



**City Council
Electronic Meeting**

**Council Chambers, City Hall
6911 No. 3 Road
Tuesday, October 14, 2025
7:00 p.m.**

Pg. # ITEM

MINUTES

1. *Motion to:*
- CNCL-10 (1) *adopt the minutes of the Regular Council meeting held on September 22, 2025.*



AGENDA ADDITIONS & DELETIONS

COMMITTEE OF THE WHOLE

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



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3. Delegations from the floor on Agenda items.

PLEASE NOTE THAT FOR LEGAL REASONS, DELEGATIONS ARE NOT PERMITTED ON ZONING OR OCP AMENDMENT BYLAWS WHICH ARE TO BE ADOPTED OR ON DEVELOPMENT PERMITS/DEVELOPMENT VARIANCE PERMITS – ITEM NO. 16.

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
- Amendments to The Consolidated 5 Year Financial Plan (2025-2029) Bylaw No. 10622
- Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10702
- Permissive Property Tax Exemption (2026) Bylaw No. 10670
- Referral Response – Finance And Audit Committee
- Appointment Of Approving Officer
- Housing Agreement Amendment Application For 7811 Alderbridge Way

5. *Motion to adopt Items No. 6 through No. 12 by general consent.*



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ITEM

Consent
Agenda
Item

6. COMMITTEE MINUTES

That the minutes of:

- (1) *the Finance Committee meeting held on October 6, 2025; (distributed separately)*
- (2) *the General Purposes Committee meeting held on October 6, 2025; and*
- (3) *the Planning Committee meeting held on October 7, 2025; (distributed separately)*

be received for information.

CNCL-20

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Consent
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Item

7. AMENDMENTS TO THE CONSOLIDATED 5 YEAR FINANCIAL PLAN (2025-2029) BYLAW NO. 10622

(File Ref. No. 03-0975-01) (REDMS No. 8091284)

CNCL-25

See Page CNCL-25 for full report

FINANCE COMMITTEE RECOMMENDATION

That the Consolidated 5 Year Financial Plan (2025-2029) Bylaw No. 10622, Amendment Bylaw No. 10709, which incorporates and puts into effect the changes as outlined in the staff report titled “Amendments to the Consolidated 5 Year Financial Plan (2025-2029) Bylaw No. 10622” dated September 23, 2025, from the General Manager, Finance and Corporate Services, be introduced and given first, second and third readings.

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Consent
Agenda
Item

8. CONSOLIDATED FEES BYLAW NO. 8636, AMENDMENT BYLAW NO. 10702

(File Ref. No. 03-1240-01) (REDMS No. 8132107)

CNCL-48

See Page CNCL-48 for full report

FINANCE COMMITTEE RECOMMENDATION

That the Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10702 be introduced and given first, second and third readings.

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Consent
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9. **PERMISSIVE PROPERTY TAX EXEMPTION (2026) BYLAW NO. 10670**

(File Ref. No. 03-0925-02-04) (REDMS No. 8017839)

CNCL-103

See Page CNCL-103 for full report

FINANCE COMMITTEE RECOMMENDATION

That Permissive Property Tax Exemption (2026) Bylaw No. 10670 be introduced and given first, second and third readings.

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Consent
Agenda
Item

10. **REFERRAL RESPONSE – FINANCE AND AUDIT COMMITTEE**

(File Ref. No. 03-0950-02) (REDMS No. 8151003)

CNCL-141

See Page CNCL-141 for full report

FINANCE COMMITTEE RECOMMENDATION

That the amended Terms of Reference for the Finance and Audit Committee as outlined in the report dated September 19, 2025, titled “Referral Response – Finance and Audit Committee,” from the Director, City Clerk’s Office, be approved.

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Consent
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Item

11. **APPOINTMENT OF APPROVING OFFICER**

(File Ref. No. 01-0172-02) (REDMS No. 8140014)

CNCL-146

See Page CNCL-146 for full report

PLANNING COMMITTEE RECOMMENDATION

That Chris Bishop, Manager, Development – East, be appointed as an Approving Officer in accordance with Section 77 of the Land Title Act.

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12. **HOUSING AGREEMENT AMENDMENT APPLICATION FOR 7811 ALDERBRIDGE WAY**

(File Ref. No. 08-4057-05) (REDMS No. 8159105)

CNCL-148

See Page CNCL-148 for full report

PLANNING COMMITTEE RECOMMENDATION

That Housing Agreement (7811 Alderbridge Way) Bylaw No.10090, Amendment Bylaw No. 10645 be introduced and given first, second, and third readings.



CONSIDERATION OF MATTERS REMOVED FROM THE
CONSENT AGENDA

NON-CONSENT AGENDA ITEMS

GENERAL PURPOSES COMMITTEE

Mayor Malcolm D. Brodie, Chair

13. **STEVESTON HIGHWAY MULTI-USE PATHWAY PROJECT – NEXT STEPS**

(File Ref. No. 10-6500-01) (REDMS No. 8160500)

CNCL-178

See Page CNCL-178 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

Opposed: Cllrs. Day and Heed

- (1) *That Option 1, to amend the scope and budget of the Steveston Multi-Use Pathway Phase 3 project to include construction of Phase 4 with no additional City funding, as described in the staff report titled “Steveston Highway Multi-Use Pathway Project – Next Steps”, dated September 23, 2025, from the Director, Transportation, be approved;*

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- (2) *That a submission to TransLink for funding as part of the 2026 Cost-Share Program for Steveston Multi-Use Pathway – Phase 3 and Phase 4 be endorsed; and*
- (3) *That the Consolidated 5 Year Financial Plan (2025-2029) be amended accordingly.*



14. **2026 COUNCIL AND COMMITTEE MEETING SCHEDULE**

(File Ref. No. 01-0105-01) (REDMS No. 8171088)

CNCL-186

See Page CNCL-186 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

Opposed: Cllr. Day

- (1) *That the 2026 Council and Committee meeting schedule, as outlined in Attachment 2 of the staff report dated September 19, 2025, from the Director, City Clerk's Office, be approved; and*
- (2) *That the Council Procedure Bylaw No. 7560 be varied to allow for the following revisions as detailed in the report titled "2026 Council and Committee Meeting Schedule", dated September 19, 2025, from the Director, City Clerk's Office, be approved:*
 - (a) *That the Regular Council meetings (open and closed) of August 12 and August 26, 2026 be cancelled; and*
 - (b) *That the August 18, 2026 Public Hearing be rescheduled to September 8, 2026 at 5:30 p.m. in the Council Chambers at Richmond City Hall.*



PLANNING COMMITTEE

Councillor Bill McNulty, Chair

15. **APPLICATION BY SANSTOR FARMS LTD. FOR AN AGRICULTURAL LAND RESERVE NON- FARM USE (SAND STORAGE AND TRUCK PARKING) AT 14671 WILLIAMS ROAD**
(File Ref. No. AG 25-019652) (REDMS No. 8166569)

CNCL-192

See Page CNCL-192 for full report

PLANNING COMMITTEE RECOMMENDATION

Opposed: Cllr. Day

That the Application by Sanstor Farms Ltd. for an Agricultural Land Reserve Non-Farm Use application for the storage of sand and commercial vehicle truck parking as presented to the Planning Committee be forwarded to the Agricultural Land Commission.



PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAWS FOR ADOPTION

CNCL-247

Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 10470**
(5800, 5840, 5860 Granville Avenue, RZ 21-922202)
Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – None.



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CNCL-249	Wharves Regulation Bylaw, Bylaw No. 10182, Amendment Bylaw No. 10698 Opposed at 1 st /2 nd /3 rd Readings – None.

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CNCL-251	Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10699 Opposed at 1 st /2 nd /3 rd Readings – None.
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DEVELOPMENT PERMIT PANEL

16. RECOMMENDATION

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

CNCL-253	(1) <i>That the Chair's report for the Development Permit Panel meeting held on October 9, 2024, be received for information; and</i> (2) <i>That the recommendation of the Panel to authorize the issuance of Development Permit (DP 23-029476) for the properties at 5800, 5840, 5860 Granville Avenue, be endorsed, and the Permit so issued.</i>
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PUBLIC DELEGATIONS ON NON-AGENDA ITEMS

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

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	(1) Mary-Ann Isinger to delegate on maintenance and upkeep of City owned trees on Fairfax Crescent and Seafair Drive, Richmond.
CNCL-257	(2) Jerome Dickey to delegate on low voter turnout .

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18. *Motion to rise and report.*

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ADJOURNMENT

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Regular Council

Monday, September 22, 2025

Place: Council Chambers
Richmond City Hall

Present: Mayor Malcolm D. Brodie
Councillor Chak Au (by teleconference)
Councillor Carol Day
Councillor Laura Gillanders
Councillor Kash Heed
Councillor Andy Hobbs
Councillor Alexa Loo (by teleconference)
Councillor Bill McNulty
Councillor Michael Wolfe

Corporate Officer – Claudia Jesson

Call to Order: Mayor Brodie called the meeting to order at 7:00 p.m.

RES NO. ITEM

MINUTES

- R25/16-1 1. It was moved and seconded
That the minutes of the Regular Council meeting held on September 8, 2025, be adopted as circulated.

CARRIED



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AGENDA ADDITIONS & DELETIONS

- R25/16-2 It was moved and seconded
That an addition be made to item No. 10– “Proposed Commercial Truck Parking Strategies” to include an on-table memorandum, which provides an update to the staff report, increasing the proposed truck parking spaces from 55 to 63. (attached to and forming part of these minutes as Schedule 1).

CARRIED

COMMITTEE OF THE WHOLE

- R25/16-3 2. It was moved and seconded
That Council resolve into Committee of the Whole to hear delegations on agenda items (7:01 p.m.).

CARRIED

3. Delegations from the floor on Agenda items – None.

- R25/16-4 4. It was moved and seconded
That Committee rise and report (7:02 p.m.).

CARRIED

CONSENT AGENDA

- R25/16-5 5. It was moved and seconded
That Items No. 6 through No 10 and No. 12 through No. 17 be adopted by general consent.

CARRIED

6. **COMMITTEE MINUTES**

That the minutes of:



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- (1) *the Community Safety Committee meeting held on September 9, 2025;*
- (2) *the General Purposes Committee meeting held on September 15, 2025;*
- (3) *the Planning Committee meeting held on September 16, 2025;*
- (4) *the Public Works and Transportation Committee meeting held on September 17, 2025);*
- (5) *the Parks, Recreation and Cultural Services Committee meeting held on September 17, 2025; and*
- (6) *the Council/School Board Liaison Committee meeting held on April 30, 2025.*

be received for information.

ADOPTED ON CONSENT

7. RICHMOND HOSPITAL UPDATE
(File Ref. No. 01-0155-03-01)

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That the request in relation to the temporary construction site office for the Richmond Hospital project be endorsed; and*
- (2) *That the Chief Administrative Officer be authorized to finalize the terms for the occupation until construction of the new hospital tower is complete.*

ADOPTED ON CONSENT



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8. AWARD OF CONTRACT 8409P - DOCUMENT AND RECORDS MANAGEMENT SYSTEM MODERNIZATION

(File Ref. No. 03-1000-20-8409P) (REDMS No. 8141729)

- (1) *That Contract 8409P – Document and Records Management System Modernization Project, be awarded to Cadence Solutions Inc. for an initial five-year term for an estimated value of \$3,350,000 excluding taxes, as described in the report titled “Award of Contract 8409P - Document and Records Management System Modernization Project”, dated August 18, 2025 from the Director, Information Technology;*
- (2) *That the Chief Administrative Officer and the General Manager, Finance and Corporate Services be authorized to execute the contract and all related documentation with Cadence Solutions Inc.; and*
- (3) *That the Chief Administrative Officer and the General Manager, Finance and Corporate Services be authorized to extend the contract at the end of the initial contract term for an additional five years at an amount of up to \$1,667,500, up to the maximum total term often years, for a maximum contract value of \$5,017,500 excluding taxes.*

ADOPTED ON CONSENT

9. LOCAL GOVERNMENT CLIMATE ACTION PROGRAM (LGCAP) YEAR 4 SURVEY REPORT AND 2024 CORPORATE EMISSION INVENTORY

(File Ref. No. 10-6125-05-01; 03-1087-31-01) (REDMS No. 8130697, 8112782)

That the LGCAP Year 4 Survey Report and Attestation Form as described in the report titled “Local Government Climate Action Program (LGCAP) Year 4 Survey Report and 2024 Corporate Emission Inventory”, from the Director, Climate and Environment, dated August 19, 2025, be endorsed and posted on the City’s website for public information, in accordance with Provincial requirements.

ADOPTED ON CONSENT



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10. PROPOSED COMMERCIAL TRUCK PARKING STRATEGIES

(File Ref. No. 10-6455-05-01) (REDMS No. 8142854)

- (1) *That the proposed On-Street Commercial Truck Parking Pilot Program and Recommended Actions as described in the staff report titled “Proposed Commercial Truck Parking Strategies” dated August 25, 2025, from the Director, Transportation, be approved;*
- (2) *That Staff report back to Council with the associated bylaw amendments required to implement Option A: Paid Monthly Permit Fee for the proposed On-Street Commercial Truck Parking Pilot Program, as described in the staff report titled “Proposed Commercial Truck Parking Strategies” dated August 25, 2025, from the Director, Transportation; and*
- (3) *That Staff include the estimated costs for the proposed On-Street Truck Parking Pilot Program, as described in the staff report titled “Proposed Commercial Truck Parking Strategies” dated August 25, 2025, from the Director, Transportation, as part of the 2026 budget process for Council consideration; and*
- (4) *That staff be directed to consider the viability of other industrial areas to add to the pilot program.*

ADOPTED ON CONSENT

11. APPLICATION BY BOATHOUSE DESIGN GROUP INC. FOR REZONING AT 16960 RIVER ROAD AND PID 005-478-111 FROM THE “AGRICULTURE (AG1)” ZONE TO THE “INDUSTRIAL STORAGE (IS1)” ZONE

(File Ref. No. 12-8060-20-010710, RZ 22-013271) (REDMS No. 8154033, 8152183)

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10710, for the rezoning of 16960 River Road and PID 005-478-111 from the “Agriculture (AG1)” zone to the “Industrial Storage (IS1)” zone to permit Commercial Vehicle Parking and Storage, be introduced and given first reading.

See Page 8 for action on this item.



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**12. HERITAGE ALTERATION PERMIT APPLICATION AT 3580
MONCTON STREET, UNIT 100 (HEPWORTH BLOCK)**

(File Ref. No. HA 24-045011) (REDMS No. 8132435, 8134202, 8134236)

That a Heritage Alteration Permit be issued for the protected heritage building at 3580 Moncton Street (Hepworth Block) which would permit a new sign and exterior painting on unit 100.

ADOPTED ON CONSENT

**13. RIVER ROAD TRAFFIC ASSESSMENT UPDATE – HAMILTON
NEIGHBOURHOOD ENGAGEMENT**

(File Ref. No. 10-6450-09-01) (REDMS No. 8141557)

That the roadside enhancements to protect some of the utility poles as described in the staff report titled “River Road Traffic Assessment Update – Hamilton Neighbourhood Engagement Results”, dated August 19, 2025, from the Director, Transportation, be endorsed.

ADOPTED ON CONSENT

14. SPRINGFIELD DRIVE - TRAFFIC CALMING

(File Ref. No. 10-6450-09-01) (REDMS No. 8075853)

That Option 2 to implement two asphalt speed cushions on Springfield Drive, as described in the staff report titled “Springfield Drive - Traffic Calming”, dated August 25, 2025, from the Director, Transportation, be approved.

ADOPTED ON CONSENT

15. REUSABLE CONTAINERS REVIEW

(File Ref. No. 10-6370-01) (REDMS No. 8051784)

That Option 3, as outlined in the staff report titled “Reusable Containers Review”, dated August 18, 2025, from the Director, Public Works Operations, be approved.

ADOPTED ON CONSENT



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16. TERRA NOVA RURAL PARK HISTORIC ASSETS PHASE 2 DRAFT PROGRAM PLAN

(File Ref. No. 06-2345-20-TNRP1) (REDMS No. 7829163, 8090243)

- (1) *That the Proposed Programming Priorities and Decision Making Framework for purposes of stakeholder consultation, as outlined in the staff report titled “Terra Nova Rural Park Historic Assets Phase 2 Draft Program Plan”, dated August 25, 2025, from the Director, Parks Services, be approved;*
- (2) *That staff proceed with Phase 3 of the Terra Nova Rural Park Historical Assets Draft Program Plan, and*
- (3) *That staff further review the existing Phase Two Draft Program Plan to see if there are additional consultation groups, look at the City’s existing naming policy and naming requests that have come forward to date, and report back.*

ADOPTED ON CONSENT

17. WHARVES REGULATION BYLAW NO. 10182 AMENDMENTS

(File Ref. No. 12-8060-20-010698; 12-8060-20-010699; 06-2345-20-ILAN1) (REDMS No. 8130556, 7902220, 8133551, 8133155, 8132567, 8133475)

- (1) *That Wharves Bylaw No. 10182, Amendment Bylaw No. 10698, be introduced and given first, second and third readings; and*
- (2) *That Consolidated Fees Bylaw No. 8366, Amendment Bylaw No. 10699, be introduced and given first, second and third readings.*

ADOPTED ON CONSENT

**CONSIDERATION OF MATTERS REMOVED FROM THE
CONSENT AGENDA**



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11. APPLICATION BY BOATHOUSE DESIGN GROUP INC. FOR REZONING AT 16960 RIVER ROAD AND PID 005-478-111 FROM THE “AGRICULTURE (AG1)” ZONE TO THE “INDUSTRIAL STORAGE (IS1)” ZONE

(File Ref. No. 12-8060-20-010710, RZ 22-013271) (REDMS No. 8154033, 8152183)

R25/16-6

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10710, for the rezoning of 16960 River Road and PID 005-478-111 from the “Agriculture (AG1)” zone to the “Industrial Storage (IS1)” zone to permit Commercial Vehicle Parking and Storage, be introduced and given first reading.

The question on Resolution No. R25/16-6 was not called as in response to queries from Council, staff advised that (i) the parcel of land located to the east of the subject property is an unopened city road allowance, (ii) the Interim and Long Term Action Plan for the 16000 block of River Road was approved by Council in 2008 to help guide consideration of certain interim land uses (i.e., commercial vehicle truck parking, outdoor storage and limited light industrial development), until such a time sufficient infrastructure was available to allow for more intensified industrial use, (iii) most trucks have basins to catch runoff; however, if the basins are not used, City Bylaws will take action on a complaint basis, (iv) as part of the Environmentally Sensitive Area (ESA) Development Permit and Building Permit there will be requirements for perimeter drainage on the subject property, (v) staff will work with the Engineering department to assess any storm water runoff concerns at the previously rezoned sites within this block, and (vi) the City’s long term transportation objective for the 16000 Block of River Road is to establish a dedicated industrial service road, to meet this objective a 20.0 m wide land dedication along the site’s south edge is being secured as a rezoning consideration, consistent with similar land dedications secured in the area to the east.

Discussion ensued with respect to (i) planning infrastructure improvements to allow for better agricultural land in the subject area, and (ii) tree removal and replacement.

The question on Resolution No. R25/16-6 was then called and it was **CARRIED** with Cllr. Wolfe opposed.



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DEVELOPMENT PERMIT PANEL

- R25/16-7 18. It was moved and seconded
That the minutes for the Development Permit Panel meetings held on August 27, 2025 and September 10, 2025, be received for information.

CARRIED

ADJOURNMENT

- R25/16-8 It was moved and seconded
That the meeting adjourn (7:47 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the Regular meeting of the Council of the City of Richmond held on Monday, September 22, 2025.

Mayor (Malcolm D. Brodie)

Corporate Officer (Claudia Jesson)



City of Richmond

Memorandum Engineering and Public Works Division Transportation

To: Mayor and Councillors
From: Lloyd Bie, P.Eng.
Director, Transportation
Date: September 18, 2025
File: 10-6460-01/2025-Vol 01
Re: Proposed Commercial Truck Parking Strategies

This memorandum provides an update to the staff report titled "Proposed Commercial Truck Parking Strategies". This report was received and carried at the General Purposes Committee meeting of September 17, 2025.

In response to discussion at the meeting regarding the proposed truck parking pilot program, the industrial roads were further assessed. Additional spaces have been identified on the north side of Vulcan Way between Frontage Road and No. 6 Road. Existing driveways, fire hydrants, bus stops and railroad crossing combined with truck length and sight line issues, limit the number of available truck spots on the north side of this section of roadway, to eight. These eight spaces are in addition to the 55 truck parking spaces proposed in the staff report. This will increase the supply of the proposed pilot program to 63 truck parking spaces.

The staff report will be considered at the Regular Council meeting of September 22, 2025. Staff will be available to answer questions and receive direction, should Council wish to include Vulcan Way in the proposed pilot program.

Should you have any questions, please contact Lloyd Bie directly at 604-276-4131.

Lloyd Bie, P.Eng.
Director, Transportation

LB:sh

pc: SMT



PHOTOCOPIED

SEP 19 2025

& DISTRIBUTED CNCL - 19



General Purposes Committee

Date: Monday, October 6, 2025

Place: Anderson Room
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Chak Au (by teleconference)
Councillor Carol Day
Councillor Laura Gillanders
Councillor Kash Heed
Councillor Andy Hobbs
Councillor Alexa Loo
Councillor Bill McNulty
Councillor Michael Wolfe

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the General Purposes Committee held on September 15, 2025, be adopted as circulated.

CARRIED

DELEGATION

1. Dr. Jeff Zabudsky, BCIT President, spoke to his presentation “BCIT and the City of Richmond – Collaborating for a Vibrant and Prosperous Community” (copy on file, City Clerk’s office), and highlighted the following:
 - BCIT is one of Canada’s largest polytechnics, serving almost 50,000 (full/part time) students per year;

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- There are five campuses, offering 300+ programs and a range of credentials from entry level Certificate programs through to Master's Degrees;
- The Richmond Aerospace Technology Campus (ATC) is one of Canada's largest post-secondary aerospace trainers, providing a workforce for the thriving air sector;
- BCIT is the only post-secondary in North America offering globally recognized accreditation in all modes of transportation: air, sea, road, and rail, and the exclusive provider within BC of Avionics, Aviation Management and Operations, and Gas Turbine Technician programs;
- A new five year strategic plan, "Future Ready: Student Success for a Complex World" (copies circulated to Committee and on file, City Clerk's office), sets out the BCIT Strategic Plan 2025-2030, aligning BCIT's mission and vision to bring together industry and education for the success of the students, noting that everything done at BCIT is connected to industry, ensuring there is market demand and that there are jobs upon completion of study; and
- New to BCIT Richmond campus within the last year is BC's first-ever BC site for biomanufacturing training, a state-of-the-art centre, in partnership with the government of Canada and BC, a thriving and growing field that the Province is looking to see growth in the sector.

In response to queries from Committee, Dr. Zabudsky noted (i) given what BCIT is and how core it is to the economy of BC, the vast majority of students are from BC, with 10-11% of the total student population being international students, and (ii) on site there are operating engines where students have to maintain them and ensure they are operational.

ENGINEERING AND PUBLIC WORKS DIVISION

2. STEVESTON HIGHWAY MULTI-USE PATHWAY PROJECT – NEXT STEPS

(File Ref. No. 10-6500-01) (REDMS No. 8160500)

Staff reported the first three phases of the Steveston Highway Multi-Use Pathway (MUP) project is complete, with significant cost savings to bring forward Phase 4 to complete the project goal to the Steveston interchange, to provide a connection to the entertainment district and the future tunnel.

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In response to queries from Committee, staff noted (i) there has been some preliminary design work for consideration of the MUP link up with the Steveston interchange, with the route straight along the south side of Steveston Highway considered the preferred option, (ii) the MUP route through the industrial neighbourhood on the south side would cost slightly less but receive considerably less TransLink funding, increasing the City's cost, and (iii) there are approximately 116 trees along that portion of Steveston Highway of which 34 may be impacted, however there would be sufficient space to add 48 new trees should the 34 trees identified be removed.

Further discussion ensued with respect to the anticipated funding to complete Phase 4 of the MUP project. Staff noted (i) currently there is funding from TransLink as part of the existing project, with a further application for \$2,000,000 dedicated grant funding from TransLink anticipated for 2026, and (ii) should Phase 4 not move ahead, the remaining grant funds from TransLink would be returned.

In response to further queries from Committee, staff noted (i) a final design for the tunnel is not available at this time, but a connection from the tunnel at the east side of the new interchange, which will have bicycle facilities on it, has been designed so far and anticipated to complete by the end of November 2025, (ii) there are future long term plans (five plus years) to consider a Phase 5 to extend further east, (iii) Phase 4 MUP is anticipated to begin following completion of the Steveston interchange; currently in the design phase and will need public consultation, and (iv) it is planned for the lanes to be narrowed, consistent with the current MUP, noting the intent to undertake the project with minimal tree loss.

It was moved and seconded

- (1) *That Option 1, to amend the scope and budget of the Steveston Multi-Use Pathway Phase 3 project to include construction of Phase 4 with no additional City funding, as described in the staff report titled "Steveston Highway Multi-Use Pathway Project – Next Steps", dated September 23, 2025, from the Director, Transportation be approved;*
- (2) *That a submission to TransLink for funding as part of the 2026 Cost-Share Program for Steveston Multi-Use Pathway – Phase 3 and Phase 4 be endorsed; and*
- (3) *That the Consolidated 5 Year Financial Plan (2025-2029) be amended accordingly.*

CARRIED

Opposed: Cllrs. Day
Heed

General Purposes Committee

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The following **referral motion** was then introduced:

It was moved and seconded

That staff consider the possibility of a multi-use pathway, including road consideration, between the east side of Highway 99 to Riverport on Steveston Highway.

The question on the referral motion was not called as a brief discussion on the merits of the referral motion ensued.

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

FINANCE AND CORPORATE SERVICES DIVISION

3. **2026 COUNCIL AND COMMITTEE MEETING SCHEDULE**

(File Ref. No. 01-0105-01) (REDMS No. 8171088)

It was moved and seconded

- (1) *That the 2026 Council and Committee meeting schedule, as outlined in Attachment 2 of the staff report, dated September 19, 2025, from the Director, City Clerk's Office, be approved; and*
- (2) *That the Council Procedure Bylaw No. 7560 be varied to allow for the following revisions as detailed in the report titled "2026 Council and Committee Meeting Schedule" dated September 19, 2025, from the Director, City Clerk's Office, be approved:*
 - (a) *That the Regular Council meetings (open and closed) of August 12 and August 26, 2026 be cancelled; and*
 - (b) *That the August 18, 2026 Public Hearing be rescheduled to September 8, 2026 at 5:30 p.m. in the Council Chambers at Richmond City Hall.*

CARRIED

Opposed: Cllr. Day

General Purposes Committee
Monday, October 6, 2025

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:01 p.m.).

CARRIED

Certified a true and correct copy of the
Minutes of the meeting of the General
Purposes Committee of the Council of the
City of Richmond held on Monday,
October 6, 2025.

Mayor Malcolm D. Brodie
Chair

Lorraine Anderson
Legislative Services Associate



City of Richmond

Report to Committee

To: Finance Committee
From: Jerry Chong, CPA, CA
General Manager, Finance and Corporate Services
Date: September 23, 2025
File: 03-0975-01/2025-Vol 01
Re: **Amendments to the Consolidated 5 Year Financial Plan (2025-2029) Bylaw No. 10622**

Staff Recommendation

That the Consolidated 5 Year Financial Plan (2025-2029) Bylaw No. 10622, Amendment Bylaw No. 10709, which incorporates and puts into effect the changes as outlined in the staff report titled "Amendments to the Consolidated 5 Year Financial Plan (2025-2029) Bylaw No. 10622" dated September 23, 2025, from the General Manager, Finance and Corporate Services, be introduced and given first, second and third readings.

Jerry Chong, CPA, CA
General Manager, Finance and Corporate Services
(604-276-4064)

Att. 3

REPORT CONCURRENCE			
ROUTED TO:	CONCURRENCE		
Arts, Culture & Heritage	☒	Flood Protection Utility	☒
Building Approvals	☒	Information Technology	☒
Business Services	☒	Law	☒
Community Safety Admin	☒	Parks Services	☒
Climate & Environment	☒	Real Estate Services	☒
Community Social Development	☒	Richmond Public Library	☒
Emergency Programs	☒	Roads & Construction	☒
Environmental Services	☒	Transportation	☒
Facilities & Project Development	☒		
Fire Rescue	☒		
SENIOR STAFF REPORT REVIEW	INITIALS:	APPROVED BY CAO	

Staff Report

Origin

The Consolidated 5 Year Financial Plan (2025-2029) Bylaw No. 10622 was adopted on January 27, 2025. Included in the Consolidated 5 Year Financial Plan (5YFP) are the City's 2025 Capital, Utility and Operating Budgets. The following budget amendments are for the 2025 Capital, Utility and Operating Budgets of the City and the Richmond Public Library Budget.

This report supports Council's Strategic Plan 2022-2026 Strategy #4 Responsible Financial Management and Governance:

4.3 Foster community trust through open, transparent and accountable budgeting practices and processes.

Analysis

Subsequent to the adoption of the 5YFP, new projects and changes to previously established programs have occurred. Individual staff reports detailing the amendments in section 1 have been presented to Council for approval.

Increases to the operating, utility, and capital budget are required where expenses were not budgeted in the 5YFP. The current expenditure bylaw does not include these amounts and in order to comply with Section 173 of the *Community Charter*, the 5YFP needs to be amended to have authority to incur these expenditures. There is no tax impact for any of these amendments.

1) The Council approved amendments to the Consolidated 5 Year Financial Plan (2025-2029) presented in order of Council meeting dates, are:

a) At the Council meeting on May 27, 2024, Council approved the following:

- (1) That the proposed road safety improvement projects, as described in Attachment 2 of the staff report titled "ICBC-City of Richmond Road Improvement Program – 2024 Update," dated April 19, 2024 from the Director, Transportation, be endorsed for submission to the ICBC 2024 Road Improvement Program for consideration of cost-share funding; and*
- (2) That should the above applications be successful, the Chief Administrative Officer and General Manager, Planning and Development, be authorized to execute the cost-share agreements on behalf of the City, and that the Consolidated 5 Year Financial Plan (2024-2028) be amended accordingly.*

The City was informed on October 4, 2024 that this funding application was approved for \$445,500. This will replace the \$418,993 funded by the Roads Development Cost Charges (DCC) and \$26,507 funded by the Capital Reserve (Revolving Fund) for the Roads capital projects upon receipt of the actual grant payment.

- b) At the Closed Council meeting on June 24, 2024, Council approved an interest-free loan to Richmond Caring Place Society. On July 28, 2025 the loan agreement for \$1,300,000 was finalized. The concessionary terms of the loan are estimated to be \$415,000.
- c) At the Council meeting on October 21, 2024, Council approved the following:
 - (1) *That the scope of work related to the two grant applications to the Japanese Canadian Legacies Community Fund, for an aggregate total of up to \$1,500,000, be endorsed in principle by Council, as described in the report titled "Japanese Canadian Legacies Community Grant Opportunities," dated October 2, 2024, from the Director, Facilities and Project Development and the Director, Parks Services;*
 - (2) *That should the grant application(s) be successful, the Chief Administrative Officer and the Deputy Chief Administrative Officer be authorized to execute the agreement on behalf of the City of Richmond with the Steveston Community Society (SCS), for the contribution from SCS to the City for the Japanese Canadian Legacy Improvements work; and*
 - (3) *That a capital budget up to \$1,500,000 for the Japanese Canadian Legacy Improvements be approved and be included in the Consolidated 5 Year Financial Plan (2025-2029).*

In Q2 2025, the City was informed that \$1,185,000 of the Japanese Canadian Legacy Improvements grant was committed from the Steveston Community Society to the City. The 2025 Capital Budget for the Building program will be increased by \$700,000 and Parks program will be increased by \$485,000.

- d) At the Council meeting on October 21, 2024, Council approved the following:
 - (1) *That the application(s) to the Community Emergency Preparedness Fund, Disaster Risk Reduction – Climate Adaptation funding stream, as outlined in the staff report titled "UBCM Community Emergency Preparedness Fund: 2024/25 Disaster Risk Reduction – Climate Adaptation Grant Applications" dated September 13, 2024 from the Director, Engineering, be endorsed;*
 - (2) *That should the grant application(s) be successful, the Chief Administrative Officer and the General Manager, Engineering and Public Works, be authorized to execute funding agreements with UBCM on behalf of the City for the Drainage Pump Station Condition Assessment, Flood Protection and Rain Gauge Monitoring Stations, and Blundell Road Canal Improvement projects; and*
 - (3) *That should the grant application(s) be successful, capital projects of \$150,000 for the Drainage Pump Station Condition Assessment, \$150,000 for Flood Protection and Rain Gauge Monitoring Stations, and \$5,000,000 for Blundell Road Canal Improvement be approved with 100% funding from the external grant, as outlined in the staff report titled "UBCM Community Emergency Preparedness Fund: 2024/25*

Disaster Risk Reduction – Climate Adaptation Grant Applications” dated September 13, 2024 from the Director, Engineering, and be included in the Consolidated 5 Year Financial Plan (2025-2029) accordingly.

The City was informed on December 18, 2024 that the funding application for the Flood Protection and Rain Gauge Monitoring Stations project has been approved for \$150,000. The 2025 Capital Budget for the Infrastructure Advanced Design and Minor Public Works program will be increased by \$150,000.

e) At the Council meeting on December 18, 2024, Council approved the following:

- (1) That the submission of road, pedestrian and bicycle improvement projects as part of the TransLink 2025 Cost-Share Programs, as described in the report titled “TransLink 2025 Cost-Share Funding Applications – Transportation Projects”, dated November 18, 2024, from the Director, Transportation be endorsed;*
- (2) That the Chief Administrative Officer and General Manager, Engineering and Public Works be authorized to execute the successful funding agreements; and*
- (3) Should the grant applications be successful, the budget of the capital projects will be increased to reflect the external contributions and will be included in a Consolidated 5 Year Financial Plan accordingly.*

The City was informed that the funding application for the Cost-Share Programs has been approved for \$5,792,489, of which \$2,210,500 was already accounted for in the original budget. The 2025 Capital Budget for the Roads program will be increased by \$3,581,989.

f) At the Council meeting on February 10, 2025, Council approved the following:

- (1) That the 2025 Community Mural Program Projects as presented in the staff report titled "2025 Community Mural Program Projects", dated January 6, 2025, from the Director, Arts, Culture and Heritage Services, be approved; and*
- (2) That external contributions received for the 2025 Community Mural Program Projects be added to the project budget and included as an amendment to the Consolidated 5-Year Financial Plan (2025-2029).*

The City received \$5,000 external cash from MacNeill Secondary School for the 2025 Community Mural Program Projects. The Arts, Culture and Heritage operating budget will be increased by \$5,000 funded by external cash contributions for the 2025 Community Mural Program Projects.

g) At the Closed Council meeting on February 10, 2025, up to \$875,860 was approved for a Council directed review funded from Council provision.

h) At the Council meeting on February 24, 2025, Council approved the following:

(1) As outlined in the report titled “Additional Information on 2025 Health, Social and Safety Grant Applicants”, dated February 11, 2025, from the Director, Community Social Development:

- a. That Parish of St. Alban’s (Richmond) receive additional one-time funding of \$26,416 to support its Hamper and Community Meal Programs in keeping with the terms of the Health, Social and Safety Grant Program Guidelines;*
- b. That Church on Five receive additional one-time funding of \$85,000 to support its After Hours Outreach Program in keeping with the terms of the Health, Social and Safety Grant Program Guidelines;*
- c. That The Salvation Army receive one-time funding of \$20,000 to support its Mobile Feeding Program in keeping with the terms of the Health, Social and Safety Grant Program Guidelines; and*
- d. That Christian Addictions Recovery Ministries Society receive one-time funding of \$2,500 to support its Substance Use Prevention Program in keeping with the terms of the Health, Social and Safety Grant Program Guidelines; and*

(2) That the total additional funding of \$133,916 for implementation of these recommendations be funded from the Council Community Initiative Account and that the Consolidated 5-Year Financial Plan (2025–2029) be amended accordingly.

The Community Social Development operating budget will be increased by \$133,916 funded by the Council Community Initiative Account for additional one-time funding to various 2025 Health, Social and Safety Grant applicants.

- i) At the Closed Council meeting on April 14, 2025, Council approved a capital transaction to be funded from the Flood Protection Reserve. The 2025 Capital Budget – Flood Protection Program will be increased by \$945,000, funded by the Flood Protection Reserve.
- j) At the Council meeting on April 14, 2025, Council approved the following:
 - (1) That the replacement mural of the Arrival of the S. V Titania, as described in the staff report titled, “Arrival of the S.V. Titania Mural Proposed Relocation Options”, dated March 3, 2025, from the Director, Arts, Culture and Heritage Services, be repainted at the same location of the Steveston Hotel.*
 - (2) That funding for the proposed replication of the Arrival of the S. V. Titania mural be taken out of the Council Contingency Fund and to be replaced in full by funds from public arts reserve; and*
 - (3) That staff examine increasing the mural budget threefold for the 2026 season.*

Increase the Council Contingency Fund budget by \$30,000 funded from the Public Art Program Reserve to replenish funds advanced for the relocation of the project of the Arrival of the S.V. Titania mural.

k) At the Council meeting on May 5, 2025, Council approved the following:

- (1) That the following program options for the proposed Kaiwo Maru – King of the Sea 2026 Event as outlined in the staff report titled “Kaiwo Maru – King of the Sea 2026 Event Options Referral Response”, dated April 28, 2025, from the Director Arts, Culture and Heritage Services be approved:*
 - a. Option 1 – Base Program – Ship Visit and Educational Program;*
 - b. Additional Program Option 1 – Addition of a two day Festival;*
 - c. Additional Program Option 4 – Community Initiatives, amended to read “Funding for additional initiatives that may be recommended by the Community Advisory Committee (such as additional programming, a legacy project, or other initiative)”;*
 - d. Additional Program Option 5 – Enhanced Hosting; and*
 - e. Additional Program Option 6 – Increase boarding ticket prices, with boarding ticket prices amended to \$10 per person; and*
- (2) That one-time funding of \$1,537,070 from the Rate Stabilization Account be approved for the preferred options for the Kaiwo Maru King of the Sea 2026 Event and the Consolidated 5-Year Financial Plan (2025–2029) be amended accordingly.*

The Arts, Culture and Heritage Services operating budget will be increased by \$1,537,070 funded from the Rate Stabilization Account, with \$560,000 anticipated to be spent in 2025 and \$977,070 in 2026.

- l) At the Closed Council meeting on June 9, 2025, Council approved up to \$610,000 funded from the Rate Stabilization Account, with spending anticipated in 2025 within the Community Social Development operating budget.
- m) At the Closed Council meeting on June 23, 2025, Council approved a capital transaction to be funded from the Flood Protection Reserve. The 2025 Capital Budget – Flood Protection Program will be increased by \$222,000, funded by the Flood Protection Reserve.
- n) At the Closed Council meeting on June 23, 2025, Council approved a capital transaction to be funded from the previously Council approved capital projects and from the Capital Reserve (Industrial Use Fund). The 2025 Capital Budget – Land program will be increased by \$30,000,000 funded by the Capital Reserve (Industrial Use Fund).
- o) At the Council meeting on July 28, 2025, Council approved the following:
 - (1) That the proposed road safety improvement projects, as described in Attachment 1 of the staff report titled “ICBC-City of Richmond Road Improvement Program Update,” dated June 24, 2025, from the Director, Transportation, be endorsed for submission to the ICBC 2025 Road Improvement Program for consideration of cost-share funding; and*

(2) That should the above applications be successful, the Chief Administrative Officer and General Manager, Engineering and Public Works, be authorized to execute the cost-share agreements on behalf of the City, and that the Consolidated 5 Year Financial Plan (2025-2029) be amended accordingly.

The City was informed on April 23, 2025 that this funding application was approved for \$297,500. This will replace the \$279,799 funded by the Roads Development Cost Charges (DCC) and \$17,701 funded by the Capital Reserve (Revolving Fund) for the Roads capital projects upon receipt of the actual grant payment.

- p) At the Closed Council meeting on September 22, 2025 Council approved an increase of \$275,000 to the Fiscal operating budget funded by the Rate Stabilization Account.
- q) At the General Purposes Committee on October 6, 2025, staff will propose the following for Committee and Council's consideration:

- (1) That Option 1, to amend the scope and budget of the Steveston Multi-Use Pathway Phase 3 project to include construction of Phase 4 with no additional City funding, as described in the staff report titled "Steveston Highway Multi-Use Pathway Project – Next Steps", dated September 23, 2025, from the Director, Transportation be approved;*
- (2) That a submission to TransLink for funding as part of the 2026 Cost-Share Program for Steveston Multi-Use Pathway – Phase 3 and Phase 4 be endorsed; and*
- (3) That the Consolidated 5 Year Financial Plan (2025-2029) be amended accordingly.*

Subject to Council's approval of staff's recommendations, the 2025 Capital Budget will be amended by increasing the Roads program by \$1,425,500 funded from external grants and transferring \$1,300,000 from Steveston Highway Multi-Use Pathway, Mortfield Gate to No. 2 Road (2020) to Steveston Highway Multi-Use Pathway - Phase 3 and Phase 4 (2023). The proposed budget changes will only be implemented upon approval from Council.

- 2) Budget Amendment Policy 3001 states that changes to the Capital Budget be reported to the Finance Committee and included in the staff report when the City's 5 Year Financial Plan amendments are presented. The following amendments to the Capital Budget are funded by external contributions, transfer of existing budget resources, or funding from reserves or provisions:
 - a) i. The budget for the existing Parks program will be increased by \$15,000 funded from external contributions approved or received throughout the year that were not outlined in the previous section.
 - ii. The Consolidated 5 Year Financial Plan includes an estimate of \$20,000,000 in Contingent External Contributions for external grants and contributions that may be

approved or received throughout the year for various capital projects. Spending will only be incurred if the funding is confirmed. A total of \$6,357,489 was transferred to various capital programs to date.

- 3) The following capital budget changes were recorded since the last bylaw adoption and are summarized in the following Table 1:

	Program	Funding Sources (Project)	Project Name	Amount
3a*	Roads	Steveston Highway Multi-Use Pathway, Mortfield Gate to No. 2 Road (2020)	Steveston Highway Multi-Use Pathway – Phase 3 and Phase 4 (2023)	\$1,300
3b	Roads	Active Transportation Improvement Program (2024)	Gilbert Road Off-road Cycling Facility, Granville Avenue to Elmbridge Way (2024)	200
3c	Parks	Appropriated Surplus	Oval West Waterfront Park – Phase 1 (2012)	190
3d	Information Technology	Budget Planning & Monitoring Software Solution Phase 2 (2023)	Workforce Management (2016)	100
3e	Parks	Parks General Development (2025)	Brighthouse Park Baseball Diamond Infield Upgrade (2024)	53
3f	Flood Protection	Invasive Species Management (2020)	Invasive Species Management (2024)	35
3g	Roads	Traffic Signal Program (2020)	Traffic Signal Power Backup System (UPS) (2024)	35

* This transfer is subject to Council approval of recommendations as outlined in the report titled “Steveston Highway Multi-Use Pathway Project – Next Steps” anticipated to be presented at the General Purposes Committee on October 6, 2025.

- 4) Budget Amendment Policy 3001 states that changes to salaries be reported to the Finance Committee. The following amendments will result in no tax impact to the 2025 Operating Budget:
- Increase Community Social Development budget by \$250,000 for operating initiatives funded from appropriated surplus.
 - Reallocate \$182,242 within Roads operating budget for a 1-year temporary full-time Project Manager.
 - Increase Environmental Services budget by \$144,458 for a 1-year temporary full-time Environmental Coordinator 2 funded from General Solid Waste and Recycling provision.
 - Increase Real Estate Services budget by \$125,136 for a 1-year temporary full-time Real Estate Negotiator funded from additional rental property revenues.

- e) Increase Roads budget by \$110,000 for asphalt maintenance funded from appropriated surplus.
 - f) Increase Information Technology budget by \$90,300 for a 1-year temporary full-time Data Analyst funded from appropriated surplus.
- 5) Budget Amendment Policy 3001 states that increases in City's expenditures are only permitted where funding is from sources other than taxation and utility fees. The following amendments to the Operating and Utility Budget are funded by external grants, transfer of existing budget resources, or funding from provisions or reserve and has no tax impact.
- a) Increase Rental Properties operating budget by \$1,430,000 funded by rental property revenues for additional operating expenses as a result of acquisitions in 2025.
 - b) To reallocate \$419,300 base budget from Fiscal to Library for the portion of the Steveston Community Centre and Library OBI that is related to Library operations.
 - c) Reallocate \$325,000 within the Law and Community Safety operating budget from Policing to Fire Rescue for:
 - i. \$290,000 purchase of Non-PFAS (Per and Polyfluoroalkyl Substances) Rescue Firefighter Protective gear.
 - ii. \$35,000 payroll system enhancement consulting cost related to the 2022-2024 Richmond Firefighters' Association, Local 1286 collective agreement shift changes.
 - d) Increase Richmond Public Library operating budget by \$225,000 for various programs and initiatives previously approved by the Library Board funded from Library's General Operating Surplus.
 - e) Increase \$150,000 capital expenditure for Richmond Public Library to align with Library Board approved 2025 capital budget funded by Library surplus.
 - f) Increase Roads operating budget by \$90,000 for asphalt maintenance funded from appropriated surplus.
 - g) Increase Business Services operating budget by \$79,294 for economic development strategy consulting costs funded from appropriated surplus.
 - h) Increase Flood Protection operating budget by \$69,913 for wet materials processing at Sidaway funded from appropriated surplus.
 - i) Increase Emergency Programs operating budget by \$48,000 funded from Provincial grant for Indigenous Engagement.
 - j) Increase Building Approvals operating budget by \$46,000 funded from building permit revenues for \$36,000 Architecture, Engineering, Construction and Operations (AECO) software subscription and for \$10,000 computer equipment.

- k) Increase Arts, Culture and Heritage operating budget by \$30,000 funded from Canadian Heritage's Celebrate Canada Program grant for Steveston Salmon Festival.
- l) Increase Arts, Culture and Heritage operating budget by \$25,728 funded from workshop registration fee revenues from 2025 Richmond Children's Arts Festival.
- m) Increase General Waste and Environmental operating budget by \$15,000 funded from Provincial grant for the City's Invasive Plant Species program.
- n) Increase Arts, Culture and Heritage Services operating budget by \$13,400 funded by Ministry of Tourism, Arts, Culture, and Sport Destination Development Fund grant for Richmond Maritime Festival.
- o) Increase Community Social Development operating budget by \$12,500 funded from Government of Canada's New Horizons for Seniors Program grant to facilitate a community-based project to support seniors in Richmond.

Financial Impact

The proposed 2025-2029 budget amendments have no tax impact. Additional expenses included in the amended financial plan are funded by external sources or existing appropriations.

Table 2 summarizes the changes to operating and utility revenue and expenses. The Consolidated 5 Year Financial Plan (2025-2029) Amendment is presented in Attachment 1.

Table 2 Net Budget – Summary of Changes (in \$000's)		Ref	Amount
Net Budget as at January 27, 2025			\$116,107
Revenue			
1	TransLink Funding Program (2025)	1.e	3,582
2	Rental property revenue	5.a	1,430
3	Steveston Highway Multi-Use Pathway Project external funding	1.q	1,425
4	Japanese Canadian Legacy Improvements	1.c	1,185
5	UBCM Community Emergency Preparedness Fund grant	1.d	150
6	Rental property revenue to fund 1-year Temporary Full Time Real Estate Negotiator	4.d	125
7	Provincial grant for Indigenous Engagement	5.i	48
8	Permits from Building Approvals	5.j	46
9	ICBC Funding Programs (2024-2025)	1.a, 1.o	44
10	Federal grant for Steveston Salmon Festival	5.k	30
11	2025 Richmond Children's Arts Festival registration fees	5.l	26
12	Various Grants and External Sources for Capital Projects	2a.i	15
13	Invasive Plant Species program grant	5.m	15
14	Richmond Maritime Festival grant	5.n	13
15	Government of Canada's New Horizons for Seniors Program grant	5.o	13

Table 2 Net Budget – Summary of Changes (in \$000's)- continued		Ref	Amount
16	2025 Community Mural Program external contributions	1.f	5
17	Reallocation from estimated external grants	5.i, k, m, n, o	(119)
18	Reallocation from Contingent External Contributions	2a.ii	(6,357)
Total Revenue Amendments			1,676
Expenses			
1	Rental property operation expenses	5.a	1,430
2	Council directed review	1.g	876
3	Community Social Development operational initiative 2025/2026	1.l	610
4	Kaiwo Maru – King of the Sea 2026 Event	1.k	560
5	Reallocate Library's portion of the Steveston Community Centre and Library operation expenses	5.b	419
6	Richmond Caring Place Society loan grant for concessionary terms	1.b	415
7	Council approved increase to Fiscal operating expenses	1.p	275
8	Community Social Development operating initiatives	4.a	250
9	Library programs & initiatives funded from general operating surplus	5.d	225
10	Roads Asphalt Maintenance	4.e, 5.f	200
11	1-year Temporary Full Time Environmental Coordinator 2	4.c	145
12	2025 Health, Social and Safety Grants	1.h	134
13	1-year Temporary Full Time Real Estate Negotiator	4.d	125
14	1-year Temporary Full Time IT Data Analyst	4.f	90
15	Business Services economic development strategy consulting	5.g	79
16	Flood Protection wet materials processing at Sidaway	5.h	70
17	Provincial grant for Indigenous Engagement	5.i	48
18	Building Approvals software subscription and computer equipment	5.j	46
19	Relocation of the Arrival of the S.V. Titania mural	1.j	30
20	Federal grant for Steveston Salmon Festival	5.k	30
21	2025 Richmond Children's Arts Festival program expenses	5.l	26
22	Invasive Plant Species program expenses	5.m	15
23	Richmond Maritime Festival expenses	5.n	13
24	Government of Canada's New Horizons for Seniors Program grant	5.o	13
25	2025 Community Mural Program funded by external contributions	1.f	5
26	Reallocate Roads operating budget for 1-year TFT Project Manager	4.b	-
27	Reallocate Law and Community Safety operating budgets	5c.i-ii	-
28	Reallocation from estimated external grants	5.i, k, m, n, o	(119)
Total Expenses Amendments			6,010
NET AMENDMENT			(4,334)
Total Amended 2025 Net Budget			\$111,773

Table 3 summarizes the changes to the Capital Budget. The Amended Capital Plan Funding Sources for 2025-2029 is presented in Attachment 2 and the Amended Capital Plan Summary for 2025-2029 are presented in Attachment 3.

Table 3 Capital Budget – Summary of Changes (in \$000's)		Ref	Amount
City Capital Budget as at January 27, 2025			\$156,451
1	Japanese Canadian Legacy Improvements	1.c, 2a.ii	1,185
2	UBCM Community Emergency Preparedness Fund	1.d, 2a.ii	150
3	TransLink Funding Program (2025)	1.e, 2a.ii	3,582
4	ICBC Funding Programs (2024-2025)	1.a, 1.o	-
5	Diking Land Acquisition	1.i	945
6	Diking Land Acquisition	1.m	222
7	Strategic Real Estate Acquisition	1.n	30,000
8	Steveston Highway Multi-Use Pathway Project	1.q, 2a.ii	1,425
9	Various Grants and External Sources for Capital Projects	2a.i, 2a.ii	15
10	Contingent External Contributions	2a.ii	(6,357)
11	Net Changes in Capital Budget Reallocations	3.a-g	190
Sub-total			31,357
Total Amended 2025 City Capital Budget			\$187,808

The Consolidated 5 Year Financial Plan (2025-2029) Bylaw No. 10622, Amendment Bylaw No. 10709 is included.

Conclusion

Staff recommend that Council approve the 2025 Capital, Operating, Utility and Richmond Public Library Budget amendments to the Consolidated 5 Year Financial Plan Bylaw. The proposed 2025 budget amendments have no tax impact.

Table 4 summarizes the amendment changes to the Consolidated 5 Year Financial Plan Bylaw.

Table 4 Summary of Changes (in \$000's)		Reference	2025 Budget Changes
Revenue			
	Sales of Services	4.d, 5.a, 1	\$1,581
	Provincial and Federal Grants	5.i, k, m, n, o	119
	Other Revenue	1.f, Table 2 #28	(114)
	Licenses and Permits	5.j	46
	Development Cost Charges	1.a, 1.o	(699)
	Other Capital Funding Sources	1.a, 1.o	743
Total Revenue Amendments			1,676
Expenses			
	Law and Community Safety	5.c, i	48
	Parks, Recreation and Culture	1.f, k, 5.k, l, n	634
	Engineering and Public Works	4.b, e, 5.f	200

Table 4 Summary of Changes (in \$000's) – continued	Reference	2025 Budget Changes
Planning and Development Services	1.l, 4.a, 5.j, o	919
Finance and Corporate Services	4.d, f, 5.g	295
Fiscal	1.b, g, h, j, p, 5.a, Table 2 #28	3,041
Utility Budget		
Sanitation and Recycling Utility	4.c, 5.m	159
Flood Protection Utility	5.h	70
Richmond Public Library	5.b, d	644
Total Expense Amendments		6,010
Net Changes		(4,334)
Transfers		
Bylaw 7812 S.1.1.1 (j)	1.j	(30)
Transfer To (From) Surplus	1.b, g, h, k, l, p, 4.a, c, e, f, 5.b, d, e, f, g, h	(4,498)
Capital Expenditures - Current Year	Table 3	31,357
Capital Expenditures - Richmond Public Library	5.e	150
Capital Funding	1.a, 1.o, Table 3	(31,313)
Total Transfers/Amortization Amendments		(4,334)
Balanced Budget		\$-

As required in Section 166 of the *Community Charter*, staff will conduct a process of public consultation prior to bylaw adoption, which is anticipated to be October 27, 2025.



Mike Ching, CPA, CMA
Director, Finance
(604-276-4137)

MC:gh

- Att. 1: Amended Revenue, Expenses and Transfers (2025-2029)
2: Amended Capital Plan Funding Sources (2025-2029)
3: Amended 5 Year Capital Plan Summary (2025-2029)

CITY OF RICHMOND
CONSOLIDATED 5 YEAR FINANCIAL PLAN (2025-2029)
AMENDED REVENUE AND EXPENSES
(In \$000's)

	2025 Amended Budget	2026 Amended Plan	2027 Plan	2028 Plan	2029 Plan
Revenue:					
Taxation and Levies	327,170	344,693	362,618	381,740	400,681
Utility Fees	172,472	180,055	187,852	196,058	204,573
Sales of Services	62,959	62,740	64,035	65,377	66,699
Provincial and Federal Grants	31,515	23,251	23,747	13,824	13,696
Investment Income	30,636	22,876	21,169	20,371	17,976
Other Revenue	16,414	16,600	16,805	16,945	17,089
Payments In Lieu of Taxes	15,001	15,451	15,914	16,407	16,916
Licenses and Permits	14,060	14,302	14,588	14,895	15,207
Gaming Revenue	11,500	11,500	11,500	11,500	11,500
Developer Contributed Assets	62,803	62,803	62,803	62,803	62,803
Development Cost Charges	16,048	24,410	26,062	20,862	18,380
Other Capital Funding Sources	21,559	16,644	15,186	10,100	10,100
	\$782,137	\$795,325	\$822,279	\$830,882	\$855,620
Expenses:					
Law and Community Safety	171,593	175,447	182,904	191,307	199,810
Parks, Recreation and Culture	87,294	82,419	84,481	86,777	89,155
Engineering and Public Works	78,484	77,707	79,708	81,168	82,760
Planning and Development Services	45,098	31,071	31,989	23,854	24,525
Finance and Corporate Services	34,788	33,735	35,380	35,972	37,219
Corporate Administration	12,924	12,479	12,927	13,335	13,759
Fiscal	33,643	28,463	29,710	31,145	32,811
Debt Interest	3,931	3,931	3,931	3,931	3,931
Utility Budget					
Sanitary Sewer Utility	63,739	66,393	69,238	72,193	75,290
Water Utility	56,046	57,927	60,221	62,561	65,008
Sanitation and Recycling Utility	26,844	26,740	27,394	28,343	29,329
Flood Protection Utility	21,315	21,550	21,871	22,168	22,472
Richmond Olympic Oval Corporation	20,963	21,492	21,942	22,401	22,872
Richmond Public Library	13,702	12,979	13,750	14,089	14,437
	\$670,364	\$652,333	\$675,446	\$689,244	\$713,378
Annual Surplus	\$111,773	\$142,992	\$146,833	\$141,638	\$142,242

CITY OF RICHMOND
CONSOLIDATED 5 YEAR FINANCIAL PLAN (2025-2029)
AMENDED TRANSFERS
(In \$000's)

	2025 Amended Budget	2026 Amended Plan	2027 Plan	2028 Plan	2029 Plan
Transfers:					
Debt Principal	3,710	3,835	3,967	4,103	4,244
Transfer To Reserves	109,720	108,455	112,307	116,979	120,691
Transfer from Reserves to fund					
Operating Reserve Programs:					
Bylaw 8206	(400)	(400)	(400)	(400)	(400)
Bylaw 8877	(110)	(10)	(10)	-	-
Bylaw 7812 S.1.1.1 (a)	(525)	(525)	(525)	(525)	(525)
Bylaw 7812 S.1.1.1 (d)	(50)	(50)	(50)	(50)	(50)
Bylaw 7812 S.1.1.1 (j)	(387)	(170)	(170)	(170)	(170)
Operating Reserves - Prior Years	(7,125)	-	-	-	-
Transfer To (From) Surplus	(10,861)	10,133	9,798	10,078	9,314
Capital Expenditures - Current Year	187,808	217,755	131,247	145,679	134,086
Capital Expenditures - Prior Years	279,031	276,253	309,762	318,615	319,497
Capital Expenditures - Developer	62,803	62,803	62,803	62,803	62,803
Contributed Assets					
Capital Expenditures - Richmond Public Library	760	610	610	610	610
Capital Funding	(512,601)	(535,697)	(482,506)	(516,084)	(507,858)
Transfers/Amortization offset:	\$111,773	\$142,992	\$146,833	\$141,638	\$142,242
Balanced Budget	\$-	\$-	\$-	\$-	\$-
Tax Increase	5.86%	4.50%	4.32%	4.42%	4.17%

CITY OF RICHMOND
CONSOLIDATED 5 YEAR FINANCIAL PLAN
AMENDED CAPITAL PLAN FUNDING SOURCES (2025-2029)
(In \$000's)

DCC Reserves	2025 Amended	2026	2027	2028	2029
Drainage DCC	3,597	3,422	4,677	6,309	4,927
Parks Acquisition DCC	-	4,703	4,703	4,703	3,762
Parks Development DCC	1,740	3,057	1,740	1,082	1,599
Roads DCC	9,002	11,145	14,437	8,417	6,631
Sanitary DCC	207	658	-	-	-
Water DCC	1,502	1,425	505	351	1,461
Total DCC	\$16,048	\$24,410	\$26,062	\$20,862	\$18,380
Statutory Reserves					
Capital Building and Infrastructure	24,050	69,800	19,226	25,150	27,500
Capital Reserve	45,730	23,010	14,895	19,228	14,959
Capstan Station	300	2,000	-	-	-
Drainage Improvement	4,508	-	-	-	-
Equipment Replacement	5,547	5,964	4,217	5,688	4,054
Flood Protection	21,508	28,430	20,715	22,261	24,441
Sanitary Sewer	5,948	5,987	5,830	5,126	-
Sanitary Sewer BL10401	1,893	7,675	1,000	6,413	7,050
Water Supply	1,100	10,225	900	10,078	12,130
Watermain Replacement	8,704	8,923	8,988	5,811	-
Total Statutory Reserves	\$119,288	\$162,014	\$75,771	\$99,755	\$90,134
Other Sources					
Enterprise Fund	4,325	490	490	490	490
Grant and Developer Contribution	21,559	16,644	15,186	10,100	10,100
Other Sources	22,938	11,888	11,372	11,947	12,715
Rate Stabilization Account	2,460	-	-	-	-
Sewer Levy Stabilization	360	268	300	311	381
Solid Waste and Recycling	400	300	300	300	300
Water Levy Stabilization	430	1,741	1,766	1,914	1,586
Total Other Sources	\$52,472	\$31,331	\$29,414	\$25,062	\$25,572
Total Capital Program	\$187,808	\$217,755	\$131,247	\$145,679	\$134,086

CITY OF RICHMOND
AMENDED 5 YEAR CAPITAL PLAN SUMMARY (2025-2029)
(In \$000's)

	2025 Amended Budget	2026	2027	2028	2029
Infrastructure Program					
Roads	23,386	24,191	26,644	16,309	16,686
Flood Protection	28,673	36,020	24,156	26,885	27,304
Water	9,056	10,134	10,779	10,215	13,977
Sanitary Sewer	5,670	6,500	5,600	5,700	5,800
Infrastructure Advanced Design and Minor Public Works	6,693	4,370	4,666	5,135	5,514
Total Infrastructure Program	\$73,478	\$81,215	\$71,845	\$64,244	\$69,281
Building Program					
Building	17,950	76,000	22,500	44,700	31,500
Heritage	10,500	21,800	500	-	-
Total Building Program	\$28,450	\$97,800	\$23,000	\$44,700	\$31,500
Parks Program					
Parkland	-	5,000	5,000	5,000	4,000
Parks	5,440	4,800	4,550	3,830	3,600
Total Parks Program	\$5,440	\$9,800	\$9,550	\$8,830	\$7,600
Land Program	\$41,000	\$10,000	\$10,000	\$10,000	\$10,000
Equipment Program					
Vehicle	3,497	2,981	4,868	4,030	4,433
Fire Vehicle	5,287	3,005	-	97	302
Equipment	11,916	1,164	680	3,050	550
Total Equipment Program	\$20,700	\$7,150	\$5,548	\$7,177	\$5,285
Information Technology Program	\$5,097	\$1,790	\$1,304	\$728	\$420
Contingent External Contributions	\$13,643	\$10,000	\$10,000	\$10,000	\$10,000
Total Capital Program	\$187,808	\$217,755	\$131,247	\$145,679	\$134,086



**Consolidated 5 Year Financial Plan (2025-2029) Bylaw No. 10622,
Amendment Bylaw No. 10709**

The Council of the City of Richmond enacts as follows:

1. Schedule "A", Schedule "B", and Schedule "C" of the Consolidated 5 Year Financial Plan (2025-2029) Bylaw No. 10622, are deleted and replaced with Schedule "A", Schedule "B", and Schedule "C" attached to and forming part of this amendment bylaw.
2. This Bylaw is cited as "**Consolidated 5 Year Financial Plan (2025-2029) Bylaw No. 10622, Amendment Bylaw No. 10709**".

FIRST READING

SECOND READING

THIRD READING

ADOPTED

CITY OF RICHMOND
APPROVED for content by originating
<i>MC</i>
APPROVED for legality by Solicitor
<i>LH</i>

MAYOR

CORPORATE OFFICER

SCHEDULE A:

CITY OF RICHMOND
CONSOLIDATED 5 YEAR FINANCIAL PLAN (2025-2029)
AMENDED REVENUE AND EXPENSES
(In \$000's)

	2025 Amended Budget	2026 Amended Plan	2027 Plan	2028 Plan	2029 Plan
Revenue:					
Taxation and Levies	327,170	344,693	362,618	381,740	400,681
Utility Fees	172,472	180,055	187,852	196,058	204,573
Sales of Services	62,959	62,740	64,035	65,377	66,699
Provincial and Federal Grants	31,515	23,251	23,747	13,824	13,696
Investment Income	30,636	22,876	21,169	20,371	17,976
Other Revenue	16,414	16,600	16,805	16,945	17,089
Payments In Lieu of Taxes	15,001	15,451	15,914	16,407	16,916
Licenses and Permits	14,060	14,302	14,588	14,895	15,207
Gaming Revenue	11,500	11,500	11,500	11,500	11,500
Developer Contributed Assets	62,803	62,803	62,803	62,803	62,803
Development Cost Charges	16,048	24,410	26,062	20,862	18,380
Other Capital Funding Sources	21,559	16,644	15,186	10,100	10,100
	\$782,137	\$795,325	\$822,279	\$830,882	\$855,620
Expenses:					
Law and Community Safety	171,593	175,447	182,904	191,307	199,810
Parks, Recreation and Culture	87,294	82,419	84,481	86,777	89,155
Engineering and Public Works	78,484	77,707	79,708	81,168	82,760
Planning and Development Services	45,098	31,071	31,989	23,854	24,525
Finance and Corporate Services	34,788	33,735	35,380	35,972	37,219
Corporate Administration	12,924	12,479	12,927	13,335	13,759
Fiscal	33,643	28,463	29,710	31,145	32,811
Debt Interest	3,931	3,931	3,931	3,931	3,931
Utility Budget					
Sanitary Sewer Utility	63,739	66,393	69,238	72,193	75,290
Water Utility	56,046	57,927	60,221	62,561	65,008
Sanitation and Recycling Utility	26,844	26,740	27,394	28,343	29,329
Flood Protection Utility	21,315	21,550	21,871	22,168	22,472
Richmond Olympic Oval Corporation	20,963	21,492	21,942	22,401	22,872
Richmond Public Library	13,702	12,979	13,750	14,089	14,437
	\$670,364	\$652,333	\$675,446	\$689,244	\$713,378
Annual Surplus	\$111,773	\$142,992	\$146,833	\$141,638	\$142,242

SCHEDULE A (CONT'D):

CITY OF RICHMOND
CONSOLIDATED 5 YEAR FINANCIAL PLAN (2025-2029)
AMENDED TRANSFERS
(In \$000's)

	2025 Amended Budget	2026 Amended Plan	2027 Plan	2028 Plan	2029 Plan
Transfers:					
Debt Principal	3,710	3,835	3,967	4,103	4,244
Transfer To Reserves	109,720	108,455	112,307	116,979	120,691
Transfer from Reserves to fund					
Operating Reserve Programs:					
Bylaw 8206	(400)	(400)	(400)	(400)	(400)
Bylaw 8877	(110)	(10)	(10)	-	-
Bylaw 7812 S. 1.1.1 (a)	(525)	(525)	(525)	(525)	(525)
Bylaw 7812 S. 1.1.1 (d)	(50)	(50)	(50)	(50)	(50)
Bylaw 7812 S. 1.1.1 (j)	(387)	(170)	(170)	(170)	(170)
Operating Reserves – Prior Years	(7,125)	-	-	-	-
Transfer To (From) Surplus	(10,861)	10,133	9,798	10,078	9,314
Capital Expenditures - Current Year	187,808	217,755	131,247	145,679	134,086
Capital Expenditures - Prior Years	279,031	276,253	309,762	318,615	319,497
Capital Expenditures – Developer	62,803	62,803	62,803	62,803	62,803
Contributed Assets					
Capital Expenditures - Richmond Public Library	760	610	610	610	610
Capital Funding	(512,601)	(535,697)	(482,506)	(516,084)	(507,858)
Transfers/Amortization offset:	\$111,773	\$142,992	\$146,833	\$141,638	\$142,242
Balanced Budget	\$-	\$-	\$-	\$-	\$-
Tax Increase	5.86%	4.50%	4.32%	4.42%	4.17%

SCHEDULE B:

**CITY OF RICHMOND
CONSOLIDATED 5 YEAR FINANCIAL PLAN
AMENDED CAPITAL PLAN FUNDING SOURCES (2025-2029)
(In \$000's)**

DCC Reserves	2025 Amended	2026	2027	2028	2029
Drainage DCC	3,597	3,422	4,677	6,309	4,927
Parks Acquisition DCC	-	4,703	4,703	4,703	3,762
Parks Development DCC	1,740	3,057	1,740	1,082	1,599
Roads DCC	9,002	11,145	14,437	8,417	6,631
Sanitary DCC	207	658	-	-	-
Water DCC	1,502	1,425	505	351	1,461
Total DCC	\$16,048	\$24,410	\$26,062	\$20,862	\$18,380
Statutory Reserves					
Capital Building and Infrastructure	24,050	69,800	19,226	25,150	27,500
Capital Reserve	45,730	23,010	14,895	19,228	14,959
Capstan Station	300	2,000	-	-	-
Drainage Improvement	4,508	-	-	-	-
Equipment Replacement	5,547	5,964	4,217	5,688	4,054
Flood Protection	21,508	28,430	20,715	22,261	24,441
Sanitary Sewer	5,948	5,987	5,830	5,126	-
Sanitary Sewer BL10401	1,893	7,675	1,000	6,413	7,050
Water Supply	1,100	10,225	900	10,078	12,130
Watermain Replacement	8,704	8,923	8,988	5,811	-
Total Statutory Reserves	\$119,288	\$162,014	\$75,771	\$99,755	\$90,134
Other Sources					
Enterprise Fund	4,325	490	490	490	490
Grant and Developer Contribution	21,559	16,644	15,186	10,100	10,100
Other Sources	22,938	11,888	11,372	11,947	12,715
Rate Stabilization Account	2,460	-	-	-	-
Sewer Levy Stabilization	360	268	300	311	381
Solid Waste and Recycling	400	300	300	300	300
Water Levy Stabilization	430	1,741	1,766	1,914	1,586
Total Other Sources	\$52,472	\$31,331	\$29,414	\$25,062	\$25,572
Total Capital Program	\$187,808	\$217,755	\$131,247	\$145,679	\$134,086

SCHEDULE C:

**CITY OF RICHMOND
CONSOLIDATED 5 YEAR FINANCIAL PLAN (2025-2029)
AMENDED STATEMENT OF POLICIES AND OBJECTIVES**

Revenue Proportions By Funding Source

Property taxes are the largest portion of revenue for any municipality. Taxes provide a stable and consistent source of revenue for many services that are difficult or undesirable to fund on a user-pay basis. These include services such as community safety, general government, libraries and park maintenance.

Objective:

- Maintain revenue proportion from property taxes at current level or lower.

Policies:

- Tax increases will be at CPI + 1% for transfers to reserves.
- Annually, review and increase user fee levels by consumer price index (CPI).
- Any increase in alternative revenues and economic development beyond all financial strategy targets can be utilized for increased levels of service or to reduce the tax rate.

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2025.

Table 1:

Funding Source	% of Total Revenue
Property Taxes	48.3%
User Fees	25.3%
Sales of Services	9.2%
Provincial and Federal Grants	4.6%
Investment Income	4.5%
Payments in Lieu of Taxes	2.2%
Licenses and Permits	2.1%
Gaming Revenue	1.7%
Other	2.4%
Total Operating and Utility Funding Sources	100.0%

SCHEDULE C (CONT'D):

**CITY OF RICHMOND
CONSOLIDATED 5 YEAR FINANCIAL PLAN (2025-2029)
AMENDED STATEMENT OF POLICIES AND OBJECTIVES**

Distribution of Property Taxes

Table 2 provides the 2025 distribution of property tax revenue among the property classes.

Objective:

- Maintain the City's business to residential tax ratio in the middle in comparison to other municipalities. This will ensure that the City will remain competitive with other municipalities in attracting and retaining businesses.

Policies:

- Regularly review and compare the City's tax ratio between residential property owners and business property owners relative to other municipalities in Metro Vancouver.

Table 2: (Based on the 2025 Revised Roll figures)

Property Class	% of Tax Burden
Residential (1)	57.39%
Business (6)	32.42%
Light Industry (5)	8.28%
Others (2,3,4,8 & 9)	1.91%
Total	100.00%

Permissive Tax Exemptions**Objective:**

- Council passes the annual permissive exemption bylaw to exempt certain properties from property tax in accordance with guidelines set out by Council Policy and the *Community Charter*. There is no legal obligation to grant exemptions.
- Permissive exemptions are evaluated with consideration to minimizing the tax burden to be shifted to the general taxpayer.

Policy:

- Exemptions are reviewed on an annual basis and are granted to those organizations meeting the requirements as set out under Council Policy 3561 and Sections 220 and 224 of the *Community Charter*.



City of Richmond

Report to Committee

To: Finance Committee

Date: September 23, 2025

From: Mike Ching
Director, Finance

File: 03-1240-01/2025-Vol
01

Re: Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10702

Staff Recommendation

That the Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10702 be introduced and given first, second and third readings.

Mike Ching, CPA, CMA
Director, Finance
(604-276-4137)

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Arts, Culture & Heritage Services	☒	
Building Approvals	☒	
Business Licences	☒	
Business Services	☒	
City Clerk	☒	
Climate and Environment	☒	
Community Bylaws	☒	
Development Applications	☒	
Engineering	☒	
Fire Rescue	☒	
Parks Services	☒	
Policy Planning	☒	
RCMP	☒	
SENIOR STAFF REPORT REVIEW		
		APPROVED BY CAO

Staff Report

Origin

Council adopted the Consolidated Fees Bylaw No. 8636 in 2011 to combine the majority of the City's fees and charges into one bylaw for ease of review and adjustment to Consumer Price Index (CPI) increases. As part of the City's Long Term Financial Management Strategy Policy 3707, fees and charges are adjusted annually based on projected Vancouver CPI increases.

This report supports Council's Strategic Plan 2022-2026 Focus Area #4 Responsible Financial Management and Governance:

Responsible financial management and efficient use of public resources to meet the needs of the community.

4.1 Ensure effective financial planning to support a sustainable future for the City.

4.2 Seek improvements and efficiencies in all aspects of City business.

4.3 Foster community trust through open, transparent and accountable budgeting practices and processes.

Analysis

The most recent forecast, prepared by the Conference Board of Canada, indicates that Vancouver's CPI will increase by 1.90% from 2025 to 2026. The forecast CPI increase may change, and staff will continue to monitor for any changes.

In keeping with prior years' practices, fee adjustments greater than \$100.00 are rounded to the nearest \$1.00, fee adjustments less than \$100.00 are rounded to the nearest \$0.25, and fee adjustments less than \$1.00 are rounded to the nearest \$0.05.

All fees in the attached Amendment Bylaw No. 10702 are effective January 1, 2026, and are adjusted to the proposed 1.90% increase with the following exceptions, at the request of the respective stakeholders:

1. Schedule – Animal Control

A new fee for Maintenance of Dangerous Dogs is being added to this schedule. Impounded dangerous dogs are required specialized handling and care, including the involvement of trained personnel. The cost of their care while in the shelter is higher than that of non-dangerous dogs. A comparison with regional peers shows that it is common practice to differentiate between standard and dangerous dog maintenance fees. The recommended fee is \$35 per day, based on a best practice review.

2. Schedule - Archives and Records

Photocopying and printing fees to remain unchanged at \$0.35 per page for black and white copies, and \$0.50 per page for colour copies.

Scanned electronic copies of a paper record to remain unchanged at \$0.50 per page for both black and white and colour copies.

Scanned images to remain unchanged at \$21.25 for each image.

Other similar institutions' fees support the proposed recommendations above. Keeping the rates at the same level of 2025 ensures that the reproduction of records does not become unaffordable to the general public who have a right to access and obtain copies of government and community records in our custody and care.

The Building Record Request Fees were introduced to the Consolidated Fees Bylaw in 2025 for the first time. The administration fee was phased in at \$20 in 2025 and now to \$30 in 2026. This phased-in increase over the past two years has allowed the public to continue purchasing records without a sudden financial impact. The City now aligns within the municipal market, and future year fees will increase based on the CPI increase.

3. Schedule – Development Application Fees

The incremental fee for subsequent landscape inspections fee has been increased to \$150 from \$148 to bring the incremental rate in-line with the base rate fee (\$150). These two rates have historically been in-line with each other.

4. Schedule – Filming Applications and Fees

Based on analysis of filming fees in neighbouring municipalities, and in order to remain consistent and competitive in the region, three new fees are added to the Filming Application and Fees Schedule as follows:

Description	Fee
Film Regulation Hours Extension Fee	\$200.00 per day
Road Use Fee	\$200.00 per road
Administrative Fee	20% for cost recovery

5. Schedule – Parking (Off Street) Regulations

EV Meter Charging rates have been realigned to match BC Hydro, who recently updated their fee structure with an increase based on cost recovery rather than CPI. The 2026 rate increase is 3.75% from 2025 rather than the 1.90% CPI increase as shown below:

Description	2025 Rate	2026 Rate	% Change
Level 2 Charging Session Metered Rate	\$ 0.2865	\$ 0.2972	3.75%
Level 3 Charging Session Metered Rate	\$ 0.3479	\$ 0.3609	3.75%

These fees are also reflected in item 11 on page 5 under Schedule – Use of City Streets.

Watercraft Parking Fees will remain unchanged from 2025. The necessary site improvements, including dredging of the boat launch, have not yet taken place. Fees will continue with annual CPI increases once the improvements have been completed.

6. Schedule – Playing Field User Fees

Artificial Turf Infield and Sand Turf Outfield (with lights) fees were adopted by Council on April 28, 2025. The fees have not been in place for one full year as the fields have just recently opened. The fees therefore will remain unchanged from 2025 to 2026 as shown below:

<u>Artificial Turf Infield and Sand Turf Outfield (With Lights)</u>		
Commercial (all ages)		
<i>Full size</i>	\$65.25	per hour
<i>Infield Only</i>	\$35.75	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$59.25	per hour
<i>Infield Only</i>	\$35.75	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$23.50	per hour
<i>Infield Only</i>	\$14.75	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$43.25	per hour
<i>Infield Only</i>	\$24.75	per hour

7. Schedule – Property Tax Fees

Two new rates are being added for the 2026 year. A new table titled ‘Property Tax Administration Fees’ has been added as follows:

Property Tax Administration Fees

Description	Fee
Electronic Payment Error – Transfer to Correct Folio/Account	\$15.00
Refund* – amount must be over \$50	\$25.00

**Note: Pre-Authorized Payments are excluded from being refunded.*

Based on a review of other municipalities charging similar fees, their fees range between \$10 to \$25 for transfers, and between \$25 and \$30 for refunds. Richmond will introduce these fees at the lower end of the range in order to remain consistent and competitive within the region.

Administration fees are a cost recovery for staff’s processing time in both investigating and processing transfers and issuing refunds.

The Tax Sale Registration Fee is to remain unchanged at \$184. In recent years, this fee has seen increases bi-annually rather than annually; the last increase took place in 2025. A bi-annual increase supports the intent of this fee, which is to reduce crowds attending the tax sale and to restrict attendance to only serious bidders.

8. Schedule – Publication Fees

The Traffic Camera Video Recording Search Fee to remain at \$403 for 2026. Currently, only the City of Surrey is offering a comparable program, and their fee is set at \$360. Maintaining the fee structure for 2026 will avoid a risk of overcharging for this service.

9. Schedule – RCMP Document Fees

Volunteer Criminal Record Checks to remain at \$25, as Richmond is still the highest in the region.

10. Schedule - Soil Deposit and Removal

Fees in this schedule that are indexed to per cubic meter have a rate increase of \$0.02 rather than \$0.25, as volumes can be in the tens of thousands of meters for projects that are moving large volumes.

11. Schedule – Use of City Streets

EV Meter Charging rates have been realigned to match BC Hydro who recently updated their fee structure with an increase based on cost recovery rather than CPI. The 2026 rate increase is 3.75% from 2025 rather than the 1.90% CPI increase as shown below.

Description	2025 Rate	2026 Rate	% Change
Level 2 Charging Session Metered Rate	\$ 0.2865	\$ 0.2972	3.75%
Level 3 Charging Session Metered Rate	\$ 0.3479	\$ 0.3609	3.75%

These fees are also reflected in item 5 on page 3 under Schedule – Parking (Off Street) Regulations.

12. Schedule – Wharves Regulation

A new fee for Commercial Vessel Docking at Imperial Landing was presented to Council on September 22, 2025, for first, second and third readings. As such, the rates will remain unchanged from 2025 to 2026.

Financial Impact

Fee increases assist in offsetting the increased costs associated with each respective service. It is estimated that the proposed rate increases to the Consolidated Fees Bylaw for 2026 will generate approximately \$386,000 in additional revenue.

Conclusion

That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10702 be introduced and given first, second and third readings.

A handwritten signature in blue ink, appearing to read 'AZanardo', is positioned above the printed name.

Angela Zanardo
Manager, Revenue
(604-276-4392)

AZ:az



Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10702

The Council of the City of Richmond enacts as follows:

- 1) The Consolidated Fees Bylaw No. 8636, as amended, is further amended:

By deleting, in their entirety, the schedules attached to Bylaw No. 8636, as amended, and substituting the schedules attached to and forming part of this Bylaw.
- 2) This Bylaw comes into force and effect on January 1, 2026.
- 3) This Bylaw is cited as **“Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10702”**.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

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

SCHEDULE – ANIMAL CONTROL REGULATION**Animal Control Regulation Bylaw No. 7932****Cat Breeding Permit Fee**

Section 2.2

Description	Fee
Cat breeding permit for three years	\$49.25

Impoundment Fees

Section 8

Description	Fee
1st time in any calendar year	
Neutered male or spayed female dog	\$56.50
Non-neutered male or unspayed female dog	\$170.00
Dangerous Dog*	\$689.00
2nd time in any calendar year	
Neutered male or spayed female dog	\$113.00
Non-neutered male or unspayed female dog	\$350.00
Dangerous Dog*	\$1,347.00
3rd time and subsequent times in any calendar year	
Neutered male or spayed female dog	\$350.00
Non-neutered male or unspayed female dog	\$689.00
Dangerous Dog*	\$1,347.00
Bird	\$8.75
Domestic farm animal	\$83.75
<i>Impoundment fee also subject to transportation costs</i>	
Other animal	\$42.50
<i>Impoundment fee also subject to transportation costs</i>	

*Subject to 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.

Maintenance Fees

Section 8

Description	Fee
Dog	\$18.50
Dangerous Dog	\$35.00
Cat	\$18.50
Bird	\$5.75
Domestic farm animal	\$42.50
Other animal	\$15.25

Note: For all 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**

Description	Fee	Units
<u>Copying Records</u>		
<i>Note: careful consideration will be given to requests for copying of fragile archival records. The City will not copy records if there is the possibility that an original record could be damaged during the copying process.</i>		
Photocopying and printing (First 4 pages free)	\$0.35 \$0.50	per b+w page per colour page
Scanned electronic copy of a paper record	\$0.50	per b+w or colour page
Digitization of audio recording	(actual cost)	per audio file
<u>Photograph Reproductions</u>		
Scanned image (each)	\$21.25	

**Archives
Research Service Fee**

Description	Fee	Unit
Commercial Research Service Fee	\$55.50	per hour

Note: Rush orders available at additional cost; discounts on reproduction fees available to students, seniors, and members of the Friends of the Richmond Archives.

**Archives
Tax Search Fees**

Description	Fee
<u>Tax Searches and Printing of Tax Records</u>	
Searches ranging from 1 to 5 years	\$36.25
Each year greater than 5 years	\$8.75

**Archives and Records
Preliminary Site Investigation**

Description	Fee
Active Records Check Survey (per civic address searched)	\$280.00

Records**Building Records Request Fees**

Description	Fee	Units
Administration Fee	\$30.00	per request
Each Copy Requested (Printed)	\$5.50	per page
Each File Requested (Electronic)	\$5.50	per file
Large File Charge	\$12.25	per request

SCHEDULE – BILLING AND RECEIVABLES**Billing and Receivables****Receivables Fees**

Description	Fee
Administrative charges for cost recovery billings undertaken for arm's length third parties	(20% of actual cost)
Non-Sufficient Fund (NSF) charges	\$42.00

SCHEDULE – BOARD OF VARIANCE**Board of Variance Bylaw No. 9259****Application Fees**

Section 3.1.2(c), 3.2.3

Description	Fee
Application for order under section 540 of <i>Local Government Act</i> [Variance or exemption to relieve hardship]	\$791.00
Application for order under section 543 of <i>Local Government Act</i> [Exemption to relieve hardship from early termination of land use contract]	\$791.00
Application for order under section 544 of <i>Local Government Act</i> [Extent of damage preventing reconstruction as non-conforming use]	\$791.00
Fee for notice of new hearing due to adjournment by applicant	\$188.00
Board of Variance Meeting Notices- Board of Variance Applications (Section 3.1.6(a))	\$2.25 per address identified

SCHEDULE – BOULEVARD AND ROADWAY PROTECTION AND REGULATION**Boulevard and Roadway Protection and Regulation Bylaw No. 6366****Inspection Charges**

Section 12 (b), 14

Description	Fee
Additions & Accessory Buildings; Single- or Two-Family Dwellings over 10 m ² in size; In-ground Swimming Pools & Demolitions	\$211.00
Move-Offs; Single- or Two-Family Dwelling Construction	\$211.00
Combined Demolition & Single- or Two-Family Dwelling Construction	\$211.00
Commercial; Industrial; Multi-Family; Institutional; Government Construction	\$280.00
Combined Demolition & Commercial; Industrial; Multi-family; Institutional or Government Construction	\$280.00
Each Additional Inspection as Required	\$106.00

SCHEDULE – BUILDING REGULATION**Building Regulation Bylaw No. 7230****Plan Processing Fees**

Section 5.4

Description	Fee
For one dwelling unit	\$759.00
For two dwelling units	\$759.00
For three dwelling units	\$1,517.00
For four dwelling units	\$1,517.00
For five dwelling units	\$2,377.00
For six dwelling units	\$2,377.00
For other than one through six dwelling units <i>Greater of (a) or (b);</i> <i>(a)</i> <i>(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</i>	\$85.50
For a sewage holding tank	\$180.00

Note: The dwelling unit count for the purpose of this fee includes secondary suites. For example, a one-family dwelling with a secondary suite is two dwelling units.

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

Description	Fee
Nil to \$1,000.00 (minimum fee)	\$98.25
Exceeding \$1,000.00 up to \$100,000.00	\$98.25
<i>*per \$1,000.00 of construction value or fraction of construction exceeding \$1,000.00</i> *Plus	\$16.25
Exceeding \$100,000.00 to \$300,000.00	\$1,707.00
<i>**per \$1,000.00 of construction value or fraction of construction exceeding \$100,000.00</i> **Plus	\$14.00
Exceeding \$300,000.00	\$4,507.00
<i>***per \$1,000.00 of construction value or fraction of construction exceeding \$300,000.00</i> ***Plus	\$10.75

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)	\$98.25
Exceeding \$1,000.00 up to \$100,000.00	\$98.25
<i>*per \$1,000.00 of construction value or fraction of construction exceeding \$1,000.00</i> *Plus	\$16.75
Exceeding \$100,000.00 up to \$300,000.00	\$1,756.50
<i>**per \$1,000.00 of construction value or fraction of construction exceeding \$100,000.00</i> **Plus	\$14.25
Exceeding \$300,000.00	\$4,606.50
<i>***per \$1,000.00 of construction value or fraction of construction exceeding \$300,000.00</i> ***Plus	\$11.00

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 (cont.)**

Sections 5.5, 5.9, 5.11, 5.14, 7.2, 11.1, 12.7, 12.9, 12.10

Despite any other provision of the Building Regulation Bylaw No. 7230, the “construction value” of:

- (a) one dwelling unit, two dwelling units, three dwelling units, four dwelling units, five dwelling units, or six dwelling units; and
- (b) a garage, deck, porch, interior finishing or addition to a one dwelling unit, two dwelling units, three dwelling units, four dwelling units, five dwelling units, or six dwelling units, is assessed by total floor area and deemed to be the following:

Description	Construction Value - Single Family or One-Family Dwelling*	Construction Value - Other **	Units
(i) new construction of first storey	\$1,446.00	\$3,017.00	per m ²
(ii) new construction of second storey	\$1,334.00	\$3,017.00	per m ²
(iii) detached garage	\$742.00	\$1,120.00	per m ²
(iv) decks or porches	\$613.00	\$926.00	per m ²
(v) interior finishing on existing buildings	\$686.00	\$1,036.00	per m ²
(vi) additions	\$1,446.00	\$3,019.00	per m ²

**Note: This fee applies to any construction related to single family construction or a one-family dwelling including a secondary suite.*

***Note: This fee applies to any construction up to 6 dwelling units, but excludes a single family or one-family dwelling that includes a secondary suite. The dwelling unit count for the purpose of this fee includes secondary suites. For example, a duplex each with a secondary suite is four dwelling units.*

Description	Fee
Building Design Modification Fee	
Plan Review (per hour or portion thereof)	\$154.00
Building Permit Fee for Temporary Building for Occupancy	\$673.00
Modifications or Changes to Instream Building Permit Application	
Plan Review (per hour or portion thereof)	\$154.00
Re-inspection Fees	
(a) for the third inspection	\$102.00
(b) for the fourth inspection	\$141.00
(c) for the fifth inspection	\$273.00
<i>Note: The fee for each subsequent inspection after the fifth inspection will be double the cost of each immediately previous inspection</i>	
Special Inspection Fees:	
(a) during the City's normal business hours	\$154.00
(b) outside the City's normal business hours	\$592.00
<i>*for each hour or part thereof after the first four hours</i>	<i>*Plus</i> \$154.00

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
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>	\$85.25
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>	\$85.25
Building Move Inspection Fee: (a) within the City boundaries (b) outside the City boundaries when travel is by City vehicle <i>** per km travelled</i>	\$154.00 \$154.00 **Plus \$4.50
<i>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.</i>	
Provisional Occupancy Inspection Fee (per building permit inspection visit)	\$350.00
Provisional Occupancy Notice Extension Fee	\$553.00
Building Demolition Inspection Fee for each building over 50 m ² in floor area	\$544.00
Sewage Holding Tank Permit Fee	\$350.00
Use of Equivalents Fees: (a) each report containing a maximum of two separate equivalents (b) for each equivalent greater than two contained in the same report (c) for an amendment to an original report after the acceptance or rejection of the report (d) for Air Space Parcels (treating buildings as one building)	\$756.00 \$313.00 \$158.00 \$2,685.00

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 – one family dwelling (a) - <i>whichever is greater (a) or (b)</i> (b)	\$85.25 \$32.25	per appliance
Domestic/Commercial/Industrial Installations – two family dwellings , multiple unit residential buildings, including townhouse units) (a) appliance input up to 29 kW (b) appliance input exceeding 29 kW	\$85.25 \$141.00	
<u>Special Inspection Fees:</u> (a) during the City's normal business hours (b) outside the City's normal business hours *for each hour or part thereof after the first four hours *Plus	\$154.00 \$592.00 \$154.00	
<u>Design Modification Fees</u> Plan Review	\$154.00	per hour
<u>Modifications or Changes to Instream Building Permit Application</u> Plan Review	\$154.00	per hour
<u>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>	\$106.00 \$145.00 \$280.00	
For a vent and/or gas valve or furnace plenum (no appliance)	\$87.50	
<u>Piping alteration – for existing appliances</u> First 30 metres of piping Each additional 30 metres or part thereof Gas permit transfer or assignment fee (a) <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) <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>	\$87.50 \$33.00 \$87.50 \$87.50	

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	\$33.00	
(b) minimum plumbing fee	\$87.50	
(c) connection of City water supply to any hydraulic equipment	\$87.50	
<u>Sprinkler & Standpipes</u>		
(a) installation of any sprinkler system	\$87.50	
<i>*per additional head</i>	<i>*Plus</i> \$5.25	
(b) installation of each hydrant, standpipe, hose station,	(i) \$87.50	
hose valve, or hose cabinet used for fire fighting	(ii) \$33.00	
<i>-whichever is greater of (i) or (ii)</i>		per item
<u>Water Service</u>		
(a) for the first 30 metres of water supply service pipe to a building or structure	\$85.25	
(b) for each additional 30 metres of water supply service pipe to a building and structure	\$32.25	
<u>Sanitary & Storm Sewers: Building Drains & Water Distribution</u>		
(a) for the first 30 metres of a sanitary sewer, and/or storm sewer, and/or building drain, or part thereof	\$85.25	
(b) for each additional 30 metres of a sanitary sewer, and/or storm sewer, and/or building drain, or part thereof	\$32.25	
(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	\$85.25	
(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	\$32.25	
(e) for the installation of any neutralizing tank, catch basin,	(i) \$85.25	
sump, or manhole	(ii) \$32.25	
<i>- whichever is greater of (i) or (ii)</i>		per item
<u>Special Inspections</u>		
(a) during the City's normal business hours	\$154.00	
(b) outside the City's normal business hours or each hour	\$592.00	
<i>*for part thereof exceeding the first four hours</i>	<i>*Plus</i> \$154.00	
<u>Design Modification Fees</u>		
Plan review	\$154.00	per hour
<i>Applicable to Plumbing, Sprinkler & Standpipes, Water Service, and Sanitary & Storm Sewers; Building Drains & Water Distributions</i>		
<u>Modifications or Changes to Instream Building Permit Application</u>		
Plan Review	\$154.00	per hour

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
Plumbing Re-Inspection Fee		
(a) for the third inspection	\$106.00	
(b) for the fourth inspection	\$145.00	
(c) for the fifth inspection	\$280.00	
<i>Note: The fee for each subsequent inspection after the fifth inspection will be double the cost of each immediately previous inspection.</i>		
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>	\$87.50	
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>	\$87.50	
Provisional Plumbing Compliance Inspection Fee (per permit visit)	\$180.00	
Provisional Plumbing Compliance Notice Extension Fee	\$280.00	
Potable Water Backflow Preventer Test Report Decal	\$29.00	

SCHEDULE – BUSINESS LICENCE**Business Licence Bylaw No. 7360****Assembly Use Group 1**

Group 1 – Business Licence Fee Assessed by Total Floor Area <i>Except Food Caterers which are assessed a fee in accordance with Group 3</i>		
Square Metres (m²)	(Square Feet) (ft²)	Fee
0.0 to 93.0	(0 to 1,000)	\$204.00
93.1 to 232.5	(1,001 to 2,500)	\$307.00
232.6 to 465.0	(2,501 to 5,000)	\$526.00
465.1 to 930.0	(5,001 to 10,000)	\$835.00
930.1 to 1,860.1	(10,001 to 20,000)	\$1,476.00
1,860.2 to 2,790.1	(20,001 to 30,000)	\$2,111.00
2,790.2 to 3,720.2	(30,001 to 40,000)	\$2,752.00
3,720.3 to 4,650.2	(40,001 to 50,000)	\$3,384.00
4,650.3 to 5,580.3	(50,001 to 60,000)	\$4,025.00
5,580.4 and over	(60,001 and over)	\$4,562.00
Food Primary Liquor Licence Fee		\$420.00
Mobile Vendors (Food) Fee (per vehicle)		\$97.75

Business Licence Bylaw No. 7360 (Con't)
Assembly Use Group 2

Group 2 – Business Licence Fee Assessed by Number of Seats	
Seats	Fee
0 to 30	\$632.00
31 to 60	\$1,151.00
61 to 90	\$1,876.00
91 to 120	\$2,503.00
121 to 150	\$3,119.00
151 to 180	\$3,743.00
181 to 210	\$4,362.00
211 and over	\$4,562.00

Assembly Use Group 3

Group 3 – Business Licence Fee Assessed by Number of Employees (including owners)*	
Employees	Fee
0 to 5	\$166.00
6 to 10	\$274.00
11 to 15	\$391.00
16 to 25	\$579.00
26 to 50	\$835.00
51 to 100	\$1,205.00
101 to 200	\$1,696.00
201 to 500	\$2,446.00
501 to 1,000	\$3,692.00
1,001 and over	\$4,562.00

**For the purpose of assessing a licence fee, two part-time employees are counted as one full-time employee.*

Adult Orientated Uses

Description	Fee
Adult entertainment establishment licence	\$4,562.00
Casino	\$7,211.00
<u>Body-Painting Studio</u>	
Studio licence	\$4,562.00
Each body-painting employee	\$166.00
<u>Body-Rub Studio</u>	
Studio licence	\$4,562.00
Each body-rub employee	\$166.00
<u>Escort Service</u>	
Escort service licence	\$4,556.00
Each escort employee	\$166.00

Business Licence Bylaw No. 7360 (Con't)
Bed & Breakfast Use

Description	Fee
Bed & Breakfast Business License	\$432.00

Farmer's Market

Description	Fee
Farmer's market licence	\$166.00

Industrial/Manufacturing Use

Industrial/Manufacturing Use – Business Licence Fee Assessed by Number of Employees (including owners)*	
Employees	Fee
0 to 5	\$197.00
6 to 10	\$323.00
11 to 15	\$448.00
16 to 25	\$632.00
26 to 50	\$886.00
51 to 100	\$1,253.00
101 to 200	\$1,752.00
201 to 500	\$2,495.00
501 to 1,000	\$3,737.00
1,001 and over	\$4,562.00

**For the purpose of assessing a licence fee, two part-time employees are counted as one full-time employee.*

Licence Transfers, Changes and Reprints

Description	Fee
Requests for comfort letters (per address/business)	\$88.75
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	\$56.75
Changing the category or subcategory of a licence (a) 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)	\$56.75
Licence reprint	\$15.00

Business Licence Bylaw No. 7360 (Con't)
Mercantile Use

Mercantile Use – Business Licence Fee Assessed by Total Floor Area		
Square Metres (m²)	(Square Feet) (ft²)	Fee
0.0 to 93.0	(0 to 1,000)	\$166.00
93.1 to 232.5	(1,001 to 2,500)	\$259.00
232.6 to 465.0	(2,501 to 5,000)	\$472.00
465.1 to 930.0	(5,001 to 10,000)	\$789.00
930.1 to 1,860.1	(10,001 to 20,000)	\$1,425.00
1,860.2 to 2,790.1	(20,001 to 30,000)	\$2,067.00
2,790.2 to 3,720.2	(30,001 to 40,000)	\$2,697.00
3,720.3 to 4,650.2	(40,001 to 50,000)	\$3,332.00
4,650.3 to 5,580.3	(50,001 to 60,000)	\$3,450.00
5,580.4 and over	(60,001 and over)	\$4,562.00

Off-Leash Permits

Description	Fee
Annual permit	\$142.00

Residential Use

Residential Use – Business Licence Fee Assessed by Number of Rental Units	
Units	Fee
0 to 5	\$197.00
6 to 10	\$302.00
11 to 25	\$509.00
26 to 50	\$824.00
51 to 100	\$1,445.00
101 to 200	\$2,066.00
201 to 300	\$2,689.00
301 to 400	\$3,306.00
401 to 500	\$3,921.00
501 and over	\$4,562.00

Business Licence Bylaw No. 7360 (Con't)
Service Use

Service Use – Business Licence Fee Assessed by Number of Employees (including owners)*	
Employees	Fee
0 to 5	\$166.00
6 to 10	\$281.00
11 to 15	\$409.00
16 to 25	\$600.00
26 to 50	\$854.00
51 to 100	\$1,237.00
101 to 200	\$1,734.00
201 to 500	\$2,509.00
501 to 1,000	\$3,774.00
1,001 and over	\$4,562.00

**For the purpose of assessing a licence fee, two part-time employees are counted as one full-time employee.*

Short Term Boarding and Lodging Use

Description	Fee
Short Term Boarding and Lodging Business Licence	\$432.00

Vehicle for Hire Businesses

Description	Fee
<u>Vehicle for Hire Business Fee</u>	
Each vehicle for hire applicant must pay (1) and (2)*:	
(1) Vehicle for hire office fee	\$166.00
(2) Per vehicle licence fee*	
<i>based on the number of vehicles</i>	
CLASS "A" Taxicab	\$154.00
CLASS "B" Limousine	\$97.75
CLASS "C" Sightseeing Taxicab	\$154.00
CLASS "D" Airport Taxicab	\$154.00
CLASS "E" Private Bus	\$154.00
CLASS "T" Charter Minibus	\$154.00
CLASS "J" Rental Vehicle :	
Group 1	\$20.00
Group 2	\$97.75
CLASS "K" Driver Training Vehicle	\$73.50
CLASS "M" Tow-Truck	\$154.00
CLASS "N" Taxicab for Persons with Disabilities	\$154.00
CLASS "P" Pedicab	\$154.00

Business Licence Bylaw No. 7360 (Con't)
Vehicle for Hire Businesses (Con't)

<i>*Notwithstanding the per-vehicle licence fees stipulated in Section 2, the maximum licence fee for any Vehicle for Hire business</i>	\$4,562.00
Transferring a vehicle for hire licence within any calendar year	\$56.75
Replacing a vehicle for hire licence plate or decal	\$23.75

Vending Machine Uses

Description	Fee
Vending Machine Business Licence Fee	
Group 1 (per machine)	\$37.50
Group 2 (per machine)	\$51.50
Group 3 (per machine)	\$12.00
Banking machine licence fee (per machine)	\$159.00
Amusement machine licence fee (per machine)	\$37.50

SCHEDULE – COMMUNITY BYLAWS DOCUMENTATION FEE

Community Bylaws Documentation Fees

Description	Fee
Requests for Comfort Letters (per civic address & per unit)	\$88.75

SCHEDULE – CONSTRUCTION ENCROACHMENT

Construction Encroachment Bylaw No. 9833

Sections 2.1, 2.2 and 3.4

Description	Fee
Underpinning Works	
Application Fee	\$573.00 per Underpinning Works Permit application
Encroachment Fee	\$60.50 per square meter of excavation face that will be supported by the Underpinning Works
Inspection Fee	\$274.00
Additional Inspection Fees	\$103.00 per additional inspection if additional inspection(s) are required as a result of initial inspection showing deficiencies
Security Deposit	\$5,700.00 plus such additional amounts set forth in section 2.2 of Bylaw No. 9833
Renewal Application Fee	\$573.00 per Underpinning Works Permit renewal application

Construction Encroachment Bylaw No. 9833 (Con't)

Sections 2.1, 2.2 and 3.4

Construction Fence	Fee
Application Fee	\$118.00 per Construction Fence Permit application
Encroachment Fee	\$12.00 per year per square meter of encroachment
Inspection Fee	\$274.00
Additional Inspection Fees	\$103.00 per additional inspection if additional inspection(s) are required as a result of initial inspection showing deficiencies
Security Deposit	\$5,700.00
Renewal Application Fee	\$118.00 per Construction Fence Permit renewal application
Crane Swing	Fee
Application Fee	\$573.00 per Crane Swing Permit application
Renewal Application Fee	\$573.00 per Crane Swing Permit renewal application

SCHEDULE – DEMOLITION WASTE AND RECYCLABLE MATERIALS**Demolition Waste and Recyclable Materials Bylaw No. 9516**

Section 4.1

Description	Fee
Application Fee	\$308.00 per waste disposal and recycling services plan submission
Waste Disposal and Recycling Service Fee	\$4.00 per square feet of structure to be demolished

SCHEDULE – DEVELOPMENT APPLICATION FEES**Zoning Amendments No. 8951**

Section	Application Type	Base Fee	Incremental Fee
Section 1.2.1 (a)	Zoning Bylaw Text Amendment	\$2,115.00	Not Applicable
Section 1.2.1 (b)	Zoning Bylaw Designation Amendment for Single Detached (RS) or Small-Scale Multi-Unit Housing (RSM)		
	No lot size policy applicable	\$2,689.00	Not Applicable
	Requiring a new or amended lot size policy *plus all associated public notification costs	\$3,356.00	Not Applicable
Section 1.2.1	Zoning Bylaw Designation Amendment for ‘site specific zones’	\$4,026.00	For residential portion of development: - \$52.00 per dwelling unit for first 20 dwelling units and - \$26.50 per dwelling unit for each subsequent dwelling unit For non-residential building area: - \$33.50 per 100 m ² of building area for the first 1,000 m ² and - \$21.00 per 100 m ² thereafter \$5,095.00 if advanced to Council and/or Committee for preliminary review
	Zoning Bylaw Designation Amendment for all other zoning districts	\$2,689.00	For residential portion of development: - \$27.25 per dwelling unit for first 20 dwelling units and - \$14.75 per dwelling unit for each subsequent dwelling unit For non-residential building area: - \$21.00 per 100 m ² of building area for the first 1,000 m ² and - \$8.50 per 100 m ² thereafter \$5,095.00 if advanced to Council and/or Committee for preliminary review
Section 1.2.3	Additional Public Hearing for Zoning Bylaws Text or Designation Amendments	\$1,015.00	\$1,015.00 for each subsequent Public Hearing required
Section 1.2.5	Expedited Timetable for Zoning Designation Amendment (Fast Track Rezoning)	\$1,350.00	Not Applicable
Section 1.2.6	Early Public Notices – Zoning Amendments	\$2.25 per address identified	Not Applicable
Section 1.2.7	Public Hearing Notices – Zoning Amendments	\$2.25 per address identified	Not Applicable

Official Community Plan Amendments No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.3.1	Official Community Plan Amendment without an associated Zoning Bylaw Amendment	\$4,026.00	Not Applicable
Section 1.3.2	Additional Public Hearing for Official Community Plan Amendment <i>for second public hearing</i>	\$1,015.00	\$1,015.00 for each subsequent Public Hearing required
Section 1.3.3	Early Public Notices – Official Community Plan Amendments	\$2.25 per address identified	Not Applicable
Section 1.3.4	Public Hearing Notices – Official Community Plan Amendments	\$2.25 per address identified	Not Applicable

Development Permits No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.4.1	Development Permit for other than a Development Permit referred to in Sections 1.4.2 and 1.4.3 of the Development Application Fees No. 8951	\$2,018.00	\$673.00 for the first 464.5 m ² of gross Floor area plus: - \$142.00 for each additional 92.9 m ² or portion of 92.9 m ² of gross floor area up to 9,290 m ² , plus - \$28.25 for each additional 92.9 m ² or portion of 92.9 m ² of gross floor area over 9,290 m ²
Section 1.4.2	Development Permit for Coach House, Granny Flat or Small-Scale Multi-Unit Housing	\$1,293.00	Not Applicable
Section 1.4.3	Development Permit, which includes property: (a) designated as an Environmentally Sensitive Area (ESA); or (b) located within, or adjacent to the Agricultural Land Reserve (ALR)	\$2,018.00	Not Applicable
Section 1.4.4	General Compliance Ruling for an issued Development Permit	\$680.00	Not Applicable
Section 1.4.5	Expedited Timetable for a Development Permit (Fast Track Development Permit)	\$1,350.00	Not Applicable

Development Permits No. 8951 (Con't)

Section 1.4.6	Early Public Notices – Development Permits	\$2.25 per address identified	Not Applicable
Section 1.4.7	Development Permit Panel Meeting Notices – Development Permits	\$2.25 per address identified	Not Applicable

Development Variance Permits No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.5.1	Development Variance Permit	\$2,018.00	Not Applicable
Section 1.5.2	Early Public Notices – Development Variance Permits	\$2.25 per address identified	Not Applicable
Section 1.5.3	Development Permit Panel Meeting Notices – Development Variance Permits	\$2.25 per address identified	Not Applicable

Temporary Use Permits No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.6.1	Temporary Use Permit	\$2,689.00	Not Applicable
	Temporary Use Permit Renewal	\$1,350.00	Not Applicable
	Temporary Use Permits for Seasonal Outdoor Patio	\$313.00	Not Applicable
	Temporary Use Permit Renewal for Seasonal Outdoor Patio	\$313.00	Not Applicable
	Temporary Use Permit for Mobile Food Vendor	\$112.00	Not Applicable
	Temporary Use Permit Renewal for Mobile Food Vendor	\$112.00	Not Applicable

Liquor-Related Permits No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.8.2 (a)	Licence to serve liquor under the Liquor Control and Licensing Act and Regulations; or change to existing license to serve liquor	\$680.00	Not Applicable
Section 1.8.5 (b)	Temporary changes to existing liquor licence	\$362.00	Not Applicable

Subdivision and Consolidation of Property No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.9.1	Subdivision of property that does not include an air space subdivision or the consolidation of property	\$1,015.00	\$142.00 for the second and each additional parcel
Section 1.9.2	Extension or amendment to a preliminary approval of subdivision letter	\$349.00	\$349.00 for each additional extension or amendment
Section 1.9.3	Road closure or road exchange	\$1,015.00	(In addition to the application fee for the subdivision)
Section 1.9.4	Air space subdivision	\$7,882.00	\$198.00 for each additional air space parcel created
Section 1.9.5	Consolidation of property without a subdivision application	\$142.00	Not Applicable

Strata Title Conversion of Existing Building No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.10.1 (a)	Strata Title Conversion of existing two-family dwelling	\$2,689.00	Not Applicable
Section 1.10.1 (b)	Strata Title Conversion of existing multi-family dwelling, commercial buildings and industrial buildings	\$4,026.00	Not Applicable

Phased Strata Title Subdivisions No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.11.1	Phased Strata Title	\$680.00 for first phase	\$680.00 for each additional phase

Servicing Agreements and Latecomer Fees No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.12.1	Servicing Agreement	Processing fee of \$1,350.00	Subject to Section 1.12.2 of Development Application Fees Bylaw No.8951, an inspection fee of 4% of the approved off-site works and services
Section 1.12.3	Latecomer Agreement	\$6,434.00	Not Applicable

Civic Address Changes No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.13.1	Civic Address change associated with the subdivision or consolidation of property	\$349.00	Not Applicable
	Civic Address change associated with a new building constructed on a corner lot	\$349.00	Not Applicable
	Civic Address change due to personal preference	\$1,350.00	Not Applicable

Telecommunication Antenna Consultation and Siting Protocol No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.14.1	Telecommunication Antenna Consultation and Siting	\$2,689.00	Not Applicable

Heritage Applications No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.15.1(a)	Heritage Alteration Permit with a variance to the Zoning Bylaw or additional floor area	\$2,018.00	\$673.00 for the first 464.5 m ² of gross floor area plus: - \$142.00 for each additional 92.9 m ² or portion of 92.9 m ² of gross floor area up to 9,290 m ² , plus - \$28.25 for each additional 92.9 m ² or portion of 92.9 m ² of gross floor area over 9,290 m ²
Section 1.15.1(b)	Heritage Alteration Permit without a variance of additional floor area	\$299.00	Not Applicable
Section 1.15.1(c)	Heritage Alteration Permit (issued by delegated authority referred to in Section 7.1.2 of the <i>Heritage Procedures Bylaw No. 8400</i>)	\$299.00	Not Applicable
Section 1.15.1(d)	Heritage Alteration Permit For patios to be considered by the Director of Development with the City of Richmond Patio Permit Application	No Fee	Not Applicable

Heritage Applications No. 8951 (Con't)

Section	Description	Base Fee	Incremental Fee
Section 1.15.2(a)	Heritage Revitalization Agreement where use or density is varied	\$2,689.00	<u>For residential portion of development:</u> - \$26.75 per dwelling unit for first 20 dwelling units and - \$14.75 per dwelling unit for each subsequent dwelling unit <u>For non-residential building area:</u> - \$21.00 per 100 m ² of building area for the first 1,000 m ² and \$8.50 per 100 m ² thereafter
Section 1.15.2(b)	Heritage Revitalization Agreement where use or density is not varied	\$2,018.00	\$673.00 for the first 464.5 m ² of gross Floor area plus: - \$142.00 for each additional 92.9 m ² or portion of 92.9 m ² of gross floor area up to 9,290 m ² , plus - \$28.25 for each additional 92.9 m ² or portion of 92.9 m ² of gross floor area over 9,290 m ²
Section 1.15.3	Early Public Notices - Heritage Alteration Permit that cannot be delegated to the Director of Development for issuance, or Heritage Revitalization Agreement	\$2.25 per address identified	Not Applicable
Section 1.15.4	Public Hearing Notices - Heritage Revitalization Agreement (where use or density is varied)	\$2.25 per address identified	Not Applicable
Section 1.15.5	Meeting Notices for Heritage Alteration Permit that involves a variance to the Zoning Bylaw or additional floor area, or Heritage Revitalization Agreement that is not subject to the Public Hearing requirement	\$2.25 per address identified	Not Applicable

Administrative Fees No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.16.1	Change in property ownership or authorized agent	\$349.00	Not Applicable
Section 1.16.2	Change in mailing address of owner, applicant or authorized agent	\$65.50	Not Applicable
Section 1.16.3	Submission of new information that results in any of the following changes: (a) increase in proposed density; or (b) addition or deletion of any property associated with the application	\$349.00	Not Applicable
Section 1.16.4	Approving Officer legal plan signing or re-signing fee	\$72.75 per legal Plan	Not Applicable
Section 1.16.5	Site Disclosure Statement submission	\$72.75 per Site Disclosure Statement	Not Applicable
Section 1.16.6	Amendment to or discharge of legal agreement that does not require City Council approval	\$349.00 per legal agreement	Not Applicable
Section 1.16.7	Amendment to or discharge of legal agreement that requires City Council approval	\$1,350.00 per legal agreement	Not Applicable
Section 1.16.8	Additional landscape inspection because of failure to comply with City requirements	\$150.00 for second inspection	\$150.00 for each additional inspection required
Section 1.16.9	Preparation of information letter (comfort letter) for general land use	\$88.75 per property	Not Applicable
Section 1.16.10	Preparation of information letter (comfort letter) for building issues	\$88.75 per property	Not Applicable
Section 1.16.11	On-Demand/Irrevocable Surety Bond, as alternative security	\$764.00	Not Applicable
Section 1.16.12	City's external legal fees and disbursements	Actual cost	Not Applicable

SCHEDULE – DOG LICENCING**Dog Licencing Bylaw No. 7138**

Sections 2.1, 2.3

Description	Fee
<u>Dog – Not neutered or spayed</u>	
Normal Fee	\$95.50
Prior to March 1 st of the year for which the application is made	\$68.75
<u>Dog – Neutered or spayed</u>	
Normal Fee	\$42.00
Prior to March 1 st of the year for which the application is made	\$28.50
For seniors who are 65 years of age or older that have paid prior to March 1st of the year for which the application is made	\$15.00
<u>Dangerous Dog – Not neutered or spayed</u>	
Normal Fee	\$340.00
Prior to March 1 st of the year for which the application is made	\$275.00
<u>Dangerous Dog – Neutered or spayed</u>	
Normal Fee	\$275.00
Prior to March 1 st of the year for which the application is made	\$208.00
For seniors who are 65 years of age or older that have paid prior to March 1st of the year for which the application is made	\$104.00
Replacement Dog Tag* <i>*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</i>	\$8.50

Note: All dogs over eight (8) weeks of age must be licensed. A dog that is not able to be neutered/spayed, verification from a veterinarian must be provide. The fee will be determined on a case-by-case basis.

SCHEDULE – DONATION BIN REGULATION**Donation Bin Regulation Bylaw No. 9502**

Section 2.1.3

Description	Fee
Annual Permit Fee	\$127.00 per donation Bin
Damage Deposit Fee	\$1,191.00 per donation bin location to a maximum of \$3,000 per permittee

Donation Bin Regulation Bylaw No. 9502

Section 2.2.7

Description	Fee
Clean-up Fee	Actual Cost

Donation Bin Regulation Bylaw No. 9502**Section 2.4**

Description	Fee
Bin Removal Fee	\$127.00 per donation bin
Bin Retrieval Fee	\$248.00 per donation bin
Storage Fee	\$19.50 per day per donation bin
Disposal Fee	\$98.00 per donation bin disposal

SCHEDULE – EMPLOYMENT AND PAYROLL RECORDS

Description	Fee
Fee per request	\$127.00
Photocopying fees additional	\$2.50 per page \$2.75 per page (double sided)

SCHEDULE – FILMING APPLICATION AND FEES**Filming Application and Fees Bylaw No. 8708****Administration Fees****Section 2.1.1 and 2.1.2**

Description	Fee
Application for Filming Agreement	\$237.00
Film Production Business Licence	\$166.00
Film Regulation Hours Extension Fee	\$200.00 per day
Road Use Fee	\$200.00 per road
Street Use Fee (100 feet/day)	\$65.25
Administrative Fee	20% for cost recovery

Filming Application and Fees Bylaw No. 8708
City Parks & Heritage Sites
Section 2.1.1 and 2.1.2

Description	Fee	Units
Major Park		
<i>Per day</i>	\$970.00	
<i>Per ½ day</i>	\$650.00	
Neighbourhood Park		
<i>Per day</i>	\$650.00	
<i>Per ½ day</i>	\$389.00	
<u>Britannia Shipyard</u>		
Filming	\$2,569.00	per day
Preparation & Wrap	\$1,290.00	per day
Per Holding Day	\$650.00	per day
City Employee		
<i>Per regular working hour</i>	\$47.00	
<i>Per hour after 8 hours</i>	\$68.75	
<u>Minoru Chapel</u>		
Filming		
<i>October through June</i>	\$3,209.00	per day
<i>July through September</i>	\$3,851.00	per day
Preparation & Wrap	\$1,290.00	per day
Per Holding Day	\$650.00	per day
City Employee		
<i>Per regular working hour</i>	\$47.00	
<i>Per hour after 8 hours</i>	\$68.75	
<u>Nature Park</u>		
Filming	\$1,289.00	per day
Preparation & Wrap	\$650.00	per day
City Employee		
<i>Per regular working hour</i>	\$47.00	
<i>Per hour after 8 hours</i>	\$68.75	
<u>City Hall</u>		
Filming on regular business days	\$2,569.00	per day
Filming on weekends or statutory holidays	\$1,290.00	per day
Preparation & Wrap	\$1,290.00	per day
City Employee		
<i>Per regular working hour</i>	\$47.00	
<i>Per hour after 8 hours</i>	\$68.75	

Filming Application and Fees Bylaw No. 8708**Other Fees**

Section 2.1.1 and 2.1.2

Description	Fee	Units
<u>RCMP (4-hour minimum)</u>		
Per person	\$137.00	per hour
<u>Fire Rescue (4-hour minimum)</u>		
Fire Engine	\$169.00	per hour
Fire Captain	\$119.00	per hour
Firefighter (minimum 3 firefighters)	\$95.00	per hour, per person

SCHEDULE – FIRE PROTECTION AND LIFE SAFETY**Fire Protection and Life Safety Bylaw No. 8306****Fees & Cost Recovery**

Description	Section	Fee	Units
Permit	4.3	\$29.00	
Permit Inspection, first hour	4.3	\$114.00	
Permit Inspection, subsequent hours or part thereof	4.3	\$70.00	
Attendance – open air burning without permit <i>first hour</i>	4.5.1	\$576.00	per vehicle
Attendance – open air burning without permit <i>subsequent half-hour or part thereof</i>	4.5.1	\$294.00	per vehicle
Attendance – open air burning in contravention of permit conditions <i>first hour or part thereof</i>	4.5.3	\$576.00	per vehicle
Attendance – open air burning in contravention of permit conditions <i>subsequent half-hour or part thereof</i>	4.5.3	\$294.00	per vehicle
Attendance – false alarm – by Fire-Rescue - standby fee – contact person not arriving within 30 minutes after alarm <i>per hour or portion of hour Fire Dept standing by</i>	6.1.4 (b)	\$576.00	per vehicle
Vacant premises – securing premises	9.7.4	Actual cost	
Vacant premises – Richmond Fire Rescue response	9.7.5 (a)	\$576.00	per vehicle
Vacant premises – additional personnel, consumables and damage to equipment	9.7.5 (b)	Actual cost	
Vacant premises – demolition, clean-up, etc.	9.7.5 (c)	Actual cost	
Damaged building – securing premises	9.8.1	Actual cost	
Display permit application fee, fireworks	9.14.6	\$145.00	
Work done to effect compliance with order in default of owner	14.1.6	Actual cost	

Fire Protection and Life Safety Bylaw No. 8306 (Con't)
Fees & Cost Recovery

Description	Section	Fee	Units
Fire Extinguisher Training	15.1.1 (h)	\$32.50	per person for profit groups
Fire Records (Research, Copying or Letter)	15.1.1 (i)	\$83.50	per address
Description	Section	Fee	
Review – Fire Safety Plan any building	15.1.1 (b)		
Any building < 600 m ² area		\$145.00	
Any building > 600 m ² area		\$211.00	
High building, institutional		\$280.00	
Revisions (per occurrence)		\$70.00	
Inspection	15.2.1 (a)		
4 stories or less, and less than 914 m ² per floor		\$280.00	
4 stories or less, and between 914 m ² and 1,524 m ² per floor		\$418.00	
5 stories or more, and between 914 m ² and 1,524 m ² per floor		\$689.00	
5 stories or more, and over 1,524 m ² per floor		\$959.00	
Inspection or follow-up to an order <i>first hour</i>	15.2.1 (b)	\$114.00	
Re-inspection or follow-up to an order <i>subsequent hours or part of hour</i>	15.2.1 (b)	\$70.00	
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, second or each subsequent false alarm occurring in any calendar year	15.5.1	\$418.00	
False alarm reduction program in place and participation	15.5.5	No charge	
Attendance – false alarm – by bylaw, police or health officers where the intentional or unintentional activation of a security alarm system causes the unnecessary response of an inspector	15.5.10	\$142.00	
Caused by security alarm system	15.6.1	\$280.00	
Monitoring agency not notified	15.7.1	\$280.00	
Alternate solution report or application review	General	\$211.00	

SCHEDULE – FLOOD PROTECTION**Flood Protection Bylaw No. 10426**

Description	Fee
<u>Design Plan Prepared by City [s.1.2.1(d)]</u> Design plan prepared by City for One-Family Dwelling or Two-Family Dwelling	\$1,092.00 each
<u>Service Requests [s.2.4.1]</u> For responses by the City in connection with a request for maintenance or emergency services	\$330.00 each

SCHEDULE – GARDEN CITY LANDS SOILS DEPOSIT FEES**Garden City Lands Soils Deposits Fees Bylaw No. 9900**

Sections 2.1

Dump Truck Type	Approximate Volume per Load	Fee
Tandem	7m ³	\$115.00
Tri-Tandem	9m ³	\$142.00
Truck + Transfer	12m ³	\$181.00

SCHEDULE – NEWSPAPER DISTRIBUTION REGULATION**Newspaper Distribution Regulation Bylaw No. 7954**

Section	Application Type	Fee
Section 2.1.3	Each compartment within a multiple publication news rack (MPN) for paid or free newspaper	\$200.00, plus applicable taxes, per year
Section 2.1.3	Each newspaper distribution box for paid newspapers	\$97.75, plus applicable taxes, per year
Section 2.1.3	Each newspaper distribution box for free newspapers	\$134.00, plus applicable taxes, per year
Section 2.1.3	Each newspaper distribution agent for paid or free newspaper	\$328.00, plus applicable taxes, per year
Section 2.4.3	Storage fee for each newspaper distribution box	\$134.00, plus applicable taxes, per year

SCHEDULE – PARKING (OFF-STREET) REGULATION**PARKING (OFF-STREET) REGULATION Bylaw No. 7403****EV Charging – City EV Parking Stall User Fees**

Section 3.5.3

Description	Fee
<u>Charging Level of EV Supply Equipment</u>	<i>Per kilowatt-hour (kWh) while charging Per minute following full charge or stoppage of charging</i>
Level 2 Charging Session Metered Rate (24 hrs/day) Idle fee (7am - 11pm)	\$0.2972/kWh \$0.05 per minute after a five minute grace period following a full charge or stoppage of charging
Level 3 Charging Session Metered Rate (24 hrs/day) Idle fee (24 hrs/day)	\$0.3609/kWh \$0.40 per minute after a five minute grace period following a full charge or stoppage of charging

PARKING (OFF-STREET) REGULATION Bylaw No. 7403

Section 5.1.3, 6.1.2

Description	Fees
<i>Pay Parking Fees:</i>	
All Off-Street City Property Locations, other than those set out below	\$3.75 per hour, plus applicable taxes – 7:00 am to 9:00 pm
6131 Bowling Green Road	\$3.75 per hour, plus applicable taxes – 7:00 am to 9:00 pm
6500 Gilbert Road	\$3.75 per hour, plus applicable taxes – 7:00 am to 9:00 pm Gateway Theater Productions - \$6.75 for maximum stay, plus applicable taxes
7840 Granville Avenue	\$3.25 per hour, plus applicable taxes – 7:00 am to 4:00 pm
5540 Hollybridge Way	\$3.25 per hour, plus applicable taxes – 7:00 am to 9:00 pm \$10.00 per day, plus applicable taxes
3500 McDonald Road	\$26.00 first day (vehicle towing watercraft trailer only), plus applicable taxes Plus \$12.75 per additional day (to a maximum of 5 days), plus applicable taxes

PARKING (OFF-STREET) REGULATION Bylaw No. 7403 (Con't)

Section 5.1.3, 6.1.2

Description	Fee
<i>Parking Permit / Decal Fees:</i> All Off-Street City Property Locations, other than those set out below.	\$56.50 per calendar month plus applicable taxes, subject to discounts of: - 10% for groups of 11 or more permit decals
Gateway Theater Staff Parking (6500 Gilbert Road)	\$6.50 per calendar year, plus applicable taxes
Richmond Lawn Bowling Club Members Parking (6131 Bowling Green Road)	\$6.50 per calendar year, plus applicable taxes
Richmond Seniors' Centre Members Parking (Minoru Park)	\$9.50 per calendar year, plus applicable taxes
Richmond Tennis Club Members Parking (Minoru Park)	\$6.50 per calendar year, plus applicable taxes
Richmond Winter Club Members Parking (5540 Hollybridge Way)	\$6.50 per calendar year, plus applicable taxes
McDonald Beach – Watercraft Trailer Parking (3500 McDonald Road)	\$110.00 Richmond Residents, per calendar year, plus applicable taxes \$165.00 Non-Richmond Residents, per calendar year, plus applicable taxes

SCHEDULE – PLAYING FIELD USER FEES**Playing Field User Fees****Natural Turf Field Fees**

Description	Fee	Units
<u>Sand Turf (With Lights)</u>		
Commercial (all ages)		
<i>Full size</i>	\$46.50	per hour
<i>Mini field</i>	\$23.75	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$37.75	per hour
<i>Mini field</i>	\$20.00	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$14.00	per hour
<i>Mini field</i>	\$7.75	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$28.25	per hour
<i>Mini field</i>	\$15.00	per hour
<u>Sand Turf (No Lights)</u>		
Commercial (all ages)		
<i>Full size</i>	\$33.50	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$27.25	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$10.00	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$21.00	per hour
<u>Soil Turf (No Lights)</u>		
Commercial (all ages)		
<i>Full size</i>	\$12.00	per hour
<i>Mini field</i>	\$7.00	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$9.75	per hour
<i>Mini field</i>	\$6.25	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$5.25	per hour
<i>Mini field</i>	\$4.00	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$7.75	per hour
<i>Mini field</i>	\$5.25	per hour

*As per City of Richmond Policy 8701 groups must have a minimum of 70% Richmond residents to receive this rate. Groups may be asked to provide proof of residency.

Playing Field User Fees (cont.)**Artificial Turf Fees**

Description	Fee	Units
Richmond Youth Groups*		
<i>Full size</i>	\$28.50	per hour
<i>Mini field</i>	\$15.00	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$47.25	per hour
<i>Mini field</i>	\$24.25	per hour
Commercial/Non-residents (all ages)		
<i>Full size</i>	\$68.50	per hour
<i>Mini field</i>	\$35.25	per hour

*As per City of Richmond Policy 8701 groups must have a minimum of 70% Richmond residents to receive this rate. Groups may be asked to provide proof of residency.

Playing Field User Fees**Ball Diamonds**

Description	Fee	Units
<u>Sand Turf (With Lights)</u>		
Commercial (all ages)		
<i>Full size</i>	\$30.25	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$24.00	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$9.00	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$19.00	per hour
<u>Sand Turf (No Lights)</u>		
Commercial (all ages)		
<i>Full size</i>	\$26.75	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$22.00	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$8.50	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$17.75	per hour

*As per City of Richmond Policy 8701 groups must have a minimum of 70% Richmond residents to receive this rate. Groups may be asked to provide proof of residency.

Playing Field User Fees
Ball Diamonds (cont.)

Description	Fee	Units
<u>Soil Turf (No Lights)</u>		
Commercial (all ages) <i>Full size</i>	\$8.75	per hour
Private or Non-resident (all ages) <i>Full size</i>	\$7.50	per hour
Richmond Youth Groups* <i>Full size</i>	\$4.50	per hour
Richmond Adult Groups* <i>Full size</i>	\$6.50	per hour
<u>Artificial Turf (With Lights)</u>		
Commercial (all ages) <i>Full size</i>	\$73.00	per hour
Private or Non-resident (all ages) <i>Full size</i>	\$73.00	per hour
Richmond Youth Groups* <i>Full size</i>	\$30.25	per hour
Richmond Adult Groups* <i>Full size</i>	\$50.25	per hour
<u>Artificial Turf Infield and Sand Turf Outfield (With Lights)</u>		
Commercial (all ages) <i>Full size</i>	\$65.25	per hour
<i>Infield Only</i>	\$35.75	per hour
Private or Non-resident (all ages) <i>Full size</i>	\$59.25	per hour
<i>Infield Only</i>	\$35.75	per hour
Richmond Youth Groups* <i>Full size</i>	\$23.50	per hour
<i>Infield Only</i>	\$14.75	per hour
Richmond Adult Groups* <i>Full size</i>	\$43.25	per hour
<i>Infield Only</i>	\$24.75	per hour

*As per City of Richmond Policy 8701 groups must have a minimum of 70% Richmond residents to receive this rate. Groups may be asked to provide proof of residency.

Playing Field User Fees
Track and Field Fees and Charges (Facilities at Minoru Park)

Description	Fee	Units
Training Fee – all ages Track and Field Club	\$943.00	per year
Richmond Youth Meets*	\$180.00	per meet
Richmond Adult Meets*	\$278.00	per meet
Private Group Track Meets or Special Events	\$688.00	per day
Private Group Track Meets or Special Events	\$59.00	per hour

*As per City of Richmond Policy 8701 groups must have a minimum of 70% Richmond residents to receive this rate. Groups may be asked to provide proof of residency.

SCHEDULE – POLLUTION PREVENTION AND CLEAN-UP**Permit Application Fees**

Section 6.1.2

Description	Fee
Application Fee	\$3,414.00
Request for comfort letters per civic address and per unit	\$95.50

SCHEDULE – PROPERTY TAX FEES**Property Tax Administration Fees**

Description	Fee
Electronic Payment Error – Transfer to another account (Tax and Utility)	\$15.00
Refund* – amount must be over \$50 (Tax and Utility)	\$25.00

*Note: Pre-Authorized Payments are excluded from being refunded.

Property Tax Billing Information

Description	Fee
Additional tax and/or utility bill reprints – per folio/account	\$7.75
Digital roll data report	\$1,030.00
Tax apportionment – per child folio	\$39.75
Mortgage company tax information request – per folio	13.25

Property Tax Certificate Fees

Description	Fee
Requested in person at City Hall	\$75.50
Requested through APIC	\$43.00

Property Tax Sale

Description	Fee
Tax Sale Registration Fee	\$184.00

SCHEDULE – PUBLIC SPACE PATIO FEES**Public Space Patio Regulation Bylaw No. 10350****Section 2.3(c)**

Public Space Patio Permit Application Fee	Fee
Permit	\$313.00
Renewal	\$313.00
Small Sidewalk Patio Permit Application Fee	Fee
Permit	\$105.00
Renewal	\$105.00

SCHEDULE – PUBLICATION FEES**Publication Fees**

Description	Fee
<u>As-Builts Drawings</u>	
A-1 Size, 24" x 36"	\$8.25
B Size, 18" x 24"	\$6.50
<u>Computer Sections Maps, 24" x 24"</u>	
Individual	\$8.25
Digital Download	\$102.00
<u>Custom Services</u>	
Custom Mapping (per hour)	\$82.00
<u>Engineering Manuals</u>	
Design Specifications (contents only)	\$131.00
Supplemental Specifications and Detail Drawings (contents only)	\$131.00
<u>GIS Data Requests</u>	
Non-refundable Data Request Fee	\$131.00
First Layer*	\$204.00
Each Additional Layer*	\$70.00
Digital download of GIS layers of Municipal Works of City of Richmond	\$8,156.00
<u>Street Maps</u>	
Large, 36" x 57"	\$11.00
Small, 22" x 34"	\$8.25
<u>Traffic Camera Video Recording Search Fee</u>	
Per Site (minimum charge)	\$403.00
Per hour additional for large requests	\$64.50
<u>Utility Section Maps, 15" x 24"</u>	
Individual	\$6.50
Digital Download	\$102.00

**Fees are multiplied by the number of sections requested.*

SCHEDULE – RCMP DOCUMENTATION FEES**RCMP Documentation Fees**

Description	Fee
Criminal Record Checks	\$76.00
Volunteer Criminal Record Checks – Volunteering outside the City of Richmond	\$25.00
Volunteer Criminal Record Checks – Volunteering within the City of Richmond	No Charge
Police Certificate (including prints)	\$76.00
Fingerprints	\$76.00
Record of Suspension / Local Records Checks	\$76.00
Name Change Applications	\$76.00
Collision Analyst Report	\$699.00
Field Drawing Reproduction	\$51.50
Scale Drawing	\$150.00
Mechanical Inspection Report	\$304.00
Police Report and Passport Letter	\$76.00
Insurance Claim Letter	\$76.00
Court Ordered File Disclosure	\$76.00
*per page	*Plus \$4.00
**Shipping cost	**Plus \$10.50
Photos 4" x 6" (per photo)	\$5.50
***Shipping cost	***Plus \$10.50
Photos (each laser)	\$4.50
Digital Photo Reproduction	\$24.50
Video Reproduction (first hour)	\$76.00
- per additional half-hour of staff time	\$38.50
Audio Tape Reproduction (first hour)	\$76.00
- per additional half-hour of staff time	\$38.50
Information transfer/storage to USB	\$10.25

SCHEDULE - REGULATION OF MATERIAL ON HIGHWAYS**Regulation of Material on Highways Bylaw No. 10226****Section 1.2.5**

Description	Fee
Administrative charges for cost recovery	20% of actual costs
Costs of removal or clearance and disposal	Actual Cost

Regulation of Material on Highways Bylaw No. 10226

Section 1.3.2

Description	Fee
Administrative charges for cost recovery	20% of actual costs
Costs of removal, impoundment or seizure	Actual Cost

Regulation of Material on Highways Bylaw No. 10226

Section 1.3.6

Description	Fee
Administrative charges for cost recovery	20% of actual costs
Costs of removal and disposal	Actual Cost

SCHEDULE – RESIDENTIAL LOT (VEHICULAR) ACCESS REGULATION**Residential Lot (Vehicular) Access Regulation Bylaw No. 7222****Administration Fees**

Section 2.3

Description	Fee
<u>Driveway Crossing Application</u> Administration/Inspection Fee	\$106.00

SCHEDULE – SANITARY SEWER**Sanitary Sewer Bylaw No. 10427**

Description	Fee
<u>Design Plan Prepared by City [s.1.2.1(d)]</u> a) Design plan prepared by City for One-Family Dwelling or Two-Family Dwelling	\$1,092.00 each
<u>Service Requests [s.2.7.1]</u> For responses by the City in connection with a request for maintenance or emergency services	\$330.00 each
<u>Application for Sanitary Sewer User Fee Reduction [s.2.3.1(b)]</u> Application fee	\$321.00 each

SCHEDULE – SIGN REGULATION**Sign Regulation Bylaw No. 9700**

Sections 1.12, 1.14

Description	Fee
Base application fee (non-refundable)	\$94.25 (creditable towards appropriate permit fee)
Fee for home-based sign	\$94.25
Fee based on sign area (awning, banner, canopy, changeable copy, fascia, mansard roof, marquee, projected-image, projecting, under awning/canopy, window signs >25%)	$<15.0\text{m}^2$: \$121.00 $15.01\text{-}45.0\text{m}^2$: \$237.00 $>45.01\text{m}^2$: \$411.00
Fee for new freestanding signs	$< 3.0\text{m}^2$: \$237.00 $3.01\text{-}9.0\text{m}^2$: \$469.00 $9.01\text{-}15.0\text{m}^2$: \$703.00
Fee for temporary construction freestanding/fencing signs	Single/two family: \$121.00 \$68.75 for each additional 6 months. 3+ family construction: \$237.00 \$121.00 for each additional 6 months
Freestanding sign relocation fee (on same site)	\$237.00 (same as base f/s fee)
Permit processing fee for a sign without a permit	2x actual permit fee

SCHEDULE – SOIL DEPOSIT AND REMOVAL**Soil Deposit and Removal Bylaw No. 10200 Fees**

Sections 4.1.1d; 4.2.1; 4.4.1 (d); 4.7.1 (b)

Description	Fee
Soil and other Material Deposit or Removal Application Fee (over 100 cubic metres to 600 cubic metres)	\$657.00
Soil and Other Material Deposit or Removal Application Fee (over 600 cubic metres)	\$1,092.00
Security Deposit	\$5.14 per cubic metre (\$15,000 minimum to a maximum of \$200,000)
Volume Fee - Soil Removal	\$1.06 per cubic metre
Volume Fee - Soil Deposit (Soil or Other Material imported within the City)	\$1.06 per cubic metre
Volume Fee - Soil Deposit (Soil or Other Material imported from outside the City)	\$2.08 per cubic metre
Soil and Other Material Deposit or Soil Removal Permit Renewal Fee	\$330.00

SCHEDULE - TRAFFIC**Traffic Bylaw No. 5870**

Parking Fees

Section 12A.3, 12B.4

Description	Fee
<i>Pay Parking Fees:</i>	All rates include applicable taxes.
Block Meter Zones	\$3.75 per hour – 8:00 am to 9:00 pm
<i>Parking Permit / Decal Fees:</i>	
Parking Permit Decal	\$56.50 per calendar month, plus applicable taxes, subject to discount of: • 10% for groups of 11 or more permit decals

Traffic Bylaw No. 5870

Parking Fees

Section 12B.1, 12B.4

Description	Fee
<i>Parking Permit / Decal Fees:</i>	\$102.00 per calendar year, per registered vehicle
Parking Permit Decal	• <i>Registration is optional</i> • <i>City Centre Parking Management Zone</i>

Traffic Bylaw No. 5870

Metered Fees

Section 12D.4

Description	Fee
<u>Charging Level of EV Supply Equipment</u>	<i>Per kilowatt-hour (kWh) while charging</i> <i>Per minute following full charge or</i> <i>stoppage of charging</i>
Level 2	
Charging Session Metered Rate (24 hrs/day)	\$0.2972/kWh
Idle fee (7am - 11pm)	\$0.05 per minute after a five minute grace period following a full charge or stoppage of charging
Level 3	
Charging Session Metered Rate (24 hrs/day)	\$0.3609/kWh
Idle fee (24 hrs/day)	\$0.40 per minute after a five minute grace period following a full charge or stoppage of charging

Traffic Bylaw No. 5870

Construction Permit Zone with Block Meter and/or Metered Parking Spaces

Section 42.2A

Obstruction of Block Meter Machine	\$115.00 per day per block meter machine plus applicable taxes
Removal of Block Meter Machine	\$115.00 per block meter machine plus applicable taxes
Storage of Block Meter Machine	\$56.50 per month per block meter machine plus applicable taxes
Obstruction of Metered Parking Space	\$37.75 per day per metered parking space plus applicable taxes

SCHEDULE – TREE PROTECTION**Tree Protection Bylaw No. 8057****Permit Fees**

Sections 4.2, 4.6

Description	Fee
<u>Permit application fee</u>	
To remove a hazard tree	No Fee
One (1) tree per parcel during a 12 month period	\$70.00
Two (2) or more trees	\$84.25 per tree
Permit renewal, extension or modification fee	\$70.00

Tree Protection Bylaw No. 8057**Permit Fees**

Sections 4.4.1, 5.2.6, 7.6(c)

Section	Description	Fee
Section 4.4.1	Security Deposit for replacement tree under a permit: - not related to works - related to a building permit - related to subdivision	\$0 per replacement tree \$0 per replacement tree \$750 per replacement tree
Section 5.2.6	Security Deposit for retained tree that is not a significant tree: - related to a building permit - related to subdivision -for trees 20cm to 30cm caliper -for trees 31cm to 91cm caliper	\$0 per retained tree \$5,000 per retained tree \$10,000 per retained tree
Section 5.2.6	Security Deposit for retained tree, if significant tree	\$20,000 per significant tree
Section 7.6(c)	Security Deposit for replacement trees planted as compensation for a significant tree, if significant tree damaged, cut or removed without permit	\$20,000 per significant tree

SCHEDULE – USE OF CITY STREETS**Traffic Bylaw No. 5870**

Obstruction of Traffic – Traffic Management Plan Review and Lane Closure Permit

Section 6.3

Description	Fee
Application Review Fee	\$115.00

Traffic Bylaw No. 5870

Containers – Temporary Placement Permit

Section 9A

Description	Fee
Permit Fee	\$34.00 per day

Traffic Bylaw No. 5870

Shared Vehicle Parking Space – Permit

Section 12C

Description	Fee
Permit Fee	\$337.00 per year

Traffic Bylaw No. 5870

EV Charging – City EV Parking Stall User Fees

Section 12D.4

Description	Fee
<u>Charging Level of EV Supply Equipment</u>	<i>Per kilowatt-hour (kWh) while charging Per minute following full charge or stoppage of charging</i>
Level 2	
Charging Session Metered Rate (24 hrs/day)	\$0.2972/kWh
Idle fee (7am - 11pm)	\$0.05 per minute after a five minute grace period following a full charge or stoppage of charging
Level 3	
Charging Session Metered Rate (24 hrs/day)	\$0.3609/kWh
Idle fee (24 hrs/day)	\$0.40 per minute after a five minute grace period following a full charge or stoppage of charging

Traffic Bylaw No. 5870

Oversize Vehicles and Building Moves – Permit

Section 25.1

Description	Fee
Individual Vehicle Trip	\$28.75
One Vehicle for More than One Trip	\$115.00
One Building Move	\$56.50
Re-issuance of Building Move Permit as a Result of Changes Requested to Original Permit	\$28.75

Traffic Bylaw No. 5870

Construction Zones – Permit

Section 42.1

Description	Fee
Permit Fee	\$337.00
* per day *Plus	\$34.00
** per metre of roadway to which **Plus permit applies, per day	\$1.50

SCHEDULE – VEHICLE FOR HIRE REGULATION**Vehicle for Hire Regulation Bylaw No. 6900****Permit & Inspection Fees**

Sections 3.7, 6.3

Description	Fee	Units
Transporting of trunks	\$8.75	per trunk
Towing permit	\$153.00	
Inspection fee for each inspection after the second inspection	\$36.25	

SCHEDULE – VISITING DELEGATION, STUDY TOUR AND CITY HALL TOUR**Visiting Delegation, Study Tour and City Hall Tour Bylaw No. 9068****Section 2.1**

Description		Fee
City Hall Tour		\$308.00 plus room rental fee
Visiting Delegation or Study Tour	Up to 2 hours	\$308.00 plus room rental fee
	2 to 4 hours	\$611.00 plus room rental fee
	More than 4 hours	\$1,216.00 plus room rental fee

SCHEDULE – WATER USE RESTRICTION**Water Use Restriction Bylaw No. 7784****Permit Fees****Section 3.1**

Description	Fee
Permit application fee for new lawns or landscaping (s.3.1.1(a))	\$42.50
Permit application fee for nematode applications for European Chafer Beetle control, where property does not have water meter service (s.3.1.1(b))	\$42.50
Permit application fee for nematode applications for European Chafer Beetle control, where property has water meter service (s.3.1.1(b))	NIL

SCHEDULE – WATERCOURSE PROTECTION AND CROSSING**Watercourse Protection and Crossing Bylaw No. 8441****Application, Design Drawing and Inspection Fees**

Description	Fee
<u>Culvert</u> Application Fee City Design Option Inspection Fee	\$723.00 \$1,656.00 \$140.00 plus \$28.50 per additional linear metre of culvert over 5 metres wide
<u>Bridge</u> Application Fee Inspection Fee	\$142.00 \$274.00

Note: There is no City Design Option for bridges.

Watercourse Protection and Crossing Bylaw No. 8441**Riparian Management Area Building Permit – Application Review Fees****Section 8.2**

Description	Fee
<u>Application Review Fees</u> (a) Single or two-family dwelling construction (b) Single or two-family dwelling demolition (c) Addition to and/or accessory building over 10 m ² (for single or two-family dwellings) construction (d) Addition to and/or accessory building over 10 m ² (for single or two-family dwellings) demolition (e) Retaining wall over 1.2 m in height, for single or two-family dwellings (f) Site services for single or two-family dwelling (g) Combination of three (3) or more of the following: single or two-family dwelling construction and/or demolition, addition to and/or accessory building over 10m ² for single or two-family dwellings construction and/or demolition, retaining wall over 1.2 m in height, for single or two-family dwelling, and/or site services for single or two-family dwelling.	\$856.00 \$401.00 \$401.00 \$401.00 \$401.00 \$401.00 \$1,708.00

Note: Other than as set out above there are no Building Permit application review fees for activities in or adjacent to riparian management areas

Watercourse Protection and Crossing Bylaw No. 8441
Development in Riparian Management Area Inspection Fees
Section 8.5

Description	Fee
Initial Inspection Fee	\$86.00
<u>Re-inspection Fees</u>	
(a) first additional inspection	\$86.00
(b) second additional inspection	\$173.00
(c) third additional inspection	\$344.00
<i>Note: the fee for each additional inspection after the third additional inspection, required as a result of prior inspection showing deficiencies, will be at double the cost of each immediately previous inspection</i>	

SCHEDULE – WATERWORKS

Waterworks and Water Rates Bylaw No. 5637

Description [Section]	Fee
<u>Design Plan Prepared by City [s. 2(d)]</u>	
(a) Design plan prepared by City for One-Family Dwelling or Two-Family Dwelling	\$1,092.00 each
(b) Design plan for all other buildings	\$2,182.00 each
For each turn on or turn off [s. 11(a)(iii), s. 11(c)(i)]	\$120.00
For each non-emergency service call outside regular hours [s. 11(b)(i)]	Actual Cost
Fee for testing a water meter [s. 26(a)]	\$414.00
Fee for water meter verification request [s. 26(d)]	\$55.00
Troubleshooting on private property	Actual Cost
<u>Fire flow tests of a watermain</u>	
(a) First test	\$275.00
(b) For each subsequent test	\$166.00
Locate or repair of curb stop service box or meter box	Actual Cost
<u>Fee for use of City fire hydrants [s. 37]</u>	
(a) Where the installation of a water meter is required:	
(i) Refundable Deposit	\$373.00
(ii) Consumption fee: the greater of the rates set out in Item 1 of Bylaw No. 5637 Schedules “B” or “C”, or	\$240.00
(b) Where the installation of a water meter is not required:	
(i) First day	\$240.00
(ii) Each additional day of use beyond the first day	\$79.00

Waterworks and Water Rates Bylaw No. 5637 (Con't)

Description [Section]	Fee
<u>Fee for use of Private fire hydrants [s. 37.1]</u>	
(a) Where the installation of a water meter is required:	
(i) Refundable Deposit	\$394.00
(ii) Consumption fee: the greater of the rates set out in Item 1 of Bylaw No. 5637 Schedules "B" or "C", or	\$232.00
(b) Where the installation of a water meter is not required:	
(i) First day	\$112.00
(ii) Each additional day of use beyond the first day	\$71.50

SCHEDULE – WHARVES REGULATION**Wharves Regulation Bylaw No. 10182****Moorage Fees**

Section 4.1

Description	Fee
Non-Commercial Pleasure Craft Moorage Fee - Per Lineal Foot per 24 hour period:	\$2.00
Commercial Vessel Docking fee at Imperial Landing - Per Lineal Foot per 24 hour period:	\$36.25
1. A Non-Refundable deposit, set out in the Wharves Regulation Bylaw No. 10182, is required for Commercial Vessel Docking at time of notification of intent to use Imperial Landing; 2. Balance is due within 30 days of the vessel sailing at the Commercial Vessel Docking and Service Fee LESS the non-refundable deposit.	

Note: All stays, by non-commercial pleasure crafts, at Imperial Landing are limited to a maximum of three (3) consecutive days within a fourteen (14) day period.

Separate tickets must be purchased for each day of moorage (i.e. 24-hour period). The separate tickets may be purchased at the same time OR a single ticket can be purchased at the beginning of each day.

Tickets are non-transferable.



City of Richmond

Report to Committee

To: Finance Committee

Date: September 15, 2025

From: Mike Ching
Director, Finance

File: 03-0925-02-04/2025-
Vol 01

Re: Permissive Property Tax Exemption (2026) Bylaw No. 10670

Staff Recommendation

That Permissive Property Tax Exemption (2026) Bylaw No. 10670 be introduced and given first, second and third readings.

Mike Ching
Director, Finance
(604-276-4137)

Att. 1

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
SENIOR STAFF REPORT REVIEW	INITIALS:
APPROVED BY CAO 	

Staff Report

Origin

Permissive exemptions of property tax are provided to various properties in accordance with Section 224 of the *Community Charter* and Council Policy 3561, which has been consistently applied since 1977. The exemption bylaw must be adopted by October 31 of each year to be effective for the following year. Ultimately, the determination of whether or not to grant a permissive property tax exemption is a discretionary power of Council.

This report supports Council's Strategic Plan 2022-2026 Focus Area #4 Responsible Financial Management and Governance:

Responsible financial management and efficient use of public resources to meet the needs of the community.

4.1 Ensure effective financial planning to support a sustainable future for the City.

4.3 Foster community trust through open, transparent and accountable budgeting practices and processes.

Analysis

Owners of exempted properties in 2025 were contacted and their eligibility for permissive exemptions were verified for the upcoming year. Amendments to the 2026 bylaw are reflected in Attachment 1 and detailed below under the 'Permissive Exemption Bylaw Amendments' section.

No. 5 Road Backlands

Commencing in 2002, development of religious assembly uses was permitted on No. 5 Road to the front one-third of a property, subject to farming being undertaken on the back two-thirds of a property ('the Backlands') pursuant to the City of Richmond's Bylaws and the Agricultural Land Commission's No. 5 Road Backlands Policy.

The majority of the religious properties on No. 5 Road do not have a Class 9 - Farm assessment for the back two-thirds of their properties, however they are assessed Class 8 - Recreational by BC Assessment. Regardless of the assessment class, the City's Backlands Policy requires farming activity to be taking place on the back two-thirds of the property. City Staff have conducted annual reviews of these properties since 2002 to ensure that farming requirements are being met.

To ensure farming requirements are being met; staff again conducted a site visit of the religious organizations on No. 5 Road in June 2025. Currently all but two organizations are actively farming. Organizations that are not fully farming have been informed and reminded of their requirements to farm the Backlands.

The two organizations that continue to have non-farming uses, and also have unpermitted structures and playground/field areas in their respective Backland areas, are the India Cultural

Center and The Shia Muslim Community of B.C. These two organizations have received communication in writing from the City, as well as the Agricultural Land Commission ('ALC') regarding their non-farming uses. The permissive tax exemption was granted for the 2025 year, however, both organizations were informed that if the non-farming uses were not rectified, they would not be granted the permissive tax exemption in the 2026 year. These two organizations are listed in the 'Permissive Exemption Bylaw Amendments' section below, detailing their individual non-farming uses.

Staff continues to work with all the No. 5 Road religious organizations to ensure farming of the Backlands is taking place to allow a permissive tax exemption for future years.

Permissive Exemption Bylaw Amendments

1. India Cultural Centre of Canada ('ICC') – 8600 No. 5 Road

In June of 2024, staff conducted their annual site visit and noted that structures and paved areas were located within the Backlands.

Both the ALC and the City instructed ICC in writing to remediate the Backlands to a farming state by the end of 2024. In June of 2025, during the annual site visit by staff, two new rows of vegetation have been planted; however, the paved areas, playing field and unpermitted structures have not been removed from the Backland area.

Based on the ongoing non-compliance in the Backlands, staff have not included the ICC property in the 2026 Permissive Tax Exemption Bylaw.

2. Shia Muslim Community of B.C. ('Shia') – 8580 No. 5 Road

In June of 2024, staff conducted a site visit and noted that required farming of the Backlands was not taking place, and that an unpermitted structure, paved areas, playgrounds, soccer field and basketball court were located within the Backlands. A meeting with City Staff, the ALC and Shia representatives took place in October 2024. All non-compliance issues were brought forward and Shia's representative committed to rectifying the non-compliance.

In June of 2025, during the annual site visit by staff, no changes from the prior year had been made. A non-farm use application was ultimately submitted to the ALC in early 2025, and the application fee was received by the City in September 2025. This is currently under review and will be brought forward for Council's consideration as part of a future staff report. Additional applications and permits (including a building permit) would also be required for the unpermitted structures should the non-farm use application be supported. To date, the paved areas, playgrounds and unpermitted structures have not been removed from the required farming area.

Based on the ongoing non-compliance in the Backlands, staff have not included the Shia property in the 2026 Permissive Tax Exemption Bylaw.

3. Apostolic Pentecostal Church – 8151 Bennett Road

The Apostolic Pentecostal Church is no longer leasing a space at 8151 Bennett Road, and is removed from Schedule C. A new tenant, Crave Church, is now leasing this space.

4. Crave Church – 8151 Bennett Road

Crave Church is now leasing the space previously leased by the Apostolic Pentecostal Church at 8151 Bennett Road. Crave Church has been added to Schedule C, and this property will continue to receive a permissive tax exemption for the space occupied by Crave Church.

5. Richmond City Baseball Association (RCBA) – 8275 Garden City Road

RCBA is leasing the space at 8275 Garden City Road. As set out in Council Policy 3561, they qualify for the City's Permissive Tax Exemption and have been added to Schedule H for the 2026 year.

Financial Impact

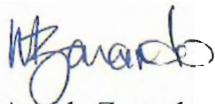
Property tax exemptions impact the City's finances by reducing the total assessed value of properties subject to taxation each year, and in 2025 this resulted in a municipal tax shortfall of \$1,616,109, or 0.49%, of the total municipal tax levy. The City recovers this shortfall through tax increases to general taxpayers.

Religious properties represent the largest number of permissively exempted properties and accounts for \$557,256 in municipal exempted taxes in 2025. Non-City owned exempted properties account for \$150,084 in municipal exempted taxes, and City-owned or leased properties account for \$908,769

Conclusion

Council grants permissive exemptions annually to properties of qualifying organizations providing social benefit to the Community.

Permissive Exemption Bylaw No. 10670 will provide tax exemptions in accordance with the *Community Charter* and Council's Permissive Tax Exemptions Policy 3561.



Angela Zanardo
Manager, Revenue
(604-276-4392)

AZ:nj

Att. 1: Amendments to the 2026 Permissive Tax Exemption Amended Bylaw 10670

Amendments to Permissive Property Tax Exemption (2026) Bylaw No. 10670

Amendments to the Bylaw:

Schedule	Folio	Civic Address	Organization Name	Amendment
B	024-908-040	8600 No. 5 Road	India Cultural Centre of Canada	Removed from 2026 permissive tax exemption list.
B	024-941-069	8580 No. 5 Road	Shia Muslim Community of B.C.	Removed from 2026 permissive tax exemption list.
C	064-046-009	8151 Bennett Road	Apostolic Pentecostal Church	Removed as tenant of this property. Crave Church added as the new tenant.
C	064-046-009	8151 Bennett Road	Crave Church	New tenant of the property replacing Apostolic Pentecostal Church. Eligible for the 2026 permissive tax exemption.
H	067-238-002	8275 Garden City Road	Richmond City Baseball Association	New tenant of City Property. Eligible for the 2026 permissive tax exemption.



Permissive Property Tax Exemption (2026) Bylaw No. 10670

The Council of the City of Richmond enacts as follows:

PART ONE: RELIGIOUS PROPERTIES PERMISSIVE EXEMPTION

- 1.1 Pursuant to Section 224(2)(f) of the *Community Charter*, the religious halls and the whole of the parcels of land surrounding the religious 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 2026 year.
- 1.2 Pursuant to Section 224(2)(f) of the *Community Charter*, the portions of the parcels of land and improvements surrounding the religious halls shown on Schedule B are considered necessary to an exempt building set apart for public worship, and are hereby exempt from taxation for the 2026 year.
- 1.3 Notwithstanding Sections 1.1 and 1.2 of this bylaw, no additional exemption from taxation pursuant to Section 224(2)(f) will be granted to any parcel of land for which an associated building is not exempted by the British Columbia Assessment Authority pursuant to Section 220(1)(h) of the *Community Charter*.
- 1.4 Notwithstanding Sections 1.1 and 1.2 of this bylaw, if at any point from the period commencing on the date of Council approval of this bylaw and December 31, 2026, parcels of land or portions thereof that are listed in Schedule A or Schedule B no longer qualify for the statutory tax exemption set out in section 220(1)(h) of the *Community Charter*, such parcels of land or portions thereof will be reassessed and subject to taxation for the period commencing on the date on which qualification for the statutory tax exemption ceased and ending on December 31, 2026.

PART TWO: TENANTED RELIGIOUS PROPERTIES PERMISSIVE EXEMPTION

- 2.1 Pursuant to Section 224(2)(g) of the *Community Charter*, the portions of land and improvements shown on Schedule C are hereby exempt from taxation for the 2026 year.

PART THREE: CHARITABLE AND RECREATIONAL PROPERTIES PERMISSIVE EXEMPTION

- 3.1** Pursuant to Section 224(2)(a) of the *Community Charter*, the whole of the parcels of land shown on Schedule D are hereby exempt from taxation for the 2026 year.
- 3.2** Notwithstanding Section 3.1 of this bylaw, no additional exemption from taxation pursuant to Section 3.1 of this bylaw will be granted to any parcel of land for which an associated building 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)(a) and Section 224(2)(j) of the *Community Charter*, the whole of the parcels of land and improvements shown on Schedule E are hereby exempt from taxation for the 2026 year.
- 3.4** Pursuant to Section 224(2)(a) and Section 224(2)(k) of the *Community Charter*, the whole of the parcels of land and improvements shown on Schedule F are hereby exempt from taxation for the 2026 year.
- 3.5** Pursuant to Section 224(2)(a) of the *Community Charter*, the whole or portions of the parcels of land and improvements shown on Schedule G are hereby exempt from taxation for the 2026 year.
- 3.6** Pursuant to Section 224(2)(i) of the *Community Charter*, the whole or portions of land and improvements shown on Schedule H are hereby exempt from taxation for the 2026 year.
- 3.7** Pursuant to Section 224(2)(d) of the *Community Charter*, the whole or portions of land and improvements shown on Schedule I are hereby exempt from taxation for the 2026 year.

PART FOUR: MISCELLANEOUS PROVISIONS

- 4.1** Schedules A through I inclusive, which are attached hereto, form a part of this bylaw.
- 4.2** Permissive Property Tax Exemption (2025) Bylaw No. 10566 is hereby repealed in its entirety.
- 4.3** This Bylaw is cited as “Permissive Property Tax Exemption (2026) Bylaw No. 10670”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR_____
CORPORATE OFFICER

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

SCHEDULE A to BYLAW 10670

<i>NAME, ROLL NO. & CIVIC ADDRESS</i>	<i>LEGAL DESCRIPTION OF PROPERTY</i>	<i>MAILING ADDRESS</i>
Bakerview Gospel Chapel (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	Bakerview Gospel Chapel 10260 Algonquin Drive Richmond, B.C. V7A 3A4
Beth Tikvah Congregation and Centre Association (099-358-999) 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	Beth Tikvah Congregation and Centre Association 9711 Geal Road Richmond, B.C. V7E 1R4
Broadmoor Baptist Church (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	Broadmoor Baptist Church 8140 Saunders Road Richmond, B.C. V7A 2A5
Canadian Martyrs Parish (094-145-000) 5771 Granville Avenue	PID 003-894-266 Lot 610 Section 12 Block 4 North Range 7 West New Westminster District Plan 58494	Roman Catholic Archbishop of Vancouver 5771 Granville Avenue Richmond, B.C. V7C 1E8
Christian and Missionary Alliance (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	Christian & Missionary Alliance 3360 Sexsmith Road Richmond, B.C. V6X 2H8
Christian Reformed Church of Richmond (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	Christian Reformed Church of Richmond 9280 No. 2 Road Richmond, B.C. V7E 2C8

SCHEDULE A to BYLAW 10670

<i>NAME, ROLL NO. & CIVIC ADDRESS</i>	<i>LEGAL DESCRIPTION OF PROPERTY</i>	<i>MAILING ADDRESS</i>
Church in Richmond (083-953-080) 4460 Brown Road	PID 028-628-110 Lot 7 Section 33 Block 5 North Range 6 West New Westminster District Plan 3318 Part S 1/2, Except Plan 24362, Exp 24381	Church in Richmond 4460 Brown Road Richmond BC V6X 2E8
Emmanuel Christian Community Society (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	Emmanuel Christian Community Society 10351 No. 1 Road Richmond, B.C. V7E 1S1
Fujian Evangelical Church (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
Gilmore Park United Church (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	Congregation of the Gilmore Park United Church 8060 No. 1 Road Richmond, B.C. V7C 1T9
I Kuan Tao (Fayi Chungder) Association (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	Yi-Guan Dao Fa-Yi Chong-De Association C/O I Kuan Tao (Fayi Chungder) Association #2100, 1075 West Georgia Street Vancouver, B.C. V6E 3G2
Immanuel Christian Reformed Church (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	Immanuel Christian Reformed Church 7600 No. 4 Road Richmond, B.C. V6Y 2T5
Johrei Fellowship (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	Johrei Fellowship Inc. 10380 Odlin Road Richmond, B.C. V6X 1E2

SCHEDULE A to BYLAW 10670

<i>NAME, ROLL NO. & CIVIC ADDRESS</i>	<i>LEGAL DESCRIPTION OF PROPERTY</i>	<i>MAILING ADDRESS</i>
Lansdowne Congregation Jehovah's Witnesses (061-569-073) 11014 Westminster Highway	PID 003-578-356 Lot 107 Section 12 Block 4 North Range 6 West New Westminster District Plan 52886	Trustees of the Lansdowne Congregation Jehovah's Witnesses c/o Jurgan Halbeher 10960 Ryan Road Richmond, B.C. V6A 2G4
Our Saviour Lutheran Church (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 BC 6340 No. 4 Road Richmond, B.C. V6Y 2S9
Trustees Congregation of Meeting Room 8020 No. 5 Road Richmond BC (Meeting Room) (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	Trustees Congregation of Meeting Room 8020 No. 5 Road Richmond BC 419 Centennial Parkway Delta BC V4L 1K9
Mennonite Church BC (Peace Mennonite Church) (080-792-000) 11571 Daniels Road	PID 004 152 832 Lot 323 of Section 25 Block 5 North Range 6 West New Westminster District Plan 57915	Mennonite Church BC C/O Peace Mennonite Church 11571 Daniels Road Richmond, B.C. V6X 1M7
North Richmond Alliance Church (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	Christian & Missionary Alliance-Canada Pacific C/O North Richmond Alliance Church 9410 Granville Avenue Richmond, B.C. V6Y 1P8
Richmond (Bethel) Mennonite Church (030-869-001) 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.C. Conference of the Mennonite Brethren Churches 10200 No. 5 Road Richmond, B.C. V7A 4E5

SCHEDULE A to BYLAW 10670

<i>NAME, ROLL NO. & CIVIC ADDRESS</i>	<i>LEGAL DESCRIPTION OF PROPERTY</i>	<i>MAILING ADDRESS</i>
Richmond Chinese Evangelical Free Church (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	Richmond Chinese Evangelical Free Church Inc. 8040 No. 5 Road Richmond, B.C. V6Y 2V4
Richmond Chinese Alliance Church (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	Christian and Missionary Alliance (Canadian Pacific District) 107 – 7585 132 nd Street Surrey, B.C. V2W 1K5
Richmond Emmanuel Church (082-265-027) 3330 – 8181 Cambie Road	PID 018-553-273 Lot 27 Section 28 Block 5N Range 6W New Westminster District Plan LMS1162 together with an interest in the common property in proportion to the unit entitlement of the strata lot.as shown on Form 1 or V, as appropriate.	Richmond Emmanuel Church 3380 – 8181 Cambie Road Richmond B.C. V6X 3X9
Richmond Emmanuel Church (082-265-028) 3360 – 8181 Cambie Road	PID 018-553-281 Lot 28 Section 28 Block 5N Range 6W New Westminster District Plan LMS1162 together with an interest in the common property in proportion to the unit entitlement of the strata lot.as shown on Form 1 or V, as appropriate.	Richmond Emmanuel Church 3380 – 8181 Cambie Road Richmond B.C. V6X 3X9

SCHEDULE A to BYLAW 10670

<i>NAME, ROLL NO. & CIVIC ADDRESS</i>	<i>LEGAL DESCRIPTION OF PROPERTY</i>	<i>MAILING ADDRESS</i>
Richmond Emmanuel Church (082-265-029) 3380 – 8181 Cambie Road	PID 018-553-290 Lot 29 Section 28 Block 5N Range 6W New Westminster District Plan LMS1162 together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on Form 1 or V, as appropriate.	Richmond Emmanuel Church 3380 – 8181 Cambie Road Richmond B.C. V6X 3X9
Richmond Faith Fellowship (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	Evangelical Missionary Church of Canada C/O Richmond Faith Fellowship 11960 Montego Street Richmond, B.C. V6X 1H4
Richmond Pentecostal Church (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	Pentecostal Assemblies of Canada 9300 Westminster Highway Richmond, B.C. V6X 1B1
Richmond Presbyterian Church (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	Trustees of Richmond Congregation of Presbyterian Church 7111 No. 2 Road Richmond, B.C. V7C 3L7
Richmond Sea Island United Church (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	Congregation of the Richmond United Church of Canada 8711 Cambie Road Richmond, B.C. V6X 1K2
St. Paul's Roman Catholic Parish (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 St. Paul's Roman Catholic Parish 8251 St. Alban's Road Richmond, B.C. V6Y 2L2

SCHEDULE A to BYLAW 10670

<i>NAME, ROLL NO. & CIVIC ADDRESS</i>	<i>LEGAL DESCRIPTION OF PROPERTY</i>	<i>MAILING ADDRESS</i>
Salvation Army Richmond (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	Governing Council of the Salvation Army Canada West 8280 Gilbert Road Richmond, B.C. V7C 3W7
South Arm United Church Hall (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)	Congregation of the South Arm United Church of Canada 11051 No. 3 Road Richmond, B.C. V6X 1X3
Steveston Congregation of Jehovah's Witnesses (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	Steveston Congregation of Jehovah's Witnesses Attn: Jonathan Mearns #87 – 6800 Lynas Lane Richmond, B.C. V7C 5E2
Steveston United Church (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	Trustees of Steveston Congregation of United Church of Canada 3720 Broadway Street Richmond, B.C. V7E 4Y8
Subramaniya Swamy Temple (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	SRI Sadasiva Subramaniya Swamy Temple of B.C. Foundation 8840 No. 5 Road Richmond, B.C. V6Y 2V4
Trinity Pacific Church (076-082-008) 10011 No. 5 Road	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	Trinity Pacific Church 10011 No. 5 Road Richmond, B.C. V7A 4E4

SCHEDULE A to BYLAW 10670

<i>NAME, ROLL NO. & CIVIC ADDRESS</i>	<i>LEGAL DESCRIPTION OF PROPERTY</i>	<i>MAILING ADDRESS</i>
Vancouver International Buddhist Progress Society (082-265-053) 6670 – 8181 Cambie Road	PID 018-553-532 Lot 53 Section 28 Block 5 North Range 6 West New Westminster District Plan LMS 1162 together with an interest in the common property in proportion to the unit entitlement of the strata lot.	Vancouver International Buddhist Progress Society 6680 – 8181 Cambie Road Richmond, B.C. V6X 3X9
Walford Road Gospel Church (081-608-000) 9291 Walford Street	PID 012-734-756 Lot 21 of Blocks 25 and 26 Section 27 Block 5 North Range 6 West New Westminster District Plan 2534	Holy Spirit Association For The Unification Of World Christianity 9291 Walford Street Richmond, B.C. V6X 1P3
West Richmond Gospel Hall (098-373-006) 5651 Francis Road	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	West Richmond Gospel Hall 5651 Francis Road Richmond, B.C. V7C 1K2

**PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP**

SCHEDULE B to BYLAW 10670

NAME, ROLL NO. & CIVIC ADDRESS	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
Aga Khan Foundation Canada (The Ismaili Jamatkhana and Centre) (084-310-003) 4000 May Drive	PID 029-176-263 Lot A Section 34 Block 5 North Range 6 West New Westminster District Plan EPP32741	Aga Khan Foundation Canada (The Ismaili Jamatkhana and Centre) 199 Sussex Drive Ottawa, ON K1N 1K6	100% of footprint of building 60,000 sq. ft. for parking	Remainder of land not exempted	100%	0%
Assumption of the Blessed Virgin Mary Ukrainian Catholic Church (098-394-005) 8700 Railway Avenue Manse	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	Ukrainian Catholic Eparchy of New Westminster 8700 Railway Avenue Richmond, B.C. V7C 3K3	97.65% 2,031.18 m ²	2.35% 48.82 m ²	75.6% of Manse Building 302.59 m ² 100% of Religious Hall	24.4% of Manse Building 97.64 m ²
Bethany Baptist Church (000-821-001) 22680 Westminster Highway (Site Area 5.295 acres)	PID 018-604-897 Lot 1 Except: Part Dedicated Road on Plan LMP18317; Section 2 Block 4 North Range 4 West New Westminster District Plan LMP9648	Bethany Baptist Church 22680 Westminster Highway Richmond, B.C. V6V 1B7	48%	52%	100%	0%

Bylaw 10670
PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP

SCHEDULE B to BYLAW 10670

NAME, ROLL NO. & CIVIC ADDRESS	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
BC Muslim Association (025-243-080) 12300 Blundell Road (Site Area 4.78 Acres)	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	BC Muslim Association 12300 Blundell Road Richmond, B.C. V6W 1B3	43.6% 8,440 m ² 2.086 acres	56.4% 10,903.97 m ² 2.694 acres	100%	0%
Canadian Martyrs Parish (094-145-000) 5771 Granville Avenue	PID 003-894-266 Lot 610 Section 12 Block 4 North Range 7 West New Westminster District Plan 58494	Roman Catholic Archbishop of Vancouver 5771 Granville Avenue Richmond, B.C. V7C 1E8	93% 9,034.3 m ² 2.23 acres	7% 680 m ² 0.17 acres	100%	0%
Church of Latter Day Saints (074-575-000) 8440 Williams Road (Site Area 2.202 acres)	PID 009-210-890 Lot 2 Section 33 Block 4 North Range 6 West New Westminster District Plan 24922	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	90.8% 8,093.7 m ² 2.00 acres	9.2% 817.5 m ² 0.202 acres	100%	0%

**PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP**

SCHEDULE B to BYLAW 10670

NAME, ROLL NO. & CIVIC ADDRESS	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
Cornerstone Evangelical Baptist Church (024-279-000) 12011 Blundell Road Church Parking	PID 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 on Plan 87640 Secondly: Parcel E (Bylaw Plan LMP4874) Thirdly: Parcel F (Bylaw Plan LMP12615) Fourthly: Part on SRW Plan 21735	Cornerstone Evangelical Baptist Church of Vancouver 7890 No. 5 Road Richmond, B.C. V6Y 2V2	10% 5,158.4 m ²	90% 46,426.6 m ²	100% 100%	0% 0%
Dharma Drum Mountain Buddhist Association (025-222-030) 8240 No. 5 Road Manse	PID 003-740-315 Lot 23 Section 19 Block 4 North Range 5 West New Westminster District Plan 55080	Dharma Drum Mountain Buddhist Association 8240 No. 5 Road Richmond, B.C. V6Y 2V4	34.8% 3,384 m ² 0.836 acres	65.2% 6,333 m ² 1.565 acres	71.8% 729.75 m ²	28.2% 286.33 m ²
Fraserview Mennonite Brethren (080-623-027) 11295 Mellis Drive (Site Area 2.79 Acres)	PID 000-471-780 That portion of Lot 176 Section 25 Block 5 North Range 6 West New Westminster District Plan 53633	BC Conference of the Mennonite Brethren Churches 11295 Mellis Drive Richmond, B.C. V5X 4K2	71.7% 8,077 m ² 1.996 acres	28.3% 3,180.3 m ² 0.794 acres	100% 100%	0% 0%

SCHEDULE B to BYLAW 10670

NAME, ROLL NO. & CIVIC ADDRESS	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
International Buddhist Society (046-195-007) 9160 Steveston Highway Manse The land under the taxable improvements situated on this property shall also be assessed as taxable.	PID 026-438-160 Section 3 Block 3 North Range 6 West New Westminster District Plan BCP19994 Parcel 1	International Buddhist Society 9160 Steveston Highway Richmond, B.C. V7A 1M5	36.5% 16,458.69 m ²	63.5% 28,622.31 m ²	83.2% of remaining hall 3,132.4 m ² 0% of farm buildings	16.8% of hall used for Manse and dining 632.0 m ² 100% of farm buildings
Ling Yen Mountain Temple (030-901-000) 10060 No. 5 Road (Site Area 4.916 Acres) Manse	PID 025-566-806 Lot 42 Except: Part Dedicated Road on Plan LMP22689, Section 31 Block 4 North Range 5 West New Westminster District Plan 25987	Ling Yen Mountain Temple 10060 No. 5 Road Richmond, B.C. V7A 4C5	27.7% 5,502.6 m ² 1.36 acres	72.3% 14,391.7 m ² 3.556 acres	50.6% 1,199.3 m ²	49.4% 1,171.8 m ²
Nanaksar- Gurdwara- Gursikh Temple (002-881-941) 18691 Westminster Highway (Site Area 14.88 Acres) Manse	PID 023-751-878 Lot 1 Section 6 Block 4 North Range 4 West New Westminster District Plan 33029	Nanaksar-Gurdwara- Gursikh Temple 18691 Westminster Highway Richmond, B.C. V6V 1B1	16% 9,619.5 m ² 2.377 acres	84% 50,597.7 m ² 12.503 acres	86.9% of Manse 2,925.05 m ² 100% of Religious Hall	13.1% of Manse 441.29 m ²

Bylaw 10670
PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP

SCHEDULE B to BYLAW 10670

NAME, ROLL NO. & CIVIC ADDRESS	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
Parish of St. Alban's (Richmond) (064-132-000) 7260 St. Alban's Road Manse	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. Alban's Road Richmond, B.C. V6Y 2K3	91.6% 4,464.1 m ²	8.4% 406.9 m ²	0% of Manse 100% of Religious Hall	100% of Manse 83.6 m ²
Parish of St. Anne's Steveston Anglican Church (097-615-002) 4071 Francis Road Religious Hall Commercial Use	PID 002-456-320 Lot 2 of Section 23 Block 4 North Range 7 West New Westminster District Plan 70472	Parish of St. Anne's 4071 Francis Road Richmond, B.C. V7C 1J8	99.2% 3,067.86 m ²	0.8% 24.14 m ²	97.8% 1,090.66 m ²	2.2% 24.14 m ²
Peace Evangelical Church (025-231-041) 8280 No. 5 Road Manse	PID 004-099-303 Lot 24 Section 19 Block 4 North Range 5 West New Westminster District Plan	Peace Evangelical Church 8280 No. 5 Road Richmond, B.C. V6Y 2V4	34.4% 3,614.3 m ² 0.893 acres	65.6% 6,892.7 m ² 1.703 acres	100% of Religious Hall 0% of Manse	100% Manse
Richmond Alliance Church (047-535-044) 11371 No. 3 Road (Site Area 2.5 acres)	PID 004-113-331 South Half of 14 Section 5 Block 3 North Range 6 West New Westminster District Plan 4120	Christian and Missionary Alliance (Canadian Pacific District) 11371 No. 3 Road Richmond, B.C. V7A 1X3	80% 8,077.5 m ² 1.996 acres	20% 2,030.5 m ² 0.504 acres	100%	0%

Bylaw 10670
PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP

SCHEDULE B to BYLAW 10670

NAME, ROLL NO. & CIVIC ADDRESS	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
Richmond Baptist Church (065-972-089) 6560 Blundell Road Manse and Parking	PID 006-457-118 Lot 43 Section 19 Block 4 North Range 6 West New Westminster District Plan 30356	Richmond Baptist Church 6640 Blundell Road Richmond, B.C. V7C 1H8	57% 1,151.4 m ²	43% 868.6 m ²	0% of Manse	100% of Manse 106.84 m ²
Richmond Baptist Church (066-062-000) 6640 Blundell Road	PID 033-732-193 Section 19 Block 4 North Range 6 West New Westminster District Plan 71422 Parcel A	Richmond Baptist Church 6640 Blundell Road Richmond, B.C. V7C 1H8	Portion of land not under church	Land under manse	0% of Manse 100% of Religious Hall	100% of Manse
Richmond Pentecostal Church (060-287-008) 9260 Westminster Highway Manse and Parking	PID 004-140-125 Lot A Section 10 Block 4 North Range 6 West New Westminster District Plan 13172	Pentecostal Assemblies of Canada 9260 Westminster Highway. Richmond, B.C. V6X 1B1	30% Paved parking area behind building 652.2 m ²	70% Non- parking area 1,521.8 m ²	0%	100%
Richmond Pentecostal Church (060-300-000) 9300 Westminster Highway	PID 024-957-828 Lot 107 Section 10 Block 4 North Range 6 West New Westminster District Plan 64615	Pentecostal Assemblies of Canada 9300 Westminster Highway Richmond, B.C. V6X 1B1	58.7% 8,093.7 m ² 2 acres	51.3% 5,690.3 m ² 1.4 acres	100%	0%

Bylaw 10670
PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP

SCHEDULE B to BYLAW 10670

NAME, ROLL NO. & CIVIC ADDRESS	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
Science of Spirituality Eco Centre (045-488-098) Civic address: 11011 Shell Road Farm Land	PID 015-725-871 Parcel F (Reference Plan 2869) Section 2 Block 3 North Range 6 West New Westminster District Except: Part Dedicated Road on Plan LMP4152 PID 013-082-566 North Easterly 5 and 1/5th Square Chains Section 2 Block 3 North Range 6 West New Westminster District Except: Part Dedicated Road by Plan LMP54152 PID 015-342-433 Parcel D (Explanatory Plan 1980) Section 2 Block 3 North Range 6 West New Westminster District PID 015-725-880 Parcel "G" (Reference Plan 2870) Section 2 Block 3 North Range 6 West New Westminster District	Science of Spirituality SKRM Inc. 9100 Van Horne Way Richmond, B.C. V6X 1W3	50% 385 m ²	50% 385 m ²	100%	0%

Bylaw 10670
PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP

SCHEDULE B to BYLAW 10670

NAME, ROLL NO. & CIVIC ADDRESS	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
South Arm United Church (047-431-056) 11051 No. 3 Road (Site Area 6.42 acres)	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)	Congregation of the South Arm United Church of Canada 11051 No. 3 Road Richmond, B.C. V7A 1X3	31.6% 8,093.7 m ² 2 acres	68.4% 17,496.3 m ² 4.42 acres	100%	0%
St. Gregory Armenian Apostolic Church of BC (018-330-000) 13780 Westminster Highway	PID 002-946-068 Lot "A" (RD 190757) Section 8 Block 4 North Range 5 West New Westminster District Plan 12960	Armenian Apostolic Church of British Columbia 13780 Westminster Highway Richmond, B.C. V6V 1A2	95% 2,505.15 m ²	5% 131.85 m ²	100%	0%
St. Joseph The Worker Parish (099-300-034) 4451 Williams Road (Site Area 8.268 acres) 3.26 and 5.00 acres	PID 010-887-725 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	Roman Catholic Archbishop of Vancouver St. Joseph the Worker Parish 4451 Williams Road Richmond, B.C. V7E 1J7	38.8% 9,397.07 m ² 2.32 acres	61.2% 14,838.13 m ² 3.67 acres	60% 635.4 m ²	40% 423.6 m ²

Bylaw 10670
PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP

SCHEDULE B to BYLAW 10670

NAME, ROLL NO. & CIVIC ADDRESS	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
St. Monica's Parish (040-800-004) 12011 Woodhead Road (Site Area 1.60 acres) Manse and Hall	PID 024-840-319 Lot A Section 31 Block 5 North Range 5 West New Westminster District Plan LMP47203	Roman Catholic Archbishop of Vancouver St. Monica's Parish 12011 Woodhead Road Richmond, B.C. V6V 1G2	Note: The land under the manse is exempt; the manse itself is not exempt. 73.35% 4,744.33 m ² 1.17 acres	Note: The land under the manse is exempt; the manse itself is not exempt. 26.65% 1,723.67 m ² 0.43 acres	0% of Manse 100% of Religious Hall	100% of Manse 196.8 m ²
St. Paul's Roman Catholic Parish (067-043-063) 8251 St. Alban's Road (Site Area 4.77 acres)	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 St. Paul's Roman Catholic Parish 8251 St. Alban's Road Richmond, B.C. V6Y 2L2	40% 7,698.4 m ² 1.90 acres	60% 11,547.6 m ² 2.86 acres	100%	0%
Steveston Buddhist Temple (087-401-000) 4360 Garry Street (Site Area 4.53 acres)	PID 001-235-265 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	Steveston Buddhist Temple 4360 Garry Street Richmond, B.C. V7E 2V2	44.15% 8,093.7 m ² 2 acres	55.85% 10,238.56 m ² 2.53 acres	100%	0%

Bylaw 10670
PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP

SCHEDULE B to BYLAW 10670

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND OF TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
Thrangu Monastery Association (025-193-000) 8140 No. 5 Road Manse	PID 027-242-838 Lot A Section 19 Block 4N Range 5W New Westminster District Plan BCP3284+++2	Thrangu Monastery Association 8140 No. 5 Road Richmond, B.C. V6Y 2V4	0% of land beneath the dormitory 59.55% 11,421.8 m ² 2.82 acres	100% of land beneath the dormitory 40.45% 7,759.2 m ² 1.92 acres	76.3% 2,060.1 m ²	23.7% 639 m ²
Thrangu Monastery Association (025-193-000) & (025-202-011) - Combined 8140/8160 No. 5 Road	PID 027-242-838 Lot A Section 19 Block 4N Range 5W New Westminster District Plan BCP32842	Thrangu Monastery Association 8140 No. 5 Road Richmond, B.C. V6Y 2V4	59.55% 11,421.8 m ² 2.82 acres	40.45% 7,759.2 m ² 1.92 acres	100% of the shed used to store religious artefacts	0%
Towers Baptist Church (070-101-000) 10311 Albion Road (Site Area 2.148 acres) 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	New Wineskins Society 10311 Albion Road Richmond, B.C. V7A 3E5	78.9% 7,002.4 m ² 1.73 acres	21.1% 1,872.6 m ² 0.418 acres	0% of Manse 100% of Religious Hall	100% Manse 162.6 m ²

Bylaw 10670
PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP

SCHEDULE B to BYLAW 10670

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND OF TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
Trinity Lutheran Church (064-438-000) 7100 Granville Avenue Manse and Hall	PID 025-555-669 Section 17 Block 4 North Range 6 West Plan BCP3056 Parcel A	Trinity Lutheran Church – Richmond 7100 Granville Avenue Richmond, B.C. V6Y 1N8	87.09% 6,012.32	12.91% Manse 891.68 m ²	0% of Manse 100% of Religious Hall	100% of Manse 142.5 m ² 0% of Religious Hall
Vancouver International Buddhist Progress Society (082-304-006) 8271 Cambie Road (Site Area 0.757 acres)	PID 00-316-002 9 Section 28 Block 5 North Range 6 West Plan 7532	Vancouver International Buddhist Progress Society 6680 – 8181 Cambie Road Richmond, B.C. V6X 3X9	76% 2,322.58 m ²	24% 740.42 m ²	N/A	N/A
Vancouver International Buddhist Progress Society (082-265-059) 6680 – 8181 Cambie Road Manse	PID 018-553-591 Strata Lot 59 Section 28 Block 5 North Range 6 West New Westminster District Plan Strata Plan LMS1162	Vancouver International Buddhist Progress Society 6680 – 8181 Cambie Road Richmond, B.C. V6X 3X9	91.72% 1,212.05 m ²	8.28% 109.40 m ²	0% of Manse Remaining Religious Hall	100% Manse 109.4 m ²

SCHEDULE B to BYLAW 10670

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND ABOVE TAXABLE CALCULATION	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
Vancouver International Buddhist Progress Society (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	Vancouver International Buddhist Program Society 6680 – 8181 Cambie Road Richmond, B.C. V6X 3X9	Included in Above Calculation	Included in Above Calculation	Included in Above Calculation	Included in Above Calculation
Vedic Cultural Society of BC (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, B.C. V6Y 2V4	88% 8,883.6 m ²	12% 1,211.4 m ²	99.1% 2,144.6 m ²	0.9% 18.9 m ²

SCHEDULE C to BYLAW 10670

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	TENANTS MAILING ADDRESS
(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	That portion of the property occupied by Crave Church	Crave Church 8151 Bennett Road Richmond BC V6Y 1N4
(136-467-527) 3211 Grant McConachie Way	PID 009-025-103 Lot 58 Sections 14, 15, 16, 17, 20, 21, 23 and 29 Block 5 North Range 7 West New Westminster District Plan 29409	That portion of the property occupied by Vancouver Airport Chaplaincy	Vancouver Airport Chaplaincy Box 32362 Domestic Terminal RPO Richmond, B.C. V7B 1W2

Bylaw 10670
 CHARITABLE, PHILANTHROPIC & OTHER
 NOT-FOR-PROFIT – ELDERLY CITIZENS HOUSING
 (PROVINCIAL ASSISTANCE)

SCHEDULE D to BYLAW 10670

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	OWNER/HOLDER'S MAILING ADDRESS
(086-938-001) 11820 No. 1 Road	PID 001-431-030 Lot 2 Section 2 Block 3 North Range 7 West NWD Plan 69234	Anavets Senior Citizens Housing Society #200 - 951 East 8th Avenue Vancouver, B.C. V5T 4L2

SCHEDULE E to BYLAW 10670

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	OWNER/HOLDER'S MAILING ADDRESS
(064-762-037) 303 – 7560 Moffatt Road	PID 014-890-305 Strata Lot 37 Section 17 Block 4 North Range 6 West New Westminster District Strata Plan NW/3081	Aspire Richmond Support Society (Owner) 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(086-080-000) 431 Catalina Crescent	PID 001-562-797 Lot 24 Block 5 North Range 6 West New Westminster District Plan NW/P9740 Suburban Block J, Section 29/30	Aspire Richmond Support Society (Owner) 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(097-575-028) 4433 Francis Road	PID 003-887-022 Lot 890 Section 23 Block 4 North Range 7 West New Westminster District Plan 66590	Aspire Richmond Support Society (Owner) 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(099-126-002) 5728 Woodwards Road	PID 027-789-471 Lot A Section 25 Block 4 North Range 7 West New Westminster District Plan BCP39662	Aspire Richmond Support Society (Owner) 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(099-561-000) 9580 Pendleton Road	PID 003-751-678 Lot 450 Section 26 Block 4 North Range 7 West NWD Plan 66281	Aspire Richmond Support Society (Tenant) 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(058-885-000) 6531 Azure Road	PID 003-680-100 Lot 525 Section 7 Block 4 North Range 6 West NWD Plan 25611	Development Disabilities Association 100 – 3851 Shell Road Richmond, B.C. V6X 2W2
(067-321-001) 8400 Robinson Road	PID 009-826-386 Lot 80 Except: Part Subdivided by Plan 81951, Section 21 Block 4 North Range 6 West NWD Plan 12819	Development Disabilities Association 100 – 3851 Shell Road Richmond, B.C. V6X 2W2

SCHEDULE E to BYLAW 10670

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	OWNER/HOLDER'S MAILING ADDRESS
(099-371-000) 4811 Williams Road	PID 004-864-077 Lot 4 Section 26 Block 4 North Range 7 West NWD Plan 17824	Greater Vancouver Community Service Society 320 – 1212 W. Broadway Vancouver, B.C. V6H 3V1
(080-622-000) 11331 Mellis Drive	PID 004-107-292 Lot 175 Section 25 Block 5 North Range 6 West NWD Plan 53633	Pinegrove Place Menmonite Care Home Society of Richmond 11331 Mellis Drive Richmond, B.C. V6X 1L8
(082-199-000) 9020 Bridgeport Road	PID 002-672-855 Block 5 North Range 6 West New Westminster District Plan 60997 Parcel B, Section 27/28, REF 60997	0952590 BC Ltd. Richmond Lion's Manor Suite 500 – 520 W 6 th Avenue Vancouver BC V5Z 4H5
(065-571-000) 6260 Blundell Road	PID 005-146-135 Lot "A" (RD135044) Section 19 Block 4 North Range 6 West New Westminster District Plan 48878	Rosewood Manor Richmond Intermediate Care Society 6260 Blundell Road Richmond, B.C. V7C 5C4
084-988-041 10411 Odlin Road	PID 017-418-780 Lot 141 Section 35 Block 5 North Range 6 West New Westminster District Plan LMP942	Turning Point Recovery Society Suite 260 – 7000 Minoru Boulevard Richmond, BC V6Y 3Z5

Bylaw 10670
CHARITABLE, PHILANTHROPIC & OTHER
NOT-FOR-PROFIT - ELDERLY CITIZENS HOUSING

SCHEDULE F to BYLAW 10670

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	OWNER/HOLDER'S MAILING ADDRESS
(094-282-297) 7251 Langton Road	PID 003-460-525 Lot 319 Section 13 Block 4 North Range 7 West NWD Plan 49467	Richmond Legion Senior Citizen Society #800 - 7251 Langton Road. Richmond, B.C. V7C 4R6

SCHEDULE G to BYLAW 10670

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(059-905-125) 8300 Cook Road	PID 023-800-496 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	100% that is occupied by Society of Richmond Children's Centres	Cook Road Children's Centre Society of Richmond Children's Centres 110 – 6100 Bowling Green Road Richmond, B.C. V6Y 4G2
(011-892-000) 23591 Westminster Highway	PID 028-376-650 Lot B Section 36 Block 5 North Range 4 West New Westminster District Plan BCP46528	That portion of the property occupied by Society of Richmond Children's Centres	Cranberry Children's Centre Society of Richmond Children's Centres 23591 Westminster Highway Richmond, B.C.
(094-391-000) 7611 Langton Road	PID 004-700-368 Lot 11 Section 13 Block 4 North Range 7 West NWD Plan 19107	100%	Development Disabilities Association 100 – 3851 Shell Road Richmond, B.C. V6X 2W2
(030-700-001) 10640 No. 5 Road	PID 028-631-595 Lot F Section 31 Block 4 North Range 5 West New Westminster District Plan EPP12978	That portion of property occupied by Society of Richmond Children's Centres	Gardens Children's Centre Society of Richmond Children's Centres 4033 Stolberg Street Richmond, B.C. V6X 3N7
(058-305-999) 6899 Pearson Way	PID 028-696-212 LT 13 SEC 5 BLK 4N RGE 6W NWD PL BCP49385	That portion of property occupied by YMCA of Greater Vancouver	Hummingbird Child Care Centre YMCA of Greater Vancouver 10 - 620 Royal Avenue New Westminster, B.C. V3M 1J2

SCHEDULE G to BYLAW 10670

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(064-810-002) 7000 Minoru Boulevard	PID 018-489-613 Lot 1 Section 17 Block 4 North Range 6 West NWD Plan LMP 12593	100% of land and improvements leased to Richmond Caring Place or 8,038 sq.m. as indicated in LMP 12594	Richmond Caring Place 140 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(067-813-001) 8660 Ash Street	PID 017-854-997 Lot C Section 22 Block 4 North Range 6 West Plan 2670	Exempting that portion of the property occupied by the Richmond Family Place	Richmond Family Place 8660 Ash Street Richmond, B.C. V6Y 2S3
(090-515-105) 5862 Dover Crescent	PID 023-648-058 Strata Lot 105 Section 1 Block 4 North Range 7 West New Westminster District Strata Plan LMS2643	That portion of property occupied by Riverside Children's Centre	Riverside Children's Centre Developmental Disability Association 100 – 3851 Shell Road Richmond, B.C. V6X 2W2
(059-709-030) 6380 No. 3 Road	PID 031-603-432 SEC 9 BLK 4N RGE 6W NWD PL EPP115105 ARSPCPRCLNMBR 1	That portion of property occupied by Aspire Richmond Support Society	Seedlings Early Childhood Development Hub Aspire Richmond Support Society 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(073-560-608) 10380 No. 2 Road	PID 029-631-408 Lot 2 Section 31 Block 4 North Range 6 West New Westminster District Plan EPP49229	That portion of property occupied by YMCA of Greater Vancouver	Seasong Child Care Centre YMCA of Greater Vancouver 10 - 620 Royal Avenue New Westminster, B.C. V3M 1J2
(082-020-000) 3368 Carscallen Road	PID 031-479-090 Air Space Parcel 1 Section 28 Block 5 North Range 6 West New Westminster District Air Space Plan EPP 108791	That portion of property occupied by YMCA of Greater Vancouver	Sprouts Early Childhood Development Hub YMCA of Greater Vancouver 10 - 620 Royal Avenue New Westminster, B.C. V3M 1J2

SCHEDULE G to BYLAW 10670

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(093-050-002) 6011 Blanshard Drive	PID 019-052-685 Lot 2 Section 10 Block 4 North Range 7 West New Westminster District Plan LMP19283	100% that is occupied by Society of Richmond Children's Centres	Terra Nova Children's Centre Society of Richmond Children's Centres 110 – 6100 Bowling Green Road Richmond, B.C. V6Y 4G2
(089-830-129) 5500 Andrews Road, Unit 100	PID 023-684-801 Strata Lot 129 Section 12 Block 3 North Range 7 West New Westminster District Strata Plan LMS2701	That portion of property occupied by Treehouse Learning Centre	Treehouse Learning Centre Aspire Richmond Support Society 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(084-195-000) 4033 Stolberg Street	PID 028-745-540 Section 34 Block 4 North Range 6 West New Westminster District Plan BCP49848 Air Space Parcel 3	100% that is occupied by Society of Richmond Children's Centres	West Cambie Child Care Centre Society of Richmond Children's Centres 110 – 6100 Bowling Green Road Richmond, B.C. V6Y 4G2
(057-600-003) 650-5688 Hollybridge Way	PID 030 085 489 Section 5 Block 4 North Range 6 West NWD Plan EPP65030 Air Space Parcel 1	100% that is occupied by Atira Women's Resource Society	Willow Early Care and Learning Centre Atira Women's Resource Society #201 – 190 Alexander Street Vancouver, B.C. V6A 1B5
(079-772-001) 10277 River Drive	PID 031-035-124 Lot 1 Section 23 Block 5 North Range 6 West NWD Plan EPS5734	100% of the portion of the property in the name of the City of Richmond and occupied by Atira Women's Resource Society	River Run Early Care and Learning Centre Atira Women's Resource Society #201 – 190 Alexander Street Vancouver, B.C. V6A 1B5

SCHEDULE H to BYLAW 10670

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(097-842-000) 4780 Blundell Road	PID 001-145-801 Lot 2 Block 4 North Range 7 West New Westminster District Plan 3892	That portion of the property occupied by Girl Guides of Canada	Girl Guides of Canada 4780 Blundell Road Richmond, B.C. V7C 1G9
(051-521-010) 11551 Dyke Road	PID 014-924-781 Dedicated Park Plan 565772	That portion of the property occupied by Girl Guides of Canada	Girl Guides of Canada 1476 West 8th Avenue Vancouver, BC V6H 1E1
(083-465-000) 7411 River Road	PID 007 206 518 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)	That portion of the property occupied by Navy League of Canada National Council	Navy League of Canada National Council c/o Richmond/Delta Branch Box 43130 Richmond, B.C. V6Y 3Y3
(067-238-002) 8275 Garden City Road	PID 024-817-830 Lot 2 Section 21 Block 4N Range 6W New Westminster District Plan LMP46700	That portion of the property occupied by Richmond City Baseball Association	Richmond City Baseball Association Box 26513, Blundell RPO 8180 No. 2 Road #152 Richmond, B.C. V7C 5M9
(083-218-005) 7400 River Road (Unit 140)	PID 003-752-534 Lot 20 Section 32 Block 5 North Range 6 West New Westminster District Plan 40727	That portion of the property occupied by Richmond Gymnastics Association	Richmond Gymnastics Association Unit 140 – 7400 River Road Richmond B.C. V6Y 2C1

SCHEDULE H to BYLAW 10670

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(059-477-003) 6131 Bowling Green Road	PID 009 300 261 Lot 26, Except that part in Plan LMP39941 Section 8 Block 4 North Range 6 West New Westminster District Plan 24068	That portion of the property occupied by Richmond Lawn Bowling Club	Richmond Lawn Bowling Club 7321 Westminster Highway Richmond, B.C. V6X 1A3
(082-479-000) 7760 River Road	PID 009 311 998 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	That portion of the property occupied by Richmond Rod and Gun Club	Richmond Rod and Gun Club P.O. Box 26551 Blundell Centre Post Office Richmond, B.C. V7C 5M9
(083-218-005) 7400 River Road (Unit 140)	PID 003-752-534 Lot 20 Section 32 Block 5 North Range 6 West New Westminster District Plan 40727	That portion of the property occupied by Richmond Rod and Gun Club	Richmond Rod and Gun Club P.O. Box 26551 Blundell Centre Post Office Richmond, B.C. V7C 5M9
(059-216-001) 6820 Gilbert Road	PID 017 844 525 Lot A Section 8 Block 4 North Range 6 West, New Westminster District Plan LMP 5323	That portion of the property occupied by Richmond Tennis Club	Richmond Tennis Club 6820 Gilbert Road Richmond, B.C. V7C 3V4
(057-590-001) 5540 Hollybridge Way	PID 007 250 983 Lot 73 Except: Part Subdivided by Plan 48002; Sections 5 and 6 Block 4 North Range 6 West New Westminster District Plan 36115	That portion of the property occupied by Richmond Winter Club	Richmond Winter Club 5540 Hollybridge Way Richmond, B.C. V7C 4N3

SCHEDULE H to BYLAW 10670

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(088-500-046) 2220 Chatham Street	PID 004-276-159 Block 3 N Range 7W Section 4 Parcel D, Except Plan REF 43247, EXP 60417, REF 10984 File NO 1000-14-045	That portion of the property occupied by Scotch Pond Heritage Cooperative	Scotch Pond Heritage Cooperative 3811 Moncton Street Richmond, B.C. V7E 3A0
(091-575-614) 2771 Westminster Highway	PID 011-566-825 Block 4 North Range 7 West Plan NWP457	That portion of 2771 Westminster Highway occupied by Sharing Farm Society	Sharing Farm Society 2771 Westminster Highway Richmond, B.C. V7C 1A8
(091-488-000) 2900 River Road	PID 017-094-755 Lot 2 Section 4 Block 4 North Range 7 West Plan NWP88135	That portion of 2900 River Road occupied by Sharing Farm Society	Sharing Farm Society 2771 Westminster Highway Richmond, B.C. V7C 1A8

SCHEDULE I to BYLAW 10670

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(085-643-001) Unit 140-160 11590 Cambie Road	PID 018-844-456 Lot C Section 36 Block 5 North Range 6 West Plan LMP17749 Except Plan BCP 14207	That portion of the property occupied by Richmond Public Library	Richmond Public Library Cambie Branch Unit 150 - 11590 Cambie Road Richmond, B.C. V6X 3Z5
(044-761-005) 11688 Steveston Highway	PID 023-710-047 Lot 1 Section 1 Block 3 North Range 6 West Plan 32147	That portion of the property occupied by Richmond Public Library	Richmond Public Library Ironwood Branch 11688 Steveston Highway, Unit 8200 Richmond, B.C. V7A 1N6
(031-969-003) 14300 Entertainment Boulevard	PID 023-672-269 Lot C Section 33 Block 4 North Range 5 West NWD Plan LMP31752	That portion of the property occupied by City of Richmond	City of Richmond 6911 No. 3 Road Richmond, B.C. V6Y 2C1
(057-561-007) 5900 Minoru Boulevard	PID 028-325-257 Lot A Section 5 Block 4 North 6 West New Westminster District Plan BCP45912	That portion of the property occupied by City Centre Community Centre	City of Richmond 6911 No. 3 Road Richmond, B.C. V6Y 2C1
(051-557-060) 12071 No. 5 Road	PID 013-082-531 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	That portion of the property occupied by BC Society for the Prevention of Cruelty to Animals	City of Richmond 6911 No. 3 Road Richmond, B.C. V6Y 2C1



City of Richmond

Report to Committee

To: Finance Committee
From: Claudia Jesson
Director, City Clerk's Office

Date: September 19, 2025
File: 03-0950-02

Re: Referral Response – Finance and Audit Committee

Staff Recommendation

That the amended Terms of Reference for the Finance and Audit Committee as outlined in the report dated September 19, 2023 titled "Referral Response – Finance and Audit Committee," from the Director, City Clerk's Office, be approved.

Claudia Jesson
Director, City Clerk's Office
(604-276-4006)

Att. 1

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Business Services	☒	
Finance	☒	
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

At the Open General Purposes Committee meeting held on July 7, 2025, the following resolution was adopted:

- 1) *That Council change the name of the Finance Committee to the "Finance and Audit Committee"; and,*
- 2) *That it be referred to staff to alter the Terms of Reference of said Finance and Audit Committee to include responsibilities relating to internal audits and report back.*

This report responds to the above noted resolution and supports Council's Strategic Plan 2022-2026 Focus Area #4 Responsible Financial Management and Governance:

Responsible financial management and efficient use of public resources to meet the needs of the community.

4.2 Seek improvements and efficiencies in all aspects of City business.

4.3 Foster community trust through open, transparent and accountable budgeting practices and processes.

Analysis

The purpose of the Finance Committee as defined in its Terms of Reference is to oversee the financial planning, management and reporting matters of the City, to provide recommendations to City Council and to serve as the City's Audit Committee.

The General Purposes Committee, at its meeting held on July 7, 2025, discussed the desire for the organization to enhance its internal audit activities and provide additional information to Council by expanding the scope of the Finance Committee. As a result, amendments to the Terms of Reference have been drafted as follows:

- Name of Committee changed to "Finance and Audit Committee"
- Specific Areas of Responsibilities has been expanded to include the following:
 - Other financial planning, management and reporting matters
 - Internal audit plans and reports
 - Richmond Olympic Oval Corporation financial reports
 - Lulu Island Energy Company financial reports
- Committee Responsibilities expanded to include oversight of Internal Audit Plans and Reports with the role of the Committee to:
 - Review and provide input into Internal Audit Plans
 - Review internal audit reports including findings and recommendations

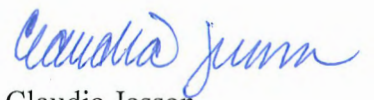
A redlined version of the Terms of Reference is included as Attachment 1.

Financial Impact

None.

Conclusion

In alignment with Council's strategic focus on responsible financial management and governance, staff were directed to prepare updates to the Terms of Reference of the Finance Committee. The draft amended Terms of Reference as presented in this report reflect the expanded scope of the Committee.



Claudia Jesson
Director, City Clerk's Office
(604-276-4006)

Att. 1: Amended Terms of Reference

**City of Richmond
Finance and Audit Committee
Terms of Reference**

Committee Name: Finance and Audit Committee

Committee Chair: Mayor

Responsible to: Richmond City Council

Purpose

The purpose of the Finance and Audit Committee is to oversee significant financial planning, management and reporting matters of the City, to provide recommendations to City Council and to serve as the City's Audit Committee.

Membership

The committee is composed of all members of City Council. The Chair of the Committee is the Mayor.

Meetings

Meetings are scheduled for the first Monday of each month immediately following the General Purposes Committee meeting. If there are insufficient agenda items, a meeting may be cancelled or if there are matters requiring urgent attention, a meeting may be called at the request of the Chair.

Specific Areas of Responsibilities

The Committee is responsible for the following:

1. City's 5 Year Financial Plan and Expenditure Bylaw
2. Annual Operating and Capital Budget
3. Annual Library Budget
4. Annual Tax Rate Bylaw
5. Annual Utility Budget
6. Annual Utility Rate Bylaw
7. Annual Audited Financial Statements, Audit Report and Management letter
8. Annual Report
9. Report under the Financial Information Act
10. Permissive Tax Exemptions
11. Development Cost Charges Bylaw
12. Consolidated Fees Bylaw

13. Banking services and bank signing officers
14. Borrowing Bylaw
15. Finance policies
16. Quarterly financial information
17. Purchasing activity
18. Investment management activities
19. Establishment of reserves
20. Other financial planning, management and reporting matters
21. Internal audit plans and reports
22. Richmond Olympic Oval Corporation financial reports
23. Lulu Island Energy Company financial reports
24. Richmond Library Board year end financial reports

Committee responsibilities

1. Review and recommend the appointment of the City's External Auditor
2. Review of the audit planning letter
3. Review the appropriateness and adequacy of the City's financial and management control and information systems and management practices, including system controls and security
4. Review significant findings and recommendations made by the City's External Auditor, together with staff responses
5. Upon completion of the annual audit of the City's consolidated financial statements, the Committee will review with staff and the External Auditor and advise Council with respect to:
 - The City's annual financial statement and related notes, are fairly represented in all material aspects in accordance with generally accepted accounting principles
 - Any proposed changes in accounting policies, financial statement presentation or in the financial statement notes
 - Regulatory matters and legal claims or potential claims that may have a material effect on the financial statements and;
 - Such other matters concerning the audit procedures or findings that Generally Accepted Auditing Standards require the External Auditor to discuss with the Audit Committee
 - Any matters that the external auditors wish to bring to the attention of Council
6. Review and provide input into Internal Audit Plans.
7. Review internal audit reports including findings and recommendations.



City of Richmond

Report to Committee

To: Planning Committee

Date: September 15, 2025

From: Joshua Reis
Director, Development

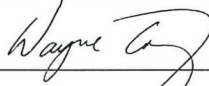
File: 01-0172-02/2025-Vol 01

Re: Appointment of Approving Officer

Staff Recommendation

That Chris Bishop, Manager, Development – East, be appointed as an Approving Officer in accordance with Section 77 of the *Land Title Act*.

Joshua Reis
Director, Development
(604-247-4625)

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
SENIOR STAFF REPORT REVIEW	INITIALS: 
APPROVED BY CAO 	

Staff Report

Origin

The current appointments to the position of Approving Officer are:

- Wayne Craig, General Manager, Planning and Development;
- Joshua Reis, Director, Development;
- Amritpal (Paul) Sandhu, Program Manager – Subdivision and Servicing; and
- Andrew Norton, Manager, Development – West.

Given recent hiring within the Development Applications Department, this report seeks to appoint Chris Bishop as an Approving Officer.

Analysis

The authority for Council to appoint an Approving Officer is found in Section 77 of the *Land Title Act*. The role of the Approving Officer is to evaluate applications for the subdivision or consolidation of land within the City in accordance with all applicable regulations and bylaws.

It is typical practice for Municipalities to assign multiple Approving Officers to provide backup coverage during vacations and absences to ensure timely access to services.

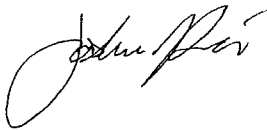
The City has a history of appointing management staff within the Development Applications Department as Approving Officers, given their day-to-day responsibilities in the review of development and subdivision proposals. Chris Bishop has recently assumed the position of Manager, Development – East with the department.

Financial Impact

None.

Conclusion

As a result of staffing changes within the Development Applications Department, it is recommended that Chris Bishop, Manager, Development – East, be appointed to the position of Approving Officer.



Joshua Reis
Director, Development
(604-247-4625)

JR:js



City of Richmond

Report to Committee

To: Planning Committee

Date: September 16, 2025

From: Peter Russell
Director, Housing

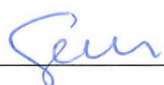
File: 08-4057-05/2025-Vol 01

Re: Housing Agreement Amendment Application for 7811 Alderbridge Way

Staff Recommendation

That Housing Agreement (7811 Alderbridge Way) Bylaw No.10090, Amendment Bylaw No. 10645 be introduced and given first, second, and third readings.

Peter Russell
Director, Housing
(604-276-4130)

REPORT CONCURRENCE		
ROUTED TO: Development Applications Law	CONCURRENCE ☒ ☒	CONCURRENCE OF DEPUTY CAO 
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO 

Staff Report

Origin

This report outlines a request from the property owner, Onni 7811 Alderbridge Holding Corp. Inc. No. BC1067884 ('Owner') to amend the definitions of permitted rent and eligible tenants in Housing Agreement Bylaw 10090 associated with RZ 17-765420 and DP 18-841057 at 7811 Alderbridge Way.

On November 12, 2024, Council approved changes to the City's Low-End Market Rental (LEMR) Program, updating the permitted rents and income thresholds as described in the report titled "Updating the Low-End Market Rental (LEMR) Program to Support the Delivery of Affordable Housing" dated October 16, 2024.

The updated rates, now set at 10% below CMHC market averages, reflect current market conditions and, therefore, provide for increased development viability and improved long-term financial sustainability, the latter relating to ongoing operations, including for non-profit operators.

The updated rates apply to housing agreements for new or in-stream development applications. The updated rates can be applied to existing agreements where an amending bylaw is adopted by Council. At the time of updating LEMR rent and income thresholds for new housing agreements, staff outlined that updates to existing agreements would be presented to Council for consideration on a case-by-case basis.

This report supports Council's Strategic Plan 2022-2026 Focus Area #2 Strategic and Sustainable Community Growth:

Strategic and sustainable growth that supports long-term community needs and a well-planned and prosperous city.

2.2 Develop and implement innovative and proactive solutions that encourage a range of housing options and prioritize affordability.

Analysis

The housing agreement amendment application for the Onni development at 7811 Alderbridge Way implements the updated LEMR rent rates endorsed in November, 2024. Housing Agreement Bylaw No. 10090 was adopted on May 25, 2020, and secures 21 LEMR homes. This development also includes 347 market-ownership homes and 275 m² (2,960 ft²) of commercial space. The 21 LEMR homes are distributed throughout the development, and the operator is yet to be determined. The Onni development is in the early stages of construction and is not yet tenanted.

The requested amendment would have the effect of repealing and replacing the existing housing agreement. The repeal and replace approach ensures consistency in the terms of the agreement and lessens the administrative burden of oversight and enforcement when carrying out the statutory declaration process.

In addition to amendments pertaining to rents and income thresholds, the changes include minor drafting updates that modernize the older agreement without altering the core obligations of the owner. Notable changes to this agreement are outlined below:

- The application seeks amendments to the definitions of “permitted rent” and “eligible tenant”. Council’s approval of the requested amendments would bring maximum rent rates and income thresholds into alignment with the rates established within the City’s updated LEMR Program framework. Specifically, the amendments would set permitted rent rates at 10% below CMHC average market rents applicable to the City of Richmond, and income thresholds would be set at the point at which annual rents reflect 30% of the gross (before-tax) household income.
- The amendment bylaw includes a provision that would allow the LEMR owner to charge tenants for parking as set out by Council policy adopted on July 28, 2025.

Financial Impact

None

Conclusion

The proposed amendment to Housing Agreement Bylaw No. 10090 aligns maximum permitted rents and tenant eligibility with the rates and limits endorsed by Council in November, 2024.



Laurel Eyton
Planner 1, Affordable Housing
(604-247-4944)



City of Richmond

Bylaw 10645

Housing Agreement (7811 Alderbridge Way) Bylaw No. 10090, Amendment Bylaw No. 10645

The Council of the City of Richmond enacts as follows:

1. **Housing Agreement (7811 Alderbridge Way) Bylaw No. 10090** is hereby amended by deleting Schedule A thereto and replacing it with Schedule 1 to this Bylaw.
2. This Bylaw is cited as “**Housing Agreement (7811 Alderbridge Way) Bylaw No. 10090, Amendment Bylaw No. 10645**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

CITY OF RICHMOND
APPROVED for content by originating Division 
APPROVED for legality by Solicitor 

Schedule 1 to Bylaw 10645

SCHEDULE A

To Housing Agreement (7811 Alderbridge Way) Bylaw No. 10090

**HOUSING AGREEMENT BETWEEN ONNI 7811 ALDERBRIDGE HOLDING CORP.,
INC. NO. BC1067884 AND THE CITY OF RICHMOND**

AMENDED AND RESTATED AFFORDABLE HOUSING AGREEMENT
(Section 483 *Local Government Act*)

THIS AMENDMENT is dated for reference _____, 2025

BETWEEN:

ONNI 7811 ALDERBRIDGE DEVELOPMENT LIMITED PARTNERSHIP, a limited partnership duly formed under the laws of the Province of British Columbia and having its registered office at at 200- 1010 Seymour Street, Vancouver, B.C. V6B 3M6, by its general partner **ONNI DEVELOPMENT (7811 ALDERBRIDGE) CORP.**, a corporation duly incorporated under the laws of the Province of British Columbia and having its registered office at at 200- 1010 Seymour Street, Vancouver, B.C. V6B 3M6

(the “Beneficiary”)

AND:

ONNI 7811 ALDERBRIDGE HOLDING CORP. (Incorporation No. BC1067884), a company duly incorporated under the laws of the Province of British Columbia and having its registered office at 200- 1010 Seymour Street, Vancouver, B.C. V6B 3M6

(the “Nominee”, together with the Beneficiary, the “Owner”)

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”)

WHEREAS:

- A. The Beneficiary is the beneficial owner and the Nominee is the registered owner of the Lands (as hereinafter defined);
- B. The Owner applied to the City for permission to rezone the Lands, pursuant to the Rezoning Application no. 17-765420 (the “Rezoning”), to permit the construction of a Development on the Lands;
- C. As a consideration of Rezoning, the Owner and the City entered into a Housing Agreement dated for reference December 10, 2019 (the “Original Agreement”) to provide for affordable housing, pursuant to the Affordable Housing Strategy, on the Lands, which was approved by Council for the City under Housing Agreement (7811 Alderbridge Way) Bylaw No. 10090;

Housing Agreement (Section 483 *Local Government Act*)
7811 Alderbridge Way and 7028 River Parkway
Application No. RZ 17-765420 Zoning Bylaw No.9867
RZ Consideration #17

- D. The Owner is now applying to the City for permission to revise the maximum rent and maximum household income and thus the Owner and the City have now agreed to enter into this Agreement for the purpose of replacing the Original Agreement,

NOW THEREFORE 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 Strategy"** means the Richmond Affordable Housing Strategy approved by the City on March 12, 2018, and containing a number of recommendations, policies, directions, priorities, definitions and annual targets for affordable housing, as may be amended or replaced from time to time;
- (b) **"Affordable Housing Parking"** means parking allocated for the exclusive use of any Affordable Housing Unit (pursuant to the Housing Covenant);
- (c) **"Affordable Housing Unit"** means a Dwelling Unit or Dwelling Units located or to be located on the Lands and designated as such in accordance with any Building Permit or Development Permit issued by the City or, if applicable, in accordance with any rezoning consideration applicable to the Development and includes, without limiting the generality of the foregoing, the Dwelling Units located or to be located on the Lands charged by this Agreement;
- (d) **"Agreement"** means this agreement together with all schedules, attachments and priority agreements attached hereto;
- (e) **"Building"** means any building constructed, or to be constructed, on the Lands, or a portion thereof, including each air space parcel into which the Lands may be Subdivided from time to time. For greater certainty, each air space parcel and remainder will be a Building for the purpose of this Agreement;
- (f) **"Building Permit"** means a building permit authorizing construction on the Lands, or any portion(s) thereof;
- (g) **"CCAP"** means the portion of the OCP known as the City of Richmond City Centre Area Plan, as may be amended or replaced from time to time;
- (h) **"City"** means the City of Richmond;
- (i) **"City Solicitor"** means the individual appointed from time to time to be the City Solicitor of the Law Division of the City, or his or her designate;
- (j) **"CMHC"** means the Canada Mortgage and Housing Corporation or its successor in function;

Housing Agreement (Section 483 *Local Government Act*)
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Housing Agreement Bylaw 10090, Amendment Bylaw 10645

- (k) **"CMHC Average Rental Rates"** means the most recent CMHC average market rent per month, reported through the annual CMHC Rental Market Survey, for the City of Richmond and applicable to the unit type and number of bedrooms, based on the rates available at the time a Tenant enters into a Tenancy Agreement, provided that if the number of bedrooms in a unit exceeds three, then such CMHC average market rent applicable to "3 Bedroom +" shall apply;
- (l) **"Common Amenities"** means, together, the Common Recreational Facilities and the Common Transportation Facilities;
- (m) **"Common Recreational Facilities"** means all common space for the active or passive recreation, cultural and social enjoyment, including indoor and outdoor areas, recreational facilities and amenities, provided for the use of all residential occupants of the Development, including all Tenants, as required by the OCP, CCAP, any rezoning consideration applicable to the Development, and the Development Permit process, including without limitation fitness facilities, and related access routes;
- (n) **"Common Transportation Facilities"** means all transportation facilities provided for the use of all residential occupants of the Lands, including all Tenants, as required by the OCP, CCAP, any rezoning consideration applicable to the Development, and the Development Permit process, including without limitation visitor parking, any required affordable housing parking and electric vehicle charging stations, loading bays, bicycle storage and supporting bicycle maintenance facilities and related access routes;
- (o) **"CPI"** means the All-Items Consumer Price Index for Vancouver, British Columbia, published from time to time by Statistics Canada, or its successor in function;
- (p) **"Daily Amount"** means \$100.00 per day as of January 1, 2019 adjusted annually thereafter by adding thereto an amount calculated by multiplying \$100.00 by the percentage change in the CPI since January 1, 2019, 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;
- (q) **"Development"** means the mixed-use residential and commercial development to be constructed on the Lands;
- (r) **"Development Permit"** means the development permit authorizing development on the Lands, or any portion(s) thereof;
- (s) **"Director, Housing Office"** means the City's Director, Housing Office, and his or her designate;
- (t) **"Dwelling Unit"** means a residential dwelling unit located or to be located on the Lands whether such dwelling unit is a lot, strata lot or parcel, or parts or portions thereof, and includes a single family detached dwelling, duplex, townhouse, auxiliary residential dwelling unit, rental apartment, and strata lot in a building strata plan and includes, where the context permits, an Affordable Housing Unit;

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 Application No. RZ 17-765420 Zoning Bylaw No.9867
 RZ Consideration #17

Housing Agreement Bylaw 10090, Amendment Bylaw 10645

- (u) **“Eligible Tenant”** means a Family having a cumulative gross annual income equal to or less than the amount calculated, from time to time, by the following formula:
 - (i) 90% of the then current CMHC Average Rental Rate for the applicable number of bedrooms and unit type, multiplied by 12 and then divided by 0.30,

provided however that:

 - (ii) if there is a decrease in such then current CMHC Average Market Rental Rate following the commencement of a tenancy of an Affordable Housing Unit by such Family, such cumulative gross annual income for such Family shall be the cumulative gross annual income for such Family for the immediately preceding calendar year, adjusted on January 1st of the then current calendar year, by a percentage equal to the percentage of the increase in the CPI for the period January 1 to December 31 of the immediately preceding calendar year, provided that if there is a decrease in the CPI for the period January 1 to December 31 of the immediately preceding calendar year, the cumulative gross annual income for the subsequent year shall remain unchanged from the previous year; and
 - (iii) in the absence of obvious error or mistake, any calculation by the City of an Eligible Tenant's permitted cumulative gross annual income in any particular year shall be final and conclusive;
- (v) **“Family”** means:
 - (i) a person;
 - (ii) two (2) or more persons related by blood, marriage or adoption; or
 - (iii) a group of not more than six (6) persons who are not related by blood, marriage or adoption;
- (w) **“GST”** means the Goods and Services Tax levied pursuant to the *Excise Tax Act*, R.S.C., 1985, c. E-15, as may be replaced or amended from time to time;
- (x) **“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 from time to time, in respect to the construction, use and transfer of the Affordable Housing Units;
- (y) **“Interpretation Act”** means the *Interpretation Act*, R.S.B.C. 1996, Chapter 238, together with all amendments thereto and replacements thereof;
- (z) **“Land Title Act”** means the *Land Title Act*, R.S.B.C. 1996, Chapter 250, together with all amendments thereto and replacements thereof;
- (aa) **“Lands”** means certain lands and premises legally described as PID: 031-095-941 Lot 1 Section 5 Block 4 North Range 6 West NWD Plan EPP91427, as may be Subdivided from time to time, and including a Building or a portion of a Building;

- (bb) **“Local Government Act”** means the *Local Government Act*, R.S.B.C. 2015, Chapter 1, together with all amendments thereto and replacements thereof;
- (cc) **“LTO”** means the New Westminster Land Title Office or its successor;
- (dd) **“Occupancy Certificate”** means a certificate issued by a City building inspector permitting occupancy of a Building pursuant to the City’s *Building Regulation Bylaw* 7230, as may be amended or replaced;
- (ee) **“OCP”** means together the City of Richmond Official Community Plan Bylaw No. 7100 and Official Community Plan Bylaw No. 9000, as may be amended or replaced from time to time;
- (ff) **“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;
- (gg) **“Parking Operator”** means one of (i) the Owner, or (ii) an owner of any air space parcel formed by the registration of an air space subdivision plan in respect of the Lands or (iii) any other company or entity, to whom the Owner grants a long-term lease, or other contractual right, over all (and not only some) of the parking spaces in the Development which are designated for the use of the Tenants, in order to facilitate the use, operation and management of such parking spaces, and the Parking Operator may be related or unrelated to the Owner;
- (hh) **“Permitted Rent”** means:
 - (i) an amount which does not exceed 90% of the then current CMHC Average Rental Rate, as of the time an Eligible Tenant enters into a Tenancy Agreement, provided that:
 - (ii) such amount may be adjusted by the maximum percentage rental increase permitted by the *Residential Tenancy Act* independent of any exemption status of the Owner (i.e. non-profit housing society) during the period of time that the applicable Affordable Housing Unit is occupied by the Eligible Tenant under the Tenancy Agreement; and
 - (iii) 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;
- (ii) **“Real Estate Development Marketing Act”** means the *Real Estate Development Marketing Act*, S.B.C. 2004, Chapter 41, together with all amendments thereto and replacements thereof;
- (jj) **“Residential Tenancy Act”** means the *Residential Tenancy Act*, S.B.C. 2002, Chapter 78, together with all amendments thereto and replacements thereof;

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- (kk) **“Residential Tenancy Regulation”** means the *Residential Tenancy Regulation*, B.C. Reg. 477/2003, together with all amendments thereto and replacements thereof;
- (ll) **“Senior”** means an individual of the age defined by the City as a senior for the purposes of City programs, as may be amended from time to time and at the time of this Agreement being defined as 55 years of age and older;
- (mm) **“Strata Property Act”** means the *Strata Property Act* S.B.C. 1998, Chapter 43, together with all amendments thereto and replacements thereof;
- (nn) **“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*;
- (oo) **“Tenancy Agreement”** means a tenancy agreement, lease, license or other agreement granting rights to occupy an Affordable Housing Unit;
- (pp) **“Tenant”** means an occupant of an Affordable Housing Unit by way of a Tenancy Agreement; and
- (qq) **“Zoning Bylaw”** means Richmond Zoning Bylaw 8500, as may be amended or replaced from time to time.

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) any reference to any enactment is to the enactment in force on the date the Owner signs this Agreement, and to subsequent amendments to or replacements of the enactment;
- (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;
- (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”; and
- (l) the terms “shall” and “will” are used interchangeably and both will be interpreted to express an obligation. The term “may” will be interpreted to express a permissible action.

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 an 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. For the purposes of this Article, “permanent residence” means that the Affordable Housing Unit is used as the usual, main, regular, habitual, principal residence, abode or home of the 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 Schedule A, sworn by the Owner (or in the case of a corporate owner the director, officer, or authorized signatory of 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 reasonably 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.
- 2.4 Notwithstanding that the Owner may otherwise be entitled, the Owner will, in respect of the Development:
 - (a) take no steps to compel the issuance of, and the City will not be obligated to issue, the Development Permit, unless and until the Owner, has:

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- (i) submitted to the City a Development Permit application that includes the Affordable Housing Units and all Common Amenities and other ancillary spaces assigned for the exclusive use of an Affordable Housing Unit; and
- (ii) at its cost, executed and registered against title to Lot 3, or portion thereof, such additional legal agreements required by the City to facilitate the detailed design, construction, operation, and management of the Affordable Housing Units, and all ancillary and related spaces, uses, common areas, and features as determined by the City through the Development Permit approval process for the Lands, or portion thereof;
- (b) take no steps to compel the issuance of, and the City will not be obligated to issue, a Building Permit, unless and until the Owner has submitted to the City a Building Permit application that includes the Affordable Housing Units and all Common Amenities and other ancillary and related spaces, uses, common areas, and features, in accordance with the Development Permit for the Lands;
- (c) not apply for an Occupancy Certificate in respect of the Development, other than for the Affordable Housing Units and related uses and areas and the Building(s) in which the Affordable Housing Units are situated, nor take any action to compel issuance of an Occupancy Certificate, for provisional or final occupancy of the Development, other than for the Affordable Housing Units and related uses and areas and the Building(s) in which the Affordable Housing Units are situated, unless and until all of the following conditions are satisfied:
 - (i) the Affordable Housing Units and related uses and areas, and the Building(s) in which the Affordable Housing Units are situated, have been constructed in accordance with this Agreement, the Housing Covenant, the Development Permit, the Building Permit, and any applicable City bylaws, rules or policies, to the satisfaction of the City;
 - (ii) the Affordable Housing Units and related uses and areas, and the Building(s) in which the Affordable Housing Units are situated, have received an Occupancy Certificate; and
 - (iii) the Owner is not otherwise in breach of any of its obligations under this Agreement or any other agreement between the City and the Owner in connection with the Affordable Housing Units, any facilities for the use of the Affordable Housing Units, including parking and any shared indoor or outdoor amenities;

provided that if and to the extent that the Housing Covenant contemplates staged construction and occupancy of the Affordable Housing Units, the terms of the Housing Covenant will govern;

- (d) not permit the Development or any portion thereof to be occupied, unless and until the Affordable Housing Units have received an Occupancy Certificate granting provisional or final occupancy of the Affordable Housing Units; and

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- (e) not Subdivide the Affordable Housing Units into individual strata lots or air space parcels. The Owner acknowledges and agrees that if the Lands are subject to Subdivision by a Strata Plan or air space subdivision plan, that the Affordable Housing Units will together form no more than one (1) strata lot or air space parcel, as applicable.

ARTICLE 3 DISPOSITION AND ACQUISITION OF AFFORDABLE HOUSING UNITS

- 3.1 The Owner will not permit an Affordable Housing Unit or any Common Amenity assigned for the exclusive use of an Affordable Housing Unit to be subleased, or an Tenancy Agreement to be assigned, except as required under the *Residential Tenancy Act* and provided that for the avoidance of doubt, the Owner shall not exercise any discretion afforded to it under the *Residential Tenancy Act* to consent to any sublease or assignment which would result in the occupation or use of an Affordable Housing Unit or Common Amenity assigned for the exclusive use of an Affordable Housing Unit which is prohibited by or inconsistent with the terms and conditions of this Agreement or which would preclude the Owner from otherwise being able to comply with the terms and conditions of this Agreement.
- 3.2 The Owner will not permit an Affordable Housing Unit to be used for short term rental purposes (being rentals for periods shorter than 30 days), or any other purposes that do not constitute a “permanent residence” of a Tenant or an Eligible Tenant.
- 3.3 If this Housing Agreement encumbers more than one Affordable Housing Unit, the following will apply:
 - (a) the Owner will not, without the prior written consent of the City, sell or transfer less than all of the Affordable Housing Units located in one building 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 all of the Affordable Housing Units in one Building; and
 - (b) the Lands will not be Subdivided such that one or more Affordable Housing Units form their own air space parcel, separate from other Dwelling Units, without the prior written consent of the City.
- 3.4 Subject to the requirements of the *Residential Tenancy Act*, the Owner will ensure that each Tenancy Agreement:
 - (a) includes the following provision:

“By entering into this Tenancy Agreement, the Tenant hereby consents and agrees to the collection of the below-listed personal information by the Landlord and/or any operator or manager engaged by the Landlord and the disclosure by the Landlord and/or any operator or manager engaged by the Landlord to the City of Richmond (the “City”) and/or the Landlord, as the case may be, of the following personal information which information will be used by the City to verify and ensure compliance by the Owner with the City’s Affordable Housing Strategy, policies and requirements with respect to the provision and administration of affordable housing within the municipality and for no other purpose, each month during the Tenant’s occupation of the Affordable Housing Unit:

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- (i) a statement of the total, gross annual income, once per calendar year, from all sources (including but not limited to employment, disability, retirement, and investment) of all members of the Tenant's household who are 18 years of age and over and who reside in the Affordable Housing Unit;
 - (ii) the number of occupants of the Affordable Housing Unit;
 - (iii) the number of occupants of the Affordable Housing Unit 18 years of age and under; and
 - (iv) the number of occupants of the Affordable Housing Unit who are Seniors;
 - (b) defines the term "Landlord" as the Owner of the Affordable Housing Unit; and
 - (c) includes a provision requiring the Tenant and each permitted occupant of the Affordable Housing Unit to comply with this Agreement.
- 3.5 If the Owner sells or transfers any Affordable Housing Units, the Owner will notify the City Solicitor and the Director, Housing Office of the sale or transfer within three (3) days of the effective date of sale or transfer.
- 3.6 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 allow the Tenant and any permitted occupant and visitor to have full access to and use and enjoy all Common Amenities and will not Subdivide the Lands unless all easements and rights of way are in place to secure such use;
 - (d) the Owner will not require the Tenant or any permitted occupant to pay any of the following:
 - (i) move-in/move-out fees;
 - (ii) strata fees;
 - (iii) strata property contingency reserve fees;
 - (iv) extra charges or fees for use of any Common Amenities, common property, limited common property, or other common areas, facilities or amenities, including without limitation Affordable Housing Parking, bicycle storage, electric vehicle and bicycle charging stations or related facilities;
 - (v) extra charges for the use of sanitary sewer, storm sewer, or water; or

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- (vi) property or similar tax;

provided, however, that if either the Affordable Housing Unit is a strata unit and the following costs are not part of strata or similar fees or the Affordable Housing Unit is not part of a strata unit, an Owner may charge the Tenant the Owner's cost, if any, of:

- (vii) providing cable television, telephone, other telecommunications, electricity (including electricity fees and charges associated with the Tenant's use of electrical vehicle and bicycle charging infrastructure) or district energy charges (including for heating, cooling, or domestic hot water heating);
- (viii) installing electric vehicle charging infrastructure (in excess of that pre-installed by the Owner at the time of construction of the Development), by or on behalf of the Tenant; and
- (ix) paying security fees for the use of guest suites (if any) or security and cleaning fees related to the use of any party or meeting room located on the Lands (if any) that are associated with the Tenant's use of such facilities, provided that such charges are the same as those payable by any other residential occupant of the Development;

and notwithstanding Section 3.6(d)(iv) as it relates to Affordable Housing Parking, the Owner may require the Tenant or any permitted occupant to pay extra charges for Affordable Housing Parking if:

- (x) City Council, at its sole discretion, establishes a policy permitting extra monthly or annual parking charges for the use, by tenants or other permitted occupants of low-end market rental housing units, of those parking spaces required to be provided for the exclusive use of low-end market rental housing units pursuant to:
 - A. the Zoning Bylaw; or
 - B. agreements, covenants and charges granted to the City (including covenants pursuant to Section 219 of the *Land Title Act*) in respect of, *inter alia*, the construction and use of low-end market rental housing units and parking spaces; and
- (xi) such charges payable are equal to or less than the charges payable by any other occupant of a Dwelling Unit at or below the prevailing market rates for rental properties in the City;
- (e) the Owner will attach a copy of this Agreement to every Tenancy Agreement;
- (f) 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;
- (g) subject to any contrary provisions in the *Residential Tenancy Act*, the Owner will include in the Tenancy Agreement a clause entitling the Owner to terminate the Tenancy Agreement if:

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- (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(u) of this Agreement;
- (iii) the Affordable Housing Unit is occupied by more than the number of people the City 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 (3) 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, except as may be required by the *Residential Tenancy Act* and in such circumstance, the Tenant may not sublease the Affordable Housing Unit or assign the Tenancy Agreement (A) without the prior consent of the Owner, and (B) to anyone who is not an Eligible Tenant,

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 3.6(g)(ii) of this Agreement [*Termination of Tenancy Agreement if Annual Income of Tenant rises above amount prescribed in Section 1.1(u), Eligible Tenant, of this Agreement*], the notice of termination shall provide that the termination of the tenancy shall be effective on the date that is the greater of 30 days following the date of the notice of termination and the minimum amount of notice required by the *Residential Tenancy Act*. In respect to Section 3.6(g)(ii) of this Agreement, termination shall be effective on the day that is six (6) months following the date that the Owner provided the notice of termination to the Tenant;

- (h) 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
- (i) the Owner will forthwith deliver a certified true copy of the Tenancy Agreement to the City upon demand.

- 3.7 If the Owner has terminated the Tenancy Agreement, then the Owner shall use commercially reasonable 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.
- 3.8 The Owner shall not impose any age-based restrictions on Tenants of Affordable Housing Units, unless expressly permitted by the City in writing in advance.
- 3.9 The Owner acknowledges its duties not to discriminate with respect to tenancies and agrees to comply with the *Human Rights Code* (BC) with respect to tenancy matters, including tenant selection for the Affordable Housing Units.

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**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 Owner has obtained the written opinion of a professional engineer or architect who is at arm's length to the Owner that 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, as applicable, 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, or imposes age-based restrictions on Tenants of Affordable Housing Units, will have no force and effect, unless expressly approved by the City in writing in advance.
- 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 Amenities, common property, limited common property or other common areas, facilities, or indoor or outdoor amenities of the strata corporation contrary to Section 3.6(d).
- 5.5 No strata corporation shall pass any bylaws or approve any levies, charges or fees which would result in the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit paying for the use of parking, bicycle storage, electric vehicle and bicycle charging stations or related facilities contrary to Section 3.6(d). Notwithstanding the foregoing, the strata corporation

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may levy such parking, bicycle storage, electric vehicle and bicycle charging stations or other related facilities charges or fees on all the other owners, tenants, any other permitted occupants or visitors of all the strata lots in the applicable strata plan which are not Affordable Housing Units; provided, however, that the electricity fees, charges or rates for use of electric vehicle and bicycle charging stations are excluded from this provision.

- 5.6 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 Amenities, 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 these facilities 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:

- (a) an Affordable Housing Unit is used or occupied in breach of this Agreement;
- (b) an Affordable Housing Unit is rented at a rate in excess of the Permitted Rent; or
- (c) the Owner is otherwise in breach of any of its obligations under this Agreement or the Housing Covenant,

then 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 Notwithstanding Section 6.1:

- (a) if the breach arises solely as a result of an enactment of a strata bylaw by a strata corporation contrary to this Agreement, the City will not charge the Daily Amount to the registered owner of the Affordable Housing Units, except in their capacity as one of the owners of such strata corporation; and
- (b) if the default cannot be remedied within the applicable cure period, and the Owner has, to the satisfaction of the City:
 - (i) delivered to the City the method and schedule for remedying the default;
 - (ii) commenced remedying the default; and
 - (iii) been diligently and continuously proceeding to remedy the default within the estimated schedule,

the City will not charge the Owner with the Daily Amount with respect to the breach of the Agreement unless, in the City's opinion, the Owner has ceased to diligently and continuously work to remedy the default within the estimated schedule.

- 6.3 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 483 of the *Local Government Act*;
- (b) where an Affordable Housing Unit is a separate legal parcel the City may file notice of this Agreement in the LTO against the title to the Affordable Housing Unit and, in the case of a strata corporation, may note this Agreement on the common property sheet; and
- (c) where the Lands have not yet been Subdivided to create the separate parcels to be charged by this Agreement, the City may file a notice of this Agreement in the LTO against the title to the Lands.
- (d) if this Agreement is filed in the LTO as a notice under Section 483 of the *Local Government Act* prior to the Lands having been Subdivided, then after the Lands are Subdivided and after an Occupancy Certificate has been issued for all Affordable Housing Units, this Agreement will secure only the legal parcels which contain the Affordable Housing Units, including the common property of any applicable strata corporation; and the City will partially release this Agreement accordingly, provided however that:
 - (i) the City has no obligation to execute the necessary documents for release until a written request therefor from the Owner is received by the City, which request includes the registrable form of release (Form 17 (Cancellation of Charge, Notation or Filing));
 - (ii) the cost of the preparation of the aforesaid release, and the cost of registration of the same in the Land Title Office is paid by the Owner;
 - (iii) the City has a reasonable time within which to execute such documents for the Form 17 (Cancellation of Charge, Notation or Filing) and return the same to the Owner for registration; and
 - (iv) the Owner acknowledges that such release is without prejudice to the indemnity and release set forth in Sections 7.5 and 7.6.

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The Owner acknowledges and agrees that notwithstanding a partial release of this Agreement, this Agreement will be and remain in full force and effect and, but for the partial release, otherwise unamended.

- (e) if the Lands, or a portion of the Lands, containing the Affordable Housing Units is Subdivided pursuant to the Strata Property Act, this Agreement will remain noted on the common property sheet of the strata corporation stored in the LTO and on title to all strata lots in the legal parcel in which the Affordable Housing Units are situated (including Affordable Housing Units and non-Affordable Housing Units);
- (f) if the Lands, or a portion of the Lands, containing the Affordable Housing Units is Subdivided in any manner not contemplated in paragraph (d) or (e), this Agreement will remain on title to interests into which the Lands are subdivided.

7.2 No Compensation

The Owner acknowledges and agrees that no compensation is payable, and the Owner is not entitled to and will not claim any compensation from the City, for any decrease in the market value of the Lands or for any obligations on the part of the Owner and its successors in title which at any time may result directly or indirectly from the operation of this Agreement.

7.3 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.

7.4 Management

The Owner covenants and agrees that it will ensure 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 at no cost or charge to the Tenant.

If applicable, the Owner further covenants and agrees that it will vote:

- (a) as owner of the Affordable Housing Units, in any applicable annual general meetings or special general meetings of the strata corporation; and
- (b) as the owner of the air space parcel or remainder parcel containing the Affordable Housing Units at any applicable meetings of the owners of the other Subdivided parcels of the Lands,

to ensure that the Common Amenities are maintained in a good state of repair by the strata corporation which includes the Affordable Housing Units and any of the Common Amenities, and the owner of the applicable air space parcel or remainder parcel which includes any of the Common Amenities, and/or the Parking Operator, as applicable.

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If the Owner fails to ensure good and efficient management of the Affordable Housing Units or maintain the Affordable Housing Units as required by this Section 7.4, then, after applicable notice and cure periods, 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.

7.5 Indemnity

The Owner will indemnify 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 City's refusal to issue a Development Permit, Building Permit, or Occupancy Certificate for, or refusal to permit occupancy of, any Building, or any portion thereof, constructed on the Lands arising out of or in connection, directly or indirectly, or that would not or could not have occurred "but for" this Agreement;
- (c) 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; or
- (d) without limitation, any legal or equitable wrong on the part of the Owner or any breach of this Agreement by the Owner.

7.6 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;
- (b) the City's refusal to issue a Development Permit, Building Permit, or Occupancy Certificate for, or refusal to permit occupancy of, any Building, or any portion thereof, constructed on the Lands arising out of or in connection, directly or indirectly, or that would not or could not have occurred "but for" this Agreement; or
- (c) the exercise by the City of any of its rights under this Agreement or an enactment.

7.7 Survival

The obligations of the Owner set out in this Agreement, including but not limited to Sections 7.5 and 7.6, will survive termination or discharge of this Agreement.

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7.8 **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 483(5) of the *Local Government Act* will be filed on the title to the Lands.

7.9 **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.

7.10 **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.

7.11 **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.

7.12 **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:

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To: Clerk, City of Richmond
6911 No. 3 Road
Richmond, BC V6Y 2C1

Copies to: City Solicitor, and the Director, Housing Office,

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.

7.13 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.

7.14 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.

7.15 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.

7.16 Sole Agreement

This Agreement, and any documents signed by the Owner 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.

7.17 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.

7.18 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.

Housing Agreement (Section 483 *Local Government Act*)
7811 Alderbridge Way and 7028 River Parkway)
Application No. RZ 17-765420 Zoning Bylaw No.9867
RZ Consideration #17

Housing Agreement Bylaw 10090, Amendment Bylaw 10645

7.19 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.

7.20 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.

7.24 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, or parts thereof, provided however that notwithstanding that the Owner is no longer the registered owner of the Lands, or parts thereof, the Owner will remain liable for breaches of this Agreement that occurred while the Owner was the registered owner of the Lands, or parts thereof. For the avoidance of doubt, the Owner shall only be liable for breaches of this Agreement as registered owner of those portions of the Lands from which this Agreement has not been discharged in accordance with and subject to Section 7.1.

7.25 Counterparts

This Agreement may be signed by the parties hereto in counterparts and by facsimile or pdf email transmission, each such counterpart, facsimile or pdf email transmission copy shall constitute an original document and such counterparts, taken together, shall constitute one and the same instrument and may be compiled for registration, if registration is required, as a single document.

[remainder of page intentionally blank]

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

**ONNI 7811 ALDERBRIDGE
DEVELOPMENT LIMITED
PARTNERSHIP**, by its general partner
**ONNI DEVELOPMENT (7811
ALDERBRIDGE) CORP.**
by its authorized signatory(ies):

Per: 
Name: Rob Vrooman

Per: _____
Name: _____

**ONNI 7811 ALDERBRIDGE HOLDING
CORP.,
(INC. NO. BC1067884)**
by its authorized signatory(ies):

Per: 
Name: Rob Vrooman

Per: _____
Name: _____

CITY OF RICHMOND
by its authorized signatory(ies):

Per: _____
Malcolm D. Brodie, Mayor

Per: _____
Claudia Jesson, Corporate Officer

CITY OF RICHMOND
APPROVED for content by originating dept.
Legal Advice
DATE OF COUNCIL APPROVAL (if applicable)

SCHEDULE A to Housing Agreement

**STATUTORY DECLARATION
(Affordable Housing Units)**

CANADA	)	IN THE MATTER OF Unit Nos. _____ - _____
	)	(collectively, the " Affordable Housing Units ") located at
	)	_____
PROVINCE OF BRITISH COLUMBIA	)	(street address), British Columbia, and Housing Agreement
	)	dated _____, 20____ (the " Housing
TO WIT:	)	Agreement ") between
	)	_____ and the
	)	City of Richmond (the " City ")

I, _____ (full name),
of _____ (address) in the Province
of British Columbia, DO SOLEMNLY DECLARE that:

1. ☐ I am the registered owner (the "**Owner**") of the Affordable Housing Units;
or,
☐ I am a director, officer, or an authorized signatory of the Owner and I have personal knowledge of the matters set out herein;
2. This declaration is made pursuant to the terms of the Housing Agreement in respect of the Affordable Housing Units and information as of the ____ day of _____, 20____;
3. To the best of my knowledge, continuously since the last Statutory Declaration process:
 - a) the Affordable Housing Units, if occupied, were occupied only by Eligible Tenants (as defined in the Housing Agreement); and
 - b) the Owner of the Affordable Housing Units complied with the Owner's obligations under the Housing Agreement and any housing covenant(s) registered against title to the Affordable Housing Units;
4. The information set out in the table attached as Appendix A hereto (the "**Information Table**") in respect of each of the Affordable Housing Units is current and accurate as of the date of this declaration; and

Page 1 of 2 – continued on next page...

Housing Agreement (Section 483 *Local Government Act*)
7811 Alderbridge Way and 7028 River Parkway)
Application No. RZ 17-765420 Zoning Bylaw No.9867
RZ Consideration #17
Housing Agreement Bylaw 10090, Amendment Bylaw 10645

... continued from Page 1 – Page 2 of 2

5. I obtained the prior written consent from each of the occupants of the Affordable Housing Units named in the Information Table to: (i) collect the information set out in the Information Table, as such information relates to the Affordable Housing Unit occupied by such occupant/resident; and (ii) disclose such information to the City, for purposes of complying with the terms of the Housing Agreement.

And I make this solemn declaration, conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the *Canada Evidence Act*.

DECLARED BEFORE ME at

_____ in the
Province of British Columbia, Canada, this
_____ day of _____, 20____

A Notary Public and a Commissioner for taking
Affidavits in and for the Province of British
Columbia

(Signature of Declarant)
Name:

*Declarations should be signed, stamped, and dated and witnessed by a lawyer,
notary public, or commissioner for taking affidavits.*

Appendix A to Statutory Declaration

Building Name:		Building Address:		Property Manager Name:		Property Manager Phone Number:									
Property Management Company:		Property Manager Email:		Fees Collected (For any fees charged, provide details and explanation regarding the fees to the City together with the Statutory Declaration.)											
Unit and Household Information				Income and Rent											
Row #	Unit #	Unit Type (Studio, 1 Bed, 2 Bed, 3 Bed)	Number of Occupants (#)	Related to Owner (Yes/No) (Provide one response per occupant)	Total Number of Occupants who are "Seniors" as that term is defined in the Affordable Housing Agreement (#)	Starting Year of Tenancy	Before-tax Total Income(s) (If Occupant is 18 years & Over) (Provide one response per occupant)	Income Verification Received (Yes/No) (Provide one response per occupant)	Before-tax Total Income of All Occupants 18 years & Over	Rent (\$/Month)	Parking Fees	Move-in/Move-out Fees	Storage Fees	Amenity Usage Fees	Other Tenant Fees
0	EXAMPLE ONLY - 101	3 BR	4	No	1	2022	\$31,049	Yes	\$61,638	\$1,611.19	\$	\$	\$	\$	\$
1				No			\$22,764	Yes							
2				No			\$7,825	Yes							
3				No											
4															
5															

Continue rows as needed.

Housing Agreement (Section 483 Local Government Act)

7811 Alderbridge Way and 7028 River Parkway)
Application No. RZ 17-765420 Zoning Bylaw No.9867
RZ Consideration #17

CONSENT AND PRIORITY AGREEMENT

With respect to the Amended and Restated Housing Agreement (the “**Housing Agreement**”) made pursuant to section 483 of the *Local Government Act* between the City of Richmond and ONNI 7811 ALDERBRIDGE DEVELOPMENT LIMITED PARTNERSHIP, and ONNI 7811 ALDERBRIDGE HOLDING CORP. (together, the “**Owner**”) in respect of the Lands (as described in the Housing Agreement).

The Toronto-Dominion Bank (the “**Bank**”) is the holder of a mortgage and assignment of rents encumbering the Lands which mortgage and assignment of rents is/are registered in the Lower Mainland Land Title Office under the following numbers: Mortgage CA5111424 as extended by CA8187521 and modified by CA8205190, and Assignment of Rents CA5111425 as extended by CA8187522 and modified by CA8205191 (collectively, the “**Bank Charge(s)**”).

The Bank, 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 agree to by the Bank, hereby consents to the granting of the covenants in the Amendment by the Owner and hereby covenants that the Housing Agreement shall bind the Bank Charge(s) in the Lands and shall rank in priority upon the Lands over the Bank Charge(s) as if the Housing Agreement had been signed, sealed and delivered and noted on title to the Lands prior to the Bank Charge(s) and prior to the advance of any monies pursuant to the Bank Charge(s). The grant of priority is irrevocable, unqualified and without reservation or limitation.

The Toronto-Dominion Bank
by its authorized signatory(ies):

Per:

Name:



**Connor Andersen | Director |
National Real Estate Group |
TD Bank Financial Group**

Housing Agreement (Section 483 *Local Government Act*)
7811 Alderbridge Way and 7028 River Parkway)
Application No. RZ 17-765420 Zoning Bylaw No.9867
RZ Consideration #17



City of Richmond

Report to Committee

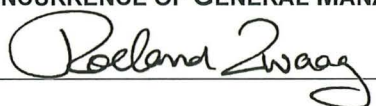
To: General Purposes Committee
From: Lloyd Bie, P.Eng.
Director, Transportation
Date: September 23, 2025
File: 10-6500-01/2025-Vol
01
Re: Steveston Highway Multi-Use Pathway Project – Next Steps

Staff Recommendations

1. That Option 1, to amend the scope and budget of the Steveston Multi-Use Pathway Phase 3 project to include construction of Phase 4 with no additional City funding, as described in the staff report titled “Steveston Highway Multi-Use Pathway Project – Next Steps”, dated September 23, 2025, from the Director, Transportation be approved;
2. That a submission to TransLink for funding as part of the 2026 Cost-Share Program for Steveston Multi-Use Pathway – Phase 3 and Phase 4 be endorsed; and
3. That the Consolidated 5 Year Financial Plan (2025-2029) be amended accordingly.


Lloyd Bie, P.Eng.
Director, Transportation
(604-276-4131)

Att. 1

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Finance	☒	
Engineering	☒	
Parks	☒	
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO 

Staff Report

Origin

The Steveston Highway Multi-Use Pathway project provides an off-street cycling and pedestrian facility on Steveston Highway connecting Railway Avenue to the Steveston Interchange. Three phases of the project, extending from Railway Avenue to Shell Road, were approved by Council as part of the 2019, 2020 and 2023 Capital Budgets.

This report provides an update on the project and seeks Council's approval to extend the project to the Steveston Interchange utilizing remaining funding from the previously completed phases and external grants.

This report supports Council's Strategic Plan 2022-2026 Focus Area #2 Strategic and Sustainable Community Growth:

Strategic and sustainable growth that supports long-term community needs and a well-planned and prosperous City.

2.3 Ensure that both built and natural infrastructure supports sustainable development throughout the City.

2.4 Enhance Richmond's robust transportation network by balancing commercial, public, private and active transportation needs.

This report supports Council's Strategic Plan 2022-2026 Focus Area #4 Responsible Financial Management and Governance:

Responsible financial management and efficient use of public resources to meet the needs of the community.

4.1 Ensure effective financial planning to support a sustainable future for the City.

4.4 Work with all levels of government for grant and funding opportunities.

This report supports Council's Strategic Plan 2022-2026 Focus Area #6 A Vibrant, Resilient and Active Community:

Vibrant, resilient and active communities supported by a wide variety of opportunities to get involved, build relationships and access resources.

6.1 Advance a variety of program, services, and community amenities to support diverse needs and interests and activate the community.

Analysis

Background

The Steveston Highway Multi-Use Pathway project (the “Project”) provides east-west connectivity for cyclists and pedestrians in Richmond. The Project forms part of the Regional Cycling Network, connecting the Railway Greenway to the Steveston Interchange and future Fraser River Tunnel Crossing (Figure 1).

Upgrade of the Steveston Interchange at Highway 99 is currently underway by the Transportation Investment Corporation (TI Corp) and is scheduled for completion by the end of 2025. The interchange will include pedestrian and cycling facilities on both sides of Steveston Highway.

Staff are coordinating with the Ministry of Transportation and Transit (MoTT) on the design of the Fraser River Tunnel crossing, which will also include dedicated pedestrian and cycling infrastructure. The project includes a multi-use pathway along Highway 99 connecting the Steveston Interchange to the tunnel. Construction is scheduled for completion in 2030.

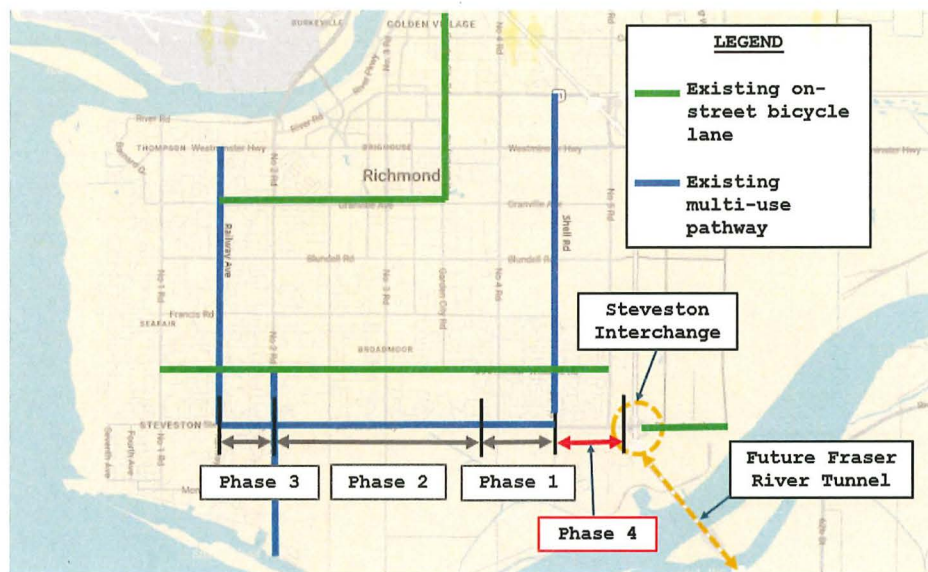


Figure 1: Steveston Highway Multi-Use Pathway Connectivity

Three phases of the Project were approved by Council as part of the 2019, 2020 and 2023 Capital Budgets as follows:

- Phase 1 (2019): From Shell Road to Mortfield Gate
- Phase 2 (2020): From Mortfield Gate to No. 2 Road
- Phase 3 (2023): From No. 2 Road to Railway Avenue

These phases are substantially complete and open to the public.

Counters have been installed on the new pathway near Steveston Highway and Shell Road to monitor utilization. Over the summer of 2025, an average of 200 users per day use the pathway comprising approximately 66% cyclists, 27% pedestrians and 7% scooters.

Financial Update

A total budget of \$17.2 million was approved for phases 1, 2 and 3. The project were jointly funded by the City and through external sources, including TransLink's Cost Share Program, the Government of British Columbia's B.C. Active Transportation Grant Program, and the ICBC Roadway Improvement Program (Table 1).

Table 1: Approved Funding - Steveston Multi-Use Pathway Phases 1 to 3

	Approved Budget	Allocated City Funding	External Funding Awarded
Steveston Highway MUP (Phase 1)	\$2,410,000	\$984,000	\$1,426,000
Steveston Highway MUP (Phase 2)	\$9,090,000	\$4,990,000	\$4,100,000
Steveston Highway MUP (Phase 3)	\$5,700,000*	\$2,850,000	\$4,275,500*
TOTAL	\$17,200,000	\$8,840,000	\$9,785,500

*Subsequent to Council's approval of the Phase 3 project, TransLink awarded the City an additional \$1.426 million in grant funding. As a result, the total of the allocated City funding and awarded external grants exceeds the approved project budget by \$1.426 million. This funding could either be used to reduce the City funding or increase the project's budget and extend staff's spending authority for the project with Council approval.

The actual construction cost for phases 1, 2 and 3 is \$12.4 million which is \$4.8 million under the approved budget (Table 2). Cost savings were realized through working with the contractors to adjust construction methodologies and eliminate the need to replace an existing concrete underground utility corridor, competitive contractor pricing, and effective project management.

Table 2: Steveston MUP Phases 1 to 3 - Actual Costs and Remaining Project Budget

	Approved Budget	Actual Cost	Remaining Budget
Steveston Highway MUP (Phase 1)	\$2,410,000	\$2,410,000	\$0
Steveston Highway MUP (Phase 2)	\$9,090,000	\$7,790,000	\$1,300,000
Steveston Highway MUP (Phase 3)	\$5,700,000	\$2,200,000	\$3,500,000
Total	\$17,200,000	\$12,400,000	\$4,800,000*

*Remaining budget of \$4.8 million consists of \$3.6 million City funding and \$1.2 million external funding. This does not include \$1.426 million of additionally awarded grants.

This presents an opportunity for the City to complete Phase 4 of the Project, connecting Shell Road to the Steveston Interchange, and close the gap in the Regional Cycling Network using previously allocated funding.

Steveston Highway Multi-Use Pathway Phase 4 ("Phase 4")

Extension of the Steveston Highway Multi-Use Pathway east of Shell Road to the Steveston Interchange through Phase 4 of the Project will close the existing gap, complete east-west connectivity along Steveston Highway and facilitate connection to the future tunnel crossing. This will also connect users to the Ironwood Plaza commercial centre and the Riverport Entertainment District through existing on-street bicycle lanes on Steveston Highway east of Highway 99.

Phase 4 includes construction of a protected pedestrian and cycling facility on the south side of Steveston Highway, similar to the completed sections of the multi-use pathway. The project will require completion of detailed design and stakeholder engagement, including with the Ironwood Plaza commercial centre. Construction of Phase 4 will include removing some existing boulevard trees and introducing sections of new treed boulevards. Based on the preliminary design completed to date, staff anticipates that a net increase in the total number of trees in the corridor can be achieved.

The estimated cost for Phase 4 is \$6.226 million (2025 dollars). There is an estimated annual Operating Budget Impact of \$3,794 associated with the maintenance of the new boulevard and street trees.

2026 External Funding Opportunities

TransLink has confirmed that the annual TransLink Cost Share Program will again be available in 2026 with a maximum allocated funding of \$3.7 million for roadway and bicycle infrastructure upgrade projects within the City of Richmond. Additional grant funding may be secured for the Steveston Multi-Use Pathway Phase 4 through this program.

Options to Proceed

Option 1: Amend Steveston Highway Multi-Use Pathway Phase 3 Scope and Budget to Include Construction of Phase 4 (Recommended)

This option includes amending the scope, title and budget of the project Steveston Highway Multi-Use Pathway, No. 2 Road to Railway Avenue project (Phase 3) to include construction of both Phase 3 and Phase 4. The project will be renamed to Steveston Highway Multi-Use Pathway – Phase 3 and Phase 4. Proposed changes to the project scope is outlined in Attachment 1.

The estimated cost to complete Phase 4 is \$6.226 million. The first three phases of the Steveston Highway Multi-Use Pathway were completed at a cost that is \$4.8 million below the approved budget. Additionally, Phase 3 of the project has been awarded \$1.426 million in additional grant funding from TransLink since the original approval of the project.

Through this option, the project budget for Steveston Highway Multi-Use Pathway – Phase 3 and Phase 4 will be amended from \$5.7 million to \$8.425 million utilizing remaining funding from Phase 2 and awarded TransLink grants, with no additional City funds required.

This project will also be eligible to seek \$2.0 million in additional TransLink funding as part of the 2026 TransLink Cost Share Program. Should the application be successful, this will be used to reduce previously approved City funding. The entirety of Phase 3 and Phase 4, extending from Railway Avenue to No. 2 Road and from Shell Road to the Steveston Interchange, can be completed using \$2.2 million in previously approved City funding and \$6.3 million in external funding.

Staff recommend this option as it allows the City to fully utilize secured grant funding and reduces risk with respect to escalating construction costs associated with deferring the Project. This options allows the City to complete Phase 4 of the project at no additional cost to the City. With the Steveston Interchange anticipated to be complete by the end of 2025, this allows the City to best align implementation of pedestrian and cycling connectivity to the interchange with its completion.

Option 2: New Capital Project for Steveston Highway Multi-Use Pathway Phase 4 be included in the Proposed 2026 Capital Budget (Not Recommended)

This options involves including a capital project for Steveston Highway Multi-Use Pathway Phase 4 with a budget of \$6.2 million in the proposed 2026 Capital Budget for Council's consideration. The project will also be included in the proposed 2026 TransLink Cost-Share Application to seek up to \$3.7 million in external funding from TransLink.

Funding that was not utilized from Phase 2 and Phase 3 of the project, including \$3.6 million in City funding and \$2.6 million of external funding, will be returned to their original sources.

Option 3: Defer Project (Not Recommended)

Completion of Steveston Highway Multi-Use Pathway (Phase 4) to connect to the Steveston Interchange will be deferred until completion of the Fraser River Tunnel Project. An updated project budget to reflect cost escalation and funding options will be presented to Council for consideration at that time. \$3.7 million of allocated funding from TransLink through the 2026 TransLink Cost Share program may not be fully utilized by the City due to a lack of eligible projects.

Funding that was not utilized from Phase 2 and Phase 3 of the project, including \$3.6 million in City funding and \$2.6 million of external funding, will be returned to their original sources.

Financial Impact

Should Council approve staff's recommendation of Option 1, the Consolidated 5 Year Financial Plan (2025-2029) will be amended to reflect an increase to the budget for Steveston Highway Multi-Use Pathway – Phase 3 and Phase 4 as outlined in Table 3.

This Project will result in an estimated annual operating budget impact (OBI) of \$3,794 for the maintenance of the trees and boulevards. This will be put forward as part of the future budget processes for Council's consideration.

Table 3: Budget Amendment for Steveston Highway Multi-Use Pathway (Phase 3 and 4)
**Proposed Budget Increase for
 Steveston Highway Multi-Use Pathway – Phase 3 and 4**

Approved Budget	\$5,700,000
Proposed budget transfer from Steveston Highway Multi-Use Pathway, Mortfield Gate to No. 2 Road	\$1,300,000
Additional grant funding awarded as part of previous TransLink Cost Share Agreement	\$1,425,500
Proposed Amended Budget	\$8,425,500

Conclusion

The Steveston Highway Multi-Use Pathway project provides east-west connectivity for pedestrians and cyclists in Richmond.

Three phases of the Project, extending from Railway Avenue to Shell Road, have been approved by Council as part of prior year capital budgets. Construction of these phases were complete at a cost that is \$4.8 million below the approved budget. Combining these remaining funds with \$1.425 million in additionally awarded grants results in a total of \$6.225 million available to complete Phase 4 of the Project.

Extension of the multi-use pathway between Shell Road and the Steveston Interchange through Phase 4 will complete the intended network connection, bridging users of the existing Shell Road Multi-Use Pathway and Steveston Highway Multi-Use Pathway to the Steveston Interchange.

Staff recommend that the project title, scope and budget for the Steveston Highway Multi-Use Pathway, No. 2 Road to Railway Avenue, be amended to include completion of Phase 4. This will allow the project to be extended to the Steveston Interchange utilizing existing funding, while providing an opportunity for additional grant funding through the 2026 TransLink Cost Share program to further offset City costs. Alternative options will result in a loss in awarded and unspent external funding.



Beata Ng, P.Eng.
 Manager, Transportation Development and Design
 (604-276-4377)

BN:ck

Att. 1: Amendment Project Description – Steveston Highway Multi-Use Pathway, No. 2 Road to Railway Avenue

Amendment Project Description – Steveston Highway Multi-Use Pathway, No. 2 Road to Railway Avenue

Project Title: *Steveston Highway Multi-Use Pathway – Phase 3 and Phase 4*

Project Budget: \$8,425,500

Project Scope: *This project involves construction of a paved and protected cycling facility on the south side of Steveston Highway from No. 2 Road to Railway Avenue and from Shell Road to Steveston Interchange. Upon completion, this facility will connect existing multi-use pathways to complete a continuous 5.5 km stretch of separated cycling and pedestrian infrastructure along Steveston Highway from No. 2 Road to Steveston Interchange.*

The scope of work may include re-allocation of road space (lane narrowing, removal of right-turn bays), re-alignment of curb and gutter, construction of multi-use pathways and bicycle lanes, pavement markings and signage, implementation of pedestrian crossing enhancements, relocation of above-grade infrastructure (e.g. streetlight poles, hydrants, power poles, traffic signals), relocation or upgrade of bus stops, removal and replacement of trees and hedges as required, property acquisition as required, and modifications to private property (e.g. re-grading of driveways, reinstatement of impacted areas, construction of retaining walls and landscaping).



City of Richmond

Report to Committee

To: General Purposes Committee

Date: September 19, 2025

From: Claudia Jesson
Director, City Clerk's Office

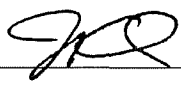
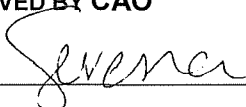
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Re: 2026 Council and Committee Meeting Schedule

Staff Recommendations

1. That Council provide direction on the preferred option for the 2026 Council and Committee meeting schedule, as outlined in the report titled "2026 Council and Committee Meeting Schedule" dated September 19, 2025, from the Director, City Clerk's Office; and
2. That the *Council Procedure Bylaw No. 7560* be varied to allow for the following revisions as detailed in the report titled "2026 Council and Committee Meeting Schedule" dated September 19, 2025, from the Director, City Clerk's Office:
 - a) That the Regular Council meetings (open and closed) of August 12 and August 26, 2026 be cancelled; and
 - b) That the August 18, 2026 Public Hearing be rescheduled to September 8, 2026 at 5:30 p.m. in the Council Chambers at Richmond City Hall.

Claudia Jesson
Director, City Clerk's Office
(604-276-4006)
Att. 2

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
SENIOR STAFF REPORT REVIEW	INITIALS: 
APPROVED BY CAO 	

Staff Report

Origin

Under the *Community Charter* and the *Council Procedure Bylaw No. 7560*, Council must provide for advance public notice of Council and Committee meetings and, at least once per year, advertise the availability of the Council meeting schedule. Accordingly, the 2026 Council meeting schedule is being presented at this time to provide advance notice of Council's regular meeting schedule. It should be noted that a Special Council meeting can be called with 24 hours' notice should any unusual or urgent circumstances arise outside of the usual schedule. Likewise, Council and Committee may make adjustments to the meeting schedule through the year as circumstances may necessitate.

This report supports Council's Strategic Plan 2022-2026 Strategy #1 Proactive in Stakeholder and Civic Engagement:

Ensure that the citizenry of Richmond is well-informed and engaged about City business and decision-making.

Analysis

December 2026 Meeting Schedule Options

For the meetings scheduled in December 2026, staff are proposing two potential options:

- Option 1 (Attachment 1) would follow the regular format of the scheduling of General Purposes, Finance and Planning Committees on the first full week of the month, which would fall on the week of December 7, 2026. The week of November 30, 2026 would have no meetings and would be considered a "fifth week". The final Special Council meeting of the year would fall on December 23, 2026. While allowing for the fifth week in the beginning of the month, a potential disadvantage of this proposal is that staff and Council have less time to address any urgent items arising from the last Council meeting before the end of the year.
- Option 2 (Attachment 2) would continue the scheduling of Committee meetings throughout the "fifth week" in November/December 2026, starting with General Purposes and Finance Committee scheduled on November 30, 2026 and Planning Committee scheduled on December 1, 2026. This schedule would allow the final Special Council meeting of the year to take place on December 16, 2026. The following week leading up to Christmas Day would have no meetings. A potential advantage of this proposal would be that staff and Council would have more time to address any urgent items arising from the last Council meeting before the end of the year.

2025 and 2026 Holiday Season Closures

Following the 2025 December City Hall closure, City Hall will re-open on Friday, January 2, 2026 and the General Purposes and Finance Committees will commence on Monday, January 5, 2026. For the December 2026 holiday season, City Hall will be closed from Friday, December 25, 2026 and will re-open on Monday, January 4, 2027.

August Meeting Break and UBCM Conference

It has been the City's practice to observe a meeting break in August. In accordance with the *Council Procedure Bylaw No. 7560*, Council resolutions are required for any changes to the prescribed Council meeting schedule. Therefore, in order to accommodate an August meeting break it is recommended that the Regular Council meetings (open and closed) of August 12 and 26, 2026 be cancelled.

A further change that staff propose to the Committee schedule is a change to the Parks, Recreation and Cultural Services Committee (PRCS) meeting that would normally fall on July 28, 2026, the day after the last Council meeting before the August meeting break. In order for Council to consider any recommendations from this meeting at the Regular Council meeting of July 27, 2026, it is proposed that the PRCS meeting be moved to the previous week, following the Public Works and Transportation Committee (PWT) on Wednesday, July 22, 2026.

With regard to the August Public Hearing, in keeping with past practice, staff propose that it be rescheduled from August 18, 2026 to September 8, 2026. This change to the Public Hearing schedule minimizes the delay, due to the August meeting break, for consideration of land use applications that have been given first reading. There would be no need for a second scheduled Public Hearing during the third week of September.

In addition to the above noted adjustments, the proposed Council meeting schedule includes changes to accommodate Council members wishing to attend the UBCM Conference. The 2026 UBCM convention is scheduled for September 14 to 18, 2026 in Vancouver. Accordingly, the Community Safety Committee meeting that would normally be scheduled for September 15, 2026 would be rescheduled to take place on Wednesday, September 9, 2026, immediately following the Planning Committee meeting. It should be noted that no schedule adjustments are required for the FCM Convention, in Edmonton, Alberta, scheduled for June 4 to June 7, 2026.

2026 General Local Election

The 2026 General Local Election will be held on October 17, 2026. The final Regular Council meeting of the current term will be held on October 26, 2026. The Inaugural Council meeting will take place on November 2, 2026.

Other Considerations

In instances where there is a shortened week due to a holiday Monday, staff propose that the PWT meeting, which would otherwise fall on the Thursday, be scheduled on the Wednesday in tandem with the Planning Committee. For 2025, these double meetings would occur on February 20th, and May 20th. Keeping the PWT Committee meetings on Wednesdays would allow for the timely publishing and distribution of the following week's Council agenda package.

Summary of Adjustments

A summary of proposed adjustments are noted below:

- reschedule the July PRCS meeting for July 22nd, following the PWT meeting so that Council may consider any recommendations from the PRCS meeting at the last Regular Council meeting before the August break on July 27th;
- cancel the open and closed Regular Council meetings of August 10th and 24th and the Committee meetings associated to those Council meeting cycles;
- reschedule the August 17th Public Hearing to September 8th;
- reschedule the September 15th Community Safety Committee to September 9th, immediately following Planning Committee to accommodate Council members wishing to attend the UBCM Conference;
- schedule PWT meetings to be in tandem with PC on February 18th, and May 20th; and
- schedule the December PRCS and the PWT meetings in tandem for December 9th or December 16th.

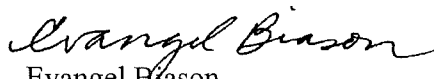
Please note that changes to the Committee meeting dates may also be altered at the discretion of the Chair as circumstances arise closer to the dates of the meetings and do not require a Council resolution.

Financial Impact

None.

Conclusion

Council is requested to direct staff of the preferred option for the 2026 Council and Committee meeting schedule.


Evangel Bason
Manager, Legislative Services

Att. 1: Option 1 - 2026 Council and Committee Meeting Schedule with no December adjustments

Att. 2: Option 2 - 2026 Council and Committee Meeting Schedule with December adjustments

Approved: October ##, 2025

2026 MEETING SCHEDULE

JANUARY							FEBRUARY							MARCH						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
				STAT 1	2	3	1	GP FC 2	PC 3	4	5	6	7	1	GP FC 2	PC 3	4	5	6	7
4	GP FC 5	PC 6	7	8	9	10	8	CO 9	CS 10	DP 11	12	13	14	8	CO 9	CS 10	DP 11	12	13	14
11	CO 12	CS 13	DP 14	15	16	17	15	STAT 16	GP PH 17	PC PWT 18	19	20	21	15	GP PH 16	PC PWT 17	18	19	20	21
18	GP PH 19	PC 20	PWT 21	22	23	24	22	CO 23	PRC 24	DP 25	26	27	28	22	CO 23	PRC 24	DP 25	26	27	28
25	CO 26	PRC 27	DP 28	29	30	31								29	30	31				
APRIL							MAY							JUNE						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	STAT 3	4						1	2		GP FC 1	PC 2	3	FCM 4	FCM 5	FCM 6
5	STAT 6	GP FC 7	PC 8	9	10	11	3	GP FC 4	PC 5	6	7	8	9	7	FCM 8	CO 9	CS 10	DP 11	12	13
12	CO 13	CS 14	DP 15	16	17	18	10	CO 11	CS 12	DP 13	14	15	16	14	GP PH 15	PC PWT 16	17	18	19	20
19	GP PH 20	PC 21	PWT 22	23	24	25	17	STAT 18	GP PH 19	PC PWT 20	21	22	23	21	CO 22	PRC 23	DP 24	25	26	27
26	CO 27	PRC 28	DP 29	30			24	CO 25	PRC 26	27	28	29	30	28	29	30				
							31													
JULY							AUGUST							SEPTEMBER						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
			STAT 1	2	3	4							1			1	2	3	4	5
5	GP FC 6	PC 7	8	9	10	11	2	STAT 3	4	5	6	7	8	6	STAT 7	GP FC PH 8	PC CS 9	10	11	12
12	CO 13	CS 14	DP 15	16	17	18	9	10	11	DP 12	13	14	15	13	CO UBCM 14	UBCM 15	DP UBCM 16	UBCM 17	UBCM 18	19
19	GP PH 20	PC 21	PWT PRC 22	23	24	25	16	17	18	19	20	21	22	20	GP PH 21	PC 22	PWT 23	24	25	26
26	CO 27	28	DP 29	30	31		23	24	25	DP 26	27	28	29	27	CO 28	PRC 29	STAT 30			
							30	31												
OCTOBER							NOVEMBER							DECEMBER						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
				DP 1	2	3	1	CO★ 2	GP FC 3	PC 4	5	6	7			PC 1	2	3	4	5
4	GP FC 5	PC 6	7	8	9	10	8	CO 9	CS 10	STAT 11	DP 12	13	14	6	CO 7	CS 8	PWT PRC 9	DP 10	11	12
11	STAT 12	CO 13	CS 14	DP 15	16	17	15	GP PH 16	PC 17	PWT 18	19	20	21	13	GP PH 14	PC 15	CO★ 16	17	18	19
18	GP PH 19	PC 20	PWT 21	22	23	24	22	CO 23	PRC 24	DP 25	26	27	28	20	21	22	23	24	STAT 25	STAT 26
25	CO 26	PRC 27	DP 28	29	30	31	29	GP FC 30						27	28	29	30	31	STAT 1 JAN	2 JAN

★ Inaugural Council Meeting

★ Special Council Meeting

- CO Regular Council Meeting, 7:00pm
Regular (Closed) Council Meeting, 4:00pm
- CS Community Safety, 4:00pm
- DP Development Permit Panel, 3:30pm
- FC Finance, following 1st General Purposes meeting of each month
- GP General Purposes, 4:00pm

- PC Planning, 4:00pm
- PH Public Hearing, 5:30pm
- PRC Parks, Recreation and Cultural Services, 4:00pm
- PWT Public Works and Transportation, 4:00pm
- FCM FCM
- UBCM UBCM

CNCL - 191

Approved: October ##, 2025

Note: All meeting dates are subject to change.



City of Richmond

Report to Committee

To: Planning Committee

Date: September 24, 2025

From: Joshua Reis
Director, Development

File: AG 25-019652

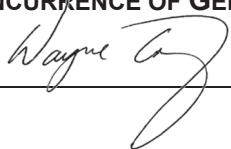
Re: Application by Sanstor Farms Ltd. for an Agricultural Land Reserve Non-Farm Use (Sand Storage and Truck Parking) at 14671 Williams Road

Staff Recommendation

That authorization to forward an Agricultural Land Reserve Non-Farm Use application to the Agricultural Land Commission for the storage of sand and commercial vehicle truck parking by Sanstor Farms Ltd. be denied.

Joshua Reis
Director, Development
(604-247-4625)

Att. 8

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Transportation	☒	
Policy Planning	☒	

Staff Report

Origin

Sanstor Farms Ltd. (Directors – B. Mathers; J. Mathers) has submitted an Agricultural Land Reserve (ALR) Non-Farm Use application to permit the storage of sand on the eastern 5 ha. (12.4 ac.) portion of the subject site. Commercial truck parking is proposed on the remaining western 3.15 ha. (7.8 ac.) portion of the subject site. A location map and air photo of the subject site is provided in Attachment 1. The property is located in the ALR, designated “Agriculture (AGR)” in the Official Community Plan (OCP) and zoned “Agriculture (AG1)”.

The proposed non-farm use application is inconsistent with the applicable land use designations and policies of the City and Metro Vancouver, and the purpose of the Agricultural Land Commission, generally including the following:

- **OCP and Farming First Strategy:** the subject property is designated for agriculture in the City’s OCP and the Metro Vancouver Regional Growth Strategy (RGS). Policies in the City’s OCP and Farming First Strategy also include protecting the ALR, discouraging non-farm uses in the ALR, and encouraging the use of ALR land for farming. The proposal is contrary to the local and regional land use designations and policies.
- **Agricultural Land Commission (ALC) Act:** the subject property is in the ALR and subject to the *ALC Act*. As per the *ALC Act*, the purpose of the Commission is to preserve the ALR, encourage farming, and accommodate farm use. The proposal is contrary to the stated purpose of the ALC.
- **Industrial Land Intensification Initiative:** the City’s Industrial Land Intensification Initiative (ILII) includes policy to protect and strengthen existing industrial zoned and designated land, rather than expanding into non-industrial agricultural areas. The proposal to allow industrial uses on agricultural land is contrary to this policy.

Staff are recommending that authorization to forward the proposed non-farm use application to the ALC be denied. Should City Council deny the application, the application will not be forwarded to the ALC for their consideration.

Background

Previous ALR Non-Farm Use Application (AG 16-734186)

The applicant submitted a previous ALR Non-Farm Use application (AG 16-734186) that proposed using the eastern 5 ha (12.4 ha) portion of the site for sand storage. The remaining areas of the site were proposed to be farmed with various soil and site improvements to be undertaken based on the recommendations of the applicant’s consulting agrologist.

The City staff report dated July 13, 2017 recommended that the application be denied. Council considered the application at its meeting of July 24, 2017 and resolved to forward the application to the ALC for consideration.

On January 16, 2018, the South Coast Panel of the ALC released its decision that the majority of the Panel approved the non-farm use application. However, on January 31, 2018, the City was informed that the ALC Chair had reviewed the decision made by the Panel and had referred the

matter to the Executive Committee of the Commission for reconsideration citing concerns that the Panel's decision may not fulfill the purpose of the ALC in accordance with the *ALC Act*.

On April 17, 2018, the Executive Committee reversed the decision of the South Coast Panel and refused the non-farm use application for sand storage on the subject property. In its decision the Executive Committee indicated that the majority of the Committee found that the proposal does not preserve agricultural land as:

- the proposal is an industrial use and is therefore more appropriately located on land that is available outside of the ALR; and,
- the property would be used indefinitely for an industrial use that is more appropriately located outside of the ALR.

The applicant did not request any further reconsideration of the Executive Committee's decision at that time.

History of Activities on the Site

The subject site has an Environmentally Sensitive Area (ESA) designation that applies to a majority of the east portion of the property. A location map of the ESA is provided in Attachment 2. On the west portion of the property, the owner leases this area to a farmer who operates a vegetable farm on the property. Since 2018, the subject property has received Farm Class status in accordance with the site's BC Assessment.

In January 2021, City staff observed land clearing activities on the subject site that involved ESA designated areas and contacted the Owner to request information regarding these activities. In June 2021, the applicant submitted the current notice of assessment from BC Assessment to confirm the Farm Class status of the property. In addition, a letter (Attachment 3) was provided at that time from Sanstor Farms Ltd. confirming the owner's intention to expand the existing agricultural operations onto the recently cleared area. In accordance with Provincial *Farm Practices Protection (Right to Farm) Act* legislation which supersedes the City's ESA Development Permit, a Development Permit is not required for farming activity.

Since the above clearing activities that occurred in 2021, no further on-site activities have been undertaken to further expand agricultural production on the subject site in accordance with the owners previously submitted correspondence and the area cleared remains fallow.

Surrounding Development

To the North: an Agriculture (AG1) zoned property that is located in the ALR.

To the East: an Industrial (I) zoned property which is proposed to be developed into a multi-phased industrial development (15111 Williams Road). This neighbouring site currently contains the sand storage facility operated by the applicant on land leased from the property owner (Montrose Industries). This area is not in the ALR.

To the South: on the west side of Triangle Road, an Agriculture (AG1) zoned property and located in the ALR with a single detached house, greenhouse farming activity and

soil based agriculture. On the east side of Triangle Road, a Light Industrial (IL) zoned property not in the ALR that is owned by the City of Richmond.

To the West: an Agriculture (AG1) zoned property located in the ALR containing soil based agricultural activities.

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is contained in Attachment 4. A general plan of the proposed land uses and surrounding context is provided in Attachment 5. The applicant's Agrologist Report submitted in support of the ALR Non-Farm Use application is provided in Attachment 6.

The subject site contains an existing single-family dwelling fronting Williams Road which the applicant has noted is occupied. The applicant has indicated that the western 3.15 ha. (7.8 ac.) portion of the property is currently being leased to a vegetable farmer on a year-to-year basis. The eastern 5 ha. (12.4 ac.) of the subject site, has been cleared of existing vegetation and trees and windrowed on the site.

Mathers Bulldozing, which is a subsidiary of Sanstor Farms Ltd., currently operates a dredged river sand storage facility on industrial zoned lands adjacent to the subject property at 15111 Williams Road (owned by Montrose Industries – formerly Ecowaste Industries). Mathers Bulldozing currently leases the land from Montrose Industries. The applicant has indicated that their current year-to-year lease will end in 2026 and has advised that the property owner is not willing to continue this lease as a result of the Montrose Industries industrial redevelopment plans for their lands.

The applicant's current sand storage operations located at 15111 Williams Road rely on the site's close proximity to the south arm of the Fraser River to ensure infrastructure consisting of piping and pumps is capable of transporting the dredged river sand to the site and that the dredged sand meets the criteria that Mathers Bulldozing and their clients requires for both agricultural and construction applications based on the quality and composition of the materials.

Proposed Sand Storage Operation

The proposed sand storage operations would occupy the eastern 5 ha. (12.4 ac.) of the subject site, which would be relocated from their current location on the neighboring site at 15111 Williams Road. Equipment and infrastructure (pumps and piping) to move the dredged sand from the river to the subject site would be required. This existing infrastructure that services current operations at 15111 Williams Road would need to be modified to service the subject site.

The total specific volume of dredged river sand to be stored on the eastern portion of the property or related information about height of potential sand storage piles or their setback from current property lines has not been provided in the application. The application notes that the sand storage activities and amount of materials placed on the subject site is dependent on dredging activities from the river.

Once on-site, the stored sand would then be sold and transported off-site with dump trucks for various agricultural and construction related applications. River sand dredging and storing operations provides a service to the agricultural and construction industry.

The applicant has indicated that the approximate proportion of sand provided for agricultural activities is 25% and the remaining 75% of sand materials is provided to other construction related activities and that these proportions are subject to change as result of market demand and conditions. Additional supporting installations/structures on-site would include use of the existing dwelling as an office and installation of an on-site scale.

Proposed Commercial Vehicle (Truck) Parking Operation

Commercial truck parking is proposed on the western 3.15 ha. (7.8 ha.) of the subject property which is currently leased to a vegetable farmer and is actively farmed.

The applicant's proposal indicates that approximately 130 trucks can be accommodated within this area. Site preparation activities would include the placement of a sand base (approximately 1 m depth) that would be capped with 0.3 m of road base gravel for the proposed truck parking area. The applicant has indicated that they will not operate the proposed truck parking facility, nor do they have an agreement in place with a potential operator at this time. Sanstor Farms Ltd. has indicated they would be open to leasing the commercial truck parking area to a qualified operator or to the City of Richmond at a nominal lease cost and to cover annual property taxes. Any future operator would determine the overall operational parameters of the facility.

Duration and Future Site Reclamation

The applicant has indicated that proposed duration of the sand storage and truck parking operations is 25 years or sooner in the event that Sanstor Farms Ltd. cease proposed activities on the subject site.

After the 25-year period, the applicant proposes to undertake site reclamation and includes:

- Removal of equipment and infrastructure associated with the sand storage operations (i.e., scale and supporting structures).
- Removal of the gravel road base and retain and/or place sand over the entire site to achieve a finished grade approximately 1.0 m elevation above Geodetic Survey of Canada (GSC).
- Import and place Class A compost to a depth of 0.3 m on top of the sand and cultivate to a depth of 0.6 m.
- Install subsurface drainage and suitable irrigation in accordance with a plan prepared by a professional agrologist.
- The applicant has identified a cost estimate (including contingency) of \$850,000 to undertake these reclamation activities.

In BC, agricultural land capability is classified into seven classes (Classed 1 to 7). Class 1 land is considered the best soil for farming with minimal limitations whereas the limitations increase between Class 2 to Class 5 lands. Class 6 and 7 lands have limitations that preclude arable agricultural activities yet are capable of sustaining native and/or perennial uncultivated agriculture. The applicant's consulting agrologists has assessed the subject site as follows:

- Current condition – Class 5 with soil and drainage limitations.
- Future condition (after reclamation) – Class 2 so long as drainage and irrigation improvements in place.

Applicant's Proposal to Include Land into the ALR – Deroche, BC

In the applicant's ALR Non-Farm Use application submission package, reference is made to a separate application to include 12.2 ha. (30.2 ac.) of land into the ALR in Deroche, British Columbia, which is located in the Fraser Valley north of the Fraser River and north east of Chilliwack. There is no operational linkage between the property in Deroche and the subject site at 14671 Williams Road.

The Deroche application for inclusion of land into the ALR was approved by the Fraser Valley Regional District Board and has been submitted and received by the ALC for processing on August 1, 2025. This ALR inclusion application references that it is coincident with the subject ALR Non-Farm Use application submitted by Sanstor Farms Ltd. for the subject property.

While the inclusion of land in Deroche provides an increase in ALR land provincially, the inclusion of these lands does not benefit agricultural activities in Richmond.

Related Policies and Studies

2041 Official Community Plan / Farming First Strategy

The Official Community Plan (OCP) land use designation for the subject property is "Agriculture (AGR)", which comprises of those areas of the City where the principal use is agriculture and food production, but may include other land uses as permitted under the *ALC Act*.

The proposed non-farm use application is inconsistent with the land use designation and applicable policies in the OCP/Farming First Strategy and ILII:

OCP Policy / Farming First Strategy / ILII	Subject Application
Maintain the existing ALR boundary and do not support a loss of ALR land.	• The property is located in the ALR and subject to the <i>ALC Act</i>. • The proposal is to use the property for a sand storage facility and commercial truck parking, which are both industrial uses. • Allowing the property to be used for industrial uses undermines the intent of the policy to protect the ALR for farming. • The proposal for the sand storage facility and truck parking would remove the ability for agricultural land in the ALR to be farmed until these activities conclude and the land is reclaimed to a suitable agricultural standard.
Continue to encourage the use of the ALR land for farming and discourage non-farm uses.	• The purpose of the application is to use the land for non-farm use (storage of sand and commercial truck parking). • The western 3.15 ha. (7.8 ac.) is currently farmed and the subject property has Farm Class in accordance with the current BC

OCP Policy / Farming First Strategy / ILII	Subject Application
	Assessment for the subject property. Current farming activities on the subject site would be removed as a result of the proposal. • The proposal prioritizes use of the subject site for non-farm uses. Farming would not occur until the non-farm uses conclude and agricultural reclamation activities are complete. • Although site specific challenges exist for the subject site that currently limit agricultural capability, the applicant's agrologist has demonstrated a farm reclamation plan that can improve the agricultural capability of the site. Allowing non-farm uses on the subject site is contrary to City land use policies to ensure that agricultural production remains the primary use of agricultural land. • There is appropriately zoned land in the city that accommodate sand storage facilities and commercial truck parking.
Coordinate with Metro Vancouver to support the Regional Growth Strategy, which includes agricultural designations and policies for protection of agricultural land.	• The subject property is designated "Agriculture" in the Metro Vancouver Regional Growth Strategy. • The proposal is not consistent with the regional land use designation and does not support agricultural viability.
Industrial Lands Intensification Initiative (ILII) - Policies to protect and strengthen existing industrial zoned and designated land.	• The proposal to allow industrial uses on agricultural land is contrary to this policy.

Subject Site Current Zoning – Agriculture (AG1)

The current zoning of the subject property is Agriculture (AG1). The non-farm uses of sand storage facility operations and commercial truck parking are not permitted in the Agriculture (AG1) zoning for the subject site. If the ALR Non-Farm Use application is endorsed by Council and approved by the ALC, a future rezoning application will be required to amend the zoning that would need to take into account any applicable non-farm use approval conditions. The rezoning application will also involve a comprehensive technical review to be undertaken by applicable City stakeholders to ensure all issues are addressed.

Current Zones that Allow for Sand Storage and Truck Parking

Sand storage activities are permitted in the Industrial (I) and Industrial Storage (IS) zoning districts. Commercial truck parking is permitted in all of the City's standard industrial zones (Industrial I; Light Industrial IL; Business Park Industrial IB1; Industrial Retail IR; Industrial Storage IS).

Commercial truck parking is also prohibited in the ALR. City Zoning Bylaw regulations only allow for truck parking in the ALR where those vehicles are utilized as part of a farm operation and owned/operated by an owner or occupant of the land. The City's restrictions for truck parking in the ALR are consistent with Provincial restrictions outlined in the *ALC Act* and *Agricultural Land Reserve Use Regulation* legislation.

Environmentally Sensitive Area Designation and Riparian Management Area

The subject site has an ESA Development Permit Area designation over a majority of the eastern portion of the site and also around the north and west edges of the property. A map of the ESA designation on the subject site is provided in Attachment 2. In addition, a Riparian Management Area (RMA) runs along the south side of the subject property which is part of a watercourse within the Williams Road allowance. Provincial and City regulations restrict activities within the 5 m (16.4 ft.) RMA setback.

The submission of an ESA Development Permit application would be required if the ALC Non-Farm Use application is endorsed by Council and approved by the ALC. An ESA Development Permit application would be processed after but in coordination with a rezoning application. RMA would be part of the ecological and hydrological assessment submitted through the Rezoning and Development Permit applications that would be required if this ALR Non-Farm Use application is approved.

Consultation

Food Security and Agricultural Advisory Committee

The subject proposal was reviewed by the City's Food Security and Agricultural Advisory Committee (FSAAC) on July 31, 2025. A majority of the FSAAC supported the following motion with two members opposed (see Attachment 7 for an excerpt of the July 31, 2025 FSAAC meeting minutes):

That the Food Security and Agricultural Advisory Committee endorse the Non-Farm Use application at 14671 Williams Road.

Applicant Submitted Correspondence

The applicant's submission package includes previous correspondence (2015) from businesses that use dredged river sand supplied by the applicant as part of their operations, some of which involve agricultural production. A letter (2019) from the Port of Vancouver is also submitted in relation to the proposed sand storage facility for the subject site. The correspondence submitted by the applicant as part of their submission is included in Attachment 8 and only references the proposed sand storage activities. No reference or support is communicated toward the proposed commercial truck activities.

Analysis

The proposal is not consistent with land use policies for OCP designated Agricultural areas within the ALR. These land use policies support use of land that prioritizes active farming and agricultural production. The proposal includes a plan to undertake agricultural reclamation work on the subject property after conclusion of the non-farm uses proposed on the site and does not provide a more immediate benefit to agriculture.

Outdoor storage of sand and commercial truck parking are industrial in nature and support industrial activities and operations. Outdoor storage of sand would be permitted in the City's existing Industrial (I) and Industrial Storage (IS) zones across the City. Commercial truck parking is permitted in all standard industrial zones (Industrial I; Light Industrial IL; Business

Park Industrial IB1; Industrial Retail IR; Industrial Storage IS) across the City. These uses should be located on land that is designated and zoned for industrial purposes and not located in agricultural areas.

Locational Factors and Considerations

The sand storage component of the proposal is permitted in the Industrial (I) and Industrial Storage (IS) zones in the City. The current sand storage activities operated by the applicant (through Mathers Bulldozing) are located on leased land on the neighboring site to the east (15111 Williams Road) with appropriate Industrial (I) zoning. Due to the nature of the operations, the applicant notes specific locational criteria of being in close proximity to the south arm of the Fraser River that they need to consider when examining potential alternative locations. This is due to their operations involving dredging and pumping river sand directly onto their sand storage site. Furthermore, the applicant notes that the sand dredged from the south arm of the Fraser River meets the specific criteria (i.e., limited salinity levels and material composition) for the customers that purchase and use the sand.

Commercial truck parking is a permitted use in all standard industrial zones. The proposed use of the subject site for commercial truck parking is not based on the site's location or proximity to other uses. Proposals to use farmland for commercial truck parking are not supported and are not consistent with OCP land use policy for agricultural areas.

Future Development Applications Required if Non-Farm Use Application Approved

Should Council choose to endorse the ALR Non-Farm Use application, it will be forwarded to the ALC for review and consideration of the application. If the ALC approves the application a rezoning application and ESA Development Permit application would be required to be submitted to the City. Through these applications, a comprehensive technical review by City staff will be undertaken including, but not limited to, consideration of the following:

- any conditions associated with the City or ALC's decision or the separate ALR Inclusion application proposed in Deroche, BC;
- regulations on the height and volume of the sand piles, in addition to establishing minimum setbacks;
- review of all necessary private infrastructure necessary for the transportation of dredged river sand to the subject property to ensure City infrastructure is protected and any impacts are fully addressed;
- the road and transportation infrastructure surrounding this area is not designed for increased industrial traffic resulting from this proposal and as a result, the review and approval of a traffic management plan and assessment of transportation impacts and any necessary off-site road improvements to support increased commercial vehicle activity and maintain public safety will be required;
- for the proposed commercial truck parking activity, information to confirm who will be operating this facility (including applicable lease terms), operational information (hours; staffing requirements), required site installations and improvements to address matters related to site access/security, lighting, restroom and other driver amenity facilities and required site servicing (drainage and water service).

- secure appropriate mechanisms and bonding to ensure all associated agricultural remediation activities are implemented on the property once the proposed non-farm uses cease/conclude on the property;
- an ecological and hydrological assessment of the impact of the land use proposal on the areas designated as an ESA or RMA and identify how those impacts could be mitigated, managed and/or compensated and taking into account the previously described land clearing activities in 2021;
- securing a 5m RMA buffer along the south property line; and,
- dust mitigation measures.

Financial Impact

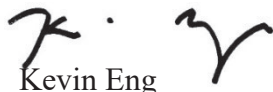
None.

Conclusion

Sanstor Farms Ltd. has submitted an Agricultural Land Reserve (ALR) Non-Farm Use application for the site at 14671 Williams Road that proposes a sand storage operation the eastern 5 ha. (12.4 ac.) portion of the site and commercial truck parking on the remaining western 3.15 ha. (7.8 ac.) portion of the site.

The subject application has been reviewed and is not consistent with the City's OCP and associated land use policies to preserve and protect agricultural land for farming purposes.

Staff recommend that ALR Non-Farm Use application at 14671 Williams Road be denied.



Kevin Eng
Planner 3
(604-247-4626)

KE:cas

Att. 1: Location Map

2: Environmentally Sensitive Area Map

3: Sanstor Farms Ltd. – Farming Letter (2021)

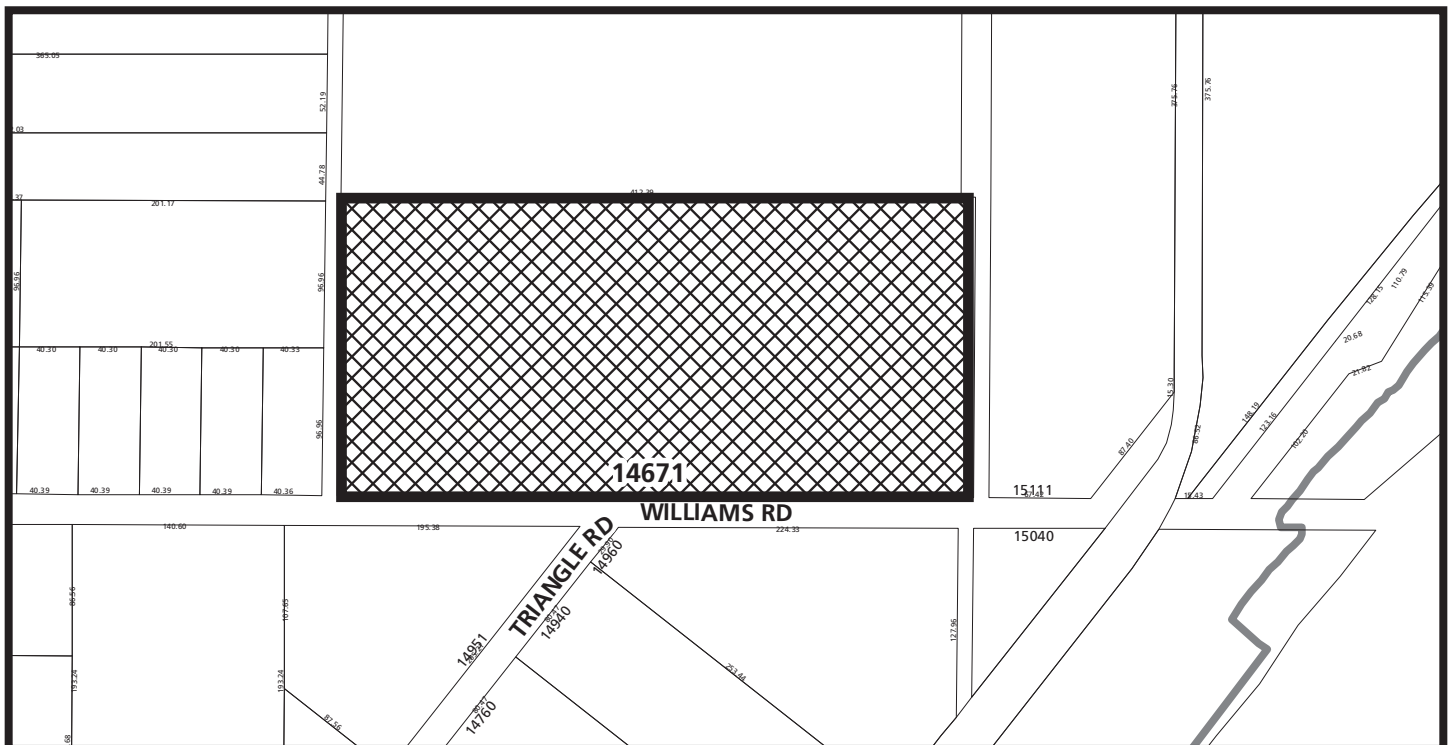
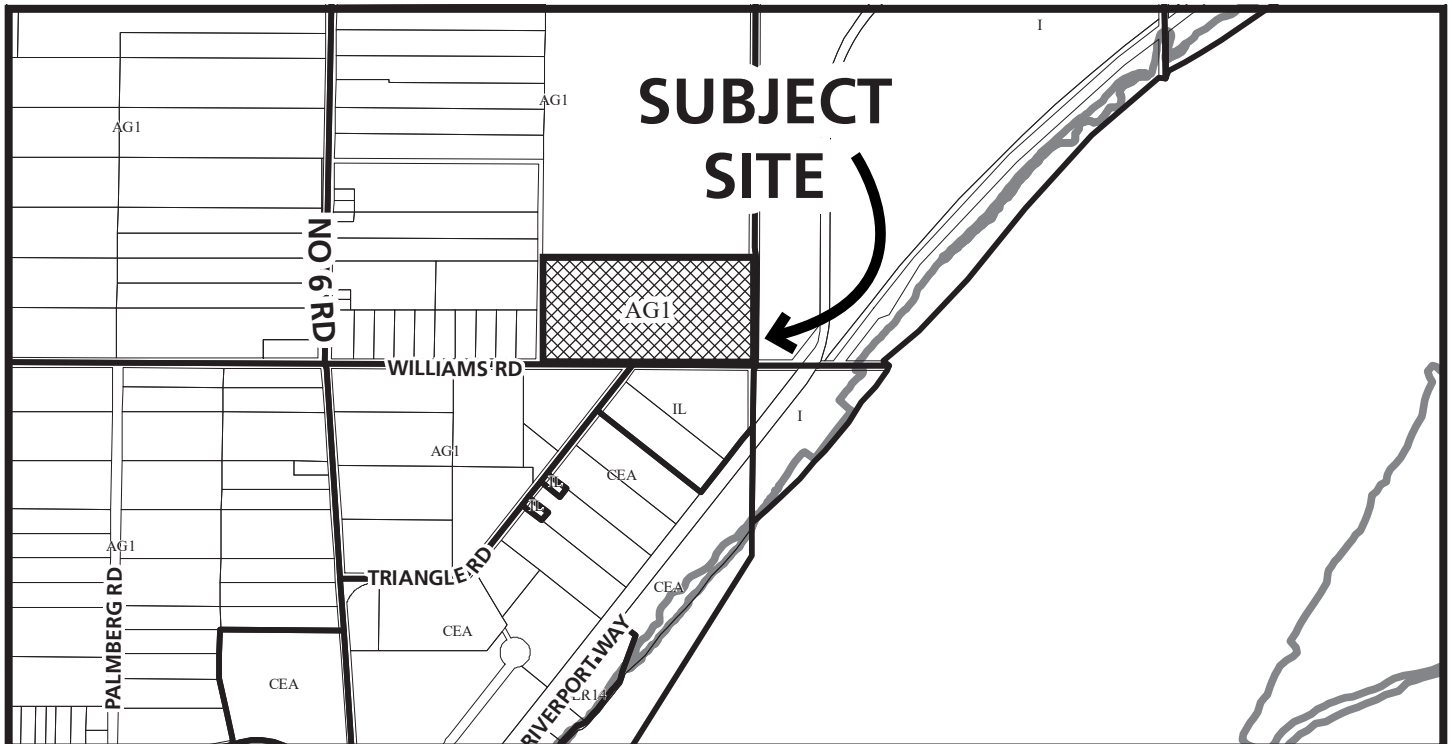
4: Development Applications Data Sheet

5: 14671 Williams Road – Proposed Land Uses

6: Submitted Agrologist Report (Excludes Appendices)

7: Excerpt of Food Security and Agricultural Advisory Committee July 31, 2025 meeting minutes

8: Applicant Submitted Correspondence



AG 25-019652

Original Date: 07/17/25
Revision Date:

Note: Dimensions are in METRES



City of
Richmond



AG 25-019652

Original Date: 07/17/25
Revision Date:

Note: Dimensions are in METRES

CNCL - 203



Legend

-  Subject Site - 14671 Williams Road
-  ESA

Note:

The information shown on this map is compiled from various sources and the City makes no warranties, expressed or implied, as to the accuracy or completeness of the information.

Users are reminded that lot sizes and legal description must be confirmed at the Land Title office in New Westminster.

This IS NOT a legal document, and is published for information and convenience purposes only.

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1:2,615

0 5 10 20 30 40 meters



City of
Richmond

September 19, 2025
Prepared by Onkar Buttar

CNCL - 204



Sanstor Farms Ltd.
11700 No. 5 Road
Richmond, BC
V7A 4E7

May 31, 2021

City of Richmond
6911 No. 3 Road
Richmond, BC
V6Y 2C1

Attn; Edwin Lee – City of Richmond

Sanstor farms Ltd. owns the farm located at 14671 Williams road. We have recently cleared all of the trees and placed into windrows to be mulched. The stand of trees consisted predominantly of European Birch with nearly all of the trees being dead due to the bronze birch borer.

It is Sanstor's farms goal to utilize this portion of land that the City of Richmond deemed and ESA as farmland. The 8 acres on the property which is currently being farmed will be increase to include the newly cleared area for the purpose of growing vegetables. Currently the farm has been producing Egg plants, Tinda, Squash and pumpkins.

Respectfully;



Bruce Mathers
Sanstor Farms Ltd.



AG 25-019652

Attachment 4

Address: 14671 Williams Road

Applicant: Sanstor Farms

	Existing	Proposed
Owner:	Sanstor Farms Ltd	No change
Site Size:	8.4 ha (20.6 ac.)	No change
Land Uses:	West portion – farming field East portion – fallow field Existing house along Williams Road	West 3.15 ha. (7.8 ac.) – commercial truck parking East 5 ha. (12.4 ha) – sand storage
OCP Designation:	Agriculture (AGR)	No change
Zoning:	Agriculture (AG1)	Rezoning would be required to allow commercial truck parking and sand storage operations
Other Designations:	Agricultural Land Reserve (ALR) Environmentally Sensitive Area (ESA) Designation	Non-farm use for commercial truck parking and sand storage operations. ESA Development Permit application required to address impacts, mitigation and compensation to ESA



Legend

-  Subject Property - 14671 Williams Road
-  ALR Boundary

Note:

The information shown on this map is compiled from various sources and the City makes no warranties, expressed or implied, as to the accuracy or completeness of the information.

Users are reminded that lot sizes and legal description must be confirmed at the Land Title office in New Westminster.

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1:4,508

0 10 20 30 40 50 60 70 80 90 100 110 120 Met



City of
Richmond

September 17, 2025
Prepared by Onkar Buttar

CNCL - 207



C&F LAND RESOURCE CONSULTANTS LTD.

*4383 Happy Valley Road, Victoria, B.C. V9C 3Z3
(250)474-5072; fax:(250)474-5073; email: cflrc@shaw.ca*

AGRICULTURAL LAND ASSESSMENT REPORT

FOR

14671 WILLIAMS ROAD, RICHMOND, B.C.

NON-FARM USE APPLICATION

**Prepared for: Mr. Bruce Mathers
 Sanstor Farms Ltd.
 11700 No. 5 Road
 Richmond, B.C. V7A 4E7**

Prepared by: Brian M. French, P.Ag.

Report date: July 28, 2025

Version: Revised from April 20, 2016

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Appendix I: C&F Report on Search for Alternative Sites in Richmond

Appendix J: Letter from Tom Corsie, Vancouver Fraser Port Authority

References

1. The Canadian System of Soil Classification; Soil Classification Working Group, Research Branch, Agriculture and AgriFood Canada; Publication 1646, Third Edition, 1998.
2. Soil Inventory Methods for BC (1995); Resource Inventory Committee; Province of British Columbia.
3. Land Capability Classification for Agriculture in British Columbia; MOE Manual 1; Ministry of Environment, Surveys and Resource Mapping Branch and Ministry of Agriculture and Food, Soils Branch; Kelowna British Columbia, April 1983
4. Criteria for Agricultural Capability Assessments; ALC Policy P-10, February 2024.
5. Expert Opinions In Agricultural Land Commission Matters; ALC Policy P-11, February 2024.
6. RAB Bulletin 18, Soils of the Langley - Vancouver Map Area; Report No. 15, British Columbia Soil Survey; Volume 1, Soil Map and Legend, Lower Fraser Valley (Scale 1:25,000); H.A. Luttmerding, Kelowna, 1980.
7. RAB Bulletin 18, Soils of the Langley - Vancouver Map Area; Report No. 15, British Columbia Soil Survey; Volume 3, Description of the Soils; H.A. Luttmerding, Kelowna, 1981.
8. Land Capability for Agriculture Langley - Vancouver Map Area; Surveys and Resource Mapping Branch, Ministry of Environment, Victoria, British Columbia, 1985

EXECUTIVE SUMMARY

E. Mathers Bulldozing has operated a dredged sand site on land owned by Ecowaste Industries at the east end of Williams Road for decades. As Ecowaste transitions this site to industrial warehouse use, it is unwilling to continue the lease with Mathers and the year to year lease will terminate in 2026. Dredging of the Fraser River east of Massey Tunnel is critical to maintaining a safe channel in the river for mariners. The Mathers site has been used for decades as a depository for the dredged sand and it is important to find an alternative site. The Vancouver Fraser Port Authority is concerned that it will lose this critical river maintenance infrastructure unless the Sanstor site is approved because there are no other sites available in the local area.

A detailed survey of all sites along the Fraser River in Richmond determined that there are no unoccupied sites in Richmond which could support the sand storage facility and, in particular, no sites within a reasonable dredge pumping distance from the critical shipping channel site currently serviced by the Mathers site at Ecowaste.

Mathers, under a subsidiary company, Sanstor Farms Ltd., purchased the adjacent property to the west, the subject of this application with the intent to seek permission to move its sand storage operation onto the eastern 5 hectares of this property. Sanstor is requesting approval to carry out the sand storage operation for a period of 25 years and then decommission the site and reclaim it to Class 2 agricultural capability. Sanstor is also asking for approval to allow a commercial truck parking facility to be developed on the western 3.15 hectares of the site for a period of 25 years. This facility would help alleviate serious illegal truck parking which occurs on farmland in the ALR in Richmond.

A detailed soil survey and agricultural capability assessment was carried out in 2016 and it was determined that the property has severe soil and drainage based limitations at the Class 5 level which would be difficult to improve due to perennial high water tables and periodic flooding which damages or kills crops on the site. An unimproved Class 5 capability rating was applied because this problem is a regional drainage issue which the land owner cannot control.

The proposed sand storage site is well buffered from any agricultural activity and is a low impact use which does not produce significant dust or noise in this heavy industrial area. Similarly, truck parking is a low impact use on this heavily used truck route. The traffic volume would not change from the current operation except for a marginal increase due to the truck parking use. Williams - Triangle Road is a heavily used truck route.

Sanstor intends to offer inclusion of 12.2 hectares of high quality land in Deroche into the ALR to offset the temporary non-farm use on the Williams Road property. The property in Deroche is part of a large dairy operation on Nicomen Island and is used for forage production and dry cow-heifer pasture. This is very high quality land with 8.3 hectares of Class 1 to 3 capability on Marble Hill soils, the best in the Fraser Valley and sought after by farmers growing high value crops like raspberries, blueberries and vegetables. The land owners in Deroche are prepared to include a total 25.8 hectares of land into the ALR.

Allowing the sand storage facility to move to the Sanstor site and allowing the truck parking facility would not result in any significant loss of agricultural opportunity because the rented 3.15ha is suffering serious problem from flooding and high water tables during the growing season. The 5.0ha has not been farmed in recent memory. At the end of the 25 year term, the land would be reclaimed to Class 2 improved capability and brought into agricultural production.

C&F LAND RESOURCE CONSULTANTS LTD.

***4383 Happy Valley Road, Victoria, B.C. V9C 3Z3
(250)474-5072; fax:(250)474-5073; Email: cflrc@shaw.ca***

Update of April 20, 2016 Assessment of Land Use, Soils and Agricultural Capability for 14671 Williams Road, Richmond, B.C. as at July 28, 2025

1. INTRODUCTION

1.1 Terms of Reference

In 2015, you asked C&F Land Resource Consultants Ltd. (C&F) to carry out a soil survey and agricultural capability assessment and prepare a technical report on the property owned by Sanstor Farms Ltd. (Sanstor) legally described as: SOUTH HALF OF THE SOUTH EAST QUARTER SECTION 28 BLOCK 4 NORTH RANGE 5 WEST EXCEPT: SOUTH 33 FEET, NEW WESTMINSTER DISTRICT; PID: 003-464-504; civic address: 14671 Williams Road; +/-8.35 hectares. The purpose of this report was to support an application to the Agricultural Land Commission (ALC) to use the eastern +/- 5.0 hectares portion of the property for storage and processing of sand dredged from the Fraser River south arm.

The property is wholly located within the Agricultural Land Reserve (ALR) and any non-farm use is prohibited unless an approval from the ALC is secured to allow that use. Storage and processing of sand and commercial truck parking are proposed for this site and these are non-farm uses which would require an application under Section 25.1 of the ALC Act. An application made under Section 25.1 must be considered by the local government, City of Richmond (Richmond) and endorsed by a resolution of Council prior to it being considered by the ALC. The local government may refuse to endorse the application and this ends the application.

Sanstor intends to make a new application to Richmond and the ALC and this updated Report addresses any changes which have occurred in the intervening ten years.

1.2 History of Application

An application for a non-farm use to accommodate the non-farm use was submitted to the ALC and Richmond in 2016. The application was considered by Richmond and forwarded to the ALC for its consideration. Upon consideration by the South Coast Panel of the ALC, the non-farm use was approved with conditions. Subsequently, the ALC Chair, citing Section 33.1(1), decided to require reconsideration of the approval by the Executive Committee of the ALC which decided to reverse the Panel decision and refuse the application. A request for reconsideration under Section 33(1) was refused by the ALC.

1.3 **Current Situation**

Sanstor wishes to make a new application in support of a non-farm use to accommodate the sand storage facility on the eastern 5.0 hectares of the property and commercial truck parking on the western 3.15 hectares. Sanstor has asked that we review our April 20, 2016 report and describe any changes which may have occurred in the intervening eight years and note any changes which may be required to bring the report up to date. We have reviewed the 2016 report and found some changes which needed to be addressed but found that in the main, few significant technical changes needed to be made. However additional and new information has been developed in the interim period as follows:

- a) in 2017, C&F prepared an extensive review of possible sites in Richmond outside the ALR that might be used as an alternative to the Williams Road site for sand storage. C&F has reviewed this report and found that it is still relevant; details are discussed in Section 7.2;
- b) the western +/-3.15 hectares is rented to a local farmer who is growing ethnic vegetables. The annual rent is \$4,000.00/year or \$1,270/hectare. Sanstor provides a 50HP 4 wheel drive tractor and loader at no cost and Sanstor is responsible for repairs and pulling the farmer out of the muck, on a regular basis, when he gets stuck. The farmer suffers regular crop loss due to flooding during the growing season;
- c) a re-evaluation of the feasibility of carrying out agricultural capability improvements has been made based on observation of the field conditions over the intervening 10 years;
- d) the eastern wooded area of invasive European Birch had been cleared and the trees windrowed; the land is lying fallow due to severe soil and drainage limitations;
- e) a letter to Bruce Mathers from Tom Corse, Vice President, Real Estate, Vancouver Fraser Port Authority outlined the critical need for a dredge sand storage site near Williams Road upstream of the Massey Tunnel. This has been provided for decades by the Mathers site on Ecowaste land which will cease in 2026. Dredging the river is important to maintain safe passage for Mariners on the river;
- f) Sanstor has been asked by several City of Richmond councillors to consider making the western 3.15 hectares available for development of a legal commercial truck parking facility;
- g) an offer to include 12.2 hectares of land into the ALR in Deroche, B.C. to offset any loss of agricultural opportunity resulting from the temporary sand storage and truck parking non-farm uses has been added to the application and is described in Section 8.

1.4 **Qualifications and Field Protocols**

A soils on site inspection of the subject lands and a review of surrounding lands was carried out on July 9, 2015 and this report summarizes the findings. The fieldwork and reporting was carried out by Brian M. French, P.Ag. an agricultural soil specialist with 46 years of professional experience and fully qualified to carry out soil survey and land capability classification. A resume of experience is included as Appendix A.

This report has been prepared under procedures and guidelines of the following documents: Canadian System for Soil Classification, Publication 1646 (1998)¹; Soil Inventory Methods for British Columbia 1995²; the Land Capability Classification for Agriculture in British Columbia, M.O.E. Manual 1 (April 1983)³; Criteria for Agricultural Capability Assessments, ALC Policy P-10⁴; and Expert Opinion in Agricultural land Commission Matters⁵.

Soil conditions were determined by exposing a series of test pits using a mini-excavator equipped with a clean-out bucket. The pits were exposed to a depth which penetrated the unweathered parent material. A total of six test pits were exposed on the subject property.

This report has ten sections: Introduction, Location and Land Use, Soils, Agricultural Capability, Agricultural Suitability, Proposed Non-farm Use, Alternative Sites in Richmond Not in ALR, Inclusion of Land Into ALR, Impact Analysis and Summary of Findings.

2. **LOCATION AND LAND USE**

2.1 **Subject Property** (See Figure 2.1, 1:10,000 scale Air Photo)

The subject property located at 14671 Williams Road is +/-8.35 hectares in area.

2.2 **Zoning**

The Richmond zoning is AG1, Agriculture. The OCP designation is Agricultural. The land is completely within the ALR as shown on Figure 2.2.

2.3 **Surrounding Land Use** (See Figure 2.3: 1:5,000 scale air photo)

North: Radio towers and grounding field, in the ALR;

East: Ecowaste Industries inert industrial landfill, YVR fuel storage depot and E. Mathers Bulldozing sand storage; all out of the ALR and slated for industrial development;

South: Plastic greenhouses to the southwest, in the ALR and industrial land out of the ALR to the southeast;

Figure 2.1: 1:10,000 scale air photo



7/29/2025, 1:27:15 PM



City Hall



Fire Stations



Ambulance Stations



Police Stations



Hospitals

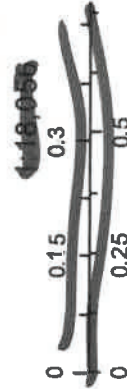
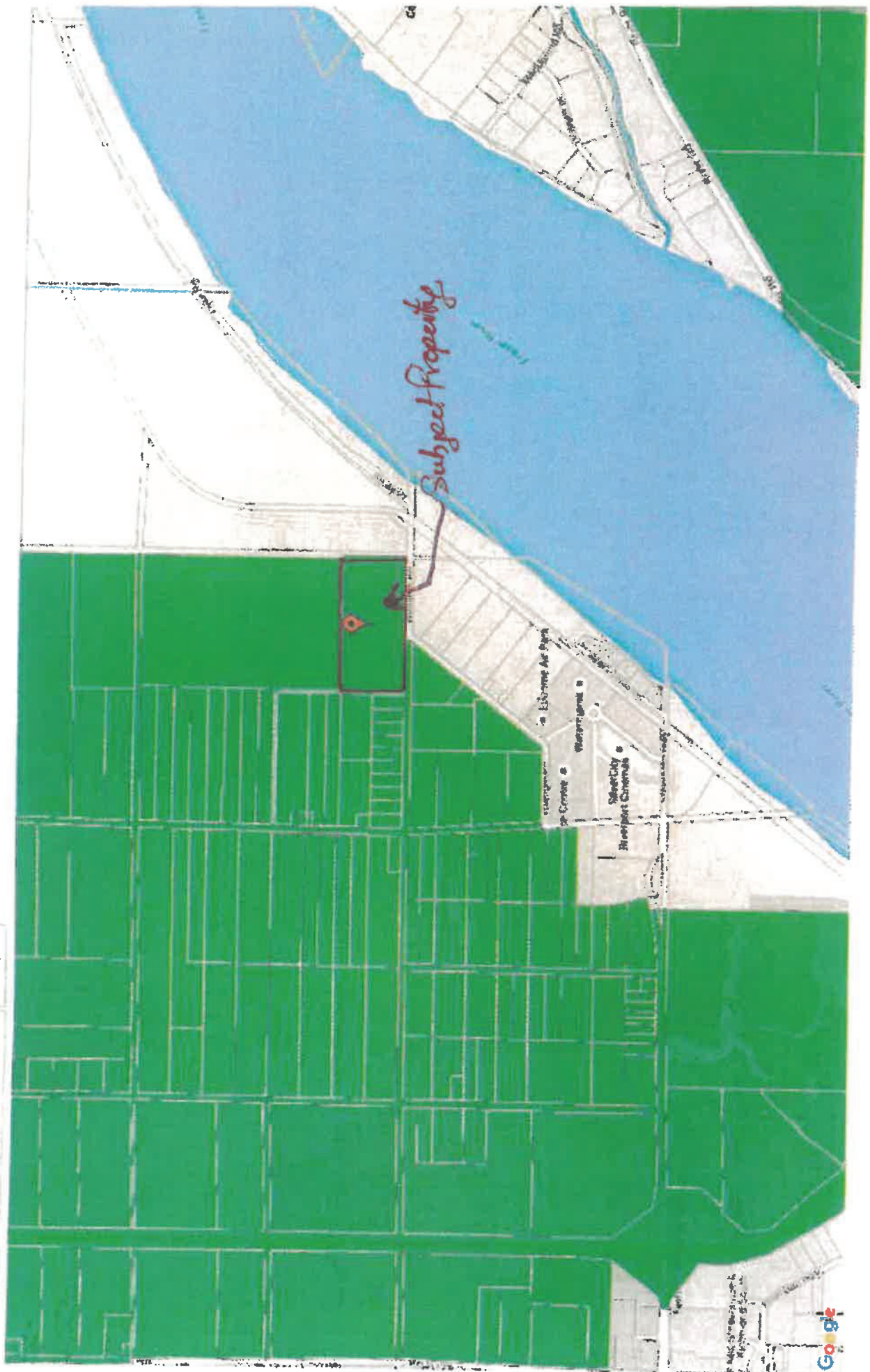


Figure 2.2: ALR Map



Richmond Interactive Map (RIM)

Figure 2.3: 1:5,000 scale Surrounding Land Use



West: Market garden and blueberries, in the ALR.

2.4 **Subject Property Land Use** (see Figure 2.4: 1:2,000 scale air photo)

The western portion of the property occupying some 3.15 hectares; which was lying fallow in 2016; has been rented by Sanstor to a vegetable farmer who is growing specialty ethnic vegetables for the local market. Sanstor has carried out some drainage and grading improvements on this area to accommodate this farm use. However the farmer still faces serious management issues with the land including poor drainage and poor soil strength leading to tractors getting stuck on a regular basis. The farmer must hill all the growing rows to try to get better drainage for his crops and reduce root rot. The farmer suffered a loss of some 25% of his crop this spring when the No. 6 Road pump failed and the land was flooded, killing the crop.

The eastern remainder of the property has been cleared of the diseased, invasive European Birch trees and these have been windrowed on the site. An Arborist Report by Arbortech Consulting (Appendix B) was commissioned to assess the condition of the Birch trees and they were determined to be seriously impacted by disease, dying and at risk of falling. This area remains fallow. A 5.0 hectare area in the east is proposed for relocation of the sand storage facility. A 3.15 hectare area in the west is proposed to be developed for commercial truck parking. Figure 2.4 is an air photo from the Richmond map site.

3. **SOILS**

3.1 **Ministry of Environment 1:25,000 Mapping** (see Figure 3.1)

The Ministry of Environment Soils of the Langley-Vancouver Map Area, RAB Bulletin 18⁶ at 1:25,000 scale maps the property as a complex of Richmond and Annis Series. Volume 3 of RAB Bulletin 18⁷ describes Richmond soils as being developed from 40 to 160cm of mainly well decomposed organic material overlying moderately fine and medium textured deltaic deposits. Richmond soils are very poorly drained. Agriculturally Richmond soils are limited by mainly high water tables and very acid soil conditions. The underlying subsoils are saline. Liming and subsoil drainage can be employed to reduce acidity and improve drainage. However, a lack of regional drainage infrastructure to control ditch water levels prevent any on site drainage improvements from working.

Annis soils are described in Volume 3 of the RAB Bulletin 18⁷ as being developed from shallow organic accumulations between 15 and 40cm thick overlying moderately fine to fine textured Fraser River floodplain deposits. Annis soils are poorly to very poorly drained. Poor drainage and heavy subsoil textures limit the usefulness of Annis soils for agriculture. Artificial drainage would widen the range of suitable crops. However, a lack of regional drainage infrastructure to control ditch water levels prevent any on site drainage improvements from working.

Figure 2.4: 1:2,000 scale Air Photo of property



CNCL - 219

-123.059 49.143 Degrees



3.2 **Current On Site Inspection (Figure 3.2)**

Six soil pits were excavated with a mini-excavator. Detailed on site inspection and survey at 1:2,000 scale identified two soil units and one anthropic unit on the property. Field notes are included in Appendix C. Laboratory soil test results from Exova are included in Appendix D. Photographs of the soil pits and associated landscapes are included in Appendix E.

3.2.1 **Soil Unit I**

Unit I occupied +/-5.8ha or 70% of the subject area and was the dominant soil unit identified on the subject property and was located on the eastern portion of the property. Unit I was developed from shallow poorly to moderately well decomposed organic peat overlying silty clay and silty clay loam subsoil. The depth of organic surface layer varied from 25 to 40cm in depth. The pH was very low and ranged from 3.8 to 4.0. The electrical conductivity was moderately high, 2.5 to 3.24dS/m, indicating a high salt content. The sulphur content was very high and could be toxic to some plants. The topography was near level to very gently undulating. The vegetation was mostly deciduous brush with some area cleared on the western edge. The vegetation boundary generally followed the soil boundary. This Unit was characteristic of the Annis Series.

A typical soil profile was exposed at Soil Pit # 6 and was described as follows:

OF-M	35 - 0cm	dark reddish brown (5YR3/3, moist) fibric to mesic organic; near massive structure; common roots; clear boundary to:
------	----------	--

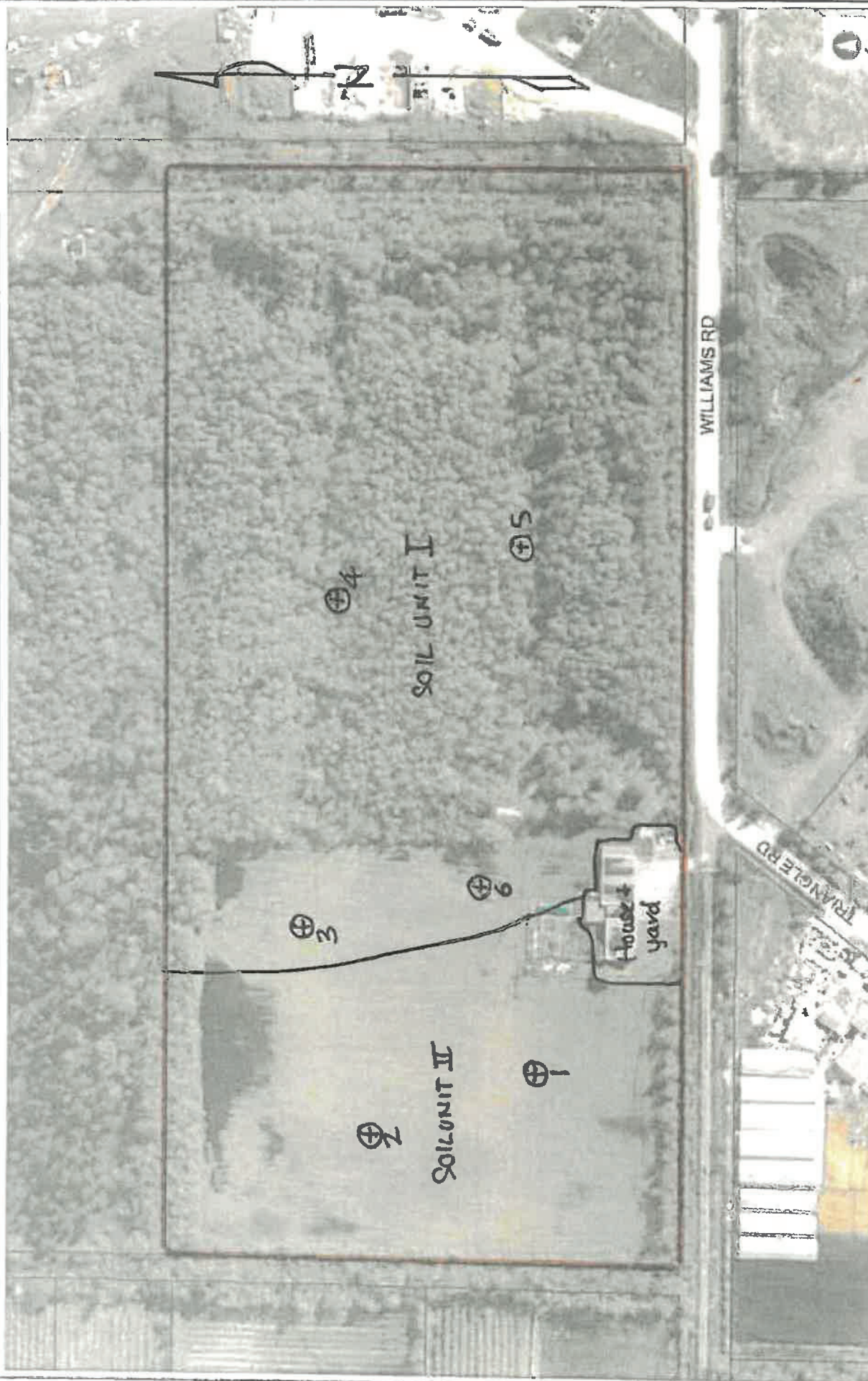
Cg	0 - 10cm	grey (5YR5/1, dry) silty clay loam; massive; no roots.
----	----------	--

3.2.2 **Soil Unit II**

Unit II occupied +/-2.93ha or 28% of the subject area and was found on the western, cleared portion of the property. Unit II was developed from moderately well decomposed organic peat overlying silty clay loam subsoil. Two organic horizons were identified, the surface horizon was friable and well decomposed while the underlying organic layer was massive and moderately well decomposed. The surface layer had a near neutral pH of 6.6 while the underlying organic layer had a very acid pH of 3.1. The electrical conductivity was toxic in the lower organic soil at 9.66dS/m. Also, the Sulphur content in this lower layer was very high at greater than 1000mg/kg. The low pH, high E.C. and very high Sulphur content would render this soil toxic to most crops. There is a large depressional area in the centre-north of this unit which would be subject to flooding for extended periods of the year. Despite having subsurface drain lines installed at 50 foot intervals, the drains are ineffective during the critical spring and fall periods due to high ditch water

Figure 3.2: Current 1:2,000 scale On Site Soils Map

City of Richmond Interactive Map



101.6 0 50.80 101.6 Meters

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

© City of Richmond

THIS MAP IS NOT TO BE USED FOR NAVIGATION

levels which flood the drain lines.

A typical soil profile was exposed at Pit #1 and was described as follows:

OM	80 - 50cm	dark reddish brown (5YR3/3, moist) mesic organic; weak granular structure; friable; common roots; clear boundary to:
OF	50 - 0cm	dark brown (7.5YR3/3, wet) fibric peat; massive amorphous structure; saturated; no roots; fairly clear boundary to:
Cg	0 - 10cm+	grey (5YR5/1 moist) silty clay loam, massive, soft and wet; no roots.

3.2.3 Soil Unit III

Unit III occupied 0.2ha or 2% of the property and was the house and curtilage area.

3.3 Comparison of MOE and Current Soil Mapping

On the 1:25,000 scale MOE mapping, the entire property is mapped as a complex of Richmond and Annis series. In the current detailed 1:2,000 scale mapping, evidence of both these soils were found but there was a clear distinction between the two soil types with soil more characteristic of the Annis Series on the east and Richmond Series on the west. Comparison at the 12.5 times scale difference is not expected to show good conformance.

4. AGRICULTURAL CAPABILITY

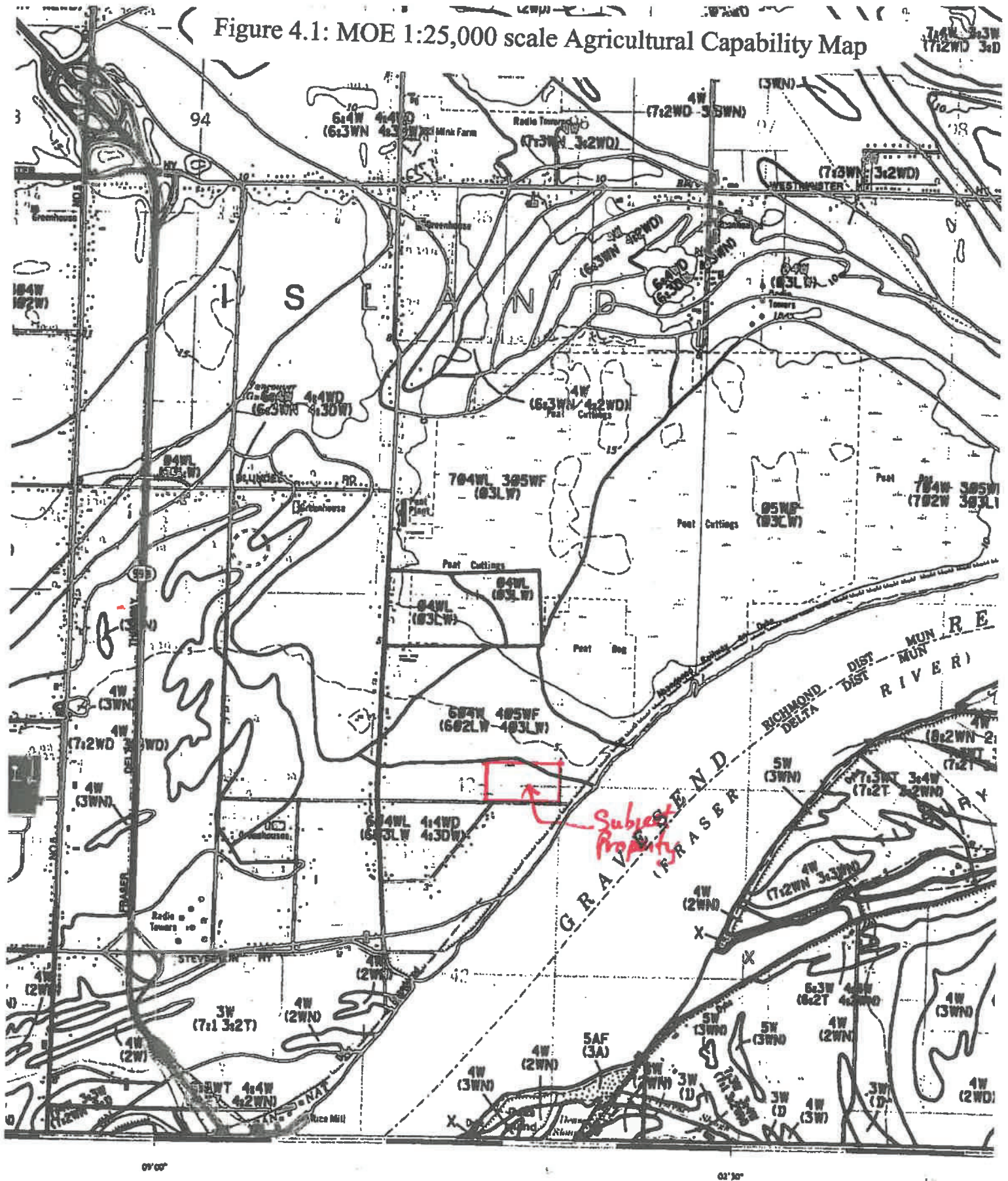
4.1 Ministry of Environment Mapping (Figure 4.1)

The MOE 1:25,000 scale mapping⁸ for agricultural capability rated the property as a complex of 60%O4WL - 40%4WD, improvable with drainage and irrigation to 60%O3LW - 40%3DW.

4.2 Detailed On Site Interpretation (Figure 4.2)

Unimproved and improved agricultural capability ratings were applied to the soil units identified on the property. Landscape and climate factors were integrated into the ratings. The Ministry of Environment Land Capability Classification for Agriculture in British Columbia (MOE Manual 1)² was used to assign ratings. Excerpts of MOE Manual 1 are included in Appendix F.

Figure 4.1: MOE 1:25,000 scale Agricultural Capability Map



MITCHELL ISLAND

NEW WESTMINSTER DISTRICT
CNCL - 224

Richmond Interactive Map (RIM)

Figure 4.2: Current 1:2,000 scale Agricultural Capability Map



7/29/2025, 10:33:14 AM

- Air Parcels
- Strata
- Parcels (black line)
- City Hall
- Electric Vehicle Charging Stations
- Fire Stations
- Police Stations
- Ambulance Stations
- Hospitals

1:2,000
0 0.0325 0.065 0.1 0.13 mi
0 0.05 0.1 0.2 km

4.2.1 Unit I

Soil Unit I was limited by very poor drainage, low pH and moderately high E.C. The shallow organic surface horizon was underlain by a dense silty clay loam mineral horizon which creates a strong lithologic and hydraulic discontinuity. Most of this unit was covered with invasive European Birch deciduous forest vegetation until 2020 when it was cleared and grubbed. Under cultivation the organic material tends to quickly oxidize and disappear from the soil profile leaving a raw, poorly structured mineral soil unfavorable for crops. These soils are difficult to drain effectively and suffer from high water tables and flooding well into the growing season due to restricted drainage invert.

An unimproved agricultural capability rating of Class 5WDF was applied and limited theoretical improvement could be achieved with subsurface drainage and successive lime applications to Class 4DW. However after observing this site for the last 10 years, I have concluded that the frequent flooding and high water tables experienced during the growing season render any drainage improvements ineffective because the cause of the flooding and high water tables is due to off site influences. Therefore I have amended my original classification; which anticipated drainage improvement to the Class 4 level; to the unimprovable Class 5WDF capability.

4.2.2 Unit II

Unit II was limited by very poor drainage, especially in the depressional area, despite being fitted with subsurface drain lines on 50 foot spacing. The drain lines lack adequate invert due to high ditch water elevations in the spring, winter and fall and are effectively inoperative. The cultivated surface horizon had fairly good structure but the underlying organic soil was massive. The organic subsoil had a very low pH, very high E.C. and very high Sulphur content. Any deep rooted crop would suffer serious damage if it penetrated this horizon. An unimproved agricultural capability rating of Class O5WFN was applied to this unit. While subsurface drainage improved with closer spacing, successive applications of lime and excessive irrigation to flush out the Sulphur, this unit could be improved theoretically over several years to Class O4NFW. However after observing this site for the last 10 years, I have concluded that the frequent flooding and high water tables experienced during the growing season render any drainage improvements ineffective because the cause of the flooding and high water tables is due to off site influences. Therefore I have amended my original classification; which anticipated drainage improvement to the Class 4 level; to the unimprovable Class 5WDF capability.

4.2.3 Unit III

Unit III occupied the dwelling, yard and outbuildings on the property and were rated "A" anthropic as disturbed by the activities of man rendering it unsuitable for soil bound

agriculture.

4.3 Summary of Agricultural Capability

The agricultural capability of the property is summarized in the Table below.

AG. CAP. CLASS	UNIMPR. AG. CAP. (HA)	% OF AREA	IMPROVED AG. CAP (HA)	% OF AREA
1	0	0	0	0
2	0	0	0	0
3	0	0	0	0
4	0	0	0	0
5	8.1	98	8.1	98
7	0	0	0	0
Anthropic	0.2	2	0.2	2
TOTAL	8.3	100	8.3	100.0

4.4 Comparison of MOE and Current Ratings

The current ratings are significantly lower than those applied by the MOE mapping. A harsher rating has been applied to the soils on the subject property because of the difficult management issues related to the shallow organic layer overlying dense, unweathered silty clay subsoil on Unit I and the serious external drainage issues associated with both units. This property is at the end of the municipal drainage system and suffers from limited invert, high water table and periodic flooding in the growing season. The current survey lowers the unimproved and improved classes by two levels over the MOE ratings to account for these on site limitations. These limitations are beyond the control of the property owner due to external influences and make on site improvements ineffective thus limiting the capability to the unimproved rating of Class 5.

5. AGRICULTURAL SUITABILITY

Agricultural suitability is a further interpretation of agricultural potential based on soil, crop, climate and productivity limitations for the site and the area. While agricultural capability is an abstract classification indicating the range of crops which could be grown, agricultural suitability more closely represents the practical commercial options for agricultural use of the land. It has been assumed in making these suitability interpretations

that the improvements as required to achieve the improved agricultural capability ratings would be in place. Soil bound uses are discussed for each capability unit. Non-soil bound uses are discussed in general terms.

5.1 Soil Bound Agricultural Uses

The shallow organic layer overlying dense, unweathered clay on Unit I would present significant management challenges for growing annual crops. Long term fertility amendments and drainage improvements would be required to bring these soils up to an acceptable standard for a narrow range of crops but external drainage issues which cause flooding during the growing season severely limit the feasibility of growing annual crops. Perennial berry crops would be limited to Blueberries but the shallow organic layer and dissimilar unweathered underlying mineral soil would create rooting limitations. Field crops such as corn or cereals would be unsuited to this unit due to spring and fall risk of wet soil conditions and flooding which would delay planting and harvesting and risk crop loss.

In terms of soil bound crops, Unit II on the subject property has low suitability for shallow rooted crops even those with moderate to high tolerance for wetness. Leafy vegetables and blueberries are grown on the lands to the west of the subject property with soils similar to Unit II but appear to have better drainage access. Deeper rooted annual or perennial crops would be severely limited by the underlying soil condition and high water table.

Forage based agriculture in support of livestock depends on growing forages, field corn and cereals to feed the animals. Forages could be grown on the subject parcel but the wet soil conditions would be unsuitable for corn and cereals. Pasturing livestock on wet soils has the potential for foot disease issues, particularly with sheep and cattle. The suitability for forage production is low since these organic soils are susceptible to invasion by undesirable weeds and rushes in forage and planting and harvesting annual field crops is limited by the wet soil conditions in the spring and fall.

5.2 Non Soil Bound Agricultural Uses

Non soil bound uses include greenhouses, mushroom production, feedlot and pot nursery. The primary limitation on the subject property to these uses is the organic soils which have a very low load bearing capacity for buildings. Any of these uses would require stabilization of the organic soils and preload fill to raise the grade above the flood elevation in order to provide a suitable building foundation. It would be unusual to find this kind of development on organic soils for this reason. Plastic hoop cold frame greenhouses are common on these soils and are considered suitable for this site but the recurring flooding would require raising the grade. This site is considered unsuitable for

most non-soil bound uses.

6. **PROPOSED NON-FARM USE OF LAND**

6.1 **Background**

Mathers Bulldozing, a long standing Richmond business, provides an important service to the agricultural community in Richmond and Delta by providing clean, salt free Fraser River sand to Cranberry growers, West Coast Instant Lawns turf farm and other farmers in need of sand. While pre-load sand is commonly available from building sites, this sand is often contaminated with foreign materials which are harmful in agricultural applications such as topdressing. Mathers is the major supplier of agricultural quality sand in Richmond and Delta and has a long time relationship with the local farm community.

Mathers has received a number of letters from agricultural and golf course customers with land in the ALR who depend on the high quality sand supplied by Mathers Bulldozing. These letters are found in Appendix G.

6.2 **Proposed Non-Farm Development** Figure 6.2: 1:2,000 scale Map of Proposed NFU

6.2.1 **Sand Storage Facility**

Sanstor would require approximately 5.0 hectares of land for their sand storage operation. The sand storage footprint would be limited to the eastern, recently cleared area of the property and the existing house and curtilage which would be used for equipment storage and an office.

The area proposed for the non-farm use for sand storage would be serially filled with dredged sand on a schedule to satisfy the navigation requirements on the Fraser River and then sold. The minimal infrastructure to be installed would include an access, scale and scale house in the SW corner, a non-permanent fabric roof equipment shed located on the current paved area near the house and use of the existing dwelling as an office. The dredging infrastructure, composed of buried and surface input pipe and drainage water conduit, are already installed along the western boundary of the existing Mathers site and would be reconfigured to fit the new site.

6.2.2 **Commercial Truck Parking Facility**

The City of Richmond is facing a serious problem with illegal truck parking on ALR land due to a lack of legal commercial truck parking facilities. The western 3.15 hectares are proposed for development of a commercial truck parking facility. The Sanstor site is

Richmond Interactive Map (RIM)

Figure 6.2: 1:2,000 scale showing Proposed Uses



7/29/2025, 10:33:14 AM

- Air Parcels
- Strata
- Parcels (black line)
- City Hall
- Electric Vehicle Charging Stations
- Fire Stations
- Police Stations
- Ambulance Stations
- Hospitals

1:2,000
0 0.0325 0.065 0.1 0.13 mi
0 0.05 0.1 0.2 km

centrally located close to major transportation corridors and is on a heavily used truck route. Having a legal, well managed truck parking facility would provide space for approximately 130 trucks on an established truck route and eliminate a major reason provided by truck owners for illegally parking in the ALR. Sanstor would not operate the truck parking facility but would lease it to a qualified operator or the City of Richmond for \$1.00/year and payment of property taxes.

One metre of dredged sand would be placed on this area which would be capped with 300mm of road base gravel. Drainage control would be installed to isolate and treat any runoff from the truck parking area.

6.2.3 Savage Road Right of Way

A 0.20 hectare area along the eastern boundary is proposed for widening of the Savage Road Right of Way. This RoW application is being made under separate application by Ecowaste Industries. The RoW would be dedicated to the City of Richmond.

6.3 Reclamation When Site Decommissioned at End of Tenure

When the temporary sand storage and truck parking uses end after the 25 year term, or in the unlikely event of Sanstor quitting the site, it will be reclaimed for agricultural use. Reclamation would entail:

- a) retention of +/-100,000m³ of sand to be used in reclamation of the sand storage site;
- b) retention and stockpiling of +/-35,000m³ of sand to be used in reclamation of the truck parking site;
- b) removal of infrastructure including scales, roads and other facilities on sand storage area; removal of road base and surface drainage system on truck parking site;
- d) grade the retained sand two meters deep on the sand storage area with a target finished elevation of +/-1.0 metres geodetic;
- e) place 1.0m of sand on existing sand base layer on truck parking site to a target finished elevation of +/-1.0m geodetic;
- e) import Class A compost onto the surface of the reclaimed sand area to provide a placed depth of at least 300mm and cultivate into the sand layer to a depth of 600mm;
- f) Install a subsurface drainage system designed by an Agrologist qualified in agricultural drainage on the entire disturbed area;
- g) manage fertility as required to bring the site up to an acceptable agricultural standard for a range of crops;
- h) If a perennial crop is not planted in the first year; establish a forage crop with a high level of management including harvesting and recording forage yields;

- i) secure a suitable source of irrigation water either from municipal water supply or ditch water having low salt content.

The final reclaimed agricultural capability would be Class 2A with the required irrigation and drainage improvements in place. This reclaimed land would be highly suited for root crops, leafy vegetables, berries and field crops.

The estimated cost to carry out the decommissioning and reclamation of the sand storage site in case of closure is as follows:

RECLAMATION COSTS

ACTIVITY	DETAILS	COST
REMOVE INFRASTRUCTURE	REMOVE BUILDINGS, SCALE, ROADS, TRUCK PARKING CAPPING, SURFACE DRAINAGE SYSTEM	100,000
PLACE SAND ON STRIPPED TRUCK PARKING BASE	35000M3 X \$3.00/M3	105,000
REPLACE STOCKPILED SAND	100,000M3 @ 0.50/M3	50,000
SUPPLY & PLACE COMPOST ON SAND SURFACE	83,000M2 X 0.3M = 25,000M3 @ \$15.00/M3 IN PLACE	375,000
DRAINAGE, IRRIGATION, CULTIVATION & SEEDING	83,000/M2 @ \$1.00/M2	83,000
MONITORING AND SUPERVISION	DURING DECOMMISSIONING AND RECLAMATION	50,000
ESTIMATED TOTAL RECLAMATION COST		763,000

Therefore the total estimated cost to reclaim the sand storage site to an acceptable agricultural condition at the end of the term of if the uses were to cease is \$763,000. Bonding to secure this eventuality in the amount of \$850,000; which includes a contingency amount of \$87,000; would ensure that the site would be returned to productive agriculture at the Class 2 level of capability.

7. ALTERNATIVE SAND STORAGE SITES IN RICHMOND NOT IN ALR

7.1 Richardson Review

Mathers retained the services of Bruce Richardson, Vice President Industrial Properties at

CBRE Commercial Real Estate company, to try to find a suitable relocation site for Mathers Bulldozing. Richardson had been looking for a site for five years and he summarizes his efforts in a letter dated November 17, 2015 and concluded that there were no suitable alternative sites available. This letter is included in Appendix H.

7.2 C&F Alternative Sites Review

C&F prepared a report dated August 30, 2017 entitled “ALC Application #55285 - Sanstor Farms Supplementary Information in response to City of Richmond Staff Report” which addressed the misinformation contained in the Staff Report regarding the availability of alternative sites in Richmond where the sand storage facility could be located outside the ALR. This Report is attached as Appendix I. We carried out a detailed review of all the sites proposed in the staff report using aerial photographs and visual ground survey. We concluded, after reviewing every site identified in the staff report, and other sites with foreshore access on the perimeter of Richmond, that none of these sites were suitable for the sand storage facility for a number of reasons including: site was built out with warehouses or other permanent fixtures, site was a municipal park, site was a marina, site was B.C. Ferries repair facility, lack of access to the Fraser River, site used for new car storage, Ecowaste lands are being converted to light industrial use, North Arm Fraser River is not suitable due to silty material, Mitchell Island is completely built out.

7.3 Vancouver Fraser Port Authority Letter

Mr. Tom Corsie, PPM, Vice President, Real Estate for the Vancouver Fraser Port Authority provided a letter dated April 26, 2019 (Appendix J) in support of the Sanstor site for replacing the current Mather’s site on the adjacent Ecowaste lands. He states that the maintenance of the navigation channel on the South Arm of the Fraser River by the Vancouver Fraser Port Authority is critical to ensure the safe navigation for mariners using the south arm of Fraser River and which also provides positive effects to regional flood control. He goes on to state that the cost of dredging the Fraser River is significant and a portion of cost recovery is obtained through the sale of river sand at various sand sales or sand depots operated by companies that either offer sand and gravel sales, or other site preparation services. One of the more strategic locations for dredge sand storage is the Williams Road area where Mathers has operated for many decades.

If the Mathers site on the Ecowaste land is not available, or an alternative site close by is not available, the dredged sand would probably need to be ocean dumped. This is not only more expensive, it wastes an important resource critical to development of infrastructure in the lower mainland region for sand preload of roads, highways and building sites as well as being an economical sand source for agricultural users. Sand from alternative sources would need to come by truck from Abbotsford or by barge from

the Sunshine Coast at significant additional cost.

The current Mathers sand storage facility is incompatible with the proposed light industrial land use on the Ecowaste lands and there is no possibility that Ecowaste would extend the current use beyond 2026. We have carried out a detailed search for alternative sites in Richmond (Appendix H) and determined that the Sanstor Williams Road site is the only available and suitable site for this facility in Richmond.

8. INCLUSION OF LAND INTO THE ALR

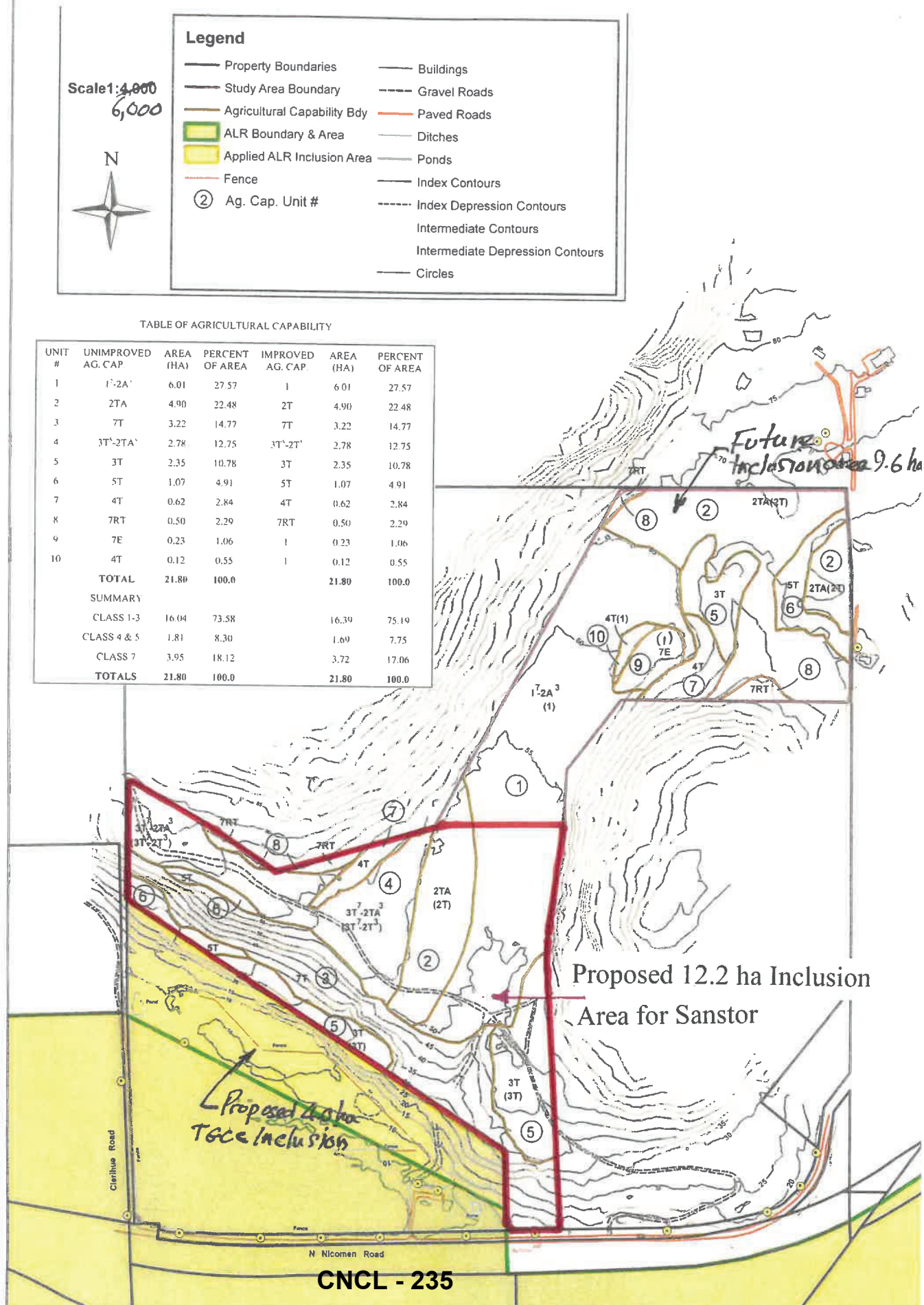
Sanstor has an agreement with David Vernon, the agent for the owners of a large, 68 hectare farm property in Deroche, B.C., to include into the ALR a 12.2 hectare portion of that property. This land is currently out of the ALR and has high agricultural capability. The proposed Inclusion Area of 12.2 hectares is made up of 8.3 hectares of Prime Class 1 to 3 land, 0.7 hectares of secondary Class 4 and 5 land and 3.2 hectares of Class 7 slope acting as a buffer to adjacent non-ALR land and to provide continuity to the ALR boundary. Considering only the 8.3 hectares of prime Class 1 to 3 land proposed for inclusion compared to the 8.3 hectares of secondary Class 5/4 land proposed for temporary sand storage and truck parking non-farm uses, the ratio of inclusion to non-farm use would be 1:1. Overall, the ratio of inclusion to exclusion would be 1.5:1. However, the land proposed for temporary non-farm use is low agricultural capability, Class 5 with serious drainage issues, while the proposed inclusion land is primarily Class 1 to 3 and suitable for all crops with minimal management limitations.

The intent of the land owner is to include a total of 25.8 hectares of land into the ALR under three separate applications of which this is one. Of the total area proposed for inclusion, 18.4 hectares (45.5 acres) are Class 1 to 3 improved capability.

The proposed inclusion land is an integral part of a large dairy farm located on nearby Nicomen Island and provides summer pasture and hay for replacement heifers and dry cows. These non-ALR areas have been in active agricultural use for at least 80 years as evidenced by the cleared land and a remnant walnut orchard in the NE corner with huge walnut trees up to 100 feet tall. Clearly, early settlers recognized the high agricultural potential of this land and chose to establish a farm there despite its isolated location on a bench some 60 metres above the Fraser River floodplain. A plan of the proposed inclusion area with agricultural capability mapped on it is shown on Figure 8 at 1:6,000 scale.

Sanstor has been advised by David Vernon, the Agent for the land owner, that an inclusion application No. 102004 involving 12.2 hectares for this project was approved for submission to the ALC by the Fraser Valley Regional District Board on July 24, 2025.

Figure 8: 1:6,000 scale Proposed ALR Inclusion in Deroche



Upon securing ALC approval for the Non-Farm Use application, Sanstor will instruct the Agent to proceed with the Inclusion process.

9. **IMPACT ANALYSIS**

9.1 **Impact of Proposed Non-farm Use of Subject Lands on Surrounding Lands**

The western +/-3.15 hectares have been rented to a local farmer who is growing ethnic vegetables. The eastern portion of the property has been cleared but remains fallow. The lands to the east are out of the ALR and slated for industrial development. The property to the north is a long established radio grounding transmission site. Large volumes of truck traffic currently arrive and depart from the Ecowaste site and the Mathers sand depot so little change would occur if the new site is activated. The proposed non-farm use would not have any impact on surrounding agricultural lands not currently existing. A berm would be placed on the west boundary to provide buffering for the agricultural lands to the west. The trees on the undeveloped road RoW along the west property line provides additional buffering.

9.2 **Potential Impact of Non-farm Use for Sand Storage and Processing on Local and Regional Agricultural Productive Capacity**

The western +/-3.15 hectares are rented to a local farmer who is growing ethnic vegetables. The eastern portion has been cleared but is lying fallow due to poor soil conditions. Historically the western 35% of the property was in agricultural production while the eastern 65% was cleared circa 1980 but has not been actively farmed since and reverted to deciduous brush. The farmer leasing the western 3.15 hectares suffers serious crop damage and losses due to flooding and high water tables in spite of improvements carried out by Sandstor. Flooding is beyond the control of the property owner and is due to regional issues. The intent is to have the sand storage and truck parking occupy the site for a period of 25 years. Once this use is de-commissioned, the land would be reclaimed for agricultural use at the Class 2 level of capability.

Mathers is a major supplier of agricultural sand to Cranberry producers and other farmers including West Coast Instant lawns in Delta which uses substantial quantities of sand to amend its turf fields. While some 5.0 hectares of land will be occupied by the sand facility, this land has never been cleared and used for agriculture in recent history. The loss of the agricultural sand source currently provided by Mathers on its Ecowaste site would have a serious impact on farmers who depend on a reliable local source of reasonably priced, clean sand.

The temporary (25 year) non-farm use of this +/-8.3 hectares of land would have little or no impact on local agricultural productive capacity.

The inclusion of 12.2 hectares of land into the ALR in Deroche with 8.3 hectares of Class 1 to 3 capability will provide protection of this important agricultural land resource in perpetuity and prevent its loss by subdivision into 2 hectare residential lots as currently allowed under the local zoning while out of the ALR. Therefore inclusion into the ALR of this prime agricultural land would offer up a significant regional agricultural benefit.

9.3 **Potential of Non-farm Use of the Subject Lands for Impact on Surrounding Agricultural Operations**

The only agricultural uses are located immediately west of the 3.15 hectare farmed area on the subject property and a small plastic greenhouse operation to the south of the fallow field.

9.4 **Precedent for This Non-farm Use Triggering Future Applications**

The Mathers sand operation is quite unique, and like most other river sand deposit sites along the Fraser River, they have been established for many years to service the critical Fraser River channel dredging needs. It is only because of the loss of the longstanding lease on the Ecowaste lands that Mathers has been forced to find an alternative site. Otherwise Mathers would never intend to move their operation.

10. **SUMMARY AND CONCLUSIONS**

- 10.1 Some 8.1 hectares or 98% of the 8.35 hectares on the subject lands have a Class 5 unimprovable capability. The area occupied by the dwelling and yard is 0.2 hectares and was rated "A", anthropic, with no soil bound agricultural capability. Effective drainage improvement on this property is severely limited by a lack of drainage invert which results in perennial high water table and periodic flooding during the growing season. Therefore the property is considered unimprovable and the Class 5 rating remains.
- 10.2 Mathers Bulldozing currently operates a dredged river sand depot on lands adjacent to the subject property which are slated for industrial development in the near future resulting in displacement of the Mathers depot. Mathers has canvassed the local area for a suitable non-ALR site without success. Sandstor Farms Ltd. is a wholly owned subsidiary of Mathers Bulldozing.
- 10.3 Mathers provides an important service to the local agricultural community by supplying clean, salt free sand for Cranberry farmers and others including West Coast Instant Lawns/GFL Environmental in Delta. Clean sand, locally sourced at a reasonable price, is a critical component in these operations.

- 10.4 Mathers would like to move its existing operation to the subject property and use the eastern +/-5.0 hectares of the subject property for stockpiling river sand dredged from the Fraser River. This land has not been used for agriculture in recent history. A commercial truck parking facility is proposed for the western 3.15 hectares.
- 10.5 The Vancouver Fraser Port Authority needs a dredge sand storage site which is critical to maintaining the Fraser River shipping channel east of the Massey Tunnel. This has been serviced by the Mathers sand storage site on the Ecowaste land for decades and this lease is terminating in 2026. The Sanstor site on Williams Road would allow continuation of this critical service to maintain the shipping channel in the Fraser River.
- 10.6 Upon expiration of the temporary 25 year Non-farm Use approvals, the land would be reclaimed to a better improved agricultural capability than currently exists, by three classes from Class 5 to Class 2A. The estimated reclamation cost of \$850,000 for the sand storage and truck parking uses would be secured by bonding.
- 10.7 Sanstor is proposing to include 12.2 hectares of land in Deroche, B.C. into the ALR. This land is in active agricultural use and has 8.3 hectares of prime Class 1 to 3 agricultural capability. This land, including the additional proposed inclusion lands totalling 25.8 ha, is currently vulnerable to rural residential subdivision under local zoning which allows 2 hectare lots. If this were to happen, this important and unique agricultural resource would be lost to productive agriculture forever.

C & F LAND RESOURCE CONSULTANTS LTD.

Per: 

Brian M. French, P.Ag.

File:\Sanstor updated report 07-28-2025

*Excerpt of Food Security and Agricultural Advisory Committee Meeting Minutes
July 31, 2025*

Non-Farm Use Application (14671 Williams Road AG25-019652)

James Hnatowich, Policy Planning, introduced the proposal and provided the following comments:

- In 2018, the ALC Executive Committee refused an application for sand storage on the subject site.
- The eastern portion of the site is designated as an Environmentally Sensitive Area (ESA) in the City's Official Community Plan. The City granted an ESA Development Permit exemption for the agricultural uses over the ESA area.
- The proposal is inconsistent with Zoning and the Official Community Plan, which designates this parcel as Agriculture.
- Should Council and ALC approve the proposed non-farm use, a subsequent rezoning would be required and would include consideration of any ESA impacts.

The applicant Brian French, representing Sanstor Farms Ltd., provided a presentation on the application identifying:

- This application is for a sand storage operation on the eastern 5.0 ha of the site, and a truck parking operation on the western 3.15 ha of the site.
- The existing parcel has drainage issues making the parcel difficult to farm.
- The proposal is for a temporary use for 25 years. The parcel will be reclaimed to Class 2A capability at the end of term and will have an \$850,000 bond.
- The sand storage operation would provide sand to customers, including local farmers. The sand operation would be able to provide sand at a lower cost than importing sand from outside of the city.
- The truck parking is being proposed as there is a perceived problem with truck parking on ALR farmland. Providing a legal truck parking facility in Richmond could help resolve illegal truck parking elsewhere.
- The proposal includes adding 12.2 ha of land in Deroche adjacent to the ALR into the ALR. This land has 8.3 ha of Class 1 to 3 capability and 3.9 ha of secondary land.

An FSAAC member inquired if there was a possibility to strengthen the agricultural component of the application.

In response, the applicant provided the following comments:

- The agricultural component of the presentation includes the inclusion of additional lands in Deroche, as well as reclamation of land at the end of the term limit. Efforts were made to locate land in Richmond, however, the search for local land to be included in the ALR was unsuccessful.

An FSAAC member questioned why the land couldn't be improved to provide for a feasible farming operation at this time, instead of having it used for an industrial use.

In response, the applicant provided the following comments:

- It is financially unfeasible to restore the land for a farming operation;
- There are limited parcels with adjacency to the river that could be utilized for a sand storage operation.
- The application will provide sand to farmers to help with their farming operation.

An FSAAC member asked for further clarity on the existing farming operation, and how the land will be reclaimed at the end of term.

In response, the applicant provided the following comments:

- There is an existing farmer farming the land. However, drainage issues make it difficult to effectively farm the land.
- Reclamation will be secured through a bonding amount of \$850,000.
- The reclamation plan would include providing a layer of sand and importing compost to be mixed into the topmost layer, making the parcel suitable for root crops.

An FSAAC member provided comments of support for a local Canadian business and acknowledged the difficulties of farming the subject parcel.

An FSAAC member questioned if this could encourage industrial creep into the ALR.

In response, the applicant provided the following comment:

- The proposal is for a temporary use, and the parcel will continue to remain in the ALR.

An FSAAC member inquired on what would be required for the truck parking.

In response, the applicant provided the following comments:

- A layer of sand and then gravel will be placed on this portion of the parcel.
- Standard infrastructure will be provided included drainage collection.
- Reclamation for this portion of the parcel will be similar to the reclamation for the sand storage, and a consistent elevation will be provided at the end of term.

An FSAAC member inquired as to why a 25-year term limit was chosen.

In response, the applicant provided the following comment:

- A 25-year term limit appeared to be an appropriate time horizon. The applicant wanted to provide a time limit in good faith to demonstrate that the lands will be restored.

The Committee passed the following motion:

That the Food Security and Agricultural Advisory Committee endorse the Non-Farm Use application at 14671 Williams Road.

*Carried
With Abu Jahangir and Mike Bomford opposed*

MAYLAND FARMS LTD.
2611 No. 7 Road
Richmond, B.C. V6V 1R3

August 27, 2015

TO WHOM IT MAY CONCERN:

We, Mayland Farms Ltd., are Cranberry producers in Richmond and sand topdressing is a critical part of our cranberry bog management. We require approximately 3,000 yards of clean, salt-free sand every year.

We have purchased this sand from E. Mathers Bulldozing Co. Ltd. for many years. The sand supplied by Mathers is excellent quality in terms of its particle size, consistency and it is free of salt. The cost of Mathers sand is very reasonable, an important consideration for agricultural producers. We know that there are very limited suppliers of high quality topdressing sand in the Delta - Richmond area and worry that if Mathers is forced out of the area, we will have to import sand from suppliers in Abbotsford at significantly higher cost.

As agricultural producers, we support the application by Mathers to relocate on the property at 14671 Williams Road in Richmond. We believe Mathers provides an important agricultural input to our cranberry operation.

Yours truly,

MAYLAND FARMS LTD.

David May
(Pres)

MAYFAIR LAKES GOLF & COUNTRY CLUB
5460 No. 7 Road
Richmond, B.C. V8V 1R7

August 27, 2015

TO WHOM IT MAY CONCERN:

We, Mayfair Lakes Golf & Country Club, require topdressing sand and sand for green and tee maintenance on a regular basis. We require approximately 3,000 yards of clean, salt-free sand every year.

We have purchased this sand from E. Mathers Bulldozing Co. Ltd. for many years. The sand supplied by Mathers is excellent quality in terms of its particle size, consistency and it is free of salt. The cost of Mathers sand is very reasonable. We know that there are very limited suppliers of high quality topdressing sand in the Delta-Richmond area and worry that if Mathers is forced out of the area, we will have to import sand from suppliers in Abbotsford at significantly higher cost.

We support the application by Mathers to relocate on the property at 14671 Williams Road in Richmond. We believe Mathers provides an important service to golf course operators and agricultural producers in Richmond.

Yours truly,

MAYFAIR LAKES GOLF & COUNTRY CLUB

A handwritten signature in dark ink, appearing to read "Steve May", is written over the printed name of the club.

COLUMBIA CRANBERRY CO. LTD.
4291 No. 7 Road
Richmond, B.C. V6V 1R6

August 27, 2015

TO WHOM IT MAY CONCERN:

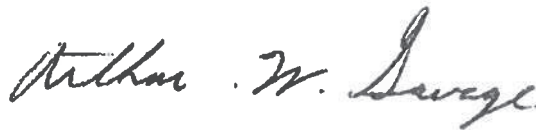
We, Columbia Cranberry Co. Ltd., are Cranberry producers in Richmond and Delta and sand topdressing is a critical part of our cranberry bog management. We require approximately 5,000 yards of clean, salt-free sand every year.

We have purchased this sand from E. Mathers Bulldozing Co. Ltd. for many years. The sand supplied by Mathers is excellent quality in terms of its particle size, consistency and it is free of salt. The cost of Mathers sand is very reasonable, an important consideration for agricultural producers. We know that there are very limited suppliers of high quality topdressing sand in the Delta - Richmond area and worry that if Mathers is forced out of the area, we will have to import sand from suppliers in Abbotsford at significantly higher cost.

As agricultural producers, we support the application by Mathers to relocate on the property at 14671 Williams Road in Richmond. We believe Mathers provides an important agricultural input to our cranberry operation.

Yours truly,

COLUMBIA CRANBERRY CO. LTD.

A handwritten signature in cursive script, appearing to read "William W. Savage".

**COUNTRY MEADOWS GOLF CLUB
SAVAGE CREEK GOLF CLUB
8400 No. 6 Road
Richmond, B.C. V6W 1E3**

August 27, 2015

TO WHOM IT MAY CONCERN:

We, Country Meadows Golf Club and Savage Creek Golf Club, require topdressing sand and sand for green and tee maintenance on a regular basis. We require approximately 4,000 yards of clean, salt-free sand every year.

We have purchased this sand from E. Mathers Bulldozing Co. Ltd. for many years. The sand supplied by Mathers is excellent quality in terms of its particle size, consistency and it is free of salt. The cost of Mathers sand is very reasonable. We know that there are very limited suppliers of high quality topdressing sand in the Delta-Richmond area and worry that if Mathers is forced out of the area, we will have to import sand from suppliers in Abbotsford at significantly higher cost.

We support the application by Mathers to relocate on the property at 14671 Williams Road in Richmond. We believe Mathers provides an important service to golf course operators and agricultural producers in Richmond.

Yours truly,

COUNTRY MEADOWS GOLF CLUB

and SAVAGE CREEK GOLF CLUB

A handwritten signature in black ink, appearing to be a stylized 'J' or 'K' followed by a flourish.



West Coast Farms Ltd.
Willow Bay Farms Ltd.
Willow Bay - a cooper LTD.
Willow Bay Avic: a LTD.
C.G.D.G. V. - strong Holdings.

westcoast

INSTANT

LAWNS

Enviro-smart Organics Ltd.
a full cycle company

August 31, 2015

TO WHOM IT MAY CONCERN:

West Coast Instant Lawns has been using E. Mathers Bulldozing Company Ltd. for all our sand requirements since 1996. Over the last 19 years we have made free draining sand turf fields by applying 6 to 12 inches of sand on our soil based fields which allows us to harvest turf during the wet months. Westcoast has been topping up these sand fields approximately every two years.

The reason we use sand from E. Mathers is because we have tested sand from all the other sand suppliers within our logistical area and we have found that Mathers sand is consistent in quality in terms of its particle size and it is free of salts as compared to other suppliers.

Our composting operation consistently uses approximately 100,000 cubic yards of clean, salt free sand from Mathers. This sand helps us meet the strict B.C. Nursery Trades Association specification as required by the landscape industry.

E. Mathers has always given a preferred price to agricultural producers and this is important for farmers to remain competitive.

There is no real alternative for supply of clean, salt free sand in the Delta area and if E. Mathers were to shut down we would be forced to source sand from suppliers in Abbotsford at significantly higher cost.

We at Westcoast Instant Lawns support the application by E. Mathers Bulldozing Company Ltd. to relocate on the property at 14671 Williams Road in Richmond, B.C. Over the years I have talked with other farmers that have benefitted from being able to have a reliable, consistent source of sand for their farm operations in Delta and Richmond.

Yours truly,

West Coast Instant Lawns

Daryl Goodwin, President

4295 - 72nd St. Delta, BC V4K 3N2
Phone: 604.946.0201 Fax: 604.946.0221

1579



Vancouver Fraser Port Authority
100 The Pointe, 999 Canada Place
Vancouver, B.C. Canada V6C 3T4
portvancouver.com

Email: mathersbulldozing@gmail.com

April 26, 2019

Mr. Bruce Mathers
E. Mathers Bulldozing Co. Ltd.
7200 Francis Road
Richmond, BC V6Y 1A2

Dear Mr. Mathers:

RE: Letter of Support

I am writing to express support for the application to the Agricultural Land Commission (ALC) by Mathers Bulldozing Co. Ltd. to use a 15 acre property that it owns on Williams Road in Richmond for sand storage. The Vancouver Fraser Port Authority has a long term contract to perform annual maintenance dredging of the Fraser River main navigation shipping channel. Each year many hundreds of thousands of cubic meters of sand is removed in order to ensure safe navigation for mariners using the south arm of Fraser River which also provides positive effects to regional flood control.

The cost of dredging the Fraser River is significant and a portion of cost recovery is obtained through the sale of river sand at various sand sales or sand depots operated by companies that either offer sand and gravel sales, or other site preparation services. One of the more strategic locations for sand sales is the Williams Road area where Mathers has operated for many decades. As their lease with Eco Waste will likely end in the short to medium term, it is important to find a replacement site in the immediate area.

We agree the Mathers Williams Road property, although classed as ALR land is ideal for this purpose. We understand Mathers is not requesting removal from ALR designation, but is proposing to fill and preload that portion of the site not suitable for agriculture. We also understand appropriate mitigation for the indefinite sand storage use would be provided to that portion of the site which will continue to be farmed. As a portion of the site is unable to support agriculture in its current form, the filling and preloading of that area would also not preclude an agricultural use in the future.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Tom Corsie', with a long horizontal line extending to the right.

Tom Corsie PPM
Vice President, Real Estate



**Richmond Zoning Bylaw 8500
Amendment Bylaw 10470 (RZ 21-922202)
5800, 5840, 5860 Granville Avenue**

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **“LOW DENSITY TOWNHOUSES (RTL4)”**.

P.I.D. 004-316-401

Lot 129 Section 13 Block 4 North Range 7 West New Westminster District Plan 27915

P.I.D. 008-927-821

Lot 130 Section 13 Block 4 North Range 7 West New Westminster District Plan 28015

P.I.D. 004-211-421

Lot 127 Section 13 Block 4 North Range 7 West New Westminster District Plan 27743

2. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 10470”**.

FIRST READING

JUN 12 2023

A PUBLIC HEARING WAS HELD ON

JUL 17 2023

SECOND READING

JUL 17 2023

THIRD READING

JUL 17 2023

OTHER CONDITIONS SATISFIED

SEP 22 2025

ADOPTED

CITY OF RICHMOND
APPROVED By
APPROVED by Director or Solicitor

MAYOR

CORPORATE OFFICER



**Wharves Regulation Bylaw No. 10182
Amendment Bylaw No. 10698**

The Council of the City of Richmond enacts as follows:

1. **Wharves Regulation Bylaw No. 10182**, as amended, is further amended by adding the following as Section 6.1.3:
 - 6.1.3 Notwithstanding Section 3.2.1(g), written authorization from the General Manager, Community Services to **moor** a **vessel** that is being used for business or commercial services at a **wharf** will not be required if the following conditions are met:
 - (a) the **owner** of the vessel wanting to **moor** provides at least 60 days prior notice to the City of the earliest date it wants to **moor** the vessel along with the non-refundable deposit in the amount of \$1,000;
 - (b) the **mooring** of the vessel will not cause the City to infringe upon any applicable laws, including, without limitation, the City's Occasional Use Marine Facility Designation License;
 - (c) City staff and the **owner** of the vessel wanting to moor are able to coordinate on an agreeable date(s) based on availability at the **wharf** as determined by City staff and other conditions of moorage;
 - (d) the **owner** of the vessel pays to the City within 30 days of the agreed upon **mooring** date pursuant to Section 6.1.3(c), the fee as set out in the City's Consolidated Fees Bylaw 8636. The fee is charged for each 24-hour period the vessel is **moored** to the **wharf**, commencing at the time the vessel is fully secured to the **wharf** as determined by the City; and
 - (e) the **owner** of the vessel provides to the City prior to the **mooring** of the vessel, written confirmation that the following services will be provided for by the owner:
 - (i) the necessary services to provide international vessels the ability to enter and exit Canadian waters (that is, per CBSA/Passport control) and Health Canada Inspections;
 - (ii) refueling of the vessel;
 - (iii) re-provisioning of on-board food and beverages; and

- (iv) sanitary servicing of the vessel, including without limitation the removal of blackwater which must be done through a barge.

Notwithstanding that all conditions have been met, the City maintains its sole discretion to prohibit a vessel from **mooring** at a **wharf** if it is believed that the **mooring** of the vessel may cause a safety concern to the wharf, City staff or the general public.

For all **vessels** which **moor** pursuant to this provision, the City will provide all staffing, equipment, supplies, servicing to provide a secure **wharf** as required by applicable law.

2. This Bylaw is cited as, "**Wharves Regulation Bylaw No. 10182, Amendment Bylaw No. 10698**".

FIRST READING

SEP 22 2025

SECOND READING

SEP 22 2025

THIRD READING

SEP 22 2025

ADOPTED

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

MAYOR

CORPORATE OFFICER



**CONSOLIDATED FEES BYLAW NO. 8636,
AMENDMENT BYLAW NO. 10699**

The Council of the City of Richmond enacts as follows:

1. The **Consolidated Fees Bylaw No. 8636**, as amended, is further amended by adding Schedule A attached to and forming part of this bylaw as a schedule to Consolidated Fees Bylaw No. 8636, in alphabetical order.
2. This Bylaw is cited as “**Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10699.**”

FIRST READING

SECOND READING

THIRD READING

ADOPTED

SEP 22 2025

SEP 22 2025

SEP 22 2025

CITY OF RICHMOND
APPROVED for content by originating dept.

APPROVED for legality by Solicitor
LB

MAYOR

CORPORATE OFFICER

SCHEDULE – WHARVES REGULATION**Wharves Regulation Bylaw No. 10182****Moorage Fees****Section 4.1**

Description	Fee
Non-Commercial Pleasure Craft Moorage Fee - Per Lineal Foot per 24 hour period:	\$2.00
Commercial Vessel Docking fee at Imperial Landing - Per Lineal Foot per 24 hour period: 1. A Non-Refundable deposit, set out in the Wharves Regulation Bylaw No. 10182, is required for Commercial Vessel Docking at time of notification of intent to use Imperial Landing; 2. Balance is due within 30 days of the vessel sailing at the Commercial Vessel Docking and Service Fee LESS the non-refundable deposit.	\$36.25

Note: All stays, by non-commercial pleasure crafts, at Imperial Landing are limited to a maximum of three (3) consecutive days within a fourteen (14) day period.

Separate tickets must be purchased for each day of moorage (i.e. 24 hour period). The separate tickets may be purchased at the same time OR a single ticket can be purchased at the beginning of each day.

Tickets are non-transferable.



To: Richmond City Council

Date: September 26, 2025

From: Wayne Craig
Chair, Development Permit Panel

File: DP 23-029476

Re: **Development Permit Panel Meeting Held on October 9, 2024**

Staff Recommendation

That the recommendation of the Panel to authorize the issuance of Development Permit (DP 23-029476) for the properties at 5800, 5840, 5860 Granville Avenue, be endorsed and the Permit so issued.

Wayne Craig
General Manager, Planning and Development

Panel Report

The Development Permit Panel considered the following item at its meeting held on October 9, 2024.

DP 23-029476 – INTERFACE ARCHITECTURE INC. – 5800, 5840, 5860 GRANVILLE AVENUE
(October 9, 2024)

The Panel considered a Development Permit (DP) application to facilitate the construction of 18 townhouse units at 5800, 5840, 5860 Granville Avenue on a site zoned “Low Density Townhouses (RTL4)”. The application includes variances to reduce the minimum exterior side yard (north yard) from 6.0 m to 4.5 m and to permit an electrical closet projection of 0.6 m into the front yard (west yard).

The applicant and architect, Ken Chow, of Interface Architecture Inc., and the applicants landscape architect, Donald Duncan, of Donald V.S. Duncan Development Consultant Landscape Architect, provided a brief visual presentation highlighting:

- The proposed site layout and design of the townhouse buildings fit well with the existing surrounding housing context which predominantly consists of two-storey single-family dwellings.
- The proposed exterior cladding materials and colours for the townhouse buildings are consistent with the residential character of the proposed development.
- The adjacent single-detached dwellings to the east of the subject site have redevelopment potential for a townhouse development.
- The proposed vehicular entry to the subject site is from Granville Avenue to avoid traffic congestion on Ledway Road and is intended to provide shared access to the properties to the east should they redevelop in the future.
- The existing bus stop on Granville Avenue immediately adjacent to the property will be retained.
- A T-shaped central drive aisle is proposed in the subject site to allow for adequate manoeuvring space for vehicles, including fire and garbage trucks.
- The size of the proposed common outdoor amenity at the south-east corner of the site exceeds the minimum requirements.
- On-site resident parking is provided consistent with the City’s Zoning Bylaw and is provided within the garages of townhouse units and outdoor surface parking stalls.
- Two convertible units are proposed at the two-storey duplex buildings at the rear of the subject site.
- Existing trees that have been identified for retention include, among others, a group of on-site trees at the corner of Granville Avenue and Ledway Road, a cherry tree along Ledway Road, a tree adjacent to the subject site’s driveway entry off Granville Avenue, and some trees on the adjacent property to the south.
- The proposed frontage planting consists of different types of plant materials with a variety of textures and colours to provide visual interest to pedestrians passing by.

- The proposed interior planting includes small trees and shrubs, and shade tolerant groundcovers.
- The proposed common outdoor amenity includes a children's play area with a play structure that provides multiple play opportunities, an adult seating area, a mail kiosk and bicycle parking.
- Landscaping along the rear of the site includes small trees, significant lawn areas and evergreen hedges.
- A pedestrian pathway with entry trellis is proposed off Ledway Road.
- Permeable pavers are proposed on portions of the drive aisle, including at the driveway entrance, residents' and visitors' surface parking stalls, and the pedestrian entry off Ledway Road.

Staff noted that (i) the project is providing two convertible units, (ii) the proposed side yard variance was considered at the time of the rezoning application and the electrical closet projection is technical in nature and is supported by staff, and (iii) servicing and frontage works associated with the project were identified at the Rezoning Application review process and include storm sewer upgrades along Ledway Road, boulevard improvements along Granville Avenue and Ledway Road, and (iv) a Servicing Agreement is required prior to Building Permit issuance.

In reply to queries from the Panel, the applicant noted that (i) the proposed paving for the subject site includes standard asphalt and tan-coloured permeable pavers for the drive aisle, a slightly lighter tone for the permeable pavers at the pedestrian entries to the townhouse units, and broom finish concrete for the plaza area in the common outdoor amenity area, (ii) permeable paving materials are proposed for the townhouse units' pedestrian connections to the sidewalk along Granville Avenue to identify them as private walkways, (iii) the drive aisle at the entrance to the subject site off Granville Avenue will provide shared vehicle access to neighbouring properties to the east when they redevelop in the future, (iv) a number of existing trees on the site and on neighbouring properties will be retained and protected, (v) the group of trees at the corner of Granville Avenue and Ledway Road consist primarily of cedar and will be pruned as required to maintain safety sightlines for the intersection, (vi) the size of the proposed lawn area at the corner of Granville Avenue and Ledway Road would be impacted by ground spaces occupied by existing trees, and (vii) any potential drainage issues related to grading due to the retention of trees at the northwest corner would be addressed by the applicant.

As a result of the discussion on the retention of existing trees and its impact on grading at the northwest corner of the subject site, the Chair requested that should the application move forward, at Building Permit stage, the landscape architect should work with the project arborist to ensure that any potential drainage issues in that area would be managed.

With regard to the proposed children's play area located at the south-east corner of the subject site, it was clarified that (i) it is intended for the private use of residents of the proposed development, (ii) should the adjacent property to the east redevelop in the future, their children's play area could be located adjacent to the children's play area of the subject site, and (iii) the two future adjacent children's play areas could be potentially consolidated to create a larger children's play area for the shared use of the two developments subject to a future agreement between the future strata corporations of both developments.

The Panel expressed support for the project, noting the applicant's efforts to (i) retain the existing mature vegetation on the subject site and neighbouring properties, and (ii) maintain the grading along the perimeter of the site and the hedging on the adjacent properties.

The Panel recommends the Permit be issued.

Proposed Richmond Council Motion

Jerome Dickey October 14, 2025

Improving Democratic Engagement in Richmond

WHEREAS the 2022 Richmond municipal election recorded a voter turnout of only 24.4%, with 35,093 ballots cast, reflecting a concerning level of civic disengagement;

AND WHEREAS the International Institute for Democracy and Electoral Assistance identifies low voter turnout as a potential indicator of apathy, mistrust in political institutions, or a shift toward non-electoral forms of civic participation;

AND WHEREAS Richmond has a strong history of public advisory committees across key sectors, yet currently lacks a forum dedicated to strengthening democratic participation and civic trust;

THEREFORE BE IT RESOLVED THAT:

1. **Council direct staff to develop and conduct a comprehensive survey of Richmond residents** to assess the key factors contributing to voter turnout and civic participation in municipal affairs, with results to be presented to Council and made publicly available within 90 days;
2. **Council direct staff to initiate a Citizens' Assembly on Democratic Engagement** in Richmond within 90 days, composed of a diverse and representative group of residents selected through a civic lottery, to examine ways to strengthen civic trust, public input, and democratic participation with results to be presented to Council and made publicly available within 180 days;
3. **That staff consider partnership opportunities** with local academic institutions, community organizations, or democratic innovation organizations to support this work.

Improving Democratic Engagement in Richmond *(Low Voter Turnout)*

Jerome Dickey
Delegation to Richmond City Council
October 14, 2025



2022 Richmond Municipal Election

CNCL -259

↑ Voter turnout: 24.4%

↑ 35,093 ballots were cast out of a
population of around 230,000!



“Higher voter turnout is in most cases a sign of the vitality of democracy, while lower turnout is usually associated with voter apathy and mistrust of the political process.”

International Institute for
Democracy and Electoral
Assistance



Examples

→ 2003: British Columbia launched a citizens' assembly to propose replacing the province's existing first past the post (FPTP) system with BC-STV, a single transferable vote (STV) system

→ 2013: the City of Vancouver's had 48 members of the community in a citizens' assembly work together over 9 months to form the Grandview Woodland Community Plan

→ 2025: Langley City Council have a citizens' assembly on community safety completing this month after being launched in February.



A Citizens' Assembly is not another consultation — it's a democratic innovation that combines representation, learning, deliberation, and shared decision-making.

It gives residents the **time, information, and trust** to think together about the city's future — and gives Council richer insight than any poll or hearing could provide.





This is a moment for
leadership.

City Council has a key role in
turning the tide of low turnout.

Thank You!

Jerome Dickey

