



City Council

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

**Monday, November 9, 2015
7:00 p.m.**

Pg. # ITEM

MINUTES

1. *Motion to adopt the minutes of the Regular Council meeting held on October 26, 2015.* (distributed previously)

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AGENDA ADDITIONS & DELETIONS

PRESENTATION

CNCL-12

Dougal Forteath, Affordable Housing Coordinator and Joyce Rautenberg, Planner 1, to present the **UBCM Community Excellence Award Achievement** for the Kiwanis Towers project.

COMMITTEE OF THE WHOLE

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

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3. Delegations from the floor on Agenda items.

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

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
- Dog Off-Leash Program Update 2015
- Richmond Community Wellness Strategy Impact Report 2010-2015
- 2017 Canada 150th Steveston Ships to Shore Events
- Inter-Municipal Business Licence Bylaws
- Soil Management in the Agricultural Land Reserve
- Odour Management from Organic Waste Management Facilities in Richmond and Surrounding Areas
- National Zero Waste Council – Food Waste Reduction Federal Tax Incentive Proposal
- Canada 150 Celebration Steering Committee
- Dissemination of Assessment and Property Tax Information
- 2016 Utility Budgets and Rates
- Land use applications for first reading (to be further considered at the Public Hearing on Tuesday, December 15, 2015):
 - 7400 River Road – Zoning Text Amendment to IB1& IB2 (City of Richmond – applicant)
 - 6571/6573 No. 4 Road – Rezone from RS1/F to ZT60 (Anwer Kamal – applicant)

Council Agenda – Monday, November 9, 2015

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- 7180 Railway Avenue – Rezone from RS1/E to RCH1 (Landcraft Homes Ltd. – applicant)

5. *Motion to adopt Items No. 6 through No. 19 by general consent.*

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Consent
Agenda
Item

6. COMMITTEE MINUTES

That the minutes of:

- CNCL-14 (1) the **Parks, Recreation and Cultural Services Committee** meeting held on October 27, 2015;
- CNCL-31 (2) the **General Purposes Committee** meeting held on November 2, 2015;
- CNCL-37 (3) the **Finance Committee** meeting held on November 2, 2015; and
- CNCL-42 (4) the **Planning Committee** meeting held on November 3, 2015;
be received for information.

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Consent
Agenda
Item

7. DOG OFF-LEASH PROGRAM UPDATE 2015

(File Ref. No. 11-7000-01) (REDMS No. 4686528 v. 5)

CNCL-48

See Page CNCL-48 for full report

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE RECOMMENDATION

- (1) *That the areas at McCallan Road Right of Way/Railway Corridor, Garden City Community Park, and South Arm Community Park as detailed in the staff report titled “Dog Off-Leash Program Update 2015,” dated October 2, 2015, from the Senior Manager, Parks, be designated as dog off-leash areas; and*
- (2) *That the designated dog off leash area pilot project at 7300 Elmbridge Way continue on an annual basis subject to future potential redevelopment of that site.*

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Consent
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Item

8. **RICHMOND COMMUNITY WELLNESS STRATEGY IMPACT REPORT 2010-2015**

(File Ref. No. 11-7000-01) (REDMS No. 4657664 v. 11)

CNCL-58

See Page CNCL-58 for full report

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE
RECOMMENDATION

That the staff report titled “Richmond Community Wellness Strategy Impact Report 2010-2015,” dated October 6, 2015, from the Senior Manager, Recreation and Sport Services, be received for information and circulated to the Richmond Sports Council, Richmond Center for Disability, and other Community Wellness serving groups.



Consent
Agenda
Item

9. **2017 CANADA 150TH STEVESTON SHIPS TO SHORE EVENTS**

(File Ref. No. 11-7400-01) (REDMS No. 4755680 v. 6)

CNCL-82

See Page CNCL-82 for full report

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE
RECOMMENDATION

- (1) *That the proposed 2017 Tall Ship and Ships to Shore celebrations as detailed in the staff report titled “2017 Canada 150th Steveston Ships to Shore Events,” dated October 8, 2015, from the Senior Manager, Parks, be endorsed for the purposes of event planning and budget preparation;*
- (2) *That \$895,000 be transferred from the Council Community Initiatives Fund in 2016 to support the event delivery for the 2017 Canada 150th Steveston Ships to Shore Events and that the 2017 Canada 150th Steveston Ship to Shore Events be considered in the 2016 budget process; and*
- (3) *That staff make the necessary arrangements for meeting with the National Sail Training Institute in Japan in April 2016 to finalize negotiations as part of the 2017 Tall Ships recruitment process.*



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Consent
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10. **INTER-MUNICIPAL BUSINESS LICENCE BYLAWS**
(File Ref. No. 12-8060-20-009492/009493; 12-8275-10) (REDMS No. 4741708)

CNCL-103

See Page CNCL-103 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That Inter-municipal Business Licence Agreement Bylaw No. 9493 be introduced and given first, second and third readings; and*
- (2) *That Inter-municipal Business Licence Bylaw No. 9040, Amendment Bylaw No. 9492 be introduced and given first, second and third readings.*



Consent
Agenda
Item

11. **SOIL MANAGEMENT IN THE AGRICULTURAL LAND RESERVE**
(File Ref. No. 12-8060-20-009002/009003) (REDMS No. 4757194 v. 4)

CNCL-116

See Page CNCL-116 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That the staff report titled “Soil Management in the Agricultural Land Reserve”, dated October 19, 2015, from the General Manager, Law and Community Safety, be received for information;*
- (2) *That the Soil Fill Deposit Regulation Bylaw No. 8094, Amendment Bylaw No. 9002 be introduced and given first, second and third readings; and*
- (3) *That the Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 9003 be introduced and given first, second, and third readings.*



Consent
Agenda
Item

12. **ODOUR MANAGEMENT FROM ORGANIC WASTE MANAGEMENT FACILITIES IN RICHMOND AND SURROUNDING AREAS**
(File Ref. No. 10-6175-02-01) (REDMS No. 4756818 v. 8)

CNCL-126

See Page CNCL-126 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That staff continue to monitor odour issues and work with Harvest Power and Metro Vancouver to develop durable odour mitigation strategies;*

- (2) *That a letter be sent to the Metro Vancouver Board expressing the City's concerns regarding current air quality from local organic waste management facilities and requesting that it investigate the feasibility of implementing an organics management odour control regulation for composting facilities regionally;*
- (3) *That a letter be sent to the Metro Vancouver Board requesting that it consider a requirement that member municipalities be limited to disposing organic waste at facilities with air quality permits or approvals; and*
- (4) *That a letter be sent to the BC Minister of Environment requesting that Operational Certificates regulating air emissions and odours be required for existing and new municipal facilities managing organic waste.*



Consent
Agenda
Item

13. **NATIONAL ZERO WASTE COUNCIL – FOOD WASTE REDUCTION
FEDERAL TAX INCENTIVE PROPOSAL**
(File Ref. No. 10-6370-10-01) (REDMS No. 4775301)

CNCL-132

See Page CNCL-132 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

That the following resolution be adopted and forwarded to the Federation of Canadian Municipalities (FCM) for consideration at FCM's upcoming Annual General Meeting:

BE IT RESOLVED *that the City of Richmond supports the National Zero Waste Council's food waste reduction federal tax incentive proposal and urges the Government of Canada to implement tax incentives for food producers, suppliers and retailers to donate unsold edible food.*



Consent
Agenda
Item

14. **CANADA 150 CELEBRATION STEERING COMMITTEE**
(File Ref. No. 11-7400-01) (REDMS No. 4777603)

CNCL-141

See Page CNCL-141 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That a Canada 150 Celebration Steering Committee comprised of three members of Council be established as per the Terms of Reference to help guide Richmond's Canada 150 Program of activities, events and infrastructure projects;*

- (2) *That the Terms of Reference for a Canada 150 Celebration Steering Committee as outlined in the staff report titled “Canada 150 Celebration Steering Committee,” dated October 23, 2015, from the General Manager, Community Services, be endorsed; and*
- (3) *That Councillors Bill McNulty, Linda McPhail, and Harold Steves be appointed to the Canada 150 Celebration Steering Committee.*



Consent
Agenda
Item

15. **DISSEMINATION OF ASSESSMENT AND PROPERTY TAX INFORMATION**

(File Ref. No.) (REDMS No. 4775210)

CNCL-146

See Page CNCL-146 for full report

FINANCE COMMITTEE RECOMMENDATION

That the property tax 101 video be promoted through the City’s multimedia channels.



Consent
Agenda
Item

16. **2016 UTILITY BUDGETS AND RATES**

(File Ref. No. 03-0970-01) (REDMS No. 4716954 v. 5)

CNCL-149

See Page CNCL-149 for full report

FINANCE COMMITTEE RECOMMENDATION

That the 2016 utility budgets, as outlined under Option 3 for Water and Sewer, Option 2 for Drainage and Diking, and Option 1 for Solid Waste and Recycling, as contained in the staff report titled “2016 Utility Budgets and Rates,” dated October 21, 2015, from the General Manager, Finance and Corporate Services, and the General Manager, Engineering and Public Works, be approved as the basis for establishing the 2016 Utility Rates and preparing the 5 Year Financial Plan (2016-2020) Bylaw.



ADDITIONAL STAFF RECOMMENDATION

2016 UTILITY RATE AMENDMENT BYLAWS

(File Ref. No. 12-8060-20-009496/009495/009497) (REDMS No. 4779102)

CNCL-174

See Page CNCL-174 for full report

ADDITIONAL STAFF RECOMMENDATION

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

- (1) *Waterworks and Water Rates Bylaw No. 5637, Amendment Bylaw No. 9496;*
- (2) *Drainage, Dike and Sanitary Sewer System Bylaw No. 7551, Amendment Bylaw No. 9495; and*
- (3) *Solid Waste and Recycling Regulation Bylaw No. 6803, Amendment Bylaw No. 9497.*



Consent
Agenda
Item

17. **APPLICATION BY CITY OF RICHMOND FOR A ZONING TEXT AMENDMENT TO THE INDUSTRIAL BUSINESS PARK (IB1, IB2) ZONE TO PERMIT AN INDOOR SHOOTING RANGE AT 7400 RIVER ROAD**

(File Ref. No. 12-8060-20-009500; ZT 15-710092) (REDMS No. 4731741 v. 4)

CNCL-196

See Page CNCL-196 for full report

PLANNING COMMITTEE RECOMMENDATION

- (1) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 9500, for a Zoning Text Amendment to the “Industrial Business Park (IB1, IB2)” zone to permit an indoor shooting range at 7400 River Road, be introduced and given first reading; and*
- (2) *That Council, subject to adoption of Zoning Text Amendment Bylaw No. 9500, approve a Permit to operate an Indoor Shooting Range at 7400 River Road, in accordance with Bylaw 4183.*



Consent
Agenda
Item

18. **APPLICATION BY ANWER KAMAL FOR REZONING AT 6571/6573 NO. 4 ROAD FROM SINGLE DETACHED (RS1/F) TO TOWN HOUSING (ZT60) – NORTH MCLENNAN (CITY CENTRE)**

(File Ref. No. 12-8060-20-009491; RZ 11-578758) (REDMS No. 4643140)

CNCL-211

See Page CNCL-211 for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9491, for the rezoning of 6571/6573 No. 4 Road from “Single Detached (RS1/F)” to “Town Housing (ZT60) – North McLennan (City Centre),” be introduced and given first reading.

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Consent
Agenda
Item

19. **APPLICATION BY LANDCRAFT HOMES LTD. FOR REZONING AT 7180 RAILWAY AVENUE FROM SINGLE DETACHED (RS1/E) TO COACH HOUSES (RCH1)**

(File Ref. No. 12-8060-20-009291; RZ 14-674043) (REDMS No. 4740452)

CNCL-235

See Page CNCL-235 for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9291, for the rezoning of 7180 Railway Avenue from “Single Detached (RS1/E)” to “Coach Houses (RCH1),” be introduced and given first reading.

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CONSIDERATION OF MATTERS REMOVED FROM THE
CONSENT AGENDA

PUBLIC DELEGATION ON NON-AGENDA ITEM

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

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CNCL-264

Dr. Michel Tarko, President and CEO of the **Justice Institute of BC**, to speak on the Institute.

21. *Motion to rise and report.*

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RATIFICATION OF COMMITTEE ACTION

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PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAWS FOR ADOPTION

CNCL-291

Consolidated Fees Bylaw No. 8636, Amendment **Bylaw No. 9272**
Opposed at 1st/2nd/3rd Readings – None.

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CNCL-331

Alexandra District Energy Utility Bylaw No. 8641, Amendment **Bylaw No. 9298**
Opposed at 1st/2nd/3rd Readings – None.

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CNCL-336

Oval Village District Energy Utility Bylaw No. 9134, Amendment **Bylaw No. 9299**
Opposed at 1st/2nd/3rd Readings – None.

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CNCL-340

Noise Regulation Bylaw No. 8856, Amendment **Bylaw No. 9486**
Opposed at 1st/2nd/3rd Readings – None.

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CNCL-342

Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 9295**

(11220 Horseshoe Way, ZT 15-705936)

Opposed at 1st Reading – None.

Opposed at 2nd/3rd Readings – None.

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ADJOURNMENT

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City of Richmond

Memorandum Community Services Division Community Social Development

To: City Clerk's Office
From: Joyce Rautenberg
Affordable Housing Planner
Date: November 4, 2015
File: 08-4057-01/2015-Vol 01
Re: **UBCM Community Excellence Award Presentation – November 9, 2015 Council Meeting**

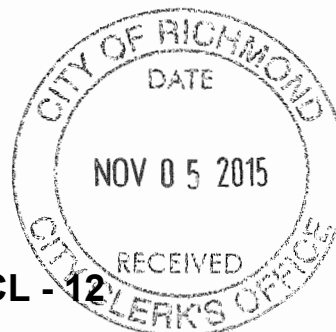
Staff are presenting the Union of British Columbia Municipalities (UBCM) Community Excellence Award that the City of Richmond received for the Kiwanis Towers development on September 24, 2015. The project was specifically recognized for innovation in partnerships. The project partners include the Richmond Kiwanis Senior Citizens Housing Society, the City of Richmond, BC Housing and Polygon Homes.

The UBCM Community Excellence Awards program is an opportunity to showcase municipalities and regional districts who "lead the pack", take risks to innovate, establish new partnerships, question established ways of doing business and pioneer new customer service practices. City staff sent in a submission highlighting Kiwanis Towers' innovative multi-stakeholder funding approach to leverage non-profit, private and public sector resources and expertise. This approach was successful in achieving below market rental housing with tenant amenity spaces to meet the needs of Richmond's low income seniors.

The City contributed approximately \$20.8 million towards capital construction costs and a capital grant of \$3.3 million to offset development cost charges and associated fees. The BC Government is providing up to \$16.3 million in long-term financing and the Richmond Kiwanis Senior Citizens Housing Society contributed the land valued at approximately \$12.9 million and approximately \$21 million in equity. Polygon acted as the development and construction managers for the project.

The Kiwanis Towers development provides 296 units of affordable seniors' rental housing, which more than doubles the number of units originally available at the site. Located at 7378 and 7388 Gollner Avenue, the two Kiwanis buildings includes shared parking, laundry facilities, a fitness area, shared amenity space, patio areas, landscaped outdoor spaces, walking paths and community gardens. Residents began moving into Tower 1 in March 2015 and Tower 2 in July 2015.

Joyce Rautenberg
Affordable Housing Planner



CNCL - 12



October 20, 2015

- 2 -

pc: Kim Somerville, Acting Manager, Community Social Development
Dougal Forteath, Affordable Housing Coordinator



Parks, Recreation and Cultural Services Committee

Date: Tuesday, October 27, 2015

Place: Anderson Room
Richmond City Hall

Present: Councillor Harold Steves, Chair
Councillor Ken Johnston
Councillor Carol Day
Councillor Bill McNulty
Councillor Linda McPhail

Also Present: Councillor Chak Au

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

AGENDA ADDITION

It was moved and seconded
That Rideau Park be added to the agenda as Item 4A.

CARRIED

MINUTES

It was moved and seconded
That the minutes of the meeting of the Parks, Recreation and Cultural Services Committee held on September 29, 2015, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

November 24, 2015, (tentative date) at 4:00 p.m. in the Anderson Room

COMMUNITY SERVICES DIVISION

1. DOG OFF-LEASH PROGRAM UPDATE 2015

(File Ref. No. 11-7000-01) (REDMS No. 4686528 v. 5)

In reply to queries from Committee, Marie Fenwick, Manager, Parks Programs, commented that (i) costs associated with the proposed park improvements are included in the 2016 Parks Capital Budget submission, (ii) public feedback has been positive towards the fenced dog off-leash areas, and (iii) usage of the off-leash areas was gauged through observation of both attendance and field conditions, as well as by measuring waste collection at each location.

It was moved and seconded

- (1) *That the areas at McCallan Road Right of Way/Railway Corridor, Garden City Community Park, and South Arm Community Park as detailed in the staff report titled "Dog Off-Leash Program Update 2015," dated October 2, 2015, from the Senior Manager, Parks, be designated as dog off-leash areas; and*
- (2) *That the designated dog off leash area pilot project at 7300 Elmbridge Way continue on an annual basis subject to future potential redevelopment of that site.*

CARRIED

2. RICHMOND COMMUNITY WELLNESS STRATEGY IMPACT REPORT 2010-2015

(File Ref. No. 11-7000-01) (REDMS No. 4657664 v. 11)

With the aid of a video presentation (copy on file, City Clerk's Office) Charlene Phung, Research Planner 2, provided background information on the collaboration between the City, the Richmond School District (RSD), and Vancouver Coastal Health (VCH). Ms. Phung introduced Dr. Meena Dawar, Medical Health Officer, VCH, and acknowledged the efforts of Dr. James Lu, former Medical Health Officer, regarding the implementation of the Strategy.

In response to queries from Committee, Ms. Phung provided the following information:

- a collective approach will be required to broaden the definition of wellness to include the areas of mental health and social well-being;
- next steps include the development of a logic model structure that will provide detailed information on programming inputs, activities, and outcomes;
- additional partnership funding would allow the scope and implementation of the programs to be expanded;

Parks, Recreation & Cultural Services Committee

Tuesday, October 27, 2015

- strategies for the communication of best practices throughout the partnership organizations will be explored in the next phase; and
- copies of the Richmond Community Wellness Strategy Impact Report (2010-2015) have been provided to the RSD and VCH and copies will be distributed to the City's community centres and partners.

In reply to a query from Committee, Serena Lusk, Senior Manager, Recreation and Sport Services, advised that VCH provided approximately \$50,000 in grant funding for the development of the Strategy in 2010.

Committee thanked staff, the RSD, and VCH for making wellness a high priority in Richmond and suggested that the report be circulated to the Richmond Centre for Disability and other associated groups. Also, staff was encouraged to present the report to the Richmond Sports Council.

Discussion ensued regarding (i) the potential to access the RSD's resources, such as its gymnasiums and computer labs, to promote wellness, (ii) consideration of the needs of individuals with disabilities within the Strategy, and (iii) utilizing existing resources to finance wellness programming.

Jim Wright, 8300 Osgoode Drive, on behalf of the Garden City Conservation Society, expressed concerns regarding (i) consistency in identifying the types of wellness, such as physical, social, mental, and spiritual, between the various City Strategies, (ii) producing measurable results that demonstrate the Strategy's success in guiding actions taken, and (iii) creating opportunities to achieve wellness in community gatherings.

Mr. Wright then spoke to the importance of maintaining the traditional neighbourhood hub consisting of a school, a City park, and their associated playgrounds and fields that promote a "type of ecosystem" for community wellness. He further commented on the community impact regarding the removal of the playground at Rideau Park and urged the City and the RSD to collaboratively maintain playgrounds and parks.

It was moved and seconded

That the staff report titled "Richmond Community Wellness Strategy Impact Report 2010-2015," dated October 6, 2015, from the Senior Manager, Recreation and Sport Services, be received for information and circulated to the Richmond Sports Council, Richmond Center for Disability, and other Community Wellness serving groups.

CARRIED

Parks, Recreation & Cultural Services Committee
Tuesday, October 27, 2015

**3. 2017 GARRY POINT PARK LEGACY PIER PROPOSAL
CELEBRATING CANADA 150**

(File Ref. No. 06-2345-20-GARR2) (REDMS No. 4736156 v. 11)

The Chair circulated drawings and background information related to the Garry Point Park Master Plan and the proposal for a commercial zone and wharf (attached to and forming part of these Minutes as Schedule 1). The Chair was of the opinion that Option 2 does not reflect a legacy pier and accessible float as directed in the Committee referral dated May 26, 2015 and does not conform to the Garry Point Park Master Plan.

In reply to queries from Committee, Mike Redpath, Senior Manager, Parks, provided the following comments:

- Option 3 is for a 600-foot modular pier that can be towed in and out of the harbour and utilized as a deep water port at Garry Point Park;
- the Garry Point Park Master Plan has not undergone any updates;
- park modifications have included the concession stand and washrooms, improved garden and perimeter trail, steel/concrete piles, and the fisherman's needle;
- the installation of the pilings allowed the City to facilitate the Ships to Shore and Tall Ship events after which the pier was relocated to the Imperial Landing site and used for moorage and event programming;
- wave conditions in the area are hazardous and the staff recommendation is for a permanent legacy structure as shown in Option 2;
- Option 3 is neither a legacy nor a permanent structure; and
- a staff report is forthcoming on the feasibility of a marina from Imperial Landing to the Phoenix Cannery.

Discussion ensued regarding (i) the report being referred back to staff for further analysis, (ii) the Canada 150 projects, including the legacy pier, and their funding sources, (iii) undertaking a review of the Garry Point Park Master Plan, (iv) the timing of the events and the benefits of Option 3 for a proposed new steel and timber float to accommodate the tall ships; (v) the suitability of the southeast area of Garry Point Park as a location for a wharf; (vi) the design of the float accommodating the future development of a marina area at the Imperial Landing site; (vii) the temporary use of the Imperial Landing floats to facilitate the tall ships event in 2017; and (viii) exploring the potential for public/private partnership to construct the proposed floats.

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Loren Slye, 11911 3rd Avenue, expressed the view that, due to the water conditions, a solid pier such as the repurposed pontoon was a viable option at Garry Point Park particularly east of Shady Island to create a breakwater for any potential dike along the Island. Mr. Slye commented that the proposed pier would be a multi-purpose dock to facilitate the tall ships in 2017 and could be subsequently moved to the east or west end of Shady Island. Additionally, he encouraged staff to explore the repurposed pontoon option with other partners including Port Metro Vancouver, the Steveston Harbour Authority, and a retired engineer from Small Craft Harbour.

In reply to a query from Committee, Mr. Slye commented that the repurposed pontoon would not only create a breakwater for the dike area but would potentially provide moorage for approximately 40 boats.

The Chair circulated additional drawings related to the location of the permanent structure as proposed by Mr. Slye (attached to and forming part of these Minutes as Schedule 2) and suggested that the repurposed pontoons may require size modifications at the Garry Point Park site.

Discussion ensued regarding referring the report back to staff in order to examine options for the Tall Ship floats for the 2017 events and to provide an update on the current status of the Garry Point Park Master Plan.

The Chair circulated drawings prepared for B.C. Packers related to its vision for the Phoenix Gill Net Loft and wharf near the Phoenix Cannery (attached to and forming part of these Minutes as Schedule 3) and suggested that the floats be designed for the Phoenix site. Discussion continued on the costs associated with the repurposed pontoons.

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

It was moved and seconded

That Option 3 as detailed in the staff report titled "2017 Garry Point Park Legacy Pier Proposal Celebrating Canada 150," dated October 6, 2015, from the Senior Manager, Parks, be selected as the preferred option.

The question on the motion was not called as discussion ensued on (i) the merits of and costs associated with Option 3, (ii) the pending staff report on the development of the Phoenix Net Loft / Imperial Landing harbour, (iii) the potential funding sources and use for the float, (iv) interruption costs at Imperial Landing, and (iv) the need for a long-term solution.

In reply to queries from Committee, Mr. Redpath advised that to repurpose the Imperial Landing floats (Option 4) would require approximately two weeks to reposition the floats to the Garry Point Park site and could be in place from early May 2017 until after the Canada Day celebrations. He added that compared to Option 4, the proposed new steel and Timber float (Option 3) would allow for uninterrupted service at the Imperial Landing site.

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The question on the motion was then called and it was **DEFEATED** with Cllrs. Day, Johnston, and Steves opposed.

Discussion then ensued regarding options for the Tall Ship floats for 2017 and the following **referral** was introduced:

It was moved and seconded

That staff explore options for the Tall Ship floats for the 2017 events and report back.

CARRIED

Discussion continued regarding options for the 2017 Garry Point Legacy proposal and the following **referral** was introduced:

It was moved and seconded

- (1) *That the 2017 Garry Point Park Legacy Pier Proposal be referred back to staff;*
- (2) *That staff report on the status of the current Garry Point Park Master Plan;*
- (3) *That staff bring forward a proposal for the completion of the Phoenix Net Loft / Imperial Landing;*
- (4) *That staff explore the potential for public/private partnerships in developing the London's Landing marina area; and*
- (5) *That staff provide an update on the Steveston Harbour Authority plan and the diking proposal by the City's Engineering Department.*

CARRIED

4. 2017 CANADA 150TH STEVESTON SHIPS TO SHORE EVENTS

(File Ref. No. 11-7400-01) (REDMS No. 4755680 v. 6)

In reply to queries from Committee, Cathryn Volkering Carlile, General Manager, Community Services, advised that the additional funding for the 2017 Canada 150th Steveston Ships to Shore events could potentially be allocated from the Council Community Initiatives Fund or by substantially increasing the submission for Major Events funding in 2017. In addition, she advised that the Major Events Fund supports the Children's Arts Festival, the Maritime Festival, the World Festival, Richmond Days of Summer, and Steveston Ships to Shore.

In response to queries from Committee, Mr. Redpath commented that the additional funding request for 2016 is to (i) secure the Japanese vessel for the 2017 Canada 150th Steveston Ships to Shore events, (ii) undertake additional ship recruitment, and (iii) advance the planning of the event.

Parks, Recreation & Cultural Services Committee

Tuesday, October 27, 2015

It was moved and seconded

- (1) *That the proposed 2017 Tall Ship and Ships to Shore celebrations as detailed in the staff report titled "2017 Canada 150th Steveston Ships to Shore Events," dated October 8, 2015, from the Senior Manager, Parks, be endorsed for the purposes of event planning and budget preparation; and*
- (2) *That \$895,000 be transferred from the Council Community Initiatives Fund in 2016 to support the event delivery for the 2017 Canada 150th Steveston Ships to Shore Events and that the 2017 Canada 150th Steveston Ship to Shore Events be considered in the 2016 budget process.*

The question on the motion was not called as in reply to a query from Committee, Ms. Carlile noted that the budget request before Committee is for the securement of the ships for the tall ships events in 2017 and that a separate report regarding funding for all City festivals and events would be forthcoming.

Discussion then took place regarding reviewing the budget for the Maritime Festival and/or combining the Maritime Festival and the Steveston Ships to Shore events.

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

Discussion then ensued regarding the 2017 Tall Ship recruitment and the following **motion** was introduced:

It was moved and seconded

That staff make the necessary arrangements for meeting with the National Sail Training Institute in Japan in April 2016 to finalize negotiations as part of the 2017 Tall Ships recruitment process.

CARRIED

4A. **RIDEAU PARK**

(File Ref. No.)

Discussion ensued regarding the recent demolition of the playground equipment on Richmond School District property at Rideau Park and suggested that the City explore options for the replacement of the lost play area.

Parks, Recreation & Cultural Services Committee
Tuesday, October 27, 2015

In response to queries from Committee, Mr. Redpath advised that (i) the playground and open space area at Rideau Park is a matter for discussion at the upcoming Council/School Board Liaison Committee meeting, (ii) although the park is not currently on the Parks Capital Works Plan, an opportunity to revitalize the play area through the parks re-characterization program is possible, and (iii) construction costs associated with a neighbourhood park is approximately \$150,000 with trails and drainage costing an additional \$150,000.

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

It was moved and seconded

That Rideau Park be referred to staff to investigate options for the redevelopment of the playground area and report back.

CARRIED

5. MANAGER'S REPORT

Mr. Redpath advised that the animal incinerator has been condemned at the Richmond Animal Shelter and other options are being explored for the disposal of animals killed on City roads.

In response to a query from Committee, Mr. Redpath commented that, due to the summer drought conditions, a significant number of City shrubs and/or plantings will be replaced with drought resistant plantings.

ADJOURNMENT

It was moved and seconded

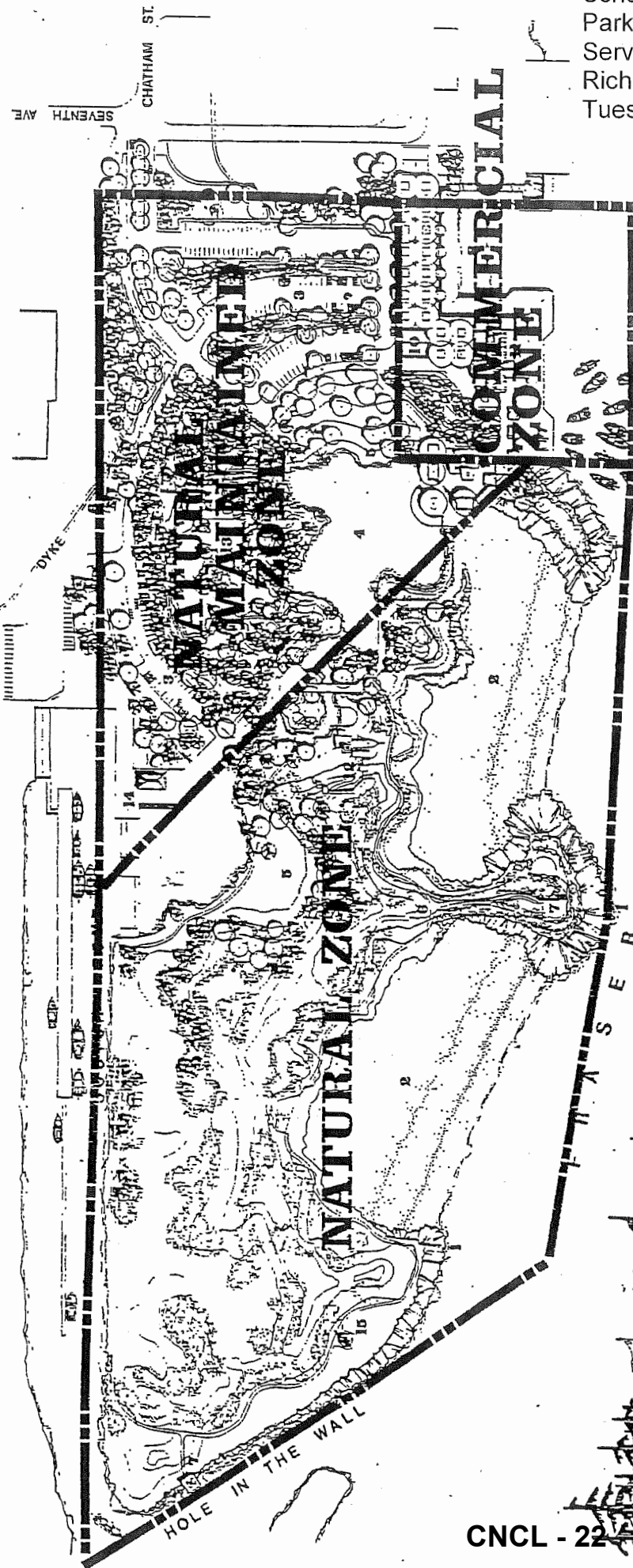
That the meeting adjourn (5:48 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Parks, Recreation and Cultural Services Committee of the Council of the City of Richmond held on October 27, 2015.

Councillor Harold Steves
Chair

Heather Howey
Legislative Services Coordinator



- LEGEND**
- 1 shoreline protection
 - 2 bench
 - 3 parking
 - 4 pond
 - 5 picnic area
 - 6 trails
 - 7 lookout
 - 8 wharf
 - 9 picnic shelter
 - 10 plaza
 - 11 restaurant
 - 12 playground
 - 13 Japanese garden
 - 14 interpretive centre
 - 15 Garry point tree

**DEVELOPMENT
PLEASE FIVE**



GARRY POINT PARK

PREPARED FOR THE CORPORATION OF THE TOWNSHIP OF RICHMOND - PREPARED BY THE PACIFIC LANDPLAN COLLABORATIVE LTD/IANSON-ETB

The commercial area provides access to the water along the wharf and tidal stairs. It was considered important to allow the visitor access to the water as soon as possible after entering the park.

2.1.2

The Maintained Natural Zone

This area includes that portion of the park includes the fresh water feature, the parking lot and adjacent areas. This zone will include open areas of turf and a plantings of natural shrubs and trees. The water feature will provide the focus for the development of other facilities. The open space will be used for passive activities requiring larger open areas for groups of park visitors. eg. picnicking

2.1.3

The Natural Zone

This will be the largest area of the park and will be located between the western tip and the west side of the water feature. This area will be characterized by dune-like landforms and planting that would be associated with dunes and shoreline landscapes. Dunes will be designed with moderately steep and gradual slopes to create sheltered pockets along the back of the beaches and along Scotch Pond.

Planting will consist mainly of grasses and a variety of shrubs. Trees will be restricted in numbers and limited to primitive species associated with delta, shoreline and estuary landscapes. Planting will be designed to require a minimum amount of maintenance. There will be no turf areas.

The zone will be used mainly by individuals and small groups of people strolling and sightseeing. Larger groups of people will be attracted to the beach area.

2.2 Activities and Facilities

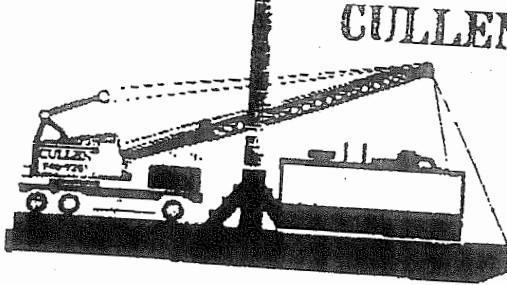
The park design will support a variety of passive recreation activities. These are summarized below:

RESPONSES IN PRIORITY

	<u>*% SUPPORT</u>		<u>**TOTAL VALUE</u>
PICNICKING	100.00	PICNICKING	151.00
WALKING	100.00	WALKING	144.00
BENCHES	98.08	BENCHES	144.00
PICNIC TABLES	97.78	SANDY BEACH	140.00
SANDY BEACH	94.34	WASHROOMS	132.00
WASHROOMS	94.23	SUNBATHING	121.00
SUNBATHING	90.38	PICNIC TABLES	119.00
VIEWING - PLATFORM	87.50	VIEWING - GROUND LEVEL	112.00
PICNIC SHELTERS	84.62	VIEWING - PLATFORM	102.00
CHILDREN'S PLAYGROUND	84.21	CHILDREN'S PLAYGROUND	98.00
INTERPRETIVE SIGNAGE	98.09	FIRE PITS	96.00
FIRE PITS	83.02	PICNIC SHELTERS	93.00
VIEWING - GROUND LEVEL	82.69	FISHERMAN'S MEMORIAL	83.00
FISHERMAN'S MEMORIAL	80.85	INTERPRETIVE SIGNAGE	81.00
INTERPRETIVE CENTRE	76.60	INTERPRETIVE CENTRE	76.00
<u>FISHING</u>	<u>75.00</u>	<u>FISHING</u>	<u>75.00</u>
BICYCLING	74.07	GARRY POINT TREE	73.00
RESTAURANT	74.00	RESTAURANT	72.00
GARRY POINT TREE	73.19	BICYCLING	72.00
ADVENTURE PLAYGROUND	70.83	SPECIAL EVENTS	52.00
SPECIAL EVENTS	64.58	ADVENTURE PLAYGROUND	51.00
FISHING DOCK	60.87	WADING POOL	35.00
WADING POOL	56.86	FISHING DOCK	35.00
AMPHITHEATRE	56.86	CLASSROOM/MEETING ROOM	29.00
CLASSROOM/MEETING ROOM	55.10	WATER PLAY	25.00
WATER PLAY	52.83	PICK-UP SPORT	19.00
WINTER GARDEN	46.81	AMPHITHEATRE	18.00
PICK-UP SPORTS	46.43	WINTER GARDEN	18.00
FITNESS CIRCUIT	44.90	FITNESS CIRCUIT	13.00
CONCESSIONS	44.00	CONCESSIONS	-16.00
SCENIC DRIVE	33.33	SCENIC DRIVE	-32.00
HARD SURFACE PLAY	32.65	ROLLER SKATING	-37.00
ROLLER SKATING	26.83	HARD SURFACE PLAY	-42.00

*%Support = Number of persons supporting the activity as a percentage of the total number of persons responding to that question.

**Total Value = the value (+3,+2,+1) of those supporting the activity minus the value of those opposed (-3,-2,-1).

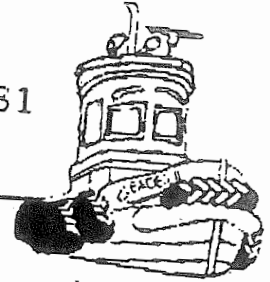


CULLEN CONSTRUCTION LTD.

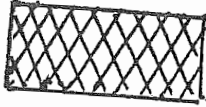
3590, 40th street
Delta, B.C.
V4K 3N2

Phone: (604) 946-9281
Fax: (604) 946-9220

ESTIMATES



CONDITION



FAIR CONDITION



July 21, 2001

13 ft.
8 ft.

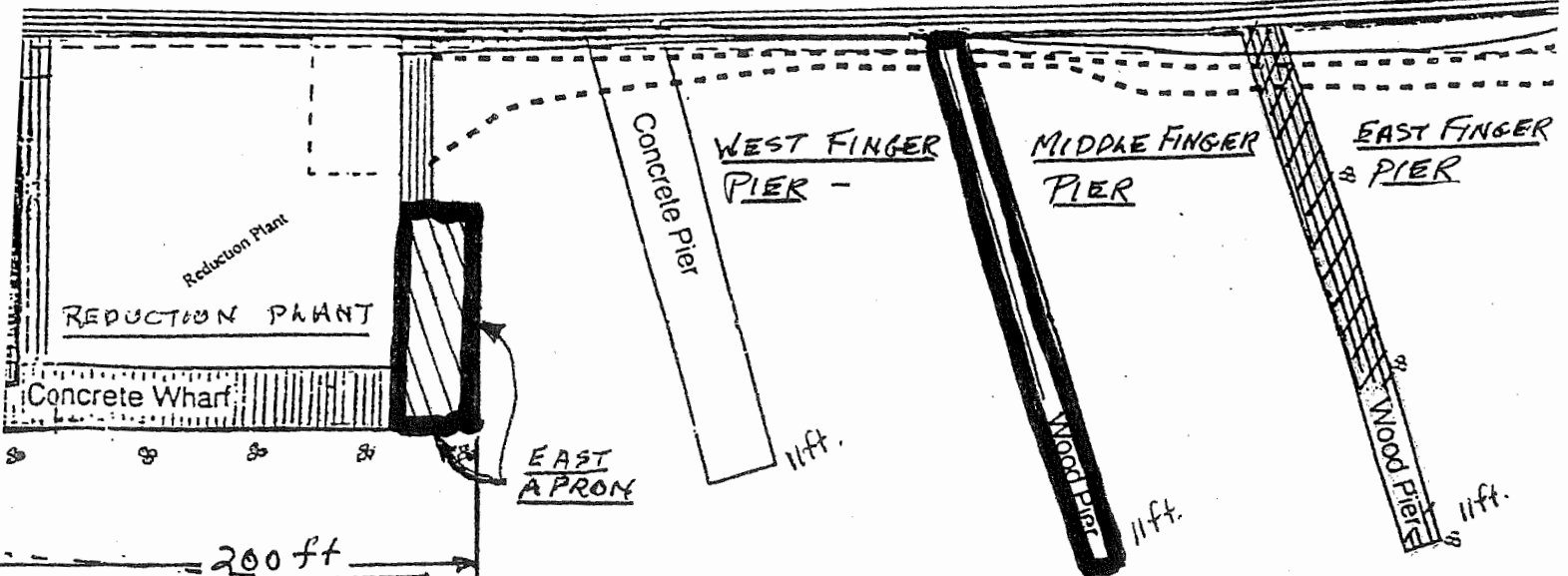
Imperial Cannery East Apron:

- Repair fender piles and chalks
 - ❖ Install fender logs
- 2 days @ 1800.00 3600.00

East Finger Pier:

- ❖ Repair or replace 20 fender piles
- ❖ Replace 4 bearing piles
- ❖ Install caps and chalks as required
- ❖ Install float logs
- ❖ Supply cap and chalk timbers

7 days @ 1800.00 3000.00
12600.00
15,600.00



align wharf face for tie up

14,400.00

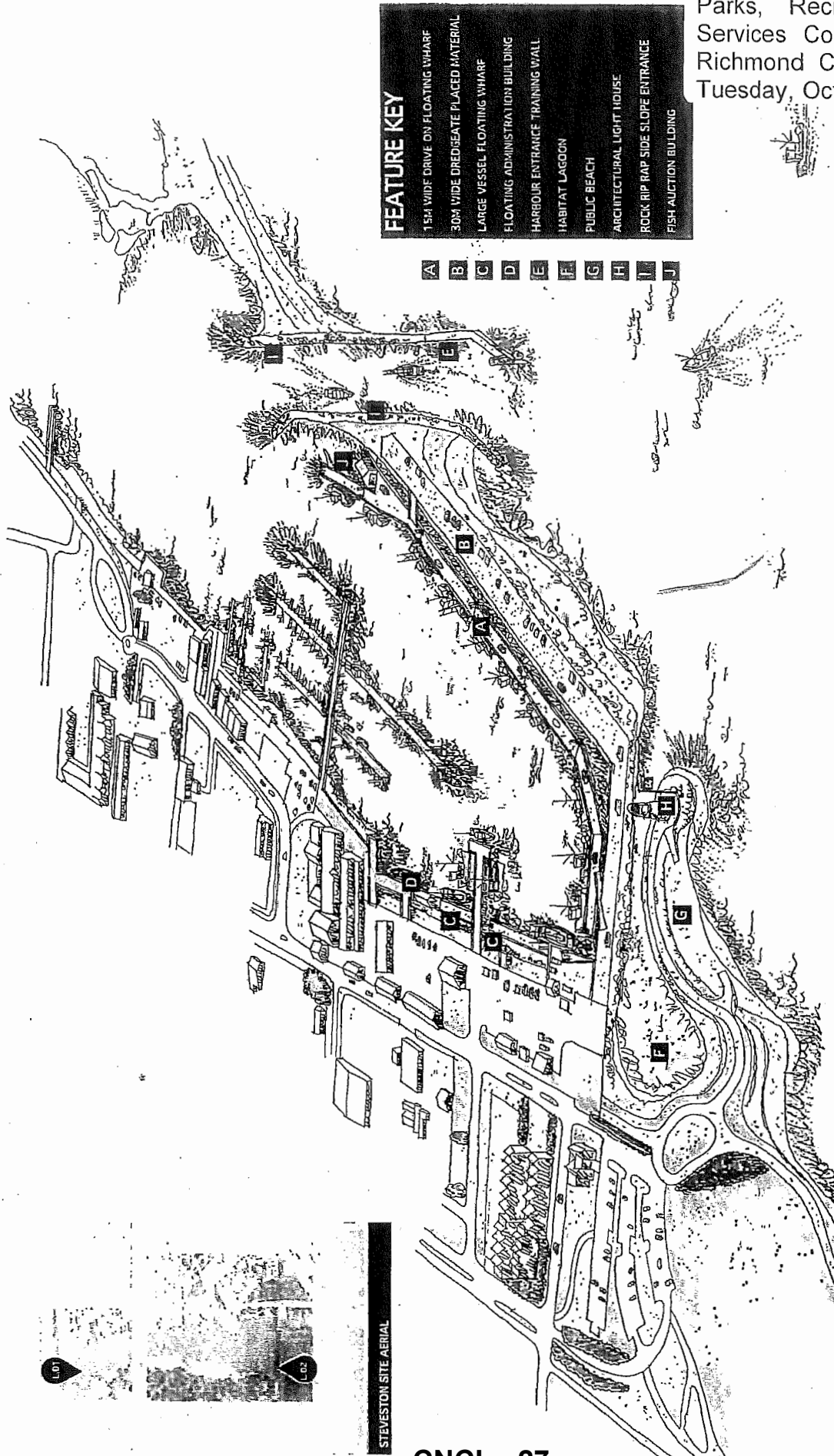
Middle Finger Pier:

- ❖ Repair or replace 11 fender piles
- ❖ Replace bad chalk timbers
- ❖ Install caps as required
- ❖ Install float logs
- ❖ Supply cap and chalk timbers

4 days @ 1800.00 1200.00
7200.00
8,400.00

CNCL-28

for entire length of



STEVESTON SITE AERIAL

ENCL - 273

DATE	BY	REVISION
2009		

DATE	BY	REVISION
2009		

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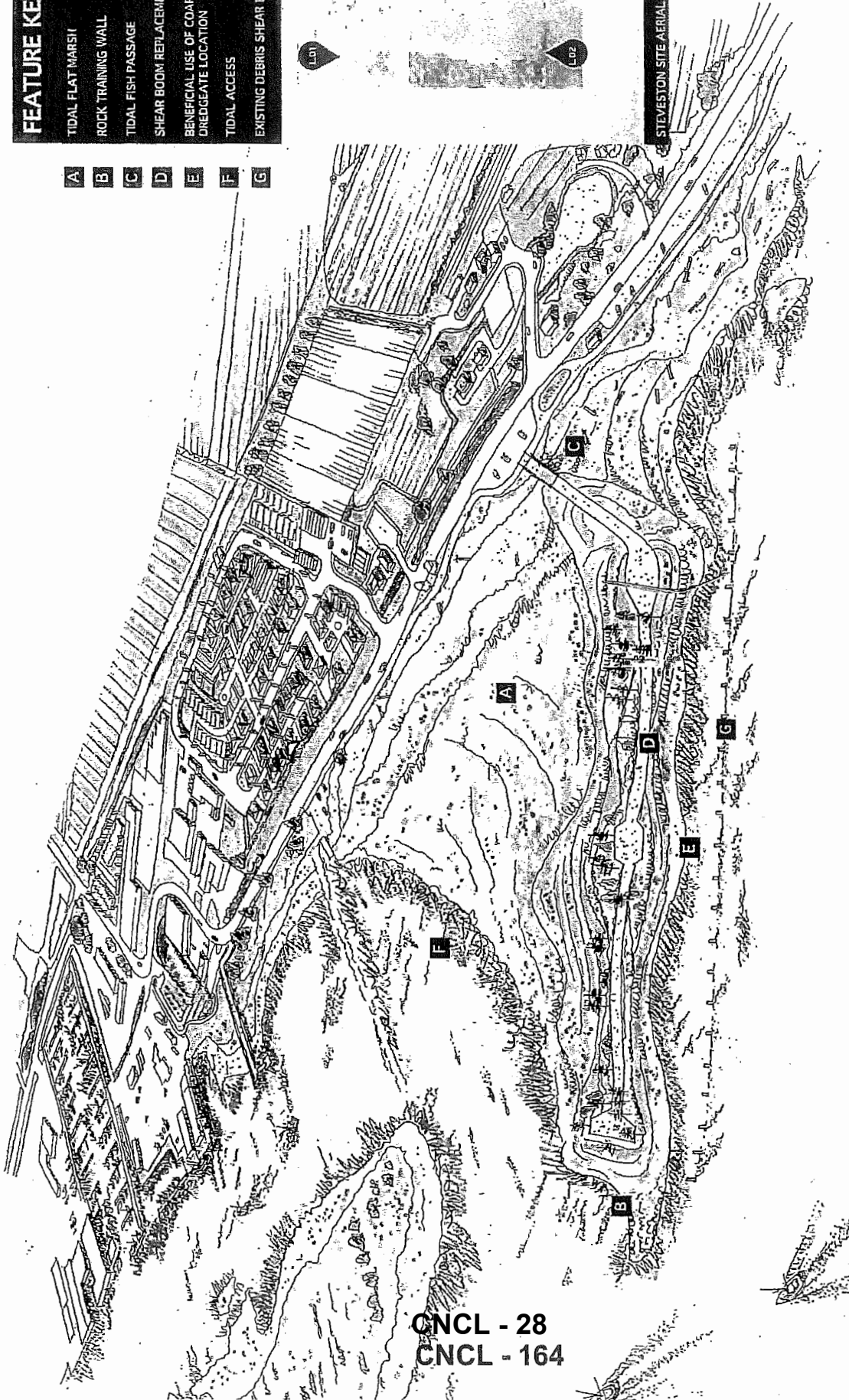
DATE	BY	REVISION
2009		

STEVESTON COMMUNITY FISHING HARBOUR -
LONG TERM DEVELOPMENT PLAN

FEATURE KEY

- TIDAL FLAT MARSH
- ROCK TRAINING WALL
- TIDAL FISH PASSAGE
- SHEAR BOOM REPLACEMENT PROMENADE
- BENEFICIAL USE OF COARSE SAND UNDEGRADE LOCATION
- TIDAL ACCESS
- EXISTING DEBRIS SHEAR BOOM

A B C D E F G



STEVESTON SITE AERIAL

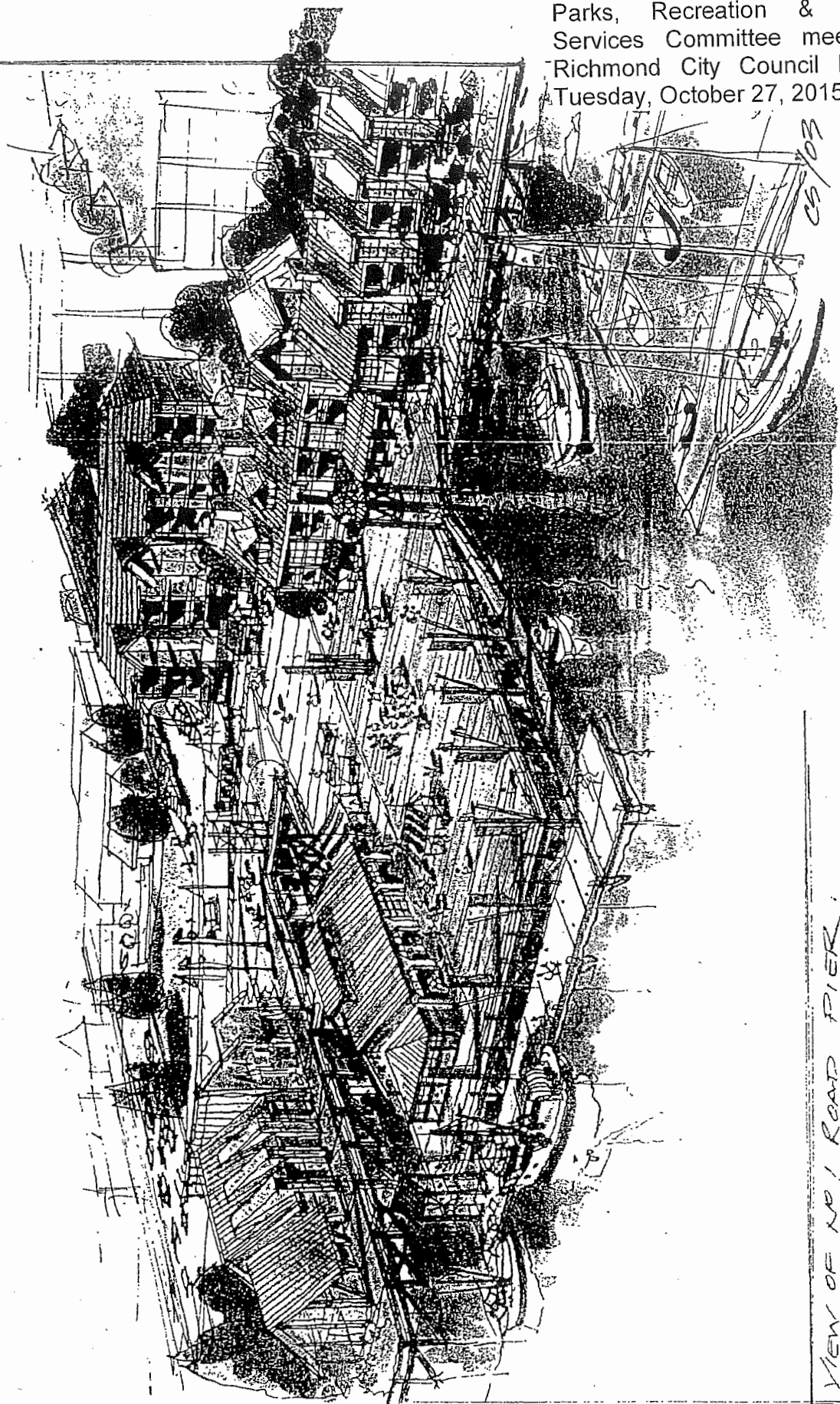
CNCL - 28
CNCL - 164

STEVESTON COMMUNITY FISHING HARBOUR -
LONG TERM DEVELOPMENT PLAN

2009

L.02

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97	2009	97
98	2009	98
99	2009	99
100	2009	100



VIEW OF NO. 1 ROAD PIER.

RESIDENTIAL CLUSTER -
 SETBACK FROM POND +
 RIVERS EDGE - CANNERY
 STYLE ARCHITECTURE

PHOENIX POND
 + OUTDOOR
 EXHIBIT

EXISTING
 HOUSING

HISTORIC NET LOFT
 BLDG. RETAINED FOR
 CONTINUED INDUSTRIAL
 USE

WORKING EXHIBIT -
 FISH BOAT OR
 HISTORIC
 DISPLAY

MAJOR
 SHORELINE
 WALKWAY

PHOENIX MARSH
 + FLYES -
 NATURAL



General Purposes Committee

Date: Monday, November 2, 2015

Place: Anderson Room
Richmond City Hall

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

Absent: Councillor Chak Au

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the General Purposes Committee held on October 19, 2015, be adopted as circulated.

CARRIED

DELEGATION

1. Robert Kiesman, Chair, Steveston Harbour Authority (SHA), and Bob Baziuk, General Manager, SHA, provided an update on the Authority's present and future activities, and highlighted the Authority's objectives to (i) enhance and expand the existing operations, (ii) become more visible in the public realm, (iii) tidy their properties, and (iv) encourage greater industry involvement in their operations. Also, it was noted that the SHA received federal funding in the amount of \$14 million for nine separate projects at the Paramount and Gulf of Georgia Cannery sites.

1.

General Purposes Committee

Monday, November 2, 2015

Mr. Baziuk commented on "Net-Works" - a net recycling program and advised that preliminary discussions are underway for the construction of a \$20 million recycling facility in Richmond pending the establishment of a sufficient supply of nylon fishing nets.

Mr. Kiesman noted that the SHA Board approved a 1% Sediment Management Fee as a funding mechanism for future dredging of the Steveston Cannery Channel and encouraged Council to view the promotional video on the SHA.

In reply to queries from Committee, Mr. Kiesman advised that the SHA would not be pursuing Port Metro Vancouver's East Tidal Marsh project as further study indicated that the projected 20% reduction in sediment in the Steveston channel would not be realized by the construction of the proposed tidal marsh. He further advised that the SHA was in favour of the transfer of road rights-of-way between the Federal government and the City and suggested that any minor modifications could be considered at a later date. Also, Mr. Baziuk commented that the net recycling program has resulted in disposal fee savings of approximately \$50,000.

FINANCE AND CORPORATE SERVICES DIVISION

2. INTER-MUNICIPAL BUSINESS LICENCE BYLAWS

(File Ref. No. 12-8060-20-009492/009493; 12-8275-10) (REDMS No. 4741708)

In reply to queries from Committee, Glenn McLaughlin, Special Projects, accompanied by Cecilia Achiam, Director, Administration and Compliance, advised that the intention of the Inter-Municipal Business Licence program was to remain revenue neutral; therefore, the proposed bylaw amendments would ensure that municipalities are able to recover their operating costs particularly in the event the program expands to other Lower Mainland municipalities. Also, Ms. Achiam commented that further consideration would be required in order to ensure revenue neutral conditions for the participating municipalities should there be interest in expanding the program to include other business industries.

It was moved and seconded

- (1) *That Inter-municipal Business Licence Agreement Bylaw No. 9493 be introduced and given first, second and third readings; and*
- (2) *That Inter-municipal Business Licence Bylaw No. 9040, Amendment Bylaw No. 9492 be introduced and given first, second and third readings.*

CARRIED

General Purposes Committee
Monday, November 2, 2015

LAW AND COMMUNITY SAFETY DIVISION

3. SOIL MANAGEMENT IN THE AGRICULTURAL LAND RESERVE
(File Ref. No. 12-8060-20-009002/009003) (REDMS No. 4757194 v. 4)

In response to queries from Committee, Ed Warzel, Manager, Community Bylaws, provided the following information:

- soil management applications are submitted to both the City and the Agricultural Land Commission (ALC);
- the proposed bylaw amendment allows the City to provide immediate enforcement in the event of a violation;
- an agrologist will be available to the City to assist in controlling the quality of soil deposits; and
- discussions were held with the ALC to further expand on collaboration efforts, however no new enhancements have been brought forward.

Discussion ensued regarding whether the ALC is considering expanding the City's authority to exercise more ALC powers and whether additional staff or costs would be incurred by the City. It was suggested that staff meet with the ALC to explore the possibility of further municipal control regarding soil management.

In response to questions from Committee, Mr. Warzel commented that the number of soil management complaints received in 2015 is an indication that the City's Soil Watch Program has been effective. Also, he commented that bylaw violation fines are limited to a maximum of \$500; however the City may write a Municipal Ticket Information for serious offences, with fines of approximately \$10,000 per incident per day. Also, it was noted that approximately 30% of complaints received are indeed a violation of the City's bylaw and that investigative timeframes vary.

It was moved and seconded

- (1) *That the staff report titled "Soil Management in the Agricultural Land Reserve", dated October 19, 2015, from the General Manager, Law and Community Safety, be received for information;*
- (2) *That the Soil Fill Deposit Regulation Bylaw No. 8094, Amendment Bylaw No. 9002 be introduced and given first, second and third readings; and*
- (3) *That the Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 9003 be introduced and given first, second, and third readings.*

CARRIED

General Purposes Committee

Monday, November 2, 2015

ENGINEERING AND PUBLIC WORKS DIVISION

4. ODOUR MANAGEMENT FROM ORGANIC WASTE MANAGEMENT FACILITIES IN RICHMOND AND SURROUNDING AREAS

(File Ref. No. 10-6175-02-01) (REDMS No. 4756818 v. 8)

Peter Russell, Senior Manager, Sustainability and District Energy, introduced Ray Robb, Division Manager, Environmental Regulatory and Enforcement Services, Metro Vancouver, and Scott Kerr, Regional Regulatory Compliance Officer, Harvest Power.

In reply to a question from Committee, Mr. Robb advised that the majority of odour management complaints received by Metro Vancouver have been attributed to activities by Harvest Power and West Coast Reduction.

Mr. Kerr commented that Harvest Power has taken steps towards managing odour at the facility and that continued research to identify solutions are underway. He further commented that (i) contaminate-free organics (i.e., no garbage and no plastics) generate less odour, (ii) over 50% of organic waste processed at the facility comes from outside of Richmond, and (iii) there is little risk of pesticide contamination due to municipal regulations.

In response to a query from Committee, Suzanne Bycraft, Manager, Fleet and Environmental Programs, noted that approximately 14,000 tonnes of Richmond's organic waste is processed at Harvest Power.

It was moved and seconded

- (1) *That staff continue to monitor odour issues and work with Harvest Power and Metro Vancouver to develop durable odour mitigation strategies;*
- (2) *That a letter be sent to the Metro Vancouver Board expressing the City's concerns regarding current air quality from local organic waste management facilities and requesting that it investigate the feasibility of implementing an organics management odour control regulation for composting facilities regionally;*
- (3) *That a letter be sent to the Metro Vancouver Board requesting that it consider a requirement that member municipalities be limited to disposing organic waste at facilities with air quality permits or approvals; and*
- (4) *That a letter be sent to the BC Minister of Environment requesting that Operational Certificates regulating air emissions and odours be required for existing and new municipal facilities managing organic waste.*

CARRIED

General Purposes Committee

Monday, November 2, 2015

5. **NATIONAL ZERO WASTE COUNCIL – FOOD WASTE REDUCTION
FEDERAL TAX INCENTIVE PROPOSAL**

(File Ref. No. 10-6370-10-01) (REDMS No. 4775301)

The Chair advised that the Food Waste Reduction Federal Tax Incentive proposal was a result of the National Zero Waste Council's (NZWC) Food Working Group efforts to tax safe, healthy, and edible food waste. He further advised that should the proposal gain support across Canada, it would be presented at the Federation of Canadian Municipalities prior to examining the enforcement and national standards required to implement the proposed tax.

Committee expressed support for the tax proposal and discussed the potential for avenues to channel safe, healthy, and edible food to local food banks and other such agencies.

It was moved and seconded

That the following resolution be adopted and forwarded to the Federation of Canadian Municipalities (FCM) for consideration at FCM's upcoming Annual General Meeting:

BE IT RESOLVED that the City of Richmond supports the National Zero Waste Council's food waste reduction federal tax incentive proposal and urges the Government of Canada to implement tax incentives for food producers, suppliers and retailers to donate unsold edible food.

CARRIED

COMMUNITY SERVICES DIVISION

6. **CANADA 150 CELEBRATION STEERING COMMITTEE**

(File Ref. No. 11-7400-01) (REDMS No. 4777603)

It was moved and seconded

- (1) That a Canada 150 Celebration Steering Committee comprised of three members of Council be established as per the Terms of Reference to help guide Richmond's Canada 150 Program of activities, events and infrastructure projects; and***
- (2) That the Terms of Reference for a Canada 150 Celebration Steering Committee as outlined in the staff report titled "Canada 150 Celebration Steering Committee," dated October 23, 2015, from the General Manager, Community Services, be endorsed.***
- (3) That Councillors Bill McNulty, Linda McPhail, and Harold Steves be appointed to the Canada 150 Celebration Steering Committee.***

CARRIED

General Purposes Committee
Monday, November 2, 2015

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:48 p.m.).

CARRIED

Certified a true and correct copy of the
Minutes of the meeting of the General
Purposes Committee of the Council of the
City of Richmond held on November 2,
2015.

Mayor Malcolm D. Brodie
Chair

Heather Howey
Legislative Services Coordinator



Finance Committee

Date: Monday, November 2, 2015

Place: Anderson Room
Richmond City Hall

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

Absent: Councillor Chak Au

Call to Order: The Chair called the meeting to order at 4:49 p.m.

MINUTES

It was moved and seconded

That the minutes of the meeting of the Finance Committee held on October 5, 2015, be adopted as circulated.

CARRIED

FINANCE AND CORPORATE SERVICES DIVISION

1. **DISSEMINATION OF ASSESSMENT AND PROPERTY TAX INFORMATION**

(File Ref. No.) (REDMS No. 4775210)

In reply to questions from Committee, Ivy Wong, Manager, Revenue, advised that the video was developed by an external company and that it would be available on the City's website and promoted through the City's Twitter and YouTube accounts.

Finance Committee
Monday, November 2, 2015

It was suggested that, upon approval of the 2016 Capital, Utility and Operating Budgets, the video be shown at a Regular meeting of Council.

Discussion ensued regarding the BC Assessment Office's phone number appearing on the video and that a greater emphasis on the property assessment and appeal processes may be helpful. It was suggested that the City website provide information regarding the assessment appeal process following BC Assessment's notice mail out and that a link to the video be placed on the City's 2016 tax notice.

It was moved and seconded

That the property tax 101 video be promoted through the City's multimedia channels.

CARRIED

2. CORPORATE SERVICE LEVEL REVIEW UPDATE Q2 – 2015

(File Ref. No.) (REDMS No. 4651551 v. 8)

In response to queries from Committee, Cecilia Achiam, Director, Administration and Compliance, provided background information on the roles and functions of the Administration and Compliance Department, the Corporate Operational Service Level Review Team, and the Finance Cost Control and Efficiency Subcommittee. She commented that the Corporate Service Level Review (CSLR) is a management tool utilized to inform the Chief Administrative Officer (CAO) and Senior Management Team on opportunities for improvement and was not designed to be a budgeting tool or to make recommendations for cost reductions.

Andrew Nazareth, General Manager, Finance and Corporate Services, advised that additional programming or service level requests that have been identified by staff or Council throughout the year are addressed through the budget's additional level process. In addition, he advised that the CSLR was a tool used to review performance, efficiency, effectiveness, and cost containment. It was noted that the addition or removal of services would be at Council's discretion.

George Duncan, CAO, commented that the CSLR is an administrative management tool and that any outcomes resulting in staff identifying a need for additional services would be considered during the additional levels process in the budget. He further commented that, throughout the course of the year, Council may identify or support a need for resources, which would be considered during the additional levels process or, alternatively, staff may identify a funding source without the need to consider an additional level.

Finance Committee

Monday, November 2, 2015

In terms of the organizational structure, Mr. Duncan advised that the review is an ongoing process and that organizational and/or structural changes driven by the current Council Term Goals or the need to improve customer service are brought before Council throughout the year.

Councillor Steves left the meeting (5:18 p.m.) and returned (5:22 p.m.).

Discussion ensued regarding providing information related to service level comparisons between local municipalities to demonstrate the City's effectiveness in reaching positive and/or negative efficiency results.

In reply to a question from Committee, Mr. Duncan advised that the figures presented in Attachment 1 - Regional Lens are favourable as they indicate that Richmond, on a per capita basis, invests more on capital projects than a municipality in similar size and circumstance. In addition, he commented that the charts are intended to provide an update on the administrative reviews undertaken to assist in service level improvements and to inform Council on the core, traditional and discretionary services. He further commented that the CSLR also serves to provide direction in the development of departmental strategies such as the Information Technology Digital Strategy.

Discussion continued on the City's success in achieving reasonable budgets and containing property tax increases while responding to downloading of services from senior levels of government. It was suggested that future reports include a flow chart demonstrating how the CSLR works in conjunction with the budget process.

It was moved and seconded

That the staff report titled "Corporate Service Level Review Update Q2 – 2015," dated October 9, 2015, from the Director, Administration and Compliance, be received for information.

CARRIED

3. **2016 UTILITY BUDGETS AND RATES**

(File Ref. No. 03-0970-01) (REDMS No. 4716954 v. 5)

In response to queries from Committee, Lloyd Bie, Manager, Engineering Planning, provided the following information:

- Option 3 for the Water Utility budget recommends the removal of the rate stabilization provision drawdown, which would increase the 2016 water budget by 1% while preserving the balance of the provision funds for future capital projects;
- the proposed 2016 Metro Vancouver (MV) water rate is the projected rate and staff do not anticipate receiving the actual rate prior to establishing the 2016 utility rates;
- MV water purchases represent 55% of the total Water Utility budget;

3.

Finance Committee
Monday, November 2, 2015

- Option 3 for the Sewer Utility budget recommends an additional \$1 million for additional Capital Infrastructure Replacement due to aging sewer infrastructure, which can be achieved through a 1% increase in the sewer rates;
- the proposed change to the Drainage and Diking Utility budget represents the first step in a multi-year process to address inequities in the drainage rate system such as that represented by large commercial properties (i.e., shopping malls, warehouses, etc.) that currently pay the same drainage rate as a single-family home;
- the City is one of few municipalities that have implemented a Drainage and Diking Utility; many municipalities collect the fee through the property tax notice;
- a Rain Water Resource Management Strategy report is forthcoming and cost implications would be considered when exploring options regarding the use of rain water;
- there are a number of programs available to the public associated with water meters and the management of water, such as the toilet and clothes washer replacement rebates; and
- residents can arrange for home audits to assist in achieving water usage savings.

In reply to questions from Committee, Suzanne Bycraft, Manager, Fleet and Environmental Programs, advised that Option 1 for the Solid Waste and Recycling budget is the base level with the addition of the bi-weekly garbage collection service in 2016; Options 2 and 3 provide an annual green cart and/or garbage cart cleaning service to residents. She further advised that, upon approval of the utility rates by Council, an aggressive public educational program would commence providing information on cart sizes and their associated costs. Residents would then have an opportunity to complete a form to indicate their choice in cart size including its cost. Where no request has been received by the City by January 31, 2016, residents will automatically receive a 240-litre cart for a single-family home or a 120-litre cart for a townhome.

Robert Gonzalez, General Manager, Engineering and Public Works, commented that the 240-litre cart for a single-family home is the baseline size and that the cost differential associated with an increase or decrease in cart size would be clearly explained in the promotional material.

It was suggested that general information on how to clean and maintain the carts along with the name and contact information of any cart cleaning service provider be made available on the City's website.

Finance Committee
Monday, November 2, 2015

It was moved and seconded

That the 2016 utility budgets, as outlined under Option 3 for Water and Sewer, Option 2 for Drainage and Diking, and Option 1 for Solid Waste and Recycling, as contained in the staff report titled "2016 Utility Budgets and Rates," dated October 21, 2015, from the General Manager, Finance and Corporate Services, and the General Manager, Engineering and Public Works, be approved as the basis for establishing the 2016 Utility Rates and preparing the 5 Year Financial Plan (2016-2020) Bylaw.

CARRIED

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (6:00 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Finance Committee of the Council of the City of Richmond held on November 2, 2015.

Mayor Malcolm D. Brodie
Chair

Heather Howey
Legislative Services Coordinator



Planning Committee

Date: Tuesday, November 3, 2015

Place: Anderson Room
Richmond City Hall

Present: Councillor Linda McPhail, Chair
Councillor Bill McNulty
Councillor Carol Day
Councillor Harold Steves

Absent: Councillor Chak Au

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 October 20, 2015, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

November 17, 2015, (tentative date) at 4:00 p.m. in the Anderson Room

DELEGATION

Daylene Marshall and De Whalen, representing the Richmond Community Services Advisory Committee (RCSAC), and Michael Khoo, representing Richmond School District No. 38, spoke of the Provincial Government's decision to eliminate funding covering Adult Basic Education (ABE) for graduated adults and made a request for Committee to write a letter to the Premier of British Columbia to consider reinstating the funding for the ABE program.

Planning Committee
Tuesday, November 3, 2015

Discussion ensued with regard to (i) potential action that City and Richmond School District No. 38 can take to address the changes to the ABE program, (ii) the relationship between education advancement and poverty reduction, and (iii) the potential impact of the funding changes to low-income and new immigrants utilizing the ABE program to transition into post-secondary education.

In reply to queries from Committee regarding action taken by Richmond School District No. 38, Mr. Khoo noted that the District has not taken an advocacy role with respect to the elimination of Provincial funding for the ABE program. He added that the ABE program was introduced in 2008 as a way for adults to upgrade skills and increase skilled workers in the province.

Discussion ensued regarding the role of Richmond School District No. 38 on addressing the issues related to funding changes to the ABE program.

Discussion further ensued with regard to addressing related issues such as poverty in conjunction with adult education.

In reply to queries from Committee, Mr. Khoo noted that there has been a noticeable reduction in Richmond Continuing Education Program enrollment to six graduated adult students in 2015 from 26 graduated adult students in the year preceding the funding changes. He added that some students may qualify for financial assistance at post-secondary institutions, however; it is difficult to determine what percentage of graduated adult students enrolled in the Continuing Education Program are considered to be low-income individuals.

Discussion took place regarding immigrant settlement programs, and in reply to queries from Committee, Mr. Khoo advised that Richmond School District No. 38 partners with the Federal Government to provide programs to assist new immigrants with settlement in Canada and language training.

Discussion then ensued with respect to (i) action taken by Richmond School District No. 38 on the matter, (ii) alternative options to address funding changes to the ABE program, and (iii) the need for more information on the matter.

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

It was moved and seconded

That the matter be referred to staff and to the Council/School Board Liaison Committee and that information be provided on:

- (1) funding changes to the Adult Basic Education Program; and***
 - (2) action taken by Richmond School District No. 38 to address funding changes to the Adult Basic Education Program; and***
- report back to Planning Committee.***

CARRIED

2.

Planning Committee
Tuesday, November 3, 2015

PLANNING AND DEVELOPMENT DIVISION

1. APPLICATION BY CITY OF RICHMOND FOR A ZONING TEXT AMENDMENT TO THE INDUSTRIAL BUSINESS PARK (IB1, IB2) ZONE TO PERMIT AN INDOOR SHOOTING RANGE AT 7400 RIVER ROAD

(File Ref. No. 12-8060-20-009500; ZT 15-710092) (REDMS No. 4731741 v. 4)

Wayne Craig, Director, Development, briefed Committee on the proposed application, noting that the proposed zoning text amendment would facilitate the relocation of Richmond Rod and Gun Club into a City-owned building and would restrict the proposed indoor shooting range to utilize only air pistols.

In reply to queries from Committee, Mr. Craig advised that the Richmond RCMP has expressed no concerns with respect to the proposed application.

Discussion ensued with regard to a business license application submitted earlier in the year for an airsoft facility that was not approved by the City. Mr. Craig noted that the proposed indoor shooting range would have activities related to target practice using air pistols, compared to the previously proposed airsoft facility that would have activities related to combat simulation. Mr. Craig further noted that the proposed airsoft facility operator was advised they could submit a rezoning application for their proposed facility but the applicant has not pursued a rezoning application to date.

In reply to queries from Committee, Serena Lusk, Senior Manager, Recreation and Sport Services, noted that the Richmond Rod and Gun Club is still working towards the development of their property on Mitchell Island and could potentially utilize the site once their proposed lease of 7400 River Road has expired.

Discussion ensued regarding the safety precautions taken and the equipment used by the Richmond Rod and Gun Club.

In reply to queries from Committee, Mr. Craig noted that the Richmond Rod and Gun Club's site on Mitchell Island was zoned industrial but a rezoning application for the site was considered by Council and has cleared the Public Hearing stage. He added that the Richmond Rod and Gun Club intends to pursue development of the Mitchell Island site once funding issues are resolved.

It was moved and seconded

- (1) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 9500, for a Zoning Text Amendment to the "Industrial Business Park (IB1, IB2)" zone to permit an indoor shooting range at 7400 River Road, be introduced and given first reading; and***

3.

Planning Committee
Tuesday, November 3, 2015

- (2) *That Council, subject to adoption of Zoning Text Amendment Bylaw No. 9500, approve a Permit to operate an Indoor Shooting Range at 7400 River Road, in accordance with Bylaw 4183.*

CARRIED

2. APPLICATION BY ANWER KAMAL FOR REZONING AT 6571/6573 NO. 4 ROAD FROM SINGLE DETACHED (RS1/F) TO TOWN HOUSING (ZT60) – NORTH MCLENNAN (CITY CENTRE)

(File Ref. No. 12-8060-20-009491; RZ 11-578758) (REDMS No. 4643140)

Edwin Lee, Planning Technician – Design, briefed Committee on the proposed application, noting that (i) the site of the proposed development is on a single orphaned lot along No. 4 Road, (ii) vehicle access will be from the adjacent property north of the subject site, (iii) the applicant has notified surrounding property owners of the proposed development, (iv) the proposed development will consist of two and three storey townhomes, and (v) the proposed development will be designed to achieve EnerGuide 82 standards and provide pre-ducting for solar hot water.

In reply to queries from Committee, Mr. Craig noted that vehicle access will be from the adjacent property to the north through an access easement arrangement. Also, he noted that the proposed development will have a stand-alone amenities area. He added that a shared amenity area would require legal agreements to secure a share arrangement and could introduce liability concerns related to the use of play equipment.

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9491, for the rezoning of 6571/6573 No. 4 Road from “Single Detached (RS1/F)” to “Town Housing (ZT60) – North McLennan (City Centre),” be introduced and given first reading.

CARRIED

3. APPLICATION BY LANDCRAFT HOMES LTD. FOR REZONING AT 7180 RAILWAY AVENUE FROM SINGLE DETACHED (RS1/E) TO COACH HOUSES (RCH1)

(File Ref. No. 12-8060-20-009291; RZ 14-674043) (REDMS No. 4740452)

Cynthia Lussier, Planning Technician, briefed Committee on the proposed application, noting that (i) the proposed rezoning application would allow for a coach house on-site with vehicle access from the rear lane, (ii) the proposed application would require a lot size policy amendment, and (iii) the proposed application will include a servicing agreement for off-site improvements to the boulevard on Railway Avenue.

4.

Planning Committee
Tuesday, November 3, 2015

In reply to queries from Committee, Mr. Craig advised that the proposed coach house will not include sundecks facing the rear lane. Also, he noted that staff are recommending that a cherry tree on-site be removed and replaced as the condition and species of the existing tree do not make it an ideal candidate for retention.

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9291, for the rezoning of 7180 Railway Avenue from "Single Detached (RS1/E)" to "Coach Houses (RCH1)," be introduced and given first reading.

CARRIED

4. MANAGER'S REPORT

(i) Row Houses

Discussion ensued with regard to the popularity of row houses in other municipalities.

In reply to queries from Committee, Mr. Craig noted that row houses appear similar to the design of townhouses, however; each row house would have individual service connections and would require a different fire rating for the shared walls. As a result of the different requirements, row houses would be built at an additional cost compared to townhouses. He added that row houses would be individually owned and that the row house development would not stratified.

Discussion then ensued with regard to alternative developments, such as split-level townhomes, to increase ownership opportunities.

(ii) Land Use Contract Information Meeting

Mr. Craig briefed Committee on the upcoming Land Use Contract Information Meeting scheduled for November 5, 2015 at City Hall, noting that staff will be available at the event to answer public queries and that information displays and a frequently asked questions brochure will be available to the public. He added that staff will update Council regarding the outcome of the Land Use Contract Information Meeting.

Discussion ensued with regard to the ownership of houses and the levels of poverty in the City.

In reply to queries from Committee, Cathryn Volkering Carlile, General Manager, Community Services, noted that current data is insufficient to accurately gauge the number of individuals living below the poverty line in the city, however; staff can continue reviewing available data and report findings to Council.

5.

Planning Committee
Tuesday, November 3, 2015

Discussion ensued with regard to newspaper reports claiming that some owners of high-value properties and businesses declare to be low-income. Joe Erceg, General Manager, Planning and Development, advised that the said newspaper reports can be circulated to Council.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:38 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 3, 2015.

Councillor Linda McPhail
Chair

Evangel Biason
Legislative Services Coordinator (Aux.)



City of Richmond

Report to Committee

To: Parks, Recreation and Cultural Services
Committee

Date: October 2, 2015

From: Mike Redpath
Senior Manager, Parks

File: 11-7000-01/2015-Vol
01

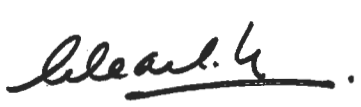

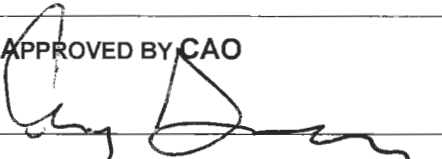
Re: Dog Off-Leash Program Update 2015

Staff Recommendation

1. That the areas at McCallan Road Right of Way/Railway Corridor, Garden City Community Park, and South Arm Community Park as detailed in the staff report titled "Dog Off-Leash Program Update 2015," from the Senior Manager, Parks, dated October 2, 2015, be designated as dog off-leash areas.
2. That the designated dog off leash area pilot project at 7300 Elmbridge Way continue on an annual basis subject to future potential redevelopment of that site.

Mike Redpath
Senior Manager, Parks
(604-247-4942)

Att. 5

REPORT CONCURRENCE		
ROUTED TO: Recreation Services Community Bylaws	CONCURRENCE <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	CONCURRENCE OF GENERAL MANAGER 
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO 

CNCL - 48

Staff Report

Origin

At the June 9, 2014, Parks, Recreation and Cultural Services Committee meeting staff received the following referral:

- (1) That the existing temporary fenced dog off-leash area at Dover Park be relocated to the McCallan Road Right of Way/Railway Corridor and be designated as a fenced dog off-leash area to be reviewed on an annual basis as detailed in the staff report "Dog Off-Leash Program Update 2014" from the Senior Manager, Parks dated May 5, 2014;*
- (2) That the vacant City-owned lot located at 7300 Elmbridge Way be designated as a fenced dog off-leash area as detailed in the staff report "Dog Off-Leash Program Update 2014" from the Senior Manager, Parks dated May 5, 2014 and be reviewed on an annual basis;*
- (3) That a designated fenced dog off-leash area be located on a portion of Garden City Community Park as detailed in the staff report "Dog Off-Leash Program Update 2014" from the Senior Manager, Parks dated May 5, 2014 and be reviewed on an annual basis and;*
- (4) That a designated fenced dog off-leash area be located on a portion of South Arm Community Park as detailed in the staff report "Dog Off-Leash Program Update 2014" from the Senior Manager, Parks dated May 5, 2014 and be reviewed on an annual basis.*

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

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

2.3. Outstanding places, programs and services that support active living, wellness and a sense of belonging.

This report supports Council's 2014-2018 Term Goal #6 Quality Infrastructure Networks:

Continue diligence towards the development of infrastructure networks that are safe, sustainable, and address the challenges associated with aging systems, population growth, and environmental impact.

6.2. Infrastructure is reflective of and keeping pace with community need.

Analysis

Background

With increased growth in Richmond's population and over 7,000 licensed dogs in the City, there is a demand for areas where residents can exercise their dogs off-leash. Dog off-leash areas create opportunities for better socialized and exercised dogs, increased compliance with bylaws outside of off-leash areas, reduced conflict between park users, and social connections between residents.

In order to effectively achieve these positive outcomes without negatively impacting adjacent land uses, dog off-leash areas need to be thoughtfully located, sized, designed and maintained.

With these considerations in mind, the City initiated the Dog Off-Leash Program in 1999. The program has grown to include seven designated dog off-leash areas and four pilot sites installed in 2014 (Attachment 1).

The four pilot sites were installed in the fall of 2014 along with signage inviting public input. To ensure all residents had the opportunity to comment on the program, additional signage was installed in July 2015, providing residents one month notice for public input. Staff visited the sites throughout the year to speak with residents, observe usage and note issues with the areas.

Proposed Program Updates 2015

McCallan Road Right of Way/Railway Corridor

Based on staff observations and public input, while this is the most lightly used of the four pilot locations, feedback has been positive and there is a demand for a dog off-leash area in Terra Nova.

Recommended changes to the McCallan Road Right of Way/Railway Corridor dog off-leash area include installing permanent fencing, gates and seating (Attachment 2).

7300 Elmbridge Way

Public feedback in this location has been very positive and has demonstrated that this is a well-used amenity in what was previously an underutilized open space.

Comments since the start of the pilot program include:

This dog park is getting a lot of use! My partner and I were thrilled to see this dog park and we don't even own a dog.

I want to say thank you for putting in this pilot project as I feel it is bringing people out of their homes and making the area feel like more of a community. I have also noticed that the grass area around our building is already less covered in dog feces which I feel is thanks to the garbage can in that park.

This project really makes our little corner of Richmond feel more like a neighbourhood!

Recommended changes to the 7300 Elmbridge Way dog off-leash area include shifting the fencing south to include trees for shade, installing permanent fencing, gates, seating and improving surfacing to better manage wet conditions in low lying areas (Attachment 3). As this site has future development potential it is recommended that the designated dog off leash area be extended on an annual basis until future redevelopment of the site occurs.

Garden City Community Park

Public feedback in this location has been very positive and has also demonstrated that this is a well-used amenity in what was previously an underutilized open space. Concerns include that the area is too small and lacks adequate seating given the high usage.

Comments since the start of the pilot project include:

There are many dog owners in townhouses and condos in this area. We do not have green space that dogs can run freely in. This solves the problem. Good use of space – No one used this area of the park before.

It is being regularly used by a large number of people and dogs and has already added a vibrancy and community spirit to this neighbourhood. Many would like to see the park bigger.

Recommended changes to the Garden City Community Park dog off-leash area include increasing the size of the area, installing permanent fencing, gates, seating and improving surfacing to better manage wet conditions in low lying areas (Attachment 4).

South Arm Community Park

Public feedback has been generally positive with many residents expressing appreciation for having a place to exercise and socialize their dogs and to meet other dog owners. The primary concerns raised by park users at South Arm Community Park are that it is muddy and slippery in the winter months, grass in low lying areas is damaged, and that the area is too small to properly exercise their dogs.

Comments since the start of the pilot project include:

I would like to thank the community so much for putting an off-leash park in my area. I was able to meet so many helpful dog owners who shared their tips and tricks when it comes to caring for my dog.

Leading up to the installation of the fenced off-leash area in South Arm Park, we were concerned that it would be ugly and obtrusive. However, now that it's in, we are relieved that the height is low and it's a muted black colour.

In July 2014, prior to the installation of the dog off-leash area, a petition was submitted to the City raising concerns related to the appearance, noise, parking and loss of open areas. The public feedback that has been received since the installation of the pilot dog off-leash area does not indicate these are significant issues. Concerns related to the appearance of the park will be addressed through the installation of permanent fencing, gates, seating, landscaping and

improved surfacing. Enlarging the area will not only allow more space for dogs to exercise but will also reduce overall wear and improve the look of the park.

Recommended changes to the South Arm Community Park dog off-leash area include increasing the size, installing permanent fencing, gates, seating, additional landscaping elements and improved surfacing to better manage wet conditions in low lying areas (Attachment 5).

Financial Impact

There is no financial impact as a result of this report. Installation of permanent fencing and other amenities will be funded through the capital process.

Conclusion

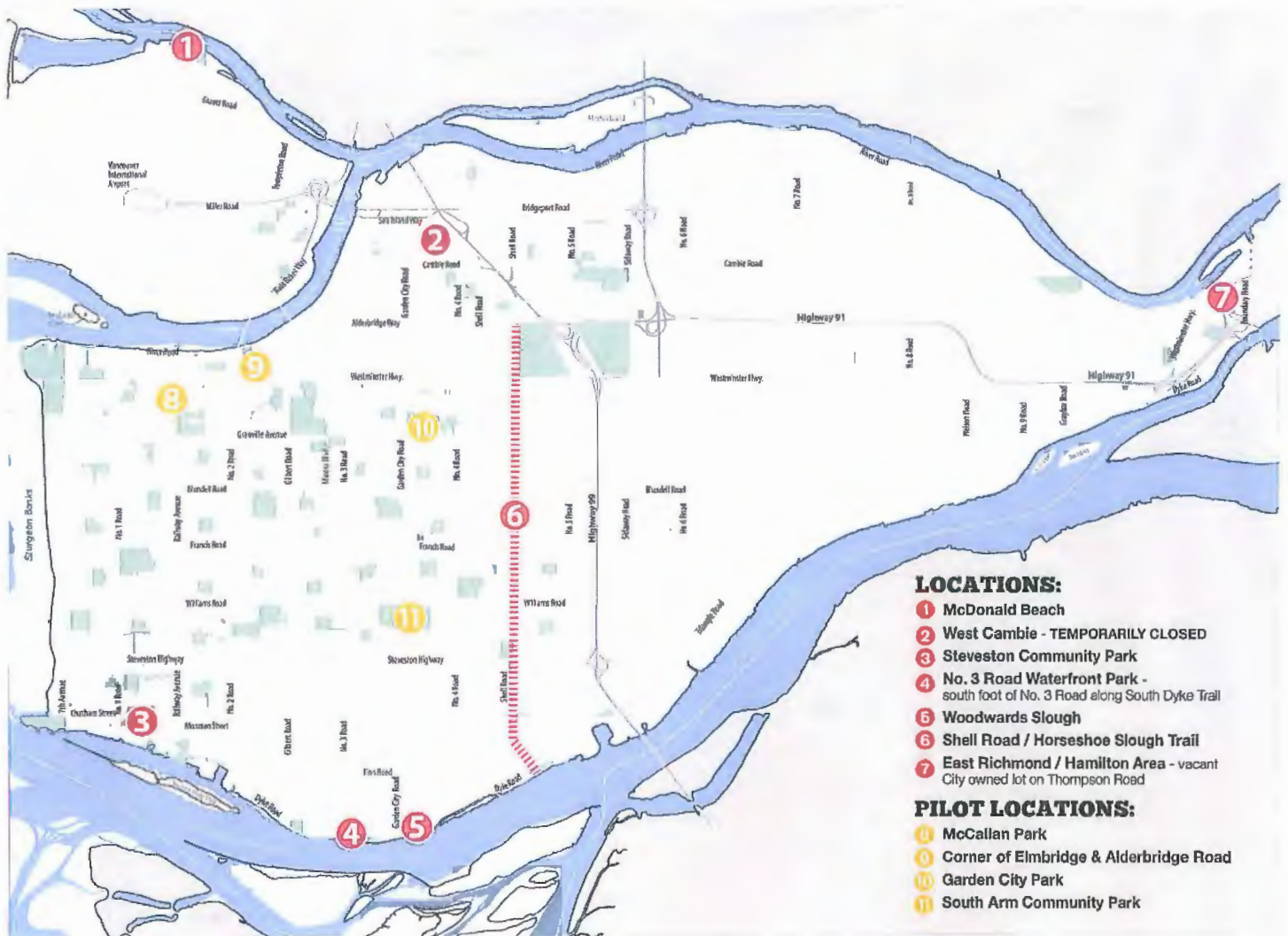
Since the inception of the Dog Off-Leash Program in 1999, the City has been proactive in continuing to expand and refine the program while respecting adjacent land uses. The program will continue to be reviewed on an ongoing basis and consideration will be given to additional areas in future park planning.



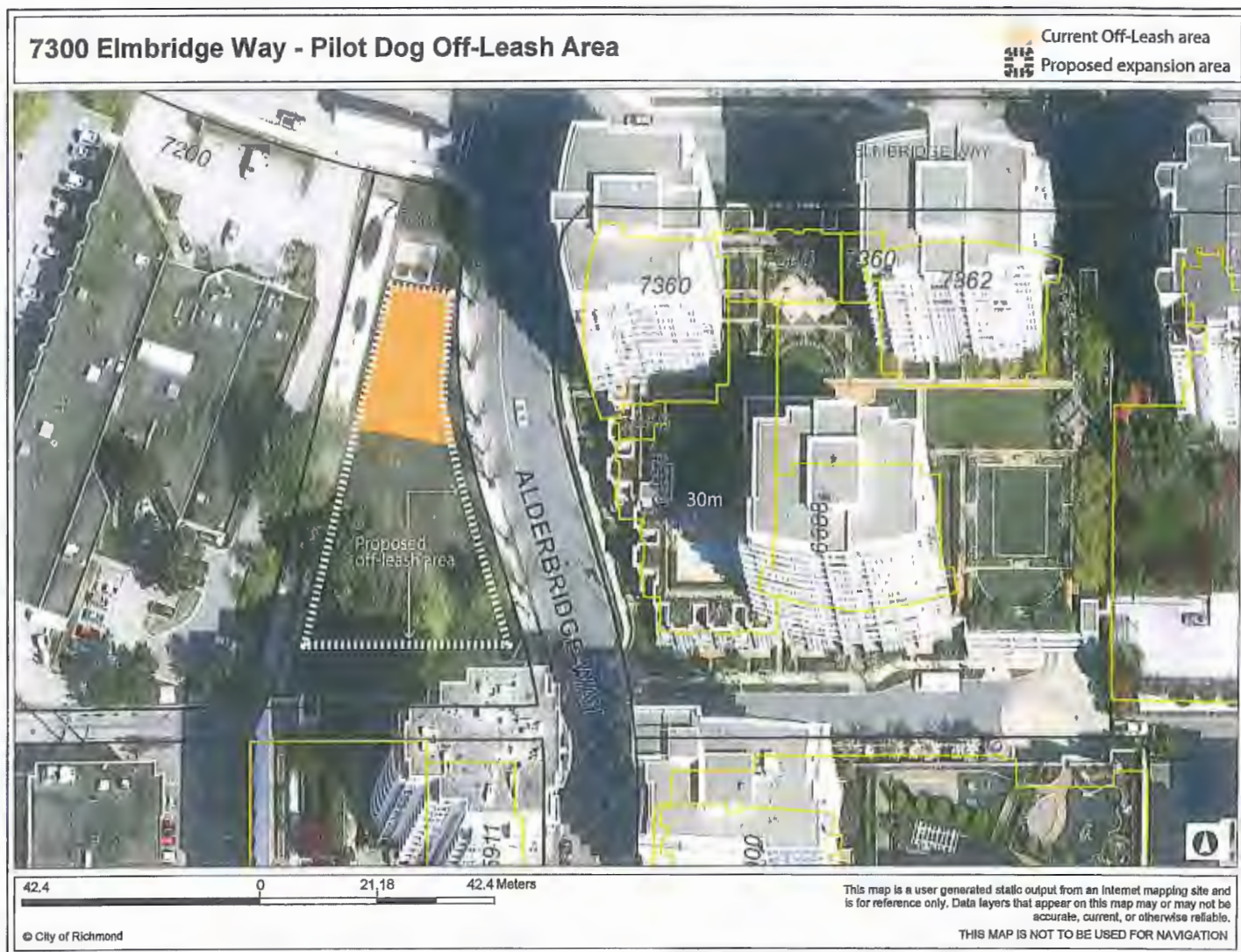
Marie Fenwick
Manager, Parks Programs
(604-244-1275)

- Att. 1: Map – Dog Off-Leash Areas in Richmond
2: Map – McCallan Road Right of Way/Railway Corridor – Pilot Dog Off-Leash Area
3: Map – 7300 Elmbridge Way – Pilot Dog Off-Leash Area
4: Map – Garden City Community Park – Pilot Dog Off-Leash Area
5: Map – South Arm Community Park – Pilot Dog Off-Leash Area

Dog Off-Leash Areas in Richmond













City of Richmond

Report to Committee



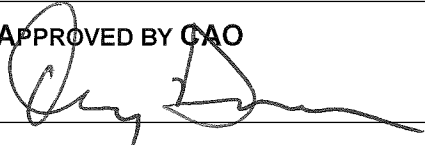
To: Parks, Recreation and Cultural Services Committee
From: Serena Lusk
Senior Manager, Recreation and Sport Services
Date: October 6, 2015
File: 11-7000-01/2015-Vol 01
Re: **Richmond Community Wellness Strategy Impact Report 2010-2015**

Staff Recommendation

That the staff report titled "Richmond Community Wellness Strategy Impact Report 2010-2015," dated October 6, 2015, from the Senior Manager, Recreation and Sport Services, be received for information.

Serena Lusk
Senior Manager, Recreation and Sport Services
(604-233-3344)

Att. 1

REPORT CONCURRENCE		
ROUTED TO: Community Social Development Arts, Culture & Heritage	CONCURRENCE <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	CONCURRENCE OF GENERAL MANAGER 
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO 

Staff Report

Origin

Council endorsed the Richmond Community Wellness Strategy (the “Strategy”) in February 2010. The Strategy was developed by the City, in partnership with Vancouver Coastal Health (VCH) and the Richmond School District (SD38) as an integrated, holistic and collaborative approach to wellness for Richmond. The Strategy’s vision focused on improving community connectedness and sense of belonging as a road to greater physical activity and health.

Since the endorsement of the Strategy, all three partners have worked both collaboratively and independently to improve wellness in the community. It was recognized early on that wellness falls under the jurisdiction of all organizations and groups and that no one organization is responsible for the success of this Strategy.

As the Strategy nears the end of its life, the agencies involved have reviewed the impact of their work. This report highlights the accomplishments towards the strategic directions and the impact the associated actions have had on the community. This report also presents recommendations for the next steps for an updated wellness strategy.

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

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

2.3. Outstanding places, programs and services that support active living, wellness and a sense of belonging.

This report supports Council’s 2014-2018 Term Goal #5 Partnerships and Collaboration:

Continue development and utilization of collaborative approaches and partnerships with intergovernmental and other agencies to help meet the needs of the Richmond community.

5.2. Strengthened strategic partnerships that help advance City priorities.

Analysis

The Strategy outlined seven strategic directions to help achieve three high level outcomes (Table 1). The development of the Strategy created a unifying framework for wellness across Richmond and provided guidance to three key organizations within Richmond to act to improve wellness.

Table 1: Outcomes and Strategic Directions of the Richmond Community Wellness Strategy

Outcomes	Strategic Directions
<ul style="list-style-type: none"> • An increased permanent commitment to wellness and well-being. • Increased physical activity and physical fitness. • An increased sense of connectedness to the community. 	Increase active living literacy.
	Help children and youth build healthy habits.
	Reduce barriers to living a physically active life for vulnerable populations and people with a disability.
	Build a connected and activated social environment.
	Create urban environments that support wellness and encourage physical activity.
	Promote health literacy and individually-focused health care.
	Measure and share our success.

Impact

To date, as a community, significant progress has been made on all strategic directions. Both independently and collectively, the City, VCH, and SD38 have developed innovative and positively received initiatives and programs. The agencies have worked to educate and encourage the residents of Richmond to participate in an active, healthy lifestyle, as well as to provide them with opportunities that increase their level of community engagement.

The City, VCH and SD38 were able to leverage their individual expertise and resources to jointly deliver programs and services. The Strategy was able to create an increased capacity for wellness within the community through collaboration, networking and partnership opportunities.

Since the implementation of the Strategy in 2010, the number of residents participating in active living initiatives has increased. There is evidence of wellness outcomes across the community with demonstrated increases in activity levels and an improved commitment to wellness, as evidenced by the examples below:

- Walk Richmond has had a 27 percent increase in participation over the past 5 years.
- Since its creation, over 600 children have participated in physical literacy programs.
- Kidsport has increased the number of children it is able to support by 30 percent over the past 5 years.
- Move for Health has expanded from a one day to a week-long event.
- The number of participants in the Wellness Connections Program has doubled since 2010.

More detailed information on the impact of the Strategy are captured in the Richmond Community Wellness Strategy Impact Report 2010-2015 (Attachment 1). The Report highlights some of the achievements and community stories that describe the impact of wellness programs.

Lessons Learned

While the first iteration of the Strategy was considered successful by all involved, lessons can be learned from its development and implementation.

The following recommendations are for consideration for the future iteration of the Richmond Community Wellness Strategy:

1. The Strategy provides broad direction in improving wellness. It is suggested that the next iteration of the Strategy provide more directive actions, including identifying the specific areas of responsibility for each agency, creating formalized partnerships and being more intentional about developing community wellness programming that spans the mandates of all of the agencies.
2. The current Richmond Community Wellness Strategy was focused on increasing physical activity and community engagement; however the definition of wellness is broader than those two areas. It is suggested that the future Strategy encompass a broader definition to include the areas of mental health and social well-being. Expanding the definition will help align it with other strategies and priorities identified of the agencies involved.
3. Many innovative programs and initiatives emerged from the Strategy and there was an opportunity to share promising practices and build capacity across Richmond. In the future, there needs to be a framework to share information and best practices. More emphasis needs to be placed on knowledge transfer between organizations.
4. The Strategy should guide programming and policy across organizations. In order to accomplish this effectively, a communications plan needs to be included in the Strategy in order to increase awareness within and across agencies.
5. Monitoring and evaluation should be built into future strategies. Collecting outcome data that speaks to wellness measures that are consistently collected across all organizations can enable a fulsome evaluation of the impact of the Strategy.

All three agencies are committed to developing the next iteration of the Richmond Community Wellness Strategy. A one-time expenditure has been submitted for 2016 to assist with developing the Richmond Community Wellness Strategy in conjunction with the Recreation and Sport Strategic Plan. VCH has also agreed to assist in funding the development of the updated Strategy.

Financial Impact

A one-time expenditure request of \$75,000 to renew the Richmond Community Wellness Strategy in conjunction with the Recreation and Sport Strategy Plan has been submitted for consideration in the 2016 budget process. The requested expenditure is the City's contribution to the development of the Strategy. VCH has agreed in principle to assist in the funding but at this time is unable to confirm the amount of the contribution. SD38 has agreed to provide in-kind assistance.

Conclusion

The Richmond Community Wellness Strategy was intended to form the basis for a cross-agency coordinated approach to meeting the wellness needs of all in Richmond. While many strides were taken in this collaborative approach, more work can be done to further a more strategic and intentional approach to community wellness. Richmond was the first community in BC to develop this type of agreement with health and education agencies. Renewing and strengthening this commitment will allow Richmond to take advantage of opportunities to more effectively link provincial initiatives (health and education) with community-level strategies and initiatives.



Charlene Phung
Research Planner 2
(604-233-3321)

Att. 1: Richmond Community Wellness Strategy Impact Report 2010-2015

Richmond Community Wellness Strategy Impact Report (2010–2015)



School
District #38
(Richmond)

Vancouver
Coastal Health
Promoting wellness. Ensuring care.

Richmond



Richmond Community Wellness Strategy Impact Report (2010–2015)

About the Strategy

The Richmond Community Wellness Strategy is a framework that guides community wellness through a holistic and highly collaborative approach. The development of the strategy showed a commitment by the City of Richmond, Vancouver Coastal Health, and School District No. 38 to work together to improve wellness in Richmond. The Wellness Strategy identifies seven strategic directions that lead to three outcomes:

STRATEGIC DIRECTIONS

- Increase Active Living Literacy
- Help Children and Youth Build Healthy Habits
- Reduce Barriers to Living a Physically Active Life for Vulnerable Populations and People with a Disability
- Building a Connected and Activated Social Environment
- Create Urban Environments that Support Wellness and Encourage Physical Activity
- Promote Health Literacy and Individually-Focused Health Care
- Measure and Share Our Success

OUTCOMES

- An increased permanent commitment to wellness and well-being
- Increased physical activity and physical fitness
- An increased sense of connectedness to the community

Message from the Partners

The City of Richmond, Vancouver Coastal Health, and School District No. 38 have worked both collaboratively and independently to improve wellness in the community. It was recognized early on that wellness falls under the jurisdiction of all agencies and groups and that no one agency is responsible for the success of this strategy.

The experience of developing and implementing the Community Wellness Strategy has built a common foundation of collaboration and partnership. The work has facilitated and strengthened relationships between wellness-serving organizations in Richmond. This being said, work must continue to improve outcomes for residents of Richmond. The review of the impacts of the strategy to date provides opportunity to reflect, not only on successes, but also recommend elements to incorporate into a renewed Community Wellness Strategy that promises to provide even greater impacts to wellness in Richmond.



Strategic Direction #1:

Increase Active Living Literacy

Imagine Richmond as a place where...everybody knows the value of living an active and healthy lifestyle, where residents have ready access to information on how and where they can be active and that our adults know the benefits of being Active for Life.



38% walk 30 mins
per day for recreation
and leisure

38% get 150 mins or
more of exercise per week

72% felt that there were lanes
and pathways for them to walk
and ride their bikes

(2015) My Health My Community Survey: Richmond Community Profile



Highlighted achievements

INCREASING ACTIVE LIVING LITERACY

- Since 2010, 571 girls have participated in G.O. (Girls Only) Day, an annual day-long event at which they are given the opportunity to experience unique activities and gain understanding about their personal barriers to being physically active. The impact of this initiative has been extended through the addition of G.O. Day clubs, reducing barriers for participants to maintain their interest in healthy, active, extracurricular activities.
- Richmond's Move for Health Week initiative provides opportunities for members of the public of all ages and abilities to connect with sport, activity and wellness-serving organizations and discover the benefits of healthy active living. Throughout the city, residents are encouraged to participate in activities offered at community facilities at a low cost or free admission.
- Walk Richmond, the City of Richmond's free community walking program coordinated through the Richmond Fitness and Wellness Association, saw a total of 1,042 participants in 2014, with 169 new walkers attending. That is up from 761 in 2010.
- Vancouver Coastal Health, School District No. 38, the City of Richmond, Richmond Public Library and Richmond Children First collaborate to deliver an annual bookmark contest to encourage children to think about health holistically and to express their thoughts through art. Annually, over 2,500 children participate from public and independent elementary schools and over 30,000 bookmarks are distributed.

Success story

WALK RICHMOND

Tina has lived in Richmond for five years with her three sons. Her family's participation in recreation activities only consisted of visits to their neighbourhood park until she discovered the Walk Richmond Guidebook in Chinese at her local community centre. This inspired her to attend a session of the free walking series, which opened up a new world for her. She has attended Walk Richmond walks for over a year now, which has led her to the discovery of many trails and parks, introduced her to new friends, and even helped her hone her English language skills.

Attending Walk Richmond walks has led Tina to discover new parks and trails, introduced her to new friends, and helped her hone her English language skills.

Tina's youngest son Hardison almost always comes to the walks with her and he looks forward to them. These walks have helped to build his strength and independence as well as show him that regular walking is a vital component of a healthy lifestyle. Tina is keeping her pre-diabetes in check, discovering her community and modelling active living for her family thanks to Walk Richmond.

Success story

MOVE FOR HEALTH WEEK INITIATIVE

Since expanding from a one-day event to celebrate the World Health Organization's Move for Health Day (May 10) to a week of wellness-related programming and promotion in 2013, many more community partners have been inspired to get involved. For the past three years, Move for Health Week has wrapped up with the Move for Health Festival, an event that is planned and delivered in partnership with Vancouver Coastal Health, the City of Richmond and the Community Associations who deliver programs and services in Richmond's community facilities. Since 2014, Richmond Sports Council's "Discover your Sport" initiative, along with Walk with your Doc, a Doctors of BC initiative that gives doctors an opportunity to get out of the office and share a healthy behaviour together with their patients, have been integrated into the festival. The Wee Walk event for preschool-aged children was expanded in 2015 to include private daycares and preschools as well as School District No. 38's Strong Start Centres.

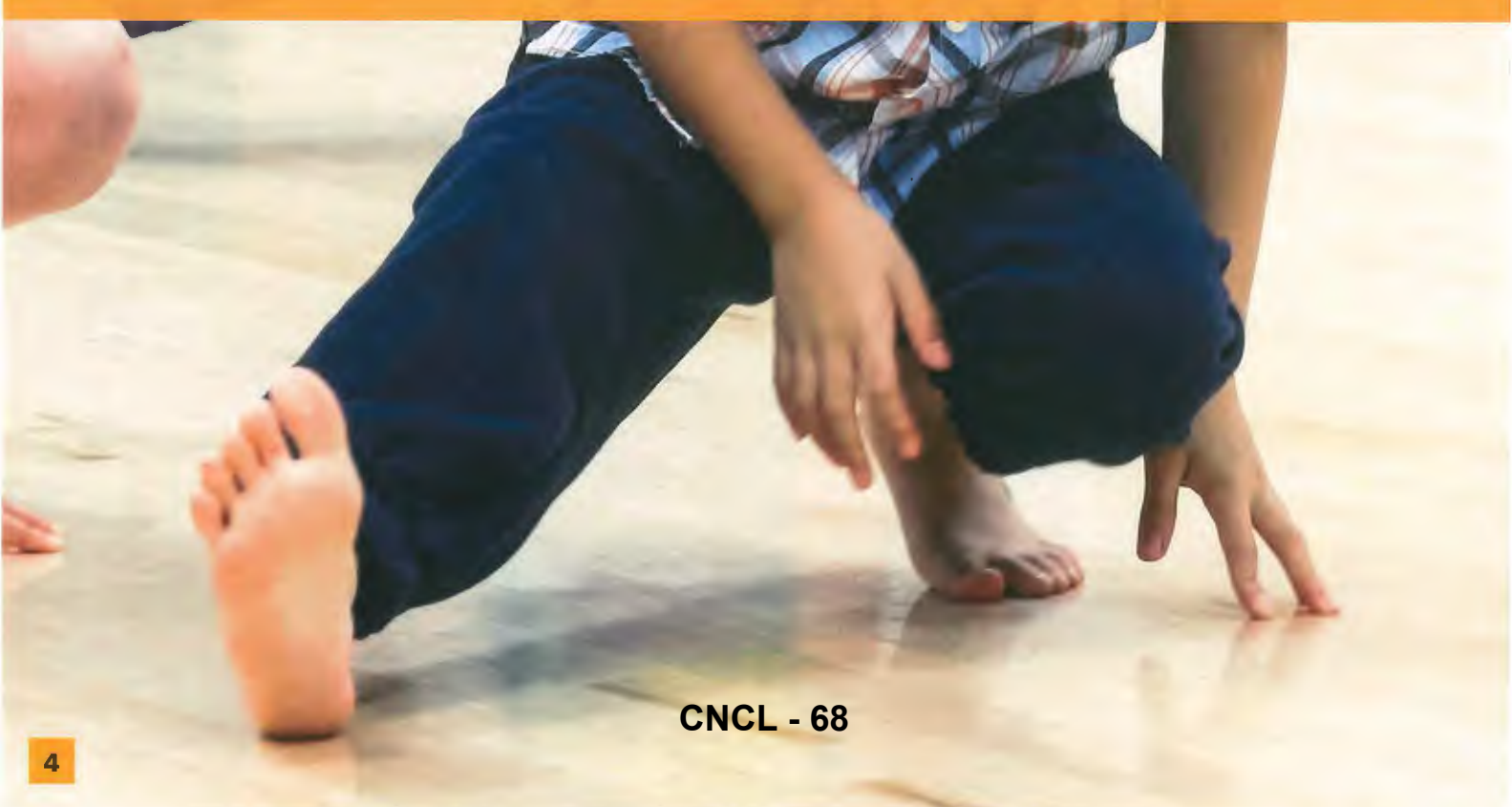
The Move for Health Week initiative has not only promoted active living literacy and fostered relationships between organizations, but has also impacted programming decisions, as illustrated at Steveston Community Centre. According to the Fitness Coordinator, "We offered the 'Meditation Made Easy' session as a pilot class during Move for Health Week 2013. Although not a physically active class, we felt strongly that it was a fit as mental well-being is just as important [as physical health]. We were pleasantly surprised to see that 25 adults registered for the session. The positive feedback and interest this program sparked was our incentive to offer sessions throughout the year. We now run a monthly meditation course, which has been very well-attended."



Strategic Direction #2:

Help Children and Youth Build Healthy Habits

Imagine Richmond as a place where... our children and youth are physically literate, the majority of children and youth walk to school and our children and youth grow up to be healthy and active adults.



86% of youth feel that participating in sports help youth grow and develop in positive ways*

61% of students aged 18 and older participated in 60 minutes of exercise on at least three days in the past week**

11% of youth aged 12 to 17 do an hour of moderate to vigorous physical activity every day**

* (2014) Youth Survey: Where Youth Thrive: Richmond ** (2015) McCreary Centre Society, Adolescent Health Survey



Highlighted achievements

PROMOTING HEALTHY HABITS IN CHILDREN AND YOUTH

- The Grade 5 Active! Pass program provides Grade 5 students free access to swimming, skating and drop-in programs in various community centres. The pass results in over 5,900 visits to facilities per year.
- The Art Truck outreach program, piloted in one elementary school in 2013/2014 and expanded to three elementary schools in 2014/2015, exemplifies the impact that a coordinated approach to delivering programs/services can have on the healthy development of children and youth.
- The Richmond Youth Media Program supported by the Vancouver Coastal Health- Sharon Martin Community Health (SMART) Fund, is a referral based program that connects youth with positive peer and adult mentors while developing media arts skills.
- The City of Richmond's Community Recreation Department and the Richmond Olympic Oval are actively promoting physical literacy. Since 2012, 70 physical literacy programs have been held for children aged 2-12 years and more than 80 instructors have been trained.

SUPPORTING CHILDREN'S RIGHT TO PLAY

- School District No. 38's Kindergarten programs, Strong Start Centres and Early Years programs are guided by the belief that "much of children's early learning takes place through play."
- Through the "Respectful City" initiative, School District No. 38 and City of Richmond have been working towards a vision that Richmond is a safe, caring and connected community that values individual differences. In 2015, the mayor proclaimed the day as ERASE Bullying Day, and all schools and civic facilities displayed the same poster to indicate February as ERASE Bullying month and Feb 25 as Pink Day.

Success story

PHYSICAL LITERACY

According to preschool teacher Alexis Alblas, who has worked with preschool-aged children at Cambie Community Centre for over 20 years, physical literacy, or the development of fundamental movement skills, is just as important as the ability to read and write. Physically literate individuals move with poise, confidence, competence and creativity in different physical environments.

Five years ago, the City of Richmond implemented a series of recreation programs teaching physical literacy skills. Alexis recalls the story of one student's journey: "When Jenny entered our classroom she was paralyzed with fear when we went outside. To encourage her to try balancing, I put out planks that she eventually, tentatively, walked along.

... physical literacy, or the development of fundamental movement skills, is just as important as the ability to read and write.

Slowly she began to loosen up. As Jenny became comfortable, we placed the plank on an incline. Slowly, slowly Jenny mastered this ramp. With this new-found confidence, Jenny began to speak out more in class, try new things and explore. My proudest moment with Jenny was watching her try to swing on a rope. She couldn't reach the rope, so she looked around (you could see her brain working, trying to figure out what would work for her) and then she brought a tricycle over to the tree. Jenny climbed onto the seat of the bike and then onto the handlebars. She was completely confident, happy, coordinated and at peace because she had figured out how to achieve her goal of swinging on the rope."

Success story

ART TRUCK

Through the Richmond Arts Centre's Art Truck initiative, and thanks to a partnership between Vancouver Coastal Health-Richmond Public Health, the City of Richmond and Richmond School District No. 38, children at three elementary schools were engaged in art activities after school, offered through both traditional and unconventional mediums (i.e. theatre, dance, paint), and led by professionally trained artists and skilled instructors. As part of the program, a healthy snack that follows the "Food and Beverage Sales in BC Schools Guidelines" was provided. The blending of active living and healthy eating initiatives in this after school program helped the children gain confidence and skills, while providing an opportunity for them to be active, eat healthily and have positive adult and peer connections. In a survey conducted by the public health nurse overseeing the pilot program in 2014, students reported that the sessions made them feel "happy, confident, energetic, talented/creative, calm and connected."



Strategic Direction #3:

Reduce Barriers to Living a Physically Active Life for Vulnerable Populations and People with a Disability

Imagine Richmond as a place where...there are a range of opportunities for affordable recreation, where the cost of a program is not a significant barrier to participation (because there are a range of subsidies or initiatives available to offset cost) and where people living in discouraged situations have a variety of recreational and wellness opportunities available to them.



10% indicated that the cost of programs was a barrier to participation

(2015) Community Needs Assessment

90% of those aged 75–84 years old visited a City of Richmond facility or park in the past year.



Highlighted achievements

REDUCING BARRIERS TO PARTICIPATION

- The Richmond KidSport chapter, through Richmond Sports Council, annually funds close to 200 children who would otherwise be unable to participate in community sports.
- The Ross Lumb Memorial Trust Fund assists students in School District No. 38 with socio-economic barriers to participate in school-based sports, athletic activities, camps, field trips, and school projects.
- A review of the Recreation Fee Subsidy program has been initiated and a report will be presented to Council in fall 2015.
- The City of Richmond's Youth Services Roving Leaders and School District No. 38 partner to offer Physical Recreation Programming for isolated and vulnerable youth at Horizons/Station Stretch.

IMPROVING ACCESS TO RECREATION AND WELLNESS SERVICES

- The Wellness Connections program reaches out to isolated seniors – particularly Chinese-speaking older adults. The program served over 100 isolated, at risk and vulnerable seniors in 2014 and held a waitlist of 30-40 throughout the year.
- The Garratt Wellness Centre provides programs to address community needs around chronic disease prevention and management.
- The Vancouver Coastal Health-Richmond Shapedown program in Chinese helps children, teens and their families achieve healthy weights through healthy living. A team consisting of a counselor, a dietitian and a fitness professional work with families to teach the life skills needed for ongoing health and wellness.
- The City of Richmond partnered with the Rick Hansen Foundation on an online accessibility rating tool called "planat" that gives in-depth accessibility ratings to over 25 City and partner facilities.

Success story

WELLNESS CONNECTIONS

When staff at Minoru Place Activity Centre first met Mildred, she was frail and felt isolated as her children had grown and moved away, she had retired from her job and her husband had passed away. Mildred discovered the centre after seeing a brochure that had been delivered to her apartment building describing the Wellness Connections program, a city-wide outreach program targeting frail, at-risk and isolated seniors. Offered two days a week at Minoru Place Activity Centre in both English and Chinese, the program provides seniors opportunities for socialization with their peers and is aimed at re-connecting them back to their community. Having evolved from a UBCM funded pilot project, this program includes home pick-up/drop-off, one-on-one support provided by volunteers, reminder calls, educational and leisure programming, specialized fitness, a hot lunch and access to on-going leisure counselling including referrals to health care services and wellness programs.

"...I just want somewhere to go"

Since joining this program, Mildred has tried Tai Chi, taken drawing and sketching lessons, picked up cooking and nutrition tips, made new friends and much more. As Mildred says, "Why stay home? At least I have somewhere to go. My husband died a few years ago and I'm alone. I just want somewhere to go."

Educational workshops are provided by community partners including the Arthritis Society, Richmond Addiction Services, Richmond Cares, Richmond Gives, Vancouver Coastal Health's Falls Prevention & Nutrition Services and the Alzheimer's Society of BC.

Success story

GARRATT WELLNESS CENTRE

A shining star in our community is the Garratt Wellness Centre. This decommissioned elementary school was purchased by the City and is leased to Vancouver Coastal Health at nominal cost, under a joint operational agreement. It is a true collaboration; the City maintains the building and offers fitness programs on site for individuals with chronic disease, while Vancouver Coastal Health oversees daily operations, including identifying community organizations in need of space and support that can operate at the centre free of charge. The teaching kitchen provides much needed instructional space for a wide range of groups teaching healthy food choices. The centre is also the home of the Physical Activity Line (PAL), a Healthy Families BC initiative through which anyone can call for free fitness and exercise advice provided by Certified Exercise Specialists.



Strategic Direction #4:

Building a Connected and Activated Social Environment

Imagine Richmond as a place where... the majority of residents volunteer, where neighbours know neighbours, where people 'feel they belong' and can make a positive contribution to their community. Imagine Richmond as a place where... the majority of residents volunteer, where neighbours know neighbours, where people 'feel they belong' and can make a positive contribution to their community.



23% volunteer at least once a week*

56% feel a somewhat strong or very strong sense of belonging to their community*

The longer an immigrant lives in Richmond the greater their sense of belonging.

7% immigrants ≤5 years reported a very strong sense of belonging vs **47%** immigrants ≥20 years**

* (2015) My Health My Community Survey: Richmond Community Profile ** (2012) Healthy Richmond Survey



Highlighted achievements

PROMOTING COMMUNITY ENGAGEMENT

- Social participation and having strong social networks and support is related to longevity and good health. Volunteering is a way to promote social networks. There are over 8,800 volunteers registered with the City of Richmond who have contributed more than 311,969 hours since May 2009.
- A "Youth Volunteer Opportunities" link has been added to the icanhelp.richmond.ca website to allow youth to more easily access relevant volunteer opportunities.
- The Youth Street Team provides volunteer opportunities for youth to promote the 40 Developmental Assets and connect with members of the community at Richmond events during the summer months.
- A New Horizons for Seniors Intergenerational Mentoring Project Grant of \$20,111 provided the opportunity for the City of Richmond (along with Minoru Seniors Society, City Centre Community Centre and Richmond Arts Centre) and School District No. 38 to work in a coordinated fashion to deliver a variety of intergenerational opportunities throughout the 2014/2015 school year.

BUILDING COMMUNITY CONNECTIONS

- The New Canadian Tours Project brings new immigrants and refugees into City Hall and City of Richmond recreation and cultural facilities to learn about local government and services.
- The City of Richmond Newcomers Guide, a publication that assists new immigrants with all major aspects of settlement in Richmond including a significant focus on recreational and cultural opportunities, is now in its third edition and is available in English, Chinese, Tagalog, Russian and Punjabi.
- The Richmond Intercultural Advisory Committee (RIAC) Intercultural Strategic Plan has been updated to include a range of actions aimed at promoting cultural harmony and assisting newcomers to access services.

Success story

VOLUNTEERING

Minoru Place Activity Centre utilizes many volunteers for delivery of programs and services to seniors and the Centre's volunteer coordinator has seen much evidence of the positive impact of volunteering. This is particularly evident for the 22 volunteers in the cafeteria who range in age (from 17-70 years) and ethnic background (Japanese, Chinese, German, British, Scottish, African and Indian).

As the coordinator says, "I was pleased to find out that groups of volunteers get together for lunches and dinner outside the centre. They have found connection. It has been a common theme amongst some volunteers to want to meet friends again after a loved one has died – for that social connection. Several have found a sense of purpose in their lives again. Regardless of their ethnicity and age and capability they have found a sense of worth and belonging."

As one of the volunteers says, "I feel like I have found a new family here. There is a real sense of ownership and teamwork in this place."

Success story

SENIORS INTERGENERATIONAL MENTORING PROJECT

A New Horizons for Seniors Intergenerational Mentoring Project Grant funded the major project titled "Life's Little Things: Past and Present." It was facilitated by a specialized arts instructor who guided seniors from Minoru Place Activity Centre and students from three elementary schools in sharing experiences and stories that were then used to create a collage. The children were curious and asked valuable, thought-provoking questions, which was a fun opportunity for the seniors to share their stories.

As one senior commented after the end of the first session, "The children asked me if I feel like I missed out on the IPAD, IPOD and other pieces of technology, and I said, 'Son, we invented them.'" This particular senior continued to reflect on his memory of experiencing the first computer back in his career; his smile was gleaming as he reflected back in time and shared his story.

In addition to the featured project, a number of additional intergenerational opportunities were coordinated through the clubs and groups from Minoru Seniors Society.

As one Grade 5 student wrote, "I really enjoyed carpet bowling; it was really fun although I was terrible at it. I also really enjoyed baking because I always wanted to bake but my mom won't let me... I had sooo much fun and I hope to come back next time!!"

"I really enjoyed carpet bowling; it was really fun although I was terrible at it. I also really enjoyed baking because I always wanted to bake but my mom won't let me... I had sooo much fun and I hope to come back next time!!"

CNOL-73 In total, 661 children and 336 seniors participated in the project.



Strategic Direction #5:

Create Urban Environments that Support Wellness and Encourage Physical Activity

Imagine Richmond as a place where... people regularly walk, bike or take public transit, where food is grown locally, where older adults are able to age-in-place and where a range of housing options are available.

39% strongly agreed that there are shops, restaurants, and facilities within walking distance from their home.*

21% eat ≥ 5 fruits or vegetables per day. **

Women and those between the ages of 40 and 59 are most likely to eat the recommended amount.

* (2015) My Health My Community Survey: Richmond Community Profile ** (2012) Healthy Richmond Survey



Highlighted achievements

CREATING ACTIVE URBAN ENVIRONMENTS

- Wellness objectives are being integrated into land-use planning and transportation policies and bylaws, as well as strategic documents within the City.
- The 2041 Official Community Plan (OCP) establishes a more comprehensive vision for the future of the City than any of the previous OCPs. For the first time, a chapter of the OCP is dedicated to "Recreation and Community Wellness" to ensure future planning and development is compatible with the City's active living and wellness objectives.
- The City of Richmond, in partnership with Thompson Community Association and the Richmond Schoolyard Society, launched Richmond's first non-profit Nature Preschool in the fall of 2014, at the restored Edwardian Cottage in Terra Nova Rural Park.

CREATING COMMUNITY GATHERING PLACES

- Development has commenced or has been completed on several locations for gathering spaces, plazas, and squares, such as the Cultural Centre Rooftop Garden, Thompson Youth Park, King George Park, the Oval West Waterfront Park and the Minoru Complex.
- Acquisition and development of parks and public open spaces continues to be a focus in areas that do not meet Richmond's standards for distribution and access, especially in the rapidly redeveloping areas of the city centre.

IMPROVING ACCESS TO LOCAL FOOD

- The City of Richmond has 300 community garden plots at eight locations throughout the city, including several at school sites. The gardens are managed in partnership with the Richmond Food Security Society.

Success story

TERRA NOVA

Terra Nova Rural Park epitomizes an urban environment that supports wellness and encourages physical activity. Highlights include five partnerships (with Kwantlen Polytechnic University's Richmond Farm School program, the Sharing Farm Society, Richmond Food Security Society, Richmond Schoolyard Society and the Terra Nova Nature Preschool) that have resulted in 200,000 lbs of food being grown and donated to Richmond families in need since 2008, events such as the Garlic Festival, an award-winning natural play environment and Richmond's first nature preschool.

The Terra Nova Nature Preschool was founded on the belief that the whole community benefits when children learn to value and recognize our natural resources; participate in the cultivation of a local food system; and represent their knowledge, ideas and perspectives in a multitude of ways.

As one Nature School parent says of her daughter's experiences, "Being outside has given my child the space to grow into herself. It's given her the freedom and independence to explore, learn and take ownership of the world around her."

"Being outside has given my child the freedom and independence to explore, learn and take ownership of the world around her."

The educators have observed firsthand that spending more time outdoors leads to a sense of health and wellbeing not only for the children in the program, but also for their families. They have noticed many parents and grandparents walking the pathways at Terra Nova Rural Park while their child or grandchild is attending preschool.

Children agree that being outside is good for their health. On being outdoors, Olina, five years old, says "It makes me feel happy, but a little tired in my back. And then my heart feels full, full of the flowers."

Success story

COMMUNITY GARDENS

The community garden at General Currie Elementary School has positively impacted community wellness in a number of ways: creating recreational and educational opportunities, stimulating social interaction and providing opportunities for intergenerational and cross-cultural connections.

According to the school principal, the evolution of the garden has truly been a collaborative effort, from its original conception to construction and now its ongoing use. The school PAC provided the initial "seed" funding, School District No. 38 donated the sheds, the City of Richmond provides the water and Richmond Food Security manages the allocation and administration of the garden plots. The garden truly is an "outdoor classroom", giving children the opportunity to get their hands dirty and (for some) to try varieties of fresh vegetables for the first time, as well as see gardeners in action at the community plots.

As one Grade 1 student reports, gardening is important because, "...if the market doesn't have any food, you can grow stuff. You can make a garden anywhere, except on a street, as long as you have dirt."



Strategic Direction #6:

Promote Health Literacy and Individually-Focused Health Care

Imagine Richmond as a place where... residents have high levels of health literacy, are easily able to access and use health information and are able to seamlessly transition into adopting healthier lifestyles.



42% rate their overall health as excellent or very good*



52% rate their mental health as excellent or very good*

Gilmore, Shellmont and Seafair
↑ likely than other planning areas to rate their health as excellent or very good**



* (2015) My Health My Community Survey: Richmond Community Profile ** (2012) Healthy Richmond Survey



Highlighted achievements

PROMOTING INDIVIDUALLY-FOCUSED HEALTH CARE:

- A partnership between City of Richmond, Vancouver Coastal Health and the Physical Activity Line (a Healthy Families BC initiative) helps to link clients to specialty wellness programs, helping to reduce the screening barriers for "Chronic Disease Management" programs.
- Vancouver Coastal Health has been providing infant group sessions, Baby Days, at Thompson Community Centre in Cantonese and Mandarin. Baby Days provides parents a place to meet and learn with other parents, public health nurses and speakers.
- Starting in 2009, the City of Richmond and Vancouver Coastal Health collaborated to create the Joint Replacement Recovery program at Watermania. With the help of the OsteoArthritis Service Integration System, it has since been expanded to accept pre-op patients to optimize surgical outcomes.

PROMOTING HEALTHY EATING AND FOOD PRODUCTION

- Feed-U-Cate 38 is a district-wide support strategy to provide donated funds to schools to organize breakfast and lunch programs for vulnerable students. In 2014/15, 12 schools accessed funding to give students healthy food options and access to food across their day.
- The Youth Gardening Program, operated out of Garratt Wellness Centre and led by a public health nurse and a youth outreach therapist, gives youth the opportunity to practice healthy habits such as cooking, gardening and eating together.
- The Cultural Centre Rooftop Garden volunteers tend to and harvest vegetables for the Minoru Place Activity Centre cafeteria kitchen.

Success story

SCHOOL BREAKFAST PROGRAMS

In 2012, recognizing an opportunity to impact wellness on a number of fronts, administration staff and teachers at General Currie Elementary initiated a Breakfast Club for their students. While intended to provide healthy food for the school's most vulnerable students, the club is open to everyone, and now provides, on average, about 100 students with a nutritious, freshly made breakfast when they join the group. Food for the club is donated by Save-On Foods-Terra Nova, and the club has also received support from the Feed-U-Cate 38 initiative, a district wide support strategy to provide donated funds to schools to organize breakfast and lunch programs for vulnerable students.

According to Choo Kwok, an administrative assistant at the School District office, who also used to work at General Currie, the intent, beyond feeding hungry souls, is to create a sense of community for the school. As Choo says, "Sharing resources and creating cultures of kindness and compassion are so important to our children and to all involved. Overall, for me, there is a high degree of satisfaction because I see the kids happy and excited. I get to connect with them and their families in a deeper way. There are many wonderful adult volunteers who contribute to this program and many more like it in the district and this provides excellent modeling for the students in the school to see people giving of their time and heart to make the lives of others better."

Success story

JOINT REPLACEMENT RECOVERY PROGRAMS

With joint replacements on the rise, the Richmond Hospital physiotherapy department recognized a need for a community-based post-rehab option for patients finishing their physiotherapy after surgery. The Joint Replacement Recovery (JR2) program was created to provide a seamless transition from the hospital to community programs to help patients improve range of motion and muscular strength following total hip or knee replacement. The program, based out of Watermania, includes land and water based exercise.

"I wake up on Monday and Thursday and just think, yeah! I get to go to class today!"

Mike Cohen has been an avid JR2 participant since September 2013, attending as a pre-op and post-rehab client twice, as he had both knees replaced between February 2014 and May 2015. Mike says, "There are so many benefits of the program; the stationary bikes and functional exercises helped immensely in my ability to use stairs, for example. I also feel that the strength machines really improved my recovery time. The water-based portion of the class allows for a range of motion in my joints that just isn't possible on land." According to Mike, the exercises make him feel so good that, "I wake up on Monday and Thursday and just think, yeah! I get to go to class today!"

The group sessions give him the opportunity to meet and share stories with others who have gone through similar experiences, adding the vital social aspect to their ongoing recovery.



Strategic Direction #7:

Measure and Share Our Success

Imagine Richmond as a place... that is used as a benchmark for other municipalities to emulate in achieving wellness.



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> **2%** of Richmond residents (18+) responded to the Healthy Richmond Survey in 2012 (4 times the sample size of the Canadian Community Health Survey)



Highlighted achievements

SHARING OUR SUCCESS

- Richmond's Community Wellness Strategy was featured at the 2011 BCRPA Conference. It showcased "A Partnership Approach to Achieving Community Wellness Outcomes."
- PlanH, an initiative of BC Healthy Communities and Healthy Families BC, recognized Richmond's Community Wellness Strategy as a success story.

GENERATING DATA

- To provide a local perspective on health and wellness issues to support the ongoing monitoring and evaluation of the Richmond Community Wellness Strategy, Vancouver Coast Health developed the Healthy Richmond Survey in 2012.
- In 2013, Vancouver Coastal Health, in partnership with Fraser Health and the UBC eHealth Strategy Office, launched the online survey entitled My Health, My Community as a follow-up to the Healthy Richmond Survey. The purpose of this survey was to provide ongoing monitoring and evaluation of the health of Richmond residents.

INCREASING KNOWLEDGE

- In early 2014, the City of Richmond and Richmond Food Security Society received a grant from the Healthy Communities Capacity Building Fund (\$4,750) to host a workshop titled, "Feeding a Healthy Richmond." The workshop focused on the intersection of health and food security.

Success story

PLANH

In 2013, the BC Healthy Communities Society (BCHC) and Healthy Families BC launched PlanH, a program that supports local government engagement and partnerships across sectors for creating healthier communities. In early 2014, the City was approached to be one of the first communities in BC to submit a feature article to be posted on the PlanH website, highlighting the development of Richmond's Community Wellness Strategy as a "Success Story."

"... This initiative deserves to be celebrated and recognized, and we are glad to be able to share your story."

A representative from BC Healthy Communities writes, "Congratulations! Richmond's success story is now posted on the PlanH website. Thank you so much for sharing your community's experience with us. This initiative deserves to be celebrated and recognized, and we are glad to be able to share your story."

Success story

HEALTHY RICHMOND SURVEY

The community wellness strategic directions were informed initially by results from the Canadian Community Health Survey (CCHS). Because of the national nature of the survey, the number of residents surveyed in Richmond through CCHS is small and does not permit in-depth analysis by neighbourhoods. Yet at the same time, evidence is mounting that how healthy we are depends a lot on where we live and how we connect with our neighbourhood. The Healthy Richmond Survey was conceived with this need in mind. The survey took place in February 2012, using both online access as well as in person outreach in places where people gather, such as malls and community centres. Over a period of 10 days, we heard from over 2% of the residents across Richmond, a sample size that allowed neighborhood by neighborhood comparisons. The 2012 Healthy Richmond results reaffirmed the key premise underlying the Richmond Community Wellness Strategy – that wellness, physical activity and sense of community belonging are all interconnected. The results also emphasize the fact that while we are a healthy community, there is much we can and need to do to positively impact residents' daily healthy living choices.

Using the lessons learned from conducting the Healthy Richmond Survey, Vancouver Coastal Health and Fraser Health jointly launched the My Health My Community Survey in 2013. With the results from this second survey, we now have two data points in time on the health and wellness of Richmond residents – important information for planning future actions to help our residents to maintain and improve health and wellness. For reports from the 2012 Healthy Richmond Survey, go to <http://www.vch.ca/your-health/disease-surveillance/reports/>. The My Health My Community survey results are available at <https://www.myhealthmycommunity.org/>





City of Richmond

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City of Richmond

Report to Committee

To: Parks, Recreation and Cultural Services
Committee

Date: October 8, 2015

From: Mike Redpath
Senior Manager, Parks

File: 11-7400-01/2015-Vol
01

Re: 2017 Canada 150th Steveston Ships to Shore Events

Staff Recommendation

1. That the proposed 2017 Tall Ship and Ships to Shore celebrations as detailed in the staff report titled "2017 Canada 150th Steveston Ships to Shore Events," from the Senior Manager, Parks, dated October 8, 2015, be endorsed for the purposes of event planning and budget preparation; and
2. That \$895,000 be transferred from the Council Community Initiatives Fund in 2016 to support the event delivery for the 2017 Canada 150th Steveston Ships to Shore Events and that the 2017 Canada 150th Steveston Ship to Shore Events be considered in the 2016 budget process.

Mike Redpath
Senior Manager, Parks
(604-247-4942)

Att. 3

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Communications	<input checked="" type="checkbox"/>	
Finance Department	<input checked="" type="checkbox"/>	
Intergovernmental Relations & Protocol Unit	<input checked="" type="checkbox"/>	
Major Events & Filming	<input checked="" type="checkbox"/>	
Fire Rescue	<input checked="" type="checkbox"/>	
RCMP	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

The purpose of this report is to detail the proposed 2017 Ships to Shore events to celebrate Canada's 150th anniversary and to provide an update on ship recruitment in response to the May 26, 2015, Parks, Recreation and Cultural Services Committee referral:

That staff explore the possibility of a major tall ships event in 2017 including related sponsorship activity and committee structure and report back to Committee.

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

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

2.3. Outstanding places, programs and services that support active living, wellness and a sense of belonging.

2.4. Vibrant arts, culture and heritage opportunities.

Analysis

Canada's 150th anniversary of Confederation in 2017 is a significant milestone for our country that allows us to connect with our past, present and future community and celebrate our exceptional achievements and build a legacy for the future.

At the July 27, 2015, Council meeting, Council endorsed the vision for Richmond's Canada 150:

Richmond's Canada 150 ignites the passions of the citizens of Richmond in a multi-faceted, year-long celebration, honours Richmond's distinct and vibrant cultural diversity, and leaves lasting legacies that foster civic pride and carry the spirit of 150 into the future.

Canada 150 celebrations will tie the past with the future, commemorate the history of the community, create a legacy for Richmond and increase community pride. Since 2011, Ships to Shore has animated the Steveston waterfront by building on the successful 2002 Tall Ships event. The Ships to Shore events support the City's Waterfront Strategy and continue to animate the waterfront during the annual Steveston Salmon Festival. Richmond is established as a destination maritime port on the West Coast.

Background – Ship Recruitment

In April 2014, Council approved a delegation to visit the Japanese National Institute for Sea Training (NIST) in Yokohama, Japan for the purposes of inviting the tall ship Kaiwo Maru to once again visit Richmond in 2017 to celebrate Canada's 150th anniversary of Confederation. A

formal invitation package and presentation, which included a letter of support from the Japanese Consul General, Vancouver, was delivered by the delegation detailing Richmond's desire to once again have the Kaiwo Maru return to our port in 2017.

Since April 2015, staff have been in contact with NIST and the City has now received a positive formal response (Attachment 1) indicating that the necessary preparations have begun for sending the tall ship Kaiwo Maru to Richmond in the first or second week of May 2017.

The crew complement of the Kaiwo Maru is 200 persons; she is a four masted vessel and notably one of the largest tall ships in the world (Attachment 2). The voyage takes approximately one month to transit across the Pacific Ocean from Japan to Richmond. Richmond hosted this vessel in 2005 and her sister ship, the Nippon Maru, in 2002.

The potential arrival of the Kaiwo Maru is fitting to celebrate Richmond's connection to the Pacific Rim and Japan. In addition to 2017 being Canada's 150th anniversary, it is also the 140th anniversary of the arrival of Mr. Manzo Nagano, the first Japanese settler to BC who transited up the Fraser River (Mount Nagano is named after him on the Central Coast of BC), and the 130th anniversary of Mr. Gihei Kuno (Kuno Gardens at Garry Point Park) from Wakayama prefecture, near Richmond's sister City.

Liaison with Japanese National Sail Training Institute

Planning with NIST will continue in 2015 to 2016. As part of the annual 2016/2017 ship recruitment program, continued negotiations and relationship development will occur. Discussions will occur with the NIST federal naval offices to ensure the required coordination for a successful arrival of the vessel 12 months prior to the planned arrival in 2017.

Maritime Infrastructure at Garry Point Park

Richmond's deep water port access for such a large vessel is at Garry Point Park (Attachment 3). While options for a permanent or legacy pier at Garry Point Park are being considered through a separate report to Council, staff are proposing the temporary relocation of the existing Imperial Landing floats to Garry Point Park during the Japanese tall ship visit in 2017 if a legacy pier is not constructed.

This temporary pier will allow for complementary landside programming that can include a main stage and other events to be organized in the Park similar to 2002 where the Vancouver Symphony played at Garry Point Park or in 2011 when Ships to Shore was at Garry Point Park. Two new approach floats will be constructed for use at Britannia/Imperial Landing/Garry Point Park in 2016, which are required to provide the public safe access to the vessel.

Anticipated costs for ship hosting are estimated to be \$575,000, which can be potentially offset by sponsorship. It is proposed that funding for the event be allocated from the Council Community Initiatives Fund 2016 and 2017, subject to approval in the budget process. The proposed budget includes hosting fees, Transport Canada fees, security, ship sewage and garbage servicing, tugboat support, marketing, landside program and volunteer management. As the arrival of the vessel is proposed for 20 months from now, more detailed planning and budget

process for landside activation/securing sponsors can commence. Planning is currently underway for additional Canada 150 events and city-wide activities. Opportunities for an enhanced landside program will be considered as part of a future Canada 150 report to Council.

Ships to Shore - Kaiwo Maru – Proposed May 2017 Event Overview

Day One:

Kaiwo Maru would arrive this day or earlier to Garry Point Park. There would be no ship boarding; the arrival of the vessel would be viewed from the shore.

Day Two Opening Ceremonies:

It is estimated that a fenced site at Garry Point Park could hold between 45,000 and 60,000 people. The opening ceremonies would include a raising of the sails ceremony and be supplemented by cultural performances such as a concert or a main stage/headline entertainment event. Vessel boarding and viewing would take place. Crew and event hosting opportunities and onboard hosting opportunities would be planned. Involvement of the local Japanese community and the community at large would be an integral part of the celebrations.

Day Three/Four:

The programming on these days would focus on maximizing public access to the vessel. Specific attention to providing school age student access to the vessel would be explored as well. Landside activities in addition to ship viewing would include a kids' zone, maritime demonstrations, food trucks and entertainment in the evening. It is proposed that the celebration would end with a fireworks presentation in the harbour similar to the annual Ships to Shore Canada Day fireworks in Steveston.

Day Five:

The Kaiwo Maru would depart this day enroute back to Japan. There would be no ship boarding; focus would be on ensuring Canada Customs compliance and facilitating safe passage from our harbour with pilot and tug support. In the past, a parade of local vessels has escorted the Nippon Maru and Kaiwo Maru out of the harbour.

Proposed budget Ships to Shore – Kaiwo Maru – May 2017

Program	\$170,000
Marketing and Signage	\$35,000
Ship Recruitment and Services	\$230,000
Site Overlay	\$50,000
Infrastructure	\$75,000
Workforce	\$15,000
Total	\$575,000

The Safety and Security budget will be determined upon completion of the integrated safety and security plan.

Canada Day July 1st Canada 150th Anniversary Ships to Shore – Proposed 2017 Event Overview

In celebration of Canada's 150th birthday on July 1, 2017, it is fitting that the annual Ships to Shore programming be combined with the 72nd Annual Steveston Salmon Festival. With an estimated attendance of over 70,000 attendees, the upcoming Canada Day celebrations in Steveston in 2017 are well positioned to be a hub of activity.

Staff are proposing an enhanced 2017 Canada Day Ships to Shore event that can be located at either Garry Point Park or Imperial Landing depending on the availability/size of vessels at that time. Ship recruitment is currently underway for 2016/2017 for Canada Day through Richmond's participation in the Pacific Coast Host Port Alliance. Specific discussions with vessels from the Pacific Rim seeking an additional large international tall ship for 2017 are also underway. No commitments have been made at this time. Staff are working on coordinated ship recruitment with the city of Tacoma, Washington, that is planning to host a tall ship event in July 2017.

Ships to Shore Canada Day activities for 2017 are proposed below:

Day One:

Vessels would arrive this day or earlier. There would be no ship boarding but the public could come to see the vessels arriving into Steveston.

Days Two to Four:

Programming would focus on public boarding and viewing of the ships. In addition to the waterside programming, the landside would be animated with roving entertainment, kids' zone, maritime demonstrations, local musical and entertainment performances, food trucks, boat building and community booths. Staff have also been exploring hosting a wooden boat building competition/demonstration similar to the Port Townsend, Washington's Wooden Boat festival as an additional attraction. Canada Day would end with a celebration of fireworks over the water celebrating our national birthday.

Day Five:

Ships would depart this day. There would be no ship boarding but it is expected that the public could come to see the ships depart.

Proposed budget Canada Day Ships to Shore July 1 2017

Program	\$102,500
Marketing and Signage	\$15,000
Ship Recruitment and Services	\$92,500
Site Overlay	\$20,000
Infrastructure	\$75,000
Workforce	\$15,000
Total	\$320,000

The Safety and Security budget will be determined upon completion of the integrated safety and security plan.

Sponsorship

No sponsorship opportunities have been explored at this time. The budget for this event has been set without sponsor targets. Any sponsorship revenue generated from the event can be returned to the Major Events Provisional Fund for future events or enhance the program.

Senior Government Support

Subject to approval of the 2017 Ships to Shore events, coordination with the Provincial and Federal Government will be pursued. Specific coordination through the Japanese Consul General in Vancouver will continue for the proposed May 2017 Kaiwo Maru visit.

Organizing Committee 2017

To successfully meet its Major Event Strategy Goals, the City is currently working to build local capacity and expertise coordination. Work is underway with the Britannia Heritage Shipyard Society and the Steveston 20/20 for event coordination and to establish a venue management model to facilitate these 2017 events. Ship recruitment for Ships to Shore events and 2017, including event delivery liaison, has been coordinated through the Council appointed liaisons to the Britannia Heritage Shipyard Society and the Steveston Historical Society. It is recommended that this liaison and committee structure continue to ensure continuity towards 2017. Regular progress reports to Council as the event planning progresses are proposed. The organization of the Ships to Shore events delivery has been building community capacity for event delivery since the establishment of Ships to Shore in 2011.

Marketing

Richmond's successful participation in the Olympic Games and the past five years of hosting Ships to Shore has significantly strengthened the City's relationships with major regional media outlets and Richmond now is known as a very attractive event partner for TV, radio and print

media. In 2015, the domain shipstoshore.ca has been secured and a plan to advertise and promote Ships to Shore to target audiences will be developed.

Community Engagement Committee

Since the first Ships to Shore in 2011, a Community Committee has worked together to animate the waterfront in Steveston. This committee includes an event chair from the Britannia Heritage Shipyard Society and members from the Steveston Community Association, Steveston Harbour Authority and others. As part of the event management, this committee focuses on building capacity for the volunteer workforce, engagement of the Steveston community and leveraging community resources.

Financial Impact

This report proposes \$895,000 for Ships to Shore event funding in 2016 for two separate events to be held in 2017.

Conclusion

This report proposes two separate events in 2017 as part of Richmond's Canada 150th anniversary celebrations. Past visits of the Nippon Maru and Kaiwo Maru vessels from Japan to Steveston have been memorable community events drawing thousands of spectators to our shores. Building on the legacy of 2002 Tall Ships in Steveston, the 2017 Ships to Shore program promises to be complementary signature events that will animate the waterfront and be community accessible celebrations. Approval of this report will advance the event planning and permit staff to further develop the program.



Mike Redpath
Senior Manager, Parks
(604-247-4942)



Dee Bowley-Cowan
Britannia Site Supervisor
(604-718-8044)

- Att. 1: Letter from National Institute for Sea Training
2: Kaiwo Maru Brochure
3: Garry Point Park Moorage – Relocated Imperial Landing Float



NATIONAL INSTITUTE FOR SEA TRAINING

57, Kitanakadori 5 chome
Naka-ku, Yokohama-shi, KANAGAWA
231-0003 JAPAN

September 14, 2015

Dear Mr. Brodie,

We, the National Institute for Sea Training of Japan are very honored to receive your invitation, which is inviting our sail training ships "NIPPON MARU" to 2017 celebration of Canada's 150th Birthday. We have also received the request on cooperation for this event from City of Wakayama, your sister city.

Our board of governors has carefully examined the feasibility of dispatching "NIPPON MARU" and/or "KAIWO MARU" to the honorable above-mentioned event.

Taking into consideration our situation, I am pleased to inform you that we, staff of headquarters of National Institute for Sea Training of Japan, have begun to make necessary preparations for sending KAIWO MARU to Richmond in first or second week of May 2017.

I hope further negotiation will be done at working level.

I sincerely wish your event would hold with great success.

Sincerely yours,

Capt. Yoshiharu TAKEI
President
National Institute for Sea Training
Independent of administrative institution
JAPAN

KAIWO MARU



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WELCOME ABOARD THE "KAIWO MARU"

It is my great pleasure to be able to visit your wonderful port and open our ship to the public.

We understand that meeting the people of your country during our stay will strengthen the friendship between our countries.

Please respect the ship rules while on board.

Thank you.

Master of the KAIWO MARU

Introduction



She was launched in 7, Mar. 1989 at Uraga ship yard of Sumitomo Heavy Industries, Ltd.

The KAIWO MARU was built in 1989, replacing the former KAIWO MARU which was engaged in the training of merchant marine cadets for over half a century.

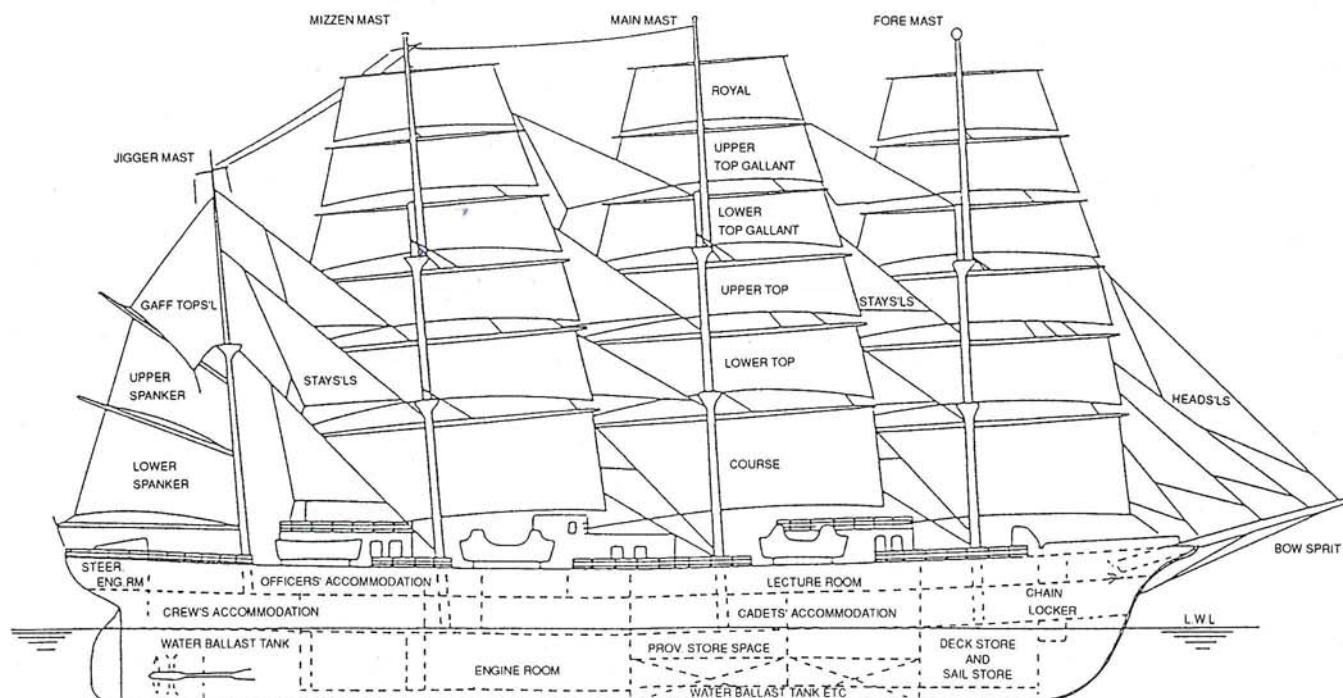
KAIWO MARU is Japanese for "King of the Sea". She has lived up to this name by fulfilling the arduous task of the traditional sea training.

KAIWO MARU has a sailing rig which looks the same as the old one but she is superior in performance because state-of-the-art naval design was applied in her construction.

As well as cadets, there are ordinary citizens on board as trainees. They won't be career seamen but will gain valuable knowledge about the ship and the sea, and come to appreciate and respect good seamanship.



Principal dimension



Keel Lay 8, Jul. 1988

Launch 7, Mar. 1989

Completion 15, Sep. 1989

Ship Type Complete Superstructure Deck Type

Sailing Rig 4 Masted Bark Type

Length Overall 110.09m (361Ft.)

Breadth Mld. 13.80m (45Ft.)

Depth Mld. 10.71m (35Ft.)

Loaded Draft Mld. 6.58m (22Ft.)

Gross Tonnage 2,879GT

Service Speed 13.0K'ts

Main Engine Diesel Engine

1,500PS×2 (1,103KW×2)

Crew 69 Persons

Cadets 108 Persons

Complement Trainees 22 Persons

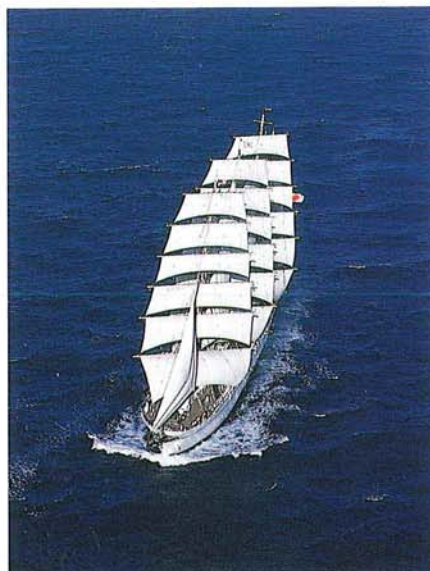
Total 199 Persons

Square Sails(Number / Sail area) 18 / 1790m² (19,267Ft.²)

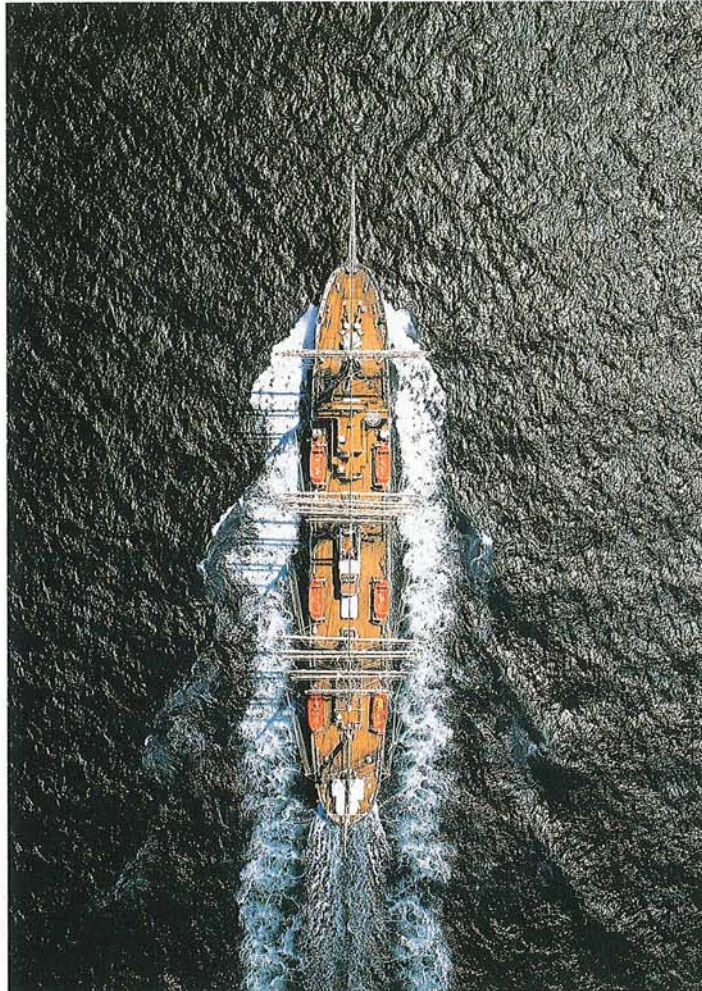
Fore & Aft. Sails(Number / Sail area) 18 / 970m² (10,441Ft.²)

Full Sails(Number / Sail area) 36 / 2,760m² (29,708Ft.²)

Max. Mast Height 55.52m (182Ft.)



Notice to the guests on board



- 1 . Master of the KAIWO MARU will not bear the responsibility for any injuries to persons or properties due to accident aboard the ship.
- 2 . No smoking, no drinking and no eating on deck, please.
- 3 . As there are narrow and steep steps on board, please watch your head and step and use the hand rail for stairs.
- 4 . Please do not get on board with your heeled shoes for your safety.
- 5 . Please do not forget keep your hands with your children's.



Some characteristics as the sailing ship

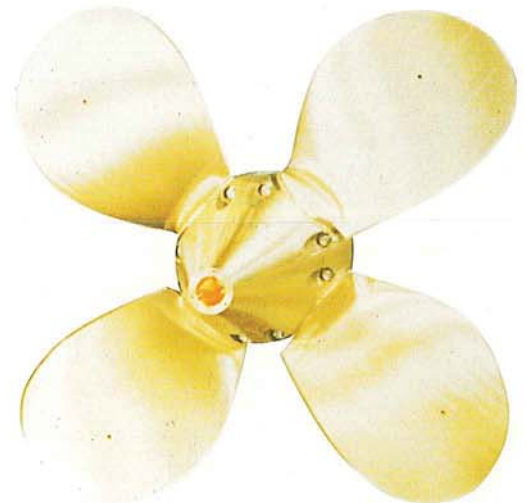
The KAIWO MARU has won THE BOSTON TEA POT TROPHY four times after her complement.

The trophy will be presented annually to the sail training ship which, at the time between 1st January and 31st December each year covers the greatest distance in any period of 124 hours.



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Her significant sailing performance were induced by contemporary science technology of naval architects. Feathering propeller, when it will be folded, it reduce the water resistance of hull.



Accommodations

Officers' dining saloon



Fore nav. bridge

Captain's day room



Cadets' bed room



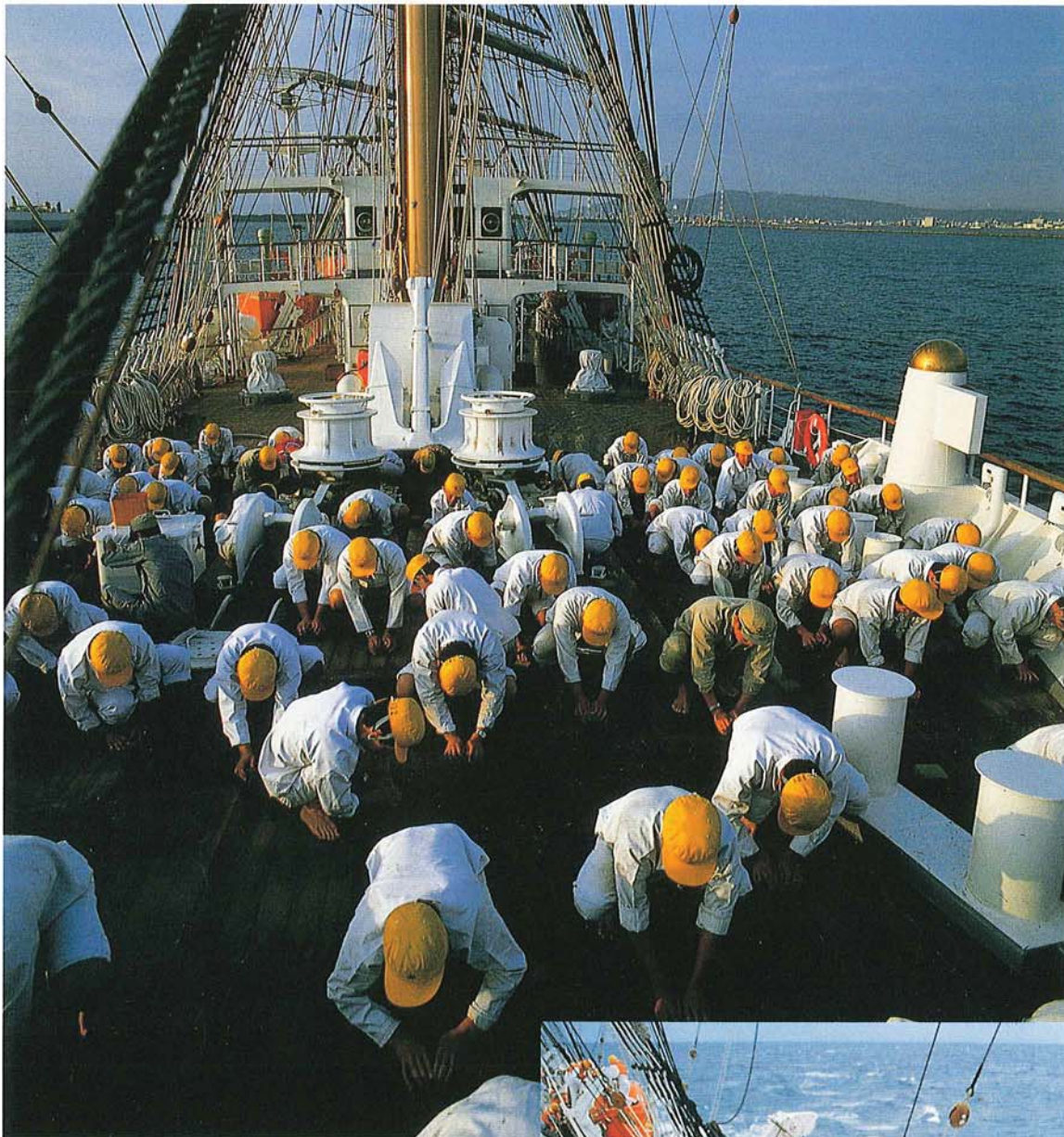
Engine control room



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Cadets' lecture and dining room

Scenes on deck



Scrubbing deck

Cadets and crew scrub wooden decks and also clean public and accommodation spaces after gymnastics every morning.

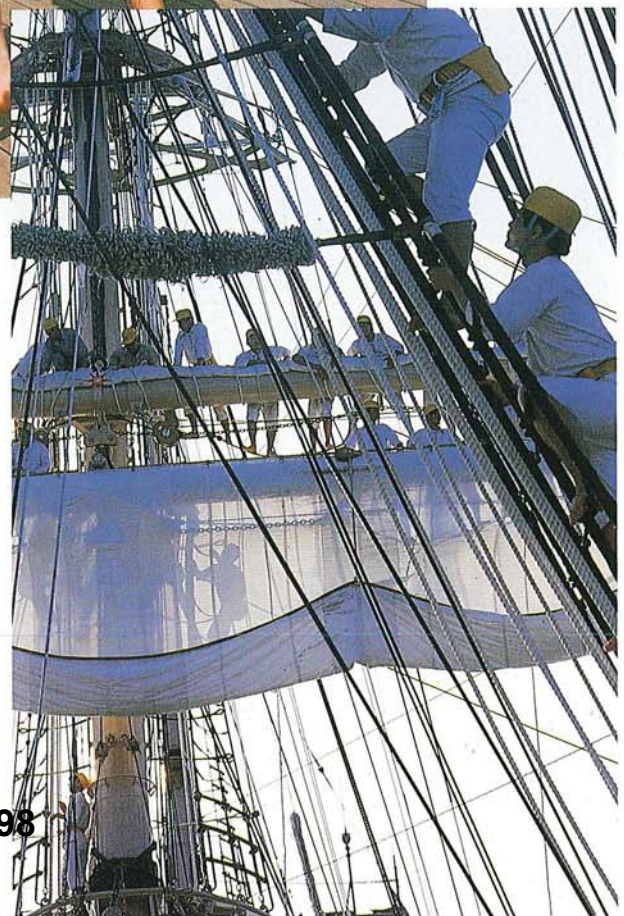


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Exercising boat station drill



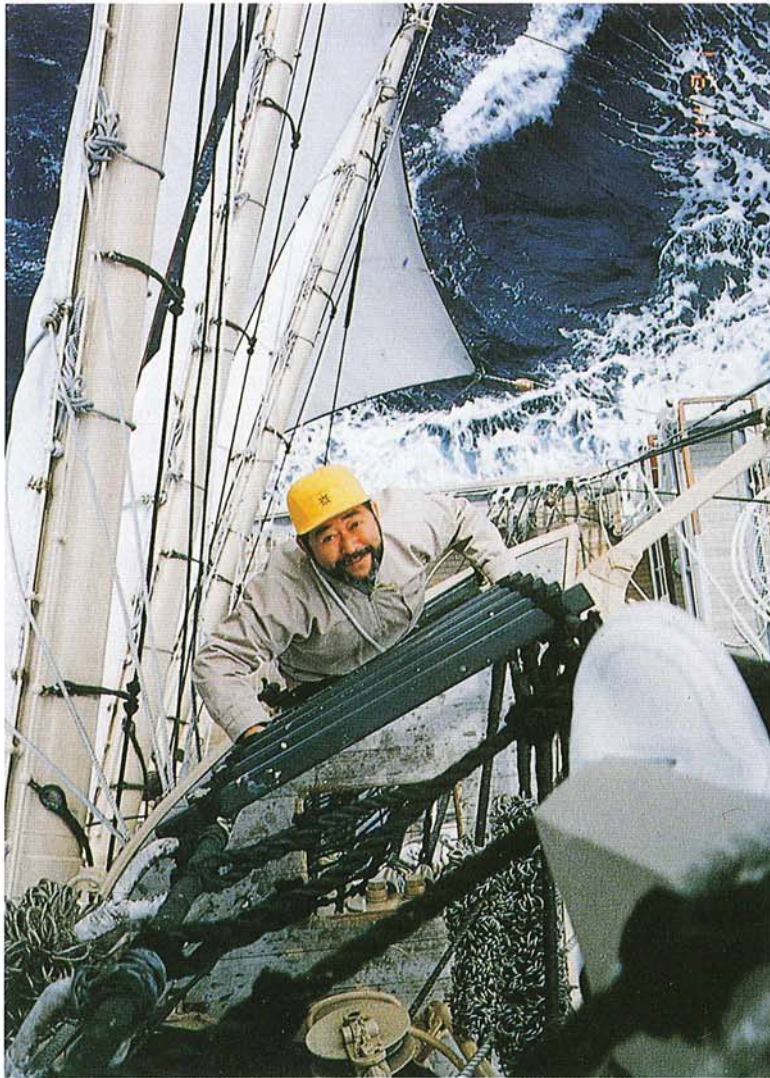
Hauling the upper-top sail's halyard



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Climbing the mast to make fast sail

Trainees



Training to climb the mast



Making fast jibs



CNCL - 99

Seaming new sails

The figurehead “KONJŌ”

The figurehead “KONJŌ” (“deep blue”) represents ideal Japanese womanhood. It is a younger sister of the RANJŌ that was presented to the NIPPON MARU.

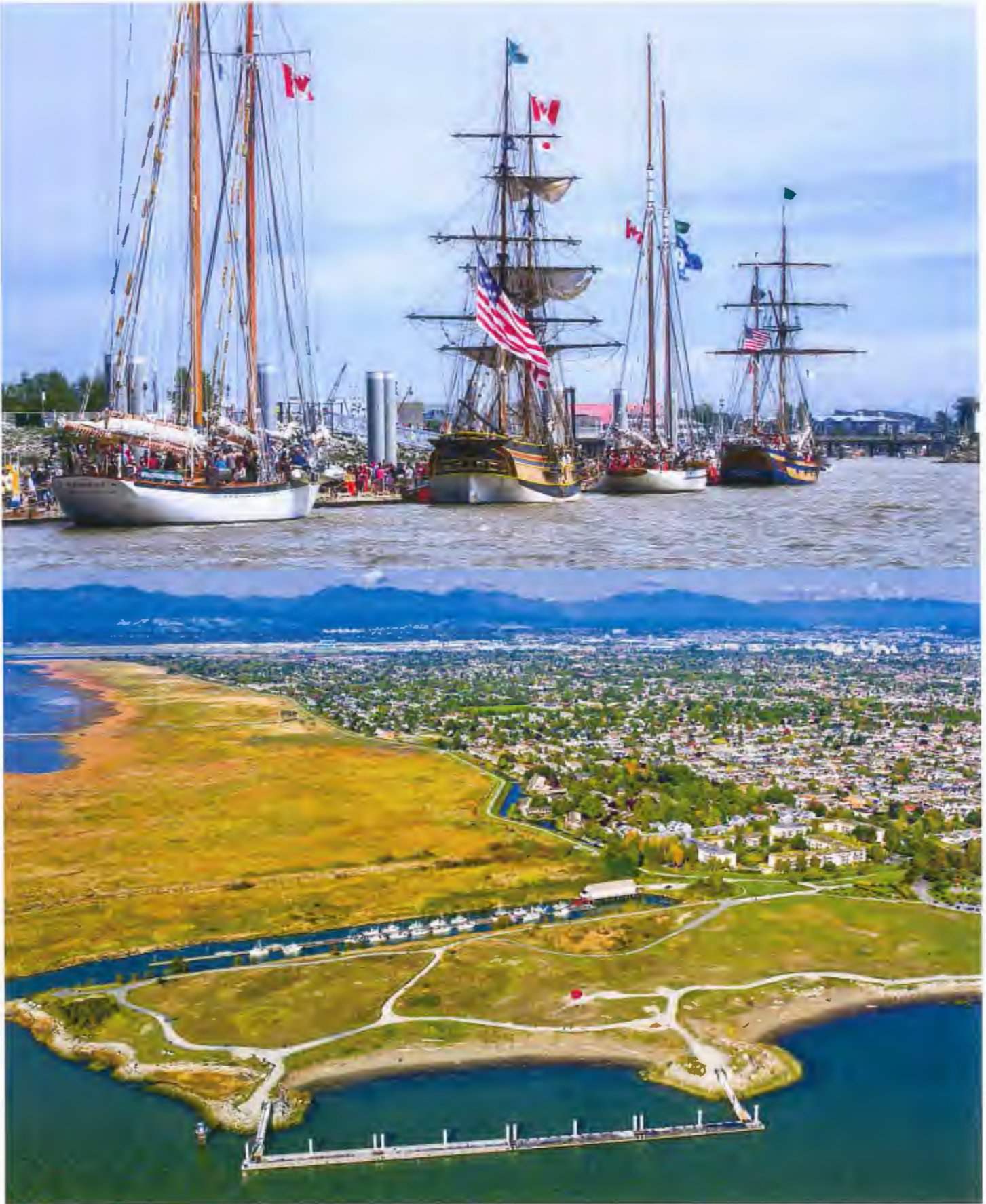
The dignified expression on her face reflects a noble mind and a tender-heart. Looking at her figure holding a Japanese Noh-flute, you can imagine a sweet traditional note echoing over rough seas pacifying them and soothing the difficulties of young cadets and crew.





Published by
The Training Ship Education Support Association

Photo by
Yoneo Morita & Sumitomo Heavy Industries, Ltd.



Garry Point Park moorage - Relocated Imperial Landing Float



City of Richmond

Report to Committee

To: General Purposes Committee
From: Cecilia Achiam
Director, Administration and Compliance
Re: Inter-Municipal Business Licence Bylaws



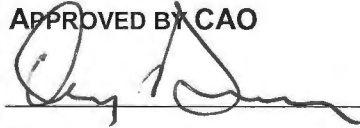
Date: September 28, 2015
File: 12-8275-10/2015-Vol
01

Staff Recommendation

1. That Inter-municipal Business Licence Agreement Bylaw No. 9493 be introduced and given first, second and third readings.
2. That Inter-municipal Business Licence Bylaw No. 9040, Amendment Bylaw No. 9492 be introduced and given first, second and third readings.

Cecilia Achiam
Director, Administration and Compliance
(604-276-4122)

Att. 2

REPORT CONCURRENCE		
ROUTED TO: Business Licences Law	CONCURRENCE <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	CONCURRENCE OF GENERAL MANAGER 
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO 

Staff Report

Origin

In October 2013, the City of Richmond, in conjunction with the municipalities of Burnaby, New Westminster, Surrey, Delta and Vancouver (Metro West) entered into a trial Inter-municipal Business Licence (IMBL) scheme. The trial end date is December 31, 2015. This program is directed to businesses engaged in the construction industry whereby an eligible business may obtain an IMBL from a participating municipality that allows an establishment to carry on business in all Metro West IMBL municipalities.

The goal of the new IMBL program was to promote a greater business environment and improve economic development by reducing costs and administration for construction related businesses operating in the partnering communities. Improved compliance with business licence requirements and a modest revenue increase were also identified as expected benefits under the new scheme.

As the current IMBL pilot project is near completion, this reports deals with enacting Bylaws to establish the Metro West IMBL scheme on an ongoing basis.

Analysis

Background

Prior to the implementation of the Inter-Municipal Business Licence Pilot Program, non-resident (mobile) trade contractor businesses were required to obtain a business licence from their home municipality in which they were based, as well as purchase a non-resident business licence from each municipality in which they operated in. Under the IMBL Program, the participating municipalities have agreed to allow non-resident (mobile) trade contractor businesses from within the participating municipalities to operate in their municipality on the basis of one Inter-Municipal Business Licence purchased from their home municipality. The cost of the IMBL is \$250 annually, and each mobile trade business is still required to purchase a resident business licence from their home municipality. The revenue generated from sales of Inter-Municipal Business Licences is shared among the participating municipalities.

Enacting the IMBL scheme was done with two Bylaws with each municipality enacting an IMBL Bylaw to establish and regulate the activity within their jurisdiction and an Agreement Bylaw permitting the participating municipalities to be enjoined into a program.

A new Agreement Bylaw is proposed to facilitate participating municipalities to enjoin into the IMBL scheme on an ongoing basis and an Inter-municipal Business Licence Amendment Bylaw is proposed for changes recommended to the program.

The Provincial Ministry of Small Business and Red-Tape Reduction (the Ministry) has also been an active partner in establishing and supporting the IMBL during the pilot program. The Ministry has been responsible for maintaining a central database of IMBL program information

and providing analysis of the data to participating cities. This shared database also allows for licence compliance checks by staff of the participating cities.

Bylaw Changes

Establish the scheme as an ongoing Program

The proposed bylaw amendments include changes to remove the provisions identifying the program as a pilot.

Eligible Businesses

Staff has reviewed the definition of the current eligible business types and are proposing that the existing definition be modified to include other mobile businesses who may not be directly related to the construction industry however provide similar types of services. The definition of eligible business will be amended to:

“Inter-municipal Business” means a trades contractor or other professional related to the construction industry or a contractor who performs maintenance, repair, and/or inspections of land and buildings outside of its Principal Municipality;

Financial Impact

Revenue Distribution

The IMBL program is based on an income neutral model amongst participating municipalities using the forecast of projected sales generated from the program against the sales of existing non-resident licences. Total IMBL sales values are distributed on a percentage basis with Richmond realizing 18.86% of total sales in order to be revenue neutral.

Participating Municipality	% of shared revenue
Burnaby	14.37
Delta	9.67
New Westminster	9.34
Richmond	18.86
Surrey	23.46
Vancouver	24.30
Total	100%

Based on Metro West IMBL sales of 2,257 over the year 2014 had Richmond selling 359. Over the period October 1, 2013 to December 31, 2014, the estimated decrease in Non-Resident (Contractor) Business Licenses was 651 Licenses. The net outcome on this model has Richmond realizing a positive \$21,787.

Moving toward an easier administration model and more revenue neutral, staff propose a 90/10 revenue distribution model with the selling municipality retaining 90% of the licence fee and 10% distributed equally amongst the remaining participant municipalities. This method also

permits additional municipalities to join the scheme or the withdrawal of a participating municipality. Under the same scenario of sales, this distribution approach has Richmond realizing a positive value of \$5,595 as opposed to the \$21,787 under the existing model as demonstrated in Appendix 1.

Staff has noted additional sales of Licenses, both IMBL and resident Business Licenses to Richmond contractors participating in this scheme. The growth in Richmond Licenses, both IMBL and Resident, added to the growth of participating municipalities IMBL sales will be offset with further nonresident licenses lost as the program reaches maturity. Overall, there is no material impact expected on Richmond's Licence revenues by participating in this program.

The original agreement required that the revenue collected from IMBL sales be distributed in six month intervals. Staff have found that the given the time and resources necessary to complete this task, distribution on an annual basis is preferred to the biannual practice currently in use.

Conclusion

After two years of successful operation of the IMBL pilot program in the six partner municipalities, it is recommended that Council authorize staff to enter into a permanent agreement with the cities of New Westminster, Burnaby, Surrey, Vancouver and the Corporation of Delta to participate in an Inter-Municipal Business Licence program as detailed in this report.

As noted previously, in order to participate in the IMBL pilot program Council adopted two bylaws. The first was the *Inter-Municipal Business Licence Agreement Bylaw 9033* and the second was the *Inter-Municipal Business Licence Bylaw 9040*. The first bylaw authorized Richmond's participation in the pilot IMBL and contained a schedule which set the expiry of the agreement as December 31, 2015. The second bylaw defined the conditions for eligibility, set the fee and contained additional regulatory requirements.

If Council accepts the recommendations contained in this report a new *Inter-Municipal Business Licence Agreement Bylaw No. 9493* and the *Inter-Municipal Business Licence Bylaw 9040 Amendment Bylaw No. 9492* would need to be enacted by December 31, 2015 to reflect these changes.

Amendments to Business Regulations require that proposed changes be published as notification of intention. This notification provides an opportunity for those who consider they are affected by the bylaw to make representation to Council. If Council adopts the staff recommendations, notice will be published in a local newspaper to invite written comments which will be compiled for presentation to Council.



W. Glenn McLaughlin
Special Projects
(604-276-4136)

- Att. 1: Inter-municipal Business Licence Agreement Bylaw 9493
2: Inter-municipal Business Licence Bylaw 9040, Amendment Bylaw 9492

Appendix 1

<i>Existing Program Percentage Based</i>		
Total Sales	$2,257 \times \$250$	\$564,250
Richmond %	$\times 18.86\%$	\$106,417
Decrease in Non-Resident Licenses	$651 \times \$130$	(\$84,630)
Net		\$21,787
<i>New Program – Retain 90%</i>		
Total Sales	$2,257 \times \$250$	\$564,250
Richmond 90% Sales	$359 \times \$250 \times 90\%$	\$80,775
Plus 10% of other Metro West Sales	$(2,257 - 359) \times \$250 \times 10\% / 5$	\$9,490
Decrease in Non-Resident Licenses	$651 \times \$130$	(\$84,630)
Net		\$5,595



CITY OF RICHMOND

INTER-MUNICIPAL BUSINESS LICENCE AGREEMENT

BYLAW NO. 9493

EFFECTIVE DATE –



Inter-municipal Business Licence Agreement Bylaw No. 9493

A By-law to enter into an agreement among the City of Burnaby, the Corporation of Delta, the City of New Westminster, the City of Richmond, the City of Surrey, and the City of Vancouver (the "Participating Municipalities") regarding an Inter-municipal Business Licence Scheme

THE COUNCIL OF THE CITY OF RICHMOND, in public meeting, enacts as follows:

1. Council hereby authorizes the City to enter into an Agreement with the City of Burnaby, the Corporation of Delta, the City of New Westminster, the City of Richmond, the City of Surrey, and the City of Vancouver, in substantially the form and substance of the Agreement attached to this Bylaw as Schedule A, and also authorizes the Chief Administrative Officer and the General Manager, Corporate and Financial Services to execute the Agreement on behalf of the City, and to deliver it to the Participating Municipalities on such terms and conditions as the Chief Administrative Officer and the General Manager, Finance and Corporate Services deem fit.
2. This Bylaw is cited as "**Inter-municipal Business Licence Agreement Bylaw No. 9493**".

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

CITY OF RICHMOND
APPROVED for content by originating dept. <i>[Signature]</i>
APPROVED for legality by Solicitor <i>[Signature]</i>

Schedule A

Inter-municipal Business Licence Agreement

WHEREAS the City of Burnaby, the Corporation of Delta, the City of New Westminster, the City of Richmond, the City of Surrey, and the City of Vancouver (hereinafter the "*Participating Municipalities*") wish to permit certain categories of Businesses to operate across their jurisdictional boundaries while minimizing the need to obtain a separate municipal business licence in each jurisdiction;

NOW THEREFORE the City of Burnaby, the Corporation of Delta, the City of New Westminster, the City of Richmond, the City of Surrey, and the City of Vancouver agree as follows:

1. The *Participating Municipalities* agree to establish an inter-municipal business licence scheme among the *Participating Municipalities*, pursuant to section 14 of the *Community Charter* and section 192.1 of the *Vancouver Charter*.
2. The *Participating Municipalities* will request their respective municipal Councils to each ratify this Agreement and enact a bylaw to implement a permanent inter-municipal business licence scheme effective January 1, 2016.
3. In this Agreement:

"*Business*" has the meaning in the *Community Charter*;

"*Community Charter*" means the Community Charter, S.B.C. 2003, c. 26;

"*Inter-municipal Business*" means a trades contractor or other professional related to the construction industry or a contractor who performs maintenance, repair, and/or inspections of land and buildings outside of its Principal Municipality;

"*Inter-municipal Business Licence*" means a business licence which authorizes an *Inter-municipal Business* to be carried on within the jurisdictional boundaries of any or all of the *Participating Municipalities*;

"*Inter-municipal Business Licence Bylaw*" means the bylaw adopted by the Council of each *Participating Municipality* to implement the inter-municipal business licence scheme contemplated by this Agreement;

"*Municipal Business Licence*" means a licence or permit, other than an *Inter-municipal Business Licence*, issued by a Participating Municipality that authorizes a *Business* to be carried on within the jurisdictional boundaries of that *Participating Municipality*;

"*Participating Municipality*" means any one of the "*Participating Municipalities*";

"*Person*" has the meaning in the *Interpretation Act*, S.B.C. 1996, c. 238;

“*Premises*” means one or more fixed or permanent locations where the *Person* ordinarily carries on *Business*;

“*Principal Municipality*” means the *Participating Municipality* where a *Business* is located or has *Premises*; and

“*Vancouver Charter*” means the *Vancouver Charter*, S.B.C. 1953 c. 55.

4. Subject to the provisions of the *Inter-municipal Business Licence Bylaw*, the *Participating Municipalities* will permit a *Person* who has obtained an *Inter-municipal Business Licence* to carry on *Business* within any *Participating Municipality* for the term authorized by the *Inter-municipal Business Licence* without obtaining a *Municipal Business Licence* in the other *Participating Municipalities*.
5. A *Principal Municipality* may issue an *Inter-municipal Business Licence* to an applicant if the applicant is an *Inter-municipal Business* and meets the requirements of the *Inter-municipal Business Licence Bylaw*, in addition to the requirements of the *Principal Municipality's* bylaw that applies to a *Municipal Business Licence*.
6. Notwithstanding that a *Person* may hold an *Intermunicipal Business Licence* that would make it unnecessary to obtain a *Municipal Business Licence* in other *Participating Municipalities*, the *Person* must still comply with all other regulations of any municipal business licence bylaw or regulation in addition to any other bylaws that may apply within any jurisdiction in which the *Person* carries on *Business*.
7. An *Inter-municipal Business Licence* must be issued by the *Participating Municipality* in which the applicant maintains *Premises*.
8. The *Participating Municipalities* will require that the holder of an *Inter-municipal Business Licence* also obtain a *Municipal Business Licence* for *Premises* that are maintained by the licence holder within the jurisdiction of the *Participating Municipality*.
9. The *Inter-municipal Business Licence* fee is \$250 and is payable to the *Principal Municipality*.
10. The *Inter-municipal Business Licence* fee is separate from and in addition to any *Municipal Business Licence* fee that may be required by a *Participating Municipality*.
11. Despite section 15, the *Inter-municipal Business Licence* fee will not be pro-rated.
12. The *Participating Municipalities* will distribute revenue generated from *Inter-municipal Business Licence* fees amongst all *Participating Municipalities* based on the *Principal Municipality* retaining 90% of the *Inter-municipal Business Licence* fee and the remaining 10% distributed equally to the remaining *Participating Municipalities*.
13. The *Participating Municipalities* will review the inter-municipal business licence scheme and the revenue sharing formula established by this Agreement from time to time and

- may alter the formula in section 12 by written agreement of all *Participating Municipalities*.
14. The revenue generated from *Inter-Municipal Business Licence Fees* collected from January 1 to December 31 inclusive that is to be distributed to other *Participating Municipalities* in accordance with section 12 will be distributed by February 28 of the year following the year in which fees were collected. The *Participating Municipalities* will designate one municipality, which may change from time to time, to calculate and distribute the revenue generated from *Inter-municipal Business Licence fees*.
 15. The length of term of an *Inter-municipal Business Licence* is twelve (12) months, except that, at the option of a *Principal Municipality*, the length of term of the initial *Inter-municipal Business Licence* issued to an *Inter-municipal Business* in that municipality may be less than twelve (12) months in order to harmonize the expiry date of the *Inter-municipal Business Licence* with the expiry date of the *Municipal Business Licence*.
 16. An *Inter-municipal Business Licence* will be valid within the jurisdictional boundaries of all of the *Participating Municipalities* until its term expires, unless the *Inter-municipal Business Licence* is suspended or cancelled or a *Participating Municipality* withdraws from the inter-municipal business licence scheme among the *Participating Municipalities* in accordance the *Inter-municipal Business Licence Bylaw*.
 17. Each *Participating Municipality* will share a database of *Inter-municipal Business Licences*, which will be available for the use of all *Participating Municipalities*.
 18. Each *Participating Municipality* which issues an *Inter-municipal Business Licence* will promptly update the shared database after the issuance of that licence.
 19. A *Participating Municipality* may exercise the authority of the *Principal Municipality* and suspend an *Inter-municipal Business Licence* in relation to conduct by the holder within the *Participating Municipality* which would give rise to the power to suspend a business licence under the *Community Charter* or *Vancouver Charter* or under the business licence bylaw of the *Participating Municipality*. The suspension will be in effect throughout all of the *Participating Municipalities* and it will be unlawful for the holder to carry on the *Business* authorized by the *Inter-municipal Business Licence* in any *Participating Municipality* for the period of the suspension.
 20. A *Participating Municipality* may exercise the authority of the *Principal Municipality* and cancel an *Inter-municipal Business Licence* in relation to conduct by the holder within the *Participating Municipality* which would give rise to the power to cancel a business licence under the *Community Charter* or *Vancouver Charter* or the business licence bylaw of the *Participating Municipality*. The cancellation will be in effect throughout all of the *Participating Municipalities*.
 21. The cancellation of an *Inter-municipal Business Licence* under section 20 will not affect the authority of a *Participating Municipality* to issue a business licence, other than an *Inter-municipal Business Licence*, to the holder of the cancelled *Inter-municipal Business Licence*.

22. Nothing in this Agreement affects the authority of a *Participating Municipality* to suspend or cancel any business licence issued by that municipality or to enact regulations in respect of any category of *Business* under section 15 of the *Community Charter* or sections 272, 273, 279A, 279A.1, 279B, and 279C of the *Vancouver Charter*.
23. A *Participating Municipality* may, by notice in writing to each of the other *Participating Municipalities*, withdraw from the inter-municipal business licence scheme among the *Participating Municipalities*, and the notice must:
- (a) set out the date on which the withdrawing municipality will no longer recognize the validity within its boundaries of *Inter-municipal Business Licences*, which date must be at least six months from the date of the notice; and
 - (b) include a certified copy of the municipal Council resolution or bylaw authorizing the municipality's withdrawal from the *Inter-municipal Business Licence* scheme.
24. Prior to the effective date of a withdrawal under section 23 of this Agreement, the remaining *Participating Municipalities* may review and enter into an agreement to amend the revenue distribution formula set-out in section 12 of this Agreement.
25. Nothing contained or implied in this Agreement shall fetter in any way the discretion of the Council of the *Participating Municipalities*. Further, nothing contained or implied in this Agreement shall prejudice or affect the *Participating Municipalities'* rights, powers, duties or obligation in the exercise of its functions pursuant to the *Community Charter*, *Vancouver Charter*, or the *Local Government Act*, as amended or replaced from time to time, or act to fetter or otherwise affect the *Participating Municipalities'* discretion, and the rights, powers, duties and obligations under all public and private statutes, bylaws, orders and regulations, which may be, if each *Participating Municipality* so elects, as fully and effectively exercised as if this Agreement had not been executed and delivered by the *Participating Municipalities*.
26. Despite any other provision of this Agreement, an *Inter-municipal Business Licence* granted in accordance with the *Inter-municipal Business Licence Bylaw* does not grant the holder of a licence to operate in any jurisdiction other than within the jurisdictional boundaries of the *Participating Municipalities*. Furthermore, a business licence granted under any other inter-municipal business licence scheme is deemed not to exist for the purposes of this Agreement even if a *Participating Municipality* is a participating member of the other inter-municipal licence scheme.
27. This Agreement may be executed in several counter parts, each of which shall be deemed to be an original. Such counterparts together shall constitute one and the same instrument, notwithstanding that all of the *Participating Municipalities* are not signatories to the original or the same counterpart.

SIGNED AND DELIVERED on behalf of the *Participating Municipalities*, the Councils of each of which has, by bylaw, ratified this Agreement and authorized their signatures to sign on behalf of the respective Councils, on the dates indicated below.

CITY OF BURNABY

Clerk _____

Date _____

CORPORATION OF DELTA

Mayor _____

Clerk _____

Date _____

CITY OF NEW WESTMINSTER

Mayor _____

Clerk _____

Date _____

CITY OF RICHMOND

Chief Administrative Officer _____

General Manager, Finance
and Corporate Services _____

Date _____

CITY OF SURREY

Mayor _____

Clerk _____

Date _____

CITY OF VANCOUVER

Director of Legal Services _____

Date _____



City of
Richmond

Bylaw 9492

Inter-municipal Business Licence Bylaw No. 9040, Amendment Bylaw No. 9492

The Council of the City of Richmond enacts as follows:

1. Inter-municipal Licence Bylaw No. 9040 as amended is further amended by:
 - a. Repealing section 2 and marking it as "REPEALED";
 - b. Deleting the definition of **Inter-municipal Business**, and substituting the following:

"**Inter-municipal Business**" means a trades contractor or other professional related to the construction industry or a contractor who performs maintenance, repair, and/or inspections of land and buildings outside of its *Principal Municipality*";
 - c. Deleting section 11 and substituting the following:

"11. Despite section 12 the *Inter-municipal Business Licence* fee will not be prorated."
 - d. Deleting Section 12 and substituting the following:

"12. The length of term of an *Inter-municipal Business Licence* is twelve (12) months, except that at the option of a *Participating Municipality*, the length of term of the initial *Inter-municipal Business Licence* issued to an *Inter-municipal Business* in that municipality may be less than twelve (12) months in order to harmonize the expiry date of the *Inter-municipal Business Licence* with the expiry date of the *Municipal Business Licence*."
2. This Bylaw shall come into force and take effect on the 1st day of January, 2016.
3. This Bylaw is cited as "**Inter-Municipal Business Licence Bylaw No. 9040, Amendment Bylaw No. 9492**".

FIRST READING

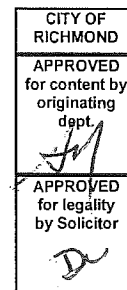
SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER





City of Richmond


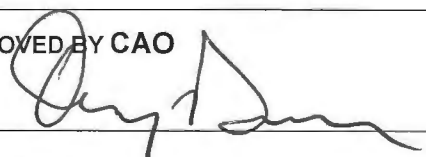
Report to Committee

To: General Purposes Committee
From: Phyllis L. Carlyle
General Manager, Law and Community Safety
Re: **Soil Management in the Agricultural Land Reserve**
Date: October 19, 2015
File: 12-8060-01/2015-Vol 01

Staff Recommendation

1. That the staff report titled "Soil Management in the Agricultural Land Reserve", dated October 19, 2015, from the General Manager, Law and Community Safety, be received for information.
2. That the Soil Fill Deposit Regulation Bylaw No. 8094, Amendment Bylaw No. 9002 be introduced and given first, second and third readings; and
3. That the Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 9003 be introduced and given first, second, and third readings.


Phyllis L. Carlyle
General Manager, Law & Community Safety
(604-247-4104)

REPORT CONCURRENCE	
ROUTED To: Law	CONCURRENCE <input checked="" type="checkbox"/>
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 
APPROVED BY CAO 	

Staff Report

Origin

This report provides information on the following Council resolution made at the April 27, 2015 Council meeting:

That staff report titled Soil Management in the Agricultural Land Reserve, dated April 16, 2015, from the General Manager, Law and Community Safety, and the proposed Soil Removal and Fill Deposit Regulation Bylaw No. 8094, Amendment Bylaw No. 9002 and Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 9003 be provided to the Agricultural Advisory Committee for comment.

This report supports Council's 2014-2018 Term Goal #1 A Safe Community:

Maintain emphasis on community safety to ensure Richmond continues to be a safe community.

1.1 Policy and service models that reflect Richmond-specific needs.

Analysis

Agricultural Advisory Committee

On May 21, 2015 the Manger of Community Bylaws provided background information to the Agricultural Advisory Committee (AAC) and a summary of the proposed amendments to the Soil Removal and Fill Deposit Regulation Bylaw No. 8094 and Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122.

In providing context, the AAC were advised during the meeting that:

- a ticket (adjudication violation notice) for non-compliance would in many cases be issued to the offending driver of the vehicle;
- past enforcement experience has proven that ticketing the driver was one of the most effective ways to dissuade present and future soil violations;
- land owners would be ticketed where evidence supported a violation, the charge was applicable under the circumstances, and there was a likelihood of conviction; and
- Bylaw Officers would consider ticketing both the property owner and vehicle driver when appropriate and practical.

As a result of the discussion, the AAC carried the following motion unanimously:

1. *That the recommendations in the staff report date April 16, 2015 be supported as presented; and*

2. *Violation notices (tickets) be duplicated and issued to the land owners.*

Proposed Bylaw Amendments

Soil Removal and Fill Deposit Regulation Bylaw No. 8094, Amendment Bylaw No. 9002 (“Bylaw 9002”) and Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 9003 (“Bylaw 9003”) (Attachments 1 and 2), would introduce ticketing for illegal soil removal and deposit activities; this would permit the City to further investigate, enforce and penalize contraventions of soil removal and deposit requirements under the City’s bylaw.

Proposed Amendment Bylaw 9002 includes the following clarification and additions:

- a) A clarification that an application fee under the Bylaw 8904 is required in addition to the prescribed application fee under the *Agricultural Land Commission Act*.
- b) To assist Community Bylaw Officers in their investigative duties, an addition to the bylaw would require that a driver or alleged violator provide their name, address or valid photo identification. Currently, there are no provisions in the bylaw that require this cooperation; without this authority, the ability for Bylaw Officers to conduct timely soil investigations has been hampered.
- c) The offences and penalties section of Bylaw 8094 is amended to permit violation tickets to be issued for non-compliance with certain provisions in Bylaw 8094, including requirements under a permit process.

Proposed Bylaw 9003 sets out the amount of the penalties for violation tickets which range from \$175.00 to \$525.00. Currently, the City is only able to pursue violations of Bylaw 8094 through Provincial Court prosecution, which remains a lengthy and expensive process.

Recent Information on Soil Enforcement

Soil Watch

The City’s Soil Watch program, which was implemented on January 29, 2013, continues to provide a portal to report soil violations in the Agricultural Land Reserve (ALR). The program has raised awareness regarding soil offences in the community and assists staff with identifying violations.

Complaints of Illegal Soil Fill		
2013	2014	2015
42	26	25*

*to end of September

In 2015, with the additional funds Council approved, the City contracted the services of an agrologist. The agrologist is assisting in streamlining the permit process, monitoring soil sites for illegal activity and identifying contaminated soil areas.

The Agricultural Land Commission


Previously, the AAC had expressed to Council that the Committee was opposed to any type of soil permitting system in the ALR. Recently, the BC Ministry of Agriculture has suggested the City act as an agent for the Agricultural Land Commission. In the past, the ALC advised that the City would have to abide by the ALC's policies if Council assumed the ALC's responsibility in relation to activity in the ALR. On October 7, 2013 the option of acting as an agent for the ALC was presented to Council.

Financial Impact

None.

Conclusion

This report provides information on the proposed recommendations for amendments to the current Soil Removal and Fill Deposit Regulation Bylaw No. 8094 and the Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122 that would introduce an ability to ticket offenders and have those tickets addressed through the adjudication program, rather than the courts. The adoption of the amendment bylaws will not only address many of the identified soil deposit concerns, but also balance the needs of the different communities of interest in the ALR lands. Staff is recommending adoption of these bylaw amendments.



Edward Warzel
Manager, Community Bylaws
(604-247-4601)

Att. 1: Amendment Bylaw No. 9002
2: Amendment Bylaw No. 9003

(EBW) :ew



**Soil Removal and Fill Deposit Regulation Bylaw No. 8094,
Amendment Bylaw No. 9002**

The Council of the City of Richmond enacts as follows:

1. Soil Removal and Fill Deposit Regulation Bylaw No. 8094, as amended, is further amended:

- (a) by deleting paragraph 4.1.1(a) and substituting the following:

“(a) a non-refundable application fee of Six Hundred Dollars (\$600) for the purposes of the **permit** application under this bylaw, together with the prescribed application fee under the *Agricultural Land Commission Act*.

- (b) by adding the following after section 5.1.2:

“5.2 Identification

5.2.1 Upon request by the **Manager** or a **City** Bylaw Enforcement Officer:

- (a) the driver or operator of a vehicle or any equipment being used for **deposit** or **removal** activity, or the person in charge of the vehicle or equipment, shall provide his or her full name and current address (including photo identification to verify this information), the full name and current address of the owner of the vehicle or equipment, the full name and current address of the person directing the **deposit** or **removal** activity, and the addresses of the **parcel** or **parcels** to or from which the **deposit** or **removal** is being transported; and
 - (b) a person who has allegedly contravened any provision of this bylaw shall provide his or her full name and current address and photo identification to verify this information.”

- (c) by adding the following after section 7.1.1:

“7.1.2 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.

- 7.1.3 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.*"

2. This Bylaw is cited as **"Soil Removal and Fill Deposit Regulation Bylaw No. 8094, Amendment Bylaw No. 9002"**.

FIRST READING

SECOND READING

THIRD READING

MINISTER APPROVALS

ADOPTED

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

MAYOR

CORPORATE OFFICER



**Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122,
Amendment Bylaw No. 9003**

The Council of the City of Richmond enacts as follows:

1. Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, as amended, is further amended at Part One – Application by adding the following after section 1.1(l):

“(n) Soil Removal and Fill Deposit Regulation Bylaw 8094, as amended,”
2. Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, as amended, is further amended by adding to the end of the table in Schedule A of Bylaw No. 8122 the content of the table in Schedule A attached to and forming part of this bylaw.
3. This Bylaw is cited as **“Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 9003.”**

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

CITY OF RICHMOND
APPROVED for content by originating Division <i>E.W.</i>
APPROVED for legality by Solicitor <i>D.</i>

SCHEDULE A to BYLAW NO. 9003**SCHEDULE A to BYLAW NO. 8122****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
			n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
Soil Removal and Fill Deposit Regulation Bylaw 8094 (2007)	Soil deposit or removal without valid permit	3.1.2	No	\$ 500.00	\$ 475.00	\$ 525.00	n/a
	Not complying with term or condition of permit	3.1.2	No	\$500.00	\$475.00	\$525.00	n/a
	Deposit or remove soil or fill between the hours of 8:00 p.m. and 7:00 a.m.	5.1.1(a)	No	\$500.00	\$ 475.00	\$ 525.00	n/a
	Deposit or remove soil or fill on a Sunday or any statutory holiday	5.1.1(b)	No	\$500.00	\$ 475.00	\$ 525.00	n/a
	Failing to properly license and insure vehicle used for hauling soil or fill	5.1.1(c)	No	\$200.00	\$175.00	\$225.00	n/a
	Failing to cover soil or fill to prevent blowing or falling from vehicle	5.1.1(d)	No	\$300.00	\$275.00	\$325.00	n/a
	Failing to repair damage to drainage, watercourse, highway or other property	5.1.1(e)	No	\$500.00	\$ 475.00	\$ 525.00	n/a

A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Amount	A8 Compliance Agreement Discount
	Failing to keep drainage or watercourse free of soil or fill	5.1.1(f)	No	\$500.00	\$ 475.00	\$ 525.00	n/a
	Removal or deposit greater than 0.5 metre within 2.5 metre of utility pole, pipeline, structure or highway without approval	5.1.1(g)	No	\$500.00	\$475.00	\$525.00	n/a
	Removal or deposit soil or fill on highway, statutory right-of-way or easement without permission	5.1.1 (h)	No	\$500.00	\$ 475.00	\$ 525.00	n/a
	Failure to remove temporary structures	5.1.1 (i)	No	\$200.00	\$175.00	\$225.00	n/a
	Failure to adequately fence or protect hazards	5.1.1 (j)	No	\$500.00	\$ 475.00	\$ 525.00	n/a
	Failure to protect from erosion, collapse, or run-off water or mud	5.1.1 (k)	No	\$300.00	\$275.00	\$325.00	n/a
	Stockpiling soil or fill other than location in permit or causing damage or nuisance	5.1.1 (l)	No	\$300.00	\$275.00	\$325.00	n/a
	Allow soil to encroach, undermine, damage or endanger adjacent property or setback area	5.1.1 (m)	No	\$400.00	\$375.00	\$425.00	n/a

A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Amount	A8 Compliance Agreement Discount
	Driver fail to provide required information	5.2.1(a)	No	\$200.00	\$175.00	\$225.00	n/a
	Person fail to provide name, address or photo identification	5.2.1(b)	No	\$200.00	\$175.00	\$225.00	n/a
	Prevent or obstruct entry by Manager	6.1.2	No	\$500.00	\$ 475.00	\$ 525.00	n/a
	Failure to comply with notice of non-compliance	6.2.1	No	\$500.00	\$ 475.00	\$ 525.00	n/a



City of Richmond

Report to Committee

To: General Purposes Committee

Date: October 19, 2015

From: John Irving, P. Eng., MPA,
Director, Engineering

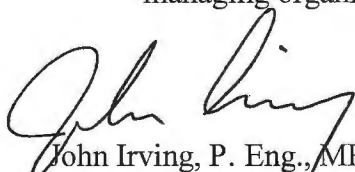
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Vol 01

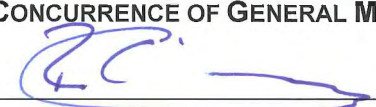


Re: **Odour Management from Organic Waste Management Facilities in Richmond and Surrounding Areas**

Staff Recommendation

That:

1. Staff continue to monitor odour issues and work with Harvest Power and Metro Vancouver to develop durable odour mitigation strategies.
2. A letter be sent to the Metro Vancouver Board expressing the City's concerns regarding current air quality from local organic waste management facilities and requesting that it investigate the feasibility of implementing an organics management odour control regulation for composting facilities regionally.
3. A letter be sent to the Metro Vancouver Board requesting that it consider a requirement that member municipalities be limited to disposing organic waste at facilities with air quality permits or approvals.
4. A letter be sent to the BC Minister of Environment requesting that Operational Certificates regulating air emissions and odours be required for existing and new facilities managing organic waste.


John Irving, P. Eng., MPA,
Director, Engineering
(604-276-4140)

REPORT CONCURRENCE		
ROUTED TO: Environmental Programs	CONCURRENCE <input checked="" type="checkbox"/>	CONCURRENCE OF GENERAL MANAGER 
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO 

Staff Report

Origin

This report is intended to provide Council background and contextual information regarding the recent increase in odour complaints, especially as they relate to commercial composting activities in the City, and an update on the Air Quality Permitting process for Harvest Power.

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

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

This report supports Council's 2014-2018 Term Goal #5 Partnerships and Collaboration:

Continue development and utilization of collaborative approaches and partnerships with intergovernmental and other agencies to help meet the needs of the Richmond community.

Background

Regulatory Agency

Metro Vancouver has delegated authority from the Province, under the Environmental Management Act, to provide the service of air pollution control and air quality management by controlling the discharge of air contaminants through bylaws adopted by the Greater Vancouver Regional District Board. Metro Vancouver also regulates the management of organic waste through permits; municipally-operated waste management operations are an exemption and are regulated by the BC Ministry of the Environment. Operational Certificates are tools similar to Permits that are issued by the Province to regulate the operations of prescribed industries, in order to assure responsible management of discharges to the environment, including for air emissions. Major organic waste management facilities in operation in or near Richmond include: Harvest Power (currently operating as Harvest Fraser Richmond Organics, Ltd), the City of Vancouver's Kent transfer station (Vancouver), the Vancouver Landfill (Delta), Enviro-Smart Organics Ltd. (Delta) and Revolution Resource Recovery (Vancouver).

Harvest Power Odour Management

Locally, Harvest Power has been operating a compost, soil recycling, and biofuel energy production facility at 7028 York Road for several years. The operation of the green waste processing facility has held a Composting Facility License since 1997. The operation includes open row composting of mixed organic wastes (soils, lawn waste, and food scraps) and enclosed digestion of high-calorie organic wastes (residential and commercial food scraps) for the production of biogas that is in turn burned to generate electricity (the "Energy Garden"). To meet regional landfill diversion targets, Harvest Power recently started receiving packaged organic materials (e.g. canned goods, packed meats, etc.). Harvest Power has been receiving organic materials collected by the City of Richmond since it started recycling organic waste, initially with yard trimmings then growing to include organics. The City's current agreement

with Harvest Power is valid through to June 30, 2019; the City has options for two additional terms of sixty months each.

Harvest Power was given an Air Quality Permit in 2013, pursuant to the *Greater Vancouver Regional District Air Quality Management Bylaw No. 1082*, after a lengthy and iterative process which included input from the City and consultation with Metro Vancouver engineers and subject experts. The Permit identifies sources of odour and other air pollutants, identifies standards for various regulated parameters (nitrogen oxides, particulates, volatile organic compounds, etc.) and sets out a monitoring system to assure compliance. The initial permit expired in June 2015, however, a temporary Approval was granted by Metro Vancouver. This effectively extends the conditions of the original permit until December 31, 2015 to provide Harvest Power and Metro Vancouver an opportunity to continue to collect data, revise their Permit and work to address issues that may arise. When permits are issued, stakeholders and the public are invited to provide feedback on proposed conditions of the permit.

Under the conditions of the permit, odours are generally controlled through biofilter technology. These are bodies of organic media supporting microbes that metabolize the odourous compounds of the air passed through them, and reduce odour by an order of magnitude or more. Combined with adequate dispersion, biofilters can manage most odours effectively. Some operations are enclosed; waste feedstock for the Energy Garden biodigesters is managed in an enclosed building where exhaust air passes through scrubbers to reduce or remove odours. During the existing permit period, according to Metro Vancouver it is believed that odour complaints may have been received when the biofilters are degraded, either through overheating or contamination by ammonia, which upsets the organic balance in the filter media.

In the past, odour complaints linked to Harvest Power have increased when broadcast or print media draws attention to the operation. In some cases, a portion of the complaints are not attributed to Harvest operations, but to other sources in the area, such as farming practices or issues related to sewer treatment plants. Previous spikes in complaints have occurred in the early fall, which Metro Vancouver attributes to weather conditions that prevent the dissipation of odours. Fall weather is typically defined by frequent temperature inversions and calm winds; the same conditions that create foggy conditions at ground level. These weather conditions have been persistent in Richmond this year, bringing a peak in odours and complaints.

Odour Complaint Management

As air quality permit issuance is through Metro Vancouver, Metro Vancouver is responsible for receiving and responding to odour complaints. When receiving a complaint, Metro Vancouver staff will forward the anonymized complaint to the most likely source. The City also receives complaints directly through various channels. When arriving at Front of House or the City Switchboard, customers are instructed to direct their complaint to the Metro Vancouver 24-hour Air Quality Complaints phone line and/or the online Air Quality Complaints Form. If customers desire more feedback from the City, they are generally put in contact with Environmental Sustainability staff, who are more able to explain the technicalities of the concern and direct the complaint to be more effective. If multiple complaints are received in a short period of time, City staff contact Metro Vancouver Regulation & Enforcement staff to assure that complaints are being registered and to determine what specific actions are being taken by Metro Vancouver regulatory staff.

Harvest Power tracks complaints that they receive from Metro Vancouver and others sources, and provides a monthly report to Metro Vancouver and the City of Richmond. Harvest Power manages a “Progressive Odour Management Plan” which involves a review of complaints received. Complaints received are characterised as “likely” or “not likely” to be a result of their operations; weather and wind conditions are reviewed during this analysis. As part of this, Harvest undertakes air dispersion modelling to help determine the impact of weather conditions on odour travel and to aid in identifying potential site sources to focus on. The last report received by the City was on August 14, 2015, covering the time up to July 31, 2015.

Analysis

Recent Issues and Short Term Actions at Harvest Power

Harvest Power has occasionally had challenges meeting their odour targets over the years. In particular, this has been an issue when the Energy Garden was introduced as well as when the recent ban on food scraps disposal identified in Metro Vancouver’s Integrated Solid Waste and Resource Recovery Management Plan led to an overall increase in waste being received at the facility. Recently reported anomalous issues or process changes include:

- **Packaged Organic Waste:** Harvest Power reports that they have been accepting some packaged organic material to be processed in the Energy Garden. Initially, packaging was manually depackaged; this slow process has resulted in longer than expected on-site storage. Harvest Power is currently in the process of permitting and commissioning covered automated ‘depacking’ equipment which will decrease storage times. The new system also includes leachate management recovery.
- **Biodigesters:** In January, Harvest Power cleaned their biodigesters as a maintenance procedure, but had difficulties in restoring the system’s biogas scrubbers. Harvest Power reports that the repairs have now been completed and they expect that the system should be fully operational.
- **Biofilter:** Harvest Power reported that they have one underperforming biofilter on site that is scheduled to be replaced in October, 2015. It is Metro Vancouver’s and the City’s experience that complaints decrease after the biofilter media has been changed.

Staff most recently met with Harvest Power on October 8th to discuss concerns and solutions. As a short term response, Harvest Power agreed to add more wood chips to the compost piles, reduce pile height, and increase the turnaround time for scheduled windrow biofilters. These measures, in addition to the resolved issues listed above, should lead to reduced odour complaints. Longer term, the City will have opportunities to comment through the permit renewal process, described below. Long term, covering options of the operations or limiting the amount of waste handled on the site may be required.

Regulation of Other Regional Composting Facilities

Other facilities may be causing detectable odour issues in Richmond. Of all the facilities listed in this report (Harvest Power, Vancouver Kent Transfer Station, Vancouver Landfill, Enviro-Smart and Revolution), only Harvest Power operates under a Metro Vancouver air quality permit. The City of Vancouver facilities are exempt from Metro Vancouver air permitting, but are regulated by the provincial Ministry of the Environment. The Vancouver Landfill operates

under an Operational Certificate but the conditions do not address air quality or odour management. Vancouver's Kent Yard site does not have an operational certificate that regulates odours as well. It is our understanding that Enviro-Smart currently does not have an air quality permit. Metro Vancouver has been pursuing this matter with the operator. Some regional municipalities currently haul organic waste to private sector facilities that do not have air quality permits.

Metro Vancouver advises that while it is still possible that odours from these facilities are detected in Richmond, the majority of "compost" odour complaints in Richmond that are investigated by Metro Vancouver are suspected to trace back to Harvest Power. Despite this fact, there is a disparity regionally in how these facilities are regulated for air quality and until such time that all facilities are operating under the same odour management requirements, it will be difficult to ascertain odour sources and implement appropriate corrective measures. For this reason, a recommendation is included in this report for Council to request that the Metro Vancouver Board consider a requirement that member municipalities be limited to hauling or managing organic waste at facilities with air quality permits or Approvals pursuant to the *Greater Vancouver Regional District Air Quality Management Bylaw*, or operating under an Operational Certificate from the BC Ministry of Environment that regulates air emissions and odours for municipal facilities.

Metro Vancouver Permitting Process and Harvest Power Permit Review

Harvest Power is currently operating under an Approval from Metro Vancouver. The short term Approval provides Harvest Power and Metro Vancouver with the necessary time to develop a new Air Quality Permit. Technical details of the new permit application are currently being reviewed by Metro Vancouver. Although the current Approval expires on December 31, 2015, an extension may be granted if the permitting process cannot be completed by that date. The number of complaints is an important input into the permitting process, allowing Metro Vancouver to negotiate more stringent odour management measures.

Permit applications of this type are subject to the provincial *Public Notification Regulation*. The details of the public consultation in regards to the new Permit have not yet been determined, however Metro Vancouver have indicated that local newspaper notices and direct engagement of stakeholders (including the City of Richmond and people who have registered complaints through the Metro Vancouver complaints system) will be included in the review. A public meeting, intended to give the proponent an opportunity to explain their compliance plan to the public, is possible but has not been confirmed at this time. Staff are prepared to engage in this process and will bring a report forward summarizing key concerns and priorities for the City.

Financial Impact

None.

Conclusion

An increase of odour complaints has been noted by the City and Metro Vancouver. Staff met with both Harvest Power and Metro Vancouver staff to better understand current issues and to identify solutions. Harvest Power has committed to some immediate and on-going changes in

their operations to address the City's concerns. Metro Vancouver is currently reviewing a draft air quality permit recently submitted by Harvest Power. The City and members of the public will have an opportunity to provide input on the permit in late 2015 or early 2016. Staff analysis also revealed that similar organic waste management facilities in the region do not have air quality permits or operational certificates, in the case of municipal facilities, that regulate air quality and odours. Staff recommend that letters be sent to both Metro Vancouver and the BC Ministry of Environment requesting that these facilities be regulated for air quality. City staff will continue to monitor odour complaints and work closely with Harvest Power, Metro Vancouver and the province to address and mitigate odour concerns. Staff will also continue to direct public complaints to Metro Vancouver since complaint frequency is a factor considered at the time of air quality permit review.



Peter Russell
Senior Manager, Sustainability and District Energy
(604-276-4130)

PR:pj



City of Richmond

Report to Committee

To: General Purposes Committee
From: Tom Stewart, ASCT.
Director, Public Works Operations
Date: October 25, 2015
File: 10-6370-10-01/2015-
Vol 01
Re: **National Zero Waste Council – Food Waste Reduction Federal Tax Incentive Proposal**

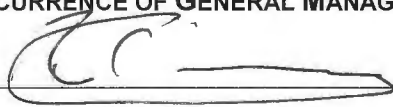

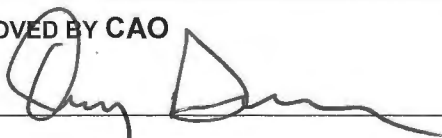
Staff Recommendation

That the following resolution be adopted and forwarded to the Federation of Canadian Municipalities (FCM) for consideration at FCM's upcoming Annual General Meeting:

BE IT RESOLVED that the City of Richmond supports the National Zero Waste Council's food waste reduction federal tax incentive proposal and urges the Government of Canada to implement tax incentives for food producers, suppliers and retailers to donate unsold edible food.

Tom Stewart, ASCT.
Director, Public Works Operations
(604-233-3301)

Att. 3

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 
APPROVED BY CAO 	

Staff Report

Origin

The National Zero Waste Council is seeking support from their members and supporters for a federal tax incentive to reduce food waste (see Attachment 1). The proposed tax incentive would offer businesses a simple tax credit linked to the fair-market value of food donated to charities. This initiative would help promote diversion of food waste from landfills, providing a variety of economic, environmental and social benefits.

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

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

4.2. *Innovative projects and initiatives to advance sustainability.*

Analysis

About the National Zero Waste Council

The National Zero Waste Council, chaired by Mayor Malcolm Brodie, is a cross-sector leadership initiative bringing together governments, businesses, and non-government organizations to advance a national waste prevention and reduction agenda in Canada. With a focus on influencing behavior and improving product design and packaging, the National Zero Waste Council aims to unite efforts in waste prevention and drive a fundamental shift in our relationship with waste.

Proposed Tax Incentive

The purpose of the proposal from the National Zero Waste Council is to encourage the federal government to introduce a tax incentive to encourage businesses to donate food, thereby keeping edible food out of the waste stream.

It is estimated that 40% or 170,000 tonnes of edible food, equivalent to 300 million meals, is disposed of in landfills every year. Production, shipping and lost market value tied to this waste is estimated to be in excess of \$31 billion. Producers and suppliers account for half of the waste and these businesses often end up paying more to donate food than it costs to dispose of the excess. Environmentally, organic waste, largely food, produces 3% of Canada's greenhouse gas emissions. Therefore, any initiative which helps to divert edible food from landfills or disposal streams can help reduce greenhouse gas emissions. A Metro Vancouver study estimated that a tax credit for food donations could reduce emissions by an amount equal to removing 275,000 cars from the road.

Under the proposed tax incentive plan, businesses would be offered a tax credit linked to the fair-market value of food donated to charities serving Canadian households. Eligible recipients of donations would be charitable, food community organizations including food banks, shelters,

community kitchens, etc. It is estimated that the food industry could reduce its operating costs by 15%-20% by reducing food waste. Socially, donated food would help to bring food and nutrition to food-insecure households, thereby helping to improve public health.

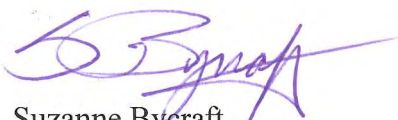
This initiative would also support the recent food waste disposal ban at regional facilities, implemented by Metro Vancouver in a staged fashion, commencing January, 2015.

Financial Impact

None.

Conclusion

The National Zero Waste Council's food waste reduction federal tax incentive proposal offers economic, financial and social benefits, and therefore aligns with the City's overall sustainability agenda. It is recommended that the proposal be supported and that this resolution be forwarded to the Federation of Canadian Municipalities (FCM), requesting that the FCM urge the government of Canada to implement tax incentives for food producers, suppliers and retailers to donate unsold, edible food and that this resolution be considered at FCM's upcoming Annual General Meeting.



Suzanne Bycraft
Manager, Fleet and Environmental Programs
(604-233-3338)

SJB:

- Att. 1: National Zero Waste Council Draft Resolution Letter
- Att. 2: National Zero Waste Council Webpage – Food Working Group
- Att. 3: National Zero Waste Council Tax Incentive for Food Donations, Briefing, Fall 2015



Canada united in the achievement of zero waste, now and for future generations

Draft Member's Motion

Recommendations

Councillor [NAME],

Seconded by Councillor [NAME],

Recommends that:

1. Mayor and Council support the National Zero Waste Council's food waste reduction federal tax incentive proposal and urge the Government of Canada to implement tax incentives for food producers, suppliers and retailers to donate unsold edible food, thereby, reducing unnecessary food waste, decreasing disposal cost to municipalities, reducing the environmental impact of food waste and addressing the issue of hunger and poverty in our communities.
2. Mayor and Council forward this resolution to the Federation of Canadian Municipalities (FCM), requesting that FCM urge the Government of Canada to implement tax incentives for food producers, suppliers and retailers to donate unsold edible food and that this resolution be considered at FCM's upcoming Annual General Meeting.

Summary

It has been estimated that up to 40% of the food produced is lost along the value chain, with much of it finding its way to landfill or composting instead of ending up as nourishment ([Provision Coalition, 2014 via National Zero Waste Food Working Group](#)). The value estimated for food waste across Canada is \$31 billion dollars, or 2% of the Canadian Gross Domestic Product ([Cost of Canada's Annual Food Waste, Gooch, 2014](#)).

It is estimated that one in eight Canadians struggle to put food on the table ([Second Harvest, 2015](#)). Nutrition and food security are among the top four indicators of health in Canada, with limited access to nutritious, affordable food linked to poor health ([What Makes Us Sick, 2013](#)).

Although waste arises at all stages of the food supply chain the most significant gains for food waste reduction lie in food manufacturing, retail and with consumers, with the causes of food waste ranging from limitations of technology with respect to equipment and packaging, to the behaviour and risk perception ([Provision Coalition, 2014 via National Zero Waste Food Working Group](#)).

A major policy report published in October by the Ontario Waste Management Association and national partners recommended "tax incentives and ...government procurement policies to avoid the creation of food waste through mechanisms like food donation programs." ([Rethink Organic Waste: A circular strategy for organics](#)).

More follows.../

Attachment 1 (cont'd)

The tax incentive proposed would not address the systemic causes of poverty and food insecurity; rather, it is one of a suite of tools needed to address the growing problem of food waste, which would also alleviate suffering.

Food Working Group

- National Zero Waste Council

- Food

Preventing food waste is a huge opportunity for Canada's economy and efforts to reduce poverty. The wasting of edible food costs us at least \$31 billion every year, in production, shipping and lost market value, according to research by VCM International (2014). Organic waste, largely food, produces 3% of Canada's greenhouse gas emissions (half that of the oil, gas and mining sector). This hurts our economy, municipalities and environment. The impacts of this waste, however, are most keenly felt by food charities and those they serve: some of the 1.1 million Canadian households with moderate to severe food insecurity.

Inefficiencies in the supply chain account for about half of all food waste in this country; consumers account for the rest. Causes run the gamut from technological limitations in equipment and packaging to risk perception and wasteful behaviour among employees, managers and consumers, according to Provision Coalition (2014).

Studies also show that collaborative approaches across different sectors – by managers, employees, suppliers, service providers, consumers, food banks, regulators, etc. – produce the best results in reducing food waste. These can take the form of education, information-sharing, pilot studies and advocacy for legislative and regulatory reform, among other approaches.

With this in mind, the National Zero Waste Council's Food Working Group brings together representatives of key sectors to collaborate in the development of policies, actions and harmonized approaches that address "avoidable" food waste, nationally. This includes recent advocacy for a federal government tax incentive to encourage the donation of larger volumes of edible food to charities offering public assistance.

Tax incentive to prevent food waste

In October 2015, members of the National Zero Waste Council began advocating for a federal tax incentive to encourage businesses to donate more edible food to charitable organizations.

The aim is to divert larger volumes of edible food from the waste stream, nationwide. Diverting organic waste from landfills is a priority for many local governments, and edible food remains a major part of this. The equivalent of 300 million meals wind up in Canadian landfills every year. About 40% of this is generated by producers and suppliers, at a significant cost to cities and towns; our environment, particularly with respect to GHG emissions from landfills with high organic content; and Canadian citizens, where nearly 1.6 million Canadian households currently suffer from food insecurity.

Attachment 2 (cont'd)**How can you help?**

Municipal members and supporters: Please speak to your municipal council about taking forward a resolution that supports a tax incentive for businesses looking to donate edible food. In the fall of 2015, the City of Toronto and other municipalities across Canada are expected to approve resolutions calling on the federal government to introduce such an incentive. A draft motion along with a briefing note are provided for local governments to use at their discretion.

- [Tax incentive issues brief](#)
- [Summary of research on tax incentive options](#)
- [Draft municipal resolution](#)

Business and community members and supporters: Please read the draft motion and briefing note. The [executive summary of a Conference Board of Canada report \(May 2015\)](#) provides further background. You may want to discuss this initiative with employees, and promote the tax incentive proposal through your networks. Please see our [frequently asked questions](#) for more information, or contact denise.philippe@metrovancover.org or james.boothroyd@metrovancover.org

- **WORKING GROUP MEMBERS**

- **Mike Layton**, Councillor, City of Toronto (Co-lead)
- **Allen Lynch**, Representative, Solid Waste Association of North America (Co-lead)
- **Michael Goeres**, Executive Director, Canada Council of Ministers of the Environment, Manager of Solid Waste Resources (Acting), Halifax Regional Municipality
- **Andrew Marr**, Senior Engineer, Solid Waste Services, Metro Vancouver
- **Maryam Mofidpoor**, Environmental Management Officer, Waste Prevention Section, Environmental Standards Branch, BC Ministry of Environment
- **Annette Synowiec**, Waste Management Planning, Solid Waste Management Services, City of Toronto
- **Shawn Pegg**, Senior Policy Advisor, Food Banks Canada
- **Philippe Ozga**, Senior Manager of Government Relations Food Banks Canada
- **Marie-Claude Bacon**, Senior Director, Corporate Affairs Department Metro Richelieu Inc.



A TAX INCENTIVE TO PREVENT FOOD WASTE IN CANADA

ISSUES BRIEF | FALL 2015

Purpose: Provide a rationale for the federal government to introduce a tax incentive to divert thousands of tonnes of edible food away from landfills to food-insecure households.

Problem: About 170,000 tonnes of edible food—equivalent to about 300 million meals—wind up in Canadian landfills every year. Production, shipping and lost market value tied to this waste costs between \$31–\$107 billion.¹ Producers and suppliers account for half of the waste. These businesses often pay more to donate food than to throw it out. This hurts our economy, municipalities and the environment. Organic waste, largely food, produces 3% of Canada's greenhouse gas emissions—half that of the oil, gas and mining sector. The impacts of this waste are felt by food charities, which experience shortages, and those they serve, including, 1.1 million households with moderate to severe food insecurity.

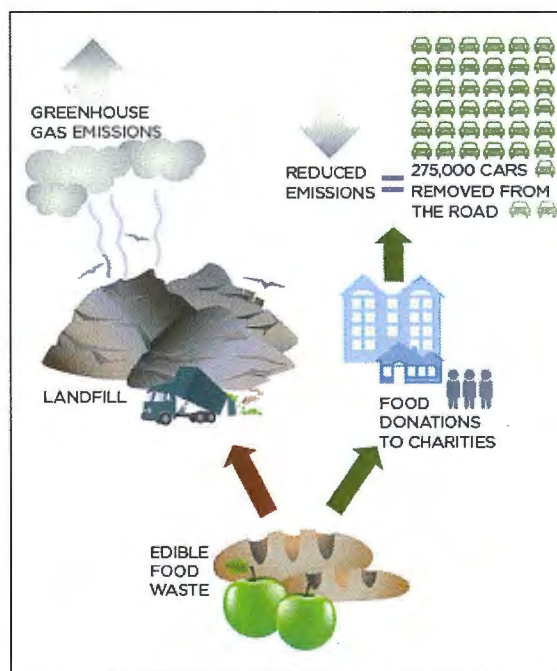
Solution: Offer businesses a simple tax credit linked to the fair-market value of food donated to charities serving Canadian households in need.

How It works: The cost of manufactured goods is used as the basis for the tax incentive. Food donors report only the cost of goods as income. They are then permitted to deduct the cost of donated items, plus half the unrealized appreciation (mark-up based on fair market value), up to twice the cost of the food donated (see examples).² Eligible recipients of donations are charitable, food community organizations including food banks, shelters, community kitchens, etc.

Effectiveness and efficiency: According to the Conference Board of Canada, a tax credit based on the cost of food manufactured would be the most effective and efficient, as it would appeal to businesses and divert large volumes of food from the waste stream. Charities would ensure that the donated food reaches those in need.

Economic benefits: A recent study estimates that our food industry could reduce its operating costs by 15% – 20% by reducing food waste. Cities would cut food waste management costs by an estimated \$41.5 million per year. Costs to the public purse would be lowered, as health and education outcomes associated with improvements to food security rise. The broader economy would also save money, owing to lower consumption of water and other resources, used in production and storage, and greater food security.

Environmental benefits: Improved land, air and water quality would result from reductions in leachate and greenhouse gas emissions, as more edible food is diverted from landfills. A Metro Vancouver study indicates that a tax credit for food donations would slash emissions by the same amount as removing 275,000 cars from the road.



TAX INCENTIVE FOR FOOD DONATIONS, BRIEFING, FALL 2015

Attachment 3 (cont'd)



Social benefits: Adults in food-insecure households are more inclined to suffer poor health, develop more chronic illnesses, and suffer mental illnesses; and their children do not perform as well at school as schoolmates with better nutrition. Food-insecurity afflicts 13% of Canadian households; so this proposed tax incentive would improve public health and education outcomes and reduce associated costs to the public purse.

Global alignment: Local and provincial Canadian governments are now banning organic waste from landfills. France has banned the disposal of edible food and, like the United States and Spain, provides financial incentives to boost businesses' donations of food. In 2015, the US also announced a first national food-waste reduction goal, calling for a 50% reduction in food waste by 2030. The EU has tabled a strategic proposal targeting food waste. The United Nations has called for an 'urgent response' to reduce the 10 billion tonnes of urban waste produced each year, including measures to "reduce waste at source, engage citizens, industries and other stakeholders [and] move from linear waste management to the circular economy."

Conclusion: Businesses already donate edible food. A tax deduction linked to the value of food donated would be attractive to businesses and would help divert larger volumes of edible food from waste. Well aligned with business practices and emerging legislation and global strategies, this incentive would benefit our economy, environment and society.

The **National Zero Waste Council** brings together leaders in government, business and community organizations to advance waste prevention in Canada.

Notes

¹ For brevity, this document does not offer references. For details, please email james.boothroyd@metrovancover.org and denise.philippe@metrovancover.org.

² For example, see the below calculation of current and proposed tax credit on a bread donation:

Bread Donation Under the Current Practice

Giovanni's Bakery gives bread with a fair market value (FMV) of \$1,000 to a local food bank that is a registered charity. The cost of the bread to the company is \$500, half its sale price. The charity gives the business a tax receipt for \$1,000.

Calculation of taxable income

Sales of bread	\$ 50,000
Plus the FMV of bread donated to charity	+ 1,000
Income	\$ 51,000
Less production costs	- 25,500
Net income	\$ 25,500
Less tax deduction for donated bread	- 1,000
Taxable Income	\$ 24,500

Bread Donation with proposed tax reduction*Calculation of taxable income*

Sales of bread	\$ 50,000
Plus the cost of bread donated to charity	+ 500
Income	\$ 50,500
Less production costs	- 25,500
Net income	\$ 25,000
Less tax deduction for donated bread (limited to 2x the cost)	- 1,000
Taxable Income	\$ 24,000



City of Richmond

Report to Committee

To: General Purposes Committee
From: Cathryn Volkering Carlile
General Manager, Community Services
Re: **Canada 150 Celebration Steering Committee**

Date: October 23, 2015
File: 11-7400-01/2015-Vol
01

Staff Recommendation

1. That a Canada 150 Celebration Steering Committee comprised of three to four members of Council be established as per the Terms of Reference to help guide Richmond's Canada 150 Program of activities, events and infrastructure projects; and
2. That the Terms of Reference for a Canada 150 Celebration Steering Committee as outlined in this report be endorsed.

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

Att. 1

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:
APPROVED BY GAO 	

Staff Report

Origin

At the Parks, Recreation and Cultural Services Committee of July 23, 2015, the following referral motion was passed:

That:

1. *the vision for Richmond's Canada 150 activities, events and infrastructure be endorsed, as outlined in the staff report titled, "Canada 150 Activities", dated June 19, 2015, from the Director, Arts, Culture and Heritage Services;*
2. *the guiding principles for determining Richmond's Canada 150 activities, events and infrastructure be endorsed;*
3. *staff be authorized to engage Council and the community for input into Richmond's Canada 150 activities, events and infrastructure; and*
4. *staff report back with options for Council's consideration.*

This report supports Council's 2014-2018 Term Goals:

#2 A Vibrant, Active and Connected City

2.3. *Outstanding places, programs and services that support active living, wellness and a sense of belonging.*

2.4. *Vibrant arts, culture and heritage opportunities.*

#5 Partnerships and Collaboration

5.2. *Strengthened strategic partnerships that help advance City priorities.*

Analysis

Canada will celebrate its 150th anniversary of Confederation in 2017 and this significant milestone for the country allows citizens to connect with their past, celebrate their identity as Canadians and build a legacy for the future.

As instructed by Council earlier this year, staff have sought public input for celebration ideas through the Canada 150 Outreach Program. Through this program, staff have consulted with targeted stakeholders and the general public to collect their thoughts on how to commemorate this landmark occasion and foster civic pride in Richmond. Volunteers have been soliciting survey participation at various City events and facilities, and a survey is available online via the City's Let's Talk Richmond page.

While this process of community consultation is still in progress and will continue until mid-November, many ideas ranging from nature walks, to concerts, to establishing a Poet Laureate program have already been received.

Some members of Council have suggested that a Canada 150 Celebration Steering Committee made up of Council members be established to steer Richmond's 2017 initiatives. As such, it is recommended that a Canada 150 Celebration Steering Committee be formed to review the ideas and feedback provided by stakeholders and general public, and recommend Richmond's Canada 150 Program of activities, events and infrastructure projects. This Steering Committee would comprise three or four Council members appointed by Council as per the Terms of Reference (Attachment 1). The Steering Committee's review process will be informed by the Vision and Guiding Principles as endorsed by Council in July.

Staff anticipate the review of ideas to occur this fall with a report on potential activities for 2017 brought forward for Council consideration in early 2016.

The Canada 150 Celebration Steering Committee will remain active, to provide support and guidance and acting as Canada 150 program ambassadors for the program through 2017.

Financial Impact

There is no financial impact to this report.

Conclusion

An appointed Canada 150 Celebration Steering Committee to review ideas and feedback provided by stakeholders and general public will ensure a strong program of activities, events and infrastructure projects to commemorate this important national occasion. Through 2017, the members will provide continued support for the program to foster civic pride and advance Richmond's continued development as a destination and vibrant cultural city.



Liesl G. Jauk
Acting Manager, Arts Services
(604-204-8672)

LJ:lj

Att. 1: Terms of Reference for Canada 150 Celebration Steering Committee

Canada 150 Celebrations Steering Committee Terms of Reference

1. Purpose

The purpose of the Canada 150 Celebrations Steering Committee is to provide guidance to Richmond's celebration of Canada's 150th birthday.

The Canada 150 Celebrations Steering Committee will:

- a) Receive from staff the findings of the Canada 150 Outreach Program.
- b) Review the information and suggest a program of activities that reflect the Vision and Guiding Principles as endorsed by Council July 27, 2015.

Vision

"Richmond's Canada 150 ignites the passions of the citizens of Richmond in a multi-faceted, year-long celebration, honours Richmond's distinct and vibrant cultural diversity, and leaves lasting legacies that foster civic pride and carry the spirit of 150 into the future."

Guiding Principles

Tie the past with the future – commemorate the history of the community while celebrating and shaping the future

Showcase Richmond – activities shed a positive light on all Richmond has to offer

Create legacies - these legacies include lasting memories, increased organization and community capacity, physical legacies and pride in the community and the country

Inclusive – ensure opportunities for input and participation for our diverse residents

Collaborative – partner with the community in planning and implementation and support community organizations to plan their own celebrations

Environmentally sustainable – follow the principles set out in the Richmond Sustainable Event Toolkit that has been developed

Coordinated – activities are coordinated and synergistic to effectively utilize resources and not compete with each other

- c) Attend meetings with staff to provide support and guidance and act as community ambassadors for the program through 2017.
- d) Prioritize a list of recommended activities, events and infrastructure projects.
- e) Receive from staff proposed Canada 150 program schedule and recommended budget prior to presentation to Committee.
- f) Meet with staff, on a schedule to be determined, to receive updates on the progress of the Canada 150 Program.
- g) Advocate for and champion the Canada 150 Program with stakeholders and the public at-large.

2. Composition

- a) The Canada 150 Celebration Steering Committee will consist of three or four members of Council and be appointed by Council.
- b) The Canada 150 Celebrations Steering Committee will be comprised of members of Richmond City Council only.
- c) The Sub Committee will appoint the Chair and Vice Chair.
- d) Meetings will be scheduled by the Steering Committee based on member availability and the program of work to be undertaken.

3. Process

Recommendations from the Canada 150 Celebrations Steering Committee will be forwarded to Council for their consideration through City staff and staff report(s).

4. Term

The Canada 150 Celebrations Steering Committee will dissolve upon completion of the Canada 150 program of activities, events and infrastructure projects, or when the Steering Committee determines that its work has been completed; whichever occurs first.



City of Richmond

Report to Committee

To: Finance Committee

Date: October 23, 2015

From: Jerry Chong
Director of Finance

File:

Re: Dissemination of Assessment and Property Tax Information

Staff Recommendation

That the property tax 101 video be promoted through the City's multimedia channels.

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

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:
APPROVED BY GAO 	

Staff Report

Origin

At the June 8, 2015 Finance Committee, the following referral was assigned to staff:

- (1) That staff prepare an information package that clearly explains the roles of BC Assessment and the City, and how changes in assessment valuations impact individual property taxes; and*
(2) That staff report back with a plan on how this information will be disseminated to property owners.

A report titled Assessment and Property Taxation was brought to the July 2, 2015 Finance Committee to address item (1) of the referral. The following report addresses the dissemination of the information to property owners.

This report supports Council's 2014-2018 Term Goal #7 Strong Financial Stewardship:

- 7.3. Transparent financial decisions that are appropriately communicated to the public.*

Analysis

In general, most taxpayers are not aware of the correlation between assessment and property tax. Although the information is readily available in the annual tax inserts, most people do not read the material and by default blame the City for any tax increases on their property tax bill.

In order to develop a better understanding for the correlation between assessment and property tax, staff have prepared a property tax 101 video which summarizes the tax calculation information provided in the "Assessment and Property Taxation" report into an approximately 5 minute clip. The video takes the viewer from how the annual tax draw is determined to how taxes are calculated for the individual household.

With the 2016 assessment letters due to be mailed in two months, this video will be promoted through the City's multimedia sites as soon as possible in order to maximize the educational value. BC Assessment will issue news releases out on January 2nd regarding assessment increases for 2016. The City will promote the video prior to this date so that taxpayers can understand the relationship between assessment and property tax ahead of receiving their assessment letter.

Financial Impact

None

Conclusion

That the property tax 101 video be promoted through the City's multimedia channels.



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

IW:iw



City of Richmond

Report to Committee

To: Finance Committee

Date: October 21, 2015

From: Andrew Nazareth
General Manager, Finance & Corporate Services

File: 03-0970-01/2015-Vol
01

Robert Gonzalez, P.Eng.
Deputy CAO and General Manager, Engineering
and Public Works

Re: 2016 Utility Budgets and Rates

Staff Recommendation

That the 2016 utility budgets, as outlined under Option 3 for Water and Sewer, Option 2 for Drainage and Diking, and Option 1 for Solid Waste and Recycling, as contained in the staff report dated October 21, 2015 from the General Manager of Finance & Corporate Services and General Manager of Engineering & Public Works, be approved as the basis for establishing the 2016 Utility Rates and preparing the 5 Year Financial Plan (2016-2020) Bylaw.

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

Robert Gonzalez, P.Eng.
Deputy CAO and General Manager,
Engineering and Public Works
(604-276-4150)

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:
APPROVED BY CAO	

Staff Report

Origin

This report presents the recommended 2016 utility budgets and rates for Water, Sewer, Drainage & Diking and Solid Waste & Recycling. The utility rates need to be established by December 31, 2015, in order to facilitate charging from January 1, 2016.

Analysis

The 2016 budget has been prepared in advance of Metro Vancouver (MV) finalizing their 2016 rates. The proposed 2016 MV rates, which will be presented to the MV Board on October 30, are used in developing the City's 2016 utility rates and are as follows:

- Greater Vancouver Water District (GVWD) rate increase is 1.9%.
- Greater Vancouver Sewerage and Drainage District (GVS&DD) sewer levy increase for Richmond is 3%.
- MV solid waste tipping fees for municipal customers will be \$100 per tonne for 2016, plus a transaction fee of \$5 per load. A tiered structure based on load size/weight will continue to be used for small vehicles and commercial customers.

Another component of the utility budget relates to replacement of ageing/deteriorating municipal infrastructure. The ageing infrastructure component is discussed in the water, sewer and drainage sections of this report.

Recognizing the challenges of cost increases outside of the City's control and those associated with maintaining City infrastructure, staff have presented various budget and rate options for 2016. Budgets and rates are presented under two or three different options for each of the City's utilities. Option 1 presents the minimum non-discretionary increases necessary to meet those demands placed on the City by external or other factors outside of the City's direct control (e.g. regional or other agency increases, contractual obligations, plant growth, fuel, insurance, etc.) based on the same level of service. Options 2 and 3 present various actions the City can take to either reduce or increase the budget and rates depending on the varying circumstances and needs within each budget area.

The various options are presented for each of the City utilities in the following sections, and a summary of proposed rates for 2016 is shown in Tables 14 and 15.

Water Utility

Table 1. Water Utility Budget				
Key Budget Areas	2015 Base Level Budget	Option 1 Non-Discretionary Increases	Option 2 Non-Discretionary Increases with 50% Rate Stabilization	Option 3 (Recommended) Non-Discretionary Increases with 0% Rate Stabilization
Salary	\$4,943,400	\$144,700	\$144,700	\$144,700
PW Materials/Equipment/Power Costs	\$1,992,400	\$56,800	\$56,800	\$56,800
Vehicle Charges	\$721,400	\$2,000	\$2,000	\$2,000
Operating Expenditures	\$466,900	\$28,100	\$28,100	\$28,100
Water Meter Reading and Maintenance	\$426,100	\$0	\$0	\$0
Toilet Rebate Program	\$100,000	\$0	\$0	\$0
GVRD Water Purchases (MV)	\$24,642,900	-\$619,700	-\$619,700	-\$619,700
Capital Infrastructure Replacement Program	\$7,500,000	\$0	\$0	\$0
Asset Management System	\$50,000	\$0	\$0	\$0
Firm Price/Receivable	\$1,825,000	\$32,200	\$32,200	\$32,200
Residential Water Metering Program	\$1,320,000	\$0	\$0	\$0
Overhead Allocation	\$864,600	\$0	\$0	\$0
Total Base Level Budget	\$44,852,700	\$44,496,800	\$44,496,800	\$44,496,800
Revenues				
Provision (Rate Stabilization)	-\$750,000	\$0	\$375,000	\$750,000
Investment	-\$427,000	\$35,000	\$35,000	\$35,000
Firm Price/Receivable	-\$1,825,000	-\$32,200	-\$32,200	-\$32,200
Meter Rental	-\$1,874,500	\$112,000	\$112,000	\$112,000
YVR Maintenance	-\$29,500	-\$500	-\$500	-\$500
Provision (Toilet Rebate/Flushing)	-\$251,100	\$0	\$0	\$0
Provision (OBI Adjustment)	-\$77,000	\$77,000	\$77,000	\$77,000
Meter Re-Reads and Other Services	-\$50,000	-\$30,800	-\$30,800	-\$30,800
Net Budget	\$39,568,600	\$39,373,200	\$39,748,200	\$40,123,200
Net Difference Over 2015 Base Level Budget		-\$195,400	\$179,600	\$554,600

The following is an explanation of the budget reductions and increases outlined in Table 1.

Operating Expenditures

Operating expenses have increased due to factors beyond the City's control including:

- Projected salary increases for union agreements and step increases;
- BC Hydro rate increases (4.9%);
- Material costs increases;
- Postage rate increases; and
- Vehicle cost increases, including insurance increases.

GVWD Water Purchases – Metro Vancouver

In 2015, the estimated MV water rate increase was 5% and the actual increase was 1.6%; the City's Water Purchase budget was generated utilizing the estimated MV increase, and the lower actual increase created surplus capacity in the Water Purchase budget of 3.4% for 2015.

The proposed 2016 MV water rate increase of 1.9% will be presented to the MV Board on October 30, 2015. MV's proposed 2016 increase is smaller than the surplus capacity created in the 2015 Water Purchase budget. As such, the 2016 Water Purchase budget is lower than the 2015 Water Purchase budget.

Water is purchased from MV (GVWD) on a unit volume basis. The volume of water the City purchases from MV has a degree of variability, primarily due to weather impacts on summer irrigation demand and the level of water use restriction that is activated by MV. The total volume estimated for budget purposes is based on average City water demand over the last 5 years. The variability in the demand during this period has been approximately plus or minus 5%, and a similar variability can be anticipated in the 2016 water purchase.

Water conservation efforts, including water metering, toilet rebates, and pressure management have helped limit increases to bulk water purchases despite a rapidly growing population, and this has contributed to lower utility rate increases. The summer of 2015 was exceptionally dry, which lead to stage 3 water use restrictions. To date in 2015, water purchases are below the five-year average. While this is partially due to the water use restriction, a significant portion is due to residents improving their water use habits as an increasing number of homes are being metered.

Water System Pressure Management

The City conducted pressure management trials in 2014 and 2015. In addition to reducing the volume of leakage, reducing system pressure can extend the life of water mains. During the trial period, night-time minimum flows decreased by 17%. This reduction in consumption has further allowed the City to minimize the impact of annual MV rate increases.

Capital Infrastructure Replacement Program

There are no proposed increases for contribution to water capital infrastructure replacement under any of the proposed options, as this utility is at a sustainable funding level. The annual capital contribution for water-related infrastructure replacement has reached \$7.5 million. Per the “Ageing Infrastructure Planning – 2015 Update” report, dated June 26, 2015, the long-term annual water infrastructure replacement funding requirement is \$7.4 million. A reduction in the annual funding contribution is not recommended as inflation will reduce this \$100,000 difference in the medium term. Staff will continue to undertake further assessments to determine infrastructure replacement requirements going forward and identify any recommended changes to the annual contribution.

Residential Water Meter Program

Residential water metering plays a significant role in the City’s Water Demand Management Program. Water meters help customers understand and improve their water use habits and help customers identify water leaks on their premises that would otherwise go undetected. Recommended funding for single- and multi-family water meter installations remains unchanged from 2015, with \$1.32 million allocated from water rates and \$600,000 allocated from the water capital program.

The Universal Single-Family Water Meter Program is in progress and is scheduled to be completed in 3 years. Approximately 2,000 single-family water meters are scheduled to be installed in 2016.

The Multi-Family Water Meter Program has been very successful. To date, the City has installed meters for 141 volunteer complexes (comprising 8,585 multi-family dwelling units), including 59 apartment complexes (6,152 units) and 82 townhouse complexes (2,433 units). These voluntary installations will continue to be funded through the water meter program funding allocation.

In 2014, 87% of metered single-family dwellings and 94% of metered multi-family dwellings have realized a utility cost reduction when compared to the flat rate as a result of the water meter programs.

Water Rate Stabilization Contribution (Water Rate Options)

The water rate stabilization provision was established by Council as a funding source to offset anticipated spikes in regional water purchase costs. By the end of 2015, the water rate stabilization provision will have a balance of \$7.3 million plus any surplus that is appropriated to this provision at year-end.

Capital projects associated with the Capilano-Seymour Water Filtration Plant are complete and the forecasted spike in rate increases is being realized. The base level budget currently reflects a \$750,000 drawdown from the water rate stabilization fund. Option 1 maintains the \$750,000 drawdown of the rate stabilization fund, while Option 2 and Option 3 (recommended) reduce the drawdown to \$375,000 and \$0 respectively.

Regional Issues

MV water rate increases support their drinking water treatment program and transmission improvement programs. MV last updated their regional water rate projections in 2013, as outlined in Table 2.

Table 2. Metro Vancouver Bulk Water Rate Projections			
	2016	2017	2018
Projected MV Water Rate (per m ³)	\$.6518	\$.7079	\$.7425
% Increase Over Prior Year	1.9%	8.6%	4.9%

Impact on 2016 Water Rates

The impact of the three budget options on water rates is shown in Tables 3 and 4. Table 3 shows the various options for metered rate customers; Table 4 shows the options for flat rate customers.

Option 1 results in the lowest rates as it includes the highest rate stabilization provision drawdown. Options 2 and 3 have increasingly higher rates as they include lower contributions from the rate stabilization provision. The percentage increase of the recommended Option 3 (approximately 0.9%) is lower than the projected MV increase, as efficiencies in City operations and well-managed budgets have allowed the City to mitigate cost impacts from MV.

Table 3. 2016 Metered Rate Water Options (net of discount)				
Customer Class	2015 Rates	Option 1	Option 2	Option 3 (Recommended)
Single-Family Dwelling (based on 312 m ³ average)	\$392.92	\$389.40 (\$3.52)	\$392.86 (\$.06)	\$396.29 \$3.37
Townhouse (based on 229 m ³ average)	\$292.69	\$290.10 (\$2.59)	\$292.64 (\$.05)	\$295.16 \$2.47
Apartment (based on 179 m ³ average)	\$209.64	\$207.62 (\$2.02)	\$209.61 (\$.03)	\$211.57 \$1.93
Metered Rate (\$/m ³)	\$1.1209	\$1.1096 (\$.0113)	\$1.1207 (\$.0002)	\$1.1317 \$.0108

The rates in Table 3 include base rates of \$43.20 for single-family dwellings, \$36 for townhouses, and \$9 for apartments.

Table 4. 2016 Flat Rate Water Options (net of discount)				
Customer Class	2015 Rates	Option 1	Option 2	Option 3 (Recommended)
Single-Family Dwelling	\$595.17	\$589.19 (\$5.98)	\$595.07 (\$.10)	\$600.94 \$5.77
Townhouse	\$487.21	\$482.31 (\$4.90)	\$487.12 (\$.09)	\$491.93 \$4.72
Apartment	\$313.95	\$310.79 (\$3.16)	\$313.90 (\$.05)	\$316.99 \$3.04

The rates outlined in Tables 3 and 4 are net rates. The Water Bylaw provides a 10% discount for utility bills paid prior to a deadline. The rates shown will be increased by 10% in the supporting bylaws to provide for the discount incentive while ensuring appropriate cost recovery.

The base rates included in Table 3 represents fixed costs for metering including meter reading, billing and maintenance.

Advantages/Disadvantages of Various Options

Option 1

- Represents the minimum increase necessary to maintain the current level of service.
- Maintains the \$750,000 subsidy from the water rate stabilization fund.

Option 2

- Represents the minimum increase necessary to maintain the current level of service.
- Reduces the subsidy from the water rate stabilization fund to \$375,000.

Option 3 (recommended)

- Represents the minimum increase necessary to maintain the current level of service.
- Eliminates the \$750,000 subsidy from the rate stabilization fund (see below for a more detailed explanation).

Recommended Option

Staff recommend the budgets and rates outlined under Option 3 for Water Services. This option maintains infrastructure funding levels at the general target identified in the “Ageing Infrastructure Planning – 2015 Update” report to meet the community’s long term needs, includes the Universal Water Meter Program for single-family homes that will be completed by 2018, and allows for volunteer water metering of multi-family homes. It also includes an appropriate toilet rebate budget and eliminates the \$750,000 drawdown of the rate stabilization fund, as efficiencies in City operations and well-managed budgets have minimized rate increases.

Given that the Metro Vancouver major projects are nearing completion, the need to continue to subsidize the water rate is now diminishing. Thus, staff recommend that the rate stabilization contribution be removed from the water rate and can therefore accumulate again until such time as Metro Vancouver introduces additional projects requiring that the rate be subsidized to level water rate spikes.

Sewer Utility

Table 5. Sewer Utility Budget				
Key Budget Areas	2015 Base Level Budget	Option 1 Non-Discretionary Increases	Option 2 Non-Discretionary Increases with \$670,000 for Additional Capital Infrastructure Replacement	Option 3 (Recommended) Non-Discretionary Increases with \$1,000,000 for Additional Capital Infrastructure Replacement
Salary	\$2,618,700	\$51,300	\$51,300	\$51,300
PW Materials/Equipment/Power Costs	\$1,478,900	\$115,000	\$115,000	\$115,000
Internal Shared Costs	\$276,800	-\$6,400	-\$6,400	-\$6,400
Operating Expenditures	\$502,200	\$2,300	\$2,300	\$2,300
GVS&DD O&M (MV)	\$20,000,000	-\$587,400	-\$587,400	-\$587,400
GVS&DD Debt (MV)	\$85,700	\$279,800	\$279,800	\$279,800
Capital Infrastructure Replacement Program	\$4,256,400	\$0	\$670,000	\$1,000,000
Asset Management System	\$50,000	\$0	\$0	\$0
Firm Price/Receivable	\$602,700	\$7,300	\$7,300	\$7,300
Overhead Allocation	\$498,200	\$0	\$0	\$0
Total Base Level Budget	\$30,369,600	\$30,231,500	\$30,901,500	\$31,231,500
Revenues				
Provision (Rate Stabilization)	-\$500,000	\$0	\$0	\$0
Provision (OBI Adjustment)	-\$49,200	\$49,200	\$49,200	\$49,200
Investment	-\$166,000	\$14,000	\$14,000	\$14,000
Firm Price/Receivable	-\$602,700	-\$7,300	-\$7,300	-\$7,300
Property Tax for DD Debt (MV)	-\$85,700	-\$279,800	-\$279,800	-\$279,800
Net Budget	\$28,966,000	\$28,604,000	\$29,274,000	\$29,604,000
Net Difference Over 2015 Base Level Budget		-\$362,000	\$308,000	\$638,000

The following is an explanation of the budget reductions and increases outlined in Table 5.

Operating Expenditures

Operating expenses have increased due to factors beyond the City's control, including:

- Projected salary increases for union agreements and step increases;
- BC Hydro rate increases (4.9%);
- Equipment cost increases; and
- Postage rate increases.

GVS&DD Operating and Maintenance (O&M) Costs – Metro Vancouver

Richmond pays MV (GVS&DD) for bulk transmission and treatment of collected liquid waste on a flat rate basis through the MV GVS&DD O&M levy. The proposed 2016 MV GVS&DD O&M levy increase of 3% will be presented to the MV Board on October 30.

In 2015, the estimated MV GVS&DD O&M levy increase was 6% and the actual increase was -0.11%; the City's MV GVS&DD O&M levy budget was generated utilizing the estimated MV increase, and the lower actual increase created surplus capacity in the MV GVS&DD O&M levy budget of 6.11% for 2015. MV's proposed 2016 increase is smaller than the surplus capacity created in the 2015 MV GVS&DD O&M levy budget. As such, the 2016 MV GVS&DD O&M levy budget is lower than the 2015 MV GVS&DD O&M levy budget.

MV is projecting an overall sewer increase of 3.9% for Richmond. 3% is the MV GVS&DD O&M levy increase that is recovered through the City's sewer utility rate. The remaining 0.9% is due to MV sewer debt, which is recovered through Richmond's tax system.

Capital Infrastructure Replacement Program

Option 1 maintains the annual contribution to the sewer infrastructure capital replacement program at \$4.25 million. The "Ageing Infrastructure Planning – 2015 Update" report noted that the annual funding contribution required to support long-term sustainability is \$6.8 million. To reduce this gap between current and required funding, Options 2 and 3 increase the capital replacement program by \$670,000 and \$1,000,000, respectively. Staff recommend Option 3, increasing the sewer capital replacement program by \$1 million, in order to reduce the gap between current and required funding. It is intended that their capital funding will be directed to sanitary sewer station upgrades, including generators, which were recently highlighted as a priority.

Sewer Rate Stabilization Contribution (Sewer Rate Options)

The sewer rate stabilization provision was established by Council as a funding source to offset significant spikes in regional sewer treatment and capacity costs. The sewer rate stabilization provision is projected to have a \$7.6 million balance by the end of 2015. Any surplus in the sewer operating budget at the end of 2015 will be appropriated to add to this balance.

All options maintain the \$500,000 drawdown on the sewer rate stabilization fund to partially offset MV GVS&DD O&M increases.

Regional Issues

Table 6 outlines MV's projected sewer charge increases for 2016 through 2018. The main budget drivers impacting the projected increase in MV costs include a variety of capital infrastructure projects, such as the Gilbert Trunk Sewer twinning project, and the Lions Gate and Iona wastewater treatment plant upgrades. The proposed 2016 MV sewer charge increase for Richmond is 3.9% (combined debt reduction and MV GVS&DD O&M levy cost increases). The MV GVS&DD O&M levy, supported by the City's utility rates, will increase by 3% in 2016.

Table 6. Metro Vancouver Sewer Charge Projections			
	2016	2017	2018
Projected MV Sewer Charge per Household	\$191	\$205	\$222
% Increase Over Prior Year	3.9%	7.5%	8.0%

Impact on 2016 Sewer Rates

The impact of the three budget options on the sewer rates is shown in Tables 7 and 8. Table 7 identifies the impact of each option on metered customers; Table 8 identifies the impact on flat rate customers.

Table 7. 2016 Metered Rate Sewer Options (net of discount)				
Customer Class	2015 Rates	Option 1	Option 2	Option 3 (Recommended)
Single Family Dwelling (based on 312 m ³ average)	\$303.92	\$296.87 (<i>\$7.05</i>)	\$303.92 \$0	\$307.35 \$3.43
Townhouse (based on 229 m ³ average)	\$223.07	\$217.89 (<i>\$5.18</i>)	\$223.07 \$0	\$225.59 \$2.52
Apartment (based on 179 m ³ average)	\$174.36	\$170.32 (<i>\$4.04</i>)	\$174.36 \$0	\$176.33 \$1.97
Metered Rate (\$/m ³)	\$0.9741	\$0.9515 (<i>\$0.0226</i>)	\$0.9741 \$0	\$0.9851 \$0.0110

Table 8. 2016 Flat Rate Sewer Options (net of discount)				
Customer Class	2015 Rates	Option 1	Option 2	Option 3 (Recommended)
Single Family Dwelling	\$399.39	\$390.15 (<i>\$9.24</i>)	\$399.39 \$0	\$403.93 \$4.54
Townhouse	\$365.43	\$356.97 (<i>\$8.46</i>)	\$365.43 \$0	\$369.58 \$4.15
Apartment	\$304.35	\$297.31 (<i>\$7.04</i>)	\$304.35 \$0	\$307.81 \$3.46

The rates outlined in Tables 7 and 8 are net rates. The bylaw provides a 10% discount for utility bills paid prior to a deadline. The rates shown will be increased by 10% in the supporting bylaws to provide for the discount incentive while ensuring appropriate cost recovery.

Advantages/Disadvantages of Various Options

Option 1

- Represents the minimum increase necessary to maintain the current level of service.
- Does not meet the City's long-term infrastructure plan to increase the capital program for replacement of ageing infrastructure. Capital replacement remains at \$4.25 million for 2016, which represents an annual \$2.55 million shortfall from the funding recommended in the "Ageing Infrastructure Planning – 2015 Update" report. The ultimate objective is to build the annual infrastructure replacement for sewer to \$6.8 million.
- Utilizes a \$500,000 drawdown from the sewer levy stabilization account to minimize the impact of regional increases on sewer rates.

Option 2

- Represents the minimum increase necessary to maintain the current level of service.
- Includes a \$670,000 increase to the capital infrastructure replacement program, in order to reduce the gap between the current funding level of approximately \$4.25 million and the long-term annual funding requirement of \$6.8 million, as recommended in the “Ageing Infrastructure Planning – 2015 Update” report.
- Utilizes a \$500,000 drawdown from the sewer levy stabilization account to minimize the impact of regional increases on sewer rates.

Option 3 (recommended)

- Represents the minimum increase necessary to maintain the current level of service.
- Includes a \$1,000,000 increase to the capital infrastructure replacement program, in order to reduce the gap between the current funding level and the long-term annual funding requirement of \$6.8 million, as recommended in the “Ageing Infrastructure Planning – 2015 Update” report.
- Utilizes a \$500,000 drawdown from the sewer levy stabilization account to minimize the impact of regional increases on sewer rates.

Recommended Option

In order to reduce the gap between the current funding level and long-term annual funding requirement, staff recommend the budgets and rates outlined under Option 3 for Sewer Services.

Drainage and Diking Utility

Drainage

In 2003, a drainage utility was created to develop a reserve fund for drainage infrastructure replacement costs. The objective, as outlined in the “Ageing Infrastructure Planning – 2015 Update” report, is to build the fund to an anticipated annual contribution of approximately \$10.4 million, subject to on-going review of the drainage infrastructure replacement requirements.

As adopted by Council in 2003, the rate started at \$10 (net) per property and is increased an additional \$10 each year until such time as the \$10.4 million annual reserve target is reached. While \$10.4 million is the optimum annual target, the Ageing Infrastructure Report identifies a target range that could be acceptable based on a sensitivity analysis of contributing variables. Funding for this utility provides for capital construction costs only and does not contribute funding to operating and maintenance.

Diking

An annual budget amount was established in 2006 to undertake structural upgrades at key locations along the dike, which equated to a net charge of \$10 per property. There have been no increases to this rate since it was first introduced. Continued annual funding is required to support studies and dike upgrades required to protect the City from long-term sea level rise due to climate change.

Impact on 2016 Drainage and Diking Rates

Table 9. 2016 Drainage and Diking Net Rate Options				
Utility	2015 Rates	Option 1	Option 2 (Recommended)	
		All Accounts	Non-Stratified ICI ¹ Accounts Above 800 m ²	All Other Accounts ²
Drainage	\$130.31	\$132.40	\$270.00	\$130.31
Diking	\$10.00	\$10.50	\$20.00	\$10.00
Total Drainage & Diking	\$140.31	\$142.90	\$290.00	\$140.31
<i>Increase Over 2015</i>		<i>\$2.59</i>	<i>\$149.69</i>	<i>\$0</i>

¹ ICI includes industrial, commercial and institutional properties that are non-strata with lot areas above 800 m².

² Includes residential properties. There is no increase proposed for residential properties.

The rates outlined in Table 9 are net rates. The bylaw provides a 10% discount for utility bills paid prior to a deadline. The net rates shown will be increased by 10% in the supporting bylaws to provide for the discount incentive while ensuring appropriate cost recovery.

Drainage Rate Equity

When the City’s Drainage and Diking Utility was first introduced, the utility rate model was simplified to facilitate ease of implementation. In previous years, when rates were lower, any inequity in the rates was marginal given the low cost to individual property owners. Today, the

rate has increased to the point that funds generated by the utility are within the long-term target range, and staff recommend that increases going forward improve equity to the rate payers. Option 2 represents the first step in a multi-year process to improve equity to the rate payers.

The size and capacity of the City's drainage system is directly related to the size of properties and the impervious area (paving, roofs, etc.) of those properties. ICI properties make up approximately 28% of Richmond's non-agricultural land area; however, they contribute less than 9% of the drainage and diking utility funding. Additionally, ICI properties generally have a high percentage of impermeable area. The largest inequities in the drainage rate system are represented by large, non-stratified ICI properties (shopping malls, warehouses, etc.) that currently pay the same drainage rate as a single family home.

Option 2 doubles the rate (from \$130.31 to \$270 annually) paid by non-stratified ICI properties with areas above 800 m². This group of rate payers represents significant inequity and Option 2 is a first step to improve equity. Future rate improvements will review the largest of the properties in this sector and may identify further increases for properties on the larger end of the spectrum.

Advantages/Disadvantages of Various Options

Option 1

- Maintains the same flat rate structure as in previous years (all accounts pay the same rate).
- Includes an adjustment to account for inflation.

Option 2 (recommended)

- Introduces a new rate for non-stratified industrial, commercial and institutional (ICI) properties with lot areas above 800 m².
- New rate reflects the fact that the properties in this category are typically much larger and, therefore, contribute a greater demand on the drainage and diking system.
- This new rate will not apply to stratified ICI properties, as the individual strata lots are more similar in size to non-ICI properties.
- All residential, agricultural and stratified ICI properties will pay the same rate as in 2015, with no increase in rates.

Recommended Option

Option 2 is recommended because it improves equity by introducing a rate that requires larger ICI properties to contribute a larger amount to the utility. Stratified ICI, which most small businesses are, and all forms of residential properties would not see an increase to the drainage utility rate.

Both options deliver a similar increase to the fund that will account for both inflationary costs and meet the funding required by the Ageing Infrastructure Report for a sustainable utility. As a result, funding for the drainage account is expected to be \$10.2 million in 2016 while the diking portion is expected to be \$785,000.

Solid Waste and Recycling

Table 10. 2016 Solid Waste & Recycling Budget				
Key Budget Areas	2015 Base Level Budget (Amended)	Option 1 (Recommended) Non-Discretionary Increases	Option 2 (with Annual Green Cart Cleaning Service Provided)	Option 3 (with Annual Green Cart and Garbage Cart Cleaning Service Provided)
Salaries	\$2,438,500	\$58,941	\$58,941	\$58,941
Contracts	\$8,002,600	\$169,200	\$616,300	\$874,600
Equipment/Materials	\$505,700	\$18,460	\$18,460	\$18,460
MV Disposal Costs	\$2,008,300	-\$478,901	-\$478,901	-\$478,901
Recycling Materials Processing	\$1,281,500	\$28,400	\$28,400	\$28,400
Container Rental/Collection	\$150,600	\$500	\$500	\$500
Operating Expenditures	\$320,900	\$2,200	\$2,200	\$2,200
Internal Shared Costs	\$172,800	\$20,500	\$20,500	\$20,500
Agreements	\$176,000	\$3,900	\$3,900	\$3,900
Rate Stabilization	\$77,000	\$10,500	\$10,500	\$10,500
Base Level Budget	\$15,133,900	\$14,967,600	\$15,414,700	\$15,673,000
Revenues				
Apply General Solid Waste and Recycling Provision	-\$865,900	\$865,900	\$865,900	\$865,900
Recycling Material	-\$257,000	-\$44,000	-\$44,000	-\$44,000
Garbage Tags	-\$17,500	\$0	\$0	\$0
Revenue Sharing Grant	-\$2,100	\$0	\$0	\$0
MMBC Incentive	-\$1,352,600	-\$73,500	-\$73,500	-\$73,500
Net Budget	\$12,638,800	\$13,220,900	\$13,668,000	\$13,926,300
Net Difference Over 2015 Base Level Budget		\$582,100	\$1,029,200	\$1,287,500

The following is an explanation of the budget reductions and increases outlined in Table 10.

Salaries

Salary cost increases under all options correspond with collective agreements and step increases.

Contracts

Contract cost increases relate to non-discretionary increases for solid waste and recycling collection services as outlined in Council-approved agreements and a small amount for growth in the number of units serviced. Option 2 includes an additional level of service for cleaning Green

Carts once per year for all residents with this service. Option 3 includes annual cart cleaning services for both Green Carts and Garbage Carts.

Equipment/Materials

Equipment and material costs are increased principally for anticipated garbage cart replacement costs associated with the new bi-weekly garbage cart collection program (scheduled to commence in the first quarter of 2016).

Metro Vancouver Disposal Costs

The regional tipping fee for local governments will be \$100/tonne in 2016, plus a \$5 per load transaction fee. The reduction in disposal costs noted in Table 10 is due in part to adjustments in expected participation in optional garbage service by residents in multi-family developments. Further, a substantial reduction is expected in single-family waste disposal due to the implementation of bi-weekly garbage collection service in 2016. The transition to bi-weekly garbage collection was approved at the May 25, 2015 Regular Council meeting.

The five-year tipping fee projection per Metro Vancouver estimates is outlined in the following table. The municipal tipping fee is projected to be a flat fee per tonne, whereas the fees for commercial and other users will be at variable rates depending on load size. In general, increases in tipping fees are designed, in part, to help drive additional recycling (create greater financial incentive to recycle) as well as to manage existing and planned added infrastructure. The variable rate for commercial users is designed to help deter losses in system revenues from waste export. This helps retain funding within the regional system for maintaining the waste disposal network.

Table 11. Metro Vancouver Tipping Fee Projections					
	2016	2017	2018	2019	2020
Projected Municipal MV Tipping Fee/Tonne	\$100	\$109	\$113	\$117	\$125
% Change from Prior Year		9%	4%	4%	7%
Other MV Tipping Fee/Tonne Charges					
Small Vehicles (0-1t)	\$133	\$137	\$141	\$145	\$150
Medium Vehicles (1-8t)	\$112	\$116	\$120	\$124	\$130
Large Vehicles (>9t)	\$80	\$83	\$85	\$87	\$89
Transaction Fee	\$5	\$5	\$6	\$6	\$7
Small Vehicle Minimum Fee	\$10	\$10	\$10	\$10	\$10

Recycling Materials Processing

Recycling materials processing costs are increased associated with anticipated added volumes of organic materials which are expected to be diverted from garbage as a result of implementation of bi-weekly garbage collection service in the first quarter of 2016.

Container Rental/Collection and Operating Expenditures

Container rental/collection costs are increased slightly associated with Recycling Depot service costs. Minor adjustments in operating expenditures are associated with the transition to bi-weekly garbage service in 2016.

Internal Shared/Agreements/Rate Stabilization

Internal shared costs are increased for the Patroller program salary and operational increases, and align with the Collective Agreement. Agreement costs are increased slightly based on the consumer price index and contractual increase with Vancouver Coastal Health Authority for the City's public health protection service agreement. Rate stabilization costs are adjusted slightly as part of balancing rates charged to residents.

Revenues – General Solid Waste and Recycling Provision

The contribution from provision is reduced due to the fact the multi-family food scraps pilot program (costs for which were funded from provision – approximately \$757,500) transitioned to a full-scale program. The total costs associated with this program are now being recovered via charges to those multi-family residents on the City's food scraps recycling program. Similarly, the garbage cart pilot program costs (also funded from provision – approximately \$100,000) are phased out associated with the full-scale implementation of bi-weekly garbage collection in the first quarter of 2016.

Recycling Material Revenues

Recycling material revenues are increased associated with MMBC payments for separate collection of glass as well as expected increases in the volumes of recycling materials received at the City's Recycling Depot.

MMBC Revenue Incentive

The incentive funding is increased in 2016 to absorb the additional costs associated with annual program increases under approved service collection contracts.

Impact on 2016 Rates

The impact of the budget options to ratepayers is provided in the tables which follow. In light of the implementation of bi-weekly garbage collection service in the first quarter of 2016, a variable rate structure will be introduced. This will allow residents the opportunity to subscribe to their desired size of garbage cart/container and the associated fee. If bi-weekly service was not introduced, the garbage portion of the rate would have increased by an estimated 5%.

Table 12 provides total costs based on standard garbage cart sizes for single-family (240L) and townhouse (120L), and assumes an apartment on City weekly organics collection service, but not on City garbage collection service. The transition to bi-weekly garbage collection service in 2016 results in a rate decrease for the average resident on City garbage service. The rate increase for apartments is reflective of a full year charge for weekly organics service in 2016. In 2015,

the amount charged for apartments was pro-rated based on 6 months service in light of implementation timeframes.

Table 12. 2016 Solid Waste and Recycling Rate Options (net of discount)				
Customer Class	2015 Rates	Option 1 (Recommended)	Option 2 (Annual Green Cart Cleaning)	Option 3 (Annual Green Cart and Garbage Cart Cleaning)
Single Family Dwelling (Standard 240L Cart)	\$277.50	\$276.25 (\$1.25)	\$287.25 \$9.75	\$296.75 \$19.25
Townhouse (Standard 120L Cart)	\$232.50	\$217.25 (\$15.25)	\$228.25 (\$4.25)	\$237.75 \$5.25
Apartment	\$71.58	\$86.85 \$15.27	\$86.85 \$15.27	\$86.85 \$15.27
Business Rate	\$27.70	\$27.95 \$0.25	\$27.95 \$0.25	\$27.95 \$0.25

Table 13 provides a more detailed breakdown of Option 1 rates based on the four different garbage cart size options that will be available to residents in single-family and townhouse units. Residents will be able to reduce or increase the amount they pay for the service based on the cart size they select for garbage collection service.

Table 13. 2016 Single-Family and Townhome Net Rates by Garbage Cart Size			
Cart Size	Garbage Portion Only	Single-Family Full Service Rate (Including Recycling, Organics, Other Services)	Townhomes Full Service Rate (Including Recycling, Organics, Other Services)
80L	\$83.00	\$253.25	\$206.75
120L	\$93.50	\$263.75	\$217.25
240L	\$106.00	\$276.25	\$229.75
360L	\$196.00	\$366.25	\$319.75

A comparison to rates in Vancouver and Surrey is provided in Attachment 3 for information.

Staff note that early feedback from townhouse units has highlighted their concerns that these residents may not have the storage space necessary for appropriately sized garbage carts for bi-weekly service. As a result, requests have been received to make garbage cart collection service available to townhouses on weekly service. To address this, staff propose that when the bylaw and rates are brought forward, weekly garbage collection service be available to townhouses (only and for the entire complex only) at a premium rate. This would result in a charge that is approximately 2.5% above current rates.

As noted previously within the water and sewer sections, the above rates are net rates and will be increased by 10% in the rate amending bylaws in accordance with the bylaw early payment discount provisions.

Regional Issues

At their September 18, 2015 meeting, the Greater Vancouver Sewerage and Drainage District Board approved a solid waste system funding strategy which establishes the rates as outlined in Table 13. In addition, the regional services fee (charged to those communities that have alternative agreements relating to waste disposal) was set at 6% of the municipal tipping fee. This fee is used to fund regional costs for Zero Waste education, planning and administration, regulation and enforcement and other activities that benefit the entire region.

With regard to disposal bans, Metro Vancouver will maintain the thresholds for organics and clean wood at 25% and 10% respectively in light of early successes as well as industry concerns about added fees. This will help to decrease the potential for waste export.

In relation to the issue of equity relating to funding of Eco Centres/Recycling Depots, the GVS&DD Board addressed this by approving a transfer station strategy with the following key elements:

- a) provision of dedicated recycling services at Metro Vancouver transfer stations only when requested and funded by communities served by the transfer station;
- b) continued development of options for replacement of the Coquitlam Transfer Station and collaboration with tri-cities municipalities to ensure that there is continuity of service between the closure of the existing transfer station and the development of a new facility;
- c) reconfiguration of the North Shore Transfer Station; and
- d) development of the Surrey Small Vehicle/Residential Drop-Off facility with the next steps being the City of Surrey to finalize a site, and Metro Vancouver to enter into an agreement with the City of Surrey where Metro Vancouver pays for the garbage component and the City of Surrey pays for the dedicated recycling component of the facility.

Recommended Option

Staff recommend the budgets and rates as outlined under Option 1 for Solid Waste and Recycling. This option provides full funding for all existing programs as well as the new Bi-Weekly Garbage Cart Collection Program.

Total Recommended 2016 Utility Rate Option

In light of the significant challenges associated with the impacts of regional costs and new programs in the City, staff recommend the budget and rates options as follows:

- Option 3 is recommended for Water and Sewer
- Option 2 is recommended for Drainage and Diking
- Option 1 is recommended for Solid Waste and Recycling

Table 14 summarizes the estimated total metered rate utility charge, based on average water and sewer consumption. Table 15 summarizes the total flat rate utility charge.

Table 14. 2016 Estimated Total Net Rates to Metered Customers		
Customer Class	2015 Estimated Net Metered Rates	2016 Estimated Net Metered Rates (Recommended)
Single-Family Dwelling (based on 312 m ³ average)	\$1,114.65	\$1,120.20 \$5.55
Townhouse (on City garbage service) (based on 229 m ³ average)	\$888.57	\$878.31 (\$10.26)
Townhouse (not on City garbage service) (based on 229 m ³ average)	\$779.07	\$777.31 (\$1.76)
Apartment (based on 179 m ³ average)	\$595.89	\$615.07 \$19.17
Commercial/Industrial		
Metered Water (\$/m ³)	\$1.1209	\$1.1317 \$.0108
Metered Sewer (\$/m ³)	\$.9741	\$.9851 \$.0110
Business: Garbage	\$27.70	\$27.95 \$0.25
Business: Drainage & Diking	\$140.31	\$290.00 \$149.69

As 83% of single-family dwellings are on meters, the metered charges in Table 14 are representative of what the majority of residents in single-family dwellings would pay versus the flat rate charges outlined in Table 15.

Table 15. 2016 Total Net Rates to Flat Rate Customers		
Customer Class	2015 Net Flat Rates	2016 Net Flat Rates (Recommended)
Single-Family Dwelling	\$1,412.37	\$1,421.43 \$9.06
Townhouse (on City garbage service)	\$1,225.45	\$1,219.07 (\$6.38)
Townhouse (not on City garbage service)	\$1,115.95	\$1,118.07 \$2.12
Apartment	\$830.19	\$851.96 \$21.77

As noted previously, the rates highlighted in this report reflect the net rates. This is the actual cost that property owners pay after the 10% discount incentive is applied, as outlined in the rate bylaws. The discount incentive provided in the bylaws is a very effective strategy in securing utility payments in a timely manner. To ensure full cost recovery while maintaining the payment incentive, the bylaw rates are adjusted by the discount amount. The recommended rates outlined above result in gross rate charges to residents as outlined in Attachment 2. These rates would be reflected in the amending bylaws for each utility area, should they be approved by Council.

Flat Rate and Metered Customers

The residential metering program has been successful in transitioning the majority of single-family households from flat rates. Approximately 83% of single-family homes are now on meters. The majority of townhouses and apartments are still on flat rate; however, the number with meters will continue to increase with the volunteer and mandatory water meter programs for multi-family dwellings. The number of units by customer class, including those on meters, is shown below:

Table 16. Flat Rate and Metered Property Unit Counts				
		2015 Counts	2016 Counts (Estimated)	Difference
Single-Family Residential	Flat Rate (17%)	4,766	2,718	(2,048)
	Metered (83%)	23,998	26,560	2,562
Townhouse	Flat Rate (72%)	11,815	11,565	(250)
	Metered (28%)	4,637	5,034	397
Apartment	Flat Rate (58%)	15,470	15,070	(400)
	Metered (42%)	11,079	13,590	2,511
Total Residential Units		71,765	74,537	2,772
Commercial Units	Metered	4,014	4,114	100
Farms	Metered	45	45	0

Comparison of 2015 City Utility Rates to Other Major Household Expenses

In relation to other common household expenses, City utility expenses represent good value when compared with other daily major household expenses, such as telephone, cable, internet, electricity, transit and others. Water, sewer, garbage and drainage utility services are fundamental to a quality lifestyle for residents as well as necessary infrastructure to support the local economy. The following Figure 1 illustrates the value of these services when compared to other common household expenses.

Figure 1. Cost Comparison of Main Household Expenses for a Single-Family Dwelling

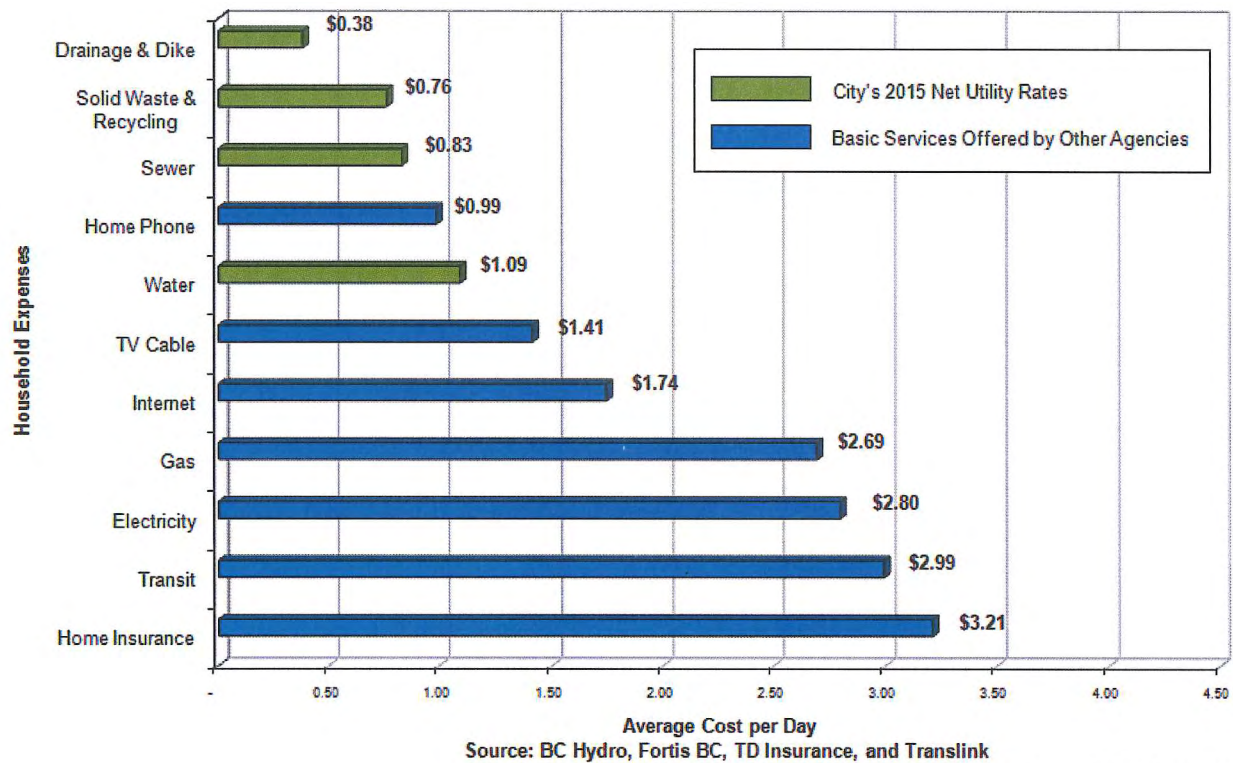


Figure 1 Reference REDMS 4717112

Financial Impact

The budgetary and rate impacts associated with each option are outlined in detail in this report. In all options, the budgets and rates represent full cost recovery for each City service.

The key impacts to the recommended 2016 utility budgets and rates stem from estimated Metro Vancouver increases for bulk water and the sewer levy. Cost impacts have been largely offset through efficiencies in City operations and well-managed budgets. Staff recommend the budget and rates options as follows:

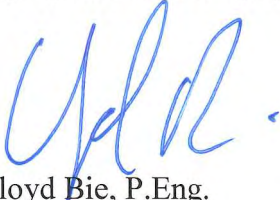
- Option 3 is recommended for Water and Sewer
- Option 2 is recommended for Drainage and Diking
- Option 1 is recommended for Solid Waste & Recycling

Considerable effort has been made to minimize City costs and other costs within our ability in order to minimize the impact to property owners.

Conclusion

This report presents the 2016 proposed utility budgets and rates for City services relating to the provision of water, the connection of wastewater, flood protection, as well as the provision of solid waste and recycling services. Considerable measures are taken to reduce costs where possible in order to minimize rate increases. A significant portion of the City's costs relate to impacts from influences outside of the City's direct control, such as regional cost impacts, power and postage increases, etc. Regional costs are expected to continue increasing to meet demands for high quality drinking water and sewer treatment. The percentage increase of the recommended options is lower than the MV increase, as efficiencies in City operations and well-managed budgets have allowed the City to mitigate cost impacts from MV.

Staff recommend that the budgets and rates as outlined in this report be approved and that the appropriate amending bylaws be brought forward to Council to bring these rates into effect.



Lloyd Bie, P.Eng.
Manager, Engineering Planning
(604-276-4075)



Suzanne Bycraft
Manager, Fleet & Environmental Programs
(604-233-3338)

LB:lb

Attachment 1

2016 Estimated Total Net Rates to Metered Customers

2016 Estimated Total Net Rates to Metered Customers		
Customer Class	2015 Estimated Net Metered Rates	2016 Estimated Net Metered Rates (Recommended)
Single-Family Dwelling (based on 312 m ³ average)	\$1,114.65	\$1,120.20 \$5.55
Townhouse (on City garbage service) (based on 229 m ³ average)	\$888.57	\$878.31 (\$10.26)
Townhouse (not on City garbage service) (based on 229 m ³ average)	\$779.07	\$777.31 (\$1.76)
Apartment (based on 179 m ³ average)	\$595.89	\$615.07 \$19.17
Commercial/Industrial		
Metered Water (\$/m ³)	\$1.1209	\$1.1317 \$.0108
Metered Sewer (\$/m ³)	\$.9741	\$.9851 \$.0110
Business: Garbage	\$27.70	\$27.95 \$0.25
Business: Drainage & Diking	\$140.31	\$290.00 \$149.69

Attachment 2

2016 Annual Utility Charges – Recommended Gross Rates per Bylaw (Estimated Metered and Actual Flat Rates)

	Water	Sewer	Drainage/ Diking	Garbage/ Recycling	Total
Metered (Based on Average Consumption)					
Single-Family Dwelling	\$440.32	\$341.50	\$155.90	\$306.94	\$1,244.66
Townhouse (with City garbage)	\$327.95	\$250.65	\$155.90	\$241.39	\$975.89
Townhouse (no City garbage)	\$327.95	\$250.65	\$155.90	\$129.17	\$863.67
Apartment	\$235.08	\$195.93	\$155.90	\$96.50	\$683.41
Flat Rate (Actual)					
Single-Family Dwelling	\$667.72	\$448.81	\$155.90	\$306.94	\$1,579.37
Townhouse (with City garbage)	\$546.59	\$410.64	\$155.90	\$241.39	\$1,354.52
Townhouse (no City garbage)	\$546.59	\$410.64	\$155.90	\$129.17	\$1,242.30
Apartment	\$352.21	\$342.01	\$155.90	\$96.50	\$946.62
General – Other/Business					
Metered Water (\$/m ³)	\$1.2575				
Metered Sewer (\$/m ³)		\$1.0946			
Business: Garbage				\$31.06	
Non-Stratified ICI: Drainage & Diking			\$322.23		

Attachment 3

2016 Annual Utility Charges – Comparison to 2015 Rates in the Cities of Vancouver and Surrey

City of Vancouver 2015 Single-Family and Townhome Rates by Garbage Cart Size Residents may have 1 or 2 garbage carts and pay the additional garbage rate for the 2 nd cart				
Cart Size	Garbage Portion Only (Bi-Weekly)	Single-Family & Townhome Full Service Rate Bi-weekly Garbage (Including Recycling, Organics)	Garbage Portion Only (Weekly)	Townhome Full Service Rate Weekly Garbage Option (Including Recycling, Organics)
75L	\$75.00	120L Organics \$197.00 180L Organics \$215.00 240L Organics \$233.00 360L Organics \$269.00	\$97.00	120L Organics \$219.00 180L Organics \$237.00 240L Organics \$255.00 360L Organics \$291.00
120L	\$87.00	120L Organics \$209.00 180L Organics \$227.00 240L Organics \$245.00 360L Organics \$281.00	\$110.00	120L Organics \$232.00 180L Organics \$250.00 240L Organics \$268.00 360L Organics \$304.00
180L	\$103.00	120L Organics \$225.00 180L Organics \$243.00 240L Organics \$261.00 360L Organics \$297.00	\$128.00	120L Organics \$250.00 180L Organics \$268.00 240L Organics \$286.00 360L Organics \$322.00
240L	\$119.00	120L Organics \$241.00 180L Organics \$259.00 240L Organics \$277.00 360L Organics \$313.00	\$146.00	120L Organics \$268.00 180L Organics \$286.00 240L Organics \$304.00 360L Organics \$340.00
360L	\$151.00	120L Organics \$273.00 180L Organics \$291.00 240L Organics \$309.00 360L Organics \$345.00	\$182.00	120L Organics \$304.00 180L Organics \$322.00 240L Organics \$340.00 360L Organics \$376.00
Note: Additional fees apply if carts are stored on streets or lanes (\$74.29 per cart)				

City of Surrey 2015 Single-Family and Townhome Rates by Garbage Cart Size		
Cart Size	Single-Family & Townhome All Inclusive Full Service Rate (One Cart) (Including Recycling, Organics, Other Services)	Additional Fees for Each Additional Garbage Collection Cart
80L	\$283.00	\$142.00
120L	\$283.00	\$142.00
180L	\$283.00	\$283.00
240L	\$283.00	\$283.00
360L	\$425.00	\$425.00



City of Richmond

Report to Council

To: Richmond City Council
From: Robert Gonzalez, P.Eng.
Deputy CAO and General Manager, Engineering
and Public Works
Andrew Nazareth
General Manager, Finance & Corporate Services
Date: November 3, 2015
File: 03-0970-01/2015-Vol
01
Re: 2016 Utility Rate Amendment Bylaws

Staff Recommendation

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. 9496;
- b) Drainage, Dyke and Sanitary Sewer System Bylaw No. 7551, Amendment Bylaw No. 9495; and
- c) Solid Waste and Recycling Regulation Bylaw No. 6803, Amendment Bylaw No. 9497.

Robert Gonzalez, P.Eng.
Deputy CAO and General Manager,
Engineering and Public Works
(604-276-4150)

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

Att. 3

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

Staff Report

Origin

At the November 2, 2014 Finance Committee, the following recommendation was approved by Committee as part of their consideration of the 2016 Utility Budgets and Rates:

“That the 2016 Utility Budgets, as outlined under Option 3 for Water and Sewer, Option 2 for Drainage and Diking, and Option 1 for Solid Waste and Recycling, as contained in the staff report dated October 21, 2015 from the General Manager of Finance & Corporate Services and General Manager of Engineering & Public Works, be approved as the basis for establishing the 2016 Utility Rates and preparing the 5 Year Financial Plan (2016-2020) Bylaw.”

Subject to Council’s acceptance of the above Finance Committee recommendation, this report presents the amending bylaws required to bring the utility rates into effect for 2016.

Analysis

The following is a summary of the proposed changes for Waterworks and Water Rates Bylaw No. 5637, Drainage, Dyke and Sanitary Sewer System Bylaw No. 7551, and Solid Waste and Recycling Bylaw No. 6803, as outlined in the “2016 Utility Budgets and Rates” report, dated October 21, 2015:

1. Waterworks and Water Rates Bylaw No. 5637, Amendment Bylaw 9496

- Changes to implement the 2016 water rates as outlined in Option 3 of the above-referenced report.

2. Drainage, Dyke, and Sanitary Sewer System Bylaw No. 7551, Amendment Bylaw No. 9495

- Changes to implement the 2016 sanitary sewer rates as outlined in Option 3, and drainage and diking rates as outlined in Option 2, of the above-referenced report.
- Housekeeping amendments to adjust schedule headings.

3. Solid Waste & Recycling Regulation Bylaw No. 6803, Amendment Bylaw 9497

- Changes to implement the 2016 solid waste and recycling rates as outlined in Option 1 of the above-referenced report, including the variable rate by container size for garbage collection service.
- Provision of carts for garbage collection service.
- Implementation of bi-weekly garbage collection service.
- A \$25 fee for cart replacement requests (cart size exchanges only – fee not applicable for damaged carts). Note – through the end of 2016, residents may request one cart exchange at no cost.

- Provisions to allow for weekly garbage collection in townhome complexes (only) at a premium of 20% where requested due to space/storage considerations.
- Rates for commercial customers for garbage and organics collection service, including weekly and twice weekly service (application/approval basis only).

Financial Impact

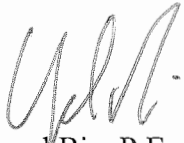
The rates outlined in the proposed amending bylaws represent full cost recovery for each respective utility area. The impact to ratepayers is outlined in the "2016 Utility Budgets and Rates" report, dated October 21, 2015.

Conclusion

The amending bylaws presented with this report require Council's approval to charge for the various utility services in 2016. These services include the provision of high-quality drinking water for all residents and businesses, sewage conveyance and treatment, and solid waste and recycling services.

A strong fiscal management approach is applied towards ensuring that on-going replacement costs are also included in the City's rates, as part of ensuring sound capital investment for infrastructure. This ensures a high level of consistent services for the community.

The costs and rates strategy outlined manage these competing costs effectively while balancing the fiscal challenges presented by increases in regional costs.



Lloyd Bie, P.Eng.
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(604-276-4075)



Suzanne Bycraft
Manager, Fleet & Environmental Programs
(604-233-3338)

LB:jh

- Att. 1: Waterworks and Water Rates Bylaw No. 5637, Amendment Bylaw 9496
2: Drainage, Dyke, and Sanitary Sewer System Bylaw No. 7551, Amendment Bylaw No. 9495
3: Solid Waste & Recycling Regulation Bylaw No. 6803, Amendment Bylaw 9497



**Waterworks and Water Rates Bylaw No. 5637,
Amendment Bylaw No. 9496**

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 deleting Schedules A through G and substituting the schedules attached to and forming part of this Bylaw.
2. This Bylaw comes into force and effect on January 1, 2016.
3. This Bylaw is cited as "**Waterworks and Water Rates Bylaw No. 5637, Amendment Bylaw No. 9496**".

FIRST READING

SECOND READING

THIRD READING

ADOPTED

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

MAYOR

CORPORATE OFFICER

SCHEDULE "A" to BYLAW NO. 5637**BYLAW YEAR - 2016****FLAT RATES FOR
RESIDENTIAL, AGRICULTURAL, AND INSTITUTIONAL PROPERTIES**

	Annual Fee
A. Residential dwellings per unit	
One-Family Dwelling or Two-Family Dwelling	\$667.72
Townhouse	\$546.59
Apartment	\$352.21
B. Stable or Barn per unit	\$134.54
C. Field Supply – each trough or water receptacle or tap	\$84.11
D. Public Schools for each pupil based on registration January 1 st	\$7.97

SCHEDULE "B" TO BYLAW NO. 5637**BYLAW YEAR 2016****METERED RATES FOR
INDUSTRIAL, COMMERCIAL, INSTITUTIONAL, MULTI-FAMILY,
STRATA-TITLED AND FARM PROPERTIES****1. RATES**

Consumption per cubic metre:	\$1.2575
Minimum charge in any 3-month period (not applicable to Farms)	\$114.00

2. RATES FOR EACH METER

Rent per **water meter** for each 3-month period:

Meter Size	Base Rate
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

SCHEDULE "C" TO BYLAW NO. 5637**BYLAW YEAR 2016****METERED RATES FOR
ONE-FAMILY DWELLING AND TWO-FAMILY DWELLING****1. RATES**

Consumption per cubic metre: \$1.2575

2. RATES FOR EACH METER

Rent per **water meter** for each 3-month period:

<u>Meter Size</u>	<u>Base Rate</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

SCHEDULE "D" to BYLAW 5637**BYLAW YEAR - 2016****1. WATER CONNECTION CHARGE**

One-Family, Two-Family, Multi-Family, Industrial, Commercial Water Connection Size	Connection Charge	
	Tie In Charge	Price Per Metre of Service Pipe
25mm (1") diameter	\$2,550	\$175.00
40mm (1 ½") diameter	\$3,500	\$175.00
50mm (2") diameter	\$3,650	\$175.00
100mm (4") diameter	\$6,900	\$350.00
150mm (6") diameter	\$7,100	\$350.00
200mm (8") diameter	\$7,300	\$350.00
larger than 200mm (8") diameter	by estimate	by estimate

2. DESIGN PLAN PREPARED BY CITY

Design plan prepared by City for One-Family Dwelling or
Two-Family Dwelling

\$1,000 each

Design plan for all other buildings

\$2,000

3. WATER METER INSTALLATION FEE

Install water meter [s. 3A(a)]

\$1,000 each

SCHEDULE "E" to BYLAW 5637**BYLAW YEAR - 2016****CONSTRUCTION PERIOD WATER CONSUMPTION RATES –
RESIDENTIAL**

MONTH (2016)	ONE-FAMILY DWELLINGS & EACH UNIT IN A TWO-FAMILY DWELLING (rate per unit)	START BILL YEAR	MULTI- FAMILY LESS THAN 4 STOREYS (rate per unit)	START BILL YEAR	MULTI- FAMILY 4 STOREYS OR MORE (rate per unit)	START BILL YEAR
January	\$668	2017	\$547	2017	\$722	2018
February	\$612	2017	\$1,075	2018	\$693	2018
March	\$556	2017	\$1,029	2018	\$663	2018
April	\$501	2017	\$984	2018	\$634	2018
May	\$445	2017	\$938	2018	\$605	2018
June	\$390	2017	\$893	2018	\$575	2018
July	\$334	2017	\$847	2018	\$546	2018
August	\$979	2018	\$802	2018	\$905	2019
September	\$924	2018	\$756	2018	\$876	2019
October	\$868	2018	\$711	2018	\$846	2019
November	\$812	2018	\$665	2018	\$817	2019
December	\$757	2018	\$619	2018	\$787	2019

**CONSTRUCTION PERIOD WATER CONSUMPTION RATES –
COMMERCIAL AND INDUSTRIAL**

Water Connection Size	Consumption Charge
20mm (3/4") diameter	\$135
25mm (1") diameter	\$270
40mm (1 1/2") diameter	\$675
50mm (2") diameter	\$1,690

SCHEDULE "F" to BYLAW 5637**BYLAW YEAR - 2016****MISCELLANEOUS CHARGES**

1.	For an inaccessible meter as set out in Section 7	\$167 per quarter
2.	For each turn on or turn off	\$96
3.	For each non-emergency service call outside regular hours	Actual Cost
4.	Fee for testing a water meter	\$360
5.	Water Service Disconnections:	
	(a) when the service pipe is temporarily disconnected at the property line for later use as service to a new building	\$165
	(b) when the service pipe is not needed for a future development and must be permanently disconnected at the watermain, up to and including 50mm	\$1,100
	(c) if the service pipe is larger than 50mm	Actual Cost
6.	Troubleshooting on private property	Actual Cost
7.	Fire flow tests of a watermain:	
	First test	\$250
	Subsequent test	\$150
8.	Locate or repair of curb stop service box or meter box	Actual Cost
9.	Toilet rebate per replacement	\$100
10.	Fee for water meter verification request	\$50

SCHEDULE "G" to BYLAW 5637**BYLAW YEAR - 2016****RATES FOR VANCOUVER INTERNATIONAL AIRPORT AUTHORITY (YVR)**

Applicable rate is \$0.7243 per cubic meter of water consumed, plus the following amounts:

- YVR's share of future water infrastructure capital replacement calculated at \$0.3372 per m³
- 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
- 100% of the actual cost of operations and maintenance activities on a section of 1064 m water main, as shown outlined in green on the plan attached as Schedule H from the date of completion of the Canada Line public transportation line for a period of 5 years. After the 5 year period has expired, costs for this section will be equally shared between the **City** and YVR
- 76 m³ of water per annum at rate of \$0.7345 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)



**Drainage, Dyke and Sanitary Sewer Bylaw No. 7551,
Amendment Bylaw No. 9495**

The Council of the City of Richmond enacts as follows:

1. The **Drainage, Dyke and Sanitary Sewer System Bylaw No. 7551**, as amended, is further amended:
 - (a) at Part Two, by deleting section 2.1.2 and substituting the following:

“2.1.2 Every **property owner** whose property has been connected to the **City drainage system** must pay the **drainage system** infrastructure replacement fees specified in Part 1 of Schedule C for the period from January 1 to December 31 of each year.”
 - (b) at Part Four, by deleting section 4.2 and substituting the following:

“4.2 Every **property owner** in the **City** must pay a fee for improvements and upgrades to the **Dyke System** in the amount specified in Part 2 of Schedule C for the period from January 1 to December 31 of each year.”
 - (c) at Part Five, by deleting the definition for Best Management Practices in Section 5.1 and substituting with the following:

“BEST MANAGEMENT PRACTICES

means schedules of activities, prohibitions of practices, maintenance procedures and other management practices to prevent or reduce the discharge of fat, oil or grease into a sanitary sewer or drainage system, as outlined in Schedule D attached to and forming part of this bylaw.”
 - (d) by deleting Schedule B and Schedule C in their entirety and substituting the schedules attached to and forming part of this Bylaw.
2. This Bylaw comes into force and effect on January 1, 2016.

3. This Bylaw is cited as **"Drainage, Dyke and Sanitary Sewer Bylaw No. 7551, Amendment Bylaw No. 9495"**.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

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

SCHEDULE to Bylaw 9495**SCHEDULE B to BYLAW NO. 7551****SANITARY SEWER USER FEES****1. FLAT RATES FOR NON-METERED PROPERTIES**

	Annual Fee Per Unit
(a) Residential Dwellings	
(i) One-Family Dwelling or Two-Family Dwelling	\$448.81
(ii) Multiple-Family Dwellings of less than 4 storeys in height	\$410.64
(iii) Multiple-Family Dwellings 4 or more storeys in height	\$342.01
(b) Public School (per classroom)	\$415.90
(c) Shops and Offices	\$351.22

2. RATES FOR METERED PROPERTIES

Regular rate per cubic metre of water delivered to the property: \$ 1.0946

3. RATES FOR COMMERCIAL, INDUSTRIAL, INSTITUTIONAL AND AGRICULTURAL

Minimum charge in any quarter of a year: \$ 86.00

SCHEDULE B to BYLAW NO. 7551**SANITARY SEWER USER FEES****4. CONSTRUCTION PERIOD – PER DWELLING UNIT**

Month (2016)	One-Family Dwellings & Each Unit in a Two-Family Dwelling (rate per unit)	Start Bill Year	Multi-Family Dwelling Less than 4 Storeys (rate per unit)	Start Bill Year	Multi-Family Dwelling 4 Storeys or More (rate per unit)	Start Bill Year
January	\$449	2017	\$411	2017	\$701	2018
February	\$411	2017	\$808	2018	\$673	2018
March	\$374	2017	\$773	2018	\$644	2018
April	\$337	2017	\$739	2018	\$616	2018
May	\$299	2017	\$705	2018	\$587	2018
June	\$262	2017	\$671	2018	\$559	2018
July	\$224	2017	\$636	2018	\$530	2018
August	\$658	2018	\$602	2018	\$879	2019
September	\$621	2018	\$568	2018	\$850	2019
October	\$583	2018	\$534	2018	\$822	2019
November	\$546	2018	\$500	2018	\$793	2019
December	\$509	2018	\$465	2018	\$765	2019

SCHEDULE C to BYLAW NO. 7551**DRAINAGE AND DYKE SYSTEM FEES**

	Annual Fee Per Unit
1. DRAINAGE SYSTEM FEE	
(a) Residential properties	\$144.79
(b) Agricultural properties	\$144.79
(c) Stratified industrial, commercial and institutional properties	\$144.79
(d) Non-stratified industrial, commercial and institutional properties with lot areas less than 800 m ²	\$144.79
(e) Non-stratified industrial, commercial and institutional properties with lot areas greater than 800 m ²	\$300.00
2. DYKE SYSTEM FEE	
(a) Residential properties	\$11.11
(b) Agricultural properties	\$11.11
(c) Stratified industrial, commercial and institutional properties	\$11.11
(d) Non-stratified industrial, commercial and institutional properties with lot areas less than 800 m ²	\$11.11
(e) Non-stratified industrial, commercial and institutional properties with lot areas greater than 800 m ²	\$22.22

SCHEDULE D to Bylaw No. 7551
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.



**Solid Waste & Recycling Regulation Bylaw No. 6803, Amendment
Bylaw No. 9497**

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 at Part One:
 - a. By deleting section 1.3.1 and substituting the following:
 - 1.3.1 The **City** will provide to the **occupier** of every **single-family dwelling, duplex dwelling, and townhouse development** which receives **City garbage** collection a **garbage cart** of either 46.5L, 80L, 120L, 240L or 360L size. The **occupier** may select their preferred size of **garbage cart** and, if no selection is made, will receive a **garbage cart** of 240L size if a single-family dwelling or a duplex dwelling, or of 120L size if a unit in a **townhouse development**. Once the **garbage cart** has been received, and subject to subsection 1.3.3, the **occupier** may place for collection one **garbage cart** every two weeks. An **occupier** may request a second **garbage cart** by applying to the **City** and paying the applicable additional fees. If a second **garbage cart** is approved, the **occupier** may place for collection two **garbage carts** every two weeks. All **garbage carts** remain the property of the **City**.
 - b. By deleting section 1.3.3(b) and substituting the following:
 - (b) attaches one such tag, in a location easily visible to collectors, to each additional **garbage container** placed out for collection.
 - c. By adding section 1.3.4 after section 1.3.3:
 - 1.3.4 **Townhouse developments** may request weekly garbage collection for the entire townhouse complex only, by applying to the **City** and paying the applicable additional fees.
 - d. By adding section 1.3.5 after section 1.3.4:

1.3.5 **Non-residential**, commercial businesses may request **garbage** collection and **yard/food waste** collection on a weekly basis or on a twice per week basis by applying to the **City** and paying the applicable additional fees.

e. By adding in section 1.4.1 after the words "**garbage** intended for collection in" the words "a **garbage cart**, and for additional **garbage** for which the **occupier** has purchased a tag pursuant to section 1.3.3 of this bylaw, ".

f. By adding in section 1.4.1(a) before the words "plastic bags" the words "in **garbage containers** consisting of".

g. By adding section 1.4.3 after section 1.4.2:

1.4.3 An **occupier** may request a change in **garbage cart** size by paying the applicable fee.

2. The **Solid Waste and Recycling Regulation Bylaw No. 6803**, as amended, is further amended at Part Five by adding in section 5.1.1, after the words "must maintain all **garbage containers**," the words "including without limitation all **garbage carts**,".
3. The **Solid Waste and Recycling Regulation Bylaw No. 6803**, as amended, is further amended by deleting Schedules A through D and substituting the schedules attached to and forming part of this Bylaw.
4. This Bylaw comes into force and effect on January 1, 2016.
5. This Bylaw is cited as "**Solid Waste & Recycling Regulation Bylaw No. 6803, Amendment Bylaw No. 9497**".

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

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

BYLAW YEAR:**2016****SCHEDULE A to BYLAW NO. 6803**

FEES FOR CITY GARBAGE COLLECTION SERVICE	
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	\$ 92.22
Annual City garbage collection service fee for each unit in a townhouse development with weekly collection service: 80L container	\$ 110.66
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	\$ 103.89
Annual City garbage collection service fee for each unit in a townhouse development with weekly collection service: 120L container	\$ 124.67
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: 240L container	\$ 117.78
Annual City garbage collection service fee for each unit in a townhouse development with weekly collection service: 240L container	\$ 141.34
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	\$ 217.78
Annual City garbage collection service fee for each unit in a townhouse development with weekly collection service: 360L container	\$ 261.34
Annual City garbage collection service fee for each unit in a multi-family dwelling	
- Weekly service	\$ 40.00
- Twice per week service	\$ 78.33
Optional Annual City garbage collection service fee for Commercial customers	
- Weekly service	\$ 72.22
- Cost per additional cart	\$ 28.89
Optional Annual City garbage collection service fee for Commercial customers	
- Twice weekly service	\$ 127.78
- Cost per additional cart	\$ 55.56
Fee for garbage cart replacement	\$ 25.00
Fee for each excess garbage container tag	\$ 2.00
Large Item Pick Up fee	\$ 8.33

SCHEDULE B to BYLAW NO. 6803

FEES FOR CITY RECYCLING SERVICE	
Annual City recycling service fee:	
(a) For residential properties, which receive blue box service (per unit)	\$ 50.00
(b) For multi-family dwellings or townhouse developments which receive centralized collection service (per unit)	\$ 34.56
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)	\$ 102.22
(b) For yard and garden trimmings and food waste from townhome dwellings that receive City garbage or blue box service (per unit)	\$ 50.56
(c) For yard and garden trimmings and food waste from multi-family dwellings	
- Weekly Service	\$ 33.33
- Twice per week service	\$ 58.89
Cardboard bin recycling service for multi-family dwellings, collected once every 2 weeks	\$ 50.00/bin/month
Fee for yard/food waste cart replacement	\$ 25.00
Annual City recycling service fee for non-residential properties	\$ 2.44
Optional Annual City organics collection service fee for Commercial customers	
- Weekly service	\$ 66.67
- Cost per additional cart	\$ 27.78
Optional Annual City organics collection service fee for Commercial customers	
- Twice weekly service	\$ 105.56
- Cost per additional cart	\$ 44.44
City recycling service fee for the Recycling Depot:	\$20.00 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	\$20.00 per cubic yard
(c) For recycling materials from non-residential properties	\$ 0.00

SCHEDULE C to BYLAW NO. 6803

FEES FOR CITY LITTER COLLECTION SERVICE	
Annual City litter collection service fee for both residential properties and non-residential properties	\$ 28.61

SCHEDULE D TO BYLAW 6803

NEW RESIDENTIAL PROPERTY PAYMENT FEE SCHEDULE												
Month in Current Year in which Building Permit is Issued	GARBAGE, RECYCLING & LITTER COLLECTION FEE						RECYCLING & LITTER COLLECTION FEE PER STRATA LOT					
	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	Prorated Fee Per Unit	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	Prorated Fee Per Unit	Year in which Annual Fee Commences	Prorated Fee Per Unit	Year in which Annual Fee Commences
January	\$ 138	2017	\$ -	2017	\$ -	2017	\$ -	2017	\$ 44	2018	\$ 44	2018
February	\$ 115	2017	\$ 203	2018	\$ 109	2018	\$ 109	2018	\$ 37	2018	\$ 37	2018
March	\$ 92	2017	\$ 185	2018	\$ 99	2018	\$ 99	2018	\$ 30	2018	\$ 30	2018
April	\$ 69	2017	\$ 166	2018	\$ 89	2018	\$ 89	2018	\$ 22	2018	\$ 22	2018
May	\$ 46	2017	\$ 148	2018	\$ 79	2018	\$ 79	2018	\$ 15	2018	\$ 15	2018
June	\$ 23	2017	\$ 129	2018	\$ 69	2018	\$ 69	2018	\$ 7	2018	\$ 7	2018
July	-	2017	\$ 111	2018	\$ 59	2018	\$ 59	2018	-	2018	-	2018
August	\$ 258	2018	\$ 92	2018	\$ 49	2018	\$ 49	2018	\$ 83	2019	\$ 83	2019
September	\$ 235	2018	\$ 74	2018	\$ 40	2018	\$ 40	2018	\$ 75	2019	\$ 75	2019
October	\$ 211	2018	\$ 55	2018	\$ 30	2018	\$ 30	2018	\$ 68	2019	\$ 68	2019
November	\$ 188	2018	\$ 37	2018	\$ 20	2018	\$ 20	2018	\$ 60	2019	\$ 60	2019
December	\$ 164	2018	\$ 18	2018	\$ 10	2018	\$ 10	2018	\$ 53	2019	\$ 53	2019



City of Richmond

Report to Committee Planning and Development Division

To: Planning Committee
From: Wayne Craig
Director, Development

Date: October 30, 2015

File: ZT 15-710092

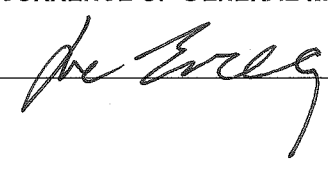
Re: Application by City of Richmond for a Zoning Text Amendment to the Industrial Business Park (IB1, IB2) zone to permit an Indoor Shooting Range at 7400 River Road

Staff Recommendation

- 1) That Richmond Zoning Bylaw 8500, Amendment Bylaw 9500, for a Zoning Text Amendment to the "Industrial Business Park (IB1, IB2)" zone to permit an indoor shooting range at 7400 River Road, be introduced and given first reading.
- 2) That Council, subject to adoption of Zoning Text Amendment Bylaw No. 9500, approve a Permit to operate an Indoor Shooting Range at 7400 River Road, in accordance with Bylaw 4183.


Wayne Craig
Director, Development

WC:dcB /bk

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Recreation Services	<input checked="" type="checkbox"/>	
Real Estate Services	<input checked="" type="checkbox"/>	
Engineering	<input checked="" type="checkbox"/>	

Staff Report

Origin

The City of Richmond has applied for a text amendment to the “Industrial Business Park (IB1, IB2)” zone of Richmond Zoning Bylaw 8500 to permit the addition of ‘indoor shooting range’ as a permitted use in the zone, limited to the City-owned property at 7400 River Road (Attachment 1).

Council approval of a permit to allow the discharge of firearms within the Municipality in accordance with Bylaw No. 4183 Regulating the Discharge of Firearms is also required.

Findings of Fact

The proposed Zoning Text amendment will facilitate the relocation of the Richmond Rod and Gun Club (RRGC) shooting range from their current location at the Sportstown facility at 4991 No. 5 Road as the RRGC lease on that site will expire in February, 2016. The Sportstown site will be re-developed into medium-density townhouses under Rezoning application RZ11-593406, which is pending final adoption (the applicant is resolving rezoning considerations). The shooting range is proposed to be co-located with the Richmond Gymnastics Association (RGA), which is also being displaced from the site at 4991 No.5 Road.

The light industrial building at 7400 River Road contains three large industrial units. Approximately one-half of the building is leased for a distribution warehouse and bulk storage of dry goods operator. The balance of the building is being renovated by the City to accommodate various recreational uses, while approximately 1858 m² (20,000 ft²) is currently vacant. Should a potential tenant be found for this currently vacant space the parking needs for the entire site will be reassessed at that time to ensure sufficient parking is provided in accordance with the City’s Zoning Bylaw prior to entering into any lease arrangement.

Surrounding Development

The subject property is approximately 1.21 ha (3 ac) in size and contains an 8,361 m² (90,000 ft²) warehouse facility.

To the North: A 1.21 ha (3 ac) lot zoned “Industrial Business Park (IB1)” and owned by the City of Richmond. The site is currently used for parking. This site will also become part of the Aberdeen Village waterfront park over the medium term.

To the South: A 1.62 ha (4.01 ac) lot zoned “Industrial Business Park (IB1)” and owned by the City of Richmond. This site will also become part of the Aberdeen Village waterfront park over the medium term.

To the East: Two large lots (approx. 2.2 ha [5.5 ac] in size) zoned “Auto-Oriented Commercial (CA)” being used for retail purposes, and a large lot (approx. 3.22 ha [7.96 ac]) zoned “Auto-Oriented Commercial (ZC22) – Aberdeen Village (City Centre)” under use by the Real Canadian Superstore.

To the West: River Road and the middle arm of the Fraser River.

Related Policies & Studies**Official Community Plan/City Centre Area Plan and Zoning**

Both the Official Community Plan (OCP) and the City Centre Area Plan (CCAP) designate the subject property for “Park”. Over the medium term, the site will be redeveloped into a waterfront park as shown in the City Centre Area Plan’s Aberdeen Village (2031) Specific Land Use Map.

All the parties involved recognize that the proposed use of the site is an interim situation. The interim use and the lease agreements with the parties involved will not prevent or preclude the future redevelopment of the site as park.

Zoning Amendment

The current Industrial Business Park (IB1, IB2) zoning applicable to the site includes “recreation, indoor” as a permitted use. It does not currently include “indoor shooting range” as a permitted use. The proposed amendment Bylaw has been written to limit the “indoor shooting range” use specifically to the 7400 River Road property in order to retain Council’s ability to address similar proposals on other properties with IB1 or IB2 zoning on a case by case basis. Proposed Zoning Bylaw 8500 Amendment Bylaw 9500 further restricts the firearms permitted on the site to firearms using propellant, compressed air or gas. No live fire (explosive bullets) will be permitted.

Heritage Property Notation

The subject property has an “archaeological slough” notation over a portion of the site toward the waterfront. This notation indicates an area which was a former slough mouth along the middle arm of the Fraser River. Such locations have been sites of archaeological finds typically associated with First Nations use in the past. No excavations are proposed for the project, and no special concerns or measures are needed regarding the heritage notation.

Aircraft Noise

The subject site is located within Richmond’s Aircraft Noise Sensitive Land Use Area 1A which indicates an area with a Noise Exposure Forecast rating greater than 35 NEF. The subject site will not contain Aircraft noise sensitive land uses (e.g. residential, school, day care or hospital uses) and no specific measures are required to accommodate the proposed shooting range use.

Public Consultation

A Zoning Text Amendment sign has been erected at the subject site and to date no comments have been received. Should the rezoning proceed, the statutory Public Hearing will provide an opportunity for any public comments on the proposed rezoning.

Analysis

Within its allocated space, the RRGCC will operate and manage the proposed indoor shooting range under a lease agreement with the City of Richmond. The shooting range will be set up for “air” pistols and “air” rifles. These weapons will fire at less than 500 feet per second and no “live fire” weapons will be permitted at the proposed indoor shooting range. The RRGCC has provided a description of the proposed facility and its anticipated operation (Attachment 2).

Design plans for the necessary renovations to the existing warehouse building to accommodate the proposed recreational uses are currently being prepared with the majority of the modifications concentrated on the interior spaces. Basic layout plans are provided in Attachment 3. The shooting range will be fully self-contained within a separate area with safety measures including wall materials and other measures to ensure that there is no risk to gymnastics participants.

A Development Permit is not required for the building’s renovations as the majority of the upgrades are contained to the interior of the building. Exterior upgrades will include the addition of a new doorway and new ramping for accessibility. The anticipated cost of the exterior upgrades will be less than \$75,000 and therefore no Development Permit is required.

A Development Application Data Sheet providing details about the development proposal is attached (Attachment 4).

Richmond’s Regulating the Discharge of Firearms Bylaw No. 4183

Discharge of firearms within the Municipality, including indoor shooting range facilities, is controlled under the “Regulating the Discharge of Firearms” Bylaw No. 4183. Under this Bylaw Council’s authorization is required for discharge of any firearm within the limits of the Municipality. By definition, “firearm” means “a rifle, pistol, or shotgun and includes air guns, air rifles, air pistols and spring guns but does not include firearms used for the discharge of blank ammunition in connection with an athletic or sporting event.”

Bylaw No. 4183 also includes a requirement for the applicant to be covered by an existing public liability and property damage insurance policy in the minimum amount of \$1,000,000.00 validated for the duration of the permit. The Zoning Text Amendment considerations include a requirement for submission of proof of an acceptable public liability and property damage insurance for a minimum of \$1,000,000.00 covering the term of the lease of the indoor shooting range prior to adoption.

Provincial Licence Requirements

The Province of British Columbia also regulates indoor shooting ranges and requires permits under the Firearm Act. The Provincial Act defines “firearm” as including “any gun using, as a propellant, compressed air, explosives or gas”. The Province’s permit can, for example, attach conditions, restrict the kinds of firearms that may be discharged or the kinds of projectiles used. The Zoning Text Amendment considerations include a requirement that the shooting range operator is to submit proof that it has either applied to the Province of BC for a permit, has received a

permit in accordance with the Provincial Firearm Act, or has been exempted by the Province from needing a permit.

Transportation and Site Access

Access to the subject property is currently along the western side of the lot from River Road. No change is anticipated during the course of the interim use of the facility.

Parking

The site plan in Attachment 3 indicates that a total of 85 parking spaces are provided on site. The required parking is as follows:

- Industrial user: 40 spaces
- Gymnastics / shooting range: 38 spaces
- Total: 78 spaces
- Provided: 85 spaces

Should a tenant be identified for the currently vacant space within the building, the parking needs for the entire site will be re-evaluated to ensure that sufficient parking is provided in accordance with the City's Zoning Bylaw.

Site Servicing and Frontage Improvements

There are no site servicing or frontage improvements associated with the proposed zoning text amendment.

Financial Impact or Economic Impact

None.

Conclusion

The purpose of the Zoning Text Amendment is to amend zoning district "Industrial Business Park (IB1, IB2)" of the Zoning and Development Bylaw 8500 to permit the addition of an Indoor Shooting Range to the City owned property at 7400 River Road.

The Richmond Rod and Gun Club has had a long standing indoor shooting program in the City for many years and its previous operations have maintained a high. The facility which will house the indoor shooting range will be under the City's purview via a legal agreement.

On this basis staff recommend support for the proposed Zoning Text amendment that will permit an indoor shooting range at 7400 River Road and that Zoning Bylaw 8500 Amendment Bylaw 9500 be introduced and given first reading.

It is further recommended that Council approve a Permit to operate an Indoor Shooting Range at 7400 River Road, in accordance with Regulating the Discharge of Firearms Bylaw No. 4183.



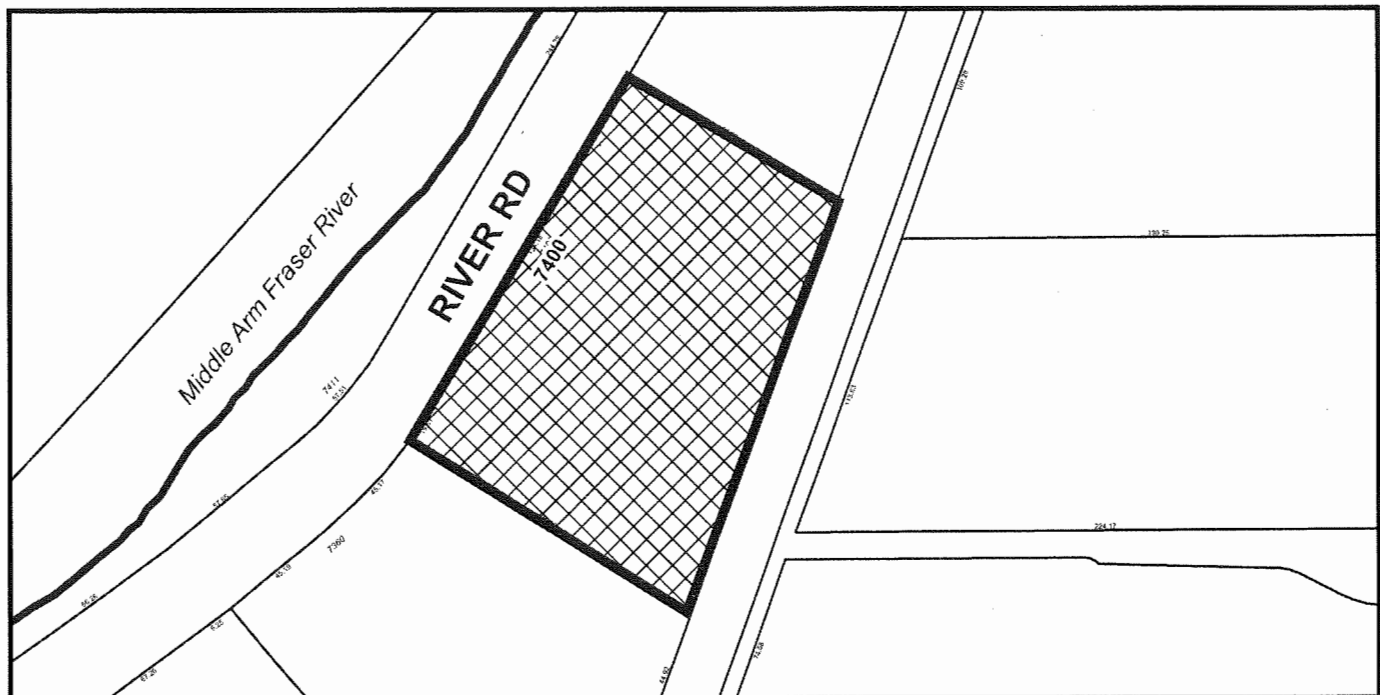
David Brownlee
Planner 2

DCB:dcb /bk

- Attachment 1: Location Map
- Attachment 2: RRGCC Facilities Description
- Attachment 3: Conceptual Development Plans
- Attachment 4: Development Application Data Sheet
- Attachment 5: Rezoning Considerations



City of
Richmond



ZT 15-710092

Original Date: 09/18/15

Revision Date:

Note: Dimensions are in METRES



City of
Richmond



ZT 15-710092

Original Date: 09/21/15

Revision Date:

Note: Dimensions are in METRES



Box 26551 Blundell Centre P.O.
Richmond, B.C. V7C-5M9
www.rrgc.homestead.com

September 28, 2015

Policy Planning
City of Richmond
6911 No. 3 Road
Richmond B.C. V6Y2C1

Subject: 7400 River Road Air Pistol

Richmond Rod and Gun Club hereinafter referred to as RRGC wishes to use part of the 7400 River Road spaced being leased from the City of Richmond by RRGC as an air pistol and air rifle range.

RRGC's objective is to have a facility that allows participants of the RRGC to use air pistols and air rifles in a controlled and safe environment. The facility will allow RRGC to continue to offer lessons to the public and community groups on the safe use of air pistols and air rifles.

The proposed design of the air pistol and air rifle range will meet current Olympic shooting standards. The RRGC presently host two annual air pistol competitions that attract competitors from the other parts of the BC along with Alberta and Washington State.

Use of the firing range will be closely monitored by qualified range officers and instructors and will allow RRGC to continue to build on our already proven and respectful approach to the use of air pistols and air rifles within the lower mainland.

**Kaelan Architecture
Interior Design**
1224 North 25th Street Suite 101
Tucson, AZ 85711
520-325-1111

RICHMOND GYMNASIICS
RELOCATION

RICHMOND, BRITISH COLUMBIA

SITE PLAN

2016-2017

DATE: OCTOBER 27, 2015

A-100

CIVIC ADDRESS:
7400 RIVER ROAD, RICHMOND B.C.

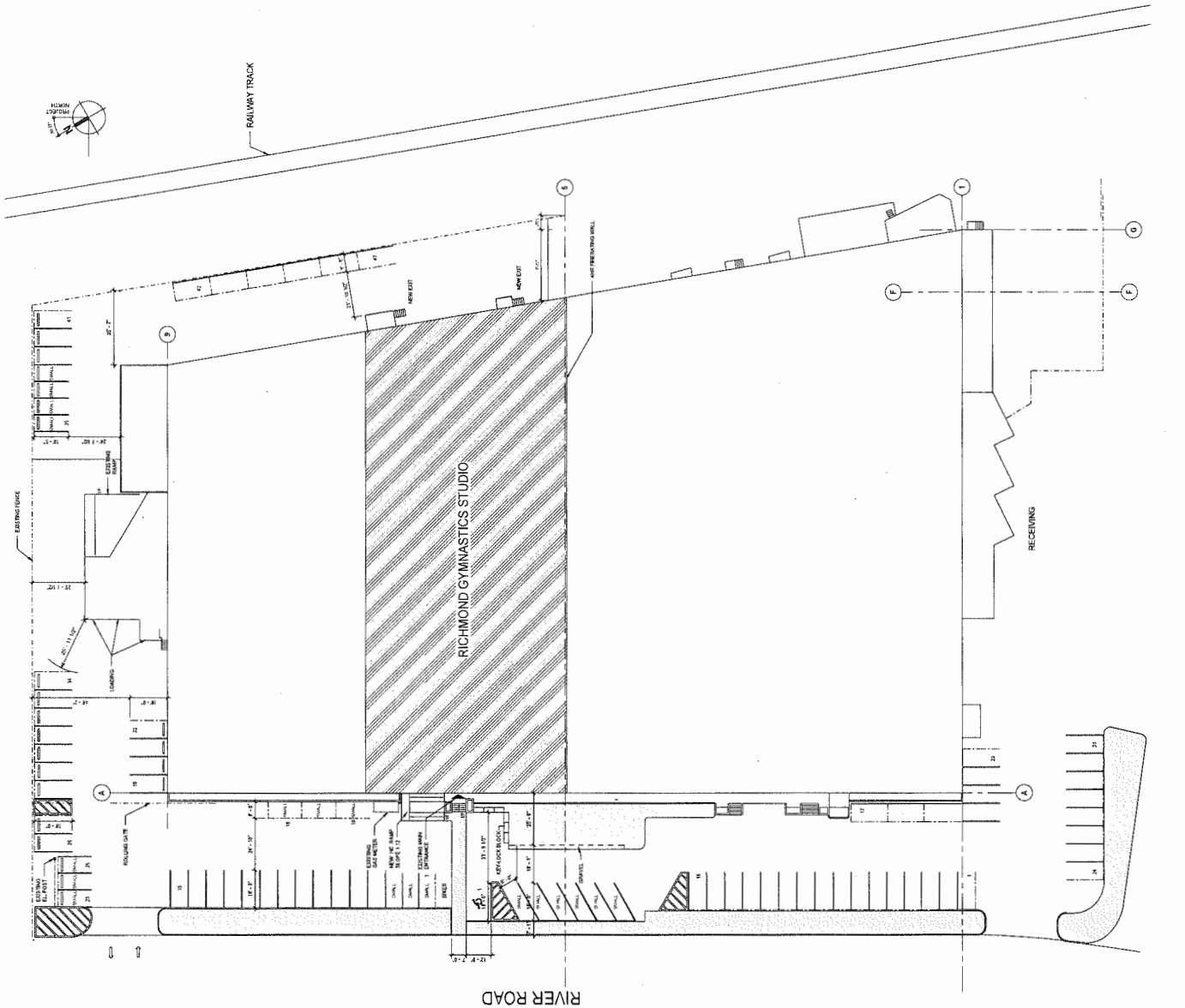
LEGAL DESCRIPTION:
LOT 20, SEC 32, BLK 5N, RGSW, PLAN 40727

NOTE:

PARKING SCHEDULE		
STALL SIZE	REQUIRED	PROVIDED
HC 12' x 18'	1	1
SMALL 8' x 15' 6"	10	13
STANDARD 8' x 18'	12	71

SITE LEGEND

	LAND/SAFE
	NO PARKING
	VEH. KIOSK



CNCL - 205

***kasian**





ZT 15-710092

Attachment 4

Address: 7400 River Road

Applicant: City of Richmond

Planning Area(s): City Centre – Sub Area: Aberdeen Village

	Existing	Proposed
Owner:	City of Richmond	Same
Site Size (m²):	1.62 ha (4 acres)	Same
Land Uses:	Industrial Business Park	Same
OCP Designation:	Park	Same
Area Plan Designation:	Park	Same
Zoning:	Industrial Business Park (IB1, IB2)	Amended to allow Indoor Shooting Range as a permitted use
Other Designations:	Heritage – archaeological slough NEF – Area 1A	Same

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 1.0	Max 1.0	none permitted
Lot Coverage – Building:	Max. 60%	Max 60%	none
Setback – Front Yard (m):	Not Applicable	Not Applicable	none
Setback – Side (m):	Min. 3.0 m adjacent to residential	Not Applicable	none
Height (m):	25 m	10 m	none
Off-street Parking Spaces – Total	78	85	none



Address: 7400 River Road

File No.: ZT 15-710092

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9500, the developer is required to complete the following:

1. The Richmond Rod and Gun Club, as operator of the indoor shooting range, is to submit proof of an active public liability and property damage insurance policy in accordance with Bylaw No. 4183 and to the satisfaction of the Director of Development, and;
2. The Richmond Rod and Gun Club, as operator of the indoor shooting range, is to submit proof that it has either applied to the Province of BC for a permit, has received a permit in accordance with the Provincial Firearm Act, or has been exempted by the Province from needing a permit.

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:

- 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 _____
CNCL - 208



**Richmond Zoning Bylaw 8500
Amendment Bylaw 9500 (ZT15-710092)
7400 River Road**

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

1. Richmond Zoning Bylaw 8500 is amended by replacing section 12.3.3 of the Industrial Business Park (IB1, IB2) zone with the following text:

“12.3.3 A. Secondary Uses

- **residential security/operator unit**

12.3.3 B. Additional Uses

- **indoor shooting range”**

2. Richmond Zoning Bylaw 8500 is amended by inserting the following as Section 12.3.11.5:

“5. a) An **indoor shooting range** is only permitted on the following **site**:

7400 River Road

P.I.D. 003-752-534

Lot 20 Section 32 Block 5 North Range 6 West New Westminster District Plan 40727

b) An **indoor shooting range** located at 7400 River Road

P.I.D. 003-752-534

Lot 20 Section 32 Block 5 North Range 6 West New Westminster District Plan 40727

is limited to the use of firearms which use propellant, compressed air or gas only.

c) The operator of an **indoor shooting range** is required to be in possession of a permit from the City of Richmond in accordance with Regulating the Discharge of Firearms Bylaw No. 4183 as amended.

d) The operator of an **indoor shooting range** is required to be in possession of a permit in accordance with the Provincial Firearm Act.

e) All **uses** associated with the operation of an **indoor shooting range** are to be for recreational and training purposes, conducted under the supervision of a certified Canadian Firearm Safety Course Instructor.”

3. This Bylaw may be cited as “**Richmond Zoning Bylaw 8500, Amendment Bylaw 9500**”.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

ADOPTED

_____	<div style="border: 1px solid black; padding: 2px;"> CITY OF RICHMOND APPROVED by <i>BLK</i> APPROVED by Director or Solicitor <i>il</i> </div>

MAYOR

CORPORATE OFFICER



City of Richmond

Report to Committee Planning and Development Division

To: Planning Committee
From: Wayne Craig
Director of Development


Date: October 5, 2015

File: RZ 11-578758


Re: Application by Anwer Kamal for Rezoning at 6571/6573 No. 4 Road from Single Detached (RS1/F) to Town Housing (ZT60) – North McLennan (City Centre)

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9491, for the rezoning of 6571/6573 No. 4 Road from "Single Detached (RS1/F)" to "Town Housing (ZT60) – North McLennan (City Centre)", be introduced and given first reading.


Wayne Craig
Director of Development

EL:blg
Att.

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

Staff Report

Origin

Anwer Kamal has applied to the City of Richmond for permission to rezone 6571/6573 No. 4 Road (Attachment 1) from “Single Detached (RS1/F)” zone to “Town Housing (ZT60) – North McLennan (City Centre)” zone in order to permit the development of six (6) townhouse units with vehicle access from 6551 No. 4 Road. The property is occupied by a legally non-confirming duplex which will be demolished. A preliminary site plan, building elevations, and landscape plan are contained in Attachment 2.

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is attached (Attachment 3).

Surrounding Development

To the North: A 12-unit townhouse complex at 6551 No. 4 Road, with access from No. 4 Road. A Cross-Access Easement is registered on Title of 6551 No. 4 Road to provide vehicle access to the subject site. 6551 No. 4 Road is zoned “Town Housing (ZT60) – North McLennan (City Centre)”.

To the South: Right-in only driveway to A. R. MacNeill Secondary School and parking lots for the school. The school site is zoned “School & Institutional Use (SI)”.

To the East: Across No. 4 Road, large single-family lots zoned “Agriculture (AG1)” located within the Agriculture Land Reserve (ALR).

To the West: A landscaped area and internal drive aisle within the A. R. MacNeill Secondary School property.

Related Policies & Studies

Official Community Plan

The subject property is designated “Neighbourhood Residential (NRES)” in the Official Community Plan (OCP). This land use designation allows single-family, two-family and multiple family housing (specifically townhouses). This proposal would be consistent with the OCP.

McLennan North Sub-Area Plan

The subject property is located within the McLennan North Sub-Area Plan (Schedule 2.10C of OCP Bylaw 7100) (Attachment 4 – Land Use Map). The site is designated as “Residential Area 3” for two-family dwelling and two-storey & three-storey townhouses with 0.65 base floor area ratio (FAR). The proposal of six (6) townhouse units in triplex form is consistent with the Sub-Area Plan.

Minimum Site Assembly Size

The width is 24.38 m and the size of the subject site is 1,115 m²; which does not comply with the minimum site assembly size guidelines under the McLennan North Sub-Area Plan. However, the subject site is an orphaned lot landlocked by the adjacent townhouse development to the north and the school site to the south. Since a cross-access easement was secured from 6551 No. 4 Road in anticipation of the development of the subject lot, the proposed development can be considered as an extension of the adjacent townhouse development. A high quality pedestrian environment along the fronting street will be created, as no driveway access will be required.

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.

OCP Aircraft Noise Sensitive Development (ANSD) Policy

The site is located within Area 4 of the ANSD map, which allows consideration of all new aircraft noise sensitive uses, including townhouses. An Aircraft Noise Sensitive Use Restrictive Covenant must be registered on Title prior to final adoption of this application. As well, the applicant is to submit a report for indoor noise mitigation measures as part of the Development Permit process.

Public Consultation

The applicant has forwarded confirmation that a development sign has been posted on the site. Staff did not receive any written correspondence expressing concerns in association with the subject application.

The applicant advised that a notice (Attachment 5) was hand delivered to the residents of all units in the adjacent townhouse development; for those residents who were not home, the notice was left at the front door. At the time the notices were delivered, no feedback was received. The applicant also advised that they have not received any feedbacks to date.

Analysis

Built Form and Architectural Character

A Development Permit processed to a satisfactory level is a requirement of zoning approval. Through the Development Permit, the following issues are to be further examined:

- Demonstrate compliance with Development Permit Guidelines for multiple-family projects in the 2041 Official Community Plan Bylaw 9000 and the McLennan North Sub-Area Plan.
- Refinement of the proposed building form.
- Address potential privacy concerns through landscaping and built form.

- Site grading plans to ensure the survival of protected trees.
- Refinement of the outdoor amenity area design including the choice of play equipments.
- Refinement of landscape/ALR buffer design in respond to Agricultural Advisory Committee's comments.
- Review of a sustainability strategy for the development proposal.

Additional issues may be identified as part of the Development Permit application review process.

Transportation and Site Access

No direct vehicular access is permitted to No. 4 Road. Main vehicular access to the proposed townhouse project will be from No. 4 Road through the existing Access Easements (BA558364, Plan BCP26543) on the adjacent property to the north (at 6551 No. 4 Road). This access arrangement was envisioned when the original rezoning and Development Permit applications for the adjacent townhouse development at 6551 No. 4 Road were approved by Council in 2005/2006. A legal opinion prepared by the applicant's lawyer confirms that the City can rely on this Access Easement. Registration of a legal agreement on Title ensuring vehicle access is limited to the Access Easement on 6551 No. 4 Road will be required prior to final adoption of the rezoning bylaw.

Tree Retention and Replacement

A Tree Survey and a Certified Arborist's Report were submitted in support of the application. The City's Tree Preservation Coordinator has reviewed the Arborist Report and has provided the following comments:

- Retain and protect one 42 cm cal Western Red Cedar (tree tag#1) located at the southwest corner of the site as per Arborist report recommendations. This tree is in good condition and should be retained. Tree protection fencing should be specified at 2.3 m from the base of the tree.
- Tree tag# 2 (44cm cal European Birch) is in decline due to Bronze Birch Borer infestation. It should be removed and replaced.
- Tree tags# 3 to #11 is a Cedar hedgerow comprised of nine (9) trees that has been limbed up on two (2) sides to provide pedestrian and vehicular clearance. In addition, the hedgerow is located approximately 1.0 m below existing street grades and obstructs any view into the site for safety and security surveillance based on Crime Prevention for Environmental design (CPTED) principals. The hedgerow should be removed and replaced with new trees.
- Tree tag# 12 is a 10cm cal Maple tree located on the adjacent property to the north. It will not be impacted by the proposed development; therefore, tree protection fencing on the development site is not required for this tree.

A Tree Management Plan can be found in Attachment 6.

Tree Replacement

Based on the 2:1 tree replacement ratio goal stated in the Official Community Plan (OCP), two (2) replacement trees are required. According to the Preliminary Landscape Plan (Attachment 2), the developer is proposing to plant four (4) new trees on-site. The size and species of replacement trees will be reviewed in detail through Development Permit and overall landscape design.

Tree Protection

Tree protection fencing is required to be installed as per the Arborist Report recommendations and the Tree Preservation Plan, prior to any construction activities (including demolition) occurring on-site. In addition, proof that the owner has entered into a contract with a Certified Arborist to monitor all works to be done near or within the tree protection zone will be required prior to final adoption of the rezoning bylaw.

In order to ensure that the protected trees will not be damaged during construction, a Tree Survival Security will be required as part of the Landscape Letter of Credit at Development Permit stage. No Landscape Letter of Credit will be returned until the post-construction assessment report, prepared by the Arborist, confirming the protected trees survived the construction, is reviewed by staff.

Should the applicant wish to begin site preparation work after third reading of the rezoning bylaw, but prior to final adoption of the rezoning bylaw and issuance of the Development Permit, the applicant will be required to obtain a Tree Permit, install tree protection around trees/hedge rows to be retained, and submit a landscape security in the amount of \$2,000 to ensure the replacement planting will be provided.

Agricultural Landscape Buffer

A landscape buffer is required within the subject site, along the eastern edge of the No. 4 Road frontage. The buffer is intended to mitigate land use conflicts between the residential uses on the subject site and any agricultural land uses east of No. 4 Road. A landscape proposal was referred to the Agricultural Advisory Committee (AAC) on September 24, 2015 for their review and comments. Overall, the AAC was supportive of the proposal, but requests that the proposed Heavenly Bamboo be replaced if it is considered an invasive species. Staff will work with the applicant to amend the proposed planting plan through the Development Permit stage.

In addition to the landscaping requirements of the buffer, a restrictive covenant will be registered on Title, indicating that the landscaping implemented along the eastern side of the development site's No. 4 Road frontage cannot be removed or modified without the City's approval. The covenant would identify that the landscape planting is intended to be a buffer to mitigate the impacts of noise, dust and odour generated from typical farm activities.

Tandem Parking

It is noted that tandem parking is allowed in the “Town Housing (ZT60) – North McLennan (City Centre)” zone and the proposal will feature two (2) units for a total of four (4) stalls (33% of resident parking spaces proposed) in a tandem arrangement. A restrictive covenant to prohibit the conversion of the tandem garage area into habitable space is required prior to final adoption.

Affordable Housing Strategy

For townhouse development under proposals received prior to September 14, 2015, Richmond’s Affordable Housing Strategy requires a cash contribution of \$2.00 per buildable square foot. Consistent with the Affordable Housing Strategy, the applicant proposes to make a cash contribution of \$15,261.64 to the Affordable Housing Reserve Fund.

Townhouse Energy Efficiency and Renewable Energy

The applicant has committed to achieving an EnerGuide Rating System (ERS) score of 82 and providing pre-ducting for solar hot water for the proposed development. A Restrictive Covenant specifying all units are to be built and maintained to the ERS 82 or higher, and that all units are to be solar-hot-water-ready, is required prior to rezoning bylaw adoption. As part of the Development Permit Application review process, the developer is also required to retain a certified energy advisor (CEA) to complete an Evaluation Report to confirm details of construction requirements needed to achieve the rating.

Amenity Space

The applicant is proposing a contribution in-lieu of on-site indoor amenity space in the amount of \$6,000 as per the Official Community Plan (OCP) and Council Policy.

Outdoor amenity space will be provided on-site. Based on the preliminary design, the size of the proposed outdoor amenity space complies with the Official Community Plan (OCP) requirements of 6 m² per unit. Staff will work with the applicant at the Development Permit stage to ensure the configuration and design of the outdoor amenity space meets the Development Permit Guidelines in the OCP.

Site Servicing and Frontage Improvements

Prior to final adoption of the rezoning bylaw, the developer is required to dedicate an approximately 1.0 m wide road across the entire No. 4 Road frontage for future sidewalk relocation and creation of a grass and treed boulevard; register a 3.0 m wide Utility ROW (for maintenance purposes) across the entire west property line; contribute \$15,000 towards the future upgrade of traffic signals at No. 4 Road/Alberta Road with Audible Pedestrian Signals (APS).

Then, prior to issuance of the Building Permit, the client is required to enter into the City's standard Servicing Agreement to design and construct frontage beautification. Works include but are not limited to, removing existing sidewalk and creating a 1.5 m grass and treed boulevard behind the existing curb with a 1.5 m sidewalk between that and the new east property line (the works are an extension of SA06-326784 from the north at 6551 No 4 Road). All works are at the client's sole cost (i.e., no credits apply). The developer is also required to pay DCC's (City & GVS & DD), School Site Acquisition Charge, Address Assignment Fee and Servicing Cost. A list of rezoning considerations is included as Attachment 7, which has been agreed to by the applicants (signed concurrence on file).

Financial Impact or Economic Impact

None.

Conclusion

The proposed six (6) unit townhouse development is consistent with the Official Community Plan (OCP) regarding developments within the McLennan North Sub-Area. The proposal would be consistent with the form and character of the surrounding area. Further review of the project design is required to ensure a high quality project and design consistency with the existing neighbourhood context, and this will be completed as part of the Development Permit application review process.

On this basis, it is recommended that Richmond Zoning Bylaw 8500 Amendment Bylaw 9491 be introduced and given first reading.



Edwin Lee
Planner 1
(604-276-4121)

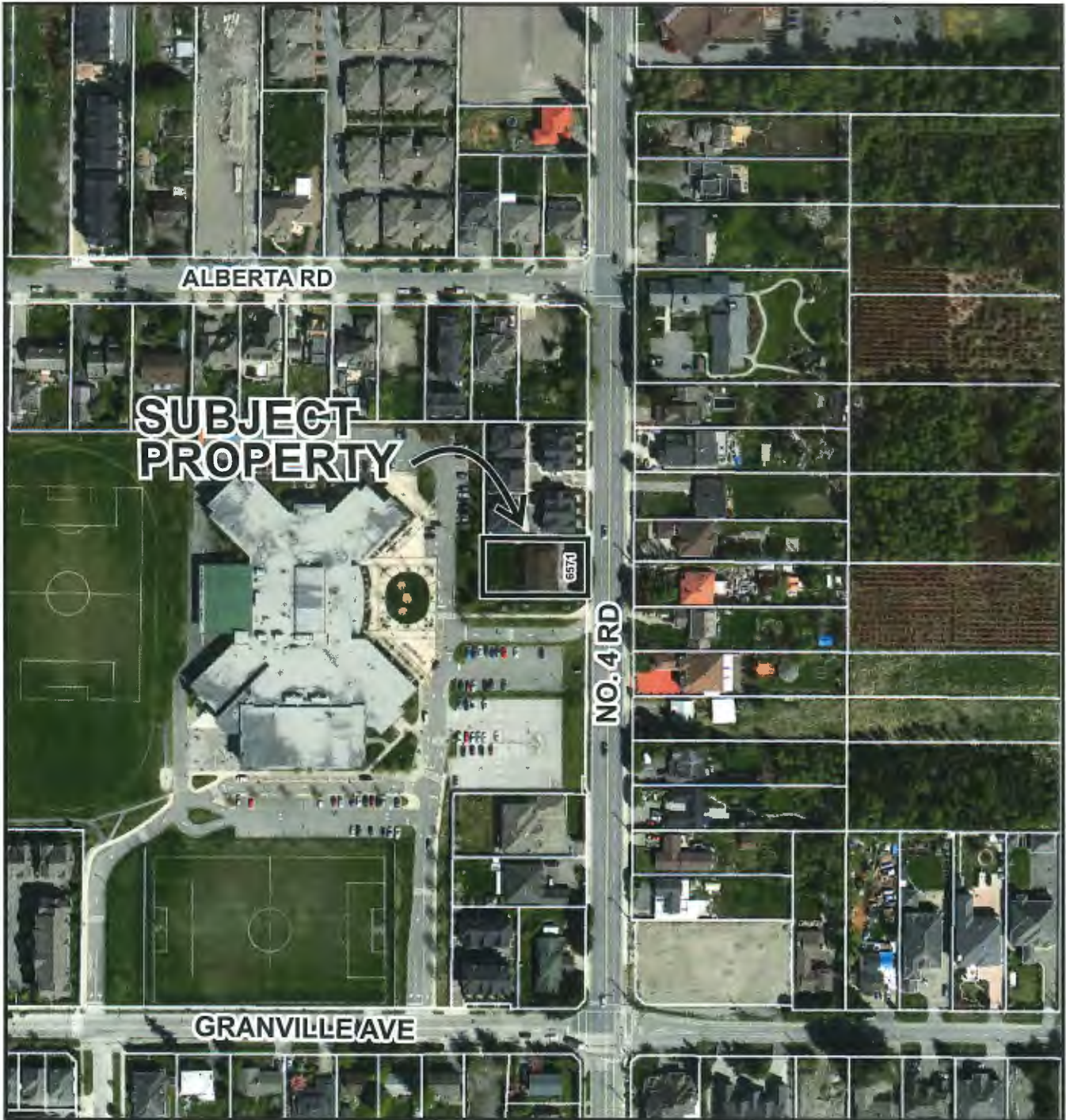
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- Attachment 1: Location Map
- Attachment 2: Conceptual Development Plans
- Attachment 3: Development Application Data Sheet
- Attachment 4: McLennan North Sub-Area Plan Land Use Map
- Attachment 5: Notice to Neighbouring Residents at 6551 No. 4 Road
- Attachment 6: Tree Management Plan
- Attachment 7: Rezoning Considerations

[illegible]



City of
Richmond



RZ 11-578758

Original Date: 09/23/15

Revision Date:

Note: Dimensions are in METRES

Tel: (604) 325-1099
 Fax: (604) 859-2807

- [illegible]

- | | | |
|---|------------|----------------------------|
| 3 | 2015.08.27 | ADD ADJACENT NE HYDRO WORK |
| 4 | 2015.08.28 | RESPONSE TO CITY COMMENTS |
| 5 | 2015.09.12 | RESPONSE TO CITY COMMENTS |
| 6 | 2015.09.12 | RESPONSE TO CITY COMMENTS |
| 7 | 2015.12.15 | RESPONSE TO CITY COMMENTS |
| 8 | 2015.08.18 | RESPONSE TO CITY COMMENTS |
| 9 | 2015.11.23 | HYDRO INFORMATION SHEET |

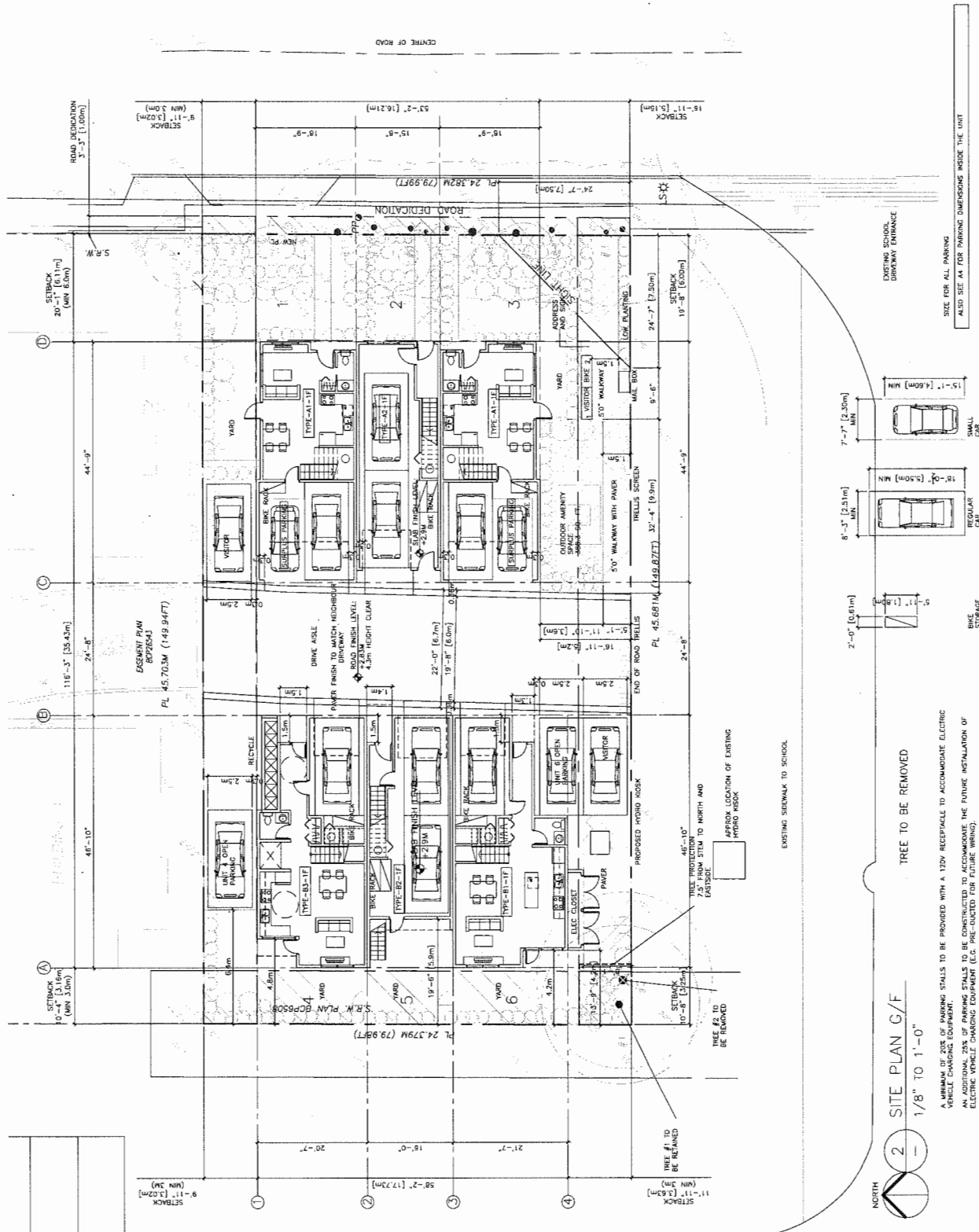
**PROPOSED TOWNHOUSE
6571-6573 NO. 4 RD
RICHMOND BC**

SITE PLAN

PROJECT NUMBER: 12-03
ISSUED: 9/30/2015
DRAWN BY: EL
CHECKED BY: EL
FILENAME: 12-03_9FO_150030-RZ.DWG

A2

REZONING



EXTERIOR FINISH LEGEND

- ① ASPHALT SHINGLE ROOFING
- ② HARDI SIDING (LIGHT COLOUR)
- ③ HARDI SIDING WITH WOOD TRIM (DARK COLOUR)
- ④ WHITE VINYL WINDOW WITH TRIM
- ⑤ GARAGE DOOR
- ⑥ WOOD FENCE ON CONCRETE RETAINING WALL

SCHOOL ENTRANCE AND PARKING LOT

SCHOOL OPEN PARKING

PROPOSED TOWNHOUSE

ADJACENT TOWNHOUSE

EXISTING 3 STOREY TOWNHOUSE

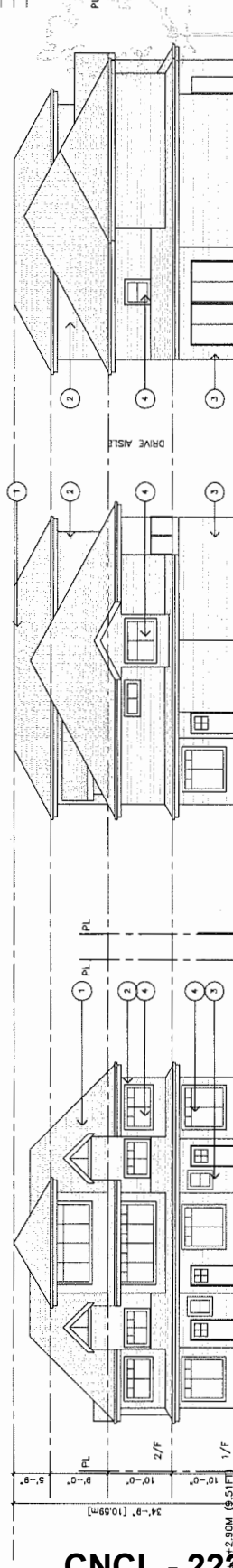
ERIC LAW ARCHITECT

1100 WEST 10TH AVENUE, SUITE 200
VANCOUVER, BC V6H 1T6
TEL: (604) 268-2887
FAX: (604) 268-2887
www.ericlawarchitect.com

05/10/15

- 1. 2015.05.05 - ISSUED TO CITY FOR COMMENT
- 2. 2015.05.05 - ISSUED TO CITY FOR COMMENT
- 3. 2015.05.05 - ISSUED TO CITY FOR COMMENT
- 4. 2015.05.05 - ISSUED TO CITY FOR COMMENT
- 5. 2015.05.05 - ISSUED TO CITY FOR COMMENT
- 6. 2015.05.05 - ISSUED TO CITY FOR COMMENT
- 7. 2015.05.05 - ISSUED TO CITY FOR COMMENT
- 8. 2015.05.05 - ISSUED TO CITY FOR COMMENT
- 9. 2015.05.05 - ISSUED TO CITY FOR COMMENT
- 10. 2015.05.05 - ISSUED TO CITY FOR COMMENT
- 11. 2015.05.05 - ISSUED TO CITY FOR COMMENT
- 12. 2015.05.05 - ISSUED TO CITY FOR COMMENT
- 13. 2015.05.05 - ISSUED TO CITY FOR COMMENT
- 14. 2015.05.05 - ISSUED TO CITY FOR COMMENT

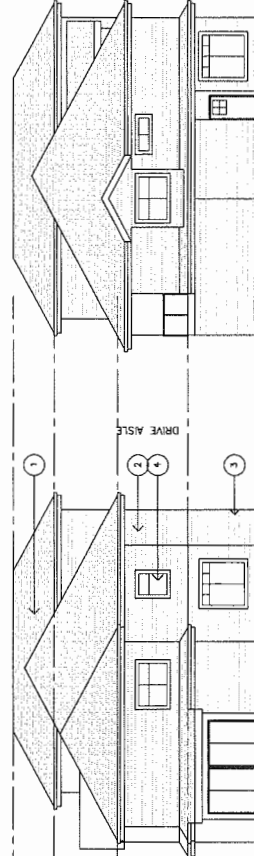
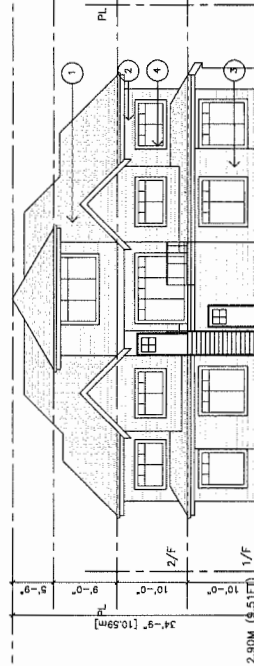
1 TOWNHOUSE EAST ELEVATION WITH NEIGHBOUR HOUSE
3/32" TO 1'-0"



CNCL - 222

2 TOWNHOUSE EAST ELEVATION (NO 4 ROAD)
1/8" TO 1'-0"

3 TOWNHOUSE NORTH ELEVATION
1/8" TO 1'-0"



4 TOWNHOUSE WEST ELEVATION
1/8" TO 1'-0"

5 TOWNHOUSE SOUTH ELEVATION
1/8" TO 1'-0"

PROPOSED TOWNHOUSE
6571-6573 NO. 4 RD
RICHMOND BC

ELEVATIONS

PROJECT NUMBER: 12-03
ISSUED: 05/10/15
DRAWN BY: EL
CHECKED BY: EL
FILENAME: 12-03_4RD_150905-42.260

A5

REZONING



RZ 11-578758

Attachment 3

Address: 6571/6573 No. 4 Road

Applicant: Anwer Kamal

Planning Area(s): North McLennan Sub-Area (City Centre)

	Existing	Proposed
Owner:	Anwer Kamal	To be determined
Site Size (m²):	1,115 m ²	1,091 m ²
Land Uses:	Single-Family Residential	Multiple-Family Residential
OCP Designation:	Neighbourhood Residential	No Change
Area Plan Designation:	CCAP: General Urban T4 North McLennan Sub-Area Plan: "Residential Area 3" - two-family dwelling and 2 & 3-storey townhouses with 0.65 base FAR	No Change
702 Policy Designation:	N/A	No Change
Zoning:	Single Detached (RS1/F)	Town Housing (ZT60) – North McLennan (City Centre)
Number of Units:	2	6
Other Designations:	N/A	No Change

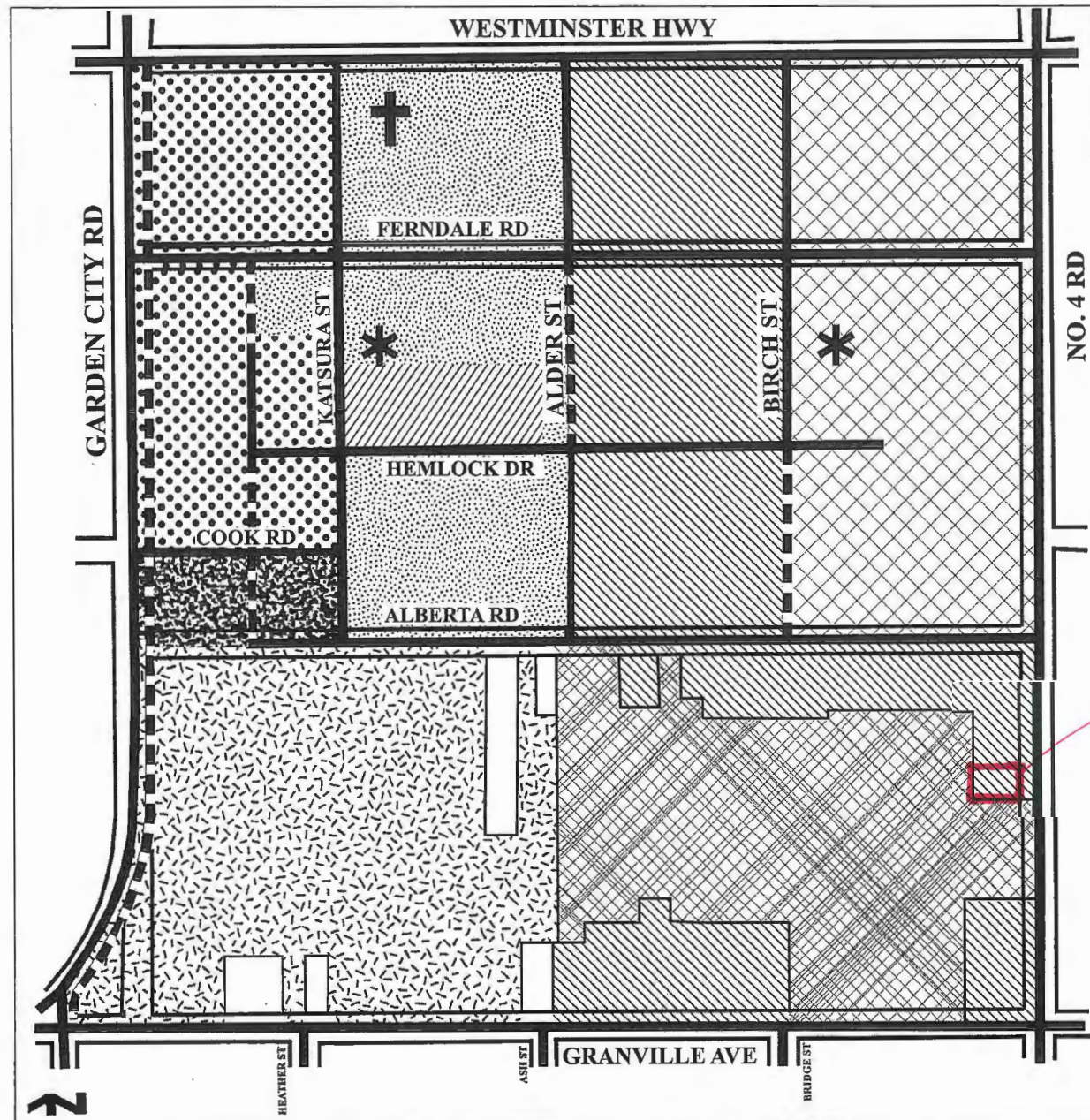
On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.65	0.65 Max.	none permitted
Lot Coverage – Building:	Max. 40%	40% Max.	none
Setback – Front Yard (m):	Min. 6.0 m	6.0 m Min.	none
Setback – North Side Yard (m):	Min. 3.0 m	3.0 m Min.	none
Setback – South Side Yard (m):	Min. 3.0 m	3.0 m Min.	none
Setback – Rear Yard (m):	Min. 3.0 m	3.0 m Min.	none
Height (m):	Max. 12.0 m (3 storeys)	12.0 m (3 storeys) Max.	none
Lot Area:	Min. 1,010 m ²	1,091 m ²	none
Off-street Parking Spaces – Regular (R) / Visitor (V):	1.4 (R) and 0.2 (V) per unit	2 (R) and 0.2 (V) per unit	none
Off-street Parking Spaces – Total:	11	14	none
Tandem Parking Spaces:	Permitted	4 spaces	none

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Small Car Parking Spaces	None when fewer than 31 spaces are provided on site	2 (surplus spaces)	none
Handicap Parking Spaces:	None when fewer than 3 visitor parking spaces are required	0	none
Amenity Space – Indoor:	Min. 70 m ² or Cash-in-lieu	Cash-in-lieu	none
Amenity Space – Outdoor:	Min. 6 m ² x 6 units = 36 m ²	Min. 36 m ²	none

Other: Tree replacement compensation required for removal of bylaw-sized trees.

City of Richmond

Land Use Map

 Bylaw 8630
2010/07/19


Residential Area 1 1.6 base F.A.R. 4-storey Th., Low-rise Apts. (4-storeys max.) / Mid-rise Apts. (Up to 8-storeys) / High-rise Apts. (Up to 45 m)	Residential Area 3 0.65 base F.A.R. Two-Family Dwelling / 2 & 3-storey Townhouses	Community Park
Residential Area 2 0.95 base F.A.R. 2, 3 & 4-storey Townhouses, Low-rise Apts. (4-storeys max.)	Residential Area 4 0.55 base F.A.R. One & Two-Family Dwelling & Townhouses (2 ½-storeys typical, 3-storeys maximum where a maximum 30% lot coverage is achieved)	School
Residential Area 2A 0.95 base F.A.R. 2, 3 & 4 & 5-storey Townhouses, Low-rise Apts. (5-storeys max. Up to 19 m)	Residential Area 5 0.55 base F.A.R. One-Family Dwelling	Neighbourhood Parks
Mixed Residential/ Retail/Community Uses	Trail	Principal Roads
	Church	

CNCL - 227

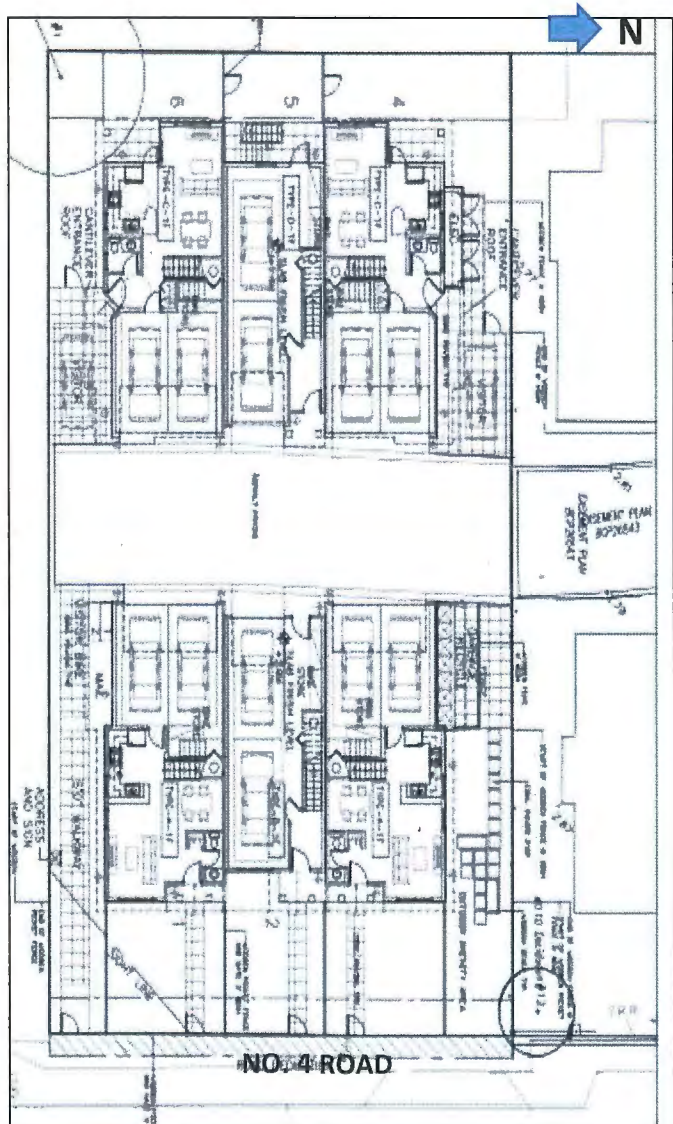
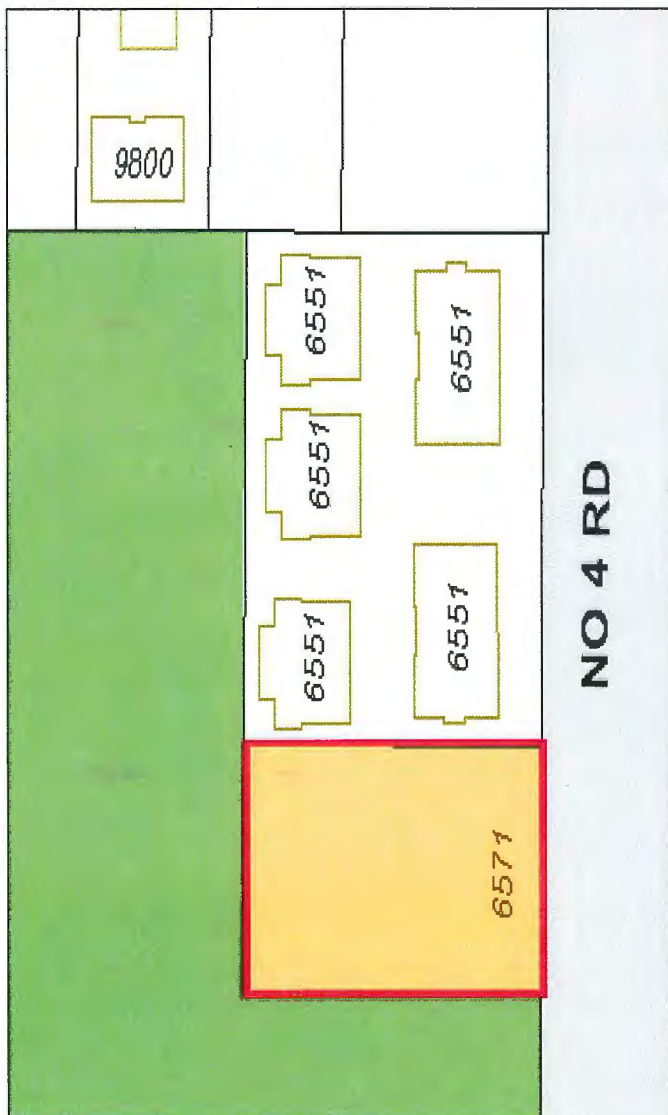
 Original Adoption: July 15, 1996 / Plan Adoption: February 16, 2004
2942426

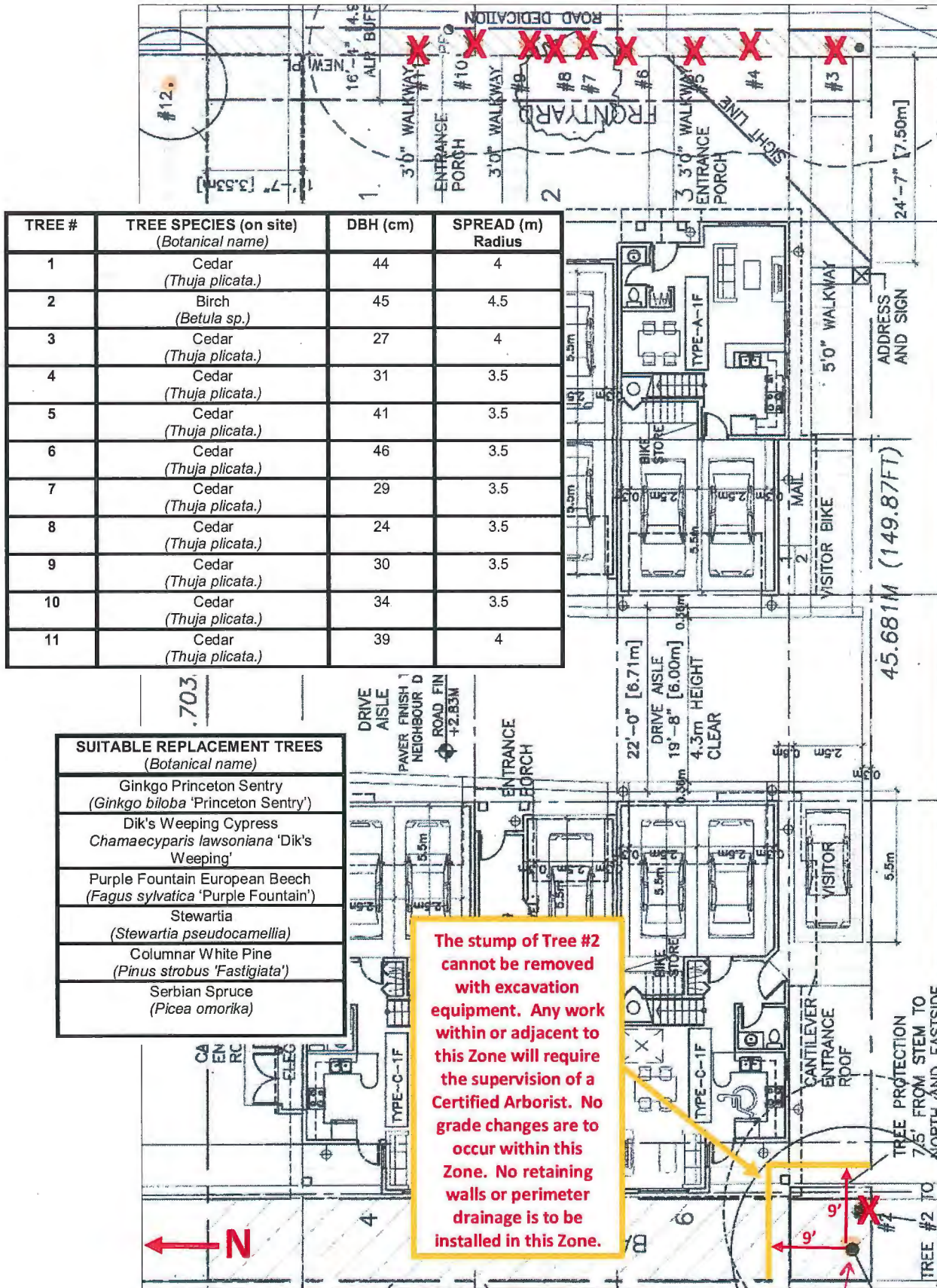
McLennan North Sub-Area Plan 23

6571/6573 No. 4 ROAD DEVELOPMENT NOTICE

May, 2014

Dear neighbours. This letter is to inform you that we have applied to the City of Richmond for permission to rezone 6571 and 6573 No. 4 Road from Single Detached (RS1/F) to Town-Housing (ZT60) North Mclellan (City Centre) in order to develop 6 townhouse units. The vehicular access to this townhouse development will be from 6551 No. 4 Road via an existing cross access easement plan number BCP26543. The site and access plan have been included for your reference. If you have any questions or concerns, please contact us in writing at akamal7860@gmail.com or the City Planner Edwin Lee at (604) 276-4000. The rezoning file number is RZ 2011 578758. Thank you very much for your cooperation.







City of Richmond

Rezoning Considerations

Development Applications Department
6911 No. 3 Road, Richmond, BC V6Y 2C1

Address: 6571/6573 No. 4 Road

File No.: RZ 11-578758

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9491, the developer is required to complete the following:

1. Dedicate approximately 1.0 m (exact dimension to be confirmed via Owners BCLS and as per the Servicing Agreement design) across the entire No. 4 Road frontage.
2. The granting of a 3.0 m wide statutory right-of-way (for utility maintenance purposes) across the entire west property line.
3. Registration of a flood indemnity covenant on title.
4. Registration of an aircraft noise sensitive use covenant on Title.
5. Registration of a legal agreement or measures, as determined to the satisfaction of the Director of Development, ensuring that the only means of vehicle access to and from 6571/6573 No. 4 Road is from the access easement (BA558364, Plan BCP26543) burdening the adjacent north property (6551 No. 4 Road); and that there be no direct vehicle access to or from No. 4 Road.
6. Registration of a legal agreement on Title prohibiting the conversion of the tandem parking area into habitable space.
7. Registration of a legal agreement on title to identify the Agriculture Land Reserve (ALR) buffer area (4.0 m wide, measured from the new property line along No. 4 Road), to ensure that landscaping planted within this buffer is maintained and will not be abandoned or removed, and to indicate that the subject property is located adjacent to active agricultural operations and subject to impacts of noise, dust and odour.
8. Registration of a legal agreement on title identifying that the proposed development must be designed and constructed to meet or exceed EnerGuide 82 criteria for energy efficiency and that all dwellings are pre-ducted for solar hot water heating.
9. 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.
10. City acceptance of the developer's offer to voluntarily contribute \$2.0 per buildable square foot (e.g. \$15,261.64) to the City's affordable housing fund.
11. City acceptance of the developer's offer to voluntarily contribute \$15,000 towards the proposed Audible Pedestrian Sign (APS) system upgrade at the No.4 Road/Alberta Road intersection.
12. Contribution of \$1,000 per dwelling unit (e.g. \$6,000) in-lieu of on-site indoor amenity space.
13. 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 developer is required to:

1. Complete an acoustical and thermal report and recommendations prepared by an appropriate registered professional, which demonstrates that the interior noise levels and noise mitigation standards comply with the City's Official Community Plan and Noise Bylaw requirements. The standard required for air conditioning systems and their alternatives (e.g. ground source heat pumps, heat exchangers and acoustic ducting) is the ASHRAE 55-2004 "Thermal Environmental Conditions for Human Occupancy" standard and subsequent updates as they may occur. Maximum interior noise levels (decibels) within the dwelling units must achieve CMHC standards follows:

GNCL - 230

Initial: _____

Portions of Dwelling Units	Noise Levels (decibels)
Bedrooms	35 decibels
Living, dining, recreation rooms	40 decibels
Kitchen, bathrooms, hallways, and utility rooms	45 decibels

2. Complete a proposed townhouse energy efficiency report and recommendations prepared by a Certified Energy Advisor which demonstrates how the proposed construction will meet or exceed the required townhouse energy efficiency standards (EnerGuide 82 or better), in compliance with the City's Official Community Plan.

Prior to a Development Permit* issuance, the developer is required to complete the following:

1. Submission of a Landscaping Security to the City of Richmond based on 100% of the cost estimates provided by the landscape architect.
2. Submission of a Tree Survival Security to the City as part of the Landscape Letter of Credit to ensure that the Western Red Cedar identified for retention will be protected. No Landscape Letter of Credit will be returned until the post-construction assessment report confirming the protected tree survived the construction, prepared by the Arborist, is reviewed by staff.

Prior to Building Permit Issuance, 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 prior to any construction activities, including building demolition, occurring on-site.
Note: Should the applicant wish to begin site preparation work after third reading of the rezoning bylaw, but prior to final adoption of the rezoning bylaw, the applicant will be required to obtain a Tree Permit and submit a landscape security (i.e. \$2,000) to ensure the replacement planting will be provided.
2. 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.
3. Incorporation of accessibility, CPTED, and sustainability features/measures in Building Permit (BP) plans as determined via the Rezoning and/or Development Permit processes.
4. Enter into a Servicing Agreement* for the design and construction of engineering infrastructure improvements:

a) Water Works:

- i. Using the OCP Model, there is 651 L/s of water available at a 20 psi residual at the hydrant at 6620 No. 4 Road. Based on your proposed development, your site requires a minimum fire flow of 220 L/s.
- ii. The Developer is required to:
 - Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm the development has adequate fire flow for onsite fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage and Building designs.
 - Install a fire hydrant at No. 4 Road frontage to service the proposed townhouse development. Coordination with the City's Fire department to confirm the location of the proposed hydrant is also required.
- iii. At the Developer's cost, the City will:
 - Cut and cap at main the existing water service connection at No. 4 Road frontage.
 - Install new water connection to service the proposed site. Details of the new water service shall be finalized via the servicing agreement design review.

b) Storm Sewer Works:

- i. At the Developer's cost, the City will:
 - Cut and cap at main the existing storm sewer service connections at No. 4 Road frontage. Remove existing IC.

- Install new storm sewer connection to service the proposed site. Details of the new storm service shall be finalized via the servicing agreement design review.
- c) Sanitary Sewer Works:
 - i. The Developer is required to:
 - Provide a 3 m wide utility SRW along the entire west property line of the proposed site.
 - Install a new sanitary sewer connection to service the proposed site. Details of the new storm service shall be finalized via the servicing agreement design review.
- d) Frontage Improvements:
 - i. The Developer is required to:
 - Removing existing sidewalk and create a 1.5 m grass & treed boulevard behind the existing curb (trees to be Littleleaf Linden), with a 1.5 m sidewalk behind that which will abut the new property line. All works are at the client's sole cost; i.e. no credits apply. The works are an extension of SA06-326784 from the north at 6551 No 4 Road. Improvements shall be built to the ultimate condition wherever possible.
 - Provide street lighting along No. 4 Road frontage.
 - Locate all above ground utility cabinets and kiosks required to service the proposed development within the developments site (see list below for examples). A functional plan showing conceptual locations for such infrastructure shall be included in the Rezoning staff report and the development process design review. Please coordinate with the respective private utility companies and the project's lighting and traffic signal consultants to confirm the right of ways dimensions and the locations for the aboveground structures. If a private utility company does not require an aboveground structure, that company shall confirm this via a letter to be submitted to the City. The following are examples of SRWs that shall be shown in the functional plan and registered prior to SA design approval:
 - 1) BC Hydro PMT – 4mW X 5m (deep)
 - 2) BC Hydro LPT – 3.5mW X 3.5m (deep)
 - 3) Street light kiosk – 1.5mW X 1.5m (deep)
 - 4) Traffic signal kiosk – 1mW X 1m (deep)
 - 5) Traffic signal UPS – 2mW X 1.5m (deep)
 - 6) Shaw cable kiosk – 1mW X 1m (deep) – show possible location in functional plan
 - 7) Telus FDH cabinet - 1.1mW X 1m (deep) – show possible location in functional plan
- e) General Items:
 - i. The Developer is required to:
 - Provide if pre-load is required, prior to pre-load installation, a geotechnical assessment of preload and soil preparation impacts on the existing sanitary sewer along the proposed site's west property line, proposed utility installations, and provide mitigation recommendations. The mitigation recommendations shall be incorporated into the first SA design submission or if necessary to be implemented prior to pre-load.
 - 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.
- 5. Submission of DCC's (City & GVS&DD), School site acquisition charges, Address Assignment Fee, and servicing charges, etc.
- 6. If applicable, payment of latecomer agreement charges associated with eligible latecomer works.
- 7. 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 9491 (RZ 11-578758)
6571/6573 No. 4 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 **"TOWN HOUSING (ZT60) – NORTH MCLENNAN (CITY CENTRE)"**.

P.I.D. 004-074-271

Lot 65 Section 10 Block 4 North Range 6 West New Westminster District Plan 46723

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9491"**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

CITY OF RICHMOND
APPROVED by 
APPROVED by Director or Solicitor 

MAYOR

CORPORATE OFFICER



City of Richmond

Report to Committee Planning and Development Division

To: Planning Committee
From: Wayne Craig
Director of Development

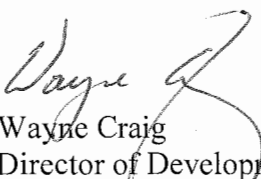
Date: October 27, 2015

File: RZ 14-674043

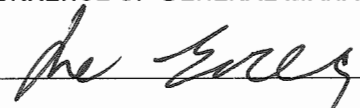
Re: Application by Landcraft Homes Ltd. for Rezoning at 7180 Railway Avenue from Single Detached (RS1/E) to Coach Houses (RCH1)

Staff Recommendations

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9291, for the rezoning of 7180 Railway Avenue from "Single Detached (RS1/E)" to "Coach Houses (RCH1)", be introduced and given first reading.


Wayne Craig
Director of Development

CL:blg
Att.

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

Staff Report

Origin

Landcraft Homes Ltd. has applied to the City of Richmond for permission to rezone the property at 7180 Railway Avenue from the “Single Detached (RS1/E)” zone to the “Coach Houses (RCH1)” zone, to permit the property to be subdivided to create two (2) lots, each with a principal dwelling and an accessory coach house above a detached garage, with vehicle access from the rear lane (Attachment 1). A survey of the subject site showing the proposed subdivision plan is included in Attachment 2.

In order to consider this rezoning application, an amendment to Single-Family Lot Size Policy 5463 is required to remove the subject site from the Lot Size Policy, along with three (3) other properties fronting Railway Avenue north of Linfield Gate, which have existing lane access. Further discussion on the proposed amendment to Lot Size Policy 5463 is provided later in this report.

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is attached (Attachment 3).

Surrounding Development

The subject site contains an older character single-detached dwelling. Existing development immediately surrounding the subject site is as follows:

- To the North, is a lot under Land Use Contract 050, which contains a single-family dwelling with rear lane access.
- To the South, are two (2) lots zoned “Single Detached (RS1/E)”, containing single-family dwellings, which are each the subject of an active rezoning application to: a) the “Coach Houses (RCH1)” zone (7200 Railway Ave, RZ 15-710175); and b) the “Compact Single Detached (RC2)” zone (7220 Railway Ave, RZ 15-691744), to permit subdivision to create small lots with access from the rear lane.
- To the East, immediately across the rear lane, are two (2) lots zoned “Single Detached (RS1/B)” fronting Lindsay Road, which each contain a single-family dwelling.
- To the West, immediately across Railway Avenue, is the Railway Greenway trail on City-owned property.

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 Policy

Since 2001, the City has encouraged redevelopment to compact lots along arterial roads where access is or can be made available to a rear lane. The Arterial Road Policy identifies the subject site for redevelopment to compact lots or coach house lots, with rear lane access.

Where such conditions exist on lots that are governed by a Lot Size Policy that is older than five (5) years, there is past precedent in place for amending the Lot Size Policy to exclude the properties fronting the arterial road.

Lot Size Policy 5463

The subject site is located within the area governed by Lot Size Policy 5463, adopted by Council on February 19, 1996 (Attachment 4). The Lot Size Policy permits those properties along Railway Avenue with rear lane access to rezone and subdivide in accordance with the "Single Detached (RS2/B)" zone (i.e., 12 m wide lots, 360 m² in area).

Consideration of the rezoning application at the subject site requires an amendment to Lot Size Policy 5463. The proposed amendment to the Lot Size Policy to exclude the four (4) properties fronting Railway Avenue with existing rear lane access north of Linfield Gate from the Lot Size Policy (i.e., 7180, 7200, 7220, and 7240 Railway Avenue) was considered by Council at the regular Council meeting held on October 26, 2015, and is scheduled to be considered at the Public Hearing to be held on November 16, 2015, in association with a rezoning application at 7220 Railway Avenue (RZ 15-691744). The proposed amendment to Lot Size Policy 5463 is shown in Attachment 5.

In order for this rezoning application at 7180 Railway Avenue to proceed, the proposed amendment to the Lot Size Policy must be approved by Council at the November Public Hearing. If the proposed amendment to the Lot Size Policy is not approved at the November Public Hearing, this rezoning application must be referred back to staff.

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. The response to the public consultation process associated with the proposed amendment to Lot Size Policy 5463 was presented to Planning Committee and Council on October 20th and 26th, respectively, as part of the rezoning application at 7220 Railway Avenue. To summarize, a letter dated May 27, 2015, was sent to the owners and residents of all properties located within the Lot Size Policy area, which described the proposed amendment, identified the proposed rezoning application at the subject site, and provided information on submitting comments on the proposal (Attachment 6). Two (2) pieces of email correspondence were received in response to the City's letter, one of

which supported the proposed amendment to the Lot Size Policy and one of which expressed opposition (see Attachment 7).

Other than the public consultation process described above for the proposed Lot Size Policy amendment, staff have not received any comments from the public about the rezoning application at 7180 Railway Avenue in response to the placement of the rezoning sign on the property.

Should the rezoning bylaw associated with the subject application be granted 1st reading, the rezoning bylaw would proceed to a Public Hearing for consideration, at which time further opportunity for public input on the proposal will be provided.

Analysis

Site Planning and Architectural Character

The proposed conceptual plans included in Attachment 8 have satisfactorily addressed the significant staff comments identified as part of the rezoning application review process.

The proposed site plan involves a principal dwelling on the west side and an accessory coach house above a detached garage on the east side of each lot proposed, with vehicle access from the rear lane. The proposed building siting and open space are consistent with the requirements of the RCH1 zone.

Pedestrian access to the site and coach house is proposed via a permeable pathway from Railway Avenue, as well as from the rear lane.

Vehicle access to the proposed lots is to be from the existing operational rear lane, with no access permitted to Railway Avenue, in accordance with Residential Lot (Vehicular) Access Regulation Bylaw No. 7222.

For each lot, on-site parking is proposed in the garage in accordance with the Zoning Bylaw and consists of two (2) parking spaces for the principal dwelling, provided in a tandem arrangement, along with one (1) parking space for the coach house to the side. Prior to final adoption of the rezoning bylaw, the applicant must register a restrictive covenant on Title, prohibiting the conversion of the garage space into habitable space.

The proposed architectural elevation plans include sloped roofs, and articulation of the coach house building and appropriate window placement, thereby avoiding blank facades, providing some visual interest, and minimizing overlook while still allowing for passive surveillance of the rear lane.

On-site garbage and recycling is proposed to be set back a minimum of 1.5 m from the rear property line, in accordance with the RCH1 zone. Screening of on-site garbage and recycling will be reviewed upon receipt of the required Landscape Plan for the site prior to final adoption of the rezoning bylaw.

Prior to final adoption of the rezoning bylaw, minor revisions will be made to the conceptual plans included in Attachment 5. Furthermore, the applicant must register restrictive covenants on Title to ensure that:

- The coach house on each lot proposed cannot be stratified.
- The Building Permit application and ensuing development at the site is generally consistent with the proposed conceptual plans included in Attachment 5. The Building Permit application process includes coordination between Building Approvals and Planning Department staff to ensure that the covenant is adhered to.

Tree Retention and Replacement

A Certified Arborist's Report was submitted by the applicant; which identifies tree species, assesses their structure and condition, and provides recommendations on tree retention and removal relative to the proposed development. The Report assesses one (1) bylaw-sized tree on the subject site.

The City's Tree Preservation Coordinator has reviewed the Arborist's Report, conducted visual tree assessment, and indicates that a flowering Cherry tree (50 cm dbh) located in the southwest corner of the proposed south lot is in good condition. However, the Cherry tree cannot be retained due to conflict with the building envelope.

The proposed tree management plan is shown in Attachment 9.

To compensate for the remove of the Cherry tree from the subject site, the applicant is required to plant two (2) replacement trees on the proposed lots, in accordance with the Official Community Plan (OCP) tree replacement ratio of 2:1 (minimum 10 cm deciduous caliper or 5.5 m high conifer).

To ensure that the required replacement trees are planted and maintained, and that the front and rear yards of the subject site are enhanced, the applicant is required to submit a Landscape Plan prepared by a Registered Landscape Architect, along with a Security in the amount of 100% of a Cost Estimate for the works. The Landscape Plan must respond to the guidelines of the Arterial Road Policy and must comply with the landscaping requirements of the RCH1 zone. The Landscape Plan, Cost Estimate, and Security must be submitted prior to final adoption of the rezoning bylaw. The Security will be reduced by 70% after construction and landscaping on the proposed lots is completed and a landscaping inspection has been passed by City staff. The City will retain 30% of the Security for a one-year maintenance period to ensure that the landscaping survives.

Affordable Housing Strategy

The Affordable Housing Strategy for single-family rezoning applications received prior to September 14, 2015, requires a secondary suite or coach house on 50% of new lots, or a cash-in-lieu contribution of \$1.00/ft² of total buildable area towards the City's Affordable Housing Reserve Fund.

This proposal conforms to the Affordable Housing Strategy, as it involves the creation of two (2) lots, each with a principal single detached dwelling and accessory coach house above a detached garage.

Site Servicing and Frontage Improvements

Prior to final adoption of the rezoning bylaw, the applicant is required to enter into a Servicing Agreement for the design and construction of off-site improvements to the boulevard on Railway Avenue and to the rear lane, as described in Attachment 9.

Financial Impact

This 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

This proposal is to rezone the property at 7220 Railway Avenue from the "Single Detached (RS1/E)" zone to the "Coach Houses (RCH1)" zone, to permit the property to be subdivided to create two (2) lots, each with a principal dwelling and an accessory coach house above a detached garage, with vehicle access from the rear lane.

This rezoning application complies with the applicable land use designations and policies contained within the OCP for the subject site.

The list of Rezoning Considerations associated with this application is included in Attachment 10, which has been agreed to by the applicant (signed concurrence on file).

It is recommended that the proposed amendment to Lot Size Policy 5463 to exclude the four (4) properties fronting Railway Avenue with existing rear lane access north of Linfield Gate from the Lot Size Policy be approved.

It is further recommended that Zoning Bylaw 8500, Amendment Bylaw 9291 be introduced and given first reading.



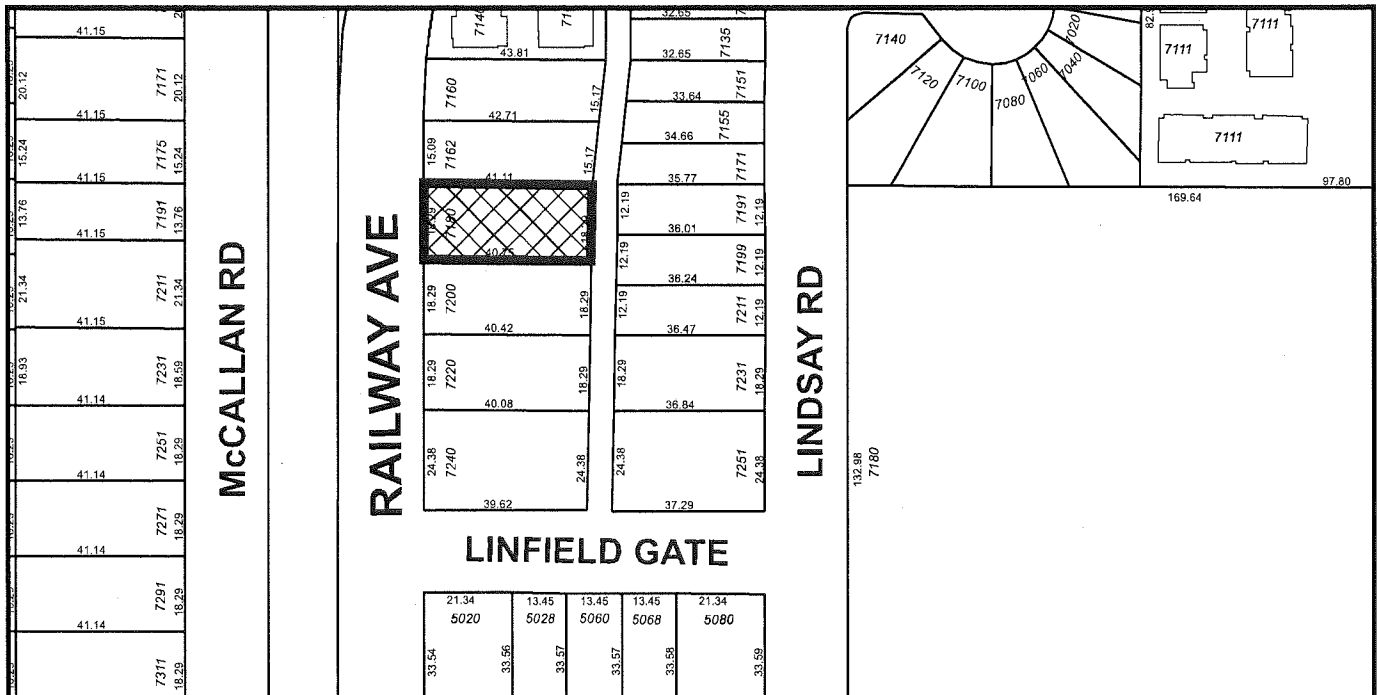
Cynthia Lussier
Planning Technician
(604-276-4108)

CL:blg

Attachments:

- Attachment 1: Location Map/Aerial Photo
- Attachment 2: Survey showing proposed subdivision plan
- Attachment 3: Development Application Data Sheet
- Attachment 4: Lot Size Policy 5463
- Attachment 5: Proposed amendment to Lot Size Policy 5463
- Attachment 6: City's letter dated May 27, 2015
- Attachment 7: Correspondence received from residents
- Attachment 8: Conceptual Development Plans
- Attachment 9: Tree Management Plan
- Attachment 10: Rezoning Considerations

The map illustrates the proposed rezoning of a parcel located at the intersection of Granville Ave and Railway Ave. The parcel is currently zoned RD1 and is highlighted with a cross-hatch pattern. The surrounding area includes various other zoning districts: SI (Single-Family Independent) to the north, ZT23 (Township Center) to the east, RAL1 (Residential Medium Density) to the south, and RS1/B (Residential Single-Family Medium Density) and RS1/E (Residential Single-Family Medium Density) to the east and south. The map also shows McCallan Rd to the west and Linfield Gate to the south. A large area on the left is labeled 'PROPOSED REZONING' with an arrow pointing to the highlighted parcel. Other labels include '033' and 'RTL1' (Residential Townhouse Low Density).



RZ 14-674043

Note: Dimensions are in METRES



City of
Richmond



RZ 14-674043

Original Date: 10/06/14

Revision Date:

Note: Dimensions are in METRES

CNCL - 243

TOPOGRAPHIC SITE PLAN OF LOT 213 SECTION 13 BLOCK 4 NORTH RANGE 7 WEST NWD PLAN 40948

CIVIC ADDRESS:
7150 Railway Avenue, Richmond, BC
P.I.D. 005-874-360
SURVEY DATE: MARCH 25, 2014

SCALE 1 : 250

2.5 0 5 10
ALL DISTANCES ARE IN METRES

LEGEND

- CB DENOTES CATCH BASIN - ROUND
- PP DENOTES UTILITY POLE
- WV DENOTES WATER VALVE
- WM DENOTES WATER METER
- WM-S DENOTES SANITARY MANHOLE
- WM-D DENOTES STORM MANHOLE
- DENOTES TREE AND CANOPY EXTENT
- DENOTES GROUND ELEVATION

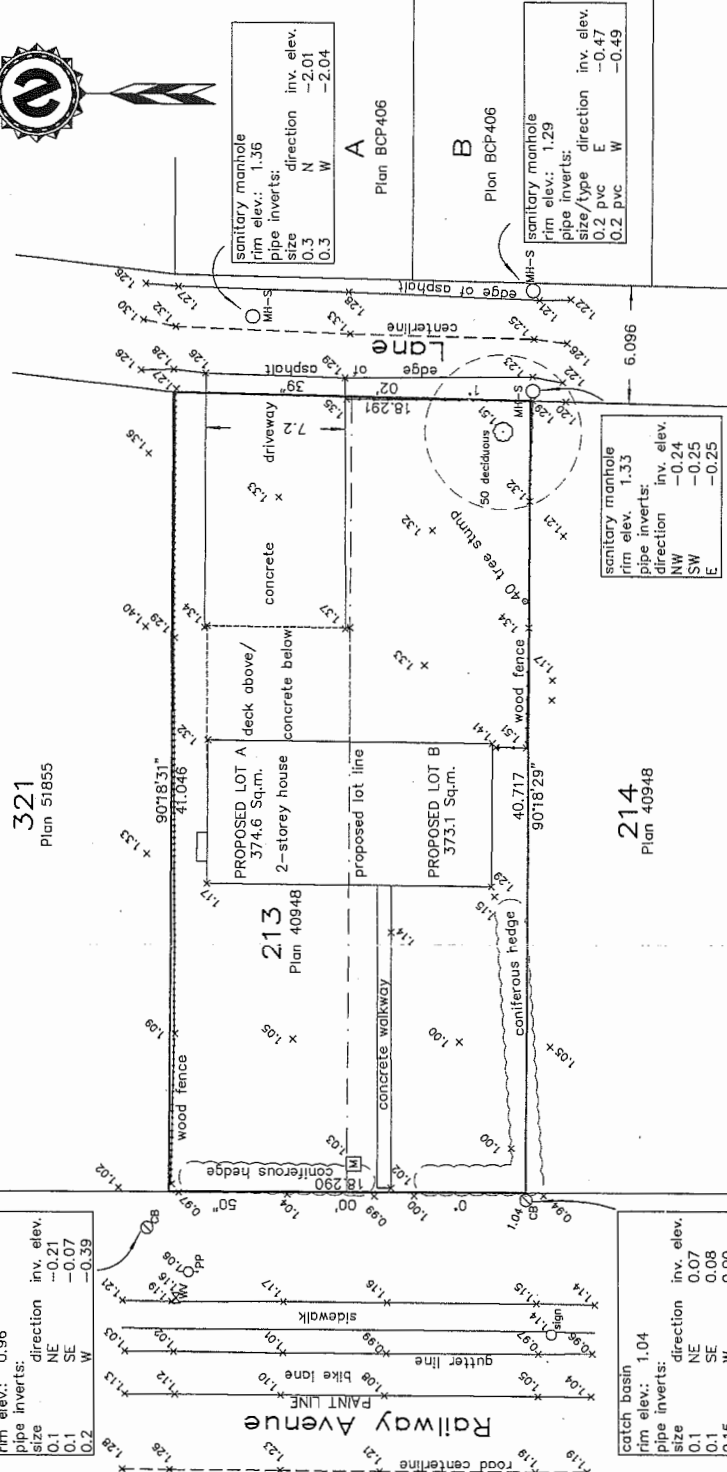
catch basin	rim elev.	0.96
pipe inverts:	direction	inv. elev.
size	NE	-0.21
0.1	SE	-0.07
0.1	W	-0.39
0.2		

catch basin	rim elev.	1.04
pipe inverts:	direction	inv. elev.
size	NE	0.07
0.1	SE	0.08
0.1	W	0.00
0.15		

321
Plan 51855

213
Plan 40948

214
Plan 40948



Invert elevations and offsets of services from property lines are derived from municipal records and field survey. Contractor to verify all service locations and inverts prior to construction.

Spot elevations along curb are taken in gutter. If this plan is used in digital form, Target Land Surveying will only assume responsibility for information content shown on original unaltered drawing.

Tree diameters are taken at 1.4m above grade and are shown in cm. All trees 20cm and larger on project are shown.

INTEGRATED SURVEY AREA No. 18, RICHMOND
NAD 83 (CSRS 2005)
Grid bearings are derived from observations between geodetic control monuments 77H4660 and 77H4746. This plan shows horizontal ground-level distances unless otherwise specified. To compute grid distances, multiply ground distances by the average combined factor of 0.9996048, which has been derived from control monument 77H4660.
Lot dimensions are derived from FIELD SURVEY.
Elevations are Geodetic (CYD28 GVRD-2005 - IN METERS) Derived from Control Monument 77H4746 located on the east side curb of McCallan road at the south side of Cabot Dr. Elevation = 1.246m
Monument elevation verified to City Benchmark 234 (Monument 77H4891)

This Plan was prepared for architectural design and site servicing purposes, and is for the exclusive use of our client. The signatory accepts no responsibility or liability for any damages that may be suffered by a third party as a result of reproduction, transmission or alteration to this document without consent of the signatory.

CERTIFIED CORRECT
DATED: THIS 27TH DAY OF MARCH, 2014.

B.C.L.S.
M. Sean Fulkerson
C.O. No. 5001
C.A. No. 10000

TARGET
LAND SURVEYING
SURREY, B.C.
604-583-6161

FILE: 7236-topo.dwg



RZ 14-674043

Attachment 3

Address: 7180 Railway Avenue

Applicant: Landcraft Homes Ltd.

Planning Area(s): Blundell

	Existing	Proposed
Owner:	Harjit Sandhu Terinder Singh Chung	To be determined
Site Size (m²):	747.7 m ² (8,048 ft ²)	Proposed north lot – 374.6 m ² Proposed south lot – 373.1 m ²
Land Uses:	Single-family residential	No change
OCP Designation:	Neighbourhood Residential	No change
Lot Size Policy Designation:	Lots along Railway Avenue with lane access are permitted to rezone and subdivide in accordance with RS2/B	Proposed amendment to remove the four (4) existing lots fronting Railway Avenue with rear lane access north of Linfield Drive to be excluded from the Lot Size Policy
Zoning:	Single Detached (RS1/E)	Coach Houses (RCH1)
Other Designations:	The Arterial Road Policy designates the subject site for redevelopment to compact lots and coach houses	No change

On Future Subdivided Lots	Bylaw Requirement		Proposed	Variance
Floor Area Ratio:	Max. 0.60		Max. 0.60	none permitted
Lot Coverage – Buildings:	Max. 45%		Max. 45%	none
Lot Coverage – Buildings, Structures, and Non-Porous Surfaces:	Max. 70%		Max. 70%	none
Lot Coverage – Live plant material:	Min. 20%		Min. 20%	none
Lot Size (min. dimensions):	315 m ²		Proposed north lot – 374.6 m ² Proposed south lot – 373.1 m ²	none
Principal Dwelling Setback – Front/Rear Yards (m):	Min. 6 m		Min. 6 m	none
Principal Dwelling Setback – Side Yards (m):	Min. 1.2 m		Min. 1.2 m	none
Coach House Building Setback – Rear Yard (m):	Min. 1.2 m		Min. 1.2 m	none
Coach House Building Setback – Side Yards (m):	Ground floor	Min. 0.6 & 1.8 m	Ground floor	Min. 0.6 & 1.8 m

On Future Subdivided Lots	Bylaw Requirement		Proposed		Variance
	Second floor	Min. 1.2 m & 1.8 m	Second floor	Min. 1.2 m & 1.8 m	none
Principal Dwelling Height (m):	Max. 2 ½ storeys		Max. 2 ½ storeys		none
Coach House Building Height (m):	Max. 2 storeys or 6.0 m, whichever is less, as measured from the highest elevation of the crown of the lane		Max. 2 storeys or 6.0 m, whichever is less, as measured from the highest elevation of the crown of the lane		none
On-Site Parking Spaces – Principal Dwelling:	2		2		none
On-Site Parking Spaces – Coach House:	1		1		none
Tandem Parking Spaces:	permitted		2 for Principal Dwelling		none
Amenity Space – Outdoor:	Principal Dwelling	Min. 30 m ²	Principal Dwelling	Min. 30 m ²	none
	Coach House	No minimum	Coach House	No minimum	

Other: Tree replacement compensation required for loss of bylaw-sized trees.



City of Richmond

Policy Manual

Page 1 of 2

Adopted by Council: February 19, 1996

POLICY 5463

File Ref: 4045-00

SINGLE-FAMILY LOT SIZE POLICY IN QUARTER-SECTION 13-4-7

POLICY 5463:

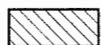
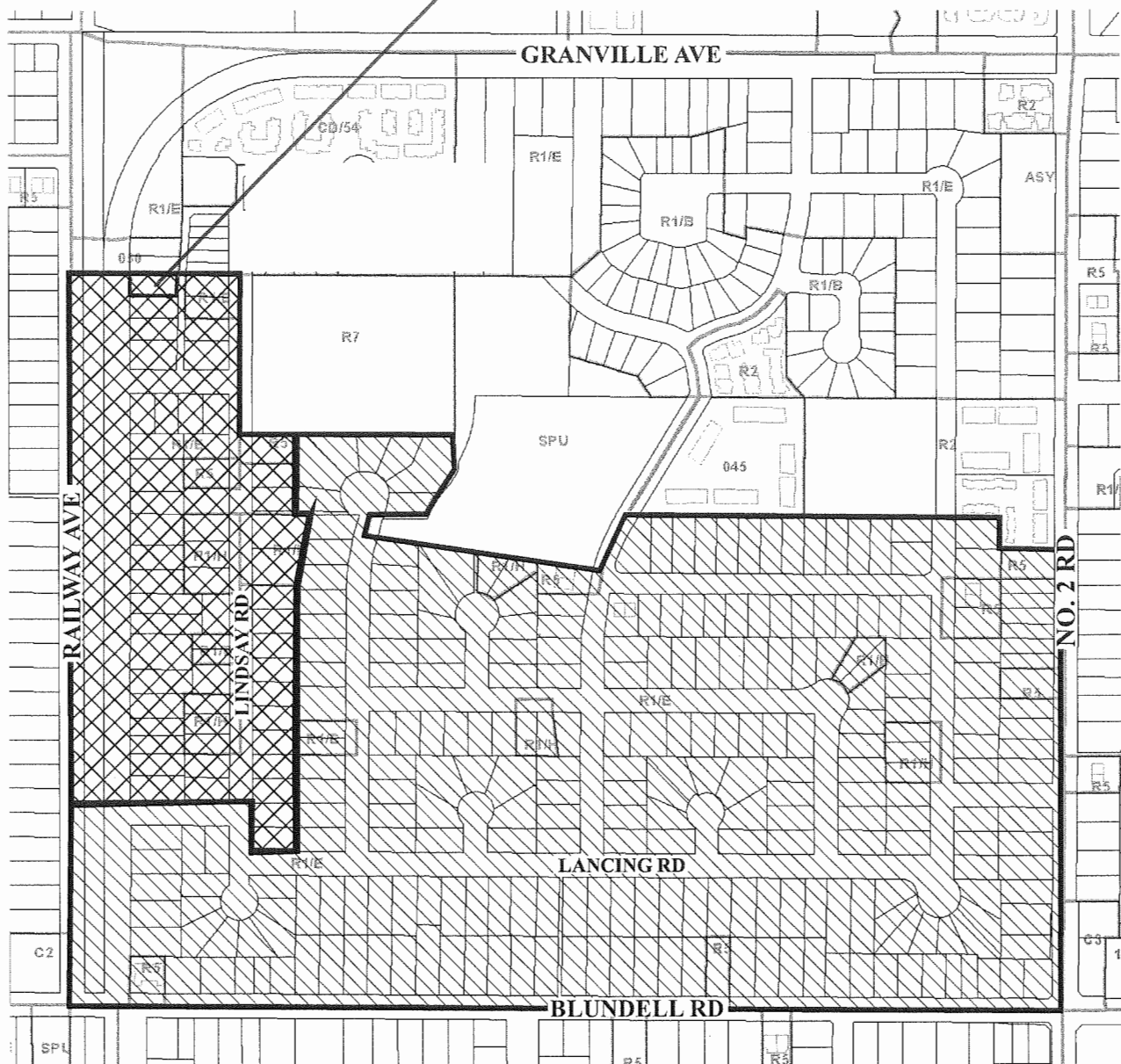
The following policy establishes lot sizes for properties within the area generally bounded by **Railway Avenue, Blundell Road and No. 2 Road**, in a portion of Section 13-4-7 as shown on the attached map:

That properties within the area generally bounded by Railway Avenue, Blundell Road and No. 2 Road, in a portion of Section 13-4-7, be permitted to rezone in accordance with the provisions of Single-Family Housing District, Subdivision Area H (R1/H) in Zoning and Development Bylaw 5300, with the exception that:

1. Single-Family Housing District, Subdivision Area E (R1/E) applies to lots with frontage on No. 2 Road and Blundell Road that do not have a lane or internal road access;
2. Single-Family Housing District, Subdivision Area B (R1/B) applies to properties with duplexes on them with the exception that Single-Family Housing District, Subdivision Area E (R1/E) applies to those properties with frontage on No. 2 Road and Blundell Road that do not have lane or internal road access;
3. Single-Family Housing District, Subdivision Area B (R1/B) applies to properties generally fronting Lindsay Road and Linfield Gate in the western portion of Section 13-4-7; and

That this policy 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 amended according to Bylaw No. 5300.

SUBJECT SITE



Subdivision permitted as per **R1/H** with the exception that **R1/B** applies to existing duplexes and **R1/E** applies to lots facing No. 2 Road and Blundell Road that do not have a lane or internal road access.



Subdivision permitted as per **R1/B** with the exception that **R1/E** applies to lots facing Railway Avenue that do not have a lane or internal road access.



POLICY 5463 SECTION 13, 4-7

Adopted Date: 02/19/96

Amended Date:



City of Richmond

Policy Manual

Page 1 of 2	Adopted by Council:	DRAFT PROPOSED POLICY 5463
File Ref: 4045-00	SINGLE-FAMILY LOT SIZE POLICY IN QUARTER-SECTION 13-4-7	

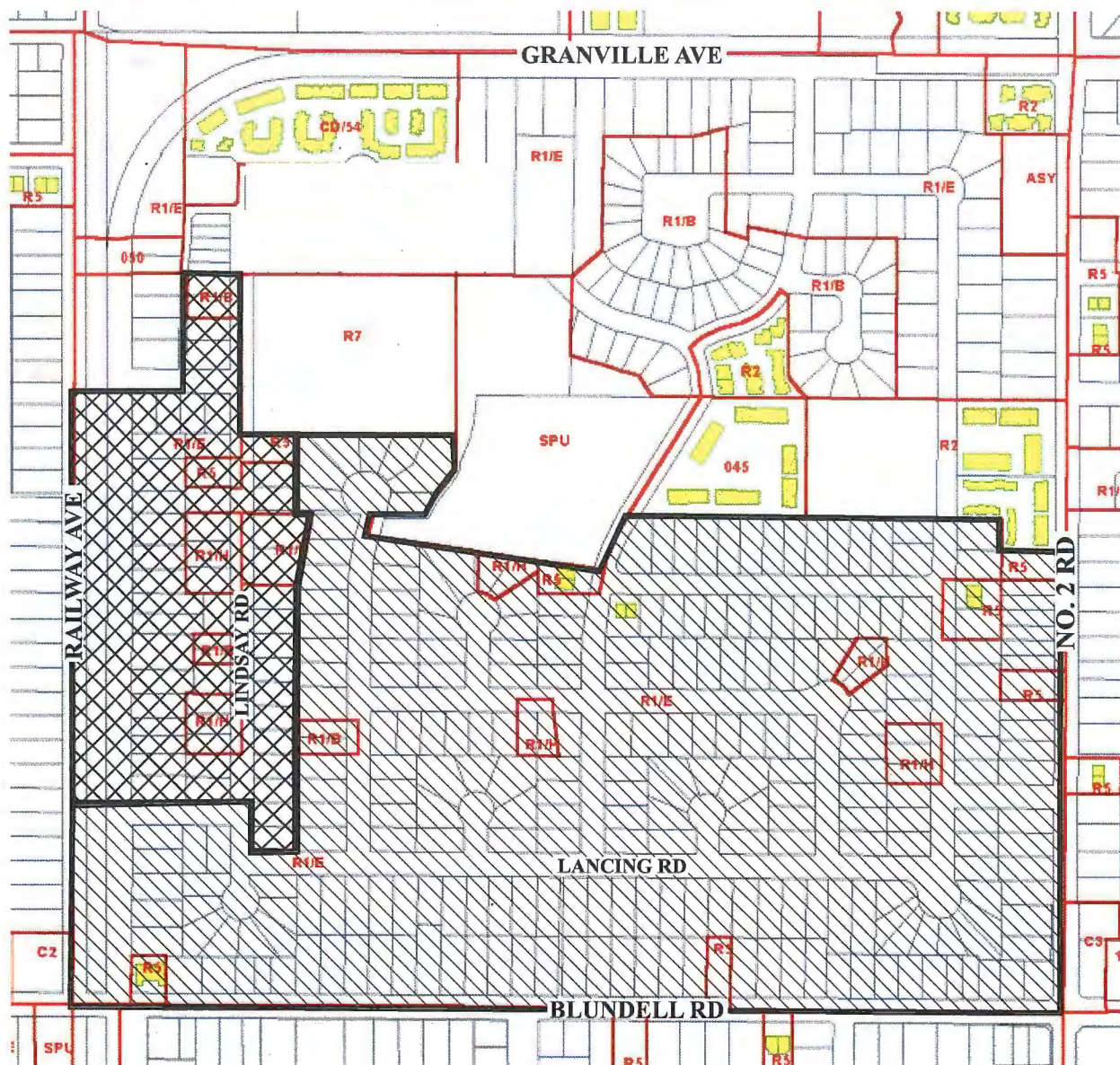
POLICY 5463:

The following policy establishes lot sizes for properties within the area generally bounded by **Railway Avenue, Blundell Road and No. 2 Road**, in a portion of Section 13-4-7 as shown on the attached map:

That properties within the area generally bounded by Railway Avenue, Blundell Road and No. 2 Road, in a portion of Section 13-4-7, be permitted to rezone and subdivide in accordance with the provisions of the "Single Detached (RS2/H)" zone in Richmond Zoning Bylaw 8500, with the exception that:

1. The "Single Detached (RS2/E)" zone applies to lots with frontage on No. 2 Road and Blundell Road that do not have a lane or internal road access;
2. The "Single Detached (RS2/B)" zone applies to properties with duplexes on them with the exception that the "Single Detached (RS2/E)" zone applies to those properties with frontage on No. 2 Road and Blundell Road that do not have lane or internal road access;
3. The "Single Detached (RS2/B)" zone applies to properties generally fronting Lindsay Road and Linfield Gate in the western portion of Section 13-4-7; and

That this policy 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 amended according to Richmond Zoning Bylaw 8500.



Subdivision permitted as per **R1/H** with the exception that **R1/B** applies to existing duplexes and **R1/E** applies to lots facing No. 2 Road and Blundell Road that do not have a lane or internal road access.



Subdivision permitted as per **R1/B** with the exception that **R1/E** applies to lots facing Railway Avenue that do not have a lane or internal road access.



PROPOSED POLICY 5463 SECTION 13, 4-7

Adopted Date: 02/19/96

Amended Date: 04/15/15



City of Richmond

6911 No. 3 Road,
Richmond, BC V6Y 2C1
www.richmond.ca

May 27, 2015

File: RZ 14-674043
RZ 15-691744

Planning and Development Department
Development Applications
Fax: 604-276-4052

Dear Owner/Resident:

Re: Proposed amendment to Single-Family Lot Size Policy 5463 and proposed rezoning applications at 7180 Railway Avenue and 7220 Railway Avenue

This is to advise you that the City of Richmond has received two (2) rezoning applications for properties in your neighbourhood at 7180 Railway Avenue and 7220 Railway Avenue. These applications also propose an amendment to Single-Family Lot Size Policy 5463 that is established for your neighbourhood. Details on these applications are provided below:

- **Rezoning Application at 7180 Railway Avenue:** Landcraft Homes Ltd. has applied to the City of Richmond for permission to rezone 7180 Railway Avenue from "Single Detached (RS1/E)" to "Coach Houses (RCH1)" to permit subdivision into two (2) lots, each with a principal dwelling and detached coach house with vehicle access to and from the existing rear lane. The application is being processed under City file RZ 14-674043. A location map and proposed subdivision plan of the subject site is included in **Attachment 1**.
- **Rezoning Application at 7220 Railway Avenue:** Maryem Ahbib has applied to the City of Richmond for permission to rezone 7220 Railway Avenue from "Single Detached (RS1/E)" to "Compact Single Detached (RC2)" to permit subdivision into two (2) compact lots with vehicle access to and from the existing rear lane. The application is being processed under City File RZ 15-691744. A location map and proposed subdivision plan of the subject site is included in **Attachment 2**.

Single-Family Lot Size Policy 5463

In 1996, City Council adopted Lot Size Policy 5463 to establish the lot sizes that would be considered on properties generally bounded by Railway Avenue, Blundell Road, and No. 2 Road (see **Attachment 3**). The Lot Size Policy provides the following direction:

- Properties along No. 2 Road, Blundell Road, and Railway Avenue are restricted to the "Single Detached (RS1/E)" zone (i.e., 18 m wide lots, 550 m² in area), with the exception that those lots with lane or internal road access may be permitted to rezone and subdivide in accordance with the "Single Detached (RS2/B)" zone (i.e., 12 m wide lots, 360 m² in area);
- Properties with duplexes in the neighbourhood and along on arterial roads with lane or internal road access may be permitted to rezone and subdivide in accordance with the "Single Detached (RS2/B)" zone;
- Properties fronting Lindsay Road and Linfield Gate may be permitted to rezone and subdivide in accordance with the "Single Detached (RS2/B)" zone; and

- Other remaining lots in the neighbourhood (as shown on the attached map), may be permitted to rezone and subdivide in accordance with the “Single Detached (RS1/H)” zone (i.e., 16.5 m wide lots, 360 m² in area).

Proposed Amendment to Single-Family Lot Size Policy 5463

The Lot Size Policy currently permits the two (2) subject properties (7180 and 7220 Railway Avenue) to rezone and subdivide in accordance with the “Single Detached (RS1/B)” zone.

Consistent with the Arterial Road Policy in Richmond’s Official Community Plan, which allows for compact lot and coach house development at a higher density on designated properties along arterial roads with lane access, the applicants at 7180 and 7220 Railway Avenue are requesting permission to amend Lot Size Policy 5463 and to rezone the subject properties to permit a subdivision to create two (2) smaller lots with vehicle access to/from the existing rear lane (note: vehicle access to Railway Avenue is not permitted).

The proposed amendment to Lot Size Policy 5463 is to exclude the four (4) properties fronting Railway Avenue with existing rear lane access north of Linfield Gate from the Lot Size Policy (i.e., 7180, 7200, 7220, and 7240 Railway Avenue). All other provisions of Lot Size Policy 5463 would remain unchanged. The proposed amendment to Lot Size Policy 5463 is shown in **Attachment 4**.

The minimum lot dimensions, area, and density of the zones proposed for 7180 and 7220 Railway Avenue are listed below:

Site Address	Proposed Zone	Min. Width	Min. Depth	Min. Area	Max. FAR	Purpose
7180 Railway Avenue	“Coach Houses (RCH1”	9.0 m (29.5 ft)	35.0 m (114.8 ft)	315.0 m ² (3,390.6 ft ²)	0.6	Single-detached housing and a detached coach house
7220 Railway Avenue	“Compact Single Detached (RC2)”	9.0 m (29.5 ft)	24.0 m (78.7 ft)	270.0 m ² (2,906.3 ft ²)	0.6 applied to a max. of 464.5 m ² of lot area, together with 0.30 applied to the balance of lot area in excess of 464.5 m ²	Single-Detached housing

Process

Please review the accompanying materials. Please forward any comments or concerns you may have about the proposed amendment to Lot Size Policy 5463, and/or the redevelopment proposals at 7180 Railway Avenue and 7220 Railway Avenue, to my attention at the following address by **Friday June 26, 2015**:

Cynthia Lussier, Planning Technician – Design
Development Applications Department
City of Richmond
6911 No. 3 Road
Richmond BC V6Y 2C1

Staff will complete reports to Planning Committee on the proposed Lot Size Policy amendment and rezoning applications, and will incorporate your feedback as part of the reports. If the applications are supported by the Planning Committee, both applications would then be subsequently considered by Richmond City Council at a Council meeting and a Public Hearing. You will be provided with the opportunity to address Council directly if the proposed amendment to Lot Size Policy 5463 and the rezoning applications at 7180 Railway Avenue and 7220 Railway Avenue proceed to a Public Hearing.

It is emphasized that the proposed amendment to Lot Size Policy 5463 and proposed rezoning applications at 7180 Railway Avenue and 7220 Railway Avenue does not change the zoning permitted on other properties in the area. Any future rezoning applications on other properties within the Lot Size Policy area must undergo the standard rezoning application review process, which involves a Public Hearing process.

If you have any questions or require further explanation, please contact me by phone at 604-276-4108, or via email at clussier@richmond.ca.

Sincerely,



Cynthia Lussier
Planning Technician - Design

AY/CL:cl

Attachments:

- Attachment 1: Location Map and Proposed Subdivision Plan of Rezoning Application at 7180 Railway Avenue (RZ 14-674043)
- Attachment 2: Location Map and Proposed Subdivision Plan of Rezoning Application at 7220 Railway Avenue (RZ 15-691744)
- Attachment 3: Existing Single-Family Lot Size Policy 5463
- Attachment 4: Draft Proposed Amendment to Single-Family Lot Size Policy 5463

Lussier, Cynthia

Subject: FW: street address entered twice in database

From: Mike Davison [mailto:mazzyfan@live.com]
Sent: Monday, 01 June 2015 5:02 PM
To: Lussier, Cynthia
Subject: RE: street address entered twice in database

Hi Cynthia,

There were 2 Files:

RZ 14-674043
RZ 15-691744

Regarding 7180 & 7220 Railway Ave.

One proposal doubles the # of dwellings on the lot while the other quadruples it but the lots are on an arterial road with a transit stop within a ~2 walk so as optimal a location to increase density as there is.

Regards,
Mike

From: CLussier@richmond.ca
To: mazzyfan@live.com
Subject: RE: street address entered twice in database
Date: Mon, 1 Jun 2015 19:47:01 +0000

Hi Mike
Thank you for your email.
I'm not familiar with which development application your email is associated.

It is my assumption that the envelopes you received contained information about a development proposal in your area.
If so, what is the address for the development site?

Once I have an address, I can look into whether there were any other problems with the mailout.

In the meantime, do you have any concerns about the development application?

Please let me know if you do.

Cynthia Lussier
Planning Technician
Development Applications Division
City of Richmond
Tel: 604-276-4108

Email: clussier@richmond.ca

www.richmond.ca

From: Mike Davison [<mailto:mazzyfan@live.com>]

Sent: Friday, 29 May 2015 8:46 PM

To: Lussier, Cynthia

Subject: street address entered twice in database

Hello Cynthia,

Two envelopes with the exact same planning information were delivered to my address and so one should be deleted. Below I give the exact info (including punctuation and whether in upper or lower case) that was on the mailing labels:

OCCUPANT

5111 BLUNDELL RD

RICHMOND, BC V7C 1H3

OCCUPANT,

5111 Blundell Rd

Richmond, BC, V7C 1H3

Thanks,

Mike

Lussier, Cynthia

From: Kerry Starchuk [kerrystarchuk@hotmail.com]
Sent: Wednesday, 24 June 2015 8:31 AM
To: Lussier, Cynthia
Subject: Re Letter May 23, 2015

Re: RZ14-674043
RZ15 -691744

To Whom this may concern,

I received a letter about zoning on Railway Avenue. Why waste my time reading this crap and sending it out to all the residents?

The city is going to do what they want and really couldn't care less about what the residents want. There was a petition on

Railway about development of town houses and it was ignored.

Greed has taken over this city and there will be long term consequences.

**For the City of Richmond to be the most
appealing, livable, and well-managed
community in Canada.**

Have a nice day!

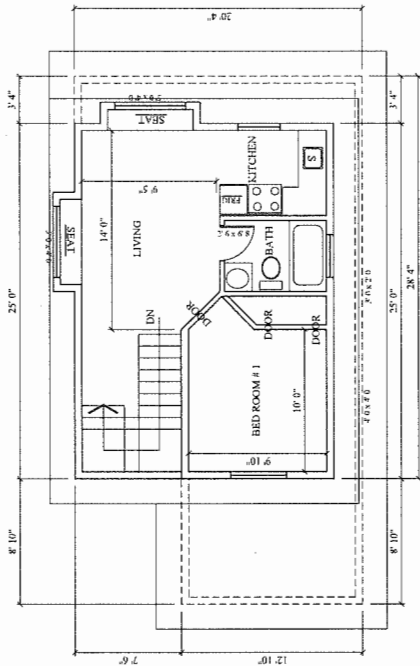
Regards,

Kerry Starchuk

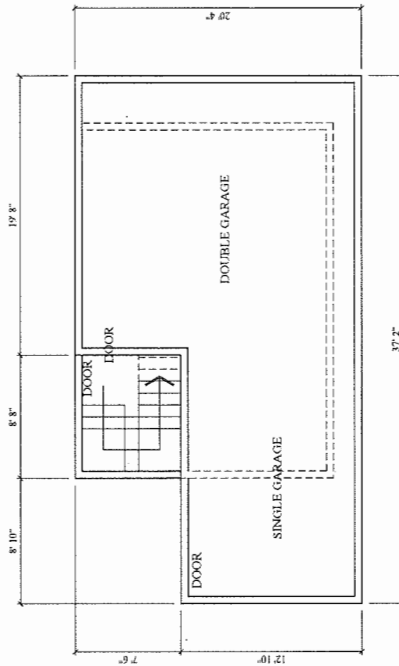
cc: Carol Day - Councillor



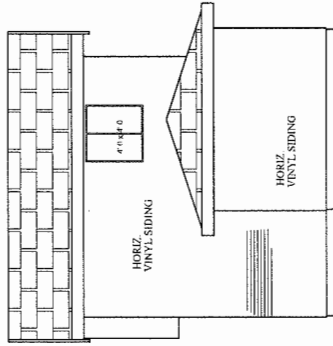
PRELIMINARY CONCEPT PLANS



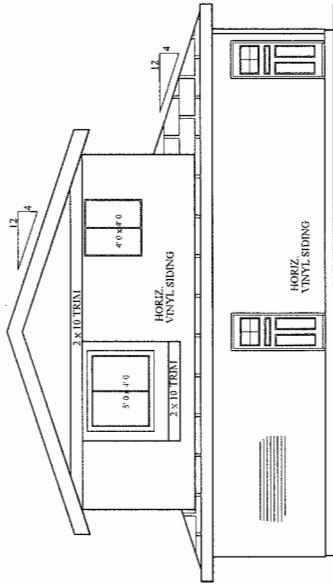
COACH HOUSE FLOOR PLAN
COACH HOUSE AREA = 458.0 SF (42.54 m²)



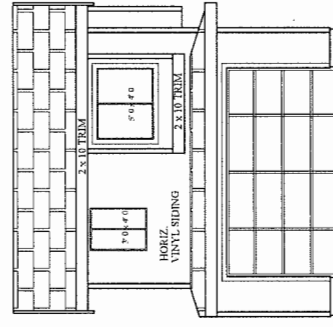
GARAGE PLAN
AREA = 624.0 SF (57.96 m²)



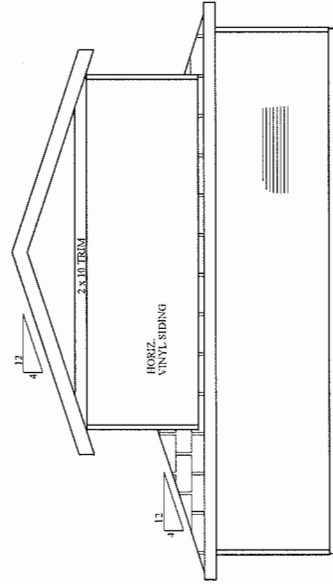
FRONT ELEVATION
(WEST)



LEFT SIDE ELEVATION
(NORTH)

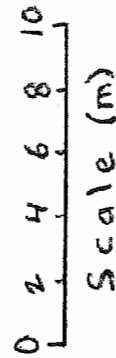
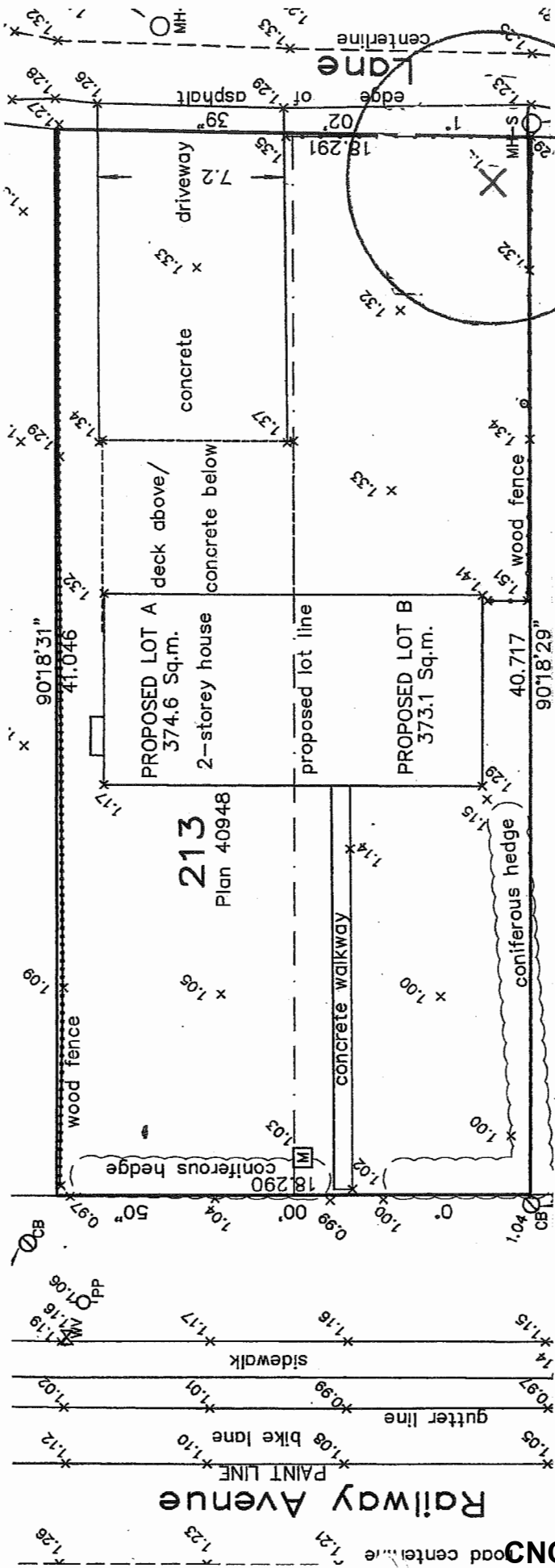


REAR ELEVATION
(EAST)



RIGHT SIDE ELEVATION
(SOUTH)

Attonish Design & Drafting Ltd. 10350 71st Avenue Richmond, B.C. PH: 1 604 539 1740 FAX: 1 604 539 1741 CELL: 1 604 728 0389 E-MAIL: attonishdesign@hotmail.com	
THESE PLANS CONFORM TO B.C. B.C. 2012 EDITION	COACH HOUSE PLAN DRAWN: 7180 - Railway Avenue Richmond, B.C. CHECKED: 7180 - Railway Avenue Richmond, B.C. DATE: 10/10/10



Remove Tree X

Crown Dripline

Tree Location + Protection Plan

7180 Railway Ave.

Annotated Oct 27/15

Railway Avenue

CNCL - 259



**City of
Richmond**

Rezoning Considerations
Development Applications Department
6911 No. 3 Road, Richmond, BC V6Y 2C1

Address: 7180 Railway Avenue

File No.: RZ 14-674043

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9291, the developer is required to complete the following:

1. Submission of a Landscape Plan for the front and rear yards, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development, and deposit of a Landscaping Security based on 100% of the cost estimate provided by the Landscape Architect (including 10% contingency, fencing, hard surfaces, trees, soft landscaping, and installation costs). The Landscape Plan should:

- Comply with the guidelines of the OCP's Arterial Road Policy and should not include hedges along the front property line.
- Comply with the landscaping provisions of the RCH1 zone.
- Include a mix of coniferous and deciduous trees.
- Include the required two (2) replacement trees (minimum 10 cm deciduous caliper or 5.5 m high conifer).

The Landscaping Security will be reduced by 70% after construction and landscaping on the proposed lots is completed and a landscaping inspection has been passed by City staff. The City will retain 30% of the Security for a one-year maintenance period to ensure that the landscaping survives.

2. Registration of a flood indemnity covenant on Title.
3. Registration of a legal agreement on title ensuring that the coach house on each lot proposed cannot be stratified.
4. Registration of a legal agreement on title prohibiting the conversion of garage space into habitable space.
5. Registration of a restrictive covenant on Title to ensure that the Building Permit application and ensuing developing at the subject site is generally consistent with the conceptual plans included in Attachment 8 to the staff report dated September 24, 2015.
6. Entrance into a Servicing Agreement* for the design and construction of off-site improvements to the boulevard on Railway Avenue and to the rear lane. The scope of works is to include (but is not limited to) the following:
 - Design and construction of a new 1.5 m wide concrete sidewalk at the property line along Railway Avenue, with connections to the existing sidewalk north and south of the subject site.
 - Removal of the existing sidewalk next to the curb and backfilling of the area between the new sidewalk and curb with a grassed boulevard to include trees, lighting, and other utility requirements as determined through the Servicing Agreement review process.
 - Reconstruction of the existing rear lane along the entire east frontage of the subject site to the current City lane design standard (5.4 m wide asphalt pavement and 0.3 m wide rollover curb on both sides of the lane, along with lane lighting).
 - Extending the existing 200 mm storm sewer located within the rear lane (approx. 50 m south) complete with manholes and lane drainage upgrades; details to be confirmed during the Servicing Agreement design and review process. The City will fund approximately 30 m of this work, subject to funding approval.
 - Upgrading the existing storm sewer service connections and inspection chambers at the site's north and south corner along the Railway Avenue frontage to City of Richmond standards.
 - The Servicing Agreement design is to include the design of the following required water, storm, and sanitary service connection works:

Water Works

- Using the OCP Model, there is 81.7 L/s of water available at a 20 psi residual at the Railway Avenue east frontage and 431.8 L/s of water available at a 20 psi residual at the Railway Avenue west frontage. Based on your proposed development, your site requires a minimum fire flow of 95.0 L/s.
- The developer is required to submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm the development has adequate fire flow for on-site fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage and building designs.
- At the developer's cost, the City is to: a) cut and cap all existing water service connections at the watermain, along the Railway Avenue frontage; and b) install two (2) new 25 mm water service connections complete with meters and meter boxes along the Railway Avenue frontage.

Sanitary Sewer Works

- At the developer's cost, the City is to: a) upgrade the existing sanitary service connection and inspection chamber at the site's southeast corner along the rear lane frontage to City of Richmond standards, to service the proposed south lot; and b) install one (1) new sanitary service connection complete with new inspection chamber (approximately 7.5 m south from the north property line) along the rear lane frontage to service the proposed north lot.
- General Items:
The developer is to coordinate with BC Hydro, Telus and other private communication service providers:
 - For their servicing requirements.
 - To underground proposed Hydro service lines.
 - When relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
 - To determine if above-ground structures are required and to coordinate their locations (e.g. Vista, PMT, LPT, Shaw cabinets, Telus Kiosks, etc.).

Notes:

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.

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

- Payment of Development Cost Charges (City and GVS & DD), School Site Acquisition Charge, Address Assignment Fees, and Servicing Costs.

At Building Permit* stage, the developer 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.
- 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 9291 (RZ 14-674043)
7180 Railway Avenue**

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **"COACH HOUSES (RCH1)"**.

P.I.D. 005-874-360

Lot 213 Section 13 Block 4 North Range 7 West New Westminster District Plan 40948

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9291"**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER REQUIREMENTS SATISFIED

ADOPTED

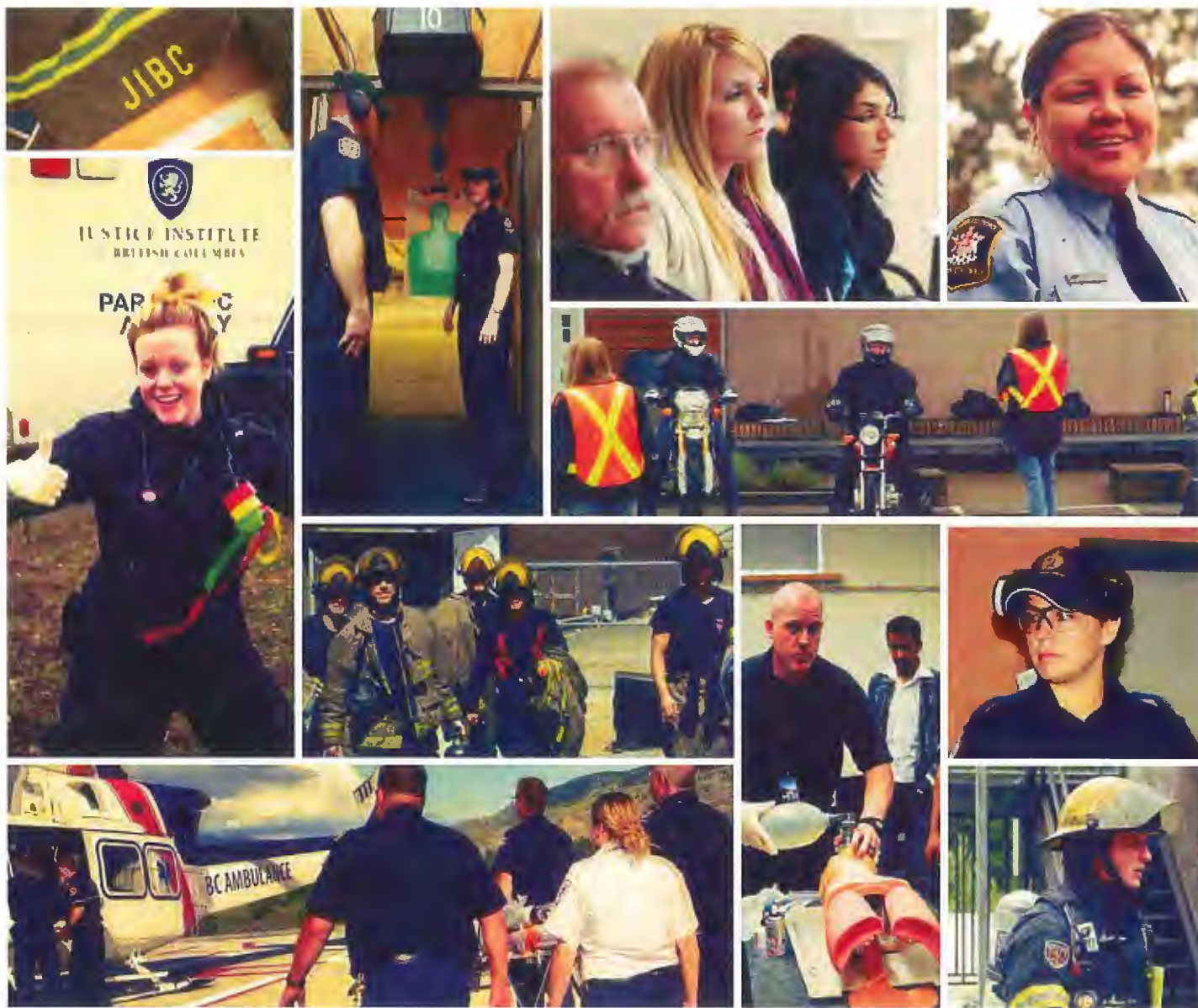


MAYOR

CORPORATE OFFICER



**JUSTICE
INSTITUTE**
of BRITISH COLUMBIA



02	ABOUT JIBC
03	ADVANCED TRAINING TECHNOLOGY
04	LEADING-EDGE LEARNING
06	GREAT INSTRUCTORS
08	BE THE ONE: LAW ENFORCEMENT
09	WATERFORD EXCHANGE TO IRELAND
10	BE THE ONE: PARAMEDICINE
11	RICK MERCER: PARAMEDIC FOR A DAY
12	BE THE ONE: FIRE & SAFETY
13	ONE WORLD SCHOLARSHIP
14	INTERNATIONAL STUDIES
15	BE THE ONE: LEADERSHIP, CONFLICT RESOLUTION AND COUNSELLING
16	BE THE ONE: ABORIGINAL LEADERSHIP
17	SUPPORTING ABORIGINAL LEADERS IN NORTHERN B.C.
18	APPLY AND REGISTER
19	STUDENT SERVICES
20	PROGRAMS OVERVIEW
24	ONGOING PROFESSIONAL DEVELOPMENT



If you want a career you can be proud of, and you have the passion to work in public and community safety, then explore what JIBC has to offer.

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Every year, 30,000 people learn at JIBC. They are younger people starting a career, and experienced professionals looking to advance their careers.

Our graduates serve with professionalism and compassion.

They are paramedics, police officers and fire fighters.

They are sheriffs who protect the courts, and correctional and probation officers who supervise offenders and reintegrate them into the community.

They are emergency management specialists who prepare responses to major emergencies and disasters.

They are counsellors who help people recover and heal.

In countless agencies, organizations and companies, you'll meet confident, committed people who turned to JIBC to help them develop their capacity to lead, negotiate and facilitate.

At JIBC, expect to be challenged. Expect hands-on learning through simulations and scenarios. Expect to gain insights from instructors who are seasoned professionals in their fields.

If you're committed and ready to work hard, you're going to learn the theory and the technical skills. You're going to build teamwork and communication skills. When you're done, you'll feel more competent and more confident.

You'll be ready for the job, and ready to make a difference.

ABOUT JIBC





JIBC ON-LINE & ADVANCED TRAINING TECHNOLOGY

JIBC uses and develops leading-edge software and equipment to improve and expand training and educational opportunities for public safety professionals in B.C. and around the world.

The Institute has its own Technology Enabled Learning and Teaching (TELT) Centre that is responsible for developing and implementing educational technology projects. Over the past three years, TELT has supported the development of a number of online courses, program-specific mobile apps, and a blended-learning format for courses that incorporate online learning and traditional classroom sessions. TELT also leads a number of innovation initiatives, which currently includes a mobile learning initiative and an open textbook initiative.

The expanded range of course formats and learning technology innovations have enabled students from many parts of the world to receive an internationally recognized education. JIBC students have benefited from the ability to learn from highly experienced instructors working in the field in B.C. or anywhere else in Canada.

Simulations are at the heart of JIBC's education and training. Many of them use advanced equipment and tools that allow students

to actively apply their knowledge and skills in a safe learning environment. One example is iStan, an advanced adult patient simulator used by the JIBC Paramedic Academy. "Stan," as he is affectionately called, is 190 centimetres tall, weighs 85 kilograms and has internal robotics that mimic real patient symptoms. Stan, along with other patient simulators, provides students the opportunity to safely practice procedures and hone their assessment skills for a wide variety of respiratory, cardiovascular and neurological conditions.

JIBC is also a leader in computer-assisted simulation. It has developed Praxis, an award-winning web-based system that gives students and professionals an immersive, interactive first-person perspective of an unfolding scenario or event. CEOs have used it to test their business continuity plans. Emergency management professionals have gone through scenarios using Praxis to improve their processes and procedures. Whatever the scenario, Praxis has increasingly become a valuable tool for students, business leaders and public safety professionals.

LEADING-EDGE LEARNING AT JIBC

THE GROWING SOPHISTICATION AND GLOBALIZATION OF CRIME, AND THE INCREASING SCALE OF NATURAL AND HUMAN-CAUSED DISASTERS, ARE AMONG THE COMPLEX CHALLENGES FACED BY PUBLIC AND COMMUNITY SAFETY PROFESSIONALS. JIBC FULFILLS ITS MANDATE TO PREPARE STUDENTS FOR THOSE CHALLENGES BY ENSURING THAT OUR PROGRAMS AND COURSES INTEGRATE THE LATEST RESEARCH AND TECHNOLOGY.

MINING CELLPHONES FOR DATA

It's like a scene from any modern crime television show. In a lab at JIBC's New Westminster campus, law enforcement analysts are huddled over tables strewn with tools, laptops, microscopes and other specialized equipment used to examine evidence.

In this case, it's a collection of cellphones. Some phones still work, while others are inoperable for one reason or another: they've been thrown from a tall building, dropped into water, or smashed to destroy incriminating evidence.

Today, it's the analysts' goal to learn how to retrieve vital information from these phones, a skill that could ultimately help them solve a crime, find loved ones, or save a life.

JIBC has partnered with various agencies and organizations to provide cutting-edge training for public safety professionals in B.C. and around the world. In the case of learning about cellphone repair and forensic analysis, JIBC has partnered with TEEL Technologies Canada. The company is owned by Bob Elder, a retired detective from the Victoria Police Department and a Special Constable with the Saanich Police Department.

Elder is an expert in getting information from cellphones, GPS units, hard drives, cameras and other portable storage devices. But cellphones are the most ubiquitous device. According to Statistics Canada, nearly 78% of Canadians are connected with a cellphone.

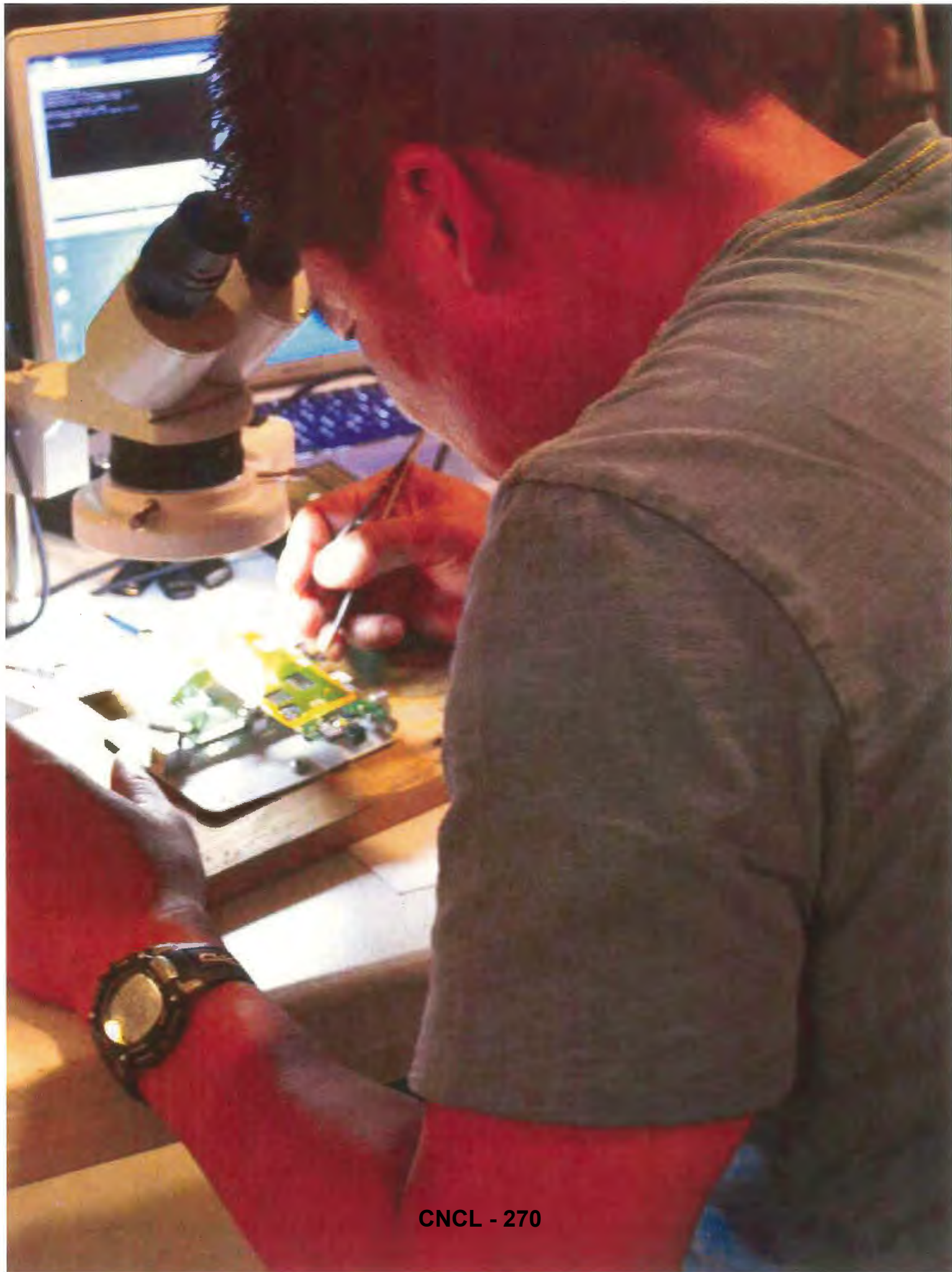
"Almost everyone uses a phone and that phone tells many stories," said Elder.

This training can be critical in many different types of investigations. Perry Kuhl, a JIBC instructor and detective with the Santa Barbara County Sheriff's Office, said the information could be used to find contact information of relatives of deceased individuals without any identification.

"Other times, it's the 20,000 text messages on a cellphone where 500 of those texts are proof of trafficking; proof that the one time you saw them dealing is not an isolated incident; the proof that may eventually lead to [a suspect's] incarceration," said Kuhl.

JIBC is the only institution in Western Canada where officers and new recruits can learn about the latest developments in everything from cybercrime to forensic analysis. It's essential training; it's leading edge; it's here at JIBC.





CNCL - 270

GREAT INSTRUCTORS



TOM LEWIS: GOING THE DISTANCE IN EMERGENCY MANAGEMENT TRAINING

Tom Lewis' energy is undeniable. His enthusiasm, intensity, and passion for excellence have made him an internationally respected mentor in the field of Emergency Management. In 2013, he was recognized as JIBC's Instructor of the Year.

Tom retired in 2006 as Surrey's Deputy Fire Chief and City Emergency Coordinator. But his retirement didn't last long. Less than 100 hours after leaving Surrey's fire department, he co-facilitated his first course at JIBC.

Since then, he has facilitated emergency management courses in B.C., across Canada, and around the world. He's taught everyone from oil executives and First Nations leaders, to key stakeholders preparing for the Vancouver 2010 Winter Olympic and Paralympic Games, and the G8/G20 summits in Ontario.

Jerome Rodriguez, Program Manager of Incident Command and Emergency Training at JIBC said, "He possesses an innate ability to bring the training to life."



JENNIFER KEYES: BRINGING THE LAW TO LIFE FOR PROSPECTIVE POLICE RECRUITS

Vancouver Police Department Sergeant Jennifer Keyes brings a passion and energy to Canadian Criminal Law. A lawyer by training, she was initially in private practice and then a Federal Crown Prosecutor for the Public Prosecution Service of Canada before she switched professions and joined the VPD in 1999.

Currently VPD's Liaison with Ecomm-911, Sgt. Keyes also serves as a director of the Vancouver Police Union and an assessor for police applicants, in addition to being a JIBC instructor.

Students invariably stay engaged in her course through her stories, which highlight the key role police officers have in the legal system, and the essential skills officers need.

Whether it's through stories, questions, or debates on a current issue, Sgt. Keyes helps students glimpse the legal nuances they will have to deal with as the next generation of police officers.



ROD GILBERT: TRAINING THE NEXT GENERATION OF PARAMEDICS

If you train at JIBC to become a paramedic, you'll benefit from Rod Gilbert's reputation and decades of experience.

Rod teaches in the Primary Care Paramedic (PCP) Program and has also taught the Emergency Medical Responder (EMR) Course. Both courses are extremely demanding, not just for the student, but also for the instructor.

"In order to teach effectively, you have to know a great deal of information about many subjects," he notes.

That's where Rod's experience becomes invaluable. He has been a paramedic for more than 25 years, spending much of his career as a Medical Technician for the Canadian Armed Forces.

And he's still active in the profession. He works as a paramedic in the Arctic and serves as a health and safety officer for a company that specializes in remediation work.



JIBC IS HOME BASE FOR MANY OF THE MOST EXPERIENCED INSTRUCTORS IN PUBLIC SAFETY. THEY ARE ON THE FRONTLINES OF THEIR PROFESSION, TEACHING REAL-WORLD SCENARIOS AND TAKING A HANDS-ON APPROACH TO HELPING STUDENTS. MEET SIX OF THEM:



JOE SPINDOR: PREPARING FUTURE RECRUITS IN LAW ENFORCEMENT

Joe Spindor is overjoyed when he sees his students successfully launch their careers in security and law enforcement, especially if he's been a reference. A 28-year veteran of the New Westminster Police who retired as a Staff Sergeant in 2012, Joe has a broad range of experience in policing. He's done it all: from patrolling the streets and being a detective of major crimes, to spending 13 years as part of the city's emergency response team.

He has been teaching since 1990, and has instructed a number of courses in the Law Enforcement Studies Diploma (LESD) program since 2009. He is an active reference for his students, helping prospective recruits prepare for various security and police-related career opportunities.

"I believe this program has a definite hands-on benefit for young people to develop into law enforcement officers. I feel it's my responsibility to do everything I can to assist them in their goal."



BRIAN HUTCHINSON: GAINING A GLOBAL PERSPECTIVE IN PUBLIC SAFETY

Brian Hutchinson can prepare you to make a difference as a public safety professional. He's a Lieutenant in the Disaster and Emergency Planning Section of the Special Operations Division of Vancouver Fire & Rescue Services. Previously, he was involved with recruitment and outreach after serving 13 years as a frontline fire fighter.

Brian's area of expertise is in disaster and emergency management. At JIBC, he teaches in a number of programs. He's also been able to share lessons from his personal and professional focus on international development. He has spent several years working with developing nations to enhance their capacity and capabilities to serve and protect their communities from emergencies and catastrophes.

"Opportunities abound at JIBC for those who seek constant challenge and professional development," he said. "The saying that success is a combination of preparation and opportunity rings true. I have been able to share this experience with many others."



BRUCE RAMSAY: HELPING FRONT-LINE RESPONDERS DEAL WITH TRAUMATIC STRESS

If you want to know how to handle the stresses that come with responding to an emergency or challenging situation, you'll want to learn from Bruce Ramsay.

A retired Deputy Fire Chief from North Vancouver District Fire and Rescue Services, Bruce is one of the most experienced instructors in North America on the subject of how public safety professionals respond to traumatic stress.

He has helped first responders involved in some of the most challenging emergencies, including those dealing with the 1995 Oklahoma City bombing, and people providing 9-1-1 on-scene support at Ground Zero on September 11.

At JIBC, he teaches a number of Critical Incident Stress Management (CISM) courses.

Laura Glover, Program Manager of the Community Safety Program at JIBC said, "He has been a wonderful resource to students, JIBC, the CISM field and trauma survivors internationally for many years."



Be the one

on the front line
who takes criminals off the streets
who upholds the law

If you have what it takes to be a police officer, JIBC has what it takes to get you ready.

The Institute is home to the province's **Police Academy** where recruits from municipal police agencies in B.C. receive their mandatory training. It's also where law enforcement professionals in B.C. come to further hone their skills and enhance their careers, whether they are B.C. officers with the Royal Canadian Mounted Police (RCMP) or a member of one of B.C.'s municipal police departments.

With its team of highly experienced officers and instructors, JIBC is the place where law enforcement personnel learn the latest skills to execute their complex, challenging and sometimes dangerous

role in serving and protecting the public. To help prospective recruits stand out against the competition, JIBC offers two specialized programs for people looking to forge a career in law enforcement.

The **Law Enforcement Studies Diploma (LESD)** is a two-year program that gives you the theoretical background, applied skills and specialized knowledge required to become a superior candidate in a range of investigation and law enforcement occupations.

As part of the LESD program, students earn common law enforcement certifications including Incident Command 100 certification, Canadian Firearms Safety Course certification and Basic Security Training (BST) certification.

JIBC also offers the **Bachelor of Law Enforcement Studies (BLES)** degree, which provides students with the in-depth knowledge and expanded skills for an exciting career in a wide range of law enforcement, public safety, regulatory and compliance professions. As part of the degree program, students develop their leadership skills, along with critical thinking and ethical decision-making skills. They also gain in-depth knowledge of the Canadian criminal justice system, as well as experience with intelligence analysis and forensic evidence investigation.

JIBC.ca/lesd
JIBC.ca/bles



WATERFORD EXCHANGE

JIBC GRADUATES GET A GLOBAL PERSPECTIVE IN POLICING

For James Copping and Diana Hon, completing the Law Enforcement Studies Diploma (LESD) didn't just give them an advantage in their pursuit of a career in law enforcement. It broadened their perspective of the world and policing. The two students spent September to December of 2013 in Ireland at the Waterford Institute of Technology (WIT). They were the second set of participants in an international exchange program, which is an annual opportunity for LESD students.

JIBC partnered with WIT because of its prominent Criminal Justice Studies program and its robust exchange program, according to LESD Program Coordinator Steve McCartney. A leading post-secondary institution in south-east Ireland, WIT offers a wide range of programs including a BA in Criminal Justice Studies. McCartney said there are invaluable benefits that come from an international education exchange opportunity. "The experience helps young people expand their horizons and gain independence," he said. "They come home with a greater level of confidence that enhances their academic learning and helps

them in their career planning." For Diana, the opportunity to spend a semester in Europe was "like no other."

"I could write for days about the different things I have learned from this adventure, such as self-discoveries, building friendships, and expanding my independence, just to name a few. This opportunity allowed me to finish the LESD program with a 'bang' and I cannot express enough gratitude for the people who have made this possible."

For James, the experience in Ireland broadened his knowledge of the world and gave him an appreciation of the various types of policing in different communities. "It wasn't just the classes that gave me knowledge about policing. We met with a constable over there, Mary, and she gave us a tour of the station. I was getting the insights about policing from friends I met. I learned a lot about what it was like over there."

The trip also helped him discover his interest in becoming a probation officer after taking a probation course at WIT. "I like the rehabilitation aspect of it. Knowing how

important rehabilitation is, and knowing that I'm more of a person that likes that aspect was beneficial for me in choosing a direction in my law enforcement career."

Kevin Sanford, Program Director, Office of International Affairs, said participation in an international exchange helps increase a student's employability and their ability to integrate successfully into the justice or public safety sector.

"We're building partnerships with educational institutions so more of our students can gain this type of international exposure, whether it's for a few weeks or an entire semester," he said.

For both James and Diana, the program was an invaluable opportunity to grow. "For the lucky students to be selected in the future for this opportunity, I would advise them to prepare to discover and build yourself, whether it's building confidence to travel along through the semester, learning to budget, or discovering your social skills," said Diana. "You discover things about yourself when you travel alone, right from boarding the plane."

JIBC.ca/lesd



Be the one

handling traumas
stabilizing vitals
saving lives

The JIBC Health Sciences Division is at the forefront of changes in health sciences education and training. By providing experiential learning in the latest techniques to paramedics, physicians, nurses and allied health professionals, the Division is helping to build a comprehensive system of care.

Today, paramedics can be found in settings beyond the traditional ambulance environment – they assist physicians and nurses in emergency rooms, support patients with in-home care, work in industry

and provide public health education in the community. Their extensive knowledge and clinical background has enabled many paramedics to move on to medical schools, nursing programs and other health fields.

Our **Primary Care Paramedic** and **Advanced Care Paramedic** programs are the only paramedic programs in British Columbia that are accredited by the Canadian Medical Association and certified by the International Standards Association.

First Responder training is for anyone who is the first to respond to an emergency. Examples include fire fighters, police, safety and security personnel at sporting events, staff in recreation facilities, and staff in special care facilities.

Our programs are offered in regions throughout B.C. including New Westminster, Chilliwack, Kelowna, Victoria, Kamloops, Port McNeill and Port Alberni.

JIBC.ca/sohs



PARAMEDIC ACADEMY

RICK MERCER: PARAMEDIC FOR A DAY

Rick Mercer aptly describes the mission of paramedics. "They are solid and dependable, and yet you do not want to meet them in the line of duty," he said while at the JIBC's Kelowna campus to film an episode of the Rick Mercer Report. "They are the highly trained and seldom-thanked professionals who are the first ones on the scene of any accident. No, I'm not talking lawyers, but paramedics."

JIBC is home to B.C.'s Paramedic Academy, the most prominent provider of first responder and paramedicine training in the province. The Academy's paramedic programs are the only ones in B.C. that are accredited by the Canadian Medical Association and certified by the International Standards Association.

While Rick Mercer had fun with the stethoscopes, laughing gas and the ambulance lights and sirens, JIBC is serious about its vital role training paramedics.

Whether you are interested in a career as a paramedic, or looking for a unique starting point in a career in health services, JIBC is the place to learn from the most trusted professionals in the industry.

Watch the video of Rick Mercer at the JIBC Paramedic Academy on the JIBC youtube channel: [youtube.com/justiceinstitute](https://www.youtube.com/justiceinstitute). Look under "JIBC favourites".

[JIBC.ca/paramedic](https://www.jibc.ca/paramedic)





Be the one

who fights fires
who saves lives
who protects communities

If you are passionate about helping others and want to be on the front lines in protecting property and rescuing people in a fire, accident or disaster, JIBC is the place to start your journey.

The Fire & Safety Division (FSD) at JIBC is where fire and rescue personnel from fire departments all over B.C. come to get their training and education. It's also where fire departments from around the world turn to for an internationally recognized training program for fire fighting recruits.

JIBC offers a comprehensive range of programs that include basic to advanced fire fighting training, specialized fire officer training, and certificate, diploma and degree programs.

Many of these courses and programs are nationally and/or internationally accredited, giving future fire fighters the opportunity to work in many jurisdictions outside of B.C.

As emergency response becomes increasingly complex, JIBC applies the latest research and techniques in its training

programs at its main New Westminster campus and its campus in Maple Ridge, which is designed specifically for hands-on fire fighting training.

Whether it's finding new ways to decontaminate a site of hazardous materials, dealing with a train derailment fire, or rescuing someone from a ship, airplane or building, JIBC is B.C.'s centre of excellence in fire and rescue training.

JIBC.ca/fire



ONE WORLD SCHOLARSHIP

JIBC FIRE FIGHTING GRADUATES IN CENTRAL AMERICA

Since 2010, a select group of graduates of JIBC's **Career Fire Fighter Pre-Employment Certificate** program have had the unique opportunity to support fire fighting training in Central America.

The graduates' participation has been made possible through funding from the Irving K. Barber One World International Scholarship provided in partnership with the Victoria Foundation, and with additional financial support from JIBC and The JIBC Foundation. The latest deployments of JIBC graduates have been with the Fire Rescue International Training Association (FRITA), a Canadian organization of experienced fire fighting professionals from across the country dedicated to providing training-based international aid.

"The One World program and our partnership with FRITA creates a rare opportunity for JIBC graduates to support fellow fire fighters working in challenging environments," said Charlene Jordan-Jones, Deputy Director of the Fire & Safety Division at JIBC.

For the graduates who received the 2014 One World scholarship, the deployment to Panama was the chance to apply what they learned, make a difference, and learn more about themselves and others in the profession overseas.

Ryan Millen said, "Volunteering is a big part of my life and passing on the knowledge I received from the program to the Panamanian 'bomberos' [fire fighters] is one of the best opportunities I can think of."

For JIBC graduate Millan Lavalley, 23, from Delta, the deployment was his first opportunity to apply his training. He was part of the team that provided hands-on training to Panamanian recruits who were studying to receive a basic fire fighting certificate from JIBC. While there, he and another JIBC grad, Olivier Hovasse, participated in an emergency call to a motor vehicle accident.

"We successfully removed the driver from the crushed vehicle in a short amount of time. He was in quite bad condition as we got him into the ambulance."

"This was a very hard call to respond to," Millan said. "Yet, I am very proud of the job we did to help give [that] young man the best chance of survival. [This event] was a sobering reminder of what the job of a fire fighter can entail. I developed a new, profound belief of why I am doing this."

JIBC.ca/fire





Be the one

honouring the past
safeguarding a community
securing a people's future

JIBC is a leading-edge provider of leadership skills development and training for people working within Aboriginal communities and organizations. Developed with input from a variety of Aboriginal resources, JIBC has programs and courses designed to help learners become managers and leaders in their fields.

The **Aboriginal Leadership Certificate** is a one-year, 30-credit program designed for current and emerging leaders and managers who aspire to make a difference in their community. The program is designed to maximize personal and professional growth, with a curriculum that highlights leadership, dispute resolution, Aboriginal justice, community safety, and human services. The program emphasizes the importance of understanding the diversity of Aboriginal cultures and contemporary issues and

provides a detailed overview of the legal, legislative, and socio-economic framework for Aboriginal peoples in Canada.

The **Gladue Decision and Report Writing** course is designed for people working within Aboriginal communities and the justice system to meet the legislative requirements of Criminal Code sentencing provisions for offenders. As it relates to the Regina v. Gladue and Regina v. Ipeelee decisions. This highly participatory course provides learners with effective and practical tools required in writing the Gladue Report, as well as opportunities to enhance research, writing and presentation skills.

JIBC also provides opportunities to bring JIBC programming in to the community through our **Customized Training Solutions**. Courses can include a customized curriculum, and can

be delivered on a flexible schedule. We work extensively with Aboriginal communities to design, develop and deliver solutions tailored to meet their needs.

At its main campus, JIBC's **Elders-in-Residence Program**; provides our Aboriginal students, staff and faculty with a personal connection to culture. Elders from local Aboriginal communities share their knowledge and experience on campus cultural activities including drum making, talking circles, carving, storytelling, crafts, traditional drumming, and singing.

JIBC.ca/aboriginal



ABORIGINAL LEADERSHIP

JIBC PARTNERSHIP HELPS ABORIGINAL WOMEN TAKE ON LEADERSHIP ROLES

In northern B.C., there was a gap in educational opportunities for Aboriginal learners. Many programs for people of Aboriginal descent focused on developing skills and experience for careers in the trades. There were few programs available for aboriginal women wishing to take leadership positions.

Annita McPhee, President of the Tahltan Central Council, said, "With six active resource development projects under way on Tahltan territory, the need for skilled employees to fill senior administrative and management positions has never been higher. These projects are creating unprecedented opportunities for Tahltan women to move into fulfilling careers at home."

Recognizing a need in the community, JIBC partnered with government and First Nations communities to help Aboriginal women in the north to advance beyond administrative roles into positions of leadership.

Cheryl Matthew, Associate Director of Indigenization at JIBC, said, "We have been working to establish mutually beneficial and respectful partnerships with First Nations people across the province to provide culturally relevant education that leads to capacity building for communities."

In September 2013, JIBC began offering an **Associate Certificate in Aboriginal Leadership** in the small community of Dease Lake, B.C. The one-time, 15-credit program provided a part of the full program for the **Aboriginal Leadership Certificate** and provided Aboriginal women in the community a stepping stone to further their post-secondary education.

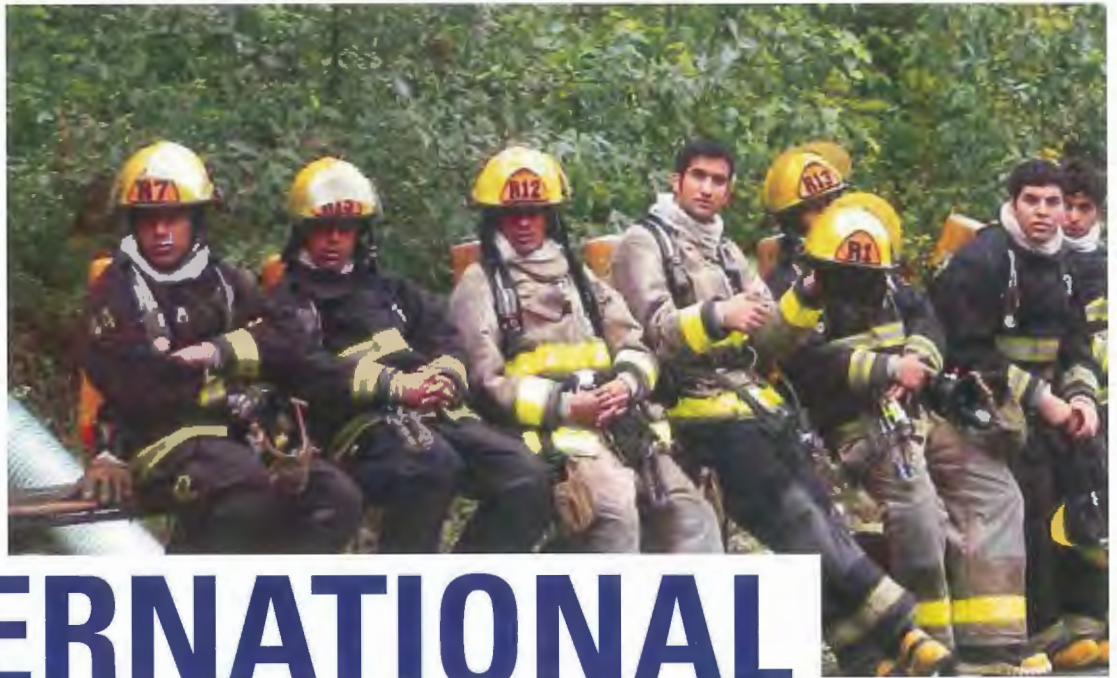
JIBC worked with the Tahltan Central Council, Tahltan Health & Social Services, the Tahltan Band, Tahltan Nation

Development Corporation, the Iskut First Nations, and the First Nations Technology Council to deliver the program. Funding was provided by the Canada-BC Labour Market Agreement and the Ministry of Advanced Education.

McPhee said, "The Tahltan Central Council is pleased to have developed a relationship with JIBC to deliver a program that will support Tahltan women."

JIBC.ca/aboriginal





INTERNATIONAL STUDIES

JIBC: INTERNATIONAL DESTINATION FOR PUBLIC SAFETY EDUCATION

Each year, students from around the world come to JIBC to complete their academic education and professional training.

By coming to JIBC, international students receive an accredited education in a wide range of public safety fields. Many of those programs are internationally recognized, allowing our graduates to work in many parts of the world. JIBC's intensive training programs for international students can lead to a

range of credentials from certificates and diplomas to bachelors and graduate degrees in areas of study that include:

- Fire & Safety
- Law Enforcement
- Emergency Medicine and Paramedicine
- Emergency Preparedness and Management
- Services for Victims of Crime
- Conflict Resolution
- Community Safety

JIBC's Office of International Affairs provides support for international students at every stage of their education, from application to graduation.

For advice on how to apply to JIBC as an international student, contact the Office of International Affairs at international@jibc.ca, or visit the JIBC website at jibc.ca/international.

The following organizations and agencies provide additional information for international students about completing academic studies in B.C.:

Study in BC is an online resource provided by the British Columbia Council for International Education with support from the Province of British Columbia. www.studyinbc.com

British Columbia Education Quality Assurance is a program of the Province of British Columbia that identifies B.C. post-secondary institutions that have met or exceeded quality assurance standards set by the provincial government. www.bceqa.ca





Be the one

who leads effectively
who listens and counsels
who seeks common ground

LEADERSHIP AND CONFLICT RESOLUTION

Are you looking to grow as a leader or to learn how to avoid and resolve conflict?

In countless agencies, organizations and companies, you'll meet confident, committed people who turned to JIBC to help them develop their capacity to lead, negotiate and facilitate.

In rapidly changing and complex times, leaders in all sectors need to equip themselves with new skills and training to successfully manage their teams and organizations, and plan for the future. JIBC is highly respected for providing some of the most comprehensive programs and courses in Canada in leadership and conflict resolution. The **Associate Certificate in Leadership & Conflict Resolution** is a great option to gain skills

that you can apply immediately in your workplace and in your community.

You'll discover your aptitudes as a team leader, and explore current leadership themes. You'll acquire skills for facilitation and for resolving interpersonal conflict. And you're sure to gain self-awareness, confidence and fresh perspectives.

COUNSELLING

If you have a passion to counsel people in vulnerable situations, JIBC has the programs to provide the skills to realize your goal.

We educate practitioners who require the essential skills to protect, support and empower children, youth, adults, families and communities. Our diverse programs give staff skills to assist individuals in coping with the consequences of crime and trauma and the knowledge and tools

to enforce community bylaws. We provide practical and relevant training that is designed for executive directors, managers, practitioners, frontline staff and supervisors in counselling and community safety roles.

JIBC offers more than half a dozen different programs for counsellors and therapists that assist individuals and families coping with a wide range of challenges. Among them is the **Graduate Certificate in Complex Trauma and Child Sexual Abuse Intervention**, which draws on the most current research on effective complex trauma intervention.

JIBC.ca/scsj

APPLY AND REGISTER



APPLICATION PROCESS

JIBC offers several paths to career success, each with its own set of requirements for entrance. Not all programs or courses require applications; for some courses and programs, you can register directly through the Registration Office or online.

Each program follows a different application process. You can find out how to apply by referring to the web page of your program of interest.

For international students, there are additional application and registration requirements.
Contact international@jibc.ca or 604.528.5636 for registration information.



WAYS TO REGISTER

ONLINE

If you are a Canadian citizen or permanent resident you can register online by finding a course with the Program and Course search, selecting the class you would like to register for, adding it to your Cart, and following the instructions. Note that not all courses and programs are available for online registration. If a course can't be added to your Cart, please contact Registration at register@jibc.ca. You can pay online using Visa or MasterCard.

BY PHONE, MAIL, FAX OR IN PERSON

We accept Visa, MasterCard, Amex, cheques, and money orders in the mail. Please make cheques payable to Justice Institute of British Columbia. Complete the Course Registration Form and send with payment to:

Registration Office
Justice Institute of British Columbia
715 McBride Boulevard
New Westminster, B.C. V3L 5T4
or fax to 604.528.5653
or phone 604.528.5590 (Greater Vancouver area)
or 1.877.528.5591 (Toll Free - North America only)

Monday - Friday, 8:00 a.m. - 4:30 p.m.



JIBC FINANCIAL AID & AWARDS OFFICE

Located within the Student Services Centre, the office is here to assist you whether you are a prospective or current JIBC student.

We provide one-to-one advising on student financial matters including information about available bursaries, awards and scholarships. We also educate students on external awards and government financial aid – loans and grants. To schedule an appointment please email financialaid@jibc.ca.

STUDENT SERVICES

JIBC believes that supportive and effective student services are fundamental to helping you achieve your educational goals and career aspirations. Whether you are applying for a program or you are already enrolled, JIBC Student Services staff members are ready to help you with educational and career planning.

Recognizing the complex demands on students, JIBC's goal is to assist in planning students' academic paths, and to ensure these paths fit their learning and career goals.

Student Advising Services:
studentcounselling@jibc.ca 604.528.5884 or 1.877.275.4331

SERVICES FOR STUDENTS WITH DISABILITIES

JIBC is committed to providing a safe, inclusive and accessible environment for students with disabilities.

Disability Services works with faculty and staff to remove structural and attitudinal barriers in order to ensure that students with disabilities have access to resources and opportunities, allowing them to pursue educational goals with dignity, independence and full participation within the JIBC community.
disability@jibc.ca 604.528.5884 or 1.877.275.4331

LIBRARY

The JIBC Library offers research assistance and access to a unique and specialized collection of books, journals and online sources, all focused on the programs offered here. The Library catalogue and other online resources may be searched while on a JIBC campus or over the web from other locations.

JIBC librarians are available to help locate information on subjects taught at JIBC and to assist students with a variety of academic and research skills, such as locating the most current journal articles or citing sources correctly. Computers available for student use in the Library all have Microsoft Office and Internet access, and a wireless network covers the entire building. Laptops and iPads are available to certificate, diploma or degree program students for short-term loan.

ABORIGINAL STUDENT SERVICES

Aboriginal applicants are invited to speak with JIBC Aboriginal staff about programs and courses, available funding for Aboriginal students, the application process or other features of JIBC that may be of interest.

Services include:

- Career planning
- Access to funding, scholarships and bursaries
- Delivering training in local communities

Aboriginal Student Services:
Student Advisor/Recruiter: aboriginal@jibc.ca 604.528.5621



SCHOOL OF HEALTH, COMMUNITY & SOCIAL JUSTICE

	DESCRIPTION	REQUIREMENTS
Aboriginal Leadership Certificate Centre for Aboriginal Programs	This certificate is designed for leaders and managers to develop skill sets, knowledge and attitudes required to work successfully and effectively as leaders in various Aboriginal contexts.	<ul style="list-style-type: none"> • Grade 12 or equivalent • English 12 with a C+ minimum or equivalent • Basic computer skills (Word, Excel, Outlook)
Aboriginal Leadership Diploma Centre for Aboriginal Programs	The comprehensive curriculum is designed to maximize your personal and professional growth, while providing a positive impact on your community. It represents an amalgamation of the critical, interlinked competency areas of leadership in Aboriginal justice, community safety and human services.	<ul style="list-style-type: none"> • Grade 12 Diploma or Equivalent • English 12 with a C+ minimum or equivalent • Basic computer skills • Successful completion of the Aboriginal Leadership Certificate Courses
Associate Certificate in Conflict Coaching Centre for Conflict Resolution	You will learn the foundations of collaborative conflict resolution before focusing on the foundations of the coaching approach. Broaden your learning on the themes of anger and emotion before deepening your approach to conflict coaching when the stakes and emotions are high. Your learning will culminate in a written and practical assessment of your learning, skills and abilities.	<ul style="list-style-type: none"> • The courses and certificate are open to anyone. There are no formal requirements for admission.
Associate Certificate in Leadership & Conflict Resolution Centre for Conflict Resolution and Centre for Leadership	You will learn the foundations of collaborative conflict resolution, with a focus on personal awareness, before focusing on the foundations of the coaching approach. You will discover your skills and aptitudes as a leader and explore the current themes and skills associated with leadership today.	<ul style="list-style-type: none"> • The courses and certificate are open to anyone. There are no formal requirements for admission.
Associate Certificate in Workplace Conflict Centre for Conflict Resolution	Learn how to recognize, understand and resolve conflict more effectively, and build more productive relationships with clients and colleagues. You will first learn the foundations of collaborative conflict resolution with a focus on self awareness in conflict. You will then apply this understanding and knowledge in a problem solving/ negotiation setting.	<ul style="list-style-type: none"> • The courses and certificate are open to anyone. There are no formal requirements for admission.
Certificate in Conflict Resolution: Specialization in Mediation/ Third-Party Intervention Centre for Conflict Resolution	If you are considering a career as a private-practice mediator, the training hours gained in this specialization can be applied towards admission to the BC Mediator Roster. They can also be applied towards certification by practitioner organizations and participation in the Court Mediation Practicum Program.	<ul style="list-style-type: none"> • The courses and certificate are open to anyone. There are no formal requirements for admission.
Certificate in Conflict Resolution: Specialization in Negotiation Centre for Conflict Resolution	This certificate specialization provides an excellent opportunity to explore the broad field of conflict resolution, with an emphasis on negotiation skills. You will first learn the foundations of collaborative conflict resolution with a focus on self awareness in conflict. You will then apply this understanding and knowledge in a problem solving/ negotiation setting that involves looking for mutually satisfactory solutions.	<ul style="list-style-type: none"> • The courses and certificate are open to anyone. There are no formal requirements for admission.
Family Mediation Certificate Centre for Conflict Resolution	This certificate specialization provides an excellent opportunity to hone conflict resolution skills and abilities while deepening your knowledge of family dynamics and related legislation. You will learn the foundations of collaborative conflict resolution with a focus on self awareness in conflict. You will then apply this understanding and knowledge in a setting that involves facilitating families and family members through a conflict resolution process.	<ul style="list-style-type: none"> • The courses and certificate are open to anyone. There are no formal requirements for admission.
Expressive Play Therapy Certificate Centre for Counselling & Community Safety	This 14-day (7 credit) program is designed for frontline practitioners including counsellors, therapists, clinical social workers, and other practitioners currently working in the field with children, youth, adults, families and communities, who wish to enhance their skills and knowledge in expressive play and sandplay therapeutic interventions.	<ul style="list-style-type: none"> • The course content is appropriate for those learners with a minimum of a Bachelors degree or equivalent work/ study experience, seeking to enhance their knowledge and develop new skills.
Graduate Certificate in Complex Trauma & Child Sexual Abuse Intervention Centre for Counselling & Community Safety	The program takes an integrative approach to the assessment and treatment of complex trauma and child sexual abuse, drawing on the most current clinical and evidence-based material on effective complex trauma intervention, as well as the most recent research on attachment, neurobiology, memory and dissociation. This 30-day (15 credit) program is situated within an understanding of culturally relevant practice and how multiple identities, social locations and historical contexts inform theory and practice.	<ul style="list-style-type: none"> • Applicants without a Bachelors degree with the equivalent combination of three to five years of education, training and work experience in a related discipline such as psychology, social work and/or counselling, working with child, youth and/or adult survivors of trauma will also be considered.
Substance Use Certificate Centre for Counselling & Community Safety	Courses in this area are grounded in a harm-reduction approach. Sessions are led by experienced professionals with a focus on understanding substance use within a bio-psycho-social-spiritual framework; the application of current research and knowledge about interventions; and the exploration of social justice issues such as race, class, gender, poverty, and violence.	<ul style="list-style-type: none"> • Submit a completed application form, along with your resume and a work letter of reference.

DESCRIPTION

REQUIREMENTS

Bylaw Compliance, Enforcement & Investigative Skills

Centre for Counselling & Community Safety

The Bylaw Compliance, Enforcement and Investigative Skills Certificate Program is designed to develop the skills, knowledge and abilities required to work successfully in bylaw enforcement in British Columbia.

- Grade 12 or equivalent
- English 12 with a C+ minimum or equivalent
- Basic computer skills (Word, Excel, Outlook)

Critical Incident Stress Management

Centre for Counselling & Community Safety

This 14-day (7 credit) program is designed for frontline and management staff that support and assist individuals in coping with the immediate consequences of crime and trauma. The Critical Incident Stress Management Certificate is designed to train you to effectively manage critical incidents and protect the emotional health and safety of those involved in a traumatic event.

- The courses and certificate are open to anyone. There are no formal requirements for admission.

Certificate in Advanced Facilitation and Consultation

Centre for Leadership and Centre for Conflict Resolution

This 22-day/11-credit credential will combine practices in leadership, conflict resolution and instructional development. Learn to enhance your facilitation skills designed for group and/or multi-stakeholder consultations. Develop your aptitude to design a facilitation process that is inclusive, collaborative and outcome-focused.

- The courses and certificate are open to anyone. There are no formal requirements for admission.

Certificate in Applied Leadership

Centre for Leadership

This 20 day/10 credit certificate will help you develop the confidence, capacity and competence to effectively lead and manage in increasingly complex and dynamic environments.

- The courses and certificate are open to anyone. There are no formal requirements for admission.

Instructor Development Certificate

Centre for Leadership

This certificate will benefit trainers or instructors in community, government, corporate or education settings, or individuals who oversee training programs. It's designed for both mid-career professionals who are new to adult education and experienced trainers looking to strengthen their skills and knowledge of adult education theory and practice.

- The courses and certificate are open to anyone. There are no formal requirements for admission.

First Responder

Paramedic Academy – Health Sciences Division

Participants will acquire the life-saving skills and knowledge to perform patient care to the public until the arrival of the ambulance. Examples include fire departments, police, safety and security personnel at sporting events, staff in recreation facilities, and staff in special care facilities to name a few.

- For First Responder Provider training students must be 18 years of age. For First Responder instructor/ Evaluator training the prerequisite is First Responder licensure for a minimum of one year.

Emergency Medical Responder

Paramedic Academy – Health Sciences Division

The course focuses on developing the skills needed to respond to trauma and medical emergencies. Training also includes the fundamentals of anatomy, physiology, pathophysiology, pharmacology and medical terminology.

- There are no formal prerequisites for the EMR100 Course. Previous education or experience in pre-hospital health-care or first-aid is an advantage due to the complex nature of the EMR curriculum.

Primary Care Paramedic

Paramedic Academy – Health Sciences Division

The Primary Care Paramedic (PCP) program will equip you with a solid foundation to prepare you for employment opportunities to practice as a paramedic in a wide variety of paramedical environments. Pursue this stimulating career, equipped with the necessary skills and knowledge, and gain the confidence and aptitude to work in this dynamic and gratifying profession.

- Admission to the Primary Care Paramedic Program is contingent on availability of seats, completion of all admission criteria, and applicant ranking as determined by a process of selective admission evaluation. For a full list of admission requirements please visit www.jibc.ca/pcp

Diploma in Health Sciences (EMS)

Paramedic Academy – Health Sciences Division

This program is the first academic credential in the School of Health Sciences. It builds upon the Primary Care Paramedic certificate and offers a foundation of liberal studies and health sciences that will ensure graduates are prepared to lead Emergency Medical Services (EMS) into the future.

- Applicants to the Diploma program will be assessed through a preferential admissions process comprised of evaluation of their academic background (including previous completion of some program courses), work experience and volunteer experience. For a full list of admission requirements please visit www.jibc.ca/emsdiploa

Advanced Care Paramedic

Paramedic Academy – Health Sciences Division

The Advanced Care Paramedic (ACP) Advanced Diploma program responds to the continuing growth and evolution of today's healthcare needs. The ACP Program trains students to think critically, solve problems, and function as leaders while providing the highest possible standards of patient care.

- Admission to the Advanced Care Paramedic Program is contingent on availability of seats, completion of admission criteria, and applicant ranking as determined by a process of selective admission evaluation. For a full list of admission requirements please visit www.jibc.ca/acp

Advanced Specialty Certificate in Community Care Licensing

Centre for Continuing Professional Health Education - Division of Health Sciences

The Advanced Specialty Certificate in Community Care Licensing is for current and future Community Care Licensing Officers (CCLOs). It covers all the knowledge and competencies that CCLOs need to do their jobs.

- As this is an advanced specialty certificate, applicants are typically required to have completed a bachelor's degree prior to admission. Alternatively, applicants who have completed a recognized diploma program and have significant work experience in a related field will also be eligible for admission. For a full list of admission requirements please visit www.jibc.ca/cclo

SCHOOL OF PUBLIC SAFETY

	DESCRIPTION	REQUIREMENTS
Bachelor of Emergency & Security Management Emergency Management Division	The Bachelor of Emergency and Security Management Studies is a 120-credit, broadly based, multi-disciplinary program designed specifically to meet the safety, security, and emergency management challenges of today and tomorrow. It provides students with the basic conceptual approaches and methodologies of safety, security, and emergency management as they apply to business and community environments. Graduates have the theoretical, methodological, and technical competencies required for a career in security and emergency management.	<ul style="list-style-type: none"> • Grade 12 or equivalent • English 12 with a C+ minimum or equivalent • Mathematics 11 with a C minimum (or equivalent)
Diploma in Emergency & Security Management Emergency Management Division	The Diploma in Emergency and Security Management is a 60-credit multi-disciplinary program designed specifically to meet the security and emergency management challenges of today and tomorrow. It provides students with the basic conceptual approaches and methodologies of security and emergency management as they apply to business and community environments. Graduates have the theoretical, methodological, and technical competencies required for a career in security and emergency management.	<ul style="list-style-type: none"> • Grade 12 or equivalent • English 12 with a C+ minimum or equivalent • Mathematics 11 with a C minimum (or equivalent)
Emergency Management Certificate Emergency Management Division	This hands-on certificate features applied learning and real-life scenarios delivered by experienced career practitioners. You will be well prepared with the knowledge, skills and abilities to pursue a career in emergency management – or take your current career in public safety to the next level.	<ul style="list-style-type: none"> • Minimum grade 12 graduation or equivalent, or at the discretion of the program manager. An official high school transcript must be submitted with your application.
Emergency Management Exercise Design Certificate Emergency Management Division	This online certificate features applied learning and real-life scenarios delivered by experienced career practitioners. This means you will be well prepared with the knowledge, skills and abilities to lead your organization's exercise design programs – and take your career in public safety to the next level.	<ul style="list-style-type: none"> • Minimum grade 12 graduation or equivalent, or at the discretion of the program manager. An official high school transcript must be submitted with your application.
Bachelor of Public Safety Administration Fire & Safety Division	The Bachelor of Public Safety Administration (BPSA) degree offers inter-professional education to develop strong managers and supervisors in public safety. Learners in the program acquire the theoretical, methodological, and practical competencies needed for career advancement in today's inter-disciplinary public safety fields. Students can take the degree, which includes both face-to-face and online learning, part time or full time.	<ul style="list-style-type: none"> • Successful completion of a JIBC diploma or advanced diploma program or successful completion of an accredited diploma or associate degree in a related field from any recognized post secondary institution. For a full list of admission requirements please visit www.jibc.ca/bpsa
Fire & Safety Studies Diploma Fire & Safety Division	This Fire & Safety Studies Diploma will assist you achieve your goals while supporting the goal of community safety. This diploma provides skills for both frontline and organizational leadership. The first 30 credits of this 60 credit program can be completed with either of the certificates below.	<ul style="list-style-type: none"> • English 12 with a minimum grade of a "C" • Math 11 with a minimum grade of a "C" • Certificate from an accredited (ProBoard and/or IFSAC) institution for NFPA 1001 Fire Fighter I and II Professional Qualifications is required if using Fire Officer Certificate for Year 1.
Fire Officer Certificate Fire & Safety Division	This 30-credit Fire Officer Certificate program covers the four levels of the NFPA 1021 and focuses on these specific competencies. This practical and interactive program is accredited by both IFSAC and ProBoard.	<ul style="list-style-type: none"> • Certificate from an accredited (ProBoard and/or IFSAC) institution for NFPA 1001 Fire Fighter I and II Professional Qualifications.
Fire Prevention Officer Certificate Fire & Safety Division	This 30-credit Fire Prevention Officer Certificate program is the only program of its kind in Canada and is accredited by both IFSAC and ProBoard. This flexible program is designed for adult learners who want to pursue this certification at their own pace.	<ul style="list-style-type: none"> • The Fire Prevention Officer Certificate Program is open to students who are employed by a Fire Department, Law Enforcement Agency, Insurance or Investigation Company.
Career Fire Fighter Pre-Employment Certificate Fire & Safety Division	This Pre-Employment program provides all the training and skills required to apply for a position as a Career Fire Fighter. Graduates of this 12-week program will receive certifications to the NFPA 1001 Standard Fire Fighter I & II.	<ul style="list-style-type: none"> • The Admission/Screening process for the Career Fire Fighter Pre-employment Certificate Program takes place • Throughout the year. Each application will be screened for entry into the available upcoming programs. For a full list of admission requirements please visit www.jibc.ca/careerfire

SCHOOL OF CRIMINAL JUSTICE & SECURITY

DESCRIPTION

Bachelor of Law Enforcement Studies

Justice & Public Safety Division

The Bachelor of Law Enforcement Studies (BLES) provides expanded opportunities in the study of law enforcement and public safety and will position you to be sought-after candidates in a highly competitive recruiting process. Our training will prepare you for success by developing your leadership skills, and enhancing your inter-personal communications, critical thinking and ethical decision making.

Law Enforcement Studies Diploma

Justice & Public Safety Division

The Law Enforcement Studies Diploma Program will provide you with the theoretical background, applied skills and specialized knowledge required to become a superior candidate in a recruiting process and to increase your chances of success at the entry-level employment stage in a range of investigation and law enforcement occupations.

Graduate Certificate in Intelligence Analysis

Justice & Public Safety Division

The program is designed to provide specialized theoretical foundation and applied skills to function successfully as an analyst. This is accomplished through a rigorous curriculum that includes a core of three courses, which exposes students to the fundamental and advanced concepts and analytic techniques.

Graduate Certificate in Tactical Criminal Analysis

Justice & Public Safety Division

The graduate certificate in Tactical Criminal Analysis is a 15 credit program (five 3-credit courses delivered online) which will provide an advanced level theoretical and applied framework for the study of criminal intelligence and analysis, and its application in a wide variety of law enforcement contexts.

REQUIREMENTS

- Students who have completed a diploma in a related field or are currently enrolled in JIBC's two-year Law Enforcement Studies Diploma (LESd) can begin in the third year of the Bachelor of Law Enforcement Studies. For a full list of admission requirements please visit www.jibc.ca/bles
- An in-person interview and assessment to determine suitability may be required. Related work experience and/or study will enhance your application. For a full list of admission requirements please visit www.jibc.ca/lesd
- Proof of completion of bachelor degree OR a minimum of two years of post secondary education plus a minimum of five years of progressive and specialized experience in working with the analysis of data and information. For a full list of admission requirements please visit www.jibc.ca/intelligenceanalysis
- Proof of completion of bachelor degree OR a minimum of two years of post secondary education plus a minimum of five years of progressive and specialized experience in working with the analysis of data and information. For a full list of admission requirements please visit www.jibc.ca/tacticalanalysis



THE JIBC FOUNDATION: SUPPORTING SAFE, SECURE AND HEALTHY COMMUNITIES

The JIBC Foundation recently celebrated a milestone – 20 years supporting Justice Institute of British Columbia. The Foundation plays a pivotal role in maintaining the Institute's worldwide reputation for excellence, innovation and leadership in public and community safety education. By inspiring giving through various activities – including an Awards Gala – the Foundation raises funds for student support, applied research, equipment, technology and other tools for learning. Thanks to the generosity of donors, the Foundation raised almost \$2 million in 2012-2013; of that \$900,000 was directed toward student scholarships, bursaries and awards.

Elisabeth Tatchen, Career Fire Fighter Pre-Employment Certificate student and recipient of the Jocelyn Roberts Memorial Award. "The award is greatly appreciated at this time as it will help me pay off debts that I incurred during my studies, and will allow me to pay for future expenses associated with pursuing a full-time fire fighting career. I'm aware that Jocelyn Roberts was the first female captain in the Richmond fire department. I will be forever grateful to her, and to other trailblazing women like her, who have made it possible for me to achieve my dream."



ONGOING PROFESSIONAL DEVELOPMENT

CONTINUING YOUR PUBLIC SAFETY EDUCATION AT JIBC

If you've been recruited to be a police officer, sheriff or correctional officer, you'll receive your mandatory training at JIBC. The Institute is home to B.C.'s Police Academy, which is responsible for training all municipal police recruits in the province. The Academy also offers online courses for experienced police officers. Candidates must first be employed by one of B.C.'s police departments in order to be eligible for enrolment.

In partnership with the Corrections Branch of the BC Ministry of Justice, JIBC also trains all Adult Correctional Officers in B.C., who supervise sentenced and remanded adult offenders in correctional centres throughout the province. JIBC also develops and delivers training for BC Sheriff Services. Through the Institute's Threat Management Centre of Excellence, JIBC offers specialized training, both online and face to face, in high-security trial management, protective intelligence, and risk and threat assessment for individuals and facilities.

But even after you've completed your basic training and you've become a vital public safety professional, your educational journey at JIBC is far from over. In fact, your training at JIBC will continue throughout your career.

Using instructors who are active in their respective fields, JIBC designs, develops and delivers courses that fulfill continuing

professional development requirements for a wide range of public safety careers including law enforcement, fire fighting and paramedicine.

If you're a police officer, you'll have the opportunity to learn new investigative skills through a number of certificate programs. If you're a fire fighter, you can learn the latest methods in dealing with hazardous materials or specific fire fighting scenarios. If you're tasked with preparing your organization's emergency management plan, you can learn the latest in business continuity plans or creating effective drills and exercises.

These are just some of the examples of continuing education that professionals gain at JIBC. As Canada's leading public safety educator, JIBC continues to expand and update its program and course offerings to meet the evolving needs of public safety professionals in B.C. and around the world.

After more than three decades in professional development training, JIBC has become a trusted provider and developer of public safety continuing education. Check out **JIBC.CA** to see all that we have to offer.



JUSTICE INSTITUTE

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Justice Institute of British Columbia (JIBC) is recognized nationally and internationally for innovative education in public and community safety. We educate the people whose work supports safe and healthy places to live, work and play.

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5470 Dieppe Street
Chilliwack, BC V2R 5Y8

TEL **604.847.0881**

Maple Ridge Campus
13500 – 256th Street
Maple Ridge, BC V4R 1C9

TEL **604.462.1000**

Okanagan Campus
825 Walrod Street
Kelowna, BC V1Y 2S4

TEL **250.469.6020**

Pitt Meadows Campus
18799 Airport Way
Pitt Meadows, BC V3Y 2B4

TEL **604.528.5891**

Victoria Campus
810 Fort Street
Victoria, BC V8W 1H8

TEL **250.405.3500**



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Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9272

The Council of the City of Richmond enacts as follows:

1. The Consolidated Fees Bylaw No. 8636, as amended, is further amended by deleting, in their entirety, the schedules attached to Bylaw No. 8636, as amended, and substituting the schedules attached to and forming part of this Bylaw.
2. This Bylaw comes into force and effect on January 1, 2016.
3. This Bylaw is cited as **"Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9272"**.

FIRST READING

OCT 13 2015

SECOND READING

OCT 13 2015

THIRD READING

OCT 13 2015

ADOPTED

CITY OF RICHMOND
APPROVED for content by originating dept. <i>[Signature]</i>
APPROVED for legality by Solicitor <i>LB</i>

MAYOR

CORPORATE OFFICER

SCHEDULE – ANIMAL CONTROL REGULATION

Animal Control Regulation Bylaw No. 7932

Cat Breeding Permit Fee

Section 2.2

Description	Fee
Cat breeding permit for three years	\$39.50

Animal Control Regulation Bylaw No. 7932

Impoundment Fees

Section 8

Description	Fee
1st time in any calendar year	
Neutered male or spayed female dog	\$45.75
Non-neutered male or unspayed female dog	\$137.00
Dangerous Dog*	\$564.00
2nd time in any calendar year	
Neutered male or spayed female dog	\$90.25
Non-neutered male or unspayed female dog	\$284.00
Dangerous Dog*	\$1,124.00
3rd time and subsequent times in any calendar year	
Neutered male or spayed female dog	\$284.00
Non-neutered male or unspayed female dog	\$564.00
Dangerous dog*	\$1,124.00
Bird	\$6.50
Domestic farm animal	\$67.75
<i>Impoundment fee also subject to transportation costs</i>	
Other animal	\$34.25
<i>Impoundment fee also subject to transportation costs</i>	

**Subject always to the power set out in Section 8.3.12 of Animal Control Regulation Bylaw No. 7932 to apply for an order that a dog be destroyed.*

Note: In addition to the fees payable above (if applicable), a licence fee will be charged where a dog is not currently licenced.

Animal Control Regulation Bylaw No. 7932**Maintenance Fees****Section 8**

Description	Fee
Dog	\$14.00
Cat	\$14.00
Bird	\$3.50
Domestic farm animal	\$34.25
Other animal	\$11.50

Note: For all of the Animal Control Regulation Maintenance Fees, a charge is issued for each day or portion of the day per animal.

SCHEDULE – ARCHIVES AND RECORDS**Archives and Records****Image Reproduction Fees**

Description	Fee	Units
<u>Records</u>		
Photocopying and printing of files/bylaw (First 4 pages free)	\$0.35	per b+w page
<i>per page</i>	\$0.50	per colour page
Microfilm printing	\$0.35	
<i>per page</i>		
<u>Photograph Reproductions</u>		
Scanned image (each)	\$17.75	
CD	\$6.50	
5" x 7"	\$14.00	
8" x 10"	\$17.75	
11" x 14"	\$26.25	
16" x 20"	\$36.50	
20" x 24"	\$45.75	

Archives**Tax Searches Fees**

Description	Fee
<u>Tax Searches and Printing of Tax Records</u>	
Searches ranging from 1 to 5 years	\$29.00
Each year greater than 5 years	\$6.50

Archives and Records**Preliminary Site Investigation**

Description	Fee
Active Records Check Survey (per civic address searched)	\$227.00

Archives**Mail Orders**

Description	Fee
Mail orders	\$6.50

Archives**Research Service Fee**

Description	Fee	Unit
Commercial Research Service Fee	\$45.00	per hour

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

SCHEDULE – BILLING AND RECEIVABLES

Billing and Receivables

Receivables Fees

Description	Fee
Administrative charges for receivable projects undertaken for arm's length third parties	(20% of actual cost)
Non-Sufficient Fund (NSF) charges	\$33.75

SCHEDULE – BOARD OF VARIANCE

Board of Variance Bylaw No. 9259

Application Fees

Section 3.1.2(c), 3.2.3

Description	Fee
Application for order under section 901 of <i>Local Government Act</i> [Variance or exemption to relieve hardship]	\$650.00
Application for order under section 901.1 of <i>Local Government Act</i> [Exemption to relieve hardship from early termination of land use contract]	\$650.00
Application for order under section 902 of <i>Local Government Act</i> [Extent of damage preventing reconstruction as non-conforming use]	\$650.00
Fee for notice of new hearing due to adjournment by applicant	\$150.00

SCHEDULE – BOULEVARD AND ROADWAY PROTECTION AND REGULATION

Boulevard and Roadway Protection and Regulation Bylaw No. 6366

Inspection Charges

Section 11

Description	Fee
Additions & Accessory Buildings Single or Two Family Dwellings over 10 m2 in size; In-ground Swimming Pools & Demolitions	\$171.00
Move-Offs; Single or Two Family Dwelling Construction	\$171.00
Combined Demolition & Single or Two Family Dwelling Construction	\$171.00
Commercial; Industrial; Multi-Family; Institutional; Government Construction	\$227.00
Combined Demolition & Commercial; Industrial; Multi-family; Institutional or Government Construction	\$227.00
Each additional inspection as required	\$85.00

SCHEDULE – BUILDING REGULATION

Building Regulation Bylaw No. 7230

Plan Processing Fees

Section 5.13

Description	Fee
For a new one family dwelling	\$620.00
For other than a new one family dwelling (a) <i>or (b) 50% to the nearest dollar of the estimated building permit fee specified in the applicable Building Permit Fees in Subsection 5.13.6 and other Building Types to a maximum of \$10,000.00</i> <i>-whichever is greater of (a) or (b)</i>	\$71.00
For a sewage holding tank	\$143.00

Building Regulation Bylaw No. 7230

Building Permit Fees for those buildings referred to in Subsection 5.13.6

Sections 5.2, 5.5, 5.6, 7.2

Description	Fee
Nil to \$1,000.00 (minimum fee)	\$71.00
Exceeding \$1,000.00 up to \$100,000.00	\$71.00
<i>*per \$1,000.00 of construction value or fraction of construction exceeding \$1,000.00</i> *Plus	\$11.00
Exceeding \$100,000.00 to \$300,000.00	\$1,160.00
<i>**per \$1,000.00 of construction value or fraction of construction exceeding \$100,000.00</i> **Plus	\$10.50
Exceeding \$300,000.00	\$3,260.00
<i>***per \$1,000.00 of construction value or fraction of construction exceeding \$300,000.00</i> ***Plus	\$8.50

Note: The building permit fee is doubled where construction commenced before the building inspector issued a building permit.

Building Regulation Bylaw No. 7230**Building Permit Fees for all Other Building Types**

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

Description	Fee
Nil to \$1,000.00 (minimum fee)	\$71.00
Exceeding \$1,000.00 up to \$100,000.00	\$71.00
<i>*per \$1,000.00 of construction value or fraction of construction exceeding \$1,000.00</i>	<i>*Plus \$11.25</i>
Exceeding \$100,000.00 up to \$300,000.00	\$1,184.75
<i>**per \$1,000.00 of construction value or fraction of construction exceeding \$100,000.00</i>	<i>**Plus \$10.75</i>
Exceeding \$300,000.00	\$3,334.75
<i>***per \$1,000.00 of construction value or fraction of construction exceeding \$300,000.00</i>	<i>***Plus \$8.75</i>

Note: The building permit fee is doubled where construction commenced before the building inspector issued a building permit.

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

- (a) one-family dwelling or two-family dwelling
- (b) garage, deck, porch, interior finishing or addition to a one-family dwelling or two-family dwelling is assessed by total floor area and deemed to be the following:

Description	Fee	Units
(i) new construction of first storey	\$1,190.00	per m2
(ii) new construction of second storey	\$1,096.00	per m2
(iii) garage	\$609.00	per m2
(iv) decks or porches	\$502.00	per m2
(v) interior finishing on existing buildings	\$562.00	per m2
(vi) additions	\$1,190.00	per m2

Building Regulation Bylaw No. 7230**Building Permit Fees for all Other Building Types (cont.)**

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

Description	Fee
Building Design Modification Fee	
Plan Review (per hour or portion thereof)	\$127.00
Building Permit Fee for Temporary Building for Occupancy	\$564.00
Re-inspection Fees	
(a) for the third inspection	\$85.00
(b) for the fourth inspection	\$116.00
(c) for the fifth inspection	\$227.00
<i>Note: The fee for each subsequent inspection after the fifth inspection will be double the cost of each immediately previous inspection</i>	
Special Inspection Fees:	
(a) during the City's normal business hours	\$127.00
(b) outside the City's normal business hours	\$496.00
<i>*for each hour or part thereof after the first four hours</i>	<i>*Plus \$127.00</i>
Building Permit Transfer or Assignment Fee (a) <i>or (b) a fee of 10% to the nearest dollar of the original building permit fee</i> <i>- whichever is greater of (a) or (b)</i>	\$71.00
Building Permit Extension Fee (a) <i>or (b) a fee of 10% to the nearest dollar of the original building permit fee</i> <i>- whichever is greater of (a) or (b)</i>	\$71.00
Building Move Inspection Fee:	
(a) within the City boundaries	\$127.00
(b) outside the City boundaries when travel is by City vehicle	\$127.00
<i>** per km travelled</i>	<i>**Plus \$2.50</i>

Note: Where the building inspector is required to use overnight accommodation, aircraft or ferry transportation in order to make a building move inspection, the actual costs of accommodation, meals and transportation are payable in addition to other applicable fees including salary cost greater than 1 hour.

Building Regulation Bylaw No. 7230**Building Permit Fees for all Other Building Types (cont.)**

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

Description	Fee
Provisional Occupancy Inspection Fee (per building permit inspection visit)	\$284.00
Provisional Occupancy Notice Extension Fee	\$451.00
Building Demolition Inspection Fee for each building over 50 m ² in floor area	\$444.00
Sewage Holding Tank Permit Fee	\$284.00
<u>Use of Equivalents Fees:</u>	
(a) each report containing a maximum of two separate equivalents	\$619.00
(b) for each equivalent greater than two contained in the same report	\$254.00
(c) for an amendment to an original report after the acceptance or rejection of the report	\$127.00
(d) for Air Space Parcels (treating buildings as one building)	\$2,210.00

Building Regulation Bylaw No. 7230**Gas Permit Fees**

Sections 5.2, 5.5, 5.6, 5.9, 5.11, 12.9, 12.10

Description	Fee	Units
Domestic Installation – one family dwelling (a)	\$71.00	per appliance
- <i>whichever is greater (a) or (b)</i> (b)	\$26.25	
Domestic/Commercial/Industrial Installations – two family dwellings , multiple unit residential buildings, including townhouse units)		
(a) appliance input up to 29 kW	\$71.00	
(b) appliance input exceeding 29 kW	\$116.00	
<u>Special Inspection Fees:</u>		
(a) during the City's normal business hours	\$127.00	
(b) outside the City's normal business hours	\$496.00	
<i>*for each hour or part thereof after the first four hours</i> *Plus	\$127.00	

Building Regulation Bylaw No. 7230**Gas Permit Fees (cont.)**

Sections 5.2, 5.5, 5.6, 5.9, 5.11, 12.9, 12.10

Description	Fee
<u>Re-Inspection Fee:</u>	
(a) for the third inspection	\$85.00
(b) for the fourth inspection	\$116.00
(c) for the fifth inspection	\$227.00
<i>Note: The fee for each subsequent inspection after the fifth inspection will be double the cost of each immediately previous inspection</i>	
For a vent and/or gas valve or furnace plenum (no appliance)	\$71.00
<u>Piping alteration – for existing appliances</u>	
First 30 metres of piping	\$71.00
Each additional 30 metres or part thereof	\$26.25
Gas permit transfer of assignment fee (a)	\$71.00
or (b) a fee of 10% to the nearest dollar of the original gas permit fee	
- whichever is greater of (a) or (b)	
Gas permit extension fee (a)	\$71.00
or (b) a fee of 10% to the nearest dollar of the original gas permit fee	
- whichever is greater of (a) or (b)	

Building Regulation Bylaw No. 7230**Plumbing Permit Fees**

Sections 5.2, 5.5, 5.6, 5.9, 5.11, 12.5, 12.7, 12.9, 12.10

Description	Fee	Units
<u>Plumbing</u>		
(a) installation of each plumbing fixture	\$26.25	
(b) minimum plumbing fee	\$71.00	
(c) connection of City water supply to any hydraulic equipment	\$71.00	
<u>Sprinkler & Standpipes</u>		
(a) installation of any sprinkler system	\$71.00	
*per additional head	*Plus \$3.00	
(b) installation of each hydrant, standpipe, hose station,	(c) \$71.00	
hose valve, or hose cabinet used for fire fighting	(d) \$26.25	per item
-whichever is greater of (c) or (d)		

Building Regulation Bylaw No. 7230**Plumbing Permit Fees (cont.)**

Sections 5.2, 5.5, 5.6, 5.9, 5.11, 12.5, 12.7, 12.9, 12.10

Description	Fee	Units
<u>Water Service</u>		
(a) for the first 30 metres of water supply service pipe to a building or structure	\$71.00	
(b) for each additional 30 metres of water supply service pipe to a building and structure	\$26.25	
<u>Sanitary & Storm Sewers: Building Drains & Water Distribution</u>		
(a) for the first 30 metres of a sanitary sewer, and/or storm sewer, and/or building drain, or part thereof	\$71.00	
(b) for each additional 30 metres of a sanitary sewer, and/or storm sewer, and/or building drain, or part thereof	\$26.25	
(c) for the first 30 metres of a rough-in installation for a water distribution system in a multiple unit non-residential building for future occupancy, or part thereof	\$71.00	
(d) for each additional 30 metres of a rough-in installation for a water distribution system in a multiple unit non-residential building for future occupancy, or part thereof	\$26.25	
(e) for the installation of any neutralizing tank, catch basin, sump, or manhole	(f) \$71.00 (g) \$26.25	per item
- whichever is greater of (f) or (g)		
<u>Special Inspections</u>		
(a) during the City's normal business hours	\$127.00	
(b) outside the City's normal business hours or each hour	\$496.00	
*for part thereof exceeding the first four hours	*Plus \$127.00	
<u>Design Modification Fees</u>		
Plan review	\$127.00	per hour
<i>Applicable to Plumbing, Sprinkler & Standpipes, Water Service, and Sanitary & Storm Sewers; Building Drains & Water Distributions</i>		

Building Regulation Bylaw No. 7230**Plumbing Permit Fees (cont.)**

Sections 5.2, 5.5, 5.6, 5.9, 5.11, 12.5, 12.7, 12.9, 12.10

Description	Fee
Plumbing Re-Inspection Fee	
(a) for the third inspection	\$85.00
(b) for the fourth inspection	\$116.00
(c) for the fifth inspection	\$227.00
<i>Note: The fee for each subsequent inspection after the fifth inspection will be double the cost of each immediately previous inspection</i>	
Plumbing Permit Transfer or Assignment Fee (a) or (b) a fee of 10% to the nearest dollar of the original plumbing permit fee - whichever is greater of (a) or (b)	\$71.00
Plumbing Permit Extension Fee (a) or (b) a fee of 10% to the nearest dollar of the original plumbing permit fee - whichever is greater of (a) or (b)	\$71.00
Provisional Plumbing Compliance Inspection Fee (per permit visit)	\$143.00
Provisional Plumbing Compliance Notice Extension Fee	\$227.00
Potable Water Backflow Preventer Test Report Decal	\$23.00

SCHEDULE – BUSINESS LICENCE

Business Licence Bylaw No. 7360

Assembly Use Group 1

Group 1 – Business Licence Fee assessed by total floor area <i>Except Food Caterers which are assessed a fee in accordance with Group 3</i>		
Square Metres (m²)	(Square Feet) (ft²)	Fee
0.0 to 93.0	(0 to 1000)	\$164.00
93.1 to 232.5	(1001 to 2500)	\$249.00
232.6 to 465.0	(2501 to 5000)	\$430.00
465.1 to 930.0	(5001 to 10000)	\$685.00
930.1 to 1860.1	(10001 to 20000)	\$1,214.00
1860.2 to 2790.1	(20001 to 30000)	\$1,738.00
2790.2 to 3720.2	(30001 to 40000)	\$2,267.00
3720.3 to 4650.2	(40001 to 50000)	\$2,789.00
4650.3 to 5580.3	(50001 to 60000)	\$3,317.00
5580.4 and over	(60001 and over)	\$3,760.00
Food Primary Liquor Licence Fee		\$342.00
Mobile Vendors (Food) Fee (per vehicle)		\$79.75

Business Licence Bylaw No. 7360

Assembly Use Group 2

Group 2 – Business Licence Fee assessed by Number of Seats	
Seats	Fee
0 to 30	\$518.00
31 to 60	\$1,030.00
61 to 90	\$1,545.00
91 to 120	\$2,061.00
121 to 150	\$2,571.00
151 to 180	\$3,085.00
181 to 210	\$3,596.00
211 and over	\$3,760.00

Business Licence Bylaw No. 7360
Assembly Use Group 3

Group 3 – Business Licence Fee assessed by Number of Employees (including owners)*	
Employees	Fee
0 to 5	\$133.00
6 to 10	\$222.00
11 to 15	\$319.00
16 to 25	\$474.00
26 to 50	\$685.00
51 to 100	\$990.00
101 to 200	\$1,396.00
201 to 500	\$2,014.00
501 to 1000	\$3,043.00
1001 and over	\$3,760.00

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

Business Licence Bylaw No. 7360
Residential Use

Residential Use – Business Licence Fee assessed by Number of Rental Units	
Units	Fee
0 to 5	\$158.00
6 to 10	\$244.00
11 to 25	\$416.00
26 to 50	\$675.00
51 to 100	\$1,189.00
101 to 200	\$1,701.00
201 to 300	\$2,215.00
301 to 400	\$2,724.00
401 to 500	\$3,232.00
501 and over	\$3,760.00

Business Licence Bylaw No. 7360
Service Use

Service Use – Business Licence Fee assessed by Number of Employees (including owners)*	
Employees	Fee
0 to 5	\$133.00
6 to 10	\$228.00
11 to 15	\$333.00
16 to 25	\$489.00
26 to 50	\$700.00
51 to 100	\$1,017.00
101 to 200	\$1,427.00
201 to 500	\$2,066.00
501 to 1000	\$3,110.00
1001 and over	\$3,760.00

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

Business Licence Bylaw No. 7360
Mercantile Use

Mercantile Use – Business Licence Fee assessed by total floor area		
Square Metres (m²)	(Square Feet) (ft²)	Fee
0.0 to 93.0	(0 to 1000)	\$133.00
93.1 to 232.5	(1001 to 2500)	\$210.00
232.6 to 465.0	(2501 to 5000)	\$385.00
465.1 to 930.0	(5001 to 10000)	\$648.00
930.1 to 1860.1	(10001 to 20000)	\$1,172.00
1860.2 to 2790.1	(20001 to 30000)	\$1,702.00
2790.2 to 3720.2	(30001 to 40000)	\$2,223.00
3720.3 to 4650.2	(40001 to 50000)	\$2,746.00
4650.3 to 5580.3	(50001 to 60000)	\$3,272.00
5580.4 and over	(60001 and over)	\$3,760.00

Business Licence Bylaw No. 7360
Industrial/Manufacturing Use

Industrial/Manufacturing Use – Business Licence Fee assessed by Number of Employees (including owners)*	
Employees	Fee
0 to 5	\$158.00
6 to 10	\$261.00
11 to 15	\$365.00
16 to 25	\$518.00
26 to 50	\$727.00
51 to 100	\$1,030.00
101 to 200	\$1,442.00
201 to 500	\$2,054.00
501 to 1000	\$3,079.00
1001 and over	\$3,760.00

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

Business Licence Bylaw No. 7360
Vehicle for Hire Businesses

Description	Fee
<u>Vehicle for Hire Business Fee</u>	
Each Vehicle for Hire applicant must pay (1) and (2)*:	
(1) Vehicle for Hire office fee	\$133.00
(2) Per vehicle licence fee*	
<i>based on the number of vehicles</i>	
CLASS "A" Taxicab	\$123.00
CLASS "B" Limousine	\$79.75
CLASS "C" Sightseeing Taxicab	\$123.00
CLASS "D" Airport Taxicab	\$123.00
CLASS "E" Private Bus	\$123.00
CLASS "T" Charter Minibus	\$123.00
CLASS "J" Rental Vehicle	
Group 1	\$15.50
Group 2	\$79.75
CLASS "K" Driver Training Vehicle	\$59.50
CLASS "M" Tow-Truck	\$123.00
CLASS "N" Taxicab for Persons with Disabilities	\$123.00
CLASS "P" Pedicab	\$123.00

Business Licence Bylaw No. 7360
Vehicle for Hire Businesses (cont.)

Description	Fee
<i>*Notwithstanding the per-vehicle licence fees stipulated in Section 2, the maximum licence fee for any Vehicle for Hire business</i>	\$3,760.00
Transferring a Vehicle for Hire Licence within any calendar year	\$46.00
Replacing a Vehicle for Hire Licence plate or decal	\$13.50

Business Licence Bylaw No. 7360
Vending Machine Uses

Description	Fee
<u>Vending Machine Business Licence Fee</u>	
Group 1 (per machine)	\$29.75
Group 2 (per machine)	\$41.50
Group 3 (per machine)	\$9.25
Banking Machine licence fee (per machine)	\$128.00
Amusement Machine licence fee (per machine)	\$29.75

Business Licence Bylaw No. 7360
Adult Orientated Uses

Description	Fee
Adult entertainment establishment licence	\$3,760.00
Casino	\$5,949.00
<u>Body-painting studio</u>	
Studio licence	\$3,760.00
Each body-painting employee	\$133.00
<u>Body-rub studio</u>	
Studio licence	\$3,760.00
Each body-rub employee	\$133.00
<u>Escort Service</u>	
Escort service licence	\$3,760.00
Each escort employee	\$133.00

Business Licence Bylaw No. 7360
Farmer's Market

Description	Fee
Farmer's market licence	\$133.00

Business Licence Bylaw No. 7360
Licence Transfers, Changes and Reprints

Description	Fee
Requests for comfort letters (includes GST) per address/business	\$59.25
Transferring a licence from one person to another, or for issuing a new licence because of a change in information on the face of such licence, except a change between licence categories or subcategories	\$46.00
Changing the category or subcategory of a licence (a) <i>or (b) the difference between the existing licence fee and the fee for the proposed category or subcategory - whichever is greater of (a) or (b)</i>	\$46.00
Licence reprint	\$11.25

Business Licence Bylaw No. 7360
Off-Leash Permits

Description	Fee
Annual permit	\$113.00

SCHEDULE – COMMUNITY BYLAWS DOCUMENTATION FEES

Community Bylaws Documentation Fees

Description	Fee
Requests for Comfort Letters (+ GST) per civic address & per unit	\$56.00

SCHEDULE – DEVELOPMENT APPLICATION FEES

Zoning Amendments

Section	Application Type	Base Fee	Incremental Fee
Section 1.2.1 (a)	Zoning Bylaw Text Amendment	\$1,742.00	Not Applicable
Section 1.2.1 (b)	Zoning Bylaw Designation Amendment for Single Detached (RS)	\$2,214.00	Not Applicable
	No lot size policy applicable Requiring a new or amended lot size policy *plus all associated public notification costs	\$2,766.00	Not Applicable
Section 1.2.1	Zoning Bylaw Designation Amendment for 'site specific zones'	\$3,318.00	For residential portion of development: - \$42.00 per dwelling unit for first 20 dwelling units and \$21.50 per dwelling unit for each subsequent dwelling unit
			For non-residential building area: - \$26.75 per 100 m ² of building area for the first 1,000 m ² and \$16.50 per 100 m ² thereafter
	Zoning Bylaw Designation Amendment for all other zoning districts	\$2,214.00	For residential portion of development: - \$21.50 per dwelling unit for first 20 dwelling units and \$11.25 per dwelling unit for each subsequent dwelling unit
			For non-residential building area: - \$16.50 per 100 m ² of building area for the first 1,000 m ² and \$6.25 per 100 m ² thereafter
Section 1.2.3	Additional Public Hearing for Zoning Bylaws Text or Designation Amendments	\$834.00	\$834.00 for each subsequent Public Hearing required
Section 1.2.5	Expedited Timetable for Zoning Designation Amendment (Fast Track Rezoning)	\$1,110.00	Not Applicable

Official Community Plan Amendments

Section	Description	Base Fee	Incremental Fee
Section 1.3.1	Official Community Plan Amendment without an associated Zoning Bylaw Amendment	\$3,318.00	Not Applicable
Section 1.3.2	Additional Public Hearing for Official Community Plan Amendment <i>for second public hearing</i>	\$834.00	\$834.00 for each subsequent Public Hearing required

Development Permits

Section	Description	Base Fee	Incremental Fee
Section 1.4.1	Development Permit for other than a Development Permit referred to in Sections 1.4.2 and 1.4.3 of the Development Application Fees No. 8951	\$1,662.00	\$552.00 for the first 464.5 m ² of gross floor area plus: - \$113.00 for each additional 92.9 m ² or portion of 92.9 m ² of gross floor area up to 9,290 m ² , plus - \$22.00 for each additional 92.9 m ² or portion of 92.9 m ² of gross floor area over 9,290 m ²
Section 1.4.2	Development Permit for Coach House or Granny Flat	\$1,062.00	Not Applicable
Section 1.4.3	Development Permit, which includes property: (a) designated as an Environmentally Sensitive Area (ESA); or (b) located within, or adjacent to the Agricultural Land Reserve (ALR)	\$1,662.00	Not Applicable
Section 1.4.4	General Compliance Ruling for an issued Development Permit	\$559.00	Not Applicable
Section 1.4.5	Expedited Timetable for a Development Permit (Fast Track Development Permit)	\$1,110.00	Not Applicable

Development Variance Permits

Section	Description	Base Fee	Incremental Fee
Section 1.5.1	Development Variance Permit	\$1,662.00	Not Applicable

Temporary Use Permits

Section	Description	Base Fee	Incremental Fee
Section 1.6.1	Temporary Use Permit	\$2,214.00	Not Applicable
	Temporary Use Permit Renewal	\$1,110.00	Not Applicable

Land Use Contract Amendments

Section	Description	Base Fee	Incremental Fee
Section 1.7.1	Land Use Contract Amendment	\$1,062.00	Not Applicable

Liquor-Related Permits

Section	Description	Base Fee	Incremental Fee
Section 1.8.2	Licence to serve liquor under the Liquor Control and Licensing Act and Regulations;	\$559.00	Not Applicable
(a)	or change to existing license to serve liquor		
Section 1.8.5	Temporary changes to existing liquor licence	\$294.00	Not Applicable
(b)			

Subdivision and Consolidation of Property

Section	Description	Base Fee	Incremental Fee
Section 1.9.1	Subdivision of property that does not include an air space subdivision or the consolidation of property	\$834.00	\$113.00 for the second and each additional parcel
Section 1.9.2	Extension or amendment to a preliminary approval of subdivision letter	\$283.00	\$283.00 for each additional extension or amendment
Section 1.9.3	Road closure or road exchange	\$834.00	(In addition to the application fee for the subdivision)
Section 1.9.4	Air Space Subdivision	\$6,501.00	\$159.00 for each air space parcel created
Section 1.9.5	Consolidation of property without a subdivision application	\$113.00	Not Applicable

Strata Title Conversion of Existing Building

Section	Description	Base Fee	Incremental Fee
Section 1.10.1 (a)	Strata Title Conversion of existing two-family dwelling	\$2,214.00	Not Applicable
Section 1.10.1 (b)	Strata Title Conversion of existing multi-family dwelling, commercial buildings and industrial buildings	\$3,318.00	Not Applicable

Phased Strata Title Subdivisions

Section	Description	Base Fee	Incremental Fee
Section 1.11.1	Phased Strata Title	\$559.00 for first phase	\$559.00 for each additional phase

Servicing Agreements and Latecomer Fees

Section	Description	Base Fee	Incremental Fee
Section 1.12.1	Servicing Agreement	Processing fee of \$1,110.00	Subject to Section 1.12.2 of Development Application Fees Bylaw No.8951, an inspection fee of 4% of the approved off-site works and services
Section 1.12.3	Latecomer Agreement	\$5,307.00	Not Applicable

Civic Address Changes

Section	Description	Base Fee	Incremental Fee
Section 1.13.1	Civic Address change associated with the subdivision or consolidation of property	\$283.00	Not Applicable
	Civic Address change associated with a new building constructed on a corner lot	\$283.00	Not Applicable
	Civic Address change due to personal preference	\$1,110.00	Not Applicable

Telecommunication Antenna Consultation and Siting Protocol

Section	Description	Base Fee	Incremental Fee
Section 1.14.1	Telecommunication Antenna Consultation and Siting	\$2,214.00	Not Applicable

Heritage Applications

Section	Description	Base Fee	Incremental Fee
Section 1.15.1 (a)	<u>Heritage Alteration Permit</u> No Development Permit or Rezoning application With Development Permit or Rezoning application	\$241.00 (20% of the total applicable development permit or rezoning fee, whichever is greater)	Not Applicable Not Applicable
Section 1.15.1 (b)	<u>Heritage Revitalization Agreement</u> No Development Permit or Rezoning application With Development Permit or Rezoning application	\$241.00 (20% of the total applicable development permit or rezoning fee, whichever is greater)	Not Applicable Not Applicable

Administrative Fees
Section 1.16

Section	Description	Base Fee	Incremental Fee
Section 1.16.1	Change in property ownership or authorized agent	\$283.00	Not Applicable
Section 1.16.2	Change in mailing address of owner, applicant or authorized agent	\$53.25	Not Applicable
Section 1.16.3	Submission of new information that results in any of the following changes: (a) increase in proposed density; or (b) addition or deletion of any property associated with the application	\$283.00	Not Applicable
Section 1.16.4	Approving Officer legal plan signing or re-signing fee	\$59.00 per legal plan	Not Applicable
Section 1.16.5	Site Profile submission	\$59.00 per site profile	Not Applicable
Section 1.16.6	Amendment To or Discharge of Legal Agreement that does not require City Council approval	\$283.00 per legal agreement	Not Applicable
Section 1.16.7	Amendment To or Discharge of Legal Agreement that requires City Council approval	\$1,110.00 per legal agreement	Not Applicable
Section 1.16.8	Additional Landscape inspection because of failure to comply with City requirements	\$119.00 for second inspection	\$119.00 for each additional inspection required
Section 1.16.9	Preparation of Information Letter (Comfort Letter) for general land use	\$69.25 per property	Not Applicable
Section 1.16.10	Preparation of Information Letter (Comfort Letter) for building issues	\$69.25 per property	Not Applicable

SCHEDULE – DOG LICENCING

Dog Licencing Bylaw No. 7138

Sections 2.1, 2.3

Description	Fee
<u>Dog – Not neutered or spayed</u>	
Normal Fee	\$77.75
Prior to March 1 st of the year for which the application is made	\$55.75
<u>Dog – Neutered or spayed</u>	
Normal Fee	\$33.75
Prior to March 1 st of the year for which the application is made	\$22.50
<i>For seniors who are 65 years of age or older that have paid prior to March 1st of the year for which the application is made</i>	\$11.25
<u>Dangerous Dog – Not neutered or spayed</u>	
Normal Fee	\$278.00
Prior to March 1 st of the year for which the application is made	\$223.00
<u>Dangerous Dog – Neutered or spayed</u>	
Normal Fee	\$223.00
Prior to March 1 st of the year for which the application is made	\$168.00
<i>For seniors who are 65 years of age or older that have paid prior to March 1st of the year for which the application is made</i>	\$83.75
Replacement tag* <i>*Fee for a replacement tag for each dog tag lost or stolen; or for each dog licence to replace a valid dog licence from another jurisdiction</i>	\$6.25

SCHEDULE – EMPLOYMENT AND PAYROLL RECORDS

Description	Fee
Fee per request	\$100.00
Photocopying fees additional	\$0.35 per page \$0.70 per page (double sided)

Note: Employment and/or payroll record requests from Solicitors where such disclosure is authorized.

SCHEDULE – FILMING APPLICATION AND FEES

Filming Application and Fees Bylaw No. 8172

Administration Fees

Section 3

Description	Fee
Application for Filming Agreement	\$107.00
Film Production Business Licence	\$127.00
Street Use Fee (100 feet/day)	\$53.25

Filming Application and Fees Bylaw No. 8172

City Parks & Heritage Sites

Section 3

Description	Fee	Units
Major Park		
<i>Per day</i>	\$797.00	
<i>Per ½ day</i>	\$532.00	
Neighbourhood Park		
<i>Per day</i>	\$532.00	
<i>Per ½ day</i>	\$319.00	
<u>Britannia Shipyard</u>		
Filming	\$2,123.00	per day
Preparation & Wrap	\$1,062.00	per day
Per Holding Day	\$532.00	per day
City Employee		
<i>Per regular working hour</i>	\$37.50	
<i>Per hour after 8 hours</i>	\$56.00	
<u>Minoru Chapel</u>		
Filming		
<i>October through June</i>	\$2,654.00	per day
<i>July through September</i>	\$3,185.00	per day
Preparation & Wrap	\$1,062.00	per day
Per Holding Day	\$532.00	per day
City Employee		
<i>Per regular working hour</i>	\$37.50	
<i>Per hour after 8 hours</i>	\$56.00	

Filming Application and Fees Bylaw No. 8172**City Parks & Heritage Sites (cont.)****Section 3**

Description	Fee	Units
<u>Nature Park</u>		
Filming	\$1,062.00	per day
Preparation & Wrap	\$532.00	per day
City Employee		
<i>Per regular working hour</i>	\$21.50	
<i>Per hour after 8 hours</i>	\$32.25	
<u>Gateway Theatre</u>		
Filming	\$2,654.00	per day
Preparation & Wrap	\$1,062.00	per day
City Employee		
<i>Per regular working hour</i>	\$35.50	
<i>Per hour after 8 hours</i>	\$53.25	
<u>City Hall</u>		
Filming on regular business days	\$2,123.00	per day
Filming on weekends or statutory holidays	\$1,062.00	per day
Preparation & Wrap	\$1,062.00	per day
City Employee		
<i>Per regular working hour</i>	\$21.50	
<i>Per hour after 8 hours</i>	\$32.25	

Filming Application and Fees Bylaw No. 8172**Other Fees****Section 3**

Description	Fee	Units
<u>RCMP (4-hour minimum)</u>		
Per person	\$109.00	per hour
<u>Fire Rescue (4-hour minimum)</u>		
Fire Engine	\$137.00	per hour
Fire Captain	\$94.50	per hour
Firefighter (minimum 3 firefighters)	\$77.50	per hour, per person
Use of special effects	\$107.00	per day
Use of Fire Hydrant		
<i>First day</i>	\$208.00	
<i>Each additional day</i>	\$69.25	

SCHEDULE – FIRE PROTECTION AND LIFE SAFETY

Fire Protection and Life Safety Bylaw No. 8306

Fees & Cost Recovery

Description	Section	Fee	Units
Permit	4.1	\$23.00	
Permit Inspection, first hour	4.3	\$90.25	
Permit Inspection, subsequent hours or part thereof	4.3	\$56.75	
Attendance – open air burning without permit <i>first hour</i>	4.5.1	\$472.00	per vehicle
Attendance – open air burning without permit <i>subsequent half-hour or part thereof</i>	4.5.1	\$238.00	per vehicle
Attendance – open air burning in contravention of permit conditions <i>first hour or part thereof</i>	4.5.3	\$472.00	per vehicle
Attendance – open air burning in contravention of permit conditions <i>subsequent half-hour or part thereof</i>	4.5.3	\$238.00	per vehicle
Attendance – false alarm – by Fire-Rescue - standby fee – contact person not arriving within 30 minutes after alarm <i>per hour or portion of hour Fire Dept standing by</i>	6.1.4 (b)	\$472.00	per vehicle
Vacant premises – securing premises	9.7.4	Actual cost	
Vacant premises – Richmond Fire-Rescue response	9.7.5(a)	\$472.00	per vehicle
Vacant premises – additional personnel, consumables and damage to equipment	9.7.5(b)	Actual cost	
Vacant premises – demolition, clean-up, etc.	9.7.5(c)	Actual cost	
Damaged building – securing premises	9.8.1	Actual cost	
Display permit application fee, fireworks	9.14.6	\$116.00	
Work done to effect compliance with order in default of owner	14.1.6	Actual cost	
Fire Extinguisher Training	15.1.1	\$25.75	per person for profit groups
Fire Records (Research, Copying or Letter)	15.1.1	\$68.00	per address

Fire Protection and Life Safety Bylaw No. 8306
Fees & Cost Recovery (cont.)

Description	Section	Fee
Review – Fire Safety Plan any building	15.1.1 (b)	
Any building < 600 m ² area		\$116.00
Any building > 600 m ² area		\$171.00
High building, institutional		\$227.00
Revisions (per occurrence)		\$56.75
Inspection	15.2.1 (a)	
4 stories or less and less than 914 m ² per floor		\$227.00
4 stories or less and between 914 and 1524 m ² per floor		\$340.00
5 stories or more and between 914 and 1524 m ² per floor		\$564.00
5 stories or more and over 1524 m ² per floor		\$787.00
Inspection or follow-up to an order <i>first hour</i>	15.2.1 (b)	\$90.25
Re-inspection or follow-up to an order <i>subsequent hours or part of hour</i>	15.2.1 (b)	\$56.75
Nuisance investigation, response & abatement	15.4.1	Actual cost
Mitigation, clean-up, transport, disposal of dangerous goods	15.4.2	Actual cost
<u>Attendance – False alarm</u>		
No false alarm reduction program in place	15.5.1	\$340.00
False alarm reduction program in place and participation	15.5.5	No charge
Attendance – false alarm – by bylaw, police or health officers where the intentional or unintentional activation of a security alarm system causes the unnecessary response of an inspector	15.5.6	\$113.00
Caused by security alarm system	15.6.1	\$227.00
Monitoring agency not notified	15.7.1	\$227.00
Alternate solution report or application review	General	\$171.00

SCHEDULE – NEWSPAPER DISTRIBUTION REGULATION

Newspaper Distribution Regulation Bylaw No. 7954

Section	Application Type	Fee
Section 2.1.3	Each compartment within a multiple publication news rack (MPN) for paid or free newspaper	\$160.00, plus applicable taxes, per year
Section 2.1.3	Each newspaper distribution box for paid newspapers	\$79.75, plus applicable taxes, per year
Section 2.1.3	Each newspaper distribution box for free newspapers	\$107.00, plus applicable taxes, per year
Section 2.1.3	Each newspaper distribution agent for paid or free newspaper	\$266.00, plus applicable taxes, per year
Section 2.4.3	Storage fee for each newspaper distribution box	\$107.00, plus applicable taxes, per year

SCHEDULE – PLAYING FIELD USER FEES

Playing Field User Fees

Natural Turf Field Fees

Description	Fee	Units
<u>Sand Turf (With Lights)</u>		
Commercial (all ages)		
<i>Full size</i>	\$37.00	per hour
<i>Mini field</i>	\$18.75	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$30.00	per hour
<i>Mini field</i>	\$15.50	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$10.50	per hour
<i>Mini field</i>	\$5.50	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$22.25	per hour
<i>Mini field</i>	\$11.25	per hour
<u>Sand Turf (No Lights)</u>		
Commercial (all ages)		
<i>Full size</i>	\$26.75	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$21.50	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$7.75	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$16.50	per hour

Playing Field User Fees
Natural Turf Field Fees (cont.)

Description	Fee	Units
<u>Soil Turf (No Lights)</u>		
Commercial (all ages)		
<i>Full size</i>	\$9.25	per hour
<i>Mini field</i>	\$4.75	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$7.50	per hour
<i>Mini field</i>	\$4.00	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$3.00	per hour
<i>Mini field</i>	\$1.75	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$5.50	per hour
<i>Mini field</i>	\$3.00	per hour

**As per City of Richmond Policy 8701 groups must have a minimum of 60% Richmond residents to receive this rate. Groups may be asked to provide proof of residency.*

Playing Field User Fees
Artificial Turf Fees

Description	Fee	Units
Richmond Youth Groups*		
<i>Full size</i>	\$22.50	per hour
<i>Mini field</i>	\$11.25	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$37.75	per hour
<i>Mini field</i>	\$19.25	per hour
Commercial/Non-residents (all ages)		
<i>Full size</i>	\$55.50	per hour
<i>Mini field</i>	\$28.00	per hour

**As per City of Richmond Policy 8701 groups must have a minimum of 60% Richmond residents to receive this rate. Groups may be asked to provide proof of residency.*

Playing Field User Fees
Ball Diamonds

Description	Fee	Units
<u>Sand Turf (With Lights)</u>		
Commercial (all ages) <i>Full size</i>	\$23.75	per hour
Private or Non-resident (all ages) <i>Full size</i>	\$19.00	per hour
Richmond Youth Groups* <i>Full size</i>	\$6.75	per hour
Richmond Adult Groups* <i>Full size</i>	\$14.50	per hour
<u>Sand Turf (No Lights)</u>		
Commercial (all ages) <i>Full size</i>	\$21.50	per hour
Private or Non-resident (all ages) <i>Full size</i>	\$17.50	per hour
Richmond Youth Groups* <i>Full size</i>	\$6.25	per hour
Richmond Adult Groups* <i>Full size</i>	\$13.25	per hour
<u>Soil Turf (No Lights)</u>		
Commercial (all ages) <i>Full size</i>	\$6.50	per hour
Private or Non-resident (all ages) <i>Full size</i>	\$5.25	per hour
Richmond Youth Groups* <i>Full size</i>	\$2.25	per hour
Richmond Adult Groups* <i>Full size</i>	\$4.25	per hour
<u>Artificial Turf (With Lights)</u>		
Commercial (all ages) <i>Full size</i>	\$59.13	per hour
Private or Non-resident (all ages) <i>Full size</i>	\$59.13	per hour
Richmond Youth Groups* <i>Full size</i>	\$23.56	per hour
Richmond Adult Groups* <i>Full size</i>	\$40.40	per hour

**As per City of Richmond Policy 8701 groups must have a minimum of 60% Richmond residents to receive this rate. Groups may be asked to provide proof of residency.*

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

Description	Fee	Units
Training Fee – all ages Track and Field Club	\$773.00	per year
Richmond Youth Meets*	\$143.00	per meet
Richmond Adult Meets*	\$225.00	per meet
Private Group Track Meets or Special Events	\$563.00	per day
Private Group Track Meets or Special Events	\$47.50	per hour

**As per City of Richmond Policy 8701 groups must have a minimum of 60% Richmond residents to receive this rate. Groups may be asked to provide proof of residency.*

SCHEDULE – PROPERTY TAX CERTIFICATES FEES**Property Tax Certificate Fees**

Description	Fee
Requested in person at City Hall	\$40.00
Requested through BC Online	\$34.75

SCHEDULE – PROPERTY TAX BILLING INFORMATION

Description	Fee
Tax Apportionment – per child folio	\$34.25
Mortgage Company Tax Information Request – per folio	\$10.00
Additional Tax and/or Utility Bill reprints – per folio/account	\$5.50

SCHEDULE – PUBLICATION FEES

Publication Fees

Description	Fee
<u>Computer Sections Maps, 24" x 24"</u>	
Individual	\$6.00
CD	\$82.75
Custom Mapping (per hour)	\$66.5
Design Specifications (contents only)	\$104.00
Drafting Standards	\$104.00
<u>Drawing Prints (As-Built)</u>	
A-1 Size, 24" x 36"	\$6.00
B Size, 18" x 24"	\$4.25
<u>GIS Data Requests</u>	
Service fee	\$116.00
First layer*	\$164.00
Each additional layer*	\$56.75
CD or DVD of GIS layers of Municipal works of City of Richmond	\$6,726.00
Single-Family Lot Size Policy, March 1990	\$23.00
Supplemental Specifications and Detail Drawings (contents only)	\$104.00
<u>Street Maps</u>	
Large, 36" x 57"	\$8.75
Small, 22" x 34"	\$6.00
<u>Utility Section Maps, 15" x 24"</u>	
Individual	\$4.25
CD	\$82.75

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

SCHEDULE – RCMP DOCUMENTATION FEES

RCMP Documentation Fees

Description	Fee	Units
Criminal Record Checks	\$61.50	
Volunteer Criminal Record Checks – Volunteering outside the City of Richmond	\$26.25	
Volunteer Criminal Record Checks – Volunteering within the City of Richmond	No Charge	
Police Certificate (including prints)	\$61.50	
Fingerprints	\$61.50	
Record of Suspension / Local Records Checks	\$61.50	
Name Change Applications	\$61.50	
Collision Analyst Report	\$576.00	
Field Drawing Reproduction	\$41.50	
Scale Drawing	\$119.00	
Mechanical Inspection Report	\$246.00	
Police Report and Passport Letter	\$61.50	
Insurance Claim Letter	\$61.50	
Court Ordered File Disclosure	\$61.50	
* per page	*Plus \$1.75	per page
**Shipping cost	**Plus \$8.25	
Photos 4" x 6" (per photo)	\$3.25	per photo
***Shipping cost	***Plus \$8.25	
Photos	\$2.25	each laser
Photos – Burn CD	\$19.50	
Video Reproduction	\$47.25	
Audio Tape Reproduction	\$45.00	

SCHEDULE – RESIDENTIAL LOT (VEHICULAR) ACCESS REGULATION

Residential Lot (Vehicular) Access Regulation Bylaw No. 7222

Administration Fees

Section 2.3

Description	Fee
<u>Driveway Crossing Application</u>	
Administration/Inspection Fee	\$85.00

SCHEDULE – SIGN REGULATION

Sign Regulation Bylaw No. 5560

Sign Permit Fees

Description	Fee
Application processing fee*	\$51.25
Up to 5 m ²	\$51.25
5.01 m ² to 15 m ²	\$67.75
15.01 m ² to 25 m ²	\$101.00
25.01 m ² to 45 m ²	\$137.00
45.01 m ² to 65 m ²	\$182.00
65.01 m ² or more	\$227.00
Permit to alter a sign or relocate a sign on the same lot	\$51.25

**Each applicant for a sign permit shall submit the processing fee together with his application. Upon approval of the application, this fee will be a credit towards the appropriate permit fee levied as set out in this Schedule. In cases of rejection of an application, the processing fee will not be refunded.*

SCHEDULE – TREE PROTECTION

Tree Protection Bylaw No. 8057

Permit Fees

Sections 4.2, 4.6

Description	Fee
<u>Permit application fee</u>	
To remove a hazard tree	No Fee
One (1) tree per parcel during a 12 month period	No Fee
Two (2) or more trees	\$56.75
Renewal, extension or modification of a permit	\$56.75

SCHEDULE – VEHICLE FOR HIRE REGULATION

Vehicle For Hire Regulation Bylaw No. 6900

Permit & Inspection Fees

Sections 3.7, 6.3

Description	Fee	Units
Transporting of trunks	\$6.50	per trunk
Towing permit	\$56.75	
Inspection fee for each inspection after the second inspection	\$29.00	

SCHEDULE – VISITING DELEGATION, STUDY TOUR AND CITY HALL TOUR

Visiting Delegation, Study Tour and City Hall Tour Bylaw No. 9068

Section 2.1

Description		Fee
City Hall Tour		\$250.00 plus room rental fee
Visiting Delegation or Study Tour	Up to 2 hours	\$250.00 plus room rental fee
	2 to 4 hours	\$500.00 plus room rental fee
	More than 4 hours	\$1000.00 plus room rental fee

SCHEDULE – WATER USE RESTRICTION

Water Use Restriction Bylaw No. 7784

Permit Fees

Section 3.1

Description	Fee
Permit application fee for new lawns or landscaping (s.3.1.1(a))	\$34.25
Permit application fee for nematode applications for European Chafer Beetle control, where property does not have water meter service (s.3.1.1(b))	\$34.25
Permit application fee for nematode applications for European Chafer Beetle control, where property has water meter service (s.3.1.1(b))	NIL

SCHEDULE – WATERCOURSE PROTECTION AND CROSSING

Watercourse Protection and Crossing Bylaw No. 8441

Application Fees

Description	Fee
<u>Culvert</u>	
Application Fee	\$334.00
City Design Option	\$1,106.00
Inspection Fee *	\$22.50
<i>*Per linear metre of culvert</i>	
<u>Bridge</u>	
Application Fee	\$113.00
Inspection Fee	\$223.00

Note: There is no City Design Option for bridges



**Alexandra District Energy Utility Bylaw No. 8641,
Amendment Bylaw No. 9298**

The Council of the City of Richmond enacts as follows:

1. The **Alexandra District Energy Utility Bylaw No. 8641**, as amended, is further amended:

- (a) by revising Section 1.2(w) containing the defined term “Service Related Charges” by deleting the word “HST” and replacing it with the words “GST, PST” so that Section 1.2(w) now reads as follows:

“(w) **“Service Related Charges”** include, but are not limited to, the fees specified in Schedule B (Fees), the rates and charges specified in Schedule C (Rates and Charges), GST, PST and all other taxes applicable to the Services;”

- (b) by adding a new Section 1.2(o) to read as follows:

1.2(o) **“Energy Services Agreement”** has the meaning given in Section 5.1 of this Bylaw;

- (c) by deleting in its entirety the existing Section 1.2(y) containing the defined term “Services Agreement;

- (d) by re-numbering all sub-sections in Section 1.2 as necessary so that they maintain sequential numerical order;

- (e) by replacing the capitalized term “Services Agreement” with the new defined term “Energy Services Agreement” in each instance the capitalized term “Services Agreement” is used in **Alexandra District Energy Utility Bylaw No. 8641**, namely in the following Sections:

Section 4.2

Section 5.1

Section 5.2

Section 5.3
Section 5.4
Section 9.1
Section 13.1
Section 13.6
Section 14.3
Section 14.7
Section 17.2
Section 18.1
Section 18.2
Section 18.3
Section 23.3
Section 23.5
Section 23.6

- (f) by revising Section 6.2(b) by adding the words “supply and” before the word “install” so that Section 6.2(b) now reads as follows:

“6.2(b) supply and install the Heat Exchanger and Meter Set upon payment of the applicable installation fees set out in Schedule B (Fees) to this Bylaw; and”

- (g) by revising Section 6.2(c) by adding the words “supply and” before the word “install” and by adding a comma and the words “upon payment of the applicable installation fees set out in Schedule B (Fees) to this Bylaw” after the words “Service Provider” at the end of the section so that Section 6.2(c) now reads as follows:

“6.2(c) supply and install the Service Connection from the DEU to the Delivery Point on the Designated Property using the route which is the most suitable to the Service Provider, upon payment of the applicable installation fees set out in Schedule B (Fees) to this Bylaw.”

- (h) by revising Section 6.3 (c) by deleting the duplication of the words “for all” in the first line so that section 6.3(c) now reads as follows:

“6.3(c) the Customer pays the Service Provider in advance for all additional costs as determined by the Service Provider to install the Heat Exchanger, Meter Set and Service Connection in accordance with the Customer’s request; and”

- (i) by revising Section 6.8(b) by deleting the word “water” and replacing it with the word “fluid” so that Section 6.8(b) now reads as follows:

“(b) treating all fluid in the building mechanical system sufficiently to prevent corrosion of the Heat Exchangers.”

- (j) by revising Section 6.11 by adding the words “or permit to be constructed” after the words “A Customer must not construct” so that Section 6.11 now reads as follows:

“6.11 A Customer must not construct or permit to be constructed any permanent structure which, in the sole opinion of the Service Provider, obstructs access to a Service Connection, Heat Exchanger or Meter Set.”

- (k) by revising Section 7.2 by deleting each use of the word “kilowatt” and replacing it with the words “megawatt hours” so that Section 7.2 now reads as follows:

“7.2 The quantity of Energy delivered to a Designated Property will be metered using apparatus approved by the Service Provider. The amount of Energy registered by the Meter Set during each billing period will be converted to megawatt hours and rounded to the nearest one-tenth of a megawatt hour.”

- (l) by revising Sections 13.2(c) and (d) by deleting each use of the word “kilowatt” and replacing it with the word “megawatt” so that Sections 13.2(c) and (d) now read as follows

“(c) the number of megawatt hours of heat energy supplied to the Heat Exchanger and Meter Set; and

(d) the number of megawatt hours of heat energy returned from the Heat Exchanger and Meter Set.”

- (m) by revising the heading to Part 18 so that it reads as follows:

PART 18: TERMINATION OF ENERGY SERVICES AGREEMENT

- (n) by inserting a new Section 21.1(c) to read as follows:

“21.1(c) a duly signed Energy Services Agreement;”

- (o) by re-numbering all sub-sections in Section 21.1 as necessary so that they maintain sequential numerical order;

(p) by deleting Schedule C (Rates and Charges) in its entirety and replacing with a new Schedule C as attached as the Schedule A to this Amendment Bylaw

2. This Bylaw is cited as "**Alexandra District Energy Utility Bylaw No. 8641, Amendment Bylaw No. 9298**".

FIRST READING

OCT 26 2015

SECOND READING

OCT 26 2015

THIRD READING

OCT 26 2015

ADOPTED

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

MAYOR

CORPORATE OFFICER

Schedule A to Amendment Bylaw No. 9298**SCHEDULE C to BYLAW NO. 8641****Rates and Charges****PART 1 - RATES FOR SERVICES**

The following charges 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 \$0.087 per square foot of gross floor area, and a monthly charge of \$1.170 per kilowatt of the annual peak heating load supplied by DEU as shown in the energy modeling report required under Section 21.1.(c); and
- (b) Volumetric charge – a charge of \$3.743 per megawatt hour of Energy returned from the Heat Exchanger and Meter Set at the Designated Property.

PART 2 - 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) Capacity charge – a monthly charge of \$0.0470 per square foot of gross floor area; and
- (b) Volumetric charge – a charge of \$0.00 per megawatt hour of Energy returned from the Heat Exchangers and Meter Sets at the Designated Property.



**Oval Village District Energy Utility Bylaw No. 9134
Amendment Bylaw No. 9299**

The Council of the City of Richmond enacts as follows:

1. The **Oval Village District Energy Utility Bylaw No. 9134** is amended by deleting **Schedule A (Boundaries of Service Area)** of the Bylaw in its entirety and replacing it with a new Schedule A as attached as Schedule A to this Amendment Bylaw.
2. The **Oval Village District Energy Utility Bylaw No. 9134** is amended in **Schedule B General Terms and Conditions** as follows:
 - (a) by deleting in its entirety the existing Section 1.1(aa) containing the defined term “Services Agreement”;
 - (b) by adding a new Section 1.1(p) to read as follows:

1.1(p) “Energy Services Agreement” has the meaning given in Section 3.1 of these General Terms and Conditions;
 - (c) by re-numbering all sub-sections in Section 1.1 as necessary so that they maintain sequential numerical order;
 - (d) by replacing the capitalized term “Services Agreement” with the new defined term “Energy Services Agreement” in each instance the capitalized term “Services Agreement” is used in **Schedule B** of the **Oval Village District Energy Utility Bylaw No. 9134**, namely in the following Sections:

Section 2.2

Section 3.1

Section 3.2

Section 3.3

Section 3.4

Section 7.1

Section 11.1

Section 11.6

Section 12.3

Section 12.7

Section 16.1
 Section 16.2
 Section 16.3
 Section 19.9
 Section 21.3
 Section 21.5
 Section 21.6

(e) by revising the heading to Part 16 so that it reads as follows:

PART 16: TERMINATION OF ENERGY SERVICES AGREEMENT

(f) 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 B to this Amendment Bylaw.

3. This Bylaw is cited as "**Oval Village Energy Utility Bylaw No. 9134, Amendment Bylaw No. 9299**".

FIRST READING

OCT 26 2015

SECOND READING

OCT 26 2015

THIRD READING

OCT 26 2015

ADOPTED

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

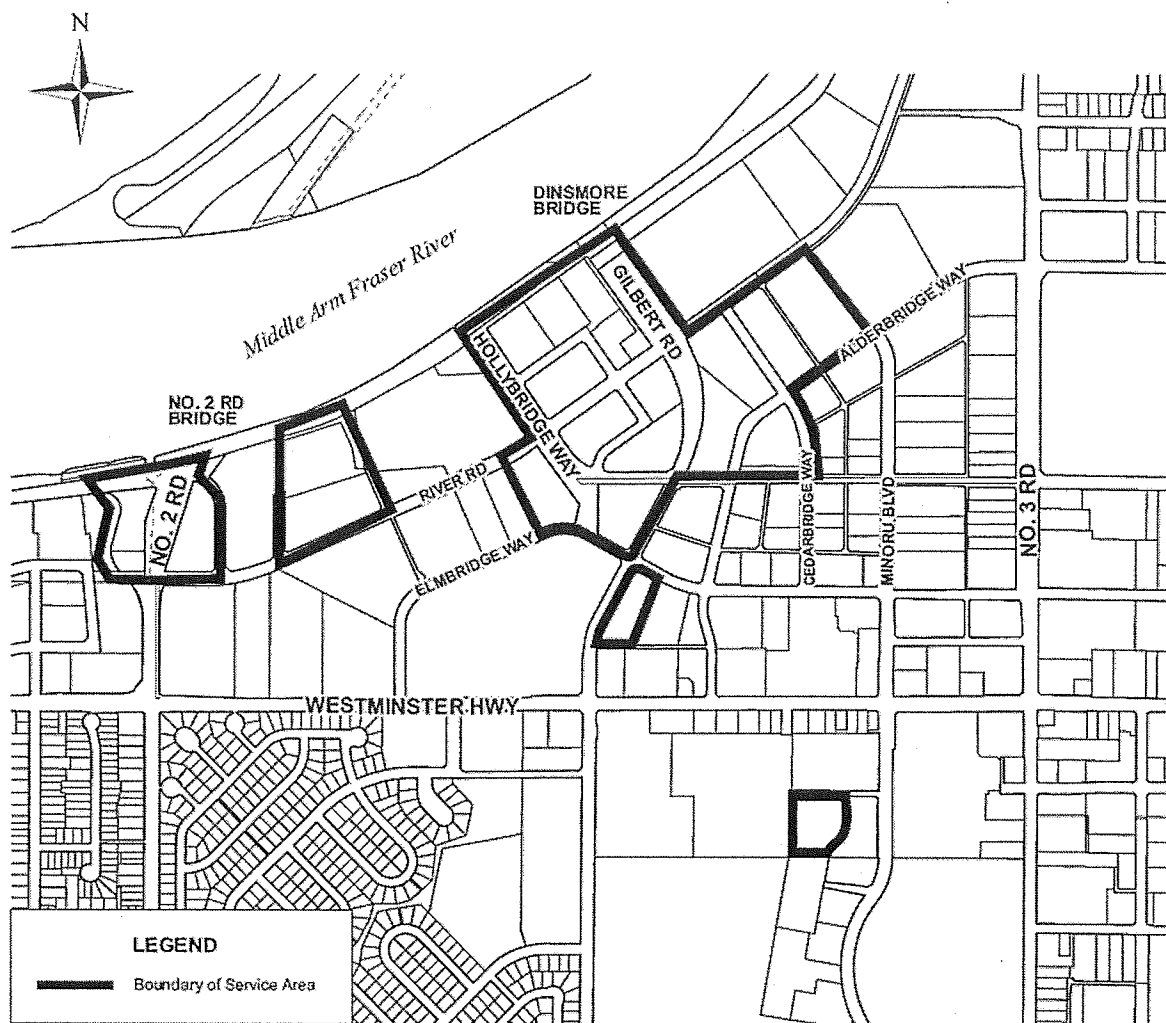
MAYOR

CORPORATE OFFICER

Schedule A to Amendment Bylaw No. 9134

SCHEDULE A

Boundaries of Service Area



Schedule B to Amendment Bylaw No. 9134

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 \$0.0476 per square foot of gross floor area; and
- (b) volumetric charge – a monthly charge of \$29.328 per megawatt hour of Energy returned from the Heat Exchanger and Meter Set at the Designated Property.

PART 2 - EXCESS DEMAND FEE

Excess demand fee of \$0.14 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.



**Noise Regulation Bylaw No. 8856,
Amendment Bylaw No. 9486**

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

1. The **Noise Regulation Bylaw No. 8856** is amended:
 - (i) In section 3.1.1, by deleting the words “Subject to other provisions of this Bylaw:” and substituting with “A person”;
 - (ii) In section 3.1.1(a), by deleting the words “a person”;
 - (iii) In section 3.1.1(b), by deleting the words “a person”;
 - (iv) In section 3.1.2 by adding, after the word “may” the words “, in the determination of the **inspector**,”
 - (v) In section 3.2.1, by deleting subsection (a) and substituting:

“(a) the **sound** made by a dog barking, howling or otherwise, or the **sound** created by any other animal, continually or sporadically or erratically for any period in excess of one-half hour of time;”
 - (vi) In section 3.2.1, subsection (b), by deleting the words “ in good working order”;
 - (vii) In section 3.2.1, subsection (e), by deleting the final word “and”;
 - (viii) In section 3.2.1, subsection (f)(ii) by deleting the semi-colon “;” and replacing it with a period “.”;
 - (ix) In section 3.2.1, by adding subsections (g) and (h) as follows:

“(g) except as permitted under section 4.1.1(l), the **sound** caused by **lawn and garden power equipment**; and

(h) except as permitted under section 4.1.1(m), the **sound** caused by **construction**.”

2. The **Noise Regulation Bylaw No. 8856** is amended:
- (i) In section 4.1.1, by deleting the words "This Bylaw does not apply to **sound made**" and substituting "Exempted from the general sound restrictions in Part 2 is **sound made**:"
 - (ii) In section 4.1.1(i) by inserting after the words "dedicated roads," the words "statutory rights of way,";
 - (iii) In section 4.2.3, by adding, at the end of the section, the sentence "The notice requirement in this section is in addition to the signage requirement in section 4.1.2."
3. The **Noise Regulation Bylaw No. 8856**, Schedule A is amended by adding, in section 3 Land Use Contracts, after the land use contract bylaw numbers, in each zone, the following:
- “(i) or, if the Land Use Contracts are terminated and replaced by underlying zoning, the underlying zoning.”
4. This Bylaw is cited as “**Noise Regulation Bylaw No. 8856, Amendment Bylaw No. 9486**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

OCT 26 2015

OCT 26 2015

OCT 26 2015

CORPORATE OFFICER

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



**Richmond Zoning Bylaw 8500
Amendment Bylaw 9295 (ZT15-705936)
11220 Horseshoe Way**

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

1. Richmond Zoning Bylaw 8500 is amended by:

(a) Inserting the following new definition within Section 3.4 in alphabetical order:

“Microbrewery, Winery and Distillery means a **premises**, licensed under the *Liquor Control and Licensing Act*, on which there is manufacturing of beer, ale, cider, wine or spirits for sale to business customers and shall include **ancillary** retail sale of these liquor products and related non-liquor products to the public within the manufacturer’s store and lounge provided that their combined **floor area** and any outdoor lounge patio area do not exceed the manufacturing **floor area**.”

(b) Adding Additional Uses (Section 12.3.3.B) and renumbering previous section accordingly and inserting the following text into the Additional Uses (Section 12.3.3.B):

“Microbrewery, Winery and Distillery”

(c) Inserting the following new Section 12.3.11.5 and renumbering following section accordingly:

“Microbrewery, Winery and Distillery shall be only permitted on the following **site**:

11220 Horseshoe Way
PID 000-564-095

Lot 45 Section 1 Block 3 North Range 6 West New Westminster District Plan
56980”

2. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 9295”**.

FIRST READING

SEP 28 2015

PUBLIC HEARING

OCT 19 2015

SECOND READING

OCT 19 2015

THIRD READING

OCT 19 2015

OTHER CONDITIONS SATISFIED

NOV 04 2015

MINISTRY OF TRANSPORTATION AND
INFRASTRUCTURE APPROVAL

OCT 28 2015

ADOPTED



MAYOR

CORPORATE OFFICER

