANDY RD LOT 217 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 53364	15.24	2,538.37	26,353.17
6519 DONALD RD LOT 218 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 53364	25.92	4,317.23	44,821.17
6531 DONALD RD LOT 219 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 53364	20.42	3,401.15	35,310.49
6551 DONALD RD LOT 109 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.42	3,401.15	35,310.49
6571 DONALD RD LOT 110 SECTION 18 BLOCK 4N . RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.42	3,401.15	35,310.49
6591 DONALD RD LOT 111 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.42	3,401.15	35,310.49
6611 DONALD RD LOT 112 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.42	3,401.15	35,310.49

Civic Address/ Legal Description of Property	Estimated Taxable frontage (metres)	Estimated Annual Charge for 15-Year Period	Estimated Single Lump Sum Payment
6631 DONALD RD LOT 113 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.42	3,401.15	35,310.49
6651 DONALD RD LOT 114 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.42	3,401.15	35,310.49
6911 DONALD RD LOT 115 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.42	3,401.15	35,310.49
6939 DONALD RD LOT 116 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.42	3,401.15	35,310.49
6951 DONALD RD LOT 117 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.42	3,401.15	35,310.49
6971 DONALD RD LOT 118 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20,42	3,401.15	35,310.49
6991 DONALD RD LOT 119 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.42	3,401.15	35,310.49
6980 DONALD RD LOT 120 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.62	3,434.46	35,656.32
6960 DONALD RD LOT 121 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.62	3,434.46	35,656.32
6940 DONALD RD LOT 122 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.62	3,434.46	35,656.32

Civic Address/ Legal Description of Property	Estimated Taxable frontage (metres)	Estimated Annual Charge for 15-Year Period	Estimated Single Lump Sum Payment
6920 DONALD RD LOT 123 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.62	3,434.46	35,656.32
6900 DONALD RD LOT 124 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.62	3,434.46	35,656.32
6880 DONALD RD LOT 125 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.62	3,434.46	35,656.32
6860 DONALD RD LOT 126 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.62	3,434.46	35,656,32
6840 DONALD RD LOT 127 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20,62	3,434.46	35,656.32
6820 DONALD RD LOT 128 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.62	3,434.46	35,656.32
6800 DONALD RD LOT 129 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.62	3,434.46	35,656.32
6780 DONALD RD LOT 130 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.62	3,434.46	35,656.32
6760 DONALD RD LOT B SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 21351	27.87	4,642.02	48,193.12

PLAN TO SCHEDULE "A"





Report to Committee

To:

General Purposes Committee

Date:

January 12, 2016

From:

Victor Wei, P. Eng.

File:

01-0150-20-

Director, Transportation

THIG1/2015-Vol 01

Re:

George Massey Tunnel Replacement - City Comments on Project Definition

Report

Staff Recommendation

- 1. That the Ministry of Transportation and Infrastructure (MoTI) be advised that while the City supports the objectives of the George Massey Tunnel Replacement Project to ease traffic congestion at the existing tunnel area, improve transit and cycling connections and replace aging highway infrastructure to enhance public safety, as described in their Project Definition Report, the following issues must be addressed by MoTI prior to advancing the project for further design and the procurement process:
 - (a) Provision of further details to demonstrate how the overall project will:
 - Have a net zero or positive impact to agricultural land, and
 - Maintain, protect and enhance the City's riparian management areas and environmentally sensitive areas through a net gain approach;
 - (b) Determination of how the toll rate will be implemented so that it would be fair, equitable and part of a region-wide mobility pricing policy consistent with the Mayors' Council vision for regional transportation investments in Metro Vancouver;
 - (c) Immediate commencement of discussions by MoTI with the Cities of Vancouver and Richmond to jointly establish a contingency plan to address any potential increased traffic queuing on Highway 99 at the approach to the Oak Street Bridge;
 - (d) Collaboration with the City to identify appropriate infrastructure improvements to minimize any negative impacts from the widened bridge crossing and associated interchanges on the local road network including Steveston Highway, Westminster Highway, No. 5 Road, Van Horne Way, and Rice Mill Road;
 - (e) Encouragement of project proponents by MoTI to achieve a creative and innovative iconic design of the new bridge that recognizes its significance of being the largest bridge to be built in British Columbia; and
 - (f) Facilitate excellence in supporting sustainable transportation options through:
 - Partnership with TransLink to ensure that the transit stops within the Steveston (i) Highway and Highway 17A interchanges are operational on opening day,

- (ii) Provision of a multi-use path for pedestrians and cyclists on each side of the new bridge of sufficient width to safely accommodate all users in order to:
 - i. Improve safety by minimizing the crossing of Highway 99 on- and offramps at Steveston Highway that are planned as free flow,
 - ii. Minimize circuitousness and maximize convenience, and
 - iii. Better address existing and future demand;
- (iii) Inclusion of pedestrian and cycling facilities as part of the new Steveston Highway and Westminster Highway interchanges and on both sides of the Blundell Road overpass, and
- (iv) Provision of improved pedestrian and cycling facilities on Shell Road as part of the widened Shell Road overpass.
- 2. That the BC Environmental Assessment Office be requested to extend the deadline for comments on the draft Application Information Requirements from February 10, 2016 to March 15, 2016 to provide the City with sufficient time to provide meaningful input.

Victor Wei, P. Eng. Director, Transportation (604-276-4131)

Att. 4

REPORT CONCURRENCE			
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER	
Parks Engineering Sustainability Policy Planning		- Ju Evrey	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:	APPROVED BY CAO	

Staff Report

Origin

Further to staff memoranda and reports providing regular updates on the George Massey Tunnel Replacement (GMTR) project and, more recently, the release of the Project Definition Report¹ (PDR) and Technical Briefing presentation² to the public on December 16, 2015 as well as the Draft Concept³ (released early January 2016), this report provides staff comments on the PDR vis-à-vis the six project objectives endorsed by Council in June 2014 and other issues arising from Council's discussions on this project. These comments, upon endorsement by Council, would then be forwarded to the Ministry of Transportation and Infrastructure (MoTI) for consideration as part of its current Phase 3 consultation on the project that will close on January 28, 2016.

Findings of Fact

Project Scope

The geographic scope of the GMTR project is from Bridgeport Road in the north and the Highway 91-Highway 99 interchange in Delta in the south. The project has the following primary elements:

- A new 10-lane bridge replacing the existing George Massey Tunnel at the current location.
- New interchanges at Westminster Highway, Steveston Highway and Highway 17A.
- Median HOV/bus lane between Bridgeport Road and Highway 91 in Delta with transit stops on either side of the bridge within the Steveston Highway and Highway 17A interchanges.
- Dedicated transit connection between Highway 99 and the Bridgeport Canada Line Station.
- Provisions for future rapid transit
- New bridge to include a multi-use path for cyclists and pedestrians on the west side only.
- Replacement of Highway 91 overpass north of Westminster Highway interchange.
- New Blundell Road overpass with no connections/ramps to Highway 99.
- Widen Shell Road overpass.
- New connection between Highway 99 and Rice Mill Road.
- Decommissioning of the tunnel with the extent to be determined as part of the Environmental Assessment (EA) process.
- Replacement of the Deas Slough Bridge.
- New southbound exit to River Road in Delta.

The 10 traffic lanes on the new bridge will be comprised of one HOV/transit lane, three general purpose lanes and one climbing/merging lane in each direction. The project scope does not identify any improvements at the Oak Street Bridge.

The bridge will be designed to accommodate future rapid transit and will have the same vertical clearance as the Alex Fraser Bridge (i.e., 57 m from the high water mark). The project scope does

¹ Available online at: http://engage.gov.bc.ca/masseytunnel/files/2015/12/GMT-Project-Definition-Report-Dec-

Available online at: http://engage.gov.bc.ca/masseytunnel/files/2015/12/GMT-2015-12-16 Technical-Briefing-Presentation.pdf

Available online at: http://engage.gov.bc.ca/masseytunnel/files/2016/01/PDR-Concept-Dec-2015.pdf.

not include dredging of the Fraser River. The PDR states that removing the tunnel would increase the water draft by less than two metres and that the tunnel is not the shallowest point within the main shipping channel of the Fraser River; the Steveston Cut at the mouth of the river is shallower.

Project Funding

The PDR states that the Province intends to fund the project through user tolls and is also seeking a contribution from the federal government towards the project. In response to questions from the media regarding a funding contribution from Port Metro Vancouver (PMV), Minister Stone stated that PMV was a stakeholder and the two parties are in discussion on potential funding support from PMV towards the project. Minister Stone further indicated that the GMTR project and the major projects in TransLink's Regional Transportation Strategy (i.e., expansion of rapid transit in Vancouver and Surrey plus replacement of the Pattullo Bridge) are all equal priorities for the Province in seeking funding support from senior government. The Province also remains committed to one-third funding support for the major projects in the Regional Transportation Strategy.

Analysis

Council-Endorsed Project Objectives

At the June 23, 2014 Council meeting, six project objectives were endorsed and forwarded to the Ministry of Transportation and Infrastructure (MoTI) for its consideration in the development of a preferred project scope of improvements. The next six sections briefly state the project objective and staff's analysis and recommendations with respect to the consistency of the PDR with the project objective.

Project Objective 1: Land Use Impacts

Project Objective: Ensure a net zero or positive impact to agricultural land.

The draft PDR concept contains a conceptual drawing for the new Steveston Highway interchange (Attachment 1) that indicates a smaller footprint than the existing interchange, achieved via grade separation of the ramps (i.e., three levels), which suggests that there may be surplus land within the southeast quadrant that could be returned for other (e.g., agricultural) uses. However, this design is not shown in sufficient detail to indicate the exact land requirements with dimensions to confirm that the proposed interchange footprint is indeed less than the existing and by how much. This conceptual design is also subject to further change and will not be finalized until the procurement stage.

The PDR does not identify the extent of any required widening of Highway 99 north of Steveston Highway interchange. GMTR project staff have verbally advised staff that up to an additional 18 m of right-of-way will be required on the west side of Highway 99 between Blundell Road and Steveston Highway, which would also impact the City's parkland at the Gardens site. Separately, however, MoTI staff (who are not part of the GMTR team) reviewing a development application for a property adjacent to the west side of Highway 99 advised City staff within the Development Applications department that up to an additional 25 m of right-of-way will be required. Despite these off-setting elements, a fact sheet for the project states that the project design features "Net zero impact to Agricultural Land Reserve by minimizing land"

requirements for roadway and repatriating for agricultural use surplus lands created by developing more efficient interchanges."

Staff have kept the GMTR team apprised of the current review of the City's Backlands Policy particularly with respect to the potential establishment of a farm access road and how any required Highway 99 widening may impact adjacent properties and the location of the road. Staff have also stated that it is the City's expectation that the GMTR project would respect and address any requirements of the City's Backlands and Environmentally Sensitive Areas (ESAs) policies, including any requirements associated with Riparian Management Areas (RMAs), which are designated on both sides of Highway 99. Staff will continue to provide input to the GMTR team to encourage a positive impact to agricultural land (beyond a net zero impact) as well as to ensure the protection and enhancement of the City's RMAs and ESAs, consistent with Council's objective.

<u>Staff Recommendation</u>: Staff recommend that the City seek further details from the GMTR team to substantiate how the overall project will have a net zero or positive impact to agricultural land as well as maintain, protect and enhance the City's RMAs and ESAs through a net gain approach.

Project Objective 2: Support Regional Transportation Vision

<u>Project Objective</u>: Any expanded peak-hour lane capacity on a new bridge should be dedicated to a specific use (e.g., transit, HOV, trucks) rather than open to general purpose. The project should also include effective improvements to support the increased use of transit, cycling, carpooling and walking in the vicinity of interchanges.

Of the expanded peak hour lane capacity (i.e., beyond the existing three general purpose traffic lanes) of two additional vehicle lanes, one lane is dedicated for HOV/ transit use while the other lane is identified for climbing/merging but will be open to general purpose traffic, which is not entirely consistent with the Council objective that any additional lanes be dedicated to a specific use.

The PDR states that the new bridge will be tolled which, if applied strategically, may help support regional goals for 2045 that more than one-half of the region's trips to be by means other than private vehicle and for kilometres driven by auto to be reduced by one-third. The PDR contains no information on the toll rate or how a toll would integrate with the Province's existing tolling policy. In response to questions from the media regarding a provincial review of the tolling policy, Minister Stone stated that the review will await the results of the public consultation phase of the PDR and that the Ministry invites any public comments on the provincial tolling policy. With respect to the toll rate, Minister Stone stated that the rate has not been determined as:

- the potential funding contribution from the federal government has not been confirmed (a contribution may either reduce the toll rate or the length of repayment period), and
- setting a toll rate now would unduly influence the procurement process.

The PDR also states that traffic diversion to the non-tolled Alex Fraser Bridge is anticipated to occur only during weekday evenings and weekend (i.e., outside of peak periods). Minister Stone

stated that only 14 per cent of traffic using Highway 99 is expected to divert to the Alex Fraser Bridge.

Given that the long-term funding strategy for the Mayors' Council vision is predicated on the implementation of a region-wide mobility pricing policy, the construction of a new tolled bridge presents an opportune moment to initiate work on this policy in partnership with TransLink, particularly as the region's existing and planned tolled facilities will be located solely on bridge crossings linking the region south of the Fraser River, which also raises questions of fairness and equity.

Regarding the PDR's compatibility with other aspects of the regional transportation vision, further discussion of improvements to support increased use of sustainable transportation options is provided under Project Objectives 4 and 6 below.

<u>Staff Recommendation</u>: Staff recommend that the City seek clarification as to how the toll rate will be implemented to ensure that it will be fair, equitable and consistent with the Mayors' Council vision for regional transportation investments in Metro Vancouver.

Project Objective 3: Reduce Congestion

<u>Project Objective</u>: Travel times, reliability and GHG emissions from idling vehicles should be improved along the entire corridor including connecting roadways and not be simply moved to further downstream.

The PDR states that a 10-lane bridge with a one transit/HOV lane in each direction will eliminate congestion from opening day and accommodate future traffic growth, with no significant congestion to at least 2045. The average commuter is estimated to save 25 to 35 minutes daily in travel time, which would also reduce GHG emissions due to idling of vehicles in congestion at the approaches to this crossing.

With respect to the Oak Street Bridge, the PDR states that the current traffic signal operation at Oak Street-70th Avenue is a constraining factor in terms of limiting capacity but does not identify a traffic management strategy to address potential congestion at this location, which is the primary cause of traffic queuing at the Oak Street Bridge. The PDR states that "there won't be additional cars crossing the Oak Street Bridge because of the new bridge" as any increased trips to Vancouver are anticipated to be accommodated by a mode shift to transit use. Staff will seek detailed multi-modal travel demand forecast analysis from the GMTR team to substantiate this finding.

The PDR further states that "because people know that they're no longer going to be stuck in traffic at the George Massey crossing – saving up to 30 minutes a day – they may change their preferred travel time. This could make queue lengths at Oak Street a little longer during the busiest part of rush hours," thus recognizing that there will be queuing.

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⁴ The Golden Ears Bridge and the Port Mann Bridge are existing tolled facilities while the Pattullo Bridge replacement and the Massey Tunnel replacement are planned as tolled facilities.

In addition, the business case for the PDR states that "for the Richmond local road network, an increase in northbound traffic is forecast for the busiest hour of the morning peak period" based on traffic modelling predictions for 2045.

<u>Staff Recommendation</u>: Staff recommend that MoTI be requested to commence discussions immediately with the Cities of Vancouver and Richmond to jointly establish a contingency plan to address any potential increased traffic queuing on Highway 99 at the approach to the Oak Street Bridge.

Project Objective 4: Supporting Connections

<u>Project Objective</u>: The project scope, design and budget should include connecting pedestrian, cycling, transit, and related roadway improvements at both ends of the crossing and along the Highway 99 corridor.

The documents identify potentially significant impacts to the City's local road network not only in the immediate vicinity of the new interchanges (e.g., Westminster Highway (see Attachment 2), Steveston Highway and No. 5 Road) but also with new connections beyond the interchanges that would impact local roads and trails such as Van Horne Way-Bridgeport Trail (see Attachment 3) and Rice Mill Road. While both of these new local connections would have the potential benefit of significantly enhancing highway access to and from the adjacent areas, the PDR does not provide any details as to the scope of these connections, the magnitude of potential traffic volumes or any needed improvements to the local roads (for motorists, cyclists and pedestrians) to accommodate these changes in traffic volumes.

Further information is required (e.g., forecast traffic volumes and details of highway improvements) to assess any required improvements for all other road users (pedestrians, cyclists, transit) to accommodate the potential changes in traffic patterns. Per the Council objective, any local roadway tie-ins triggered by the project should be included in the design, scope and budget of the overall project.

<u>Staff Recommendation</u>: Staff recommend that the GMTR team collaborate with the City to identify appropriate infrastructure improvements that will minimize any negative impacts from the widened bridge crossing and associated interchanges on the local road network including Steveston Highway, Westminster Highway, No. 5 Road, Van Horne Way, and Rice Mill Road.

Project Objective 5: Iconic Bridge Design

<u>Project Objective</u>: The new bridge should provide a provincial and regional legacy by incorporating a creative architectural design to signify it as an iconic visual gateway.

The new bridge will be the largest to be built in British Columbia, the longest cable-stayed bridge in North America and one of the widest. At about three kilometres long, the bridge will be 65 per cent longer than the Port Mann Bridge and 32 per cent longer than the Alex Fraser Bridge. The current PDR shows a rendering of the new bridge being similar to the Alex Fraser Bridge and other recently built cable stay bridges (i.e., Port Mann and Golden Ears Bridges).

Being the first river crossing on Highway 99 when entering the western part of the region from the south, the new bridge will be a "gateway" to Canada's Pacific coast, not just Richmond, and

should make a strong, elegant statement. Opportunities exist now during the planning process and before the procurement process to encourage the design of a spatially and visually attractive bridge without resulting in substantial increase of project cost. These architectural features may include:

- streamline the two towers to create a unique look from other recently built bridges;
- add decorative elements to the towers to improve the proportions and expression;
- incorporate night-time lighting (solar-powered if possible) that gives the bridge a memorable signature/postcard image; and
- create a must-see outdoor shoreline experience along both sides of the Fraser River that entices bridge users to visit, look at the view and enjoy the amenities.

<u>Staff Recommendation</u>: Staff recommend that project proponents be encouraged by MoTI to achieve a creative, appealing and innovative iconic design for the new bridge that recognizes its significance of being the largest bridge to be built in British Columbia.

Project Objective 6: Sustainable Transportation Options

<u>Project Objective</u>: Promote excellence in facilitating sustainable transportation options including the potential of rapid transit in the near future.

The project scope identifies transit stops integrated within the Steveston Highway and Highway 17A interchanges complete with "safe and convenient walkways." These accesses should be designed to also accommodate cyclists to facilitate the integration of transit and cycling. The PDR is not clear if the stops will be operational on opening day. GMTR staff have verbally advised that discussions with TransLink remain on-going regarding funding for and operation of the transit stops. The PDR also states that the dedicated transit/HOV lanes will "support potential future rapid transit expansion." Further design details would also be helpful to demonstrate how rapid transit can be accommodated on the new bridge in the future.

The new bridge as well as the new interchanges and overpasses in Richmond also present key opportunities to significantly improve regional and local pedestrian and cycling connections not only across the Fraser River but also east-west within Richmond across Highway 99. All of the new interchanges and overpasses are located on or impact existing and planned cycling routes. With respect to the new bridge, the PDR states that there will be a shared multi-use path on the west side only with no details as to what form of facility, if any, will be on the east side. Consistent with this Council objective, a multi-use path of sufficient width to safely accommodate all users should be provided on both sides of the bridge to:

• Enhance Safety: the conceptual design for the new Steveston Highway interchange (Attachment 1) identifies that there will be "no traffic lights," which implies that pedestrians and cyclists will need to cross highway on- and off-ramps that have free flow movements where motorists are potentially travelling at relatively higher speeds. A multi-use path on both sides of the bridge would help minimize the number of ramp crossings given the user's origin and destination. A pathway on both sides would also provide an adjacent safe refuge for motorists whose vehicles become disabled.

- Minimize Circuitousness: the origins and destinations of cyclists and pedestrians in Richmond
 are not limited to areas west of Highway 99. For those coming from or destined for points to
 the east (e.g., Riverport), a multi-use path on the west side only would increase circuitousness
 and inconvenience. The new bridge should provide the same level of directness and
 connectivity for pedestrians and cyclists as it does for motorists.
- <u>Accommodate Demand</u>: the provision of cycling and pedestrian facilities on the new bridge is anticipated to increase demand, particularly for commuter and recreational cyclists (e.g., cycling clubs that already use Richmond as a training ground) and cycle tourism (e.g., to/from Tsawwassen Ferry Terminal). Moreover, as the new bridge will have a 100 year service life, it would be prudent and cost-efficient to include a multi-use path of sufficient width on both sides of the bridge at construction to accommodate future growth in demand.

In addition, with respect to the new interchanges and overpasses in Richmond included as part of the project scope, pedestrian and cycling improvements should include:

- <u>Steveston Highway and Westminster Highway Interchanges</u>: protected pedestrian and cycling
 facilities in each direction including safe and convenient crossings of Highway 99 on- and offramps and connections to existing facilities at each end;
- Blundell Road Overpass: protected pedestrian and cycling facilities in each direction; and
- <u>Shell Road Overpass</u>: opportunities for protected pedestrian and cycling facilities in each direction on Shell Road, including an extension of the Shell Road Trail (which currently terminates at the overpass due to right-of-way constraints) north towards Cambie Road and provision of a new multi-use pathway connection to the west to Odlin Road.

<u>Staff Recommendation</u>: Staff recommend that the GMTR team be advised that the project should facilitate excellence in supporting sustainable transportation options through:

- Partnership with TransLink to ensure that the transit stops within the Steveston Highway and Highway 17A interchanges are operational on opening day,
- Provision of a multi-use path for pedestrians and cyclists on each side of the new bridge of sufficient width to safely accommodate all users in order to:
 - Improve safety by minimizing the crossing of Highway 99 on- and off-ramps at Steveston Highway that are planned as free flow,
 - o Minimize circuitousness and maximize convenience, and
 - o Better address existing and future demand;
- Inclusion of pedestrian and cycling facilities as part of the new Steveston Highway and Westminster Highway interchanges and on both sides of the Blundell Road overpass, and
- Provision of improved pedestrian and cycling facilities on Shell Road as part of the widened Shell Road overpass.

Other City Interests

• <u>Tunnel Decommissioning</u>: the PDR states that the tunnel will be decommissioned once the bridge is operational based on a rationale that the tunnel does not meet modern seismic

standards and would require significant rehabilitation and ongoing operating costs, which are not defined. The media release for the PDR states that the tunnel is nearing its end of life and many of its major components have about 10 years of useful life remaining before they need to be replaced, including the lighting, ventilation and pumping systems.

The PDR also states that removing portions of the tunnel would increase the water draft at this location by less than two metres, which would not appreciably change the mix of vessels using the Fraser River because of other constraints in the shipping channel, including an existing Metro Vancouver watermain located at approximately 600m downstream of the tunnel. Based on preliminary information provided by Metro Vancouver staff, this watermain is not planned for replacement until 2035 to 2040. Staff will monitor and provide input on the tunnel decommissioning as part of the upcoming Environmental Assessment (EA) process (see further discussion below of the EA process).

- <u>Mid-Island Dike</u>: staff have advised the GMTR team that the City has a long-term flood protection plan that utilizes Highway 99 as a mid-island flood barrier or dike and therefore would like the project to incorporate features that serve a diking purpose where possible. As the fact sheet for the project states that the project will provide "Improved flood resilience in Richmond and Delta by enhancing existing dikes within the project limits," staff will seek further details on these proposed improvements.
- Relocation of BC Hydro Transmission Line: prior to tunnel decommissioning and construction of the new bridge, BC Hydro must relocate its existing transmission line that runs underground through the tunnel and overhead on either side of the tunnel adjacent to Highway 99. BC Hydro held a public consultation process in November 2015 to obtain feedback on three alternatives: (1) overhead crossing; (2) underground crossing; and (3) attached to the new bridge. BC Hydro has identified an overhead crossing as the technically-leading solution but has not yet confirmed the chosen alternative. As endorsed by Council, staff will continue to advise the agency that the City's preferred options are either an underground crossing of the Fraser River or attached to the new bridge.

PDR Public Consultation Period

The PDR was released on December 16, 2015 and the Phase 3 public consultation period for the PDR runs from that date to January 28, 2016. At the time of writing this report, opportunities for the general public to provide feedback on the PDR are limited to an on-line survey as there are no public open houses planned with respect to the PDR. As discussed further below, there will be two public open houses in January 2016 related to the Environmental Assessment (EA) process; however, these open houses will be focussed on the potential effects (environmental, economic, social, heritage, and health) that might result from the project rather than the PDR per se. Staff are also aware of at least one stakeholder meeting (i.e., workshop on cycling-related elements) that will be held January 12, 2016 and which staff will attend.

Staff requested the GMTR team to consider extending the PDR consultation period beyond the end of January 2016 given that engagement would likely be low during the holiday season. The Executive Project Director advised that the existing consultation period was lengthened to allow for the holiday period (i.e., from four to six weeks), there will be additional opportunities for

comment in January and February 2016 for the Project Description (PD) and draft Application Information Requirements (dAIR) as part of the EA process.

Environmental Assessment Process

The regular meetings of the GMTR team with City staff have also served to prepare for the upcoming British Columbia Environmental Assessment (BCEA) process for the project. On December 16, 2015, the BCEA Office (BCEAO) announced that the GMTR project is a reviewable project under the BC *Environmental Assessment Act*. Staff received e-mail correspondence from the BCEAO regarding the announcement, which included a web link to the GMTR project and documents including the Project Description.

MoTI has elected to issue a PDR in addition to the British Columbia Environmental Assessment process requirement for a Project Description. As such, much of the project business case details are contained within the PDR, whilst the Project Description contains technical project details relating to the scope of the environmental assessment.

On January 7, 2016, the BCEAO released the public consultation plan for the environmental assessment of the project that outlines the approach and types of public and stakeholder consultation and engagement activities undertaken to date and proposed to be undertaken by MoTI throughout the Pre-Application and Application Review stages of the EA to fulfill the BCEAO's public consultation requirements. The major components of the planned public consultation for the EA are summarized below.

1. Pre-Application Stage (December 2015 – June/July 2016)

A 31-day public comment period on the Project Description and Key Areas of Study document prepared by MoTI will occur from January 15 to February 15, 2016. Two BCEAO-led open houses will be held during this period (staff will attend the open house in Richmond):

- Richmond: Tuesday, January 26, 2016 at the Sandman Inn (10251 St. Edwards Drive) from 2:00 pm to 8:00 pm; and
- <u>Delta</u>: Wednesday, January 27, 2015 at the Delta Town and Country Inn (6005 Highway 17A) from 2:00 pm to 8:00 pm.

The BCEAO has also confirmed January 21, 2016 as the date for the first Environmental Assessment Advisory Working Group meeting. City staff will be participating in both the GMTR Working Group meetings organized by the BCEAO as well as the ongoing GMTR meetings coordinated between the City and the MoTI GMTR team. Staff will continue to provide regular updates to Council on these processes. The staff comments on the PDR outlined in this report will be used as basis for comments on the Project Description and Key Areas of Study document.

Information in the Project Description (PD) and Key Areas of Study document will be used to develop the Application Information Requirements (AIR) document for MoTI's application for an EA Certificate. The BCEAO has sent all Working Group members a link to the PD and Key Areas of study as well as the dAIR, indicating that the documents will be reviewed at the January 21, 2016 working group meeting and seeking comments on the dAIR by February 10, 2016.

Based on recent discussions with the BCEAO, staff anticipate a minimum of one more round of Working Group consultation for the dAIR.

The expectation of the BCEAO for the City to provide comments on both the Project Description and Key Areas of Study document and the dAIR by the specified deadlines within the overlapping review periods is unrealistic.

<u>Staff Recommendation</u>: Staff recommend that the BCEAO be requested to extend the deadline for comments on the dAIR from February 10, 2016 to March 15, 2016 to provide the City with sufficient time to provide meaningful input.

2. Application Review Stage (June/July 2016 – November/December 2016)

Once the final application is submitted, a minimum 45-day public comment period will occur on the Ministry's application. At least two BCEAO-led open houses in Delta and Richmond will be held during the public comment period, similar in format and location as for the Pre-Application phase. Open houses will be complemented by continued online engagement, stakeholder meetings and daily drop-in opportunities at the project office in Ironwood Mall. Working group meetings will continue throughout this period.

3. Post-EA Approval (On-going, 2017-2022)

Following the EA, MoTI will continue to consult and engage with stakeholders and the public as the project moves into procurement, construction, and post-implementation operations and monitoring. Consultation and engagement activities may include:

- Providing updates on the Project website and to the Project database and responding to public enquiries that arise from these updates.
- Presentations to community groups on request.
- Consultation with property owners about proposed noise mitigation measures in their area.
- Development and implementation of construction environmental management and mitigation monitoring plans

Supplementary Documents on Project Website

At the time of and subsequent to the release of the PDR, a number of supplementary documents were posted to the project website at www.masseytunnel.ca. Staff reviewed the key documents and provide the following highlights:

• <u>Business Case</u> (dated October 2015): as shown in Table 1, the project has a user benefit/cost ratio of 1.2 to 1 and a total benefit/cost ratio (when economic development costs are included) of 2.1 to 1, based on a project capital

Table 1: Benefit/Cost Ratio for Project

Item	Present Value (2014\$M)
Total Net Project Cost	\$2,016
Travel Time, Reliability,	
Operating Cost Savings,	\$2,485
Safety/Seismic Benefits	
User Benefit/Cost Ratio	1.2:1
Economic Development	\$1,652
Benefits	φ1,05Z
Total Benefits	\$4,137
Total Benefit/Cost Ratio	2.1:1

cost of \$3.5 billion and a real discount rate of six per cent. Additional non-quantified social, community and environmental benefits include improved emergency response capability,

reduced GHG emission from idling vehicles, and enhancements to Deas Island Regional Park and shoreline habitat. Sensitivity analysis indicates that even with a higher discount rate (7.5 per cent) and a lower traffic growth projection rate (20 per cent lower), the benefit/cost ratios remain positive at 1.5:1 and 1.7: 1 respectively.

The seismic design standard of the new bridge will be significantly improved from the current seismic resistance of the tunnel. The level of seismic event that would lead to a tunnel failure is estimated at 1 in 275 years whereas the current design standard for the new bridge will be 1 in 2,475 years.

The document states that other Ministry infrastructure adjacent to the tunnel also needs significant improvement if the tunnel is not replaced including the Rice Mill Road and CN Rail overpasses on the north side.

The business case concludes that the preferred procurement option is a long-term (30-year) partnership with private finance that includes operation, maintenance and rehabilitation, and that tolling is the preferred mechanism for recovering the capital costs. Transportation Investment Corporation (TI Corp), a Crown corporation, is proposed to undertake the GMTR project as its second tolled project after the Port Mann Bridge.

The business case also acknowledges that the new bridge will be more visible and have higher traffic noise levels than the tunnel. The PDR states that noise walls will be installed at "key locations along the highway" but does not specify the exact locations. Staff suggest a need for noise attenuation along the Highway 99 southbound off-ramp approaching Steveston Highway in order to mitigate traffic noise impacts to the adjacent City park. As part of the EA process, staff will monitor the visual, noise and air quality impacts of the new bridge.

• <u>Capital Cost Estimate</u> (dated September 2015): the report states that the bridge "will very likely be a cable stayed bridge." The deck will be suspended from two towers — one on each side of the Fraser River — that will each be about 210 m high, which is equivalent to a 60 storey building. The report also provides a proposed project schedule (Attachment 4). Per the schedule, construction will commence in the third quarter of 2017 and be completed by the end of 2021. Tunnel decommissioning, assumed to be removal of the middle four segments and mechanical, electrical and other components as well as back-filling of the approaches, will occur from the third quarter of 2021 through to the first quarter of 2023.

Financial Impact

None.

Conclusion

MoTI has released the Project Definition Report for the George Massey Tunnel Replacement project and is now seeking feedback from stakeholders and public on the project scope and funding options as part of its Phase 3 consultation that will close on January 28, 2016. The Province has released the Project Description and Key Areas of Study for public comment by

February 15, 2016 and provided working group members to the first dAIR for comment by February 10, 2016.

As the new bridge crossing is expected to result in benefits to Richmond in terms of easing severe traffic congestion near the areas of the existing tunnel, improving transit and cycling connections as well as replacing aging highway infrastructure to enhance public safety, staff recommend that the Ministry of Transportation and Infrastructure be advised that the City supports these project objectives as noted in the PDR. Before the project is advanced further to the detailed design and procurement process, however, the various issues outlined in this report must be addressed.

Staff will continue to update Council on future EA timelines for City comments and provide details accordingly.

Joan Caravan Transportation Planner

(604-276-4035)

JC:jc

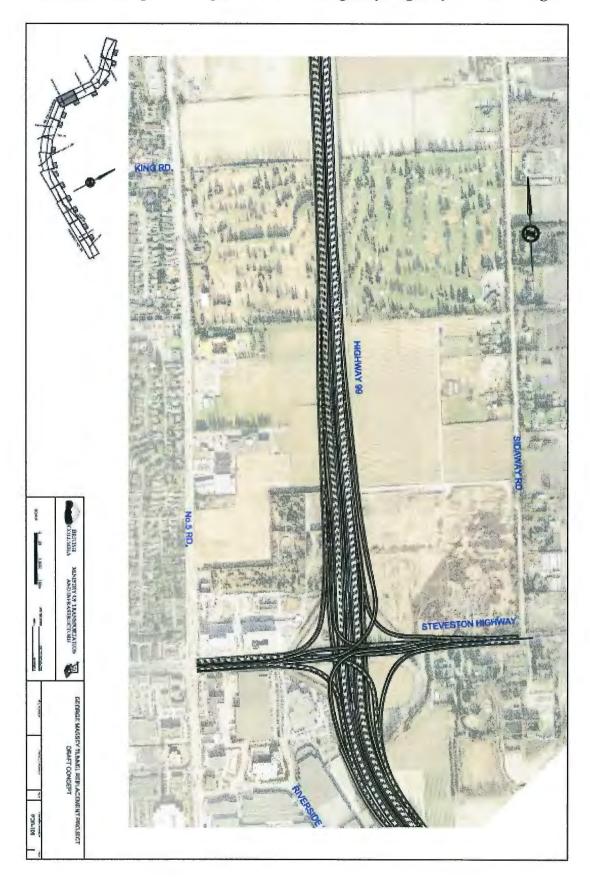
Att. 1: Current Conceptual Design for Steveston Highway-Highway 99 Interchange

Att. 2: Current Conceptual Design for Westminster Highway-Highway 99 Interchange

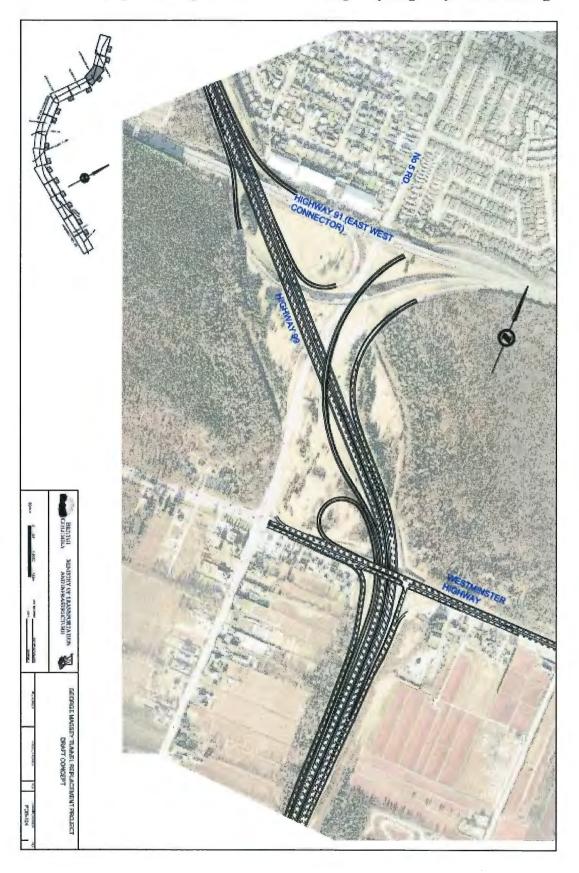
Att. 3: Current Conceptual Alignment of Dedicated Transit Ramp at Bridgeport Road

Att. 4: Proposed Project Schedule

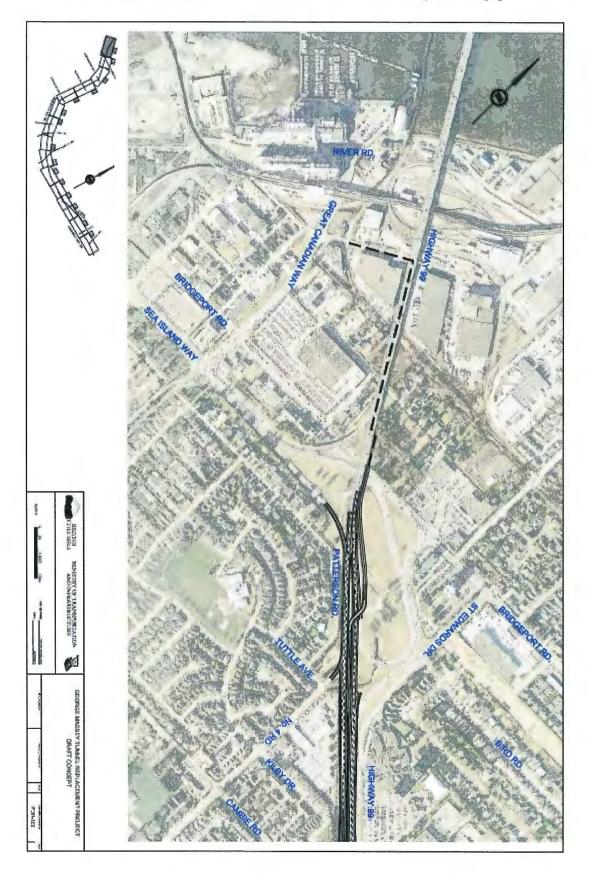
Current Conceptual Design for Steveston Highway-Highway 99 Interchange



Current Conceptual Design for Westminster Highway-Highway 99 Interchange



Current Conceptual Alignment for Dedicated Transit Ramp at Bridgeport Road



Proposed Project Schedule

PROPOSED PROJECT SCHEDULE George Massey Tunnel Replacement Project

Tennel Cecommissioning

 2916
 2617
 2018
 2019
 2020
 2021
 2022
 2023

 Q1
 Q2
 Q3
 Q4
 Q1
 Q2
 Q3
 Q4 Calendar Year RFQ Tequest for Qualifications Request for Proposals Design Vain Bridge Foundations Foundations Towers Cable Stays / Deck Cable Stays / Deck North Approach North Approach South Approach South Approach Finishing Finishing Highway 99 im provements North Highway 17A Interchange Highway 99 Improvements South



Report to Council

To:

Richmond City Council

Date:

January 22, 2016

From:

Amarjeet S. Rattan

File:

01-0130-01/2016-Vol

01

Director, Intergovernmental Relations and Protocol Unit

Re:

Revised FCM Resolution - Federal Port Operations on Agricultural Land

Staff Recommendation

That the Revised FCM Resolution - Federal Port Operations on Agricultural Land, as proposed in the January 22, 2015 staff report from the Director of Intergovernmental relations and Protocol Unit, be submitted to the Federation of Canadian Municipalities for their endorsement (Attachment 3).

Amarjeet S. Rattan

Director, Intergovernmental Relations and Protocol Unit

(604-247-4686)

REPORT CONCURRENCE

CONCURRENCE OF GENERAL MANAGER

INITIALS:

APPROVED BY CAO

Staff Report

Origin

At the September 14, 2015 Council Meeting, the City resolution 'Federal Port Operations on Agricultural Land' (Attachment 1) was endorsed for submission to the Union of BC Municipalities (UBCM).

This City resolution was subsequently endorsed unanimously by UBCM and sent by them to the Federation of Canadian Municipalities (FCM) for their consideration. FCM has now requested that this resolution be revised and resubmitted for inclusion in their 2016 Resolutions.

Analysis

As Port Metro Vancouver (PMV) has refused to acknowledge the City's concerns, in relation to their ownership and future use of ALR lands, staff recommended that the City direct its efforts to collaborating with the Lower Mainland Local Government Association (LMLGA), UBCM, FCM, Metro Vancouver and member municipalities, to seek their support in requesting that the Government of Canada reform and improve PMV- Municipal relations through changes to federal regulations and policies to compel PMV to engage in meaningful consultations with municipalities, and adhere to municipal and regional bylaws and policies.

Accordingly, resolutions outlining City concerns and recommendations were forwarded to LMLGA and UBCM to gain their support in pursuing federal regulatory changes to PMV operations which impact municipal interests (Attachment 1).

These resolutions were unanimously endorsed on May 7, 2015, by LMLGA and on September 25, 2015 by UBCM and sent to FCM for their consideration at their June, 2016 Annual Convention.

The City has now received notification from FCM (Attachment 2) that the City resolution submitted through UBCM "does not address a federal issue impacting municipalities nationwide" and has requested that the City consider revising this resolution to have the 'resolved clause' only call on federal port authorities to establish meaningful consultation processes. If this revised resolution (Attachment 3) is approved by Council, FCM has advised that it will accept this and include it in their resolutions to be considered in the June 2016 resolution session of their upcoming annual convention.

Financial Impact

No financial impact.

Conclusion

City resolutions with respect to federal PMV ownership of agricultural land were endorsed by the LMLGA and UBCM and subsequently submitted to FCM. However, the FCM has reviewed the UBCM endorsed resolution and recommended that the City consider revising it to have the

'resolved clause' only call on federal port authorities to establish meaningful consultation processes. FCM indicated that it is prepared to accept a revised resolution (Attachment 3) for consideration as part of its resolutions session in June 2016.

Amarjeet S. Rattan

Director, Intergovernmental Relations and Protocol Unit (604-247-4686)

AR:ar

Att. 1: LMLGA/UBCM Resolutions

2: FCM January 20, 2016 notification

3: Revised FCM Resolution

City of Richmond Resolution to LMLGA:

Discouraging Port Metro Vancouver (PMV) From Expanding on Agricultural Lands Resolution:

WHEREAS the Canada Marine Act (e.g., through Letters Patent and pursuant to the Port Authorities Management Regulations) allows Port Metro Vancouver (PMV) to undertake port activities including the shipping, navigation, transporting and handling of goods and passengers, including managing, leasing, licensing, acquiring and disposing of lands for the purposes of operating and supporting port operations;

WHEREAS PMV has purchased land in the BC Agricultural Land Reserve (ALR) in the City of Richmond, totaling 241.51 acres, which over time it intends to develop for port purposes and these ALR land purchases have been authorized by the issuance of *Supplementary Letters of Patent* signed by the Minister of Transport Canada;

WHEREAS the City of Richmond has advised PMV that it continues to strongly object to its Land Use Plan, as it does not protect ALR land, and has requested the PMV Board to delete the "Special Study Areas' located within ALR in the City of Richmond, and create a policy which prohibits the expansion of PMV operations on all ALR lands;

RESOLVED that the Lower Mainland Local Government Association (LMLGA) and the Union of BC Municipalities (UBCM) call on the federal government and the Minister of Transport Canada, through the Federation of Canadian Municipalities (FCM) and other avenues as appropriate, to:

- 1. Request the Minister of Transport Canada to rescind the March 24, 2009 Supplementary Letter of Patent (attached) issued by the Honourable John Baird, Minister of Transport, Infrastructure and Communities, which authorized the transfer of the 229.34 acre Agricultural Lands real property, described in this Supplementary Letter of Patent, from A.C.Gilmore & Sons (Farms) Ltd. to PMV, and order the PMV Board to dispose of this real ALR property and other real ALR properties, currently designated in their Plan as 'Special Study Areas', for agricultural purposes, at fair market value;
- 2. Request the Minister of Transport Canada, by way of regulatory changes (e.g., to the Canada Marine Act, the Port Authorities Management Regulations and Letters of Patent), to prohibit the PMV and its subsidiaries, from purchasing any ALR land in the City of Richmond and within the Metro Vancouver region, for port purposes; and
- 3. Request the Minister of Transport Canada to require PMV to establish, with the local governments located within the area in which it operates, a meaningful consultation process and a formal dispute resolution process to address Municipal/PMV issues arising from its operations and activities.

ENDORSED BY THE LOWER MAINLAND LOCAL GOVERNMENT ASSOCIATION UBCM RESOLUTIONS COMMITTEE RECOMMENDATION: Refer Back to Area Association

UBCM RESOLUTIONS COMMITTEE COMMENTS:

The Resolutions Committee advises that the UBCM membership has not previously considered a resolution requesting that the federal government prohibit the acquisition by port corporations of landin the BC Agricultural Land Reserve for non-agricultural, port purposes. The Committee would observe that the issue as stated in the resolution is specific to Port Metro Vancouver and therefore regional in nature.

City Resolution to UBCM:

Federal Port Operations on Agricultural Land

WHEREAS the Agricultural Land Reserve Act and regulations establish the Agricultural Land Reserve (ALR) as a provincial zone in which agriculture is recognized as the priority land use, farming is encouraged, and non-agricultural uses are restricted;

WHEREAS the Canada *Marine Act* empowers federal port authorities to undertake port activities including the shipping, navigation, transporting and handling of goods and passengers, including managing, leasing, licensing, acquiring and disposing of lands for the purposes of operating and supporting port operations;

WHEREAS the provisions of the Canada *Marine Act* effectively exempt federal port authorities operating in BC from the land use provisions of the *Agricultural Land Reserve Act* and regulations;

WHEREAS Port Metro Vancouver, a federal port authority, has purchased land in Richmond, BC that falls within the Agricultural Land Reserve, and which over time it may wish to develop for port operations rather than agricultural use—a situation that could occur in any region of the province where a federal port authority operates;

WHEREAS the City of Richmond has expressed opposition to the Land Use Plan that Port Metro Vancouver prepared for the ALR land that it purchased in Richmond, specifically the fact that the plan may contemplate future non-agricultural use of ALR land:

RESOLVED that UBCM call on the provincial and federal governments to:

- order federal port authorities operating in BC to sell at fair market value any currently held real properties that fall within the Agricultural Land Reserve;
- enact legislative and regulatory changes to prohibit federal port authorities from purchasing land within the Agricultural Land Reserve if the intended use is nonagricultural; and

• require federal port authorities to establish meaningful consultation processes and a formal dispute resolution process with neighbouring local governments, to address issues arising from federal port operations and activities;

RESOLVED that in the specific case of Port Metro Vancouver, UBCM urge the Board of Directors of Port Metro Vancouver to adopt a policy prohibiting the expansion of Port Metro Vancouver operations onto lands within the Agricultural Land Reserve.

TO MAYOR & EACH DOLLMAND, OR MORE OTTY OFFICE Marc LeBlanc <marc.leblanc@fcm.ca> Wednesday, 20 January 2016 11:09 AM

CityClerk

From:

Sent:

To: Cc:

Daniel Rubinstein: Pascale Clément

CitvClerk

Subject: Attachments: FCM Resolutions on Port Metro Vancouver

MIT-Discouraging Port Metro Vancouver from Expanding on Agricultual Lands.docx;

MIT-Federal Port Operations on Agricultural Land.docx

Importance:

High

PHOTOCOPIED

Categories:

01-0060-20-FCMU1-01

2016

& DISTRIBUTED

Good afternoon David,

Hope you're doing well. FCM has received two resolutions from the City of Richmond on the Port Metro Vancouver's expansion into agricultural lands (see attached).

Unfortunately, under FCM's Procedures for Resolutions, FCM generally does not take positions on conflicts between individual municipalities and federal entities, as they do not fall within FCM's existing policy. These resolutions do not address a federal issue impacting municipalities nationwide, but address an issue specific to B.C.'s Lower Mainland. Further, FCM would not take a position on permanently prohibiting PMV expansion onto ALR land nor on prioritizing agricultural or industrial land uses. Therefore, both resolutions as they stand would be categorized as a "Category B" and recommended not to be adopted.

However, the need for meaningful municipal consultation by federal entities in cases where federal and municipal interests overlap is fundamental to existing FCM policy. FCM would welcome a resolution where the resolved clause only calls on federal port authorities to establish meaningful consultation processes, as is mentioned in the second resolution, "Federal Port Operations on Agricultural Land."

An acceptable resolution's resolved clause would look like:

RESOLVED. That FCM call on the federal government to require federal port authorities to establish meaningful consultation processes and a formal dispute resolution process with neighbouring local governments, to address issues arising from federal port operations and activities.

Could you please advise if Richmond City Council would be comfortable adopting a resolution with this resolved clause. The "Whereas" clauses do not have to be amended from the "Federal Port Operations on Agricultural Land." Our deadline to receive all resolutions is January 25th, but FCM can be flexible with accepting an amended resolution a week or so late. I understand that this is fairly short notice, so if you have any questions, please don't hesitate to contact me.

Marc



Discouraging Port Metro Vancouver from Expanding on Agricultural Lands

WHEREAS, The Canada Marine Act (e.g. through Letters Patent and pursuant to the Port Authorities Management Regulation) allows Port Metro Vancouver (PMV) to undertake port activities including the shipping, navigation, transporting and handling of goods and passengers, including managing, leasing, licensing, acquiring and disposing of lands for the purposes of operating and supporting port operations; and

WHEREAS, PMV has purchased land in BC Agricultural Land Reserve (ALR) in the City of Richmond, totaling 241.51 acres, which over time it intends to develop for port purpose and these ALR land purchases have been authorized by the issuance of Supplementary Letters of Patent signed by the Minister of Transport Canada; and

WHEREAS, The City of Richmond has advised PMV that it continues to strongly object to its Land Use Plan, as it does not protect ALR land, and has requested the PMV Board to delete the "Special Study Areas' located within ALR in the City of Richmond, and create a policy which prohibits the expansion of PMV operations on all ALR lands; therefore be it

RESOLVED, That the Lower Mainland Local Government Association (LMLGA) and the Union of BC Municipalities (UBCM) call on the federal government and the Minister of Transport Canada, through the Federation of Canadian Municipalities (FCM) and other appropriate to:

- 1. Request the Minister of Transport Canada to rescind the March 24, 2009 Supplementary Letter of Patent (attached) issued by the Honourable John Baird, Minister of Transport, Infrastructure and Communities, which authorized the transfer of the 229.34 acre Agricultural Lands real property, described in this Supplementary Letter of Patent, from A.C. Gilmore & Sons (Farms) Ltd. to PMV, and order the PMV Board to dispose of this real ALR property and other real ALR properties, currently designated in their Plan as 'Special Study Areas', for agricultural purposes, at fair market value;
- 2. Request the Minister of Transport Canada, by way of regulatory changes (e.g. to the Canada Marine Act, the Port Authorities Management Regulations and Letters of Patents), to prohibit the PMV and its subsidiaries, from purchasing any ALR land in the City of Richmond and within the Metro Vancouver region, for port purposes; and
- 3. Request the Minister of Transport Canada to require PMV to establish, with the local governments located within the area in which it operates, a meaningful consultation process and a formal dispute resolution process to address Municipal/PMV issues arising from its operations and activities.

City of Richmond, BC

Federal Port Operations on Agricultural Land

WHEREAS, The Agricultural Land Reserve Act and regulations establish the Agricultural Land Reserve (ALR) as a provincial zone in which agriculture is recognized as the priority land use, farming is encouraged, and non-agricultural uses are restricted; and

WHEREAS, The Canada Marine Act empowers federal port authorities to undertake port activities including the shipping, navigation, transporting and handling of goods and passengers, including managing, leasing, licensing, acquiring and disposing of lands for the purposes of operating and supporting port operations; and

WHEREAS, The provisions of the Canada Marine Act effectively exempt federal port authorities operating in BC from the land use provisions of the Agricultural Land Reserve Act and regulations; and

WHEREAS, Port Metro Vancouver, a federal port authority, has purchased land in Richmond, BC that falls within the Agricultural Land Reserve, and which over time it may wish to develop for port operations rather than agricultural use—a situation that could occur in any region of the province where a federal port authority operates; and

WHEREAS, The City of Richmond has expressed opposition to the Land Use Plan that Port Metro Vancouver prepared for the ALR land that it purchased in Richmond, specifically the fact that the plan may contemplate future non-agricultural use of ALR land; therefore be it

RESOLVED, That <u>UBCMFCM</u> call on the provincial and federal governments to:

- order federal port authorities operating in BC to sell at fair market value any currently held real properties that fall within the Agricultural Land Reserve;
- order federal port authorities operating in BC to sell at fair market value any currently held real properties that fall within the Agricultural Land Reserve;
 - enact legislative and regulatory changes to prohibit federal port authorities from purchasing land within the Agricultural Land Reserve if the intended use is non-agricultural; and
- require federal port authorities to establish meaningful consultation processes and a
 formal dispute resolution process with neighbouring local governments, to address
 issues arising from federal port operations and activities; and be it further resolved

RESOLVED, That in the specific case of Port Metro Vancouver, UBCMFCM urge the Board of Directors of Port Metro Vancouver to adopt a policy prohibiting the expansion of Port Metro Vancouver operations onto lands within the Agricultural Land Reserve.

UBCM City of Richmond, BC

Revised FCM Resolution

Federal Port Operations on Agricultural Land

WHEREAS the Agricultural Land Reserve Act and regulations establish the Agricultural Land Reserve (ALR) as a provincial zone in which agriculture is recognized as the priority land use, farming is encouraged, and non-agricultural uses are restricted;

WHEREAS the Canada *Marine Act* empowers federal port authorities to undertake port activities including the shipping, navigation, transporting and handling of goods and passengers, including managing, leasing, licensing, acquiring and disposing of lands for the purposes of operating and supporting port operations;

WHEREAS Port Metro Vancouver, a federal port authority, has purchased land in Richmond, BC that falls within the Agricultural Land Reserve, and which over time it may wish to develop for port operations rather than agricultural use—a situation that could occur in any region of the province where a federal port authority operates;

WHEREAS the City of Richmond has expressed opposition to the Land Use Plan that Port Metro Vancouver prepared for the ALR land that it purchased in Richmond, specifically the fact that the plan may contemplate future non-agricultural use of ALR land:

RESOLVED that FCM call on the federal government to require federal port authorities to establish meaningful consultation processes and a formal dispute resolution process with neighbouring local governments, to address issues arising from federal port operations and activities;



Richmond Zoning Bylaw 8500 Amendment Bylaw 8929 (RZ 11-596490) 8200, 8220, 8280 AND 8300 NO. 1 ROAD

The Council of the City of Richmond 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 **LOW DENSITY TOWNHOUSES (RTL4)**

P.I.D. 008-971-978

South Half Lot 309 Section 23 Block 4 North Range 7 West New Westminster District Plan 52748

P.I.D. 009-939-008

Lot 17 Except: Part Subdivided by Plan 53609; Section 23 Block 4 North Range 7 West New Westminster District Plan 14449

P.I.D. 003-927-679

North Half Lot 717 Section 23 Block 4 North Range 7 West New Westminster District Plan 51164

P.I.D. 004-185-587

Lot 717 Except: The Northerly Portion, Section 23 Block 4 North Range 7 West New Westminster District Plan 51164

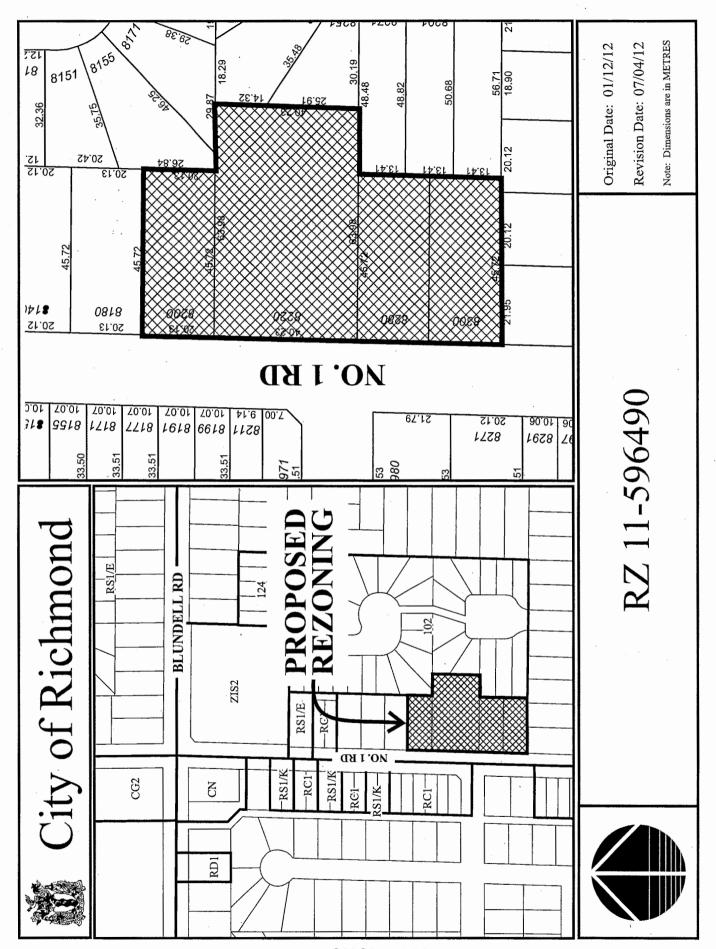
2. This Bylaw is cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 8929".

FIRST READING	JUL 2 3 2012	
A PUBLIC HEARING WAS HELD ON	SEP 0 5 2012	CITY OF RICHMOND
SECOND READING	SEP 0 5 2012	APPROVED for content by originating dept
THIRD READING	SEP 0 5 2012	APPROVED
DEVELOPMENT REQUIREMENTS SATISFIED	JAN 1 9 2016	for legality by Solicitor
ADOPTED		

Page 2

Bylaw	8929	

MAYOR	CORPORATE OFFICER



CNCL - 441



Richmond Zoning Bylaw 8500 Amendment Bylaw 9049 (RZ 13-631303) Portion of 7671 Bridge Street

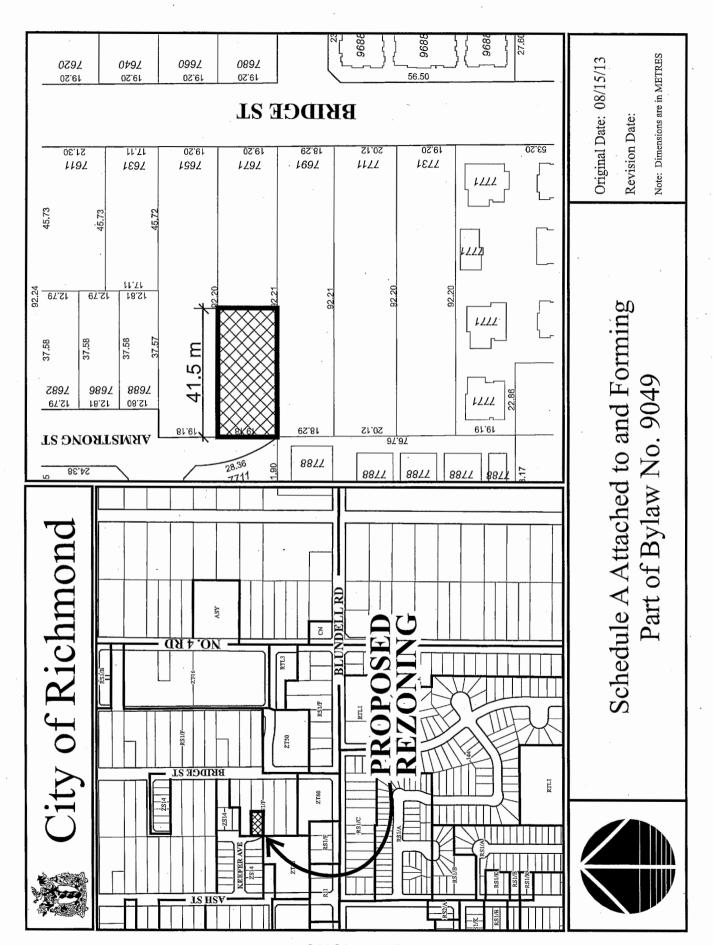
The Council of the City of Richmond, in open meeting assembled, enacts as follows:

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 (ZS14) SOUTH MCLENNAN (CITY CENTRE)".

That area shown cross-hatched on "Schedule A attached to and forming part of Bylaw No. 9049"

2. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 9049".

FIRST READING	SEP 0 9 2013	F
A PUBLIC HEARING WAS HELD ON	OCT 2 1 2013	A
SECOND READING	OCT 2 1 2013	-
THIRD READING	OCT 2 1 2013	
OTHER CONDITIONS SATISFIED	JAN 0 8 2016	L
ADOPTED		
MAYOR	CORPORATE OFFICER	



CNCL - 443



Richmond Zoning Bylaw 8500 Amendment Bylaw 9503 (ZT 15-710920) 2760 Sweden Way

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

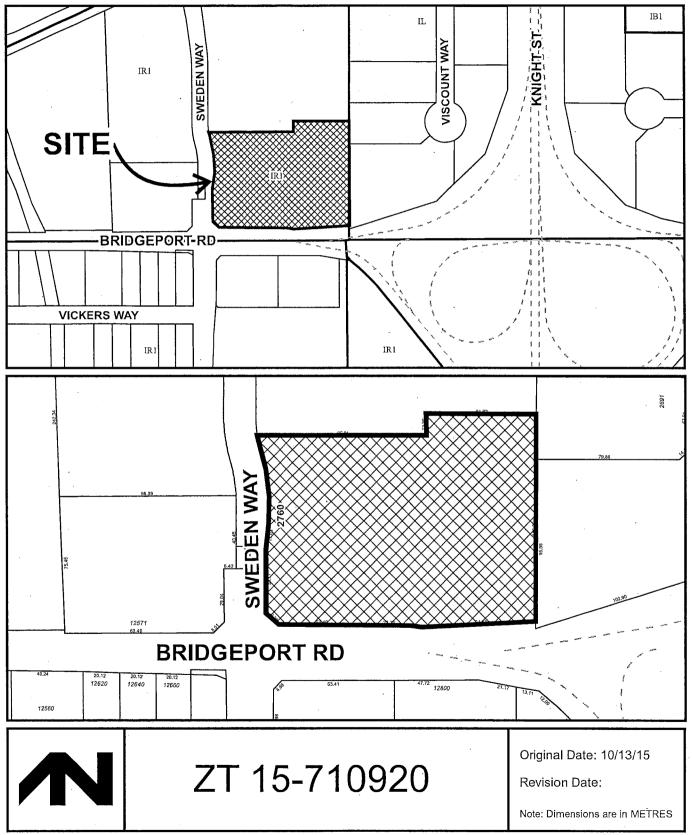
- 1. Richmond Zoning Bylaw 8500 is amended by inserting the following clauses and renumbering Section 12.4.11 Other Regulations in the Industrial Retail (IR1) zone accordingly;
 - "6. Not withstanding Section 12.4.11.5, Retail, general uses, limited to retail sale of automotive parts and accessories shall be permitted only at the following site(s):

2760 Sweden Way P.I.D. 024-886-271 Lot 3 Section 19 Block 5 North Range 5 West New Westminster District Plan LMP47838"

2. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 9503".

FIRST READING	NOV 2 3 2015	CITY OF RICHMOND
PUBLIC HEARING	DEC 1 5 2015	APPROVED by
SECOND READING	DEC 1 5 2015	APPROVED by Director
THIRD READING	DEC 15 2015	or Solicitor
OTHER CONDITIONS SATISFIED	JAN 1 9 2016	
ADOPTED		
	γ .	
MAYOR	CORPORATE OFFICER	









Development Permit Panel Wednesday, December 16, 2015

Time:

3:30 p.m.

Place:

Council Chambers

Richmond City Hall

Present:

Joe Erceg, Chair

Robert Gonzalez, General Manager, Engineering and Public Works

John Irving, Director, Engineering

The meeting was called to order at 3:30 p.m.

Minutes

It was moved and seconded

That the minutes of the meeting of the Development Permit Panel held on October 14, 2015, be adopted.

CARRIED

1. Development Permit 11-584805

(File Ref. No.: DP 11-584805) (REDMS No. 4645405)

APPLICANT:

Marine Star Homes Corporation

PROPERTY LOCATION:

9780 Alberta Road

INTENT OF PERMIT:

Permit the construction of six (6) three-storey townhouse units at 9780 Alberta Road on a site zoned "Town Housing (ZT60) – North McLennan (City Centre)."

Development Permit Panel Wednesday, December 16, 2015

Applicant's Comments

Meredith Mitchell, M2 Landscape Architecture, briefed the Panel on the proposed development and commented on urban design and landscape and open space design, noting that (i) vehicle access to the site is through a cross-access easement along the neighbouring property, (ii) the site is dense and on-site trees have been removed, (iii) the site's grade will be raised, (iv) amenities will include green space and the children's play area will be lit with bollard lighting, (v) landscaping will include hedges, and (vi) the proposed architectural form and character of the development is consistent with the surrounding neighbourhood.

Panel Discussion

In reply to queries from the Panel, Wayne Craig, Director, Development, noted that three on-site trees will be removed and replacement trees will be provided.

In reply to queries from the Panel, Ms. Mitchell noted that due to the density of the site, the amenity area will be located adjacent to the drive aisle.

Staff Comments

Mr. Craig advised that the proposed development will include one convertible unit and will be designed to meet EnerGuide 82 standards. He added that, with the exception of the convertible unit, all units will include a side-by-side garage.

In reply to queries from the Panel, Mr. Craig noted that there is a rezoning application on the adjacent three properties for a townhouse development.

Correspondence

None.

Gallery Comments

None.

Panel Decision

It was moved and seconded

That a Development Permit be issued which would permit the construction of six (6) three-storey townhouse units at 9780 Alberta Road on a site zoned "Town Housing (ZT60) – North McLennan (City Centre)."

CARRIED

2. New Business

Development Permit Panel Wednesday, December 16, 2015

- 3. Date of Next Meeting: January 13, 2016
- 4. Adjournment

It was moved and seconded

That the meeting be adjourned at 3:42 p.m.

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Development Permit Panel of the Council of the City of Richmond held on Wednesday, December 16, 2015.

Joe Erceg Chair Evangel Biason Legislative Services Coordinator





Time:

3:30 p.m.

Place:

Council Chambers

Richmond City Hall

Present:

Joe Erceg, Chair

Cecilia Achiam, Director, Administration and Compliance

Victor Wei, Director, Transportation

The meeting was called to order at 3:30 p.m.

1. Minutes

It was moved and seconded

That the minutes of the meeting of the Development Permit Panel held on December 16, 2015, be adopted.

CARRIED

2. Development Permit 13-629399

(File Ref. No.: DP 13-629399) (REDMS No. 4677777)

APPLICANT:

Yamamoto Architecture Inc.

PROPERTY LOCATION:

9040 and 9060/9080 No. 2 Road

INTENT OF PERMIT:

- 1. Permit the construction of nine (9) townhouse units at 9040 and 9060/9080 No. 2 Road on a site zoned "Low Density Townhouses (RTL4)"; and
- 2. Vary the provisions of Richmond Zoning Bylaw 8500 to:
 - a) reduce the front yard setback from 6.0 m to 5.0 m;
 - b) allow a total of ten (10) tandem parking spaces in five (5) three-storey townhouse units; and
 - c) replace three (3) standard residential parking spaces with small car spaces.

Applicant's Comments

Karen Ma, Yamamoto Architecture Inc., briefed the Panel on the proposed development noting that (i) the form and character of the development is consistent with the adjacent neighbourhood, (ii) a cedar hedge row will be planted along the north and south property lines, (iii) windows on the north elevation of Building 2 have been minimized to reduce the overlook potential (iv) two Douglas Fir trees have been identified for retention, (v) three visitor parking spaces have been provided, and (vi) sustainability features and energy efficient appliances will be incorporated into the development.

Meredith Mitchell, M2 Landscape Architecture, briefed the Panel on the landscaping plan, noting that (i) trees behind Building 1 will be retained, (ii) site grades were determined for the internal road with staff, (iii) the plant bed at the driveway edge was widened to enable more landscaping, (iv) the internal road will include planting at each driveway entry, (v) cedar trees along the east property line will be retained, and (vii) bollards will be installed between the drive aisle and the outdoor amenity area.

Panel Discussion

In reply to queries from the Panel, Ms. Mitchell confirmed that (i) the neighbour to the south consented to the removal of two trees situated on the property line, (ii) an electrical room will be situated between the proposed development's two buildings, (iii) low growing shrubs will be planted where visibility is to be maintained, and (iv) the outdoor amenity space, garbage/organic waste/recycling collection facilities, and mailbox are situated and sized appropriately to facilitate shared use with residents of a future development at 6008 and 6028 Francis Road, should they redevelop in the future.

Staff Comments

Wayne Craig, Director, Development, confirmed that three variances related to the proposed application were identified at the time of rezoning. He noted that the setback variances are dictated by the location of the drive aisle and the trees being retained. He further noted that three of the four side-by-side double car garages will have one full size space and one small car space.

Panel Discussion

None.

Correspondence

None.

Gallery Comments

Harvey Yee, owner of 6008 and 6028 Francis Road, questioned how the project would impact the existing fence on the north side of the subject property and in reply to queries from the Panel, Ms. Mitchell clarified that the plan identified a retaining wall at that location, and the inclusion of a fence. She added that the existing fence will likely be replaced, if the fence is in poor condition.

Donna Wong, 9100 No. 2 Road, questioned if the existing street lighting would be relocated on No. 2 Road, as a result of the proposed development, and in reply to queries from the Panel, Mr. Craig clarified that a servicing agreement is required for infrastructure changes on No. 2 Road, and that the street light location will be determined through the Servicing Agreement design. It was further noted that the Servicing Agreement design can be reviewed with Ms. Wong.

Panel Decision

It was moved and seconded

That a Development Permit be issued which would:

- 1. permit the construction of nine (9) townhouse units at 9040 and 9060/9080 No. 2 Road on a site zoned "Low Density Townhouses (RTL4)"; and
- 2. vary the provisions of Richmond Zoning Bylaw 8500 to:
 - a) reduce the front yard setback from 6.0 m to 5.0 m;
 - b) allow a total of ten (10) tandem parking spaces in five (5) three-storey townhouse units; and
 - c) replace three (3) standard residential parking spaces with small car spaces.

CARRIED

3. Development Permit 14-660885

(File Ref. No.: DP 14-660885) (REDMS No. 4843459 v. 6)

APPLICANT:

Rafii Architects Inc. and DYS Architecture on behalf of

Kebet Holdings Ltd., Inc. No. BC0712200

PROPERTY LOCATION:

5580 No. 3 Road

INTENT OF PERMIT:

- 1. Permit the construction of approximately 132 residential units, which includes 128 units within a residential tower and four (4) two-storey townhouse units above the parking podium, and grade level commercial units along No. 3 Road at 5580 No. 3 Road on a site zoned "Downtown Commercial (CDT1);" and
- 2. Vary the provisions of Richmond Zoning Bylaw 8500 to reduce the residential parking rate from the standard City wide parking rate to the City Centre Zone 1 parking rate.

Applicant's Comments

Foad Raffii, Rafii Architects Inc., accompanied by Norm Chin, DYS Architecture, briefed the Panel on the proposed development noting that (i) the project was mainly residential and was situated on No. 3 Road in front of the Canada Line Station, (ii) access to the proposed development (and to any future development on the adjacent property) was reliant on the neighbouring site's pre-existing lane right-of-way, (iii) the limited commercial component of the project is justified for the location, (iv) four villas are included in the project, located at the top of the parking podium, (v) a green roof is provided on these podium units for visual interest, and (vi) the units proposed at the same elevation as the Canada Line have been designed so they are not oriented towards the Canada Line guide way.

Bruce Hemstock, PWL Partnership, briefed the Panel on the proposed landscaping plan for the proposed development, noting that (i) the landscaping design provided a seamless transition from the concrete public realm of No. 3 Road to the private realm of the development, (ii) a hedge will provide visual screening from the Canada Line guide way, (iii) the residential patio area includes a barbeque area and a children's play area, and (iv) the buffer zone between the townhouses and the amenity patio will be heavily planted.

Panel Discussion

In reply to queries from the Panel, Mr. Rafii and his colleagues noted that:

- the top two levels on the west side of the commercial component of the proposed development, will be amenities and low landscaping will provide screening from the Canada Line guide way;
- the rear lane right-of-way includes a landscaped area, which the strata will maintain;
- a planter will be located between the entrance doors accessing the laneway;
- nine affordable housing units designed to the City's basic universal housing standards (one-bedroom, two-bedroom and studios) are scattered throughout the building; and
- future development on the adjacent property to the north, and its potential parking and access requirements were considered.

Staff Comments

Mr. Craig commented on the proposed development, noting that (i) the nine affordable housing units meet the basic universal guidelines, (ii) a servicing agreement will be required for improvements to No. 3 Road and the rear lane, (iii) a legal agreement will detail the maintenance of the rear lane planting area, (iv) noise attenuation studies considered the proposed development's interface with the Canada Line and aircraft noise, (v) the project will be LEED Silver equivalent, (vi) a Public Art Plan is provided, and (vii) staff support the application of the City Centre Parking rates, given the applicants provision of the affordable housing units.

Correspondence

None.

Gallery Comments

Louise Uy, 9100 Blundell Road, expressed concern regarding the proposed development's use of the adjacent development's right-of-way, for vehicle access.

The Chair clarified that a prior agreement achieved with the Prada development provided for full vehicle access for the proposed development, along the right-of-way.

Panel Decision

It was moved and seconded

That a Development Permit be issued which would:

- 1. permit the construction of approximately 132 residential units, which includes 128 units within a residential tower and four (4) two-storey townhouse units above the parking podium, and grade level commercial units along No. 3 Road at 5580 No. 3 Road on a site zoned "Downtown Commercial (CDT1);" and
- 2. vary the provisions of Richmond Zoning Bylaw 8500 to reduce the residential parking rate from the standard City wide parking rate to the City Centre Zone 1 parking rate.

CARRIED

- 4. New Business
- 5. Date of Next Meeting: January 27, 2016
- 6. Adjournment

It was moved and seconded

That the meeting be adjourned at 4:25 p.m.

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Development Permit Panel of the Council of the City of Richmond held on Wednesday, January 13, 2016.

Joe Erceg Chair Carrie Peacock,
Recording Secretary



Report to Council

To:

Richmond City Council

Date:

January 20, 2016

From:

Joe Erceg

File:

01-0100-20-DPER1-

rioni.

Chair, Development Permit Panel

01/2015-Vol 01

Re:

Development Permit Panel Meeting Held on September 16, 2015

Staff Recommendation

That the recommendation of the Panel to authorize the issuance of:

1. A Development Permit (DP 12-624819) for the property at 8200, 8220, 8280 and 8300 No. 1 Road;

be endorsed, and the Permits so issued.

Joe Erceg

Chair, Development Permit Panel

SB:blg

Panel Report

The Development Permit Panel considered the following item at its meeting held on September 16, 2015.

<u>DP 12-624819 – Matthew Cheng Architect Inc. – 8200, 8220, 8280 and 8300 No. 1 Road</u> (September 16, 2015)

The Panel considered a Development Permit application to permit the construction of 28 townhouse units on a site zoned "Low Density Townhouses (RTL4)." No variances are included in the proposal.

Kush Panatch, of Centro Properties Group; David Cha, of Matthew Cheng Architect Inc.; and Denitsa Dimitrova, of PMG Landscape Architects, provided a brief presentation, noting that:

- The contemporary design included high-level finishing; including brick and wood siding and a combination of asymmetrical and flat roof lines to reflect surrounding buildings.
- The three-storey height stepped down to two (2) storeys along the north, south and east edges of the site to provide transition to existing adjacent single-family homes.

Staff advised that the proposed development will have one (1) convertible unit and a Servicing Agreement will provide frontage improvements along No. 1 Road, including a future bus shelter. The proposed development will retain the existing hedges on-site.

Jim Barkwell addressed the Panel; expressing concern regarding: (i) perimeter fencing and hedging; (ii) on-site grading; (iii) perimeter drainage; and (iv) the arrangement of balconies.

In response to Panel queries, staff advised that: (i) the proposed development will have 1.8 m perimeter hedging; (ii) existing site grading will be retained along the east edge of the site; and (iii) the retaining wall will be stepped back 1.2 to 1.5 m from the property line.

In response to Panel queries, Mr. Panatch advised that:

- The site was raised to meet flood plain requirements and the grading will gradually step down to meet the existing grade and perimeter drainage at the property line.
- The units adjacent to the single-family homes will be two (2) storeys and the retention of existing perimeter trees will mitigate overlook concerns.

No correspondence was submitted to the Development Permit Panel regarding the application.

In response to Panel queries, Ms. Dimitrova and Mr. Cha advised that: (i) walkway included landscape strips on both sides, an entry trellis and decorative pavers; and (ii) the walkway will be lit, but details of the lighting elements have not been finalized.

In response to Panel queries, staff advised that:

- The outdoor amenity space was relocated to the eastern portion of the site and that there will be perimeter fencing and landscaping along that portion.
- The Advisory Design Panel requested that the project consider additional convertible units.

The Panel recommends that the Permit be issued.