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**City Council  
Electronic Meeting**

**Council Chambers, City Hall  
6911 No. 3 Road  
Monday, November 28, 2022  
7:00 p.m.**

Pg. #      ITEM

MINUTES

1. *Motion to:*

- CNCL-14      (1) *adopt the **minutes** of the Regular Council meeting held on November 14, 2022;*
- CNCL-26      (2) *adopt the **minutes** of the Special Council meeting held on November 21, 2022; and*
- CNCL-29      (3) *adopt the **minutes** of the Regular Council meeting for Public Hearings held on November 21, 2022.*



AGENDA ADDITIONS & DELETIONS

PRESENTATION

2022 Lulu Awards to Recognize Urban Excellence

COMMITTEE OF THE WHOLE

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

3. Delegations from the floor on Agenda items.

**PLEASE NOTE THAT FOR LEGAL REASONS, DELEGATIONS ARE NOT PERMITTED ON ZONING OR OCP AMENDMENT BYLAWS WHICH ARE TO BE ADOPTED OR ON DEVELOPMENT PERMITS/DEVELOPMENT VARIANCE PERMITS – ITEM NO. 17.**

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
- City Events Program 2023
- Appointment Of Council Member as Lulu Island Energy Company Council Liaison
- Land use applications for first reading (to be further considered at the Public Hearing on December 19, 2022):
  - 10851/10871 Bird Road – Rezone from Single Detached (RS1/E)” Zone to “Single Detached (RS2/B)” Zone (Rick Bowal – applicant)
- Application to 2022/23 BC Active Transportation Infrastructure Grant Program
- Translink 2023 Cost-Share Funding Applications – Transportation Capital Projects
- Award Of Contract 8074Q – On-Call Elevator Contractor

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- Award Of Contract 8077P – On-Call HVAC Service Provider
- Options For Snow Removal From Priority Pedestrian Corridors — Referral Response

5. *Motion to adopt Items No. 6 through No. 14 by general consent.*

6. COMMITTEE MINUTES

*That the minutes of:*

- CNCL-31 (1) *the **Community Safety Committee** meeting held on November 15, 2022;*
- CNCL-37 (2) *the **General Purposes Committee** meeting held on November 21, 2022;*
- CNCL-77 (3) *the **Planning Committee** meeting held on November 22, 2022; and*  
(4) *the Public Works and Transportation Committee meeting held on November 23, 2022; (distributed separately)*

*be received for information.*

7. CITY EVENTS PROGRAM 2023  
(File Ref. No. 11-7400-01/2022-Vol01) (REDMS No. 6993471 v.10)

CNCL-83

**See Page CNCL-83 for full report**

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That the City Events Program 2023 as outlined in Table 1 of the staff report titled “City Events Program 2023,” dated October 24, 2022, from the Director, Arts, Culture and Heritage Services be endorsed for the following events and initiatives:*
- (a) *Children’s Arts Festival;*
  - (b) *Richmond Cherry Blossom Festival;*
  - (c) *Neighbourhood Celebration Grants Program;*
  - (d) *Doors Open Richmond;*
  - (e) *Steveston Salmon Festival;*
  - (f) *Richmond Maritime Festival;*
  - (g) *Supporting food security through community-driven events; and*

Consent  
Agenda  
Item

Consent  
Agenda  
Item

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*(h) Visioning Process for a Signature Multicultural Festival.*

- (2) *That expenditures totalling \$775,000 for the City Events Program 2023 with funding of \$73,000 from funds available in the Major Events Provision and \$702,000 from the Rate Stabilization Account be considered in the 2023 budget process.*

Consent  
Agenda  
Item

8. **APPOINTMENT OF COUNCIL MEMBER AS LULU ISLAND ENERGY COMPANY COUNCIL LIAISON**

GENERAL PURPOSES COMMITTEE RECOMMENDATION

*That Councillor Michael Wolfe be appointed as the Council Liaison to the Lulu Island Energy Company.*

Consent  
Agenda  
Item

9. **APPLICATION BY RICK BOWAL FOR REZONING AT 10851/10871 BIRD ROAD FROM “SINGLE DETACHED (RS1/E)” ZONE TO “SINGLE DETACHED (RS2/B)” ZONE**

(File Ref. No. RZ 22-009258) (REDMS No. 7017339)

CNCL-98

**See Page CNCL-98 for full report**

PLANNING COMMITTEE RECOMMENDATION

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 10425, for the rezoning of 10851/10871 Bird Road from “Single Detached (RS1/E)” zone to “Single Detached (RS2/B)” zone, be introduced and given first reading.*

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Consent  
Agenda  
Item

10. **APPLICATION TO 2022/23 BC ACTIVE TRANSPORTATION INFRASTRUCTURE GRANT PROGRAM**  
(File Ref. No. 10-6500-01/2022-Vol 01) (REDMS No. 7018776 v. 6)

CNCL-119

**See Page CNCL-119 for full report**

PUBLIC WORKS AND TRANSPORTATION COMMITTEE  
RECOMMENDATION

- (1) *That the submission for cost-sharing to the 2022/23 BC Active Transportation Infrastructure Grant Program as described in the staff report titled “Application to 2022/23 BC Active Transportation Infrastructure Grant Program” dated October 31, 2022, from the Director, Transportation be endorsed;*
- (2) *That, should the above application be successful, the Chief Administrative Officer and the General Manager, Planning and Development, be authorized on behalf of the City to execute the funding agreement; and*
- (3) *That the Consolidated 5 Year Financial Plan (2023-2027) be amended accordingly.*



Consent  
Agenda  
Item

11. **TRANSLINK 2023 COST-SHARE FUNDING APPLICATIONS – TRANSPORTATION CAPITAL PROJECTS**  
(File Ref. No. 10-6460-01/2022-Vol 01) (REDMS No. 6999951 v. 18)

CNCL-124

**See Page CNCL-124 for full report**

PUBLIC WORKS AND TRANSPORTATION COMMITTEE  
RECOMMENDATION

*That as described in the report titled “TransLink 2023 Cost-Share Funding Applications” dated October 24, 2022 from the Director, Transportation:*

- (a) *the submission of road, pedestrian and bicycle improvement projects as part of the TransLink 2023 cost-share programs be endorsed and the information be considered in the 2023 Capital Budget process; and*
- (b) *the Chief Administrative Officer and General Manager, Planning and Development be authorized to execute the successful funding agreements.*



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Consent  
Agenda  
Item

12. **AWARD OF CONTRACT 8074Q – ON-CALL ELEVATOR CONTRACTOR**

(File Ref. No. 02-0775-50-8074/Vol 01) (REDMS No. 6990176 v.3)

CNCL-136

See Page CNCL-136 for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE  
RECOMMENDATION

- (1) *That Contract 8074Q – On-Call Elevator Contractor be awarded to West Coast Elevator Services Ltd., in the amount of \$408,000.00 for a three-year term as described in the report titled “Award of Contract 8074Q – On-Call Elevator Contractor”, dated October 19, 2022, from the Director, Facilities and Project Development;*
- (2) *That the Chief Administrative Officer and General Manager, Engineering and Public Works be authorized to extend the initial three-year term, up to the maximum total term of five years, for the maximum total amount of \$701,000.00 as described in the report titled “Award of Contract 8074Q – On-Call Elevator Contractor”, dated October 19, 2022, from the Director, Facilities and Project Development; and*
- (3) *That the Chief Administrative Officer and General Manager, Engineering and Public Works be authorized to execute the contract and all related documentation with West Coast Elevator Services Ltd.*



Consent  
Agenda  
Item

13. **AWARD OF CONTRACT 8077P – ON-CALL HVAC SERVICE PROVIDER**

(File Ref. No. 10-6000-01/2022-Vol 01) (REDMS No. 6975490 v. 3A)

CNCL-141

See Page CNCL-141 for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE  
RECOMMENDATION

- (1) *That Contract 8077P – On-Call HVAC Service Provider be awarded to three contractors, for an aggregate contract value of \$3,750,000.00 for a three-year term, to Entity Mechanical Ltd., Airon Heating and Air Conditioning Ltd. and Kern BSG Management Ltd. (formally Pacific Mechanical Ltd.) as described in the report titled “Award of Contract 8077P – On-Call HVAC Service Provider”, dated October 6, 2022, from the Director, Facilities and Project Development;*

- (2) *That the Chief Administrative Officer and General Manager, Engineering and Public Works be authorized to extend the initial three-year term, up to the maximum total term of five years, for the maximum total amount of \$6,250,000.00, as described in the report titled “Award of Contract 8077P – On-Call HVAC Service Provider”, dated October 6, 2022, from the Director, Facilities and Project Development; and*
- (3) *That the Chief Administrative Officer and General Manager, Engineering and Public Works be authorized to execute the contracts and all related documentation with Entity Mechanical Ltd., Airon Heating and Air Conditioning Ltd. and Kern BSG Management Ltd.*



Consent  
Agenda  
Item

14. **OPTIONS FOR SNOW REMOVAL FROM PRIORITY PEDESTRIAN CORRIDORS — REFERRAL RESPONSE**

(File Ref. No. 10-6060-01/2022-Vol 01) (REDMS No. 6905146 v. 12)

CNCL-146

See Page CNCL-146 for full report

**PUBLIC WORKS AND TRANSPORTATION COMMITTEE RECOMMENDATION**

*That, as outlined in the staff report titled “Options for Snow Removal from Priority Pedestrian Corridors — Referral Response”, dated October 20, 2022, from the Director, Public Works Operations:*

- (a) *The operational response practices relating to bus stops, wheelchair let downs and City facilities be endorsed; and.*
- (b) *Staff conduct pilot initiatives during the 2022/2023 winter season to undertake snow clearing from non-delineated bike routes and five kilometres of multi-use pathways along Railway Avenue and Alderbridge Way within 72 hours after the snowfall has ended for each snow event.*



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

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NON-CONSENT AGENDA ITEMS

PLANNING COMMITTEE

Councillor Bill McNulty, Chair

15. **REFERRAL RESPONSE ON LAND USES ALONG THE STEVESTON WATERFRONT AND PROPOSED AMENDMENTS TO THE STEVESTON AREA PLAN AND ZONING BYLAW**  
(File Ref. No. 08-4060-05-01/2022-Vol 01) (REDMS No. 6920288 v. 5)

CNCL-154

See Page CNCL-154 for full report

PLANNING COMMITTEE RECOMMENDATION

- (1) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 10394, which revises the “Steveston Commercial (CS2)” , “Light Industrial (IL)” and “Steveston Commercial and Pub (ZMU10)” zoning districts to not permit certain uses on a site specific basis at 3540, 3800, 3866, 3880, 3900 Bayview Street and 12551 No. 1 Road, be introduced and granted first reading;*
- (2) *That Richmond Official Community Plan Bylaw 7100, Amendment Bylaw 10392, to revise the permitted height of buildings to 9 m in the Steveston Village Riverfront area contained in Section 2.4 of the Official Community Plan (Steveston Area Plan), be introduced and granted first reading;*
- (3) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 10393, which revises the “Light Industrial (IL)” zoning district to implement a 9 m maximum permitted building height on a site-specific basis at 3540 and 3880 Bayview Street and 12551 No. 1 Road, be introduced and granted first reading;*
- (4) *That Richmond Official Community Plan Bylaw 7100, Amendment Bylaws 10371 and 10392, having been considered in conjunction with:*
  - (a) *the City’s Financial Plan and Capital Program; and*

- (b) *the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans, is hereby found to be consistent with said programs and plans, in accordance with Section 477(3) (a) of the Local Government Act; and*
- (5) *That Richmond Official Community Plan Bylaw 7100, Amendment Bylaws 10371 and 10392, having been considered in accordance with Section 475 of the Local Government Act and the City’s Official Community Plan Bylaw Preparation Consultation Policy 5043, is found not to require further consultation.*
- (4) *That Richmond Official Community Plan Bylaw 7100, Amendment Bylaws 10371 and 10392, having been considered in conjunction with:*
  - (a) *the City’s Financial Plan and Capital Program; and*
  - (b) *the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans, is hereby found to be consistent with said programs and plans, in accordance with Section 477(3) (a) of the Local Government Act; and*
- (5) *That Richmond Official Community Plan Bylaw 7100, Amendment Bylaws 10371 and 10392, having been considered in accordance with Section 475 of the Local Government Act and the City’s Official Community Plan Bylaw Preparation Consultation Policy 5043, is found not to require further consultation.*



The following staff recommendations were presented to the Planning Committee but was defeated with Cllrs. Au, Hobbs and Loo opposed.

- (1) *That Richmond Official Community Plan Bylaw 7100, Amendment Bylaw 10371, to revise the land use policies to no longer permit residential uses in the Steveston Village Riverfront area contained in Section 2.4 of the Official Community Plan (Steveston Area Plan), be introduced and granted first reading;*
- (2) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 10372, which revises the:*
  - (a) *“Steveston Commercial (CS2)” zoning district to not permit residential and related land uses on a site-specific basis at 3866 and 3900 Bayview Street;*
  - (b) *“Light Industrial (IL)” zoning district to not permit a residential security/operator unit on a site-specific basis at 3540 and 3880 Bayview Street and 12551 No. 1 Road; and*

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- (c) *“Steveston Commercial and Pub (ZMU10)” zoning district to remove residential and related land uses from the zone, be introduced and granted first reading.*

16. **APPLICATION BY RICK BOWAL FOR REZONING AT 8220 GILBERT ROAD FROM “SINGLE DETACHED (RS1/E)” ZONE TO “ARTERIAL ROAD TWO-UNIT DWELLINGS (RDA)”ZONE**  
(File Ref. No. RZ 21-926304) (REDMS No. 7020591)

CNCL-187

See Page CNCL-187 for full report

### PLANNING COMMITTEE RECOMMENDATION

Opposed: Cllr. Day

- (1) *That the following recommendation be forwarded to a Public Hearing:*
- (a) *That Single-Family Lot Size Policy 5442 for the area generally bounded by Mirabel Court, Blundell Road, Gilbert Road and Lucas Road, in a portion of Sections 19 and 20 Block 4 North Range 6 West, be amended to exclude 8220 Gilbert Road from the Policy, as shown in the proposed draft Single-Family Lot Size Policy 5442 (Attachment 5).*
- (2) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 10428, for the rezoning of 8220 Gilbert Road from the “Single Detached (RS1/E)” zone to the “Arterial Road Two-Unit Dwellings (RDA)” zone, be introduced and given first reading.*



### PUBLIC ANNOUNCEMENTS AND EVENTS

### NEW BUSINESS

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BYLAWS FOR ADOPTION

- CNCL-225      Consolidated Fees Bylaw No. 8636, Amendment **Bylaw No. 10358**  
Opposed at 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> Readings – None.
  
- CNCL-227      Sanitary Sewer Reserve Fund Establishment **Bylaw No. 10401**  
Opposed at 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> Readings – None.
  
- CNCL-229      Water Supply Reserve Fund Establishment **Bylaw No. 10402**  
Opposed at 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> Readings – None.
  
- CNCL-231      Floor Protection Reserve Fund Establishment **Bylaw No. 10403**  
Opposed at 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> Readings – None.
  
- CNCL-223      Alexandra District Energy Utility Bylaw No. 8641 Amendment  
**Bylaw No. 10410**  
Opposed at 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> Readings – None.
  
- CNCL-235      Oval Village District Energy Utility Bylaw No. 9134 Amendment  
**Bylaw No. 10411**  
Opposed at 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> Readings – None.
  
- CNCL-238      City Centre District Energy Utility Bylaw No. 9895 Amendment  
**Bylaw No. 10412**  
Opposed at 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> Readings – None.
  
- CNCL-244      Solid Waste and Recycling Reserve Fund Establishment **Bylaw No. 10417**  
Opposed at 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> Readings – None.

**Council Agenda – Monday, November 28, 2022**

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CNCL-246	Waterworks and Water Rates Bylaw No. 5637, Amendment <b>Bylaw No. 10419</b> Opposed at 1 <sup>st</sup> /2 <sup>nd</sup> /3 <sup>rd</sup> Readings – None.	<input type="checkbox"/>
CNCL-253	Solid Waste & Recycling Regulation Bylaw No. 6803, Amendment <b>Bylaw No. 10421</b> Opposed at 1 <sup>st</sup> /2 <sup>nd</sup> /3 <sup>rd</sup> Readings – None.	<input type="checkbox"/>
CNCL-258	Flood Protection <b>Bylaw No. 10426</b> Opposed at 1 <sup>st</sup> /2 <sup>nd</sup> /3 <sup>rd</sup> Readings – None.	<input type="checkbox"/>
CNCL-269	Sanitary Sewer <b>Bylaw No. 10427</b> Opposed at 1 <sup>st</sup> /2 <sup>nd</sup> /3 <sup>rd</sup> Readings – None.	<input type="checkbox"/>
CNCL-286	Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment <b>Bylaw No. 10431</b> Opposed at 1 <sup>st</sup> /2 <sup>nd</sup> /3 <sup>rd</sup> Readings – None.	<input type="checkbox"/>

**DEVELOPMENT PERMIT PANEL**

17. RECOMMENDATION

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

- CNCL- 291  
CNCL- 301
- (1) *That the **minutes** of the Development Permit Panel meeting held on November 16, 2022 and the **Chair's report** for the Development Permit Panel meetings held on October 20, 2022, be received for information; and*
  - (2) *That the recommendations of the Panel to authorize the approval of changes to the design of the proposed landscaping and to the Environmentally Sensitive Area compensation plan be considered to be in General Compliance with the approved Development Permit (DP 18-825006) for the properties at 2899 and 2888 Jow Street, be endorsed and the Permit so issued.*
-

PUBLIC DELEGATIONS ON NON-AGENDA ITEMS

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

**CNCL-304**

- (1) De Whalen to delegate on report completed by Union Gospel Mission (UGM) entitled "*One To Ten Minutes to Connect*," a Richmond Outreach Services Inventory which highlights the need for a coordinated access approach for street outreach and makes useful recommendations for action.

19. *Motion to rise and report.*

ADJOURNMENT



## Regular Council

Monday, November 14, 2022

Place: Council Chambers  
Richmond City Hall

Present: Mayor Malcolm D. Brodie  
Councillor Chak Au  
Councillor Carol Day  
Councillor Laura Gillanders  
Councillor Kash Heed  
Councillor Andy Hobbs  
Councillor Alexa Loo  
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

R22/19-1 1. It was moved and seconded

*That:*

- (1) *the minutes of the Regular Council meeting held on October 24, 2022, be adopted as circulated;*
- (2) *the minutes of the Inaugural Council meeting held on November 7, 2022, be adopted as circulated; and*
- (3) *the Metro Vancouver 'Board in Brief' dated October 28, 2022, be received for information.*

**CARRIED**



**Regular Council**  
**Monday, November 14, 2022**

**COMMITTEE OF THE WHOLE**

- R22/19-2 2. It was moved and seconded  
*That Council resolve into Committee of the Whole to hear delegations on agenda items (7:00 p.m.).*

**CARRIED**

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

- R22/19-3 4. It was moved and seconded  
*That Committee rise and report (7:01 p.m.).*

**CARRIED**

**CONSENT AGENDA**

- R22/19-4 5. It was moved and seconded  
*That Items No. 6 through No. 11 be adopted by general consent.*

**CARRIED**

6. **COMMITTEE MINUTES**

*That the minutes of:*

- (1) *the Finance Committee meeting held on November 8, 2022;*
- (2) *the General Purposes Committee meeting held on November 8, 2022;*  
*and*
- (3) *the Planning Committee meeting held on November 9, 2022,*  
*be received for information.*

**ADOPTED ON CONSENT**



**Regular Council**  
**Monday, November 14, 2022**

**7. COMMUNITY ENERGY & EMISSIONS PLAN 2050: LOCAL GOVERNMENT CLIMATE ACTION PROGRAM FUNDING ALLOCATION**

(File Ref. No. 10-6125-07-02; 03-1087-31-01) (REDMS No. 6947388)

*That, as described in the report titled “Community Energy & Emissions Plan 2050: Local Government Climate Action Program Funding Allocation”, from the Director, Sustainability & District Energy, dated October 24, 2022, two new Temporary Full Time staff positions and related annual program budget totaling \$566,000 funded by Provincial revenue, be considered for endorsement in the 2023 operating budget.*

**ADOPTED ON CONSENT**

**8. 2023 COUNCIL AND COMMITTEE MEETING SCHEDULE**

(File Ref. No. 01-0105-01/2022-Vol 01) (REDMS No. 7015682)

- (1) That the 2023 Council and Committee meeting schedule, as shown in Attachment 1 of the staff report dated October 21, 2022, from the Director, City Clerk's Office, be approved; and*
- (2) That the following revisions as detailed in the staff report titled “2023 Council and Committee Meeting Schedule” dated October 21, 2022, from the Director, City Clerk's Office, be approved:*
  - (a) That the Regular Council meetings (open and closed) of August 8 and August 21, 2023 be cancelled; and*
  - (b) That the August 14, 2023 Public Hearing be rescheduled to September 5, 2023 at 7:00pm in the Council Chambers at Richmond City Hall.*

**ADOPTED ON CONSENT**



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9. **ESTABLISHMENT OF NEW UTILITY RESERVE FUNDS**  
(File Ref. 12-8060-20-010401; 12-8060-20-010402; 12-8060-20-010403; 12-8060-20-010417)  
(REDMS No. 6923331, 6923280, 6923288, 6923293, 6996847)

*That the Flood Protection Reserve Fund Establishment Bylaw 10403, the Sanitary Sewer Reserve Fund Establishment Bylaw 10401, the Water Supply Reserve Fund Establishment Bylaw 10402 and the Solid Waste and Recycling Reserve Fund Establishment Bylaw 10417 be introduced and given first, second and third readings.*

**ADOPTED ON CONSENT**

10. **2023 DISTRICT ENERGY UTILITY RATES**  
(File Ref. No. 03-1070-03-02; 12-8060-20-010410; 12-8060-20-010411; 12-8060-20-010412) (REDMS No. 6952141, 6952646, 6952648, 6952649)

- (1) *That the Alexandra District Energy Utility Bylaw No. 8641, Amendment Bylaw No. 10410 be introduced and given first, second and third readings;*
- (2) *That the Oval Village District Energy Utility Bylaw No. 9134, Amendment Bylaw No. 10411 be introduced and given first, second and third readings; and*
- (3) *That the City Centre District Energy Utility Bylaw No. 9895, Amendment Bylaw No. 10412 be introduced and given first, second and third readings.*

**ADOPTED ON CONSENT**



**Regular Council**  
**Monday, November 14, 2022**

11. **APPLICATION BY CHOICE SCHOOL FOR GIFTED CHILDREN SOCIETY FOR REZONING AT 20411 & 20451 WESTMINSTER HIGHWAY FROM THE “AGRICULTURE (AG1)” AND “ASSEMBLY (ASY)” ZONES TO THE “AGRICULTURE AND EDUCATION (ZA5) – WESTMINSTER HIGHWAY (EAST RICHMOND)” ZONE**  
(File Ref. No. 12-8060-20-010418, RZ 21-944801) (REDMS No. 6971270, 6999090)

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 10418, to create the “Agriculture and Education (ZA5) – Westminster Highway (East Richmond)” zone, and to rezone 20411 & 20451 Westminster Highway from “Agriculture (AG1)” and “Assembly (ASY)” to “Agriculture and Education (ZA5) – Westminster Highway (East Richmond)”, be introduced and given first reading.*

**ADOPTED ON CONSENT**

12. **APPLICATION BY IBI GROUP FOR REZONING AT 3360, 3380 AND A PORTION OF 3440 SEXSMITH ROAD FROM “ASSEMBLY (ASY)”, “SINGLE DETACHED (RS1/F)”, AND “SCHOOL & INSTITUTIONAL USE (SI)” TO “RESIDENTIAL / LIMITED COMMERCIAL AND RELIGIOUS ASSEMBLY (ZMU51) – CAPSTAN VILLAGE (CITY CENTRE)”**  
(File Ref. No. 12-8060-20-010390; 12-8060-20-010389, RZ 18-836107) (REDMS No. 6970290, 6915687, 6970289)

Please see Page 6 for action on this item.

13. **APPLICATION BY LANDA OVAL DEVELOPMENT LTD. FOR REZONING AT 6851 AND 6871 ELMBRIDGE WAY FROM INDUSTRIAL BUSINESS PARK (IB1) TO HIGH DENSITY MIXED USE (ZMU52) - OVAL VILLAGE (CITY CENTRE)**  
(File Ref. No. 12-8060-20-010423, RZ 17-782750) (REDMS No. 7011932, 7022173, 7021156, 7010981, 7054150)

Please see Page 8 for action on this item.



Regular Council  
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CONSIDERATION OF MATTERS REMOVED FROM THE  
CONSENT AGENDA

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- 12. APPLICATION BY IBI GROUP FOR REZONING AT 3360, 3380 AND A PORTION OF 3440 SEXSMITH ROAD FROM “ASSEMBLY (ASY)”, “SINGLE DETACHED (RS1/F)”, AND “SCHOOL & INSTITUTIONAL USE (SI)” TO “RESIDENTIAL / LIMITED COMMERCIAL AND RELIGIOUS ASSEMBLY (ZMU51) – CAPSTAN VILLAGE (CITY CENTRE)”

(File Ref. No. RZ 18-836107) (REDMS No. 6970290)

R22/19-5

It was moved and seconded

- (1) *That Official Community Plan Bylaw 7100, Amendment Bylaw 10390, to amend Schedule 2.10 of Official Community Plan Bylaw 7100 (City Centre Area Plan), to repeal the existing “Institution” land use designation at 3360 Sexsmith Road, be introduced and given first reading;*
- (2) *That Bylaw 10390, having been considered in conjunction with:*
  - *the City’s Financial Plan and Capital Program; and*
  - *the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans,**is hereby found to be consistent with said program and plans, in accordance with Section 477(3)(a) of the Local Government Act;*
- (3) *That Bylaw 10390, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, is hereby found not to require further consultation; and*



**Regular Council  
Monday, November 14, 2022**

- (4) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 10389 to create the “Residential / Limited Commercial and Religious Assembly (ZMU51) – Capstan Village (City Centre)” zone, and to rezone 3360, 3380 and a portion of 3440 Sexsmith Road from “Assembly (ASY)”, “Single Detached (RS1/F)”, and “School & Institutional Use (SI)” to “Residential / Limited Commercial and Religious Assembly (ZMU51) – Capstan Village (City Centre)”, be introduced and given first reading.*

The question on the motion was not called as discussion ensued with respect to (i) retention and relocation of the Herrling residence, and (ii) the requirements for establishing designated (protected) heritage status. Staff noted the Herrling residence is not on the heritage registry for protection, however the home and the location does have heritage value.

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

It was moved and seconded

*That that the Herrling house not be demolished and that it be mandatory that the house must be moved, preferably to a location in Richmond.*

The question on the amendment motion was not called as further discussion ensued with respect to the feasibility of relocating the Herrling house and location considerations within Richmond. Staff noted there was a preliminary assessment of the home, however a condition report has not been done therefore the structural integrity and any upgrades to standards, etc., is unknown.

The question on the amendment motion was then called, and it was DEFEATED with Mayor Brodie and Cllrs. Heed, Hobbs, Loo and McNulty opposed.

A further amendment motion was then introduced:

R22/19-6

It was moved and seconded

*That, prior to Public Hearing, staff investigate with the applicant, the condition of the value of the Herrling residence and examine the potential for relocation in the city of Richmond.*

**CARRIED**



**Regular Council**  
**Monday, November 14, 2022**

The question on the motion, as amended, was then called and **CARRIED** with Cllrs. Day and Wolfe opposed.

13. **APPLICATION BY LANDA OVAL DEVELOPMENT LTD. FOR REZONING AT 6851 AND 6871 ELMBRIDGE WAY FROM INDUSTRIAL BUSINESS PARK (IB1) TO HIGH DENSITY MIXED USE (ZMU52) - OVAL VILLAGE (CITY CENTRE)**

(File Ref. No. RZ 17-782750) (REDMS No. 7011932)

R22/19-7

It was moved and seconded

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 10423 to create the “High Density Mixed Use (ZMU52) – Oval Village (City Centre)” zone, and to rezone 6851 and 6871 Elmbridge Way from “Industrial Business Park (IB1)” to “High Density Mixed Use (ZMU52) - Oval Village (City Centre)”, be introduced and given first reading.*

The question on the motion was not called as discussion ensued with respect to i) ratio of LEMR units percentage/size, (ii) egress and ingress off River Road and related improvements to the road network, and iii) community parking needs and the availability for additional parking at the Richmond Oval for events. Staff noted the parking stalls would be retained by the development with a legal requirement that the pay for parking does not exceed the pay for parking at the Richmond Oval.

The question on the motion was then called and **CARRIED** with Cllrs. Day and Wolfe opposed.

**NON-CONSENT AGENDA ITEMS**



**Regular Council**  
**Monday, November 14, 2022**

**LAW AND LEGISLATIVE SERVICES DIVISION**

14. **2022 GENERAL LOCAL AND SCHOOL ELECTION RESULTS**  
(File Ref. No. 12-8125-04 (REDMS No. 7020953, 7015063, 7018260, 7015086))

R22/19-8

It was moved and seconded

*That the Declaration of Official Results for the 2022 General Local and School Election, attached to the staff report dated October 19, 2022 from the Chief Election Officer, be received for information by Richmond City Council in accordance with the requirement of Section 158 of the Local Government Act.*

The question on the motion was not called as a brief discussion ensued regarding voter participation. It was requested that staff bring forward a report on the general observations of the 2022 election process.

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

**FINANCE COMMITTEE –**  
Mayor Malcolm D. Brodie, Chair

15. **2023 UTILITY BUDGETS AND RATES**  
(File Ref. No. 03-1070-03-02; 03-0970-01) (REDMS No. 6969692)

R22/19-9

It was moved and seconded

*That the 2023 utility budgets, as presented in Option 3 for Water (page 9), Option 3 for Sewer (page 16), Option 3 for Drainage and Diking (page 28), and Option 3 for Solid Waste and Recycling (page 30), as outlined in the staff report titled, “2023 Utility Budgets and Rates”, dated October 18, 2022, from the General Manager, Engineering and Public Works and the General Manager, Finance and Corporate Services, be approved as the basis for establishing the 2023 utility rates and included in the Consolidated 5 Year Financial Plan (2023-2027) Bylaw; and*

The question on the motion was not called as discussion ensued with respect to (i) Solid Waste and Recycling, (ii) Drainage and Diking reserves (critical for flood mitigation), and (iii) Metro Vancouver’s 2023 rate increases, as presented in their proposed 2023-2027 Financial Plan, as the primary drivers for the City’s 2023 utility rates for the majority of these services.



**Regular Council**  
**Monday, November 14, 2022**

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

**FINANCE AND CORPORATE SERVICES DIVISION**

16. **2023 UTILITY RATE BYLAWS AND AMENDMENT BYLAWS**  
(File Ref. No 12-8060-20-010419; 12-8060-20-010426; 12-8060-20-010427; 12-8060-20-010421; 12-8060-20-010358; 12-8060-20-010431) (REDMS No. 7000047, 7000033, 7018930, 7018932, 7015756, 6831286, 7028229)

R22/19-10

It was moved and seconded

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

- (a) *Waterworks and Water Rates Bylaw No. 5637, Amendment Bylaw No. 10419;*
- (b) *Flood Protection Bylaw No. 10426;*
- (c) *Sanitary Sewer Bylaw No. 10427;*
- (d) *Solid Waste & Recycling Regulation Bylaw No. 6803, Amendment Bylaw No. 10421;*
- (e) *Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10358; and*
- (f) *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 10431.*

**CARRIED**

**PUBLIC ANNOUNCEMENTS AND EVENTS**

Mayor Brodie announced the City has executed a 5-year agreement with the Britannia Shipyards National Historic Site Society for the operation of the Britannia Shipyards National Historic Site and Imperial Landing Docks.



**Regular Council**  
**Monday, November 14, 2022**

**BYLAWS FOR ADOPTION**

- R22/19-11 It was moved and seconded  
*That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10398 be adopted.*  
**CARRIED**
- R22/19-12 It was moved and seconded  
*That Richmond Zoning Bylaw 8500, Amendment Bylaw No. 9842 be adopted.*  
**CARRIED**
- R22/19-13 It was moved and seconded  
*That Richmond Development Permit, Development Variance Permit and Temporary Commercial and Industrial Use Development Permit Procedure Bylaw No. 7273, Amendment Bylaw No. 9843 be adopted.*  
**CARRIED**
- R22/19-14 It was moved and seconded  
*That Board of Variance Bylaw No. 9259, Amendment Bylaw No. 10080.*  
**CARRIED**
- R22/19-15 It was moved and seconded  
*That Development Application Fees Bylaw No. 8951, Amendment Bylaw No. 10083 be adopted.*  
**CARRIED**
- R22/19-16 It was moved and seconded  
*That Heritage Procedures Bylaw No. 8400, Amendment Bylaw No. 10236 be adopted.*  
**CARRIED**
- R22/19-17 It was moved and seconded  
*That Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 10173 be adopted.*  
**CARRIED**



**Regular Council  
Monday, November 14, 2022**

**DEVELOPMENT PERMIT PANEL**

- R22/19-18 17. It was moved and seconded
- (1) *That the minutes of the Development Permit Panel meetings held on October 20, 2022 and October 26, 2022, and the Chair's report for the Development Permit Panel meeting held on March 16, 2022, be received for information; and*
  - (2) *That the recommendations of the Panel to authorize the issuance of:*
    - (a) *Development Permit (DP 19-858783) for the properties at 8231 and 8251 Williams Road, be endorsed, and the Permits so issued.*

**CARRIED**

**ADJOURNMENT**

- R22/19-19 It was moved and seconded  
*That the meeting adjourn (8:51 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, November 14, 2022.

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Mayor (Malcolm D. Brodie)

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Corporate Officer (Claudia Jesson)



Special Council
Monday, November 21, 2022

Place: Council Chambers
Richmond City Hall

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

Corporate Officer – Claudia Jesson

Call to Order: Mayor Brodie called the meeting to order at 4:00 p.m.

RES NO. ITEM

COMMUNITY SAFETY DIVISION

1. 10411 SOUTHGATE ROAD - APPEAL OF ORDER TO COMPLY

(File Ref. No.: 12-8080-05) (REDMS No. 6984619, 6988294, 6988295, 6953891)

In reply to queries from Council, staff advised that this Order to Comply has been ongoing since spring of 2021, and the property owner has been provided with multiple warnings and extensions.

SP22/4-1

It was moved and seconded

That the appeal be denied and that the Order to Comply, issued for contraventions of Unsightly Premises Regulation Bylaw No. 7162 related to the property at 10411 Southgate Road, be confirmed.



Special Council  
Monday, November 21, 2022

RES NO. ITEM

The question on the motion was not called as in reply to further queries from Council, staff noted that (i) Liv n Well is no longer a valid business, (ii) 2 cars are in Ms. Withers' fathers name, 1 car in her name and 1 under the business Liv n Well, (iii) the pathway to compliance is to register all the vehicles in Ms. Withers' name and re-inflate the tires, (iv) a financial burden could be placed on Ms. Withers should the City proceed with bringing the property into compliance, (v) there has been no progress on the vehicle front, and staff have advised Ms. Withers that they can provide assistance with ICBC, and (vi) options for assistance can be provided to the property owners.

As a result, the following **amendment motion** was introduced:

SP22/4-2

It was moved and seconded

*That the Order to Comply not be implemented until on or after December 5, 2022.*

The question on the amendment motion was not called as another amendment motion was introduced:

SP22/4-3

It was moved and seconded

*That the Order to Comply not be implemented until on or after January 16, 2023.*

**DEFEATED**

Opposed: Mayor Brodie  
Cllrs. Day  
Heed  
Hobbs  
Wolfe

The question on resolution SP22/4-2 was then called and it was **CARRIED**.

The question on the main motion, as amended, which reads as follows:

- (1) *That the appeal be denied and that the Order to Comply, issued for contraventions of Unsightly Premises Regulation Bylaw No. 7162 related to the property at 10411 Southgate Road, be confirmed; and*



Special Council  
Monday, November 21, 2022

RES NO.    ITEM

(2) *That the Order to Comply not be implemented until on or after December 5, 2022.*

was then called and it was **CARRIED**.

**ADJOURNMENT**

SP22/4-4

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

**CARRIED**

Certified a true and correct copy of the Minutes of the Special meeting of the Council of the City of Richmond held on Monday, November 21, 2022.

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Mayor (Malcolm D. Brodie)

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Corporate Officer (Claudia Jesson)



**Regular Council meeting for Public Hearings  
Monday, November 21, 2022**

Place: Council Chambers  
Richmond City Hall

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

Evangel Biason, Acting Corporate Officer

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

- 1. RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 10415 (RZ 22-011049)**  
(Location: 10331/10333 Bird Road; Applicant: Iqbal Singh Bhullar)  
*Applicant's Comments:*  
The applicant was available to respond to queries.  
*Written Submissions:*  
None.  
*Submissions from the floor:*  
None.



Regular Council meeting for Public Hearings  
Monday, November 21, 2022

PH22/10-1

It was moved and seconded

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 10415 be given second and third readings.*

**CARRIED**

Opposed: Cllrs. Day  
Gillanders  
Wolfe

ADJOURNMENT

PH22/10-2

It was moved and seconded

*That the meeting adjourn (7:05 p.m.).*

**CARRIED**

Certified a true and correct copy of the Minutes of the Regular meeting for Public Hearings of the City of Richmond held on Monday, November 21, 2022.

\_\_\_\_\_  
Mayor (Malcolm D. Brodie)

\_\_\_\_\_  
Acting Corporate Officer (Evangel Biason)



## Community Safety Committee

Date: Tuesday, November 15, 2022

Place: Council Chambers  
Richmond City Hall

Present: Councillor Alexa Loo, Chair  
Councillor Andy Hobbs  
Councillor Laura Gillanders  
Councillor Kash Heed  
Councillor Bill McNulty

Also Present: Councillor Chak Au  
Councillor Carol Day  
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 Community Safety Committee held on October 12, 2022, be adopted.*

**CARRIED**

### NEXT COMMITTEE MEETING DATE

December 13, 2022, (tentative date) at 4:00 p.m. in Council Chambers

### AGENDA ADDITION

It was moved and seconded  
*That Peace Officers Referral be added to the agenda as Item No. 6.1 and Public Safety Officers Referral be added to the agenda as Item No. 6.2.*

**CARRIED**

1.

**Community Safety Committee**  
**Tuesday, November 15, 2022**

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1. **ANIMAL PROTECTION SERVICES MONTHLY ACTIVITY REPORT – SEPTEMBER 2022**

(File Ref. No. 09-5375-09) (REDMS No. 6991170)

It was moved and seconded

*That the staff report titled “Animal Protection Services Monthly Activity Report – September 2022”, dated October 14, 2022, from the General Manager, Community Safety, be received for information.*

**CARRIED**

2. **PROPERTY USE AND PARKING ENFORCEMENT MONTHLY ACTIVITY REPORT – SEPTEMBER 2022**

(File Ref. No. 12-8060-00) (REDMS No. 7003498)

Mark Corrado, Director, Community Bylaws and Licencing, introduced Ken Eng as the new Manager, Community Bylaw Operations. He advised that Mr. Eng will be overseeing property use and parking enforcement.

In response to queries from Committee, staff noted that (i) the response model established is to prioritize and investigate calls regarding short term rentals as quick as possible, (ii) third party tech companies are being engaged to conduct scrubs and differentiate between legitimate accounts and frauds, (iii) the current increase in rentals is due to the relaxation in travel restrictions, and (iv) the 500m radius is applied to B&B short term rentals only.

In reply to further queries from Committee, staff advised that (i) in relation to grease related issues education is the primary action and it has been very successful, (ii) the large number of calls for unsightly premise is regarding issues of vegetation overgrowth and debris, (iii) one specific property has been a repeat offender and will likely escalate to prosecution stages, (iv) the three properties with a stop work order is related to fills without a permit, and a memo with additional information will be provided, (v) the City’s website has bulletin with regards to soil deposit applications, (vi) although there are bylaw officers that patrol during the weekend, complaints received outside of certain hours would be directed to the RCMP, and (vii) business licence data is available online.

It was moved and seconded

*That the staff report titled “Property Use and Parking Enforcement Monthly Activity Report - September 2022”, dated October 24, 2022, from the Director, Community Bylaws & Licencing, be received for information.*

**CARRIED**

**Community Safety Committee**  
**Tuesday, November 15, 2022**

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3. **RICHMOND FIRE-RESCUE MONTHLY ACTIVITY REPORT – SEPTEMBER 2022**

(File Ref. No. 09-5375-03) (REDMS No. 7002333)

In reply to queries from Committee, Fire Chief Jim Wishlove, Richmond Fire-Rescue (RFR), advised that (i) during the pandemic, first responder calls were reduced for RFR to limit Covid-19 exposure to firefighters, (ii) as the pandemic has receded, RFR is exploring with BC Health Services ways to dispatch crews to calls, (iii) rarely have crews experienced excessive wait times for ambulances, (iv) he serves on numerous regional committees and is aware of potential changes to BC Ambulance and Licencing for RFR, (v) Richmond is one of five municipalities participating in the National Inclusive Resiliency Grant program, (vi) Emergency Programs connects with community groups to help prepare resiliency hubs, (vii) the Preparedness Party in a Box program will be a made-in Richmond program, (viii) the use of sirens allows crews to safely exceed the speed limit and notify other motorists they are coming, (ix) new apparatus has updated technology with regard to siren noise, (x) complaints can be sent to [rfr@richmond.ca](mailto:rfr@richmond.ca), and (xi) as first responders fire crew are not always privy to final outcomes of situations, however naloxone use can be included in future monthly reports.

It was moved and seconded

*That the staff report titled “Richmond Fire-Rescue Monthly Activity Report – September 2022”, dated October 12, 2022, from the Fire Chief, be received for information.*

**CARRIED**

4. **FIRE CHIEF BRIEFING**

(Verbal Report)

None.

5. **RCMP MONTHLY ACTIVITY REPORT - SEPTEMBER 2022**

(File Ref. No. 09-5000-01) (REDMS No. 6988595)

In response to queries from Committee, Chief Superintendent Dave Chauhan, Officer in Charge, Richmond RCMP, advised that (i) specific crime statistics are not kept in relation to warming centres, however staff can examine the statistics, (ii) using the COMPSTAT program officers examine the statistics of high risk areas and formulate responses geared to those areas and activities, (iii) the statistics can be broken down to isolate vehicles without insurance, and (iv) statistics for repeat calls for mental health related issues can be provided.

3.

**Community Safety Committee**  
**Tuesday, November 15, 2022**

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It was moved and seconded

*That the staff report titled “RCMP Monthly Activity Report - September 2022”, dated October 14, 2022, from the Officer in Charge, Richmond RCMP Detachment, be received for information.*

**CARRIED**

6. **RCMP/OIC BRIEFING**

(Verbal Report)

*(i) Halloween*

Chief Chauhan highlighted that Halloween fireworks displays were authorized in Burkeville and Minoru Park, and the RCMP had a robust operation plan in place, however no firework incidents were reported. He then advised that there was one incident where a 13 year old child unknowingly ingested candy containing THC, and a media advisory was issued to contact the RCMP for any other incidents, however no further incidents were reported.

*(ii) Constable Shaelyn Yang Funeral Update*

Chief Chauhan advised that Constable Shaelyn Yang’s regimental ceremony was held on November 2, 2022 at the Richmond Olympic Oval. He noted that it was well attended by police officers across Canada and the USA, as well as all levels of government officials.

*(iii) Remembrance Day Ceremony*

Chief Chauhan highlighted that the Remembrance Day Ceremony was a success with tremendous response from volunteers, organizers, uniformed partners, veterans, members of the community and city staff.

*(iv) Toy Drive*

Chief Chauhan highlighted that the Richmond RCMP will be hosting their 8<sup>th</sup> Annual Toy Drive at Lansdowne Mall on November 19<sup>th</sup> in support of the Richmond Christmas Fund. Chief Chauhan also advised that he has volunteered for the dunk tank to take the plunge to raise money.

In reply to queries from Committee regarding the report “A Rapid Investigation into Repeat Offending and Random Stranger Violence in British Columbia”, Chief Chauhan noted that (i) the Richmond Detachment’s investigative services has a robust prolific offender program and priority offender program, (ii) both programs are reviewed on a 6 week basis, and (iii) he will be reviewing the report and examining changes that may need to be made.

**Community Safety Committee**  
**Tuesday, November 15, 2022**

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6.1. **PEACE OFFICER REFERRAL**

(File Ref. No.)

Discussion took place on transition bylaw officers to peace officer status and have a more protective services approach in Richmond.

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

It was moved and seconded

*That staff examine and report back on the feasibility and implications of transitioning bylaw enforcement officers to peace officer status, including outlining the difference between bylaw enforcement and peace officers duties.*

**CARRIED**

6.2. **PUBLIC SAFETY OFFICER REFERRAL**

(File Ref. No.)

Discussion took place on Community Police Stations and feasibility of implementing a protective services approach including Fire Rescue, Bylaws, Emergency Programs and Police Officers.

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

It was moved and seconded

*That staff review the protective services approach and its potential application to the City's Community Police Offices (CPO), using the development funded Hamilton CPO currently under development as a pilot, including examining cost implications and report back. The learnings from Hamilton could be used to guide future application in South Arm and Steveston.*

**CARRIED**

7. **MANAGER'S REPORT**

None.

**ADJOURNMENT**

It was moved and seconded

*That the meeting adjourn (5:00 p.m.).*

**CARRIED**

**Community Safety Committee**  
**Tuesday, November 15, 2022**

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Certified a true and correct copy of the Minutes of the meeting of the Community Safety Committee of the Council of the City of Richmond held on Tuesday, November 15, 2022.

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Councillor Alexa Loo  
Chair

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Sarah Goddard  
Legislative Services Associate



## General Purposes Committee

Date: Monday, November 21, 2022

Place: Council Chambers  
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair  
Councillor Chak Au  
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 4:23 p.m.

### MINUTES

It was moved and seconded

*That the minutes of the meeting of the General Purposes Committee held on November 8, 2022, be adopted as circulated.*

**CARRIED**

### DELEGATION

1. Judy Dobrowolski, Manager, Capital Projects Communications, BC Hydro, and Antigone Dixon-Warren, Manager, Capital Projects, BC Hydro, with the aid of a presentation (Copy on file) provided the following information:
  - the purpose of the project is to relocate a section of power line which currently runs in the existing George Massey tunnel between Richmond and Delta;

## General Purposes Committee

### Monday, November 21, 2022

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- there are 3 alternatives for relocation of the transmission line: overhead line, underground line in the proposed immersed tunnel, or separate underground line;
- there are 3 phases and currently they are in the conceptual phase; and
- technical studies of the alternatives are being done and first nations engagement is currently underway.

Committee expressed that Richmond is strongly against overhead transmission lines and prefer the lines to be underground.

In response to queries from Committee, BC Hydro staff advised that (i) many factors, such as safety, environmental impacts, reliability, cost, and maintenance, are considered, (ii) information will be shared as it becomes available, (iii) all projects are regulated through the BC Utilities Commission, (iv) the projects are paid by the ratepayers of BC and they need to show they are getting the best value, (v) overhead lines have a longer life expectancy and easier to repair than underground lines, and (vi) there have not been any major incidents with the current lines in the tunnel, but there could be potential shutdown of the tunnel for repairs with the proposed new underground lines.

Discussion took place on expressing the City of Richmond's strong preference for underground line options. Mayor Brodie referenced a joint letter from Richmond and Delta that was recently sent to the Premier of BC and the Minister of Transportation and Infrastructure expressing strong preference for an underground option for the transmission lines.

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

It was moved and seconded

*That BC Hydro be advised that the strong preference of the City of Richmond on the George Massey Tunnel transmission relocation project is to have the transmission lines underground.*

**CARRIED**

## COMMUNITY SERVICES DIVISION

### 2. CITY EVENTS PROGRAM 2023

(File Ref. No. 11-7400-01/2022-Vol01) (REDMS No. 6993471 v.10)

It was moved and seconded

2.

**General Purposes Committee**  
**Monday, November 21, 2022**

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- (1) *That the City Events Program 2023 as outlined in Table 1 of the staff report titled “City Events Program 2023,” dated October 24, 2022, from the Director, Arts, Culture and Heritage Services be endorsed for the following events and initiatives:*
- (a) *Children’s Arts Festival;*
  - (b) *Richmond Cherry Blossom Festival;*
  - (c) *Neighbourhood Celebration Grants Program;*
  - (d) *Doors Open Richmond;*
  - (e) *Steveston Salmon Festival;*
  - (f) *Richmond Maritime Festival;*
  - (g) *Supporting food security through community-driven events; and*
  - (h) *Visioning Process for a Signature Multicultural Festival.*
- (2) *That expenditures totalling \$775,000 for the City Events Program 2023 with funding of \$73,000 from funds available in the Major Events Provision and \$702,000 from the Rate Stabilization Account be considered in the 2023 budget process.*

The question on the motion was not called as in reply to queries from Committee, staff noted that (i) the proposal for the visioning process would tie into the engagement process and some small pop up events with themes that reflect ideas around multicultural events, (ii) police and fire-rescue will be at the events but ready for deployment for emergencies, therefore there are no additional costs, and (iii) next year the sponsorships are anticipated to be at a community level.

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

**MAYOR MALCOLM BRODIE**

**3. APPOINTMENT OF COUNCIL MEMBER AS LULU ISLAND ENERGY COMPANY COUNCIL LIAISON**

It was moved and seconded

*That Councillor Michael Wolfe be appointed as the Council Liaison to the Lulu Island Energy Company.*

**CARRIED**

3.

## COUNCILLOR MICHAEL WOLFE

### 4. **TRUTH AND RECONCILIATION POLICY**

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

Discussion took place on (i) colonist practices, (ii) Indigenous education, and (iii) supporting the truth and reconciliation movement.

Alisa Magnan and Katherine Myers, Richmond School Teachers, noted that:

- this policy is especially important after a recent act of vandalism at the school;
- to combat ignorance, the community must be educated;
- the City of Richmond did not provide sufficient opportunity for education on September 30<sup>th</sup>;
- City staff and Council should have mandatory training in Indigenous Cultural Competency;
- public education is important;
- a ceremony every year on National Day for Truth and Reconciliation is a step in the right direction;
- the city's policy should include a meeting with Musqueam leadership at least twice a year; and
- a petition (attached to and forming part of these Minutes as Schedule 1) was signed requesting that City Council adopt a Truth and Reconciliation Policy.

Mark Lee, Richmond resident, provided information and overview of activities undertaken by Richmond after the release of the Truth and Reconciliation report in 2015. He highlighted actions taken by other municipalities and was of the opinion that Richmond is behind in taking action. Mr. Lee urged Committee to provide the community with timelines and updates on progress.

**General Purposes Committee**  
**Monday, November 21, 2022**

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It was moved and seconded

*In conducting the analysis mentioned in the referral resolution of Council made on June 26, 2021, staff be specifically directed to address the implications of a Truth and Reconciliation Policy which may include the following suggestions:*

- *regular meetings with the Musqueam Council (at least semi-annually, as requested by Musqueam Councillor Howard Grant at the June 14th, 2021, City Council meeting)*
- *mandatory staff and City Council training on issues of Indigenous-specific racism and decolonization (e.g., Hummingbird Rising Consulting, Kairos Blanket Exercise)*
- *a plan to implement the Truth and Reconciliation Commission of Canada: Calls to Action, that are relevant to municipalities (#s 17, 23, 40, 43, 47, 55, 57, 64, 75, 76, 77, 82, 87, 88, 91, and 92)*
- *a plan to implement the articles of the United Nations Declaration on the Rights of Indigenous Peoples, that are relevant to municipalities (articles 11, 14, 15, and 19)*
- *honouring culturally significant sites through public identification of historical middens and archaeological sites, in consultation with the Musqueam*
- *offering annual community events in recognition of the National Day for Truth and Reconciliation*
- *including Indigenous history on the City of Richmond's "History of Richmond" webpage*
- *appoint a committee or task force or a person in charge of addressing Indigenous issues (e.g., Indigenous Relations Manager).*

The question on the referral motion was not called as Committee requested that a survey of what other organizations and agencies, including the Richmond School Board, are doing with regard to Truth and Reconciliation be included in the report back.

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

## ADJOURNMENT

It was moved and seconded

*That the meeting adjourn (5:23 p.m.).*

**CARRIED**

5.

**General Purposes Committee**  
**Monday, November 21, 2022**

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Certified a true and correct copy of the Minutes of the meeting of the General Purposes Committee of the Council of the City of Richmond held on Monday, November 21, 2022.

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Mayor Malcolm D. Brodie  
Chair

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Sarah Goddard  
Legislative Services Associate

## Petition to Richmond City Council: Adopt a Truth and Reconciliation Policy

This petition will be presented to the mayor and city councillors of Richmond, British Columbia in November, 2022. Signing this petition will demonstrate the importance of Truth and Reconciliation in Richmond to our City Council.

In contrast to our neighbouring municipalities, there has been very little action towards Truth and Reconciliation by the city of Richmond. The last 200 years of colonialism in Canada have caused significant harm to Indigenous Peoples and it is up to all Canadians to do our part to make it better. Indigenous people, particularly the Musqueam, are part of our city and our history and we need to honour them.

We call upon the City of Richmond to create, adopt, and publish a Truth and Reconciliation policy, such as the Reconciliation Framework adopted in Vancouver in 2014\*, that includes, but is not limited to the following:

-implementing the Truth and Reconciliation Calls to Action that are relevant to municipalities (<https://www.ubcm.ca/policy-areas/reconciliation-relationships>)

-adopting the United Nations Declaration on the Rights of Indigenous Peoples as the city's framework for reconciliation (<https://www2.gov.bc.ca/gov/content/governments/indigenous-people/new-relationship/united-nations-declaration-on-the-rights-of-indigenous-peoples>)

-honouring Indigenous cultural significance by publicly identifying historical sites (eg. Garry Point, midden near Spul'u'kwuks Elementary School)

-including Indigenous history on the city of Richmond's History of Richmond webpage (<https://www.richmond.ca/discover/about/history.htm>)

-leading an annual event in recognition of the National Day for Truth and Reconciliation and raising an orange flag at city hall to honour the children whose lives were lost

-including a land acknowledgement on the city website and before council meetings

-providing opportunities for residents and visitors to learn about the First Peoples of Richmond throughout our community (signage in hənq̓əmiḥəm, informational plaques at historic sites, inviting presenters and speakers from Musqueam to be a part of city celebrations and observances, etc.)

-participating in and providing educational opportunities to city staff and Richmond residents, such as the Kairos Blanket Exercise, to understand the harmful effects of Canada's colonial history (<https://www.kairosblanketexercise.org>)

-including Indigenous stakeholders in decision-making

\*For reference, Vancouver's Reconciliation Policy can be found at <https://vancouver.ca/people-programs/reconciliation-policy.aspx>

Thank you for signing this petition!

Alisa Magnan and Katherine Myers, Richmond Councilors

**Schedule 1 to the Minutes of the General  
Purposes Committee meeting of  
Richmond City Council held on  
Monday, November 21, 2022.**

Petition to Richmond City Council: Adopt a Truth and Reconciliation Policy

<b>Name</b>	<b>City</b>	<b>Province</b>	<b>Postal Code</b>	<b>Country</b>	<b>Signed On</b>
<b>Alisa Magnan</b>	Richmond			Canada	2022-10-21
<b>Aviva Magnan</b>	Richmond		V6X	Canada	2022-10-21
<b>Katherine Myers</b>	Richmond		V7C	Canada	2022-10-21
<b>Wendy Swain</b>	Richmond		V7A	Canada	2022-10-21
<b>Nicole Leclerc</b>	Richmond		V6X	Canada	2022-10-21
<b>Sandip Rakhra</b>	Burnaby		V5H	Canada	2022-10-21
<b>Marc Magnan</b>	Richmond		V7e5e6	Canada	2022-10-21
<b>Julie Shannon</b>	Surrey		V3W	Canada	2022-10-21
<b>Violet Ridley</b>	Richmond		V6X	Canada	2022-10-21
<b>Chad West</b>	Vancouver		V6B	Canada	2022-10-21
<b>Sophie Mesotopitis</b>	Richmond		V7E2k3	Canada	2022-10-21
<b>Ora Frenkel</b>	Richmond		V7C	Canada	2022-10-21
<b>Bernice Lau</b>	Richmond		V6Y	Canada	2022-10-21
<b>Carla Rubin</b>	Richmond		V6X	Canada	2022-10-21
<b>Tannis Tapley</b>	Delta		V4E1V1	Canada	2022-10-21
<b>chris shannon</b>	Surrey		V3W	Canada	2022-10-21
<b>Orly Irmin</b>	Richmond		V6Y	Canada	2022-10-21
<b>sheena chyen</b>	Richmond		V6Y	Canada	2022-10-21
<b>Isabel Chan</b>	Richmond		V7E 6B4	Canada	2022-10-21
<b>Nora Stogan</b>	Vancouver		V6N	Canada	2022-10-21
<b>Chaslynn Gillanders</b>	Vancouver		V6B	Canada	2022-10-21
<b>mark klarenbach</b>	Edmonton		T6H 5G5	Canada	2022-10-21
<b>Kerong Lin</b>	Vancouver		V6N	Canada	2022-10-21
<b>Jennifer Bourque</b>	Richmond		V7c1j6	Canada	2022-10-21
<b>Esther Stewart</b>	Richmond		V7C1P2	Canada	2022-10-21
<b>Karina Reid</b>	Vancouver		V5R	Canada	2022-10-21
<b>June Kaiser</b>	Richmond		V6X	Canada	2022-10-21
<b>Heather Larson</b>	Richmond		V7E	Canada	2022-10-21
<b>Jenna Miles</b>	Dartmouth		B2V 2K2	Canada	2022-10-21
<b>Keefer Pelech</b>	Richmond		V7A2Y6	Canada	2022-10-21
<b>Stephanie Smith</b>	Richmond		V6X	Canada	2022-10-21

Petition to Richmond City Council: Adopt a Truth and Reconciliation Policy

<b>Name</b>	<b>City</b>	<b>Province</b>	<b>Postal Code</b>	<b>Country</b>	<b>Signed On</b>
<b>Ming Lee</b>	Richmond		V7A4E1	Canada	2022-10-21
<b>R Kawamoto</b>				Canada	2022-10-21
<b>Tracy Humphreys</b>	Victoria		V8S1H9	Canada	2022-10-21
<b>Colleen Glynn</b>	Richmond		V6X	Canada	2022-10-21
<b>Steven LaRocca</b>	Richmond		V7E6N6	Canada	2022-10-21
<b>Michael Burke</b>	Vancouver		V5S	Canada	2022-10-21
<b>David Yang</b>	Richmond		V6Y	Canada	2022-10-21
<b>Sara Faratim</b>	Surrey		V3R	Canada	2022-10-21
<b>Alex Sagert</b>	Richmond		V7E	Canada	2022-10-21
<b>Patrick Fisher</b>	Richmond		V7E1H9	Canada	2022-10-21
<b>Barbara Nider</b>	Richmond		V6X	Canada	2022-10-22
<b>Heather Fitzgerald</b>	Richmond		V6X	Canada	2022-10-22
<b>Edward Mulderrig</b>	Richmond		V7C1P2	Canada	2022-10-22
<b>Elena Felgar</b>	Richmond		V7E	Canada	2022-10-22
<b>Mona Mendel</b>	Richmond		V6Y	Canada	2022-10-22
<b>Lenore Black</b>	Markham		L3R	Canada	2022-10-22
<b>Lucy Luo</b>	Vancouver		V6K	Canada	2022-10-22
<b>Allison Buss</b>	Vancouver		V5T	Canada	2022-10-22
<b>Deborah Green</b>	Richmond		V6X 3G2	Canada	2022-10-22
<b>Meena Sandhu</b>	Richmond		V6X	Canada	2022-10-22
<b>Kamai Tsang</b>	Vancouver		V5V	Canada	2022-10-22
<b>Sandy Birch</b>	Vancouver		V6A 2B8	Canada	2022-10-22
<b>Natalie Ingham</b>	Richmond		V7E	Canada	2022-10-22
<b>Krystle Eng</b>	Vancouver		V5Z 2Y2	Canada	2022-10-22
<b>Wendy Tsui</b>	Surrey		V3W	Canada	2022-10-22
<b>VICTORIA GAVRILOVA</b>	Richmond		V6Y	Canada	2022-10-22
<b>Daniel Farrugia</b>	Richmond		V6X	Canada	2022-10-22
<b>Sara Shams</b>	Toronto		M5J	Canada	2022-10-22
<b>Kevin Nider</b>	Richmond		V7E	Canada	2022-10-22
<b>Alli Ridley</b>	Vancouver		V6B	Canada	2022-10-22
<b>yalda mahboubi</b>	vancouver		v6j 1h9	Canada	2022-10-22

Petition to Richmond City Council: Adopt a Truth and Reconciliation Policy

<b>Name</b>	<b>City</b>	<b>Province</b>	<b>Postal Code</b>	<b>Country</b>	<b>Signed On</b>
<b>Karrie Beauchamp</b>	Vancouver		V5X	Canada	2022-10-22
<b>Joanna Karaplis</b>	Richmond		V7C	Canada	2022-10-22
<b>Shoshana Ben david</b>	Richmond		V7A	Canada	2022-10-22
<b>Krista Smith</b>	Airdrie		T4B 2L2	Canada	2022-10-22
<b>Tess Wood</b>	Richmond		V6X	Canada	2022-10-22
<b>Esther Khor</b>	Vancouver		v5P	Canada	2022-10-22
<b>Noel Leclerc</b>	Richmond		V7A	Canada	2022-10-22
<b>Sabine yep</b>	Richmond		V7E	Canada	2022-10-22
<b>Ann Elise Trott</b>	Richmond		V7E	Canada	2022-10-22
<b>Michelle Trigardi Knox</b>	Surrey		V3W	Canada	2022-10-22
<b>Phoebe Jones</b>	Richmond		V7E	Canada	2022-10-22
<b>Soroush Khazraei</b>	Edmonton		T6E4G7	Canada	2022-10-22
<b>Kathy Breen</b>	Richmond		V7C	Canada	2022-10-22
<b>Mojdeh Hashemi</b>	Calgary		T2K 0H7	Canada	2022-10-22
<b>Laurie David</b>	Vancouver		V6B	Canada	2022-10-23
<b>Neda Faezi</b>	Toronto		M4V	Canada	2022-10-23
<b>Revi Arad</b>	Richmond		V7E	Canada	2022-10-23
<b>Corey Leclerc</b>	Winnipeg		R3G	Canada	2022-10-23
<b>Judy Ho</b>	Richmond		V6X	Canada	2022-10-23
<b>Danielle Robertson</b>	Richmond		V7A	Canada	2022-10-23
<b>Denis De Jong</b>	Ottawa		K2R 1E2	Canada	2022-10-23
<b>roger moore</b>	Surrey		V3S	Canada	2022-10-23
<b>Ahmad Khoshkholgh</b>	Toronto		M4P	Canada	2022-10-23
<b>Sebastian Lora</b>	Richmond		V7E 5B6	Canada	2022-10-23
<b>Aida Modiri</b>	Toronto		M5A	Canada	2022-10-23
<b>Rob Raymond</b>	Holden AB		T0B - 2CO	Canada	2022-10-23
<b>Manik Gupta</b>	Quesnel		V2J	Canada	2022-10-23
<b>Cam Kin</b>	North York		M2K	Canada	2022-10-23
<b>Liz Huhn</b>	Richmond		V7A4P9	Canada	2022-10-23
<b>Yasmin Alkalay</b>	Richmond		V6X	Canada	2022-10-23
<b>Marie-Claude Baird</b>	Ottawa		K1G5C6	Canada	2022-10-23

Petition to Richmond City Council: Adopt a Truth and Reconciliation Policy

<b>Name</b>	<b>City</b>	<b>Province</b>	<b>Postal Code</b>	<b>Country</b>	<b>Signed On</b>
<b>Elaheh mahjoob</b>	North Vancouver		V7N	Canada	2022-10-23
<b>Theresa Kim</b>	Hamilton		L8E	Canada	2022-10-23
<b>Elliot Smith</b>	Cold place		V6H	Canada	2022-10-23
<b>clement munusami</b>	Brampton		L6P	Canada	2022-10-23
<b>Susan Leilleyoun</b>	Richmond Hill		L4C	Canada	2022-10-23
<b>Craig Nider</b>	Vancouver		V5N	Canada	2022-10-23
<b>Michael Makarian</b>	Burnaby		V5A	Canada	2022-10-23
<b>Richelle Walliser</b>	Richmond		V6Y	Canada	2022-10-23
<b>Michelle Li</b>	Richmond		V7E	Canada	2022-10-23
<b>Minoo Javadi</b>	Vancouver		V6H	Canada	2022-10-23
<b>Jessica Lind</b>	Richmond		V6X	Canada	2022-10-23
<b>Lindsey Phillips</b>	Richmond		V7E6J7	Canada	2022-10-23
<b>Amanda Sinclair</b>	Richmond		V7C	Canada	2022-10-23
<b>Kathleen Dwernychuk</b>	Richmond		V7E1K5	Canada	2022-10-23
<b>Lyndsay Scott</b>	Richmond		V6e6j7	Canada	2022-10-23
<b>Amanda Milne</b>	Richmond		V6Y	Canada	2022-10-23
<b>Neela Wickberg</b>	Richmond		V7E	Canada	2022-10-23
<b>Doanh MacDonald</b>	Vancouver		V5P	Canada	2022-10-23
<b>Chris Dinnell</b>	Richmond		V6Y	Canada	2022-10-23
<b>Yoriko Oki</b>	Richmond		V6V 2T3	Canada	2022-10-23
<b>Tricia Azzopardi</b>	Bowmanville		L1C4Z2	Canada	2022-10-23
<b>Shawn Halperin</b>	Richmond		V7C5H8	Canada	2022-10-23
<b>Janet Ragetli</b>	Richmond		V7C	Canada	2022-10-24
<b>Janet Halperin</b>	Richmond		V7C	Canada	2022-10-24
<b>Raymond Valadkhani</b>	Toronto		M3A	Canada	2022-10-24
<b>Aaiez Syed</b>	Etobicoke		M9R	Canada	2022-10-24
<b>altssa mcgonigal</b>	Red Deer		T4N	Canada	2022-10-24
<b>Sabrina Bhojani</b>	Richmond		V6X	Canada	2022-10-24
<b>Shaho Hoseanpanahi</b>				Canada	2022-10-24
<b>Lucilla Hargreaves</b>	Richmond		V7C	Canada	2022-10-24
<b>Sam Abadi</b>	Aurora		L4G	Canada	2022-10-24

Petition to Richmond City Council: Adopt a Truth and Reconciliation Policy

<b>Name</b>	<b>City</b>	<b>Province</b>	<b>Postal Code</b>	<b>Country</b>	<b>Signed On</b>
<b>Louise Belsey</b>	Richmond		V7E	Canada	2022-10-24
<b>Sharon Derksen</b>	Nanaimo		V9v 1n7	Canada	2022-10-24
<b>Stefanie Michelsen</b>	Sherbrooke		J1L	Canada	2022-10-24
<b>Neda Mihandoust</b>	Markham		L3T	Canada	2022-10-24
<b>Olivia Parker</b>	Ottawa		K1C5G2	Canada	2022-10-24
<b>Simin Richardson</b>	North Vancouver		V7L	Canada	2022-10-24
<b>Elana van Veen</b>	Richmond		V7C	Canada	2022-10-24
<b>Elaina Coblin</b>	Vancouver		V5N	Canada	2022-10-24
<b>Shannon Tilton</b>	Richmond		V7C	Canada	2022-10-24
<b>Julia Nickerson</b>	Richmond		V7E	Canada	2022-10-24
<b>Glenda Casasempere</b>	Richmond		V7C	Canada	2022-10-24
<b>Stacey Mennie</b>	Richmond		V7e	Canada	2022-10-25
<b>Edith Lau</b>	Vancouver		V6b 0h7	Canada	2022-10-25
<b>Penny Leggo</b>	Richmond		V6Y	Canada	2022-10-25
<b>Natasha Cham</b>	Richmond		V7E	Canada	2022-10-25
<b>Talia G</b>	Richmond		V6Y	Canada	2022-10-25
<b>Richard Myers</b>	Richmond		V7E	Canada	2022-10-25
<b>Melvin Bauer</b>	Richmond		V7C	Canada	2022-10-25
<b>David Gordon</b>	Richmond		V6Y	Canada	2022-10-25
<b>Lindsay Macool</b>	Delta		V4C	Canada	2022-10-25
<b>Sarah Gordon</b>	Richmond		V6Y	Canada	2022-10-25
<b>Jessica Szeto</b>	Burnaby		V5H	Canada	2022-10-25
<b>Katherine Odermatt</b>	Delta		V4C 3V4	Canada	2022-10-25
<b>Dan Myers</b>	Vancouver		V5H	Canada	2022-10-25
<b>Emma Wills</b>	Vancouver		V5R5Z5	Canada	2022-10-25
<b>Ronda Nistor</b>	Vancouver		V5X	Canada	2022-10-25
<b>Raheleh Salehi Mojarad</b>	Calgary		T3G 3N4	Canada	2022-10-25
<b>Parinaz Amorazodi</b>	Thornhill		L4c	Canada	2022-10-25
<b>Sean Meshkin</b>	Kitchener		N2E	Canada	2022-10-25
<b>Azin Nassiri</b>	Toronto		M2N	Canada	2022-10-25
<b>Alireza Mirlamee</b>	North Vancouver		V7M	Canada	2022-10-25

Petition to Richmond City Council: Adopt a Truth and Reconciliation Policy

<b>Name</b>	<b>City</b>	<b>Province</b>	<b>Postal Code</b>	<b>Country</b>	<b>Signed On</b>
<b>Amy Phillips</b>	Victoria		V8S	Canada	2022-10-25
<b>Anahita Naderkhamseh</b>	North York		M2N	Canada	2022-10-25
<b>Hala Abou-elnour</b>	Edmonton		T6W	Canada	2022-10-25
<b>Behrouz Alidadi</b>	Toronto		M6H	Canada	2022-10-25
<b>Ahmad Zolfagharian</b>	West Vancouver		V7S	Canada	2022-10-25
<b>Nahid Bandi</b>	Calgary		T3S	Canada	2022-10-25
<b>Sara Noble</b>	Brampton		L6P1V3	Canada	2022-10-25
<b>Alireza Moayeri</b>	Richmond Hill		L4C6e9	Canada	2022-10-25
<b>khalid Mahmood</b>	brampton		l6v4p7	Canada	2022-10-25
<b>Hadi Ebrahimi</b>	Coquitlam		V3E3J7	Canada	2022-10-25
<b>Daniel Gamba-Hernand</b>	Edmonton		T6W 3B5	Canada	2022-10-25
<b>Safeer Malik</b>	Brampton		L6Z	Canada	2022-10-25
<b>Gol Shah</b>	Grand Forks		V0H	Canada	2022-10-25
<b>Germán Camacho</b>	Calgary		T3H	Canada	2022-10-25
<b>Aamdra Currie Shearer</b>	Richmond		V7E	Canada	2022-10-25
<b>Mousa Khodadadi</b>	Prince George		V2M	Canada	2022-10-25
<b>mousa khodadadi</b>	Vancouver		V6A	Canada	2022-10-25
<b>Nima Ashouri</b>	North Vancouver		V7H	Canada	2022-10-25
<b>Fernanda Ledesma</b>	Richmond		V6Y	Canada	2022-10-25
<b>Matthew Shepherd</b>	Calgary		T3G	Canada	2022-10-25
<b>Heather Jobe</b>	Calgary		T3A 6L4	Canada	2022-10-25
<b>Mark Maiorana</b>	London		N6G	Canada	2022-10-25
<b>Zahra TM</b>	Calgary		T2z0m6	Canada	2022-10-25
<b>Mehrdad Rostami</b>	Aurora		L4G	Canada	2022-10-25
<b>Mohammad Javad Tavv</b>	Vancouver		V7S	Canada	2022-10-25
<b>Marjan Mghadam</b>	Mississauga		L4C	Canada	2022-10-25
<b>Bany Irani</b>	Vancouver		V7Y	Canada	2022-10-25
<b>Elham Norouzi</b>	Toronto		M6G	Canada	2022-10-25
<b>Farzane Ariyaii</b>	Vancouver		V7Y	Canada	2022-10-25
<b>Jeff Tyson</b>	Vancouver		V5K	Canada	2022-10-25
<b>Jamie Hudson</b>	Richmond		V7E	Canada	2022-10-25

Petition to Richmond City Council: Adopt a Truth and Reconciliation Policy

<b>Name</b>	<b>City</b>	<b>Province</b>	<b>Postal Code</b>	<b>Country</b>	<b>Signed On</b>
<b>Jenn Pun</b>	Richmond		V7C	Canada	2022-10-25
<b>Yaryna Shulyak</b>	Richmond		V7C	Canada	2022-10-25
<b>James T</b>	Richmond		v6x1m1	Canada	2022-10-25
<b>Donna Breukelman</b>	Richmond		V6V2A9	Canada	2022-10-25
<b>Felicia Erickson</b>	Richmond		V7C	Canada	2022-10-25
<b>Susie Sadoff</b>	Richmond		V7C	Canada	2022-10-26
<b>Barbra Tom</b>	Langley		V3A	Canada	2022-10-26
<b>Rachelle Cosco</b>	Richmond		V6X	Canada	2022-10-26
<b>Daniel Camp</b>	Richmond		V6Y	Canada	2022-10-26
<b>Nancy Rowe</b>	Richmond		V7C	Canada	2022-10-26
<b>Tanya Tavor</b>	New Westminster		V3M	Canada	2022-10-26
<b>Janice Lazarus</b>	Richmond		V7C	Canada	2022-10-26
<b>Lori Dublanica</b>	Richmond BC		V7C 5N3	Canada	2022-10-26
<b>Lorna Mertz</b>	Richmond		V7E4X3	Canada	2022-10-26
<b>Evan Dunfee</b>	Richmond		V7C	Canada	2022-10-26
<b>Linda Stein</b>	Richmond		V3H	Canada	2022-10-27
<b>John Kurian</b>	Richmond		V7C	Canada	2022-10-27
<b>Rachelle Loudon</b>	Vancouver		V5P	Canada	2022-10-27
<b>Joyce Wong</b>	Vancouver		V5P	Canada	2022-10-27
<b>Janessa Murao</b>	Vancouver		V6H	Canada	2022-10-27
<b>Nick Arlidge</b>	Vancouver		V5V	Canada	2022-10-27
<b>Sydney Burstein</b>	Vancouver		V6P	Canada	2022-10-27
<b>Sally Mah</b>	Richmond		V7e1k5	Canada	2022-10-27
<b>Kirby Marchant</b>	Cranbrook		V1C	Canada	2022-10-27
<b>Lynn Flowers</b>	Richmond		V7E4J4	Canada	2022-10-27
<b>mary miller</b>	Richmond		V7C	Canada	2022-10-27
<b>Taylor Smith</b>	Richmond		V6Y	Canada	2022-10-27
<b>Angela Vong</b>	Surrey		V4A	Canada	2022-10-27
<b>Brenddan Mccooley</b>	Vancouver		V5P	Canada	2022-10-27
<b>Kirn Sanghera</b>	Richmond		V6v1g3	Canada	2022-10-27
<b>Amira Nijjar</b>	Vancouver		V5X	Canada	2022-10-27

Petition to Richmond City Council: Adopt a Truth and Reconciliation Policy

<b>Name</b>	<b>City</b>	<b>Province</b>	<b>Postal Code</b>	<b>Country</b>	<b>Signed On</b>
<b>Laurel Mitchell</b>	Vancouver		V5N	Canada	2022-10-27
<b>Tiagra Desrochers</b>	Calgary		T2X	Canada	2022-10-27
<b>Kathryn Asuncion</b>	Surrey		V4A	Canada	2022-10-27
<b>Sonia Stanton</b>	Langley		V2Y	Canada	2022-10-27
<b>Sarah da Costa</b>	New Westminster		V3M	Canada	2022-10-27
<b>Louisa L</b>	Vancouver		V5R	Canada	2022-10-28
<b>Sandra Wolinsky</b>	Richmond		V7C 4R3	Canada	2022-10-28
<b>Steven McLean</b>	Richmond		V7E4J5	Canada	2022-10-28
<b>Sunny Sidhu</b>	Vancouver		V5V	Canada	2022-10-28
<b>Troy Hardwick</b>	Vancouver		V6P	Canada	2022-10-28
<b>Karah McMaster</b>	Saskatoon		S7W	Canada	2022-10-28
<b>Indradip Sethi</b>	Kitchener		N2N	Canada	2022-10-28
<b>Maya Sidhu</b>	Richmond		V7E	Canada	2022-10-28
<b>Mehrnoush Emamiamir</b>	Saskatoon		S7W	Canada	2022-10-28
<b>Nicole Iaci</b>	Richmond		V6X1W8	Canada	2022-10-28
<b>Wyatt Garvin</b>	toronto		m6g3r4	Canada	2022-10-28
<b>Baran Norouzian</b>	Burnaby		V5E	Canada	2022-10-28
<b>Michael Bisaga</b>	Richmond, BC		V7E4J5	Canada	2022-10-28
<b>Mojdeh Ghafghazi</b>	North York		M2M	Canada	2022-10-28
<b>Charley M</b>	Aurora		L4G	Canada	2022-10-28
<b>Mary Asadi</b>	Vancouver		V6G	Canada	2022-10-28
<b>Farrukh Farooqui</b>	Surrey		V3X	Canada	2022-10-28
<b>Corbin Elliot</b>	Guelph		N1E 6M2	Canada	2022-10-28
<b>Mohammad Ramezani</b>	Halifax		B3H	Canada	2022-10-28
<b>Harneet Kaur</b>	Brampton		L6y4w3	Canada	2022-10-28
<b>Katelynn Kamachi</b>	Coquitlam		V3E	Canada	2022-10-28
<b>Colleen Herosian</b>	Winnipeg		R2Y 2K5	Canada	2022-10-28
<b>Kaitlyn Hemmingsen</b>	Saskatoon		S7K	Canada	2022-10-28
<b>Renee Agg</b>	Peachland		V0H1X7	Canada	2022-10-28
<b>Ann Kramer</b>	Richmond		V6Y	Canada	2022-10-28
<b>celeste Hill</b>	Picton		K0k2t0	Canada	2022-10-28

Petition to Richmond City Council: Adopt a Truth and Reconciliation Policy

<b>Name</b>	<b>City</b>	<b>Province</b>	<b>Postal Code</b>	<b>Country</b>	<b>Signed On</b>
<b>Nazila Kimiaee</b>	Vancouver		V7S	Canada	2022-10-28
<b>Winn Z</b>	Richmond		V6Y	Canada	2022-10-28
<b>Ella Ehimuan</b>	Brampton		L6S	Canada	2022-10-28
<b>Jane Armstrong</b>	New Westminster		V3L 5V6	Canada	2022-10-28
<b>Rowena Bridson</b>	Richmond		V7E 6J5	Canada	2022-10-28
<b>Mahmood Nuthoo</b>	Etobicoke		M9V	Canada	2022-10-28
<b>Salileh Dabouei</b>	Port Coquitlam		V3B	Canada	2022-10-28
<b>Cheryl Neufeld</b>	Richmond		V6X	Canada	2022-10-28
<b>Darakhshan Qazalbash</b>	Brampton		3e+09	Canada	2022-10-28
<b>parisa ghaemi</b>	north vancouver		v7p3g4	Canada	2022-10-28
<b>Brooke Smith</b>	Beauséjour		R0E	Canada	2022-10-28
<b>Livia Greschner</b>				Canada	2022-10-28
<b>Madison Kirkham</b>	Surrey		V4N	Canada	2022-10-28
<b>Randal Land</b>	Langley		V2Y0N6	Canada	2022-10-28
<b>SAMIRA AD</b>	WEST Vancouver		V7V 2E6	Canada	2022-10-28
<b>Masume Azizi</b>	Calgary		T2C	Canada	2022-10-28
<b>yusra khan</b>	Toronto		M3A	Canada	2022-10-28
<b>V M</b>	Vancouver		V6E	Canada	2022-10-28
<b>Lalita Nault</b>	Edmonton		T5H 0C3	Canada	2022-10-28
<b>Michelle Bravo</b>	Mississauga		L4T	Canada	2022-10-28
<b>Fransiss Keristoufi</b>	London		N5X	Canada	2022-10-28
<b>Saeid Kozegari</b>	Toronto		M5J	Canada	2022-10-28
<b>İbrahim PEREK</b>	Toronto		M4T2B9	Canada	2022-10-28
<b>Allan Roach</b>	Quebec		Gil 2y5	Canada	2022-10-28
<b>Lily Rego</b>	Brampton		L6R	Canada	2022-10-28
<b>Nadereh Daliri</b>	Mississauga		L5M	Canada	2022-10-28
<b>Giju John</b>	Brampton		L6R	Canada	2022-10-28
<b>Taylor Loft</b>	Dundas		L9H	Canada	2022-10-28
<b>Diana Meuret</b>	Ottawa		K2P	Canada	2022-10-28
<b>amnah syeda</b>	milton		I9t0I6	Canada	2022-10-28
<b>Shohreh Saleki</b>	Aurora		L4G	Canada	2022-10-28

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<b>Name</b>	<b>City</b>	<b>Province</b>	<b>Postal Code</b>	<b>Country</b>	<b>Signed On</b>
<b>Azam Goudarzi</b>	Newmarket		L3Y	Canada	2022-10-28
<b>Melanie Webb</b>	Guelph		N1K	Canada	2022-10-28
<b>Oluwafemi Daniel Majel</b>	Toronto		M4R	Canada	2022-10-28
<b>Tanya Tripathi</b>	Halifax		B3L	Canada	2022-10-28
<b>Ana Rorhenburg</b>	Williamswood		B3V	Canada	2022-10-28
<b>Goli Aslani</b>	Richmond Hill		L4C	Canada	2022-10-28
<b>Neela B8gdeli</b>	Richmond Hill		L4E	Canada	2022-10-28
<b>Nathan You</b>	Nepean		K2J	Canada	2022-10-28
<b>Dawn Balfour</b>	Barrie		L4M 2Y8	Canada	2022-10-28
<b>Sally ElSharif</b>	Halifax		B3N	Canada	2022-10-28
<b>Judy Bruce</b>	Wasaga Beach		L9Z 2B1	Canada	2022-10-28
<b>Philip Kim</b>	Calgary		T3L 1z1	Canada	2022-10-28
<b>Hurriya Khan</b>	Toronto		M6R	Canada	2022-10-28
<b>Anne Hazon</b>	Richmond		V7E 1J8	Canada	2022-10-28
<b>Lynda Hoogendoorn</b>	Mississauga		L5M 6B7	Canada	2022-10-28
<b>Miryam Wedyaswari</b>	Halifax		B4B	Canada	2022-10-28
<b>Ivannia Salazar</b>	Toronto		M4P	Canada	2022-10-28
<b>Brittany Neadow</b>	Calgary		T3G	Canada	2022-10-28
<b>Marilyn Meloche</b>	Aurora		L4G 5X1	Canada	2022-10-28
<b>Josephine Demetriou</b>	Calgary		T3L	Canada	2022-10-28
<b>Dale McCall</b>	Dollard-Des Ormeaux		H9H 1Z6	Canada	2022-10-28
<b>setare soniya</b>	Halifax		B3K	Canada	2022-10-28
<b>yuan jiang</b>	Richmond		V6X 4L3	Canada	2022-10-28
<b>Bhaskar Darji</b>	Markham		L3P	Canada	2022-10-28
<b>Potato P</b>	Toronto		M5P	Canada	2022-10-28
<b>Emily Almero</b>	Montréal		H4V	Canada	2022-10-28
<b>Christopher Stimson</b>	Akron		44313	Canada	2022-10-28
<b>Tony Kuang</b>	Toronto		m 8v2 y 5	Canada	2022-10-28
<b>Namyoung Kim</b>	Calgary		T3M	Canada	2022-10-28
<b>Nhi Tran</b>	Halifax		B3H	Canada	2022-10-28
<b>Gabriela Moutal</b>	Richmond		V7C 4W2	Canada	2022-10-28

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<b>Name</b>	<b>City</b>	<b>Province</b>	<b>Postal Code</b>	<b>Country</b>	<b>Signed On</b>
<b>Justine Gerwing</b>				Canada	2022-10-28
<b>Kerry Mewhort</b>	Oliver		VoH 1T0	Canada	2022-10-28
<b>Stella Carter</b>	Toronto		M6G	Canada	2022-10-28
<b>Mehdi Hashemi</b>	Toronto		M9N	Canada	2022-10-28
<b>NaaDee Moh</b>	North Vancouver		V7P 3K5	Canada	2022-10-28
<b>Saeed Sabetsaeedi</b>	Vancouver			Canada	2022-10-28
<b>Julia Sorra</b>	Toronto		M4C	Canada	2022-10-28
<b>Cassandra James</b>				Canada	2022-10-28
<b>Leila Partovi</b>	Fredericton		E3B	Canada	2022-10-28
<b>Rachel Ward</b>	Pefferlaw		L0E	Canada	2022-10-28
<b>cindy seo</b>	muse2500		t0j 0b0	Canada	2022-10-28
<b>Mahtab Khaki</b>	Quebec			1 Canada	2022-10-28
<b>Barb George</b>	Colchester		B0M 1I0	Canada	2022-10-28
<b>Mel Ryan Ryan</b>	Windsor		N9J	Canada	2022-10-28
<b>Atousa Azarbaee</b>	Scarborough		M1G	Canada	2022-10-28
<b>Paul Crivea</b>	London		N5Y 4X9	Canada	2022-10-28
<b>Maliheh Sarikhany</b>	Ottawa		K1k1R3	Canada	2022-10-28
<b>Marjan Abravesh</b>	Richmond Hill		L4C	Canada	2022-10-28
<b>Aathmiha Jeyathas</b>	Toronto		M5A	Canada	2022-10-28
<b>Ishant sahni</b>	Edmonton		T6L 2R8	Canada	2022-10-28
<b>Kyra Jubinville</b>	Edmonton		T6W	Canada	2022-10-28
<b>Diane Zuo</b>	Scarborough		M1V	Canada	2022-10-28
<b>azi iz</b>	Toronto		M5A	Canada	2022-10-28
<b>Miriam Commandeur</b>	Richmond		V7A	Canada	2022-10-28
<b>Jennifer Wood</b>	Richmond		V7E 5C6	Canada	2022-10-28
<b>P. Thomas</b>	Richmond		V7E	Canada	2022-10-28
<b>Annelisa Dey Thomas</b>	Richmond		V6Y	Canada	2022-10-28
<b>Leslie Toy</b>	Toronto		M6H 3C4	Canada	2022-10-29
<b>Lucy Lee</b>	Richmond		V6Y	Canada	2022-10-29
<b>Stephanie Nomellini</b>	Richmond		V7C 2G2	Canada	2022-10-29
<b>Nadia Xenakis</b>	Richmond		V7E	Canada	2022-10-29

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<b>Name</b>	<b>City</b>	<b>Province</b>	<b>Postal Code</b>	<b>Country</b>	<b>Signed On</b>
<b>Nadine Scott</b>	Richmond		V7E2J4	Canada	2022-10-29
<b>Hieu Pham-Fraser</b>	Vancouver		V6H	Canada	2022-10-29
<b>David Bohn</b>	Richmond		V7C 4R2	Canada	2022-10-29
<b>Janis Ross</b>	Richmond		V6Y	Canada	2022-10-29
<b>Roslynn Fielding</b>	Toronto		M2L	Canada	2022-10-29
<b>Elaine Stapleton</b>	Richmond		V7C	Canada	2022-10-29
<b>Michelle Nath</b>	Richmond		V7A 2C4	Canada	2022-10-30
<b>Dadi Nokiani</b>	Richmond		V6X	Canada	2022-10-30
<b>Alex Townsend</b>	Vancouver		V5X	Canada	2022-10-30
<b>Kathy Gray</b>	Richmond		V6Y	Canada	2022-10-30
<b>Jenny Sanders</b>	Richmond		V7e1z2	Canada	2022-10-31
<b>Anne Wicks</b>	Richmond		V7E	Canada	2022-10-31
<b>Laura Wicks</b>	Richmond		V6Y2K6	Canada	2022-10-31
<b>Catherine Moffatt</b>	Richmond		V7C	Canada	2022-10-31
<b>Luc Corijn</b>	Richmond		V7C 3K9	Canada	2022-10-31
<b>Mary Marsh</b>	Richmond		V6Y	Canada	2022-10-31
<b>hamid moshkafshar</b>	vaughan		L5V	Canada	2022-10-31
<b>Jessica Folk-Farber</b>	Richmond		V5M	Canada	2022-10-31
<b>Mikenna Terry</b>	Orangeville		L9V	Canada	2022-10-31
<b>Filomena Furtado-Fiaes</b>	Brampton		L7A 2K5	Canada	2022-10-31
<b>Brianna Beal</b>	Halifax		B2Y	Canada	2022-10-31
<b>Finn Fisher</b>	Port Perry		L9L	Canada	2022-10-31
<b>Leslie Mennie</b>	Richmond		V6X	Canada	2022-10-31
<b>Saeed kashki</b>	Scarborough		M1L	Canada	2022-10-31
<b>Stacey Kettleman</b>	Delta		V4L	Canada	2022-10-31
<b>Zahra Mozaffari</b>	Burnaby		V5B3T9	Canada	2022-10-31
<b>Sam Hers</b>	Vancouver		V5P	Canada	2022-10-31
<b>Neveya Lain</b>	Langenburg		S0A	Canada	2022-10-31
<b>Niayesh Yousefi</b>	Richmond Hill		L4C	Canada	2022-10-31
<b>Maryam Bagheri</b>	Vancouver		H4B1M3	Canada	2022-10-31
<b>Sahana Haribaskar</b>	Surrey		V4N	Canada	2022-10-31

Petition to Richmond City Council: Adopt a Truth and Reconciliation Policy

<b>Name</b>	<b>City</b>	<b>Province</b>	<b>Postal Code</b>	<b>Country</b>	<b>Signed On</b>
<b>Julia Burns</b>				Canada	2022-10-31
<b>Savannah McCann</b>	Ottawa		K2G	Canada	2022-10-31
<b>Jaskirat Singhera</b>	Surrey		V3x3h9	Canada	2022-10-31
<b>Mandana Mazaheri</b>	Montreal		H3c	Canada	2022-10-31
<b>Traci Sloan</b>	Chattanooga	Tennessee	37412	US	2022-10-31
<b>aniela daum</b>	Richmond		V7E 1H9	Canada	2022-10-31
<b>Bruno Vernier</b>	Mouthier	Haute Pierre	25920	France	2022-10-31
<b>Cecilia Hudec</b>	Richmond		V7E 4X2	Canada	2022-10-31
<b>Mary Ssmbell</b>	Delta		V4M	Canada	2022-10-31
<b>Rebecca Kyriakou</b>	Vernon		V1T	Canada	2022-11-01
<b>Linda Fox</b>	Vancouver		V5Z 4G8	Canada	2022-11-01
<b>Kathryn Berezowskyj</b>	Vancouver		V6P	Canada	2022-11-01
<b>Shawna McGee</b>	Richmond		V6Y	Canada	2022-11-01
<b>Rhea Harriman</b>	Victoria		V8Z	Canada	2022-11-01
<b>Emi Midtdal</b>	Delta		V4K	Canada	2022-11-01
<b>Jessica Lilge</b>	Richmond		V6Y	Canada	2022-11-01
<b>Ryan Stewart</b>	Richmond		V	Canada	2022-11-01
<b>Dora Ho</b>	Richmond		V7A 3J1	Canada	2022-11-01
<b>Dori Whiteside</b>	Richmond		V6Y	Canada	2022-11-02
<b>Kelli Lundie</b>	Richmond		V7C	Canada	2022-11-02
<b>Judy Ong</b>	Richmond		V7E	Canada	2022-11-02
<b>Bonnie Yip</b>	Delta		V4K	Canada	2022-11-02
<b>Kim The</b>	Vancouver		V6K2Y3	Canada	2022-11-02
<b>Michelle Webber</b>	Richmond		V7C	Canada	2022-11-02
<b>Sarah Hudson</b>	Surrey		V3Z	Canada	2022-11-02
<b>Nik Nashlund</b>	Richmond		V7E	Canada	2022-11-02
<b>Kristy Smith</b>	Delta		V4E 1N6	Canada	2022-11-02
<b>Kayla Powell</b>	Richmond		V6X2T7	Canada	2022-11-02
<b>Eileen Fujimuro</b>	Richmond		V7E 2C2	Canada	2022-11-02
<b>Karen Rabinovitch</b>	Richmond		V7E 3X8	Canada	2022-11-02
<b>Jessy Bal</b>	Richmond		V7A	Canada	2022-11-02

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<b>Name</b>	<b>City</b>	<b>Province</b>	<b>Postal Code</b>	<b>Country</b>	<b>Signed On</b>
<b>Linda Scoble</b>	Richmond		V7b1j6	Canada	2022-11-02
<b>Julieanne Wazir</b>	Richmond		V7E	Canada	2022-11-02
<b>Stacey Szeplabi</b>	Richmond		V6Y	Canada	2022-11-02
<b>susie liu</b>	Richmond		V6Y	Canada	2022-11-02
<b>Chelsea Murray</b>	Richmond		V	Canada	2022-11-02
<b>Harpreet Bansal</b>	Vancouver		V5	Canada	2022-11-02
<b>Joanne Lipp</b>	Vancouver		V7A2S9	Canada	2022-11-02
<b>Rikki Chakrabarti</b>	Richmond		V7C1Y7	Canada	2022-11-02
<b>Sheri Caine</b>	Richmond		V6Y 2Z3	Canada	2022-11-02
<b>Amanda Jensen</b>	Richmond		V6X2T7	Canada	2022-11-02
<b>Efrem Rappaport</b>	Vancouver		V5P	Canada	2022-11-03
<b>Heather D'Amore</b>	Delta		V4M	Canada	2022-11-03
<b>Morgan Webber</b>	Richmond		V7C	Canada	2022-11-03
<b>Michael Taylor</b>	Vancouver		V5S 0B6	Canada	2022-11-03
<b>Wenny Ng</b>	Richmond		V6X	Canada	2022-11-03
<b>Reesa Pauer</b>	Richmond		V7E 2P6	Canada	2022-11-03
<b>Takara Fugeta</b>	Lethbridge		T1H	Canada	2022-11-03
<b>Pam Fugeta</b>	Lethbridge		T1J	Canada	2022-11-03
<b>Mary Lee</b>	Toronto		M4C	Canada	2022-11-03
<b>Judie Orr</b>	Richmond		V7E	Canada	2022-11-03
<b>Nathan Cook</b>	Burlington		L7M	Canada	2022-11-03
<b>Brigitta Schmidt</b>	Toronto		M3C 2B4	Canada	2022-11-03
<b>Bruce Li</b>	Ontario		L3R	Canada	2022-11-03
<b>Lauren Kramer</b>	Richmond		V7e6j5	Canada	2022-11-03
<b>zoe keech</b>	Toronto		M4G	Canada	2022-11-03
<b>Tashica Job</b>	Toronto		M9n3p7	Canada	2022-11-03
<b>Minoo Kiani haftlang</b>	Toronto		M3B	Canada	2022-11-03
<b>Arin Kim</b>	Port Coquitlam		V3B	Canada	2022-11-03
<b>Susan Narciso</b>	Richmond		V7E	Canada	2022-11-03
<b>Soraya Mahdi</b>	Montréal		H3X	Canada	2022-11-04
<b>julieta Kawas</b>	New Westminster		V3M	Canada	2022-11-04

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<b>Name</b>	<b>City</b>	<b>Province</b>	<b>Postal Code</b>	<b>Country</b>	<b>Signed On</b>
<b>Anahita Rahmani</b>	Toronto		M5A	Canada	2022-11-04
<b>sumin jiang</b>	Markham		L3P	Canada	2022-11-04
<b>Nicole Su</b>	Markham		L6C	Canada	2022-11-04
<b>Jeane Jiang</b>	Scarborough		M1W 3M2	Canada	2022-11-04
<b>Krystal Cousins</b>	Toronto		M9N 1Y5	Canada	2022-11-04
<b>Sahar Bahrami</b>	Surrey		V3Z	Canada	2022-11-04
<b>cong zhang</b>	里士满希尔		L4S1Y4	Canada	2022-11-04
<b>Leslie Csizmadia</b>	Toronto		M6I 3E7	Canada	2022-11-04
<b>Quickrobobro .</b>	Milton		L9T	Canada	2022-11-04
<b>Tom Hamar</b>	Delta		V4M	Canada	2022-11-04
<b>Jasmine Dulay</b>	Richmond		V7C 1Z9	Canada	2022-11-04
<b>Laetitia Perano</b>	Vancouver		V6S	Canada	2022-11-04
<b>Andrea Cade</b>	Richmond		V7E1H9	Canada	2022-11-04
<b>Sakina Pershadsingh</b>	Richmond Hill		L4C	Canada	2022-11-04
<b>Loveleen Randhawa</b>	Toronto		M6K	Canada	2022-11-04
<b>Jeffrey Shapiro</b>	Montreal		H4P 1R3	Canada	2022-11-04
<b>Mohsen Habibi</b>	Ottawa		K2A	Canada	2022-11-04
<b>Twinkle Su</b>	Toronto		L3S 3M8	Canada	2022-11-04
<b>Wai yi Wong</b>	North York		M2N	Canada	2022-11-05
<b>Masoud Vatankhah</b>	North York		M2K	Canada	2022-11-05
<b>Dr. Jordan Samhuri</b>	London		N6K1N4	Canada	2022-11-05
<b>Mahsa Qaribi</b>	Montreal		H5A	Canada	2022-11-05
<b>Brandi Xu</b>	Markham		1A1	Canada	2022-11-05
<b>Mary-Lynne Stark</b>	Toronto		M6G	Canada	2022-11-05
<b>Stephanie De Oliveira</b>	Etobicoke		M9C	Canada	2022-11-05
<b>Michelle Pollard</b>	Scarborough		M1E	Canada	2022-11-05
<b>Jaclyn Wiebe</b>	Richmond		V6Y	Canada	2022-11-05
<b>Erik Hamar</b>	Richmond		V6Y	Canada	2022-11-05
<b>Jessica Rotenberg</b>	Richmond		V7A	Canada	2022-11-05
<b>Tal Rainer</b>	Richmond		V6V	Canada	2022-11-05
<b>Betina Cynamon</b>	Richmond		V7A	Canada	2022-11-05

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<b>Reut Dahan</b>	Delta		V4M	Canada	2022-11-05
<b>Ula Teicher</b>	Richmond		V7C	Canada	2022-11-05
<b>Bryce Stewart</b>	Victoria		V9C2C4	Canada	2022-11-05
<b>Amy Mayer</b>	North Vancouver		V7J 1E6	Canada	2022-11-05
<b>Jeishan Rajakulasingam</b>	Toronto		M3J	Canada	2022-11-05
<b>Ella D</b>	Halifax		B3H	Canada	2022-11-05
<b>Ashley Meisterman</b>	Richmond		V7E	Canada	2022-11-06
<b>Marie Thom</b>	Richmond		V7C	Canada	2022-11-06
<b>Marilyn Steele</b>	Vancouver		V7A 4Z5	Canada	2022-11-06
<b>Elizabeth Marshall</b>	Richmond		V7C	Canada	2022-11-06
<b>Elise Kobylanski</b>	Richmond		V7E6S6	Canada	2022-11-06
<b>Chelsea Vaughan</b>	Richmond		V7C	Canada	2022-11-06
<b>Regan Flowers</b>	Richmond		V7C	Canada	2022-11-06
<b>Judson Slaght</b>	Vancouver		V5P2T8	Canada	2022-11-07
<b>Andrew Frederick</b>	Surrey		V3Z	Canada	2022-11-07
<b>bahareh Attarbashi</b>	North York		M2M0A8	Canada	2022-11-07
<b>Megan O'Loan</b>	Vancouver		V5X	Canada	2022-11-07
<b>Farhad Vat</b>	Langley		V3A	Canada	2022-11-07
<b>Laleh Lakzadeh</b>	Richmond Hill		L4E	Canada	2022-11-07
<b>Mike Costa</b>	Toronto		M5A	Canada	2022-11-07
<b>Sylvie Shields</b>	Yorkton		S3N 4A5	Canada	2022-11-07
<b>Parisa Pakzad</b>	Vancouver		V6G 2K8	Canada	2022-11-07
<b>Tasha Schermerhorn</b>	Richmond		V7A	Canada	2022-11-07
<b>C Sparks</b>	Toronto		M6M	Canada	2022-11-07
<b>Omid Moh</b>	North Vancouver		V7K	Canada	2022-11-07
<b>Parviz Hosseini</b>	Toronto		45367567	Canada	2022-11-07
<b>Lauren Mesaros</b>	Toronto		M6K	Canada	2022-11-07
<b>Maureen Fowler</b>	Richmond BC		V6Y3E6	Canada	2022-11-07
<b>Anne Coulombe</b>	North Vancouver		V7G 1C2	Canada	2022-11-07
<b>Franca Perrotta</b>	Burnaby		V5V-1Y5	Canada	2022-11-07
<b>Kevin McKenty</b>	East St. Paul		R2E0A8	Canada	2022-11-07

Petition to Richmond City Council: Adopt a Truth and Reconciliation Policy

<b>Name</b>	<b>City</b>	<b>Province</b>	<b>Postal Code</b>	<b>Country</b>	<b>Signed On</b>
<b>Christoph Reiners</b>	Richmond		V7E 6V6	Canada	2022-11-07
<b>Wendy Fieber</b>	Burnaby		V3N	Canada	2022-11-07
<b>Eileen Gow</b>	Vancouver		V6Z	Canada	2022-11-07
<b>Rita Chen</b>	Surrey		V3W	Canada	2022-11-07
<b>Bryan Milks</b>	Surrey		V3W	Canada	2022-11-08
<b>Karen Ngo</b>	Richmond		V7E	Canada	2022-11-08
<b>Kwang Yang</b>	Surrey		V3W	Canada	2022-11-08
<b>Joseph Maravillas</b>	Port Moody, BC		V3H 1A6	Canada	2022-11-08
<b>Christina Aker</b>	Surrey		V3r	Canada	2022-11-08
<b>Kristi Narbett</b>	Surrey		V3W	Canada	2022-11-09
<b>Alicia Iachetta</b>	Langley		V2Y	Canada	2022-11-09
<b>Sandra Perrotta</b>	Burnaby		V5C	Canada	2022-11-09
<b>Julie Stanton</b>	North Vancouver		V7N	Canada	2022-11-09
<b>Samuel George</b>	North Vancouver		V7L	Canada	2022-11-11
<b>Sina LePage</b>	Delta		V4K	Canada	2022-11-12
<b>Michael Chin</b>	Richmond		V6Y	Canada	2022-11-12
<b>Shaghayegh Dehghani</b>	Calgary		T2g 6w3	Canada	2022-11-12
<b>Bitu Doudi</b>	Maple		L6A	Canada	2022-11-12
<b>Fatemeh Mohtaram</b>	Montréal		H4w2t8	Canada	2022-11-12
<b>Jurdica Azevedo</b>	Mayerthorpe ,Alberta		TOE 1NO	Canada	2022-11-12
<b>Catherine Dawson</b>	Richmond		V6X	Canada	2022-11-12
<b>Dillon Max</b>	Somewhere			Canada	2022-11-12
<b>Hanna Milne</b>	Stouffville		L4A3A4	Canada	2022-11-12
<b>Aman Hari</b>	Calgary		T3J	Canada	2022-11-13
<b>Ganeswar Takkellapati</b>	Brockville		K6V	Canada	2022-11-13
<b>Sam Nasiri</b>				Canada	2022-11-13
<b>Val Neekman</b>	Kitchener		N2M	Canada	2022-11-13
<b>Steph L</b>	Richmond		V7E	Canada	2022-11-13
<b>Maureen Whittal</b>	Vancouver		V6R	Canada	2022-11-14
<b>Judi Pelech</b>	Richmond		V7E	Canada	2022-11-14
<b>Savanna Pelech</b>	Richmond		V7A	Canada	2022-11-14

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<b>Name</b>	<b>City</b>	<b>Province</b>	<b>Postal Code</b>	<b>Country</b>	<b>Signed On</b>
<b>Alisha Mohamed</b>	Vancouver		V5K	Canada	2022-11-14
<b>Vania Loh</b>	Richmond		V6X	Canada	2022-11-14
<b>Sheila Recuenco</b>	Vancouver		V6H	Canada	2022-11-14
<b>Almas Mohamed</b>	Richmond		V7C	Canada	2022-11-14
<b>Shiraz Mohamed</b>	Richmond		V7C	Canada	2022-11-14
<b>Azmina Anandji</b>	Surrey		V4A	Canada	2022-11-14
<b>Stephanie Klatt</b>	Burnaby		V5A	Canada	2022-11-14
<b>Marissa Carrasco</b>	Castlegar		V1N	Canada	2022-11-14
<b>Tamara Berger</b>	Vancouver		V5S	Canada	2022-11-14
<b>Katherine Ralph</b>	Delta		V4C4S1	Canada	2022-11-14
<b>M Lee</b>	Richmond		V7e	Canada	2022-11-14
<b>Norma Ralph</b>	Richmond		V7A	Canada	2022-11-14
<b>Harry Eng</b>	Richmond		V6X	Canada	2022-11-14
<b>Rita Eng</b>	Richmond		V6X	Canada	2022-11-14
<b>Ryan Eng</b>	Richmond		V7E4S4	Canada	2022-11-14
<b>Matthew Eng</b>	Vancouver		V6T	Canada	2022-11-14
<b>Jennifer Tham</b>	Richmond		V6W 1B5	Canada	2022-11-15
<b>Susan Nishi</b>	Vancouver		V5Y	Canada	2022-11-15
<b>Mhegan Back</b>	Vancouver		V5Z	Canada	2022-11-16
<b>Linda Hertzman</b>	Richmond		V6Y	Canada	2022-11-16
<b>Andrea McEwen</b>	Vancouver		v6h 1k6	Canada	2022-11-16
<b>Deirdre Whalen</b>				Canada	2022-11-16
<b>Janice Lambert</b>	Vancouver		V5X	Canada	2022-11-16
<b>Laura Eastwood</b>	richmond		V7C1Z6	Canada	2022-11-16
<b>David Govett</b>	Surrey		V3Z 0Y4	Canada	2022-11-16
<b>Keely O'Brien</b>	Richmond		V6x0r7	Canada	2022-11-16
<b>Melissa Dreyer</b>	Surrey		V4s 3m4	Canada	2022-11-16
<b>John Hossak</b>	Vancouver		V6E	Canada	2022-11-16
<b>Arwyn B</b>	Nanaimo		V9R	Canada	2022-11-16
<b>Tianna Tootosis-Bugle</b>	Saskatoon		S0L	Canada	2022-11-16
<b>Jenn Knox</b>	Newmarket		L3x2c7	Canada	2022-11-16

Petition to Richmond City Council: Adopt a Truth and Reconciliation Policy

<b>Name</b>	<b>City</b>	<b>Province</b>	<b>Postal Code</b>	<b>Country</b>	<b>Signed On</b>
<b>nakita Hughesman</b>	Oromocto		e2v2e2	Canada	2022-11-16
<b>Ashley Deboer</b>	Kitchener		N2M	Canada	2022-11-16
<b>Josh Reynolds</b>	Vancouver		V5R	Canada	2022-11-16
<b>Joshua Manuel</b>	North Vancouver		V7L	Canada	2022-11-16
<b>Lacey Watson</b>	Brantford		N3T	Canada	2022-11-16
<b>John March</b>	Oakville		L6l 6e9	Canada	2022-11-16
<b>Tanisha Lafond</b>	Prince Albert		S6V	Canada	2022-11-16
<b>Marina NW</b>	Toronto		M9N 1J8	Canada	2022-11-16
<b>Mickilyn Desjarlais</b>	Saskatoon		S7L5K8	Canada	2022-11-16
<b>Jennifer Majore</b>	Edmonton		T5A 3A3	Canada	2022-11-16
<b>James Romero</b>	Fort McMurray		T9H	Canada	2022-11-16
<b>Tarek Kodsi</b>	Hamilton		L8S	Canada	2022-11-16
<b>Francesca Pheasant</b>	Newmarket		L3Y	Canada	2022-11-16
<b>Donna Colpitts</b>	Richmond		V6Y	Canada	2022-11-16
<b>Shaylene Friesen</b>	Cache Creek		V0K 1H0	Canada	2022-11-16
<b>brooke norrie</b>	Gravenhurst		p1p 1n1	Canada	2022-11-16
<b>Ren Deschambeault</b>	Cumberland House		S0E0S0	Canada	2022-11-16
<b>Ronit Berger</b>	Richmond		V6Y	Canada	2022-11-17
<b>Winson Wong</b>	Richmond		V6X 1P9	Canada	2022-11-17
<b>Mark Lee</b>	Surrey		V6Y	Canada	2022-11-17
<b>Jaclyn Barkase</b>	Vancouver		V5V1W4	Canada	2022-11-17
<b>Marla McPherson</b>	Richmond		V6Y	Canada	2022-11-17
<b>Susan Mavor</b>	Vancouver		V5M	Canada	2022-11-17
<b>Tim Reitsma</b>	Vancouver		V5P	Canada	2022-11-17
<b>Suzy White</b>	Vancouver		V5X	Canada	2022-11-17
<b>Genevieve Tyack</b>	Vancouver		V5N	Canada	2022-11-17
<b>Eywa Wang</b>	Richmond		V7A2B3	Canada	2022-11-17
<b>Ashley Wang</b>	Richmond		V6Y	Canada	2022-11-17
<b>Angel Lam</b>	Vancouver		V5P	Canada	2022-11-18
<b>Colin He</b>	Vancouver		V5P	Canada	2022-11-18
<b>Karin Lau</b>	Vancouver		V5P	Canada	2022-11-18

Petition to Richmond City Council: Adopt a Truth and Reconciliation Policy

<b>Name</b>	<b>City</b>	<b>Province</b>	<b>Postal Code</b>	<b>Country</b>	<b>Signed On</b>
<b>Olivia Dixon</b>	Burnaby		V5E1T9	Canada	2022-11-18
<b>Randall Sutton</b>	Richmond		V6X 4A1	Canada	2022-11-18
<b>Vivienne Eviston</b>	Vancouver		V5Z 2B6	Canada	2022-11-18
<b>Kristine Cumauual</b>	Vancouver		V5W	Canada	2022-11-18
<b>Dulcie Mercado</b>	North Vancouver		V7H	Canada	2022-11-18
<b>Jaeden Dela Torre</b>	Richmond		V6Y	Canada	2022-11-18
<b>Ryan Wong</b>	Vancouver		V6P 3S7	Canada	2022-11-18
<b>Jenelle Davies</b>	New Westminster		V3M	Canada	2022-11-18
<b>Selina Boan</b>	Vancouver		V6K	Canada	2022-11-18
<b>Naomi Leung</b>	Richmond		V7A	Canada	2022-11-18
<b>Carl NEUSTAEDTER</b>	Ottawa		K1V	Canada	2022-11-18
<b>Ruth Kelly</b>	Richmond		V6X	Canada	2022-11-19
<b>Rachel Eaton</b>	Richmond		V7A 1N5	Canada	2022-11-19
<b>Jill Goyert</b>	Richmond		V6Y	Canada	2022-11-19
<b>Connie Berry</b>	Richmond		V7A	Canada	2022-11-19
<b>David Cunningham</b>	Victoria		V8S	Canada	2022-11-19
<b>Candace Low</b>	Richmond		V7C	Canada	2022-11-19
<b>Amanda Chura</b>	Richmond		V6X	Canada	2022-11-19
<b>Laura McBride</b>	Richmond		V7E	Canada	2022-11-19
<b>William Dunn</b>	Vancouver		V6J	Canada	2022-11-19
<b>Lance Panerio</b>	Richmond		V7E 6K8	Canada	2022-11-19
<b>Achira Nimagna</b>	Vancouver		V5R	Canada	2022-11-19
<b>jan santillan</b>	Vancouver		V5L	Canada	2022-11-19
<b>Patsy Wilding</b>	Vancouver		V5X	Canada	2022-11-20
<b>Narcisa Medianu</b>	Richmond		V7A	Canada	2022-11-20
<b>Wendy Tsang</b>	Richmond		V6X	Canada	2022-11-20
<b>Andrea James</b>	Richmond		V7C	Canada	2022-11-20
<b>Catherine Pagett</b>	Waterloo		N2K	Canada	2022-11-20
<b>Andrea Niosi</b>	Richmond		V7E6V1	Canada	2022-11-20
<b>Don O'Toole</b>	Richmond		V7E3H7	Canada	2022-11-20
<b>Rachel Berko-Gabay</b>	Richmond		V6Y	Canada	2022-11-21

Petition to Richmond City Council: Adopt a Truth and Reconciliation Policy

<b>Name</b>	<b>City</b>	<b>Province</b>	<b>Postal Code</b>	<b>Country</b>	<b>Signed On</b>
<b>Joni Cunningham</b>	Richmond		V6Y	Canada	2022-11-21
<b>Heather McCracken</b>	North Vancouver		V7R 2J2	Canada	2022-11-21
<b>Zoey Magnan</b>	Richmond		V7E	Canada	2022-11-21



# Reconciliation & Relationships

## Calls & Pathways to Action

The Truth and Reconciliation Commission of Canada (TRC) released a summary report, **Honouring the Truth, Reconciling for the Future**, in June 2015. The report makes **94 Calls to Action**, proposing concrete steps to protect child welfare, preserve language and culture, promote legal equity and strengthen information on missing children. In the report, the Commissioners specifically ask the Government of Canada to implement the **United Nations Declaration on the Rights of Indigenous Peoples** (UNDRIP), while urging all orders of government to work to eliminate educational and health outcome gaps between Aboriginal and non-Aboriginal people in Canada. Also emphasized is the need to educate students, professionals, and newcomers about Indian Residential Schools and their impacts on all people living in Canada.

Of the 94 calls to action, 16 focus on local and/or all orders of government. These 16 predominantly focus on areas of federal and provincial jurisdiction, although local governments may play important supporting roles. Local governments may also consider working towards reconciliation through an emphasis on relationship building and education, detailed further below.

# Reconciliation Opportunities for Local Governments

## *Relationship Building*

Relationships are central to reconciliation. Local governments may wish to consider the variety of relationships that exist between First Nations and Indigenous peoples, local governments, and other parties, and consider how best to recognize and address each. Building trust requires time and patience, and building formal relationships requires working through accountability and dispute resolution mechanisms. At the same time, First Nations and Indigenous communities may be facing pressing issues that require urgent actions. Local governments can work with these communities to identify and support them in addressing such issues.

Local governments interested in furthering relationships with First Nations and Indigenous communities may wish to consult the following resources:

- UBCM and partner organizations have pulled together wide ranging **resources on collaboration and relationship building**, including examples of joint economic development initiatives, MOUs, servicing agreements and more.
- The **Community to Community Forum** program. In addition to the funding program itself, the **Guide to Community to Community Forums** is a valuable resource on relationship building.
- External resources include:
  - The Indigenous Corporate Training Inc. blog, including entries on the **National Day of Truth and Reconciliation** and on **First Nations and Local Government Reconciliation**.

- **FCM resources** including an article on **local government efforts to advance reconciliation**.

### *Education*

Education is another critical element for reconciliation. In this context, education starts with the unlearning of preconceptions and inaccurate historical perspectives. An important starting point may simply be for local government elected officials and staff to commit to reviewing key policy documents including the following:

- **Truth and Reconciliation Commission Final Report**
- **Final Report of the National Inquiry into Missing and Murdered Indigenous Women and Girls**
- **United Nations Declaration on the Rights of Indigenous Peoples**

For broader perspectives on what effective action towards reconciliation can look like for local governments, and reflections on the importance of education and relationship building, members may wish to view **Pathways to Truth and Reconciliation, a plenary panel presented at Convention 2021**, featuring the Honourable Murray Sinclair, former Chief Commissioner of the Truth and Reconciliation Commission, together with the Honourable Murray Rankin, Minister of Indigenous Relations and Reconciliation; Andrea Reimer, Founder & Principal, Tawâw Strategies; and Chair John Jack, Alberni-Clayoquot Regional District.

Finally there are many opportunities available for local governments interested in seeking Indigenous cultural safety training, including a variety of online courses accessible province-wide. Examples include:

- **San'yas:** Indigenous Cultural Safety Training Program, Provincial Health Services Authority
- **Indigenous Cultural Safety Collaborative**
- **Raven Institute**
- **Indigenous Corporate Training Inc**
- **Reconciliation Canada**

## **UBCM's Commitment**

The TRC's Calls to Action represent a catalyst for change in Canada. As an organization that supports relationship building between First Nations and local governments, UBCM recognizes that it has a role in the ongoing reconciliation journey.

UBCM began to promote the work and the reconciliation message of the Truth and Reconciliation Commission of Canada (TRC) in 2013. UBCM did so by working with Reconciliation Canada, an Indigenous-led organization promoting reconciliation by engaging Canadians in dialogue that revitalizes relationships between indigenous peoples and all Canadians.

This work spurred UBCM on to further engagement with projects and advocacy that aim to move reconciliation forward. These initiatives provide opportunities for local governments, in their own communities, to begin or strengthen reconciliation with Indigenous people.

For more information, see: [UBCM work to advance reconciliation](#).

## Additional Background

### Assimilationist Government Policies

For over a century, the Canadian government adopted policies with a central goal of assimilating Aboriginal peoples and stripping away Indigenous consciousness. Backed by these assimilationist policies, the government removed many First Nation, Métis and Inuit children from their families—some forcibly—and placed the children in Indian Residential Schools. These schools were church- or state-run institutions where over 150,000 Aboriginal children were forbidden to express their culture, practice traditions or speak their first languages. Children placed in Indian Residential Schools often experienced mental, physical or sexual abuse by teachers, administrators or school staff. The last Indian Residential Schools closed in the 1990s.

### Truth and Reconciliation Commission of Canada

For decades, survivors sought official recognition and redress for their forced experiences in Indian Residential Schools. In 2006, Indigenous peoples and the federal government signed the [Indian Residential Schools Settlement Agreement](#), which in part established the [Truth and Reconciliation Commission of Canada](#). The TRC's mandate was to listen, learn, and educate

all Canadians about what took place in Indian Residential Schools. It sought to hear and document the truth as told by survivors, families, communities and anyone personally affected by the experience. Starting in 2009, three TRC Commissioners heard more than 6,750 survivor and witness statements from across the country about the lasting legacies that Indian Residential Schools have had on their lives.

All materials gathered, recorded, and produced by the TRC have been transferred to the **National Centre for Truth and Reconciliation**, a permanent repository that will provide stewardship and facilitate access to the materials.

# Reconciliation Wayfinding

**Warning:** *this website contains information on topics that may cause trauma invoked by memories of past abuse. Please call the **National Indian Residential School Crisis Line** at **1-866-925-4419** if you, or someone you know, is triggered while reading this page.*



## Calls to Action

Highlights information related to the TRC's 94 Calls to Action.



## A Place to Start

Identifies first steps on the path toward reconciliation.



## Reflection & Action

Identifies opportunities for deeper understanding of the impacts of the residential school era, and to undertake individual action.



## Working Together

Identifies opportunities for groups, councils/boards, and organizations to work together to move reconciliation forward.



## Did You Know?

Identifies facts and resources related to reconciliation and relationship building.

[Home](#) > [Policy Areas](#) > Reconciliation & Relationships



**MEMORANDUM of UNDERSTANDING**  
**BETWEEN**  
**THE PROVINCE of BRITISH COLUMBIA**  
**AND**  
**THE UNION of BRITISH COLUMBIA MUNICIPALITIES**  
**ON**  
**ENGAGEMENT with UBCM AND LOCAL GOVERNMENTS on**  
**FIRST NATIONS NEGOTIATIONS and OTHER INDIGENOUS INITIATIVES**

THIS MEMORANDUM OF UNDERSTANDING (MOU) guides the relationship between the Province of British Columbia, the Union of BC Municipalities and local governments with respect to reconciliation, agreements, and initiatives with Indigenous peoples and partners. It updates and replaces previously signed MOUs between the Province of BC and UBCM relating to local government participation in negotiations and other Indigenous initiatives.

**THE PARTIES:**

**THE PARTIES TO THIS MOU ARE:**

- The Province of British Columbia (the Province) as represented by the Ministry of Indigenous Relations and Reconciliation (MIRR); and
- The Union of British Columbia Municipalities (UBCM) representing all municipalities and regional districts of British Columbia, as well as several First Nations members.

**WHEREAS:**

THE PARTIES ACKNOWLEDGE that the Province is committed to transform its approach to reconciliation through the implementation of the principles of the United Nations Declaration on the Rights of Indigenous Peoples (UN Declaration), and the Truth and Reconciliation Commission Calls to Action (TRC) in accordance with the *Constitution of Canada*. The

Parties also acknowledge that UBCM is supportive of advancing reconciliation with Indigenous peoples across the Province at the local level; and that local governments with local knowledge and interest, are key partners in achieving lasting and meaningful reconciliation with Indigenous peoples.

The Parties recognize that local government jurisdictions may be affected by the negotiation of land, resource and economic development agreements with First Nations and Indigenous partners.

The Parties acknowledge that local government constitutes an order of government with unique and special interests in the negotiation of a range of agreements with First Nations and Indigenous partners.

The Parties acknowledge that UBCM and individual local governments endeavour to develop positive working relationships with First Nations and Indigenous peoples, fostering relationships built on the values of honesty and respect, and undertaking reconciliation initiatives at the grass roots level. This MOU encourages local governments, as supported by UBCM, to communicate and develop relationships with Indigenous partners.

The Parties recognize that B.C. legislation includes principles of local-provincial relations that includes respect for each jurisdiction, the importance of cooperative approaches to matters of mutual interest, and the need for the province to consult with local governments on provincial actions that directly affect their interests.

#### THEREFORE:

**THIS MOU REFLECTS** the continued commitment of the Parties for sincere and honest engagement on a range of initiatives relating to Indigenous relationships, including:

- continuing a process for local government participation in the negotiation and implementation of agreements;
- consulting and exchanging information with local governments on other arrangements and initiatives;
- opportunities for local governments to share initiatives for advancing reconciliation at the local level; and
- engaging on matters of mutual interest, including those that have the potential to broadly impact local governments.

#### TOPICS

**THE PROVINCE** will share information, consider local government interests and seek advice on matters including, but not limited to areas of local government jurisdiction that may be affected by agreements made with First Nations or other Indigenous partners and reconciliation efforts such as:

- Negotiations and agreements;
- Indigenous initiatives, policy and programs; and,
- Implementation of the *Declaration on the Rights of Indigenous Peoples Act*.

The Province will share the principles and context of this MOU with all Ministries and provincial agencies to make aware of UBCM's interest in being engaged on all Indigenous initiatives that have the potential to affect local government interests. Areas of interest to local government that may be affected include, but are not limited to:

- Land management, land use planning, and land selection
- Dispute resolution
- Property taxation
- Environmental assessment and protection
- Local government access to resources for public purposes and access to adjacent lands
- Servicing arrangements
- Regulatory arrangements
- Governmental relations
- Economic development.

#### CONSULTATION AND INFORMATION SHARING PRINCIPLES

**THE PARTIES AGREE** to the following principles governing consultation and information sharing:

- flexibility for local governments to identify and represent their interests in a way that they consider appropriate to their local circumstances;
- early notice to UBCM and/or affected local governments of a matter that may affect local government jurisdiction, including changes to the Treaty process;
- sufficient information early on and reasonable time for local governments to document their interests and views and to provide advice to provincial representatives;
- due consideration of local government interests, views and advice;
- a response from provincial representatives on how local government advice was or was not used; and
- ongoing information exchange between the Province, UBCM and local governments.

#### DEFINITIONS

**THE FOLLOWING DEFINITIONS** are referred to in this MOU:

**TREATY:** a constitutionally protected comprehensive agreement negotiated among B.C., Canada and a First Nation under the B.C. Treaty Commission process that is a formal expression of reconciliation between First Nations and the Crown.

**AGREEMENTS AND OTHER ARRANGEMENTS:** self-governance, social, land, resource, economic development or other agreements negotiated between a First Nation or Indigenous partners and the Province both inside and outside of the B.C. treaty process that have the potential to impact local government.

**INDIGENOUS INITIATIVES:** other policy and initiatives relating to First Nations and Indigenous peoples, including those focused on reconciliation efforts, that have the potential to affect local government.

## **ROLES AND RESPONSIBILITIES RESPECTING CONSULTATION AND INFORMATION SHARING WITH LOCAL GOVERNMENTS**

### *The Province*

**THE PROVINCE** will initiate contact with a local government in the early stages of a negotiation process when:

- an agreement with a First Nation or Indigenous peoples will be negotiated; and
- the outcome of negotiations will affect the local government's interests, jurisdiction, operations or provision of services.

The Province will consult and exchange information in a timely manner with the local government according to the consultation and information sharing principles stated in this MOU. This will include, where applicable, agendas, work plans, documents for discussion and other relevant information in a timely manner.

The Province and the local government will jointly determine the level of the local government's involvement ranging from receiving information to participation at meetings and providing advice.

Where the local government and Indigenous partners agree, the provincial representatives will assist to coordinate a venue for relationship building, such as a working group, for local government and the First Nation to discuss and come to agreement on issues related to the future local government-First Nation relationship. The provincial representatives will give full and fair consideration to results produced and agreements reached through these discussions.

### *Local Government*

**LOCAL GOVERNMENTS** will serve as advisors to the Province in agreement development discussions that affect their interests, including:

- provincial treaty negotiations, until a negotiation is concluded and the treaty takes effect;
- engagement on overall negotiated agreements process changes; and
- local government-First Nations or Indigenous peoples relationship initiatives.

Based on their interests and the level of activity of a negotiated agreement or initiative, local governments and the Province will jointly determine the level of involvement ranging from receiving information to participation at meetings and providing advice as appropriate, including those that are treaty related, and negotiations including main tables, side tables, working groups and bilateral meetings.

Prior to the effective date, local government and the Province will discuss local government involvement in agreement implementation and make every effort to identify significant issues of interest to local government and how local government will be involved/informed.

On the effective date, the First Nations, Indigenous partners, and neighbouring local governments will engage directly with each other and continue to develop and build relationships.

Local governments are responsible for defining and sharing their interests and other relevant information with the Province related to negotiations and initiatives, fostering collaborative relationships, actively partnering to constructively resolve issues, supporting implementation, and advising the Province how their interests may be addressed.

Local governments will collectively determine how they will be organized to participate in a negotiation or initiative - e.g. as an alternate local government structure - and will advise the appropriate provincial representative of their chosen structure as well as the primary contact(s).

When participating at development discussions for negotiations, agreements or other initiatives, local government representatives are subject to any and all confidentiality rules and practices that apply to a negotiation, agreement or other initiative. They may, after consultation with the Province, share confidential information with their respective councils and regional district boards, other local governments, or local government structures, and with UBCM on an in camera basis.

**ENGAGEMENT BETWEEN  
THE PROVINCE AND UBCM**

**THE PROVINCE WILL SHARE INFORMATION** with UBCM and/or a body designated by the UBCM on the Province's approaches to the development of agreements and other initiatives with Indigenous partners. The Parties will work together on identifying the appropriate avenues for this consultation and information sharing to ensure clear and full understanding of the processes and activities underway.

Provincial representatives will consult and exchange information in a timely manner with UBCM on issues that have the potential to broadly affect local governments, including, but not limited to:

- changes to negotiated agreement process, and
- the implementation of B.C.'s *Declaration on the Rights of Indigenous Peoples Act*, the Calls to Action of the Truth and Reconciliation Commission, and relevant court decisions.

The Province will engage and provide information to UBCM on policy related to Indigenous initiatives and seek feedback.

UBCM will share information in a timely manner with the Province on emerging issues for local governments and initiatives relating to First Nations and Indigenous peoples.

UBCM will advise local government members of joint initiatives and engagement with the Province addressing First Nations and Indigenous peoples.

The Parties will work jointly on initiatives to foster equity, diversity and inclusion, build understanding and awareness and to further lasting and meaningful reconciliation.

The Parties may jointly develop an implementation plan to operationalize the MOU, including a schedule of meetings.

UBCM will monitor the progress of provincial information sharing, notification and consultation with local governments on relevant agreements with First Nations.

**REVIEW**

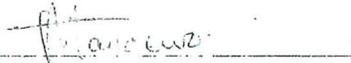
**THIS MOU WILL BE REVIEWED** three years from the date of signing unless the Parties jointly agree to an earlier review.



HONOURABLE MURRAY RANKIN  
Minister of Indigenous Relations and Reconciliation  
Province of British Columbia



BRIAN FRENKEL, PRESIDENT  
Union of British Columbia Municipalities



IRISH MANDEWO,  
CHAIR, INDIGENOUS RELATIONS COMMITTEE,  
Union of British Columbia Municipalities

DATE



## Planning Committee

Date: Tuesday, November 22, 2022

Place: Council Chambers  
Richmond City Hall

Present: Councillor Bill McNulty, Chair  
Councillor Alexa Loo  
Councillor Chak Au  
Councillor Carol Day  
Councillor Andy Hobbs

Also Present: Councillor Laura Gillanders (by teleconference)  
Councillor Kash Heed  
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 Planning Committee held on  
November 9, 2022, be adopted as circulated.*

**CARRIED**

**PLANNING AND DEVELOPMENT DIVISION**

**1. REFERRAL RESPONSE ON LAND USES ALONG THE STEVESTON WATERFRONT AND PROPOSED AMENDMENTS TO THE STEVESTON AREA PLAN AND ZONING BYLAW**

(File Ref. No. 08-4060-05-01/2022-Vol 01) (REDMS No. 6920288 v. 5)

Staff summarized the report noting that (i) the proposed amendments apply only to the waterfront for the lots on the south side of Bayview Street between 3<sup>rd</sup> Avenue and No 1 Road, (ii) the proposed changes are for removing the allowance for residential use and development to occur along the waterfront and the introduction of a waterfront, commercial industrial designation for this area, (iii) minor amendments are also proposed to remove a small group of non-residential uses from existing zoning in the area, and (iv) Steveston Area Plan and zoning amendments are proposed to establish a maximum building height of 9 metres for this area.

In response to queries from Committee, staff advised that amendments were made to the Steveston Area plan in 2017 reducing height and density along the south side of Bayview Street as a result of Council direction.

It was moved and seconded

- (1) *That Richmond Official Community Plan Bylaw 7100, Amendment Bylaw 10371, to revise the land use policies to no longer permit residential uses in the Steveston Village Riverfront area contained in Section 2.4 of the Official Community Plan (Steveston Area Plan), be introduced and granted first reading;*
- (2) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 10372, which revises the:*
  - (a) *“Steveston Commercial (CS2)” zoning district to not permit residential and related land uses on a site-specific basis at 3866 and 3900 Bayview Street;*
  - (b) *“Light Industrial (IL)” zoning district to not permit a residential security/operator unit on a site-specific basis at 3540 and 3880 Bayview Street and 12551 No. 1 Road; and*
  - (c) *“Steveston Commercial and Pub (ZMU10)” zoning district to remove residential and related land uses from the zone, be introduced and granted first reading;*

2.

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- (3) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 10394, which revises the “Steveston Commercial (CS2)”, “Light Industrial (IL)” and “Steveston Commercial and Pub (ZMU10)” zoning districts to not permit certain uses on a site specific basis at 3540, 3800, 3866, 3880, 3900 Bayview Street and 12551 No. 1 Road, be introduced and granted first reading;*
- (4) *That Richmond Official Community Plan Bylaw 7100, Amendment Bylaw 10392, to revise the permitted height of buildings to 9 m in the Steveston Village Riverfront area contained in Section 2.4 of the Official Community Plan (Steveston Area Plan), be introduced and granted first reading;*
- (5) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 10393, which revises the “Light Industrial (IL)” zoning district to implement a 9 m maximum permitted building height on a site-specific basis at 3540 and 3880 Bayview Street and 12551 No. 1 Road, be introduced and granted first reading;*
- (6) *That Richmond Official Community Plan Bylaw 7100, Amendment Bylaws 10371 and 10392, having been considered in conjunction with:*
  - (a) *the City’s Financial Plan and Capital Program; and*
  - (b) *the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans, is hereby found to be consistent with said programs and plans, in accordance with Section 477(3) (a) of the Local Government Act; and*
- (7) *That Richmond Official Community Plan Bylaw 7100, Amendment Bylaws 10371 and 10392, having been considered in accordance with Section 475 of the Local Government Act and the City’s Official Community Plan Bylaw Preparation Consultation Policy 5043, is found not to require further consultation.*

**Planning Committee**  
**Tuesday, November 22, 2022**

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The question on the motion was not called as discussion ensued regarding (i) public access to the boardwalk and the objective of providing a continuous walkway over the long term in this area, (ii) residential uses permitted in most zones in Steveston including the waterfront, (iii) the historical plan to have consistency along the waterfront in terms of design and height guidelines (e.g., the Cannery building), (iv) currently there are no 20 m height buildings along the waterfront, (v) most properties along the waterfront are owned by the Steveston Harbour Authority or have lease and ownership through Department of Fisheries and Oceans (DFO), (vi) rationale for not permitting residential uses, (vii) concerns about residential use being built on these small lots successfully, and (viii) this area has had commercial uses, without any residential use, for many years.

Brian Veljacic, Richmond resident, owner of lease property 3900 Bayview Street expressed his concerns about the proposed amendment to remove residential use as he has an active application for a text amendment in the area. He requested that his application be grandfathered allowing for his application to be approved under the current zoning.

Evan Dunfee, Richmond resident expressed his opposition to the recommendations and noted that Steveston's mixed use designation should be encouraged not eliminated and that one floor of residential space will not restrict waterfront access.

Further discussion ensued regarding (i) encouraging mixed commercial/residential use on waterfront lots, (ii) maintaining the character of the Steveston waterfront, and (iii) the need for a linear walkway along the waterfront.

As a result of the discussion, as there was agreement to deal with Parts (1), (2) (a) and (2)(b), (2)(c) separately.

The question on Part 1 was then called and was **DEFEATED** with Cllrs. Au, Hobbs and Loo opposed.

The question on Part 2(a) was then called and was **DEFEATED** with Cllrs. Au, Hobbs and Loo opposed.

The question on Parts 2(b) and 2(c) was then called and was **DEFEATED** with Cllrs. Au, Hobbs and Loo opposed.

The question on Parts (3) - (7) was then called and **CARRIED**.

**Planning Committee**  
**Tuesday, November 22, 2022**

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2. **APPLICATION BY RICK BOWAL FOR REZONING AT 8220 GILBERT ROAD FROM “SINGLE DETACHED (RS1/E)” ZONE TO “ARTERIAL ROAD TWO-UNIT DWELLINGS (RDA)” ZONE**  
(File Ref. No. RZ 21-926304) (REDMS No. 7020591)

Staff provided an overview of the application, and in response to queries, staff advised (i) that the entire stretch of Gilbert Road will be reviewed as part of the Official Community Plan (OCP) review; (ii) under current policy the applicants option would be to construct a single-family home, (iii) public consultations on the OCP review will occur in 2023, (iv) a memorandum is forthcoming updating Council on the OCP review timeline and scope, (v) Mirabel Court residents were actively involved in the lot size policy amendments and their concerns were that the west side of Gilbert Road and all of Mirabel Court remain single-family, and (vi) Crime Prevention through Environmental Design (CPTED) refers to an urban design technique, where sites are designed to promote safety and discourage criminal activity.

It was moved and seconded

*(1) That the following recommendation be forwarded to a Public Hearing:*

*(a) That Single-Family Lot Size Policy 5442 for the area generally bounded by Mirabel Court, Blundell Road, Gilbert Road and Lucas Road, in a portion of Sections 19 and 20 Block 4 North Range 6 West, be amended to exclude 8220 Gilbert Road from the Policy, as shown in the proposed draft Single-Family Lot Size Policy 5442 (Attachment 5).*

*(2) That Richmond Zoning Bylaw 8500, Amendment Bylaw 10428, for the rezoning of 8220 Gilbert Road from the “Single Detached (RS1/E)” zone to the “Arterial Road Two-Unit Dwellings (RDA)” zone, be introduced and given first reading.*

**CARRIED**

Opposed: Cllr. Day

3. **APPLICATION BY RICK BOWAL FOR REZONING AT 10851/10871 BIRD ROAD FROM “SINGLE DETACHED (RS1/E)” ZONE TO “SINGLE DETACHED (RS2/B)” ZONE**  
(File Ref. No. RZ 22-009258) (REDMS No. 7017339)

Staff summarized the report noting that (i) the proposed rezoning application will allow for subdivision of one single detached lot into two single detached lots, (ii) one two bedroom secondary suite is proposed on each of the new lots; (iii) two cedar trees located on the adjacent property will be retained and protected, and (iv) the applicant has agreed to plant four new trees on each proposed lot.

5.

**Planning Committee**  
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Discussion ensued regarding (i) existing uses of the property, and (ii) tree retention and replacement.

It was moved and seconded

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 10425, for the rezoning of 10851/10871 Bird Road from “Single Detached (RS1/E)” zone to “Single Detached (RS2/B)” zone, be introduced and given first reading.*

**CARRIED**

**4. MANAGER’S REPORT**

*Lulu Awards Ceremony*

Staff advised that the Lulu Awards Reception that will be held on November 28<sup>th</sup> prior to the Council Meeting in meeting room 1.004. The Lulu Awards will be presented at the Council meeting.

**ADJOURNMENT**

It was moved and seconded

*That the meeting adjourn (5:06 p.m.).*

**CARRIED**

Certified a true and correct copy of the Minutes of the meeting of the Planning Committee of the Council of the City of Richmond held on Tuesday, November 22, 2022.

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Councillor Bill McNulty  
Chair

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Raman Grewal  
Legislative Services Associate



# City of Richmond

## Report to Committee

**To:** General Purposes Committee

**Date:** October 24, 2022

**From:** Lisa Fedoruk  
Program Manager, Events

**File:** 11-7400-01/2022-Vol  
01

**Re:** City Events Program 2023

### Staff Recommendations

1. That the City Events Program 2023 as outlined in Table 1 of the staff report titled "City Events Program 2023," dated October 24, 2022, from the Director, Arts, Culture and Heritage Services be endorsed for the following events and initiatives:
  - a) Children's Arts Festival;
  - b) Richmond Cherry Blossom Festival;
  - c) Neighbourhood Celebration Grants Program;
  - d) Doors Open Richmond;
  - e) Steveston Salmon Festival;
  - f) Richmond Maritime Festival;
  - g) Supporting food security through community-driven events; and
  - h) Visioning Process for a Signature Multicultural Festival.
  
2. That expenditures totalling \$775,000 for the City Events Program 2023 with funding of \$73,000 from funds available in the Major Events Provision and \$702,000 from the Rate Stabilization Account be considered in the 2023 budget process.

*CM Fenwick*

Marie Fenwick  
Director, Arts, Culture and Heritage Services  
(604-276-4288)

Att. 1

REPORT CONCURRENCE		
<b>ROUTED TO:</b> Economic Development Finance Department Community Social Development Parks Services Recreation Services	<b>CONCURRENCE</b> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<b>CONCURRENCE OF GENERAL MANAGER</b>  <i>Elizabeth Ayers</i>
<b>SENIOR STAFF REPORT REVIEW</b>	<b>INITIALS:</b>  <i>CF</i>	<b>APPROVED BY CAO</b>  <i>Sever</i>

## Staff Report

### Origin

The purpose of this report is to provide Council with a proposed program of events for 2023 and an associated budget for planning purposes and for consideration as part of the 2023 budget process.

This report supports Council's Strategic Plan 2018-2022 Strategy #1 A Safe and Resilient City:

*Enhance and protect the safety and well-being of Richmond.*

*1.4 Foster a safe, caring and resilient environment.*

This report supports Council's Strategic Plan 2018-2022 Strategy #3 One Community Together:

*Vibrant and diverse arts and cultural activities and opportunities for community engagement and connection.*

*3.1 Foster community resiliency, neighbourhood identity, sense of belonging, and intercultural harmony.*

*3.2 Enhance arts and cultural programs and activities.*

*3.3 Utilize an interagency and intercultural approach to service provision.*

*3.4 Celebrate Richmond's unique and diverse history and heritage.*

This report supports Council's Strategic Plan 2018-2022 Strategy #4 An Active and Thriving Richmond:

*An active and thriving community characterized by diverse social and wellness programs, services and spaces that foster health and well-being for all.*

*4.1 Robust, affordable, and accessible sport, recreation, wellness and social programs for people of all ages and abilities.*

The City Events Program 2023 supports the following Strategic Directions set out in the *Richmond Arts Strategy*:

Strategic Direction #1: Ensure Affordable and Accessible Arts for All

*1.1.1 Review the City's offerings of free and low-cost arts programming and events, and assess required resources to keep cost barriers low.*

*1.1.2 Develop or expand opportunities to directly support individual artists, cultural organizations and venues that provide low and no cost public program delivery.*

Strategic Direction #2: Promote Inclusivity and Diversity in the Arts

- 2.1. *Celebrate Richmond's cultural diversity, history, growth and change as a community.*
- 2.1.5 *Connect with the diverse cultural communities of Richmond (including faith-based communities) to encourage sharing of art, food and music.*

The City Event Program 2023 supports the following Strategic Directions set out in the *Community Wellness Strategy*:

Focus Area #1: Foster healthy, active and involved lifestyles for all Richmond residents with an emphasis on physical activity, healthy eating and mental wellness.

Focus Area #2: Enhance physical and social connectedness within and among neighborhoods and communities.

The City Event Program 2023 supports the following Strategic Directions set out in the *Cultural Harmony Plan*:

Strategic Direction #1: Intercultural Connections

- 1.1 *Continue to recognize and celebrate Richmond's diverse cultures and unique heritage through intercultural celebrations and events.*
- 1.2 *Develop and implement a neighbourhood approach to facilitating positive intercultural exchange and understanding between Richmond's diverse cultural communities, such as community-based dialogues, storytelling, and sharing of art, food, and music.*
- 1.5 *Incorporate criteria into the City Grant program that supports programs and events that facilitate intercultural interaction and promote intercultural understanding.*

Strategic Direction #5: Programs and Services

- 5.4 *Strengthen relationships with various cultural and ethnic communities in order to integrate their arts, cultural and heritage practices into the City's programs and events.*

**Analysis**

Background

As part of the mix of programs and services delivered and supported by the City, events enrich the lives of residents by providing the opportunity for the community to connect, learn and celebrate together. Events contribute to social and economic well-being, provide valuable volunteer opportunities, build a sense of community and enhance our quality of life.

As Richmond continues to emerge from the challenges of COVID-19 and moves into restoring events and community programming to pre-pandemic levels, well-planned and appropriately scaled events that consider equity, access and cultural considerations will be an important means to maximize community connections and contribute positively to short and longer term social wellbeing outcomes.

The purpose of this report is to provide Council with a proposed program of events for 2023 and an associated budget. This proposed program for 2023 will enable staff to work with community partners to effectively support a number of key priorities in Council's Strategic Plan as well as a number of Council-approved strategies and plans. All activities will be planned and produced with Communicable Disease protocols in place, any emerging health authority directions should they arise, and in alignment with current City policies.

### City Events Strategy

On March 9, 2020, Council endorsed the following guiding principles for City events:

1. Build local capacity by prioritizing and investing in community-driven events;
2. Provide opportunities for Richmond residents and community groups to collaborate, contribute and participate;
3. Maximize social benefits to the community by fostering volunteerism and increasing sense of community pride and belonging;
4. Celebrate local themes and include programming that is uniquely Richmond;
5. Advance the City's environmental sustainability goals;
6. Ensure events are safe, well-organized and sustainably funded; and
7. Encourage and support the development of unique events with a regional draw that bring economic and community benefit, and raise the profile of Richmond.

Development of the City Events Strategy was put on hold given so many unknowns about the potential short and long term impacts of COVID-19. With the removal of restrictions on gatherings and with greater understanding and experience in safely delivering events, staff are now in a position to re-focus on advancing the strategy in 2023, with the goal to bring a strategy forward for Council consideration in the fall of 2023.

### Overview of 2022 City Events Program

The 2022 City Events Program included a mix of online and in-person engagement opportunities that provided opportunities for individuals, community groups, artists and local businesses to re-connect with each other and with community places and spaces. An overview of the 2022 City Events Program can be found in Attachment 1.

### Proposed 2023 City Event Program

The proposed 2023 City Events Program supports the delivery of a mix of events, including neighbourhood, community, and city-wide events that align with the Council-approved Guiding Principles, celebrating unique, local themes, and appealing to a range of age groups and interests, with a number of events offering the potential for a regional draw.

### **Children's Arts Festival**

*Proposed Program – February 20-24, 2023*

The Children's Arts Festival supports many of the Council-endorsed City Events Strategy guiding principles: providing opportunities for Richmond residents and community groups to collaborate, contribute and participate; increasing sense of community pride and belonging; celebrating local themes and including programming that is uniquely Richmond; and supporting the development of a unique event with a regional draw that raises Richmond's profile.

Similar to the 2022 program, the proposed 2023 program will include arts education experiences at partnering community centres. All programs will be led by professional artist instructors in a wide variety of arts disciplines including visual, literary, performance, media arts and more.

The proposed 2023 Children's Arts Festival's public day will include a more robust program, similar to pre-pandemic conditions, at the Richmond Library/Cultural Centre on Family Day on February 20, 2023 and will be hosted in partnership with the Richmond Arts Centre, Media Lab, Richmond Public Library, Richmond Art Gallery and Richmond Museum. The objective of the event is to engage Richmond's children and expand their horizons through a large assortment of culturally and artistically diverse activities such as:

- participatory art activations;
- drop-in art imagination stations;
- arts and culture workshops; and
- performances led by local artists and art educators.

The Children's Arts Festival represents a unique opportunity for residents, youth and artists to come together to build community. By introducing youth as early as possible to the arts the Festival strives to instill awareness and engagement in the arts and culture sector in the long term to fulfill the goals outlined in the Richmond's Arts Strategy.

*Proposed 2023 City Events Budget: \$60,000*

### **Richmond Cherry Blossom Festival**

*Proposed Program – April 2, 2023*

The Richmond Cherry Blossom Festival supports many of the Council-endorsed City Events Strategy guiding principles: building local capacity by investing in community-driven events; providing opportunities for Richmond residents and community groups to collaborate, contribute and participate; increasing sense of community pride and belonging; celebrating local themes and including programming that is uniquely Richmond; and supporting the development of a unique event with a regional draw that raises Richmond's profile.

As initially envisioned by the B.C. Wakayama Kenjin Kai, the Richmond Cherry Blossom Festival celebrates the natural and transient beauty of the 255 Akebono cherry trees in bloom at Garry Point Park, while providing festival visitors the opportunity to experience unique Japanese customs and tradition. Initial conversations with the Festival Directors indicate an interest in proceeding with planning for a return to an in-person Cherry Blossom Festival in Garry Point Park that features performances, demonstrations and hands-on activities provided by local Japanese craftspeople. Staff are working with the Festival Directors and the Sister City Advisory

Committee to consider options for incorporating recognition of the 50th anniversary of the City of Richmond's Sister City relationship with Wakayama into the festival.

The proposed budget represents an increase from previous years, to account for cost increases in event supplies such as tents and support services such as portable toilets and traffic management that will allow for well-controlled activations and adequate space for event volunteers and visitors.

*Proposed 2023 City Events Budget: \$45,000*

### **Doors Open Richmond**

*Proposed Program – June 3 and 4, 2023*

Doors Open Richmond is an annual two-day event featuring free opportunities to explore behind the scenes in Richmond's unique places. The event focuses on promoting intercultural understanding by prioritizing its partnerships with cultural, faith-based and civic partner sites. Working with these partner sites, Doors Open helps organizations and communities share their cultural practices with public in their own way and with their own voice.

For its 16th year, in 2023, the Richmond Museum is planning to host in-person programming at approximately 40 sites across the city, offer a shuttle bus program for sites of faith along No. 5 Road, and continue to provide digital media programming online. To enable the delivery of these activities, the event will also be supported once again by a robust volunteer ambassador program.

*Proposed 2023 City Events Budget: \$25,000*

It is proposed that any additional funds brought forward by Richmond Museum Society through grants or sponsorships to support this event be used for program enhancements.

### **Neighbourhood Celebration Grants Program**

*Proposed Program - 2023 or to offset City costs.*

The Neighbourhood Celebration Grants Program supports a number of the guiding principles of the City Events Strategy: building local capacity by investing in community-driven events; providing opportunities for Richmond residents and community groups to collaborate, contribute and participate; and maximizing social benefits to the community by fostering volunteerism and increasing sense of community pride and belonging. This program also supports the objectives of the Community Wellness Strategy, and offers opportunities to activate specific actions in the Cultural Harmony Plan at the grassroots level by incorporating criteria that prioritizes proposals that facilitate intercultural interaction and promote intercultural understanding.

The proposed 2023 Neighbourhood Celebration Grant Program will be launched in the first Quarter of 2023 in order to provide additional time to provide capacity-building support to prospective event planners.

*Proposed 2023 City Events Budget: \$75,000*

**Steveston Salmon Festival / Canada Day***Proposed Program – July 1, 2023*

The Steveston Salmon Festival supports many of the guiding principles of the City Events Strategy: building local capacity by investing in community-driven events; providing opportunities for Richmond residents and community groups to collaborate, contribute and participate; maximizing social benefits to the community by fostering volunteerism and increasing sense of community pride and belonging; celebrating local themes and including programming that is uniquely Richmond; and supporting the development of a unique event with a regional draw that raises Richmond's profile.

Taking feedback from community members, merchants and exhibitors, staff, and stakeholders into account, as well as considering the potential impacts of site preparation activities supporting the construction of the replacement Steveston Community Centre, it is recommended that the following elements be considered in planning for the 2023 Steveston Salmon Festival:

- Identify additional resources through the Steveston Community Society/Richmond Agricultural and Industrial Society (experienced volunteers and/or event contractors) to support the planning for a return of the parade;
- Identify additional resources through the Steveston Community Society/Richmond Agricultural and Industrial Society to support the Salmon Bake and Chow Mein Booth;
- Identify additional resources to support enhanced programming for children/families;
- Increase number of community food booths and/or food trucks outside of the Steveston Village;
- Consider collaboration with local businesses to provide a beer garden and main stage entertainment featuring local talent; and
- Explore options for a fireworks display and/or an alternative that will provide an end-of-day celebration.

*Proposed 2023 City Events Budget: \$300,000*

It is proposed that any additional funds brought forward by Steveston Community Society/Richmond Agricultural and Industrial Society through grants or sponsorship to support the Steveston Salmon Festival be used for program enhancements.

**Richmond Maritime Festival***Proposed Program – August 26 and 27, 2023*

The Richmond Maritime Festival embodies many of the guiding principles of the City Events Strategy - building local capacity by investing in community-driven events; providing opportunities for Richmond residents and community groups to collaborate, contribute and participate; maximizing social benefits to the community by increasing sense of community pride and belonging; celebrating local themes and including programming that is uniquely Richmond; and supporting the development of a unique event with a regional draw that raises Richmond's profile.

For its 20th year, the goal of the Richmond Maritime Festival continues to be to serve as Richmond's signature event showcasing the cultural and maritime heritage of Britannia Shipyards National Historic Site and Steveston. In 2023, this will be accomplished through interactive children's activities, as well as focusing on telling the stories of those who lived and worked along the Fraser River through artistic performances and heritage displays.

*Proposed 2023 City Events Budget: \$200,000*

It is proposed that any additional funds brought forward by Richmond Arts Coalition or Britannia Shipyards National Historic Site Society through grants and sponsorships to support this event be used for program enhancements.

**Supporting food security through community-driven events***Proposed Program - 2023*

Considering the positive community impact of the three farmers markets in different neighbourhoods in 2022, it is proposed that funding be allocated in 2023 to continue to support the existing markets as well as opportunities for other not-for-profit organizations to put forward proposals for community events that support food security and/or promotion of local food and food producers. This proposal directly supports priorities identified in the Community Wellness Strategy.

The 2023 program would meet the following program objectives:

- promoting local farmers and food producers;
- supporting and promoting options for Richmond residents to access local food in an outdoor setting; and
- highlighting opportunities through community events to promote food security/address food insecurity in innovative ways.

*Proposed 2023 City Events Budget: \$30,000***#RichmondHasHeart***Proposed Program - 2023*

Given that the #RichmondHasHeart program was initiated as a response to the pandemic, it is recommended that it be discontinued for 2023. It is proposed that a model that will allow for evaluation of emerging priorities and opportunities brought forward by the community be considered as part of the City Event Strategy development process.

*Proposed 2023 City Events Budget: \$0***Visioning for a Signature Multicultural Festival***Proposed Program – 2023*

Funding was allocated in 2022 to undertake a visioning and consultation process to develop the scope and plan for a uniquely Richmond multicultural celebration. Given evolving conditions due to the pandemic and the recognition that this proposed visioning process could be rolled into a more fulsome stakeholder and community engagement process to support the development of a City Events Strategy in 2023, this visioning process was not completed in 2022 and none of the available funding for this process was spent.

Including a signature festival in Richmond's program of annual events that involves and truly represents residents from the diverse cultural groups who call Richmond home is aligned with the priorities identified in both the Cultural Harmony Plan and the Richmond Arts Strategy. It is proposed that as a key component in the development of a City Events Strategy, the City undertake a visioning and consultation process to develop the scope and plan for a uniquely Richmond multicultural celebration that engages community members, cultural leaders, community service organizations, ethno-cultural and faith groups, arts and cultural organizations

and local businesses. This process could involve a series of facilitated design thinking sessions to capture community members’ imaginations to collaboratively identify what a “Made in Richmond” celebration of cultural harmony could look like.

*Proposed 2023 City Events Budget: \$40,000*

Table 1: 2023 Proposed City Event Program and Budget

<b>Event</b>	<b>2022 City Events budget</b>	<b>Total proposed 2023 City Events budget</b>	<b>Unspent 2022 funds available in Major Event Provision</b>
Children’s Arts Festival (CAF)	\$60,000	\$60,000	\$28,000
Richmond Cherry Blossom Festival	\$35,000	\$45,000	\$5,000
Doors Open Richmond	\$20,000	\$25,000	
Neighbourhood Celebration Grants Program	\$75,000	\$75,000	
Steveston Salmon Festival / Canada Day	\$200,000**	\$300,000	
Richmond Maritime Festival	\$200,000	\$200,000	
Supporting food security through community-driven events	\$30,000	\$30,000	
Richmond Has Heart	\$40,000	0	
Visioning for a Signature Multicultural Festival	\$40,000	\$40,000	\$40,000
<b>Total</b>	<b>\$700,000</b>	<b>\$775,000</b>	<b>\$73,000</b>

\*\*2022 Steveston Salmon Festival was supported by \$45,000 in federal funding, \$107,780 in provincial funding, and \$9,000 in community-level sponsorships. It is anticipated that the provincial funding may not be available in 2023.

**Financial Impact**

The Council-approved City funding for the 2022 City Events Program was \$700,000; however, the overall budget for a number of events was supplemented with grants and sponsorships received by community partners.

The Council-approved budget for the City Events program in 2019, the last year that events were delivered at full capacity, was \$1,345,000.

Staff propose a total 2023 City Events Program budget of \$775,000, with funding of \$73,000 from funds available in the Major Events Provision and \$702,000 from the Rate Stabilization Account to be considered in the 2023 budget process.

**Sponsorship**

Given the impacts of COVID-19, between 2020 and 2022, event sponsorships have been opportunistic and small scale (e.g. 2022 Steveston Salmon Festival secured several small community sponsorships totalling \$ 9,000).

In 2023, staff plan to work with community partners to secure community-level sponsors where feasible and appropriate. A more comprehensive sponsorship strategy will be reviewed and considered as part of the Event Strategy for 2024 and beyond.

## Conclusion

Events enrich the lives of residents by providing the opportunity for the community to connect, contribute, learn and celebrate together. They contribute to social and economic well-being, fostering community resiliency, building community capacity and a sense of community identity and contribute to a vibrant city with a strong sense of place and distinct identity. A program of events for 2023 that is flexible enough to be delivered online or in person in response to the pandemic and in alignment with the Restoring Richmond Plan will allow the City to work collaboratively with a range of community organizations to safely deliver on a number of priorities identified in Council's Strategic Plan and contribute to the quality of life of Richmond residents.



Lisa Fedoruk  
Program Manager, Events  
(604-276-4320)

Att. 1: Overview of 2022 City Events Program

## Overview of 2022 City Events Program

The 2022 City Events Program included a mix of online and in-person engagement opportunities that provided opportunities for individuals, community groups, artists and local businesses to re-connect with each other and with community places and spaces.

### **2022 Children’s Arts Festival**

The annual Children’s Arts Festival is the City’s signature event for children aged 3 to 12 years and includes two components: A public day and school days. Arts Services, Recreation and Sport Services and Richmond School District No. 38, supported by the Richmond Public Library and the Gateway Theatre Society, worked collaboratively to deliver this year’s program with pandemic limitations in mind. In 2022, the Festival’s school program was expanded with students attending venues throughout Richmond over a period of 10 days. These locations included:

- Richmond Library/Cultural Centre (Library, Art Gallery, Museum, Arts Centre, Media Lab, Public Art);
- Gateway Theatre;
- West Richmond, Hamilton, Cambie, Thompson, South Arm, and Steveston Community Centres; and
- Brighthouse, Hamilton and Mitchell Elementary Schools.

In all, 1,770 children from 14 local elementary schools took part in creative, educational activities led by 23 program leaders, many by simply walking to their local community centre.

For the general public, there were a limited number of in-person registered offerings and self-guided opportunities at the Richmond Library/Cultural Centre on Family Day, Monday, February 21, 2022, attended by approximately 600 people.

### **2022 Richmond Cherry Blossom Festival**

Following the cancellation of the 2020 Cherry Blossom Festival and the pivot to an entirely virtual event in 2021 and again in 2022, the 2022 online festival launched on Sunday, April 10 at [www.richmondcherryblossomfest.ca](http://www.richmondcherryblossomfest.ca) and on signage installed in Garry Point Park with QR codes directing visitors to the online program. Celebrating the arrival of spring and the blooming of the park’s 255 Akebono cherry trees, the program, developed in collaboration with the Festival Directors from the Wakayama Kenjin Kai, featured eleven participatory “how to” videos along with recorded musical performances and Japanese cultural demonstrations. The theme of the 2022 festival was the Japanese words 絆 (KIZUNA), or “the bonds or connections between people”.

Social media content reached more than 66,000 individuals and the videos were viewed more than 7,200 times. The website saw close to 7,400 new users throughout the cherry blossom season, resulting in more than 16,000 page views.

### **2022 Doors Open Richmond**

The 15th edition of Doors Open Richmond was presented from June 2 – 5, 2022 and featured 35 partner sites offering a variety of online and in-person experiences based on each organization’s capacity and preference. This included 15 sites offering virtual experiences through social media

platforms using #DoorsOpenRichmond and the Richmond Museum website; 11 sites hosting in-person tours booked in advance; and 10 sites available for drop-in visitation.

Participation in the in-person programming was strong, with most pre-booked tours filling up in advance of the event. This included a guided bus tour featuring sites along the Highway to Heaven that included stops at the Az-Zahraa Islamic Centre, Richmond Jamia Mosque, and Lingyen Mountain Temple. There were over 10,000 in-person visits to sites recorded throughout the weekend.

Public participation in this year's online content was also robust with a total reach of more than 68,500 unique users on social media and over 2,255 video views.

### **2022 Neighbourhood Celebration Grants Program**

The Richmond Neighbourhood Celebration Grant Program was originally established in 2017 as part of the Richmond Canada 150 program to help small, Richmond-based non-profit organizations and neighbourhood groups plan and execute community-building events that connect residents with their local streets, parks and green spaces, and each other.

The launch of the Neighbourhood Celebration Grant Program was announced to the public on May 2, 2022 via the City website, various social media channels, through targeted communications to previous program applicants and in community facilities throughout Richmond. Groups of residents, artists, community champions and community organizations were invited to submit creative proposals for initiatives that offered opportunities to (re)connect residents of diverse backgrounds through shared experiences that could be delivered by the end of 2022.

In total, 105 applications were received by the May 23, 2022 deadline, nearly double the amount received when the program was launched in 2019. Applicants included Parent Advisory Councils, student groups, neighbourhood and strata groups, and non-profit societies.

Of the 105 applicants, 61 projects were recommended for funding totalling \$74,947.96.

### **2022 Steveston Salmon Festival / Canada Day**

The 75th Anniversary Steveston Salmon Festival was successfully delivered in alignment with the vision for the re-imagined festival, providing a much-welcomed family-friendly opportunity for tens of thousands of residents and volunteers to re-connect with each other in person for the first time in three years. Many visitors appreciated the expanded footprint and entertainment that was spread out across the Steveston community.

The activities planned and promoted under the 75th Anniversary Steveston Salmon Festival in 2022 included:

- June 25-26: A pop-up video booth and Steveston Salmon Festival Float at the Kite Festival at Garry Point Park;
- June 30: Drive thru Salmon Sale; and

- July 1:
  - A re-imagined, Steveston Salmon Festival Parade, including a walk, roll or bike-through festival featuring local entertainment and a variety of food options, from 10 a.m. to 4 p.m. that stretched across four “zones” - Garry Point, Steveston Village, Community Centre and Britannia Shipyards;
  - A welcome ceremony including local, federal and provincial government and First Nations representatives;
  - Traditional Steveston Salmon Festival programming including the Japanese Cultural Show; Horticulture Show and Art Show;
  - Programming to celebrate the 75th anniversary of the Steveston Salmon Festival, that included a pop-up video booth capturing festival and community reflections and the #My SammySelfie contest; and
  - Complementary online and city-wide Canada Day engagement opportunities including a Livestream of the Welcome Ceremony on July 1.

Communications and promotions were focused on digital marketing and traditional advertising targeting a local (Richmond) audience and pointing people to the festival website [www.stevestonsalmonfest.ca](http://www.stevestonsalmonfest.ca) for more information. Between May 4 and July 1, 28,240 users accessed the website. 700 people viewed the Livestream of the Welcome Ceremony on July 1, and 17 community members entered the #MySammySelfie contest on Instagram.

The 2022 festival was delivered in partnership with the City and Steveston Community Society/Richmond Agricultural and Industrial Society, with the support of a number of external contractors and 136 community volunteers recruited through [icanhelp.richmond.ca](http://icanhelp.richmond.ca). A framework is in place for continued collaboration between Steveston Community Society/Richmond Agricultural and Industrial Society and the City to work together to plan and deliver future festivals with the support of external contractors. This year’s planning included expanded stakeholder engagement, including with the Steveston Heritage sites, Steveston Merchants Association, Tourism Richmond, Richmond School District and Steveston Harbour Authority, and it is anticipated that these groups will be interested in continuing to be involved in future festivals.

### **2022 Richmond Maritime Festival**

The 19th annual Richmond Maritime Festival returned to its fully in-person format after two years of virtual and hybrid programming. The event program included: maritime-themed décor and installations throughout the site; roving performances; “pop-up” style heritage storytellers; 12 food and beverage vendors; 10 community outreach partners, and 12 wooden and working boats along the dock that included several locally significant, restored heritage boats.

Participation highlights include:

- In-person attendance at the Festival is estimated at 40,000 visitors to the site over the two days;
- The [richmondmaritimefestival.ca](http://richmondmaritimefestival.ca) website was visited by just over 16,800 users leading up to and through the festival weekend;
- Interest in the festival prior to and during the event dates on social media and through digital promotional content generated over 550,000 impressions;

- More than 50 artists, performers, and heritage storytellers contributed to the festival programming; and
- Approximately 87 volunteers contributed over 660 hours to deliver the event.

### **Supporting food security through community-driven events**

When Farm Fest at Garden City Lands was cancelled in 2020 due to COVID-19, staff were given direction to direct a portion of the funding allocated to that event to support a local farmers market. Due to the relatively high cost for the City to host a single day farmers market on the Garden City Lands, in 2021, Council directed \$20,000 be allocated to support and enhance existing markets. Considering the positive community impact of two farmers markets in 2021, \$30,000 in funding was allocated in 2022 to further support the expansion of existing markets as well as expanding the funding eligibility to include support for community events related to food security and/or promotion of local food and food producers.

In 2022, this funding was used to support:

- Kwantlen St. Farmer's Market (market dates April 26 – November 8);
- Sharing Farm Society (providing enhanced opportunities for local farmers and food security organizations to activate as part of the return of the Garlic Festival);
- Steveston Farmers and Artisans Market (market dates May 8 – Sept 18); and
- Urban Bounty (pilot pocket farmers market in Hamilton running through 2022)

### **#RichmondHasHeart**

The #RichmondHasHeart program was initiated in Spring 2020 in response to the rapidly evolving COVID-19 pandemic. The original objectives of the program included building community spirit and pride and amplifying actions happening organically across the community to show support for front line, essential services and health care workers, and first responders.

In 2022, funding was allocated under the #RichmondHasHeart umbrella for City-directed initiatives that met the following objectives:

- Support participatory activities reflective of the themes of re-connection and in support of local artists, businesses and community organizations that are uniquely Richmond;
- Collaborate with community partners, local businesses and Richmond-based artists to animate local business districts, parks and open spaces, and invite residents back to rediscover neighbourhood offerings and local entertainment; and
- Include programming elements that support priority themes identified in the Cultural Harmony Plan.

Highlights included the following:

- Public programming to support Richmond Art Gallery's *Nourish* exhibition included a series of events that encouraged intercultural exchange through a common interest – food;
- Support for the Steveston Spot Prawn & Seafood Celebration, a collaboration between Tourism Richmond and Steveston Harbour Authority that featured interactive stories of Steveston's fishing history throughout the village, spot prawn sales on the docks directly from local fishing boats, opportunities to learn from professional chefs on the culinary

stage and the invitation to visit local restaurants to enjoy innovative spot prawn-inspired recipes;

- Collaboration with the Big Print Steveston event, which supported six artists from local Musqueam and Japanese Canadian communities to carve unique 4 ft x 8 ft woodblocks, which were then inked and printed on the Labour Day weekend using a full-size City of Richmond steamroller as a press;
- The launch of the first phase of the Rain-Activated Mural Program with a call for budding artists to submit their own stencil designs. Four local professional artists translated submissions from Richmond residents describing the special attributes of their neighbourhoods into graphic designs that were made into stencils. The second phase will feature installation of the selected artworks on neighbourhood sidewalks and public plazas using an eco-friendly hydrophobic paint that is only visible when wet; and
- Support for the *Winter in the Village* initiative, with enhanced creative programming in Steveston Village to complement the festive lighting and individual events planned by the Steveston Merchants Association, Tourism Richmond and the Steveston Heritage sites.



**To:** Planning Committee

**Date:** November 7, 2022

**From:** Wayne Craig  
Director, Development

**File:** RZ 22-009258

**Re:** **Application by Rick Bowal for Rezoning at 10851/10871 Bird Road from “Single Detached (RS1/E)” Zone to “Single Detached (RS2/B)” Zone**

**Staff Recommendation**

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10425, for the rezoning of 10851/10871 Bird Road from “Single Detached (RS1/E)” zone to “Single Detached (RS2/B)” zone, be introduced and given first reading.

Wayne Craig  
Director, Development  
(604-247-4625)

WC:ac  
Att. 8

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Affordable Housing	<input checked="" type="checkbox"/>	

## Staff Report

### Origin

Rick Bowal has applied to the City of Richmond for permission to rezone 10851/10871 Bird Road “Single Detached (RS2/E)” zone to the “Single Detached (RS2/B)” zone in order to permit the property to be subdivided into two lots with access from Bird Road. A location map and aerial photo are provided in Attachment 1. A survey showing the proposed subdivision plan is provided in Attachment 2.

### Findings of Fact

A Development Application Data Sheet providing details about the development proposal is provided in Attachment 3.

#### Subject Site Existing Housing Profile

There is an existing non-conforming duplex (two-unit dwelling) on the subject site. The existing duplex is not strata titled. Both units are currently renter occupied and each unit contains an unauthorized secondary suite that is also tenanted.

### Surrounding Development

Development immediately surrounding the subject site is as follows:

To the North: A BC hydro line corridor on a provincially-owned parcel zoned “School & Institutional Use (SI)”.

To the South: Across Bird Road, single a single family home on a lot zoned “Single Detached (RS1/B)” and a two-unit dwelling on a lot zoned “Single Detached (RS1/E)”.

To the East: A two-unit dwelling on a lot zoned “Single Detached (RS1/E)” at 10891/10911 Bird Road with vehicle access from Bird Road, and a single family home at 3191 Shell Road on a lot zoned RS1/E with access from Shell Road.

To the West: A single family home on a lot zoned “Single Detached (RS1/B)” fronting Bird Road.

### Related Policies & Studies

#### Official Community Plan/East Cambie Area Plan

The subject property is designated as “Neighbourhood Residential” in the Official Community Plan (OCP) and is located in the East Cambie Planning Area. The East Cambie Area Plan’s Land Use Map designation for this property is “Residential (Single-Family Only)” (Attachment 4). This redevelopment proposal is consistent with these designations.

### Single Family Lot Size Policy 5424/Zoning Bylaw 8500

The subject property is located within the area covered by Lot Size Policy 5424, adopted by City Council in 1989 (Attachment 5). The Policy permits properties along Bird Road to be rezoned and subdivided in accordance with the provisions of the “Single Detached (RS1/B)” zone. Each proposed lot at the subject site will be approximately 12.1 m (40 ft.) wide and approximately 600 m<sup>2</sup> (6,458.35 ft<sup>2</sup>) in area which conforms to the RS1/B zone. The proposed rezoning complies with the Lot Size Policy.

### Aircraft Noise Sensitive Development (ANSD) Policy

The ANSD Policy applied to the subject site, which is located within the “Aircraft Noise Notification Area (Area 4)”. In accordance with this Policy, all aircraft noise sensitive land uses may be considered. Prior to rezoning adoption, the applicants are required to register an aircraft noise sensitive use covenant on Title to address public awareness and to ensure aircraft noise mitigation is incorporated into dwelling design and construction.

### Ministry of Transportation & Infrastructure Approval

As the subject site is located within 800 m of an intersection of a Provincial Limited Access Highway and a City road, this redevelopment proposal was referred to the Ministry of Transportation and Infrastructure (MOTI) for review and comment. Preliminary confirmation has been received from MOTI indicating that they have no objections to the proposed redevelopment and that preliminary approval has been granted for a period of one year. Final approval from MOTI is required prior to final adoption of the rezoning bylaw.

### Floodplain Management Implementation Strategy

The proposed redevelopment must meet the requirements of the Richmond Flood Plain Designation and Protection Bylaw 8204. Registration of a flood indemnity covenant on Title is required prior to final adoption of the rezoning bylaw.

### **Public Consultation**

A rezoning sign has been installed on the subject property. Staff have not received any comments from the public about the rezoning application in response to the placement of the rezoning sign on the property.

Should the Planning Committee endorse this application and Council grant first reading to the rezoning bylaw, the bylaw will be forwarded to a Public Hearing, where any area resident or interested party will have an opportunity to comment. Public notification for the Public Hearing will be provided as per the *Local Government Act*.

### **Analysis**

This redevelopment proposes to rezone and subdivide the subject site into two new single-family lots with vehicle access from Bird Road.

### Existing Legal Encumbrances

There is an existing 6 m wide Statutory Right-Of-Way (SRW) for City sanitary service services that runs east-west through the rear portion of the subject site. The applicant has been advised that no building encroachment into the SRW is permitted.

There is also an existing BC Hydro Statutory SRW for overhead transmission lines at the rear of the property. The SRW that no building encroachment into the SRW is permitted and that any trees or growth that interfere with the transmission lines may be cleared or topped by BC Hydro.

### Transportation and Site Access

Vehicle access to the proposed lots is from Bird Road via separate driveway crossings and driveways. The conceptual plan (Attachment 6) demonstrates that the existing location of the driveways will be maintained. A new sidewalk and landscaped boulevard is to be installed along Bird Road frontage as part of a Servicing Agreement outlined in the Site Servicing and Frontage Improvements section.

### Tree Retention and Replacement

The applicant has submitted a Certified Arborist's Report; which identifies on-site and off-site tree species, assesses tree structure and condition, and provides recommendations on tree retention and removal relative to the proposed development. The Report assesses six (6) bylaw-sized trees on the subject property two (2) trees on neighbouring properties, and one (1) street tree on City property.

The City's Tree Preservation Coordinator and City Parks Department have reviewed the Arborist's Report and supports the Arborist's findings, with the following comments:

- Six trees on site tag#29 (Threadleaf False cypress, 37 cm caliper), tag#30 (cherry, 65 cm caliper), tag#31 (plum, 24 cm caliper), tag#32 (pear, 37 cm caliper), tag#33 (pear, 27 cm caliper) and tag#34 (plum, 64 cm caliper) exhibit either sparse canopy, have been previously topped or are damaged. Two trees (Trees #29 and #30) are in poor condition exhibiting mechanical damage at their base and roots. Four trees (Trees #31, 32, 33 and 34) are located within a Statutory Right-Of-Way (SRW) for City sanitary services and were historically topped due to the proximity of overhead BC Hydro transmission lines that run the width of the site. These trees are recommended for removal with replacement at a 2:1 ratio.
- Two trees tag#os1 (Western Red cedar, 56 cm caliper) and tag#os2 (Western Red cedar, 50 cm caliper) located on the adjacent neighbouring property to the east are identified and in good condition and are to be retained and protected. An additional side yard setback (increasing from 1.2m to 4.27m) will be required for a portion of the side yard to allow for retention of these trees. Provide tree protection as per City of Richmond Tree Protection Information Bulletin Tree-03.
- One tree tag#ci28 (cherry, 55 cm caliper) located on city property is in poor condition with signs of root rot and a long vertical crack in the stem. As such, the tree is recommended for removal with compensation provided.

*Tree Replacement*

The applicant wishes to remove six on-site trees (Trees # 29, 30, 31, 32, 33 and 34). The 2:1 replacement ratio would require a total of 12 replacement trees. The applicant has agreed to plant four (4) trees on each lot proposed; for a total of eight (8) trees. The applicant communicated that they were unable to find suitable locations of additional trees to be planted on site. This is reasonable given the presence of a City and BC Hydro SRWs on the site. No planting of trees is permitted in the SRW for City sanitary services. Trees planted in the BC Hydro SRW for overhead transmission lines may be topped by BC Hydro if they pose a threat to safety and operation.

The required replacement trees are to be of the following minimum sizes, based on the size of the trees being removed as per Tree Protection Bylaw No. 8057.

No. of Replacement Trees	Minimum Caliper of Deciduous Replacement Tree	Minimum Height of Coniferous Replacement Tree
8	8 cm	4 m

The applicant will submit a Landscape Security of \$6,000.00 (\$750/tree) to ensure that a total of eight (8) trees (four on each lot) are planted and maintained on each lot.

To satisfy the 2:1 replacement ratio established in the OCP, the applicant will contribute \$3,000.00 to the City’s Tree Compensation Fund in lieu of the remaining four trees that cannot be accommodated on the subject property after redevelopment.

In addition, prior to rezoning adoption the applicant shall provide \$1,500.00 to be allocated to the City’s Tree Compensation fund in compensation for the removal of the City tree (Tag #ci28).

*Tree Protection*

Two Western Red cedar trees on the neighbouring property (#os1 and os2) are to be retained and protected. The applicant has submitted a tree protection plan showing the trees to be retained and the measures taken to protect them during development stage (Attachment 7). Staff worked with the applicant team to ensure that the proposed Lot 2 building envelope has been purposely modified to facilitate the retention of the two cedar trees.

To ensure that the trees identified for retention are protected at development stage, the applicant is required to complete the following items:

- A legal agreement will be registered on Title as a condition of rezoning to ensure that upon Building Permit issuance the Tree Protection Zones and additional minimum side yard setback requirement for a portion of the east side yard of proposed Lot 2 building envelope from 1.2 m to 4.27 m is maintained consistent with the Tree Management Plan (Attachment 7).
- Prior to final adoption of the rezoning bylaw, submission to the City of a contract with a Certified Arborist for the supervision of all works conducted within or in close proximity to tree protection zones.

The contract must include the scope of work required, the number of proposed monitoring inspections at specified stages of construction, any special measures required to ensure tree protection, and a provision for the arborist to submit a post-construction impact assessment to the City for review.

- Prior to demolition of the existing dwelling on the subject site, installation of tree protection fencing around all trees to be retained. Tree protection fencing must be installed to City standard in accordance with the City's Tree Protection Information Bulletin Tree-03 prior to any works being conducted on-site, and remain in place until construction and landscaping on-site is completed.

### Affordable Housing Strategy

The City's Affordable Housing Strategy for single-family rezoning applications requires a secondary suite or coach house on 100 per cent of new lots created through single-family rezoning and subdivision applications; a secondary suite or coach house on 50 per cent of new lots created and a cash-in-lieu contribution to the City's Affordable Housing Reserve Fund of the total buildable area of the remaining lots; or a cash-in-lieu contribution of the total buildable area of all lots where a secondary suite cannot be accommodated in the development.

Consistent with the Affordable Housing Strategy, the applicant has proposed to provide a two-bedroom secondary suite in each of the dwellings to be constructed on the new lots, for a total of two suites. The secondary suite on Lot 1 will be a minimum of 71.71m<sup>2</sup> (772 ft<sup>2</sup>) while the secondary suite on proposed Lot 2 will be a minimum of 80.73m<sup>2</sup> (869 ft<sup>2</sup>). Prior to the adoption of the rezoning bylaw, the applicant must register a legal agreement on Title to ensure that no Building Permit inspection is granted until a minimum two-bedroom secondary suite of 71.71m<sup>2</sup> (772 ft<sup>2</sup>) is constructed on proposed Lot 1 and a minimum two-bedroom secondary suite of 80.73m<sup>2</sup> (869 ft<sup>2</sup>) is constructed on proposed Lot 2 to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.

### Site Servicing and Frontage Improvements

At the subsequent subdivision stage, the applicant must enter into a Servicing Agreement for the design and construction of the required site servicing works and improvements outlined in Attachment 8, including the installation of a new sidewalk along the Bird Road frontage and the installation of a new sanitary connection to service both lots.

In addition, at the subdivision stage the applicant is required to pay the current year's taxes, Development Cost Charges (City, Metro Vancouver and TransLink), School Site Acquisition Charges, and Address Assignment Fees.

### **Financial Impact or Economic Impact**

The rezoning application results in an insignificant Operational Budget Impact (OBI) for off-site City infrastructure (such as roadworks, waterworks, storm sewers, sanitary sewers, street lights, street trees and traffic signals).

## Conclusion

The purpose of this rezoning application is to rezone the property 10851/10871 Bird Road from the “Single Detached (RS1/E)” zone to the “Single Detached (RSB/2)” zone, to permit the property to be subdivided to create two lots.

The rezoning application complies with the land use designation and applicable policies contained within the OCP, East Cambie Area Plan and Lot Size Policy 5424 for the subject site.

The list of rezoning considerations is included in Attachment 8; which has been agreed to by the applicant (signed concurrence on file).

On this basis, it is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 10425 be introduced and given first reading.



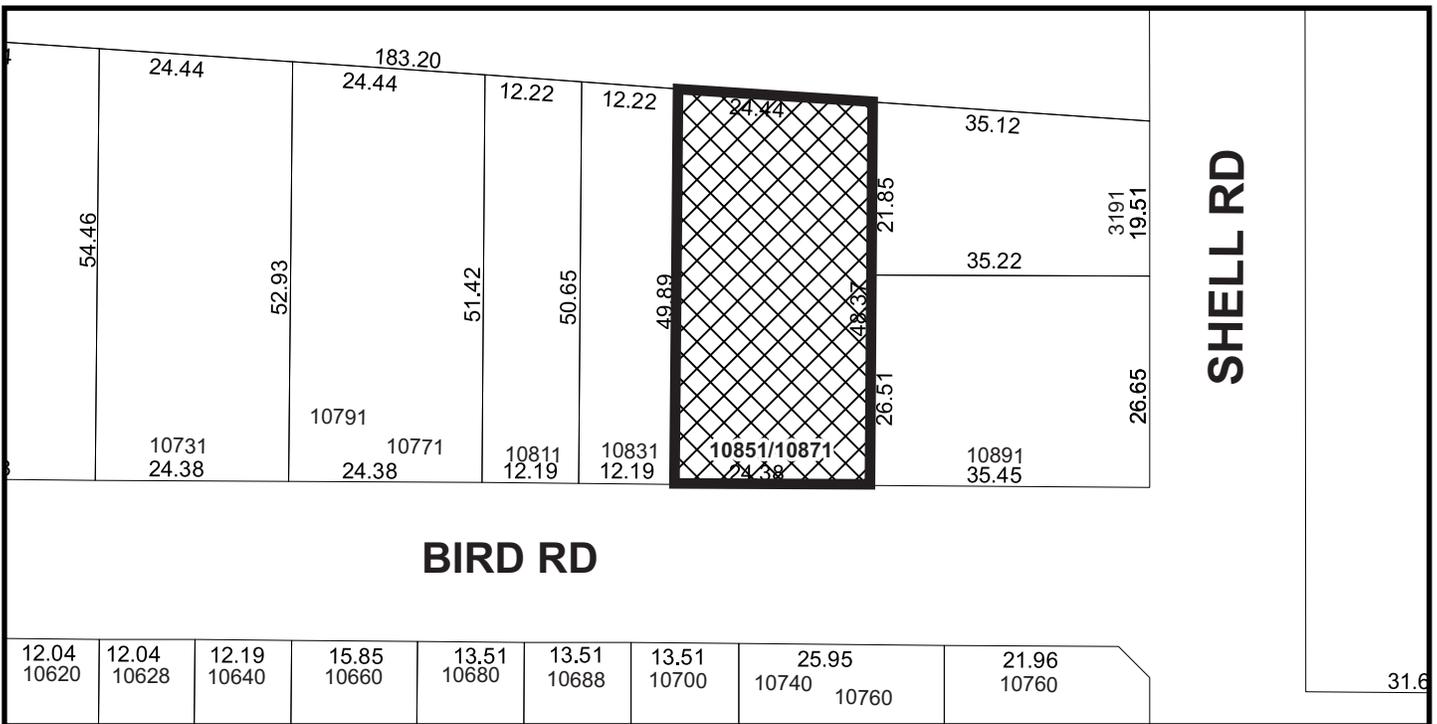
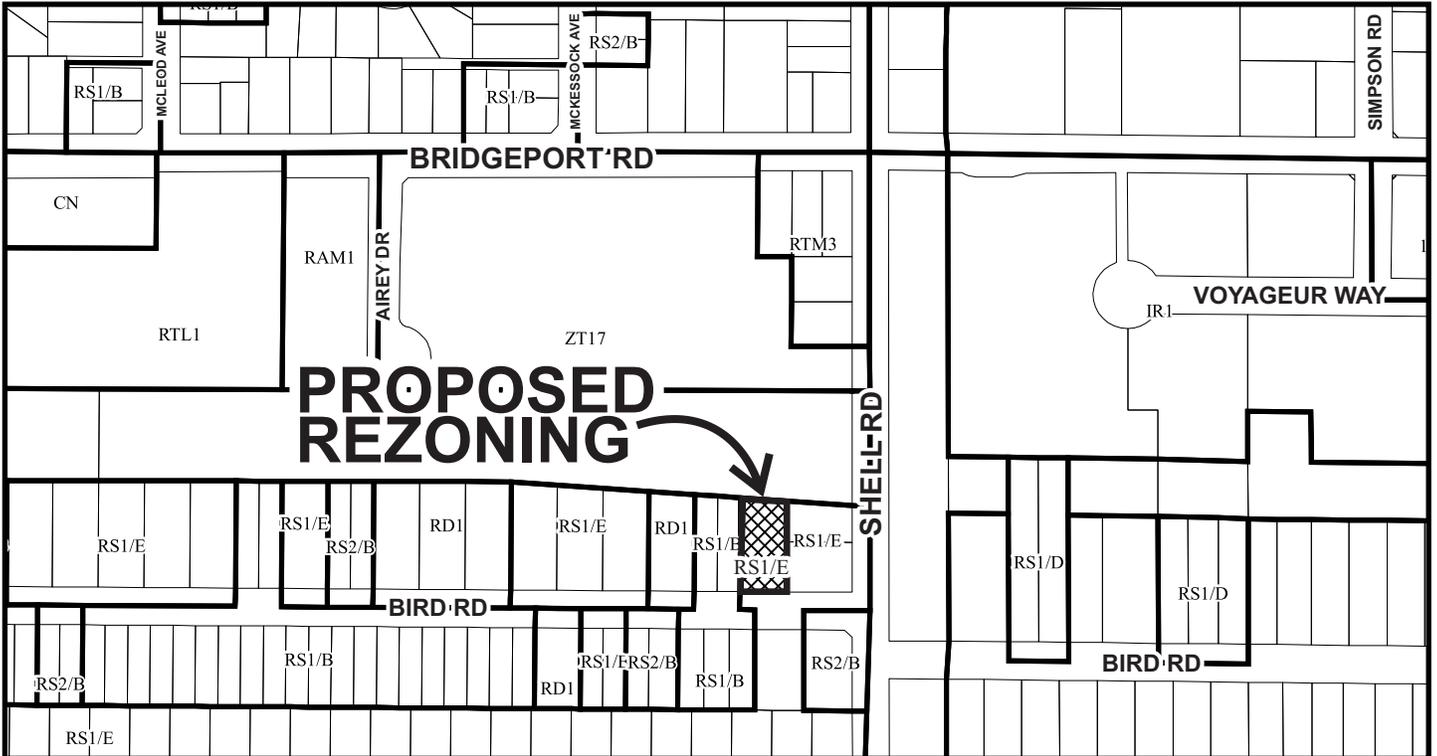
Alexander Costin  
Planning Technician – Design  
(604-276-4200)

AC:js

- Att. 1: Location Map/Aerial Photo  
2: Site Survey and Proposed Subdivision Plan  
3: Development Application Data Sheet  
4: East Cambie Area Plan  
5: Single Family Lot Size Policy 5424  
6: Conceptual Development Plan  
7: Tree Retention Plan  
8: Rezoning Considerations



City of  
Richmond



# RZ 22-009258

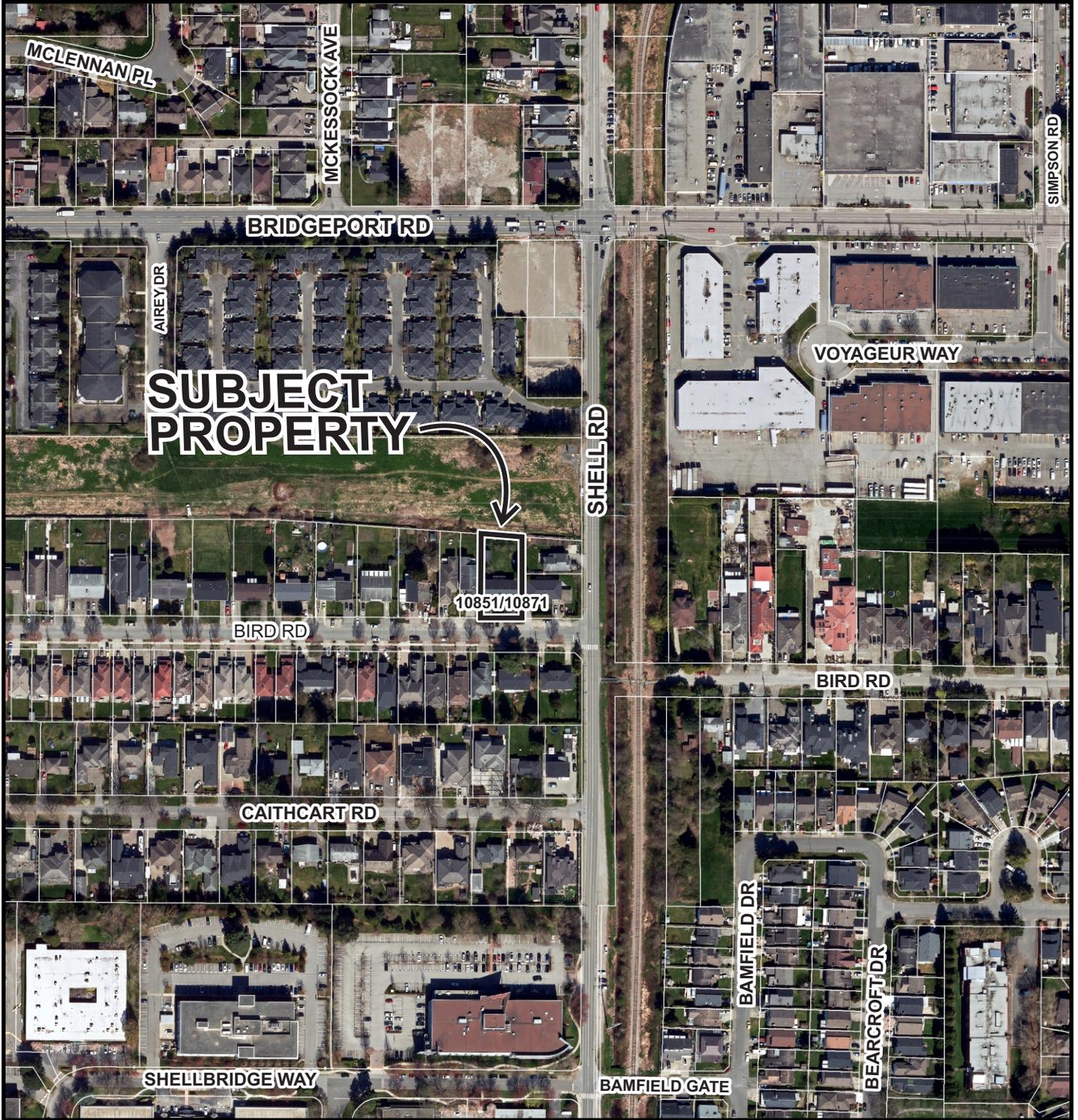
Original Date: 04/07/22

Revision Date:

Note: Dimensions are in METRES



City of  
Richmond



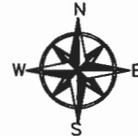
RZ 22-009258

Original Date: 04/07/22

Revision Date:

Note: Dimensions are in METRES

**TOPOGRAPHIC SURVEY AND PROPOSED SUBDIVISION OF LOT 55  
BLOCK "B" SECTION 26 BLOCK 5 NORTH RANGE 6 WEST  
NEW WESTMINSTER DISTRICT PLAN 14105**



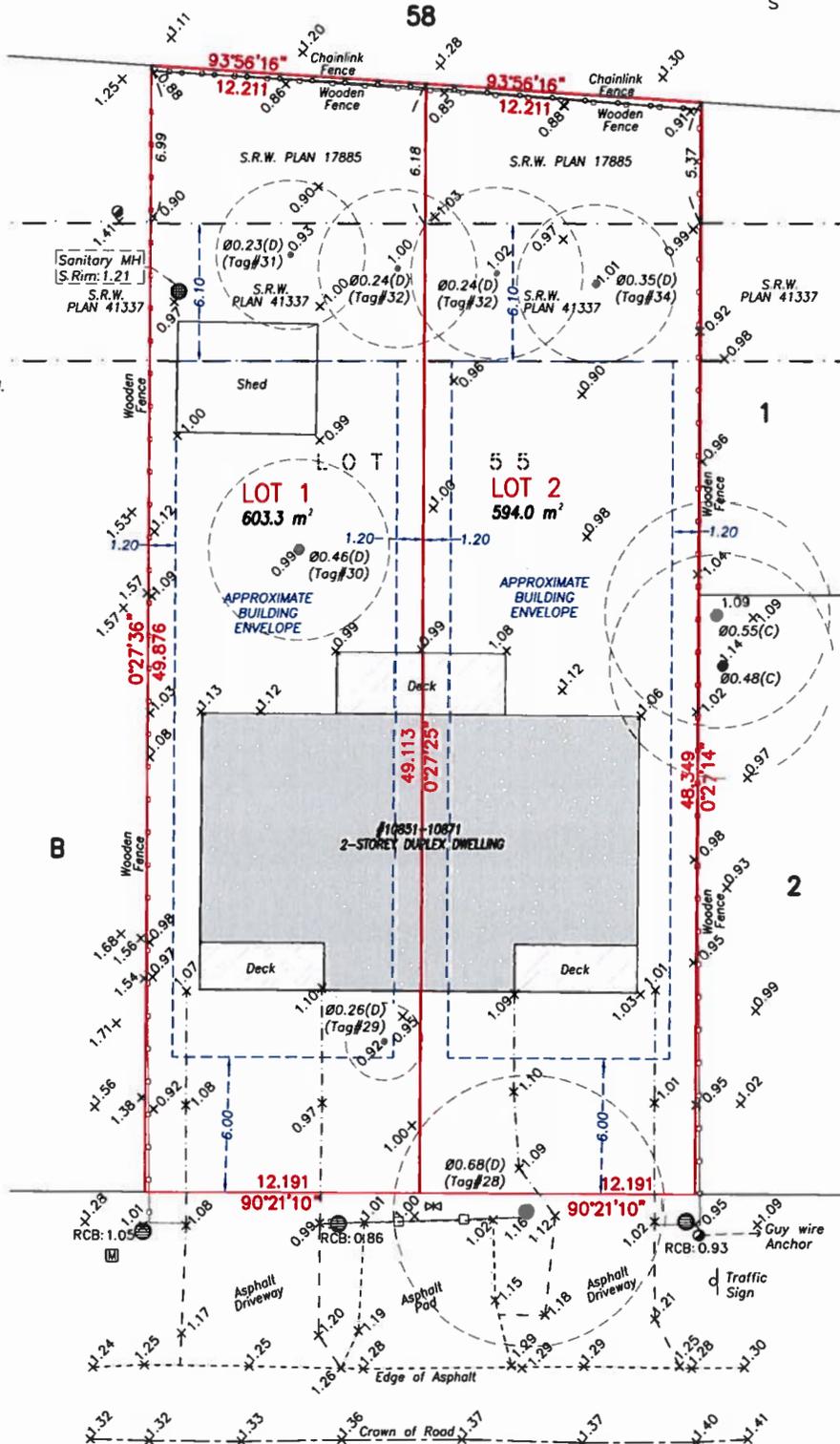
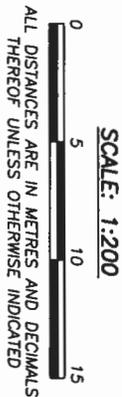
#10851-10871 BIRD ROAD,  
RICHMOND, B.C.  
P.I.D. 003-579-778  
ZONING RS1/E

**NOTE:**  
Elevations shown are based on  
City of Richmond HPN  
Benchmark network.  
Benchmark: HPN #190  
Control Monument 336099  
Elevation: 3.741m  
Benchmark: HPN #196  
Control Monument 77H4983  
Elevation: 1.001m

**NOTE:**  
Use site Benchmark Tag #6472  
for construction elevation control.

**LEGEND:**

- (C) denotes conifer
- (D) denotes deciduous
- ⊙ denotes round catch basin
- ⊕ denotes water valve
- ⊞ denotes water meter
- ⊙ denotes manhole
- ⌵ denotes guywire anchor
- ⊙ denotes power post



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Canada and B.C. Land Surveyor  
115 - 8833 Odlin Crescent  
Richmond, B.C. V6X 3Z7  
Telephone: (604) 214-8928  
Fax: (604) 214-8929  
E-mail: office@jctam.com  
Website: www.jctam.com  
Job No. 7866  
FB-406 P94-95  
Drawn By: TH

⊙ Nail in Aluminum  
⊙ Tag #6472  
⊙ Site Benchmark  
⊙ Elevation: 1.34

**BIRD ROAD**

**CERTIFIED CORRECT:**  
LOT DIMENSION ACCORDING TO  
FIELD SURVEY.

Digitally signed by  
**Johnson**  
Tam U81489  
Date: 2022.02.23  
12:06:55 -08'00'

JOHNSON C. TAM, B.C.L.S., C.L.S.

**FEBRUARY 15th, 2022.**

DWG No. 7866-TOPO



**RZ 22-009258**

**Attachment 3**

Address: 10851/10871 Bird Road

Applicant: Rick Bowal

Planning Area(s): East Cambie

	Existing	Proposed
<b>Owner:</b>	Raghibir Sing Bowal & Meena Bowal	To be determined
<b>Site Size (m<sup>2</sup>):</b>	1197 m <sup>2</sup>	Lot 1: 603.3 m <sup>2</sup> Lot 2: 594 m <sup>2</sup>
<b>Land Uses:</b>	One duplex dwelling	Two single-family dwellings
<b>OCP Designation:</b>	Neighbourhood Residential	No change
<b>Area Plan Designation:</b>	Single-Family	No change
<b>702 Policy Designation:</b>	Duplex lots can be subdivided	No change
<b>Zoning:</b>	Single Detached (RS1/E)	Single Detached (RS2/B)

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.55 for lot area up to 464.5 m <sup>2</sup> plus 0.3 for area in excess of 464.5 m <sup>2</sup>	Max. 0.55 for lot area up to 464.5 m <sup>2</sup> plus 0.3 for area in excess of 464.5 m <sup>2</sup>	none permitted
Buildable Floor Area (m <sup>2</sup> ):*	Lot 1: Max. 297.1 m <sup>2</sup> (3198 ft <sup>2</sup> ) Lot 2: Max. 294.3 m <sup>2</sup> (3168 ft <sup>2</sup> )	Lot 1: Max. 297.1 m <sup>2</sup> (3198 ft <sup>2</sup> ) Lot 2: Max. 294.3 m <sup>2</sup> (3168 ft <sup>2</sup> )	none permitted
Lot Coverage (% of lot area):	Building: Max. 45% Non-porous Surfaces: Max. 70% Landscaping Min. 25%	Building: Max. 45% Non-porous Surfaces: Max. 70% Landscaping Min. 25%	none
Lot Size:	360 m <sup>2</sup>	Lot 1: 603.3 m <sup>2</sup> Lot 2: 594 m <sup>2</sup>	none
Lot Dimensions (m):	Width: 12.0 m Depth: 24.0 m	Lot 1: Width: 12.2 m Depth: 49.51 m  Lot 2: Width: 12.19 m Depth: 48.73 m	none

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Setbacks (m):	Front: Min. 6.0 m  Rear: Min. Greater of 6.0 m or 20% of the total lot depth, for a maximum of 60% of the rear wall of the first storey; and 25% of the total lot depth for the remaining 40% of the rear wall of the first storey and any second storey, or half (½) storey above, up to a maximum required setback of 10.7 m  Side: Min. 1.2 m	Front: Min. 6.1 m  Rear: Min. 9.9 m (9.8 m for Lot 2) for a maximum width of 60% of the rear wall of the first storey; and Min. 10.7 m for the remaining 40% of the rear wall of the first storey and any second storey, or half (½) storey above.  Side: Min. 1.22 m (Note for Lot 2 – portion eastern interior side setback to be maintained at 4.27 m for tree protection)	none
Height (m):	Max. 2 ½ storeys	Max. 2 ½ storeys	none

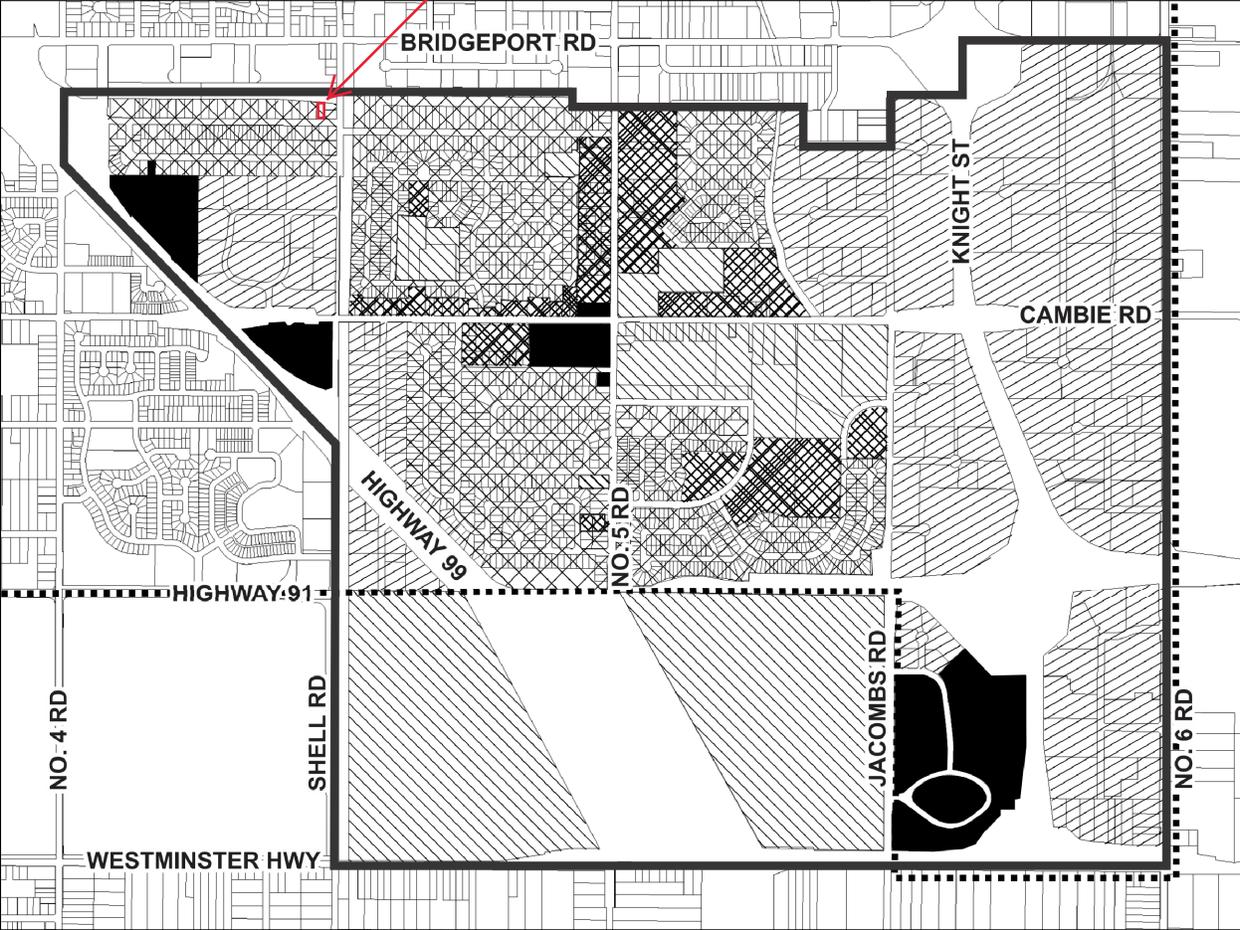
Other: \_\_\_\_\_

\* Preliminary estimate; not inclusive of garage; exact building size to be determined through zoning bylaw compliance review at Building Permit stage.

# Land Use Map

Bylaw 8948  
2016/10/24

Subject Property



 Residential	 Industrial	 Agricultural Land Reserve Boundary
 Residential (Single-Family Only)	 School/Park Institutional	 Area Boundary
 Commercial		



Page 1 of 1

Adopted by Council: November 20, 1989

Policy 5424

File Ref: 4045-00

SINGLE-FAMILY LOT SIZE POLICY IN QUARTER-SECTION 26-5-6

**Policy 5424:**

The following policy establishes lot sizes in Section 26-5-6, located on **Bird Road and Caithcart Avenue:**

That properties located in a portion of Section 26-5-6, be permitted to subdivide on Bird Road and at the westerly end of Caithcart Road in accordance with the provisions of Single-Family Housing District (R1/B) and be permitted to subdivide on the remainder of Caithcart Road in accordance with the provisions of Single-Family Housing District (R1/E) in Zoning and Development Bylaw 5300, and that this policy, as shown on the accompanying plan, be used to determine the disposition of future rezoning applications in this area, for a period of not less than five years, unless changed by the amending procedures contained in the Zoning and Development Bylaw.



**GENERAL NOTES:**  
 1. THE DOCUMENTS AND DESIGN ARE AT ALL TIMES THE EXCLUSIVE PROPERTY OF AWANA GROUP AND MAY NOT BE REPRODUCED WITHOUT WRITTEN CONSENT.  
 2. THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND LEVELS PRIOR TO COMMENCEMENT OF WORK ON SITE.  
 3. ANY DISCREPANCIES SHALL BE IMMEDIATELY REPORTED TO AWANA GROUP BEFORE COMMENCEMENT OF WORK ON SITE.  
 4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AUTHORITIES.  
 5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AUTHORITIES.  
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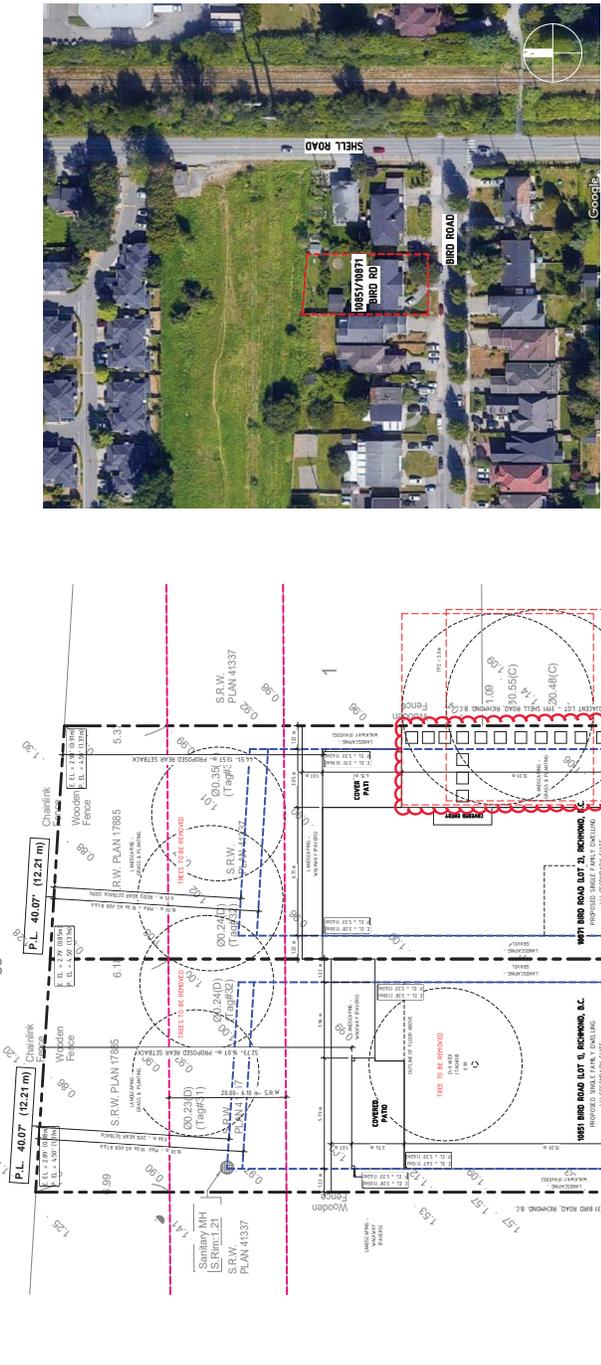
**CONTEXT PLAN**  
 N.T.S.

**GENERAL NOTES:**  
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USE CATEGORY	ALLOWABLE LOT COVERAGE FOR BUILDINGS	PROPOSED BUILDING COVERAGE	PROPOSED DRIVEWAY COVERAGE	PROPOSED TOTAL COVERAGE
RESIDENTIAL	45%	292.25 SF (67.15M <sup>2</sup> )	20%	412.25 SF (95.30M <sup>2</sup> )
LANDSCAPE CALCULATED				
TOTAL LIVE LANDSCAPING REQUIRED	25%	93.75 SF (8.64M <sup>2</sup> )		93.75 SF (8.64M <sup>2</sup> )
TOTAL DEAD LANDSCAPING REQUIRED	50%	187.50 SF (17.28M <sup>2</sup> )		187.50 SF (17.28M <sup>2</sup> )
PROPOSED FRONT YARD LANDSCAPING	51%	187.50 SF (17.28M <sup>2</sup> )		187.50 SF (17.28M <sup>2</sup> )

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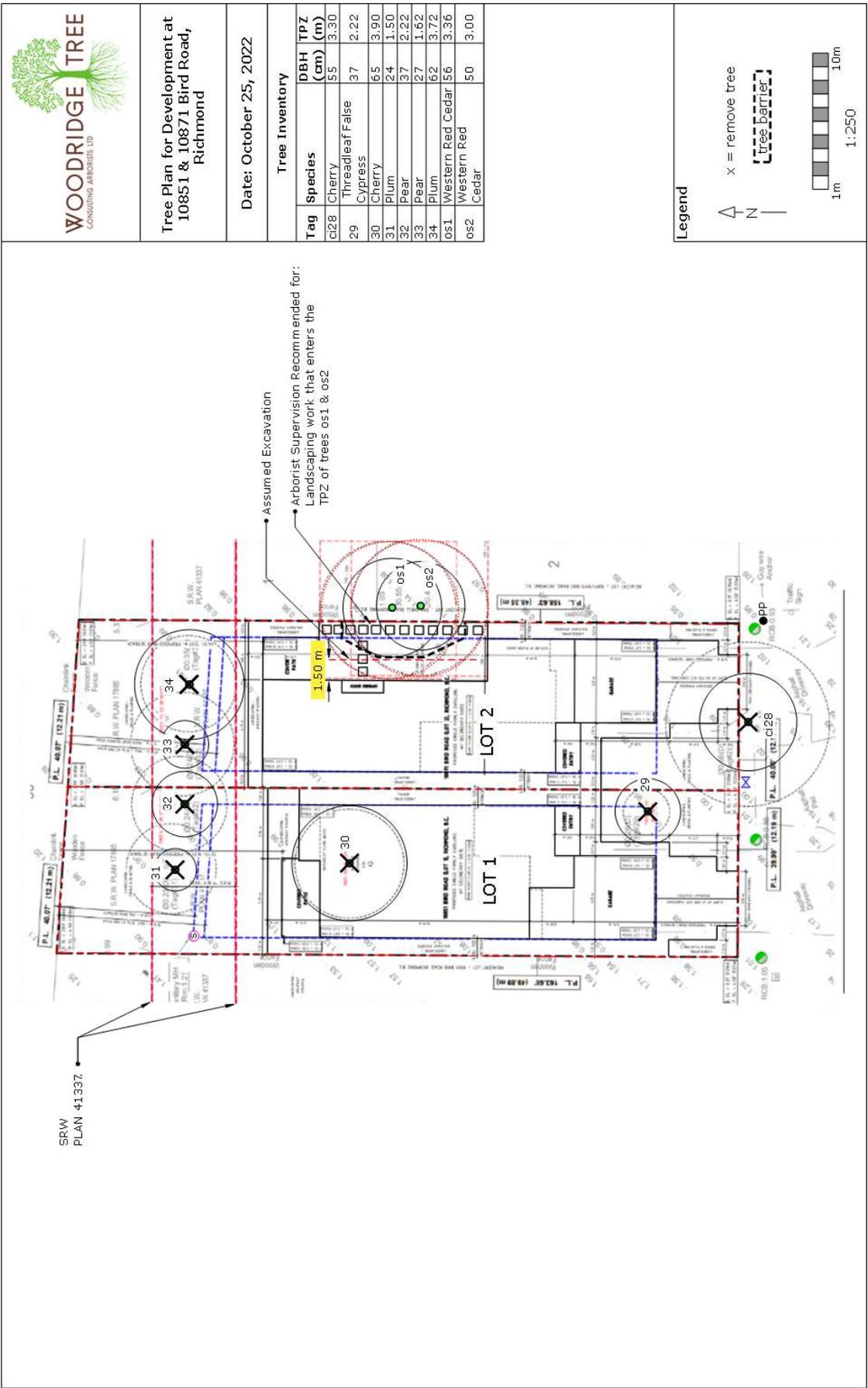
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PROPOSED FRONT YARD LANDSCAPING	51%	187.50 SF (17.28M <sup>2</sup> )		187.50 SF (17.28M <sup>2</sup> )



Additional setback requirement of 4.27 m



**BIRD ROAD**  
 NAIL IN ALUMINUM  
 10851/10871 BIRD RD  
 SURVEY MARK  
 ELEVATION: 1.34  
 OVERALL SITE PLAN  
 1" = 10'-0"





**Address:** 10851/10871 Bird Road

**File No.:** RZ 22-009258

**Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 10425, the developer is required to complete the following:**

1. Provincial Ministry of Transportation & Infrastructure Approval.
2. Submission of a Landscape Security in the amount of \$6000 (\$750/tree) to ensure that a total of four (4) replacement trees are planted and maintained on each lot proposed (for a total of eight (8) trees); minimum 8 cm deciduous caliper or 4 m high conifers). **NOTE: minimum replacement size to be as per Tree Protection Bylaw No. 8057 Schedule A – 3.0 Replacement Trees.**
3. City acceptance of the developer's offer to voluntarily contribute \$4,500 (\$3,000.00 for on-site tree replacement and \$1,500 for City tree replacement) to the City's Tree Compensation Fund for the planting of replacement trees within the City.
4. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site works conducted within the tree protection zone of the trees to be retained. The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections, and a provision for the Arborist to submit a post-construction assessment report to the City for review.
5. Installation of appropriate tree protection fencing around all trees to be retained as part of the development prior to any construction activities, including building demolition, occurring on-site.
6. Registration of an aircraft noise sensitive use covenant on title.
7. Registration of a flood indemnity covenant on title (2.9m GSC – Area A).
8. Registration of a legal agreement on Title to ensure that no final Building Permit inspection is granted until a two-bedroom secondary suite is constructed on each of the future lots to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw. The secondary suite on Lot 1 will be minimum 71.71m<sup>2</sup> (772 ft<sup>2</sup>) while the secondary suite on proposed Lot 2 will be minimum 80.73m<sup>2</sup> (869 ft<sup>2</sup>).
9. Registration of a legal agreement on Title to ensure that the future building permit application for the dwelling on proposed Lot 2 contains a modified side yard building setback from minimum 1.2 m to minimum 4.27 m for a portion of the side yard to ensure retention of two Western red cedar trees (tag# os1 & os2) identified on the Conceptual Development Plan (Attachment 6) and Tree Retention Plan (Attachment 7).

**Prior to Demolition\*, the developer must complete the following requirements:**

1. Installation of appropriate tree protection fencing around all trees to be retained as part of the development in accordance with the City's Tree Protection Information Bulletin TREE-03, prior to any construction activities including building demolition, occurring on-site, and must remain in place until construction and landscaping on-site is completed.

**At Subdivision\* stage, the developer must complete the following requirements:**

1. Modification of the building setbacks covenant (Rezoning Consideration #9) such that the covenant is registered against Lot 2 only.
2. Payment of the current year's taxes, Development Cost Charges (City, Metro Vancouver and TransLink), School Site Acquisition Charges, and Address Assignment Fees.
3. Enter into a Servicing Agreement\* for the design and construction of engineering infrastructure improvements. A Letter of Credit or cash security for the value of the Service Agreement works, as determined by the City, will be required as part of entering into the Servicing Agreement. Works include, but may not be limited to:

**Water Works:** Using the OCP Model, there is 192.0 L/s of water available at a 20 psi residual at the Bird Rd frontage. Based on your proposed development, your site requires a minimum fire flow of 95 L/s.

- b) At Developer's cost, the Developer is required to:
  - (i) Install a new 25mm diameter water service connection complete with water meter and water meter box to service the west lot, as per standard City specifications.
  - (ii) Cut and cap the existing water service connection along Bird Rd frontage and install a new 25mm diameter water service connection complete with water meter and water meter box to service the east lot, as per standard City specifications.
  - (iii) Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm development has adequate fire flow for onsite fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage building designs.
  - (iv) Provide a right-of-way for the water meter. Minimum right-of-way dimensions to be the size of the meter box (from the City of Richmond supplementary specifications) + any appurtenances (for example, the bypass on W2o-SD) + 0.5 m on all sides. Exact right-of-way dimensions to be finalized during the building permit process (or via the servicing agreement process, if one is required).
- c) At Developer's cost, the City will:
  - (i) Complete all tie-ins for the proposed works to existing City infrastructure.

**Storm Sewer Works:**

- a) At Developer's cost, the Developer is required to:
  - (i) Confirm the condition and capacity of the existing east storm sewer service connection. If condition of existing storm sewer connection is serviceable and at 100mm diameter, retain to service the east lot.
  - (ii) Confirm the condition and capacity of the existing west storm sewer service connection. If condition of existing storm sewer connection is serviceable and at 100mm diameter, retain to service the west lot.
  - (iii) Cut and cap the existing storm sewer connection located at the south west corner of the lot.
- b) At Developer's cost, the City will:
  - (i) Complete all tie-ins for the proposed works to existing City infrastructure.

**Sanitary Sewer Works:**

- a) At Developer's cost, the Developer is required to:
  - (i) Not start onsite excavation or foundation construction until completion of rear-yard sanitary works by City crews.
  - (ii) Install a new sanitary service connection complete with inspection chamber to service the east lot.
  - (iii) Confirm the condition and capacity of the existing North West sanitary service connection. If condition of existing sanitary connection is serviceable and at 100mm diameter, retain to service the west lot.
- b) At Developer's cost, the City will:
  - (i) Complete all tie-ins for the proposed works to existing City infrastructure.

**General Items:**

- a) At Developer's cost, the Developer is required to:
  - (i) Complete other frontage improvements as per Transportation requirements.
    - Applicant to confirm compliance with Bylaw 8751 and 7222
    - Across the subject site's entire Bird Rd frontage, construct a new 1.5 m wide concrete sidewalk at the property line and a landscaped boulevard over the remaining width between the new sidewalk and the new north curb of Bird Rd. The road works are to include pavement widening between the new curb and existing edge of pavement. The cross-section of the frontage improvements (north to south) is to include:
      - o 1.5m wide concrete sidewalk
      - o 1.5m wide landscaped boulevard

- 0.15m wide curb
  - Road widening between the new north curb along the subject site's Bird Rd frontage and existing edge of pavement.
  - Provide functional design to confirm the frontage improvement listed above.
- (ii) Not encroach into City rights-of-ways with any proposed trees, retaining walls, or other non-removable structures. Retaining walls proposed to encroach into rights-of-ways must be reviewed by the City's Engineering Department.
- (iii) Lot is in proximity to jet fuel line. Contact BC One Call ( +1 800-474-6886 ) at least 3 days before any intended ground disturbance.

**Prior to Building Permit Issuance, the developer must complete the following requirements:**

1. Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
2. Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Department at 604-276-4285.

**Note:**

- \* This requires a separate application.
- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act.

All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.

The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial *Wildlife Act* and Federal *Migratory Birds Convention Act*, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date



Richmond Zoning Bylaw 8500
Amendment Bylaw 10425 (RZ 22-009258)
10851/10871 Bird Road

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

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

P.I.D 003-579-778
Lot 55 Section 26 Block 5 North Range 6 West New Westminster Plan 14105

- 2. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 10425".

FIRST READING

PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

MINISTRY OF TRANSPORTATION
AND INFRASTRUCTURE APPROVAL

ADOPTED

Approval box for City of Richmond with fields for APPROVED by and APPROVED by Director or Solicitor, containing handwritten initials 'Ac' and a signature.

MAYOR

CORPORATE OFFICER



## Staff Report

### Origin

The Province of BC's Active Transportation Infrastructure Grant Program (the Program) is a cost-share program between the Province and local governments to support the construction of new facilities to make it easier and safer for people to walk, ride or roll using active transportation modes. This report presents the proposed submission from the City for consideration of cost-share funding under the Program for the 2022/23 funding cycle. Council endorsement is a requirement of the submission.

This report supports Council's Strategic Plan 2018-2022 Strategy #4 An Active and Thriving Richmond:

*An active and thriving community characterized by diverse social and wellness programs, services and spaces that foster health and well-being for all.*

*4.2 Ensure infrastructure meets changing community needs, current trends and best practices.*

This report supports Council's Strategic Plan 2018-2022 Strategy #5 Sound Financial Management:

*Accountable, transparent, and responsible financial management that supports the needs of the community into the future.*

*5.4 Work cooperatively and respectfully with all levels of government and stakeholders while advocating for the best interests of Richmond.*

This report supports Council's Strategic Plan 2018-2022 Strategy #6 Strategic and Well-Planned Growth:

*Leadership in effective and sustainable growth that supports Richmond's physical and social needs.*

*6.3 Build on transportation and active mobility networks.*

### Analysis

#### BC Active Transportation Infrastructure Grant Program

The call for applications related to the above-noted program commenced on September 6, 2022 with a deadline of October 21, 2022. Staff prepared the application and submitted to the Province by the deadline.

The City is eligible for 50% cost-share funding up to a maximum of \$500,000 per project and is permitted to submit two applications. The application that staff are proposing for the Province's annual 2022/23 funding cycle meets the Province's eligibility requirements of:

- City portion of funding secured
- Design completed or in progress
- Can be constructed within the required timeline of March 2025

The proposed project for cost-sharing consideration is described below.

*Steveston Highway Multi-Use Pathway Phase 2: Mortfield Gate-No. 2 Road*

This project comprises the construction of a two-way, off-street, paved 3.0 m wide shared pathway for pedestrians and cyclists on the south side of Steveston Highway between Mortfield Gate and No. 2 Road (Attachment 1). Phase 1 to the east (Shell Road-Mortfield Gate) has been previously approved by Council and is slated to begin construction during Q1 of 2023. Phase 3 to the west (No. 2 Road to Railway Avenue) is currently under consideration as part of the 2023 capital budget process. The City has secured \$3.6 million in grant funding from TransLink for this project, with the City funding the balance of \$2.4 million. This application will seek a further \$500,000 in grant funding for the project.

Proposed Funding

Table 1 below summarizes the estimated project cost, the internal funding sources and the requested external funding sources.

Table 1: Funding for Application to  
2022/2023 BC Active Transportation Infrastructure Grant Program

Project & Scope	City Portion & Funding Sources <sup>(1)</sup>	Secured TransLink Funding	Proposed Province of BC 2022/23 Funding <sup>(2)</sup>	Est. Total Project Cost
Steveston Hwy (Mortfield Gate-No. 2 Road): multi-use path	2020 Roads DCC: \$2,400,000	\$3,600,000	\$500,000	\$6,000,000

(1) The City's actual portion (i.e., balance of remaining estimated cost after external grants) will be determined upon confirmation of the approved amounts to be received from external agencies.

(2) The amount shown represents the maximum funding contribution available in the grant process. The actual approved amount may be lower than requested. The actual invoiced amount follows project completion and is based on incurred costs.

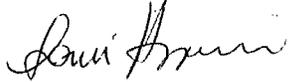
Should the Program application be successful, the City's funding will be reduced from \$2.4 million to \$1.9 million for Phase 2 of the Steveston Highway MUP project. Any surplus funding would be returned to the Roads Development Cost Charge account and be available for use in future capital projects. The City would also enter into a funding agreement with the Province that includes indemnity and release in favour of the Province. Staff recommend that the Chief Administrative Officer and General Manager, Planning and Development be authorized to execute the agreement on behalf of the City.

**Financial Impact**

Should the Program application be successful, the City's cost for this project will be reduced from \$2.4 million to \$1.9 million.

## Conclusion

The pedestrian and bicycle facility improvement project proposed for submission to the 2022/23 BC Active Transportation Infrastructure Grant Program supports numerous goals of the City to improve community mobility, reduce greenhouse gas emissions and increase physical activity by encouraging more walking, cycling and rolling trips rather than driving. The potential receipt of external funding will enable the City to enhance and expedite the provision of sustainable transportation infrastructure and improve healthy and active travel options for the community.



Sonali Hingorani, P.Eng.  
Senior Transportation Engineer  
(604-276-4049)

SH:sh

Att. 1: Steveston Highway Multi-Use Pathway Phase 2 (Mortfield Gate-No. 2 Road)

### Steveston Highway Multi-Use Pathway Phase 2: Mortfield Gate-No. 2 Road



Steveston Highway Multi-Use Pathway Phase 2 (No. 2 Road-Mortfield Gate)



# City of Richmond

## Report to Committee

**To:** Public Works and Transportation Committee      **Date:** October 24, 2022  
**From:** Lloyd Bie, P. Eng.      **File:** 10-6460-01/2022-Vol  
 Director, Transportation      01  
**Re:** **TransLink 2023 Cost-Share Funding Applications – Transportation Capital Projects**

### Staff Recommendation

That as described in the report titled “TransLink 2023 Cost-Share Funding Applications” dated October 24, 2022 from the Director, Transportation:

- (a) the submission of road, pedestrian and bicycle improvement projects as part of the TransLink 2023 cost-share programs be endorsed and the information be considered in the 2023 Capital Budget process; and
- (b) the Chief Administrative Officer and General Manager, Planning and Development be authorized to execute the successful funding agreements.

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

Att. 2

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Finance Department Engineering	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	
<b>SENIOR STAFF REPORT REVIEW</b>	<b>INITIALS:</b> 	<b>APPROVED BY CAO</b> 

## Staff Report

### Origin

Each year, municipalities are invited to submit road, pedestrian and bicycle related projects for funding consideration from TransLink's cost-share funding programs. This staff report presents the proposed applications from the City to TransLink's 2023 transportation related cost-share programs.

This report supports Council's Strategic Plan 2018-2022 Strategy #5 Sound Financial Management:

*Accountable, transparent, and responsible financial management that supports the needs of the community into the future.*

*5.4 Work cooperatively and respectfully with all levels of government and stakeholders while advocating for the best interests of Richmond.*

This report supports Council's Strategic Plan 2018-2022 Strategy #6 Strategic and Well-Planned Growth:

*Leadership in effective and sustainable growth that supports Richmond's physical and social needs.*

*6.3 Build on transportation and active mobility networks.*

### Analysis

#### TransLink Cost-Share Programs

TransLink provides cost-share funding to municipalities for multi-modal infrastructure projects via the following suite of programs on an allocated and competitive basis:

- Major Road Network and Bike (MRNB) Upgrade Program: allocated funding for capital improvements to roads that comprise the Major Road Network (MRN) and the construction of bicycle facilities both on and off the MRN.
- Bicycle Infrastructure Capital Cost-Sharing (BICCS) Program: allocated and competitive funding for the construction of bicycle facilities.
- Bicycle Infrastructure Capital Cost-Sharing (BICCS) Recovery Program: competitive funding for the construction of bicycle facilities that can be completed within one year.
- Walking Infrastructure to Transit (WITT) Program: allocated and competitive funding for pedestrian facility upgrades within walking distance of frequent stops, stations, and exchange to promote the seamless integration of walking and cycling with transit.
- Bus Speed and Reliability (BSR) Program: competitive funding for feasibility studies and capital projects that support improved bus speed reliability.

The call for applications related to the above-noted programs commenced on September 23, 2022 with a deadline of November 4, 2022. Staff prepared the applications and submitted to TransLink by the deadline. The proposed projects for cost-sharing considerations are described below.

#### Projects Proposed for 2023 TransLink Cost-Share Programs

The following projects have been submitted to TransLink for consideration in the 2023 infrastructure cost-share funding programs. Collectively, these projects will fully utilize TransLink's funding allocated for City of Richmond which is estimated at \$3.4 million. Staff have also proposed projects through the competitive funding stream, which could potentially see the contribution amount increase.

#### *Major Road Network and Bike (MRNB) Upgrade Program*

TransLink's estimated 2023 allocation for Richmond is \$2,059,000. The following projects have been submitted for consideration (Attachment 1):

- *No. 5 Rd and Westminster Highway Intersection Upgrade*: The City's network screening study of collision-prone intersections presented to Council in June 2019 ranked this intersection as #5 of the top 20. The scope includes modification of the channelized island, increased pedestrian refuge areas and improved cyclist protections. This project was approved by Council as part of the 2022 Capital Plan. It received partial funding in Translink's 2022 cost-share funding program, which also identified it for additional 2023 funding.
- *No. 4 Rd and Alderbridge Way Intersection Upgrade*: The City's network screening study of collision-prone intersections presented to Council in June 2019 ranked this intersection as #4 of the top 20. The scope includes modification of the channelized island, increased pedestrian refuge areas and improved cycling. This project was approved by Council as part of the 2022 Capital Plan.
- *No. 4 Road and Westminster Highway Intersection Upgrade*: This intersection is ranked #7 of the City's Top 20 collision prone intersections. Upgrades include increasing left-turn capacity along with pedestrian and cycling facility upgrades. This project is currently under consideration as part of the 2023 Capital Plan.
- *No. 2 Road and Blundell Road Intersection Upgrade*: This intersection is ranked #10 of the City's Top 20 collision prone intersections. Upgrades include increasing pedestrian refuge areas and modifications to centre median on south approach to increase safety at access points. This project is currently under consideration as part of the 2023 Capital Plan.
- *Steveston Highway Multi-Use Pathway (No. 2 Road to Railway Avenue)*: This project will provide a 750 m expansion of the approved two-way off-street paved 3.0 m wide pathway for pedestrians and cyclists on the south side of Steveston Highway from Mortfield gate to No. 2 Road (2020 project approved by council). This project is proposed under the 2023 Capital Plan for Council consideration and will require a 2 year accrual of TransLink funds in the 2023 and 2024 program years to receive maximum available funding.

### *Bicycle Infrastructure Capital Cost-Sharing (BICCS) Allocated Program*

TransLink's 2023 estimated allocation for Richmond is \$1,000,000. The following projects have been submitted for consideration for the allocated component (Attachment 1):

- Steveston Highway Multi-Use Pathway (MUP): As described above for the MRNB Program. This project will also be entered under the competitive stream for additional BICCS funding described below.
- No. 4 Road and Westminster Highway: As described above for the MRNB Program.

### *Bicycle Infrastructure Capital Cost-Sharing (BICCS) Competitive/Recovery Programs*

- Steveston Highway Multi-Use Pathway (No. 2 Road to Railway Avenue): As described above for the MRNB Program. This project is an excellent candidate for competitive funding due to its location connecting over 10km of previously approved or constructed sections of TransLink's regional Major Bike Network (MBN).
- No. 4 Road and Westminster Highway Intersection Upgrade: As described above for the MRNB Program. This project is a good candidate for the BICCS Recovery competitive program as it has designed for robust cyclist protections and project to complete in less than 2 years.

### *Walking Infrastructure to Transit (WITT) Program*

TransLink's 2023 estimated allocation for Richmond is \$365,000. The City proposes to submit the following projects for consideration for the allocated component (Attachment 1):

- No. 2 Road and Blundell Road Intersection Upgrade: As described above for the MRNB Program.

### *Bus Speed and Reliability (BSR) Program*

For 2023, TransLink's BSR Program has \$8.04 million in total available funding for municipalities on a competitive basis. Staff have submitted the following project for consideration (Attachment 1):

- Great Canadian Way-Bridgeport Road Intersection Southbound Bus-Only Lane: As part of the 2021 BSR Program, the functional design for a southbound bus only lane on Great Canadian Way approaching Bridgeport Road to facilitate buses accessing Highway 99 southbound was completed. This application will progress the project to implementation. Construction will include improvements to accommodate the additional lane for buses, while also improving the surrounding cycling and pedestrian infrastructure. Should the project be approved, it would be solely funded by TransLink.

The project will also support the bus only on-ramp from Bridgeport Road to southbound Highway 99 to be completed by the end of 2022 by the Province as part of the Highway 99 Tunnel Program. The BSR project will be included in the 2023 Capital Plan for Council’s consideration.

Requested Funding and Estimated Project Costs

The total requested funding for the above 2023 submissions to TransLink’s cost-sharing programs is \$5,256,000, which will support projects with a total estimated cost of \$10,525,000 (Table 1). For all projects, the City can receive between 50% to 100% of the estimated project cost depending on the level of success for the competitive proposals and the components of the project that TransLink deems eligible for cost sharing purposes.

Table 1: Projects Submitted to 2023 TransLink Cost-Share Programs

Project	Funding Program	2023 <sup>(1)</sup> Potential TransLink Funding	Estimated Eligible Project Costs
Steveston Hwy MUP Phase 3 – No 2 Rd to Railway Ave	BICCS (Competitive, Allocated) MRNB (Allocated)	\$2,850,000	\$5,700,000
No 4 Rd-Alderbridge Way – Intersection Improvements	MRNB (Allocated)	\$437,500	\$875,000
No 4 Rd-Westminster Hwy – Intersection Improvements	BICCS (Allocated, Competitive, Recovery) MRNB (Allocated)	\$600,000	\$1,200,000
No 5 Rd-Westminster Hwy – Intersection Improvements	MRNB (Allocated)	\$218,500 (\$381,500 received in 2022)	\$1,200,000
No 2 Rd-Blundell Rd – Intersection Improvements	WITT (Allocated) MRNB (Allocated)	\$400,000	\$800,000
Bus Only Left-Turn Lane – Great Canadian Way at Bridgeport Rd	BSR (Competitive)	\$750,000	\$750,000
<b>Total</b>		<b>\$5,256,000 <sup>(2)</sup></b>	<b>\$10,525,000</b>

<sup>(1)</sup> The amounts shown represent the anticipated funding contribution to be requested from TransLink based on the City’s cost estimate for the project. The actual amount invoiced to TransLink follows project completion and is based on incurred costs.

<sup>(2)</sup> Does not include previously approved TransLink funding

Should the submissions be successful, the City would enter into funding agreements with TransLink. Staff will report back should any applications not be successful or cost-share funding levels for 2023 differ from those identified in this report. The agreements are standard form agreements provided by TransLink and include an indemnity and release in favour of TransLink. Staff recommend that the Chief Administrative Officer and General Manager, Planning and Development be authorized to execute the agreements and the information be considered in the 2023 Capital Budget process.

Projects Receiving Funding from 2022 TransLink Cost-Share Programs

Eight pedestrian, cycling and road improvement projects in Richmond will collectively receive up to \$3.97 million from TransLink as part of its 2022 cost-share programs, which will support projects with a total estimated cost of \$10.25 million (Attachment 2).

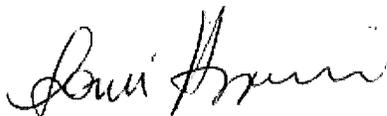
**Financial Impact**

The City's portion of the costs for two projects: No. 5 Rd and Westminster Highway intersection upgrade and the No. 4 Rd and Alderbridge Way intersection upgrade were approved as part of the 2022 Capital Budget. The remaining proposed project applications will be considered during the 2023 Capital Budget process. The operating budget impacts will also be considered through the annual budget process.

**Conclusion**

A number of road, pedestrian and bicycle route improvement projects are proposed for submission to TransLink's various cost-sharing programs for 2023 that will support Council's Strategic Plan for 2018-2022 with respect to "Strategic and Well-Planned Growth" as well as the goals of a number of City plans and strategies including the Official Community Plan, the Community Energy Emissions Plan and the Community Wellness Strategy.

In addition to maximizing external funding in implementing local transportation improvements, significant benefits for those using sustainable travel modes in terms of new infrastructure that provides safety and accessibility enhancements will also be achieved should these projects be approved by TransLink and Council.



Sonali Hingorani, P.Eng.  
Senior Transportation Engineer  
(604-276-4049)

SH: sh

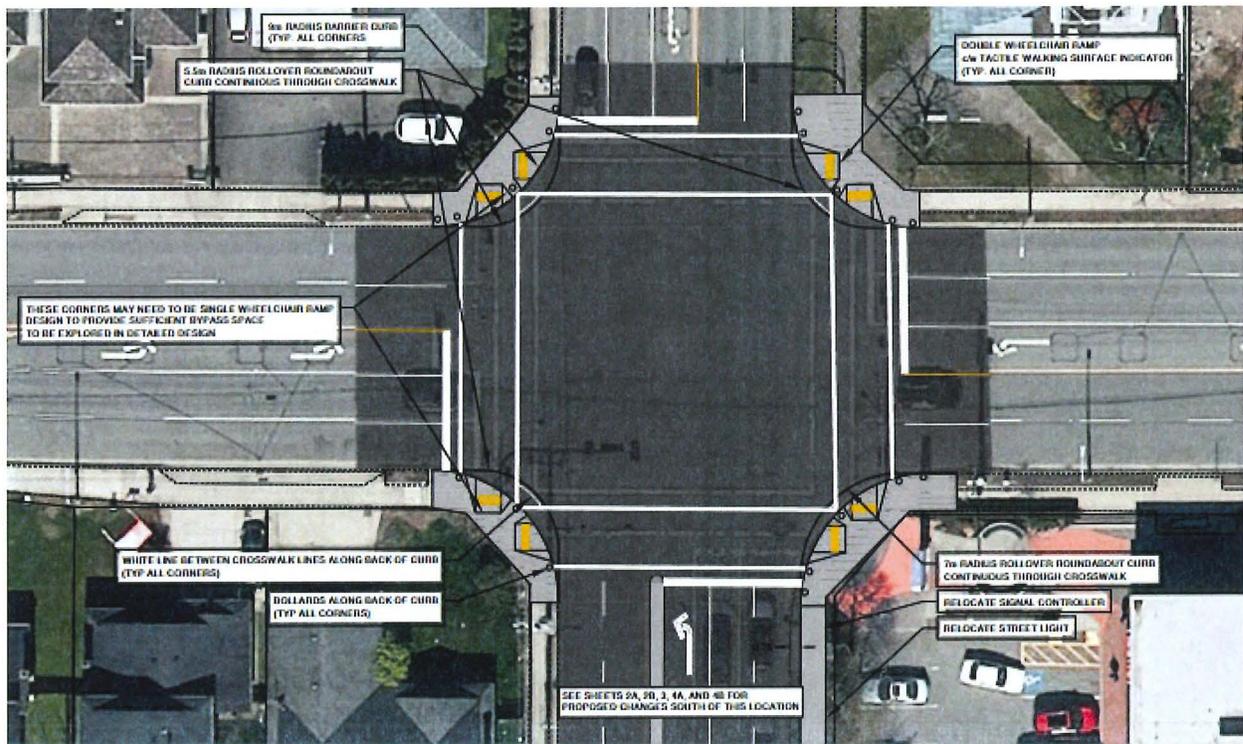
- Att. 1: 2023 TransLink Cost-Share Funding Submission Images
- 2: 2022 TransLink Approved Cost-Share Funding



## No. 4 Road and Westminster Highway Intersection Upgrade

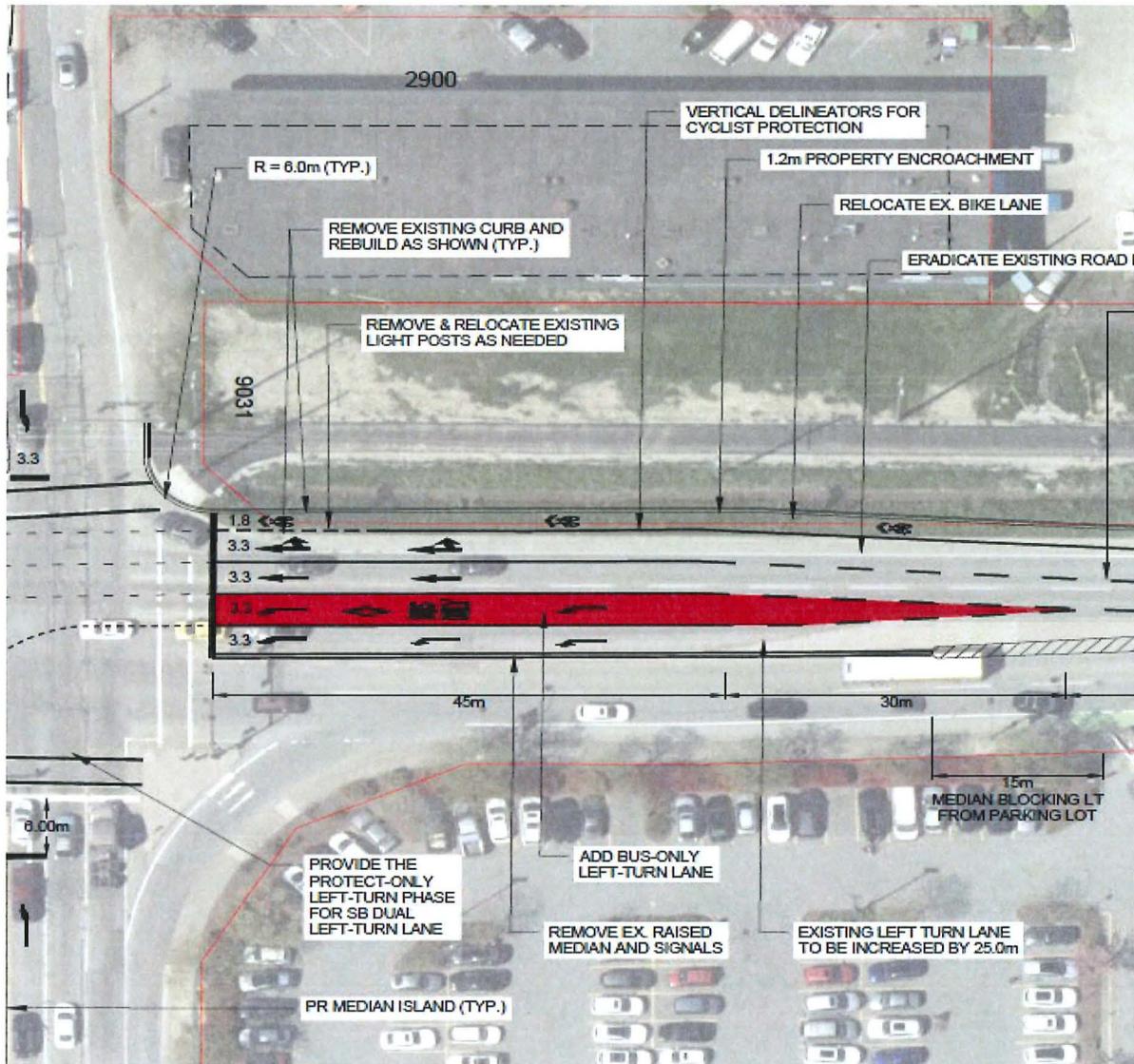


## No. 2 Road and Blundell Road Intersection Upgrade

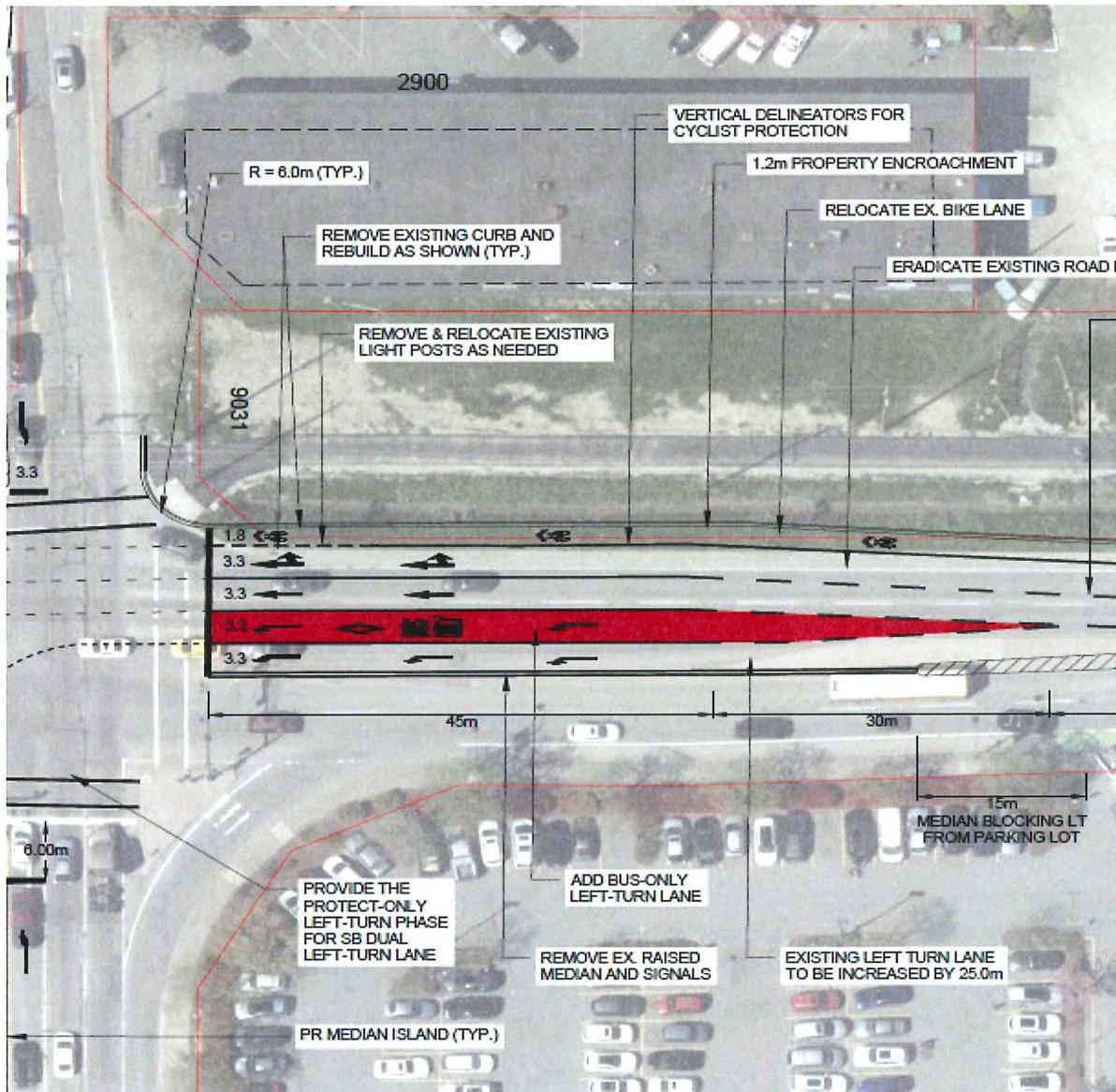




Great Canadian Way-Bridgeport Road Intersection Southbound Bus-Only Lane



Great Canadian Way-Bridgeport Road Intersection Southbound Bus-Only Lane



**Prior Year (2022) TransLink Approved Cost-Share Funding**

<b>Project</b>	<b>Total TransLink Funding for 2022</b>	<b>Additional Funding Approved</b>	<b>Estimated Project Cost</b>
<b>Cambie Rd - No 4 Rd Intersection Upgrade</b>	\$425,000	\$425,000 (2021)	\$1,700,000
<b>Garden City Rd Bike Route Upgrade: Addition of Protection</b>	\$275,000		\$300,000
<b>Garden City Rd MUP</b>	\$500,000		\$1,000,000
<b>No 2 Rd MUP</b>	\$727,500	\$772,500 (2021)	\$2,400,000
<b>River Rd MUP</b>	\$800,000		\$1,600,000
<b>Sexsmith Rd - Brown Rd Protected Bike Route</b>	\$562,500		\$750,000
<b>Westminster Hwy - No 2 Rd Intersection Upgrade</b>	\$300,000	\$350,000 (2021)	\$1,300,000
<b>Westminster Hwy - No 5 Rd Intersection Upgrade</b>	\$381,500		\$1,200,000
<b>Total</b>	<b>\$3,971,500</b>	<b>\$1,547,500</b>	<b>\$10,250,000</b>



# City of Richmond

## Report to Committee

**To:** Public Works and Transportation Committee      **Date:** October 19, 2022

**From:** Jim V. Young, P. Eng.  
Director, Facilities and Project Development      **File:** 02-0775-50-8074/Vol 01

**Re:** **Award of Contract 8074Q – On-Call Elevator Contractor**

### Staff Recommendation

1. That Contract 8074Q – On-Call Elevator Contractor be awarded to West Coast Elevator Services Ltd., in the amount of \$408,000.00 for a three-year term as described in the report titled “Award of Contract 8074Q – On-Call Elevator Contractor,” dated October 19, 2022 from the Director, Facilities and Project Development;
2. That the Chief Administrative Officer and General Manager, Engineering and Public Works be authorized to extend the initial three-year term, up to the maximum total term of five years, for the maximum total amount of \$701,000.00 as described in the report titled “Award of Contract 8074Q – On-Call Elevator Contractor,” dated October 19, 2022 from the Director, Facilities and Project Development; and
3. That the Chief Administrative Officer and General Manager, Engineering and Public Works be authorized to execute the contract and all related documentation with West Coast Elevator Services Ltd.

Jim V. Young, P. Eng.  
Director, Facilities and Project Development  
(604-247-4610)

REPORT CONCURRENCE		
<b>ROUTED TO:</b> Finance Department	<b>CONCURRENCE</b> <input checked="" type="checkbox"/>	<b>CONCURRENCE OF GENERAL MANAGER</b> 
<b>SENIOR STAFF REPORT REVIEW</b>	<b>INITIALS:</b> 	<b>APPROVED BY CAO</b> 

## Staff Report

### Origin

The City requires an on-call elevator contractor to complete monthly inspections, maintenance and repairs to all City buildings with elevators. The City maintains 26 elevators across 16 facilities. These services are critical to maximize the life expectancy of elevators and meet regulatory requirements.

The City's current contract for on-call elevator services is with West Coast Elevator Services Ltd., and is expiring, necessitating the need for a new contract to be in place.

This report supports Council's Strategic Plan 2018-2022 Strategy #1 A Safe and Resilient City:

*Enhance and protect the safety and well-being of Richmond.*

*1.2 Future-proof and maintain city infrastructure to keep the community safe.*

*1.3 Ensure Richmond is prepared for emergencies, both human-made and natural disasters.*

*1.4 Foster a safe, caring and resilient environment.*

This report supports Council's Strategic Plan 2018-2022 Strategy #5 Sound Financial Management:

*Accountable, transparent, and responsible financial management that supports the needs of the community into the future.*

*5.2 Clear accountability through transparent budgeting practices and effective public communication.*

### Analysis

#### Scope of Work

The scope of work for this contract includes, but is not limited to:

- repairs;
- monthly inspections and maintenance;
- emergency repairs;
- non-emergency repairs on a call-out basis;
- entrapments; and
- upgrades and modernizations.

Service to elevators is a regulated requirement by Technical Safety BC. The regulations are designed to prevent or reduce the risk of personal injury or damage to property. Compliance is mandatory and enforced by Technical Safety BC. It is a Technical Safety BC requirement to have an elevator maintenance service contract in place in order to operate an elevator.

Based on past experience, it is anticipated that approximately seventy per cent of the required work under this contract will be performed during normal business hours, with the remainder of work occurring outside of regular business hours to accommodate the facility user’s operational needs.

Public Tendering

A Request for Quotation (RFQ) 8074Q was posted to BC Bid and the City of Richmond’s Bids and Tenders platform on July 7, 2022. The RFQ required bidders to propose fixed rates for the initial three-year term of the contract, and propose rates for years four and five. The RFQ also advised bidders that the City would retain the right to extend the scope of work to other City facilities should there be a need in the future.

Two quotations were received by the closing date from the following bidders:

- West Coast Elevator Services Ltd
- Richmond Elevator Maintenance Ltd

The RFQ requested bidders provide hourly rates for the required services, including fees to perform monthly elevator inspections, and estimated costs to supply parts and materials as needed.

Review Process

The City’s designated representatives reviewed the submitted bids to confirm:

- each bidder’s understanding of the services required;
- capacity to complete the work;
- ability to meet required deadlines;
- previous experience;
- quality of references; and
- proposed pricing.

The bid summary results of the RFQ are summarized in Table 1 below.

Table 1: Bid Summary Results

<b>Company</b>	<b>Estimated Contract Value (excluding GST) Based on 3-Year Initial Term</b>
<b>West Coast Elevator Services Ltd.</b>	<b>\$326,154.00</b>
Richmond Elevator Maintenance Ltd	\$331,785.00

Based on staff’s review of the quotations received, the proposal received from West Coast Elevator Services Ltd. represents best value and favourable pricing for the City. West Coast Elevator Services Ltd., has provided elevator services to the City for the past four years and maintained sufficient capacity and the appropriate level of experience to perform the required services.

**Financial Impact**

Based on historical expenditures for the work under this contract, it is estimated that the total value of the proposed contract over a three-year term will be approximately \$326,154.00, plus contingency as summarized below in Table 2. A contingency has been applied to account for continued cost escalation of materials and parts, unplanned emergency repairs related to the City’s ageing infrastructure and to allow for future additional buildings that may fall under the City’s responsibility.

Table 2: Total Three-Year Term Cost

Year 2023	\$108,718.00
Year 2024	\$108,718.00
Year 2025	<u>\$108,718.00</u>
Subtotal	\$326,154.00
Contingency	<u>\$81,846.00</u>
<b>Total (3 Years)</b>	<b><u>\$408,000.00</u></b>

The City has the option to extend the proposed contract for two additional one-year terms. The estimated cost associated with this extension are summarized below in Table 3.

Table 3: Contract Extension Cost

Year 2026	\$114,408.00
Year 2027	<u>\$119,573.00</u>
Subtotal	\$233,981.00
Contingency	<u>\$59,019.00</u>
<b>Total (2 Years)</b>	<b><u>\$293,000.00</u></b>

The total amount for the maximum five-year term is \$701,000.00. The decision to extend the contract by an additional two years would be based on the Company’s individual performance over the initial term.

The contract will be executed upon mutual consent of all parties. The Facility Services annual operating budget account will fund the contract, which is subject to yearly approval by Council. The actual expenditures of the contract for On-Call Elevator Contractor will be according to Council approved budgets. Upon contract expiration, excess funding shall be returned to the originating budget source.

**Conclusion**

This report presents the results of a competitive procurement process for 8074Q – On-Call Elevator Contractor. It is recommended that a contract be awarded to West Coast Elevator Services Ltd. for the initial three-year term for the provision of on-call elevator services. Inspection and upkeep of elevators is a mandated requirement and an essential part of the preventative maintenance program, which will extend the service life of all elevators and buildings.



Jeff Lee, CEM, RPA, FMA  
Manager, Facility Services  
(604-276-4027)

JL:mh



# City of Richmond

## Report to Committee

**To:** Public Works and Transportation Committee

**Date:** October 6, 2022

**From:** Jim V. Young, P. Eng.  
Director, Facilities and Project Development

**File:** 10-6000-01/2022-Vol 01

**Re:** Award of Contract 8077P – On-Call HVAC Service Provider

### Staff Recommendation

1. That Contract 8077P – On-Call HVAC Service Provider be awarded to three contractors, for an aggregate contract value of \$3,750,00.00 for a three-year term, to Entity Mechanical Ltd., Airon Heating and Air Conditioning Ltd. and Kern BSG Management Ltd. (formally Pacific Mechanical Ltd.) as described in the report titled “Award of Contract 8077P – On-Call HVAC Service Provider” dated October 6, 2022 from the Director, Facilities and Project Development;
2. That the Chief Administrative Officer and General Manager, Engineering and Public Works be authorized to extend the initial three-year term, up to the maximum total term of five years, for the maximum total amount of \$6,250,000.00, as described in the report titled “Award of Contract 8077P – On-Call HVAC Service Provider”, dated October 6, 2022 from the Director, Facilities and Project Development; and
3. That the Chief Administrative Officer and General Manager, Engineering and Public Works be authorized to execute the contracts and all related documentation with Entity Mechanical Ltd., Airon Heating and Air Conditioning Ltd. and Kern BSG Management Ltd.

Jim V. Young, P. Eng.  
Director, Facilities and Project Development  
(604-247-4610)

REPORT CONCURRENCE		
<b>ROUTED TO:</b> Finance Department	<b>CONCURRENCE</b> <input checked="" type="checkbox"/>	<b>CONCURRENCE OF GENERAL MANAGER</b> 
<b>SENIOR STAFF REPORT REVIEW</b>	<b>INITIALS:</b> 	<b>APPROVED BY CAO</b> 

## Staff Report

### Origin

The City's Current HVAC contract "5869P – On-call HVAC Contractor" will expire in October 2022. The City requires multiple on-call HVAC contractors to complete inspections, emergency repairs and non-emergency repairs at City owned or leased facilities. The City also requires this service to meet commitments established through agreements such as the Municipal Police Unit Agreement (and others) between the City and the Province whereby the City is responsible for building maintenance, including the HVAC system.

This report summarizes the public tendering process for the Contract and provides a recommendation for the provision of HVAC services for all City buildings.

This report supports Council's Strategic Plan 2018-2022 Strategy #1 A Safe and Resilient City:

*Enhance and protect the safety and well-being of Richmond.*

*1.2 Future-proof and maintain city infrastructure to keep the community safe.*

*1.4 Foster a safe, caring and resilient environment.*

### Analysis

#### Scope of Work

The work calls for the repair, service, maintenance and retrofitting of HVAC systems. This includes the supply and installation of parts, scheduled preventative maintenance inspections and unplanned demand repairs.

The scope of work consists of repair, service, maintenance and retrofitting of a variety of commercial and industrial HVAC systems and includes, but not limited to heat pumps, fan coils, chillers, cooling towers, boilers, hot water tanks, pumps, humidifiers and dehumidifiers.

Contractors are expected to put forth recommendations that will improve energy efficiencies, reduce and enhance overall GHG emissions performance of the HVAC plants,.

#### Public Tendering

Request for Proposals 8077P - On-Call HVAC Service Provider was posted to BC Bid and Bids&Tenders on April 13, 2022 and closed on May 17, 2022. The City advised interested bidders that it was seeking to award contracts to more than one contractor depending on the quality of proposals received.

The RFP requested proponents submit financial proposals for:-

- monthly, quarterly, semi-annual and annual inspections;
- emergency repairs; and
- non-emergency repairs on a call-out basis.

Eight proposals were received by the closing date from the following proponents:-

- Entity Mechanical Ltd.
- Airon Heating and Air Conditioning Ltd.
- Kern BSG Management Ltd. (formally Pacific Mechanical Ltd.)
- Cobing Building Solutions Ltd.
- Ainsworth Inc.
- BC Comfort Air Conditioning Ltd.
- Greenway Mechanical
- Custom Air

### Review Process

The proposals received were scored and evaluated by staff against the following pre-determined criteria:

- each bidder's understanding of the work;
- capacity
- financial proposal;
- proposed work plan;
- previous experience; and
- quality of references.

Table 1 is a summary of the financial proposals that were received and the scores awarded by the evaluation team.

Table 1: Evaluation Results

<b>Ranking</b>	<b>Company</b>	<b>RFP Score</b>
<b>1</b>	<b>Entity Mechanical Ltd.</b>	<b>71.93%</b>
<b>2</b>	<b>Airon Heating and Air Conditioning Ltd.</b>	<b>69.80%</b>
<b>3</b>	<b>Kern BSG Management Ltd. (formally Pacific Mechanical Ltd.)</b>	<b>62.80%</b>
4	Cobing Building Solutions Ltd.	60.27%
5	Ainsworth Inc.	53.93%
6	BC Comfort Air Conditioning Ltd.	47.60%
7	Greenway Mechanical	46.73%
8	Custom Air	41.67%

Award Recommendation

Based on staff’s evaluation of the proposals received, the proposals received from Entity Mechanical Ltd., Airon Heating and Air Conditioning Ltd., and Kern BSG Management Ltd. received the highest overall scores and offer best value to the City. The analysis is a rigorous comparative process intended to identify the best value bids, but does not reflect any inability of a given proponent to perform in specific areas of work.

Awarding contracts to three contractors will ensure sufficient capacity to service all facilities while providing operational flexibility, backup support and value to the City.

Based on the results of the evaluation process, the City intends to award a majority of the work to Entity Mechanical Ltd. as its primary service provider, with Airon Heating and Air Conditioning Ltd. and Kern BSG Management Ltd. as its secondary and tertiary service providers respectively.

**Financial Impact**

As summarized in Table 2, the total value of the proposed contract over a three-year term is \$3,750,000.00, including contingency.

Table 2: Total Three-Year Term Cost

	<b>Entity Mechanical Ltd.</b>	<b>Airon Heating and Air Conditioning Ltd.</b>	<b>Kern BSG Management Ltd.</b>	<b>Total</b>
Year 2023	\$500,000.00	\$350,000.00	\$150,000.00	\$1,000,000.00
Year 2024	\$500,000.00	\$350,000.00	\$150,000.00	\$1,000,000.00
Year 2025	\$500,000.00	\$350,000.00	\$150,000.00	\$1,000,000.00
Subtotal	\$1,500,000.00	\$1,050,000.00	\$450,000.00	\$3,000,000.00
Contingency	\$375,000.00	\$262,500.00	\$112,500.00	\$750,000.00
<b>Total (3 years)</b>	<b>\$1,875,000.00</b>	<b>\$1,312,500.00</b>	<b>\$562,500.00</b>	<b>\$3,750,000.00</b>

The City has the option to extend the initial three-year contract for two additional one-year terms. The estimated cost associated with this extension is summarized in Table 3.

Table 3: Contract Extension Cost

	<b>Entity Mechanical Ltd.</b>	<b>Airon Heating and Air Conditioning Ltd.</b>	<b>Kern BSG Management Ltd.</b>	<b>Total</b>
Year 2026	\$500,000.00	\$350,000.00	\$150,000.00	\$1,000,000.00
Year 2027	\$500,000.00	\$350,000.00	\$150,000.00	\$1,000,000.00
Subtotal	\$1,000,000.00	\$700,000.00	\$300,000.00	\$2,000,000.00
Contingency	\$250,000.00	\$175,000.00	\$75,000.00	\$500,000.00
<b>Total (2 years)</b>	<b>\$1,250,000.00</b>	<b>\$875,000.00</b>	<b>\$375,000.00</b>	<b>\$2,500,000.00</b>

The total amount for the maximum five-year term is \$6,250,000.00. The decision to extend each contract by an additional two years will be based on each individual contractor's service and performance over the initial term.

The Facility Services annual operating budget account will fund the contract, which is subject to yearly approval by Council. The actual expenditures of the contract for On-Call HVAC Service Provider will be according to Council approved budgets.

### **Conclusion**

This report presents the results of a competitive procurement under 8-77P- On-Call HVAC Service Provider. HVAC services are essential for the health and safety of all patrons, tenants and staff at all City facilities. Staff recommend that contract 8077P be awarded to Entity Mechanical Ltd., Airon Heating and Air Conditioning Ltd. and Kern BSG Management Ltd. to ensure continuity and sufficient capacity in maintaining and servicing City assets.



Jeff Lee, CEM, RPA, FMA  
Manager, Facility Services  
(604-276-4027)

JL:am



**To:** Public Works and Transportation Committee      **Date:** October 20, 2022  
**From:** Suzanne Bycraft      **File:** 10-6060-01/2022-Vol  
 Director, Public Works Operations      01  
**Re:** **Options for Snow Removal from Priority Pedestrian Corridors — Referral Response**

**Staff Recommendation**

That, as outlined in the staff report titled “Options for Snow Removal from Priority Pedestrian Corridors — Referral Response”, dated October 20, 2022, from the Director, Public Works Operations:

- a) The operational response practices relating to bus stops, wheelchair let downs and City facilities be endorsed; and
- b) Staff conduct pilot initiatives during the 2022/2023 winter season to undertake snow clearing from non-delineated bike routes and five kilometres of multi-use pathways along Railway Avenue and Alderbridge Way within 72 hours after the snowfall has ended for each snow event.

Suzanne Bycraft  
Director, Public Works Operations  
(604-233-3338)

Att. 1

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Transportation	<input checked="" type="checkbox"/>	
Law	<input checked="" type="checkbox"/>	
Parks	<input checked="" type="checkbox"/>	
<b>SENIOR STAFF REPORT REVIEW</b>	<b>INITIALS:</b> 	<b>APPROVED BY CAO</b> 

## Staff Report

### Origin

The following referral was made at the November 16, 2021 Public Works and Transportation Committee Meeting:

*That staff report back to Committee with options to prioritize walk friendly snow removal routes to provide foot traffic access to key services.*

This report responds to the referral.

This report supports Council's Strategic Plan 2018-2022 Strategy #1 A Safe and Resilient City:

*Enhance and protect the safety and well-being of Richmond.*

*1.1 Enhance safety services and strategies to meet community needs.*

*1.3 Ensure Richmond is prepared for emergencies, both human-made and natural disasters.*

### Analysis

This Report outlines Richmond's current approach to winter snowfall events and makes a recommendation to build on and improve the approach as it relates to bike lanes. The City's approach to winter snowfall events has been formulated based on the frequency and nature of events over the years. Over the last 10 years, Richmond experienced an average seven days of snowfall annually totalling an annual average of approximately 30 centimetres of snow. The effects of climate change, however, appear to be periodically impacting the intensity and duration of events, as was experienced in late 2021/early 2022. During that event, Richmond received 49.4 centimetres of snow over 14 days, with an average overnight low temperature of -6.9 degrees Celsius.

### Current Snow Removal Policy and Operational Practise

*Arterial Roads:* Council Policy 7013 "Roadways — Ice and Snow Removal" establishes the City's activation and response priorities for treatment of specified roadways to provide safe winter driving conditions during adverse weather. Clearing highly frequented roadways and providing the users a safe passage for their vehicles is paramount to mitigate risks of vehicular accidents due to hazardous conditions resulting from a snow event and to facilitate adequate operation of public transit as well as emergency vehicles providing fire, police and emergency medical services. The policy establishes the following response priorities:

- First priority is given to all major arterial, section line roads and bus routes (217 kilometres),
- Second priority includes all major collector roads (22 kilometres), and

- Third priority includes subdivision interior collector roads (77 kilometres), as resources allow.

Staff recommend that these priorities are suitable and appropriate to the weather conditions in the Lower Mainland and should be maintained as currently outlined in Policy 7013.

*Bus Stops and Wheelchair Letdowns:* As an operational practise during snow events, a total of 628 bus stops across the City, which are deemed priority locations to ensure adequate operation of public transit, are cleared along with wheelchair letdowns on arterial roads. The sidewalk immediately adjacent to these locations is cleared, but not the sidewalk leading to these areas since City resources are allocated to address the priorities under Policy 7013. Further, clearing these sidewalks of snow is the responsibility of the property owner under Bylaw 5870.

*City Facilities:* Additionally as an operational practise and as resources permit, the City also clears the entrances, wheelchair ramps, stairs, parking lots and walkways of all civic facilities, such as community centres, fire halls, etc., including the perimeter sidewalks, as part of snow clearing response. The City currently has the capability to outfit existing equipment for snow removal for this purpose as opposed to having an additional, dedicated inventory of purpose-built equipment.

*Comparison to Other Cities:* Other municipalities in the Lower Mainland including the Cities of Vancouver, Burnaby and Surrey have similar snow response priorities and practices to those of Richmond, with the first priority being high volume major arterial roads, emergency response routes and the major bus routes. The City of Vancouver includes priority bike routes and key pedestrian pathways that are designed to be travelled by multi-purpose vehicles including Robson Square, Coal Harbour Seawall, and False Creek Seawall among others, as a part of its second priority locations that are to be cleared within 72 hours after the snowfall has ended.

#### Removal of Snow from Sidewalks

As per Section 6.1 of the City's Traffic Bylaw (Bylaw 5870), the owner or occupier of any parcel of real property which is developed for, or used in whole or in part for, commercial, industrial, multi-family dwelling, or single-family dwelling use shall remove all snow and ice from any sidewalk adjacent to such parcel for a distance that coincides with the property line of the real property, not later than 10:00 a.m. of every day, including Sunday. As such, sidewalks fronting private property are currently not included in the scope of the City's snow response policy or operational practise.

*Comparison to Other Cities:* Similar to Richmond, the Cities of Vancouver, Burnaby and Surrey have bylaw provisions that require the owner or occupant of any parcel of property to clear the sidewalks adjacent to that parcel by 10:00 a.m. each day. Like Richmond, clearing the sidewalks adjacent to any City owned parcels are the responsibility of the municipality. Cities like Toronto and Calgary, which receive much greater amount of snows compared to Richmond, also have similar provisions in their bylaws. Staff note that the City of Burnaby also requires property owners to clear any multi-use pathways fronting their properties.

### *Snow Angels Program*

The City recognizes that not all residents may be able to clear snow from the sidewalk and area around their homes. The “Snow Angels Program” connects volunteers with elderly citizens and residents with illnesses, disabilities, or mobility challenges. Snow Angels are community volunteers who are organized by the City to provide assistance with snow removal from driveways and pathways leading to front doors and sidewalks. The program is activated when three or more centimetres of snow has fallen. Residents can request the services of volunteer Snow Angels in several ways, including through the City’s website, by calling the Snow Angels Coordinator, or calling City’s 24-hour Dispatch Office.

### *Referral – Prioritized Walk Friendly Snow Removal Routes*

In response to the Council referral motion, staff reviewed and identified approximately 40 kilometres of highly frequented pedestrian sidewalks across the City in order to establish an estimate of the required cost, effort and resources to facilitate this additional service level. These locations encompass the majority of the City Centre, Steveston Village area, Ironwood area, as well as the area around Cambie Mall. The identified routes provide access to some of the key services including the Richmond Hospital, Canada Line stations, community centres, libraries, shopping plazas, etc.

Staff assessed the resources required to prioritize snow removal from the identified pedestrian sidewalks, noting specialized equipment would be needed for sidewalks. A minimum of three new Kubota rough terrain vehicles (RTVs) with a full cab and climate control with accessory V-plow attachments and brine tanks would need to be acquired, stored and maintained to clear these sidewalks on three different route areas.

Additional staff would also be required to provide this level of service, inclusive of six staff resources per shift including two per route area. Completion of one pass for each section, including plowing and brining from beginning to end (a ‘pass’), is expected to take approximately eight hours. This time estimate does not take into consideration the potential wait time to accommodate for pedestrians using the sidewalks.

Based on an estimated three snow events per season and assuming fourteen passes per event, the capital cost for this added service level is estimated at \$165,000 plus the annual operating cost of \$337,800 for a total of \$502,800 as summarized in Attachment 1. Costs could range an order of magnitude higher or lower based on the number and duration of snow events per year, as well as whether the work is performed during regular or overtime hours.

### *Challenges*

Snow removal from sidewalks is not currently identified under Council Policy 7013. With the exception of those adjacent to City-owned facilities, clearing of sidewalks is also not part of current operational practise during snow response. Available staff resources, which are at minimum levels during winter months associated with seasonal layoffs, are all fully allocated to established snow response priorities, inclusive of priority roadways and bus stops. Therefore, it would be impractical to rapidly increase staffing levels and conduct the required operational and

safety training required for these short term and sporadic events for pedestrian sidewalk clearing. The practise could also present a higher public safety risk as the water thaws and refreezes, creating the potential for black ice to form pending the next brining treatment or application. Additionally, and as per the City's Traffic Bylaw, the identified pedestrian sidewalks are the responsibility of the adjacent residents and business owners.

The V-plow attachments used on the equipment are effective in clearing a majority of the snow off the sidewalks, and brine is used to melt any of the remainder. The snow clearing process would create a windrow on either side of the walkway which may restrict access to private walkways, driveways and business access and could present a hazard for people accessing their cars parked adjacent to the sidewalks.

City-provided sidewalk snow clearing as an additional level of service would present concerns since it would provide direct benefit to only those property owners fronting the identified sidewalks and not others. This could create an equity issue and result in a cascading effect of service level expectations. The majority of the identified sidewalk locations are fronted by businesses which are responsible for snow removal independent of the City. Given the infrequent nature and typical short duration of these events, coupled with the additional cost and present sidewalk clearing requirements under Bylaw 5870, staff do not recommend expanding service to include snow removal from sidewalks adjacent to high use pedestrian sidewalks fronting residents and businesses. Staff are however considering recommending possible amendments to the Traffic Bylaw to further clarify the responsibilities of adjacent business and residents when it comes to clearing sidewalks.

#### Bike Lanes and Key Pedestrian Pathways

Bike lanes along major arterials typically become impassable not only during snow events, but also for a period of time after the event given snow ends up being pushed into these lanes as part of clearing the roads for vehicular travel. The accumulated quantities of snow take substantially longer to melt in order for the bike routes to be safely used again by cyclists.

Additionally, the City is continually expanding the construction of multi-use pathways (MUP) as part of encouraging environmentally-friendly travelling alternatives, including walking and cycling. To encourage and promote the safe return to these travelling modes at the earliest opportunity in key locations after snowfall events, staff have identified a suggested approach in the following section.

#### *Proposed Approach*

*Bike Lanes:* To clear bike lanes in a more expedient fashion, staff propose to conduct a pilot initiative in the 2022/2023 winter season to use existing equipment and resources to clear the snow from the bike lanes at suitable times after the conclusion of snowfall events. The process would involve the use of existing F-550 trucks with plow blades used in tandem with the larger snow response trucks. The snow would be moved back onto the roads by the F-550 trucks and subsequently crushed and dissipated by the larger snow response trucks. This process could only be done once conditions have warmed to the point where any safety concerns with moving the

snow back onto the arterial roads would be avoided and the practise is assured not to create hazards for either cyclists or vehicular travellers.

Delineated bike lanes would not be included at this time given they are too narrow for existing equipment to service. Staff are, however, evaluating opportunities to add plow capability as part of a new, narrower street sweeper being acquired for cleaning delineated bike lanes. Given acquisition process requirements and current supply chain challenges, the new mini sweeper is not expected to be in service for six to nine months.

*Key Pedestrian Pathways:* Pedestrian pathways are a City asset not captured by Bylaw 5870, nor do they generally abut residences or businesses. To facilitate clearing key pathway routes, staff propose to conduct a pilot initiative during the 2022/2023 winter season to clear snow and assess environmental impacts from the Railway Greenway MUP and the Alderbridge Way MUP. These pathways totalling five kilometres in length, see high pedestrian and cyclist traffic throughout the year and clearing them after a snow event will provide a safe passage for pedestrians and cyclists alike along this route.

A target timeline completion objective of 72 hours after the end of the snowfall event will be established for this pilot. A one-tonne (F-550) truck, which is already a part of the City's fleet inventory, outfitted with a plow and a brine unit will be used to provide this service. The results of this pilot can then be evaluated for functionality, accessibility, usage and environmental impacts as part of establishing any cost requirements for select application to additional pathways in the future.

### **Financial Impact**

The pilot initiatives identified in this report are proposed to be funded from within existing funding levels. Any future funding requirements associated with formalizing or expanding this service level would be identified as part of standard budget approval processes.

### **Conclusion**

This report provides an overview of the City's current priorities and operational response practices associated with winter snowfall events. The report addresses the November 16, 2021 referral from the Public Works and Transportation Committee meeting concerning priority pedestrian sidewalks to be considered for snow clearing by City forces. Staff do not recommend the City undertake clearing of pedestrian sidewalks where bylaw requirements currently already impose that responsibility onto residents and businesses, and to avoid service equity issues. There are also added costs and resource impacts to the City to provide this service.

To help cyclists and pedestrians return to these environmentally friendly travel modes in the most expedient fashion after snowfall events have ended, staff are proposing trial initiatives for clearing bike routes and the multi-use pathways along Railway Avenue and Alderbridge Way during the 2022/2023 winter season.

October 20, 2022

- 7 -



Larry Ford  
Manager, Roads and Construction Services  
(604-244-1209)

LF:rd

Att. 1: Pedestrian Sidewalks Snow Removal Costs Estimated for Three Snow Events

**Pedestrian Sidewalks Snow Removal Costs Estimated for Three Snow Events**

Table: High Use Pedestrian Sidewalks - Snow Removal Costs for Three Snow Events

<b>Resource</b>	<b>Required Funding</b>
<b>One Time/Capital Cost:</b>	
Equipment (3 Kubota RTVs and accessories at \$55,000 each)	\$165,000
<b>Capital Total</b>	<b>\$165,000</b>
<b>Annual Operating Cost:</b>	
Equipment Operation and Maintenance (\$12,500 each)	\$37,500
Staffing Resources (\$6,100 per snow event x estimated 14 passes per snow event x 3 events)	\$256,200
Truck and Trailer Rental (\$1,000 per event x 14 passes x 3 events)	\$42,000
Materials and Supplies (x 3 events)	\$2,100
<b>Annual Operating Total</b>	<b>\$337,800</b>
<b>Total Funding Required</b>	<b>\$502,800</b>



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**To:** Planning Committee **Date:** October 24, 2022  
**From:** John Hopkins **File:** 08-4060-05-01/2022-  
Director, Policy Planning Vol 01  
**Re:** **Referral Response on Land Uses Along the Steveston Waterfront and  
Proposed Amendments to the Steveston Area Plan and Zoning Bylaw**

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**Staff Recommendation**

1. That Richmond Official Community Plan Bylaw 7100, Amendment Bylaw 10371, to revise the land use policies to no longer permit residential uses in the Steveston Village Riverfront area contained in Section 2.4 of the Official Community Plan (Steveston Area Plan), be introduced and granted first reading;
2. That Richmond Zoning Bylaw 8500, Amendment Bylaw 10372, which revises the:
  - a. “Steveston Commercial (CS2)” zoning district to not permit residential and related land uses on a site-specific basis at 3866 and 3900 Bayview Street;
  - b. “Light Industrial (IL)” zoning district to not permit a residential security/operator unit on a site-specific basis at 3540 and 3880 Bayview Street and 12551 No. 1 Road; and
  - c. “Steveston Commercial and Pub (ZMU10)” zoning district to remove residential and related land uses from the zone, be introduced and granted first reading;
3. That Richmond Zoning Bylaw 8500, Amendment Bylaw 10394, which revises the “Steveston Commercial (CS2)”, “Light Industrial (IL)” and “Steveston Commercial and Pub (ZMU10)” zoning districts to not permit certain uses on a site specific basis at 3540, 3800, 3866, 3880, 3900 Bayview Street and 12551 No. 1 Road, be introduced and granted first reading;
4. That Richmond Official Community Plan Bylaw 7100, Amendment Bylaw 10392, to revise the permitted height of buildings to 9 m in the Steveston Village Riverfront area contained in Section 2.4 of the Official Community Plan (Steveston Area Plan), be introduced and granted first reading;
5. That Richmond Zoning Bylaw 8500, Amendment Bylaw 10393, which revises the “Light Industrial (IL)” zoning district to implement a 9 m maximum permitted building height on a site-specific basis at 3540 and 3880 Bayview Street and 12551 No. 1 Road, be introduced and granted first reading;

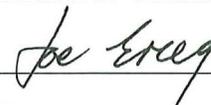
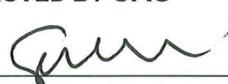
- 6. That Richmond Official Community Plan Bylaw 7100, Amendment Bylaws 10371 and 10392, having been considered in conjunction with:
  - a. the City’s Financial Plan and Capital Program; and
  - b. the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans, is hereby found to be consistent with said programs and plans, in accordance with Section 477(3) (a) of the Local Government Act; and
  
- 7. That Richmond Official Community Plan Bylaw 7100, Amendment Bylaws 10371 and 10392, having been considered in accordance with Section 475 of the Local Government Act and the City’s Official Community Plan Bylaw Preparation Consultation Policy 5043, is found not to require further consultation.



John Hopkins  
 Director, Policy Planning

(604-276-4279)

Att. 6

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Development Applications	<input checked="" type="checkbox"/>	
<b>SENIOR STAFF REPORT REVIEW</b>	<b>INITIALS:</b>	<b>APPROVED BY CAO</b>
		

## Staff Report

### Origin

The following referral was made at the February 8, 2022 Planning Committee meeting:

*To bring forward amendments to the Steveston Area Plan on the south side of Bayview Street between 3rd Avenue and No. 1 Road by:*

- (1) Removing the allowance of mixed commercial/residential uses from all plans on the waterfront.*
- (2) Holding active rezoning applications in abeyance until such time as the referral is addressed.*
- (3) Providing a map of the building at 3866 Bayview Street and the walkway around the end of it to examine a way to connect the two sites together.*

The following referral was made at the April 20, 2022 Planning Committee meeting:

*That staff be directed to (i) further define the term “mixed commercial” in order to clarify what will be permitted along the Steveston waterfront area, and (ii) provide further follow-up on the in-camera referral regarding the waterfront.*

At the April 20, 2022 Planning Committee meeting, staff were also advised to review the 20 m building height allowance along the Steveston waterfront and provide options for consideration.

This report supports Council’s Strategic Plan 2018-2022 Strategy #6 Strategic and Well-Planned Growth:

*6.1 Ensure an effective OCP and ensure development aligns with it.*

The referrals and responses provided in this report are applicable to the area on the south side of Bayview Street between 3rd Avenue and No. 1 Road. A location map with a summary of existing zoning of this area is contained in Attachment 1. Information on the current provisions of the Steveston Area Plan and existing zoning applicable to the area is contained in the ‘Related Policies and Studies’ section of the report.

This report contains 4 sections which respond to the February 8, 2022 and April 20, 2022 referrals from Planning Committee and a request for staff to review the 20 m building height allowance along the Steveston waterfront. Each section is summarized below:

- Section 1 provides information requested by the Planning Committee on 3866 Bayview Street.
  - Summary – No Steveston Area Plan or Zoning Bylaw amendments proposed.  
Section 1 is for information purposes only.
- Section 2 responds to the Planning Committee direction to remove the allowance for residential use and development to occur on the south side of Bayview Street between 3rd Avenue and No. 1 Road.

- Summary – Proposed Steveston Area Plan and Zoning Bylaw amendments (Bylaw 10371 and 10372) to prohibit all types of residential use and development in accordance with the Planning Committee direction on this matter.
- Section 3 clarifies permitted commercial and/or industrial land uses along the Steveston waterfront and proposes amendments to zoning to ensure compatibility to surrounding areas and continued support of the commercial fishing harbor.
  - Summary – Proposed minor amendments (Bylaw 10394) to the Steveston Commercial (CS2), Light Industrial (IL) and Steveston Commercial and Pub (ZMU10) zoning districts to not permit specific uses for the subject area.
- Section 4 reviews building height options along the Steveston waterfront area.
  - Summary – Proposed Steveston Area Plan and Zoning Bylaw amendments (Bylaws 10392 & 10393) to reduce the maximum building height to 9 m.

## **Related Policies and Studies**

### Steveston Area Plan

The Steveston Area Plan designates properties on the south side of Bayview Street between 3rd Avenue and No. 1 Road for Heritage Mixed Use that allows for commercial and/or industrial uses with residential and/or office uses above (Attachment 2 – Steveston Waterfront Neighborhood Land Use Map). This current land use designation allows for the potential development of mixed commercial and residential buildings along the Steveston Village Riverfront area.

The Steveston Area Plan allows a maximum density of 1.2 Floor Area Ratio (FAR), a maximum building height of 20 m and a 2-storey building maximum for the Steveston Village Riverfront area.

### Existing Zoning

Existing zoning for lots on the south side of Bayview Street between 3rd Avenue and No. 1 Road is summarized in Attachment 1.

Current zoning for the subject area permits more intensive residential uses or a dwelling unit (servicing as a residential caretaker unit). Proposed residential development in the subject area that complies with existing zoning would require approval of a Development Permit and Heritage Alteration Permit by Council if work involves modification to the exterior of the existing building or if new building area is proposed. It is possible under current zoning that a residential use can be added to a site through a building permit process only, with no Council approval required, if the work involves no exterior alterations or new building area.

## Section 1 – 3866 Bayview Street Information

### Jurisdiction Information

The site at 3866 Bayview Street consists of an upland lot, accessed from Bayview Street, and an adjoining water lot, located to the south (Attachment 3). Steveston Commercial (CS2) zoning applies to the upland lot and water lot. A 3-storey commercial building which was built in the late 1980s is located across both the upland lot and water lot. The water lot is Provincial Crown land and under the jurisdiction of the Province of BC (administered by the Ministry of Forests, Lands, Natural Resource Operations and Rural Development – FLNRORD). Provincial staff have confirmed that the owner of the upland lot at 3866 Bayview Street has a Provincial license of occupation over the water lot to use this area for commercial purposes.

### Public Walkway

No public access provisions, through legal agreements or statutory right-of-ways, exists over 3866 Bayview Street (upland and water lot portion). Any kind of public access around the building on the water lot would require an agreement to establish a new Provincial license as administered by FLNRORD. Further, staff at the Department of Fisheries and Oceans – Small Craft Harbours (DFO-SCH) and Steveston Harbour Authority (SHA) have indicated that any projects that enhance public access to and along the waterfront, including opportunities to provide for a continuous walkway, would be beneficial to the commercial fishing harbour so long as harbour operations are not impacted and involve no encroachment onto areas needed to maintain boat access to SHA facilities and safe boat navigation within the harbour is maintained. Discussions will continue with both FLNRORD and SHA staff to find opportunities for a continuous waterfront walkway.

In response to the Planning Committee request about the existing development on the subject site and ability for public walkway connections to be provided to neighbouring sites, staff note the following:

- There is no connection to areas east of the subject site and the current building footprint does not allow for space to accommodate any walkway works along the east portion of the site as shown in the map contained in Attachment 3.
- Through staff research, the original building and commercial retail unit configuration on the ground floor had two separate units located on the water lot portion of the site. With this past unit configuration and to ensure a means of access was available to the southern most unit, access would have been provided through a walkway along the west portion of the site. These two ground floor units were later consolidated into one unit to accommodate a single tenant. As a result, the walkway providing access to the end unit would no longer have been required.
- There is no opportunity to establish a waterfront walkway based on the current development configuration on the subject site. Bayview Street provides an east-west public walkway that enables public access to and along the waterfront, as an interim measure, until a continuous waterfront walkway is established.
- For 3866 Bayview Street (upland and water lot), the opportunity to secure and develop public access to and along the waterfront and connections to neighbouring sites will be

through a comprehensive redevelopment proposal involving a rezoning. Any redevelopment would need to comply with recently amended Steveston Area Plan waterfront walkway policies approved by Council on March 21, 2022 to achieve a continuous waterfront walkway in this area.

## **Section 2 – Prohibiting Residential Use and Development along the Steveston Waterfront**

### Proposed Amendments to the Steveston Area Plan

In accordance with the February 8, 2022 referral and direction from the Planning Committee to remove the allowance for mixed commercial/residential development, proposed amendments to the Steveston Area Plan will:

- Replace the existing land use designation for properties on the south side of Bayview Street between 3rd Avenue and No. 1 Road with a new ‘Waterfront Commercial-Industrial’ designation. This new designation would only permit a combination of commercial and/or industrial uses on a site within a building(s), including office use at or above grade. No residential development would be permitted. The proposed Steveston Waterfront Neighbourhood Land Use Map is contained in Attachment 4 for reference purposes.
- Revise various land use policies and Development Permit Guidelines throughout the Steveston Area Plan to be consistent with the new ‘Waterfront Commercial-Industrial’ land use designation and identify that residential land uses are not permitted along the waterfront.

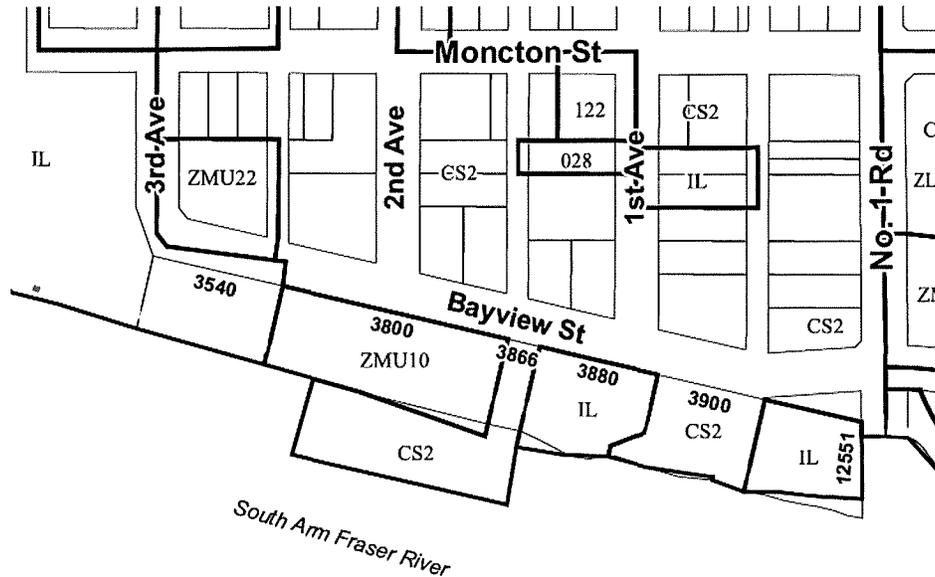
Presently, no residential development exists on the lots south of Bayview Street between 3rd Avenue and No. 1 Road. The introduction of residential development in this area may result in additional pressures on waterfront land based on residential land use priorities (i.e., protection of residential views, noise/activity conflicts) that would undermine the City’s objectives of maximizing public use and access to and along the waterfront.

These proposed amendments would not impact the ability for commercial and/or industrial development to occur along the waterfront between 3rd Avenue and No. 1 Road. The Steveston Area Plan contains supporting land use policies for the development of waterfront lots for commercial and/or industrial use to ensure that this area remains a vibrant commercial centre and supports the commercial fishing harbour. Under these changes, development could consist of commercial only, industrial only or a combination of commercial and industrial development together.

### Proposed Zoning Bylaw Amendments

A number of amendments to existing zoning of the six properties located in this area are proposed in response to the February 8, 2022 referral and direction provided to staff. It is staff’s understanding that the referral is intended to remove the allowance of residential uses and ensure no form of residential development establishes in this area. To ensure zoning regulations applicable to these six properties are clear and transparent, amending the zoning for the six properties in this area to remove residential uses is recommended as each zone permits some form of residential development as shown in Diagram 1.

Diagram 1



Site	Current Zoning	Summary of Permitted Residential and Related Uses
3540 Bayview St.	Light Industrial (IL)	Residential security/operator unit.
3800 Bayview St.	Steveston Commercial and Pub (ZMU10)	Apartment housing (condos and/or rental) Includes uses that could occur within a dwelling for boarding and lodging, community care facility and home businesses.
3866 Bayview St.	Steveston Commercial (CS2)	Apartment housing (condos and/or rental) Includes uses that could occur within a dwelling for boarding and lodging, community care facility and home businesses.
3880 Bayview St.	Light Industrial (IL)	Residential security/operator unit.
3900 Bayview St.	Steveston Commercial (CS2)	Apartment housing (condos and/or rental) Includes uses that could occur within a dwelling for boarding and lodging, community care facility and home businesses.
12551 No. 1 Rd.	Light Industrial (IL)	Residential security/operator unit.

The zoning revisions are aligned with the proposed changes to the Steveston Area Plan to remove all residential use provisions for the area. Proceeding with amendments to the Steveston Area Plan only would not address the potential for residential uses to locate or establish in the area as current zoning allows some form of residential development on each site. A summary of the recommended zoning revisions to the six properties between 3rd Avenue and No. 1 Road is provided below.

- Light Industrial (IL): Remove the allowance for a “residential security/operator unit” on a site-specific basis for the properties located at 3540 and 3880 Bayview Street and 12551 No. 1 Road.
- Steveston Commercial and Pub (ZMU10): Remove the allowance for “housing apartment” and all related residential uses (i.e., boarding and lodging; community care facility; home business) in this zone for the site at 3800 Bayview Street.
- Steveston Commercial (CS2): Remove the allowance for “housing apartment” and all related residential uses (i.e., boarding and lodging; community care facility; home business) on a site-specific basis for the properties located at 3866 and 3900 Bayview Street.

### **Section 3 – Clarification of Permitted Commercial and Industrial Uses**

This section responds to the April 20, 2022 Planning Committee referral requesting clarification of the term “mixed commercial” and permitted uses along the Steveston waterfront area.

#### Proposed ‘Waterfront Commercial-Industrial’ Designation

The proposed ‘Waterfront Commercial-Industrial’ designation is intended to allow commercial, industrial or a mix of commercial and industrial uses along the waterfront. As a result, development on a site could consist of commercial only, industrial only or a combination of commercial and industrial development together.

#### Assessment of Permitted Commercial and Industrial Uses (Existing Zoning)

In support of the ‘Waterfront Commercial-Industrial’ designation proposed along the Steveston waterfront, staff assessed all of the permitted uses allowed under existing zoning for the area to ensure that uses are compatible with the surrounding area and support the commercial fishing harbor. A summary of the each site’s zoning and the permitted commercial and industrial uses is provided in the first table contained in Attachment 5.

The current zoning allows for a wide range of commercial and/or industrial uses and activities to occur along the waterfront that would service the community, business/industry, visitors and those that work in the area. Minor amendments to the permitted uses in zoning are proposed and summarized in the following section of this report.

#### Proposed Minor Amendments to Permitted Uses in Zoning along the Waterfront

The second table in Attachment 5 lists the uses that would no longer be permitted for sites along the waterfront as proposed in this report.

For the Light Industrial (IL) zoning, the following uses are proposed to no longer be permitted on the sites at 3540 and 3880 Bayview Street and 12551 No. 1 Road:

- animal shelter;
- auction, minor;
- car or truck wash;
- fleet service; and
- recycling depot.

For Steveston Commercial (CS2) and Steveston Commercial and Pub (ZMU10) zoning, the following uses are proposed to no longer be permitted on the sites at 3800, 3866, and 3900 Bayview Street:

- recycling depot.

These proposed changes are minor in nature and zoning for these sites would continue to support the commercial fishing harbor and business/activities in the surrounding area.

**Section 4 – Review of the 20 m Building Height Allowance (Waterfront Area)**

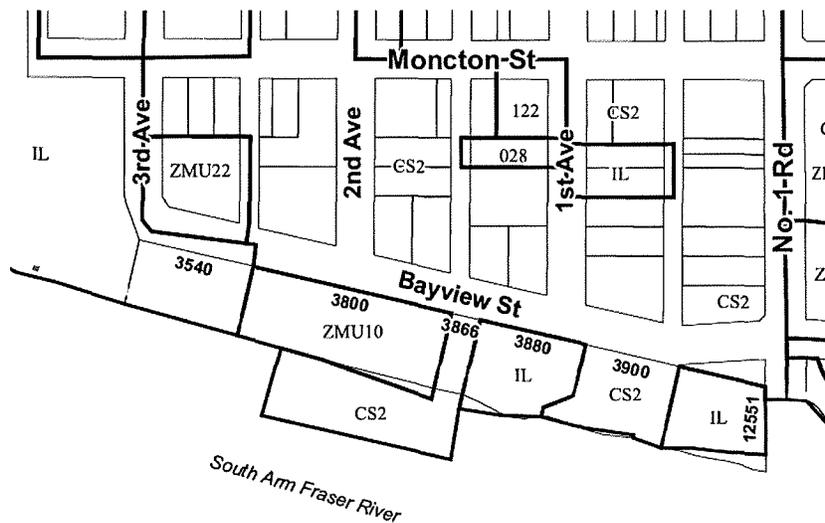
This section responds to the April 20, 2022 Planning Committee request to review the 20 m building height allowance for the Steveston waterfront area and present options for Council’s consideration. This review is limited to maximum building height only as provisions in the Steveston Area Plan related to maximum density (1.2 FAR) and number of storeys permitted (2-storey building maximum) are proposed to remain unchanged.

Assessment of Existing Building Height Land Use Policies and Regulations

The Steveston Area Plan current building height maximum is 20 m. This height maximum references the geodetic survey datum of Canada (GSC) as a baseline to measure building height. The maximum building height of 20 m provides for the allowance of cannery type buildings with higher peaked roof ridges, which is characteristic of historical development fronting the water.

Current zoning allows a maximum building height of 9 m for properties zoned Steveston Commercial (CS2) and Steveston Commercial and Pub (ZMU10). For properties zoned Light Industrial (IL), current zoning allows a maximum building height of 16 m (refer to Diagram 2).

*Diagram 2*



Site	Current Zoning	Maximum Permitted Building Height
3540 Bayview St.	Light Industrial (IL)	16 m
3800 Bayview St.	Steveston Commercial and Pub (ZMU10)	9 m
3866 Bayview St.	Steveston Commercial (CS2)	9 m
3880 Bayview St.	Light Industrial (IL)	16 m
3900 Bayview St.	Steveston Commercial (CS2)	9 m
12551 No. 1 Rd.	Light Industrial (IL)	16 m

Existing development along the waterfront consist of 1 to 3-storey buildings. The following provides a summary of approximate building heights for existing development along the waterfront (note: measurements based on where the building intersects the ground to the top of the roof):

- 3800 Bayview Street (Steveston Landing) – 1 and 2-storey building massing; approximate building height range – 5 m to 9 m.
- 3866 Bayview Street – 3-storey building; approximate building height – 14.5 m.
- 3900 Bayview Street – 1-storey (plus mezzanine) building massing; approximate building height range – 6 m to 9 m.
- 12551 No. 1 Road – 1-storey building massing; approximate building height – 5 m.

### Building Height Options

#### *Option 1 – No proposed changes to maximum building height (NOT RECOMMENDED)*

Option 1 continues to allow a maximum building height of 20 m along the waterfront for properties on the south side of Bayview Street. No changes to the Steveston Area Plan or existing zoning would be required under Option 1. The intent of having higher building heights was to allow the potential for new development to emulate the historical character of cannery type buildings along the water.

A building with a maximum height of 20 m may result in a significantly large building form that would be taller and out of scale with other existing developments along the waterfront. This may result in challenges to achieving other high priority objectives along the waterfront, which include:

- Maximizing public access to the waterfront from Bayview Street as larger building forms may act to separate the waterfront area from the rest of Steveston Village.
- Ensuring pedestrian friendly and animated streetscapes along waterfront walkway, public sidewalks and access from Bayview Street to the water is coordinated with complementing building forms and massing.
- The challenge of effectively managing adjacency conditions where significant differences in building height occur between sites.

Based on the above, Option 1 is not recommended.

#### *Option 2 – Reduce Maximum Building Height from 20 m to 9 m (RECOMMENDED)*

Option 2 proposes to reduce maximum building height from 20 m to 9 m for lots along the south side of Bayview Street between 3rd Avenue and No. 1 Road along the waterfront.

Reducing maximum building height to 9 m along the waterfront area achieves the following:

- Establishes a building height that is similar to existing development that has occurred in the area.
- A building form that provides maximum opportunity for achieving public access to and along the waterfront.

- Effective management of the interface between new and existing developments.
- A pedestrian friendly scale of development in an area.
- Allows Council to consider, on a case-by-case basis, variances to the 9 m maximum building height.

Based on the above, Option 2 is recommended and would involve the following proposed amendments to the Steveston Area Plan and Zoning Bylaw (Bylaws 10392 and 10393):

- Steveston Area Plan – Amend the ‘Steveston Village Land Use Density and Building Height Map’ to reduce the maximum building height to 9 m and revise land use policies and Development Permit Guidelines throughout the Steveston Area Plan to be consistent with the 9 m maximum building height along the waterfront.
- Zoning Bylaw – Amend the Light Industrial (IL) zone, to reduce the maximum building height from 16 m to 9 m for the properties at 3540 and 3880 Bayview Street and 1255 1 No. 1 Road.

## Analysis

### Implications to Development Proposals

As outlined in this report, various Steveston Area Plan and Zoning Bylaw amendments are proposed to prohibit residential use/development, clarify commercial/industrial uses and reduce the maximum permitted building height to 9 m along the Steveston waterfront area.

If endorsed by Council, these proposed Steveston Area Plan and Zoning Bylaw amendments will have immediate effect for the properties on the south side of Bayview Street between 3rd Avenue and No. 1 Road.

Within this area, two development applications have been submitted at 3880 Bayview Street (RZ 17-770978) and 3900 Bayview Street (ZT 20-903989). A brief summary description of each project is provided below:

- 3880 Bayview Street (RZ 17-770978)
  - A new 3-storey building (above grade) with a parkade structure below grade.
  - Mixed used development with commercial uses at grade and residential uses above (22 proposed residential dwelling units).
  - Proposed density of 1.51 FAR (approximate).
  - Approximate building height is 19 m.
- 3900 Bayview Street (ZT 20-903989).
  - Proposal to develop a second storey to the existing commercial building and incorporate one residential dwelling unit. New residential floor area from this proposal is (481 m<sup>2</sup> or 5,175 ft<sup>2</sup>).
  - Proposed density of 0.72 FAR (approximate)
  - Approximate building height is 9 m.

If Council approves the Steveston Area Plan and Zoning Bylaw amendments outlined in this report, there would be no policy basis to support these applications as they would not be

consistent with the provisions of the Steveston Area Plan. As a result, staff would communicate to both of these applicants that their applications should be withdrawn. If the applicants do not withdraw the applications, staff will bring them forward to Planning Committee in due course with a recommendation that the rezoning applications be denied.

### **Consultation**

Written correspondence has been received by the City for two properties in the area under review (3880 and 3900 Bayview Street) and is contained in Attachment 6. In summary, the correspondence received are opposed to removing residential uses on the south side of Bayview Street. City staff also have been in communication with the applicants for the development applications on Bayview Street, which included a meeting (via web conference) with the proponents of the proposal at 3900 Bayview Street on March 7, 2022. In these discussions, concerns were noted about the referrals, impacts to their existing proposals and future intended use of the property.

City staff also consulted with DFO-SCH and SHA to provide information and updates on the referrals to the waterfront area. Staff also provided information to DFO-SCH and SHA staff on the proposed changes to zoning and permitted commercial/industrial uses in the area that are considered minor and do not impact the viability or operations of the commercial fishing harbour and waterfront area. SHA has reviewed the minor changes to permitted commercial/industrial uses in this area and confirmed they have no objection to these changes. City staff will update DFO-SCH and SHA staff to inform them when this matter will be considered by Council, including opportunities to provide any additional comments and feedback to Council.

The Steveston Area Plan and Zoning Bylaw amendments proposed in this report will be forwarded to a Public Hearing. Prior to the Public Hearing, all impacted properties located on the south side of Bayview Street will be notified and the public will have the opportunity to comment at the Public Hearing. In conjunction with the City's Official Community Plan Consultation Policy No. 5043, no additional consultation is recommended.

### **Conclusion**

This report responds to the:

- February 8, 2022 Planning Committee referral and direction to remove the allowance for residential uses and development along the waterfront area;
- April 20, 2022 Planning Committee referral to clarify commercial/industrial uses and direction to review and provide options on building height along the waterfront.

This report also presents information about the site at 3866 Bayview Street, as requested by Council.

As a result of the land use referrals for the Steveston waterfront area (south side of Bayview Street between 3rd Avenue and No. 1 Road), staff recommend the following:

- To remove the allowance for residential uses and development, Richmond Official Community Plan Bylaw 7100, Amendment Bylaw 10371 and Richmond Zoning Bylaw, Amendment Bylaw 10372, be introduced and granted first reading;
- To undertake minor amendments to not permit specific uses, Richmond Zoning Bylaw, Amendment Bylaw 10394, be introduced and granted first reading; and
- To reduce maximum building height to 9 m, Richmond Official Community Plan Bylaw 7100, Amendment Bylaw 10392 and Richmond Zoning Bylaw, Amendment Bylaw 10393, be introduced and granted first reading.

Based on the recommendations of this report and implications to existing development applications in the area, City staff will be advising these applicants to withdraw their applications.



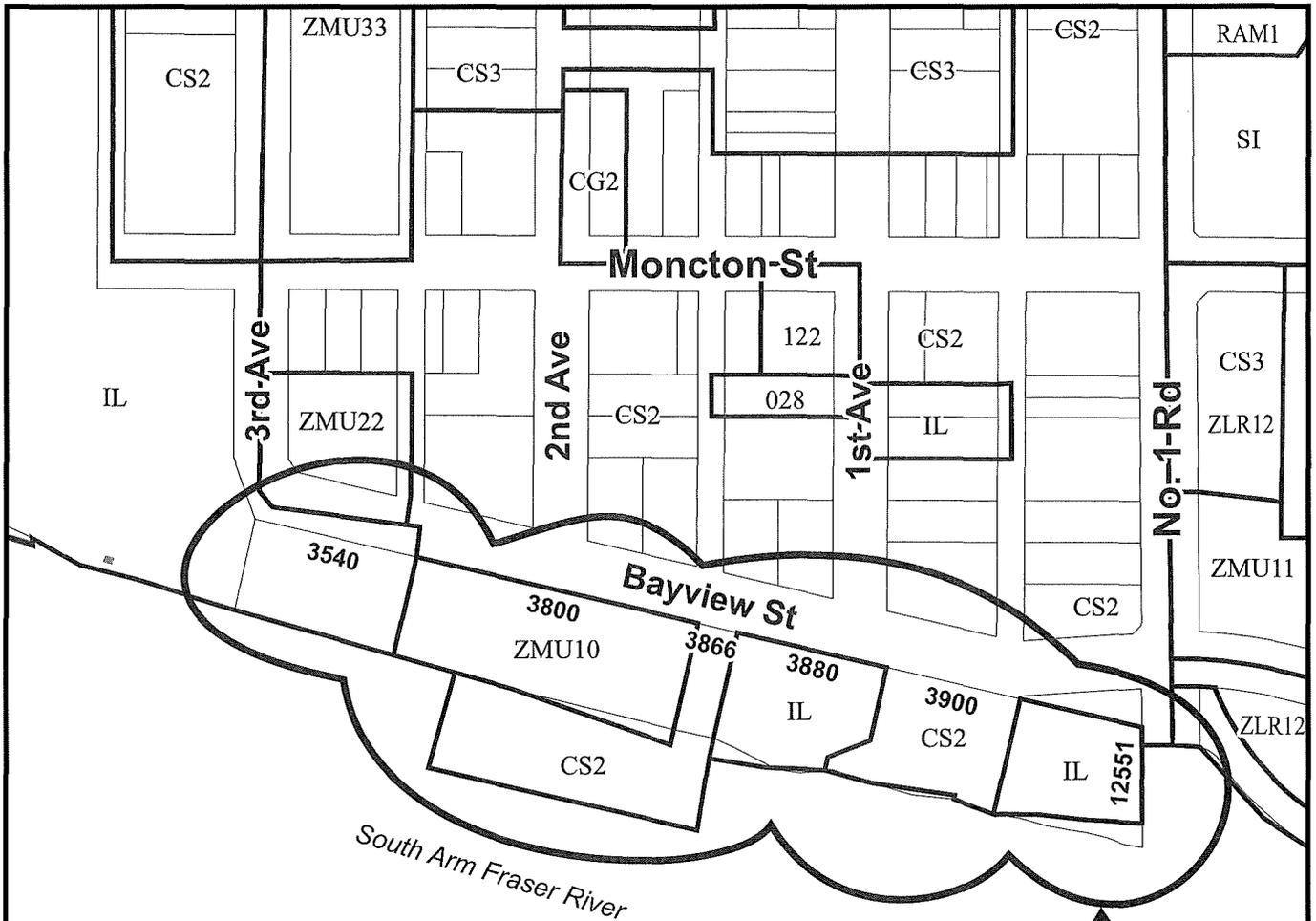
Kevin Eng  
Planner 3  
(604-247-4626)

KE:cas

- Att. 1: Location Map
- 2: Steveston Waterfront Neighbourhood Land Use Map (Existing)
  - 3: Map of 3866 Bayview Street
  - 4: Steveston Waterfront Neighbourhood Land Use Map (Proposed)
  - 5: Summary Table of Permitted Uses for Zoning along the Steveston Waterfront
  - 6: Public Correspondence



City of  
Richmond



**Location of Proposed Steveston Area Plan and Zoning Amendments**

Site	Current Zoning
3540 Bayview St.	Light Industrial (IL)
3800 Bayview St	Steveston Commercial and Pub (ZMU10)
3866 Bayview St	Steveston Commercial (CS2)
3880 Bayview St	Light Industrial (IL)
3900 Bayview St	Steveston Commercial (CS2)
12551 No. 1 Rd	Light Industrial (IL)



**Steveston Village  
Waterfront Area**

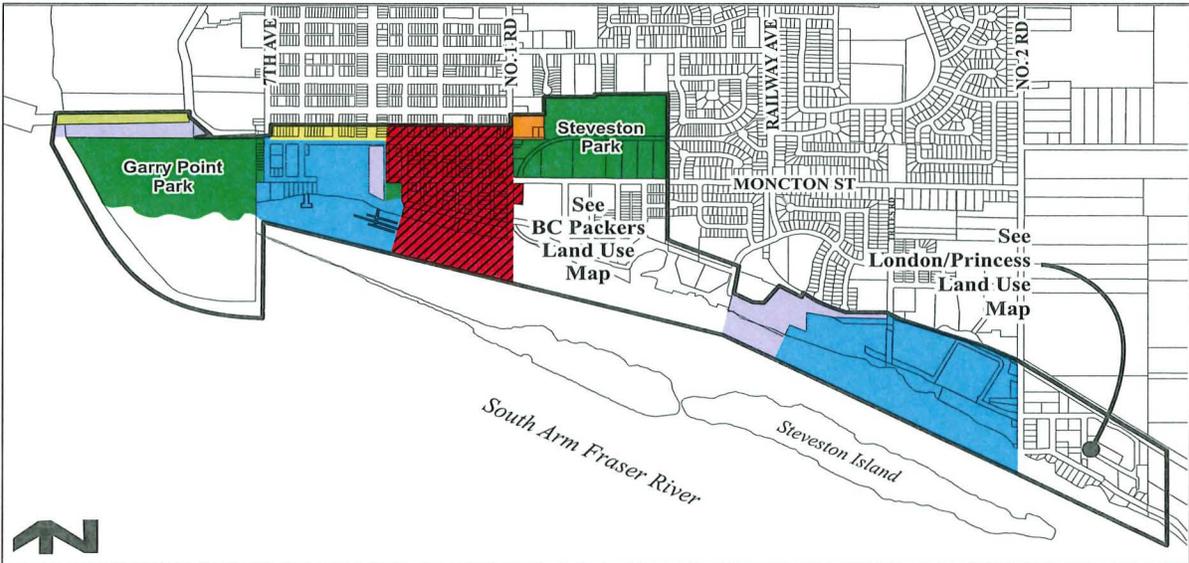
Original Date: 11/22/21

Revision Date: 08/09/22

Note: Dimensions are in METRES

# Steveston Waterfront Neighbourhood Land Use Map

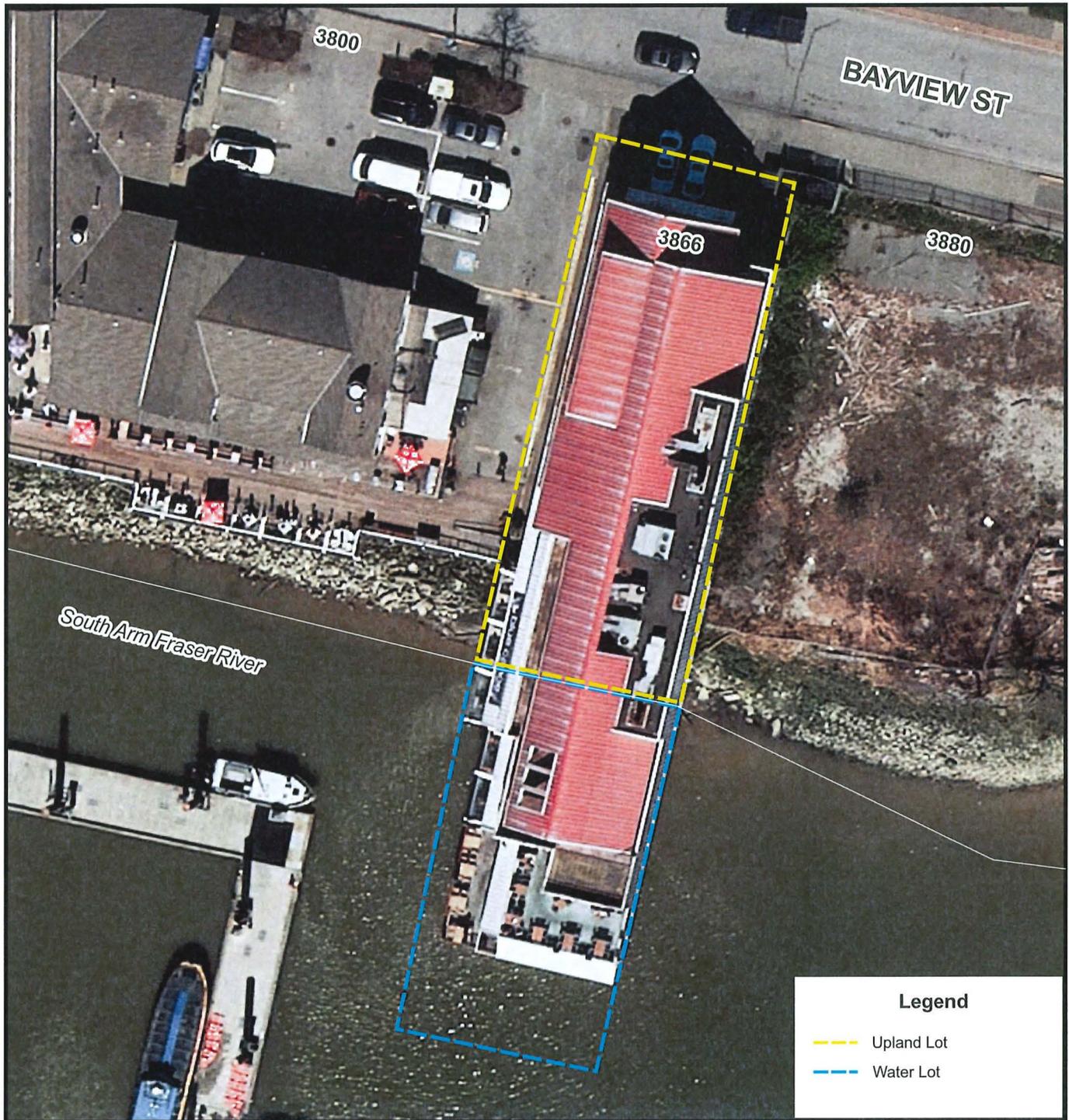
Bylaw 8432  
2010/05/25



	Residential		Multiple-Family (Including Congregate Care Housing with complementary Community/Commercial uses)
	Maritime Heritage		Heritage Mixed Use (Commercial-Industrial with Residential & Office Above)
	Industrial		Public Open Space
	Commercial		Conservation Area



# City of Richmond



**Legend**

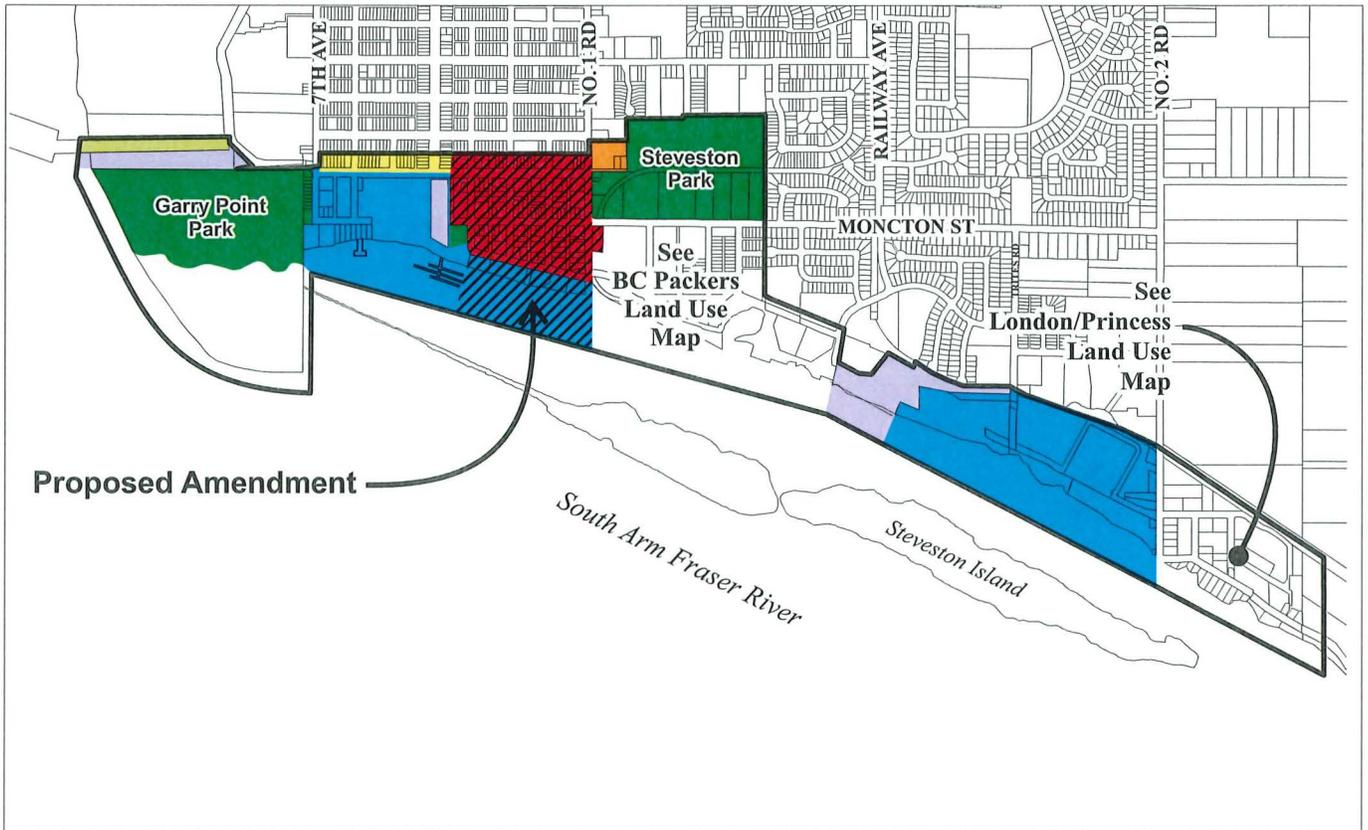
- Upland Lot
- Water Lot



## 3866 Bayview Street

Original Date: 06/17/22  
Revision Date:  
Note: Dimensions are in METRES

# Steveston Waterfront Neighbourhood Land Use Map



### Summary Table of Permitted Uses for Zoning along the Steveston Waterfront

*Note – Residential and residential-related uses are not included*

Zoning/Sites	Commercial Uses	Industrial Uses	Other/Service Uses
Light Industrial (IL) 3540 and 3880 Bayview St. 12251 No. 1 Rd.	-auction, minor -restaurant	-commercial storage -commercial vehicle parking and storage -contractor service -fleet service -industrial, general -industrial, manufacturing -industrial, warehouse -manufacturing, custom indoor -vehicle repair -vehicle body repair or paint shop	-animal daycare -animal grooming -animal shelter -car/truck wash -child care -recreation indoor -recycling depot -recycling drop-off -utility, minor
Steveston Commercial (CS2) 3866 and 3900 Bayview St.	-hotel -liquor primary establishment -office -restaurant -retail, convenience -retail, general -retail, second hand -service, business support -service, financial -service, household repair -service, personal studio -veterinary service	-industrial, general -manufacturing, custom indoor -microbrewery, winery and distillery	-animal grooming -broadcasting studio -child care -education -education, commercial -entertainment, spectator -government service -greenhouse & plant nursery -health service, minor -parking, non-accessory -recreation indoor -recycling depot
Steveston Commercial and Pub (ZMU10) 3800 Bayview St.	-hotel -liquor primary establishment -neighbourhood public house -office -restaurant -retail, convenience -retail, general -retail, second hand -service, business support -service, financial -service, household repair -service, personal -studio -veterinary service	-industrial, general -manufacturing, custom indoor	-animal grooming -broadcasting studio -child care -education -education, commercial -entertainment, spectator -government service -greenhouse & plant nursery -health service, minor -parking, non-accessory -recreation indoor -recycling depot

### Summary of Uses Proposed to be Removed from Existing Zoning along the Steveston Waterfront

Zoning	Sites	Uses Proposed to be removed
Light Industrial (IL)	3540 and 3880 Bayview St. 12251 No. 1 Rd.	auction, minor; animal shelter; car/truck wash; fleet service; recycling depot
Steveston Commercial (CS2)	3866 and 3900 Bayview St.	recycling depot
Steveston Commercial and Pub (ZMU10)	3800 Bayview St.	recycling depot

Dear Mayor and Council members

I am Brian Veljacic. A commercial fisherman . I live in the Waves building across the street from the former Esso site on Bayview Street.

I recently watched the Feb 8/22 council meeting. Focus was on the Steveston boardwalk discussion. I want to thank the council's proposal for the continuous boardwalk and proposed access links to the waterfront. This is an excellent Steveston community proposal and long overdue. We want to promote foot traffic, not block it.

I was shocked and jaw droppingly disappointed in the council's comments on the non-residential use south of Bayview Street. This topic was not on the agenda. Also recommended by council, was to stop any in-stream zoning applications.

I presently have a zoning text amendment application for 3900 Bayview Street, known as Riversong. My application was submitted around April 2020. Myself, Architects and city planners (Cynthia and Minhee) have been back and forth working on this for probably 2 years prior to submission. We have been reduced to building only a single unit apartment dwelling. On the second level of the existing building structures. Hence the text amendment to the current CS2 zoning. I am not asking to rezone but to merely make a text amendment to the existing zoning. To allow a single residential unit rather than 2 or more units. As is presently permitted under the current zoning.

I want to thank Mr. Steves. My wife and I met Mr. Steves, 15 years ago, regarding our building application in Steveston Village. 12231 First Ave, known as the Waves building. After Mr. Steves endorsed our plans , we have continued to get public praise as to how beautiful our building turned out. I have lived in the Waves building since it was built. A mixed use building. Thank you.

Our family immigrated from a small fishing village in Croatia. All my brothers, uncles, father and grandparents fished out of the Steveston BC Packers imperial plant. I have fished out of Steveston for 45 years. My dream is to build on the second level at 3900 Bayview street. Live out the rest of my days looking out over the Fraser River where I worked.

3900 Bayview is currently zoned CS2, mixed use residential. I originally purchased the lease property with the intention to build my dream home. We do not plan to exceed the existing footprint or height restrictions. We do not plan to restrict or change any of the existing access corridors. Even after the addition we will still be under the 1.0 FAR. There is already a second mezzanine level in the building. We plan to use this floor level and expand on it.

During the years of back and forth with city planners. They have requested us to contract surveyors, traffic consultants, parking consultants, geotects and architects. We have invested considerable time and funds to move towards our dream. Our proposed addition, like the Waves

building. Will be a welcome addition to Steveston Village. I am confident we will again get continued compliments from the public.

I hope you understand how personal this project is for our family. I am doing this to build a retirement residence not to sell or flip for profit.

Council suggested that mixed use residential on the south side of Bayview Street will restrict public access to the waterfront. I disagree. Once I move into the new unit . This will free up my unit in the Waves building for a family to enjoy our village. Again, our second level unit will not restrict the existing access corridors to the waterfront. We currently have 2 access links to the waterfront on our property now. We will maintain the status quo. Also mixed use residential brings a vibrant living/working atmosphere to our community. Please do not take this away.

Community in Steveston is important to me. I worked hard over the last 15 years maintaining a vibrant Stevstom community and will continue to work for the community. I keep a high standard of maintenance on our properties. I am proud to be part of the Steveston Village community.

I wonder if you may be confusing my simple text amendment application with the 3880 Bayview application. The former Esso site. I would be happy to explain our proposal to the council if they are not familiar.

I would like a meeting with all council members to explain my application. To get an explanation from the council , why they believe my single unit will restrict public access to the waterfront. Please explain how the council can stop a 2 year in stream application when we are already zoned CS2 residential mixed use.

I would like you to reconsider your motion and allow our text amendment application to proceed.

Please let me know when we can meet,

Thank you Brian Veljacic

## Eng, Kevin

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**From:** Ken Chow (IFA) <ken@interfacearchitecture.com>  
**Sent:** February 9, 2022 1:15 PM  
**To:** Badyal, Sara  
**Cc:** Jason Zhang; Jun Zi; Eng, Kevin; Craig, Wayne  
**Subject:** RE: Planning Committee referral regarding residential development on the south side of Bayview Street

**City of Richmond Security Warning:** This email was sent from an external source outside the City. Please do not click or open attachments unless you recognize the source of this email and the content is safe.

Hi Sara:

I was aware that yesterday's Planning Committee was considering waterfront access amendments to the Steveston Area Plan and was resigned to its endorsement. However, this new referral motion to eliminate residential uses south of Bayview is a big surprise, and a project killer. Even without a vested stake in this project, I am shocked by this motion while our proposal is in-stream, as will be the owners.

Since 2017, the goal posts have constantly moved as previous detailed and outlined here:

1. Permitted to develop to a max 1.6 FAR, 3-storeys, mixed-use
2. Dike requirements required designing to Bayview potentially raised 1.5m, 3.25m front yard setback
3. Area Plan revised to reduce to 1.2 FAR, 2-storeys, mixed-use
4. Push to move boardwalk entirely on subject site (no water lot encroachment)
5. Area Plan revises again to relocate Required Connection #5 from east side to west side of subject site.
6. Now, Area Plan proposes removing residential as a permitted use!!!

The owners bought the property in 2016 in good faith with an expected development potential. They will now feel their property ownership rights have been disregarded.

Understand that the various government agencies have been impossible to coordinate support for previous concepts; I now know they are very opaque to deal with and remain silo'ed in their roles. We have pushed hard to make progress, but the moving goal posts have caused delays as each new design concept requires additional outreach efforts.

Thanks for listening. I would guess the City deals with these difficult situations from time to time. If there is any course of action that may help our client, please advise.

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Ken

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**From:** Badyal, Sara  
**Sent:** February 9, 2022 11:23 AM  
**To:** 'Ken Chow (IFA)'  
**Subject:** Planning Committee referral regarding residential development on the south side of Bayview Street

Hi Ken,

I am writing to let you know that yesterday, at the February 8, 2022 Planning Committee meeting:

- Planning Committee endorsed the Steveston waterfront walkway report, titled “Referral Response on Public Access Along the Steveston Waterfront and Proposed Amendments to the Steveston Area Plan” by Kevin Eng.
- Planning Committee passed a referral motion directing staff to remove the ability to construct residential units on the south side of Bayview Street. The referral motion includes language directing staff to hold rezoning applications for residential development in abeyance until the referral is addressed.

As a result of Planning Committee direction, we will not be able to continue to review your application until the referral motion is addressed.

Please note that the report and referral will be placed on the agenda for consideration at the February 14, 2022 Council meeting on Monday night.

Planning Committee Meetings - link to 2022 meeting agendas, minutes and audiovisual recordings:

<https://www.richmond.ca/cityhall/council/meeting/WebAgendaMinutesList.aspx?Category=24&Year=2022>

Council Meetings - link to 2022 meeting agendas, minutes and audiovisual recordings:

<https://www.richmond.ca/cityhall/council/meeting/WebAgendaMinutesList.aspx?Category=6&Year=2022>

If you would like to discuss further or require additional information, please feel free to call me at 604-276-4282.

Regards,

Sara Badyal, M. Arch, RPP

*Planner 3*

**Development Applications Department**

City of Richmond | 6911 No. 3 Road, Richmond, BC V6Y 2C1

P (604) 276-4282 | W [www.richmond.ca](http://www.richmond.ca) | E [sbadyal@richmond.ca](mailto:sbadyal@richmond.ca)

People | Excellence | Leadership | Team | Innovation



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**Richmond Official Community Plan Bylaw 7100  
Amendment Bylaw 10371 (Revisions to the Steveston Area Plan)**

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

1. Richmond Official Community Plan Bylaw 7100, as amended, is further amended at Schedule 2.4 (Steveston Area Plan):
  - a. at Section 3.2 (Waterfront Neighbourhoods Overall Policies), by adding the following clause h) under the heading “Policies: Land Uses”:

“h) Residential uses and development are not permitted in the Steveston Village Riverfront Area along the south side of Bayview Street between 3rd Avenue and No. 1 Road.”;
  - b. at Subsection 3.2.3 (Steveston Village Node), by inserting the following as a new clause e) under the heading “Policies” and renumbering the remaining clauses to f), g), h), i) and j) accordingly:

“e) Residential uses and development are not permitted in the Steveston Village Riverfront Area along the south side of Bayview Street between 3rd Avenue and No. 1 Road.”;
  - c. at Subsection 9.2.2 (Massing and Height), by deleting the paragraph entitled “Cohesive Character Areas” and replacing it with the following:

**“Cohesive Character Areas**

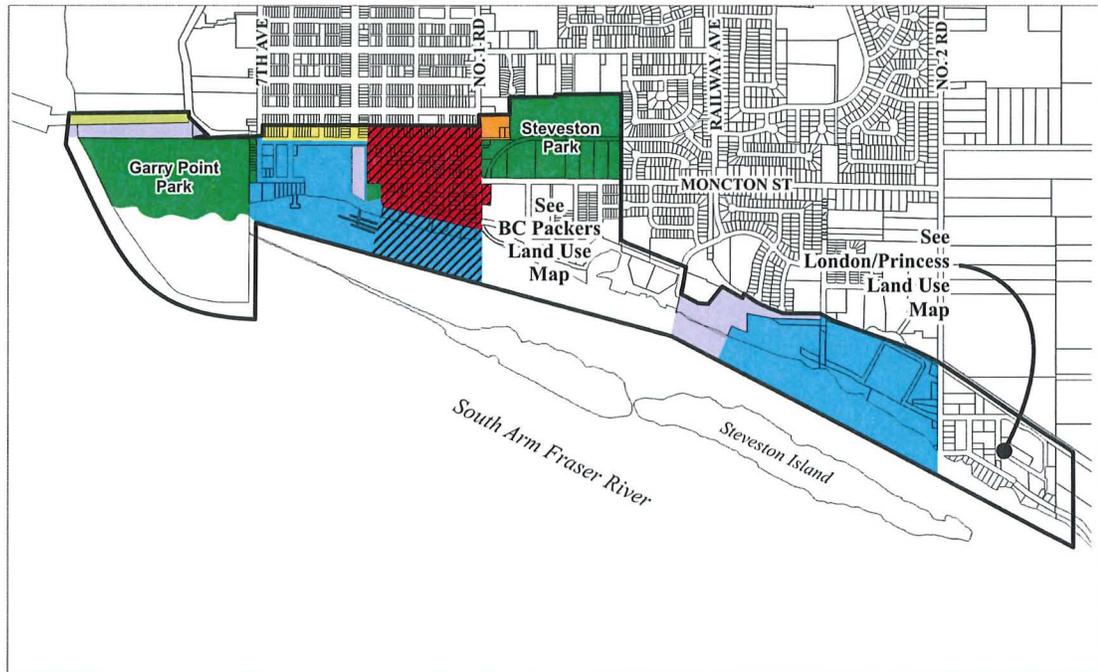
The form of new development should be guided by that of adjacent existing development, even where new uses are being introduced. For example, multiple family residential or commercial uses introduced adjacent to single family homes should adopt a scale and character similar to those existing dwellings, while commercial and/or industrial uses introduced along the riverfront would be better to adopt a scale and form reflective of the area’s historic cannery buildings.”;
  - d. at Subsection 9.3.2.2.b (Steveston Village Riverfront), by:
    - i. deleting the last sentence of the first paragraph and replacing it with the following:

“New development should seek to reanimate the “Riverfront” by integrating new and revitalized maritime-oriented industries and commercial activities within an unconventional, pedestrian friendly environment.”;

- ii. deleting clause i) under the title “Settlement Patterns” and replacing it with the following:
  - “i) Where possible, avoid segregating different uses on a site, in favour of an approach which sees different uses share a common character and features.”;
- iii. deleting the clause e) under the title “Architectural Elements” and replacing it with the following:
  - “e) Employment of architectural elements which enhance enjoyment of the river, the sun, and the view and provide opportunities for open space. Roof decks are not permitted;”;
- iv. deleting clause f) under the title “Architectural Elements” and renumbering the remaining clauses to f), g), h), i), j), k) and l) accordingly; and
- v. deleting subclause a(iii) under the title “Parking and Services” and renumbering the remaining subclause to a(iii) accordingly;

- e. deleting the Steveston Waterfront Neighbourhood Land Use Map and replacing it with the following:

**Steveston Waterfront Neighbourhood Land Use Map**



	Residential		Multiple-Family (Including Congregate Care Housing with complementary Community/Commercial uses)		Commercial
	Maritime Heritage		Heritage Mixed Use (Commercial-Industrial with Residential & Office Above)		Conservation Area
	Industrial		Public Open Space		Waterfront Commercial-Industrial

- f. at Appendix 1 – Definitions, by inserting the following definitions in alphabetical order:

**“Heritage Mixed Use (Commercial-Industrial with Residential & Office Above)** A combination of commercial and industrial uses permitted within the same building, including residential and/or office uses above grade.

**Waterfront Commercial-Industrial** A combination of commercial and/or industrial uses contained within a building or buildings, including office use at or above grade.”

- 2. This Bylaw may be cited as **“Richmond Official Community Plan Bylaw 7100, Amendment Bylaw 10371”**.

FIRST READING

\_\_\_\_\_

PUBLIC HEARING

\_\_\_\_\_

SECOND READING

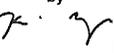
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THIRD READING

\_\_\_\_\_

ADOPTED

\_\_\_\_\_

CITY OF RICHMOND
APPROVED by

APPROVED by Manager or Solicitor


\_\_\_\_\_  
MAYOR

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



**Richmond Zoning Bylaw 8500  
Amendment Bylaw 10372 (Revisions to the Steveston Commercial  
(CS2) Light Industrial (IL) and Steveston Commercial and Pub  
(ZMU10) Zoning Districts)**

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

1. Richmond Zoning Bylaw 8500, as amended, is further amended:
  - a. at Section 9.2 (Steveston Commercial (CS2) zoning district), by inserting the following as a new Section 9.2.12.3 and renumbering the remaining sections accordingly:
    - “3. Notwithstanding Section 9.2.3, **boarding and lodging, community care facility, minor, home business, and housing apartment** are not permitted on the following **sites**:  
  
3866 Bayview Street  
PID 003-666-387  
Lot 12 Block 1 Section 10 Block 3 North Range 7 West New Westminster District Plan 249  
  
3900 Bayview Street  
PID 025-114-735  
Parcel 1 Section 10 Block 3 North Range 7 West New Westminster District Plan LMP51060”
  - b. at Section 12.2 (Light Industrial (IL) zoning district) , by adding the following as a new Section 12.2.11.6:
    - “6. Notwithstanding Section 12.2.3.A, **residential security/operator unit** is not permitted on the following **sites**:  
  
3540 Bayview Street  
PID 003-408-833  
Parcel “E” Section 10 Block 3 North Range 7 West New Westminster District Reference Plan 63730  
  
3880 Bayview Street  
PID 030-468-132

Lot A Section 10 Block 3 North Range 7 West New Westminster District  
Plan EPP81519

12551 No. 1 Road  
PID 028-745-701

Lot 1 Section 10 Block 3 North Range 7 West New Westminster District  
Plan BCP49814”

- c. at Section 20.10 (Steveston Commercial and Pub (ZMU10) zoning district), by deleting **boarding and lodging, community care facility, minor, home business and housing apartment** from Section 20.10.3 (Secondary Uses).

- 2. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 10372”**.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

ADOPTED

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MAYOR

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



**Richmond Zoning Bylaw 8500  
Amendment Bylaw 10394 (Revisions to the Steveston Commercial  
(CS2) Light Industrial (IL) and Steveston Commercial and Pub  
(ZMU10) Zoning Districts**

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

1. Richmond Zoning Bylaw 8500, as amended is further amended:
  - a. at Section 9.2 (Steveston Commercial (CS2) zoning district), by inserting the following as a new Section 9.2.12.3 and renumbering the remaining sections accordingly:
    - “3. Notwithstanding Section 9.2.3, **recycling depot** is not permitted on the following **sites**:  
  
3866 Bayview Street  
PID 003-666-387  
Lot 12 Block 1 Section 10 Block 3 North Range 7 West New Westminster District Plan 249  
  
3900 Bayview Street  
PID 025-114-735  
Parcel 1 Section 10 Block 3 North Range 7 West New Westminster District Plan LMP51060”
  - b. at Section 12.2 (Light Industrial (IL) zoning district), by inserting the following as a new Section 12.2.11.6:
    - “6. Notwithstanding Section 12.2.2, **animal shelter, auction, minor, car or truck wash, fleet service and recycling depot** are not permitted on the following **sites**:  
  
3540 Bayview Street  
PID 003-408-833  
Parcel “E” Section 10 Block 3 North Range 7 West New Westminster District Reference Plan 63730  
  
3880 Bayview Street  
PID 030-468-132

Lot A Section 10 Block 3 North Range 7 West New Westminster District Plan  
EPP81519

12551 No.1 Road  
PID 028-745-701

Lot 1 Section 10 Block 3 North Range 7 West New Westminster District Plan  
BCP49814”

c. at Section 20.10 (Steveston Commercial and Pub (ZMU10) zoning district), by deleting **recycling depot** from Section 20.10.2 (Permitted Uses)

2. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 10394”**.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

ADOPTED

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MAYOR

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



**Richmond Official Community Plan Bylaw 7100  
Amendment Bylaw 10392 (Revisions to the Steveston Area Plan)**

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

1. Richmond Official Community Plan Bylaw 7100, as amended, is further amended at Schedule 2.4 (Steveston Area Plan):
  - a. at Subsection 9.3.2.2.b (Steveston Village Riverfront), by deleting clause c) i) under the title “Massing and Height” and replacing it with the following:
 

“Typically vary from one to two storeys and up to a maximum building height of 9 m.”
  - b. by amending the accompanying table associated with the Steveston Village Land Use Density and Building Height Map to delete the text in the Maximum Building Height cell along the Riverfront Area row and replace with the following:
 

“9 m \*\*\*”
  - c. by deleting the text under the asterisks (\*\*\*) at the bottom of the Steveston Village Land Use Density and Building Height Map and replacing it with the following:
 

“\*\*\* Maximum building height along the south side of Bayview Street shall not exceed two storeys above finished site grade.”
2. This Bylaw may be cited as “**Richmond Official Community Plan Bylaw 7100, Amendment Bylaw 10392**”.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

ADOPTED

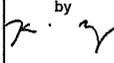
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CITY OF RICHMOND
APPROVED by

APPROVED by Manager or Solicitor


\_\_\_\_\_  
MAYOR

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



**Richmond Zoning Bylaw 8500  
Amendment Bylaw 10393 (Revisions to the Light Industrial (IL) Zoning  
District)**

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

1. Richmond Zoning Bylaw 8500, as amended, is further amended:
  - a. at Section 12.2 (Light Industrial (IL) zoning district), by inserting the following as a new Section 12.2.7.2 and renumbering the remaining sections accordingly:
    - “2. Notwithstanding Section 12.2.7.1, the maximum **height** for **buildings** is 9.0 m for the following **sites**:
 

3540 Bayview Street  
PID 003-408-833  
Parcel “E” Section 10 Block 3 North Range 7 West New Westminster District  
Reference Plan 63730

3880 Bayview Street  
PID 030-468-132  
Lot A Section 10 Block 3 North Range 7 West New Westminster District Plan  
EPP81519

12551 No.1 Road  
PID 028-745-701  
Lot 1 Section 10 Block 3 North Range 7 West New Westminster District Plan  
BCP49814”
2. This Bylaw may be cited as “**Richmond Zoning Bylaw 8500, Amendment Bylaw 10393**”.

FIRST READING

PUBLIC HEARING

SECOND READING

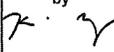
THIRD READING

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CITY OF RICHMOND
APPROVED by

APPROVED by Director or Solicitor


ADOPTED

\_\_\_\_\_

\_\_\_\_\_  
MAYOR

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



**To:** Planning Committee  
**From:** Wayne Craig  
Director, Development

**Date:** November 7, 2022  
**File:** RZ 21-926304

**Re:** Application by Rick Bowal for Rezoning at 8220 Gilbert Road from  
"Single Detached (RS1/E)" Zone to "Arterial Road Two-Unit Dwellings  
(RDA)" Zone

**Staff Recommendation**

1. That the following recommendation be forwarded to a Public Hearing:
  - a) That Single-Family Lot Size Policy 5442 for the area generally bounded by Mirabel Court, Blundell Road, Gilbert Road and Lucas Road, in a portion of Sections 19 and 20 Block 4 North Range 6 West, be amended to exclude 8220 Gilbert Road from the Policy, as shown in the proposed draft Single-Family Lot Size Policy 5442 (Attachment 5).
2. That Richmond Zoning Bylaw 8500, Amendment Bylaw 10428, for the rezoning of 8220 Gilbert Road from the "Single Detached (RS1/E)" zone to the "Arterial Road Two-Unit Dwellings (RDA)" zone, be introduced and given first reading.

Wayne Craig  
Director, Development  
(604) 247-4625

WC:cl  
Att. 10

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Affordable Housing Policy Planning	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	

## Staff Report

### Origin

Rick Bowal has applied to the City of Richmond (on behalf of the property owners, i.e., himself and Meena Bowal) for permission to rezone 8220 Gilbert Road from the “Single Detached (RS1/E)” zone to the “Arterial Road Two-Unit Dwellings (RDA)” zone, to permit the property to be developed into 2 duplex lots with shared vehicle access to Gilbert Road. This rezoning application includes a proposed amendment to Single-Family Lot Size Policy 5442 to remove 8220 Gilbert Road from the Policy. A location map and aerial photo of the subject site are provided in Attachment 1.

### Findings of Facts

A Development Application Data Sheet providing details about the proposal is provided in Attachment 2.

In order to consider this rezoning application, an amendment to Single-Family Lot Size Policy 5442 is required to remove the subject site from the Lot Size Policy. Further discussion on the proposed amendment to Lot Size Policy 5442 is provided later in this report.

### Existing Site Condition and Context

A survey of the subject site is included in Attachment 3. The subject site is located on the east side of Gilbert Road, between Blundell Road and Lucas Road. The subject site is the widest residential lot on the east side of this block of Gilbert Road (approximately 28 m/91 ft. wide).

### Subject Site Existing Housing Profile

The subject site consists of a large lot containing a single-family dwelling that is occupied by a rental tenant. There are no secondary suites in the dwelling. The existing dwelling is proposed to be demolished at future development stage.

### Surrounding Development

Existing development immediately surrounding the subject site is as follows:

To the North and South: are lots zoned “Single Detached (RS1/E)”, each containing a single-family dwelling.

To the East: fronting Sunnywood Drive, are lots zoned “Single Detached (RS1/E)”, each containing a single-family dwelling.

To the West: immediately across Gilbert Road, are lots zoned “Single Detached (RS1/E)”, each containing a single-family dwelling.

### Existing Legal Encumbrances

There is an existing Statutory Right-of-Way (SRW) registered on Title of the property for the sanitary sewer along the rear (east) property line. The applicant has been advised that encroachment into the SRW is not permitted.

## **Related Policies & Studies**

### Official Community Plan

The Official Community Plan (OCP) land use designation for the subject site is “Neighbourhood Residential”. This redevelopment proposal is consistent with this designation.

### Arterial Road Land Use Policy

The Arterial Road Land Use Policy identifies the future development potential of properties along arterial roads in certain areas of the City. The Arterial Road Housing Development Map identifies the subject site as “Single Family Lot Size Policy (No Townhouse)”. Properties with this designation are excluded from the Arterial Road Land Use Policy because they are located within a Lot Size Policy area that does not permit small lot subdivision or townhouse development. Further discussion of this redevelopment proposal in the context of the Arterial Road Land Use Policy is provided in the “Analysis” section of this report.

### Single-Family Lot Size Policy 5442

The subject site is governed by Single-Family Lot Size Policy 5442, which was adopted by City Council on September 17, 1990 and subsequently renewed and amended in 1996, 2005 and 2008 (Attachment 4). The Lot Size Policy allows certain properties to be rezoned and subdivided subject to site-specific provisions for vehicle access, but does not allow multiple-family development (e.g., townhouses).

Consideration of the rezoning application at the subject site requires an amendment to Lot Size Policy 5442. The proposed amendment is to exclude only the subject site at 8220 Gilbert Road from the Policy, and for all other provisions of the Policy to remain unchanged. The proposed amendment to Lot Size Policy 5442 is shown in Attachment 5.

A targeted review of the OCP is currently on-going, which will include a review of the City’s Single-Family Lot Size Policies. The resulting housing policy framework will reflect today’s housing context. This application for rezoning and amendment to Lot Size Policy 5442 is being brought forward for consideration on its own merits given the unique lot geometry and site context. See the “Analysis” section below for more discussion on the proposed Lot Size Policy amendment.

### Affordable Housing Strategy

Consistent with the City’s Affordable Housing Strategy, the applicant proposes to submit a cash-in-lieu contribution to the Affordable Housing Reserve fund in the amount of \$12.00 per buildable square foot prior to final adoption of the rezoning bylaw (i.e., \$86,413.00).

### Floodplain Management Implementation Strategy

The proposed redevelopment must meet the requirements of the Richmond Flood Plain Designation and Protection Bylaw 8204. Registration of a flood indemnity covenant on Title is required prior to final adoption of the rezoning bylaw.

## Public Consultation

A rezoning sign has been installed on the subject property. Staff have not received any comments from the public about the rezoning application in response to the placement of the rezoning sign on the property.

As is the practice for rezoning applications involving an amendment to a Lot Size Policy, City staff sent a letter to all owners and residents of properties located within the area governed by Lot Size Policy 5442 in June 2022 to obtain feedback on the proposed lot size policy amendment and on the development proposal (excerpt provided in Attachment 6). The letter contained a description of the development proposal, preliminary drawings, a copy of the existing Lot Size Policy 5442 and additional information about the proposed amendment to Lot Size Policy 5442 were also included in the package.

In response to the letter and information package, City staff received a letter from four residents of Mirabel Court along with an attachment of a previous piece of correspondence (Attachment 7), which is summarized as follows:

- A majority of Mirabel Court owners and residents continue to support the preservation of single-family housing in the neighbourhood, and are opposed to applications that would propose to remove Lot Size Policy 5442 altogether.
- Owners and residents of Mirabel Court are not opposed to reasonable adjustments to Lot Size Policy 5442 that would continue to preserve Policy's intent, but they are nonetheless concerned about potential erosion of the Policy should additional applications be considered to remove properties from the Policy area to intensify infill development.

Given that the broader OCP review will include a review of the City's Single-Family Lot Size Policies and that this application is being considered on its own merits, the proposed amendment to Lot Size Policy 5442 is to exclude only the subject site at 8220 Gilbert Road from the Policy, and for all other provisions of the Policy to remain unchanged.

The applicant has indicated that on October 28, 2022, he met with some of the neighbours immediately surrounding the subject site (i.e., 8200, 8233, 8240 Gilbert Road and 8231 Sunnywood Drive) to discuss the redevelopment proposal and to answer any questions or concerns. The applicant has indicated that the feedback received from the neighbours was positive and that they either had no opinion about the proposal or were looking forward to the subject site being redeveloped.

Should the proposed amendment to Lot Size Policy 5442 be endorsed by City Council and the rezoning bylaw associated with this application be granted first reading, the proposal would be forwarded to a Public Hearing, where any area resident or interested party will have an opportunity to comment.

Public notification for the Public Hearing will be provided as per the *Local Government Act*.

## Analysis

### Redevelopment on Arterial Roads and the Proposed Amendment to Single-Family Lot Size Policy 5442

The City has permitted densification along certain arterial roads since the 1999 OCP was adopted. The objectives of the City's current Arterial Road Land Use Policy are to direct a variety of infill housing types in close proximity to commercial services, public amenities, schools, and transit service, as well as to minimize traffic disruption by ensuring that there is no increase in the number of driveways to arterial roads.

Consistent with the objectives of the Arterial Road Land Use Policy, Richmond Zoning Bylaw 8500 indicates that where there is a rezoning application along an arterial road in an existing lot size policy area that has been in place for over five years, Council will determine whether to remove all of the properties in the block fronting the subject arterial road from the applicable lot size policy when considering the rezoning application. As the OCP review will include a review of the City's Single-Family Lot Size Policies, staff feel that it is not warranted to consider the removal of all lots in the block from Lot Size Policy 5442 at this time as the proposed development at the subject site is being considered on its own merits, as follows:

- The lot geometry of 8220 Gilbert Road is unique in that it is the only residential property on the east side of this block of Gilbert Road that lends itself to redevelopment for two duplex lots with shared vehicle access, as it is approximately 28 m wide as compared to the remainder of the lots, which are approximately 20 m wide.
- There are newer single-family dwellings to the north and south of the subject site.
- This proposal responds to the objectives of the Arterial Road Land Use Policy as it is an infill development application close to urban amenities (Blundell Shopping Centre and Blundell Park/Elementary School) and there are transit routes on both Blundell Road and Gilbert Road.
- The proposal contributes to the variety of housing types within the City and it does not require an additional driveway to the arterial road.
- The proposed duplex designs are sensitive to the existing surrounding single-family housing because they follow the same maximum building height and setbacks that would otherwise be permitted for new construction under the existing single-family zoning. Should the rezoning proceed, a Development Permit application will be required to further refine the form and character of the proposed development.

Given the merits described above, as well as the broader OCP review that will look at all of the City's Single-Family Lot Size Policies in the context of today's housing situation, staff recommend that Council consider the proposed amendment to Lot Size Policy 5442 to exclude the subject site from the Policy and for all other provisions of the Policy to remain unchanged.

### Proposed Site Planning

- The proposed site plan on each new lot after subdivision consists of a duplex with one unit at the front and one unit at the back, separated by paired garages. Each duplex is located on either side of a shared drive-aisle that runs through the center of the site over the common property line of each new lot. The proposed conceptual development plans are included in Attachment 8.
- Pedestrian access from the public sidewalk to each of the front units is provided by a pathway treated with permeable pavers. Pedestrian access to each of the back units is provided via the shared drive-aisle. The use of the drive-aisle by both vehicles and pedestrians is highlighted by the proposed decorative surface treatment with permeable pavers. The entries to each of the four units are visible from Gilbert Road.
- Private open space for the front units is provided at grade in the front yards and generous private open space for the back units is provided at grade with patios and green space in the rear yards.

### Vehicle Access, Parking, and Transportation Improvements

- A single vehicle access point to the site is proposed from Gilbert Road, which is to be shared between the two new lots.
- Consistent with the parking regulations in the Zoning Bylaw, two side-by-side resident parking spaces are proposed on-site within the garages (for a total of four parking spaces per lot), and one visitor parking space is proposed on-site between the duplexes at the east end of the drive-aisle, which is to be shared between the two lots.
- A legal agreement is required to be registered on Title prior to rezoning bylaw adoption for the shared driveway, to ensure no backing out of vehicles onto Gilbert Road, and to ensure that upon subdivision of the property a cross-access easement is registered on Title for the area of the shared drive-aisle and shared visitor parking space.
- Transportation-related improvements required with rezoning include frontage upgrades along Gilbert Road to install a new minimum 1.5 m wide treed/grass boulevard at the curb and a new 2.0 m wide concrete sidewalk at the property line, which are to transition to meet the existing condition to the north and south. These improvements are to be designed and constructed via the Servicing Agreement, which the applicant must enter into prior to subdivision approval.

### Tree Retention, Replacement, and Landscaping

The applicant has submitted a Certified Arborist's Report; which identifies on-site tree species, assesses tree structure and condition, and provides recommendations on tree retention and removal relative to the proposed development. The Report assesses one bylaw-sized plum tree on the subject property, which is in very poor condition as the majority of the tree is dead (Tree # 213).

The City's Tree Preservation Coordinator has reviewed the Arborist's Report, supports the Arborist's recommendation to remove Tree # 213 due to its very poor condition, and requires replacement trees be planted and maintained on the proposed lots at a 2:1 ratio consistent with the OCP (minimum 8 cm deciduous caliper/4 m high conifer).

The applicant has agreed to plant a total of eight trees on-site, in excess of the required tree replacement ratio (four trees on each new lot proposed). The preliminary Landscape Plan illustrates that two of the eight trees proposed to be planted on-site are 8 cm deciduous trees, and that the remaining trees are 5 cm-6 cm caliper deciduous and 3.5 m high conifer (Attachment 9). The Landscape Plan is to be finalized as part of the DP application review process, and a landscaping security based on a cost estimate prepared by the Registered Landscape Architect is required to be submitted prior to DP issuance to ensure that the replacement trees are planted and the Landscape Plan is adhered to.

The site survey also shows hedges on-site in the front yard and on the neighbouring properties to the north and east. The applicant proposes to retain the hedge on the neighbouring property to the north. The applicant proposes to remove the hedge on-site in the front yard as it has low landscape value, conflicts with the required boulevard upgrades, and is contrary to the natural surveillance principles of Crime Prevention Through Environmental Design (CPTED). Subject to obtaining the property owner's written authorization, the applicant proposes to remove the hedge on the neighbouring site to the east as it has low landscape value due to heavy pruning. Should the applicant be unsuccessful in obtaining the neighbouring owner's written authorization for hedge removal, the hedge will be retained and protected. The preliminary Landscape Plan illustrates the proposed tree management plan along with protection fencing, if required.

To ensure that the hedge identified for retention on the neighbouring property to the north is protected at development stage, the applicant is required to complete the following items:

- Prior to final adoption of the rezoning bylaw, submission to the City of a contract with a Certified Arborist for the supervision of all works conducted within or in close proximity to protection zones. The contract must include the scope of work required, the number of proposed monitoring inspections at specified stages of construction, any special measures required to ensure protection, and a provision for the arborist to submit a post-construction impact assessment to the City for review.
- Prior to demolition of the existing dwelling on the subject site, installation of protection fencing around the hedge to be retained. Protection fencing must be installed to City standard in accordance with the City's Tree Protection Information Bulletin Tree-03 prior to any works being conducted on-site, and must remain in place until construction and landscaping on-site is completed.

#### Energy Step Code and Electric Vehicle Charging

The architect has confirmed that the applicable Energy Step Code performance targets have been considered in the proposed design. At the DP stage, the applicant will be required to engage a qualified energy modeller to ensure that the proposed design can achieve the applicable performance target.

Should the DP and Building Permit applications associated with this proposal be submitted in accordance with the provisions for in-stream applications, the applicable performance target would be Step 3 (or alternatively Step 2 with a Low-Carbon Energy System).

Consistent with the Zoning Bylaw, the proposal is to include an energized outlet capable of providing Level 2 charging or higher for each resident parking space.

### Subdivision and Site Servicing

At subdivision stage, the applicant is required to complete the following:

- Pay Development Cost Charges (City, GVS & DD and Translink), School Site Acquisition Charge, and Address Assignment Fees.
- Register a cross-access easement on Title for the shared drive-aisle and shared visitor parking space.
- Enter into a Servicing Agreement for the design and construction of the required water, storm, and sanitary service connections, as well as for the frontage improvements described previously. Complete details on the scope of work required as part of the Servicing Agreement are included in Attachment 10.

### **Future Development Permit Application Considerations**

A DP application is required for the subject proposal to further review form and character of the proposed development to ensure it is consistent with the policies and design guidelines for duplexes that are contained within the OCP, and further refinements may be made to the drawings as part of the review. This includes, but is not limited to:

- Refining the provision of private outdoor space for the front units to include a secondary space that is not in the front yard.
- Refining the concept shown on the site plan for the boulevard upgrades to reflect that the transition to the existing treatments to the north and south of the site is to occur within the subject site frontage.
- Exploring opportunities for aging-in-place and Convertible Unit Features to be incorporated into dwelling design.
- Investigating with external agencies whether the existing bus stop along Gilbert Road needs to be relocated due to its' proximity to the proposed driveway crossing.
- Reviewing the proposed exterior building material and colour palette.
- Reviewing the applicant's design response to the principles of CPTED.
- Gaining a better understanding of the proposed sustainability features to be incorporated into the project.

**Financial Impact**

This rezoning application results in an insignificant Operational Budget Impact for off-site City infrastructure (such as roadworks, waterworks, storm sewers, sanitary sewers, street lights, street trees and traffic signals).

**Conclusion**

This application is to rezone the property at 8220 Gilbert Road from the “Single Detached (RS1/E)” zone to the “Arterial Road Two-Unit Dwellings (RDA)” zone, to permit the property to be subdivided to create two lots, each of which would contain a duplex.

Consideration of this rezoning application requires an amendment to Single-Family Lot Size Policy 5442. The proposed amendment is to exclude only the subject site at 8220 Gilbert Road from the Policy, and for all other provisions of the Policy to remain unchanged.

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 10428 be introduced and given first reading.



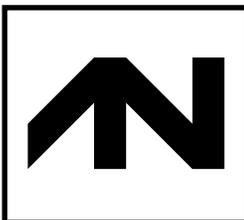
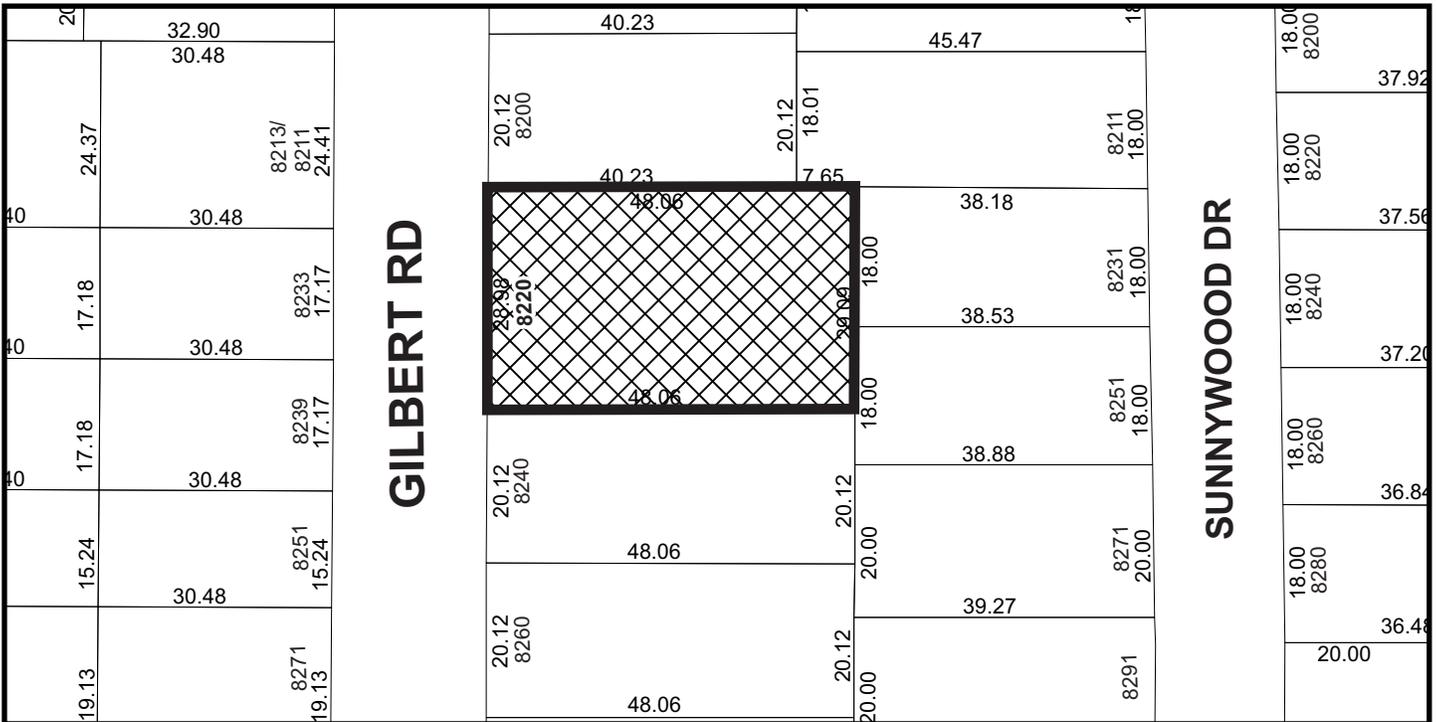
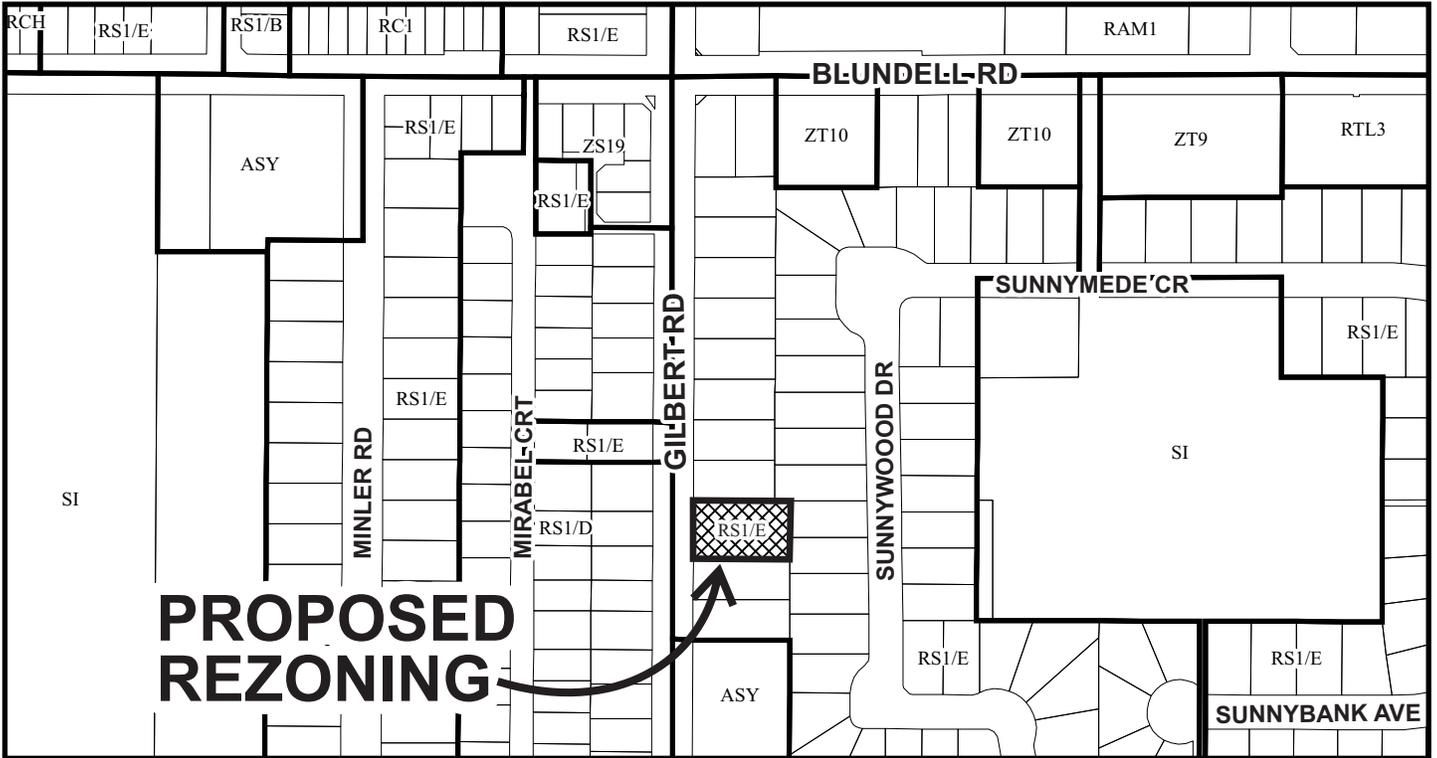
Cynthia Lussier  
Planner 2  
(604-276-4108)

CL:js

- Att. 1: Location Map/Aerial Photo  
2: Development Application Data Sheet  
3: Site Survey  
4: Existing Single-Family Lot Size Policy 5442  
5: Proposed Amendment to Single-Family Lot Size Policy 5442  
6: Letter to Owners/Residents of Lots within Single-Family Lot Size Policy 5442  
7: Correspondence from Mirabel Court Residents  
8: Conceptual Development Plans  
9: Preliminary Landscape Plan  
10: Rezoning Considerations



# City of Richmond

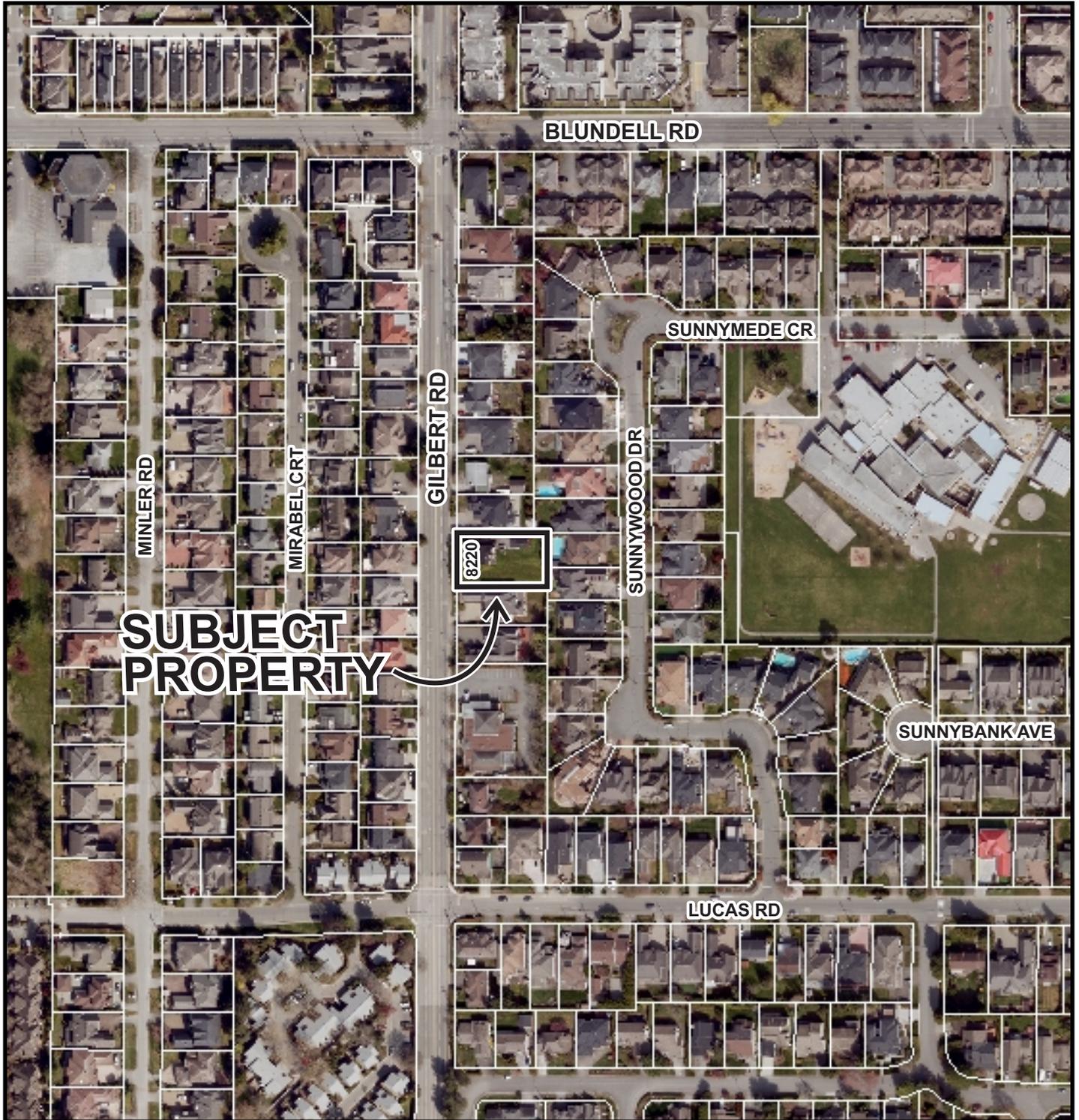


**RZ 21-926304**

Original Date: 02/17/21  
 Revision Date:  
 Note: Dimensions are in METRES



# City of Richmond



**SUBJECT  
PROPERTY**

8220



**RZ 21-926304**

Original Date: 02/17/21

Revision Date:

Note: Dimensions are in METRES



**RZ 21-926304**

Address: 8220 Gilbert Road

Applicant: Rick Bowal

Planning Area(s): Broadmoor

	<b>Existing</b>	<b>Proposed</b>
<b>Owner:</b>	Raghib (Rick) Bowal and Meena Bowal	To be determined
<b>Site Size (m<sup>2</sup>):</b>	1,390.9 m <sup>2</sup> (14,971 ft <sup>2</sup> )	North lot – 695.4 m <sup>2</sup> (7,485 ft <sup>2</sup> ) South lot – 695.5 m <sup>2</sup> (7,486 ft <sup>2</sup> )
<b>Land Uses:</b>	One single detached dwelling	One duplex on each of the two lots created
<b>OCP Designation:</b>	Neighbourhood Residential	No change
<b>Single-Family Lot Size Policy Designation:</b>	Single Detached (RS1/E); multiple-family development not permitted	Amendment to exclude the subject site from the Policy to permit a subdivision to create two lots, each containing a duplex
<b>Zoning:</b>	Single Detached (RS1/E)	Arterial Road Two-Unit Dwellings (RDA)

<b>On Future Subdivided Lots</b>	<b>Bylaw Requirement</b>	<b>Proposed</b>		<b>Variance</b>
Floor Area Ratio:	The lesser of 0.60 FAR and 334.5 m <sup>2</sup>	North lot: 0.48 FAR (334.3 m <sup>2</sup> )	0.48 FAR (333.66 m <sup>2</sup> )	None permitted
Buildable Floor Area (m <sup>2</sup> ):	Maximum total 334.5 m <sup>2</sup> (3,600 ft <sup>2</sup> ) (Each unit min. 125.4 m <sup>2</sup> and max. 183.9 m <sup>2</sup> )	North lot: 334.3 m <sup>2</sup> (3,598 ft <sup>2</sup> ) (Front unit – 166.3 m <sup>2</sup> Back unit – 168.0 m <sup>2</sup> )	333.66 m <sup>2</sup> (3,590 ft <sup>2</sup> ) (Front unit – 166.3 m <sup>2</sup> Back unit – 167.36 m <sup>2</sup> )	None permitted
Lot Coverage (% of lot area):	Buildings: Max. 45% Non-porous Surfaces: Max. 70% Live plant material: Min. 25%	North lot: Buildings: 37% Non-porous Surfaces: 37% Live plant material: 27%	South lot: Building: 38% Non-porous Surfaces: 38% Live plant material: 27%	None
Min. Lot Size:	464.5 m <sup>2</sup>	North lot: 695.4 m <sup>2</sup>	695.5 m <sup>2</sup>	None
Min. Lot Dimensions (m):	Width: 10.35 m Depth: 30.0 m	Width: 14.5 m each Depth: 47.8 m each		None

<b>On Future Subdivided Lots</b>	<b>Bylaw Requirement</b>		<b>Proposed</b>	<b>Variance</b>
Setbacks (m):	Front:	Min. 6.0 m	6.0 m	None
	Side:	Min. 1.2 m	1.2 m	
	Rear:	Min. 9.5 m for up to 60% of 1 <sup>st</sup> storey rear wall and 10.7 m for at least 40% of 1 <sup>st</sup> storey rear wall and all of 2 <sup>nd</sup> storey	9.5 m for 60% of 1 <sup>st</sup> storey rear wall and 10.7 m for 40% of 1 <sup>st</sup> storey rear wall and all of 2 <sup>nd</sup> storey	
Height (m):	The lesser of 2 storeys or 9.0 m		2 storeys (7.6 m)	None
On-site Resident Parking Spaces per lot:	2 spaces per unit (4 spaces total)		2 spaces per unit (4 spaces total)	None
On-site Visitor Parking Spaces:	1 space (shared between 2 lots)		1 space (shared between 2 lots)	None
Grand total:	9 spaces		9 spaces	None
Private Outdoor Space:	Min. 30 m <sup>2</sup> per unit	North Lot:	Front – 49.2 m <sup>2</sup>	None
			Back – 142.7 m <sup>2</sup>	
		South Lot:	Front – 49.1 m <sup>2</sup>	
			Back – 140.8 m <sup>2</sup>	

**TOPOGRAPHIC PLAN FOR PROPOSED  
SUBDIVISION OF LOT 7 SECTION 20 BLOCK  
4 NORTH RANGE 6 WEST  
NEW WESTMINSTER DISTRICT PLAN 10008**

**BUILDING ENVELOPE NOTE:**

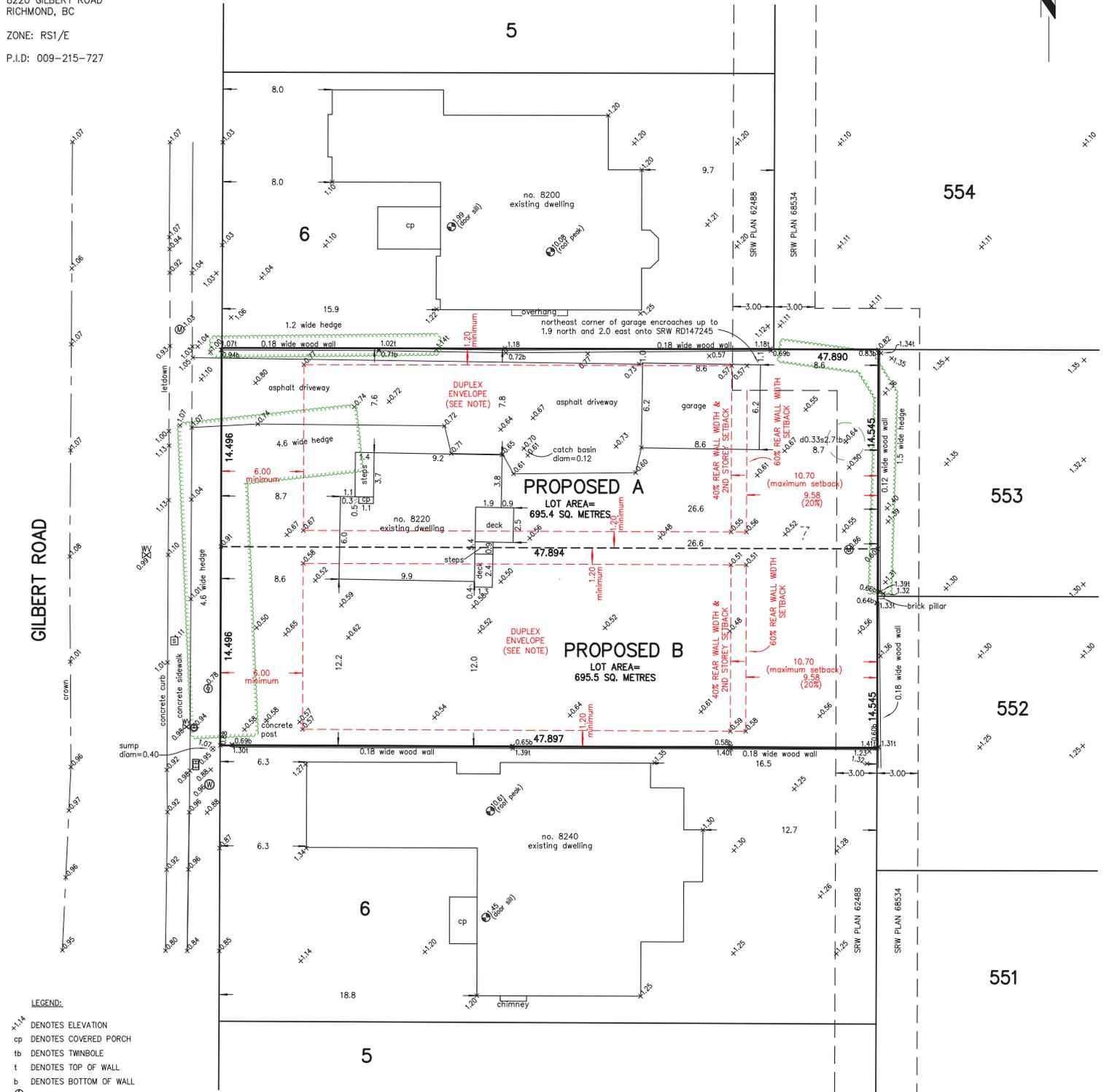
ENVELOPES ARE ONLY AN APPROXIMATE INTERPRETATION OF CITY BUILDING BYLAWS. CONSULT CITY PLANNING DEPARTMENT FOR FINAL ENVELOPES BEFORE THE START OF DESIGN DRAWINGS.  
LYON, FLYNN & COLLINS ACCEPTS NO RESPONSIBILITY FOR DISCREPANCIES OR ERRORS THAT MAY INCUR FROM DETERMINING ENVELOPE DIMENSIONS OR LOCATIONS.

**FOR PERMIT APPLICATION PURPOSES ONLY**

CIVIC ADDRESS:  
8220 GILBERT ROAD  
RICHMOND, BC

ZONE: RS1/E

P.I.D: 009-215-727



- LEGEND:**
- +1.14 DENOTES ELEVATION
  - cp DENOTES COVERED PORCH
  - tb DENOTES TWINBOLE
  - t DENOTES TOP OF WALL
  - b DENOTES BOTTOM OF WALL
  - ⊕ DENOTES POWER POLE
  - ⊙ DENOTES MANHOLE
  - ⊕ DENOTES WATER VALVE
  - ⊕ DENOTES FIRE HYDRANT
  - ⊕ DENOTES WATER METER
  - ⊕ DENOTES SIGN
  - ⊕ DENOTES ELECTRICAL BOX
  - ⊕ DENOTES CRITICAL ELEVATION

- TREE LEGEND:**
- d0.33s2.7tb DENOTES TYPE (IF APPLICABLE)
  - \_\_\_\_\_ DENOTES SPAN
  - \_\_\_\_\_ DENOTES DIAMETER

**NOTES:**

ELEVATIONS ARE IN METRES TO CITY OF RICHMOND CVD28CVRD2018 GEODETIC DATUM DERIVED FROM MONUMENT 77H4767 WITH ELEVATION=0.955 METRES AND CONFIRMED TO HPN MONUMENT 77H4686 WITH ELEVATION=0.844 METRES.  
ALL TREES AND STUMPS HAVE BEEN PLOTTED AS REQUIRED BY THE CITY OF RICHMOND TREE PROTECTION BYLAW No 8057.  
BUILDING DIMENSIONS AND OFFSETS ARE TAKEN TO THE OUTSIDE FACE OF THE BUILDING.  
LOT DIMENSIONS AND AREA ARE SHOWN ACCORDING TO LAND TITLE OFFICE RECORDS.  
ALL DIMENSIONS OTHER THAN LOT DIMENSIONS ARE SHOWN TO THE NEAREST 0.1 METRES.

**CHARGES:**

LOT 7 IS SUBJECT TO STATUTORY RIGHT OF WAY RD147245 INTER ALIA.

CERTIFIED CORRECT:  
14TH DAY OF APRIL, 2022.

B.C.L.S.



LYON, FLYNN & COLLINS B.C. LAND SURVEYORS  
102-1537 WEST 8TH AVENUE, VANCOUVER, B.C.  
T: 604-737-8777 E: LYON@TELUS.NET  
W: WWW.LFCSURVEY.COM

**CNCL - 200**

THIS DOCUMENT IS NOT VALID UNLESS  
ORIGINALLY SIGNED AND SEALED.  
THIS PLAN IS TO BE USED FOR DESIGN  
PURPOSES ONLY.



# City of Richmond

# Policy

Page 1 of 2

**Adopted by Council: September 17, 1990**  
**Renewed by Council: February 19, 1996**  
**Amended by Council: September 19, 2005**  
**Amended by Council: September 3, 2008**

POLICY 5442

File Ref: 4045-00

SINGLE-FAMILY LOT SIZE POLICY IN QUARTER-SECTION 19-4-6 and 20-4-6

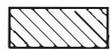
## POLICY 5442:

The following policy establishes lot sizes in a portion of Section 19-4-6 and Section 20-4-6 located on Mirabel Court, the south side of Blundell Road, and the west and east sides of Gilbert Road south of Blundell Road:

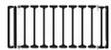
1. That properties within the area of Mirabel Court, the south side of Blundell Road, and the west and east sides of Gilbert Road, in a portion of Section 19-4-6 and Section 20-4-6, be permitted to subdivide in accordance with the provisions of Single-Family Housing District (R1/E) in Zoning and Development Bylaw 5300, with the following provisions:
  - a) That 8233, 8239 Gilbert Road and 8226, 8228 Mirabel Court be permitted to subdivide as per Single-Family Housing District (R1/D), provided that no new accesses are created onto Gilbert Road; and
  - b) That 8091 Gilbert Road, 6800 and 6760 Blundell Road be permitted to subdivide as per **Comprehensive Development District (CD)**, provided that there are **not more than 6 lots** and that the lots are accessible by a lane which would not be connected to Mirabel Court;

and that this policy, as shown on the accompanying plan, be used to determine the disposition of future single-family rezoning applications in this area, for a period of not less than five years, unless changed by the amending procedures contained in the Zoning and Development Bylaw.

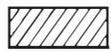
2. That multiple-family residential development shall not be permitted.



Subdivision permitted as per **R1/E**



Subdivision permitted as per **CD** at 6800, 6760 Blundell Road and 8091 Gilbert Road provided that there are no more than 6 lots and that the lots access a lane not connected to Mirabel Court;



Subdivision permitted as per **R1/D** at 8233, 8239 Gilbert Road and 8226, 8228 Mirabel Court provided that no new accesses are created onto Gilbert Road.



## Policy 5442

### Section 19-4-6 & 20-4-6

Adopted Date: 09/17/90  
 Renewed Date: 02/19/96  
 Amended Date: 09/19/05  
 09/03/08

Note: Dimensions are in METRES



# City of Richmond

# Policy Manual

Page 1 of 2

Adopted by Council: September 17, 1990  
 Renewed by Council: February 19, 1996  
 Amended by Council: September 19, 2005  
 Amended by Council: September 3, 2008  
 Amended by Council:

**DRAFT  
 PROPOSED  
 POLICY 5442**

File Ref: 4045-00

SINGLE-FAMILY LOT SIZE POLICY IN QUARTER-SECTION 19-4-6 and 20-4-6

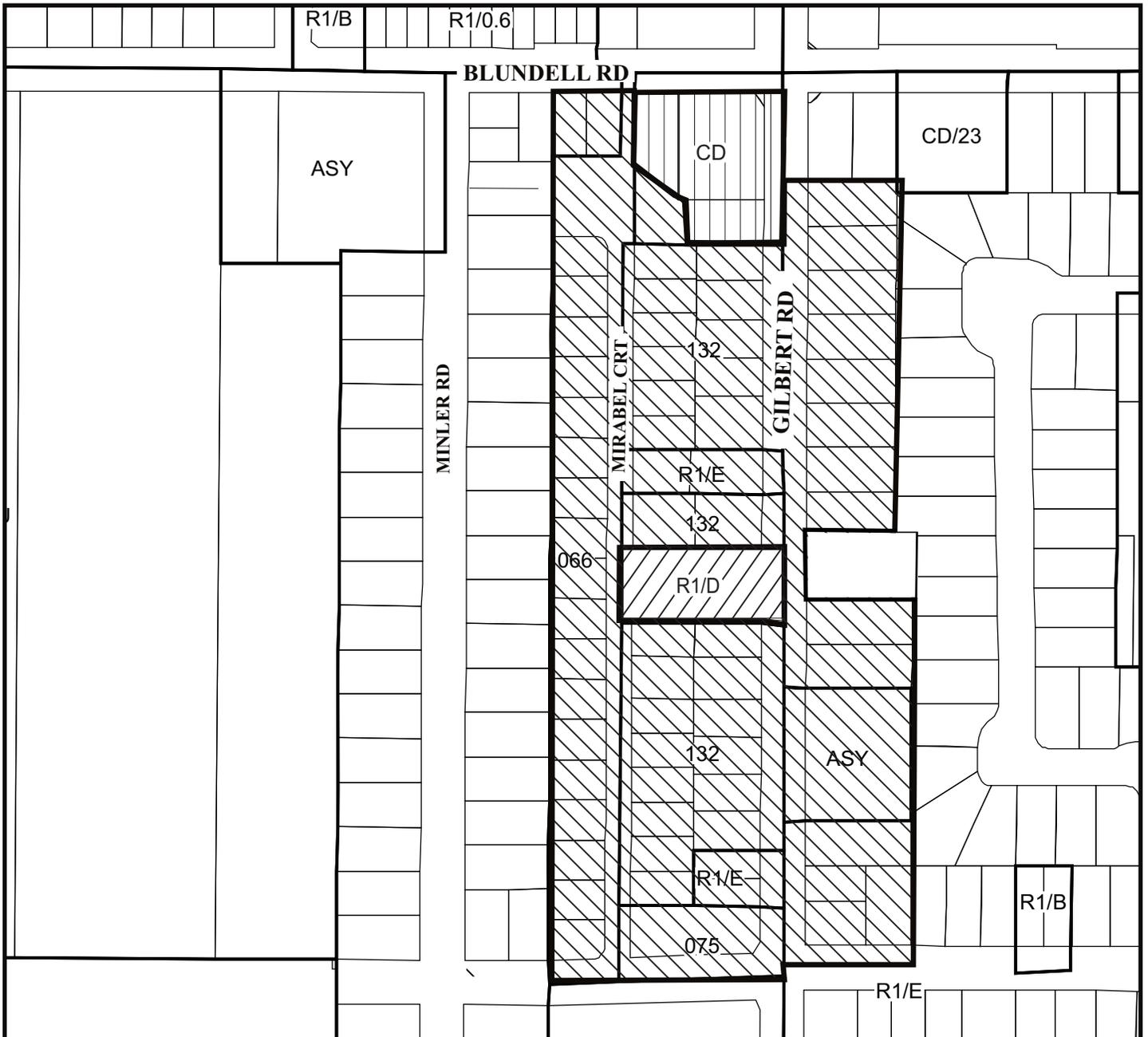
## POLICY 5442:

The following policy establishes lot sizes in a portion of Section 19-4-6 and Section 20-4-6 located on Mirabel Court, the south side of Blundell Road, and the west and east sides of Gilbert Road south of Blundell Road:

1. That properties within the area of Mirabel Court, the south side of Blundell Road, and the west and east sides of Gilbert Road, in a portion of Section 19-4-6 and Section 20-4-6, be permitted to subdivide in accordance with the provisions of Single-Family Housing District (R1/E) in Zoning and Development Bylaw 5300, with the following provisions:
  - a) That 8233, 8239 Gilbert Road and 8226, 8228 Mirabel Court be permitted to subdivide as per Single-Family Housing District (R1/D), provided that no new accesses are created onto Gilbert Road; and
  - b) That 8091 Gilbert Road, 6800 and 6760 Blundell Road be permitted to subdivide as per **Comprehensive Development District (CD)**, provided that there are **not more than 6 lots** and that the lots are accessible by a lane which would not be connected to Mirabel Court;

and that this policy, as shown on the accompanying plan, be used to determine the disposition of future single-family rezoning applications in this area, for a period of not less than five years, unless changed by the amending procedures contained in the Zoning and Development Bylaw.

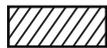
2. That multiple-family residential development shall not be permitted.



Subdivision permitted as per **R1/E**



Subdivision permitted as per **CD** at 6800, 6760 Blundell Road and 8091 Gilbert Road provided that there are no more than 6 lots and that the lots access a lane not connected to Mirabel Court;



Subdivision permitted as per **R1/D** at 8233, 8239 Gilbert Road and 8226, 8228 Mirabel Court provided that no new accesses are created onto Gilbert Road.



## Policy 5442 Section 19-4-6 & 20-4-6

Adopted Date: 09/17/90  
Renewed Date: 02/19/96  
Amended Date: 09/19/05  
09/03/08

Note: Dimensions are in METRES



June 6, 2022  
File: RZ 21-926304

**Planning and Development Division**  
**Development Applications**  
Fax: 604-276-4052

Dear Owner/Resident:

**Re: Proposed Amendment to Single-Family Lot Size Policy 5442 and Proposed Rezoning Application at 8220 Gilbert Road**

The purpose of this letter is to advise you that the City of Richmond has received a rezoning application for a property in your neighbourhood at 8220 Gilbert Road, and to provide information on how to comment on this application, should you wish to.

This rezoning application is to enable subdivision of the property to create two medium-sized lots (each approx. 14 m/45 ft. wide) and the construction of a duplex on each new lot. A map showing the location of the property is provided in Attachment 1. Conceptual drawings of the proposed duplexes on each new lot are provided in Attachment 2.

This property is located within the area governed by Single-Family Lot Size Policy 5442 (Attachment 3), which prohibits multi-family development and restricts the majority of properties in the area to a minimum lot width of 18 m (59 ft.). This rezoning application includes an amendment to Single-Family Lot Size Policy 5442 to remove 8220 Gilbert Road from the Policy (Attachment 4).

It is emphasized that this rezoning application and the proposed amendment to Single-Family Lot Size Policy 5442 would not change the zoning of other properties in the area. Any zoning changes proposed to other properties would be subject to the standard rezoning application review process with public consultation including a Public Hearing.

Further details about this rezoning application and the proposed amendment to Single-Family Lot Size Policy 5442 are provided in Attachment 5.

Please submit any comments you may have about this proposal **by July 8, 2022** to [clussier@richmond.ca](mailto:clussier@richmond.ca) or to Cynthia Lussier, Planner 2, Development Applications Department, City of Richmond, 6911 No. 3 Road, Richmond, BC V6Y 2C1.

If you have any questions, please contact me by phone at 604-276-4108 or by email at [clussier@richmond.ca](mailto:clussier@richmond.ca).

Note: If you have no comments or concerns about the attached proposal, then no action is required on your part.

Sincerely,

Cynthia Lussier  
Planner 2

CL: blg

Att. 5

6852297



**Proposed Rezoning Application at 8220 Gilbert Road**

Rick Bowal has applied to the City of Richmond for permission to rezone the property at 8220 Gilbert Road from the “Single Detached (RS1/E)” zone to the “Arterial Road Two-Unit Dwellings (RDA)” zone, to permit the property to be subdivided to create two lots (each approx. 14 m/45 ft. wide), with a shared visitor parking space, and vehicle access from a single shared driveway to Gilbert Road. Each lot would contain a duplex (i.e., a building containing two units). The application is being process under City file number RZ 21-926304.

**Single-Family Lot Size Policy 5442 and Proposed Amendment**

On September 17, 1990, City Council adopted Single-Family Lot Size Policy 5442 to establish the lot sizes that would be considered on properties generally bounded by Mirabel Court, the south side of Blundell Road, the east side of Gilbert Road, and the north side of Lucas Road (included in this package as Attachment 3). The Lot Size Policy indicates that properties be permitted to subdivide in accordance with the “Single Detached (RS1/E)” zone (minimum 18 m/59 ft. wide lots), subject to the following:

- That four mid-block lots on the west side of Gilbert Road be permitted to subdivide as per the “Single Detached (RS1/D)” zone provided that no new driveway accesses are created onto Gilbert Road (8233, 8239 Gilbert Road and 8226, 8228 Mirabel Court).
- That six lots at the southwest corner of the intersection of Blundell and Gilbert Roads be permitted to subdivide as per a site-specific zone (“Single Detached (ZS19)”) provided that vehicle access is from a lane that does not connect to Mirabel Court (6748, 6768, 6788 Blundell Road and 8039, 8059, 8079 Gilbert Road).
- That multi-family residential development is not permitted (e.g., duplexes, triplexes, townhouses etc.)

As it currently exists, Lot Size Policy 5442 requires the property at 8220 Gilbert Road to remain as a large lot zoned "Single Detached (RS1/E)" (approx. 28 m/91 ft. wide), which can accommodate a single-family dwelling including a secondary suite.

Table 1 (below) provides a comparison between what the “Single Detached (RS1/E)” zone allows under the existing Lot Size Policy and what the proposed rezoning to the “Arterial Road Two-Unit Dwellings (RDA)” zone would allow under the proposed amendment to the Lot Size Policy.

The proposed amendment to Lot Size Policy 5442 would remove 8220 Gilbert Road from the Lot Size Policy area so that it could rezone and subdivide into two lots (each approx. 14 m/45 ft. wide) to contain a duplex on each new lot. This property is the largest residential property on the east side of Gilbert Road within the Lot Size Policy area and is the only one that would currently lend itself to this type of infill residential development. All other provisions of the Lot Size Policy would remain unchanged. The proposed amendment to the Lot Size Policy and accompanying map is provided in Attachment 4, with the proposed changes shown in red.

**Table 1 – Zoning Summary Comparison (8220 Gilbert Road)**

	Permitted Uses	Lot Width	Lot Depth	Lot Area	Max. Buildable Floor Area
<i>Existing Zoning</i> Single Detached (RS1/E)	One single-family dwelling, and a secondary suite	28 m (91 ft.)	48 m (157 ft.)	1,390 m <sup>2</sup> (14,968 ft <sup>2</sup> )	533 m <sup>2</sup> (5,740 ft <sup>2</sup> )
<i>Proposed Zoning</i> Arterial Road Two-Unit Dwellings (RDA)	One duplex on each of the two lots created, and a secondary suite*	Each lot 14.0 m (45 ft.)	Each lot 48 m (157 ft.)	Each lot 695 m <sup>2</sup> (7,480 ft <sup>2</sup> )	Each lot 334.5 m <sup>2</sup> (3,600 ft <sup>2</sup> )
* Although a secondary suite would be permitted in each duplex unit, there are no secondary suites proposed as part of this development application.					

### Next Steps

Please submit any comments you may have about this proposal **by July 8, 2022** to [clussier@richmond.ca](mailto:clussier@richmond.ca) or to Cynthia Lussier, Planner 2, Development Applications Department, City of Richmond, 6911 No. 3 Road, Richmond, BC V6Y 2C1.

If you have any questions, please contact me by phone at 604-276-4108 or by email at [clussier@richmond.ca](mailto:clussier@richmond.ca).

Note: If you have no comments or concerns about the attached proposal, then no action is required on your part.

After all public comments are received on July 8, 2022, City staff will complete a report to the Planning Committee of City Council on the proposed amendment to Single-Family Lot Size Policy 5442 and the rezoning application at 8220 Gilbert Road, and will incorporate your feedback as part of the report. If the application is supported by the Planning Committee, it would subsequently be considered by Richmond City Council at a regular Council meeting. You will be provided with the opportunity to address Council directly if the proposed amendment to the Lot Size Policy and the rezoning application proceed to a Public Hearing. There is no obligation for you to provide comments.

It is emphasized that the proposed amendment to Single-Family Lot Size Policy 5442 and the rezoning application at 8220 Gilbert Road do not change the zoning of other properties in the area. Proposed zoning changes on other properties in your neighbourhood would be subject to the standard rezoning application review process (which includes public notification and a Public Hearing).

July 8, 2022

**Cynthia Lussier,**  
 Planner 2,  
 Planning & Development Division – City of Richmond  
 6911 No. 3 Road, Richmond BC

**Re: File RZ 21-926304 – and continued general protection of Single Family Lot Size Policy 5442**

Ms. Lussier: This note is being provided to you in response to your June 6, 2022, letter to owners and residents at homes within the area covered by the City of Richmond's Single Family Lot Size Policy 5442. This policy generally applies to adjacent, one-block-long sections of Gilbert Road and Mirabel Court, capped by adjoining housing on Blundell Road and Lucas Road.

Your June 6 letter invited comments in response to the proposed amendment to Policy 5442 that would allow the property at 8220 Gilbert Road to be subdivided and developed as a multi-family property that would be exempted from the area's single-family policy that was established by the City almost 32 years ago for the "5442" area.

A review of Richmond's Planning & Development records would confirm that Mirabel Court residents and owners have actively participated in reviews of various development issues during the past 30 years that have involved the 5442 Policy area. An overwhelming majority of residents have endorsed, and continue to support, the preservation of the general single-family character of this mini-neighbourhood, with its exceptional neighbourly spirit. (The City's records show that Mirabel Court homes constitute 55% of all single-family properties within the present 5442 Single Family Lot Size Policy.)

Specifically, it also is a relevant matter of record that 92% of Mirabel residents and owners formally expressed their opposition to the attempt in 2020 by the then owner of 8220 Gilbert Road to pressure the City of Richmond to "scrap Richmond Zoning Policy 5442" in a self-serving campaign. (A copy of the June 22, 2020, Mirabel letter is attached, for your information and reference.) Commendably, City planners and a majority of the members of City Council also did not endorse the attempt to "scrap" Policy 5442.

In particular, Ms. Lussier, please be aware that Mirabel residents were not just responding to an attempted rezoning of 8220 Gilbert Road and they were not advocating a blanket ban on potentially reasonable adjustments that would continue to preserve the general spirit and intent of Policy 5442. Please review the wording of paragraph seven, at the bottom of page one of the attached June 22, 2020, letter accompanying this note.

For your convenience, the pertinent paragraph in the 2020 letter reads as follows:

*"Current views by Mirabellers in support of Policy 5442 are consistent with those that have been expressed on several occasions during past years to members of Richmond council and city planners, as some councillors and staff may recall. This is at least the sixth survey that has drawn the support of a strong majority of Mirabel residents and owners. Most of the surveys have endorsed proposed or existing city development guidance policies; some have supported specific, conforming housing projects. It is a matter of record, too, that Mirabellers also have previously advised city council that we respect the fact that appropriate and managed renewal and growth of our residential areas are necessary considerations for Richmond's future."*

That said, however, further proposed modification of the existing single-family policy – such as the currently intended multi-family changes at 8220 Gilbert Road – does create unease and concerns about potential erosion of the valued, if limited, protections afforded by Policy 5442. We are aware that openly pro-townhouse speculators have acquired and hold existing single-family homes on Mirabel Court and Gilbert Road, within the Policy 5442 boundary. It appears likely that there will be additional pressures on Richmond planners and City Council members to yield to further bids to exempt other properties from existing single-family zoning designations provided by Policy 5442.

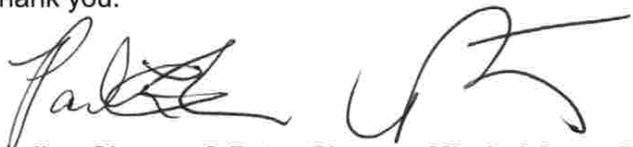
Please be aware that the existing single-family designations continue to be supported and valued by a large majority of the residents on Mirabel Court, and also at least a significant number of residents on the west side of Gilbert Road.

The assurances provided in Attachment 5 of your June 6, 2022, letter to residents are noted and appreciated. However, the reality remains that further specific bids to undo Policy 5442's single-family zoning designations can be initiated at any time.

Mirabel Court is a unique, one-block-long narrow street of very shallow, single-family-home lots originally created from the backyards of existing properties fronting on Gilbert Road and Minler Road. There are no deep and private backyards at Mirabel homes. The continued, reasonable preservation of established Mirabel qualities requires effective and appropriate protection under Richmond City's development rules from the ever-advancing motivations of advocates for multi-family development.

Incidentally, we note that Mirabel Court is twice misrepresented as Mirabel Crescent in an illustration – including a map of the area covered by Policy 5442 – apparently produced and submitted by the architect for the proposed multi-family development at 8220 Gilbert Road and later copied to “5422” residents. The fact that there is only one access opening at just one end of the block for all in-and-out traffic along Mirabel Court's narrow roadway always has mattered a lot in potential development considerations and the correct description should be accurately presented in such documents, for the record.

Thank you.



**Pauline Cheung & Peter Cheung, Mirabel Court Block Watch Captain**  
– 8080 Mirabel Court



**Mary Ann Williamson & Robert Williamson – 8166 Mirabel Court**

June 22, 2020

*For the attention of members of Richmond City Council*

(Mayor Malcolm Brodie and councillors Chak Au, Carol Day, Kelly Greene, Alexa Loo, Bill McNulty, Linda McPhail, Harold Steves and Michael Wolfe)

*and the Richmond Planning and Development Department*

(John Hopkins, Program Manager, Policy Planning)

#### FOR YOUR RECORDS

### **New opinion survey establishes that 92% of Mirabel Court homes resoundingly reject one landowner's public campaign to "scrap Richmond Zoning Policy 5442"**

### **For 30 years, Policy 5442 has effectively helped to guide consistent and appropriate development and contributed to fostering community spirit in Richmond's Mirabel-Gilbert 'micro-neighbourhood'**

During the third week of May this year, residents of Mirabel Court first became aware of a public, online campaign, apparently launched and being led by the owner of 8220 Gilbert Road, demanding that the City of Richmond "scrap Richmond Zoning Policy 5442".

Policy 5442 was implemented by the City of Richmond in 1990 partly in an acknowledgement of broad neighbourhood opposition to a proposed townhouse mega-project and also to guide future single-family residential development and densities in the area bounded by Gilbert Road, Blundell Road, Mirabel Court and Lucas Road.

The city has responsively adapted the lot-size policy over the years to continue to provide relevant and effective ongoing development guidance to accommodate compatible housing in the area.

**Now, responding through a new survey, individuals and family members representing a total, to date, of 37 Mirabel Court homes have affirmed that they "support the continuation of Policy 5442 by the City of Richmond". Combined, these views presently represent 92% of all Mirabel homes.**

**Mirabel is a unique cluster of relatively shallow lots originally created in the 1970s from the backyards of adjacent homes on the west side of Gilbert Road and the east side of Minler Road. Mirabel homes are served by a narrow access roadway with a single entry-exit at Lucas Road; vehicle parking is permitted only on one side of the street.**

**This latest, virtually door-to-door expression of support for the civic zoning instrument, Policy 5442, is a further indication of Mirabel's continuing evolution as a hub of neighbourliness that is widely-shared and appreciated along the street.**

Current views by Mirabellers in support of Policy 5442 are consistent with those that have been expressed on several occasions during past years to members of Richmond council and city planners, as some councillors and staff may recall. This is at least the sixth survey that has drawn the support of a strong majority of Mirabel residents and owners. Most of the surveys have endorsed proposed or existing city development guidance policies; some have supported specific, conforming housing projects. It is a matter of record, too, that Mirabellers also have previously advised city council that we respect the fact that appropriate and managed renewal and growth of our residential areas are necessary considerations for Richmond's future.

Respecting current coronavirus concerns, Mirabel residents on this occasion opted to express their support via individual emails or in signed, in-person affirmations. Details can be provided upon request.

As some members of council may be aware, a website was established earlier this year by the Gilbert Road landowner who claims credit for the campaign dedicated to eliminating Policy 5442. A self-serving objective is to help him attract a buyer for his property at 8220 Gilbert Road; apparently, he is pursuing a transactional profit of well over \$1.5 million. But a significant, relevant detail to be noted is that throughout recent weeks a total of 30% of the 13 Gilbert Road single-family properties publicly declared to be supporting the online campaign to scrap Policy 5442 also either have been displaying commercial realtors' FOR SALE signs in their front yards, or already had been sold earlier this year.

Online responses on the 'Scrap 5442' website indicate that most of these supporters share multi-family-zoning wish lists for their existing single-family properties on Gilbert Road. Some could be seen as tantamount to advocating a townhouse free-for-all scenario for the area.

This communication is for your reference, please, as may be warranted by subsequent developments. More views can be shared at an appropriate time if the organizer continues with this current, misguided campaign to kill Policy 5442.

We ask for your support to ensure the effective continuation of Policy 5442.

Thank you, on behalf of the concerned survey participants on Mirabel Court.

The image shows two handwritten signatures in cursive. The signature on the left is 'Mary Ann Williamson' and the signature on the right is 'Bob Williamson'. Both are written in dark ink on a white background.

Mary Ann and Bob Williamson

8166 Mirabel Court  
Richmond, BC  
604 512-4856

NORTH LOT

EXISTING		PROPOSED:	
SITE AREA:	1390.60SM (14967.89SF)	695.40SM (7485.04SF)	
LAND USES:	SINGLE-FAMILY DWELLING	DUPLEXES	
OCF DESIGNATION:	RESIDENTIAL	NO CHANGE	
ZONING:	RST/E	RDA ARTERIAL ROAD DUPLEX	
NUMBER OF UNITS:	1	2	
ALLOWED/REQUIREMENTS:			
FLOOR AREA RATIO: (NET)	0.600 (417.24SM)	0.481	334.53SM(3598.57SF)
MAX. (334.5SM)			
BLDG: 0.450 (312.93SM)			0.367 (255.32SM)
SETBACK-FRONT (WEST)	6.0m (19.68')	6.020m (19.69')	
SETBACK-REAR (EAST)	60% GF: 20% LOT DEPTH(9.583m)	9.583m (31.44') &	
REST: MAX.10.7m		10.726m (35.19')	
SETBACK-SIDE (NORTH)	1.2m (3.94')	1.250m (4.10')	
SETBACK-SIDE (SOUTH)	1.2m (3.94')	1.219m (4.01')	
HEIGHT: (m)	9.000m (29.527')	7.650m (25.10')	
LOT SIZE:	28.99m X 47.897m	14.496m X 47.894m	
OFF-STREET PARKING	4 AND 1	4 AND 1(SHARED)	
RESIDENTIAL/COMMERCIAL:			
ACCESSIBLE:	N/A	0	
OFF-STREET PARKING TOTAL	5	5	
TANDEM PARKING SPACES:	NONE	NONE	

SOUTH LOT

EXISTING		PROPOSED:	
SITE AREA:	1390.60SM (14967.89SF)	695.50SM (7486.12SF)	
LAND USES:	SINGLE-FAMILY DWELLING	DUPLEXES	
OCF DESIGNATION:	RESIDENTIAL	NO CHANGE	
ZONING:	RST/E	RDA ARTERIAL ROAD DUPLEX	
NUMBER OF UNITS:	1	2	
ALLOWED/REQUIREMENTS:			
FLOOR AREA RATIO: (NET)	0.600 (416.53SM)	0.480	333.66SM (3591.48SF)
MAX. (334.5SM)			
BLDG: 0.450 (308.87SM)			0.374(259.94SM)
SETBACK-FRONT (WEST)	6.0m (19.68')	6.020m (19.69')	
SETBACK-REAR (EAST)	60% GF: 20% LOT DEPTH(9.583m)	9.583m (31.44') &	
REST: MAX.10.7m		10.70m (35.10')	
SETBACK-SIDE (NORTH)	1.2m (3.94')	1.237m (4.06')	
SETBACK-SIDE (SOUTH)	1.2m (3.94')	1.219m (4.01')	
HEIGHT: (m)	9.000m (29.527')	7.638m (25.06')	
LOT SIZE:	28.99m X 47.897m	14.496m X 47.894m	
OFF-STREET PARKING	4 AND 1	4 AND 1(SHARED)	
RESIDENTIAL/COMMERCIAL:			
ACCESSIBLE:	N/A	0	
OFF-STREET PARKING TOTAL	5	5	
TANDEM PARKING SPACES:	NONE	NONE	

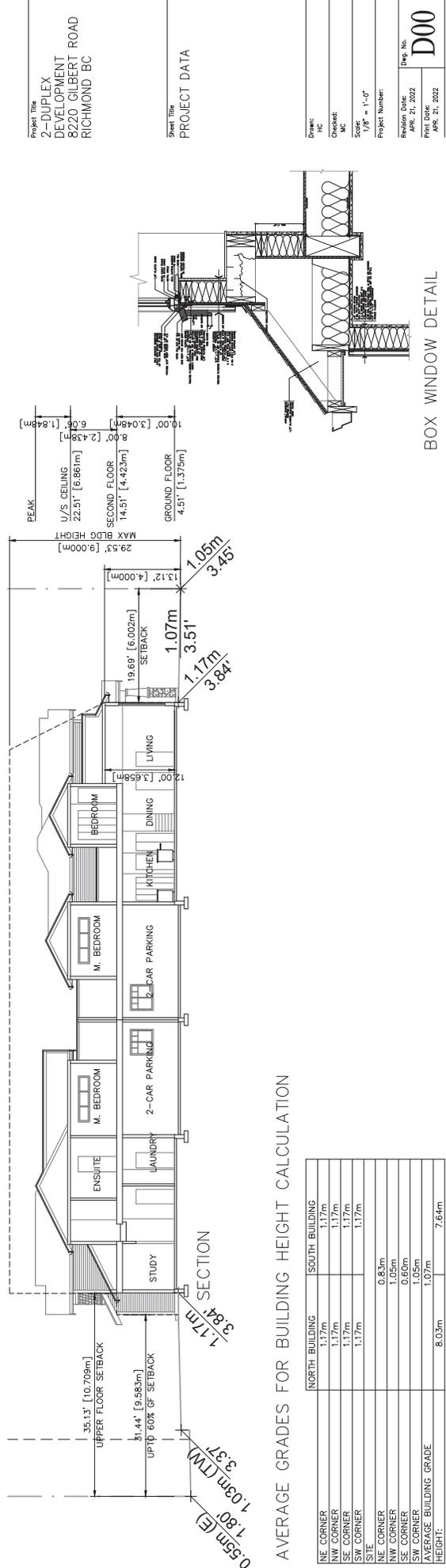


**MATTHEW CHENG ARCHITECT INC.**

348-261-0311 VANSAVADRE  
 100-553-1716, 315-744-3061, 171-9088  
 416-661-6806/9 Email: matthew@mcg.ca

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No. Date Revision







**MATTHEW CHENG ARCHITECT INC.**

148-205-031 EVANS AVENUE  
SUITE 200, VANCOUVER, BC, CANADA V6L 2K6  
TEL: (604) 681-2000 FAX: (604) 681-2001  
WWW.MATTHEWCHENGARCHITECT.COM

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No.	Date	Revision

Consultants

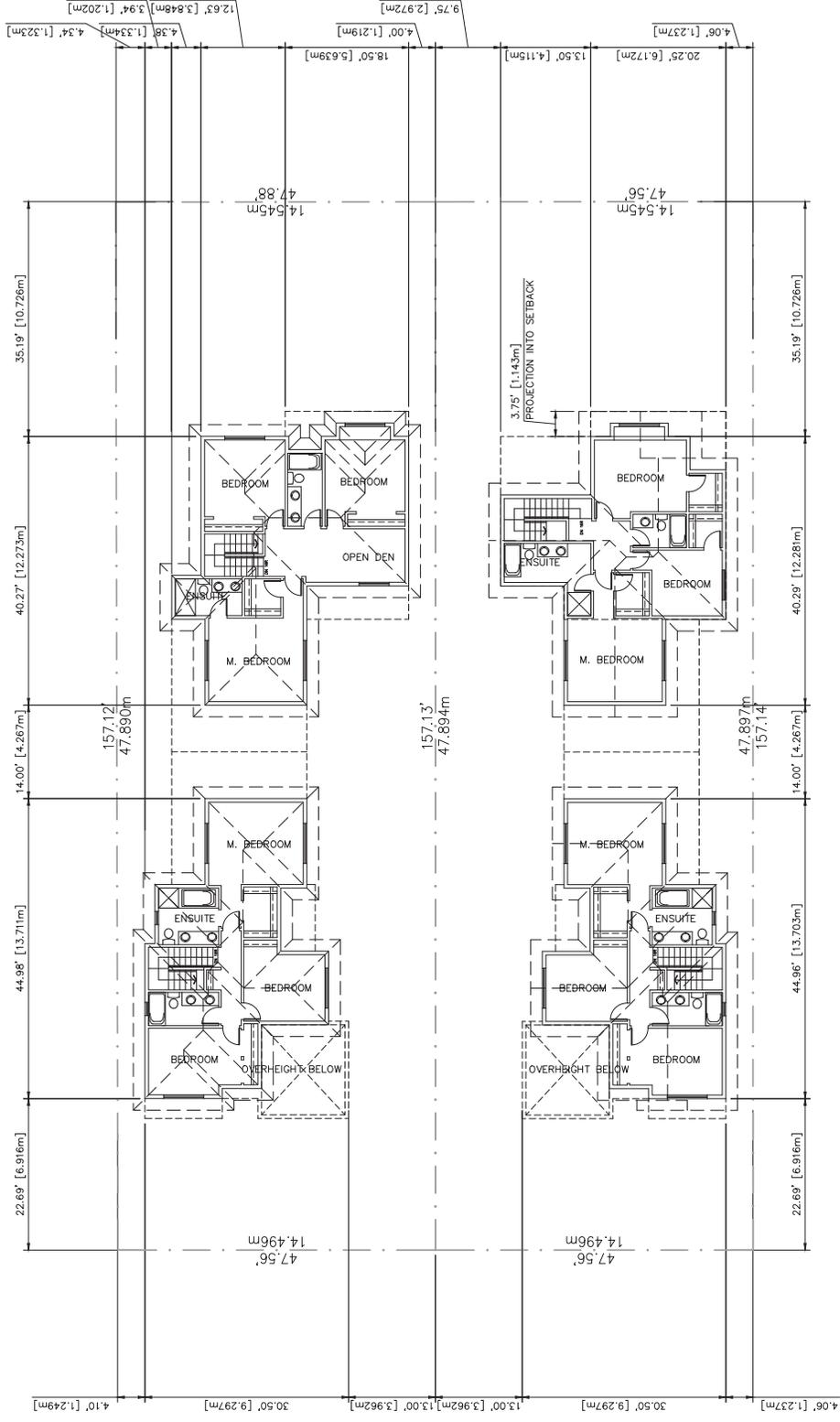
Project Title  
**2-DUPLEX DEVELOPMENT**  
8220 GILBERT ROAD  
RICHMOND BC

Sheet Title  
**SITE PLAN**  
**SECOND FLOOR PLAN**

Drawn:	HC
Checked:	MC
Scale:	1/8" = 1'-0"
Project Number:	

Revision Date:	APR. 21, 2022
Drawn:	HC
Checked:	MC
Project Number:	

**D02**





**MATTHEW CHENG ARCHITECT INC.**

140-205-031 EVANS AVENUE  
 SUITE 100, VANCOUVER, BC, CANADA V6L 2K1  
 TEL: (604) 682-0697 FAX: (604) 682-1318  
 WWW.MATTHEWCHENGARCHITECT.COM

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No.	Date	Revision

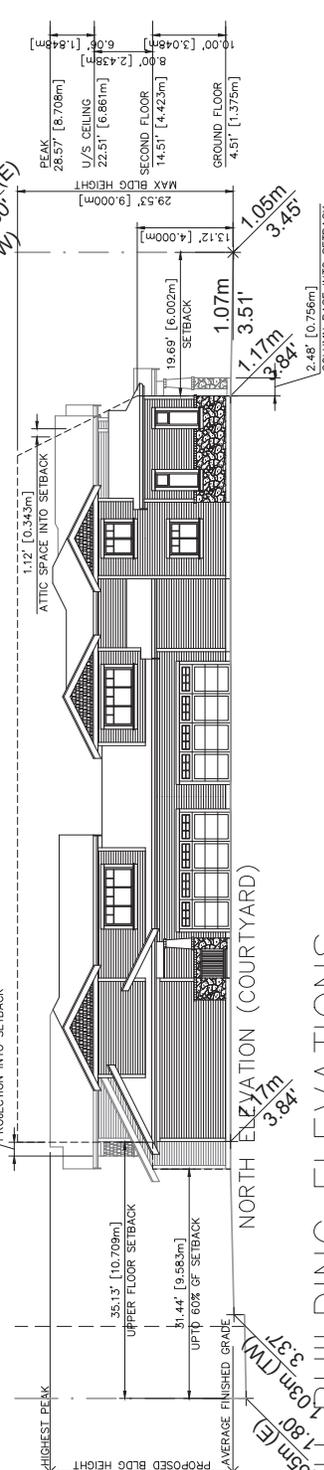
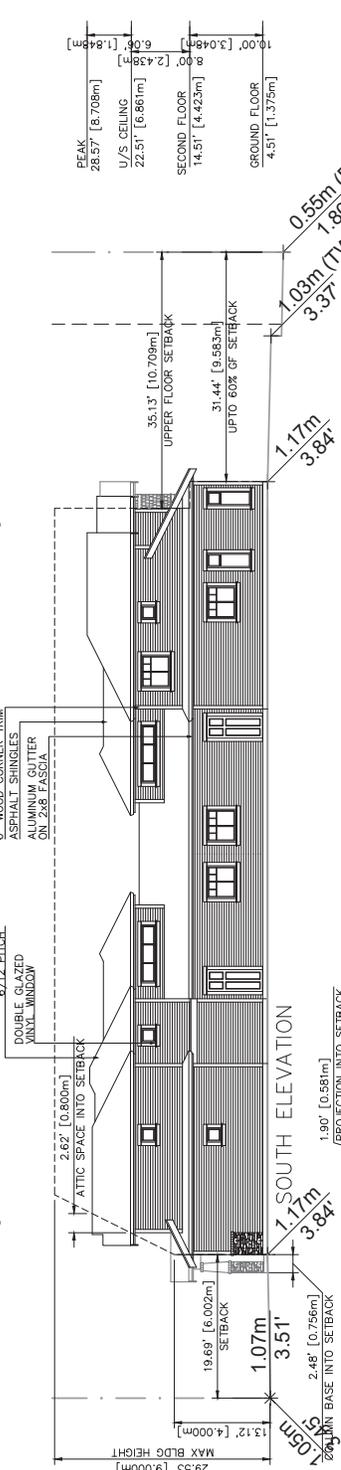
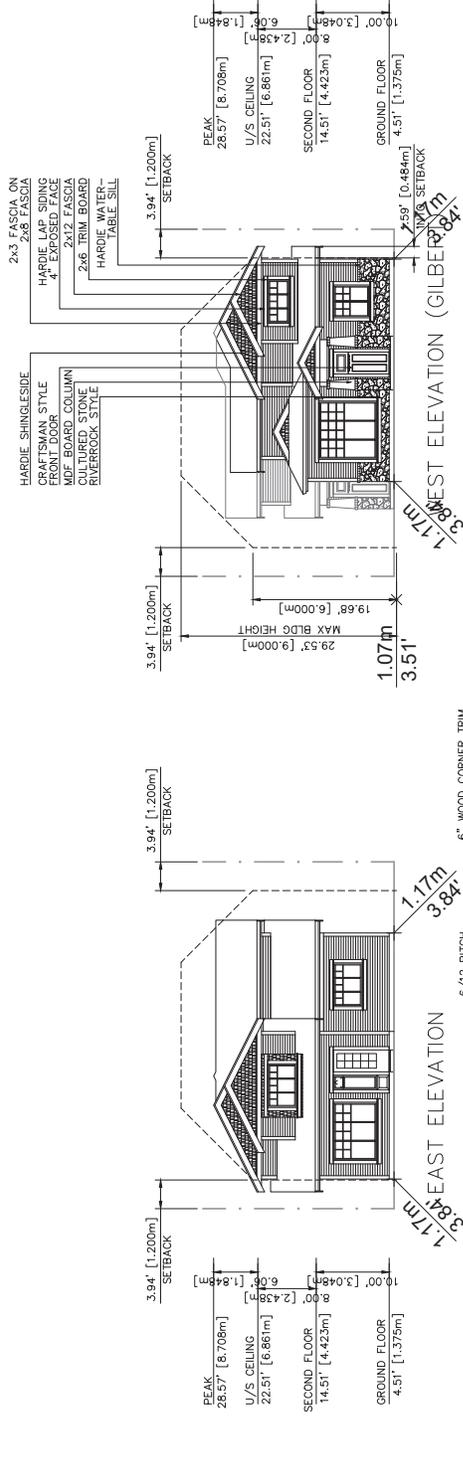
Comments

Project Title  
**2-DUPLEX DEVELOPMENT**  
 8220 GILBERT ROAD  
 RICHMOND, BC

Sheet Title  
**ELEVATIONS**

Drawn: MC  
 Checked: MC  
 Scale: 1/8" = 1'-0"  
 Project Number:

Revision Date: APR. 21, 2022  
 Drawing No: **D03**



**CNCL - 215**

**SOUTH BUILDING ELEVATIONS**



**MATTHEW CHENG ARCHITECT INC.**  
 140-205-031 EVANS AVENUE  
 2250 W. 17th Ave. Suite 111-118  
 CALGARY, ALBERTA T2M 0K6  
 TEL: (403) 243-8888 FAX: (403) 243-9988  
 WWW.MATTHEWCHENGARCHITECT.COM

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No.	Date	Revision

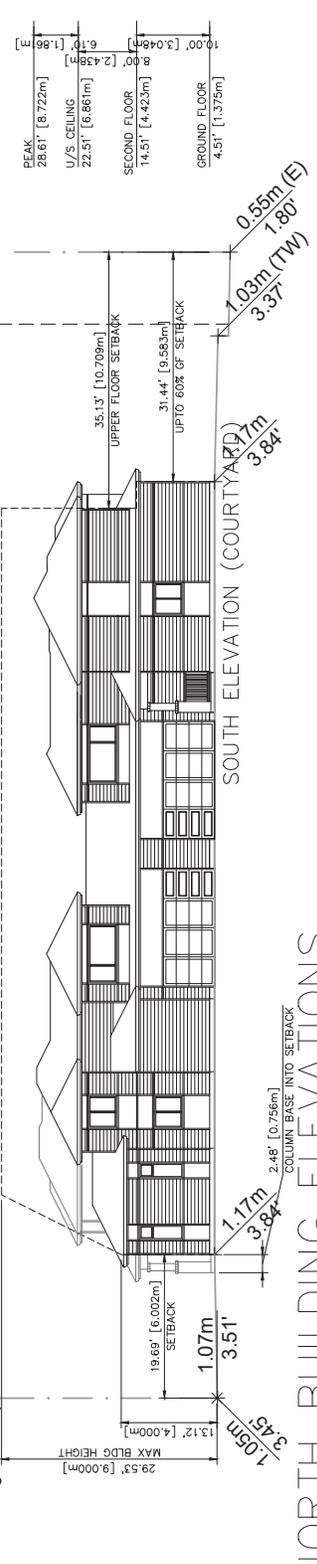
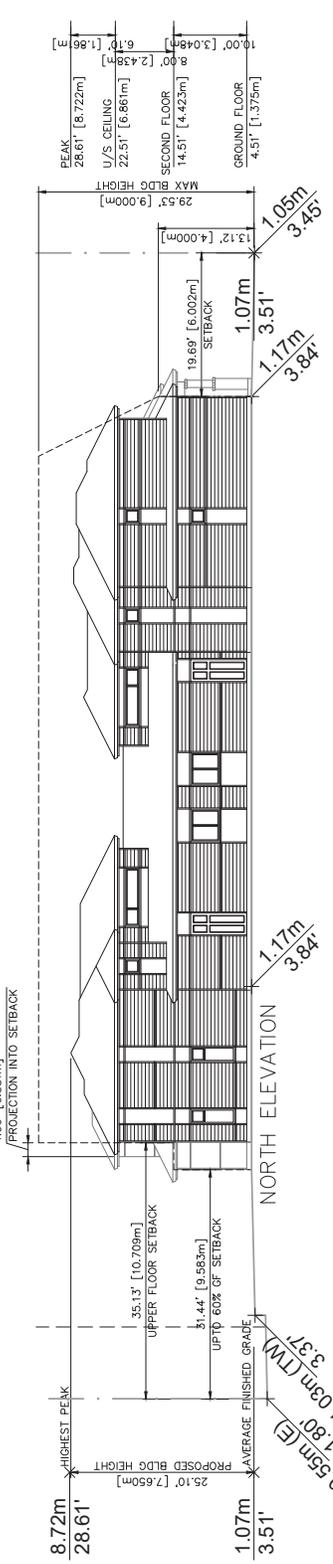
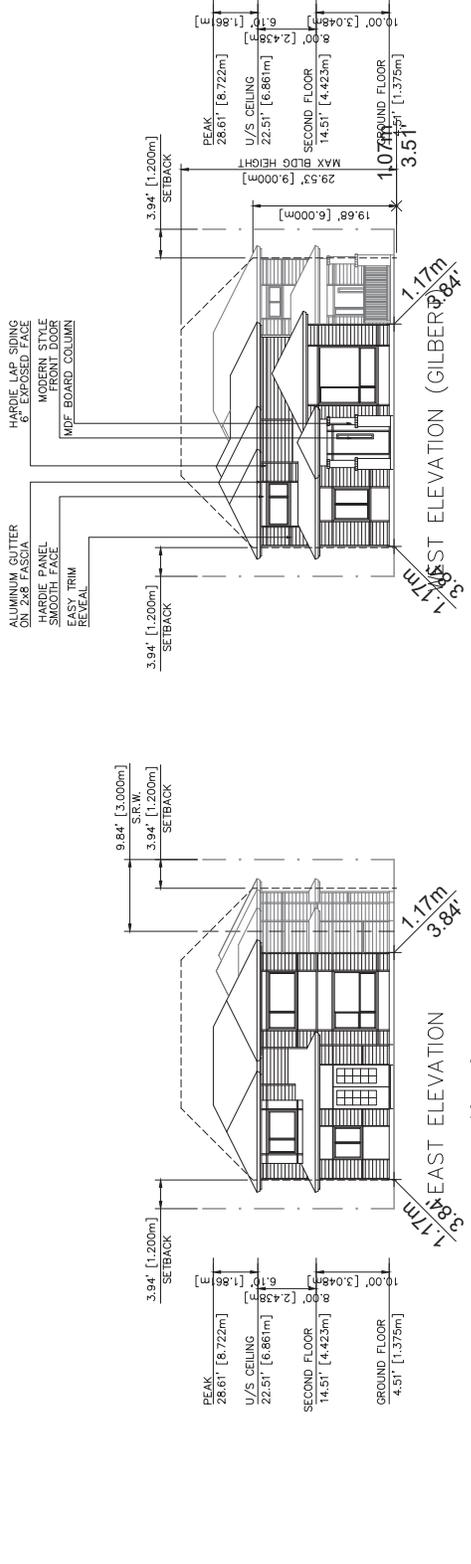
Comments

Project Title  
**2-DUPLEX DEVELOPMENT**  
 8220 GILBERT ROAD  
 RICHMOND BC

Sheet Title  
**ELEVATIONS**

Drawn: MC  
 Checked: MC  
 Scale: 1/8" = 1'-0"  
 Project Number:

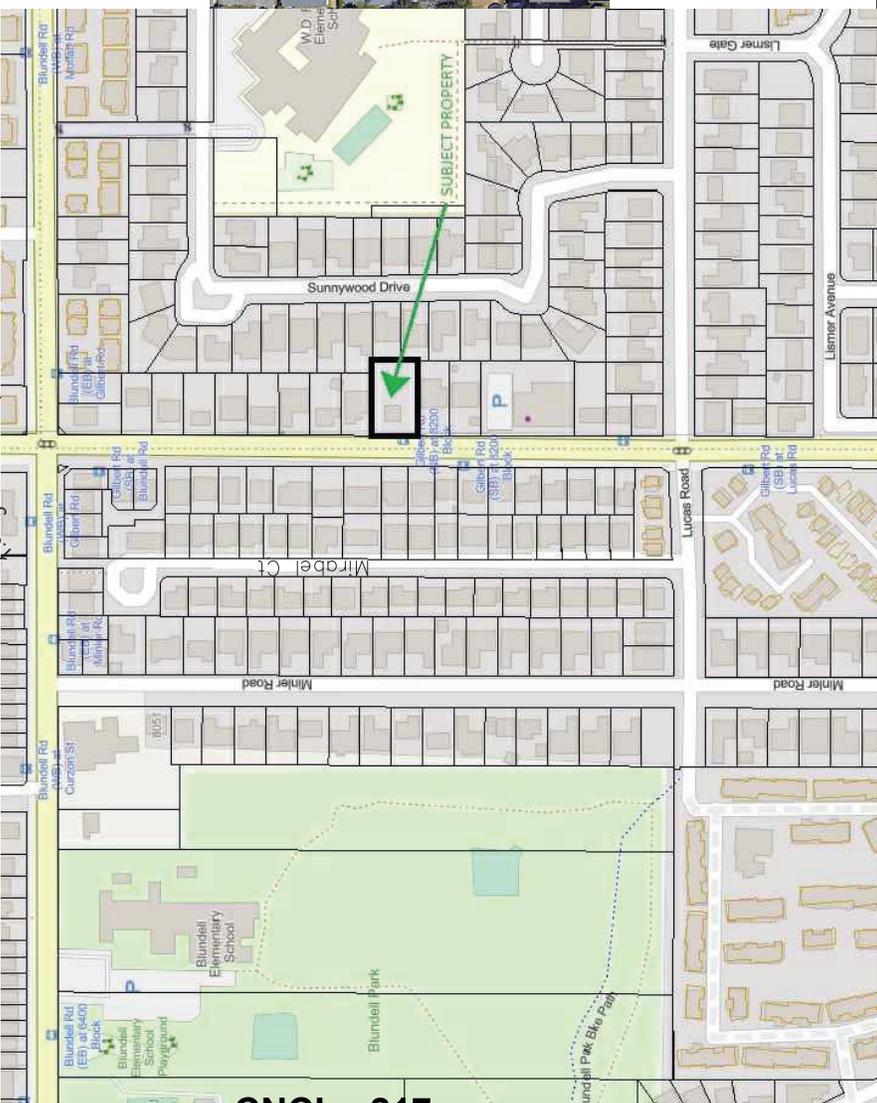
Revision Date: APR. 21, 2022  
 Drawn Date: APR. 21, 2022  
 Project No.: **D04**



**NORTH BUILDING ELEVATIONS**



CONTEXT PLAN  
STREETSCAPE ALONG GILBERT ROAD



AERIAL PHOTO

<p>Revision Date: APR. 21, 2022</p> <p>Print Date: APR. 21, 2022</p> <p>Dwg. No. <b>D05</b></p>	<p>Drawn: HC</p> <p>Checked: MC</p> <p>Scale: 1/8" = 1'-0"</p> <p>Project Number:</p>	<p>Sheet Title <b>STREETSCAPE CONTEXT PLAN</b></p>	<p>Project Title <b>2-DUPLEX DEVELOPMENT 8220 GILBERT ROAD RICHMOND, B.C.</b></p>	<p>THIS DRAWING IS NOT BE SEALD. THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AUTHORITY. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AUTHORITY. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AUTHORITY.</p> <p><b>MATTHEW CHENG ARCHITECT INC.</b> 1100 W. 10TH AVENUE VANCOUVER, BC V6H 1T1 TEL: 604-271-1100 WWW.MATTHEWCHENGARCHITECT.COM</p>
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**Address:** 8220 Gilbert Road

**File No.:** RZ 21-926304

**Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 10428, the applicant is required to complete the following:**

1. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site works conducted within the protection zone of the hedges to be retained (i.e., the hedge at 8200 Gilbert Road; and the hedge at 8231 Sunnywood Drive should authorization for removal not be obtained by that property owner). The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections, and a provision for the Arborist to submit a post-construction assessment report to the City for review.
2. Registration of a flood indemnity covenant on title.
3. Registration of a legal agreement on title to ensure that, upon subdivision of the property:
  - a) Vehicular access to the proposed lots is via a single shared driveway crossing, centered on the proposed common property line;
  - b) The buildings on the proposed lots are designed to prevent vehicles from reversing onto Gilbert Road; and
  - c) a cross access easement or other legal agreement (e.g., SRW, covenant, easement), as determined to the satisfaction of the Director of Development, is registered on title over the entire shared internal drive-aisle and shared visitor parking space, to enable vehicles to pass over the common lot line to enter and exit the proposed lots,, and requiring a covenant that the owner provide written notification of this through the disclosure statement to all initial purchasers, provide an acknowledgement of the same in all purchase and sale agreements, and erect signage in the initial sales centre advising purchasers of the potential for these impacts.
4. City acceptance of the applicant's offer to voluntarily contribute \$12.00 per buildable square foot (e.g. \$86,413.00) to the City's affordable housing reserve fund.
5. The submission and processing of a Development Permit\* completed to a level deemed acceptable by the Director of Development.

**Prior to a Development Permit\* being forwarded to the Development Permit Panel for consideration, the applicant is required to:**

- Submit a statement by your Coordinating Registered Professional confirming that the applicable Energy Step Code performance target has been considered in the proposed design and that a Qualified Energy Modeller has been engaged to ensure that the proposed design can achieve the applicable performance target. Where a relaxation is allowed with the use of low-carbon energy systems, the statement must identify whether that option will be pursued.

The general thermal characteristics of the proposed building skin (e.g., effective R-values of typical wall assemblies, U-values and solar heat gain coefficients of fenestration, window-to-wall ratios, thermal breaks in balconies and similar features) must be presented in the DP application such that the passive energy performance of the building can be assessed. A one-page summary of the envelope energy upgrades and other energy efficiency measures would be acceptable.

- Submit a cost estimate for the proposed Landscape Plan, prepared by a Registered Landscape Architect (including all materials, installation, and a 10% contingency).

**Prior to Demolition Permit\* issuance, the applicant is required to complete the following:**

- Installation of protection fencing on-site around the neighbouring hedges to be retained (i.e., the hedge at 8200 Gilbert Road; and the hedge at 8231 Sunnywood Drive should authorization for removal not be obtained by that property owner). The protection fencing is to be installed to City standard in accordance with the City's Tree Protection Information Bulletin Tree-03 prior to any works being conducted on-site, and remain in place until construction and landscaping on-site is completed

**At Subdivision\* stage, the applicant must complete the following requirements:**

- Pay Development Cost Charges (City, GVS & DD and Translink), School Site Acquisition Charge, and Address Assignment Fees.
- Register a cross-access easement on Title for the shared drive-aisle and shared visitor parking space.
- Enter into a Servicing Agreement\* for the design and construction of frontage improvements, as well as water, drainage, and sanitary sewer connections. A Letter of Credit or cash security for the value of the Service Agreement works, as determined by the City, will be required as part of entering into the Servicing Agreement. The scope of work includes, but is not limited to:

*Water Works*

- a) Using the OCP Model, there is 634 L/s of water available at a 20 psi residual at the Gilbert Road frontage. Based on the proposed development, the subject site requires a minimum fire flow of 95 L/s.
- b) At the applicant's cost, the applicant is required to submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm the development has adequate fire flow for on-site fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit stage building designs.
- c) At the applicant's cost, the City will install four water connections, complete with meters, to serve the proposed four units. If feasible, the existing water connection may be retained to serve one of proposed units; if not, it shall be capped and removed.

*Storm Sewer Works*

- d) At the applicant's cost, the City will install two storm connections, complete with inspection chamber(s), to serve the proposed two lots. If one or more of the existing connections are sized adequately to serve the proposed development, and in good condition, then those connections may be retained. If one or neither of the connections are adequate, the inadequate connection(s) shall be capped and the inspection chamber(s) removed, and a new connection and inspection chamber installed, all at the applicant's cost.

*Sanitary Sewer Works*

- e) At the applicant's cost, the applicant is required to not start on-site excavation or foundation construction until completion of rear-yard sanitary works by City crews.
- f) At the applicant's cost, the City will:
  - i. Cap the existing sanitary connection and remove the inspection chamber.
  - ii. Install one new sanitary connection, complete with inspection chamber and dual service leads at the common property line of the proposed two lots.

*Frontage Improvements*

- g) At the applicant's cost, the applicant is required to complete the following boulevard improvements:
  - i. Removal of the existing sidewalk and construction of a new 2.0 m wide concrete sidewalk next to the subject site's west property line.
  - ii. Construction of a new treed/grass boulevard over the remaining width between the new sidewalk and the existing east curb of Gilbert Road.
  - iii. The cross-section of the frontage improvements, measuring from east to west, is to include:
    - the site's west property line
    - the 2.0 m wide concrete sidewalk.

- the minimum 1.5 m wide treed/grass boulevard.
- the existing east curb of Gilbert Road.
- iv. The new sidewalk and boulevard are to transition to meet the existing frontage treatments on Gilbert Road to the north and south of the development's frontage, and are to be constructed using a 3 m x 3 m reverse curve.
- v. The existing driveway crossing to the site from Gilbert Road is to be closed permanently. The applicant is responsible for the removal of the existing driveway letdown and the replacement with barrier curb/gutter, treed/grass boulevard, and concrete sidewalk as per the standards described above.
- vi. The new driveway crossing is to be constructed to City design standards.
- vii. The requirements for street tree placement/spacing/species are to be identified by the City's Parks department as part of the Servicing Agreement design review process.
- h) At the applicant's cost, the applicant is required to coordinate with BC Hydro, Telus and other private communication service providers:
  - i. Before relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
  - ii. To locate all proposed above-ground third-party utility structures on-site within a right-of-way.

*General Items*

- i) At the applicant's cost, the applicant is required to:
  - i. Not encroach into City rights-of-ways with any proposed trees, retaining walls, or other non-removable structures. Retaining walls proposed to encroach into rights-of-ways must be reviewed by the City's Engineering Department.
  - ii. Enter into, if required, additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering, including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

**Prior to Building Permit\* issuance, the applicant must complete the following requirements:**

- Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. The Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
- Incorporation of accessibility measures in Building Permit (BP) plans as determined via the Rezoning and/or Development Permit processes.
- If applicable, payment of latecomer agreement charges, plus applicable interest associated with eligible latecomer works.
- Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Department at 604-276-4285.

**Note:**

- \* This requires a separate application.
- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act.

All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.

The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial *Wildlife Act* and Federal *Migratory Birds Convention Act*, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

(signed original on file)

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Signed

---

Date



Richmond Zoning Bylaw 8500
Amendment Bylaw 10428 (RZ 21-926304)
8220 Gilbert Road

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

- 1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it "ARTERIAL ROAD TWO-UNIT DWELLINGS (RDA)".

P.I.D. 009-215-727

Lot 7 Section 20 Block 4 North Range 6 West New Westminster District Plan 10008

- 2. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 10428".

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

Horizontal lines for signatures and dates corresponding to the reading stages.

CITY OF RICHMOND APPROVED by [Signature] APPROVED by Director or Solicitor [Signature]

MAYOR

CORPORATE OFFICER



**Consolidated Fees Bylaw No. 8636,  
Amendment Bylaw No. 10358**

The Council of the City of Richmond enacts as follows:

1. The **Consolidated Fees Bylaw No. 8636**, as amended, is further amended by:
  - (a) deleting “Schedule – Drainage, Dike, and Sanitary Sewer System”; and
  - (b) adding Schedule A attached to and forming part of this Bylaw as new “Schedule - Flood Protection” and “Schedule – Sanitary Sewer”.
2. This Bylaw is cited as “**Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10358**”, and is effective January 1, 2023.

FIRST READING

NOV 14 2022

SECOND READING

NOV 14 2022

THIRD READING

NOV 14 2022

ADOPTED

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

\_\_\_\_\_  
MAYOR

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

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

Description	Fee
<u>Design Plan Prepared by City [s. 1.2.1(d)]</u> a) Design plan prepared by <b>City</b> for One -Family Dwelling or Two-Family Dwelling	\$1,024.00 each
<u>Service Requests [s. 2.4.1]</u> For responses by the <b>City</b> in connection with a request for maintenance or emergency services	\$308.00 each

**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 <b>City</b> for One -Family Dwelling or Two-Family Dwelling	\$1,024.00 each
<u>Service Requests [s. 2.7.1]</u> For responses by the <b>City</b> in connection with a request for maintenance or emergency services	\$308.00 each
<u>Application for Sanitary Sewer User Fee Reduction [s.2.3.1(b)]</u> Application fee	\$300.00 each



**Sanitary Sewer Reserve  
Fund Establishment Bylaw No. 10401**

**WHEREAS:**

- A. Section 188(1) of the *Community Charter* authorizes Council to establish a reserve fund for a specified purpose and direct that money be placed to the credit of the reserve fund;
- B. Council wishes to establish a reserve fund for the purposes described in this bylaw;

The Council of the City of Richmond enacts as follows:

1. The Sanitary Sewer Reserve Fund is hereby established.
2. Any and all amounts in the Sanitary Sewer Reserve Fund, including any interest earned and accrued, may be used and expended solely for the purposes of sanitary sewer works and associated infrastructure and property, including, but not limited to supporting land acquisitions and interests, capital improvements and maintenance, vehicles and equipment, information technology, buildings and facilities, and any other property and capital costs that support the utility.
3. If any section, subsection, paragraph, clause or phrase of this bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, such decision does not affect the validity of the remaining portions of this bylaw.

4. This Bylaw is cited as "Sanitary Sewer Reserve Fund Establishment Bylaw No. 10401".

FIRST READING

NOV 14 2022

SECOND READING

NOV 14 2022

THIRD READING

NOV 14 2022

ADOPTED



\_\_\_\_\_  
MAYOR

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



**Water Supply Reserve  
Fund Establishment Bylaw No. 10402**

**WHEREAS:**

- A. Section 188(1) of the *Community Charter* authorizes Council to establish a reserve fund for a specified purpose and direct that money be placed to the credit of the reserve fund;
- B. Council wishes to establish a reserve fund for the purposes described in this bylaw;

The Council of the City of Richmond enacts as follows:

1. The Water Supply Reserve Fund is hereby established.
2. Any and all amounts in the Water Supply Reserve Fund, including any interest earned and accrued, may be used and expended solely for the purposes of water supply works associated infrastructure and property, including, but not limited to supporting land acquisitions and interests, capital improvements and maintenance, vehicles and equipment, information technology, buildings and facilities, and any other property and capital costs that support the utility.
3. If any section, subsection, paragraph, clause or phrase of this bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, such decision does not affect the validity of the remaining portions of this bylaw.

4. This Bylaw is cited as "Water Supply Reserve Fund Establishment Bylaw No. 10402".

FIRST READING

NOV 14 2022

SECOND READING

NOV 14 2022

THIRD READING

NOV 14 2022

ADOPTED



\_\_\_\_\_  
MAYOR

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



**Flood Protection Reserve  
Fund Establishment Bylaw No. 10403**

**WHEREAS:**

- A. Section 188(1) of the *Community Charter* authorizes Council to establish a reserve fund for a specified purpose and direct that money be placed to the credit of the reserve fund;
- B. Council wishes to establish a reserve fund for the purposes described in this bylaw;

The Council of the City of Richmond enacts as follows:

1. The Flood Protection Reserve Fund is hereby established.
2. Any and all amounts in the Flood Protection Reserve Fund, including any interest earned and accrued, may be used and expended solely for the purposes of flood protection works and associated infrastructure and property, including, but not limited to supporting land acquisitions and interests, capital improvements and maintenance, vehicles and equipment, information technology, buildings and facilities, and any other property and capital costs that support the utility.
3. If any section, subsection, paragraph, clause or phrase of this bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, such decision does not affect the validity of the remaining portions of this bylaw.

4. This Bylaw is cited as **“Flood Protection Reserve Fund Establishment Bylaw No. 10403”**.

FIRST READING

NOV 14 2022

SECOND READING

NOV 14 2022

THIRD READING

NOV 14 2022

ADOPTED



\_\_\_\_\_  
MAYOR

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



**Alexandra District Energy Utility Bylaw No. 8641  
Amendment Bylaw No. 10410**

The Council of the City of Richmond enacts as follows:

1. The **Alexandra District Energy Utility Bylaw No. 8641**, as amended, is further amended by deleting Schedule C (Rates and Charges) in its entirety and replacing it with a new Schedule C attached as Schedule A to this Amendment Bylaw.
2. This Bylaw is cited as “**Alexandra District Energy Utility Bylaw No. 8641, Amendment Bylaw No. 10410**”

FIRST READING

NOV 14 2022

SECOND READING

NOV 14 2022

THIRD READING

NOV 14 2022

ADOPTED

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

\_\_\_\_\_  
MAYOR

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

**Schedule A to Amendment Bylaw No. 10410*****SCHEDULE C to BYLAW NO. 8641******Rates and Charges*****PART 1 - RATES FOR SERVICES**

*The following charges, as amended from time to time, will constitute the Rates for Services for the Service Area excluding shaded Area A as shown in Schedule A to this Bylaw:*

- (a) Capacity charge – a monthly charge of \$0.0956 per square foot of Gross Floor Area; and*
- (b) Volumetric charge – a charge of \$24.190 per megawatt hour of Energy returned from the Energy Transfer Station at the Designated Property.*

**PART 2 - EXCESS DEMAND FEE**

Excess demand fee of \$0.184 for each watt per square foot of each of the estimated peak heat energy demand and estimated cooling demand referred to in section 21.1(e)(i), 21.1(e)(ii), and 21.1(e)(iii) that exceeds 6 watts per square foot.

**PART 3 - RATES FOR SERVICES APPLICABLE TO AREA A**

*The following charges will constitute the Rates for Services applicable only to the Designated Properties identified within the shaded area (Area A) shown in Schedule A to this bylaw:*

- (a) Volumetric charge – a charge of \$88.88 per megawatt hour of Energy returned from the Energy Transfer Station at the Designated Property calculated on each of (i) an energy use of 2644 MWh per annum (“Basic Supply Amount”), and (ii) any energy use in excess of the Basic Supply Amount.*



**Oval Village District Energy Utility Bylaw No. 9134  
Amendment Bylaw No. 10411**

The Council of the City of Richmond enacts as follows:

1. The **Oval Village District Energy Utility Bylaw No. 9134**, as amended, is further amended by deleting **Schedule D (Rates and Charges)** of the Bylaw in its entirety and replacing it with a new Schedule D as attached as Schedule A to this Amendment Bylaw.
2. The **Oval Village District Energy Utility Bylaw No. 9134**, as amended, is further amended by deleting the first sentence of section 4.4 of Schedule B and replacing it with the following:

“The Owner or Customer will, upon request of the Service Provider or City and at no cost to the Service Provider or City, at any time and from time to time, execute, acknowledge and deliver, or will cause to be done, executed, acknowledged and delivered, all such further acts, bills of sale, assignments, transfers, conveyances, powers of attorney and assurances as may be required by the Service Provider or City to evidence the transfer of legal and beneficial ownership of any Service Connections, Energy Transfer Stations, or any components thereof, procured, supplied or installed by the Customer, to the Service Provider or the City, in such form as requested by the Service Provider or the City.”

3. The **Oval Village District Energy Utility Bylaw No. 9134**, as amended, is further amended at section 15.1(h) of Schedule B by deleting the words “British Columbia Ministry of Water, Land and Air Protection” and replacing them with the words “British Columbia Ministry of Environment and Climate Change Strategy”.
4. The **Oval Village District Energy Utility Bylaw No. 9134**, as amended, is further amended by deleting sections 17.4(a) and 17.4(b) of Schedule B and replacing them with the following:

“(a) directly attributable to the negligence of the Service Provider, its employees, contractors or agents, provided the Customer proves such negligence;

(b) caused by or resulting from a defect in the equipment, provided the Customer proves the existence of such defect and the Customer did not provide, supply or install such equipment.”

5. This Bylaw is cited as "Oval Village District Energy Utility Bylaw No. 9134, Amendment Bylaw No. 10411".

FIRST READING

NOV 14 2022

SECOND READING

NOV 14 2022

THIRD READING

NOV 14 2022

ADOPTED

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

\_\_\_\_\_  
MAYOR

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

**Schedule A to Amendment Bylaw No. 10411**

**SCHEDULE D**

**Rates and Charges**

**PART 1 - RATES FOR SERVICES**

The following charges, as amended from time to time, will constitute the Rates for Services:

- (a) capacity charge - a monthly charge of \$0.0633 per square foot of gross floor area;  
and
- (b) volumetric charge – a monthly charge of \$38.952 per megawatt hour of Energy returned from the Energy Transfer Station at the Designated Property.

**PART 2 - EXCESS DEMAND FEE**

Excess demand fee of \$0.184 for each watt per square foot of the aggregate of the estimated peak heat energy demand referred to in section 19.1(e) (i), (ii), and (iii) that exceeds 6 watts per square foot.



**City Centre District Energy Utility Bylaw No. 9895  
Amendment Bylaw No. 10412**

The Council of the City of Richmond enacts as follows:

1. The **City Centre District Energy Utility Bylaw No. 9895** is amended by deleting **Schedule D (Rates and Charges)** of the Bylaw in its entirety and replacing it with a new Schedule D as attached as Schedule A to this Amendment Bylaw.
2. City Centre District Energy Utility Bylaw No. 9895, as amended, is further amended by deleting Section 5 and replacing it with the following:

**“ 5. Mandatory Use of DEU.** Subject to the Service Provider providing Services pursuant to this Bylaw, each Owner of

  - (a) a building within the Service Area that is on a property that has a covenant registered on title requiring buildings constructed on the property to have the mechanical capability to connect to and receive annual space heating, domestic water, and space cooling through the DEU will, when available, connect to and utilise the DEU for internal space heating, domestic hot water, and space cooling in accordance with the terms and conditions of this Bylaw; or
  - (b) a new building proposed for construction or under construction within the Service Area after the date of enactment of this Bylaw, that is 10,000 ft<sup>2</sup> or larger in size, for which the City's Building Regulation Bylaw requires submission of a building permit application or issuance of final inspection notice permitting occupancy, to any one of which the Owner, as at the date of enactment of this Bylaw, is not yet entitled, will:
    - a. construct such building to have the mechanical capability to connect to and receive annual space heating, domestic water, and space cooling through the DEU; and
    - b. when available, connect to and utilise the DEU for internal space heating, domestic hot water, and space cooling, in accordance with the terms and conditions of this Bylaw.”
3. City Centre District Energy Utility Bylaw No. 9895, as amended, is further amended by deleting Section 7 and replacing it with the following:

**“7. Permissive Use of DEU.** An Owner of a new or existing building either located inside the Service Area that is not required to connect to and utilize the DEU pursuant to Section 5, or located outside the Service Area but within the City of Richmond, may apply to the City Engineer to utilize the DEU, and if:

- (a) the City Engineer is of the opinion that the DEU is capable of servicing the building that is the subject of the application;
- (b) the City Engineer is of the opinion that servicing the building is necessary or desirable; and
- (c) the Owner enters into an agreement with the City, in form and substance satisfactory to the City Engineer and City Solicitor, undertaking, among other matters, to wholly or partially, in the City's sole discretion, fund the capital cost of extending the DEU to the Owner's building in an amount and at a time determined by the City Engineer;

then the City Engineer may approve the application, in which case the Owner must utilize the DEU in accordance with the terms and conditions of this Bylaw.”

4. City Centre District Energy Utility Bylaw No. 9895, as amended, is further amended by deleting Section 12 and replacing it with the following:

“12. **Security.** The City authorizes its officers and employees and the officers and employees of the Service Provider to:

- (a) require persons applying for, connecting or connected to or using the Services to provide security with respect to the Services in an amount determined by the City or the Service Provider, in accordance with the General Terms and Conditions; and
- (b) require Owners responsible for the installation of Energy Transfer Stations, Service Connections, or Energy Generation Plants to provide security with respect to the such Energy Transfer Station, Service Connection, or Energy Generation Plant in an amount determined by the Service Provider, in accordance with the General Terms and Conditions.”

5. City Centre District Energy Utility Bylaw No. 9895, as amended, is further amended by deleting Schedule A – Boundaries of Service Area and replacing it with Schedule B attached to and forming part of this bylaw as a new Schedule A – Boundaries of Service Area of Bylaw No. 9895.

6. City Centre District Energy Utility Bylaw No. 9895, as amended, is further amended at section 1.1 of Schedule B by:

- a) deleting the definition of “Energy Generation Plant” in subsection (q) and replacing it with the following:

“(q) **Energy Generation Plant**” means a discrete energy generation plant that generates energy from a low carbon energy source as acceptable to the City Engineer, that is capable of connecting to the Distribution System as soon as the Distribution System is extended to reach the building(s) serviced by the Energy Generation Plant, that provides space heating, space cooling and domestic hot water heating (or any portion thereof required by the City Engineer) to one or more building(s), and that is located On Site of one or more of the buildings it provides energy to;”

- b) deleting the definition of “Service Area” in subsection (gg) and replacing it with the following:

“(gg) “Service Area” means the area in the City of Richmond as delineated in red in the boundaries map attached as Schedule A hereto or such portions thereof as may be designated by the Council and such other areas as may be added from time to time by Council;”

7. City Centre District Energy Utility Bylaw No. 9895, as amended, is further amended by deleting section 2.5 of Schedule B and replacing it with the following:

**“2.5 Refusal of Application**

The Service Provider may refuse to accept an application:

- (a) for any of the reasons listed in Part 15 below (Discontinuance of Services and Refusal of Services); or
- (b) if the DEU does not extend to the applicants property at the time their application is made.

8. City Centre District Energy Utility Bylaw No. 9895, as amended, is further amended by deleting the first sentence in section 4.6 of Schedule B and replacing it with the following:

“The Owner or Customer will, upon request of the Service Provider or the City and at no cost to the Service Provider or the City, at any time and from time to time, execute, acknowledge and deliver, or will cause to be done, executed, acknowledged and delivered, all such further acts, bills of sale, assignments, transfers, conveyances, powers of attorney and assurances as may be required by the Service Provider or the City to evidence the transfer of legal and beneficial ownership of any Service Connections, Energy Transfer Stations, Energy Generation Plant Works, or any components thereof, procured, supplied or installed by the Customer, to the Service Provider or the City, in such form as requested by the Service Provider or the City.”

9. City Centre District Energy Utility Bylaw No. 9895, as amended, is further amended at section 4.4 of Schedule B by deleting subsections (c) and (d) and replacing them with the following:

- “c) approve such application subject to the Service Provider being satisfied with the design, materials, equipment, location and installation of the Service Connection and Energy Transfer Station, and each component thereof;
- d) waive or reduce payment of the applicable ETS and Service Connection Installation Fee set out in Schedule C (Fees) to this Bylaw; and
- e) require the Owner or Customer to provide security in such form and amount acceptable to the Service Provider.”

10. City Centre District Energy Utility Bylaw No. 9895, as amended, is further amended at section 15.1(h) of Schedule B by deleting the words “British Columbia Ministry of Water,

Land and Air Protection” and replacing them with the words “British Columbia Ministry of Environment and Climate Change Strategy”.

11. City Centre District Energy Utility Bylaw No. 9895, as amended, is further amended by deleting sections 17.4(a) and 17.4(b) of Schedule B and replacing them with the following:

“(a) directly attributable to the negligence of the Service Provider, its employees, contractors or agents, provided the Customer proves such negligence;

(b) caused by or resulting from a defect in the equipment, provided the Customer proves the existence of such defect and the Customer did not provide, supply or install such equipment.”

12. This Bylaw is cited as “City Centre District Energy Utility Bylaw No. 9895, Amendment Bylaw No. 10412”.

FIRST READING

NOV 14 2022

SECOND READING

NOV 14 2022

THIRD READING

NOV 14 2022

ADOPTED

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

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MAYOR

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CORPORATE OFFICER

**Schedule A to Amendment Bylaw No. 10412**

**SCHEDULE D**

**Rates and Charges**

**PART 1 - RATES FOR SERVICES**

The following charges, as amended from time to time, will constitute the Rates for Services:

- (a) capacity charge - a monthly charge of \$0.0738 per square foot of gross floor area;  
and
- (b) volumetric charge – a monthly charge of \$45.340 per megawatt hour of Energy returned from the Energy Transfer Station at the Designated Property.

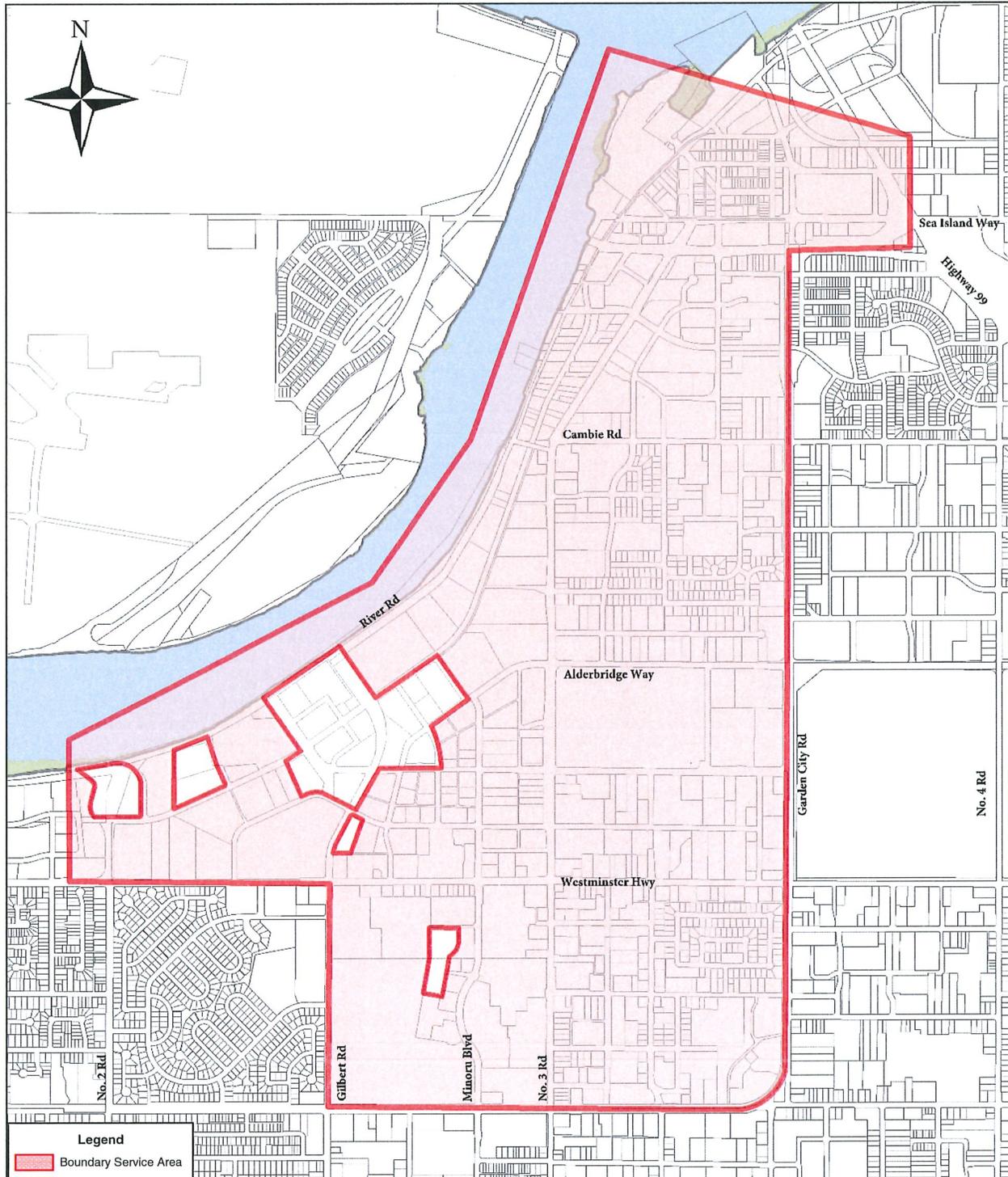
**PART 2 - EXCESS DEMAND FEE**

Excess demand fee of \$0.184 for each watt per square foot of each of the estimated peak heat energy demand and estimated cooling demand referred to in section 19.1(f) (i), 19.1(f) (ii) and 19.1(f) (iii) that exceeds 6 watts per square foot.

Schedule B to Amendment Bylaw No. 10412

SCHEDULE A to BYLAW NO. 9895

Boundaries of Service Area





**Solid Waste and Recycling Reserve  
Fund Establishment Bylaw No. 10417**

**WHEREAS:**

- A. Section 188(1) of the *Community Charter* authorizes Council to establish a reserve fund for a specified purpose and direct that money be placed to the credit of the reserve fund;
- B. Council wishes to establish a reserve fund for the purposes described in this bylaw;

The Council of the City of Richmond enacts as follows:

1. The Solid Waste and Recycling Reserve Fund is hereby established.
2. Any and all amounts in the Solid Waste and Recycling Reserve Fund, including any interest earned and accrued, may be used and expended solely for the purposes of solid waste and recycling works and associated infrastructure and property, including, but not limited to supporting land acquisitions and interests, capital improvements and maintenance, vehicles and equipment, information technology, buildings and facilities, and any other property and capital costs that support the utility.
3. If any section, subsection, paragraph, clause or phrase of this bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, such decision does not affect the validity of the remaining portions of this bylaw.

4. This Bylaw is cited as "Solid Waste and Recycling Reserve Fund Establishment Bylaw No. 10417".

FIRST READING

NOV 14 2022

SECOND READING

NOV 14 2022

THIRD READING

NOV 14 2022

ADOPTED



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MAYOR

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



**Waterworks and Water Rates Bylaw No. 5637,  
Amendment Bylaw No. 10419**

The Council of the City of Richmond enacts as follows:

1. The **Waterworks and Water Rates Bylaw No. 5637**, as amended, is further amended by replacing Section 22(b)(ii) with the following:

“(ii) pay, prior to installation, the applicable connection charge and water meter installation fee specified in Schedule “D”, notwithstanding **water meters** installed as an outcome of 9(b), 14(b), or 22A(b); and”.
2. The **Waterworks and Water Rates Bylaw No. 5637**, as amended, is further amended by replacing the word “pluming” in Section 22A(b) with the word “plumbing”.
3. The **Waterworks and Water Rates Bylaw No. 5637**, as amended, is further amended by replacing Section 37(c) with the following:

“(c) An applicant who is required to have a water meter shall pay a refundable deposit for the water meter and the fees specified in the *Consolidated Fees Bylaw No. 8636*.”
4. The **Waterworks and Water Rates Bylaw No. 5637**, as amended, is further amended by replacing Section 37.1(c) and 37.1(d) with the following:

“(c) An applicant who is required to have a water meter shall pay a refundable deposit for the water meter and the fees specified in the *Consolidated Fees Bylaw No. 8636*.

(d) An applicant who is not required to have a water meter shall pay fees specified in the *Consolidated Fees Bylaw No. 8636*.”
5. The **Waterworks and Water Rates Bylaw No. 5637**, as amended, is further amended by deleting Schedules A, B, C, E G and replacing them with the corresponding schedules attached as Schedule A to this bylaw and forming part thereof.
6. This Bylaw is cited as “**Waterworks and Water Rates Bylaw No. 5637, Amendment Bylaw No. 10419**”, and is effective January 1, 2023.

FIRST READING

NOV 14 2022

SECOND READING

NOV 14 2022

THIRD READING

NOV 14 2022

ADOPTED

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

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MAYOR

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CORPORATE OFFICER

SCHEDULE "A" to BYLAW NO. 5637

FLAT RATES FOR  
RESIDENTIAL, AGRICULTURAL, AND INSTITUTIONAL PROPERTIES

	<b>Annual Fee</b>
A. Residential dwellings per unit	
One-Family Dwelling or Two-Family Dwelling	\$844.73
Townhouse	\$691.47
Apartment	\$445.59
B. Stable or Barn per unit	\$170.20
C. Field Supply – each trough, water receptacle, or tap	\$106.40
D. Public Schools for each pupil based on registration January 1 <sup>st</sup>	\$10.08

**SCHEDULE "B" TO BYLAW NO. 5637**

**METERED RATES FOR  
INDUSTRIAL, COMMERCIAL, INSTITUTIONAL, MULTI-FAMILY,  
STRATA-TITLED AND FARM PROPERTIES**

**1. RATES**

Consumption per cubic metre:	\$1.5907
Minimum charge in any 3-month period (not applicable to Farms)	\$114.00

**2. WATER METER FIXED CHARGE**

Fixed charge per **water meter** for each 3-month period:

<u>Meter Size</u>	<u>Fixed Charge</u>
16 mm to 25 mm (inclusive)	\$15
32 mm to 50 mm (inclusive)	\$30
75 mm	\$110
100 mm	\$150
150 mm	\$300
200 mm and larger	\$500

**3. FEE FOR AN INACCESSIBLE METER AS SET OUT IN SECTION 7**

Per quarter that the meter is inaccessible (not to be pro-rated)	\$215
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**SCHEDULE "C" TO BYLAW NO. 5637**

**METERED RATES FOR  
ONE-FAMILY DWELLING AND TWO-FAMILY DWELLING**

**1. RATES**

Consumption per cubic metre: \$1.5907

**2. WATER METER FIXED CHARGE**

Fixed charge per **water meter** for each 3-month period:

<u>Meter Size</u>	<u>Fixed Charge</u>
16 mm to 25 mm (inclusive)	\$12
32 mm to 50 mm (inclusive)	\$14
75 mm	\$110
100 mm	\$150
150 mm	\$300
200 mm and larger	\$500

**3. FEE FOR AN INACCESSIBLE METER AS SET OUT IN SECTION 7**

Per quarter that the meter is inaccessible (not to be pro-rated) \$215

**SCHEDULE "E" to BYLAW 5637**

**CONSTRUCTION PERIOD WATER CONSUMPTION RATES –  
RESIDENTIAL**

<b>MONTH (2023)</b>	<b>ONE-FAMILY DWELLINGS &amp; EACH UNIT IN A TWO-FAMILY DWELLING (rate per unit)</b>	<b>START BILL YEAR</b>	<b>MULTI- FAMILY LESS THAN 4 STOREYS (rate per unit)</b>	<b>START BILL YEAR</b>	<b>MULTI- FAMILY 4 STOREYS OR MORE (rate per unit)</b>	<b>START BILL YEAR</b>
January	\$845	2024	\$691	2024	\$916	2025
February	\$774	2024	\$1,363	2025	\$878	2025
March	\$704	2024	\$1,306	2025	\$841	2025
April	\$634	2024	\$1,248	2025	\$804	2025
May	\$563	2024	\$1,190	2025	\$767	2025
June	\$493	2024	\$1,133	2025	\$730	2025
July	\$422	2024	\$1,075	2025	\$693	2025
August	\$1,243	2025	\$1,017	2025	\$1,151	2026
September	\$1,173	2025	\$960	2025	\$1,114	2026
October	\$1,102	2025	\$902	2025	\$1,077	2026
November	\$1,032	2025	\$845	2025	\$1,040	2026
December	\$961	2025	\$787	2025	\$1,003	2026

**CONSTRUCTION PERIOD WATER CONSUMPTION RATES –  
COMMERCIAL AND INDUSTRIAL**

<b>Water Connection Size</b>	<b>Consumption Charge</b>
20mm (3/4") diameter	\$165
25mm (1") diameter	\$315
40mm (1 1/2") diameter	\$780
50mm (2") diameter and larger	\$1,920

**SCHEDULE “G” to BYLAW 5637**

**RATES FOR VANCOUVER INTERNATIONAL AIRPORT AUTHORITY (YVR)**

Applicable rate is \$1.3012 per cubic meter of water consumed, plus the following amounts:

- YVR’s share of future water infrastructure capital replacement calculated at \$0.3372 per m<sup>3</sup>
- 50% of the actual cost of operations and maintenance activities on water infrastructure shared by the City and YVR, as shown outlined in red on the plan attached as Schedule H
- 100% of the actual cost of operations and maintenance activities on water infrastructure serving only YVR, as shown outlined in red on the plan attached as Schedule H
- 76 m<sup>3</sup> of water per annum at a rate of \$1.3012 per cubic meter for water used annually for testing and flushing of the tank cooling system at Storage Tank Farm TF2 (in lieu of metering the 200 mm diameter water connection to this facility)

(Note: water infrastructure includes water mains, pressure reducing valve stations, valves, hydrants, sponge vaults and appurtenances)



**Solid Waste & Recycling Regulation Bylaw No. 6803, Amendment  
Bylaw No. 10421**

The Council of the City of Richmond enacts as follows:

1. The **Solid Waste and Recycling Regulation Bylaw No. 6803**, as amended, is further amended by deleting Schedules A through D and replacing them with Schedule A attached to and forming part of this Bylaw as new Schedules A through D.
2. This Bylaw is cited as “**Solid Waste & Recycling Regulation Bylaw No. 6803, Amendment Bylaw No. 10421**” and is effective January 1, 2023.

FIRST READING

NOV 14 2022

SECOND READING

NOV 14 2022

THIRD READING

NOV 14 2022

ADOPTED

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

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MAYOR

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CORPORATE OFFICER

**BYLAW YEAR: 2023**

**SCHEDULE A to BYLAW NO. 6803**

<b>FEES FOR CITY GARBAGE COLLECTION SERVICE</b>	
Annual City garbage collection service fee for each unit in a single-family dwelling, each unit in a duplex dwelling, and each unit in a townhouse development: 80L container	\$ 83.89
Annual City garbage collection service fee for each unit in a townhouse development with weekly collection service: 80L container	\$ 100.67
Annual City garbage collection service fee for each unit in a single-family dwelling, each unit in a duplex dwelling, and each unit in a townhouse development: 120L container	\$ 113.33
Annual City garbage collection service fee for each unit in a townhouse development with weekly collection service: 120L container	\$ 136.00
Annual City garbage collection service fee for each unit in a single-family dwelling, each unit in a duplex dwelling, and each unit in a townhouse development: 240L container	\$ 143.33
Annual City garbage collection service fee for each unit in a townhouse development with weekly collection service: 240L container	\$ 172.00
Annual City garbage collection service fee for each unit in a single-family dwelling, each unit in a duplex dwelling, and each unit in a townhouse development: 360L container	\$ 268.06
Annual City garbage collection service fee for each unit in a townhouse development with weekly collection service: 360L container	\$ 321.67
Annual City garbage collection service fee for each unit in a multi-family dwelling	
- Weekly service	\$ 52.22
- Twice per week service	\$ 91.11
Optional Monthly City garbage collection service fee for Commercial customers	
- Weekly service	\$ 77.87
- Cost per additional cart	\$ 42.67
Optional Monthly City garbage collection service fee for Commercial customers	
- Twice weekly service	\$ 132.84
- Cost per additional cart	\$ 60.43
Fee for garbage cart replacement	\$ 25.00
Fee for each excess garbage container tag	\$ 2.00
Large Item Pick Up fee	\$ 22.39
Non-compliant large item collection fee	\$ 75.00

## SCHEDULE B to BYLAW NO. 6803

<b>FEEES FOR CITY RECYCLING SERVICE</b>	
Annual City recycling service fee:	
(a) For residential properties, which receive blue box service (per unit)	\$ 73.17
(b) For multi-family dwellings or townhouse developments which receive centralized collection service (per unit)	\$ 57.72
Annual City recycling service fee:	
(a) For yard and garden trimmings and food waste from single-family dwellings and from each unit in a duplex dwelling (per unit)	\$ 180.28
(b) For yard and garden trimmings and food waste from townhome dwellings that receive City garbage or blue box service (per unit)	\$ 73.17
(c) For yard and garden trimmings and food waste from multi-family dwellings	
- Weekly Service	\$ 55.56
- Twice per week service	\$ 75.56
Cardboard bin recycling service for multi-family dwellings, collected once every 2 weeks	\$ 65.00/bin/month
Cardboard bin recycling service for multi-family dwellings, collected weekly	\$ 75.00/bin/month
Fee for yard/food waste cart replacement	\$ 25.00
Annual City recycling service fee for non-residential properties	\$ 7.08
Optional Monthly City organics collection service fee for Commercial customers	
- Weekly service	\$ 74.12
- Cost per additional cart	\$ 32.77
Optional Monthly City organics collection service fee for Commercial customers	
- Twice weekly service	\$ 102.21
- Cost per additional cart	\$ 62.35
City recycling service fee for the Recycling Depot:	
	\$25.00 per cubic yard for the second and each subsequent cubic yard
(a) (i) for yard and garden trimmings from residential properties	
(ii) for recyclable material from residential properties	\$ 0.00
(b) For yard and garden trimmings from non-residential properties	\$25.00 per cubic yard
(c) For recycling materials from non-residential properties	\$ 0.00
(d) For upholstered furniture from residential properties	
(i) office/dining chair, ottoman, bench	\$ 0.00
(ii) arm chair, loveseat, couch, recliner, chaise	\$ 0.00
(iii) sectional, sofabed, reclining loveseat/couch, massage chair	\$ 0.00
(e) For upholstered furniture from non-residential properties	
(i) office/dining chair, ottoman, bench	\$ 20.00
(ii) arm chair, loveseat, couch, recliner, chaise	\$ 35.00
(iii) sectional, sofabed, reclining loveseat/couch, massage chair	\$ 50.00

**SCHEDULE C to BYLAW NO. 6803**

<b>FEES FOR CITY LITTER COLLECTION SERVICE</b>	
Annual City litter collection service fee for both residential properties and non-residential properties	\$ 41.00

**SCHEDULE D TO BYLAW 6803**

NEW RESIDENTIAL PROPERTY PAYMENT FEE SCHEDULE												
GARBAGE, RECYCLING & LITTER COLLECTION FEE						RECYCLING & LITTER COLLECTION FEE PER STRATA LOT						
Month in Current Year in which Building Permit is Issued	Single-Family Dwellings & Each Unit in a Duplex Dwelling			Townhouse Development			Townhouse Development			Multi-Family Development		
	Prorated Fee Per Unit	Year in which Annual Fee Commences	Year in which Annual Fee Commences	Prorated Fee Per Unit	Year in which Annual Fee Commences	Year in which Annual Fee Commences	Prorated Fee Per Unit	Year in which Annual Fee Commences	Prorated Fee Per Unit	Year in which Annual Fee Commences	Year in which Annual Fee Commences	
	\$			\$			\$		\$			
January	207	2024	2024	-	2024	2024	-	2024	71	2025	2025	
February	173	2024	2024	272	2025	2025	158	2025	59	2025	2025	
March	138	2024	2024	247	2025	2025	143	2025	47	2025	2025	
April	104	2024	2024	222	2025	2025	129	2025	35	2025	2025	
May	69	2024	2024	198	2025	2025	115	2025	24	2025	2025	
June	35	2024	2024	173	2025	2025	100	2025	12	2025	2025	
July	-	2024	2024	148	2025	2025	86	2025	-	2025	2025	
August	387	2025	2025	124	2025	2025	72	2025	132	2026	2026	
September	352	2025	2025	99	2025	2025	57	2025	120	2026	2026	
October	317	2025	2025	74	2025	2025	43	2025	108	2026	2026	
November	282	2025	2025	49	2025	2025	29	2025	96	2026	2026	
December	246	2025	2025	25	2025	2025	14	2025	84	2026	2026	



CITY OF RICHMOND

***FLOOD PROTECTION***

**BYLAW NO. 10426**

EFFECTIVE DATE – January 1, 2023



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## Flood Protection Bylaw No. 10426

The Council of the City of Richmond enacts as follows:

### PART ONE: DRAINAGE CONNECTIONS

#### 1.1 Requirement to Connect to City Drainage System

1.1.1 Unless specifically exempted in this Bylaw, every **property owner** must:

- (a) ensure that all surface water originating from such **property owner's** property is contained entirely on that property and connected to and discharged into the **City drainage system**, when such system is available to the property;
- (b) ensure that no **groundwater** originating from such **property owner's** property is discharged into the **City drainage system**, unless otherwise permitted by the **General Manager of Engineering & Public Works**; and
- (c) pay the connection charges specified in Schedule A for connection to the **City drainage system** (including without limitation the charges relating to the supply and installation of **inspection chambers, manholes**, service pipes, and connections to main).

1.1.2 Where the **property owner** does not connect the **property owner's** property to the **City drainage system**, as required in subsection 1.1.1, the **General Manager, Engineering & Public Works** may direct that the **City** undertake such connections at the expense of the **property owner**.

1.1.3 Any costs incurred by the **City** under the provisions of subsection 1.1.2 if not paid by December 31<sup>st</sup> in the year in which they were incurred are considered to be taxes in arrears on the property in question.

#### 1.2 Imposition of Connection Charges

1.2.1 Subject to subsection 1.2.2, every **property owner** wishing to connect a property to the **drainage system** must, prior to installation:

- (a) apply to the **City** to make the connection or connections;

- (b) pay to the **City** the connection charges specified in Schedule A, as applicable (including without limitation the charges relating to the supply and installation of **inspection chambers, manholes**, service pipes, and connections to main);
- (c) submit a design plan or a drawing of each proposed connection, including:
  - (i) existing services;
  - (ii) proposed services; and
  - (iii) the location of buildings, trees, driveways and sidewalks;

which plan or drawing has been prepared by a professional engineer in accordance with the current version of Design Specifications and Supplementary Specifications and Detail Designs, publications of the **City's Engineering & Public Works Department**; and

- (d) at the request of the **property owner** of a **one-family dwelling** or **two-family dwelling**, a design plan or drawing referred to in paragraph (c) may be prepared by the **City** for the fee specified in the Consolidated Fees Bylaw No. 8636.

1.2.2 Notwithstanding subsection 1.2.1(b), the **property owner** must pay to the **City** an amount quoted by the **City** for the cost of construction where:

- (i) the connection charge is not specified in Schedule A; or
- (ii) due to utility conflict or any other reason, the connection charge specified in Schedule A does not apply.

The construction cost will be quoted by the **City** based on approved final design drawings. The **property owner** will make an advance payment equal to the total quoted construction cost, prior to commencement of the construction. If a design change is required during construction, it will be considered as scope change or extra work. The **property owner** will be responsible for the cost of the extra work, in addition to the quoted construction cost.

1.2.3 Where access required for the purpose of connecting to the **City drainage system** is, in the opinion of the **General Manager, Engineering & Public Works**, blocked or impeded, the **property owner** must immediately remove the blockage or impediment to the extent determined necessary by the **General Manager, Engineering & Public Works**.

1.2.4 Where the **property owner** does not remove the blockage or impediment pursuant to subsection 1.2.3, the **General Manager, Engineering & Public Works** may direct that the **City** undertake the work at the expense of the **property owner**.

1.2.5 No connection to the **City drainage system** will be made until all required connection charges and any other related costs have been paid in full.

### 1.3 Requirements Prior to Demolition

- 1.3.1 A **property owner** wishing to demolish a **building** connected to the **City drainage system** must not do so until all connections the **drainage system** have been disconnected and capped in a manner satisfactory to the **General Manager, Engineering & Public Works**.
- 1.3.2 Where a **property owner** chooses not to disconnect and cap the connection to the **City drainage system**, the **General Manager, Engineering & Public Works** may direct that the **City** undertake such disconnections and capping at the expense of the **property owner** and the **property owner** shall forthwith pay the **City** the demolition charges set out in Schedule A.
- 1.3.3 Where a **property owner** fails to disconnect the connection from such **property owner's** property to the **City drainage system** in accordance with this Bylaw and such failure results in damage to the **City drainage system**, the **property owner** must pay the actual costs incurred by the **City** in repairing the resulting damage.
- 1.3.4 Any costs incurred by the **City** under the provisions of subsection 1.3.2 or 1.3.3 if not paid by December 31<sup>st</sup> of the year in which they were incurred are considered to be taxes in arrears on the property in question.

### 1.4 Inspection and Maintenance

- 1.4.1 Subject to section 16 of the *Community Charter*, an employee of, or other person authorized by, the **City** may access, enter into or upon private property to:
- (a) inspect and determine compliance with the provisions of this Bylaw;
  - (b) inspect and investigate the **City's drainage system**, including **inspection chambers, manholes**, fixtures and any other works or infrastructure associated with the **City's drainage system**; and
  - (c) repair, replace and maintain the **City's drainage system**, at the discretion of the **General Manager of Engineering & Public Works**.
- 1.4.2 No person shall prevent or obstruct, or attempt to prevent or obstruct, access or entry permitted pursuant subsection 1.4.1 of this Bylaw.

## PART TWO: FLOOD PROTECTION USER FEES

### 2.1 Imposition of Flood Protection System User Fees

- 2.1.1 Every **property owner** in the **City** must pay a **flood protection system** fee in the amount specified in Schedule B for the period from January 1 to December 31 of each year.

## 2.2 Date of User and Flood Protection System Fee Payments

2.2.1 All **flood protection system** fees must be paid on or before the invoice due date.

2.2.2 Extensions to the invoice due date may be granted at the discretion of the **General Manager, Engineering & Public Works**.

## 2.3 Discounts

2.3.1 All **flood protection system** fees which are paid on or before the due dates specified in section 2.2 will be subject to a ten (10%) percent discount.

## 2.4 Private Property Service Requests

2.4.1 Where the **City** responds to a request for maintenance or emergency service to the **drainage system** and the **City** determines that the problem originates on private property, the **property owner** must pay the fees specified in Consolidated Fees Bylaw No. 8636.

# PART THREE: GENERAL

## 3.1 Grease Management

3.1.1 No person responsible for a **food sector establishment** or a **building**, including an **operator, property owner**, agent or contractor, shall discharge or suffer, allow, cause or permit **fat, oil or grease** to be discharged into a **drainage system** within the **City**.

## 3.2 Offences and Penalties

3.2.1 (a) A violation of any of the provisions identified in this Bylaw shall result in liability for penalties and late payment amounts established in Schedule A of the *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122*; and

(b) A violation of any of the provisions identified in this Bylaw shall be subject to the procedures, restrictions, limits, obligations and rights established in the *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122* in accordance with the *Local Government Bylaw Notice Enforcement Act, SBC 2003, c. 60*.

3.2.2 Every person who contravenes any provision of this Bylaw is considered to have committed an offence against this Bylaw and is liable on summary conviction, to a fine of not less than One Thousand Dollars (\$1,000) and not more than Fifty Thousand Dollars (\$50,000), and each day that such violation is caused, or allowed to continue, constitutes a separate offence.

## 3.3 Interpretation

In this Bylaw, unless the context requires otherwise:

<b>BUILDING</b>	means a structure or portion of a structure, including foundations and supporting structures for equipment or machinery or both, which is used or intended to be used for supporting or sheltering a use, occupancy, persons, animals, or property.
<b>CITY</b>	means the City of Richmond.
<b>COUNCIL</b>	means the current Council of the <b>City</b> .
<b>DRAINAGE SYSTEM</b>	means all storm sewer works and appurtenances owned, controlled, maintained and operated by the <b>City</b> , including storm sewers, storm service connections, ditches, channels, detention facilities, pumping stations and outfalls laid within any highway, <b>City</b> right-of-way or easement or <b>City</b> -owned property.
<b>DWELLING UNIT</b>	means a room or suite of two or more rooms designed for or occupied by one family only as a single housekeeping unit providing cooking, sanitary and sleeping facilities.
<b>DIKE SYSTEM</b>	means an embankment, wall, fill, piling, pump, gate, floodbox, pipe, sluice, culvert, canal, ditch, drain or any other thing that is constructed, assembled or installed to prevent the flooding of land.
<b>FAT, OIL OR GREASE</b>	means any solvent or extractable material of animal, vegetable or mineral origin, including but not limited to hydrocarbons, esters, fats, oils, waxes and high molecular weight carboxylic acids.
<b>FLOOD PROTECTION SYSTEM</b>	means all components of the <b>drainage system</b> or the <b>dike system</b> .
<b>FOOD SECTOR ESTABLISHMENT</b>	means: <ul style="list-style-type: none"> <li>(a) a business establishment or institutional facility where food is prepared or made ready for eating or packaged and shipped to any establishment described in (b) or (c) below;</li> <li>(b) a retail establishment or institutional facility where food is prepared and made ready for</li> </ul>

retail sale or sold to the public and includes grocery stores, fresh produce stores, bakeries, butcher shops and similar establishments; and

- (c) a business or institutional eating or drinking establishment or facility where food is prepared or made ready for eating and is sold or served to the public or to persons employed at, served by or attending the establishment, whether or not consumed on the premises, and includes restaurants, delicatessens, fast-food outlets, cafeterias, hospitals, pubs, bars, lounges, or other similar establishments

**GENERAL MANAGER OF  
ENGINEERING & PUBLIC WORKS**

means the person appointed to the position of General Manager of Engineering & Public Works, and includes a person designated as an alternate.

**GROUNDWATER**

means water found beneath the surface of the ground.

**INSPECTION CHAMBER**

means a covered chamber which provides an access point for making connections or performing maintenance on the underground **drainage system** or related service lines.

**MANHOLE**

means a covered chamber which provides an access point for making connections or performing maintenance on the underground **drainage system** or related service mainlines.

**MULTIPLE-FAMILY DWELLING**

means a detached, multi-floor **building** containing three or more residential **dwelling units**.

**ONE-FAMILY DWELLING**

means a detached **building** used exclusively for residential purposes, containing one **dwelling unit** only.

**OPERATOR**

means a proprietor, lessee, manager, employee, or other person who carries on the operations of a facility or business on behalf of the owner of the business and includes any person managing or supervising such facility or business.

**PROPERTY OWNER**

means the registered owner of a parcel of land in the City.

**TWO-FAMILY DWELLING**

means a detached **building** used exclusively for residential purposes containing two **dwelling units** only, which **building** is not readily convertible into additional **dwelling units** and the plans for which have been filed with the Building Inspector showing all areas of the **building** finished, and the design of the **building** showing each **dwelling unit** consisting of:

- (a) one storey only, not set upon another storey or upon a basement; or
- (b) two storeys only, the upper storey not containing a kitchen; not set upon another storey or upon a basement; or
- (c) a split level arrangement of two storeys only, the upper storey not containing a kitchen; not set upon another storey or upon a basement.

**PART FOUR: PREVIOUS BYLAW REPEAL**

- 4.1 Drainage, Dyke and Sanitary Sewer System Bylaw No. 7551 (adopted December 9, 2002) and the following amendment bylaws are repealed:

<u>AMENDMENT BYLAW</u>	<u>EFFECTIVE DATE</u>
No. 7615	January 1, 2004
No. 8752	January 1, 2005
No. 8004	January 1, 2006
No. 8151	January 1, 2007
No. 8284	January 1, 2008
No. 8452	January 1, 2009
No. 8549	January 1, 2010
No. 8595	January 1, 2011
No. 8679	January 1, 2011
No. 8848	January 1, 2012
No. 8977	January 1, 2013
No. 9081	January 1, 2014
No. 9101	March 10, 2014
No. 9081	January 1, 2015
No. 9203	February 10, 2015
No. 9219	October 13, 2015
No. 9495	January 1, 2016
No. 9634	January 1, 2017
No. 9751	October 10, 2017
No. 9718	October 23, 2017
No. 9782	January 1, 2018
No. 9943	January 1, 2019

No. 10114	January 1, 2020
No. 10169	March 30, 2020
No. 10221	January 1, 2021
No. 10331	March 14, 2022

**PART FIVE: SEVERABILITY AND CITATION**

- 5.1 If any part, section, sub-section, clause, or sub-clause of this Bylaw is, for any reason, held to be invalid by the decision of a Court of competent jurisdiction, such decision does not affect the validity of the remaining portions of this Bylaw.
- 5.2 This Bylaw is cited as “**Flood Protection Bylaw No. 10426**”, and is effective January 1<sup>st</sup>, 2023.

FIRST READING

NOV 14 2022

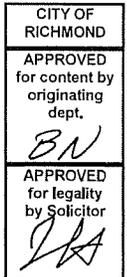
SECOND READING

NOV 14 2022

THIRD READING

NOV 14 2022

ADOPTED



\_\_\_\_\_  
MAYOR

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

**SCHEDULE A to BYLAW NO. 10426****DRAINAGE SYSTEM CONNECTION CHARGES****1. DEMOLITION CHARGES**

- |   |               |
|---|---------------|
| a) Cap and abandon existing service   | \$ 1,300 each |
| b) Adjustment to top elevation of <b>inspection chamber</b> or <b>manhole</b> | \$ 1,300 each |
| c) Repair of <b>inspection chamber</b>  | \$ 1,300 each |

**2. INSPECTION CHAMBERS**

- |   |               |
|---|---------------|
| a) Supply and installation of <b>inspection chamber</b> | \$ 3,300 each |
| b) Adjust existing <b>inspection chamber</b>            | \$ 1,000 each |

**3. CONNECTION TO MAIN**

- |   |               |
|---|---------------|
| a) Connection to sewer main up to 1.5 metres deep | \$ 4,000 each |
| b) Connection to sewer main over 1.5 metres deep  | By Estimate   |

**4. SERVICE PIPE**

- |   |                 |
|---|-----------------|
| a) Supply and install 100 to 150 mm dia lateral pipe, up to 1.5 m in depth                      | \$500 per metre |
| b) Supply and install 200 mm dia lateral pipe, up to 1.5 metres in depth                        | \$600 per metre |
| c) Supply and install lateral pipes greater than 200mm dia or greater than 1.5 metres in depth. | By Estimate     |

**5. MANHOLES**

- |  |               |
|--|---------------|
| a) Supply and install 1050 mm dia manhole, up to 1.5 metres in depth | \$ 8,000 each |
| b) Supply and install 1200 mm dia manhole, up to 1.5 metres in depth | \$ 8,700 each |
| c) Supply and install 1500 mm dia manhole, up to 1.5 metres in depth | \$ 9,400 each |
| d) Supply and install 1800 mm dia manhole, up to 1.5 metres in depth | \$10,000 each |
| e) Supply and install <b>manholes</b> over 1800 mm dia               | By Estimate   |
| f) Supply and install <b>manholes</b> over 1.5 metres deep           | By Estimate   |

**SCHEDULE B to BYLAW NO. 10426****FLOOD PROTECTION USER FEES**

	<b>Annual Fee</b>
(a) Residential Dwellings (per <b>dwelling unit</b> )	
(i) <b>One-Family Dwelling</b> or <b>Two-Family Dwelling</b>	\$248.98
(ii) <b>Multiple-Family Dwellings</b>	\$196.29
(b) Agricultural properties	\$248.98
(c) Stratified industrial, commercial and institutional properties (per strata lot)	\$248.98
(d) Non-stratified industrial, commercial and institutional properties with lot areas less than 800 m <sup>2</sup>	\$248.98
(e) Non-stratified industrial, commercial and institutional properties with lot areas between 800 m <sup>2</sup> and 2,000 m <sup>2</sup>	\$581.07
(f) Non-stratified industrial, commercial and institutional properties with lot areas between 2,000 m <sup>2</sup> and 10,000 m <sup>2</sup>	\$734.48
(g) Non-stratified industrial, commercial and institutional properties with lot areas between 10,000 m <sup>2</sup> and 20,000 m <sup>2</sup>	\$1,574.21
(h) Non-stratified industrial, commercial and institutional properties with lot areas between 20,000 m <sup>2</sup> and 50,000 m <sup>2</sup>	\$1,674.66
(i) Non-stratified industrial, commercial and institutional properties with lot areas between 50,000 m <sup>2</sup> and 100,000 m <sup>2</sup>	\$1,842.76
(j) Non-stratified industrial, commercial and institutional properties with lot areas between 100,00 m <sup>2</sup> and 500,000 m <sup>2</sup>	\$1,927.13
(k) Non-stratified industrial, commercial and institutional properties with lot areas greater than 500,000 m <sup>2</sup>	\$2,011.68



CITY OF RICHMOND

***SANITARY SEWER***

**BYLAW NO. 10427**

EFFECTIVE DATE – January 1, 2023



## Sanitary Sewer Bylaw No. 10427

The Council of the City of Richmond enacts as follows:

### PART ONE: SEWER CONNECTIONS

#### 1.1 Requirement to Connect to City Sanitary Sewer System

1.1.1 Unless specifically exempted in this Bylaw, every **property owner** must:

- (a) ensure that all **sewage** originating from any **building** located on such **property owner's** property is connected to and discharged into the **City sanitary sewer** system, when such system is available to the property;
- (b) ensure that no **groundwater** originating from such **property owner's** property is discharged into the **City sanitary sewer** system, unless otherwise permitted by the **General Manager of Engineering & Public Works**; and
- (c) pay the connection charges specified in the Schedule A for connection to the **City sanitary sewer** system (including without limitation the charges relating to the supply and installation of **inspection chambers, manholes, service pipes, and connections to main**).

1.1.2 Where the **property owner** does not connect the **property owner's** property to the **City sanitary sewer** system, as required in subsection 1.1.1, the **General Manager, Engineering & Public Works** may direct that the **City** undertake such connections at the expense of the **property owner**.

1.1.3 Any costs incurred by the **City** under the provisions of subsection 1.1.2 if not paid by December 31<sup>st</sup> in the year in which they were incurred are considered to be taxes in arrears on the property in question.

#### 1.2 Imposition of Connection Charges

1.2.1 Subject to subsection 1.2.2, every **property owner** wishing to connect a property to the **sanitary sewer** system must, prior to installation:

- (a) apply to the **City** to make the connection or connections;

- (b) pay to the **City** the connection charges specified in the Schedule A, as applicable (including without limitation the charges relating to the supply and installation of **inspection chambers, manholes, service pipes, and connections to main**);
- (c) submit a design plan or a drawing of each proposed connection, including:
  - (i) existing services;
  - (ii) proposed services; and
  - (iii) the location of buildings, trees, driveways and sidewalks,

which plan or drawing has been prepared by a professional engineer in accordance with the current version of Design Specifications and Supplementary Specifications and Detail Designs, publications of the **City's Engineering & Public Works Department**; and

- (d) at the request of the **property owner** of a **one-family dwelling** or **two-family dwelling**, a design plan or drawing referred to in paragraph (c) above may be prepared by the **City** for the fee specified in the *Consolidated Fees Bylaw No. 8636*.

1.2.2 Notwithstanding subsection 1.2.1(b), the **property owner** must pay to the **City** an amount quoted by the **City** for the cost of construction where:

- (i) the connection charge is not specified in Schedule A; or
- (ii) due to utility conflict or any other reason, the connection charge specified in the Schedule A does not apply.

The construction cost will be quoted by the **City** based on approved final design drawings. The **property owner** will make an advance payment equal to the total quoted construction cost, prior to commencement of the construction. If a design change is required during construction, it will be considered as scope change or extra work. The **property owner** will be responsible for the cost of the extra work, in addition to the quoted construction cost.

1.2.3 Where access required for the purpose of connecting to the **City sanitary sewer** system is, in the opinion of the **General Manager, Engineering & Public Works**, blocked or impeded, the **property owner** must immediately remove the blockage or impediment to the extent determined necessary by the **General Manager, Engineering & Public Works**.

1.2.4 Where the **property owner** does not remove the blockage or impediment pursuant to subsection 1.2.3, the **General Manager, Engineering & Public Works** may direct that the **City** undertake the work at the expense of the **property owner**.

1.2.5 No connection to the **City sanitary sewer** system will be made until all required connection charges and any other related costs have been paid in full.

### 1.3 Requirements Prior to Demolition

- 1.3.1 A **property owner** wishing to demolish a **building** connected to the **City sanitary sewer** system must not do so until all connections to the **sanitary sewer** system have been disconnected and capped in a manner satisfactory to the **General Manager, Engineering & Public Works**.
- 1.3.2 Where a **property owner** chooses not to disconnect and cap the connection to either the **City sanitary sewer** system, the **General Manager, Engineering & Public Works** may direct that the **City** undertake such disconnections and capping at the expense of the **property owner** and the **property owner** shall forthwith pay the **City** the demolition charges set out in the Schedule A.
- 1.3.3 Where a **property owner** fails to disconnect the connection from such **property owner's** property to the **City sanitary sewer** system in accordance with this Bylaw and such failure results in damage to the **City sanitary sewer**, the **property owner** must pay the actual costs incurred by the **City** in repairing the resulting damage.
- 1.3.4 Any costs incurred by the **City** under the provisions of subsection 1.3.2 or 1.3.3 if not paid by December 31<sup>st</sup> of the year in which they were incurred are considered to be taxes in arrears on the property in question.

### 1.4 Inspection and Maintenance

- 1.4.1 Subject to section 16 of the *Community Charter*, an employee of, or other person authorized by, the **City** may access, enter into or upon private property to:
- (a) inspect and determine compliance with the provisions of this Bylaw;
  - (b) inspect and investigate the **City's sanitary sewer** system, including **inspection chambers, manholes**, fixtures and any other works or infrastructure associated with the **City's sanitary sewer** system; and
  - (c) repair, replace and maintain the **City's sanitary sewer** system, at the discretion of the **General Manager of Engineering & Public Works**.
- 1.4.2 No person shall prevent or obstruct, or attempt to prevent or obstruct, access or entry permitted pursuant subsection 1.4.1 of this Bylaw.

## PART TWO: SANITARY SEWER USER FEES

### 2.1 Imposition of Sanitary Sewer System User Fees

2.1.1 Unless otherwise provided in this Bylaw, every **property owner** whose property has been connected to the **City sanitary sewer** must pay user fees as follows:

- (a) for properties which are not **metered properties**, the flat-rate **sanitary sewer system** user fees specified in Part 1 of Schedule B for the period from January 1 to December 31 of each year;
- (b) for **metered properties** which are not commercial, industrial, institutional, or agricultural properties, the **sanitary sewer** metered rate or rates specified in Part 2 of Schedule B;
- (c) notwithstanding any other provisions herein, user fees on **one-family dwellings** and **two-family dwellings** will be capped in the third quarter (July-September) of each year at a quarterly equivalent of the flat rate;
- (d) except where subsection 2.1.1(e) applies, for **metered properties** which are commercial, industrial, institutional or agricultural properties, the greater of:
  - (i) the **sanitary sewer** metered rate or rates specified in Part 2 of Schedule B; or
  - (ii) minimum **sanitary sewer** charge specified in Part 3 of Schedule B; and
- (e) for industrial, commercial, and institutional properties which are **metered properties**, operate under a Metro Vancouver permit, and do not receive fee reductions in accordance with subsection 2.3.2 or 2.4.2 of this Bylaw, 75% of the rates specified in subsection 2.1.1(d).

2.1.2 Every **property owner** whose property has been connected to the **sanitary sewer** system, discharges **sewage** under an issued Metro Vancouver permit, and discharges greater volumes of **sewage** into the **sanitary sewer** system than the metered volume of water delivered to the property (e.g. **sewage** produced using a water source other than that provided by the **City**), must pay the following **sanitary sewer** system user fees in addition to those payable under subsection 2.1.1:

- (a) 34% of the **sanitary sewer** metered rate specified in Part 2 of Schedule B applied to the volume of **sewage** discharged to the **sanitary sewer** system less the metered volume of water delivered to the property; and

- (b) for the purposes of subsection 2.1.2(a) above, the volume of **sewage** discharged shall be the lesser of:
    - (i) the maximum daily discharge rate listed on the issued Metro Vancouver permit applied across the duration of the permit (if applicable);
    - (ii) the **sewage** discharge volumes listed in the quarterly monitoring reports submitted to Metro Vancouver as a condition of a Metro Vancouver permit (if applicable); and
    - (iii) the **sewage** discharge volume measured using an alternative method proposed by the **property owner** and approved in writing by the **General Manager, Engineering & Public works**.
- 2.1.3 Every owner of a **one-family dwelling** or **two-family dwelling** which has a water meter installed:
- (a) pursuant to the universal or voluntary water metering program under section 14(b), 14(d) or 22A of the *Waterworks and Water Rates Bylaw No. 5637*; or
  - (b) as a consequence of a **City** infrastructure renewal program,
- will receive a credit to be applied to future sewer charges payable under subsection 2.1.1 equal to the difference between the metered charges for the first 12 months of consumption subsequent to the initial meter reading for billing purposes and the amount that would have been payable on a flat rate basis, provided:
- (c) the metered charges exceed the flat rate by more than Ten Dollars (\$10);
  - (d) the **property owner** submits a request for the credit to the **City** in writing within 15 months of the initial metered billing start date; and
  - (e) there has been no change in ownership of the property since the installation of the water meter.
- 2.1.4 Every owner of a **multiple-family dwelling** which has a **water meter** installed pursuant to section 9(b) or section 14(b) of the *Waterworks and Water Rates Bylaw No. 5637* will receive a credit to be applied to future sewer charges payable under subsection 2.1.1 equal to the difference between the metered charges for the first 60 months of consumption subsequent to the initial meter reading for billing purposes and the amount that would have been payable on a flat rate basis, provided:

- (a) the metered charges exceed the flat rate by more than Ten Dollars (\$10); and
- (b) the **property owner(s)** submit a request for the credit to the **City** in writing within 15 months of the calendar year over which the credit shall be applied. The credit will be the difference of the metered charges and the flat rate charge for the applicable calendar year.

## 2.2 Construction Period Sanitary Sewer User Fees

- 2.2.1 Where a **property owner** applies for a building permit for a **one-family dwelling**, a **two-family dwelling**, or a **multiple-family dwelling** and such dwelling is located within an area where the **City sanitary sewer** system is available to the property, such **property owner** is required to pay the construction period **sanitary sewer** user fee specified in Part 4 of Schedule B on or before the issuance of the building permit.
- 2.2.2 The construction period **sanitary sewer** user fees in subsection 2.2.1 apply for the following time periods commencing the month in which the building permit is issued:
  - (a) six (6) months for **one-family dwellings** and **two-family dwellings**;
  - (b) 12 months for **multiple-family dwellings** of less than 4 storeys in **building** height; and
  - (c) 18 months for **multiple-family dwellings** of 4 or more storeys in **building** height.

## 2.3 Application for Sanitary Sewer User Fee Reduction

- 2.3.1 A **property owner** of a **metered property** who reasonably believes that the volume of **sewage** output from a **building** is significantly less than the volume of water delivered to that **building** may apply in writing to the **General Manager, Engineering & Public Works** for a review of the volume of cubic metres assessed for the payment of the **sanitary sewer** system user fees under subsection 2.1.1 above, which application must include:
  - (a) a report prepared by a professional engineer showing the actual volume of water consumed through internal processes which is not discharged to the **City's sanitary sewer**; and
  - (b) payment of an application fee as specified in the Consolidated Fees Bylaw No. 8636
- 2.3.2 If, after reviewing an application pursuant to this section 2.3 and conducting any further review by the **City** that they considers necessary, the **General Manager, Engineering & Public Works** is satisfied that the amount of water being

consumed for internal processes within the **building** is thirty (30%) percent or greater than the total volume of water delivered to the **building**, the **sanitary sewer** system user fees payable by the **property owner** under subsection 2.1.1, shall be assessed based a volume equal to the difference between the volume of water delivered and the volume of water consumed for those internal processes.

## 2.4 Leaks

2.4.1 In the case of a leak in a **metered property's** waterworks, the **property owner** may submit a request to the **City** for reassessment of their user fees, which if:

- (a) the **General Manager, Engineering and Public Works** is satisfied that the **property owner** did not know, or could not reasonably have known, about the leak; and
- (b) the **property owner** repairs the leak to the satisfaction of the **General Manager, Engineering and Public Works** within 14 days of the **property owner's** discovery of the leak,

the **City** will determine and charge **sanitary sewer** system user fees in accordance with subsection 2.4.2 below for both the billing period in which the leak was discovered and the previous billing period.

2.4.2 If a **metered property** qualifies under subsection 2.4.1 above:

- (a) the **City** will determine the average amount of water recorded for the **metered property** per billing period for the last twelve months, and if that information is unavailable, by using the average for the same type of property over the past 12 months (the "**average amount**");
- (b) if the amount of water recorded for the **metered property** for:
  - (i) the billing period in which the leak was discovered is greater than the **average amount**, the **property owner** will pay **sanitary sewer** system user fees under subsection 2.1.1 based upon the metered rate specified in Part 2 of Schedule B applied to all amounts recorded up to the **average amount** for that billing period; and
  - (ii) the billing period previous to that in which the leak was discovered is greater than the **average amount**, the **property owner** will pay **sanitary sewer** system user fees under subsection 2.1.1 based upon the metered rate specified in Part 2 of Schedule B applied to all amounts recorded up to the **average amount** for that billing period.

## 2.5 Date of User Fee Payments

2.5.1 All **sanitary sewer** system user fees must be paid on or before the invoice due date.

2.5.2 Extensions to the invoice due date may be granted at the discretion of the **General Manager, Engineering & Public Works**.

## 2.6 Discounts

2.6.1 All **sanitary sewer** system user fees which are paid on or before the due dates specified in section 2.5 will be subject to a ten (10%) percent discount.

## 2.7 Private Property Service Requests

2.7.1 Where the **City** responds to a request for maintenance or emergency service to the **sanitary sewer** system and the **City** determines that the problem originates on private property, the **property owner** must pay the fees specified in *Consolidated Fees Bylaw No. 8636*.

# PART THREE: GREASE MANAGEMENT

## 3.1 Restriction

3.1.1 No person responsible for a **food sector establishment** or a **building**, including an **operator, property owner**, agent or contractor, shall discharge or suffer, allow, cause or permit **fat, oil or grease** to be discharged into a **sanitary sewer** within the **City**.

## 3.2 Inspection and Maintenance

3.2.1 The **General Manager of Engineering & Public Works**, an employee of the **City** acting under his or her direction, or a **bylaw enforcement officer** may enter on and into a property to inspect, investigate and determine whether all provisions and regulations under Part Three of this Bylaw are being met.

3.2.2 The **operator**, agent, or contractor of a **food sector establishment** must maintain and repair all **grease traps or grease interceptors**, according to established schedules and standards provided by the manufacturer, so that they are fully operational and effective at all times.

3.2.3 At least one (1) person among the **operator, property owner**, agent, or contractor responsible for the operation of a **food sector establishment** at any given time is required to have the knowledge, ability, and tools to open and provide access to a **grease trap or grease interceptor**, upon request, during inspection and investigation by a **bylaw enforcement officer** or **City** employee under subsection 3.2.1 of this Bylaw.

3.2.4 The **operator** of a **food sector establishment** must keep and maintain on site:

- (a) all **maintenance records**, for a minimum period of two (2) years, of all **grease trap or grease interceptor** inspections and maintenance conducted, recording the date of the inspection, the date of cleaning or maintenance, the type and quantity of material removed from the **grease trap or grease interceptor**, and the disposal location and address,

which must be available, upon request, for inspection and investigation by a **bylaw enforcement officer** or **City** employee under subsection 3.2.1 of this Bylaw.

- 3.2.5 The maximum depth of **fat, oil or grease** which an **operator** of a **food sector establishment** may allow to accumulate in a **grease trap or grease interceptor** prior to servicing must not exceed the lesser of 15.2cm (six inches) or 25% of the wetted height of the **grease trap or grease interceptor**.
- 3.2.6 Each **grease trap or grease interceptor** within a **food sector establishment** must have a visible label that shows its rated flow capacity, or documents from the manufacturer that state its rated flow capacity must be kept at the **food sector establishment**. The documentation must be available for viewing, upon request, by a **bylaw enforcement officer** or **City** employee during an inspection or investigation under section 3.2.1 of this Bylaw.
- 3.2.7 No person shall use enzymes, solvents, hot water, or other agents in order to facilitate the passage of **fat, oil or grease** through a **grease trap or grease interceptor**.
- 3.2.8 Every **food sector establishments** shall implement **best management practices** in its operation to minimize the discharge of **fat, oil or grease** into a **sanitary sewer** system within the **City**.

## **PART FOUR: GENERAL**

### **4.1 Violations and Penalties**

- 4.1.1 (a) A violation of any of the provisions identified in this Bylaw shall result in liability for penalties and late payment amounts established in Schedule A of the *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122*; and
- (b) A violation of any of the provisions identified in this Bylaw shall be subject to the procedures, restrictions, limits, obligations and rights established in the *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122* in accordance with the *Local Government Bylaw Notice Enforcement Act, SBC 2003, c. 60*.

- 4.1.2 Every person who contravenes any provision of this Bylaw is considered to have committed an offence against this Bylaw and is liable on summary conviction, to a fine of no less than One Thousand Dollars (\$1,000) and not more than Fifty Thousand Dollars (\$50,000), and each day that such violation is caused, or allowed to continue, constitutes a separate offence.

4.2 In this Bylaw, unless the context requires otherwise:

<b>BEST MANAGEMENT PRACTICES</b>	means schedules of activities, prohibitions of practices, maintenance procedures and other management practices to prevent or reduce the discharge of <b>fat, oil or grease</b> into a <b>sanitary sewer</b> or <b>drainage system</b> , as outlined in Schedule C attached to and forming part of this Bylaw.
<b>BUILDING</b>	means a structure or portion of a structure, including foundations and supporting structures for equipment or machinery or both, which is used or intended to be used for supporting or sheltering a use, occupancy, persons, animals, or property.
<b>BYLAW ENFORCEMENT OFFICER</b>	means an employee of the <b>City</b> , appointed to or holding the job position or title of bylaw enforcement officer or licence inspector, or acting in another capacity, on behalf of the <b>City</b> for the purpose of the enforcement of one or more of the <b>City</b> bylaws.
<b>CITY</b>	means the City of Richmond.
<b>COUNCIL</b>	means the current Council of the <b>City</b> .
<b>DRAINAGE SYSTEM</b>	means all storm sewer works and appurtenances owned, controlled, maintained and operated by the <b>City</b> , including storm sewers, storm service connections, ditches, channels, detention facilities, pumping stations and outfalls laid within any highway, <b>City</b> right-of-way or easement or <b>City</b> -owned property.
<b>DWELLING UNIT</b>	means a room or suite of two or more rooms designed for or occupied by one family only as a single housekeeping unit providing cooking, sanitary and sleeping facilities.
<b>FAT, OIL OR GREASE</b>	means any solvent or extractable material of animal, vegetable or mineral origin, including but not limited to hydrocarbons, esters, fats, oils, waxes and high molecular weight carboxylic acids.

<b>FOOD SECTOR ESTABLISHMENT</b>	means: <ul style="list-style-type: none"> <li>(a) a business establishment or institutional facility where food is prepared or made ready for eating or packaged and shipped to any establishment described in (b) or (c) below;</li> <li>(b) a retail establishment or institutional facility where food is prepared and made ready for retail sale or sold to the public and includes grocery stores, fresh produce stores, bakeries, butcher shops and similar establishments; and</li> <li>(c) a business or institutional eating or drinking establishment or facility where food is prepared or made ready for eating and is sold or served to the public or to persons employed at, served by or attending the establishment, whether or not consumed on the premises, and includes restaurants, delicatessens, fast-food outlets, cafeterias, hospitals, pubs, bars, lounges, or other similar establishments</li> </ul>
<b>GENERAL MANAGER OF ENGINEERING &amp; PUBLIC WORKS</b>	means the person appointed to the position of General Manager of Engineering & Public Works, and includes a person designated as an alternate.
<b>GREASE TRAP OR GREASE INTERCEPTOR</b>	means a device designed and installed to separate and retain <b>fat, oil or grease</b> from wastewater, while permitting wastewater to discharge into a <b>sanitary sewer or drainage system</b> .
<b>GROUNDWATER</b>	means water found beneath the surface of the ground.
<b>INSPECTION CHAMBER</b>	means a covered chamber which provides an access point for making connections or performing maintenance on the underground <b>sanitary sewer</b> system or related service lines.
<b>MAINTENANCE RECORDS</b>	means the written documentation of the complete removal of all contents, including <b>fat, oil or grease</b> , floating materials, wastewater, and bottom sludge and solids, from a <b>grease trap or grease interceptor</b> .
<b>MANHOLE</b>	means a covered chamber which provides an access point for making connections or performing

maintenance on the underground **sanitary sewer** system or related service mainlines.

**METERED PROPERTY**

means a property which is equipped with a water meter which measures the quantity of water delivered to such property.

**MULTIPLE-FAMILY DWELLING**

means a detached, multi-floor **building** containing three or more residential **dwelling units**.

**ONE-FAMILY DWELLING**

means a detached **building** used exclusively for residential purposes, containing one **dwelling unit** only.

**OPERATOR**

means a proprietor, lessee, manager, employee, or other person who carries on the operations of a facility or business on behalf of the owner of the business and includes any person managing or supervising such facility or business.

**PROPERTY OWNER**

means the registered owner of a parcel of land in the **City**.

**SANITARY SEWER**

means a pipe or conduit for conveying **sewage**.

**SEWAGE**

means human excretion, water-carried wastes from drinking, culinary purposes, ablutions, laundering, food processing or ice producing activities, or other water-carried wastes discharged into the **sanitary sewer** system.

**TWO-FAMILY DWELLING**

means a detached **building** used exclusively for residential purposes containing two **dwelling units** only, which **building** is not readily convertible into additional **dwelling units** and the plans for which have been filed with the Building Inspector showing all areas of the **building** finished, and the design of the **building** showing each **dwelling unit** consisting of:

- (a) one storey only, not set upon another storey or upon a basement; or
- (b) two storeys only, the upper storey not containing a kitchen; not set upon another storey or upon a basement; or

- (c) a split level arrangement of two storeys only, the upper storey not containing a kitchen; not set upon another storey or upon a basement.

**PART FIVE: SEVERABILITY AND CITATION**

- 5.1 If any part, section, sub-section, clause, or sub-clause of this Bylaw is, for any reason, held to be invalid by the decision of a Court of competent jurisdiction, such decision does not affect the validity of the remaining portions of this Bylaw.
- 5.2 This Bylaw is cited as “Sanitary Sewer Bylaw No. 10427”, and is effective January 1<sup>st</sup>, 2023.

FIRST READING

NOV 14 2022

SECOND READING

NOV 14 2022

THIRD READING

NOV 14 2022

ADOPTED

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

\_\_\_\_\_  
MAYOR

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

**SCHEDULE A to BYLAW NO. 10427****SANITARY SEWER CONNECTION CHARGES****1. DEMOLITION CHARGES**

- |   |               |
|---|---------------|
| a) Cap and abandon existing service   | \$ 1,300 each |
| b) Adjustment to top elevation of <b>inspection chamber</b> or <b>manhole</b> | \$ 1,300 each |
| c) Repair of <b>inspection chamber</b>  | \$ 1,300 each |

**2. INSPECTION CHAMBERS**

- |   |               |
|---|---------------|
| a) Supply and installation of <b>inspection chamber</b> | \$ 3,300 each |
| b) Adjust existing <b>inspection chamber</b>            | \$ 1,000 each |

**3. CONNECTION TO MAIN**

- |   |               |
|---|---------------|
| a) Connection to sewer main up to 1.5 metres deep | \$ 4,000 each |
| b) Connection to sewer main over 1.5 metres deep  | By Estimate   |

**4. SERVICE PIPE**

- |   |                 |
|---|-----------------|
| a) Supply and install 100 to 150 mm dia lateral pipe, up to 1.5 m in depth                      | \$500 per metre |
| b) Supply and install 200 mm dia lateral pipe, up to 1.5 metres in depth                        | \$600 per metre |
| c) Supply and install lateral pipes greater than 200mm dia or greater than 1.5 metres in depth. | By Estimate     |

**5. MANHOLES**

- |  |               |
|--|---------------|
| a) Supply and install 1050 mm dia manhole, up to 1.5 metres in depth | \$ 8,000 each |
| b) Supply and install 1200 mm dia manhole, up to 1.5 metres in depth | \$ 8,700 each |
| c) Supply and install 1500 mm dia manhole, up to 1.5 metres in depth | \$ 9,400 each |
| d) Supply and install 1800 mm dia manhole, up to 1.5 metres in depth | \$10,000 each |
| e) Supply and install <b>manholes</b> over 1800 mm dia               | By Estimate   |
| f) Supply and install <b>manholes</b> over 1.5 metres deep           | By Estimate   |

**SCHEDULE B to BYLAW NO. 10427**

**SANITARY SEWER USER FEES**

**1. FLAT RATES FOR NON-METERED PROPERTIES**

	<b>Annual User Fee</b>
(a) Residential Dwellings (per dwelling unit)	
(i) <b>One-Family Dwelling</b> or <b>Two-Family Dwelling</b>	\$711.02
(ii) Townhouses	\$650.56
(iii) Apartments	\$541.82
(b) Public School (per classroom)	\$488.94
(c) Shops and Offices (per unit)	\$578.98

**2. RATES FOR METERED PROPERTIES**

**User Rate**

Calculated as rate per cubic metre (m<sup>3</sup>) of water delivered to the property: \$ 1.7342

**3. MINIMUM USER FEE FOR COMMERCIAL, INDUSTRIAL, INSTITUTIONAL, AND AGRICULTURAL**

Minimum charge in any quarter of a year: \$ 86.00

**4. CONSTRUCTION PERIOD USER FEE (per dwelling unit per month)**

Month (2023)	One-Family Dwellings & Each Unit in a Two- Family Dwelling (fee per dwelling unit)	Start Bill Year	Multi-Family Dwelling Less than 4 Storeys (fee per dwelling unit)	Start Bill Year	Multi-Family Dwelling 4 Storeys or More (fee per dwelling unit)	Start Bill Year
January	\$634	2024	\$580	2024	\$1,001	2025
February	\$581	2024	\$1,153	2025	\$960	2025
March	\$528	2024	\$1,105	2025	\$920	2025
April	\$475	2024	\$1,056	2025	\$880	2025
May	\$423	2024	\$1,008	2025	\$840	2025
June	\$370	2024	\$960	2025	\$799	2025
July	\$317	2024	\$911	2025	\$759	2025
August	\$943	2025	\$863	2025	\$1,273	2026
September	\$890	2025	\$815	2025	\$1,233	2026
October	\$838	2025	\$766	2025	\$1,193	2026
November	\$785	2025	\$718	2025	\$1,153	2026
December	\$732	2025	\$670	2025	\$1,112	2026

**SCHEDULE C to Bylaw No. 10427****BEST MANAGEMENT PRACTICES  
FATS, OILS AND GREASE (FOG) CONTROL AT FOOD SECTOR ESTABLISHMENTS**

All **food sector establishments** should implement the provisions of the following **best management practices**:

1) **Installation of Drain Screens**

Drain screens shall be installed on all drainage pipes in food preparation and kitchen areas.

2) **Collection of Waste Cooking Oil**

All **food sector establishment** employees must properly dispose of cooking oil and recycle FOG.

3) **Disposal of Food Waste**

All food waste shall be disposed of directly into the trash or garbage, and not in sinks or toilets.

4) **Food Sector Establishment Employee training**

Persons responsible for operating a **food sector establishment** must ensure that all employees are trained within 180 days of the effective start date of the establishment, and twice each calendar year thereafter, on the following:

- i. How to “dry wipe” pots, pans, dishware and work areas before washing to remove grease.
- ii. How to properly dispose of food waste and solids prior to disposal in trash bins or containers to prevent leaking and odours.
- iii. How to properly dispose of grease or oils from cooking equipment into a grease receptacle such as a barrel or drum without spilling.
- iv. How to properly use a sink strainer, and remove solids from the sink strainer.



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**Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122,  
Amendment Bylaw No. 10431**

The Council of the City of Richmond enacts as follows:

1. The **Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122**, as amended, is further amended by:

a. deleting Section 1.1 and replacing it with the following:

“1.1 This bylaw applies only to those contraventions included in the following bylaws as enacted by the City of Richmond:

Animal Control Regulation Bylaw No. 7932, as amended;  
Business Licence Bylaw No. 7360, as amended;  
Business Regulation Bylaw No. 7538, as amended;  
Commercial Vehicle Licencing Bylaw No. 4716, as amended;  
Demolition Waste and Recyclable Materials Bylaw No. 9516;  
Dog Licencing Bylaw No. 7138, as amended;  
Donation Bin Regulation Bylaw No. 9502;  
Election and Political Signs Bylaw No. 8713;  
Fire Protection and Life Safety Bylaw No. 8306, as amended;  
Flood Protection Bylaw No. 10426;  
Newspaper Distribution Regulation Bylaw No. 7954;  
Noise Regulation Bylaw No. 8856, as amended;  
Parking (Off-Street) Regulation Bylaw No. 7403, as amended;  
Public Parks and School Grounds Regulation Bylaw No. 8771, as amended;  
Richmond Zoning Bylaw No. 8500, as amended;  
Sanitary Sewer Bylaw No. 10427;  
Sign Regulation Bylaw No. 9700;  
Soil Deposit and Removal Bylaw No. 10200, as amended

Traffic Bylaw No. 5870, as amended;  
 Unsightly Premises Regulation Bylaw No. 7162, as amended;  
 Vehicle For Hire Regulation Bylaw No. 6900, as amended;  
 Water Use Restriction Bylaw no. 7784, as amended;  
 Watercourse Protection and Crossing Bylaw No. 8441;”.

- b. deleting “Schedule – Drainage, Dyke, and Sanitary Sewer System Bylaw No. 7551” from Schedule A to Bylaw No. 8122 ; and
- c. adding Schedule A attached to and forming part of this Bylaw as new “Schedule – Flood Protection Bylaw No. 10426” and new “Schedule – Sanitary Sewer Bylaw No. 10427”.

2. This bylaw is cited as “Notice of Bylaw Violation Bylaw 8122, Amendment Bylaw No. 10431”, and is effective January 1, 2023.

FIRST READING

NOV 14 2022

SECOND READING

NOV 14 2022

THIRD READING

NOV 14 2022

ADOPTED

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

\_\_\_\_\_  
 MAYOR

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

<b>Schedule – Flood Protection Bylaw No. 10426</b> Designated Bylaw Contraventions and Corresponding Penalties							
A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Amount	A8 Compliance Agreement Discount
<b>Flood Protection Bylaw No. 10426</b>	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
	Prohibited discharge into drainage system						
	First Offence	3.1	No	\$ 100.00	\$ 75.00	\$ 125.00	n/a
	Second Offence	3.1	No	\$ 250.00	\$ 225.00	\$ 275.00	n/a
	Third and Subsequent Offences	3.1	No	\$ 475.00	\$ 450.00	\$ 500.00	n/a

<b>Schedule –Sanitary Sewer Bylaw No. 10427</b> Designated Bylaw Contraventions and Corresponding Penalties							
A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Amount	A8 Compliance Agreement Discount
Sanitary Sewer Bylaw No. 10427	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
	Prohibited discharge into sanitary sewer						
	First Offence	3.1	No	\$ 100.00	\$ 75.00	\$ 125.00	n/a
	Second Offence	3.1	No	\$ 250.00	\$ 200.00	\$ 275.00	n/a
	Third and Subsequent Offences	3.1	No	\$ 475.00	\$ 450.00	\$ 500.00	n/a
	Failure to permit access by authorized Officer to food sector establishment	3.2.1	No	\$ 200.00	\$ 150.00	\$ 225.00	n/a
	Failure to maintain and repair all grease traps or grease interceptors	3.2.2	No	\$ 300.00	\$ 250.00	\$ 325.00	n/a
	Failure to have person who can provide access to grease trap or grease interceptor	3.2.3	No	\$ 300.00	\$ 250.00	\$ 325.00	n/a
	Failure to maintain or produce maintenance records	3.2.4	No	\$ 300.00	\$ 250.00	\$ 325.00	n/a
	Failure to limit maximum depth of fats,	3.2.5	No	\$ 300.00	\$ 250.00	\$ 325.00	n/a

oils or grease in trap or interceptor								
Failure to display or provide documentation on flow rate of grease trap or grease interceptor	3.2.6	No	\$ 200.00	\$ 150.00	\$ 225.00	n/a		
Use of prohibited enzymes, solvents, hot water or agents in grease trap or grease interceptor	3.2.7	No	\$ 300.00	\$ 250.00	\$ 325.00	n/a		
Failure to implement best management practices	3.2.8	No	\$ 200.00	\$ 150.00	\$ 225.00	n/a		



**Development Permit Panel  
Wednesday, November 16, 2022**

Time: 3:30 p.m.

Place: Remote (Zoom) Meeting

Present: Milton Chan, Director, Engineering, Acting Chair  
Peter Russell, Director, Sustainability and District Energy  
Jason Kita, Director, Intergovernmental Relations and Corporate and Strategic Planning

The meeting was called to order at 3:30 p.m.

**MINUTES**

It was moved and seconded

*That the minutes of the meeting of the Development Permit Panel held on October 20, 2022, be adopted.*

**CARRIED**

**1. DEVELOPMENT VARIANCE PERMIT 22-015216**  
(REDMS No. 6961743)

APPLICANT: Randhill Construction Ltd.

PROPERTY LOCATION: 11251 Clipper Court

INTENT OF PERMIT:

Vary the provisions of Richmond Zoning Bylaw 8500 to reduce the minimum required rear yard setback under the “Single Detached (RS1/B)” zone for a portion of the first storey from 6.79 m (22.3 ft.) to 5.95 m (19.5 ft.) and the second story from 8.5 m (27.9 ft.) to 5.27 m (17.3 ft.) to permit the retention of an existing addition at 11251 Clipper Court.

## Development Permit Panel

### Wednesday, November 16, 2022

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#### Applicant's Comments

Randy Montroy, Randhill Construction Ltd., with the aid of a visual presentation (attached to and forming part of these minutes as Schedule 1), provided background information on the subject development variance permit application, highlighting the following:

- the owner purchased the property in 2016 for their family including children and aging parents;
  - at the time of purchase, the owner was not aware that there was an unpermitted addition on the ground floor on the west and north sides of the home (including a games room, den and sunroom) as the real estate agent provided a document indicating that there were no alterations made to the house without the required permits;
- a contractor was hired by the homeowner in 2019 to repair the roof leak above the unpermitted addition and subsequent to the repair, a second storey deck was installed above the roof that was fixed;
- no application for Building Permit was made for the work done by the contractor at the time of construction; however, there was an intention to do so at a later time as the contractor was anticipating more work to be done on the house;
- prior to the application for a Building Permit, a complaint was received by the City and an inspection was conducted by City staff which determined that certain previous and new additions required Building Permits and it was found that they encroached into the required ground floor and second storey rear setbacks;
- City staff advised that the owner would need to obtain a Development Variance Permit to comply with the City's zoning bylaw in order to obtain the required Building Permits;
- the applicant is therefore requesting for a rear setback variance for a portion of the first and second storeys in order to retain the unpermitted structure on the ground floor and the second storey deck which they deem important to the family, particularly for aging in place purposes;
- the owner's immediate neighbours provided letters of support for the retention of the unpermitted structures; and
- the existing first storey structure and second storey deck are screened from adjacent neighbours and the City of Richmond/Trail area by existing tall trees in the rear yard.

**Development Permit Panel**  
**Wednesday, November 16, 2022**

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**Staff Comments**

Wayne Craig, Director, Development, noted that (i) should the subject Development Variance Permit application be endorsed by the Panel and approved by Council, it would facilitate the issuance of the required building permits to legitimize the existing unpermitted additions, (ii) the required Building Permit applications are currently under review by the City, (iii) the requested rear setback variance will not impact on-site vegetation, and (iv) the owner's efforts to reach out to their neighbours to obtain their support for the subject development variance permit application are appreciated.

**Panel Discussion**

In reply to queries from the Panel, the applicant noted that (i) the deck on the second floor is fully screened from adjacent properties by existing trees in the rear yard except in winter, and (ii) the applicant was not aware that there were encroachments to the rear yard setback as a result of the unpermitted additions.

**Correspondence**

None.

**Gallery Comments**

None.

**Panel Discussion**

The Chair advised that for future constructions, the applicant needs to check with the City to ensure compliance with the City's requirements.

**Panel Decision**

It was moved and seconded

*That a Development Variance Permit be issued which would vary the provisions of Richmond Zoning Bylaw 8500 to reduce the minimum required rear yard setback under the "Single Detached (RS1/B)" zone for a portion of the first storey from 6.79 m (22.3 ft.) to 5.95 m (19.5 ft.) and the second story from 8.5 m (27.9 ft.) to 5.27 m (17.3 ft.) to permit the retention of an existing addition at 11251 Clipper Court.*

**CARRIED**

**Development Permit Panel**  
**Wednesday, November 16, 2022**

---

**2. New Business**

It was moved and seconded

*That the Development Permit Panel meeting tentatively scheduled on Wednesday, November 30, 2022 be cancelled.*

**CARRIED**

**3. Date of Next Meeting: December 14, 2022**

**ADJOURNMENT**

It was moved and seconded

*That the meeting adjourn (3:47 p.m.).*

**CARRIED**

Certified a true and correct copy of the Minutes of the meeting of the Development Permit Panel of the Council of the City of Richmond held on Wednesday, November 16, 2022.

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Milton Chan  
Acting Chair

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Rustico Agawin  
Committee Clerk

Schedule 1 to the Minutes of the Development Permit Panel meeting held on Wednesday, November 16, 2022.

### DV 2022-015216 – 11251 Clipper Court, Richmond BC











DV 2022-015216 – 11251 Clipper Court, Richmond BC





**To:** Richmond City Council

**Date:** November 14, 2022

**From:** John Irving  
Chair, Development Permit Panel

**File:** DP 18-825006

**Re:** Development Permit Panel Meeting Held October 20, 2022

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**Staff Recommendation**

That the recommendation of the Panel to authorize the approval of changes to the design of the proposed landscaping and to the Environmentally Sensitive Area compensation plan be considered to be in General Compliance with the approved Development Permit (DP 18-825006) for the properties at 2899 and 2888 Jow Street, be endorsed and the Permit so issued.

John Irving,  
Chair, Development Permit Panel  
(604-276-4140)

## Staff Report

### Origin

The Development Permit Panel considered the following item at its meeting held on October 20, 2022.

DP 18-825006 – CHUNGWHA HOTEL GROUP - 2899 and 2888 JOW STREET  
(October 20, 2022)

The Panel considered a Development Permit (DP) application to permit changes to the design of the proposed landscaping and to the Environmentally Sensitive Area compensation plan as part of a General Compliance request to the approved Development Permit (DP 18-825006).

The applicant and architect, Salim Narayanan, of IBI Group, landscape architect, Andrew Danielson, of van der Zalm + Associates and environmental consultant, Jeremy Nilson, Keystone Environmental Ltd. provided a brief visual presentation highlighting that:

- There is an ESA between Hotel 1 Building (2899 Jow Street) and Office 2 Building (9250 Beckwith Road);
- There is a loss of 22 trees associated with the ESA area and corresponding habitat due to water retention in the ESA;
- The water retention in the ESA was due to heavy rains and a waterline break in the area;
- The revised proposal will provide replacement tree planting at a 3:1 ratio;
- The original ESA compensation plan associated with the issued Development Permit DP 18-825006 will be revised to account for the loss of the trees, including measures such as retaining five existing trees that have died as wildlife trees, raising the grades within the ESA to match the grades of the adjacent sites, removing the invasive plants, replanting of 31 new trees in the ESA area and installing shrubs and groundcovers;
- A total of 66 trees are proposed to be planted on-site, with 31 trees to be installed within the ESA and 35 trees will be provided in the landscaped areas outside of the ESA;
- The proposed revised ESA compensation plan would restore the habitat values that were lost as a result of the loss of 22 trees; and
- In addition to the new trees, a portion of the trees previously approved to be planted on the site outside of the ESA will be upsized to provide additional landscape and habitat value.

Staff noted that (i) a five-year monitoring period is required for the ESA replacement planting, and (ii) an additional cash security will be secured to ensure the installation, retention and survival of planting.

In reply to queries from the Panel, the applicant noted that (i) excessive water caused the trees in the ESA to decline despite the measures taken to prevent the loss of 22 trees within the ESA, including installing drainage and pumping out the water that had accumulated around the trees, (ii) compared to the original ESA compensation plan associated with the issued Development Permit 18-825006, the proposed revised ESA compensation and restoration plan would provide an equal habitat value, (iii) the grade of the affected site within the ESA will be raised to match

the grades of adjacent sites to prevent the retention of water within the ESA, (iv) the proposed plantings will include those suitable for use by local native pollinators as habitat and (v) on-site areas outside of the proposed landscaped areas are not suitable locations for additional plantings due to the project's parking and underground utility requirements.

In reply to a query from the Panel, Staff confirmed that in addition to the required five-year monitoring plan for the replacement plantings and related works associated with the ESA compensation plan, the project arborist is required to be on-site during the construction period for any works in or around the tree protection zones including the installation of irrigation systems.

The Panel recommends the Permit be issued.

# One to Ten Minutes to Connect

2022 Inventory of Outreach Services in Richmond BC



# 2022 Inventory of Outreach Services in Richmond, BC

September 2022

## **Main Authors:**

Karen Giesbrecht, RD, MA  
Jonathan Bird, MA, MA  
Saana Walker, MA, ThM

This project was led by Union Gospel Mission, with a goal of assessing the current state of outreach services, gaps, and potential actions in Richmond, BC.

Thank-you to these individuals and organizations for their input, commitment, and guidance: City of Richmond, Church on Five, Dena Kae Beno, Deirdre Whalen, the Food Aid Delivery Coalition, Gilmore Park United Church, Hugh Freiburg, Kehila Society of Richmond, St Alban's Anglican Church, St Joseph the Worker Catholic Parish, Turning Point, Union Gospel Mission, and Urban Bounty.



For clarification or suggestions about this work, please contact [churchrelations@ugm.ca](mailto:churchrelations@ugm.ca).

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**Updated:** September 28, 2022

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## Introduction

This report is an inventory of the outreach services that faith communities and other organizations are providing to support people who are homeless or otherwise vulnerable in Richmond, British Columbia within the traditional homelands of the šx<sup>w</sup>məθk<sup>w</sup>əy'əmaʔt̚ təməx<sup>w</sup> (Musqueam), S'ólh Téméxw (Stó:lō), Kwantlen, Stz'uminus, and sc'əwaθenaʔt̚ təməx<sup>w</sup> (Tsawwassen) Peoples. We offer it with gratitude and humility as we continue to learn about this region's rich, yet too often inequitable history and current situation.

Included is a summary of key informant interviews with staff and volunteers from faith, civic, and community organizations that provide outreach services to vulnerable individuals. This report is not an exhaustive list of outreach services in Richmond, but instead aims to capture the overall availability of - and need for - further supports.

This report highlights strengths, key stakeholders, and gaps in service; and then charts ways to build on the good work being done. Recommendations are made with a particular focus on the assets that the faith community provides in Richmond.

The term *outreach* can mean different things depending on the needs of individuals requiring support *and* the capacity of those providing support. Following is a brief background of outreach work in Richmond, and then a definition and scope of outreach work. All who do this work agree that trust-building must be the first priority, followed by providing basic provisions, assessment of needs, and initial connections to further services. One interviewee talked about how all of this must be done on *one to ten minutes*, as that is how long he usually has to connect with people each time he goes out.

This report also reflects our commitment to work towards the recommendations made in the 2015 Truth and Reconciliation Commission of Canada as we aim to understand and address the lasting impacts of residential schools and other discriminatory practices. In particular, we are guided by the Call to Action 19, which outlines the need to measure and close gaps in health outcomes between Aboriginal and non-Aboriginal communities.<sup>1</sup>

## Demographics and Context for Richmond Street Outreach

The latest Homeless Count,<sup>1</sup> in March 2020, enumerated 85 people experiencing homelessness in Richmond: 60 sheltered and 25 unsheltered. This was a 21% increase over 2017, tying for second highest increase in the Metro Vancouver region. Even so, these numbers are recognized to be an undercount because, as a 24-hour snapshot, the count misses many who are cyclically homeless, couch-surfing, or simply well-hidden.

One interviewee estimated that he currently connects with 70 people living rough. Some of these are chronically unsheltered, but others are from a group of approximately 200 people who shift frequently between sleeping outside and being in a shelter, hospital, police custody, or a recovery program. By some estimates, there are about 200 people in Richmond who live out of their vehicles (another interviewee estimates one third of Richmond's unhoused

<sup>1</sup> [https://www.richmond.ca/\\_shared/assets/2020homelesscount65072.pdf](https://www.richmond.ca/_shared/assets/2020homelesscount65072.pdf)

residents are living in vehicles), and 1000 more are housed but at imminent risk of losing everything.

Formal outreach services of one kind or another to unhoused residents of Richmond have been going on since at least the early 2000s. In 2010, the City of Richmond created the position of Affordable Housing Coordinator, whose role in part was to build the community's capacity for effective programming and collaborative strategy for actively engaging vulnerable residents - bringing together individuals who had a heart for this work and helping to heal relationships between local non-profits and government agencies.

At this time, the weekly meals and EWR (Extreme Weather Response) shelter at St Alban's Anglican Church, along with the Salvation Army men's shelter, were the major points of connection with people experiencing homelessness. St Alban's built on this foundation by creating in 2012 a dedicated drop-in centre on their second floor, hiring an outreach worker, and installing in 2014 a laundry and a wheelchair-accessible shower. The City was instrumental in facilitating these projects by attracting support from the local MLA, utilizing the City's connections with vendors to cheaply outfit and install the laundry/shower, and by advocating for a BC Gaming grant to underwrite operations. St Alban's also became the host site when the annual Homeless Connect events began, in themselves key expressions both of street outreach and interagency cooperation.

The City also convened a Homeless Outreach Working Group, consisting of interested individuals, St Alban's Drop-In, Turning Point Recovery Society, the RCMP Mental Health liaison, and a liaison from the Ministry of Social and Family Development. These last two went out together each week to do well-being checks at encampments. They, together with the rest of the working group, maintained a shared binder of needs presenting in these encounters and a map of encampment sites, which invariably came down to housing. The ongoing data collection informed the City's advocacy with Vancouver Coastal Health, leading to the creation of an Assertive Care Team, and demonstrated to politicians and City senior management that Richmond had a homelessness problem.

As the Working Group's activity progressed to include, among other things, the annual Homeless Connect events as well as year-round assemblage and distribution of hygiene kits, the City hired a part-time contractor to assist with clerical and logistical support. The working group became the current Richmond Community Homeless Table. However, multiple people contacted for this report repeated input given in 2019 for the municipal Homelessness Strategy: service providers are working largely in isolation, leading to serious gaps in demographic data, case management, strategy, and outreach levels.

The St Alban's Drop-in had to close in 2017, but several faith communities formed the Richmond Food Aid Delivery Coalition to enable the St Alban's outreach worker to carry hot meals to folks on the street and in encampments. Funding sources and contractual oversight for the Food Aid Delivery program have varied over the years; currently it sits under the Salvation Army with municipal and federal (COVID-related) funding, and meals supplied by faith communities. This is currently the only after-hours outreach in Richmond.

The informal collaboration between the RCMP Mental Health liaison and the Ministry of Social Development and Poverty Reduction (MSDPR) social worker has grown into a true partnership.

The RCMP Vulnerable Persons Unit now includes an integration specialist from the MSDPR, and since the latest provincial budget increased funding for such initiatives, there may be more hours allocated the team's work in Richmond.

A grant from the Union of BC Municipalities allowed the City in the fall of 2021 to partner with Vancouver Coastal Health to create a multidisciplinary team for VCH clients experiencing homelessness that offers occupational therapy along with help to navigate resources for housing and related supports. Although the UBCM funding ends soon, the program will continue with health funding.

Also in 2021, with a different UBCM grant, the City funded Turning Point Recovery Society to launch the Richmond Drop-in Centre and Shower Program in the Brighthouse Park Pavilion. In 2022 Turning Point also received funding from the Service Canada Reaching Home strategy, which strongly emphasizes street outreach with a housing focus. Consequently, their Outreach and Resource Support (OARS) workers have begun to go outside into the community on weekdays for 90 minutes after their drop-in hours and appointments have ended.<sup>2</sup>

The Reaching Home strategy is administered through local/regional "community entities" who are required to implement a centralized Homeless Individuals and Families Information System (HIFIS) that all federally funded programs will have to use. Unique identifiers are attached to each client, and although privacy laws will not allow individuals' information to be shared between agencies, aggregated subregional data can be tracked in real time by the community entities to policy and funding recommendation as well as community collaboration. BC Housing negotiated the only provincial HIFIS contract with Service Canada; however, that software has been delayed and will not interface with the existing emergency shelter HIFIS system. Lu'ma Native Housing has been awarded the Reaching Home contract for an Indigenous HIFIS system across 22 municipalities. They are trying to create a bridging system to connect it with other data sets, and they will let local agencies (not just the community entity) tap into the information.

## **Defining Outreach**

The term *outreach* is typically used in two ways. The first type of outreach - sometimes called "inreach" or resource navigation - happens when organizations offer support services at their venues, sometimes by appointment, other times as a drop-in service, typically helping clients access resources offered elsewhere. These services can be effective for people experiencing homelessness, especially when offered at sites that they visit routinely, such as shelters, drop-in centers, and food programs. But there are barriers to accessing such supports, as outlined later in this report.

The second type of outreach - sometimes called "street outreach" - happens when staff or volunteers circulate outdoors, searching for people to help. Outreach workers engage with people who need immediate practical or personal support. The individuals they reach out to might be unaware that help exists or may be avoiding contact with services, and thus must be

<sup>2</sup> Chimo Community Services also provides homelessness-related inreach services, as does Connections Community Services to Indigenous youth and families and to seniors.

met where they are physically, and where their trust level is. **This inventory explores the scope of and need for this type of outreach in Richmond.**

The staff and volunteers interviewed for this inventory were asked how they define outreach, which included:

**Basic Needs and Hygiene** Outreach includes meeting immediate needs like free meals, clothes, first aid and other seasonally appropriate basic items (i.e., sunscreen in hotter months, or warmer clothes and rain gear in colder months) for people who cannot afford to pay even a nominal fee. Many of these people would not eat without the daily meal deliveries they receive. As one outreach provider put it, "I'm a social worker, caseworker, and pizza delivery guy."

Many people living rough need support with hygiene, including washing hands before meals, washing laundry, cleaning wounds, and drying sleeping bags. The COVID-19 pandemic raised awareness of the importance of hygiene and increased all of our commitment to taking care of our health.

**Information and Connection** Along with practical support, outreach also provides information and a connection to these different services, including cooling centers, libraries, and legal or immigration support. Also, often the outreach workers accompany the client and help them to engage with service providers. For example, clients may need help in remembering and getting to the location of their appointment.

**Personalised** Outreach should be tailored to each individual's circumstances. Much of outreach is relationship building and getting to know personal needs.

**Short Term to Long Term** Outreach workers help vulnerable individuals focus on longer-term needs and potential, which is difficult to see when life is acutely and persistently chaotic.

**Timing** Ideally, outreach should be offered 24-7, or at least on evenings and weekends, when most other services are not open.

**Wholistic Care** Outreach work also includes tending to spiritual, social, and emotional needs.

While the terms are often used interchangeably, it may be helpful to think of outreach as being different from:

**Case Management** Helping to establish tangible goals with an individual, and then work step-by-step with them to achieve those goals.

**Advocacy** Addressing barriers and unjust policies and practices, raising awareness about income assistance rates, unfair by-laws, and how unfairly the media portrays marginalized people.

## **Characteristics of an Outreach Worker**

Outreach is not easy work. There are some physical demands - one must be able to load supplies, operate a large vehicle, and be out in all kinds of weather. More significantly, there are emotional and mental demands to this work. While there is no ideal age, gender, or ethnic background one must have enough life-experience to relate to individuals in challenging circumstances, yet be young enough to meet the demands of the work.

Outreach work is more often done by men, but both male and female presence is valuable. One interviewee wondered if some of the requests for help she received were only brought to her because she was a trusted female. Some individuals would not approach a male worker, even if he was familiar to them.

Many, but not all homeless individuals, struggle with substance abuse. Outreach workers need to understand the addictions and recovery journey. While not required, a recovery background can be an asset.

One must expect to interact with individuals who may be upset, abusive, aggressive, traumatized, and/or in pain. One will hear information that is troubling, which could lead to compassion fatigue or vicarious trauma. One must also be prepared to be exposed to communicable diseases, bodily fluids, lice, bedbugs, or other challenges. Outreach workers are usually not medical professionals, but they often need the ability to respond to acute psychotic episodes, substance use disorder, sexually transmitted diseases (STD's), and/or other confounding physical and mental health challenges. They must also know when to honour confidentiality, and when to share personal information, report crimes, or take steps to prevent an individual from harming themselves or others, as per the legal obligation known as the *Duty of Care*. When confidentiality must be breached, it should be done with the individual's best interests in mind.

And amidst these pressing needs, outreach workers must be willing to prioritize relationship building, and approach their work with love, not an agenda. One interviewee summarized the necessary characteristics of outreach workers as needing "empathy and a thick skin."

## **Findings**

With this review, we did not quantify the hours, cost, or dollar value of the outreach work currently done in Richmond. Instead, we focused on the experience and insights of those who are currently doing the work. Following is a summary of the changes and challenges highlighted by outreach workers, a list of those who are currently underserved, and a brief analysis of the partnerships that make this work possible.

# Changes and Challenges

Interviewees were asked about challenges they face and referrals that they often struggle to make. Some of these challenges overlap between outreach work and case management as defined above, but without enough case managers, these immediate challenges must be responded to. Responses include:

**Addictions Care** There is currently no detox facility in Richmond, so individuals ready to address serious addictions must go to the hospital or another city.

**Communication** Outreach workers often struggle to connect with individuals, as many do not have phones, and thus there is no way to follow up or schedule appointments or find someone if they have moved locations.

Outreach workers must also maintain a network of connections to service providers and know whom to call for immediate support. When they can have “back-door” access to programs, they can facilitate individuals connecting into programs when they are ready. These connections need to keep being rebuilt as staff turnover and services change.

There are also language and cross-cultural challenges, as Richmond is linguistically diverse. COVID and inflation have increased the number of people who are accessing free food programs and clearly present other needs but speak no English. Sometimes there are no agencies in Richmond who speak their language (for example the influx of Ukrainian refugees after Russia invaded Ukraine in the Winter of 2022). More often, there is social friction and misunderstanding due to differing social practices or expectations, between clients or between service providers and clients, and language barriers increase the tension.

**Connections** Outreach workers must have the time and ability to connect individuals to other services when appropriate and when they are ready, but it is challenging to make an appointment for another day, or reach people to follow up with appointments or schedule changes.

**Coordination** Emergency food supports are not always well tied to Vancouver Coastal Health, Urban Bounty, or other supportive agencies in Richmond. As staff turnover, connections between agencies must be continually fostered.

**Dietary Needs** Outreach workers often bring food to meet acute hunger. They cannot easily attend to individuals with special diets (i.e., allergies, celiac, poor teeth), although the food providers do make effort to do what they can when they know of a need. Interviewees talked about how they try to offer food appropriate for the season (i.e., more melon in summer, hot foods in winter), and food for special occasions, such as traditional holiday meals.

Richmond has a number of free food programs on weekdays, but a shortage on weekends, making the food outreach workers can provide all the more valuable.

**Finding People** Richmond's sprawling rural and suburban character makes it difficult to keep track of where unsheltered people are staying - "nests" and camps are well hidden in the bush, sometimes far from built-up areas. Because Richmond has comparatively few street-oriented services, homeless folk who remain here tend to be consciously avoiding the option to go where such services are more readily available - and quite possibly avoiding human contact in general to what extent they can.

**Housing** Some people struggle to sustain their suite in modular housing, assisted living, or other transitional housing. They need further support to settle in and maintain their home, or else they may end up back on the street. Some vulnerable individuals rent suites, but what is affordable to them may be inappropriate. Property owners need to be held accountable to ensure the spaces they are responsible for meet building code and are safe. Some interviewees shared stories from clients of mold or leaks that made their last home uninhabitable.

Interviewees also talked about the need for twice as many accessible housing units for all vulnerable cohorts - seniors, recovery beds, women's facilities, and family-friendly spaces. Individuals also need assistance in accessing these, such as a dedicated housing support worker who regularly accompanies outreach workers. BC Housing uses the Vulnerability Assessment Tool<sup>3</sup> to determine housing support needed for individuals, which outreach workers are learning to use.

**Medical Care** Outreach workers respond to medical challenges. This includes first aid training and a budget for supplies (i.e., bandages, salve, peri-care, foot-care). Nursing care would also be an invaluable support to outreach workers, especially when individuals need wound care or medication support. There is also more need for monitoring and responding to challenges with vision, hearing, dental care, skin conditions, and communicable diseases.

<sup>3</sup> <https://www.homelesshub.ca/resource/vulnerability-assessment-tool-determining-eligibility-and-allocating-services-and-housing>

**Mental Health** Outreach workers talked about frequent acute and chronic mental health challenges. They need training to know how to respond. They need support when situations escalate, preferably without police intervention, as they are not always equipped to respond to mental health challenges. Ideally, we would help individuals connect to counseling and mental health services before needs escalate, but there are often long wait lists for these services.

Outreach workers also need to prioritize when there are concurrent challenges, including physical, mental and/or addictions. If needed, they must usually need to help people sober up first before other challenges can be addressed.

**NIMBY-ism** Interviewees also talked about the challenge of unwelcoming neighbors who communicate a “Not-in-My-Backyard” attitude. Discomfort with people who may be unpredictable is understandable, but it often leads to situations even harder for vulnerable individuals.

**Transportation** Outreach work in a community as spread out as Richmond requires a vehicle to carry supplies and get to where people are. Workers must maintain the inventory on board, manage ongoing costs of fuel, vehicle upkeep, and insurance. Workers must also be able to drive in all weather conditions.

**Work Support** Some individuals who require outreach support are the “working poor,” so need gear such as work boots, lunch kits, and raincoats.

## Barriers

Many good services exist in Richmond, but there are multiple reasons why individuals face challenges in accessing them.

**Ability** People may not be able to read, write or comprehend documents or processes because of neurological divergence, literacy, or language.

**Denial** People may not recognize how dire their situation is and may struggle to accept that they need support.

**Disconnection** Many people do not have someone they can ask to watch their things (and pets if they have them) when they are away.

**Discouragement** Very frequently, people are *too discouraged to try* to connect with the services available.

<b>Fear</b>	<p>People fear leaving their things when they go to community programs. If they do not have a secure place to store items, they could lose their bedding, rain gear, and other supplies, which can be devastating.</p> <p>People also fear the unknown. One interviewee talked about how some individuals seem to prefer to not know about their health status, as they do not know how to deal with a serious diagnosis.</p>
<b>Housing Lack</b>	Health needs may be considered secondary to daily survival.
<b>Knowledge</b>	Many people do not know what benefits are available, where to find them, or the first steps to access the supports.
<b>Mental Health</b>	Anxiety, feeling overwhelmed, trauma triggers, and other mental health challenges can prevent someone from connecting to a needed service. Anxiety is often expressed as anger or aggression. If not deescalated, it can lead to someone being banned from a service or otherwise punished.
<b>Physical Accessibility</b>	Individuals with physical challenges, particularly those who need wheelchairs or walkers, cannot access buildings that have stairs or inaccessible bathrooms.
<b>Policy</b>	Bylaws and processes do not always address the needs of people needing support (i.e., use of parks or other public spaces, panhandling).
<b>Price</b>	Costs are the biggest barrier for access to basic needs. Housing, food, health care, communication tools, and other necessities can all be expensive.
<b>Service Hours</b>	Because unsheltered people, and people struggling with severe addiction and/or mental illness, commonly have great difficulty keeping track of time, support and advocacy services that target them have limited impact if restricted to appointments. Drop-in hours are more helpful, but still require time-management skills. A critical gap is the lack of “after hours” services available in Richmond.
<b>Stigma</b>	Vulnerable individuals may feel embarrassed or unsure if they can access services because of activities that impose legal or moral assumptions. Even having to rely on “the ministry” or government supports is seen as the lowest tier of services by some. Several interviewees talked about how many of their clients fear that service providers will not understand them and their needs.

## **Technology**

Many supports need internet access and a computer to register, fill out forms, receive reminders or updates, pay fees, or receive reimbursements. One interviewee estimated that two-thirds of the people he connects with have a phone, but only one-third can consistently use it (i.e., battery charged, able to pay for use, able to receive voice messages). Mailboxes where one can receive mail are also needed.

## **Transportation**

It can be logistically hard to get to services, especially if they are not near good public transportation routes, or if carrying gear or a pet. Often people looking for a particular service must go to Vancouver, Surrey, New Westminster, or beyond.

## **Partnerships**

Interviewees were asked about new or strengthened partnerships formed in this challenging season. Several commented on how faith communities and non-profit organizations demonstrated a strong ability to collaborate, be flexible, and find funding for essential work during COVID. Many of the community meals and supportive programs continued, despite uncertainties about what we knew to be safe. Faith communities stepped forward to provide relief, volunteers, and additional resources to those who had already been offering food and outreach. The Richmond Food Bank was acknowledged by several as a solid presence, a resource, and a guide through this season.

Food is both an acute need for many on the street, and a connecting tool. Outreach work is often best be done when the worker brings a meal or snack. To provide food, it takes:

1. A **team of people** to put the food together. Church volunteers who are older and want to contribute but cannot do the front-line work provide much of this labour.
2. A **budget** to cover supplies. Typical volunteers do not have the skills or expertise to fund-raise, but are willing to do the work of putting meals together - "the satisfying work."
3. A **food-safe kitchen**, with trained volunteers. There should be at least 1 person each shift with current food safe certification, and ideally more as the food is going to people who are extremely vulnerable.

# Underserved Populations

We asked service providers who they see as the most underserved and struggling populations in Richmond. Several interviewees talked about how we cannot single out any one group - people from all walks of life are struggling. Others identified these sub-populations as having unique needs that they were unable to adequately respond to:

- Couples**      Few shelters can accommodate couples.
  
- Families**      Pregnant women and young parents, especially single mothers, have unique needs not often met in general programs.
  
- LGBT2Q+ Individuals**      Many are not connected to family or other supports.
- Newcomers**      Vulnerable Nigerians, Ukrainians, and Syrians were specifically mentioned, but people have come to Richmond from many places around the world.
  
- Seniors**      This report focuses on people who are homeless, but several interviewees also talked about vulnerable seniors who are housed yet unable to maintain basic activities of daily living, needing help with meals, housework, and personal care. Many of these individuals have no family or supportive friends nearby, especially when not connected to a faith community or other social network. Some struggle when they reach the age where they switch from disability funding to pension, especially if they have not been able to apply for the housing and financial supports available to them.  
  
The Homeless Counts have revealed a consistent trend of increased homelessness among seniors - and indeed interviewees are seeing more seniors living in vehicles; more men in their 80's in shelters; and more single, elderly, Mandarin-speaking women coming for bags of food, bread, and sit-down meals.
  
- Women**      Women often do not feel safe or have their needs met in male dominated spaces. Women are also more vulnerable to male exploitation in exchange for shelter.
  
- Youth**      There is a significant gap in services for at-risk and homeless youth (up to early 20's), who do not have the skills to navigate systems set up for adults. There is no youth shelter in this city, but the Richmond Homelessness Strategy aims to create one.

# Recommendations

## Immediate Needs

Interviewees identified these things as immediate needs for sustained operations:

**Additions** The opioid crisis is still an alarming reality. The BC Coroner’s Illicit Drug Toxicity Report<sup>4</sup> came out in August 2022, in the midst of these interviews. There were 1095 deaths in BC in the first half of 2022 related to overdose. Outreach workers need overdoes prevention supplies, training, and access to paramedics.

There is also need for abstinence-based recovery options, not just harm reduction options. Richmond must currently send their residents who need detox support to another city, perhaps displacing another person who already lives in that city.

**Administrative Support** Front-line outreach workers would benefit from support to ensure financial records and statistics are kept, resources guides are up-to-date, and other organizational tasks are done.

**Case Management** Inter-agency coordination or case management would prevent both duplication of services and others not receiving enough support. For example, most free food programs are at (or over) capacity. A way of verifying need and ensuring equal share (such as the Food Bank’s membership model) would help.

**Dedicated Staff** An outreach worker ideally works full time and has solid funding so they will remain in the position long enough to build trusted relationships with both service providers and individuals requiring support.

Outreach staff should also work different hours throughout the day, as the hours of the shift change the focus of the work. It is often easiest to connect with individuals who have established camps as they are first getting up or settling down at the end of the day. Later mornings to early afternoons are the least productive for some outreach workers, although that is when they are more able connect with other service providers. Evening and night shifts are more filled with responding to crises or building relationships with the “bottlers” or “night dwellers.”

**Funds** Outreach work requires supplies, especially food, fuel, hygiene, Personal Protection Equipment (i.e., gloves, masks), and first aid supplies.

<sup>4</sup> <https://www2.gov.bc.ca/assets/gov/birth-adoption-death-marriage-and-divorce/deaths/coroners-service/statistical/illicit-drug.pdf>

<b>Housing</b>	Across the system there is a lack of focus on getting people housed. Not all frontline workers have that training or mandate to support housing applications.
<b>Networking</b>	To keep up with the needs, there must be ongoing dialogue between front-line workers, church leadership, city staff, RCMP, shelter providers, healthcare providers, and other support services, sharing needs, program status, ideas, best practices, client information (when relevant), and encourage each other in the work.  Several interviewees talked about the value of small group conversations, as frontline workers do not feel like they are heard in larger meetings. And while we have learned much about connecting virtually, in-person connections are irreplaceable to build trust, and it is often the “meeting after the meeting” where decisions are made.
<b>Pets</b>	Several interviewees talked about keeping a stock of pet supplies, as some of the people living outside have pets. Caring for these animals is often a way to connect with the individuals.
<b>Services</b>	Outreach workers need places to refer people to, and ideally, individuals from these services accompanying the outreach workers to make the connections and start the application process, particularly for (1) housing, (2) mental health care, (3) detox and treatment, and (4) seniors care.
<b>Training</b>	Outreach workers need significant area-specific technical knowledge, including how to access and support someone to fill out forms for housing, disability, and senior’s benefits.
<b>Vehicles</b>	One outreach worker estimated that one-third of the homeless individuals in Richmond live in vehicles (and this number is growing). Until these individuals secure permanent housing, they need a safe, quiet place to park their vehicles, access to electricity, hygiene, waste and compost facilities, and support with vehicle insurance, maintenance, and fuel.
<b>Volunteers</b>	Volunteer coordination and training (both initial and ongoing), on topics like First Aid, Mental Health First Aid, Managing Hostile Interactions, and Trauma Informed Care is necessary.

## Longer Term Action

As we look at Richmond's most vulnerable citizens, we do not just want to sustain immediate relief and outreach. We envision a time when there is no one who needs this kind of support. When asked what the single most effective action that the sector could do in the next twelve months to support those who need outreach services, interviewees suggested:

- Environmental Scan** A comprehensive overview or environmental scan of all services, identifying:
- Shared metrics that can be tracked
  - Gaps in services
  - Shared incident reporting
  - Ongoing monitoring and reporting of these stats
- Housing** People need safe, affordable, supportive housing.
- Hub** A hub where people who do not otherwise have access can get a meal, shower, do laundry, vehicle maintenance, and connect to other supports would be valuable. A mobile unit would be the only way to reach some people.
- Prevention** We must increase ways to support people before they end up on the street, such as providing support to people with negotiating with difficult property owners.
- Record Keeping** What gets measured gets done. A shared measurement system would capture the needs in Richmond, create connections between services, and clarify which agency is responsible for which supports.

## Key Lessons

We asked interviewees what they would share with someone starting out in this field. Here are the key lessons related to outreach work that interviewees shared:

- Personal Agency** Our priority must be to build agency in individuals, helping people advocate for themselves, and plan for their life in ways that are meaningful to them.
- Boundaries** Outreach workers must be wise about boundaries and safety to sustain their ability to remain in this work. Ongoing training in conflict resolution and debriefing after hostile interactions is essential.

**Compassion** Approach this work with a posture of curiosity, compassion, and non-judgement. See individuals as our brothers and sisters, no matter what their ethnic background, age, language used, or smell. We cannot assume we know what people want or need.

Several interviewees talked about the emotional toll of living rough - there is grief, loneliness, and it is embarrassing to admit that one is struggling ... plus you have no one to turn to for help. Any inappropriate approach of the outreach worker can further stigmatize individuals or be the needed concern that turns someone's situation for the better. One interviewee referred to being *politely persistent and consistent*.

**Prejudices** Examine any prejudices or preconceived ideas one has about people on the margins. New workers often, and understandably, have some fear that those they are seeking to connect with will yell, be rude, or be aggressive, but many say that they were pleasantly surprised with how appreciative and engaging individuals living rough are. That has certainly been the experience of the authors of this report.

The media has at times made this worse, so we must address how vulnerable people are publicly portrayed.

**Structures & Flexibility** Outreach teams must have good plans and structures in place and be willing to adapt and adjust quickly, as situations change. COVID and recent extreme weather events have taught us this in new ways.

**Trust** We must prioritize relationships and trust building with individuals before we expect them to open up or work with us (i.e., allow us to connect them to other service). This can take months or years. Some interviewees even suggested that individuals should not attempt outreach work unless they can make a long-term commitment to the work.

Also prioritize relationship building with other service providers - when trusted relationships exist, we can quickly find ways to adapt our supports to client needs. Several noted that there is not a territorial feeling in Richmond, and organizations with more food or resources share as able.

## Areas for Further Research

Further exploration should be done in the following areas:

<b>Faith Community Engagement</b>	Many churches and other organizations find themselves responding to people who are homeless, but do not know how to contact the outreach workers. More could be done to ensure service providers, businesses, and churches know when outreach workers are available, what they can do, and how they can be reached. Several outreach workers interviewed said they would have capacity and welcome the invitation to support individuals living on such properties.
<b>Funding</b>	Funding is an ongoing challenge for this kind of work. Support with fundraising, funding applications, and ensuring available grants and donations distributed equally would help the sector overall.
<b>Indigenous Health</b>	We recognize the need to measure and close gaps in health outcomes between Indigenous and non-Indigenous communities, but we did not find specific data on outreach to vulnerable Indigenous individuals in Richmond. Further research should be done, but must be done with cultural sensitivity and guidance from within the Indigenous community.
<b>Media</b>	We must continue to examine how homelessness and marginalization are reported in the media and our community reports and find ways to use more helpful, hopeful, dignified language.
<b>Perspective</b>	This inventory does not include the perspectives of individuals requiring outreach support, so further exploration into individual experiences and needs would be valuable.
<b>Registration</b>	Outreach work is generally open to all, aiming for low barrier support, but as numbers grow, programs can get overwhelmed, and become unable to provide quality supports. Therefore, some form of inter-agency registration, record keeping, and incident reporting can help tailor support for individuals and ensure equitable access.
<b>Storage</b>	There could be value in exploring an ID Bank and storage facility for other valuables for individuals until they have a secure home.
<b>Trauma Informed Care</b>	While we have learned much about what a trauma-informed response is and why it is necessary for vulnerable individuals, we can do more to put these practices in place. This will take a combination of initial and ongoing training, and further exploration into appropriate care.
<b>Underserved Populations</b>	Further exploration into the unique needs and outreach approach for the underserved populations listed above would be valuable, particularly homeless women, children, and seniors.

## Conclusion

Outreach work, like all supportive work, must be done with a client-centered, asset-based focus. Although each interaction may last for only *one to ten minutes*, dedicated staff and volunteers can over time build meaningful, transformative connections.

Through these interviews, we see that community- and faith-based outreach has long been vital in Richmond. People move from being dependent to contributing when they are housed, nourished, able to access needed services, and connected to community. Faith communities are especially adaptable, committed, well-sited, and willing to work well with others. This was evident in how they weathered the uncertainties of COVID. Faith communities and other supportive organizations also provide an unmeasurable and invaluable level of kindness, care, empathy, and practical support.

It is also evident that non-profits and faith communities cannot sustain this work on their own long term. Too much pressure is falling on individuals who have taken on the work as a volunteer or in retirement. There is urgent need for sustainable funding, collaborative strategic planning, coordinated implementation, and trained mental health workers to respond to needs beyond what a volunteer or outreach worker can manage. Furthermore, a significant emphasis should be on street-outreach work, where vulnerable people are currently found. When we support people who are struggling to get back into stable situations, we lessen both human distress and the cost to our healthcare system.