



## City Council

Council Chambers, City Hall  
6911 No. 3 Road

Tuesday, October 11, 2011  
7:00 p.m.

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ITEM

### MINUTES

1. *Motion to adopt the minutes of the Regular Council Meeting held on Monday, September 26, 2011 (distributed previously); and*  
*to receive for information the Metro Vancouver 'Board in Brief' dated Friday, September 23, 2011.*

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### AGENDA ADDITIONS & DELETIONS

### 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)**

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ITEM

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
- 2012 Permissive Exemption Bylaw 8793
- Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 8798 and Business Licence Bylaw No. 7360, Amendment Bylaw No. 8799
- LMTAC - Voting in Local Government Elections & Referenda by Residents Living on Indian Reserves
- City Centre Area Public Art Plan
- Committee Referrals
- Land use applications for first reading (to be further considered at the Public Hearing on Monday, November 21, 2011):
  - 9500 Alberta Road – Rezone from (RS1/F) to (RCC) (Ching-Ho Chen – applicant)
  - 9220 No. 3 Road – Rezone from (RS1/E) to (CL) (Studio Elemental Design – applicant)

5. *Motion to adopt Items 6 through 13 by general consent.*





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ITEM

Consent  
Agenda  
Item

6. **COMMITTEE MINUTES**

*That the minutes of:*

- CNCL-15 (1) *the Finance Committee meeting held on Monday, October 3, 2011;*
- CNCL-19 (2) *the General Purposes Committee meeting held on Monday, October 3, 2011;*
- CNCL-23 (3) *the Parks, Recreation & Cultural Services Committee meeting held on Tuesday, September 27, 2011;*
- CNCL-69 (4) *the Planning Committee meeting held on Tuesday, October 4, 2011; and*
- CNCL-73 (5) *the Council/School Board Liaison Committee meeting held on Wednesday, September 21, 2011;*
- be received for information.*



Consent  
Agenda  
Item

7. **2012 PERMISSIVE EXEMPTION BYLAW 8793**

(File Ref. No. 03-0925-02-01) (REDMS No. 3260855)

[TO VIEW eREPORT CLICK HERE](#)

**FIN-5**

See Page **FIN-5** of the Finance agenda for full hardcopy report

**FINANCE COMMITTEE RECOMMENDATION**

*That the 2012 Permissive Exemption Bylaw 8793 be introduced and given first, second, and third readings.*



Consent  
Agenda  
Item

8. **CONSOLIDATED FEES BYLAW NO. 8636, AMENDMENT BYLAW NO. 8798 AND BUSINESS LICENCE BYLAW NO. 7360, AMENDMENT BYLAW NO. 8799**

(File Ref. No.) (REDMS No. 3282872, 3280202, 3280163, 3279315)

[TO VIEW eREPORT CLICK HERE](#)

**FIN-55**

See Page **FIN-55** of the Finance agenda for full hardcopy report

**FINANCE COMMITTEE RECOMMENDATION**

- (1) *That Consolidated Fee Bylaw No. 8636, Amendment Bylaw No. 8798 which introduces a Business Licence Fee Schedule and increases all fees by 2% as detailed in the report from Director, Finance be introduced and given first, second and third readings; and*

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ITEM

- (2) *That Business Licence Bylaw No. 7360, Amendment Bylaw No. 8799 that deletes the Business Licence Fee Schedule as described in the staff report dated September 12, 2011 from the Director, Finance be introduced and given first, second and third readings.*



Consent  
Agenda  
Item

9. **LMTAC – VOTING IN LOCAL GOVERNMENT ELECTIONS & REFERENDA BY RESIDENTS LIVING ON INDIAN RESERVES**

(Report by Councillor Linda Barnes) (File Ref. No. 01-0005-01/2011-Vol 01) (REDMS No. 3366491)

TO VIEW eREPORT CLICK HERE

GP-7

See Page GP-7 of the General Purposes agenda for full hardcopy report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That Council endorse the recommendations (Attachment 1) of the Lower Mainland Treaty Advisory Committee (LMTAC), as outlined in the draft discussion paper entitled ‘Voting In Local Government Elections & Referenda by Residents Living on Indian Reserves’ (Attachment 2); and*
- (2) *That Council communicate their views and endorsement directly to Minister Ida Chong, Ministry of Community, Sport, and Cultural Development, with a copy forwarded to the Hon. Mary Polak, Minister of Aboriginal Relations and Reconciliation.*



Consent  
Agenda  
Item

10. **CITY CENTRE AREA PUBLIC ART PLAN**

(File Ref. No. 11-7000-09-00) (REDMS No. 3358529)

TO VIEW eREPORT CLICK HERE

PRCS-25

See Page PRCS-25 of the Parks, Recreation and Cultural Services agenda for full hardcopy report

PARKS, RECREATION & CULTURAL SERVICES COMMITTEE RECOMMENDATION

- (1) *That the revised City Centre Area Public Art Plan as reviewed by the Public Art Advisory Committee and as presented in the report dated September 14, 2011, from the Acting Director, Arts, Culture & Heritage Services, be approved as a guide for the placement of public art in the City Centre;*
- (2) *That staff bring forward amendments to the Richmond Official Community Plan Schedule 2 of Bylaw 7100 to update Public Art Section 2.4.1(c) of the City Centre Area Plan to incorporate the proposed Public Art Plan strategy; and*

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- (3) *That staff come forward with two to three different options on how to proceed in a timely manner with the completion of the Canada Line and the installation of artwork.*



Consent  
Agenda  
Item

11. COMMITTEE REFERRALS

CNCL-25

See Page CNCL-25 of the Council agenda  
(Parks, Recreation & Cultural Services Committee minutes) for details

PARKS, RECREATION & CULTURAL SERVICES COMMITTEE  
RECOMMENDATION

- (1) *That the Parks, Recreation and Cultural Services Committee establish a referral list to be included in each Agenda package; and*
- (2) *That the Parks, Recreation and Cultural Services Committee request Council to have all Committees have such referral lists.*



Consent  
Agenda  
Item

12. APPLICATION BY CHING-HO CHEN FOR REZONING AT 9500  
ALBERTA ROAD FROM SINGLE DETACHED (RS1/F) TO  
RESIDENTIAL CHILD CARE (RCC)

(File Ref. No. 12-8060-20-8810, RZ 09-467609) (REDMS No. 3212775)

TO VIEW eREPORT CLICK HERE

PLN-13

See Page PLN-13 of the Planning agenda for full hardcopy report

PLANNING COMMITTEE RECOMMENDATION

*That Bylaw No. 8810, for the rezoning of 9500 Alberta Road from “Single Detached (RS1/F)” to “Residential Child Care (RCC)”, be introduced and given first reading.*



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Consent  
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Item

13. **APPLICATION BY STUDIO ELEMENTAL DESIGN FOR REZONING AT 9220 NO. 3 ROAD FROM LAND USE CONTRACT 078 AND SINGLE DETACHED (RS1/E) TO LOCAL COMMERCIAL (CL)**

(File Ref. No. 12-8060-20-8820/8821, **RZ 10-531707**) (REDMS No. 3351982)

TO VIEW eREPORT CLICK HERE

PLN-25

See Page PLN-25 of the Planning agenda for full hardcopy report

PLANNING COMMITTEE RECOMMENDATION

- (1) *That Official Community Plan Amendment Bylaw No. 8820, to redesignate 9220 No. 3 Road from "Low-Density Residential" to "Commercial" in the Official Community Plan Specific Land Use Map (Attachment 2 to Schedule 1 of Bylaw No. 7100), be introduced and given first reading.*
- (2) *That Bylaw No. 8820, having been considered in conjunction with:*
  - (i) *the City's Financial Plan and Capital Program;*
  - (ii) *the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;**is hereby deemed to be consistent with said program and plans, in accordance with Section 882(3)(a) of the Local Government Act.*
- (3) *That Bylaw No. 8820, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, is hereby deemed not to require any further consultation.*
- (4) *That the provisions of "Land Use Contract 078" be discharged from the southern portion of 9220 No. 3 Road and that Bylaw No. 8821, to amend the "Local Commercial (CL)" zoning district and rezone 9220 No. 3 Road from "Land Use Contract 078" and "Single Detached (RS1/E)" to "Local Commercial (CL)", be introduced and given first reading.*



\*\*\*\*\*

CONSIDERATION OF MATTERS REMOVED FROM THE  
CONSENT AGENDA

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## PUBLIC DELEGATIONS ON NON-AGENDA ITEMS

14. *Motion to resolve into Committee of the Whole to hear delegations on non-agenda items.*

☐

**CNCL-77**      (1) Roland Hoegler, 6550 No. 4 Road, to speak about the negative consequences of the installation of smart meters in Richmond.

**CNCL-87**      (2) Frank Suto, to speak about the proposed YVR Jet Fuel Delivery Project.

15. *Motion to rise and report.*

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## RATIFICATION OF COMMITTEE ACTION

☐

## PUBLIC ANNOUNCEMENTS AND EVENTS

## NEW BUSINESS

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## BYLAWS FOR ADOPTION

- CNCL-95**      Housing Agreement **Bylaw No. 8815**  
(1880 No. 4 Road, & 10071, 10091, 10111, 10131, 10151, 10311 River Drive)  
Opposed at 1<sup>st</sup> Reading – None.  
Opposed at 2<sup>nd</sup>/3<sup>rd</sup> Readings – None.

☐

- CNCL-115**      Richmond Official Community Plan Bylaw 7100, Amendment **Bylaw No. 8521** (1880 No. 4 Road and 10071, 10091, 10111, 10131, 10151, 10311, 10611, 10751 River Drive, RZ 07-380169)  
Opposed at 1<sup>st</sup> Reading – None.  
Opposed at 2<sup>nd</sup>/3<sup>rd</sup> Readings – None.

☐

- CNCL-119**      Zoning & Development Bylaw No. 5300, Amendment **Bylaw No. 8522** (1880 No. 4 Road and 10071, 10091, 10111, 10131, 10151, 10311 River Drive, RZ 07-380169)  
Opposed at 1<sup>st</sup> Reading – None.  
Opposed at 2<sup>nd</sup>/3<sup>rd</sup> Readings – None.

☐

## ADJOURNMENT

☐

# Board in Brief

**For Metro Vancouver meetings on Friday, September 23, 2011**

*Please note these are not the official minutes. Board in Brief is an informal summary. Material relating to any of the following items is available on request from Metro Vancouver.*

*For more information, please contact either:*

*Bill Morrell, 604-451-6107, [Bill.Morrell@metrovancover.org](mailto:Bill.Morrell@metrovancover.org) or*

*Glenn Bohn, 604-451-6697, [Glenn.Bohn@metrovancover.org](mailto:Glenn.Bohn@metrovancover.org)*

## Greater Vancouver Water District

### Seymour-Capilano Filtration Project – Project Status

**Received**

Tunnelling in the raw water and treated water tunnels is complete. Blasting of the underground chamber at the Capilano end was scheduled to resume in mid-September and take about eight weeks. Installation of shotcrete lining in the central sections of the tunnels continues. Restoration of the km 4 disposal site in the Lower Seymour Conservation Area is underway. The filtration plant is complete and treating water from the Seymour source.

## Greater Vancouver Sewerage and Drainage District

### Regional Organics Strategy

**Approved**

The Integrated Solid Waste and Resource Management Plan calls for Metro Vancouver to work with municipalities to establish new organics processing capacity. The goal is to divert an additional 265,000 tonnes per year of food scraps, yard waste and soiled paper from homes and businesses away disposal by 2015.

The Board endorsed a regional organics strategy in which the regional district implements regulations and economic incentives to drive organic waste by the private sector, monitors local processing capacity, and prepares to enact greater regulation if required.

### Inclusion of Milk Containers into the BC Deposit System

**Approved**

The Board requested the Chair write a letter to the B.C. Minister of Environment and the Union of BC Municipalities restating Metro Vancouver's support for a levy on milk containers as part of the recycling program and encourage other jurisdictions to take the same action.

**Provincial ruling on environmental assessment for Ashcroft Landfill****Received**

In 2004, Metro Vancouver submitted a proposal to the B.C. Environment Ministry to develop a landfill at the regional district-owned Ashcroft Ranch property.

On Sept. 9, 2011, the B.C. Environment Ministry announced that Metro Vancouver has not granted an environmental assessment certificate for its proposal.

**Greater Vancouver Sewerage and Drainage District Sewer Use Bylaw No. 299, 2007 – Staff Appointments****Approved**

The Board appointed Scott Brown and Sukhjeet (Sonny) Johal as Officers with legal powers to promote compliance of the bylaw.

**Greater Vancouver Sewerage and Drainage District Municipal Solid Waste and Recyclable Material Regulatory Bylaw – Staff Appointments****Approved**

The Board appointed Scott Brown and Sukhjeet (Sonny) Johal as Officers with legal powers to promote compliance of the bylaw.

**Greater Vancouver Regional District****Tobacco Smoking Policy****Approved**

The Board prohibited smoking in Metro Vancouver Regional Parks, except for those areas designated as smoking areas, effective January 1, 2012.

This fall, staff will identify areas in parks where smoking will still be permitted. Criteria to identify areas where smoking is permitted are: Need to manage smoking activity at a place where people are likely to congregate for extended periods of time such as beaches, shelters, reservable buildings and campsites; Need to manage smoking activity to avoid pushing smoking activity further into undeveloped areas.

Additionally, smoking-permitted zones will only be designated where there is little risk of second-hand smoke exposure to others, smoking litter is contained and there is no risk of fire starts. In times of high to extreme fire danger ratings, smoking-permitted zones may be closed.

**Proposal to Co-host the 2013 Special Park Districts Forum****Approved**

The Special Parks District Forum is an annual gathering of park, recreation and natural areas from the United States and Canada. The Board granted approval for Metro Vancouver to co-host, with the Capital Regional District, the 2013 Special Park District Forum.

**Colony Farm Regional Park Plan and Academy for Sustainable Food Production****Approved**

Metro Vancouver is exploring the concept of a Sustainability Academy at Colony Farm, a former B.C. government-owned farm with some of the best agricultural soils in B.C. The Academy would focus on urban agriculture, sustainable food production, the study and protection of fish



and wildlife, and the provision of compatible passive recreation. A proposed \$5 million capital program would involve 37 hectares of the 262-hectare park

The Board adopted in principle the Draft Colony Farm Regional Park Plan for the purposes of public discussion and to explore external funding possibilities.

**Greater Vancouver Regional District Air Quality Management Bylaw  
No. 1082, 2008 - Staff Appointments**

**Approved**

The Board, pursuant to the *Environmental Management Act* and Greater Vancouver Regional District Air Quality Management Bylaw No. 1082, 2008, appointed Scott Brown and Sukhjeet (Sonny) Johal as Officers.

**MAXguide.org – Update**

**Received**

A staff report provides a six-month update of MAXguide.org – Metro Vancouver's new regional arts and culture events calendar. Since its launch in February 2011, membership has more than tripled, to 300 from 90.

**Metro Vancouver 2011 Cultural Grants: Regional Projects**

**Approved**

The Board awarded cultural grants to the following organizations:

221A Artist Run Centre Society - \$5,000;  
ArtsConnect Tri-Cities Arts Council - \$5,000  
Chor Leoni Men's Choir - \$5,000  
Community Arts Council of White Rock and District - \$5,000  
DreamRider Theatre Society - \$7,500  
Full Circle First Nations Performance - \$7,500  
Greater Vancouver Alliance for Arts and Culture - \$5,000  
Green Thumb Players Society - \$5,000  
I.E. Artspeak Gallery Society - \$7,000  
North Vancouver Community Arts Council - \$5,000  
Pacific Cinematheque Pacifique Society - \$5,500  
Playhouse Theatre Centre of British Columbia - \$7,500  
Presentation House Gallery - \$5,000  
Satellite Video Exchange Society - \$5,000  
Societe francophone de Maillardville - \$5,000  
The Documentary Media Society - \$5,000  
Vancouver Opera Association - \$5,000  
West Vancouver Community Arts Council - \$5,000

**Additional Comments on TransLink's Draft 2012 Supplemental Plan and  
Outlook**

**Approved**

The Board advised the TransLink Board, Mayors' Council on Regional Transportation, and Regional Transportation Commissioner that:

i. the revised draft 2012 Supplemental Plan and Outlook provides an acceptable contingency strategy in the event that new funding sources, alternative to the proposed time-limited property tax increase, cannot be activated starting in 2013;

ii. the proposed increase in the debt cap from \$2.8 billion to \$3.5 billion should be reviewed and modified as appropriate in the preparation of the 2013 strategic transportation plan, including reporting back to Metro Vancouver, to ensure the debt cap is set at an appropriate level and that approved funding sources and rates can support debt servicing;

iii. it is undesirable from a regional planning and growth management perspective for future supplemental plans to follow the model of the 2012 Supplemental Plan and Outlook in which fund levels are fully accounted for but neither the precise funding sources nor their permanence have been assured;

The Board also advised the Mayors' Council on Regional Transportation that under the *South Coast British Columbia Transportation Authority Act*, it must consult with the Greater Vancouver Regional District Board of Directors on any proposed debt cap increase prior to taking action on a supplemental plan that proposes an increase in TransLink's debt cap.

It requested that the TransLink Board initiate in fall, 2011 a comprehensive consultation process with Metro Vancouver and the broader public on alternative funding sources and investments to support the new Regional Growth Strategy, regional environmental objectives, and the economic development of the region.

#### **Comments on TransLink's Draft 2012 Supplemental Plan and Outlook**

**Approved**

The Board advised the TransLink Board and Mayors' Council on Regional Transportation that:

- The consultation process on these vital TransLink planning documents is too compressed and in the future needs to be expanded sufficiently to respect the input that Metro Vancouver and others could provide;
- The inclusion of the Evergreen Line program in the draft 2012 Supplemental Plan and Outlook is consistent with the number one rapid transit expansion priority set out in the new Regional Growth Strategy
- The remaining projects proposed in the draft 2012 Supplemental Plan and Outlook are consistent with the Regional Growth Strategy.
- *Transport 2045* should include a comprehensive and coherent strategy to invest in infrastructure and services to support the key growth areas identified in the Regional Growth Strategy and to facilitate the safe and efficient movement of goods and service vehicles in support of the economic development of the region and the air emissions objectives of the Metro Vancouver Board; TransLink should be requested to seek input from or participation by Metro Vancouver in that process.

#### **Overview of Requested Amendments to Metro Vancouver's Regional Growth Strategy**

**Received**

A staff report, dated September 7, 2011, provides and summarizes requested amendments to Metro Vancouver's Regional Growth Strategy.

**Request by the City of Coquitlam for Type 1 Amendment to the Regional Growth Strategy**

**Approved**

The Board initiated the process for an amendment requested by the City of Coquitlam to delete from section 6.3.4b) of the Regional Growth Strategy the phrase “Conservation and Recreation lands utilized only for commercial extensive recreation facilities.”

It also directed staff to provide written notice of the proposed Type 1 amendment to all affected local governments, with the intent to commence bylaw introduction in early 2012.

**Request by the District of North Vancouver for a Type 1 Amendment to the Regional Growth Strategy**

**Approved**

The Board declined to initiate a Regional Growth Strategy amendment process for the amendment request by the District of North Vancouver to require a 2/3 majority Board vote to redesignate land from Agricultural to Industrial, where that land had previously been redesignated from Conservation and Recreation to Agricultural.

It also directed staff to incorporate within the forthcoming Metro Vancouver “Regional Growth Strategy Amendment Guidelines,” guidance which specifies that the land designation history be documented and considered in the amendment review process.

**Request by the District of North Vancouver for Type 2 Amendment to the Regional Growth Strategy**

**Approved**

The Board deferred consideration of the Regional Growth Strategy amendment requested by the District of North Vancouver with regard to the addition of Lower Lynn as a second Municipal Town Centre in the District of North Vancouver until such time as the District of North Vancouver brings forward a new Regional Context Statement.

**Metro Vancouver Sponsorship – Speaker at International Walk 21 Conference**

**Approved**

The Board approved a Metro Vancouver sponsorship of \$9,200 to fund a speaker at the 2011 Walk 21 Conference in Vancouver.

**Regional Transportation Funding Sources: Investigation of a Container Levy**

**Approved**

As Canada’s busiest port, Port Metro Vancouver is said to generate \$22 billion in direct and indirect economic output. The Board requested that staff to work with TransLink, the province and the federal government to explore the use of a container levy, or other mechanisms of achieving federal participation, in advancing transportation and regional growth management objectives.

**Municipal Auditor General Survey**

**Approved**

The Board decided not to respond to the “Municipal Auditor General Survey,” but endorsed the UBCM context paper dated July 2011, suggesting that further policy analysis is needed to properly identify what issues or problems exist and the options for addressing them.

**Attendance at the 2011 Annual Union of BC Municipalities Convention and Tour of Recycling and Energy Recovery Facilities sponsored by the Canadian Plastics Industry Association**

**Approved**

The Board approve the attendance of Director Maria Harris at the 2011 Annual Union of BC Municipalities (UBCM) Convention, being held September 26-30, 2011 in Vancouver, BC and a tour of recycling and energy recovery facilities on October 6, 2011 in Burnaby, sponsored by Canadian Plastics Industry Association.

**Financial Projections for 2012 to 2016**

**Approved**

Five-year financial projections are used to set the context for budget development. Overall, the projections will increase the “average household” cost in 2012 for district services by \$43, compared to \$57 in 2011. The average household remains at about \$600,000 in assessed value.

The total annual household cost in 2012 is estimated to be \$556 for that average household. In 2016, cost is projected to increase to \$740 if there are no provincial or federation contributions to major capital projects.

**Results of Alternative Approval Process for “Greater Vancouver Regional District Sale of Property Within Kanaka Creek Regional Park Bylaw No. 1147, 2011”, and Proposed Final Adoption of the Bylaw**

**Approved**

That the Board reconsider, pass and finally adopt “Greater Vancouver Regional District Sale of Property Within Kanaka Creek Regional Park Bylaw No. 1147, 2011”.

**Request for Type 3 Amendments to the Regional Growth Strategy**

**Approved**

The Board initiated the process for Type 3 amendments to the Regional Growth Strategy in accordance with section 857.1(2) of the Local Government Act and sections 6.4.2 and 6.4.5 of the Regional Growth Strategy for amendment requests received from:

- the City of Coquitlam (Westwood Plateau golf course, existing public parks, riparian areas);
- City of Richmond (Terra Nova lands, Garden City lands, Department of National Defence lands
- District of West Vancouver (Old Growth Conservancy lands, expansion of special study area); and
- Tsawwassen First Nation (population, employment and dwelling data)

The Board directed staff to provide written notice of the proposed Type 3 amendments to all affected local governments.



## Finance Committee

Date: Monday, October 3, 2011

Place: Anderson Room  
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair  
Councillor Linda Barnes  
Councillor Derek Dang  
Councillor Evelina Halsey-Brandt  
Councillor Greg Halsey-Brandt  
Councillor Sue Halsey-Brandt  
Councillor Ken Johnston  
Councillor Bill McNulty  
Councillor Harold Steves

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 Finance Committee held on Tuesday, September 6, 2011, be adopted as circulated.*

**CARRIED**

### BUSINESS AND FINANCIAL SERVICES DEPARTMENT

1. **2012 PERMISSIVE EXEMPTION BYLAW 8793**

(File Ref. No. 03-0925-02-01) (REDMS No. 3260855)

It was moved and seconded

*That the 2012 Permissive Exemption Bylaw 8793 be introduced and given first, second, and third readings.*

The question on the motion was not called as a discussion ensued between members of Committee and staff regarding the exemption of the leaseholder of the City-owned Scotch Pond, at 2220 Chatham Street.

Reference was made to the July, 2011 referral to staff, wherein the General Purposes Committee requested that staff report back on the status of Scotch Pond including future plans, community initiatives and an update on any activities.

**Finance Committee**  
**Monday, October 3, 2011**

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Staff was directed to provide a memorandum to Council, before the Tuesday, October 11, 2011 Council meeting, detailing: (i) the status of the Scotch Pond Heritage Society; (ii) the agreement between the City and Scotch Pond Heritage Society; and (iii) the Society's tax exemption.

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

**2. CONSOLIDATED FEES BYLAW NO. 8636, AMENDMENT BYLAW NO. 8798 BUSINESS LICENCE BYLAW NO. 7360, AMENDMENT BYLAW NO. 8799**

(File Ref. No.) (REDMS No. 3282872, 3280202, 3280163, 3279315)

It was moved and seconded

- (1) That Consolidated Fee Bylaw No. 8636, Amendment Bylaw No. 8798 which introduces a Business Licence Fee Schedule and increases all fees by 2% as detailed in the report from Director, Finance be introduced and given first, second and third readings; and*
- (2) That Business Licence Bylaw No. 7360, Amendment Bylaw No. 8799 that deletes the Business Licence Fee Schedule as described in the staff report dated September 12, 2011 from the Director, Finance be introduced and given first, second and third readings.*

The question on the motion was not called as staff responded to Committee queries regarding business licences for adult oriented uses, and attendance by City staff at false alarms generated by security systems. Staff then responded to a further query regarding building inspector fees.

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

**3. 2<sup>ND</sup> QUARTER 2011 – FINANCIAL INFORMATION FOR THE RICHMOND OLYMPIC OVAL CORPORATION**

(File Ref. No.) (REDMS No. 3365025)

Committee requested that Oval staff provide Council with more detailed analysis regarding ice usage, track usage and court usage, beyond the overall percentage of use in the three separate zones.

In response to a query, John Mills, General Manager, Richmond Olympic Oval, advised that the Oval is attracting a new market of users, and is not drawing interest, or users, away from the City's community centres.

It was moved and seconded

*That the report on Financial Information for the Richmond Olympic Oval Corporation for the second quarter ended June 30, 2011 from the Controller of the Richmond Olympic Oval Corporation be received for information.*

**CARRIED**

**Finance Committee**  
**Monday, October 3, 2011**

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4. **MANAGER'S REPORT**

Jerry Chong, Director of Finance, introduced Committee to the City's new Manager of Budgets and Accounting, Nashater Sanghera.

**ADJOURNMENT**

It was moved and seconded

*That the meeting adjourn (4:12 p.m.).*

**CARRIED**

Certified a true and correct copy of the Minutes of the meeting of the Finance Committee of the Council of the City of Richmond held on Monday, October 3, 2011.

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Mayor Malcolm D. Brodie  
Chair

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Sheila Johnston  
Committee Clerk







## General Purposes Committee

Date: Monday, October 3, 2011

Place: Anderson Room  
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair  
Councillor Linda Barnes  
Councillor Derek Dang  
Councillor Evelina Halsey-Brandt  
Councillor Greg Halsey-Brandt  
Councillor Sue Halsey-Brandt  
Councillor Ken Johnston  
Councillor Bill McNulty  
Councillor Harold Steves

Call to Order: The Chair called the meeting to order at 4:14 p.m.

### AGENDA ADDITION

It was moved and seconded  
*That the Public Consultation Program for the Proposed Noise Regulation Bylaw be added to the agenda as Item 3.*

**CARRIED**

### MINUTES

It was moved and seconded  
*That the minutes of the meeting of the General Purposes Committee held on Monday, September 19, 2011, be adopted as circulated.*

**CARRIED**

### DELEGATION

1. Barrie Mowatt, President and Founder, Vancouver Biennale, accompanied by Miriam Blumek, Biennale publicist, addressed Committee and thanked Richmond City Council for its support in helping the 2009-2011 Vancouver Biennale Exhibition realize its success.

Mr. Mowatt circulated a publication that featured all 33 sculptures that comprised the 2009-2011 Biennale (on file in the City Clerk's Office).

## General Purposes Committee

Monday, October 3, 2011

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Mr. Mowatt commended the City for its strength and courage during the controversy that surrounded the sculpture at the corner of Elmbridge and Alderbridge Way entitled "Miss Mao Trying to Poise Herself at the top of Lenin's Head". The controversy brought media attention to Richmond at the local, national and international levels.

He remarked that the Vancouver Biennale arts organization creates accessibility to art in "an open-air museum".

Mr. Mowatt concluded by requesting that Council encourage the Richmond School Board to partner with the Biennale in the future. A comment was made that the two Councillors who sit on the Council/School Liaison Committee will take Mr. Mowatt's comment to School Board personnel.

A brief discussion ensued between Committee and the Biennale representatives regarding the economic benefits to Richmond as a result of the Biennale.

### COUNCILLOR LINDA BARNES

#### 2. **LMTAC – VOTING IN LOCAL GOVERNMENT ELECTIONS & REFERENDA BY RESIDENTS LIVING ON INDIAN RESERVES**

(Report by Councillor Linda Barnes) (File Ref. No. 01-0005-01/2011-Vol 01) (REDMS No. 3366491)

Councillor Barnes provided background information on her report with respect to the jurisdictional overlap of Indian Reserves contained within municipal, and regional district, boundaries and some Reserves considered part of the local government electoral area.

A brief discussion among Committee ensued, with the City of Squamish cited as an example where Reserve and municipal boundaries overlap, and the potential impact on municipal elections.

There was general agreement that the issue of having Indian Reserves counted as part of local government boundaries, with regard to local government elections, be examined further.

It was moved and seconded

- (1) *That Council endorse the recommendations (Attachment 1) of the Lower Mainland Treaty Advisory Committee (LMTAC), as outlined in the draft discussion paper entitled 'Voting In Local Government Elections & Referenda by Residents Living on Indian Reserves' (Attachment 2); and*
- (2) *That Council communicate their views and endorsement directly to Minister Ida Chong, Ministry of Community, Sport, and Cultural Development, with a copy forwarded to the Hon. Mary Polak, Minister of Aboriginal Relations and Reconciliation.*

## General Purposes Committee

Monday, October 3, 2011

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CARRIED

### COUNCILLOR EVELINA HALSEY-BRANDT

#### 3. PUBLIC CONSULTATION PROGRAM FOR THE PROPOSED NOISE REGULATION BYLAW

Councillor E. Halsey-Brandt queried staff regarding the outline of the City's work plan for the proposed Noise Regulation Bylaw public participation process, as outlined in a confidential memo to Council from Community Bylaws.

She expressed concern that: (i) the memorandum from Community Bylaws was marked 'confidential', impairing her ability to discuss the proposed work plan with residents; (ii) a public field test, based on the parameters set out in the proposed bylaw to be conducted in the Caithcart Road and Andrews Road neighbourhoods, had been delayed and the confidential memorandum did not indicate the dates for the field test; and (iii) the proposed work plan included a workshop for business stakeholders, but did not include a workshop for residents.

Phyllis Carlyle, General Manager, Law & Community Safety, clarified that both the public and business stakeholders will be consulted, and staff are following the detailed direction given by Council as a result of the staff report dated March 21, 2011. Staff will meet with residents affected by noise in the two neighbourhoods mentioned by Councillor E. Halsey-Brandt, and residents will be consulted.

It was agreed that a revised version of the confidential memo, one that can be shared with residents, detailing the City's proposed work plan, will be distributed to Council within 24 hours.

### ADJOURNMENT

It was moved and seconded

*That the meeting adjourn (4:46 p.m.)*

CARRIED

## General Purposes Committee

Monday, October 3, 2011

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Certified a true and correct copy of the Minutes of the meeting of the General Purposes Committee of the Council of the City of Richmond held on Monday, October 3, 2011.

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Mayor Malcolm D. Brodie  
Chair

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Sheila Johnston  
Committee Clerk



## Parks, Recreation & Cultural Services Committee

Date: Tuesday, September 27, 2011

Place: Anderson Room  
Richmond City Hall

Present: Councillor Harold Steves, Chair  
Councillor Evelina Halsey-Brandt, Vice-Chair  
Councillor Sue Halsey-Brandt  
Councillor Ken Johnston  
Councillor Bill McNulty

Also Present: Councillor Greg Halsey-Brandt

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 Parks, Recreation and Cultural Services Committee held on Thursday, July 21, 2011, be adopted as circulated.*

**CARRIED**

### NEXT COMMITTEE MEETING DATE

Tuesday, October 25, 2011 (tentative date) at 4:00 p.m. in the Anderson Room.

### COMMUNITY SERVICES DEPARTMENT

1. **CITY CENTRE AREA PUBLIC ART PLAN**  
(File Ref. No. 11-7000-09-00) (REDMS No. 3358529)

Eric Fiss, Public Art Planner, provided background information. In reply to queries from Committee, Mr. Fiss provided the following information:

- it is anticipated that the City work with transit authorities (InTransit and TransLink) to fund art programs to enhance Richmond's transit routes;

## **Parks, Recreation & Cultural Services Committee**

**Tuesday, September 27, 2011**

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- the City would utilize the Public Art Reserve fund to finance artwork;
- any artwork that would be situated on City property would go through the full review process, including a report to Council and a donation / transfer process of the artwork to the City; and
- there are several filters in place to ensure that public art adheres to specific parameters such as theme.

Discussion ensued and it was noted that the Middle Arm Waterfront currently has several large pieces of equipment such as play structures along the dyke. Therefore, any public art installed adjacent to these pieces should stand out.

In reply to queries from Committee, Kim Somerville, Manager, Arts Services, advised that (i) staff need to continue discussions regarding public art at the Brighthouse Station; and (ii) Biennale artwork is scheduled to be uninstalled by the end of 2011.

It was moved and seconded

- (1) *That the revised City Centre Area Public Art Plan as reviewed by the Public Art Advisory Committee and as presented in the report dated September 14, 2011, from the Acting Director, Arts, Culture & Heritage Services, be approved as a guide for the placement of public art in the City Centre; and*
- (2) *That staff bring forward amendments to the Richmond Official Community Plan Schedule 2 of Bylaw 7100 to update Public Art Section 2.4.1(c) of the City Centre Area Plan to incorporate the proposed Public Art Plan strategy.*

**CARRIED**

Discussion ensued regarding public art along the Canada Line, and in particular the Brighthouse Station. As a result of the discussion, the following **referral** was introduced:

It was moved and seconded

*That staff come forward with two to three different options on how to proceed in a timely manner with the completion of the Canada Line and the installation of artwork.*

**CARRIED**

## **2. MANAGER'S REPORT**

### **(i) *Britannia Shipyard National Historic Site***

The Chair provided background information and distributed materials related to the Britannia Shipyard National Historic Site (attached to and forming part of these Minutes as Schedule 1).



## **Parks, Recreation & Cultural Services Committee**

**Tuesday, September 27, 2011**

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It was moved and seconded

*That the materials distributed from Councillor Harold Steves, dated September 27, 2011 regarding the Britannia Shipyard National Historic Site be referred to staff, with particular attention to the following:*

- (1) "that staff investigate and report back to Committee the means of maintaining full public access to the wharf and fleet";*
- (2) "that staff review and consider implementation of the remaining recommendations of the Britannia Heritage Business Plan"; and*
- (3) "that staff consider the establishment of a Building Committee to determine the uses of the final three buildings, the Seine Net Loft, Japanese Duplex and Longhouse and develop a timeline and costs to bring them up to code for those uses".*

**CARRIED**

Discussion ensued and Committee queried the status of past referrals from the Parks, Recreation and Cultural Services Committee and the costs associated with completing those referrals.

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

It was moved and seconded

- (1) That the Parks, Recreation and Cultural Services Committee establish a referral list to be included in each Agenda package; and*
- (2) That the Parks, Recreation and Cultural Services Committee request Council to have all Committees have such referral lists.*

**CARRIED**

### ***(ii) Parks Department Update***

Mike Redpath, Senior Manager, Parks, provided an update on the Parks Department's activities and it was noted that (i) the construction of a prospect point and boardwalk are underway at Terra Nova Rural Park; (ii) the pier at Garry Point will be relocated to the Britannia Heritage Shipyard for repairs; and (iii) the Thompson Youth Park is anticipated to be completed by the end of November 2011.

Discussion ensued regarding the possibility of constructing a pier similar to the one at Imperial Landing at Garry Point Park.

Dee Bowley-Cowan, Acting Manager, Parks Programs, referenced a memorandum dated September 27, 2011 regarding raccoons (copy on file, City Clerk's Office) and noted that staff will continue to provide information to the public regarding raccoons.

Discussion ensued and in reply to a query from Committee, Ms. Bowley-Cowan advised that staff are developing a webpage for the City's website to address wildlife issues.

**CNCL-25**

## **Parks, Recreation & Cultural Services Committee**

**Tuesday, September 27, 2011**

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Also, Ms. Bowley-Cowan referenced a memorandum dated September 27, 2011 regarding community gardens (copy on file, City Clerk's Office). She highlighted that the City has approximately 240 community garden plots at six locations, with a waiting list of approximately 100.

Mr. Redpath added that future community garden locations are being examined in the Steveston and Shellmont areas.

### ***(iii) Community Recreation Services Update***

Elizabeth Ayers, Manager, Community Recreation Services, referenced a memorandum dated September 21, 2011 regarding Richmond Children First (copy on file, City Clerk's Office) and provided an update on how staff is working with the Richmond Children First Committee.

Ms. Ayers referenced a memorandum dated September 6, 2011 regarding the City Centre Community Centre (copy on file, City Clerk's Office) and spoke of the various ways the public is being engaged to participate in the development of the new Community Centre.

Ms. Ayers commented on the future of the Lang Centre (currently the City Centre Community Centre) and noted that the Association wishes to continue operating at the Lang Centre in addition to the future City Centre Community Centre.

Discussion ensued regarding the square footage of the future City Centre Community Centre and Ms. Ayers advised that the new Centre is expected to provide approximately 33,000 square feet of space.

Discussion further ensued regarding several past community centre expansions and it was noted that space has not been taken away from a community centre in light of an expansion or new facility being constructed.

### ***(iv) Sports & Community Events Update***

Eric Stepura, Manager, Sports & Community Events, referenced a memorandum dated September 16, 2011 regarding the Richmond Lawn Bowling Club (copy on file, City Clerk's Office) and commented on the Club's request for a new clubhouse. He noted that a Capital project submission for \$2.5 million has been put forward in the Five Year Capital Budget, however this request will be weighed against several high priority sport and recreation Capital projects.

Discussion ensued and it was noted that the Richmond Sport Council is in the midst of developing a sport facility needs assessment for Richmond based community groups, including the Richmond Lawn Bowling Club.

In reply to a query from Committee, Cathryn Volkering Carlile, General Manager – Community Services, advised that the City has a minimum standard of LEED Silver for new City buildings.

Also, Mr. Stepura reviewed upcoming community events.



## Parks, Recreation & Cultural Services Committee

Tuesday, September 27, 2011

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### *(v) Parks Programs Update*

Ms. Bowley-Cowan commented on several upcoming parks programs and highlighted the following: (i) Applepalooza – an event held at the apple orchard on Gilbert Road on October 2, 2011; (ii) Wild Things – a popular Halloween festival that invites families to take an evening walk along a forest trail lit by hundreds of jack-o-lanterns; and (iii) the Halloween fireworks.

Also, Ms. Bowley-Cowan spoke of a tree planting event at the Terra Nova Rural Park and a shore line clean up event.

### *(vi) Arts Services Update*

Ms. Somerville commented on Culture Days, highlighting that Richmond has 35 events planned to take place September 30, 2011 through October 2, 2011.

Ms. Somerville spoke of the Terra Cotta Warriors Public Art Project.

### *(vii) Parks Operations Update*

Ted G. deCrom, Acting Manager Parks Operations, provided background information regarding a request to remove a City-owned hedge in west Richmond.

Also, Mr. deCrom commented on the recent wind storms and its effects on trees.

## ADJOURNMENT

It was moved and seconded

*That the meeting adjourn (5:18 p.m.).*

**CARRIED**

Certified a true and correct copy of the Minutes of the meeting of the Parks, Recreation & Cultural Services Committee of the Council of the City of Richmond held on Tuesday, September 27, 2011.

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Councillor Harold Steves  
Chair

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Hanieh Floujeh  
Committee Clerk

TO: Parks, Recreation and Culture Committee      DATE: Sept. 27, 2011

FROM: Harold Steves

RE: Britannia Shipyard National Historic Site

As Council representative on the Britannia Shipyard Board I attended the recent board meeting on Sept. 14<sup>th</sup> and Collections Committee meeting on Sept 24<sup>th</sup>. The board has a new and enthusiastic membership.

1) At the board meeting concern was expressed that public access to the docks has been limited making it difficult for the public to see the boats the society has restored. This is not good for the morale of new members who are being asked to repair and restore the boats if the public can't see them except for the Maritime Festival and special occasions. The board Chair was asked to write to the City.

It is not clear why public access has been limited. If it is due to a new interpretation of the building code the attached Britannia Heritage Shipyard Development Strategy addendum prepared by Hotson Bakker Architects, Feb 15, 1999 states "The Shipyard will continue to be occupied with its current use as F2 occupancy. The A2 assembly occupancy space assumption is eliminated which means the building is not occupiable for public assembly functions like a classroom." Under industrial F2 designation public access through the building to the wharf and floats was permitted and approved by City staff and the related renovations were approved and completed.

At the same time fire and safety access and egress was provided and approved by access through the Britannia Shipyard building along the wharf and connecting floats and out along the west side of the Seine Loft, as shown on the related maps.

It is requested that staff investigate and report back to committee the means of maintaining full public access to the wharf and fleet.

2) At the Collections Committee meeting a fleet maintenance programme was approved starting with the Merilee II taken out of the water for annual repairs and painting and a major effort to fundraise and restore the rum runner Fleetwood. The society will likely need assistance from the City applying for grants, sponsorships and general fundraising to raise the money for the Fleetwood restoration.

At the last Parks Committee meeting the issue of restoring, demolishing or using the Suchona as a stationary display was referred to staff. However, the committee recommended that the seiner Suchona IV be disposed of. The vessel "is beyond the BHSS'S scope of expertise. BHSS currently does not have the financial funding, man-power, or location to work on this vessel." (the shipyard carriage-way is inoperative) Staff have indicated that it would probably cost about \$250,000 to use the Suchona as a stationary exhibit. Ironically, the \$250,000 donated by BC Packers to display their collection could have saved the vessel were it available.

Unless the city has other options the Suchona will be demolished shortly, with some artefacts, such as ship wheel and compass, saved for museum display.

3) The Britannia Shipyard Business Plan was adopted in January 2000. It was prepared by a Council appointed "Britannia Business Plan Steering Committee chaired by Councillor Bill McNulty and composed of Councillor Harold Steves, Erika Simm, Robbj Johnson, Richard Chappell, Bob Ransford and Linda Griffiths.

To date only a few of the recommendations highlighted on page 4 of the report have been initiated. Of note are the recommendations:

"that opportunities for additional revenue generation over and above revenue generated by the society as identified in the plan be explored, including revenue from admission charged to the site."

"that any surplus funds generated from the operations of the society be first allocated to capital projects at the site and then allocated to a special capital reserve to be used for other City heritage projects and that this option be explored by staff and the Heritage Commission for implementation at all City heritage sites."

Five priorities were recommended for completion "within the next five years".

Priority 1: the shipyard building and dock has been completed to "minimum building code standard for projected use" to "allow limited public access to view activities and gain access to the front dock. The front dock is considered part of the shipyard."

Priority 2: walkway on the west side of the seine loft has been completed.

Priority 3: Japanese Duplex (phase 1), put the building on a new foundation, has been completed

Priority 4 and Priority 8: Cannery Office, stabilization and restoration has been completed. However, instead of restoration the building was entirely rebuilt for staff use. The building was to have been restored to preserve its "unique construction" "including installation of displays for viewing from windows", with "no public access".

Priority 5: Seine Net Loft, "brought up to building code for industrial use", for "museum and display space, display preparation, small boat collection and open storage" has not been done.

Priority 6: Historic Zone, including Chinese Bunkhouse, has been done. Excellent restoration and historic displays have been completed. However, native plant species called for in the plan and already established on the site have been replaced by non-native species.

Priority 7: Japanese Duplex (phase 2), "code and structural work", "use undetermined at this time" has not been done.

Priority 9: Longhouse, "orientation for tour groups, display of small vessels, rental space", with "structural and code work. building fabric repair, and research into past uses and configurations", has not been done.

The Britannia Business Plan recommended that a Building Committee be appointed by Council, as needed. This was not done. Up until 2000 the Britannia had a building committee composed of 3 members of the Britannia Shipyard Society, 2 staff members and 1 City Councillor. After 2000 an Advisory Board was established to oversee the overall site planning. When this was accomplished the board was disbanded but no building committee was appointed.

It is requested that staff review and consider implementation of the remaining recommendations of the Britannia Heritage Business Plan. Further, that staff consider establishment of a Building Committee to determine the uses of the final three buildings, the Seine Loft, Japanese Duplex and Longhouse and develop a timeline to bring them up to code for those uses.

Britannia Heritage Shipyard Society  
5180 Westwater Drive  
Richmond, BC  
V7E 6P3



22 September 2011

His Worship Mayor M. Brodie and Council, City of Richmond  
Attn: Parks Committee (Chair H. Steves)

Dear Mayor and Council,

At the behest of the Board of Directors of the Britannia Heritage Shipyard Society ("the Society") and of the Steveston Non-Profit Association (aka. 'The Group of 8') I wish to bring to your attention a situation at Britannia Heritage Shipyard ("the Site") which has existed for some time and which appears to be growing in significance.

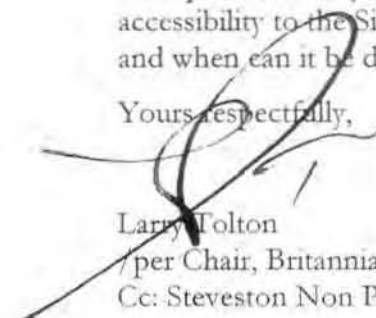
While it is acknowledged with appreciation that the City has invested significant effort and resource in the development and management of the Britannia Heritage Shipyard and also in the restoration of the vessel Silver Ann and while the Society also has invested significant amounts of its effort and resource in maintenance and management of the Site and in restoration of vessels that represent a significant aspect of Richmond's and BC's maritime history, it must be observed that the operation of the site leaves most of it inaccessible to the visiting public most of the time. It is acknowledged that a small cadre of dedicated volunteer docents do their best to keep portions of the site open when they are in attendance. We are certainly grateful for their efforts. However, it is noted that their numbers are few and that thus they are unable to open the entire site most days. Further, you will already know that this usually limited access is provided six days a week during the summer months and just two days a week during the winter. Some parts, arguably some of the most interesting - the floats, are never open (with the exception of the brief Maritime Festival each summer.) The Shipyard which is an essential access route to the floats is frequently not open, even during regular opening times.

Members of the Society are frequently asked such questions as: "Where are the boats?," "How can I get in to see ...?" Often these questions are asked by people who have traveled a great distance to visit the site.

We appreciate that there are many demands on finite resources and personnel. We also appreciate that the City must operate within many statutory and other constraints. Notwithstanding we would like to respectfully point out that, in our humble collective opinion, the stated objectives of many City initiatives (e.g.: the development and fostering of a destination tourism industry; the development of the 'Living on The Edge' vision) will be better served by finding ways to make this truly exceptional facility and National Historic Site more accessible.

Our questions for you, Mayor and Council are: What can be done to increase the accessibility to the Site, especially the floats, by the public, both local and tourist? And how and when can it be done?

Yours respectfully,

  
Larry Tolton  
/per Chair, Britannia Heritage Shipyard Society  
Cc: Steveston Non Profit Association

CNCL-31





**City of Richmond**  
Britannia Heritage Shipyard

**Memorandum**

**To:** Mayor and Councillors  
**From:** Bryan Klassen  
Site Supervisor

**Date:** July 6, 2009

**File:**

**Re: Maintenance and Management of the Fleet at Britannia**

At the September 23, 2008 Parks Recreation and Cultural Services Committee meeting staff were requested to:

*"Examine how to (i) maintain and (ii) manage the fleet of boats at Britannia Heritage Shipyard in conjunction with the Britannia Heritage Shipyard Society."*

This Memo is an update to the referral.

Upon investigation and in discussions with the Britannia Heritage Shipyard Society and the Law Department of the City of Richmond it became evident that this is a complicated issue.

There are currently six historic vessels at Britannia Heritage Shipyards. One is owned by the City of Richmond (the Silver Ann), while the other five are owned by the Britannia Heritage Shipyard Society (BHSS).

Vessel	Owner	Description	Significance
Silver Ann	City of Richmond	34' Fraser River Gill-netter, built 1968	The <i>Silver Ann</i> was built for George Osaka and was the last boat built at Britannia when it was a working yard. She has been completely restored to her 1968 configuration.
Shuchona IV	BHSS	53' Table Seiner, built 1928	BC Packers formerly owned <i>Shuchona IV</i> . She represents an important change of technology in the fishing industry.
IONA	BHSS	38' fish packer, built 1927	<i>Iona</i> represents a typical fish packer used to transport fish from the fishing grounds to the cannery.
Starliner	BHSS	38' seine boat, built 1940's	<i>Starliner</i> was built by the Lubzinski brothers and represents an important change in hull form in the fishing fleet.
Fleetwood	BHSS	57' former rum-runner, built 1930	A former (1950's - 60's) Britannia Shipyard manager once owned <i>Fleetwood</i> . She represents a working vessel converted to a pleasure craft.
Merrylee II	BHSS	32 ft Monk designed pleasure craft, built 1950	This vessel was acquired in May, 2009. It is representative of a pleasure vessel of 1950 design and is the only vessel owned by BHSS that is operational at this time.

With the exception of the MERRYLEE II, the vessels that are owned by the BHSS are in various states of repair and non functioning. All four have had some repair work undertaken and require further restoration work ranging from moderate to major. Currently, the City has no established responsibility for, or claim on, any of these vessels.

Each vessel will require an individual Restoration Plan similar to that developed and used for the *Silver Ann* to ensure that an effective process is followed and that historical integrity is maintained. Each plan will determine the extent of work required, outline scope and order of work, establish a budget and timeline to completion.

To restore, maintain and manage these vessels under the current arrangement with the Society will require some level of use of City resources (i.e. use of the shipyard, staff support and possibly some funding). As such, to protect the City's interest in any or all of the boats ownership becomes an issue.

Consulting with the Law Department it has become clear that the City needs to confirm it's relationship with the Britannia Heritage Shipyard Society with an updated Operating Agreement before a maintenance and management plan for the fleet can be completed. Elements of the agreement would include: term of the agreement and renewals, use of the shipyard and equipment, the operating responsibilities for both parties, cost sharing arrangements, the decision making structure, and acquisition and ownership of assets (mostly boats). With respect to the vessels there are issues with the registration, the costs of restoration, the costs of maintenance and operations; liability and insurance issues. The principle underlying issue for the City of Richmond is around joint ownership.

Staff and the Britannia Heritage Shipyard Society have begun the process of working towards an Operating Agreement. The first steps are being arranged and a planning workshop will be held in September. Subsequent work will be directed to the creation of a Strategic Plan for the Society and integration with the Britannia Heritage Shipyard Business Plan Update 2008-2012. Together these documents will provide the basis of the Operating agreement. The timeline for this work is the fall/winter of 2009-10 with expected reporting back in spring 2010 on the draft operating agreement including maintenance and management of the fleet.

If you have any questions regarding this memo, please feel free to contact me at [bklassen@richmond.ca](mailto:bklassen@richmond.ca) or 604-718-8044. Staff will also be available to answer any questions about the memo at the July 28, 2009 Parks, Recreation & Cultural Services Committee meeting.

  
Bryan Klassen  
Site Supervisor

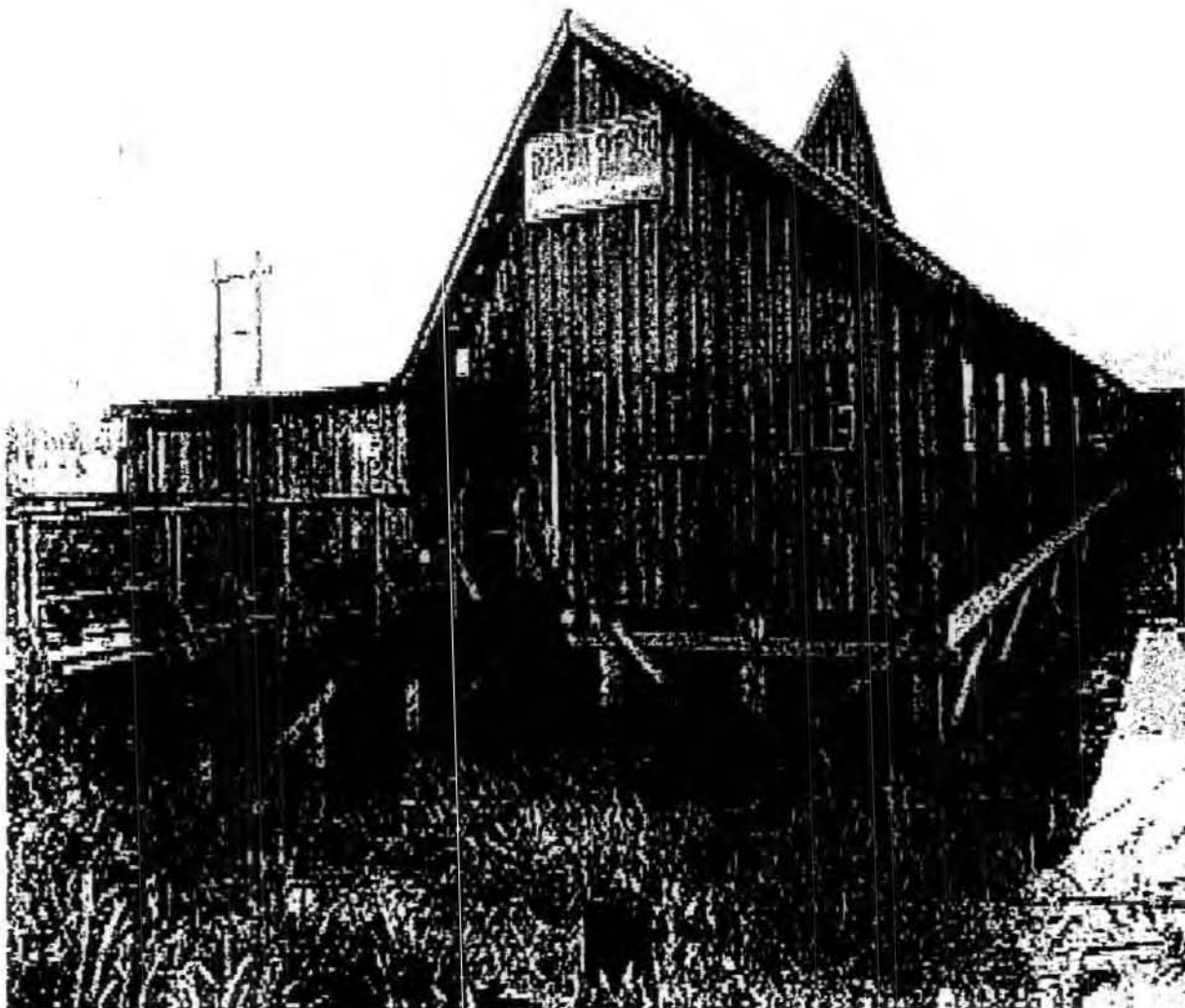
BK:bk

pc TAG  
Vern Jacques, Acting Director Recreation and Cultural Services

RE: ITEM NO. 10 - BRITANNIA  
HERITAGE SHIPYARD BUSINESS  
PLAN: RESPONSE, OF THE  
JANUARY 22<sup>ND</sup> COUNCIL MEETING

# BRITANNIA HERITAGE SHIPYARD

## BUSINESS PLAN





# Britannia Heritage Shipyard Site Business Plan

## Executive Summary

In August 1999 Richmond City Council appointed a steering committee to develop a business plan for the Britannia Heritage Shipyard site to guide development and operations in order to achieve the objective of a working heritage shipyard: a destination for both residents and visitors. The intent was to create a plan, endorsed by City Council, that would form the basis for decision making by Council and staff.

The Steering Committee recognized that much has been accomplished since the City acquired the site in 1990. However, refocusing on the vision and prioritizing steps to achieve the vision is necessary to ensure efficiency and accountability by staff and volunteers.

The vision adopted in 1990 was reconfirmed by the members of the steering committee. The vision statement is:

*for the Britannia Heritage Shipyard Park to be a publicly accessible waterfront heritage park and working museum with passive, active and interactive activities, focusing on the local industrial marine heritage. Emphasis is on the west coast wooden commercial fish boat building and repair that was historically based in Steveston; and the cultural mosaic and living conditions of the labour force on the Steveston waterfront.*

The terms of reference for the steering committee included outlining steps to achieve the vision, potential uses of each building, capital costs for completing the buildings and a management and operating model.

With the capital money allocated for the stabilization of the shipyard building – the focal point of the site - it is recommended that the next priorities identified for capital funding be the shipyard front dock and interior shops, foundations to prevent the Japanese Duplex from deteriorating further, stabilization of the cannery office, completion of the seine net loft, the Chinese bunkhouse and the Murchison houses, be completed within the next five years and that Council approve capital funding on a project by project basis. A capital funding allocation of \$624,000 from 2001 through 2004 is needed to complete these projects. Grants from other agencies and film revenue will be used to decrease the amount needed from the City capital budget.

Based on the 2000 operating budget of \$136,000 the annual operating budget is projected to increase to \$255,000 by 2004 due to the increased number of buildings open and activities on site. After that increases in utilities as the final buildings are completed are anticipated with other costs remaining stable. This budget does not take into account any revenue that may be realized from site rental or other revenue generating activities undertaken by the City. A series of recommendations are made to explore options for revenue generation.

A series of actions for site improvements were identified that will help attain the vision and goals for the site. These include a signage plan, site furnishings plan, circulation plan for the eastern side of the park, a plan for the future use and setup of the Kishi boatworks and a natural plantings and park maintenance plan.

Future directions are identified for all visitor services, both existing and new, which were identified as contributing to the overall marketability of the site and the quality of the visitor experience. It is recognized that the success of the Britannia site as a destination point for visitors will depend on the integrated marketing of all historic sites in the area and to that end it is recommended that the City initiate and participate in the development of a marketing plan for the heritage sites in Steveston which would include consistent and ongoing market research.

The management and operating model proposed for the site consists of three bodies working together to accomplish the vision: a Council appointed advisory board, the Britannia Heritage Shipyard Society and staff, with a Council appointed building committee activated on a project by project basis. The recommended roles and responsibilities of each are outlined.

In order to realize the potential of the site and fulfil the objectives outlined in the business plan a financial plan is outlined for both the City and the Society. An increase in staff resources on the part of the City are recommended with other costs only projected to increase as new buildings become operational.

This plan is a realistic achievable plan that, as accomplished, will provide an accessible heritage park contributing to the livability and pride of the community while contributing to the visitor marketability of the Steveston area.

#### Britannia Business Plan Steering Committee

Councillor Bill McNulty (Chair)  
Councillor Harold Steves  
Erika Simm  
Robby Johnson  
Richard Chappell  
Bob Ransford  
Linda Griffiths

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## Recommendations

The Britannia Business Plan Steering Committee would like to recommend that the Business Plan be endorsed by Council as presented and that staff be directed to begin implementation. We would also like to highlight the following recommendations:

- that staff review the option of removing the current parking lot and returning it to park space and put angle parking on the north side of Westwater Drive from the curve on the west end to Trites Road on the east, or others options which might include working with the Steveston Harbour Authority to maximize land use. (page 16)
- that opportunities for additional revenue generation over and above revenue generated by the Society as identified in the plan be explored including revenue from admission charged to the site. (page 29)
- that, since the configuration of the site lends itself to exclusive use for special events, a policy be developed to allow for rental of the park for revenue generation purposes. (page 29)
- that any surplus funds generated from the operations of the Society be first allocated to capital projects at the site and then allocated to a special capital reserve to be used for other City heritage projects and that this approach be explored by staff and the Heritage Commission for implementation at all City heritage sites. (page 29)
- that all revenue realized from filming at Britannia go into the Britannia capital account and this be reviewed when all capital projects are completed. (page 29)
- that the City allocate money from the Capital budget on a project by project basis instead of an annual allocation of approximately \$160,000. (page 29)
- that the first five priorities on the capital plan be completed within the next five years. (page 13)

## Introduction

In July of 1999 it was determined that in order to complete the Britannia site and achieve the objective of positioning it as a destination for both local residents and visitors a formally adopted strategic operational and business plan was needed. Many plans had been done over the years since the site was acquired by the City, however, they did not always agree, most were not adopted by Council and it appeared that the focus on achieving the vision had been lost. In July 1999 Richmond City Council appointed a committee to develop a business plan to guide development and operations toward achieving the vision.

The Steering Committee overseeing the development of the business plan for the Britannia Heritage Shipyard Site was made up of seven members:

- Two City Councillors: Councillor Bill McNulty, Chair and Councillor Harold Steves;
- Three representatives from the Britannia Heritage Shipyard Society: Erika Simm, Robby Johnson and Richard Chappell;
- One representative from the Richmond Heritage Commission: Bob Ransford; and
- One representative from the business community and Tourism Richmond: Linda Griffiths.

The terms of reference for the Steering Committee were to work with staff to prepare, for Council's consideration, a business plan for Britannia Heritage Shipyard Park that included recommendations on:

- the vision for the site;
- prioritized steps to achieve the vision;
- potential uses of each building on the site;
- capital costs for completion of the site; and,
- a management and operating model for the site both in the short term and the long term

The Steering Committee met regularly from August 1999 to September 2000 considering all aspects of the Britannia site including capital development and operational matters.

The importance of the Britannia site has been recognized through numerous reports and studies. As one of Richmond's most important resources on the Steveston waterfront, it is now recognized by three levels of government for its historical significance.

Since the City acquired the site it has been envisioned as a "working heritage park". The intent for the oldest cannery site on the Fraser River (and later shipyard) is to develop its character as a living history site. The site is connected to contemporary life in Richmond: it is an important node in the Steveston waterfront park and trail system; it is culturally and socially connected by its educational and visitor functions and its boatbuilding restoration and construction activities; and it contributes to Richmond's waterfront heritage and contemporary livelihood.



## History of Site & Project

In 1900, this site was one of 15 canneries on Steveston's Cannery Row, and became Britannia Shipyard in 1919. Several of the buildings on the site date from 1889 and there is some evidence that one or two may be older. For a detailed history and bibliography see Appendix A.

The City obtained the site during development of surrounding properties. At the time of acquisition by the City the site consisted of nine buildings: shipyard, boatworks, winch shed, cannery office, Murakami house and boatworks, Japanese duplex, Indian longhouse and seine net loft. The site has subsequently acquired three more: two Murchison houses and the Chinese Bunkhouse.

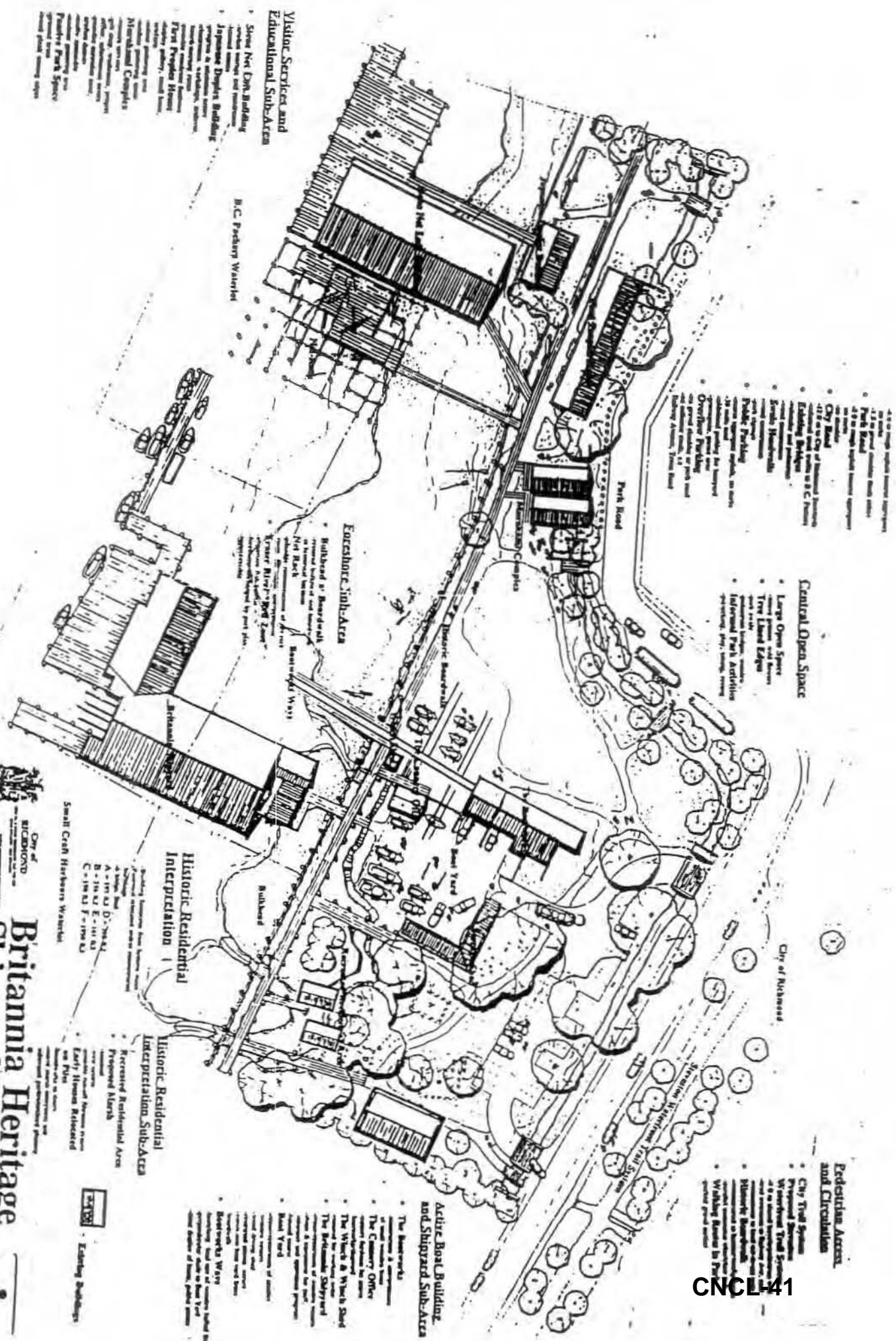
In 1990 the Municipality of Richmond passed a bylaw which officially designated as a "historic site" the site itself and four buildings – the shipyard, the Kishi boatworks, the winch shed and the cannery office. The area was designated a provincial heritage site in 1991 by the BC Heritage Trust and in 1992 it was designated as a federal historic site by the National Historic Sites and Monuments Board.

After acquiring the site in 1990, City Council adopted a set of principles to guide the future use and development of the Britannia Heritage Shipyard Site. These principles stipulated that the site should be developed into a waterfront park which maintained the site's historical integrity, and that access by the public to the site and on-site activities be an underlying principle of the park and historic building development. The site's primary focus was to be on work boats of the Fraser River and the coastal fisheries. The activities on the site were to be compatible with the adjacent industry and industrial waterfront, community and neighbourhoods. There would be mixed use activities that included public programming.

A set of preservation objectives for the Britannia Heritage Shipyard Park were also adopted: to preserve the collection of the remaining buildings and natural habitat; to preserve a working waterfront with representative wooden hulled fish boats; and, to preserve the skills and knowledge of the boat builders through active boat building apprenticeships and public programming opportunities.

In 1991 the Britannia Heritage Shipyard Society was formed with the stated purpose of the Society to "preserve history. This will include establishing a working heritage shipyard site in Steveston; raising funds for, and participating in the operation of such a site; collecting artefacts, photographs and documents; participating in the restoration, preservation and repair of heritage buildings, vessels and associated elements of Steveston's history. Integral functions of the Society will include education, research and promoting the general understanding and enjoyment of Canada's West Coast boatbuilding history in an open accessible parklike setting." *(as quoted from the Constitution of the Britannia Heritage Shipyard Society.)*

An operating agreement between the City and the Society was signed in 1994. This agreement was for an initial period of five years and was not renewed when it expired in September 1999. The agreement set out some of the roles and responsibilities of each party.



**Britannia Heritage  
Shipyard Park**  
Site Development Plan

## Site description

The Britannia Heritage Shipyard site is 3.29 hectares (8.14 acres) of land located along the Steveston Channel of the south arm of the Fraser River. Previously a cannery and then a shipyard, the site is important to the historical development of Richmond and to Greater Vancouver. The Britannia Heritage Shipyard site has been owned by the City of Richmond since 1990.

Britannia is a part of Steveston's historic Cannery Row extending from Garry Point and the Gulf of Georgia Cannery National Historic Site on the western end to London Heritage Farm in the east. The site is 0.8 kilometres from Steveston Village Centre.

To the south of the site is the Fraser River with Shady Island offshore in the river channel; to the west, the BC Packers lands are in the process of being developed and will provide a much needed land link to the Steveston Village Centre; land to the east is owned by Small Craft Harbours Branch of the Department of Fisheries and Oceans; and to the north there are elementary school grounds and apartment buildings.

The site was originally a treeless marshland but the vegetation changed significantly in the 1950s when the marsh was filled in with sand dredged from Steveston Channel. The twelve buildings on the site help to tell many stories about the multi-ethnic residents and workers at the Britannia Cannery and Britannia Shipyard: Chinese, European, First Nations and Japanese.

The historical buildings on the Britannia site have a collective heritage value that exceeds their individual heritage value. The boardwalk and bulkhead are significant features in the context of the buildings. The buildings are important for the sense of community that is achieved by their mass and density. The buildings and site play an important role in the interpretation of the history of wooden boat building and repair. They are also the best heritage resources available to tell the story of early Steveston residential and socio-economic traditions.

## Snapshot of Britannia Heritage Shipyard Park Today

The site currently has three clusters of buildings:

- the west end where the Visitors Centre is located as well as three other buildings planned for static displays, programs and meeting rooms;
- the middle focusing on shipbuilding activities; and,
- the eastern most cluster depicting residential life along the waterfront.

An open park area is between the visitors centre area and the shipbuilding area.

The boardwalk is the spine of the site toward which all buildings are oriented. This provides the primary circulation route on site.

### Site Works

- The bulkhead has been replaced along the entire waterfront. The boardwalk has been completed from the shipyard building west.
- The site is serviced by water, sewer and hydro.



- The pilings in front of the seine net loft (building #9), have been stabilized and the front dock repaired. A ramp has been built providing a connection between the dock in front of the shipyard building and the dock in front of the seine net loft. The walkway along the west side connecting the front dock to the shore is currently being repaired.
- In 1998 the City was granted a special permit (on a 2 year renewable basis) by the Fraser River Harbour Commission to use the waterlot immediately adjacent to the seine net loft for future moorage.

## **Buildings**

- Four buildings are operational and open to the public:
  - Kishi Boatworks and boatyard area: this building is currently used to build small wooden boats, houses woodworking equipment used in boat repair, is the location for programs centred around wooden boat building and is also used for large gatherings.
  - winch shed and ways: houses the electrical and mechanical workings for the ways;
  - two Murakami buildings - the house and boatworks: these buildings house the visitor centre, program room, offices and public washrooms. The visitor's centre contains exhibits showing the life of the Murakami family, a small gift shop and minimal foodstuffs operated by the Britannia Heritage Shipyard Society and the reception area where people obtain information, buy memberships and register for programs.
- Four buildings are partially completed:
  - the shipyard building: temporary lateral bracing was done in 1991. The substructure was rebuilt in 1992-93. Building stabilization, roof replacement and a fire suppression system are currently being completed.
  - the seine net loft: currently used for storage of the collection of historical equipment as well as other items;
  - the two Murchison houses: these two houses were relocated to the Britannia site in 1994. They are on blocks and the exteriors have been repaired.
- Four buildings are in various stages of disrepair:
  - the cannery office;
  - the Chinese Bunkhouse\*, which was relocated from the BC Packers site to the Britannia historical zone in June 1999. The bunkhouse is being used to store displays, materials and equipment during the shipyard building upgrade;
  - the Japanese duplex\*; and,
  - the First Nations longhouse\*.

*\*These buildings are commonly known by these names. Further research is needed to define past uses.*

The City is responsible for the capital costs of the site and buildings. This is accomplished through the city's capital program along with grants from other levels of government and other agencies. Since the site was acquired \$1,750,370 has been spent on capital projects. Of this, \$801,105 has been City money and the rest has come from a variety of external sources as well as work programs through the federal government and volunteer labour.

## **Operations**

From 1992 until March 2000 the Britannia Heritage Shipyard Park was jointly operated by the City of Richmond and the Britannia Heritage Shipyard Society. Since March 2000 the City has assumed responsibility for the operation of the site.

The City is responsible for the administration of the site including the parks maintenance, building maintenance and utilities. The City also budgets for base level staffing. The current annual operating budget for the site is \$135,900.

From the time of acquisition of the site the Manager of Heritage Sites provided the direction for the staff and Society but in recent years had allocated approximately 60% of the time to Britannia with the remainder of time being devoted to other civic duties. In 1993 Council approved the hiring of a full time programmer position. This position was filled on a full time basis until 1995. Since that time the position has been filled by two part time people – one functioning as a programmer and one as a researcher/historian. The Manager of Heritage Sites (gone from the site since July 1999) liaised with the Society, oversaw all activities on site, worked with staff and board on various projects, worked with Civic Properties staff and consultants on capital projects. Since July the site has not had an on-site City staff person closely monitoring the site. The overseeing of the site and liaising with the Society has been done by the Manager, Cultural Services and the Director of Parks. The current budget for staffing includes a full time programmer position and auxiliary hours that provide coverage in the visitor's centre.

The security for the site is provided through an operating agreement between the City and a wharfinger for waterside security, and the City and a night caretaker for the landside security.

The Parks Department crews are responsible for the annual and overall maintenance with volunteers and Elizabeth Fry Society placements doing the tidying, brushcutting and pathway maintenance.

For the past several years the Society has hired a part time staff member that helped oversee the programs, fulfilled the function of an Executive Director for the Society and provided coverage for any rentals of the buildings and the special events.

The visitor's centre is currently open Tuesday through Sunday during June, July and August; Wednesday to Sunday for April, May, September & October; and Saturday and Sunday during January, February, March, November and December.

In order to obtain more accountability at the site for programs and activities, upon expiration of the operating agreement with the Britannia Heritage Shipyard Society the City postponed discussion on renewal until adoption of the Britannia Business Plan and a review of the operational requirements was completed.

### Activities on Site

- Britannia Heritage Shipyard Society sponsors public programs on site. These programs focus on wooden boat building, on-water programs such as learn to kayak and row, evening paddles (see Appendix B for examples). City staff work with the Society program committee to conceptualize programs. Staff then set dates, hire instructors and organize program equipment and supplies, advertise and register participants. The Society pays for all direct program costs including instructors and in turn receives the revenue from program fees.
- Society members work on three vessels owned by the Society: Iona, Starliner, Shoshana;
- prior to March 2000, several commissions for repairs to privately owned vessels had been performed by Society volunteers. The fee for performing this work went to the Society with the Society paying any expenses incurred.

- school tours and tours by groups are booked in advance; tours for individuals are done on an as requested basis. Volunteer guides are trained by knowledgeable City staff. Tours are arranged by either city or society staff.
- the Society runs a gift shop in the Murakami Visitors Centre as well as some food stuffs (coffee, tea, canned drinks, chips and chocolate bars). The Society has responsibility for any stock in the gift shop and concession. The customer service attendants handle the sales whilst manning the Visitor's Centre.
- special events such as Fraser River Days and the fall sailing dingy Regatta;
- summer concert series in the boatworks;
- several displays depicting traditional boatbuilding and workworking techniques have been on display in the shipyard and boatworks. Exhibits and displays are curated by City staff with input from the Society and community members on the themes and concepts.
- displays in the Murakami Visitor's Centre using items that were buried on site by Japanese families upon internment during World War II and some donated by local Japanese families and the Murakami family.

#### Attendance

	1998	1999
Program Attendance (total)	1688	1465
Number of Programs run:		
children	55	21
youth	19	20
adult/family	41	38
seniors	4	20
Tours: number	38	56
Tours: participants	814	1863
Special Events: number	20	12
Special Events: participants	6729	4370

## Vision, Guiding Principles & Goals of Overall Site

### Vision

The vision for the Britannia Heritage Shipyard Park is for it to be a publicly accessible waterfront heritage park and working museum with passive, active and interactive activities, focusing on the local industrial marine heritage. Emphasis is on the west coast wooden commercial fish boat building and repair that was historically based in Steveston; and the cultural mosaic and living conditions of the labour force on the Steveston waterfront.

### Principles

Several principles were agreed upon that should guide future decisions made regarding capital projects and operations:

- the spatial context of the buildings should be retained in order to maintain the feeling of closeness to each other and to the water;
- the buildings should relate to the traditional activities on site;
- the depiction of living conditions should reflect those who worked in the industries on the waterfront in the early 1900's (and not Richmond in general);

- the boats on display should be heritage boats of the type that would have been built or repaired at Britannia, and be accessible to the public;
- any boat building or repair should be on a minimum of a cost recovery basis unless they are part of the collection;
- where possible, interpretation will be done using active and interactive displays and activities;
- parking should be structured so as to minimize the impact on the site;
- the interventions to the buildings at Britannia will be guided by accepted conservation practices. (See Interpretation, Conservation and Collections Policies section.)

## **Goals**

The goal for the site is that it will be a vibrant, open, accessible, safe, unstructured site that is integrated and complementary with other historic sites along the waterfront - a destination for residents and visitors and where the historic look, feel and sense will be evident. Some of the actions that will contribute to this goal are:

- increased site definition using landscaping materials historically used on site;
- entrances that are clearly visible and marked: Railway Ave and Trites;
- visible interpretive signage on site (walking tour, self guided tour brochure);
- a native species planting plan for the site with interpretation signage of plant material;
- facilities for picnicking;
- public programming on site;
- continual activities on site – for viewing and participating;
- artisans/craftsmen working on site to enhance public viewing;
- educational activities and programs about wooden boat building applicable to the site;
- the interpretive focus of the Murakami complex is on the living conditions of former residents;
- a critical mass of buildings to maintain visitor interest (possible addition in historic zone, perhaps for display of Easthope engines)
- working displays and buildings that clearly depict the industrial heritage of the waterfront;
- some static museum displays depicting life on the Steveston waterfront circa 1900 – 1950;
- small theatre for film, video showings;
- sale of applicable memorabilia (postcards, books, videos);
- the provision of some form of food services;
- a water based link to the townsite;
- a trails system that clearly connects the Steveston Village Centre and Steveston Park to the Britannia site and London Heritage Farm to the east.

## **Site and Program and Services Development**

### **Site Development**

While much has been accomplished on the site since it became a public heritage park there remains much to do. In order to ensure that the development continues to contribute toward reaching the vision, actions and priorities for capital development are recommended. Based on the vision and goals for the completed site, each building was discussed in terms of potential future uses, and the development required to take it to a state to fulfil that function. The future use also was a factor in the priority placed on completion of the building. The level of



deterioration dictated, in some cases, that stabilization be given priority over another building prioritized for completion. It is recommended that the first five priorities be completed within the next five years (2000 – 2005) and that this be accomplished through the City capital plan, film revenue and grants. A financial plan to complete the capital projects from 2001-2004 is outlined on page 24. (Note: all capital costs except Priorities 1 & 2 are taken from the Britannia Heritage Shipyard Development Strategy report: October 1998)

#### **Priority Number 1: shipyard building and dock**

Recommended use: working with wooden boats, static displays consisting of heritage equipment and techniques used. Priority to be placed on public access to the building and the waterfront and public viewing of the activities including the machine shop.

Development required: structural stabilization and minimum building code standard for projected use. This will allow for limited public access to view activities and gain access to the front dock. The front dock is considered part of the shipyard. This requires extensive piling and decking repair. The second phase is the upgrade of the machine shops in the west wing. It is recommended that a team of people consisting of staff and volunteer users put together a development plan for the west wing and work with the Society to implement this plan.

Timeframe: phase 1 (building stabilization, roof and fire protection): October 2000; front dock: March 2001; phase 2: interior plan – December 2000, completion – December 2001.

Capital costs: phase 1: \$649,500; front dock: \$291,000 plus sprinklers: \$80,000; interior: \$56,000.

#### **Priority Number 2: walkway on west side of the seine net loft**

Recommended use: this will allow for a continuous water experience from the east side of the site to the west.

Development required: existing rotting structure removed, piles recapped and new decking installed.

Timeframe: December 2000

Capital costs: \$50,600

#### **Priority Number 3: Japanese Duplex (phase 1)**

Recommended use: future use is undetermined at this time. Further research is required on past usage.

Development required: in phase 1: building should be raised and a foundation provided. This building is rapidly sinking.

Timeframe: 2001

Capital costs: \$27,000

#### Priority Number 4: Cannery Office (phase 1)

Recommended use: it is the unique construction of the building that is of primary interest. However, upon completion the interior should resemble what it looked like when it was the office. This will be viewed from the windows (no public access to the interior).

Development required: phase 1: building stabilized and roof fixed; phase 2 (priority 7): interior restoration including installation of displays for viewing from windows. (research required)

Timeframe: 2002 phase 2: 2006-2007

Capital costs: \$23,000

#### Priority Number 5: Seine Net Loft

Recommended use: museum and display space, display preparation, small boat collection and open storage, upper level: work and storage space.

Development required: brought up to building code for industrial use; building fabric repaired; storage and displays built.

Timeframe: 2002 – 2005

Capital costs: \$150,000

#### Priority Number 6: Historic Zone

##### Chinese Bunkhouse

Recommended use: restored to depict the living conditions in which labourers lived. Public access to both floors.

Development required: brought up to building code; building fabric repaired; inside restored (research required). Work with Chinese Canadian community to raise funds.

Timeframe: fundraising committee in place: fall 2000; completion: 2003 – 2005

Capital costs: \$155,000

##### Murchison Houses

Recommended use: public access particularly to ground floors; restored to depict living conditions; balloon frame construction is an important feature to exhibit.

Development required: move to final location on piles closer to the water and boardwalk; research required on what to depict in interior.

Timeframe: 2003 – 2005

Capital costs: \$100,000

#### Priority Number 7: Japanese Duplex (phase 2)

Recommended use: undetermined at this time

Development required: code and structural work; building fabric repaired. Further research is required to determine accurate past use.

Timeframe: 2006 – 2008

Capital costs: \$62,000

### Priority Number 8: Cannery Office (phase 2)

Recommended use: interior completed to look as it was when it was the office. To be viewed from the windows – no public access.

Development required: interior restoration including installation of displays for viewing from window. Further research is required.

Timeframe: 2006-2007

Capital costs: \$30,000

### Priority Number 9: Longhouse

Recommended use: orientation for tour groups; display of small vessels; rental space.

Development required: structural and code work; building fabric repair; research required on interior past uses and configurations.

Timeframe: 2006 – 2008

Capital costs: \$152,000

### Site Improvements

There are a number of actions and plans that need to be put in place in the near future that will enhance the site and advance toward the vision.

1. signage: one area that needs immediate attention is signage for the site. This includes signs at each entrance, directional signage in Richmond and on-site signage. A signage plan should be prepared and implemented. timeframe: fall 2000
2. site furnishings: in order to ensure that the historic look and feel at the site is maintained a site furnishings plan including recommendations for lighting for street edges, walkways, parking areas and exterior building lighting and for seating areas and fencing should be adopted. timeframe: spring 2001
3. circulation plan for the Historic Zone: even though the completion of the buildings in the historic zone is several years away there is a need to develop a circulation plan for the area and connect it with the rest of the site. With the completion of the boardwalk from the east side of the shipyard building to the east side of the park and out to the road, the visitor experience could be enhanced along with the addition of interpretive signage. timeframe: 2001
4. Kishi Boatworks: Install belt equipment, have static displays, active boat building, accessible to public, old tools and techniques demonstrated. Investigate possibility of leasing out the building to a private operator for a wooden boat related business as long as public access for viewing activity is maintained. timeframe: 2001
5. natural environment and park maintenance: a Park Master Plan was approved in September 1994 and recommended that native plant species be incorporated into the site. It is recommended that plantings be incorporated to give definition to the site boundaries to allow for closing off to unlimited public access. There is also a need for some guidelines around park maintenance to ensure the naturalness of the site is maintained while

respecting the desire of the neighbours for a more manicured area. The intent to plant native species and interpret the native species in some way to the general public has been discussed in the past but not implemented. This plan should be put in place along with maintenance guidelines in conjunction with the Parks Department and the Britannia Society. timeframe: 2001

6. With the completion of the shipyard there will be a need to develop plans for projects that will create activity for viewing in the shipyard. These could take the form of wooden boat repairs or boat building projects that the public might find interesting to watch and ongoing. These plans should contain a business plan with benefits, costs and timelines of each project. timeframe: ongoing
7. Since part of the vision is to have historically significant vessels on display a Vessel Display Plan including public access and an acquisition plan for significant boats are needed. timeframe: 2002

**PARKING ISSUES:** This Committee recommends that staff review the option of removing the current parking lot and returning it to green space, and putting angle parking on the north side of Westwater Drive from the curve to Trites Road, or other options which might include working with the Steveston Harbour Authority to maximize land use.

### Visitor Services

To meet the goal of having a vibrant site that attracts residents and visitors a level of activity and visitor services must be maintained on an ongoing basis. Current activities need to be built upon, strengthened, improved and expanded and other services added.

Activities identified through the vision and goals are:

#### Active:

- new wooden boats being built
- boats being repaired
- programs on boat building
- ability to tour various types of historically significant wooden hulled fishing boats: gillnetter, seinër
- on-water programs (learn to row, kayak, canoe)

#### Passive:

- view displays of various phases or activities to wooden boats and heritage equipment
- pictures of on-site restoration
- displays of living conditions – Chinese bunkhouse, Murakami house, Indian longhouse
- signage around site about buildings, activities, history

#### Interactive:

- displays
- programs

Some of the services identified for a successful site are:



- **self-guided and guided tours:**

*current state:* there is a self-guided tour brochure available in the Visitors Centre. Guided tours are conducted for groups that book ahead. There are small interpretive signs on each of the buildings. Training for volunteer tour guides occurs on an ad hoc basis.

*future direction:* there is a need for recruitment and management of volunteers willing to be onsite to give tours during the peak times. There is a need to ensure that the on-site interpretive signage and the brochure for self guided tours are coordinated and self guided tours are an attractive and worthwhile option to guide led tours. An ongoing program to train volunteer tour guides should be in place.

- **Interpretive and interactive displays:**

*current state:* there are several small interactive displays centering around techniques eg. knot tying and winches and interpretive displays on boat building techniques.

*future direction:* access to research and display design personnel through centralized museum personnel as well as ongoing financial resources are critical to ensure that the displays are accurate, informative and periodically updated. As each building is completed there will be a need to develop an exhibit plan.

- **historical boat display:**

*current state:* while the Society has three wooden boats that they are working on, there are no vessels that currently have public access or are "on display".

*future direction:* display and public access plan needs to be developed; an acquisition plan targeting historically significant vessels should be put in place. This activity cannot occur until the shipyard building and dock has been upgraded to allow for public access.

- **boat building and repair:**

*current state:* the Britannia Heritage Shipyard Society has built several small skiffs and does repairs to Society owned boats as well as having completed several private commissions.

*future direction:* for boats in the collection there should be a maintenance plan in place and funds committed to this plan. For any new acquisition that requires major maintenance work a project plan should be in place along with committed funds before acquisition. Policies regarding private commissions need to be established.

- **retail space:**

*current state:* the Society operates a small gift shop in the Murakami visitors centre. Items sold are sometimes locally produced or have a wooden theme or are a memento of the site eg. vests and t-shirts with the Britannia logo. The gift shop and food stuffs sold just break even with Society volunteers doing the coordinating of items to be sold and transactions done primarily by the staff in the visitors centre.

*future direction:* items should reflect a theme of wooden hulled boats: building and repair; the west coast fishing industry; Fraser River awareness and interpretation; ethnic contributions to the development of the industry and the community; items built on site. There should be a strong mandate to ensure the items are applicable to the themes of the site.

- **food space:**

*current state:* the Society sells small snack items in conjunction with the gift shop eg. coffee, chips, chocolate bars.

*future direction:* continue to sell small snack items. In addition explore the feasibility of serving a more substantial item such as chowder when there is a large tour expected.

- **programs related to the vision:**

*current state:* the Society runs programs that are related to boat building, on water educational programs and evening/sunset paddles. Programs and tours are also done for scouts, guides and school groups. Programs are for all ages. Programs have been limited to the Murakami program room, the outside and the water with limited access to the Kishi boatworks.

*future direction:* as the number of buildings accessible to the public increases the amount and types of programs will increase. There should be a strong mandate to ensure the programs are applicable to the themes of the site.

- **themed & special events:**

*current state:* the Society has run several special events throughout the year: the sailing skiff regatta, Rivers Day, and fundraising barbeques.

*future direction:* expand the number of special events to possibly include an annual fisherman's sports day and historically significant themed days.

- **space rental:**

*current state:* the Society rents out space in the Kishi boatworks and Murakami program room to other groups and individuals.

*future direction:* as the number of buildings that can accommodate public access and meetings or larger gatherings this function can increase. Since the configuration of the site lends itself to exclusive use for special events, a policy should be developed to allow for rental of the park space.

- **teaching skills, some apprenticeships:**

*current state:* this activity has been minimal. Some learning of skills has occurred through working with more experienced volunteers although not a conscious program.

*future direction:* as the number of projects increases so too does the opportunity for learning and volunteering. Some projects may require a master boat builder on site and learning opportunities should be maximized.

- **water taxi stop:**

*current state:* does not exist

*future direction:* work with the Steveston Harbour Authority and one of the private operators that provide tours of the harbour to implement a taxi service dropping visitors at Britannia and taking them back to the Steveston docks.

## **Marketing Plan**

The Committee identified the need for a comprehensive marketing plan to ensure the ongoing well being of the site and the operations. The focus of the marketing in the short term should be on public awareness within Richmond – families, school groups, etc. in order to "friendraise" before reaching out to a broader audience.

However, the area of cultural tourism is attracting much attention and is the fastest growing segment of tourism in North America. The Provincial Government, in particular through the Ministry of Tourism, Small Business and Culture, is devoting resources to increasing this area of tourism within the province.

The criteria which are used in the industry to assess the degree of "market readiness" of a potential destination are:

- authenticity/uniqueness: the experience reflects the culture or history of the province or an industry and is of sufficiently high standards to appeal to a visitor audience.
- marketable: the organization is interested in attracting visitors and is capable of participating in co-operative marketing programs – has a marketing budget and a management structure that allows marketing decisions to be made.
- packagable: the organization has administrative systems that allow it to be included in tourism packages.
- quality experience: experience is presented in a professional manner that leaves the visitor satisfied with the experience.

*(from "Strategic Directions for Cultural and Heritage Tourism in British Columbia", Jim Lee & Dr. Peter Williams; November 1999)*

The success of the Britannia site as a destination point for visitors will depend on the integrated marketing of all the historic sites in the area and with Tourism Richmond. The development of the site and the activities proposed within this plan contribute to increased attraction of visitors and the "market readiness" of the operation.

It was identified that there is a need to develop processes for ongoing market research and data collection as well as research on visitor preferences to historic sites.

It is recommended that the City initiate and participate in the development of a marketing plan for the heritage sites in Steveston which would include consistent and ongoing market research.

## **Management and Operating Model**

Up until March 2000, the operating model in place was similar to that for most other facilities operating in the Parks and Recreation and Cultural Services Departmental systems. The City operated the facility in conjunction with a non-profit society. In March 2000 the City assumed responsibility for the operation of the site and all buildings. The City owns the buildings and land, is responsible for site operating expenses such as office and janitorial supplies, telephones, utilities (heat & light, garbage & recycling), building, park & equipment maintenance, and site security and provides a base level of staffing. The Society is responsible for sponsoring all programming on site including special events, owns and manages the majority of the collection, provides building content insurance for the equipment and collection, and sets policies, rates and conditions for periodic rental of unallocated spaces.

In the past the Society and the City have jointly participated on a building committee which advised on all capital projects. Each named three members to this committee with one City representative being a City Councillor.

The City has allocated a base level of staffing to the Special Heritage area of which Britannia is the largest component. While the base level includes a full time programmer position for a variety of reasons this position has not been filled since 1995. The functions have been performed by two part time people. These staff worked with the Society on programs, researched the history of the buildings and site, managed tours and rentals. The Manager of Heritage Sites, originally the sole staff person assigned to Britannia, had been increasingly assigned to other City projects and, since July 1999, the position has been vacant.

The City also provides attendant hours in order to provide customer service, maintain the visitors centre open to the public and do registrations. The wharfingers (currently just one) and the evening caretaker provide the cleaning services for the Visitors Centre including the offices and public washrooms.

#### Current Model



#### Recommended Model

A new management model is being proposed for the site which is a combination of the model used in most facilities and that used for Aquatic Services. It is proposed that Council appoint a policy body – the Britannia Heritage Shipyard Advisory Board – that would be accountable to City Council for their actions and that would ensure that the development of the Britannia site and the operation is conducted in the most efficient manner consistent with the direction of the Council adopted business plan. The terms of reference would include such responsibilities as:

- determining the focus, direction and operating policies for the site and activities on site;
- long range planning
- setting service standards;
- developing a marketing plan;
- ensuring a collections policy and a collections committee of knowledgeable people;
- approving all acquisitions proposed for the site;
- determining appropriate corporate sponsors and partners;
- ensuring project plans and budgets are in place for any projects undertaken;
- determining appropriate interpretive displays;
- maintaining the historical focus and integrity of the site;
- setting appropriate environmental and risk management policies.

*(Appendix C contains a draft proposed terms of reference)*

It is also proposed that the Advisory Board work with the Britannia Heritage Shipyard Society with the Society responsible for such things as:

- running programs (direction and focus to be set in conjunction with the Advisory Board);
- organizing special events;



- participating in boat building and repair projects;
- maintaining historic boat collection;
- managing and running the gift shop;
- public awareness and publicity; and,
- friend and fundraising.

It is proposed that a Building Committee be appointed by Council when a capital project is being planned. This Committee would oversee the project from conception through planning and capital fundraising and construction. The committee would be comprised of three members of the Britannia Advisory Board and three members of City staff and/or Council.

In order to fulfil the functions proposed in this report the following personnel resources will be required:

Site Boss: overall site supervisor, boat building and repair projects, historical boat maintenance. Full time position, on site. This should be a City position.

Programmer: work with the Society to provide on-site programs and special events. This is a City position in all other City of Richmond facilities and should be at Britannia. This could be a half time position until the site has more buildings open to the public.

Gift Shop and Food Services Coordinator: if these services are run by the Society it would make sense that they would provide this position.

Administration/Clerical: facility clerk responsible for coordinating customer service and office and visitor centre functions, building rentals, tour bookings. This is a City position.

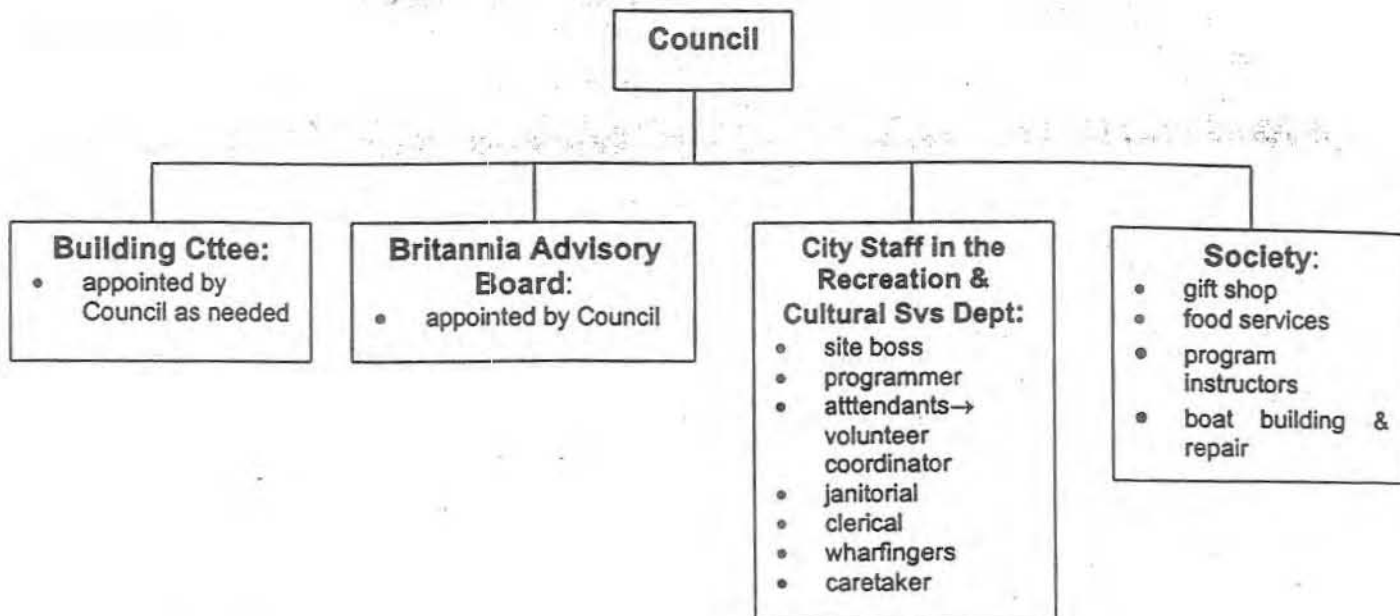
Janitorial/Security: these functions are currently provided by the wharfingers and the night caretaker. Since the shipyard building is open to the water there will always be a need for waterside security. Landside security should be reevaluated – should there be a caretaker suite on site (ie one of the Murchison houses)? Janitorial functions for the public washrooms and the offices should still be cleaned by the wharfinger/caretaker. However, as the number of buildings open increases and the site usage increases, there may be a need for janitorial staff on site. This is a City responsibility.

Customer Service Attendants: welcome people, do registrations, open buildings on weekends/evenings. City positions in other City facilities. It is recommended that these paid positions be decreased over time and the resources reallocated to a volunteer coordinator. The customer service functions would then be filled by volunteers.

Speciality Functions: exhibit design, collections, research. Does not make sense for these functions to be assigned to Britannia alone. These functions are needed at all heritage sites including the Richmond Museum. The ultimate intent is to have these centrally coordinated.

Volunteer Coordinator: recommended that the City resources currently allocated to the customer service attendants be reallocated to a volunteer coordinator position. The customer service attendant functions would then be performed by volunteers.

## Recommended



## Conservation and Collections Policies

### Conservation Strategy

Any conservation plan needs to take into consideration responsibilities in terms of protecting and preserving the historical and natural resources. A conservation strategy has been outlined by Commonwealth Historic Resource Management Ltd. Due to the heritage value of the Britannia Heritage Shipyard Site, "the interventions to the buildings at Britannia should be guided by good conservation practice, and not only be issues of code, compliance, structure and cost."

It is important to conserve as much of the physical character as possible balanced with the structural necessities that provide a safe and stable environment. Any additions should not attempt to mimic historic applications but be clearly presented as a current installation that is not detract from the overall intent of presenting history. In general, the approach should be one that is determined to preserve as much of what currently exists with interventions that are only necessary to provide basic safety and operational requirements. However, there are several buildings on site where the intent is to restore and interpret to an earlier time to show living conditions on the waterfront. These are the Chinese Bunkhouse, cannery office and the Murchison Houses.

There are three levels of intervention that could be relevant to Britannia:

1. **Preservation:** this is maintenance and intervention that is designed to prevent further deterioration and respect the present form, material and integrity. Materials of the building are preserved and the building's history is continued. This is less expensive and removes less historical fabric than restoration.
2. **Restoration** returns a building to the appearance of an earlier time, based on respect for the building as a document of the past. Restoration is the approach chosen when a compelling case can be made for the exceptional value of the state to which the building will be restored. This process would likely involve removing later material, and replacing missing elements and details.
3. **Rehabilitation** returns a building into a useable state through repair and rehabilitation. It makes possible an efficient contemporary use while preserving features that are significant to the building's historic, architectural, and cultural values.

At Britannia, there is a need to find the right balance between conservation and change. Guiding conservation principles suggested by Commonwealth heritage:

- preservation is preferable to restoration
- replace rather than restore historic materials
- retain patina and historic fabric
- show evolution of structure and the site to retain and interpret the history of the site
- visible changes made should be reversible in case the use is changed again in the future
- interventions should be distinguishable to the historic fabric so that visitors can read the history
- interventions should not be motivated by desire to 'improve' appearance of building
- do not sacrifice historic fabric in attempt to enhance heritage character

## Collections Policy

As a historic site there are responsibilities to preserve and interpret resources and objects that pertain to the mandate of the site. As a site with limited resources and limited display and storage space, it is important to ensure that those artefacts that are collected fit into the overall plan, the mandate of and vision for the site and are planned for. Therefore, it is important to ensure that the collections policy is clear and up-to-date and administered by knowledgeable individuals. The Advisory Board should adopt and act as the body responsible for ensuring that the collections policy is adhered to and collecting done in a manner that the site and staff are capable of maintaining.

The Britannia Heritage Shipyard Society has a draft Collection Policy and a Collections Committee. The mandate is:

- to collect and maintain artefacts from Britannia and the Pacific Coast fishing industry. It is coordinated with other institutions with similar goals (local, national and international – see policy for details).
- to collect artefacts pertaining to the Shipyard and Cannery by theme, by time (1890-1990) or geography (Pacific Coast, particularly Fraser fishery).
- artefacts are acquired by donation, loans, purchases, field collection, and exchange with other institutions.
- the objects are classed by the Committee as museum objects (some as operating, others as non-operating artefacts based on several criteria), documents/archives (some documents and archives pertinent to the site are owned by the City of Richmond because of more adequate storage facilities), for education and interpretation (some are replicas) and for library use.

*(Source: Britannia Heritage Shipyard Collections Policy July 1994)*

The current collection, some owned by the City and some by Britannia Heritage Shipyard Society, consists of:

- the buildings on site (City);
- the built environment – bulkhead, boardwalk, historic power poles (City);
- woodworking and metal working machines and equipment including two large collections from Menckions and Versatile Shipyards, Easthope lathes and patterns (City & Society);
- watercraft collection including the "Iona", the "Starliner" and the "Shoshana" (Society);
- items found on-site buried during the Japanese internment (City);
- archival collection – photographs, records, periodicals, boat plans, books, charts (City & Society).

## **Financial Plan**

### Operating Resources

In order to realize the proposed operational structure and the activities recommended in the plan it is proposed that the gross operating budget for the site increase from the \$135,900 budgeted in 2000 to \$255,000 in 2004 as buildings are completed and activities on site increase. Any revenue from rental of the site (excluding rooms which is currently a society responsibility) is not included in these projections.



Based on historical information of the past two years, the Society will continue to be dependent on outside grants such as casino funds in order to provide the services outlined.

The following table outlines the projected operating expenses and revenues for the City and the Society based on the activities proposed in this plan.

Operating Expenses	1998 (actual)	1999 (actual)	2000 (budgeted)	2001 (projected)	2002 (projected)	2003 (projected)	2004 (projected)
<b>City</b>							
office supplies	\$ 1,300.00	\$ 1,100.00	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00	\$ 1,500.00	\$ 1,500.00
janitorial supplies	\$ 840.00	\$ 3,000.00	\$ 3,000.00	\$ 3,500.00	\$ 4,000.00	\$ 4,000.00	\$ 4,500.00
other	\$ 2,600.00	\$ 2,400.00	\$ 3,100.00	\$ 3,000.00	\$ 3,100.00	\$ 3,100.00	\$ 3,100.00
contracts - equip	\$ 10,400.00	\$ 9,000.00	\$ 13,500.00	\$ 14,000.00	\$ 14,000.00	\$ 14,500.00	\$ 14,500.00
utilities: heat & light	\$ 11,000.00	\$ 16,200.00	\$ 18,500.00	\$ 20,500.00	\$ 20,500.00	\$ 22,000.00	\$ 22,000.00
garbage/recycle	\$ 3,100.00	\$ 3,500.00	\$ 2,700.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
telephones	\$ 7,900.00	\$ 5,900.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00
building maintenance	\$ 6,400.00	\$ 5,500.00	\$ 7,300.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 10,000.00
equipment maintenance	\$ 1,200.00	\$ 1,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
milage	\$ 2,850.00	\$ 1,350.00	\$ 4,000.00	\$ 1,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
special events	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,500.00	\$ 2,000.00	\$ 2,000.00
misc	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
wages (note 1)	\$ 127,000.00	\$ 137,000.00	\$ 70,000.00	\$ 111,100.00	\$ 123,100.00	\$ 137,700.00	\$ 180,290.00
<b>TOTAL</b>	<b>\$ 177,590.00</b>	<b>\$ 188,950.00</b>	<b>\$ 135,900.00</b>	<b>\$ 177,400.00</b>	<b>\$ 191,500.00</b>	<b>\$ 208,800.00</b>	<b>\$ 254,390.00</b>

**Society**

wages/benefits (note 2)	\$ 36,400.00	\$ 36,000.00		\$ 36,000.00	\$ 36,000.00	\$ 54,000.00	\$ 54,000.00
office supplies	\$ 2,270.00	\$ 3,000.00		\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,500.00
advertising	\$ 550.00	\$ 1,000.00		\$ 1,000.00	\$ 1,250.00	\$ 1,250.00	\$ 1,500.00
insurance	\$ 5,175.00	\$ 4,000.00		\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
program costs	\$ 6,800.00	\$ 18,000.00		\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 24,000.00
boat repair	\$ 8,000.00	\$ 7,000.00		\$ 8,000.00	\$ 9,000.00	\$ 10,000.00	\$ 10,000.00
collections	\$ 375.00						
volunteers	\$ 1,850.00			\$ 1,500.00	\$ 2,000.00	\$ 2,000.00	\$ 2,500.00
training	\$ 1,185.00			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,500.00
accounting/bank charges	\$ 825.00						
misc	\$ 895.00	\$ 2,000.00		\$ 2,000.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
equipment purchases	\$ 9,985.00						
Murakami VC outfitting	\$ 9,625.00						
<b>TOTAL</b>	<b>\$ 83,935.00</b>	<b>\$ 71,000.00</b>		<b>\$ 77,500.00</b>	<b>\$ 79,750.00</b>	<b>\$ 98,750.00</b>	<b>\$ 104,500.00</b>

# Revenue

Society	1998	1999	2000	2001	2002	2003	2004
programs/events (note 3)	\$ 22,785.00	\$ 29,000.00		\$ 30,000.00	\$ 31,500.00	\$ 33,000.00	\$ 37,800.00
boat repair (note 4)	\$ 7,830.00	\$ 7,000.00		\$ 10,000.00	\$ 12,000.00	\$ 13,000.00	\$ 13,000.00
memberships (note 5)	\$ 3,830.00	\$ 3,000.00		\$ 3,000.00	\$ 3,500.00	\$ 3,500.00	\$ 4,000.00
gift shop (net profit) (note 6)	\$ 2,260.00	\$ 2,000.00		\$ 2,500.00	\$ 3,000.00	\$ 4,000.00	\$ 5,000.00
donations	\$ 6,995.00	\$ 2,000.00		\$ 3,000.00	\$ 3,300.00	\$ 3,630.00	\$ 4,350.00
site rentals (note 7)	\$ 2,920.00	\$ 1,000.00		\$ 1,300.00	\$ 1,550.00	\$ 1,550.00	\$ 1,550.00
interests/GST recovery	\$ 3,180.00	\$ 4,000.00					
employment grants	\$ 5,945.00	\$ 8,000.00		\$ 8,000.00	\$ 8,000.00	\$ 10,000.00	\$ 10,000.00
casino		\$ 46,000.00		\$ 45,000.00		\$ 50,000.00	
Vanc Found Gr (Murakami)	\$ 20,000.00						
sale of equipment	\$ 2,400.00						
tours (note 8)				\$ 1,500.00	\$ 2,000.00	\$ 2,500.00	\$ 5,000.00
<b>TOTAL</b>	<b>\$ 78,145.00</b>	<b>\$ 102,000.00</b>		<b>\$ 104,300.00</b>	<b>\$ 64,850.00</b>	<b>\$ 121,180.00</b>	<b>\$ 80,700.00</b>

## Notes for financial figures

- Staffing:
  - 2001: one site boss, one half time programmer, 1400 hours customer service attendants
  - 2003: same plus one half time building service worker due to increased visitors & site usage, one part time clerk
  - 2004: programmer and clerk increased to full time due to opening of seine net loft
- Other Staffing:
  - 2001: current society staff person - administrative assistant
  - 2003: addition of a half time person to look after volunteers and gift shop/food services
- Programs/events:
  - 2001: slight increase from Society reported revenue in 1999
  - 2002: 5% increase
  - 2003: 5% increase
  - 2004: 20% increase due to seine net loft opening
- Boat Repairs:
  - 2001: in 1999 the Society generated \$7,000. The 2001 figure of \$10,000 is a conservative estimate based on the fact there will be a site boss overseeing projects, project planning done and some advertising.
  - 2002: another conservative increase due to word of mouth and quality work
  - 2003: increased projects
- Memberships:
  - 2001: same as was received by Society in 1999
  - 2002: increased due to activity on site, increased credibility in community
  - 2003: same plus one half time building service worker due to increased visitors, site usage
  - 2004: increase due to opening of seine net loft
- Gift shop:
  - 2001: \$500 increase over 1999 due to increased visitors, more site specific items, ability to pay by credit card
  - 2002: \$500 increase from more advertising, increased tours, visitors
  - 2003: increase due to addition of coordinator
  - 2004: seine net loft open, increased visitors
- Site rentals:
  - 2001: boatworks rented at \$250/3 hours x 4 rentals per year  
plus Murakami @ \$60/3 hours x 5 rentals peryear due to awareness of availability, increased marketing
  - 2002: addition of one boatworks rental
- Tours:
  - 2001: based on 1500 persons @ \$1 per tour
  - 2002: 2000 persons @ \$1/tour
  - 2003: 2500 persons @ \$1/tour

## Capital Costs

	2000	2001	2002	2003	2004
shipyard building	\$649,500 plus \$29,500 (exterior fabric repair) (note 1)	\$56,000 (shops include installation of heritage equip) (note 2)			
shipyard front dock		\$291,000 plus: \$80,000 (sprinklers) (note 3)			
walkway west of Building #9	\$50,600 (note 1)				
cannery office			\$23,000		
seine net loft			\$150,000 (\$100,000 plus \$50,000 fit out & furnishings)		
Bunkhouse				\$155,000 (\$130,000 code work, plus \$25,000 fit out & furnishings)	
Murchison Houses					\$100,000
Japanese Duplex (completion 2006)		\$27,000 (raise building & put in foundations)			
Longhouse (2007)					
TOTAL VALUE OF WORK	\$729,600	\$374,000 plus \$80,000	\$173,000	\$155,000	\$100,000

### **NOTES FOR CAPITAL FIGURES**

1. shipyard: a savings of approximately \$55,000 will be realized on the shipyard building project by using labour funded through a grant from Human Resources Development Canada (HRDC). This money will be applied to the repair of the west walkway and the repair of the exterior fabric of the shipyard building.
2. savings of approximately \$40,000 using volunteer labour.
3. it is anticipated that through the use of labour funded through HRDC a savings of approximately \$97,000 can be realized.

### **Funding sources for Capital Projects: 2000 - 2004**

2000:

City (Britannia) capital account - \$449,500

Province of British Columbia, Community Spirit Grant - \$200,000

**CNCL-62**

HRDC through the Community Fisheries Development Office workers - value of work: \$80,000;

2001:

City 2001 capital allocation - \$196,000 plus \$80,000 for sprinklers

Fraser River Port Authority Millennium Grant - \$25,000

volunteer labour, possibly HRDC through the Community Fisheries Development Office – value of work: \$73,000

2002:

City 2002 capital allocation - \$173,000

2003:

City 2003 capital allocation - \$155,000

2004:

City 2004 capital allocation - \$100,000

Grants from other levels of government will be applied for as the projects approach. Any grants received will decrease the amount of capital money required.

It is recommended that the City allocate money from the Capital budget on a project basis instead of the past practice of an annual allocation of approximately \$160,000. Since the money is currently in place for the largest capital cost building – the shipyard – this will allow Council and the public to see the accomplishments as the money is allocated with very large allocations needed in any one year.

All revenue realized from filming at the Britannia site goes into the City (Britannia) capital account. It is recommended that this continue at least until the capital projects are completed.

It is recommended that opportunities for additional revenue generation over and above revenue generated by the Society as identified in the plan be explored including revenue from admission charged to the site.

Since the configuration of the site lends itself to exclusive use for special events, it is recommended that a policy be developed to allow for rental of the park for revenue generation purposes.

The Committee recommends that any surplus generated from operating funds of the Society first be allocated to capital projects at the site and then allocated to a special capital reserve to be used for other city heritage projects and that this approach be explored by staff and the Heritage Commission for implementation at all City heritage sites.

## Implementation Strategy

Year	Action	Responsibility
2000	<ul style="list-style-type: none"> <li>• Council to adopt Business Plan and recommendations</li> <li>• Council to appoint Advisory Committee</li> <li>• hire Site Boss</li> <li>• hire half time programmer</li> <li>• develop exhibit plan for shipyard</li> <li>• development plan for west wing and begin implementation</li> <li>• fundraising committee for Chinese Bunkhouse restoration</li> <li>• develop signage plan (directional and on-site)</li> </ul>	<ul style="list-style-type: none"> <li>• Council</li> <li>• Council</li> <li>• staff</li> <li>• staff</li> <li>• staff, BHSAB* &amp; Society</li> <li>• staff &amp; volunteers</li> <li>• BHSAB</li> <li>• BHSAB &amp; staff</li> </ul>
2001	<ul style="list-style-type: none"> <li>• Council approve front dock repair funding and Japanese Duplex foundation in 2001 Capital Plan</li> <li>• project plans for boat repairs</li> <li>• begin research &amp; plan for seine net loft</li> <li>• site furnishings plan</li> <li>• circulation plan in Historic Zone</li> <li>• Kishi boatworks plan</li> <li>• natural environment &amp; park maintenance plan</li> </ul>	<ul style="list-style-type: none"> <li>• Council</li> <li>• staff &amp; volunteers</li> <li>• BHSAB &amp; staff</li> <li>• BHSAB &amp; staff</li> <li>• BHSAB &amp; staff</li> <li>• Society &amp; staff</li> <li>• staff, Parks Dept</li> </ul>
2002	<ul style="list-style-type: none"> <li>• Council approve cannery office stabilization &amp; seine net loft capital funding in 2002 Capital Plan</li> <li>• vessel display and acquisition plan</li> </ul>	<ul style="list-style-type: none"> <li>• Council</li> <li>• BHSAB, Society &amp; staff</li> </ul>

- BHSAB: Britannia Heritage Shipyard Advisory Board



## Appendix A

### History of the Site and Reports Completed

At the turn of the 19<sup>th</sup> century Steveston Channel was a significant commercial centre for the fishing industry along the Fraser River. A salmon canning industry developed along the lower Fraser beginning in the 1870s. The Britannia Cannery was built in 1890 on the north shore of the Fraser River by W.A. Duncan, J. Bachelor & Eli Harrison, then it was sold to the Anglo British Columbia (ABC) Packing Co. in 1892 and enlarged in 1895. In fact, dendrochronological work dates the Native Longhouse and the Murakami House four years before the cannery (1890) near an ancient slough and possible fish camp.

The south arm of the Fraser around the south-west corner of Lulu Island was named "Cannery Channel"; by 1900 there were 15 canneries as well as boat building operations and other services and residential facilities. The commercial fishing and canning industries were established and developed by various ethnic labour forces: Native, then Asian, and then (during internment) European. Each of the fish canning plants on Cannery Row was supported by a community including residences for workers, stores, moorage, boat haul-ups, net mending and drying racks, and boatworks for construction and repairs. These communities were networked by "mainstreets", continuous boardwalks that strung together communities as they wove along the Fraser River's foreshore. The boardwalk at Britannia is of high heritage value today because it encapsulates the way of life along Steveston Channel characterized by the cannery communities.

Multiple factors led to the conversion of The Britannia Cannery into the "Britannia Shipyard" in 1919. Significant decline in the Fraser's sockeye run resulted from a slide that was caused by blasting for a railway in Hell's Gate Canyon. Also, World War I generated demand for non-salmon fishery products leading to decline of the Fraser River fishery.

Britannia Shipyard was owned by ABC Company until 1969 and then operated by the Canadian Fishing Company until 1979. BC Packers bought the site in the early 1980s, and then the site changed to the hands of Triple R Land Corporation later in the 1980s. Triple R Land Corporation was approved for residential tower development on part of the land in 1990, and donated 3.29 hectares to the City of Richmond in the early 1990s for heritage park purposes.

*(Commonwealth Historic Resource Management from the Park Concept Plan 1993)*

After acquiring the site in 1990, City Council adopted a set of principles to guide the future use and development of the Britannia Heritage Site, stipulating that the site should be developed into a waterfront park recognizing the site's historical integrity. The site's primary focus was to be on work boats of the Fraser River and the coastal fisheries. The activities on the site were to be compatible with the adjacent industry and industrial waterfront, community and neighbourhoods. There would be mixed use activities that included public programming.

1990 Council also adopted preservation objectives for Britannia Heritage Site: to preserve the collection of the remaining buildings and natural habitat, to preserve a working waterfront with representative wooden hulled fish boats, and to preserve the skills and knowledge of the boat builders through active boat building apprentices and public programming opportunities.

In July 1991 Council approved an additional principle to those approved in 1990 to govern the Site's development: "that access to the site and building programming by the public be an underlying principle of the park and historic building development on the site."

In December 1991 the Britannia Heritage Shipyard Society became an entity after Council had endorsed in concept a steering committee to guide the masterplan process and explore models and options for a Britannia Society.

In March 1993 the Britannia Development Plan was approved. The Plan emphasized the phased nature of developing Britannia Heritage Shipyard Site and the minimal City funds that were available to begin site restoration. A priority identified in the Plan was building stabilization and the Kishi Boatworks building. The Plan recognized public moorage as a feature that would encourage future visitors to arrive by water and connect to other river attractions.

In September 1994 the Park Master Plan was approved. This plan envisioned the division of the site into several 'program zones' following a phased approach:

- a visitor service and educational zone including the #9 Seine Net Loft, Japanese Duplex Building, Longhouse and Murakami Complex;
- a foreshore zone including the bulkhead and boardwalk, the net rack and the Fraser River red zone;
- an active boat building and shipyard zone including the Kishi Boatworks, cannery office, winch shed, boat yard, boatworks ways and the shipyard;
- a central open space zone; and,
- an historic zone including early houses relocated on piles and the marsh (it was noted that this zone required further study)

In October 1994 an Operating Agreement was signed between Council and the Britannia Heritage Shipyard Society which gave responsibility to the Society for all public programming, and gave joint responsibility for developing an overall development plan to be submitted to Council for approval. The duration of the agreement was for five years, including an option to extend the agreement for an additional five years.

In November 1995 the Historic Zone Study was approved by Council. This plan recommended that this area should eventually include no more than four buildings, two of which are the Murchison houses (currently on site) and that a collections policy be developed for future buildings to include their interpretative focus and possible uses. It further recommended that the zone be "on hold" so as not to divert energy or finances from the restoration and completion of the remainder of the park.

In May 1998 the Steveston Community Industrial Adjustment Study - Feasibility Report was received for information by council. The report proposed that the Britannia site should become a Marine Trades Training Centre, envisioning the Britannia site as not only a self sustaining tourist destination, but also as an opportunity for displaced fisheries workers and displaced workers from other industries to be trained and employed. The study analysed the financial aspects of several activities proposed for the site, including

- paid admissions
- membership program
- boat tours and boat rentals
- programs
- industrial programs - boatbuilding, boat repairs, foundry operations & boat lift operations



- training programs - design program, boatbuilding program
- retail operations - gift shop, parts & pieces store
- food services
- moorage program

Upon Council's recommendation Phase 2 (included a Job Analysis and Building Code Analysis of the site) was carried out. The Job Analysis Report provided further comment on various aspects of the activities outlined above, in particular:

- wooden boat restoration program
- the heritage site
- heritage reconstruction program
- boat tours and rentals

The report recommends that detailed business plans for each program be completed prior to comprehensive job analyses.

In October 1998 a Development Strategy (Building Code Analysis) Report was completed. For each of the buildings on site that have not be upgraded, the report provides a detailed cost breakdown for bringing them up to 1998 building code for various uses. However, the report does not include improvements to the buildings that would facilitate their intended future use.

Several of the buildings on the site have been restored and upgraded. Work programs, sponsored by other levels of government, have contributed to work at the site to raise and restore the two Murchison houses, construct of new moorage floats and ramps, rebuild of marine ways and carriages, cleanup shipyard workshops and construct four small wooden crafts.

As well as the continuous restoration of this site, the Heritage Shipyard Society and staff have been implementing public programs (of which the on-water programs in the wooden boats are most popular), tours and school programs. The Society also built two Fraser River flat bottomed skiffs, and it produced the historic furnishings and exhibits in the Murakami House and garden (for which the City received the "Highest Achievement Award" from the Heritage Society of BC). The Society also co-produced a major exhibit "Unearthed from the Silence", in conjunction with the Richmond Museum and Japanese Canadian National Museum and Archives, which explores the history of the Japanese Canadian community in Steveston from the late 19<sup>th</sup> century to present day, including the 1942 internment. The site features archaeological material found under the Britannia site. In 1998 the first commercial vessel was refitted.

one collector road, 11' Railway Avenue, Tricia Road

Park Road

Murakami Complex

Historic Boardwalk

Net Rack

### Foreshore Sub-Area

- Bulkhead at Boardwalk
- restored bulkhead and boardwalk in historical location
- Net Rack
- possible reconstruction of net rack
- bulkhead reconstruction
- Fraser River "Red Zone"
- important fish habitat
- for future exchange by park plan
- accessible
- Boatways Ways

### Visitor Services and Educational Sub-Area

- Scheme Net Dock Building
- art installation and restoration
- limited access
- Japanese Duplex Building
- program & education center
- classrooms, workshops, art area
- board meeting room
- possible residence facilities
- First Peoples House
- display gallery, small boat
- artifacts
- outdoor parking area
- outdoor parking space
- Murakami Complex
- visitors service
- gift shop, bathroom, project office, information center
- possible outdoor area

B.C. Packers Warehouse

Br

THIS OPTION SHOWS THE  
FRONTS AS THEY ARE NOW. (REMOVED OCT. 23/93)  
WITH A RAMP FROM THE SECOND FLOOR

CNCL-68



## Planning Committee

Date: Tuesday, October 4, 2011

Place: Anderson Room  
Richmond City Hall

Present: Councillor Bill McNulty, Chair  
Councillor Greg Halsey-Brandt, Vice-Chair  
Councillor Linda Barnes  
Councillor Sue Halsey-Brandt  
Councillor Harold Steves  
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 Planning Committee held on Tuesday, September 20, 2011, be adopted as circulated.*

**CARRIED**

### NEXT COMMITTEE MEETING DATE

Tuesday, October 18, 2011, (tentative date) at 4:00 p.m. in the Anderson Room.

### PLANNING & DEVELOPMENT DEPARTMENT

1. **APPLICATION BY CHING-HO CHEN FOR REZONING AT 9500 ALBERTA ROAD FROM SINGLE DETACHED (RS1/F) TO RESIDENTIAL CHILD CARE (RCC)**

(File Ref. No. 12-8060-20-8810, RZ 09-467609) (REDMS No. 3212775)

In response to Committee queries, staff provided information regarding: (i) parking stalls for staff members and parking stalls for parents/guardians; (ii) the allocation of childcare spaces for various age groups; (iii) the recent addition to the Anderson Elementary School indicating the school will be part of the neighbourhood for the foreseeable future; and (iv) two conversations City staff had with Richmond School Board staff during which the school district expressed no concerns with the rezoning application.

## Planning Committee

Tuesday, October 4, 2011

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It was moved and seconded

*That Bylaw No. 8810, for the rezoning of 9500 Alberta Road from "Single Detached (RS1/F)" to "Residential Child Care (RCC)", be introduced and given first reading.*

CARRIED

2. **APPLICATION BY STUDIO ELEMENTAL DESIGN FOR REZONING AT 9220 NO. 3 ROAD FROM LAND USE CONTRACT 078 AND SINGLE DETACHED (RS1/E) TO LOCAL COMMERCIAL (CL)**

(File Ref. No. 12-8060-20-8820/8821, RZ 10-531707) (REDMS No. 3351982)

In response to a query staff advised that animals receiving medical treatment could be boarded at the Richmond Animal Hospital building, but any animals not receiving medical treatment cannot be boarded.

It was moved and seconded

(1) *That Official Community Plan Amendment Bylaw No. 8820, to redesignate 9220 No. 3 Road from "Low-Density Residential" to "Commercial" in the Official Community Plan Specific Land Use Map (Attachment 2 to Schedule 1 of Bylaw No. 7100), be introduced and given first reading.*

(2) *That Bylaw No. 8820, having been considered in conjunction with:*

*(i) the City's Financial Plan and Capital Program;*

*(ii) the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;*

*is hereby deemed to be consistent with said program and plans, in accordance with Section 882(3)(a) of the Local Government Act.*

(3) *That Bylaw No. 8820, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, is hereby deemed not to require any further consultation.*

(4) *That the provisions of "Land Use Contract 078" be discharged from the southern portion of 9220 No. 3 Road and that Bylaw No. 8821, to amend the "Local Commercial (CL)" zoning district and rezone 9220 No. 3 Road from "Land Use Contract 078" and "Single Detached (RS1/E)" to "Local Commercial (CL)", be introduced and given first reading.*

CARRIED

3. **MANAGER'S REPORT**

None.

## Planning Committee

Tuesday, October 4, 2011

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### ADJOURNMENT

It was moved and seconded

*That the meeting adjourn (4:07 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, October 4, 2011.

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Councillor Bill McNulty  
Chair

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Sheila Johnston  
Committee Clerk





## Council/Board Liaison Committee Public Minutes

**Wednesday, September 21, 2011  
11:00 a.m.**

**School District Administration Offices  
4<sup>th</sup> Floor Conference Room**

**Present:** Trustee Debbie Tablotney, Chair  
Councillor Linda Barnes  
Councillor Greg Halsey-Brandt

**Also Present:** Trustee Donna Sargent  
M. Pamer, Superintendent of Schools, SD 38\*\*  
M. De Mello, Secretary Treasurer, SD 38  
D. Semple, General Manager, Parks and Recreation, COR  
K. Littlewood, Executive Assistant, SD 38

**Regrets:** Trustee Linda McPhail  
V. Jacques, A/Director, Recreation and Cultural Services, COR

\*\* joined the meeting in progress

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**Call to Order:** The Chair called the meeting to order at 11:00 am.

**1. ADOPTION OF AGENDA**

It was moved and seconded

**That the agenda for the meeting of Wednesday, September 21, 2011  
be approved as presented.**

**2. MINUTES**

It was moved and seconded

**That the minutes of the meeting of the Council/Board Liaison  
Committee held on Thursday, May 18, 2011 be adopted as circulated.**

**3. STANDING ITEMS**

**3.1 Joint School District / City Management Committee**

- Mr. Semple advised on attendees at the meeting held on September 8, 2011.
- Ongoing meetings will take place to discuss rising issues that include City Centre development and updates, potential land issues, the Civic Precinct move and additional parking for SD 38.
- Joint signage and use of space as a combined Civic Precinct was noted.
- Staffs working together on Capital projects, Woodward school and playground and park site was discussed.



- Trustees had questions on CCAP and Capstan Station. The presentation by Terry Crowe was noted. There was discussion on potential school building sites in the area.
- The District has hired an external consultant, Colliers International, to review district demographics.

Superintendent Parmer joined the meeting.

- Trustees asked about short term plans for the Civic Precinct. The City advised there will be occupancy through January 2012 and Council will consider options soon. City staff is investigating potential uses for the Civic Precinct.
- The City advised the district on market rentals at the Riverport complex, and asked about potential students in the area. The Secretary Treasurer advised that space at the catchment schools for this development is adequate. Walk limits and safe walking zones were noted and would require busing students to local schools.
- Trustees advised that correspondence has not been received on this development. The Board would appreciate hearing about these developments from the City even if they are below the 50 student limit.
- Council had questions on the Capstan Way development and a potential school site for the area. The Board advised that staffs were meeting to discuss a potential school site. The Secretary Treasurer advised that demographic research will determine where the demand for a new site will be. Planning staff are constantly working with the school district to look for a potential site.
- The City asked about surplus funding in the district and noted coordinated work is being discussed at the staff level. The Secretary Treasurer indicated that projects being considered are infrastructure projects. Energy and retrofit projects at shared sites were noted, in particular, Tomsett Elementary.

### **3.2 PROGRAMS**

- There is no report as the committee has not met since the last meeting.
- Councillor Barnes asked that a Neighbourhoods of Learning Centre (NLC) update be discussed at the next Programs meeting and Council Board Liaison Committee meeting.

### **3.3 School Planning and Construction Schedule**

- The Secretary Treasurer advised the district's focus has been on Full Day Kindergarten.
- All FDK modular units with the exception of Hamilton have been opened. Hamilton will be complete by month end.
- City and district staffs have worked well together to complete the projects.

### **3.4 Traffic Safety Advisory Committee**

- The minutes from May, June and July, 2011 were received for information.
- The District noted the sidewalks along Granville at MacNeill have now been put in and thanked the City.
- The City advised the Traffic Safety Advisory Committee would like to have a district parent representative sit on the committee.

## **4. BUSINESS ARISING & NEW BUSINESS**

### **4.1 Richmond Community Garden Expansion**

- The Secretary Treasurer advised an agreement has now been completed.

- Trustees and Council would like to see the Memorandum of Understanding distributed to the Council Board Liaison Committee.
- The Community Garden Expansion and the management of the organization was discussed. The City manages the volunteer organization that runs the service; the District's contract is with the City.
- There was discussion on the Memorandum of Understanding for Brighthouse Elementary.

#### **4.2 Wellness Opportunities – Joint Use**

- The General Manager, Parks and Recreation advised there is a 15% corporate reduction rate at the Oval that City and District staff can take advantage of. Discounts at Community Centres are more complicated due to their size and security issues but there are ongoing discussions in this regard.
- Trustees thanked the City for the work being undertaken on this issue.

#### **4.3 District Literacy Plan**

- The Superintendent provided background on the District Literacy Plan and the goals for this year.
- The Neighbourhood Learning Centre and community input and benefits were noted.
- Comments were made on the NLC being the first of its kind in the province.
- There was discussion on the information on the NLC being provided to City Council.

#### **4.4 Courtesy Riders Report**

- The Secretary Treasurer advised the report on transportation of students was provided for information.
- Councillors had questions on busing special needs students and main stream students.
- There was discussion on Translink routes and community shuttle buses.

#### **4.5 Hamilton Community Centre Operating Agreement Revision Update**

- The Secretary Treasurer advised there has not been much progress in this area. The District was to take the agreement to the Unions. The Secretary Treasurer will take over this project since the Manager of Facilities has retired from the School District.
- There was discussion on review of the agreement by the Board. The Secretary Treasurer advised he is sending the updated version to legal advisors and the Union for their input. A copy of the draft agreement is to go to the Board.
- In follow up to an item from the minutes of May 18, 2011, Trustee Sargent advised she attended 2 meetings of the RCSAC and reported on those meetings to the Board. Currently there is not a school district representative on the committee and Trustee Sargent will contact other trustees for representation on the committee.

### **5. NEXT MEETING**

- The next meeting is scheduled for Wednesday, January 18, 2012, 9:00 am at City Hall.

### **6. ADJOURNMENT**

- Meeting adjourned at 12:13 pm



**MayorandCouncillors**

From: Roland [rahoegler@shaw.ca]  
 Sent: October 5, 2011 3:48 PM  
 To: CityClerk  
 Cc: MayorandCouncillors  
 Subject: Council Meeting Oct .11 , 2011 Smart Meters  
 Categories: 01-0105-01 - Committees - Council - General, 01-0150-20-BCHY1 - BC Hydro

**My Submission for the Tuesday Oct 11 2011 Council Meeting**

To:

Richmond Council  
 Council Meeting Tuesday Oct .11 , 2011

**Re: Smart Meters**

As we speak, BC Hydro is in the process of replacing the classic analog electric meters with the highly- touted " Smart Meter". Apparently the City of Richmond was chosen as one of the first Local Gov'ts in BC to have these Smart Meters devices installed.

This begets the question of " *Why Richmond ?* " .

One could postulate a few possibilities

- that Council supported Smart meters , given Richmond Council has many promoted " Green " Initiatives
- that BC Hydro felt Richmond Citizens would be passive, compliant and malleable " guineau pigs" and that Richmond Council would not register any protest .

There is an enormous amount of information available re: Smart Meters.

However, the overwhelming amount of the available information suggest not only that Smart Meters are not " Green " aka do not result in any significant energy conservation or savings to the Consumer,..... but in fact, the SmartMeter can be best summarized as a ticking time bomb with a vast array of negative , if not deadly impacts on people health , safety and privacy.

The literature submitted by BC Hydro to support Smart Meters is in fact deceiving, and appears to be regurgitated propaganda from the snake- oil salesman that have travelled the world and co-opted various utility companies, both public and private, to subject their clients to these ticking time bombs aka Smart Meters.

However, unlike many Utility companies elsewhere BC Hydro is owned by the the BC Public, has approx. 6000 employees , so I find it rather unseemly that these Public Servants and a few dozen MLA's are imposing this Smart Meter initiative onto 4 million BC citizens and in fact still praising it as in our best interests .

Given that Smart meters have been imposed in other jurisdictions throughout the world, enough evidence has been gathered to forewarn BC citizens, starting in our own City of Richmond

How about some FACTS (below) ...no more BC Hydro propaganda.

**California STOPS Smart Meters unless owner gives permission****CPUC President Michael Peevey issues ruling on Smart Meter delay programs**

<http://burbankaction.wordpress.com/2011/09/22/cpuc-president-michael-peevey-issues-ruling-on-smart-meter-delay-programs/>

So now, according to Mr. Peevey's ruling, by Monday, September 26, 2011, SCE, PG&E and SDG&E (also called IOUs) must now meet certain requirements in their delay programs. Here is an excerpt from his ruling (and we've **bold-faced** certain words):

IT IS RULED that no later than three business days after the mailing date of this Assigned Commissioner's Ruling, Pacific Gas and Electric Company, Southern California Edison Company, and San Diego Gas & Electric Company shall include the following requirements as part of their procedures for customers who currently have analog meters and wish to delay installation of a smart meter:

1. The investor-owned utility (IOU) shall provide information on its website that if a customer currently has an analog meter, the customer may request a delay in the installation of a smart meter. The information shall include instructions for how the customer may make such a request.
2. The IOU shall provide the customer sufficient advance notice that a smart meter will be installed so that the customer may request that installation be delayed.

**CNCL-77**

10/06/2011

3. Any customer who currently has an analog meter and requests a delay in the installation of a smart meter **shall be placed immediately** on a "delay list."

4. Once a customer has been placed on the delay list, **a smart meter shall not be installed** at the customer's location unless:

a. The customer contacts the IOU and requests that he/she be removed from the delay list; or

b. The IOU sends a letter to the Commission's Executive Director for authority to install a smart meter at the customer's location. A copy of that letter shall also be sent to the affected customer. The IOU must receive written authorization from the Executive Director before installing a smart meter at any customer account on the IOU's delay list.

To read the entire ruling, go here: <http://docs.cpuc.ca.gov/eFile/RULINGS/143742.htm>, or here: <http://docs.cpuc.ca.gov/eFile/RULINGS/143742.pdf>

\*\*\*\* *It should be duly noted that CALIFORNIA was the first U.S. state to impliment the SMART METER Program*\*\*\*\*

*Question.....do we ignore the lessons CALIFORNIA has learned from its own citizens ?*

## **COST SAVINGS ?**

[http://www.ct.gov/ag/lib/ag/press\\_releases/2011/020811clpmeters.pdf](http://www.ct.gov/ag/lib/ag/press_releases/2011/020811clpmeters.pdf)

### **JEPSEN URGES STATE REGULATORS TO REJECT CL&P'S PLAN TO REPLACE ELECTRIC METERS**

*For Immediate Release* TUESDAY FEB. 8, 2011

HARTFORD – Connecticut Light & Power Co.'s plan to replace existing electric meters with advanced technology would be very expensive and would not save enough electricity for its 1.2 million customers to justify the expense, Attorney General George Jepsen said Tuesday.

Jepsen made the comments in a brief filed Tuesday with the state Department of Public Utility Control, which is reviewing CL&P's request to replace all existing meters with "advanced meter infrastructure." The company also asked regulators to guarantee that the company will be allowed to recover its full cost of installation before the department actually evaluates what the costs actually were and whether those costs were reasonable.

"CL&P's proposal would force the company's ratepayers to spend at least \$500 million on new meters that are likely to provide few benefits in return," Jepsen said. He urged the regulators to "continue to evaluate emerging meter system technologies as well as other conservation programs" and only approve installation of the advanced meters when they are cost effective.

To evaluate the technical capabilities and reliability of the advanced metering system, state regulators previously approved a limited study of 10,000 meters. Between June 1 and Aug. 31, 2009, CL&P tested the meters on 1,251 residential and 1,186 small commercial and industrial customers, who volunteered and were paid for their participation in the study. The company reported its results to the DPUC on Feb. 25, 2010.

"The pilot results showed no beneficial impact on total energy usage," Jepsen said. "And, the savings that were seen in the pilot were limited to certain types of customers and would be far outweighed by the cost of installing the new meter systems," he said.

Also, the existing meters, installed between 1994 and 2005, have a useful life of 20 years and replacing them early would incur additional costs for customers, Jepsen said.

Assistant Attorneys General Michael C. Wertheimer and John S. Wright are representing Jepsen before the DPUC.

###

CONTACT: Susan E. Kinsman, [susan.kinsman@ct.gov](mailto:susan.kinsman@ct.gov); 860-808-5324; 860-478-9581 (cell)



**COMMENT:**

It should be duly noted that unless Smart Meters bypass the basic Laws of Physics, they inherently CONSUME power 24/7/365 as they collect and transmit data, to collectors approx. one mile away.

Who pays for this additional power 24/7/365 .....that the analog meters never required?

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## Health Affects

A percentage of the population is inherently sensitive to RF and EMF ,and moreso young children

PET OWNERS should also be concerned as Pets have shown to be particularly sensitive to Smart Meters radiation

The signals from Smart Meters have numerous effects to health, attacking the body at the cellular level.

They are deemed by one expert as a " *public invasion of your biology*".

## **Transmitting Smart Meters Pose A Serious Threat To Public Health**

<http://www.electricalpollution.com/smartmeters.html>

### **QUOTE:**

Taking the steps on the Solutions page can help alleviate symptoms being caused by the meters. Meters could be properly engineered so that they would not be highly electrically polluting. Whether deliberate or inadvertent, studies are finding high frequencies on building wiring is related to a host of health problems. Milham and Morgan found a dose-response relationship between high frequencies present on building wiring and cancer. Removing high frequencies on building wiring has improved MS symptoms, blood sugar levels, asthma, sleep quality, teacher health, headaches, ADD, and numerous other health problems

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## Privacy Concerns

Numerous concerns be various a parties that the information transmitted by the Smart Meters can be hacked by 3rd parties, allowing them to determine vacancy of a given premises ie burglary.

Smart Meters are apparently designed to detect time of useage and distinguish between various appliances ie a blowdryer, refrigerator, hood fan, etc. ie electronic fingerprint.

Such data / information can be collected and submitted to outside parties ie marketing companies etc

## **(2) Excellent videos (below) on Health Effects and Privacy Concerns**

### **Smart Meter Radiation Dangers Dark Side**

#### **Part 1**

<http://www.youtube.com/watch?>



[v=ZVRCUjeY4Z0&feature=results\\_video&playnext=1&list=PL4879B49E19A4F968](http://www.youtube.com/watch?v=ZVRCUjeY4Z0&feature=results_video&playnext=1&list=PL4879B49E19A4F968)

#### Part 2

[http://www.youtube.com/watch?v=MKgkEVY-al8&feature=results\\_video&playnext=1&list=PL4879B49E19A4F968](http://www.youtube.com/watch?v=MKgkEVY-al8&feature=results_video&playnext=1&list=PL4879B49E19A4F968)

#### Part 3

[http://www.youtube.com/watch?v=Y-b2ZqtW1v4&feature=results\\_video&playnext=1&list=PL4879B49E19A4F968](http://www.youtube.com/watch?v=Y-b2ZqtW1v4&feature=results_video&playnext=1&list=PL4879B49E19A4F968)

### Death By Smart Meter

#### Part 1

<http://www.youtube.com/watch?v=sKoiFJFRy0M>

#### Part 2

<http://www.youtube.com/watch?v=cK67pYmquD8>

## Safety Concerns

[http://emfsafetynetwork.org/?page\\_id=1280](http://emfsafetynetwork.org/?page_id=1280) \*\*\*\*\*NUMEROUS EXAMPLES\*\*\*\*\*

### **Wireless Smart Meters and Potential for Electrical Fires**

Commentary by Cindy Sage, Sage Associates and James J. Biergiel, EMF Electrical Consultant July 2010

**Typical gauge electrical wiring that provides electricity to buildings (60 Hz power) is not constructed or intended to carry high frequency harmonics that are increasingly present on normal electrical wiring. The exponential increase in use of appliances, variable speed motors, office and computer equipment and wireless technologies has greatly increased these harmonics in community electrical grids and the buildings they serve with electricity. Harmonics are higher frequencies than 60 Hz that carry more energy, and ride along on the electrical wiring in bursts. Radio frequency (RF) is an unintentional by-product on this electrical wiring.**

It may be contributing to electrical fires where there is a weak spot (older wiring, undersized neutrals for the electrical load, poor grounding, use of aluminum conductors, etc.). The use of smart meters will place an entirely new and significantly increased burden on existing electrical wiring because of the very short, very high intensity wireless emissions (radio frequency bursts) that the meters produce to signal the utility about energy usage.

There have now been electrical fires reported where smart meters have been installed in several counties in California, in Alabama, and in other countries like New Zealand. Reports detail that the meters themselves can smoke, smolder and catch fire, they can explode, or they can simply create overcurrent conditions on the electrical circuits.

Electrical wiring is not sized for the amount of energy that radio frequency and microwave radiation. These unintended signals that can come from new wireless sources of many kinds are particularly a worry for the new smart meters that produce very high intensity radio frequency energy in short bursts. Electrical fires are likely to be a potential problem.

Electrical wiring was never intended to carry this – what amounts to an RF pollutant – on the wiring. The higher the frequency, the greater the energy contained. It's not the voltage, but it is the current that matters. RF harmonics on electrical systems can come from computers, printers, FAX machines, electronic ballasts and other sources like variable speed motors and appliances that distort the normal, smooth 60 hertz sine wave of electrical power and put

bursts of higher energy RF onto the wiring.

Wireless smart meters don't intentionally use the electrical system to send their RF signal back to the utility (to report energy usage, etc). But, when the wireless signal is produced in the meter... it boomerangs around on all the conductive components and can be coupled onto the wiring, water and gas lines, etc. where it can be carried to other parts of the residence or building.

It is an over-current condition on the wiring. It produces heat where the neutral cannot properly handle it. The location of the fire does NOT have to be in close proximity to the main electrical panel where the smart meter is installed.

A forensic team investigating any electrical fire should now be looking for connections to smart meters as a possible contributing factor to fires. Every electrical fire should be investigated for the presence of smart meter installation.

Were smart meters installed anywhere in the main electrical panel for this building? For fires that are 'unexplained' or termed electrical in nature, fire inspectors should check whether smart meters were installed within the last year or so at the main panel serving the buildings. They should question contractors and electricians who may have observed damage from the fire such as damage along a neutral, melted aluminum conductor or other evidence that would imply an overcurrent condition. They should also look for a scorched or burned smart meter, or burn or smoke damage to the area around the smart meter. Problems may be seen immediately, with a smart meter smoking or exploding. Or, it may be months before the right conditions prevail and a neutral circuit overloads and causes a fire. The fire may or may not be right at the smart meter. Some questions that should be asked include:

Were smart meters installed in the main electrical panel for this building? Problems may be seen immediately, with a smart meter smoking or exploding. Or, it may be months before the right conditions prevail and a neutral circuit overloads and causes a fire. The fire may or may not be at the smart meter.

Any smart meter installed in a main panel might start an electrical fire in that building; it would not be necessary for the unit itself to have a smart meter. The RF emissions from any smart meter in the main panel might trigger an electrical fire at any location in the building served by this main panel because harmonics can and will travel anywhere on electrical wiring of that building.

Is there damage at the smart meter itself (burning, scorching, explosion)?

Was there fire damage, a source, or a suspicious area around the neutral where it connected to the main panel or at the breaker panel?

Was the damage around a lug at a connection on the neutral conductor in the attic at Xanadu? Was there any indication of heating or scorching or other thermal damage around the neutral in the area of the fire?

Was aluminum conductor present? Aluminum conductors that were installed in the '70s are today recognized as more of a problem for heating than copper wire. Was the aluminum, if present, showing heat damage or melting?

Even before smart meters were being installed widely in California, people who know something about EMF and RF were expressing concerns that this kind of thing would likely happen (electrical fires due to overcurrent condition from RF signal). What is already postulated, and of concern, is that the rising use of equipment that put RF harmonics onto the electrical wiring of buildings may overload that wiring. Faulty wiring, faulty grounding or over-burdened electrical wiring may be unable to take the additional energy load.

**Comment:** How much of this will we experience in Richmond ?

Too many variables given the huge diversity in currently established homes etc.

Power companies appear notorious for blaming the victim (client) shortly after Smart Meters are installed and problems arise.

This BC HYDRO e-mail was recieved from a family friend

----- Original Message -----

**From:** Smart Meters

**To:** XXXXXX

**Sent:** Tuesday, October 04, 2011 8:49 PM

**Subject:** RE: smartmeters

Dear XXXXXXXX

We do not have an opt out option. BC Hydro is committed to working with you to understand your specific concerns. The options available to you will depend on your individual concerns and circumstances. In addition, the costs associated with customization will also vary depending on your unique circumstances.

At this time, your concerns have been noted on your account for the address XXXXXXXXXXXX Richmond BC and a smart meter will not be installed until we have communicated with you further.

The decision to move forward with the Smart Metering Program was based on a thorough evaluation of the technology and options available, extensive discussions with other utilities, and the incorporation of those lessons into our program.

**For the address you stated below – XXXXXXXX Richmond**, our records indicate you are not the customer of record for this premise. In accordance with the British Columbia *Freedom of Information and Protection of Privacy Act* we can only engage with the account holder.

BC Hydro is committed to providing accurate and timely information about the Smart Metering Program, and all current information about the Smart Metering Program, including the business case, can be found at [bchydro.com/smartmeters](http://bchydro.com/smartmeters)

Please do not hesitate to contact us further if you have any other questions.

Sincerely,

**Smart Metering Specialist Team**

Smart Metering and Infrastructure Program

BC Hydro P: 1-800-224-9376

email: [smartmeters@bchydro.com](mailto:smartmeters@bchydro.com)

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## LEGAL LIABILITIES

I would also like to cite a portion of the Local Gov't Act

[http://www.bclaws.ca/EPLibraries/bclaws\\_new/document/ID/freeside/96323\\_19](http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/freeside/96323_19)

**CNCL-82**

10/06/2011

## Division 3 — Fire Protection

### Special fire protection powers

**522** (1) Subject to the *Fire Services Act* and the regulations under it, a board may, by bylaw, do one or more of the following:

(a) authorize the fire chief to

(i) enter on property and inspect premises for conditions that may cause a fire, increase the danger of a fire or increase the danger to persons or property from a fire,

### **COMMENT:**

If the Smart Meter become a quantified fire hazard, AS HAS BEEN THE EXPERIENCE ELSEWHERE (OTHER COUNTRIES ) beyond normal probabilities, does this not imply the City of Richmond, under the Act, may be legally obligated to order their removal , or perhaps be held legally liable ?

## BC Public Health Act

[http://www.bclaws.ca/EPLibraries/bclaws\\_new/document/ID/freeside/00\\_08028\\_01#part6\\_division6](http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/freeside/00_08028_01#part6_division6)

## Division 6 — Local Governments

### Role of local government

**83** (1) A local government must do all of the following:

(a) if the local government becomes aware of a health hazard or health impediment within its jurisdiction, take an action required by a regulation made under section 120 (1) (a) [*regulations respecting local governments*], or, if no regulation applies, either

(i) report the health hazard or health impediment to a health officer, or

(ii) take an action the local government has authority to take under this or another enactment to respond to the health hazard or health impediment;

(b) provide health officers with information the health officers require to exercise their powers and perform their duties under this Act;

(c) consider advice or other information provided to the local government by a health officer.

### **COMMENT:**

**AGAIN, .....** If the Smart Meter become a quantified health hazard, AS HAS BEEN THE EXPERIENCE ELSEWHERE (OTHER COUNTRIES ) beyond normal probabilities,..... does this not imply the City of Richmond may be legally obligated to Report the matter to the appropriate authorities , order their removal , or again perhaps the City be subject to possible litigation ?

## Finally

### **France Bans Cell Phones in Primary Schools**

<http://electromagnetichealth.org/electromagnetic-health-blog/france-bans-cell-phones-in-primary-schools/>

While Jouanna contends there has been no conclusion drawn regarding risks from antennas, as distinguished from cell phones, [ElectromagneticHealth.org](http://ElectromagneticHealth.org) calls your attention to research included in "Public Health SOS: The Shadow Side of the Wireless Revolution" from Santini 2001, La Presse Medical. The research outlines symptoms of people in the vicinity of cellular phone base stations. See "Frequency of Electro-Hypersensitivity Symptoms Based on Distance to Cell Phone Base Station".

Symptoms attributed to the proximity to cell phone bases stations in the Santini study included: fatigue, sleep disturbances, headaches, feelings of discomfort, difficulty concentrating, depression, memory loss, visual disruptions, irritability, hearing disruptions, skin problems, cardiovascular changes, dizziness, loss of appetite, movement difficulties and nausea.

#### **COMMENT :**

It appears that many parts of the world are now stepping back and reviewing the entire issue of RF and EMF pollution, whether it be Cell Phones, 'Wi Fi. etc etc.

=====

#### **In Summary;**

I think the evidence is quite clear that the Smart Meter experience is creating public revolts within various global jurisdictions whereby the various Utility companies have tried to impose the Smart Meter devices under the false god of "Go Green", and in doing so, willing to risk the Health, Safety and Privacy of their very own clients.

The City of Richmond has promoted itself as a disciple of the "Go -Green" agendas, with such things as Tree Bylaws, Pesticide Bylaws, Soil Bylaws etc. etc.

However, just because we can't *hear, ..see, ..taste, smell or touch* RF and EMF does not mean it does not exist, but perhaps this makes it the most insidious type of environmental pollution, and I stress that word **P-O-L-L-U-T-I-O-N**.

We are at a juncture here where we can all send a strong UNITED message to the small minority of vested interests that ultimately gains from this insidious Big Brother device. aka Richmond citizens are not " BC Hydro Guinea Pigs " .

## " SMART METERS ?

## NOT on MY property .....and NOT in MY City

Regards

Roland Hoegler

6560 #4RD

Richmond BC



**MayorandCouncillors**

---

**From:** Roland [rahoegler@shaw.ca]  
**Sent:** October 5, 2011 3:52 PM  
**To:** CityClerk  
**Cc:** MayorandCouncillors  
**Subject:** Fw: Smart Meter Program  
**Categories:** 01-0105-01 - Committees - Council - General, 01-0150-20-BCHY1 - BC Hydro

Please add this (Photo) to the Tuesday OCT 11 , 2011 Council Meeting agenda

RAH

----- Original Message -----

**From:** Smart Meters  
**To:** Roland  
**Sent:** Tuesday, September 20, 2011 12:21 PM  
**Subject:** FW: Smart Meter Program

Dear Mr. Hoegler,

Thank you for confirming your address.

Please see below a map showing three green stars where the nearest collectors will be located.

Collectors are spread out in a region and are located on service poles 18 to 24 feet above ground. Each collector typically covers a large area over several blocks.

Sincerely,

Smart Metering Specialist Team





CNCL-86

10/07/2011

# **Solidify Opposition to the Proposed YVR Fuel Delivery Project**

Presentation to Richmond City Council  
October 11, 2011

# Project Summary:

- Barges and tankers full of jet fuel in the Fraser River estuary. **High Risk**
- Unload and store 80 million litres of jet fuel next to existing residences and the RiverPort entertainment area. **High Risk**
- Trans-Richmond jet fuel pipeline to YVR through established residential neighbourhoods. **Lower Risk**

# Project Risk Mitigation:

- Route the pipeline along transportation corridors away from residential areas.
- Eliminate tankers and barges loaded with jet fuel from the Fraser River.
- Eliminate the jet fuel unloading and storage facility.

# City's Position to Date:

- Opposed to the proposed project.
  - Basis and depth of opposition is not clear.
- Caveats set the stage for:  
"Don't blame us we tried".

# Suggested Strategy:

- Refine and articulate opposition to the project.
- Add two community opinion referendum questions to this fall's civic elections to address the high risk parts of the proposed project.



# Suggested Community Opinion Referendum Questions:

- Do you favour the transportation of bulk quantities of jet fuel by barge and large tankers in the Fraser River?
- Do you favour the unloading and storage of 80 million litres of jet fuel in Richmond on the banks of the Fraser River next to residences and the RiverPort entertainment area?

# Next Steps?:

- Use the results to aggressively sell the City of Richmond's position to senior levels of government tasked with approving or not approving the proposed project.
- Urge the proponent to propose a modified project that eliminates tanker and barge traffic as well as the unloading and storage facility.





# City of Richmond

## Bylaw 8815

### Housing Agreement (1880 No. 4 Road and 10071, 10091, 10111, 10131, 10151, 10311 River Drive) Bylaw No. 8815

The Council of the City of Richmond enacts as follows:

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

No PID      LOT 2 SECTIONS 14 AND 23 BLOCK 5 NORTH  
RANGE 6 WEST NWD PLAN EPP \_\_\_\_\_

2. This Bylaw is cited as "'Housing Agreement (1880 No. 4 Road and 10071, 10091, 10111, 10131, 10151, 10311 River Drive) Bylaw No. 8815'".

FIRST READING

SEP 26 2011

SECOND READING

SEP 26 2011

THIRD READING

SEP 26 2011

ADOPTED



\_\_\_\_\_  
MAYOR

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

Schedule A

To Housing Agreement (1880 No. 4 Road and 10071, 10091, 10111, 10131, 10151, 10311 River Drive) Bylaw No. 8815

HOUSING AGREEMENT BETWEEN ORIS DEVELOPMENTS (RIVER DRIVE) CORP.  
AND CITY OF RICHMOND IN RELATION TO 1880 NO. 4 ROAD AND 10071, 10091,  
10111, 10131, 10151, 10311 RIVER DRIVE

**HOUSING AGREEMENT**  
(Section 905 *Local Government Act*)

**THIS AGREEMENT** is dated for reference the 1st day of September, 2011.

**BETWEEN:**

**ORIS DEVELOPMENTS (RIVER DRIVE) CORP.**  
(Inc. No. BC0793399)

a company duly incorporated under the laws of the Province of British Columbia and having its offices at 2010-1055 West Georgia Street  
Vancouver BC V6E 3P3

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

**AND:**

**CITY OF RICHMOND**

a municipal corporation pursuant to the *Local Government Act* and having its offices at 6911 No. 3 Road, Richmond, British Columbia, V6Y 2C1

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

**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;
- B. The Owner is the registered owner of the Lands (as hereinafter defined);
- C. As a condition of approving Rezoning Application RZ 07-380169 to rezone the Lands, the Owner is required to register the City's standard Housing Agreement to secure at least sixty-five (65) Affordable Housing Units (as hereinafter defined) being constructed on the Lands; and



- D. The Owner and the City wish to enter into this Agreement (as hereinafter defined) to provide the Affordable Housing Units (as hereinafter defined) on the terms and conditions set out in this Agreement.

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) **"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;
- (e) **"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;
- (f) **"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;
- (g) **"Eligible Tenant"** means a Family having a cumulative annual income of:
  - (i) in respect to a bachelor unit, \$31,500 or less;
  - (ii) in respect to a one bedroom unit, \$35,000 or less;

- (iii) in respect to a two bedroom unit, \$42,500 or less; or
- (iv) in respect to a three or more bedroom unit, \$51,000 or less

provided that, commencing July 1, 2010, 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 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 an Eligible Tenant's permitted income in any particular year shall be final and conclusive;

- (h) **"Family"** means:
  - (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
- (i) **"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 the \_\_\_\_ day of \_\_\_\_, 2011 under number \_\_\_\_\_;
- (j) **"Interpretation Act"** means the *Interpretation Act*, R.S.B.C. 1996, Chapter 238;
- (k) **"Land Title Act"** means the *Land Title Act*, R.S.B.C. 1996, Chapter 250;
- (l) **"Lands"** means the following lands and premises situate in the City of Richmond and any part, including a building or a portion of a building, into which said land is Subdivided:  
  
 No PID  
 Lot 2 Sections 14 and 23 Block 5 North Range 6 West New Westminster District  
 Plan EPP \_\_\_\_\_
- (m) **"Local Government Act"** means the *Local Government Act*, R.S.B.C. 1996, Chapter 323;
- (n) **"LTO"** means the New Westminster Land Title Office or its successor;

- (o) **"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;
- (p) **"Permitted Rent"** means no greater than:
  - (i) \$788.00 a month for a bachelor unit;
  - (ii) \$875.00 a month for a one bedroom unit;
  - (iii) \$1,063.00 a month for a two bedroom unit; and
  - (iv) \$1,275.00 a month for a three (or more) bedroom unit,

provided that, commencing July 1, 2010, 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;

- (q) **"Real Estate Development Marketing Act"** means the *Real Estate Development Marketing Act*, S.B.C. 2004, Chapter 41;
- (r) **"Residential Tenancy Act"** means the *Residential Tenancy Act*, S.B.C. 2002, Chapter 78;
- (s) **"Strata Property Act"** means *Strata Property Act* S.B.C. 1998, Chapter 43;
- (t) **"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*;
- (u) **"Tenancy Agreement"** means a tenancy agreement, lease, license or other agreement granting rights to occupy an Affordable Housing Unit; and
- (v) **"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 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 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 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.

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.
- 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 ten (10) 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 five (5) 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 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 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 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**

The Owner will indemnify, protect and save harmless the City and each of its elected officials, officers, directors, and agents, and their heirs, executors, administrators, personal representatives, successors and assigns, 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:

- (a) 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.

## 7.5 **Release**

The Owner hereby releases and forever discharges the City and each of its elected officials, officers, directors, and agents, and its and their heirs, executors, administrators,

personal representatives, successors and assigns, 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;
- (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.

#### 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 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.

#### **7.20 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.



**7.21 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.

**7.22 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.

**7.23 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.

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

**ORIS DEVELOPMENTS (RIVER DRIVE) CORP.**  
by its authorized signatories:

Per: \_\_\_\_\_

Per: \_\_\_\_\_

**CITY OF RICHMOND**  
by its authorized signatories:

Per: \_\_\_\_\_

\_\_\_\_\_

CITY OF RICHMOND
APPROVED for content by originating dept.
APPROVED for legality by Solicitor
DATE OF COUNCIL APPROVAL

## Appendix A to the Housing Agreement

### STATUTORY DECLARATION

CANADA	)	IN THE MATTER OF A
	)	HOUSING AGREEMENT WITH
PROVINCE OF BRITISH COLUMBIA	)	THE CITY OF RICHMOND
	)	("Housing Agreement")

TO WIT:

I, \_\_\_\_\_ of \_\_\_\_\_, British Columbia, do solemnly declare that:

1. I am the owner or authorized signatory of the owner of \_\_\_\_\_ (the "Affordable Housing Unit"), and make this declaration to the best of my personal knowledge.
2. This declaration is made pursuant to the Housing Agreement in respect of the Affordable Housing Unit.
3. For the period from \_\_\_\_\_ to \_\_\_\_\_ the Affordable Housing Unit was occupied only by the Eligible Tenants (as defined in the Housing Agreement) whose names and current addresses and whose employer's names and current addresses appear below:

[Names, addresses and phone numbers of Eligible Tenants *and their employer(s)*]:

4. The rent charged each month for the Affordable Housing Unit is as follows:
  - (a) the monthly rent on the date 365 days before this date of this statutory declaration: \$ \_\_\_\_\_ per month;
  - (b) the rent on the date of this statutory declaration: \$ \_\_\_\_\_; and
  - (c) the proposed or actual rent that will be payable on the date that is 90 days after the date of this statutory declaration: \$ \_\_\_\_\_.
5. I acknowledge and agree to comply with the Owner's obligations under the Housing Agreement, and other charges in favour of the City noted or registered in the Land Title



### PRIORITY AGREEMENT

In respect to a Housing Agreement (the "Housing Agreement") made pursuant to section 905 of the of the *Local Government Act* between the City of Richmond and **ORIS DEVELOPMENTS (RIVER DRIVE) CORP.** in respect to the lands and premises legally known and described as No PID Lot 2 Sections 14 and 23 Block 5 North Range 6 West New Westminster District Plan EPP\_\_\_\_\_ (the "Lands").

**BANK OF MONTREAL** (the "Chargeholder") is the holder of a Mortgage and Assignment of Rents encumbering the Lands which Mortgage and Assignment of Rents were registered in the Lower Mainland LTO under numbers CA1957380 and CA1957381, respectively, (the "Bank Charges").

The Chargeholder, being the holder of the Bank Charges, by signing below, in consideration of the payment of Ten Dollars (\$10.00) and other good and valuable consideration (the receipt and sufficiency of which is hereby acknowledged and agreed to by the Chargeholder) hereby consents to the granting of the Housing Agreement and hereby covenants that the Housing Agreement shall bind the Bank Charges in the Lands and shall rank in priority upon the Lands over the Bank Charges as if the Housing Agreement had been signed, sealed and delivered and noted on title to the Lands prior to the Bank Charges and prior to the advance of any monies pursuant to the Bank Charges. The grant of priority is irrevocable, unqualified and without reservation or limitation.

**BANK OF MONTREAL**  
by its authorized signatories:

Per: \_\_\_\_\_

Per: \_\_\_\_\_





**Richmond Official Community Plan Bylaw 7100**

**Amendment Bylaw 8521 (RZ 07-380169)**

**1880 No. 4 Road and 10071, 10091, 10111, 10131, 10151, 10311, 10611, 10751 River Drive**

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

1. Richmond Official Community Plan Bylaw 7100 is amended by:
  - a) repealing the existing land use designation in Attachment 1 to Schedule 1 thereof the following area and by designating it "Mixed Use":
    - P.I.D. 003-634-884  
Lot 199 Sections 14 and 23 Block 5 North Range 6 West New Westminster  
District Plan 36022
    - P.I.D. 003-634-957  
Lot 198 Sections 14 and 23 Block 5 North Range 6 West New Westminster  
District Plan 36022
    - P.I.D. 003-880-192  
Lot 163 Sections 14 and 23 Block 5 North Range 6 West New Westminster  
District Plan 34052
    - P.I.D. 003-878-236  
Lot 131 Sections 14 and 23 Block 5 North Range 6 West New Westminster  
District Plan 28299
    - P.I.D. 003-879-500  
Lot 136 Section 23 Block 5 North Range 6 West New Westminster District Plan  
28696
    - P.I.D. 003-879-780  
Lot 137 Section 23 Block 5 North Range 6 West New Westminster District Plan  
28696
    - P.I.D. 003-604-861  
Lot 357 Section 23 Block 5 North Range 6 West New Westminster District Plan  
53670
    - P.I.D. 008-930-601  
Lot 133 Fractional Section 23 Block 5 North Range 6 West New Westminster  
District Plan 28254
    - P.I.D. 003-715-868  
Lot 132 Section 23 Block 5 North Range 6 West New Westminster District Plan  
28394



- b) repealing the existing land use designation in the West Bridgeport Land Use Map to Schedule 2.12 of the Official Community Plan Bylaw No. 7100 (Bridgeport Area Plan), therefore of the following area and by designating it “Residential Mixed-Use (Max. 6-storey, 1.45 FAR)” and “Potential Park Site”.

P.I.D. 003-634-884

Lot 199 Sections 14 and 23 Block 5 North Range 6 West New Westminster District Plan 36022

P.I.D. 003-634-957

Lot 198 Sections 14 and 23 Block 5 North Range 6 West New Westminster District Plan 36022

P.I.D. 003-880-192

Lot 163 Sections 14 and 23 Block 5 North Range 6 West New Westminster District Plan 34052

P.I.D. 003-878-236

Lot 131 Sections 14 and 23 Block 5 North Range 6 West New Westminster District Plan 28299

P.I.D. 003-879-500

Lot 136 Section 23 Block 5 North Range 6 West New Westminster District Plan 28696

P.I.D. 003-879-780

Lot 137 Section 23 Block 5 North Range 6 West New Westminster District Plan 28696

P.I.D. 003-604-861

Lot 357 Section 23 Block 5 North Range 6 West New Westminster District Plan 53670

P.I.D. 008-930-601

Lot 133 Fractional Section 23 Block 5 North Range 6 West New Westminster District Plan 28254

P.I.D. 003-715-868

Lot 132 Section 23 Block 5 North Range 6 West New Westminster District Plan 28394

- c) replacing Policy 3.1 (b) on page 17 in Schedule 2.12 of the Official Community Plan Bylaw No. 7100 (Bridgeport Area Plan) with the following:

“3.1(b) Permit residential mixed-use development along the north side of River Drive between No. 4 Road and Shell Road. Land uses may include townhouses, apartments, community uses, public parks and limited commercial uses.”

- d) repealing the existing land use designation in the Bridgeport Land Use Map to Schedule 2.12 of the Official Community Plan Bylaw No. 7100 (Bridgeport Area Plan), **as being amended by OCP Amendment Bylaw 8382**, therefore of the following area and by designating it “Residential Mixed-Use (Max. 6-storey, 1.45 FAR)” and “Potential Park Site”

P.I.D. 003-634-884

Lot 199 Sections 14 and 23 Block 5 North Range 6 West New Westminster District Plan 36022

P.I.D. 003-634-957

Lot 198 Sections 14 and 23 Block 5 North Range 6 West New Westminster District Plan 36022

P.I.D. 003-880-192

Lot 163 Sections 14 and 23 Block 5 North Range 6 West New Westminster District Plan 34052

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Lot 131 Sections 14 and 23 Block 5 North Range 6 West New Westminster District Plan 28299

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P.I.D. 003-604-861

Lot 357 Section 23 Block 5 North Range 6 West New Westminster District Plan 53670

P.I.D. 008-930-601

Lot 133 Fractional Section 23 Block 5 North Range 6 West New Westminster District Plan 28254

P.I.D. 003-715-868

Lot 132 Section 23 Block 5 North Range 6 West New Westminster District Plan 28394

- e) replacing Policy 3.1 (b) on page 15 in Schedule 2.12 of the Official Community Plan Bylaw No. 7100 (Bridgeport Area Plan), **as being amended by OCP Amendment Bylaw 8382**, with the following:

“3.1(b) Permit residential mixed-use development along the north side of River Drive between No. 4 Road and Shell Road. Land uses may include townhouses, apartments, community uses, public parks and limited commercial uses.”

2. This Bylaw may be cited as **"Richmond Official Community Plan Bylaw 7100, Amendment Bylaw 8521"**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER REQUIREMENTS SATISFIED

ADOPTED

JUL 27 2009

SEP 09 2009

SEP 09 2009

SEP 09 2009

OCT 05 2011

CITY OF RICHMOND
APPROVED for content by originating dept.
APPROVED for legality by Solicitor

\_\_\_\_\_  
MAYOR

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



**Richmond Zoning and Development Bylaw 5300  
Amendment Bylaw No. 8522 (RZ 07-380169)  
1880 No. 4 Road and 10071, 10091, 10111, 10131, 10151, 10311 River  
Drive**

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

1. Richmond Zoning and Development Bylaw No. 5300, as amended, is further amended by inserting Section 291.209 thereof the following:

**"291.209 COMPREHENSIVE DEVELOPMENT DISTRICT (CD/209)**

The intent of this zoning district is to accommodate medium density multiple-family residential, community uses and commercial uses in the Bridgeport Area Plan.

**291.209.1 PERMITTED USES**

**RESIDENTIAL**; limited to **Townhouses** and **Multi-Family Dwellings**;  
**LIVE/WORK UNITS**, as defined in Section 291.209.7;  
**CONGREGATE CARE FACILITY**;  
**CARE FACILITY**;  
**MIXED COMMERCIAL/RESIDENTIAL USE**;  
**COMMUNITY USE**;  
**HOME OCCUPATION**;  
**ACCESSORY USES, BUILDINGS & STRUCTURES**, but excluding  
secondary suites.

The following additional uses are permitted provided that they are located on the 1<sup>st</sup> or 2<sup>nd</sup> storey of a building:

**CUSTOM WORKSHOPS, TRADES & SERVICES**;  
**FOOD CATERING ESTABLISHMENT**;  
**RECREATION FACILITY**;  
**RETAIL TRADE & SERVICES**;  
**EDUCATIONAL INSTITUTION**;  
**OFFICE**;  
**STUDIO** for artists, display, dance, radio, television or recording.

**291.209.2 PERMITTED DENSITY**

- .01 Subject to subsection .03 herein, the maximum **Floor Area Ratio** shall be "1.25"; plus

- a) an additional 0.1 **Floor Area Ratio** is permitted provided that it is entirely ~~used~~ to accommodate **Amenity Space**;
  - b) an additional 0.1 **Floor Area Ratio** is permitted provided that it is entirely ~~used~~ to accommodate **Public Amenity Space**;
- .02 Despite section 291.209.2.01, the reference to "1.25" in relation to the maximum **Floor Area Ratio** is increased to the higher density of "1.45" if the owner provides not less than:
- a) 65 **affordable housing units** having the combined **habitable space** of at least 5% of the total **Residential Floor Area Ratio** and the owner has entered into a **housing agreement** with the City and registered the **housing agreement** against the title of the lot, and filed a notice in the **Land Title Office**.
- .03 For the purpose of this subsection, **Floor Area Ratio** shall be deemed to exclude the following:
- a) portions of a **building** that are **used** for off-street parking and loading purposes; unenclosed balconies; covered walkways; bicycle storage areas accessed from a parking level or 1<sup>st</sup> **storey** and garbage/recycling facilities;
  - b) elevator shafts and common stairwells above ground floor level;
  - c) mechanical and electrical rooms, provided that the total floor area of these facilities does not exceed 200 m<sup>2</sup> (2,153 ft<sup>2</sup>) per **building**.

### 291.209.3 MAXIMUM LOT COVERAGE:

- .01 Maximum **Lot Coverage**: 40%

### 291.209.4 MINIMUM SETBACKS FROM PROPERTY LINES

- .01 **Public Roads** Setbacks:

- a) River Drive: 3.0 m (9.8 ft.);
- b) River Road (Dike R.O.W.): 7.5 m (24.6 ft.);

- .02 **Side & Rear Yards**: 6.0 m (19.7 ft.) EXCEPT THAT:

- a) A parking **structure** may project into the **side yard** or **rear yard** setback up to the property line. Such encroachments must be landscaped or screened by a combination of trees, shrubs, ornamental plants or lawn as specified by a Development Permit approved by the City.

### 291.209.5 MAXIMUM HEIGHTS

- .01 **Buildings**: Six **storeys** but not to exceed 26.0 m (85.3 ft.) EXCEPT THAT:

- a) Maximum **height of buildings** located between 20.0 m (65.6 ft) of the property line abutting River Drive and beyond 100.0 m (328.0 ft) from No. 4 Road is 10.0 m (32.8 ft.);
- b) Maximum **height of buildings** located between 20.0 m (65.6 ft) and 36 m (118.1 ft) of the property line abutting River Drive is 15.0 m (49.2 ft);
- c) Maximum **height of buildings** located within 40 m (131.2 ft) of the property line abutting River Drive and within 100.0 m (328.0 ft) of No. 4 Road shall be 15.0 m (49.2 ft).

.02 **Accessory Building & Structures:** 10.0 m. (32.8 ft.).

#### 291.209.6 OFF-STREET PARKING

- .01 Off-street parking shall be provided, developed and maintained in accordance with Division 400 of this Bylaw EXCEPT THAT:
  - a) Required parking spaces for **residential** use visitors and **child care** facilities may be shared;
  - b) Off-street parking shall be provided at the following rate for LIVE/WORK UNITS, as defined in section 291.209.7: 1.9 stalls per LIVE/WORK UNIT (1.2 for residents, 0.2 for **residential** visitors, 0.5 for employees).
- .02 Where two parking spaces are intended to be **used** by the residents of a single **dwelling unit**, they may be provided in a tandem arrangement with one parking space located behind the other and, typically, both spaces set perpendicular to the adjacent manoeuvring aisle.

#### 291.209.7 LIVE/WORK UNITS

- .01 A LIVE/WORK UNIT is a **dwelling unit** that may be **used** as a **home occupation** together with studio for artist, dance, radio, television or recording PROVIDED THAT:
  - a) the **dwelling unit** has an exterior access at grade;
  - b) a maximum of 1 non-resident employee is permitted; and
  - c) the **dwelling unit** is designed to reflect the mixed-use character of the intended use.

#### 291.209.8 ACOUSTICS

- .01 A development permit application shall require evidence in the form of a report and recommendations prepared by persons trained in acoustics and current techniques of noise measurement, demonstrating that the aircraft noise levels in those portions of the **dwelling units** listed below shall not exceed the noise levels expressed in decibels set opposite such



portions of the **dwelling units**. For the purposes of this section, noise level is the A-weighted 24-hour equivalent (Leq) sound level and will be defined simply as the noise level in decibels.

<u>Portions of the Dwelling Units</u>	<u>Noise Level (decibels)</u>
Bedrooms	35
Living, dining, recreation rooms	40
Kitchen, bathrooms, hallways, and utility rooms	45

## 291.209.9 SIGNAGE

- .01 Signage must comply with the City of Richmond's Sign Bylaw No. 5560, as amended, as it applies to development in the "Steveston Commercial (Three –Storey) District (C5)".

2. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning and development Bylaw 5300, is amended by repealing the existing zoning designation of the following area and by designating it **COMPREHENSIVE DEVELOPMENT DISTRICT (CD/209)**:

That area shown as 'A' on "Schedule A attached to and forming Part of Bylaw No. 8522"

3. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning and development Bylaw 5300, is amended by repealing the existing zoning designation of the following area and by designating it **School & Public Use District (SPU)**:

That area shown as 'B' on "Schedule A attached to and forming Part of Bylaw No. 8522"

4. This Bylaw is cited as "**Richmond Zoning and Development Bylaw 5300, Amendment Bylaw No. 8522**".

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER REQUIREMENTS SATISFIED

ADOPTED

JUL 27 2009

SEP 09 2009

SEP 09 2009

SEP 09 2009

OCT 05 2011

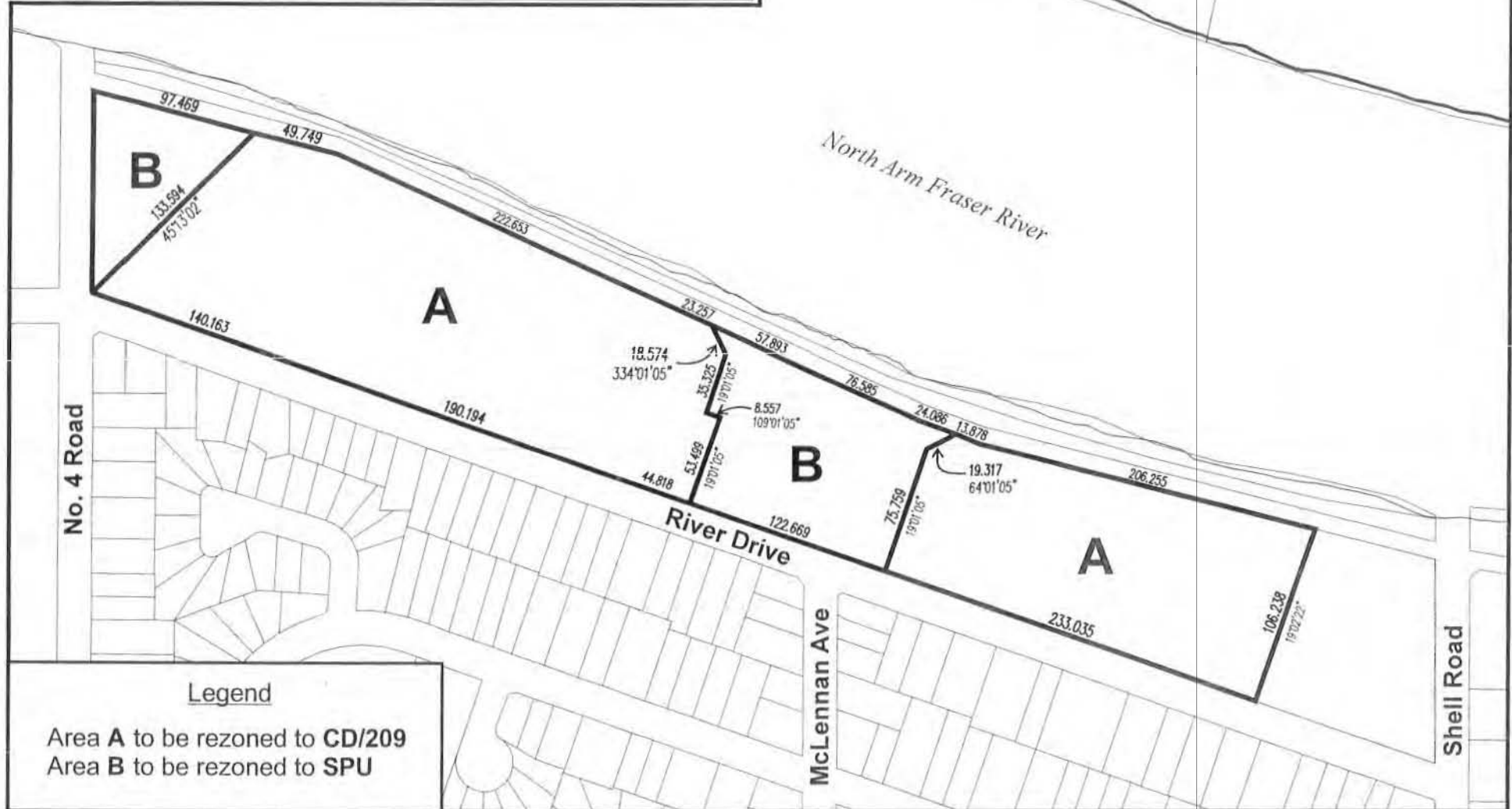
CITY OF RICHMOND
APPROVED for content by originating dept.
<i>il</i>
APPROVED for legality by Solicitor
<i>MF</i>

\_\_\_\_\_  
MAYOR

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



# City of Richmond



## Legend

Area **A** to be rezoned to **CD/209**  
Area **B** to be rezoned to **SPU**

CNCL-123



## RZ 07-380169

Original Date: 08/03/07

Revision Date: 07/13/09

Note: Dimensions are in METRES



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## Finance Committee

Anderson Room, City Hall  
6911 No. 3 Road

Monday, October 3, 2011

Immediately Following the Open General Purposes Committee meeting

Pg. #      ITEM

### MINUTES

- FIN-3**      *Motion to adopt the minutes of the meeting of the Finance Committee held on Tuesday, September 6, 2011.*



### BUSINESS AND FINANCIAL SERVICES DEPARTMENT

- FIN-5**      1.      **2012 PERMISSIVE EXEMPTION BYLAW 8793**  
(File Ref. No. 03-0925-02-01) (REDMS No. 3260855)

TO VIEW eREPORT CLICK HERE

See Page **FIN-5** of the Finance agenda for full hardcopy report

*Designated Speaker: Ivy Wong*

### STAFF RECOMMENDATION

*That the 2012 Permissive Exemption Bylaw 8793 be introduced and given first, second, and third readings.*



## Finance Committee Agenda – Monday, October 3, 2011

Pg. #      ITEM

**FIN-55      2.      CONSOLIDATED FEES BYLAW NO. 8636, AMENDMENT BYLAW NO. 8798 BUSINESS LICENCE BYLAW NO. 7360, AMENDMENT BYLAW NO. 8799**

(File Ref. No.) (REDMS No. 3282872, 3280202, 3280163, 3279315)

**TO VIEW eREPORT CLICK HERE**

See Page **FIN-55** of the Finance agenda for full hardcopy report

*Designated Speaker: Ivy Wong*

**STAFF RECOMMENDATION**

- (1) *That Consolidated Fee Bylaw No. 8636, Amendment Bylaw No. 8798 which introduces a Business Licence Fee Schedule and increases all fees by 2% as detailed in the report from Director, Finance be introduced and given first, second and third readings; and*
- (2) *That Business Licence Bylaw No. 7360, Amendment Bylaw No. 8799 that deletes the Business Licence Fee Schedule as described in the staff report dated September 12, 2011 from the Director, Finance be introduced and given first, second and third readings.*



**FIN-91      3.      2<sup>ND</sup> QUARTER 2011 – FINANCIAL INFORMATION FOR THE RICHMOND OLYMPIC OVAL CORPORATION**

(File Ref. No.) (REDMS No. 3365025)

**TO VIEW eREPORT CLICK HERE**

See Page **FIN-91** of the Finance agenda for full hardcopy report

*Designated Speaker: Andrew Nazareth*

**STAFF RECOMMENDATION**

*That the report on Financial Information for the Richmond Olympic Oval Corporation for the second quarter ended June 30, 2011 from the Controller of the Richmond Olympic Oval Corporation be received for information.*



**ADJOURNMENT**





## Finance Committee

Date: Tuesday, September 6, 2011

Place: Anderson Room  
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair  
Councillor Linda Barnes  
Councillor Derek Dang  
Councillor Greg Halsey-Brandt  
Councillor Sue Halsey-Brandt  
Councillor Bill McNulty  
Councillor Harold Steves

Absent: Councillor Evelina Halsey-Brandt  
Councillor Ken Johnston

Call to Order: The Chair called the meeting to order at 4:25 p.m.

## MINUTES

It was moved and seconded

*That the minutes of the meeting of the Finance Committee held on Monday, June 6, 2011, be adopted as circulated.*

**CARRIED**

## BUSINESS AND FINANCIAL SERVICES DEPARTMENT

### 1. **FINANCIAL INFORMATION – 2<sup>ND</sup> QUARTER 2011** (File Ref. No. 03-0970-03-01) (REDMS No. 3296245)

A discussion ensued amongst members of Committee and various staff about the rationale for awarding specific contracts between April 1, 2011 and June 30, 2011. Staff noted that contracts are generally awarded when a need exists beyond a base level of service which the City is able to provide.

**Finance Committee**  
**Tuesday, September 6, 2011**

---

It was moved and seconded

*That the staff report on Financial Information for the 2<sup>nd</sup> Quarter ended June 30, 2011 be received for information.*

**CARRIED**

**2. AMENDMENTS TO THE 5 YEAR FINANCIAL PLAN (2011-2015)  
BYLAW NO. 8707**

(File Ref. No. 03-0900-01) (REDMS No. 3315836)

Jerry Chong, Director, Finance, noted that no tax impact would result from the amendments to the 5 Year Financial Plan (2011-2015), as the items were previously approved by Council.

It was moved and seconded

- (1) That the 5 Year Financial Plan (2011 – 2015) be amended to reflect the previously approved Council changes as per the attached report;*
- (2) That the 5 Year Financial Plan (2011 – 2015) be amended to reflect the administrative changes as per the attached report; and*
- (3) That the 5 Year Financial Plan (2011 – 2015) Bylaw No. 8707, Amendment Bylaw 8809, which would incorporate and put into effect the changes to the 2011 Capital and Operating Budgets (as summarized in Attachment 1), be introduced and given first, second and third readings.*

**CARRIED**

**ADJOURNMENT**

It was moved and seconded

*That the meeting adjourn (4:36 p.m.).*

**CARRIED**

Certified a true and correct copy of the Minutes of the meeting of the Finance Committee of the Council of the City of Richmond held on Tuesday, September 6, 2011.

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Mayor Malcolm D. Brodie  
Chair

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Shanan Dhaliwal  
Executive Assistant  
City Clerk's Office





# City of Richmond

## Report to Committee

**To:** Finance Committee

**Date:** September 12, 2011

**From:** Jerry Chong  
Director, Finance

**File:** 03-0925-02-01/2011-  
Vol 01

**Re:** 2012 Permissive Exemption Bylaw 8793

### Staff Recommendation

That the 2012 Permissive Exemption Bylaw 8793 be introduced and given first, second, and third readings.

Jerry Chong  
Director, Finance  
(604-276-4064)

Att. 1

<b>FOR ORIGINATING DEPARTMENT USE ONLY</b>		
<b>CONCURRENCE OF GENERAL MANAGER</b>		
<b>REVIEWED BY TAG</b>	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
<b>REVIEWED BY CAO</b>	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

## Staff Report

### Origin

Permissive exemptions are provided to various properties in accordance with sections 220 and 224 of the Community Charter and Council Policy 3561. The exemption bylaw must be adopted by October 31<sup>st</sup> each year to be effective for the following year.

### Analysis

Visits were made to the various religious organizations on No 5 Road to ensure that farming activities are conducted on the backlands. Almost all organizations are currently meeting their farming requirement.

In the 2011 Permissive Exemption Bylaw report to Council, Thrangu Monastery at 8140 and 8160 No 5 Road was a new addition to the exemption bylaw. At that time, the property at 8140 No 5 Road had met the necessary farming requirements for a permissive exemption. The property at 8160 received a partial permissive exemption for only the storage shed and the land beneath the shed due to the fact that the backlands were not farmed and the Monastery's original farming plan was not adequate.

Representative for the Monastery provided staff with a new farm plan in late 2010, indicating that the backland for 8160 will be used for growing food, flowers and fruit to be used at the monastery for the residents, guests and program participants. Excess production will be donated to the Richmond Food Bank.

Staff met with the representative and visited the Monastery in late August 2011 to confirm farming activities. Only a small section of 8160 No 5 Road has had some farming activity and a few fruit trees have been planted. A number of greenhouses were built on the property but there was little activity within the greenhouses. The representative explained that the greenhouses were built for container gardening and other crops that required higher temperatures. Because they were not experienced farmers, they did not expect the temperatures inside the greenhouses to escalate rapidly and all their plants died within one weekend. It appeared that they have cleared the debris in the greenhouses in preparation for replanting. He also provided a new revised farm plan for the Monastery stating one half of the backland will be farmed by the Monastery. The remaining one half of their backland will be divided into smaller plots. A number of their member families with farming experience have agreed to each farm a small plot with the agreement that 1/3 of the resulting produce will be donated to the church for their consumption, 1/3 sold to church members or the general public in order to meet BC Assessment's \$2,500 farming revenue threshold, and 1/3 kept by the family for their own consumption. To date, this work has not commenced.

The Monastery has requested for additional permissive exemptions for the remaining taxable portion of 8160 No 5 Road that is used for overflow parking when the Monastery has larger events. Given that there is little farming on the lot and that they have not provided the necessary membership figures to determine whether the overflow parking is required, Staff recommends no change to their current exemption and that their 2012 application be reviewed for additional exemptions for 2013.

Further changes to the 2012 Permissive Exemption Bylaw are listed in Appendix I. The changes are:

- The property owned by the Richmond Gospel Society at 9160 Dixon Avenue was sold in August 2011. The new owners do not qualify for any exemptions but have inquired about the possibility of an exemption if they are able to lease the property back to Richmond Gospel Society. The new owners were reviewing various methods which would allow them an exemption. No further contact was made by the new owner by the deadline of this report. The property will be removed from Bylaw 8793.
- The property owned by the Developmental Disabilities Association at 7611 Langton Road meets Council Policy 3561 as a property owned by a NPO and is licensed under the Community Care Facility Act. This property is added to Bylaw 8793.
- The property at 12071 No 5 Road is owned by the City of Richmond and is occupied by Richmond Animal Protection Society ("RAPS"). The property qualifies for exemption under Council Policy 3561 and should be added to Bylaw 8793.

Due to the number of properties receiving permissive exemptions, Staff can only randomly visit a select number of properties annually to ensure compliance. Staff currently relies on the accuracy of the questionnaires that each organization submits annually to determine their eligibility for exemptions in the coming year. To ensure compliance, Staff will conduct site visits to all properties in early 2012 to ensure that each organization continues to meet the requirements of sections 220 and 224 of the Community Charter and Council Policy 3561.

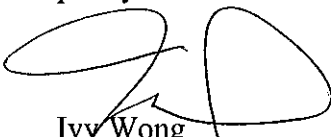
### **Financial Impact**

Property tax exemptions impact City finances by reducing the total assessed value of properties subject to taxation. This results in the City recovering the shortfall through tax increases to general taxpayers.

Church properties represent the largest number of permissively exempted properties and accounts for approximately \$370,076 in direct municipal taxes waived in 2011. Non-City owned properties exempted account for approximately \$597,520 in waived taxes and City owned or leased properties account for approximately \$2,438,580.

### **Conclusion**

Bylaw 8793 will provide tax exemptions in accordance with Provincial legislation and Council policy.



Ivy Wong  
Manager, Revenue  
(604-276-4046)

IW:gjn

Appendix I

Roll Number	Organization	Address	Additions
094-391-000	Developmental Disabilities Association	7611 Langton Road	Add to Schedule H
051-557-060	Richmond Animal Protection Society	12071 No 5 Road	Add to Schedule K
Roll Number	Organization	Address	Deletions
067-497-000	Richmond Gospel Society	9160 Dixon Avenue	Remove from Schedules B and D



## **Permissive Exemption Bylaw No. 8793**

The Council of the City of Richmond enacts as follows:

### **PART ONE: CHURCH PROPERTIES PERMISSIVE EXEMPTION**

- 1.1** Pursuant to Section 220(1)(h) of the Community Charter, the church halls shown on Schedule A are considered necessary to an exempt building set apart for public worship, and are hereby exempt from taxation for the 2012 year.
- 1.2** Pursuant to Section 220(1)(h) of the Community Charter, the whole of the parcels of land surrounding exempted buildings set apart for public worship, or surrounding church halls considered necessary thereto, and the improvements on such lands, shown on Schedule B are hereby exempt from taxation for the 2012 year.
- 1.3** Pursuant to Section 220(1)(h) of the Community Charter, the portions of the parcels of land surrounding exempted buildings set apart for public worship or surrounding church halls considered necessary thereto, and the improvements on such lands, shown on Schedule C are hereby exempt from taxation for the 2012 year.
- 1.4** Pursuant to Section 224(2)(c) of the Community Charter, the portions of land and improvements set apart for public worship, church halls necessary thereto, and lands surrounding, shown on Schedule D are hereby exempt and taxable as set out in Schedule D, for the 2012 year.
- 1.5** Notwithstanding the provisions of this Part, exemption from property taxation is only granted to a parcel of land on which a building is situated which is exempted by the British Columbia Assessment Authority pursuant to Section 220(1)(h) of the Community Charter.

### **PART TWO: SCHOOL AND RELIGIOUS PROPERTIES PERMISSIVE EXEMPTION**

- 2.1** Pursuant to Section 220(1)(l) of the Community Charter, the whole or portions of the parcels of land being lands surrounding buildings set apart and in use as an institution of learning, and wholly in use for the purpose of furnishing the instruction accepted as equivalent to that funded in a public school, shown on Schedule E are hereby exempt from taxation for the 2012 year.
- 2.2** Notwithstanding the provisions of this Part, no additional exemption from taxation pursuant to Section 220(1)(l) will be granted to any parcel of land on which a building is located, which is not exempted by the British Columbia Assessment Authority pursuant to Section 220(1)(l) of the Community Charter.
- 2.3** Pursuant to Section 224(2)(g) of the Community Charter, the portions of land and improvements shown on Schedule F are hereby exempt from taxation for the 2012 year.

### **PART THREE: CHARITABLE AND RECREATIONAL PROPERTIES PERMISSIVE EXEMPTION**

- 3.1** Pursuant to Section 220(1)(i) and Section 224(2)(a) of the Community Charter, the portions of the parcels of land shown on Schedule G are hereby exempt from taxation for the 2012 year.
- 3.2** Notwithstanding the provisions of this Part, no additional exemption from taxation pursuant to Section 220(1)(i) will be granted to any parcel of land on which a building is located, which is not exempted by the British Columbia Assessment Authority pursuant to Section 220(1)(i) of the Community Charter.
- 3.3** Pursuant to Section 224(2)(j) and Section 224(2)(a) of the Community Charter, the portions of land and improvements shown on Schedule H are hereby exempt from taxation for the 2012 year.
- 3.4** Pursuant to Section 224(2)(k) and Section 224(2)(a) of the Community Charter, the portions of land and improvements shown on Schedule I are hereby exempt from taxation for the 2012 year.
- 3.5** Pursuant to Section 224(2)(a) of the Community Charter, the portions of land and improvements shown on Schedule J are hereby exempt from taxation for the 2012 year.
- 3.6** Pursuant to Section 224(2)(i) of the Community Charter, the portions of land and improvements shown on Schedule K are hereby exempt from taxation for the 2012 year.

### **PART FOUR: MISCELLANEOUS PROVISIONS**

- 4.1** Schedules A through K inclusive, which are attached hereto, form a part of this bylaw.
- 4.2** Property Tax Exemption Bylaw No. 8629 is hereby repealed in its entirety.
- 4.3** This bylaw is cited as "**Permissive Exemption Bylaw 8793**".

FIRST READING

SECOND READING

THIRD READING

ADOPTED

\_\_\_\_\_  
MAYOR

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





## SCHEDULE A to BYLAW 8793

NAME OF EXEMPTED HALL	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
<b>ANGLICAN CHURCH HALL</b> (081-318-001) 10111 Bird Road	PID 018-436-994 Parcel 1 Block B of Section 26 Block 5 North Range 6 West New Westminster District Reference Plan LMP12276	Parish of St. Edwards, Bridgeport 10111 Bird Road, Richmond, B. C. V6X 1N4
<b>BRIGHOUSE UNITED CHURCH HALL</b> (064-046-009) 8151 Bennett Road	PID 006 199 631 Lot 362 of Section 16 Block 4 North Range 6 West New Westminster District Plan 47516	Brighouse United Church 8151 Bennett Road Richmond, B. C. V6Y 1N4
<b>THE CHURCH OF WORLD MESSIANITY, VANCOUVER</b> (084-786-000) 10380 Odlin Road	PID 003-485 757 East Half of Lot 4 Except: Part Subdivided by Plan 79974; Section 35 Block 5 North Range 6 West, New Westminster District Plan 5164	The Church of World Messianity, Vancouver 10380 Odlin Road Richmond, B. C. V6X 1E2
<b>CONFERENCE OF THE UNITED MENNONITE CHURCHES OF B. C.</b> c/o Peace Mennonite Church (080-792-000) Drawing Attached 11571 Daniels Road	PID 004 152 832 Lot 323 of Section 25 Block 5 North Range 6 West New Westminster District Plan 57915	Conference of the United Mennonite Churches of B. C. c/o Peace Mennonite Church 11571 Daniels Road Richmond, B. C. V6X 1M7
<b>RICHMOND FAITH FELLOWSHIP</b> (085-780-002) 11960 Montego Street	PID 010 267 930 Lot A Except: Parcel E (Bylaw Plan LMP22889) Section 36 Block 5 North Range 6 West New Westminster District Plan 17398	Richmond Faith Fellowship Northwest Canada Conference 11960 Montego Street Richmond, B. C. V6X 1H4
<b>FRASERVIEW MENNONITE BRETHERN</b> (080-623-027) Drawing Attached 11295 Mellis Drive	PID 000-471-780 Lot 176 of Section 25 Block 5 North Range 6 West New Westminster District Plan 53633	Fraserview Mennonite Brethren 11295 Mellis Drive Richmond, B. C. V5X 1L8

## SCHEDULE A to BYLAW 8793

NAME OF EXEMPTED HALL	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
<b>FUJIAN EVANGELICAL CHURCH</b> (025-172-004) 12200 Blundell Road	PID 025-000-047 Lot 1 Section 19 Block A North Range 5 West New Westminster District Plan LMP49532	Fujian Evangelical Church 12200 Blundell Road Richmond, B. C. V6W 1B3
<b>INDIA CULTURAL CENTRE OF CANADA</b> (024-908-040) 8600 No 5 Road	PID 004-328-850 Lot 19 Section 19 Block 4 North Range 5 West New Westminster District Plan 39242	India Cultural Centre of Canada 8600 No 5 Road Richmond BC V6Y 2V4
<b>LING YEN MOUNTAIN TEMPLE CANADA</b> (030-901-000) 10060 No. 5 Road	PID 025-566-806 Lot A Section 31 Block 4 North Range 5 West New Westminster District Plan BCP 3255	Ling Yen Mountain Temple Canada 10060 No. 5 Road Richmond, B. C. V7A 4C5
<b>LUTHERAN CHURCH HALL</b> (061-166-000) 6340 No. 4 Road	PID 010-899-294 Parcel 1 of Section 11 Block 4 North Range 6 West New Westminster District Plan 77676	Our Saviour Lutheran Church of Richmond 6340 No. 4 Road Richmond, B. C. V6Y 2S9
<b>PARISH OF ST. ALBAN'S (RICHMOND) CHURCH HALL</b> (064-132-000) 7260 St. Alban's Road	PID 013-077-911 Parcel One Section 16 Block 4 North Range 6 West New Westminster District Reference Plan 80504	Parish of St. Alban's (Richmond) 7260 St. Albans Road Richmond, B. C. V6Y 2K3
<b>THE PUBLIC SCHOOL OF VANCOUVER ARCHDIOCESE</b> (067-043-063) 8251 St. Albans Road	PID 010 900 691 Lot 15 Except: Firstly: Part Dedicated as Road on Plan 20753; Secondly: Part Subdivided by Plan 58438; Section 21 Block 4 North Range 6 West New Westminster District Plan 3238	Roman Catholic Archbishop of Vancouver and Catholic Public Schools St. Paul's Roman Catholic Parish 8251 St. Alban's Street Richmond, B. C. V6Y 2L2

## SCHEDULE A to BYLAW 8793

NAME OF EXEMPTED HALL	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
<b>RICHMOND PENTECOSTAL TABERNACLE HALL</b> (060-300-000) 9300 Westminster Highway	PID 024-957-828 Parcel C Section 10 Block 4 North Range 6 West New Westminster District Plan 48990	Richmond Pentecostal Church Pentecostal Assemblies of Canada 9300 Westminster Highway Richmond, B. C. V6X 1B1
<b>SOUTH ARM UNITED CHURCH HALL</b> (plus Annex - Pioneer Church) (047-431-056) 11051 No. 3 Road	PID 015-438-562 Parcel E (Explanatory Plan 21821) of Lots 1 and 2 of Parcel A Section 5 Block 3 North Range 6 West New Westminster District, Plan 4120 Except: Firstly; Part Subdivided by Plan 29159 AND Secondly: Parcel "D" (Bylaw Plan 79687)	South Arm United Church 11051 No. 3 Road Richmond, B. C. V6X 1X3
<b>TRINITY LUTHERAN CHURCH HALL</b> (064-438-000) 7100 Granville Avenue	PID 025-555-669 Parcel A Section 17 Block 4 North Range 6 West New Westminster District Plan BCP 3056	Trinity Lutheran Church Hall 7100 Granville Avenue Richmond, B. C. V6Y 1N8
<b>UNITED CHURCH HALL</b> (082-454-062) 8711 Cambie Road	PID 011-031-182 Lot 3 of Sections 27 and 28 Block 5 North Range 6 West New Westminster District Plan 4037	Trustees Richmond Congregation United Church of Canada 8711 Cambie Road Richmond, B. C. V6X 1K2
<b>VANCOUVER RICHMOND CITADEL AND ANNEX</b> (066-497-000) 8280 Gilbert Road	PID 001-234-684 Lot L (Y24736) of Section 20 Block 4 North Range 6 West New Westminster District Plan 10008	Gov. Council Salvation Army Canada West 8280 Gilbert Road Richmond, B. C. V7C 3W7
<b>VEDIC CULTURAL SOCIETY OF BC</b> (025-212-021) 8200 No 5 Road	PID 011-053-551 South Half Lot 3 Block A Section 19 Block 4 North Range 5 West New Westminster District Plan 4090	Vedic Cultural Society of BC 8200 No 5 Road Richmond BC V6Y 2V4

## SCHEDULE B to BYLAW 8793

CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
(098-394-005) 8700 Railway Avenue	PID 011-070-749 Parcel "One" (Explanatory Plan 24522) of Lots "A" and "B" Plan 4347 and Lot 26 of Plan 21100 Section 24 Block 4 North Range 7 West New Westminster District	<b>Assumption of the Blessed Virgin Mary Ukrainian Catholic Church</b> c/o 5180 Cantrell Road Richmond, B. C. V7C 3G8
(067-375-002) 8991 Francis Road	PID 009-294-902 Lot 135 Except: Parcel B (Bylaw Plan 87226) Section 21 Block 4 North Range 6 West New Westminster District Plan 23737	<b>Bakerview Gospel Chapel</b> 10260 Algonquin Drive Richmond, B. C. V7A 3A4
<b>FIN</b> (066-062-000) 6640 Blundell Road	PID 003-732-193 Parcel "A" Section 19 Block 4 North Range 6 West New Westminster District Reference Plan 71422	<b>Baptist Church</b> 6640 Blundell Road Richmond, B. C. V7C 1H8
(099-358-099) 9711 Geal Road	PID 003-644-391 Lot 1 Except: Firstly: Part Subdivided by Plan 44537 Secondly: Part Subdivided by Plan LMP47252 Section 26 Block 4 North Range 7 West New Westminster District Plan 17824	<b>Beth Tikvah Congregation and Centre Association</b> 9711 Geal Road Richmond, B. C. V7E 1R4
(102-050-053) 10351 No. 1 Road	PID 011-908-106 Lot 13 Block A Section 34 Block 4 North Range 7 West Except Plan 53407 New Westminster District Plan 710	<b>Emmanuel Christian Community Society</b> 10351 No. 1 Road Richmond, B. C. V7E 1S1
(064-046-009) 8151 Bennett Road	PID 006-199-631 Lot 362 of Section 16 Block 4 North Range 6 West New Westminster District Plan 47516	<b>Brighthouse United Church Hall</b> 8151 Bennett Road Richmond, B. C. V6Y 1N4

## SCHEDULE B to BYLAW 8793

CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
(082-148-009) 3360 Sexsmith Road	PID 003-469-247 Lot 23 Except: Firstly: the East 414.3 Feet Secondly: the South 66 Feet, and Thirdly: Part Subdivided by Plan 33481 Sections 27 and 28 Block 5 North Range 6 West New Westminster District Plan 3404	<b>Christian and Missionary Alliance</b> 9140 Granville Avenue Richmond, B. C. V6X 2H8
(072-496-000) 9280 No. 2 Road	PID 018-262-767 Lot 2 of Section 30 Block 4 North Range 6 West New Westminster District Plan LMP9785	<b>Christian Reformed Church of Richmond</b> 9280 No. 2 Road Richmond, B. C. V7E 2C8
(076-082-008) 10011 No. 5 Road EN-15	PID 007-178-204 Lot 297 Except Parcel B (Bylaw Plan 79916) Section 36 Block 4 North Range 6 West New Westminster District Plan 35779	<b>Church of God</b> 10011 No. 5 Road Richmond, B. C. V7A 4E4
(084-786-000) 10380 Odlin Road	PID 003-485-757 East Half Lot 4 Except: Part Subdivided by Plan 79974; Section 35 Block 5 North Range 6 West New Westminster District Plan 5164	<b>Johrei Fellowship</b> 10380 Odlin Road Richmond, B. C. V6X 1E2
(080-792-000) 11571 Daniels Road	PID 004-152-832 Lot 323 Section 25 Block 5 North Range 6 West New Westminster District Plan 57915	<b>Conference of Mennonite Churches of B. C. (Peace Mennonite)</b> 11571 Daniels Road Richmond, B. C. V6X 1M7
(071-191-006) 8140 Saunders Road	PID 007-397-216 Lot 123 Section 28 Block 4 North Range 6 West New Westminster District Plan 44397	<b>The Convention of Baptist Churches of B. C.</b> 8140 Saunders Road Richmond, B. C. V7A 2A5

## SCHEDULE B to BYLAW 8793

CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
(085-780-002) 11960 Montego Street	PID 010-267-930 Lot A Except: Parcel E (Bylaw Plan LMP22889), Section 36 Block 5 North Range 6 West New Westminster District Plan 17398	<b>Faith Evangelical Church</b> Northwest Canada Conference 11960 Montego Street Richmond, B. C. V6X 1H4
(025-172-004) 12200 Blundell Road	PID 025-000-047 Lot 1 Section 19 Block A North Range 5 West New Westminster District Plan LMP49532	<b>Fujian Evangelical Church</b> 12200 Blundell Road Richmond, B. C. V6W 1B3
(097-837-001) 8060 No. 1 Road	PID 024-570-541 Strata Lot 1 Section 23 Block 4 North Range 7 West New Westminster District Strata Plan LMS3968	<b>Gilmore Park United Church</b> 8060 No. 1 Road Richmond, B. C. V7C 1T9
(066-497-000) 8280 Gilbert Road	PID 001-234-684 Lot "L" (Y24736) of Section 20 Block 4 North Range 6 West New Westminster District Plan 10008	<b>Gov. Council Salvation Army Canada West</b> 8280 Gilbert Road Richmond, B. C. V7C 3W7
(084-144-013) 8866 Odlin Crescent	PID 025-418-645 Lot 30 Section 33 Block 5 North Range 6 West new Westminster District Plan LMP54149	<b>I Kuan Tao (Fayi Chungder) Association</b> #2100, 1075 West Georgia Street Vancouver BC V6E 3G2
(062-719-724) 7600 No. 4 Road	PID 003-486-486 Parcel One Section 14 Block 4 North Range 6 West New Westminster District Reference Plan 71292	<b>Immanuel Christian Reformed Church</b> 7600 No. 4 Road Richmond, B. C. V6Y 2T5



## SCHEDULE B to BYLAW 8793

CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
(046-195-006) 9120 Steveston Highway The land under the taxable improvements situated on this property shall also be assessed as taxable.	PID 001-579-321 Lot 2 Except Firstly: Parcel R (Bylaw Plan 79687), Secondly: Part Dedicated Road on Plan LMP5102, Section 3 Block 3 North Range 6 West New Westminster District Plan 19876	<b>International Buddhist Society</b> 9120 Steveston Highway Richmond, B. C. V7A 1M5
(046-197-237) 9160 Steveston Highway The land under the taxable improvements situated on this property shall also be assessed as taxable.	PID 025-117-378 Parcel A, Section 3 Block 3 North Range 6 West New Westminster District Plan 50992	<b>International Buddhist Society</b> 9160 Steveston Highway Richmond, B. C. V7A 1M5
(061-569-073) 1014 Westminister Highway	PID 003-578-356 Lot 107 Section 12 Block 4 North Range 6 West New Westminster District Plan 52886	<b>Lansdowne Congregation Jehovah's Witnesses</b> c/o Doug Ginter 43-8120 General Currie Road Richmond, B. C. V6Y 3V8
(025-166-010) 8020 No. 5 Road	PID 016-718-739 Lot A Section 19 Block 4 North Range 5 West New Westminster District Plan 86178	<b>Meeting Room</b> Attn: Walter Coleman 205 – 7080 St. Albans Road Richmond, B. C. V6Y 4E6
(063-418-009) 9140 Granville Avenue	PID 017-691-842 Lot 1 (BF53537) Section 15 Block 4 North Range 6 West New Westminster Plan 7631	<b>North Richmond Alliance Church</b> 9140 Granville Avenue Richmond, B. C. V6Y 1P8
(061-166-000) 6340 No. 4 Road	PID 010-899-294 Parcel 1 of Section 11 Block 4 North Range 6 West New Westminster District Plan 77676	<b>Our Saviour Lutheran Church of Richmond</b> 6340 No. 4 Road Richmond, B. C. V6Y 2S9

## SCHEDULE B to BYLAW 8793

CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
(064-132-000) 7260 St. Alban's Road	PID 013-077-911 Parcel One Section 16 Block 4 North Range 6 West New Westminster District Reference Plan 80504	<b>The Parish of St. Alban's (Richmond)</b> 7260 St. Alban's Road Richmond, B. C. V6Y 2K3
(097-615-002) 4071 Francis Road	PID 002-456-320 Lot 2 of Section 23 Block 4 North Range 7 West New Westminster District Plan 70472 .	<b>The Parish of St. Anne's - Steveston, B. C.</b> 4071 Francis Road Richmond, B. C. V7C 1J8
(081-318-001) 10111 Bird Road FIN - 18	PID 018-436-994 Parcel 1 Block B Section 26 Block 5 North Range 6 West New Westminster District Reference Plan LMP12276	<b>Parish of St. Edward, Bridgeport</b> 10131 Bird Road Richmond, B. C. V6X 1N4
(025-162-005) 8040 No 5 Road	PID 004-332-695 South 100 feet West Half Lot 1 Block "A" Section 19 Block 4 North Range 5 West New Westminster District Plan 4090	<b>Richmond Chinese Evangelical Free Church</b> 8040 No. 5 Road Richmond B. C. V6Y 2V4
(102-369-073) 10100 No. 1 Road	PID 003-898-474 Lot 68 Section 35 Block 4 North Range 7 West New Westminster District Plan 31799	<b>Richmond Chinese Alliance Church c/o Christian and Missionary Alliance</b> 107 - 7585 132 <sup>nd</sup> Street Surrey, B. C. V2W 1K5
(082-454-062) 8711 Cambie Road	PID 011-031-182 Lot 3 Sections 27 and 28 Block 5 North Range 6 West New Westminster District Plan 4037	<b>Richmond Sea Island United Church</b> Trustees Richmond Congregation United Church of Canada 8711 Cambie Road Richmond, B. C. V6X 1K2

## SCHEDULE B to BYLAW 8793

CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
(102-520-003) 4260 Williams Road	PID 006-274-382 Parcel "A" (Reference Plan 17189) Lot 1 of Section 35 Block 4 North Range 7 West New Westminster District Plan 10994	<b>The Steveston Congregation of Jehovah's Witnesses</b> Richard Barton 3831 Barmond Avenue Richmond, B. C. V7E 1A5
(025-161-000) 8840 No. 5 Road	PID 000-594-261 Parcel B (Explanatory Plan 10524) Lot 3 Section 19 Block 4 North Range 5 West New Westminster District Plan 5239	<b>Subramaniya Swamy Temple of British Columbia</b> 8840 No. 5 Road Richmond, B. C. V6Y 2V4
(098-373-006) 5651 Francis Road ANN - 19	PID 008-825-025 Lot 45 Except: Parcel A (Statutory Right of Way Plan LMP11165) Section 24 Block 4 North Range 7 West New Westminster District Plan 25900	<b>Trustees of the West Richmond Gospel Hall</b> 5651 Francis Road Richmond, B. C. V7C 1K2
(081-608-000) 9291 Walford	PID 012-734-756 Lot 21 of Blocks 25 and 26 Section 27 Block 5 North Range 6 West New Westminster District Plan 2534	<b>Holy Spirit Association For The Unification Of World Christianity</b> 9291 Walford Street Richmond, B. C. V6X 1P3
(094-627-007) 7111 No. 2 Road	PID 009-213-244 Lot 110 of Section 13 Block 4 North Range 7 West New Westminster District Plan 24870	<b>Trustees of Richmond Congregation of Presbyterian Church</b> 7111 No. 2 Road Richmond, B. C. V7C 3L7
(087-640-000) 3720 Broadway Street	PID 010-910-336 Parcel A Section 3 Block 3 North Range 7 West New Westminster District Reference Plan 77684	<b>Trustees of Steveston Congregation of United Church of Canada</b> 3720 Broadway Street Richmond, B. C. V7E 4Y8

## SCHEDULE B to BYLAW 8793

CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
(082-265-059) 6680 – 8181 Cambie Road	PID 018-553-591 Strata Lot 59 Section 28 Block 5 North Range 6 West New Westminster District Plan Strata Plan LMS1162	<b>Vancouver International Buddhist Progress Society</b> 8181 Cambie Road, Suite 6680 Richmond, B.C. V6X 1J8
(082-265-060) 6690 – 8181 Cambie Road	PID 018-553-605 Strata Lot 60 Section 28 Block 5 North Range 6 West New Westminster District Plan Strata Plan LMS1162	<b>Vancouver International Buddhist Progress Society</b> 8181 Cambie Road, Suite 6680 Richmond, B.C. V6X 1J8
(094-145-000) 5771 Granville Avenue <b>FIN</b>	PID 003-894-266 Lot 610 Section 12 Block 4 North Range 7 West New Westminster District Plan 58494	<b>Canadian Martyrs Parish</b> 5771 Granville Avenue Richmond, B. C. V7C 1E8
(080-869-001) 10160 No. 5 Road	PID 017 945 054 Lot A (BF302986) Section 31 Block 4 North Range 5 West New Westminster District Plan 35312	<b>Richmond (Bethel) Mennonite Church</b> B.C. Conference of the Mennonite Brethren Churches 10200 No. 5 Road, Richmond, BC V7A 4E5
(066-281-000) 7431 Francis Road	PID 004-081-897 Lot 55 Section 20 Block 4N Range 6W New Westminster District Plan 26105 Except Plan 44033	<b>Young Israel of Richmond</b> Ms. Hilary Bloom 9911 Herbert Road Richmond B.C. V7A 1T6

**SCHEDULE C to BYLAW 8793****EXEMPTED AREAS BY CALCULATION****1. BETHANY BAPTIST CHURCH – 22680 Westminster Highway (Site Area 5.295 acres)**

Mailing Address: 22680 Westminster Highway, Richmond, B. C. V6V 1B7

PID 018-604-897

That portion of Lot 1 Except: Part Dedicated Road on Plan LMP18317; Section 2 Block 4 North Range 4 West New Westminster District Plan LMP9648 described as:

COMMENCING at the South-West corner of Lot 1

thence 77.55 metres (254.429 feet) EAST

thence 116.05 metres (380.74 feet) NORTH

thence 77.55 metres (254.429 feet) WEST

thence 116.05 metres (380.74 feet) SOUTH to the point of commencement (000-821-001)

**2. BC MUSLIM ASSOCIATION - 12300 Blundell Road (Site Area 4.78 Acres)**

Mailing Address: BC Muslim Association, 12300 Blundell Road, Richmond BC, V6W 1B3

PID 011 053 569

That portion of Lot 5 Except: Part Subdivided by Plan 33568; Block "A" Section 19 Block 4 North Range 5 West New Westminster District Plan 4090, described as:

COMMENCING at the North-East corner of Lot 5 and

thence 140.51 meters (461.00 feet) SOUTH

thence 66.30 meters (217.51 feet) WEST

thence 104.85 meters (344.00 feet) NORTH

thence 25.60 meters (84.00 feet) EAST

thence 36.58 meters (120.00 feet) NORTH

thence 40.69 meters (133.51 feet) EAST to the point of commencement (025-243-080)

**SCHEDULE C to BYLAW 8793****EXEMPTED AREAS BY CALCULATION****3. CANADIAN MARTYRS PARISH – 5771 Granville Avenue, Richmond, B. C. V7C 1E8**

Mailing Address: 5771 Granville Avenue, Richmond, B. C. V7C 1E8

PID 003-894-266

Lot 610 Section 12 Block 4 North Range 7 West New Westminster District Plan 58494

COMMENCING at the South West corner of Lot 610

thence 61.51 meters (201.80 feet) EAST

thence 16.76 meters (55 feet) NORTH EAST

thence 25.90 meters (84.97 feet) NORTH WEST

thence 46.06 meters (151.12 feet) NORTH

thence 21.45 meters (70.37 feet) NORTH WEST

thence 33.53 meters (110 feet) NORTH

thence 7.62 meters (25 feet) WEST

thence 51.82 meters (170 feet) NORTH

thence 18.12 meters (59.45 feet) WEST

thence 34 meters (111.55 feet) SOUTH

thence 20 meters (65.62 feet) WEST

thence 152.69 meters (500.95 feet) SOUTH to the commencing point. (094-145-000)

**4. DHARMA DRUM MOUNTAIN BUDDHIST ASSOCIATION – 8240 No. 5 Road**

Mailing Address: 8240 No. 5 Road, Richmond BC V6Y 2V4

PID 003-740-315

Lot 23 Section 19 Block 4 North Range 5 West New Westminster District Plan 55080, described by

COMMENCING at the North West corner of the property and

thence 36.74 meters SOUTH

thence 99.9 meters EAST

36.74 meters NORTH

99.9 meters WEST to the point of commencement. (025-222-030)

**SCHEDULE C to BYLAW 8793****EXEMPTED AREAS BY CALCULATION****5. CHURCH OF LATTER DAY SAINTS - 8440 Williams Road (Site Area 2.202 acres)**

Mailing Address: Corp. of the President of the Lethbridge Stake of the Church of Jesus Christ of Latter-day Saints c/o LDS Church Tax Division #502 - 7136 50 E. North Temple Street, Salt Lake City, Utah, 84150-2201

PID 009 210 890

That portion of Lot 2 Section 33 Block 4 North Range 6 West New Westminster District Plan 24922 described as:

COMMENCING at the North-West corner of Lot 2

thence 106.68 (350.00 feet) EAST

thence 90.95 (298.40 feet) SOUTH

thence 16.27 ( 53.39 feet) WEST

thence 17.80 ( 58.40 feet) NORTH

thence 90.44 (296.61 feet) WEST

thence 73.15 (240.00 feet) NORTH to the point of commencement (074-575-000)

**6. FRASERVIEW MENNONITE BRETHREN - 11295 Mellis Drive (Site Area 2.79 Acres)**

Mailing Address: Fraserview Mennonite Brethren, 11295 Mellis Drive, Richmond, BC V5X 4K2

PID 000 471 780

That portion of Lot 176 Section 25 Block 5 North Range 6 West New Westminster District Plan 53633 described as:

COMMENCING at the North-East corner of Lot 176 and;

thence 89.93 meters (295.03 feet) WEST

thence 90.23 meters (295.29 feet) SOUTH

thence 89.93 meters (295.03 feet) EAST

thence 90.23 meters (295.29 feet) NORTH to the point of commencement (080-623-027)



**SCHEDULE C to BYLAW 8793****EXEMPTED AREAS BY CALCULATION****7. LING YEN MOUNTAIN TEMPLE – 10060 No. 5 Road – (Site Area 4.916 Acres)**

Mailing Address: Ling Yen Mountain Temple Canada, 10060 No. 5 Road, Richmond, B. C. V7A 4C5

PID 025-566-806

That portion of Lot 42 Except: Part Dedicated Road on Plan LMP22689, Section 31 Block 4 North Range 5 West New Westminster District Plan 25987, described as:

Commencing at the South-West Corner of Lot 42 and,

thence 98.47 meters (323.07 feet) EAST

thence 60.03 meters (196.943 feet) NORTH

thence 98.21 meters (322.20 feet) WEST

thence 5.79 meters (19.02 feet) SOUTH-WEST

thence 56.10 meters (184.06 feet) SOUTH to the point of commencement (030-901-000)

**8. NANAKSAR-GURDWARA-GURSIKH TEMPLE - 18691 Westminster Highway (Site Area 14.88 Acres)**

Mailing Address: Nanaksar-Gurdwara-Gursikh Temple, 18691 Westminster Highway, Richmond, BC V6V 1B1

PID 023 751 878

That portion of Lot 1 Section 6 Block 4 North Range 4 West New Westminster District Plan 33029 described as:

COMMENCING at the North-East corner of Parcel "One" and

thence 66.621 meters (218.57 feet) SOUTH

thence 151.015 meters (495.46 feet) WEST

thence 66.621 meters (218.57 feet) NORTH

thence 151.015 meters (495.46 feet) EAST to the point of commencement (002-822-001)

**9. THE NEW WINESKINS SOCIETY- 10311 Albion Road (Site Area 2.148 acres)**

Mailing Address: Towers Baptist Church, 10311 Albion Road, Richmond, BC V7A 3E5

PID 000 565 318

That portion of Parcel "A", Except Part of Plan 32239 Section 26 Block 4 North Range 6 West New Westminster District Plan 22468 described as:

COMMENCING at the North-West corner of Albion Road, Aquila Road intersection;

thence 80.96 meters (265.61) feet WEST

thence 99.97 meters (327.99) feet NORTH

thence 80.96 meters (265.61) feet EAST

thence 99.97 meters (327.99) feet SOUTH to the point of commencement (070-101-000)

**SCHEDULE C to BYLAW 8793****EXEMPTED AREAS BY CALCULATION****10. PEACE EVANGELICAL CHURCH – 8280 No. 5 Road**

Mailing Address: 8280 No. 5 Road, Richmond B.C. V6Y 2V4

PID004-099-303

Lot 24 Section 19 Block 4 North Range 5 West New Westminster District Plan, described by:

COMMENCING at South West corner of property and

thence 110 meters EAST

thence 39.8 meters NORTH

thence 80 meters WEST

thence 18 meters SOUTH

thence 30 meters WEST

thence 21.84 meters SOUTH to the point of commencement. (025-231-041)

**11. RICHMOND ALLIANCE CHURCH - 11371 No. 3 Road (Site Area 2.5 acres)**

Mailing Address: Christian & Missionary Alliance, Canadian Pacific District, 11371 No. 3 Road,  
Richmond, BC V7A 1X3

PID 004 113 331

South Half of 14 Section 5 Block 3 North Range 6 West New Westminster District Plan 4120 described as:

COMMENCING at a point 352.04 meters (1,155 feet) south of the South-West corner of No. 3 Road and Steveston Highway intersection;

thence 160.93 meters (528.00 feet) WEST

thence 50.29 meters (165.00 feet) SOUTH

thence 160.93 meters (528.00 feet) EAST

thence 50.29 meters (165.00 feet) NORTH to the point of commencement (047-535-044) .

## SCHEDULE C to BYLAW 8793

## EXEMPTED AREAS BY CALCULATION

**12. RICHMOND PENTECOSTAL CHURCH - 9300 Westminster Highway**

Mailing Address: Pentecostal Assemblies of Canada  
9300 Westminster Highway, Richmond, BC V6X 1B1

PID 024-957-828

That portion of Lot 107 Section 10 Block 4 North Range 6 West New Westminster District Plan 64615 described as:

COMMENCING at North-East corner of Lot 107 Section 10 Block 4 North Range 6 West New Westminster District Plan 64615 and

thence 72.41 meters (237.58) feet EAST

thence 72.66 meters (238.38) feet SOUTH

thence 26.15 meters (85.81) feet WEST

thence 34.08 meters (111.81) feet SOUTH

thence 78.45 meters (257.37) feet WEST

thence 39.01 meters (127.98) feet NORTH

thence 32.18 meters (105.58) feet EAST

thence 67.73 meters (222.21) feet NORTH to the point of commencement (060-300-000)

**13 ST. JOSEPH THE WORKER R.C. CHURCH - 4451 Williams Road (Site Area 8.268 acres) 3.26 and 5.00 acres**

Mailing Address: Roman Catholic Archbishop, St. Joseph's Parish, 4451 Williams Road, Richmond, BC V7E 1J7

PID 010 887 725

That portion of Parcel "C" (Explanatory Plan 8670) of Lots 3 and 4 Except: Part Subdivided by Plan 30525; Section 26 Block 4 North Range 7 West New Westminster District Plan 3139 described as:

COMMENCING 62.484 meters (205.0 feet) South of the North-East corner of Parcel "C" Plan 8670 of Lots 3 and 4 of South Half of Section 26 Block 4 North Range 7 West, Save and Except Plan 30525, New Westminster District, Plan 3139 and

thence 97.566 meters (320.1 feet) SOUTH

thence 93.635 meters (307.2 feet) WEST

thence 68.566 meters (224.954 feet) NORTH

thence 16 meters (52.493 feet) WEST

thence 29 meters (95.144 feet) NORTH

thence 109.635 meters (359.694 feet) EAST to the point of commencement (099-300-034)

**SCHEDULE C to BYLAW 8793****EXEMPTED AREAS BY CALCULATION****14. ST. PAUL'S R.C. PARISH CHURCH - 8251 St. Alban's Road (Site Area 4.77 acres)**

Mailing Address: RC Archbishop of Vancouver and Catholic Public Schools, St. Paul's Roman Catholic Parish, 8251 St. Alban's Road, Richmond, B. C., V6Y 2L2

PID 010 900 691

That portion of Lot 15 Except: Firstly: Part Dedicated as Road on Plan 20753, Secondly; Part Subdivided by Plan 58438; Section 21 Block 4 North Range 6 West New Westminster District Plan 3238, described as:

COMMENCING at a point 98.12 meters (321.9 feet) South of the South-West corner of St. Alban's Road, Lucerne Road intersection;  
 thence 98.45 meters (323.00 feet) WEST  
 thence 102.72 meters (337.00 feet) SOUTH  
 thence 98.45 meters (323.00 feet) EAST  
 thence 102.72 meters (337.00 feet) NORTH to the point of commencement (067-043-063)

**15. ST. MONICA'S - ROMAN CATHOLIC ARCHBISHOP OF VANCOUVER - 12011 Woodhead Road (Site Area 1.60 acres)**

Mailing Address: Roman Catholic Arch. of Vancouver (St. Monica's) 12011 Woodhead Road, Richmond, B. C. V6V 1G2

PID 024-840-319

That portion of Lot A Section 31 Block 5 North Range 5 West New Westminster District Plan LMP47203 described as:

COMMENCING at the North-West corner:  
 thence 120.85 meters (395.2 feet) EAST  
 thence 40.36 meters (131.99 feet) SOUTH  
 thence 118.34 meters (387 feet) WEST  
 thence 3.54 meters (11.58 feet) NORTH WEST  
 thence 37.85 meters (123.79 feet) NORTH to the point of commencement (040-800-004)

\*\* Note: The land under the manse is exempt; the manse itself is not exempt.

**SCHEDULE C to BYLAW 8793****EXEMPTED AREAS BY CALCULATION****16. THE SHIA MUSLIM COMMUNITY OF BRITISH COLUMBIA – 8580 No. 5 Road, Richmond, B. C. V6Y 2V4 (Site Area 9.8 acres)**

Mailing Address: The Shia Muslim Community of British Columbia, 8580 No. 5 Road, Richmond, B. C. V6Y 2V4

PID 004-884-850

That portion of Lot 20 Section 19 Block 4 North Range 5 West New Westminster District Plan 39242 described as:

Commencing at the South-West corner of Lot 20 and:

thence 60.30 meters (197.19 feet) NORTH

thence 51 meters (166.77 feet) EAST

thence 70.10 meters (222.23 feet) NORTH

thence 93.48 meters (305.67 feet) SOUTH

thence 129.60 meters (423.75 feet) SOUTH

thence 144.58 meters (472.52 feet) WEST to the point of commencement (024-941-069)

**FIN  
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**SOUTH ARM UNITED CHURCH - 11051 No. 3 Road (Site Area 6.42 acres)**

Mailing Address: United Church of Canada, South Arm Cong. (Trustees), 11051 No. 3 Road, Richmond, BC V7A 1X3

PID 015 438 562

That portion of Parcel "E" (Explanatory Plan 21821) of Lots 1 and 2 of Parcel "A" Section 5 Block 3 North Range 6 West New Westminster District Plan 4120 EXCEPT: FIRSTLY: Part Subdivided by Plan 29159 AND SECONDLY: Parcel "D" (Bylaw Plan 79687) described as:

COMMENCING at the South-West corner of No. 3 Road and Steveston Highway intersection;

thence 85.85 meters (281.67 feet) WEST

thence 94.27 meters (309.29 feet) SOUTH

thence 85.85 meters (281.67 feet) EAST

thence 94.27 meters (309.29) feet NORTH to the point of commencement (047-431-056)

**SCHEDULE C to BYLAW 8793****EXEMPTED AREAS BY CALCULATION****18. STEVESTON BUDDHIST TEMPLE - 4360 Garry Street (Site Area 4.53 acres)**

Mailing Address: Steveston Buddhist Church, 4360 Garry Street, Richmond, BC V7E 2V2

PID 001 235 265

That portion of Lot 132 Except: Firstly: Part Road on Plan LMP20538, Secondly: Part Subdivided by Plan LMP25471, Section 2 Block 3 North Range 7 West New Westminster District Plan 40449 described as:

COMMENCING 41.45 (136 feet) east of the South-East corner of Garry Street, Fentiman Place intersection and;  
 thence 83.33 meters (273.38) feet SOUTH  
 thence 97.13 meters (318.68) feet EAST  
 thence 83.33 meters (273.38) feet NORTH  
 thence 97.13 meters (318.68) feet WEST to the point of commencement (087-401-000)

**19. THRANGU MANASTERY ASSOCIATION – 8140 No. 5 Road**

Mailing Address: 8140 No. 5 Road, Richmond, BC V6Y 2V4

PID 027-242-838

Lot A Section 19 Block 4N Range 5W New Westminster District Plan BCP32842

COMMENCING at the North West corner of property  
 thence 101.5 meters (333) feet EAST  
 thence 115 meters (377.38) feet SOUTH  
 thence 102.1 meters (335) feet WEST  
 thence 115 meters (377.38) feet NORTH to the commencement (025-193-000)

**20. TRUSTEES FOR THE CONGREGATION OF GILMORE PARK UNITED CHURCH – 8060 No. 1 Road (Site Area 2.14 acres - including 8060 No. 1 Road)**

Mailing Address: 8060 No. 1 Road, Richmond, B. C. V7C 1T9

PID 024-570-541

That portion of Strata Lot 1 Section 23 Block 4 North Range 7 West NWD Strata Plan LMS3968

COMMENCING at the South East corner of property and  
 thence 31 meters (101.70) feet NORTH  
 thence 100.58 meters (329.99) feet WEST  
 thence 31 meters (101.70) feet SOUTH  
 thence 100.5 meters (329.72) feet EAST to the point of commencement (097-837-001)

## SCHEDULE D to BYLAW 8793

LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
(065-972-089) Church Manse and Parking 006-457-118  Lot 43 Section 19 Block 4 North Range 6 West New Westminster District Plan 30356	<b>Baptist Church</b> 6640 Blundell Road Richmond, B. C. V7C 1H8	57%	43%	0%	100%
(082-148-009) Church Manse PID 003-469-247 030 Lot 23 Except: Firstly: the East 414.3 feet Secondly: the South 66 feet, and Thirdly: Part Subdivided by Plan 33481 Sections 27 and 28 Block 5 North Range 6 West New Westminster District Plan 3404	<b>Christian and Missionary Alliance</b> 9140 Granville Avenue Richmond, B. C. V6Y 1P6	See Schedule B Page 7	See Schedule B Page 7	85%	15%



## SCHEDULE D to BYLAW 8793

LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
(024-279-000) Church Parking 002-555-310  South Half of South West Quarter Section 18 Block 4 North Range 5 West New Westminster District Except: Firstly: Part Dedicated Road Plan 87640 Secondly: Parcel E (Bylaw Plan LMP4874) Thirdly: Parcel F (Bylaw Plan LMP12615) Fourthly: Part on SRW Plan 21735	<b>Cornerstone Evangelical Baptist Church</b> 7890 No. 5 Road Richmond, B.C. V6Y 2V2	10%	90%	0%	0%
(085-780-002) Church Manse 010-267-930  Lot A Except: Parcel E (Bylaw Plan LMP22889) Section 36 Block 5 North Range 6 West New Westminster District Plan 17398	<b>Faith Evangelical</b> 11960 Montego Street Richmond, B. C. V6X 1H4	See Schedule B Page 8	See Schedule B Page 8	0%	100%

## SCHEDULE D to BYLAW 8793

LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
(024-908-040) Church Manse & Parking PID 004-328-850  Lot 19 Section 19 Block 4 North Range 5 West New Westminster District Plan 39242	<b>India Cultural Centre of Canada</b> 8600 No 5 Road Richmond B. C. V6Y 2V4	30%	70%	0%	100%
(070-101-000) Church Manse PID 000 565 318  Parcel "A" Except Part on Plan 32239 Section 26 Block 4 North Range 6 West New Westminster District Plan 22468	<b>The New Wineskins Society</b> Towers Baptist Church 10311 Albion road Richmond, BC V7A 3E5	See Schedule C Page 15	See Schedule C Page 15	25%	75%
(040-800-003) - Church Hall PID 024-840-319  Parcel A Section 31 Block 5 North Range 5 West New Westminster District Plan LMP47203	<b>Roman Catholic Arch. of Vancouver (St. Monica's)</b> 12011 Woodhead Road Richmond, B. C. V6V 1G2	See Schedule C Page 18	See Schedule C Page 18	0%	100%

## SCHEDULE D to BYLAW 8793

LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
(099-300-034) - Church Rectory PID 010 887 725  Parcel "C" (Explanatory Plan 8670) Lots 3 & 4 EXCEPT: Part Subdivided by Plan 30525; Section 26 Block 4 North Range 7 West New Westminster District Plan 3139	<b>Roman Catholic Archbishop St. Joseph's Parish</b> 4451 Williams Road Richmond, BC V7E 1J7	See Schedule C Page 17	See Schedule C Page 17	60%	40%
(066-497-000) Church Manse PID 001-234-684  Lot "L" (Y24736) of Section 20 Block 4 North Range 6 West New Westminster District Plan 10008	<b>Gov. Council Salvation Army Canada West</b> 8280 Gilbert Road Richmond, BC V7C 3W7	See Schedule B Page 8	See Schedule B Page 8	45%	55%

## SCHEDULE D to BYLAW 8793

LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
(087-401-000) Church Manse PID 001-235-265  Lot 132 Except: Part Road on Plan LMP20538, Secondly: Part Subdivided by Plan LMP25471 Section 2 Block 3 North Range 7 West New Westminster District Plan 40449	<b>Steveston Buddhist Temple</b> 4350 Garry Street Richmond, B. C. V7E 2V2	See Schedule C Page 19	See Schedule C Page 19	0%	100%
(018-330-000) PID 002-946-068 Lot "A" (RD 190757) Section 8 Block 4 North Range 5 West New Westminster District Plan 12960	<b>St. Gregory Armenian Apostolic Church of BC</b> Armenian Apostolic Church of British Columbia 13780 Westminster Highway Richmond, B. C. V6V 1A2	95%	5%	100%	0%
(025-193-000) Church Manse PID 027-242-838	<b>Thrangu Monastery Association</b> 8140 No. 5 Road Richmond B.C. V6Y 2V4	0% of land beneath the dormitory	100% of land beneath the dormitory	0% of improvement used as a dormitory	100% of improvement used as a dormitory

## SCHEDULE D to BYLAW 8793

LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
(025-202-011) PID 003-574-113  Lot 3 Section 19 Block 4N Range 5W New Westminster District Plan 4090 Suburban Block A, part N 1/2	<b>Thrangu Monastery Association</b> 8160 No. 5 Road Richmond B.C. V6Y 2V4	Only that portion of land under exempted improvements	All remaining portion of land not exempted under this bylaw	100% of the shed used to store religious artefacts	0%
(064-438-000) Church Manse PID 025-555-669 Section 17 Block 4 North Range 6 West Plan BCP3056 Parcel A	<b>Trinity Lutheran Church – Richmond</b> 7100 Granville Avenue Richmond B.C. V6Y 1N8	See Schedule A Page 5  100%	See Schedule A Page 5  0%	0%	100%
(064-438-000) Church Hall PID 025-555-669 Section 17 Block 4 North Range 6 West Plan BCP3056 Parcel A	<b>Trinity Lutheran Church – Richmond</b> 7100 Granville Avenue Richmond B.C. V6Y 1N8	See Schedule A Page 5  100%	See Schedule A Page 5  0%	97%	3%

## SCHEDULE D to BYLAW 8793

LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
(082-265-059) Church Manse PID 018-553-591 Strata Lot 59 Section 28 Block 5 North Range 6 West new Westminster District Plan Strata Plan LMS1162	<b>Vancouver International Buddhist Progress Society</b> 6680 – 8181 Cambie Road Richmond B.C. V6X 1J8	See Schedule B Page 12	See Schedule B Page 12	0%	100%
<del>082-304-006)</del> <del>PID 00-316-002</del> 9 Section 28 Block 5 North Range 6 West Plan 7532	<b>Vancouver International Buddhist Progress Society</b> 6680 – 8181 Cambie Road Richmond B.C. V6X 1J8	45%	55%	0%	0%
(025-212-021) Church Parking & Manse PID 011-053-551  South Half of Lot 3 Block "A" Section 19 Block 4 North Range 5 West New Westminster District Plan 4090	<b>Vedic Cultural Society of BC</b> 8200 No. 5 Road Richmond, BC V6Y 2V4	16%	84%	16%	84%

## SCHEDULE D to BYLAW 8793

LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
(060-287-008) Church Parking PID 004-140-125  Lot A Section 10 Block 4 North Range 6 West New Westminster District Plan 13172	<b>Pentecostal Assemblies of Canada</b> 9260 Westminster Hwy. Richmond BC V6X 1B1	100% of Paved parking area behind building	100% of Non-parking area	0%	100%

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## SCHEDULE D to BYLAW 8793

LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
(045-488-098) Civic: 11001 Shell Road <b>PID 015-725-871</b> Parcel F (Reference Plan 2869) Section 2 Block 3 North Range 6 West New Westminster District Except: Part Dedicated Road on Plan LMP4152 <b>PID 013-082-566</b> North Easterly 5 and 1/5 <sup>th</sup> Square Chains Section 2 Block 3 North Range 6 West New Westminster District Except: Part Dedicated Road by Plan LMP54152 <b>PID 015-342-433</b> Parcel D (Explanatory Plan 1980) Section 2 Block 3 North Range 6 West New Westminster District <b>PID 015-725-880</b> Parcel "G" (Reference Plan 2870) Section 2 Block 3 North Range 6 West New Westminster District	<b>Science of Spirituality Inc.</b> 9100 Van Horne Way Richmond BC V6X 1W3	50%	50%	100%	0%

**SCHEDULE E to BYLAW 8793****SCHOOLS****1. Richmond Christian School Association**

5240 Woodward Road, Richmond, BC  
Site area: 0.971 ha (2.4 acres)  
Assessment Roll No. 099-076-081  
Mailing address: 5240 Woodward Road  
Richmond, BC. V7E 1H1

PID 002-145-057

Lot 137 Except: Part Subdivided by Plan 70297 Section 25 Block 4 North Range 7 West  
New Westminster District Plan 56073

**2. St. Joseph the Worker R.C. Church and School**

4451 Williams Road, Richmond, BC  
Site area: [3.346 ha (8.268 acres)] 1.319 ha (3.26 acres)  
and 2.0235 ha (5.00 acres)  
Assessment Roll No. 099-300-034  
Mailing Address: Roman Catholic Archbishop  
St. Joseph's Parish, 4451 Williams Road  
Richmond, BC V7E 1J7

PID 010-887-725

That portion of Parcel "C" (Explanatory Plan 8670) Lots 3 and 4 Except: Part Subdivided by  
Plan 30525; Section 26 Block 4 North Range 7 West New Westminster District Plan 3139

Commencing at the Northeast corner of said property.

thence 62.484 metres (205.0 feet) South  
thence 147.107 metres (482.6 feet) West  
thence 62.484 metres (205.0 feet) North  
thence 147.107 metres (482.6 feet) East to the point of commencement.

**SCHEDULE E to BYLAW 8793****3. B. C. Muslim Association**

12300 Blundell Road

Site area: 1.09 ha (2.69 acres)

Assessment Roll No. 025-243-080

Mailing Address: P. O. Box 60170 Fraser Postal Outlet, Vancouver B.C. V5W 4B5

PID 011-053-569

Lot 5, Except: Part Subdivided by Plan 33568, Block "A" Section 19 Block 4 North Range 5 West New Westminster District, Plan 4090

Remaining portion of property not exempted under Schedule C2.

**4. Choice Learning Centre**

20451 Westminster Highway, Richmond, B. C.

Site area: 0.35 ha (0.862 acres)

Assessment Roll No. 001-870-000

Mailing Address: 20451 Westminster Highway, Richmond, B. C. V6V 1B1

PID 003-934-268

Lot 78 Section 4 Block 4 North Range 4 West New Westminster District Plan 1593

**5. Choice Learning Centre For Exceptional Children Society Inc.**

20411 Westminster Highway, Richmond, B. C.

Assessment Roll No. 001-871-004

Mailing Address: 20451 Westminster Highway, Richmond, B. C. V6V 1B3

PID 003-937-160

Lot 79 Section 4 Block 4 North Range 4 West New Westminster District Plan 1593

**SCHEDULE E to BYLAW 8793****6. Cornerstone Christian Academy School**

12011 Blundell Road

Site area: 11,104 square feet

Assessment Roll No. 024-279-000

Mailing Address: 2642, 45th Avenue East, Vancouver, B. C. V5R 3C1

PID 002-555-310

South Half of the South West Quarter Section 18 Block 4 North Range 5 West New Westminster District Except Firstly: Part Dedicated Road on Plan NWP87640 Secondly: Parcel E (Bylaw LMP4874) Thirdly: Parcel F (Bylaw Plan MP12615) Fourthly: Part on SRW Plan 21735

**7. Richmond Jewish Day School**

8760 No. 5 Road

Site area: 0.95 ha (2.349 acres)

Assessment Roll No. 025-151-060

Mailing Address: 8760 No. 5 Road, Richmond, B. C. V6Y 2V4

PID 000-676-811

Lot 3 Except: Firstly, Parcel "A" (Reference Plan 8809) Secondly; Parcel "B" (Explanatory Plan 10524), Section 19 Block 4 North Range 5 West New Westminster District Plan 5239

Commencing at a point of 41.483 east of the north east property line of No. 5 Road and Francis Road

thence 66.56 metres (218.373 feet) east,  
thence 81.08 metres (266.01 feet) north,  
thence 66.56 metres (218.373 feet) west,  
thence 81.08 metres (266.01 feet) south.

**8. Richmond Christian School Association**

10260 No. 5 Road, Richmond, BC

Site area: 2.23 ha (5.52 acres)

Assessment Roll No. 030-887-000

Mailing address: 10260 No. 5 Road, Richmond, BC. V7A 4E5

PID 027-072-657

Section 31 Block 4 North Range 5 West New Westminster District Plan BCP 30119

Commencing at the Northwest corner of said property

thence 110 meters East  
thence 99.3 meters South  
thence 110 meters West  
thence 93.4 meters North to the point of commencement.

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**SCHEDULE F to BYLAW 8793****RELIGIOUS PROPERTIES**

- 1. Civic address: 7900 Alderbridge Way**  
**Assessment Roll: 057-573-004**

being the property of the tenants The Ismaili Jamatkhama and Centre, 4010 Canada Way,  
Burnaby, B.C. V5G 1G8

PID 000 658 766

That portion of Lot 39 Section 5 Block 4 North Range 6 West New Westminster District  
Plan 34152

- 2. Civic address: 200 – 7451 Elmbridge Way**  
**Assessment Roll: 057-614-000**

being the property of the tenants Richmond Emmanuel Church, 200 – 7451 Elmbridge Way  
Richmond BC V6X 1B8

100% of that portion of Lot 87 Section 5 Block 4 North Range 6 West New District Plan  
36964

PID 007-501-129

- 3. Civic address: 3211 Grant McConachie Way**  
**Assessment Roll: 136-467-527**

being the property of the tenants Vancouver Airport Chaplaincy, Box 23722 L, Richmond  
BC V7B 1X8

PID 009-025-103

That portion of Lot 58 Sections 14, 15, 16, 17, 20, 21, 23 and 29 Block 5 North Range 7  
West New Westminster District Plan 29409

**SCHEDULE G to BYLAW 8793**

- 1. Civic Address:** **6251 Minoru Boulevard**

**Assessment Roll No:** 059-458-077 **PID** 004 174 399

**Legal Description:** Lot 25 Section 8 Block 4 North Range 6 West NWD Plan 21164

**Owner/holder:** Richmond Kiwanis Senior Citizens Housing Society, c/o Mullen Royce, Chartered Accountants, 220 – 8171 Cook Road, Richmond, B. C. V6Y 3T8
- 2. Civic Address:** **11771 Fentiman Place**

**Assessment Roll No:** 087-360-001 **PID** 016 621 662

**Legal Description:** Lot "A" Section 2 Block 3 North Range 7 West NWD Plan 87236 OIC #644

**Owner/holder:** Richmond Health Services Society (Inc. No. 367175)  
11771 Fentiman Place, Richmond, BC, V7E 3M4
- 3. Civic Address:** **11820 No. 1 Road**

**Assessment Roll No:** 086-938-001 **PID** 001 431 030

**Legal Description:** Lot 2 Section 2 Block 3 North Range 7 West NWD Plan 69234

**Owner/holder:** Anavets Senior Citizens Housing Society #200 - 951 East 8th Avenue, Vancouver, BC, V5T 4L2

**SCHEDULE H to BYLAW 8793**

- 1. Civic Address:** 6531 Azure Road

**Assessment Roll No:** 058-885-000                      **PID** 003 680 100

**Legal Description:** Lot 525 Section 7 Block 4 North Range 6 West NWD Plan 25611

**Owner/holder:** Development Disabilities Association, 100 – 3851 Shell Road, Richmond, B. C. V6X 2W2
- 2. Civic Address:** 8400 Robinson Road

**Assessment Roll No:** 067-321-001                      **PID** 009 826 386

**Legal Description:** Lot 80 Except: Part Subdivided by Plan 81951, Section 21 Block 4 North Range 6 West NWD Plan 12819

**Owner/holder:** Development Disabilities Association, 100 – 3851 Shell Road Richmond, B. C. V6X 2W2
- 3. Civic Address:** 7611 Langton Road

**Assessment Roll No:** 094-391-000                      **PID** 004 700 368

**Legal Description:** Lot 11 Section 13 Block 4 North Range 7 West NWD Plan 19107

**Owner/holder:** Development Disabilities Association, 100 – 3851 Shell Road, Richmond, B. C. V6X 2W2
- 4. Civic Address:** 4811 Williams Road

**Assessment Roll No:** 099-371-000                      **PID** 004 864 077

**Legal Description:** Lot 4 Section 26 Block 4 North Range 7 West NWD Plan 17824

**Owner/holder:** Greater Vancouver Community Service Society,  
Attention: Mary Norris  
500 – 1212 W. Broadway, Vancouver, B. C. V6H 3V1



**SCHEDULE H to BYLAW 8793****5. Civic Address: 9580 Pendleton Road****Assessment Roll No:** 099-561-000 **PID** 003 751 678**Legal Description:** Lot 450 Section 26 Block 4 North Range 7 West NWD Plan 66281**Owner/holder:** Richmond Society for Community Living, 170 – 7000 Minoru Boulevard, Richmond, BC., V7E 4N1**6. Civic Address: 11331 Mellis Drive****Assessment Roll No:** 080-622-000 **PID** 004 107 292**Legal Description:** Lot 175 Section 25 Block 5 North Range 6 West NWD Plan 53633**Owner/holder:** Pinegrove Place, Mennonite Care Home Society of Richmond, 11331 Mellis Dr, Richmond, BC, V6X 1L8**7. Civic Address: 6260 Blundell Road****Assessment Roll No.:** 065-571-000 **PID** 005 146 135**Legal Description:** Lot "A" (RD135044) Section 19 Block 4 North Range 6 West New Westminster District Plan 48878**Owner/holder:** Rosewood Manor, Richmond Intermediate Care Society  
6260 Blundell Road, Richmond, B. C. V7C 5C4**8. Civic Address: 303 – 7560 Moffatt Road****Assessment Roll No.:** 064-762-037 **PID** 014-890-305**Legal Description:** Strata Lot 37 Section 17 Block 4 North Range 6 West New Westminster District Strata Plan NW3081**Owner/Holder:** Richmond Society for Community Living  
170 – 7000 Minoru Boulevard, Richmond, B. C. V6Y 3Z5

**SCHEDULE H to BYLAW 8793**

**9. Civic Address:** 9 – 11020 No. 1 Road

**Assessment Roll No.:** 087-058-109 PID 013-396-901

**Legal Description:** Strata Lot 9 Section 2 Block 3 North Range 7 West New Westminster District Strata Plan NW2952

**Owner/Holder:** Richmond Society for Community Living  
170 – 7000 Minoru Boulevard, Richmond, B. C. V6Y 3Z5

**10. Civic Address:** 5635 Steveston Highway

**Assessment Roll No.:** 103-370-125 PID 004-866-029

**Legal Description:** Lot 910 Section 36 Block 4 North Range 7 West New Westminster District Plan 56866

**Owner/Holder:** Richmond Society for Community Living  
170 – 7000 Minoru Boulevard, Richmond, B. C. V6Y 3Z5

**11. Civic Address:** 4433 Francis Road

**Assessment Roll No.:** 097-575-028 PID 003-887-022

**Legal Description:** Lot 890 Section 23 Block 4 North Range 7 West New Westminster District Plan 66590

**Owner/Holder:** Richmond Society for Community Living  
170 – 7000 Minoru Boulevard, Richmond, B. C. V6Y 3Z5

**12. Civic Address:** 8300 Cook Road, Richmond, BC

**Assessment Roll No.:** 059-905-125 PID 023-800-496

**Legal Description:** Strata Lot 125 Section 9 Block 4 North Range 6 West new Westminster District Strata Plan LMS2845 together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on form 1

**Owner/Holder:** Cook Road Children's Centre  
Society of Richmond Children's Centres  
110 – 6100 Bowling Green Rd., Richmond, B.C. V6Y 4G2

**SCHEDULE H to BYLAW 8793**

**13. Civic Address: 5500 Andrews Road, Unit 100**

**Assessment Roll No.:** 089-830-129 PID 023-684-801

**Legal Description:** Strata Lot 129 Section 12 Block 3 North Range 7 West New Westminster District Strata Plan LMS2701 together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on Form 1

**Owner/Holder:** Treehouse Learning Centre  
Richmond Society for Community Living  
170 – 7000 Minoru Boulevard, Richmond, B. C. V6Y 3Z5

**14. Civic Address: 5862 Dover Crescent**

**Assessment Roll No.:** 090-515-105 PID 023-648-058

**Legal Description:** Strata Lot 105 Section 1 Block 4 North Range 7 West New Westminster District Strata Plan LMS2643 together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on form 1

**Owner/Holder:** Riverside Children's Centre  
Developmental Disability Association

**15. Civic Address: 6011 Blanshard Dive**

**Assessment Roll No.:** 093-050-002 PID 019-052-685

**Legal Description:** Lot 2 Section 10 Block 4 North Range 7 West New Westminster District Plan LMP19283

**Owner/Holder:** Terra Nova Children's Centre  
Society of Richmond Children's Centres  
110 – 6100 Bowling Green Rd., Richmond, B.C. V6Y 4G2

**SCHEDULE I to BYLAW NO. 8793**

- 1. Civic Address:** 7251 Langton Road
- Assessment Roll No:** 094-282-297                      **PID** 003 460 525
- Legal Description:** Lot 319 Section 13 Block 4 North Range 7 West NWD Plan 49467
- Owner/holder:** Richmond Legion Senior Citizen Society,  
#800 – 7251 Langton Road., Richmond, BC, V7C 4R6

**SCHEDULE J to BYLAW 8629**

- 1. Civic Address:** 8911 Westminster Highway

**Assessment Roll No:** 056-610-001                      PID 017 240 107

**Legal Description:** Lot 1 Sections 3 and 4 Block 4 North Range 6 West NWD Plan LMP 00069

**Owner/holder:** Canadian Mental Health Association, 7351 Elmbridge Way, Richmond, BC, V6X 1B8
- 2. Civic Address:** 7000 Minoru Boulevard

**Assessment Roll No:** 064-810-001                      PID 018 489 613

**Legal Description:** Lot 1 Section 17 Block 4 North Range 6 West NWD Plan LMP 12593

**Owner/holder:** Richmond Caring Place, 7000 Minoru Boulevard, Richmond, BC, V6Y 3Z5
- 3. Civic Address:** 8660 Ash Street

**Assessment Roll No.:** 067-813-000                      PID 017-854-997

**Legal Description:** Lot C Section 22 Block 4 North Range 6 West Plan 2670 Exempting that portion of the property occupied by the Richmond Family Place

**Owner/holder:** Richmond Family Place
- 4. Civic Address:** Unit 100 – 5671 No. 3 Road

**Assessment Roll No.:** 057-572-000                      PID 003-698-009

**Legal Description:** Lot 34 Section 5 Block 4 North Range 6 West Plan 32827 Exempting that portion of the property occupied by the Richmond Centre for Disability

**Owner/holder:** Richmond Centre for Disability

**SCHEDULE K to BYLAW 8629**

- 1. Civic Address:** 11851 Westminster Highway

**Assessment Roll No:** 054-767-404      **PID** 013 096 435

**Legal Description:** Section 1 Block 4 North Range 6 West Except: Firstly: Part Shown on Plan 4772, Secondly: Part on Highway Plan 21735, Thirdly: Part on SRW Plan 54042 New Westminster District

**Owner/holder:** Kinsmen Club of Richmond
- 2. Civic Address:** 6820 Gilbert Road

**Assessment Roll No:** 059-216-001      **PID** 017 844 525

**Legal Description:** Lot A Section 8 Block 4 North Range 6 West, New Westminster District Plan LMP 5323

**Owner/holder:** Richmond Tennis Club
- 3. Civic Address:** 6133 Bowling Green Road

**Assessment Roll No:** 059-477-003      **PID** 009 300 261

**Legal Description:** 0.706 ha (1.745 acre) portion of Lot 26, Except that part in Plan LMP39941 Section 8 Block 4 North Range 6 West New Westminster District Plan 24068

**Owner/holder:** Richmond Lawn Bowling Club
- 4. Civic Address:** 5540 Hollybridge Way

**Assessment Roll No:** 057-590-001      **PID** 007 250 983

**Legal Description:** Lot 73 Except: Part Subdivided by Plan 48002; Sections 5 and 6 Block 4 North Range 6 West New Westminster District Plan 36115

**Owner/holder:** Richmond Winter Club

**SCHEDULE K to BYLAW 8629**

- 5. Civic Address:** 2220 Chatham Street
- Assessment Roll No:** 088-500-046      **PID** 004-276-159
- Legal Description:** Block 3 N Range 7W Section 4 Parcel D, Except Plan REF 43247, EXP 60417, REF 10984 File NO 1000-14-045
- Owner/holder:** Scotch Pond Heritage
- 
- 6. Civic Address:** 4780 Blundell Road
- Assessment Roll No:** 097-842-000      **PID** 001-145-801
- Legal Description:** Lot 2 Block 4 N Range 7 W New Westminster District Plan 3892
- Owner/holder:** Girl Guides of Canada
- 
- 7. Civic Address:** 7760 River Road
- Assessment Roll No:** 082-479-000      **PID** 009 311 998
- Legal Description:** Part Lot 2 Except: Firstly; Part Subdivided by Plan 28458; Secondly; Parcel "C" (Bylaw Plan 62679); Thirdly: Parcel G (Bylaw Plan 80333); Sections 29 and 32 Block 5 North Range 6 West New Westminster District Plan 24230
- Owner/holder:** Richmond Rod and Gun Club
- 
- 8. Civic Address:** 7411 River Road
- Assessment Roll No:** 083-465-000      **PID** 007 206 518
- Legal Description:** 2.26 acre portion of Lot "N" Except: Part Subdivided by Plan 35001, Fractional Section 6 and of Sections 5, 7 and 8 Block 4 North Range 6 West and of Fractional Section 32 Block 5 North Range 6 West New Westminster District Plan 23828 (see R083-466-000, R083-467-000, R083-467-505 for remainder)
- Owner/holder:** Navy League of Canada National Council, c/o Richmond/Delta Branch, Box 43130, Richmond, BC, V6Y 3Y3



**SCHEDULE K to BYLAW 8629**

- 9. Civic Address:** 14140 Triangle Road
- Assessment Roll No:** 031-968-086 **PID** 023-510-692
- Legal Description:** Lot 2 Section 33 Block 4 North Range 5 West NWD Plan LMP29486
- Owner/holder:** City of Richmond, 6911 No. 3 Road, Richmond, BC, V6Y 2C1
- 10. Civic Address:** 14300 Entertainment Boulevard
- Assessment Roll No.:** 031-969-003 **PID** 023-672-269
- Legal Description:** Lot C Section 33 Block 4 North Range 5 West NWD Plan LMP31752
- Owner/holder:** City of Richmond, 6911 No. 3 Road, Richmond, BC, V6Y 2C1
- 11. Civic Address:** 11688 Steveston Highway
- Assessment Roll No.:** 044-761-005 **PID** 023-710-047
- Legal Description:** Lot 1 Section 1 Block 3 North Range 6 West Plan 32147  
Exempting that portion of the property occupied by Richmond Public Library
- Owner/holder:** Richmond Public Library, Ironwood Branch
- 12. Civic Address:** 6111 River Road
- Assessment Roll No.:** 057-902-800 **PID** 027-090-434
- Legal Description:** Lot 8 Section 6 Block 4 North Range 6 West Plan BCP30383
- Owner/holder:** City of Richmond, 6911 No. 3 Road, Richmond, BC, V6Y 2C1  
Exempting that portion of the property occupied by Richmond Oval Corporation

**SCHEDULE K to BYLAW 8629**

**13. Civic Address:** 5440 Hollybridge Way

**Assessment Roll No.:** 057-590-000 **PID** 001-794-884

**Legal Description:** Lot 110 Section 5/6 Block 4 North Range 6 West Plan 48002  
Exempting that portion of the property occupied by the City of Richmond

**Owner/holder:** City of Richmond, 6911 No. 3 Road, Richmond, BC, V6Y 2C1

**14. Civic Address:** Unit 140-160 11590 Cambie Road

**Assessment Roll No.:** 085-643-001 **PID** 018-844-456

**Legal Description:** Lot C Section 36 Block 5 North Range 6 West Plan LMP17749  
Except Plan BCP 14207 Exempting that portion of the property occupied by Richmond Public Library

**Owner/holder:** Richmond Public Library, Cambie Branch

**15. Civic Address:** 12071 No. 5 Road

**Assessment Roll No.:** 051-557-060 **PID** 013-082-531

**Legal Description:** Section 12 Block 3 North Range 6 West NWD Plan 15624 Parcel  
A-J, Part NE 1/4, Ref 15624, Ref 8114 File No. 1000-05-021.

**Owner/holder:** City of Richmond, 6911 No. 3 Road, Richmond, BC V6Y 2C1





# City of Richmond

## Report to Committee

To: Finance Committee

Date: September 12, 2011


From: Jerry Chong  
Director, Finance

File:

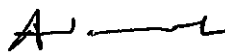
Re: Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 8798  
Business Licence Bylaw No. 7360, Amendment Bylaw No. 8799

### Staff Recommendation

1. That Consolidated Fee Bylaw No. 8636, Amendment Bylaw No. 8798 which introduces a Business Licence Fee Schedule and increases all fees by 2% as detailed in the report from the Manager - Revenue and the Chief Licence Inspector be introduced and given first, second and third readings.
2. That Business Licence Bylaw No. 7360, Amendment Bylaw No. 8799 that deletes the Business Licence Fee Schedule as described in the staff report dated September 12, 2011 from the Manager - Revenue and Chief Licence Inspector be introduced and given first, second and third readings.

  
Jerry Chong  
Director, Finance  
(604-276-4064)

Att.

FOR ORIGINATING DEPARTMENT USE ONLY			
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>	
Business Licences	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
City Clerk	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
Community Bylaws	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
Fire Rescue	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
Law	Y <input type="checkbox"/> N <input type="checkbox"/>		
RCMP	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
Building Approvals	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
Development Applications	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
<b>REVIEWED BY TAG</b>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	<b>REVIEWED BY CAO</b>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

## Staff Report

### Origin

As part of the City's Long Term Financial Management Strategy Policy 3707, it was recommended that fees and charges should be adjusted annually based on CPI increases. On January 10, 2011, Council adopted the Consolidated Fees Bylaw ("CFB") No. 8636 to amalgamate a majority of the City's fees and charges into one bylaw for ease of review and adjustment for CPI increases.

When the CFB No. 8636 was adopted, Business Licence Fees were not part of the consolidated bylaw. This report recommends including those fees in the Consolidated Fee Bylaw

### Analysis

The CPI increase for 2011 is projected to be 2%. All rates in the attached amendment Bylaw No. 8798 have been adjusted for this increase. As in the original bylaw, all adjusted fees greater than \$100 are rounded up to the nearest \$1.00, adjusted fees less than \$100 are rounded up to the nearest \$0.25 and adjusted fees less than \$1 are rounded up to the nearest \$0.05. This will minimize the number of transactions requiring small coinage.

Aside from the proposed 2% CPI increase, the following changes were also made to the CFB:

- **Schedule - Dog Licencing Fees**  
An amendment was made to this schedule to include the dog licencing fees for seniors who are 65 years of age or older. These fees existed in the Dog Licencing Bylaw No 7138 but was never included in the Consolidated Bylaw No 8636.
- **Schedule - Filming Applications and Fees**  
Rates for fire and rescue staff attendance at filming sites have been manually adjusted to reflect current wage rates and CPI.
- **Schedule - Fire Protection and Life Safety**  
Under this bylaw, rates for staff attendance have been manually adjusted to reflect current wage rates and CPI.
- **Schedule - Publication Fees**  
Removal of publication fees that are outdated or no longer applicable.

Schedule A from Business Licence Bylaw No. 7360 has been added to the Consolidated Fees Bylaw and will be subject to increases in accordance to projected CPI rates.

Other proposed amendments to the Licence Bylaw include deletion of references to the Licence Fee *Schedule A*. This reference will now be directed to the Consolidated Fee Bylaw.

### **Financial Impact**

Fee increases will offset CPI cost increases and therefore has little or no net financial impact to the City. However, if the fees are not adjusted accordingly, CPI cost increases related to these services will be recovered through an estimated 0.07% increase in property taxes or approximately \$130,000 in additional tax revenue.

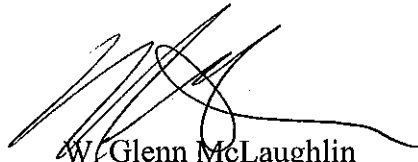
### **Conclusion**

Increasing fees and charges keep the 2012 proposed budget in line with inflationary expenses and including Business Licence Fees into the Consolidated Fee Bylaw will allow for ease of fee administration.



Ivy Wong  
Manager, Revenue  
(604-276-4046)

IW:wgm



W. Glenn McLaughlin  
Chief Licence Inspector & Risk Manager  
(604-276-4136)



**Consolidated Fees Bylaw No 8636  
Amendment Bylaw No. 8798**

The Council of the City of Richmond enacts as follows:

- 1) The Consolidated Fees Bylaw No. 8636, as amended, is further amended:
  - a) by deleting in their entirety, the schedules attached to the Consolidated Fees Bylaw No 8636, as amended, and substituting the schedules attached to and forming part of this bylaw;
- 2) This Bylaw is cited as "Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 8798".

FIRST READING

SECOND READING

THIRD READING

ADOPTED

\_\_\_\_\_  
MAYOR

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

CITY OF RICHMOND
APPROVED for content by originating dept. <i>[Signature]</i>
APPROVED for legality by Solicitor <i>[Signature]</i>

## **SCHEDULE – ANIMAL CONTROL REGULATION**

### **Animal Control Regulation Bylaw No. 7932**

#### **Cat Breeding Permit Fee**

##### **Section 2.2**

<b>Description</b>	<b>Fee</b>
Cat breeding permit for three years	\$36.25

### **Animal Control Regulation Bylaw No. 7932**

#### **Impoundment Fees**

##### **Section 8**

<b>Description</b>	<b>Fee</b>
<b>1<sup>st</sup> time in any calendar year</b>	
Neutered male or spayed female dog	\$41.75
Non-neutered male or unspayed female dog	\$125.00
Dangerous dog*	\$519.00
<b>2<sup>nd</sup> time in any calendar year</b>	
Neutered male or spayed female dog	\$83.00
Non-neutered male or unspayed female dog	\$260.00
Dangerous dog*	\$1,036.00
<b>3<sup>rd</sup> time and subsequent times in any calendar year</b>	
Neutered male or spayed female dog	\$260.00
Non-neutered male or unspayed female dog	\$519.00
Dangerous dog*	\$1,036.00

*\*Subject always to the power set out in Section 8.3.12 of Animal Control Regulation Bylaw No. 7932 to apply for an order that a dog be destroyed*

*Note: In addition to the fees payable above (if applicable), a licence fee will be charged where a dog is not currently licenced.*



**Animal Control Regulation Bylaw No. 7932****Impoundment Fees (cont.)****Section 8**

<b>Description</b>	<b>Fee</b>
Bird	\$5.50
Domestic farm animal <i>Impoundment fee also subject to transportation costs</i>	\$62.25
Other animal <i>Impoundment fee also subject to transportation costs</i>	\$31.25

**Animal Control Regulation Bylaw No. 7932****Maintenance Fees****Section 8**

<b>Description</b>	<b>Fee</b>
Dog	\$12.50
Cat	\$12.50
Bird	\$2.50
Domestic farm animal	\$31.25
Other animal	\$10.50

*Note: For all of the Animal Control Regulation Maintenance Fees, a charge is issued for each day or portion of the day per animal*

## **SCHEDULE – ARCHIVES AND RECORDS**

### **Archives and Records Image Reproduction Fees**

<b>Description</b>	<b>Fee</b>	<b>Units</b>
<u>Records</u>		
Photocopying and printing of files/bylaw (First 4 pages free) <i>per page</i>	\$0.35	per page
Microfilm printing <i>per page</i>	\$0.35	per page
<u>Photograph Reproductions</u>		
Scanned image (each)	\$15.75	
CD	\$5.50	
5" x 7"	\$12.50	
8" x 10"	\$15.75	
11" x 14"	\$24.00	
16" x 20"	\$33.25	
20" x 24"	\$41.75	
Negatives*	\$15.75	
<i>*If the Archives does not have a copy negative from which to reproduce an image, an additional reproduction fee will be charged to produce which will remain the property of the City of Richmond Archives</i>	<i>*Plus</i> \$15.75	

### **Archives and Records Use Fees**

<b>Description</b>	<b>Fee</b>
<u>Publication Fee</u>	
Websites, Books, CDs, etc. (Non-Commercial)	\$15.75
Websites, Books, CDs, etc. (Commercial)	\$31.25
Exhibition Fee (Commercial)	\$52.00

**Archives and Records**  
**Tax Searches Fees**

<b>Description</b>	<b>Fee</b>
<u>Tax Searches and Printing of Tax Records</u>	
Searches ranging from 1 to 5 years	\$26.25
Each year greater than 5 years	\$5.50

**Archives and Records**  
**Preliminary Site Investigation**

<b>Description</b>	<b>Fee</b>
Active Records Check Survey (per civic address searched)	\$208.00

**Archives and Records**  
**Mail Orders**

<b>Description</b>	<b>Fee</b>
Mail orders	\$5.50

*Note: Rush orders available at additional cost; discounts on reproduction fees available to students, seniors, and members of the Friends of the Richmond Archives (publication and commercial fees still apply)*

## **SCHEDULE – BILLING AND RECEIVABLES**

**Billing and Receivables**  
**Receivables Fees**

<b>Description</b>	<b>Fee</b>
Administrative charges for receivable projects undertaken for third parties	(20% of actual cost)
Non-Sufficient Fund (NSF) charges	\$30.75

**SCHEDULE – BOARD OF VARIANCE ESTABLISHMENT AND PROCEDURE****Board of Variance Establishment and Procedure Bylaw No. 7150****Application Fees**

Sections 3.1, 4.1

<b>Description</b>	<b>Fee</b>
Order regarding variance or exemption to relieve hardship	\$161.00
Order regarding extent of damage preventing reconstruction as non-conforming use	\$135.00

**SCHEDULE – BOULEVARD AND ROADWAY PROTECTION AND REGULATION****Boulevard and Roadway Protection and Regulation Bylaw No. 6366****Inspection Charges**

Section 11

<b>Description</b>	<b>Fee</b>
Additions & Accessory Buildings Single or Two Family Dwellings over 10 m <sup>2</sup> in size; In-ground Swimming Pools & Demolitions	\$156.00
Move-Offs; Single or Two Family Dwelling Construction	\$156.00
Combined Demolition & Single or Two Family Dwelling Construction	\$156.00
Commercial; Industrial; Multi-Family; Institutional; Government Construction	\$208.00
Combined Demolition & Commercial; Industrial; Multi-family; Institutional or Government Construction	\$208.00
Each additional inspection as required	\$78.00

## **SCHEDULE – BUILDING REGULATION**

### **Building Regulation Bylaw No. 7230**

#### **Plan Processing Fees**

#### **Section 5.13**

<b>Description</b>	<b>Fee</b>
For a new one family dwelling	\$571.00
For other than a new one family dwelling (a)	\$65.00
or (b) 50% to the nearest dollar of the estimated building permit fee specified in the applicable Building Permit Fees in Subsection 5.13.6 and other Building Types to a maximum of \$10,000.00	
- whichever is greater of (a) or (b)	
For a sewage holding tank	\$130.00

### **Building Regulation Bylaw No. 7230**

#### **Building Permit Fees for those buildings referred to in Subsection 5.13.6**

#### **Sections 5.2, 5.5, 5.6, 7.2**

<b>Description</b>	<b>Fee</b>
Nil to \$1,000.00 (minimum fee)	\$65.00
Exceeding \$1,000.00 up to \$100,000.00	\$65.00
*per \$1,000.00 of construction value or fraction of construction exceeding \$1,000.00 *Plus	\$10.00
Exceeding \$100,000.00 to \$300,000.00	\$1,055.00
**per \$1,000.00 of construction value or fraction of construction exceeding \$100,000.00 **Plus	\$9.50
Exceeding \$300,000.00	\$2,955.00
***per \$1,000.00 of construction value or fraction of construction exceeding \$300,000.00 ***Plus	\$7.50

*Note: The building permit fee is doubled where construction commenced before the building inspector issued a building permit.*

**Building Regulation Bylaw No. 7230****Building Permit Fees for all Other Building Types**

Sections 5.5, 5.9, 5.11, 5.14, 7.2, 11.1, 12.7, 12.9, 12.10

Description	Fee
Nil to \$1,000.00 (minimum fee)	\$65.00
Exceeding \$1,000.00 up to \$100,000.00	\$65.00
<i>*per \$1,000.00 of construction value or fraction of construction exceeding \$1,000.00</i> *Plus	\$10.25
Exceeding \$100,000.00 to \$300,000.00	\$1,079.75
<i>**per \$1,000.00 of construction value or fraction of construction exceeding \$100,000.00</i> **Plus	\$9.75
Exceeding \$300,000.00	\$3,029.75
<i>***per \$1,000.00 of construction value or fraction of construction exceeding \$300,000.00</i> ***Plus	\$7.75

*Note: The building permit fee is doubled where construction commenced before the building inspector issued a building permit.*

Despite any other provision of the Building Regulation Bylaw No. 7230, the “construction value” of a:

(a) one-family dwelling or two-family dwelling

(b) garage, deck, porch, interior finishing or addition to a one-family dwelling or two-family dwelling

is assessed by total floor area and deemed to be the following:

Description	Fee	Units
(i) new construction of first storey	\$1,098.00	per m <sup>2</sup>
	\$102.00	(per ft <sup>2</sup> )
(ii) new construction of second storey	\$1,011.00	per m <sup>2</sup>
	\$94.00	(per ft <sup>2</sup> )
(iii) garage	\$560.00	per m <sup>2</sup>
	\$52.25	(per ft <sup>2</sup> )
(iv) decks or porches	\$462.00	per m <sup>2</sup>
	\$43.00	(per ft <sup>2</sup> )
(v) interior finishing on existing buildings	\$517.00	per m <sup>2</sup>
	\$48.00	(per ft <sup>2</sup> )
(vi) additions	\$1,098.00	per m <sup>2</sup>
	\$102.00	(per ft <sup>2</sup> )

**Building Regulation Bylaw No. 7230****Building Permit Fees for all Other Building Types (cont.)**

Sections 5.5, 5.9, 5.11, 5.14, 7.2, 11.1, 12.7, 12.9, 12.10

<b>Description</b>	<b>Fee</b>
<u>Building Design Modification Fee</u>	
Plan Review (per hour or portion thereof)	\$115.00
Building Permit Fee for Temporary Building for Occupancy	\$519.00
<u>Re-inspection Fees</u>	
(a) for the third inspection	\$78.00
(b) for the fourth inspection	\$105.00
(c) for the fifth inspection	\$208.00
<i>Note: The fee for each subsequent inspection after the fifth inspection will be double the cost of each immediately previous inspection</i>	
<u>Special Inspection Fees:</u>	
(a) during the City's normal business hours	\$115.00
(b) outside the City's normal business hours	\$456.00
<i>*for each hour or part thereof after the first four hours</i>	<i>*Plus</i> \$115.00
Building Permit Transfer or Assignment Fee (a) <i>or (b) a fee of 10% to the nearest dollar of the original building permit fee</i> <i>- whichever is greater of (a) or (b)</i>	\$65.00
Building Permit Extension Fee (a) <i>or (b) a fee of 10% to the nearest dollar of the original building permit fee</i> <i>- whichever is greater of (a) or (b)</i>	\$65.00
<u>Building Move Inspection Fee:</u>	
(a) within the City boundaries	\$115.00
(b) outside the City boundaries when travel is by City vehicle	\$115.00
<i>**per km travelled</i>	<i>**Plus</i> \$1.50

*Note: Where the building inspector is required to use overnight accommodation, aircraft or ferry transportation in order to make a building move inspection, the actual costs of accommodation, meals and transportation are payable in addition to other applicable fees including salary cost greater than 1 hour*

**Building Regulation Bylaw No. 7230****Building Permit Fees for all Other Building Types (cont.)**

Sections 5.5, 5.9, 5.11, 5.14, 7.2, 11.1, 12.7, 12.9, 12.10

Description	Fee
Provisional Occupancy Inspection Fee (per building permit inspection visit)	\$260.00
Provisional Occupancy Notice Extension Fee	\$415.00
Building Demolition Inspection Fee for each building over 50 m <sup>2</sup> in floor area	\$408.00
Sewage Holding Tank Permit Fee	\$260.00
<u>Use of Equivalents Fees:</u>	
(a) each report containing a maximum of two separate equivalents	\$570.00
(b) for each equivalent greater than two contained in the same report	\$233.00
(c) for an amendment to an original report after the acceptance or rejection of the report	\$115.00
(d) for Air Space Parcels (treating buildings as one building)	\$2,040.00

**Building Regulation Bylaw No. 7230****Gas Permit Fees**

Sections 5.2, 5.5, 5.6, 5.9, 5.11 12.9, 12.10

Description	Fee	Units
Domestic Installation – <b>one family dwelling</b>	(a) \$65.00	per appliance
- <i>whichever is greater of (a) or (b)</i>	(b) \$24.00	
Domestic/Commercial/Industrial Installations – <b>two family dwellings</b> , multiple unit residential buildings, including townhouse units)		
(a) appliance input up to 29 kW	\$65.00	
(b) appliance input exceeding 29 kW	\$105.00	
<u>Special Inspection Fees:</u>		
(a) during the City's normal business hours	\$115.00	
(b) outside the City's normal business hours	\$456.00	
<i>*for each hour or part thereof after the first four hours</i>	<i>*Plus</i> \$115.00	



**Building Regulation Bylaw No. 7230****Gas Permit Fees (cont.)**

Sections 5.2, 5.5, 5.6, 5.9, 5.11 12.9, 12.10

Description	Fee
<u>Re-Inspection Fee:</u>	
(a) for the third inspection	\$78.00
(b) for the fourth inspection	\$105.00
(c) for the fifth inspection	\$208.00
<i>Note: The fee for each subsequent inspection after the fifth inspection will be double the cost of each immediately previous inspection</i>	
For a vent and/or gas valve or furnace plenum (no appliance)	\$65.00
<u>Piping alteration – for existing appliances</u>	
First 30 metres of piping	\$65.00
Each additional 30 metres or part thereof	\$24.00
Gas permit transfer or assignment fee (a)	\$65.00
<i>or (b) a fee of 10% to the nearest dollar of the original gas permit fee</i>	
<i>- whichever is greater of (a) or (b)</i>	
Gas permit extension fee (a)	\$65.00
<i>or (b) a fee of 10% to the nearest dollar of the original gas permit fee</i>	
<i>- whichever is greater of (a) or (b)</i>	

**Building Regulation Bylaw No. 7230****Plumbing Permit Fees**

Sections 5.2, 5.5, 5.6, 5.9, 5.11, 12.5, 12.7, 12.9, 12.10

Description	Fee	Units
<u>Plumbing</u>		
(a) installation of each plumbing fixture	\$24.00	
(b) minimum plumbing fee	\$65.00	
(c) connection of City water supply to any hydraulic equipment	\$65.00	
<u>Sprinkler &amp; Standpipes</u>		
(a) installation of any sprinkler system	\$65.00	
<i>*per additional head</i>	*Plus \$2.00	
(b) installation of each hydrant, standpipe, hose station, hose valve, or hose cabinet used for fire fighting	(c) \$65.00 (d) \$24.00	per item
<i>- whichever is greater of (c) or (d)</i>		

**Building Regulation Bylaw No. 7230****Plumbing Permit Fees (cont.)**

Sections 5.2, 5.5, 5.6, 5.9, 5.11, 12.5, 12.7, 12.9, 12.10

Description	Fee	Units
<u>Water Service</u>		
(a) for the first 30 metres of water supply service pipe to a building or structure	\$65.00	
(b) for each additional 30 metres of water supply service pipe to a building and structure	\$24.00	
<u>Sanitary &amp; Storm Sewers; Building Drains &amp; Water Distribution</u>		
(a) for the first 30 metres of a sanitary sewer, and/or storm sewer, and/or building drain, or part thereof	\$65.00	
(b) for each additional 30 metres of a sanitary sewer, and/or storm sewer, and/or building drain, or part thereof	\$24.00	
(c) for the first 30 metres of a rough-in installation for a water distribution system in a multiple unit non-residential building for future occupancy, or part thereof	\$65.00	
(d) for each additional 30 metres of a rough-in installation for a water distribution system in a multiple unit non-residential building for future occupancy, or part thereof	\$24.00	
(e) for the installation of any neutralizing tank, catch basin, sump, or manhole	(f) \$65.00 (g) \$24.00	per item
- whichever is greater of (f) or (g)		
<u>Special Inspections</u>		
(a) during the City's normal business hours	\$115.00	
(b) outside the City's normal business hours or each hour	\$456.00	
*for part thereof exceeding the first four hours	*Plus \$115.00	
<u>Design Modification Fees</u>		
Plan review	\$115.00	per hour
<i>Applicable to Plumbing, Sprinkler &amp; Standpipes, Water Service, and Sanitary &amp; Storm Sewers; Building Drains &amp; Water Distributions</i>		

**Building Regulation Bylaw No. 7230****Plumbing Permit Fees (cont.)**

Sections 5.2, 5.5, 5.6, 5.9, 5.11, 12.5, 12.7, 12.9, 12.10

Description	Fee
<u>Plumbing Re-Inspection Fee</u> (a) for the third inspection (b) for the fourth inspection (c) for the fifth inspection  <i>Note: The fee for each subsequent inspection after the fifth inspection will be double the cost of each immediately previous inspection</i>	\$78.00 \$105.00 \$208.00
Plumbing Permit Transfer or Assignment Fee (a) <i>or (b) a fee of 10% to the nearest dollar of the original plumbing permit fee</i> <i>- whichever is greater of (a) or (b)</i>	\$65.00
Plumbing Permit Extension Fee (a) <i>or (b) a fee of 10% to the nearest dollar of the original plumbing permit fee</i> <i>- whichever is greater of (a) or (b)</i>	\$65.00
Provisional Plumbing Compliance Inspection Fee (per permit visit) Provisional Plumbing Compliance Notice Extension Fee Potable Water Backflow Preventer Test Report Decal	\$130.00 \$208.00 \$21.00

## **SCHEDULE – BUSINESS LICENCE**

### **Business Licence Bylaw No. 7360**

#### **Assembly Use Group 1**

<b>Group 1 - Business Licence Fee assessed by total floor area</b>		
<i>Except Food Caterers which are assessed a fee in accordance with Group 3</i>		
<b>Square Metres (m<sup>2</sup>)</b>	<b>(Square Feet) (ft<sup>2</sup>)</b>	<b>Fee</b>
0.0 to 93.0	(0 to 1000)	\$150.00
93.1 to 232.5	(1001 to 2500)	\$228.00
232.6 to 465.0	(2501 to 5000)	\$395.00
465.1 to 930.0	(5001 to 10000)	\$632.00
930.1 to 1860.1	(10001 to 20000)	\$1,120.00
1860.2 to 2790.1	(20001 to 30000)	\$1,603.00
2790.2 to 3720.2	(30001 to 40000)	\$2,093.00
3720.3 to 4650.2	(40001 to 50000)	\$2,574.00
4650.3 to 5580.3	(50001 to 60000)	\$3,062.00
5580.4 and over	(60001 and over)	\$3,472.00
Food Primary Liquor Licence Fee		\$314.00
Mobile Vendors (Food) Fee (per vehicle)		\$73.50

### **Business Licence Bylaw No. 7360**

#### **Assembly Use Group 2**

<b>Group 2 - Business Licence Fee assessed by Number of Seats</b>	
<b>Seats</b>	<b>Fee</b>
0 to 30	\$477.00
31 to 60	\$950.00
61 to 90	\$1,425.00
91 to 120	\$1,902.00
121 to 150	\$2,373.00
151 to 180	\$2,848.00
181 to 210	\$3,320.00
211 and over	\$3,472.00

**Business Licence Bylaw No. 7360**  
**Assembly Use Group 3**

<b>Group 3 - Business Licence Fee assessed by Number of Employees (including owners)*</b>	
<b>Employees</b>	<b>Fee</b>
0 to 5	\$121.00
6 to 10	\$203.00
11 to 15	\$294.00
16 to 25	\$436.00
26 to 50	\$632.00
51 to 100	\$912.00
101 to 200	\$1,287.00
201 to 500	\$1,859.00
501 to 1000	\$2,809.00
1001 and over	\$3,472.00

*\*For the purpose of assessing a licence fee, two part-time employees are counted as one full-time employee*

**Business Licence Bylaw No. 7360**  
**Residential Use**

<b>Residential Use - Business Licence Fee assessed by Number of Rental Units</b>	
<b>Units</b>	<b>Fee</b>
0 to 5	\$145.00
6 to 10	\$223.00
11 to 25	\$383.00
26 to 50	\$622.00
51 to 100	\$1,097.00
101 to 200	\$1,569.00
201 to 300	\$2,045.00
301 to 400	\$2,514.00
401 to 500	\$2,985.00
501 and over	\$3,472.00

**Business Licence Bylaw No. 7360****Service Use**

<b>Service Use - Business Licence Fee assessed by Number of Employees (including owners)*</b>	
<b>Employees</b>	<b>Fee</b>
0 to 5	\$121.00
6 to 10	\$209.00
11 to 15	\$305.00
16 to 25	\$450.00
26 to 50	\$644.00
51 to 100	\$938.00
101 to 200	\$1,317.00
201 to 500	\$1,907.00
501 to 1000	\$2,872.00
1001 and over	\$3,472.00

*\*For the purpose of assessing a licence fee, two part-time employees are counted as one full-time employee*

**Business Licence Bylaw No. 7360****Mercantile Use**

<b>Mercantile Use - Business Licence Fee assessed by total floor area</b>		
<b>Square Metres (m<sup>2</sup>)</b>	<b>(Square Feet) (ft<sup>2</sup>)</b>	<b>Fee</b>
0.0 to 93.0	(0 to 1000)	\$121.00
93.1 to 232.5	(1001 to 2500)	\$193.00
232.6 to 465.0	(2501 to 5000)	\$353.00
465.1 to 930.0	(5001 to 10000)	\$597.00
930.1 to 1860.1	(10001 to 20000)	\$1,080.00
1860.2 to 2790.1	(20001 to 30000)	\$1,570.00
2790.2 to 3720.2	(30001 to 40000)	\$2,052.00
3720.3 to 4650.2	(40001 to 50000)	\$2,535.00
4650.3 to 5580.3	(50001 to 60000)	\$3,021.00
5580.4 and over	(60001 and over)	\$3,472.00

**Business Licence Bylaw No. 7360****Industrial/Manufacturing Use**

<b>Industrial/Manufacturing Use - Business Licence Fee assessed by Number of Employees (including owners)*</b>	
<b>Employees</b>	<b>Fee</b>
0 to 5	\$145.00
6 to 10	\$240.00
11 to 15	\$336.00
16 to 25	\$477.00
26 to 50	\$670.00
51 to 100	\$950.00
101 to 200	\$1,330.00
201 to 500	\$1,896.00
501 to 1000	\$2,843.00
1001 and over	\$3,472.00

*\*For the purpose of assessing a licence fee, two part-time employees are counted as one full-time employee*

**Business Licence Bylaw No. 7360****Vehicle for Hire Businesses**

<b>Description</b>	<b>Fee</b>
<u>Vehicle for Hire Business Fee</u>	
Each Vehicle for Hire applicant must pay (1) and (2)*:	
(1) Vehicle for Hire office fee	\$121.00
(2) Per vehicle licence fee*	
<i>based on the number of vehicles</i>	
CLASS "A" Taxicab	\$111.00
CLASS "B" Limousine	\$73.50
CLASS "C" Sightseeing Taxicab	\$111.00
CLASS "D" Airport Taxicab	\$111.00
CLASS "E" Private Bus	\$111.00
CLASS "I" Charter Minibus	\$111.00
CLASS "J" Rental Vehicle	
Group 1	\$13.50
Group 2	\$73.50
CLASS "K" Driver Training Vehicle	\$54.25
CLASS "M" Tow-Truck	\$111.00
CLASS "N" Taxicab for Persons with Disabilities	\$111.00
CLASS "P" Pedicab	\$111.00
 <i>*Notwithstanding the per-vehicle licence fees stipulated in Section 2, the maximum licence fee for any Vehicle for Hire business</i>	 \$3,472.00
Transferring a Vehicle for Hire Licence within any calendar year	\$42.00
Replacing a Vehicle for Hire Licence plate or decal	\$12.25

**Business Licence Bylaw No. 7360****Vending Machine Uses**

<b>Description</b>	<b>Fee</b>
<u>Vending Machine Business Licence Fee</u>	
Group 1 (per machine)	\$26.75
Group 2 (per machine)	\$37.75
Group 3 (per machine)	\$8.25
Banking Machine licence fee (per machine)	\$116.00
Amusement Machine licence fee (per machine)	\$26.75



**Business Licence Bylaw No. 7360**  
**Adult Orientated Uses**

<b>Description</b>	<b>Fee</b>
Adult entertainment establishment licence	\$3,472.00
Casino	\$5,494.00
<u>Body-painting studio</u>	
Studio licence	\$3,472.00
Each body-painting employee	\$121.00
<u>Body-rub studio</u>	
Studio licence	\$3,472.00
Each body-rub employee	\$121.00
<u>Escort service</u>	
Escort service licence	\$3,472.00
Each escort employee	\$121.00

**Business Licence Bylaw No. 7360**  
**Farmer's Market**

<b>Description</b>	<b>Fee</b>
Farmer's market licence	\$121.00

**Business Licence Bylaw No. 7360**  
**Licence Transfers, Changes and Reprints**

<b>Description</b>	<b>Fee</b>
Transferring a licence from one person to another, or for issuing a new licence because of a change in information on the face of such licence, except a change between licence categories or subcategories	\$42.00
Changing the category or subcategory of a licence (a) <i>or (b) the difference between the existing licence fee  and the fee for the proposed category or subcategory  - whichever is greater of (a) or (b)</i>	\$42.00
Licence reprint	\$10.25

**Business Licence Bylaw No. 7360**  
**Off-Leash Permits**

<b>Description</b>	<b>Fee</b>
Annual permit	\$102.00

## **SCHEDULE – DITCH AND WATERCOURSE PROTECTION AND REGULATION**

### **Ditch and Watercourse Protection and Regulation Bylaw No. 7285**

Sections 2.1, Section 2.2

<b>Description</b>	<b>Fee</b>
<u>Ditch Crossing Permit</u>	
Standard Width Permit Fee*	\$105.00

*\*Extended Width Inspection Fee is 4% of engineering cost estimate for the construction*

## **SCHEDULE – DOG LICENCING**

### **Dog Licensing Bylaw No. 7138**

Sections 2.1, 2.3

<b>Description</b>	<b>Fee</b>
<u>Dog – Not neutered or spayed</u>	
Normal Fee	\$71.50
Prior to March 1 <sup>st</sup> of the year for which the application is made	\$51.00
<u>Dog – Neutered or spayed</u>	
Normal Fee	\$30.75
Prior to March 1 <sup>st</sup> of the year for which the application is made	\$20.50
<i>For seniors who are 65 years of age or older that have paid prior to March 1<sup>st</sup> of the year for which the application is made</i>	\$10.25
<u>Dangerous Dog – Not neutered or spayed</u>	
Normal Fee	\$255.00
Prior to March 1 <sup>st</sup> of the year for which the application is made	\$204.00
<u>Dangerous Dog – Neutered or spayed</u>	
Normal Fee	\$204.00
Prior to March 1 <sup>st</sup> of the year for which the application is made	\$153.00
<i>For seniors who are 65 years of age or older that have paid prior to March 1<sup>st</sup> of the year for which the application is made</i>	\$76.50
Replacement tag*	\$5.25
*Fee for a replacement tag for each dog tag lost or stolen; or for each dog licence to replace a valid dog licence from another jurisdiction	

## **SCHEDULE – FILMING APPLICATION AND FEES**

### **Filming Application and Fees Bylaw No. 8172**

#### **Administration Fees**

##### **Section 3**

<b>Description</b>	<b>Fee</b>
Application for Filming Agreement	\$102.00
Film Production Business Licence	\$121.00
Street Use Fee (100 feet/day)	\$51.00

### **Filming Application and Fees Bylaw No. 8172**

#### **City Parks & Heritage Sites**

##### **Section 3**

<b>Description</b>	<b>Fee</b>	<b>Units</b>
Major Park		
<i>Per day</i>	\$765.00	
<i>Per ½ day</i>	\$510.00	
Neighbourhood Park		
<i>Per day</i>	\$510.00	
<i>Per ½ day</i>	\$306.00	
<u>Britannia Shipyard</u>		
Filming	\$2,040.00	per day
Preparation & Wrap	\$1,020.00	per day
Per Holding Day	\$510.00	per day
City Employee		
<i>Per regular working hour</i>	\$35.75	
<i>Per hour after 8 hours</i>	\$53.75	
<u>Minoru Chapel</u>		
Filming		
<i>October through June</i>	\$2,550.00	per day
<i>July through September</i>	\$3,060.00	per day
Preparation & Wrap	\$1,020.00	per day
Per Holding Day	\$510.00	per day
City Employee		
<i>Per regular working hour</i>	\$35.75	
<i>Per hour after 8 hours</i>	\$53.75	

**Filming Application and Fees Bylaw No. 8172****City Parks & Heritage Sites (cont.)****Section 3**

<b>Description</b>	<b>Fee</b>	<b>Units</b>
<u>Nature Park</u>		
Filming	\$1,020.00	per day
Preparation & Wrap	\$510.00	per day
City Employee		
<i>Per regular working hour</i>	\$20.50	
<i>Per hour after 8 hours</i>	\$30.75	
<u>Gateway Theatre</u>		
Filming	\$2,550.00	per day
Preparation & Wrap	\$1,020.00	per day
City Employee		
<i>Per regular working hour</i>	\$33.75	
<i>Per hour after 8 hours</i>	\$51.00	
<u>City Hall</u>		
Filming	\$2,040.00	per day
Preparation & Wrap	\$1,020.00	per day
City Employee		
<i>Per regular working hour</i>	\$20.50	
<i>Per hour after 8 hours</i>	\$30.75	

**Filming Application and Fees Bylaw No. 8172****Other Fees****Section 3**

<b>Description</b>	<b>Fee</b>	<b>Units</b>
<u>RCMP (4-hour minimum)</u>		
Per person	\$104.00	per hour
<u>Fire Rescue (4-hour minimum)</u>		
Fire Engine	\$128.00	per hour
Fire Captain	\$88.50	per hour
Firefighter (minimum 3 firefighters)	\$72.55	per hour, per person
Use of special effects	\$102.00	per day
Use of Fire Hydrant		
<i>First day</i>	\$199.00	
<i>Each additional day</i>	\$66.50	

## **SCHEDULE – FIRE PROTECTION AND LIFE SAFETY**

### **Fire Protection and Life Safety Bylaw No. 8306**

#### **Fees & Cost Recovery**

<b>Description</b>	<b>Section</b>	<b>Fee</b>	<b>Units</b>
Permit	4.1	\$21.00	
Permit Inspection, first hour	4.3	\$83.00	
Permit Inspection, subsequent hours or part thereof	4.3	\$52.00	
Attendance - open air burning without permit <i>first hour</i>	4.5.1	\$433.63	per vehicle
Attendance - open air burning without permit <i>subsequent half-hour or part thereof</i>	4.5.1	\$216.85	per vehicle
Attendance - open air burning in contravention of permit conditions <i>first hour or part thereof</i>	4.5.3	\$433.63	per vehicle
Attendance - open air burning in contravention of permit conditions <i>subsequent half-hour or part thereof</i>	4.5.3	\$216.85	per vehicle
Attendance - false alarm – contact person not arriving within 60 minutes after alarm <i>per hour or portion of hour Fire Dept standing by</i>	6.1.4 (b)	\$433.63	per vehicle
Vacant premises – securing premises	9.7.4	Actual cost	
Damaged building – securing premises	9.8.1	Actual cost	
Work done to effect compliance with order in default of owner	14.1.6	Actual cost	
Review - Fire Safety Plan any building	15.1.1 (b)		
Any building < 600 m <sup>2</sup> area		\$105.00	
Any building > 600 m <sup>2</sup> area		\$156.00	
High building, institutional		\$208.00	
Revisions (per occurrence)		\$52.00	
Inspection	15.2.1 (a)		
4 stories or less and less than 914 m <sup>2</sup> per floor		\$208.00	
4 stories or less and between 914 and 1524 m <sup>2</sup> per floor		\$312.00	
5 stories or more and between 914 and 1524 m <sup>2</sup> per floor		\$519.00	
5 stories or more and over 1524 m <sup>2</sup> per floor		\$726.00	

**Fire Protection and Life Safety Bylaw No. 8306**  
**Fees & Cost Recovery (cont.)**

<b>Description</b>	<b>Section</b>	<b>Fee</b>
Inspection or follow-up to an order <i>first hour</i>	15.2.1 (b)	\$83.00
Re-inspection or follow-up to an order <i>subsequent hours or part of hour</i>	15.2.1.(b)	\$52.00
Nuisance investigation, response & abatement	15.4.1	Actual cost
Mitigation, clean-up, transport, disposal of dangerous goods	15.4.2	Actual cost
<u>Attendance - False alarm</u>		
No false alarm reduction program in place	15.5.1	\$312.00
False alarm reduction program in place and participation	15.5.5	No charge
Caused by security alarm system	15.6.1	\$208.00
Monitoring agency not notified	15.7.1	\$208.00
Alternate solution report or application review	General	\$156.00

**SCHEDULE – FIREWORKS REGULATION****Fireworks Regulation Bylaw No. 7917****Permit Fees****Section 2.1**

<b>Description</b>	<b>Fee</b>
Display Permit application fee	\$105.00

**SCHEDULE – PROPERTY TAX CERTIFICATE FEES****Property Tax Certificate Fees**

<b>Description</b>	<b>Fee</b>
Requested in person at City Hall	\$36.75
Requested through BC Online	\$31.75

**SCHEDULE – PUBLIC HEALTH PROTECTION****Public Health Protection Bylaw No. 6989****False Alarm Fee****Section 3.1.3.5**

<b>Description</b>	<b>Fee</b>
False alarm fee where the intentional or unintentional activation of a house alarm causes the unnecessary response of an inspector	\$105.00

## **SCHEDULE – PUBLICATION FEES**

### **Publication Fees**

<b>Description</b>	<b>Fee</b>
<u>Computer Sections Maps, 24" x 24"</u>	
Individual	\$5.00
CD	\$75.75
Custom Mapping (per hour)	\$61.25
Design Specifications (contents only)	\$94.75
Drafting Standards	\$94.75
<u>Drawing Pints (As-Builts)</u>	
A-1 Size, 24" x 36"	\$5.00
B Size, 18" x 24"	\$3.25
<u>GIS Data Requests</u>	
Service fee	\$105.00
First layer*	\$150.00
Each additional layer*	\$52.00
CD or DVD of GIS layers of Municipal works of City of Richmond	\$6,212.00
Single-Family Lot Size Policy, March 1990	\$21.00
Supplemental Specifications and Detail Drawings (contents only)	\$94.75
<u>Street Maps</u>	
Large, 36" x 57"	\$7.75
Small, 22" x 34"	\$5.00
<u>Utility Section Maps, 15" x 24"</u>	
Individual	\$3.25
CD	\$75.75

*\*Fees are multiplied by the number of sections requested*



## **SCHEDULE – RCMP DOCUMENTATION FEES**

### **RCMP Documentation Fees**

<b>Description</b>	<b>Fee</b>	<b>Units</b>
Criminal Record Checks	\$56.25	
Criminal Record Checks - Volunteers	No Charge	
Police Certificate (including prints)	\$56.25	
Fingerprints	\$56.25	
Pardon applications/Records Clearance	\$56.25	
Name Change Applications	\$56.25	
Collision Analyst Report	\$531.00	
Field Drawing Reproduction	\$37.75	
Scale Drawing	\$107.00	
Mechanical Inspection Report	\$225.00	
Police Report and Passport Letter	\$56.25	
Insurance Claim Letter	\$56.25	
Court Ordered File Disclosure	\$56.25	
<i>*per page</i>	<i>*Plus</i> \$0.75	per page
<i>**Shipping cost</i>	<i>**Plus</i> \$7.25	
Photos 4" x 6" (per photo)	\$2.25	per photo
<i>***Shipping cost</i>	<i>***Plus</i> \$7.25	
Photos	\$1.25	each laser
Photos - Burn CD	\$17.50	
Video Reproduction	\$43.00	
Audio Tape Reproduction	\$41.00	

## **SCHEDULE – RESIDENTIAL LOT (VEHICULAR) ACCESS REGULATION**

### **Residential Lot (Vehicular) Access Regulation Bylaw No. 7222**

#### **Administration Fees**

#### **Section 2.3**

<b>Description</b>	<b>Fee</b>
<u>Driveway Crossing Application</u>	
Administration/Inspection Fee	\$78.00

## **SCHEDULE – SIGN REGULATION**

### **Sign Regulation Bylaw No. 5560**

#### **Sign Permit Fees**

<b>Description</b>	<b>Fee</b>
Application processing fee*	\$47.00
Up to 5 m <sup>2</sup>	\$47.00
5.01 m <sup>2</sup> to 15 m <sup>2</sup>	\$62.25
15.01 m <sup>2</sup> to 25 m <sup>2</sup>	\$93.00
25.01 m <sup>2</sup> to 45 m <sup>2</sup>	\$125.00
45.01 m <sup>2</sup> to 65 m <sup>2</sup>	\$166.00
65.01 m <sup>2</sup> or more	\$208.00
Permit to alter a sign or relocate a sign on the same lot	\$47.00

*\*Each applicant for a sign permit shall submit the processing fee together with his application. Upon approval of the application, this fee will be a credit towards the appropriate permit fee levied as set out in this Schedule. In cases of rejection of an application, the processing fee will not be refunded.*

## **SCHEDULE – TREE PROTECTION**

### **Tree Protection Bylaw No. 8057**

#### **Permit Fees**

Sections 4.2, 4.6

<b>Description</b>	<b>Fee</b>
Permit application fee	
To remove a hazard tree	No Fee
One (1) tree per parcel during a 12 month period	No Fee
Two (2) or more trees	\$52.00
Renewal, extension or modification of a permit	\$52.00

## **SCHEDULE – VEHICLE FOR HIRE REGULATION**

### **Vehicle For Hire Regulation Bylaw No. 6900**

#### **Permit & Inspection Fees**

Sections 3.7, 6.3

<b>Description</b>	<b>Fee</b>	<b>Units</b>
Transporting of trunks	\$5.50	per trunk
Towing permit	\$52.00	
Inspection fee for each inspection after the second inspection	\$26.25	

## **SCHEDULE – WATER USE RESTRICTION**

### **Water Use Restriction Bylaw No. 7784**

#### **Permit Fees**

Section 3.1

<b>Description</b>	<b>Fee</b>
New lawns or landscaping permit application fee	\$31.25

**SCHEDULE – WATERCOURSE PROTECTION AND CROSSING****Watercourse Protection and Crossing Bylaw No. 8441****Application Fees**

<b>Description</b>	<b>Fee</b>
<u>Culvert</u>	
Application Fee	\$306.00
City Design Option	\$1,020.00
Inspection Fee *	\$20.50
<i>*Per linear metre of culvert</i>	
<u>Bridge</u>	
Application Fee	\$102.00
Inspection Fee	\$204.00

*Note: There is no City Design Option for bridges*



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**Business Licence Bylaw No 7360,  
Amendment Bylaw No. 8799**

The Council of the City of Richmond enacts as follows:

1. Business Licence Bylaw No. 7360 is hereby amended by:
  - a. Deleting from the Table of Contents Schedule A, Schedule B and Schedule C.
  - b. In section 1.1 (b) the words "Schedule A" are deleted and replaced with "the Consolidated Fee Bylaw No. 8636".
  - c. In section 2.1.27.2 (a) the words "Schedule A" are deleted and replaced with "the Consolidated Fee Bylaw No. 8636".
  - d. In section 2.1.27.4 (a) the words "Schedule A" are deleted and replaced with "the Consolidated Fee Bylaw No. 8636".
  - e. In section 2.1.27.6 (a) the words "Schedule A" are deleted and replaced with "the Consolidated Fee Bylaw No. 8636".
  - f. In section 2.3.2 (e) the words "Schedule C, which is attached to and forms a part of this bylaw" are deleted and replaced with "the Consolidated Fee Bylaw No. 8636".
  - g. In section 2.4.1(g) the words "Schedule A" are deleted and replaced with "the Consolidated Fee Bylaw No. 8636".
  - h. In section 3.11 the words "Schedule A" are deleted and replaced with "the Consolidated Fee Bylaw No. 8636".
  - i. In section 4.3.4 the words "Schedule B, which is attached to and forms a part of this bylaw" are deleted and replaced with "the Consolidated Fee Bylaw No. 8636".
  - j. In section 4.3.5 (a) (ii) the words "Schedule B" are deleted and replaced with "the Consolidated Fee Bylaw No. 8636".
  - k. Schedule A to Bylaw No. 7360 is deleted in its entirety.
  - l. Schedule B to Bylaw No. 7360 is deleted in its entirety.

- m. Schedule C to Bylaw No. 7360 is deleted in its entirety.
2. This Bylaw is cited as "Business Licence Bylaw No. 7360, Amendment Bylaw No. 8799".

FIRST READING

SECOND READING

THIRD READING

ADOPTED

\_\_\_\_\_  
MAYOR

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

CITY OF RICHMOND
APPROVED for content by originating dept.

APPROVED for legality by Solicitor






# City of Richmond

## Report to Committee

**To:** Finance Committee

**Date:** September 20, 2011

**From:** George Duncan  
Chief Administrative Officer  
& President and CEO  
Richmond Olympic Oval


**File:**

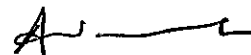
Andrew Nazareth  
General Manager, Business and Financial Services  
& Chief Financial Officer, Richmond Olympic Oval

**Re:** 2nd Quarter 2011 - Financial Information for the Richmond Olympic Oval Corporation

### Staff Recommendation

That the report on Financial Information for the Richmond Olympic Oval Corporation for the second quarter ended June 30, 2011 from the Controller of the Richmond Olympic Oval Corporation be received for information.

  
George Duncan  
Chief Administrative Officer  
& President and CEO  
Richmond Olympic Oval

  
Andrew Nazareth  
General Manager, Business and Financial Services  
& Chief Financial Officer, Richmond Olympic Oval

REVIEWED BY TAG

YES

NO

*file* ☒

☐





**DATE:** September 28, 2011

**TO:** George Duncan  
Chief Executive Officer, Richmond Olympic Oval Corporation

Andrew Nazareth  
Chief Financial Officer, Richmond Olympic Oval Corporation

John Mills  
General Manager, Richmond Olympic Oval Corporation

**FROM:** Rick Dusanj, CA  
Controller, Richmond Olympic Oval Corporation

**Re:** Richmond Olympic Oval Corporation – 2<sup>nd</sup> Quarter 2011 Financial information

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#### **Origin**

Section 7.3 of the Operating Agreement between the City of Richmond (the "City") and the Richmond Olympic Oval Corporation (the "Corporation") requires reporting with respect to business plans, budgets, audited financial statements, and quarterly comparisons of actual results to budget along with projections to fiscal year end. This staff report deals with the second quarter business plan and financial results for the 3 months ended June 30, 2011 ("Q2").

#### **Business Plans and Planning**

Highlights of the activities undertaken by Oval staff during Q2 are described below.

#### Community use

A Community Engagement Program was launched in February 2011 in order to develop greater interest and community involvement in the use of the Oval facilities. Oval open houses and tours were attended by 51 people from 28 groups representing local sports, arts and culture, community associations, social services agencies, Richmond School District and Vancouver Coastal Health. The Oval team hosted targeted consultations with representatives from the Richmond Arenas Community Association Board and their associate member ice user groups, presidents from the Richmond Community Associations, Tourism Richmond's Executive Director and senior staff, Richmond School District Athletic Director, and the Richmond Sports Council President.

The Oval continues to provide access of its facility to the Richmond community. Approximately 83% of the Oval members are Richmond residents. In addition, for those rentals that have already been confirmed for the fourth quarter of 2011, Richmond organizations and residents represent a majority of the usage of the ice, track and court areas during prime time. The percentage of prime

time usage by Richmond organizations and residents already confirmed for the fourth quarter is 73% of ice usage, 58% of track usage, and 81% of court usage.

The Oval continues its efforts to host local and national events. Some of the major events that took place during Q2 included Volleyball BC 18 and under Provincial Championships, the Canadian Fencing Federation Western Championships, Canadian Junior National Badminton Championships, British Columbia Recreation & Parks Association Symposium, Handball National Championships, and Wushu CAN-AM Championships. Some of the upcoming events include the TSN Glen Sutor Football Camp, the 2012 National Karate Championships, 2012 Canadian Short Track Championship, 2012 Canadian Sport Tourism Alliance Sport Events Congress, 2012 National Wheelchair Basketball Championship, and 2012 Yonex Canada Open.

#### High Performance Sport

The programs run by the Center of Excellence include the Volleyball Centre of Excellence and the Table Tennis Centre of Excellence. These programs continue to grow and attract participants.

#### Leasing

LifeMark Sports Medicine officially opened operations in May 2011.

#### Legacy Partners ("Sponsors")

Sponsorship revenue was earned during Q2.

#### Governance

A meeting of the Corporation's Board of Directors took place on April 27, 2011. In addition meetings of the Audit & Finance Committee and the Business & Budget Planning Committee took place during Q2.

#### **Comments on the Financial Results for Q2**

**Basis of Accounting** – The unaudited financial statements and budget have been prepared in accordance with Canadian Generally Accepted Accounting Principles (GAAP) on a full accrual basis. The one exception to this is the transfer of \$850,000 to the Capital Reserve which represents one-half of the \$1.7M that is required in accordance with the Richmond Oval Agreement between the City and the Oval. The Company will be adopting Public Sector Accounting Board ("PSAB") standards of accounting in 2011. The Q2 financial statements and the budget have not been converted to PSAB. The statements incorporate the following concepts:

- 1) The 2011 approved budget is based on fiscal 2011 having operating revenues and operating expenses at levels for a normal year's uninterrupted operations.
- 2) The contribution received from the City of \$3.0 million in March and the 2010 Annual Distributable Amount from the 2010 Games Operating Trust ("GOT") of \$2.7 million are deferred and amortized to revenue at a rate of 1/12 per month. Cash in excess of current needs has been invested by the City.

### **Analysis of Significant Variances for Q2:**

**Revenues** from memberships and admissions of \$508,000 had a positive variance of \$17,000 when compared to the budget. Registered programs revenue was \$132,000 and had a negative variance of \$9,000 when compared to budget. Event and room rental revenue during Q2 was \$268,000 and had a positive variance of \$27,000 to budget. Other Revenue of \$245,000 was recorded during the quarter, which mainly included \$99,000 of Sponsorship, \$67,000 of parking and \$44,000 of Space leasing.

3 months **Salaries and Benefits** for Q2 were \$181,000 (13%) under budget. The favorable variance was attributable to the following:

- Membership Sales salaries and benefits were \$59,000 under budget primarily due to temporarily vacant positions in the Program Services and Membership Sales department;
- The salaries and benefits of the Operations department were \$36,000 under budget as a result of fewer casual operation staff hired in Q2; and
- Finance and Administration salaries and benefits were \$32,000 under budget primarily due a temporary vacant staff position.

Aggregate **Program Services** costs over the second quarter of 2011, excluding marketing, were \$584,000, which is \$111,000 (16%) under budget mainly due to salaries being under budget as previously explained.

**Marketing** costs in Q2 were \$48,000 under budget mainly due to favorable variances in the membership and the general marketing budget.

**Facility Operations** expenses were \$101,000 under budget during Q2 mainly due to lower salaries (\$36,000), lower repairs and maintenance (\$27,000) and lower supplies (\$14,000).

**Utilities** show a positive variance of \$17,000 (8%) which is fairly consistent with the budget for Q2.

**Administration and Finance** expenses for the second quarter were \$497,000 being \$48,000 (9%) under budget mainly due to salary and benefits being \$32,000 under budget primarily due to the departure of the previous Controller.

The total expenses in Q2 for controllable costs in the **Program Services, Facility Operations and Administration and Finance Departments**, before utilities and amortization, showed a positive variance of \$308,000.

## Summary

The 3 months ended June 30, 2011 was budgeted at a net income of \$48,000 and the actual results show a net income, before transfers of \$425,000 to the Capital Reserve, of \$574,000; a favorable variance of \$526,000. This is mainly due to favorable variances as discussed above. The approved budget for fiscal year 2011 is projected to have net income of \$601,000 before any transfers to the Capital Reserve and has not been revised based on the favorable variances in Q1 and Q2. If the trend continues, the Oval will perform substantially better than the budget.



Rick Dusanj, CA  
Controller, Richmond Olympic Oval Corporation

cc: Shana Turner  
Director, Administration & Corporate Services, Richmond Olympic Oval Corporation

# **RICHMOND OLYMPIC OVAL CORPORATION**

## **Statement of Earnings**

For the six months ended June 30, 2011

Unaudited, prepared by management

	QTR 2 2011				6 months 2011				Approved Budget 2011
	BUDGET	ACTUALS	\$ Variance Fav/(Unfav)	% Variance Fav/(Unfav)	BUDGET	ACTUALS	\$ Variance Fav/(Unfav)	% Variance Fav/(Unfav)	
<b>Revenue from operations:</b>									
Membership/admission	\$ 491,200	\$ 507,974	16,774	3%	\$ 903,198	\$ 942,367	39,169	4%	\$ 2,123,987
Registered program	140,348	131,749	(8,599)	-6%	304,489	313,689	9,200	3%	758,072
Rental of rooms/equipment and events	240,356	267,653	27,297	11%	652,607	690,385	37,778	6%	1,269,495
Funding from Games Operating Trust	625,000	684,850	59,850	10%	1,250,000	1,369,699	119,699	10%	2,500,000
City of Richmond contributions	755,625	755,625	-	0%	1,511,250	1,511,250	-	0%	3,022,500
Other	219,634	245,444	25,811	12%	419,179	435,313	16,134	4%	881,337
<b>Total revenue</b>	<b>2,472,163</b>	<b>2,593,295</b>	<b>121,132</b>	<b>5%</b>	<b>5,040,723</b>	<b>5,262,703</b>	<b>221,980</b>	<b>4%</b>	<b>10,555,391</b>
<b>Expenses:</b>									
<b>Program services:</b>									
Client services	155,644	122,789	32,855	21%	311,289	255,613	55,676	18%	622,575
Event services	38,063	26,470	11,593	30%	76,126	79,260	(3,134)	-4%	152,252
Sport services	258,233	257,909	324	0%	547,882	473,575	74,307	14%	1,171,772
Fitness services	147,776	137,361	10,415	7%	295,552	275,262	20,290	7%	583,416
General program and membership sales	95,136	39,534	55,603	58%	195,974	88,800	107,174	55%	388,148
Marketing	153,741	105,728	48,012	31%	307,481	207,648	99,833	32%	614,960
<b>Total program expenses</b>	<b>848,592</b>	<b>689,791</b>	<b>158,801</b>	<b>19%</b>	<b>1,734,304</b>	<b>1,380,158</b>	<b>354,146</b>	<b>20%</b>	<b>3,533,123</b>
<b>Facility Operations</b>	<b>603,529</b>	<b>502,083</b>	<b>101,446</b>	<b>17%</b>	<b>1,205,949</b>	<b>1,045,698</b>	<b>160,251</b>	<b>13%</b>	<b>2,415,081</b>
<b>Utilities</b>	<b>221,550</b>	<b>204,418</b>	<b>17,132</b>	<b>8%</b>	<b>553,875</b>	<b>400,180</b>	<b>153,695</b>	<b>28%</b>	<b>1,107,750</b>
<b>Admin/Finance</b>	<b>545,270</b>	<b>497,249</b>	<b>48,021</b>	<b>9%</b>	<b>1,063,957</b>	<b>1,030,542</b>	<b>33,415</b>	<b>3%</b>	<b>2,078,605</b>
<b>Contingencies</b>	<b>80,418</b>	<b>-</b>	<b>80,418</b>	<b>100%</b>	<b>160,836</b>	<b>-</b>	<b>160,836</b>	<b>100%</b>	<b>321,674</b>
<b>Amortization</b>	<b>124,549</b>	<b>125,330</b>	<b>(781)</b>	<b>-1%</b>	<b>249,098</b>	<b>248,882</b>	<b>215</b>	<b>0%</b>	<b>498,195</b>
<b>Total expenses</b>	<b>2,423,908</b>	<b>2,018,870</b>	<b>405,037</b>	<b>17%</b>	<b>4,968,017</b>	<b>4,105,459</b>	<b>862,558</b>	<b>17%</b>	<b>9,954,428</b>
<b>Net earnings for the period before transfers</b>	<b>\$ 48,255</b>	<b>\$ 574,424</b>	<b>526,169</b>		<b>\$ 72,706</b>	<b>\$ 1,157,244</b>	<b>1,084,538</b>		<b>\$ 600,963</b>
Transfer to Capital Reserve		425,000				850,000	**		
<b>Net earnings for the period after transfers</b>	<b>\$ 48,255</b>	<b>149,424</b>			<b>\$ 72,706</b>	<b>307,244</b>			

\*\* This represents one-half of the \$1.7M transfer to the Capital Reserve in accordance with the Richmond Oval Agreement between the City and the Oval.

### NOTE:

- 1) Numbers may be off due to rounding.
- 2) See accompanying report on the results for the second quarter and the fiscal year 2011.



## General Purposes Committee

Anderson Room, City Hall  
6911 No. 3 Road

Monday, October 3, 2011  
4:00 p.m.

Pg. #      ITEM

### MINUTES

- GP-3**      *Motion to adopt the minutes of the meeting of the General Purposes Committee held on Monday, September 19, 2011.*



### DELEGATION

1. Barrie Mowatt, President and Founder of Vancouver Biennale, to thank City Council for its support in helping the 2009–2011 Vancouver Biennale Exhibition realize its success.

### COUNCILLOR LINDA BARNES

- GP-7**      2. **LMTAC – VOTING IN LOCAL GOVERNMENT ELECTIONS & REFERENDA BY RESIDENTS LIVING ON INDIAN RESERVES**  
(Report by Councillor Linda Barnes) (File Ref. No. 01-0005-01/2011-Vol 01) (REDMS No. 3366491)

[TO VIEW eREPORT CLICK HERE](#)

See Page **GP-7** of the General Purposes agenda for full hardcopy report

### RECOMMENDATION

- (1) *That Council endorse the recommendations (Attachment 1) of the Lower Mainland Treaty Advisory Committee (LMTAC), as outlined in the draft discussion paper entitled 'Voting In Local Government Elections & Referenda by Residents Living on Indian Reserves' (Attachment 2); and*

- (2) *That Council communicate their views and endorsement directly to Minister Ida Chong, Ministry of Community, Sport, and Cultural Development, with a copy forwarded to the Hon. Mary Polak, Minister of Aboriginal Relations and Reconciliation.*

☐

ADJOURNMENT

☐



## General Purposes Committee

Date: Monday, September 19, 2011

Place: Anderson Room  
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair  
Councillor Linda Barnes  
Councillor Derek Dang  
Councillor Evelina Halsey-Brandt  
Councillor Greg Halsey-Brandt  
Councillor Sue Halsey-Brandt  
Councillor Ken Johnston  
Councillor Bill McNulty  
Councillor Harold Steves

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

It was moved and seconded

*That the report dated September 13, 2011, entitled RCMP Contract Management Committee, from the General Manager, Law and Community Safety, be added to the open agenda as Item No. 2.*

**CARRIED**

## MINUTES

It was moved and seconded

*That the minutes of the meeting of the General Purposes Committee held on Tuesday, September 6, 2011, be adopted as circulated.*

**CARRIED**



## COMMUNITY SERVICES DEPARTMENT

1. **STEVESTON HISTORICAL SOCIETY – UPDATED AGREEMENT**  
(File Ref. No. ) (REDMS No. 3322978 v3)

A discussion ensued amongst Rebecca Forrest, Acting Supervisor, Museum and Heritage Sites, Kim Somerville, Manager, Arts Services, and members of the Committee about some of the points in the proposed Material Terms of the non-exclusive license/operating agreement between the City and the Steveston Historical Society, and in particular on:

- Program revenue sharing, and why the City would receive 20% net revenue resulting from joint programming with the Society and any sublicensee. It was noted that the 20% revenue would provide the City with a mechanism for offsetting operating costs such as janitorial services, paper supplies and some maintenance. It was further noted that the City currently pays for all capital costs associated with the Museum;
- how the arrangement between the City and the Steveston Historical Society is different from the City's agreements with other community centres;
- revising the proposed Material Terms to include the post office as one of the permitted uses;
- disposition of the artefacts in the event the Society elects to dissolve. Discussion took place about how to deal with the artefacts that were donated to the museum with the understanding that they would not be given to the City of Richmond; and
- conducting an inventory of the artefacts.

Bruce Rozenhart, Chair, Steveston Historical Society, and Tracy Lakeman, Executive Director, Tourism Richmond, spoke about how the Society has been working with City staff and Tourism Richmond to enhance the heritage potential of the Post Office, the Museum and the Japanese Fisherman's Benevolent Society building.

It was noted that the current Visitor Information Kiosk on Bayview Street does not have electricity, therefore, visitors cannot make reservations or book accommodations and attractions. It was further noted that if a full visitor centre is opened up in the Museum building, it could become a year round operation.

As a result of the discussion, staff were directed to provide information to Council prior to the September 26, 2011 Regular Council meeting on the status of the inventory of artefacts.

## **General Purposes Committee**

**Monday, September 19, 2011**

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It was moved and seconded

- (1) *That the City enter into an agreement with the Steveston Historical Society regarding the Steveston Museum building located at 3811 Moncton Street and the Japanese Fisherman's Benevolent Society building located at 3811 Moncton Street on terms substantially in accordance with the report entitled "Steveston Historical Society – Updated Agreement" from the Director, Arts, Culture and Heritage Services dated September 6, 2011, except that No. 4 of the Material Terms of the non-exclusive license/operating agreement between the City and the Steveston Historical Society be amended to read as follows: "Permitted Use: solely for the purposes of a public museum, and any other uses, including a post office, only with the City's prior written consent; and***
- (2) *That the General Manager, Community Services and the Chief Administrative Officer be authorized to execute the agreement with the Steveston Historical Society on behalf of the City.***

**CARRIED**

### **2. RCMP CONTRACT MANAGEMENT COMMITTEE**

(File Ref. No. ) (REDMS No. 3358737)

In response to questions from Committee members, Phyllis Carlyle, General Manager, Law & Community Safety, advised that (i) it was anticipated that the RCMP Contract may be signed in March, 2012; (ii) the RCMP Contract Management Committee would become involved in some of the contract negotiations; and (iii) currently there is no compensation being offered by the Province or the UBCM for Committee members.

It was moved and seconded

***That Councillor Derek Dang be nominated by the City of Richmond to be appointed as a representative to the RCMP Contract Management Committee (as outlined in the report dated September 13, 2011 from the General Manager, Law & Community Safety).***

**CARRIED**

## **ADJOURNMENT**

It was moved and seconded

***That the meeting adjourn (4:46 p.m.).***

**CARRIED**

**General Purposes Committee**  
**Monday, September 19, 2011**

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Certified a true and correct copy of the Minutes of the meeting of the General Purposes Committee of the Council of the City of Richmond held on Monday, September 19, 2011.

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Mayor Malcolm D. Brodie  
Chair

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Shanan Dhaliwal  
Executive Assistant  
City Clerk's Office



# City of Richmond

## Report to Committee

**To:** General Purposes Committee

**Date:** September 20, 2011

**From:** Linda Barnes  
Councillor

**File:** 01-0005-01/2011-Vol  
01

**Re:** LMTAC - Voting in Local Government Elections & Referenda by Residents Living on Indian Reserves

### Recommendation

- 1) That Council endorse the recommendations (**Attachment 1**) of the Lower Mainland Treaty Advisory Committee (LMTAC), as outlined in the draft discussion paper entitled '*Voting In Local Government Elections & Referenda by Residents Living on Indian Reserves*' (**Attachment 2**).
- 2) That Council communicate their views and endorsement directly to **Minister Ida Chong**, *Ministry of Community, Sport, and Cultural Development*, with a copy forwarded to the **Hon. Mary Polak**, Minister of *Aboriginal Relations and Reconciliation*.

Linda Barnes  
Councillor  
(604-276-4134)

Att. 2

## Attachment 1

July 12, 2011

Dear Mayor Brodie and Council,

**Re: LMTAC Discussion Paper — Voting in Local Government Elections and Referenda by Residents Living on Indian Reserves**

On behalf of the *Lower Mainland Treaty Advisory Committee* (LMTAC), I write to provide you with a draft copy of LMTAC's most recent discussion paper: *Voting in Local Government Elections and Referenda by Residents Living on Indian Reserves*, which is **enclosed** for your consideration. The purpose of the discussion paper is to explain how the historical, geographic, and jurisdictional circumstances have led to the current situation where Indian Reserves, as federal lands and jurisdiction, are contained within local government boundaries, and residents living on Indian Reserves can vote in municipal and regional district elections and referenda.

The discussion paper has been developed in response to the concerns expressed by LMTAC Executive Committee members with respect to the jurisdictional overlap of Indian Reserves contained within municipal and regional district boundaries, and therefore considered part of the local government electoral area. According to the *BC Voters' Guide*, residents that live on Indian Reserves are able to participate in local government elections and referenda when the reserve is geographically located within the boundaries of the local government. The ability of residents living on Indian Reserves to participate in municipal elections and referenda is of concern because they are not subject to local government regulation and do not they pay local government taxes; in other words, 'representation without taxation'.

The discussion paper recommends that Indian Reserves be excluded from local government boundaries, which is consistent with provincial policy to specifically exclude Indian Reserves from municipal boundary expansions. In fact, one of the criteria set-out by the *Ministry of Community, Sport and Cultural Development* for municipal boundary expansions states that "Indian Reserves will not be within municipal boundaries." Inasmuch as provincial policy ensures that Indian Reserves will not be included within future municipal boundaries, there needs to be redress for existing jurisdictional circumstances within BC.

.../2

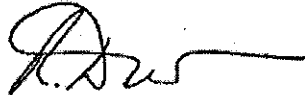
July 12, 2011

A review of the eligibility to vote in local government elections is timely, considering the emergence of new federal legislation such as the *First Nations Commercial and Industrial Development Act* (FNCIDA) and the *First Nations Certainty of Land Title Act* (FNCLTA). Large-scale residential market developments on Indian Reserves under FNCIDA are expected to result in a significant increase of the non-Aboriginal populations living on Indian Reserves, which will exacerbate the issue of 'representation without taxation'.

We ask that your Council or Board review the draft discussion paper and forward comments to LMTAC by September 7<sup>th</sup>, 2011. We also encourage you to communicate your views and endorsement of the paper directly to the Honourable Ida Chong, *Minister of Community, Sport and Cultural Development*.

Thank you for your on-going support to LMTAC and its activities. If you have any questions, please contact me via Agnes Rosicki, Managing Director, at (604) 451-6175.

Sincerely,



Mayor Ralph Drew, Chair  
Lower Mainland Treaty Advisory Committee

cc: LMTAC Members

Enclosure

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## Voting in Local Government Elections and Referenda by Residents Living on Indian Reserves

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July 29, 2011

*For Discussion Purposes Only — Without Prejudice  
(This draft discussion paper is intended to stimulate further debate  
on the issues and does not present final, defined positions.)*

LOWER  
MAINLAND  
TREATY  
ADVISORY  
COMMITTEE

### Lower Mainland Treaty Advisory Committee

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## 1 INTRODUCTION

In April 2011, the *Lower Mainland Treaty Advisory Committee* (LMTAC) released an updated version of its backgrounder titled *Democracy and First Nation Self-Government: Considering Rights of Representation for Non-Member Residents in First Nation Jurisdictions*. The backgrounder examined the representation rights provided to non-Aboriginals, and non-member Aboriginals, living on Indian Reserves and *Treaty Settlement Lands* (TSLs). While the focus of the original discussion paper was on the “taxation without representation” of non-Aboriginals living in First Nation jurisdictions, the purpose of this paper is to examine the issue of “representation without taxation” of both Aboriginals and non-Aboriginals with respect to their ability to participate in local government elections and referenda. This paper explains how the historical, geographic, and jurisdictional circumstances have led to the current situation where federal lands are located within local government boundaries<sup>1</sup> and residents living on Indian Reserves are able to vote in municipal and regional district elections and referenda.

While current provincial policy indicates that Indian Reserves will not be counted as part of future municipal boundaries, via expansions or new incorporations, the current situation where some Indian Reserves in British Columbia (BC) are already counted as part of local government boundaries have implications with regard to local government elections and referenda.

According to the *BC Voters Guide*, residents of Indian Reserves, both Aboriginal and non-Aboriginal, are entitled to vote in the elections of municipalities and regional districts in cases where the Indian Reserve is located within municipal or regional district boundaries.<sup>2</sup> The ability of these residents to participate in municipal elections and referenda is a concern to local governments as they are not subject to local government regulation and do not pay local government taxes<sup>3</sup> resulting in “representation without taxation.”<sup>4</sup>

Furthermore, legislation such as the *First Nations Commercial and Industrial Development Act* (FNCIDA) and *First Nations Certainty of Land Title Act* (FNCLTA), which are designed to attract commercial, industrial and residential development on Indian Reserves, will exacerbate the issue of “representation without taxation”, as large-scale market residential developments on Indian Reserves are expected to result in a significant increase of the non-Aboriginal populations living on Indian Reserve lands. As the numbers of non-Aboriginals living on Indian Reserves continues to grow, the populations will soon make-up a significant portion of eligible voters in local government elections and referenda, without paying local government taxes. The *BC Voters Guide* indicates that residents of Indian Reserves can vote in municipal elections and referenda when the reserve is located within municipal boundaries. The historical, geographic, and jurisdictional contexts discussed in this paper provide an explanation for how federal lands, in this case Indian Reserves, are located within municipal boundaries.

<sup>1</sup> While the historical and geographic context discussions will touch on the physical location of Indian Reserves, the focus of this paper and the concerns of local governments are related to the jurisdictional overlap of federal lands (Indian Reserves) being contained within local government boundaries. The concerns are NOT related to the physical location of Indian Reserves within or next to municipalities.

<sup>2</sup> [http://www.municipalelections.com/voters\\_guide.htm](http://www.municipalelections.com/voters_guide.htm)

<sup>3</sup> Non-Aboriginals living on Indian Reserves pay property taxes to the Indian Band, but these taxes are not remitted to the local government. It should be noted that the provincial government vacated this tax room to participating Indian Bands under the *Indian Self-Government Enabling Act* of 1990. Indian Bands exercising property taxation powers have exempted Aboriginal members from such taxes.



## 2 HISTORICAL CONTEXT

Many Indian Reserves were established in BC before municipalities existed in the province, and before modern municipal boundaries were developed. For instance, the *City of New Westminster*, the oldest city in Western Canada, was not incorporated until 1860; the *City of Vancouver* was not incorporated until 1886; and regional districts were not created in BC until 1965.<sup>5</sup>

Indian Reserves in BC were created in the late 1850s and 1860s by the colonial government, after BC was proclaimed an official British colony on November 19<sup>th</sup>, 1858.<sup>6</sup> The *terms of union* established when BC joined Canada, in 1871, divided the authority between the two levels of government.<sup>7</sup> The federal government held responsibility for First Nations and the trusteeship and management of lands reserved for First Nations.

In 1876, the *Indian Reserve Commission* was established to determine Indian Reserves in BC.<sup>8</sup> The *Commission* was authorized to create reserves to be used for the benefit of First Nations. Dominion crown lands were to be used to add land to reserves while any land removed became provincial land. The decisions of the *Commission* were made without consent from First Nations. Both the federal and provincial governments have played a role in shaping the current layout of Indian Reserves. For example, through use of the *Dominion Indian Affairs Settlement Act* of 1919 and the *British Columbia Indian Lands Settlement Act* of 1920, the provincial and federal governments expropriated more than 35,000 acres from reserves in BC.<sup>9</sup>

Therefore, the historical actions of the federal and provincial governments, including the removal of reserve land and altering of reserve boundaries, contributed to the current situation where Indian Reserves are contained within local government boundaries.

## 3 GEOGRAPHIC CONTEXT

Many First Nations in BC were situated in areas that were attractive to settlers. As such, cities were developed close to Indian Reserves and, over time, the cities expanded next to or around the reserves. At that time the various orders of government were not as concerned with the jurisdictional overlap that resulted from such practices. Similarly, as colonial settlement began, some First Nations in BC also migrated to areas adjacent to the new immigrant settlements; for example, the establishment of permanent (year-round) settlements by the *Squamish Nation* on the north shore of Burrard Inlet, and the relocation by the *Kwantlen First Nation* from the vicinity of New Westminster to the vicinity of Fort Langley.

Furthermore, as development near reserves expanded, the *Indian Reserve Commission* began to expropriate large portions of land in order to help foster such development. As Aboriginal rights and title in BC have never been addressed, the expropriation of Indian Reserves has resulted in various forms of compensation to affected First Nations. In certain cases, parts of the expropriated land have been returned to First Nations as reserve land. For example, in 2002 and

<sup>5</sup> Local Government Knowledge Partnership, University of Victoria, *40 Years: A Regional District Retrospective*, 2009.

<sup>6</sup> Union of BC Indian Chiefs, *Background on Indian Reserves in British Columbia*, <http://www.ubcic.bc.ca/Resources/ourhomesare/teachers/files/Background%20on%20Indian%20Reserves%20in%20British%20Columbia.pdf>

<sup>7</sup> Aboriginal Affairs and Northern Development Canada, <http://www.ainc-inac.gc.ca/ai/nr/is/abr-eng.asp>

<sup>8</sup> Dennis F. K. Madill for Research Branch, Corporate Policy, Department of Indian and Northern Affairs, 1981, <http://www.ainc-inac.gc.ca/al/hts/tgn/pubs/C-B/trcC-B-eng.asp>

<sup>9</sup> Union of BC Indian Chiefs (UBCIC).

2003, the *Squamish Nation* won several court and appeal cases resulting in the return of former reserve land in Kitsilano that had been expropriated by the *Commission* in 1886 and 1902 and given to the *Canadian Pacific Railway* (CPR).<sup>10</sup>

The impacts of the historical and geographic context on how Indian Reserves came to be contained within local government boundaries have been well documented. While the context behind the modern physical location of Indian Reserves is important to the discussion, local government concerns do not stem from the physical location of Indian Reserves, but rather the jurisdictional location.<sup>11</sup> Particularly, the question of how Indian Reserves, as federal lands that are under federal jurisdiction, can be counted as part of local government boundaries with regard to municipal and regional district elections despite being completely outside of local government jurisdiction in all other matters, deems closer examination. The concerns around this jurisdictional “overlap” are discussed in the following section.

#### 4 JURISDICTIONAL CONTEXT

In 1988, there were 45 scenarios of Indian Reserves being located within the boundaries of municipalities within BC.<sup>12</sup> In situations where non-Aboriginals leased parcels of land on Indian Reserves, BC local governments and other taxation authorities had the ability to tax such residents in the same manner as off-reserve properties. In 1988, Section 83 of the *Indian Act* was amended to provide Indian Bands the ability to collect property taxes from populations living on Indian Reserves. The amendment to the *Indian Act* did not remove the power of provincial governments and municipalities to tax non-members living on Indian Reserves.

In 1990, the BC provincial government passed the *Indian Self-Government Enabling Act*. The *Act* removed the ability of local governments and other provincial taxing authorities to implement taxes on Indian Reserves in cases where the First Nation had undertaken taxation powers. This was done to achieve harmonization with the 1988 *Indian Act* amendment and to avoid a situation of double taxation. As a result, this “clarified that municipalities do not have jurisdiction over First Nations reserves, whether or not the reserve is by legal description geographically located within municipal boundaries.”<sup>13</sup>

As a consequence, this led to many municipalities entering into agreements with First Nations to provide services to reserve lands, in exchange for direct payment, without careful consideration of the legal implications; that is, the federal legislative barriers to servicing agreements with First Nations, especially as they relate to financial and environmental joint and several liabilities, and regulatory bylaw enforcement on Indian Reserves.

As noted above, Indian Reserves (as federal lands) are not part of local government jurisdictions. However, when it comes to voting in municipal elections and referenda, Indian Reserves that are located within municipal boundaries are counted as part of the electoral area. Both the federal and provincial governments appear to recognize the “gap” that now exists with respect to having federal land located within municipal boundaries.

<sup>10</sup> Squamish Nation, <http://www.squamish.net/mediacentreandarchives/newsarticles.htm>

<sup>11</sup> The historic and geographic discussions around the physical location of modern Indian Reserves have been provided for context only.

<sup>12</sup> Robert L. Bish and Eric G. Clemens, *Local Government in British Columbia* (Fourth Edition), Union of British Columbia Municipalities, 2008, page 28.

<sup>13</sup> Bish and Clemens, 2009, page 28.

The provincial government recognizes that there are multiple implications with respect to having Indian Reserves contained within defined local government boundaries; in fact, as a matter of provincial policy, municipalities incorporated since 1990 specifically exclude Indian Reserves from municipal boundaries. For example, one of the criteria set-out by the *Ministry of Community, Sport and Cultural Development* for municipal boundary expansions states that "Indian Reserves will not be within municipal boundaries."<sup>14</sup> The recent incorporation of the *District of West Kelowna* in 2007 is an example of this principle put into practice. The boundaries for the new municipality excluded the established reserves of the *Westbank First Nation*, notwithstanding that the new municipality surrounds the reserve lands.

In the case of the federal government, the *Payment in-Lieu of Taxes* (PILT) program provides comparable financing to local governments, in exchange for services, due to the fact that federal land is exempt from taxation. In the case of third-party leaseholders on federal land, PILT is not eligible unless the lease is for less than one year. However, the third party leaseholders are required to pay property taxes directly to the taxing authority. With regard to Indian Reserves, no programs such as PILT are available. Rather, local governments and First Nations may enter into service agreements under which First Nations pay agreed upon fees to the local government in exchange for services provided.

It also should be noted that when the *Tsawwassen First Nation* finalized its treaty, the *Treaty Settlement Land* (TSL) was removed from the municipal boundaries of the neighbouring *Corporation of Delta*. Tsawwassen TSL did remain within the regional district boundaries of *Metro Vancouver* only because the *Tsawwassen Final Agreement* contained specific provisions for the *Tsawwassen First Nation* to become a member of the regional district on the effective date. In contrast, the *Yale First Nation Final Agreement* removed Yale TSL from regional district boundaries unless the *Yale First Nation* decides to become a member of the regional district at a future date.

The containment of Indian Reserves within local government boundaries has broader implications for municipal and regional district elections and referenda. The existing jurisdictional overlap creates a situation where both Aboriginals and non-Aboriginals residing on Indian Reserves can participate in local government elections and referenda even though the Indian Reserves are outside regulation and taxation authority of the local government.

Historically, the situation did not appear to be of large concern for local governments as the number of non-Aboriginals living on reserves was relatively small. However, these populations have significantly increased in recent years, and will continue to grow as First Nations pursue on-reserve economic development projects, including market residential housing. In fact, the population of non-Aboriginals living on Indian Reserves in BC has more than doubled between 1986 and 2006, from 11,000 to 26,000.<sup>15</sup> In 2006, for instance, there were 22 Indian Reserves within *Metro Vancouver* boundaries that collectively accounted for more than 7,000 non-Aboriginal and Aboriginal residents.<sup>16</sup> Within the *Metro Vancouver* area, the following jurisdictions have two or more Indian Reserves within their boundaries: the *City of Vancouver*, the *District of North Vancouver*, the *Township of Langley*, the *City of Maple Ridge*, and GVRD Electoral Area A.

<sup>14</sup> Local Government Department, *Ministry of Community, Sport, and Cultural Development, Municipal Boundary Extensions*, [http://www.cscd.gov.bc.ca/lgd/boundaries/municipal\\_extensions.htm](http://www.cscd.gov.bc.ca/lgd/boundaries/municipal_extensions.htm)

<sup>15</sup> BC Stats

<sup>16</sup> Statistics Canada, 2006 Community Profiles.

The *Squamish-Lillooet Regional District* (SLRD) has a total population of approximately 35,225 of which approximately 3,000 (over 8%) are residents living on Indian Reserves;<sup>17</sup> whereas, the *Sunshine Coast Regional District* (SCRD) has a total population of 27,759 with 850 (3%) residents on Indian Reserves.<sup>18</sup> However, it should be noted that almost 830 (close to 98%) of these residents live on Sechelt land, which forms the *Sechelt Indian Government District*, and is a full member of the SCRD regional district.

The implications that the growth of non-Aboriginal populations on Indian Reserves has for local government elections and referenda are discussed in the next section.

## 5 VOTING AND REPRESENTATION ON INDIAN RESERVES

Non-Aboriginals living on Indian Reserves pay property taxes to the Indian Band, in cases where the Indian Band exercises its authority to collect property taxes under either the Section 83 amendment to the *Indian Act*, or the *First Nations Fiscal and Statistical Management Act* (FNFSMA). These property taxes are not remitted to the neighbouring local government or other taxing authority, such as *TransLink*,<sup>19</sup> or the Province in the case of school taxes. Instead, local governments must recover relevant costs and fees through service agreements with neighbouring First Nations.

However, if the Indian Reserve is located within the boundaries of a municipality, or regional district, both non-Aboriginal residents and Aboriginal members are allowed to vote in municipal elections and referenda. The *BC Voter's Guide* states the following in its *Frequently Asked Questions* section:

*If the reserve is within a municipality and you are otherwise eligible to vote, you can vote in the municipal election. If the reserve is not within a municipality but within a regional district and you are otherwise eligible to vote, you can vote for the electoral area director in the election held by the regional district. This applies to non-aboriginal leaseholders as well.*<sup>20</sup>

This means that non-Aboriginals living on-Reserve can participate in local government elections and referenda even though they do not pay local government taxes. As these populations grow, residents living on Indian Reserves could make-up a significant proportion of eligible voters and be the recipient of services provided by the neighbouring municipality and paid for by tax-payers living off-reserve.

Different rules on voting eligibility apply on TSL where neither Aboriginal members nor non-Aboriginals can vote in municipal elections, as TSL are removed from municipal boundaries. In the case of the *Tsawwassen First Nation*, for instance, the TSL remained within regional district boundaries because the *Tsawwassen* treaty contained provisions for the *Tsawwassen First Nation* to become a member of the *Greater Vancouver Regional District* (GVRD), known as *Metro Vancouver*, on the treaty effective date. In the *Yale First Nation* Final Agreement, *Treaty Settlement Lands* were removed from the regional district boundaries, subject to the *Yale First Nation* becoming a member of the *Fraser Valley Regional District* (FVRD).

<sup>17</sup> Squamish-Lillooet Regional District and 2006 Census

<sup>18</sup> 2006 Census

<sup>19</sup> In the *Metro Vancouver* regional district, hospital taxes have been replaced with *TransLink* taxes.

<sup>20</sup> [http://www.municipalelections.com/voters\\_guide.htm](http://www.municipalelections.com/voters_guide.htm)

This means that residents living on Yale TSL are not able to participate in regional district elections, while residents on Tsawwassen TSL participate as any other regional district member. However, if the Yale First Nation joins the regional district, such as the case of the *Tsawwassen First Nation*, relevant taxes collected from both Aboriginals and non-Aboriginals would be remitted to the regional district, as with any other member municipality.<sup>21</sup> Therefore, joining a regional district by a First Nation would address the issue of “representation without taxation” within the context of regional districts.

## 6 IMPLICATIONS

The containment of Indian Reserves within local government boundaries has significant implications for municipal and regional districts in the Lower Mainland; especially, as they relate to the ability of on-Reserve Aboriginal and non-Aboriginal residents to participate, as voters and potential candidates, in local government elections and referenda.

The most pertinent example is that of Electoral Area B, within the *Squamish-Lillooet Regional District* (SLRD), where 66% of the population (1,144 of a total 1,719) live on Indian Reserves.<sup>22</sup> This means that residents on Indian Reserves in SLRD Electoral Area B hold a majority vote in the election of their regional director, even though they do not pay regional district taxes.

Another example worth examining is the *District of West Vancouver*, which currently has a population<sup>23</sup> of 42,121 of which 3,140 (7.5%) presently live on the *Squamish Nation's* Capilano Indian Reserve No. 5, which is contained within the municipality's boundaries. If the *Squamish Nation* pursues the development of residential market housing on its reserve lands as proposed, the proportion of residents living on-Reserve and eligible to vote in *District of West Vancouver* municipal elections and referenda could increase to 30% within 25 years.<sup>24</sup>

A situation could result in other jurisdictions where the population of an Indian Reserve, including both Aboriginal and non-Aboriginals, can account for a plurality, or potentially a majority, of future eligible voters. In such a case, the residents on an Indian Reserve would have a controlling vote on a number of critical issues affecting taxpayers residing in the municipality without paying taxes to the latter. This situation is more likely as First Nations pursue large-scale on-Reserve market residential developments, resulting in an even larger non-Aboriginal population living on-Reserve.

In some regional districts, the unincorporated Electoral Areas may have Indian Reserves with sufficient on-Reserve populations to influence the results of elections for the Electoral Area Directors for the respective areas. As a consequence, some Electoral Area Directors sitting on a regional district board and voting on budgets, community services and regulatory bylaws could be, in fact, elected by voters who do not pay taxes to the regional district and are not subject to regional district bylaws.

<sup>21</sup> In the case of Aboriginal members, there is normally a 12 year transition period before property taxes are to be collected.

<sup>22</sup> *Squamish-Lillooet Regional District and 2006 Census*.

<sup>23</sup> 2006 Census.

<sup>24</sup> The 30% figure is based upon the current West Vancouver population. *Metro Vancouver's Draft Regional Growth Strategy* (January 2011) projects the population of West Vancouver to increase by approximately 11,000 by 2031. Such an increase could either partially off-set the potential growth of residents on reserve, or account for a portion of the residents moving to the reserve.

Furthermore, regional districts use *Weighted Votes* to decide money matters, including the adoption of the annual and five-year financial plans. In this case, each Electoral Area Director receives a weighted vote based on the population in their electoral area. Therefore, in certain cases, an electoral area with an Indian Reserve could receive a higher weighted vote than other Electoral Area Directors based upon a larger segment of the electoral area population, both Aboriginals and non-Aboriginals, living on-Reserve that do not pay regional district taxes.

## 7 CONCLUSION

The circumstance of having Indian Reserves, which are federal lands under federal jurisdiction, counted as part of local government boundaries with regard to local government elections and referenda, has created a situation of “representation without taxation” which is contrary to the democratic principles that describe local governance in British Columbia.<sup>25</sup> While treaties provide a solution to the issue, not all First Nations are likely to pursue treaties.

As a consequence, as First Nations pursue large-scale on-Reserve market residential developments, leading to increasing non-Aboriginal populations living on-Reserve, the implications for affected local governments and taxpayers will be exacerbated. As such, this issue will necessitate further consideration and examination of potential solutions.

## 8 RECOMMENDATIONS

1. Regarding Indian Reserves located within municipal boundaries, it is recommended that the Province amend municipal boundaries to exclude Indian Reserves in recognition of the absence of municipal regulatory authority over Indian Reserve lands and land use, and absence of municipal taxing authority over Indian Reserve lands and improvements.
2. Regarding Indian Reserves located within regional district boundaries, it is recommended that the Province officially exclude Indian Reserves from regional district boundaries until the First Nation joins and participates in the regional district on the same basis as their neighbouring local governments.

These recommendations are consistent with both BC provincial policy to specifically exclude Indian Reserves from municipal boundary expansions, and with the provincial policies of Alberta, Saskatchewan and Manitoba, as summarized in Appendix ‘A’. The purpose of these recommendations is to achieve consistency with such policies by redressing the existing jurisdictional anomalies (“jurisdictional overlaps”) within BC.

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<sup>25</sup> Robert L. Bish and Eric G. Clemens, *Local Government in British Columbia* (Fourth Edition), Union of British Columbia Municipalities, 2008.

## **APPENDIX A: OTHER JURISDICTIONS IN WESTERN CANADA**

### **MANITOBA**

The Manitoba *Municipal Act* (assented to in 1996) states in section 2:

#### **Indian Reserves excluded**

2 Despite any Act of the Legislature,

- (a) land within an Indian Reserve is not part of the area of any municipality;
- (b) persons residing within an Indian Reserve are not residents of any municipality; and
- (c) any description of the boundaries of a municipality or the area within a municipality is deemed to provide that land within an Indian Reserve is excluded from the municipality.

The Manitoba *Local Government District Act* was amended in 1996 to include the following in section 1.1:

#### **Indian Reserves excluded**

1.1 Despite any Act of the Legislature,

- (a) land within an Indian Reserve is not part of the area of any local government district;
- (b) persons residing within an Indian Reserve are not residents of any local government district; and
- (c) any description of the boundaries of a local government district or the area within a local government district is deemed to provide that land within an Indian Reserve is excluded from the local government district.

The Government of Manitoba includes the following in its FAQs section with regard to municipal elections:

#### **9. I am a member of a First Nation, living on reserve. Can I vote in a municipal election?**

Persons residing within a First Nations reserve are not residents of any municipality, and are therefore not qualified to vote in a municipal election. First Nations reserves are excluded from municipal boundaries, as set out in the Municipal Status and Boundaries Regulation (567/88 R). However, if you reside on a First Nations reserve, but own property in a municipality, you are entitled to vote as a non-resident property owner.

### **SASKATCHEWAN**

The Saskatchewan *Municipalities Act* states in section 67 (5)

(5) For the purposes of this Act:

- (b) a rural municipality is deemed not to include within its boundaries any area included in an Indian reserve.

## ALBERTA

According to the Municipal Affairs department, Indian Reserves may form part of *Rural Municipalities* which are most commonly referred to as Municipal Districts or Counties, defined as:

" A municipal district (M.D., also called a county) is a government form in rural areas of the province. It includes farmlands as well as unincorporated communities such as hamlets and rural residential subdivisions."<sup>26</sup>

According to the Municipal Affairs Department, Indian Reserves that form part of *Rural Municipalities* may have the opportunity to vote in the Municipal District elections. However, further research has shown that common practice appears to be for Municipal Districts to remove Indian Reserves from electoral "wards" via electoral boundary bylaws that are permitted by Section 148(2) of the *Municipal Government Act*.

For example, *Bylaw 1000/03: Municipal Electoral Boundaries* of Sturgeon County states:

"The number and description of each ward shall be as described herein and as per attached Schedule "A", and shall exclude any and all incorporated municipalities and Indian Reserves situated therein;"

<sup>26</sup> [http://www.municipalaffairs.alberta.ca/am\\_types\\_of\\_municipalities\\_in\\_alberta.cfm](http://www.municipalaffairs.alberta.ca/am_types_of_municipalities_in_alberta.cfm)





## Parks, Recreation and Cultural Services Committee

Anderson Room, City Hall  
6911 No. 3 Road

Tuesday, September 27, 2011  
4:00 p.m.

Pg. #      ITEM

### MINUTES

**PRCS-3**      *Motion to adopt the minutes of the meeting of the Parks, Recreation and Cultural Services Committee held on Thursday, July 21, 2011.*



### NEXT COMMITTEE MEETING DATE

Tuesday, October 25, 2011 (tentative date) at 4:00 p.m. in the Anderson Room.

### COMMUNITY SERVICES DEPARTMENT

**PRCS-25**      1.      **CITY CENTRE AREA PUBLIC ART PLAN**  
(File Ref. No. 11-7000-09-00) (REDMS No. 3358529)

[TO VIEW eREPORT CLICK HERE](#)

See Page **PRCS-25** of the Parks, Recreation and Cultural Services agenda for full hardcopy report

*Designated Speaker: Eric Fiss*

Parks, Recreation & Cultural Services Committee Agenda  
Tuesday, September 27, 2011

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Pg. #      ITEM

STAFF RECOMMENDATION

- (1) *That the revised City Centre Area Public Art Plan as reviewed by the Public Art Advisory Committee and as presented in the report dated September 14, 2011, from the Acting Director, Arts, Culture & Heritage Services, be approved as a guide for the placement of public art in the City Centre; and*
- (2) *That staff bring forward amendments to the Richmond Official Community Plan Schedule 2 of Bylaw 7100 to update Public Art Section 2.4.1(c) of the City Centre Area Plan to incorporate the proposed Public Art Plan strategy.*

☐

2. **MANAGER'S REPORT**

ADJOURNMENT

☐



## Parks, Recreation & Cultural Services Committee

Date: Thursday, July 21, 2011

Place: Anderson Room  
Richmond City Hall

Present: Councillor Harold Steves, Chair  
Councillor Evelina Halsey-Brandt, Vice-Chair  
Councillor Sue Halsey-Brandt  
Councillor Ken Johnston  
Councillor Bill McNulty  
Mayor Malcolm Brodie

Also Present: Councillor Linda Barnes

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 Parks, Recreation and Cultural Services Committee held on Tuesday, June 28, 2011, be adopted as circulated.*

**CARRIED**

### NEXT COMMITTEE MEETING DATE

Tuesday, September 27, 2011 (tentative date) at 4:00 p.m. in the Anderson Room.

## **PARKS AND RECREATION DEPARTMENT**

### **1. STEVESTON TRAM BUILDING PROJECT**

(File Ref. No. ) (REDMS No. 3237225)

Elizabeth Ayers, Manager, Community Recreation Services and Greg Scott, Director, Project Development, provided background information and introduced Sandra Moore, Architect, Birmingham and Wood.

It was noted that Option 2 as per the staff report dated June 27, 2011 entitled 'Steveston Tram Building Project' is a revised design which addresses the concerns cited by Committee at the April 27, 2011 meeting, most notably in relation to the colour and roof pitch of the structure.

In reply to queries from Committee, staff provided the following information:

- four out of six community stakeholders identified Option 2 as the preferred design for the tram building;
- as the tram building is owned by the City, the City is responsible for the maintenance of the structure; and
- the revised scope and design will allow the tram building to meet the program and curatorial needs for the tram.

Discussion ensued regarding the revised scope and design of the tram project and Committee queried the progression of the proposed project, noting that initially the project was to cost half of what was currently being presented.

Mr. Scott referenced a staff report dated September 25, 2008 entitled 'Steveston Interurban Car Barn & Tram Restoration' (on file, City Clerk's Office). He noted that on October 15, 2008, Council resolved that a comprehensive facility that accommodates indoor interpretations and exhibits, onsite programming and revenue generating opportunities, be the concept for the development of the proposed project.

In reply to a query from Committee, Mr. Scott advised that various factors have raised the cost of the proposed project, particularly mandated standards for accessibility, flood plain issues, interior office space, and air conditioning.

In reply to queries from Committee, staff advised that (i) the proposed meeting room would be available for use by community groups; and (ii) the concept presented is not a replication of a heritage building.

With the aid of various artist renderings, Mr. Scott displayed four different options of the proposed project, and commented that the difference in each of the four renderings displayed was the colour and roof pitch of the structure. He stated that the difference in roof pitches would not affect the functionality of the roof.

Discussion ensued and Committee cited concerns with staffing and programming for the proposed building.



## Parks, Recreation & Cultural Services Committee

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Jim Kojima, President of the Steveston Community Society, stated that he was pleased to see that the proposed building would accommodate a large meeting room, which would be available for use by community groups. He commented on staffing needs for the proposed new building, noting that the Society may be able to staff it with appropriate staff training.

Mr. Kojima concluded by stating that the Society supports both the amendments to the existing Operating Agreement between the City and the Society, and Option 2 as presented in the staff report dated June 27, 2011 entitled 'Steveston Tram Building Project'.

David Fairweather, 12931 Railway Avenue, commented on the history of the tram project and noted that the concept for the project was to have a static display versus an operational display. Mr. Fairweather cited concerns regarding (i) the location of the tram and tram building; (ii) the lack of heritage appearance of the tram building in relation to the proposed color; (iii) the location of the tram tracks; (iv) the proposed restoration costs; and (v) sight lines from various angles. Mr. Fairweather read from his submission, attached to and forming part of these Minutes as Schedule 1.

Discussion ensued regarding whether or not the proposed project was a static or operational display.

Dave Semple, General Manager, Parks and Recreation, stated that Option 2 as presented in the staff report dated June 27, 2011 entitled 'Steveston Tram Building Project' maintains that the tram can be moved in and out of the building, however the tram would not be operational.

Jane Fernyhough, Director, Arts, Culture & Heritage Services, commented that the tram tracks would not be electrified, however the tram would have the ability to be towed out from building in order to maintain it.

Mr. Fairweather commented on the potential for sponsorship opportunities with A & B Rail Services Ltd. for rails, ties, other tram related items. He expressed dissatisfaction with the project's budget and the building's sight lines.

Mr. Scott displayed elevation renderings of the proposed building and noted that the sight lines cannot be altered as the proposed structure's walls are covered with glazing.

Discussion ensued and in reply to queries from Committee, Ms. Fernyhough reviewed the process for setting the restoration budget for the proposed project.

Discussion further ensued regarding the proposed budget and the functionality of the tram and whether there were any design elements that could be eliminated in an effort to lower the cost of the proposed project.

Mr. Scott reviewed the following elements of the proposed project, which have resulted in an increase in cost estimates:

## Parks, Recreation & Cultural Services Committee

Thursday, July 21, 2011

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- accessibility – the original washroom facility was for staff only, however the BC Building Code requires that the washroom facility be fully accessible;
- flood plain – the location where the tram is to be placed is below the permitted flood plain elevation, therefore the space that is to be occupied must be raised;
- interior space – improvements such as air conditioning and architectural lighting;
- form and character of the tram structure – the basic one-room wood frame construction has been upgraded to a landmark form of historic architecture showcasing the tram through extensive glazing and architectural form; and
- interior upgrades – these upgrades include (i) a large door at the rear of the building, (ii) storage cabinets inside the tram display area, (iii) an additional exhaust fan and dust control system in the workshop, and (iv) electrical services.

Discussion ensued and Committee requested that staff provide Council, prior to this item going before Council, with a fact sheet that details the progression of the proposed project, in particular its cost estimates.

It was moved and seconded

- (1) *That staff be authorized to proceed with the Steveston Tram Building Project based on a modified conceptual design at a cost of \$1.973M;*
- (2) *That Council confirm the final slope of roof and colour of the Steveston tram building based on Options 2 presented in this report;*
- (3) *That \$372,600 be allocated from the approved Interurban Tram Restoration (2011) project to fund the Steveston Tram Building Project (2011);*
- (4) *That \$427,400 be allocated from the Steveston Road Ends to fund the Steveston Tram Building Project (2011);*
- (5) *That the 5 Year Financial Plan Bylaw (2011-2015) be amended accordingly;*
- (6) *That the Chief Administrative Officer and the General Manager, Parks & Recreation be authorized to negotiate a modification of the existing agreement between the City and the Steveston Community Society based on the terms and conditions in this report, and make staffing recommendations and report back to Committee; and*
- (7) *That staff:*
  - (a) *check with A & B Rail Services Ltd. to see if there are sponsorship opportunities for rails, ties, other related items, and options for rail configurations; and*

## Parks, Recreation & Cultural Services Committee

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- (b) *report back with more information on the Steveston Tram Building Project's restoration budget, including amounts and standards that are foreseen.*

The question on the motion was not called as a request was made to deal with Parts (1) through (5) of the motion separately.

The question on Parts (1) through (5) was then called and it was **CARRIED** with Cllrs. E. Halsey-Brandt and Johnston opposed.

The question on Parts (6) and (7) was then called and it was **CARRIED**.

### 2. **MANAGER'S REPORT**

(i) *Richmond Children's First*

Discussion ensued regarding Richmond Children's First and its current activities. It was noted that Richmond Children's First will be mobilizing the community to create its own children's charter, reflective of the unique and diverse population of Richmond. A reference was made to a Fact Sheet which is part of Richmond Children's First's information package, attached to and forming part of these Minutes as Schedule 2.

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

It was moved and seconded

*That staff work with Richmond Children's First.*

**CARRIED**

(ii) *ECONOMUSEUM*

Discussion ensued regarding the ECONOMUSE Society Network and ECONOMUSEUM – a craft of agri-food business whose products are the fruit of an authentic technique or know-how. The business showcases artisans and craft trades by offering an area for interpreting its production and by opening its doors to the public. Reference was made to information regarding the ECONOMUSE Society Network, attached to and forming part of these Minutes as Schedule 3.

Discussion further ensued and Committee queried whether the Lubzinski Collection would benefit from such a display.

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

It was moved and seconded

*That staff investigate the ECONOMUSEUM format and its potential for the Lubzinski Collection.*

**CARRIED**



## **Parks, Recreation & Cultural Services Committee**

Thursday, July 21, 2011

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### **(iii) Richmond Nature Park**

Dee Bowley-Cowan, Acting Manager, Parks Programs, referenced a memorandum dated July 18, 2011 (copy on file, City Clerk's Office) that provides an update on the Richmond Nature Park.

*Councillor Johnston left the meeting (5:23 p.m.) and did not return.*

### **(iv) Parks, Recreation & Cultural Services Update**

Mike Redpath, Senior Manager, Parks, provided an update on playground upgrade activities.

*Councillor E. Halsey-Brandt left the meeting (5:28 p.m.) and did not return.*

Ms. Fernyhough advised that the roof top garden at the Cultural Centre is anticipated to be open by mid-August 2011. Also, she spoke of various summer film events.

Eric Stepura, Manager, Sports & Community Events, distributed highlights of community events for July 15, 2011 to August 1, 2011, attached to and forming part of these Minutes as Schedule 4.

### **(v) Ships to Shore Steveston 2011**

Mr. Redpath commented on the success of the Ships to Shore Steveston 2011 and played a volunteer-made video that captured some of the highlights of the event.

## **ADJOURNMENT**

It was moved and seconded

*That the meeting adjourn (5:39 p.m.).*

**CARRIED**

Certified a true and correct copy of the Minutes of the meeting of the Parks, Recreation & Cultural Services Committee of the Council of the City of Richmond held on Thursday, July 21, 2011.

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Councillor Harold Steves  
Chair

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Hanieh Floujeh  
Committee Clerk



## **Parks, Recreation & Cultural Services Committee Meeting**

**Thursday July 21, 2011**

Schedule 1 to the minutes of the  
Parks, Recreation and Cultural  
Services Committee meeting held on  
Thursday, July 21, 2011

### **Agenda – 1. Steveston Tram Building Project**

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#### **Request to address the Committee:**

I would like to encourage discussion and an understanding (at least for myself) of the three key elements involved in the planning and costing of this Tram Project.

1. Firstly I would like to make a point for the record. On May 25, 2006, Matt Hoekstra of the Richmond Review quoted Mayor Brodie as stating – “As for whether the tram will run again, Council has “fully canvassed the issue”: he also stated that -“The decision has been made that it will be a Static Display. I’m disappointed with that decision, but I think we need to go forward and make our plans” Staff were to “Report on the time and funding required to upgrade the Tram to Static Display.

The May 27, 2008 P,R & CS Committee, after receipt of the Steveston Community Society’s advice accepting the Tram to be positioned on tracks with a Station House in Steveston Park north of Rolston Square, the Committee resolved –“That the tram be permanently located in Steveston Park”.

The word Static, by definition is an adjective indicating; at rest; not active, moving or changing.

To my knowledge, there is no record of approval by Council to change from the Static Display decision.


2. The location of the original Station House and Freight Shed in the period of 1902 – 1929, was on the west side of the double track which existed at that time, in what is now the south-west corner of Steveston Park

Dating back to my letter of June 9, 2008 to this Committee, I have recommended on numerous occasions, that the west track of the original double should be reinstalled. This would appropriately respect the true historical and heritage value of this corner of Steveston Park.

In my letter to this Committee of September 22, 2008, I brought attention to Item 19 of the Council Meeting of July 24, 2006 which made reference to an offer from A & B Rail Services, for the donation of track, timbers and other rail materials.

The Staff Report to Committee of April 4, 2011 on the Steveston Tram Building Project involving input from the Birmingham & Wood Architects, showed the Tram on the existing track. The recent Report to Committee of June 27, 2011 again placed the Tram on the existing piece of track. There are significant negative consequences with this plan.

I have repeatedly stressed the point that to achieve the best possible and valid result as an important artefact and “Show Piece”, the placement of the Tram and the structure to house it – “must be done right”.



Richmond Children First brings partners together to plan, build and expand capacity in the neighbourhoods and communities where children and families live, grow, play and learn. Richmond Children First activities are based on a strategic plan, developed in collaboration with community partners, which is research-based and builds on the needs of our children and the assets in our community.

One of the three main strategies of Richmond Children First is to engage public and community partners to *develop an inclusive community vision for children in Richmond*. Richmond Children First, through the voices of children, parents and community, will mobilize the community to create its own children's charter, reflective of the unique and diverse population of Richmond.

In 1989, the United Nations General Assembly adopted the Convention on the Rights of the Child. This important initiative addresses the rights of all children, as indicated in the Declaration of the Rights of the Child, and states that "the child, by reason of his physical and mental immaturity, needs special safeguards and care, including appropriate legal protection, before as well as after birth". The government of Canada ratified the UNCRC 20 years ago, obligating Canada to promote, implement, protect, and monitor the rights of children.

Municipal governments provide services that are vital to the quality of children's lives: recreation, health care, water supply, transportation, law enforcement, housing and support for families. The global UNICEF Child Friendly Cities initiative is a movement to bring the building blocks of the Convention on the Rights of the Child to the level of municipal governance. UNICEF defines a Child Friendly City as a "local system of good governance committed to fulfilling children's rights ... it is a city where the voices, needs, priorities and rights of children are an integral part of public policy, programs and decisions. It is, as a result, a city that is fit for all". This initiative promotes the implementation of the Convention on the Rights of the Child at the level where it has the greatest direct impact on children's lives. It is a strategy for promoting the highest quality of life for all citizens.

A Child Friendly City guarantees the right of every young citizen to:

- Influence decisions about their city
- Express their opinion on the city they want
- Participate in family, community and social life
- Receive basic services such as health care, education and shelter
- Drink safe water and have access to proper sanitation
- Be protected from exploitation, violence and abuse
- Walk safely in the streets on their own
- Have housing and neighbourhood design that provide children with places to play
- Live in an unpolluted environment
- Participate in cultural and social events
- Be an equal citizen of their city with access to every service, regardless of ethnic origin, religion, income, gender or disability.

The Richmond Children's Charter is a way to build a child-friendly city where the voices, needs, priorities and rights of children are an important part of public policies, programs and decisions.

Richmond Children First, through meaningful partnerships with public and community service organizations will engage 3,000+ children from preschool to grade 7 to gather information for the Richmond Children's Charter. A teacher, early childhood educator or out-of-school program staff will lead age-appropriate discussions about children's rights and children will be asked to give their thoughts and opinions through words and pictures.

Richmond Children First will create awareness through a media campaign, presentations, social media tools and a website.

Richmond Children First will host \_\_\_\_\_, a community forum for 'respected elders'. In a community like Richmond, so rich in diversity, where family and children are valued and supported, we also believe it is important to hear from 'respected elders' about their vision for children in Richmond. This event will be co-sponsored by the Richmond Intercultural Advisory Committee.

Richmond Children First will invite community leaders to a special event to review and select children's drawings and writings as the next step to developing the Children's Charter. Several elementary classrooms will then be invited to review the final Children's Charter to ensure the Charter reflects children's voices.

The Richmond Children's Charter will be introduced to the community at a family event.

The Richmond Children's Charter will be presented to Richmond City Council for endorsement and support and the City of Richmond will be invited to become a Children's Charter Champion. As a Children's Charter Champion, Council will be asked to consider and implement specific promises to children.

The Richmond Children's Charter will then be shared across the community with an invitation to organizations and groups to endorse the Charter by making a promise to children.

The Children's Charter will continue to be celebrated and communicated through presentations and promotional materials.

An inter-sectoral committee provides direction and support for the project:

Antrim, Larry	Coordinator for Counselling & Social Responsibility	Richmond School District
Ayers, Elizabeth	Manager, Community Recreation	City of Richmond
Lu, Dr. James	Medical Health Officer	Vancouver Coastal Health - Richmond
MacKenzie, Marcia	Manager	Richmond Child Care Resource & Referral Ct.
Payton, Jenny	Manager, Middle Childhood Programs	YMCA of Greater Vancouver
Phillips, David	Community Service Manager	Ministry for Children & Family Development
Salgado, Chris	Manager, Community and Family Health	Vancouver Coastal Health - Richmond
Valsonis, Judy	Director of Operations	Touchstone Family Association
Winchell, Kim	Executive Director	Richmond Family Place

This project receives funding from:

- Ministry for Children and Family Development
- United Way of the Lower Mainland



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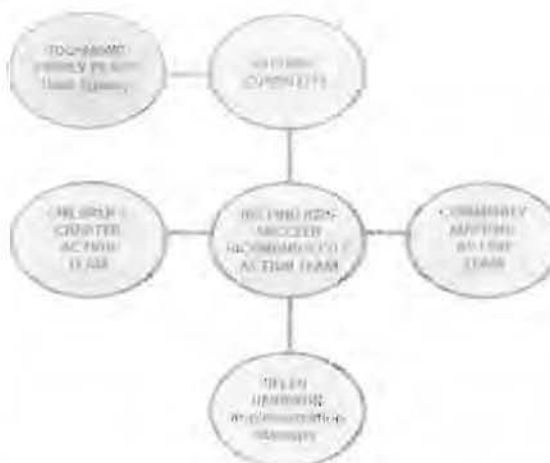
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## Steering Committee

The purpose of the inter-sectoral Steering Committee is to:

- Improve access to early childhood services
- Improve the effectiveness of these services through the development of collaborative partnerships among service providers
- Promote positive relationships, partnerships and supports within the community and local government
- Promote an integrated and comprehensive system of Early Child Development

### Membership

MCFD	Dave Phillips	Ministry for Children and Family Development
Parks, Recreation & Culture	Elizabeth Ayers	Parks, Recreation & Culture, City of Richmond
Social Planning	Lesley Sherlock	Urban Planning, City of Richmond
Community & Family Health	Diane Bissenden	Richmond Public Health, Vancouver Coastal Health
Special Needs	Sue Graf	Richmond Society for Community Living
Child Care	Marcia MacKenzie	Richmond Child Care Resource and Referral Centre
Settlement	Parm Grewal	Richmond Multicultural Concerns Society
Library	Virginia McCreedy	Richmond Public Library
Education	Kathy Champion	Richmond School District
Family Support	Judy Valsonis	Touchstone Family Association
Family Support	Kim Winchell	Richmond Family Place (Host Agency)

## Action Teams

Richmond Children First Action Teams make things happen. Action Teams respond to the priorities in the Richmond Children First Strategic Plan.

### Community Mapping Action Team

The Community Mapping Action Team is responsible for mapping community assets and demographics, data analysis and Early Development Instrument (EDI) interpretation. This research



supports the work of the other action teams and the Richmond community.

#### Current Projects

- | Early Development Instrument data analysis
- | Neighbourhood demographic profiles
- | Community mapping projects

#### Membership

Belinda Boyd	Richmond Public Health, Vancouver Coastal Health
Alan Hill	Parks, Recreation & Culture, City of Richmond
Rob Inrig	Richmond School District
Marcy Adler-Bock	Speech and Language, Vancouver Coastal Health
Alexis Alblas	Cambie Community Centre
John Foster	Social Planning, City of Richmond
Kim Winchell	Richmond Family Place
Dave Phillips	Ministry for Children and Family Development
Chris Salgado	Richmond Public Health, Vancouver Coastal Health
Dr. James Lu	Medical Health Officer, Richmond Public Health, Vancouver Coastal Health

#### Helping Kids Succeed Richmond-Style Action Team (NEW)

Helping Kids Succeed Richmond-Style is a community project that builds on asset development to create a personal village for all children. The Action Team is supporting this project in 5 Richmond school communities - Grauer, Anderson, Mitchell, Hamilton and the Az-Zahraa Islamic Academy.

#### Membership

Rob Inrig	Richmond School District
Christa Mullaly	Richmond Addiction Services
Dave Phillips	Ministry for Children and Family Development
Judy Valsonis	Touchstone Family Association
Louise Walker	Richmond School District
Kim Winchell	Richmond Family Place

#### Children's Charter Action Team (NEW)

One of the strategic directions of Richmond Children First is to develop an inclusive community vision for children. This Action Team is exploring how we can develop a children's charter, through children's voices, to ensure that Richmond is the best place in Canada to raise a family.

#### Membership

Elizabeth Ayers	City of Richmond
Jeff Calbick	United Way of the Lower Mainland
Sue Graff	Richmond Society for Community Living
Dr. James Lu	Medical Health Officer, Richmond Public Health, Vancouver Coastal Health
Marcia McKenzie	Richmond Child Care Resource and Referral Centre
Dave Phillips	Ministry for Children and Family Development
Chris Salgado	Richmond Public Health, Vancouver Coastal Health
John Thornburn	Richmond/Delta Boys and Girls Club
Judy Valsonis	Touchstone Family Association
Kim Winchell	Richmond Family Place

#### Richmond Family Place: Host Agency

As a community initiative, Richmond Children First must have a host agency that provides financial accountability, administrative support and a strong link to the community. At a community forum in 2003, [Richmond Family Place](#) was selected as the host agency for the initiative.

Richmond Family Place is a community based family resource agency that has worked with children, families and caregivers in Richmond for over 30 years to enhance strengths, build capacities and promote healthy child development. Richmond Family Place delivers a range of services guided by principles that focus on building supportive relationships, facilitating growth, respecting diversity and furthering community development.

#### Helen Davidson: Implementation Manager

Helen Davidson is the Implementation Manager of Richmond Children First. Reporting to the Steering Committee, her responsibilities are to:

- | Facilitate the planning, implementation and evaluation of the project
- | Build individual capacity and community commitment to support early child development
- | Manage the Richmond Children First community initiative



Helen has worked for many years in the field of early childhood and community development. She has an educational background in non-profit administration and has worked in the Richmond community for over 15 years. She lives with her husband and two teenage daughters in a Steveston housing cooperative.

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## Projects

- [Helping Kids Succeed Richmond-Style Grants](#)
- [Mobile Childminding Program](#)
- [Growing Together: A Guide to Help Your Child Grow and Learn](#)
- [Community Collaborations](#)

### Helping Kids Succeed Richmond-Style Grants

In supporting innovative approaches that demonstrate how we can all best support children, Richmond Children First invited community organizations to apply for one of three \$3,000 grants for projects that demonstrate how to Help Kids Succeed Richmond-Style. The following projects received grants:

#### Grauer Neighbourhood Kids Program

This project will continue to teach children aged 6-12 asset-based mentorship skills which they will utilize in working and playing with children from birth to 6 years old and their families to develop empathy, confidence and self-esteem. Host Agency: Boys and Girls Club of Delta/Richmond Partners: Grauer Elementary School, Richmond Family Place, Thompson Community Association

#### Richmond Summer Middle Years Project

This project will support refugee and new immigrant children from 6 - 12 years of age and their families over the summer months by providing social recreation, mentoring, leadership, family outings and a psycho-educational group. Host Agency: Richmond Family Place Partners: Touchstone Family Association, Boys and Girls Club of Delta/Richmond

#### Hamilton Youth Empathy Project

This project will build on the Roots of Empathy program and will utilize youth mentors to work with 6 to 12 year olds to develop their relationships with younger children, from birth to 6 years old in the community. Host Agency: Boys and Girls Club of Delta/Richmond Partners: Hamilton Community Association, Richmond Family Place

### Mobile Childminding Program

The mobile childminding program offers free childminding for non-profit agencies offering parenting programs, community kitchens, workshops, support groups or other services to families. This program helps remove barriers that families may experience in attending these groups. The program also offers children opportunities to participate in quality early childhood activities. For more information call Richmond Family Place at (604) 278-4336.

### Growing Together: A Guide to Help Your Child Grow and Learn



This developmental guide, created by professionals in the Richmond community who work with young children and their families, provide practical information on how to best support, encourage and help children to grow and learn.

The Guide is available in English ([PDF 4.9MB](#)) or Chinese ([PDF 19.2MB](#)).

### Community Collaborations

Richmond Children First works with public and community sectors in Richmond to develop projects that build on the strengths in the community that enhance opportunities for young children and families.

- [Grauer Early Learning Centre: A School-Community Partnership \(January 2008\) \(PDF 145KB\)](#)

The establishment of the Grauer Early Learning Centre has provided an opportunity for the Richmond School District to partner with community agencies to create a unique integrated service model responsive to the needs of Richmond children and their families, particularly children in the Blundell neighbourhood.

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**The Richmond Early Years Bridging Project (July 2008) (PDF 78KB)**

Richmond Children First was invited by Immigrant Settlement (Ministry of Advanced Education and Labour Market Development) to work with the community to develop a pilot project focusing on the settlement needs of high-risk refugee children 0-6 years of age and their families. This pilot project, one of five Lower Mainland projects, is part of a larger strategy by Immigrant Settlement to research the feasibility of developing an early childhood settlement service for immigrants and refugees. Twelve Richmond organizations are providing funding and/or in-kind support to The Richmond Early Years Bridging Project, scheduled to start in the fall of 2008.

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*Quality Early Child Development, learning and care have been shown to promote physical, language and motor skills; and social, emotional and cognitive development. This priority includes supports that promote healthy development, provide opportunities for interaction and play, help prepare children for school and responds to the diverse and changing needs of families.\**

\*Government of Canada. New Federal Investment to Accompany the Agreements on Health Renewal and Early Child Development. September 11, 2000 Announcement.

Quality early years programs have been shown to promote physical development; language and motor skills; and social, emotional and cognitive development.

To ensure that children get a healthy start in life, communities need to provide a wide variety of programs. These programs promote healthy development, provide opportunities for interaction and play, help prepare children for school and respond to the diverse and changing needs of families



### **Programs for Children and Families**

[Play and Learn Programs \(PDF 111KB\)](#)  
[Child Care \(PDF 112KB\)](#)  
[Maternal and Child Health \(PDF 105KB\)](#)  
[Children Who Require Additional Support \(PDF 93KB\)](#)  
[Parent Workshops and Classes \(PDF 80KB\)](#)  
[Family Support and Crisis Services \(PDF 102KB\)](#)  
[Young Parents \(PDF 83KB\)](#)

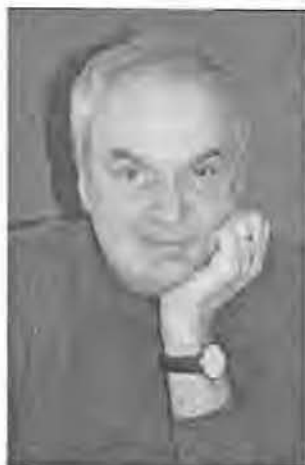
### **Community Events**

[Richmond Events Calendar](#)

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## ECONOMUSE Society Network

Schedule 3 to the minutes of the  
Parks, Recreation and Cultural  
Services Committee meeting held on  
Thursday, July 21, 2011



"This network of businesses is composed of multitalented artisans who open their doors to the public so as to share their passion for their art trade and heritage. The businesses are chosen mainly for the quality of their welcome and for their products.  
Give them the pleasure of your visit!"

Cyril Simard, Ph.D.  
Chairman of the Board

## Contact Info

ECONOMUSEUM® Society Network

Louis S. St. Laurent House  
203 East Grande-Allée  
Quebec (Quebec)  
G1R 2H8  
CANADA

Telephone: (418) 694-4466  
Fax: (418) 694-4410  
E-mail: [info@economusees.com](mailto:info@economusees.com)  
Internet site: [www.economusee.com](http://www.economusee.com)

## Mission of the ESN

Created in 1992 by Mr. Cyril Simard, Ph.D., the mission of the ECONOMUSEUM® Society Network (ESN) is to showcase traditional trades and know-how by promoting the setting up of ECONOMUSEUM® across Canada.


In the Atlantic region, it mandates the Atlantic ECONOMUSEUM® Corporation (AEC) to develop ECONOMUSEUM® in New Brunswick, Nova Scotia, Prince Edward Island and Newfoundland and Labrador.

In so doing, it offers the public an innovative cultural tourism product.

## The Charter of Values of the ECONOMUSEUM® Society Network

The Charter of Values was adopted in March 2006 at the annual convention of the ECONOMUSEUM® Society Network. It states the fundamental principles governing the attitude, behaviour and way of doing things of the people who keep the ECONOMUSEUM® network alive on a daily basis: its artisans and their workers, its

administrators and its employees.

 [Download the Charter of Values of the ECONOMUSEUM® Society Network](#)

## Staff

*Chairman of the Board*  
Cyril Simard

*Chief Executive Officer*  
Réjean Tardif

*Executive Secretary*  
Gabrielle Nammour

*Finance and Administrative Coordinator*  
Carole Gosselin

## Board of Directors

**AMBASSADOR**  
*Honourable Martin Cauchon, Lawyer, Gowling, Lafleur, Henderson*

### Executive Committee

*President*  
Mr. Cyril Simard, Ph.D.

*Vice President, Public Relations*  
Mrs. Paule D. Houle, Public Relations Advisor

*Vice President, Finance*  
Mr. Laurent Tremblay <

*Secretary Treasurer*  
Mr. Claude Robitaille, Notary, Côté, Taschereau, Samson, Demers

### Administrators

Mr. Michel Gervais

Mr. Vallier Robert  
Owner of Domaine Acer (representative of the artisans)

Mr. Jules Saint-Michel  
Owner of Jules Saint-Michel, luthier (representative of the artisans)


Mr. Philippe Sauvageau  
Director, Library of the Assemblée nationale du Québec


## *Financial Partners*



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## What Is an ECONOMUSEUM®?

An ECONOMUSEUM® is a craft or agri-foods business whose products are the fruit of an authentic technique or know-how. The business showcases artisans and craft trades by offering an area for interpreting its production and by opening its doors to the public.

ECONOMUSEUM®, which are self-financed through the sale of their products, make an innovative contribution to the cultural tourism sector.

## The 6 Components

Respect for the 6 fundamental components of the concept:

1. **Reception:**
  - o Presentation of membership in the ECONOMUSEUM® network.
  - o Space devoted to cultural heritage through the commemoration of a figure, craft, or savoir-faire, event, historical period or site.
  - o Permanent plaque indicating the partners associated in the development of the business.
  - o Visitor gathering area.
2. **Production workshops:**
  - o Heart of the ECONOMUSEUM® where the craftsperson and/or his team produce contemporary objects drawing inspiration from traditional methods.
  - o Visitors must see the craftspeople at work to understand the production process.
  - o This area is equipped with educational tools suited to explaining the production process, techniques, and materials, and to providing other relevant information.
3. **Interpretation of objects from the past:**
  - o Exhibition space showing visitors of all ages the creativity of the craftspeople from the past using documented traditional objects and texts explaining the various facets of the craft from a historical perspective.
4. **Interpretation of the contemporary production:**
  - o Exhibition area for products, works or pilot-projects referring to the adaptation of traditional products from the past to contemporary needs.
5. **Reading, documentation and archives:**
  - o Public area enabling visitors who want to learn more about the craft practised by the craftsperson to read and consult documentation.
6. **Boutique or salesroom:**
  - o Space set aside for the sale of products made by the craftsperson as well as for associated merchandise.


## Eligibility Criteria


All artisans interested in becoming a member of the ECONOMUSEUM® network must first meet the following eligibility criteria. Once this requirement has been met, the next step consists in submitting a business portfolio for further evaluation by the *Société's* selection committee.

The criteria are:

1. be a private business in operation for more than three years;
2. use a traditional technique or know-how to craft one's products;
3. make products of recognized quality;
4. have the ability and the desire to innovate in one's production;

5. operate throughout the entire year and be open to the public for at least (4)four months a year, or accept to be open to the public for at least (4) four months a year;
6. generate a turnover of more than seventy-five thousand dollars (\$ 75 000) a year;
7. show keen interest in welcoming visitors;
8. be located on or near a previously identified tourist route or a tourist route under development;
9. operate in buildings having the required space for setting up an ECONOMUSEUM® and welcome visitors, or intend to acquire the required space;
10. operate on a site and in buildings of high quality.

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Schedule 4 to the minutes of the Parks, Recreation and Cultural Services Committee meeting held on Thursday, July 21, 2011

## **Community Events Worth Noting: July 15-Aug 1, 2011**

### **Last Weekend's Highlights:**

#### **Nations Cup**

- 32<sup>nd</sup> annual adult soccer tournament held at Hugh Boyd Park and Minoru Park. Tournament featured 38 teams, both ladies (6 teams) and men's competitors (32 teams in 3 divisions). Final Game of the Men's Open Division attracted a crowd of 3,000 spectators at Hugh Boyd Park.

#### **Dolphin Basketball Classic**

- 26<sup>th</sup> Annual outdoor 4 vs 4 basketball tournament held at Thompson Park (and Thompson Community Centre). 13 men's teams and 6 ladies teams. Despite the rain, the organizers and athletes put on a fantastic show utilizing the newly upgraded outdoor courts at Thompson Park and the indoor gym at Thompson Community Centre. Other activities included a High School exhibition basketball game, 3 Point Contest and the ever popular Dunk Contest

### **This Weekend's Highlights:**

#### **Test Event for the Rick Hansen 25<sup>th</sup> Anniversary Relay**

- Relay run from White Rock through Richmond from 1-5:30pm on July 23. A five vehicle caravan will stop at several community centres along the route and finish at Minoru Park around 5:30pm
- This is a trial event in preparation for the for the real event which will arrive in Richmond on May 20 2012. This is a cross country relay similar to the Olympic Torch Relay.

#### **Kidsafe Expo**

- City of Richmond Community Bylaw staff are hosting their annual KidSafe Expo at South Arm Park on Sunday July 24 from 12-4pm. Activities include information booths and safety demonstrations by Richmond Fire Rescue, Richmond RCMP, Vancouver Coastal Health and the arrival of the BC Ambulance medivac helicopter.

## **Sport Tournaments/Meets Worth Noting: July 18-Aug 1, 2011**

#### **Richmond Girl's Softball Bantam Provincials**

- London-Steveston Park on July 22-24.

#### **Richmond Soccer Funfest 2011 (Youth Soccer Tournament)**

- Hugh Boyd Park on Sunday July 24 from 7am-6pm.

#### **Richmond City Baseball AAA Mosquito Baseball Provincials**

- July 28-Aug 1 at Steveston Park ball diamonds.

#### **Rally Rai Memorial Touch Football Tournament**

- Minoru Park (Oval turf) on July 23 and 24 from 9-3pm.





# City of Richmond

## Report to Committee

**To:** Parks, Recreation and Cultural Services Committee      **Date:** September 14, 2011  
**From:** Kim Somerville  
Acting Director, Arts, Culture & Heritage Services      **File:** 11-7000-09-00/Vol 01  
**Re:** City Centre Area Public Art Plan

### Staff Recommendation

1. That the revised City Centre Area Public Art Plan as reviewed by the Public Art Advisory Committee and as presented in the report dated September 14, 2011, from the Acting Director, Arts, Culture & Heritage Services, be approved as a guide for the placement of public art in the City Centre; and
2. That staff bring forward amendments to the Richmond Official Community Plan Schedule 2 of Bylaw 7100 to update Public Art Section 2.4.1(c) of the City Centre Area Plan to incorporate the proposed Public Art Plan strategy.

Kim Somerville  
Acting Director, Arts, Culture & Heritage Services  
(604-247-4671)

Att. 1

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

## Staff Report

### Origin

On June 28, 2011 the Parks, Recreation & Cultural Services Committee reviewed the proposed City Centre Area Public Art Plan, as presented in the report dated June 15, 2011, from the Director, Arts, Culture & Heritage Services, as a guide for the placement of public art in the City Centre, and endorsed the following referral subsequently adopted by Council on July 11, 2011:

*That the City Centre Area Public Art Plan as presented in the staff report dated June 15, 2011, from the Director, Arts, Culture & Heritage Services, be referred to the Richmond Public Art Advisory Committee for comment.*

### Analysis

The City Centre Public Art Plan identifies a thematic framework for creating artworks that are relevant to residents of the City of Richmond, with a focus on Richmond's unique environment and history. Opportunities are identified for locating significant artworks within each of the six "urban villages" in the City Centre, along waterfront trails and the enhanced No. 3 Road and Canada Line urban environment, and at major gateways to the City Centre.

Staff have referred the draft City Centre Public Art Plan to the Public Art Advisory Committee (RPAAC) for review and comment. In general, RPAAC liked the Plan, including format, layout and use of visuals. They offered suggestions to wording for improving the clarity of the document. In particular, it was mentioned that the use of priority designations for the various locations for public art in the City Centre was not clear.

The inclusion of "priorities" was originally intended to identify sequencing for proceeding with projects in strategic locations. It was not intended to mean that some locations were more important than other locations. The Plan has been amended to replace "Priority" with "Timing", to indicate either immediate or future opportunities.

As well, based on suggestions both from Council and from RPAAC, the public art budgets have been adjusted for several opportunities to reflect their appropriate level of importance to the overall Plan.

The Plan has also been circulated to members of the City Centre Public Art Plan Advisory Group, now acknowledged on the inside cover of the Plan, and one response has been received to date. The comment was very supportive, with a suggestion to involve art students for small projects to add animation both inside and outside the Canada Line Stations.

In response to the above comments, the Plan has been revised to incorporate these suggestions and forwarded to RPAAC for review. At the September 13, 2011 meeting of the Public Art Advisory Committee, the revised City Centre Area Public Art Plan was discussed and the RPAAC unanimously approved a recommendation to Council to approve the City Centre Area Public Art Plan as updated and presented in this report (**Attachment 1**).

### **Financial Impact**

There is no financial impact to this report.

### **Conclusion**

The Public Art Advisory Committee has reviewed the City Centre Public Art Plan and recommend it for Council approval. The Plan provides a framework to enrich Richmond's urban identity by incorporating inspirational and meaningful art in the public realm. This will enable Richmond's Public Art Program to be more strategic in commissioning and locating a complement of permanent and temporary small and large scale public artworks in the City Centre.

In late 2011 staff will bring forward proposed amendments to the Richmond Official Community Plan Schedule 2 of Bylaw 7100 to update the Public Art Section 2.4.1(c) of the City Centre Area Plan to incorporate the proposed Public Art Plan vision, purpose, map and implementation strategy, for Council approval.



for Eric Fiss  
Public Art Planner  
(604-247-4612)

EF:ef



**DRAFT**

# City Centre Public Art Plan



## Acknowledgements

### **Members of the Advisory Group for the City Centre Public Art Plan:**

Clara Chow, President, Richmond Chinese Community Society  
Valerie Jones, Richmond Public Art Advisory Committee  
W.T. (Wing) Leung, W.T. Leung Architects Inc.  
Lawrence Lim, President Mayfair Commercial R.E. Advisors Inc.  
Adrienne Moore, visual artist  
Willa Walsh, Chair, Richmond Public Art Advisory Committee  
Barbara Zeigler, visual artist, Associate Professor, Dept. of Art History, Visual Art & Theory, UBC  
Xuedong Zhao, Richmond Public Art Advisory Committee

### **Staff:**

Jane Fernyhough, Director, Arts, Culture and Heritage Services  
Kim Somerville, Manager, Arts Services  
Eric Fiss, Public Art Planner  
Susan Stevenson, Cultural Planner  
Michelle Brunet, Public Art Assistant  
Joao Canhoto, Public Art Assistant  
Suzanne Carter-Huffman, Senior Planner/Urban Design  
Brian Guzzi, Urban Design Coordinator

### **Workshops, Focus Groups and Survey Participants:**

Richmond Chinese Community Society  
Urban Development Institute  
Richmond Chamber of Commerce  
Richmond Advisory Design Panel  
Hugh McRoberts Secondary School students  
Richmond Public Art Advisory Committee  
City Staff Multi-Departmental Resource Group





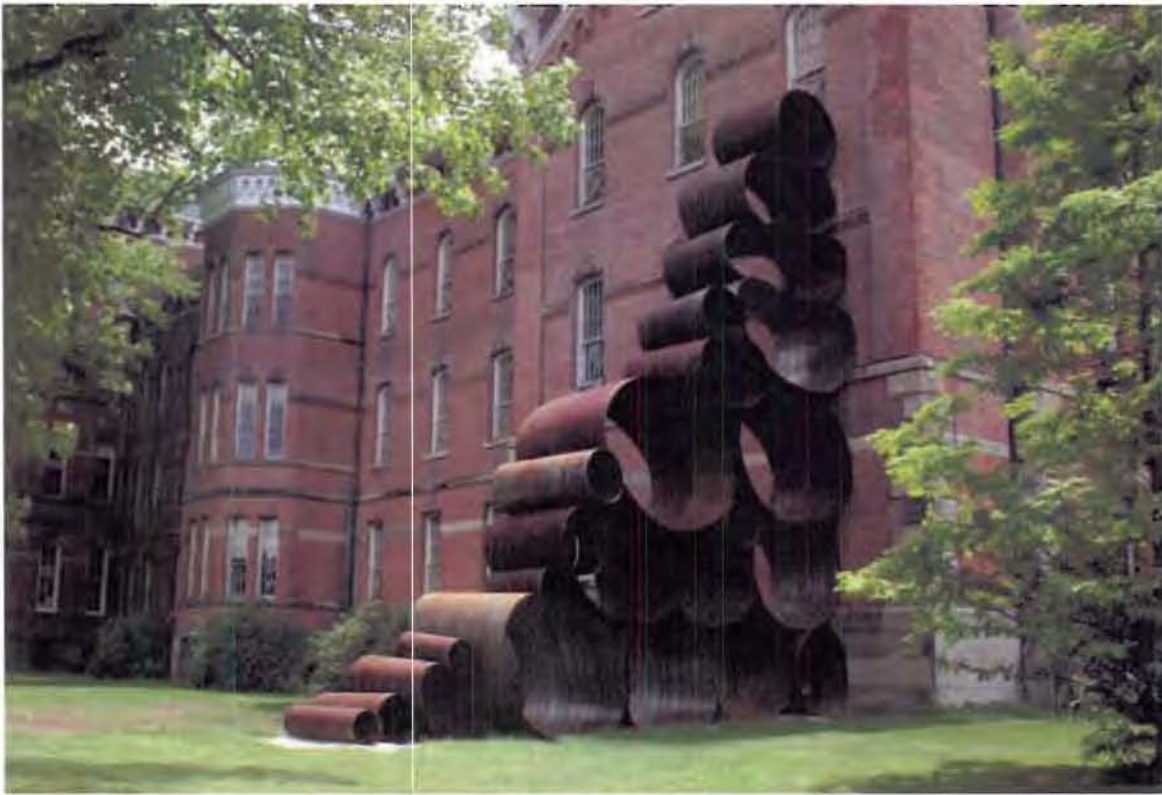
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## City Centre Public Art Plan

The purpose of the arts in a city is to make a city fall in love with itself.

*—Pier Giorgio Di Cicco (Poet Laureate, City of Toronto 2005–09)*



## INTRODUCTION

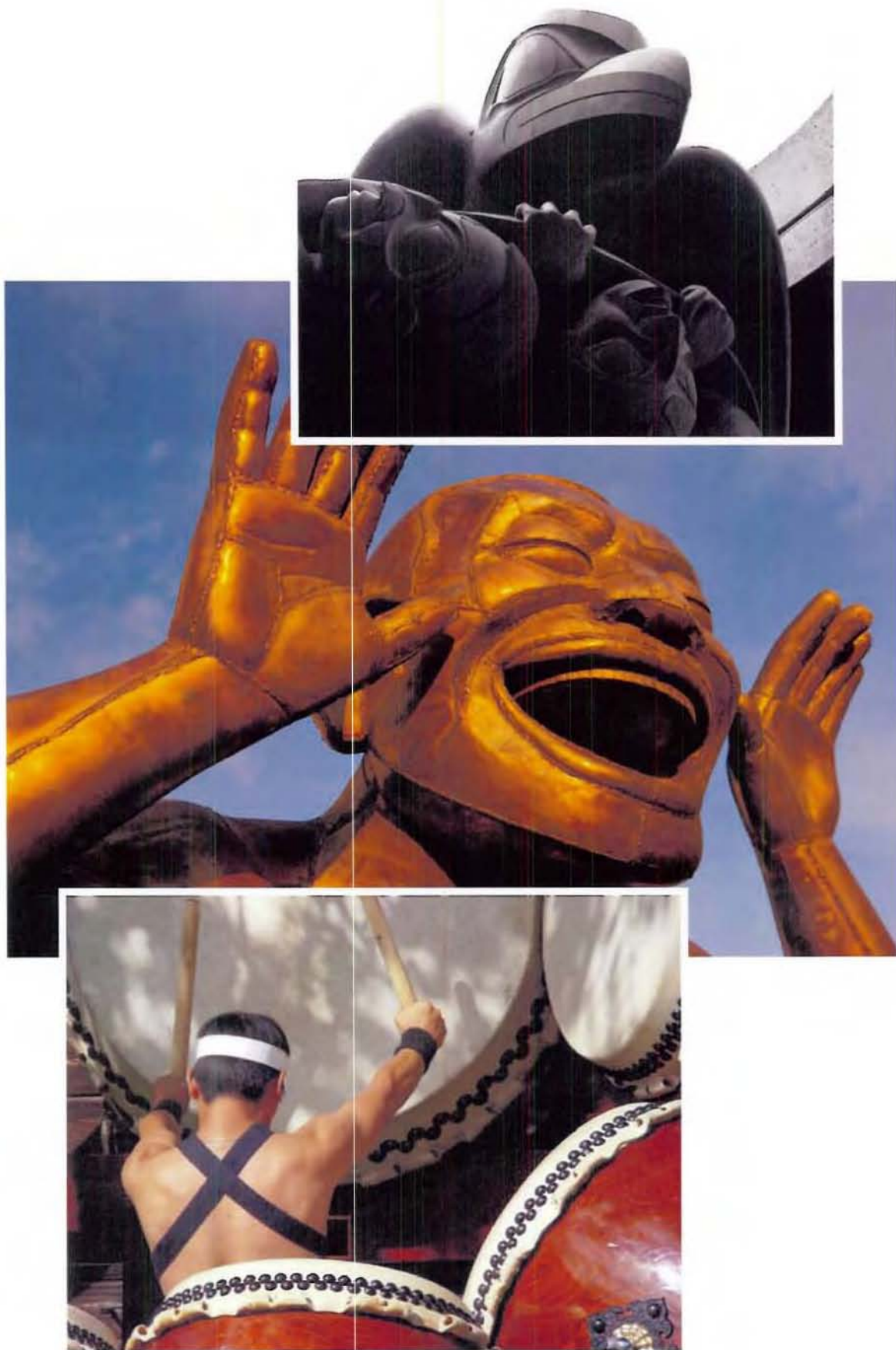
Public art, like architecture and urban design, contributes to a sense of place, ownership and cultural identity for a city's residents, while at the same time creating lasting memories for visitors.

The City Centre Public Art Plan identifies guiding principles that will create continuity throughout the City Centre and its individual villages. The City Centre Area Plan lays out an ambitious redesign of the urban core; it is a framework that includes new businesses, housing, parks, pedestrian precincts as well as arts and entertainment hubs. Public art will animate this revitalized urban core.

Priority will be given to the development of large-scale signature artworks that serve as landmarks and meeting places while also providing opportunities for intimate and "discovered" works. By situating art in strategic, high profile locations, signature artworks that create a sense of place and act as geographic locators will be recognized.

The City Centre Public Art Plan's vision is to enrich Richmond's urban identity through inspirational and purposeful art in the public realm.





# THEMATIC FRAMEWORK

## Richmond: Yesterday, Today and Tomorrow

The Richmond City Centre Public Art Plan identifies a wide range of opportunities for the City Centre over the coming years. Through extensive workshops and focus groups, it has been revealed that Richmond's unique past is important to current residents. "Richmond: Yesterday, Today and Tomorrow" will be the thematic construct within which artists will design their work. This framework offers context to create continuity and synergy, while allowing room for artistic expression and diverse projects.

### Honouring Yesterday

Richmond's past has many faces. These faces are what make Richmond unique and provide visitors with an understanding of Richmond's history and how immigration has shaped the diversity of our unique City.

### Celebrating Today

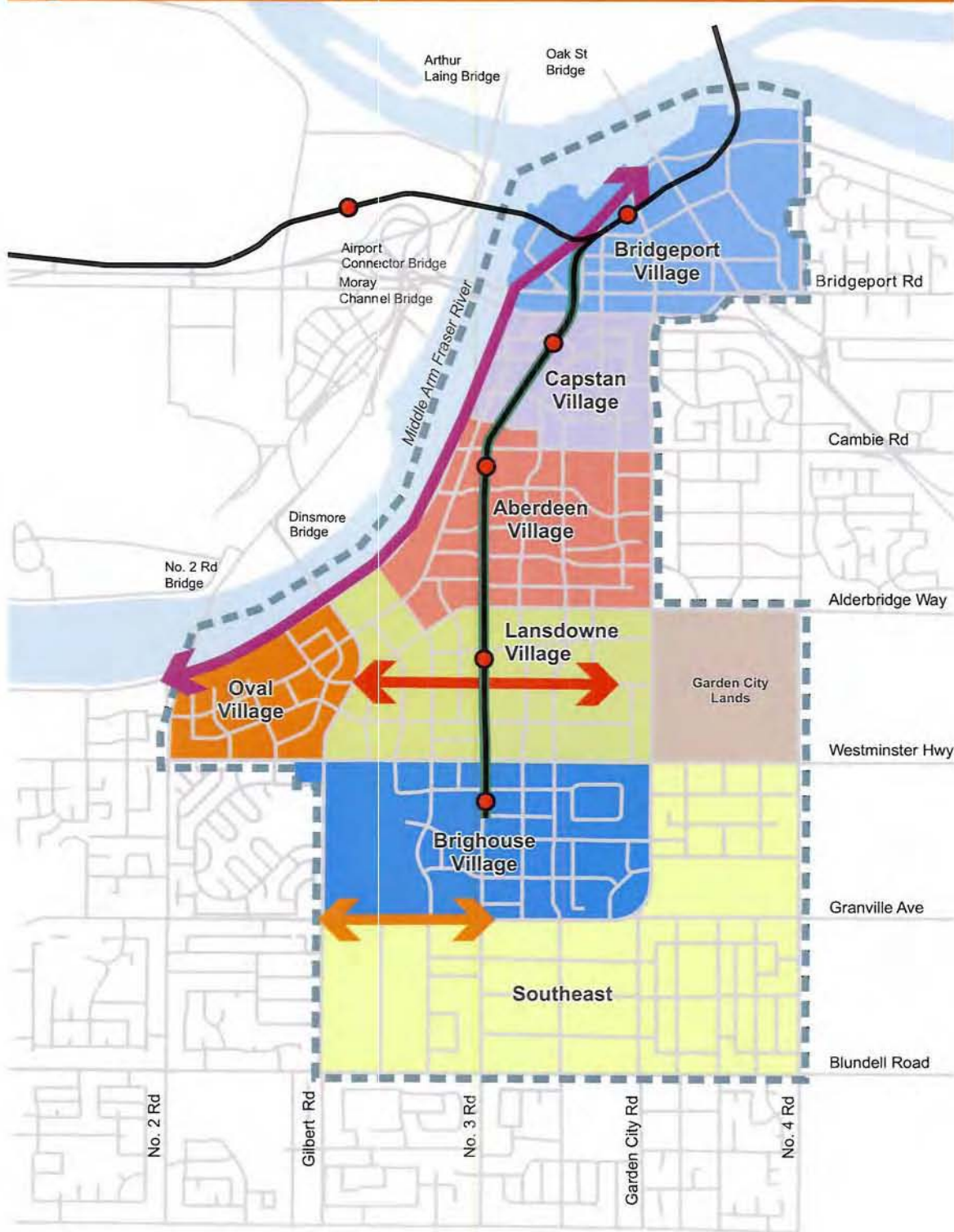
A city in transition: shifting demographics paired with rapid development and growth have given Richmond an exciting new profile. Still praised for its rich soil and abundant waters, Richmond is also developing as a cultural destination.

### Building Tomorrow

Richmond is a "world class" urban centre that enhances quality of life, embraces the principles of sustainable living and provides opportunities to take pleasure in public life and celebrate its unique heritage and culture.



## City Centre "Urban Villages"



- City Centre Boundary
- Canada Line Station
- Village Centre
- Garden City Lands  
(Further Study Required)

- No 3 Road/Canada Line
- Civic Precinct
- Waterfront Art Walk
- Lansdowne Green Way & Village Park

## VILLAGE PUBLIC ART MASTER PLANS

The City Centre Area Plan has identified a network of six attractive “urban villages” that break the City Centre into identifiable pedestrian-scaled communities and create a network of focal points. Public art can help establish the unique identity for each village while creating continuity, connectivity and synergy among them.

### **Bridgeport Village** | 24/7 Entertainment and Arts Precinct

Bridgeport is an industrial area in transition to becoming a 24-hour entertainment precinct. Building on the River Rock Casino attraction, the area will be zoned to have a unique arts, culture and entertainment focus.

### **Capstan Village** | Waterfront Arts Community

The Capstan area is designated as a zone for medium to high density mixed residential/commercial use, housing artist live/work studios and gallery spaces. Public art opportunities in this area need to support this mixed-use development.

### **Aberdeen Village** | Cultural and Festival Hub

Aberdeen, designated as a commercial, non-residential area, is recommended as a locale for commercial galleries, as well as parades and festivals.

### **Lansdowne Village** | Centre of the City

Lansdowne, a high-density, mixed commercial and residential district is an important location for public art. The unique growth planned for this area will provide numerous opportunities for integrating public art into its many future neighbourhood parks.

### **Brighthouse Village** | Civic Heart

Brighthouse, the traditional heart and civic focal point of Richmond and its City Centre, is a high priority for public art. Like Lansdowne, it is a zone of high-density, mixed commercial/residential use, with some of the largest buildings in the downtown core.



## Oval Village | Sport and Recreation

Building on the success of the Richmond Olympic Oval's public art program, redevelopment of this light industrial area into a high density mixed-use neighbourhood provides an opportunity to incorporate public art which reflects the cultural history and the waterfront environment.



## TIMING

Throughout this plan, opportunities are identified as immediate or future priorities.

- △ Immediate Opportunities that have a high degree of prominence and complement existing public amenities are identified for immediate implementation.
- ▽ Future Opportunities that will develop over a number of years, and benefit from integrating public art as development occurs, are identified for future implementation.

## OPPORTUNITIES

### Achieving Urban Scale

Richmond residents have identified a desire to see art that is big, bold, interactive and urban. The following opportunities identify potential large-scale signature works in the City Centre, which can serve as landmarks and meeting places. Additional sites for large-scale works are presented in Enhanced Gateways (page 15). The City of Richmond will continue to prioritize additional sites for large-scale works in the future.

#### **End of the Canada Line, Brighthouse Station**

The guideway, which rests partially on the final support pillar, is presently unfinished and aesthetically unappealing. The structure at this important City Centre location provides an excellent opportunity for public realm improvement. A significant public art project would transform the current “unfinished” terminus into a creative public space and demonstrate a commitment to excellence in public works. Future developments around this location provide an opportunity to develop an urban public plaza as an extension of the Canada Line Brighthouse Station.

**Budget Estimate for public art component, only:**

\$400,000–\$500,000

△ Immediate

#### **Lansdowne Village Centre/Canada Line Station**

Located in the heart of the village centre (referred to in the City Centre Area Plan as the ‘Centre of the City’), the Lansdowne Canada Line Station sees a high volume of pedestrian traffic and provides a number of potential public art locations surrounding the station, including the widened pedestrian festival zone to the north. This area is temporarily hosting Javier Martin’s *Cabezas*, part of the Vancouver Biennale 2009–2011, and is ideal for a high impact artwork, temporary installations as well as performance artworks.

**Budget Estimate:** \$100,000–\$500,000.

▽ Future



### **Aberdeen Village Centre/Canada Line Station**

Artwork at this high traffic station would act as an anchor to the cultural and festival hub within the City Centre. Aberdeen Centre and its amenities provide a link to some of the City's unique multicultural arts and heritage attractions.

**Budget Estimate:** \$150,000

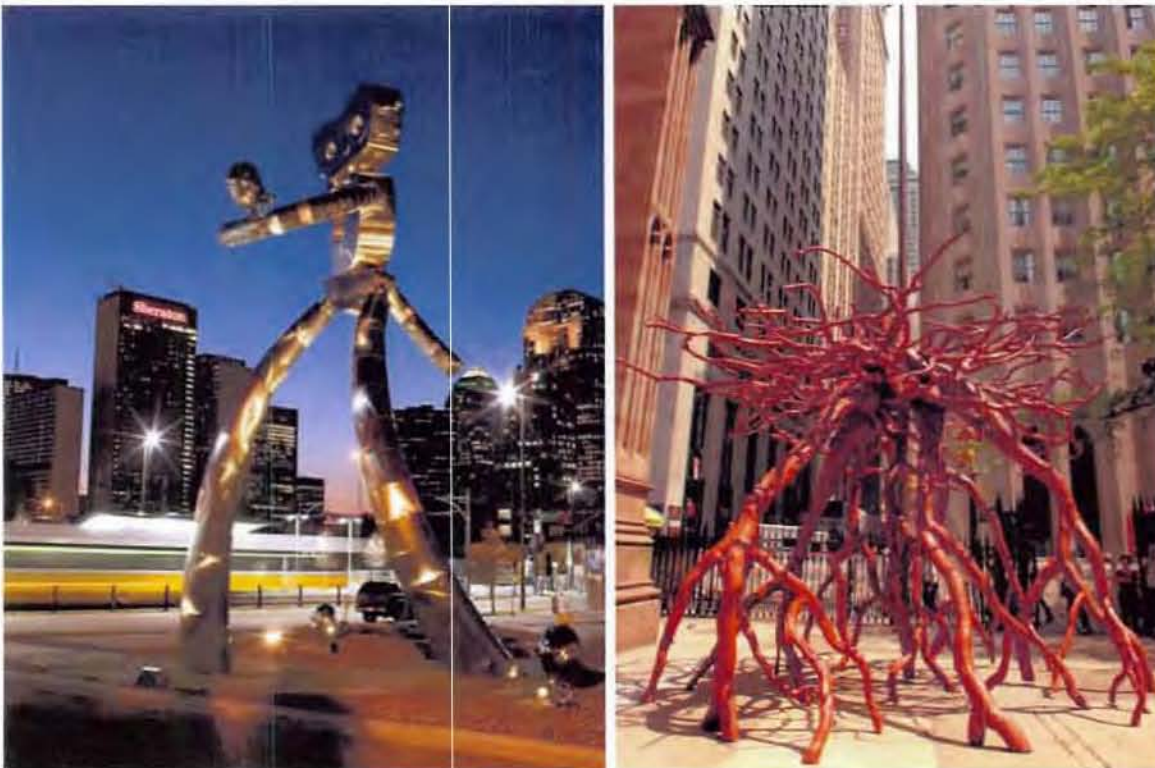
△ Immediate

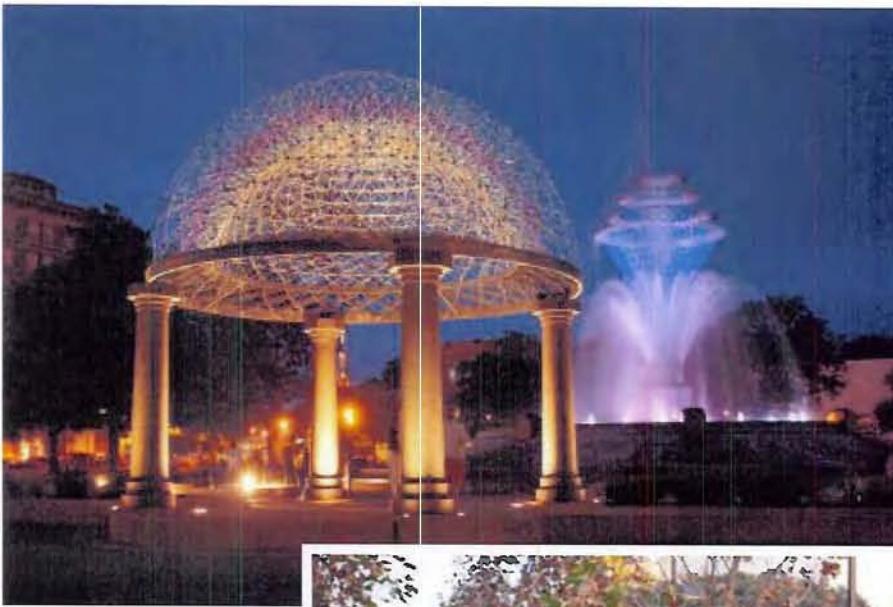
### **Capstan Village Centre/Canada Line Station**

With the future Capstan Canada Line station being planned, the acquisition of a signature work for the Village Plaza would contribute character and vibrancy to this developing waterfront community. The work needs to be easily accessible to pedestrian traffic and maintain continuity with other works along No. 3 Road and the Canada Line.

**Budget Estimate:** \$200,000

▽ Future







### **Cambie Pump Station Plaza**

Cambie Pump Station Plaza is a component of the Middle Arm Greenway Park and the Cambie Pump Station upgrade. It is an ideal location for a large-scale work to direct Canada Line users towards the future Arts District, offering spectacular views of the Fraser River's Middle Arm and North Shore Mountains.

**Budget Estimate:** \$500,000.

▲ Immediate

### **Cultural Centre/Minoru Park**

The Library/Cultural Centre Plaza is a prominent location for public art to strengthen Richmond's community amenities. The Richmond Library/Cultural Centre plaza has been described as "devoid of visual culture" and in need of public art to complement the building's purpose. The inclusion of an inspiring artwork would add vitality and life to the plaza and building entryway. A significant work unique to Richmond's community would bring art, sport and culture together in the Minoru precinct.

**Budget Estimate:** \$250,000

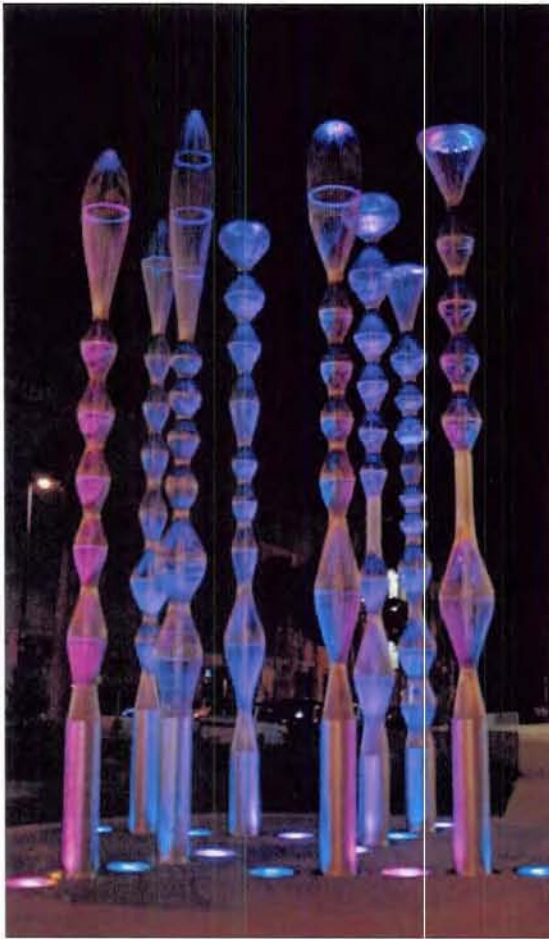
▼ Future

### **Neighbourhood Parks**

Many neighbourhood parks, plazas and squares will be developed in Richmond's City Centre. These open green spaces are ideal for festivals, performances and temporary artwork installations and often provide sight lines from apartment dwellers above. Placing public art in neighbourhood parks adds character to new and upcoming areas and helps create community identity. Future parks that would benefit from public art include the town square in Bridgeport Village, Samuel Brighthouse Homestead site in the Oval Village and along Hazelbridge Way in Aberdeen Village.

**Budget Estimate:** \$100,000–\$200,000 per artwork

▼ Future





## Art Walks/Trails

These corridors provide opportunities for kinetic works, referencing the motion of passing visitors, commuters and natural elements. Art walks that link to small plazas enhance opportunities for creating outdoor exhibition and destination sites which could host activities such as open-air markets, picnics, parades and other forms of recreation.

The following are opportunities for interpretive walkways and outdoor museums, connecting key areas in the city:

### No. 3 Road

Smaller street level enhancements would soften the major roadway for pedestrian users. Temporary and permanent artwork of varying scales along No. 3 Road would link potential large-scale artworks at each of the Canada Line stations and create an open-air art gallery in Richmond's urban core.

**Budget Estimate:** \$50,000–\$200,000 per artwork

△ Immediate

### Middle Arm Waterfront

The Middle Arm dyke trail commences at Sea Island Way, and continues towards the Cambie Pump Station Plaza and the Richmond Olympic Oval. The Middle Arm Greenway Park is one of the City's top priorities for locating public art. Potential artworks range in size and objective from small intimate artworks for education and reflection to larger landmark pieces. Sites that would benefit from notable works include the Bridgeport Entertainment District and the Cambie Pump Station Plaza.

**Budget Estimate:** Varied

△ Immediate



### **Civic Precinct in Brighthouse Village**

Major changes are expected in the coming years. A civic art trail linking all City-owned buildings from City Hall to Minoru Park would promote the city's cultural identity and the Minoru precinct's significance within the downtown core. Plazas and public art opportunities incorporated into future upgrades would create continuity throughout the precinct. The Library/Cultural Centre Plaza has already been identified as an ideal location for artworks or a significant artwork.

**Budget Estimate:** \$200,000–\$400,000 for major acquisitions

△ Immediate

### **Lansdowne Greenway and Village Park**

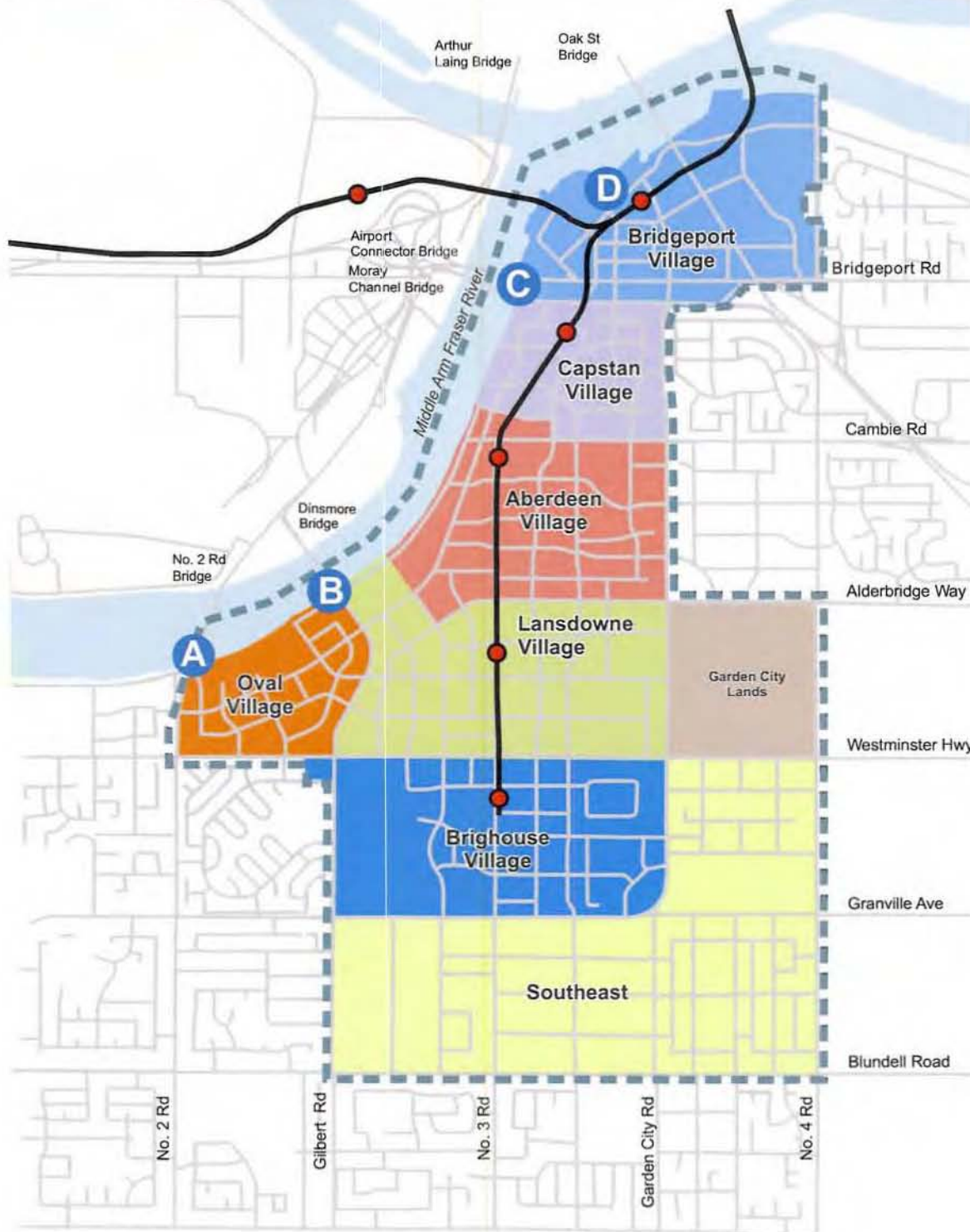
Redevelopment of the commercial area in the heart of downtown Richmond will include the creation of a new 10-acre village park along the north side of Lansdowne Road. The Lansdowne Road Greenway, from No. 3 Road to Hollybridge Way, will link Kwantlen Polytechnic University to the Richmond Olympic Oval site. The linear greenway will benefit from the inclusion of large-scale iconic works as well as interactive, intimate works and interesting street furniture.

**Budget Estimate:** \$50,000–\$250,000

▽ Future







— City Centre Boundary

● Canada Line Station

⊕ Village Centre

■ Garden City Lands

(Further Study Required)

A No. 2 Road Bridge

B Dinsmore Bridge

C Connector Bridges

D Bridgeport Canada Line Station

## Enhanced Gateways

Richmond is an island city connected by roads, highways and bridges. Such gateways are strategic locations for achieving maximum impact with public art. As these locations are mainly viewed by moving vehicles, ideal artworks would be vibrant and bold, incorporating lighting design and new technology.

### Connector Bridges

Heavily used by airport traffic, the Moray Channel Bridge and the Airport Connector Bridge connecting to and from Highway 99, are ideal locations to welcome visitors to the City and more specifically the Bridgeport arts and entertainment precinct.

**Budget Estimate:** \$50,000–\$150,000

▽ Future

### Bridgeport Canada Line Station

The first station located in Richmond and the transfer station to the Vancouver International Airport, Bridgeport station sees the most traffic of all Richmond Canada Line stations and would benefit from artwork that welcomes visitors and introduces them to Richmond's unique character.

**Budget Estimate:** \$50,000–\$250,000

△ Immediate

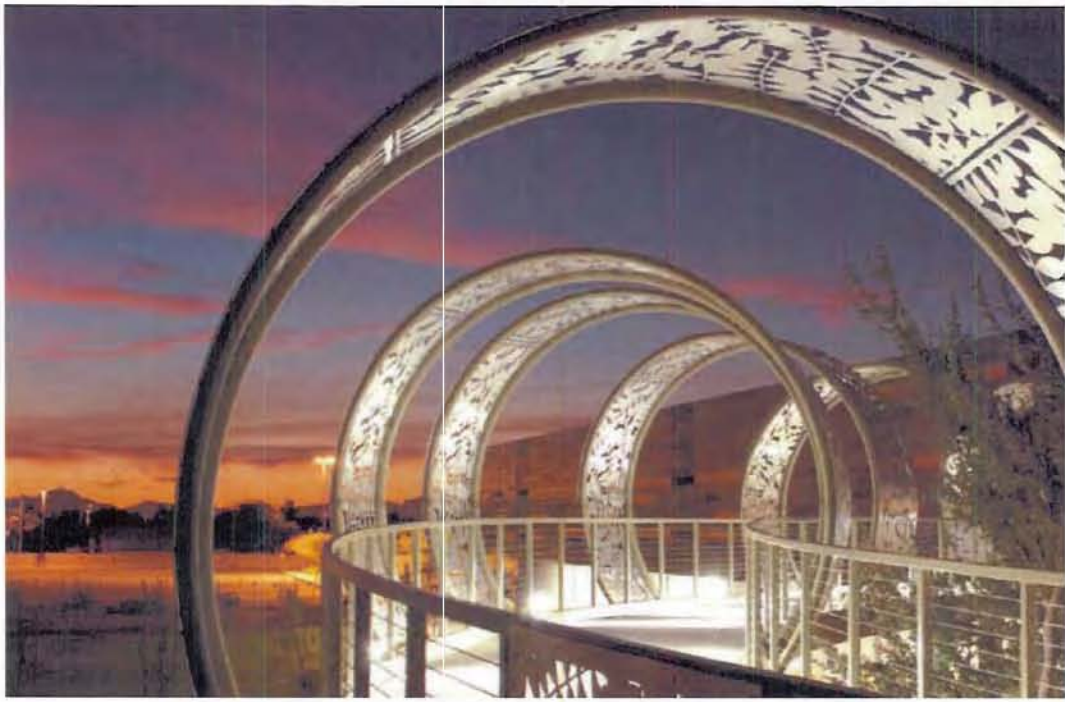
### Dinsmore and No. 2 Rd Bridges

These two bridges are heavily used by commuter traffic, connecting Vancouver and the Airport to two arterial roads in Richmond, No. 2 Road and Gilbert Road. Both bridges are visible from the Richmond Olympic Oval precinct. Artwork associated with these two bridges would ideally speak to the area's history and would relate to the Middle Arm Waterfront Art Walk.

**Budget Estimate:** \$100,000–\$350,000

△ Immediate





## Street Furnishings

Incorporating art into functional objects is an affordable, high-impact way to meet the City's goal of integrating the arts into everyday life and making art accessible to the public. Integrating public art into infrastructure design will require the City to work with artists in the design of benches, drinking fountains, fencing, public washrooms, bicycle racks, fountains, man-hole covers, tree grates, traffic signal boxes and pump stations. This should be done on a program-by-program basis with first priority being to contribute to a vibrant streetscape along No. 3 Road.

**Budget Estimate:** Artist fees to design and fabrication of infrastructure, \$30,000 minimum.

## Temporary Work

Temporary opportunities provide exposure for experimental and varied works. Transitional properties can become a stage for performances or experimental built works. For example, construction fencing and sidewalk protectors can be transformed into artistic outlets. Including temporary works throughout the City Centre can provide creative opportunities for emerging artists and new partnerships.

**Budget Estimate:** Temporary installations \$25,000–\$150,000; construction fencing and protectors \$15,000.





## FUNDING MECHANISMS

To bring components of this plan and the more ambitious projects to fruition, resources need to be shared and partnerships must be forged. To achieve this, the City of Richmond's Public Art Program needs to:

- Work with developers to pool public art contributions for major public art installations.
- Work with transit authorities (InTransit and TransLink) to fund art programs to enhance Richmond's transit routes.
- Encourage local businesses to make contributions to the City Public Art Reserve, which can be used for community and major public installations.

The creation of vibrant and inspirational urban spaces in the City Centre can only be achieved by collaborating with other stakeholders.

## CONCLUSION

The City Centre Public Art Plan provides a framework to enrich Richmond's urban identity by incorporating inspirational and purposeful art in the public realm. As a result of this Plan, there is now a vision for the City Centre, which will enable Richmond's Public Art Program to be more purposeful and strategic in commissioning and locating a complement of permanent and temporary, small and large scale public artworks.

## CONTACTS

### Visit our website

[richmond.ca/publicart](http://richmond.ca/publicart)

### More information

Richmond Public Art Program

*Arts, Culture and Heritage Services*

[publicart@richmond.ca](mailto:publicart@richmond.ca)

Tel: 604-247-4612

## PHOTO CREDITS

- P. iii Holger Mader, *Cam*, Chelsea Art Museum, New York, NY. photo credit: ©2008 Aubrey Mayer
- P. 1 DeWitt Godfrey, *Buttress*, Outdoor Installation May 2010–May 2011, Kennedy Museum of Art, Ohio
- P. 2 **Top** Bill Reid, *The Raven and the First Man*, The University of British Columbia's Museum of Anthropology. Photo: Bill McLennan
- P. 2 **Middle** Yue Minjun, *A-maze-ing Laughter*, Vancouver ©2009 Biennale. Photo: Dan Fairchild
- P. 2 **Bottom** Tera Taiko Drummer. Photographer unknown.
- P. 6 Anish Kapoor, *Cloud Gate*, Millennium Park, Chicago
- P. 8 **Left** Brad Oldham and Brandon Oldenburg, *The Traveling Man*, Dallas, TX ©Brad Oldham and Brandon Oldenburg
- P. 8 **Right** Steve Tobin, *Trinity Roots*, Trinity Church, New York, NY. ©Steve Tobin
- P. 9 **Top** Brower Hatcher, *Wellspring & Oculus*, Bayliss Park, Council Bluffs, Iowa
- P. 9 **Middle** Peter Shelton, *sixbeastsandtwomonkeys*, City Walking Park, Los Angeles, CA ©Peter Shelton
- P. 9 **Bottom** Alexander Calder, *Flamingo*, Federal Plaza, Chicago, Illinois, photo: City of Richmond
- P. 11 **Top Left** Cliff Garten Studio, *Sentient Beings*, Art Institute of California, ©Cliff Garten Studio
- P. 11 **Top Right** Jun Ren, *Water #10*, Richmond, BC, ©Dan Fairchild
- P. 11 **Bottom** Maya Lin, *What is Missing?*, California Academy of Sciences, San Francisco, CA ©Maya Lin
- P. 12 Giny Vos, *Traveling Sand*, Apeldoorn ©Giny Voss–2009
- P. 13 Jun Kaneko, *Rhythm*, Mid-America Centre, Council Bluffs, IA
- P. 16 **Top** Holger Mader, *Reprojected*, Munich. Photo: ©2007 MSW
- P. 16 **Middle** Barbara Grygutis, *Desert Passage*, Chandler Gilbert Community Collage, Chandler, AZ. ©2009 Barbara Grygutis. Photo: Kelly Kickpatrick
- P. 16 **Bottom** Christian Moeller, *News Reader*, King County Public Art Collection
- P. 17 **Left** Monique Genton, *Habitat*, Richmond, BC, ©Monique Genton
- P. 17 **Right** Colleen Dixon, *Four Corners*, Richmond, BC. ©Kiyoshi Otsuji



## CITY CENTRE PUBLIC ART OPPORTUNITIES

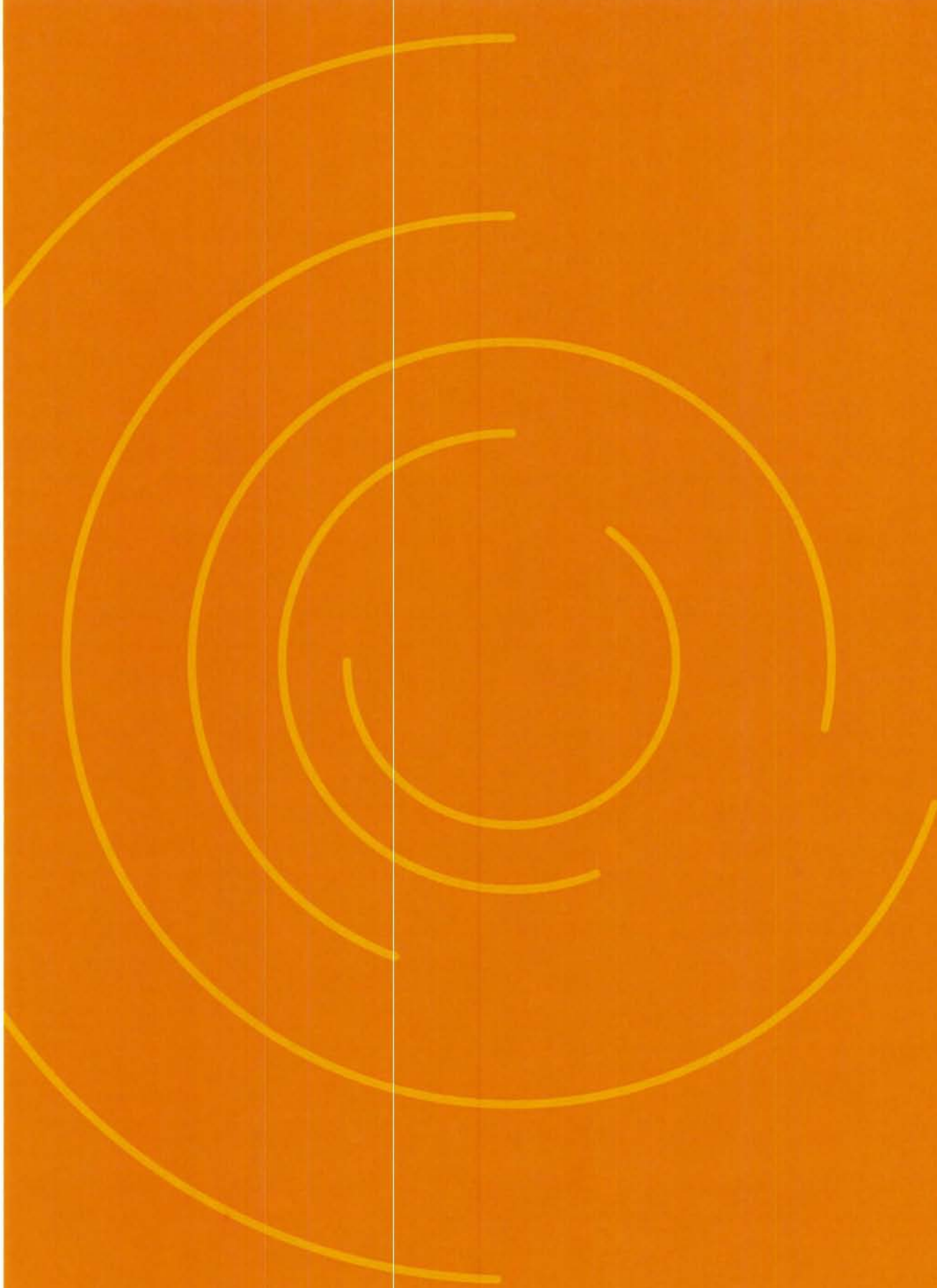
Opportunity	Location	Timing	Current Condition	Proposed Artwork	Potential Contributors	Estimated Budget
End of the Canada Line	Brighthouse Station, No. 3 Rd	Immediate	guideway resting partially on the final support pillar is unfinished and aesthetically unpleasing	large scale work at high profile location; high impact as it will be viewed from street level and Canada Line platform	InTransit BC; TransLink; Private Developers from 6300 and 6340 No. 3 Road.	\$400,000–\$500,000 for artwork
Cambie Pump Station Plaza	conjunction of the Middle Arm Greenway Park and Cambie Road	Immediate	Vancouver Biennale piece, <i>Water #10</i> by Ren Jun, is currently located at the plaza	a vertical work to be used as a landmark and beacon to the park plaza and dyke trail	Private Sponsors developing in Aberdeen Village centre	\$500,000
Lansdowne Village Centre	Lansdowne Road at No. 3 Road	Future	widened pedestrian walkway north of the Canada Line Station host to Vancouver Biennale's <i>Cabezas</i> by Javier Marin; some street furniture	Iconic work to represent the "Centre of the City" and intersection of No. 3 Road and Lansdowne Road art trails	InTransit BC; Private Sponsors and Private Developers in Lansdowne Village Centre	\$100,000–\$500,000
Cultural Centre/ Minoru Park	7191 Granville Ave	Future	concrete plaza with a lack of visual presence; <i>Minoru Horse</i> installed with good reception	artwork and upgrade to water fountain to highlight the community anchor	Civic Public Art Program, Private Sponsors	\$250,000
Aberdeen Village Centre / Canada Line Station	conjunction of No. 3 Rd. and Cambie Road	Immediate	widened pedestrian walkway and Canada Line Station devoid of artistic enhancements and landmarks	artwork to act as an anchor to the cultural and festival hub	InTransit BC; TransLink; Private Developers	\$150,000

Capstan Village Centre / Canada Line Station	conjunction of No. 3 Rd and Capstan Way	Future	undeveloped	signature work to contribute to the character and vibrancy of developing waterfront community	InTransit BC; TransLink; Private Developers	\$200,000
No 3 Road Art Walk	From Bridgeport Canada Line Station to Brighthouse Station	Immediate	No. 3 Road Art Columns Program provide two-dimensional art at each station, Javier Marin's <i>Cabezas</i> are temporarily located at Lansdowne Station; concrete guide-way dominates the space	larger works at each Canada Line station to create a more graceful and engaging space; smaller enhancements along No. 3 Road and guide-way	InTransit BC; TransLink; Private Developers	\$50,000–\$200,000 for larger works at each station
Middle Arm Waterfront Art Walk	Along the dyke trail from Bridgeport to the Oval	Immediate	the Oval showcases a range of works by local and international artists; Cambie Pump Station Plaza is currently hosting the temporary <i>Water #10</i> ; Bridgeport is void of artistic presence	the inspiring efforts put into the art work at the Oval need to continue along the dyke; some work should be intimate an contemplative, allowing for education and reflection; other works should highlight and commemorate key sites along the trail	Private Developers along the waterfront; River Rock Casino	Varied
Civic Precinct Art Trail	from City Hall to Minoru Park	Immediate	<i>Minoru Horse</i> recently installed in Minoru Park; <i>Span</i> is located at City Hall; Patrick Hughes' <i>Doors of Knowledge</i> is temporarily installed in Minoru Park	a art trail would promote the City's cultural identity and significance within the downtown core	Private Sponsors	\$200,000–\$400,000 for acquisitions



Opportunity	Location	Timing	Current Condition	Proposed Artwork	Potential Contributors	Estimated Budget
Lansdowne Greenway and Village Park	along Lansdowne Road from Kwantlen Polytechnic University to the Richmond Olympic Village	Future	Lansdowne Station temporarily hosts Vancouver Biennale's <i>Cabezas</i> by Javier Marin; Lansdowne greenway yet to be developed; Lansdowne Rd west of No. 3 Rd will see further residential development.	large iconic work at Lansdowne Station with street furniture and smaller works along the greenway.	InTransit BC; TransLink; Kwantlen Polytechnic University; Private Developers	\$50,000–\$250,000
Airport Connector Bridges	Connectors from YVR to Bridgeport Road and onto HWY 99	Future	lack of artistic presence or acknowledgement that traffic is passing through Richmond	high impact larger works welcoming airport traffic to Richmond and the Bridgeport entertainment and arts precinct	YVR; Private Developers	dependant on project scope; range from \$50,000 for smaller detailed elements to \$150,000 for larger sculptural works
Bridgeport Canada Line	at Bridgeport bus loop off Great Canadian Way	Immediate	large concrete station and bus loop devoid of colour and inspiration	creative work to enhance the commuters' wait at bus loop and identify location	InTransit BC; TransLink; River Rock Casino	dependant on project scope; range from \$50,000 for smaller detailed elements to \$250,000 for larger sculptural works
Dinsmore & No. 2 Rd Bridges	Sea Island Way connector to Gilbert Road and No. 2 Road	Immediate	bridges are uninspiring and are missed opportunities to highlight entrances to the City	work incorporated into bridge or south of bridge to identify the new Oval Village	YVR; Private Developers	dependant on project scope; range from \$100,000 for smaller detailed elements to \$350,000 for larger sculptural works

Neighbourhood Parks	various locations throughout the City Centre	Future	a few parks have public art projects; many parks lack artistic expression	community projects and interactive works to enhance community parks, neighbourhoods and residents' quality of life	Private Developers; City Parks Department	\$100,000–\$200,000 per artwork
Street Furnishings	various locations throughout the City Centre	Immediate	many street furnishings are functional yet unoriginal; artists are starting to be included in pump station design teams	include an artist in design team for street furniture and pump stations	City Engineering Department	\$30,000 minimum
Temporary Work	neighbourhood parks, plazas, vacant lots, construction hoardings and manhole covers	Immediate	Eleven Vancouver Biennale works are temporarily installed throughout the city; construction hoarding and manhole covers are solely utilitarian	experimental and ephemeral work; enhancing construction sites	Private Developers; other non-profit groups; Private Sponsors	temporary installations \$25,000–\$150,000; construction fencing and protectors \$15,000



## City of Richmond

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## Planning Committee

Anderson Room, City Hall  
6911 No. 3 Road

Tuesday, October 4, 2011  
4:00 p.m.

Pg. #      ITEM

### MINUTES

- PLN-3**      *Motion to adopt the minutes of the meeting of the Planning Committee held on Tuesday, September 20, 2011.*



### NEXT COMMITTEE MEETING DATE

Tuesday, October 18, 2011, (tentative date) at 4:00 p.m. in the Anderson Room.

### PLANNING & DEVELOPMENT DEPARTMENT

- PLN-13**      1.      **APPLICATION BY CHING-HO CHEN FOR REZONING AT 9500 ALBERTA ROAD FROM SINGLE DETACHED (RS1/F) TO RESIDENTIAL CHILD CARE (RCC)**  
(File Ref. No. 12-8060-20-8810, **RZ 09-467609**) (REDMS No. 3212775)

[TO VIEW eREPORT CLICK HERE](#)

See Page **PLN-13** of the Planning agenda for full hardcopy report

*Designated Speaker: Brian J. Jackson*

### STAFF RECOMMENDATION

*That Bylaw No. 8810, for the rezoning of 9500 Alberta Road from “Single Detached (RS1/F)” to “Residential Child Care (RCC)”, be introduced and given first reading.*



**PLN-25      2.      APPLICATION BY STUDIO ELEMENTAL DESIGN FOR REZONING AT 9220 NO. 3 ROAD FROM LAND USE CONTRACT 078 AND SINGLE DETACHED (RS1/E) TO LOCAL COMMERCIAL (CL)**

(File Ref. No. 12-8060-20-8820/8821, **RZ 10-531707**) (REDMS No. 3351982)

**TO VIEW eREPORT CLICK HERE**

See Page **PLN-25** of the Planning agenda for full hardcopy report

*Designated Speaker: Brian J. Jackson*

**STAFF RECOMMENDATION**

- (1) That Official Community Plan Amendment Bylaw No. 8820, to redesignate 9220 No. 3 Road from "Low-Density Residential" to "Commercial" in the Official Community Plan Specific Land Use Map (Attachment 2 to Schedule 1 of Bylaw No. 7100), be introduced and given first reading.*
- (2) That Bylaw No. 8820, having been considered in conjunction with:  
(i) the City's Financial Plan and Capital Program;  
(ii) the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;  
is hereby deemed to be consistent with said program and plans, in accordance with Section 882(3)(a) of the Local Government Act.*
- (3) That Bylaw No. 8820, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, is hereby deemed not to require any further consultation.*
- (4) That the provisions of "Land Use Contract 078" be discharged from the southern portion of 9220 No. 3 Road and that Bylaw No. 8821, to amend the "Local Commercial (CL)" zoning district and rezone 9220 No. 3 Road from "Land Use Contract 078" and "Single Detached (RS1/E)" to "Local Commercial (CL)", be introduced and given first reading.*



**3.      MANAGER'S REPORT**

**ADJOURNMENT**





## Planning Committee

Date: Tuesday, September 20, 2011

Place: Anderson Room  
Richmond City Hall

Present: Councillor Bill McNulty, Chair  
Councillor Greg Halsey-Brandt, Vice-Chair  
Councillor Linda Barnes  
Councillor Sue Halsey-Brandt  
Councillor Harold Steves

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 Planning Committee held on Tuesday, September 7, 2011, be adopted as circulated.*

**CARRIED**

### NEXT COMMITTEE MEETING DATE

Tuesday, October 4, 2011, (tentative date) at 4:00 p.m. in the Anderson Room

### COMMUNITY SERVICES DEPARTMENT

1. **HOUSING AGREEMENT (ORIS DEVELOPMENTS (RIVER DRIVE) CORP.) BYLAW NO. 8815- TO SECURE AFFORDABLE HOUSING UNITS LOCATED IN 1880 NO. 4 ROAD AND 10071, 10091, 10111, 10131, 10151, 10311 RIVER DRIVE.**  
(File Ref. No. 12-8060-20-8815) (REDMS No. 3352614)

A brief discussion ensued regarding the provision of affordable housing units at the subject site, and the size of the subject site, and staff advised that: (i) the full complement of 65 affordable residential apartment units will be developed during the first development phase; and (ii) the subject site, located between No. 4 Road and Shell Road, covers almost all of the west-to-east stretch between the two major roads.

It was moved and seconded

*That Bylaw No. 8815 be introduced and given first, second, and third readings to permit the City, once Bylaw No. 8815 has been adopted, to enter into a Housing Agreement substantially in the form attached hereto, in accordance with the requirements of s. 905 of the Local Government Act, to secure the Affordable Housing Units required by Rezoning Application No. 07-380169.*

**CARRIED**

## **PLANNING & DEVELOPMENT DEPARTMENT**

2. **AM-PRI CONSTRUCTION LTD. HAS APPLIED TO THE CITY OF RICHMOND FOR PERMISSION TO AMEND THE MCLENNAN SOUTH SUB-AREA PLAN CIRCULATION MAP AND TO REZONE 7691, 7711 AND 7731 BRIDGE STREET FROM "SINGLE DETACHED (RS1/F)" TO "MEDIUM DENSITY TOWNHOUSES (RTM2)" IN ORDER TO DEVELOP A 34 UNIT TOWNHOUSE DEVELOPMENT.**

(File Ref. 8060-20-8803/8804, RZ 11-563568) (REDMS No. 3216547)

Committee and staff briefly discussed: (i) the outdoor amenity area, where the noteworthy Douglas Fir tree will be retained; (ii) vehicular and pedestrian access to the site; and (iii) sustainability measures, such as permeable paving, will be included in the Development Permit report, but the McLennan South Sub-Area does not have the population density for a district energy program.

It was moved and seconded

- (1) *That Richmond Official Community Plan Bylaw 7100 Amendment Bylaw No. 8803 proposing to repeal the Circulation Map of Schedule 2.10D (McLennan South Sub-Area Plan) and replacing it with "Schedule A attached to and forming part of Bylaw 8803", to change the road type of Keefer Avenue between Armstrong Street and Bridge Street from "Local" to "Trail/Walkway" be introduced and given First Reading;*
- (2) *That Bylaw No. 8803, having been considered in conjunction with:*
- (a) *the City's Financial Plan and Capital Program;*
  - (b) *the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;*
- is hereby deemed to be consistent with said program and plans, in accordance with Section 882(3)(a) of the Local Government Act;*

- (3) *That Bylaw No. 8803 having been considered in accordance with the City Policy on Consultation During OCP Development, is hereby deemed not to require further consultation; and*
- (4) *That Bylaw No. 8804 to rezone 7691, 7711 and 7731 Bridge Street from "Single Detached, (RS1/F)" to "Medium Density Townhouses (RTM2)", be introduced and given first reading.*

**CARRIED**

**3. APPLICATION BY AJIT THALIWAL FOR REZONING AT 11531 WILLIAMS ROAD FROM SINGLE DETACHED (RS1/E) TO COMPACT SINGLE DETACHED (RC2)**

(File Ref. No. 8060-20-8806, RZ 11-585249) (REDMS No. 3309083)

It was moved and seconded

*That Bylaw No.8806, for the rezoning of 11531 Williams Road from "Single Detached (RS1/E)" to "Compact Single Detached (RC2)", be introduced and given first reading.*

**CARRIED**

**4. APPLICATION BY PATRICK COTTER ARCHITECT INC. FOR A ZONING TEXT AMENDMENT TO LOW RISE APARTMENT (ZLR14) – RIVERPORT TO PERMIT A MIXED-USE DEVELOPMENT WITH DEDICATED RENTAL APARTMENT HOUSING AND SHARED PARKING AT 14000 AND 14088 RIVERPORT WAY**

(File Ref. No. ZT 11-565675, 12-8060-20-8811)(REDMS No. 3315841)

In response to queries, Brian Jackson, Director of Development, provided the following information:

- the private sewage treatment plant the development uses is sufficient;
- the subject site is close to railway lands, but the City has received confirmation from the rail company that, for the foreseeable future, no shunting of train cars will take place in the area;
- a registered acoustical engineer has been consulted and the required Noise Sensitive Use Restrictive Covenant for the proposed development includes specifications for acceptable indoor noise levels;
- the applicant may, at a later date, adapt one of the two ground level meeting rooms for a different use; and
- no discussion with the applicant has taken place with regard to an aviation fuel pipeline.

A brief discussion took place regarding the removal of a previous restrictive agreement that pertained to the required age for the dormitory facilities, previously planned for when it was originally envisioned as a mixed-use site.

Committee commended the applicant on the purpose built market rental apartment housing.

It was moved and seconded

*That Bylaw No. 8811, for a zoning text amendment to “Low Rise Apartment (ZLR14) – Riverport” to permit a medium density mid-rise mixed-use development with market rental apartment housing, commercial and community amenity space, be introduced and given first reading.*

**CARRIED**

**5. 2041 OCP UPDATE: THIRD ROUND PUBLIC CONSULTATION FINDINGS**

(File Ref. No.)(REDMS No. 3306517)

Terry Crowe, Manager, Policy Planning, provided background information regarding Council direction to staff to consult with City residents regarding the draft 2041 OCP concept and with (i) Burkeville, (ii) Edgemere, and (iii) Richmond Gardens residents regarding granny flats and coach houses..

He reviewed the analysis undertaken by staff following consultation, open houses, and surveys, and advised that staff recommends that:

- (i) generally the public likes the 2041 OCP concept;
- (ii) granny flats and coach houses be allowed for Burkeville and for Edgemere, on a site by site rezoning basis; and
- (iii) Richmond Gardens, and elsewhere, not allow granny flats or coach houses, except where coach houses are currently allowed under the Arterial Road Policy;

Discussion ensued between Committee and staff, and particularly regarding:

- how the presence of back lanes impact the concept of granny flats and coach houses;
- the idea of a two year period to discover if the new housing forms are successful before considering to amend the Zoning Bylaw so that property owners require only a building permit, not a rezoning;
- the benefits of an incremental and cautious approach to the introduction of granny flats and coach houses in Burkeville and Edgemere;
- the requirement that all proposed granny flats and coach houses must go through the Public Hearing process;
- the 16.5 foot maximum height for a granny flat, and the 20 foot maximum height for a coach house; and



- costs incurred by rezoning applicants, and costs incurred building permit applicants.

A comment was made that, for Burkeville and Edgemere, no rezonings and only individual building permits could be required for coach houses and granny flats, and that, possibly for Burkeville, rezonings be required for larger houses, but not for coach houses and granny flats.

Further discussion ensued, and in response to queries, staff provided the following details:

- through the rezoning process it would be possible to ask for lane upgrades;
- the City relies upon applicants to ensure that what is built as a coach house remains a coach house, and is not later converted; and
- residents of the Monds neighbourhood had indicated that they would not accept granny flats or coach houses.

A comment was made that, due to its unique nature, the granny flat and coach house process for Burkeville could differ, and be separate from, the granny flat and coach house process for Edgemere, in recognition of Burkeville's unique character.

Discussion ensued regarding the three-part staff recommendation. The recommendation stated:

- (1) *That the following form the basis for the preparation of the 2041 OCP Update:*
  - (a) *for Burkeville, allow granny flats and coach houses on a site by site rezoning basis;*
  - (b) *for Edgemere, allow granny flats and coach houses on a site by site rezoning basis on lots backed by a lane; and*
  - (c) *for Richmond Gardens and elsewhere, do not allow granny flats or coach houses (except where currently allowed under the Arterial Road Policy);*
- (2) *That form and character guidelines for granny flats and coach houses be prepared for the 2041 OCP Update; and*
- (3) *That the 2041 OCP Update provide for a review of coach houses and granny flats in Burkeville and Edgemere in two years from adoption of the 2041 OCP Update.*

A suggestion was made that Committee consider Part (2) of the staff recommendation separately from Parts (1) and (3). It was further suggested that Parts (1) and (3) be referred back to staff.

As a result of the suggestion, and the foregoing discussion, the following motion was introduced:



It was moved and seconded

*That form and character guidelines for granny flats and coach houses be prepared for the 2041 OCP Update.*

**CARRIED**

The following **referral** motion was then introduced:

It was moved and seconded

*That staff review the feasibility of:*

- (1) *the following forming the basis for the preparation of the 2041 OCP Update:*
  - (a) *for Burkeville, allow granny flats and coach houses on a site by site rezoning basis;*
  - (b) *for Edgemere, allow granny flats and coach houses on a site by site rezoning basis on lots backed by a lane; and*
  - (c) *for Richmond Gardens and elsewhere, do not allow granny flats or coach houses (except where currently allowed under the Arterial Road Policy); and*
- (2) *a review of coach houses and granny flats in Burkeville and Edgemere in two years from adoption of the 2041 OCP Update.*

The question on the motion was not called as staff responded to a query by advising that a staff review, as outlined in Parts (1) and (2) of the staff referral, would not affect the progress of the 2041 OCP, as staff would report back on their findings.

The **referral** motion was then called and it was **CARRIED**.

**6. TANDEM VEHICLE PARKING IN MULTI-FAMILY RESIDENTIAL UNITS**

(File Ref. No. 10-6455-00)(REDMS No. 3256854)

Victor Wei, Director of Transportation, provided information regarding staff's investigation into tandem parking arrangements in multi-family residential units, and the potential for spill over parking into surrounding neighbourhoods.

Following Mr. Wei's review of the staff report, discussion took place between staff and Committee regarding:

- the number of residents surveyed who noted that tandem parking arrangements are inconvenient;
- the developers' comments that townhouse units that feature tandem parking arrangements are priced lower, and are slower to find buyers, than those with side-by-side parking stalls; and

- issues regarding unclear designation of visitor parking stalls at multi-family residential developments, and not being clearly demarcated.

Staff advised that illegal conversions of tandem garages to habitable areas is extremely rare, and is unlikely to occur due to vigilant monitoring done by strata corporations.

A comment was made that further consultation is unnecessary, as tandem parking arrangements are suitable if society is to decrease its reliance on cars, by using smaller cars, and fewer cars per family.

A further comment was made endorsing further consultation, especially where parking space dimensions, and visitor parking stalls are concerned.

It was moved and seconded

- (1) *That staff be directed to consult with stakeholders, including Urban Development Institute, Greater Vancouver Home Builders Association, and other small townhouse builders not part of the UDI and GVHBA, on the following parking-related topics specific to multi-family residential developments:*
  - (a) *impacts of regulating the extent of tandem parking provided;*
  - (b) *minimum dimensions of parking stalls; and*
  - (c) *measures to better define visibility of visitor parking; and*
- (2) *That staff report back as soon as possible on the results of the consultation and any proposed measures to address identified concerns.*

**CARRIED**

OPPOSED: Councillor Harold Steves

## **7. MANAGER'S REPORT**

- (i) *Imperial Oil Limited Removing Pilings at the Company's Leased Waterlots at 3880 Bayview Street* (Redms No. 3351759)

Planner Terry Brunette was accompanied by Peter Nicholson, Project Manager, Imperial Oil Limited (IOL), and Lawrence Ng, Real Estate Manager, Devon Estates (a subsidiary of IOL), and advised that:

- the two waterlots on Bayview Street that are leased by IOL are under the jurisdiction of Port Metro Vancouver (PMV) and that PMV staff have confirmed that the terms of the IOL lease requires all pilings to be removed by December 31, 2011; and
- IOL's intention is to begin to remove the pilings on their leased lots in late September.

Discussion ensued among staff, the IOL representatives and Committee on details of the IOL lease, and in particular on:

- City staff and PMV staff have been in touch to discuss the terms of the lease;
- the idea of leaving the pilings in place as their removal will devalue the waterlots; and
- if IOL re-leased the waterlots they would appear more valuable to future lessees.

In response to a suggestion from Committee that the IOC contact MVP to discuss the issue further, Mr. Ng. advised that he would act on the suggestion.

In response to a query regarding IOC's commitment to install landscape elements on Bayview Street, advice was provided that IOC will do so, after the removal of the pilings, and any contaminated soil, is accomplished.

***(ii) Staff Report on the City's Environmentally Sensitive Areas (ESAs)***

In response to a query regarding when Committee would receive staff's report examining Environmentally Sensitive Areas, Mr. Crowe advised that the report will be brought forward before early in 2012.

***(iii) Metro Vancouver's Regional Growth Strategy (RGS)***

Joe Erceg, General Manager, Planning and Development, advised that Metro Vancouver's Planning Committee has already considered the City's requested amendments to the Regional Growth Strategy, and that Metro Vancouver's Board will be reviewing them this week.

Mr. Erceg stated that staff expects the amendments will be referred to the City in October, 2011, and will be finalized by the Metro Vancouver Board before the end of 2011.

***(iv) Municipal Role in Immigration Settlement***

Councillor Barnes introduced a news release issued by the Federation of Canadian Municipalities (on file in the City Clerk's Office) regarding its report on the municipal role in immigration settlement, and identifying the lack of affordable housing, and access to efficient public transit and community services as significant barriers to the success of new immigrants and the Canadian economy.

Mr. Erceg suggested that the City's Affordable Housing Coordinator review the Federation's report.

**(v) *Proposed Steveston Village and Cannery Row Heritage Area Policy***

The Chair stated that the Steveston Heritage Conservation Strategy should be reviewed, and that such a review should be separate from the proposed community consultation for the proposed Steveston Village & Cannery Row Heritage Area Policy.

Mr. Crowe and Mr. Erceg responded and advised that: (i) a review of the Steveston Heritage Conservation Strategy is planned within the next several weeks, and would involve staff and Council; and (ii) a separate consultation process, as requested by Planning Committee at its September 7, 2011 meeting, with all concerned community groups, would be done later in 2012.

In response to a concern regarding development applications for Steveston Village and the need to review the Steveston Heritage Conservation Strategy in a timely fashion, to ensure compliance with development guidelines, Mr. Erceg noted that at present the City has few development applications for the Steveson Village area.

**ADJOURNMENT**

It was moved and seconded

*That the meeting adjourn (5:33 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, September  
20, 2011.

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Councillor Bill McNulty  
Chair

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Sheila Johnston  
Committee Clerk





**City of Richmond**  
Planning and Development Department

**Report to Committee**

**To:** Planning Committee  
**From:** Brian J. Jackson, MCIP  
Director of Development  
**Date:** September 12, 2011  
**File:** RZ 09-467609  
**Re:** **Application by Ching-Ho Chen for Rezoning at 9500 Alberta Road from Single Detached (RS1/F) to Residential Child Care (RCC)**

**Staff Recommendation**

That Bylaw No. 8810, for the rezoning of 9500 Alberta Road from "Single Detached (RS1/F)" to "Residential Child Care (RCC)", be introduced and given first reading.

Brian J. Jackson, MCIP  
Director of Development

SB:blg  
Att.

FOR ORIGINATING DEPARTMENT USE ONLY		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Community Social Services	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	



## Staff Report

### Origin

Ching-Ho Chen has applied to the City of Richmond for permission to rezone 9500 Alberta Road (**Attachment 1**) from “Single Detached (RS1/F)” to “Residential Child Care (RCC)” to allow for a licensed child care facility in the existing two-storey residential house to accommodate a maximum of 16 children (**Attachment 2**).

### Findings of Fact

The subject area is characterized by adjacent Anderson Elementary School, and nearby single-family homes, townhouse development, and moving west towards Garden City Road, Garden City Community Park and low rise to high-rise development. The rezoning application proposal to provide childcare facilities within an existing single-family home is consistent with the intention of the area plan.

A Development Application Data Sheet providing details about the rezoning proposal is attached (**Attachment 3**).

The Existing single-family home currently accommodates a small group childcare facility. Rezoning is required to accommodate the proposed 16 children. A childcare program for up to 10 children is permitted under the existing single detached zone.

A Servicing Agreement is not required. The City constructed frontage improvements along Alberta Road through the Development Cost Charge Program. Any servicing adjustments can be completed through the future Building Permit process.

### Surrounding Development

Development surrounding the subject McLennan North Sub-Area (City Centre Area) site is as follows:

- To the north, across Alberta Road, is a 48-unit townhouse development fronting onto Alder Street and Alberta Road, zoned “Town Housing (ZT30) – North McLennan (City Centre)”, designated Residential Area 3 in the McLennan North Sub-Area Plan and General Urban T4 in the City Centre Area Plan (CCAP);
- To the east, is an existing single-family lot owned by the Richmond School District, zoned “Single Detached (RS1/F)”, designated Residential Area 3 in the McLennan North Sub-Area Plan and General Urban T4 in the CCAP; and
- To the east, west and south, is Anderson Elementary School, zoned “School & Institutional Use (SI)”, designated School in the McLennan North Sub-Area Plan and CCAP. The subject site is a single privately owned lot surrounded by school district property.



## **Related Policies & Studies**

### Official Community Plan (OCP)

The Official Community Plan (OCP) Generalized Land Use Map designates the subject site Neighbourhood Residential, which supports childcare facilities. The proposed land use is consistent with the plan.

### City Centre Area Plan (CCAP)

The CCAP designates the subject site General Urban T4 in the Generalized Land Use Map. The designation supports a range of density and use. The proposed land use is consistent with the plan.

### McLennan North Sub-Area Plan

The site is designated Residential Area 3 in the McLennan North Sub-Area Land Use Map (**Attachment 4**). The area plan specifies a base density of 0.65 base FAR.

McLennan North Sub-Area Plan policies specifically encourage the provision of childcare facilities in the sub-area that comply with the Provincial Childcare Regulations.

The proposed land use is consistent with the plan. The proposal provides sought after childcare spaces in an existing single-family home. To take advantage of the base density, future redevelopment will require a larger lot assembly to accommodate the additional floor area.

### OCP Aircraft Noise Sensitive Development Policy

The subject site is located within Area 4 of the OCP Aircraft Noise Sensitive Development Policy, which permits consideration of all aircraft noise sensitive land use types. The policy also requires registration of a restrictive covenant on Title, noise mitigation to be incorporated within new buildings and associated acoustic report.

With the continued use of an existing building, registration of an aircraft noise sensitive use restrictive covenant is not sought at this time. This will be addressed at the time of significant redevelopment of the site.

### Floodplain Management

Flood plain management, including flood plain construction level criteria, is provided in the Flood Plain Designation and Protection Bylaw 8204 and the approved City Centre Area Plan.

With the continued use of an existing building, registration of a flood plain covenant is not sought at this time. This will be addressed at the time of significant redevelopment of the site.

### 2009-2016 Richmond Child Care Needs Assessment and Strategy

The proposal addresses the childcare needs for infants and toddler in the City Centre planning area as identified in the 2009-2016 Richmond Child Care Needs Assessment and Strategy. The report identifies the estimated additional childcare spaces needed by December 1, 2016 broken down by planning area and the different categories of childcare needed. The infant, toddler and 3-5 year childcare spaces proposed by the applicant and needs in the City Centre planning area are summarized in the table below:

	Proposed	City Centre Need
Group (under 18 months)	16 (under 3 years)	25
Group (18 months – 2 years)		63
Group (3 – 5 years)	None at this time	99

### **Consultation and Public Input**

#### Vancouver Coastal Health

Child Care facilities operate under the jurisdiction of the Provincial Government. In Richmond, childcare licensing is the responsibility of Vancouver Coastal Health. Accordingly, the application was referred to Vancouver Coastal Health childcare facility licensing staff for review. Vancouver Coastal Health child care facility licensing staff review applications on a case by case basis and have confirmed that they have no concerns with the subject proposal.

#### Public Input

The development application process to date has included the installation of informational development application signage on the site, and hand delivery of a notification letter to the adjacent neighbours. No public input has been received regarding the subject application. The Public Hearing will include notification to neighbours and local newspaper advertising.

In March 2009, the owners approached the neighbours and hand delivered a letter to the nine (9) townhouse units directly across Alberta Road, and the adjacent single-family home to the east, advising the neighbours of their rezoning application.

### **Staff Comments**

#### Project Description

The applicant proposes to expand the existing licensed childcare to accommodate 16 children, aged 0 to 36 months, inside the existing two-storey single-family home building. To accommodate the additional children, interior alterations are proposed, along with a new fire suppression sprinkler system, and a new surface parking area in front of the existing home. Separate Building Permit and Building Code Alternative Solution applications are required as discussed later in the report.

### **Analysis**

#### Land Use

As noted previously, the proposed development complies the intent of the OCP, and the proposed provision of childcare spaces supports the 2009-2016 Richmond Child Care Needs Assessment and Strategy.

### “8.13 Residential Child Care (RCC)” Standard Zone

The Residential Child Care (RCC) standard residential zone provides for childcare facilities with single detached housing as a secondary use. For the subject site, the new zone is similar to the existing Single Detached (RS1/F), with the following exceptions:

- Increased density is permitted. The site of the subject lot results in an additional approximately 51 m<sup>2</sup> (approximately 550 ft<sup>2</sup>) of permitted building area. However, the proposed child care facility is accommodated in the existing single-family home, with no redevelopment proposed;
- A lower maximum lot coverage of 40% is permitted. The proposal complies with an approximate 21% existing lot coverage; and
- A childcare facility for 16 children is permitted.

### Building Code Compliance

The applicant has been working with staff and a consultant to address the issue of Building Code compliance, which is a challenge for a small day care operator. Day Care use requires a high level of fire and life safety protection. The existing two-storey wood frame single-family house does not meet those requirements for a day care for 16 children. The Building Code does however permit a registered professional with expertise in life safety issues to propose an “alternative solution” to ensure that the existing single family dwelling can be safely used and not compromise the life safety, fire protection or health requirements of the BC Building Code. The City has accepted the project Fire Protection Engineer’s proposed alternative solution through a separate Building Approvals application (EQ 10-554840). The alternate solution proposes upgrades including restricting the child care use to the ground floor level; separation between the residential and childcare uses; and a sprinkler system. The upgrades identified in the Building Code alternative solution and associated Building Permit must be complete prior to the child care facility being permitted to increase its capacity.

### Off-Street Parking

The Richmond Zoning Bylaw requires that off-street parking be provided for the residential use and child care use based on the number of staff required and the number of children in care. Seven (7) parking spaces are required: two (2) for the upstairs residence, two (2) for parents, and three (3) for staff. The applicant will accommodate the required parking spaces on-site in a new surface parking area in front of the existing building.

The parking layout includes a central driveway, curb stops in the parking spaces, a new low masonry fence along the front property line to provide separation and protection to the Alberta Road sidewalk, along with solid wood fencing screening for the parking area. Provision of a landscape security for the fencing is a requirement of the zoning text amendment.

The parking spaces adjacent to the front property line will be reserved with signage for staff, and the parking space in the existing carport will be reserved with signage for the residents. Staff and residents are expected to be familiar with the parking area layout and manoeuvring associated with these parking spaces, which are more difficult to manoeuvre into and out of than the others. Transportation staff is supportive of the proposal.

Servicing Capacity

With the continued use of an existing building, engineering capacity analyses for the water, sanitary, and storm infrastructure was not required.

**Financial Impact**

No financial impact to the City is anticipated.

**Conclusion**

The proposal to expand the childcare facility to accommodate 16 children under the age of 3 years supports the community by helping to address the childcare needs in the City Centre planning area. The lot is well situated for a childcare facility, adjacent to an elementary school and close to a community park. Staff recommends support of this rezoning application.



Sara Badyal, M. Arch, MCIP  
Planner 2 (Urban Design)

Attachment 1: Location Map and 2009 Aerial Photo of 9500 Alberta Road

Attachment 2: Development Plans

Attachment 3: Development Application Data Sheet

Attachment 4: McLennan North Sub-Area Land Use Location Map

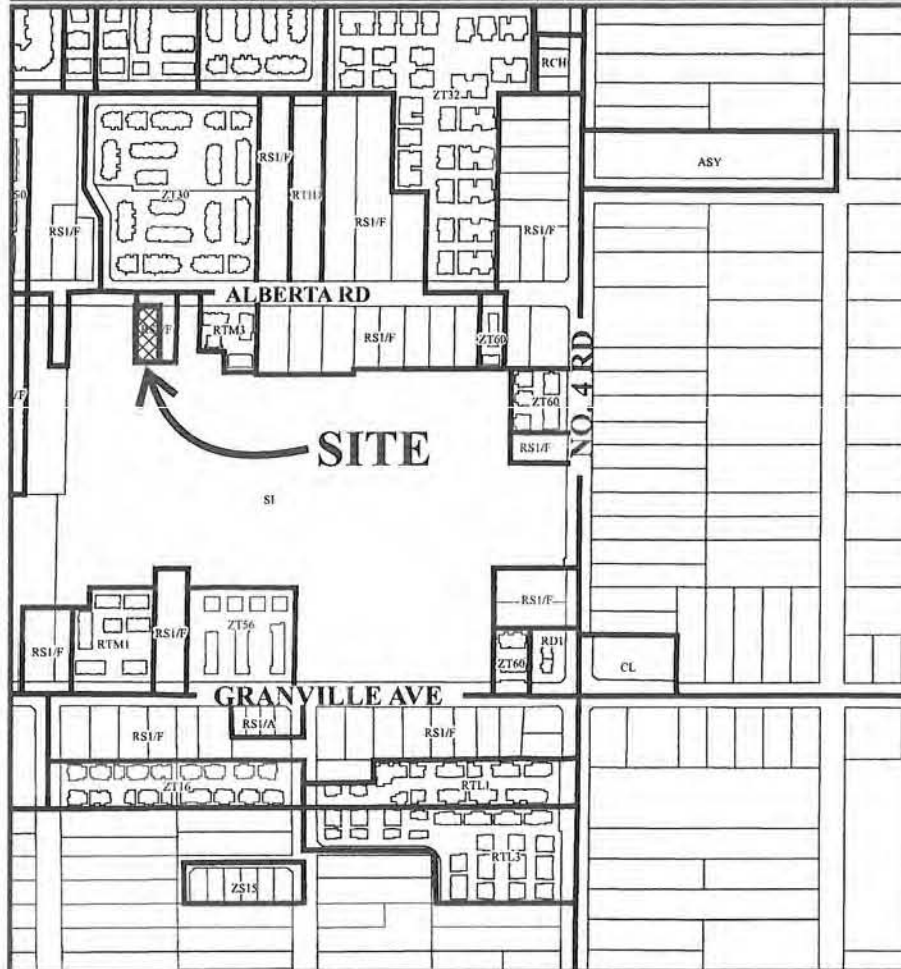
Prior to final adoption of Zoning Amendment Bylaw 8810, the developer is required to submit security in the amount of \$10,000 for the installation of curb stops in the parking spaces and fencing surrounding the surface parking area, including masonry fencing (no higher than 0.9 m) along the front property line and solid wood fencing (no higher than 1.2 m) along the side property lines. The security will be returned upon completion of the works.





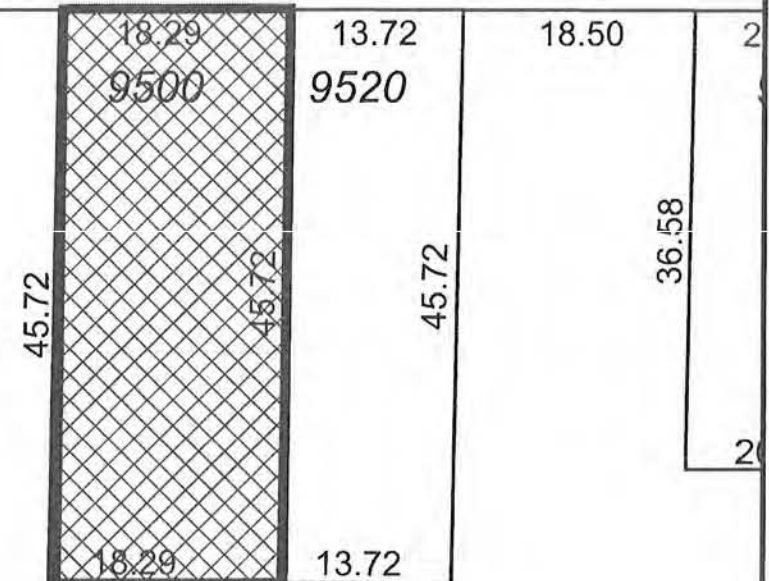
# City of Richmond

PLN - 18



114.25

ALBERTA RD



RZ 09-467609

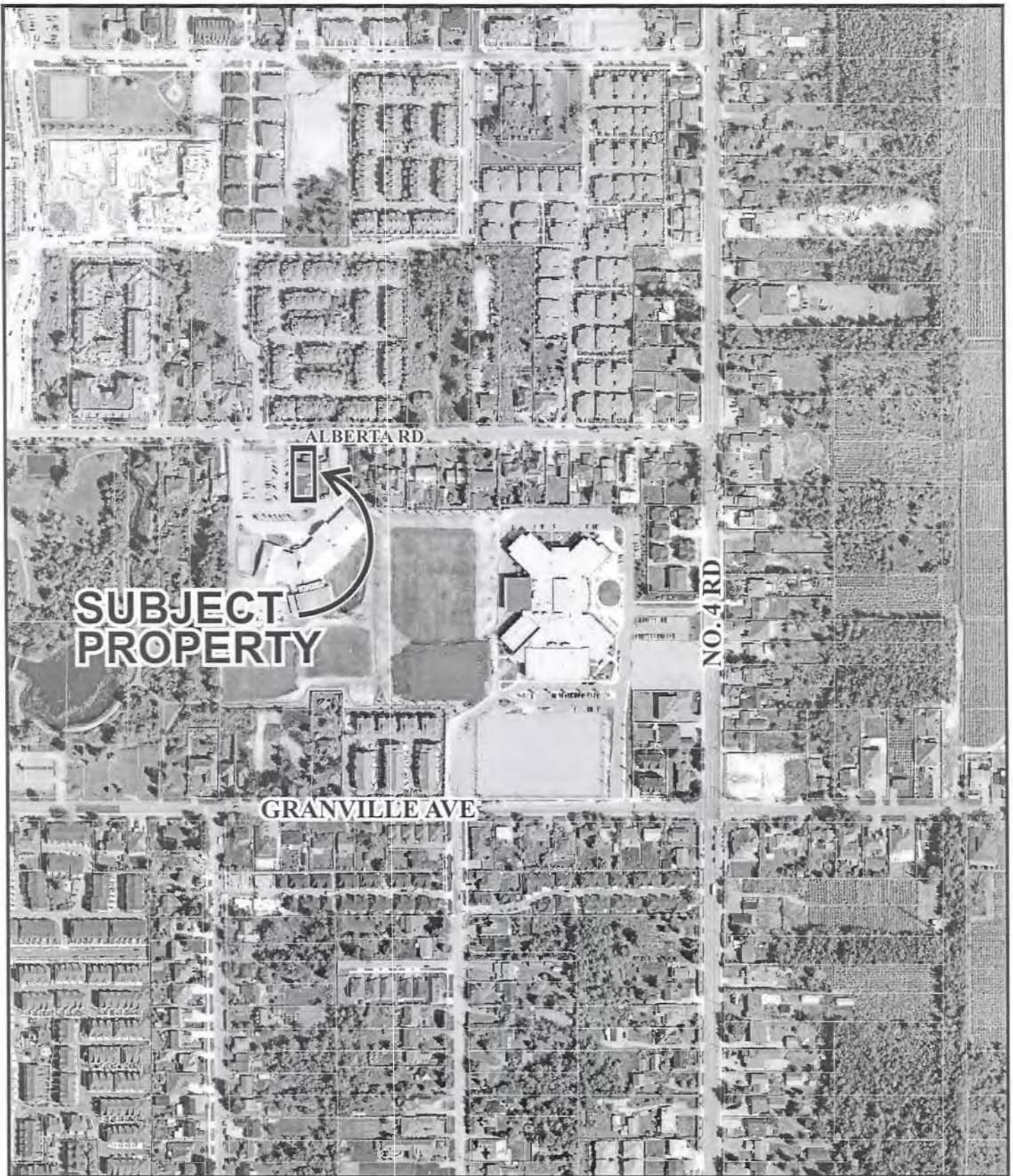
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Revision Date: 08/08/11

Note: Dimensions are in METRES

ATTACHMENT 1





RZ 09-467609

Original Date: 04/30/09

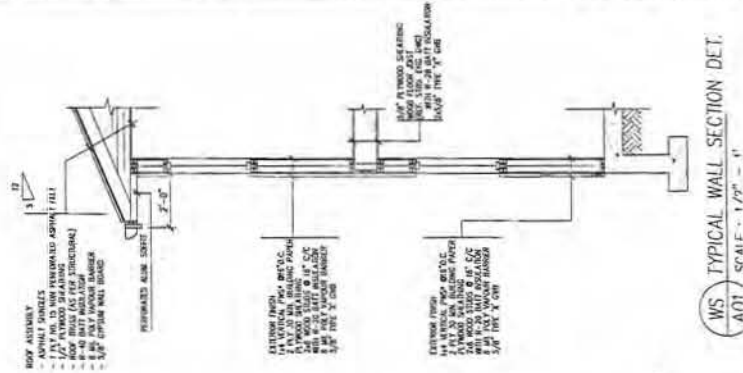
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Note: Dimensions are in METRES

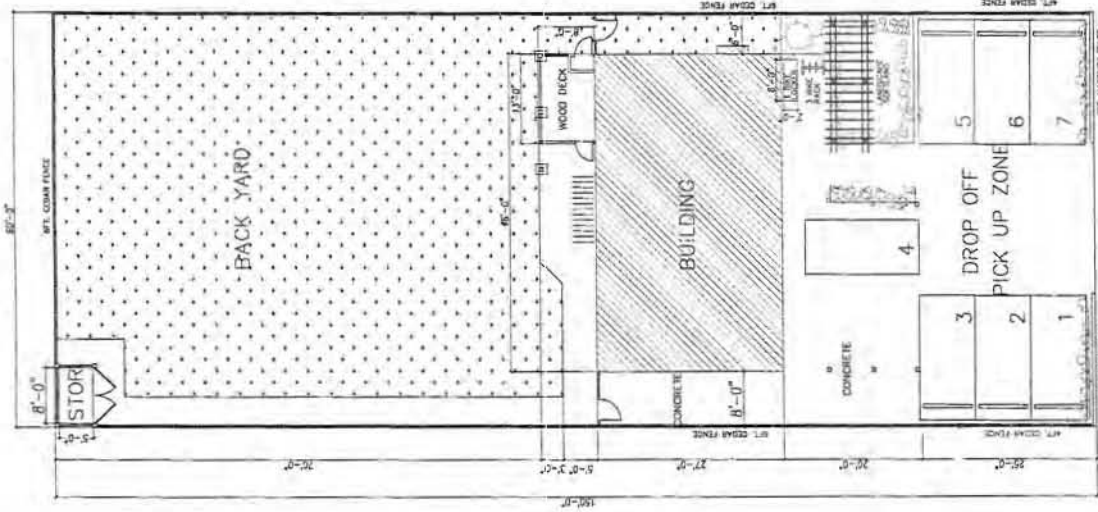
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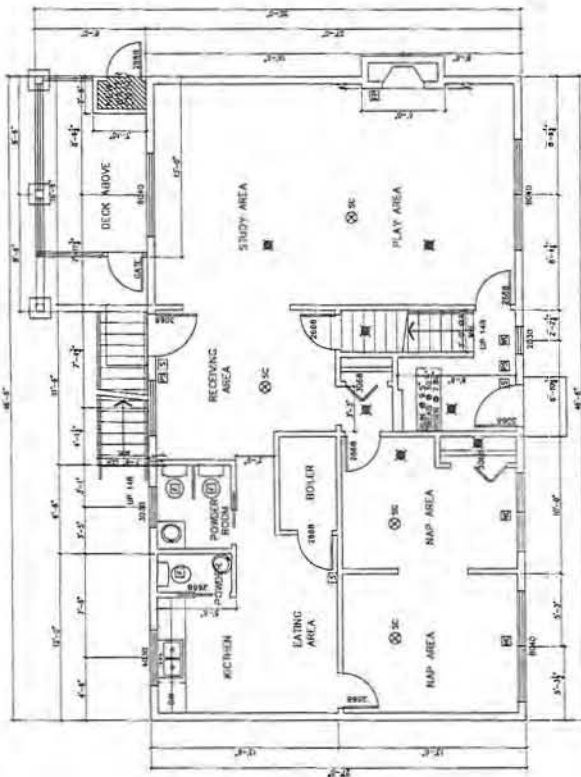
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[8]	SMOKE/CO/COMB
[9]	FIRE PLACE
[10]	FIRE EXTINGUISH
[11]	PULL STATION
[12]	PROXIMITY SMOILER
[13]	WATER CRAFT



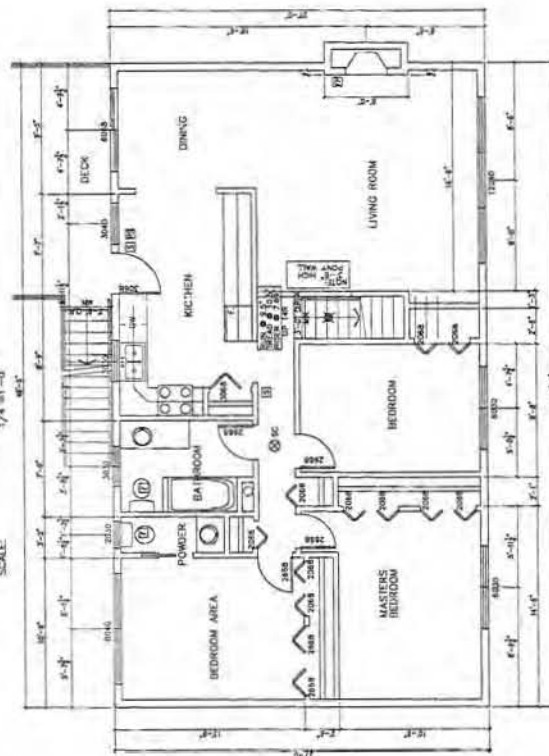
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A01 SCALE: 1/2" = 1'



**SITE PLAN**  
SCALE: 1/8" = 1'-0"

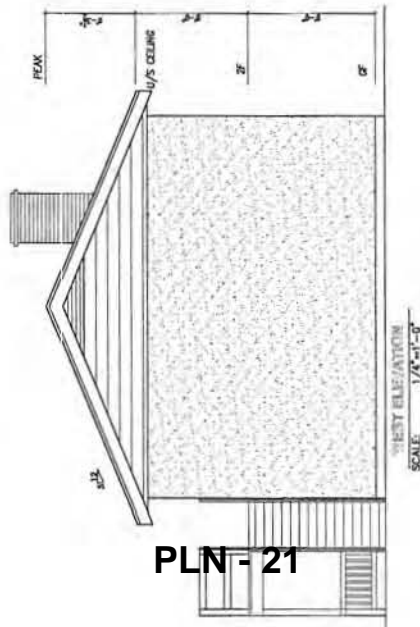
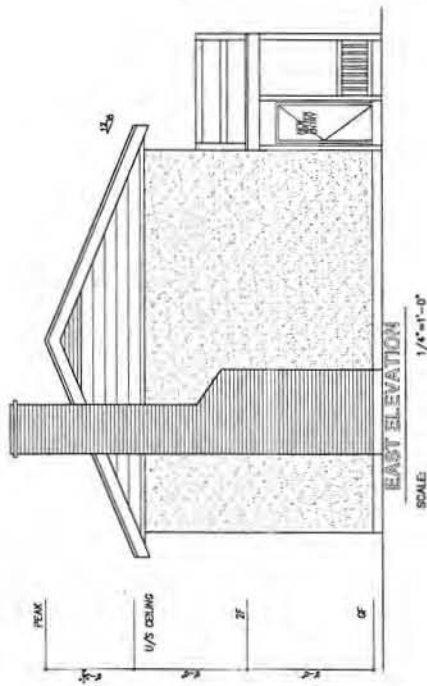


GROUND FLOOR PLAN  
SCALE 1/4"=1'-0"

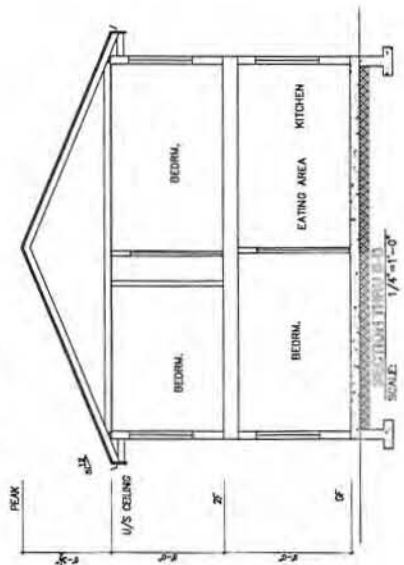
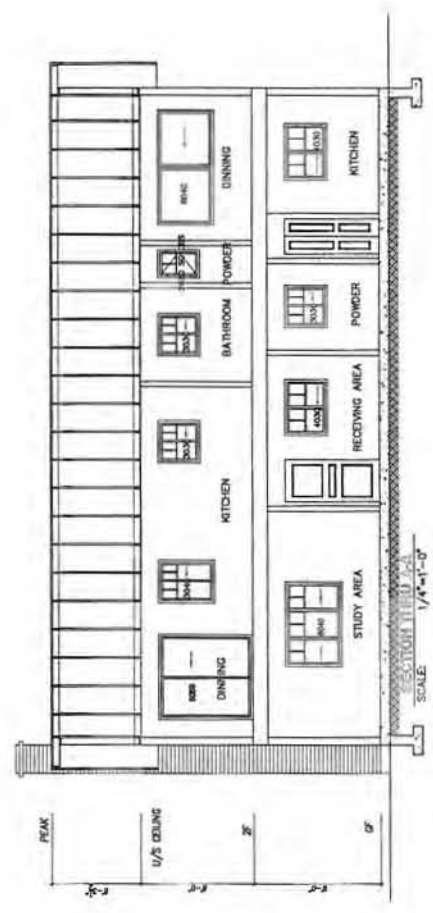
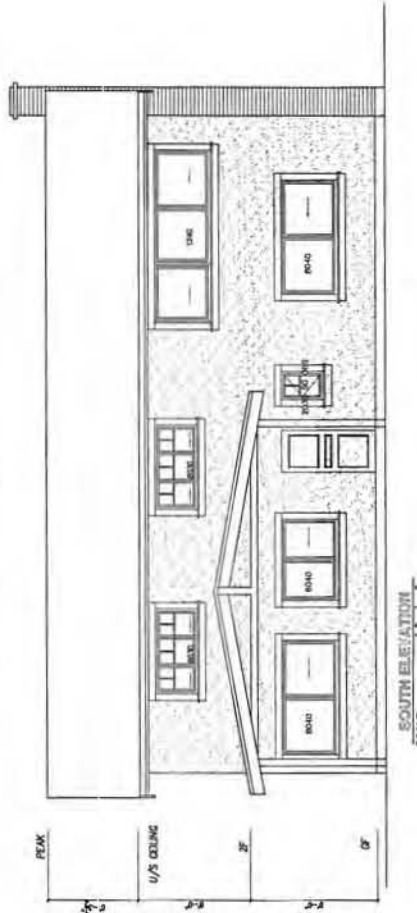
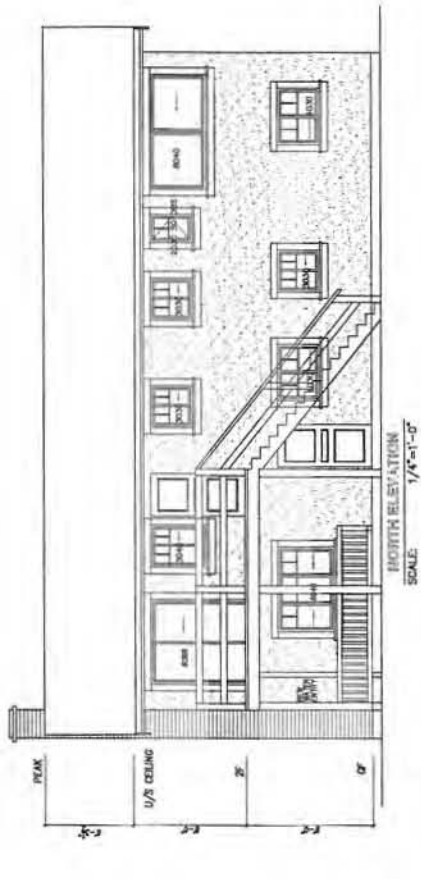


UPPER FLOOR PLAN  
1/4"=1'-0"  
SCALE





PLN - 21



9500 ALBERTA ROAD  
DAYCARE REZONING  
RICHMOND, B.C.



PROJECT NO.	010009
PROJECT FILE	
ELEVATIONS AND SECTIONS	
DATE	SEP 15, 2010
BY	AS NOTED
SCALE	AS NOTED

A-102



## City of Richmond

6911 No. 3 Road  
Richmond, BC V6Y 2C1  
www.richmond.ca  
604-276-4000

## Development Application Data Sheet

**RZ 09-467609**

**Attachment 3**

Address: 9500 Alberta Road

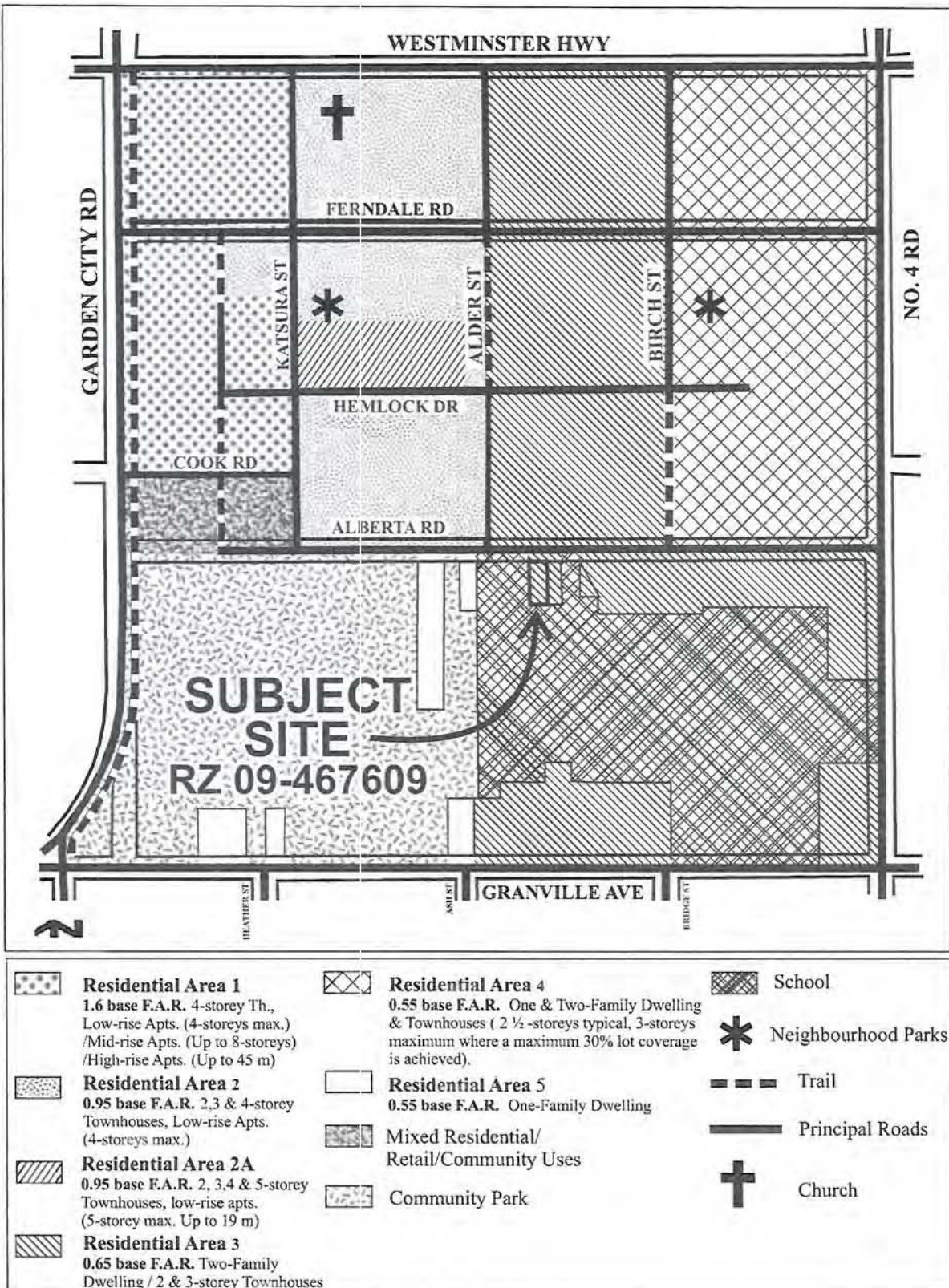
Applicant: Ching-Ho Chen

Planning Area(s): McLennan North Sub-Area (City Centre)

	Existing	Proposed
<b>Owner:</b>	Ching H Chen & Li C Chen Wu	No change
<b>Site Size (m<sup>2</sup>):</b>	836 m <sup>2</sup>	No change
<b>Land Uses:</b>	Residential	Residential & Child Care
<b>Area Plan Designation:</b>	Residential Area 3 0.65 base FAR Two-family dwelling/ 2 & 3-storey Townhouses	Complies
<b>OCP Aircraft Noise Policy:</b>	Area 4 - Aircraft Noise Notification Area (Covenant required)	Complies
<b>Zoning:</b>	Single Detached (RS1/F)	Residential Child Care (RCC)
<b>Number of Units:</b>	1 dwelling & ancillary child care facility for 10 children & 2 staff	1 dwelling & ancillary child care facility for 16 children & 4 staff
	Bylaw Requirement	Proposed
<b>Floor Area Ratio:</b>	Max. 0.5	Approx. 0.3 existing
<b>Child Care</b>	Max. 16 children	16 children
<b>Lot Coverage:</b> Building Non-porous surfaces Live landscaping	Max. 40% Max. 70 % Min. 20 %	20.5 % existing 51 % proposed 49 % proposed
<b>Lot Size:</b>	Min. 15 m width Min. 540 m <sup>2</sup> area	18.3 m existing 836 m <sup>2</sup> existing
<b>Setbacks:</b> Front Yard Interior Side Yards Rear Yard	Min. 6 m Min. 1.2 m Min. 6 m	8.1 m existing 1.5 m to 2.3 m existing 20.5 m existing
<b>Height (m):</b>	Max. 9 m & 2 ½ storey	Approx. 6.5 m & 2 storey existing
<b>Off-street Parking Spaces:</b>		
Resident	2	2
Staff	3	3
Parent drop off	2	2
Total	7	7



# McLennan North Sub-Area Plan Land Use Map





**Richmond Zoning Bylaw 8500  
Amendment Bylaw 8810 (09-467609)  
9500 ALBERTA ROAD**

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 **RESIDENTIAL CHILD CARE (RCC)**.

P.I.D. 003-788-466

Lot 58 Section 10 Block 4 North Range 6 West New Westminster District Plan 43186

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 8810"**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER REQUIREMENTS SATISFIED

ADOPTED

_____
_____
_____
_____
_____
_____

CITY OF RICHMOND
APPROVED by 
APPROVED by Director or Solicitor 

\_\_\_\_\_  
MAYOR

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





**City of Richmond**  
Planning and Development Department

**Report to Committee**

**To:** Planning Committee **Date:** September 16, 2011  
**From:** Brian J. Jackson, MCIP **File:** RZ 10-531707  
Director of Development  
**Re:** Application by Studio Elemental Design for Rezoning at 9220 No. 3 Road from Land Use Contract 078 and Single Detached (RS1/E) to Local Commercial (CL)

**Staff Recommendation**

1. That Official Community Plan Amendment Bylaw No. 8820, to redesignate 9220 No. 3 Road from "Low-Density Residential" to "Commercial" in the Official Community Plan Specific Land Use Map (Attachment 2 to Schedule 1 of Bylaw No. 7100), be introduced and given first reading.
2. That Bylaw No. 8820, having been considered in conjunction with:
  - the City's Financial Plan and Capital Program;
  - the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;is hereby deemed to be consistent with said program and plans, in accordance with Section 882(3)(a) of the Local Government Act.
3. That Bylaw No. 8820, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, is hereby deemed not to require any further consultation.
4. That the provisions of "Land Use Contract 078" be discharged from the southern portion of 9220 No. 3 Road and that Bylaw No. 8821, to amend the "Local Commercial (CL)" zoning district and rezone 9220 No. 3 Road from "Land Use Contract 078" and "Single Detached (RS1/E)" to "Local Commercial (CL)", be introduced and given first reading.

Brian Jackson, MCIP  
Director of Development  
BJ:ke

FOR ORIGINATING DEPARTMENT USE ONLY		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Community Bylaws	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Policy Planning	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	

## **Staff Report**

### **Origin**

Studio Elemental Design have applied to the City of Richmond for permission to rezone 9220 No. 3 Road (**Attachment 1 – Location Map**) from Single Detached (RS1/E) to Local Commercial (CL) in order to permit redevelopment of the existing veterinary service facility (Richmond Animal Hospital) on the subject site.

As a result of this rezoning application, discharge Land Use Contract 078 over the southern half of 9220 No. 3 Road is required along with a minor amendment to the Local Commercial (CL) zone.

### **History of Subject Site**

The Richmond Animal Hospital has operated on the subject site since the early 1970's. Currently, the zoning consists of Single Detached (RS1/E) over the northern half of the site that contains the building associated with the Richmond Animal Hospital. The veterinary service use operating out of the building is non-conforming to the residential zoning on the northern half of the property. The southern half of the site has a Land Use Contract (078) that was registered in 1977. Uses permitted in the Land Use Contract are limited to off-street vehicle parking for the Richmond Animal Hospital. Off-street parking is located on the southern half of the property in compliance with the provisions of the Land Use Contract (refer to **Attachment 1** for zoning).

This rezoning application facilitates a discharge of the existing Land Use Contract 078 so that a zoning amendment to allow veterinary service use in the zone, which enables the owner of the Richmond Animal Hospital to undertake upgrades to the existing building and site to maintain operations over the long term.

### **Project Description**

The existing Richmond Animal Hospital building is primarily one-storey, with the exception of a small second-storey portion on the west side of the building (i.e., close to No. 3 Road) that was constructed in the early 1970's. To ensure the long-term viability of the Richmond Animal Hospital, a significant retrofit of the building that involves a complete internal renovation and minor addition of floor space to update the facility to current standards is required.

The building retrofit will be undertaken within the existing building footprint. Additional floor space is proposed on a small second storey area at the east side of the building (approximately 82 sq.m in area). All proposed floor space on the second storey is for supporting accessory uses (i.e., administration offices, staff areas) with all veterinary service uses on the ground level. The rear yard setback of the existing ground floor to the east property line is 1.8 m (6 ft.). The proposed second floor addition is set back 5 m (16.5 ft.) from the rear property line and 5 m (16.5 ft.) from the north side yard.

The building retrofit retains a majority of the structural support walls on the ground floor and second level with demolition of most internal walls to facilitate the interior renovations. The exterior of the building will be retrofitted to upgrade the overall appearance of the facility. External materials and overall form and character of the project will be reviewed through a

future Development Permit application, which is required for the site (refer to **Attachment 2** for a preliminary site and building plan and elevations)

### **Findings of Fact**

A Development Application Data Sheet providing details about the development proposal is contained in **Attachment 3**.

### **Surrounding Development**

To the North: A residential dwelling on a property zoned Single Detached (RS1/E).

To the East: A residential dwelling on a property zoned Single Detached (RS1/E) in the subdivision behind the subject site.

To the South: A residential dwelling on a property zoned Single Detached (RS1/E)

To the West: Across No. 3 Road, Broadmoor Blvd., and properties zoned Single-Detached (RS1/E).

### **Related Policies & Studies**

#### Official Community Plan (OCP) – Existing Land Use Designations and Proposed Amendment

The OCP Generalized Land Use Map designates the subject site for “Neighbourhood Residential”. No amendment is required as a result of the proposal as the existing designation allows for complementary uses servicing residential areas (i.e., local commercial).

The OCP Specific Land Use Map designates the subject site for “Low-Density Residential.” This designation only allows primarily for residential land uses. As a result, an OCP amendment is required to redesignate the subject site to “Commercial”. A “Commercial” land use designation is appropriate for the subject site and proposed veterinary service use as this is a commercial activity that provides services to the local community.

Both the “Neighbourhood Residential” and “Commercial” land use designations would permit a residential accessory use in the form of a residential caretaker/operator unit. Although not proposed by the applicant at this time, the existing and proposed land use designations would allow for a residential caretaker unit to be established within the existing veterinary service facility should the owner wish to include this use in the future.

### **Consultation**

#### OCP Bylaw Preparation Consultation Policy 5043

In accordance with Council Policy 5043 on consultation for OCP amendments, the proposed development does not need to be referred to School District. No. 38 (Richmond) because the uses will not generate additional demand from school age children. No additional referrals to external agencies are required based on the provisions of the policy.



**Staff Comments**Zoning Approach – Amendments to the Local Commercial (CL) Zone

The proposal involves rezoning the subject site to Local Commercial (CL) and recommends minor amendments to this zoning district to include “Veterinary Service” as an additional use permitted only on the subject site. This proposed zoning amendment does not permit a veterinary service use as an outright permitted use for all sites in the City zoned Local Commercial (CL) nor does it permit the subject site to be used as a retail convenience store. In summary, zoning will restrict the use of this site for a veterinary service operation only, which will facilitate the Richmond Animal Hospital to continue to operate, while not permitting other general retail uses (i.e., convenience store).

Veterinary service allows for the examination, care, diagnosis and treatment of pets. Accessory uses permitted relate to the short-term accommodation of pets undergoing treatment, pet grooming and the retail of pet medicine and supplies. A veterinary service facility does not allow for any animal breeding and boarding, animal shelters or animal daycare and none of these uses are proposed or will be permitted in conjunction with the Richmond Animal Hospital facility.

In addition to amending the Local Commercial (CL) zone to permit veterinary service on a site-specific basis, additional minor amendments are recommended to permit a residential security/operator dwelling on the subject site so long as it is located in the same building as the veterinary service facility. Although this component is not proposed now as part of the development, proposed zoning provisions allow for a caretaker residence to be established in the future.

Other provisions of the Local Commercial (CL) zone related to density, site coverage, building height and parking will enable the proposed redevelopment of the animal hospital on the site. As the proposal involves retrofitting the existing structure and generally utilizing the same footprint, variances to reduce the interior side yard setback (north property line) and rear yard setback (east property line) will be required as follows:

- Reduce north property line (side yard) setback from 3m (10 ft.) to 1.8m (6 ft.) for the ground floor of the existing building.
- Reduce east property line (rear yard) setback from 3m (10ft.) to 1.8m (6 ft.) for the ground floor of the existing building.

These variances to reduce setbacks along the north and east adjacencies will be reviewed through the processing of the forthcoming Development Permit application. Remaining setbacks to the south and west (No. 3 Road) property line comply with the minimum requirements in the zone.

Community Bylaws – Previous Complaints about Animal Boarding and Daycare

In 2007, Community Bylaws dealt with some complaints about the subject site being utilized as an animal daycare and boarding operation in conjunction with the Richmond Animal Hospital operation. In response to these concerns, the owner stopped all animal boarding and daycare operations on the subject site. Community Bylaws and Vancouver Coastal Health have not received any property use or noise related concerns on the subject property since animal boarding and daycare uses were stopped on the site. The proposed redevelopment of the Richmond Animal Hospital limits all operations as a veterinary facility only. Boarding of

animals is only permitted for those in care of the facility. No stand alone animal boarding or daycare is proposed or permitted to operate on the subject site. Animals in care that are required to go outside will be fully supervised by facility staff to ensure any impacts to neighbours (noise) are minimized.

#### Engineering – Storm, Sanitary and Water System Capacity Analysis

City storm and water systems were deemed to be sufficient to accommodate the proposed redevelopment on the site. A sanitary system capacity analysis was submitted and approved by the City, which identified that no upgrades to the City sanitary system are required as a result of the development.

The subject site has three (3) connections to the City sanitary sewer system. Two (2) of these connections are shared with other properties and the remaining connection is a single connection to the subject site. As part of this development, the existing two (2) sanitary connections that are shared with other properties must be capped. The subject property is to be serviced by a separate individual sanitary sewer connection, that includes a suitable sized inspection chamber as identified in the recommendations contained in the approved sanitary sewer capacity analysis. These works are to be completed through a City work order required at the processing of the building permit.

#### Transportation/Engineering Utilities -- Frontage Works Along No. 3 Road

The subject site is serviced by two (2) driveway crossings providing vehicle access from No. 3 Road. Through the redevelopment, removal of existing driveway crossings and reinstatement of the concrete sidewalk is required. As a result, one (1) new driveway crossing will be installed to provide access to No. 3 Road and is located approximately 9 m north of the south property line (to align with the intersection of Broadmoor Boulevard on the west side of No. 3 Road). Removal of existing driveways, reinstatement of the concrete sidewalk and installation of the new driveway crossing at the ultimate location are to be completed through a City work order required at the processing of the building permit.

Additional frontage upgrades (installation of a grass & treed boulevard and new concrete sidewalk) typically requested as part of a redevelopment along major arterial roads was examined. However, the proposal involves the retention of a number of large mature evergreen trees located in close proximity to the No. 3 Road property line. The proponent's arborist identified that a minimum tree retention zone be established around these trees to ensure their retention and viability. Any proposed frontage works involving the relocation of the existing concrete sidewalk will result in the works encroaching into the tree retention zone and existing drip line of the tree. Based on the recommendations of the arborist and overall tree retention strategy, frontage works will be limited to removal of existing driveway crossings, reinstatement of the sidewalk (in existing location) and installation of the new driveway crossing to minimize impacts to existing trees along No. 3 Road.

Additional landscaping to enhance the No. 3 Road streetscape and complement trees to be retained will be secured through the Development Permit application.

### On-Site Tree Retention, Removal and Compensation

A tree survey and consulting arborist report was submitted, reviewed and approved by City staff. A summary of tree removal, retention and compensation is provided in the following table:

Total Number of Trees	Trees to be Removed	Trees to be Retained	Compensation Required	Comments
28	<ul style="list-style-type: none"> <li>• 3 hazard trees</li> <li>• 3 trees conflict with building</li> </ul>	22	6 trees to be planted on site (2:1 ratio)	<ul style="list-style-type: none"> <li>• 3 trees identified as hazard/high risk based on arborist assessment. No compensation required for removal of hazard trees.</li> <li>• Tree protection measures to be implemented for all on-site trees and trees on neighbouring properties identified for retention.</li> <li>• Refer to <b>Attachment 4</b> for a tree retention and removal site plan.</li> </ul>

Based on the redevelopment involving the retrofit of the existing building and use of the existing off-street parking areas, this proposal presents an opportunity to retain many of the existing mature on-site trees. An arborist report has been submitted and recommends retention of a total of 22 trees on the subject site. Three (3) trees are identified as a hazard and are recommended for removal due to their extremely poor condition or defect. No tree compensation is required for trees identified as a hazard. Three (3) trees are recommended for removal due to their close proximity and conflict with the existing and proposed building footprint. Six (6) trees will be replanted as compensation on the subject site (based on a 2:1 replacement ratio), which will be secured through the forthcoming Development Permit application landscape submission.

Tree protection measures (fencing, no disturbance/tree retention zones) are also required based on the recommendations and specifications of the arborist. To ensure on-site trees are protected during construction activity, the proponent is required to enter into a contract with a certified professional arborist to oversee and monitor on-site trees through the redevelopment of the property. Proof of an arborist contract is required prior to issuance of the Development Permit application.

### Flood Plain Management Strategy

A flood indemnity covenant is required to be registered on title that identifies a minimum Flood Construction Level (FCL) of 2.9m or 0.3m above the surveyed crown of the road adjacent to the site. Registration of this legal document is a rezoning consideration for the proposed development (**Attachment 5**). This minimum flood construction level will apply to any new building construction occurring on the site and will not apply to the renovation of the existing building. In accordance with Flood Plain Designation and Protection Bylaw 8204, developments are not required to construct to the minimum FCL (2.9 m or 0.3m above the surveyed crown of the road adjacent to the site) if works are limited to renovations and no additional building area is being added to the building that would be below the minimum FCL. As a result, the retrofit and renovation of the facility on the subject site will be able to utilize the existing elevation of the foundation slab.



## Analysis

The proposal facilitates the redevelopment of the Richmond Animal Hospital to enable the existing building to undergo a major retrofit to modernize the facility, upgrade the overall site appearance and meet the growing needs of the business that has operated on the subject property since the early 1970's. The zoning permits for the care, examination, diagnosis and treatment of animals and pets. This use allows for the short term accommodation of animals in care, but does not permit animal breeding or boarding, animal shelters or animal daycare. Minor amendments to the Local Commercial (CL) zone are required to permit the subject site as a "Veterinary Service" use only.

The proposed density of 0.34 FAR and site coverage of 31% complies with the provisions of the Local Commercial (CL) zone. A majority of the retrofitted facility will be one (1) storey with two (2) small second storey building components. The maximum height of the animal hospital facility is approximately 7.5 m (25 ft.) Based on the surrounding Single Detached zoning, the proposed development also is well below the density and coverage provisions of single-family dwellings, which can build to a density of 0.55 FAR with 45% site coverage, 9 m (30 ft.) height and 2 storey massing throughout.

The existing relationship of the animal hospital facility will remain relatively unchanged to the surrounding single-family properties as the proposal involves development over the existing building footprint. A proposed second storey addition situated at the rear (east end of the building) is setback approximately 5 m (16.5 ft.) from the rear property line and steps back significantly from the existing ground floor portion of the building, which is set back 1.8 m (6 ft.) from the rear property line. The second storey addition is also set back approximately 5 m (16.5 ft.) away from the side yard (north property line).

### Forthcoming Development Permit Application

Review and processing of a development permit application is required to address the following aspects of the proposal:

- Overall form, character and architectural detailing of the project.
- Proposed landscaping in conjunction with tree retention.
- Massing and adjacency to surrounding properties.
- Review of requested variances for existing building walls on the side and rear yards.
- Finalize parking, loading, garbage and recycling areas.
- Processing of a Development Permit application to the satisfaction of the Director of Development is a rezoning consideration attached to the subject application.

## Conclusion

This rezoning application involves:

- Discharge of the existing Land Use Contract 078 on the southern half of the 9220 No. 3 Road.
- Minor amendment to the OCP Specific Land Use Map to amend the designation of the subject site from "Low-Density Residential" to "Commercial".
- Minor amendments to the Local Commercial (CL) zone to include veterinary service as a permitted use on the subject site only.

- Rezone the subject site to the amended Local Commercial (CL) zone to permit the continued operation of a veterinary service facility.

All technical issues related to the rezoning proposal have been addressed. Additional design detailing and review will be undertaken through the Development Permit application.



Kevin Eng  
Planner 1

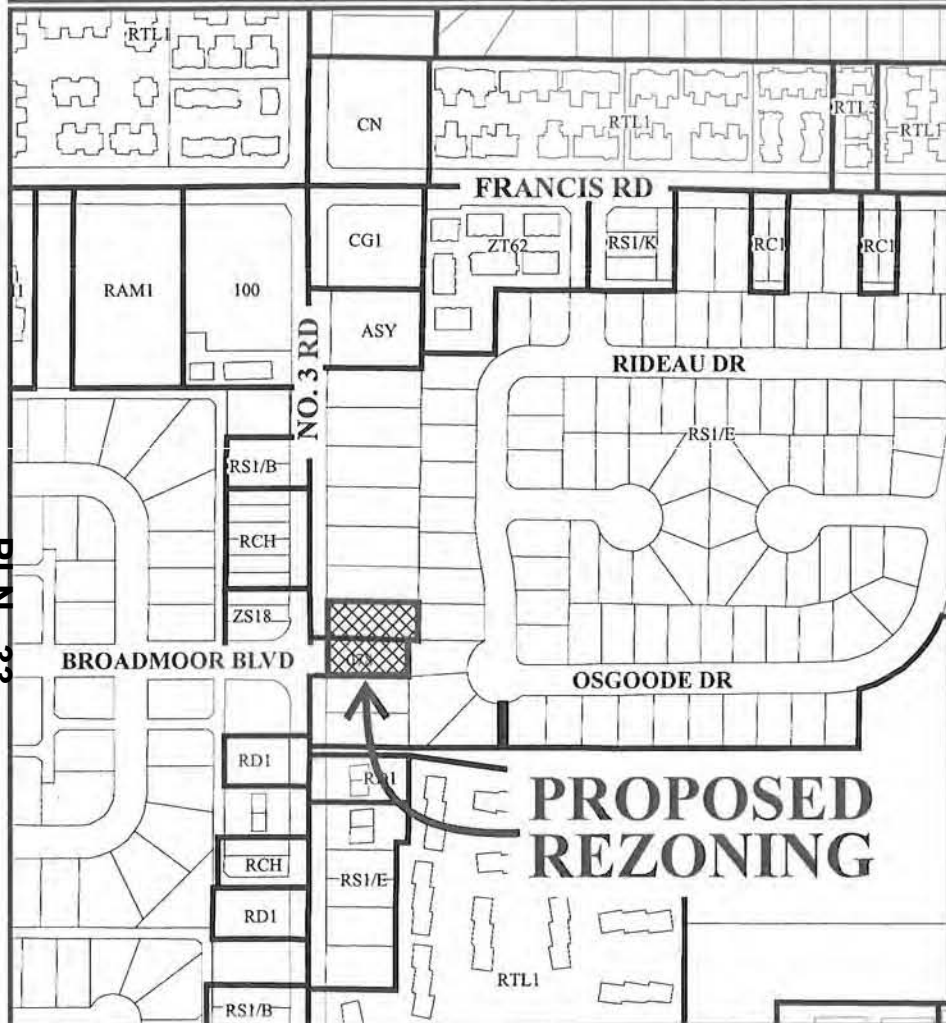
KE:rg

- Attachment 1: Location Map
- Attachment 2: Conceptual Development Plans
- Attachment 3: Development Application Data Sheet
- Attachment 4: Tree Survey and Retention Plan
- Attachment 5: Rezoning Considerations Concurrence



# City of Richmond

PLN - 33



**PORTION OF SITE  
ZONED RS1/E**

**NO. 3 RD**

**PORTION OF SITE  
ZONED LUC 078**

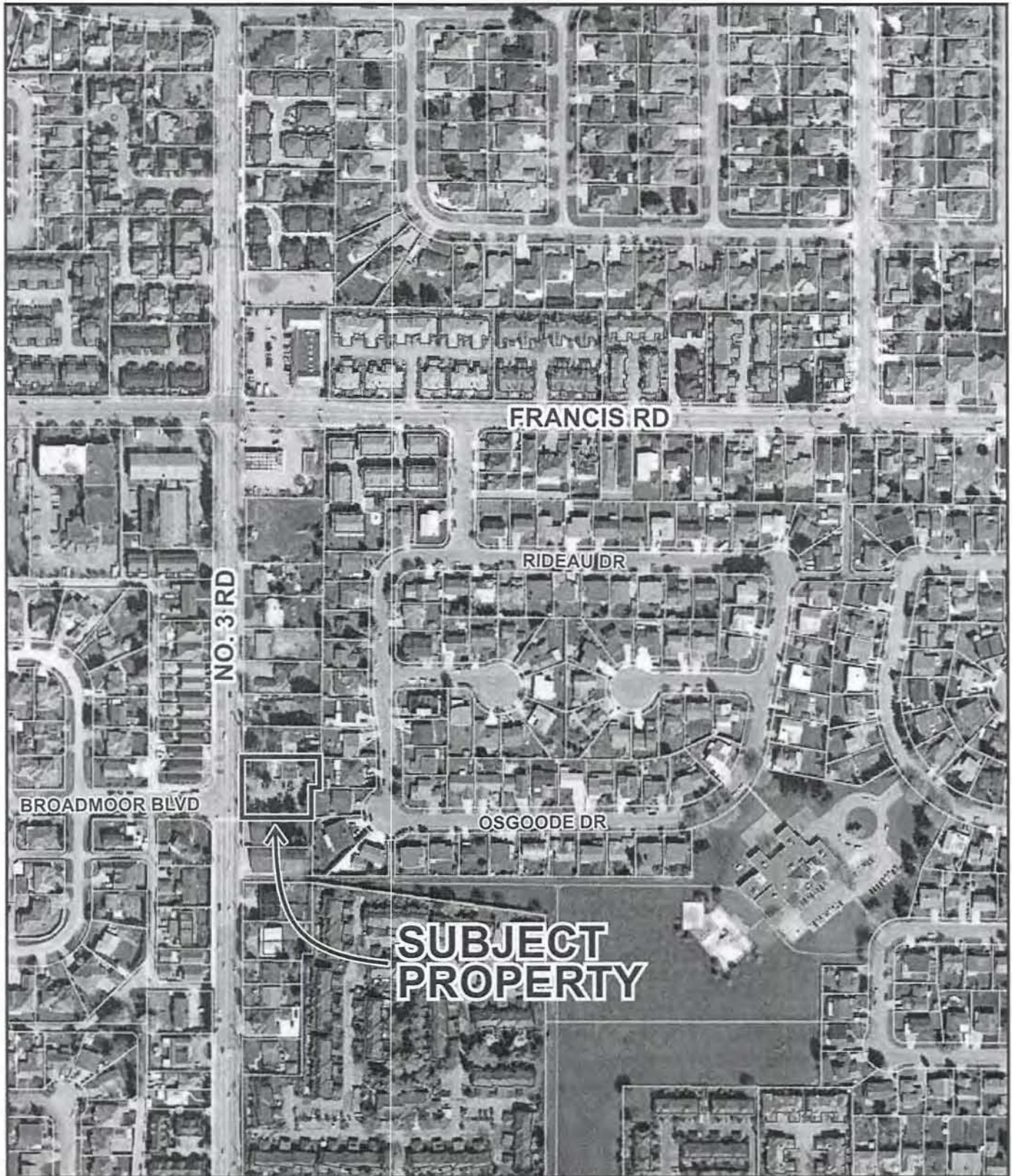


**RZ 10-531707**

Original Date: 06/09/10  
Revision Date: 09/15/11  
Note: Dimensions are in METRES

**ATTACHMENT 1**





RZ 10-531707

Original Date: 06/09/10

Amended Date:

Note: Dimensions are in METRES





RECEIVED FOR:

1691 Denney Rd.  
North Vancouver, B.C.  
V7H 1Y9  
604.7250341/778.668.3528  
studio@oriental.ca

Issued:  
16 September 11 for returning

**revisions:**  
 #Nov 2009 - client review  
 #May 2010 - rezoning application  
 #Aug 2010 client revision  
 #May 2011 structural preview  
 #August 2011 rezoning review  
 #August 2011 rezoning review

**Richmond Animal Hospital**  
9220 No3 Rd  
Richmond, BC V7A 1V9

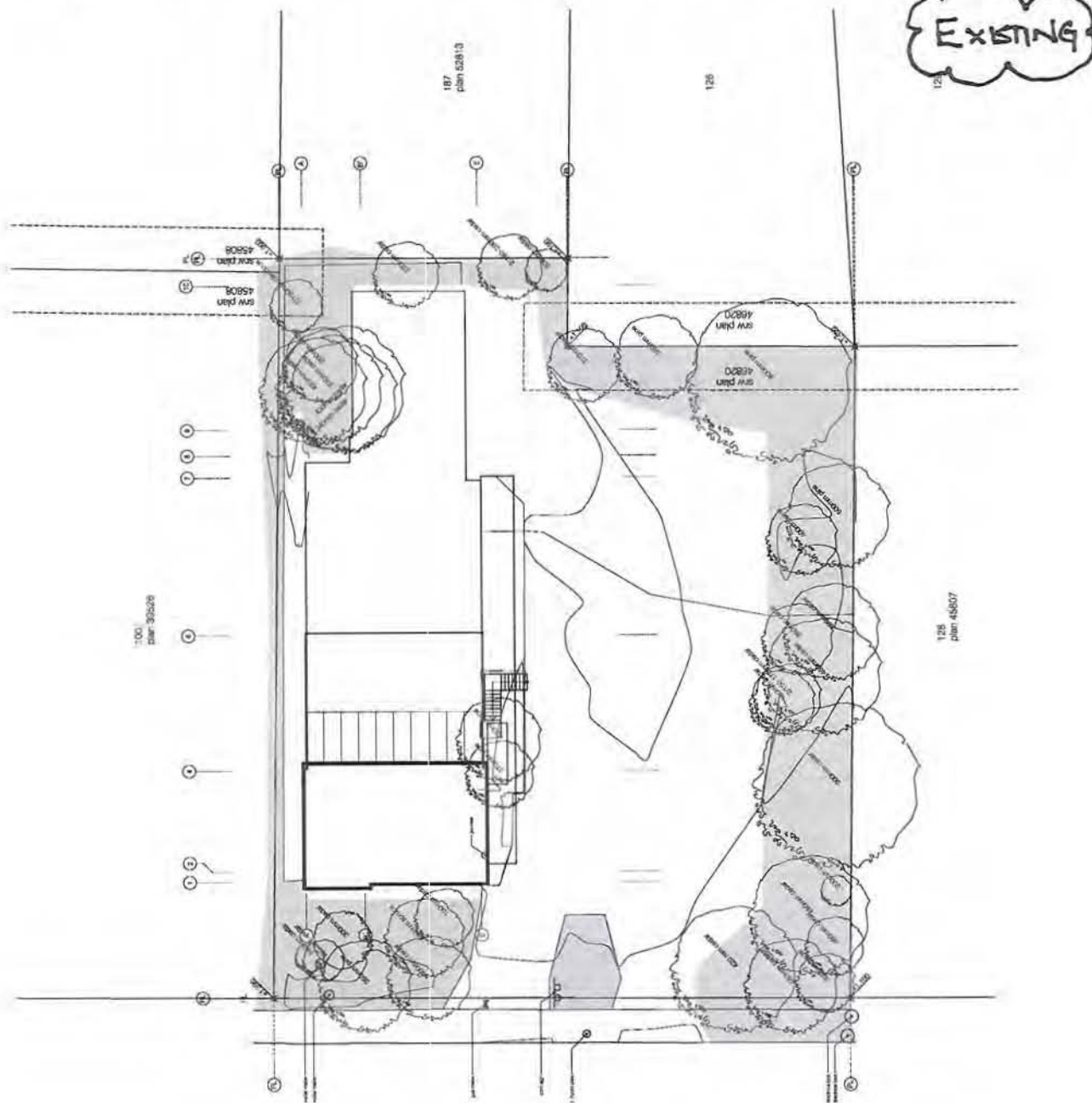
date	status	scale
1-07-16	reopening	
drawn	checked	
AC	AC / PG	

NOT FOR CONSTRUCTION

## Demolition

D100

Page 5 of 26



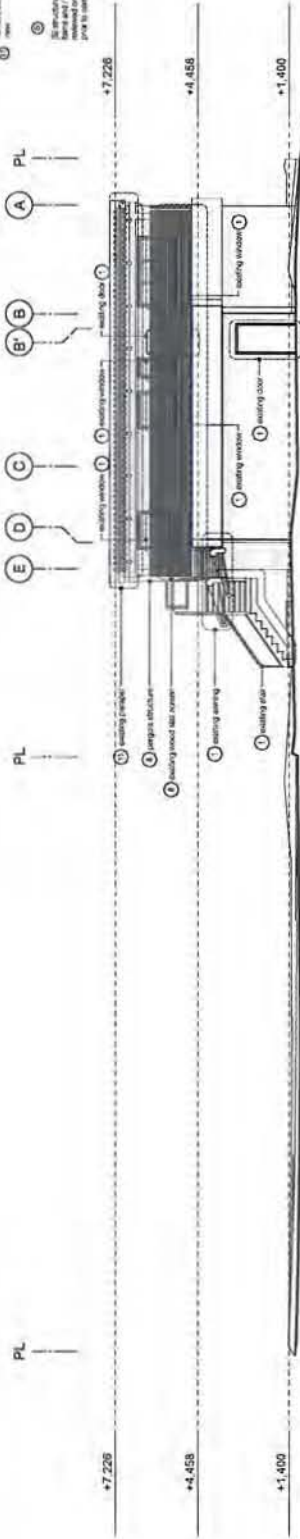
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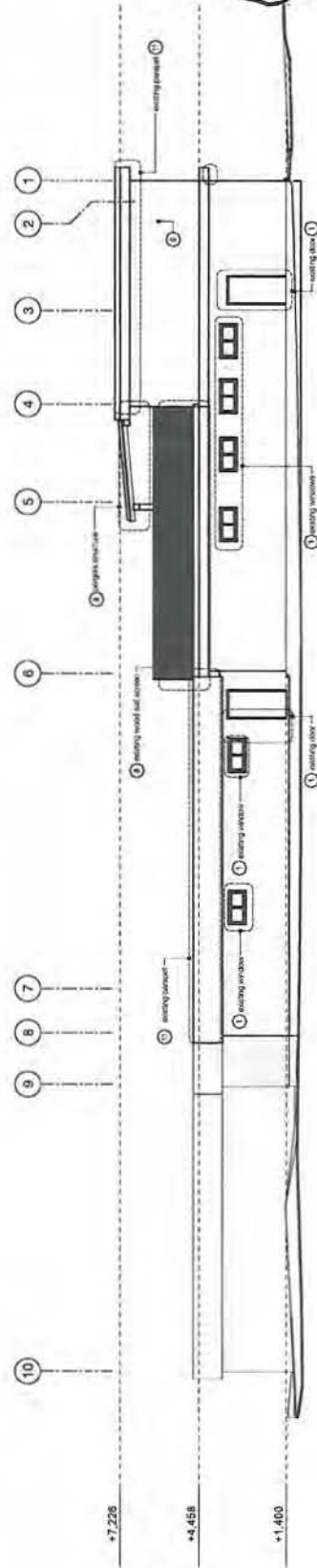


keynotes:

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2 east elevation  
scale 1:75



1 north elevation  
scale 1:75

1601 Burkley Rd.  
North Vancouver, B.C.  
V7H 1V9  
604.725.0341/778.668.3528  
studioelemental.ca

Issued:  
16 September 11 for reasoning

**revisions:**  
 #Nov 2009 – client review  
 #May 2010 – rezoning application  
 #Aug 2010 client revision  
 #May 2011 structural preview  
 #August 2011 rezoning review  
 #August 2011 rezoning review

**Richmond Animal  
Hospital**  
9220 No3 Rd  
Richmond, BC V7A 1V9

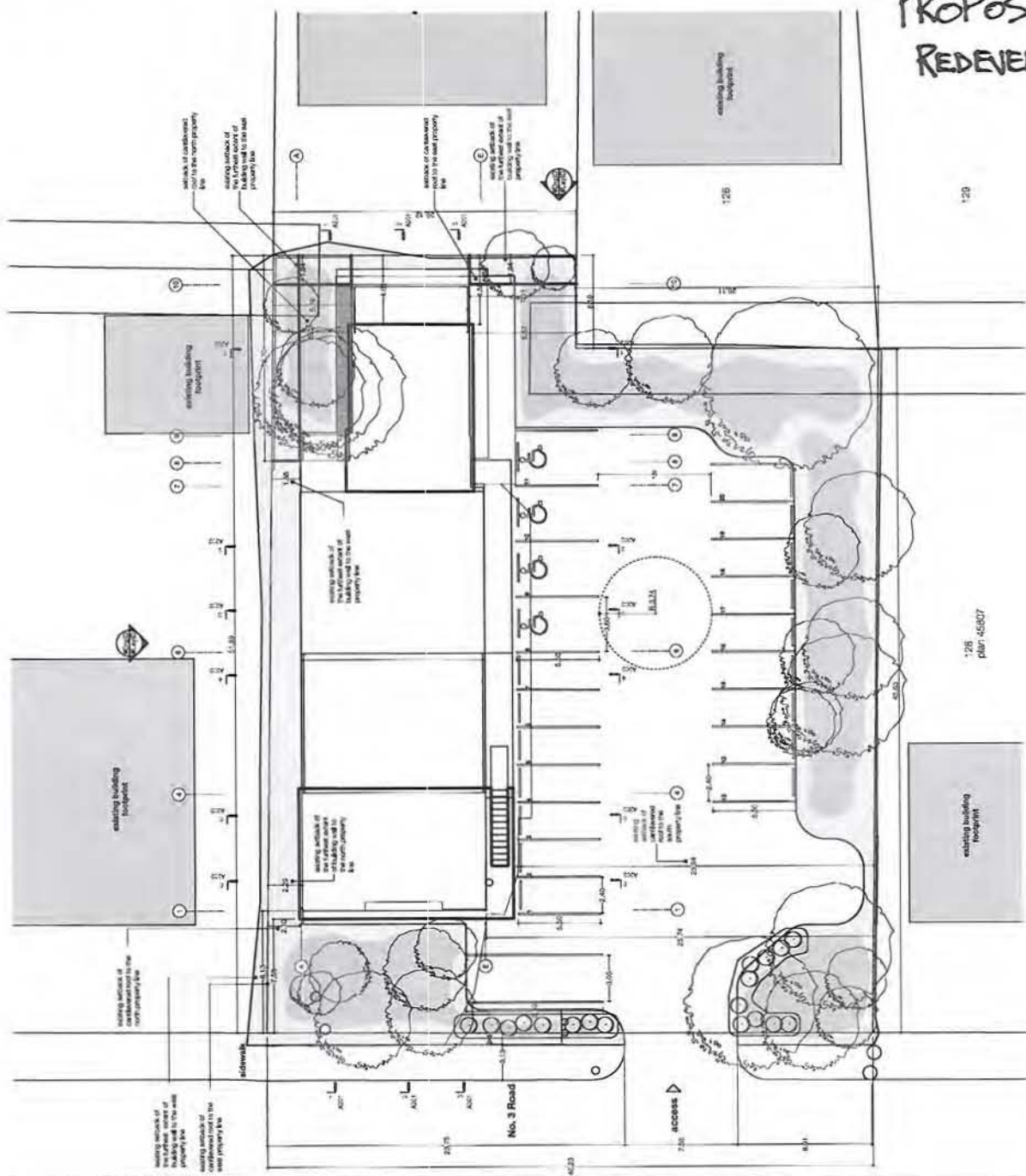
date	status	scale
1-29-16	resolving	
drawn	checked	
AC	AG/RS	

NOT FOR CONSTRUCTION

## setbacks

Sheet 12 of 26

## PROPOSED REDEVELOPMENT



128  
plan 45807

29

Broadmoore  
Blvd

```

t      roof level
      scale:1:128

```





Notes:  
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 2. The drawings are for your information only and are not to be used for construction purposes.  
 3. All dimensions are in millimeters unless otherwise stated.  
 4. All dimensions are to the centerline of the wall unless otherwise stated.  
 5. All dimensions are to the finished floor level unless otherwise stated.  
 6. All dimensions are to the centerline of the wall unless otherwise stated.  
 7. All dimensions are to the finished floor level unless otherwise stated.  
 8. All dimensions are to the centerline of the wall unless otherwise stated.  
 9. All dimensions are to the finished floor level unless otherwise stated.  
 10. All dimensions are to the centerline of the wall unless otherwise stated.



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elements

1891 Blaney Rd.  
 North Vancouver, B.C.  
 V7H 1Y9  
 604.7550341/778.088.3528  
 studioelements.ca

Issued:  
 16 September 11 for recording

Revisions:  
 1. Nov 2009 - client review  
 2. May 2010 - recording application  
 3. May 2010 - client review  
 4. May 2011 - structural review  
 5. August 2011 - recording review  
 6. August 2011 - recording review

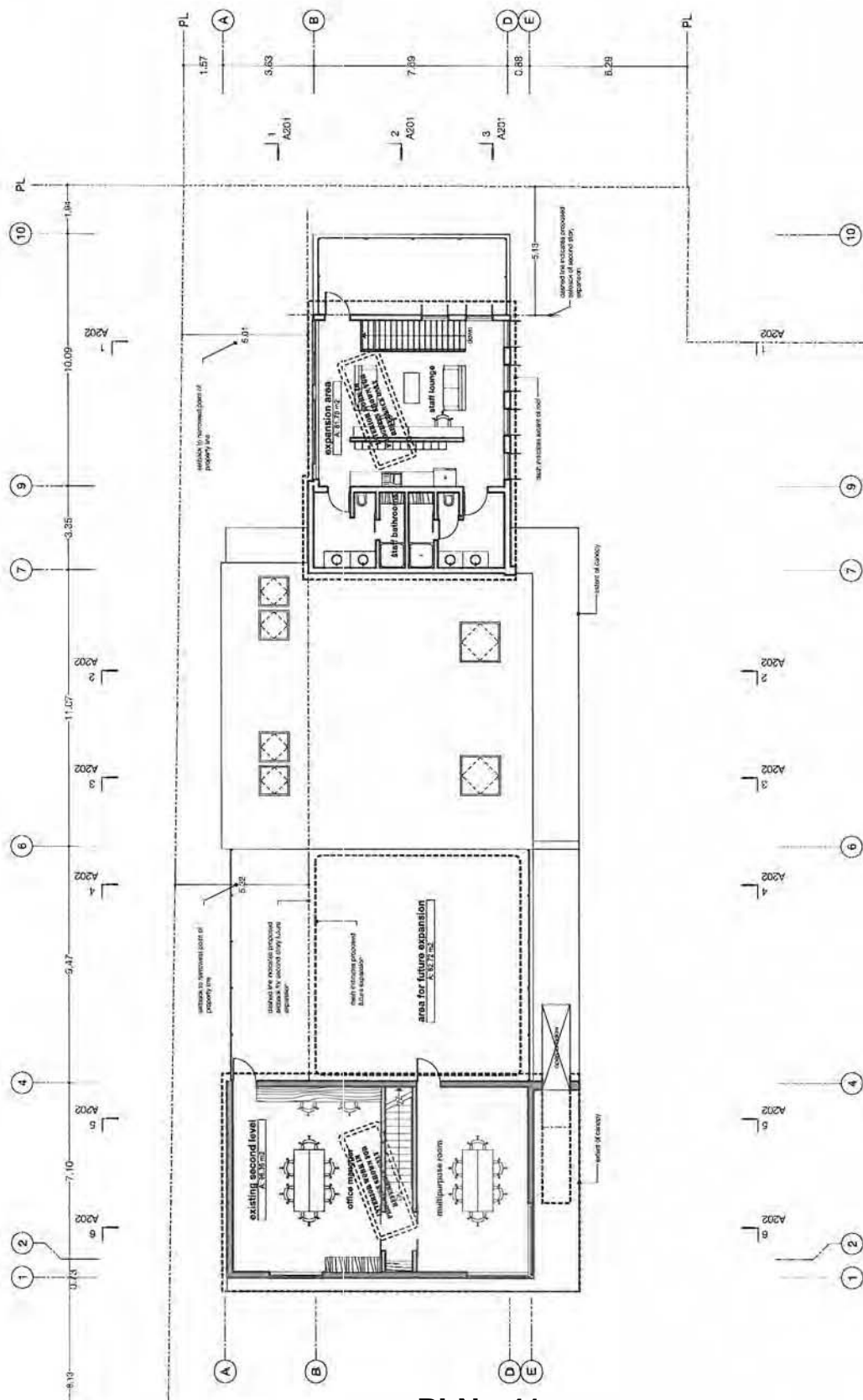
Richmond Animal  
 Hospital  
 9220 No3 Rd  
 Richmond, BC V7A 1V9

Scale  
 date  
 status  
 11-09-16  
 10/23/16  
 drawn  
 checked  
 AC / RS



level 2000

A102  
 sheet 15 of 23



PLN - 41

1:1000  
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Issued:  
 16 September 11 for zoning

Revisions:  
 #Nov 2009 - client review  
 #May 2010 - zoning application  
 #Aug 2010 zoning decision  
 #May 2011 second review  
 #August 2011 zoning decision  
 #August 2011 zoning review

Richmond Animal  
 Hospital  
 9220 No3 Rd  
 Richmond, BC V7A 1V9

scale		status	
date	11-09-10	revising	checked
drawn	AC	drawn	AC / RS

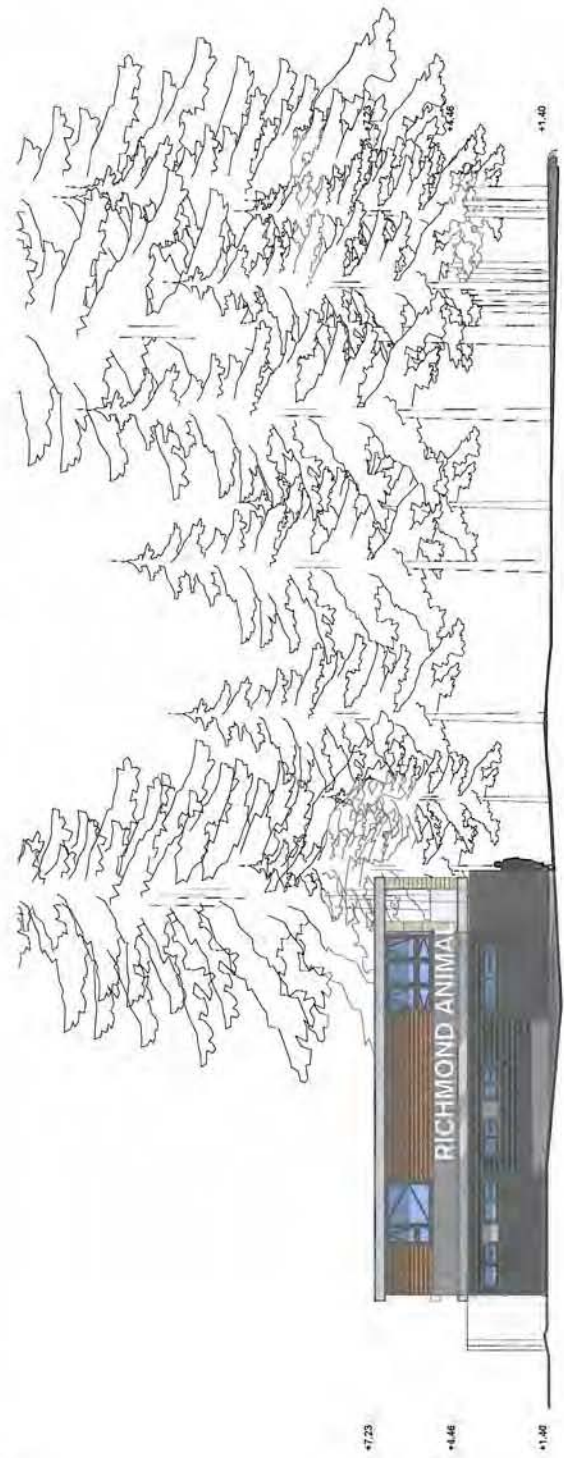


south + west elevations

A301  
 sheet 16 of 20

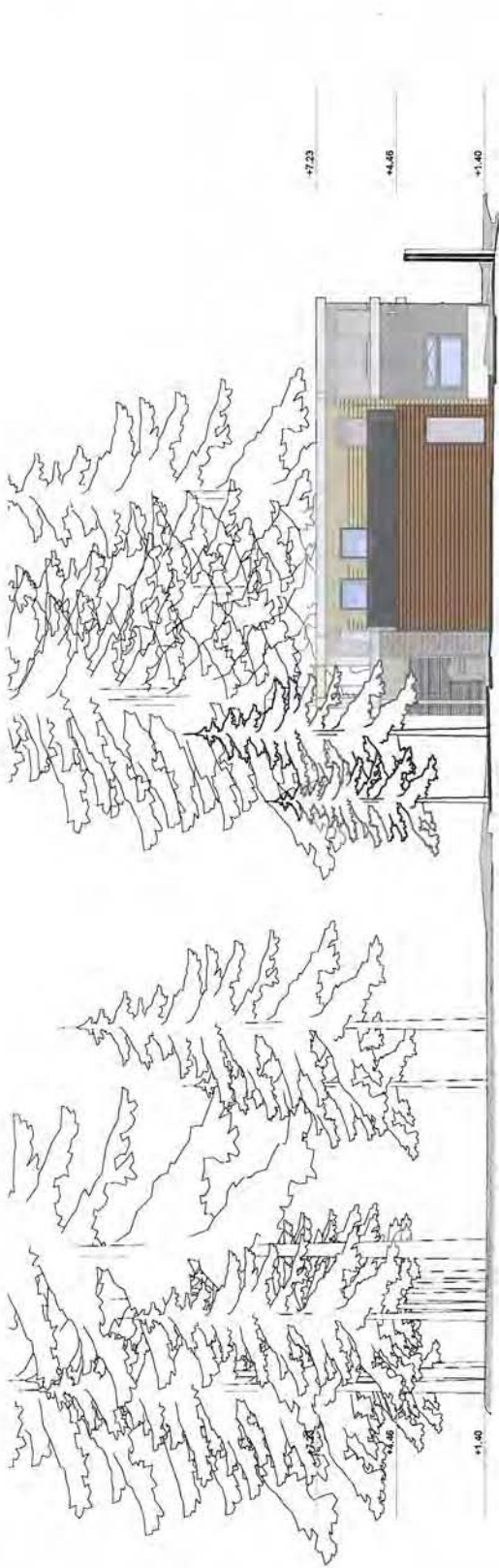


1 south elevation  
 scale: 1:75

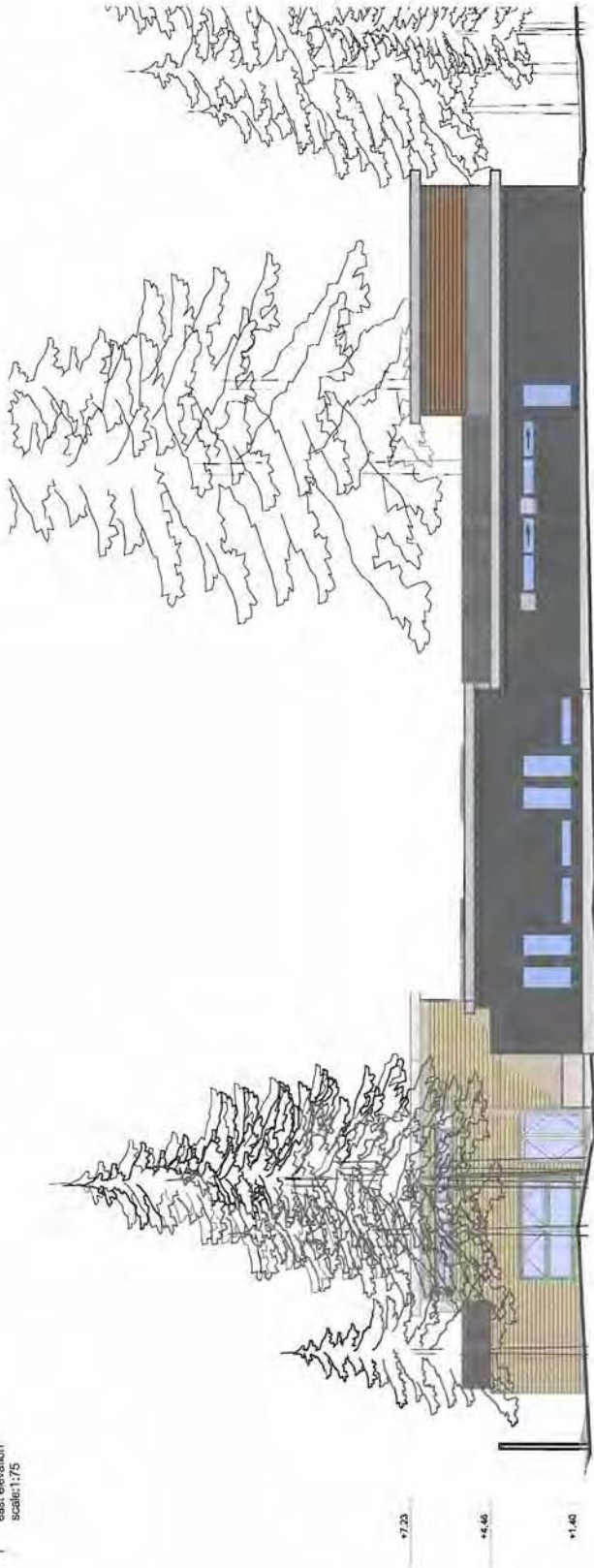


2 west elevation  
 scale: 1:75





1 east elevation  
scale: 1:75



2 north elevation  
scale: 1:75

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necessary permits and approvals from the  
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Issued:  
16 September 11 for rezoning

revisions:  
#Nov 2009 - client review  
#May 2010 - rezoning application  
#Aug 2010 client revision  
#May 2011 structural review  
#August 2011 rezoning review  
#August 2011 rezoning review

Richmond Animal  
Hospital  
8920 N63 Rd  
Richmond, BC V7A 1V9

date	status	checked	scale
11-09-16	rezoning	AC / HS	
drawn			



east + north elevations

A302  
sheet 19 of 28



## City of Richmond

6911 No. 3 Road  
Richmond, BC V6Y 2C1  
www.richmond.ca  
604-276-4000

## Development Application Data Sheet

**RZ 10-531707**

**Attachment 3**

Address: 9220 No. 3 Road

Applicant: Studio Elemental Design

	Existing	Proposed
<b>Owner:</b>	Schaufele Enterprises Ltd.	No change
<b>Site Size (m<sup>2</sup>):</b>	1,941 m <sup>2</sup>	No change
<b>Land Uses:</b>	Existing veterinary service facility with related off-street parking areas	New renovated veterinary service facility with related off-street parking areas
<b>OCP General Land Use Map Designation:</b>	Neighbourhood Residential	No change - Complies
<b>OCP Specific Land Use Map Designation:</b>	Low-Density Residential	Amend to Commercial
<b>Zoning:</b>	RS1/E – North Half Land Use Contract 078 – South Half	Local Commercial (CL)

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.4 FAR	0.33 FAR	none permitted
Lot Coverage – Building:	Max. 35%	31%	none
Setback – Front Yard (m):	Min. 3 m	8 m.	none
Setback – Side & Rear Yards (m):	Min. 3 m	Side Yard (North) – 1.8 m Side Yard (South) – 6.9 m to 24 m Rear Yard – 1.9 m	Variance requested for Side Yard (North) and Rear Yard
Height (m):	9 m	7.5 m	none
Off-street Parking Spaces:	11 spaces	20 spaces	none
Loading Spaces:	1 Loading Space	1 space provided	none
Bicycle Parking	Class 1 – 2 spaces Class 2 – 3 spaces	Class 1 – 4 spaces Class 2 – 5 spaces	none





## Rezoning Considerations

9220 No. 3 Road

RZ 10-531707

Prior to final adoption of Zoning Amendment Bylaw 8821, the developer is required to complete the following:

1. Adoption of Official Community Plan Amendment Bylaw 8820.
2. Registration of a Flood Indemnity Covenant on title. The minimum Flood Construction Level (FCL) is 2.9 m or 0.3 m above the surveyed crown of the adjacent public road, which applies only to the new construction of buildings on the property otherwise not exempted by Flood Plain Designation and Protection Bylaw 8204.
3. Submission and processing of a Development Permit application to a satisfaction of the Director of Development.

Prior to issuance of the Development Permit, the developer is required to complete the following:

1. Submission of the appropriate landscape security based on the approved landscape plan for the development (to be determined through the Development Permit).
2. Submission of a contract between the owner and a Certified Arborist for the supervision of any on and off-site works within and around the tree retention/protection zones for trees identified for retention. The contract is required to identify the number of site inspections to be undertaken by the Certified Arborist and submission of a post-construction assessment report after redevelopment of the site is completed.
3. Installation and inspection of all tree protection fencing (to the appropriate specifications) on the subject site as recommended by the consulting arborist.

Prior to issuance of the Building Permit, the developer is required to complete the following:

1. City Work Order to Complete the following works:
  - a. Capping of the existing two (2) sanitary sewer connections located at the northeast and southeast corner of the subject site.
  - b. Installation of a sanitary connection tied to SMH 2148, complete with a suitably sized inspection chamber.
  - c. Removal of the existing two (2) driveway crossings servicing the subject site, reinstatement of the concrete sidewalk in the current alignment and location and installation of a new single driveway crossing at its ultimate location.
2. Prior to the issuance of BP, a construction parking and traffic management plan to be provided to the Transportation Division (see <http://www.richmond.ca/services/ttp/special.htm> for more info).

[Signed original on file]

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Signed

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Date





**Richmond Official Community Plan Bylaw 7100  
Amendment Bylaw 8820 (RZ 10-531707)  
9220 No. 3 Road**

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

1. Richmond Official Community Plan Bylaw 7100 is amended by repealing the existing land use designation in Attachment 2 (Specific Land Use Map) to Schedule 1 of the Official Community Plan Bylaw 7100 thereof the following area and by designating it "Commercial".

P.I.D. 003-589-447

Lot 188 Section 28 Block 4 North Range 6 West New Westminster District Plan 52813

2. This Bylaw may be cited as **"Richmond Official Community Plan Bylaw 7100, Amendment Bylaw 8820"**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER REQUIREMENTS

ADOPTED

_____
_____
_____
_____
_____
_____



\_\_\_\_\_  
MAYOR

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



**Richmond Zoning Bylaw 8500  
Amendment Bylaw 8821 (RZ 10-531707)  
9220 NO. 3 ROAD**

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

1. Richmond Zoning Bylaw 8500 is amended by:
  - i. Repealing Section 10.1.3 [Local Commercial (CL)] and replacing it with:

**“10.1.3 A. Secondary Uses**
    - **home business**
    - **residential security/operator unit****10.1.3 B. Additional Uses (See Section 10.1.11.3)**
    - **veterinary service”**
  - ii. Repealing Section 10.1.11.1 (Other Regulations) and replacing it with:

**“10.1.11 Other Regulations**
    1. The **residential security/operator unit** must be in the same **building** as the **retail convenience** or **veterinary service use**.”
  - iii. Inserting the following text into Section 10.1.11:

**“3. The following site is only permitted to be used as a veterinary service use and that the uses identified in the Permitted Uses Section (10.1.2) of the zone are not permitted on this site:**

9220 No. 3 Road  
P.I.D. 003-589-447  
Lot 188 Section 28 Block 4 North Range 6 West New Westminster District Plan 52813”
2. That the Mayor and Clerk are hereby authorised to execute any documents necessary to discharge “Land Use Contract 078” from the area shown cross-hatched on “Schedule A attached to and forming part of Bylaw 8821”.

3. 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 **LOCAL COMMERCIAL (CL)**.

P.I.D. 003-589-447

Lot 188 Section 28 Block 4 North Range 6 West New Westminster District Plan 52813

4. This Bylaw may be cited as "**Richmond Zoning Bylaw 8500, Amendment Bylaw 8821**".

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

DEVELOPMENT REQUIREMENTS SATISFIED

ADOPTED

\_\_\_\_\_  
MAYOR

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

CITY OF RICHMOND
APPROVED by <i>il</i>
APPROVED by Director or Solicitor <i>[Signature]</i>





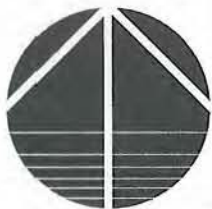
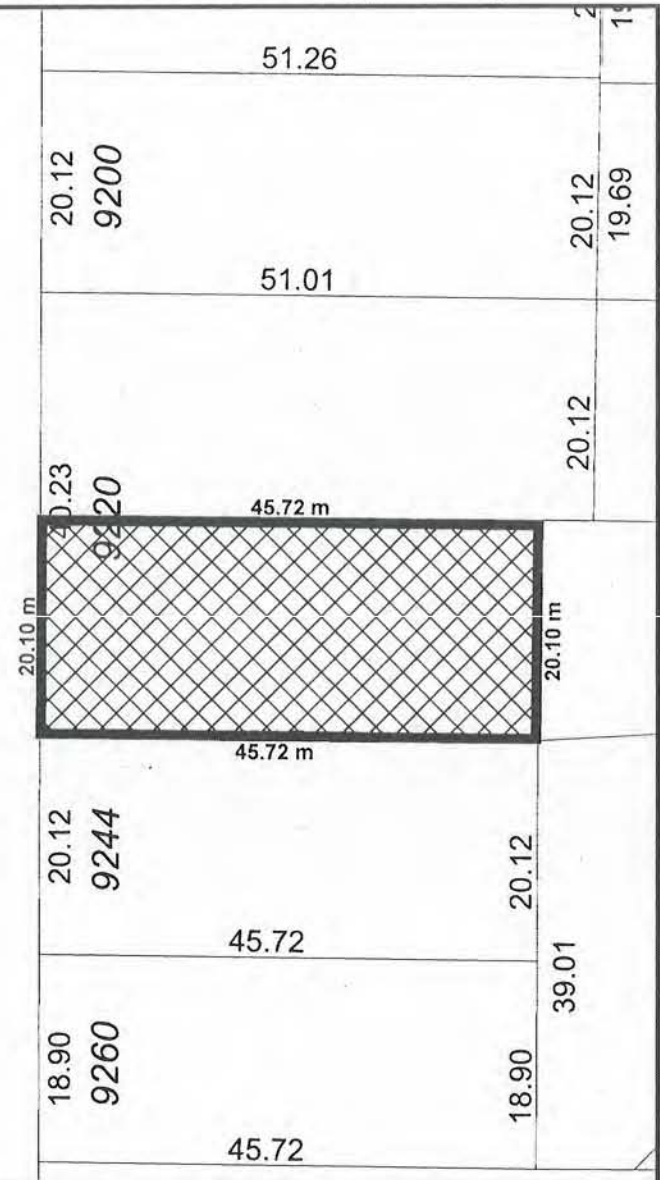
# City of Richmond



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18.28

**NO. 3 RD**



**RZ 10-531707**

Original Date: 06/09/10

Revision Date: 09/20/11

Note: Dimensions are in METRES