



**City Council**

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

**Monday, December 11, 2017  
7:00 p.m.**

Pg. #      ITEM

MINUTES

1. ***Motion to:***

CNCL-18

- (1) *adopt the minutes of the Regular Council meeting held on November 27, 2017 (distributed previously); and*
- (2) *receive for information the Metro Vancouver 'Board in Brief' dated November 24, 2017.*



AGENDA ADDITIONS & DELETIONS

PRESENTATIONS

- (1) Ivy Wong, Manager, Revenue and Venus Ngan, Manager, Treasury and Financial Services, to present the 2017 Innovation Award from Apteau (Tempest) for the work which allowed customers to make web payments with credit cards for property tax and utilities.
- (2) Joanne Schroeder, Vice-Chair for the World Leisure Organization, to present the World Leisure Community of Excellence Award.

2. APPOINTMENT OF COUNCIL MEMBERS TO EXTERNAL ORGANIZATIONS

- (a) Appointment of Council representative to the **TransLink – Southwest Area Transport Plan Senior Advisory Committee**, until November 5, 2018.

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- (b) Appointment of Council representative and alternate to the **Richmond Olympic Oval Corporation**, until November 5, 2018.

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- (c) Appointment of Council representative and alternate to the **BC Aviation Council**, until November 5, 2018.

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3. NAMING OF STANDING COMMITTEES AND THEIR COMPOSITION BY THE MAYOR  
(in accordance with the *Community Charter*)

4. APPOINTMENT OF MEMBERS OF COUNCIL (AND THEIR ALTERNATES) AS THE LIAISONS TO CITY ADVISORY COMMITTEES AND ORGANIZATIONS

Appointment of Council liaisons (and where applicable, their alternates) until November 5, 2018:

- (a) Advisory Committee on the Environment;
- (b) Agricultural Advisory Committee;
- (c) Child Care Development Advisory Committee;
- (d) Council / School Board Liaison Committee;
- (e) Economic Advisory Committee;
- (f) Heritage Commission;
- (g) Major Facility Building / Project Technical Advisory Committee;
- (h) Minoru Centre for Active Living Program Committee;
- (i) Minoru Major Facility Stakeholder Advisory Committee;

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- (j) Richmond Centre for Disability;
- (k) Richmond Chamber of Commerce;
- (l) Richmond Community Services Advisory Committee;
- (m) Richmond Family & Youth Court Committee;
- (n) Richmond Farmers' Institute;
- (o) Richmond Intercultural Advisory Committee;
- (p) Richmond Public Art Advisory Committee;
- (q) Richmond Sister City Advisory Committee;
- (r) Richmond Sports Council;
- (s) Richmond Sports Wall of Fame Nominating Committee;
- (t) Seniors Advisory Committee; and
- (u) Vancouver Coastal Health/Richmond Health Services Local Governance Liaison Group.



### 5. APPOINTMENT OF MEMBERS OF COUNCIL AS LIAISONS TO COMMUNITY ASSOCIATIONS

Appointment of Council liaisons to community associations until November 5, 2018:

- (a) Arenas Community Association;
- (b) City Centre Community Association;
- (c) East Richmond Community Association;
- (d) Hamilton Community Association;
- (e) Richmond Art Gallery Association;
- (f) Richmond Fitness and Wellness Association;
- (g) Sea Island Community Association;
- (h) South Arm Community Association;
- (i) Thompson Community Association; and
- (j) West Richmond Community Association.



6. APPOINTMENT OF MEMBERS OF COUNCIL AS THE LIAISONS TO VARIOUS BOARDS

Appointment of Council liaisons to various boards until November 5, 2018:

- (a) Aquatic Services Board;
- (b) Museum Society Board;
- (c) Richmond Gateway Theatre Society Board; and
- (d) Richmond Public Library Board.



7. APPOINTMENT OF MEMBERS OF COUNCIL AS LIAISONS TO VARIOUS SOCIETIES

Appointment of Council liaisons until November 5, 2018:

- (a) Britannia Heritage Shipyard Society;
- (b) Gulf of Georgia Cannery Society;
- (c) London Heritage Farm Society;
- (d) Minoru Seniors Society;
- (e) Richmond Nature Park Society;
- (f) Steveston Community Society; and
- (g) Steveston Historical Society.



8. APPOINTMENT OF PARCEL TAX ROLL REVIEW PANEL FOR LOCAL AREA SERVICES

RECOMMENDATION

*That the members of the Public Works and Transportation Committee be appointed as the Parcel Tax Roll Review Panel for Local Area Services until November 5, 2018.*





9. APPOINTMENT OF ACTING MAYORS FROM DECEMBER 12, 2017 TO NOVEMBER 5, 2018

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## COMMITTEE OF THE WHOLE

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

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11. 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.**

12. *Motion to rise and report.*

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## 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
- 2015-2020 Youth Service Plan: 2015-2016 Update
- City Centre Community Centre 2017 Public Art Projects
- Richmond Canada 150 – Year in Review
- Richmond's Participation in the Active Well-Being Initiative
- Fuel Purchases Agreement Re-Assignment and Extension – BC Petroleum Products Buying Group
- Library Cultural Centre Capital Retrofit Project: Federation Of Canadian Municipalities Climate Innovation Program

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- Closed Circuit Television (CCTV) for Signalized Intersections in Richmond
- UBCM Community Emergency Preparedness Fund
- 2018 Council Community Initiatives One-Time Expenditures
- Land use applications for first reading (to be further considered at the Public Hearing on January 22, 2018):
  - 4700 No. 3 Road – Rezone from CA to ZC44 (Bene (No. 3) Road Development Ltd. – applicant)
  - 9071 Dayton Avenue – Rezone from RS1/B to RS2/K (Rav Bains – applicant)
  - Amendments to Richmond Zoning Bylaw 8500 to Implement 2017 Affordable Housing Requirements (City of Richmond – applicant)
- Proposed Official Community Plan/City Centre Area Plan Amendment, Lansdowne Shopping Centre Master Land Use Plan – Request to Endorse Applicant Led Public Consultation

13. *Motion to adopt Items No. 14 through No. 27 by general consent.*



14. **COMMITTEE MINUTES**

*That the minutes of:*

- CNCL-27      (1) *the **Parks, Recreation and Cultural Services Committee** meeting held on November 28, 2017;*
- CNCL-40      (2) *the **General Purposes Committee** meeting held on December 4, 2017;*
- CNCL-47      (3) *the **Finance Committee** meeting held on December 4, 2017;*
- CNCL-56      (4) *the **Planning Committee** meeting held on December 5, 2017;*
- be received for information.*



15. **2015-2020 YOUTH SERVICE PLAN: 2015-2016 UPDATE**

(File Ref. No. 07-3425-02) (REDMS No. 5611038 v.6)

CNCL-63

**See Page CNCL-63 for full report**

**PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE  
RECOMMENDATION**

- (1) *That the staff report titled “2015-2020 Youth Service Plan: 2015-2016 Update” dated November 8, 2017 from the Manager of Community Social Development, be received for information; and*

- (2) *That the 2015-2020 Youth Service Plan: 2015-2016 Update be distributed to key stakeholders and posted on the City website.*



Consent  
Agenda  
Item

16. **CITY CENTRE COMMUNITY CENTRE 2017 PUBLIC ART PROJECTS**

(File Ref. No. 11-7000-09-20-240) (REDMS No. 5649656)

CNCL-96

See Page CNCL-96 for full report

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE  
RECOMMENDATION

*That the concept proposals and installations of the City Centre Community Centre Community Art Project by artist Laara Cerman, and Legacy Artwork by artists Nadine Flagel and Deirdre Pinnock, as presented in the staff report titled “City Centre Community Centre 2017 Public Art Projects,” dated November 6, 2017, from the Director, Arts, Culture and Heritage Services, be endorsed.*



Consent  
Agenda  
Item

17. **RICHMOND CANADA 150 – YEAR IN REVIEW**

(File Ref. No. 11-7000-01) (REDMS No. 5583205 v.5)

CNCL-111

See Page CNCL-111 for full report

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE  
RECOMMENDATION

- (1) *That the staff report titled “Richmond Canada 150 – Year in Review,” dated November 6, 2017, from the Director, Arts, Culture and Heritage Services, be received for information;*
- (2) *That the “Richmond Canada 150 – Year in Review” report be circulated to the community partners and funders for their information; and*
- (3) *That the Budget for 2018 events be \$1 million, whereby \$950,000 be allocated for events, and \$50,000 be held as program contingency for the Steering Committee’s decision.*



Consent  
Agenda  
Item

18. **RICHMOND'S PARTICIPATION IN THE ACTIVE WELL-BEING INITIATIVE**

(File Ref. No. 11-7000-10-01) (REDMS No. 5652462 v.2)

CNCL-141

See Page **CNCL-141** for full report

**PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE RECOMMENDATION**

*That the City become a Partner City of the Active Well-being Initiative by signing the "Partner City Charter of Commitment," included as Attachment 2 of the attached staff report titled "Richmond's Participation in the Active Well-being Initiative," dated November 8, 2017, from the Interim Director, Parks and Recreation.*



Consent  
Agenda  
Item

19. **FUEL PURCHASES AGREEMENT RE-ASSIGNMENT AND EXTENSION – BC PETROLEUM PRODUCTS BUYING GROUP**

(File Ref. No. 02-0665-01) (REDMS No. 5648334)

CNCL-152

See Page **CNCL-152** for full report

**GENERAL PURPOSES COMMITTEE RECOMMENDATION**

- (1) *That the City of Richmond's fuel purchases agreement through the BC Petroleum Products Buying Group consortium:*
  - (a) *be assigned to Parkland Fuel Corporation; and*
  - (b) *be extended to December 14, 2018;*
- (2) *That the Chief Administrative Officer and General Manager, Engineering & Public Works, be authorized to negotiate and execute all necessary terms with Parkland Fuel Corporation under City of Vancouver Contract No. PS11122 for The Supply and Delivery of Gasoline, Diesel, 810-Diesel and Fuels; and*
- (3) *That the City of Richmond participate in the regional consortium for the acquisition of gasoline and diesel fuel at the conclusion of the current fuel purchase agreement (commencing December 15, 2018).*



Consent  
Agenda  
Item

20. **LIBRARY CULTURAL CENTRE CAPITAL RETROFIT PROJECT:  
FEDERATION OF CANADIAN MUNICIPALITIES CLIMATE  
INNOVATION PROGRAM**

(File Ref. No. 10-6125-05-01) (REDMS No. 5617093 v.12)

CNCL-156

See Page **CNCL-156** for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That the application to the Federation of Canadian Municipalities Municipal Climate Innovation Program for up to \$1,000,000 in grant funding to support the deep energy and greenhouse gas emission reduction project planned for the Library Cultural Centre be endorsed;*
- (2) *That, should the funding application be successful, the Chief Administrative Officer and the General Manager of Engineering and Public Works be authorized to execute the agreement with the FCM on behalf of the City of Richmond;*
- (3) *That if the funding application is successful, the 2018-2022 Five Year Financial Plan Bylaw be adjusted accordingly; and*
- (4) *That Richmond Federal Ministers of Parliament be advised of the City's FCM grant funding application.*



Consent  
Agenda  
Item

21. **CLOSED CIRCUIT TELEVISION (CCTV) FOR SIGNALIZED  
INTERSECTIONS IN RICHMOND**

(File Ref. No. 09-5000-01) (REDMS No. 5632725 v.7)

CNCL-166

See Page **CNCL-166** for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That the report titled "Closed Circuit Television (CCTV) for Signalized Intersections in Richmond," dated October 31, 2017 from the OIC, Richmond RCMP, be received for information;*
- (2) *That the CCTV request at a capital cost of \$2,185,242 (Option 3) be submitted to the 2018 Capital budget process for Council consideration;*
- (3) *That the CCTV for Signalized Intersections Project be approved to seek additional funding from the Federal/ Provincial Investing in Canada Program and other appropriate senior government funding programs;*

- (4) *That if the senior government funding submission is approved, the Chief Administrative Officer and the General Manager, Community Safety be authorized to execute the agreement on behalf of the City of Richmond with the Government of Canada and/ or the Province of British Columbia;*
- (5) *That if the funding application is successful, the grant received be used to replenish the City's funding source and the 2018-2022 Five Year Financial Plan Bylaw will be adjusted accordingly;*
- (6) *That Richmond MPs and MLAs be advised of the City's senior government submission; and*
- (7) *That, if the funding request for a Closed Circuit Television (CCTV) For Signalized Intersections in Richmond is approved as part of the budget, staff be directed to seek approval of the proposed system from the Office of the Information and Privacy Commissioner and to recommend a fee structure for processing requests.*



Consent  
Agenda  
Item

22. **UBCM COMMUNITY EMERGENCY PREPAREDNESS FUND**  
(File Ref. No. 09-5126-01) (REDMS No. 5662048)

CNCL-187

See Page CNCL-187 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That the report titled "UBCM Community Emergency Preparedness Fund", dated November 17, 2017 from the General Manager, Community Safety be received for information;*
- (2) *That the application to the Union of British Columbia Municipalities Community Emergency Preparedness Fund for up to \$25,000 in grant funding to support Emergency Social Services for Emergency Programs be approved;*
- (3) *That the application to the Union of British Columbia Municipalities Community Emergency Preparedness Fund for up to \$25,000 in grant funding to support the Emergency Operations Centres & Training for Emergency Programs be approved;*
- (4) *That should the funding application be successful, the Chief Administrative Officer and the General Manager, Community Safety be authorized to execute the agreement on behalf of the City of Richmond with the UBCM; and*
- (5) *That if the funding application is successful, the 2018-2022 Five Year Financial Plan Bylaw be adjusted accordingly.*



Consent  
Agenda  
Item

23. **2018 COUNCIL COMMUNITY INITIATIVES ONE-TIME EXPENDITURES**

(File Ref. No. 03-0985-01) (REDMS No. 5589826 v. 2)

CNCL-190

See Page CNCL-190 for full report

FINANCE COMMITTEE RECOMMENDATION

*That the one-time expenditure request as outlined in Attachment 1 of the 2018 Council Community Initiative One-Time Expenditures staff report be approved for funding from the Council Community Initiatives Account and included in the 5 Year Financial Plan (2018-2022).*



Consent  
Agenda  
Item

24. **APPLICATION BY BENE (NO. 3) ROAD DEVELOPMENT LTD. FOR REZONING OF THE PROPERTY AT 4700 NO.3 ROAD FROM THE "AUTO-ORIENTED COMMERCIAL (CA)" ZONE TO A NEW "HIGH RISE OFFICE COMMERCIAL (ZC44)- ABERDEEN VILLAGE" ZONE**

(File Ref. No. 12-8060-20-009215; RZ 14-672055) (REDMS No. 5630259 v. 2)

CNCL-194

See Page CNCL-194 for full report

PLANNING COMMITTEE RECOMMENDATION

(1) *That Official Community Plan Bylaw 7100, Amendment Bylaw 9215, to amend the Schedule 2.10 (City Centre Area Plan) by:*

(a) *amending the Overlay Boundary - Village Centre Bonus Map (2031) to allow for an additional 0.5 FAR Village Centre Bonus on the subject site; and*

(b) *amending the Aberdeen Village – Detailed Transect Descriptions to allow for an additional 0.5 FAR Village Centre Bonus on the subject site;*

*be introduced and given first reading;*

(2) *That Bylaw 9215, having been considered in conjunction with:*

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

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

*is hereby found to be consistent with said program and plans, in accordance with Section 477(3)(a) of the Local Government Act;*

- (3) *That Bylaw 9215, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, is hereby found not to require further consultation; and*
- (4) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 9216, for the creation of a new “High Rise Office Commercial (ZC44) – Aberdeen Village” zone and for the rezoning of 4700 No. 3 Road from the “Auto-Oriented Commercial (CA)” zone to the new “High Rise Office Commercial (ZC44) – Aberdeen Village” zone, be introduced and given first reading.*



Consent  
Agenda  
Item

25. **APPLICATION BY RAV BAINS FOR REZONING AT 9071 DAYTON AVENUE FROM THE “SINGLE DETACHED (RS1/B)” ZONE TO THE “SINGLE DETACHED (RS2/K)” ZONE**

(File Ref. No. 12-8060-20-009790; RZ 17-784715) (REDMS No. 5642763)

CNCL-248

See Page CNCL-248 for full report

PLANNING COMMITTEE RECOMMENDATION

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 9790, for the rezoning of 9071 Dayton Avenue from the “Single Detached (RS1/B)” zone to the “Single Detached (RS2/K)” zone, be introduced and given first reading.*



Consent  
Agenda  
Item

26. **AMENDMENTS TO RICHMOND ZONING BYLAW 8500 TO IMPLEMENT 2017 AFFORDABLE HOUSING REQUIREMENTS**

(File Ref. No. 08-4057-05) (REDMS No. 5647136 v. 5)

CNCL-264

See Page CNCL-264 for full report

PLANNING COMMITTEE RECOMMENDATION

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 9760, to update the affordable housing contribution rates and requirements for residential zones, and to increase the density bonus provision for the Downtown Commercial 1 (CDT1) zone, be introduced and given first reading.*





Consent  
Agenda  
Item

27. **PROPOSED OFFICIAL COMMUNITY PLAN/CITY CENTRE AREA PLAN AMENDMENT, LANSDOWNE SHOPPING CENTRE MASTER LAND USE PLAN – REQUEST TO ENDORSE APPLICANT LED PUBLIC CONSULTATION**

(File Ref. No. CP 15-717017) (REDMS No. 5625826 v. 7)

CNCL-283

See Page CNCL-283 for full report

PLANNING COMMITTEE RECOMMENDATION

*That staff be authorized to manage an applicant undertaken community consultation process regarding the Proposed Master Land Use Plan for the Lansdowne Centre shopping centre site.*



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CONSIDERATION OF MATTERS REMOVED FROM THE  
CONSENT AGENDA

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NON-CONSENT AGENDA ITEMS

FINANCE COMMITTEE

Mayor Malcolm D. Brodie, Chair

28. **2018 CAPITAL BUDGET**

(File Ref. No. 03-0985-01) (REDMS No. 5595928)

CNCL-316

See Page CNCL-316 for full report

FINANCE COMMITTEE RECOMMENDATION

Opposed: Cllr. Day

- (1) *That the 2018 Capital Budget totalling \$160,064,190 be approved and staff be authorized to commence the 2018 Capital Projects; and*
- (2) *That the 2018 Capital Budget totalling \$160,064,190 and the 2019 - 2022 Capital Projects be included in the 5 Year Financial Plan (2018 - 2022).*



29. **2018 PROPOSED OPERATING BUDGET**

(File Ref. No. 03-0985-01) (REDMS No. 5485687)

**CNCL-483**

See Page **CNCL-483** for full report

**FINANCE COMMITTEE RECOMMENDATION**

Opposed to Parts (1),(2), and (3): Cllrs. Au and Day

Opposed to Part (4): Cllr. Loo

(1) *That the 2018 Operating Budget as presented in Option 2 of the staff report titled “2018 Proposed Operating Budget” be approved as follows:*

- (a) *A same level of service budget increase of \$3,881,300 with a tax increase of 1.88%, before additional levels of service be approved;*
- (b) *Operating budget impact of the 2018 Capital Projects totalling \$618,580 with a tax increase of 0.30% be approved;*
- (c) *City-wide additional levels as presented in Attachment 9 of the staff report titled “2018 Proposed Operating Budget” in the amount of \$247,661 with a tax increase of 0.12% be approved;*
- (d) *Ongoing additional levels for the operating costs of 16 additional RCMP Officers and 3 municipal employees to support the RCMP detachment in the amount of \$2,276,483 with a tax increase of 1.10% be approved;*
- (e) *The Rate Stabilization Account be used to pay for the operating costs of the 16 additional RCMP Officers and 3 municipal employees to support the RCMP detachment for a total of \$2,276,483, resulting in a tax decrease of 1.10% be approved;*
- (f) *The Capital and one-time costs for the additional 16 RCMP Officers and 3 municipal employees to support the RCMP detachment for a total of \$290,675 be approved;*
- (g) *The Rate Stabilization Account be used to pay for the Capital and one-time costs for the additional 16 RCMP officers and 3 municipal employees to support the RCMP detachment for a total of \$290,675 be approved; and*
- (h) *1.00% transfer to reserves for community facilities infrastructure needs as per Council's Long Term Financial Management Strategy in the amount of \$2,064,900 with a tax increase of 1.00% be approved;*

- (i) *The ongoing additional levels for the Emergency Program Neighbourhood Preparedness Program Assistant (\$100,125) and the Richmond Public Library – Expand Senior Services (\$203,004) for a total of \$303,129 be approved and that the Rate Stabilization Account be used to pay for those additional levels;*
- (2) *That the overall tax increase of 2.30% and the additional 1.00% transfer to reserves, which is in accordance with Council’s Long Term Financial Management Strategy policy to limit tax increase to CPI plus 1% transfer to reserves be approved;*
- (3) *That the Operating Budget as detailed above be included in the 5 Year Financial Plan (2018-2022); and*
- (4) *That staff conduct an analysis on the Long Term Financial Management Strategy, specifically examining the need for the 1% transfer to reserves going forward.*



30. **2018 ONE-TIME EXPENDITURES**

(File Ref. No. 03-0985-01) (REDMS No. 5589738)

CNCL-547

See Page CNCL-547 for full report

FINANCE COMMITTEE RECOMMENDATION

Opposed: Cllrs. Johnston and Loo

- (1) *That the recommended one-time expenditures totalling \$1,449,774 as outlined in Attachment 1 of the staff report titled “2018 One-Time Expenditures,” be approved and included in the 5 Year Financial Plan (2018 – 2022);*
- (2) *That the one-time expenditure request for “Enhanced Hours and Programming for Steveston Heritage Sites: Britannia, Tram, Steveston Museum” totalling \$303,093 be approved and included in the 5 Year Financial Plan (2018-2022); and*
- (3) *That the matter of Enhanced Hours and Programming be reviewed by the end of April 2018.*

PUBLIC DELEGATION ON NON-AGENDA ITEM

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



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CNCL-554	Lynda Parsons, River Road resident, to speak on the installation of speed humps along River Road.

32. *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-560	Alexandra District Energy Utility Bylaw No. 8641, Amendment <b>Bylaw No. 9777</b> Opposed at 1 <sup>st</sup> /2 <sup>nd</sup> /3 <sup>rd</sup> Readings – None.
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CNCL-562	Oval Village District Energy Utility Bylaw No. 9134, Amendment <b>Bylaw No. 9778</b> Opposed at 1 <sup>st</sup> /2 <sup>nd</sup> /3 <sup>rd</sup> Readings – None.
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CNCL-564	Richmond Zoning Bylaw No. 8500, Amendment <b>Bylaw No. 9680</b> (9760 Sealily Place, RZ 16-741423) Opposed at 1 <sup>st</sup> Reading – None. Opposed at 2 <sup>nd</sup> /3 <sup>rd</sup> Readings – None.
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ADJOURNMENT



## **For Metro Vancouver meetings on Friday, November 24, 2017**

*Please note these are not the official minutes. Board in Brief is an informal summary. Material relating to any of the following items is available on request from Metro Vancouver. For more information, please contact [Greg.Valou@metrovanancouver.org](mailto:Greg.Valou@metrovanancouver.org) or [Kelly.Sinowski@metrovanancouver.org](mailto:Kelly.Sinowski@metrovanancouver.org)*

## **Metro Vancouver Regional District**

### **Consultation on the Development of an Expanded Regulatory Approach to Managing Odour in Metro Vancouver**

**APPROVED**

The Board agreed to initiate consultation with key stakeholders about potential options to enhance the management of emissions of odorous air contaminants in Metro Vancouver. An expanded regulatory approach to managing odorous air contaminants would help provide continuous improvements to air quality, even as sources of odorous air contaminants, such as organic waste facilities, rise in number and size and more facilities are located closer to residential areas due to growth and densification in the region.

### **Ambient Air Quality Objectives for Sulphur Dioxide**

**APPROVED**

The Board adopted annual and 1-hour ambient air quality objectives for sulphur dioxide, which will replace the interim 1-hour objective adopted in 2015 and the existing 24-hour objective for sulphur dioxide. SO<sub>2</sub> is released when fuels containing sulphur are combusted, and is associated with adverse human health and environmental effects. Ambient air quality objectives and standards for SO<sub>2</sub> establish thresholds for ambient concentrations to protect the health of residents, particularly those with cardiopulmonary conditions, and to protect the environment.

### **2015 Lower Fraser Valley Air Emissions: Regional Trends and Policy Implications**

**RECEIVED**

The Board received a report that summarizes the 2015 air emissions inventory for the Lower Fraser Valley, and examines trends in emissions for key sources in Metro Vancouver, highlighting potential implications for the development of new plans, policies and programs related to air quality and climate change. The emissions inventory includes estimates of emission from sources, including industrial facilities; commercial, institutional, light industrial, residential, agricultural, and naturally occurring sources; and mobile sources, including vehicles and trucks, non-road engines and equipment, railways, aircraft and marine vessels.

**Burns Bog Ecological Conservancy Area: Update on Bog Restoration and Carbon Sequestration Research**

**RECEIVED**

The Board received an update on Burns Bog Ecological Conservancy Area (BBECA) research initiatives that were completed and/or underway during 2016-2017, in particular the initiatives funded by the Sustainability Innovation Fund, which are related to improving the ecological health of the bog with a resulting increase in long term carbon sequestration.

**2017 Emotive Electric Vehicle Campaign**

**RECEIVED**

The Board received an update on the activities and outcomes of the Emotive campaign in the Metro Vancouver region in 2017. In 2017 the Emotive campaign was delivered to 44 events in 17 different member jurisdictions. Emotive has been in operation since 2014, with each year's campaign building on the previous.

**Transit-Oriented Affordable Housing Study**

**APPROVED**

The Board agreed to forward the key findings from the Transit-Oriented Affordable Housing Study to relevant decision makers to encourage the provision of rental housing in transit-oriented locations, including housing that is affordable to lower income households. The parties included federal and provincial governments, Mayors' Council on Regional Transportation; member local governments; and, the Urban Development Institute, Landlord BC, Co-operative Housing Federation of BC, and Greater Vancouver Home Builders' Association.

**Request to Expand the Fraser Sewerage Area at 7672 Progress Way, Delta**

**RESOLVED**

The Board resolved that the extension of GVS&DD sewerage services to the property at 7672 Progress Way was consistent with the provisions of Metro Vancouver 2040: Shaping Our Future; and agreed to forward it to the Fraser Sewerage Area expansion application to the GVS&DD Board for consideration.

**Revising the Evaluation Criteria and Funding for Agriculture Awareness Grants**

**ENDORSED**

The Board endorsed revised criteria for evaluating Agriculture Awareness grant applications and an increase in the annual funding to non-profit organizations for agriculture awareness across the region. The proposal is to increase the grants by \$5,000 in 2019 to \$45,000 and by another \$5,000 in 2021 to \$50,000. The funding enables outreach to the public through school programs, community events and workshops funded by the grants, and helps groups leverage funds from other sponsors for their awareness activities.

## **Metro Vancouver Board Strategic Plan – 2017 Update**

**RECEIVED**

The Board received an update on Metro Vancouver's progress in completing the work plans of the Board Standing Committees as well as the Board's key actions achieved in 2017 in delivering the strategic directions of the 2015 – 2018 Board Strategic Plan.

## **2018 Schedule of Regular Board Meetings**

**RECEIVED**

The Board received the annual schedule of regular board meetings for the upcoming year, including the date, time and place of the meetings.

## **Delegations Received at Committee November 2017**

**RECEIVED**

The Board received a report on the delegations received at the Intergovernment and Finance Committee. Craig Richmond, President and CEO, YVR, and Wayne Wright, Metro Vancouver Appointee to the YVR Board of Directors, provided committee members with a presentation on an update to YVR's Flight Plan 2037 and 2015-2017 Strategic Plan. The Finance and Intergovernment Committee received the delegation executive summary. No further action was taken.

## **Metro Vancouver External Agency Activities Status Report November 2017**

**RECEIVED**

The Board received an update on the recent activities of external agencies to which representatives have been appointed. This included the Sasamat Volunteer Fire Department; Municipal Finance Authority of BC; Fraser Basin Council Activities and Outcomes; Pacific Parklands Foundation Update; e) Flood Control and River Management Committee; Experience the Fraser Project Update; and Delta Heritage Airpark Management Committee.

## **Squamish-Lillooet Regional District Regional Growth Strategy Amendment Bylaw No. 1514-2017**

**ACCEPTED**

The Board accepted the Squamish-Lillooet Regional District (SLRD) Regional Growth Strategy Amendment Bylaw No. 1514-2017, which strengthens and clarifies the SLRD's growth management policies by directing growth and settlement development towards Member Municipalities and existing SLRD Master Planned Communities. Metro Vancouver Regional District was asked to respond to the resolution as it's an affected local government.



## **Metro Vancouver Regional District Parks**

### **Belcarra Regional Park – Belcarra South Proposed Design Concept**

**APPROVED**

The Board approved a revised Belcarra South Proposed Design Concept, which changes the use of the Belcarra South area from restricted residential access to public use. Cabins 2-7 and Bole House will be retained under Port Moody heritage designation, while a historical study of Cabin 1, located in the Village of Belcarra, will be undertaken.

The Board also agreed to work with the municipalities of Port Moody and Belcarra to implement the design.

### **Crippen Regional Park - Davies Orchard Planning Study, Recommended Concept**

**APPROVED**

The Board approved Concept 2: Heritage Focus for Davies Orchard in Crippen Regional Park, which includes permanently retaining six cottage buildings for public use. This concept will improve public access and enhance site use, create an engaging public space and celebrate the unique history of the site.

### **Grouse Mountain Regional Park – Public Engagement Summary**

**APPROVED**

The MVRD Board approved the development of a preliminary management plan for Grouse Mountain Regional Park. The public engagement process included a stakeholder workshop, an onsite public engagement event, and an online survey. Staff are meeting with First Nations and stakeholders through the fall.

### **Kanaka Creek Regional Park – Contribution Agreement for Operation of the Kanaka Creek Bell-Irving Hatchery 2018 – 2020**

**APPROVED**

The MVRD Board approved the Contribution Agreement between the Metro Vancouver Regional District and the Kanaka Education and Environmental Partnership Society toward the operation of the Kanaka Creek Bell-Irving Hatchery for a three-year term in the amount of \$21,000 annually, commencing January 1, 2018 and ending on December 31, 2020.

### **Delegations Received at Committee November 2017**

**RECEIVED**

The Board heard a delegation from Hans-Christian Behm about the retention and restoration of all ten Davies Orchard Cottages, requesting that management of Davies Orchard be transferred to a qualifying

local agency. The Regional Parks Committee received the delegation executive summary and heard the delegation. No further action was taken.

**Metro Vancouver Regional District Regional Parks Regulation Amending Bylaw** **APPROVED**

The Board approved a Regional Parks Regulation Amending Bylaw, which provides the authority for staff to manage the use of regional parks by the public, and is designed to help improve public safety, further protect park natural resources and assets, and better define acceptable public conduct and park officer enforcement powers.

**Metro Vancouver Regional District Ticket Information Utilization Amending Bylaw** **APPROVED**

The Board approved amendments to the Greater Vancouver Regional District Ticket Information Utilization Bylaw No. 1050, 2006, which enables Metro Vancouver to enforce compliance with the Regional Parks Regulation Bylaw by authorizing officers to issue Municipal Ticket Information with accompanying fines. Metro Vancouver requires the ability to issue Municipal Ticket Information as it provides an escalated ticketing alternative for more serious bylaw contraventions.

**Metro Vancouver Regional District Notice of Bylaw Violation Enforcement and Dispute Adjudication Amending Bylaw** **APPROVED**

The Board authorized amendments to the Greater Vancouver Regional District Notice of Bylaw Violation Enforcement and Dispute Adjudication Bylaw No. 1117, 2010. The Bylaw allows Metro Vancouver to enforce its regulatory bylaws using Metro Vancouver's already established local government dispute adjudication system.

## **Greater Vancouver Water District**

**Regional Water Conservation Campaign and Water Regulations Communications 2017 Update** **RECEIVED**

The GVWD Board received an update on the regional water conservation campaign and regional communications to support the watering regulations.

**Water Wagon Program 2017 Update** **RECEIVED**

The GVWD Board received an update on Metro Vancouver's 2017 engagement activities with the Water Wagon and Tap Water Team. 2017 saw an increase over previous program benchmarks, with a total of 16 Member jurisdictions visited and 42,445 servings of water distributed over 55 event days.

**Award of Contract Resulting from RFP No. 17-139: Engineering Services for the Seymour Main No. 5 North**

**APPROVED**

The GVWD Board approved a contract in the amount up to \$2,496,402 (exclusive of taxes) to AECOM Canada Ltd. for Phase A, Preliminary Design for engineering services for the Seymour Main No. 5 North. Board approval to award subsequent phases of work will be sought at a later date.

**Capilano Main No. 5 (Stanley Park Section) – Update on Public Engagement**

**RECEIVED**

The GVWD received an update on the public engagement conducted to date on the Capilano Main No. 5 (Stanley Park Section) project. Upon completion of public consultation and First Nations engagement in fall 2017, MV staff will present the results of the consultation program and the conceptual route alignment to the Park Board and seek approval to commence the next stages of design.

**Annual Update on Fisheries Initiatives in the Capilano, Seymour and Coquitlam Watersheds**

**RECEIVED**

The GVWD Board received an annual update on fisheries initiatives and activities associated with the Capilano, Seymour and Coquitlam Watersheds. Metro Vancouver continues to participate in a variety of meaningful fisheries initiatives throughout GVWD's watershed lands located both above and below the dams, with a key objective is to ensure that fisheries protection and enhancement initiatives are evaluated, planned and implemented in a manner that consistently meets the Corporation's mandate of providing consistently high quality drinking water supplies.

**Delegations Received at Committee November 2017**

**RECEIVED**

The GVRD Board received a report of a delegation by James Peters, ShowerPot.Org at the Utilities Committee. Peters spoke to members about water conservation and ShowerPot.org, highlighting the need to conserve and potential ways for households to reuse water. The Utilities Committee directed staff to report back to the committee with a review of household water collection products and solutions.

## **Greater Vancouver Sewerage and Drainage District**

### **Award of Contract Resulting from Tender No. 16-160: Construction of Highbury Interceptor Air Management Facility**

**APPROVED**

The GVS&DD Board awarded a contract for an amount up to \$7,350,000 (exclusive of taxes) to Stuart Olson Inc., resulting from Tender No. 16-160 for the construction of Highbury Interceptor Air Management Facility.

### **Fraser Sewerage Area Amendment – 12224 240 St. Maple Ridge**

**APPROVED**

The GVS&DD Board approved an amendment to the Fraser Sewerage Area (FSA) to include the new building footprints within the Meadowridge School property at 12224 240 St in Maple Ridge. The MVRD Board found the request was consistent with the provisions of Metro 2040, while a GVS&DD analysis has shown there is a negligible impact on the regional sewerage system and no financial impacts to the GVS&DD.

### **Fraser Sewerage Area Amendment – 12248 244 St. Maple Ridge**

**APPROVED**

The GVS&DD Board approved an amendment of the Fraser Sewerage Area to include the building footprint on the property at 12248 244 Street in the City of Maple Ridge as shown on District Drawing SA-2376 Sheet 95. The MVRD Board found the request was consistent with the provisions of Metro 2040, while a GVS&DD analysis has shown there is a negligible impact on the regional sewerage system and no financial impacts.

### **Partnership for Water Sustainability in British Columbia, Request for Funding – Blue Ecology Workshop**

**APPROVED**

The GVS&DD Board approved a \$1,500 sponsorship contribution to the Partnership for Water Sustainability in British Columbia to support the Blue Ecology Workshop, which will take place November 28, 2017, in Richmond, BC. The cost of the sponsorship would be covered by the Liquid Waste Services Department's budget.

## **Solid Waste Regulatory Proposals – Consultation Update**

**RECEIVED**

The GVS&DD Board received an update on the “Solid Waste Regulatory Proposals – Consultation Update.” Metro Vancouver consulted with stakeholders on solid waste regulatory proposals through four public meetings, two webinars and other opportunities to submit input and has had discussions with First Nations, received additional input and met with individuals and groups upon request to answer questions and discuss the regulatory proposals.

## **Coffee Cup Revolution Contribution Agreement**

**APPROVED**

The GVS&DD Board approved a contribution agreement between the Greater Vancouver Sewerage and Drainage District and Tides Canada in support of its Coffee Cup Revolution for a 3-year term in the amount of \$18,000, commencing January 1, 2018 and ending on December 31, 2020.

## **2017 Integrated Solid Waste and Resource Management Plan Biennial/Five Year Progress Report**

**APPROVED**

The GVS&DD Board approved the submission of the 2017 Integrated Solid Waste and Resource Management Plan Biennial/Five Year Progress Report to the Ministry of Environment and Climate Change Strategy. The first ISWRMP Biennial Report was submitted in 2013 and the second in 2015. This third report in the series is a combination of the five-year report and the third biennial report.

## **Delegations Received at Committee November 2017**

**RECEIVED**

The GVS&DD Board received an update on the delegations received at committee, which included Gabby Korcheva, Program Manager, Binnars’ Project; and Richard Drake, GreenerZone.com.

## **GVS&DD Commercial Waste Hauler Licensing Bylaw**

**APPROVED**

The GVS&DD Board gave first, second and third reading to a Commercial Waste Hauler Licensing Bylaw and agreed to forward the bylaw to the Commercial Hauler Licensing Bylaw to the Minister of Environment and Climate Change Strategy for approval. The Board also agreed to write to Regional Districts around the Province requesting that they write the Minister of Environment and Climate Change Strategy in support of Metro Vancouver’s Commercial Waste Hauler Licensing program.

## **GVS&DD Solid Waste and Recyclable Material Regulatory Amending Bylaw 309**

**APPROVED**

The GVS&DD Board gave first, second and third reading to Greater Vancouver Sewerage and Drainage District Solid Waste and Recyclable Material Regulatory Amending Bylaw No. 309, 2017, and forwarded the amending bylaw to the Minister of Environment and Climate Change Strategy for approval.

## **GVS&DD Solid Waste and Recyclable Material Regulatory Bylaw Proposed Changes**

**ENDORSED**

The GVS&DD Board endorsed proposed changes to the Greater Vancouver Sewerage and Drainage District Solid Waste and Recyclable Material Regulatory Bylaw No. 181, 1996, as amended, to increase recycling and help foster a level playing field and directed staff to prepare an amending bylaw for the Board to consider at its November 24, 2017 meeting and to forward to the Minister of Environment and Climate Change Strategy for approval.

## **GVS&DD Tipping Fee and Solid Waste Disposal Regulation Amending Bylaw No. 308**

**APPROVED**

The GVS&DD Board adopted the Greater Vancouver Sewerage and Drainage District Tipping Fee and Solid Waste Disposal Regulation Amending Bylaw No. 308, 2017.

## **Generator Levy Implementation: Tipping Fee and Solid Waste Disposal Regulation Proposed Bylaw Changes**

**APPROVED**

The GVS&DD Board endorsed the Generator Levy Implementation: Tipping Fee and Solid Waste Disposal Regulation Proposed Bylaw Changes. Under the proposed Generator Levy, all residential, commercial and institutional generators of Municipal Solid Waste would be required to contribute to the fixed costs of transfer stations and solid waste planning.



## Parks, Recreation and Cultural Services Committee

Date: Tuesday, November 28, 2017

Place: Anderson Room  
Richmond City Hall

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

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

### MINUTES

It was moved and seconded

*That the minutes of the meeting of the Parks, Recreation and Cultural Services Committee held on October 24, 2017, be adopted as circulated.*

**CARRIED**

### NEXT COMMITTEE MEETING DATE

December 20, 2017, (tentative date) at 4:00 p.m. in the Anderson Room

### DELEGATION

1. Community Garden Program

With the aid of a PowerPoint presentation (copy on file, City Clerk's Office), Anita Georgy, Executive Director, Richmond Food Security Society, highlighted the following information regarding the Community Garden Program:

- the Program is very popular and there is a 262 person waitlist for a garden plot;

1.

**Parks, Recreation & Cultural Services Committee**  
**Tuesday, November 28, 2017**

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- there are nine sites with 321 plots, and 57 community group plots;
- certain plots are designed in a manner to accommodate the primary users; for instance, plots are raised to assist older adults with mobility issues; and
- the Program has partnered with other local groups such as the Richmond School District, Vancouver Coastal Health, the Richmond Society for Community Living, and Pathways Clubhouse.

Ms. Georgy then shared several experiences by users of the Program, noting that the gardens truly make a difference in residents' quality of life. Also, she commented on the Program's financials, and reviewed the food security continuum.

Discussion took place regarding the Program's financials and it was noted that holistic financial information would be valuable.

In reply to queries from Committee, Ms. Georgy provided the following information:

- the waitlist for a plot remains steady;
- the sites are primarily maintained by the gardeners;
- the Society is working with Parks Department staff to secure new sites, with the Garden City Lands earmarked as the next site for community garden plots;
- produce theft from community garden plots is common in the Lower Mainland; the installation of cameras and fencing have been examined in an effort to address this concern;
- new signage will be installed in the immediate future with clear icons that illustrate appropriate community garden behaviour; and
- a gardener must agree to adhere to a set of strict rules when accepting a community garden plot; for instance, there are regulations on the number of pots and other gardening equipment that may be stored on-site.

It was suggested that the Society present the Community Garden Program to its other partners like Vancouver Coastal Health and the Richmond School District.

In reply to a query from Committee, Serena Lusk, Interim Director, Parks and Recreation, advised that additional sites are reviewed on a park-by-park basis as part of the park development process.



**Parks, Recreation & Cultural Services Committee**  
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In light of the current waitlist for a community garden plot, Committee expressed the desire to see additional plots in the imminent future. Ms. Lusk advised that staff could examine potential sites such as the former Fantasy Gardens.

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

It was moved and seconded

*That staff examine potential sites for additional community garden plots in the near future and report back.*

**CARRIED**

## COMMUNITY SERVICES DIVISION

2. **2015-2020 YOUTH SERVICE PLAN: 2015-2016 UPDATE**

(File Ref. No. 07-3425-02) (REDMS No. 5611038 v.6)

Kim Somerville, Manager, Community Social Development, introduced Krista Germyn, Youth Coordinator and provided an update on the 2015-2020 Youth Services Plan.

Discussion took place and it was suggested that an update on the 2015-2020 Youth Services Plan be presented to the Richmond Sports Council.

In reply to queries from Committee, staff provided the following information:

- the inter-municipal Youth Coordinator Committee's mandate is to examine best practices and common youth trends;
- staff will continue to encourage youth involvement on City advisory committees and develop strategies to support youth in this capacity; and
- the City's summer programs act as an ideal avenue in developing youths' work and volunteer skills.

It was moved and seconded

- (1) *That the staff report titled "2015-2020 Youth Service Plan: 2015-2016 Update" dated November 8, 2017 from the Manager of Community Social Development, be received for information; and*
- (2) *That the 2015-2020 Youth Service Plan: 2015-2016 Update be distributed to key stakeholders and posted on the City website.*

**CARRIED**

**Parks, Recreation & Cultural Services Committee**  
**Tuesday, November 28, 2017**

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**3. CITY CENTRE COMMUNITY CENTRE 2017 PUBLIC ART PROJECTS**

(File Ref. No. 11-7000-09-20-240) (REDMS No. 5649656)

In reply to queries from Committee, Eric Fiss, Public Art Planner, advised that community art projects are of good value and that the material utilized for the installation in the Fitness Centre will be reviewed to ensure it does not affect the usability of the wall.

It was moved and seconded

*That the concept proposals and installations of the City Centre Community Centre Community Art Project by artist Laara Cerman, and Legacy Artwork by artists Nadine Flagel and Deirdre Pinnock, as presented in the staff report titled "City Centre Community Centre 2017 Public Art Projects," dated November 6, 2017, from the Director, Arts, Culture and Heritage Services, be endorsed.*

**CARRIED**

**4. RICHMOND CANADA 150 – YEAR IN REVIEW**

(File Ref. No. 11-7000-01) (REDMS No. 5583205 v.5)

Bryan Tasaka, Manager, Major Events and Film, provided background information and with the aid of a video presentation, highlighted various events and activities hosted as part of Richmond's Canada 150 Celebrations. Mr. Tasaka also demonstrated various features of the City's Canada 150 website: [www.richmondcanada150.com](http://www.richmondcanada150.com)

In reply to queries from Committee, Mr. Tasaka highlighted that (i) community spirit in Richmond is strong as shown in the high number of volunteers for events, and (ii) there are approximately 1,800 volunteers who have contributed to a total of 14,360 hours served.

In response to comments regarding various events and whether there were opportunities to reduce costs, Mr. Tasaka advised that various factors affect event turnout; for instance, he noted that poor weather significantly affects attendance at outdoor events. In addition, he remarked that many events in 2017 were new and therefore there were first-time costs associated with these events. Mr. Tasaka then commented on the City's procurement process for events, noting that "best value" is a cornerstone.

Committee then requested that the Richmond Canada 150 – Year In Review video be played at a Council meeting in the new year. Also, it was suggested that the video be shared with Richmond Members of Parliament as federal funding was received.

**Parks, Recreation & Cultural Services Committee**  
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Discussion then took place on the Canada 150 Steering Committee's discussion regarding the 2018 budget for major events. It was noted that Council had approved \$1,510,000 during the 2017 budget process for 2018 events. Following the Canada 150 Steering Committee's consideration and evaluation of 2018 events at its November 27, 2017 meeting, it recommended that the total 2018 event budget be reduced to \$1,000,000 with recommended events receiving \$950,000, and the remaining \$50,000 being held as the program's contingency.

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

It was moved and seconded

- (1) *That the staff report titled "Richmond Canada 150 – Year in Review," dated November 6, 2017, from the Director, Arts, Culture and Heritage Services, be received for information;*
- (2) *That the "Richmond Canada 150 – Year in Review" report be circulated to the community partners and funders for their information; and*
- (3) *That the Budget for 2018 events be \$1 million, whereby \$950,000 be allocated for events, and \$50,000 be held as program contingency for the Steering Committee's decision.*

The question on the motion was not called as discussion took place on the proposed new 2018 event budget and in reply to a query from Committee, Joe Erceg, General Manager, Planning and Development, advised that the allocation of unutilized funds previously approved by Council would be at Council's discretion.

Discussion further ensued regarding the potential to set aside previously approved and unutilized funds for 2019 as it will be a significant year for the City.

In reply to a query from Committee, Councillor McNulty, Chair of the Canada 150 Steering Committee, commented on the event cutbacks recommended by the Steering Committee.

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

**Parks, Recreation & Cultural Services Committee**  
**Tuesday, November 28, 2017**

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**5. RICHMOND'S PARTICIPATION IN THE ACTIVE WELL-BEING INITIATIVE**

(File Ref. No. 11-7000-10-01) (REDMS No. 5652462 v.2)

In reply to queries from Committee, Ms. Lusk advised that as a pilot participant in the Active Well-Being Initiative, the City is part of a network of cities worldwide with a shared interest in active well-being for their communities. She advised that thus far the Initiative has reinforced staff's awareness to address particular areas; for instance, the measurement and evaluation of programs needs to be ameliorated and there needs to be a more holistic approach in what defines a stakeholder.

Ms. Lusk then advised that as an original pilot city, the annual fee to become a Partner City is waived. Also, she stated that further evaluation of the program will be ongoing to determine the long-term benefits of participation to Richmond.

It was moved and seconded

*That the City become a Partner City of the Active Well-being Initiative by signing the "Partner City Charter of Commitment," included as Attachment 2 of the attached staff report titled "Richmond's Participation in the Active Well-being Initiative," dated November 8, 2017, from the Interim Director, Parks and Recreation.*

**CARRIED**

**6. MANAGER'S REPORT**

**(i) Moorage at Steveston Harbour**

The Chair distributed various renderings of piers along the Steveston waterfront (attached to and forming part of these Minutes as Schedule 1) and referenced the discussion that took place at the October 2017 Parks, Recreation and Cultural Services Committee meeting regarding a 300-foot floating dock along the Steveston waterfront.

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

It was moved and seconded

*That:*

- (1) staff examine costs for sheet piling beside the Imperial Landing Pier;*
- (2) staff examine costs for replacing the Gillnet Pier, including piles for a 300-foot float at Phoenix Gillnet Loft; and*
- (3) staff examine costs for piles for a 300-foot at Phoenix Gillnet Loft; and report back.*

**CARRIED**

**Parks, Recreation & Cultural Services Committee**  
**Tuesday, November 28, 2017**

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**(ii) Correspondence from Boating BC Association**

The Chair distributed a letter from Boating BC Association (attached to and forming part of these Minutes as Schedule 2) regarding their concern on the number of access points to waterways across the province.

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

*That correspondence dated October 27, 2017 from the Boating BC Association be referred to staff for response.*

**CARRIED**

**(iii) Governance of City Centre North Community Centre**

Discussion took place on the potential to incorporate the future City Centre North Community Centre Association as part of the current City Centre Community Centre Association and what such a governance model would entail. Staff was requested to report back within six weeks.

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

*That staff examine potential governance models for the future City Centre North Community Centre Association and report back.*

**CARRIED**

**(iv) Community Services Division Updates**

Liesl Jauk, Manager, Arts Services, spoke of ArtRich 2017, a feature on artworks by local and regional visual artists from the Lower Mainland, and invited Council to visit the exhibition at the Richmond Art Gallery, which opens on December 1<sup>st</sup>.

Paul Brar, Manager, Parks Programs, advised that volunteer recruitment for the Snow Angels Program is underway.

Mr. Tasaka noted that the Canada 150 Volunteer Appreciation event will be held on December 6<sup>th</sup> at the City Hall Plaza.

Jane Fernyhough, Director, Arts, Culture and Heritage Services, spoke of the arrival of the 25-foot Menorah at the Cultural Centre Plaza on December 8<sup>th</sup>, noting that the opening ceremony will take place on December 17<sup>th</sup>.

**ADJOURNMENT**

It was moved and seconded

*That the meeting adjourn (5:11 p.m.).*

**CARRIED**

**Parks, Recreation & Cultural Services Committee**  
**Tuesday, November 28, 2017**

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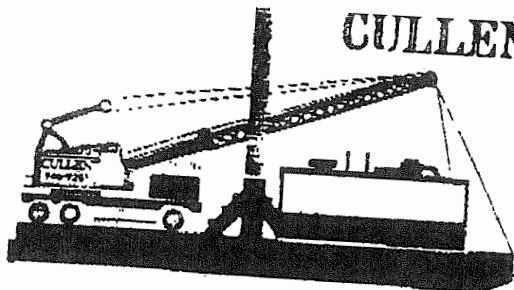
Certified a true and correct copy of the Minutes of the meeting of the Parks, Recreation and Cultural Services Committee of the Council of the City of Richmond held on Tuesday, November 28, 2017.

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Councillor Harold Steves  
Chair

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Hanieh Berg  
Legislative Services Coordinator



# CULLEN CONSTRUCTION LTD

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

ESTIMATES

Schedule 1 to the Minutes of the  
Parks, Recreation & Cultural  
Services Committee meeting of  
Richmond City Council held on  
Tuesday, November 28, 2017.

CONDITION



FAIR CONDITION



July 21, 2001

13 ft.

8 ft.

## Imperial Cannery East Apron:

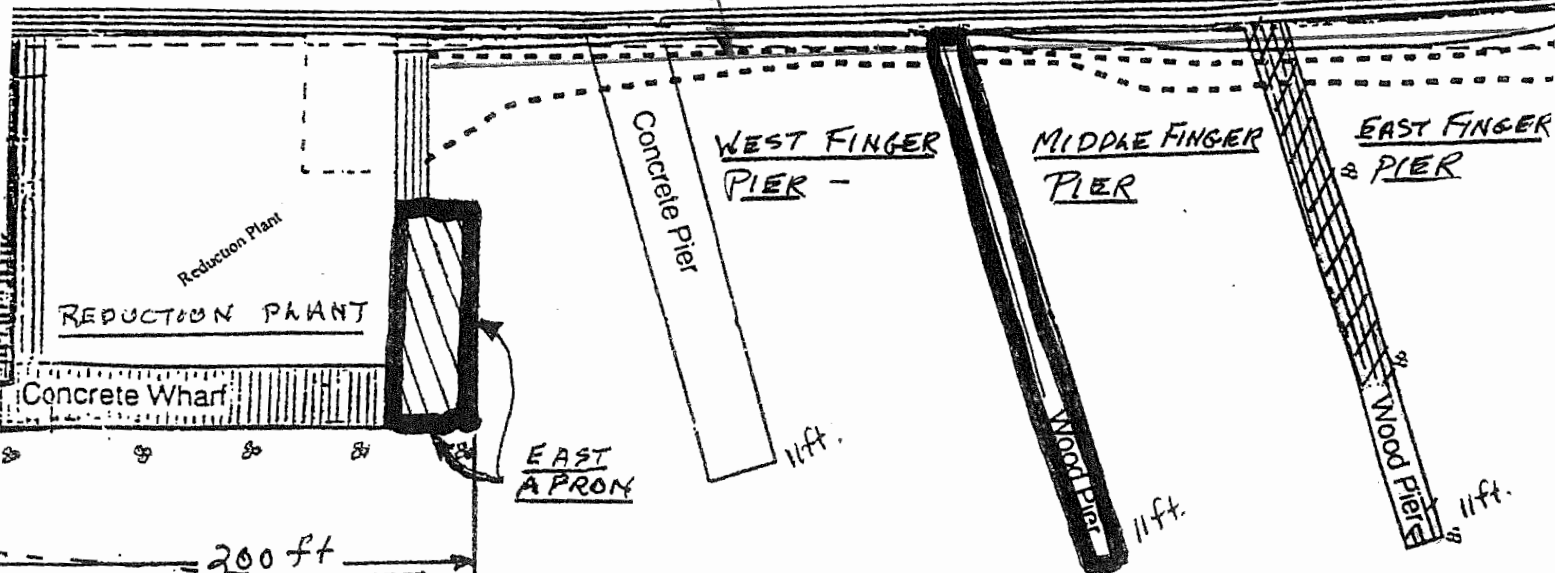
- Repair fender piles and chalks
  - ❖ Install fender logs
- 2 days @ 1800.00      3600.00

## 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

sheet piles



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

CNCL 35

1200.00  
7200.00  
8400.00

uded any cost for the piles required as there are enough piles in  
 itures that can be reused to complete the repair work as  
 at logs will have to be purchased or donated if all tie ups require  
 ve not put in a cost for this item.

er questions, please don't hesitate to call  
 cluding Cullen Construction in your proposal.

*Cullen*

n  
 ion Ltd.

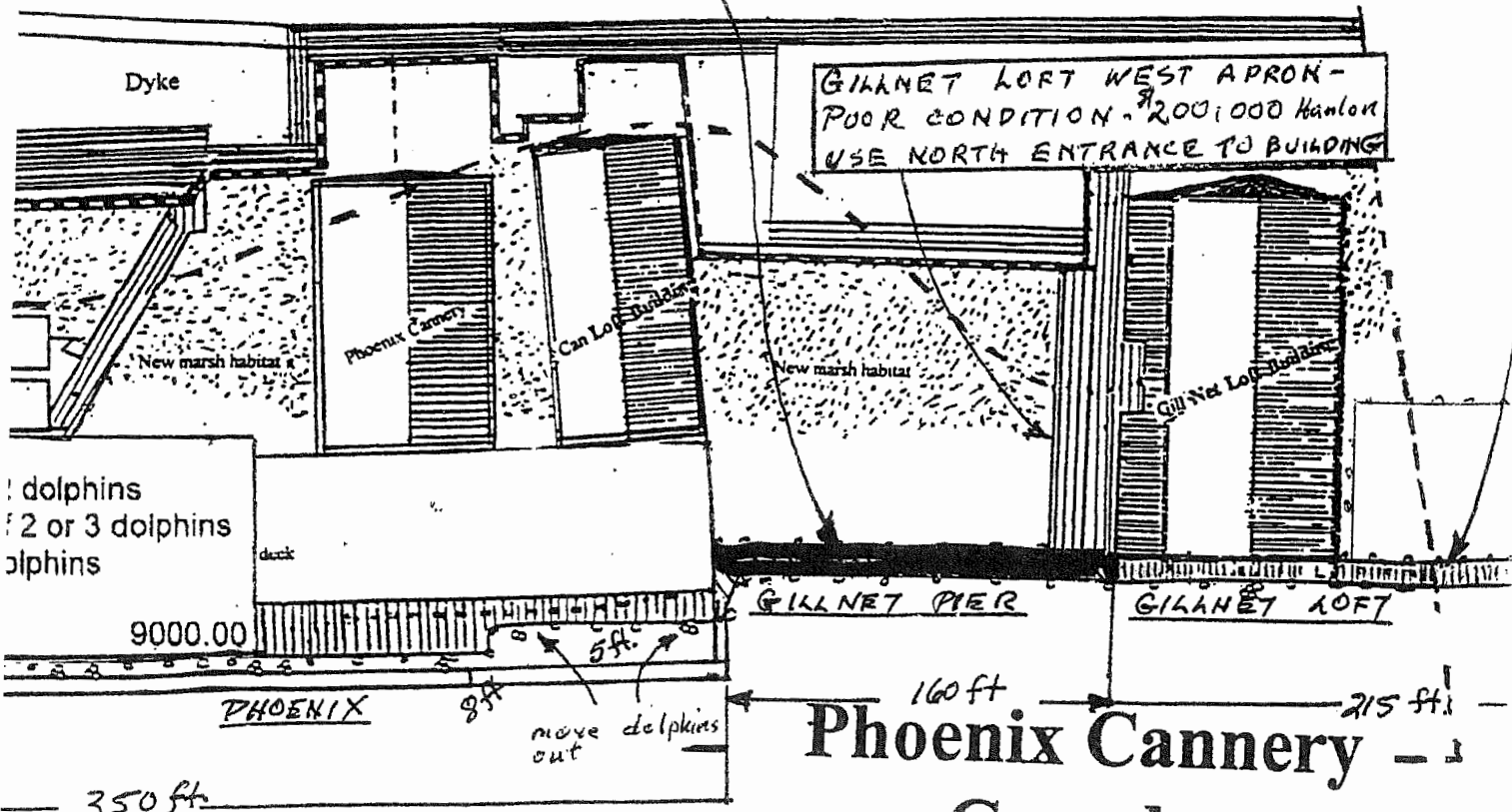
TIMBER  
 WORK  
 20,900.00  
 Joe Wadeski

#### Gillnet Pier:

- ❖ Repair or replace 11 fender piles
- ❖ Install float logs
- 2 days @ 1800.00      3600.00

#### Gillnet loft:

- ❖ Remove old deck, stringers and caps
- ❖ Repair or replace 12 fender piles
- ❖ Repair or replace bearing piles
- ❖ Install 14 new cap timbers
- ❖ Dispose of old materials      1200.00
- ❖ Supply new caps timbers and hardware      3600.00
- 8 days @ 1800.00      14400.00
- 19,200.00**



**Phoenix Cannery - 1**  
**Complex**

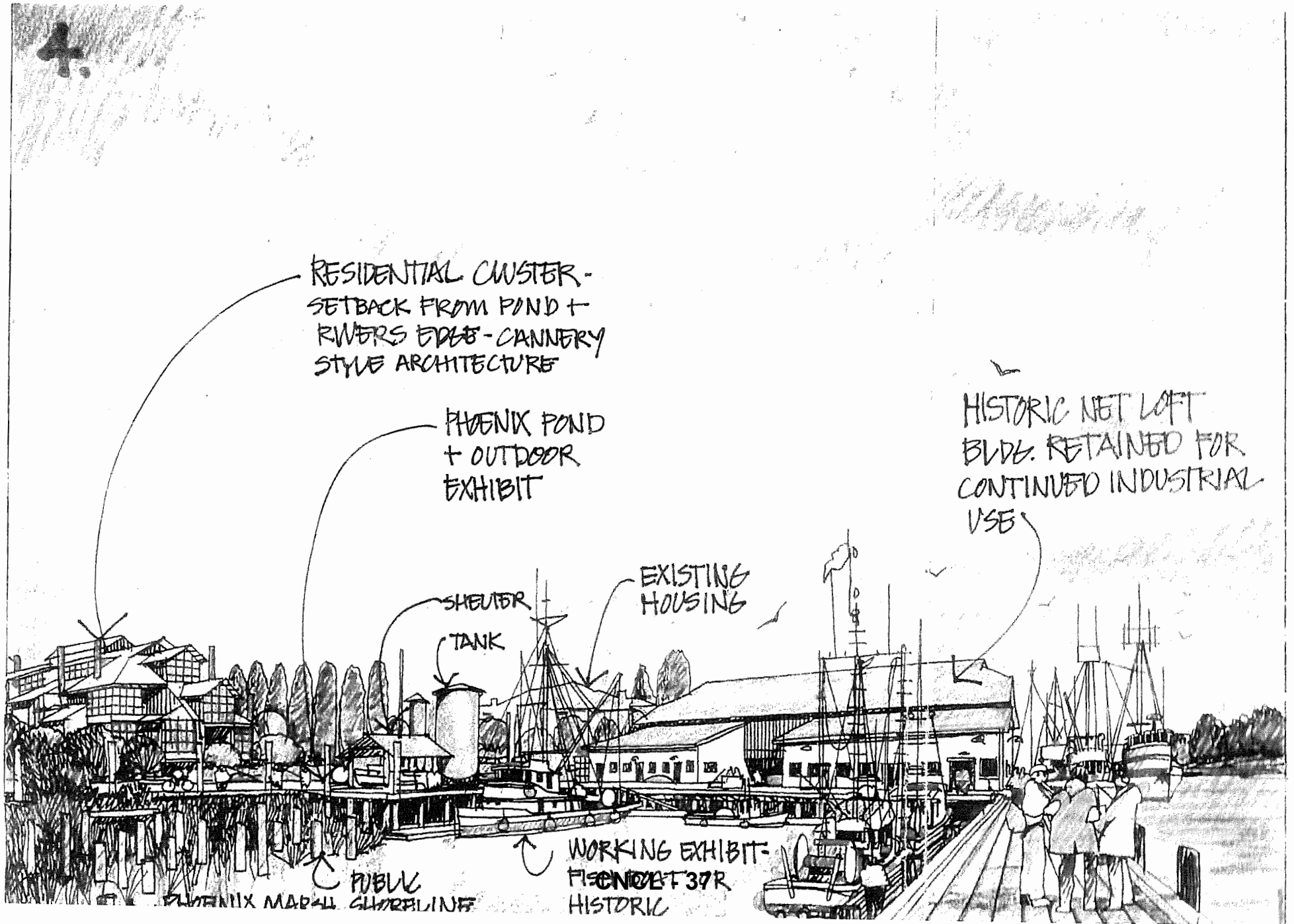
CNCL - 36

Rebuild Gillnet Pier + piles for 300' Phoenix float.

or  
 2 miles on 200' Phoenix float only



# Perspective Sketch - The Net Loft Basin



October 26, 2017

BOATINGBC

Councillor Harold Steves  
6911 No 3 Road  
Richmond, BC  
V6Y 2C1

Re: Access to waterways in British Columbia

Dear Councillor Steves,

On behalf of Boating BC, I am writing to share information and request your support to protect what is left of access points to waterways across British Columbia. Boating BC has been the voice of recreational boating in B.C. since 1957 and is comprised of over 300 member businesses from all sectors of our industry. Our mandate is to provide information and remove barriers for boaters and businesses while ensuring our waterways are both safe and accessible.

In British Columbia, recreational boating accounts for nearly \$1.3 billion of the province's GDP and supports nearly 17,000 jobs provincially. Across Canada, recreational boating contributes about \$5.6 billion to Canada's GDP. With 27,000 km of coastline and thousands of lakes and rivers, British Columbia is most definitively a maritime destination, and recreational boating remains an important part of the culture and economy in many communities including Victoria, Nanaimo, Kelowna and West Vancouver, just to name a few.

Over the past 10 years, as waterfront property prices have risen exponentially, we have seen an ongoing decline of boating access infrastructure. Marinas and public boat launches are being removed to make way for real estate developments and other community amenities, and where there are existing marinas, lease rates are increasing at nearly the same rate as land values. As a result, there are fewer and fewer safe public access points for domestic and visiting boaters to access waterways. The net effect of this trend is a decline in economic spin-off opportunities for local communities and, in some cases, an increase in safety risks as boaters are forced to travel longer distances to reach boat launches and go through dangerous waterways to reach their boating destination.

By way of example, the District of West Vancouver closed the Ambleside Boat launch in October, 2016 without explanation or an alternative access point. Since that time, boaters have been forced to launch in alternative communities – as far away as Sunset Marina, Cates Park or Vanier Park – and travel, unnecessarily, across shipping lanes or the more dangerous waters of Point Atkinson in order to enjoy the waters and fishing off of Ambleside.

In Nanaimo, the Nanaimo Port Authority, which manages leases on behalf of the federal government, has applied methodology resulting in foreshore lease rate increases between 60 and 125 per cent along Newcastle Channel. Such substantial increases would be extremely difficult for any business to absorb, and pose a significant threat to the affected marina operators.

These are just two of the many examples in relation to a concerning trend being played out across our province.

We are writing today to formally request that Council direct staff to do an inventory of existing boating infrastructure within your municipal boundaries, pass a motion that protects the remaining public boat launches in your community and to commission a study of existing private access points within your jurisdiction and incorporate those into your long-term community plans.

*By email: BOATINGBC@boatingbc.ca*

Unlike many other boating destinations in Canada and around the world, boating in B.C. is a year-round activity. Countless numbers of jobs are directly and indirectly related to the marine industry and there exists a strong connection between the tourism sector and ours.

Ensuring British Columbians and visitors have easy access to our waterways is critical for B.C. in order to prevent erosion of the industry, to continue to maintain recreational boating as a strong economic staple, and to uphold our maritime culture and boating lifestyle, which is central to who we are.

I would be happy to discuss this issue personally at any time or meet with you at your convenience. I can be reached at 250.893.0055 - I look forward to hearing from you.

Sincerely,



Don Prittie  
President  
Boating BC Association



## General Purposes Committee

Date: Monday, December 4, 2017

Place: Anderson Room  
Richmond City Hall

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

Call to Order: The Chair called the meeting to order at 4:02 p.m.

### MINUTES

It was moved and seconded

*That the minutes of the meeting of the General Purposes Committee held on November 20, 2017, be adopted as circulated.*

**CARRIED**

### MAYOR MALCOLM D. BRODIE

1. **MAJOR EVENTS COMMITTEE TERMS OF REFERENCE**  
(File Ref. No.)

The Chair spoke to continuing the work done by the Canada 150 Celebration Steering Committee and the suggestion was made to explore having a committee for major events on a continuing basis.

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

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It was moved and seconded

*That staff propose a terms of reference for a Major Events Committee.*

**CARRIED**

The Chair also noted that major events for 2018 have already been funded and an outline approved, however, that it could be adjusted and as a result, the following **referral motion** was introduced:

It was moved and seconded

*That staff outline the major events and concepts for the events planned for 2018 and report back.*

The question on the motion was not called as discussion ensued with regards to funding from sponsorships and reallocating the approved budget back into the Rate Stabilization Account if events are changed and the full amount is not utilized.

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

## ENGINEERING AND PUBLIC WORKS DIVISION

### 2. **FUEL PURCHASES AGREEMENT RE-ASSIGNMENT AND EXTENSION – BC PETROLEUM PRODUCTS BUYING GROUP**

(File Ref. No. 02-0665-01) (REDMS No. 5648334)

It was moved and seconded

(1) *That the City of Richmond's fuel purchases agreement through the BC Petroleum Products Buying Group consortium:*

(a) *be assigned to Parkland Fuel Corporation; and*

(b) *be extended to December 14, 2018;*

(2) *That the Chief Administrative Officer and General Manager, Engineering & Public Works, be authorized to negotiate and execute all necessary terms with Parkland Fuel Corporation under City of Vancouver Contract No. PS11122 for The Supply and Delivery of Gasoline, Diesel, 810-Diesel and Fuels; and*

(3) *That the City of Richmond participate in the regional consortium for the acquisition of gasoline and diesel fuel at the conclusion of the current fuel purchase agreement (commencing December 15, 2018).*

**CARRIED**

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**3. LIBRARY CULTURAL CENTRE CAPITAL RETROFIT PROJECT:  
FEDERATION OF CANADIAN MUNICIPALITIES CLIMATE  
INNOVATION PROGRAM**

(File Ref. No. 10-6125-05-01) (REDMS No. 5617093 v.12)

In response to questions from Committee, Levi Higgs, Corporate Energy Manager, clarified that \$450,000 has been allocated for the program from the 2017 Capital Program and that the grant would be used to offset approved project funds for Phase 1 of the project.

It was moved and seconded

- (1) That the application to the Federation of Canadian Municipalities Municipal Climate Innovation Program for up to \$1,000,000 in grant funding to support the deep energy and greenhouse gas emission reduction project planned for the Library Cultural Centre be endorsed;*
- (2) That, should the funding application be successful, the Chief Administrative Officer and the General Manager of Engineering and Public Works be authorized to execute the agreement with the FCM on behalf of the City of Richmond;*
- (3) That if the funding application is successful, the 2018-2022 Five Year Financial Plan Bylaw be adjusted accordingly; and*
- (4) That Richmond Federal Ministers of Parliament be advised of the City's FCM grant funding application.*

**CARRIED**

**COMMUNITY SAFETY DIVISION**

**4. CLOSED CIRCUIT TELEVISION (CCTV) FOR SIGNALIZED  
INTERSECTIONS IN RICHMOND**

(File Ref. No. 09-5000-01) (REDMS No. 5632725 v.7)

A replacement page to Attachment 2 of the staff report, containing a correction to the cost estimates of options 2 and 3, was distributed on table (attached to and forming a part of these minutes as Schedule 1.)

In response to queries from Committee, Will Ng, Superintendent, Officer in Charge, noted that this initiative will have cost recovery from fees collected, which is anticipated to result in a cost neutral OBI for ongoing expenses including a full time Insurance Disclosure clerk and the recommended system is based on what another municipality is currently using.

Cecilia Achiam, General Manager, Community Safety, clarified that the details of the Investing in Canada Program have not come out yet, however, staff intend to apply for the maximum amount applicable.

3.

## General Purposes Committee

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In response to further questions from Committee, Supt. Ng stated that (i) there are approximately 7000 accidents per year in Richmond, 88% of which occur at intersections, (ii) video evidence is the most compelling evidence and the video capture of vehicle incidents would result in a reduction of investigative and litigation time, (iii) the footage could also be utilized to provide information on a suspect's movement involving a crime, and (iv) installation at all 175 intersection is vital as gaps in video surveillance would not be as effective.

Discussion ensued in regards to the storage capacity of the proposed system and in response to queries from Committee, Supt. Ng noted that a 30 day retention period of high definition video has been budgeted. Staff was directed to examine the cost for retaining video for a period longer than 30 days.

Supt. Ng, in response to further questions from Committee, commented that (i) staff are researching the audit policies of other municipalities, (ii) the technology is at a good level of high definition to provide sufficient surveillance long-term, (iii) City employees at the RCMP office will manage the system, (iv) staff examined the possibility of utilizing existing traffic detection cameras however this would not meet the needs of the RCMP, and (v) access to video is regulated under Provincial FOI and privacy law which is under the authority of the Office of the Privacy Commissioner and individuals and RCMP must apply for access using standard procedure.

Discussion further took place regarding the possibility of raising the proposed fee structure for processing requests and as a result, the following **motion** was introduced:

It was moved and seconded

- (1) *That the report titled "Closed Circuit Television (CCTV) for Signalized Intersections in Richmond," dated October 31, 2017 from the OIC, Richmond RCMP, be received for information;*
- (2) *That the CCTV request at a capital cost of \$2,185,242 (Option 3) be submitted to the 2018 Capital budget process for Council consideration;*
- (3) *That the CCTV for Signalized Intersections Project be approved to seek additional funding from the Federal/ Provincial Investing in Canada Program and other appropriate senior government funding programs;*
- (4) *That if the senior government funding submission is approved, the Chief Administrative Officer and the General Manager, Community Safety be authorized to execute the agreement on behalf of the City of Richmond with the Government of Canada and/ or the Province of British Columbia;*



**General Purposes Committee**  
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- (5) *That if the funding application is successful, the grant received be used to replenish the City's funding source and the 2018-2022 Five Year Financial Plan Bylaw will be adjusted accordingly;*
- (6) *That Richmond MPs and MLAs be advised of the City's senior government submission; and*
- (7) *That, if the funding request for a Closed Circuit Television (CCTV) For Signalized Intersections in Richmond is approved as part of the budget, staff be directed to seek approval of the proposed system from the Office of the Information and Privacy Commissioner and to recommend a fee structure for processing requests.*

**CARRIED**

**5. UBCM COMMUNITY EMERGENCY PREPAREDNESS FUND**

(File Ref. No. 09-5126-01) (REDMS No. 5662048)

It was moved and seconded

- (1) *That the report titled "UBCM Community Emergency Preparedness Fund", dated November 17, 2017 from the General Manager, Community Safety be received for information;*
- (2) *That the application to the Union of British Columbia Municipalities Community Emergency Preparedness Fund for up to \$25,000 in grant funding to support Emergency Social Services for Emergency Programs be approved;*
- (3) *That the application to the Union of British Columbia Municipalities Community Emergency Preparedness Fund for up to \$25,000 in grant funding to support the Emergency Operations Centres & Training for Emergency Programs be approved;*
- (4) *That should the funding application be successful, the Chief Administrative Officer and the General Manager, Community Safety be authorized to execute the agreement on behalf of the City of Richmond with the UBCM; and*
- (5) *That if the funding application is successful, the 2018-2022 Five Year Financial Plan Bylaw be adjusted accordingly.*

**CARRIED**

**ADJOURNMENT**

It was moved and seconded

*That the meeting adjourn (4:45 p.m.).*

**CARRIED**

5.



**General Purposes Committee**  
**Monday, December 4, 2017**

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Certified a true and correct copy of the Minutes of the meeting of the General Purposes Committee of the Council of the City of Richmond held on Monday, December 4, 2017.

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Mayor Malcolm D. Brodie  
Chair

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Amanda Welby  
Legislative Services Coordinator

**Attachment 2: Cost Estimates of Options 2 and 3**Option 2 (Hybrid System)

## Capital Costs (One Time):

Initial purchase cost CCTV system	\$	1,500,750
Office construction and set up	\$	62,900
Central servers	\$	56,000
Software and licensing costs	\$	89,360
<b>Total Initial Capital Cost</b>	<b>\$</b>	<b>1,709,710</b>

## Annual Operating Costs:

Annual licensing costs	\$	13,404
One full time CCTV Video Clerk	\$	58,786
Cell phone and data plan costs	\$	600
Overtime costs	\$	4,725
<b>Total Operating Costs</b>	<b>\$</b>	<b>77,715</b>
<b>Estimated Revenue</b>	<b>\$</b>	<b>47,314</b>
<b>Total Tax Base Funded Cost Option 2</b>	<b>\$</b>	<b>30,201</b>

Option 3 (Full CCTV System)

## Capital Costs (One Time):

Initial purchase cost CCTV system	\$	2,013,750
Office construction and set up	\$	62,900
Central servers	\$	56,000
Software and licensing costs	\$	52,592
<b>Total Initial Capital Cost</b>	<b>\$</b>	<b>2,185,242</b>

## Annual Operating Costs:

Annual licensing costs	\$	7,889
One full time CCTV Video Clerk	\$	58,786
Cell phone and data plan costs	\$	600
Overtime costs	\$	4,725
<b>Total Operating Costs</b>	<b>\$</b>	<b>72,000</b>
<b>Estimated Revenue</b>	<b>\$</b>	<b>72,000</b>
<b>Total Tax Base Funded Cost Option 3</b>	<b>\$</b>	<b>0</b>



## Finance Committee

Date: Monday, December 4, 2017

Place: Anderson Room  
Richmond City Hall

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

Call to Order: The Chair called the meeting to order at 4:46 p.m.

### MINUTES

It was moved and seconded

*That the minutes of the meeting of the Finance Committee held on November 6, 2017, be adopted as circulated.*

**CARRIED**

### FINANCE AND CORPORATE SERVICES DIVISION

1. **2018 CAPITAL BUDGET**

(File Ref. No. 03-0985-01) (REDMS No. 5595928)

Andrew Nazareth, General Manager, Finance and Corporate Services, accompanied by Jerry Chong, Director, Finance, provided an overview of the 2018 Capital Budget.

Discussion took place in regards to parkland acquisition and staff were directed to provide information on sites in consideration and the status of acquisition prior to the next Council meeting.

**Finance Committee**  
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Mr. Nazareth and Mr. Chong then commented that the City goes through a comprehensive review of capital projects where stakeholders can submit proposals starting in June and that each project aligns with Council priorities and the Long Term Financial Management Strategy.

In response to queries from Committee in regards to the Pilot Sewer Grease and Heat Recovery Facility project, Robert Gonzalez, Deputy CAO and General Manager, Engineering and Public Works, offered the following comments:

- it is a pilot project that includes land acquisition for the installation of a pilot facility and if approved, staff would conduct a more technical analysis;
- the project would be conducted in conjunction with a number of companies at the leading edge of grease reuse and recycling technology;
- the City currently spends approximately \$400,000 a year on grease management and that repairs add significant additional costs when required;
- the Sanitary Pump Station and Forcemain Assessment, Upgrade and Grease Management project is similar to this as part of the same program and is meant as a multi-pronged approach to dealing with the grease issue; and
- staff are reviewing the possibility of cost recovery.

Discussion took place in regards to the proposed works for the Phoenix Net Loft and it was queried whether the funds could benefit other projects as it is a significant amount. In response, Jim Young, Senior Manager Capital Buildings Project Development, advised that the anticipated cost is an estimate and if approved, the funding would preserve the building's sub-structure thereby stabilizing it. Also, staff remarked that the project received a high ranking following evaluation, and a detailed staff report including potential programming options for the building is forthcoming.

Committee directed staff to provide historical information regarding funds approved for the restoration of the Phoenix Net Loft.

It was moved and seconded

- (1) ***That the 2018 Capital Budget totalling \$160,064,190 be approved and staff be authorized to commence the 2018 Capital Projects; and***
- (2) ***That the 2018 Capital Budget totalling \$160,064,190 and the 2019 - 2022 Capital Projects be included in the 5 Year Financial Plan (2018 - 2022).***

**CARRIED**  
Opposed: Cllr. Day

**Finance Committee**  
**Monday, December 4, 2017**

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**2. 2018 PROPOSED OPERATING BUDGET**

(File Ref. No. 03-0985-01) (REDMS No. 5485687)

*Councillor Au left the meeting (5:58 p.m.) and returned (6:01 p.m.).*

Discussion took place regarding the Emergency Program Neighbourhood Preparedness Program Assistant and Expanded Senior Services at the Richmond Public Library and the rationale behind why these additional level requests were not recommended as they each engage and benefit the community.

*Councillor Steves left the meeting (6:22 p.m.) and returned (6:26 p.m.).*

It was moved and seconded

**(1) That the 2018 Operating Budget as presented in Option 2 of the staff report titled "2018 Proposed Operating Budget" be approved as follows:**

- (a) A same level of service budget increase of \$3,881,300 with a tax increase of 1.88%, before additional levels of service be approved;**
- (b) Operating budget impact of the 2018 Capital Projects totalling \$618,580 with a tax increase of 0.30% be approved;**
- (c) City-wide additional levels as presented in Attachment 9 of the staff report titled "2018 Proposed Operating Budget" in the amount of \$247,661 with a tax increase of 0.12% be approved;**
- (d) Ongoing additional levels for the operating costs of 16 additional RCMP Officers and 3 municipal employees to support the RCMP detachment in the amount of \$2,276,483 with a tax increase of 1.10% be approved;**
- (e) The Rate Stabilization Account be used to pay for the operating costs of the 16 additional RCMP Officers and 3 municipal employees to support the RCMP detachment for a total of \$2,276,483, resulting in a tax decrease of 1.10% be approved;**
- (f) The Capital and one-time costs for the additional 16 RCMP Officers and 3 municipal employees to support the RCMP detachment for a total of \$290,675 be approved;**
- (g) The Rate Stabilization Account be used to pay for the Capital and one-time costs for the additional 16 RCMP officers and 3 municipal employees to support the RCMP detachment for a total of \$290,675 be approved; and**

**Finance Committee**  
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- (h) *1.00% transfer to reserves for community facilities infrastructure needs as per Council's Long Term Financial Management Strategy in the amount of \$2,064,900 with a tax increase of 1.00% be approved;*
- (2) *That the overall tax increase of 2.30% and the additional 1.00% transfer to reserves, which is in accordance with Council's Long Term Financial Management Strategy policy to limit tax increase to CPI plus 1% transfer to reserves be approved; and*
- (3) *That the Operating Budget as detailed above be included in the 5 Year Financial Plan (2018-2022).*

The question on the motion was not called as discussion ensued with regards to amending the transfer to reserves and as a result, the following **amendment** was introduced:

It was moved and seconded

*That the transfer to reserves be reduced to 0.5%.*

The question on the amendment motion was not called as discussion ensued with regards to considering additional amendments prior to voting on reducing the transfer to reserves. As a result, there was agreement by Committee to **table** the amendment until further amendments to the main motion had been considered.

The following **amendment** was introduced:

It was moved and seconded

*That the following be added to Part (1) as (i):*

*The ongoing additional levels for the Emergency Program Neighbourhood Preparedness Program Assistant (\$100,125) and the Richmond Public Library – Expand Senior Services (\$203,004) for a total of \$303,129 be approved.*

**CARRIED**

Opposed: Cllrs. Day

Johnston

Loo

Steves

A motion was introduced to add the additional level expenditure request for the Richmond Fire-Rescue Vehicle and Equipment Repair and Replacement but failed to receive a seconder.

Discussion further took place on utilizing the Rate Stabilization Account as opposed to a tax increase of 0.15% for the additional funding for the Emergency Program Neighbourhood Preparedness Program Assistant and the Richmond Public Library Expanded Senior Services, which would result in a 0% tax increase in 2018.

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In response to queries from Committee, Mr. Nazareth noted that the current balance of the Rate Stabilization Account is approximately \$20 million.

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

It was moved and seconded

*That Part (1)(i) be further amended to read as follows:*

*The ongoing additional levels for the Emergency Program Neighbourhood Preparedness Program Assistant (\$100,125) and the Richmond Public Library – Expand Senior Services (\$203,004) for a total of \$303,129 be approved and that the Rate Stabilization Account be used to pay for those additional levels.*

**CARRIED**

Opposed: Mayor Brodie  
Cllr. Loo

Discussion further took place and as a result the following **amendment** was introduced:

It was moved and seconded

- (1) *That the Rate Stabilization Account be used to pay for half of the operating costs of the 16 additional RCMP Officers and 3 municipal employees; and*
- (2) *That the Rate Stabilization Account not be used to pay for the Capital and one-time costs for the additional 16 RCMP officers and 3 municipal employees.*

**DEFEATED**

Opposed: Mayor Brodie  
Cllrs. Au  
Dang  
Day  
Johnston  
McNulty  
McPhail  
Steves

The amendment relating to Part (1)(h) – the transfer to reserves – was **lifted** from the table.

Discussion took place and Committee commented on the City's practice to transfer funds to reserves annually and it was noted that a review of the City's Long Term Financial Management Strategy would be prudent.

Also, discussion ensued regarding the allocation of Gaming Revenue, and staff was directed to provide Council with a detailed breakdown of Table 1 of the staff report titled "2018 Proposed Operating Budget."



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The question on the amendment motion,

***That the transfer to reserves be reduced to 0.5%.***

was then called and it was **DEFEATED** with Mayor Brodie and Cllrs. Dang, Johnston, Loo, McNulty, McPhail, and Steves opposed.

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

(1) *That the 2018 Operating Budget as presented in Option 2 of the staff report titled "2018 Proposed Operating Budget" be approved as follows:*

- (a) *A same level of service budget increase of \$3,881,300 with a tax increase of 1.88%, before additional levels of service be approved;*
- (b) *Operating budget impact of the 2018 Capital Projects totalling \$618,580 with a tax increase of 0.30% be approved;*
- (c) *City-wide additional levels as presented in Attachment 9 of the staff report titled "2018 Proposed Operating Budget" in the amount of \$247,661 with a tax increase of 0.12% be approved;*
- (d) *Ongoing additional levels for the operating costs of 16 additional RCMP Officers and 3 municipal employees to support the RCMP detachment in the amount of \$2,276,483 with a tax increase of 1.10% be approved;*
- (e) *The Rate Stabilization Account be used to pay for the operating costs of the 16 additional RCMP Officers and 3 municipal employees to support the RCMP detachment for a total of \$2,276,483, resulting in a tax decrease of 1.10% be approved;*
- (f) *The Capital and one-time costs for the additional 16 RCMP Officers and 3 municipal employees to support the RCMP detachment for a total of \$290,675 be approved;*
- (g) *The Rate Stabilization Account be used to pay for the Capital and one-time costs for the additional 16 RCMP officers and 3 municipal employees to support the RCMP detachment for a total of \$290,675 be approved; and*
- (h) *1.00% transfer to reserves for community facilities infrastructure needs as per Council's Long Term Financial Management Strategy in the amount of \$2,064,900 with a tax increase of 1.00% be approved;*
- (i) *The ongoing additional levels for the Emergency Program Neighbourhood Preparedness Program Assistant (\$100,125) and the Richmond Public Library – Expand Senior Services (\$203,004) for a total of \$303,129 be approved and that the Rate Stabilization Account be used to pay for those additional levels;*

6.



**Finance Committee**  
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- (2) *That the overall tax increase of 2.30% and the additional 1.00% transfer to reserves, which is in accordance with Council's Long Term Financial Management Strategy policy to limit tax increase to CPI plus 1% transfer to reserves be approved; and*
- (3) *That the Operating Budget as detailed above be included in the 5 Year Financial Plan (2018-2022).*

was then called and it was **CARRIED** with Cllrs. Au and Day opposed.

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

*That staff conduct an analysis on the Long Term Financial Management Strategy, specifically examining the need for the 1% transfer to reserves going forward.*

**CARRIED**

Opposed: Cllr. Loo

**3. 2018 ONE-TIME EXPENDITURES**

(File Ref. No. 03-0985-01) (REDMS No. 5589738)

In response to questions from Committee, Jane Fernyhough, Director, Arts, Culture and Heritage Services, clarified that once one-time funding for additional levels of service has been exhausted, the base operating budget for the Steveston Heritage facilities would provide the same level of service from 2016. Ms. Fernyhough further clarified that this would result in reduced operating hours from 2017.

*Councillor Day left the meeting (7:03 p.m.) and returned (7:04 p.m.).*

It was moved and seconded

*That the recommended one-time expenditures totalling \$1,449,774 as outlined in Attachment 1 of the staff report titled "2018 One-Time Expenditures," be approved and included in the 5 Year Financial Plan (2018 – 2022).*

The question on the motion was not called as discussion took place in regards to maintaining the enhanced hours and programming for the Steveston Heritage sites and as a result of the discussion, the following **amendment** was introduced:

It was moved and seconded

- (1) *That the request for "Enhanced Hours and Programming for Steveston Heritage Sites: Britannia, Tram, Steveston Museum" totalling \$303,093 be approved and included in the 5 Year Financial Plan (2018-2022); and*
- (2) *That the matter of Enhanced Hours and Programming be reviewed by the end of April 2018.*

**Finance Committee**  
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The question on the amendment motion was not called as staff were directed to provide visitor information on the Steveston Heritage sites prior to the next Council meeting. The question was then called and it was **CARRIED** with Cllrs. Au, Johnston, and Loo opposed.

The question on the main motion as amended was then called and it was **CARRIED** with Cllrs. Johnston and Loo opposed.

4. **2018 COUNCIL COMMUNITY INITIATIVES ONE-TIME EXPENDITURES**

(File Ref. No. 03-0985-01) (REDMS No. 5589826 v. 2)

The Chair noted that the staff report details a recommended motion should Council decide to approve the request outlined in the report and as a result the following **motion** was introduced:

It was moved and seconded

*That the one-time expenditure request as outlined in Attachment 1 of the 2018 Council Community Initiative One-Time Expenditures staff report be approved for funding from the Council Community Initiatives Account and included in the 5 Year Financial Plan (2018-2022).*

**CARRIED**

**LULU ISLAND ENERGY COMPANY**

5. **2018 OPERATING BUDGET FOR THE LULU ISLAND ENERGY COMPANY**

(File Ref. No. 10-6600-10-01) (REDMS No. 5653478 v. 3)

It was moved and seconded

*That the Lulu Island Energy Company report titled "2018 Operating Budget for the Lulu Island Energy Company" dated November 8, 2017 from the Chief Executive Officer and Chief Financial Officer, Lulu Island Energy Company, be received for information.*

The question on the motion was not called as in response to queries from Committee, staff clarified that the operation of Lulu Island Energy Company as a Government Business Enterprise would not change the corporate structure and would provide further transparency.

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

**ADJOURNMENT**

**Finance Committee**  
**Monday, December 4, 2017**

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It was moved and seconded

*That the meeting adjourn (7:19 p.m.).*

**CARRIED**

Certified a true and correct copy of the Minutes of the meeting of the Finance Committee of the Council of the City of Richmond held on Monday, December 4, 2017.

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Mayor Malcolm D. Brodie  
Chair

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Amanda Welby  
Legislative Services Coordinator



## Planning Committee

Date: Tuesday, December 5, 2017

Place: Anderson Room  
Richmond City Hall

Present: Councillor Linda McPhail, Chair  
Councillor Bill McNulty  
Councillor Chak Au (entered at 4:01 p.m.)  
Councillor Alexa Loo

Absent: Councillor Harold Steves

Also Present: Councillor Carol Day (entered at 4:02 p.m.)

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

### AGENDA ADDITIONS

It was moved and seconded  
*That Small Businesses be considered as Item No. 4A.*

**CARRIED**

### MINUTES

It was moved and seconded  
*That the minutes of the meeting of the Planning Committee held on November 21, 2017, be adopted as circulated.*

**CARRIED**

### NEXT COMMITTEE MEETING DATE

December 19, 2017, (tentative date) at 4:00 p.m. in the Anderson Room

*Cllr. Au entered the meeting (4:01 p.m.).*

**Planning Committee**  
**Tuesday, December 5, 2017**

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*Cllr. Day entered the meeting (4:02 p.m.).*

**PLANNING AND DEVELOPMENT DIVISION**

**1. APPLICATION BY BENE (NO. 3) ROAD DEVELOPMENT LTD. FOR REZONING OF THE PROPERTY AT 4700 NO.3 ROAD FROM THE "AUTO-ORIENTED COMMERCIAL (CA)" ZONE TO A NEW "HIGH RISE OFFICE COMMERCIAL (ZC44)- ABERDEEN VILLAGE" ZONE**

(File Ref. No. 12-8060-20-009215; RZ 14-672055) (REDMS No. 5630259 v. 2)

Sara Badyal, Planner 2, reviewed the application, highlighting that (i) the proposed office building is 10 storeys with the first two stories allocated for commercial uses, (ii) a legal agreement will be registered on-title to prohibit subdivision of the office space and (iii) a cash-in-lieu contribution towards community amenities is recommended by staff.

Discussion ensued with regard to (i) the proposed building height and potential constraints to massing, (ii) the site's proximity to transit, (iii) the proposed on-site tandem parking, and (iv) the proposed building's architectural form and character.

In reply to queries from Committee, staff noted that the proposed building's height complies with the City's aeronautical zoning regulations, and that enhancement of the development's architectural design can be considered at the Development Permit process.

It was moved and seconded

**(1) That Official Community Plan Bylaw 7100, Amendment Bylaw 9215, to amend the Schedule 2.10 (City Centre Area Plan) by:**

**(a) amending the Overlay Boundary - Village Centre Bonus Map (2031) to allow for an additional 0.5 FAR Village Centre Bonus on the subject site; and**

**(b) amending the Aberdeen Village – Detailed Transect Descriptions to allow for an additional 0.5 FAR Village Centre Bonus on the subject site;**

***be introduced and given first reading;***

**(2) That Bylaw 9215, having been considered in conjunction with:**

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

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

***is hereby found to be consistent with said program and plans, in accordance with Section 477(3)(a) of the Local Government Act;***

**Planning Committee**  
**Tuesday, December 5, 2017**

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- (3) *That Bylaw 9215, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, is hereby found not to require further consultation; and*
- (4) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 9216, for the creation of a new "High Rise Office Commercial (ZC44) – Aberdeen Village" zone and for the rezoning of 4700 No. 3 Road from the "Auto-Oriented Commercial (CA)" zone to the new "High Rise Office Commercial (ZC44) – Aberdeen Village" zone, be introduced and given first reading.*

**CARRIED**

**2. APPLICATION BY RAV BAINS FOR REZONING AT 9071 DAYTON AVENUE FROM THE "SINGLE DETACHED (RS1/B)" ZONE TO THE "SINGLE DETACHED (RS2/K)" ZONE**

(File Ref. No. 12-8060-20-009790; RZ 17-784715) (REDMS No. 5642763)

Jordan Rockerbie, Planning Technician, reviewed the application, noting that secondary suites are proposed for each new lot.

It was moved and seconded

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 9790, for the rezoning of 9071 Dayton Avenue from the "Single Detached (RS1/B)" zone to the "Single Detached (RS2/K)" zone, be introduced and given first reading.*

**CARRIED**

**3. AMENDMENTS TO RICHMOND ZONING BYLAW 8500 TO IMPLEMENT 2017 AFFORDABLE HOUSING REQUIREMENTS**

(File Ref. No. 08-4057-05) (REDMS No. 5647136 v. 5)

Discussion took place on clarifying the requirements for built affordable housing units in townhouse developments for the public. Staff noted that built low-end market units are required for apartment developments with 60 units or greater; however built affordable housing units are not required for townhouse developments. Staff further clarified that under the City's Arterial Road Policy, certain townhouse projects can provide affordable housing units in exchange for additional density.

It was moved and seconded

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 9760, to update the affordable housing contribution rates and requirements for residential zones, and to increase the density bonus provision for the Downtown Commercial 1 (CDT1) zone, be introduced and given first reading.*

**CARRIED**

**Planning Committee**  
**Tuesday, December 5, 2017**

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**4. PROPOSED OFFICIAL COMMUNITY PLAN/CITY CENTRE AREA PLAN AMENDMENT, LANDSDOWNE SHOPPING CENTRE MASTER LAND USE PLAN – REQUEST TO ENDORSE APPLICANT LED PUBLIC CONSULTATION**

(File Ref. No. CP 15-717017) (REDMS No. 5625826 v. 7)

With the aid of a PowerPoint presentation (copy on-file, City Clerk's Office), Diana Nikolic, Senior Planner/Urban Design, reviewed the proposal and, noted the following:

- the applicant is proposing to redevelop in phases;
- no additional density is proposed and the proposed mix of residential and non-residential uses is consistent with the City Centre Area Plan (CCAP);
- the greatest density, building height and mixed uses will be on the western one-third of the subject site, within walking distance from the Canada Line;
- the proposal will include various forms of public open spaces including (i) a civic plaza on the corner of No. 3 Road and Landsdowne Road, (ii) a large central park, (iii) a linear park extending on Landsdowne Road, and (iv) and a smaller park near Kwantlen Polytechnic University;
- improvements to the road, cycling and pedestrian networks are proposed;
- the community consultation plan will be managed by staff and will be undertaken by the applicant and will include an information centre in Landsdowne Mall, public open houses, stakeholder consultation and input through Let's Talk Richmond;
- staff anticipate that public consultation will take place between December 2017 and April 2018; and
- staff will provide a report to Council on the feedback received.

Discussion ensued with regard to (i) the proposed location of the civic space, (ii) the potential for additional public consultation opportunities, (iii) the review of parks space in the city centre area, (iv) the potential population and demographics of the redeveloped area, and (v) the potential height of buildings and the density of the proposed redevelopment.

**Planning Committee**  
**Tuesday, December 5, 2017**

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In reply to queries from Committee, Wayne Craig, Director, Development, noted that (i) area residents will be notified of the consultation process via mail notices and newspaper advertisements, (ii) the proposed location of the civic plaza is in proximity to the Canada Line, (iii) uses of the proposed community amenity have not been identified, and (iv) there will be separate opportunities for public consultation on the proposed parks and the community amenity space building.

Discussion ensued with regard to the park space on the site and potential City amenity space options, and as a result the following **referral motion** was introduced:

It was moved and seconded

***That staff, in relation to the proposed Lansdowne Shopping Centre Master Land Use Plan:***

- (1) examine the proposed parks, civic plaza and linear green space area in terms of benefits for use by the community and how the on-site park space relates to the City Centre Park plans; and***
- (2) identify potential options for the proposed community amenity space; and report back.***

**CARRIED**

It was moved and seconded

***That staff be authorized to manage an applicant undertaken community consultation process regarding the Proposed Master Land Use Plan for the Lansdowne Centre shopping centre site.***

**CARRIED**

**4A. SMALL BUSINESSES**  
(File Ref. No.)

Discussion ensued regarding (i) the lease rates of redeveloped commercial space, (ii) availability of commercial space in the city centre, and (iii) options to assist small businesses relocate to another site in the city when they are required to relocate as a result of redevelopment.

In reply to queries from Committee, Joe Erceg, General Manager, Planning and Development, noted that there is sufficient capacity to grow employment and businesses with the population.

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

It was moved and seconded

***That Economic Development staff look at the issue of relocation of small businesses displaced by redevelopment and report back.***

**CARRIED**



**Planning Committee**  
**Tuesday, December 5, 2017**

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5. **MANAGER'S REPORT**

(i) ***Meeting with the Agricultural Land Commission Regarding the No. 5 Road Backlands and the Non-Farm Use Application on the Former Mylora Site.***

Mr. Craig noted that staff will be meeting with the Agricultural Land Commission to discuss the No. 5 Road Backlands and the Non-Farm Use Application on the former Mylora Site on December 7, 2017, and Council will be updated on the matter.

A map of the No. 5 Road Backlands was distributed (attached to and forming part of these minutes as Schedule 1), and discussion ensued with regard to creating an agricultural green zone within the Backlands.

In reply to queries from Committee, Mr. Craig noted that policies to designate the back portions of the Backlands beyond the front 110 metres for agricultural uses are already embedded in the Official Community Plan.

(ii) ***Solar Power Subdivision***

Mr. Craig noted that a proposed single-family subdivision on the corner of Moncton Street and Trites Road will feature rooftop solar panels and will be connected to BC Hydro's metering program. He added that staff will provide more details on the project and will schedule a site tour for Council in 2018.

**ADJOURNMENT**

It was moved and seconded  
***That the meeting adjourn (5:00 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, December 5,  
2017.

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Councillor Linda McPhail  
Chair

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Evangel Biason  
Legislative Services Coordinator

Schedule 1 to the Minutes of the Planning Committee meeting of Richmond City Council held on Tuesday, December 5, 2017.

The Gardens  
12 acres





# City of Richmond

## Report to Committee

**To:** Parks, Recreation and Cultural Services  
Committee

**From:** Kim Somerville  
Manager, Community Social Development

**Date:** November 8, 2017

**File:** 07-3425-02/2017-Vol  
01

**Re:** 2015-2020 Youth Service Plan: 2015-2016 Update

### Staff Recommendation

1. That the staff report titled "2015-2020 Youth Service Plan: 2015-2016 Update" dated November 8, 2017 from the Manager of Community Social Development, be received for information; and
2. That the 2015-2020 Youth Service Plan: 2015-2016 Update be distributed to key stakeholders and posted on the City website.

Kim Somerville  
Manager, Community Social Development  
(604-247-4671)

Att. 1

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Arts, Culture & Heritage Parks & Recreation Services	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	
<b>REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE</b>	<b>INITIALS:</b> CS	<b>APPROVED BY CAO</b> 

## Staff Report

### Origin

The City, Community Associations and a host of other community organizations have a long history of responding to the needs and aspirations of youth. By working together, programs and services are provided that connect youth to the community, enhance their resiliency to face challenges and enable them to live healthy lives.

The 2015-2020 Youth Service Plan: Where Youth Thrive, provides a road map to help the City and its community partners create an environment that generates opportunities for Richmond's youth to have a safe and healthy journey into adulthood.

The Youth Service Plan Vision is:

*For Richmond to be the best place in North America to raise children and youth.*

The plan is organized around three key goals, nine themes and a number of actions which help to provide a guiding framework to support the development and delivery of programs and services that help youth thrive. This report highlights 2015-2016 achievements from the 2015-2020 Youth Service Plan to Council for information (Attachment 1).

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

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

2.2. *Effective social service networks.*

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.*

This report supports the Social Development Strategy Direction #4: Help Richmond's Children, Youth and Families Thrive:

*Action 13 – Monitor and update the Youth Service Plan, striving to create an environment that generates opportunities for Richmond's youth to have a safe and healthy journey into adulthood.*



This report also supports the 2015-2020 Youth Service Plan Theme #9: Tracking the Progress and Reporting to Community.

*Action 9.2 – Annually monitor and report on the accomplishments from the Youth Service Plan.*

## **Analysis**

The 2015-2020 Youth Service Plan: 2015-2016 Update highlights achievements in program and service delivery that address the plan's short-term and ongoing actions.

The City and the Community Associations continue to see success in expanding opportunities for youth, bridging services for vulnerable youth and collaboration with other youth serving organizations. This has resulted in the development of many unique programs and opportunities for young people in Richmond. Some of these opportunities include: the creation of a new program for youth with cognitive delays and social impairments; the U-ROC Awards held annually to recognize youth and adults who support youth; and the creation of the \$19 Summer Swim and Skate pass for youth.

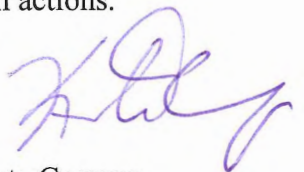
Through these initiatives and many other opportunities, youth are able to build Developmental Assets which are essential in their healthy growth and development so that they can make wise decisions, choose positive paths and grow into competent, caring and responsible adults.

## **Financial Impact**

None.

## **Conclusion**

The City continues to work diligently to understand and meet the ever-changing needs of its youth population. The 2015-2020 Youth Service Plan: 2015-2016 Update highlights a variety of achievements made through the actions of the City, Community Associations and other youth serving organizations toward creating a community where youth have the potential to thrive. Future reports will continue to inform Council about the City's progress in implementing the 2015-2020 Youth Service Plan, with particular emphasis on its ongoing, medium term and long term actions.



Krista Germyn  
Coordinator, Youth Services  
(604-276-4110)

Att. 1: Youth Service Plan 2015-2016 Update

City of Richmond

# Youth Service Plan: Where Youth Thrive 2015-2016 Update

Community Social Development Department







## Introduction

The City of Richmond has a long history of responding to the needs and aspirations of youth. The 2015-2020 Youth Service Plan has acted as a road map to build on that history of responsiveness.

The Youth Service Plan was developed following extensive consultations with youth and community stakeholders in 2013 and 2014 and was built on the foundation of the previous Youth Service Plan (2008-2012). The Youth Service Plan has proven to be an invaluable resource in guiding the City's programs and services for young people.

Community Services has taken a lead role in implementing the Youth Service Plan and works collaboratively with its Community Associations and other youth serving organizations to ensure that young people have a safe and healthy journey into adulthood. Youth deserve to reach adulthood equipped with the necessary knowledge, skills and social connections to make informed decisions about their lives.

The 2015-2016 Youth Service Plan Update highlights the achievements and progress made toward the ongoing and short term actions identified in the 2015-2020 Youth Service Plan. During the first two years of Youth Service Plan implementation, Richmond youth engaged in a wide variety of quality programs and services that provided opportunities to develop the assets necessary for young people to thrive.

This report lists the goals, themes and objectives from the Youth Service Plan and details the corresponding achievements and progress made over the first two years of the plan's implementation.

### Guiding Principles for Implementation

The following guiding principles will aid in decision-making and prioritization for implementation of the actions identified in the 2015-2020 Youth Service Plan:

- The action addresses a recognized need and is compatible with the City Vision, Council Term Goals and the Corporate Plan.
- The action contributes to the City's Social Development Strategy and Parks, Recreation and Cultural Services Master Plan's objectives.
- The action provides opportunities for leveraged funding and/or strategic partnerships.
- There is a strong likelihood of success for pursuing the action.
- There are existing resources to pursue the action or the need for adequate resources will be assessed on a cost-benefit basis and allocated accordingly.
- The action builds on and enhances the social capital of youth, contributes to social infrastructure, develops assets and promotes community engagement.

## The Youth Service Plan

The Youth Service Plan is organized around a vision with three key goals and nine themes. Each theme is linked to the external and internal developmental assets that it aims to help build within youth. The 40 Developmental Assets are qualities adolescents need to make wise decisions, choose healthy paths and transition positively into adulthood (see Appendix A). Actions are also suggested under each theme which aim to address the challenges and gaps that were identified by youth and stakeholders during the development of the Youth Service Plan (see Appendix B).

The Youth Service Plan vision is:

*"For Richmond to be the best place in North America to raise children and youth."*

The goals and themes of the Youth Service Plan are:

## Who is responsible for implementation?

Many individuals and groups contribute to achieving the actions set out in the Youth Service Plan. The following information defines their roles:

### Youth Services Coordinator

The Youth Services Coordinator is employed by the City of Richmond and acts as a resource to internal staff and external community partners on youth matters, including working with other City departments for planning and facility development that meets the needs of youth in Richmond. The Youth Services Coordinator collaborates with others on initiatives, activities and events that achieve the actions set out in the Youth Service Plan.

### GOAL 1

Building Youth Assets Through Engagement & Partnerships

Theme 1: Youth Asset Development  
Theme 2: Youth Engagement, Leadership and Empowerment  
Theme 3: Collaboration with Community Partners

### GOAL 2

Expanding Opportunities for Youth

Theme 4: Youth Program Development and Delivery  
Theme 5: Bridging Services for Vulnerable Youth  
Theme 6: Safe and Social Spaces for Youth

### GOAL 3

Improving Quality of Youth Services

Theme 7: Moving Towards Standards  
Theme 8: Marketing and Communication  
Theme 9: Tracking the Progress and Reporting to Community



### Youth Services – Youth Outreach Workers

As part of the Roving Leader Program, the Youth Outreach Workers build mentor relationships with youth who are identified as being low in assets. They create programs and events to meet the individual needs and interests of youth. The Youth Outreach Workers are City staff and are supervised by the Youth Services Coordinator.

### Youth Development Coordinators

Youth Development Coordinators develop programs and services for youth within their community centres. Additionally, they lead activities, programs and events and supervise Youth Development Leaders. Youth Development Coordinators are supervised by City staff within their facility however, each Youth Development Coordinator is employed by a Community Association.

### Youth Development Leaders

Youth Development Leaders are program staff within community centres. They lead and supervise youth programs under the direction of their supervisor and are also employed by a Community Association.

### Arts Services – Youth Outreach Workers

These Youth Outreach Workers are located in the Media Lab at the Richmond Cultural Centre. These specialized workers build relationships with youth through the Richmond Youth Media Program and lead activities in the Media Lab that help youth build media arts skills. They are contracted by the City and supervised by City staff.

The above mentioned staff are considered the “Youth Staff” or “Youth Team” within the City of Richmond. It is important to note that there are many other staff that deliver valuable services to youth, but they are not specifically identified as youth workers. These staff work in the Arts, Arenas, Aquatics, Heritage, Fitness, Parks, Volunteer Services, and the Richmond Oval.

### Community Associations

The City of Richmond works collaboratively with eight Community Associations who deliver programs and services at the City's nine Community Centres and across the City. Youth Development Coordinators are employed at six of the larger community centres and Youth Development Leaders are employed at all eight facilities.

#### Richmond Community Associations

City Centre Community Association  
East Richmond Community Association  
Hamilton Community Association  
Sea Island Community Association  
South Arm Community Association  
Steveston Community Association  
Thompson Community Association  
West Richmond Community Association

### Community Partner Organizations

Community partner organizations include any youth-serving organization that works with Richmond youth. These partners include the Richmond Youth Service Agency, Richmond Addiction Services, Touchstone Family Association, Chimo, Vancouver Coastal Health, the Richmond School District, the Ministry of Children and Family Development, RCMP, Richmond Public Library, community sports teams such as the Kajaks Track and Field Club and many others.



CNCL - 70



## GOAL 1

## Building Youth Assets Through Engagement & Partnerships

### Theme 1: Youth Asset Development

Asset development is a key element underpinning the Youth Service Plan.

#### All External and Internal Developmental Assets

**Objective:** The 40 Developmental Asset framework provides a shared vision and language to guide practice and decision-making. Community Services, in collaboration with various community partners, will ensure common understanding of the 40 Developmental Asset framework in youth programming. Youth will be aware of how their participation influences their asset development. The community, as a whole, will also have an awareness of the principles of developmental asset-building and its role in collectively increasing the assets of Richmond youth.

More information about the 40 Developmental Assets can be found in Appendix A.

#### 40 Developmental Assets

Research shows that the 40 Developmental Assets, developed by the Search Institute of Minnesota, act as essential building blocks for adolescents to make wise decisions, choose positive paths and grow into competent, caring, and responsible adults. These building blocks are made up of Assets that are internal and external to the individual youth.



#### Youth Street Team

The 40 Developmental Assets are at the core of Youth Services and through actions in the Youth Service Plan this framework is intentionally becoming more visible in programs and services. The City of Richmond Youth Street Team is comprised of volunteers who are trained on the 40 Developmental Asset philosophy. They attend community events during the summer, promoting the Assets and positive youth culture through games and age appropriate marketing tools. In 2016, the Street Team training was updated to more clearly communicate the Assets to the volunteer team members. Additionally, new marketing materials were created to enhance the promotion of the Assets to the community.



### The Roving Leader Program

The Roving Leader Program is the youth outreach program for Youth Services. Two Youth Outreach Workers build mentor relationships with disconnected youth in an effort to help build youth's developmental assets through discovering their interests and connecting to the community. A review of the program began in 2016 which produced recommendations to help the program best utilize resources, improve administrative processes and better meet the needs of today's youth.

## Theme 2: Youth Engagement, Leadership and Empowerment

**Engaged and empowered youth are the leaders of today and tomorrow.**

**External Developmental Assets:** Support & Empowerment

**Internal Developmental Assets:** Positive Values, Social Competencies & Positive Identity

**Objective:** Community Services values Richmond youth as contributing members of our society and recognizes the importance of youth being involved in

the decisions that affect them. Richmond youth will be connected to opportunities to provide direct input in decision-making, to collaborate with adults and their peers and to be involved in meaningful volunteer experiences with the City of Richmond and the community. Empowered youth know that they are valued by society and this helps them create positive views of themselves and develop social competencies required to succeed in life.

### Trusting Relationships

Trusting relationships are a key component of youth programs and services in Richmond; whether the relationships are among youth or between youth and adults, all play a valuable role. Mentorship between older youth and younger youth is the hallmark of many youth programs. The Richmond Youth Media Program utilizes older more experienced youth in program promotion and as resources for teaching younger youth new skills. Friday night programs in community centres are another opportunity for older youth to mentor younger youth. Trusting relationships between youth and adults allows for many opportunities throughout Richmond to acknowledge diverse youth. Each year youth and adults are acknowledged through the City of Richmond U-ROC Awards as well as through volunteer appreciation events.





### U-ROC Awards

The U-ROC (Richmond Outstanding Community) Awards recognize Outstanding Youth and Asset Champions (adults who support youth) through an annual ceremony held during Youth Week (May 1-7). Thirty-two Outstanding Youth were recognized at the awards in 2015 and thirty-six in 2016.

### Leadership and Volunteering

Richmond youth are deeply invested in their community through volunteerism. Youth can volunteer through the City of Richmond, Community Associations and many other community organizations. In 2016, data collected from the City's volunteer website, [icanhelp.richmond.ca](http://icanhelp.richmond.ca), reported that there were 3,642 registered youth volunteers, 42,699 volunteer hours logged and 492 available volunteer opportunities for youth. Additionally, in 2016 four community centres operated volunteer Youth Councils. Youth Councils are often responsible for running events and providing input into youth matters at their centre.

**"I finally feel like I have some type of control in my life and it's a good feeling because today I woke up and I thought to myself 'I am proud of what I have accomplished because yesterday I went to the community center and joined the Youth Council' ... It is something I hold close to my heart and something a lot of people do. I think that we can actually help people with this."**

- A South Arm youth on his experience joining Youth Council

### Parks Programs

Parks Programs engage many youth through volunteerism in programs and at special events. Over 1,600 hours of volunteer service were completed by youth in 2015 and 2016 through parks programs and events such as Ships to Shore and Halloween activities. In collaboration with the Partners for Beautification Program, an additional 300 hours were completed by youth on invasive plant removal during this time.

### Youth Employment

The City of Richmond and Community Associations benefit tremendously from the employment of young people in programs. Youth who have participated in programs and services often have a more intimate and relevant understanding of the needs of current participants and engage in two way learning with adult staff. All Community Associations have employed youth in programs including afterschool care, cooking programs, art classes and sports programs.

## Theme 3: Collaboration with Community Partners

**The delivery of Youth Services is strengthened through the City's community partnerships.**

### All External and Internal Developmental Assets

**Objective:** Relationships with community partners increases capacity and pooled resources and, therefore, the success of the Youth Service Plan. The City will maintain and expand its network with community partners to provide more flexible outreach services and accommodate the diverse needs of youth. Youth will be better connected to the wide range of opportunities and services that the City of Richmond has to offer.

### Youth Network

The Youth Network is a group of Richmond youth-serving organizations who meet quarterly to share information about programs and services and meet face to face with any new youth staff in the community. This relationship building amongst community partners has contributed to an extremely well connected and open environment, which lends itself easily to collaboration and partnerships.

### Connecting the Dots

In 2015, two Connecting the Dots events were held for youth service providers in Richmond. The events were hosted by CORE (Collaborative Opportunity for Resources), which is a group of Richmond service providers who aim to enhance community collaboration, improve service provision for families and meet the needs of Richmond residents. The two events educated youth workers about available youth services and fostered stronger community connections. City staff participated on the committee to host Connecting the Dots and City and Association staff attended both events.

### +POS Tickets

Positive Tickets (+POS Tickets) are a collaboration between the City of Richmond, Richmond Arenas Community Association and the Richmond RCMP where adults “catch youth doing good” and issue them with a positive ticket that is valid for one free admission to swim, skate and pitch and putt. The City of Richmond distributes these tickets to youth-serving organizations. Those who work with Richmond youth are then able to hand out the +POS Tickets to reinforce youth’s positive decision making and constructive use of time while creating stronger relationships with young people.

### G.O. Day

G.O. Day (Girls Only Day) is a day-long expo where a selected group of Grade 9 girls are provided the opportunity to participate in fun physical activities and workshops on healthy living. This initiative is planned and delivered in partnership with Vancouver Coastal Health and the Richmond School District. The goals of G.O. Day are to remove barriers that may limit Grade 9 girls from being physically active, help participants develop healthy recreational habits and improve attitudes toward physical activity.





## GOAL 2

## Expanding Opportunities for Youth

### Theme 4: Youth Program Development and Delivery

Youth benefit from developing and participating in a wide range of social, cultural and recreational programs.

**External Developmental Assets:** Boundaries and Expectations & Constructive Use of Time

**Internal Developmental Assets:** Positive Values, Social Competencies & Positive Identity

**Objective:** Youth are aware and have equitable access to a number of diverse recreational, social, volunteer and cultural opportunities that are responsive to their specific needs and interests, and build on their Developmental Assets. Deliberate planning with community partners and youth around a core grouping of programs will result in a broader range of programs and services that will accommodate a variety of needs and interests.

#### Youth Involved Process

Youth Services is built on the foundation of a youth involved process. Strong relationships with young people ensure that there can be open conversations about what is going well and what can be improved in programs and services. Youth Councils often act as conduits for information gathering from their peers regarding what young people wish to see in their community centres. Providing anonymous surveys to youth after programs allow staff an opportunity to gather honest opinions from the youth who are participating in these programs. Other opportunities for young people to provide feedback and participate in planning include their involvement on Community Association Boards, such as with Thompson Community Association.

#### Swim and Skate Pass

In 2016, the \$19 Summer Swim and Skate pass was introduced. Young people ages 5 to 16 years old were offered unlimited swimming and skating at four local pools and the Richmond Ice Centre from the end of June to the beginning of September. Teens 13 to 16 years old were also able to use the fitness centre at Watermania. This new Summer Pass offered excellent value and was a fun way for young people to keep physically active and socially engaged over the summer. 380 Summer Swim and Skate passes were sold in 2016.



#### Youth Week

Each year from May 1-7 the City of Richmond participates in BC Youth Week, a provincial initiative where municipalities recognize and celebrate young people in their communities. The City of Richmond and the Community Associations celebrate Youth Week through seven days of events and activities geared toward youth. Staff coordinate a wide array of activities during Youth Week to meet the varied interests of Richmond's youth. Events in 2015 and 2016 included: bubble soccer at West Richmond Community Centre, a teen swim at Watermania, an art contest at Steveston Community Centre, glow in the dark dodge ball at City Centre

Community Centre, a free clothing shop at South Arm Community Centre, a paint war at Hamilton Community Centre and many other fun and engaging activities. Participation in Youth Week events is free. An estimated 1,000 youth participated in Youth Week events in 2016.

## The Richmond Youth Dance Company

The Richmond Youth Dance Company performs throughout the year and presents a feature showcase in the spring. Company dancers attend multiple ballet classes each week and work with guest artists throughout the season. 12 dancers participated

in this highly talented troupe in 2015 and 18 dancers in 2016. The Richmond Youth Dance Company also performed at the 2016 U-ROC Awards.

## The Richmond Youth Basketball League

The Richmond Youth Basketball League is a developmental league for children and youth aged 5 -17 years. Participation in this league promotes self-esteem, friendship, cooperation and leadership opportunities for Richmond for youth at all skill levels. There were 349 youth participants in Richmond Youth Basketball League programs in 2015 and 394 in 2016. The Richmond Youth Basketball League is delivered in collaboration with the Community Associations.

## Reaching Outlying Communities

Hamilton Community Association continues to meet the needs of local youth and ensures that they have meaningful opportunities that are close to home. The 2016 Youth Week Colour Bonanza event had 25 participants. The event included a paint slip and slide and a colour war. The Youth Outdoor Movie Night in 2016 included an outdoor screening of the Jungle Book. 150 participants were in attendance.



**FREE | CITY CENTRE ANDANTÉ CAFÉ YOUTH SHOWCASE**  
Listen to or watch some of Richmond's amazing youth talent at this event that showcases singers, musicians, poets, performers and comedians all in a relaxed café-like setting.  
**Sunday, May 1 | 6:00-8:00 p.m.**  
City Centre Community Centre  
Info: Contact Loryn at llegear@richmond.ca or 604-204-8571.

**FREE | CITY OF RICHMOND U-ROC YOUTH AWARDS**  
Celebrate the achievements and dedication of Richmond's Outstanding Youth and Asset Champions at this very special and entertain award ceremony, presented by Kwantlen Polytechnic University. This event is by invitation only.  
**Monday, May 2 | 5:30-8:30 p.m.**  
Gateway Theatre  
Info: Visit [www.richmond.ca/u-roc](http://www.richmond.ca/u-roc) or email [youthweek@richmond.ca](mailto:youthweek@richmond.ca).

**FREE | YOUTH WEEK FEASTIVAL**  
Come for the free food and fun games, try to win prizes and browse the booths for extra info and freebies at this event to thank youth for their involvement within the community.  
**Tuesday, May 3 | 12:30-1:30 p.m.**  
Cambie Community Centre  
Info: Contact Denisa at dmohr@richmond.ca or 604-233-8379.

**FREE | BOOT CAMP AND BBQ**  
• **BOOT CAMP-REGISTRATION REQUIRED**  
Register to take this fitness class and receive a free 1-month fitness pass! To register, call 604-238-8432 or visit [www.richmond.ca/register](http://www.richmond.ca/register) and quote barcode #1504768.  
• **BBQ-DROP-IN**  
Join in the BBQ and a fun game of Ultimate Frisbee!  
**Tuesday, May 3 | 3:30-5:00 p.m.**  
Thompson Community Centre  
Info: Contact Bryce at babbott@richmond.ca or 604-238-8432.

**FREE | CLOTHING EXCHANGE AND FASHION SHOW**  
Pick up some new-to-you clothes, shoes, accessories and more during this teen shopping extravaganza with a variety of styles and sizes to choose from. Also, participate in or watch a fabulous fashion show! Snacks provided.  
Note: Bring any clean clothing or accessories to donate to South Arm Community Centre before 5:00 p.m. on Thursday, April 28.  
**Tuesday, May 3 | 4:00-7:00 p.m.**  
South Arm Community Centre  
Info: Contact Amanda at amcintosh@richmond.ca or 604-238-8071.

**FREE | BBQ AND WATER FIGHT**  
Dine on 50 cent hot dogs and participate in fun games, activities and a group water fight. Come ready for a battle!  
**Wednesday, May 4 | 2:30-5:30 p.m.**  
South Arm Community Centre  
Info: Contact Amanda at amcintosh@richmond.ca or 604-238-8071.

**FREE | YOUTH ART SHOWDOWN**  
Join in on this timed competitive event in which eight youth artists per round compete to create art that is voted on by the audience!  
**Thursday, May 5 | 6:00-8:00 p.m.**  
Steveston Community Centre  
Info: Contact Andrew at achornohus@richmond.ca or 604-238-8019.

**FREE | CITY OF RICHMOND PECHAKUCHA VOL. 15-RICH CITY LIFE**  
Watch a presentation by dynamic and engaging youth who present 20 images for 20 seconds each, igniting passion and creative thinking about the urban youth experience in Richmond. Presented by the City of Richmond's Public Art Program and Youth Services.  
**Thursday, May 5 | 8:00-9:00 p.m.**  
Steveston Community Centre  
Info: Contact Alvin at al@richmond.ca or 778-870-3453.

**FREE | BUBBLE SOCCER**  
Join this action-packed modified version of soccer that includes playing five on five all while enclosed in a personal, plastic bubble that is both safe and fun!  
• **REGISTRATION REQUIRED**  
To register, call 604-238-8416 or visit [www.richmond.ca/register](http://www.richmond.ca/register) and quote barcode #1514068.  
**Friday, May 6 | 4:00-6:00 p.m.**  
West Richmond Community Centre  
Info: Contact Duncan at dbrown@richmond.ca or 604-238-8416.

**FREE | MEGA YOUTH NIGHT**  
Try a bunch of different activities that include pool, air hockey, glow-in-the-dark capture the flag/dodge ball, Karaoke and more. Come out, be active, and have fun!  
**Friday, May 6 | 8:00-11:00 p.m.**  
City Centre Community Centre  
Info: Contact Loryn at llegear@richmond.ca or 604-204-8571.

**FREE | COLOUR BONANZA**  
Grab some friends, choose a team name, wear a white t-shirt and clothes that can get dirty and try to stain the most people with your team's colour. Expect prizes, paint slip and slide, spray paint art, food and tons of fun!  
**Saturday, May 7 | 12:00-2:00 p.m.**  
Hamilton Community Centre  
Info: Contact Halle at hwanvethujen@richmond.ca or 604-718-8055.

**FREE | RYMP PRESENTS CIRCUIT BENDING**  
Make new musical or visual instruments by learning how to creatively customize electronic devices in this workshop that covers all aspects of the process. No experience necessary.  
• **REGISTRATION REQUIRED**  
To register, call 604-276-4300 or visit [www.richmond.ca/register](http://www.richmond.ca/register) and quote barcode #1506518.  
**Saturday, May 7 | 12:00-4:00 p.m.**  
Media Lab  
Info: Contact Lauren at medialab@richmond.ca or 604-247-8303.

**FREE | WATER MANIA**  
Swim, dive and flop to great music during this "free for teens" time that also includes prizes for boat races and other fun competitions!  
**Saturday, May 7 | 7:00-9:00 p.m.**  
Watermania  
Info: Contact Krista at kgermyn@richmond.ca.

**FOR ALL DETAILS, VISIT [WWW.RICHMOND.CA/YOUTHWEEK](http://WWW.RICHMOND.CA/YOUTHWEEK)**

**Youth Week**  
British Columbia • May 1-7

Logos for various community organizations including West, erca, Thompson, City Centre, and Richmond are displayed at the bottom.





## Theme 5: Bridging Services for Vulnerable Youth

Vulnerable youth have unique needs and can thrive with access to appropriate programs and services.

**External Developmental Assets:** Support & Constructive Use of Time

**Internal Developmental Assets:** Positive Identity & Social Competencies

**Objective:** Community Services aims to reach all youth in a variety of programs and services while being particularly vigilant about addressing the very specific needs of vulnerable youth. These groups might include Aboriginal youth, youth with disabilities or special needs, newcomer/immigrant youth, LGBTQ youth, youth from low-income families and youth in conflict with the law. Serving diverse youth, and vulnerable youth in particular, requires targeted approaches and strong relationships with a variety of community partners and with youth themselves. Community Services will ensure that vulnerable youth are better connected to resources and opportunities to build assets.

### Friday Night Programs

On Friday nights at Cambie, Steveston, West Richmond, City Centre, South Arm and Thompson Community Centres, social and games rooms become lively youth only spaces offering free drop-in activities to young people as a constructive and safe alternative for youth to start the weekend. During Friday night programs youth participate in cooking, baking, video games, billiards and theme nights.

### Surfari Program

In 2015 and 2016 Youth Services partnered with Richmond Addiction Services to lead the Surfari Program. This program is geared toward low-asset youth and includes activities focused on positive identity, healthy relationships and building empathy during a four-day surfing adventure to Tofino, BC. Each year two alumni are invited back and trained as Junior Leaders for the next group.

In 2016, previous staff and Junior Leaders from the Surfari Program were sponsored by Tourism Tofino to return to Tofino to watch the Queen of the Peak Surf Competition, participate in surf lessons and go zip-lining. The Surfari Program was highlighted at a media event prior to the surf competition with two of the Junior Leaders speaking about their experience surfing and the impact the Surfari Program has had on their lives.



### Youth Integration Program

The Youth Integration Program was developed in 2015 at Cambie Community Centre. This program is tailored to high functioning youth with cognitive delays and/or social impairments and offers fun outings and activities focused on the development of positive social interactions. Creating increased opportunities for youth with disabilities is an ongoing action of the Youth Service Plan. Five youth participated in the Youth Integration Program in 2015 and 23 youth participated in 2016.

### Richmond Youth Media Program

The Richmond Youth Media Program (RYMP) is a free program for youth, delivered in partnership with Richmond Addiction Services Society and supported by Vancouver Coastal Health's Sharon Martin Community Health Fund. Programming includes drop-in sessions and a variety of structured classes. Participants learn media literacy skills that are relevant to their interests and experience a supportive environment where they engage with positive role models. Forty eight youth were signed up as members of RYMP in 2016 with 288 additional guest visits.

**"That's what I love about the Media Lab – the cultural diversity!"**

- RYMP participant on their experience in the program



### The Band of Brothers

The Band of Brothers is a program offered to male youth from Richmond. Staff and youth plan, organize and attend a four day camping adventure to Juan de Fuca Provincial Park. The program is geared towards male youth 14-18 years and is designed to intentionally build self-esteem, self-confidence, personal power, sense of purpose, caring and positive peer relationships within the youth who participate. Youth Services partnered with Richmond Addiction Services to deliver the Band of Brothers in 2015 and 2016.



## The Richmond Oval

An innovative partnership was established between the Richmond Oval and Youth Services which connects youth from the Roving Leader Program to opportunities at the Oval. The Education Programmer at the Richmond Oval has acted as a direct link to other staff to ensure that the Roving Leader Program is recognized in the facility and that low-asset youth who attend feel welcomed and their needs are met. Through this relationship Roving Leader Program participants have utilized the climbing wall, the track, the ROX exhibit, drop-in basketball and the weight room.

## Theme 6: Safe and Social Spaces for Youth

Indoor and outdoor youth spaces foster their development and independence.

**External Developmental Assets:** Boundaries and Expectations

**Internal Developmental Assets:** Commitment to Learning, Positive Values & Social Competencies

**Objective:** All youth have access to indoor and outdoor spaces in the community where they can take ownership, be responsible, feel welcome, socialize, obtain information and receive services.

Youth friendly spaces will be designed and operated in a way that promotes social gathering and safety. Recognizing that safety goes beyond physical safety, efforts will be made to ensure that youth have access to spaces where they have more autonomy and independence within “adult-like” facilities.

**“Through my volunteer work at Thompson Community Centre I have had the opportunity to help create a stronger sense of community. Working with younger children as well as the elderly has introduced me to the beauty in all walks of life.”**

-Thompson Community Centre Volunteer

## Youth-friendly Spaces

Many facilities in Richmond boast youth-friendly spaces and youth-only times to ensure that youth feel comfortable and welcome when they walk through the doors. The new City Centre Community Centre features a multi-use space with youth-friendly elements such as tables designed for individual studying or group work, comfortable seating and wall partitions to increase privacy for youth programs. The Brighthouse Library has a well-used youth section with a collection of books tailored to teens. Additionally, all community centres have dedicated discounted youth hours in their weight rooms.

## Garden City Bike Park

The Garden City Bike Park is a unique addition to the existing outdoor youth-friendly spaces in the City of Richmond. Featuring a start ramp, jumps of various heights and pump tracks, this bike park is suitable for riders at all skill levels. Additional parks for young people to enjoy skating and biking in the City include the skate park at River Road and the plaza with skateable elements at Thompson Community Centre.









## GOAL 3 Improving the Quality of Youth Services

### Theme 7: Moving Towards Standards

High quality and consistent youth services deliver results.

#### All Internal and External Developmental Assets

**Objective:** Community Services will foster consistency in the delivery of services to youth across all City facilities and programs. Youth will benefit from having programs delivered with consistent city-wide messages. Community Services will attract and retain high performing employees as the City is recognized as a desirable place to work with fair compensation. Standardized training will provide employees with professional skills required to be successful in their work and will enhance their ability and capacity to deliver high-quality youth services.

#### 2016 BC Parks & Recreation Association (BCRPA) In Your Face Youth Workers Conference

Every two years the BCRPA, in partnership with municipalities across the Lower Mainland, hosts the In Your Face Youth Workers Conference. City of Richmond and Community Association staff attended the 2016 conference and brought back relevant information to their teams. Sessions included: Putting a Youth Twist on Addictions Services; The Rules of Engagement for Relationship Building with Youth; Gang Prevention in BC; and Mindfulness-based Interventions for Adolescents.

#### Consistency in Youth Programming

Over the course of 2015-2016, Youth Development Coordinators have been working collaboratively to ensure that similar programs at different community centres are offered at a consistent cost. This effort will help improve the public's understanding of the services being offered.

#### Staff Development

The youth staff with the City and Community Associations meet bi-weekly to discuss important issues, plan activities and share information. These meetings also provide valuable opportunities to bring in subject matter experts to present to staff on relevant topics that relate to current youth trends. These presentations have included information on substance use, LGBTQ2S and mental health.



## Theme 8: Marketing and Communication

Awareness of programs, services and facilities encourages youth participation.

**External Assets:** Empowerment & Constructive Use of Time

**Internal Assets:** Social Competencies & Positive Values

**Objective:** Youth and the community will be more aware of programs, services and facilities available in Richmond. Community Services actively seeks input from youth and the community in the development and delivery of marketing to ensure that a wide range of youth are reached. Providing youth with timely, accurate and easy-to-understand information about community events and opportunities will give them a gateway to making informed choices.



### ERASE Poster and Video Contest

In 2015, the Respectful City Committee was created in partnership between the City of Richmond and the Richmond School District to raise awareness about bullying in the community and the desire to have a respectful, safe and connected Richmond. One of the committee's first initiatives was to develop the Expect Respect and A Safe Education (ERASE) Poster Contest which encouraged youth to submit designs that communicated the ERASE Bullying and Respectful City messages. These posters were then utilized in the promotion of Pink Shirt Day. In 2016 a video contest was added to the campaign to increase opportunities for youth-centred marketing approaches.

### Communication Channels

The City and Community Associations utilize a variety of communication channels to share information. The City website houses a wealth of information on youth initiatives, events, programs and services. Additionally, some Community Associations utilize their own websites. Facebook and Twitter are social media platforms utilized by the City and Community Associations and are valuable tools to reach youth and parents. News releases are yet another way the City disseminates information. Utilizing a variety of communication channels ensures that a wide audience of youth within the community receive information.

### The Media Lab

The Media Lab, located in the Richmond Cultural Centre, is a hub of youth media arts activity and is a valuable resource to the City for marketing and promotions. In 2015 staff at the Media Lab assisted Youth Services to create a promotional video for the Youth Service Plan. In 2016 Media Lab staff and participants helped Youth Services create a video promoting the 40 Developmental Assets. Other promotional activities supported by the Media Lab included videos for the U-ROC Awards, city strategy documents and posters for youth events across the City.





### Youth Art Mart

The Youth Art Mart is an annual arts and crafts fair hosted in partnership between the Youth Outreach Workers in Youth Services and Arts Services, where vendors aged 13-24 get a free table to sell their handmade merchandise.



### WURd

What's Up Richmond? (WURd) is a website, designed and maintained by youth in Richmond, for youth in Richmond. Events, opportunities and other listings on this website are independently submitted by local organizations. WURd is supported by the Richmond Community Services Advisory Committee. The City's youth staff utilize this website as a marketing and communication tool to reach local youth.

## Theme 9: Tracking the Progress and Reporting to Community

**External Developmental Assets:** Boundaries and Expectations

**Internal Developmental Assets:** Social Competencies

**Objective:** Monitoring and evaluation enable continued learning, ensure success and are key to delivering effective, efficient and responsive services. Community Services and Community Associations will monitor and evaluate the progress on implementing the actions of the 2015-2020 Youth Service Plan. Qualitative and quantitative indicators will be used to measure success in achieving desired outcomes and provide useful information for program development, resource allocation and decision making. Community Services will report back to community organizations and citizens on the progress of Youth Service Plan implementation and ensure consistency and accountability in reporting mechanisms.

### Information Sharing

Public awareness and education about the Youth Service Plan began in 2015 with presentations to City and Association staff, Community Association Boards and youth-serving organizations in Richmond. Through 2015 and 2016, new Community Services youth staff were educated about the Youth Service Plan and worked collaboratively to achieve its actions. Youth staff often present to their Community Association Boards on various Youth Service Plan achievements.





## Next Steps

The 2015-2016 Youth Service Plan Update will be shared with internal and external stakeholders by disseminating information through various communication channels (e.g. social media).

Upcoming initiatives and activities for 2017/2018 include:

- presentations on asset development by City staff to internal partners;
- the development of an inter-municipal Youth Coordinator Committee;
- the 20th anniversary of the U-ROC Awards;
- the development of more youth-friendly promotional and advertising materials; and
- a targeted approach to encouraging youth involvement on City committees.

Staff will continue to monitor and report out on the achievements of the Youth Service Plan on an annual basis through future updates detailing the progress made on ongoing, medium-term and long-term actions.

## Conclusion

The 2015-2016 Youth Service Plan Update demonstrates the commitment of the City of Richmond, Community Associations and partner organizations to help youth thrive. The Youth Service Plan's Guiding Principles for implementation have ensured that the City is on target to achieving the actions set out in the plan. This is being achieved in a way that utilizes resources responsibly, leverages effective partnerships and is compatible with other relevant City visions, goals, strategies and plans. The City, Community Associations and community partner organizations will continue to work collaboratively to achieve the ongoing, medium-term and long-term actions identified in the Youth Service Plan.

For more information about the 2015-2020 Youth Service Plan, please visit [www.richmond.ca/youth](http://www.richmond.ca/youth).





## Appendix A | Search Institute's 40 Developmental Assets

Why do some kids grow up with ease, while others struggle? Why do some kids get involved in dangerous activities, while others spend their time contributing to society? The Search Institute has identified 40 concrete qualities—developmental assets—that have a tremendous influence on

youth's lives and choices. Research shows that the 40 Developmental Assets help youth make wise decisions, choose positive paths, and grow up competent, caring and responsible. (See: <http://search-institute.org>)

### EXTERNAL ASSETS



#### Support

1. **Family support** - Family life provides high levels of love and support
2. **Positive family communication** - Young person and their parent(s)/guardian(s) communicate positively, and young person is willing to seek advice and counsel from parent(s)/guardian(s)
3. **Other adult relationships** - Young person receives support from three or more non-parent adults
4. **Caring neighbourhood** - Young person experiences caring neighbours
5. **Caring school climate** - School provides a caring, encouraging environment
6. **Parent involvement in schooling** - Parent(s)/guardian(s) are actively involved in helping young person success in school



#### Empowerment

7. **Community values youth** - Young person perceives that adults in the community value youth
8. **Youth as resources** - Young people are given useful roles in the community
9. **Service to others** - Young person serves in the community one hour or more per week
10. **Safety** - Young person feels safe at home, school, and in the neighbourhood



#### Boundaries & Expectations

11. **Family boundaries** - Family has clear rules and consequences and monitors the young person's whereabouts
12. **School boundaries** - School provides clear rules and consequences
13. **Neighbourhood boundaries** - Neighbours take responsibility for monitoring young people's behaviour

**14. Adult role models** - Parent(s)/guardian(s) and other adults model positive, responsible behaviour

**15. Positive peer influence** - Young person's best friends model responsible behaviour

**16. High expectations** - Parent(s)/guardian(s) encourage the young person to do well



## Constructive Use of Time

**17. Creative activities** - Young person spends three or more hours per week in lessons or practice in music, theater or other arts

**18. Youth programs** - Young person spends three or more hours per week in sports, clubs, organizations at school and/or in the community

**19. Religious community** - Young person spends one or more hours per week in activities in a religious institution

**20. Time at home** - Young person is out with friends "with nothing special to do" two or fewer nights per week

## INTERNAL ASSETS



### Commitment to Learning

**21. Achievement motivation** - Young person is motivated to do well in school

**22. School engagement** - Young person is actively engaged in learning

**23. Homework** - Young person reports doing at least one hour of homework every school day

**24. Bonding to school** - Young person cares about their school

**25. Reading for pleasure** - Young person reads for pleasure three or more hours per week



### Positive Values

**26. Caring** - Young person places high value on helping other people

**27. Equality and social justice** - Young person places high value on promoting equality and reducing hunger and poverty

**28. Integrity** - Young person acts on convictions and stands up for their beliefs

**29. Honesty** - Young person "tells the truth even when it is not easy"

**30. Responsibility** - Young person accepts and takes personal responsibility

**31. Restraint** - Young person believes it is important not to be sexually active or to use alcohol or other drugs



## Social Competencies

- 32. Planning and decision making** - Young person knows how to plan ahead and make choices
- 33. Interpersonal competence** - Young person has empathy, sensitivity, and friendship skills
- 34. Cultural competence** - Young person has knowledge of and comfort with people of different cultural/racial/ethnic backgrounds
- 35. Resistance skills** - Young person can resist negative peer pressure and dangerous situations
- 36. Peaceful conflict resolution** - Young person seeks to resolve conflict non-violently



## Positive Identity

- 37. Personal power** - Young person feels they have control over “things that happen to me”
- 38. Self-esteem** - Young person reports having high self-esteem
- 39. Sense of purpose** - Young person reports that “my life has a purpose”
- 40. Positive view of personal future** - Young person is optimistic about their personal future

*The list of 40 Developmental Assets® is reprinted with permission from Search Institute®. Copyright © 1997, 2006 Search Institute, 615 First Avenue NE, Minneapolis, MN 55413 USA; 800-888-7828; [www.search-institute.org](http://www.search-institute.org). The list may be reproduced for educational, noncommercial uses only. All Rights Reserved. The following are registered trademarks of Search Institute: Search Institute®, Developmental Assets®, and Healthy Communities • Healthy Youth®.*





## Appendix B | Youth Service Plan: Actions

### GOAL 1

### Building Youth Assets Through Engagement & Partnerships

#### THEME 1: YOUTH ASSET DEVELOPMENT

#	ACTION	TIMELINE
1.1	Incorporate the Developmental Asset language and philosophy in City and Community Association youth marketing and communication tools.	Ongoing
1.2	Develop and implement a campaign that serves to educate parents, youth and the community at large on the Developmental Assets and their benefits.	Short Term
1.3	Develop and implement training opportunities for City staff, Community Associations and Community Organizations to enhance common understanding of Developmental Asset principles.	Medium Term
1.4	Expand the Youth Services Street Team to advance Developmental Asset education and awareness in the community.	Medium Term
1.5	Establish an asset-based leadership group with key representatives from the City's community partners.	Medium Term
1.6	Create asset development training, and coordinate and advance asset development within Community Services and other youth serving agencies.	Medium Term

#### THEME 2: YOUTH ENGAGEMENT, LEADERSHIP AND EMPOWERMENT

#	ACTION	TIMELINE
2.1	Enhance existing programs and services and create new opportunities for mentorship (such as youth peer leadership, intergenerational activities).	Ongoing
2.2	Increase the number of (and access to) meaningful youth volunteer opportunities in civic and community based programs and activities (such as youth representation on boards, committees, and Council-appointed groups).	Short Term
2.3	Provide leadership skills development programs that are specifically designed for youth.	Ongoing
2.4	Develop a systematic approach to engage youth in planning programs, services and facilities that are of interest and benefit to them (such as programs and services, parks and open spaces).	Medium Term
2.5	Educate youth on how their input will be used and inform young people about the outcomes of their involvement in the planning process.	Ongoing
2.6	Acknowledge diverse youth through the U-ROC Awards, volunteer recognition, and develop new and innovative methods of youth recognition.	Ongoing



### THEME 3: COLLABORATION WITH COMMUNITY PARTNERS

#	ACTION	TIMELINE
3.1	Build new relationships and foster existing relationships with community partners.	Ongoing
3.2	Support and facilitate regular communication between partners to share information and knowledge, coordinate activities and discuss youth needs and issues.	Ongoing
3.3	Develop and regularly maintain an inventory of youth-serving organizations in Richmond to more efficiently communicate youth related information and resources.	Medium Term
3.4	Organize a Richmond Youth Forum to bring together youth and youth stakeholders, provide education and information and improve interagency communication.	Medium Term

## GOAL 2

### Expanding Opportunities for Youth

### THEME 4: YOUTH PROGRAM DEVELOPMENT AND DELIVERY

#	ACTION	TIMELINE
4.1	Enhance communication city-wide about the importance of regular physical activity on youth health and wellness.	Ongoing
4.2	Involve youth in program planning to ensure development of appropriate opportunities to combat inactivity.	Ongoing
4.3	Improve accessibility of Community Services programs and services, facilities and spaces.	Ongoing
4.4	Identify opportunities to provide more low cost, no cost programs and services to youth.	Ongoing
4.5	Provide youth with a full range of opportunities to participate in sport and physical activity and ensure they are aware of these opportunities.	Ongoing
4.6	Support the Richmond sport community to develop youth to reach their highest level of sport achievement.	Ongoing
4.7	Identify transportation needs to access youth programs and services, particularly in outlying areas of Richmond.	Ongoing
4.8	Identify opportunities for relevant programming targeting specific age groups of youth.	Medium Term
4.9	Enhance youth life skills and build career training into programs and services for youth.	Ongoing

## THEME 5: BRIDGING SERVICES FOR VULNERABLE YOUTH

#	ACTION	TIMELINE
5.1	Identify barriers to existing programs, services and opportunities for vulnerable youth, focusing on particular target groups.	Short Term
5.2	Improve access to and information about existing City programs, services and opportunities for vulnerable youth.	Medium Term
5.3	Enhance programs and services for vulnerable youth.	Medium Term
5.4	Enhance the Roving Leader Program and if applicable, develop additional approaches to provide more flexible outreach services.	Short Term
5.5	Develop ways to better reach parents of vulnerable youth.	Ongoing
5.6	Create more opportunities for (and increase access to) opportunities and activities for young people with disabilities.	Ongoing
5.7	Develop additional opportunities for low-income youth by improving access to programs and services and by connecting them to existing low cost/no cost programs and services (such as Recreation Fee Subsidy Program).	Ongoing
5.8	Enhance opportunities for vulnerable youth within the Richmond Youth Media Program.	Ongoing
5.9	Create and support welcoming and inclusive community events, programs and services to allow youth (particularly immigrant youth) to celebrate their cultural identities and feel connected to their community.	Ongoing
5.10	Support ELL youth in building their confidence in speaking English.	Ongoing
5.11	Provide opportunities for staff to increase their education and awareness to best support the needs of youth who are experiencing mental health challenges.	Medium Term
5.12	Participate annually in anti-bullying week, leverage opportunities and create ongoing awareness and education throughout the year.	Ongoing

## THEME 6: SAFE AND SOCIAL PLACES FOR YOUTH

#	ACTION	TIMELINE
6.1	Involve diverse youth in the ongoing development, design and operation of youth spaces to address their needs and gather their input.	Ongoing
6.2	Examine community needs in connection to increased youth-specific space in Richmond.	Long Term
6.3	Enhance existing youth-friendly spaces to better accommodate the needs of youth.	Ongoing
6.4	Provide new and innovative youth programming in the Richmond Cultural Centre Media Lab through the Richmond Youth Media Program (RYMP).	Ongoing
6.5	Utilize multifunctional, youth-friendly outdoor spaces for programs and services.	Medium Term



**GOAL 3****Improving the Quality of Youth Services****THEME 7: MOVING TOWARDS STANDARDS**

#	ACTION	TIMELINE
7.1	Create and implement city-wide youth service criteria and program standards.	Ongoing
7.2	Continue to enhance Performance Evaluation Systems that are aligned to service standards and support staff development.	Ongoing
7.3	Develop and implement a standardized orientation and training program for staff that enhances skills and positively contributes to youth programs and services.	Medium Term
7.4	Create a standardized data collection method for Community Services youth programs and services.	Short Term

**THEME 8: MARKETING AND COMMUNICATION**

#	ACTION	TIMELINE
8.1	Develop a dynamic, age appropriate Youth Marketing Plan designed specifically to appeal to youth that is contemporary and delivered for a tech-savvy audience.	Short Term
8.2	Provide opportunities for youth to be proactively and creatively engaged in the development and delivery of marketing materials.	Ongoing
8.3	Identify and engage Youth Promotion Ambassadors who will conduct "word of mouth" and "Face-to-Face" promotion of youth events, programming and services.	Medium Term
8.4	Utilize the Media Lab to develop videos and/or use Media Arts in marketing and communication.	Ongoing

**THEME 9: TRACKING THE PROGRESS AND REPORTING TO COMMUNITY**

#	ACTION	TIMELINE
9.1	Develop target and baseline indicators using the outcome-based evaluation framework to monitor the progress of the Youth Service Plan and evaluate the outcomes.	Short Term
9.2	Annually monitor and report on accomplishments from the YouthService Plan.	Ongoing
9.3	Develop a Youth Service Plan reporting tool to periodically communicate progress of implementation and achievements to the public.	Short Term
9.4	Create a marketing and education plan to introduce and educate City and Community Association staff and community partners on the 2015-2020 Youth Service Plan.	Short Term



## City of Richmond

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# City of Richmond

## Report to Committee

**To:** Parks, Recreation and Cultural Services Committee  
**From:** Jane Fernyhough  
Director, Arts, Culture and Heritage Services  
**Date:** November 6, 2017  
**File:** 11-7000-09-20-240/Vol 01  
**Re:** City Centre Community Centre 2017 Public Art Projects

### Staff Recommendation

That the concept proposals and installations of the City Centre Community Centre Community Art Project by artist Laara Cerman, and Legacy Artwork by artists Nadine Flagel and Deirdre Pinnock, as presented in the staff report titled "City Centre Community Centre 2017 Public Art Projects," dated November 6, 2017, from the Director, Arts, Culture and Heritage Services, be endorsed.

Jane Fernyhough  
Director, Arts, Culture and Heritage Services  
(604-276-4288)

Att. 3

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

## Staff Report

### Origin

Through the arts, a community can explore ideas, issues and concerns; voice its identity; and create dialogue. The City's Community Public Art Program creates opportunities for collaborative art projects between community groups and professional artists of all disciplines. Working with a professional artist, the community group is involved in all stages of planning and commissioning of a public art project.

This report brings forward for consideration two project proposals by the artists recommended for the City Centre Community Centre 2017 public art projects.

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

In 2014, Public Art Program staff worked with the developer's architect for the Quintet Development, by Canada Sunrise Development Corp., to prepare a Public Art Plan. The Plan proposes several opportunities, including permanent and temporary works.

On May 12, 2014, Council approved the integrated public artwork *A Motif of One and Many* by Rebecca Bayer. The staff report identified that this project was the first of several artworks recommended for the overall Quintet development.

On June 24, 2014, Council approved the second public art project, a private development artwork for the lobby of the Carol Lee Centre, *ebb & flow*, by artists Jacqueline Metz and Nancy Chew. The staff report included further details for the Public Art Plan for the Quintet development, and noted that funding of \$75,000 would be available for future community based public art projects and the City Centre Community Centre.

In 2015, three public art projects were completed for the opening of the City Centre Community Centre. *A Motif of One and Many* by Rebecca Bayer is integrated into the lobby floor on the second level of the community centre. *Ebb and Flow*, a mirrored installation by Jacqueline Metz and Nancy Chew, greets visitors to the Carol Tong Centre and complements a double-height space in the main building lobby. *Harvest Full Moon Project* by Marina Szijarto incorporated hands-on artist-led workshops and a community procession as part of the celebration program for



the opening of the City Centre Community Centre on September 19, 2015. This ephemeral work has since become an annual event.

In 2017, in accordance with the Quintet Public Art Plan, terms of reference were developed for two additional community based public art opportunities which are presented in this report.

### Terms of Reference

Staff consulted with the City Centre Community Centre staff in the development of the Artist Call terms of reference. The City Centre Community Association was provided with opportunities to review the project.

The public art terms of reference describes the two opportunities:

- a Community Art Project in the Fitness Centre; and
- a Legacy Artwork in the main interior staircase.

The Call describes the art opportunities, site description, scope of work, budget, selection process, schedule and submission requirements (Attachment 1).

### Public Art Artist Selection Process

On September 6, 2017, following the Public Art Program administrative procedures for an artist selection process, a selection panel reviewed the qualifications of the 23 artists who responded to the Open Call to artists for the two opportunities. The City Centre Community Association Board appointed a member to represent the Board on the selection panel.

Members of the selection panel were:

- Sandra Cohen, Community Representative
- Jose Gonzalez, City Centre Community Association Board Member
- Michelle Sound, Artist and Educator
- Valerie Walker, Artist and Educator

For the Community Art Project in the Fitness Centre, three artists were shortlisted and invited to return for an interview facilitated by staff. Selection panelists provided their comments and feedback by proxy based on revised concept proposal submissions by shortlisted artists. On October 18, 2017, Laara Cerman was selected for this opportunity.

For the Legacy artwork in the main staircase, the selection panel recommended the artist team of Nadine Flagel and Deirdre Pinnock in a one-stage selection process on September 6, 2017.

The Public Art Advisory Committee supports the selection panel's artist recommendations.



### Recommended Public Art Project – Community Art Project in Fitness Centre

The proposed interior location for the community art project will be on a large wall inside the Fitness Centre with exterior viewing opportunities from Firbridge Way. The artwork by Laara Cerman will be a photographic mural composed of found branches and colourful paper leaves interspersed with real leaves in the shape of a vine.

The artist plans to engage culturally diverse and multi-generational community members in the making of the mural. The artist will lead workshops in drawing, painting, collage and stamp-making. Other activities may include a plant walk to discover some of the local flora that may be used in the artwork and workshops to create tea blends and baskets using locally foraged material.

Attachment 2 provides further information about the artist's background and proposed artwork.

A technical review and coordination with staff will be included in the development of the artwork. For this project, a budget of \$5,000 is provided to the artist for the design, production and community engagement workshops including all related artist expenses. The costs for digital reproduction and installation of the artwork will be the responsibility of the City.

The Public Art Advisory Committee has reviewed the concept proposal and supports the proposed artwork.

### Recommended Public Art Project – Legacy Artwork at Staircase

The proposed location for the legacy artwork by Nadine Flagel and Deirdre Pinnock will be on two adjacent walls directly above the main staircase connecting the main and second floor of the Centre. The proposed artwork is composed of a colourful series of seven large circle-shaped textile pieces. The artists describe the artwork as follows:

*The seven stepping stones are the leaps one has to make in the quest for diversity: our emphasis is on the process and the components required for Richmond to reach its goals. Each stone is a different colour, symbolizing a set of values and natural elements including courage/earth, passion/fire, harmony/wood, compassion/water, history/future, engagement/collaboration and equality/inclusivity.*

Attachment 3 provides further information about the artists' backgrounds and proposed artwork.

A technical review and coordination with staff will be included with the development of the artwork. For this project, a budget of up to \$6,500 is provided to the artist for the design, fabrication and installation of the artwork including all related artist expenses. In addition to the project budget of \$5,000, an extra \$1,500 will be used for installation of the artwork on a second wall and for artist-led community workshops in the development of the artwork.

The Public Art Advisory Committee has reviewed the concept proposal and supports the proposed artwork.

**Financial Impact**

The Public Art Program has allocated \$11,500 for the two community art projects from existing funds in the approved 2017 Public Art Capital Project. The initial budget of \$10,000 has been increased to allow for a broader scope of work for the legacy artwork and additional community engagement. The budget includes artist fees, selection panel costs, digital reproduction costs and installation of the artworks. Any maintenance and repairs required for the artwork will be the responsibility of the Public Art Program. City funds would be allocated out of the Public Art Program's annual operating budget.

**Conclusion**

The City Centre Community Centre continues to support a diverse, harmonious and distinctive City Centre neighbourhood with artworks that reflect the community's aspirations and identity. Staff recommend that Council endorse the proposed artworks by artist Laara Cerman and the artist team of Nadine Flagel and Deirdre Pinnock. The ideas expressed in the bright, colourful and interesting materials are well suited to a community centre. The addition of these new artworks supports the goals of the Richmond Arts Strategy to create great facilities and physical infrastructure to make Richmond an arts destination with a thriving arts community.



Eric Fiss  
Public Art Planner  
(604-247-4612)

- Att. 1: Terms of Reference, City Centre Community Centre Community Art Project in Fitness Centre and Legacy Artwork in Main Staircase  
2: Concept Proposal, Laara Cerman, Community Art Project in Fitness Centre  
3: Concept Proposal, Nadine Flagel and Deirdre Pinnock, Legacy Artwork at Staircase

# call to artists



Figure 1. City Centre Community Centre, 5900 Minoru Boulevard, Richmond, BC.

## City Centre Community Centre

### *Community Art Project & Legacy Artwork*

July 2017

#### OPPORTUNITY

The City of Richmond Public Art Program is seeking artists for two artwork opportunities at the City Centre Community Centre located at 5900 Minoru Boulevard. The first is a two-dimensional artwork to be located on a prominent wall within the centre's Fitness Centre. The second opportunity invites artists to create a legacy artwork to be installed on a prominent wall located above a stairwell within the centre. Artists with practices in socially engaged art, painting, printmaking, photography, drawing, mixed-media and low-relief sculpture are invited to apply. Artists who are applying for the artist-led community wall artwork will be required to work with intergenerational and culturally diverse community members.

Artists interested in applying to this call are encouraged to visit the City Centre Community Centre to review the proposed locations of the artworks in the building.

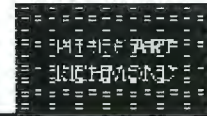
<b>Community Artwork Budget:</b>	<b>\$5,000</b>
<b>Legacy Budget:</b>	<b>\$5,000</b>
<b>Eligibility Requirements:</b>	Artists residing in British Columbia
<b>Deadline for Submissions:</b>	Tuesday, August 22, 2017
<b>Completion:</b>	February 2018

5427240





# call to artists



## BACKGROUND

The City Centre Community Centre is jointly operated by the City Centre Community Association and the City of Richmond. The Community Centre is located in the Carol Tong Centre at 5900 Minoru Blvd. and utilizes a number of off-site locations to host its programs including Anderson School, Cook School, General Currie School and the award winning Garden City Park. The two-storey community centre occupies approximately 30,000 square feet and encourages social inclusion through the provision of community spaces and affordable programs and services for a range of ages, abilities, and interests. It is a key place for social interaction and meeting new people, which is especially important for new residents (many of whom live in City Centre). The City Centre Community Centre is the hub of community life in central Richmond. The centre offers a variety of multipurpose spaces including community living room, art studio, music rooms, performance space and a fitness centre.

In 2015, three public art projects were completed for the opening of the City Centre Community Centre. Figure 2 shows *A Motif of One and Many* by Rebecca Bayer. The work is integrated into the lobby floor on the second level of the community centre. Figure 3 shows *Ebb and Flow* by Jacqueline Metz and Nancy Chew, an artwork that greets visitors to the Carol Tong Centre and complements a double-height space in the main building lobby. Figure 4 shows a community procession as part of the *Harvest Full Moon Project* led by artist Marina Szjarto.

## ARTWORK THEMES

Diversity, Harmony and Distinctiveness are themes that resonate with the aspirations of this growing and vibrant urban community. Multicultural communities face the challenge of respecting cultural differences while fostering shared citizenship and encouraging integration. This community strives to evolve from a mosaic to a weaving of cultures, where people of diverse cultural origins live in harmony and contribute to a distinct and ever-changing community identity. Artists are invited to propose artwork that challenges and reflects these aspirations.

Artists are permitted to apply to only one artwork opportunity. Please specify which artwork opportunity you are applying for in the statement of intent and on the attached information form.

## OPPORTUNITY NO.1 - COMMUNITY ART PROJECT

The commissioned artist for this project will engage culturally diverse and intergenerational community members including children, youth, adults, seniors and individuals with special needs to develop and realize a two-dimensional wall artwork. Artists will be required to submit the final artwork as a high resolution digital file to be reproduced onto adhesive vinyl and applied to the wall. Artists are invited to consider the artwork as a community portrait to reflect the themes of diversity, harmony and distinctiveness. The project



Figure 2 – *A Motif of One And Many*, Rebecca Bayer, 2015.

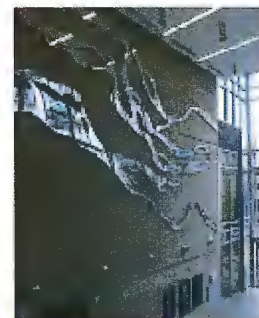
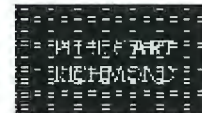


Figure 3 – *Ebb and Flow*, J. Metz and N. Chew, 2015.



Figure 4 – *Harvest Full Moon Project*, M. Szjarto, 2015

# call to artists



aims to introduce artistic expression in the Fitness Centre and engage community members in the making of the artwork.

The artist selected for the project will work with Centre staff to liaise with community groups and coordinate meeting rooms for project development, community outreach and workshops. The artist will be expected to engage children, youth, adults, seniors and individuals with special needs to develop the artwork. There are opportunities to collaborate with local schools, community organizations and the City Centre Community Association.

## COMMUNITY ART PROJECT BUDGET

The total budget for the wall artwork is \$5,000. This budget includes (but is not limited to) artist fees, design, administration, insurance, community engagement and outreach, consultation, materials for public engagement and photography documentation. Artists are expected to engage community in a minimum of five (5) workshops or outreach consultation meetings. Artists will be required to produce a print-ready digital file of the artwork to be reproduced by a City contracted printing specialist. Costs associated with production and installation of the artwork will be the responsibility of the City.

## COMMUNITY ART PROJECT LOCATION

The artwork will be located on a prominent wall in the Fitness Centre and will be seen by facility users and passersby on Firbridge Way. The dimensions of the wall are approximately 8 ft. high and 25 ft. in length. The artwork should occupy the length of the wall and a minimum of 50% of the total wall area. Refer to Figures 5 to 8.

## OPPORTUNITY NO.2 - LEGACY ARTWORK

Artists with practices in mixed-media, painting, printmaking, photography, low-relief sculpture and textile arts are welcome to apply. Artists are not required to engage community in the making of the legacy artwork; however, they must respond to the themes of "Diversity, Harmony and Distinctiveness". Preference will be given to applications that incorporate environmentally friendly and sustainably sourced materials and methods of production. The artwork must be low maintenance.

## LEGACY ARTWORK BUDGET

The total budget for this project is \$5,000. This budget includes (but is not limited to) artist fees, insurance, administration, design, materials, fabrication, installation and photography.

## LEGACY ARTWORK LOCATION

The artwork will be located on a wall above a staircase connecting the main lobby to the second floor. The dimensions of the wall are approximately 8 ft. high x 6 ft. wide. Refer to Figure 9.



# call to artists



## ARTIST ELIGIBILITY

This call is open to artists residing in British Columbia. Artists who are currently contracted by the City for a public art commission are not eligible to apply. City of Richmond employees and City Centre Community Association staff and board members are not eligible to apply.

## SELECTION PROCESS

A three (3) member selection panel consisting of a combination of artists, art professionals and community representatives will engage in a one stage artist selection process to review all artist submissions. At the conclusion of the process, the panel will recommend two (2) artists or artist teams. The selected artists will enter into a contract with the City of Richmond and develop the concept to be submitted for review by the Richmond Public Art Advisory Committee (RPAAC) and City staff before implementation of the project.

For the Community Art Project, the Selection Panel may choose to recommend up to three artists for a follow up interview with community centre representatives and staff. Artists will be given an honorarium for their time and preparation.

## ARTIST SELECTION CRITERIA

Submissions to the call will be reviewed and decisions made based on:

- Artistic merit of the statement of intent in response to the artist call themes;
- Ability of the artwork to respond to scale, colour, material, texture and other physical and site-specific characteristics of the location.
- Artist's capacity to respond to the cultural context of the community and work with children, youth, adults, seniors and individuals with special needs, design professionals and project stakeholders.
- Appropriateness of the proposal to the Public Art Program goals: [www.richmond.ca/culture/publicart/plans/policy](http://www.richmond.ca/culture/publicart/plans/policy)

## SUBMISSION REQUIREMENTS

E-mail all documentation as one (1) PDF document, not to exceed a file size of 5 MB to: [publicart@richmond.ca](mailto:publicart@richmond.ca)

- INFORMATION FORM – Please complete the information form attached to this document.
- STATEMENT OF INTENT – 300 words or less, explaining conceptual approach to the work, why the artist is interested in this opportunity and how the project responds to the selection criteria.
- OPTIONAL: CONCEPTUAL ARTIST SKETCH – (1 page maximum) a preliminary concept visualization to accompany the statement of intent and how you are responding to the selection criteria.

# call to artists



- **ARTIST CV** – (1 page maximum). Teams should include one page for each member.
- **WORK SAMPLES** – Ten (10) supporting image examples of previous work. One image per page. Please include artist name(s), title, year, location and medium information to be on each image page.
- **REFERENCES** – The name, title and email contact for two references, who can speak to your skills, abilities and art practice.

## PROJECT TIMELINE

**Submission Deadline:** Tuesday, August 22, 2017  
**Finalist Notifications:** September 2017  
**Completion:** February 2017

## SUBMISSION GUIDELINES

1. All supporting documents must be complete and strictly adhere to these guidelines and submission requirements (above) or risk not being considered.
2. Portfolio images and concept sketches are best formatted to landscape orientation.
3. Submission files must be 5 MB or smaller.
4. If submitting as a team, the team should designate one representative to complete the entry form. Each team member must submit an individual resume/curriculum vitae. (See Submission Requirements)
5. All documents must be sent by e-mail to: [publicart@richmond.ca](mailto:publicart@richmond.ca)

## ADDITIONAL INFORMATION

1. If required, the selected artist may be required to show proof of WCB coverage and up to \$5,000,000 general liability insurance.
2. Please be advised that the City and the selection panel are not obliged to accept any of the submissions and may reject all submissions. The City reserves the right to reissue the Artist Call as required.
3. All submissions to this Artist Call become the property of the City. All information provided under the submission is subject to the Freedom of Information and Protection of Privacy Act (BC) and shall only be withheld from release if an exemption from release is permitted by the Act. The artist shall retain copyright in the concept proposal. While every precaution will be taken to prevent the loss or damage of submissions, the City and its agents shall not be liable for any loss or damage, however caused.
4. Extensions to the deadline will not be granted under any circumstances. Submissions received after the deadline and those that are found to be incomplete will not be reviewed.

## Questions

Contact the  
Public Art Program:  
Tel. (604) 204-8671  
[publicart@richmond.ca](mailto:publicart@richmond.ca)

# call to artists



Figure 5 – approximate dimensions of the wall: 8 ft. high x 25 ft. length



Figure 6 – Approximate dimensions of the wall: 8 ft. high x 25 ft. length

## Community Wall Artwork in Fitness Centre



# call to artists



## Community Wall Artwork in Fitness Centre

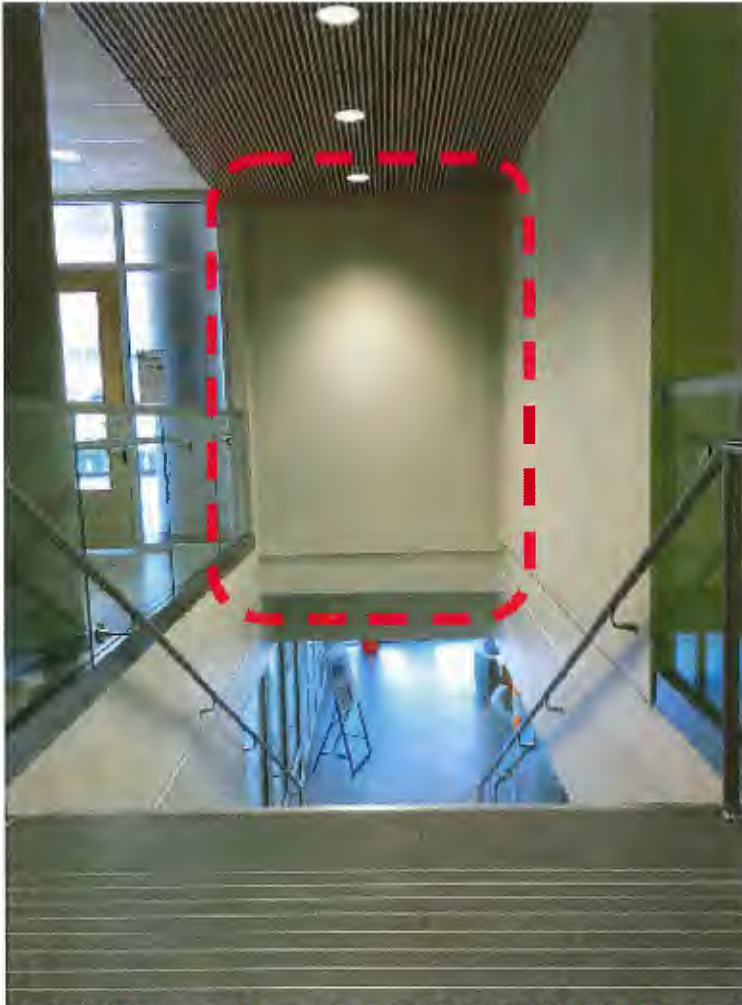
Figure 7 – Passersby on Firbridge Way will be able to see the artwork through the glass façade highlighted.



Figure 8 – Passersby on Firbridge Way will be able to see the artwork through the glass façade highlighted.



# call to artists



**Legacy Artwork  
at Stairwell**

Figure 9 – Wall above stairwell, approximate dimensions of the wall: 8 ft. high x 6 ft. wide.

### Artist Concept Proposal – Community Art Project in Fitness Centre



Figure 1. Artist rendering of digitally composed photographic mural in Fitness Centre.

### **Artwork Concept Proposal**

The artwork is a photographic mural composed of images of found branches and colourful paper leaves interspersed with real leaves in the shape of a vine. The artist aims to engage culturally diverse and multi-generational community members in the making of the digital printed mural. The artist will lead workshops in drawing, painting, collage and stamp-making. Other public engagement activities may include a plant walk to discover and forage local flora and workshops on how to create tea blends and weaving baskets using locally foraged material.

### **Artist Bio**

**Laara Cerman** explores the intersection of art, science, history and the themes of impermanence, a return to nature and the fragility of life. She creates her photographs by capturing multiple digital images and then pieces them together in post-production, a skill she has mastered through working as a freelance retoucher in the commercial photography industry.

### Artist Concept Proposal – Legacy Artwork at Staircase



Figure 1. Artist rendering of concept proposal for *Stepping Stones*.

### **Artwork Concept Proposal**

The artwork is composed of a colourful series of seven large circle-shaped textile pieces. Each “stepping stone” is a different colour, symbolizing a set of values and natural elements including courage/earth, passion/fire, harmony/wood, compassion/water, history/future, engagement/collaboration and equality/inclusivity.

### **Artist Bios**

**Nadine Flagel** unites a love of text with a love of textiles. She encountered her first hooked rug while studying in Nova Scotia for her Ph.D. in English Literature. She has been making contemporary hand-hooked rugs for fifteen years. She enjoys the sensuous juxtapositions of texture and colour when upcycling textiles from hand-me-downs and thrift store finds. A self-taught artist, Nadine has studied under instructors at an advanced level, has been awarded several art commissions and grants and is a member of the Vancouver Guild of Fibre Artists.

**Deirdre Pinnock** is a Toronto-raised, Vancouver-based rug hooking and fiber artist. Through continuing education classes, Deirdre encountered rug hooking, which she loves for its technical freedom, vivid colours and therapeutic qualities. She consistently explores childhood and diversity through multiple playful studies in her "Friends" series. She has exhibited in several group exhibitions and is a member of a local group of rug hooking artists, Gone Hooking.





# City of Richmond

## Report to Committee

**To:** Parks, Recreation and Cultural Services  
Committee

**From:** Jane Fernyhough  
Director, Arts, Culture and Heritage Services

**Re:** Richmond Canada 150 – Year in Review

**Date:** November 6, 2017

**File:** 11-7000-01/2016-Vol  
01

### Staff Recommendation

1. That the staff report titled “Richmond Canada 150 – Year in Review,” dated November 6, 2017, from the Director, Arts, Culture and Heritage Services, be received for information; and
2. That the “Richmond Canada 150 – Year in Review” report be circulated to the community partners and funders for their information.

Jane Fernyhough  
Director, Arts, Culture and Heritage Services  
604-276-4288

Att. 5

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Economic Development Parks & Recreation Services Corporate Partnerships	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	
<b>REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE</b>	<b>INITIALS:</b> CS	<b>APPROVED BY CAO</b> 



## Staff Report

### Origin

Under the guidance of the Canada 150 Celebration Steering Committee, the City produced a comprehensive program of events in 2017 to celebrate Canada's 150<sup>th</sup> anniversary of confederation. The Richmond Canada 150 program included more than 70 activities from small community events to major festivals that celebrated our City's multicultural, maritime and agricultural heritage.

This report provides Council with a review of the Richmond Canada 150 program and supports the following Council Term Goals, 2014-2018:

#### #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.*

#### #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.*

#### #8 Supportive Economic Development Environment:

*Review, develop and implement plans, policies, programs and practices to increase business and visitor appeal and promote local economic growth and resiliency.*

### Analysis

In 2015 City Council created a Canada 150 Steering Committee and appointed Councillors Bill McNulty (Chair), Linda McPhail and Harold Steves. This committee developed an ambitious program of events and activities which was endorsed by City Council. The committee guided the implementation of this wide ranging program highlighted in this report. The Richmond Canada 150 program follows the Council endorsed vision and guiding principles as follows:

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

Through the Community Celebration Grants and City-produced events, the Richmond Canada 150 program was successful in engaging the community resulting in meaningful collaborations and spirited celebrations. Collectively, thousands of volunteers helped make the events come to life for hundreds of thousands in the community. These events also provided opportunities for residents to learn new skills and acquire valuable work experience.

Festivals and events increased the City's profile by showcasing a unique waterfront, maritime history, multicultural diversity and dynamic City Centre. They also provided free or low-cost entertainment options for residents and provided an auxiliary economic contribution to the community by retaining resident spending and attracting day visitor spending from the region.

As per the Guiding Principles, the Richmond Sustainable Events Toolkit and Seven Step Quick Guide were distributed to event organizers as part of their Richmond Canada 150 funding and/or permit requirement and each event was required to demonstrate a sustainable action plan. The City's Wheel Watch bike valet and water stations were at every major City-produced event along with the Green Ambassadors who managed waste diversion for the festivals.

To augment the largest events, the Richmond Canada 150 Heritage Pavilion was created to tell the story of Richmond's past. This interactive pavilion traveled to all of the major festivals and featured activations like Richmond Heritage Fair, Ties to Richmond, postcards from Richmond, 150 button making and branded merchandise.

The Richmond Canada 150 program also supported many of the City's annual events including Public Works Open House, Sunset Series at the Oval, Doors Open and Culture Days. Each event incorporated the Canada 150 theme into their programming and activations.

#### Richmond Canada 150 Community Celebration Grants

The Richmond Canada 150 Community Celebration Grant Program helped small, Richmond-based non-profit organizations, community associations and neighbourhood groups plan and execute activities and events to create lasting memories of Canada 150. A total of \$146,300 was awarded to 47 projects including small festivals, PAC events, neighbourhood celebrations, and heritage projects. See Attachment 1 for a list of funded projects and Attachment 5 for a collection of promotional posters from the events.

### Richmond Canada 150 Major Events and Activities

The following major events and activities were produced by the City for the benefit of Richmond residents and visitors to celebrate Canada's 150<sup>th</sup> anniversary of Confederation. Volunteer and budget details for each can be found in Attachments 2 and 3.

#### **9<sup>th</sup> Annual Children's Arts Festival: February 13-17, 2017**

With a focus on Canada 150, this popular event, presented in partnership with the Library and Minoru Place Activity Centre, returned to the Richmond Library, Cultural Centre, Minoru Place Activity Centre, Minoru Arenas and the Minoru Plaza.

Including the public day and school out-trip week, more than 7,000 participants took part in dozens of hands-on workshops led by professional artists. Interactive arts programs, theatre and music performances and roving entertainers including the premier of the Circus West production *Glowing Hearts* commissioned by the Festival in honour of Canada 150.

#### **Ships to Shore – *King of the Sea*: May 3-8, 2017**

Ships to Shore *King of the Sea* featured the Japanese tall ship, *Kaiwo Maru*, at the docks of Garry Point Park. An estimated 75,000 visitors welcomed the 361 feet long, 182 feet tall vessel and its 170 crew at this free three-day festival. Boarding passes were fully subscribed and thousands more viewed the ship from the docks and shore. Pre-booked paddlewheel boat tours brought visitors from Britannia Shipyards National Historic Site for a waterside viewing of the *Kaiwo Maru*. The festival was animated with entertainment, a main stage and community stage performances included a headline performance by Alan Doyle. The festival featured food trucks, vendors, Kids Cove activity area, carnival rides, and community exhibits including the Richmond Canada 150 Pavilion.

Community participants included the Gulf of Georgia Cannery, Tourism Richmond, Steveston Japanese Language School, Nikkei Centre, Steveston Japanese Cultural Centre, Steveston Merchants Association, Canadian Coastguard, RCMSAR, Steveston Community Association, and Britannia Heritage Shipyard Society.

#### **High School Concert Series: May–October, 2017**

Richmond secondary schools participated in the High School Concert Series tour. Events in spring and fall took place over the lunch hour.

Each of the schools had a team of students who helped with the planning, programming and emcee roles for their event. In May, students enjoyed performances by the school band and/or dance group, followed by a performance by local indie band Good for Grapes.

In September and October, event programming changed to an "Electric Lunch Picnic" theme where students were able to participate and learn fun hip-hop moves with Diamonds in the Rough, be captivated by national yo-yo champion Harrison Lee and enjoy live spinning by DJ Rico Uno.

This project was funded by the Government of Canada's Canada 150 Fund.

**Pioneer Luncheon: May 27, 2017**

The Pioneer Luncheon was a special celebration to recognize the contributions of Richmond's long-time residents. Individuals who had lived in Richmond for 50 years or longer were invited to register to receive an invitation to the luncheon which took place under tents on Richmond City Hall's north plaza. Approximately 720 guests, some whom had lived in Richmond for more than 90 years, enjoyed a catered lunch, live entertainment, words from the Mayor, as well as memories of growing up in Richmond from Richmond pioneers Councillor Harold Steves and former school teacher Charan Gill.

Each guest received a special commemorative certificate and a Pioneer pin as a parting gift. Attendees were also invited to share their stories to create a video legacy for future generations. This video, along with a highlight reel showcasing the event, is available for viewing on the City's YouTube channel.

**Richmond Canada Day in Steveston: July 1, 2017**

On July 1, celebrations were enhanced with the addition of a new street festival: Richmond Canada Day in Steveston. The festival site included Steveston Village, Imperial Landing, Gulf of Georgia Cannery, Britannia Shipyards National Historic Site, Steveston Museum and Steveston Tram. Sections of Bayview Street, No. 1 Road, and First Avenue were closed for the festival.

Richmond Canada Day featured six stages, 30 artists, more than 50 exhibitors, food trucks and fireworks. The festival also included a flag raising ceremony at the Gulf of Georgia Cannery prior to the parade and boat viewing comprised of 19 vessels. An estimated 12,000 people visited the docks. The Steveston Interurban Tram hosted more than 4,000 visitors and the Steveston Museum saw 2,170 children and adults receive temporary tattoos in the museum's Town Square Park.

The City collaborated with the organizers of the Steveston Salmon Festival and, between the two events, overall attendance exceeded 100,000 people.

**Music in the Plaza: June – September, 2017**

The Music in the Plaza project was produced to support Our Home and Native Bloom, Doors Open and Culture Days with musical programming for a total of 14 days. Performing artists included Shyama-Priya, Desiree Dawson, Vashon Ensemble and Em Chambers. Music in the Plaza helped animate the public spaces and provided free entertainment to the community.

**14<sup>th</sup> Annual Richmond Maritime Festival: August 12-13, 2017**

The Richmond Maritime Festival attracted an estimated 40,000 participants over the two-day event. In partnership with the Britannia Heritage Shipyard Society and the Richmond Arts Coalition, the festival honoured both the cultural and maritime history of Steveston and celebrated the Britannia Heritage Shipyards National Historic site.



Thanks to Department of Canadian Heritage funding through the Richmond Arts Coalition (RAC), local artists and artisans offered a variety of performances and interactive exhibits including live music, puppeteers, hands-on art activities and more. Performance highlights included the Halifax Wharf Rats, Tiller's Folley, Mere Phantom and Good For Grapes. Artisan highlights included fish printing, a maritime knit-in, paddle painting and coracle weaving.

Britannia Heritage Shipyard Society volunteers helped the Maritime Festival highlight wooden boats at the event with a special focus on boat displays, hands-on boat building opportunities and performances. This area also included wooden ship boarding opportunities, dragonboat experiences, displays and a traditional First Nations War Canoe.

### **3<sup>rd</sup> Annual Richmond World Festival: September 1-2, 2017**

In 2017, Richmond World Festival expanded to two days at Minoru Park and the Richmond Cultural Centre, and attracted more than 45,000 people from across the region. The festival's primary objective was to celebrate the city's vast cultural diversity through music, food, arts and sport and this was achieved through nine stages, over 80 performances, 50 food trucks and 80 exhibitors.

Performance highlights included South Korea's hip-hop artist, Verbal Jint, who headlined the Friday night concert and Tokyo Police Club and Dragonette who headlined Saturday night. The festival also featured numerous poets, cultural "how to" demonstrations and cutting edge artists in Cinevolution's Digital Carnival.

Community partners included City Centre Community Association (CCCA), Cinevolution, Richmond Public Library, Richmond Multicultural Heritage Festival, Vancouver Chinese Opera and the Dynamo Fencing club. The festival's Advisory Committee included representatives from the CCCA, Richmond Multicultural Community Services, Richmond Centre for Disability and School District No. 38.

### **Richmond Harvest Fest: September 30, 2017**

The inaugural Richmond Harvest Fest attracted an estimated 5,000 visitors to celebrate agriculture in Richmond and the grand opening of the Garden City Lands with a harvest-themed atmosphere and thematic activities, design elements and entertainers.

Highlights included a marketplace featuring local produce and artisan products, local craft beer and wine, country dining with local food vendors, cooking demonstrations, children's activities including a straw bale slide and tractor-pulled wagon ride, and a main stage featuring a headline performance from Jon and Roy. Community displays engaged and educated visitors on topics from urban agriculture and farming in Richmond to recycling and sustainability.

Community partners included Kwantlen Polytechnic University, Richmond Food Security Society, The Sharing Farm Society, Richmond Public Library, David Suzuki Foundation, Richmond Nature Park, City Centre Community Association and Garden City Lands Conservation Society.

### Canada 150 Celebrations Public Art Plan

On November 28, 2016, Council endorsed the Canada 150 Celebrations Public Art Plan, as the guiding plan for public art opportunities in support of Canada 150 celebrations and major event programming. In 2017, the following projects were completed:

***Arrival of S.V. Titania***, by John M. Horton

Installed April 15, 2017 outside Council Chambers in Richmond City Hall, this painting by noted maritime painter and long-time Richmond resident John M. Horton, depicts the ship S.V. *Titania* and its first visit to Steveston harbour in September 1889, where it received the first direct shipment of canned salmon at Britannia Wharf.

***Arrival of S.V. Titania mural in Steveston*** by Dean Lauzé and Christina Lauzé

Professional muralists were commissioned through an open artist call to reproduce John Horton's painting, *Arrival of S.V. Titania* on an outdoor wall at the Steveston Hotel. Work was completed with social media and news updates during the painting to invite the public to observe and visit the artists during their working hours on site.

***Fluvial Fan*** by Nicole Alden, Patrick Beech, Genevieve Depelteau, John Musil, Allison Tweedie

*Fluvial Fan* was a pop-up garden installation at Richmond City Hall Plaza composed of more than 4,700 potted plants representing species native to British Columbia. Designed by landscape architecture students from the University of British Columbia, the design depicted floral "islands" to symbolically represent Richmond's 17 islands and the landforms that have been shaped over time by the Fraser River. The installation was part of *Our Home and Native Bloom*, an interdepartmental project and collaboration between Public Art, Engineering Sustainability, Parks Services and Major Events. The project incorporated weekly educational artist talks, workshops and Music in the Plaza programming from June 7 to July 8, 2017.

***Fraser Giant*** by Henry Lau and David Geary

*Fraser Giant* was selected through a national open artist call competition to create a Canada 150 legacy public artwork at Richmond City Hall. The 20-foot-long stainless steel sculpture represents a 150 year-old white river sturgeon as a symbol of resilience, endurance and strength. The sturgeon, native to the Fraser River, also represents the significance of the region's fishing heritage and relationship to the river.

***Meander*** by Becki Chan and Milos Begovic

*Meander* is a set of 20 bright blue portable modular benches. Inspired by the Fraser River and the winding paths that define Lulu Island and the Fraser Delta, the shape and colour of these functional artworks can be used in many configurations to provide audience and informal seating areas. *Meander* benches will be used at major events for years to come.

### **Corporate Partnerships & Federal Grants**

The City's major festivals in the Richmond Canada 150 program were supported by numerous corporate partnerships and federal grants totalling \$472,908 in cash and value in-kind.

Federal grants were received from the Celebrate Canada Fund, the Building Communities Through Arts & Heritage Fund, and the Canada 150 Fund. The City's Corporate Partnerships section secured sponsorship with Coast Capital Savings, YVR, RE/MAX, Port of Vancouver, TD Bank, Lansdowne, Kidtropolis, Ikea, Cowell Auto Group, Kins Farm Market, Tangerine, River Rock, Polygon Homes, Translink, Japan Airlines, JTB International, Dueck GM, SunLife Financial, Townline, OceanSpray, Canadian Western Bank, Fraser Surrey Dock, CF Richmond Centre, KPU, Sheraton Vancouver Airport, Vancity, Richberry Group, and Mayberry Farms. In addition, the Richmond Canada 150 program secured media partnerships with CTV, Richmond News, Georgia Straight, Z95, KissFM, QMFM, Virgin Radio, 102.7 the Peak, Daily Hive, and Miss604.

### **Financial Impact**

None.

### **Conclusion**

Through the guidance of the Canada 150 Steering Committee, the program made 2017 a year to celebrate. With more than 70 events produced and/or funded by the City, the program had a significant impact throughout the community especially in terms of capacity building and meaningful collaborations.

The program will conclude with a Volunteer Appreciation event on December 6, 2017, where volunteers and community event organizers will be recognized for their contribution to the Richmond Canada 150 program.

To commemorate the year, the Richmond Canada 150 website ([www.richmondcanada150.com](http://www.richmondcanada150.com)) will serve as a digital time capsule showcasing all past events with photos, video and a written summary. In addition, a souvenir publication will be produced in early 2018 along with a highlight video.

The community of Richmond has a long history of hosting a wide variety of events and celebrations. These events enrich the quality of life and contribute significantly to our City's

November 6, 2017

- 9 -

social and economic well-being. They are also beneficial for enhancing a community's identity and profile to its residents and visitors.

A handwritten signature in black ink, appearing to read 'Bryan Tasaka', with a stylized flourish at the end.

Bryan Tasaka  
Manager, Major Events & Film  
604-276-4320

- Att. 1: Recipient List: Richmond Canada 150 Community Celebration Grant  
2: Richmond Canada 150 Program Budget Summary  
3: Major Events Summary: Richmond Canada 150  
4: Major Event Posters  
5: Community Event Posters



## Recipient List: Richmond Canada 150 Community Celebration Grant

Event Name	Organized by	Event Date	150 Funding
150 Years On - The Gift of Our Journey	Richmond Family Place Society	Various Dates	\$ 7,300.00
ArtRich 2017	Richmond Arts Coalition	December 1 - 31, 2017	\$ 6,000.00
BC Elementary Championship Track & Field Meet	Kajaks Track and Field Club	May 27, 2017	\$ 1,000.00
Best of the West	Alfred B. Dixon Elementary PAC	June 2, 2017	\$ 2,500.00
Black History Month Celebration	CHIMO Community Services	February 3, 2017	\$ 2,500.00
Brighthouse Community Labyrinth	Samuel Brighthouse Elementary PAC	May 27, 2017	\$ 2,500.00
Canada 150 Fun & Games	Brighthouse Neighbourhood Group	December 1, 2017	\$ 2,500.00
Canada 150 Multicultural Celebration	Thomas Kidd Elementary PAC	June 9, 2017	\$ 2,500.00
Canadian Experience	Plaza Projects	Various Dates	\$ 1,000.00
Celebrating Our Diverse Community	GOAN Overseas Association	August 20, 2017	\$ 2,500.00
Cherry Blossom Festival	B.C. Wakayama Kenjin Kai	April 2, 2017	\$ 10,000.00
East Richmond : Then and Now Canada 150	East Richmond Community Association	August 16, 2017	\$ 2,500.00
Eternal Return - Artist Talks, Workshops and Performances	Richmond Art Gallery Association	August 2, 2017	\$ 1,500.00
explorART 2017 Canadian Painting & Design Competition for Children and Youth	New Primary Colour Arts Foundation	November 1, 2017	\$ 2,500.00
FUNtastic Canada 150	Multicultural Helping House Society of Richmond 55+ers	June 10, 2017	\$ 2,500.00
Gilmore Then & Now	James Gilmore Elementary PAC	May 25, 2017	\$ 2,500.00
Hamilton Night Out	Hamilton Community Association	June 23, 2017	\$ 2,500.00
Harvest Full Moon Project - The 150 Year Journey	Richmond City Centre Community Association	October 7, 2017	\$ 2,500.00
Hugh Boyd Mural Festival	Hugh Boyd PAC	October 1 - 31, 2017	\$ 2,500.00
London Family Farm Day	London Heritage Farm	August 20, 2017	\$ 2,000.00
Mitchell Canada 150th Art Celebration	Mitchell Elementary PAC	June 15, 2017	\$ 2,500.00
Oh Canada - Multicultural Creative Writing Festival	WS Multicultural Group	September 2, 2017	\$ 2,500.00
Oral Histories for the Land and Sea to the Land and Sea	Sharing Farm Society	June 22, 2017 & June 29, 2017	\$ 5,000.00
Our Canadian Bookcase	Textile Art Guild of Richmond	June 15, 2017	\$ 2,000.00
Pull of the Net	Gulf of Georgia Cannery	Various Dates	\$ 3,000.00
RCS Canada 150 Carving Show	Richmond Carvers Society	May 27-28, 2017	\$ 8,000.00
Red Curtain Art Series	Thompson Community Association	July 14, 2017	\$ 2,500.00
Richmond Celebration of the 150th Anniversary of Lacrosse	Richmond Lacrosse Association	September 16, 2017	\$ 1,000.00
Richmond Eats, Farm to Fork Cookbook	Richmond Food Security Society	N/A	\$ 2,000.00
Richmond's Aboriginal History and Future	Connections Community Services Society (operating as Richmond Youth Service Agency)	June 17, 2017	\$ 5,000.00
Share Your Story, Create a Legacy	Minoru Seniors Society	March 29, 2017	\$ 5,000.00
Sing You Home	Richmond Youth Choral Society	May 27, 2017	\$ 5,000.00

South Arm's Canada 150 Celebration	South Arm Community Association	June 24, 2017	\$ 2,500.00
Steveston Neighbourhood Community Block Party	River Community Church/ West Coast Baptist Association	June 24, 2017	\$ 500.00
Stories of an Experience of Homelessness in Richmond	Turning Point Recovery Society	June 1-30, 2017	\$ 4,000.00
Summer Arts Festival 2017	Richmond Chinese Community Society	July 29, 2017	\$ 1,000.00
Summer West Fest at West RCC	West Richmond Community Association	August 30, 2017	\$ 2,500.00
The Claysmith Road 150 Canadian Celebration	Doug Symons & Dawn Thomson	July 1, 2017	\$ 200.00
The Richmond Peace Labyrinth - Phase 2 Meditation and Community Gardens	Richmond Peace Labyrinth and Richmond Garden Club	October 1-31, 2017	\$ 4,000.00
The Roses Giant Play Day	William Bridge Elementary PAC	May 26, 2017	\$ 2,500.00
The Sense of Wonder Walk	Richmond Nature Park Society	May 28, 2017	\$ 2,500.00
The Voice of the River	Cinevolution Media Arts Society	September 23, 2017	\$ 4,800.00
Tomekichi Homma Spring Carnival	Tomekichi Homma Elementary PAC	May 26, 2017	\$ 2,500.00
Walking Tour Vignettes	Steveston Historical Society	June - July, 2017	\$ 8,000.00
Whats in a Name? Name Origins Project	Friends of the Archives	N/A	\$ 4,000.00
Whiteside Sping Fair: Celebrate Canada's 150th Birthday	James Whiteside Elementary PAC	May 25, 2017	\$ 2,500.00
<b>Funding Total</b>			<b>\$ 146,300.00</b>

**Richmond Canada 150****Richmond Canada 150 Budget Status** (Projected as of Oct 2017)**REVENUE**

<b>SOURCE</b>		<b>TOTAL</b>
City Funding	\$	2,875,000
Sponsorship	\$	313,375
Federal Grants	\$	141,600
Other (e.g., ticket sales, exhibitor fees, food trucks, etc.)	\$	156,334
<b>Total Revenue</b>	<b>\$</b>	<b>3,486,309</b>

**EXPENSES**

<b>EVENT</b>		<b>PROJECTED</b>
Children's Arts Festival	\$	194,628
Ships to Shore - Kaiwo Maru	\$	741,954
Pioneer Luncheon	\$	76,452
Music in the Plaza (e.g., Sunset Series, Culture Days, Doors Open, etc.)	\$	30,000
High School Concert Series	\$	40,000
Richmond Canada Day (w Ships to Shore zone)	\$	480,691
Maritime & Wooden Boat Festival	\$	458,937
World Festival	\$	470,861
Harvest Festival	\$	209,419
Other Projects (e.g., Our Home & Native Bloom, Night Market, Heritage Fair, Geocaching, Richmond Review, Volunteer Appreciation Party, etc.)	\$	135,000
Community Celebration Grant Program	\$	150,000
Marketing	\$	180,000
Specialized Resources (program staff team)	\$	250,000
<b>Total Expenses</b>	<b>\$</b>	<b>3,417,942</b>
<b>Balance</b>	<b>\$</b>	<b>68,367</b>

NOTE: The figures listed in the "Projected" column are based on working budgets. The final totals are subject to change once the all expenses are paid and properly reconciled.

## Major Events Summary: Richmond Canada 150

	Children's Arts Festival	Ships to Shore: Kaiwo Maru	Pioneer Luncheon	Music in the Plaza	High School Concert Series	Canada Day in Steveston	Maritime & Wooden Boat Festival	World Festival	Harvest Fest	Celebration Grants	TOTAL
Attendance (estimate)	7,000	75,000	700	5,000	2,000	100,000	40,000	45,000	5,000	11,000	290,700
Number of Volunteers	35	159	42	10	30	172	129	105	41	1100	1,823
Volunteer Hours	185	1440	374	20	100	1032	1150	968	293	8800	14,362

REVENUE**:											
City funding	\$ 122,947	\$ 675,000	\$ 60,000	\$ 30,000	\$ -	\$ 385,000	\$ 380,000	\$ 300,000	\$ 150,000	\$ 150,000	\$ 2,252,947
150 Contingency	\$ -	\$ 4,545	\$ 11,452	\$ -	\$ -	\$ 24,691	\$ -	\$ -	\$ -	\$ -	\$ 40,688
Sponsorship	\$ 28,000	\$ 36,375	\$ 5,000	\$ -	\$ -	\$ 53,000	\$ 40,000	\$ 133,000	\$ 18,000	\$ -	\$ 313,375
Grants	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ 7,000	\$ 54,600	\$ -	\$ 40,000	\$ -	\$ 141,600
Other Revenue: Ticket sales, exhibitor fees, etc.	\$ 43,681	\$ 6,662	\$ -	\$ -	\$ -	\$ 11,000	\$ 1,694	\$ 38,000	\$ 2,350	\$ -	\$ 103,387
TOTAL EVENT REVENUE:	\$ 194,628	\$ 722,582	\$ 76,452	\$ 30,000	\$ 40,000	\$ 480,691	\$ 476,294	\$ 471,000	\$ 210,350	\$ 150,000	\$ 2,851,997
EXPENSES**:											
Marketing (e.g., advertising, social media, website, etc.)	\$ 20,621	\$ 23,091	\$ 450	\$ 3,000	\$ -	\$ 19,165	\$ 9,430	\$ 16,529	\$ 14,939	\$ 3,700	\$ 110,925
Artist Programming (e.g., artists, instructors, workshops, etc.)	\$ 51,750	\$ 132,016	\$ 2,000	\$ 9,500	\$ 16,200	\$ 89,450	\$ 64,674	\$ 135,623	\$ 46,194	\$ 146,300	\$ 693,707
Boat Programming (e.g. appearance fees, dock infrastructure)	\$ -	\$ 241,615	\$ -	\$ -	\$ -	\$ 85,515	\$ 104,238	\$ -	\$ -	\$ -	\$ 431,368
Production (e.g., stage, sound, tents, power, catering, etc.)	\$ 50,478	\$ 167,865	\$ 63,726	\$ 12,500	\$ 8,000	\$ 151,486	\$ 112,689	\$ 171,013	\$ 61,444	\$ -	\$ 799,201
Safety & Security (e.g., first aid, security, traffic, etc.)	\$ 6,407	\$ 54,157	\$ 2,287	\$ 1,500	\$ -	\$ 58,880	\$ 13,412	\$ 45,484	\$ 16,281	\$ -	\$ 198,408
Labour (e.g., producer, crew, aux. staff, etc.)	\$ 60,196	\$ 93,018	\$ 6,738	\$ 3,250	\$ 15,800	\$ 64,092	\$ 147,447	\$ 94,012	\$ 64,226	\$ -	\$ 548,779
Volunteer (e.g., meals, shirts)	\$ 5,176	\$ 10,820	\$ 1,251	\$ 250	\$ -	\$ 12,103	\$ 7,048	\$ 8,200	\$ 6,335	\$ -	\$ 51,183
TOTAL EXPENSES	\$ 194,628	\$ 722,582	\$ 76,452	\$ 30,000	\$ 40,000	\$ 480,691	\$ 458,937	\$ 470,861	\$ 209,419	\$ 150,000	\$ 2,833,570

\* The revenues and expenses shown in the table above are projected totals. Final numbers will be available in the new year once the actuals are finalized.





## COMMUNITY CELEBRATIONS

London Family Farm Day | Share your Story, Create a Legacy: Showcasing Seniors | Activate Wellness Fair 55+  
 czaART 2017 | 150 Years One: The Gift of Our Journeys | Stay for Life | Walking Tour Vignettes  
 Our Canadian Bookcase | Red Curtain Arts Series | Stories of an Experience of Homelessness in Richmond  
 Oh Canada-Multicultural Creative Writing Festival | Spirit of Cherry Blossom Celebration  
 Black History Month Celebration | National Aboriginal Day Celebration | Celebrating Our Diverse Community  
 Best of the West | Canada 150 Fun & Games | The Voice of the River | East Richmond: Then and Now  
 What's In a Name? | Nova Origins Project | Fishing on the Fraser Speakers Series & Mural  
 Hamilton Night Out | Hugh Boyd Mural Festival | Gleaners Then and Now | White Side Spring Fair  
 BC Elementary Championship Truck & Field Meet | Mitchell Canada 150 Art Celebration | Canadian Experience  
 Eternal Return | ArtRich 2017 | Chinese Art & Cultural Festival | Harvest Fall Moon Project  
 Richmond Eats, Farm to Fork Cookbook | Richmond Celebration of the 150th Anniversary of all across  
 The Sense of Wonder Walk | Brightness Community Labyrinth | South Arm's Canada 150 Celebration  
 The Richmond Peace Labyrinth | Great Histories from the Land and the Sea to the Land and the Sea  
 Canada 150-Multicultural Celebration | Remembrance Days | Summer West Fest | FURtastic 2017  
 The House Guest Play Day | Richmond Carvers Society Annual Show

[RichmondCanada150.com](http://RichmondCanada150.com)



## 2017 IS THE YEAR TO CELEBRATE!

Feb 12 | CHILDREN'S ARTS FESTIVAL  
 Apr 22 | READY SUMMIT  
 May | HIGH SCHOOL CONCERT SERIES  
 May/June | MUSIC IN THE PLAZA  
 May 3-8 | SHIPS TO SHORE: KING OF THE SEA  
 May 6 | RICHMOND GEOTOUR  
 May 12-13 | RICHMOND REGIONAL HERITAGE FAIR  
 May 13 | PUBLIC WORKS OPEN HOUSE  
 May 27 | PIONEER LUNCHEON  
 June/July | OUR HOME AND NATIVE BLOOM  
 June 2-4 | DOORS OPEN RICHMOND  
 June 13 | OLYMPIC DAY AT THE OVAL  
 July/August | SUNSET SERIES AT THE OVAL  
 July 1 | STEVESTON SALMON FESTIVAL & RICHMOND CANADA DAY IN STEVESTON VILLAGE  
 Aug 12-13 | RICHMOND MARITIME FESTIVAL  
 Sept 1-2 | RICHMOND WORLD FESTIVAL  
 Sept 29-Oct 1 | CULTURE DAYS  
 Sept 30 | RICHMOND HARVEST FEST

[RichmondCanada150.com](http://RichmondCanada150.com)



## PIONEER LUNCHEON

RICHMOND CITY HALL

MAY 27, 2017

HAVE YOU LIVED IN RICHMOND FOR 50 YEARS OR MORE?

The City of Richmond is recognizing the contributions of Richmond's long-term residents who have helped shape the community.

REGISTER NOW TO RECEIVE AN INVITATION  
[RichmondCanada150.com](http://RichmondCanada150.com)



**It's back! Family Day!**

**CHILDREN'S ARTS FESTIVAL**

Monday February 13, 2017  
 Richmond Cultural Centre  
 7700 Alton Road | 10:00 a.m. to 4:00 p.m.  
 Canada is 150 years young. Join us for a day full of art artists and Canadians. Celebrate with cake, birthday games and a good old fashioned BOO.

Featuring:  
 Wild Monkeys | Marissa Jacoby  
 Circus World | Visions | Maple & Co  
 The Maritime Hockey Pub and a host of  
 Creativity classes led by professional artists

PRESENTED BY  
**LANSDOWNE**  
 CENTRE

Details at [www.childrensartsfestival.ca](http://www.childrensartsfestival.ca) | [RichmondChildrensArtsFestival](https://www.facebook.com/RichmondChildrensArtsFestival) | [FunRichmond](https://twitter.com/FunRichmond) | [childrensartsfestival](https://www.instagram.com/childrensartsfestival)

Presented by: **LANSDOWNE CENTRE**  
 Sponsors: **UBC Richmond**, **103.5 FM**, **Richmond**  
 Community Sponsors: **RAG**, **Public Library**  
 Media Sponsors: **103.5 FM**, **Richmond**



**RICHMOND CANADA DAY** in STEVESTON

presented by **YVR** YANKEE AIRPORT AUTHORITY

**PERFORMANCES BY:**  
**WINTERSLEEP**  
 HARPOONIST & THE AXE MURDERER  
 YOUNGBLOOD  
 + More!

**SATURDAY, JULY 1, 2017**  
 10:00am - 10:30pm, Steveston Village

Village Street Party featuring 6 Stages  
 Dreck Fireworks (10:15) | Riverside Village (June 30-July 2)  
 Gulf of Georgia Cannery | Britannia Shipyards  
 Steveston Interurban Tram  
 Steveston Museum

**RICHMONDCANADADAY.COM**



**SPONSORED BY:**  
 BELL, COWI, KUPU, CANADIAN PACIFIC, CTV, TELUS, and others.

**SHIPS TO SHORE** KING OF THE SEA **PRESENTED BY REMAX**



**THE KAIWO MARU IS COMING**  
 Experience Adventure at Garry Point Park, Richmond BC

Featuring headliner performance by  
**DEAR ROUGE** and **ALAN DOYLE** and the Garry Point

Admission is free to The Society's Boatyard and Japanese Garden  
 (10:00am - 10:00pm) and The Society's Boatyard (10:00am - 10:00pm) and Japanese Garden (10:00am - 10:00pm)

**MAY 5-7, 2017**  
**WWW.SHIPSTOSHORE.CA**

**SPONSORED BY:**  
 REMAX, SPOLSON, and others.

**RICHMOND WORLD FESTIVAL**

**PRESENTED BY COAST CAPITAL**

**MINORU PARK RICHMOND BC**

**FEATURES:**  
 Fri Sept 1, 4pm - 11pm  
 Sat Sept 2, 11am - 11pm

**PERFORMANCES BY:**  
 The Freshies & More, The Dirty Radio, Jacobin Pettit Band, Buckman Coe, Vancouver Cantabile Opera, Bumbie 7, MINGVA, Shari's Big, Most Rockin', Teague Flaminco, Indonesian Sitar, Uno Mas, Nakagawa Duo, Moriochi Del Sol, Red Stone Dance Co., Khac Chi World Music Group

**FEATURING:**  
 75+ ARTISTS ON 9 STAGES  
 FESTIVAL OF FLOWERS  
 PLUS 50 of the region's best international acts

**www.richmondworldfestival.com**

**SPONSORED BY:**  
 BELL, COWI, KUPU, CANADIAN PACIFIC, CTV, TELUS, and others.

**14TH ANNUAL RICHMOND MARITIME FESTIVAL**

**AUG 12-13** BRITANNIA SHIPYARDS  
 SATURDAY 11AM-7PM | SUNDAY 11AM-5PM

**PRESENTED BY PORT OF VANCOUVER**



**SPONSORED BY:**  
 PORT OF VANCOUVER, BELL, COWI, KUPU, CANADIAN PACIFIC, CTV, TELUS, and others.









# I ♥ CULTURE!

**culture days**  
 CREATE, PARTICIPATE & SHARE  
 September 29, 30 & October 1, 2017

**RICHMOND CANADA 150**

Dozens of free events happening across Richmond!  
 Start planning your weekend.

[culturedays.ca/richmond](http://culturedays.ca/richmond) #bcculturedays



# Open Richmond

June 3 and 4, 2017  
 10 a.m. to 4 p.m.



Discover Richmond's heritage, arts and culture during this FREE Doors Open weekend.

Join us for the Opening Celebration at the Richmond Cultural Centre  
 Friday, June 2, 5:30 p.m. to 8:30 p.m.

[www.richmond.ca/doorsopen](http://www.richmond.ca/doorsopen)

#DoorsOpenRichmond @DoorsOpenRichmond @RichmondBC #Richmond150

**SPONSORED BY**  
 WESTERN COAST HERITAGE SOCIETY OF CANADA, Canada, HERITAGE SOCIETY OF CANADA, RICHMOND CANADA 150

**ASSOCIATED BY**  
 richmond museum, Richmond

## ENGINEERING AND PUBLIC WORKS OPEN HOUSE

Saturday, May 13, 2017  
 11:00 a.m.–3:00 p.m.

Celebrate National Public Works Week at the City of Richmond's City Operations Yard, 5599 Lynas Lane, Richmond.



- Kids construction projects, excavator lessons, crafts and play areas
- Interactive environmental displays, giving conservation and sustainability tips along with lawn care information
- Hands-on Lafarge cement display
- "Show and Shine" classic car show sponsored by CUPE 394
- Participate in the Richmond Fire obstacle course and visit emergency, police and ambulance displays
- Live entertainment and food trucks
- Celebrate Canada 150 at Memory Lane
- Pick up a passport at the gate and collect all the stamps for a chance to win a prize. Kids eight and under can receive a coupon for a free food item.

For more information, visit: [www.richmond.ca/pwopenhouse](http://www.richmond.ca/pwopenhouse)



[www.richmond.ca](http://www.richmond.ca)    



**I LOVE CULTURE!**

**culture days**  
CREATE, PARTICIPATE & SHARE  
September 29, 30 & October 1, 2017

**RICHMOND CANADA 150**

Dozens of free events happening across Richmond!  
Start planning your weekend.

[culturedays.ca/richmond](http://culturedays.ca/richmond) #bcculturedays

**Richmond News**

# CANADA 150 CELEBRATION!

Cake Walk  
Street Hockey Game  
Canada Trivia  
T-Shirt Making  
Live Music  
BBQ  
Slushies  
Popcorn  
Arts & Crafts  
Much More!



## Gilmore Then & Now

Thursday, May 25<sup>th</sup>, 2017

5pm – 8pm

Gilmore Elementary

8380 Elsmore Rd, Richmond



**richmond\_arts\_coalition**  
Lansdowne Centre >

...

**RCCS CANADA 150**

## RICHMOND SUMMER ART AND CULTURAL FESTIVAL

Saturday July 29, 2017  
11:00am - 5:00pm  
Opening Ceremony: 12:30pm  
Lansdowne Centre Richmond  
Stage performance, booths from Community Groups  
Outdoor Art Exhibition nearby Lansdowne Skytrain Plaza  
A Fun, Free, Family event for Everyone  
Free - RCCS Canada 150th Celebration Postcard

**列治文夏日藝術文化嘉年華**

七月二十九日(星期六)  
早上11時至下午5時  
(中午12:30時開幕典禮)  
列治文 Lansdowne Centre  
設有多元文化表演、社區團體攤位  
及於戶外Lansdowne天車站旁廣場設有藝術展覽  
節目豐富、一個適合一家大小的免費活動,不容錯過!  
現場免費派發 RCCS 加拿大150週年明信片!

**Richmond News**

**RICHMOND CANADA 150**

**LANSDOWNE centre**

205-8271 Westminster Hwy, Richmond BC V6X 1A7 Tel: 604-270-7222 Email: info@rccs.ca Web: www.rccs.ca

## ORAL HISTORIES

FROM THE LAND AND THE SEA

A NIGHT OF  
STORYTELLING  
AT THE SHARING FARM

Experience the  
history of Richmond's  
agriculture at The Farm.  
FREE catered meal to follow.

**FREE ADMISSION**

SEATING IS LIMITED  
REGISTRATION REQUIRED @  
[sharingfarm.ca/canada150](http://sharingfarm.ca/canada150)

JUNE 22ND & 29TH  
5:30-7:30PM

The Sharing Farm Society  
2771 Westminster Hwy, Richmond BC



**RICHMOND CANADA 150**

# Outdoor Movie Night



**celebrating CANADA 150**

Presented by the East Richmond Community Association

**wednesday august 16, 2017**

king george park no. 5 and cambie roads

fun starts at 5:30pm **movie begins at dusk**

**free all ages event**

games for everyone **music, face painting, concession**

featuring **a performance by M'Girl**

Generously supported by:



## THE PULL OF THE NET

Commercial Fishing in Canada

**SUMMER SPEAKERS' SERIES**

**SATURDAYS AT 2PM**

AT THE GULF OF GEORGIA CANNERY NATIONAL HISTORIC SITE

**FREE ADMISSION**

**JUNE 10 STO:LO - THE BIG RIVER**  
FILM SCREENING AND TALK WITH DR. SONNY MCHALSIE  
STO:LO CULTURAL ADVISOR

**JULY 15 WORKING TOGETHER**  
HOW IMMIGRATION SHAPED THE LOCAL FISHING INDUSTRY  
HAROLD STEVES & BUD SAKAMOTO

**AUGUST 12 A VIEW FROM THE HARBOUR**  
100 YEARS OF CHANGE WITH THE STEVESTON HARBOUR  
AUTHORITY

**SEPTEMBER 23 FISHER POETS AFTERNOON**  
POETRY AND SONG WITH WILFRED WILSON & FRIENDS

GULF OF GEORGIA CANNERY NATIONAL HISTORIC SITE  
BOILER HOUSE THEATRE  
12138 FOURTH AVE. RICHMOND

11195 FIVE AVE. RICHMOND BC Canada V7E 1L1  
604.263.5575  
gulfofgeorgiacannery.org

**RICHMOND CANADA 150**



END OF SCHOOL YEAR

# BLOCK PARTY

COME JOIN US & GET TO  
KNOW YOUR NEIGHBOURS

SATURDAY, JUNE 24TH  
5 PM - 8 PM

STEVES ELEMENTARY  
GYM AND FIELD

HAMBURGERS • VEGGIE BURGERS •  
CHIPS • FRUIT • POPCORN •  
SNOW CONES • COTTON CANDY •  
WATER/JUICE/POP •  
KIDS ACTIVITIES •



SPONSORED BY:



RIVER COMMUNITY CHURCH  
WWW.RIVERCOMMUNITYCHURCH.CA



WWW.RICHMONDCANADA150.COM



Celebrating the Richmond Youth Honour Choir's  
15th Anniversary and Canada's 150th

Saturday, May 27th, 2017 7PM

Fraserview Church (11295 Mellis Drive, Richmond) - Reception to follow!

Premier of new commissioned work for the occasion by  
Canadian composer Timothy Corlis

## FEATURING

All 3 RYHC choirs    Richmond Delta Youth Orchestra    Hummingbird Youth Dancers  
Artistic Director Heidi Epp    Artistic Director Stephen Robb    Presented by Rev. Mary Fontaine  
Conductor Jonathan Der

Early bird tickets \$10 through Eventbrite | \$20 (adult) and \$15 (concession) after April 1st  
Tickets available from choir members and Long & McQuade in Richmond | www.ryhc.org



## Red Curtain Arts Series presents AXE CAPOEIRA



Saturday, March 11  
2:00 - 3:00pm (Gymnasium)

Thompson Community Centre  
5551 Graham Ave  
Richmond, BC  
604-288-8429  
www.richmond.ca/thompson



## Red Curtain Arts Series presents Canvas Collaboration



Saturday, April 15, 2017  
1:00 - 2:00pm (Lounge)

Thompson Community Centre  
5551 Graham Ave  
Richmond, BC  
604-288-8429  
www.richmond.ca/thompson



# Red Curtain Arts Series

January to December 2017

Perform at our Red Curtain Arts Series!  
We are currently seeking creative individuals and groups with a background in various artistic disciplines (artwork, dance, drama, poetry, vocal and visual performances and story telling to showcase your talent!

Contact Stephanie Reid  
P: 604.238.8425  
E: sreid@richmond.ca

Thompson Community Centre  
5151 Granville Ave Richmond, BC



THOMPSON COMMUNITY CENTRE ASSOCIATION  
PRESENTS

# NICK FAST MUSIC

**February 11, 2017**

**1:00 - 2:00PM IN THE GAMES ROOM  
AT THE THOMPSON COMMUNITY CENTRE  
FREE EVENT FOR ALL AGES  
WWW.NICKFAST.COM**

5151 GRANVILLE AVE, RICHMOND BC  
604.238.8425

## CANOPY

NICK FAST

*"Good music can be felt in the soul and that is what I try to  
convey in my songs" - Nick Fast*

[www.nickfast.com](http://www.nickfast.com)





  
**2017 Sister-Friendship Cities**  
**Youth Table Tennis Tournament**  
 (Richmond — Qingdao)

Hosted by  
 City of Richmond  
 Richmond Sister City Advisory Committee  
 Supported by  
 Canadian Chinese Table Tennis Federation  
 Citius Sport Ltd.

**Date:** Saturday, August 5, 2017  
**Venue:** Richmond Olympic Oval



 **Free admission**  
 **Free training by Canadian National team Coach**  
 at Richmond Olympic Oval  
 (on July 18, 20, 22, 25, 27 & 29 from 12:30pm to 2:00pm)  
 **Grade 1 to 12 (all levels)**

For enquiry and registration,  
 please call CCTTF office at 604.247.8869 (Luciela)  
 email to [citius111@yahoo.ca](mailto:citius111@yahoo.ca) (Cindy)  
 Deadline for registration: June 21, 2017





first richmond yearbook is celebrating 150  
**SUMMER FUN NIGHTS**  
 celebrating CANADA 150  
 July 26  
 August 9  
 August 16 **2017**

**Fun for all ages!**

**JULY 26**  
 5:30-7:30pm

**AUGUST 9**  
 5:30-7:30pm

**AUGUST 16**  
 5:30-10:30pm

Canada inspired crafts with the  
 Richmond Art Truck

Games and music with DJ Derrick  
 Face painting

**OUTDOOR MOVIE NIGHT**  
 featuring "Anne of Green Gables"  
 Performance by M'Girl  
 Games with DJ Derrick  
 Community booths  
 Face painting  
 BBQ/Popcorn

**KING GEORGE PARK**  
 (by waterpark)  
 No. 5 and Cambie Roads  
 Richmond

**ALL EVENTS**  
**ARE FREE**

For more information  
 contact us at  
 Cambie Community Centre  
 604-238-8399

Generously supported by:  



Cambie Stars  


BOVO  


Entertainment  


Volunteer groups  


Friends of Cambie  


# THOMPSON

## COMMUNITY CENTRE

### CANADIAN COMMUNITY PICNIC PARTY

Friday, July 14  
6:00-8:00pm



Join Thompson board members and staff for a **FREE Family Event Featuring:**

Live music performance by:



- Face painting, arts + crafts
- Nature School + Romper's adventure stations
- Youth activity stations
- Games with the summer team
- Fitness action station
- Wellness booth (55+)

Free hot dogs!\*

\*(first come, first served)

 [www.richmond.ca/thompson](http://www.richmond.ca/thompson) 

## WALKING TOUR VIGNETTES

See history come to life this summer!  
A PLAY IN FIVE PARTS DURING A WALKING TOUR OF STEVESTON

WALKING TOURS ARE BOOKED IN ADVANCE. LIMITED AVAILABILITY. DETAILS ONLINE AT [WWW.STEVESTONMUSEUM.CA](http://WWW.STEVESTONMUSEUM.CA)

**Where?**  
Tours leave from STEVESTON MUSEUM on Fridays at 1pm and Saturdays at 1pm in June and July 2017. Pre-booking essential.




PROJECT PART OF THE CANADIAN HISTORICAL SOCIETY'S 150TH ANNIVERSARY CELEBRATIONS. THIS INITIATIVE IS MADE POSSIBLE BY THE COMMUNITY FUND FOR CANADA'S 150TH, A COLLABORATION BETWEEN RICHMOND COMMUNITY FOUNDATION, THE GOVERNMENT OF CANADA, AND EXTRAORDINARY LEADERS FROM COAST TO COAST.



École élémentaire James Whiteside  
Elementary School  
Parent Advisory Council  
9282 Williams Road, Richmond, BC V7A 1H1

March 8, 2017



## Save the Date!

### Whiteside Spring Fair Celebrates Canada's 150th!

We are thrilled to announce the details for the 2017 Spring Fair at Whiteside:

**When:** Thursday, May 25 from 5pm to 8pm

**Where:** In and around Whiteside School

**What:** Carnival Games  
Dunk Tank (with special guests!)  
Cake Walk  
Silent Auction—thousands of dollars in items!  
Inflatables galore!  
Gold Panning with Yukon Dan!  
Multicultural Food!  
Music and performances  
Police and fire rescue  
Sport demonstrations  
Photo booth—get your Canada on!

### We need volunteers to get this party started!

Types of help needed include: staffing games, selling tickets, serving food, running the cake walk, gathering silent auction donations, selling extra food, and more!

## Whiteside Spring Fair

### Celebrates Canada's 150th!

**FREE ADMISSION**

**Thursday 25th May 2017**  
**5pm to 8pm**  
**at Whiteside Elementary School**

**Come join the fun!**

- ★ Carnival Games
- ★ Bouncy castles
- ★ Multicultural Food
- ★ Cake Walk
- ★ Dunk Tank
- ★ Silent Auction
- ★ Gold Panning with Yukon Dan
- ★ Music and performances
- ★ Police and fire rescue
- ★ Sport demonstrations
- ★ Photo booth

There's limited parking space, please walk, bike or carpool if you can!

École élémentaire James Whiteside Elementary School  
9282 Williams Road, Richmond, BC V7A 1H1  
Tel: 604-658-6209



2017



# RICHMOND CANADA 150

Canada celebrates its 150th anniversary in 2017 and Richmond has a year-long celebration of festivals and community events planned throughout the city.

Mark your calendar and join the celebration!

[richmondcanada150.com](http://richmondcanada150.com)



Facebook: [@richmondcanada150](https://www.facebook.com/richmondcanada150) Twitter: [@funrichmond](https://twitter.com/funrichmond)

## GOA Vancouver Celebrates



CANADA 150

&

WORLD GOA DAY

**WHEN**  
AUG 20, 2017  
Picnic

**WHERE**  
Queensborough Park  
New Westminster

Live music & performances

Family fun, sports & prizes

Kids Corner, Food Stalls

Don't miss Canada 150 celebrations GOA style. Calling all performing artists to showcase talents and food vendors: specially GOA goodies. Anyone interested in volunteering, or participating in Canada 150 Celebrations call Carol 604-910-2444 or Yilia 604-616-4295.



**RICHMOND  
CANADA 150**

#### Painting Memories

Reflect on an image from the past of a favourite place or object and create a unique work of art using watercolour. Bring a photo of a memory to inspire your work.  
1:30-3:00 p.m. .... 1884138

#### Invisible Illness Story

Listen to the personal story of someone living with a hereditary chronic illness to gain a better understanding of disability. From this experience, be inspired and motivated to create a journey to wellness. In partnership with Richmond Centre for Disability.  
2:30-4:00 p.m. .... 1884790

#### Bus Transportation

Parking at the venue will be limited due to construction. Relax on this round trip shuttle to and from Minoru Place Activity Centre from City Centre, Thompson, West Richmond, Steveston, South Arm, Cambie and Hamilton community centres. Choose to stay for part or all of the day.

#### Morning Shuttle

Picks up at centres 9:00-10:00 a.m. and returns 12:00-1:00 p.m.

#### Afternoon Shuttle

Picks up at centres 12:00-1:00 pm and returns 4:15-5:15pm.

Pre-registration required

\$5 round trip (includes tax) .... 1884438



Richmond Arts Centre  
Hall of the City



City of Richmond  
6911 1st Ave. Richmond, BC V6V 2C1  
Telephone: 604-275-4200  
www.richmond.ca

**activate!**  
wellness fair *ss*

March 29, 2017

10:00 a.m. - 4:00 p.m.

Minoru Place Activity Centre, Richmond  
7660 Minoru Gate

**Sharing Stories to  
Improve Health**



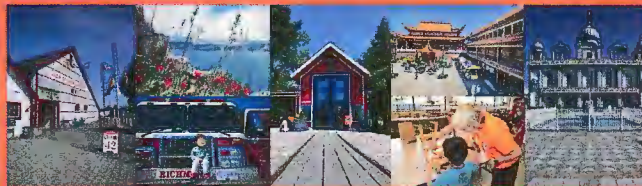
For more details:  
604-238-8450  
www.richmond.ca/seniors



**Open**  
Richmond

June 3 and 4, 2017  
10 a.m. to 4 p.m.

Discover Richmond's  
heritage, arts and culture.



Opening Celebration—Richmond Cultural Centre  
Friday, June 2, 5:30 pm to 8:30 pm

[www.richmond.ca/doorsopen](http://www.richmond.ca/doorsopen)

[f/DoorsOpenRichmond](#) [@DoorsOpenRmd](#) [@DoorsOpenRmd](#) [#DoorsOpenRichmond](#)

SPONSORED BY



PRESENTED BY



**Celebrating Canada 150**

Be Inspired. Be Proud



**RICHMOND  
CANADA 150**



#### Richmond Arts & Culture eBlast - June 12, 2017

Katie Varney <[kvarney@richmond.ca](mailto:kvarney@richmond.ca)> on behalf of Katie Varney <[kvarney@richmond.ca](mailto:kvarney@richmond.ca)>

It there are problems with how this message is displayed, click here to view it in a web browser.

Sent: Mon 2017/06/12 09:43

To: 'Houan,Only'

Boardroom and Outdoor Plaza: To view and/or book a space, please contact Wensie Wong at [wensie@richmond.ca](mailto:wensie@richmond.ca).

[Click here for details on how to book free space at the Cultural Centre](#)



#### Happy Birthday, Canada!

Culture Days 2017 is a Richmond Canada 150 event. Tell the Canadian story of our home and nature land. Activities that adopt a Canadian theme have the chance and are registered by August 10 have the chance to be featured in a special Richmond Canada 150-related campaign.





**South Arm Community Centre  
presents**

# CANADA 150 CELEBRATION

**Sat, June 24, 2017  
12:00 - 5:00pm**

**FREE FAMILY EVENT!**

**Food | Performances  
Games & Activities | Prizes**

**Performances featuring:**

**THE HIP SHOW  
(Tragically Hip Tribute Band)**

**Taiko 55 Drummers | Cherelle Jardine  
Children's Choir of Richmond**



## RICHMOND EARTH DAY YOUTH SUMMIT 2017



**SATURDAY  
APRIL 22, 2017  
8:30 A.M. - 12:45 P.M.**

Hugh Boyd Secondary School  
9200 No.1 Road, Richmond BC

f readysummit @readysummit

**KEYNOTE SPEAKERS**



**FREE. REGISTRATION OPENS APRIL 3, 2017 AT [WWW.READYSUMMIT.CA](http://WWW.READYSUMMIT.CA)**



**ENGINEERING AND PUBLIC WORKS**

## OPEN HOUSE

**Saturday, May 13, 2017  
11:00 a.m.-3:00 p.m.**

*Celebrate National Public Works  
Week at the City of Richmond's  
City Operations Yard, 5599 Lynas  
Lane, Richmond.*

- Kids construction projects, excavator lessons, crafts and play areas
- Interactive environmental displays, giving conservation and sustainability tips along with lawn care information
- Hands-on Lafarge cement display
- "Show and Shine" classic car show sponsored by CUPE 394
- Participate in the Richmond Fire obstacle course and visit emergency, police and ambulance displays
- Live entertainment and food trucks
- Celebrate Canada 150 at Memory Lane
- Pick up a passport at the gate and collect all the stamps for a chance to win a prize. Kids eight and under can receive a coupon for a free food item.



For more information, visit: [www.richmond.ca/pwopenhouse](http://www.richmond.ca/pwopenhouse)

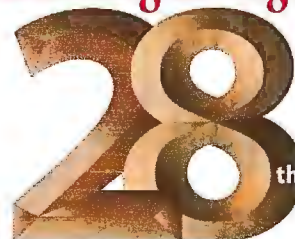


[www.richmond.ca](http://www.richmond.ca) f t youtu



**RICHMOND  
CANADA 150**

**Celebrating Carving in a Great Country**



## ANNUAL WOOD CARVING SHOW

**A Juried Show Featuring a Wide Variety of Carving Styles**

**May 27th & 28th, 2017**  
Saturday, May 27th, Noon - 5:00 pm  
Sunday, May 28th, 10:00 am - 4:00 pm

Steveston Community Centre  
4111 Moncton Street, Richmond, BC

Website: [www.richmondcarvers.com](http://www.richmondcarvers.com) Facebook: richmond bc carvers

**Over \$3000 in prizes  
to be awarded  
for Canada 150  
designated carvings**

**FREE ADMISSION**  
Food Bank Donation Appreciated  
Free Raffle Ticket Each Day

For entry form and prospectus,  
visit our website.





**RICHMOND CANADA 150**

# FUNTASTIC CANADA

150 YEARS OF OPEN DOORS

Date: June 10, 2017 - Saturday

Philippine Flag-Raising Ceremony  
Multicultural presentations

Times: 9:00am - 12:00pm  
Place: Richmond City Hall Plaza  
6911 No. 3 Road Richmond, BC

Musical Presentation, Dancing, Zumba, Yoga, Board games  
Volleyball tournament

Times: 1:00pm - 4:00pm  
Place: Richmond Cultural Centre Courtyard  
7700 Minoru Gate Richmond

For inquiries: Marla 604-829-7855

**chimo** COMMUNITY SERVICES

**WELCOME** RICHMOND CANADA 150

**RCRG** RICHMOND COUNCIL FOR RACIAL GROWTH

**WELCOME** Philippine Parents Support Group

**TETSU TAIKO**

## Richmond Geocaching Extravaganza



**Saturday  
May 6, 2017  
11 a.m. - 4 p.m.**

Richmond Nature Park  
11851 Westminster Hwy.

Geocaching is a worldwide treasure hunt that you can play with a GPS or a smartphone!

Try out this fun, family friendly activity with help from experienced geocachers!

The new Canada 150 GeoTour Series will be launched during this event.

Admission by donation.  
(supports nature education programs)

For more information  
[www.richmond.ca/geocaching](http://www.richmond.ca/geocaching)

## Eternal Return

Barb Choit  
Kevin Day  
Lucien Durey  
Alanna Ho  
Anchi Lin



Richmond Art Gallery

September 10 - November 19, 2017

in partnership with  
**richmond museum**

Curation: Susan Hume  
Opening Reception: September 9, 7 - 9 pm

Artists Barb Choit, Kevin Day, Lucien Durey, Alanna Ho, Anchi Lin

September 10 - 4 pm

Culture Days

Performance by Rainbow Forest Project with Alanna Ho

September 10 - 7 pm at the Richmond Cultural Centre Performance Hall

Performance by Lucien Durey

September 10, 10 pm and 1 pm in the Gallery

Gallery Tours (English and Mandarin)

October 14 at 10 pm, 1 pm and 11 am

The new exhibit will be available until November 19, 2017



**RICHMOND CANADA 150**

# OUR HOME & NATIVE Bloom

IN HONOUR OF THE BIODIVERSITY AND BEAUTY OF  
BRITISH COLUMBIA'S NATIVE PLANT ECOLOGY

**JUNE 7 - JULY 8**  
RICHMOND CITY HALL - NORTH PLAZA  
6911 No. 3 Road

**FEATURING:**  
**WEDNESDAYS** | **THURSDAYS**  
SPEAKER SERIES & WORKSHOPS | MUSIC IN THE PLAZA  
WITH FOOD TRUCKS & RICHMOND CANADA 150 MERCH SALE  
**11:30AM - 1:30PM**  
learn more at: [richmondcanada150.com](http://richmondcanada150.com) | [richmondcanada150](https://www.facebook.com/richmondcanada150)

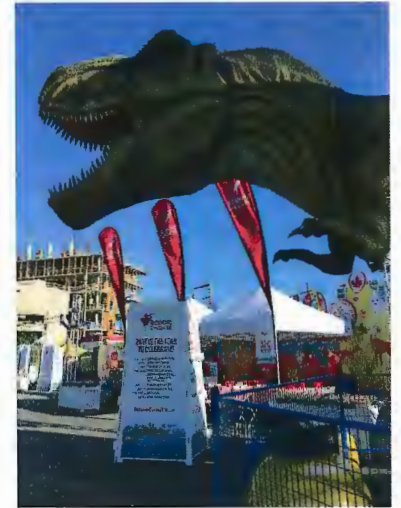
## 150 FUN RICHMOND FACTS

Richmond is made up of 17 islands • 90% of Canada's cranberry production occurs in Richmond • A blue heron will travel a maximum of 60 miles from home • There are 100,000 Sturgeon Bank Snow Geese that annually migrate to Richmond • Richmond is Canada's only city to be surrounded by dykes • Richmond hosted the Olympic speed skating in 2010 • The largest fish found in the Fraser River is the sturgeon • The largest freshwater rodent found in Richmond is the muskrat • City Council purchased the Garden City Lands for a park • Garry Point Park is home to the Fisherman's Memorial • The last year the Fraser River breached the dykes in Richmond was 1940 • The first dyke built outside of Japan was the Stevenson Memorial Area Centre in 1972 • 25% of British Columbia drains to the Fraser River • Fraser River salmon was first shipped to England by the Tsimshian • The annual Fraser Silt deposits on Richmond's delta is 20 million tons • 107 trees on Richmond's significant tree inventory • Fraser River silt deposits extend Richmond's shore by 3 metres • Historically the world's greatest salmon producing river is the Fraser River • Finn Slough is a local community that is only accessible by foot or boat • In 1880 it cost \$1 to take a stage coach to Vancouver • It used to take 5 hours to travel from Richmond to Vancouver by stage coach • Richmond built its first high rise apartment in 1966 • The first boats to serve Richmond's canneries were called skiffs • The Three Greenhorns, comprised of Samuel Brighouse and partners purchased 500 acres in Vancouver in 1862 • 1,950 city acres are designated natural areas and parks • The Fraser River surrounds Richmond • 73 archeological sites in Richmond, including sloughs • 80 heritage sites or buildings • Ice destroyed Richmond's first bridge in its first year • Hall of Stevenson burned to the ground in 1918 • Cranberries and blueberries are two major commercially produced agricultural products • Vancouver International Airport opened in 1931 • 22 million air travellers pass through YVR annually • Richmond's four founding cultures, First Nations, European, Japanese and Chinese • 10 resident groups represented by ethnic origin today • 106 different languages and dialects are spoken in Richmond schools today • Stevenson was named after the Steves family • Richmond was first settled in 1852 • Richmond's first settler was Hugh McRoberts • Richmond's sister city in Quebec is Plamondon, Quebec • 60% of Richmond residents were born outside of Canada • Lulu Island was named after actress Lulu Sweet • Richmond's first Chief of Police was Alex Main (1903) • The very first Salmon Festival was held in 1946 • Canada's first air flight west of Winnipeg took place at Minoru Racecourse • Richmond's first air flight took place in 1910 • Charles Hamilton is the pilot who made the first air flight in 1910 • The historic Seven Barn had 12 sides • Early settlers of Richmond were nicknamed Mudflats, due to wading in low-lying bogs • Richmond's first cannery was the Phoenix Cannery established in 1882 • Pioneer Hugh Boyd is said to have grown the "best wheat" in the British Empire (1887) • The population of Richmond in 1883 was 200 • The toll for the Deas Island Tunnel and Oak Street Bridge were raised in 1964 • Richmond Council paid \$145 million for the Brighouse Estate (Fraser Middle Arm, No 3 to Granville to No 2 Road) • 40% of employees voted supported the purchase • Stevenson voted to stay city in 1930 • In 1944 Les Gilmour had the highest yield per acre of potatoes in the British Empire, 900 bushels • Richmond was incorporated as The Corporation of Richmond on November 10, 1875 • Delta and Surrey were also incorporated that same day • Richmond drivers drove on the left side of the road until 1921 • Destination of the 1928 Stevenson CPR Ferry service Sydney • Richmond hosted the BC Summer Games in 1979 • Canada's first McDonald's restaurant was in Richmond at No 3 Road & Granville Avenue • The first McDonald's in Richmond was opened in 1967 • Minoru Park was named after a horse owned by King Edward VII • Richmond's millennium time capsule is located at Spall's Island Elementary School • The time capsule will be opened in 2051 • Stevenson's largest cannery is the Gulf of Georgia Cannery • Richmond's first and only Varden was Hugh Boyd • Richmond's first Beebe was Hugh Boyd • The Gateway Theatre opened in 1984 • A heron weighs 2 kilograms • Henry Anderson was Richmond's first Mayor • Hugh Boyd's house on Sea Island was named Roadbrook • The original name for No 3 Road was Woodward's Highway • The title name of the Musquamen in Coast Salish • The first European explorer to chart Lulu Island was John Meira Navarre • There are 13 bridges connecting Richmond to the mainland North Arm 8, Middle Arm 5 • The Richmond Train was in operation until 1958 • Richmond's first school was called English School • Thomas Kidd was Richmond's first M.A. • Richmond's first newspaper was the Stevenson Enterprise from 1890-1894 • Wakayama is Richmond's sister city in Japan • Richmond's agricultural diversity gave the nickname, Garden City • Sundew is a carnivorous plant that can be found in Richmond's Nature Park • Richmond was once 33% covered in sphagnum bog • Jefferson Airplane played the Minoru Ice Centre in 1964 • In 1910 Stevenson had 75 brothels and gambling houses • There are zero people buried in Richmond • Richmond has 30 outdoor pumps and 3 indoor pumps to keep feet dry • The pump stations have a capacity of 112 gallons per minute • The early solution to Richmond's muddy streets and sidewalks was raised plank • Richmond's first hospital was located at Phoenix Cannery in Stevenson in 1906 • The first white child born in Richmond was Emma Augusta De Beck in 1871 • There were 25 men who petitioned as a municipality • Richmond's current hospital opened February 26, 1966 • Richmond's first prefabricated heritage building is the Stevenson Museum on Moncton Street • Queen Elizabeth II opened the Deas Island Tunnel in 1959 • The price of a Saturday matinee at the Steva Theatre in 1946 was 5 cents • Richmond's first woman councillor elected to the Richmond Council was Mary Cameron in 1928 • Imperial Camery was the last BC factory company in Richmond • The famous Japanese tug ship, the Kaimo Maru returned to Richmond in 2017 • In 1931 there were 3 airports in Richmond, the Milnor, Lansdowne and Sea Island • The first bank in Richmond opened in Stevenson in 1905 • Police Chief Alex Main was murdered in Stevenson in 1900 • Richmond's first high-rise was Richmond Hospital built in 1906 • Richmond's first and only Canadian Senator was Guy Williams • The only Premier of BC that represented a Richmond riding was Premier William Vander Zee • Richmond became a city in 1993 • The current Richmond City Hall opened May 20, 2000 • Richmond's RTA Range opened in 1904 • The original Aberdeen Centre opened in 1989 and the current opened in 2003 • The Canada Line opened on August 17, 2009 • Lansdowne Shopping Centre opened in 1977 • Milan Rich donated the statue of the horse Minoru • The first air flight from Richmond through the Rocky Mountains to Calgary was on August 7, 1919 • Rudy Grauer was the longest serving Mayor of Richmond (1930 - 1940) • Ryan Adams lived and wrote the song "Summer of '69" on Sea Island • Sea Island across Barbara Perkins street in the Feynman Place • Friends of the Library formed in 1970 • The Brighouse Library Branch opened March 16, 1962 • Westminster opened June 29, 1997 • Richmond outwaded pesticides in 2009 • The Richmond Olympic Oval opened on December 12, 2008 • Richmond adopted Japan's National Speed Skating Team for the 2010 Olympic Games • Lulu School was situated at the corner of No 3 Road and Westminster Highway • No 2 Road was completed in 1884 • The first Agricultural Fair was held in Stevenson in 1891 • The Ironwood Shopping Centre opened in 1996 • The Richmond Auto Mall opened October 24, 1985 • Thomas Kidd House is the oldest home in Richmond • No 5 Road from Stevenson Highway to Blundell Road is known as the Highway to Heaven • The oldest church in Richmond is Minoru Chapel • The Annianna Shipyard was built from 1889 to 1890 • Richmond's first hospital was established in 1896 • The first cross Canada right from Sea Island happened in 1937 • The Canada Post Processing Centre opened on Sea Island on September 4, 2014 • The Masanbur Gies shipping mail opened on Sea Island July 2015 • BCI opened the Aerospace Technology Campus in 2007 • Kwantlen Polytechnic University opened October 2008 • The Stevenson Harbour Authority Incorporated in November 1998 • Safair Shopping Centre opened in 1964 • Railway bridge is the oldest bridge in Richmond • Mayor Gil Blair was a direct descendant of the Thomas Kidd pioneer family • The Richmond Constable was placed in front of City Hall in 1921 • The Rotary Club of Richmond chartered the ship "The Boy Scout" launched in Richmond on May 18, 1936 • The first Public Works Program occurred in 1880 • Since 1910 Richmond receives its permanent water supply from New Westminster • Richmond resident Sherry Sakamoto named the Pacific Spirit Park















# City of Richmond

## Report to Committee

**To:** Parks, Recreation and Cultural Services Committee  
**From:** Serena Lusk  
Interim Director, Parks and Recreation  
**Date:** November 8, 2017  
**File:** 11-7000-10-01/2017-Vol 01  
**Re:** Richmond's Participation in the Active Well-being Initiative

### Staff Recommendation

That the City become a Partner City of the *Active Well-being Initiative* by signing the "Partner City Charter of Commitment," included as Attachment 2 of the attached staff report titled "Richmond's Participation in the Active Well-being Initiative," dated November 8, 2017, from the Interim Director, Parks and Recreation.

Serena Lusk  
Director, Parks and Recreation  
(604-233-3344)

Att. 2

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

## Staff Report

### Origin

In early 2016, the City was asked to participate in a pilot program called “Global Active Cities.” Since then, staff have been liaising with the program organizers, providing feedback and expertise, and evaluating the potential benefits of participation to the City.

The purpose of this report is to provide background information on the Global Active Cities initiative – now officially launched and renamed the Active Well-being Initiative – and propose the City engage as an official Partner City for an initial period of one year.

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.*

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.*

### Analysis

#### Background

The Active Well-being Initiative (the “Initiative”) is a project sponsored by the International Olympic Committee, supported by The Association for International Sport for All (TAFISA) and operated by Evaleo, a Swiss non-profit organization whose goal is the development and active promotion of sustainable health for all.

The intent of the Initiative is to accredit cities around the world with a “Global Active City” designation which is predicated on meeting a new International Standards Organization (ISO) standard for a management framework for “Physical Activity and Sport for All.”

#### Pilot City Participation

The City of Richmond is well recognized in the international sport and activity community for its implementation of a true legacy of community benefit with the Richmond Olympic Oval as well as strong policies, plans and programs relating to sport and recreation, facility development and community involvement. As a result of this recognition, in early 2016, Richmond was asked to participate in the development of the Initiative as one of seven worldwide Pilot Cities.

Other Pilot Cities were chosen due to their expressed interest and are as follows:

- Buenos Aires, Argentina
- Karsiyaka, Turkey
- Lausanne, Switzerland
- Lillehammer, Norway
- Ljubljana, Slovenia
- Port Moresby, Papua New Guinea

Richmond's role in the pilot occurred through 2016 and into early 2017 and was two-fold:

1. Participate in the development of the ISO standard; and
2. Participate in a pilot evaluation of Richmond's system for the delivery of physical activity and sport for all.

#### *Development of the ISO Standard*

The ISO standard identifies a management framework for the delivery of active well-being cities. The standard is meant to be rigorous and reflect best management practises in the field worldwide. The standard is proprietary. However, an outline of the table of contents is included as Attachment 1 to this report and identifies the key areas for achievement of the standard.

City of Richmond staff along with Vancouver Coastal Health staff reviewed and contributed to several iterations of the developing ISO standard. In particular, the City was able to share examples and best practises from our collaborative programs with other agencies and non-profits in the community, our support for community events which promote physical activity and sport and our ongoing commitment to the development of Physical Literacy awareness and skills across our community.

#### *Pilot City Evaluation*

In mid-2016, the organizers of the Initiative visited Richmond and conducted a trial evaluation against the still-developing standard. The City was very successful in this evaluation and was able to demonstrate that it was likely to meet the standard in all areas. Two areas for consideration which were highlighted as part of the review were improved performance measurement as well as a broader and more formalized network of stakeholders - for example, linking health authority representatives directly to sport organizers.

#### Launch of the Active Well-being Initiative

The Active Well-being Initiative was formally launched on October 2, 2017, during the Smart Cities and Sport Summit in Montreal. The Initiative has evolved since the beginning of the pilot phase to include a 3-step process as described below and in figure 1, "How to become a Global Active City."

Originally envisioned as focusing on the achievement of the standard, the pilot process for the Initiative also found a benefit to the pilot cities in sharing ideas and leading practises.



Essentially, it created a network of cities worldwide with a shared interest in active well-being for their community. The first step, “Join in” recognizes the benefit of this network and creates a “Partner City” designation. The second step, “Pathway to certification,” identifies opportunities for support and assistance for cities that are less developed in their delivery of physical activity and sport for all and helps them get ready for an evaluation against the ISO standard. The third step, “Activation,” is achievement of the ISO standard as well as marketing and promotion of a City’s achievement of this standard. Achieving Activation includes receiving an independent evaluation of the City’s sport and physical activity management framework against the ISO standard.

Figure 1: How to become a Global Active City



### Partner City Designation

As one of the original pilot cities, Richmond is being asked to also be an official, “Partner City.” As described above, the benefits of being a Partner City include access to network of world cities with similar values and priorities related to physical activity and sport, access to an online platform which shares leading practises in the area of physical activity and sport for all, and ongoing support from the leaders of Initiative – the IOC, TAFISA and Evaleo.

The cost to become a Partner City is currently an annual fee of 1,500 Euros (approximately \$2,200 Canadian dollars). As an original pilot city, the initial annual fee is waived. Becoming a Partner City also requires signing the “Partner City Charter of Commitment” (Attachment 2) which includes a pledge to implementing the Initiative by using the Global Active City standard. As the delivery of physical activity and sport for all in Richmond is already aligned with the Initiative, there will be no negative impact of this pledge and staff recommend participation.

### Next Steps

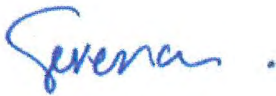
Should Council approve the recommendation in this report to become a Partner City for one year (2018), staff will continue to evaluate the Initiative and, in particular, its alignment with the upcoming Community Wellness, and Recreation and Sport strategies. Ultimately, certification as a “Global Active City” could be considered in order to provide recognition of Richmond’s strong leadership in this area.

### **Financial Impact**

None.

### **Conclusion**

The City has been recognized as a leader in the delivery of physical activity and sport for all and has been participating in a worldwide pilot of a program now called the, “Active Well-being Initiative.” The program has now been officially launched and staff recommend that the City become an official “Partner City,” for one year. Further evaluation of the program will be ongoing to determine the long-term benefits of participation to Richmond.



Serena Lusk  
Director, Parks and Recreation  
(604-233-3344)

- Att. 1: Global Active City Standard – Table of Contents  
2: Active Well-being Initiative – Partner City Charter of Commitment



Active Well-being  
INITIATIVE

Attachment 1

# ***Global Active City Standard***

Physical Activity and Sport for All  
Governance – Requirements for Cities

AWI 26102 (E)

First edition, 2017.06.30



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Active Well-being  
INITIATIVE

Attachment 2

# *Partner City Charter of Commitment*

**The Active Well-being Initiative's Charter of Commitment, for cities  
aiming to become more active and healthy places for all**

### **The Challenge**

The world is becoming more urban and its people less physically active. This modern-day reality is a major healthcare and social issue for many city leaders. The related challenges include growing levels of ill health and associated costs, increased traffic and pollution, crime, poverty and a scarcity of resources to reverse this trend.

### **Solutions**

Solutions to these challenges do exist. The Active Well-being Initiative (AWI) has worked with a diverse panel of pilot cities to develop its Global Active City (GAC) Standard and its team of experts has witnessed a number of successful and promising measures and actions in very different contexts. The AWI sets out a joined up and road-tested system of management, as well as highlighting requirements and good practices which enable physical activity interventions in the city setting, whilst at the same time ensuring that resources (financial and staffing) are used efficiently and results are monitored and documented. Through the implementation of the GAC Standard, city leaders can define a multi-sectoral strategic action plan to involve a number of key ministries/departments such as health, education, sport, urban planning, and transportation.

### **The Pledge**

In joining the Initiative and becoming an AWI Partner City the city commits to the following:

- Implement the AWI model city-wide
- Follow the guidance as contained in the GAC Standard
- Reach out to the active and inactive parts of the population, following the GAC Standard guidance
- Develop a joined-up, “bottom-up, top-down” approach to the delivery of physical activity and sport for all
- Ensure that the impact of sport and physical activity interventions is evidenced, monitored and documented
- Establish sustainable youth and well-being legacy as a priority from the delivery of local, national and international sporting events
- Highlight and communicate the many benefits of the GAC Standard across the city, the country and beyond

### **Services the Partner City will receive**

#### **Access to the GAC Standard and Guidelines**

The Standard, which was developed according to an ISO-compatible process, will help provide the framework on how to implement the AWI model. A set of user friendly guidelines will also be provided to increase the city's understanding of the overall AWI process.

#### **Annual event**

An AWI event will take place annually and Partner City Lead Officers will be invited to attend. The event, which will bring together the Global Active City network of world leading cities, will be delivered by international experts will include conferences, round-table discussions and workshops, together with networking and sharing opportunities.

#### **Platform**

The Partner City's Lead Officer will have access to the AWI web platform, which includes an E-learning centre where additional training can be obtained if necessary. The platform also acts as a communication tool between Lead Officer and the AWI team as well as between the Partner Cities themselves.

#### **Workshops, diagnostics and ongoing support**

Introductory Workshops are available to Partner Cities who would like to find out more information about the AWI. These are delivered by members of the AWI team and include details about the Standard, together with the different parts of the AWI model. This one-day workshop also provides examples of existing Active Cities including the process those cities followed when developing their model, together with details of the challenges and the results from this.

Partner cities will be provided with the opportunity to host a diagnostic visit where members of the AWI team will fully explain the initiative to all the key stakeholders in the city. Following the two-day visit, the team will provide the host city with a report containing a number of bespoke recommendations on how the city might be able to further strengthen its AWI work.

Lead Officer Workshops will also be offered. These will be delivered by a team of international experts who specialise in the key components of the AWI model. This interactive three-day workshop provides in-depth information about the standard, together with each of the main elements of how a city can get certified.



Ongoing external support delivered by international experts will also be available to the Partner Cities.

**The Outcome**

More empowered, active, healthy and productive citizens, who take a pride in their city including its growing positive reputation around the world as being an officially certified Global Active City.

By signing this Charter of Commitment, the city agrees to become an AWI Partner City. The city mayor symbolically confirms his/her commitment to act on the well-being of all its citizens by leveraging physical activity, sport and other determinants of good physical and mental health, under the framework of the Active Well-being Initiative standards, tools and services.

**Name of Partner City and Country**

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**Name of Mayor / Lead Politician**

**Name of Lead Officer / coordinator**

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**Signature, date**

**Signature, date**

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# City of Richmond

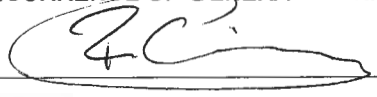

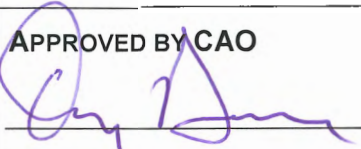
## Report to Committee

**To:** General Purposes Committee  
**From:** Tom Stewart, ASCT.  
Director, Public Works Operations  
**Date:** November 17, 2017  
**File:** 02-0665-01/2017-Vol  
01  
**Re:** **Fuel Purchases Agreement Re-Assignment and Extension - BC Petroleum  
Products Buying Group**

### Staff Recommendation

1. That the City of Richmond's fuel purchases agreement through the BC Petroleum Products Buying Group consortium:
  - a) be assigned to Parkland Fuel Corporation; and
  - b) be extended to December 14, 2018.
2. That the Chief Administrative Officer and General Manager, Engineering & Public Works, be authorized to negotiate and execute all necessary terms with Parkland Fuel Corporation under City of Vancouver Contract No. PS11122 for The Supply and Delivery of Gasoline, Diesel, 810-Diesel and Fuels.
3. That the City of Richmond participate in the regional consortium for the acquisition of gasoline and diesel fuel at the conclusion of the current fuel purchase agreement (commencing December 15, 2018).

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

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

## Staff Report

### Origin

The City of Vancouver is the lead agency coordinating the competitive bid process for fuel purchases for the BC Petroleum Products Buying Group (BCPPBG). By participating in the consortium, the City of Richmond receives benefits in economies of scale, economies of process and economies of information.

Per Council resolution R12/1-5, the consortium agreement was initially entered into on December 14, 2011 with Chevron Canada Ltd., as the most responsive and responsible bidder under the tendering process administered by the BCPPBG (under Contract No. PS11122, Chevron was one of two bidders). Note the process involves the City entering into a contractual relationship directly with the supplier (e.g. not with or through the consortium).

Subsequent to entering into the agreement, on February 1, 2017, Chevron Canada Ltd. transferred its refining and fuels marketing business to its wholly-owned subsidiary, Chevron Canada R & M ULC (CCRM). As of October 1, 2017, Chevron sold all of its shares in CCRM to Parkland Fuel Corporation (Parkland). As this represents an assignment of the City's fuel purchases agreement to another supplier, this report seeks approval to assign the City's interests in this agreement to Parkland and extend the contract for an additional period, i.e. to December 14, 2018.

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

*Maintain the City's strong financial position through effective budget processes, the efficient and effective use of financial resources, and the prudent leveraging of economic and financial opportunities to increase current and long-term financial sustainability.*

*7.4. Strategic financial opportunities are optimized.*

### Analysis

#### Background

The City of Richmond maintains a fuel station at the City Works Yard for fuelling all City vehicles and equipment with gasoline or diesel fuels. There are also fuel tanks located at several fire hall stations for fuelling fire vehicles and fire apparatus. Fuelling services at the Works Yard are also made available to the Richmond RCMP and Richmond School Board on a cost-recovery basis. Richmond Fire Rescue is also able to fuel at the City Works Yard, when required (e.g. fuel tank decommissioning associated with fire hall construction/renovations).

The City uses approximately 1.15 million litres of fuel annually consisting of gasoline and bio-diesel. Richmond Fire Rescue uses approximately 150,000 litres annually. Additionally, approximately 250,000 litres of fuel is purchased to support fuelling services at the Works Yard for the Richmond RCMP and School Board.

*BCPPBG Fuel Purchases Contract*

To ensure best value, the contract costing model is based on:

- Weekly rack price
- Less discount (e.g. off rack, plus early payment, volume discount)
- Plus bridging fee

The weekly rack price is the price refineries sell gasoline to their various clients, which varies based on fuel commodity market pricing factors. The bridging fee includes items such as freight from the terminal, the terminal cost, delivery, etc.

Under the terms of this contract, the bridging fee will be fixed for one year and is subject to inflationary increases, such as CPI, with a maximum cap established for any increases or decreases in inflation. Savings over commercial rates vary depending on commodity pricing, but are generally between 5%-10%.

The City of Vancouver (lead agency) followed their standard procurement methods in this tender process, and City of Richmond Purchasing staff agrees with the methodology applied.

CCRM has provided a good level of service, with timely deliveries, including after hours and weekends. Deliveries are made directly to the sites indicated, including the Works Yard and fire hall locations. Staff are confident that this level of service can be expected to continue under the new agreement entered into between the City and CCRM (Parkland). All other aspects of the agreement remain in effect, with no material changes other than re-assignment to Parkland.

**Financial Impact**

Annual costs for fuel vary based on commodity pricing and usage factors. Fuel expenditures in 2016 were \$1,144,240 for City operations and \$150,573 for Richmond Fire Rescue, for a total of \$1,294,813.

The 2017 total fuel budget is \$1,336,000 for City operations and \$178,500 for Richmond Fire Rescue, for a total of \$1,514,500. The budget is adjusted annually based on estimated consumption and fuel costs.

**Conclusion**

The BCPPBG consortium approach for fuel purchases achieves economies of scale through a large-scale purchasing approach. The City previously entered into agreement with Chevron Canada Ltd. under this contract, which was later transferred to CCRM.

Recently, the interests of CCRM were acquired by Parkland. Therefore, this report seeks Council's approval to assign the agreement to Parkland and concurrently, to extend the contract to December 14, 2018. All terms and conditions remain the same, and service levels are expected to remain consistent with Parkland.

November 17, 2017

- 4 -

Staff also suggest that the City continue to participate with the City of Vancouver led consortium group for future fuel supply needs, as this approach achieves best value through bulk purchases.

A handwritten signature in black ink, appearing to read 'S. Bycraft', with a stylized, flowing script.

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





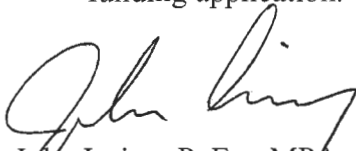
# City of Richmond

## Report to Committee

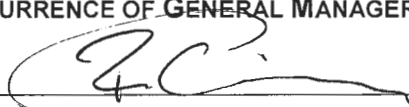

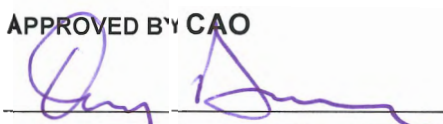
**To:** General Purposes Committee  
**From:** John Irving, P. Eng MPA  
Director, Engineering  
**Date:** November 10, 2017  
**File:** 10-6125-05-01/2017-Vol  
01  
**Re:** **Library Cultural Centre Capital Retrofit Project: Federation of Canadian  
Municipalities Climate Innovation Program**

### Staff Recommendation

1. That the application to the Federation of Canadian Municipalities Municipal Climate Innovation Program for up to \$1,000,000 in grant funding to support the deep energy and greenhouse gas emission reduction project planned for the Library Cultural Centre be endorsed;
2. That, should the funding application be successful, the Chief Administrative Officer and the General Manager of Engineering and Public Works be authorized to execute the agreement with the FCM on behalf of the City of Richmond;
3. That if the funding application is successful, the 2018-2022 Five Year Financial Plan Bylaw be adjusted accordingly.
4. That local Richmond Federal Ministers of Parliament be advised of the City's FCM grant funding application.

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

Att. 2

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

CNCL - 156

**Origin**

Staff are seeking Council endorsement for an application to the Federation of Canadian Municipalities' (FCM) Municipal Climate Innovation Program (MCIP) for grant funding to support an enhanced GHG emission reduction and deep energy retrofit project at the Library and Cultural Centre (LCC).

This deep energy and GHG emissions reduction project and grant funding application supports the following Council 2014-2018 Term Goals:

**#4 Leadership in Sustainability:**

- 4.1. *Continued implementation of the Sustainability Framework.*
- 4.2. *Innovative projects and initiatives to advance sustainability.*

**#5 Partnerships and Collaboration:**

- 5.1. *Advancement of City priorities through strong intergovernmental relationships.*
- 5.2. *Strengthened strategic partnerships that help advance City priorities*

**#6 Quality Infrastructure Networks:**

- 6.1. *Safe and sustainable infrastructure.*

**Background**

Through the 2017 capital process, Council approved two minor capital projects at the Library and Cultural Centre (LCC). The projects approved involved the replacement of the facility's aging chiller plant and one of three hot water boilers, with a total of \$450,000 in funding allocated. The development of a detailed scope of work and design for these projects has been ongoing since the projects were approved.

Best practices options have been assessed for how the benefits of these investments could be maximized. Through completing options evaluations, it was determined that deep energy and greenhouse gas (GHG) emissions were possible given further investment and infrastructure renewal. The assessment concluded that GHG emissions and conventional energy use at the facility could be reduced by 80% and 35%, respectively, with a broader scope of work. In 2016, Council endorsed an ambitious GHG emissions target for corporate buildings of 65% reduction in building related emissions by 2020 as compared to 2007 levels. This project has been identified as one the key projects the City will need to implement to achieve this target.

The FCM MCIP capital project grants provide up to 80% of eligible project costs and a maximum of \$1,000,000 in funding to support municipalities with the reduction of GHG emissions. Communities can use the funding to support projects that include measures such as the replacement of fossil fuel energy with a renewable source and increasing the energy efficiency of a facility through the reuse of waste heat. The targets for a project in this program include reducing GHG emissions of a facility by 50% from the baseline amount, with up one third of the reduction coming from renewable energy integration.

The majority of planned project costs are eligible for reimbursement through this program, which can be included in contribution requests from the date of the application submission to FCM after an agreement is reached.

### **Analysis**

The Richmond Library and Cultural Centre is an essential community cultural hub for Richmond residents and includes the City's main library branch, the Arts Centre, the Museum, an Art Gallery, a Media Lab, a Performance Hall, exhibition space, meeting rooms, and the City of Richmond Archives. Many community and school programs, public events and major festivals are conducted at the Cultural Centre each year.

The City strives to consistently renew and improve important community facilities with the objective of improving occupant comfort and equipment functionality, as well as reducing energy use and greenhouse (GHG) emissions.

Phase 1 of this expanded project would entail the replacement and upgrade of all major mechanical systems at LCC, with the ability to connect the new systems to a future renewable energy system for further conventional energy use displacement. If implemented, Phase 1 of the project will reduce emissions at LCC by approximately 60% and conventional energy use by 25%.

Phase 2 of this expanded project will implement a renewable energy system at the facility to further displace natural gas use and GHG emissions. Options for Phase 2 to be assessed include, but are not limited to, geo-exchange, solar thermal energy systems, and air to air heat pumps. Completing Phase 2 of this project would reduce GHG emissions by a further 25% and conventional energy use by a further 10%. Overall, the complete project would reduce emissions at LCC by over 200 tonnes of CO<sub>2</sub>e annually (equal to taking 60 Richmond vehicles off the road) and conventional energy use would be reduced by over 1.0 gigawatt hour annually (equal to the annual energy consumption of 25 Richmond homes).

Should the FCM MCIP funding request be successful, the City would be required to enter into funding agreements with FCM. The agreements are standard form agreements provided by FCM and include an indemnity and release in favour of FCM. As with any submission for funding to external sources, funding is not guaranteed to be granted to assist with this project.

**Financial Impact**

The maximum FCM MCIP contribution is \$1,000,000 per application and up to 80% of the eligible project costs. The City is requesting the maximum contribution allowance of \$1,000,000 for this project. For the initial stages of this project Council has approved \$450,000 in funding through the 2017 Capital program. In addition, funding has been requested through the 2018 One Time Additional Level Program to completely fund Phase 1 of the project. Approved capital project funds will be used as matching funds in the event that the City's FCM application is successful and an agreement is reached. Any grant funds received from the MCIP will be used to offset approved project funds, with the 2018-2022 Five Year Financial Plan Bylaw adjusted accordingly.

The City is also exploring other funding partnerships for this project, such as incentives from Fortis BC and BC Hydro.

**Conclusion**

As part of the submission process, the Federation of Canadian Municipalities (FCM) requires confirmation that Council endorses the application for funding and the potential contractual agreement with FCM. This project aligns with the City's goals and vision, and is well positioned to receive funding through the Municipal Climate Innovation Program (MCIP) given the program criteria and the expected results of the project if program funding remains available.

Staff recommend the endorsement of the application to the FCM MCIP for grant funding to support an enhanced mechanical systems upgrade at LCC to achieve deep GHG emissions and energy reductions. The completion of this project will help the City achieve its ambitious GHG emissions reduction target of 65% reduction in corporate building emissions by 2020 as compared to 2007 levels. Completing these deep energy efficiency retrofits will allow the City of Richmond to renew a key community facility, and will help the City provide further needed services to its growing community without greatly increasing its overall environmental footprint.



Levi Higgs, CEM, PMP.  
Corporate Energy Manager,  
(604-244-1239)



Denise Tambellini  
Intergovernmental Relations  
and Protocol Unit  
(604-276-4349)

- Att. 1: FCM MCIP Eligible Funding Expenditures Summary  
2: FCM MCIP Application Criteria



## MCIP Eligible and Ineligible Expenditures – Plans, Studies and Capital Projects

Eligible and Ineligible Expenditures		
<p>This table outlines what expenditures can be partially reimbursed by FCM.</p> <p>Please pay particular attention to any expenditure that may be ineligible. Please also note that definitions and eligibility of expenditure categories may vary from that of the Green Municipal Fund.</p> <p><b>Note: If your application is approved, expenses that are eligible for partial reimbursement must be:</b></p> <ul style="list-style-type: none"> <li>• If your project has already started, please contact us to discuss eligibility.</li> <li>• Invoiced directly to the lead applicant.</li> <li>• An integral and an essential component of the initiative required to help achieve the environmental objective of the initiative.</li> <li>• Actually and reasonably incurred in accordance with applicable industry standards.</li> </ul> <p>FCM reserves the right to audit financial statements or expenses incurred at a future date, as audits of the submitted expenditures will not be conducted as a normal course of business when a disbursement claim is submitted. Please keep financial accounts and records, including but not limited to contracts, invoices, statements, receipts, and vouchers, for at least six years.</p>		
Expenditure Category	Eligible Expenditures	Ineligible Expenditures
<b>1) Pre-application</b>	N/A.	<ul style="list-style-type: none"> <li>• Any expenditure incurred prior to FCM's eligible expenditure date.</li> <li>• Expenditure of developing this proposal or application.</li> </ul>
<b>2) Administrative and Overhead Expenditures</b>	<p>Administrative expenditures that are directly linked to and have been incurred for the project, such as:</p> <ul style="list-style-type: none"> <li>• Communication expenditures (e.g. long-distance calls or faxes).</li> <li>• Permits or certifications required for the project.</li> <li>• Outsourced printing or photocopying.</li> <li>• Acquisition of documents used exclusively for the project.</li> <li>• Document translation.</li> <li>• Transportation, shipping, and courier expenditures for delivery of materials essential for the project.</li> <li>• Design and production of communication products to promote project outcomes and benefits to the public.</li> <li>• Advertising, website development, project education materials or expenditures to disseminate project</li> </ul>	<p>General overhead expenditures incurred in the regular course of business, such as:</p> <ul style="list-style-type: none"> <li>• Office space, real estate fees, and supplies.</li> <li>• Financing charges, and interest payments.</li> <li>• Promotional items.</li> <li>• Hospitality expenses (food and drink, alcohol, entertainment, etc.).</li> </ul>

	communications products. • Public engagement expenditures, such as surveys, web tools, other materials.	
<b>3) Capital Expenditures</b>	<ul style="list-style-type: none"> <li>• Specialized system hardware.</li> <li>• Software expenditures up to a maximum of \$25,000 will be accepted, unless otherwise approved by FCM.</li> <li>• <b>For Capital Projects only:</b> Expenditures essential for conducting the project. This would include construction expenditures, materials, renovation and modernization expenditures, and installations expenditures.</li> </ul>	<ul style="list-style-type: none"> <li>• Purchase or lease of real estate.</li> <li>• Capital expenditures related to regular business activities and not a specific requirement of the project.</li> </ul>
<b>4) Equipment Rental</b>	<ul style="list-style-type: none"> <li>• Rental of tools and equipment.</li> <li>• Related operating expenditures such as fuel and maintenance expenditures.</li> </ul>	Rental of tools or equipment related to regular business activities.
<b>5) In-Kind</b>	N/A.	Any goods and services received through donation.
<b>6) Meetings, Training Sessions, and Public Gatherings</b>	<ul style="list-style-type: none"> <li>• Expenditures associated with accessing reference materials such as standards, templates and toolkits.</li> <li>• Expenditures related to meetings and public gatherings that communicate the project to the public and that collect feedback: Examples: facility rental and audiovisual equipment.</li> </ul>	Any hospitality expenses such as: <ul style="list-style-type: none"> <li>• Food and drink</li> <li>• Alcohol</li> <li>• Door prizes</li> <li>• Entertainment</li> <li>• Music</li> <li>• Decorations</li> <li>• Flowers, centerpieces</li> <li>• Etc.</li> </ul>
<b>7) Professional and/or Technical Services</b>	Fees for professional or technical consultants and contractors, incurred in support of eligible activities.	<ul style="list-style-type: none"> <li>• Expenditures associated with regular business activities not related to the project.</li> <li>• Legal fees.</li> </ul>

<b>8) Staff Remuneration</b>	<p>Daily rates actually paid by the Eligible Recipient to its Employees in Canada for time actually worked on the implementation of the Project. The daily rate per employee shall include the following costs:</p> <p>a) <b>direct salaries:</b> actual and justifiable sums paid by the Eligible Recipient to Employees in accordance with the Eligible Recipient's pay scales as regular salary <u>excluding</u> overtime pay and bonuses.</p> <p>b) <b>fringe benefit:</b> in accordance with the Eligible Recipient's policies, as follows:</p> <p>i. time-off benefits (prorated to the annual percentage (%) of time actually worked on the implementation of the Project): allowable number of days to be paid by the Eligible Recipient for the following payable absences: statutory holidays, annual vacation, and</p> <p>ii. paid benefits: actual sums paid by the Eligible Recipient for paid benefits (prorated to the annual percentage (%) of time actually worked on the implementation of the Project): the Eligible Recipient's contribution to employment insurance and workers' compensation plans (where applicable), health and medical insurance, group life insurance, or other mandatory government benefits;</p> <p><i>Note: Labour costs must be documented in a manner that meets audit standards for verification of eligibility of cost and level of effort.</i></p>	<ul style="list-style-type: none"> <li>• In-kind contribution of services.</li> <li>• Participant salaries.</li> <li>• Expenditures related to regular business activities.</li> <li>• Overtime pay.</li> <li>• Bonuses / performance pay.</li> <li>• Fringe benefits such as; <ul style="list-style-type: none"> <li>o sick days</li> <li>o pension plan</li> <li>o any other fringe benefits not listed as eligible</li> </ul> </li> <li>• Costs related to ongoing or other business activities and not specifically required for the project.</li> <li>• Staff wages while receiving training or attending learning events.</li> <li>• Memberships fee or dues.</li> </ul>
<b>9) Supplies and Materials</b>	<p>Supplies and materials required to undertake the project.</p>	<ul style="list-style-type: none"> <li>• Expenditures related to regular business activities.</li> </ul>

<b>10) Taxes</b>	The portion of provincial/Harmonized Sales Tax and Goods and Services Tax for which your organization is not eligible for rebate.	The portion of Provincial/Harmonized Sales Tax and Goods and Services Tax for which your organization is eligible for rebate, and any other expenditures eligible for rebates.
<b>11) Travel and Accommodation</b>	<p>For individuals on travel status (individuals travelling more than 16 km from their assigned workplace - using the most direct, safe and practical road.);</p> <ul style="list-style-type: none"> <li>• Travel and associated expenses for implementing partners, guest speakers and consultants to the extent that the travel and accommodation rates comply with the Treasury Board of Canada guidelines, and to the extent that such travel is necessary to conduct the initiative. <a href="http://www.canada.ca/en/treasury-board-secretariat/services/travel-relocation/travel-government-business.html">www.canada.ca/en/treasury-board-secretariat/services/travel-relocation/travel-government-business.html</a></li> </ul> <p><i>Where justified, participant travel costs may be claimed with prior written consent from FCM. Under no circumstances will participant honorariums be covered.</i></p>	<ul style="list-style-type: none"> <li>• Any travel expense that is not paid in accordance with the Treasury Board of Canada guidelines</li> <li>• Any expenditure that is not necessary to conduct the project.</li> <li>• Participant honorariums.</li> </ul>

**Note:** Invoices, receipts and timesheets (where applicable), must be sufficiently detailed to enable verification of expenditure eligibility and level of effort.



## **Municipalities for Climate Innovation Program – Grant Funding Information**

### **1. Climate change capital project grants**

Grant funding of up to \$1 million and more for climate change capital projects is available for Canadian cities and communities of all sizes. These grants help municipalities adapt to the impacts of climate change, such as flooding and drought, and reduce greenhouse gas (GHG) emissions. Communities can use the funding to upgrade, build, replace, expand or purchase and install fixed assets or infrastructure, such as buildings and treatment plants.

The following list represents the general types of capital projects that this grant program is designed to support

- Extreme temperatures: Climate adaptation capital projects
- Flooding and drought: Climate adaptation capital projects
- Wind events: Climate adaptation capital projects
- Community initiatives: Climate adaptation capital projects
- Energy: Climate mitigation capital projects
- Solid waste: Climate mitigation capital projects
- Water: Climate mitigation capital projects
- Transportation: Climate mitigation capital projects
- Community initiatives: Climate mitigation capital projects

### **2. Energy: Climate mitigation capital project grants**

We provide grants for energy-focused capital projects that lead to greenhouse gas (GHG) emission reductions for municipal corporate operations and existing assets such as buildings and treatment plants or through community-based initiatives.

### **3. Eligible initiatives**

Eligible capital projects will address corporate or community GHG emissions at a site, or in a neighbourhood or region. These projects are designed to enable the adoption of a technology or solution that has the potential to reduce GHG emissions.

The following are examples of features that could be included in an eligible capital project:

- Retrofitting district energy systems to a less polluting source of energy
- Upgrading lighting and insulation in municipal facilities such as community centres, arenas, libraries or other municipal buildings
- Changing a fuel source from fossil fuels to a less polluting source of energy
- Creating an energy recovery loop to channel waste energy to heat
- Using digested solids from a wastewater treatment plant to generate gas for electricity or heat
- Capturing, processing and treating methane gas from landfill sites to produce energy

### **4. Targets**

Capital projects focused on a municipality's corporate assets should be designed to reduce GHG emissions by 50 per cent from an existing baseline. In addition:

- For buildings, two-thirds of the reduction in GHGs must come from energy efficiency measures and up to one-third may come from the use of renewable energy
- For landfill gas capture projects, the target is to capture 60 per cent of all emissions at the site

## 5. Who can apply

- Municipal governments (except applicants from Quebec<sup>1</sup>)
- Municipal partners working in partnership with a municipal government <sup>2</sup>, which includes:
  - Certain Indigenous communities that have a shared service agreement with a municipal government related to infrastructure, climate change mitigation or climate change adaptation
  - Regional, provincial or territorial organizations delivering municipal services
  - Not for profit organizations

## 6. Funding Available

There are two key aspects of the available funding;

- Grants of up to \$1,000,000 maximum per application are available
- Funding will be provided, up to a maximum of 80% of eligible project costs

## 7. Application Deadline

Applications are accepted year-round. The last date to submit an application is January 31, 2020.

Note: All eligible expenses must be incurred and all reporting, including requests for disbursements, must be submitted to FCM by February 28, 2021.

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<sup>1</sup> Quebec municipalities are currently not permitted to receive funding from the FCM's Municipalities for Climate Innovation Program. FCM is working with the province of Quebec's Ministère des Affaires municipales et de l'Occupation du territoire (MAMOT) to find a solution that will provide Quebec municipalities access to MCIP funding as soon as possible.

<sup>2</sup> Not-for-profit, non-governmental organizations and indigenous communities in Quebec can still access funding from the two programs if they meet the necessary eligibility criteria



# City of Richmond

## Report to Committee

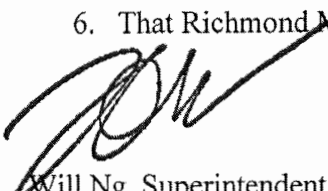
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**To:** General Purposes Committee **Date:** October 31, 2017  
**From:** Will Ng, Superintendent, Officer in Charge, Richmond RCMP Detachment **File:** 09-5000-01/2017-Vol 01  
**Re:** Closed Circuit Television (CCTV) for Signalized Intersections in Richmond

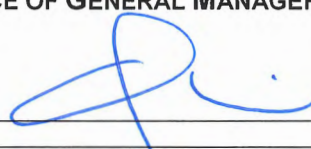
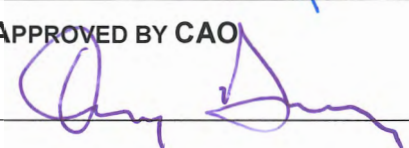
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### Staff Recommendation

1. That the report titled "Closed Circuit Television (CCTV) for Signalized Intersections in Richmond," dated October 31, 2017 from the OIC, Richmond RCMP, be received for information;
2. That the CCTV request at a capital cost of \$2,185,242 (Option 3) be submitted to the 2018 Capital budget process for Council consideration;
3. That the CCTV for Signalized Intersections Project be approved to seek additional funding from the Federal/ Provincial Investing in Canada Program and other appropriate senior government funding programs;
4. That if the senior government funding submission is approved, the Chief Administrative Officer and the General Manager, Community Safety be authorized to execute the agreement on behalf of the City of Richmond with the Government of Canada and/ or the Province of British Columbia;
5. That if the funding application is successful, the grant received be used to replenish the City's funding source and the 2018-2022 Five Year Financial Plan Bylaw will be adjusted accordingly; and
6. That Richmond MPs and MLAs be advised of the City's senior government submission.



Will Ng, Superintendent  
Officer in Charge, Richmond RCMP Detachment  
(604-278-1212)  
Att. 2

REPORT CONCURRENCE	
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>
Finance Department	<input checked="" type="checkbox"/>
Intergovernmental Relations	<input checked="" type="checkbox"/>
Transportation	<input checked="" type="checkbox"/>
<b>CONCURRENCE OF GENERAL MANAGER</b>	
	
<b>APPROVED BY CAO</b>	
	



## **Staff Report**

### **Origin**

This report is in response to the following referral made by Council at the October 23, 2017 Council meeting:

*That Traffic Recording Capabilities at Intersections be submitted in the 2018 budget process for Council consideration.*

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.*

*1.2. Program and service enhancements that improve community safety services in the City.*

*1.3. Improved perception of Richmond as a safe community.*

### **Analysis**

#### **Background**

On October 18, 2017 the Public Works and Transportation Committee discussed the potential to install traffic recording cameras at intersections in Richmond. As a result of this discussion, the Committee requested staff provide information regarding the type of recording equipment that would be considered in order to provide Council with a range of options for a capital budget submission.

#### **Existing Traffic Cameras**

Currently there are 175 signalized intersections in Richmond, among which 60 intersections are equipped with non-recording traffic detection cameras. The existing traffic cameras function primarily to detect vehicles, manage traffic flow and respond to real-time traffic incidents. Each camera equipped intersection actually has four cameras to monitor traffic flow in each direction of the intersection. Existing traffic detection cameras have the capability of capturing live video feeds but to date the recording function has not been equipped within existing hardware and software.

#### **Enhancing Public Safety**

The main purpose of installing CCTV cameras at traffic intersections is to enhance public safety in the City of Richmond. Ideally, CCTV cameras should be present at all 175 signalized intersections in Richmond.

Threats of violence and terrorism remain an existent threat not only in international locations such as France and the United Kingdom, but also domestically in cities such as Ottawa and Edmonton. Richmond is an international gateway into Canada with major facilities including the

Vancouver International Airport, Metro Vancouver Port facilities, various tourist destinations, regional shopping centers, skytrain stations, religious and public facilities. It is prudent to be proactive in addressing potential threats to the City's community safety needs.

For the past several years, with the advent of low-cost and excellent-quality digital CCTV systems, police have been exploring local CCTV assets in the area of investigating criminal activity, identifying suspects and apprehending criminals. Quality images of perpetrators and/or their vehicles has, when available, significantly diminished police investigational time and reduced policing costs. Cities with cameras have reported success in reducing crime and increasing perceptions of public safety through deterrence and quickly apprehending and removing dangerous individuals from the community.

#### Benefits of a Recording Capability for Traffic Cameras

The RCMP Richmond Detachment (the Detachment) and the City's Transportation Department (Traffic Management Centre) have initiated discussions to upgrade all existing traffic cameras, to allow for live video feed recording and to have additional video recording cameras at all signalized intersections over time. The following table identifies some of the key benefits that surfaced from those discussions.

Table 1: Benefits of Traffic Cameras with Recording Capability

Category	Benefit
Emergency Preparedness	<ul style="list-style-type: none"> <li>• Live video feeds can augment the emergency program by helping determine and monitor emergency route availability to an evacuation during an emergency.</li> <li>• Free up police officers from physically attending areas to provide situational reports allowing them to assist in more emergent life or death situations.</li> </ul>
Safety for First Responders – Fire Rescue	<ul style="list-style-type: none"> <li>• A greater number of cameras can enhance response times for Fire-Rescue by utilizing the emergency pre-emption of traffic signals.</li> <li>• Provide a safer environment for Fire Rescue while entering controlled intersections.</li> </ul>
RCMP Operational Safety and Efficiency	<ul style="list-style-type: none"> <li>• An enhanced camera network will facilitate RCMP ability to identify and locate criminals and investigate threats of violence or terrorism.</li> <li>• An enhanced camera network will provide more readily obtainable evidence that will shorten investigative time. This would reduce public exposure to "at large" criminality.</li> <li>• Cameras will also complement the Detachment's operational plans to ensure public safety at large scale events such as the Steveston Salmon Festival and Richmond World Festival.</li> <li>• Video feeds provide evidence for investigations such as serious collisions at intersections.</li> <li>• Traffic cameras with recording capabilities have in many instances reduced crime in specific areas.</li> </ul>

Category	Benefit
Traffic Safety	<ul style="list-style-type: none"> <li>Based on statistics from ICBC: <ul style="list-style-type: none"> <li>-There were 6,671 reported accidents in Richmond with 88 per cent occurring at intersections.</li> <li>-The top contributing factors in fatal crashes were speed, impaired driving and distracted driving.</li> </ul> </li> <li>Video cameras would allow for analysis of accident causes and act as a deterrent for high risk behaviours at intersections.</li> </ul>

### Traffic Camera System versus the CCTV Camera System

Discussions between the Detachment and Transportation also revealed significant differences between camera system requirements of one department over the other. As stated earlier the City's purpose for the existing traffic cameras is to detect vehicles, manage traffic flow and respond to real-time traffic incidents. The RCMP, on the other hand, requires high resolution cameras to reduce crime and assist in criminal investigations.

The existing traffic camera system has limitations, which make them not suitable for the Detachment's intended purposes. For example:

- Some cameras do not have time and date stamps;
- Cameras do not display in high definition resolution;
- To properly meet traffic camera needs the angle of these cameras face directly towards the traffic lanes. These cameras are designed for only one camera angle and are not mobile as required by the CCTV camera system; and
- Current traffic cameras require fiber optic cable which makes installation expensive.

### CCTV Privacy Regulation and Data Collection

The legal regulation of CCTV systems occurs primarily via privacy law. This oversight is provided by offices of the federal and provincial privacy commissioners. It is anticipated that Richmond's CCTV system will be reviewed and approved by the Office of the Information and Privacy Commissioner for British Columbia. Should Council endorse a CCTV system, it would be designed and operated to ensure full compliance with all applicable privacy laws.

The data captured by the CCTV system will be securely stored on a server for a reasonable period of time (e.g. one month). The data will be destroyed after the holding period. Only data requested by the appropriate authorities, such as ICBC, or archived for investigative purposes will be forwarded onto the investigating authority for retention under the terms of relevant legislation (Attachment 1).

### Signalized Intersection Recording Options

#### *Option 1 (Status quo) – Not Recommended*

Staff do not recommend Option 1. This option will continue with the current traffic camera network with no ability to record live feeds.

##### Pros:

- There will be no budget impact as Option 1 is currently funded from the Planning and Development operational budget; and
- The City will continue its incremental program to install traffic cameras for transportation management purposes.

##### Cons:

- No improvement camera system or public safety;
- No ability to review accidents and reduce accident causes through analysis;
- No ability to assist police with deterring or investigating crimes; and
- No ability to provide service to other agencies (e.g. ICBC, law firms, and other government agencies, etc.) or the public for use in legal defense purposes.

#### *Option 2 (Hybrid System) – Not Recommended*

Option 2 would require the enhancement of existing traffic detection cameras and the installation of 115 recording cameras<sup>1</sup> at strategically selected intersections. This option model would maintain the operability of the existing traffic cameras and further enhance their existing traffic camera capabilities to include recording. The estimated capital cost for the Hybrid System is \$1,709,710 and \$30,201 annual OBI for ongoing expenses (Attachment 2).

##### Pros:

- Significantly enhanced CCTV camera system for public safety;
- Ability to review accidents and reduce accident causes through analysis;
- Ability to assist police with deterring or investigating crimes; and
- Ability to recover costs from video feed sales to other agencies (e.g. ICBC, law firms, and other government agencies, etc.) or the public for use in legal defense purposes in compliance with privacy law.

##### Cons:

- Existing cameras will not meet resolution levels required by RCMP;
- Some existing cameras will not have time and date stamps; and
- Existing cameras with low resolution and without a time date stamp will not produce adequate evidence for the courts and, as such, these cameras will incur reduced revenue levels and will not meet the needs of the RCMP.

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<sup>1</sup> The number of recording cameras in this case was derived from the total number of signalized intersections (175) minus the existing traffic cameras (60) which determines the remaining amount of cameras required (115).



*Option 3 (Full CCTV System) – Recommended*

Option 3 would require the enhancement of the existing traffic detection camera system with additional CCTV recording cameras at all 175 locations. CCTV images, in this scenario, are transmitted by wireless radios with the exception of locations where fiber optic cables exist. This system is relatively cost effective and easy to install. The estimated capital cost for the full CCTV system is \$2,185,242 and a cost neutral OBI for ongoing expenses (Attachment 2).

**Pros:**

- Fully operational CCTV camera system at all 175 traffic intersections for public safety;
- Ability to review accidents and reduce accident causes through analysis;
- Ability to assist police with deterring or investigating crimes; and
- Ability to recover costs from video feed sales to other agencies (e.g. ICBC, law firms, and other government agencies, etc.) or the public for use in legal defense purposes in compliance with privacy law.

Cons: None.

**Potential Cost Offset and Senior Government Funding Opportunities**

Other local municipalities that have implemented CCTV cameras have reported that they are able to offset some of the operational costs by applying a fee-for-service model. It is reasonable to project a service charge for the purposes of this report at \$360 per request. An extrapolation of this model when applied to Richmond and adjusted for population and program size would result in an annual cost offset of approximately \$72,000, which has been included in the estimates provided (Attachment 2).

If endorsed, staff will seek funding opportunities from senior governments to leverage Council approved funding for this project. The project aligns with the potential funding criteria for the Investing in Canada Program, currently being negotiated for a bilateral agreement with the federal and provincial governments. A call for proposals is expected early in 2018.

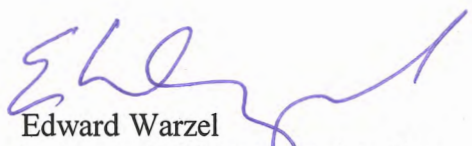
Should the funding request be successful, the City would be required to enter into funding agreements with the Government of Canada and/ or the Province of British Columbia. The agreements are standard form agreements provided by senior levels of government and include an indemnity and release in favour of the Government of Canada and/ or the Province of British Columbia. As with any submission to senior governments, there is no guarantee that this application will be successful.

**Financial Impact**

That Option 3 at a capital cost of \$2,185,242 and a cost neutral OBI be submitted to the 2018 capital budget process for Council consideration.

## **Conclusion**

The installation of CCTV cameras at all 175 traffic intersections would enhance public safety in the City of Richmond. Proper use of this surveillance technology could deter crime, reduce traffic accidents and provide an additional tool in crime and accident investigations. Staff is recommending Council approve the funding for the CCTV project and the request to pursue additional funding from senior governments to enhance the project.



Edward Warzel  
Manager, RCMP Administration  
(604-207-4767)

EW:jl

Att. 1: Public Sector Surveillance Guidelines

Att. 2: Cost Estimates of Options 2 and 3

updated January, 2014

## Public Sector Surveillance Guidelines



OFFICE OF THE  
INFORMATION &  
PRIVACY COMMISSIONER  
for British Columbia

Protecting privacy. Promoting transparency.



OFFICE OF THE  
INFORMATION & PRIVACY  
COMMISSIONER  
for British Columbia

Protecting privacy. Promoting transparency.

# PUBLIC SECTOR VIDEO SURVEILLANCE GUIDELINES

## PURPOSE

The purpose of this guidance document is to provide information on how the *Freedom of Information and Protection of Privacy Act* ("FIPPA") applies to the use of video and audio surveillance systems by public bodies. In the decade since our office first published surveillance guidelines, there has been extensive research and writing on this topic and one thing is clear: the effectiveness of a surveillance system is a product of several elements—it is not a "one size fits all" solution. These guidelines aim to assist public bodies in deciding whether proposed or existing surveillance systems are **lawful** and operating in a **privacy protective manner**. These guidelines also set out what the Information and Privacy Commissioner for British Columbia expects from public bodies who are considering using video and audio surveillance systems.

## THE RIGHT OF PRIVACY

British Columbians are increasingly subject to routine and random surveillance of their ordinary, lawful public activities by public and private bodies. As surveillance increases, so do the risks of harm to individuals. Video and audio surveillance systems are particularly privacy intrusive measures because they often subject individuals to continuous monitoring of their everyday activities.

Privacy is a fundamental right. Sections 7 and 8 of the *Canadian Charter of Rights and Freedoms* protect the rights of citizens to be secure in their daily lives and to be free from unjustified intrusion. FIPPA also recognizes and protects an individual's privacy



rights. Public bodies must not take steps to erode the right to privacy merely because they believe there is nothing to fear if an individual has nothing to hide. The loss of the ability to control the use of one's own personal information is harmful in itself.

## APPLICATION OF FIPPA AND ROLE OF THE OIPC

FIPPA governs the collection, use, and disclosure of personal information by public bodies. Visual or audio recordings of an individual are a record of that individual's personal information. Where a surveillance system records personal information, the public body collecting that record must comply with the privacy protection provisions in Part 3 of FIPPA.

The Office of the Information and Privacy Commissioner ("OIPC") is responsible for monitoring and enforcing compliance with FIPPA, and may conduct investigations and audits of public bodies' surveillance systems under the authority of s. 42(1)(a) of FIPPA.

## LAWFUL COLLECTION AND USE

It is lawful for public bodies to collect personal information only in circumstances permitted by s. 26 of FIPPA. A public body must be prepared to demonstrate to the OIPC, with specific evidence, that one or more provisions of s. 26 of FIPPA authorize its proposed or existing collection of personal information by a surveillance system.

Each component of the surveillance system must be lawful. For example, if a public body is considering implementing a surveillance system that collects video and audio footage, it should be able to demonstrate the purpose and the legal authority for both. This should include evidence that supports how each component fulfils the purpose for the collection.

Section 32 of FIPPA limits the purpose for which a public body can use personal information. Public bodies should be prepared to demonstrate that the ways they are using personal information meet the requirements of s. 32. Information collected through video or audio surveillance should not be used beyond the original purpose for the collection and any other purpose that is demonstrably consistent with this purpose. When public bodies collect personal information for one reason and then later use it for something else, privacy advocates refer to this as "function creep". Function creep is problematic because it can lead to public bodies using personal information in ways that do not meet the requirements of FIPPA. For example, if a public body scans employee identification to control entry to a secure building and later wants to use it to track employee attendance; the public body must first determine whether FIPPA authorizes that new activity.

#### ▪ *WHAT IS PERSONAL INFORMATION?*

FIPPA defines “personal information” as recorded information about an identifiable individual, other than contact information. Video and audio recordings of an individual’s image and voice are considered identifiable information.

#### ▪ *WHAT IS COLLECTION?*

In terms of surveillance systems, collection of personal information occurs when an individual’s image or voice is captured by the system. The personal information may then be played back or displayed on a monitor (used), saved or stored (retained) or shared with other public bodies or organizations (disclosed). Surveillance systems are collecting personal information whenever they are recording, regardless of if, or how, the public body uses, retains or discloses the recordings in the future.

#### ▪ *WHAT DOES IT MEAN TO BE AUTHORIZED BY STATUTE?*

Section 26(a) of FIPPA allows for the collection of personal information that is expressly authorized by statute. This is the most straightforward legal authority for collection. If there is a law that states that a public body is authorized to collect personal information using video or audio recording, then, so long as the collection is done in accordance with that law and for the specified purpose, it is authorized.

An example of express statutory authority for video surveillance is found in s. 85 of the Gaming Control Act. Under this section, the British Columbia Lottery Corporation “may place a gaming site under video surveillance to ascertain compliance” with the Act.

#### ▪ *WHAT DOES IT MEAN TO BE “FOR THE PURPOSES OF LAW ENFORCEMENT”?*

Section 26(b) of FIPPA authorizes collection of personal information for the purposes of law enforcement. Schedule 1 of FIPPA defines “law enforcement” as: policing, including criminal intelligence systems; investigations that lead or could lead to a penalty or sanction being imposed; or proceedings that lead, or could lead, to a penalty or sanction being imposed.

“Policing” is not defined in FIPPA, however in common law the definition of policing involves active monitoring or patrolling in order to deter or intervene in unlawful activities. Information collected for policing purposes must be collected by a public body with a common law or statutory enforcement mandate. For example, it is not sufficient for a public body to claim an interest in reducing crime in order to justify

collection for “law enforcement”; the public body must have authority to enforce those laws.

In BC, the OIPC has determined in a number of Orders that an investigation must already be underway at the time the personal information is collected for s. 26(b) to apply. A public body is not authorized to collect personal information about citizens, in the absence of an investigation, on the chance it may be useful in a future investigation. Similarly, in order for a collection to be lawfully authorized as relating to a proceeding, the proceeding must be ongoing at the time of collection.

#### ▪ WHAT DOES IT MEAN TO BE “NECESSARY”?

Section 26(c) of FIPPA authorizes the collection of personal information that is necessary for an operating program or activity of the public body. “Necessary” in the context of surveillance systems is a high threshold for a public body to meet. It is not enough to say that personal information would be nice to have or could be useful in the future. The personal information must also be directly related to a program or activity of the public body.

#### ▪ WHAT ABOUT CONSENT?

Under s. 26(d)(i) of FIPPA, consent can be used as legal authority for collection of personal information in very few specified instances. Express or implied consent is not a legal authority for collection of personal information using video or audio surveillance systems.

## EFFECTIVE USE OF SURVEILLANCE

A public body should use a video or audio surveillance system only where conventional means for achieving the same objectives are *substantially* less effective than surveillance *and* the benefits of surveillance *substantially* outweigh any privacy intrusion. Cost-savings alone are not sufficient justification to proceed with a surveillance system under FIPPA.

A public body should use surveillance systems that collect the minimum amount of personal information necessary to achieve the purpose of the collection.

In considering the effectiveness of video or audio surveillance systems, public bodies should keep in mind the following:

- (a) Surveillance systems have been found to be more effective in defined areas (such as parking lots) as opposed to open street or undefined spaces.

- (b) Surveillance systems are *more effective as investigative tools than as deterrents*. There is a common belief that the presence of a camera is an effective deterrent of crime and disorder, however, studies have shown that this deterrence is short-lived. In addition, the deployment of a surveillance system often coincides with the installation of improved lighting and increased monitoring of the area, which itself plays a role in deterrence.
- (c) Surveillance systems that are monitored and are used in conjunction with intervention in suspicious incidents have been found to be more effective at reducing criminal or public safety concerns than are unmonitored systems.

Public bodies should only proceed with surveillance if they can first establish whether FIPPA authorizes the surveillance and if they have determined that other less privacy-invasive options will not be effective.

## VIDEO OR AUDIO SURVEILLANCE — BEST PRACTICES

### 1. Factors in considering use of video or audio surveillance systems

Public bodies should take the following steps in considering whether to use video or audio surveillance systems:

- (a) Before implementing a surveillance system, complete a privacy impact assessment (“PIA”). A PIA is an important component in the design of a project to assess how the project affects the privacy of individuals, and should include a description of measures to mitigate any identified privacy risks. Completion of a PIA helps a public body ensure that its project complies with the legislative requirements under FIPPA. A copy of the completed PIA, including the public body’s case for implementing a surveillance system as opposed to other measures, should be sent to the OIPC for review and comment. The OIPC should receive the PIA *well before* any final decision is made to proceed with surveillance.
- (b) If a public body would like to use surveillance for security reasons, it should have evidence, such as verifiable, specific reports of incidents of crime, public safety concerns or other compelling circumstances that support the necessity of surveillance.
- (c) Conduct consultations with stakeholders who may be able to help the public body consider the merits of the proposed surveillance.
- (d) Calibrate the surveillance system so that it only collects personal information that is necessary to achieve the purposes the public body has identified for the surveillance.



## **2. Layout of surveillance equipment**

In designing a surveillance system and installing equipment, a public body should:

- (a) Install surveillance equipment such as video cameras or audio recording devices in defined public areas. The public body should select areas it expects the surveillance will be most effective in meeting the purpose for the surveillance.
- (b) Recording equipment should not be positioned, internally or externally, to monitor areas outside a building, or to monitor other buildings, unless necessary to accomplish the purpose for the surveillance. Cameras should not be directed to look through the windows of adjacent buildings. Equipment should not monitor areas where the public and employees have a reasonable expectation of privacy (such as change rooms and washrooms).
- (c) If the purpose of the surveillance is related to crime, the public body should restrict the use of surveillance to periods when there is demonstrably a higher likelihood of crime being committed and detected in the area under surveillance.
- (d) Section 27(2) of FIPPA requires that public bodies notify individuals when they are collecting personal information. A public body should notify the public, using clearly written signs prominently displayed at the perimeter of surveillance areas so the public has sufficient warning that video or audio surveillance is or may be in operation before entering any area under surveillance. The notification must state: the purpose for the collection, the legal authority for the collection, and the title, business address and business telephone number of an employee of the public body who can answer the individual's questions about the collection.
- (e) Only authorized persons should have access to the system's controls and to its reception equipment (such as video monitors or audio playback speakers). Public bodies should have policies in place to ensure that authorized persons only access personal information from a surveillance system for authorized purposes.
- (f) Recording equipment should be in a controlled access area. Video monitors should not be located in a position that enables public viewing. Only authorized employees should have access.

### **3. Guidelines regarding surveillance records**

Section 30 of FIPPA requires that a public body protect personal information in its custody or under its control by making reasonable security arrangements against such risks as unauthorized collection, access, use, disclosure or disposal. If the surveillance system creates a record, a public body should implement the following security policies and procedures:

#### **3.1 Access**

- (a) Only authorized individuals who require the information in order to do their jobs should have access to the surveillance system or the records it creates. All authorized personnel should be fully aware of the purposes of the system and fully trained in rules protecting privacy.
- (b) Access to storage devices should be possible only by authorized personnel. Logs should be kept of all instances of access to, and use of, recorded material.
- (c) An individual who is the subject of surveillance has a right to request access to his or her recorded personal information under s. 5 of FIPPA. Normally, FIPPA requires public bodies to withhold personal information about other individuals. This may mean that a public body must blur or otherwise obfuscate the identity of other individuals on a video or audio recording before disclosing personal information about an individual. Public body policies and procedures should be designed to accommodate this right to seek access.

#### **3.2 Disclosure for law enforcement purposes**

- (a) If a public body is disclosing records containing personal information for law enforcement purposes, it should complete an information release form first. The form should indicate who took the storage device containing the information, under what authority, when this occurred, and if it will be returned or destroyed after use.

#### **3.3 Secure retention and disposal**

- (a) A public body must securely store, or retain, all personal information in its custody or under its control, including audio and video recordings. This includes the following measures:
  - i. All electronic storage devices should be encrypted.

- ii. All electronic storage devices that are not in use should be stored securely in a locked receptacle located in a controlled access area. All storage devices that have been used should be numbered and dated.
- iii. Recorded information should be erased according to a standard retention and disposal schedule. The OIPC considers retention periods of not more than 30 days to be preferable, although circumstances may necessitate different retention periods.
- iv. If the recorded information reveals an incident that contains personal information about an individual, and the public body uses this information to make a decision that directly affects the individual, s. 31 of FIPPA requires that specific recorded information be retained for one year after the decision is made.

(b) A public body must securely dispose of old storage devices and records.

#### **4. Audit procedures**

As part of the requirement to secure personal information, public bodies should ensure employers and contractors are aware of, and implement, the following audit procedures:

- (a) All surveillance equipment operators must be aware that their operations are subject to audit and that they may be called upon to justify their surveillance interest in any given individual.
- (b) A public body should appoint a review officer to audit the use and security of surveillance equipment, including monitors and storage devices. The reviews should be done periodically at irregular intervals. The results of each review should be documented in detail and any concerns should be addressed promptly and effectively.

#### **5. Creating surveillance system policies**

- (a) If a public body makes a decision to use a video or audio surveillance system, it should do so in accordance with a comprehensive policy that ensures compliance with FIPPA. Such a policy is one part of an overall privacy management program. Some of the key privacy issues that public bodies should address through policies include:
  - i. Authority for collection, use and disclosure of personal information;
  - ii. Requirements for notification.
  - iii. Individual access to personal information.

- iv. Retention and disposal of information.
  - v. Responsible use of information and information technology, including administrative, physical and technological security controls and appropriate access controls.
  - vi. A process for handling privacy related complaints.
- (b) The public body should designate one (preferably senior) person to be in charge of the system as well as the public body's privacy obligations under FIPPA and its policies. Any power for that person to delegate his or her role should be limited, and should include only other senior staff.
  - (c) Employees and contractors should be required to review and apply the policies in performing their duties and functions related to operation of the surveillance system. Employees should be subject to discipline if they breach the policies or the relevant FIPPA provisions. Where contractors are used, failure to comply with the policies, or FIPPA's provisions should be a breach of contract leading to penalties up to and including contract termination. Employees and contractors (and contractor employees) should sign written agreements as to their duties under the policies.
  - (d) Public bodies should incorporate policies into personnel training and orientation programs and should require contractors to do the same with their employees. Policies should be regularly reviewed and updated as needed, ideally at least once every two years. Public body and contractor personnel should receive privacy awareness training at least annually. Public bodies should be able to demonstrate how and when they trained their staff.

For more information on public sector privacy management, see the OIPC's guidance document: *Accountable Privacy Management in BC's Public Sector*.<sup>1</sup>

## 6. On-going evaluation

The effectiveness of a video or audio surveillance system should be regularly evaluated by independent evaluators. Some considerations for evaluation include:

- (a) Taking special note of the initial reasons for undertaking surveillance and determine whether video surveillance has in fact addressed the problems identified.
- (b) Reviewing whether a video or audio surveillance system should be terminated, either because the problem that justified its use in the first place is

<sup>1</sup> <http://www.oipc.bc.ca/guidance-documents/1545>



no longer significant, or because the surveillance has proven ineffective in addressing the problem.

- (c) Taking account of the views of different groups in the community (or different communities) affected by the surveillance. Results of evaluations should be made publicly available.

## CONCLUSION

Video and audio surveillance systems are inherently privacy invasive. In order for a public body to use surveillance, it must first establish that FIPPA authorizes the use. Even if surveillance is authorized, a public body should determine whether there are other, less privacy invasive options. This document is intended to assist public bodies in assessing whether video or audio surveillance is an appropriate solution to their identified problem and, if it is, to help them design and implement surveillance in accordance with FIPPA and best practices.

If you have any questions about these guidelines, please contact:

**Office of the Information and Privacy Commissioner for BC**

Tel: (250) 387-5629

In Vancouver: (604) 660-2421; Elsewhere in BC: 1-800-663-7867

Email: [info@oipc.bc.ca](mailto:info@oipc.bc.ca)

For more information regarding the OIPC, please visit [www.oipc.bc.ca](http://www.oipc.bc.ca).

**NOTE:** These guidelines do not constitute a decision or finding by the OIPC respecting any matter within the jurisdiction of the Information and Privacy Commissioner under the Act. These guidelines do not affect the powers, duties or functions of the Information and Privacy Commissioner respecting any complaint, investigation or other matter under or connected with the Act and the matters addressed in this document.



OFFICE OF THE  
INFORMATION &  
PRIVACY COMMISSIONER  
*for British Columbia*

Protecting privacy. Promoting transparency.

Office of the Information and Privacy Commissioner for British Columbia

PO Box 9038, Stn. Prov. Govt. Victoria, BC V8W 9A4 | Telephone: 250.387.5629 | Toll free in B.C. 1.800.663.7867  
E-mail: [info@oipc.bc.ca](mailto:info@oipc.bc.ca) | [www.oipc.bc.ca](http://www.oipc.bc.ca) | Twitter: @BCInfoPrivacy

**Attachment 2: Cost Estimates of Options 2 and 3**Option 2 (Hybrid System)

## Capital Costs (One Time):

Initial purchase cost CCTV system	\$	1,500,750
Office construction and set up	\$	62,900
Central servers	\$	56,000
Software and licensing costs	\$	89,360
<b>Total Initial Capital Cost</b>	<b>\$</b>	<b>1,709,710</b>

## Annual Operating Costs:

Annual licensing costs	\$	13,404
One full time CCTV Video Clerk	\$	58,786
Cell phone and data plan costs	\$	600
Overtime costs	\$	4,725
<b>Total Operating Costs</b>	<b>\$</b>	<b>77,715</b>
<b>Estimated Revenue</b>	<b>\$</b>	<b>47,314</b>
<b>Total Tax Base Funded Cost Option 2</b>	<b>\$</b>	<b>30,201</b>

Option 3 (Full CCTV System)

## Capital Costs (One Time):

Initial purchase cost CCTV system	\$	2,013,750
Office construction and set up	\$	62,900
Central servers	\$	56,000
Software and licensing costs	\$	52,592
<b>Total Initial Capital Cost</b>	<b>\$</b>	<b>2,185,242</b>

## Annual Operating Costs:

Annual licensing costs	\$	7,889
One full time CCTV Video Clerk	\$	58,786
Cell phone and data plan costs	\$	600
Overtime costs	\$	4,725
<b>Total Operating Costs</b>	<b>\$</b>	<b>72,000</b>
<b>Estimated Revenue</b>	<b>\$</b>	<b>72,000</b>
<b>Total Tax Base Funded Cost Option 3</b>	<b>\$</b>	<b>0</b>



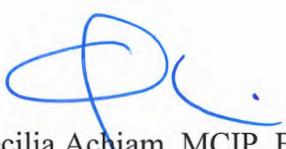
# City of Richmond

## Report to Committee


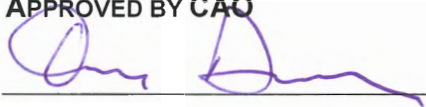
**To:** General Purposes Committee  
**From:** Cecilia Achiam, MCIP, BCSLA  
General Manager, Community Safety  
**Date:** November 17, 2017  
**File:** 09-5126-01/2017-Vol  
01  
**Re:** UBCM Community Emergency Preparedness Fund

### Staff Recommendation

1. That the report titled "UBCM Community Emergency Preparedness Fund", dated November 17, 2017 from the General Manager, Community Safety be received for information;
2. That the application to the Union of British Columbia Municipalities Community Emergency Preparedness Fund for up to \$25,000 in grant funding to support Emergency Social Services for Emergency Programs be approved;
3. That the application to the Union of British Columbia Municipalities Community Emergency Preparedness Fund for up to \$25,000 in grant funding to support the Emergency Operations Centres & Training for Emergency Programs be approved;
4. That should the funding application be successful, the Chief Administrative Officer and the General Manager, Community Safety be authorized to execute the agreement on behalf of the City of Richmond with the UBCM; and
5. That if the funding application is successful, the 2018-2022 Five Year Financial Plan Bylaw be adjusted accordingly.

  
Cecilia Achiam, MCIP, BCSLA  
General Manager, Community Safety  
(604-276-4122)

Att.

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



## **Staff Report**

### **Origin**

Staff are seeking Council endorsement for an application to Union of British Columbia Municipalities (UBCM) Community Emergency Preparedness Fund (CEPF) for grant funding to build local capacity to provide Emergency Social Services (ESS) and Emergency Operation Centre (EOC) and Training.

Applying for funding provided by the Province of British Columbia and administered by UBCM supports Council's 2014-2018 Term Goal #7 Strong Financial Stewardship:

*Maintain the City's strong financial position through effective budget processes, the efficient and effective use of financial resources, and the prudent leveraging of economic and financial opportunities to increase current and long-term financial sustainability.*

*7.4. Strategic financial opportunities are optimized.*

### **Analysis**

Under the Emergency Program Act, municipalities, First Nations communities and regional districts are responsible for responding to emergencies in their jurisdiction, including providing emergency social services.

An EOC is a physical location where representatives come together during an emergency to coordinate response, recovery and resources, support emergency response personnel in the field and coordinate all official communications regarding the emergency.

ESS help preserve the well-being of residents of Richmond during or immediately following an emergency. The ESS program helps people affected by large emergencies, but may also assist during smaller emergencies such as house fires or disasters affecting a few members of a community. When people are forced to evacuate their homes, Staff and volunteers of the ESS program will often direct them to reception centres or group lodging facilities.

Emergency Programs continues to build local capacity to provide ESS through, volunteer recruitment and retention, training and the purchase of equipment. It is imperative for the City to train and exercise staff and volunteers for a coordinated response through the EOC.

Studies of recent disasters around the world show that prepared individuals and connected communities respond better, and recover faster, from emergencies when they occur. Grant funds will allow the City of Richmond to expand preparedness and resiliency programs, materials and supplies to serve a diverse community.

External funding would support Emergency Programs with initiating action plans promptly, leading to improved growth in developing a culture of preparedness and resilience. It would also help by creating valuable partnerships to increase the capacities of all of the involved organizations.

The maximum CEPF contribution is \$25,000 per application. The City is requesting the maximum contribution allowance of \$50,000 for the combined applications.

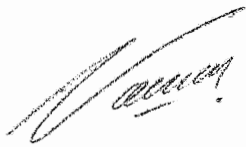
**Financial Impact**

None.

**Conclusion**

As part of the submission process, the Union of British Columbia Municipalities (UBCM) requires confirmation that Council endorses the application for funding. This project aligns with the City's goals and vision, and is well positioned to receive funding through the Community Emergency Preparedness Fund (CEPF) given the program criteria and the expected results of the project if program funding remains available.

Staff recommend the endorsement of the application to the CEPF for grant funding to support an enhanced ESS and EOC. The completion of this project will help the City achieve its ambition to be a resilient community.



Norman Kotze  
Manager, Emergency Programs  
(604-244-1211)

NK:nk



# City of Richmond

## Report to Committee

**To:** Finance Committee

**Date:** November 22, 2017

**From:** Jerry Chong, CPA, CA  
Director, Finance

**File:** 03-0985-01/2017-Vol  
01

**Re:** 2018 Council Community Initiatives One-Time Expenditures

### Staff Recommendation

That the one-time expenditure request as outlined in Attachment 1 of the 2018 Council Community Initiatives One-Time Expenditures staff report, be received for information and staff be directed if the amount should be included in the 5 Year Financial Plan (2018-2022).

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

Att. 1

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
CONCURRENCE OF SMT	INITIALS: 
APPROVED BY CAO 	

## Staff Report

### Origin

On July 13, 2015, Council established a Council Community Initiatives Account with an initial balance of \$3.0M transferred from the Gaming provision. The purpose of the account is to enable Council to utilize a portion of gaming revenue towards one-time initiatives that address social, environmental, recreation and sports, heritage, arts and culture, safety and security, or infrastructure needs in accordance with the established Terms of Reference. One-time expenditure requests are typically non-recurring items for consideration over and above the base annual budget.

Council also approved a new gaming revenue allocation model with 2% of budgeted gaming revenue toward the Council Community Initiatives Account.

All expenditures from this account are at Council's discretion. Any approved one-time expenditure requests will be included in the 2018-2022 5-Year Financial Plan (5YFP).

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

*Maintain the City's strong financial position through effective budget processes, the efficient and effective use of financial resources, and the prudent leveraging of economic and financial opportunities to increase current and long-term financial sustainability.*

- 7.1. Relevant and effective budget processes and policies.*
- 7.2. Well-informed and sustainable financial decision making.*
- 7.3. Transparent financial decisions that are appropriately communicated to the public.*
- 7.4 Strategic financial opportunities are optimized.*

### Analysis

#### *2018 Projected Funding*

The Terms of Reference for this account suggests the maximum annual distribution should not exceed 50% of prior year's ending account balance in order to ensure funding availability for future years; however, Council has the discretion to waive this limitation.

The balance in the Council Community Initiatives Account at September 30, 2017 is \$537,224. Any unallocated amount will remain in the Council Community Initiatives Account for distribution in future years.

The estimated annual gaming revenue budget for 2018 is \$16.5M; therefore \$330,000 (2% as part of the gaming revenue allocation model) is budgeted to be allocated toward the Council Community Initiatives Account.



### *2018 Request for Funding*

There is one Council Community Initiatives expenditure request received to date for Richmond Community Services Advisory Community Space Review in the amount of \$13,000.

Attachment 1 provides a brief description of the Council Community Initiative request for Council consideration.

Allocations may be approved throughout the year and will be included in the original 5-Year Financial Plan Bylaw or subsequent 5-Year Financial Plan Amendment Bylaw, depending on the timing.

### **Financial Impact**

The one-time expenditure request of \$13,000 will be funded from the Council Community Initiatives Account with no tax impact and included in the 5-Year Financial Plan (2018-2022), should it be approved by Council.

### **Conclusion**

This report seeks Council's direction on the request to be funded from the Council Community Initiatives Account. Should Council decide to approve the request as outlined in Attachment 1, the resolution would read "that the one-time expenditure request as outlined in Attachment 1 of the 2018 Council Community Initiatives One-Time Expenditures staff report be approved for funding from the Council Community Initiatives Account and included in the 5 Year Financial Plan (2018-2022)".



Mike Ching, CPA, CMA  
Manager, Financial Planning and Analysis  
(604-276-4137)

MC:mc

Att. 1: 2018 Council Community Initiatives Account Request

November 22, 2017

### 2018 Council Community Initiatives Account Request

Ref	Requested By	Description	\$ Requested Amount	Status
1	Community Services	<b>Richmond Community Services Advisory Community Space Review</b> The Richmond Community Services Advisory Committee is requesting \$13,000 to identify agency-specific space needs, including survey development, administration, analysis and a policy and best practices review. The Richmond Community Foundation has provided \$10,000 toward the total cost of \$23,000.	\$13,000	Pending Council Decision
<b>2018 Council Community Initiatives Total</b>			<b>\$13,000</b>	




**To:** Planning Committee  
**From:** Wayne Craig  
Director, Development  
**Date:** November 20, 2017  
**File:** RZ 14-672055  
**Re:** **Application by Bene (No. 3) Road Development Ltd. for Rezoning of the Property at 4700 No. 3 Road from the "Auto-Oriented Commercial (CA)" Zone to a New "High Rise Office Commercial (ZC44) – Aberdeen Village" Zone**

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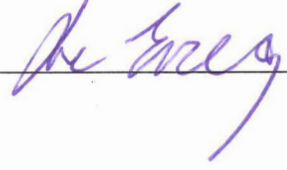
**Staff Recommendation**

1. That Official Community Plan Bylaw 7100, Amendment Bylaw 9215, to amend the Schedule 2.10 (City Centre Area Plan) by:
  - a) Amending the Overlay Boundary - Village Centre Bonus Map (2031) to allow for an additional 0.5 FAR Village Centre Bonus on the subject site; and
  - b) Amending the Aberdeen Village – Detailed Transect Descriptions to allow for an additional 0.5 FAR Village Centre Bonus on the subject site;be introduced and given first reading.
2. That Bylaw 9215, having been considered in conjunction with:
  - The City's Financial Plan and Capital Program; and
  - The Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;is hereby found to be consistent with said program and plans, in accordance with Section 477(3)(a) of the *Local Government Act*.
3. That Bylaw 9215, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, is hereby found not to require further consultation.

4. That Richmond Zoning Bylaw 8500, Amendment Bylaw 9216, for the creation of a new "High Rise Office Commercial (ZC44) – Aberdeen Village" zone and for the rezoning of 4700 No. 3 Road from the "Auto-Oriented Commercial (CA)" zone to the new "High Rise Office Commercial (ZC44) – Aberdeen Village" zone, be introduced and given first reading.

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

SB:blg  
Att. 5

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Community Services	<input checked="" type="checkbox"/>	
Engineering	<input checked="" type="checkbox"/>	
Policy Planning	<input checked="" type="checkbox"/>	
Transportation	<input checked="" type="checkbox"/>	



## Staff Report

### Origin

Bene (No. 3) Road Development Ltd. has applied to the City of Richmond for permission to rezone 4700 No 3 Road from “Auto-oriented Commercial (CA)” to a new site-specific zone; “High Rise Office Commercial (ZC44) – Aberdeen Village” (Attachment 1), in order to permit the development of a high-density commercial and office use development on a property in the City Centre’s Aberdeen Village. Key components of the proposal (Attachment 2) include:

- A single 10-storey tower with two floors of commercial retail units, six floors of office space and four levels of parking.
- A total floor area of approximately 7,285.4 m<sup>2</sup> (78,415.5 ft<sup>2</sup>) comprised of approximately:
  - 1,387.7 m<sup>2</sup> (14,937 ft<sup>2</sup>) of commercial space.
  - 5,897.4 m<sup>2</sup> (63,478.5 ft<sup>2</sup>) of office space.
- LEED Silver equivalent building designed and constructed to connect to a future district energy utility (DEU) system.
- Replacement of the City’s Leslie sanitary sewer pump station located on the Leslie Road frontage, including required equipment inside the proposed building in a required Statutory Right-of-Way (SRW).

Associated Official Community Plan (OCP) bylaw amendments are proposed to facilitate inclusion of additional transit oriented office use on the subject site.

### Findings of Fact

A Development Application Data Summary (Attachment 3) is provided for comparison of the proposed development with the proposed site-specific bylaw requirements.

### Site and Surrounding Development

The subject site is located in Aberdeen Village (Attachment 4) at the corner of No. 3 Road and Leslie Road, and is comprised of a single lot.

The site is currently vacant and was previously occupied by a single-storey restaurant building surrounded by surface paving.

Surrounding development includes:

To the North: Across Leslie Road, an existing two-storey auto repair building.

To the South: An existing commercial development with one and two-storey buildings.

To the East: A surface parking area, and further east, an existing two storey commercial building.

To the West: Across No. 3 Road, an existing commercial development with one and two-storey buildings.

## **Related Policies & Studies**

### **1. Official Community Plan/City Centre Area Plan**

Official Community Plan: The Official Community Plan (OCP) designates the site as “Commercial”. The proposed OCP amendment and proposed rezoning are consistent with this designation.

City Centre Area Plan: The City Centre Area Plan (CCAP) Aberdeen Village Specific Land Use Map designates the site as “Urban Centre T5 (35 m)”. The proposed rezoning is generally consistent with this designation, except that OCP amendments are required to accommodate:

- The proposed 0.5 FAR additional Village Centre Bonus (VCB) which is not currently included in the plan.
- Utilization of the entire additional Village Centre Bonus for office use. A legal agreement will be secured through the rezoning to maximize flexibility through single ownership, prohibiting strata-titling of the office area.

The proposed OCP amendments are further discussed in the Analysis section of this report.

### **2. Other Policies, Strategies and Bylaws**

Flood Protection Management Strategy: The proposed redevelopment must meet the requirements of the Richmond Flood Plain Designation and Protection Bylaw 8204 for Area “A”. Registration of a flood indemnity covenant is required prior to final adoption of the rezoning bylaw.

Aircraft Noise Sensitive Development Policy: The proposed development is located in Area 1A (new aircraft noise sensitive land uses prohibited) on the Aircraft Noise Sensitive Development Map. The proposed rezoning and associated OCP amendment are consistent with this Policy. Registration of an aircraft noise covenant on title is required prior to rezoning adoption.

Ambient and Commercial Noise: The proposed development must address additional OCP Noise Management Policies, specifically ambient noise and commercial noise. Requirements include registration of a noise covenant on title before final adoption of the rezoning bylaw.

District Energy Utility Policy and Bylaws: The proposed development will be designed to utilize energy from a District Energy Utility (DEU) when a neighbourhood DEU is implemented. Connection to the future DEU system will be secured with a legal agreement registered on title prior to final adoption of the rezoning bylaw.

## **Consultation**

### **1. OCP Amendment**

General Public: Development Application signage has been installed on the subject site. Staff have not received any comments from the public in response to the sign. Should the Planning Committee endorse this application and Council grant first reading to the bylaw, the bylaw will be forwarded to a Public Hearing, where any area resident or interested party will have an

opportunity to comment. Public notification for the Public Hearing will be provided as per the *Local Government Act*.

External Agencies: Staff have reviewed the proposed OCP amendments with respect to the *Local Government Act* and the City's OCP Consultation Policy No. 5043 requirements. A referral was made to TransLink through the rezoning process. Since no residential use is included in the subject proposal, a referral was not made to the Richmond School Board in accordance with Council policy. Consultation with other stakeholders was deemed unnecessary. Consultation with external stakeholders is summarized below.

### OCP Consultation Summary

Stakeholder	Referral Comment (No Referral necessary)
BC Land Reserve Co.	No referral necessary, as the proposed amendment refers to density bonusing for additional office use on the subject site only.
Richmond School Board	No referral necessary, as the proposed amendment refers to density bonusing for additional office use on the subject site only. As residential uses are not permitted, there will be no impacts on School Board operation.
The Board of the Greater Vancouver Regional District (GVRD)	No referral necessary, as the proposed amendment refers to density bonusing for additional office use on the subject site only.
The Councils of adjacent Municipalities	No referral necessary, as adjacent municipalities are not affected, and the proposed amendment refers to density bonusing for additional office use on the subject site only.
First Nations (e.g., Sto:lo, Tsawwassen, Musqueam)	No referral necessary; the proposed amendment refers to density bonusing for additional office use on the subject site only.
TransLink	The proposed amendment refers to density bonusing for additional office use on the subject site only; no transportation road network changes are proposed. The proposal was referred to TransLink through the associated rezoning application.
Port Authorities (Vancouver Port Authority and Steveston Harbour Authority)	No referral necessary, as the proposed amendment refers to density bonusing for additional office use on the subject site only.
Vancouver International Airport Authority (VIAA) (Federal Government Agency)	No referral necessary, as the proposed amendment refers to density bonusing for additional office use on the subject site only.
Richmond Coastal Health Authority	No referral necessary, as the proposed amendment refers to density bonusing for additional office use on the subject site only.
Community Groups and Neighbours	No referral necessary, as the proposed amendment refers to density bonusing for additional office use on the subject site only.
All relevant Federal and Provincial Government Agencies	No referral necessary, as the proposed amendment refers to density bonusing for additional office use on the subject site only.

## 2. Rezoning

General Public: A rezoning application sign has been installed on the subject site. Staff have not received any comments from the public in response to the sign. Should the Planning Committee endorse this application and Council grant first reading to the bylaw, the bylaw will be forwarded to a Public Hearing, where any area resident or interested party will have an opportunity to comment. Public notification for the Public Hearing will be provided as per the *Local Government Act*.

External Agencies: The rezoning application was referred to the following external agency.

- South Coast British Columbia Transportation Authority (TransLink): Staff referred the proposed OCP amendment and rezoning to TransLink due to proximity to the Canada Line guideway. Further, the property owner has entered into an agreement with TransLink for formal review through the Adjacent and Integrated Development (AID) program. TransLink has provided staff with preliminary comments regarding the development proposal, advising that TransLink is not opposed to an OCP amendment and rezoning staff report being advanced to Council for consideration. The proposal is not expected to impact transit operations, goods movement, the Major Road Network, or regional cycling facilities. At the AID consent level, TransLink staff have stated that they are not at the point in the review to provide final comment, but expect that the applicant will work cooperatively to address all concerns, as well as obtain TransLink consent prior to any site work or construction. Staff note that the proposed development meets the CCAP 6.0 m Canada Line setback requirement established with TransLink's input. Further, the rezoning considerations require the registration of a legal agreement restricting Building Permit issuance prior to final approval being received from TransLink.

## **Analysis**

Staff have reviewed the proposed rezoning and proposed associated OCP (CCAP) amendments and find that they are generally consistent with City objectives including, but not limited to: public and private infrastructure, land use, density, height, siting conditions, and community amenities.

### **1. Proposed OCP and Zoning Bylaw Amendments**

#### Proposed OCP (CCAP) Amendment

Land Use: The proposed office and commercial uses are permitted by the CCAP. The OCP (CCAP) amendments will allow additional transit-oriented office uses on the subject site.

Density: The proposed amendments are structured to permit an additional 0.5 FAR of office floor area as a component of the Village Centre Bonus (VCB) floor area (increasing the VCB from 1.0 FAR to 1.5 FAR for the subject site). This is intended to ensure that the site is developed primarily with transit oriented office use.

There is an increasing demand for office space around rapid transit stations as companies seek amenity rich locations that aid in their talent attraction and retention efforts. Large contiguous spaces are especially difficult to find in these locations. The office vacancy rate along the Canada Line is at a low critical level of 2.3% and no substantial large floor plate product has been added in all of Richmond, including in the City Centre, for nearly a decade.

The subject site benefits from bus service along it's No. 3 Road frontage and the site is within walking distance of the Aberdeen Canada Line station (within approximately 450 m).



The proposed OCP amendment would increase the existing Village Centre Bonus incentive to develop office uses on the subject site to respond to the demand for transit oriented office space. The proposal would also increase employment opportunities, enhance the City's fiscal sustainability by expanding and diversifying the tax base, while also expanding the range of services offered to the City's residents and businesses. Staff note that the applicant has agreed to maintain the office floor area under a single owner so that it can be easily converted to large tenant office space to accommodate a wider range of future potential office tenants. Registration of a legal agreement on title to prohibit subdivision of the office space on the upper floors of the building into either strata lots or air space parcels is a requirement of rezoning.

The proposed increase in density is for transit oriented office uses in a village centre, so would not impact the CCAP population target and would provide additional services for residents and additional employment opportunities in the City. The proposed office density increase would not generate the same demands on City utilities and City community amenities that additional residential floor area would (including park space, libraries, art facilities, emergency services, health care facilities, etc.).

On the basis of the benefits that additional transit oriented office uses provides to the City, staff support the proposed density increase for additional non-residential floor area. However, staff do not generally support density increases for additional residential floor area as the resulting additional population would strain access to City amenities and health services, and stress existing city and private infrastructure, including the transportation network. If the residential population increased within the City Centre, projections based on the existing CCAP framework would no longer be valid. Strategic plans, such as the City Centre Transportation Plan, the Parks and Open Space Plan and the City's Development Cost Charges program would require revision and expensive upgrades would be required.

### Proposed Rezoning

The proposed rezoning is consistent with the Aberdeen Village Specific Land Use Map, Urban Centre T5 (35 m) transect (except for the additional office use as proposed in the applicant's requested OCP amendment). A new site-specific zone is proposed, "High Rise Office Commercial (ZC44) – Aberdeen Village". The proposed new ZC44 zone includes provisions regulating the permitted land uses, maximum floor area, density bonus for office floor area, maximum building height, siting parameters and parking. Rezoning considerations are provided (Attachment 5).

## **2. Community Amenities**

The proposed rezoning includes the following contributions in support of City Centre densification and the associated increased demand for community amenities.

Community Amenity Space: The proposed rezoning is located in the “Village Centre Bonus (VCB)” area shown on the CCAP Aberdeen Village Specific Land Use Map. The applicant proposes to take advantage of the following available density bonus provisions:

- VCB density increase of 1.0 FAR with 5% of this area expected to be provided back to the City in the form of floor area for a community amenity ( $104 \text{ m}^2$  calculated using the proposed floor area [ $1.0 \times 0.05 \times 2,082 \text{ m}^2$ ]).
- VCB additional density increase of 0.5 FAR with 10% of this area expected to be provided back to the City in the form of floor area for a community amenity ( $104 \text{ m}^2$  calculated using the proposed floor area [ $0.05 \times 0.1 \times 2,082 \text{ m}^2$ ]).

Community Services staff have reviewed the property location, and limited amount of community amenity floor area that would be generated ( $208 \text{ m}^2$  or  $2,241.6 \text{ ft}^2$ ) against neighbourhood needs and recommend that the City accept a cash-in-lieu contribution to the City Centre Facility Development Fund for the finished value of the space (\$1,456,392.94 calculated using the proposed floor area [ $2,241.6 \text{ ft}^2 \times \$650 / \text{ft}^2$ ]). Should the contribution not be provided within one year of the application receiving third reading, the construction value multiplier ( $\$650 / \text{ft}^2$ ) will be adjusted annually thereafter based on the Statistics Canada “Non-residential Building Construction Price Index” yearly quarter to quarter change for Vancouver, where the change is positive.

Community Planning: The proposed rezoning is subject to a community planning implementation contribution for future community planning, in accordance with the CCAP Implementation Strategy ( $\$19,605.29$  calculated using the proposed floor area [ $78,421.16 \text{ ft}^2 \times \$0.25 / \text{ft}^2$ ]).

Public Art: The proposed development is subject to the Richmond Public Art Policy. As the project is of a modest size and there are limited opportunities for locating Public Art on the site, the applicant is proposing to provide a voluntary contribution to the Public Art Reserve for City-wide projects on City lands. The contribution will be secured before rezoning adoption, based on the current contribution rate ( $\$34,505.31$  calculated using the proposed floor area [ $78,421.16 \text{ ft}^2 \times \$0.44 / \text{ft}^2$ ]).

### **3. Utility Infrastructure**

City Utilities: The developer is required to enter into a Servicing Agreement for the design and construction of a variety of water, storm water drainage and sanitary sewer frontage works. Included are:

- Water main upgrade on Leslie Road frontage.
- Storm sewer upgrade on Leslie Road frontage.
- Sanitary sewer upgrade, pump station and force main replacement on Leslie Road frontage and east edge of site, including new equipment in a SRW inside the building, and force main in a SRW along the east edge of the site.
- Various frontage improvements including street lighting.

A more detailed description of infrastructure improvements is included in the Rezoning Considerations (Attachment 5).

Private Utilities: Undergrounding of private utility lines and location of private utility equipment on-site are required.

#### 4. Transportation

Transportation Network: The CCAP encourages completion and enhancement of the City street network. The following frontage and intersection improvements are required.

- Leslie Road: Leslie Road will be widened to accommodate a left-turn lane. The back-of-curb cross-section will be improved to accommodate a grass boulevard with street trees and a sidewalk. A property dedication is required across the frontage and at the corner.
- Traffic Signals: The existing traffic signal at the No. 3 Road and Leslie Road intersection is required to be upgraded to accommodate the road widening.

A more detailed description of road improvements is included in the Rezoning Considerations (Attachment 5). Road enhancements along Leslie Road will be eligible for DCC credits. Road dedication and all other works will be the sole responsibility of the developer and are not eligible for DCC credits.

Site Access On-site: Vehicular access will be provided via a single driveway connecting to Leslie Road. Truck access and loading will be provided, and will be the subject of further review during the Development Permit review process.

Vehicle Parking On-site: Transportation Department staff support the parking proposal.

The proposed parking rate is consistent with the parking provisions of the Richmond Zoning Bylaw (City Centre Zone 1).

In accordance with the Zoning Bylaw 8500, the parking proposal includes a 10 percent reduction with the provision of the following Transportation Demand Management (TDM) measures as requirements of rezoning:

- Voluntary contribution of \$50,000 towards the provision of two transit shelters at existing bus stops nearby along No. 3 Road.
- Provision of two electric vehicle (EV) quick-charge (240V) charging stations on-site for the use of units and visitors. The charging stations should be located to provide for convenient use by vehicles parked in any of four parking spaces. The provision of the charging stations for the shared use of units and visitors will be secured with a legal agreement registered on title prior to final adoption of the rezoning bylaw.

The proposed new ZC44 site specific zone has been drafted to allow for the provision of a maximum of sixteen tandem parking spaces located in the upper parking levels (third and fourth floor) for employee parking only and each pair of the tandem parking spaces are to be assigned to a single tenant/unit. The eight parking spaces that do not have direct access to a drive aisle represent 7.6% of the total 106 proposed parking spaces. The tandem parking would be for office space under single ownership, which is characterized with regular office hours and parking use that the applicant believes will work for tandem parking. As the office space will be required to remain under single ownership, property management will manage the tandem parking.

Similarly, the provision of some tandem parking spaces restricted to employee use only was also approved for the stratified Aberdeen expansion for retail and office space (DP 09-494545) and staff are not aware of any issues with the arrangement. The detailed parking design will be the subject of further review during the Development Permit review process.

Truck Loading On-site: The Richmond Zoning Bylaw requires two medium size loading spaces and one large size loading space for the proposed development. The applicant is proposing to provide two medium size loading spaces. The provision of loading spaces for the shared use of all units will be secured with a legal agreement registered on title prior to final adoption of the rezoning bylaw. Transportation Department staff support the variance request to not provide one large truck loading space, as the proposed retail and office uses would not typically involve deliveries with large semi-trailers. The variance request will be the subject of further review during the Development Permit review process.

Bicycle Parking On-site: The proposed bicycle parking rates are consistent with the parking provisions of the Richmond Zoning Bylaw. The detailed design of secure class 1 storage and short-term class 2 bicycle racks will be the subject of further review during the Development Permit review process. Provision of class 1 bicycle storage for the shared use of all units will be secured with a legal agreement registered on title prior to final adoption of the rezoning bylaw.

## **5. Development Concept Review**

The CCAP includes a variety of policies intended to shape development to be liveable, functional and complementary to the surrounding public and private realm. Those policies most applicable to the development concept at the rezoning stage are reviewed below.

Massing Strategy: The massing of the proposed development is generally consistent with the urban design objectives of the CCAP and is arranged to address the site's configuration, specific constraints (proximity to the Canada Line and requirement for the City sanitary pump station replacement), urban design opportunities (corner location) and combination of uses (commercial and office). There is one full height main tower element and a lower height podium element.

Adjacencies: The relationship of the proposed development to adjacent public and private properties is assessed with the intent that negative impacts are reduced and positive ones enhanced. The proposed development is surrounded on two sides by No. 3 Road and Leslie Road, which mitigates potential impacts on both the surrounding public realm and surrounding private development. On the other two sides, the subject site abuts an adjacent commercial site and the applicant has provided conceptual drawings demonstrating its potential for future redevelopment.

Living Landscape: The CCAP looks to development to support ecological function in City Centre through the creation of an interconnected landscape system. Further review of the landscape design will occur through the Development Permit and Servicing Agreement processes and is anticipated to contribute to the ecological network, including:

- Retention of existing street trees on the No. 3 Road frontage.
- Provision of street trees on the Leslie Road frontage.
- Provision of landscaped roof area.



There are no on-site trees. On the advice of Parks Department staff, the two existing street trees in the Leslie Road frontage will be removed. A contribution of \$2,600 (2 trees x \$1,300) to the Tree Compensation Fund is required before rezoning adoption. Tree protection is required for the three existing street trees in the No. 3 Road frontage. Confirmation of a contract with an arborist and installation of tree protection fencing are required before rezoning adoption.

Greening of the Built Environment: The proposed development will be designed to achieve a sustainability level equivalent to the Canada Green Building Council LEED Silver certification.

Development Permit: Through the Development Permit Application process, the form and character of the proposed development is assessed against the expectations of the Development Permit Guidelines, City bylaws and policies. The detailed building and landscape design will be the subject of further review during the Development Permit review process, including the following features.

- Form and Character: The design will be further detailed to provide massing, height and façade expression, and active street frontages.
- Parking and Loading: A draft functional plan, showing truck manoeuvring, has been provided and will be further developed within the Development Permit process.
- Waste Management: A draft waste management plan has been submitted and will be further developed within the Development Permit process.
- Rooftop Equipment: Rooftop mechanical equipment and building mounted telecom equipment can be unsightly when viewed from the ground and from surrounding buildings. To prevent diminishment of both the architectural character and the skyline, a more detailed design strategy for rooftop equipment/enclosures is required will be reviewed within the Development Permit process.
- Crime Prevention through Environmental Design (CPTED): The City has adopted policies intended to minimize opportunities for crime and promote a sense of security. A CPTED checklist and plans demonstrating natural access, natural surveillance, defensible space and maintenance measures will be reviewed within the Development Permit process.
- Accessibility: The proposed development will be required to provide good site and building accessibility. Design implementation will be reviewed within the Development Permit and Building Permit processes.
- Sustainability: Integration of sustainability features into the site, building, and landscape design will be reviewed within the Development Permit process.

**Financial Impact or Economic Impact**

As a result of the proposed development, the City will take ownership of developer-contributed assets such as roadworks, waterworks, storm sewers, sanitary sewers, street lights, street trees and traffic signals. The anticipated Operating Budget Impact (OBI) for the ongoing maintenance of these assets is estimated to be \$6,000, this will be considered as part of the 2018 Operating Budget.

**Conclusion**

The application by Bene (No. 3) Road Development Ltd. to amend the OCP and to rezone the property at 4700 No. 3 Road in order to develop a high-density, mixed commercial and office building is consistent with City objectives as set out in the OCP, CCAP and other City policies, strategies and bylaws. The proposed office use will contribute towards addressing the need for transit-oriented office space in the City Centre. The proposed commercial uses will activate both street frontages and both uses will support future development in Aberdeen Village. The built form will provide a strong identity for the site's corner location, and public realm enhancements will improve the pedestrian experience at this high traffic location. Engineering and transportation improvements, along with voluntary contributions for Public Art, community planning, bus shelters and cash-in-lieu density bonusing, will help to address a variety of community development needs.

On this basis, it is recommended that Official Community Plan Bylaw 7100, Amendment Bylaw 9215 and Zoning Bylaw 8500, Amendment Bylaw 9216, be introduced and given first reading.



Sara Badyal  
Planner 2  
(604-276-4282)

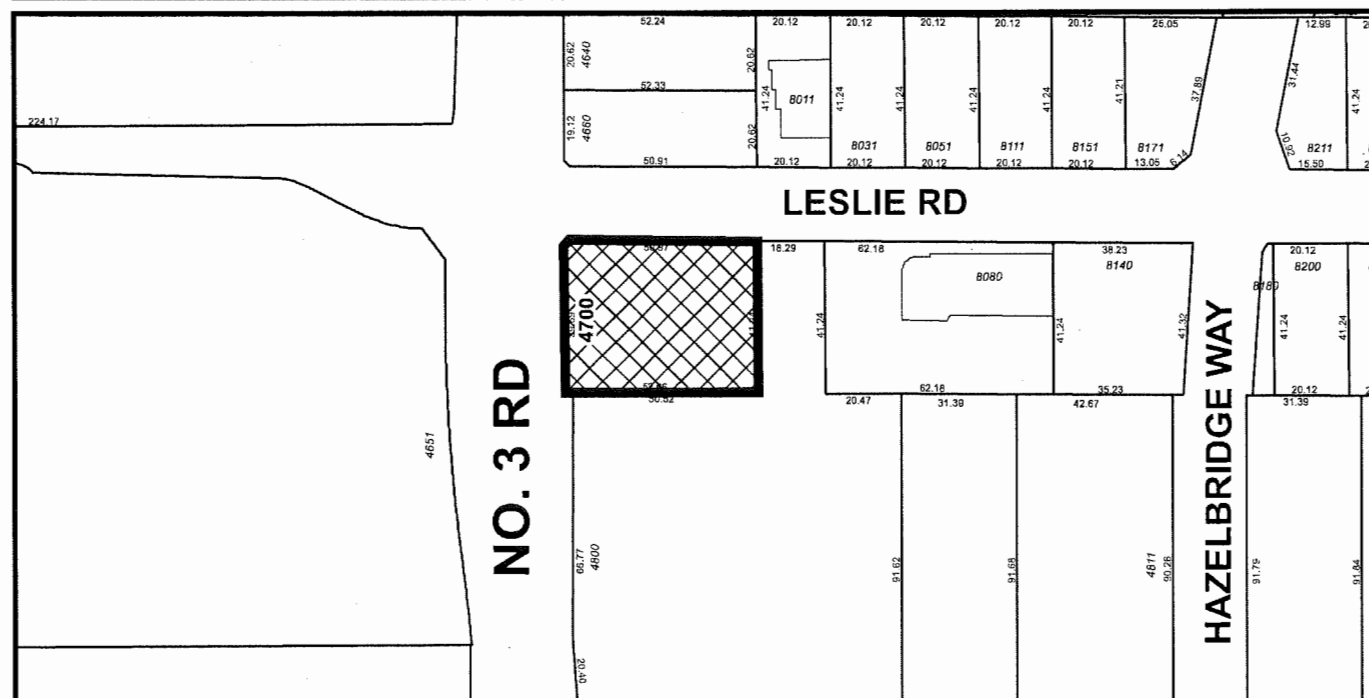
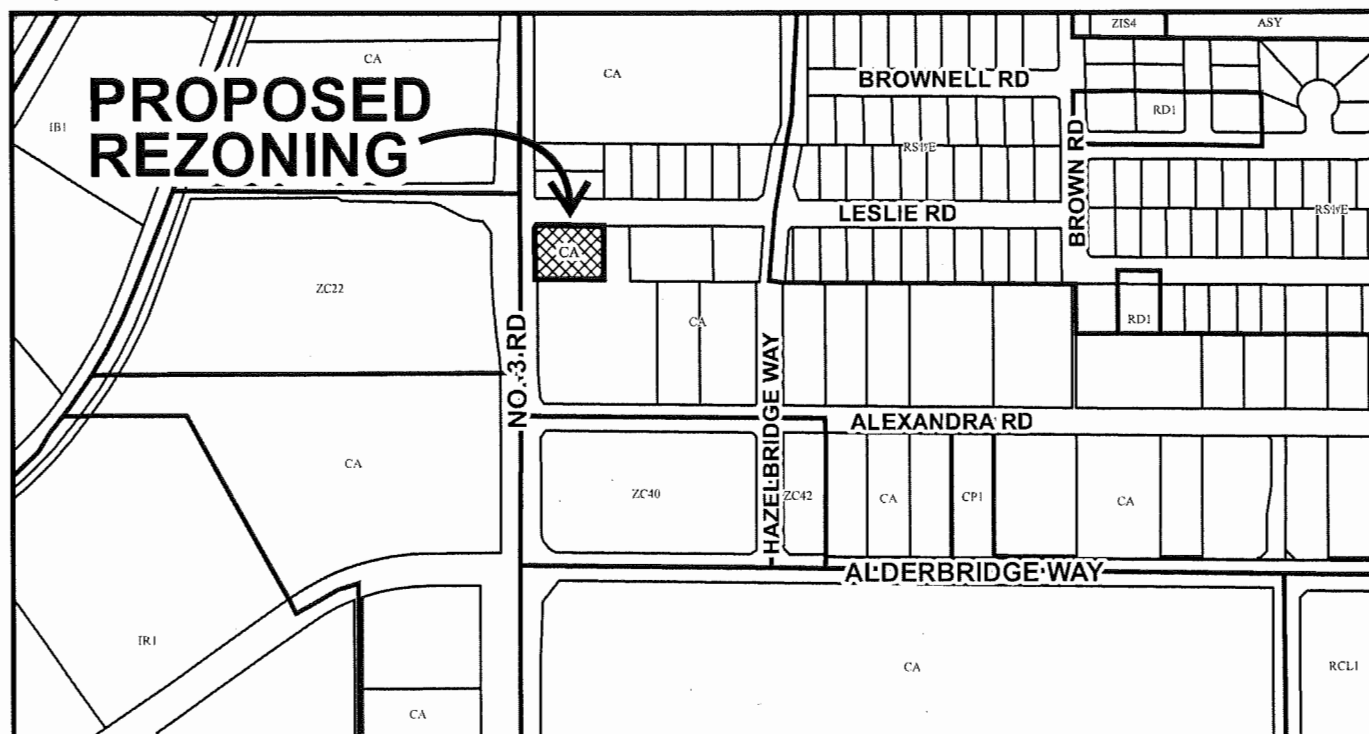
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**Attachments:**

- Attachment 1: Rezoning Location Map and Aerial Photograph
- Attachment 2: Rezoning Proposal Conceptual Plans
- Attachment 3: Development Application Data
- Attachment 4: City Centre Aberdeen Village Specific Land Use Map
- Attachment 5: Rezoning Considerations



City of  
Richmond



RZ 14-672055

Original Date: 09/15/14

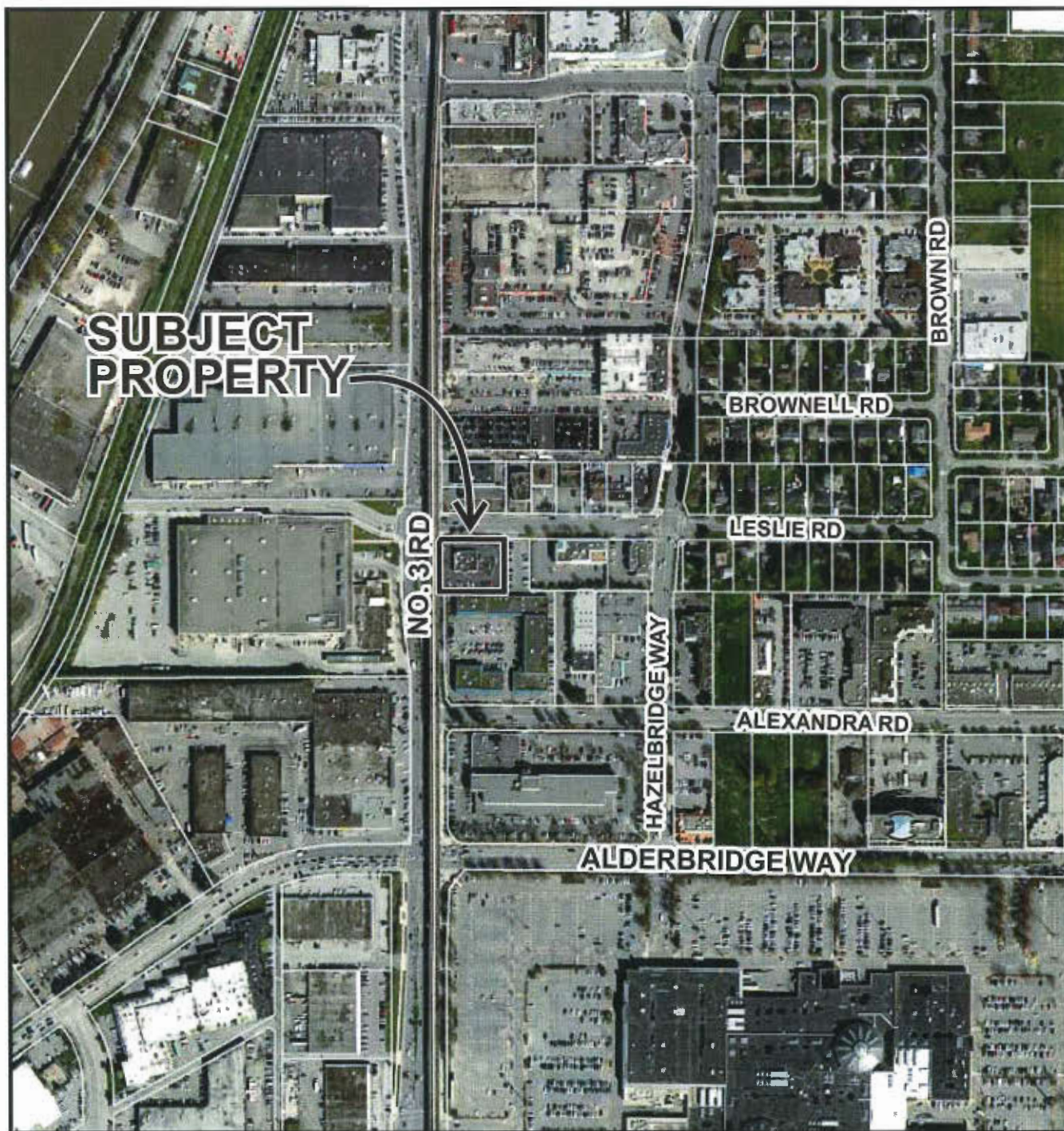
Revision Date: 11/20/17

Note: Dimensions are in METRES





City of  
Richmond



RZ 14-672055

Original Date: 09/17/14

Revision Date:

Note: Dimensions are in METRES



## PROJECT INFORMATION

**CIVIC ADDRESS:**  
4700 NO. 3 ROAD RICHMOND, BC

**LEGAL DESCRIPTION:**  
LOT 95, SECTION 33, BLOCK 5 NORTH,  
RANGE 6 WEST, NEW WESTMINSTER  
DISTRICT PLAN 56151

**PARCEL ID:**  
003-795-705

**CURRENT ZONING:**  
AUTO-ORIENTED COMMERCIAL(CA)

**PROPOSED ZONING:**  
NEW STANDARD ZONING DISTRICT  
REQUIRED OCP ZONING AMENDMENT  
REQUIRED

## CONSULTANT TEAM

**ARCHITECTURAL**  
NORR ARCHITECTS PLANNERS  
SUITE 710, 1201 WEST PENDER ST  
VANCOUVER, BC V6E 2V2  
PHONE: 604.685.3237  
FAX: 604.685.3241

## LANDSCAPING

**SURVEY**  
MATSON PECK & TOPLISS  
SURVEYORS & ENGINEERS  
#320 - 11120 HORSESHOE WAY  
RICHMOND, BC V7A 5H7  
PHONE: 604.270.9331  
FAX: 604.270.4137

**TRAFFIC**  
MMM GROUP LIMITED  
SUITE 700, 1045 HOWE STREET  
VANCOUVER, BC V6Z 2A9  
PHONE: 604.685.9381  
FAX: 604.683.8655

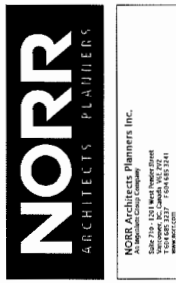
## LIST OF DRAWINGS

DP00-00-00	COVER PAGE
DP00-01-00	SITE SURVEY
DP10-01-00	CONTEXT PLAN - SITE PICTURES
DP10-01-01	PROJECT STATISTICS-3D VIEWS
DP10-02-00	SITE PLAN - EXISTING CONTEXT
DP10-02-01	SITE PLAN - AFTER CITY ROAD WIDENING
DP10-02-02	SITE PLAN - POTENTIAL FUTURE DEVELOPMENTS
DP20-01-01	GROUND FLOOR PLAN
DP20-01-01A	GROUND/INTERMEDIATE FLOOR PLAN - AREA OVERLAY
DP20-01-01B	GROUND FLOOR PLAN - LEASABLE AREA OVERLAY
DP20-01-02	INTERMEDIATE PARKADE PLAN
DP20-02-01	SECOND FLOOR PLAN
DP20-02-01A	SECOND/TRHIRD/FOURTH FLOOR PLAN - AREA OVERLAY
DP20-02-01B	SECOND FLOOR PLAN - LEASABLE AREA OVERLAY
DP20-03-01	THIRD FLOOR PLAN
DP20-04-01	FOURTH FLOOR PLAN
DP20-05-01	FIFTH FLOOR PLAN
DP20-05-01A	FIFTH FLOOR PLAN - AREA OVERLAY
DP20-05-01B	FIFTH FLOOR PLAN - LEASABLE AREA OVERLAY
DP20-06-01	SIXTH TO TENTH FLOOR PLAN
DP20-06-01A	SIXTH TO TENTH FLOOR PLAN - AREA OVERLAY
DP20-06-01B	SIXTH TO TENTH FLOOR PLAN - LEASABLE AREA OVERLAY
DP20-07-01	ROOF PLAN
DP30-01-01	NORTH ELEVATION
DP30-01-02	EAST ELEVATION
DP30-01-03	SOUTH ELEVATION
DP30-01-04	WEST ELEVATION
DP30-01-04A	WEST ELEVATION STREETSCAPE
DP31-01-01	BUILDING SECTION
DP31-01-02	BUILDING SECTION
DP32-01-03	BUILDING SECTION

## NO.3 ROAD OFFICE BUILDING, RICHMOND B.C.

MAY 15, 2017

NORR JOB NO. OCVA14-0004



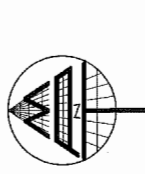
DP00-00-00

CONCEPTUAL  
DEVELOPMENT  
PLANS

**SURVEY PLAN OF LOT 95 SECTION 33  
BLOCK 5 NORTH RANGE 6 WEST  
NEW WESTMINSTER DISTRICT PLAN 56151**

PARCEL IDENTIFIER (PID): 003-795-705

CIVIC ADDRESS:  
44700 NO. 3 ROAD  
RICHMOND, B.C.



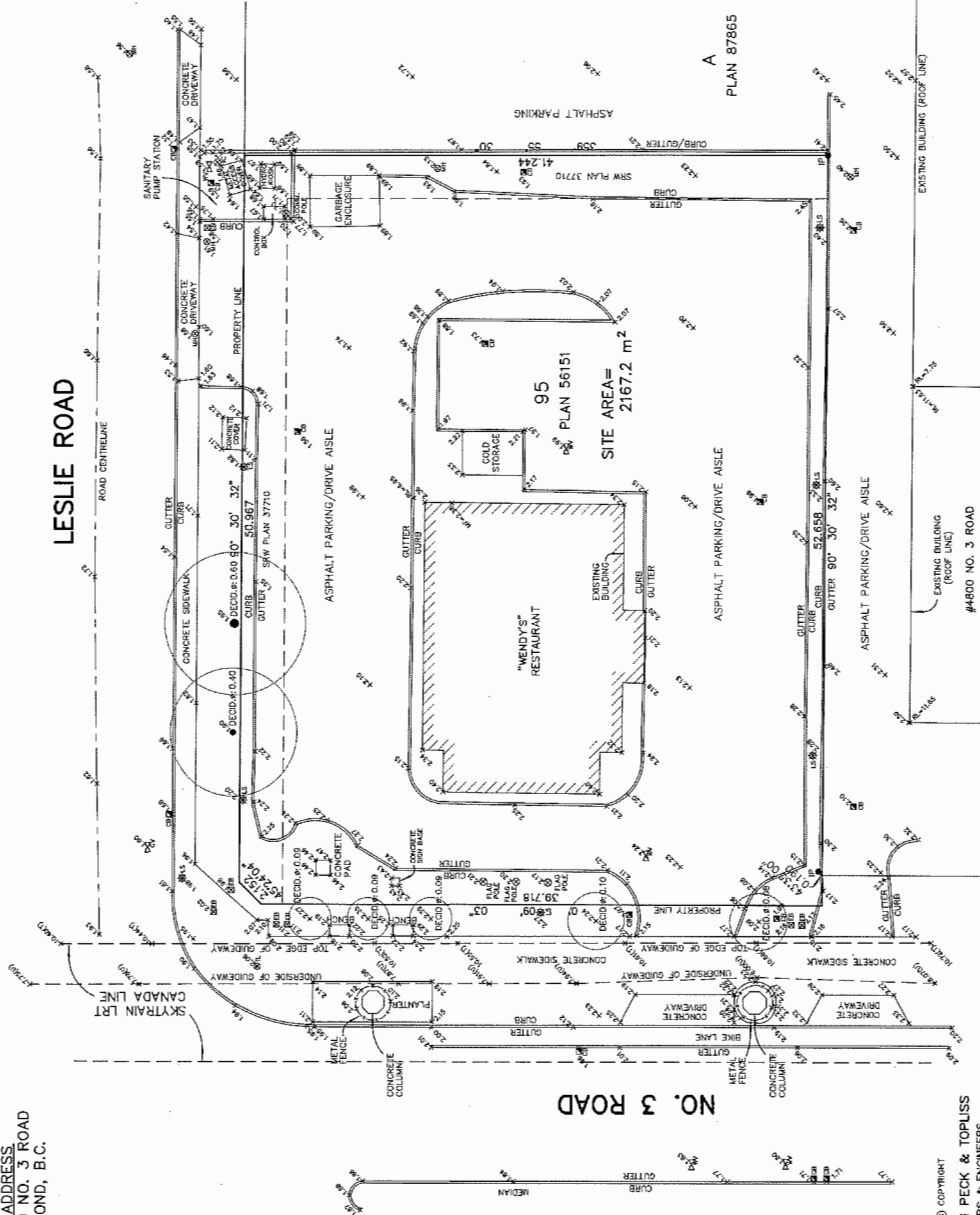
LEGEND

SCALE 1:200

- ALL DISTANCES ARE IN METRES
- INDICATES SPOT ELEVATION
  - CB INDICATES CATCH BASIN
  - EB INDICATES ELECTRICAL BOX
  - ELS INDICATES LAMP STANDARD
  - CMH INDICATES MANHOLE
  - TL INDICATES TRAFFIC LIGHT
  - GV INDICATES GAS VALVE
  - WV INDICATES WATER VALVE
  - MF INDICATES MAIN FLOOR
  - RL INDICATES ROOF LEVEL
  - (T) INDICATES TOP OF GUTTERWAY
  - (U) INDICATES UNDERSIDE OF GUTTERWAY
  - IP INDICATES IRON POST FOUND

**NOTES:**

- ELEVATIONS ARE IN METRES AND ARE DERIVED FROM CITY OF RICHMOND MPM ADJUDICATED #186 (17/1/1970) WITH AN ELEVATION OF 1.793 METRES.
- PROPERTY LINES ARE PRELIMINARY AND DERIVED FROM LAND TITLE OFFICE PLAN RECORDS AND PLAN 87865.
- ALL DESIGNATED TREES AS DEFINED BY CITY OF RICHMOND NO. 8557, ARE SHOWN HEREON.



**DP00-01-00**

B.C.L.S.

DATE OF SURVEY: MAY 29, 2014

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**MATSON PECK & TOPLISS**  
SURVEYORS & ENGINEERS  
4305 - 11100 HORSESHOE WAY  
RICHMOND, B.C. V7A 5H7  
PH: 604-270-8333  
FAX: 604-270-4137  
CADFILE: 17951-001-TPC-000.DWG

CLIENT REF: BEBE (NO. 3) DEV. LTD.

R-14-17951-TPC



PROJECT SITE DATA

Site Address	Site Description
4700 Hwy. 3 Road, Richmond BC	Lot 95, Section 33, Block 5 North Range 6 West
	New Westminster District Plan 56252
	23,310 sq ft (2,166.4 sq m)
	92.6ac (384.08 acm)
	22,495 sq ft (2,081.32 sq m)
	91.6ac (374.56 acm)
	New Zoning District to be created
	Urban Centre 15 (US m)
	DCP Designation

Zoning Requirements		Allowable	Proposed
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Flow Area Ratio	Text Amendment to zoning	3.50
Silt Coverage	Max. 50%	70415.5 (sq ft)
		53%
	20987.1	12413.9 (sq ft)
<b>BUILDING RETIQUES</b>		
	Allowable	Proposed
North (Lashie Road)	Min. 3.0 m	3.0 m
West (NC. 3 Road)	Min. 3.0 m	3.0 m
West (NO. 3 Road/Guideway Strip-ane)	Min. 6.0 m	6.0 m
South (Mar Yarc)	Min. 0.0 m	0.0 m
East (Side Yarc)	Min. 0.0 m	3.05 m
Canal Line Setback (Ruddlane)	Min. 6.0 m	6.0 m

## Reduction

Level	Use	GFA			Vertical Circulation			FAR			GLA		
		(sq.ft)	(sq.m)	(sq.ft)	(sq.ft)	(sq.m)	(sq.ft)	(sq.m)	(sq.ft)	(sq.m)	(sq.ft)	(sq.m)	
Ground floor	Commercial Retail	10066	935.1	0	0	10066	935	7798	724.4				
	Commercial Retail (lobby only)	385	36	372	16	214	20	0					
1st floor	Commercial Retail	5359	498	703	65	4657	433	3771	350				
3th floor	Office (lobby only)	634	59	172	15	462	43	0					
4th floor	Office (lobby only)	634	59	172	15	462	43	0					
5th floor	Office	9169.0	849.3	540.0	51.0	8500.0	786.8	7212.0	670.3				
6th floor	Office	11340.0	1051.5	690.0	63.0	10650.0	985.8	9480.0	879.2				
7th floor	Office	11340.0	1051.5	690.0	63.0	10650.0	985.8	9480.0	879.2				
8th floor	Office	11340.0	1051.5	690.0	63.0	10650.0	985.8	9480.0	879.2				
9th floor	Office	11340.0	1051.5	690.0	63.0	10650.0	985.8	9480.0	879.2				
10th floor	Office	11340.0	1051.5	690.0	63.0	10650.0	985.8	9480.0	879.2				
11th floor	Office	11340.0	1051.5	690.0	63.0	10650.0	985.8	9480.0	879.2				
12th floor	Office	11340.0	1051.5	690.0	63.0	10650.0	985.8	9480.0	879.2				
TOTAL		82948.4	7704.4	4312.0	411.0	78455.5	7185.4	72227.0	6708.4				

### AUTOMOBILE PARKING REQUIREMENTS

Line	Rate	Required	Provided
1	1.00	1.00	1.00
2	1.00	1.00	1.00
3	1.00	1.00	1.00
4	1.00	1.00	1.00
5	1.00	1.00	1.00
6	1.00	1.00	1.00
7	1.00	1.00	1.00
8	1.00	1.00	1.00
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79	1.00	1.00	1.00
80	1.00	1.00	1.00
81	1.00	1.00	1.00
82	1.00	1.00	1.00
83	1.00	1.00	1.00
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86	1.00	1.00	1.00
87	1.00	1.00	1.00
88	1.00	1.00	1.00
89	1.00	1.00	1.00
90	1.00	1.00	1.00

Commercial (CMU)	3.75 spaces/100 sq. m (6 ftA)	40
Office	1.275 spaces/100 sq. m (6 ftA)	72
TOTAL (including small car (7 ft/min and HC)		112
Required (10% reduction for TDM)		101
Commercial Retail Area (leasable)	1074 (sq.m/ 11569 (sq.ft)	
Office Area (leasable)	5584 (sq.m/ 60141 (sq.ft)	

[illegible]

Parking Slot	Ratio	Required	Provided
Regular Car		58	
Small Car		43	
Handicapped		5	
<b>TOTAL</b>		<b>106</b>	

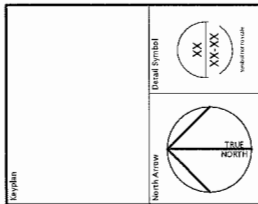
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1994	1.00	1.00	1.00
1995	1.00	1.00	1.00
1996	1.00	1.00	1.00
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1998	1.00	1.00	1.00
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2003	1.00	1.00	1.00
2004	1.00	1.00	1.00
2005	1.00	1.00	1.00
2006	1.00	1.00	1.00
2007	1.00	1.00	1.00
2008	1.00	1.00	1.00
2009	1.00	1.00	1.00
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2011	1.00	1.00	1.00
2012	1.00	1.00	1.00
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2017	1.00	1.00	1.00
2018	1.00	1.00	1.00
2019	1.00	1.00	1.00
2020	1.00	1.00	1.00
2021	1.00	1.00	1.00
2022	1.00	1.00	1.00
2023	1.00	1.00	1.00
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2028	1.00	1.00	1.00
2029	1.00	1.00	1.00
2030	1.00	1.00	1.00
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2034	1.00	1.00	1.00
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2072	1.00	1.00	1.00
2073	1.00	1.00	1.00
2074	1.00	1.00	1.00
2075	1.00	1.00	1.00

Unit	Ratio	Required	Provided
Class 1	0.27 spaces/100 sq. m G/A	19	19
Class 2	0.4 spaces/100 sq. m G/A	28	28
<b>TOTAL</b>		<b>47</b>	<b>47</b>

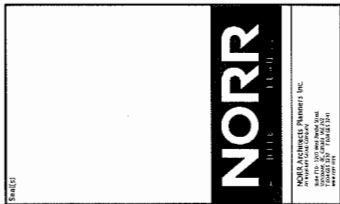
REV	ISSUED FOR	DATE	REV
	REQUESTED FOR COMBINED R22P FOR REVIEW	2016-04-19	
	PROCESS REVIEW	2016-06-02	
	ISSUED PER CITY COMMENTS	2016-1-18	
	REQUEST FOR CITY FINAL REVIEW	2016-1-18	
	2P SUMMITSHEN	2016-12-08	
	2P SUMMITSHEN: CITY COMMENTS	2017-03-07	
	2P SUMMITSHEN: CITY COMMENTS	2017-04-11	
	2P SUMMITSHEN: CITY COMMENTS	2017-01-06	
	2P SUMMITSHEN: CITY COMMENTS	2017-01-06	

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**Consultants**  
Civil  
Landscape  
Architectural  
Structural  
Mechanical  
Electrical



Project Manager?	Drawn
S-JD	S-JD
Project Lead	Project Lead
S-JD	S-JD
Client	
Kunyun International Group	
Project	
4700 No.3 Road	
Office Building	
Drawing Title	
PROJECT STATISTICS	
3D VIEWS	
Check Scale (may be global reduced)	0 10mm
Project No.	OCV-A14-0004
Drawing No.	DP10-01-01



DATE	ISSUED FOR	REV
2016-01-21	FOR CITY REVIEW	
2016-04-07	RECEIVED FOR REZONING	
2016-04-19	RECEIVED FOR COMBINED ZADOP	
2016-06-02	FOR REVIEW	
2016-11-09	PROGRESS REVIEW	
2016-11-18	REVISED FOR CITY COMMENTS	
2016-12-08	FOR SUBMISSION	
2017-02-07	FOR SUBMISSION- CITY COMMENTS	
2017-03-15	FOR SUBMISSION- CITY COMMENTS	

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North Arrow

Dual Symbols

Consultants:

- Civil
- Structural
- Architectural
- Electrical

Scale:

**NORR**

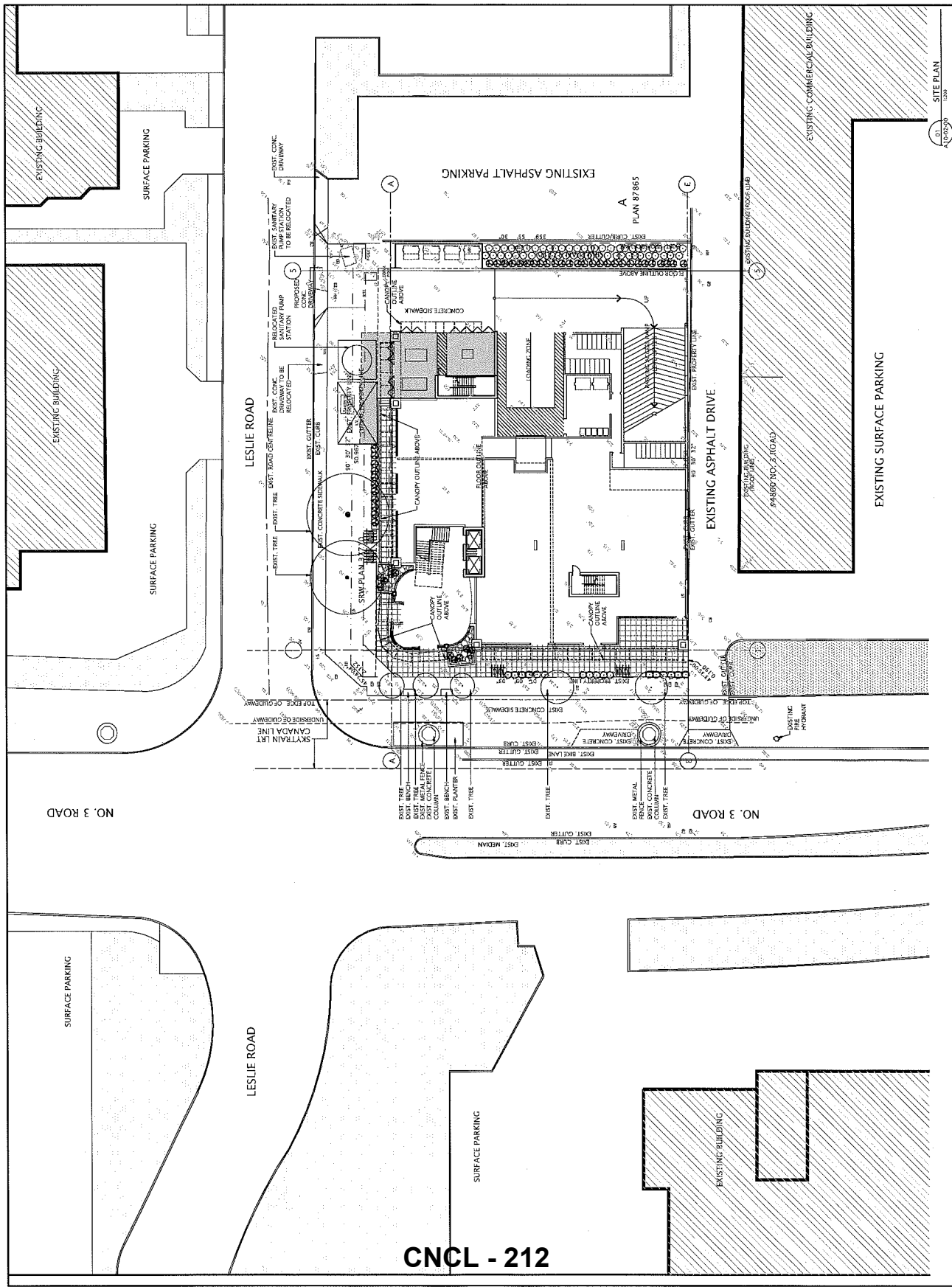
1000 AVENUE 100, SUITE 100  
VANCOUVER, BC V6P 6E6  
TEL: 604.681.1111  
WWW.NORRARCHITECTS.COM

Project Manager: [Blank]

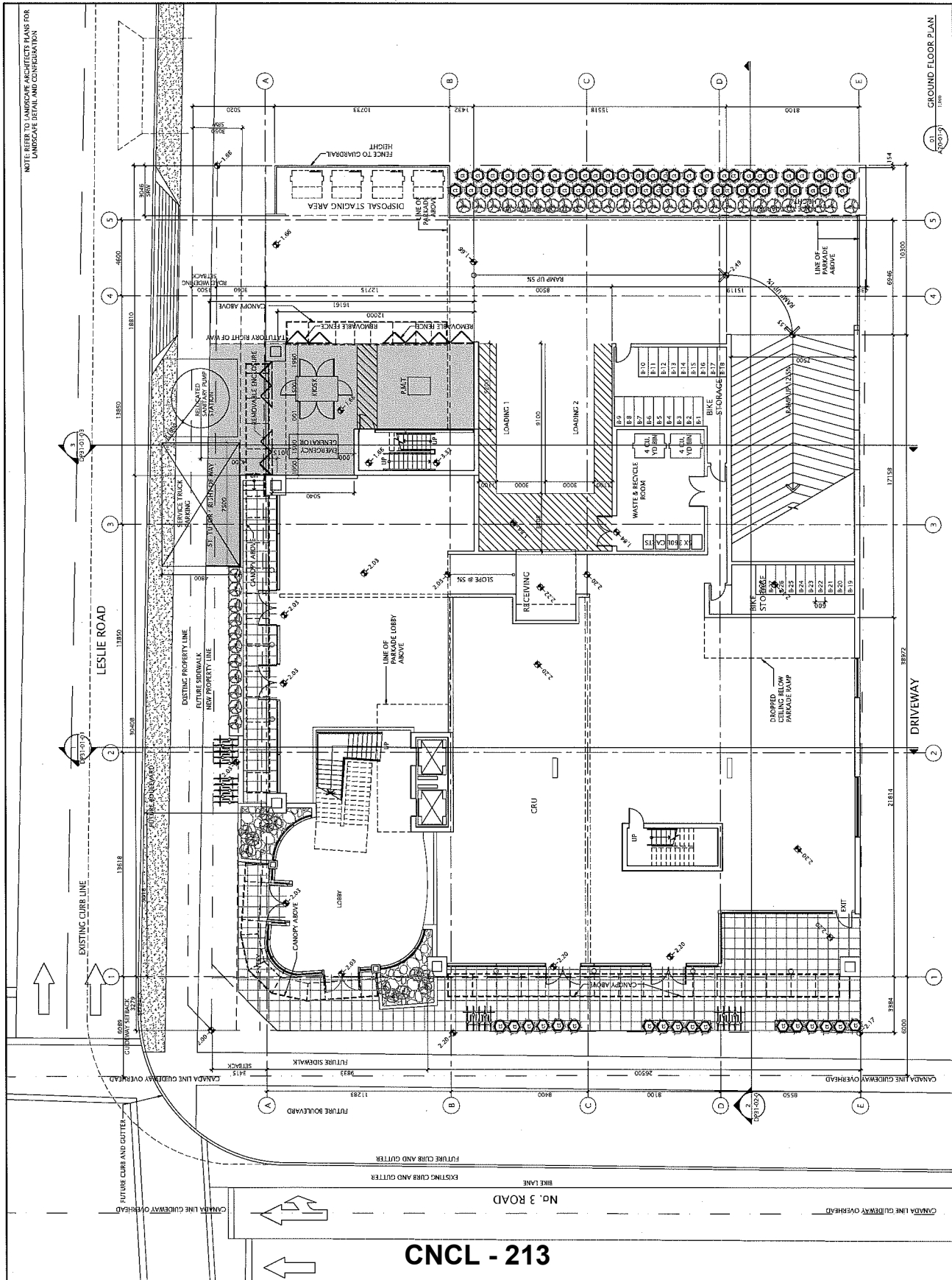
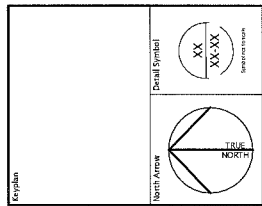
Site Manager: [Blank]

Client: Kunyuan International Group

Project	4700 No.3 Road Office Building
Drawing Title	SITE PLAN
Existing Context	
Check Scale (mm)	1:1000
Project No.	OCVA14-0004
Drawing No.	DP10-02-00



CNCL - 212

[illegible]

**Consultants:**  
Civil:  
Landscape:  
Architectural:  
Structural:  
Mechanical:  
Electrical:

100 *Environ Biol Fish*

# NORR

**NORR Architects Planners Inc.**  
AN EXPANDED GROUP COMPANY  
Suite 710 • 1205 West North Street  
Ottawa, ON, Canada K1A 7P9  
TEL 613 551 3737 FAX 613 551 3741  
www.norr.com

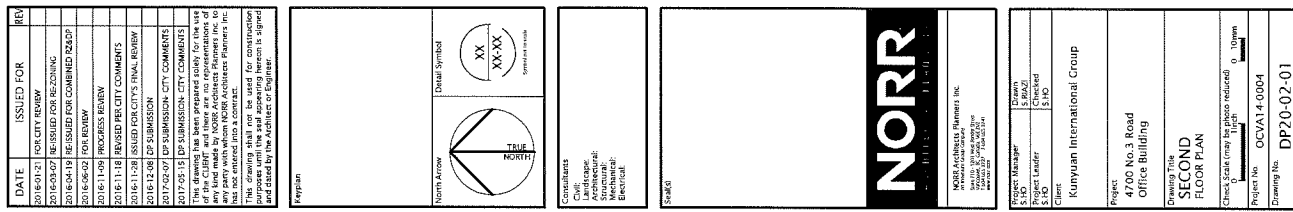
Project Manager S.HO	Drawn S.RAZI
Project Leader S.HO	Checked S.HO
Client	

Project	4700 No.3 Road Office Building
---------	-----------------------------------

Drawing Title  
**GROUND  
FLOOR PLAN**

Project No.	OCVA14-0004
Drawing No.	DP20-01-01











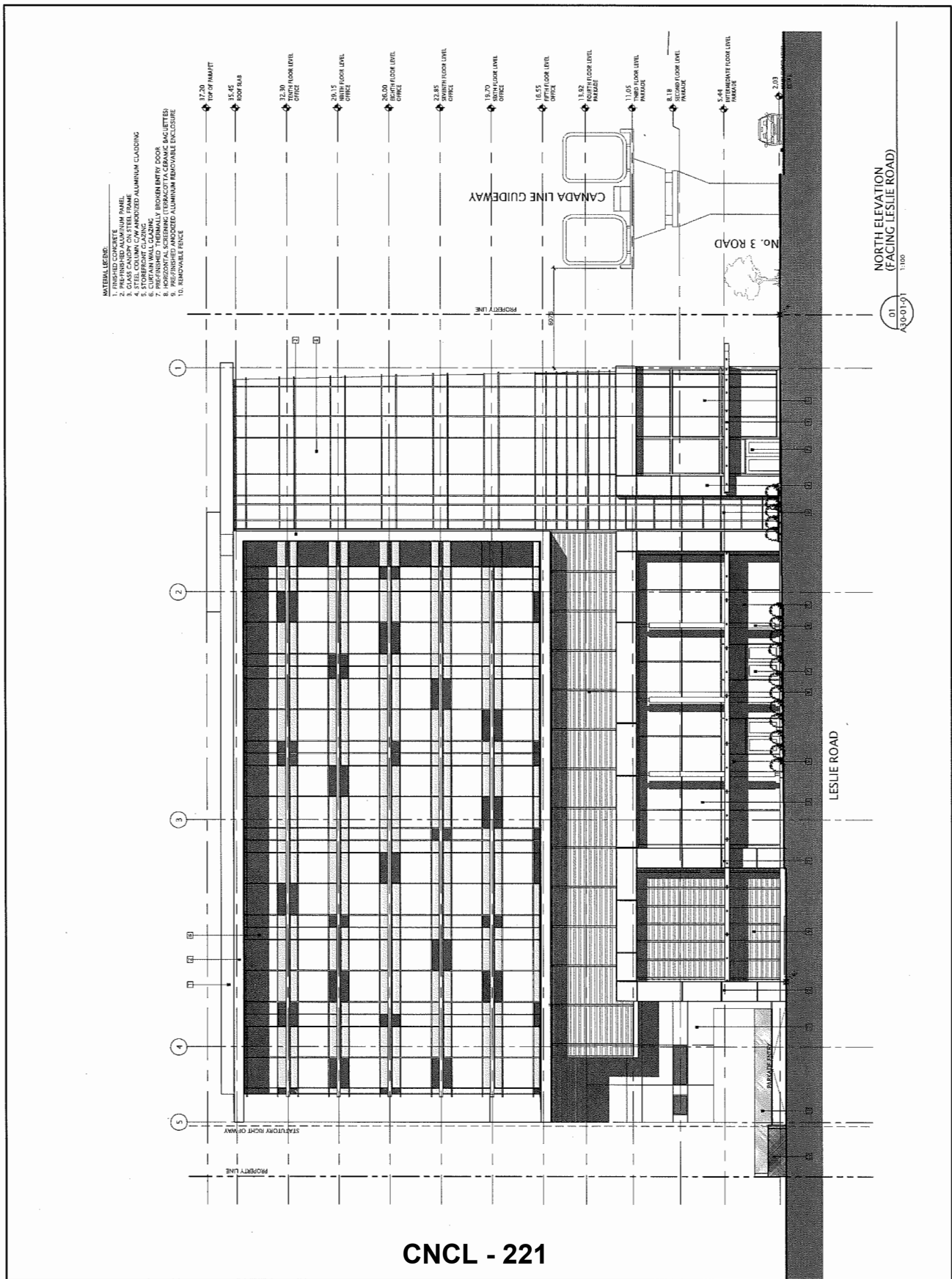






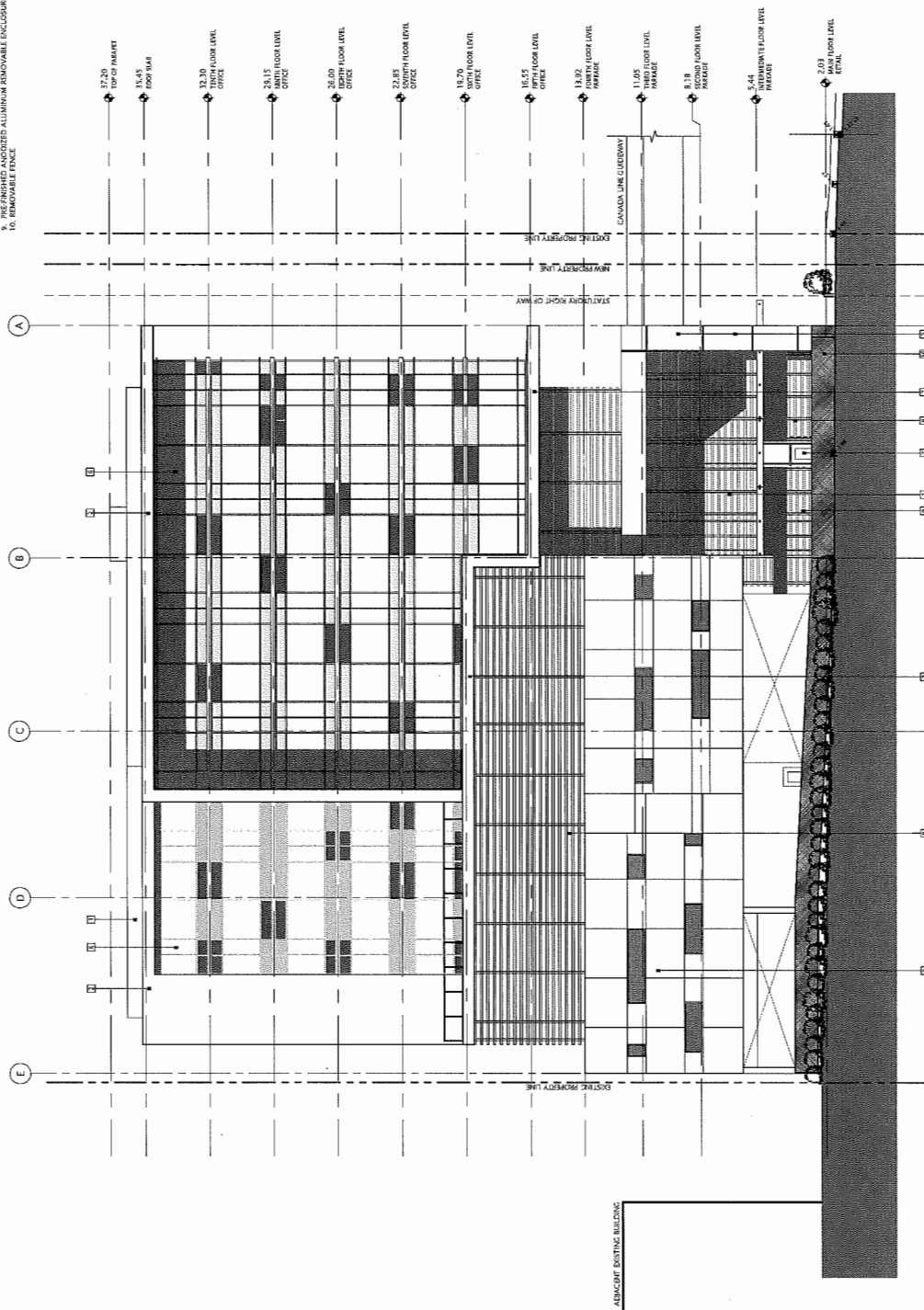


Project Manager	Drawn	Check Scale: <input type="checkbox"/> As Shown <input type="checkbox"/> Reduced 1" = 10'
Client	Scale	
Project	Sheet	Project No. <b>GCVA14-0004</b> Drawing No. <b>DP30-01-01</b>
Project	Sheet	
Drawing Title <b>NORTH ELEVATION</b>		
Drawing No. <b>4700 No. 3 Road</b> <b>Office Building</b>		
Drawing No. <b>Kuryunay International Group</b>		



Project Manager S. HO	Project Engineer S. HO	Project Checker S. HO	Project Designer S. HO
Client Kunyuan International Group			
Project 4700 No. 3 Road Office Building			
Drawing Title EAST ELEVATION			
Check & Scale (may be ignored reduced) 1:1000 Project No. OCVA1-01-0004			
Drawing No. DP30-01-02			

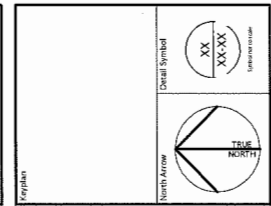
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  - 2. PRE-FINISHED ALUMINUM PANEL
  - 3. GLASS CANOPY ON STEEL FRAME
  - 4. STEEL COLUMN C/W ANODIZED ALUMINUM CLADDING
  - 5. STONE/POINT GLAZING
  - 6. CURTAIN WALL GLAZING
  - 7. PRE-FINISHED THERMALLY BROKEN ENTRY DOOR
  - 8. HORIZONTAL SCREENING (TERRACOTTA CERAMIC BAGUETTES)
  - 9. PRE-FINISHED ANODIZED ALUMINUM REMOVABLE ENCLOSURE
  - 10. REMOVABLE FENCE



**EAST ELEVATION  
(FACING EXISTING ADJACENT PARKING LOT)**

01  
A30-01-02

DATE	ISSUED FOR	REV
2016-01-31	FOR CITY REVIEW	
2016-01-31	REISSUED FOR REZONING	
2016-04-19	REISSUED FOR COMBINED RZLDP	
2016-06-02	FOR REVIEW	
2016-11-09	PROCESS REVIEW	
2016-11-18	REVISED FOR CITY COMMENTS	
2016-11-28	ISSUED FOR CITY FINAL REVIEW	
2017-02-07	FOR SUBMISSION	
2017-02-07	FOR SUBMISSION: CITY COMMENTS	
2017-05-15	FOR SUBMISSION: CITY COMMENTS	



Consultants:  
Civil Engineer  
Architectural  
Structural  
Mechanical  
Electrical  
Bioscience

548109

**NORR**

ARCHITECTURAL PARTNERS, INC.  
10000 10th Avenue, Suite 200  
Northridge, CA 91324  
Tel: 818.708.1100  
Fax: 818.708.1101  
www.norrarch.com

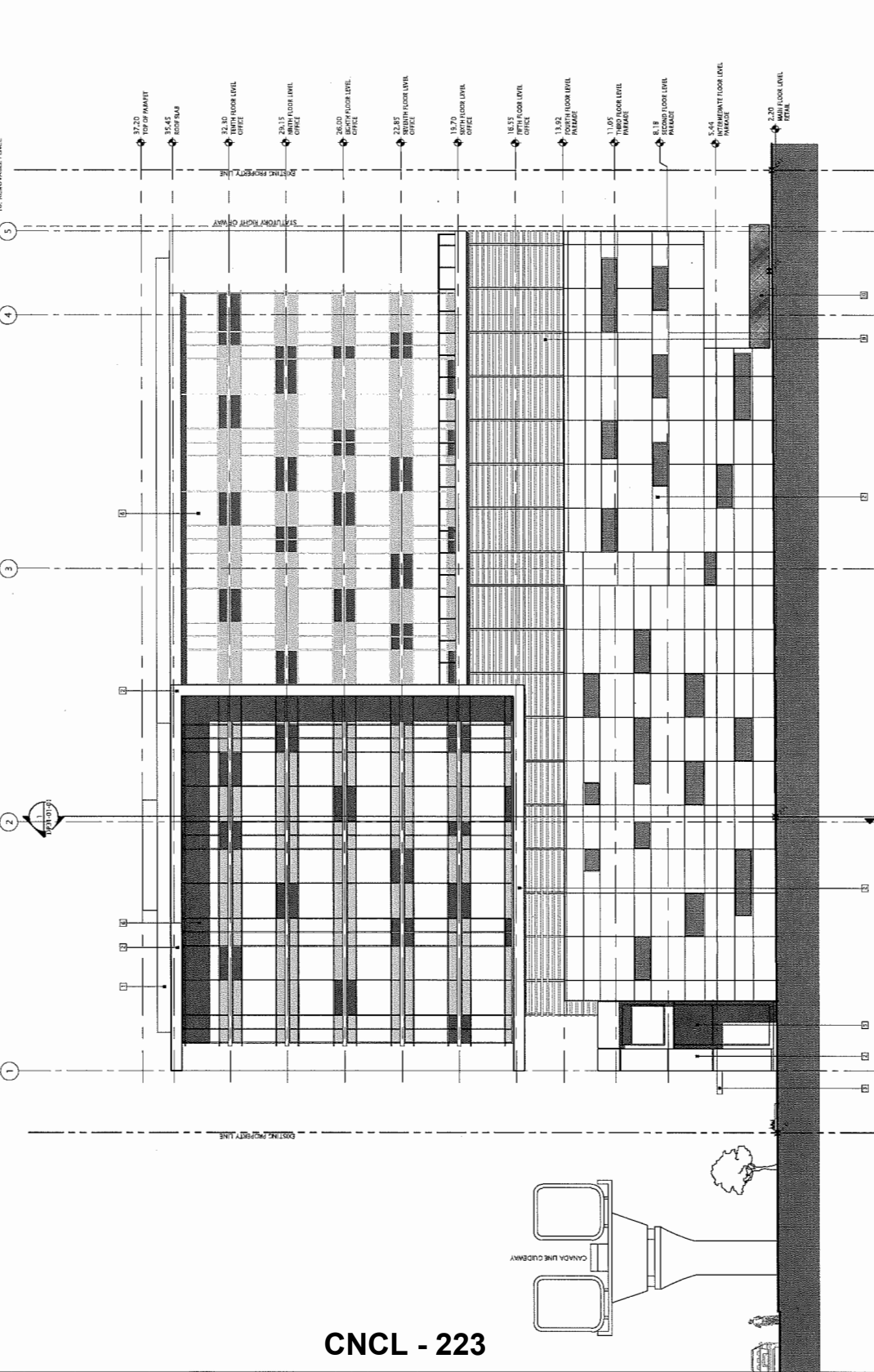
Project Manager: S. HO  
Project Engineer: S. HO  
Client: Kuryuan International Group

Project: 4700 No. 3 Road  
Office Building

Drawing Title: SOUTH ELEVATION

Check Scale (may vary from indicated): 0' = 10mm  
Project No.: OCVA14-0004  
Drawing No.: DP30-01-03

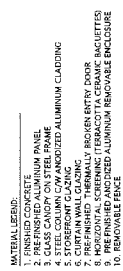
- MATERIAL LEGEND:
1. FINISHED CONCRETE
  2. FINISHED ALUMINUM PANEL
  3. GLASS CANOPY ON STEEL FRAME
  4. STEEL COLUMN CAN ANCHORED ALUMINUM CLADDING
  5. CURTAIN WALL GLAZING
  6. HORIZONTAL SCHEDING (TERMACOTTA CERAMIC FACILITIES)
  7. PREPARED ANCHORED ALUMINUM REMOVABLE ENCLOSURE
  8. REMOVABLE PANEL



CNCL - 223



The diagram shows a horizontal line representing the 'NEW PROPERTY LINE'. Below this line, there is a dashed line labeled 'STATUTORY RIGHT OF WAY'. The proposed road is shown as a solid line between these two lines.



Project Manager	Drawn	
Project Engineer	Checked	
Project Designer	3/10	
Kunyuan International Group Project 4700 No.3 Road Office Building Drawing Title <b>WEST ELEVATION</b> Project No. Drawing No.		
Project No. 0004 Drawing No. DP30-01-04		Check Scale (in the photo reduced) Project No. 0004 Drawing No. DP30-01-04

DATE	ISSUED FOR	REV
2016-02-23	FOR CITY REVIEW	
2016-03-27	REISSUED FOR REVISION	
2016-04-19	REISSUED FOR COMBINED RAZUP	
2016-06-20	FOR REVIEW	
2016-11-09	PROCESS REVIEW	
2016-11-18	REVISED FOR CITY COMMENTS	
2016-12-28	ISSUED FOR CITY'S FINAL REVIEW	
2017-02-07	FOR SUBMISSION	
2017-05-15	FOR SUBMISSION CITY COMMENTS	
2017-05-15	FOR SUBMISSION CITY COMMENTS	

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Consultant:  
 Civil:  
 Architectural:  
 Mechanical:  
 Electrical:

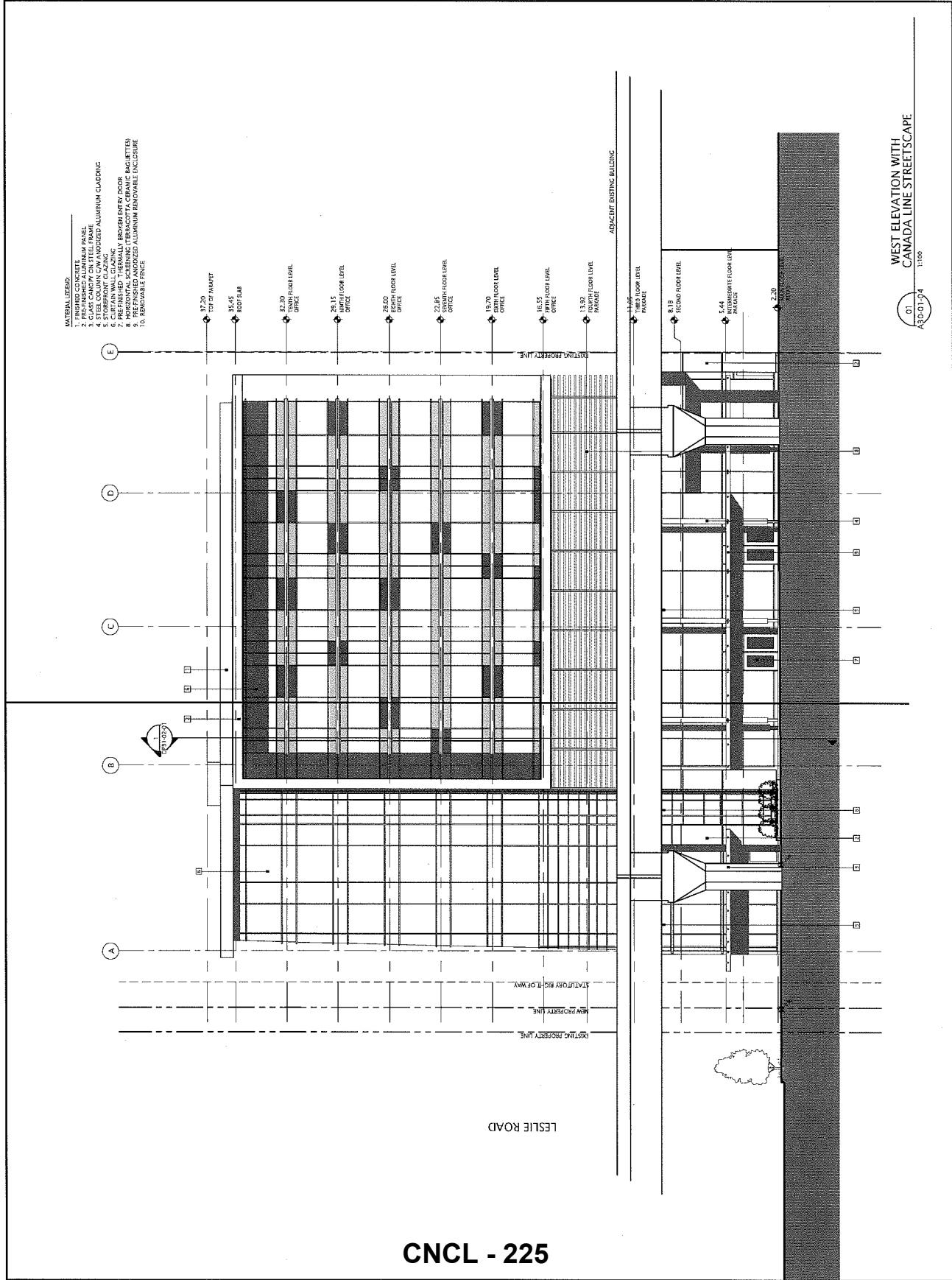
North Arrow  
 Detail Symbol  
 XX  
 XXXX  
 Type of Revision

Scale:  
 1" = 10'-0"

NORR  
 NORR ARCHITECTS PLANNERS INC.  
 1000 No. 3 Road  
 Suite 100  
 Burnaby, BC V5A 3B2  
 Tel: 604-431-1111  
 Fax: 604-431-1112  
 www.norr.ca

Project Manager:	David S. Brown
Architect:	David S. Brown
Structural Engineer:	David S. Brown
Mechanical Engineer:	David S. Brown
Electrical Engineer:	David S. Brown
Client:	Kunyuan International Group

Project:	1000 No. 3 Road Office Building
Drawing Title:	WEST ELEVATION
Check:	Scale (mm) by plotter reduced: 0, 10mm
Project No.:	OCVA14-0004
Drawing No.:	DP30-01-04A



01  
A31-01-01

**BUILDING SECTION**

1:100



DATE	ISSUED FOR	REV
2016-01-27	FOR CITY REVIEW	
2016-03-27	RE-ISSUED FOR REZONING	
2016-04-19	RE-ISSUED FOR COMBINED EDD-2P	
2016-05-02	FOR REVIEW	
2016-11-09	PROGRESS REVIEW	
2016-11-18	REVISED PER CITY COMMENTS	
2016-11-29	ISSUED FOR CITY'S FINAL REVIEW	
2016-12-09	DP SUBMISSION	
2017-02-07	DP SUBMISSION- CITY COMMENTS	
2017-09-13	DP SUBMISSION- CITY COMMENTS	

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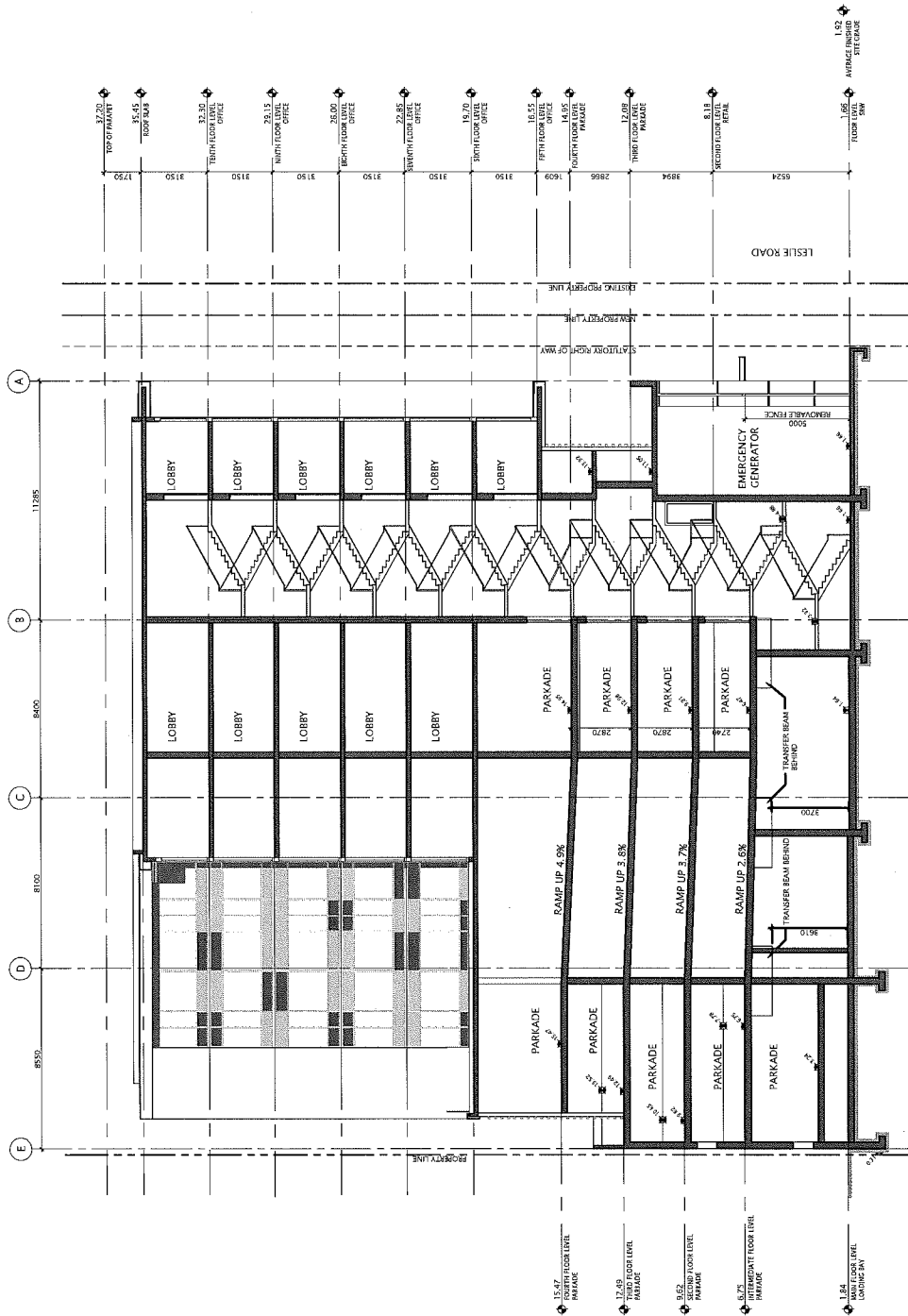
North Arrow

Detail Symbol

Consultants:  
Civil  
Architectural  
Mechanical  
Electrical  
Structural

SW&S

Project Manager	Owner
SW&S	SW&S
SW&S	SW&S
SW&S	SW&S
Client	Client
Kuryan International Group	
Project	Project
4700 No. 3 Road	
Office Building	
Building Section	
Drawing Title	Drawing Title
Building Section	
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Project No.	OCVA14-0004
Drawing No.	DP31-01-03



01 BUILDING SECTION  
A31-01-03 1:100

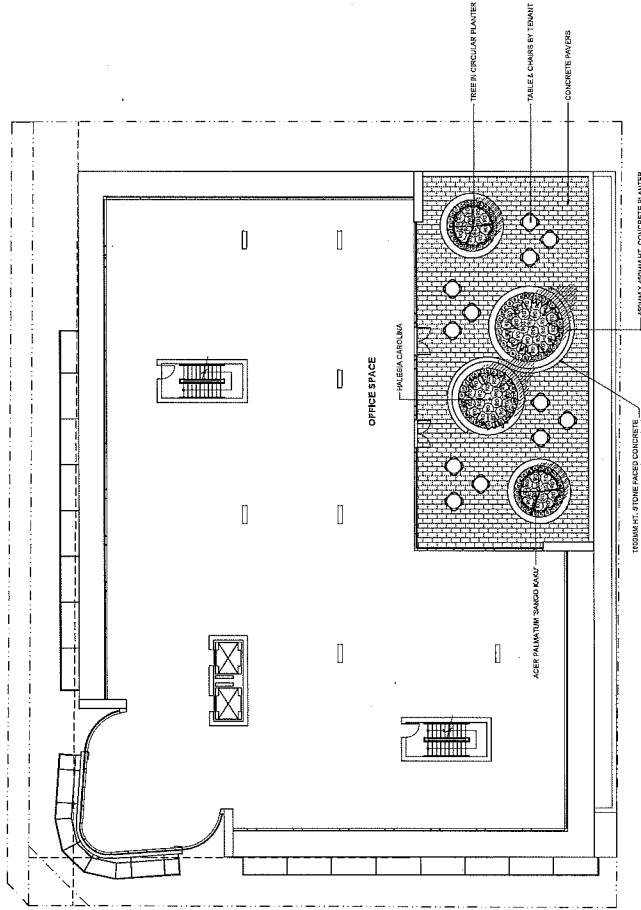




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**pmg**  
LANDSCAPE  
ARCHITECTS  
Pte. Ltd.  
100-102, Upper Macao Road,  
Bukit Timah, Singapore 110532  
P: 604 264-0011 | F: 604 264-0022

SEAL:



- ROOF DECK PLANTING
- 1 ACER PALM/TIN/SHAGGY KAUZ
  - 2 ACER PALM/TIN/SHAGGY KAUZ
  - 3 ACER PALM/TIN/SHAGGY KAUZ
  - 4 ACER PALM/TIN/SHAGGY KAUZ
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  - 96 ACER PALM/TIN/SHAGGY KAUZ
  - 97 ACER PALM/TIN/SHAGGY KAUZ
  - 98 ACER PALM/TIN/SHAGGY KAUZ
  - 99 ACER PALM/TIN/SHAGGY KAUZ
  - 100 ACER PALM/TIN/SHAGGY KAUZ

PROJECT:

OFFICE BUILDING

4700 No. 3 ROAD  
RICHMOND, BC

DRAWING TITLE:

LANDSCAPE  
ROOF PLAN

DATE: 17 JANUARY 2010

SCALE: 1:100

DRAWN: MCT

DESIGN: MCT

CHECK: MCT

PMG PROJECT NUMBER: 17-034

17-034

L2

OF 2

17-034



Development Application (RZ)  
Data Summary

RZ 14-672055	
Address:	4700 No. 3 Road
Applicant:	Bene (No. 3) Road Development Ltd.
Planning Area(s):	City Centre Area Plan – Aberdeen Village – Urban Centre T5 (35m) – VCB Overlay – DPG Sub-Area A.4
Other Areas(s):	Aircraft Noise Sensitive Use Area 1A – Flood Construction Level Area A

	Existing	Proposed
OCP Designation:	Commercial	Complies
Land Uses:	Vacant	Office/Retail Mixed Use
Zoning:	Auto-Oriented Commercial (CA)	High Rise Office Commercial (ZC44) – Aberdeen Village
Site Area (before and after dedications):	2,167.2 m <sup>2</sup>	2,081.6 m <sup>2</sup>
Net Development Site Area (for floor area calculation):	N/A	2,081.6 m <sup>2</sup>
Number of Residential Units:	0	0

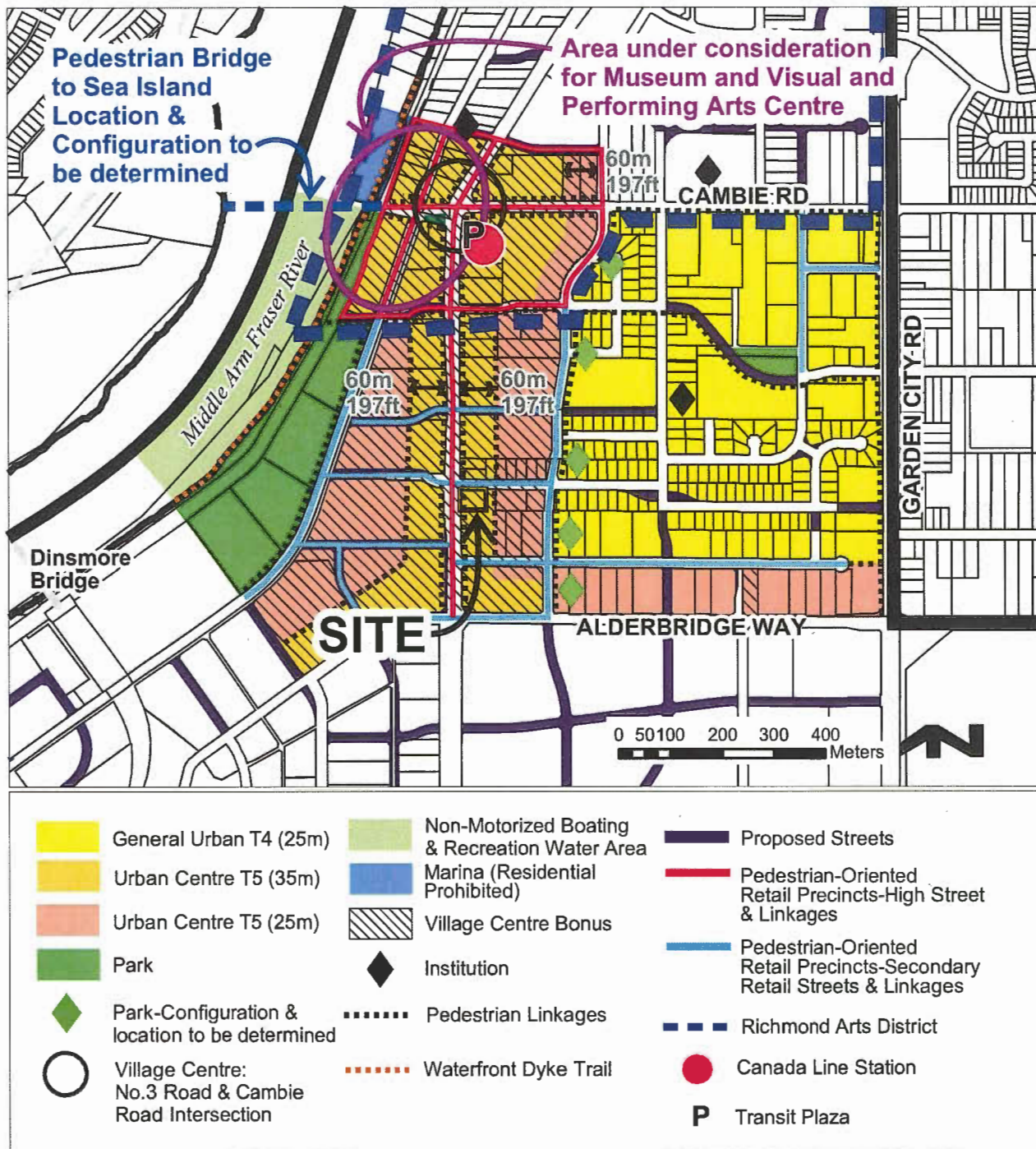
	Bylaw Requirement	Proposed	Variance
Base FAR (Max.):	2.0	2.0	
Village Centre Bonus (VCB) (Max.):	1.5	1.5	
Total FAR (Max.):	3.5	3.5	
Commercial FAR (Max.):	2.0	0.67	
Office FAR (Max.):	3.5	2.83	
Commercial (Max.):	4,163.2 m <sup>2</sup>	1,388 m <sup>2</sup>	
Office (Max.):	7,285.6 m <sup>2</sup>	5,897.4 m <sup>2</sup>	
Floor Area (Max.):	7,285.6 m <sup>2</sup>	7,285.4 m <sup>2</sup>	
Lot Coverage (Max.):	90 %	57 %	
Setback – No. 3 Road (Min.):	6 m	3.3 m	
Setback – Leslie Road (Min.):	3 m	3 m	
Setback – Interior Side Yard (Min.):	0 m	0 m	
Setback – Rear Yard (Min.):	0 m	3 m	
Height Dimensional (Max.):	35 m	35 m	
Height Accessory (Max.):	5 m	N/A	
Subdivision/Lot Size (Min.):	2,000 m <sup>2</sup>	2,081.5 m <sup>2</sup>	
Off-street Parking – City Centre Zone 1 (Min.):	101	106	See note 1

	Bylaw Requirement	Proposed	Variance
TDM Reduction (Max.):	10%	10%	
Tandem Parking Spaces (Max.):	None permitted	16	16 tandem parking spaces
Class 1 Bicycle Parking (Min.):	19	19	
Class 2 Bicycle Parking (Min.):	28	28	
Loading Space – Medium (Min.):	2	2	
Loading Space – Large (Min.):	1	0	No WB-17 loading space

**General Note:** All figures are based on the preliminary site survey site area and are subject to change with final survey dimensions. Further, the proposed development figures above have been modified to reflect the preliminary site survey site area and may differ slightly from the figures provided on the conceptual architectural drawings.

**Note 1:** Parking figures are based on the calculation methodology provided in the Transportation Study. Where base information changes (e.g. floor areas), final parking requirements will be determined using the same methodology at the time of Development Permit approval.

### Specific Land Use Map: Aberdeen Village (2031)







**Address:** 4700 No. 3 Road

**File No.:** RZ 14-672055

**Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9216, the developer is required to complete the following:**

1. Final Adoption of OCP Amendment Bylaw 9215.
2. Road dedication of 1.5 m along the entire Leslie Road frontage and 4 m x 4 m corner cut measured from the new property lines.
3. Granting of an approximately 114 m<sup>2</sup> (1,227 ft<sup>2</sup>) statutory right-of-way (SRW) public-rights-of-passage (PROP) and utilities for the purposes of a sanitary pump station, including equipment, underground structures and pipes, and required clearances, access and working areas (see Appendix A). The right-of-way (ROW) for the pump station equipment and underground structures and pipes shall be minimum 15.8 m long, measured from the new north property line and 8.0 m wide, less a 7.4 m by 2.8 m notch for the building's stairwell at the southwest corner of the right-of-way. The right-of-way shall have minimum 5.0 m of vertical clearance above grade. Any works essential for public access and utilities within the required statutory right-of-way (SRW) are to be included in the Servicing Agreement (SA) and the maintenance & liability responsibility is to be clearly noted. The design must be prepared in accordance with City specifications & standards and the construction of the works will be inspected by the City concurrently with all other Servicing Agreement related works. Works to be secured via Servicing Agreement (see SA requirements below).
4. Registration of a flood indemnity covenant on Title (Area A).
5. Registration of an aircraft noise restrictive covenant on Title suitable for Area 1A (new aircraft noise sensitive land uses prohibited) and granting of a Statutory Right-of-Way in favour of the Airport Authority.
6. Registration of a legal agreement on Title, stipulating that the mixed use commercial/office development is subject to potential impacts due to other development that may be approved within the City Centre including without limitation, loss of views in any direction, increased shading, increased overlook and reduced privacy, increased ambient noise and increased levels of night-time ambient light, and requiring that the owner provide written notification of this through the disclosure statement to all initial purchasers, and erect signage in the initial sales centre advising purchasers of the potential for these impacts.
7. Registration of a legal agreement on Title, prohibiting subdivision (including stratification and/or air space parcels) of the office space (single owner for office space).
8. Registration of a legal agreement on Title, ensuring that no more than 16 parking spaces are provided in a tandem arrangement and are limited to employee parking use only, any pair of tandem parking spaces must be assigned to the same tenant/unit and conversion of tandem parking area into habitable space is prohibited.
9. Registration of a legal agreement on Title, ensuring that all parking spaces (except tandem parking spaces) are provided for the shared use of all tenants/units and are not permitted to be assigned to specific tenants/units. This includes four parking spaces provided with two electric vehicle quick-charge (240V) charging stations provided as a Transportation Demand Management (TDM) measure. The charging stations should be located to provide for convenient use by vehicles parked in any of the four spaces.
10. Registration of a legal agreement on Title, ensuring the loading spaces are provided for the shared use of all tenants/units and are not permitted to be assigned to specific tenants/units.
11. Registration of a legal agreement on Title, ensuring bicycle storage is provided for the shared use of all tenants/units and is not permitted to be used for habitable space (e.g., other storage uses).

12. Registration of a legal agreement on Title, stipulating that no Building Permit for all or any part of the development shall be issued until the applicant has provided the City with satisfactory written confirmation that all terms required by the South Coast British Columbia Transportation Authority (TransLink) as a condition of issuance of any Building Permit for the development have been addressed and met, including for the following items to ensure protection of transit infrastructure:
- a) Applicant to submit preload, excavation and shoring plans and associated mitigation plan for the development for TransLink's review and acceptance;
  - b) Applicant to conduct a precision survey of the existing Canada Line track geometry prior to any site preloading/construction work, undertake a settlement monitoring program (as established by a qualified geotechnical engineer) and conduct a repeat of the survey post development construction;
  - c) Applicant to submit final (detailed) design drawings of the development for TransLink's review and acceptance; and
  - d) Applicant to address TransLink's guideway protection requirement, which is TransLink's response to concerns related to trespass and debris on the guideway. The applicant and TransLink will work together to identify a suitable response. Any option that affects the public realm and/or building form and character must also be approved by the City. Options are not limited to the following:
    - Option 1: Introduction of a physical canopy. The canopy may be self-supported or fixed to the proposed building. In these scenarios, the public realm and/or building design would be affected; thereby affecting the Development Permit. The applicant would be responsible for proposing a design solution that is supported by the City and would be required to seek reconsideration by the Development Permit Panel.
    - Option 2: Registration of an agreement between the owner and TransLink to assign responsibility for intentional or unintentional damage to the guideway to the owner/strata corporation. The City is not a party to this agreement. The agreement would be a private agreement between TransLink and the owner/strata corporation.
13. Registration of a restrictive covenant and/or alternative legal agreement(s), to the satisfaction of the City, securing the owner's commitment to connect to District Energy Utility (DEU), which covenant and/or legal agreement(s) will include, at minimum, the following terms and conditions:
- a) No Building Permit will be issued for a building on the subject site unless the building is designed with the capability to connect to and be serviced by a DEU and the owner has provided an energy modelling report satisfactory to the Director of Engineering.
  - b) If a DEU is available for connection, no final building inspection permitting occupancy of a building will be granted until:
    - i) The building is connected to the DEU, which may include the owner's supplied and installed central energy plant to provide heating and cooling to the building, at no cost to the City, or the City's DEU service provider, Lulu Island Energy Company, on the subject site satisfactory to the City.
    - ii) If the City so elects, the owner transfers ownership of the central energy plant on the site, if any, at no cost to the City, or City's DEU service provider, Lulu Island Energy Company, to the City and/or the City's DEU service provider, Lulu Island Energy Company, on terms and conditions satisfactory to the City.
    - iii) The owner enters into a Service Provider Agreement with the City and/or the City's DEU service provider, Lulu Island Energy Company, on terms and conditions satisfactory to the City.
    - iv) The owner grants or acquires the Statutory Right-of-Way(s) and/or easements necessary for supplying the DEU services to the building and the operation of the central energy plant, if any, by the City and/or the City's DEU service provider, Lulu Island Energy Company.
  - c) If a DEU is not available for connection, no final building inspection permitting occupancy of a building will be granted until:
    - i) The City receives a professional engineer's certificate stating that the building has the capability to connect to and be serviced by a DEU.
    - ii) The owner enters into a covenant and/or other legal agreement to require that the building connect to a DEU when a DEU is in operation.

- iii) The owner grants or acquires the statutory right-of-way(s) and/or easements necessary for supplying DEU services to the building.
  - iv) The owner provides to the City, a Letter of Credit, in an amount satisfactory to the City, for costs associated with acquiring any further statutory right-of-way(s) and/or easement(s) and preparing and registering legal agreements and other documents required to facilitate the building connecting to a DEU when it is in operation.
14. City acceptance of the developer's voluntary contribution in the amount of \$1,456,392.94 towards City Centre Community Services facilities (e.g. \$650.00 per square foot of 5% of the 1.0 FAR village centre bonus and 10% of the additional 0.5 FAR village centre bonus). Should the contribution not be provided within one year of the application receiving third reading, the construction value multiplier (\$650 /ft<sup>2</sup>) will be adjusted annually thereafter based on the Statistics Canada "Non-residential Building Construction Price Index" yearly quarter to quarter change for Vancouver, where the change is positive.
  15. City acceptance of the developer's voluntary contribution in the amount of \$19,605.29 (i.e. \$0.25 per buildable square foot) to future City community planning studies, as set out in the City Centre Area Plan.
  16. City acceptance of the developer's voluntary contribution in the amount of \$34,505.31 (i.e. \$0.44 per buildable square foot of commercial/office space) to the City's Public Art Program.
  17. City acceptance of the developer's offer to voluntarily contribute \$50,000 towards the provision of two transit shelters at existing bus stops nearby along No. 3 Road as a Transportation Demand Management (TDM) measure.
  18. City acceptance of the developer's offer to voluntarily contribute \$2,600 to the City's Tree Compensation Fund for the planting of replacement trees within the City in compensation for the removal of two street trees along the Leslie Road frontage.
  19. 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 trees to be retained along No. 3 Road. 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.
  20. 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.
  21. The submission and processing of a Development Permit\* completed to a level deemed acceptable by the Director of Development.
  22. Enter into a Servicing Agreement\* for the design and construction of road and infrastructure works. Works include, but may not be limited to:
    - a) Road Works:

Note: Leslie Road works are on the Roads DCC program and would be eligible for Roads DCC credits.

      - i. Leslie Road frontage improvements (measured from north to south):
        - Maintain existing centre line and widen road southward to provide a total driving surface of (minimum) 7.4 m wide for eastbound traffic, east of No. 3 Road, and new 0.15 m wide curb and gutter.
        - New 1.5 m wide boulevard planted with grass and street trees.
        - New 2.0 m wide concrete sidewalk.
      - ii. No. 3 Road frontage improvements:
        - Remove existing driveway letdown.
      - iii. Traffic Signal improvements:
        - Upgrade the existing traffic signal at the No. 3 Road/Leslie Road intersection to accommodate the road widening noted above to include, but not limited to: upgrade and/or replace signal pole, controller, base and hardware, pole base, detection, conduits (electrical & communications), signal indications, communications cable, electrical wiring, service conductors, APS (Accessible Pedestrian Signals) and illuminated street name sign(s) as necessary.
    - b) Water Works:

Using the OCP Model, there is 169.7 L/s of water available at a 20 psi residual at the Leslie Road frontage. Based on your proposed development, your site requires a minimum fire flow of 200 L/s.

- i. The Developer is required to:
    - Upgrade the watermain along Leslie Road from 150 mm to 300 mm from approximately the developments east property line to the existing 300 mm watermain on No. 3 Rd, complete with additional hydrants to achieve City spacing requirements.
  - ii. Developer's cost, the City is to:
    - Cut and cap the existing water service connection at the watermain along No. 3 Road frontage, and complete all water main tie-ins.
- c) Storm Sewer Works:
- i. The Developer is required to:
    - Install a new 750 mm storm sewer within the centre of the road from the developments east property line tying into the No. 3 Road box culvert and remove the existing adjacent sewer. Tie-in to the existing storm sewer to the east is required. Tie-in all existing storm service connections and catch-basin leads to the new main.
    - Cut and cap the existing storm service connections along the No. 3 Road frontage. The northern connection shall be capped at main and its inspection chamber removed, the southern connection shall be capped at inspection chamber.
    - Provide, at no cost to the City, a 1.5 m wide SRW (perpendicular to No. 3 Road) at the southwest corner of the development site, extending 1.0 m past the existing inspection chamber.
    - Install a new storm service connection, complete with inspection chamber, off of the proposed 750 mm storm sewer along the Leslie Road frontage.
  - ii. At Developer's cost, the City is to:
    - Complete all tie-ins of the proposed works to existing City infrastructure.
- d) Sanitary Sewer Works:
- i. The Developer has requested to place a driveway entrance in the same alignment as the existing sanitary pump station; to achieve this, the Developer has agreed to relocate/replace the pump station through the Servicing Agreement works. The City will pay for the sanitary pump station and force main design and construction; however, costs incurred above and beyond a regular pump station replacement project will be the Developer's responsibility (e.g. the need to extend gravity pipework to accommodate the development's driveway access and the need to remove sections of gravity sewer and forcemain).
  - ii. The decommissioning of the existing pump station and construction of the new pump station and all associated sanitary sewer realignments shall be complete prior to driveway construction.
  - iii. The Developer is required to provide the following at the City's cost:
    - Design and build the sanitary pump station through the Servicing Agreement to meet location specific engineering specifications. The location will be generally as per the attached sketch and will be finalized through the Servicing Agreement process.
    - Design and build the required pump station kiosk, BC Hydro PMT, and back-up generator, and locate them such that they meet operational requirements and are appropriate for the streetscape.
    - Design and build the required valve chamber; complete with flow meter and related appurtenances for the pump station and access chambers for the forcemain for maintenance purposes.
    - In conjunction with the pump station works, replace the existing 350 mm sanitary forcemain from the proposed pump station into and across the No. 3 Road/Leslie Road intersection (approximately 62 m) into the Leslie Road travel lane. If the forcemain is damaged by site preparation or construction works, the replacement of the forcemain into the Leslie Road travel lane shall be at the Developer's cost.
  - iv. The Developer is required to provide the following at the Developer's cost:
    - Design the proposed development to accommodate future sanitary sewer maintenance or replacement without causing undue cost to the City. Building designs should consider how temporary access will be provided during future construction works.

- Provide a clear and competitive tendering process to ensure that the work paid for by the City represents good value for money. This process must be agreed to by the City prior to tendering or else the City may not be able to fund the works.
- Provide right-of-way(s) for the pump station and related structures, to be refined through the Servicing Agreement drawings and provided to the City at no cost. The right-of-way for the pump station equipment and underground structures and pipes shall be minimum 15.8 m long measured from the new north property line and 8.0 m wide, less a 7.4 m by 2.8 m notch for the building's stairwell at the southwest corner of the right-of-way (see appendix A). The right-of-way shall be on grade and have minimum 5.0 m of vertical clearance, and be accessible by a 7.5 x 2.5 m service truck with 1.3 m stabilizers. Both the SRW and the parking area for the truck shall be flat. The SRW shall be designed to accommodate:
  - A BC Hydro transformer with minimum 3.0 m clearance between the PMT and any other electrical components such as the generator or kiosk. The SRW for the PMT shall be designed to BC Hydro's specifications.
  - An approximately 1.5 x 2.6 m kiosk. There shall be minimum 1.0 m clearance on the short sides of the kiosk and 2.0 m clearance on the long sides, or as required to allow for safe access of the doors located on all four faces of the kiosk. A line-of-sight must be maintained between the kiosk and the wet well hatches.
  - An approximately 3.0 x 1.5 m emergency generator with minimum 1.0 m clearance on all sides.
  - Any other equipment or utilities required to service the pump station, including underground conduits and water service connection.
- Provide additional SRW for the 10.0 m-tall SCADA antenna, unless located within the boulevard. The antenna SRW shall be on grade and have no overhanging structures.
- Provide enough space for a 7.5 x 2.5 m service truck with 1.3 m stabilizers to access the pump station hatch for removal of the pump during servicing, usually once per year, while maintaining pedestrian movement around the working area. The parking area for the truck shall be flat and paved with broom-finished concrete with expansion/contraction joints.
- Provide and maintain a removable enclosure around the pump station equipment. The detailed design of the enclosure will be done through the Servicing Agreement, however the enclosure itself is considered to be part of the building design and will be maintained by the Owner. The enclosure must:
  - Exhaust the generator.
  - Not obstruct any equipment access doors (e.g., doors on all sides of the kiosk).
  - Exclude fixed structures (i.e. walls, columns, etc.).
  - Enable a single operator to easily access and use all the equipment within the enclosure under all conditions (including during power outages).
  - Enable an equipment operator to maintain a line of sight with the pump station from every portion of the pump station equipment.
  - Be durable and low-maintenance.
  - Provide for the convenient, cost-effective removal, repair, replacement, and installation of equipment (e.g., PMT, generator, and kiosk) and related features within the enclosure.
- Protect the existing sanitary sewers during the development's construction. Pre- and post- ground improvement and construction surveys and CCTV will be required. Any damage to be repaired and any required replacement shall be at the Developer's sole cost.
- Extend the existing 450 mm Sanitary main at Leslie Road from existing manhole SMH57098 approximately 26 m to the west, complete with a new manhole at the west end of the new main and at the tie-in to the to the existing north-south aligned 350 mm sanitary sewer.
- Provide a 450 mm sanitary main going south from the new manhole at Leslie Road and tie-in to the new Leslie sanitary pump station.
- Tie-in the existing 350 mm FRP sanitary main aligned north-south along the east property line of 4660 No. 3 Road to the proposed 450 mm sanitary main along Leslie Road via a new manhole.



- Convert the existing Leslie sanitary pump station wet well into a manhole and extend north the existing 200 mm sanitary main aligned north-south along the east property line of 4700 No 3 Road and connect it to the new manhole just north of the existing Leslie sanitary pump station.
- Install a new sanitary service connection, complete with inspection chamber.

v. At Developers cost, the City is to:

- Complete all tie-ins of the proposed works to existing City infrastructure.

e) General Items:

i. As the geotechnical report provided by the Developer indicates there will be significant settlement caused by preload, resulting in an unacceptable level of risk to critical infrastructure, preloading of the site will only be permitted if:

- Physical mitigation measures to the satisfaction of the GM of Engineering and Public Works are implemented to protect City infrastructure.
- Approval is provided by the GM of Engineering and Public Works.

ii. The Developer is required to:

- Review street lighting levels along the No. 3 Road and Leslie Road frontage and upgrade lighting as required.
- Building overhangs above SRW will be permitted but must accommodate machinery movements to excavate existing mains. Consultant assessment will be required.
- Coordinate with BC Hydro, Telus and other private communication service providers:
  - To pre-duct for future hydro, telephone and cable utilities along all road frontages.
  - When relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
  - To locate all above-ground utility cabinets and kiosks required to service the proposed development within the development site (see list below for examples). A functional plan showing conceptual locations for such infrastructure shall be included in 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 requirements (e.g., statutory right-of-way dimensions) and the locations for the above-ground structures. If a private utility company does not require an above-ground structure, that company shall confirm this via a letter to be submitted to the City. The following are examples of statutory right-of-ways that shall be shown in the functional plan and registered prior to Servicing Agreement design approval:

BC Hydro PMT	4 m x 5 m	(width x depth)
BC Hydro LPT	3.5 m x 3.5 m	
Street light kiosk	1.5 m x 1.5 m	
Traffic signal kiosk	1 m x 1 m	
Traffic signal UPS	2 m x 1.5 m	
Shaw cable kiosk	1 m x 1 m	show possible location in functional plan
Telus FDH cabinet	1.1 m x 1 m	show possible location in functional plan

- Enter into, if required, additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering, including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, ground improvements or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

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

23. Incorporation of special features in Building Permit (BP) plans as determined via the Rezoning and/or Development Permit processes (e.g., accessibility, sustainability, TDMs).
24. The applicant is required to demonstrate to the City that approval from TransLink has been granted in writing, including for the items listed in item #12 above to ensure protection of transit infrastructure.
25. 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.
26. If applicable, payment of Latecomer Agreement charges, plus applicable interest associated with eligible latecomer works.
27. 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.

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Signed

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Date





**Richmond Official Community Plan Bylaw 7100  
Amendment Bylaw 9215 (RZ 14-672055)  
4700 No. 3 Road**

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

1. Richmond Official Community Plan Bylaw 7100, Schedule 2.10 (City Centre Area Plan), is amended by:
  - a) Repealing the existing Overlay Boundary - Village Centre Bonus Map (2031) on page M-4 of the CCAP and replacing it with the revised Overlay Boundary - Village Centre Bonus Map (2031) as contained in Schedule A attached to and forming part of this bylaw.
  - b) Inserting the following text in Specific Land Use Map: Aberdeen Village – Detailed Transect Descriptions (Maximum Average Net Development Site Density for Urban Centre (T5) Village Centre Bonus) on page M-13 of the CCAP, in alphabetical order:

“c)the southeast corner of Leslie Road and No. 3 Road the Village Centre Bonus shall be maximum of 1.5 FAR for the provision of office uses only.”
  - and renumbering the current “c” to “d”.
2. This Bylaw may be cited as **“Richmond Official Community Plan Bylaw 7100, Amendment Bylaw 9215”**.

FIRST READING

PUBLIC HEARING

SECOND READING

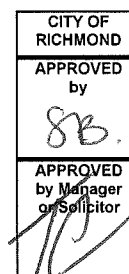
THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

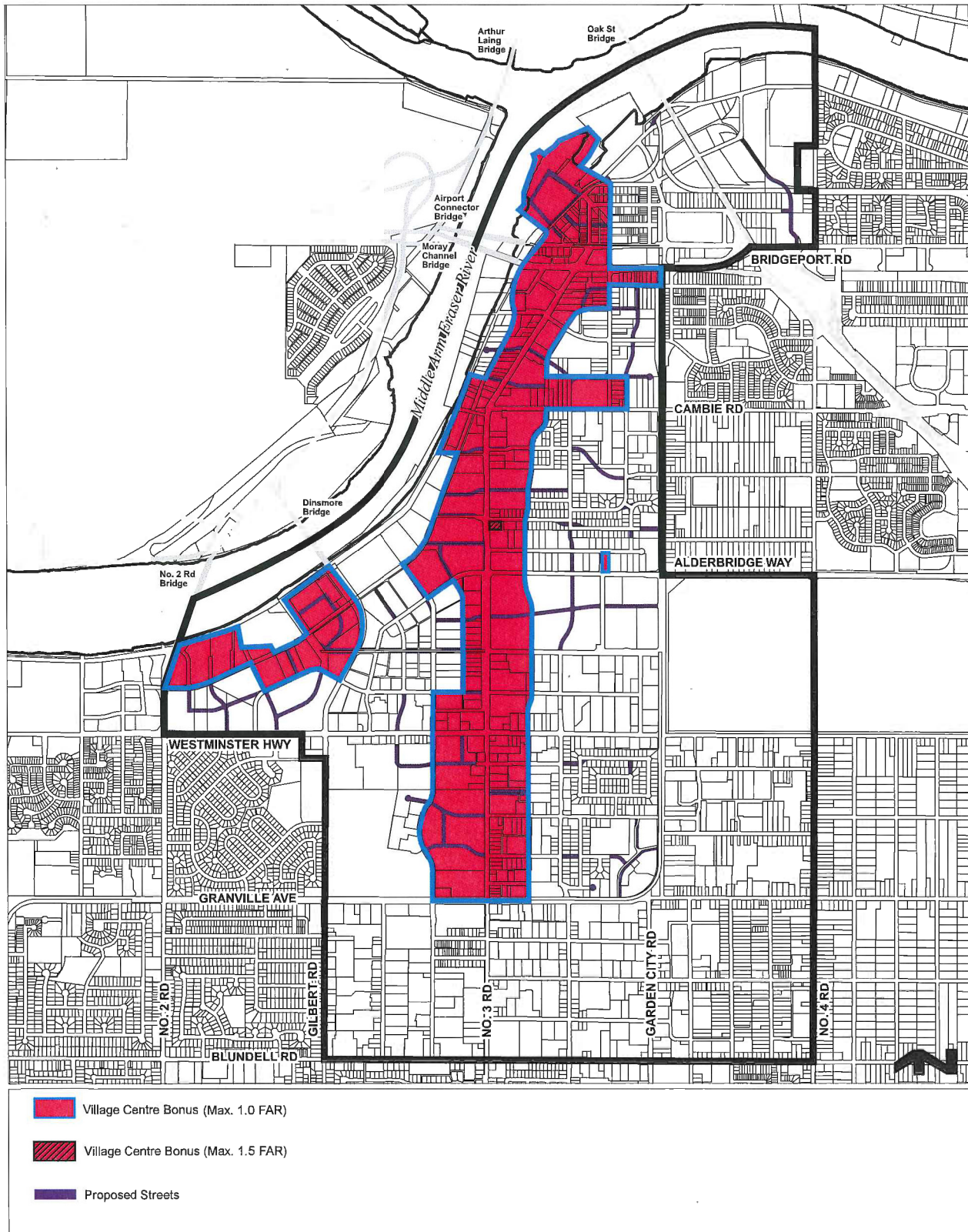
\_\_\_\_\_  
MAYOR

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



**Overlay Boundary - Village Centre Bonus Map (2031)**

Bylaw 9593  
2017/05/08







Richmond Zoning Bylaw 8500  
Amendment Bylaw 9216 (RZ 14-672055)  
4700 No. 3 Road

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

1. Richmond Zoning Bylaw 8500 is amended by inserting into Section 22 (Site Specific Commercial Zones), in numerical order:

**"22.44 High Rise Office Commercial (ZC44) – Aberdeen Village**

**22.44.1 Purpose**

The **zone** provides for a range of commercial related **uses** in the **City Centre**. The zone provides for **density bonuses** that would be used for rezoning applications in the Village Centre Bonus Map area of the **City Centre** to achieve **City** objectives for amenity and commercial **use**.

**22.44.2 Permitted Uses**

- government service
- health service, minor
- office
- restaurant
- retail, convenience
- retail, general
- service, business support
- service, financial
- service, household repair
- service, personal

**22.44.3**

**Secondary Uses**

- n/a

**22.44.4 Permitted Density**

1. The maximum **floor area ratio** of the **site** is 2.0.
2. Notwithstanding Section 22.44.4.1, the reference to "2.0" is increased by a maximum **density bonus floor area ratio** of 1.0 provided that:
  - a) the **lot** is located within the Village Centre Bonus Area designated by the City Centre Area Plan;
  - b) the **owner** uses the **density bonus floor area ratio** of 1.0 for **office use** only; and

- c) if, at the time **Council** adopts a zoning amendment bylaw to create the **zone** and/or to include the **lot** in the **zone**, the **owner** pays a sum to the City (*City Centre Facility Development Fund*) calculated as 5% of the **density bonus floor area ratio** (i) multiplied by the "equivalent to construction value" rate of \$6,997 /sq. m., if the payment is made within one year of third reading of the zoning amendment bylaw, or (ii) thereafter, multiplied by the "equivalent to construction value" rate of \$6,997 /sq. m. adjusted by the cumulative applicable annual changes to the Statistics Canada "Non-residential Building Construction Price Index" for Vancouver, where such change is positive.
3. Notwithstanding Section 22.44.4.1 and Section 22.44.4.2, the maximum **floor area ratio** is increased by an additional maximum **density bonus floor area ratio** of 0.5 provided that:
- a) the **lot** is located within the Village Centre Bonus Area designated by the City Centre Area Plan;
  - b) the **owner** uses the additional **density bonus floor area ratio** of 0.5 for **office use** only; and
  - c) if, at the time **Council** adopts a zoning amendment bylaw to create the **zone** and/or to include the **lot** in the **zone**, the **owner** pays a sum to the City (*City Centre Facility Development Fund*) calculated as 10% of the additional **density bonus floor area ratio** (i) multiplied by the "equivalent to construction value" rate of \$6,997 /sq. m., if the payment is made within one year of third reading of the zoning amendment bylaw, or (ii) thereafter, multiplied by the "equivalent to construction value" rate of \$6,997 /sq. m. adjusted by the cumulative applicable annual changes to the Statistics Canada "Non-residential Building Construction Price Index" for Vancouver, where such change is positive.

#### **22.44.5 Permitted Lot Coverage**

- 1. The maximum **lot coverage** for **buildings** is 90%.

#### **22.44.6 Yards & Setbacks**

- 1. Minimum setbacks from **lot lines** and areas granted to the **City** via statutory **right-of-way** for **road** and **lane** purposes shall be:
  - a) for No. 3 Road, 6.0 m;
  - b) for Leslie Road, 6.0 m, but this may be reduced to 3.0 m subject to a Development Permit approved by the **City**;
  - c) for **rear yards, lanes** and **lanes** that are **roads**, 0.0 m; and
  - d) for **interior side yards**, 0.0 m.
- 2. The minimum **setbacks** from the drip line of the Canada Line shall be 6.0 m.

#### **22.44.7 Permitted Heights**

- 1. The maximum **height** for **principal buildings** is 35.0 m.
- 2. The maximum **height** for **accessory buildings** and **structures** is 5.0 m.

**22.44.8 Subdivision Provisions/Minimum Lot Size**

1. The minimum **lot area** is 2,000 sq. m.
2. There are no minimum **lot width** and **lot depth** requirements.

**22.44.9 Landscaping & Screening**

1. **Landscaping** and **screening** shall be provided according to the provisions of Section 6.0.

**22.44.10 On-Site Parking and Loading**

1. On-site **vehicle** and bicycle **parking spaces** and **loading spaces** shall be provided according to the standards set out in Section 7.0.
2. Notwithstanding Section 22.44.10.1, for the purposes of this **zone**, the minimum parking requirement is 3.75 spaces per 100.0m<sup>2</sup> of **gross leasable floor area** on the first 2 floors of a **building**; and 1.275 spaces per 100.0m<sup>2</sup> of **gross leasable floor area** for all floors above the first 2 floors of a **building**.
3. Notwithstanding Section 22.44.10.1, for the purposes of this **zone**, a maximum of 16 **parking spaces** in a **tandem arrangement** and limited to employee parking only is permitted. Any pair of **parking spaces** in a **tandem arrangement** must be assigned to the same tenant/unit.

**22.44.11 Other Regulations**

1. For the purposes of this **zone**, only the following **uses** are permitted to be located above the first 2 floors of a **building**: **government service, minor health service, office, and financial service**.
  2. In addition to the regulations listed above, the General Development Regulations in Section 4.0 and the Specific Use Regulations in Section 5.0 apply."
2. 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 "**HIGH RISE OFFICE COMMERCIAL (ZC44) – ABERDEEN VILLAGE**".

P.I.D. 003-795-705

Lot 95 Section 33 Block 5 North Range 6 West New Westminster District Plan 56151

3. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 9216”**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
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CITY OF RICHMOND
APPROVED by SP.
APPROVED by Director or Solicitor RK

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



# City of Richmond

## Report to Committee Planning and Development Division

**To:** Planning Committee  
**From:** Wayne Craig  
Director, Development

**Date:** November 29, 2017

**File:** RZ 17-784715

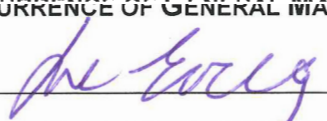
**Re:** Application by Rav Bains for Rezoning at 9071 Dayton Avenue from  
the "Single Detached (RS1/B)" Zone to the "Single Detached (RS2/K)" Zone

### Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9790, for the rezoning of 9071 Dayton Avenue from the "Single Detached (RS1/B)" zone to the "Single Detached (RS2/K)" zone, be introduced and given first reading.

  
Wayne Craig  
Director, Development

JR:blg  
Att. 7

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



## **Staff Report**

### **Origin**

Rav Bains has applied to the City of Richmond for permission to rezone 9071 Dayton Avenue from the “Single Detached (RS1/B)” zone to the “Single Detached (RS2/K)” zone, to permit the property to be subdivided to create two single-family lots with vehicle access from Dayton Avenue (Attachment 1). The proposed subdivision is shown in Attachment 2. There is an existing single-family dwelling on the property, which would be demolished.

### **Findings of Fact**

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

### **Surrounding Development**

Development immediately surrounding the subject site is as follows:

- To the North and West: Townhouse dwellings on a lot zoned “Low Density Townhouses (RTL2)”, with vehicle access from Dayton Avenue and Dixon Avenue.
- To the South, across Dayton Avenue: A single-family dwelling on a lot zoned “Single Detached (RS1/B)”, with vehicle access from Myron Court.
- To the East: A single-family dwelling on a lot zoned “Single Detached (RS1/B)”, with vehicle access from Dayton Avenue.

### **Related Policies & Studies**

#### **Official Community Plan/Ash Street Sub-Area Plan**

The subject property is located in the Broadmoor planning area. The Official Community Plan (OCP) designation for the subject property is “Neighbourhood Residential” (Attachment 4). The proposed rezoning is consistent with this designation.

The subject property is located within the area governed by the Ash Street Sub-Area Plan contained in the OCP. The land use designation for the subject property is “Low Density Residential.” The Ash Street Sub-Area Plan permits the development of lands that are not located within one of 10 designated infill sites shown on the Land Use Map (Attachment 5) to be reviewed by the City’s normal development application process. The City has considered a number of applications in this manner, which have resulted in a number of single-family lots between 9 m and 10 m wide. The proposed rezoning would permit a subdivision to create two 10.1 m wide lots. The proposed rezoning and subdivision are consistent with the land use designation and policies contained in the Ash Street Sub-Area Plan.

**Floodplain Management Implementation Strategy**

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

**Public Consultation**

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

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

**Analysis****Transportation and Site Access**

Vehicle access is proposed via separate driveways to each new lot from Dayton Avenue.

**Tree Retention and Replacement**

The applicant has submitted a Certified Arborist's Report, which identifies on-site and off-site tree species, assesses tree structure and condition, and provides recommendations on tree retention and removal relative to the proposed development. There are no trees located on the subject property, but the Report assesses one street tree on City property (Attachment 6).

The City Parks Department has reviewed the Arborist's Report and assessed the City-owned tree in the boulevard, and provided the following comments:

- One Plum tree (Tag # ci1) is in poor health and should be removed. A \$650 contribution to the City's Tree Compensation Fund is required for replanting.
- One Laurel shrub is in poor health and should be removed. No compensation is required for shrubs.

***Tree Replacement***

There are no bylaw-sized trees on the subject property. The applicant has agreed to plant a minimum of two trees on each lot proposed, for a total of four trees. The required new trees must meet the minimum standard for replacement trees in Richmond Tree Protection Bylaw No. 8057 (i.e. min. 6 cm caliper deciduous tree or 3.5 m tall conifer). Prior to final adoption of the rezoning bylaw, the applicant must provide a \$2,000 Landscaping Security to ensure that the agreed upon trees are planted.

One Cedar hedgerow on a neighbouring property, 9091 Dayton Avenue, is in poor condition and will be removed. The property owner has given verbal support for replacement of the hedge. Written authorization is required prior to removal of the existing hedge. The replacement hedge will be minimum 2.0 m tall hedging Cedars, to match the existing hedge along the front lot line. Prior to final adoption of the rezoning bylaw, the applicant must submit a Landscape Plan and Landscape Security for the replacement hedge.

### **Affordable Housing Strategy**

The Affordable Housing Strategy for single-family rezoning applications requires a secondary suite or coach house on 100% of new lots created; a secondary suite or coach house on 50% of new lots created together with a cash-in-lieu contribution to the City's Affordable Housing Reserve Fund of \$4.00/ft<sup>2</sup> of the total buildable area of the remaining lots; or, where a secondary suite cannot be accommodated in the development, a cash-in-lieu contribution to the Affordable Housing Reserve Fund of \$4.00/ft<sup>2</sup> of the total buildable area of the development.

Consistent with the Affordable Housing Strategy, the applicant has proposed to provide a secondary suite in each of the dwellings to be constructed on the new lots, for a total of two suites. Prior to final adoption of the rezoning bylaw, the applicant must register a legal agreement on Title to ensure that no final Building Permit inspection is granted until a secondary suite is constructed on both of the two future lots, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.

### **Site Servicing and Frontage Improvements**

At Subdivision stage, the applicant is required to pay the current year's taxes, Development Cost Charges (City and GVS & DD), School Site Acquisition Charge, Address Assignment Fees, and the costs associated with the completion of the servicing works as described in Attachment 7.

### **Financial Impact or Economic 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**

The purpose of this application is to rezone 9071 Dayton Avenue from the "Single Detached (RS1/B)" zone to the "Single Detached (RS2/K)" zone, to permit the property to be subdivided to create two single-family lots with vehicle access from Dayton Avenue.

This rezoning application complies with the land use designations and applicable policies for the subject property contained in the OCP and Richmond Zoning Bylaw 8500.

The list of rezoning considerations is included in Attachment 7, which has been agreed to by the applicant (signed concurrence on file).

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 9790 be introduced and given first reading.



Jordan Rockerbie  
Planning Technician  
(604-276-4092)

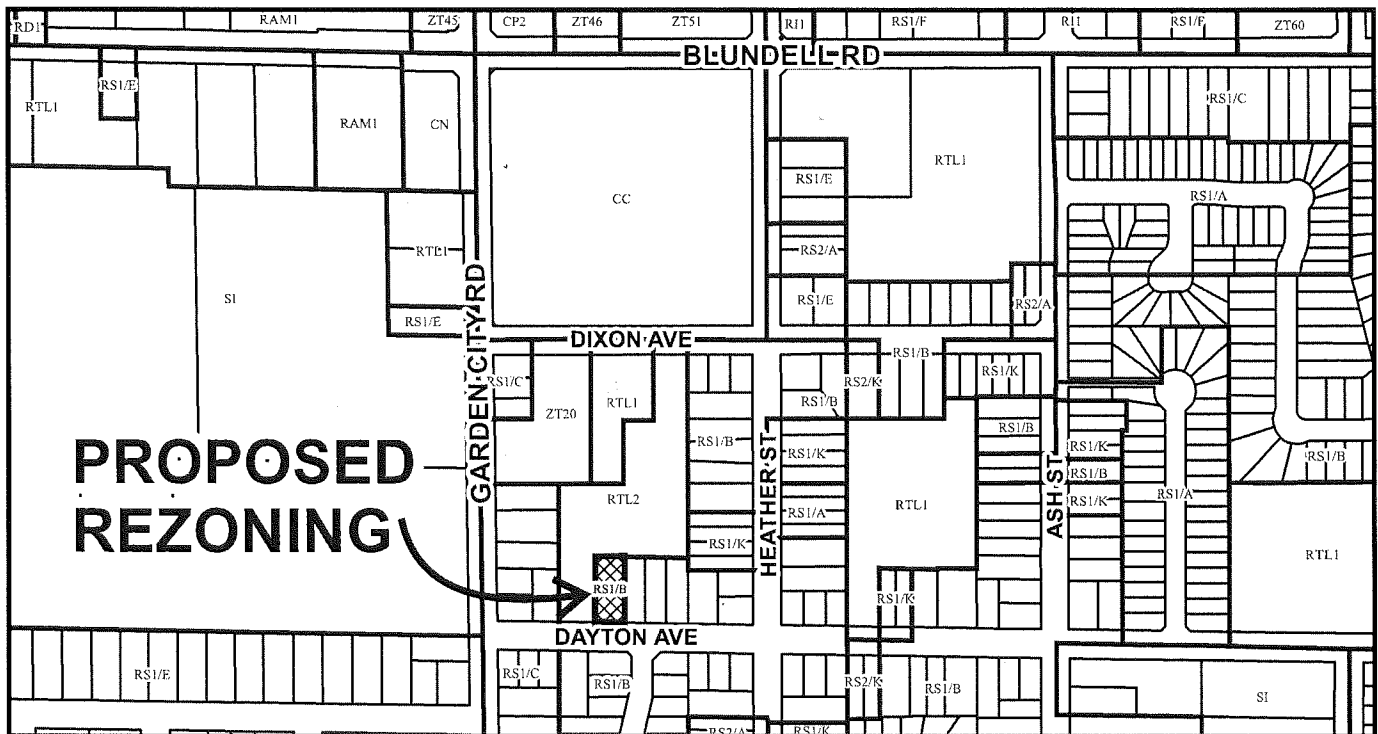
JR:blg

Attachments:

- Attachment 1: Location Map and Aerial Photo
- Attachment 2: Proposed Subdivision Plan
- Attachment 3: Development Application Data Sheet
- Attachment 4: Broadmoor Area OCP Land Use Map
- Attachment 5: Ash Street Sub-Area Plan Land Use Map
- Attachment 6: Tree Management Plan
- Attachment 7: Rezoning Considerations



# City of Richmond



## RZ 17-784715

Original Date: 09/28/17

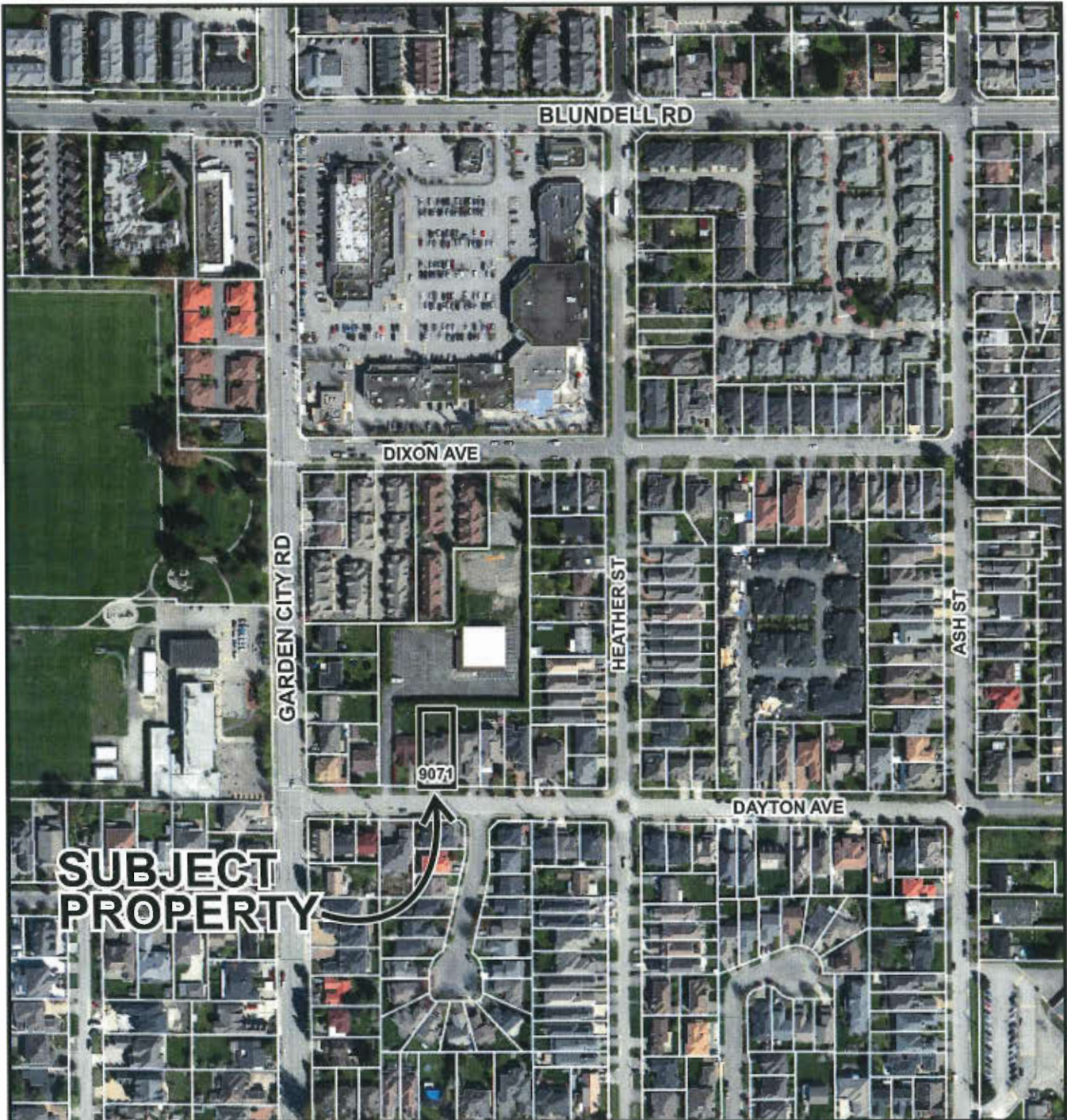
Revision Date:

Note: Dimensions are in METRES





# City of Richmond



RZ 17-784715

Original Date: 09/28/17

Revision Date:

Note: Dimensions are in METRES

CNCL - 254

# TOPOGRAPHIC SURVEY AND PROPOSED SUBDIVISION OF LOT 269 SEC.22 BLK 4 N. RGE 6 W N.W.D. PLAN 51918

SCALE 1 : 200

0 5 10 15 20 m

STRATA PLAN EPS3728

ALL DISTANCES ARE IN METRES AND DECIMALS THEREOF

ALL DISTANCES ARE IN METERS AND DECIMALS THEREOF

CIVIC ADDRESS:

9071 DAYTON AVENUE, RICHMOND, B.C.

PID: 003-332-993

BENCHMARK

AN 1207

ELEVATIONS ARE BASED ON:

CITY OF RICHMOND SECONDARY

BENCH MARK #478

ELEVATION = 1.459 METRE

GEODETIC DATUM = CVD28GVRD

DERIVED FROM HPN#190 TO HPN#202

**LEGEND:**

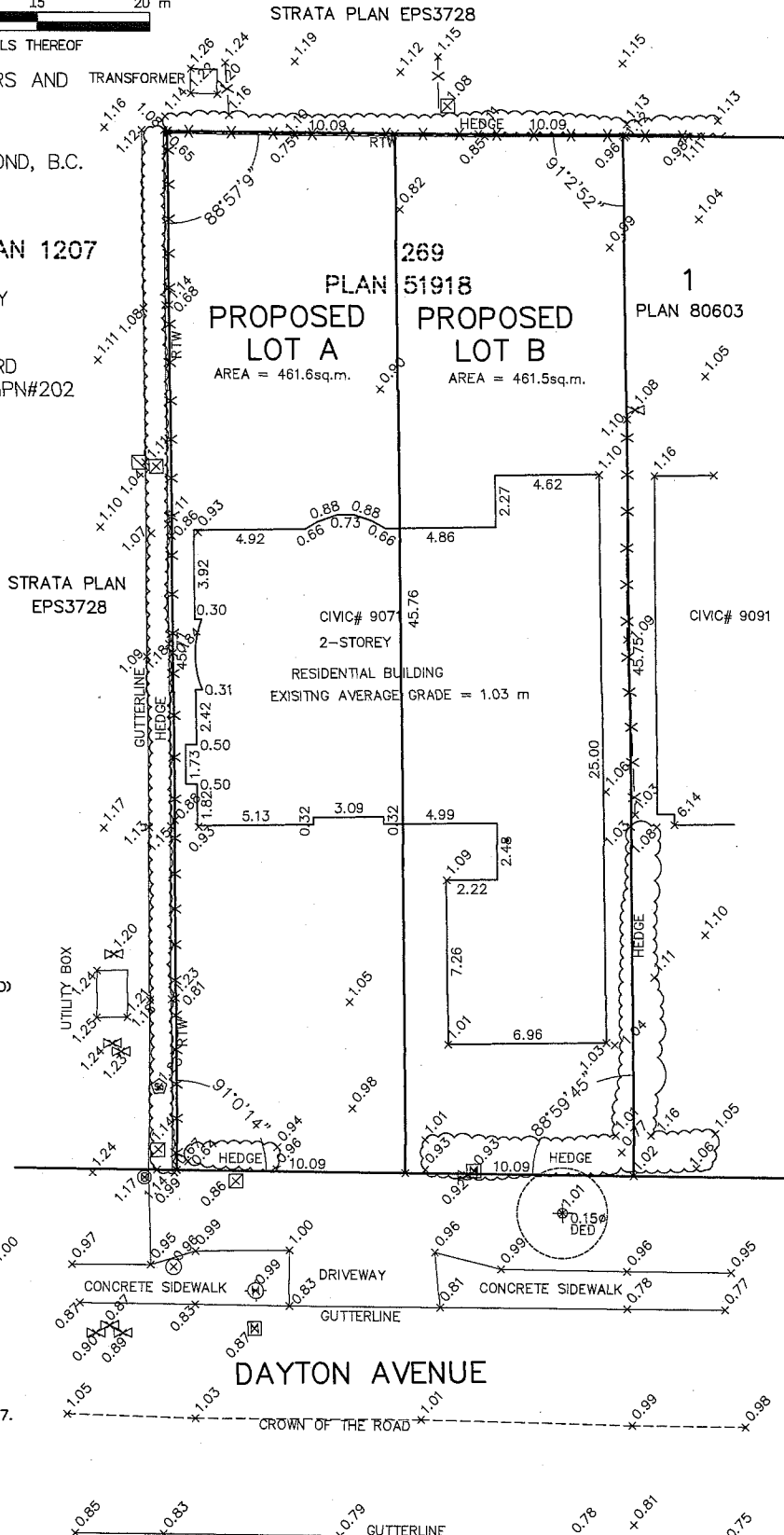
- +12.34 GROUND ELEVATION
- TREE WITH DRIPLINE (TIED AT POINT OF ENTRY INTO THE GROUND)
- LEGAL IRON PIN
- x-x FENCE
- CATCH BASIN
- WATER VALVE
- WATER METER
- GAS VALVE
- SIGN POST
- FIRE HYDRANT
- MANHOLE

RTW RETAINING WALL  
DED DECIDUOUS

PROPERTY LINE DIMENSIONS BASED ON FIELD SURVEY.

CERTIFIED CORRECT ACCORDING TO FIELD SURVEY THIS 24TH DAY OF AUGUST, 2017.

*Richard Fu*  
RICHARD S. FU B.C.L.S.



DAYTON AVENUE

CROWN OF THE ROAD



3617 McKay Place  
RICHMOND BC V6X 3R6  
TEL: 604-313-2883  
FILE: 1707-017

THIS PLAN WAS PREPARED FOR MUNICIPAL PURPOSE AND IS FOR THE EXCLUSIVE USE OF OUR CLIENT. THIS DOCUMENT SHOWS THE RELATIVE LOCATION OF THE SURVEYED STRUCTURES AND FEATURES WITH RESPECT TO THE BOUNDARIES OF THE PARCEL DESCRIBED HEREIN. THIS DOCUMENT SHALL NOT BE USED TO DEFINE PROPERTY LINES OR PROPERTY CORNERS. THE SIGNATURE OF THE SURVEYOR DOES NOT CONSTITUTE A GUARANTEE OF THE ACCURACY OF THE INFORMATION CONTAINED HEREIN. THE SURVEYOR ACCEPTS NO LIABILITY OR LIABILITY FOR ANY DAMAGES THAT MAY BE SUFFERED BY A THIRD PARTY AS A RESULT OF ANY DECISIONS MADE, OR ACTIONS TAKEN BASED ON THIS DOCUMENT.



**RZ 17-784715**

**Attachment 3**

Address: 9071 Dayton Avenue

Applicant: Rav Bains

Planning Area(s): Broadmoor – Ash Street Sub-Area Plan

	Existing	Proposed
<b>Owner:</b>	Paramjit Singh Khalon	To be determined
<b>Site Size (m<sup>2</sup>):</b>	923.2 m <sup>2</sup>	Two lots, 461.6 m <sup>2</sup> each
<b>Land Uses:</b>	One single-family dwelling	Two single-family dwellings
<b>OCP Designation:</b>	Neighbourhood Residential	No change
<b>Area Plan Designation:</b>	Low Density Residential	No change
<b>Zoning:</b>	Single Detached (RS1/B)	Single Detached (RS2/K)

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.55 for lot area up to 464.5 m <sup>2</sup> plus 0.3 for area in excess of 464.5 m <sup>2</sup>	Max. 0.55 for lot area up to 464.5 m <sup>2</sup> plus 0.3 for area in excess of 464.5 m <sup>2</sup>	none permitted
Buildable Floor Area (m <sup>2</sup> ):*	Max. 253.83 m <sup>2</sup> (2,732.15 ft <sup>2</sup> )	Max. 253.83 m <sup>2</sup> (2,732.15 ft <sup>2</sup> )	none permitted
Lot Coverage (% of lot area):	Building: Max. 45% Non-porous Surfaces: Max. 70% Landscaping: Min. 20%	Building: Max. 45% Non-porous Surfaces: Max. 70% Landscaping: Min. 20%	none
Lot Size:	Min. 315.0 m <sup>2</sup>	461.6 m <sup>2</sup>	none
Lot Dimensions (m):	Width: Min. 10.0 m Depth: Min. 24.0 m	Width: 10.09 m Depth: 45.75 m	none
Setbacks (m):	Front: Min. 6.0 m Side: Min. 1.2 m Rear: Min. 20% of lot depth for up to 60% of principal dwelling, 25% of lot depth for remainder, up to 10.7 m	Front: Min. 6.0 m Side: Min. 1.2 m Rear: Min. 9.15 for up to 60% of principal dwelling, 10.7m for remainder	none
Height (m):	Max. 9.0 m	Max. 9.0 m	none

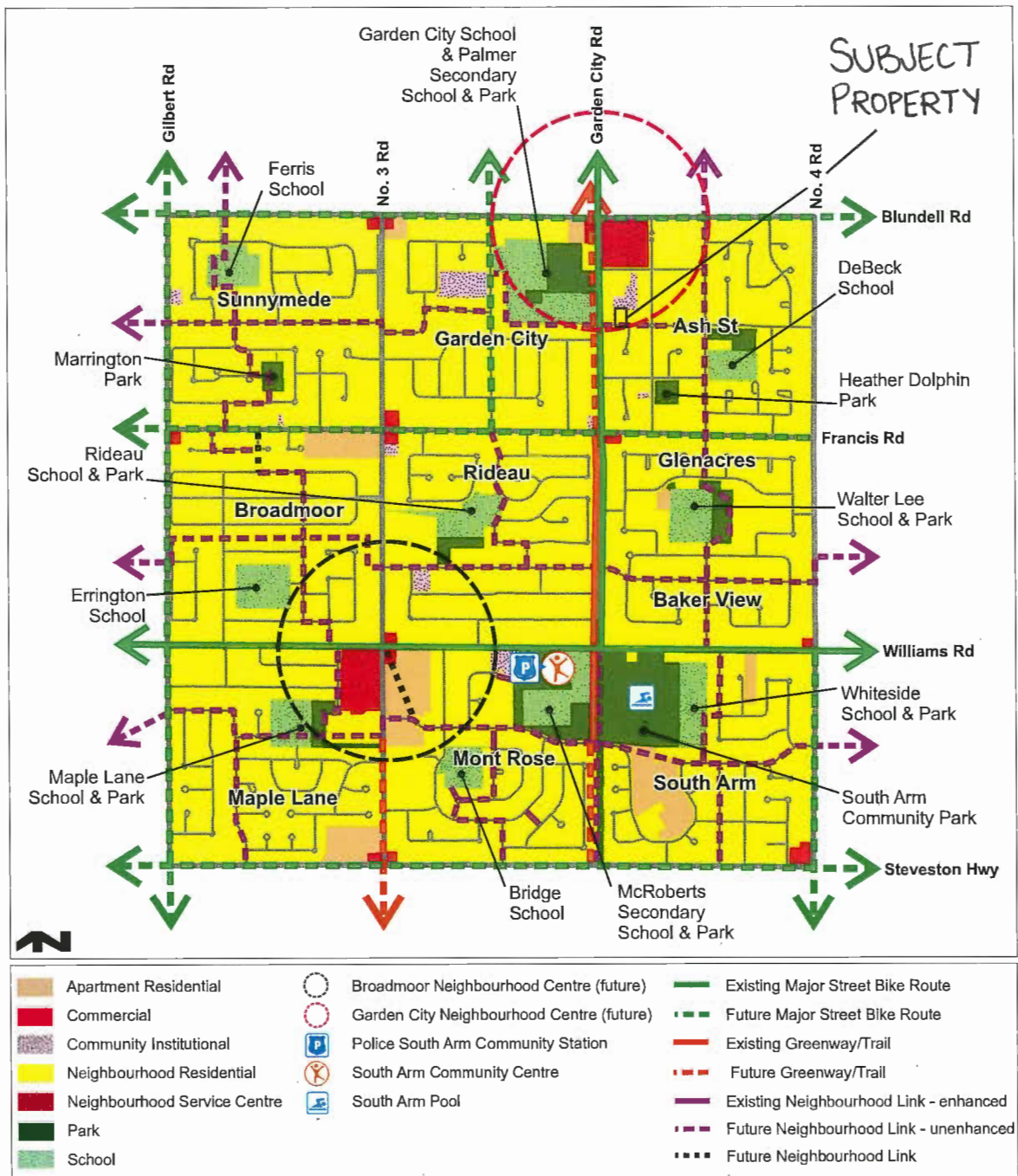
Other: Tree replacement compensation required for loss of significant trees.

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





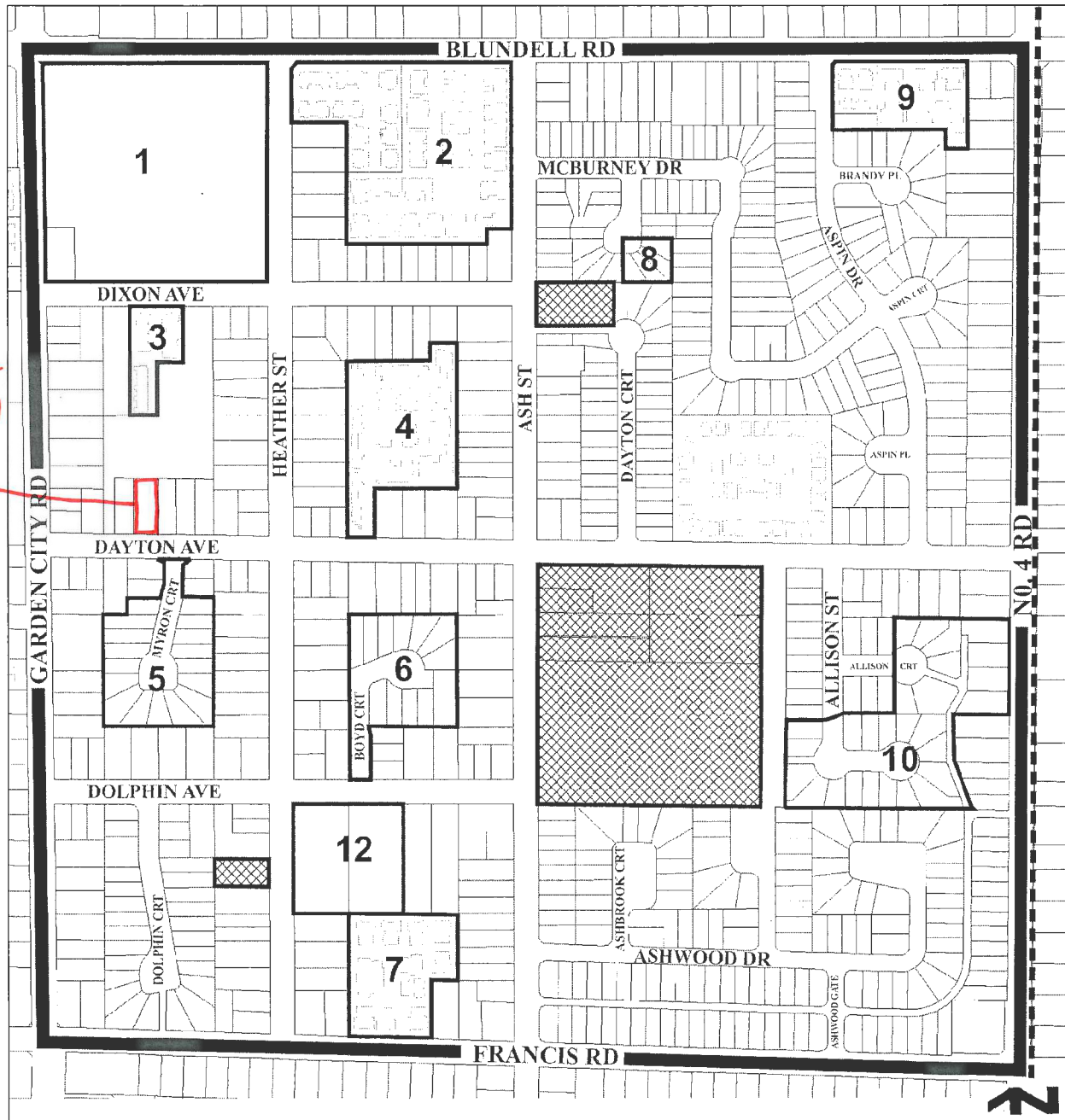
## 6. Broadmoor



City of Richmond

# Land Use Map

 Bylaw 9489  
 2016/07/18

 SUBJECT  
 PROPERTY


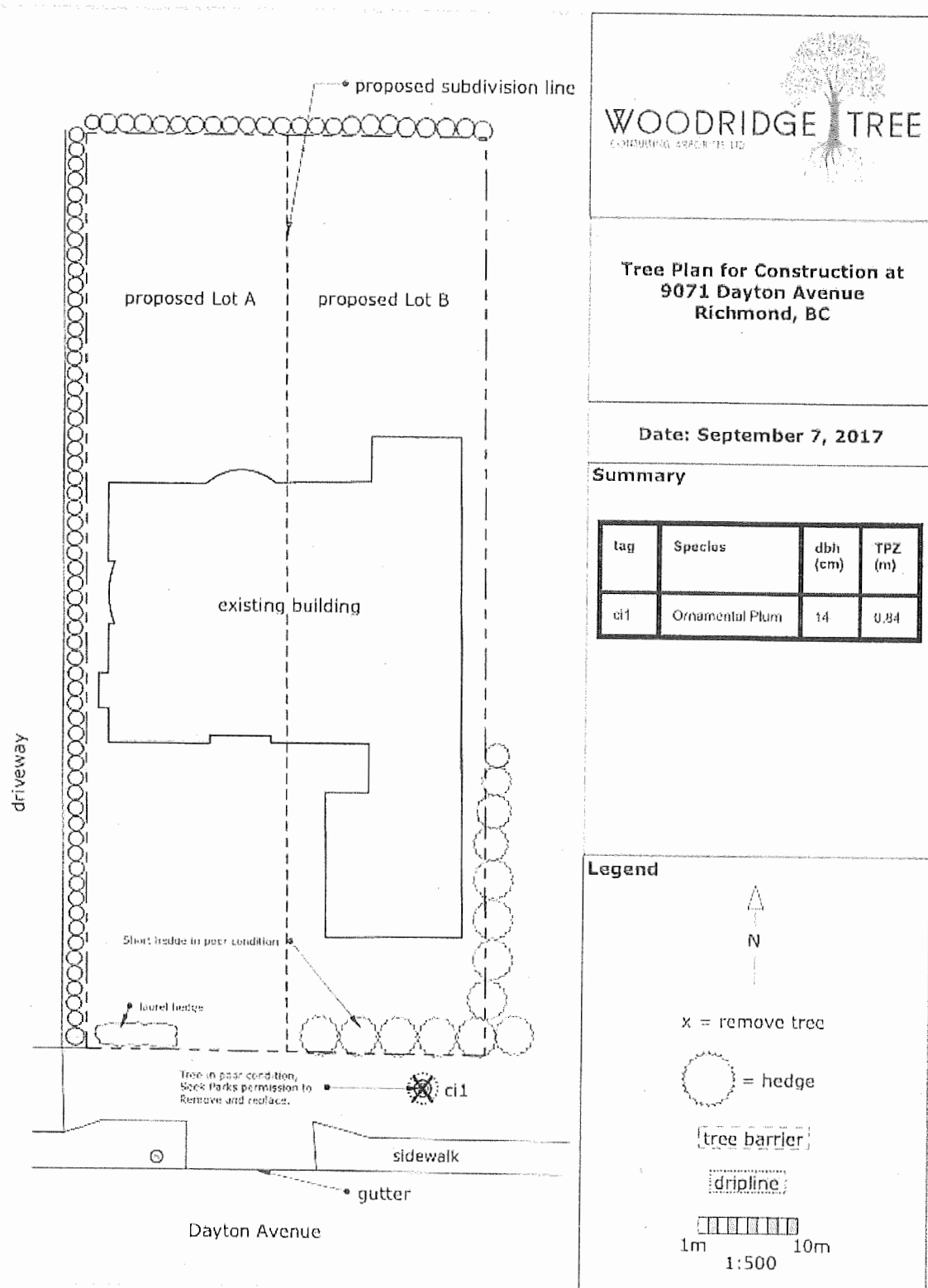
----- ALR Boundary

— Area Boundary

Public, Institutional &  
Open SpaceLow Density  
ResidentialDesignated Infill  
Areas – Refer to  
Table: 1

CNCL - 258







**Address:** 9071 Dayton Avenue

**File No.:** RZ 17-784715

**Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9790, the developer is required to complete the following:**

1. Submission of a Landscape Security in the amount of \$2,000 (\$500/tree) to ensure that a total of two new trees are planted and maintained on each lot proposed (for a total of four trees); minimum 6 cm deciduous caliper or 3.5 m high conifers).
2. Submission of a Landscape Plan, prepared by a Registered Landscape Architect, showing the proposed replacement hedge between 9071 and 9091 Dayton Avenue. The Landscape Plan must include a cost estimate for the works plus a 10% contingency, which will be used to determine the required Landscape Security. The replacement hedge is to be minimum 2.0 m tall hedging Cedars, to match the existing hedge on the front lot line of 9091 Dayton Avenue.
3. City acceptance of the developer's offer to voluntarily contribute \$650 to the City's Tree Compensation Fund for the planting of replacement trees within the City.
4. Registration of a flood indemnity covenant on Title.
5. Registration of a legal agreement on Title to ensure that no final Building Permit inspection is granted until a secondary suite is constructed on both of the two future lots, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.

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

1. 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.

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

1. Payment of the current year's taxes, Development Cost Charges (City and GVS & DD), School Site Acquisition Charge, and Address Assignment Fees.
2. Complete the following servicing works and off-site improvements. These may be completed through a Servicing Agreement\* or a City work order:

*Water Works:*

- Using the OCP Model, there is 167.0 L/s of water available at 20 psi residual at the hydrant located at the frontage of Dayton Avenue. Based on your proposed development, your site requires a minimum fire flow of 95 L/s.
- At the Developer's cost, 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 designs at Building Permit stage.
- At the Developer's cost, the City will:
  - Replace the existing water service connection and meter to service the newly created east lot.
  - Install a new water service connection, complete with meter, to service the west lot.

- Relocate the existing fire hydrant if required by the proposed driveway location.

*Storm Sewer Works:*

- At the Developer's cost, the City will:
  - Cut, cap, and remove all of the existing storm service connections along the property frontage.
  - Install a new storm service connection, complete with inspection chamber and dual service leads, at the adjoining property line of the newly created lots.

*Sanitary Sewer Works:*

- At the Developer's cost, the Developer is required to:
  - Check the existing sanitary service connection serving the subject site (SCON3118.). Confirm the material and condition of the pipes. If deemed acceptable by the City, the existing service connection may be retained. In the case that the service connection is not in a condition to be re-used, the service connection shall be replaced by the City, at the Developer's cost, as described below.
- At the Developer's cost, the City will:
  - Install two new sanitary service connections, complete with inspection chambers, to service the newly created lots if the condition of the existing sanitary service connection SCON3118 is not satisfactory.
  - Cut and cap the existing sanitary service connection SCON3188 if the condition of the pipes is not satisfactory.
  - Install only one new service connection and inspection chamber to service the east lot, if SCON3118 may be retained to service the west lot.

*Frontage Improvements:*

- The Developer is required to:
  - Coordinate with BC Hydro, Telus and other private communication service providers:
    - 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 coordinate their locations (e.g. Vista, PMT, LPT, Shaw cabinets, Telus Kiosks, etc.). These should be located onsite.

*General Items:*

- The Developer is required to:
  - Enter into, if required, additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering, including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

**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 9790 (RZ 17-784715)  
9071 Dayton Avenue**

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

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

P.I.D. 003-332-993

Lot 269 Section 22 Block 4 North Range 6 West New Westminster District Plan 51918

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9790"**.

FIRST READING

A PUBLIC HEARING WAS HELD ON


SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

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\_\_\_\_\_  
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CITY OF RICHMOND
APPROVED by 
APPROVED by Director or Solicitor <b>BK</b>

\_\_\_\_\_  
MAYOR

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





# City of Richmond

## Report to Committee Planning and Development Division

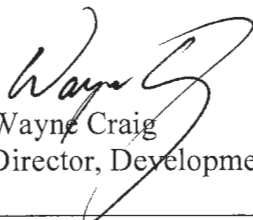
**To:** Planning Committee  
**From:** Wayne Craig  
Director, Development

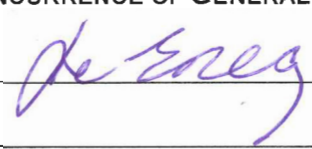

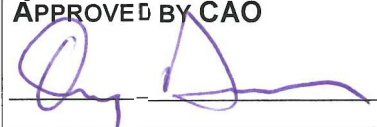
**Date:** November 14, 2017  
**File:** 08-4057-05/LA-Vol 03

**Re:** Amendments to Richmond Zoning Bylaw 8500 to Implement 2017 Affordable Housing Requirements

### Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9760, to update the affordable housing contribution rates and requirements for residential zones, and to increase the density bonus provision for the Downtown Commercial 1 (CDT1) zone, be introduced and given first reading.

  
Wayne Craig  
Director, Development

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Affordable Housing Policy Planning	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	
<b>REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE</b>	<b>INITIALS:</b> 	<b>APPROVED BY CAO</b> 

## Staff Report

### Origin

On July 24<sup>th</sup>, 2017, Council endorsed the Affordable Housing Strategy's final policy recommendations, which included:

- an increase in affordable housing cash-in-lieu contribution rates for single family, townhouse and apartment housing at time of rezoning;
- an increase in the built unit contribution for low-end market rental units in apartment developments, from 5% to 10% of the total residential floor area; and
- a reduction in the threshold for requiring built-units in apartment developments, from more than 80 units to more than 60 units.

Council also approved provisions for in-stream development applications subject to affordable housing contribution requirements. In-stream applications considered by Council prior to July 24, 2017 would be processed under the previous Affordable Housing Strategy policies provided that the application was presented to Council for consideration within one year.

This report presents housekeeping amendments to Richmond Zoning Bylaw 8500 to update the relevant sections of the bylaw which reference affordable housing requirements per endorsed changes to the Affordable Housing Strategy.

This report supports the following Council 2014-2018 Term Goal:

Goal #3 – A Well-Planned Community:

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

#### 3.4 Diversity of housing stock

This report also supports the Social Development Strategy Goal #1: Enhance Social Equity and Inclusion:

*Strategic Direction #1: Expand Housing Choices*

### Analysis

#### Affordable Housing Strategy

The Affordable Housing Strategy (AHS) and the Affordable Housing Reserve Fund Policy 5008 form the City's policy framework to secure affordable housing contributions through development. The City's approach balances securing cash contributions to support the creation of non-market rental units and to administer the strategy, with securing low-end market rental built units in developments. The affordable housing reserve funds are also used to meet specific

housing and support needs of priority groups, as established by Council.

A review of the affordable housing contribution rates undertaken through the Affordable Housing Strategy update determined that existing cash-in-lieu contribution rates were not equal to the value of built units. The increased rates for cash-in-lieu recommended to Council and adopted on July 24<sup>th</sup>, 2017 are more reflective of the actual value of built units.

*New Affordable Housing Contribution Rates as Endorsed by Council*

The new affordable housing contribution rates approved by Council on July 24<sup>th</sup>, 2017 are shown in Figure 1, below. The rates that applied previously are also shown.

**Figure 1: Comparison of Affordable Housing Contribution Rates**

Comparison of Affordable Housing Contribution Rates		
Land Use	Rate as per July 24, 2017	Previous Rate (effective Sept. 24, 2016 )
Single Family	\$4 per square foot	\$2 per square foot
Townhouse	\$8.50 per square foot	\$4 per square foot
Wood-frame apartment and mixed-use developments involving 60 units or fewer	\$10 per square foot	\$6 per square foot for any apartment or mixed-use development involving 80 units or fewer
Concrete apartment and mixed-use developments involving 60 units or fewer	\$14 per square foot	\$6 per square foot for any apartment or mixed-use development involving 80 units or fewer

Affordable housing cash-in-lieu contribution rates apply when the actual construction of affordable housing (AH) units is not required. For example, townhouse developments are not required to build AH units in order to utilize the density bonus specified in the zone. Instead, cash contributions based on the rate applicable to the type of development are provided by the developer for the Affordable Housing Reserve Fund. The accumulated funds are used to support AH projects in Richmond, such as the Storeys Development and the Kiwanis Towers.

Along with the increase in rates described above, Council approved a decrease in the size of apartment project that triggers the requirement for a built unit contribution, from more than 80 to more than 60 units. At the same time, Council approved an increase in the built floor area contribution for apartment projects from 5% to 10% where built units are required.

### Proposed Zoning Bylaw Amendment

The zoning amendments required to implement the affordable housing updates approved by Council have been grouped into three categories for ease of reference and are described below.

#### *Amendments to Affordable Housing Cash-in-Lieu Contribution Rates*

The affordable housing cash-in-lieu contribution rates are outlined in Section 5.15 of Richmond Zoning Bylaw 8500. Section 5.15 currently includes two affordable housing rate tables, each of which refers to the applicable zones and the accompanying sum per buildable square foot, and parameters as to which table is applicable to a development project (Attachment 1).

The first table (Section 5.15.1) reflects the initial cash-in-lieu contribution rates that were implemented in 2007 upon adoption of Richmond's first Affordable Housing Strategy:

- \$1 - 4 per square foot, depending on land use;
- These rates continue to apply to residential developments that were considered by Council (e.g., received first reading) before September 24<sup>th</sup>, 2016;
- There are 39 in-stream rezoning applications that are still eligible to proceed based on these (2007) lower affordable housing rates.

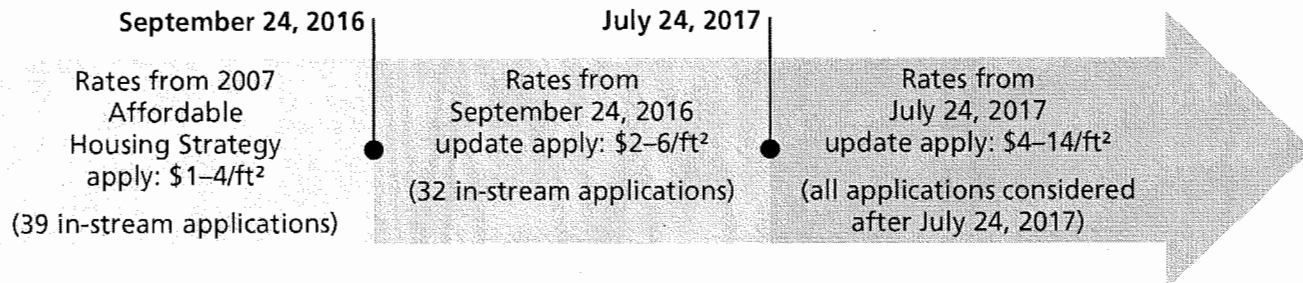
The second table (Section 5.15.1A) reflects the cash-in-lieu contribution rates that were adopted by Council on September 24<sup>th</sup>, 2016: This was the first update to the rates since 2007:

- \$2 - 6 per square foot, depending on land use;
- These rates continue to apply to residential developments that were considered by Council (e.g., received first reading) after September 24, 2016;
- There are 32 in-stream rezoning applications that are still eligible to proceed based on these (2016) affordable housing rates.

A third table is required to be inserted into the Zoning Bylaw to reflect the changes that Council approved on July 24<sup>th</sup>, 2017. This table would state that any rezoning application where an affordable housing contribution is required and where Council considered the rezoning bylaw after July 24<sup>th</sup>, 2017, would be subject to the most recent (and higher) rates.

If the existing tables were simply amended or eliminated to reflect the new affordable housing contribution rates adopted by Council, any in-stream rezoning bylaws reflecting the older rates and already considered by Council would not be able to be adopted as they would be inconsistent with the Zoning Bylaw. The agreed-to rezoning considerations of these applications would need to be amended and approved by Council to reflect the newly adopted rates.

Figure 2, below, shows the affordable housing cash-in-lieu rates over time and how they apply to in-stream applications.

**Figure 2: Applicability of Affordable Housing Cash-in-Lieu Rates Over Time**

### *Amendments to Affordable Housing Built Unit Threshold*

Zoning Bylaw 8500, Amendment Bylaw 9760 also proposes amendments to five existing residential zones to reflect the recommendations endorsed on July 24<sup>th</sup>, 2017:

- Reduce the threshold for requiring built units in apartment development projects from more than 80 units to more than 60 units; and
- Increase the built unit contribution for apartment development projects from 5% to 10% of the total residential floor area of the building.

These zones are:

- Low Density Low Rise Apartments (RAL1, RAL2);
- Medium Density Low Rise Apartments (RMA1, RAM 2, RAM3);
- High Density Low Rise Apartments (RAH1, RAH2);
- Downtown Commercial (CDT1, CDT2, CDT3); and
- Residential/Limited Commercial (RCL1, RCL2, RCL3, RCL4, RCL5).

### *Amendments to the Downtown Commercial (CDT1) Zone to Increase the Density Bonus Provision*

An additional amendment to Section 9.3, the Downtown Commercial (CDT1) zone, will increase the density bonus provision from 0.15 to 0.30. As there are already a number of sites zoned CDT1 in the City Centre, there are challenges to securing affordable housing contributions through Development Permits. The proposed changes to the Zoning Bylaw are an incentive to developers to both achieve the base density and contribute to affordable housing without impacting project feasibility. In addition to the density bonus incentive, the City will continue to consider parking reductions on CDT1 zoned sites provided affordable housing units are provided in the project. Amendments to the CDT1 zone will enable applications already under review by the City to achieve a 0.15 floor area density bonus and contribute only 5% of the total floor area for affordable housing.

### **Public Consultation**

The public will have an opportunity to comment on the proposed amendments at the Public Hearing. Public notification for the Public Hearing for Zoning Bylaw 8500 Amendment Bylaw 9760 as presented in this report will be provided per the *Local Government Act*.



### Financial Impact

The proposed amendments to Richmond Zoning Bylaw 8500 will ensure that Council-endorsed affordable housing cash-in-lieu contribution rates and built units are secured through in-stream and new rezoning applications, and will capture contributions for sites pre-zoned CDT1.

### Conclusion

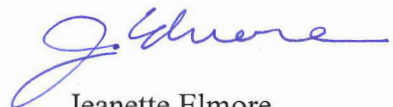
The Council-endorsed rates for affordable housing contributions secured through development applications are proposed to be adopted within the Richmond Zoning Bylaw 8500. This bylaw amendment will:

- Update the rates table and effective dates for new and in-stream applications in Section 5.15,
- Reduce the unit threshold for apartment housing from more than 80 to more than 60,
- Increase the built unit contribution for apartments from 5% to 10% of the total building floor area, and,
- Increase the density bonus provision for the Downtown Commercial (CDT1) zone.

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 9760 be introduced and given first reading.



Barry Konkin  
Program Coordinator, Development  
(604-276-4138)



Jeanette Elmore  
Planner 2, Policy Planning  
(604-247-4660)

JE:cas

Attachment 1: Section 5.15 of the Richmond Zoning Bylaw 8500

## 5.15 Affordable Housing

- 5.15.1 Where an amendment to this bylaw was considered by **Council** before September 24, 2016, and where an **owner** pays into the **affordable housing reserve** according to the **density bonusing** provisions of this bylaw, the following sums shall be used: [Bylaw 9641, Jan 16/17]

Zone	Sum Per Buildable Square Foot of Permitted Principal Building	<small>[Bylaw 9641, Jan 16/17]</small>
RS2/A-K	\$1.00	
RC2	\$1.00	
ZS21	\$1.00	
ZS22	\$1.00	
RI2	\$2.00	
RTL2	\$2.00	
RTL4	\$2.00	
RTM2	\$2.00	
RTM3	\$2.00	

Zone	Sum Per Buildable Square Foot of Permitted <b>Principal Building</b>	[Bylaw 9641, Jan 16/17]
RTH1	\$2.00	
RTH2	\$2.00	
RTH3	\$2.00	
RTH4	\$2.00	
RTP1	\$2.00	
RTP2	\$2.00	
RTP3	\$2.00	
RTP4	\$2.00	
RAL2	\$4.00	
RAM2	\$4.00	
RAM3	\$4.00	
RAH1	\$4.00	
RAH2	\$4.00	
CDT2	\$4.00	
RCL2	\$4.00	
ZHR6	\$4.00	
ZR7	\$2.00	
ZMU19	\$4.00	
ZMU20	\$4.00	
ZMU21	\$4.00	
ZMU22	\$4.00	
ZMU24	\$4.00	
ZMU26	\$4.00	
ZT70	\$2.00	
ZS23	\$1.00	
ZLR26	\$2.00 for <b>housing, town</b> , \$4.00 for <b>housing, apartment</b>	

For the purposes of Section 5.15.1, buildable square foot is the maximum **floor area ratio** and excludes the items not included in the calculation of **density** (e.g., **enclosed parking**; unenclosed **balconies**; common stairwells and common elevator shafts; etc.). [Bylaw 9641, Jan 16/17]

- 5.15.1.A Where an amendment to this bylaw is considered by **Council** after September 24, 2016, and where an **owner** pays into the **affordable housing reserve** according to the **density bonusing** provisions of this bylaw, the following sums shall be used. [Bylaw 9641, Jan 16/17]

Zone	Sum Per Buildable Square Foot of Permitted Principal Building	<small>[Bylaw 9641, Jan 16/17]</small>
RS2/A-K	\$2.00	
RC2	\$2.00	
ZS21	\$2.00	
ZS22	\$2.00	
RI2	\$4.00	
RTL2	\$4.00	
RTL4	\$4.00	
RTM2	\$4.00	
RTM3	\$4.00	
RTH1	\$4.00	
RTH2	\$4.00	
RTH3	\$4.00	
RTH4	\$4.00	
RTP1	\$4.00	
RTP2	\$4.00	
RTP3	\$4.00	
RTP4	\$4.00	
RAL2	\$6.00	
RAM2	\$6.00	
RAM3	\$6.00	
RAH1	\$6.00	
RAH2	\$6.00	
CDT2	\$6.00	
RCL2	\$6.00	
ZHR6	\$6.00	
ZR7	\$4.00	
ZMU19	\$6.00	
ZMU20	\$6.00	

Zone	Sum Per Buildable Square Foot of Permitted <b>Principal Building</b>	[Bylaw 9641, Jan 16/17]
ZMU21	\$6.00	
ZMU22	\$6.00	
ZMU24	\$6.00	
ZMU26	\$6.00	
ZT70	\$4.00	
ZS23	\$4.00	
ZLR26	\$4.00 for <b>housing, town</b> , \$6.00 for <b>housing, apartment</b>	
ZMU33	\$4.00	[Bylaw 9558, May 23/17]

For the purposes of Section 5.15.1A, buildable square foot is the maximum **floor area ratio** and excludes the items not included in the calculation of **density** (e.g., **enclosed parking**; unenclosed **balconies**; common stairwells and common elevator shafts; etc.). [Bylaw 9641, Jan 16/17]





**Richmond Zoning Bylaw 8500  
Amendment Bylaw 9760  
(Affordable Housing Rates and Requirements)**

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

1. Richmond Zoning Bylaw 8500, as amended, is further amended at Section 5.15 [Affordable Housing] by deleting Sections 5.15.1 and 5.15.1.A in their entirety and substituting them with new Sections 5.15.1, 5.15.1(a), 5.15.1(b) and 5.15.1(c) as set out in Schedule “A” attached hereto and forming part of Bylaw 9760.
2. Richmond Zoning Bylaw 8500, as amended, is further amended at Section 8.10 [Low Density Low Rise Apartments (RAL1, RAL2)] by:
  - a) amending Section 8.10.4.3(a) by deleting the reference to “80” and replacing it with “60”;
  - b) amending Section 8.10.4.3(b) by deleting the reference to “80” and replacing it with “60”; and
  - c) amending Section 8.10.4.3(b) by deleting the reference to “5%” and replacing it with “10%”.
3. Richmond Zoning Bylaw 8500, as amended, is further amended at Section 8.11.4 [Medium Density Low Rise Apartments (RAM1, RAM 2, RAM3)] by:
  - a) amending Section 8.11.4.3(a) by deleting the reference to “80” and replacing it with “60”;
  - b) amending Section 8.11.4.3.(b) by deleting the reference to “80” and replacing it with “60”; and
  - c) amending Section 8.11.4.3(b)(i) by deleting the reference to “5%” and replacing it with “10%”.
4. Richmond Zoning Bylaw 8500, as amended, is further amended at Section 8.12.4 [High Density Low Rise Apartments (RAH1, RAH2)] by:
  - a) amending Section 8.12.4.2(a) by deleting the reference to “80” and replacing it with “60”;

- b) Amending Section 8.12.4.2(b) by deleting the reference to “80” and replacing it with “60”; and
  - c) amending Section 8.12.4.2(b)(i) by deleting the reference to “5%” and replacing it with “10%”.
5. Richmond Zoning Bylaw 8500, as amended, is further amended at Section 9.3 [Downtown Commercial (CDT1, CDT2, CDT3)] by:
- a) removing Section 9.3.1 in its entirety and replacing it with the following:

**“9.3.1 Purpose**

The **zone** provides for a broad range of commercial, service, **business**, entertainment and residential needs typical of a **City Centre**. The zone is divided into 3 sub-zones: CDT1 which provides for a **density bonus** to help achieve the City’s affordable housing objectives within **sites** zoned downtown commercial; CDT2 which provides for a **density bonus** that would be used for rezoning applications in order to help achieve the **City’s** affordable housing objectives; and CDT3 which provides for an additional **density bonus** that would be used for rezoning applications in the Village Centre Bonus Area of the **City Centre** in order to achieve the **City’s** other objectives.”;

- b) deleting Section 9.3.4.4 in its entirety and replacing it with:

“Section 9.3.4.4 Notwithstanding Section 9.3.4.2, for an application that was received by the **City** prior to July 24<sup>th</sup>, 2017, the reference to a maximum **floor area ratio** of “3.0” in relation to a **building** used for mixed commercial/residential **uses** or multiple-family residential purposes is increased to a higher **density** of “3.15” on **sites** zoned CDT1, if prior to the first occupancy of the **building** the **owner**:

- a) provides in the **building** not less than four **affordable housing units** and the combined **habitable space** of the total number of **affordable housing units** would comprise at least 5% of the total residential floor area; and
  - b) enters into a **housing agreement** with respect to the **affordable housing units** and registers the **housing agreement** against the title to the **lot**, and files a notice in the Land Title Office.
- c) adding a new Section 9.3.4.5 by inserting the following section and renumbering the remaining sections accordingly:

“9.3.4.5 Notwithstanding Section 9.3.4.2, the reference to a maximum **floor area ratio** of “3.0” in relation to a building used for mixed commercial/residential **uses** or multiple-family residential purposes is increased to a higher **density** of “3.30” on **sites** zoned CDT1, if prior to the first occupancy of the **building** the **owner**:

a) provides in the **building** not less than four **affordable housing units** and the combined **habitable space** of the total number of **affordable housing units** would comprise at least 10% of the total residential **floor area**; and

b) enters into a **housing agreement** with respect to the **affordable housing units** and registers the **housing agreement** against the title to the **lot**, and files a notice in the Land Title Office.

d) Adding a new Section 9.3.4.7 by inserting the following section and renumbering the remaining sections accordingly:

“9.3.4.7 Notwithstanding Section 9.3.4.5, the **density bonus** of “3.30” is further increased to a higher **density** of “3.33” on **sites** zoned CDT1 provided that the **owner**:

a) uses at least 1% of the **gross floor area** of the **building** for **child care** or **uses** that provide a community amenity to the satisfaction of the **City** (e.g., community recreation, **library and exhibit**, heritage); or

b) at the time **Council** adopts a zoning amendment bylaw to include the **owner’s lot** in the CDT1 **zone**, pays into the **child care reserve fund** or alternative funds the sum specified in Section 5.16 of this bylaw.

6. Richmond Zoning Bylaw 8500, as amended, is further amended at Section 9.4.4 [Residential/Limited Commercial (RCL1, RCL2, RCL3, RCL4, RCL5)] by:

a) amending Section 9.4.4.3(a) by deleting the reference to “80” and replacing it with “60”;

b) amending Section 9.4.4.3(b) by deleting the reference to “80” and replacing it with “60”;

c) amending Section 9.4.4.3(b)(i) by deleting the reference to “5%” and replacing it with “10%”;

d) amending Section 9.4.4.4(d)(i) by deleting the reference to “80” and replacing it with “60”; and

- e) amending Section 9.4.4.4(d)(ii) by deleting the reference to “80” and replacing it with “60”, and by deleting the reference to “5%” and replacing it with “10%”.

7. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 9760”**.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

ADOPTED

_____
_____
_____
_____
_____

CITY OF RICHMOND
APPROVED by <b>RK</b>
APPROVED by Director or Solicitor <i>al</i>

\_\_\_\_\_  
MAYOR

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

**SCHEDULE A to Bylaw 9760**

"5.15.1 Where an owner pays into the **affordable housing reserve** in accordance with this bylaw, as amended or replaced from time to time, the sum shall be determined as listed below:

- a) Where an amendment to this bylaw was considered by **Council** before September 24, 2016, and where an **owner** pays into the **affordable housing reserve** according to the **density bonusing** provisions of this bylaw, the following sums shall be used:

<b>Zone</b>	<b>Sum Per Buildable Square Foot of Permitted Principal Building</b>
RS2/A-K	\$1.00
RC2	\$1.00
ZS21	\$1.00
ZS22	\$1.00
RI2	\$2.00
RTL2	\$2.00
RTL4	\$2.00
RTM2	\$2.00
RTM3	\$2.00
RTH1	\$2.00
RTH2	\$2.00
RTH3	\$2.00
RTH4	\$2.00
RTP1	\$2.00
RTP2	\$2.00
RTP3	\$2.00
RTP4	\$2.00
RAL2	\$4.00
RAM2	\$4.00
RAM3	\$4.00
RAH1	\$4.00
RAH2	\$4.00



Zone	Sum Per Buildable Square Foot of Permitted Principal Building
CDT2	\$4.00
RCL2	\$4.00
ZHR6	\$4.00
ZR7	\$2.00
ZMU19	\$4.00
ZMU20	\$4.00
ZMU21	\$4.00
ZMU22	\$4.00
ZMU24	\$4.00
ZMU26	\$4.00
ZT70	\$2.00
ZS23	\$1.00
ZLR26	\$2.00 for <b>housing, town</b> , \$4.00 for <b>housing, apartment</b>

- b) Where an amendment to this bylaw is considered by **Council** after September 24, 2016 and before July 24<sup>th</sup>, 2017, and where an **owner** pays into the **affordable housing reserve** according to the **density bonusing** provisions of this bylaw, the following sums shall be used:

Zone	Sum Per Buildable Square Foot of Permitted Principal Building
RS2/A-K	\$2.00
RC2	\$2.00
ZS21	\$2.00
ZS22	\$2.00
RI2	\$4.00
RTL2	\$4.00
RTL4	\$4.00
RTM2	\$4.00
RTM3	\$4.00

Zone	Sum Per Buildable Square Foot of Permitted Principal Building
RTH1	\$4.00
RTH2	\$4.00
RTH3	\$4.00
RTH4	\$4.00
RTP1	\$4.00
RTP2	\$4.00
RTP3	\$4.00
RTP4	\$4.00
RAL2	\$6.00
RAM2	\$6.00
RAM3	\$6.00
RAH1	\$6.00
RAH2	\$6.00
CDT2	\$6.00
RCL2	\$6.00
ZHR6	\$6.00
ZR7	\$4.00
ZMU19	\$6.00
ZMU20	\$6.00
ZMU21	\$6.00
ZMU22	\$6.00
ZMU24	\$6.00
ZMU26	\$6.00
ZT70	\$4.00
ZS23	\$4.00
ZLR26	\$4.00 for housing, town, \$6.00 for housing, apartment

- c) Where an amendment to this bylaw is considered by Council on or after July 24, 2017, and where an **owner** pays into the **affordable housing reserve** according to the **density bonusing** provisions of this bylaw, the following sums shall be used:

Zone	Sum Per Buildable Square Foot of Permitted Principal Building
RS2/A-K	\$4.00
RC2	\$4.00
ZS21	\$4.00
ZS22	\$4.00
RI2	\$8.50
RTL2	\$8.50
RTL4	\$8.50
RTM2	\$8.50
RTM3	\$8.50
RTH1	\$8.50
RTH2	\$8.50
RTH3	\$8.50
RTH4	\$8.50
RTP1	\$8.50
RTP2	\$8.50
RTP3	\$8.50
RTP4	\$8.50
RAL2	\$10.00 for wood frame construction \$14.00 for concrete construction
RAM2	\$10.00 for wood frame construction \$14.00 for concrete construction
RAM3	\$10.00 for wood frame construction \$14.00 for concrete construction
RAH1	\$10.00 for wood frame construction \$14.00 for concrete construction
RAH2	\$10.00 for wood frame construction \$14.00 for concrete construction
CDT2	\$10.00 for wood frame construction

Zone	Sum Per Buildable Square Foot of Permitted Principal Building
	\$14.00 for concrete construction
RCL2	\$14.00
ZHR6	\$14.00
ZR7	\$8.50
ZMU19	\$8.50 for <b>housing, town</b> , \$10.00 for <b>housing, apartment</b>
ZMU20	\$10.00 for wood frame construction \$14.00 for concrete construction
ZMU21	\$10.00 for wood frame construction \$14.00 for concrete construction
ZMU22	\$10.00 for wood frame construction \$14.00 for concrete construction
ZMU24	\$10.00 for wood frame construction \$14.00 for concrete construction
ZMU26	\$10.00 for wood frame construction \$14.00 for concrete construction
ZT70	\$8.50
ZS23	\$4.00
ZLR26	\$8.00 for <b>housing, town</b> , \$10.00 for <b>housing, apartment</b>
ZMU33	\$10.00 for wood frame construction \$14.00 for concrete construction
CDT1	\$8.00 for <b>housing, town</b> , \$14.00 for <b>housing, apartment</b>

For the purposes of Section 5.15.1, buildable square foot is the maximum **floor area ratio** and excludes the items not included in the calculation of **density** (e.g., **enclosed parking**; unenclosed **balconies**; common stairwells and common elevator shafts; etc.).

For the purposes of Section 5.15.1(c), concrete construction includes steel construction.



# City of Richmond

## Report to Committee Planning and Development Division

**To:** Planning Committee  
**From:** Wayne Craig  
Director, Development

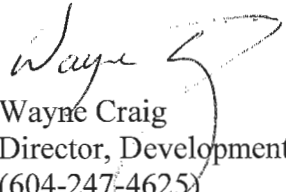
**Date:** November 28, 2017

**File:** CP 15-717017

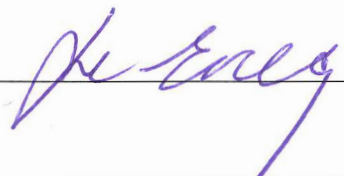
**Re:** Proposed Official Community Plan/City Centre Area Plan Amendment,  
Lansdowne Shopping Centre Master Land Use Plan – Request to Endorse  
Applicant Led Public Consultation

### Staff Recommendation

That staff be authorized to manage an applicant undertaken community consultation process regarding the Proposed Master Land Use Plan for the Lansdowne Centre shopping centre site.

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

Att. 10

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Community Social Development	<input checked="" type="checkbox"/>	
Parks Services	<input checked="" type="checkbox"/>	
Recreation Services	<input checked="" type="checkbox"/>	
Engineering	<input checked="" type="checkbox"/>	
Transportation	<input checked="" type="checkbox"/>	



## Staff Report

### Origin

Vanprop Investments Ltd. has applied to the City of Richmond to amend the Official Community Plan (OCP) and Schedule 2.10 of the OCP, the City Centre Area Plan (CCAP) for the site at 5300 No. 3 Road, which is approximately 50 acres and is the location of the existing Lansdowne Shopping Centre (Attachment 1).

Based on the size and visual prominence of the site, and the property's necessary phased redevelopment, the applicant has worked with staff to draft a Proposed Master Land Use Plan to guide future redevelopment of the property. The process of developing a Draft Master Land Use Plan for the property has identified proposed amendments to the OCP/CCAP, which include the applicant's proposal to reorganize density, height and land uses, and to change the shape of the 10 acre City park that the CCAP identifies for this site. No additional density is proposed, the proposed density is consistent with the CCAP supported density over the site. Similarly, the proposed ratio of residential to non-residential use is consistent with the existing CCAP and would remain unchanged. The proposed amendments are refinements, rather than significant modifications, that are consistent with OCP/CCAP objectives for this site including density, use and height.

The Proposed Master Land Use Plan proposes two (2) primary amendments.

- While the CCAP supports the greatest density, building height and mix of uses on the western 1/3 of the property, the applicant proposes to spread density, height and mixed land uses slightly eastward, while retaining the greatest building density, height and mix of uses within 400 m of the Lansdowne Canada Line Station, which is consistent with CCAP objectives and supports Transit Oriented Development (TOD) principles.
- The long, rectangular park extending along the north side of Lansdowne Road is proposed to be reorganized to create distinct and connected park and plaza spaces to maximize the park's accessibility and use by residents, workers and tourists.

The purpose of this report is to seek Council support for initiating a comprehensive community consultation process to seek feedback from the community and stakeholders on the Proposed Master Land Use Plan Concept (Attachment 2). If Council supports staff's community consultation recommendation, the consultation would start in mid-December 2017 and conclude before the end of April 2018. It is anticipated that a report that summarizes the outcome of the consultation would be provided to Planning Committee before the end of June 2018. The report would also include a Concept Lansdowne Master Land Use Plan that Council would be asked to endorse to confirm the basis for the next phase of work. The final phase of the proposed OCP amendment process would focus on finalizing the Lansdowne Master Land Use Plan and OCP/CCAP amendments, as well as developing an implementation strategy to manage the future phased rezoning and Development Permit applications. The Final Lansdowne Master Land Use Plan and OCP/CCAP amendments will be brought forward for Council consideration and approval once the amendments and implementation strategy are finalized.

This report:

1. Includes an overview of the proposed OCP/CCAP amendments.
2. Outlines the process for advancing the OCP/CCAP amendment application, and summarizes the current status of the review including the outcome of initial consultation with public bodies including the School District.
3. Outlines a recommended community consultation plan for Council's endorsement.

The subject application is an OCP/CCAP amendment application only. This makes it unlike most OCP/CCAP amendment applications, which are usually accompanied by a rezoning application. This report is the first in a series of three (3) anticipated reports to Council associated with the proposed OCP/CCAP amendment and, as redevelopment is anticipated in phases over many years, the OCP/CCAP amendment would be followed by phased site specific rezoning and Development Permit applications and associated reports, in accordance with the standard development application process.

## Findings of Fact

### Background

The subject site is located at the centre of the Lansdowne Village in the City Centre, is immediately adjacent to the Lansdowne Canada Line Station, and is bound by No. 3 Road, Alderbridge Way, Kwantlen Street and Lansdowne Road (Attachment 1).

The site has four (4) different existing CCAP Village land use designations.

- **Urban Core T6 (Residential and Mixed Uses)** and a **Village Centre Bonus (VCB)** on the westerly 1/3 of the site. The permitted density is up to 3.0 Floor Area Ratio (FAR), with a provision for up to 1.0 FAR of additional non-residential bonus density provided the conditions and requirements of the VCB are addressed. The maximum building height is 47 m geodetic.
- **Urban Centre T5 (Residential and Mixed Uses)** on the eastern 2/3 of the site. The permitted density is 2.0 FAR and the maximum building height is 25 m.
- **(Major) Park**, shown as a linear east/west oriented 10 acres along the southern portion of the site abutting Lansdowne Road, which would be secured by the City through future phased rezoning applications.

These designations are shown in Attachment 3.

The subject property's Urban Core T6 and VCB land use designations facilitate the acquisition and delivery of approximately 4,975 m<sup>2</sup> (53,500 ft<sup>2</sup>) of on-site indoor city amenity space that would be secured in accordance with density bonusing provisions in the CCAP:

- The Urban Core Transect (T6 area) requires the equivalent of 1% of the total residential floor area to be provided as constructed community amenity.

- The Village Centre Bonus (VCB) supports 1.0 FAR of additional non-residential density conditional to providing the equivalent of 5% of the additional 1.0 FAR as constructed community amenity.

The Proposed Master Land Use Plan identifies a potential location for a City owned amenity at the prominent intersection of No. 3 Road and Lansdowne Road adjacent to the proposed Civic Plaza. This location has been set aside as a possible location for a City owned amenity based on its desirable proximity to proposed park, plaza and open space, as well as proximity to the existing Canada Line station/Village Centre. The scope of the proposed OCP/CCAP amendment process is limited to identifying a possible location for a City owned amenity building. Acquisition of the community amenity space would be secured as a condition of a future rezoning application.

The use and function of the community amenity building requires Council approval through a separate process. Staff would assess options for the amenity and bring forward a report for consideration by Council. Council's decision regarding the use and function of the City owned amenity building may affect the final location of the amenity.

## **Analysis**

### **Summary of Proposed Official Community Plan (OCP)/City Centre Area Plan (CCAP) Amendments**

The proposed amendments to the Official Community Plan (OCP)/City Centre Area Plan (CCAP) are consistent with fundamental CCAP objectives including:

1. Supporting Transit Oriented Development (TOD) and a strong Village Centre;
2. Locating the majority of the Major Park within 400 m of a Village Centre; and
3. Increasing the network of connections and mobility options within the City Centre.

#### ***5 Minute Walking Distance (400 m Radius)***

A 400 m radius, defined as a 5 minute walk, is the CCAP preferred walking distance from a Village Centre/Canada Line station within which the greatest building density and height, and mix of land uses, and concentration of amenities, including Major Park area, is to be located to maximize pedestrian and cyclist integration with transit and opportunities for people to live, work and play in their neighbourhood.

The Lansdowne Canada Line Station is a major transportation hub located at the centre of the Lansdowne Village and abutting the subject site. The applicant's Proposed Master Land Use Plan includes amendments to disperse the density, building height and land uses while remaining consistent with the CCAP's objective to support the greatest amounts of density, building height and mix of uses within a 400 m radius or 5 minute walking distance of the Lansdowne Station (Attachment 4).

*Developable Area and Park Area*

The CCAP shows a linear east/west oriented 10 acre park along the southern portion of the site abutting Lansdowne Road and supports development of land north of the linear park. The CCAP preferred location for Major Park area is within a 5 minute walking distance (400 m radius) of a Village Centre. The existing plan includes 72% of the park area within the 400 m radius. The Proposed Master Land Use Plan proposes to increase the park area within the 400 m radius to 86% of the total dedicated park area, which would be supplemented by public greenways and outdoor space that would be secured by right of way agreements to maximize opportunities for walking, rolling and cycling.

The proposed OCP/CCAP amendment application review process is limited to considering the location and orientation of the park. The Proposed Master Land Use Plan includes changes to the shape of the park and the resulting developable area, which are supported by Parks and Planning and Development Department staff. Consultation with stakeholders and the public would be focused on the applicant's proposal to change the shape of the park area. The use and design details related to the park would be undertaken through a separate planning process that would be led by Parks Services staff and subject to Council review and approval.

In order to study the proposed amendments to the shape of the park, the process of developing the Proposed Master Land Use Plan included identifying general objectives for the park area. The proposed park areas would:

- Increase the amount of park area within a 400 m radius (5 minute walking distance) of the Canada Line Station.
- Contribute to a civic focus.
  - The Lansdowne Linear Park is proposed along Lansdowne Road, which is intended to become the City's east/west civic spine.
  - The Civic Central Plaza is proposed at the intersection of Lansdowne Road and No. 3 Road, which has been identified as the centre of the City Centre.
- Establish a series of distinct and well-connected spaces in visually and physically prominent locations.
- Be public spaces that are owned and managed by the City and designed to encourage public use.
  - To ensure the Civic Plaza is an active space, Parks staff and the applicant will investigate the feasibility of co-developing, co-managing and co-planning active use of the plaza area to ensure that the area is programmed regularly and is an attractive destination on a daily basis. A co-management approach would be subject to approval by Council and would be brought forward for consideration in a separate report that is prepared by Parks Services staff.
  - The Major Central Park is bound on three (3) sides by public roads. On the north side, the park blends into a combination of public plaza and greenway that would be secured through public right of ways and provide connection to public roads.
  - Kwantlen Park abuts the intersection of Lansdowne Road and Kwantlen Street and is connected to the balance of the park by Lansdowne Linear Park and public right of ways.

- In addition to physical connections among the park uses, proposed buildings, plazas, roads and greenways are strategically sited to maintain view corridors between park and open spaces to support wayfinding and linkages between park areas.
- Accommodate a range of park uses.
  - The Civic Plaza  
An urban space sized and located to accommodate large civic events and activities (e.g. national celebration, large city wide events, seasonal festivals, art festival, outdoor movies, etc.).
  - The Central Park  
A major park space that meets neighbourhood and city wide needs (e.g. active and passive regular park use, a festival lawn for major events).
  - The Lansdowne Promenade  
A wider continuation of the linear park along Lansdowne Road west of No. 3 Road, which is being incrementally introduced through development that introduces an active street edge along Lansdowne Road (e.g. used daily by pedestrians and non-motorized traffic, used for civic and parade events).
  - The Kwantlen Green  
An urban gathering space oriented toward Kwantlen Polytechnic University that provides space for smaller community events (e.g. urban space to accommodate socializing, street performers, small group gatherings and passive users) (Attachment 5).

Further, the park and open space arrangement is part of a strategic triangular circuit of city park spaces that includes Middle Arm Waterfront Park, Aberdeen Park, and the proposed series of park spaces on the subject site.

The fundamental importance of the 400 m radius or 5 minute walking distance from the Canada Line Station, and the changes to the developable area and park shape influence the proposed OCP/CCAP plan amendments.

### **Density**

The CCAP supports a maximum density of 3.0 FAR, with the provision for up to 1.0 FAR of additional non-residential bonus density, on the westerly 1/3 of the site. The CCAP supported density on the eastern 2/3 of the site is 2.0 FAR.

Based on the property's existing land use designations, the existing CCAP supported density blended over the 50 acre property is 2.77 FAR. The applicant does not propose additional density; instead, they propose to change the on-site organization of density while remaining consistent with fundamental CCAP objectives. The CCAP supports 76% of the on-site density within a 400 m radius (5 minute walking distance) of the Canada Line Station. The Proposed Master Land Use Plan is consistent with the CCAP's objective to concentrate density within the 400 m radius but proposes a minor reduction with 73% of the overall density proposed within the 400 m radius. The Proposed Master Land Use Plan proposes a 3% change to the dispersal of density within and outside the 400 m radius area (Attachment 6).



*Summary of proposed density reorganization within and outside a 400 m radius (5 minute walking distance) of the Canada Line Station*

	CCAP within 400 m radius	Proposed within 400 m radius	CCAP outside 400 m radius	Proposed outside 400m radius
% of total on-site density	76%	73%	24%	27%

### Mixed Uses

The CCAP designates the westerly 1/3 of the site (that portion of the lands west of Hazelbridge Way) for mixed uses (e.g. residential, retail, office, entertainment, community amenity) and supports only residential uses on the remaining 2/3 of the site.

Consistent with the CCAP's objective to maximize the mix of uses within a 400 m radius (5 minute walking distance) of a Village Centre and in support of the CCAP's designation of Hazelbridge Way as a Pedestrian-Oriented Retail Precincts-High Street and Linkage, the Proposed Master Land Use Plan extends the mixed use land designation to a limited portion of the property on the east side of Hazelbridge Way.

The Proposed Master Land Use Plan includes a range of on-site uses including:

- A significant community amenity (approximately 4,975 m<sup>2</sup> [53,500 ft<sup>2</sup>]), which is tentatively proposed to be located at the corner of Lansdowne Road and No. 3 Road;
- A Major Park that includes a series of related spaces that provide a range of highly accessible civic park spaces;
- Retail/commercial/entertainment space with residential and office space above located along and west of Hazelbridge Way; and
- A range of housing types (Attachment 7).

### Height

The CCAP supports the tallest buildings on the westerly 1/3 of the site and buildings that are no greater than 25 m in height on the eastern 2/3 of the site.

Consistent with the existing CCAP designation for the site, the Proposed Master Land Use Plan includes residential and office towers that are the maximum height permitted within the City (47 m geodetic) on the western 1/3 of the site, which is bound by the No. 3 Road corridor and Hazelbridge Way. In addition, the Proposed Master Land Use Plan includes some buildings that are taller than 25 m, on the eastern 2/3 of the site, east of Hazelbridge Way and introduction of a range of building heights (Attachment 8).

- With the exception of one (1) tower that is proposed on the east side of the Cooney Road extension, towers are wholly or partially within a 400 m radius (5 minute walk) of the Canada Line station.
- Towers would be strategically located to frame the park/public amenity area (including the Major/Central Park and the north/south greenway, which provides outdoor amenity space that is in addition to the required park dedication area).

- Towers proposed along the east side of Hazelbridge Way would be associated with ground level commercial high-street uses. The additional density supports the high street designation of this area.
- The proposed variation in on-site building heights and architectural design features, which would be secured through associated design guideline amendments, encourages a varied skyline and a distinct village character, in accordance with CCAP objectives.

The proposal to permit buildings taller than 25 m east of Hazelbridge Way would comply with building heights that are permitted by the existing Airport Zoning Regulations (AZR) for YVR Airport, and current OCP policies including the Aircraft Noise Sensitive Development (ANSD) Map.

#### The Vancouver Airport Authority (VAA) Aeronautical Zoning Regulation (AZR) Initiative

The Proposed Master Land Use Plan includes building heights that are consistent with the existing building height requirements. However, the subject site is in an area that is affected by the Vancouver Airport Authority's (VAA) proposal for a new third (South) runway, which is associated with new building height limits for properties located below the flight path of the proposed new runway. The City has expressed its concerns regarding the VAA's proposed new building height limits with the VAA, Transport Canada, and the federal Minister of Transport. Consultation with YVR/VAA is included in the proposed community consultation plan.

The applicant is aware of the VAA's application and is working with staff to maintain the greatest on-site building density and height within 400 m (a 5 minute walking distance) of the existing Canada Line Station/Village Centre in accordance with existing Council approved policies.

#### *Increasing Connections & Improved Transit, Pedestrian and Cycling Options*

A primary objective of the OCP and the CCAP is shortening existing long blocks in the City Centre by introducing more and better connections for vehicles, pedestrians and cyclists. This includes introducing a finer street grid and an accessible bicycle and pedestrian network, supporting transit oriented development, prioritizing public open space, and supporting ecological connectivity. The combination of more connections, mixed land uses and densification encourages walking, rolling, cycling and transit use for daily tasks and is associated with lower car dependence and an increased sense of neighbourhood.

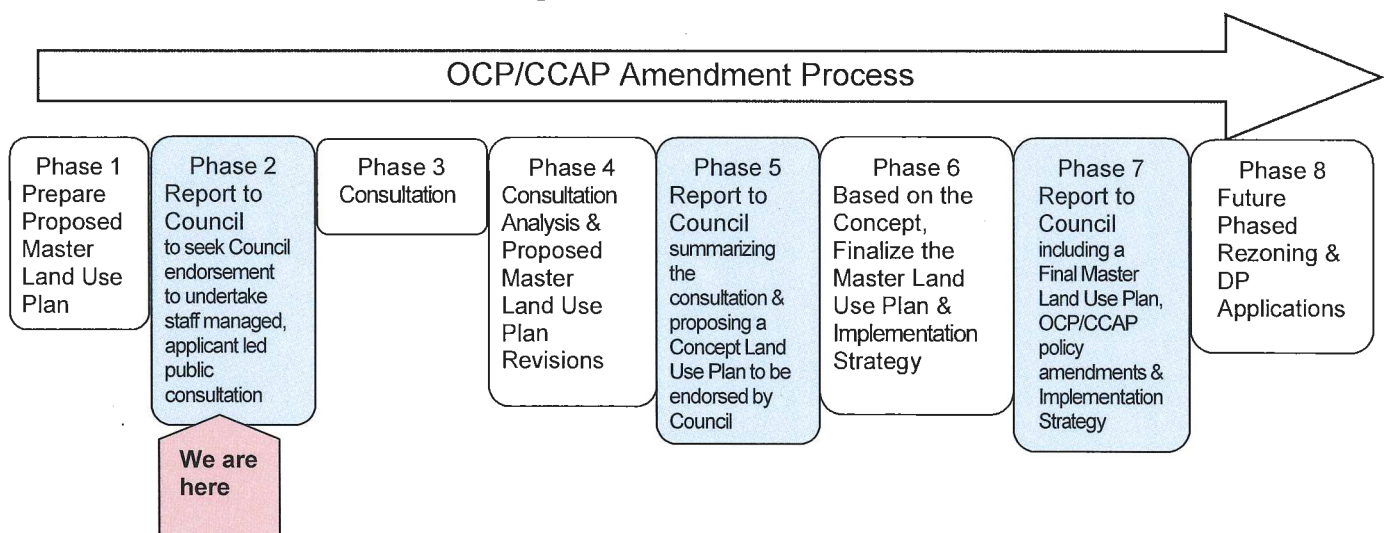
The CCAP includes north/south extension of Hazelbridge Way and Cooney Road between Alderbridge Way and Lansdowne Road, and a new east/west road to connect No. 3 Road and Kwantlen Street. With the exception of a minor adjustment to the alignment of the new east/west road, while still providing the intended functions in accordance with the CCAP, the Proposed Master Land Use Plan is consistent with the CCAP. The plan also includes a series of supplementary on-site connections and proposes to secure additional public open space and greenways with private right-of-way agreements (e.g. north/south greenway connection between Alderbridge Way and the proposed Major/Central Park, public connective plaza between the Civic Central Plaza and the Major/Central Park, enhancements to public realm along No. 3 Road, and connections between individual developments) (Attachment 9).

### Proposed Process to Amend the Official Community Plan (OCP)/City Centre Area Plan (CCAP)

The proposed process to amend the OCP/CCAP and establish a Final Master Land Use Plan includes approximately eight (8) phases, three (3) reports to Council, and preparation of the following:

1. A Proposed Master Land Use Plan and community consultation plan (Phase 1)
2. A Concept Master Land Use Plan to be endorsed by Council (Phase 4)
3. A Final Master Land Use Plan, OCP/CCAP amendments, and associated Implementation Strategy (Phase 6)

The following flow chart outlines the proposed OCP/CCAP amendment process and highlights both the current status of the application review process and future reports to Council, which are shown in blue. The details of each phase are discussed below.



#### *Phase 1: Prepare Proposed Master Land Use Plan (complete)*

The Proposed Master Land Use Plan includes:

- OCP/CCAP amendments to the location of density, building height, and land use on the site;
- Changes to the shape of the 10 acre Major Park;
- Clarification how the redevelopment will relate to the Canada Line station;
- Locations of roads, lanes, pedestrian connections, and possible community amenities;
- A phasing concept for the site; and
- Intended sustainability measures.

#### **Advisory Design Panel (ADP)**

The Proposed Master Land Use Plan was considered by the Advisory Design Panel (ADP) on September 7, 2017. Members of the ADP were strongly supportive of the Proposed Master Land Use Plan including:

- The proposal to apply a 5 minute walking distance (400 m radius) from the Canada Line Station to organize on-site density, the proposed on-site building height hierarchy, and the building massing and height proposed for the westernmost properties abutting No. 3 Road;
- The revised shape of the park;
- The introduction of a finer grid of connections and site porosity; and
- The use of alternative road standards to support on-site connectivity, promote alternative forms of transportation, and facilitate sharing between traditionally separated uses (e.g. loading and pedestrians).

A copy of the relevant excerpt from the ADP Minutes from September 7, 2017 is attached for reference (Attachment 10).

### **Early Consultation with Public Bodies**

The proposed community consultation plan, which is discussed in detail in a subsequent section of this report, includes consultation with stakeholders, including public bodies. Early, initial notification has been provided to the School District and TransLink.

#### School District

According to the OCP Bylaw Preparation Consultation Policy 5043, which was adopted by Council and agreed to by the School District, the proposed OCP/CCAP amendment application is not required to be referred to the School District. The subject application is limited to an OCP/CCAP amendment to reorganize density, height and land uses on site; it does not include the introduction of new land uses. The property's current designations in the OCP and CCAP do not identify school use on the subject site. Further, the applicant does not propose additional density; therefore, there is no impact to population assumptions that were used by the School District to generate projections for school age children and that were referred to the School District prior to the adoption of the CCAP in 2009.

Although provision of schools is a School District responsibility, the City of Richmond has administered the collection of School Site Acquisition Charges (SSAC) on all residential development since 2001. The money that is collected and distributed to the School District is used to help pay for new school sites that are needed as a result of new residential development.

Upon receipt of the application, staff notified the School District with a first, early notification and opportunity to comment. As well, the letter advised that the School District would be included in the consultation process, which is conditional to Council support to conduct community consultation.

The applicant and School District staff have met to discuss the Proposed Master Land Use Plan and the conversation has included whether the School District is interested in a school site in this location. While the applicant is not required to accommodate a school at the subject property, the applicant has indicated a willingness to discuss the incorporation of an integrated urban school with the School District. City staff have communicated this message to School District staff and have encouraged them to pursue direct discussions. By authorizing staff to proceed

with the proposed community consultation process, City staff would provide Council with an update regarding this issue in a future report that summarizes the overall outcome of the consultation process.

#### TransLink

Similar to the early notification that was sent to the School District, a referral was sent to TransLink. TransLink has not responded to staff's referral in writing. The scope of the proposed OCP/CCAP amendment does not trigger TransLink's Adjacent and Integrated Developments (AID) requirements. Further, the Proposed Master Land Use Plan would not affect the existing right of ways that are registered on the property and that secure TransLink's interests associated with the abutting guideway and Lansdowne Canada Line Station. However, the applicant is working proactively with TransLink and further consultation with TransLink is included in the proposed consultation plan.



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#### *Phase 2: Report to Council (current stage)*

This report asks for Council support to undertake City staff managed, applicant undertaken community consultation for the Proposed Master Land Use Plan.

#### *Phase 3: Consultation (anticipated to be completed before the end of April 2018)*

Staff would oversee the developer conducting city approved public consultations regarding the overall Proposed Master Land Use Plan for the site. The proposed consultation plan is discussed in detail in a subsequent section of this report.

#### *Phase 4: Analysis of Public Consultation Feedback (anticipated to be completed before the end of May 2018)*

#### *Phase 5: Report to Council (Endorse Concept Master Land Use Plan)*

The report would provide a summary of the feedback received during consultation and include reference to any resulting forthcoming changes to the Proposed Master Land Use Plan in the form of a Concept Master Land Use Plan.

The process of finalizing the Master Land Use Plan and OCP/CCAP amendments, as well as developing an Implementation Strategy, is anticipated to require approximately a year. Therefore, staff would request that Council endorses the Concept Master Land Use Plan to confirm the basis for the next phase of work. A similar approach was successfully used during the CCAP development and implementation process, which was a complicated and lengthy plan development and review process.

#### *Phase 6: Finalize OCP/CCAP Amendments, Final Master Land Use Plan and Develop an Implementation Strategy*

Revisions to the Concept Master Land Use Plan would be undertaken in response to feedback from the public and stakeholders, and in response to staff comments and issues that are identified as the plan details are further developed.



Development of an Implementation Strategy would include but is not limited to:

- Identifying and analyzing all OCP/CCAP amendments that are required to support the Final Master Land Use Plan; including amendments to design guidelines to ensure that future development is consistent with the architectural and landscape concepts that are presented during the OCP/CCAP review process.
- Establishing a strategy for the phasing, acquisition, and development of:
  - Park, public open space and public realm;
  - Roads, lanes and associated infrastructure;
  - Engineering services (e.g. water, sanitary, drainage, flood construction levels, etc.);
  - District energy plant location(s) and alternative energy sources; and
  - Sustainability measures that align with CCAP sustainability objectives including.
- Demonstrating that including Minor Roads in the calculation of net site area results in a development outcome that is better than would have been otherwise achieved.
  - The subject site includes two roads that are not included on the Development Cost Charge (DCC) program (Hazelbridge Way and New East/West Road).
  - The Proposed Master Land Use Plan includes the area of these roads in the calculation of net site area in accordance with the CCAP's discretionary policy.
  - The CCAP permits, on a project-by-project basis, the inclusion of land that is dedicated or otherwise transferred to the City for road in the definition of net development site area in instances when the following criteria are met:
    - The feature is not identified in the City's DCC program; and
    - The development outcome is determined, to the satisfaction of the City, to be better than what could otherwise have been reasonably achieved.
  - Although land dedication and site definition is undertaken at the rezoning review stage; the Implementation Strategy will include detailed study of the density associated with the road area to ensure compliance with the intention of the CCAP policy.
- Identifying and working proactively with the applicant to respond to the City's Affordable Housing Strategy and to emerging planning issues that shape the City, which includes, but is not limited to the following:
  - Strategic siting, unit mix and delivery timeframe for the low end market rental housing units that would be provided in accordance with the City's Affordable Housing Strategy. The current policy secures 10% of residential floor area as affordable housing unit area.
  - Increasing housing options and availability of housing by way of expanding the type of housing proposed on the subject site. (e.g. Family friendly sized housing units, micro suites, rental units, enhanced accessibility provisions for seniors and individuals with mobility challenges, etc.)
  - Retaining and attracting the 20-30 year old demographic. (e.g. Employment, housing, amenity and entertainment options that appeal to this demographic, etc.)
  - Building on the City's commitment to Transit Oriented Development (TOD) and sustainability by offering incentives that support transit and alternative modes of transportation. (e.g. Parking reductions for residential and commercial/office along

the No. 3 Road transit corridor, design to accommodate the future impact of self-driving cars and increasing popularity of car share programs, etc.)

- In addition to the provision of an energy plant with an alternative energy source, incorporating sustainability and energy conservation features (e.g. solar panels, water conservation features, inclusion of smart home technology, etc.)
- Incorporating provisions to facilitate easy retrofitting of new technology (e.g. Design and build adaptable parking areas with a car-less future in mind, etc.)

#### *Phase 7: Report to Council*

The report would include:

- Finalized OCP/CCAP amendment details and analysis;
- A Final Master Land Use Plan; and
- An Implementation Strategy to manage and guide phased development of the site.

Council would review the proposed OCP/CCAP amendments, proposed Final Master Land Use Plan, and associated Implementation Strategy and if acceptable, would approve the proposed amendments. Staff would then work with the applicant to satisfy all bylaw adoption terms.

#### *Phase 8: Future Phased Rezoning and Development Permit Applications (continues to 2035)*

Site planning and building design details would follow in a series of future rezoning and Development Permit applications in accordance with the City's standard development application review process.

#### Associated Reports & Process

Council would receive a series of reports regarding matters that are related to the future redevelopment of the site but that are outside the scope of the OCP/CCAP amendment review and reporting process. It is anticipated that the following reports would follow the successful adoption of the proposed OCP/CCAP amendments and Final Master Land Use Plan for the subject site.

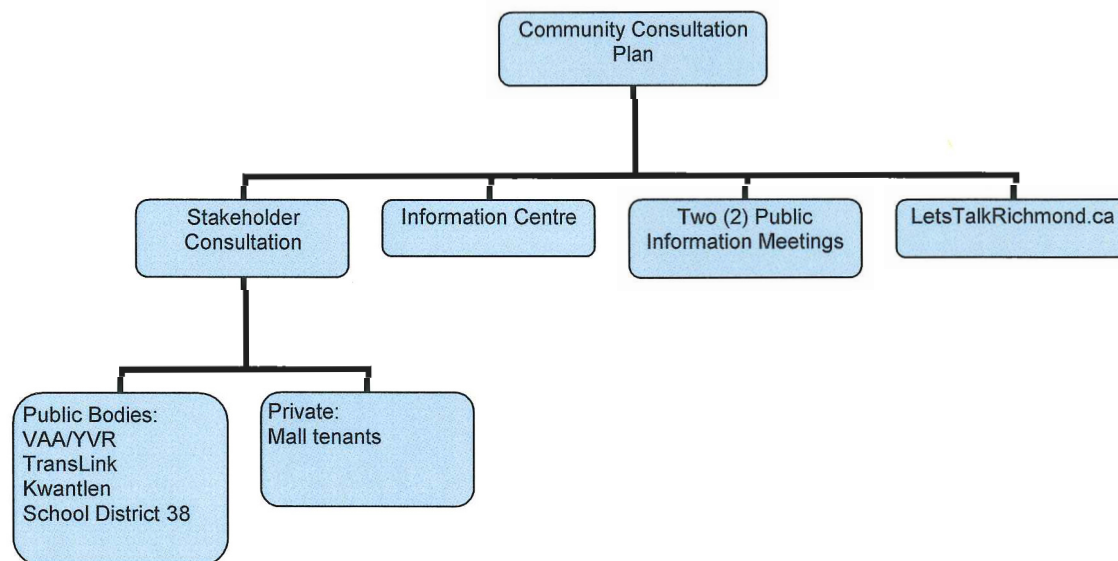
- **Park Plan**  
The park would be acquired in phases (to be considered by the Implementation Strategy). The park planning process would be led by Parks Services staff and is expected to be undertaken in phases as portions of the Major Park are acquired through future phased rezoning applications.
- **City Community Amenity Building**  
The use of the community amenity building(s) is a Council decision. The planning and approval process will be a separate process that will include consultation with Council.
- **Public Art**  
The public art plan for this site will be undertaken through a separate process led by the Public Art Planner.
- **District Energy**  
The district energy (energy plant with an alternative energy source) implementation plan for this site would be undertaken through a separate process led by Lulu Island Energy Company (LIEC) staff and include introduction of a service area bylaw and consultation

with Council. A separate legal parcel would be negotiated for the plant and staff would work with the applicant to determine an appropriate size and location for the plant facility.

#### Details: Proposed Community Consultation Process

Based on the size of the site and its prominent location in the City Centre, staff recommend that the developer conduct a community consultation process regarding the Proposed Master Land Use Plan for the site. The results will inform detailed plan development and the results of the community consultation will be reported to Council in a report tentatively scheduled for April 2018.

The applicant proposes to commence the consultation process in mid-December and to conclude consultation before March 31, 2018. Marzolf and Associates has been retained by the applicant to assist with the community consultation process. Working collaboratively with staff, the applicant would prepare the community consultation information (including notices, display boards, feedback questionnaire, and, physical model). The following provides details for the proposed community consultation process, which Council is asked to endorse.



- Stakeholder Consultation (proposed between December 2017 to April 2018)  
Staff would schedule, organize and attend meetings with the applicant and stakeholders including public bodies (VAA/YVR, TransLink, Kwantlen Polytechnic University, and School District 38) and private stakeholders (current mall tenants) to provide information related to the Proposed Master Land Use Plan and to discuss preferences and concerns. Staff would summarize the outcome of the discussions.

The proposed OCP/CCAP amendments are limited to changes to the distribution of density, building height and land uses, and changes to the shape of the park. Additional density or new uses are not proposed. Based on the scope of the proposed amendments and the extensive consultation process that was undertaken at the time the CCAP was introduced, advisory committees are not included in the list of stakeholders that are proposed to be

consulted at this time. Instead, these organizations may be consulted in the future in association with specific rezoning applications or a separate but related process, such as the use of the community amenity building and/or park plan. (e.g. Advisory Committee on the Environment, Child Care Development Advisory Committee, Vancouver Coastal Health, Community Services Advisory Committee, Public Library Board and/or Museum Society Board).

- Information Centre (proposed mid/late December 2017 to late February 2018)  
The applicant would host an information centre in the existing Lansdowne Centre shopping centre in a vacant commercial space. The information centre would be open to the public during mall hours and would be staffed three (3) afternoons a week, but would not be staffed at other times.

The information available to the public would include:

- Information that is consistent with the material that will be presented at the public information meetings;
  - A large physical model of the Proposed Master Land Use Plan;
  - Information cards that include the scheduled public information meeting dates and times, as well as the LetstalkRichmond.ca web address. Public feedback would be collected through LetstalkRichmond.ca; however, the feedback survey would be launched closer to the date of the first scheduled public information meeting.
- Two (2) Public Information Meetings (proposed between late January and early February 2018)  
The applicant would host a minimum of two (2) public information meetings in an unleased commercial space in the mall. Public information meetings would be held in late January/early February. One event would be hosted on a Saturday between the hours of 10:00 a.m. and 2:00 p.m. and the other on a weeknight evening between the hours of 5:00 p.m. and 8:00 p.m. City staff from different departments in the organization would attend the public information meetings to observe the process and to provide information related to the planning review process, and City policies and guidelines. The information material displayed at the public information meetings would also be posted on the City's webpage. The City's webpage would include a link to the LetsTalk Richmond.ca site and the associated feedback survey.
  - LetsTalkRichmond.ca (proposed early January to early March 2018)  
LetsTalkRichmond.ca, is the City's interactive discussion and community engagement website. This on-line public engagement tool would be used to share information with the public about the Proposed Master Land Use Plan and to collect community feedback.

Rather than distribute paper feedback forms at the information centre and public information meetings, the public would be provided with the LetsTalkRichmond.ca web address and asked to respond to the feedback questionnaire on-line. A limited number of laptops would be available for use by members of the public who prefer to complete the LetsTalkRichmond.ca feedback survey at the public information meeting. The feedback

function on the LetsTalkRichmond.ca website would be available in late January, closer to the time of the first scheduled public information meeting. Those who prefer paper forms would have the option of requesting that a hardcopy of the feedback form is mailed to their address; a postage paid envelope would be included.

While some members of the public would prefer paper copies of feedback forms, encouraging use of the web-based tool is advantageous:

- Staff manage the LetTalkRichmond.ca website and directly receive public feedback responses.
- The system limits opportunity for misinterpretation of hand written comments as well as duplication of responses.
- The process is convenient. The website can be accessed at any time.
- Although basic personal information is required for the system to accept feedback, responses and the identity of those completing the feedback forms is private and secure.
- Responses are systematically organized and can be graphically represented.
- LetsTalkRichmond.ca has a registered mail-out list that includes approximately 2,500 individuals. Email notification of the Proposed Master Land Use Plan will be sent to these individuals.

#### *Notification/Advertisement*

To ensure stakeholders and interested members of the community are notified of the proposed community consultation process, public notification would include:

- Printed notification of the scheduled public information meetings in two (2) local papers (e.g. Richmond News, Richmond Sentinel);
- Social media platforms (e.g. City's Facebook page and Twitter account);
- News release issued to local media as well as posted on the City's website;
- Direct mail-outs in advance of the public information meetings to properties within 100 m of the subject site. The standard notification area includes properties that are within a 50 m radius of the subject site.

At the conclusion of the consultation process, staff will review and analyze the comments that have been received. A report that summarizes the outcome of the public consultation process will be prepared for consideration by Council.

#### **Financial Impact**

There is no financial impact associated with undertaking staff managed, applicant undertaken community consultation regarding the Proposed Master Land Use Plan.

#### **Conclusion**

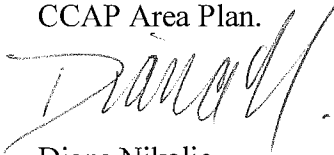
Staff are seeking Council's support to commence community consultation regarding the Proposed Master Land Use Plan for the Lansdowne Centre shopping centre site.



Redevelopment of the existing Lansdowne Centre shopping centre site would be undertaken in phases and requires a strategic master planning approach to manage and coordinate redevelopment of this large and prominent property. The applicant has worked with staff to develop a Proposed Master Land Use Plan, which is attached to this report and includes the approximate amount and type of development, park and open space, and public/city amenities. Although the Proposed Master Land Use Plan includes amendments to the OCP/CCAP, the amendments remain consistent with fundamental CCAP objectives including supporting a strong transit oriented Village Centre, maximizing public open space and amenity within 400 m of a Village Centre, and maximizing connection and mobility options within the City Centre.

The proposed consultation process would be managed by City staff and undertaken by the applicant. At the conclusion of the consultation process, a report would be prepared for Council that includes both a summary of the consultation process and a Concept Master Land Use Plan. Council would be asked to endorse the Concept Master Land Use Plan to guide staff as they work with the applicant to finalize bylaw amendments, a Final Master Land Use Plan, and develop an Implementation Strategy.

The proposed Lansdowne Master Land Use Plan development and community consultation process is similar to that used to successfully prepare and finalize the successful original 2009 CCAP Area Plan.



Diana Nikolic  
Senior Planner (Urban Design)

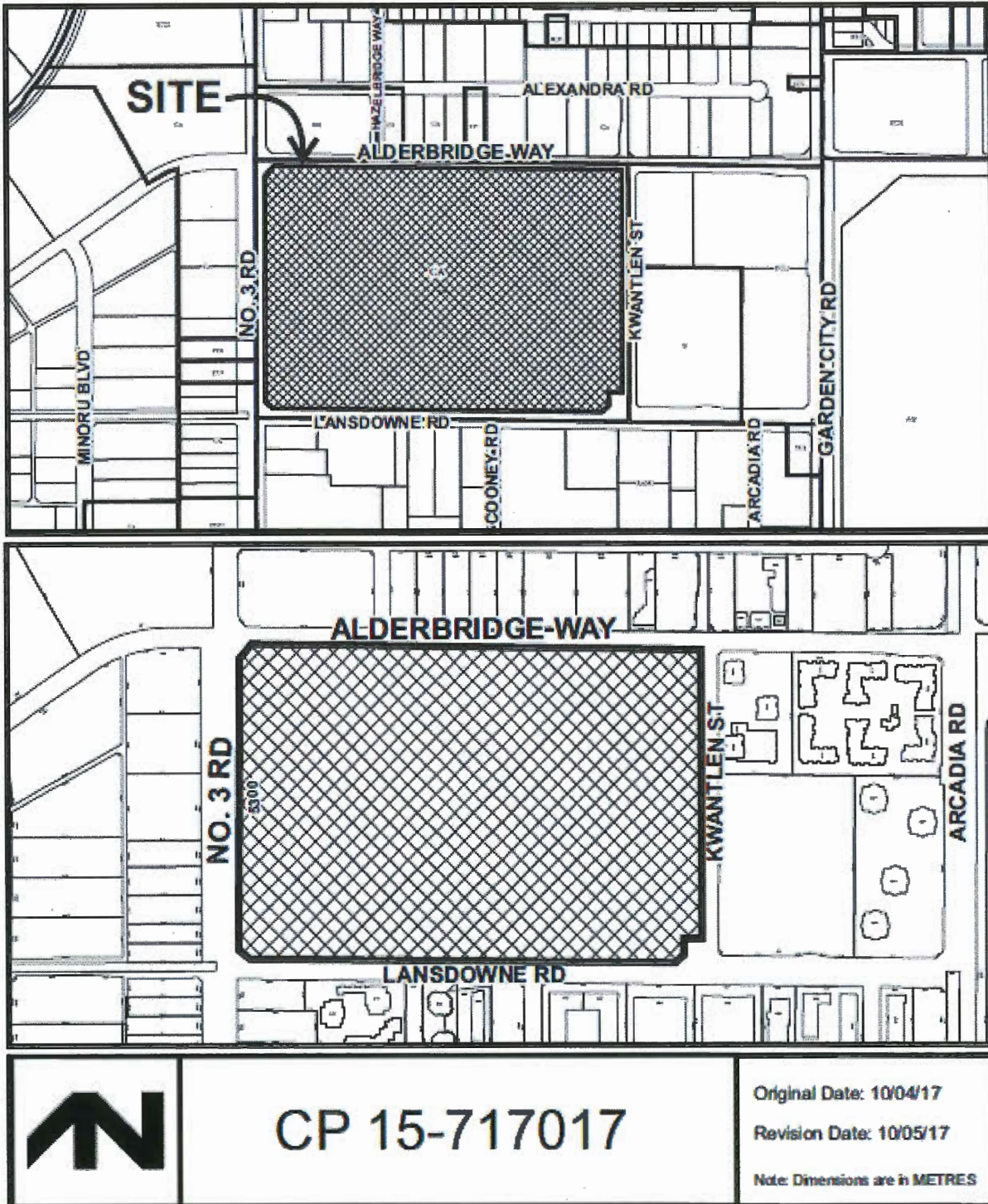
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Att. 1: Location Map

- 2: Proposed Master Land Use Plan
- 3: Specific Land Use Map: Lansdowne Village (2031)
- 4: 400 m (5 Minute Walking Distance) from the Canada Line Station/Village Centre
- 5: Developable Area & Park Area
- 6: Density
- 7: Mixed Uses
- 8: Building Height Dispersal
- 9: Connections & Improved Transit, Pedestrian and Cycling Options
- 10: Excerpt from ADP Minutes (September 7, 2017)



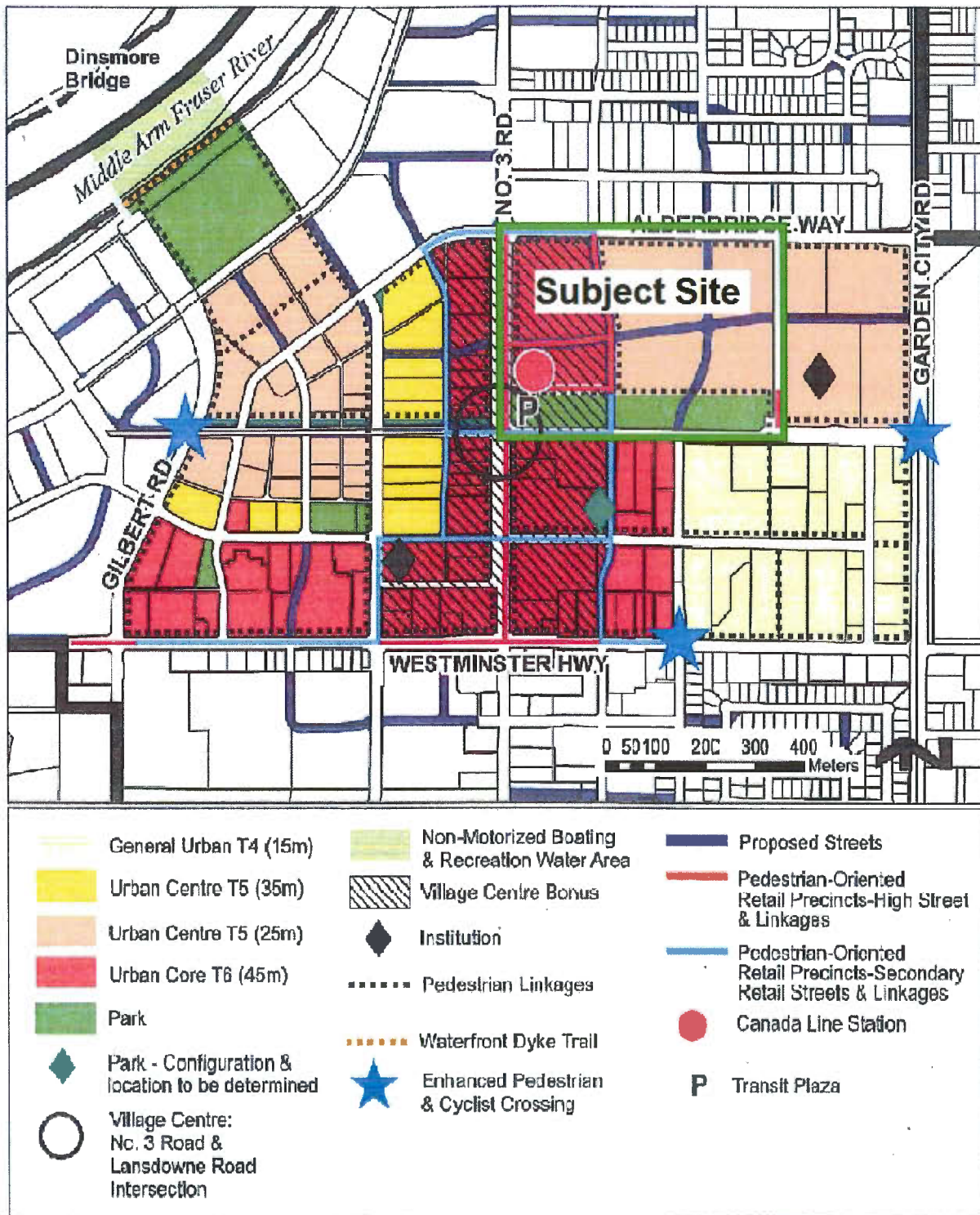
City of  
Richmond







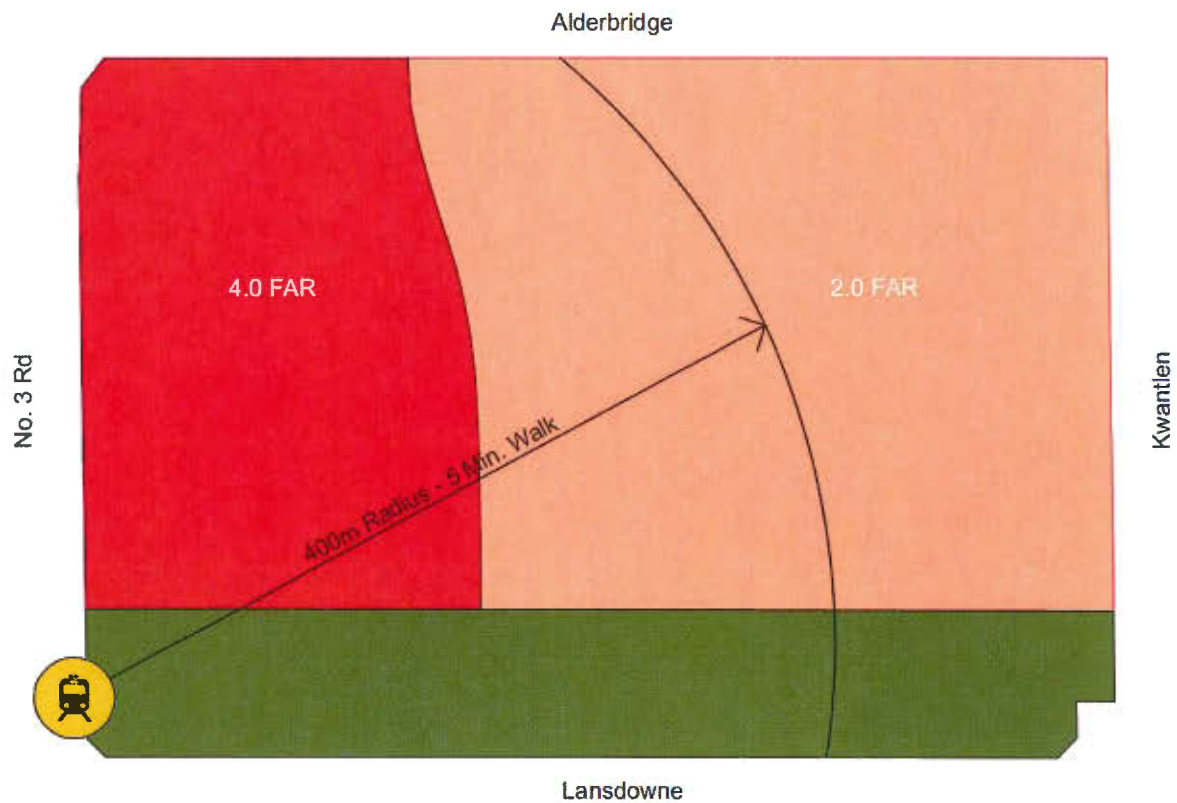
# Specific Land Use Map: Lansdowne Village (2031) Bylaws 3427 & 8516 2010/09/13



400 m Radius (5 minute Walking Distance) from the Canada Line Station/Village Centre

Figure 1 Existing CCAP: Land use designations and 400 m radius (5 minute walking distance) from Canada Line Station

The CCAP supports the greatest building density and height, mix of land uses, and concentration of amenities, including Major Park area, within a 400 m radius (5 minute walking distance) from a Canada Line station/Village Centre.





## Developable Area & Park Area

Figure 1 Existing CCAP: Allocation of developable area and park areas

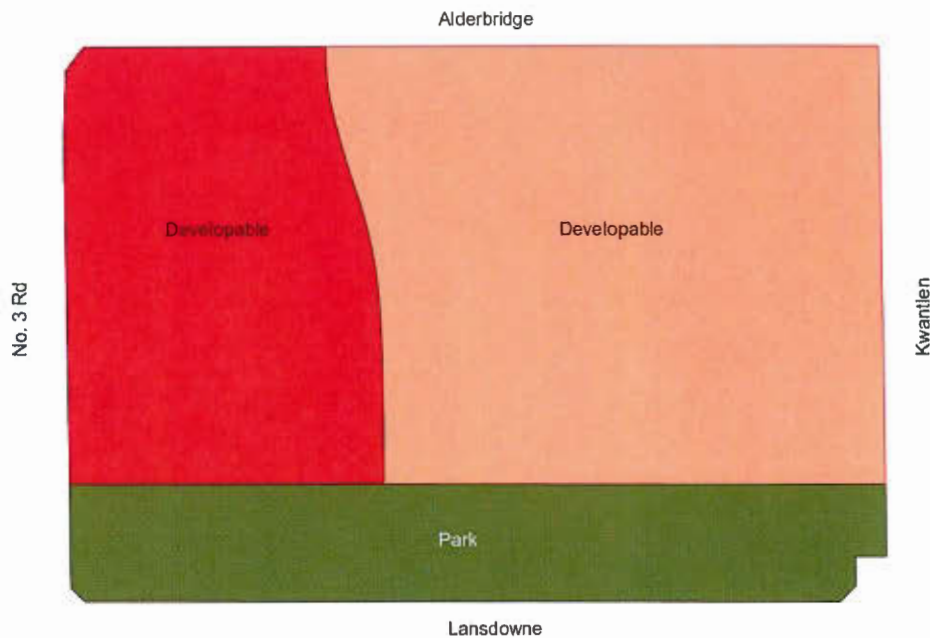
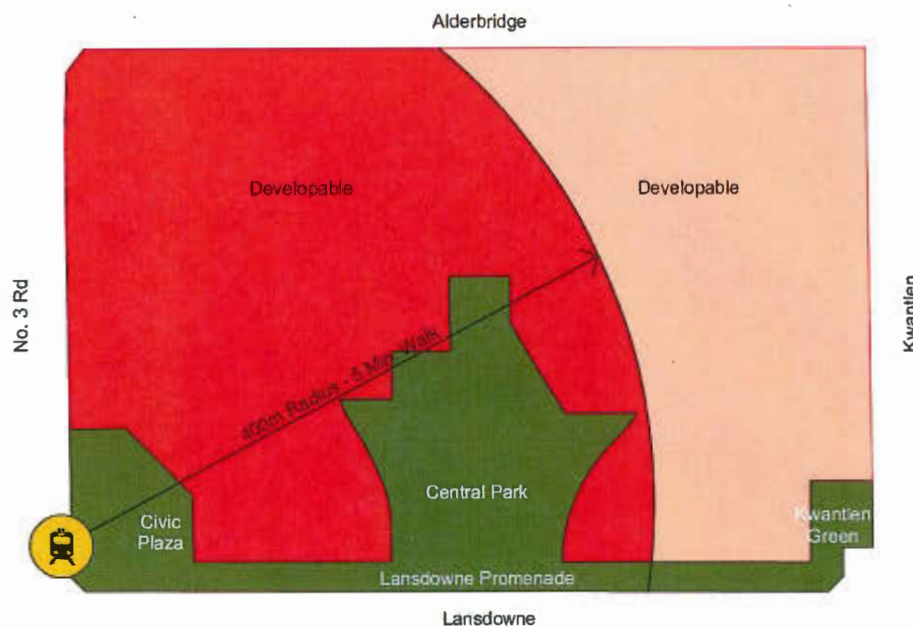


Figure 2 Proposed Master Land Use Plan: Allocation of developable area and park areas

The Proposed Master Land Use Plan includes changes to the shape of the park that increase the total park area within a 400 m radius (5 minute walking distance) from the Canada Line station/Village Centre. Consistent with the CCAP, the Major Central Park is entirely within a 5 minute walking distance from the Canada Line station/Village Centre.



## Density

Figure 1 Existing CCAP: 76% of the permitted on-site density is within a 400 m radius (5 minute walking distance) from the Canada Line station/Village Centre

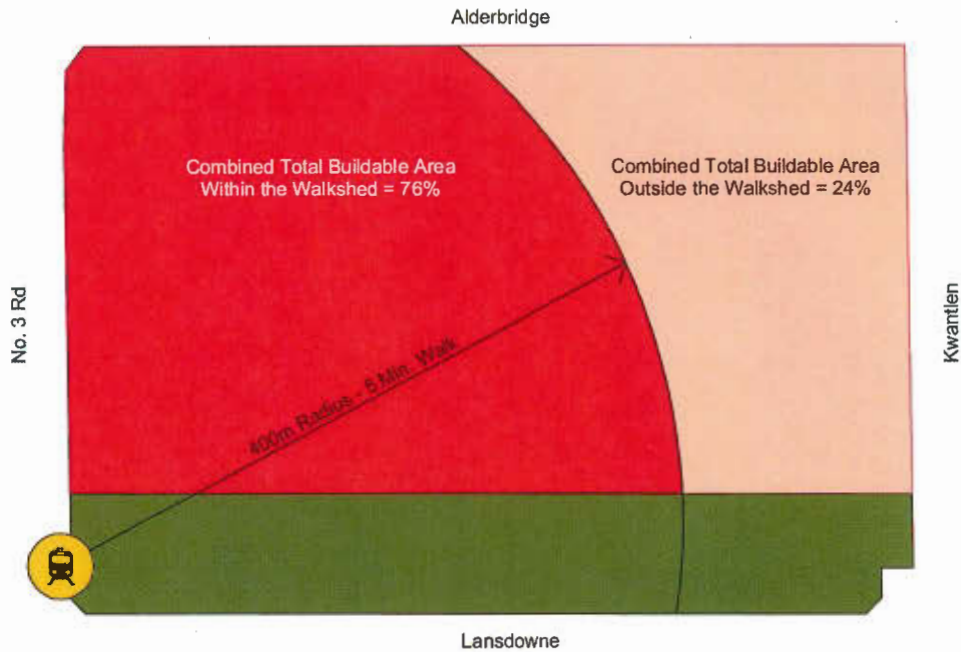
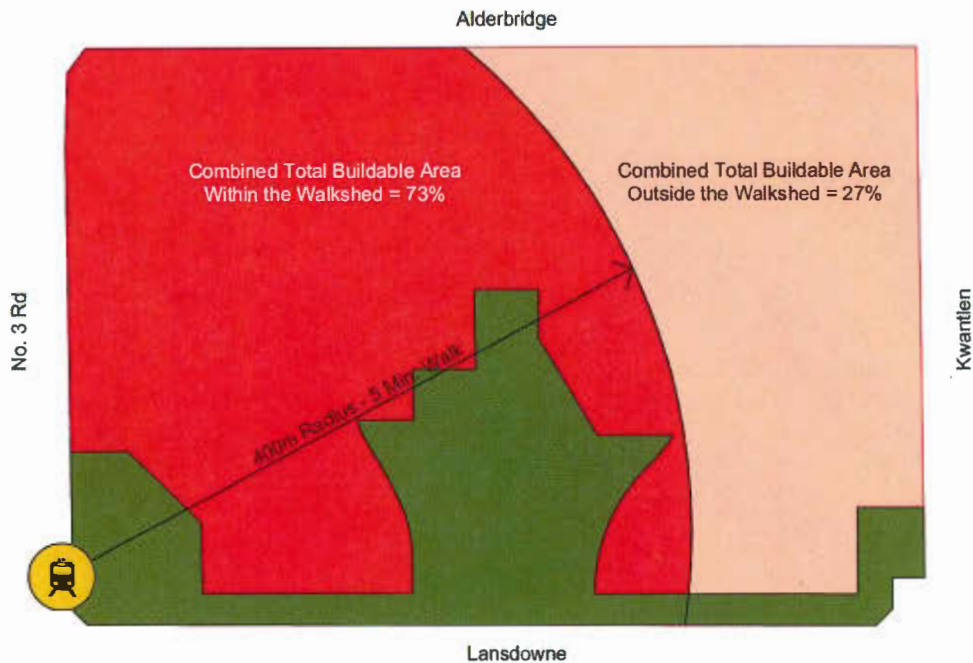


Figure 2 Proposed Master Land Use Plan: 73% of the proposed on-site density is within 400 m (5 minute walking distance) from the Canada Line station/Village Centre and the total park area within a 400 m radius (5 minute walking distance) from the Canada Line station/Village is increased



## Mixed Uses

Figure 1 Existing CCAP: Mixed uses are limited to the portion of the site located west of Hazelbridge Way

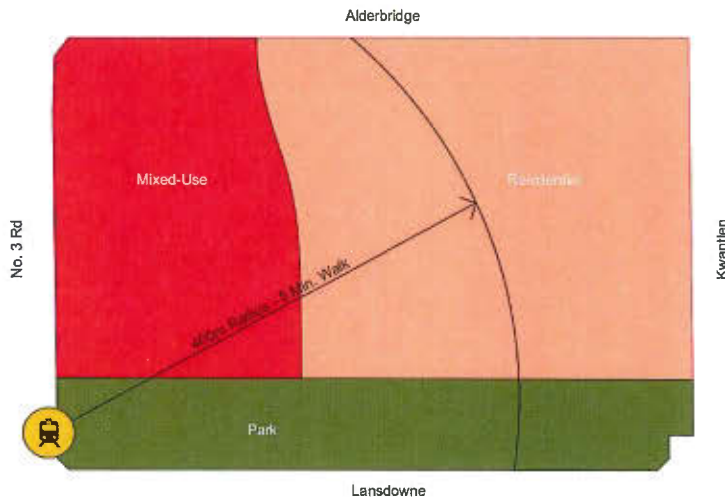


Figure 2 Proposed Master Land Use Plan: Mixed uses are expanded to support CCAP objectives

Consistent with the CCAP's objective to maximize the mix of uses within a 400 m radius (5 minute walking distance) of a Village Centre and in support of the CCAP's designation of Hazelbridge Way as a Pedestrian-Oriented Retail Precincts-High Street and Linkage, the Proposed Master Land Use Plan extends the mixed use land designation to a limited portion of the property on the east side of Hazelbridge Way.



## Building Height Dispersal

Figure 1 Existing CCAP: Building heights are limited to 45 m west of Hazelbridge Way and 25 m east of Hazelbridge Way.

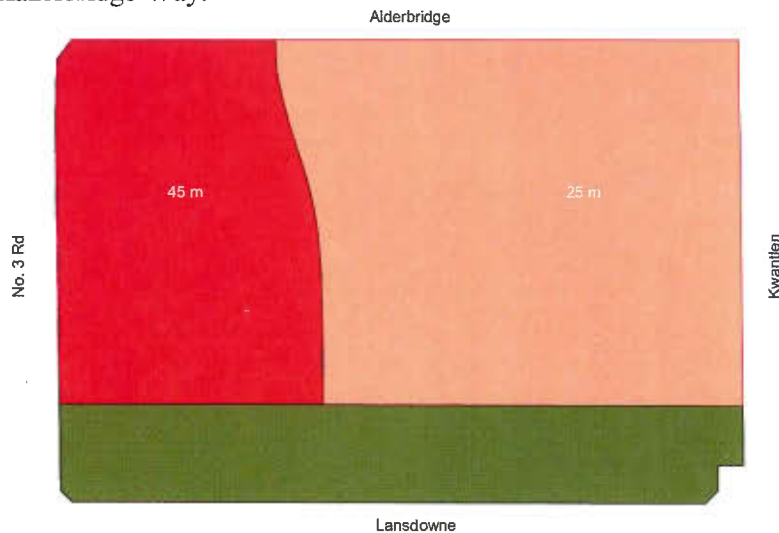


Figure 2 Proposed Master Land Use Plan: Strategic consideration of proposed building heights

The dispersal of building heights in the Proposed Master Land Use Plan is based on consideration of:

- Proximity to the Canada Line station/Village Centre;
- Site planning objectives including framing the park and public spaces;
- Adjacent land uses (ex. residential towers to support ground level commercial high-street uses); and
- The CCAP's objective to encourage a varied skyline





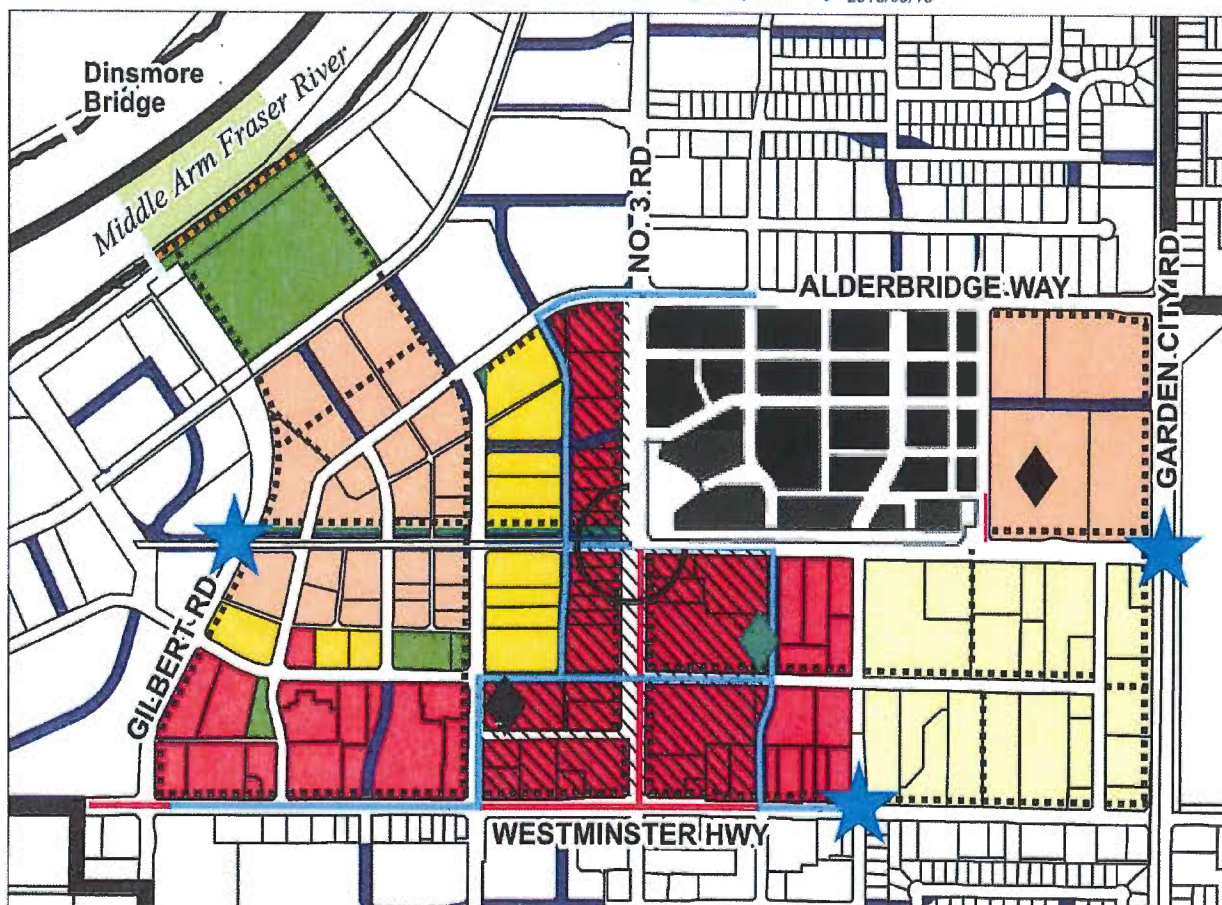
## Connections & Improved Transit, Pedestrian and Cycling Options

Figure 1: Introduction of a finer grid of on-site connections than required by the CCAP

A primary objective of the OCP and the CCAP is shortening existing long blocks in the City Centre by introducing more and better connections for vehicles, pedestrians and cyclists.

Figure 1 overlays the on-site connections that are proposed by the applicant on the existing Lansdowne Village Specific Land Use Map. The original plan indications only north/south extension of Hazelbridge Way and Cooney Road between Alderbridge Way and Lansdowne Road, and a new east/west road to connect No. 3 Road and Kwantlen Street.

### Specific Land Use Map: Lansdowne Village (2031) Bylaws 6427 & 8516 2010/09/13





Connections & Improved Transit, Pedestrian and Cycling Options (continued)

Figure 2 Proposed Master Land Use Plan: Public open space and greenway connections



Figure 2 Proposed Master Land Use Plan: Summary of proposed on-site connections



## **Advisory Design Panel**

**Thursday, September 7, 2017**

- ...
2. **CP 15-717017 – CITY CENTRE AREA PLAN AMENDMENT APPLICATION TO CHANGE THE SHAPE OF THE CITY PARK AND CHANGE THE DISPERSAL OF HEIGHT AND DENSITY ON THE 50-ACRE SITE. NO ADDITIONAL DENSITY IS PROPOSED. THE ADVISORY DESIGN PANEL IS BEING CONSULTED ON THE PROPOSED MASTER LAND USE PLAN.**

ARCHITECT: Dialog

PROPERTY LOCATION: 5300 No. 3 Road

### **Applicant's Presentation**

Jim Cox, Vanprop Investments Ltd., Joost Bakker and Matthew Thomson, Dialog, presented the project and answered queries from the Panel.

### **Panel Discussion**

*Comments from the Panel were as follows:*

- support the proposed block sizes on site; key to achieving permeability within the site is by securing public rights of way over private property, dedicated road and park; openings also need to be welcoming spatially and architecturally; building massing on Parcel 1A is supported;
- not concerned with the proposed tower on Parcel 11 outside of the 400-meter walkshed as the whole site is well organized and walkable from/to the Lansdowne station;
- support the location and design of the Major Park as opposed to a long linear park; the width of the “throat” between the two roads adjacent to the park should be maintained and the park should be visible from No. 3 Road; ensure park width is maintained between Hazelbridge and Cooney and that the park is not walled in by development; also, public access over private property between the plaza and the park is essential to provide pedestrian connection from Lansdowne station to the park;
- support the proposed hard paved plaza; however, enhance the landscaping in the detailed design of the plaza to make the plaza more inviting to the public and meet City Centre Area Plan (CCAP) requirements, e.g. required percentages for urban forest and eco amenities; the space will need to be well programed to be successful;

- the project is a welcome addition to the City Centre; appreciate the overall building forms and architectural expression at this stage of the project; the design team is commended for their commitment to design excellence; the applicant is advised to also commit to landscape architecture design excellence to ensure a resilient, long-lived landscape even over slab; the City is also encouraged to buy-in to the design excellence theme, e.g. through designing pedestrian oriented streets;
- consider incorporating a commuter bicycle path along the No. 3 Road corridor which has the potential to become a major bicycle corridor;
- applicant needs to resolve the challenges of dealing with stormwater in a meaningful way and move beyond just a visual expression of water in the proposed development;
- Canada Line corridor along No. 3 Road lacks planting and currently appears as a grey environment; applicant needs to enhance planting along No. 3 Road;
- appreciate the high quality of presentation by the applicant;
- appreciate the City for the opportunity given to the Panel to review the Master Land Use Plan;
- the applicant is commended for the high quality of materials package provided to the Panel;
- in general, permeability at ground level is good;
- support the strategy to disperse building heights and density over a larger area on site; no concerns with a tower on Lot 11 or massing on parcel 1A;
- support the central location of the park along Lansdowne Road as opposed to the linear park; creates a more holistic vision for the whole precinct and still connects to the City;
- large projects done by a single architect tend to result in uniformity of style and types of housing; applicant is encouraged to introduce a variety of housing styles as the site develops;
- difficult to comment on the proposed civic plaza as proposed uses for the civic building is yet to be determined; however, investigate whether Parcel 1B should have more density than currently proposed considering its proximity to Lansdowne station and the prominent No. 3 Road and Lansdowne Road intersection;
- appreciate the proposed park-side water features; however, investigate its practicality;
- permeability at ground level is good;
- mid-block connections between buildings and on the edges should be planned and maintained through legal agreements; mid-block connections through strata is not encouraged due to potential safety and security issues and should be designed with consideration of possible future gate locations;

- on-site loading areas could be shared with pedestrians; look at precedent on potential treatment and pedestrianization of loading areas at University of British Columbia, Yaletown, and Gastown in Vancouver;
- understand the rationale for the proposed density and building massing for Parcel 1A; appreciate the applicant's move to anticipate the requirements for the future location of a grocery store in this parcel;
- support the location of the 400-meter walkshed outlier tower as some municipalities are using an 800-meter walkshed for rapid transit;
- look at opportunities for introducing traffic calming, on-street parking and specialized materials on road cross sections throughout the site;
- western leg of the new East-West Road could be treated differently if ownership is retained by the applicant;
- public-private roads and mid-block connections could be maintained through legal agreements;
- appreciate the 4-8 storey podiums connecting towers as shown in the plans; Panel support for the proposal is based on what is currently presented to the Panel, e.g. proposed building heights and spaces between buildings;
- support the proposed civic central plaza; however, careful programming is needed to encourage public use;
- the applicant is encouraged to maintain the building design excellence theme, which should be enforced through design guidelines;
- applicant is encouraged to give attention to landscape and pedestrian realm signage and lighting in all parcels and how they connect with each other; could be included in the design guidelines to maintain the connection;
- City is encouraged to maintain what is presented by the applicant and supported by the Panel;
- commend the applicant and City staff for the proposed design changes to the CCAP without an overall increase to the proposed density;
- appreciate that public art will be included in the project;
- appreciate the attention to public spaces and connection and circulation throughout the site; applicant is encouraged to give further thought to these as the project moves forward;
- the applicant is encouraged to investigate further opportunities for integrating public art into the project and to coordinate with the City's public art planner;
- the applicant's six design principles provided clear direction which resulted in the successful design of the project, e.g. hierarchy of access in and around the site and distribution of density;
- appreciate the workable connections between the four diverse edge conditions around the site;

- Parcel 1A frontages greater than 100 meters is not an issue as they are not obstructing the key access points to the Lansdowne station and plaza;
- support the proposed density for Parcel 1A; appreciate the proposed distribution of density around the site;
- support the location of the 400-meter walkshed outlier tower on Parcel 11; the proposed drift in density and height is a welcome break from the typical rigid arrangement of height and massing in the city center and frames the park well;
- Cooney Road extension helps frame the park and will be a significant north/south connection in the city centre; provide identity to the east side of the road;
- potential conflict on the south end of Hazelbridge Way extension with the pedestrian access from the plaza to the park could be an issue; support the plan for road closures during periods of heavy pedestrian traffic, e.g. during events and festivals; maintaining a strong east-west connector and north-south connection via Cooney Road will help make Hazelbridge Way a flexible north-south connector;
- support for private ownership of the west leg of the new East-West Road; appreciate the gateway approach with two office towers, one on either side of the road; would make the street vibrant; consider a pedestrianized surface treatment for the road which could also accommodate heavy vehicle traffic;
- connector road from the plaza to the park appears constrained; consider introducing a flared aperture on the west side to provide a clearer pedestrian connection from Lansdowne station to the park and enhance wayfinding to the park;
- general hierarchy of connections and access points in and around the site is well presented; support the design of the north/south greenway connecting the park to the northern portion of the site which is a welcome departure from rigid pedestrian walkways;
- the proposed civic plaza is the main pedestrian entry to the site; however, the plaza space could experience an empty feeling during early morning and late evening hours;
- consider the No. 3 Road edge condition; a potential empty edge along No. 3 Road could be hard to control; however, it could be mitigated through wayfinding, directing pedestrian traffic and enhancing the landscape treatment; the applicant is encouraged to give attention to this important issue;
- the design of the civic building should not only be iconic but its proposed uses should also help activate the plaza space during day and night times;
- overall, the project is unique and provides a historical opportunity for the whole development to be greater than its various parts;



- consider moving back the towers from the edges of the north-south greenway to maintain a human scale for pedestrian traffic along the greenway; the towers should not overpower pedestrian activities along this corridor;
- consider introducing traffic calming measures that include raised pedestrian crosswalks throughout the proposed development, especially along Cooney Road for pedestrian safety;
- support the proposed distribution of building heights and density on site based on the 400-meter walkshed;
- commend the design team for the high quality presentation and materials package provided to the Panel;
- the project is moving in the right direction in terms of sustainability;
- strongly recommend energy sharing between different types of uses;
- the design team needs to focus on central gravity for the energy; consider installing the central plant in Phase 2 (mixed use development) of the project where most of the energy sharing will occur;
- temporary energy centers are not generally supported as they are used for heating purposes only, rather than both heating and cooling, and will negatively impact future energy sharing;
- appreciate the applicant not indicating LEED targets as they are moving targets; however, the applicant needs to set tangible sustainability targets; the City is advised to encourage the applicant to set targets for thermal energy demand, energy use, and greenhouse gas emissions;
- net-zero building targets are a broad term; currently, the project does not include provisions to realistically identify the development as a net-zero development;
- building design excellence is evident in the project; however, it should not be limited to building shape and form but should include thermal performance; slab edges shown in the model will impact thermal performance;
- the applicant is advised to proactively set high energy targets at the start of the project as future energy codes will require more stringent energy targets;
- appreciate the ground level permeability and proposed density for Parcel 1A;
- not concerned with the 400-meter walkshed outlier tower on Parcel 11; provides a visual connection to the Lansdowne station;
- support an alternative road design for the south end of Hazelbridge Way;
- public art should be part of the design guidelines as the project moves forward; public art should be experiential; consider a Master Land Use Plan for public art in the project;
- the project should have a clear landscape plan that is included in the design guidelines;

- basically, the project should be treated as a development in a park; the buildings should include another layer of park and open space at the top of the buildings;
- design development is needed to simplify the connection between the plaza and the park; scale needs to be considered; and
- the project is a major development and will set the standard for other developments in the City; hope that the design team will continue to pursue design excellence until the completion of all phases of the project.

**Panel Decision**

It was moved and seconded

*That CP-717017 be supported to move forward to Council's Planning Committee subject to the applicant giving consideration to the comments of the Panel.*

**CARRIED**



# City of Richmond

## Report to Committee

**To:** Finance Committee  
**From:** Jerry Chong, CPA, CA  
Director, Finance  
**Re:** 2018 Capital Budget

**Date:** November 17, 2017  
**File:** 03-0985-01/2017-Vol 01

### Staff Recommendation

1. That the 2018 Capital Budget totalling \$160,064,190 be approved and staff authorized to commence the 2018 Capital Projects; and
2. That the 2018 Capital Budget totalling \$160,064,190 and the 2019 - 2022 Capital Projects be included in the 5 Year Financial Plan (2018 - 2022).

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

App. 13

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
CONCURRENCE OF SMT	INITIALS: 
APPROVED BY CAO 	

## Executive Summary

Capital funds are directed towards infrastructure and asset management programs ranked based on the highest priority projects to respond to Council direction and provide services to the citizens of Richmond. The 2018 Capital Budget totalling \$160.0 million includes significant investment in infrastructure renewal to maintain community viability. A more detailed breakdown of each program is included in the appendices to this report.

The following is an overview of the major program areas funded through the capital budget with selected highlights of proposed 2018 initiatives being recommended to Council.

### Infrastructure – \$71.6M:

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The City's Infrastructure Program includes: dykes, roads, drainage and sanitary pump stations, drainage, water, and sanitary mains.

The 2018 program includes River Parkway Road Extension - Gilbert Road to Cambie Road (\$10.5M), Dike Upgrades (\$5.9M), No. 4 Road Reconstruction from Blundell Road to Granville Ave (\$1.8M), Citywide Street Light Replacement and Sidewalk Repair Program (\$1.1M), Watermain Replacement – River Parkway (\$1.0M), Pilot Sewer Grease and Heat Recovery Facilities (\$3.5M), Water Metering Program (\$6.5M), and re-pavement programs (\$4.5M).

### Building – \$40.8M:

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The Building Program includes major building construction and renovation projects as well as minor facility upgrades.

The 2018 building program includes Phoenix Net Loft Building Stabilization (\$11.5M), Animal Shelter Replacement (\$8.0M), Lawn Bowling Club Replacement (\$4.0M), Advancement of Partial Funding for the Canada Line Capstan Station (\$3.5M), Gateway Theatre Infrastructure Replacements - First Stage (\$3.3M), Works Yard Ageing Mechanical and Building Envelope Infrastructure Replacement (\$2.5M) and Thompson Community Centre Heat Pump Replacements (\$0.5M).

### **Parks – \$11.5M:**



Richmond is renowned for its high quality parks and recreation facilities, with over 145 parks totalling approximately 1,950 acres. In addition to the City's parks, Richmond also has 73 kilometers of recreational trails.

The 2018 program includes strategic Parkland Acquisition (\$4.0M) to satisfy the OCP objective of maintaining the parks provision standard of 7.66 acres/1,000 population, Aberdeen Park Playground and Garden Construction (\$1.3M), Garden City Lands Phase 3 - Park Construction and Community Hub Design (\$1.6M) and London/Steveston Phase 2 (\$0.5M).

### **Land – \$10.0M:**



The 2018 Land Acquisition Program relates to the City's Real Estate Section's acquisition of real property for the City. Funds for land acquisition to meet the Council Approved Strategic Real Estate Investment Plan, other than DCC and other special reserve funded projects, are set aside in the Capital Reserve under the Industrial Use Fund. Council approval is required for each acquisition; funding is in place to act on opportunities as they arise.

### **Equipment – \$10.5M:**



The Equipment Program includes IT hardware and software, fleet and equipment, as well as fire vehicle and equipment replacement.

The 2018 equipment program includes Closed Circuit Television for Signalized Intersections (\$2.2M), 2018 Digital Strategy Implementation (\$1.0M), Vehicle and Equipment Reserve Purchases (\$3.4M), Fire Vehicle Replacement Reserve Purchases (\$1.1M) and Electrical Power Capacity Design for Shore Power & Electrical Vehicle Charging (\$0.4M).



## **Staff Report**

### **Origin**

Subsection 165(1) of the Community Charter requires the City to adopt a 5 Year Financial Plan (5YFP) Bylaw. The 5YFP Bylaw includes operating, utility and capital budgets for year 2018 and provides estimates for the remaining years of the five-year program. The 5YFP (2018 - 2022) Bylaw provides the City with the authority to proceed with spending as outlined in the Bylaw. The 5YFP must be balanced and therefore includes proposed funding sources.

The 5YFP provides authorization for the use of certain funding sources such as Development Cost Charges (DCCs) and Statutory Reserves. The 5YFP will be prepared once Council has approved each of the 2018 components.

The Capital Budget (the “budget”) is one of the main components in preparing the 5YFP. The budget includes all expenditures that improve, replace and extend the useful life of the City’s asset inventory, which has a net book value greater than \$2.2 billion. The Capital Budget allows the City to sustain existing civic infrastructure, while also adding new assets and services to serve the growing community.

The Long Term Financial Management Strategy (LTFMS) is a set of principles created by Council to guide the financial planning process. It is Council policy and a key component of the LTFMS to ensure that sufficient long term capital funding for infrastructure replacement and renewal is in place in order to maintain community viability and generate economic development.

### **Analysis**

This report presents the proposed 2018 Capital Budget and seeks Council review and approval on 2018 recommended projects and the operating expenditures associated with each respective project. The proposed Capital Budget for 2018 is \$160.0 million. This report also presents the projects currently planned for years 2019 - 2022 as required; however the projects will be subject to final approval in each subsequent year.

The City’s capital budget ensures appropriate planning for required projects and their related funding to demonstrate the complete impact of major multi-year projects. Capital requirements are driven by many factors including growth, maintenance of current ageing infrastructure and ensuring that the City is consistently meeting industry standards as well as legislated and regulatory requirements.

The City continues to see sustained population and economic growth. Significant additional growth is projected through 2041 under the Official Community Plan. This new growth requires expansion of City infrastructure in order to maintain the high level of civic services expected by new and current residents. As the City continues to mature, existing infrastructure is nearing the end of its lifespan and/or capacity. Continuous, ongoing investment in replacement and maintenance of ageing infrastructure is required to maintain service levels and protect civic assets. Capital investment allows the City to take advantage of new technology and building practices to improve operational efficiency and accrue environmental benefits from the use of

more sustainable building practices and equipment. Finally, the Capital Budget also includes internal transfers and debt repayment to replenish reserve accounts used to provide interim funding for various projects.

## **2018 Capital Process**

Each division sets priorities specific to their area of expertise. A project submission is completed detailing the scope of work, review of alternatives, financial impact, and proposed funding sources. In addition, the submission is self-ranked using established criteria summarized in Appendix 1. The process behind the 2018 - 2022 Capital Budget is illustrated in Appendix 2.

The Capital Review Committee (CRC) which is comprised of Directors from each City division reviewed and ranked each project submission. To ensure consistent application of the established ranking criteria, the CRC determines the final ranking for each submission giving consideration to strategic and master plans, policies and Council priorities.

The ranked projects are consolidated and the projects are recommended based on funding availability. Project funding recommendations are then reviewed by the Senior Management Team (SMT) and the CAO. The final recommendation is consolidated to form the 2018 Capital Budget presented to Finance Committee for review and approval.

### *Public Input*

In October 2017, a pre-budget planning consultation was held providing an opportunity for the public to submit comments. All comments were reviewed by staff and were considered in the budget process.

### *Finance Committee Input*

Appendix 3 provides a list of the recommended projects. At the Finance Committee's discretion, any Capital project recommended for funding may be removed from the recommended list. In addition, any Capital project that is not recommended for funding may be reconsidered for recommendation, subject to funding availability. Appendix 4 provides a list of those projects not recommended for funding. The details of projects not recommended for funding are included in Appendix 9.

## **Major Facilities Phase 2 Highlights**

### *Animal Shelter*

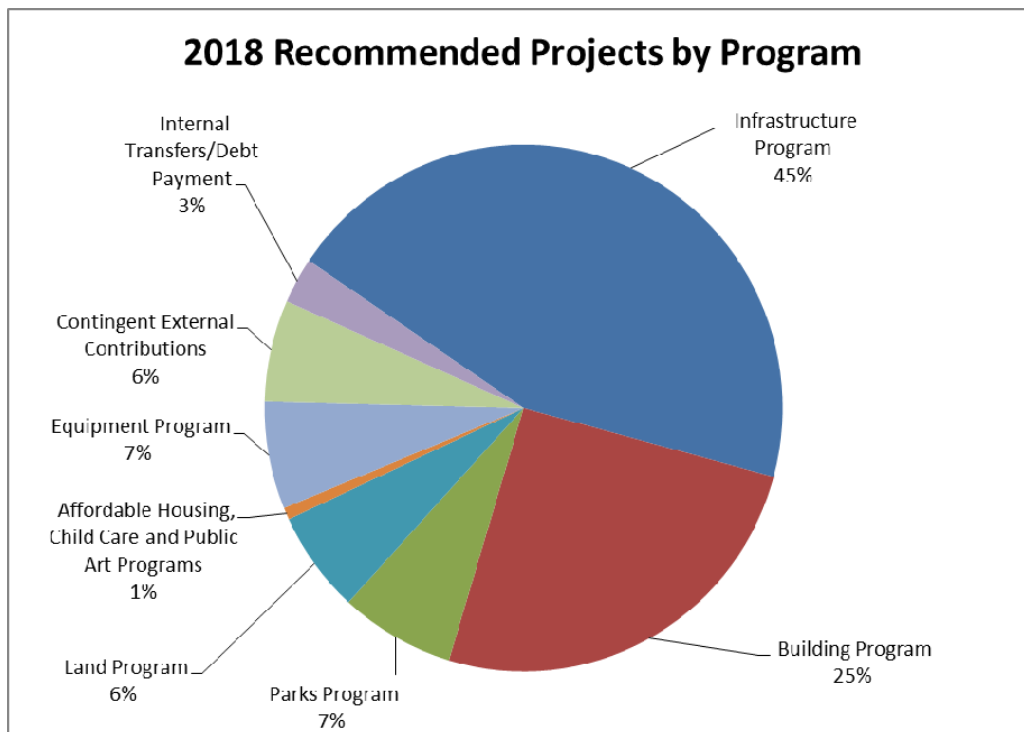
The current Animal Shelter is located at No.5 Road. The one story 4,580 ft<sup>2</sup> facility was built in 1978. Since then, the population of Richmond has grown from approximately 80,000 in 1978 to the current population of over 200,000. This project is for a replacement facility which will both increase the shelter capacity and modernize the facility and operations in order to address both current and future needs in the community. Council approval for the concept design is expected in early 2018 after which the capital budget and operating budget impact will be refined.

### *Lawn Bowling Clubhouse*

This project will replace the current lawn bowling clubhouse in Minoru Park to provide users an improved experience as well as help to attract more provincial and national caliber events as a result of improved amenities and more space. The Richmond Lawn Bowling Club has been actively fundraising to support this project. Council approval for the concept design is expected in early 2018 after which the capital budget and operating budget impact will be refined.

The 2018 recommended capital projects by program are summarized in Figure 1.

**Figure 1 – 2018 Recommended Projects by Program**



The following is an overview of the recommended Capital program that supports new infrastructure needs compared to the replacement of existing infrastructure.

### **New 2018 Capital Costs**

The new capital costs total \$91.4M (57%) of the 2018 Capital Budget, which includes:

- River Parkway Road Extension - Gilbert Road to Cambie Road - \$10.5M (page 38)
- Strategic Land Acquisition - \$10.0M (page 114)
- Water Metering Program - \$6.5M (page 60)
- Pilot Sewer Grease and Heat Recovery Facility - \$3.5M (page 69)
- Public Works Infrastructure Advanced Design - \$2.5M (page 78)
- Closed Circuit Television for Signalized Intersections - \$2.2M (page 131)
- Garden City Lands Phase 3 - Park Construction and Community Hub Design - \$1.6M (page 100)
- Digital Strategy Implementation - \$1.0M (page 124)
- Affordable Housing Projects - City Wide - \$0.4M (page 117)

## **Replacement 2018 Capital Costs**

The replacement capital costs total \$54.1M (34%) of the 2018 Capital Budget, which includes:

- Phoenix Net Loft Building Stabilization - \$11.5M (page 95)
- Animal Shelter Replacement - \$8.0M (page 86)
- Lawn Bowling Club Replacement - \$4.0M (page 90)
- Vehicle and Equipment Reserve Purchases (PW and Corporate Fleet) - \$3.4M (page 119)
- Gateway Theatre Infrastructure Replacements - First Stage - \$3.3M (page 88)
- No. 4 Road Reconstruction from Blundell Road to Granville Ave - \$1.8M (page 37)
- Steveston Gravity Sewer Replacement and Rehabilitation - \$1.8M (page 76)
- Box Culvert Repair - \$1.5M (page 48)
- Parks Strategic Ageing Infrastructure Replacement - \$0.9M (page 107)

## **Contingent External Contributions**

Contingent External Contributions of \$10.0M (6%) (page 140) is an estimate of external grants that may be received throughout the year for various projects. Spending will only incur if funds are confirmed. Including an estimate in the Capital Budget will allow staff to request scope changes to existing projects without having to wait until the Bylaw Amendment, which is typically in the fall of the next budget year.

## **Internal Transfers and Debt Repayment**

Internal Transfer and Debt Repayment total \$4.5M (3%) of the 2018 Capital Budget includes:

- 7080 River Road Repayment – \$2.3M (page 142)
- River Road/North Loop Repayment – \$1.7M (page 145)

The details of each recommended project is attached in Appendix 8.

## **2018 Capital Budget Funding Sources**

The 2018 capital budget uses a variety of funding sources which include:

- Development Cost Charges (DCCs) – These contributions are made through development and are used for growth related projects.
- External Sources – These include grants awarded from Provincial and Federal Governments, developer contributions (other than DCCs) and other non-City related sources.
- Reserves – These are funds established by bylaws for specific purposes and are funded primarily by budgeted contributions from the Operating and Utility Budgets and developer contributions plus interest earned on fund balances.
- Appropriated Surplus – These are funds set aside for specific initiatives.
- Rate Stabilization Account (RSA) – This is a provision account established by Council and funded by prior year's surplus to provide funding to stabilize tax increases or for any one-time expenditure requests without a tax impact.

The funding of the recommended projects has been allocated while maintaining the long-term strategy of building reserve balances to fund future infrastructure replacement and

improvements. Generally, projects are funded up to the annual amount transferred into each available reserve.

For information purposes, Appendix 5 summarizes the projects recommended for funding from the Revolving Fund. The Revolving Fund is used to fund a variety of general projects which do not have dedicated sources of funding such as Development Cost Charges, Watermain Replacement Reserve and Sanitary Sewer Reserve.

For 2018, there are 10 capital projects that were recommended by SMT and the CAO to be partially or fully funded from the Rate Stabilization Account. Appendix 6 summarizes the projects recommended for funding from the Rate Stabilization Account.

Appendix 7 summarizes all the 2018 recommended projects funded by Development Cost Charges, which are monies collected from developers to offset some of the infrastructure costs related to new growth.

The funding sources of the 2018 recommended projects are summarized in Table 1.

**Table 1 – 2018 Funding Sources**

<b>Funding Sources</b>	<b>Amount</b>
Reserves	\$97.0
Provisions	12.1
Rate Stabilization	8.0
<i>Subtotal - Internal</i>	<i>\$117.1</i>
DCCs	31.6
External Sources	11.3
<i>Subtotal - External</i>	<i>\$42.9</i>
<b>Total 2018 Funding</b>	<b>\$160.0</b>

Approximately \$97.0 million of this year's capital plan is funded by the Reserves and \$42.9 million through external sources and DCCs, which are contributed by developers, significantly reducing the potential impact of these projects upon taxpayers.

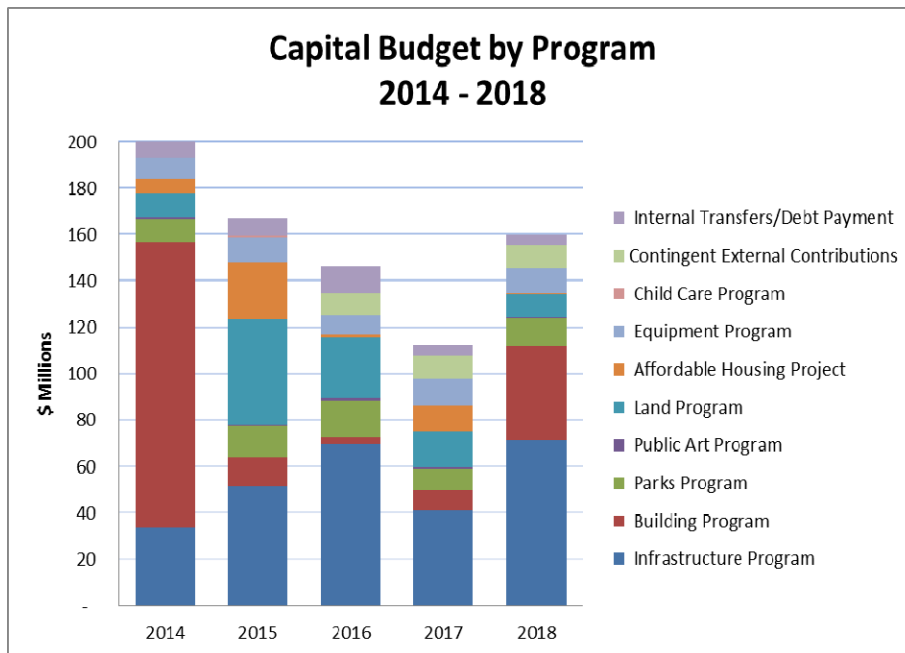
### **Recommended 2018 versus Historical (2014 - 2017) Capital Budget Analysis**

Figure 2 provides analysis of the program types of the capital budget as amended for the past four years compared to the 2018 recommended capital plan. For the years 2014 - 2017, Capital Budgets as amended average \$127.5 million annually after adjusting for the major facilities approved in the 2014 capital plan.

In 2014, Council approved \$124.1 million for major facilities, of which \$50.0 million was financed through Municipal Finance Authority (MFA). This included funding for the Minoru Centre for Active Living, No.1 Brighthouse Fire Hall and City Centre Community Centre. Appendix 3 includes a legend of the funding sources for each project. Funding details of each individual submission are included in Appendix 8.



**Figure 2 – Capital Budget by Program 2018 vs. Historical**



**Propose 2018 - 2022 Capital Budget**

Figure 3 shows the 5 Year Capital Plan from 2018 to 2022, which proposes to continue to invest an average of \$116.5 million each year in the City's assets.

**Figure 3 – Proposed 5 Year Capital Plan by Program 2018 to 2022**

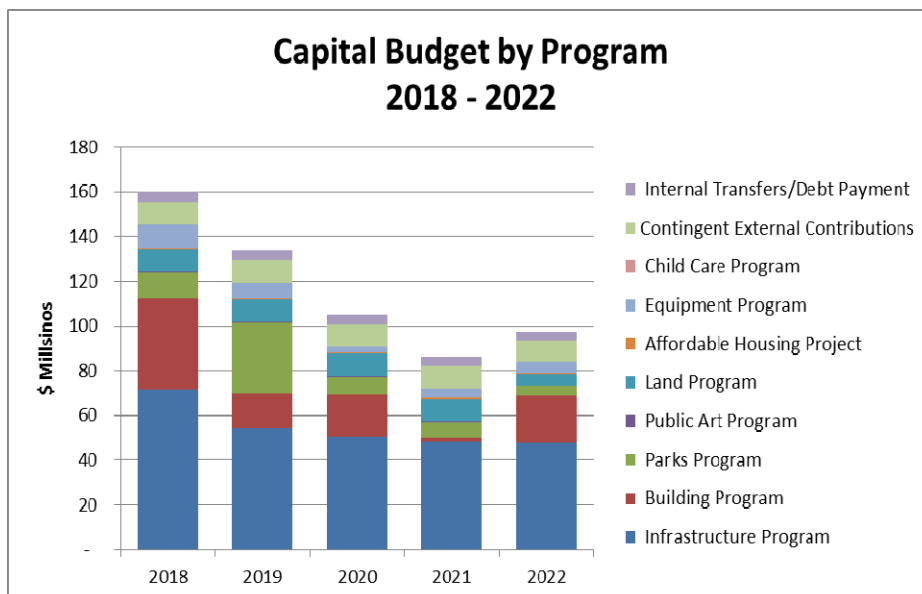


Table 2 presents a summary of the amount of proposed investment for Capital Projects for 2019 - 2022. A listing of the 2018 - 2022 Capital Projects is presented in Appendix 10. A summary of the 5 Year Capital Program and Funding Sources is presented in Appendix 11. Highlights of the 2019 - 2022 projects are summarized in Appendix 11.

**Table 2: Proposed 2019 to 2022 Capital Projects (in millions)**

Year	Amount	OBI
2019	\$133.7	\$1.4
2020	\$104.9	\$0.6
2021	\$86.1	\$0.6
2022	\$97.5	\$0.5

### 2018 Operating Budget Impact

Upon completion of capital projects, new assets are added to the City's inventory. There are costs associated with maintaining these new assets. For example, a new building will require staffing, janitorial services, gas and hydro utility costs; a new park will include annual maintenance and labour costs. This ongoing maintenance cost is the Operating Budget Impact (OBI) associated with the new asset which is added to the operating budget.

OBI's were reviewed by the Capital Review Committee as part of the Capital submission review process. The total OBI relating to the 2018 recommended projects is \$1.2 million. \$0.2 million of the OBI is associated with water and sewer utility projects. If the respective projects are approved, these will be incorporated into the 2019 utility budget, as part of the 5 Year Financial Plan (2018 - 2022). The remaining \$1.0 million will be added to the operating budget if the associated projects are approved. To minimize the budget impact, an OBI phase in plan is adopted each year. For the recommended 2018 Capital Program, the OBI is proposed to be phased in over two years.

Table 3 presents a summary of the recommended Capital Budget and associated OBI by program.

**Table 3: Recommended 2018 Capital and OBI by Program (in millions)**

Program (in millions)	Amount	OBI
Infrastructure Program	\$71.6	\$0.75
Building Program	40.8	0.13
Parks Program	11.5	0.19
Equipment Program	10.5	0.16
Contingent External Grants	10.0	0.00
Land Program	10.0	0.00
Internal Transfer/Debt Payment	4.5	0.00
Affordable Housing Program	0.6	0.00
Public Art Program	0.3	0.01
Child Care Program	0.2	0.00
<b>Total 2018 Capital &amp; OBI</b>	<b>\$160.0</b>	<b>\$1.24</b>

## **Financial Impact**

The 2018 Capital Budget with a total value of \$160.0 million will enable the City to maintain and advance the asset inventory that continues to provide necessities and benefits to the community. The OBI associated with these projects is \$1.2 million and once approved will be incorporated into the 2018 - 2022 5YFP.

## **Conclusion**

The recommended Capital budget for 2018 is \$160.0 million. The Capital Review Committee worked closely with SMT and the CAO to represent the interests of all stakeholders to ensure that the 2018 capital program addresses Council priorities and meets the needs of the community while effectively utilizing available funding.



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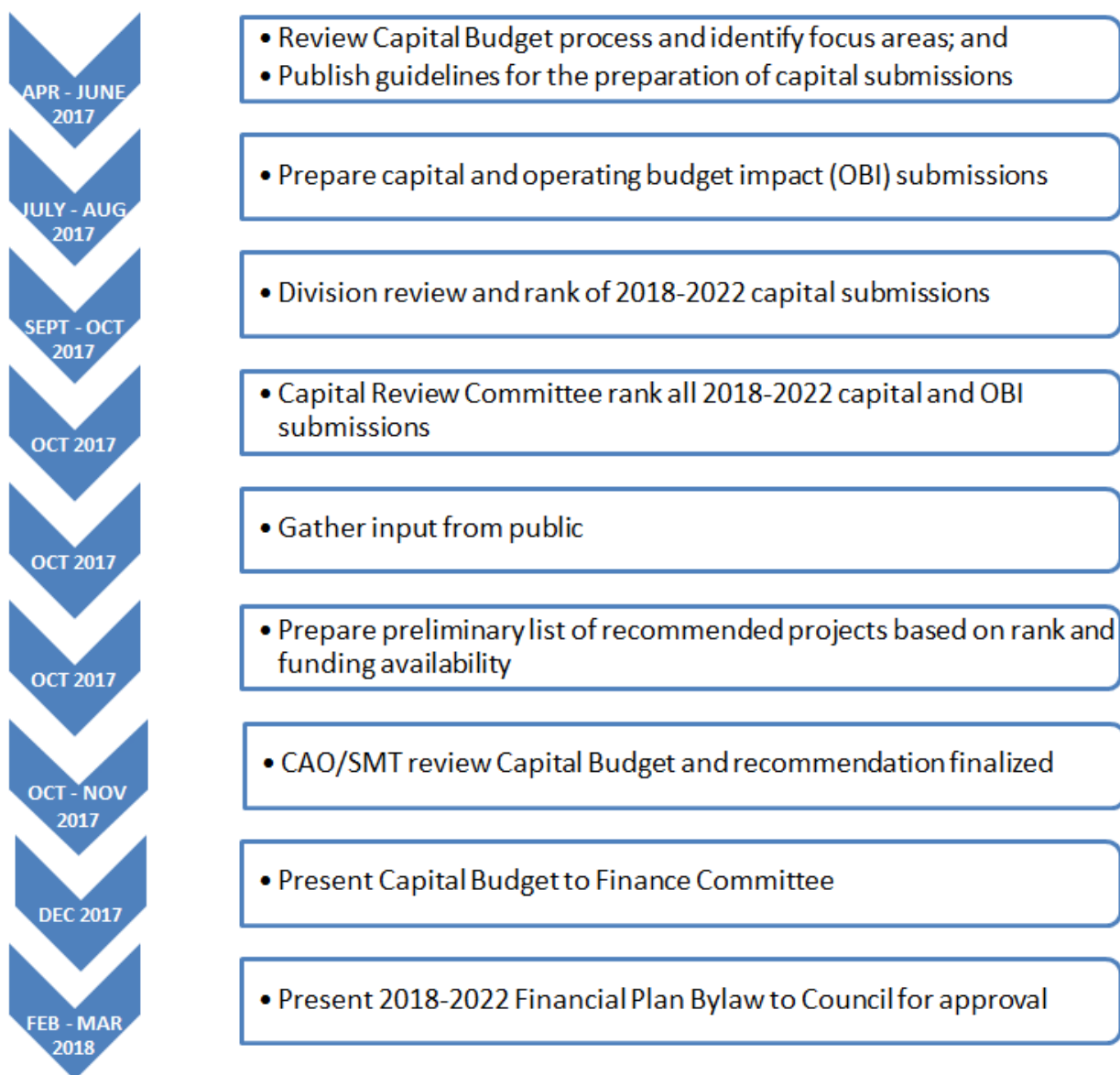
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- Appendix 1: Capital Ranking Criteria
- Appendix 2: 2018 Capital Budget Process
- Appendix 3: 2018 Summary of Capital Projects - RECOMMENDED
- Appendix 4: 2018 Summary of Capital Projects - NOT RECOMMENDED
- Appendix 5: 2018 Summary of Projects Funded by Revolving Fund
- Appendix 6: 2018 Summary of Projects Funded by Rate Stabilization Fund
- Appendix 7: 2018 Summary of Projects Funded by Development Cost Charges
- Appendix 8: 2018 Details of Recommended Projects by Program
- Appendix 9: 2018 Details of Not Recommended Projects by Program
- Appendix 10: 5 Year Capital Plan Summary (2018 - 2022)
- Appendix 11: 5 Year Capital Plan by Funding Sources (2018 - 2022)
- Appendix 12: 5 Year Capital Plan by Program (2018 - 2022)
- Appendix 13: 2019 - 2022 Capital Plan Highlights

## Capital Ranking Criteria



## 2018 Capital Budget Process





Project Name	Funding Source	Total Investment	Total OBI	Ref
<b>INFRASTRUCTURE PROGRAM</b>				
<b>Roads</b>				
Accessible Pedestrian Signal Program	D/R	250,000	11,750	24
Active Transportation Improvement Program	D/R/E	1,000,000	28,609	25
Alderbridge Way Multi-Use Pathway, No. 4 Road to Shell Road	D/R/E	1,200,000	12,047	26
Annual Asphalt Re-Paving Program - MRN	A	1,549,000	-	27
Annual Asphalt Re-Paving Program - Non-MRN	A	2,982,000	-	28
Arterial Roadway Improvement Program	D/R	350,000	17,882	29
Bridge Rehabilitation Program	S	290,000	2,513	30
Cambie Road Improvement, River Road to No. 3 Road	D/R	1,500,000	1,365	31
City Centre Cycling Network Plan	D/R	150,000	-	32
Citywide Street Light Replacement and Sidewalk Repair Program	S	1,080,000	-	33
LED Street Name Sign Program	D/R	200,000	10,625	34
Leslie Road Improvement, River Parkway to approximately 150m to the east	D/R	1,200,000	665	35
Neighbourhood Walkway Program	D/R	500,000	26,202	36
No. 4 Road Reconstruction from Blundell Road to Granville Ave	S	1,786,000	-	37
River Parkway Road Extension - Gilbert Road to Cambie Road	D/R	10,500,000	36,871	38
Special Crosswalk Program	D/R	350,000	16,425	39
Traffic Calming Program	D/R	100,000	11,767	40
Traffic Signal Pre-emption Program	D/R	100,000	5,313	41
Traffic Signal Program	D/R	800,000	33,438	42
Traffic Video and Communication Program	D/R	400,000	25,000	43
Transit-Related Amenity Improvement Program	D/R/A	100,000	7,286	44
Transit-Related Roadway Improvement Program	D/R/E	350,000	11,136	45
Transportation Planning, Functional and Preliminary Design	D/R	265,000	-	46
<b>Total Roads</b>		<b>\$ 27,002,000</b>	<b>\$258,894</b>	
<b>Drainage</b>				
Box Culvert Repair	R	1,500,000	-	48
Burkeville Drainage Improvements	R	2,000,000	12,500	49
Development Coordinated Works - Drainage	R	250,000	25,000	50
Dike Upgrades	R	5,850,000	84,063	51
Drainage Pump Station Generator Upgrade	R	130,000	12,500	52
Drainage Pump Station Rehabilitation	R	300,000	-	53
East Richmond Drainage & Irrigation Upgrades	R	465,600	8,750	54
Headwall Replacement and Ditch Infills	R	500,000	-	55
Horseshoe Slough Dredging	R	1,818,000	-	56
Laneway Drainage Upgrade - Broadmoor Boulevard (North)	R	1,182,720	10,000	57
<b>Total Drainage</b>		<b>\$ 13,996,320</b>	<b>\$ 152,813</b>	

Legend: **A**=Appropriated Surplus; **D**=Development Cost Charges; **E**=External Sources; **R**=Reserves; **S**=Rate Stabilization;

Project Name	Funding Source	Total Investment	Total OBI	Ref
<b>INFRASTRUCTURE PROGRAM</b>				
<b>Water</b>				
Development Coordinated Works - Water	R	250,000	25,000	59
Water Metering Program	R/A	6,506,000	125,000	60
Watermain Replacement Program	D/R	6,276,000	-	61
Watermain Replacement River Parkway	R	1,045,000	12,705	62
Watermain Tie-in and Restoration	R	250,000	-	63
<b>Total Water</b>		<b>\$ 14,327,000</b>	<b>\$ 162,705</b>	
<b>Sanitary Sewer</b>				
Eckersley B Sanitary Pump Station	D/R	2,650,000	25,059	65
Gravity Sewer Assessment Program	R	450,000	-	66
Gravity Sewer Replacement - South of Richmond Street between No. 1 Road and 2nd Avenue	R	825,000	2,500	67
Manhole and Inspection Chamber Replacement Program	R	250,000	-	68
Pilot Sewer Grease and Heat Recovery Facility	R	3,500,000	32,219	69
Pump Station Resiliency - Pilot Project	R	390,000	5,000	70
Sanitary Forcemain Valve Installations	R	100,000	12,414	71
Sanitary Pump Station and Forcemain Assessment, Upgrade and Grease Management	R	600,000	12,414	72
Sanitary Sewer Tie-in and Restoration	R	500,000	-	73
SCADA System Improvements	R	150,000	-	74
Sidaway Yard Trailer and Scale Installation	A	936,000	72,172	75
Steveston Gravity Sewer Replacement and Rehabilitation	R	1,839,000	5,000	76
<b>Total Sanitary Sewer</b>		<b>\$ 12,190,000</b>	<b>\$ 166,778</b>	
<b>Minor Public Works</b>				
Public Works Infrastructure Advanced Design	D/R	2,530,000	-	78
Public Works Minor Capital - Drainage	R	300,000	-	79
Public Works Minor Capital - Roads	S	300,000	-	80
Public Works Minor Capital - Sanitary	R	450,000	-	81
Public Works Minor Capital - Sanitation & Recycling	A	300,000	-	82
Public Works Minor Capital - Traffic	S	250,000	9,167	83
<b>Total Minor Public Works</b>		<b>\$ 4,130,000</b>	<b>\$9,167</b>	
<b>TOTAL INFRASTRUCTURE PROGRAM</b>		<b>\$ 71,645,320</b>	<b>\$750,357</b>	

Legend: **A**=Appropriated Surplus; **D**=Development Cost Charges; **E**=External Sources; **R**=Reserves; **S**=Rate Stabilization;

Project Name	Funding Source	Total Investment	Total OBI	Ref
<b>BUILDING PROGRAM</b>				
<i><b>Building</b></i>				
Advancement of Partial Funding for the Canada Line Capstan Station	R	3,500,000	-	85
Animal Shelter Replacement	R	8,000,000	-	86
City Hall Annex Renovation	R/S	5,700,000	138,750	87
Gateway Theatre Infrastructure Replacements - First Stage	R	3,337,000	-	88
Gateway Theatre Lighting Infrastructure and Systems Renewal	R	673,400	-	89
Lawn Bowling Club Replacement	R	4,000,000	-	90
Thompson Community Centre Heat Pump Replacements	A/S	520,000	(11,500)	91
Watermania System Ageing Mechanical and Building Envelope Infrastructure Replacement	R	1,000,000	-	92
Works Yard Ageing Mechanical and Building Envelope Infrastructure Replacement	R	2,515,000	-	93
<i><b>Total Building</b></i>		<b>\$ 29,245,400</b>	<b>\$ 127,250</b>	
<i><b>Heritage</b></i>				
Phoenix Net Loft Building Stabilization	R	11,500,000	-	95
<i><b>Total Heritage</b></i>		<b>\$ 11,500,000</b>	<b>-</b>	
<b>TOTAL BUILDING PROGRAM</b>		<b>\$ 40,745,400</b>	<b>\$ 127,250</b>	
<b>PARKS PROGRAM</b>				
<i><b>Parks</b></i>				
Aberdeen Park Playground and Garden Construction	D/R	1,250,000	60,507	97
City Tree Planting Program	A	200,000	11,250	98
Garden City Community Park Dog Park	D/R	150,000	15,960	99
Garden City Lands Phase 3 - Park Construction and Community Hub Design	D/R	1,625,000	44,868	100
London/Steveston Phase 2	D/R	480,000	24,709	101
Minoru Park Cultural Precinct Site Improvements	S	800,000	6,008	102
Minoru Park Renewal Phase 1	D/R	250,000	-	103
Parks Advance Planning & Design	D/R	600,000	-	104
Parks General Development	D/R	500,000	5,420	105
Parks Identity Signage Program	D/R	200,000	27,456	106
Parks Strategic Ageing Infrastructure Replacement	R	900,000	-	107
Playground Replacement and Safety Upgrade System	R	500,000	-	108
<i><b>Total Parks</b></i>		<b>\$ 7,455,000</b>	<b>\$196,180</b>	
<i><b>Parkland</b></i>				
Parkland Acquisition	D/R	4,000,000	-	110
<i><b>Total Parkland</b></i>		<b>\$ 4,000,000</b>	<b>-</b>	
<b>TOTAL PARKS PROGRAM</b>		<b>\$ 11,455,000</b>	<b>\$ 196,180</b>	

Legend: A=Appropriated Surplus; D=Development Cost Charges; E=External Sources; R=Reserves; S=Rate Stabilization;

Project Name	Funding Source	Total Investment	Total OBI	Ref
<b>PUBLIC ART PROGRAM</b>				
<i>Public Art</i>				
Public Art Program	R	347,572	6,250	112
<b>TOTAL PUBLIC ART PROGRAM</b>		<b>\$ 347,572</b>	<b>\$6,250</b>	
<b>LAND PROGRAM</b>				
<i>Land</i>				
Strategic Land Acquisition	R	10,000,000	-	114
<b>TOTAL LAND PROGRAM</b>		<b>\$ 10,000,000</b>	<b>-</b>	
<b>AFFORDABLE HOUSING PROGRAM</b>				
<i>Affordable Housing</i>				
Affordable Housing 2018 Operating Initiatives	R	220,000	-	116
Affordable Housing Projects - City Wide	R	400,000	-	117
<i>Total Affordable Housing</i>		<b>\$ 620,000</b>	<b>-</b>	
<b>TOTAL AFFORDABLE HOUSING PROGRAM</b>		<b>\$ 620,000</b>	<b>-</b>	
<b>EQUIPMENT PROGRAM</b>				
<i>Annual Fleet Replacement</i>				
Vehicle and Equipment Reserve Purchases (PW and Corporate Fleet)	R/A	3,422,777	52,225	119
<i>Total Vehicle</i>		<b>\$ 3,422,777</b>	<b>\$ 52,225</b>	
<i>Fire Dept Vehicles and Equipment</i>				
Fire Vehicle Replacement Reserve Purchases	R	1,112,116	-	121
Richmond Fire Emergency Equipment Replacement	R	126,530	10,000	122
<i>Total Fire Dept Vehicles and Equipment</i>		<b>\$ 1,238,646</b>	<b>10,000</b>	
<i>Information Technology</i>				
2018 Digital Strategy Implementation	A/S	1,023,877	63,474	124
Annual Hardware Refresh	A	426,750	-	125
ePlans for Residential and Commercial Building	A	141,000	12,000	126
Network Infrastructure Core Refresh	R	361,711	-	127
Property Management System (Amanda) Upgrade	A	375,000	25,000	128
Telephone System Equipment Replacement	R/A	402,094	-	129
<i>Total Information Technology</i>		<b>\$ 2,730,432</b>	<b>\$ 100,474</b>	

Legend: *A*=Appropriated Surplus; *D*=Development Cost Charges; *E*=External Sources; *R*=Reserves; *S*=Rate Stabilization;

Project Name	Funding Source	Total Investment	Total OBI	Ref
<b>EQUIPMENT PROGRAM</b>				
<i>Equipment</i>				
Closed Circuit Television for Signalized Intersections	A	2,185,242	-	131
Electrical Power Capacity Design for Shore Power & Electrical Vehicle Charging	A	425,000	-	132
South Arm Boiler Replacement and Domestic Water Repiping	S	540,000	1,500	133
<b>Total Equipment</b>		<b>\$ 3,150,242</b>	<b>\$ 1,500</b>	
<b>TOTAL EQUIPMENT PROGRAM</b>		<b>\$ 10,542,097</b>	<b>\$ 164,199</b>	

<b>CHILD CARE PROGRAM</b>				
<i>Child Care</i>				
Child Care - Research, Studies and City Personnel/Consultant Expenses	R	60,000	-	135
Child Care Projects - City Wide (Capital Grants)	R	50,000	-	136
Child Care Projects - City Wide (Projects)	R	100,000	-	137
Child Care Projects - City Wide Non-Capital Grants	R	10,000	-	138
<b>TOTAL CHILD CARE PROGRAM</b>		<b>\$ 220,000</b>	<b>-</b>	

<b>CONTINGENT EXTERNAL CONTRIBUTION</b>				
Contingent External Contribution	E	10,000,000	-	140
<b>TOTAL CONTINGENT EXTERNAL CONTRIBUTION</b>		<b>\$ 10,000,000</b>	<b>-</b>	

<b>INTERNAL TRANSFERS/DEBT PAYMENT</b>				
<i>Internal Transfers/Debt Payment</i>				
7080 River Road Repayment	D/R	2,341,384	-	142
Lansdowne Rd Extension	D	77,263	-	143
Nelson Road Interchange Repayment	D	385,098	-	144
River Road/North Loop Repayment	D	1,685,056	-	145
<b>TOTAL INTERNAL TRANSFERS/DEBT PAYMENT</b>		<b>\$ 4,488,801</b>	<b>-</b>	

<b>Total 2018 Capital Program</b>		<b>\$ 160,064,190</b>	<b>\$1,244,236</b>	
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<b>OBI Type</b>	
Operating OBI	\$ 991,342
Utility OBI	252,893
<b>Total OBI</b>	<b>\$1,244,236</b>

Legend: *A*=Appropriated Surplus; *D*=Development Cost Charges; *E*=External Sources; *R*=Reserves; *S*=Rate Stabilization;



Project Name	Funding Source	Total Investment	Revolving Fund	Total OBI	Ref
<b>INFRASTRUCTURE PROGRAM</b>					
Asphalt Re-Paving Program - Non-MRN Backlog Management	R	1,000,000	1,000,000	-	147
Monds Neighbourhood Walkway and Roadway Improvements	R	1,000,000	1,000,000	59,600	148
<b>TOTAL INFRASTRUCTURE PROGRAM</b>		<b>\$ 2,000,000</b>	<b>\$ 2,000,000</b>	<b>\$ 59,600</b>	
<b>BUILDING PROGRAM</b>					
Britannia Japanese Duplex & First Nations Bunkhouse	R	3,815,000	3,815,000	413,100	150
City Hall GHG Emissions Reduction through Heat Recovery	R/A	150,000	90,000	(4,000)	151
Library and Cultural Centre Deep Energy Retrofits	R/A/E	860,000	585,000	(19,000)	152
<b>TOTAL BUILDING PROGRAM</b>		<b>\$ 4,825,000</b>	<b>\$ 4,490,000</b>	<b>\$ 390,100</b>	
<b>EQUIPMENT PROGRAM</b>					
Energy Management Projects - Gas Equipment Replacement and Upgrade Phase 1	A	395,000	-	-	154
Public Safety Mobile Command Vehicle	R	992,000	992,000	-	155
Watermania Competition & Entertainment Enhancement	A	748,000	-	-	156
<b>TOTAL EQUIPMENT PROGRAM</b>		<b>\$ 2,135,000</b>	<b>\$ 992,000</b>	<b>-</b>	
<b>Total 2018 Capital Program – Not Recommended</b>		<b>\$8,960,000</b>	<b>\$ 7,482,000</b>	<b>\$ 449,700</b>	

Legend: *A*=Appropriated Surplus; *D*=Development Cost Charges; *E*=External Sources; *R*=Reserves; *S*=Rate Stabilization;

**PURPOSE:** Each year, the Revolving Fund is utilized to fund various capital projects. This summary shows the 2018 capital projects and the corresponding amounts funded by the Revolving Fund.

Project Name	Total Investment	Revolving Fund	Total OBI	Ref
<b><i>Building</i></b>				
City Hall Annex Renovation	5,700,000	992,000	138,750	87
Gateway Theatre Lighting Infrastructure and Systems Renewal	673,400	673,400	-	89
Watermania Ageing Mechanical and Building Envelope Infrastructure Replacement	1,000,000	1,000,000	-	92
<b><i>Total Building</i></b>	<b><i>\$7,373,400</i></b>	<b><i>\$2,665,400</i></b>	<b><i>\$138,750</i></b>	
<b><i>Parks</i></b>				
Garden City Lands Phase 3 - Park Construction and Community Hub Design	1,625,000	625,000	44,868	100
Parks Strategic Ageing Infrastructure Replacement	900,000	900,000	-	107
Playground Replacement and Safety Upgrade System	500,000	500,000	-	108
<b><i>Total Parks</i></b>	<b><i>\$3,025,000</i></b>	<b><i>\$2,025,000</i></b>	<b><i>\$44,868</i></b>	
<b>Total 2018 Projects Funded by Revolving Fund</b>	<b><i>\$10,398,400</i></b>	<b><i>\$4,690,400</i></b>	<b><i>\$183,618</i></b>	

The City Assist Factor on Roads DCC and Parks DCC projects are also funded by the Revolving Fund.

City Assist Factor on Parks Acquisition	\$377,312
City Assist Factor on Parks Development	\$263,585
City Assist Factor on Roads DCC	\$1,093,085
<b>Total Funding from Revolving Fund</b>	<b>\$6,424,382</b>

Project Name	Total Investment	Rate Stabilization	Total OBI	Ref
<b>Roads</b>				
Bridge Rehabilitation Program	290,000	290,000	2,513	30
Citywide Street Light Replacement and Sidewalk Repair Program	1,080,000	1,080,000	-	33
No. 4 Road Reconstruction from Blundell Road to Granville Ave	1,786,000	1,786,000	-	37
<b>Total Roads</b>	<b>\$3,156,000</b>	<b>\$3,156,000</b>	<b>\$2,513</b>	
<b>Minor Capital</b>				
Public Works Minor Capital – Roads	300,000	300,000	-	80
Public Works Minor Capital – Traffic	250,000	250,000	9,167	83
<b>Total Minor Capital</b>	<b>\$550,000</b>	<b>\$550,000</b>	<b>\$9,167</b>	
<b>Building</b>				
City Hall Annex Renovation	5,700,000	2,063,000	138,750	87
Thompson Community Centre Heat Pump Replacements	520,000	420,000	(11,500)	91
<b>Total Building</b>	<b>\$6,220,000</b>	<b>\$2,483,000</b>	<b>\$127,250</b>	
<b>Parks</b>				
Minoru Park Cultural Precinct Site Improvements	800,000	800,000	6,008	102
<b>Total Parks</b>	<b>\$800,000</b>	<b>\$800,000</b>	<b>\$6,008</b>	
<b>Information Technology</b>				
2018 Digital Strategy Implementation	1,023,877	519,771	63,474	124
<b>Total Information Technology</b>	<b>\$1,023,877</b>	<b>\$519,771</b>	<b>\$63,474</b>	
<b>Equipment</b>				
South Arm Boiler Replacement and Domestic Water Repiping	540,000	540,000	1,500	133
<b>Total Equipment</b>	<b>\$540,000</b>	<b>\$540,000</b>	<b>\$1,500</b>	
<b>Grand Total</b>	<b>\$12,289,877</b>	<b>\$8,048,771</b>	<b>\$209,912</b>	

Project Name	Total Investment	DCC Funding	Total OBI	Ref
<b>Road DCCs</b>				
Accessible Pedestrian Signal Program	250,000	235,000	11,750	24
Active Transportation Improvement Program	1,000,000	470,000	28,609	25
Alderbridge Way Multi-Use Pathway, No. 4 Road to Shell Road	1,200,000	564,000	12,047	26
Arterial Roadway Improvement Program	350,000	329,000	17,882	29
Cambie Road Improvement, River Road to No. 3 Road	1,500,000	1,410,000	1,365	31
City Centre Cycling Network Plan	150,000	141,000	-	32
Lansdowne Rd Extension	77,263	77,263	-	143
LED Street Name Sign Program	200,000	188,000	10,625	34
Leslie Road Improvement, River Parkway to approximately 150m to the east	1,200,000	1,128,000	665	35
Neighbourhood Walkway Program	500,000	470,000	26,202	36
Nelson Road Interchange Repayment	385,098	385,098	-	144
Public Works Infrastructure Advanced Design	2,530,000	216,315	-	78
River Parkway Road Extension - Gilbert Road to Cambie Road	10,500,000	9,870,000	36,871	38
River Road/North Loop Repayment	1,685,056	1,685,056	-	145
Special Crosswalk Program	350,000	329,000	16,425	39
Traffic Calming Program	100,000	94,000	11,767	40
Traffic Signal Pre-emption Program	100,000	94,000	5,313	41
Traffic Signal Program	800,000	752,000	33,438	42
Traffic Video and Communication Program	400,000	376,000	25,000	43
Transit-Related Amenity Improvement Program	100,000	47,000	7,286	44
Transit-Related Roadway Improvement Program	350,000	164,500	11,136	45
Transportation Planning, Functional and Preliminary Design	265,000	249,100	-	46
<b>Total Road DCC</b>	<b>\$23,992,417</b>	<b>\$19,274,332</b>	<b>\$256,381</b>	
<b>Water DCC</b>				
Watermain Replacement Program	6,276,000	1,645,050	-	61
<b>Total Water DCC</b>	<b>\$6,276,000</b>	<b>\$1,645,050</b>	<b>\$-</b>	
<b>Sanitary DCC</b>				
Eckersley B Sanitary Pump Station	2,650,000	587,813	25,059	65
<b>Total Sanitary DCC</b>	<b>\$2,650,000</b>	<b>\$587,813</b>	<b>\$25,059</b>	
<b>Park Development DCC</b>				
Aberdeen Park Playground and Garden Construction	1,250,000	1,175,625	60,507	97
Garden City Community Park Dog Park	150,000	141,075	15,960	99
Garden City Lands Phase 3 - Park Construction and Community Hub Design	1,625,000	940,500	44,868	100
London/Steveston Phase 2	480,000	451,440	24,709	101
Minoru Park Renewal Phase 1	250,000	235,125	-	103
Parks Advance Planning & Design	600,000	564,300	-	104
Parks General Development	500,000	470,250	5,420	105
Parks Identity Signage Program	200,000	188,100	27,456	106
<b>Total Park Development DCC</b>	<b>\$5,055,000</b>	<b>\$4,166,415</b>	<b>\$178,920</b>	
<b>Park Land Acquisition DCC</b>				
7080 River Road Repayment	2,341,384	2,202,072	-	142
Parkland Acquisition	4,000,000	3,762,000	-	110
<b>Total Park Land Acquisition DCC</b>	<b>\$6,341,384</b>	<b>\$5,964,072</b>	<b>\$-</b>	
<b>Grand Total</b>	<b>\$44,314,801</b>	<b>\$31,637,682</b>	<b>\$460,360</b>	

## Infrastructure Program 2018

The City's Infrastructure Program assets include: road, drainage and sanitary pump stations, drainage, water, and sanitary mains.

### 2018 Recommended Infrastructure – Roads Program

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Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Accessible Pedestrian Signal Program	Submission ID:	5447
Location:	Various		
Cost:	\$250,000	OBI:	\$11,750
Funding Sources:	Roads DCC: \$235,000 Roads City Assist: \$15,000		
Scope:	<p>The general scope of work includes the installation of accessible devices at existing signalized intersections that exceed the minimum criteria for prioritized locations as per the 2008 guidelines published by the Transportation Association of Canada, by providing audible messaging, Braille signage, and other accessible friendly features. The proposed funding level and project locations are to allow the City to meet its target to outfit all existing city-owned traffic signals with APS devices by year 2020. To date, all special crosswalks (92) and pedestrian signals (44) as well as 101 of 164 signalized intersections have been upgraded. The standard is for all new traffic signals to include APS.</p> <p>The program is proposed to be funded by the DCC program funding and may be eligible for external funding contributions from ICBC. Some locations may also be funded through development requirements of any relevant applications per Council direction (see report to Council on September 27, 2010).</p> <p>For 2018, approximately 15 to 20 existing signalized intersections are proposed for upgrade to Accessible Signal systems. The actual locations will be determined in early 2018. The exact scope of improvement may be refined due to factors such as priority review, availability of external funding and/or opportunity to pursue these improvements as part of development frontage improvements.</p>		




Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Active Transportation Improvement Program	Submission ID:	5210


Location:	Various Locations		
Cost:	\$1,000,000	OBI:	\$28,609
Funding Sources:	Roads DCC: \$470,000 Roads City Assist: \$30,000 Grant: \$500,000		
Scope:	<p>The general scope involves implementing cycling and rolling improvements included as part of the Council-approved Cycling Network Plan by supporting: 1) the expansion of various on-street cycling routes and off-street multi-use pathways; and 2) cycling and rolling initiatives and on-going enhancements to existing cycling and rolling infrastructure.</p> <p>Typical elements of the program include the construction of new on-street cycling facilities, off-street multi-use pathways primarily for transportation purposes, installation of bike racks, new signage, pavement markings, associated minor road geometric improvements, and other supplementary cycling and rolling amenity improvements required to facilitate the safe and efficient movement of cyclists and users of other wheeled devices.</p> <p>This project is proposed to be funded by the DCC program funding and may be eligible for funding from external agencies such as the provincial government, TransLink and/or ICBC.</p> <p>The following list of improvements is currently being planned for 2018 (subject to factors such as the completion of the detailed design, confirmation of external funding, outcome of public consultation, etc):</p> <ol style="list-style-type: none"><li>1. Westminster Hwy (14,600-block to No. 7 Rd): rebuild of multi-use path on south side.</li><li>2. Parkside Bikeway Extension: multi-use pathway to connect existing northern terminus at Garden City Park to Anderson School and Alberta Road including pavement markings and signage to extend route to Westminster Hwy and Garden City Lands.</li><li>3. Odlin Road Bike Route: establishment of new east-west bike route including upgrade of existing path through Odlin Park to multi-use path, new multi-use pathway with lighting to connect Odlin Road and Brown Road, upgrade of pathway connection at Browngate Road-Hazelbridge Way, pavement markings, and signage.</li></ol>		



<b>Program:</b>	Infrastructure Program		<b>Sub-program:</b>	Roads
<b>Project Name:</b>	Alderbridge Way Multi-Use Pathway, No. 4 Road to Shell Road		<b>Submission ID:</b>	6162
<b>Location:</b>	Alderbridge Way, No. 4 Road to Shell Road			
<b>Cost:</b>	\$1,200,000		<b>OBI:</b>	\$12,047
<b>Funding Sources:</b>	Roads DCC: \$564,000 Roads City Assist: \$36,000 Grant: \$600,000			
<b>Scope:</b>	<p>The general scope includes the provision of a 3.0m wide paved multi-use pathway along the north side of Alderbridge Way, between No. 4 Road and Shell Road, as there is no existing sidewalk at this location. The multi-use pathway is proposed to be built north of the existing two westbound traffic lanes, with a treed/landscaped boulevard and necessary street lighting for pathway users. Crossing enhancements along the north side of the No. 4 Road and Shell Road intersections are proposed to be included as part of the project.</p> <p>The proposed facility would provide a new means for pedestrians and cyclists to access the existing trail along Shell Road and the amenities and services in the West Cambie area west of No. 4 Road. Ultimately, combined with the multi-use pathway from No. 4 Road to Garden City Road that has been implemented or will be pursued through future developments along Alderbridge Way, this project would provide a new key east/west connection for cyclists and pedestrians in the city connecting two major north/south cycling/pedestrian routes along Shell Road and Garden City Road.</p> <p>This project is proposed to be funded by the DCC program funding and may be eligible for funding from external agencies such as the provincial government, TransLink and/or ICBC.</p>			





<b>Program:</b>	Infrastructure Program		<b>Sub-program:</b>	Roads
<b>Project Name:</b>	Annual Asphalt Re-Paving Program - MRN		<b>Submission ID:</b>	5179
<b>Location:</b>	Various			
<b>Cost:</b>	\$1,549,000		<b>OBI:</b>	\$ -
<b>Funding Sources:</b>	MRN Rehabilitation: \$1,549,000			
<b>Scope:</b>	To re-pave MRN roads in alignment with the City's Ageing Infrastructure Strategy. Project list to be determined by the end of 2017.			
<p>The project includes costs associated with ancillary work, including but not limited to, curb and gutter repairs, road base repair, asphalt parking re-paving, manhole and valve box adjustments, line painting, staff inspection time.</p>				
<p>The project includes the pavement component of other water, sanitary and drainage upgrades in the Capital Program that are co-ordinated by the Engineering department.</p>				
				

Program:	Infrastructure Program		Sub-program:	Roads
Project Name:	Annual Asphalt Re-Paving Program - Non-MRN		Submission ID:	5178

Location:

Cost:

Funding Sources:

Scope:

City Wide


\$2,982,000

Asphalt Capping: \$2,982,000


To re-pave City owned Non-MRN roads (major & minor roads and lanes) in alignment with the City's Ageing Infrastructure Strategy. Project list to be determined by the end of 2017.

The project includes costs associated with ancillary work, including but not limited to, curb and gutter repairs, road base repair, asphalt parking re-paving, manhole and valve box adjustments, line painting, staff inspection time.


The project includes the pavement component of other water, sanitary and drainage upgrades in the Capital Program that are co-ordinated by the Engineering department and the maintenance of the Pavement Management Plan.





Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Arterial Roadway Improvement Program	Submission ID:	5214
Location:	Various Locations		
Cost:	\$350,000	OBI:	\$17,882
Funding Sources:	Roads DCC: \$329,000 Roads City Assist: \$21,000		
Scope:	<p>The general scope includes implementing pedestrian and traffic safety improvements along arterial roads and at arterial road intersections in order to respond in a timely basis to requests from the public and/or Council on issues related to pedestrian and traffic safety. Typical improvements include the construction of new and/or enhancement of existing walkways/sidewalks, new turn lanes, improved channelization, intersection signage enhancement, and installation of pedestrian safety enhancements at intersections. For sidewalks/walkways along arterial roads, priority would be given to those connecting locations with high pedestrian activities, such as schools, neighbourhood service centres, bus stops, recreational service centres, shopping/retail centres, etc., that are along arterial roads with high traffic volumes.</p> <p>This project is proposed to be funded by the DCC program funding and may be eligible for funding from external agencies such as the provincial government, TransLink and/or ICBC.</p> <p>The following list of improvements is currently being planned for 2018 (subject to factors such as the completion of the detailed design, confirmation of external funding, etc):</p> <ul style="list-style-type: none"><li>- A 1.5m wide asphalt walkway along the north side of River Road, from No. 6 Road to Burdette Street, and installation of wheel chair ramps and a marked crosswalk on River Road at Burdette Street to facilitate the crossing of pedestrians originated from/destined to the light industrial area south of River Road.</li></ul>		
			

Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Bridge Rehabilitation Program	Submission ID:	5921
Location:	City Wide		
Cost:	\$290,000	OBI:	\$2,513
Funding Sources:	Rate Stabilization: \$290,000		
Scope:	<p>This project will address bridge improvements to a number of bridges throughout Richmond. The scope of work includes railing improvements, barrier installation, sidewalk repairs, signage installation, crack sealing, utility repair and replacement, erosion repair, expansion joint sealing, and bridge replacement.</p> <p>Bridges have been prioritized through bridge condition assessments conducted this year and in consideration of public safety. The scope of work for 2018 includes repair or replacement of the following bridges as well as planning for bridge reparation work in 2019.</p> <p>The bridges to be repaired or replaced in 2018 include:</p> <ul style="list-style-type: none"><li>- Chatsworth Road Bridge</li><li>- Clifton Road Bridge</li><li>- Shell Road Trail Bridge</li><li>- Jacombs Road Overpass</li><li>- Luton Road Bridge</li><li>- Bird Road Bridge</li><li>- Princess Street Bridge</li></ul>		
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Program:	Infrastructure Program		Sub-program:	Roads
Project Name:	Cambie Road Improvement, River Road to No. 3 Road		Submission ID:	6163
Location:	Cambie Road- River Road to No. 3 Road			
Cost:	\$1,500,000		OBI:	\$1,365
Funding Sources:	Roads DCC: \$1,410,000 Roads City Assist: \$90,000			
Scope:	<p>This project is to complement the proposed River Parkway extension between Gilbert Road and Cambie Road. Specifically, this project would modify/enhance Cambie Road from River Road to No. 3 Road in anticipation of the changes in traffic patterns in the immediate area associated with the River Parkway project, with the following as the general scope of work:</p> <ul style="list-style-type: none"><li>- Street enhancements to include road widening from No. 3 Road to future River Parkway and road redistribution to enhance pedestrian/cycling experience (due to lower traffic usage) from future River Parkway to River Road;</li><li>- A 3.0m (minimum) to 4.0m (preferred) wide multi-use pathway along the south side for cyclists and pedestrians;</li><li>- Pedestrian/cyclist crossing enhancements along the south side of the River Road, future River Parkway, and No. 3 Road intersections;</li><li>- A new traffic calming measure (curb extension) on the southeast corner of River Road/Cambie Road;</li><li>- Intersection traffic capacity improvements at the No. 3 Road and future River Parkway intersections with new turn lanes;</li><li>- Provision of a new traffic signal at the future River Parkway intersection and modification of the existing traffic signal at the No. 3 Road intersection to manage and enhance traffic operations; and</li><li>- Streetlights along the length of the project where necessary.</li></ul> <p>The project budget of \$1.5M will have a cash flow over two years, i.e., \$750,000 in 2018 and \$750,000 in 2019. This project is proposed to be funded by the DCC program funding and may be eligible for funding from external agencies such as the federal and/or provincial government, TransLink and/or ICBC.</p>			
				

Program:	Infrastructure Program		Sub-program:	Roads
Project Name:	City Centre Cycling Network Plan		Submission ID:	6166



Location:	City Centre		
Cost:	\$150,000	OBI:	\$ -
Funding Sources:	Roads DCC:	\$141,000	
	Roads City Assist:	\$9,000	
Scope:	City Centre Cycling Network Plan was originally developed in 1997 and last updated in 2007 and 2009 as part of the City Centre Transportation Plan (CCTP) and City Centre Area Plan (CCAP), respectively. The purpose of this project is to update the existing plan to ensure it is reflective of the current needs and that it continues to support the long-term mobility objectives as identified in the CCTP and CCAP. An implementation strategy to advance the cycling network and cost estimates will also be included. In addition, this project will review and refine existing and/or develop new design concepts for different types of cycling infrastructure so that it is reflective of the latest industry standards. Accordingly, conceptual designs will be developed and associated high-level cost estimate will be prepared for each cycling facility.		

The project would be funded entirely by the DCC program funding.

Cycling Network Map (2031)  
Bylaw 8841  
2013/02/12






<b>Program:</b>	Infrastructure Program		<b>Sub-program:</b>	Roads
<b>Project Name:</b>	Citywide Street Light Replacement and Sidewalk Repair Program		<b>Submission ID:</b>	6095
<b>Location:</b>	Various			
<b>Cost:</b>	\$1,080,000		<b>OBI:</b>	\$ -
<b>Funding Sources:</b>	Rate Stabilization:		\$1,080,000	
<b>Scope:</b>	Over time street lighting infrastructure deteriorates and can become hazards to residents and traffic without proper maintenance and replacement programs. Through the City’s ageing infrastructure assessment program approximately 100 street lights are at the end of their design life and need to be replaced. Sidewalks that have subsided, are damaged from tree roots, or have become misaligned pose tripping hazards to pedestrians. Replacing these sidewalks will improve pedestrian safety and encourage non-vehicular forms of transportation.			
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Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	LED Street Name Sign Program	Submission ID:	6152


Location:	Various Locations		
Cost:	\$200,000	OBI:	\$10,625
Funding Sources:	Roads DCC: \$188,000 Roads City Assist: \$12,000		
Scope:	<p>The general scope of work includes the installation of LED street name signs at various signalized intersections to enhance overall intersection visibility and legibility, allowing drivers more time to plan their actions at intersections. The benefits of this program are especially valuable at major, gateway, high-volume intersections and in tourist areas with a large proportion of visiting drivers and accordingly, priority for implementation will be given to those locations.</p> <p>The program is proposed to be funded by the DCC program funding and may be eligible for external funding contributions from ICBC and TransLink. Some locations may also be funded through development requirements.</p> <p>The following is the preliminary list of potential locations identified for 2018. The exact scope of improvement may be refined due to factors such as priority review, availability of external funding and/or opportunity to pursue these improvements as part of development frontage improvements.</p> <ul style="list-style-type: none"><li>- Russ Baker Way and Miller Road</li><li>- Garden City / Great Canadian Way and Sea Island Way</li><li>- Great Canadian Way and Bridgeport Road</li><li>- Knight Street and Westminster Highway</li><li>- No. 6 Road and Westminster Highway</li><li>- Garden City Road and Westminster Highway</li><li>- Lynas Lane and Westminster Highway</li><li>- Fraserwood Place and Westminster Highway</li><li>- Russ Baker Way and Gilbert Road</li><li>- Minoru Boulevard and Granville Avenue</li></ul>		




Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Leslie Road Improvement, River Parkway to approximately 150m to the east	Submission ID:	6164

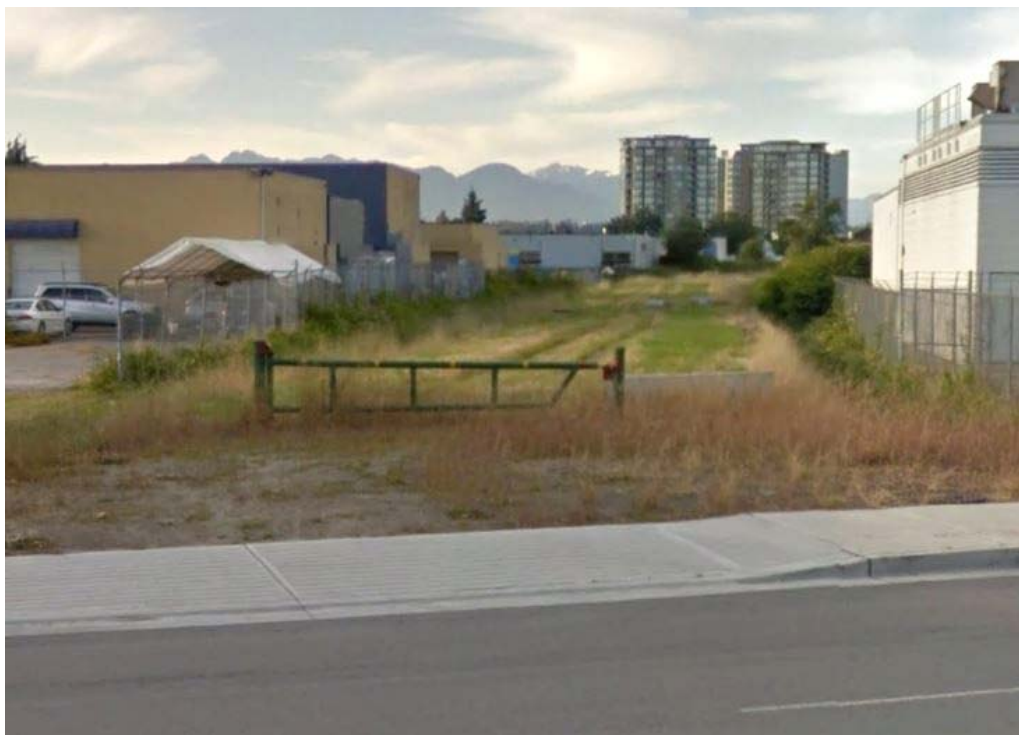
Location:	Leslie Road- River Parkway to approximately 150m to the east		
Cost:	\$1,200,000	OBI:	\$ 665
Funding Sources:	Roads DCC: \$1,128,000 Roads City Assist: \$72,000		
Scope:	<p>This project is to complement the proposed River Parkway extension between Gilbert Road and Cambie Road. Specifically, this project would modify/enhance Leslie Road, with the following as the general scope of work:</p> <ul style="list-style-type: none"><li>- Road widening along Leslie Road to accommodate a typical three traffic lane cross-section, with one traffic lane in each eastbound and westbound direction and an additional lane as a turning lane at the intersection or as a painted median in mid-block;</li><li>- New three-legged intersection at future River Parkway / Leslie Road with one traffic lane at each intersection approach and separate turning lanes to/from Leslie Road;</li><li>- A new traffic signal at the future River Parkway intersection to manage traffic operations; and</li><li>- Provision of an approximately 2.4m wide sidewalk/lighting strip along the length of the project.</li></ul> <p>The project budget of \$1.2M will have a cash flow over two years, i.e., \$600,000 in 2018 and \$600,000 in 2019. This project is proposed to be funded by the DCC program funding and may be eligible for funding from external agencies such as the federal and/or provincial government, TransLink and/or ICBC.</p>		



Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Neighbourhood Walkway Program	Submission ID:	5450
Location:	Various Locations		
Cost:	\$500,000	OBI:	\$26,202
Funding Sources:	Roads DCC: \$470,000 Roads City Assist: \$30,000		
Scope:	<p>The general scope of this project includes the construction of new and/or enhancement of existing neighbourhood walkways/sidewalks in response to requests from the public and/or Council. Consistent with OCP goals to encourage the use of sustainable transportation modes, priority would be given to walkways/sidewalks connecting locations with high pedestrian activities such as schools, neighbourhood service centres, bus stops, recreational services centres, shopping/retail centres, etc., particularly roads with high traffic volumes/traffic conflicts. The major cost component of the program is the construction/upgrade of new/existing sidewalks, pathways, wheelchair ramps, minor curb cuts, boulevard modifications, and/or other supplementary improvements. Projects will be subject to neighbourhood residents' consultation, if applicable.</p> <p>The program is proposed to be funded by the DCC program and may be eligible for external funding contributions from ICBC.</p> <p>The exact scope will be determined depending the request and feedback expected to be received by members of public and Council, as well as subject to factors such as outcome of public consultation, availability of external funding, and/or opportunity to pursue these improvements as part of development frontage improvements.</p> <p>The following improvement is currently being planned for 2018 (subject to factors such as the completion of the detailed design, confirmation of external funding, outcome of public consultation, etc):</p> <ul style="list-style-type: none"><li>- An interim 1.5m wide asphalt walkway within the Riverside Industrial Area, including Horseshoe Way, Machrina Way and Coppersmith Way. Connecting with existing walkways in the area, this project would provide a walkway along at least one side of all the internal roads within the industrial area. This project is also proposed to upgrade the (four) bus stops to include accessible bus landing pads of which the proposed walkways connect to.</li></ul>		
			

Program:	Infrastructure Program		Sub-program:	Roads
Project Name:	No. 4 Road Reconstruction from Blundell Road to Granville Ave		Submission ID:	6104
Location:	4 Rd and Blundell			
Cost:	\$1,786,000		OBI:	\$ -
Funding Sources:	Rate Stabilization: \$1,786,000			
Scope:	<p>Along the 7000 block of No.4 Road at the Blundell Road intersection, roadway conditions have deteriorated to a point where it provides sub-standard service to commuters and neighbouring homes. The roadway was built in the 1970's over the compressible soils and peat of the area. Over many years of use, significant settling has occurred, most prominently on the eastern side of the roadway. This results in water pooling and a slanted, inconsistent surface that increases vibrations which negatively impact road users and neighbouring homes. Due to the substantial difference between the design grade and the current road elevation, it has been determined that the most cost effective solution is to complete the project in a single phase before further deterioration occurs.</p>			
				




<b>Program:</b>	Infrastructure Program		<b>Sub-program:</b>	Roads
<b>Project Name:</b>	River Parkway Road Extension - Gilbert Road to Cambie Road		<b>Submission ID:</b>	5686
<b>Location:</b>	River Parkway- Gilbert Road to Cambie Road			
<b>Cost:</b>	\$10,500,000		<b>OBI:</b>	\$36,871
<b>Funding Sources:</b>	Roads DCC: \$9,870,000 Roads City Assist: \$630,000			
<b>Scope:</b>	<p>The general scope of this project includes the construction of a two-lane paved road along the former CP Railway corridor, from 200m northeast of Gilbert Road to Cambie Road. The new road is proposed to be built to the interim standard with paved shoulders for cyclists and pedestrians, and streetlights. Note: the new road would connect to existing Leslie Road and Cambie Road, of which a separate capital submission has been prepared for each and submitted for consideration. When completed, this new road would replace the existing River Road between Cambie Road and Gilbert Road and provide a continuous alternate route to No. 3 Road and existing River Road.</p> <p>The first phase of the project has started in 2017 to carry out functional and detailed design tasks, as well as any property negotiation, consultation with affected property owners/business operators, and soil remediation as necessary. This capital submission is for the second phase of the project that involves the actual site preparation and construction, which is proposed to start in 2018.</p> <p>The budget for first phase of the project (\$800,000) was approved in 2017. The project budget for the second phase of the project is \$10.5M and is proposed to have a cash flow over two years, i.e., \$5.25M in 2018 and \$5.25M in 2019. This project is proposed to be funded by the DCC program funding and may be eligible for funding from external agencies such as the federal and/or provincial government, TransLink and/or ICBC.</p>			
				



Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Special Crosswalk Program	Submission ID:	5211

Location:	Various Locations		
Cost:	\$350,000	OBI:	\$16,425
Funding Sources:	Roads DCC: \$329,000 Roads City Assist: \$21,000		
Scope:	<p>The general scope involves implementing new traffic control standards that have been endorsed by Council, at existing crosswalks on arterial roads. Typical elements of the program include the upgrade of existing crosswalks on arterial roads (typically four-lane arterials) to include overhead illuminated signs with amber flashers, pedestrian-controlled push buttons, as well as enhanced accessible devices. The upgrade would include hardware such as poles, bases, junction boxes, underground/communication conduits, controller, enhanced accessible devices, related wiring, pavement markings, illuminated crosswalk signs, amber flashers, push buttons, etc.</p> <p>The program is proposed to be funded by the DCC program funding and may be eligible for external funding contributions from ICBC. Some locations may also include funding contribution from nearby developments.</p> <p>The following is the preliminary list of potential locations identified for 2018. The exact scope of improvement may be refined due to factors such as priority review, availability of external funding and/or opportunity to pursue these improvements as part of development frontage improvements.</p> <ul style="list-style-type: none"><li>- Deagle Road and Williams Road</li><li>- Shell Road and Bird Road</li><li>- Railway Avenue and Woodward's Road</li></ul>		




Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Traffic Calming Program	Submission ID:	5213

Location:	Various Locations		
Cost:	\$100,000	OBI:	\$11,767
Funding Sources:	Roads DCC:	\$94,000	
	Roads City Assist:	\$6,000	
Scope:	The general scope involves the implementation of traffic measures to address concerns regarding through (short-cutting) traffic and excessive speed on the City's public roads. Specifically, these measures are intended to address concerns related to speed violations, neighbourhood through traffic intrusions and other traffic safety issues.		

Typical elements of the program include retrofitting existing streets with traffic calming measures to address traffic safety concerns and enhancing neighbourhood livability. The major cost component of the program is the installation of traffic calming related improvements that includes the construction of curb extensions, centre medians, extruded curbs, traffic circles, speed humps, delineated walkways, traffic signage and other traffic reducing measures. In addition, projects contained in this program may also include supplementary streetscape improvements, i.e. planting of trees and other landscaping improvements to enhance the local pedestrian environment and overall street appearance.


The exact scope will be determined pending on the request and feedback expected to be received by members of public and Council, as well as subject to factors such as the availability of external funding, and/or opportunity to pursue these improvements as part of development frontage improvements.


The program is proposed to be funded by the DCC program funding and may be eligible for external funding contributions from TransLink and ICBC.



Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Traffic Signal Pre-emption Program	Submission ID:	6157

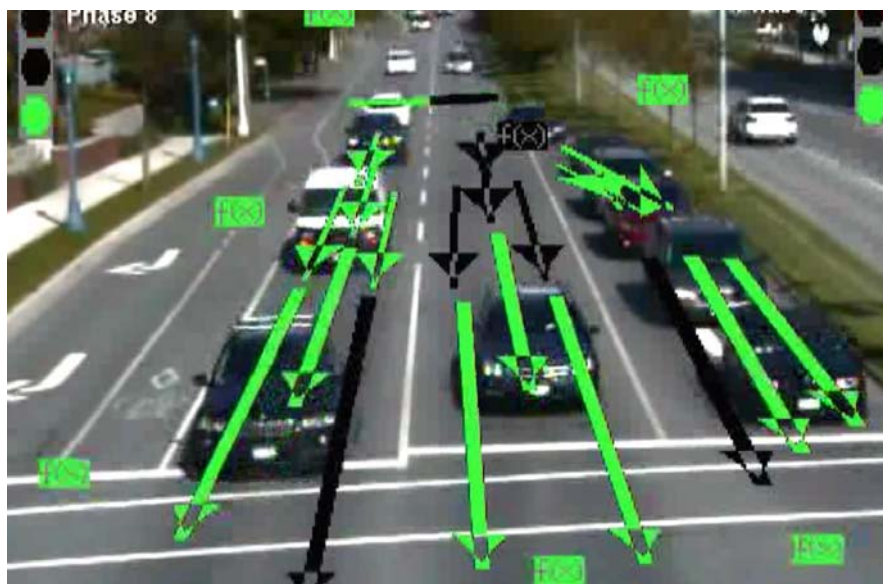
Location:	Various Locations		
Cost:	\$100,000	OBI:	\$5,313
Funding Sources:	Roads DCC: \$94,000 Roads City Assist: \$6,000		
Scope:	<p>The general scope of work includes the installation of specialized integrated traffic signal pre-emption hardware, software and communications system, including but not limited to equipment for accredited vehicles and traffic signal interface, vehicle to intersection communications system and master software for managing remote equipment and providing system status information.</p> <p>The program is proposed to be funded by the DCC program funding and may be eligible for external funding from TransLink and ICBC.</p> <p>In 2018, it is proposed that a manufacturer/supplier be retained to supply test equipment at five potential intersections listed below, based on joint discussions with Richmond Fire-Rescue. The exact scope of improvement may be refined based on the test results and also due to factors such as priority review, availability of external funding and/or opportunity to pursue these improvements as part of development frontage improvements.</p> <ol style="list-style-type: none"><li>1. Gilbert Road and Granville Avenue</li><li>2. Gilbert Road and Azure Gate</li><li>3. No. 2 Road and Westminster Highway</li><li>4. No. 2 Road and Garrison Road</li><li>5. No. 2 Road and Granville Avenue</li></ol>		



Program:	Infrastructure Program		Sub-program:	Roads
Project Name:	Traffic Signal Program		Submission ID:	5215
Location:	Various Locations			
Cost:	\$800,000		OBI:	\$33,438
Funding Sources:	Roads DCC: \$752,000 Roads City Assist: \$48,000			
Scope:	<p>The general scope of work includes installation of new or upgrade of existing traffic signals to respond to growth in traffic and public requests, to better manage pedestrian, cycling, and vehicular movements and to address traffic safety concerns.</p> <p>The major cost component of the program is the installation of traffic controllers/cabinets, poles, bases, junction boxes, underground conduits, in ground and video detection systems, enhanced accessible devices, wiring and pavement markings, traffic signal communications, minor corner property acquisitions, and minor curb cuts and boulevard modifications as necessary.</p> <p>The program is proposed to be funded by the DCC program funding and may be eligible for external funding from TransLink and ICBC.</p> <p>The exact scope will be determined pending requests from Council and public, as well as subject to factors such as the availability of external funding, and/or opportunity to pursue these improvements as part of development frontage improvements.</p> <p>Currently, three potential sites have been identified for 2018 including:</p> <ol style="list-style-type: none"><li>1. Kwantlen Road and Lansdowne Road</li><li>2. Swallow Drive and Steveston Highway</li><li>3. Kingfisher Gate and Steveston Highway</li></ol>			
				



<b>Program:</b>	Infrastructure Program		<b>Sub-program:</b>	Roads
<b>Project Name:</b>	Traffic Video and Communication Program		<b>Submission ID:</b>	5902
<b>Location:</b>	Various Locations			
<b>Cost:</b>	\$400,000		<b>OBI:</b>	\$25,000
<b>Funding Sources:</b>	Roads DCC: \$376,000 Roads City Assist: \$24,000			
<b>Scope:</b>	<p>The project includes the following two key components:</p> <ol style="list-style-type: none"> <li>1) Install video detection cameras at select signalized intersections to enhance the detection of vehicles and bicycles, optimize traffic operations, provide real time video of traffic conditions to the Traffic Management Centre (TMC) for observing and enhancing operations, and providing photos (in one minute intervals) of approach traffic conditions for public information access on the City website; and</li> <li>2) Upgrade conduit and cable infrastructure to install higher capacity fibre optic cable and electronics for Ethernet (computer networking technology) to communicate with multiple remote programmable devices at traffic signals. Includes conduit, junction boxes, fibre optic cable and electronic communications switching equipment as required to link multiple traffic signal electronic components to the TMC such as controllers, electronic switches, video cameras, accessible pedestrian devices, intersection power back-up systems (UPS systems), etc.</li> </ol> <p>The program is proposed to be funded by the DCC program funding and may be eligible for external funding contribution from TransLink and ICBC.</p> <p>The exact scope will be determined by staff assessment of priority, requests from Council and public, as well as subject to factors such as the availability of external funding, and/or opportunity to pursue these improvements as part of development frontage improvements.</p> <p>The following is the preliminary list of potential locations identified for 2018:</p> <ul style="list-style-type: none"> <li>- Traffic video locations: along No. 3 Road, at Granville Avenue, Lansdowne Road, Cook Road, Alderbridge Way, and Cambie Road.</li> <li>- Communication (via. the installation of fibre cable): Sections of No. 4 Road, No. 5 Road, Blundell Road, Garden City Road and some traffic signals in the area around these trunk lines.</li> </ul>			





Program:	Infrastructure Program		Sub-program:	Roads
Project Name:	Transit-Related Amenity Improvement Program		Submission ID:	5449

Location:

Cost:

Funding Sources:

Scope:

Various Locations

\$100,000

OBI:

\$7,286

Roads DCC:

\$47,000

Roads City Assist:

\$3,000

Other:

\$50,000

The general scope includes transit-related amenity improvements within municipal road right-of-way that are required to support the introduction of various transit service improvements as well as on-going enhancements to existing transit infrastructure. The major cost components are expected to include the installation of new non-advertising bus stop shelters, new benches along transit routes and other pedestrian generators, and other supplementary pedestrian amenity improvements required to facilitate pedestrian traffic generated by transit passengers.

The program is proposed to be funded by the DCC program funding and may be eligible for external funding contributions from TransLink and ICBC. Some locations may also include funding contribution from nearby developments.

Locations for bus stop shelters will be prioritized based on boarding activity and customer requests subject to sufficient availability of right-of-way. The exact scope of improvements may be refined subject to factors such as the completion of detailed design, availability of external funding, and/or opportunity to pursue these improvements as part of development frontage improvements.


Potential improvements of new bus stop shelters and benches identified for 2018 include the following locations and approximately 15 to 20 additional locations based on priority locations to be identified in consultation with Pattison Outdoor, the City’s contractor.


- Eastbound Cambie Road far-side Viking Way

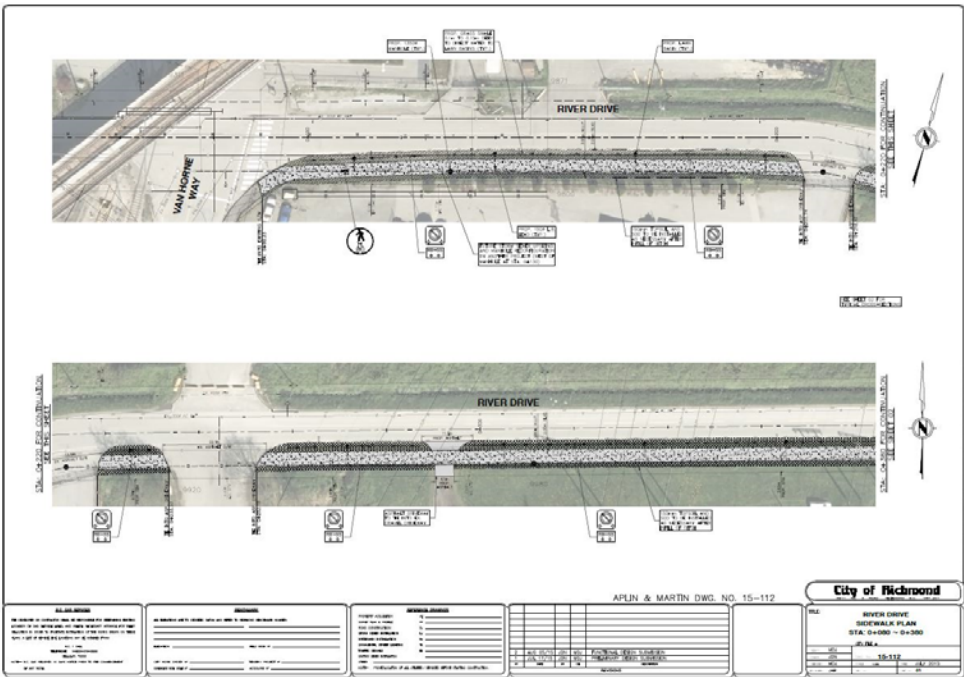
- Westbound Williams Road far-side Seacote Road

- Northbound No. 2 Road far-side Danube Road

- Northbound Cooney Road far-side Westminster Highway



<b>Program:</b>	<b>Infrastructure Program</b>		<b>Sub-program:</b>	<b>Roads</b>
<b>Project Name:</b>	<b>Transit-Related Roadway Improvement Program</b>		<b>Submission ID:</b>	<b>5448</b>
<b>Location:</b>	Various Locations			
<b>Cost:</b>	\$350,000		<b>OBI:</b>	\$11,136
<b>Funding Sources:</b>	Roads DCC: \$164,500 Roads City Assist: \$10,500 Grant: \$175,000			
<b>Scope:</b>	<p>The general scope includes municipal road and traffic improvements that are required to support the introduction of various transit service improvements as well as on-going enhancements to existing transit infrastructure. The major cost components are expected to include the installation of new bus stop pads for wheelchair accessibility, minor road geometric improvements (e.g. intersection corner improvements), minor sidewalk/walkway construction, wheelchair ramps, upgrade of existing bus stops to accessible (wheelchair) standards, etc., required to facilitate pedestrian traffic generated by transit.</p> <p>The program is proposed to be funded by the DCC program funding and may be eligible for external funding contributions from TransLink and ICBC. Some locations may also include funding contribution from nearby developments.</p> <p>Locations for bus stop wheelchair accessible improvements will be prioritized based on boarding/alighting activity and customer requests subject to sufficient availability of right-of-way. The exact scope of improvement may be refined subject to factors such as the completion of detailed design, availability of external funding, and/or opportunity to pursue these improvements as part of development frontage improvements.</p> <p>Potential upgrade of bus stops to wheelchair accessible for 2018 include the following locations and approximately 5 additional locations based on priority locations to be identified in consultation with Coast Mountain Bus Company (CMBC) and through public feedback.</p> <ul style="list-style-type: none"><li>- Eastbound and westbound on Westminster Highway at No. 7 Road</li><li>- Southbound Railway Avenue far-side at Linfield Gate</li><li>- Southbound Railway Avenue far-side at Williams Road</li><li>- Northbound No. 6 Road far-side at Mayfield Place</li><li>- Eastbound Williams Road far-side at 2nd Avenue</li><li>- Westbound Machrina Way far-side No. 5 Road</li><li>- Eastbound Machrina Way far-side Horseshoe Way</li><li>- Southbound Horseshoe Way far-side Blacksmith Place</li><li>- Eastbound Coppersmith Way near-side Coppersmith Place</li></ul>			
				

<b>Program:</b>	Infrastructure Program		<b>Sub-program:</b>	Roads
<b>Project Name:</b>	Transportation Planning, Functional and Preliminary Design		<b>Submission ID:</b>	5212
<b>Location:</b>	Various			
<b>Cost:</b>	\$265,000	<b>OBI:</b>	\$ -	
<b>Funding Sources:</b>	Roads DCC: \$249,100 Roads City Assist: \$15,900			
<b>Scope:</b>	<p>The project includes the following two key components:</p> <ol style="list-style-type: none"> <li>1. Project design (functional and preliminary design): Preparing the functional and preliminary designs and cost estimates required for various transportation capital projects identified within the Five-Year Capital Program. Specifically, the necessary functional road elements in horizontal alignment, cross-section, property impacts, etc. as well as high level cost estimates would be determined in order to carry out further detailed engineering design. A major component is for consultant and/or dedicated staff costs for design. The cost estimate is based on 5% of the cost estimate of capital projects included within annual capital programs that require functional designs; design funds for projects with more significant scope are included separately within those projects.</li> <li>2. Project planning and coordination: To assist in the development, leading, coordinating and administering the planning, engineering, and design work on transportation-related capital projects approved as part of the Five-Year Capital Program and off-site improvements for new developments. The cost estimate is based on dedicated staff costs in Transportation to carry out such tasks.</li> </ol> <p>The project would be funded entirely by the DCC program funding.</p>			
				

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<b>Program:</b>	Infrastructure Program		<b>Sub-program:</b>	Drainage
<b>Project Name:</b>	Box Culvert Repair		<b>Submission ID:</b>	5915
<b>Location:</b>	City Wide			
<b>Cost:</b>	\$1,500,000		<b>OBI:</b>	\$ -
<b>Funding Sources:</b>	Drainage Utility:		\$1,500,000	
<b>Scope:</b>	The City Box Culvert Inspection Program identified settlement, cracking and infiltration in the No. 4 Road Box Culvert in 2017.			
<p>The scope of work for this project includes the rehabilitation of the 3400mm by 1370mm concrete storm box culvert along No. 4 Road between Alderbridge Way and Blundell Road. Repair work will include patching, grouting, and structural lining. This funding will also be used to perform point repairs as identified by the City Box Culvert Inspection Program throughout the year.</p>				
				




<b>Program:</b>	Infrastructure Program		<b>Sub-program:</b>	Drainage
<b>Project Name:</b>	Burkeville Drainage Improvements		<b>Submission ID:</b>	5595
<b>Location:</b>	Burkeville Area			
<b>Cost:</b>	\$2,000,000		<b>OBI:</b>	\$12,500
<b>Funding Sources:</b>	Drainage Utility:		\$2,000,000	
<b>Scope:</b>	<p>Burkeville's drainage system was designed using shallow ditches and small diameter road cross culverts. As the area is redeveloped, ditch infills are becoming common. Ditch infills change the nature of the drainage system in a way that may cause storm water flooding. A new, larger, drainage system is therefore needed to accommodate these changes.</p> <p>The scope of work for this project includes upgrading 187m of 450mm diameter pipe to 600mm diameter pipe under Russ Baker Way.</p>			
				

Program:	Infrastructure Program	Sub-program:	Drainage
Project Name:	Development Coordinated Works - Drainage	Submission ID:	5604


Location:	City Wide		
Cost:	\$250,000	OBI:	\$25,000
Funding Sources:	Drainage Utility:	\$250,000	
Scope:	This scope of this project includes upgrading and replacing ageing drainage infrastructure through development.		




Program:	Infrastructure Program	Sub-program:	Drainage
Project Name:	Dike Upgrades	Submission ID:	5907
Location:	City Wide		
Cost:	\$5,850,000	OBI:	\$84,063
Funding Sources:	Drainage Utility: \$5,850,000		
Scope:	The 2008 - 2031 Richmond Flood Protection Strategy guides the City to raise dike elevations to accomodate climate change induced sea level rise and ground subsidence.		
The scope of work for this project includes the following:			
<ul style="list-style-type: none"><li>- Raising approximately 2100m section of existing dike east of No. 8 Road along the Fraser River's North Arm by approximately one metre,</li><li>- Raising approximately 680m section of existing dike between 7920 No. 9 Road and 7611 No. 9 Road along the Fraser River's South Arm by approximately one metre; and</li><li>- Undertaking other dike upgrades necessary to improve existing flood protection infrastructure, meet medium to long-term flood protection needs and accommodate local area needs.</li></ul>			
			




<b>Program:</b>	Infrastructure Program		<b>Sub-program:</b>	Drainage
<b>Project Name:</b>	Drainage Pump Station Generator Upgrade		<b>Submission ID:</b>	4801
<b>Location:</b>	No. 6 Road South			
<b>Cost:</b>	\$130,000		<b>OBI:</b>	\$12,500
<b>Funding Sources:</b>	Drainage Utility:		\$130,000	
<b>Scope:</b>	The scope of work for this project includes constructing a concrete pad with a fenced surround, and purchasing and installing a 200kW generator. The generator will be connected using a new transfer switch. The project is estimated be completed before the end of 2018.			




<b>Program:</b>	<b>Infrastructure Program</b>		<b>Sub-program:</b>	<b>Drainage</b>
<b>Project Name:</b>	<b>Drainage Pump Station Rehabilitation</b>		<b>Submission ID:</b>	<b>5883</b>
<b>Location:</b>	City Wide			
<b>Cost:</b>	\$300,000		<b>OBI:</b>	\$ -
<b>Funding Sources:</b>	Drainage Utility:		\$300,000	
<b>Scope:</b>	<p>The hardware of some drainage pump stations is at the end of its life expectancy and continually has numerous breakdowns. This project will improve the reliability and efficiency of our drainage pump stations.</p> <p>The scope of work for this project includes partial rehabilitation upgrades at Steveston West and Miller Road drainage pump stations. Rehabilitation will include the upgrade and installation of a motor control center, transfer switch, sonar level controls and the rebuild of the existing two pumps at Miller Road pump station.</p>			







<b>Program:</b>	Infrastructure Program		<b>Sub-program:</b>	Drainage
<b>Project Name:</b>	East Richmond Drainage & Irrigation Upgrades		<b>Submission ID:</b>	5599
<b>Location:</b>	East Richmond			
<b>Cost:</b>	\$465,600		<b>OBI:</b>	\$8,750
<b>Funding Sources:</b>	Drainage Utility:		\$465,600	
<b>Scope:</b>	As per the East Richmond Agricultural Water Supply Update, the scope of work for this project includes:			
	<ul style="list-style-type: none"><li>- Installing 1 new 600mm diameter cross culvert connecting the north and south side ditches along Blundell Road East of Sidaway Road;</li><li>- Installing 1 new 600mm diameter cross culvert to connect the storm sewer east of Victory Street with the existing ditch on the south side of Burrows Street;</li><li>- Installing 3 irrigation gates at Woodward's Slough, Westminster Highway and No. 7 Road, and No. 7 Road and Granville Avenue; and</li><li>- General drainage and irrigation issues.</li></ul>			
				

<b>Program:</b>	Infrastructure Program	<b>Sub-program:</b>	Drainage
<b>Project Name:</b>	Headwall Replacement and Ditch Infills	<b>Submission ID:</b>	6175
<b>Location:</b>	City Wide		
<b>Cost:</b>	\$500,000	<b>OBI:</b>	\$ -
<b>Funding Sources:</b>	Drainage Utility:	\$500,000	
<b>Scope:</b>	The scope of work for this project includes the following: <ul style="list-style-type: none"><li>- Replacing failed headwalls in the Steveston area, No. 9 Road and Dyke Road, and various other locations; and</li><li>- Infilling ditches and/or extending the length of existing ditch infills that pose safety risks to vehicles and pedestrians.</li></ul>		
			



<b>Program:</b>	<b>Infrastructure Program</b>	<b>Sub-program:</b>	<b>Drainage</b>
<b>Project Name:</b>	<b>Horseshoe Slough Dredging</b>	<b>Submission ID:</b>	<b>5380</b>
<b>Location:</b>	Horseshoe Slough		
<b>Cost:</b>	\$1,818,000	<b>OBI:</b>	\$ -
<b>Funding Sources:</b>	Drainage Utility: \$1,818,000		
<b>Scope:</b>	<p>The scope of work for this project includes:</p> <ul style="list-style-type: none"> <li>- Surveying 1.15km of Horeseshoe Slough;</li> <li>- Sampling and soil testing at regularly spaced intervals to identify contaminated soils;</li> <li>- Completing a site specific environmental management plan and obtaining associated permits to dredge the slough;</li> <li>- Design and dredging methodology analysis; and</li> <li>- 1.15km of dredging and dredgeate disposal.</li> </ul>		
			

<b>Program:</b>	Infrastructure Program		<b>Sub-program:</b>	Drainage
<b>Project Name:</b>	Laneway Drainage Upgrade - Broadmoor Boulevard (North)		<b>Submission ID:</b>	5930
<b>Location:</b>	Broadmoor			
<b>Cost:</b>	\$1,182,720		<b>OBI:</b>	\$10,000
<b>Funding Sources:</b>	Drainage Utility:		\$1,182,720	
<b>Scope:</b>	<p>The scope of work for this project includes installing drainage infrastructure in 768m of laneway north of Broadmoor Boulevard and south of Afton Drive between 7311 Broadmoor Boulevard and 7891 Broadmoor Boulevard. Does not include the addition of street lighting, curbs or gutters. This project is expected to be completed by October 2018 and is the first priority of 8 laneway projects in the Broadmoor neighbourhood.</p>			



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Program:	Infrastructure Program	Sub-program:	Water
Project Name:	Development Coordinated Works - Water	Submission ID:	5312
Location:	City Wide		
Cost:	\$250,000	OBI:	\$25,000
Funding Sources:	Water Utility: \$250,000		
Scope:	This project will enable the City to leverage development over the next year to design and construct water infrastructure outside of what would be required as part of their development.		
These are upgrades and replacement of ageing infrastructure that the City would complete separately but economic and engineering efficiencies can be achieved by having the developer complete this work at the same time the development takes place.			
			

Program:	Infrastructure Program	Sub-program:	Water
Project Name:	Water Metering Program	Submission ID:	5163

Location:	City Wide		
Cost:	\$6,506,000	OBI:	\$125,000
Funding Sources:	Water Utility: \$5,186,000 Water Metering Provision: \$1,320,000		
Scope:	This project consists of an advanced volunteer multi-family water meter program, as well as a three-year program for switching out existing touchpad meters as part of the implementation of a fixed based network for water meter reading.		


Water metering enhances user equity by allowing customers to pay for the water and sewer that they use. By the end of 2017, all single-family and industrial, commercial and institutional (ICI) properties in Richmond will be metered. The advanced volunteer multi-family water meter program will target the last sector that is not metered for water. As part of the program, the City offers a subsidy for the actual installation cost of water meters up to the greater of \$1,200 per unit or \$100,000 per complex, as well as a five-year guarantee for water charges for existing multi-family complexes. The program will also involve active outreach by the City to complexes that will benefit from the water meter program.

Implementation of the fixed based network within the urban areas of the City allows for automated water meter data collection, enabling users to access real time consumption information and leak notification. In order to maximize the benefits of the fixed base network, existing touchpad meters that are incompatible with the fixed base network need to be replaced with radio meters. The City currently has approximately 9,650 residential touchpad meters and 1,560 ICI touchpad meters. This program involves switching out all existing touchpad meters over 3 years, as well as data storage for real-time metered consumption information.



Program:	Infrastructure Program	Sub-program:	Water
Project Name:	Watermain Replacement Program	Submission ID:	4997

Location:	City Wide		
Cost:	\$6,276,000	OBI:	\$ -
Funding Sources:	Water Utility: \$4,579,728 Water DCC: \$1,645,050 Water City Assist: \$51,222		
Scope:	<p>This project replaces ageing watermain that are at the end of their service life and is in alignment with the City's Ageing Infrastructure Replacement Strategy. Watermain replacement minimizes unplanned maintenance and improves fire protection.</p> <p>This project includes installation of 5360 meters of 200mm diameter watermain and 805 meters of 300mm diameter watermain to replace existing ageing infrastructure.</p> <p>The watermain replacement program is informed by watermain age, material and break history. The primary focus of the current program is the replacement of ageing asbestos cement (AC) water pipes with new PVC or HDPE pipes.</p>		






Program:	Infrastructure Program	Sub-program:	Water
Project Name:	Watermain Replacement River Parkway	Submission ID:	5834

Location:	River Parkway		
Cost:	\$1,045,000	OBI:	\$12,705
Funding Sources:	Water Utility: \$1,045,000		
Scope:	<p>This project involves the installation of 950 meters of 300mm diameter watermain along the new River Parkway that is located along the former CP Railway corridor from 200m northeast of Gilbert Road to Cambie Road. Watermain construction will be completed in conjunction with road construction works that will be taking place in the area to maximize efficiencies in construction.</p> <p>As properties along the River Parkway corridor develop in the future, costs associated with this project may be recovered through rezoning cash-in-lieu contributions or the Works and Services Cost Recovery Bylaw No. 8752. Costs collected for this purpose shall be returned to the Watermain Replacement Reserve.</p>		



Program:	Infrastructure Program	Sub-program:	Water
Project Name:	Watermain Tie-in and Restoration	Submission ID:	5835
Location:	Various		
Cost:	\$250,000	OBI:	\$ -
Funding Sources:	Water Utility: \$250,000		
Scope:	This project involves tie-in and restoration work for watermain and water service installations, including tie-in and restoration of watermain replacements completed as part of prior years' capital programs and restoration of water utility cuts.		
			



2018 Recommended Infrastructure – Sanitary Sewer Program

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Program:	Infrastructure Program	Sub-program:	Sanitary Sewer
Project Name:	Eckersley B Sanitary Pump Station	Submission ID:	6073
Location:	Eckersley B		
Cost:	\$2,650,000	OBI:	\$25,059
Funding Sources:	Sanitary Utility: \$2,025,000 Sewer DCC: \$587,813 Sewer City Assist: \$37,187		
Scope:	The existing Eckersley B sanitary pump station serves the rapidly growing City Centre and is currently nearing its design capacity. The pump station must be upgraded to support near term development in the catchment that it serves.		
	This project involves construction of a new pump station to replace the existing, including construction of a new wet well, variable frequency drive pumps, electrical kiosk and the associated gravity pipe and forcemain to connect to the existing sanitary system.		
			

Program:	Infrastructure Program	Sub-program:	Sanitary Sewer
Project Name:	Gravity Sewer Assessment Program	Submission ID:	5651
Location:	See Scope		
Cost:	\$450,000	OBI:	\$ -
Funding Sources:	Sanitary Utility: \$450,000		
Scope:	<p>This project is part of a multi-year program to assess gravity sewers on a 10-year cycle. The City currently completes grease cutting and flushing on its gravity sewer system as part of its grease management program. The program will complete CCTV inspections following grease cleaning efforts and will identify defects in the sanitary system, complete minor repairs identified as part of the assessment, and facilitate the archiving of CCTV inspection videos for record-keeping purposes.</p>		
			

Program:	Infrastructure Program	Sub-program:	Sanitary Sewer
Project Name:	Gravity Sewer Replacement - South of Richmond Street between No. 1 Road and 2nd Avenue	Submission ID:	6277
Location:	Steveston		
Cost:	\$825,000	OBI:	\$2,500
Funding Sources:	Drainage Utility: \$450,000 Sanitary Utility: \$375,000		
Scope:	A section of 150mm diameter gravity sewer in the lane south of Richmond Street between No. 1 Road and 2nd Avenue has collapsed and requires replacement. This project includes the replacement of approximately 200 meters of gravity sewer. The project also involves the construction of restoration work and any associated drainage infrastructure as required, and funding for emergency point repair work at adjacent sections of sanitary sewer.		




<b>Program:</b>	Infrastructure Program		<b>Sub-program:</b>	Sanitary Sewer
<b>Project Name:</b>	Manhole and Inspection Chamber Replacement Program		<b>Submission ID:</b>	6082
<b>Location:</b>	Various			
<b>Cost:</b>	\$250,000		<b>OBI:</b>	\$ -
<b>Funding Sources:</b>	Sanitary Utility:		\$250,000	
<b>Scope:</b>	This project is part of a 10-year program for replacing or repairing damaged inspection chambers and manholes throughout the City. The program aims to inspect and repair or replace approximately 250 sanitary manholes or inspection chambers each year.			
				



Program:	Infrastructure Program	Sub-program:	Sanitary Sewer
Project Name:	Pilot Sewer Grease and Heat Recovery Facility	Submission ID:	6072

Location:	City Centre and East Cambie		
Cost:	\$3,500,000	OBI:	\$32,219
Funding Sources:	Sanitary Utility: \$3,500,000		
Scope:	<p>Grease management has become a major contributing factor to the need for proactive preventative maintenance within the City’s sanitary system. While a number of programs have been implemented to mitigate the impact of grease blockages, there is a growing need for grease management, particularly in City Centre.</p> <p>This project involves the construction of a pilot facility within the City Centre area that integrates sewer grease and heat recovery. Jointly extracting heat and grease from the City’s sanitary system supports the City’s efforts to reduce natural gas and electricity use while reducing maintenance costs due to grease build-up in the sanitary system. If successful, the facility would be the first of its kind in the world. As a similar facility has never been constructed, the estimated construction cost is highly variable.</p>		



Program:	Infrastructure Program	Sub-program:	Sanitary Sewer
Project Name:	Pump Station Resiliency - Pilot Project	Submission ID:	6132


Location:	Various Locations		
Cost:	\$390,000	OBI:	\$5,000
Funding Sources:	Sanitary Utility: \$390,000		
Scope:	Install renewable power generation and energy storage capacity at two sanitary pump stations, and monitor their performance to determine further applicability.		

The City of Richmond operates an extensive sanitary pump station system network. This network supports the conveyance of sanitary waste from buildings. Throughout the years the City has increased the resiliency of these systems by installing permanent backup diesel generators at key locations, and using portable diesel generators in the case of an emergency at stations without permanent backup power. The two stations proposed (Works Yard and Graybar), were chosen due to the consistent nature of backup power being required at these stations, and their proximity to City property to enable the close installation of the required equipment. In addition, an installation at the Works Yard station could be used to showcase this and other City sanitary projects during the Public Works Open house.


The planned sizes of the solar PV systems at the two proposed locations would enable both stations to be net zero energy infrastructure, meaning the renewable energy systems would provide to the grid annually as much electricity as they would use.

This project aligns well with the following Council Term Goals, policies, and interim targets;


- Council Term Goal 4.0 "Leadership in Sustainability"
- Council Term Goal 6.0 "Quality Infrastructure Networks"




<b>Program:</b>	Infrastructure Program		<b>Sub-program:</b>	Sanitary Sewer
<b>Project Name:</b>	Sanitary Forcemain Valve Installations		<b>Submission ID:</b>	5644
<b>Location:</b>	Various Locations			
<b>Cost:</b>	\$100,000		<b>OBI:</b>	\$12,414
<b>Funding Sources:</b>	Sanitary Utility:		\$100,000	
<b>Scope:</b>	This project involves the installation of line valves on sanitary forcemains, allowing for isolation and control of forcemains in the event of breaks or tie-ins. It would reduce the time required for repairs, and also allow for a smaller section of the sanitary sewer system to be shut down when such work is required, thereby impacting fewer residential and commercial customers.			






Program:	Infrastructure Program		Sub-program:	Sanitary Sewer
Project Name:	Sanitary Pump Station and Forcemain Assessment, Upgrade and Grease Management		Submission ID:	5199
Location:	Various Locations			
Cost:	\$600,000		OBI:	\$12,414
Funding Sources:	Sanitary Utility: \$600,000			
Scope:	<p>This project will perform an assessment of sanitary pump stations and forcemains and implement improvements based on the assessments. A critical part of the assessments will be a quantification of Fat/Oil/Grease issues in the forcemain system and a review of Fat/Oil/Grease mitigation measures. Improvements will likely include:</p> <ul style="list-style-type: none"><li>- Installation and upgrade of pressure monitors;</li><li>- Installation of grease extraction measures;</li><li>- Installation of forcemain bypass and inspection assemblies;</li><li>- Upgrade electrical, control and telemetry kiosks; and</li><li>- Improved pump station access and safety.</li></ul>			
				


Program:	Infrastructure Program		Sub-program:	Sanitary Sewer
Project Name:	Sanitary Sewer Tie-in and Restoration		Submission ID:	5394
Location:	Various Locations			
Cost:	\$500,000		OBI:	\$ -
Funding Sources:	Sanitary Utility: \$500,000			
Scope:	This project involves tie-in and restoration work for sanitary sewer projects completed as part of prior years' capital programs.			






<b>Program:</b>	Infrastructure Program	<b>Sub-program:</b>	Sanitary Sewer
<b>Project Name:</b>	SCADA System Improvements	<b>Submission ID:</b>	5198
<b>Location:</b>	Various Locations		
<b>Cost:</b>	\$150,000	<b>OBI:</b>	\$ -
<b>Funding Sources:</b>	Sanitary Utility: \$150,000		
<b>Scope:</b>	<p>This project involves rehabilitating and upgrading computer, instrument and electrical installations throughout the SCADA network.</p> <p>Via its SCADA system, the City monitors and controls over 150 sanitary system sites that contain mechanical and electrical equipment. This project will maintain and improve sanitary sewer system operation, as well as maintain system security and technological viability.</p> <p>Failure to complete the work will result in increased risk of sanitary system failure, thereby reducing service levels and increasing cost and disruption of unplanned maintenance and emergency repairs.</p>		



<b>Program:</b>	Infrastructure Program		<b>Sub-program:</b>	Sanitary Sewer
<b>Project Name:</b>	Sidaway Yard Trailer and Scale Installation		<b>Submission ID:</b>	6242
<b>Location:</b>	Sidaway Yard			
<b>Cost:</b>	\$936,000		<b>OBI:</b>	\$72,172
<b>Funding Sources:</b>	Sewer Levy: \$468,000 Water Levy: \$468,000			
<b>Scope:</b>	<p>Sidaway yard currently provides services to the City by receiving recyclable construction material from City projects, processing the materials, and producing recycled materials for use in future City projects, such as utility infrastructure upgrades and roadway repairs. However, Sidaway yard is currently unable to accurately take inventory of the materials entering and leaving the yard due to limited yard capabilities. The intent of this project is to improve the level of services provided by Sidaway, by improving the overall effectiveness of the yard by installing a high accuracy scale. The scale will automate the measuring and ticketing process, making the site and operations more efficient and reduce wait times.</p> <p>The high accuracy scale will be installed alongside a new operations trailer to service construction waste dumping and material pickup; improving the flow of traffic and overall yard logistics.</p> <p>This project supports the Council's term goal 4) Leadership in Sustainability and goal 7) Strong Financial Stewardship. Upgrades to the scale and operations centre will organize the site to be purpose-built, reducing idle time and increasing capacity. A more efficient system will encourage increase use of Sidaway yard thus increasing profits from both incoming material and the sale of recycled construction waste.</p>			
				

<b>Program:</b>	Infrastructure Program		<b>Sub-program:</b>	Sanitary Sewer
<b>Project Name:</b>	Steveston Gravity Sewer Replacement and Rehabilitation		<b>Submission ID:</b>	5649
<b>Location:</b>	See Scope			
<b>Cost:</b>	\$1,839,000		<b>OBI:</b>	\$5,000
<b>Funding Sources:</b>	Drainage Utility: \$406,250 Sanitary Utility: \$1,432,750			
<b>Scope:</b>	Inspections identified that sections of gravity sewer within the Steveston sanitary catchment are at the end of their service life. This project involves rehabilitation or replacement of sanitary sewer infrastructure to address deficiencies identified, including replacement or relocation of sanitary mains south of Richmond Street between 2nd Avenue and the Steveston pump station, restoration work including construction of new lanes and the associated drainage infrastructure, and point repairs within the catchment as required.			



2018 Recommended Infrastructure – Minor Capital Program

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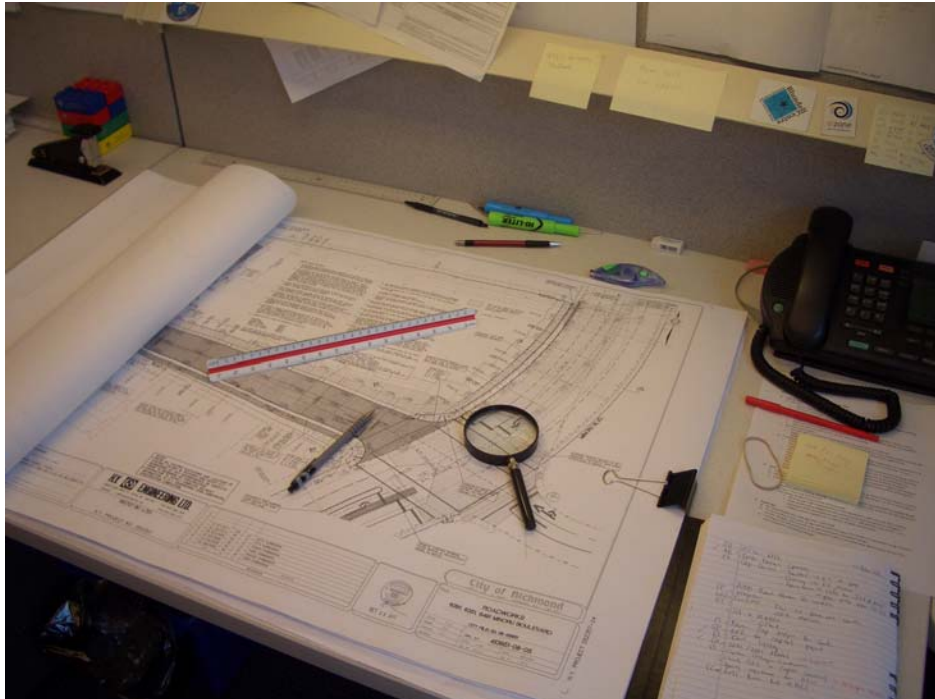
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Program:	Infrastructure Program		Sub-program:	Minor Capital
Project Name:	Public Works Infrastructure Advanced Design		Submission ID:	5185
Location:	City Wide			
Cost:	\$2,530,000		OBI:	\$ -
Funding Sources:	Drainage Utility: \$1,600,000 Water Utility: \$430,000 Sanitary Utility: \$270,000 Roads DCC: \$216,315 Roads City Assist: \$13,685			
Scope:	<p>The scope of work includes hiring consultants and contractors to plan and design the 2019 capital plan and deliver reports that define long-term infrastructure upgrades.</p> <ul style="list-style-type: none"><li>- Sanitary Project Design and Planning</li><li>- Sanitary System Modelling</li><li>- Water Project Design and Planning</li><li>- Water System Modelling</li><li>- Drainage Project Design and Planning and Modelling</li><li>- Roads</li></ul>			







Program:	Infrastructure Program	Sub-program:	Minor Capital
Project Name:	Public Works Minor Capital - Drainage	Submission ID:	5200
Location:	City Wide		
Cost:	\$300,000	OBI:	\$ -
Funding Sources:	Drainage Utility: \$300,000		
Scope:	The scope of work for this project involves minor work related to drainage infrastructure, including installation of inspection chambers, rehabilitation of sewer pipes and manholes, minor repair of pump stations, installation of monitoring equipment, safety upgrades, testing of new technologies to improve efficiencies and responding to resident complaints that require site specific repairs. These works will be undertaken at problem areas identified throughout the City.		
			

Program:	Infrastructure Program	Sub-program:	Minor Capital
Project Name:	Public Works Minor Capital - Roads	Submission ID:	5180
Location:	City Wide		
Cost:	\$300,000	OBI:	\$ -
Funding Sources:	Rate Stabilization: \$300,000		
Scope:	<p>This project involves minor work related to road infrastructure, including installation of wheelchair ramps, replacement of uneven sidewalks, curbs and small road sections that may have been damaged through tree root ingress or settlement, repair of street lights, and response to resident complaints that require site specific repairs.</p> <p>Every year, Engineering and Public Works receives a number of requests for minor projects. The minor capital program allows the department to respond to these requests in a timely and cost effective manner.</p>		



Program:	Infrastructure Program	Sub-program:	Minor Capital
Project Name:	Public Works Minor Capital - Sanitary	Submission ID:	5196
Location:	Various Locations		
Cost:	\$450,000	OBI:	\$ -
Funding Sources:	Sanitary Utility: \$450,000		
Scope:	This project involves minor work related to the sanitary infrastructure, including pump station upgrades, sanitary pump replacements, modifications to improve operational efficiency and functionality, testing of new technologies, forcemain repairs, site-specific repairs in response to resident complaints, and manhole and valve box repairs.		
Every year, Engineering and Public Works receives a number of requests for minor projects. The minor capital program allows the department to respond to these requests in a timely and cost effective manner.			
			

<b>Program:</b>	Infrastructure Program		<b>Sub-program:</b>	Minor Capital
<b>Project Name:</b>	Public Works Minor Capital - Sanitation & Recycling		<b>Submission ID:</b>	6000
<b>Location:</b>	City Wide			
<b>Cost:</b>	\$300,000		<b>OBI:</b>	\$ -
<b>Funding Sources:</b>	Solid Waste and Recycling: \$300,000			
<b>Scope:</b>	<p>To provide for Recycling Depot general site upgrades, expansion projects and funding for streetscape recycling containers in public spaces.</p> <p>To provide equipment/vehicle as required to support these program expansions as well as collection of overweight/heavy illegally dumped items.</p>			






Program:	Infrastructure Program	Sub-program:	Minor Capital
Project Name:	Public Works Minor Capital - Traffic	Submission ID:	5216

Location:	Various Locations		
Cost:	\$250,000	OBI:	\$9,167
Funding Sources:	Rate Stabilization: \$250,000		
Scope:	The general scope of this program includes various improvements to traffic systems as required. The program includes the following major components:		

A. Traffic Improvements: for unforeseen capital improvements of a minor nature including wheelchair ramps, traffic signage, pavement markings and traffic safety improvements. These are separate from the programs which fund specific projects/locations.

B. Traffic Signal/Communications Network: infrastructure renewal, physical plant upgrading, ongoing infrastructure development testing and communications network conduit/cable, installation of L/T arrows and related detection, controller upgrades, etc (whereas Roads DCC would fund new traffic signals).

This program is an annual recurring program funded by the revenues from non-DCC sources such as general revenue. Funding assistance from ICBC and TransLink's MRN sources for some of these projects may be available and applications would be submitted to the appropriate agency.





# Building Program 2018

The building program includes major building construction and renovation projects as well as minor facility upgrades and repairs. The City’s building assets include: arenas, pools, community centres, libraries, heritage buildings, police stations, fire halls and other government facilities.

## 2018 Recommended Building – Building Program

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<b>Program:</b>	<b>Building Program</b>		<b>Sub-program:</b>	<b>Building</b>
<b>Project Name:</b>	<b>Advancement of Partial Funding for the Canada Line Capstan Station</b>		<b>Submission ID:</b>	<b>6275</b>
<b>Location:</b>	Capstan			
<b>Cost:</b>	\$3,500,000		<b>OBI:</b>	\$ -
<b>Funding Sources:</b>	Capstan Station Reserve: \$3,500,000			
<b>Scope:</b>	Advancement of funds to TransLink to initiate the Preliminary Design of the Capstan Station. Implementation of the Capstan Station would help achieve the vision of the City Centre Area Plan to support transit-oriented development and maximize the use of the Canada Line as well as support the Official Community Plan objectives to reduce car dependence and greenhouse gas emissions by providing a rapid transit station in a growing area of the City Centre.			
Funding will be from the Capstan Station Capital Reserve Fund.				
				


<b>Program:</b>	<b>Building Program</b>	<b>Sub-program:</b>	<b>Building</b>
<b>Project Name:</b>	<b>Animal Shelter Replacement</b>	<b>Submission ID:</b>	<b>6285</b>
<b>Location:</b>	12071 No. 5 Road		
<b>Cost:</b>	\$8,000,000	<b>OBI:</b>	\$ -
<b>Funding Sources:</b>	Building and Infrastructure: \$8,000,000		
<b>Scope:</b>	<p>The existing 4,580 ft<sup>2</sup> facility constructed in 1978 was built when the City's population was approximately 80,000. Since then, the City's population has grown to over 200,000 and the number of animals has similarly grown. Additionally, best practices in animal shelters have advanced considerably since 1978 and the current Animal Shelter no longer meets these needs. Replacing this facility will reduce the frequency of equipment related breakdowns, it will provide a space of adequate size to support the current and future program and ensure many more years of service to the community.</p> <p>Scope of work is to demolish the existing animal shelter and replace it with a new more modern facility on the existing site.</p> <p>This submission is an estimate for the 2018 Capital program. It is anticipated the concept level work to replace the Animal Shelter will be complete by early 2018. At that time, there will be sufficient information to develop a concept level capital cost estimate and Operating Budget Impact estimate - the capital cost noted in this submission may require revision once concept level design work is complete.</p>		
			





<b>Program:</b>	<b>Building Program</b>	<b>Sub-program:</b>	<b>Building</b>
<b>Project Name:</b>	<b>City Hall Annex Renovation</b>	<b>Submission ID:</b>	<b>6210</b>
<b>Location:</b>	6900 Minoru Blvd		
<b>Cost:</b>	\$ 5,700,000	<b>OBI:</b>	\$138,750
<b>Funding Sources:</b>	Building and Infrastructure: \$2,645,000 Revolving Fund: \$992,000 Rate Stabilization: \$2,063,000		
<b>Scope:</b>	<p>The renovation and tenant improvement of the City Hall Annex building to include:</p> <ol style="list-style-type: none"><li>1. Demolition and Tenant Improvement for the useable portion of the 1st floor</li><li>2. Demolition and Tenant Improvement of the 2nd floor</li><li>3. Tenant improvement of the unoccupied area on the 3rd floor (south side)</li><li>4. Replacement of the waterproof membrane of the upper west plaza</li><li>5. 2nd floor hazardous materials removal</li></ol> <p>These renovations will include associated miscellaneous items that will service to prolong the life of the building and ensure the health and safety of its users / inhabitants.</p>		
			


Program:	Building Program	Sub-program:	Building
Project Name:	Gateway Theatre Infrastructure Replacements - First Stage	Submission ID:	6212
Location:	6500 Gilbert Road		
Cost:	\$3,337,000	OBI:	\$ -
Funding Sources:	Building and Infrastructure: \$3,337,000		
Scope:	<p>This project is planned to be completed in two stages. The first stage is to replace critical building systems necessary for public safety and occupancy. This stage will also include building envelope repairs to address areas of advanced deterioration with suspected rot and mold. The second stage (future capital submission) is to complete building envelope repairs/replacement depending on the results from completion of stage 1 work.</p> <p>Envelope: The building envelope as a whole is well past its life expectancy and showing signs of deterioration. Envelope repairs will be completed to respond to areas of advanced deterioration.</p> <p>Mechanical: The heat pumps and cooling tower have exceeded their serviceable life cycle and will be replaced with modern, energy efficient units.</p> <p>The water distribution system has reached the end of its life cycle and is due to be renewed. This system will be assessed and renewed/replaced as necessary.</p> <p>The washrooms will receive an upgrade in the form of autoflush toilets and electrical hand dryers in order to reduce energy consumption and maintenance costs.</p> <p>Life Safety: The Fire Alarm system is past its expected life span and will be replaced with a modern, energy efficient system. Additionally, the exit signs and emergency lights will be upgraded.</p> <p>The Security system requires an upgrade to ensure safe and secure operations.</p>		
			




<b>Program:</b>	<b>Building Program</b>	<b>Sub-program:</b>	<b>Building</b>
<b>Project Name:</b>	<b>Gateway Theatre Lighting Infrastructure and Systems Renewal</b>	<b>Submission ID:</b>	<b>6221</b>
<b>Location:</b>	Gateway Theatre		
<b>Cost:</b>	\$673,400	<b>OBI:</b>	\$ -
<b>Funding Sources:</b>	Capital Revolving: \$673,400		
<b>Scope:</b>	<p>The scope of work for this submission consists of:</p> <p>1) Upgrading the existing lighting infrastructure, control and equipment to support the new LED stage light fixtures; and</p> <p>2) Upgrading systems to meet current standards and practice.</p> <p>Funding for the new LED stage light fixtures was approved under a separate Capital Submission in 2017. In order to support the LED light fixtures and meet current standards, the power systems and control are required to be extensively upgraded of which is requested through this Capital Submission.</p> <p>The modernization will not only enhance performance but reduce maintenance costs and ensure new equipment parts can be readily sourced.</p> <p>Without these renewals Gateway will become less attractive to user groups and its ability to remain a viable competitor to other performing arts venues and to fulfill its role in the Richmond community will be compromised as a result.</p> <p>A feasibility study is currently being conducted by DWD Theatre Design + Consulting which will include, among other recommendations, specific recommendations to carry out the above work.</p> <p>Gateway was constructed in the early 80's and the infrastructure and equipment have seen little improvements and/or modernization since that time despite remarkable technological progress in the interim. As a result, current audio visual (lighting, sound and video) inventory and infrastructure no longer meets user needs and has fallen out of contemporary best practices. Some inventory is 1960's technology that has been discontinued and is no longer supported, making replacement parts increasingly difficult and expensive to obtain. As the equipment continues to age, it fails more and more frequently, resulting in increasing expense as staff attempt repairs that are increasingly improvised from available parts and generic hardware.</p>		
			

Program:	Building Program	Sub-program:	Building
Project Name:	Lawn Bowling Club Replacement	Submission ID:	6286
Location:	Minoru Park		
Cost:	\$4,000,000	OBI:	\$ -
Funding Sources:	Building and Infrastructure: \$4,000,000		
Scope:	<p>The existing 1,930 ft² facility constructed in 1969 is ageing and is an inadequate size based on the current and future demand. Replacing this facility will reduce the frequency of equipment related breakdowns, it will provide a space of adequate size to support the current and future program and ensure many more years of service to the community.</p> <p>Scope of work is the demolition of the existing lawn bowling club facility and replacement with a new more modern facility that meets the needs of the community.</p> <p>This submission is an estimate for the 2018 capital program. It is anticipated the concept level work to replace the Lawn Bowling Club will be complete by early 2018. At that time, there will be sufficient information to develop a concept level capital cost estimate and Operating Budget Impact estimate - the capital cost noted in this submission may require revision once concept level design work is complete.</p>		
			

<b>Program:</b>	Building Program		<b>Sub-program:</b>	Building
<b>Project Name:</b>	Thompson Community Centre Heat Pump Replacements		<b>Submission ID:</b>	6133
<b>Location:</b>	Thompson Community Centre			
<b>Cost:</b>	\$520,000		<b>OBI:</b>	(\$11,500)
<b>Funding Sources:</b>	Rate Stabilization: \$420,000 Enterprise: \$100,000			
<b>Scope:</b>	<p>Renew and upgrade of the Thompson Community Centre's heating and cooling system by completing the following tasks;</p> <ul style="list-style-type: none"><li>- Remediation and/or added capacity to the geo-exchange field</li><li>- Replacement of the rooftop units with more efficient models</li><li>- Addition of one air-source heat pump</li></ul> <p>The main objectives of the project are to complete needed infrastructure renewal with the replacement and upgrade of near or at end of life equipment, and to increase energy efficiency and at Thompson Community Centre. In addition, completing these needed upgrades will enable the City to complete other already approved Energy Management and building automation system related capital measures.</p> <p>If this infrastructure renewal and energy efficiency project is funded and completed, the total annual estimated energy cost avoidance savings would be approximately \$16,000 with approximately \$4,500 additional annual maintenance costs.</p> <p>Over the estimated 20 year life span of the project measures these energy cost avoidance savings will provide approximately \$170,000 total in cost avoidance savings. This project would help to reduce electricity use at the facility by approximately 30% or by 200,000 kWh annually.</p>			
<div><div><p>THOMPSON COMMUNITY CENTRE</p></div><div><p>Operational improvements</p></div><div><p>Geo-exchange system remediation</p></div><div><p>New air-source heat pump, and roof top unit replacement</p></div></div>				

<b>Program:</b>	<b>Building Program</b>	<b>Sub-program:</b>	<b>Building</b>
<b>Project Name:</b>	<b>Watermania Ageing Mechanical and Building Envelope Infrastructure Replacement</b>	<b>Submission ID:</b>	<b>5508</b>
<b>Location:</b>	14300 Entertainment Blvd		
<b>Cost:</b>	\$1,000,000	<b>OBI:</b>	\$ -
<b>Funding Sources:</b>	Capital Revolving: \$1,000,000		
<b>Scope:</b>	<p>Multiple building systems have reached the end of their life expectancy and will be replaced with modern energy efficient systems (where possible). These renewals will also include associated miscellaneous items that will prolong the life of the building and ensure the health and safety of its users/inhabitants.</p> <p>Roof: The ballasted EPDM has reached the end of its serviceable life span and will be replaced in two phases. There will be a future capital submission to complete phase two.</p> <p>The gutters and downspouts are aged and will be replacement as necessary.</p> <p>Mechanical: The lining of the filter tanks has failed and cannot be repaired; the lining will be stripped, cleaned and re-lined with more suitable material.</p> <p>Pool Equipment The existing manual bulkhead is exceedingly heavy and has caused health and safety issues for staff operating it. These units will be converted to automatic.</p> <p>The wave pool cason chambers are failing and require replacement.</p> 		


<b>Program:</b>	<b>Building Program</b>	<b>Sub-program:</b>	<b>Building</b>
<b>Project Name:</b>	<b>Works Yard Ageing Mechanical and Building Envelope Infrastructure Replacement</b>	<b>Submission ID:</b>	<b>5515</b>
<b>Location:</b>	5599 Lynas Lane		
<b>Cost:</b>	\$2,515,000	<b>OBI:</b>	\$ -
<b>Funding Sources:</b>	Building and Infrastructure: \$2,515,000		
<b>Scope:</b>	<p>Multiple building systems have reached the end of their BOMA life expectancy and will be replaced with modern energy efficient systems (where possible). These system renewals will also include associated miscellaneous items that will prolong the life of the building and ensure the health and safety of its users/inhabitants. This submission also includes the feasibility and location investigation of the Works Yard.</p> <p>Administration Building Interior Renovations - Service/Utility sinks require replacement. Mechanical - Gas fired water heater requires replacement as it is beyond its useful life. Cooling tower and TBAR system are reaching end of life and require replacement.</p> <p>Administration Annex Mechanical - The rooftop units have exceeded their life expectancy and require replacement.</p> <p>Dispersal Building Mechanical - Unit heaters, water distribution and exhaust systems. Interior Renovations - Flooring and door replacements.</p> <p>Covered Parking Mechanical - Unit heaters, controls and gutter systems will all be replaced. Envelope - Metal siding and overhead doors will be replaced as required.</p> <p>Garage Workshops Mechanical - Sprinkler system (wet), gas heaters and water distribution systems will be replaced Electrical - The fire alarm system will be replaced</p> <p>Stores Building Mechanical - Server room AC units, domestic hot water, water distribution and HVAC controls will all be replaced. Interior Renovations - Fire suppression system and gutter systems will be replaced</p> <p>Survey Inspector Mechanical - Water distribution system Envelope - Roofing: cover &amp; ladder Interior Renovations - Flooring, Ceiling system and workstations all require upgrades.</p>		
			



2018 Recommended Building – Heritage Program

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<b>Program:</b>	<b>Building Program</b>	<b>Sub-program:</b>	<b>Heritage</b>
<b>Project Name:</b>	<b>Phoenix Net Loft Building Stabilization</b>	<b>Submission ID:</b>	<b>6200</b>
<b>Location:</b>	Imperial Landing		
<b>Cost:</b>	\$11,500,000	<b>OBI:</b>	\$ -
<b>Funding Sources:</b>	Art, Culture and Heritage: \$3,644,516 Building and Infrastructure: \$7,855,484		
<b>Scope:</b>	Sub-structure Preservation - Replacement of wooden pilings and associated pile splicing and bracing.		
	Super-structure Preservation - Replacement and/or retrofit of existing structured elements and code upgrades necessary to bring Phoenix Net Loft up to same preservation standard at Seine Net Loft, with public assembly load rating on both floors. This work would include structural wood beam, joist, column truss replacement/retrofit along with restoration/replacement of all or select areas of the building's exterior cladding and roofing system. Fire suppression, lighting and access/egress upgrades would also be implemented to the same standard as the Seine Net Loft.		
			

## Parks Program 2018

Richmond is renowned for its high quality parks and recreation facilities. The City's park system has over 145 parks that total approximately 1,700 acres. Parks are unique places designed and developed for the enjoyment of all city residents as well as visitors to Richmond. These sites usually contain a wide variety of recreational and sports facilities, play equipment and other specialized facilities. In addition to parks, Richmond has 50 kilometers of recreational trails.

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Program:	Parks Program	Sub-program:	Parks
Project Name:	Aberdeen Park Playground and Garden Construction	Submission ID:	5243

Location:

Cost:

Funding Sources:

Scope:

Cambie Road & Hazelbridge

\$1,250,000

OBI:

\$60,507

Parks Development DCC:

\$1,175,625

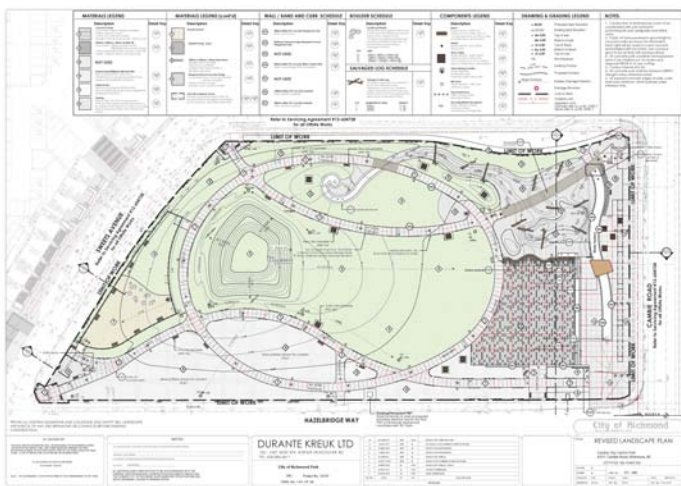
Parks Development City Assist:


\$74,375

This submission is for Phase 2 of Aberdeen Park in Capstan Village. The park will function as a neighbourhood park as well as an urban square for public gatherings and community activities. Phase 2 consists of the development of the playground on the east side of the park and the construction of a garden design contributed by City of Zhengzhou, China as part of the Council approved design exchange with the City of Richmond. It will also include detailed design for the final phase of the park plan, the stage (canopy, infrastructure) and washroom building.


Aberdeen Park will serve the surrounding high density urban neighbourhood offering a diverse mixture of landscapes, programs, activities and amenities for residents and visitors alike to experience and enjoy in a shared setting.

This project supports Council's Term goals including 2.3 - Outstanding places, programs, and services that support active living, wellness and a sense of belonging; and 3.2 - A strong emphasis on physical and urban design.



Program:	Parks Program	Sub-program:	Parks
Project Name:	City Tree Planting Program	Submission ID:	5956
Location:	Various Locations		
Cost:	\$200,000	OBI:	\$11,250
Funding Sources:	Developer Contribution: \$200,000		
Scope:	<p>This program will allow for the planting of trees at various sites within the City's park and open space system, many of which have few or no existing trees. Planting trees provides many benefits to the community, including: adding beauty to parks and increasing neighbourhood livability; storing and sequestering carbon; removing pollutants from the air; providing habitat for wildlife; reducing storm water runoff; stabilizing slopes; providing shade moderating temperatures; and positively affecting public health.</p> <p>This program supports Council Term Goal 3.2 - A strong emphasis on physical and urban design; and 4.2 Innovative projects and initiatives to advance sustainability.</p>		
			



<b>Program:</b>	<b>Parks Program</b>	<b>Sub-program:</b>	<b>Parks</b>
<b>Project Name:</b>	<b>Garden City Community Park Dog Park</b>	<b>Submission ID:</b>	<b>6171</b>
<b>Location:</b>	6620 Garden City Road, Richmond		
<b>Cost:</b>	\$150,000	<b>OBI:</b>	\$15,960
<b>Funding Sources:</b>	Parks Development DCC: \$141,075 Parks Development City Assist: \$8,925		
<b>Scope:</b>	<p>The Garden City Community Park dog off-leash area will be enlarged and upgraded to include permanent fencing, gates, seating and improved drainage and surfacing. The City initiated the Dog Off-Leash Program in 1999. Proposals were approved in 2015 by Council to develop the existing dog park sited on the SW corner of Garden City Park.</p> <p>This submission supports Council's 2014 - 2018 Term Goals:</p> <p>2.3. Outstanding places, programs and services that support active living, wellness and a sense of belonging.</p> <p>6.2. Infrastructure is reflective of and keeping pace with community need.</p> 		




Program:	Parks Program	Sub-program:	Parks
Project Name:	London/Steveston Phase 2	Submission ID:	5629

Location:	London Steveston Park		
Cost:	\$480,000	OBI:	\$24,709
Funding Sources:	Parks Development DCC: \$451,440 Parks Development City Assist: \$28,560		
Scope:	<p>The concept plan for London/Steveston Park was approved by Council in May 2015. The focus of the plan is to integrate the portion of the old Steveston High School site, transferred to the City for park purposes, with the existing site of London/Steveston School Park. The public consultation process provided residents the opportunity to comment on the plan which resulted in significant favourable support for park design. In 2018, pathway connections to the 2 previously built greenways will be installed, along with the planting of trees, creation of a large lawn area and stormwater management features. This project supports Council's Term Goals 2.3 - Outstanding places, programs, and services that support active living, wellness and a sense of belonging; and 3.2 - A strong emphasis on physical and urban design.</p>		

### Phase 2

- demolish existing paths in north portion of site
- Install north access path to Williams and Roads and other connections
- Install fences off-leash dog area, including fences, site furnishings and paving.
- Install planting and trees
- Install fitness stations and adjacent rubber paving




Program:	Parks Program	Sub-program:	Parks
Project Name:	Minoru Park Cultural Precinct Site Improvements	Submission ID:	5993
Location:	Minoru Park		
Cost:	\$800,000	OBI:	\$6,008
Funding Sources:	Rate Stabilization: \$800,000		
Scope:	Council approved the decommissioning and demolition of the existing Minoru Aquatics Centre on May 8, 2017. This will result in the creation of a new area of open space near the Cultural Centre. The former building footprint will be redeveloped to provide public open space, improved pedestrian and cyclist circulation, and additional parking.		

The objectives of this project are:

- To increase park services to accommodate the growing population in the City Centre, especially those living within the 400 metre radius designated for park services in the City Centre;
- To address increasing pedestrian and cycling movements from the street edges into the park, and between the destinations in the park (e.g. between the new Minoru Centre for Active Living and the Cultural Centre) with new pathways and lighting;
- To reduce conflicts between new and existing park uses using planting and fencing to direct circulation across the park; and
- To expand the existing parking lot south of the building.

The open space development will be guided by the Minoru Park Vision Plan and guiding principles approved by Council in May 2017.




http://map2.richmond.ca/htmlViewer\_2\_0/index.html?viewer=RM

1/1



Program:	Parks Program	Sub-program:	Parks
Project Name:	Minoru Park Renewal Phase 1	Submission ID:	5842

Location:	Minoru Park		
Cost:	\$250,000	OBI:	\$ -
Funding Sources:	Parks Development DCC: \$235,125 Parks Development City Assist: \$14,875		
Scope:	<p>Minoru Park Renewal Phase 1 will entail detailed design for the items that were identified as high priority for (re)development during the Minoru Park Vision Plan public engagement process. These include renewal of Minoru Lakes, upgrades to primary pathway connections and new informal recreation facilities. City staff will engage a team of qualified consultants to develop detailed designs and costing which will inform future Capital submissions.</p> <p>In May of 2017, Council adopted the Minoru Park Vision and Guiding Principles to guide the development of the Minoru Park Vision Plan. The Vision and Guiding Principles were generated from the results of a detailed site analysis and an extensive community engagement process. They build on Minoru Park's existing strengths and the aspects of the park most valued by the community while simultaneously envisioning how the park can be adapted in response to the rapidly growing population in the city centre and changing community needs.</p>		





Program:	Parks Program	Sub-program:	Parks
Project Name:	Parks Advance Planning & Design	Submission ID:	5242

Location:

Cost:

Funding Sources:

Scope:

Various Locations

\$600,000

Parks Development DCC:

\$564,300

Parks Development City Assist:

\$35,700

This annual project submission for Parks Advance Planning & Design is to provide ongoing planning, research, consultation, project management and construction detailing of both immediate and future projects in park construction or strategic open space planning.


The scope of work includes: researching best practices; collecting data, topographical surveys and geographical information; and securing consultation for landscape architectural and engineering services as part of a planning and design process. The design process includes preparing and producing concept designs, reports, presentations and detailed construction drawings for upcoming major Capital projects. Projects may be community initiated or may serve redeveloping areas of the City.


This program supports Council Term Goals 2.3 - "Outstanding places, programs and services that support active living, wellness, and a sense of belonging"; and 3.2 – “A strong emphasis on physical and urban design.”

2018 Projects include:

- Middle Arm Waterfront Park Master Plan
- Steveston Playground
- Resource Management
- Conceptual Park & Open Space Planning for various sites
- Topographical Surveys (engineering site survey pick-up)
- Waterfront & Trails Strategy Implementation projects
- Park Characterization projects
- Best practices research

Lansdowne Village





<b>Program:</b>	<b>Parks Program</b>	<b>Sub-program:</b>	<b>Parks</b>
<b>Project Name:</b>	<b>Parks General Development</b>	<b>Submission ID:</b>	<b>302</b>
<b>Location:</b>	Various Location		
<b>Cost:</b>	\$500,000	<b>OBI:</b>	\$5,420
<b>Funding Sources:</b>	Parks Development DCC: \$470,250 Parks Development City Assist: \$29,750		
<b>Scope:</b>	<p>This ongoing program addresses special opportunities, emergency requests and safety driven concerns from the public. This program funds ongoing improvements of various park amenities and facilities that are not part of other larger Parks Capital Programs. This funding allows the City the flexibility and ability to respond to Council directions, and appropriate public requests in a timely fashion.</p> <p>Examples of projects that have been funded by General Development include new community gardens, new dog off-leash areas, walkways and pathways, benches and picnic tables, and new drainage systems.</p> <p>This project is relative to Council term goals of providing Quality Infrastructure Networks and a Safe Community.</p> 		

<b>Program:</b>	<b>Parks Program</b>	<b>Sub-program:</b>	<b>Parks</b>
<b>Project Name:</b>	<b>Parks Identity Signage Program</b>	<b>Submission ID:</b>	<b>5251</b>

<b>Location:</b>	Various Locations		
<b>Cost:</b>	\$200,000	<b>OBI:</b>	\$27,456
<b>Funding Sources:</b>	Parks Development DCC: \$188,100 Parks Development City Assist: \$11,900		
<b>Scope:</b>	<p>Many of the City's park sites do not have signage to inform the public of the name of the park they are visiting, the amenities within the park, or to assist in locating a specific park during special events. In order to adequately provide park identity, regulatory information and wayfinding for the public and community, a comprehensive signage fabrication and installation program needs to be established to ensure a coordinated approach to site identity.</p> <p>The design/fabrication of parks and wayfinding signage takes into consideration the character, heritage and uniqueness of each park and trail. It also provides information about what each site has to offer, provides consistency in fabrication methods and materials, and takes into consideration the installation and ongoing maintenance of the same.</p> <p>This project supports the following aspects of the Corporate Plan: Placemaking focus area, Special Places pillar, Unique Parks and Open Spaces outcome.</p> <p>This project also addresses the following 2022 Parks and Open Space Strategy focus area of "CONNECTIVITY: Linking People, Community and Nature - Outcome #2: The system is inviting, accessible, and safe, enabling residents and visitors to feel comfortable and connected to the community" and the initiative to "Develop and implement a wayfinding and signage plan for the parks and open space system."</p> <p>Scope of Work Includes:</p> <ul style="list-style-type: none"> <li>- Develop a phasing plan for park ID and wayfinding deployment</li> <li>- Design and analysis per park ID and wayfinding location</li> <li>- Fabrication and coordination with signage vendor and/or in-house services</li> <li>- Coordinate installation deployment of Phase 1 with in-house services</li> <li>- Prepare a resource management plan for the OBI</li> </ul>		

<b>Program:</b>	<b>Parks Program</b>	<b>Sub-program:</b>	<b>Parks</b>
<b>Project Name:</b>	<b>Parks Strategic Ageing Infrastructure Replacement</b>	<b>Submission ID:</b>	<b>5245</b>
<b>Location:</b>	Various Locations		
<b>Cost:</b>	\$900,000	<b>OBI:</b>	\$ -
<b>Funding Sources:</b>	Capital Revolving: \$900,000		
<b>Scope:</b>	<p>This program targets the replacement of ageing parks and open space infrastructure. The types of infrastructure include waterparks, waterfront assets (e.g. piers, docks, moorage and boat launch facilities) trails and pathways, drainage systems, outdoor courts (e.g. tennis, basketball, lacrosse, and hockey), baseball backstops, sports lighting fixtures and other amenities that cannot be funded through Parks DCC's. Assets have been identified that have surpassed their respective life cycles and now present potential liability issues with the loss of structural and functional integrity due to wear and age. If not addressed these issues may lead to closure of some parks or park amenities and an increase in service requests to address safety concerns from the public and sports groups.</p> <p>At the July 20, 2017 PRCS meeting, the following was carried:</p> <p>"That the priorities identified in the staff report titled Parks Ageing Infrastructure Plan 2017 from the Senior Manager, Parks, be used as the basis for a submission to the annual 2018 Capital Program process." The report included the list of high priority infrastructure requiring significant repairs to extend the useful life of some assets as well as full replacement for others.</p> <p>2018 Projects include:</p> <ul style="list-style-type: none"><li>- King George Waterpark Surface Retrofit</li><li>- No. 2 Road Pier Repairs</li><li>- Nature Park Boardwalk Replacement</li></ul> <p>This program supports Council Term Goals of providing Quality Infrastructure Networks and a Safe Community.</p>		
			

<b>Program:</b>	<b>Parks Program</b>	<b>Sub-program:</b>	<b>Parks</b>
<b>Project Name:</b>	<b>Playground Replacement and Safety Upgrade Program</b>	<b>Submission ID:</b>	<b>5247</b>
<b>Location:</b>	Various Locations		
<b>Cost:</b>	\$500,000	<b>OBI:</b>	\$ -
<b>Funding Sources:</b>	Capital Revolving: \$500,000		
<b>Scope:</b>	<p>This Capital program addresses older playgrounds that do not meet the current safety guidelines according to the industry standard, the Canadian Standards Association's "Children's Playspaces and Equipment", or can no longer be maintained to meet the guidelines due to age, obsolescence or vandalism. The program is directed toward replacing all or part of a playground and includes replacement of playground equipment, playground infrastructure (e.g. resilient surfacing, borders, drainage) and landscape features.</p> <p>This program relates to the following Council Term Goals:</p> <p>Goal 2 - A Vibrant, Active and Connected City</p> <p>Goal 6 - Quality Infrastructure Networks</p> <p>The priority projects for 2018 are the playgrounds located at South Arm Community Park and Palmer/Garden City Neighbourhood School Park.</p>		
			



2018 Recommended Parks – Parkland Program

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Parkland Acquisition..... 110

Program:	Parks Program	Sub-program:	Parkland
Project Name:	Parkland Acquisition	Submission ID:	5270

Location:	As per Parks DCC Land Acquisition Plan		
Cost:	\$4,000,000	OBI:	\$ -
Funding Sources:	Parks Acquisition DCC: \$3,762,000 Parks Acquisition City Assist: \$238,000		
Scope:	The purpose of the Parkland Acquisition program is to acquire land for park requirements to address development and population growth. The program is based on the City's population projections as per the OCP with the objective of maintaining the parks provision standard of 7.66 acres/1000 population. The program is funded through Parkland Acquisition Developer Cost Charges (DCC's) and is guided by the Council approved 2009 Park Land Acquisition Strategy, which provides the criteria for evaluating proposed acquisitions. Funding is required each year to allow the City to be strategic and responsive as properties become available, thus avoiding the need to borrow funding from other City sources, or pass bylaws to release the funds for each acquisition.		

Base Level Parks & Open Space Map (2031)

City Centre Boundary  
Village Centre  
Garden City Lands (Further Study Required)  
Major Park (Future)  
Major Park (Existing)  
Neighbourhood Park (Future to 2031)  
Neighbourhood Park (Future post 2031)  
Neighbourhood Park (Future to 2031) - Configuration & Location to be Determined  
Neighbourhood Park (Existing)  
Greenway (Future - to be upgraded or secured)  
Greenway (Existing)  
Green Link (Future)  
Linear Park (Future)  
Public School Land  
Capstan Station Bonus

# Public Art Program 2018

The Public Art Program is a self-sustaining project funded by private development contributions to the Public Art Reserve. Council approved the updated policy (Policy 8703, adopted July 27, 2010) and the Program is supported by a Council appointed Public Art Advisory Committee. The Public Art Program also supports the initiatives expressed in the Richmond Art Strategy 2012 - 2017, which was presented to and supported by Council in September 2012. The above proposal assists in its annual implementation, which is necessary to its success. Private sector, private donations and community contributions are successfully sought and received.


The public art program contributes to the Council Term Goals for 2014 - 2018, for a vibrant, active and connected city through a commitment to strong urban design, investment in public art and place making.

## 2018 Recommended Public Art Program

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Public Art Program ..... 112

Program:	Public Art Program	Sub-program:	Public Art
Project Name:	Public Art Program	Submission ID:	686
Location:	Various Locations		
Cost:	\$347,572	OBI:	\$6,250
Funding Sources:	Public Art Program: \$347,572		
Scope:	<p>The scope of work consists of a variety of public art projects. The following are proposed projects (with estimated costs) which may change during the project's duration based on the Public Art Program's consideration of public art opportunities and priorities and private development funding.</p> <p>For Community Public Art Projects, with funds from previously received contributions by private developers deposited to the Public Art Reserve, \$100,000 total, as follows:</p> <ul style="list-style-type: none"><li>- Community public art projects: \$30,000</li><li>- Community education and promotion of the public art program: \$15,000</li><li>- Collaboration on educational opportunities with other City cultural facilities and programs, such as the Richmond Art Gallery, Media Lab, Cultural Centre and Richmond Museum: \$15,000</li><li>- Pursuing community public art partnerships as they arrive: \$40,000</li></ul> <p>For the Private Development Program, from Developer Contributions received and deposited to the Public Art Reserve for implementation of projects integrated with new development, on either private lands or City-controlled land, with the expectation that the majority will be on City-controlled sites (parks, streets, greenways) with a majority located in the City Centre. Cost determined based on contributions received in 2016 - 2017, net of transfers to the Public Art Provision Reserve for program administration, \$247,572 total, as follows:</p> <ul style="list-style-type: none"><li>- Polygon Trafalgar Square-9491 Alexandra Road: \$192,088</li><li>- Oval 8 Holdings - 6622 Pearson Way: \$13,175</li><li>- Platform Properties - 3471 Moncton Rd (for Nikkei Memorial and other Steveston projects): \$42,309</li></ul>		



# Land Program 2018


The land acquisition program relates to the acquisition and disposition of real property for the City, as approved by Council.

## 2018 Recommended Land – Land Acquisition Program

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Strategic Land Acquisition..... 114



<b>Program:</b>	Land Program	<b>Sub-program:</b>	Land
<b>Project Name:</b>	Strategic Land Acquisition	<b>Submission ID:</b>	5153
<b>Location:</b>	Various		
<b>Cost:</b>	\$10,000,000	<b>OBI:</b>	\$ -
<b>Funding Sources:</b>	Capital Industrial: \$10,000,000		
<b>Scope:</b>	Funds for land acquisition to meet the Council Approved Strategic Real Estate Investment Plan, other than DCC and other special reserve funded projects, are set aside in the Capital Reserve under the Industrial Use Fund. This capital budget submission is to use land acquisition monies from this fund as well as additional general funds approved by Council.		
<p>\$10 million to be invested in investment class real estate.</p>			
			

# Affordable Housing Program 2018

Affordable Housing is responsible for coordinating the implementation of the Richmond Affordable Housing Strategy – a Strategy that was adopted in 2007 which contains recommendations, policies, directions, priorities, definitions and annual targets for affordable housing in the city. The City is working with other levels of government, the non-profit sector, the private sector, local groups and the community in pursuit of the Strategy's goals.


## 2018 Recommended Affordable Housing Program

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Affordable Housing 2018 Operating Initiatives..... 116

Affordable Housing Projects - City Wide ..... 117

<b>Program:</b>	<b>Affordable Housing</b>	<b>Sub-program:</b>	<b>Affordable Housing</b>
<b>Project Name:</b>	<b>Affordable Housing 2018 Operating Initiatives</b>	<b>Submission ID:</b>	<b>6170</b>
<b>Location:</b>	City Wide		
<b>Cost:</b>	\$220,000	<b>OBI:</b>	\$ -
<b>Funding Sources:</b>	Affordable Housing: \$220,000		
<b>Scope:</b>	<p>1. Affordable Housing Legal - The scope of work will include the review of operating agreements, housing agreements, and any other legal services required as the administration of these developments occur.</p> <p>2. Printing, Publication, Media and Advertising - Ongoing printing and publication services through the course of the year, including meeting traditional and social media needs as they arise.</p> <p>3. Affordable Housing Economic Analysis (consulting) - Procure the services of a consultant to complete economic analysis of complex development applications as required.</p> <p>4. Rental Housing Inventory Maintenance - Maintain and update the rental housing inventory as required (creation of the inventory was approved by Council in October 2016). A report with the pilot project outcomes will be presented to Council in 2018, confirming the amount needed to maintain and update the inventory.</p> <p>5. Homelessness Liaison and support - Continue the Homelessness Liaison contract (approved by Council in October 2016) and supporting homelessness initiatives in the community (e.g. homelessness data tracking, community tables, information sharing with Metro Vancouver), supporting the Richmond Homelessness Coalition. A report with the pilot project outcomes will be presented to Council, confirming the amount needed to support homelessness initiatives.</p> <p>6. Affordable Housing Strategy Implementation (Immediate/Short-term actions) - support/research/consulting to implement immediate and short-term actions and policies identified in the Affordable Housing Strategy Final Policy Recommendations (approved by Council on July 24, 2017). Examples include initiatives to support implementation of new low-end market rental policies and monitoring/enforcement, and research/further study of family-friendly housing.</p>		



Richmond  
**Affordable Housing**  
**Strategy Update**

<b>Program:</b>	Affordable Housing		<b>Sub-program:</b>	Affordable Housing
<b>Project Name:</b>	Affordable Housing Projects - City Wide		<b>Submission ID:</b>	6169
<b>Location:</b>	Various			
<b>Cost:</b>	\$400,000		<b>OBI:</b>	\$ -
<b>Funding Sources:</b>	Affordable Housing: \$400,000			
<b>Scope:</b>	The City's Affordable Housing Strategy and Social Development Strategy have outlined the requirement for strategic land acquisition, capital investment, and partnering opportunities to support the acquisition and capital development of affordable housing projects. This can include the coverage of DCC's and other municipal fees for affordable housing projects.			
				

# Equipment Program 2018

The equipment program includes machinery and vehicles for Public Works, Fire Rescue Services, City Hall computer hardware, software, and other miscellaneous equipment.

## 2018 Recommended Equipment – Vehicle Program

Vehicle and Equipment Reserve Purchases (PW and Corporate Fleet) ..... 119




Program:	Equipment Program	Sub-program:	Vehicle
Project Name:	Vehicle and Equipment Reserve Purchases (PW and Corporate Fleet)	Submission ID:	5734
Location:	Works Yard and Various City Departments		
Cost:	\$3,422,777	OBI:	\$52,225
Funding Sources:	Equipment Replacement: \$2,847,777 Sewer Levy: \$175,000 Water Levy: \$400,000		
Scope:	Involves meeting with user groups to establish needs and develop specifications for vehicle/equipment replacements. Bid documentation is then issued to the marketplace, with purchases combined where possible to achieve best value. Submissions are evaluated with user input, and awards are made accordingly. Scope also includes vehicle outfitting as required to coincide with individual user department needs. The work commences upon receiving Council approval, with timing dependent on delivery timeframes/availability of product from successful vendors.		

Due to inflationary increases associated with vehicle purchases, maintenance costs on new units are increasing (i.e. higher parts costs). This investment in maintenance saves on annual replacement cost requirements by maximizing vehicle life cycles. The investment in maintenance is recovered through vehicle rates charged to users.

This project involves replacement of the following:

2 vans, 7 cars, 10 standard pickups, 3 heavy duty trucks with flatdeck/dumpbox, 3 heavy duty vans, 2 backhoes, 1 tandem truck, 1 chipper truck, 1 vactor truck, 4 trailers.




2018 Recommended Equipment – Fire Vehicle Program


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Fire Vehicle Replacement Reserve Purchases ..... 121

Richmond Fire Emergency Equipment Replacement..... 122

Program:	Equipment Program	Sub-program:	Fire vehicle
Project Name:	Fire Vehicle Replacement Reserve Purchases	Submission ID:	5229
Location:	Fire Halls		
Cost:	\$1,112,116	OBI:	\$ -
Funding Sources:	Fire Equipment: \$1,112,116		
Scope:	<p>Front line Fire apparatus replacement follows a life cycle replacement schedule based on the industry standards. In addition a condition inspection is conducted annually to evaluate the mechanical status of the vehicles to determine replacement need.</p> <p>To ensure we are able to provide fire services to the community:</p> <ul style="list-style-type: none"><li>- Richmond Fire Rescue (RFR) maintains a fleet of 15 Fire suppression trucks as well as support vehicles.</li><li>- RFR has a designated "Vehicle &amp; Equipment Reserve". The replacement plan for all apparatus is funded through the reserve.</li></ul> <p>In 2011 a report was approved by Council on the status of the Fire Vehicle Replacement Reserve and put forward a replacement schedule for all fire vehicles and some equipment. The replacements requested are aligned with this life cycle replacement plan.</p> <p>This replacement apparatus is contemplated in the scheduled plan of the equipment reserve. To ensure that RFR has a robust modern fleet of fire apparatus to deliver Fire and Rescue services to the community. RFR has developed a replacement plan that maintains financial stability and sustainability of the "Vehicle and Equipment Reserve".</p> <p>RFR strives to maintain a maximum replacement cycle of 20 years with all suppression apparatus.</p>		



<b>Program:</b>	<b>Equipment Program</b>	<b>Sub-program:</b>	<b>Equipment</b>
<b>Project Name:</b>	<b>Richmond Fire Emergency Equipment Replacement</b>	<b>Submission ID:</b>	<b>6270</b>
<b>Location:</b>	Fire Hall		
<b>Cost:</b>	\$126,530	<b>OBI:</b>	\$10,000
<b>Funding Sources:</b>	Fire Equipment:	\$126,000	
<b>Scope:</b>	Front line fire equipment replacement follows a life cycle replacement schedule based on the industry standards. In addition a condition inspection is conducted annually to evaluate the mechanical status of the equipment to determine replacement need. To ensure we are able to provide fire services to the community Richmond Fire Rescue (RFR) maintains a breathing air system and an inventory of hose.		
			

2018 Recommended Information Technology Program

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Annual Hardware Refresh..... 125


ePlans for Residential and Commercial Building ..... 126


Network Infrastructure Core Refresh ..... 127


Property Management System (Amanda) Upgrade..... 128

Telephone System Equipment Replacement..... 129





<b>Program:</b>	<b>Equipment Program</b>	<b>Sub-program:</b>	<b>Information Technology</b>
<b>Project Name:</b>	<b>2018 Digital Strategy Implementation</b>	<b>Submission ID:</b>	<b>6214</b>
<b>Location:</b>	City Wide		
<b>Cost:</b>	\$1,023,877	<b>OBI:</b>	\$63,474
<b>Funding Sources:</b>	Rate Stabilization: \$519,771 Software: \$504,106		
<b>Scope:</b>	<p>The 2018 implementation of the Digital Strategy approved by Council to support Council Term Goal of "Continue to develop and provide programs and services that ensure the Richmond community is well-informed and engaged on City business and decision making". This implementation will build upon the current Digital Strategy foundation and bring on board.</p> <ol style="list-style-type: none"> <li>1) Enhancements to the existing inspections mobile application</li> <li>2) New mobile service request functionality in the RichmondBC mobile application integrated to Infor Public Sector</li> <li>3) New work crew based mobile application for Public Works (Service Request and Work Order Management)</li> <li>4) 2018 Richmond Elections Mobile Application</li> <li>5) Integration of ePlans to Customer Profile</li> <li>6) Establishment of Corporate Data Business Intelligence and Reporting software</li> </ol> <p>The detail scope of work will be defined during project planning process. This process will analyze the current business processes and propose recommendations to improve the workflows and customer interactions with new software, processes and functionalities. Specifically, the project planning process will include:</p> <ul style="list-style-type: none"> <li>- Review existing system architecture &amp; configuration and provide options for enhancement</li> <li>- Review existing customer transactions/interactions and provide options for enhancement</li> <li>- Review existing reporting and provide options for enhancement</li> <li>- Perform software &amp; integration assessment and assist in defining the scope for the new solution.</li> </ul> <p>There is a phase 2 to the Business Intelligence portion of the project in 2019 submitted under title "2019 Digital Strategy Implementation".</p>		
			

<b>Program:</b>	<b>Equipment Program</b>	<b>Sub-program:</b>	<b>Information Technology</b>
<b>Project Name:</b>	<b>Annual Hardware Refresh</b>	<b>Submission ID:</b>	<b>5143</b>
<b>Location:</b>	City Hall		
<b>Cost:</b>	\$426,750	<b>OBI:</b>	\$ -
<b>Funding Sources:</b>	Hardware Upgrade: \$426,750		
<b>Scope:</b>	This project scope is to perform the scheduled replacement of end of-lifecycle City computer hardware, which includes computer desktops, laptops, backup printers, monitors, cellular phones and iPads.		
			


Program:	Equipment Program		Sub-program:	Information Technology
Project Name:	ePlans for Residential and Commercial Building		Submission ID:	6235
Location:	City Hall			
Cost:	\$141,000	OBI:	\$12,000	
Funding Sources:	Other: \$141,000			
Scope:	The scope of work will include the ability for customers (such as contractors, builders, architects, developers) to submit plans and drawings electronically for building, plumbing, gas, and other construction related permits.			
The detailed scope will be defined during the project planning process. This process will analyze the current environment and propose recommendations to incorporate into the enhancements. Specifically, the project planning process will include:				
<ul style="list-style-type: none"><li>- Review existing workflow configuration and provide options for enhancement</li><li>- Review existing online processes and provide options for enhancement</li><li>- Review existing reporting and provide options for enhancement</li><li>- Perform software &amp; integration assessment and assist in defining the tasks to deliver the new functionalities</li></ul>				
Upon project completion, staff and customers will have a better submission, review and processing experience as a result of integration and streamlining of current business functions, with automation of certain processes.				
				

<b>Program:</b>	Equipment Program	<b>Sub-program:</b>	Information Technology
<b>Project Name:</b>	Network Infrastructure Core Refresh	<b>Submission ID:</b>	6216
<b>Location:</b>	City Hall		
<b>Cost:</b>	\$361,711	<b>OBI:</b>	\$ -
<b>Funding Sources:</b>	Computer Equipment:	\$361,711	
<b>Scope:</b>	To procure through an RFP process new network core switch technology and implement a new design that provides fully redundant services to all locations on the City network, including City Hall and Works Yard. Existing edge switches located in floor wiring closets and at other facilities will be integrated to the new Network Core infrastructure.		



<b>Program:</b>	Equipment Program	<b>Sub-program:</b>	Information Technology
<b>Project Name:</b>	Property Management System (Amanda) Upgrade	<b>Submission ID:</b>	6219
<b>Location:</b>	City Hall		
<b>Cost:</b>	\$375,000	<b>OBI:</b>	\$25,000
<b>Funding Sources:</b>	Other:		\$375,000
<b>Scope:</b>	<p>The scope of work encompasses installing and upgrading the Amanda software from the current version 4.7 to 7.0, creating interfaces to intergrate and interact with other enterprise systems used in the City, and add more online and automated services for residents and businesses. Detailed scope will be further defined during upgrade project planning process, including analyzing the current environment and proposing recommendations to incorporate into the upgrade. Specifically, the planning process will include:</p> <ul style="list-style-type: none"><li>- Review existing workflow configuration and provide options for enhancement</li><li>- Review existing online processes and provide options for enhancement</li><li>- Review existing reporting and provide options for enhancement</li><li>- Perform Amanda 7 upgrade assessment and implement the upgrade</li></ul> <p>Upon completion the upgrade will provide a more streamlined and efficient utlization of e-Government applications and services.</p>		
			



<b>Program:</b>	Equipment Program	<b>Sub-program:</b>	Information Technology
<b>Project Name:</b>	Telephone System Equipment Replacement	<b>Submission ID:</b>	6230
<b>Location:</b>	City Hall		
<b>Cost:</b>	\$402,094	<b>OBI:</b>	\$ -
<b>Funding Sources:</b>	Computer Equipment: \$362,263 Hardware Upgrade: \$39,831		
<b>Scope:</b>	Replacement of existing user desk phones with Cisco Unified Communications equipment at City Hall, Works Yard and other City facilities:		
	<ul style="list-style-type: none"><li>- 1105 Cisco 8851 Handsets</li><li>- 70 Cisco 8811 Handsets</li></ul>		
			


2018 Recommended Equipment Program


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Closed Circuit Television for Signalized Intersections ..... 131

Electrical Power Capacity Design for Shore Power & Electrical Vehicle Charging ..... 132

South Arm Boiler Replacement and Domestic Water Repiping..... 133

Program:	Equipment Program	Sub-program:	Equipment
Project Name:	Closed Circuit Television for Signalized Intersections	Submission ID:	6283
Location:	City Wide		
Cost:	\$2,185,242	OBI:	\$ -
Funding Sources:	Other: \$2,185,242		
Scope:	Currently there are 175 signalized intersections in Richmond, among which 60 intersections are equipped with non-recording traffic detection cameras. The existing traffic cameras function primarily to detect vehicles, manage traffic flow and respond to real-time traffic incidents.		
<p>This request is in response to the referral made by Council at the October 23, 2017 Council meeting that Traffic Recording Capabilities at Intersections be submitted in the 2018 budget process for Council consideration.</p> <p>The RCMP Richmond Detachment and the City's Transportation Department have initiated discussions to upgrade all existing traffic cameras, to allow for live video feed recording and to have additional video recording cameras at all signalized intersections.</p> <p>The installation of CCTV cameras at all 175 traffic intersections would enhance public safety in the City of Richmond. Proper use of this surveillance technology could deter crime, reduce traffic accidents and provide an additional tool in crime and accident investigations.</p>			
			

Program:	Equipment Program	Sub-program:	Vehicle
Project Name:	Electrical Power Capacity Design for Shore Power & Electrical Vehicle Charging	Submission ID:	6222
Location:	City Hall, City Hall Annex, Works Yard, Sidaway		
Cost:	\$425,000	OBI:	\$ -
Funding Sources:	Carbon Tax: \$200,000 Gas Tax: \$225,000		
Scope:	Detailed design of four City facilities (noted below) to provide electric power to serve the City's planned electrical vehicle expansion, shore power provision for City service vehicles to reduce idling requirements/fuel consumption, and other planned upgrades.		
City facilities include:			
a. City Hall (6911 No.3 Road)			
b. City Hall Annex (6900 Minoru Boulevard)			
c. Works Yard (5599 Lynas Lane)			
d. Sidaway Works Yard (6711 Sidaway Road)			
Following electrical renovation design as part of this capital project submission, a future capital submission will be made to fund capital upgrades, as deemed appropriate/required.			
			

Program:	Equipment Program	Sub-program:	Equipment
Project Name:	South Arm Boiler Replacement and Domestic Water Repiping	Submission ID:	6203
Location:	8880 Williams Road		
Cost:	\$540,000	OBI:	\$1,500
Funding Sources:	Capital Revolving:	\$540,000	
Scope:	The scope of this project is to replace the existing five boilers and one hot water storage tank and to repipe the domestic hot and cold water copper pipes at South Arm Community Centre. Multiple systems in this facility constructed in 1992 have reached the end of their life expectancy and will be replaced with modern energy efficient systems (where possible). These system renewals will also include miscellaneous items that will service to prolong the life of the building and ensure the health and safety of its users/inhabitants.		
			



# Child Care Program 2018


To address child care needs, the City plans the development of and partners with organizations to support a range of quality and affordable child care facilities.

## 2018 Recommended Child Care Program


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Child Care Projects - City Wide (Capital Grants) .....	136
Child Care Projects - City Wide (Projects) .....	137
Child Care Projects - City Wide Non-Capital Grants.....	138


Program:	Child Care Program	Sub-program:	Child Care
Project Name:	Child Care - Research, Studies and City Personnel/Consultant Expenses	Submission ID:	6147
Location:	City Hall		
Cost:	\$60,000	OBI:	\$ -
Funding Sources:	Child Care Development Reserve: \$60,000		
Scope:	<p>Child Care - Research, Studies, and City Personnel/Consultant Expenses: A source of funding is required to assist the implementation of specific actions adopted by Council in the 2017 - 2022 Richmond Child Care Needs Assessment and Strategy. These funds will be used to pay for costs related to but not limited to: staff expenses to support the child care work program; the purchase of 2016 Canada Census data, research, production of reports, to hire consultants to provide advice for updating the City's child care design guidelines and terms of reference used at rezoning to detail the City expectations for turnkey child care and ECD Hub amenities. The Child Care Operating Reserve is an appropriate source of funding for such expenses. It was established to support grants, conduct research, and fund expenses such as: "Remuneration and costs, including without limitation expenses and travel costs, for consultants and City personnel to support the development and quality of child care within the City."</p>		




<b>Program:</b>	Child Care Program	<b>Sub-program:</b>	Child Care
<b>Project Name:</b>	Child Care Projects - City Wide (Capital Grants)	<b>Submission ID:</b>	5267
<b>Location:</b>	Various		
<b>Cost:</b>	\$50,000	<b>OBI:</b>	\$ -
<b>Funding Sources:</b>	Child Care Development Reserve: \$50,000		
<b>Scope:</b>	To ensure sufficient funding is available to administer the City's Child Care Capital Grants Program.		



Program:	Child Care Program	Sub-program:	Child Care
Project Name:	Child Care Projects - City Wide (Projects)	Submission ID:	6148
Location:	Various		
Cost:	\$100,000	OBI:	\$ -
Funding Sources:	Child Care Development Reserve: \$100,000		
Scope:	<p>The City is committed to facilitating the establishment of quality child care facilities in Richmond (e.g. by purchasing land, coordinating construction, partnering with developers, advocating to senior governments).</p> <p>The purpose of this request is to transfer funds from the City Wide Child Care Reserve to Projects, thereby enabling the City to respond when opportunities arise for future child care facility development (e.g. contributing to land acquisition costs, construction costs, or related expenses).</p> <p>The funds may also be used as a source of contingency funding to pay for additional capital expenses related to City wide child care facility development projects being provided to the City as community amenities and require funding for legal fees to complete the purchase, conveyance, advertising costs re: nominal leases, purchase of specialized equipment required by the City and/or retrofits.</p>		



<b>Program:</b>	Child Care Program	<b>Sub-program:</b>	Child Care
<b>Project Name:</b>	Child Care Projects - City Wide Non-Capital Grants	<b>Submission ID:</b>	6137
<b>Location:</b>	Various		
<b>Cost:</b>	\$10,000	<b>OBI:</b>	\$ -
<b>Funding Sources:</b>	Child Care Development Reserve: \$10,000		
<b>Scope:</b>	To ensure there is sufficient funding to support the 2018 Child Care Professional and Program Development Grants (non-capital). Grants are advertised in the September 2017 and then with Council approval awarded in February 2018.		





# Contingent External Contributions 2018

Contingent external contributions is an estimate of external grants that may be received throughout the year for a variety of approved capital projects.

## 2018 Recommended Contingent External Contributions

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<b>Program:</b>	<b>Internal Transfers/Debt Payment</b>	<b>Sub-program:</b>	<b>Internal Transfers/Debt Payment</b>
<b>Project Name:</b>	<b>Contingent External Contribution</b>	<b>Submission ID:</b>	<b>5810</b>
<b>Location:</b>	City Wide		
<b>Cost:</b>	\$10,000,000	<b>OBI:</b>	\$ -
<b>Funding Sources:</b>	Grant: \$10,000,000		
<b>Scope:</b>	5 YEAR CONSOLIDATED FINANCIAL PLAN (2016 - 2020) BYLAW NO. 9521		
	<p>The Financial Plan includes an estimate for external grants that may be received throughout the year for various projects. Spending will only incur if the funds are confirmed. Including an estimate in the Financial Plan will allow staff to request scope changes to existing projects without having to wait until the Bylaw Amendment, which is typically adopted in the fall.</p>		

# Internal Transfers/Debt Payment Program 2018

The internal transfers/debt program relates to the use of capital funding for repayment of capital funds borrowed from other internal sources of funding.

## 2018 Recommended Internal Transfers/Debt Payment Program

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7080 River Road Repayment.....	142
Lansdowne Rd Extension .....	143
Nelson Road Interchange Repayment.....	144
River Road/North Loop Repayment.....	145

<b>Program:</b>	<b>Internal Transfers/Debt Payment</b>	<b>Sub-program:</b>	<b>Internal Transfers/Debt Payment</b>
<b>Project Name:</b>	<b>7080 River Road Repayment</b>	<b>Submission ID:</b>	<b>6015</b>
<b>Location:</b>	7080 River Road		
<b>Cost:</b>	\$2,341,384	<b>OBI:</b>	\$ -
<b>Funding Sources:</b>	Parks Acquisition DCC: \$2,202,072 Parks Acquisition City Assist: \$139,312		
<b>Scope:</b>	The purpose of this submission is to repay the Capital Reserve - Industrial Use Fund for previous Parkland Acquisitions from Parkland Acquisition Developer Cost Charges (DCC's).		

<b>Program:</b>	Internal Transfers/Debt Payment	<b>Sub-program:</b>	Internal Transfers/Debt Payment
<b>Project Name:</b>	Lansdowne Rd Extension	<b>Submission ID:</b>	3783
<b>Location:</b>	Finance		
<b>Cost:</b>	\$77,263	<b>OBI:</b>	\$ -
<b>Funding Sources:</b>	Roads DCC: \$77,263		
<b>Scope:</b>	A total of \$626,666 is to be repaid from Roads DCC to the Watermain Replacement Reserve over 10 years.		



<b>Program:</b>	Internal Transfers/Debt Payment	<b>Sub-program:</b>	Internal Transfers/Debt Payment
<b>Project Name:</b>	Nelson Road Interchange Repayment	<b>Submission ID:</b>	5300
<b>Location:</b>	Finance		
<b>Cost:</b>	\$385,098	<b>OBI:</b>	\$ -
<b>Funding Sources:</b>	Roads DCC: \$385,098		
<b>Scope:</b>	A total of \$2.54M is to be repaid from Roads DCC to Surplus over 8 years.		

<b>Program:</b>	Internal Transfers/Debt Payment	<b>Sub-program:</b>	Internal Transfers/Debt Payment
<b>Project Name:</b>	River Road/North Loop Repayment	<b>Submission ID:</b>	5295
<b>Location:</b>	Finance		
<b>Cost:</b>	\$1,685,056	<b>OBI:</b>	\$ -
<b>Funding Sources:</b>	Roads DCC: \$1,685,056		
<b>Scope:</b>	A total of \$18.2M is to be repaid from Roads DCCs to Surplus over 18 years.		

# Infrastructure Program 2018 – Not Recommended


Due to funding constraints and higher priority projects, the following infrastructure projects are not recommended for funding.


## 2018 Not Recommended Infrastructure - Road Program

### Table of Contents

Asphalt Re-Paving Program - Non-MRN Backlog Management .....	147
Monds Neighbourhood Walkway and Roadway Improvements .....	148

NOT RECOMMENDED

Program:	Infrastructure Program		Sub-program:	Roads
Project Name:	Asphalt Re-Paving Program - Non-MRN Backlog Management		Submission ID:	6091
Location:	Various			
Cost:	\$1,000,000		OBI:	\$ -
Funding Sources:	Capital Revolving: \$1,000,000			
Scope:	<p>Roadways are consistently worn down and require repair to be maintained at a serviceable level. Allowing roadways to deteriorate beyond a controlled standard will result in significant escalation of costs as surface repairs will no longer be sufficient. This program will focus on repairing roadways to reduce the need for complete roadway replacement and minimize long-term repair costs.</p> <p>This program will be for non-MRN routes throughout Richmond and is in addition to the current Annual Asphalt Re-paving Program - non-MRN. It is envisaged that such an additional program will be required from time to time to supplement the annual program and control backlogs in paving needs. Works include curb and gutter repairs, road base repair, asphalt parking re-paving, manhole and valve box adjustments, line painting, and staff inspection time.</p>			
				

Program:	Infrastructure Program		Sub-program:	Roads
Project Name:	Monds Neighbourhood Walkway and Roadway Improvements		Submission ID:	6241
Location:	Monds			
Cost:	\$1,000,000		OBI:	\$59,600
Funding Sources:	Capital Revolving: \$1,000,000			
Scope:	<p>This project is for new walkways and roadway improvements in the Monds neighbourhood at the request of the public. Currently, the neighbourhood is lacking designated walkways and pedestrians feel vulnerable. Supporting the OCP goals to encourage the use of sustainable modes of transportation; new walkway infrastructure in the neighbourhood will improve both pedestrian and vehicle level of service when accessing Alfred B Dixon Elementary school. Other work included in this project would be road widening and drainage upgrades which may be performed together with the walkway improvements.</p>			
				



# Building Program 2018


Due to funding constraints and higher priority projects, the following building projects are not recommended for funding.

## 2018 Not Recommended Building - Building Program

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City Hall GHG Emissions Reduction through Heat Recovery.....	151
Library and Cultural Centre Deep Energy Retrofits .....	152

NOT RECOMMENDED

Program:	Building Program	Sub-program:	Building
Project Name:	Britannia Japanese Duplex & First Nations Bunkhouse	Submission ID:	5994
Location:	Britannia Heritage Shipyard		
Cost:	\$3,815,000	OBI:	\$413,100
Funding Sources:	Capital Revolving: \$3,815,000		
Scope:	<p>Japanese Duplex: repair and renovate the building to accommodate a Visitor's Centre with exhibition space, retail and support spaces. Capital request includes fire safety systems, exterior and interior finishes as well as the design, installation and interpretation of exhibits. Some substructure work required on the foundation. Some stabilization work was completed in 2004.</p> <p>First Nations Bunkhouse: repair and renovate the building to include program and exhibition space, including detailed working drawings and implementation of TI's for exhibit, programming, events and learning, support spaces.</p> <p>Allowance for open space planning and landscaping of arrival plaza at west entry to site.</p> <p>Please note: estimates are not based on final program and design, Class D estimate only.</p>		
			

Program:	Building Program	Sub-program:	Building
Project Name:	City Hall GHG Emissions Reduction through Heat Recovery	Submission ID:	6232
Location:	City Hall		
Cost:	\$150,000	OBI:	(\$4,000)
Funding Sources:	Capital Revolving: \$90,000 Enterprise: \$50,000 Carbon Tax: \$10,000		
Scope:	This capital project builds on the planned 2017 improvements at City Hall by installing a heat recovery loop and connecting the new IT server room AC unit and to the new City Hall tower boilers. This heat recovery connection will displace natural gas used at City Hall.		

Council set a target to reduce building related GHG emissions by 65% by 2020 from 2007 levels. In 2017 Council approved the replacement and upgrade of the City Hall tower and low-rise boilers and the IT server room air-conditioning unit. These 2017 approved upgrades will reduce GHG emissions by approximately 5% or 0.3% of the corporate GHG emissions 2020 target. Given additional investment and additions to the scope of the original projects, further efficiency and emissions reduction of between 15 - 20% (equal to an additional 1.0% of the overall corporate 2020 target) can be achieved at City Hall.

Expected energy cost savings for this project is approximately \$4,000 annually.








IT Server Room AC Unit

New heat recovery loop,  
energy waste reduction

High efficient condensing boiler

Program:	Building Program		Sub-program:	Building
Project Name:	Library and Cultural Centre Deep Energy Retrofits		Submission ID:	6122
Location:	Library Cultural Center			
Cost:	\$860,000		OBI:	(\$19,000)
Funding Sources:	Capital Revolving: \$585,000 Enterprise: \$200,000 Carbon Tax: \$45,000 Grant: \$30,000			
Scope:	<p>The capital project tasks listed below build on the planned 2017 improvements at LCC by adding items to renew and re-configure the facility's heating and cooling system. These additional measures will further reduce GHG emissions, help the City meet its GHG emissions reduction target, complete further infrastructure renewal at the facility, and allow for the future integration of a renewable energy if warranted;</p> <ul style="list-style-type: none"><li>- Replace all three mid-efficiency boilers with high efficient condensing boilers;</li><li>- Install a heat recovery chiller;</li><li>- Replace the domestic hot water boiler with a heat pump;</li></ul> <p>Council set a target to reduce building related GHG emissions by 65% by 2020 from 2007 levels. In 2017 Council approved equipment replacements at the Library Cultural Centre (LCC) of the main chiller and one of three boilers. These 2017 approved upgrades will reduce GHG emissions by approximately 10-15% or 1% of the corporate GHG emissions 2020 target. Given additional investment and additions to the scope of the original projects, further infrastructure renewal of near or at end of life equipment can be completed, which will provide overall greater efficiency and emissions reductions at LCC.</p> <p>This proposed additional scope will help to further reduce GHG emissions at the facility to 45-60%, equal to 4.0% of the overall corporate 2020 target (~150 tCo2e). Expected energy cost savings for this project is approximately \$19,000 annually. These planned deep retrofits to the facility would allow for a future connection to a renewable energy system to displace significantly more natural gas, e.g. a geo-exchange system. If the future integration of a renewable energy system is implemented, GHG emissions at LCC could be reduced by 85% as compared to 2007 levels, equal to 6.0% of the overall corporate 2020 target (230 tCo2e).</p>			
<div></div>				

# Equipment Program 2018 – Not Recommended

Due to funding constraints and higher priority projects, the following equipment projects are not recommended for funding.


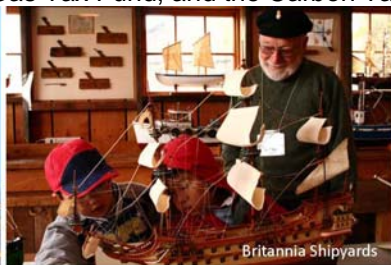


## 2018 Not Recommended Equipment – Equipments Program

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Watermania Competition & Entertainment Enhancement .....	156

NOT RECOMMENDED



Program:	Equipment Program	Sub-program:	Equipment
Project Name:	Energy Management Projects - Gas Equipment Replacement and Upgrade Phase 1	Submission ID:	6276
Location:	Various Locations		
Cost:	\$395,000	OBI:	\$ -
Funding Sources:	Enterprise: \$200,000 Carbon Tax: \$50,000 Gas Tax: \$95,000 Other: \$50,000		
Scope:	<p>Reduce GHG emissions and energy used at City infrastructure through the equipment renewal/energy conservation measures, at three facilities:</p> <p>1) Works Yard - \$310,000</p> <p>- Replace and upgrade aging equipment, and improve gas equipment controls</p> <p>2) East Richmond Community Hall - \$50,000</p> <p>- Replace and upgrade aging equipment</p> <p>3) Britannia Heritage Complex - \$2,000</p> <p>- Replace and upgrade heating controls</p> <p>4) Overall project contingency amount - \$33,000</p> <p>Council set a target to reduce building related GHG emissions by 65% by 2020 from 2007 levels. These planned measures are anticipated to reduce GHG emissions by approximately 170 tCO<sub>2</sub>e annually - equal to 4.0% of the corporate 2020 target, and are estimated to save \$15,000 annually in energy cost avoidance savings.</p> <p>This project mostly consists of replacing and upgrading heating equipment at the select facilities that is near its end of life. As compared to the costs of replacing this equipment with similar efficiency gas using models (\$280,000), the estimated incremental costs to replace this equipment with higher efficient and less natural gas using equipment is \$115,000, which provides a payback of approximately 7.5 years.</p> <p>The value of these emissions reductions to the City is at a minimum \$5,000 annually, using a cost of \$30/tonne of GHG emissions. This value is expected to rise over the coming years, through increases to the Provincial carbon tax.</p> <p>The project is requesting \$200,000 of funding from the Enterprise Fund with the remaining funding requested from, the Gas Tax Fund, and the Carbon Tax Fund.</p>		
<div><div><p>City Hall</p></div><div><p>Britannia Shipyards</p></div><div><p>CARBON NEUTRAL</p><p>BC CLIMATE ACTION COMMUNITY 2016</p></div><div><p>Public Works Yard</p></div></div>			


Program:	Equipment Program	Sub-program:	Equipment
Project Name:	Public Safety Mobile Command Vehicle	Submission ID:	6211

Location:	Various Locations		
Cost:	\$992,000	OBI:	\$ -
Funding Sources:	Capital Revolving: \$992,000		
Scope:	Public Safety Mobile Command Vehicle is required to replace the vehicle that is currently fulfilling this role for the City of Richmond.		


The current vehicle is a 1997 retrofitted camper van, now 20 years old, which is beyond the end of its current life cycle and rapidly deteriorating.

Replacing it with a new vehicle will permit a unified command at a scene or event. A new vehicle will provide reliability over a longer term, lower emission standards and more efficient community safety service.

The van has been used as a 'pop up' detachment, and at major events but is no longer functional as an integrated command vehicle.



Program:	Equipment Program	Sub-program:	Equipment
Project Name:	Watermania Competition & Entertainment Enhancement	Submission ID:	6226
Location:	Watermania		
Cost:	\$748,000	OBI:	\$ -
Funding Sources:	Gas Tax: \$748,000		
Scope:	<p>Opened in 1997, Watermania currently serves nearly 500,000 visitors annually at its location in the Riverport Entertainment Complex. In order to continue to serve Richmond residents and visitors, there is a need to invest in Watermania by enhancing and modernizing the equipment to make it more attractive for swimming competitions, as well as leisure swimming for families and youth. The current lease expires in 2027. New enhancements will continue to attract residents and visitors from across the Lower Mainland to this premier destination facility. Enhancements will include replacement of the score clock, starting blocks, and bleachers to better serve and increase the number of competitive events at Watermania. It will also include enhancements to the waterslides and five metre board in order to improve the overall customer experience which is immensely valued by the City of Richmond.</p>		



**CITY OF RICHMOND**  
**5 YEAR CAPITAL PLAN SUMMARY (2018 - 2022)**  
(in \$000s)

	2018	2019	2020	2021	2022
<b>Infrastructure Program</b>					
Roads	27,002	15,504	17,861	12,289	12,759
Drainage	13,996	16,351	12,835	12,510	13,434
Water	14,327	10,793	9,520	10,139	12,309
Sanitary Sewer	12,190	7,200	5,670	7,350	4,570
Minor Capital	4,130	4,480	4,480	5,791	4,480
<b>Total Infrastructure Program</b>	<b>\$71,645</b>	<b>\$54,328</b>	<b>\$50,366</b>	<b>\$48,079</b>	<b>\$47,552</b>
<b>Building Program</b>					
Building	29,245	15,547	19,065	2,199	21,231
Heritage	11,500	-	-	-	-
<b>Total Building Program</b>	<b>\$40,745</b>	<b>\$15,547</b>	<b>\$19,065</b>	<b>\$2,199</b>	<b>\$21,231</b>
<b>Parks Program</b>					
Parkland	4,000	4,000	4,000	3,400	1,100
Parks	7,455	27,320	3,650	3,400	3,400
<b>Total Parks Program</b>	<b>\$11,455</b>	<b>\$31,320</b>	<b>\$7,650</b>	<b>\$6,800</b>	<b>\$4,500</b>
<b>Public Art Program</b>	<b>\$348</b>	<b>\$742</b>	<b>\$600</b>	<b>\$100</b>	<b>\$100</b>
<b>Land Program</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$5,000</b>
<b>Affordable Housing</b>	<b>\$620</b>	<b>\$625</b>	<b>\$625</b>	<b>\$625</b>	<b>\$625</b>
<b>Equipment Program</b>					
Annual Fleet Replacement	3,423	1,498	1,415	1,735	2,547
Fire Dept. Vehicles and Equipment	1,239	2,431	182	1,466	1,183
Information Technology	2,730	2,125	365	455	460
Equipment	3,150	550	550	550	550
<b>Total Equipment Program</b>	<b>\$10,542</b>	<b>\$6,604</b>	<b>\$2,512</b>	<b>\$4,206</b>	<b>\$4,740</b>
<b>Child Care Program</b>	<b>\$220</b>	<b>\$60</b>	<b>\$60</b>	<b>\$60</b>	<b>\$60</b>
<b>Internal Transfers/Debt Payment</b>	<b>\$4,489</b>	<b>\$4,489</b>	<b>\$4,061</b>	<b>\$4,061</b>	<b>\$3,676</b>
<b>Contingent External Contributions</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>
<b>Total Capital Program</b>	<b>\$160,064</b>	<b>\$133,715</b>	<b>\$104,939</b>	<b>\$86,130</b>	<b>\$97,484</b>

**CITY OF RICHMOND**  
**5 YEAR CAPITAL PLAN BY FUNDING SOURCES (2018 - 2022)**  
(in \$000s)

	2018	2019	2020	2021	2022
<b>DCC Reserves</b>					
Drainage DCC	-	1,154	97	97	-
Park Development DCC	4,167	4,421	2,586	2,257	2,210
Park Land Acquisition DCC	5,964	5,964	5,964	5,400	3,237
Roads DCC	19,274	6,305	5,739	5,505	5,123
Sanitary DCC	588	1,223	103	1,436	150
Water DCC	1,645	708	498	900	1,710
<b>Total DCC</b>	<b>\$31,638</b>	<b>\$19,775</b>	<b>\$14,987</b>	<b>\$15,595</b>	<b>\$12,430</b>
<b>Statutory Reserves</b>					
Affordable Housing	620	625	625	625	625
Arts Culture Heritage	3,645	-	-	-	-
Capital Building and Infrastructure	28,351	1,000	-	1,311	-
Capital Reserve	19,924	52,162	39,262	17,061	31,470
Child Care	220	60	60	60	60
Drainage Improvement	16,753	16,213	14,538	14,213	15,234
Equipment Replacement	4,810	4,080	1,237	2,951	3,480
Neighbourhood Improvement	-	94	-	-	-
Public Art Program	348	464	100	100	100
Sanitary Sewer	10,530	6,697	6,367	6,634	5,140
Waterfront Improvement	-	1,000	-	-	-
Watermain Replacement	11,792	10,385	8,632	8,849	10,209
<b>Total Statutory Reserves</b>	<b>\$96,993</b>	<b>\$92,780</b>	<b>\$70,821</b>	<b>\$51,804</b>	<b>\$66,318</b>
<b>Rate Stabilization</b>					
Rate Stabilization	8,049	-	-	-	-
<b>Total Rate Stabilization</b>	<b>\$8,049</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other Sources</b>					
Enterprise Fund	100	550	550	550	550
Grant and Developer Contribution	11,275	11,825	11,125	11,125	11,125
Other Sources	8,878	6,835	5,556	5,186	5,191
Sewer Levy	643	-	-	-	-
Solid Waste and Recycling	300	300	300	300	300
Water Levy	2,188	1,650	1,600	1,570	1,570
<b>Total Other Sources</b>	<b>\$23,384</b>	<b>\$21,160</b>	<b>\$19,131</b>	<b>\$18,731</b>	<b>\$18,736</b>
<b>Total Capital Program</b>	<b>\$160,064</b>	<b>\$133,715</b>	<b>\$104,939</b>	<b>\$86,130</b>	<b>\$97,484</b>



**City of Richmond**  
**5 Year Capital Plan by Program**  
**(in \$000s)**

	2018	2019	2020	2021	2022
<b>Infrastructure Program</b>					
<b>Roads</b>					
Accessible Pedestrian Signal Program	250	250	250	-	-
Active Transportation Improvement Program	1,000	1,000	1,000	1,000	1,000
Alderbridge Way Multi-Use Pathway, No. 4 Road to Shell Road	1,200	-	-	-	-
Annual Asphalt Re-Paving Program - MRN	1,549	1,549	1,549	1,549	1,549
Annual Asphalt Re-Paving Program - Non-MRN	2,982	2,982	2,982	2,982	2,982
Arterial Roadway Improvement Program	350	350	350	350	350
Bridge Rehabilitation Program	290	570	275	286	643
Cambie Road Improvement, River Road to No. 3 Road	1,500	-	-	-	-
City Centre Cycling Network Plan	150	-	-	-	-
City-wide Cycling Network Plan	-	150	-	-	-
Citywide Street Light Replacement and Sidewalk Repair Program	1,080	1,025	975	950	1,060
LED Street Light Replacement Plan (Phase 3 of 4)	-	460	-	-	-
LED Street Light Replacement Plan (Phase 4 of 4)	-	-	460	-	-
LED Street Name Sign Program	200	200	200	200	200
Leslie Road Improvement, River Parkway to approximately 150m to the east	1,200	-	-	-	-
Local Road Asphalt Re-Paving	-	-	4,850	-	-
Neighbourhood Walkway Program	500	500	500	500	500
No. 4 Road Reconstruction from Blundell Road to Granville Ave	1,786	-	-	-	-
River Parkway Road Extension - Gilbert Road to Cambie Road	10,500	-	-	-	-
Special Crosswalk Program	350	350	350	350	350
Traffic Calming Program	100	100	100	100	100
Traffic Signal Pre-emption Program	100	100	100	100	100
Traffic Signal Program	800	800	800	800	800
Traffic Video and Communication Program	400	400	400	400	400
Transit-Related Amenity Improvement Program	100	100	100	100	100
Transit-Related Roadway Improvement Program	350	350	350	350	350
Transportation Planning, Functional and Preliminary Design	265	268	270	272	275
Undergrounding - City Centre	-	-	-	-	2,000
Undergrounding - Ferndale Rd	-	-	-	2,000	-
Undergrounding - Garden City Rd	-	-	2,000	-	-
Undergrounding - Hydro/Telus No. 3 Rd	-	2,000	-	-	-
Undergrounding - No.3 Rd Granville to Blundell	-	2,000	-	-	-
<b>Total Roads</b>	<b>\$27,002</b>	<b>\$15,504</b>	<b>\$17,861</b>	<b>\$12,289</b>	<b>\$12,759</b>
<b>Drainage</b>					
Aquatic Invasive Species Management	-	175	-	-	175
Box Culvert Repair	1,500	1,000	-	-	-

	2018	2019	2020	2021	2022
Burkeville Drainage Improvements	2,000	1,000	1,000	1,000	1,000
Canal Stabilization	-	1,630	-	-	-
Development Coordinated Works - Drainage	250	250	250	250	250
Dike Upgrades	5,850	3,300	3,300	3,300	3,300
Drainage Pump Station Generator Upgrade	130	130	130	130	-
Drainage Pump Station Rehabilitation	300	300	300	300	300
East Richmond Drainage & Irrigation Upgrades	466	480	300	1,379	2,055
Ewen Road Pump Station Upgrade	-	-	-	-	3,000
Headwall Replacement and Ditch Infills	500	-	-	-	-
Heather Street Water and Drainage Upgrades and Neighbourhood Improvements	-	1,364	-	-	-
Horseshoe Slough Dredging	1,818	-	-	-	-
King Road Area Drainage Upgrades	-	-	-	-	1,600
Laneway Drainage Upgrade - 10,000 Blk No. 4 Road	-	-	-	-	374
Laneway Drainage Upgrade - Afton Drive (North)	-	1,372	-	-	-
Laneway Drainage Upgrade - Aintree Crescent (East)	-	-	-	-	578
Laneway Drainage Upgrade - Ashwood Drive/Francis Road	-	-	-	-	803
Laneway Drainage Upgrade - Bates Road - East Lane	-	-	-	740	-
Laneway Drainage Upgrade - Bates Road - South Lane	-	-	-	597	-
Laneway Drainage Upgrade - Broadmoor Boulevard (North)	1,183	-	-	-	-
Laneway Drainage Upgrade - Greenlees East Lane	-	-	313	-	-
Laneway Drainage Upgrade - Herbert East Lane	-	-	542	-	-
Laneway Drainage Upgrade - Reeder Road	-	-	-	433	-
Laneway Drainage Upgrade - Second Ave (East)	-	-	-	182	-
McCallan Rd North Pump Station Upgrade	-	-	4,200	-	-
No. 6 Road South Pump Station Upgrade	-	-	-	4,200	-
Steveston Hwy & Gilbert Rd Pump Station Upgrade	-	2,000	-	-	-
Steveston Hwy & No. 3 Rd Pump Station Upgrade	-	-	2,000	-	-
Williams Road 3000 Block Drainage Pipe Upgrade	-	3,350	-	-	-
Williams Road 6000 Block Drainage Pipe Upgrade	-	-	500	-	-
<b>Total Drainage Water</b>	<b>\$13,996</b>	<b>\$16,351</b>	<b>\$12,835</b>	<b>\$12,510</b>	<b>\$13,434</b>
Development Coordinated Works - Water	250	250	250	250	250
Pressure Reducing Valve Upgrades	-	-	-	-	1,000
Water Metering Program	6,506	4,379	2,720	1,920	1,920
Watermain Replacement Program	6,276	5,664	6,050	7,469	8,639
Watermain Replacement River Parkway	1,045	-	-	-	-
Watermain Tie-in and Restoration	250	500	500	500	500
<b>Total Water Sanitary Sewer</b>	<b>\$14,327</b>	<b>\$10,793</b>	<b>\$9,520</b>	<b>\$10,139</b>	<b>\$12,309</b>
Aquila Road Sanitary Sewer Replacement	-	-	-	-	160
Bennett West Pump Station Replacement	-	-	1,700	-	-
Development Coordinated Works - Sanitary	-	250	250	250	250

	2018	2019	2020	2021	2022
Eckersley B Sanitary Pump Station	2,650	-	-	-	-
FRP Gravity Sewer Replacement	-	-	-	-	1,800
Gravity Sanitary Sewer Upgrade on River Rd / Beckwith Rd / Charles St	-	-	-	2,500	-
Gravity Sewer Assessment Program	450	250	250	250	250
Gravity Sewer Replacement - South of Richmond Street between No. 1 Road and 2nd Avenue	825	-	-	-	-
Leslie Road Forcemain Replacement	-	-	-	-	560
Leslie Sanitary Pump Station	-	1,550	-	-	-
Manhole and Inspection Chamber Replacement Program	250	250	250	250	250
Pilot Sewer Grease and Heat Recovery Facility	3,500	-	-	-	-
Pump Station Resiliency - Pilot Project	390	-	-	-	-
Sanitary Facility Land Acquisition for Grease Management	-	2,500	-	-	-
Sanitary Forcemain Valve Installations	100	100	100	100	100
Sanitary Pump Station and Forcemain Assessment, Upgrade and Grease Management	600	600	600	600	600
Sanitary Pump Station Rehabilitation	-	300	300	300	300
Sanitary Sewer Tie-in and Restoration	500	150	150	150	150
SCADA System Improvements	150	150	150	150	150
Sidaway Yard Trailer and Scale Installation	936	-	-	-	-
Steveston and Broadmoor Forcemain Replacements	-	1,100	-	-	-
Steveston Gravity Sewer Replacement and Rehabilitation	1,839	-	-	-	-
Van Horne Pump Station Upgrade	-	-	-	2,800	-
Williams Road Sanitary Forcemain Replacement	-	-	1,920	-	-
<b>Total Sanitary Sewer</b>	<b>\$12,190</b>	<b>\$7,200</b>	<b>\$5,670</b>	<b>\$7,350</b>	<b>\$4,570</b>
<b>Minor Capital</b>					
City Centre Community Centre (C4) North	-	-	-	1,311	-
Public Works Infrastructure Advanced Design	2,530	2,430	2,430	2,430	2,430
Public Works Minor Capital - Drainage	300	300	300	300	300
Public Works Minor Capital - Roads	300	250	250	250	250
Public Works Minor Capital - Sanitary	450	450	450	450	450
Public Works Minor Capital - Sanitation & Recycling	300	300	300	300	300
Public Works Minor Capital - Traffic	250	250	250	250	250
Public Works Minor Capital - Water	-	500	500	500	500
<b>Total Minor Capital</b>	<b>\$4,130</b>	<b>\$4,480</b>	<b>\$4,480</b>	<b>\$5,791</b>	<b>\$4,480</b>
<b>Total Infrastructure Program</b>	<b>\$71,645</b>	<b>\$54,328</b>	<b>\$50,366</b>	<b>\$48,079</b>	<b>\$47,552</b>
<b>Building Program</b>					
<b>Building</b>					
Advancement of Partial Funding for the Canada Line Capstan Station	3,500	-	-	-	-
Animal Shelter Replacement	8,000	-	-	-	-
Britannia Shipyards Complex Rehabilitation	-	-	2,200	-	-
City Hall - Electrical and Interior Renovations	-	-	11,100	-	-

	2018	2019	2020	2021	2022
City Hall Annex Renovation	5,700	-	-	-	-
East Richmond Library System Renewals	-	115	-	-	186
Fire Hall 4 Fuel Tank	-	125	-	-	-
Fire Hall 7 Roofing	-	234	-	-	-
Fire Hall 7 System Renewals	-	-	-	-	125
Gateway Theatre HVAC Renewals	-	-	-	1,300	-
Gateway Theatre Infrastructure Replacements - First Stage	3,337	-	-	-	-
Gateway Theatre Lighting Infrastructure and Systems Renewal	673	-	-	-	-
Kwantlen Courthouse - System Renewals	-	-	-	-	2,500
Lang Centre System Renewals	-	-	-	-	120
Lawn Bowling Club Replacement	4,000	-	-	-	-
Library Cultural Centre - System Renewals	-	-	-	-	1,600
Minoru Aquatics Demolition	-	3,200	-	-	-
Minoru Arena Stadium Rink System Renewals	-	1,988	-	-	-
Minoru Place Activity Centre Reuse - Advanced Planning & Design	-	350	-	-	-
Minoru Place Activity Centre Reuse - Implementation	-	3,260	-	-	-
Richmond Ice Centre - System Renewals	-	-	-	-	13,700
Richmond Ice Centre Envelope and Interior Upgrades	-	-	5,765	-	-
South Arm CC - System Renewals	-	-	-	-	800
Thompson Community Centre - System Renewals	-	-	-	-	1,100
Thompson Community Centre Heat Pump Replacements	520	-	-	-	-
Watermania Ageing Mechanical and Building Envelope Infrastructure Replacement	1,000	-	-	-	1,100
West Richmond CC - System Renewals	-	-	-	175	-
West Richmond Community Centre Interior Finishes	-	1,567	-	-	-
Works Yard Administration Annex Interior Renewals	-	-	-	724	-
Works Yard Garage Workshop System Renewals	-	4,708	-	-	-
Works Yard Ageing Mechanical and Building Envelope Infrastructure Replacement	2,515	-	-	-	-
<b>Total Building</b>	<b>\$29,245</b>	<b>\$15,547</b>	<b>\$19,065</b>	<b>\$2,199</b>	<b>\$21,231</b>
<b>Heritage Program</b>					
<b>Heritage</b>					
Phoenix Net Loft Building Stabilization	11,500	-	-	-	-
<b>Total Heritage</b>	<b>\$11,500</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>
<b>Total Building Program</b>	<b>\$40,745</b>	<b>\$15,547</b>	<b>\$19,065</b>	<b>\$2,199</b>	<b>\$21,231</b>
<b>Parks Program</b>					
<b>Parkland</b>					
Parkland Acquisition	4,000	4,000	4,000	3,400	1,100
<b>Total Parkland</b>	<b>\$4,000</b>	<b>\$4,000</b>	<b>\$4,000</b>	<b>\$3,400</b>	<b>\$1,100</b>
<b>Parks</b>					
Aberdeen Park Playground and Garden Construction	1,250	750	-	-	-

	2018	2019	2020	2021	2022
City Tree Planting Program	200	200	200	200	200
Garden City Community Park Dog Park	150	-	-	-	-
Garden City Lands Phase 3 - Park Construction and Community Hub Design	1,625	-	-	-	-
Garden City Lands Phase 4	-	12,700	-	-	-
Garden City Lands Phase 5	-	-	400	-	-
Garden City Lands Phase 6	-	-	-	500	-
Garden City Lands Phase 7	-	-	-	-	500
Garry Point Waterfront Development	-	2,500	-	-	-
Hollybridge Pier Phase 2	-	2,000	-	-	-
Hugh Boyd Artificial Turf Sports Fields	-	1,800	-	-	-
Lang Park Redevelopment	-	-	150	-	-
London/Steveston Phase 2	480	-	-	-	-
London/Steveston Phase 3: Off-Leash Dog Park	-	150	-	-	-
Lulu Island Park	-	-	500	500	500
Minoru Park Cultural Precinct Site Improvements	800	-	-	-	-
Minoru Park Phase 2 Construction and Phase 3 Design	-	-	-	-	650
Minoru Park Renewal Major Trail Upgrades	-	-	-	500	-
Minoru Park Renewal Phase 1	250	-	-	-	-
Minoru Park Renewal Phase 1 Construction	-	1,750	-	-	-
Parks Advance Planning & Design	600	600	600	400	400
Parks Ageing Infrastructure Replacement Program	-	1,920	300	350	350
Parks General Development	500	400	300	500	300
Parks Identity Signage Program	200	-	-	-	-
Parks Strategic Ageing Infrastructure Replacement Program	900	-	-	-	-
Playground Replacement and Safety Upgrade Program	500	450	400	450	500
Steveston Community Park Playground Renewal	-	600	-	-	-
Tait Central Park	-	-	800	-	-
Waterfront Improvement Program - Dredging & Repairs	-	1,000	-	-	-
West Cambie Park	-	500	-	-	-
<b>Total Parks</b>	<b>\$7,455</b>	<b>\$27,320</b>	<b>\$3,650</b>	<b>\$3,400</b>	<b>\$3,400</b>
<b>Total Parks Program</b>	<b>\$11,455</b>	<b>\$31,320</b>	<b>\$7,650</b>	<b>\$6,800</b>	<b>\$4,500</b>
<b>Public Art Program</b>					
<b>Public Art</b>					
Oval Precinct Public Art Program	-	278	500	-	-
Public Art Program	348	464	100	100	100
<b>Total Public Art Program</b>	<b>\$348</b>	<b>\$742</b>	<b>\$600</b>	<b>\$100</b>	<b>\$100</b>
<b>Land Program</b>					
<b>Land</b>					
Strategic Land Acquisition	10,000	10,000	10,000	10,000	5,000
<b>Total Land Program</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$5,000</b>



	2018	2019	2020	2021	2022
<b>Affordable Housing</b>					
Affordable Housing 2018 Operating Initiatives	220	-	-	-	-
Affordable Housing Projects - City Wide	400	400	400	400	400
Affordable Housing Projects - West Cambie	-	225	225	225	225
<b>Total Affordable Housing</b>	<b>\$620</b>	<b>\$625</b>	<b>\$625</b>	<b>\$625</b>	<b>\$625</b>
<b>Equipment Program</b>					
<b>Annual Fleet Replacement</b>					
Vehicle and Equipment Reserve Purchases (PW and Corporate Fleet)	3,423	1,498	1,415	1,735	2,547
<b>Total Annual Fleet Replacement</b>	<b>\$3,423</b>	<b>\$1,498</b>	<b>\$1,415</b>	<b>\$1,735</b>	<b>\$2,547</b>
<b>Fire Dept. Vehicles and Equipment</b>					
Fire Equipment Replacement - Fire Hose	-	27	28	29	30
Fire Equipment Replacement from Reserve - Self Contained Breathing Apparatus Equipment	-	-	-	350	-
Richmond Fire Emergency Equipment Replacement	127	-	-	-	-
Fire Vehicle Replacement Reserve Purchases	1,112	2,404	154	1,087	1,153
<b>Total Fire Dept. Vehicles and Equipment</b>	<b>\$1,239</b>	<b>\$2,431</b>	<b>\$182</b>	<b>\$1,466</b>	<b>\$1,183</b>
<b>Information Technology</b>					
Annual Hardware Refresh	427	468	365	455	460
Digital Strategy Implementation	1,024	1,176	-	-	-
ePlans for Residential and Commercial Building	141	-	-	-	-
Network Infrastructure Core Refresh	362	481	-	-	-
Property Management System (Amanda) Upgrade	375	-	-	-	-
Telephone System Equipment Replacement	402	-	-	-	-
<b>Total Information Technology</b>	<b>\$2,731</b>	<b>\$2,125</b>	<b>\$365</b>	<b>\$455</b>	<b>\$460</b>
<b>Equipment</b>					
Closed Circuit Television for Signalized Intersections	2,185				
Electrical Power Capacity Design for Shore Power & Electrical Vehicle Charging	425	-	-	-	-
Energy Management Projects	-	550	550	550	550
South Arm Boiler Replacement and Domestic Water Repiping	540	-	-	-	-
<b>Total Equipment</b>	<b>\$3,150</b>	<b>\$550</b>	<b>\$550</b>	<b>\$550</b>	<b>\$550</b>
<b>Total Equipment Program</b>	<b>\$10,542</b>	<b>\$6,604</b>	<b>\$2,512</b>	<b>\$4,206</b>	<b>\$4,740</b>
<b>Child Care Program</b>					
<b>Child Care</b>					
Child Care - Research, Studies and City Personnel/Consultant Expenses	60	-	-	-	-
Child Care Projects - City Wide (Capital Grants)	50	50	50	50	50
Child Care Projects - City Wide (Projects)	100	-	-	-	-
Child Care Projects - City Wide Non-Capital Grants	10	10	10	10	10
<b>Total Child Care Program</b>	<b>\$220</b>	<b>\$60</b>	<b>\$60</b>	<b>\$60</b>	<b>\$60</b>

	2018	2019	2020	2021	2022
<b>Internal Transfers/Debt Payment</b>					
<b>Internal Transfers/Debt Payment</b>					
7080 River Road Repayment	2,341	2,341	2,341	2,341	2,341
Lansdowne Road Extension	77	77	-	-	-
Nelson Road Interchange Repayment	385	385	385	385	-
River Road/North Loop Repayment	1,685	1,685	1,335	1,335	1,335
<b>Total Internal Transfers/Debt Payment</b>	<b>\$4,488</b>	<b>\$4,489</b>	<b>\$4,061</b>	<b>\$4,061</b>	<b>\$3,676</b>
<b>Contingent External Contribution</b>					
<b>Contingent External Contribution</b>					
Contingent External Contribution	10,000	10,000	10,000	10,000	10,000
<b>Total Contingent External Contribution</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>
<b>Grand Total</b>	<b>\$160,064</b>	<b>\$133,715</b>	<b>\$104,939</b>	<b>\$86,130</b>	<b>\$97,484</b>

The following is an overview of the major Capital programs proposed for the years 2019 to 2022.

## INFRASTRUCTURE PROGRAM

- **Leslie Sanitary Pump Station (2019: \$1,550,000)**

This project involves the construction of a sanitary pump station, including wet well, pumps, electrical kiosk, generator set, 100 meters of 350mm forcemain and 65 meters of 200mm to 400mm gravity main.

The purpose of this project is to replace the existing Leslie sanitary pump station in advance of the adjacent site redevelopment. The existing pump station is approaching the end of its service life, and replacing it in advance of development will be more cost-effective for the City. In addition, engineering and construction efficiencies will be achieved, and public disruptions will be minimized.

## BUILDING PROGRAM

- **West Richmond Community Centre Interior Finishes (2019: \$1,566,833)**

Multiple building systems have reached the end of their BOMA life expectancy and will be replaced with modern energy efficient systems (where possible). These system renewals will also include associated miscellaneous items that will service to prolong the life of the building and ensure the health and safety of its users/inhabitants.

System renewals included replacement of acoustic ceiling tile and grid, drywall, fire protection (sprinklers), lighting and electrical distribution.

## PARKS PROGRAM

- **Garden City Lands Phase 4 to 7 (2019 - 2022: \$14,100,000)**

**Phase 4** of the GCL project will focus on the construction of the Community Hub and Farm Centre, associated site and landscape improvements, and the further development of park wide infrastructure. The previous phases were focussed on the elements that would provide public access, enable farming, and provide recreational opportunities to the community. This phase is required to more fully achieve the vision of the Council approved plan to add more support facilities for farming (e.g., a barn), public programs (e.g., an educational and interpretive centre), and a greater diversity of activities.

**Phase 5** of the construction of the GCL is the continuation of the construction of community facilities including amenities such as boardwalks thru the bog conservation area, directional and interpretive signage and community gardens. The previous four phases provide the foundational work required to allow public access, enable farming, and increase recreational access. This phase is required to more fully achieve the vision of the Council approved plan and will add a greater diversity of activities and experiences to more fully serve Richmond residents and visitors.

**Phase 6** of the development of the GCL is the continuation of the construction of community facilities including amenities such as a site observation tower, interpretive signage and public art. The previous phases provide the foundational work required to allow public access, enable farming, and enhance recreational opportunities. This phase is required to more fully achieve the vision of the Council approved plan and will add a greater diversity of activities and experiences to more fully serve Richmond residents and visitors.

**Phase 7** of the construction of the GCL is the continuation of the construction of site infrastructure and improvements including interpretive and directional signage, planting and public art. The previous phases provide the foundational work required to allow public access, enable farming, increase recreational access and enhance the visitor's experience of the site. This phase is required to more fully achieve the vision of the Council approved plan and will add a greater diversity of activities and experiences to more fully serve Richmond residents and visitors.

**LAND PROGRAM**

- **Strategic Land Acquisition (2019 - 2022: \$35,000,000)**

Funds for land acquisition to meet the Council Approved Strategic Real Estate Investment Plan. Availability of funds in the capital budget provides the ability to act quickly when necessary and avoid costs incurred to repay the Revolving Fund.

**EQUIPMENT PROGRAM**

- **Digital Strategy Implementation (2019: \$1,175,966)**

Continued implementation of Digital Strategy initiatives to modernize Richmond's systems and services to be at the leading edge of technology adoption and use, the following initiatives would be included by building upon the 2018 Digital Strategy:

- Data Analytics and Reporting - Phase II
- Enhancements to Website



**To:** Finance Committee

**Date:** November 23, 2017

**From:** Jerry Chong, CPA, CA  
Director, Finance

**File:** 03-0985-01/2017-Vol  
01

**Re:** **2018 Proposed Operating Budget**

### Staff Recommendation

That:

1. The 2018 Operating Budget as presented in Option 2 of the staff report titled 2018 Proposed Operating Budget be approved as follows:
  - a. A same level of service budget increase of \$3,881,300 with a tax increase of 1.88%, before additional levels of service be approved; and
  - b. Operating budget impact of the 2018 capital projects totalling \$618,580 with a tax increase of 0.30% be approved; and
  - c. City-wide additional levels as presented in Attachment 9 of the staff report titled 2018 Proposed Operating Budget in the amount of \$247,661 with a tax increase of 0.12% be approved; and
  - d. Ongoing additional levels for the operating costs of 16 additional RCMP officers and 3 municipal employees to support the RCMP detachment in the amount of \$2,276,483 with a tax increase of 1.10% be approved; and
  - e. The Rate Stabilization Account be used to pay for the operating costs of the 16 additional RCMP officers and 3 municipal employees to support the RCMP detachment for a total of \$2,276,483, resulting in a tax decrease of 1.10% be approved; and
  - f. The capital and one-time costs for the additional 16 RCMP officers and 3 municipal employees to support the RCMP detachment for a total of \$290,675 be approved; and
  - g. The Rate Stabilization Account be used to pay for the capital and one-time costs for the additional 16 RCMP officers and 3 municipal employees to support the RCMP detachment for a total of \$290,675 be approved; and
  - h. 1.00% transfer to reserves for community facilities infrastructure needs as per Council's Long Term Financial Management Strategy in the amount of \$2,064,900 with a tax increase of 1.00% be approved; and






2. The overall tax increase of 2.30% and the additional 1.00% transfer to reserves, which is in accordance with Council's Long Term Financial Management Strategy policy to limit tax increase to CPI plus 1% transfer to reserves be approved; and
3. The Operating Budget as detailed above be included in the 5 Year Financial Plan (2018-2022).



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

Att: 11

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

## Executive Summary

The most recent Vancouver CPI forecast from the Conference Board of Canada is 2.30% for 2018. The Municipal Price Index (MPI) is estimated at 3.20%, which is higher as CPI does not include items which are unique to local government such as wages for a unionized public sector workforce, and Fire Rescue personnel, policing costs and materials.

The City's operations are predominantly focused on delivery of programs and services, therefore expenditures are primarily labour (47%) and contracts (22%, which is largely due to the RCMP contract). The Operating Budget is primarily funded by property tax (69%). Community User Fees were increased by 2.1% where possible, as approved by Council on November 14, 2017 through the Consolidated Fees Bylaw which will come into effect on January 1, 2018.

### *Same Level of Service*

This 2018 Operating Budget report presents the same level of service base budget and after new tax growth at \$3.4M, resulting in a 1.88% tax impact.

<b>Budget Component</b>	<b>\$000's</b>	<b>Tax Impact (%)</b>
Net Budget Increase	\$4,726	2.29%
Less: Estimated 2018 New Tax Growth	(3,400)	(1.65%)
<b>Same Level of Service Increase (Base)</b>	<b>\$1,326</b>	<b>0.64%</b>
2017 Additional Level - RCMP (11 Officers and 3 MEs)	1,955	0.95%
Major Facilities - Year 5 of 7	600	0.29%
<b>Same Level of Service Increase (LTFMS target: 2.30%)</b>	<b>\$3,881</b>	<b>1.88%</b>
2018 Capital Program OBI - Year 1 of 2	495	0.24%
2018 Developer Contributed Assets OBI	89	0.04%
OBI of Previously Approved 2017 One-Time Expenditures	35	0.02%
<b>Subtotal</b>	<b>\$4,500</b>	<b>2.18%</b>
Additional Level Expenditures - City-Wide	248	0.12%
Additional Levels - RCMP (16 Officers and 3 MEs)	2,277	1.10%
One-time capital costs - RCMP (16 Officers and 3 MEs)	291	0.14%
Less: Rate Stabilization of RCMP one-time capital costs	(291)	(0.14%)
Less: Rate Stabilization of RCMP (16 Officers and 3 MEs)	(2,277)	(1.10%)
<b>Proposed 2018 Operating Budget Increase</b>	<b>\$4,748</b>	<b>2.30%</b>
<b>Additional Transfer to Reserves at 1.0%</b>	<b>\$2,065</b>	<b>1.00%</b>

## **Previously Approved Additional Levels of Services**

### *Previously Approved RCMP Additional Level Requests*

During the 2017 budget, 11 additional RCMP officers and 3 municipal employee support staff requested by RCMP were approved. Due to the time required to hire and train new officers, the tax was deferred to align with the timing of when the officers were expected to be deployed and rate stabilization funding was applied to the remaining balance. Therefore, the 2017 costs were effectively not included in the base budget.

### *Previously Approved Capital Operating Budget Impacts (OBI) for Major Facilities Phase 1*

Previously approved OBI includes the Major Facilities Phase 1 implementation that was approved as part of the 2014 budget and amended on November 14, 2016 through the Minoru Centre for Active Living service levels. In 2014 and based on the 2014 tax base, a phase-in plan was approved with a tax impact of approximately 0.34% each year until 2020 when it is completely funded.

## **Capital Operating Budget Impacts**

### *OBI Associated with the 2018 Capital Program*

The 2018 Capital Plan includes new and expanded infrastructure and equipment which also requires operating funds to maintain. These impacts are typically phased in over two years as the asset is not typically completed in the year the capital budget is approved.

### *OBI Associated with Developer Contributed Assets*

Another component of the capital OBI is through approval of rezonings that results in the transfer of assets to the City. These assets include road, water, sanitary and sewer infrastructure, traffic lights, and parks. As these assets become part of the City's inventory of assets to manage, additional operating budget funds are required to ensure the same level of service is maintained.

### *OBI of Previously Approved 2017 One-Time Expenditures*

This OBI request is related to Council's previously approved one-time expenditure for the London Heritage Farm Outbuildings & Grounds.

## **Additional Levels of Service**

### *City-Wide (excluding RCMP)*

The recommended additional level expenditures include funding for the costs associated with the Richmond Animal Shelter Operations and Animal Control Services Agreement and for additional City staff which will be fully funded by additional revenues or reallocation of existing budget resources.

### *RCMP*

Council's emphasis on a safe community will be strengthened with the addition of 16 RCMP officers and 3 municipal employees to support the RCMP detachment. According to the most recent Municipal Police Statistics (2015), compared to its peer group, Richmond has the lowest RCMP cost per capita and has fewer police officers based on population.

### *Long Term Financial Management Strategy*

At the City Council meeting held on June 26, 2017, staff was directed to utilize "Ageing Facility Infrastructure – Update" report dated May 24, 2017, as input in the annual capital and operating budget preparation process. The City's building infrastructure is currently in good condition, however, as the buildings age, they are anticipated to deteriorate at an accelerated rate. In order to maintain the current facility condition and service levels and to respond to public input, additional funding is required through the City's annual budget process.

The Capital Building and Infrastructure Reserve and Leisure Facilities Reserve have been established to fund facility capital repair and replacement. The uncommitted reserve funding available for Building Reserves, as at September 30, 2017, is \$60.3M. Phase 1 of the major facilities replacement plan was \$124.1M. The additional 1.0% increase in transfer to reserves would be transferred into the Capital Building and Infrastructure Reserve to ensure adequate funding for phase 2 community facilities and repairs and enhancements to ageing building infrastructure.

### **Summary**

The 2018 proposed operating budget is in compliance with Council policies as the same level of service increase (which includes accommodating the 2017 RCMP requests) of 1.88% is lower than forecasted CPI target of 2.3%. It also ensures operating costs for increased levels of service associated with new capital projects are captured in order to maintain community livability bringing the tax increase to 2.18%. In addition, the recommended option includes 16 RCMP officers and 3 municipal employees and the operating cost associated with the Richmond Animal Shelter Operations and Animal Control Services. It is also recommended that the Rate Stabilization Account (RSA) be utilized to offset the RCMP ongoing additional level which will result in an overall tax increase of 2.30%. Staff recommend this approach in order to try to match the costs to the delivery of services as the RCMP estimate that the time to provide an officer from the approval date generally takes twelve to eighteen months. RSA is a temporary funding solution to stabilize the 2018 tax increase and therefore, defers the tax increase to future years. In addition, the 1% of transfer to reserve will be maintained in accordance with the Long Term Financial Management Strategy (LTFMS) for building infrastructure replacement.

Should Council approve the requested 16 RCMP officers for 2018, a total of 40 additional RCMP officers and 6 municipal employees to support the RCMP detachment would be added to the budget during the current Council term (2014-2018).

The recommended Budget Option 2 summarized above is in accordance with Council's LTFMS policy that "tax increases will be at Vancouver's CPI rate (to maintain current programs and maintain existing infrastructure at the same level of service) plus 1% towards infrastructure replacement needs".

## Staff Report

### Origin

Subsection 165(1) of the *Community Charter* requires the City to adopt a 5 Year Financial Plan (5YFP) Bylaw. The 2018 Operating Budget forms the basis of the City's 5YFP. Under the *Community Charter*, the City is prohibited from incurring any expenditure unless the expenditures have been included for that year in its financial plan, and the City is required to provide a balanced budget, with no projection of a deficit.

The proposed 2018 Operating Budget ("Budget") applies the principles of Council's Long Term Financial Management Strategy (LTFMS) (Policy 3707) (Attachment 6), which was originally adopted in 2003, "*Tax increases will be at Vancouver CPI rate (to maintain current programs and maintain existing infrastructure at the same level of service) plus 1% towards infrastructure replacement needs.*"

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

*Maintain the City's strong financial position through effective budget processes, the efficient and effective use of financial resources, and the prudent leveraging of economic and financial opportunities to increase current and long-term financial sustainability.*

*7.1. Relevant and effective budget processes and policies.*

*7.2. Well-informed and sustainable financial decision making.*

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

*7.4. Strategic financial opportunities are optimized.*

Council's 2014-2018 Term Goals are summarized in Attachment 1.

At the Council meeting held on June 12, 2017, the following recommendation was approved:

*That the services as presented in Attachment 2 of the staff report titled "2018-2022 Budget Process" dated May 4, 2017 from the Director, Finance be approved as the base for the 2018 budget.*

The types of programs and services delivered by each division have been categorized as Core, Traditional or Discretionary as presented in Attachment 2.



## **Analysis**

### **Budget Process**

The proposed 2018 Budget presents a same level of service budget, with only non-discretionary increases that can be clearly identified and supported. Enhanced or new levels of service are identified separately as ongoing additional expenditure requests by the respective divisions for Council's consideration. Please refer to Attachment 3 for the 2018 Budget Cycle.

The 2018 Budget process included pre-budget planning consultation with the public, which was held from October 3-22, 2017. Comments received included concerns that not enough funds were being spent on dykes and infrastructure, improvement of community facilities, enhancement of community services to support the growing community, community safety, affordable housing and Oval expenditures. Comments were forwarded to the relevant departments so they could review and address in the budget planning process.

### **Environmental Scan**

#### *Economic Outlook*

Housing starts have grown substantially across the region over the last five years. Richmond's share of housing starts represents an average of 10.8% of the regional total, while its share of the regional population has remained at approximately 9%, indicating that the local market has outpaced the regional market.

The construction value of Richmond's total building permits issued reached an extraordinary \$800M in 2010, as multiple major projects were approved during the year. Subsequent years registered steady levels of between \$400M and \$600M in Richmond, with 2015 registering a new record of \$998M in construction projects. In 2016, construction activity reached a healthy \$719M and 2017 is on track to achieve an approximate \$600M to \$700M in construction value of projects.

Please refer to Attachment 4 for further information on the Economic Outlook.

#### *Taxation*

When compared to the 21 municipalities in Metro Vancouver, the 2017 average residential home in Richmond ranks as the 9<sup>th</sup> highest in average assessment value of \$1.023M while having the 5<sup>th</sup> lowest average municipal taxes of \$1,609. Approximately 50% of the tax bill comprises of levies collected for other taxing jurisdictions including Translink, School Board, Metro Vancouver, BC Assessment and Municipal Finance Authority. City Council has no control over the rate of increase of levies. Within the comparator group, Richmond continues to have the 2<sup>nd</sup> lowest municipal tax for the average residential assessment. Please refer to Attachment 5 for a comparison of all Metro Vancouver municipalities.

With significant increases in residential assessments in comparison to the moderate increases in business assessments in the region, overall residential tax rates across the Metro Vancouver municipalities decreased greater than business tax rates. As a result, business to residential tax ratios for 2017 are generally higher than the prior year. Richmond's business to residential tax ratio increased from 3.24 in 2016 to 3.57 in 2017. However, even with the higher ratios, Richmond's ranking improved by dropping from the 7<sup>th</sup> highest position in 2016 to the 10<sup>th</sup> highest in 2017. Richmond is the 2<sup>nd</sup> lowest in business to residential tax ratio when compared to our comparator group.

#### *Long Term Financial Management Strategy (LTFMS)*

On March 23, 2015 Council approved a new Casino funding allocation model which took effect starting with the 2016 budget.

Table 1 summarizes the allocation of gaming revenue in comparison to the 2017 allocation.

**Table 1 – Casino Funding Allocation (in \$000s)**

Casino Funding	Allocation	2018 Budget	2017 Budget
Capital Reserve	30%	\$4,950	\$5,426
Grants	15%	2,475	2,713
Council Community Initiatives Account	2%	330	362
Debt Servicing	Fixed	5,000	5,000
Operating (RCMP)	4 Officers	687	676
Capital Building Infrastructure Reserve	Remainder	3,058	3,911
<b>Total</b>		<b>\$16,500</b>	<b>\$18,088</b>

Debt servicing relates to the \$50M debt to fund the Major Facilities Phase 1 which will be repaid over a 10 year term (2015 through 2024). Due to ongoing reviews by the Province, the 2018 budgeted casino revenues were reduced which will affect the funding of City's reserves by \$1.329M.

Grants funded by gaming revenue include:

- Gateway Theatre contribution
- Health, Social and Safety grants
- Arts, Culture and Heritage grants
- Parks and Recreation grants
- Richmond Centre for Disability contribution
- Richmond Therapeutic Equestrian Society contribution
- Various Youth Grants

The Council Community Initiatives Account provides funding for one-time expenditures that address social, environmental, recreation and sports, heritage, arts and culture, safety and security, or infrastructure needs.

Please refer to Attachment 6 for a full analysis of the LTFMS.

### *Financial Position*

**Vulnerability** – In 2016, Senior Government level transfers amount to 5.5% of total revenue. Gaming revenue is the predominant source as the City receives 10% of River Rock's net gaming revenues from the Province. Only a small portion of gaming revenue is used in the operating budget for policing and grants, therefore the City's vulnerability to potential fluctuations in this external source of funding is minimized.

**Sustainability** – In 2016, Richmond's financial assets (cash, investments, receivables, etc.) to liabilities ratio is 2.7 to 1.0 which indicates ability to cover existing liabilities. While this is a strong current position, long term planning is required in order to fund future infrastructure replacement costs. Options are to build up reserve balances, or to fund with external borrowing should interest rates remain low. There is also the option to delay replacement of ageing infrastructure; however, this could result in repair/refurbishment costs that exceed the life cycle cost of replacing the ageing assets.

**Flexibility** – Table 2 shows the 2016 Net Book Value of Capital Assets to Cost is 68.7% (57.2% excluding land) which indicates that the City's assets are ageing and future replacement or increased repairs and maintenance will be required.

**Table 2 – Net Book Value to Cost (in \$millions)**

<b>2016 Tangible Capital Assets</b>	<b>NBV</b>	<b>Cost</b>	<b>Ratio</b>
Land	\$846	\$846	100.0%
Tangible Capital Assets (Excluding Land)	1,322	2,314	57.2%
<b>Total Tangible Capital Assets</b>	<b>\$2,168</b>	<b>\$3,160</b>	<b>68.7%</b>

### *Uncommitted Reserve Balances*

As at September 30 2017, the City has \$280.3M in uncommitted reserves as shown in Table 3; however, many of these balances are designated for specific purposes.

**Table 3 – Uncommitted Reserve Balances (in \$millions)**

<b>Statutory Reserve Funds</b>	<b>Balance at September 30, 2017 (in millions)</b>
Building Reserves	\$60.3
General Reserve	59.2
Utility Reserves	102.7
Other specific purpose reserves	58.1
<b>Total Uncommitted Reserve Balance</b>	<b>\$280.3</b>

The uncommitted funding available in Building Reserves (Capital Building and Infrastructure Reserve and Leisure Facilities Reserve) is \$60.3M. Phase 1 of the Major Facilities Replacement Plan was \$124.1M and the funding from the building reserves has been fully allocated for it. The balance of \$60.3M is after the allocation and will largely be used toward Phase 2 which is estimated at approximately \$75M to \$90M.

The General Reserve (i.e. Revolving Fund) is utilized to fund various programs across the City including street lights, playgrounds, minor building projects and it is also the funding source for the required City Assist Factor projects funded by Development Cost Charges. This reserve has also been relied upon to fund the Major Facilities projects due to insufficient amounts in the Building Reserves, therefore, funding of other City programs are affected.

Development Cost Charges provide funding for Roads, Parks and Utility Infrastructure; however, this funding is prohibited for community facilities, fire halls and other civic buildings, which are the most visible assets provided to citizens. Therefore, the City must plan to invest in building infrastructure to provide for the needs of the growing community.

The Long Term Financial Management Strategy policy requirement is to add 1% transfer to the Capital Building and Infrastructure Reserve each year until the optimal annual level of reserve funding is reached. Council has successfully implemented this policy in the majority of years since the inception of the policy. In certain years the 1% transfer to reserve has been reduced or waived in order to maintain stable tax increases.

### **Budget Challenges**

In addition to the already complex nature of municipal operations, which includes operation of fire halls, maintenance of roads, watermains, pump stations, storm and sanitary sewers, traffic lights, parks, arenas, pools, libraries and community centres, Richmond has additional complexities with the dyking system that is unique to our island city.

Funding is required for maintaining ageing facilities and construction of major facilities as well as the tax impact from the associated OBI.

There is also a significant demand from the RCMP for additional officers and municipal staff.

The downloading of services previously provided by senior levels of government such as first responders, affordable housing, mental health services and child care has left the municipality to meet the needs of the community.

To address some of these challenges, the City undergoes a continuous review of its programs and services in order to identify further service improvements and cost reductions. Staff continually look for efficiencies and innovative ways to deliver services that would streamline business processes, contain costs and leverage the increased use of technology.

## Organization Profile

The City's six corporate divisions include:

- Community Safety
- Community Services
- Corporate Administration
- Engineering and Public Works
- Finance and Corporate Services
- Planning and Development

Please refer to Attachment 7 for the Municipal Breakdown of \$1.

## Operating Budget

Table 4 presents the same level of service budget before OBI and ongoing additional levels of service. Attachment 8 includes further details on each Division's same level of service budget.

**Table 4 – Same Level of Service Base Budget (in \$000s)**

Division	2017 Adjusted Net Budget (Restated for Comparison)	2018 Proposed Net Budget	Change 2018 \$	Change 2018 %	Tax Impact
Community Safety	79,076	82,535	3,459	4.37%	1.68%
Community Services	48,332	50,130	1,798	3.72%	0.87%
Engineering and Public Works	35,936	36,848	912	2.54%	0.44%
Finance and Corporate Services	23,117	23,565	448	1.94%	0.22%
Corporate Administration	9,734	9,945	211	2.16%	0.10%
Planning and Development	5,369	5,451	82	1.53%	0.04%
Fiscal	(201,564)	(201,193)	371	(0.18%)	0.18%
<b>Net Increase</b>	<b>\$-</b>	<b>\$7,281</b>	<b>\$7,281</b>		<b>3.53%</b>
Less: Estimated New Tax Growth		(3,400)	(3,400)		(1.65%)
<b>Net Increase after New Tax Growth</b>		<b>\$3,881</b>	<b>\$3,881</b>		<b>1.88%</b>

As shown in the All Divisions summary included in Attachment 8, the City's operating expenses are mainly comprised of labour related to delivering programs and services (47%) and contracts (22%), which is largely due to the RCMP contract.



The operating budget is primarily funded by property tax (69%). Community User Fees were increased by 2.1%, where possible through the Consolidated Fees Bylaw, effective January 1, 2018.

### Key Financial Drivers

Preliminary Vancouver CPI forecasts from the Conference Board of Canada was estimated at 2.3% for 2018. In comparison, the Municipal Price Index is estimated at 3.2%.

**Table 5 – 2018 Key Financial Drivers**

Cost Breakdown	Amount (in 000's)	Increase Proportion
Salaries and Benefits Increase – City-Wide <sup>1</sup>	\$3,405	46.8%
RCMP - 2017 Deferred Funding and Contract Increase <sup>2</sup>	2,847	39.1%
Salaries and Benefits – Fire Rescue <sup>3</sup>	588	8.1%
2017 OBI Year 2 of 2	275	3.8%
Other Increases	166	2.2%
<b>Net Budget Increase</b>	<b>\$7,281</b>	<b>100.0%</b>

Sources:

<sup>1</sup> CUPE 718 and 394 collective agreements and staff increase for MCAL

<sup>2</sup> RCMP E Division

<sup>3</sup> RFFA, Local 1286

Salaries are the largest non-discretionary increase to the City. CUPE 718 and 394 collective agreements were ratified in 2017 and settled at 2.0% for 2018 and 2019. The change in salaries is also largely attributed to the increase in staffing required at the new Minoru Centre for Active Living facility's enhanced programs and services to meet the needs of the community. The Richmond Firefighters Association collective agreement is settled at 2.5% per year until 2019. RCMP included the 2017 approved additional level and the contract increase. The combined costs for RCMP and Fire Rescue are the largest cost drivers (47.2%).

### Tax Growth

New tax growth projections are based on “non-market change” figures provided by BC Assessment Authority. Non-market change is the term BC Assessment Authority uses for changes to the municipal roll value that is not a result of market conditions. Non-market change could include: changes in assessment class, exempt properties that become taxable in the following year or taxable properties that become exempt in the following year and developments under construction. With respect to developments under construction, assessors at BC Assessment Authority determine the value of all new developments under construction by the percentage of completion as of November 30<sup>th</sup> each calendar year. Increases in a property's market value are not included in the non-market change figure. Therefore the development applications received during the year should have no impact on new growth for the coming year as actual construction on the property would not have taken place. The reported project value of

the development may take up to three years to be fully reflected in the municipality's assessment roll.

New tax growth for 2018 is estimated at \$3.4M.

### **Additional Levels of Services**

#### *2018 OBI Related to 2018 Capital Budget*

The 2018 Capital Budget total is \$160,064,190. The OBI associated with the 2018 Capital program is \$1,244,236. Table 6 presents the 2018 OBI by Capital program. Of this amount \$252,893 is associated with utility projects and will be included in future utility budgets. The operating budget impact is \$991,342 and this will be phased in over two years.

**Table 6 – Recommended 2018 Funding and OBI by Program (in \$ '000s)**

<b>Program</b>	<b>Amount</b>	<b>OBI</b>	<b>Tax Impact</b>
Infrastructure	\$71,645	\$750	0.36%
Land	10,000	-	-
Parks	11,455	196	0.09%
Internal Transfers/Debt Payment	4,489	-	
Equipment	10,542	164	0.08%
Building	40,745	128	0.06%
Public Art	348	6	0.01%
Affordable Housing	620	-	-
Child Care	220	-	-
Contingent External Contribution	10,000	-	-
<b>Total 2018 Capital Funding &amp; OBI</b>	<b>\$160,064</b>	<b>\$1,244</b>	<b>0.60%</b>
Less: Utility Budget Impact		(253)	(0.12%)
<b>2018 OBI - to be phased in over two years</b>		<b>\$991</b>	<b>0.48%</b>

#### *OBI of Previously Approved Developer Contributed Assets*

The following developer contributed assets that were previously approved by Council as part of rezoning approvals will be placed in service in 2018 and will require funding for ongoing operation and maintenance.

- Lansdowne Linear Park OBI: \$26,783

Ongoing funds are required for the maintenance of the first block of the Lansdowne Linear Park between Alderbridge and Cedarbridge Way. The section of the Linear Park contains a plaza for informal gathering and events, open lawn, raingardens, cycleways, and native and ornamental planting. The park has been constructed through a servicing agreement with the developer of the adjacent development. In 2018, the Linear Park will

begin to be maintained by the City. Lansdowne Linear Park will connect the Fraser River Waterfront (at the Oval) to the Garden City Lands along Lansdowne Road. The Linear Park will extend across 14 blocks.

➤ Traffic-Signal Related Improvements (by developers) OBI: \$61,856

Ongoing funds are required effective 2018 for traffic-signal related improvements completed or anticipated to be completed in 2017 by developers as part of the development application process. The associated OBI is based on current estimates necessary for ongoing maintenance. The types of improvement includes providing new/enhancing exiting traffic-signal related infrastructure such as new traffic signals, pedestrian signals and special crosswalks.

The total OBI related to these developer contributed assets is \$88,639.

*OBI of Previously Approved 2017 One-Time Expenditures*

➤ London Heritage Farm (LHF) Outbuildings & Grounds OBI: \$34,520

Ongoing funds are required for annual maintenance of the London Heritage Farm Outbuildings and Grounds in order to support programs, meet safety standards and community expectations. The outbuildings (barn, toolsheds, chicken coop and bee house) and grounds at London Farm are owned by the City and operated by the London Heritage Farm Society (LHFS). LHF, designated a Heritage Site in 1979, encompasses 4.06 acres of land including gardens, a heritage building, a caretaker's residence, public washrooms and various outbuildings. Over 15,000 visitors come to LHF each year and rentals for weddings, picnics and other private functions have increased.

Table 7 summarizes the Capital OBI for 2018.

**Table 7 – 2018 Capital OBI (in \$000s)**

<b>Capital Operating Budget Impacts</b>	<b>Amount</b>	<b>Tax Impact</b>
2018 Capital Program OBI Year 1 of 2	\$495	0.24%
2018 Developer Contributed Assets OBI	89	0.04%
London Heritage Farm	35	0.02%
<b>Total</b>	<b>\$619</b>	<b>0.30%</b>

*Additional Levels of Service*

*City-wide (excluding RCMP)*

Additional level submissions have been prioritized and reviewed by the Senior Management Team (SMT) and the CAO. Only high priority items are recommended to be added to the base budget. For 2018, twenty-eight additional level submissions (excluding RCMP) have been received totaling \$1.8M. After reviews and discussions, ten are recommended by SMT and the CAO with only one submission having a tax impact of \$247,611, which has previously been

approved by Council for the provision of animal shelter operations and animal control services. Please refer to Attachment 9 for the list of recommended additional levels and Attachment 11 for the list of not recommended additional levels.

### RCMP

Based on population, Richmond has fewer police officers than its peer group. Richmond currently has a police officer to population ratio of 1:970. According to the Municipal Police Statistics for 2015, Richmond has the lowest RCMP cost per capita compared to its peer group. RCMP has devised a 3 Year Resource Plan to take into account the current and future police resource challenges and demands.

From 2014 to 2017, Council has approved a total of 24 RCMP officers and 3 municipal employees. Based on the recent RCMP 3 Year Resource Plan (2018-2020), RCMP has requested an additional 43 officers and 8 municipal employees to directly support the RCMP detachment (Table 8). Ongoing additional levels requested by RCMP are summarized in Attachment 10.

**Table 8 – Summary of Additional Level Requests from RCMP:**

	2014 (Approved)	2016 (Approved)	2017 (Approved)	2018 (Requested)	2019 (Requested)	2020 (Requested)	Total (with request)
# of RCMP Officers	1	12	11	16	19	8	67
# of Municipal Employees <sup>1</sup>	-	-	3	3	3	2	11
Cost - RCMP	\$0.16M	\$1.83M	\$1.72M	\$2.08M	\$2.48M	\$1.04M	\$9.31M
Cost - Municipal Employees	-	-	\$0.24M	\$0.19M	\$0.19M	\$0.13M	\$0.75M
Cost - Total	\$0.16M	\$1.83M	\$1.96M	\$2.27M	\$2.67M	\$1.17M	\$10.06M

*Note 1: RCMP initially requested 8 municipal employees (MEs) to support the RCMP detachment for 2018. The request was reduced to 3 MEs and the remaining 5 MEs are requested as additional level without tax impact by reallocating RCMP resources (auxiliary staff).*

The requested 16 additional RCMP officers and 3 municipal employees to support the detachment for 2018 have an ongoing operating cost of \$2.27M and a tax impact of 1.10%. Should Council approve the requested officers for 2018, a total of 40 RCMP officers and 6 municipal employees to support the RCMP detachment would be added to the base budget during the current Council term (2014-2018).

Table 9 summarizes the additional level requests including RCMP.

**Table 9 –Summary of Additional Level Expenditure Requests (in \$000s)**

Additional Level Expenditure Requests			Tax Impact (%)	
Recommended City-Wide (Attachment 9)			248	0.12%
16 Additional RCMP Officers	2,085	1.01%		
3 Additional Municipal Employees to support RCMP	192	0.09%		
One-time Initial Cost 16 RCMP and 3 MEs	291	0.14%		
Less: Rate Stabilization - one time initial costs	(291)	(0.14%)	2,277	1.10%
<b>Total Additional Level Expenditures</b>			<b>\$2,525</b>	<b>1.22%</b>

The Finance Committee has the discretion to change the recommendation for funding any of the additional level requests with resulting tax impacts.

### Options to Mitigate Tax Impact

SMT and the CAO have done considerable work including conducting significant number of reviews to achieve a same level of service budget of 1.88% which is below the CPI target of 2.3% while also funding the 2017 RCMP request of 11 officers and 3 municipal employees and previously approved OBI from Major Facilities Phase 1. When the 2018 Capital OBI, all additional level requests including RCMP, and 1% transfer to reserves are included, the tax impact is expected to be at 4.40% (Option 1 of Table 10). The combination of the following options can assist in mitigating the tax impact:

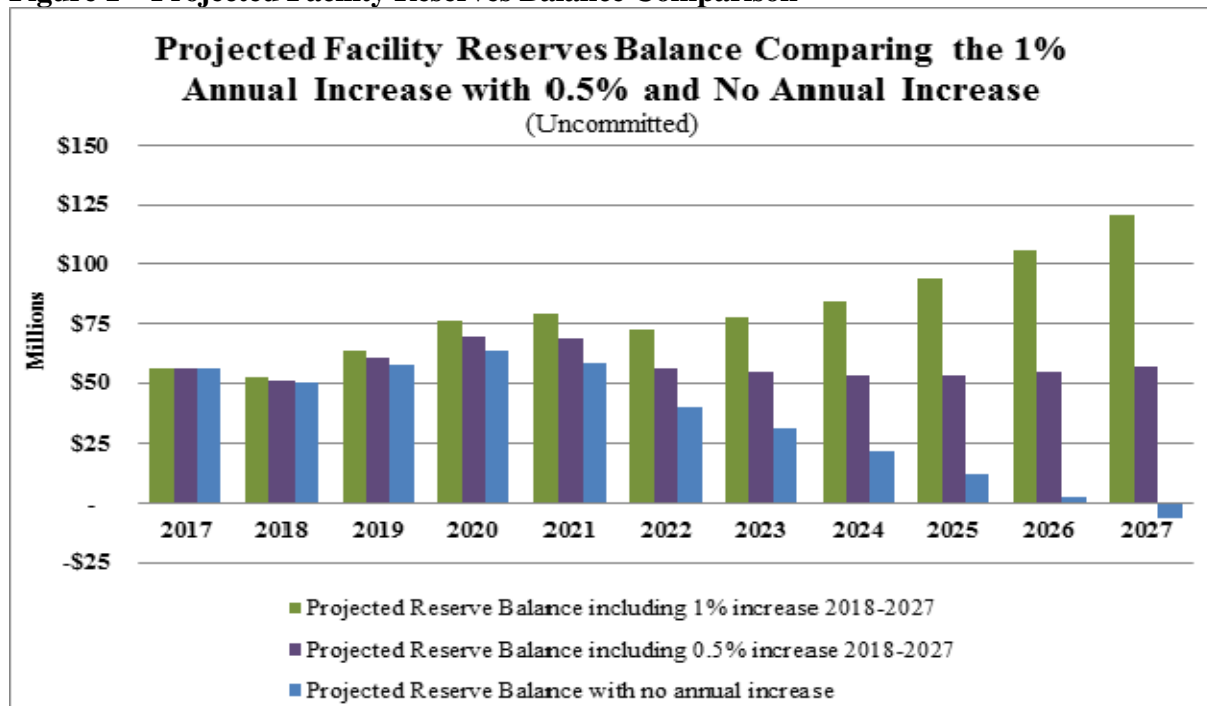
#### 1. Reduce RCMP Request

Reduce the number of RCMP officers (16) and municipal employees (3) requested in 2018. The remaining additional level request could be considered in future years. This is done in Option 3.

#### 2. Reduce Transfer to Reserves

The cost of adding 8 officers is a tax impact of 0.5% which could be accommodated by reducing the transfer to reserves by an equivalent amount. This is done in Option 4. The impact of reducing the 2018 transfer to reserves from 1%, 0.5% and none is shown in Figure 1.



**Figure 1 – Projected Facility Reserves Balance Comparison**

### 3. Rate Stabilization

Rate Stabilization has a balance of approximately \$20.3M as of September 30, 2017. However, after capital and one-time funding requests, this amount will be reduced. Council established a Rate Stabilization Account (RSA) to provide funding for such requests without a tax impact. RSA is a temporary funding solution and defers the tax increase to future years. This is done materially in Options 2, 3 and 4.

The budget options proposed below takes into consideration different ways that the City could utilize to mitigate the tax increase.

### Budget Options

This report presents four options for including additional levels expenditures for RCMP in the budget as summarized in Table 10:

1. Include additional 16 RCMP officers/3 municipal employees and 1% transfer to reserves.
2. Include additional 16 RCMP officers/3 municipal employees, add 1% transfer to reserves and utilize rate stabilization funding to offset the additional RCMP cost for 2018 (recommended).
3. Include additional 8 RCMP officers/3 municipal employees, add 1% transfer to reserves and utilize rate stabilization funding to offset all additional level requests (City-wide and RCMP) for 2018.

4. Include additional 16 RCMP officers/3 municipal employees, add 0.50% transfer to reserves (exception to the Long Term Financial Management Strategy) and use \$1.9M in rate stabilization funding for 2018 to align the tax increase in the 2017-2021 5 Year Financial Plan projection (before additional levels).

**Table 10 – 2018 Budget Options**

	<b>Option 1</b>	<b>Option 2 (recommended)</b>	<b>Option 3</b>	<b>Option 4</b>
Same Level of Service Increase	1.88%	1.88%	1.88%	1.88%
Previously Approved Operating Budget Impacts	0.30%	0.30%	0.30%	0.30%
<b>Subtotal Before Additional Levels</b>	<b>2.18%</b>	<b>2.18%</b>	<b>2.18%</b>	<b>2.18%</b>
Additional Level Expenditures – recommended	0.12%	0.12%	0.12%	0.12%
Additional Level Expenditures – 16 officers and 3 support staff	1.10%	1.10%		1.10%
Additional Level Expenditures – 8 officers and 3 support staff			0.60%	
Additional Level Expenditures – RCMP initial cost	0.14%	0.14%	0.08%	0.14%
Less: Rate Stabilization – RCMP initial cost	(0.14%)	(0.14%)	(0.08%)	(0.14%)
Less: Rate Stabilization – 100% RCMP additional level		(1.10%)		
Less: Rate Stabilization – 100% all additional level			(0.72%)	
Less: Rate Stabilization – \$1.9M				(0.92%)
<b>Total Additional Levels</b>	<b>1.22%</b>	<b>0.12%</b>	<b>-%</b>	<b>0.30%</b>
<b>2018 Budget Increase</b>	<b>3.40%</b>	<b>2.30%</b>	<b>2.18%</b>	<b>2.48%</b>
Additional Transfer to Reserves	1.00%	1.00%	1.00%	0.50%
<b>Overall 2018 Tax Increase</b>	<b>4.40%</b>	<b>3.30%</b>	<b>3.18%</b>	<b>2.98%</b>

*Budget Option 1 – Full RCMP request and 1% transfer to reserves (not recommended)*

This budget option results in a tax increase of 3.40% plus 1% transfer to reserves for a total of 4.40%. The 16 officers and 3 municipal employee support staff requested by RCMP are included in this option with funding secured in the base budget.

*Budget Option 2 – Full RCMP request, 1% transfer to reserves and 100% rate stabilizing all RCMP additional level expenditures (recommended)*

This budget option results in a tax increase of 2.30% plus 1% transfer to reserves for a total of 3.30%. The 16 RCMP officers and 3 municipal employee support staff requested by RCMP are included in this option and utilize rate stabilization funding to offset the additional RCMP costs aligning with the timing of when the officers are expected to be deployed. This follows Council's Policy to limit the tax increase to CPI plus 1% transfer to reserves.

*Budget Option 3 – Partial RCMP request, 1% transfer to reserves and 100% rate stabilizing all additional level expenditures (not recommended)*

This budget option results in a tax increase of 2.18% plus 1% transfer to reserves for a total of 3.18%. This option reduces the RCMP request from 16 to 8 officers but maintains 3 municipal employee support staff with Rate Stabilization fully funding all additional level requests.

*Budget Option 4 – Full RCMP request, 0.5% transfer to reserves and \$1.9M rate stabilization (not recommended)*

This budget option results in a tax increase of 2.48% plus 0.5% transfer to reserves for a total of 2.98%, which was the projected increase (without additional levels) in the 2017 – 2021 5 Year Financial Plan. The 16 RCMP officers and 3 municipal employee support staff requested by RCMP are included in this option with funding partly secured in the base budget and largely funded by Rate Stabilization.

All above options, except Option 4, include the 1% transfer to reserves per Council's Long Term Financial Management Strategy. Budget options 2, 3 and 4 utilize rate stabilization funding to reduce the tax impact. Rate Stabilization is a temporary funding solution to stabilize the 2018 tax increase and therefore, defers the tax increase to future years.

### Financial Impact

Staff recommend the proposed 2018 Operating Budget with a tax increase of 3.30% as summarized in Table 12.

**Table 12 – 2018 Proposed Tax Increase (in \$000s)**

Budget Component	Amount	Running Total	Tax Impact	Cumulative Tax Impact
Same Level of Service Increase		\$3,881		1.88%
Capital Operating Budget Impacts	619		0.30%	
Subtotal		\$4,500		2.18%
Additional Level Expenditures less rate stabilization	248		0.12%	
Same Level of Service Increase, After Growth, with Capital OBI, and Additional Level Expenditures		\$4,748		2.30%
Additional 1.0% Transfer to Reserves	2,065		1.00%	
Same Level of Service Increase, After Growth, with Capital OBI, Additional Level Expenditures, and Additional Transfer to Reserves		\$6,813		3.30%

### **Conclusion**

Staff will prepare the 5 Year Financial Plan (2018-2022) utilizing the Council approved 2018 Operating Budget as the base.



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Manager, Financial Planning and Analysis  
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MC:jg

## **2018 Proposed Operating Budgets**

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## 1. Council Term Goals (2014-2018)



### 1. A Safe Community

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



### 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.



### 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.



### 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.



### 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.



### 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.



### 7. Strong Financial Stewardship

Maintain the City's strong financial position through effective budget processes, the efficient and effective use of financial resources, and the prudent leveraging of economic and financial opportunities to increase current and long-term financial sustainability.



**8. Supportive Economic Development Environment**

Review, develop and implement plans, policies, programs and practices to increase business and visitor appeal and promote local economic growth and resiliency.

**9. Well-Informed Citizenry**

Continue to develop and provide programs and services that ensure the Richmond community is well-informed and engaged on City business and decision making.

## 2. Approved Types of Programs and Services

Division	Department/Sections/Work Units	Types of Service		
		Core	Traditional	Discretionary
CAO's Office (7)	<b>CAO's Office</b>			
	<ul style="list-style-type: none"> <li>Corporate Administration</li> </ul>	✓	✓	
	<ul style="list-style-type: none"> <li>Administrative Support Services (including the Mayor's Office &amp; Councillors' Office)</li> </ul>		✓	✓
	<ul style="list-style-type: none"> <li>Intergovernmental Relations &amp; Protocol Unit</li> </ul>			✓
	<ul style="list-style-type: none"> <li>Corporate Programs Management Group</li> </ul>			✓
	<ul style="list-style-type: none"> <li>Corporate Communications</li> </ul>		✓	
	<ul style="list-style-type: none"> <li>Production Centre</li> </ul>			✓
	<ul style="list-style-type: none"> <li>Corporate Planning</li> </ul>		✓	
Deputy CAO (4)	<b>Human Resources</b>			
	<ul style="list-style-type: none"> <li>Training &amp; Development</li> </ul>		✓	
	<ul style="list-style-type: none"> <li>Employee &amp; Labour Relations</li> </ul>	✓	✓	
	<ul style="list-style-type: none"> <li>Compensation, Job Evaluation &amp; Recognition</li> </ul>	✓	✓	
	<ul style="list-style-type: none"> <li>Workplace Health, Safety &amp; Wellness</li> </ul>	✓	✓	

Division	Department/Sections/Work Units	Types of Service		
		Core	Traditional	Discretionary
Community Services (20)	<b>Parks</b>			
	<ul style="list-style-type: none"> <li>Parks Operations (includes Asset Management, Construction &amp; Maintenance, Turf Management, Horticulture, Urban Forestry)</li> </ul>		✓	✓
	<ul style="list-style-type: none"> <li>Parks Programs (includes Nature Park)</li> </ul>		✓	
	<ul style="list-style-type: none"> <li>Britannia</li> </ul>			✓
	<ul style="list-style-type: none"> <li>Parks Planning &amp; Design</li> </ul>		✓	✓
	<b>Recreation &amp; Sport</b>			
	<ul style="list-style-type: none"> <li>Community Services Admin.</li> </ul>		✓	✓
	<ul style="list-style-type: none"> <li>Community Recreation Services (includes community centres)</li> </ul>		✓	✓
	<ul style="list-style-type: none"> <li>Aquatic, Arena &amp; Fitness Services</li> </ul>		✓	✓
	<ul style="list-style-type: none"> <li>Sport &amp; Event Services (includes volunteer management)</li> </ul>			✓
	<ul style="list-style-type: none"> <li>Planning &amp; Project Services</li> </ul>			✓
	<b>Arts, Culture &amp; Heritage Services</b>			
	<ul style="list-style-type: none"> <li>Arts Services (includes Art Gallery, Art Centre, Cultural Centre)</li> </ul>			✓
	<ul style="list-style-type: none"> <li>Heritage Services</li> </ul>			✓
	<ul style="list-style-type: none"> <li>Richmond Museum</li> </ul>			✓
	<ul style="list-style-type: none"> <li>Gateway Theatre (liaison)</li> </ul>			✓
	<ul style="list-style-type: none"> <li>Richmond Public Library (liaison)</li> </ul>		✓	✓
	<b>Community Social Development</b>			
	<ul style="list-style-type: none"> <li>Social Planning</li> </ul>			✓
	<ul style="list-style-type: none"> <li>Affordable Housing</li> </ul>			✓

Division	Department/Sections/Work Units	Types of Service		
		Core	Traditional	Discretionary
	<ul style="list-style-type: none"> <li>Diversity &amp; Cultural Service</li> </ul>			√
	<ul style="list-style-type: none"> <li>Child Care Services</li> </ul>			√
	<ul style="list-style-type: none"> <li>Youth Services</li> </ul>			√
	<ul style="list-style-type: none"> <li>Senior Services</li> </ul>			√
Engineering & Public Works (10)	<b>Engineering</b>			
	<ul style="list-style-type: none"> <li>Engineering – Planning</li> </ul>	√	√	
	<ul style="list-style-type: none"> <li>Engineering – Design &amp; Construction</li> </ul>	√	√	
	<ul style="list-style-type: none"> <li>Facility Services</li> </ul>		√	
	<ul style="list-style-type: none"> <li>Capital Building Project Development</li> </ul>			√
	<ul style="list-style-type: none"> <li>Sustainability (includes district energy, corporate energy, environmental sustainability)</li> </ul>			√
	<b>Public Works</b>			
	<ul style="list-style-type: none"> <li>Public Works Administration</li> </ul>		√	√
	<ul style="list-style-type: none"> <li>Fleet Operations &amp; Environmental Programs</li> </ul>		√	√
	<ul style="list-style-type: none"> <li>Roads &amp; Construction Services</li> </ul>	√	√	
	<ul style="list-style-type: none"> <li>Sewerage &amp; Drainage</li> </ul>	√	√	
	<ul style="list-style-type: none"> <li>Water Services</li> </ul>	√	√	



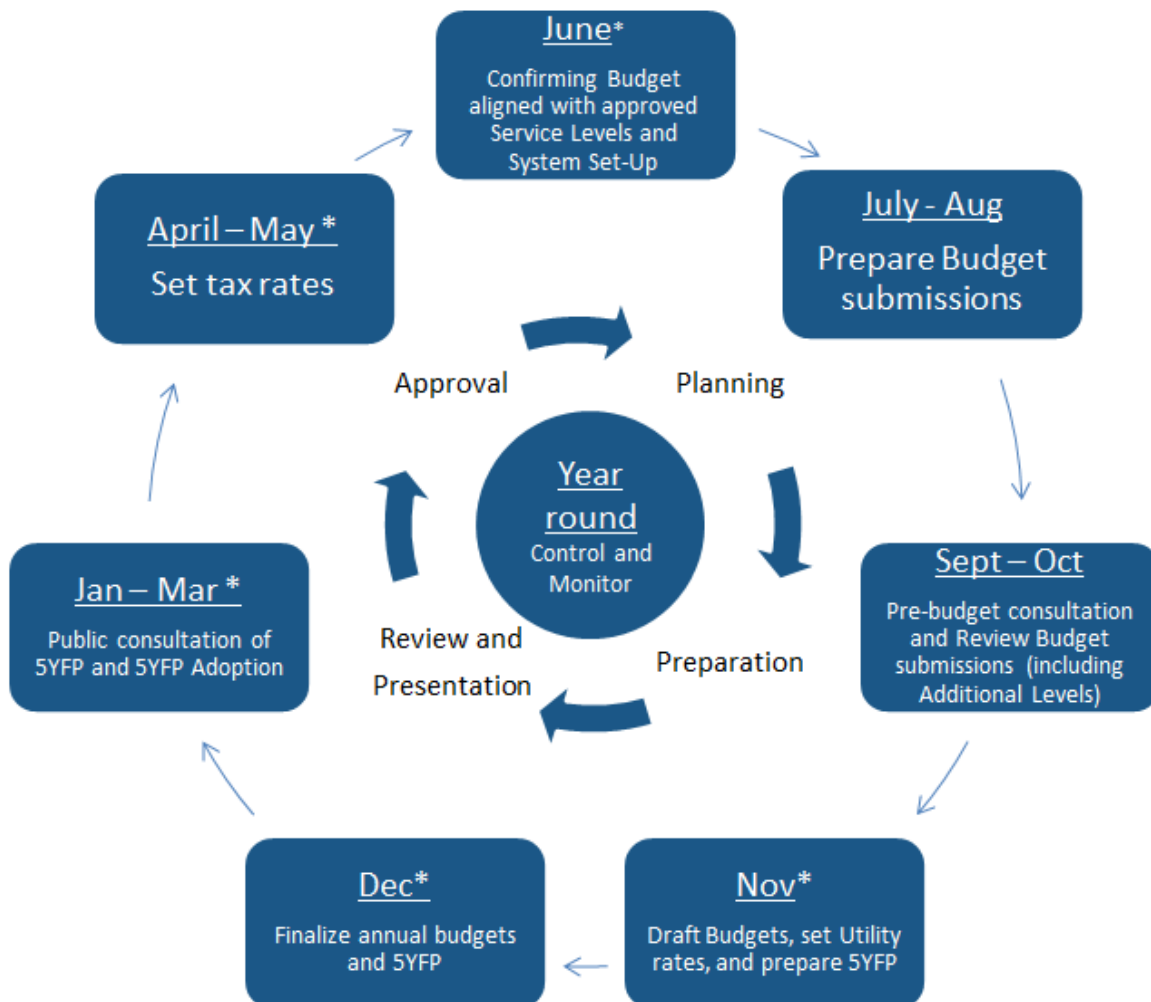
Division	Department/Sections/Work Units	Types of Service		
		Core	Traditional	Discretionary
Finance & Corporate Services (26)	<b>Finance</b>			
	• Finance Administration		✓	✓
	• Finance Systems		✓	✓
	• Financial Reporting	✓	✓	✓
	• Financial Planning & Analysis	✓	✓	✓
	• Revenue/Taxation	✓	✓	✓
	• Purchasing and Stores		✓	✓
	• Treasury & Financial Services	✓	✓	✓
	• Payroll		✓	✓
	<b>Information Technology</b>			
	• IT Administration		✓	✓
	• Business & Enterprise Systems		✓	✓
	• Innovation			✓
	• Infrastructure Services		✓	✓
	• GIS & Database Services		✓	✓
	• Customer Service Delivery		✓	✓
	<b>City Clerk's Office</b>			
	• Operations/Legislative Services	✓	✓	
	• Records & Information	✓	✓	
	• Richmond Archives		✓	✓

Division	Department/Sections/Work Units	Types of Service		
		Core	Traditional	Discretionary
	<b>Administration &amp; Compliance</b>			
	• Business Advisory Services		√	√
	• Risk Management			√
	• Economic Development			√
	• Corporate Partnerships			√
	• Customer Service		√	√
	• Corporate Compliance			√
	• Performance			√
	<b>Real Estate Services</b>			√
	<b>Law</b>		√	√
Community Safety (9)	<b>RCMP</b>			
	• Administration (includes Telecommunications, Records, Crime Prevention, Information Technology, Victim Assistance, Finance, Risk Management, Court Liaison)	√	√	√
	<b>Fire-Rescue</b>			
	• Administration	√	√	√
	• Operations	√	√	√
	• Fire Prevention	√	√	√
	• Training & Education	√	√	√
	<b>Community Bylaws</b>		√	√
	<b>Business Licenses</b>		√	√
	<b>Emergency Programs</b>	√	√	√

Division	Department/Sections/Work Units	Types of Service		
		Core	Traditional	Discretionary
	<b>Community Safety Administration</b>		√	√
Planning & Development (10)				
	<b>Planning and Development – Admin</b>	√	√	
	<b>Transportation</b>			
	• Transportation Planning	√	√	
	• Traffic Operations		√	
	• Traffic Signal Systems		√	
	<b>Building Approvals</b>			
	• Plan Review	√	√	
	• Building, Plumbing & Gas Inspections	√	√	
	• Tree Preservation		√	√
	<b>Development Applications</b>			
	• Developments	√	√	√
	• Major Projects			√
	<b>Policy Planning</b>	√	√	
<b>Total = 86</b>		<b>27</b>	<b>60</b>	<b>63</b>

### 3. 2018 Budget Cycle

# 2018 Budget Cycle



#### 4. Economic Outlook

Businesses contribute nearly half of the City's property tax revenues and a healthy local economy can afford families and individuals exceptional levels of municipal services. Richmond is an open economy, subject to constantly changing global, regional and local economic trends. As part of its budget planning process, the City examines the current economic context and available forecasts to reduce exposure to short-term risks and advance long-term financial sustainability.

*(Note: unless explicitly referenced in the footnotes, the data source used in the commentary below is the Conference Board of Canada report titled "Metropolitan Outlook Autumn 2017" and providing forecasts to 2021.)*

#### Macroeconomic Trends

With Richmond's advantageous location for global trade, market conditions in the world's major economies and the overall global trade climate have a significant impact on the local economy.

In October, global growth was projected to strengthen further to 3.6% in 2017 and 3.7% in 2018. The forecast, revised upwards by 0.1% for 2017 and 2018 since April, reflected a broad-based upswing in growth projections for advanced economies, Japan, China, emerging Europe and Russia<sup>1</sup>. Despite a projected short-term recovery, mid-term risks to global growth remain on the downside, due to lack of real wage adjustments compared to previous recoveries and an unequal recovery across countries.

After disappointing growth levels in 2015 (1.0%) and 2016 (1.5%), the Canadian economy shifted in high gear and is on track to expand by a solid 2.6% in 2017. This economic strength will be reflected in the creation of 260,000 jobs this year, a 10-year high. An ageing population and low levels of productivity, however, will result in deceleration of Canada's GDP growth to 1.9% in 2018 and 1.8% per year, on average, to 2021. Due to capacity pressures as a result of economic growth over the last few quarters, the Bank of Canada has moved to a rate tightening cycle, increasing the overnight rate by 25 basis points twice in 2017. Further and more gradual rate hikes are expected in 2018 to allow households to adjust to the increase in debt costs.

Household and government spending remain the main drivers of Canadian growth. Retail sales are forecast to register a healthy 5.8% growth and housing starts to hit a five-year high in 2017. These trends are expected to slow down in 2018, due to weak wage gains, slowing of employment growth and rising household debt. After years of restraint since the public stimulus spending in 2009 and 2010, government spending has made a notable contribution to growth since 2015 and is expected to continue to do so in the next few years. Public investment is projected to grow an average of 4.6% per year over the next two years, driven by increase in federal spending and capacity for growth in provincial spending as a result of balanced budgets.

Stagnant business investment and trade continue to introduce vulnerability to the economic growth. Business investment, excluding residential, is expected to decline for the third consecutive year in 2017. The trade sector has also been underperforming, with exports outside of energy also falling over the last year, despite a favourable exchange rate. Exports are

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<sup>1</sup> World Economic Outlook, IMF (October, 2017)

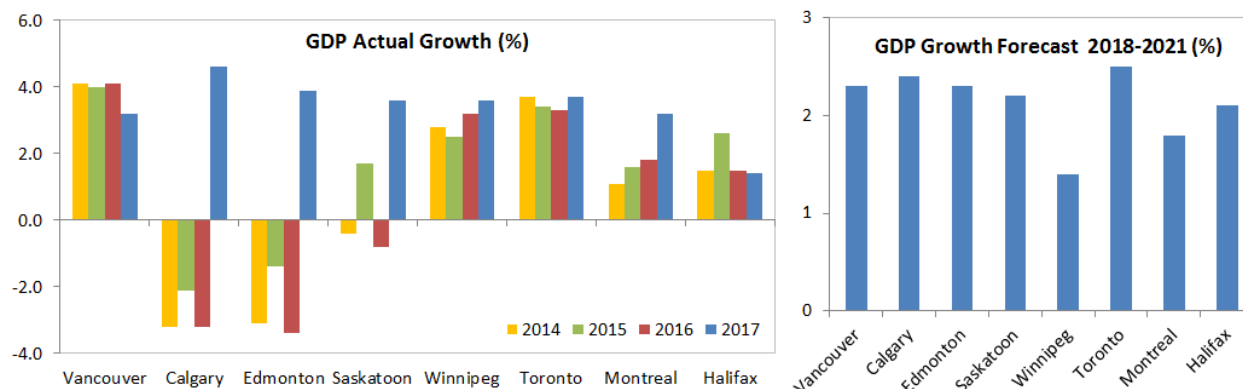


expected to improve in 2018 but the risk of protectionism south of the border threatens the growth forecast.

## Regional Trends

After three consecutive years of GDP growth over 3%, the BC economy is expected to expand by 2.7% in 2017 and 2.4% in 2018, and grow on average by 2.1% per year to 2021. Employers are expected to add nearly 84,000 jobs in 2017 but a significant slowdown to 31,600 net jobs added is expected for 2018. The projected slowdown in the BC economy will be due to anticipated challenges in three key sectors – housing, forestry and energy. Housing starts increased by 33% in 2016, largely prior to introduction of the 15% foreign buyer tax, and are forecast to decline by 2.6% in 2017 and an even greater 11.2% in 2018. US trade tariffs on Canadian softwood lumber, cancellation of LNG projects in the north and uncertainty around mineral fuels pipeline infrastructure have significantly impacted BC's major resource industries.

Following several years of strong growth, Metro Vancouver's economy is slowing down. Real GDP is expected to grow at 3.2% in 2017 and 2.5% in 2018, after 4% average annual growth over the last five years. A cooling housing market is the largest contributor to slowing growth, with increased US protectionism, a slightly higher dollar hampering exports and tourism, and poor housing affordability also playing part in the slowdown. While the unemployment rate will reach a 9-year low at 5.1% in 2017 and a further low of 5.0% in 2018, slowing job gains are expected in the years ahead. After a 4.7% advancement in 2016, employment is projected to grow at the rate of 2.4% in 2017 and 1.5% in 2018.



Manufacturing contributes only 7% to the provincial GDP (compared to 10.5% Canada-wide) yet the industry has been an important contributor to growth, expanding by 22% between 2011 and 2016, with a gain of 5.4% in 2016 alone and a forecast for further growth of 2.4% in 2017 and 3.1% in 2018.

The construction sector is on track to post a 1.5% and 1.9% increase in 2017 and 2018, respectively, down from a 5.5% expansion in 2016. Behind this trend is a projected annual drop in housing starts of 9% to just 25,400 units in 2017 and 23,600 units in 2018. These figures are still well above the 10-year average of 18,700 and ongoing non-residential investment activity will help offset easing housing starts.

After a 4% annual average growth over the last five years, aggregate output in the services sector will cool to 3.7% in 2017 and further to 2.6% in 2018. Output growth in the finance, insurance and real estate services sectors will be trimmed, as will retail sales, which will further

impact businesses further back in the supply chain in the transportation and warehousing industries. Tourism will remain strong, due to a relatively strong Canadian dollar and ongoing gains in passenger movement at YVR.

## Local Trends<sup>2</sup>

As in all of Metro Vancouver, a large share of Richmond's jobs (40%) are community-oriented, representing jobs dependent on population growth. The remaining 60% of jobs are in sectors that comprise Richmond's economic base – sectors that drive the Richmond economy. Nearly 70% of Richmond's economic base jobs are in sectors linked to the City's role as a people and goods movement gateway, including transportation, warehousing and logistics, manufacturing, wholesale and tourism – 23.1%, 18.5%, 14.5% and 11.5% of the economic base<sup>3</sup>. Richmond has a regional advantage in the above industries, due to the presence of the port and airport. While a relatively low Canadian dollar will continue to support output, tightening of global trade policies and rising interest rates will lead to downward pressures in these sectors.

Richmond businesses in core economic sectors have performed well in the last few years, as demonstrated by growth in key performance indicators, such as: volume of cargo movement through the Port of Vancouver and YVR, up by 9% and 23%, respectively, since 2012; passenger movement through YVR, up by 27% since 2012; and local hotel room revenue, up by 49% since 2012. Commercial vacancy rates are at historic lows, with a 6.5% office vacancy rate on par with the regional average and a critically low 2.1% industrial vacancy rate below the regional average of 2.5%. Commercial product should be coming online in the very near future to accommodate business growth (particularly along the Canada Line where the office vacancy rate is virtually non-existent at 2.3%).

Housing starts have grown substantially across the region over the last five years. Richmond's share of housing starts represents an average of 10.8% of the regional total, while its share of the regional population has remained at approximately 9%, indicating that the local market has outpaced the regional market.

Housing Starts	2012	2013	2014	2015	2016	2017*
Richmond	1,708	1,427	3,036	2,657	2,215	1,220
Metro Vancouver (MV)	19,027	18,710	19,212	20,863	27,914	18,025
Richmond as % of MV	9%	8%	16%	13%	8%	7%

\*2017 data available to September

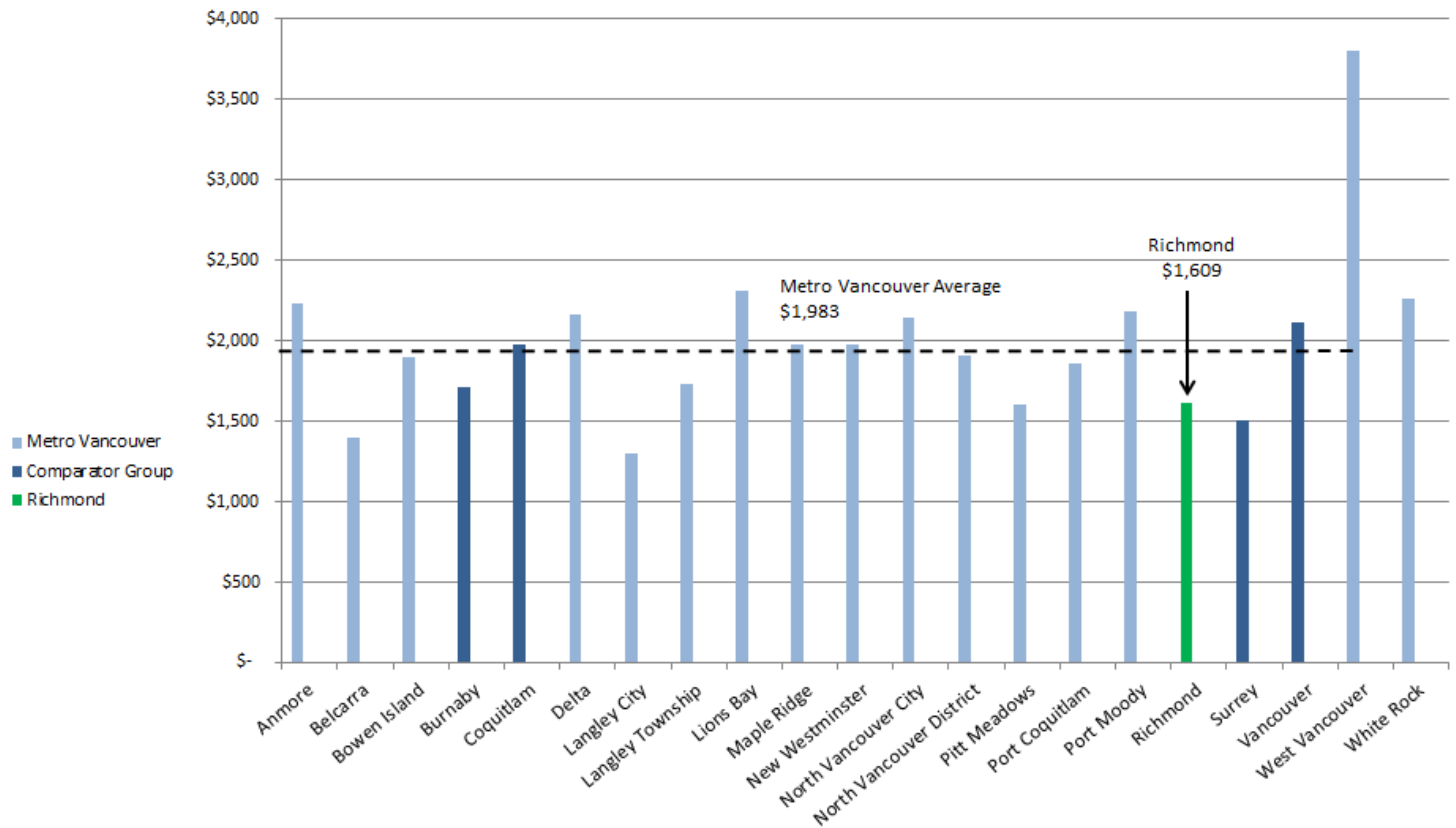
The construction value of Richmond's total building permits issued reached an extraordinary \$800 million in 2010, as multiple major projects were approved during the year. Subsequent years registered steady levels of between \$400 and \$600 million in Richmond, with 2015 registering a new record of \$998 million in construction projects. In 2016, construction activity reached a healthy \$719 million and 2017 is on track to achieve an approximate \$600 to \$700 million in construction value of projects.

<sup>2</sup> Source: Interactive Data, <http://www.businessinrichmond.ca/data-centre/> (unless stated otherwise)

<sup>3</sup> Source: City of Richmond – Resilient Economy Strategy (based on Census 2011 data; Census 2016 data on labour and jobs for Richmond is scheduled to be released in December 2017)

## 5. 2017 Average Property Tax per Dwelling

**2017 Average Property Tax per Dwelling**

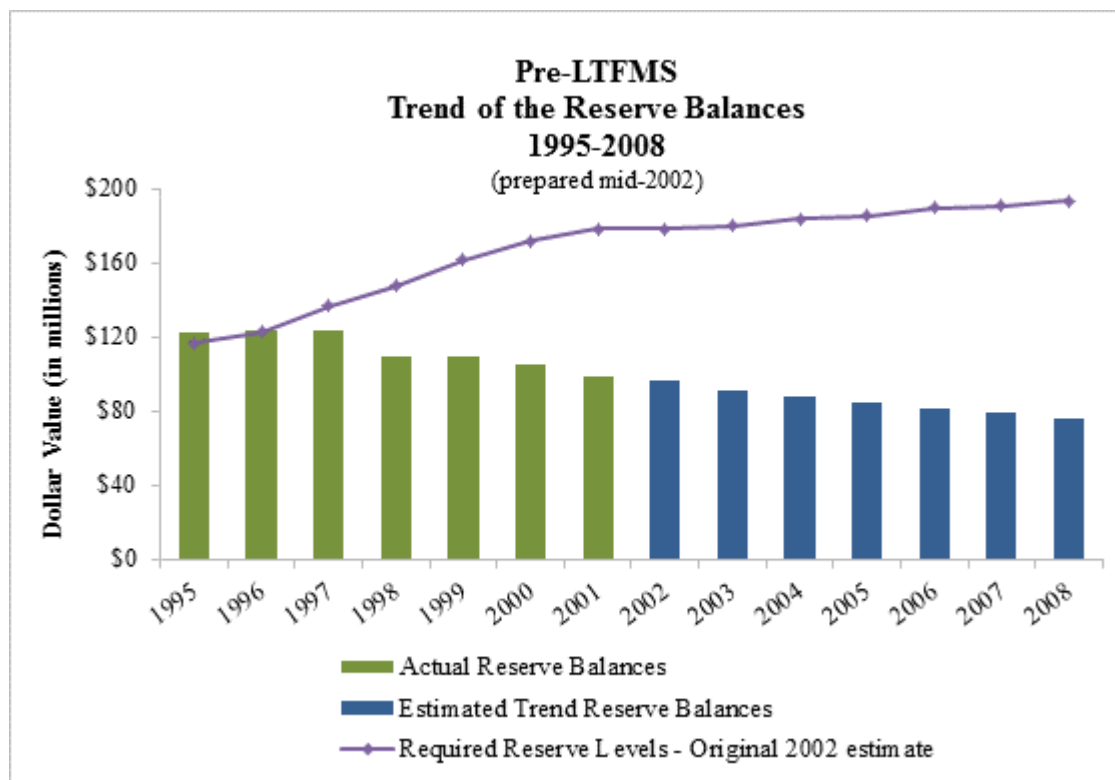


## 6. Long Term Financial Management Strategy Update

### History - Where we have come from:









In mid-2002, after a review of the trend of the City's reserves (blue bars in *Figure 1*), the CAO directed staff to prepare a plan to address the long term financial sustainability of the City. Up to that point in time, the City's long term financial direction was driven by the annual budget decisions which in turn were driven by Council's desire to keep the tax impacts artificially low. In the mid to late 1990's for instance, the City absorbed approximately \$5.7 million in loss of grants from the Province, incurred debt, and absorbed growth, while keeping tax increases in the range of zero to 1.8%. The consequence was the gradual deterioration of the City's reserves (green bars in *Figure 1*). This path was clearly not sustainable and a more comprehensive financial strategy was required.

*Figure 1 - Original Reserve Trend Pre-LTFMS*



To develop the vision, Council held a number of workshops to gain an understanding of the environmental factors that were impacting the City's financial position as well as 'gaps' reflected in the operating budgets, capital plans, ageing infrastructure funding plans and reserve balances. The end result being that Council decided to focus on *'enhancing the City's economic well-being for present and future generations as part of the well managed component of the vision without sacrificing the overall liveability of the community'* and in September 2003, Council approved the Long Term Financial Management Strategy (LTFMS) with the following targets:

Figure 2 – 2003 LTFMS Targets

Tax Increase		<b>CPI + 1.0%</b> per year in the future to be transferred to the reserves.
Economic Development		<b>1.5%</b> per year
New Alternative Revenue		<b>\$1 Mil</b> per year by the 5 <sup>th</sup> year
Total Casino Revenue		<b>\$10 Mil</b> per year by the 2 <sup>nd</sup> year
Fire and Police Efficiencies		<b>-0.2%</b> per year starting in 3 <sup>rd</sup> year
Operating Efficiencies		<b>-0.2%</b> per year starting in 3 <sup>rd</sup> year
Service Level Reduction		No reduction
Capital Program Reduction		No reduction

Council went a step further in order to guide and protect the sustainability of the City's long term financial position and approved 10 supporting policies. From the time that LTFMS was adopted, Council has approved updates to the supporting policies. The ten supporting policies as currently adopted are as follows:

- 1. Tax Revenue** - Tax increases will be at Vancouver's CPI rate (to maintain current programs and maintain existing infrastructure at the same level of service) plus 1.0 % towards infrastructure replacement needs.
- 2. Gaming Revenue** - Gaming revenues are designated for the capital reserves, the major capital community facility replacement program, the grants program, the Council initiatives account, and towards the cost of policing relating to gaming activities.
- 3. Alternative Revenues & Economic Development** - Any increases in alternative revenues and economic development beyond all the financial strategy targets can be utilized for increased levels of service or to reduce the tax rate.
- 4. Changes to Senior Government Service Delivery** - Any additional costs imposed on the City as a result of mandatory senior government policy changes should be identified



and added to that particular year's taxes above and beyond the CPI and infrastructure percentage contribution.

5. **Capital Plan** - Ensure that long term capital funding for infrastructure (e.g. parks, trails, facilities, roads etc.) is in place in order to maintain community liveability and generate economic development.
6. **Cost Containment** - Staff increases should be achieved administratively through existing departmental budgets, and no pre-approvals for additional programs or staff beyond existing budgets should be given, and that a continuous review be undertaken of the relevancy of the existing operating and capital costs to ensure that the services, programs and projects delivered continue to be the most effective means of achieving the desired outcomes of the City's vision.
7. **Efficiencies & Service Level Reductions** - Savings due to efficiencies or service level reductions identified in the strategy targets should be transferred to the capital reserves. Any savings due to efficiencies beyond the overall strategy targets can be utilized to reduce the tax rate or for increased levels of service.
8. **Land Management** – Sufficient proceeds from the sales of City land assets will be used to replenish or re-finance the City's land inventory. Any funds in excess of such proceeds may be used as directed by Council.
9. **Administrative** - As part of the annual budget process the following shall be undertaken:
  - all user fees will be automatically increased by CPI;
  - the financial model will be used and updated with current information, and
  - the budget will be presented in a manner that will highlight the financial strategy targets and indicate how the budget meets or exceed them.
10. **Debt Management** - Utilize a "pay as you go" approach rather than borrowing for financing infrastructure replacement unless unique circumstances exist that support borrowing.

These policies are integral to the financial decision making of the City in ensuring a long-term focus and financial sustainability.

## Present state - Where we are now:

As a result of the LTFMS and other factors, the City is on the right path and in a stronger financial position as shown by the change in the City's financial position comparing December 31, 2002 to December 31, 2016.

*Figure 3 –Financial Position Comparison*

All dollar figures are expressed in \$000's

	2016	2002 <sup>1</sup>	Change \$	Change %
<b>Financial Assets</b>				
Cash and investments	\$996,973	\$229,549	\$767,424	334%
DCC receivable	16,712	7,042	9,670	137%
Other assets	44,668	40,435	4,233	10%
<b>Total Assets</b>	<b>1,058,353</b>	<b>277,026</b>	<b>781,327</b>	<b>282%</b>
<b>Liabilities</b>				
Accounts payable and accrued liabilities	96,720	42,740	53,980	126%
DCC levies	117,597	37,290	80,307	215%
Deposits and holdbacks	72,796	7,048	65,748	933%
Deferred revenue	66,320	11,313	55,007	486%
Long-term debt	42,181	42,709	(528)	(1%)
<b>Total Liabilities</b>	<b>395,614</b>	<b>141,100</b>	<b>254,514</b>	<b>180%</b>
Net financial assets	662,739	135,926	526,813	388%
Non-financial assets <sup>2</sup>	2,173,922	922,940	1,250,982	136%
<b>Accumulated Surplus</b>	<b>\$2,836,661</b>	<b>\$1,058,866</b>	<b>\$1,777,795</b>	<b>168%</b>
<b>Accumulated Surplus<sup>3</sup></b>				
Reserves	471,846	103,087	368,759	358%
Surplus/appropriated surplus/other <sup>4</sup>	221,991	78,148	143,843	184%
Investment in tangible capital assets <sup>5</sup>	2,142,824	877,631	1,265,193	144%
<b>Total Accumulated Surplus</b>	<b>\$2,836,661</b>	<b>\$1,058,866</b>	<b>\$1,777,795</b>	<b>168%</b>

<sup>1</sup> 2002 is used as the base year as the LTFMS was implemented during 2003.

<sup>2</sup> Non-financial assets includes tangible capital assets, inventory of material and supplies and prepaid expenses.

<sup>3</sup> Accumulated Surplus includes committed amounts that are unspent at the reporting date.

<sup>4</sup> Appropriated Surplus is amounts set aside for specific purposes, future commitments or potential obligations.

<sup>5</sup> Investment in tangible capital assets represents the equity the City has in its assets. This is the depreciated value of assets less any outstanding obligations such as long term debt, capital lease or concession liability.

**Highlights of changes in Financial Position December 31, 2002 to December 31, 2016:**

- Cash and investments have increased by \$767.4 million (334%) to \$997.0 million. The majority of this increase is attributable to:
  - Increase in reserves \$368.8 million (358%)
  - Increase in liabilities \$254.5 million (180%)
  - Increase in surplus/appropriated surplus \$143.8 million (184%)
- DCC receivable has increased by \$9.7 million (137%) which is also reflected in the increase in the DCC Levies of \$80.3 million (215%) due to increased development activity.
- Deposits and Holdbacks have increased by \$65.7 million (933%) mainly due to security deposits relating to development activity.
- Deferred revenue increased by \$55.0 million (486%) mainly due to tax and utility pre-payments and deferred permit fees.
- Long-term debt has decreased by \$0.5 million (1%) to \$42.2 million, previous debt for Terra Nova land acquisition, No. 2 Road bridge construction and sewer capital works was retired and new debt for the Minoru Centre for Active Living construction was obtained in 2014 due to the low interest rate environment.
- Net financial assets increased by \$526.8 million (388%) due to the net changes in assets and liabilities.
- Non-financial assets increased by \$1.3B (136%) mainly due to increases in tangible capital assets. Note that the accounting standard for reporting tangible capital assets changed in 2009.

The financial position is one measure of the impact of the LTFMS, however there are additional measures that align to the specific points of the strategy. A simple report card was developed to track the actual results of the LTFMS in a clear and concise manner, particularly, as they relate to the ten Council established policies and Council approved targets in 2003.

## Performance Measurement

Figure 4 – LTFMS Performance Measurement Scorecard

Policy

Analysis

1. Tax Revenue

Target:

CPI + 1.0% per year in the future to be transferred to the reserves.

Year	CPI <sup>1</sup>	Base Increase	OBI	Additional Levels	Reserves	Total Increase
2003	2.4%	2.49%	0.41%	0.45%	1.00%	4.35%
2004	2.2%	2.25%	0.26%	0.76%	0.47%	3.74%
2005	2.0%	1.03%	0.22%	0.73%	0.00%	1.98%
2006	2.0%	1.75%	0.26%	0.97%	1.00%	3.98%
2007	2.0%	1.39%	0.26%	1.18%	0.82%	3.65%
2008	2.1%	1.67%	0.39%	1.86%	0.00%	3.92%
2009	2.3%	2.19%	0.32%	0.46%	0.00%	2.97%
2010	1.5%	3.34%	0.11%	0.00%	0.00%	3.45%
2011	1.5%	2.63%	0.32%	0.00%	0.00%	2.95%
2012	1.7%	1.70%	0.16%	0.12%	1.00%	2.98%
2013	2.0%	1.39%	0.36%	0.23%	1.00%	2.98%
2014	2.0%	1.53%	0.34%	0.09%	1.00%	2.96%
2015	1.0%	1.45%	0.38%	0.06%	0.00%	1.89%
2016	2.3%	0.57%	0.47%	1.07%	1.00%	3.11%
2017	2.1%	0.69%	0.70%	0.56%	1.00%	2.95%

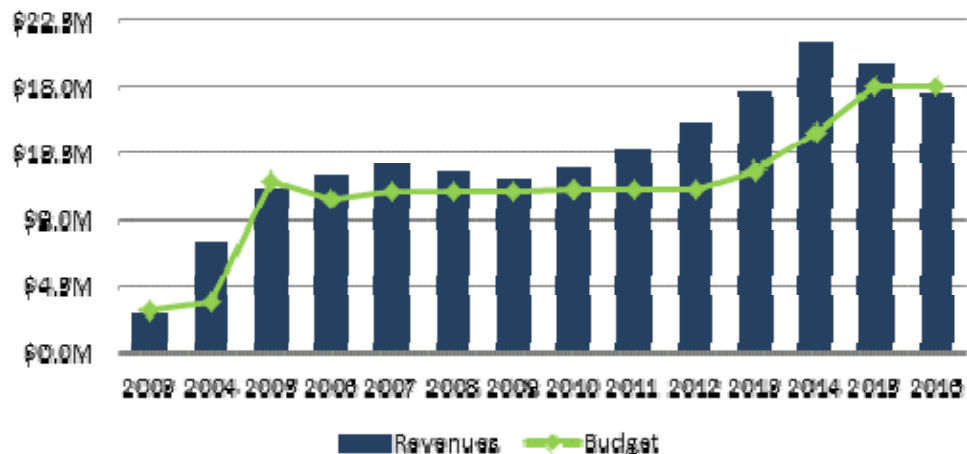
<sup>1</sup> CPI estimate used in the annual budget preparation.

- Since the implementation of the LTFMS in 2003, the tax increases (net of the transfer to reserves) have approximated the budgeted CPI increase.
- The increase to reserves was fully met or had a partial increase in over half of the years since the implementation of the LTFMS.
- In 2008 to 2011, the 1% increase for transfer to reserves was replaced by additional interest earned on the Community Legacy & Land Replacement Reserve Fund as approved by Council on July 23, 2007 in lieu of the tax increase.
- In 2015, the 1% increase for transfer to reserves was replaced by a one-time infusion from surplus gaming revenue in lieu of the tax increase.
- In 2016, 12 additional RCMP officers were funded through a reduction in the base budget across all divisions.
- In 2017, 11 additional RCMP officers and 3 municipal employees to support the RCMP were funded through an additional level increase of 0.48% in 2017 and 0.51% in 2018. At the December 12, 2016 Council meeting, \$1.0M (0.50% reduction) from the rate stabilization was applied to the base level budget.

**Policy****Analysis****2. Gaming Revenue****Target:**

Total Casino Revenue - **\$10M** per year by the 2nd year

- Gaming revenue met and has surpassed the \$10 million target since 2005, and in 2016 \$17.6 million was received, 556% greater than the 2003 figure.
- Gaming Revenue is currently used to fund capital reserves, the major capital community facility replacement program, grants, the Council Community Initiatives Account and towards the cost of policing relating to gaming activities.
- At the March 23, 2015 Council Meeting, Council approved an updated allocation model of gaming revenues effective for the 2016 budget year which included the creation of the Council Community Initiatives Account.

**City of Richmond Gaming Revenues 2003-2016****Policy****Analysis****3. Alternative Revenues & Economic Development****Target:**

Economic Development - **1.5%** per year

Year	Tax Growth	Growth %
2003	1,628,493	1.63%
2004	2,648,500	2.51%
2005	1,657,392	1.50%
2006	2,296,582	2.95%
2007	3,346,530	3.04%
2008	3,750,000	2.91%
2009	3,200,000	2.28%
2010	1,800,000	1.22%
2011	2,000,000	1.29%
2012	2,364,594	1.47%
2013	1,600,000	0.95%
2014	2,300,000	1.32%
2015	2,500,000	1.36%
2016	2,276,000	1.20%
2017	2,700,000	1.36%

- The tax base has shown growth each year since the inception of the LTFMS averaging approximately 1.8% each year over the period of 2003 – 2016



Policy	Analysis
<b>3. Alternative Revenues &amp; Economic Development (continued)</b> <div> <b>Target:</b>            Alternative revenue            - \$1M per year by the 5<sup>th</sup> year         </div>	<ul style="list-style-type: none"> <li>- There have been a number of expanded alternative revenues such as the following:               <ul style="list-style-type: none"> <li>- District energy utility revenue</li> <li>- Sports Field User Fees</li> <li>- Filming revenues</li> <li>- Expanded Pay Parking program to include street meters</li> <li>- RCMP service fees</li> <li>- Tax information fees</li> <li>- Developer fees for planning services</li> <li>- Sale of drawings/GIS data</li> <li>- Meeting room rental revenue</li> <li>- Rental/Lease revenue from bus shelters</li> <li>- New rental properties revenue</li> <li>- Microfilm revenue</li> <li>- Media Lab Program Fees</li> <li>- Sponsorship Revenue for major events</li> </ul> </li> </ul>

Policy	Analysis
<b>4. Changes to Senior Government Service Delivery</b>	<ul style="list-style-type: none"> <li>- The RCMP contract has increased at rates greater than the LTFMS policy of CPI, and are highlighted within the annual budget presentations.</li> <li>- Example, the 2017 RCMP contract increased at 2.9% (before the additional 11 officers and 3 municipal support staff) compared to the City's base level increase of 1.19% (before the \$1M reduction from rate stabilization).</li> </ul>

Policy	Analysis																																
<b>5. Capital Plan</b> <div> <b>Target:</b>            No reduction         </div>	<table> <tr> <th>Year</th><th>Capital Budget<sup>1</sup></th></tr> <tr><td>2003</td><td>39,438,000</td></tr> <tr><td>2004</td><td>45,380,000</td></tr> <tr><td>2005</td><td>115,558,000</td></tr> <tr><td>2006</td><td>113,021,000</td></tr> <tr><td>2007</td><td>172,203,000</td></tr> <tr><td>2008</td><td>166,188,000</td></tr> <tr><td>2009</td><td>72,798,000</td></tr> <tr><td>2010</td><td>160,526,000</td></tr> <tr><td>2011</td><td>93,372,000</td></tr> <tr><td>2012</td><td>88,964,000</td></tr> <tr><td>2013</td><td>139,681,000</td></tr> <tr><td>2014</td><td>204,259,000</td></tr> <tr><td>2015</td><td>167,217,000</td></tr> <tr><td>2016</td><td>146,349,000</td></tr> <tr><td>2017</td><td>122,659,000</td></tr> </table> <div> <b>\$123.2 million</b>            Average Capital Budget            2003 – 2017         </div> <div> <b>\$47.5 million</b>            Average Capital Budget            1992 – 2002         </div>	Year	Capital Budget <sup>1</sup>	2003	39,438,000	2004	45,380,000	2005	115,558,000	2006	113,021,000	2007	172,203,000	2008	166,188,000	2009	72,798,000	2010	160,526,000	2011	93,372,000	2012	88,964,000	2013	139,681,000	2014	204,259,000	2015	167,217,000	2016	146,349,000	2017	122,659,000
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<sup>1</sup> Capital Budget represents the amended capital amount from 2010 forward

- The 5 Year Capital Plan is updated annually and includes capital program costs and funding availability. The capital budgets have fluctuated over this period due to major facility construction and significant land acquisition.

Policy	Analysis
<b>6. Cost Containment</b>	<ul style="list-style-type: none"> <li>- The following are some examples of cost containment or cost recovery programs that have been implemented: <ul style="list-style-type: none"> <li>- Energy retrofit projects to reduce electricity and natural gas usage</li> <li>- Attendance manager and attendance management system</li> <li>- Tree permit revenue to offset Tree Bylaw costs</li> <li>- Accessing Grants (Joint Emergency Preparedness Program, Stimulus funds, etc.)</li> <li>- RCMP Auxiliary Program</li> <li>- Fuel management system</li> <li>- Patroller First Responder program</li> <li>- Garbage/Recycling contract</li> <li>- Development of Sidaway disposal site</li> <li>- Road Cut Program to include private utility companies</li> <li>- Use of Trenchless technology for construction purposes</li> <li>- Fire Protection &amp; Life Safety Bylaw with associated fees, fines and avenues for cost recovery</li> <li>- Delayed replacements / hirings</li> <li>- Operating expense reduction (i.e. Supplies, Contract, telephone etc.)</li> <li>- Finance and Cost Control subcommittee created</li> <li>- Service Level reviews</li> </ul> </li> </ul>

Policy	Analysis
<b>7. Efficiencies &amp; Service Level Reductions</b> <div> <p><b>Target:</b></p> <p>-0.2% per year starting in 3<sup>rd</sup> year for operating, police &amp; fire efficiencies.</p> <p>No reductions to level of service</p> </div>	<ul style="list-style-type: none"> <li>- This area is addressed annually during the budget review process. The efficiencies and service level reductions have not been isolated and identified separately.</li> <li>- The following are some examples of efficiencies: <ul style="list-style-type: none"> <li>- Retro-commissioning of existing buildings to optimize the energy use</li> <li>- Upgrade of direct digital control systems</li> <li>- Pump station power efficiencies</li> <li>- Traffic signal conversion to LED</li> <li>- Systems enhancements, AMANDA, PeopleSoft, HCM, etc.</li> <li>- Virtualizing computer servers</li> <li>- Use of real time hand held ticketing computers</li> <li>- Bylaw Adjudication System</li> <li>- LEED Fire halls</li> <li>- Scanning equipment in stores</li> <li>- Online event management system</li> </ul> </li> </ul>

Policy	Analysis
<b>8. Land Management</b>	<ul style="list-style-type: none"> <li>- The proceeds from land sales are returned to land related accounts to fund future land acquisitions. The City has been actively acquiring land over the past 10 years.</li> <li>- Since 2013, the City has been involved in over \$130 million in land transactions involving approximately 50 acres of land.</li> </ul>

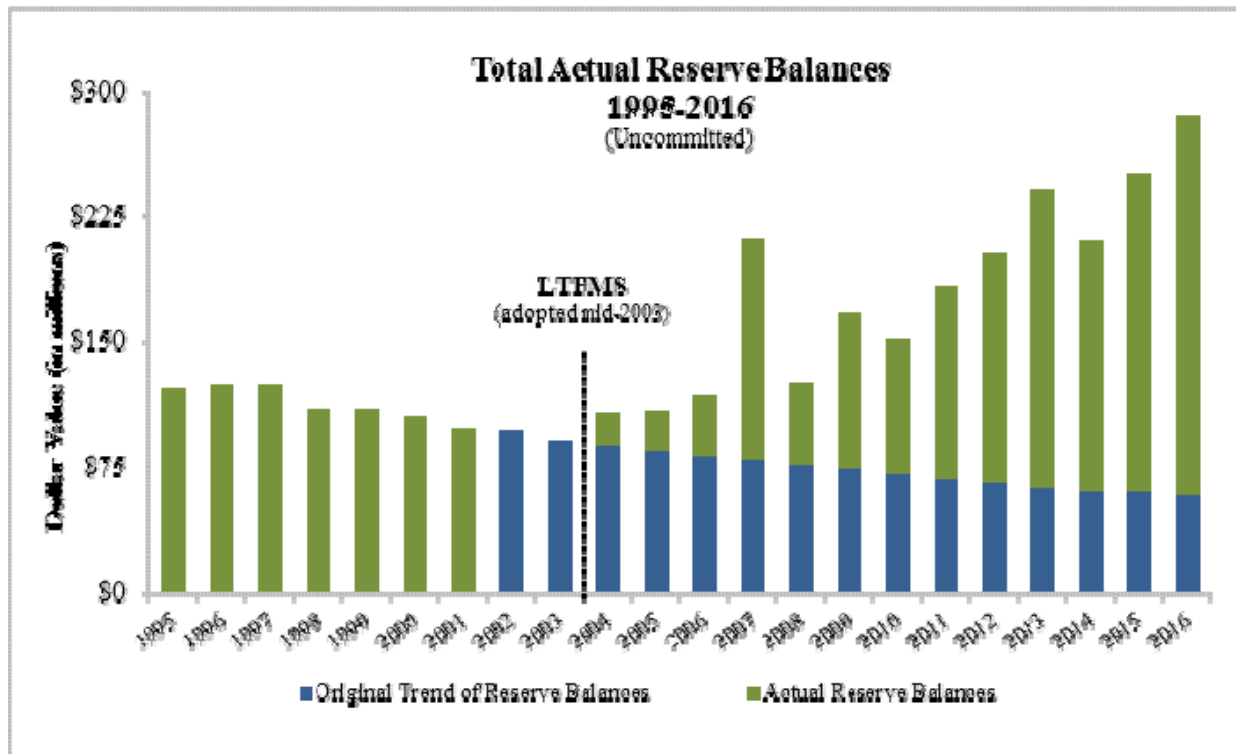
Policy	Analysis
<b>9. Administrative</b>	<ul style="list-style-type: none"> <li>- Currently where possible user fees are automatically increased by CPI on January 1st of each year by Council through the Consolidated Fees Bylaw.</li> <li>- Every year, the 5YFP is prepared and addresses the tax increase, distribution of Gaming Revenue, isolation of additional levels of service and the capital plan funding sources.</li> </ul>

Policy	Analysis
<b>10. Debt Management</b>	<ul style="list-style-type: none"> <li>- During 2014, debt in the amounts of \$50.8M was strategically obtained for the construction of the Minoru Centre for Active Living to take advantage of the low interest rate environment.</li> <li>- The debt servicing costs for the new \$50.8M debt did not increase taxes as \$5M of annual gaming revenue (formerly used to repay for the construction of the Oval) and the portion of funding that had been used to pay for the now extinguished Terra Nova debt were used to finance these costs.</li> </ul>

Overall, the City has met the requirements of the policies with the exception of alternative revenues and tax increase targets which have intermittently met the targets. Meeting the requirement of limiting tax increases to CPI (under policy 1) is beginning to place a burden on the organization as it is difficult without a corresponding reduction in services or service levels. This is particularly evident in current times with low inflation and continued escalation for community safety, infrastructure costs and committed labour agreements.

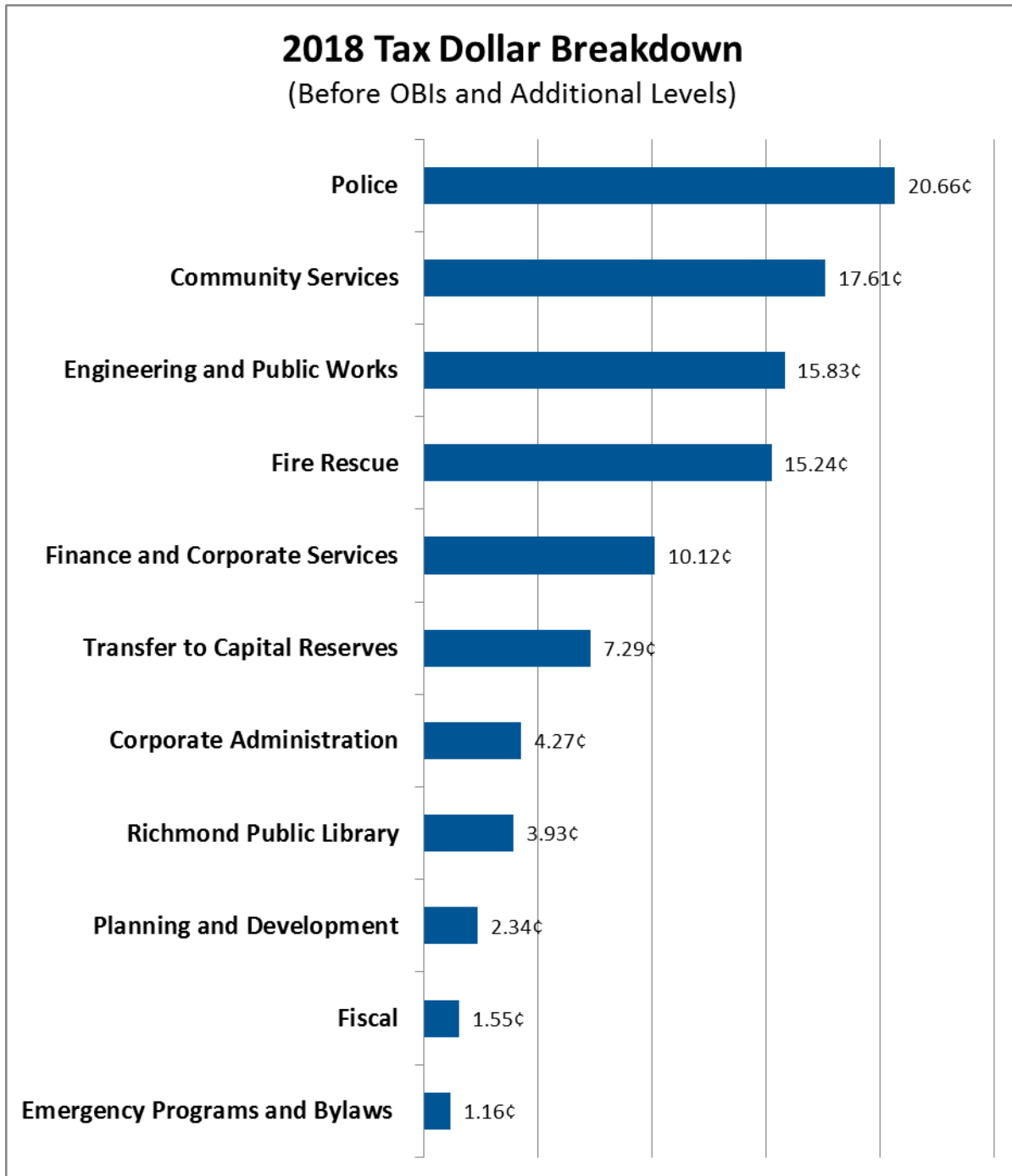
The progress that has been made to date due to the LTFMS can be measured by the increase to the reserves. The growing of the reserves was one of the initial drivers behind the creation of the LTFMS. Prior to the implementation of the LTFMS, the reserves were steadily declining as depicted by the green bars and the future reserve projections represented by the blue bars continued the decline. After the adoption of the LTFMS, the reserve balances have shown a steady increase.

Figure 5 – Actual Trend of the Reserves



The above chart shows an indication of the overall reserve balances and the increases since the adoption of the LTFMS. Though the overall reserves balances are growing, the Capital Building and Infrastructure Reserve (CBI) which is used to fund major capital facility replacement requires further review. The CBI reserve is the recipient of the 1% annual increase in transfer to reserves and has been utilized recently for partial funding towards Phase 1 of the Corporate Facilities Implementation Plan. The uncommitted balance in the Capital Building and Infrastructure Reserve (excluding the special sports sub-fund) at December 31, 2016 was \$44.1 million.

The reserves alone do not show the complete story; they must be reviewed in conjunction with asset condition ratings, ageing infrastructure reports and long-term capital requirements. Staff is currently working on the facilities replacement plan which will be a key component to the required reserve analysis.

**7. 2018 Municipal Tax Dollar**



## 8. 2018 Same Level of Service Budget Details

### All Divisions

Community Safety, Community Services (including Library), Engineering and Public Works (excluding Utilities), Finance and Corporate Services, Corporate Administration, Planning and Development, and Fiscal.

	2017 Adjusted Base Budget (Restated for Comparison)	2018 Proposed Base Budget	Change 2018 \$	Change 2018 %
<b>Revenues</b>	<b>\$(297,766,600)</b>	<b>(299,939,000)</b>	<b>(2,172,400)</b>	<b>0.73%</b>
<b>Expenditures</b>				
Labour	\$141,104,700	145,097,700	3,993,000	2.83%
Contract Services	\$65,476,700	68,382,100	2,905,400	4.44%
Operating Expenses	\$37,459,600	40,054,300	2,594,700	6.93%
<b>Total Expenditures</b>	<b>\$244,041,000</b>	<b>253,534,100</b>	<b>9,493,100</b>	<b>3.89%</b>
<b>Fiscal Expenses</b>	<b>\$48,377,700</b>	<b>52,780,700</b>	<b>4,403,000</b>	<b>9.10%</b>
<b>Transfers</b>	<b>\$5,347,900</b>	<b>905,500</b>	<b>(4,442,400)</b>	<b>(83.07%)</b>
<b>Grand Total</b>	<b>-</b>	<b>\$7,281,300</b>	<b>\$7,281,300</b>	<b>-</b>

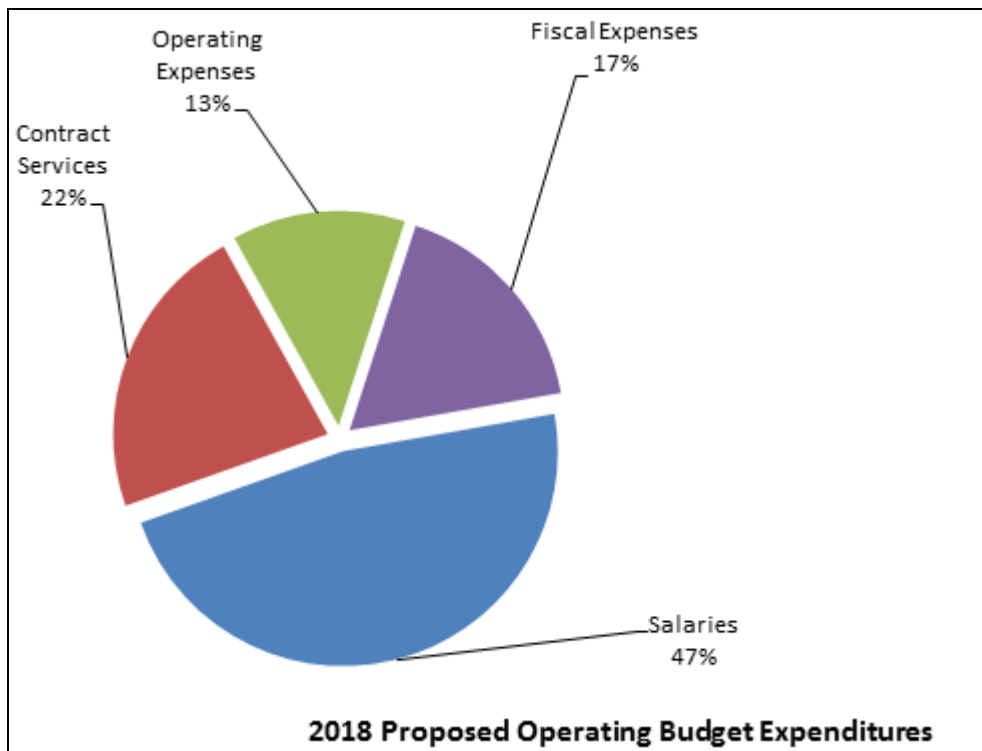
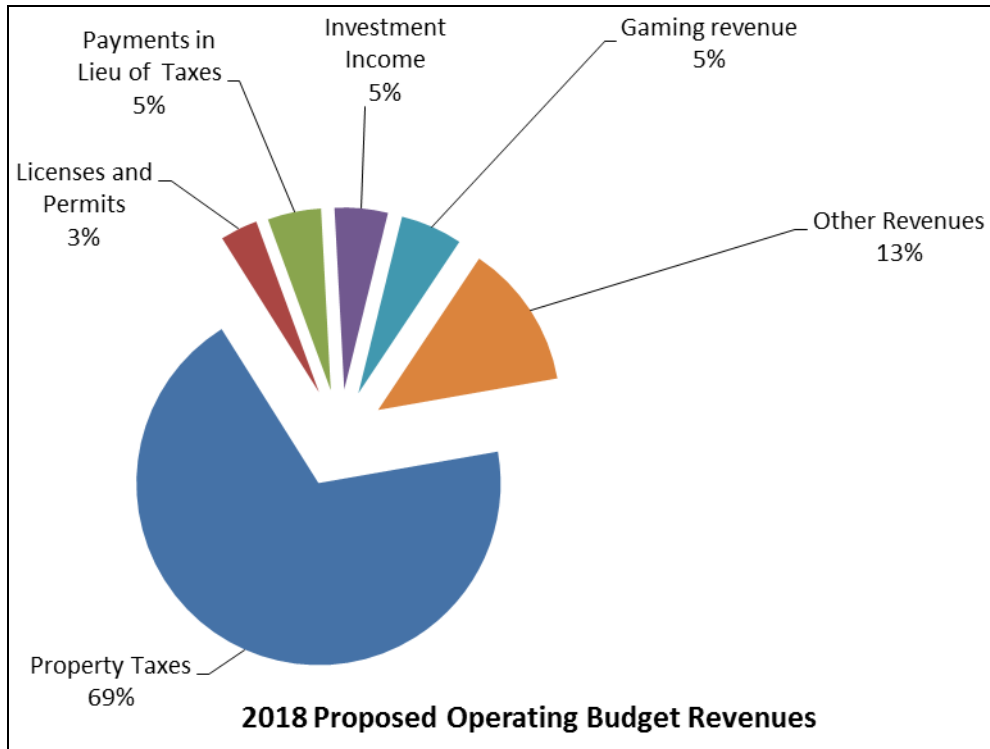
### FTE Change

	2017 FTE	2018 FTE	Change 2018 <sup>1</sup>	Change 2018 %
<b>Total</b>	<b>1,293.5</b>	<b>1,325.9</b>	<b>32.4</b>	<b>2.50%</b>

Note 1: Increase in FTE is mainly due to the increase staffing for the new Minoru Centre for Active Living

### FTE Change - Library

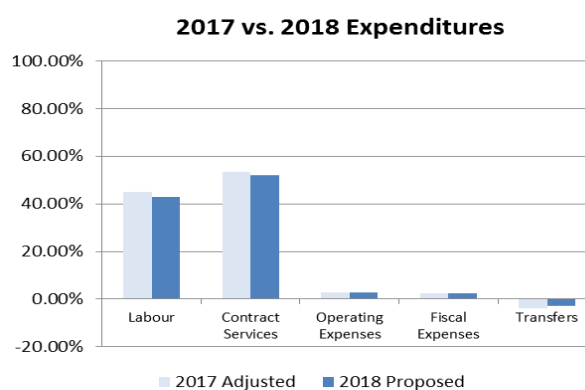
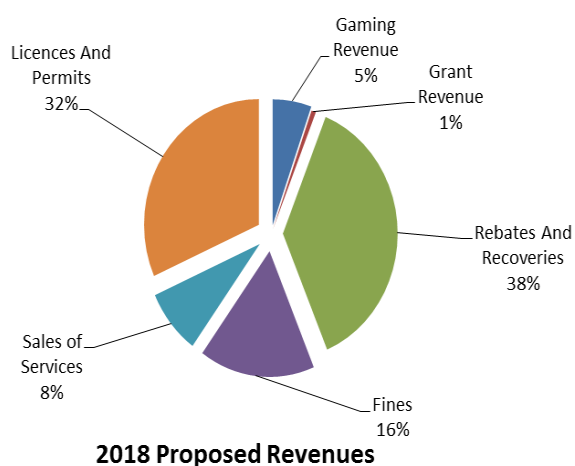
	2017 FTE	2018 FTE	Change 2018	Change 2018 %
<b>Total</b>	<b>91.2</b>	<b>91.2</b>	<b>-</b>	<b>-%</b>



## Community Safety

On May 1, 2017, the CAO announced a reorganization of the Law & Community Safety (LCS) Division and the Finance & Corporate Services (FCS) Division. The Law section was moved from the LCS Division to the FCS Division and the Business Licences section was moved from the FCS Division to the LCS Division. The LCS Division was subsequently renamed as the Community Safety Division. The City's primary community safety providers are Police (RCMP), Fire-Rescue, Emergency Programs, Business Licences, and Community Bylaws. The role of the Community Bylaws Department is to lead, assist or partner with others to ensure that the City's various bylaws are compiled with regard for the overall benefit of the community.

	2017 Adjusted Base Budget (Restated for Comparison)	2018 Proposed Base Budget	Change 2018 \$	Change 2018 %
<b>Revenues</b>	<b>(12,112,100)</b>	<b>(12,615,000)</b>	<b>(502,900)</b>	<b>4.15%</b>
<b>Expenditures</b>				
Labour	41,067,000	41,805,700	738,700	1.80%
Contract Services	48,612,300	50,791,400	2,179,100	4.48%
Operating Expenses	2,635,000	2,678,800	43,800	1.66%
<b>Total Expenditures</b>	<b>92,314,300</b>	<b>95,275,900</b>	<b>2,961,600</b>	<b>3.21%</b>
<b>Fiscal Expenses</b>	<b>2,270,700</b>	<b>2,533,400</b>	<b>262,700</b>	<b>11.57%</b>
<b>Transfers</b>	<b>(3,396,700)</b>	<b>(2,659,400)</b>	<b>737,300</b>	<b>(21.71%)</b>
<b>Grand Total</b>	<b>\$79,076,200</b>	<b>\$82,534,900</b>	<b>\$3,458,700</b>	<b>4.37%</b>



**FTE Change**

	2017 FTE	2018 FTE	Change 2018
<b>Total</b>	<b>359.2</b>	<b>359.2</b>	<b>-</b>

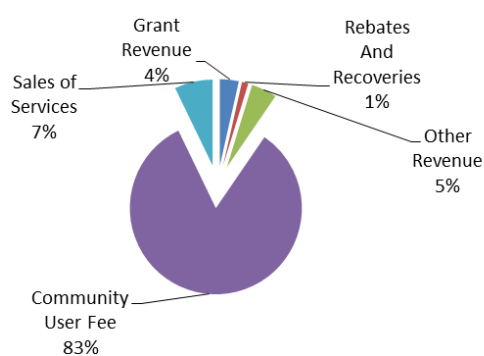
**RCMP Contract Complement (Funded)**

	2017 FTE	2018 FTE	Change 2018
Officers - Contract Strength	223.0	223.0	-
Civilian Members	2.0	2.0	-
Less: Non-Budgeted	(11.0)	(11.0)	-
Municipal Policing	214.0	214.0	-
Integrated Teams including RTIC	17.7	17.7	-
<b>Total</b>	<b>231.7</b>	<b>231.7</b>	<b>-</b>

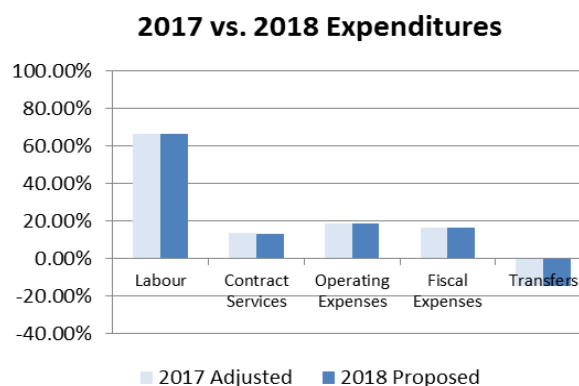
## Community Services

Coordinates, supports and develops Richmond's community services including recreation, library, arts, heritage, sports, social planning, affordable housing, diversity, youth, childcare and older adult services. Oversees City owned public facilities and the design, construction and maintenance of City parks, trails and green spaces. Works with community partners and coordinates events and filming in the City.

	2017 Adjusted Base Budget (Restated for Comparison)	2018 Proposed Base Budget	Change 2018 \$	Change 2018 %
<b>Revenues</b>	<b>(9,744,200)</b>	<b>(11,330,600)</b>	<b>(1,586,400)</b>	<b>16.28%</b>
<b>Expenditures</b>				
Labour	38,590,800	40,698,200	2,107,400	5.46%
Contract Services	7,832,500	8,215,000	382,500	4.88%
Operating Expenses	10,797,700	11,652,100	854,400	7.91%
<b>Total Expenditures</b>	<b>57,221,000</b>	<b>60,565,300</b>	<b>3,344,300</b>	<b>5.84%</b>
<b>Fiscal Expenses</b>	<b>9,453,200</b>	<b>10,014,400</b>	<b>561,200</b>	<b>5.94%</b>
<b>Transfers</b>	<b>(8,598,100)</b>	<b>(9,119,400)</b>	<b>(521,300)</b>	<b>6.06%</b>
<b>Grand Total</b>	<b>\$48,331,900</b>	<b>\$50,129,700</b>	<b>\$1,797,800</b>	<b>3.72%</b>



**2018 Proposed Revenues**



## FTE Change

	2017 FTE	2018 FTE	Change 2018 <sup>1</sup>
Community Services	382.6	414.0	31.4
Library	91.2	91.2	-
<b>Total</b>	<b>473.8</b>	<b>505.2</b>	<b>31.4</b>

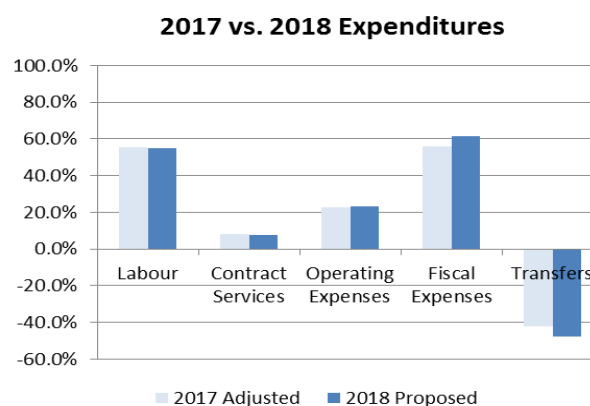
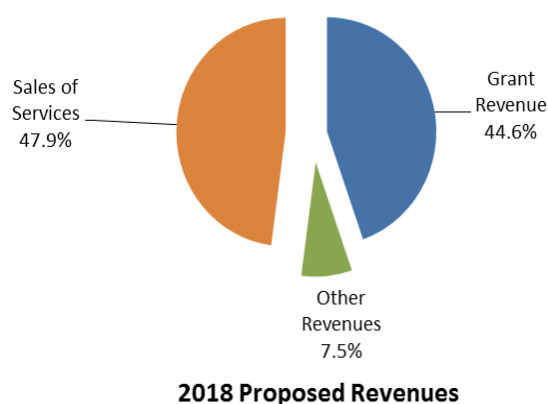
Note 1: Increase in FTE is due to the increase staffing of the new Minoru Centre for Active Living



## Engineering and Public Works (excluding Utilities)

Comprises engineering planning, design, construction and maintenance services for all utility and City building infrastructure. Responsible for dykes and irrigation system, roads and construction services, street lighting, corporate sustainability and district, corporate and community energy programs.

	2017 Adjusted Base Budget (Restated for Comparison)	2018 Proposed Base Budget	Change 2018 \$	Change 2018 %
<b>Revenues</b>	<b>(6,136,200)</b>	<b>(6,065,900)</b>	<b>70,300</b>	<b>(1.15%)</b>
<b>Expenditures</b>				
Labour	23,252,100	23,670,300	418,200	1.80%
Contract Services	3,377,600	3,326,500	(51,100)	(1.51%)
Operating Expenses	9,558,800	10,017,700	458,900	4.80%
<b>Total Expenditures</b>	<b>36,188,500</b>	<b>37,014,500</b>	<b>826,000</b>	<b>2.28%</b>
<b>Fiscal Expenses</b>	<b>23,557,500</b>	<b>26,389,100</b>	<b>2,831,600</b>	<b>12.02%</b>
<b>Transfers</b>	<b>(17,674,300)</b>	<b>(20,489,600)</b>	<b>(2,815,300)</b>	<b>15.93%</b>
<b>Grand Total</b>	<b>\$35,935,500</b>	<b>\$36,848,100</b>	<b>\$912,600</b>	<b>2.54%</b>



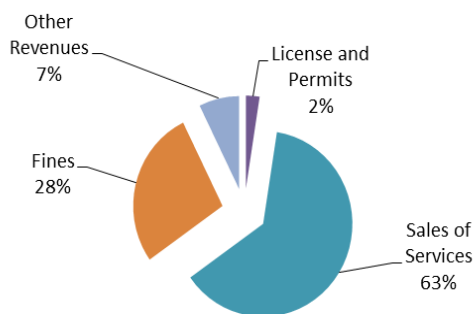
### FTE Change

	2017 FTE	2018 FTE	Change 2018
<b>Total</b>	<b>233.5</b>	<b>233.5</b>	<b>-</b>

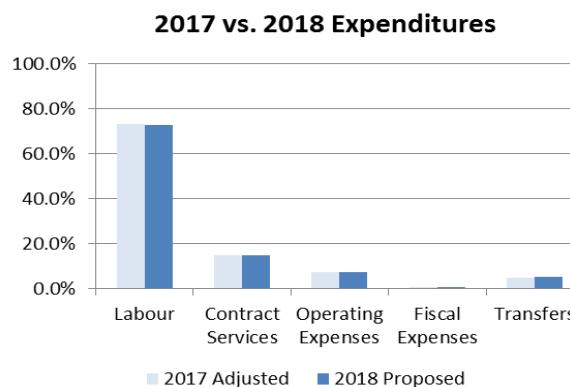
## Finance and Corporate Services

Responsible for the financial well-being of the City, through the provision of effective and reliable financial advice, services and information to Council, staff and the public, as well as through the support and fostering of a viable business community. This division includes customer service, information technology, finance, economic development, real estate services, City Clerk, administration and compliance and law. The Law Department is responsible for providing advice to City Council and staff regarding the City's legal rights and obligations.

	2017 Adjusted Base Budget (Restated for Comparison)	2018 Proposed Base Budget	Change 2018 \$	Change 2018 %
<b>Revenues</b>	<b>(616,400)</b>	<b>(606,700)</b>	<b>9,700</b>	<b>(1.57%)</b>
<b>Expenditures</b>				
Labour	17,303,400	17,595,000	291,600	1.69%
Contract Services	3,481,500	3,588,100	106,600	3.06%
Operating Expenses	1,725,900	1,766,100	40,200	2.33%
<b>Total Expenditures</b>	<b>22,510,800</b>	<b>22,949,200</b>	<b>438,400</b>	<b>1.95%</b>
<b>Fiscal Expenses</b>	<b>1,178,800</b>	<b>1,215,400</b>	<b>36,600</b>	<b>3.10%</b>
<b>Transfers</b>	<b>43,900</b>	<b>7,300</b>	<b>(36,600)</b>	<b>(83.37%)</b>
<b>Grand Total</b>	<b>\$23,117,100</b>	<b>\$23,565,200</b>	<b>\$448,100</b>	<b>1.94%</b>



2018 Proposed Revenues



## FTE Change

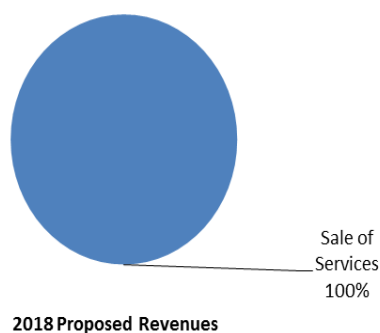
	2017 FTE	2018 FTE	Change 2018 <sup>1</sup>
<b>Total</b>	<b>159.3</b>	<b>160.3</b>	<b>1.0</b>

Note 1: New Staff Solicitor hired using existing vacant PCC and budget

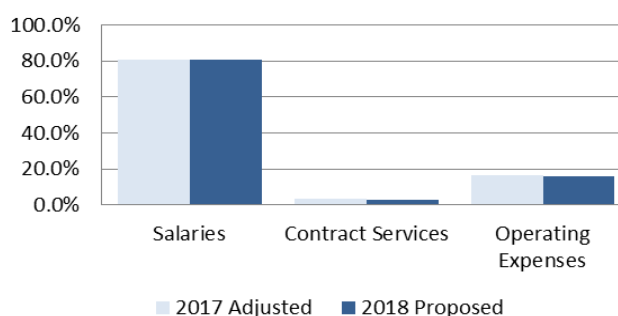
## Corporate Administration

The CAO's Office oversees the overall administration of the corporate body (business units/operations) of the City, its officers and employees. It is also home to the Corporate Planning and Programs Management Group (CPMG). CPMG and Intergovernmental Relations are responsible for research and development of corporate policy, strategic and corporate planning, intergovernmental relations, human resources, corporate communications, protocol, business advisory, special projects and coordination of interdivisional projects and initiatives. This is also where the budget for Mayor and Councillors resides.

	2017 Adjusted Base Budget (Restated for Comparison)	2018 Proposed Base Budget	Change 2018 \$	Change 2018 %
<b>Revenues</b>	<b>(5,000)</b>	<b>(5,000)</b>	<b>-</b>	<b>-%</b>
<b>Expenditures</b>				
Labour	7,841,300	8,053,200	211,900	2.70%
Contract Services	298,100	298,100	-	-%
Operating Expenses	1,599,900	1,598,700	(1,200)	(0.08%)
<b>Total Expenditures</b>	<b>9,739,300</b>	<b>9,950,000</b>	<b>210,700</b>	<b>2.16%</b>
<b>Transfers</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-%</b>
<b>Grand Total</b>	<b>\$9,734,300</b>	<b>\$9,945,000</b>	<b>\$210,700</b>	<b>2.16%</b>



2017 vs. 2018 Expenditures



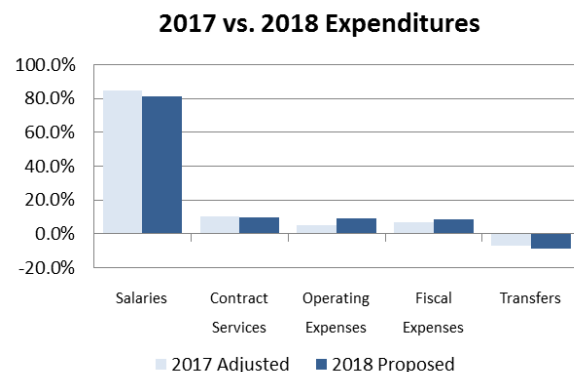
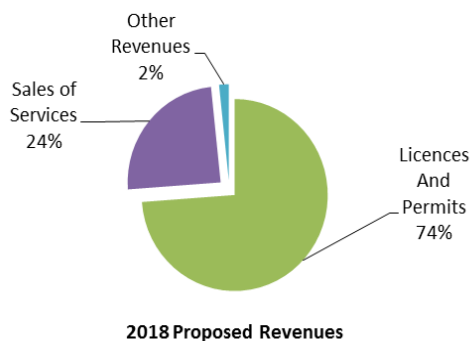
## FTE Change

	2017 FTE	2018 FTE	Change 2018
<b>Total</b>	<b>65.3</b>	<b>65.3</b>	<b>-</b>

## Planning and Development

Incorporates the policy planning, transportation planning, development applications and the building approvals departments. This division provides policy directions that guide growth and change in Richmond with emphasis on land use planning, development regulations, environmental protection, heritage and livability. These planning functions play a vital part in the City's life cycle and involve the development of community plans and policies, zoning bylaws, as well as development related approvals and permits.

	2017 Adjusted Base Budget (Restated for Comparison)	2018 Proposed Base Budget	Change 2018 \$	Change 2018 %
<b>Revenues</b>	<b>(7,310,600)</b>	<b>(8,059,400)</b>	<b>(748,800)</b>	<b>10.24%</b>
<b>Expenditures</b>				
Labour	10,763,700	10,941,700	178,000	1.65%
Contract Services	1,270,000	1,316,700	46,700	3.68%
Operating Expenses	646,300	1,252,470	606,170	93.79%
<b>Total Expenditures</b>	<b>12,680,000</b>	<b>13,510,870</b>	<b>830,870</b>	<b>6.55%</b>
<b>Fiscal Expenses</b>	<b>873,500</b>	<b>1,173,700</b>	<b>300,200</b>	<b>34.37%</b>
<b>Transfers</b>	<b>(873,500)</b>	<b>(1,173,700)</b>	<b>(300,200)</b>	<b>34.37%</b>
<b>Grand Total</b>	<b>\$5,369,400</b>	<b>\$5,451,470</b>	<b>\$82,070</b>	<b>1.53%</b>

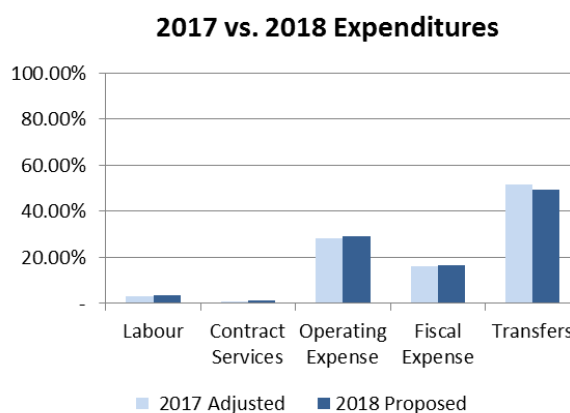
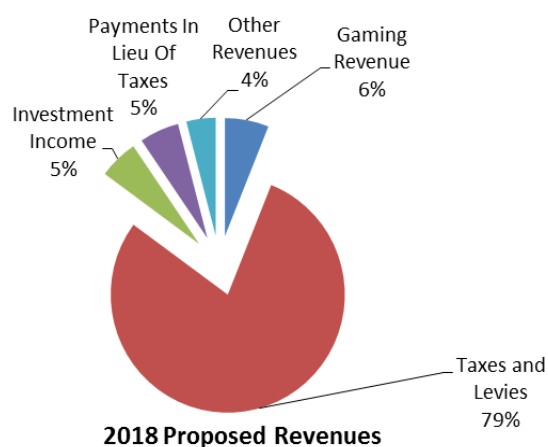


## FTE Change

	2017 FTE	2018 FTE	Change 2018
<b>Total</b>	<b>93.6</b>	<b>93.6</b>	<b>-</b>

## Fiscal

	2017 Adjusted Base Budget (Restated for Comparison)	2018 Proposed Base Budget	Change 2018 \$	Change 2018 %
<b>Revenues</b>	<b>(261,842,100)</b>	<b>(261,256,400)</b>	<b>585,700</b>	<b>(0.22%)</b>
<b>Expenditures</b>				
Labour	2,286,400	2,333,600	47,200	2.06%
Contract Services	604,700	846,300	241,600	39.95%
Operating Expenses	10,496,000	11,088,430	592,430	5.64%
<b>Total Expenditures</b>	<b>13,387,100</b>	<b>14,268,330</b>	<b>881,230</b>	<b>6.58%</b>
<b>Fiscal Expenses</b>	<b>11,044,000</b>	<b>11,454,700</b>	<b>410,700</b>	<b>3.72%</b>
<b>Transfers</b>	<b>35,846,600</b>	<b>34,340,300</b>	<b>(1,506,300)</b>	<b>(4.2%)</b>
<b>Grand Total</b>	<b>\$(201,564,400)</b>	<b>\$(201,193,070)</b>	<b>\$371,330</b>	<b>(0.18%)</b>





**9. 2018 Additional Level Expenditure Requests – RECOMMENDED**

Ref	Requested By	Description	Amount	Tax Impact
1	COMMUNITY SERVICES	<b>Richmond Animal Shelter Operations and Animal Control Services Agreement</b> On July 24, 2017, Council approved an ongoing Additional Level increase of \$247,661 to coincide with the terms of a new agreement with RAPS for the provision of animal shelter operations and animal control services.	\$247,661	0.12%
2	COMMUNITY SAFETY	<b>Sign Inspector - Business Licences</b> In 2017 the City adopted a new Sign Bylaw and approved a motion that a Full Time Sign Inspector be considered during the 2018 budget process following the 2015 Pilot Project and 2016 TFT Sign Inspector projects were deemed a success. Report to Council endorsed by Council June 12, 2017. Salary for this position will be funded from sign permit fees.	\$-	0.00%
3	PLANNING AND DEVELOPMENT	<b>Engineer-in-Training - Transportation Planning</b> The City has long been participating in the Engineer-in-Training (EIT) program to provide junior engineers hands-on skills and work experience. Transportation Engineering is an emerging field which has not had the mechanism put in place in the City. This position would expand the current EIT program. Salary for this position will be recovered from various capital projects.	\$-	0.00%
4	PLANNING AND DEVELOPMENT	<b>Project Lead - Transportation Planning</b> Increasing growth and developments now necessitate a designated staff in Transportation to manage, coordinate and administer the planning, design and delivery of various capital projects to ensure timely implementation of improvements to meet increasing travel demand of road users and ensure safety. Salary for this position will be recovered from various capital projects.	\$-	0.00%

Ref	Requested By	Description	Amount	Tax Impact
5	ENGINEERING AND PUBLIC WORKS	<b>2 Project Managers - Project Development</b> The size and complexity of the \$200M+ utility and building capital program is expected to continue growing, and exceeds staff's capacity to successfully deliver. External resources provide limited benefit and are more costly than internal staff. Salary for this position will be recovered from various capital projects.	\$-	0.00%
6	ENGINEERING AND PUBLIC WORKS	<b>2 Project Managers - Engineering Design and Construction</b> The size and complexity of the \$200M+ utility and building capital program is expected to continue growing, and exceeds staff's capacity to successfully deliver. External resources provide limited benefit and are more costly than internal staff. Salary for this position will be recovered from various capital projects.	\$-	0.00%
7	FINANCE AND CORPORATE SERVICES	<b>Staff Solicitor - Law Department</b> Request for 1 RFT Staff Solicitor. Service Level Review recommended regularizing the TFT position to reduce external legal fees, improve response time and create efficiencies. This position will be funded by the reduction in external legal fees, internal chargebacks to capital related work and existing budget.	\$-	0.00%
8	PLANNING AND DEVELOPMENT	<b>Permit Processing Clerk - Building Approval</b> Building Approvals continues to experience high volumes of building permit applications with increasingly more complex buildings to process. Construction value of issued permits in 2016 reached \$716 million, surpassing the overall average and is expected to continue in 2018. Salary will be offset by revenues from building permits.	\$-	0.00%

Ref	Requested By	Description	Amount	Tax Impact
9	PLANNING AND DEVELOPMENT	<b>Departmental Associate 4 - Building Approval</b> Building Approvals continues to experience high volumes of building permit applications and inspections. This increases the number of construction activities in the community thus creating more inquiries, meetings and consultation with developers, builders, the public and Mayor and Councillors. Salary will be offset by revenues from building permits.	\$-	0.00%
10	FINANCE AND CORPORATE SERVICES	<b>Departmental Associate 3 - Finance</b> Request for Departmental Associate 3 to assist in administrative work relating to the preparation of the Operating Budget, Capital Budget, 5 Year Financial Plan, Year End documentation and public consultations. Over the past few years, the use of an auxiliary staff for the administrative duties has increased to a level equivalent to a RFT position as reviewed by HR. The position will provide vital backup and support to Financial Planning & Analysis and Financial Reporting sections. Reallocation of resources will be used to offset the salary expense.	\$-	0.00%
<b>2018 Additional Level Grand Totals - RECOMMENDED</b>			<b>\$247,661</b>	<b>0.12%</b>

**10. 2018 Additional Level Expenditure Requests – RCMP**

Ref	Requested By	Description	Amount	Tax Impact
11	COMMUNITY SAFETY	<b>RCMP Members - General Duty (16)</b> The RCMP requests 16 RCMP officers for 2018. This recommendation was based on an external operational review and in the RCMP 3-Year Resourcing Plan as a result of community priorities, population growth and increases in the complexity of files and disclosure.	\$2,084,950	1.01%
12	COMMUNITY SAFETY	<b>RCMP Municipal Employee Support Staff - 3 Positions</b> The RCMP requests three municipal employees in various roles. This was recommended in the RCMP 3-Year Resourcing Plan as a result of an increase in calls for service, population, police officer case load and increasing investigational complexities also greatly affect municipal employee resources.	\$191,533	0.09%
13	COMMUNITY SAFETY	<b>RCMP Civilian Members - 2 Positions (Transfer)</b> As a result of bill C-42, RCMP members not appointed to a rank would be deemed as Public Service Employees (PSE). Richmond Detachment currently has two Crime Analysts that are Civilian Members. As they are not assigned a rank, they would be deemed as PSE by this Act, effective April 26, 2018. Funding will be from the reduction in the RCMP contract.	\$-	0.00%
14	COMMUNITY SAFETY	<b>RCMP Conversion of Auxiliary Municipal Staff to RFT – 5 Positions</b> Conversion of five auxiliary staff positions to regular full-time based on review of historical utilization. Positions include General Duty Watch Clerk, User/Operations Support Assistant, Transcription Clerk, Cadet Training Facilitator, and Security Clearance Specialist. Reallocation of resources will be used to offset the additional expenses.	\$-	0.00%
<b>2018 Additional Level Grand Totals - RCMP</b>			<b>\$2,276,483</b>	<b>1.10%</b>

**11. 2018 Additional Level Expenditure Requests – NOT RECOMMENDED**

Ref	Requested By	Description	Amount	Tax Impact
15	COMMUNITY SAFETY	<b>Emergency Program Neighbourhood Preparedness Program Assistant</b> The Program Assistant's primary duty is to deliver an engaging, informative and holistic workshop to the public to instill basic preparedness knowledge, survival skills and ability to respond in order to become more self-reliant for an emergency/disaster.	\$100,125	0.05%
16	COMMUNITY SAFETY	<b>Richmond Fire Rescue Vehicle and Equipment Repair and Replacement</b> Richmond Fire Rescue keeps vehicles and equipment in optimal condition and has a shortfall in the operational budget for replacement of the Personal Protective Equipment (due to inflation and exchange rates). In order to continue the current level of service RFR requires a budget increase.	\$45,500	0.02%
17	COMMUNITY SAFETY	<b>Richmond Fire Rescue Recruiting Costs</b> Recruitment costs including testing and outfitting are not identified within the current budget. Portions of the testing is paid by applicants however, RFR still incurs costs during the hiring process.	\$35,000	0.02%
18	COMMUNITY SERVICES	<b>Marketing Manager</b> A key recommendation of the Community Services 3-year Marketing Plan is the addition of a Marketing Manager to provide leadership, direction and strategic oversight, ensuring the efficient allocation of resources and implementation of effective marketing tools across the Division.	\$132,509	0.06%
19	COMMUNITY SERVICES	<b>Gateway Theatre Operating Grant Increase</b> Salaries at Gateway have fallen behind industry standards and comparable City positions. Union increases are consistently higher than CPI increases of City grant compromising their ability to attract and retain qualified staff.	\$120,000	0.06%



Ref	Requested By	Description	Amount	Tax Impact
20	COMMUNITY SERVICES	<b>Public Art Planner</b> The Public Art Planner position is currently funded from developer contributions to public art. This request is to have the position funded as part of the base operating budget.	\$119,266	0.06%
21	COMMUNITY SERVICES	<b>Child Care Program - Planner 1</b> A Planner 1 position is required to support the current City's Child Care Program and to implement the 32 actions noted in the recently adopted 2017-2022 Richmond Child Care Needs Assessment and Strategy.	\$104,160	0.05%
22	COMMUNITY SERVICES	<b>Planner 1 - Affordable Housing</b> An RFT Planner 1 is required to support the current program and implementation of the updated Affordable Housing Strategy and policy actions adopted by Council July 24, 2017; including securing housing contributions, policy work, homelessness, project coordination and working with key stakeholders.	\$99,304	0.05%
23	COMMUNITY SERVICES	<b>Curatorial Assistance</b> To manage the growing artefacts collection, programs & exhibits & sourcing of artefacts. The City's exhibits across its museums, heritage site and civic buildings are accessed by over 200,000 visitors annually. Each year there are increased expectations for new and more exhibits.	\$90,740	0.04%
24	COMMUNITY SERVICES	<b>Mapping Technician 1</b> The Service Level Review of the Community Services Division identified the need to capture parks data into GIS to improve resource management. A Mapping Technician 1 will be required in 2018 in order to properly maintain the data.	\$84,750	0.04%
25	COMMUNITY SERVICES	<b>Departmental Associate 2 - Affordable Housing</b> An RFT Affordable Housing Assistant (DA2) is required to support the current work program and implementation of the updated Affordable Housing Strategy. Monitoring of the 21 Affordable Housing policy actions, adopted by Council July 24, 2017, will require significant administrative oversight.	\$68,500	0.03%

Ref	Requested By	Description	Amount	Tax Impact
26	COMMUNITY SERVICES	<b>Art Collection</b> Funding to maintain, conserve and store the current Art Collection plus a base acquisitions budget to purchase new works.	\$53,133	0.03%
27	COMMUNITY SERVICES	<b>School Art Program Coordinator</b> Transition the School Art Program Coordinator position from a Richmond Art Gallery Association employee to City of Richmond TFT employee with a contribution (approx. \$44,000) from the Association.	\$37,811	0.02%
28	ENGINEERING AND PUBLIC WORKS	<b>Asphalt Crack Sealing</b> Most pavement damages are related to water intrusion. Crack sealing delays or prevents asphalt deterioration from occurring. Best practice recommends resealing all roads within an 8 years cycle. Lack of funding currently precludes it.	\$102,000	0.05%
29	ENGINEERING AND PUBLIC WORKS	<b>Dyke Brushing Increase</b> International standards recommend a program of systematic and continual control of vegetation. Our current budget does not allow for more than one seventh of the dyke structure to be maintained annually.	\$77,000	0.04%
30	FINANCE AND CORPORATE SERVICES	<b>Election Reserve - Increase Annual Transfer</b> In order to adequately fund civic elections, an increase of \$45,000 for the annual transfer to the Election Reserve is required (an increase from \$117,000 to \$162,000 annually). The amount will be accumulated through the election reserve and will better correspond to the cost of future elections.	\$45,000	0.02%
31	FINANCE AND CORPORATE SERVICES	<b>eNewsletter</b> Identified in the Marketing Strategy, Community Services can enhance its digital communication through the implementation of email newsletters (eNewsletters). Direct and targeted marketing efforts via eNewsletters have proven an effective and efficient method of communicating with residents.	\$30,000	0.01%

Ref	Requested By	Description	Amount	Tax Impact
32	LIBRARY	<b>Richmond Public Library - Expand Senior Services</b> Seniors depend on collections and programs both in the library and in their homes, and seek meaningful volunteer opportunities. Two specialized multilingual library positions are required to ensure seniors' wellbeing and to develop volunteers.	\$203,004	0.10%
<b>2018 Additional Level Grand Totals – NOT RECOMMENDED</b>			<b>\$1,547,802</b>	<b>0.75%</b>



# City of Richmond

## Report to Committee

**To:** Finance Committee  
**From:** Jerry Chong, CPA, CA  
Director, Finance  
**Re:** 2018 One-Time Expenditures



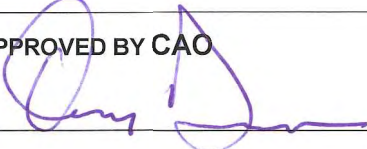
**Date:** November 29, 2017  
**File:** 03-0985-01/2017-Vol  
01

### Staff Recommendation

That the recommended one-time expenditures totalling \$1,449,774 as outlined in Attachment 1 of the 2018 One-Time Expenditures staff report, be approved and included in the 5 Year Financial Plan (2018 – 2022).

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

Att. 2

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
CONCURRENCE OF SMT	INITIALS: 
APPROVED BY CAO 	

## Staff Report

### Origin

One-time expenditure requests are typically non-recurring items for consideration over and above the base annual budget. Council established a Rate Stabilization Account (RSA) to provide funding for such requests without a tax impact. Each year, once the City's accounts from the prior year are finalized, any arising surplus is transferred into the RSA. The funds can be used to help balance the budget in order to minimize any tax increases or to offset any one-time expenditure requests.

Any approved one-time expenditure requests will be included in the 2018 - 2022 5 Year Financial Plan (SYFP).

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

*Maintain the City's strong financial position through effective budget processes, the efficient and effective use of financial resources, and the prudent leveraging of economic and financial opportunities to increase current and long-term financial sustainability.*

- 7.1. Relevant and effective budget processes and policies.*
- 7.2. Well-informed and sustainable financial decision making.*
- 7.3. Transparent financial decisions that are appropriately communicated to the public.*
- 7.4. Strategic financial opportunities are optimized.*

### Analysis

For 2018, there are nine one-time expenditure requests totalling \$2.0 million. Senior Management Team (SMT) and the CAO conducted a thorough review and prioritized each request using established ranking criteria. Only high priority requests are recommended.

Major Events funding for 2019 has not been included in the one-time requests as staff will be bringing a report concerning Major Events 2019 in the new year after consultation with the event steering committee. However, it might be appropriate for Council to allocate up to \$2.0M at this time, which could then be further refined upon approval of the program. These funds will not be accessed without further approval from Council.

If any one-time expenditure requests are approved by Council, the respective expenditure will be included in the 5 Year Financial Plan (2018 - 2022). There is no tax impact from any of the proposed requests as they will be funded from the RSA which has a balance of approximately \$20.3 million as of September 30, 2017.



### One-Time Expenditure Requests

Table 1 shows the summary of the one-time expenditure requests:

**Table 1 – One-Time Expenditure Requests Summary**

<b># of One-Time Expenditures Requested</b>	<b>Recommended Amount (In \$000s)</b>	<b>Not Recommended Amount (In \$000s)</b>	<b>Total (In \$000s)</b>
<b>9</b>	<b>\$1,450</b>	<b>\$563</b>	<b>\$2,013</b>

Table 2 presents a summary of the recommended amounts all of which are in support of Council's 2014-2018 Term Goals.

**Table 2 – Recommended One-Time Expenditures Summary**

<b>Council Term Goal</b>	<b>Recommended Amount (In \$000s)</b>	<b>Reference Numbers (Attachment 1)</b>
Vibrant Programs	\$195	4, 6
Well-Planned Community	\$100	5
Quality Infrastructure	\$225	2
Strong Financial Stewardship	\$930	1, 3
	<b>\$1,450</b>	

Attachments 1 and 2 provide a brief description of all one-time expenditure requests with recommendations and non-recommendations respectively provided by SMT and the CAO. Council may change any of the recommendations or may choose to address other one-time funding needs.

### Capital Project Requests

In addition to the one-time expenditure requests, there were items considered in the capital process but not recommended in the 2018 Capital Budget due to funding constraints and other priorities. Ten capital projects totalling \$8.0M has been recommended for Council's

consideration to be funded by RSA or a combination of capital funding and RSA. The capital projects are listed as follows:

- City Hall Annex Renovations - \$2.0M
- No. 4 Road Reconstruction from Blundell Road to Granville Ave - \$1.8M
- Citywide Street Light Replacement and Sidewalk Repair Program - \$1.1M
- Minoru Park Cultural Precinct Site Improvements - \$0.8M
- 2018 Digital Strategy Implementation - \$0.5M
- South Arm Boiler Replacement and Domestic Water Repiping - \$0.5M
- Thompson Community Centre Heat Pump Replacements - \$0.4M
- Public Works Minor Capital - Roads - \$0.3M
- Bridge Rehabilitation Program - \$0.3M
- Public Works Minor Capital - Traffic - \$0.3M

Details of each individual capital project are included in the 2018 Capital Budget Report.

### **Financial Impact**

The recommended \$1,449,774 one-time expenditure requests are to be funded from the Rate Stabilization Account with no tax impact. This recommended amount will be included in the 5 Year Financial Plan (2018 - 2022), should they be approved by Council.

### **Conclusion**

One-time expenditure requests were reviewed and prioritized by SMT and the CAO. The high priority requests in the amount of \$1,449,774 as summarized in Attachment 1 are recommended to be approved and included in the 5 Year Financial Plan (2018 – 2022).



Mike Ching, CPA, CMA  
Manager, Financial Planning and Analysis  
(604-276-4137)

MC:mc

- Att. 1: One-Time Expenditure Requests – RECOMMENDED  
2: One-Time Expenditure Requests – NOT RECOMMENDED

## 2018 One-Time Expenditure Requests - RECOMMENDED

Ref	Requested By	Description	Net Request	SMT Recommended Amount
1	ENGINEERING AND PUBLIC WORKS	<b>Replenish Sanding and Salting Provision</b> The severe, extended winter conditions resulted in the need for significant operational response to deliver maximum service levels and provide driver and public safety on City roads.	\$800,000	\$800,000
2	COMMUNITY SERVICES	<b>Parks Strategic Ageing Infrastructure Replacement Plan</b> The Parks Ageing Infrastructure Replacement Plan will be a long-term plan for the replacement of parks infrastructure, ensuring that levels of service are sustained and maintenance costs are not adversely impacted by the need for emergency repairs. The Plan will be used to establish priorities and will provide the direction for annual Capital requests to allow for the timely implementation of infrastructure replacement projects. The objective of the Plan is to shift from project planning based on the five year capital funding process to a more systematic and consistently funded approach.	\$225,000	\$225,000
3	FINANCE AND CORPORATE SERVICES	<b>Election Reserve - One-Time Top-up</b> In order to provide the same level of service for the 2018 civic election, a one-time top-up of \$130K to the Election Reserve is required in 2018 to provide the same level of funding as the previous election. The overall budget reflects past and growth-related election costs.	\$130,000	\$130,000
4	COMMUNITY SERVICES	<b>Recreation Fee Subsidy Program - Administrative Support and Promotion</b> The updated Recreation Fee Subsidy Program will require funding for 1) auxiliary staff and promotional resources and 2) contingency fund in case the number of applications is higher than anticipated. Ongoing funding will be requested after operational need has been assessed.	\$117,824	\$117,824

2018 One-Time Expenditure Requests - RECOMMENDED				
Ref	Requested By	Description	Net Request	SMT Recommended Amount
5	FINANCE AND CORPORATE SERVICES	<b>City's Industrial Land Intensification Initiative</b> Funding in the amount of \$100,000 is required to retain consulting expertise to support the City's Industrial Land Intensification Initiative - a review and update of City policies towards better utilization of the City's industrial lands to meet long-term City objectives and industry needs.	\$100,000	\$100,000
6	LIBRARY	<b>Richmond Public Library - Book Vending Technology at Hamilton</b> Innovative library book vending technology will provide Hamilton residents with daily access to broader library collections during the community centre open hours. This technology could act as a proof-of-concept service that could be expanded to other neighbourhoods across our community.	\$76,950	\$76,950
2018 One-Time Expenditures Total - RECOMMENDED			\$1,449,774	\$1,449,774

## 2018 One-Time Expenditure Requests – NOT RECOMMENDED

Ref	Requested By	Description	Net Request	SMT Recommended Amount
7	COMMUNITY SERVICES	<p><b>Enhanced Hours and Programming for Steveston Heritage Sites: Britannia, Tram, Steveston Museum</b></p> <p>Destination Enhancement for Steveston: ensure heritage facilities (Britannia, Tram, Steveston Museum) are valued destinations for residents and visitors 7 days per week, year round. Programming designed for attracting visitors and residents. Staffing to 2017 level of service.</p> <p>The Britannia Feasibility Study is currently underway and the CAO has initiated a service level review, future funding will be subject to completion of both.</p>	\$303,093	-
8	COMMUNITY SERVICES	<p><b>History of Richmond Film</b></p> <p>Richmond's 140th birthday is in 2019. This is an ideal time to create a series of short 3- to 5-minute videos to tell our City's stories. The videos can be stitched together into one longer presentation. Specific stories can be used by educators and be made available on the Museum's website.</p>	\$200,000	-
9	COMMUNITY SERVICES	<p><b>London Heritage Farm Master Plan</b></p> <p>London Farm site is one of the earliest farm sites in Richmond. It is actively used today for events, programs, rentals and museum and park users. The last plan for the site was developed in 1982. This is an opportunity to develop a vision for the site and implementation plan.</p>	\$60,000	-
2018 One-Time Expenditures Total – NOT RECOMMENDED			\$563,093	\$-



Good evening Your Worship Mayor Brodie and Council members, my name is Lynda Parsons – I reside at 2491 No. 8 Road which is only accessible off of River Road.

Thank you for this opportunity to address you with regards to the installation of an additional 20 speed humps, bringing the total number of speed humps to 26 on River Road between No. 7 Road and Westminster Highway.

I realize that you may be wondering why this project proceeded to this point with no pushback from those who are opposed to the speed humps prior to the approval on September 25, 2017, and I will do my best to enlighten you.

Some of the residents who will be impacted were never notified, even though Staff informed council at the June 26, 2017 Council Meeting that “We will actually send out letters to every single business and residents that would be affected by the proposed speed humps”

In addition, those who were notified were informed in a letter dated July 17, 2017, that “Should there be support for the installation of the proposed speed humps, the City will proceed with the installation of the vehicle speed humps as per the aerial sketch in Attachment 1”.

A follow-up letter to update those who received the original survey was conveniently sent out on September 13, 2017 **page 40** advising the residents that 60% opposed the installation of speed humps. I say “conveniently” because this is just prior to the Committee Meeting and Council Meeting where the speed hump installation would be approved. Because we live in a democracy, why would anyone opposed to the speed humps ask to address the issue at either meeting when they have just been informed that there was not support, and so logically concluded that speed humps would not be installed.

No other safety measures have been attempted even though at the September 25, 2017 City Council Meeting at 17:44 Councilor McPhail asked:

“Thank you to staff for the work that has been done to address this. I do have a question your Worship through you to staff. I know the recommendation is to look at speed humps. I’m just wondering are there other road treatments or other measures that we’ve looked at – it just seems speed humps and just wondering about that”

Staff response at 18:10:

“Your Worship you may recall that actually council approved a whole package of other traffic safety improvements including changing some of the double yellow line to a dash yellow line so that vehicles can pass cyclists safely as well some of the share the road sign would reflect more up to date national standards to clearly give some guidance to drivers as well as cyclists as to how to behave when encountering each other in the same lane.”

The “safety enhancements” can be seen at **page 9**

None of these are “safety enhancements” – changing one sign that cyclists do not obey for a similar one does nothing to enhance safety – the yellow lines were re-painted this summer exactly as they were – I have not seen any “caution” signs to alert drivers to increased cycling activity more effective would be “caution no shoulder” signs to alert drivers that cyclists cannot get off of the road, and automobiles cannot pull off of the road to allow emergency vehicles to pass – removing the “cat’s eye road markers is the exact opposite of a “safety enhancement” as these are in place to highlight the edge of the roadway and center line in foggy conditions at **page 13** I have provided information on “Solarlite Road Markers” which are similar to Cat’s Eye Markers in that they advise of the road lines, but differ from Cat’s Eye Markers in that they do not rely on the headlight of the vehicle to illuminate. This type of marker would make the road lines visible to motorists as well as cyclists who must ride at night or in foggy conditions.

The only measure that seems to be proceeding is the speed hump installation. We noticed survey stakes along River Road and were informed that they are for the speed humps. This is how we heard of this project – not by notification from the City of Richmond.

The implementation and installation of speed humps is a complex process that should be thoroughly researched and discussed – far more than can be addressed in the time that I am allotted tonight. I have provided each of you with a document containing some of my findings. I would be happy to discuss any of it further at your convenience. I would, however, like to highlight some of what is included tonight.

I am aware that the speed humps have been redesigned as speed cushions but I will refer to these as speed humps, as this is what was initially presented.

A Study by Iowa State University on speed humps can be found at **page 20** of the document that I have provided to you. In this document at **page 23** I have highlighted the following findings from this study:

Installing street humps is not a small project nor does it have a small impact. Nothing should be implemented, or even considered, unless there is strong urging from residents along the affected roadway. Even then, there are a number of things that should be evaluated and implemented before installation.

1. Traffic engineering studies of the area need to be done to determine if the path in question is a good candidate for speed humps utilizing the criteria mentioned earlier. These studies include safe sight distance, pedestrian activities, vehicle classification, traffic count, speed studies. Current land use, school routes, "as built" plans, other control devices, and stop sign compliance should also be examined.

2. If the traffic engineering studies show that there is a prevailing problem, the next step should be to enforce existing laws and ordinances regarding speed limits, revising them if necessary.

3. The third strategy is to educate residents on the causes of the speed problem and the potential solutions to it. They should be well informed on the advantages and disadvantages of each possible solution. This can be done in a number of ways including town meetings, flyers, posters, and door to door education.

4. Installation of traffic control devices, including regulatory, warning, and guide signs, in conformance with the Manual on Uniform Traffic Control Devices, is the next step.

5. Consider legal liability. Review the current laws and regulations regarding speed humps. Courts have held the installing agency liable for damage and personal injuries resulting from speed humps.

6. If none of the above strategies alleviates the speed problem, then speed humps should be considered. The plan, however, should not be implemented until other alternatives have been explored, all groups affected are informed and/or consulted concerning the matter, and traffic engineering studies have been conducted and conclude that there is a need for speed humps.

I question that any actual research into the traffic situation on River Road has been done – no traffic volume or speeding data, no research into the actual impact of speed humps - from what I can see from Staff documents the only “research” is to consult with cycling groups. This might be sufficient if we were dealing with a dedicated, taxpayer supported cycling lane, but we are not – we are dealing with a road that is used by residents as their only access.

On November 7, 2017 and again on November 14, 2017 I asked Staff for data results that they have with respect to the number of vehicles that use River Road and the number of speeding tickets that have been issued, including the number of speeding tickets in the 30k zone. I was told that I would receive this information “by the end of the week” – On December 4, 2017 my answer to this was provided as July 2011 traffic volume, and that to date in 2017 there have been 13 speed related violations.

To advise that there have been 13 speed related violations issued in 2017 to date means nothing without the complete picture of the actual traffic volume – if only 20 cars had travelled and 13 of those received speed related tickets it would indeed be alarming, however, using the 2011 vehicle count of 2,660 vehicles per day X 338 days = 899,080 this is .0014% of drivers speeding – not so alarming!

If analysis was done to determine that speed is the major concern, current information should be readily available, which leads me to believe that it is Staff’s perception that speeding is the major issue based on feedback from the cycling community. I do not see anything that confirms that staff has done a thorough analysis – consulting with cycling groups does not, in my opinion, qualify as an analysis.

A report dated August 22, 2017 to the Public Works and Transportation Committee and subsequently to City Council at the September 25, 2017 council meeting was penned by Joan Caravan, Transportation Planner. In this document Ms. Caravan concluded at **page 35**

“Although 60% of the survey responses indicated non-support for the proposed speed humps, the reasons cited for the opposition were found by staff to be primarily based on personal perceptions. Staff assessment was based on technical analysis prior to developing the recommendation.”

Where is the “technical analysis” that staff performed?

I am a proud Canadian - born here and lived my entire life here. I am thankful every single day for all of the brave men and women who have stood for us, some of whom paid the ultimate price for our freedom and right to vote. In the democratic society that we live in, when a vote is taken and 60% say “NO” it is appalling that their democratic right is removed, and justified by saying the reason for saying “NO” is based on personal perceptions.

Every person that I have spoken to that received the letter dated September 13, 2017 **page 40** advised me that the City informed them that the speed humps were not being put in – both those who were in favour and those who were not – because we live in a democracy and the letter advised that 60% opposed.

Had your letter stated - “Although 60% of the survey responses indicated non-support for the proposed speed humps, staff decided that your vote doesn’t matter and so we are going ahead and install the speed humps” the concerned residents who had their democratic right stripped would have had the opportunity to contact the City prior to the proposed speed humps being approved.

Aside from the fact that people were stripped of their democratic right, and this justified by saying that the concerns are “personal perceptions” is just wrong.

On page 3 of Ms. Caravan’s report **page 33** the concerns of the residents were:

“Inconvenience, increased noise, wear to vehicles, safety of the speed humps and effectiveness to reduce motorists’ speed.”

The concerns are not “personal perceptions” – they are real. I have reviewed these real concerns at **page 41** of my report to you. As well, Ms. Caravan was a guest speaker to the Delta Hub Committee on November 3, 2016 **Page 52 & 53**

In this presentation to the Delta Hub Committee at pages 3 and 4, Ms. Caravan stated:

Farm roads

- Richmond has a similar network of farm roads to Delta (particularly in the east).
- Nowadays, ditches aren’t infilled; rather, the municipality has acquired property to relocate ditches where paths need to be built (i.e. the pathway from Nelson east).
- Traffic calming measures on farm roads (as elsewhere) require approval from all the adjacent residents. In several cases, individuals have opted not to have traffic calming measures on the rural roads (vibrations can be louder with speed bumps).

This shows that the resident’s concerns are not merely perceptions, and City of Richmond Staff are aware that vibrations from the speed humps cause increased noise. I would also like to see research into the effect of increased vibration caused by speed humps on the integrity of the dike that River Road sits upon. Should this section of the dike fail whose responsibility will it be?

In addition, an excerpt from a website- [legacy.abd.org.uk/topics/speed\\_humps.htm](http://legacy.abd.org.uk/topics/speed_humps.htm) states: **page 41**

Speed humps are fundamentally ineffective.

- Depending upon the vehicle and the hump design, going over a hump at a higher speed may cause less discomfort than a lower speed.
- Sergeant Mike Peck, a Police officer from Humberside (or should that be Humperside!) boasted that his new Subaru Impreza patrol car could 'skim' speed humps at 70 mph!

People who have not taken the time to educate themselves on the ineffectiveness and resulting impacts of speed humps conclude that because we do not want speed humps we want to speed. This cannot be further from the truth - it is the impact of speed humps that I have reviewed and enclose within that are at issue. Speed humps negatively impact drivers, their passengers, the environment as well as the residents. I wonder what the proponents would think if they were having a heart attack or their house was ablaze and they can do nothing but listen to the siren of the slowly moving firetruck as it slowly traverses over the multiple speed humps.

Details of some of the impact of speed humps can be found at **pages 41 to 46** – a summary of some of these are:

- They impede emergency vehicles – each speed hump slows the response of a firetruck by up to 10 seconds.
- Police and Ambulance response time is impacted as well as the ability of the paramedic to administer life saving measures on route to the hospital.
- Can cause serious disabilities. In addition, people with disabilities and certain health issues experience increased pain and discomfort when travelling over speed humps.
- There is increased wear on vehicle components such as tires and shock absorbers
- Property Devaluation
- Water pooling on the road would increase with speed humps which could cause automobiles to lose control at any speed. – photos at **page 66** indicate the pooling that occurs now. While we are looking at this photo, I would like you to note the lack of maintenance on the existing speed humps – the humps are to be painted with markers and as you can see this (and others) are now free of said markings. If the existing 6 speed humps cannot be properly maintained how can an additional 20?
- Increase in vehicle emissions and fuel consumption.
- Cause noise pollution.
- Cause vibrations that could be detrimental to nearby properties as well as the road itself.
- Cause distraction for drivers.
- Can cause death or injury

I reviewed the ICBC crash map and compiled data for the available time period of 2011 – 2015 and found that although the staff report dated June 6, 2017 indicated that there were 94 crashes, **page 8** there were in fact 100. – another indication in my opinion as to the lack of attention to detail by staff My spreadsheet can be seen at page **page 68**

60 crashes were between No.6 and No 7 Roads – so not where speed humps will be installed.

8 were at No. 7 Road – so not where speed humps will be installed.

16 were at Westminster Highway - so not where speed humps will be installed.

The total number of crashes that occurred in the area of the existing and proposed speed humps is 16 with 11 being property only damage and 5 injury or death. This map does not distinguish between the severity of the crash for example I know that at least 1 was because a driver turned to short and drove off of the driveway into the ditch.

I also reviewed the crash data for the 2.4 kilometer stretch of Gilbert Road as this was referenced to the application of speed humps and found that there were 9 crashes on this much shorter road after the installation of speed humps. Not shown on the ICBC crash map was a crash that occurred October 28, 2014 – photo at **page 69** clearly speed was not controlled by the speed humps.

I have enclosed a copy of a document written by Ronald Bowman, a scientist in Boulder, Colorado who developed an analysis to compare the risks delay to emergency response relates to calming devices. at **page 60** Mr. Bowman advises that “10 lives are predicted to be lost, over time, for each one saved”

At the September 25, 2017 City Council Meeting the installation of 20 additional speed humps along River Road between No.7 Road and Westminster Highway was approved based, I believe, on incomplete information provided, and further analysis of the appropriateness of speed humps on River Road should be undertaken.

Speed humps are not the answer – there are many other safety enhancements that can be implemented that will be much more effective than speed humps.

It is my request to you this evening, Your Worship Mayor Brodie and Councilors, that you reverse your approval of the installation of 20 additional speed humps, and place a moratorium on future installation of additional speed humps on River Road until such time that actual research can be done and real alternate measures be attempted and the effectiveness of alternate measures analyzed and assessed.

Thank you.





**Alexandra District Energy Utility Bylaw No. 8641  
Amendment Bylaw No. 9777**

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 deleting Schedule C (Rates and Charges) in its entirety and replacing with a new Schedule C attached as Schedule A to this Amendment Bylaw.
2. This Bylaw is cited as “**Alexandra District Energy Utility Bylaw No. 8641, Amendment Bylaw No. 9777**”.

FIRST READING

NOV 27 2017

SECOND READING

NOV 27 2017

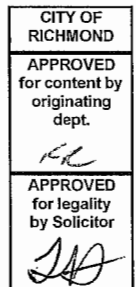
THIRD READING

NOV 27 2017

ADOPTED

\_\_\_\_\_  
MAYOR

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



**Schedule A to Amendment Bylaw No. 9777*****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 \$0.094 per square foot of Gross Floor Area, and a monthly charge of \$1.266 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 \$4.049 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) Volumetric charge – a charge of \$72.38 per megawatt hour of Energy returned from the Heat Exchanger and Meter Set at the Designated Property calculated on each of (i) an energy use of 2644 MWh per annum ("Basic Supply Amount"), and (ii) any energy use in excess of the Basic Supply Amount.*



**Oval Village District Energy Utility Bylaw No. 9134  
Amendment Bylaw No. 9778**

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 D (Rates and Charges)** of the Bylaw in its entirety and replacing it with a new Schedule D as attached as Schedule A to this Amendment Bylaw.
2. This Bylaw is cited as "**Oval Village District Energy Utility Bylaw No. 9134**".

FIRST READING

NOV 27 2017

SECOND READING

NOV 27 2017

THIRD READING

NOV 27 2017

ADOPTED

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

\_\_\_\_\_  
MAYOR

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

**Schedule A to Amendment Bylaw No. 9778**

**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 \$0.0515 per square foot of gross floor area;  
and
- (b) volumetric charge – a monthly charge of \$31.721 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 \$0.15 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.



**Richmond Zoning Bylaw 8500  
Amendment Bylaw 9680 (RZ 16-741423)  
9760 Sealily Place**

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

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

P.I.D. 003-653-871

Lot 297 Section 25 Block 4 North Range 6 West New Westminster District Plan 42425

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9680"**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

**FEB 27 2017**

**MAR 20 2017**

**MAR 20 2017**

**MAR 20 2017**

**DEC 04 2017**

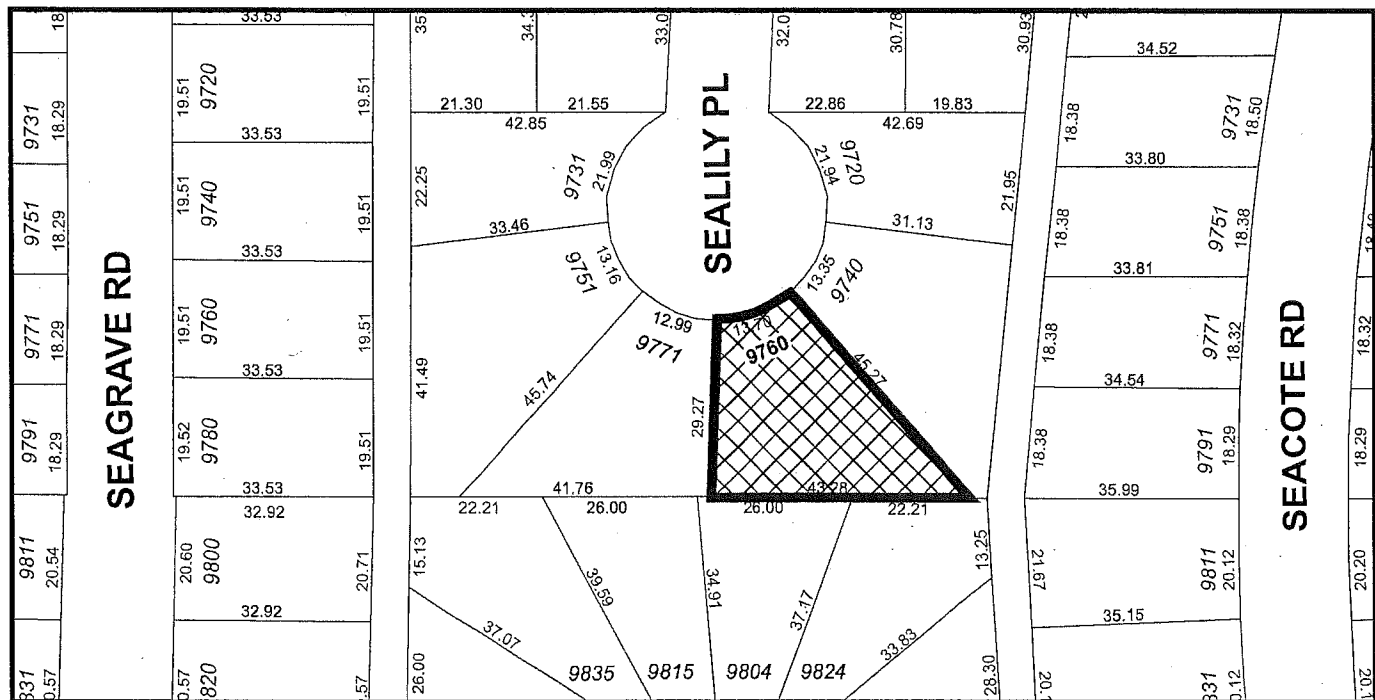
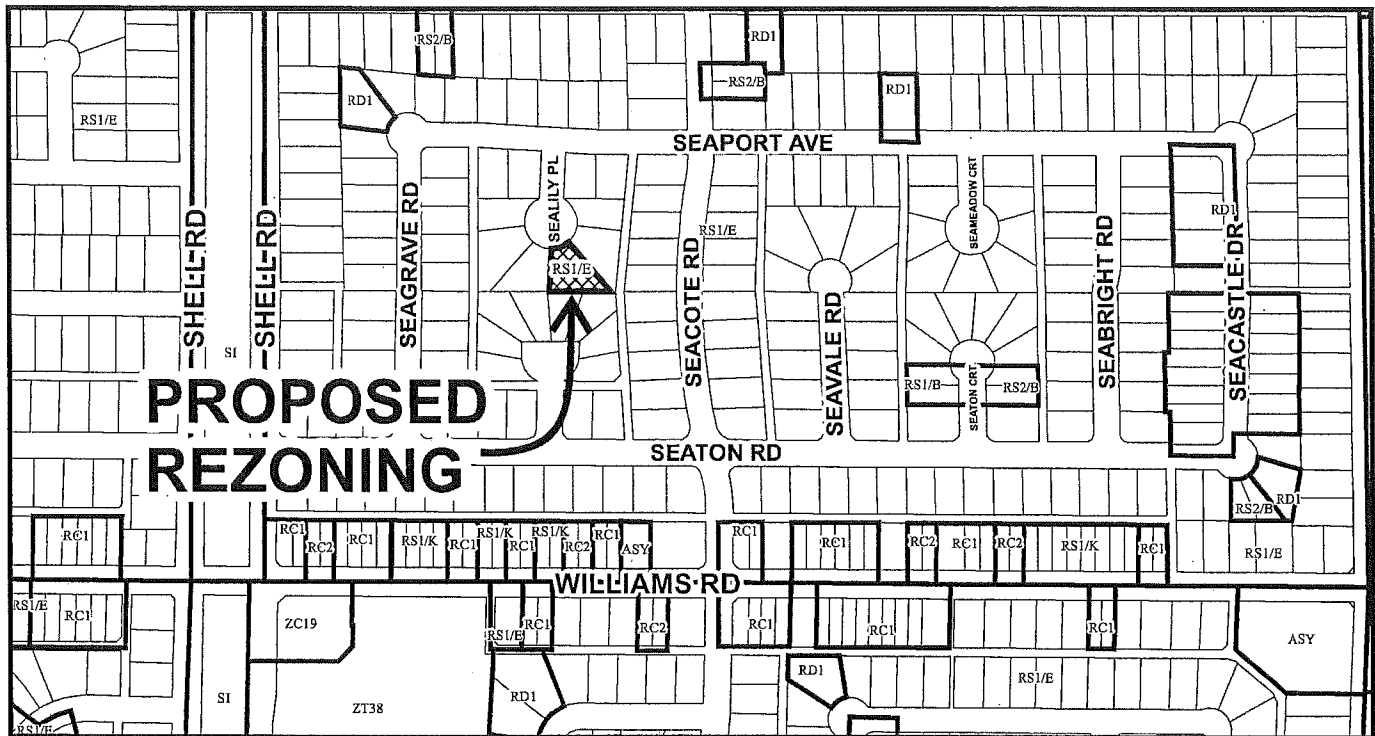
CITY OF RICHMOND
APPROVED by <b>BK</b>
APPROVED by Director or Solicitor <b>pl</b>

\_\_\_\_\_  
MAYOR

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



# City of Richmond



## RZ 16-741423

Original Date: 09/16/16

Revision Date:

Note: Dimensions are in METRES

CNCL - 565