City of Richmond

Agenda

City Council

Council Chambers, City Hall
6911 No. 3 Road

Monday, December 12, 2016
7:00 p.m.

Pg. # ITEM

MINUTES

1. ***Motion to adopt the minutes of the Regular Council meeting held on November 28, 2016*** (distributed previously)***.***

AGENDA ADDITIONS & DELETIONS

PRESENTATIONS

CNCL-18

(1) Dr. Meena Dawar, Richmond Medical Health Officer, and Dr. Lu, Environmental Health Officer, Vancouver Coastal Health, to present findings pertaining to Harvest Power.

(2) Video presentation on tax assessment.

2. APPOINTMENT OF COUNCIL MEMBERS TO EXTERNAL ORGANIZATIONS

(a) Appointment of Council representative to the **TransLink – Southwest Area Transport Plan Senior Advisory Committee**, until December 11, 2017.

(b) Appointment of Council representative and alternate to the **Richmond Olympic Oval Corporation**, until December 11, 2017.

(c) Appointment of Council representative and alternate to the **BC Aviation Council**, until December 11, 2017.

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 December 11, 2017:

(a) Advisory Committee on the Environment;

(b) Agricultural Advisory Committee;

(c) Canada 150 Celebration Steering Committee;

(d) Child Care Development Advisory Committee;

(e) Council / School Board Liaison Committee;

(f) Economic Advisory Committee;

(g) Heritage Commission;

(h) Major Facility Building / Project Technical Advisory Committee;

(i) Minoru Major Facility Stakeholder Advisory Committee;

(j) Richmond Centre for Disability;

(k) Richmond Chamber of Commerce;

(l) Richmond Community Services Advisory Committee;

(m) Richmond Family and 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 December 11, 2017:

(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 December 11, 2017:

(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 December 11, 2017:

(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 December 11, 2017.

9. APPOINTMENT OF ACTING MAYORS FROM DECEMBER 13, 2016 TO DECEMBER 11, 2017

COMMITTEE OF THE WHOLE

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

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.***

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
- Baseball Facility Development in Richmond
- 2016 Metro Vancouver Regional Food System Action Plan
- Richmond School Board – School Closure Process
- South Arm Community Centre Upgrades
- Council/School Board Liaison Committee Resolution Relating to Fentanyl Drug Forum
- Federal Government Proposed Sale of Airport Land Assets
- Appointment Of Acting Corporate Officer
- 2017 Council and Committee Meeting Schedule
- Richmond Major Facilities Projects
- 2017 Operating Budgets for Richmond Public Library
- 2017 Council Community Initiatives One-Time Expenditures
- 2017 Capital Budget
- Agricultural Land Reserve Appeal Application by Gurdial S. Badh for Subdivision at 15240 and 15260 Westminster Highway
- Update: Possible Casino in Delta
- Land use applications for first reading (to be further considered at the Public Hearing on January 16, 2017):

- 9491, 9511, 9531, 9551, 9591 Alexandra Road – Rezone from "Single Detached (RS1/F)" and "Two-Unit Dwellings (RD1)" to "Low Rise Apartment (ZLR30) – Alexandra Neighbourhood (West Cambie)" (Application by 0731649 BC Ltd. – applicant)
- 6231 Blundell Road – Rezone from "Single Detached (RS1/E)" to "Coach Houses (RCH1)" (Peter Hu – applicant)

13. ***Motion to adopt Items No. 6 through No. 30 by general consent.***

Consent Agenda Item

14. **COMMITTEE MINUTES**

That the minutes of:

CNCL-21 ***(1) the Parks, Recreation and Cultural Services Committee meeting held on November 29, 2016;***

CNCL-40 ***(2) the General Purposes Committee meeting held on December 5, 2016;***

CNCL-45 ***(3) the Finance Committee meeting held on December 5, 2016; and***

CNCL-54 ***(4) the Planning Committee meeting held on December 6, 2016;***

be received for information.

Consent Agenda Item

15. **BASEBALL FACILITY DEVELOPMENT IN RICHMOND**
(File Ref. No. 11-7000-01) (REDMS No. 5215345 v. 4)

CNCL-82 See Page **CNCL-82** for full report

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE RECOMMENDATION

That staff develop an Operating Agreement with Richmond City Baseball Association for the operation and management of the concession at Palmer/Garden City Neighbourhood School Park, as detailed in the staff report titled "Baseball Facility Development in Richmond," dated November 8, 2016, from the Senior Manager, Recreation and Sport Services.

Consent Agenda Item

16. **2016 METRO VANCOUVER REGIONAL FOOD SYSTEM ACTION PLAN**
(File Ref. No. 11-7000-01) (REDMS No. 4838223 v. 3)

CNCL-97

See Page **CNCL-97** for full report

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE RECOMMENDATION

That the 2016 Metro Vancouver Regional Food System Action Plan, provided as Attachment 1, as detailed in the staff report titled "2016 Metro Vancouver Regional Food System Action Plan," dated November 8, 2016, from the Senior Manager, Parks, be endorsed as a guide for future planning purposes.

Consent Agenda Item

17. **RICHMOND SCHOOL BOARD – SCHOOL CLOSURE PROCESS**
(File Ref. No. 11-7200-01) (REDMS No. 5208965 v. 7)

CNCL-221

See Page **CNCL-221** for full report

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE RECOMMENDATION

That a letter be sent to the British Columbia Premier, the British Columbia Minister of Education, and the Richmond Members of the Legislative Assembly, in support of School District No. 38 (Richmond)'s request for seismic remediation funding for all schools in Richmond in need of seismic upgrades to ensure the long-term safety of students and school staff, as detailed in the staff report titled "Richmond School Board – School Closure Process," dated November 8, 2016, from the Senior Manager, Parks.

Consent Agenda Item

18. **SOUTH ARM COMMUNITY CENTRE UPGRADES**
(File Ref. No.: 11-7125-01) (REDMS No. 4911243 v. 48)

CNCL-241

See Page **CNCL-241** for full report

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE RECOMMENDATION

That $500,000 from the Council Community Initiatives Fund be considered in the 2017 budget process to assist in funding renovations to the South Arm Community Centre fitness centre as described in the staff report titled, "South Arm Community Centre Fitness Centre Upgrades," dated November 15, 2016, from the Senior Manager, Recreation and Sport Services.

Consent Agenda Item

19. **COUNCIL/SCHOOL BOARD LIAISON COMMITTEE RESOLUTION RELATING TO FENTANYL DRUG FORUM**
(File Ref. No.)

CNCL-248

See Page **CNCL-248** for CSBL minutes extract

GENERAL PURPOSES COMMITTEE RECOMMENDATION

(1) That a letter be sent to the Premier of BC, the Provincial Minister of Health, and the Federal Minister of Health, outlining actions taken in the City relative to the Fentanyl Drug crisis and the need to consider banning pill press machines; and

(2) That copies of the letter be forwarded to the local MLAs and MPs, the Federal and Provincial Leaders of the Opposition and the Richmond School Board.

Consent Agenda Item

20. **FEDERAL GOVERNMENT PROPOSED SALE OF AIRPORT LAND ASSETS**
(File Ref. No. 01-0130-01) (REDMS No. 5228880 v. 2)

CNCL-249

See Page **CNCL-249** for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

That a letter be sent to the Federal Minister of Transport, with copies to Metro Vancouver, Metro Vancouver Cities, and local MPs, outlining the City's strong opposition to the sale of Vancouver International Airport as part of the collective group of airport assets being considered for sale.

Consent Agenda Item

21. **APPOINTMENT OF ACTING CORPORATE OFFICER**
(File Ref. No. 05-1400-01) (REDMS No. 5232375)

CNCL-268

See Page **CNCL-268** for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

That Claudia Jesson, Manager, Legislative Services, be appointed as an Acting Corporate Officer for the purposes of carrying out statutory duties prescribed in section 148 of the Community Charter in the absence of, or as directed by, David Weber, Director, City Clerk's Office (Corporate Officer).

Consent Agenda Item

22. **2017 COUNCIL AND COMMITTEE MEETING SCHEDULE**
(File Ref. No. 01-0105-01) (REDMS No. 5124167 v. 2)

CNCL-270 See Page **CNCL-270** for full report

CNCL-276 See Page **CNCL-276** for Schedule as revised by Committee

GENERAL PURPOSES COMMITTEE RECOMMENDATION

That the 2017 Council and Committee meeting schedule as shown in Attachment 2 to the staff report dated November 16, 2016, from the Director, City Clerk's Office, be approved with the following revisions:

(1) That the Regular Council meetings (open and closed) of August 14, August 28 and December 27, 2017 be cancelled; and

(2) That the August 21, 2017 Public Hearing be re-scheduled to September 5, 2017 at 7:00 p.m. in the Council Chambers at Richmond City Hall.

Consent Agenda Item

23. **RICHMOND MAJOR FACILITIES PROJECTS**
(File Ref. No. 06-2045-01) (REDMS No. 5174871 v. 11)

CNCL-277 See Page **CNCL-277** for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

(1) That the priority list of major facility projects for the period of 2016-2026 as follows:

(a) City Centre Community Centre North; (Developer Funded)

(b) Steveston Community Centre and Branch Library;

(c) Lawn Bowling Clubhouse;

(d) Britannia Shipyards National Historic Site and Phoenix Net Loft; and

(e) Richmond Animal Shelter;

be approved.

(2) That $2,000,000 for Advanced Planning and Design for Major Facilities Projects be considered in the 2017 Capital Budget process, as outlined in the staff report titled "Richmond Major Facilities Projects" dated November 29, 2016 from the Senior Manager, Capital Buildings Project Development and the Senior Manager, Recreation and Sport Services on the understanding that each project will be presented to Council for a final approval before work would commence.

Consent Agenda Item

24. **2017 OPERATING BUDGETS FOR RICHMOND PUBLIC LIBRARY**
(File Ref. No. 03-0970-25) (REDMS No. 5244286 v. 2)

CNCL-285

See Page **CNCL-285** for full report

FINANCE COMMITTEE RECOMMENDATION

(1) That the 2017 Richmond Public Library budget of $8,994,000 as presented in Attachment 1 from the Chief Librarian and the Secretary to the Board, be approved.

(2) That the Richmond Public Library branch hours be restored to 2015 levels by utilizing savings within the library budget and augmented by City contingency accounts, with no additional tax impact.

Consent Agenda Item

25. **2017 COUNCIL COMMUNITY INITIATIVES ONE-TIME EXPENDITURES**
(File Ref. No. 03-0985-01) (REDMS No. 5204469 v. 1)

CNCL-294

See Page **CNCL-294** for full report

FINANCE COMMITTEE RECOMMENDATION

That the one-time expenditure requests as outlined in Attachment 1 of the 2017 Council Community Initiatives One-Time Expenditures staff report, be received for information and staff be directed if any amounts should be included in the 5 Year Financial Plan (2017-2021).

Consent Agenda Item

26. **2017 CAPITAL BUDGET**
(File Ref. No. 03-0985-01) (REDMS No. 5207753 v. 2)

CNCL-298

See Page **CNCL-298** for full report

FINANCE COMMITTEE RECOMMENDATION

(1) That the 2017 Capital Budget totalling $102,925,549 be approved and staff authorized to commence the 2017 Capital Projects; and

(2) That the 2017 Capital Budget totalling $102,925,549 and the 2018-2021 Capital Projects be included in the 5 Year Financial Plan (2017-2021).

Consent Agenda Item

27. **APPLICATION BY 0731649 BC LTD. FOR REZONING AT 9491, 9511, 9531, 9551, 9591 ALEXANDRA ROAD FROM "SINGLE DETACHED (RS1/F)" AND "TWO-UNIT DWELLINGS (RD1)" TO "LOW RISE APARTMENT (ZLR30) – ALEXANDRA NEIGHBOURHOOD (WEST CAMBIE)"**
(File Ref. No. 12-8060-20-009638; RZ 16-734204) (REDMS No. 5195334 v. 3)

CNCL-460

See Page **CNCL-460** for full report

PLANNING COMMITTEE RECOMMENDATION

(1) That Richmond Zoning Bylaw 8500, Amendment Bylaw 9638 to create the "Low Rise Apartment (ZLR30) – Alexandra Neighbourhood (West Cambie)" zone, and to rezone 9491, 9511, 9531, 9551, 9591 Alexandra Road from "Single Detached (RS1/F) and Two-Unit Dwellings (RD1)" to "Low Rise Apartment (ZLR30) – Alexandra Neighbourhood (West Cambie)", be introduced and given first reading;

(2) That 9491, 9511, 9531, 9551, 9591 Alexandra Road be approved as an Affordable Housing Special Development Circumstance "donor" site; and

(3) That the entire cash-in-lieu affordable housing contribution of $892,634 for the rezoning of 9491, 9511, 9531, 9551, 9591 Alexandra Road (RZ 16-734204) be allocated to the capital Affordable Housing Reserve Fund established by Reserve Fund Establishment Bylaw No. 7812.

Consent Agenda Item

28. **APPLICATION BY PETER HU FOR REZONING AT 6231 BLUNDELL ROAD FROM "SINGLE DETACHED (RS1/E)" TO "COACH HOUSES (RCH1)"**
(File Ref. No. 12-8060-20-009644; RZ 16-731320) (REDMS No. 5209527)

CNCL-518 See Page **CNCL-518** for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9644, for the rezoning of 6231 Blundell Road from "Single Detached (RS1/E)" to "Coach Houses (RCH1)", be introduced and given first reading.

Consent Agenda Item

29. **AGRICULTURAL LAND RESERVE APPEAL APPLICATION BY GURDIAL S. BADH FOR SUBDIVISION AT 15240 AND 15260 WESTMINSTER HIGHWAY**
(File Ref. No. AG 16-748982) (REDMS No. 5216005)

CNCL-541 See Page **CNCL-541** for full report

PLANNING COMMITTEE RECOMMENDATION

That authorization for Gurdial S. Badh to make a non-farm use application to the Agricultural Land Commission to allow a subdivision to adjust the lot lines at 15240 and 15260 Westminster Highway be denied.

Consent Agenda Item

30. **UPDATE: POSSIBLE CASINO IN DELTA**
(File Ref. No.) (REDMS No. 5233109)

CNCL-565 See Page **CNCL-565** for full report

PLANNING COMMITTEE RECOMMENDATION

That the British Columbia Lottery Corporation (BCLC) and the Corporation of Delta (Delta) be advised that:

(1) the City of Richmond is opposed to any casino south of the Fraser River; and

(2) the City of Richmond should be fully consulted and given at least 90 days, to respond to any future Gaming Control Act and Local Government Act (e.g., for Official Community Plan amendment) notices regarding the proposed casino.

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CONSIDERATION OF MATTERS REMOVED FROM THE CONSENT AGENDA

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NON-CONSENT AGENDA ITEMS

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE

Councillor Harold Steves, Chair

31. **MARITIME VESSEL MANAGEMENT AND OPERATIONAL PLAN AT BRITANNIA SHIPYARDS NATIONAL HISTORIC SITE**
(File Ref. No. 11-7140-20-BSHI1) (REDMS No. 5210763 v. 9)

CNCL-572 See Page **CNCL-572** for full report

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE RECOMMENDATION

Opposed: Cllr. Johnston

(1) That the City of Richmond Maritime Vessel Management and Operational Plan as detailed in the staff report titled "Maritime Vessel Management and Operational Plan at Britannia Shipyards National Historic Site" dated November 9, 2016, from the Senior Manager, Parks, be approved;

(2) That the City of Richmond accept the transfer of asset of the M.V. Fleetwood from the Britannia Heritage Shipyard Society; and

(3) That the M.V. Burnaby restoration program as detailed in the staff report titled "Maritime Vessel Management and Operational Plan at Britannia Shipyards National Historic Site" dated November 9, 2016, from the Senior Manager, Parks, be approved.

FINANCE COMMITTEE

Mayor Malcolm D. Brodie, Chair

32. **2017 PROPOSED OPERATING BUDGET**
(File Ref. No. 03-0985-01) (REDMS No. 5243400)

CNCL-622 See Page **CNCL-622** for full report

FINANCE COMMITTEE RECOMMENDATION

(1) That the 2017 Operating Budget presented in the staff report titled 2017 Proposed Operating Budget dated November 30, 2016 from the Director, Finance with a total tax increase of 1.89% before additional levels of service, be approved;

Opposed to Part (1) at Committee: Cllr. Day

(2) That ongoing additional levels in the amount of $162,682 with a tax impact of 0.08% as presented in Attachment 9 of the staff report titled 2017 Proposed Operating Budget from the Director, Finance be approved;

Opposed to Part (2) at Committee: Cllr. Day

(3) That ongoing additional levels for policing in the amount of $2,285,685 for 11 additional police officers and 3 municipal employees to support the RCMP detachment with a tax impact of 0.48% in 2017 and 0.51% in 2018 as presented in Budget Option 3 of the staff report titled 2017 Proposed Operating Budget from the Director, Finance be approved;

Opposed to Part (3) at Committee: Cllr. Au

(4) That the Rate Stabilization Account be used to pay for the capital and other one time costs associated with the additional 11 police officers and 3 municipal employees to support the RCMP detachment for a total of $272,000; and

Opposed to Part (4) at Committee: Cllrs. Au, Loo and McNulty

(5) That $1,000,000 from the Rate Stabilization Account be used towards general taxes to reduce the base level of taxation.

Opposed to Part (5) at Committee: Cllrs. Loo and McNulty

(6) That a tax increase of 1.00% for community facilities infrastructure replacement needs as per Council's Long Term Financial Management Strategy, be approved; and

Opposed to Part (6) at Committee: Cllrs. Au, Day and McNulty

(7) That the 2017 Proposed Operating Budget as described above and the 2018-2021 same level of service base budget be included in the 5 Year Financial Plan (2017-2021).

Opposed to Part (7) at Committee: Cllr. Day

Consent Agenda Item

33. **2017 ONE-TIME EXPENDITURES**
(File Ref. No. 03-0985-01) (REDMS No. 5204512)

CNCL-682 See Page **CNCL-682** for full report

FINANCE COMMITTEE RECOMMENDATION

Opposed: Cllr. Day

That the recommended one-time expenditures in the amount of $7,789,167 as outlined in Attachment 1 of the 2017 One-Time Expenditures staff report, be approved for funding from the Rate Stabilization Account.

ENGINEERING AND PUBLIC WORKS DIVISION

34. **AMENDMENT TO WATERWORKS AND WATER RATES BYLAW NO. 5637, AMENDMENT BYLAW NO. 9633 (SCHEDULE D)**
(File Ref. No. 12-8060-20-009633) (REDMS No. 5247519)

CNCL-694 See Page **CNCL-694** for Procedural Memorandum from City Clerk

CNCL-695 See Page **CNCL-695** for REVISED Schedule "D" to Bylaw 5637

CNCL-696 See Page **CNCL-696** for Waterworks and Water Rates Bylaw No. 5637, Amendment Bylaw 9633 as at third reading

STAFF RECOMMENDATION

(1) That third reading of Waterworks and Water Rates Bylaw No. 5637, Amendment Bylaw No. 9633, given on November 28, 2016, be rescinded;

(2) That Waterworks and Water Rates Bylaw No. 5637, Amendment Bylaw No. 9633 be amended by replacing the Schedule titled "Schedule "D" to Bylaw 5637" with the corrected "Schedule "D" to Bylaw 5637" as provided in the Council agenda on page CNCL - 695; and

(3) That Waterworks and Water Rates Bylaw No. 5637, Amendment Bylaw No. 9633 be given third reading, as amended.

PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAWS FOR ADOPTION

CNCL-704 Drainage, Dyke and Sanitary Sewer Bylaw No. 7551, Amendment **Bylaw No. 9634**
Opposed at 1st/2nd/3rd Readings – None.

CNCL-708 Solid Waste and Recycling Regulation Bylaw No. 6803, Amendment **Bylaw No. 9640**
Opposed at 1st/2nd/3rd Readings – None.

CNCL-712 Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 9208**
(7100 No. 2 Road, RZ 10-545413)
Opposed at 1st Reading – Cllr. Day.
Opposed at 2nd/3rd Readings – Cllr. Day.

CNCL-714 Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 9285**
(4211/4231 Pendlebury Road, RZ 14-663202)
Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – None.

Pg. # ITEM

CNCL-716 Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 9505**
(9131 Steveston Highway, RZ 15-703150)
Opposed at 1st Reading – Cllrs. Au and Day.
Opposed at 2nd/3rd Readings – None.

ADJOURNMENT

Vancouver Coastal Health
Promoting wellness. Ensuring care.

Office of the Chief
Medical Health Officer

#800-601 W. Broadway
Vancouver, BC V5Z 4C2

November 25, 2016

Peter Russell
Senior Manager, Sustainability and District Energy
Engineering and Public Works Division
6911 No. 3 Road
Richmond, BC
V6Y 2C1
By email: Peter.Russell@richmond.ca

Dear Peter Russell,

Re: Harvest Power's Air Quality Permit

Thank you for your letter sent November 4, 2016 to Dr. Meena Dawar seeking a formal response to Richmond City Council regarding any Vancouver Coastal Health (VCH) public health investigations or assessments of the potential health impacts of the odour related to Harvest Power. Please find below information on complaints received by VCH, our response to these complaints including a review of the relevant published literature, and the assessment of air quality with Metro Vancouver. In addition, we draw your attention to current provincial policy intentions to addressing odour caused by organic matter recycling.

Like the City of Richmond, VCH-Richmond Public Health also receives complaints from members of the public about odour. The majority of reports are about diminished quality of life ("air used to be fresh in Richmond, now it stinks all the time"), a minority have reported concerns about their own health or of their family members, and a few have mentioned symptoms (nausea, vomiting, headaches, feeling unwell). These individuals are referred to Metro Vancouver as the governing body responsible for air quality monitoring in Richmond. VCH Environmental Health Officers are prepared to speak with the complainants, if requested, and have spoken with approximately 6 individuals in 2015 and 30 in 2016. In addition, Metro Vancouver sends VCH an anonymized list of reports on days when they receive $\geq$ 10 complaints; these have been arriving to Richmond Public Health almost daily in the recent weeks. As always, we also advise individuals reporting health concerns to see their family physician. However, we are not aware of any increase in health care utilization at VCH facilities or in community physician offices from health complaints associated with odour.

VCH staff do not conduct onsite assessments at Harvest Power to address odour issues as this falls within the purview of Metro Vancouver.

We have reviewed the situation with Metro Vancouver staff. Metro Vancouver confirms that the source of the recent odour episodes is likely Harvest Power. Metro Vancouver shared information on complaints received over a recent two day period (November 18-19, 2016). A total of 97 complaints were made by the members of the public who reported the following concerns: Odour (100%), difficulty with opening windows or going outside (14%), and health symptoms (21%). Among individuals who reported health symptoms, the following symptoms were reported: Nausea, respiratory symptoms such as cough or difficulty breathing, symptoms of irritation such

as burning eyes, headache, and vomiting. These are consistent with those noted in the published environmental health literature on the impacts of unpleasant odours from composting (and other sources).

We also reviewed with Metro Vancouver staff their monitoring data for Harvest Power. The total level of Volatile Organic Compounds (VOCs) released from the composting processes at Harvest Power has gone up since 2013. This likely explains the recent increase in odour complaints. Given the sensitivity of the human nose, odour from VOCs produced from composting can be detected at levels much lower than levels that would result in long term harm. Some residents have expressed concern about bioaerosols. Metro Vancouver does not require measurement of bioaerosols (organic particles consisting of animal, plant or microbial particles). Our literature review confirms that while bioaerosols are relevant to the occupational health of staff at the composting facility, they should not impact the health of surrounding residents given the location of Harvest Power relative to the location of residences. Based on the information provided by Metro Vancouver and our literature review, we are satisfied that while Harvest Power is generating extremely unpleasant odorous compounds, the air emissions from the operation are unlikely to cause health effects in addition to ones triggered by the offensive smell. Therefore, as this issue does not meet the threshold of a health hazard, VCH Medical Health Officers and Environmental Health Officers are not planning further health assessments at this time.

Nevertheless, based on calls we and Metro Vancouver have received, the odour from composting operations at Harvest Power is affecting the quality of life and well-being of residents in Richmond. Information from the complaints suggests the odour is causing physical discomfort for some Richmond residents. This is not acceptable.

While even a well-designed, constructed and operated compost system will not be odour-free, it should not produce offensive odours. Metro Vancouver is the delegated authority for regulating air emissions in our region, including odour causing air contaminants. Adequate odour management is imperative for community wellbeing. VCH Medical Health Officers and Environmental Health Officers support the conditions placed by Metro Vancouver on Harvest Power's new permit for odour management.

Finally, the British Columbia government has recognized the need for a better regulatory framework for odour management in the recycling of organic matter. To this end, the Ministry of Environment published an Organic Matter Recycling Regulation Policy Intention Paper in October 2016. The ministry is soliciting feedback to the policy proposals until December 2, 2016.[1] The City of Richmond's experience with responding to odour from the Harvest Power facility could be most informative for the policy reviewers. We encourage the City and the community to submit feedback to this provincial policy review.

Sincerely,

Patricia Daly MD, FRCPC
Chief Medical Health Officer

[1] http://www2.gov.bc.ca/gov/content/environment/waste-management/recycling/organics/regulations-guidelines

Vancouver Coastal Health
Promoting wellness. Ensuring care.

Office of the Chief
Medical Health Officer

#800-601 W. Broadway
Vancouver, BC V5Z 4C2

Cc: Malcolm Brodie
Mayor, City of Richmond

Dr. Meena Dawar
Medical Health Officer, Richmond

Dr. James Lu
Medical Health Officer, Environmental Health

Claudia Kurzac
Manager, Health Protection – Richmond

Ray Robb
Environmental Regulation and Enforcement Division Manager
Metro Vancouver

City of Richmond

Minutes

Parks, Recreation and Cultural Services Committee

Date:	Tuesday, November 29, 2016
Place:	Anderson Room Richmond City Hall
Present:	Councillor Harold Steves, Chair Councillor Ken Johnston Councillor Carol Day Councillor Bill McNulty Councillor Linda McPhail
Also Present:	Councillor Chak Au (entered at 5:29 p.m.) Councillor Derek Dang
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 25, 2016, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

December 21, 2016, (tentative date) at 4:00 p.m. in the Anderson Room

The Chair advised that Minoru Chapel will be considered as Item No. 6A.

DELEGATIONS

1. (1) With the aid of a PowerPoint presentation (copy on file, City Clerk's Office) Eyal Lichtmann, Executive Director of Richmond Animal Protection Society (RAPS), briefed Committee on RAPS' activities and recent initiatives.

In reply to queries from Committee, Mr. Lichtmann noted that (i) profits from the veterinarian clinic are returned to the organization and helps support veterinarian services for low-income families, (ii) some cats from the cat sanctuary may not be adoptable due to illness, and (iii) any domesticated animals such as guinea pigs or birds can be surrendered to the shelter.

Discussion then ensued with regard to amending bylaws to streamline adoption process of animals and Provincial regulations related to the protection of wild rabbits.

(2) Linda Barnes and Debbie Tobbin, representing Richmond Arts Coalition (RAC), referenced speaking notes (attached to and forming part of these minutes as Schedule 1) and spoke on RAC's activities, highlighting that (i) RAC is actively promoting art on social media, (ii) the RAC has developed new community partnerships, (iii) the RAC is involved in community events such as the Richmond Maritime Arts Festival, and (iv) the RAC is seeking to hire an executive director in the future.

Discussion ensued with regard to working with the City and local businesses to increase art space in the community and increasing the RAC's membership fees.

In reply to queries from Committee, Ms. Barnes noted that the Art at Work Workshops is a resource for artists in the community and is organized in partnership with the Richmond Art Gallery.

COMMUNITY SERVICES DIVISION

2. **BASEBALL FACILITY DEVELOPMENT IN RICHMOND**
(File Ref. No. 11-7000-01) (REDMS No. 5215345 v. 4)

In reply to queries from Committee, Gregg Wheeler, Manager, Sport and Community Events, noted that (i) the baseball program at King George Park will be continuing, (ii) repurposing softball diamonds for baseball at Palmer/Garden City Neighbourhood School Park was discussed at a recent Sports Council meeting, and (iii) the Richmond Boys Fastball Association has advised the City that they will not be using the playing fields at Palmer/Garden City Neighbourhood Park and will be moving the older age group to Steveston Park.

Discussion then ensued with regard to the consistency of the term agreements with sport groups and the changing demographics of participants in baseball and softball in the city.

It was moved and seconded
That staff develop an Operating Agreement with Richmond City Baseball Association for the operation and management of the concession at Palmer/Garden City Neighbourhood School Park, as detailed in the staff report titled "Baseball Facility Development in Richmond," dated November 8, 2016, from the Senior Manager, Recreation and Sport Services.

CARRIED

3. **2016 METRO VANCOUVER REGIONAL FOOD SYSTEM ACTION PLAN**
(File Ref. No. 11-7000-01) (REDMS No. 4838223 v. 3)

Marie Fenwick, Manager, Parks Programs, reviewed the 2016 Metro Vancouver Regional Food System Action Plan, noting that an offer of sponsorship for the proposed tractor at the Sharing Farm has been received and will be brought to Council as part of the 2016 budget process.

In reply to queries from Committee, Mike Redpath, Senior Manager, Parks, noted that staff can discuss forwarding the Action Plan to the Premier with Metro Vancouver.

Discussion ensued with regard to (i) the efficient distribution of perishable food, (ii) collaborating with other municipalities on the matter, and (ii) the Water Seminar hosted by Kwantlen Polytechnic University.

Anita Gregory, representing the Richmond Food Security Society, expressed support for the Action Plan and commented on (i) increasing the dietary consumption of fruits and vegetables. (ii) the high demand of community garden plots, and (iii) supporting local farming efforts.

Anne Swan, representing Vancouver Coastal Health, expressed support for the Action Plan and commented on food security and advocating for access to healthy food.

It was moved and seconded
That the 2016 Metro Vancouver Regional Food System Action Plan, provided as Attachment 1, as detailed in the staff report titled "2016 Metro Vancouver Regional Food System Action Plan," dated November 8, 2016, from the Senior Manager, Parks, be endorsed as a guide for future planning purposes.

CARRIED

4. **MARITIME VESSEL MANAGEMENT AND OPERATIONAL PLAN AT BRITANNIA SHIPYARDS NATIONAL HISTORIC SITE**
(File Ref. No. 11-7140-20-BSHI1) (REDMS No. 5210763 v. 9)

Discussion ensued regarding the M.V. Fleetwood in relation to (i) the proposed restoration options and costs, (ii) its historical significance, and (iii) its current condition.

The Chair distributed historical information on the M.V. Fleetwood (attached to and forming part of these minutes as Schedule 2).

In reply to queries from Committee, Mr. Redpath and Dee Bowley-Cowan. Britannia Site Supervisor, noted that (i) staff are recommending that the M.V. Fleetwood's ownership be transferred to the City, (ii) the M.V. Fleetwood is currently in dry land storage, and (iii) insurance is not required for the M.V. Fleetwood.

Discussion ensued with regard to (i) the status and restoration of the M.V. Burnaby, (ii) the condition of and maintenance required for the historical vessels, (iii) utilizing the Public Art Reserve Fund to restore the M.V. Fleetwood as a public art project as per the referral, (iv) hiring a shipwright for the restoration project, and (v) the long-term plan of the Britannia Shipyards National Historic Site.

Discussion then took place regarding options to restore or display the historical boats and it was suggested that staff provide Council with information on the status of all the historical vessels.

It was moved and seconded

(1) That the City of Richmond Maritime Vessel Management and Operational Plan as detailed in the staff report titled "Maritime Vessel Management and Operational Plan at Britannia Shipyards National Historic Site" dated November 9, 2016, from the Senior Manager, Parks, be approved;

(2) That the City of Richmond accept the transfer of asset of the M.V. Fleetwood from the Britannia Heritage Shipyard Society; and

(3) That the M.V. Burnaby restoration program as detailed in the staff report titled "Maritime Vessel Management and Operational Plan at Britannia Shipyards National Historic Site" dated November 9, 2016, from the Senior Manager, Parks, be approved.

CARRIED
Opposed: Cllr. Johnston

Cllr. Dang left the meeting (5:13 p.m.) and returned (5:15 p.m.).

5. RICHMOND SCHOOL BOARD – SCHOOL CLOSURE PROCESS

(File Ref. No. 11-7200-01) (REDMS No. 5208965 v. 7)

It was suggested that the letter to Province express the City's strong support for Richmond School District No. 38 and advocate to increase funding and maximize use of existing school facilities.

It was moved and seconded

That a letter be sent to the British Columbia Premier, the British Columbia Minister of Education, and the Richmond Members of the Legislative Assembly, in support of School District No. 38 (Richmond)'s request for seismic remediation funding for all schools in Richmond in need of seismic upgrades to ensure the long-term safety of students and school staff, as detailed in the staff report titled "Richmond School Board – School Closure Process," dated November 8, 2016, from the Senior Manager, Parks.

CARRIED

6. SOUTH ARM COMMUNITY CENTRE UPGRADES

(File Ref. No.: 11-7125-01) (REDMS No. 4911243 v. 48)

Discussion ensued with regard to the funding contributions from senior levels of government.

It was moved and seconded
That $500,000 from the Council Community Initiatives Fund be considered in the 2017 budget process to assist in funding renovations to the South Arm Community Centre fitness centre as described in the staff report titled, "South Arm Community Centre Fitness Centre Upgrades," dated November 15, 2016, from the Senior Manager, Recreation and Sport Services.

CARRIED

Cllr. Au entered the meeting (5:29 p.m.).

6A. MINORU CHAPEL
(File Ref. No.)

Information on the Minoru Chapel and other local facilities was distributed (attached to and forming part of these minutes as Schedule 3) and discussion ensued with regard to (i) the rental rate of the Minoru Chapel in comparison to other local facilities, (ii) reducing the rental rate for Richmond residents or during non-peak times, and (iii) reviewing rental rates of other facilities in the city.

In reply to queries from Committee, Jane Fernyhough, Director, Arts, Culture and Heritage Services, noted that the operator of the Minoru Chapel offers above rate packages that includes items and amenities such as janitorial service, music, officiants and décor. She added that the rates are comparable to other facilities when the additional amenities are considered.

Discussion then ensued with regard to the operation of the Minoru Chapel and the role of City in setting rental rates.

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

It was moved and seconded

(1) Whereas the Minoru Chapel is an Iconic Richmond heritage Building and many Richmond residents cannot afford to pay the $2,800 to $3,300 fee for a 90 minutes wedding booking; and

(2) Whereas the bookings of the Minoru Chapel have been contracted to "the Chapel Group", a Vancouver based company that books venues such as the Stanley Park Chapel and Queen Elizabeth chapel;

(3) That staff be directed to report to Council:

(a) the total for rental booking in the last 3 years and the profits paid to "The Chapel Group";

(b) the options for affordable Minoru Chapel booking rates that give priority to lifelong Richmond residents and offers favourable rates during non-peak times and weekdays; and

(c) a review of the wedding rental rates of other facilities in the city.

DEFEATED
Opposed: Cllrs. Johnston
McNulty
McPhail

7. **COMMITTEE STANDING ITEM**

(i) Garden City Lands

Jamie Esko, Manager, Parks Planning, Design and Construction, provided an update on the Garden City Lands, noting that some work on the site has been suspended due to the weather.

In reply to queries from Committee, a representative from Tetra Tech noted that gravel was chosen as the material for the central trail instead of clay because of its constructability, resistance to water, and availability.

Discussion ensued with regard to uses for the central trail and future farming use.

8. **MANAGER'S REPORT**

None.

ADJOURNMENT

It was moved and seconded
That the meeting adjourn (5:40 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Parks, Recreation and Cultural Services Committee of the Council of the City of Richmond held on Tuesday, November 29, 2016.

Councillor Harold Steves
Chair

Evangel Biason
Legislative Services Coordinator

RICHMOND ARTS COALITION YOUR ARTS VOICE

www.richmondartscoalition.com

November 30, 2016

Are you an artist or an art lover? Please support the Arts community in Richmond by becoming a Richmond Arts Coalition (RAC) member. With people like you, we are working to expand the Arts into a major force in our city and create the vibrant culture that makes a city both liveable and exciting.

RAC's Mission is to promote, support & advocate for the Arts in all their various forms in Richmond.

Achieving this goal requires input from all artists, Arts organizations and the community. Please join RAC so we can have a much bigger voice to address the issues that are important to the Arts.

Highlights of RAC's accomplishments in 2016:

- actively advocated on Arts issues to the City of Richmond.
- produced, in partnership with the City of Richmond, the 8th annual Richmond Arts Awards.
- continued other partnerships (Gulf of Georgia Cannery, Richmond Art Gallery, Maritime Festival) and developed new ones (Chamber of Commerce, 20/20 Committee)
- hosted a "Spotlight on RAC" Culture Days event to showcase the talents of our members.
- compiled a monthly list of local arts & culture events which is published in the local newspaper, posted on our website and social media platforms and sent out in our monthly e-blast.
- continued a rotating weekly "member feature" on our website (www.richmondartscoalition.com) and actively promoted our members on Social Media: Facebook (Facebook/richmondartscoalition.com), Twitter (Twitter.com/RichmondAC) and Instagram (Instagram.com/richmond_arts_coalition) .
- developed a Work Plan for our Strategic Plan, established a committee structure and hired part-time administrative staff in order to better serve our members

Our goals for 2017 and beyond (we will achieve these together with you):

- **ArtRich 2017**! We are excited to announce that RAC will host ArtRich 2017 December 1 – 31, 2017 at the Richmond Art Gallery, the return of a wonderful exhibition opportunity for local artists.
- **Art at Work Workshops** - In partnership with Richmond Art Gallery and City Public Works, a series of Art at Work workshops will be organized, on topics such as Social Media Promotion and Copyright Issues.
- **Advocacy** - RAC's Board of Directors will regularly attend city hall meetings for the purpose of advocacy on Arts issues important to our members such as exhibition and performance spaces.
- **Service to Members** - RAC will serve our members better by organizing more showcase opportunities throughout the year, engaging different cultural groups, supporting other community initiatives with expertise and advice, connections, committee members, publicity, and artistic programming knowledge, and expanding our partnership with community and business.
- **Arts Awards** - RAC will continue to co-produce the Richmond Arts Awards in partnership with the City.
- **Arts Promotion** – RAC will continue to compile and publicize monthly Arts Events, and to maintain our weekly "member feature" on our website and social media.
- **Endowment Fund** - We will continue to increase our endowment fund with Richmond Cares, Richmond Gives in order to provide monetary Arts Awards and scholarships. Please donate at www.richmondfoundation.org/online and specify Richmond Arts Coalition as the fund you are donating to.

...2

Why be a member of RAC?

- Be directly involved in the advocacy of Arts issues and have your voice heard by the decision makers. The more members we have, the more influential our voice will be.
- Contribute to the growth of the creative arts industry in our city.
- Get your art known by a broader audience. If you are an artist or a member organization, your profile will be featured on RAC's website and all social media platforms. We also compile a monthly Arts Events list which is published in the Richmond News and sent out in our eblast.
- Be eligible to enter the ArtRich 2017 exhibition to have your art shown at the professional Richmond Art Gallery.
- Be invited to attend member-oriented events. Throughout the year, we will organize various workshops and events for our members to help you enrich your knowledge and craft, showcase your talents, and expand your connections with other artists and art lovers.

Mark your calendar:

- **Richmond Arts Coalition Annual General Meeting**

  Thursday April 20 2017 at 7 pm at the Gateway Theatre, second floor lobby.

- **2017 Richmond Arts Awards**

  Nominations for the 2017 Richmond Arts Awards will be open soon. Nomination deadline is March 13, 2017. Go to www.richmond.ca/culture/artists/art-awards for nomination information. Encourage others to nominate people deserving of cultural recognition in our City. You can even nominate someone online!

How to become a member of RAC?

Although our dues are only $5 per year, please note the 5-year ($25) and lifetime ($100) membership options to save you the time and energy – and cost – of renewing every year. To find the application forms for individual and organization memberships, go to www.richmondartscoalition.com/become-a-member.

Please make cheque payable to **Richmond Arts Coalition. Mail cheque to:**
Richmond Arts Coalition, 6500 Gilbert Road, Richmond, BC, V7C 3V4

If you find it more convenient, you can do an Interac e-transfer by emailing the link, sender name, amount, description and password to treasurer@richmondartscoalition.com.

Thank you for taking the time to join RAC to help us continue to build a celebrated Arts scene in Richmond. Please tell your friends about RAC!

SKEEZIX

The Skeezix is the most famous or infamous boat in Steveston History and part of what was undoubtably one of the most exciting, but untold, times in Steveston history. While it was built in Vancouver it operated mainly out of Steveston. At the time the main channel of the river from Steveston on the north and Reifel Island on the south was known as the Steveston Cannery Channel.

Initially WH Steves owned much of Reifel Island. He anticipated that Steveston would develop on both sides of the river and indeed two Steveston Canneries the Albion and Harlock were located there. Access was entirely by water across the Cannery Cannel. The pesent Alaksan wildlife preserve was part of W Steves' land. George Reifel built his dock there, across from the Britannia Shipyard, and the island was later named for him.

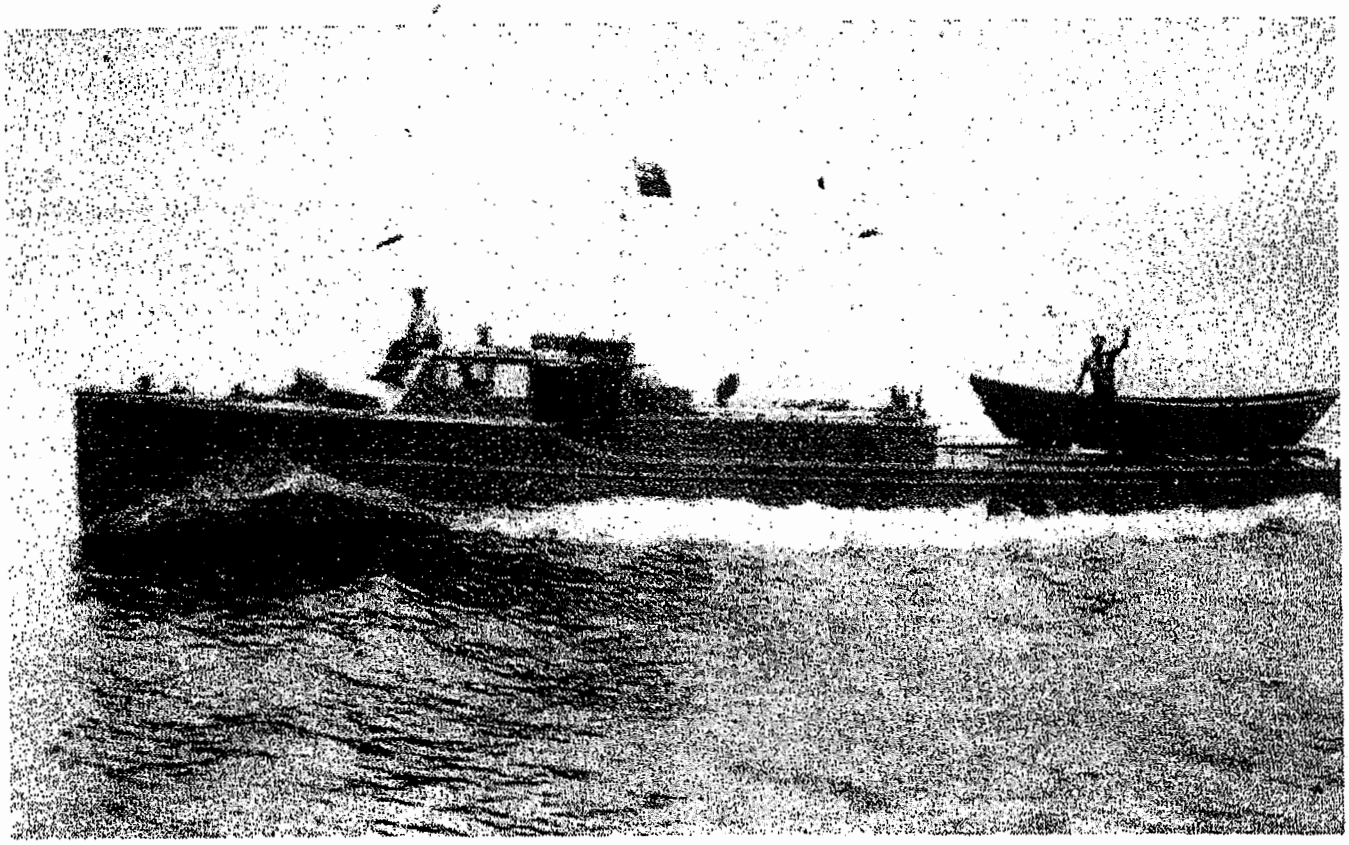
According to Ian Bell Irving, the Skeezix was serviced at Britannia Shipyard before she made her runs, but the Bell Irving family "was not involved in rum running"

To date it is not clear where the Skeezix acquired its cargo. Some of the cargo was imported Scotch Whiskey from Scotland. Henry Ogle Bell Irving was a legal importer. Ian Bell Irving told us a large portion of the cargo imported by Bell Irving on the Titania and other ships was whiskey.

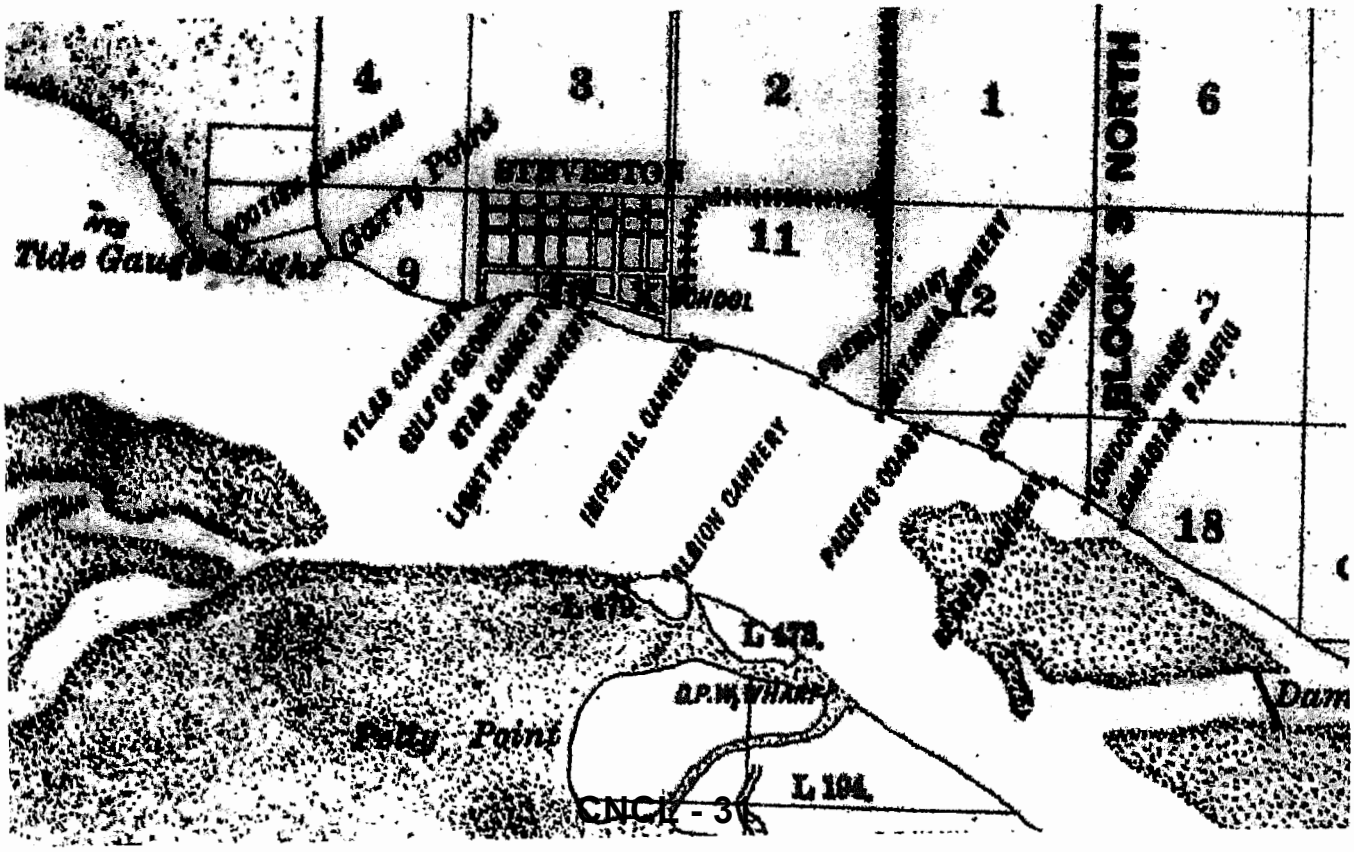
However, Steveston was the rum running capital of the west coast. As well as the Skeezix the fleet was composed of a number of fishing boats and even a mysterious white seaplane tied up near the Britannia. Stills were common and bootleg liquor was sold at the bootleggers' door and in Steveston saloons. There was a major distillery located immediately north of the Britannia Shipyard, south east of Moncton Street and Railway Avenue that likely provided booze for the rum running fleet. There was a major public dock immediately south between the Britannia Shipyard and Phoenix Cannery. The distillery continued in operation, masked as a piggery, until provincial police finally cracked down on Steveston's bootleggers around 1949-50. They arrested and jailed a Mr. Wong, who operated out of a house originally built by my great aunt and uncle at the north-west corner of Third and Moncton Street. While others had made fortunes Mr Wong got six months in jail and that ended Stevestons adventures in the illicit alchohol business.

The Skeezix boat house and a few piles from the original wharf were still standing twenty years ago.The original dory from the Skeezix was found there and added to the Britannia collection.

On shore as a stationary art exhibit of at sea the Skeezix is a very important part of our history.
Harold Steves



Skeezix, Spring 1933. Canadian shore boat 56 feet long, one 80-hp diesel and two 450-hp Liberty gas engines.



Parks and recreation Committee Nov 29th, 2016

Motion for referral: Councillor Carol Day

Minoru Chapel Contract

Whereas the Minoru Chapel is an Iconic Richmond heritage Building and many Richmond residents cannot afford to pay the $ 2,800 to $3,300 fee for a 90 minute wedding booking (Attachment 1) and

Whereas the bookings of the Minoru Chapel have been contracted to " The Chapel Group', (Attachment 2), a Vancouver based company that books venues such as the Stanley Park Chapel and Queen Elizabeth chapel

Staff be directed to report to Council the total for rental booking in the last 3 years and the profits paid to " The Chapel Group" . Staff also provide options for affordable Minoru Chapel booking rates that give priority to Lifelong Richmond residents and offers favorable rates during non peak times and weekdays.

Background :

I was contacted regarding a complaint from a Richmond resident, born and raised in Richmond that the Minoru Chapel was far too expensive (Attachment 1) and subsequently spoke numerous times to Jane Fernyhough and Cathy Carlile requesting information as to why " Market Pricing" was applied to the Minoru Chapel and learned that the bookings for our Chapel was subcontracted so the City no longer took the bookings. I requested information regarding the quantity of bookings, the revenue that the contractor " The Chapel Group " was paid and was sent this email November 24th, 2016 suggesting a referral would be required.

Hi Carol

I met with the operator of the Chapel and asked him, in particular, about variable pricing. While they don't have anything like that at the moment they have been considering a different price for weekdays and Sundays, particularly late fall through early spring. I think after our discussion that they might accelerate a decision.

However, given the fact that you have been asking for more very detailed information about the operation of the Chapel Cathy requests that you make this a referral at PRCS so staff are given direction from Council as opposed to this work being requested from one Council member. We would be happy to take this on as a referral should it be directed from committee.

Best Regards

Jane

Update:

Since the initial conversation with staff, the contractor "The Chapels Group" has reduced the fee to $ 1,800 and on November 28th reduced the fee again to $ 1,200. My concern is that the Richmond Minoru Chapel should be operated in such a manner that anyone can receive a fair price for a booking and that the Chapel should be utilized all year long with a flexible rate schedule. Council should be aware of the contract information to assess if it is profitable for the City of Richmond and fair to the citizens.

\

the Chapel

The Chapel at Minoru Park Basic Packages

Chapel, Marriage Officiant & Saxophone/Piano duo: 90 minutes, rehearsal, hostess (caretaking before & after ceremony), bride's room, chairs, 4' wide aisle carpet, silk flower arrangements & aisle markers, Marriage Officiant (ceremony planning & rehearsal) & Saxophone/Piano Duo – $3300.00 + GST

Chapel, Marriage Officiant & String Trio or Harp and Violin Duo: 90 minutes, rehearsal, hostess (caretaking before & after ceremony), bride's room, chairs, 4' wide aisle carpet, silk flower arrangements & aisle markers, Marriage Officiant (ceremony planning & rehearsal) & String Trio/ or Harp & Violin Duo - $3100.00 + GST

Chapel, Marriage Officiant & Harpist: 90 minutes, rehearsal, hostess (caretaking before & after ceremony), bride's room, chairs, 4' wide aisle carpet, silk flower arrangements & aisle markers, Marriage Officiant (ceremony planning & rehearsal) & Harpist – $2900.00 + GST

Chapel, Marriage Officiant, Pianist: 90 minutes, rehearsal, hostess (caretaking before & after ceremony), bride's room, chairs, 4' wide aisle carpet, silk flower arrangements & aisle markers, Marriage Officiant (ceremony planning & rehearsal) & Pianist – $2800.00 + GST

ttachment 2

THE CHAPEL GROUP INFO:

VANCOUVER WEDDING LOCATIONS AND VENUES...

At The Chapel Group we offer more than just stunning Vancouver wedding ceremony and reception locations. Our wedding packages include custom ceremonies created by our officiants and beautiful live music. Our team of caring, professional and experienced wedding coordinators are available to assist you in creating each unique aspect of your wedding day.

Should you have any questions, or would like to speak to a coordinator in regards to your wedding feel free to contact us at 604.688.0770. We look forward to meeting you.

MINORU PARK

The Chapel at Minoru Park is located in the city of Richmond's Minoru Park – an oasis in the middle of an urban centre with picturesque gardens and magnificent mature treed landscape. Built in 1891, Minoru Chapel offers a traditional wedding bell,

intricate stained glass windows, and wooden hand-crafted pews, adding a quaint and historical charm to your wedding day. Take a stroll along the lush walking paths, surrounded by beautiful ponds and waterfalls. It truly is a storybook picture perfect setting.

Chapel Features Include:

- Seating for 120 people
- Hardwood Floors and Carpeted Aisle
- Beautiful silk flower arrangements and floral pew markers included with Chapel rental
- Wheelchair accessible
- Bride's room
- Guest Washroom

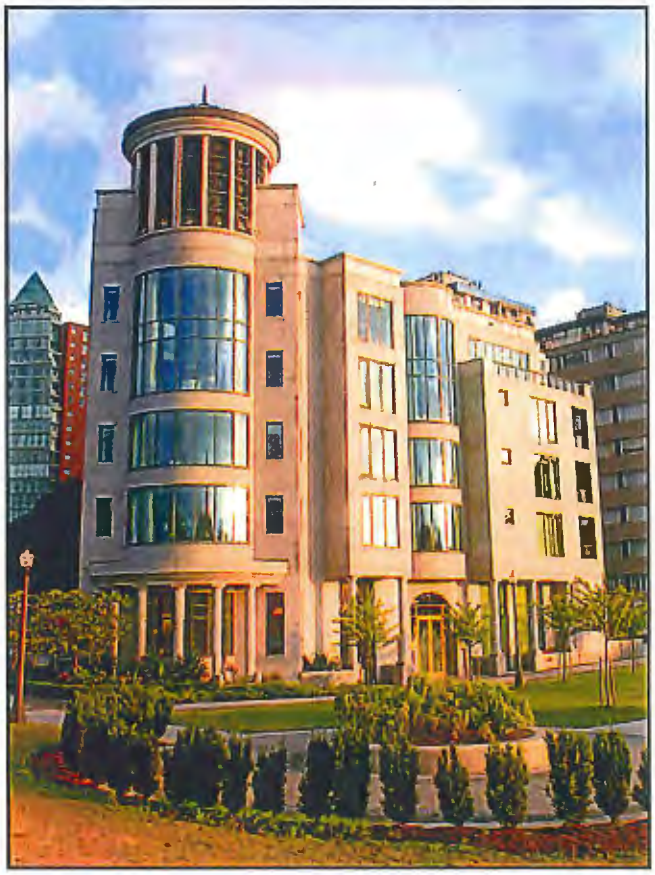
QUEEN ELIZABETH

The Chapel at Queen Elizabeth Park – Celebration Pavilion is a spectacular contemporary building that features a retractable glass wall, unveiling a natural outdoor backdrop as you say your wedding vows. Situated in *Queen Elizabeth Park* on the upper plaza level – the highest elevation in the centre of Vancouver, this wedding location offers absolute breathtaking views for you and your wedding guests to enjoy. 'Celebration Pavilion' is surrounded by public manicured gardens, lush trees and it is adjacent to an iluminated dancing fountains, creating an ideal location for your wedding day photographs.

The Chapel at Queen Elizabeth Park features:

- Contemporary wedding venue with seating for 135 people
- Vast colour selection of silk flower decor, officiant services and live music included with all Chapel packages
- Wheelchair accessible
- Bride's room which includes a separate washroom for the bride and her attendants.
- Grand Piano
- Covered Walkway
- Photo-Scenic Garden Setting

STANLEY PARK



The Chapel at Stanley Park has been a popular romantic wedding venue for couples from all around the world since April of 2001. It is located at the doorstep of the world famous Stanley Park – a beautiful 400 hectare evergreen & rainforest urban oasis with magnificent gardens and winding pathways. The Chapel at Stanley Park is a unique palatial wedding venue, ideal for an intimate, boutique-style wedding. The leaded glass window behind the raised altar; beautiful chandeliers; the black satin piano and the elegant, yet cozy, fireside bride's room all conspire to set the mood for an unforgettable wedding day.

Chapel Features Include:

- Raised altar with leaded glass backdrop designed by world class creative glass artist Andreas Mladek
- Beautiful silk flower arrangements included with Chapel rental
- Fully Air-Conditioned facilities
- Wheelchair accessible – including wheelchair lift and washroom
- State of the art lighting including Austrian Chrystal Chandelier and sconces
- Beautifully lit barrel vault ceiling over the aisle

Click the photograph below to view a slideshow featuring *The Chapel at Stanley Park*.

CONTACT ME

Feel free to email us through the blog or call any of our contact numbers below. Our wedding coordinators will be happy to answer any questions you may have.

STANLEY PARK

Email: stanleypark@thechapels.ca

Phone: 604.688.0770

QUEEN ELIZABETH PARK

Email: qe@thechapels.ca

Phone: 604.688.0701

MINORU PARK

Email: minoru@thechapels.ca

Phone: 604.687.7068

St Albans Anglican Church

604 604 278 2770

Church rental, Priest, Custodian, Music (Piano) Under $ 800

Church rental and custodian only $ 350 to $ 400

South Arm United Historic Church

604 277 4020

Rental

General Purposes Committee

Date: Monday, December 5, 2016

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 21, 2016, be adopted as circulated.

CARRIED

COUNCILLOR LINDA McPHAIL

1. **REFERRAL ON COUNCIL/SCHOOL BOARD LIAISON COMMITTEE RESOLUTION RELATING TO FENTANYL DRUG FORUM**
(File Ref. No.)

Council discussed the actions taken to date to combat the Fentanyl drug crisis and the importance of advocating for the banning of pill press machines, as was recently achieved by the Province of Alberta. As a result of the discussion, the following motion was introduced:

It was moved and seconded

(1) That a letter be sent to the Premier of BC, the Provincial Minister of Health, and the Federal Minister of Health, outlining actions taken in the City relative to the Fentanyl Drug crisis and the need to consider banning pill press machines; and

(2) That copies of the letter be forwarded to the local MLAs and MPs, the Federal and Provincial Leaders of the Opposition and the Richmond School Board.

CARRIED

FINANCE AND CORPORATE SERVICES DIVISION

2. FEDERAL GOVERNMENT PROPOSED SALE OF AIRPORT LAND ASSETS

(File Ref. No. 01-0130-01) (REDMS No. 5228880 v. 2)

It was moved and seconded

That a letter be sent to the Federal Minister of Transport, with copies to Metro Vancouver, Metro Vancouver Cities, and local MPs, outlining the City's strong opposition to the sale of Vancouver International Airport as part of the collective group of airport assets being considered for sale.

CARRIED

3. APPOINTMENT OF ACTING CORPORATE OFFICER

(File Ref. No. 05-1400-01) (REDMS No. 5232375)

It was moved and seconded

That Claudia Jesson, Manager, Legislative Services, be appointed as an Acting Corporate Officer for the purposes of carrying out statutory duties prescribed in section 148 of the Community Charter in the absence of, or as directed by, David Weber, Director, City Clerk's Office (Corporate Officer).

CARRIED

4. 2017 COUNCIL AND COMMITTEE MEETING SCHEDULE

(File Ref. No. 01-0105-01) (REDMS No. 5124167 v. 2)

Council considered the potential difficulties of scheduling meetings on the same days as the Union of BC Municipalities and Federation of Canadian Municipalities meetings. It was noted that the 2017 UBCM Convention will be in Vancouver and as such the Council meeting schedule need not be altered. Council agreed that the Parks, Recreation and Cultural Services meeting should be moved from September 26, 2017 to September 20, 2017.

It was moved and seconded
That the 2017 Council and Committee meeting schedule as shown in Attachment 2 to the staff report dated November 16, 2016, from the Director, City Clerk's Office, be approved with the following revisions:

(1) That the Regular Council meetings (open and closed) of August 14, August 28 and December 27, 2017 be cancelled; and

(2) That the August 21, 2017 Public Hearing be re-scheduled to September 5, 2017 at 7:00 p.m. in the Council Chambers at Richmond City Hall.

CARRIED

ENGINEERING AND PUBLIC WORKS DIVISION

5. RICHMOND MAJOR FACILITIES PROJECTS
(File Ref. No. 06-2045-01) (REDMS No. 5174871 v. 11)

In reply to questions relative to utilizing consultants, John Irving, Director, Engineering, and Serena Lusk, Senior Manager, Recreation and Sport Services, explained that it is beneficial to contract certain jobs as different projects require specialized levels of expertise. During advanced planning staff advised that key stakeholders will be consulted and public consultation will occur through open houses, Let's Talk Richmond and other opportunities.

Prior to calling the question on the motion, the Chair noted that the revised recommendation (attached to and forming part of these minutes as Schedule 1) would be used.

It was moved and seconded
(1) That the priority list of major facility projects for the period of 2016-2026 as follows:

(a) City Centre Community Centre North; (Developer Funded)

(b) Steveston Community Centre and Branch Library;

(c) Lawn Bowling Clubhouse;

(d) Britannia Shipyards National Historic Site and Phoenix Net Loft; and

(e) Richmond Animal Shelter;

be approved.

(2) ***That $2,000,000 for Advanced Planning and Design for Major Facilities Projects be considered in the 2017 Capital Budget process, as outlined in the staff report titled "Richmond Major Facilities Projects" dated November 29, 2016 from the Senior Manager, Capital Buildings Project Development and the Senior Manager, Recreation and Sport Services on the understanding that each project will be presented to Council for a final approval before work would commence.***

CARRIED

ADJOURNMENT

It was moved and seconded
That the meeting adjourn (4:24 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the General Purposes Committee of the Council of the City of Richmond held on Monday, December 5, 2016.

Mayor Malcolm D. Brodie
Chair

Shaun Divecha
Legislative Services Coordinator

Schedule 1 to the Minutes of the General Purposes Committee meeting of Richmond City Council held on Monday, December 5, 2016.

ON TABLE ITEM

New Recommendation
Replacement Page GP-37

City of Richmond

Report to Committee

To:	General Purposes Committee	**Date:**	November 29, 2016
From:	Jim V. Young, P. Eng., Senior Manager, Capital Buildings Project Development Serena Lusk Senior Manager, Recreation and Sport Services	**File:**	06-2045-01/2016-Vol 01
Re:	**Richmond Major Facilities Projects**		

Staff Recommendation

1. That the priority list of major facility projects for the period of 2016 – 2026 as follows:
   a. City Centre Community Centre North; (Developer Funded)
   b. Steveston Community Centre and Branch Library;
   c. Lawn Bowling Clubhouse;
   d. Britannia Shipyards National Historic Site and Phoenix Net Loft; and
   e. Richmond Animal Shelter; be approved.

2. That $2,000,000 for Advanced Planning and Design for Major Facilities Projects be considered in the 2017 Capital Budget process, as outlined in the staff report titled "Richmond Major Facilities Projects" dated November 29, 2016 from the Senior Manager, Capital Building Project Development and Senior Manager, Recreation and Sport Services on the understanding that each project will be presented to Council for a final approval before work would commence.

Jim V. Young

Serena

Jim V. Young, P. Eng.
Senior Manager, Capital Buildings Project Development
(604-247-4610)

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

Att. 1

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Arts, Culture & Heritage	☑	
Development Applications	☑	
Finance Department	☑	
Parks Services	☑	
Real Estate Services	☑	
Richmond Public Library	☑	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	**INITIALS:** DW	**APPROVED BY CAO**

Finance Committee

Date: Monday, December 5, 2016

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 4:24 p.m.

MINUTES

It was moved and seconded
That the minutes of the meeting of the Finance Committee held on November 7, 2016, be adopted as circulated.

CARRIED

LULU ISLAND ENERGY COMPANY

1. **2017 OPERATING BUDGET FOR THE LULU ISLAND ENERGY COMPANY**
(File Ref. No. 01-0060-20-LIEC1) (REDMS No. 5224654 v. 6)

In response to questions, Alen Postolka, Manager, District Energy, confirmed that the service fee represents the funding for existing staff salary expenses.

In reply to a follow up question, Jerry Chong, Director, Finance, noted that the service fee was not included in the base budget because Lulu Island Energy Company is still functioning as a start-up, requiring time to build financial strength. The City is funding the company from the City surplus in order to avoid a burden on the taxpayers. It was noted that the funding strategy will be evaluated on an annual basis.

John Irving, Director, Engineering, Mr. Postolka, and Mr. Chong, in reply to queries, stated that (i) district energy costs are covered through the user fees, (ii) the project needs to be evaluated every year but will be sustainable through the recovery of capital and operating costs, and (iii) the performance in terms of expenditure, revenue and return has come back higher than expected.

It was moved and seconded
That the report titled "2017 Operating Budget for the Lulu Island Energy Company" dated November 17, 2016 from the Chief Executive Officer and Chief Financial Officer, Lulu Island Energy Company be received for information.

CARRIED

RICHMOND PUBLIC LIBRARY BOARD

2. **2017 OPERATING BUDGETS FOR RICHMOND PUBLIC LIBRARY**
(File Ref. No. 03-0970-25) (REDMS No. 5244286 v. 2)

Greg Buss, Chief Librarian, Richmond Public Library, in reply to questions, confirmed that the additional funding is required to restore branch hours. Discussion ensued regarding funding options, such as funding the library on a per capita basis.

In response to a query, Mr. Chong stated that the municipal contribution for the same level of service is 2.86% for the library, compared to the City's operating budget increase of 1.19%. Staff noted that an increase in library funding of $400,000 to cover the additional level requests would result in a tax impact of roughly 0.2%.

It was moved and seconded

(1) That the 2017 Richmond Public Library budget of $8,994,000 as presented in Attachment 1 from the Chief Librarian and the Secretary to the Board, be approved.

(2) That the Richmond Public Library branch hours be restored to 2015 levels by utilizing savings within the library budget and augmented by City contingency accounts, with no additional tax impact.

CARRIED

FINANCE AND CORPORATE SERVICES DIVISION

3. **2017 COUNCIL COMMUNITY INITIATIVES ONE-TIME EXPENDITURES**
(File Ref. No. 03-0985-01) (REDMS No. 5204469 v. 1)

Melissa Shiau, Manager, Financial Planning and Analysis, responded to questions on the Gateway Theatre Society's request for an English and Chinese speaking community dialogue mechanism. Staff noted the proposal will aim to improve relationships and communication with the customer base, and respond to the changing demographic in Richmond and the community as a whole.

In response to queries, Cathryn Volkering Carlile, General Manager, Community Services, stated that the City does not have the expertise in-house to undertake the proposed project.

In reply to questions, Mr. Chong explained that funds for the one-time expenditures are taken from the Council Community Initiatives Account in order to take advantage of federal funding opportunities.

It was moved and seconded
That the one-time expenditure requests as outlined in Attachment 1 of the 2017 Council Community Initiatives One-Time Expenditures staff report, be received for information and staff be directed if any amounts should be included in the 5 Year Financial Plan (2017-2021).

CARRIED

4. **2017 CAPITAL BUDGET**
(File Ref. No. 03-0985-01) (REDMS No. 5207753 v. 2)

Andrew Nazareth, General Manager, Finance and Corporate Services, and Jerry Chong, Director, Finance, spoke on the Capital Budget process and noted the specific steps taken by staff and management throughout the year. In response to questions, Mr. Nazareth and Mr. Chong explained that:

- the interest rates are determined internally and take into account the comparative borrowing, cost of funding, and the income generated from investments;
- approval of the recommendation enables staff to take action on the projects described in the report,
- most programs have dedicated reserve funds and the funding cannot therefore be borrowed and allocated towards other programs;
- projected revenues for the Minoru Chapel part of the operating budget and cannot be used to offset capital budget restoration work;

- funds set aside for parkland acquisition enable the City to respond to opportunities to purchase land, with all specific land acquisitions requiring Council approval;
- the City's Procurement Policy allows the purchasing professionals to assess and act accordingly to ensure the best value is obtained for Richmond taxpayers; and
- due to the funding constraints and higher priority projects, the items which did not score as high are included on the 'not recommended' list for funding.

Robert Gonzalez, Deputy CAO and General Manager, Engineering and Public Works, responded to a question on the 2017 Unfunded Infrastructure Program projects, noting that projects can be brought back to Council for consideration, should the need arise due to public feedback.

Ms. Shiau confirmed that, following public feedback, the decision was made to begin the London Steveston Park Phase 1 of 3 next year.

Kim Somerville, Manager, Community Social Development confirmed that the Child Care Support item would be used for staffing and an analysis on the requirements of additional staff would be undertaken.

Mr. Gonzalez, in response to a query, informed Council that a report regarding ageing infrastructure of Richmond facilities would be brought forward in 2017.

Mike Redpath, Senior Manager, Parks, replied to statements on the trees in the area of the Britannia Landscaping Improvements and Wayfinding project and the Garden City Lands project, and confirmed that he would take the requests for planting native species under advisement.

Mr. Gonzalez discussed the Dike Upgrades project and advised that the level of funding varies each year. Council noted that it is important to emphasize to the public regarding the City's significant funding for dikes and flood protection initiatives.

In reply to questions on the Sanitary Facility Land Acquisition for Grease Management project, Mr. Gonzalez listed the actions being taken by the City to replace sanitary pump stations and mitigate the damage caused by grease.

Mr. Gonzalez further confirmed that work on minor capital projects can be undertaken throughout the year at Council's discretion.

Mr. Redpath, in response to questions on various projects confirmed that:

- the City Tree Planting Program is funded through development and each year a withdrawal is made. The strategy is to purchase as many trees as possible and to grow the tress in the City nursery to ensure availability when needed;
- the Rideau Neighbourhood Park Playground project is a priority and inspections of playgrounds are regularly conducted; and
- due to increased usage of the new Minoru Park fields the Minoru Latrace Backstop Upgrades project's primary goal is to reduce safety hazards to passing pedestrians and park users.

Victor Wei, Director, Transportation, responded to a question on the Accessible Pedestrian Signal Program and noted that the enhancements were to existing signalized intersections.

Grant Fengstad, Director, Information Technology, in speaking to the Program Registration and Facility Booking Solution project, stated that the current provider has notified the City that the software would be discontinued and support ceased at the end of 2017. As a result, the project will be dedicated to finding a replacement to the existing software.

Cllr. Steves left the meeting (5:38 p.m.).

Ms. Carlile noted that, contrary to the implied statements on FIN-192, the decision had not yet been made to demolish the Minoru Park Aquatic Centre and that a report would be coming forward shortly.

As part of 2018 to 2021 Capital Program, Mr. Redpath noted that the Garden City Lands Phase 3 to 6 to highlight the development of the Community Hub area, as it relates to Phase 2 of the project for 2017.

It was moved and seconded

(1) That the 2017 Capital Budget totalling $102,925,549 be approved and staff authorized to commence the 2017 Capital Projects; and

(2) That the 2017 Capital Budget totalling $102,925,549 and the 2018-2021 Capital Projects be included in the 5 Year Financial Plan (2017-2021).

CARRIED

5. **2017 PROPOSED OPERATING BUDGET**
(File Ref. No. 03-0985-01) (REDMS No. 5243400)

Andrew Nazareth, General Manager, Finance and Corporate Services, and Jerry Chong, Director, Finance, introduced the 2017 Proposed Operating Budget and briefly commented on the main components the budget, which include a tax increase of 1.19% for maintenance of same level of services, a 0.7% increase for the growth in operations, and a 0.56% increase for Richmond RCMP, for a total proposed tax increase of 2.45%. The staff recommendation also includes a further 1% to reserves in accordance with the City's Long Term Financial Management Strategy.

Cllr. Steves returned to the meeting (5:42 p.m.).

In reply to questions, Renny Nesset, OIC, explained that the Richmond RCMP Detachment has one year to fill the positions following the approval from the Federal Minister. The OIC noted that all of the requested positions from last year are anticipated to be filled within the allotted year. The OIC provided an overview of the recruitment and hiring of officers.

Superintendent Nesset confirmed that the City is invoiced for 189 police officers. Council requested that updates be provided throughout the year regarding the recruitment of officers.

Council discussed the possibilities of mitigating the impacts of the tax increase on Richmond taxpayers.

Council proposed an additional recommendation to include $1,000,000 from the Rate Stabilization Account towards general taxes. There was agreement to deal with Parts (1) through (6) separately.

It was moved and seconded

(1) That the 2017 Operating Budget presented in the staff report titled 2017 Proposed Operating Budget dated November 30, 2016 from the Director, Finance with a total tax increase of 1.89% before additional levels of service, be approved;

CARRIED
Opposed: Cllr. Day

(2) That ongoing additional levels in the amount of $162,682 with a tax impact of 0.08% as presented in Attachment 9 of the staff report titled 2017 Proposed Operating Budget from the Director, Finance be approved;

CARRIED
Opposed: Cllr. Day

(3) ***That ongoing additional levels for policing in the amount of $2,285,685 for 11 additional police officers and 3 municipal employees to support the RCMP detachment with a tax impact of 0.48% in 2017 and 0.51% in 2018 as presented in Budget Option 3 of the staff report titled 2017 Proposed Operating Budget from the Director, Finance be approved;***

CARRIED
Opposed: Cllr. Au

(4) ***That the Rate Stabilization Account be used to pay for the capital and other one time costs associated with the additional 11 police officers and 3 municipal employees to support the RCMP detachment for a total of $272,000; and***

CARRIED
Opposed: Cllrs. Au
Loo
McNulty

(5) ***That $1,000,000 from the Rate Stabilization Account be used towards general taxes to reduce the base level of taxation.***

CARRIED
Opposed: Cllrs. Loo
McNulty

(6) ***That a tax increase of 1.00% for community facilities infrastructure replacement needs as per Council's Long Term Financial Management Strategy, be approved; and***

CARRIED
Opposed: Cllrs. Au
Day
McNulty

(7) ***That the 2017 Proposed Operating Budget as described above and the 2018-2021 same level of service base budget be included in the 5 Year Financial Plan (2017-2021).***

CARRIED
Opposed: Cllr. Day

6. **2017 ONE-TIME EXPENDITURES**
(File Ref. No. 03-0985-01) (REDMS No. 5204512)

With regards to the Museum and Artefact storage request that is presently not recommended, staff were requested to track this item and bring it forth in the future as part of an overall strategy for a new museum.

Tim Wilkinson, Fire Chief, noted that the intent of the Emergency Programs Plan and the Richmond Fire Rescue Plan Updates would be to have a consultant analyze the plans while having internal staff work with the consultant as a professional development opportunity.

In response to queries, Jane Fernyhough, Director, Arts, Culture and Heritage Services, commented that the Major Event Funding for 2018 needs to be requested a year in advance as an initial allocation and that staff will bring forward detailed reports on the event programs for Council approval. In response to a follow up question, Mr. Nazareth noted that the funds received from sponsorship funding for major events is usually calculated into the budget and projects can be scaled back if anticipated funding is not received.

In response to questions, Ivy Wong, Manager, Revenue, confirmed that the interest rate for the Auto Property Tax Deferral Renewal is 0.7% and the deferral program is currently being used by 5000 tax payers. The system is expected to arrive in 2018 allowing residents to complete the process online from their homes.

In reply to a question, Kim Somerville, Manager, Community Social Development, advised that the aim of the Connected Richmond – Community Harmony Research Project is to improve public engagement, cultural communication, and interaction with different stakeholders and agencies in the City.

In reply to questions, Ms. Fernyhough explained that the Gateway Theatre Main Stage Lighting Replacement cannot be undertaken in phases as the project requires the replacement of the entire lighting system.

Mike Redpath, Senior Manager, Parks, in response to a question, communicated that the Partners for Beautification Program was established in 1997. The program has generated invaluable sponsorships and many volunteer hours, and a refresh of the program will be a worthy investment.

In reply to various questions, Ms. Fernyhough commented that:

- the new Museum and City Hall Display Cases would reduce staff costs due to improved efficiencies;
- the rental fees from weddings and picnics contribute to the London Heritage Farm operations, however, the income from those events alone are not enough to fund the upgrades to the building; and

- the funding for the Update of the Richmond Arts Strategy is towards an update to the blueprint which was created by staff years ago including a needs assessment of art events which are needed within the community.

Comments were made on the Minoru Arenas Infrastructure Replacements and staff were requested to recirculate a previous report regarding infrastructure replacements.

It was moved and seconded
That the recommended one-time expenditures in the amount of $7,789,167 as outlined in Attachment 1 of the 2017 One-Time Expenditures staff report, be approved for funding from the Rate Stabilization Account.

CARRIED
Opposed: Cllr. Day

ADJOURNMENT

It was moved and seconded
That the meeting adjourn (6:45 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 5, 2016.

Mayor Malcolm D. Brodie
Chair

Shaun Divecha
Legislative Services Coordinator

Planning Committee

Date:	Tuesday, December 6, 2016
Place:	Anderson Room Richmond City Hall
Present:	Councillor Linda McPhail, Chair Councillor Bill McNulty Councillor Chak Au Councillor Carol Day Councillor Harold Steves
Call to Order:	The Chair called the meeting to order at 4:00 p.m.

MINUTES

It was moved and seconded
That the minutes of the meeting of the Planning Committee held on November 22, 2016, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

December 20, 2016, (tentative date) at 4:00 p.m. in the Anderson Room

COMMUNITY SERVICES DIVISION

1. **RCSAC SOCIAL SERVICES FUNDING AND SPACE NEEDS**
(File Ref. No. 08-4040-01) (REDMS No. 5042552 v. 3)

In reply to queries from Committee, Alex Nixon and Cathy Chiu, Co-Chairs of the Richmond Community Services Advisory Community (RCSAC), noted that (i) charitable organizations typically issue tax receipts for in-kind donations, (ii) charitable organizations consider all types of partnership models to acquire space, and (iii) the RCSAC has an action group on space needs and is preparing a report on the matter expected in the Spring of 2017.

Discussion ensued with regard to (i) partnerships with commercial property owners, (ii) potential short and long-term solutions to address space needs, and (iii) collaborating with other charitable organizations to pool resources and acquire a centralized facility.

Committee commended the RCSAC for their work in the community.

It was moved and seconded
That the 2014/15 Richmond Community Services Advisory Committee (RCSAC) Social Services and Space Needs Survey Results, identified in Attachment 2 of the staff report titled, "RCSAC Social Services Funding and Space Needs", dated November 17, 2016, from the General Manager, Community Services be received for information.

CARRIED

PLANNING AND DEVELOPMENT DIVISION

2. **APPLICATION BY 0731649 BC LTD. FOR REZONING AT 9491, 9511, 9531, 9551, 9591 ALEXANDRA ROAD FROM "SINGLE DETACHED (RS1/F)" AND "TWO-UNIT DWELLINGS (RD1)" TO "LOW RISE APARTMENT (ZLR30) – ALEXANDRA NEIGHBOURHOOD (WEST CAMBIE)"**
(File Ref. No. 12-8060-20-009638; RZ 16-734204) (REDMS No. 5195334 v. 3)

Wayne Craig, Director, Development, reviewed the application noting that the proposed development (i) is considered as a financial contributing site to the Kiwanis development and will provide approximately $892,000 towards the City's Affordable Housing Reserve, (ii) will contribute six affordable housing units, (iii) will provide the standard Alexandra area amenity contribution, (iv) will be connected to the Alexandra District Energy Utility, and (v) will have a servicing agreement for frontage improvements on all three road frontages and construction of the West Cambie Greenway.

In response to queries from Committee, Mr. Craig noted that contribution requirements for public art and West Cambie beautification are identified in the area plan amenity policy and those contributions cannot be reallocated towards affordable housing without amending the application. Also, Joe Erceg, General Manager, Planning and Development, added that staff are currently reviewing public art and affordable housing requirements.

Discussion ensued with regard to (i) Kiwanis affordable housing funding model, (ii) adding solar panels to the proposed development, (iii) encouraging developments to include solar energy, and (iv) advocating senior levels of government for subsidies on solar energy.

In reply to queries from Committee, Mr. Erceg noted that sustainability staff can provide more information on the Provincial solar energy policies.

It was moved and seconded

(1) That Richmond Zoning Bylaw 8500, Amendment Bylaw 9638 to create the "Low Rise Apartment (ZLR30) – Alexandra Neighbourhood (West Cambie)" zone, and to rezone 9491, 9511, 9531, 9551, 9591 Alexandra Road from "Single Detached (RS1/F) and Two-Unit Dwellings (RD1)" to "Low Rise Apartment (ZLR30) – Alexandra Neighbourhood (West Cambie)", be introduced and given first reading;

(2) That 9491, 9511, 9531, 9551, 9591 Alexandra Road be approved as an Affordable Housing Special Development Circumstance "donor" site; and

(3) That the entire cash-in-lieu affordable housing contribution of $892,634 for the rezoning of 9491, 9511, 9531, 9551, 9591 Alexandra Road (RZ 16-734204) be allocated to the capital Affordable Housing Reserve Fund established by Reserve Fund Establishment Bylaw No. 7812.

CARRIED

3. **APPLICATION BY PETER HU FOR REZONING AT 6231 BLUNDELL ROAD FROM "SINGLE DETACHED (RS1/E)" TO "COACH HOUSES (RCH1)"**

(File Ref. No. 12-8060-20-009644; RZ 16-731320) (REDMS No. 5209527)

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9644, for the rezoning of 6231 Blundell Road from "Single Detached (RS1/E)" to "Coach Houses (RCH1)", be introduced and given first reading.

CARRIED

4. **AGRICULTURAL LAND RESERVE APPEAL APPLICATION BY GURDIAL S. BADH FOR SUBDIVISION AT 15240 AND 15260 WESTMINSTER HIGHWAY**
(File Ref. No. AG 16-748982) (REDMS No. 5216005)

Mr. Craig reviewed the application, noting that (i) staff are recommending that the application, which would facilitate the subdivision of the subject site, be denied, (ii) staff are of the opinion that the application will not be consistent with the Richmond Agriculture Viability Strategy (RAVS) and will increase fragmentation of agricultural land, (iii) the Agricultural Advisory Committee reviewed the proposal and has not expressed support for the application, and (iv) the application has the potential to increase residential development on the subject site.

Discussion ensued regarding the historical policies permitting subdivision of agricultural land.

Gurdial Badh, owner of 15240 and 15260 Westminster Highway, referenced his submission (attached to and forming part of these minutes as Schedule 1), and reviewed his application for subdivision of the subject site.

Discussion then took place with regard to (i) the subject site being listed for sale, (ii) requirements for a farm access road on-site, and (iii) the diverse types of farming operations in the area.

It was moved and seconded
That authorization for Gurdial S. Badh to make a non-farm use application to the Agricultural Land Commission to allow a subdivision to adjust the lot lines at 15240 and 15260 Westminster Highway be denied.

CARRIED

5. **UPDATE: POSSIBLE CASINO IN DELTA**
(File Ref. No.) (REDMS No. 5233109)

Terry Crowe, Manager, Policy Planning, updated Committee on a possible Casino in Delta, noting that the Corporation of Delta has expressed interest in locating the proposed casino in the Town and Country Inn. Mr. Crowe added that the proposed recommendation would advise the British Columbia Lottery Corporation (BCLC) and the Corporation of Delta that, if there is a casino south of the Fraser River, it should be located away from Richmond so as not to negatively affect the City and the River Rock casino.

Discussion ensued regarding the potential impact of a new casino on the River Rock casino and the British Columbia Lottery Corporation's approval process.

It was moved and seconded
That the British Columbia Lottery Corporation (BCLC) and the Corporation of Delta (Delta) be advised that:

(1) the City of Richmond is opposed to any casino south of the Fraser River; and

(2) the City of Richmond should be fully consulted and given at least 90 days, to respond to any future Gaming Control Act and Local Government Act (e.g., for Official Community Plan amendment) notices regarding the proposed casino.

CARRIED

6. MANAGER'S REPORT

(i) Maximum House Size on the Agricultural Land Reserve

Mr. Crowe advised that staff met with members of the Agricultural Land Commission (ALC) and the Ministry of Agriculture to discuss setting maximum size limits for houses on the Agricultural Land Reserve (ALR) on December 1, 2016. He added the Province will not consider initiatives to limit house size in the ALR, however has indicated that they are willing to provide information on the ALR house size standards of other municipalities. Also, Mr. Crowe further noted that the ALC has indicated that they have not recently received requests from other municipalities to limit house size within the ALR.

Discussion ensued with respect to encouraging the Province to address house size in the ALR and possibly submitting a resolution on the matter to the Lower Mainland Local Government Association.

(ii) Mylora Development

Mr. Craig updated Committee on the Mylora development, noting that the City has provided information on the trees that could be removed to the developer. He added that the City has requested that trees be kept along the front portion of the site until the rezoning application has been considered by Council and that trees within riparian management areas and areas associated with the Ministry of Transportation and Infrastructure Highway 99 widening remain in place. Mr. Craig further advised that the ALC has not yet approved the non-farm use application.

ADJOURNMENT

It was moved and seconded
That the meeting adjourn (5:08 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 6, 2016.

Councillor Linda McPhail
Chair

Evangel Biason
Legislative Services Coordinator

Schedule 1 to the Minutes of the Planning Committee meeting of Richmond City Council held on Tuesday, December 6, 2016.

Proposal Lot Alignment/Subdividing my property located in ALR

15240-15260 Westminster Hwy, Richmond, BC

Gurdial S. (Dale) Badh

Proposal for Lot Alignment/Subdividing 15240-15260 Westminster Hwy

Dear Council Members and Staff,

Thank you for taking the time to review my application.

I am requesting approval from the Council members to approve a Lot Alignment/subdivision of these 2 properties totaling 20 Acres located at 15240-15260 Westminster Hwy, into 2 equal lots of 10 acres each.

I have been in the Real Estate Business for 30 years with vast experience in Selling and farming Agricultural properties in the Lower Mainland and Fraser Valley. I know the importance of preserving Farmland for our future generations which I always emphasize to my clients who themselves do see the value as most of them come from a farming back ground from Punjab India.

My family has a long history of farming in India and now in Delta & Richmond:

Since 1993, my 2 brothers (both professionals an Accountant and Economic Professor) and I have owned and operate 2 successful blueberry farms in Ladner, The 2 farms in Ladner are a total of 90 acres combined. We bought these when none of my farming clients wanted to buy as they were in poor condition, We started these 2 farms from scratch as the farms were owned by oversea owners and were leased and were neglected by the tenants. We worked hard and it has been a labor of love and now it's one of the Best Blueberry farm producing fruits for the locals as well as being exported. This family farming venture was full of challenges and however with our commitment we able to bring land into production.

To give you a brief history of these 2 properties:

I have owned these 2 properties located on Westminster Hwy since March of 2012. I purchased these properties and plans were to build our new family home and farm the land, However I do not have any plans to build on the farm at the present time as we have built a family home in Terra Nova area and reside there as a joint family. The property 15240 Westminster is almost ¼ acre parcel with 2 bedroom home and 15260 Westminster is 19.8 acres of land and has a 3 bedroom home with blueberries, Prior to me purchasing, the farm was leased out by the previous Asian owners for years to a local blueberry contractor and the Lessee was not taking care of the berries as the whole farm was neglected as he was mainly concerned with making profit.(He was also leasing this and next door 20 acres). It took me few years to clean up the field of dead plants and replanting new plants where needed and we have spent close to $500,000.00 dollars with new equipment and improvements to irrigation system. Now it's starting to produce to almost 50% of its full potential. You can see the next door farm which is owned by overseas owners and has been totally neglected with the berries almost finished due to lack of maintenance and care.

The reason for requesting lot alignment/subdivision is as follows:

My Family and I want to carry on farming but it has to make financial sense as at this rate. There is a financial burden as Blueberries are not giving the return a farmer needs to make end meets. With land prices the way it is here in Richmond it makes it very difficult for a Canadian family to own and operate a large farm but they can manage 5-10 acres unless you are a Pioneer families who have been farming for long time. I have many clients who operate successful 5-10 acres blueberry farms and are doing well as they have other primary source of income. To be able to operate successfully we need to make farming affordable by offering incentives.

I wish to do an alignment/subdivide and have my brother and parents take over the financial burden of 10 acres to look after and farm that portion for themselves and I will keep one 10 acres parcel for myself.

The West parcel that I wish to have my brother and parents take over will have 2 houses on it. The smaller home would be for the Farm worker/ caretaker who will be permanently residing there and will look after both of the farms. The second residence will be for my brother and parents use. In order to comply with the City zoning I am prepared to do an addition to make 2 homes into 1 with a 2 bedroom legal suite rather than tearing it down. However with that said, if the City wishes, the home can been torn down to comply with the zoning bylaw.

In conclusion I have done everything possible to bring the Farm into Active Blueberry producing farm and by doing the alignment of 2 equal parcels it makes it more affordable for me and my family to manage as it would be a lesser financial burden on me by farming the 20 acres by myself. Otherwise I would have no choice but to sell because in today's blueberry prices the farmer is getting $1/pound and cost of production is almost close to it. By doing the Alignment I am not taking the Agricultural component away from the properties but rather enhancing as smaller parcels are easy to manage keep producing blueberries. I hope the council will see the value in my proposal and allow for the alignment.

I thank you all once again for your time and consideration and am here to answer any questions the panel may have.

Sincere Regards,

Gurdial S. (Dale) Badh

PGL ENVIRONMENTAL CONSULTANTS
1200 – 1185 West Georgia Street
Vancouver BC V6E 4E6
604 682 3707
pggroup.com

October 28, 2016
PGL File: 4965-01.01

Via E-mail: **dalebadh@gmail.com**

Gurdial Badh Group
#410N – 650 West 41st Avenue
Vancouver, BC
V5Z 2M9

Attention: **Dale Badh**

RE: ASSESSMENT OF POTENTIAL IMPACTS – 15240 AND 15260 WESTMINSTER HIGHWAY, RICHMOND, BC

Gurdial Badh Group retained PGL Environmental Consultants (PGL) to prepare an objective, professional assessment of potential impacts of the proposed subdivision and realignment of the property line for 15240 and 15260 Westminster Highway, Richmond, BC (the Site) to create two 4.06ha parcels. PGL's assessment is intended to identify any potential impacts as well as how the subdivision may or may not affect the properties farmability and future potential for farming on the property.

Our assessment includes a description of the Site and environmental features, a desktop review of the Site soils' agricultural capability, and a review of crop suitability.

Site Description

The subject properties are currently improved with single family dwellings and sheds, are actively farmed for blueberries (Photographs in Appendix 1), and have been in blueberry production for the last 20 years. Both properties are zoned AG1 by the City of Richmond and are located within the Agricultural Land Reserve. AG1 zoned land includes traditional sites zoned for agricultural purposes and provides for a wide range of farming and compatible uses consistent with the provisions of the Agricultural Land Reserve.

The southern portion of 15260 Westminster Highway is undeveloped and classified as an Environmentally Sensitive Area (ESA) by the City of Richmond. The ESA is intended to protect significant natural features, including native vegetation, fish and wildlife habitat, and important geological or physiographic features. ESAs generally do not limit agricultural practices.

The legal descriptions of the parcels are provided below:

Parcel Size	893m^2
Civic Address	15240 Westminster Highway, Richmond, BC
Legal Description	Lot 28 Section 10 Block 4 North Range 5 West New Westminster District, Plan 37432
Property Identifier	PID # 007-619-031
Registered Owner	Gurdial Sing Badh

Parcel Size	80,256m²
Civic Address	15260 Westminster Highway, Richmond, BC
Legal Description	Lot 25 Except: Part Subdivided by plan 37432, Section 10 Block 4 North Range 5 West New Westminster District, Plan 34237
Property Identifier	PID # 007-000-766
Registered Owner	Gurdial Sing Badh

Site Soils and Crop Suitability

The soils on the subject property and the surrounding area consist primarily of six complexes of similar aerial extent. Soils occur in distinct bands that run across the Site in a west to east orientation. These soils were classified and originally mapped by Luttmerding[1] (1980) and include Delta, Blundell, Annis, Lulu, Richmond, and Triggs soils.

While soils vary across the site, suitable crops identified for each soil series are consistent across the site and include a very wide range of crops[2]. Climatically adapted crops have been placed into one of three groups depending on the level of management required to achieve an acceptable level of production, which include:

- **Well Suited Crops** – a low to moderate level of management inputs are required to achieve an acceptable level of production;
- **Suited Crops** – a moderate to high level of management inputs are required to achieve an acceptable level of production; and
- **Unsuited Crops** – the crops are not suited to the particular soil management group.

No well-suited crops are associated with any of the site soils. Well suited, suited, and unsuited crops for each soil series are summarized below.

Soil Series	Well Suited Crops	Suited Crops	Unsuited Crops
Blundell, Annis	None	Annual legumes, blueberries, cereals, cole crops, corn, perennial forage crops, root crops and shallow rooted annual vegetables	Nursery and Christmas trees, raspberries, strawberries and tree fruits
Richmond, Lulu	None	Annual legumes, blueberries, cereals, cole crops, corn, perennial forage crops, root crops and shallow rooted annual vegetables	Nursery and Christmas trees, raspberries, strawberries and tree fruits
Delta	None	Annual legumes, blueberries, cereals, cole crops, corn, perennial forage crops, root crops (except carrots), shallow rooted annual vegetables (except celery) and strawberries.	Carrots, celery, nursery and Christmas trees, raspberries and tree fruits.

[1] Luttmerding, H.A. Soils of the Langley-Vancouver map area. BC Ministry of Environment. 1980.

[2] Bertrand, R.A., Hughes-Games, G.A. and Nikkel, D.C. 1991. Soil Management Handbook for the Lower Fraser Valley. BC Ministry of Agriculture, Fisheries and Food.

The Triggs soil group consists of deep fibric peat deposits. These soils have a reduced range of suitable crops and where cultivated are planted with blueberries and/or cranberries. Where these crops are not being cultivated, the peat soils have either been mined or used for industrial or construction landfill.

Agricultural Capability

Land capability for agriculture in BC rates the capability of the land and climate to grow a wide range of crops. The scientifically based process assesses limitations to agricultural production in relation to crop growth and management, and assigns a rating from 1 to 7 based on the number of limitations - with class 1 soils having no limitations and class 7 soils having many limitations and no capability for agriculture. An explanation n for agricultural capability classes is attached in Appendix 1.

The agricultural capability usually provides both an: unimproved and improved rating. Unimproved ratings describe the land in its native condition without any improvements to the site or soil, such as drainage and irrigation. Improved ratings indicate soil capability with appropriate management practices. Not all agricultural lands are similar and not all agricultural land are capable or suitable for producing all agricultural products, regardless of the level of management applied.

Typically, the Agricultural Land Commission considers soils with class 1 to 4 ratings as sites being capable of agricultural production. although even soils that are not suitable for most crops may be highly suitable for a single crop such blueberries.

Historical surveys indicate the main agricultural limitation of the soils in the area is excess water, undesirable structure, and salinity. The existing, less-detailed historical survey had mapped the Site with:

- An improved agricultural capability classification of 70% 2WDN[3] and 30% 3WN and an unimproved rating of 100% 4W in the northern portion of the Site[4];
- An improved agricultural capability classification of 60% 3WN and 40% 2WDT[5] an unimproved rating of 100% 4W in the northern part of the central portion of the Site;
- An improved agricultural capability classification of 60% 3DW and 40% 3WN and an unimproved rating of 60% 4WD and 40% 4W in the southern part of the central portion of the Site; and
- An improved agricultural capability classification of 100% Ø3LW[6] and an unimproved rating of 100% Ø4W in the south eastern part of the Site

Analysis

Realignment of the property line will not adversely affect the agricultural capability, suitability or ability to farm the properties located at 15240 or 15260 Westminster Highway following realignment

[3] Excess water (W), Nutrient deficiency (N) and Undesirable soil structure (D)

[4] Interpretation of the mapping for soils in the northern part of the Site (an improved agricultural capability classification of 70% 2WDN and 30% 3WN and an unimproved rating of 100% 4W) is as follows:

- 70% of the polygon has an improved agricultural capability of Class 2 with limitations of excess water (W) undesirable structure (D) and nutrient deficiency (N).
- The remaining 30% of the polygon has an improved agricultural capability of Class 3 with a limitation of excess water and nutrient deficiency.
- When considering the unimproved agricultural capability, the entire polygon (100%) has an agricultural capability of Class 4 with excess water limitations.

[5] Topography (T)

[6] Organic soil (Ø) and Soil structure (L)

of the property line. In the current configuration, the property at 15240 Westminster Highway, which has a parcel size of 893m^2 does not have enough land to afford any farming opportunities and does not meet the intention of the AG1 zoning or Agricultural Land Reserve. Realignment of the property boundaries will result in the formation of two parcels that will continue to have the ability to be farmed for their current crop (blueberries) or for a variety of other suited crops in the future, whether they are farmed as a single unit or by different land owners.

Subdivision of land in the Agricultural Land Reserve within the City of Richmond is not be permitted unless approved by the Provincial Agricultural Land Commission. Where the approval of the Provincial Agricultural Land Commission is not required, the minimum lot area required by the City of Richmond is 2.0ha. The proposed realignment will result in two properties, each 4.06ha in size.

Realignment of the property line will result in the two existing residences being located on a single property, which will be out of compliance with current zoning requirements. The property owner and City of Richmond will be required to resolve the issue.

While subdivision will result in a reduction of size for 15260 Westminster Highway, the proposed lot sizes will still be larger than some similarly AG1 zoned properties located in the vicinity of the Site including:

- Properties east of the sites on Westminster Highway (lots 6051 through 6531) which have an average lot size of 0.58 ha, and
- Proeprties on the west side of No. 7 Road (lots 6051 through 6531) which have an average size between 0.31- 0.87ha.

CONCLUSION

Realignment of the existing property line will result in formation of two 4.06 ha parcels with improved agricultural capability ratings between Class 2 and 3, with a wide selection of suited crops. Based on PGL's assessment of the capability and suitability of the sites and the range of crops that can be grown on site, we conclude that realignment will not affect the current agricultural suitability of the properties, nor their future potential.

CLOSING

We trust that this meets your needs. If you have any questions or require clarification, please contact Stewart Brown or Ned Pottinger at 604-895-7612 and 604-895-7600, respectively.

PGL ENVIRONMENTAL CONSULTANTS

Per:

Stewart Brown, M.Sc. P.Ag., R.P.Bio.
Lead Consultant

E.L. (Ned) Pottinger, M.Sc., P.Geo., P.Ag.
Chairman

CSB/ELP/slr
\\pgl-van-file1\Project Files\4900-4999\4965 - Gurdial S. (Dale) Badh\01-01_Client Docs\l-4965-01-01-Oct16.docx

Attachments:
Appendix 1 Site Photographs
Appendix 2 Agricultural Capability Classes
Appendix 3 Land Survey

Appendix 1

Site Photographs

Photograph 1:

Residence located at 15260 Westminster Highway

Photograph 2:

Residence located at 15240 Westminster Highway

Photograph 3:

Existing blueberry operations looking south

Photograph 4:

Existing blueberry operations looking north

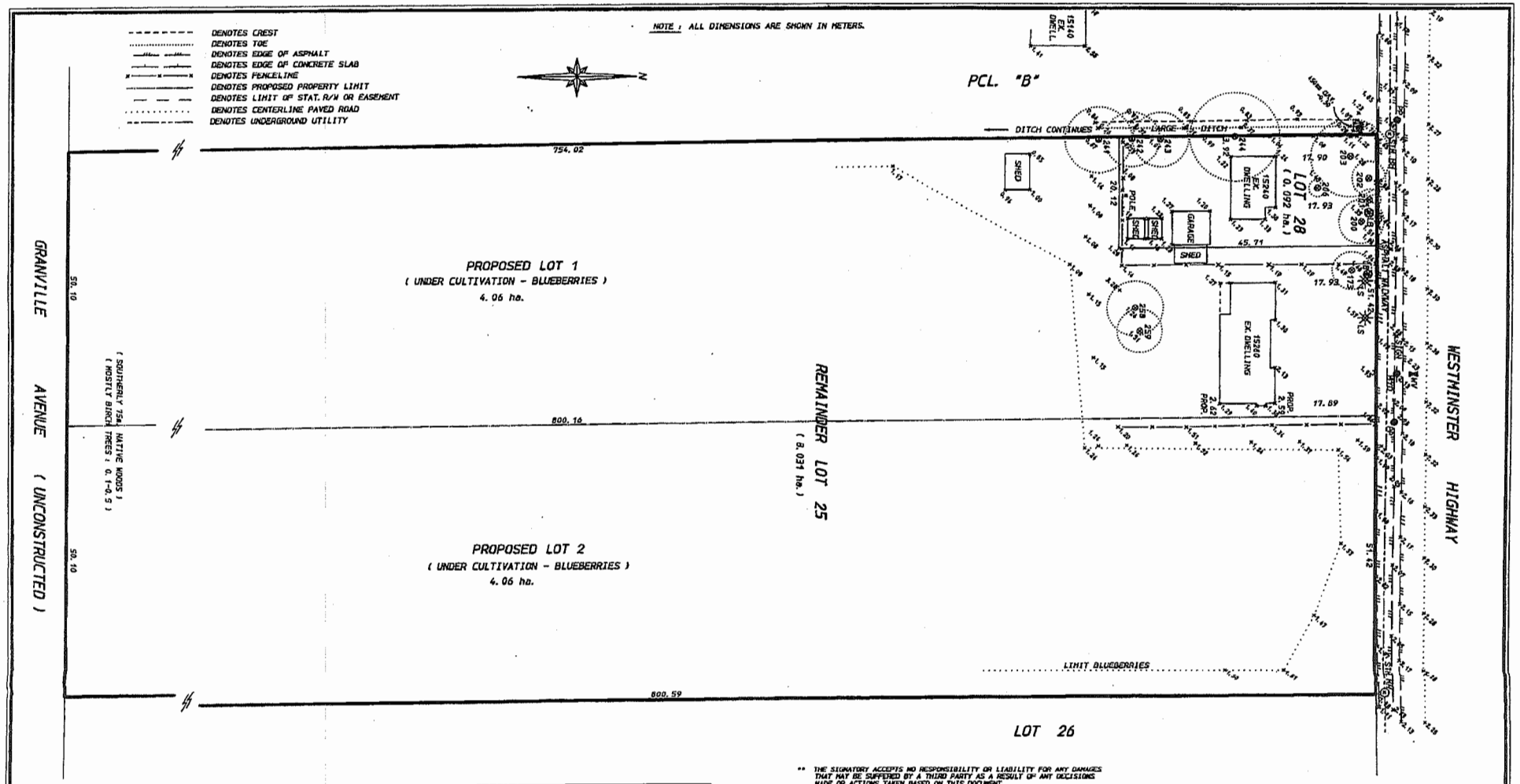
Photograph 5:

Blueberry production extending south towards the ESA (forested area)

Appendix 3

Land Survey

PGL
ENVIRONMENTAL CONSULTANTS



TREE TABLE			
TREE No.	SPECIES AND/OR DESCRIPTION	TRUNK DIA. (m)	DRIP LINE (m)
173	DECIDUOUS	(4) 0.15	3.5
200	DECIDUOUS	0.40	4
201	DECIDUOUS	0.20	2
202	DECIDUOUS	0.20	3
203	DECIDUOUS	1.00	7
206	ORNIMENTAL CEDAR	0.50	1.5
241	CONIFER	0.80	6
242	CONIFER	0.50	5
243	CONIFER	0.50	5
244	CONIFER	0.70	5
258	DECIDUOUS	0.40	5
259	DECIDUOUS	0.20	4

THIS PLAN MAY BE AFFECTED BY THE FOLLOWING REGISTERED DOCUMENTS:

ZONING REGULATIONS UNDER THE AERONAUTICS ACT (CANADA) 117084 PLAN 61216

MAY BE AFFECTED BY THE AGRICULTURAL LAND COMMISSION ACT; SEE AGRICULTURAL LAND RESERVE PLAN NO. 1, DEPOSITED JULY 30, 1974.

** THE SIGNATORY ACCEPTS NO RESPONSIBILITY 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.

** THIS DOCUMENT SHOWS THE RELATIVE LOCATION OF THE SURVEYED STRUCTURES AND FEATURES WITH RESPECT TO THE BOUNDARIES OF THE PARCELS DESCRIBED ABOVE. THIS DOCUMENT SHALL NOT BE USED TO DEFINE PROPERTY LINES OR PROPERTY CORNERS.

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B.C. LAND SURVEYOR'S - LOCATION CERTIFICATE ON

SHOWING BUILDINGS, TREES AND PROPOSED SUBDIVISION OF LOT 28; PLAN 37432 AND LOT 25; PLAN 34237 EXCEPT: PART SUBDIVIDED BY PLAN 37432 BOTH OF SECTION 10 BLOCK 4 NORTH, RANGE 5 WEST, NWD

PIDs: 007-619-031
007-000-766

SCALE: 1:500

0 5 10 20 30 40 50

CIVIC ADDRESS: 15240/15260 - WESTMINSTER HIGHWAY, RICHMOND, B.C.

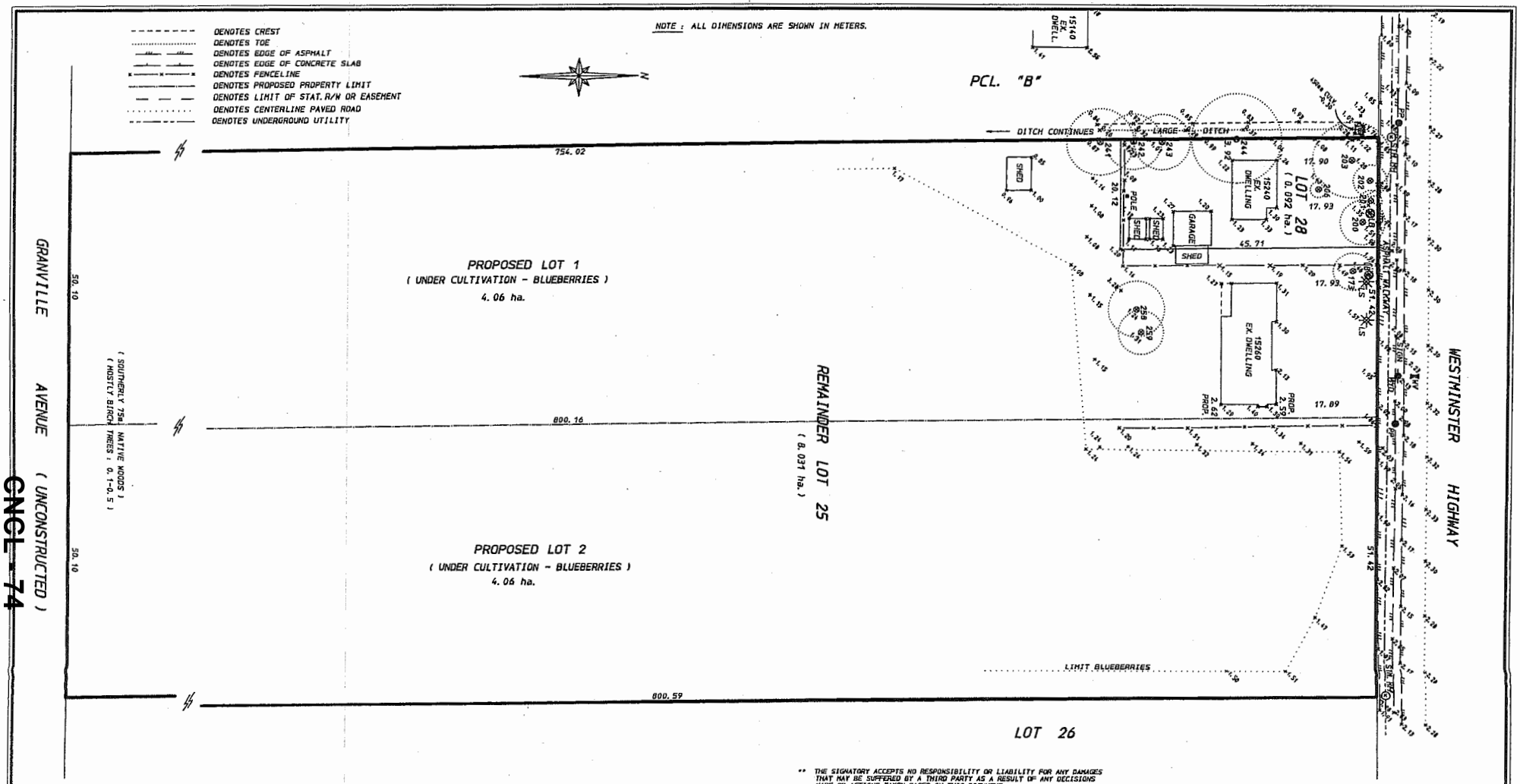
THIS 4th DAY OF OCTOBER, 2016

© S.D. MILNER, B.C.L.S. 2016
"THIS DOCUMENT IS NOT VALID UNLESS ORIGINALLY SIGNED AND SEALED."

STEPHEN D. MILNER
B.C. LAND SURVEYOR
#102-5007 47A AVENUE
DELTA, B.C. V4K 1T9
TEL.: (604) 946-1788
FAX: (604) 946-1789

CLIENT REFERENCE: D. BAND

FILE: 11639
MAP:



CNCL - 74

THIS PLAN MAY BE AFFECTED BY THE FOLLOWING REGISTERED DOCUMENTS.

ZONING REGULATIONS UNDER THE AERONAUTICS ACT (CANADA) T17084 PLAN 61216

MAY BE AFFECTED BY THE AGRICULTURAL LAND COMMISSION ACT, SEE AGRICULTURAL LAND RESERVE PLAN NO. 1, DEPOSITED JULY 30, 1974.

TREE TABLE

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203	DECIDUOUS	1.00	7
206	ORNIMENTAL CEDAR	0.50	1.5
241	CONIFER	0.80	6
242	CONIFER	0.50	5
243	CONIFER	0.50	5
244	CONIFER	0.70	5
258	DECIDUOUS	0.40	5
259	DECIDUOUS	0.20	4

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B. C. LAND SURVEYOR'S - LOCATION CERTIFICATE ON

SHOWING BUILDINGS, TREES AND PROPOSED SUBDIVISION OF LOT 28; PLAN 37432 AND LOT 25; PLAN 34237 EXCEPT: PART SUBDIVIDED BY PLAN 37432 BOTH OF SECTION 10 BLOCK 4 NORTH, RANGE 5 WEST, NWD

PIDS: 007-619-031
007-000-766

THIS 4th DAY OF OCTOBER, 2016

STEPHEN D. MILNER
B.C. LAND SURVEYOR
c102-5007 47A AVENUE
DELTA, B.C. V4K 1T9
TEL.: (604) 946-1788
FAX: (604) 946-1789

SCALE: 1:500 (0 5 10 20 30 40 50)

CIVIC ADDRESS: 15240/15260 - WESTMINSTER HIGHWAY, RICHMOND, B.C.

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CLIENT REFERENCE: D. BAHD

FILE: 11639
MAP:

Richmond Key: 899 (Property) 15240 Westminster Hwy

Printable Report

Property Details

Richmond Key	899
Property Type	Property
Address	15240 Westminster Hwy
Zoning	AG1
Roll	019664000
PID	007-619-031
Lot	28
SEC	10 - 4 - 5
Plan	37432
Parcel Area	893 sq.m 0.22 acres 0.09 hectares

Area Plan	13 EAST RICHMOND
FCL	3.0m GSC
Rights of Way	
Sewer Area	EAST
Recycling Pick up Day	THURSDAY
Heritage	No
HAP Required	No
OCP SCH	
OCP Land Use	AGR
ALR	Yes
ALR DP	No
Zoning DP	No
ESA DP	No
ESA Type	
RMA	NA
NEF	Yes

CNCL - 75

Assessments

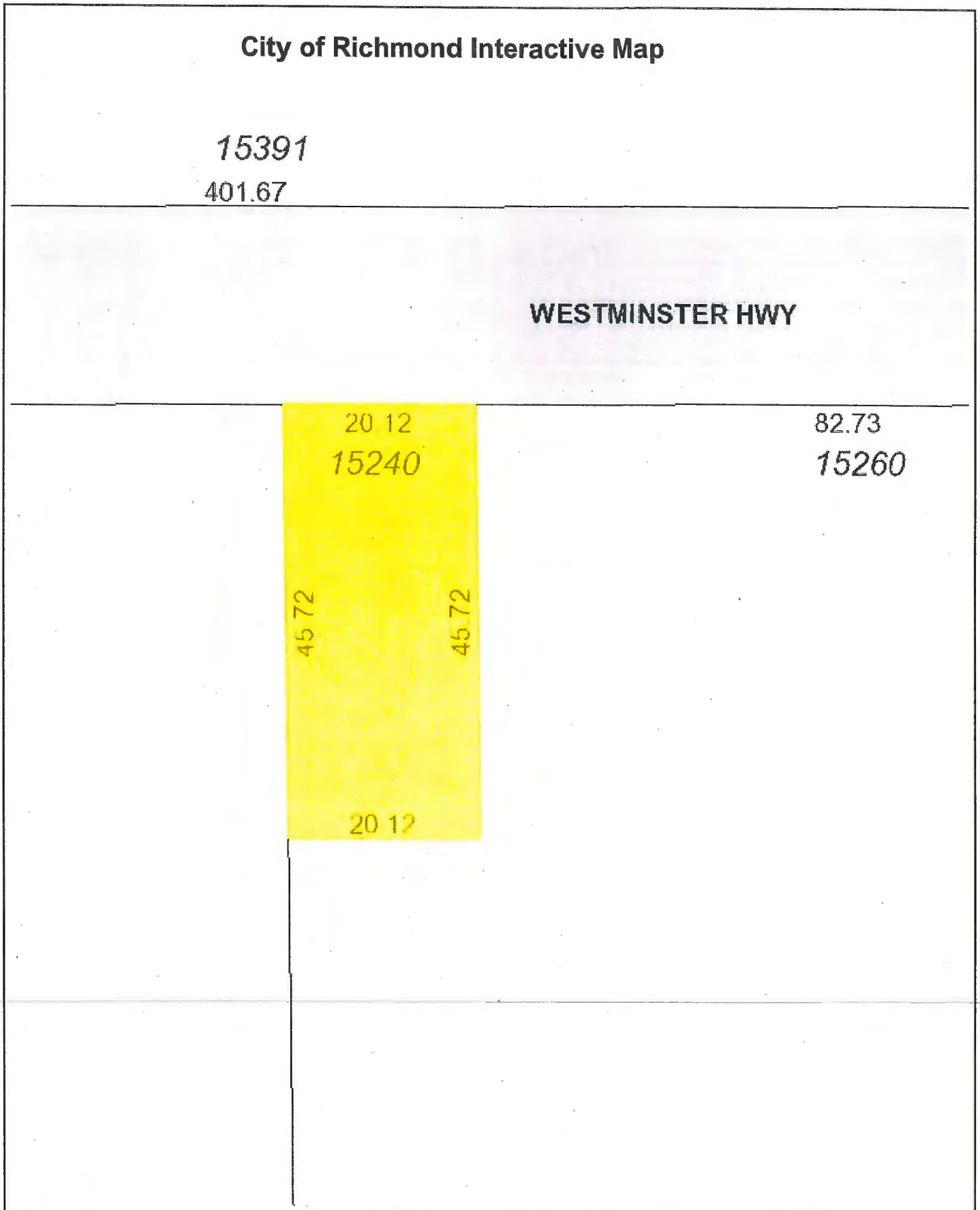
Gross Land	$480,000.00
Gross Improvement	$23,500.00
Gross Total	$503,500.00
Gross Taxes	$1,954.57

Net Land	$480,000.00
Net Improvement	$23,500.00
Net Total	$503,500.00

Legal

28 SEC 10 BLK4N RG5W PL 37432

City of Richmond Interactive Map



This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

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Richmond Key: 900 (Property) 15260 Westminster Hwy

Printable Report

Property Details

Richmond Key	900
Property Type	Property
Address	15260 Westminster Hwy
Zoning	AG1
Roll	019665723
PID	007-000-766
Lot	25
SEC	10 - 4 - 5
Plan	34237
Parcel Area	80256 sq.m 19.83 acres 8.03 hectares

Area Plan	13 EAST RICHMOND
FCL	3.0m GSC
Rights of Way	
Sewer Area	EAST
Recycling Pick up Day	THURSDAY
Heritage	No
HAP Required	No
OCP SCH	
OCP Land Use	AGR
ALR	Yes
ALR DP	No
Zoning DP	No
ESA DP	Yes
ESA Type	OLSH
RMA	15m
NEF	Yes

CNCL - 77

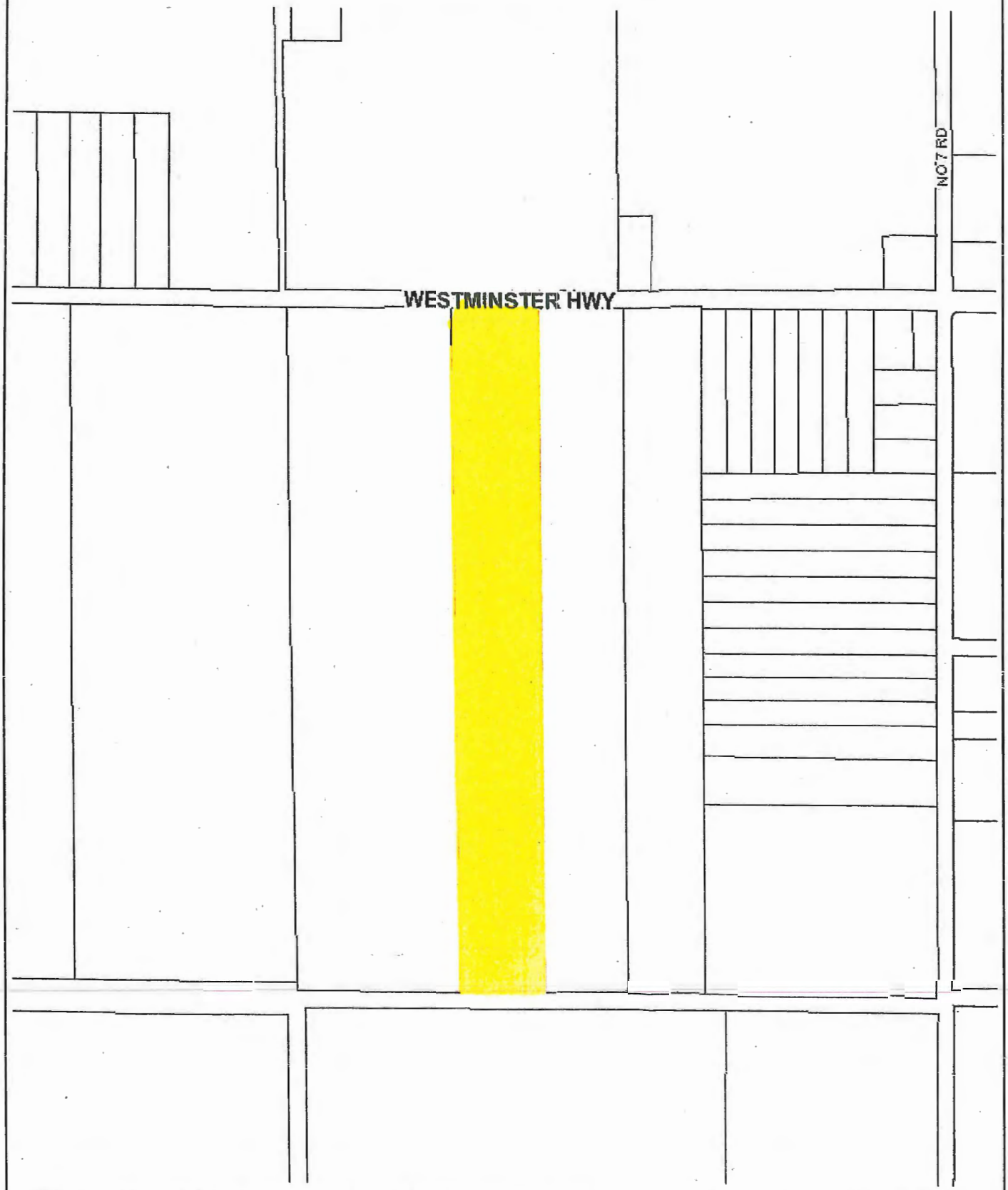
Assessments

Gross Land	$82,596.00	**Net Land**	$82,596.00
Gross Improvement	$71,200.00	**Net Improvement**	$71,200.00
Gross Total	$153,796.00	**Net Total**	$153,796.00
Gross Taxes	$1,499.09		

Legal

25 SEC 10 BLK4N RG5W PL 34237 Except Plan 37432.

City of Richmond Interactive Map



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Report to Committee

To:	Parks, Recreation and Cultural Services Committee	**Date:**	November 8, 2016
From:	Serena Lusk Senior Manager, Recreation and Sport Services	**File:**	11-7000-01/2016-Vol 01
Re:	**Baseball Facility Development in Richmond**		

Staff Recommendation

That staff develop an Operating Agreement with Richmond City Baseball Association for the operation and management of the concession at Palmer/Garden City Neighbourhood School Park, as detailed in the staff report titled "Baseball Facility Development in Richmond," dated November 8, 2016, from the Senior Manager, Recreation and Sport Services.

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

Att. 3

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Parks Services	☑	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	**INITIALS:** DW	**APPROVED BY CAO**

Staff Report

Origin

At the February 23, 2016, Parks, Recreation and Cultural Services Committee meeting, staff received the following referral:

> *That staff:*
>
> *(1) examine the feasibility of developing baseball facilities in South Arm Park: and*
>
> *(2) consult with the Richmond Sports Council, Richmond School District No. 38 and the South Arm Community Association on the potential development of baseball facilities in South Arm Park and report back.*

The purpose of this report is to respond to the above referral and update Council on a proposed alternative to further developments at South Arm Park for baseball. The report details how Richmond City Baseball Association's immediate needs can be accommodated at Palmer/Garden City Neighbourhood School Park, as Richmond Boys Fastball Association no longer requires Palmer/Garden City Neighbourhood School Park for their programs.

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.*

Analysis

Background

Richmond City Baseball Association has worked to increase the number of players involved in baseball over the past four years. The increased number of players can be attributed to Richmond City Baseball Association Board of Director's efforts to retain and attract new players through a variety of promotions while working with other Richmond youth based sport organizations to mitigate any conflicts with times and day of practices between different sports.

Table 1 shows Richmond City Baseball Association's growth in membership over the past four-years.

Table 1: Richmond City Baseball Association Registration 2013-2016

Year	Number of Registered Players	Number of Players under 11yrs of Age
2016	544	375
2015	467	318
2014	430	263
2013	450	298

South Arm Proposal

As a result of this increased participation, Richmond City Baseball Association requires more fields for its growing number of participants and to improve the participant's baseball experience. At a presentation given by Richmond City Baseball Association's President, John Braaten, to the Parks, Recreation and Cultural Services Committee on February 23, 2016, Mr. Braaten discussed Richmond City Baseball Association's interest in building a concession on South Arm Park, along with possibly relocating the existing backstops to improve the baseball experience for players and spectators.

Since the proposal, staff have worked with Richmond City Baseball Association to determine costs associated with its proposal. The cost to install a concession at South Arm Park, including running the various utilities into the park and the purchase of a pre-manufactured structure configured with a concession and washrooms, has been estimated at over $350,000. Richmond City Baseball Association also expressed an interest in reconfiguring the existing diamonds into a wagon wheel layout similar to what is presently at Steveston/London Neighbourhood Park for softball. The cost to reconfigure the fields is approximately $250,000, which would include removal of existing backstops and replace them with new backstops, along with the installation of new infields for each of the relocated diamonds. Total costs for a concession with washrooms and reconfiguration of the diamonds is estimated at $600,000.

Two of the existing diamonds at South Arm Park are on Richmond School District land behind Whiteside Elementary School. If the City were to consider shifting the orientation of the two diamonds on Richmond School District land, the City would need assurances from the School District that any future changes to Whiteside Elementary School would not affect any improvements made to the park by the City and/or Richmond City Baseball Association.

Richmond Boys Fastball Association Current Status

Richmond Boys Fastball Association uses four of the six softball diamonds at Palmer/Garden City Neighbourhood School Park as their home fields. In 2000, the City built a combination washroom, concession and caretaker's residence on the Palmer/Garden City Neighbourhood School Park for boys softball use. As part of the construction, Richmond Boys Fastball Association contributed $50,000 to the construction of the building. Along with its contribution, Richmond Boys Fastball Association entered into an agreement with the City to operate a concession in the newly constructed field house (Attachment 1). Since 2003, Richmond Boys

Fastball Association has operated the concession to generate revenue for the association, along with improving the softball experience on the park for players and spectators.

Due to declining interest in boys' softball, Richmond Boys Fastball Association will only have one 16 to 18 year old team for the 2017 season. Richmond Boys Fastball Association intends to move this under 18 (U18) team to the men's softball diamonds located in Steveston Park. Due to declining numbers, Richmond Boys Fastball Association has given the City of Richmond written notice to terminate its agreement to run the concession at Palmer/Garden City Neighbourhood School Park.

Opportunity

Palmer/Garden City Neighbourhood School Park is made up of a total of six softball diamonds, three tennis courts, a playground connected to Garden City Elementary School, a field house (concession, washrooms and caretaker's residence) and two soccer fields that are overlaid over two of the six softball diamonds. Of the six softball diamonds, three are configured around the field house. These three diamonds are only suitable for younger aged softball or baseball leagues due to the proximity of the outfields to near-by residences. The other three diamonds have larger outfields that can accommodate adult softball.

Staff have spoken with Richmond Girls Softball Association about Palmer/Garden City Neighbourhood School Park and the association presently does not have a need for additional diamonds to accommodate its current roster of teams.

Due to different baseball field dimensions for the various age divisions, Richmond City Baseball Association currently uses the following parks identified in Table 2 below.

Table 2: Richmond City Baseball Association Park Use

Park	Age Group	Number of Diamonds
South Arm/Whiteside Park	U5, U7 and U9	6 diamonds
Dixon Neighborhood School Park	U5 and U7	3 diamonds
Gibbons Park	U9 and U11	1 diamond
*Grauer Neighborhood School Park	U11	3 diamonds (practice only)
Thompson Neighborhood School Park	U11	1 diamond
Brighouse Park	U13	1 diamond
Blundell Neighborhood School Park	U13, U15 and U18	2 diamonds
Latrace Diamond at Minoru Park	U18 and adults	1 diamond

**The four diamonds at Grauer Neighbourhood School Park have historically been allocated to Richmond Girls Softball Association but, in recent years they have been able to provide Richmond City Baseball Association with times to use these fields for practice.*

With Richmond Boys Fastball Association no longer having a need for the diamonds at Palmer/Garden City Neighbourhood School Park and Richmond City Baseball Association wanting to book more fields for the upcoming 2017 season, there is an opportunity to

accommodate Richmond City Baseball Association's immediate field booking interests at Palmer/Garden City Neighbourhood School Park.

Repurposing of Softball Diamonds For Baseball

Each of the six diamonds at Palmer/Garden City Neighbourhood School Park will be available to book for games and practices with three of the diamonds specifically for baseball and the remaining three for softball.

The three diamonds located around the concession at Palmer/Garden City Neighbourhood School Park can accommodate Richmond City Baseball Association's needs for increased ball fields with little or no immediate modifications to the fields other than the installation of clay pitching mounds on each of the diamonds. These three diamonds were used this past summer by Richmond City Baseball Association to help them host the U11 "A" Provincials in Richmond, with the temporary addition of pitching mounds. The other three diamonds would remain in the City's inventory of fields for adult recreational softball leagues to book.

The use of these three diamonds by minor baseball in Richmond will help the City meet the immediate needs of baseball in Richmond and allow Richmond City Baseball Association to grow its programs. Richmond City Baseball Association has stated that the ability to book additional fields at Palmer/Garden City Neighbourhood School Park would meet its current needs and allow them to evaluate future needs for South Arm Park. The three diamonds would also allow Richmond City Baseball Association to continue to apply for and host various U11 Provincials, along with hosting tournaments in the future.

The repurposed diamonds at Palmer/Garden City Neighborhood Park will give other baseball groups such as the Dugout Club, who presently run a free "Try Baseball" program at King George Park for children in the east Richmond area the opportunity to book additional baseball diamonds.

Palmer/Garden City Park Neighborhood School Park Field House Concession Facility

Richmond City Baseball Association has written to the City expressing its interest in taking over the concession at Palmer/Garden City Neighbourhood School Park, which would ensure a future use for the purpose built concession facilities (Attachment 2). The concession would also create an added amenity for baseball participants in and around the Palmer/Garden City Neighbourhood School Park and help generate some revenue for the association.

As part of the original agreement between Richmond Boys Fastball Association and the City, Richmond Boys Fastball Association was responsible for the purchase and maintenance of all of the concession equipment at Palmer/Garden City Neighbourhood School Park. Richmond City Baseball Association has been in discussions to purchase the Richmond Boys Fastball concession equipment, which is dependent on Richmond City Baseball securing an agreement to operate the concession at Palmer/Garden City Neighbourhood School Park with the City.

Due to the proximity of the concession on Palmer/Garden City Neighbourhood School Park to the three diamonds that will be used in 2017 for baseball, staff are recommending that an

Operating Agreement be developed between Richmond City Baseball Association and the City for Richmond City Baseball Association to operate the Palmer/Garden City Neighbourhood School Park concession for an initial period of five years starting with the 2017 baseball season.

Financial Impact

None.

Conclusion

The repurposing of the diamonds at Palmer/Garden City Neighborhood School Park will meet the immediate needs for more diamonds by Richmond City Baseball Association, while giving them time to evaluate any future baseball improvements at South Arm Park. With Richmond City Baseball Association's interest in operating the concession at Palmer/Garden City Neighbourhood School Park, staff are recommending that an Operating Agreement be developed between Richmond City Baseball Association and the City of Richmond to operate the concession at Palmer/Garden City Neighbourhood School Park for an initial period of five years.

Gregg Wheeler
Manager, Sport and Community Events
(604-244-1274)

Att. 1: Letter from Richmond Boys Fastball Association, dated October 15, 2016
2: Letter from Richmond City Baseball Association, dated November 7, 2016
3: Agreement between Richmond Boys Fastball Association and City of Richmond, dated November 15, 2002

Richmond Boys Fastball Association

Re: Termination of Contract

October 15, 2016

To: Gregg Wheeler, Manager, Sports and Community Events

The Richmond Boys Fastball Association (RBFA) would like to advise the City of Richmond that effective today we will ask you to terminate our working agreement with the RBFA and the use of the Fastball playing fields at Palmer Secondary located at 8160 St Albans Rd, Richmond,BC.

Do to lower enrollment of our younger age group for the Boys Fastball program our Association has decided that there is not a need for us to be using the fields at Palmer anymore, as we are moving our older age group to Steveston Park.

The RBFA has a long and outstanding history of hosting both Provincial and Western Canadian Championships, Our Fastpitch diamonds, umpire rooms, washrooms, full concession, batting cage are the best in the Province and we thank the City of Richmond for over 45 years of support in achieving this.

In closing, we wish the next Association that is fortunate to use these wonderful facility all the best.

Thank you,

Marshall Shields
President, RBFA

Cc: Bill Merrell
Cc: J Braaten
Cc: P. Morizawa

Richmond Boys Fastball Association Telephone: (604) 351-5037
Web address: http://www.rbfa.ca
Email: president@rbfa.ca

RICHMOND CITY BASEBALL ASSOCIATION

Box 26513, Blundell PO
Richmond, BC V7C 5M9
www.richmondcitybaseball.com

November 7, 2016

Re: Richmond Boys Fastball transfer of Palmer facility to RCBA

Attn: Gregg Wheeler

The letter is to provide support information regarding the request of Richmond Boys Fastball transfer of the Palmer field facility to Richmond City Baseball. On February 23, 2016 RCBA presented in front of the City of Richmond Parks, Recreation & Culture Committee a proposal to redevelop the Whiteside/South Arm existing infrastructure is currently not meeting the demand of our grassroots members (5 to 11 year olds).

As a long-time volunteer and RCBA former Board member I was asked to return to our association as President in 2014 after leaving in 2012. I am also the current 1st Vice President of BC Baseball which has governs 53 associations and 17,000+ players in the Province. Upon my return to the association I reviewed all facets of our organization and felt immediate focus to restructure and support our grassroots members was our highest priority. In reviewing the current field inventory and with my knowledge of what other associations use RCBA is lacking a modern multi-field facility. The only area that was available under RCBA's historical usage was the Whiteside/South Arm fields.

RCBA's Redevelopment Reasoning of Whiteside/South Arm as presented to the committee February 23rd was to move its youngest and most vulnerable players to a new park site, enhance the re-development of the new park in order to accommodate population growth in younger divisions. 68% of RCBA's youngest players will be positively affected by this move. Also utilizing a park area closer to center of Richmond in the expanding grassroots demographics makes logical sense for our community. This creates an association "pride and "ownership" for multiple years of participating in what can be a central "hub" for baseball.

Following the presentation the City of Richmond commissioned an engineer's feasibility report if the area could be redeveloped and accommodate a facility going forward. The report details as received in October to which the City can speak too will cost RCBA upwards of $300,000 and will not meet immediate needs for RCBA's membership. The transfer of the Palmer facility to RCBA will help accommodate our grassroots programs for 2017 and beyond. This will allow the Whiteside/South Arm project to be still planned, but will allow for the timeline to be expanded for redevelopment in the future.

Richmond City Baseball with a continued growth trend in 2016 saw and additional 57 players from the previous year in the 5 to 11 years of age. Even with moving most of the grassroots programs to this undeveloped park, RCBA was still overcapacity and had to borrow from

RICHMOND CITY BASEBALL ASSOCIATION

Box 26513, Blundell PO
Richmond, BC V7C 5M9
www.richmondcitybaseball.com

Richmond Girls Softball 3 of the 4 fields 3 days per week to help at Grauer Elementary in the Spring season in addition to being full at the other parks as well.

This registration trend continued in 2016 and forecasting for 2017 we are confident will remain at current growth levels. Strategic partnerships and the continued building of community awareness will only aide in the upward participation trends going forward.

2016 544 players of which 375 players or 68.9% are grassroots 5U to 11U

2015 467 players of which 318 players or 68.1% are grassroots 5U to 11U

2014 430 players of which 263 players or 61.1% are grassroots 7U to 11U

2013 450 players of which 298 players or 66.2% are grassroots 7U to 11U

As noted in my President's 2016 report at our recent AGM in October RCBA thanked Richmond Boys Fastball Association for allowing us to host the 10-team BC Baseball 11U "A" Provincial Championship at Palmer fields this past July 29th – 31st. Over 120 participants, coaches and families from around the Province enjoyed at fantastic weekend of baseball. This is something to which RCBA has no opportunity to do currently in RCBA's grassroots field inventory. Hosting of events like this brings community and provincial awareness of the sport of baseball.

Sincerely,

John Braaten
President
Richmond City Baseball Association

THIS AGREEMENT dated the 15 day of NOVEMBER, 2002, at the City of Richmond, in the Province of British Columbia,

BETWEEN:

CITY OF RICHMOND, a City under the *Local Government Act* and having its offices at 6911 No. 3 Road, Richmond, British Columbia, V6Y 2C1

(the "City")

AND:

RICHMOND BOYS FASTBALL ASSOCIATION
Palmer Field
8160 St. Albans Road, Richmond, British Columbia

(the "RBFA")

WHEREAS:

A. The City is the owner of property located at 8160 St. Albans Road, Richmond, B.C. known as Palmer/Garden City Park;

B. The RBFA wishes to use the Fieldhouse and associated amenities located at the Park;

IN CONSIDERATION OF THE MUTUAL COVENANTS, THE PARTIES AGREE AS FOLLOWS::

1. Definitions

1.1. In this Agreement:

"Facilities" means the concession stand, including all food and beverage preparation and service equipment, storage, washrooms, and caretaker's suite at the Fieldhouse;

"Fieldhouse" means the fieldhouse located at Palmer/Garden City Park;

"Off Season" means August 1 to February 1;

"Park" means Palmer/Garden City Park, including Fastball diamonds and all fields;

"Fastball Season" means February 1 to July 31.

2. Contribution to Construction of Facilities

2.1 The RBFA agrees to contribute to the cost of the constructing the Facilities by paying to the City the amount of $10,000 to the City in annual instalments of $2,000 each year for the five-year term of this agreement, payable on February 1 of each year, commencing February 1, 2003.

3. Conditions of Use

3.1. The RBFA may use the Facilities to operate a concession facility, including the preparation and sale of food and beverages, subject to the terms and conditions of this agreement.

3.2. The RBFA must obtain and keep in good standing, at its own cost, a business licence for the operation of the concession facility for so long as it operates the concession facility.

3.3. The RBFA may use the Park for sporting events.

4. Schedule of Use

4.1. The RBFA may use the Park and Facilities during the Fastball Season. The RBFA may also use the Park and Facilities at additional times during the Off Season with the consent of the City.

5. Liaison

5.1. The RBFA shall designate a person to be the liaison with the City's Sports and Special Events Co-ordinator on all matters relating to the operation of the Park and Facilities and at the beginning of each Fastball Season provide the name of such liaison person to the City.

6. Utilities

6.1. The City will be responsible for providing and paying the on-going costs of heat and light for the Facilities.

6.2. The RBFA will be responsible for the installation, maintenance and payment of all costs associated with the provision of telephone, cable and alarm monitoring systems for the Facilities.

7. Security

7.1. The operation of any alarm monitoring system installed at the Fieldhouse is the responsibility of the RBFA.

7.2. The RBFA is responsible for securing the Fieldhouse after use, including locking all doors and enabling alarm monitoring system (if installed).

8. Maintenance

8.1. The City is responsible for ensuring that the Facilities and Fieldhouse comply with all applicable Building Code regulations and municipal bylaws.

8.2. The RBFA is responsible for supplying and maintaining all equipment, furnishings and supplies necessary for operation of the Facilities, except washroom supplies.

8.3. During the Fastball Season, the RBFA is responsible for cleaning the playing fields in the Park used by the RBFA, including collecting litter on and adjacent to the playing fields.

8.4. During the Off Season, the City is responsible for maintaining the Fieldhouse.

8.5. The RBFA will line the playing fields and perform minor backstop maintenance at the Park during the Fastball Season.

9. Improvements

9.1. The RBFA's improvements are set out in Schedule A to the Agreement.

9.2. RBFA may make additional improvements or renovations to the Facilities with the prior approval of the City.

9.3. All improvements must comply with all applicable laws, including the applicable Building Code and municipal bylaws and the RBFA must obtain all of the necessary permits.

9.4. All improvements shall become the property of the City and the RBFA agrees to indemnify and hold harmless the City from any and all claims, including builder's lien claims, arising out of the construction and installations of the improvements.

10. Rentals

10.1. The City may rent out the Facilities when not is use by the RBFA and will require any group renting the Facilities to:

a. provide a deposit for any damage which may be caused to the RBFA's equipment;

b. clean the Facilities after use; and

c. carry liability insurance to cover damage to property and injuries to persons which names both the City of Richmond and RBFA as additional named insureds.

10.2. Where the City permits a group to use the Park in the Off Season for a specific event(s), the RBFA may provide concession services at the Facilities for such event(s). The profits realized from the event(s) will be divided between the RBFA and the group hosting the event with the proportion to be mutually agreed upon between the City and the RBFA prior to the event(s).

11. Signage

11.1. Throughout the term of this Agreement, the RBFA may, at its own expense, install and maintain exterior signs on or at the Facilities upon obtaining the written approval of the City to the specifications, design, location, and method of installation, which shall be solely within the discretion of the City.

11.2. Any signs installed by the RBFA shall be and remain the property of the RBFA.

12. Access

12.1. The City, its servants and agents, may enter the Facilities at any time without notice, but shall make reasonable efforts to enter at such times as are convenient to the RBFA and in a manner which does not cause undue disturbance or interruption of the RBFA's activities.

13. Insurance

13.1. The RBFA shall carry and keep in force during the term of this Agreement comprehensive general liability insurance with a limit of not less than TWO MILLION DOLLARS ($2,000,000) per occurrence (the "Insurance"). The Insurance shall be endorsed to add the City as an additional named insured.

13.2. A copy of the certificate of insurance required under section 11.1 shall be filed with the City and shall be subject to its approval as to adequacy of protection.

13.3. The RBFA is responsible for insuring any property in the Fieldhouse and Facilities owned by the RBFA by purchasing personal content insurance for the contents of the Fieldhouse with the City to be named as an additional insured.

13.4. The RBFA will obtain insurance for any special events sponsored by the RBFA held at the Facilities and such insurance shall be endorsed to add the City as an additional named insured.

14. Indemnification

14.1. RBFA agrees to indemnify and save harmless the City from and against all claims for personal injury or property damage arising out of use of the Park and Facilities and this indemnity shall survive the expiration or sooner termination of this Agreement.

15. No Joint Venture

15.1. Nothing contained in this Agreement shall constitute or be construed to be or create a partnership or joint venture between the City and the RBFA.

16. No Sub-letting or Assignment

16.1. RBFA shall not assign or sublet the whole or any portion of the Facilities or otherwise transfer this Agreement without prior written consent of the City.

17. Term

17.1. This Agreement will be for a term of five (5) years and may be renewed for a further five (5) years on terms to be mutually agreed upon by the parties.

18. Termination

18.1. If the RBFA is in breach of this Agreement and fails to remedy such breach within sixty (60) days of receipt of notice from the City, the City may terminate this Agreement immediately.

18.2. This Agreement may be terminated by either party upon giving the other party at least 60 days' written notice.

19. General

19.1. In operating and maintaining the Facilities, the RBFA agrees to abide by all applicable field use agreements, City Council directions, City policies, bylaws, and legislation.

19.2. The terms of this Agreement, save and except those relating to term and renewal, may be modified upon mutual consent of the parties.

THE PARTIES have executed this Agreement the day and year first above written.

The Corporate Seal of the **CITY OF RICHMOND** was affixed in the presence of:

Mayor, Malcolm D. Brodie

City Clerk, J. Richard McKenna

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

Signed, Sealed and Delivered by the authorized signatory of the **RICHMOND BOYS FASTBALL RBFA** in the presence of:

Ross Sakai
Witness
Parks Department

5599 Hynes Lane
Address

W.L. (Bill) Merrell President RBFA
Authorized Signatory of the
Richmond Boys Fastball RBFA

SCHEDULE A

RBFA IMPROVEMENTS

Concession Stand

Permanent Fixtures

Cabinets	4000
Counters	1200
Hood, Fan, and Duct	6700
Sinks, fittings & plumbing	2900
Dishwasher	250
Electrical Heaters, Switches, Alarm & Installation	3700
Flooring	250
Fire suppression system	2500
Walls and door	1300
Finishing materials	1100
	24,800

Portable Fixtures

Stove	500
Griddles & Fryer	1500
Stainless Steel Tables	900
Commercial Freezer	4000
Pop Fridge	1500
Hot Water Dispenser	300
Coffee Maker	250
Microwave	250
Small Appliances & Utensils	1000
Small Fridge	250
Shelving	600
	11,050

Storage Locker & Bag Rooms

Permanent Fixtures

Wire Shelves	400
Plumbing Fees & Installed Sink	1100
Conduit to Diamonds	1100
Counter & Cabinet	800
Racking in Storage Room	700
	4,100

Portable Fixtures

Racking	2500
Wood Shelves	200
Umpire Room Equipment	600
	3,300

Total Permanent Fixture	**$28,900**
Total Portable Fixtures	**$14,350**

City of Richmond

Report to Committee

To:	Parks, Recreation and Cultural Services Committee	**Date:**	November 8, 2016
From:	Mike Redpath Senior Manager, Parks	**File:**	11-7000-01/2015-Vol 01
Re:	**2016 Metro Vancouver Regional Food System Action Plan**		

Staff Recommendation

That the 2016 Metro Vancouver Regional Food System Action Plan, provided as Attachment 1, as detailed in the staff report titled "2016 Metro Vancouver Regional Food System Action Plan," dated November 8, 2016, from the Senior Manager, Parks, be endorsed as a guide for future planning purposes.

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

Att. 3

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Sustainability Policy Planning Environmental Programs Community Social Development	☑ ☑ ☑ ☑	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	**INITIALS:** DW	**APPROVED BY CAO**

Staff Report

Origin

At the April 29, 2016, Greater Vancouver Regional District (Metro Vancouver) Board of Directors meeting, the following resolution was adopted:

That the GVRD Board:

a) *Endorse the 2016 Regional Food System Action Plan as a collaborative approach through which local governments can jointly advance a sustainable, resilient and healthy regional food system;*
b) *Acknowledge the consolidation into the Action Plan of food system actions already planned for implementation by Metro Vancouver;*
c) *Direct staff to explore eighteen new collaborative actions identified in the Action Plan; and*
d) *Convey the Action Plan to member municipalities to:*
    i. Endorse the 2016 Action Plan as a collaborative approach through which local governments can jointly advance a sustainable, resilient and healthy regional food system;
    ii. Acknowledge the consolidation into the Action Plan of food system actions already planned for implementation by the municipality;
    iii. Direct staff to explore applicable new collaborative actions identified in the Action Plan; and
    iv. Assign a designated staff person to coordinate municipal participation in the implementation of the Action Plan.

The 2016 Metro Vancouver Regional Food System Action Plan (Action Plan) was conveyed to member municipalities and was received by the City of Richmond in June 2016.

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

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 #4 Leadership in Sustainability:

4.1. Continued implementation of the sustainability framework.

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

5.1. Advancement of City priorities through strong intergovernmental relationships.

The purpose of this report is to seek Council endorsement of the Action Plan for future planning purposes.

Analysis

Food Security, Sustainable Food Systems and the Role of Local Government

Food security is defined as when all people, at all times, have physical and economic access to sufficient, safe and nutritious food to meet their dietary needs and food preferences.

A sustainable food system is one that:

- Protects and conserves a region's ecology;
- Provides profitability;
- Is resilient to set-backs and short-term crisis; and
- Improves the health and well-being of individuals.

Public interest in issues related to food security and sustainable food systems is rising. There are growing public concerns about increasing rates of obesity, food safety, disappearing farmland, declining fish stocks, the sustainability of aquaculture, the carbon footprint of food and food waste. There is also increasing interest in community gardening, buying local, eating healthy meals and working to ensure safe access to food for everyone.

This increasing interest in food security and urban agriculture is taking place at a time that food prices are rising, and there are growing constraints and pressures on food production internationally. Within this context, there is an opportunity to expand and strengthen the local food supply and increase local food security.

The municipal role in the food system is related to jurisdictional responsibilities and includes:

- Governing land use through the Official Community Plan and zoning bylaws;
- Deciding how to use municipally owned lands;
- Developing plans for municipal infrastructure that supports community food security;
- Supplying water, solid waste collection, storm water management, drainage and diking systems for farmland;
- Developing economic development plans to increase agricultural and other food sector business viability;
- Using public education as a means for addressing a range of health and social problems; and
- Promoting community engagement to involve citizens in developing food policies and initiatives.

Food Security Initiatives in Richmond

Richmond has historically been, and continues to be, a leader in the region in urban agriculture and food security given:

- Its agricultural heritage and culture;
- The presence of the Sustainable Agriculture and Food Systems program at Kwantlen Polytechnic University's Richmond Campus. This unique program is dedicated to advancing small-scale, sustainable agriculture through research and education;

- The presence of strong, local community groups with an interest in promoting issues related to agriculture and food security;
- The significant amount of both City and privately owned agricultural land; and
- Its proximity to a large population centre.

The City of Richmond has a number of previously endorsed policies and plans that help to advance food security, including 2041 Official Community Plan – Moving Towards Sustainability (Sections 1.0 Moving Towards a Sustainable Future and 7.0 Agriculture and Food), Agricultural Viability Strategy (2003), the Sustainability Framework (2010), Garden City Lands Legacy Landscape Plan (2014), Parks and Open Spaces Strategy (2014), and Building our Social Future (2013). A consolidated table of current and planned actions from these policies and plans are detailed in Attachment 2.

Richmond Food Charter

In July 2016, Richmond City Council endorsed the Richmond Food Charter. The Charter outlines Richmond's values and commitments concerning the production, processing, distribution, consumption and disposal of food. These values and commitments are tied to the numerous ways the food system impacts the lives of people who live, work and play in Richmond.

This endorsement demonstrates the City's commitment to supporting urban agriculture, strengthening the local food system, increasing access to affordable and healthy food and promoting environmentally sustainable practices related to food production, distribution and disposal. The Food Charter Working Group is currently in the process of taking the Charter back to the community to seek endorsement from other organizations.

Additional Richmond-Based Urban Agriculture and Food Security Initiatives

In addition to City of Richmond initiatives, there are many local organizations, farmers and others playing an active role in advancing urban agriculture and food security, including:

- The Sharing Farm, which produces fruits and vegetables on City-owned land for distribution through the Food Bank and other service providers, and promotes sustainable food practices through public education;
- The Richmond Food Security Society which promotes food security and manages the City's 300 community garden plots;
- The Richmond Schoolyard Society which promotes sustainable food production, community building and healthy eating choices through their educational programs in schools and at Terra Nova Rural Park;
- Kwantlen Polytechnic University's (KPU) Department of Sustainable Agriculture and Food Systems which offers degree and non-degree programs related to small scale, sustainable agriculture. The City leases land to support KPU's incubator farming program and demonstration orchard. A Licence to Occupy Agreement is currently underway to permit KPU to develop a research and education farm on the Garden City Lands. In exchange, KPU will be developing the Farm Management Plan for the site. KPU also works closely with The Sharing Farm, Richmond Food Security Society and the Schoolyard Society on projects and programs at Terra Nova Rural Park;

- 54 Richmond farmers with Roadside Stand Business Licences selling direct to consumers from their farms;
- The Steveston Harbour Authority which supports fishers selling direct to consumers off the floats in Steveston;
- Vancouver Coastal Health initiatives related to food security and health including:
    - Promotion and workshops related to healthy eating for the general public, in schools, through daycare providers and through physicians (Healthy Plate Initiative);
    - Providing instructional space for a range of groups teaching healthy eating and food skills at the Garratt Wellness Centre teaching kitchen;
    - Promoting and supporting breastfeeding through the Vancouver Coastal Health Breastfeeding Initiative;
    - Providing extra food support to vulnerable pregnant women;
    - Advocating for access to adequate amounts of safe, nutritious, culturally appropriate foods for all through initiatives like the Richmond Food Charter; and
    - Supporting research projects including "The Cost of Eating in BC," "My Health My Community" Survey, "Neighborhood Food Environment's Influence on Food Intake" and "Role of the Public Health Nurse in Supporting Chinese Mothers to Breastfeed."
- The Richmond School District (SD 38) *Environmental Stewardship Policy, Regulations, Guidelines (June 2011)* encourages initiatives related to food security including:
    - Supporting integrated school and community food gardens for the purpose of hands on education, improved health and nutrition through healthy food choices, environmental awareness and awareness of issues of food security.
    - SD 38 has food gardens at 36 out of 48 schools with a total of approximately 250 plots, 16 garden sheds, five greenhouses and five outdoor learning spaces;
    - Encouraging the growth of culturally appropriate food;
    - Encouraging the integration of food preparation and nutritional education into the school curriculum;
    - Sustainable purchasing;
    - Reducing food waste;
    - Composting food waste; and
    - Supporting school Green Teams and collaborating with the City through the Green Ambassadors program.

Metro Vancouver Regional Food System Action Plan – Background

Metro Vancouver Regional Food System Strategy

Metro Vancouver adopted a Regional Food System Strategy in 2011 (Attachment 3) as part of its Sustainable Region Initiative. This document seeks to provide a framework to ensure that the region is home to a sustainable food system. At that time, the Board directed Metro Vancouver staff to work with implementation partners to prepare an action plan for the strategy.

Action Plan Development and Approval Process

In 2013 and 2014, Metro Vancouver convened a series of roundtables to engage stakeholders in identifying opportunities and priorities for a Regional Food System Action Plan. From the input received, it became apparent that the Action Plan should focus specifically on the role of local government. In January 2015, the Regional Planning Advisory Committee struck a municipal staff Task Force to work with Metro Vancouver staff in preparing a Regional Food System Action Plan.

Over the past year, City of Richmond staff have participated in the Task Force along with representatives from other Metro Vancouver member municipalities to jointly develop the Action Plan (Attachment 1).

Metro Vancouver sent a draft of the Action Plan to municipalities for review in December 2015. In Richmond, the Action Plan was presented to both the Agricultural Advisory Committee (December 17, 2015), the Advisory Committee on the Environment (December 15, 2015), the Richmond Food Security Society and The Sharing Farm Society. The feedback from these groups was positive. This feedback, along with feedback from other municipalities, was shared with Metro Vancouver who then finalized the Action Plan.

At the April 29, 2016, Greater Vancouver Regional District Board of Directors meeting, the Action Plan was endorsed and a resolution was passed to convey to member municipalities for their endorsement.

2016 Metro Vancouver Regional Food System Action Plan

Planned Actions

The Action Plan specifically focuses on actions that local governments have committed to in the next three to five years, as well as suggested new actions to advance a sustainable and resilient regional food system. It provides opportunities to learn from the experiences of others, expand innovative approaches across the region and embark on new collaborative initiatives to address persistent challenges and emerging regional food system issues.

The Action Plan illustrates the significant amount of time, effort and work already underway across the region to advance a sustainable and resilient food system. It also recognizes the important role that non-profit groups and educational institutions play in the food system. Local governments, including Richmond, play a vital role in supporting this work.

Although the Action Plan acknowledges the significant efforts of local government in engaging with food system issues to date, it does not focus on actions that have already been initiated or completed.

The Action Plan highlights the complementary relationships that allow each community the flexibility to both build on their own strengths and unique circumstances to address relevant

food system issues, and also collaborate on issues of mutual concern. It recognizes that collective actions are more effective at resolving food system issues than if each entity acts in isolation. Goals and action items in the Action Plan are organized into the framework established in the 2011 Regional Food System Strategy.

Table 1 – Regional Food System Strategy Framework

Goals	Strategies
Goal 1: Increased Capacity to Produce Food Close to Home	1.1 Protect agricultural land for food production
	1.2 Restore fish habitat and protect sustainable sources of seafood
	1.3 Enable expansion of agricultural production
	1.4 Invest in a new generation of food producers
	1.5 Expand commercial food production in urban areas
Goal 2: Improve the Financial Viability of the Food Sector	2.1 Increase capacity to process, warehouse and distribute local foods
	2.2 Include local foods in the purchasing policies of large public institutions
	2.3 Increase direct marketing opportunities for local foods
	2.4 Further develop value chains within the food sector
	2.5 Review government policies and programs to ensure they enable the expansion of the local food sector
Goal 3: People Make Healthy and Sustainable Food Choices	3.1 Enable residents to make healthy food choices
	3.2 Communicate how food choices support sustainability
	3.3 Enhance food literacy and skills in school
	3.4 Celebrate the taste of local foods and the diversity of cuisines
Goal 4: Everyone has Access to Healthy, Culturally Diverse and Affordable Food	4.1 Improve access to nutritious food among vulnerable groups
	4.2 Encourage urban agriculture
	4.3 Enable non-profit organizations to recover nutritious food
Goal 5: A Food System Consistent with Ecological Health	5.1 Protect and enhance ecosystem goods and services
	5.2 Reduce waste in the food system
	5.3 Facilitate adoption of environmentally sustainable practices
	5.4 Prepare for the impacts of climate change

New Collaborative Actions

The primary goal of the Action Plan working group going forward will be to advance the new collaborative actions identified in the Action Plan (Attachment 1, pages 33 to 34). This section highlights where the regional food system could benefit from more local government actions. It identifies 18 collaborative actions for local governments to work together to address gaps identified as the plan was developed, as well as to more broadly advance best practices and innovation already being planned by one or more municipalities.

In addition, new issues emerged from the Action Plan process that, although not part of the 2011 Regional Food System Strategy, are becoming increasingly important for local governments (Attachment 1, page 30). These include food access in emergency planning, recognizing the linkages among food, poverty and health and food safety and training.

Staff will look for ways to implement new collaborative actions (Table 2) within the context of existing plans and strategies. In order for Richmond to pursue new food security actions,

additional resources will be required. This will be the subject of future planning and budgeting processes and reports to Council.

Table 2 – Summary of New Collaborative Actions and Emerging Issues

New Collaborative Actions	Agency	Timeline
Goal 1		
1. Collectively advocate to senior governments for funding programs to expand investments in irrigation and drainage infrastructure necessary to adapt to climate change	Metro Vancouver and agricultural municipalities	1-3 years
2. Investigate the feasibility and desirability of a regional land trust to increase access to agricultural land	Metro Vancouver and agricultural municipalities	1-3 years
3. Expand municipal involvement in programs that enable new farmers to start a business such as Surrey's Virtual Incubator Farm Project Online system	All local governments	1-3 years
Goal 2		
4. Develop policies to expand processing, storage and distribution of local food (e.g., revitalization tax exemptions)	All local governments	1-3 years
5. Share information on the potential opportunities to increase local food purchasing strategies	All local governments	1-3 years
6. Profile and incorporate agri-food business ventures into regional and municipal economic development plans	Metro Vancouver and agricultural municipalities	3-5 years
7. Convene bulk food purchasers to explore how to increase local food purchasing	Metro Vancouver to facilitate with participation from all local governments	1-3 years
Goal 3		
8. Develop a communication strategy with common messaging for local governments to educate residents about the connection between farmland, food security, climate change and sustainability	Metro Vancouver to facilitate with participation from all local governments	1-3 years
9. Collaborate with non-profit organizations, build on existing multi-lingual initiatives to develop and distribute information on sustainable and local food programs to new immigrants	Surrey to share resources with other local governments	1-3 years
Goal 4		
10. Promote the Food Donation Guidelines (developed by BC Centre for Disease Control and other partners) to food distribution and food service sectors through municipal and regional business correspondence and events	All local governments	1-3 years
11. Draw from Surrey's experience to create and share information on culturally relevant local food availability for refugee and new immigrants	All local governments	1-3 years
12. Draw from Vancouver's study on community kitchens to identify opportunities and challenges for expanding food preparation and processing in under-utilized kitchens	All local governments	1-3 years
Goal 5		
13. Collaborate with provincial agencies to prepare a regional agriculture climate adaptation strategy for the Metro Vancouver region	Metro Vancouver and agricultural municipalities	3-5 years

New Collaborative Actions	Agency	Timeline
Emerging Issues		
14. Work with Health Authorities, industry and appropriate agencies to ensure food safety is considered in commercial and community food production	All local governments	1-3 years
15. Identify how food security and emergency food issues are being addressed in each local government's emergency management plans and processes	All local governments	1-3 years
16. Recommend policies and programs to address health outcomes of poverty and food insecurity to senior governments	All local governments	1-3 years
Facilitating Implementation		
17. Assign a staff member to advance local government food system issues and to participate in semi-annual working group meetings	All local governments	1-3 years
18. Strengthen the linkages and understanding between local governments and civil society groups in relation to advancing food system issues	All local governments	1-3 years

Next Steps

Subject to Council endorsement, the Action Plan will be used as a guide to inform future food security planning in Richmond. In order to pursue new food security actions both at the local and regional level, additional staff resources will be required. This will be the subject of future planning and budgeting processes and reports to Council. The Parks Department will continue to coordinate the City of Richmond's food security programs.

Financial Impact

None.

Conclusion

The Metro Vancouver 2016 Regional Food System Action Plan was developed to encourage a collaborative approach through which local governments can jointly advance a sustainable, resilient and healthy regional food system. The City's endorsement of the Action Plan and continued participation in both local and regional food security initiatives with strengthen Richmond's reputation as a leader in the food security movement and support the vision to be "the most appealing, liveable, and well-managed community in Canada."

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

Att. 1: Metro Vancouver 2016 Regional Food System Action Plan
2: City of Richmond Current and Planned Food Security Actions 2016
3: Metro Vancouver 2011 Regional Food System Strategy

metrovancouver

REGIONAL FOOD SYSTEM ACTION PLAN

2016

SERVICES AND SOLUTIONS FOR A LIVABLE REGION

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THE REGIONAL FOOD SYSTEM STRATEGY

The *Regional Food System Strategy (RFSS)* was adopted by Metro Vancouver in 2011, with a vision to create, *"a sustainable, resilient and healthy food system that will contribute to the well-being of all residents and the economic prosperity of the region while conserving our ecological legacy."* This food system approach illustrates the multiple ways food reaches our plates and the linkages among agencies, the private sector and communities working on food issues. The RFSS contains five goals and twenty-one strategies (see below) that highlight opportunities for all levels of government, the private sector, and civil society to advance actions that support the vision and public benefits derived from the regional food system.

THE REGIONAL FOOD SYSTEM STRATEGY FRAMEWORK

Goals	Strategies
Goal 1: Increased Capacity to Produce Food Close to Home	1.1 Protect agricultural land for food production
	1.2 Restore fish habitat and protect sustainable sources of seafood
	1.3 Enable expansion of agricultural production
	1.4 Invest in a new generation of food producers
	1.5 Expand commercial food production in urban areas
Goal 2: Improve the Financial Viability of the Food Sector	2.1 Increase capacity to process, warehouse and distribute local foods
	2.2 Include local foods in the purchasing policies of large public institutions
	2.3 Increase direct marketing opportunities for local foods
	2.4 Further develop value chains within the food sector
	2.5 Review government policies and programs to ensure they enable the expansion of the local food sector
Goal 3: People Make Healthy and Sustainable Food Choices	3.1 Enable residents to make healthy food choices
	3.2 Communicate how food choices support sustainability
	3.3 Enhance food literacy and skills in school
	3.4 Celebrate the taste of local foods and the diversity of cuisines
Goal 4: Everyone has Access to Healthy, Culturally Diverse and Affordable Food	4.1 Improve access to nutritious food among vulnerable groups
	4.2 Encourage urban agriculture
	4.3 Enable non-profit organizations to recover nutritious food
Goal 5: A Food System Consistent with Ecological Health	5.1 Protect and enhance ecosystem goods and services
	5.2 Reduce waste in the food system
	5.3 Facilitate adoption of environmentally sustainable practices
	5.4 Prepare for the impacts of climate change

When the GVRD Board adopted the RFSS in 2011, they requested an accompanying implementation plan. This Regional Food System Action Plan fulfills the GVRD Board directive.

THE REGIONAL FOOD SYSTEM ACTION PLAN

While the broad framework of the RFSS considers the role of stakeholders across the entire food system, the Regional Food System Action Plan (Action Plan) adopts a narrower focus on actions that local governments are planning to undertake in the next 3-5 years that will concretely advance implementation of the RFSS. It also identifies a number of new strategic and collaborative actions that local governments can undertake together to advance efforts toward a resilient and sustainable food system in Metro Vancouver. The Action Plan is set within the context of the dedicated, progressive and innovative work already accomplished or underway by local governments, civil society groups and other food system stakeholders. In addition, this Action Plan is intended as a reference guide for local governments to learn from each other's respective actions and experiences.

Staff from local governments identified the actions in the Action Plan, including the new collaborative initiatives being proposed to respond to gaps and emerging directions. The Action Plan:

- Demonstrates the local government role through ongoing and planned actions;
- Identifies areas of the RFSS where more local government efforts are desirable;
- Recommends opportunities for collaborative local government action;
- Highlights actions that could be expanded across the region; and
- Provides a resource to learn from each other and signals where new partnerships can be pursued to address food system issues.

The Action Plan was developed by Metro Vancouver, member municipalities, the Tsawwassen First Nation and the BC Ministry of Agriculture. Input was also provided by regional and municipal Agricultural Advisory Committees, external stakeholders and a series of three Roundtable events hosted by Metro Vancouver in 2013 and 2014.

Ongoing engagement with stakeholders has resulted in an Action Plan that highlights:

- 160 existing actions planned by local governments to advance RFSS implementation;
- 18 new collaborative local government actions;
- Where local governments are most active in the food system, which is in: protecting agricultural land, supporting direct marketing, aligning policies to food system goals, supporting vulnerable populations' access to nutritious food, and encouraging urban agriculture;
- Areas where local governments are less engaged, including: using farmland for food production , supporting new farmers, facilitating local food processing capacity, increasing awareness of local food, promoting food recovery, and preparing for impacts of climate change;
- Emerging issues that have become more pertinent since the RFSS was adopted in 2011 and that require local government attention, including: food emergency planning; linking poverty, food & health issues; and building local government capacity to work with civil society groups; and
- A collaborative approach to implementation that ensures ongoing coordination among local governments.

Why an Action Plan?

The Action Plan is focused on the actions that local governments are planning to undertake in the next 3-5 years that will concretely advance the region towards a sustainable food system.

By consolidating planned local government activity, the Action Plan achieves more than the sum of its parts, by:

- Enabling knowledge transfer among local governments
- Providing an opportunity to expand best practices across the region
- Identifying opportunities to collaboratively address persistent and cross-jurisdictional regional food system issues

ROLE OF LOCAL GOVERNMENTS IN THE REGIONAL FOOD SYSTEM

Food system issues span government, private sector and community organizations, yet necessitate government leadership at all levels. The federal government has authority over national and international issues related to trade, agriculture, fisheries, health, and food safety. The province of British Columbia shares the government mandate for agriculture and health, while also having authority over economic growth, job creation, social welfare, transportation and the environment.

Local governments are more directly connected to communities and therefore are well-positioned to address food system issues related to land use, utilities, community services and to work directly with the civil society groups that are actively engaged in food system issues in their communities. Municipalities can capitalize on strengths to manage growth and development, diversify the economy, educate residents, support vulnerable populations and adapt to a changing environment. The regional district provides regional utility services for water, wastewater and solid waste and undertakes regional planning with an aim to guiding anticipated growth to the right places. This includes supporting the development of complete communities, protecting important lands (including agricultural lands), and enabling the provision efficient infrastructure, including transportation.

In Metro Vancouver, the combined efforts of the regional district, 21 member municipalities and the Tsawwassen First Nation creates an opportunity for a collective approach that can effectively address a wide range of food system issues. There remains a strong reliance on the provincial government to enable the policy, regulatory and fiscal framework. Partnerships with business, community organizations and educational institutions are also essential to advancing innovative solutions to address the challenges in the regional food system.

The Action Plan acknowledges a distinctive role for local governments in the Metro Vancouver region while recognizing that each local government has unique characteristics and circumstances and therefore addresses agriculture and food issues in its own way. For example, municipalities with significant agricultural land play a crucial role in protecting farmland and promoting the viability of agriculture. In Metro Vancouver, there are six municipalities that contain 95% of the region's agricultural land (Delta, Langley Township, Maple Ridge, Pitt Meadows, Richmond, and Surrey). For the purposes of the Action Plan, these municipalities are referred to as the "Agricultural" municipalities. Although other municipalities are also stewards of the Agricultural Land Reserve, most of the remaining lands are located within the Urban Containment Boundary, as defined by *Metro Vancouver 2040: Shaping our Future (Metro 2040)*, the regional growth strategy.

Definitions

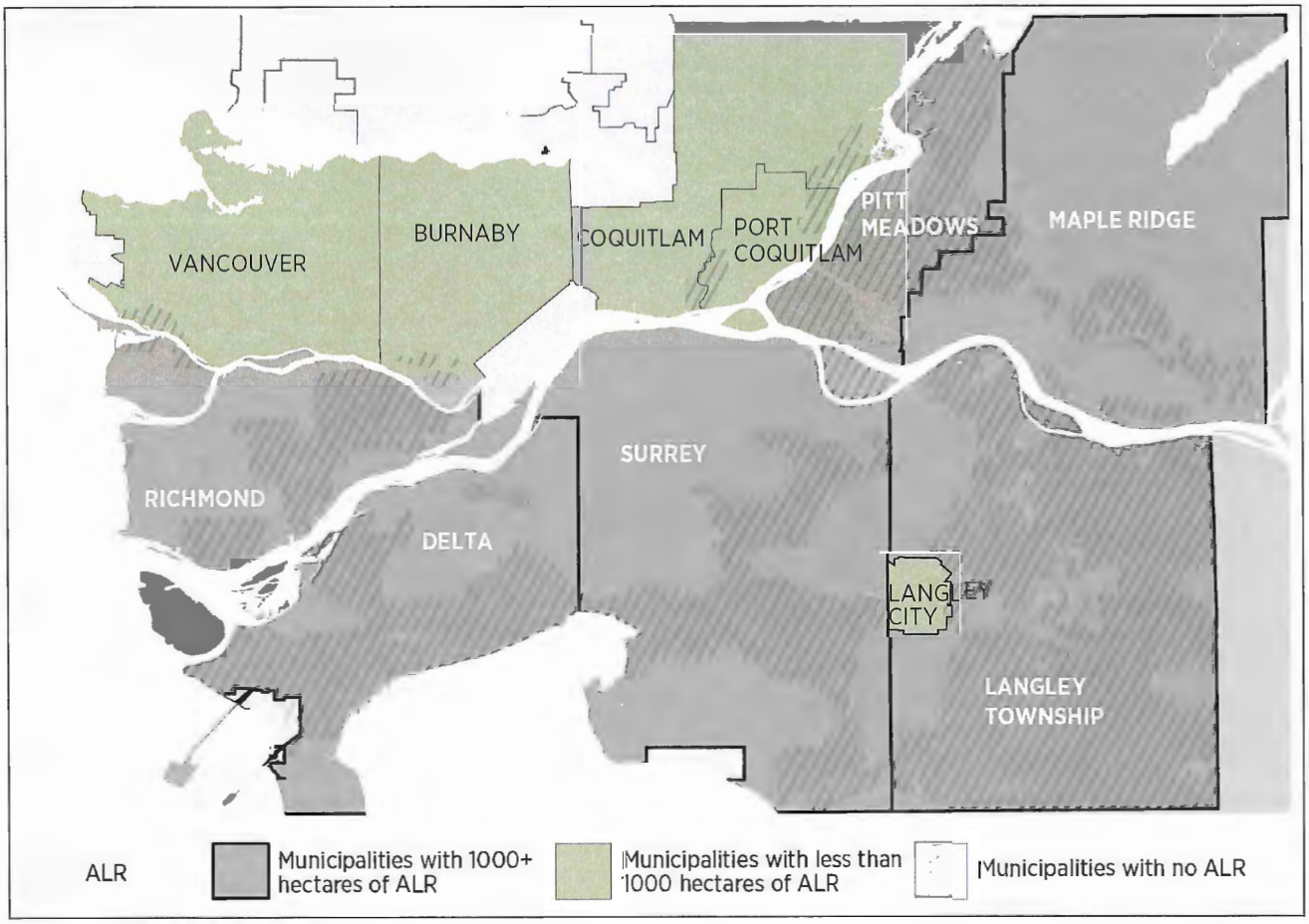
With many sectors involved, there can be differing assumptions regarding some of the terminology. The follow key terms were identified by stakeholders as important to define as used in the context of this Action Plan:

A Sustainable Food System is one that requires protecting and conserving the region's rich ecological legacy while taking actions that provide for ongoing profitability in the food sector, support healthier eating habits and address inequities in food access. A sustainable food system must also be resilient - capable of recovering from unforeseen setbacks and short-term crises. And, a sustainable food system is also a healthy system, one that improves the well-being of individuals and reduces the stress on the health care system through better food choices and eating habits (Metro Vancouver Regional Food System Strategy, 2011).

Food Security exists when all people, at all times, have physical and economic access to sufficient, safe and nutritious food to meet their dietary needs and food preferences for an active and healthy lifestyle (United Nations Food and Agriculture Organization, 2001).

Food Insecurity refers to the inability to acquire or consume an adequate diet quality or sufficient quantity of food in socially acceptable ways, or the uncertainty that one will be able to do so. It is often associated with lack of financial ability to access adequate food. (Health Canada, 1994)

THE AGRICULTURAL LAND RESERVE IN METRO VANCOUVER



CHALLENGES

The challenges identified in the RFSS remain pertinent - supporting healthier diets, reducing the carbon footprint of food, preparing for uncertain global food supplies, ensuring food security and creating opportunities for local food businesses. The ability of government agencies to work across multiple jurisdictions to capture synergies also remains a challenge.

Through the development of the Action Plan, municipalities expressed a strong desire to ensure that nutritious food is available to everyone, local agri-food businesses thrive, agricultural land is protected and associated ecological goods and services are maintained over the long term. Additional challenges faced by local governments in responding to local food issues identified during the development of the Action Plan include:

- local governments having many competing priorities and obligations;
- a lack of adequate resources committed to food and agricultural issues;
- a lack of consistency in terms of where and how agri-food issues are addressed within each municipality, which makes it difficult to coordinate among departments and across the region; and
- the range of levels of polirical commitment to a food system approach often results in actions being completed when staff time and funding become available, rather than as a strategic priority.

KEY FINDINGS

A number of notable themes emerged through the development of the Action Plan. First, it has become evident that a regional federation of local governments working together on some issues provides an effective way to optimize the building of resilient, sustainable regional food system. The Action Plan's success is reliant on the complementary relationships that allow each community to build on its own strengths and unique circumstances to address food issues, but also to work together on cross-cutting actions. This Action Plan provides the opportunity to learn from the experiences of others, expand innovative approaches across the region, and embark on new initiatives to address the persistent challenges and emerging regional food system issues.

Next, the importance of the interdependent relationship between the communities that are producing most of our local food, and the communities that are primarily the consumers, cannot be overstated. For example, agricultural municipalities tend to be focused on protecting agricultural land and expanding commercial food production, while the municipalities with less agricultural land can help bring local food awareness and social benefits to residents through activities such as farmers' markets and urban agriculture. Building an awareness and understanding of the respective roles and interdependence of local governments is key to effectively expand local food production.

Efforts to expand the supply and demand for local food also strengthens the call to protect agricultural land by containing growth within the urban containment boundary, as defined in *Metro 2040*. Strong connections between communities can further increase understanding of the issues that will confront the region in the future, especially as climate change and emergency management take a higher priority on all government agendas.

Lastly, there is a wide range of food-related policies, plans and programs being implemented by local governments, yet these initiatives are often not labeled as such. In addition to the agriculture plans, food strategies and food charters prepared by municipalities, actions in support of a food system approach have emerged from a broad range of other policy tools such as Official Community Plans, zoning bylaws and development permit area guidelines. There are also supportive actions embedded in Local Area Plans, Park Plans, Climate Action Plans, Environmental and Social Sustainability Strategies, and Healthy Built Environment initiatives. While municipalities are responding to the growing interest in local food issues by using available tools and resources. A more strategic, integrated long-term approach that includes dedicated staff, funding, and partnerships is needed.

A SPECIAL MENTION – COMMUNITY GROUPS, NON-GOVERNMENTAL ORGANIZATIONS & HEALTH AGENCIES

In addition to local governments, key players in the regional food system include non-governmental organizations, community groups, educational institutions and the private sector. Many of these groups are leading actions that support the implementation of the *Regional Food System Strategy*, and are often crucial partners for local governments.

Provincial Health Authorities also take a strong leadership role in putting food on the public agenda, and in providing partnership opportunities that support local government and community groups to better engage with food system challenges.

Most local governments rely on community organizations to be on the front lines for food security issues. With senior governments continuing to reduce support for research and extension[1], agricultural producers are increasingly reliant on educational institutions for job training and skills development. In the Metro Vancouver region, post-secondary institutions have been active in advancing research, as well supporting on the ground initiatives, such as changes in institutional procurement practices to include local foods. The connections between the private sector and local government are becoming more collaborative as businesses recognize social obligations and opportunities to be agents of change, and as food issues become more complex. In addition, food banks, charitable organizations and foundations are providing critical community services and conducting public engagement and education activities.

Civil Society

Civil society groups, non- government organizations and community associations are the true engines of innovation and progress. Although this Action Plan is focused on the role of local government, the ongoing work of civil society groups on the ground is critical in advancing food security issues throughout the region.

WHAT'S IN THE ACTION PLAN

The Action Plan uses the RFSS goals and strategies framework to structure planned and new local government actions. Each of these five Action Plan goals has a chapter that includes:

Local Government Role – describes the current state of RFSS implementation in 2015 and the types of actions that have been completed since the adoption of the RFSS in 2011.

Planned Actions – identifies specific actions local governments are planning to undertake within the next five years. These actions are occurring on an ongoing basis, or are planned for the next 3-5 years. The planned actions were identified by local government staff for their own jurisdictions. *These planned actions have been previously considered and approved by local government decision-makers.* The list of actions represents a 'snapshot' in time, is forward looking and therefore does not include completed actions and may not be fully comprehensive. The Action Plan is intended as a "living resource" that is flexible and adaptable: it will be updated as local governments complete new actions, or choose to submit new planned actions that weren't initially identified. This approach supports regular updates to the Action Plan.

1 As noted in the RFSS: "Agricultural extension encompasses a wide range of scientific, technical, marketing and other business support for agricultural producers and is usually provided by a government agency or university."

New Collaborative Actions for Local Governments – identifies actions to address the current gaps in RFSS implementation, many which can be achieved by aligning efforts among local governments. These new actions form the basis for collaborative implementation of the Action Plan. *These recommended actions have not yet been endorsed by local government decision-makers.* There are two types of collaborative recommendations:

- New actions that harness the collaborative potential of local government to jointly address the identified gaps in the RFSS; and
- Expansion of practices currently underway in one or more jurisdictions. These are initiatives that have the potential for broader application throughout the region.

Emerging Issues in the Regional Food System

The last section of the Action Plan addresses actions that were not included in the original scope of the RFSS, but that since its adoption, have become more prevalent throughout the region.

What's not in the Action Plan

It is important to acknowledge that local governments have already adopted, funded and implemented many programs and initiatives that support the regional food system. Past actions have contributed to the strength of the regional food system today, and have set the stage for the future actions identified in the Action Plan. As expressed in the figure below, ***actions that have been completed since the adoption of the RFSS are not included in the Action Plan.***

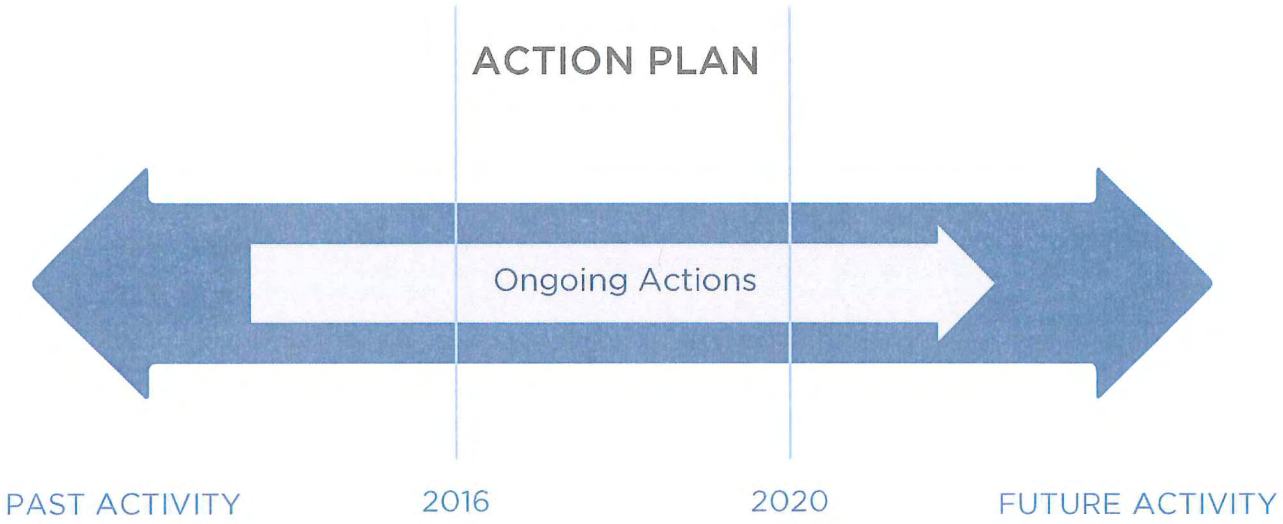


Figure 1. Scope of the Action Plan

GOAL 1

Increase Capacity to Produce Food Close to Home

This RFSS goal aims to expand the amount of food that can be commercially produced in the region. The five strategies under this goal address: agricultural land, fish habitat, avenues to invest in future farmers and the expansion of commercial food production in rural and urban areas. Protecting the agricultural land base is critical, but is only the first step – equally important is enabling farmers to operate a viable business and the use of agricultural lands for food production.

LOCAL GOVERNMENT ROLE

Local governments are strongly engaged in responding to Goal 1 through policy and regulations for managing land use issues within their jurisdictions. Agricultural municipalities and Metro Vancouver support the Agricultural Land Commission by protecting the region's agricultural land base. There are also ongoing efforts to expand the region's food production capacity both in rural and urban areas.

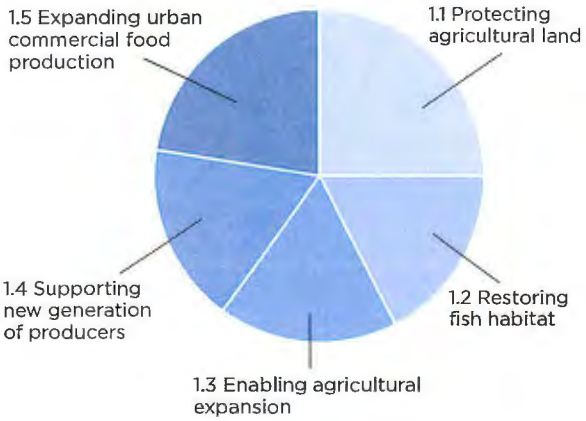
Since the adoption of the RFSS, local governments have undertaken actions such as:

- **protecting** agricultural land through the implementation of *Metro 2040*, including the policy limiting sewer connections on *Metro 2040* Agricultural and Rural designated lands, yet significant effort is spent addressing the everyday threats of non-farm use on agricultural lands.
- **adopting** guidelines to restore and enhance fish habitat;
- **investigating** options to increase actively farmed land and discourage non-farm uses in the ALR;
- **continuing** to address the deposition of illegal fill on farmland through municipal bylaws and enforcement activities;
- **investing** in irrigation and drainage infrastructure, at a cost of hundreds of thousands of dollars, to enable farmers to maintain expand food production in the ALR; and
- **continuing** to seek ways to facilitate commercial food production in urban areas.

PLANNED ACTIONS

Local governments identified 40 planned actions for the next five years to advance implementation of Goal 1. These planned actions include a mix of short- and medium-term and ongoing initiatives. The chart below illustrates the distribution of the actions. Due to the combined efforts of the regional district, agricultural and other municipalities, most of the activity is evenly distributed among the five RFSS strategies. The distribution of actions by RFSS strategy is illustrated in the following chart.

Goal 1: Planned Actions (2016–2020)



1.1 PROTECT AGRICULTURAL LAND FOR FOOD PRODUCTION

Local governments continue to protect the region's farmland in support of the provincial Agricultural Land Reserve.

Planned Actions	Agency Timeline	
	Ongoing	Next 5 Years
Respond to proposed new transportation and other infrastructure to minimize or mitigate the loss of agricultural land or capability	Delta, Richmond, Metro Vancouver	
Ensure zoning and farm bylaws are consistent with the provincial "Guide for Bylaw Development in Farming Areas"	Langley Township, Port Coquitlam, Richmond	
Address truck parking on agricultural land by investigating the feasibility of designated parking areas	Surrey	
Conduct research and implement Farm Home Plate regulations	Surrey	
Advocate for the preservation and enhancement of the ALR for food production	Metro Vancouver, Vancouver	
Reduce and prevent damage or erosion of the ALR by non-farm uses to support production and economic development in the agricultural sector	Burnaby, Richmond, Surrey	
Lead a pilot project to seek preventative solutions to illegal fill deposition on farmland in partnership with municipalities		Metro Vancouver
Partner with the Ministry of Agriculture to update the Regional Agricultural Land Use Inventory with participation from member municipalities	Metro Vancouver	
Represent regional interests in regulatory and policy changes to provincial legislation and federal development proposals impacting agriculture	Metro Vancouver	
Continue to work to minimize and mitigate the recreation / agricultural interface impacts along the Boundary Bay dyke	Delta	

1.2 RESTORE FISH HABITAT AND PROTECT SUSTAINABLE SOURCES OF SEAFOOD

Protecting, restoring and enhancing fish habitat is essential to sustaining commercial fisheries as well as protecting salmon for community and ceremonial use by First Nations. These actions represent only a small component of the broader aim to support sustainable sources of fish and seafood. Most local governments with fish-bearing streams recognize the multiple values associated with protecting fish habitat and are actively involved in streamside enhancement projects.

Planned Actions	Agency Timeline	
	Ongoing	Next 5 Years
Restore and enhance riparian and fish habitat, including partnering with community organizations	All local governments	
Host, fund and in-kind support for celebratory and educational public events drawing attention to importance of fish habitat	All local governments	
Implement Environmentally Sensitive Areas (ESA) guidelines and watercourse protection regulations to protect fish bearing streams	Burnaby, Maple Ridge, New Westminster, Port Moody	
Develop new Riparian Area Development permit Guidelines to protect fish bearing streams	Surrey	New Westminster
Maintain fish programs for Capilano smolt trap and truck program to transport salmonid populations around Cleveland Dam	Metro Vancouver	
Establish a fish migration & capture facilities (e.g. at Metro Vancouver new proposed hydroelectric facility at Cleveland Dam; sites in Maple Ridge)		Maple Ridge, Metro Vancouver
Establish, support or maintain fish hatcheries	Maple Ridge, Metro Vancouver, Port Moody, Surrey	

1.3 ENABLE EXPANSION OF AGRICULTURAL PRODUCTION

Local governments have an interest in expanding commercial food production. Agricultural municipalities continue to invest in irrigation, drainage and other infrastructure projects and advance their agricultural plans, while many urban municipalities are supporting research to expand local food production on small lots.

Planned Actions	Agency Timeline	
	Ongoing	Next 5 Years
Support, through financial or other means, the Kwantlen Polytechnic University's Southwest BC Bio-Region Food System Design Project that will explore the economic, environmental stewardship and food self-reliance of a bio-regional food system	Burnaby, Delta, Langley City, Langley Township, Maple Ridge, Metro Vancouver New Westminster, North Vancouver City, North Vancouver District, Pitt Meadows, Port Coquitlam, Port Moody, Richmond, Tsawwassen First Nation, Vancouver, White Rock	
Continue to improve water infrastructure/drainage upgrades including activities such as dyke and pump upgrades and maintaining ditch conveyance	Burnaby, Delta, Pitt Meadows, Richmond, Surrey	
Implement Farm Protection Development Permit guidelines	Surrey	
Develop road design criteria for farmland		Surrey
Complete and implement Integrated Stormwater Management Plans to minimize any stormwater increases to farmland	Surrey	New Westminster
Advance the Garden City Lands Legacy Landscape Plan that focuses on detailed design and on-site water management to enable farming activity		Richmond
Investigate farm property tax policies to identify options to encourage actively farmed land and discourage non-farm use of the ALR		Metro Vancouver

1.4 INVEST IN A NEW GENERATION OF FOOD PRODUCERS

A major barrier for new producers in starting a farm business is gaining access to agricultural land and capital. Three Agricultural municipalities identified taking a direct role in encouraging new farms by putting resources into establishing incubator farms and supporting business and skills training.

Planned Actions	Agency Timeline	
	Ongoing	Next 5 Years
Support the Langley Sustainable Agriculture Foundation to host workshops to assist new farmers		Langley Township
Advance the Gardens Agricultural Park Plan for incubator farms and community gardens		Richmond
Advance the Garden City Lands Legacy Landscape Plan through the development of the Agricultural Management Strategy using a "one farm, multiple farmers" approach		Richmond
Create a Virtual Incubator Farm Project Online system to connect potential farmers with agri-related resources	Surrey	
Establish Agri-business Financial Literacy Program to provide accredited ag-business financial training for the John Volken Academy BioPod students	Surrey	
Implement the Colebrook Park Master Plan that aims to create a leasing program for incubator farms on the agricultural land		Surrey
Host the Kwantlen Polytechnic University's Farm School initiative		Tsawwassen First Nation

1.5 EXPAND URBAN COMMERCIAL FOOD PRODUCTION IN URBAN AREAS

Most municipalities support increased commercial food production in urban areas.

Planned Actions	Agency Timeline	
	Ongoing	Next 5 Years
Zoning and regulatory updates to further encourage agricultural production and allow urban farming		Burnaby, New Westminster, Vancouver
Secure tenure for Loutet Farm in Loutet Park and support the establishment of a new farm in the Sutherland Schoolyard	North Vancouver City	
Establish the Bio-Pod Initiative which is an Agricultural Training and Research Demonstration Greenhouse		Surrey
Support an Ag-Research Program to develop agri-technology and crop science R&D for the commercial greenhouse industry		Surrey
Support research and development into new food production methods / models		Surrey, Vancouver
Establish a Research and demonstration training facility		Surrey
Create policy to enable commercial food production in the City including a farming business license		Vancouver
Increase the number of urban farms in Vancouver from 17 to 35 by the year 2020 (backyard farms to mid-scale operations)		Vancouver
Facilitate development of Klee Wyck commercial food production facility through business licensing and other in-kind support		West Vancouver

COLLABORATIVE ACTIONS

Local government responses to Goal 1 suggest that although there is significant activity across the region to protect agricultural land and expand commercial agricultural production, some gaps exist that can be addressed by increased collaboration among municipalities and Metro Vancouver, including:

- advocating for provincial and federal funding to support irrigation and drainage infrastructure necessary to maintain and expand food production in the Agricultural Land Reserve, especially in the face of climate change; and
- supporting the ability of new farmers to access land and start a farm business.

The recommended actions to collaboratively address these gaps are:

New Actions	Agency	Timeline
1. Collectively advocate to senior governments for funding programs to expand investments in irrigation and drainage infrastructure necessary to adapt to climate change	Metro Vancouver and Agricultural municipalities	1-3 years
2. Investigate the feasibility and desirability of a regional land trust to increase access to agricultural land	Metro Vancouver and Agricultural municipalities	1-3 years
3. Expand municipal involvement in programs that enable new farmers to start a business such as Surrey's Virtual Incubator Farm Project Online system	All local governments	1 – 3 years

GOAL 2

Improve the Financial Viability of the Food Sector

The aim of RFSS Goal 2 is to strengthen economic prosperity for farmers and the food industry by creating opportunities to distribute and sell primary and value-added products to residents and institutions. The five strategies under this goal address facilities for processing and distribution, institutional food procurement policies, direct marketing, a collaborative approach to marketing, as well as a review of government policies and programs.

LOCAL GOVERNMENT ROLE

Actions to support the financial viability of the agri-food sector often fall beyond the sphere of local government, yet there is a role to enable the expansion of the local food businesses. This is achieved by considering ways to increase private investment and procurement by public institutions, while also ensuring that existing policies, programs and regulations help foster local food activities. Metro Vancouver has less of a direct role in Goal 2, but can promote the agri-food sector's contribution to the regional economy.

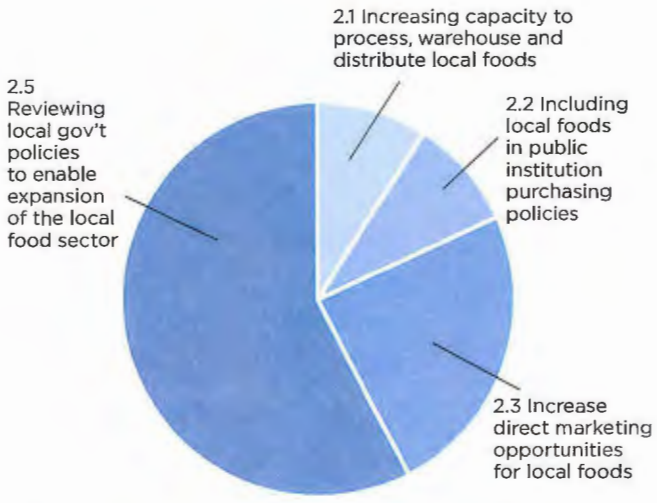
Since the adoption of the RFSS, local governments have undertaken actions such as:

- **reviewing** their procurement policies and investigating ways to include local food in purchasing agreements where appropriate;
- **expanding** efforts to support the direct marketing of local foods by enabling farmers markets through leases on city owned lands, providing access to utilities and municipal services, and improving signage and promotion of farm tours and events; and
- **developing** plans to address food related issues and reviewing regulations, bylaws and policies to remove obstacles and to create a more enabling business environment for local food enterprises.

PLANNED ACTIONS

Local governments identified 33 actions that will be undertaken over the next five years to advance Goal 2 implementation. The most common activities planned are to increase direct marketing opportunities and to review and align government policies and programs. Few local government actions are planned to increase capacity to process and distribute local food or leverage the purchasing policies of public institutions. Creating value chains of collaborative networks among industry stakeholders is not addressed as it is largely outside the scope of local government jurisdiction. The distribution of planned actions by RFSS strategy is illustrated in the following chart.

Goal 2: Planned Actions (2016–2020)



* there are no actions currently identified for Strategy 2.4

2.1 INCREASE THE CAPACITY TO PROCESS, WAREHOUSE AND DISTRIBUTE LOCAL FOODS

A few municipalities have identified actions to address the lack of facilities for processing and distributing locally produced food.

Planned Actions	Agency Timeline	
	Ongoing	Next 5 Years
Conduct or fund a food hub feasibility study		Langley Township, Richmond, Vancouver
Examine the feasibility of creating farming co-ops and Surrey-based wholesaling		Surrey
Identify opportunities for multi-purpose structures and other infrastructure to be used for farmers markets and other community events		Vancouver

2.2 INCLUDE LOCAL FOODS IN THE PURCHASING POLICIES OF LARGE PUBLIC INSTITUTIONS

A number of municipalities have adopted a 'buy local' policy to increase the purchasing of local foods by public institutions. However, experience to date suggests there may be challenges to overcome, including the challenge of defining 'local food', and the increase in scope to address nutritious food, sustainability and other considerations as part of the process.

Planned Actions	Agency Timeline	
	Ongoing	Next 5 Years
Review purchasing agreements and integrate local food options where appropriate	Burnaby, Pitt Meadows	
Explore opportunities for mobile food business, schools and city facilities to increase local food purchases	Vancouver	
Measure the percentage of local food procured by the city and make recommendations for an appropriate target		Vancouver

2.3 INCREASE DIRECT MARKETING OPPORTUNITIES FOR LOCAL FOODS

Most municipalities support direct marketing of local foods through farmers' markets, farm tours, tourism, and other education activities within their communities.

Planned Actions	Agency Timeline	
	Ongoing	Next 5 Years
Ensure local zoning / regulations align with liquor sale permits at farmers markets		New Westminster, Port Coquitlam
Provide in-kind support or direct incentives for farmers' markets (e.g. space, infrastructure, adverting, discounted leases)	Burnaby, Coquitlam, Delta, Maple Ridge, New Westminster, Port Coquitlam, Port Moody, Richmond, Surrey, Vancouver, White Rock	
Develop and promote local farm tours and agri-tourism opportunities	Langley Township, Richmond	Burnaby, Surrey
Provide direct and in-kind support to facilitate farm signage on municipal boulevards to inform the public of local farms and food sales	Delta	
Explore local street vending opportunities through an existing pilot program, or by adopting pilot program policy		New Westminster, Richmond
Support alternative food / retail distribution models including Community Supported Agriculture programs and fresh food deliveries to recreation and civic facilities	New Westminster	Surrey, Vancouver
Explore farm gate sales for urban farms		Vancouver
Support day trips to agri-food tourism destinations that encourage the purchase of local food products	White Rock	

2.4 FURTHER DEVELOP VALUE CHAINS WITHIN THE FOOD SECTOR

There is a limited role for local governments in developing connections between food businesses.

Planned Actions	Agency Timeline	
	Ongoing	Next 5 Years
No actions identified by local governments		

2.5 REVIEW GOVERNMENT POLICIES AND PROGRAMS TO ENSURE THEY ENABLE THE EXPANSION OF THE LOCAL FOOD SECTOR

Municipalities across the region are making a concerted effort to review and align policies to be deliberately supportive of businesses producing and distributing local food. Equally important, many municipalities are also developing new environmental, economic and community plans and strategies that incorporate agriculture and food issues, an approach commonly referred to as adding a "food lens".

Planned Actions	Agency Timeline	
	Ongoing	Next 5 Years
Bylaws and regulatory updates:		
Review zoning bylaws to expand support for local food		Anmore, New Westminster, Surrey
Explore regulatory revisions to allow urban agriculture / 'market food gardening' in residential areas		New Westminster
Update regulations to support local craft brewing and distilling		Coquitlam, New Westminster, Port Coquitlam, Port Moody
Amend / promote bylaw changes that support bee keeping in some residential and other zones		Maple Ridge, North Vancouver District, Surrey
Prepare draft Development Permit Application Sustainability Checklist that includes a food sustainability category		New Westminster, North Vancouver City
Review current policies for protecting agricultural lands		North Vancouver District
Amend the Procedure Bylaw to permit staff authority to issue Flood Hazard Lands Development Permits in ALR	Surrey	
Host staff education activities to ensure consistent implementation of agricultural legislation		Surrey
Develop or incorporate food policy into plans:		
Explore developing a community based food strategy		Burnaby, New Westminster
Finalize and approve Environmental Sustainability Strategy which includes a food systems theme		Burnaby
Conduct an Economic Sustainability Strategy that will include promoting Delta's rural character and farmland		Delta
Set short term goals for local food activity in the Urban Agriculture & Food Security Action Plan and revise policies/regulations as needed		North Vancouver City
Provide funds to support development of a business case for integrating local food into municipal plans and policies and develop a food policy		North Vancouver District
Adopt / implement a Food Charter and fund organizations to assist staff to integrate a food lens into municipal polices and processes	North Vancouver City	New Westminster, North Vancouver District
Include policies for new development that encourages on-site green space, community gardens and urban agriculture in the Parks and Recreation Master Plan		Port Moody
Update the Sustainability Charter to guide development and incorporate decisions related to agricultural production and access to food	Surrey	

Prepare the West Clayton and Grandview Neighbourhood Concept Plans to support the protection of agricultural land		Surrey
Update Official Community Plan to include or revise food security and related policies		New Westminster, West Vancouver, White Rock
Apply a 'food systems lens' to planning processes by creating a food system checklist to assist in reviewing development applications, rezoning and/or community plans and a toolkit to help development applicants incorporate food system elements in new developments		Vancouver

COLLABORATIVE ACTIONS

Local government responses to Goal 2 reflect that there is only a minor role in directly supporting value-added processing of primary agricultural products, with the exception of some engagement with implementing provincial regulatory requirements. Other gaps in implementing this goal include:

- Identifying avenues to increase capacity for local food processing/ storage both within the Agricultural Land Reserve and in Urban Centres;
- Increasing effort to share information and lessons learned from existing local food purchasing policies, practices and investigations;
- Increasing effort to explicitly consider impacts on the regional food system when embarking on other local government planning processes (referred to as a *food lens*); and
- Building capacity to take a proactive role in supporting local food availability by advocating to the private sector about the importance of agricultural viability when engaging with businesses on other issues.

The recommended actions to collaboratively address these gaps are:

New Actions	Agency	Timeline
1. Develop policies to expand processing, storage and distribution of local food (e.g. revitalization tax exemptions)	All local governments	1-3 years
2. Share information on the potential opportunities to increase local food purchasing strategies	All local governments	1-3 years
3. Profile and incorporate agri-food business ventures into regional and municipal economic development plans	Metro Vancouver and Agricultural municipalities	3-5 years
4. Convene bulk food purchasers to explore how to increase local food purchasing	Metro Vancouver to facilitate with participation from all local governments	1-3 years

GOAL 3

People Make Healthy and Sustainable Food Choices

RFSS Goal 3 aims to help citizens build knowledge and skills around local food, healthy eating and the connection to sustainability. Four strategies address supporting healthy food choices, promoting local food, education and celebrating our international cuisines. A key dimension lies in increasing awareness of the opportunities to promote the local food.

LOCAL GOVERNMENT ROLE

Local government has a role in raising awareness about local, nutritious food and why it is important to communities. This role is often delivered through public education and partnerships with civil society groups and health authorities. Municipalities are connecting residents to fresh, locally grown products through, outreach, tourism and other community events. They also facilitate skills development opportunities for residents and for vulnerable populations though social service providers. Metro Vancouver has developed avenues to engage students and youth through curriculum development, fostering experiential learning, and teacher training.

Since the adoption of the RFSS, local governments have undertaken actions such as:

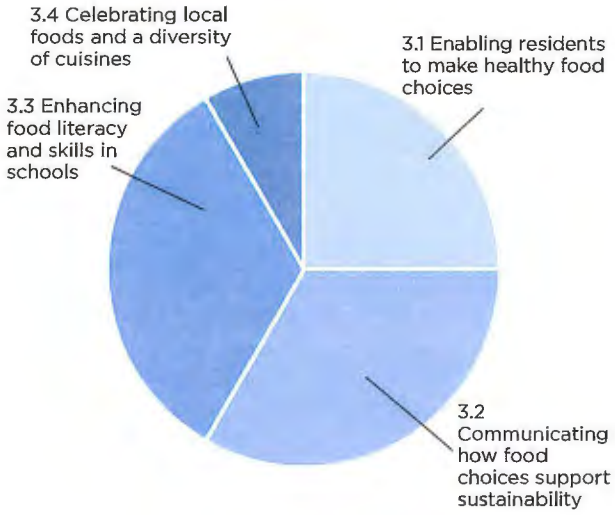
- **ongoing** outreach and educational activities within their communities including hosting annual events;
- **initiating** a program to increase student capacity to manage and expand teaching gardens, and supporting agricultural-related content and programming at the local museum; and
- **developing** new curriculum resources to support K-12 teachers and students on integrating 'food systems' thinking into the classroom.

Goal 3 reflects the supportive role local governments often play in funding or supporting non-governmental organizations, community groups, and educational institutions to increase knowledge, build capacity and make the community connections. Health agencies and civil society groups often take the lead on work in this realm. There may be opportunities for collaboration with health agencies to minimize overlap with local government efforts.

PLANNED ACTIONS

Local governments identified 24 actions that will be undertaken over the next five years to advance implementation of Goal 3. The majority of these actions are ongoing. The strategy receiving the most attention for local governments is the celebration of local food, followed by planned actions related to education. The distribution of actions among the four RFSS strategies is illustrated in the following chart.

Goal 3: Planned Actions (2016–2020)



3.1 ENABLE RESIDENTS TO MAKE HEALTHY FOOD CHOICES

Some local governments are educating the public about healthy eating, but for the most part, social service providers and health authorities take on this role, sometimes in partnership with local governments.

Planned Actions	Agency Timeline	
	Ongoing	Next 5 Years
Support the Golden Ears Feast that provides cooking education programs for parents of low income families and host an Educational Speakers Series	Maple Ridge	
Continue involvement in Table Matters that provides education, public engagement and community development	North Vancouver City, North Vancouver District	
Support the Tasty Connections Program and cooking classes that helps individuals prepare a diversity of nutritious meals	White Rock	
Develop partnerships with community groups and health authorities to deliver outreach and workshops on healthy eating and growing food	Burnaby, Metro Vancouver, New Westminster, North Vancouver District, Port Moody, Richmond, Surrey, Vancouver	
Provide workshops teaching people to grow their own food, reduce their waste and support their local wild edible ecology	Coquitlam, Langley Township, North Vancouver City, North Vancouver District,	
Develop an implementation strategy that supports the Blue Dot movement, which includes the right to eat nutritious food		New Westminster, Surrey

3.2 COMMUNICATE HOW FOOD CHOICES SUPPORT SUSTAINABILITY

Providing information about locally produced food is the most common local government practice to increase awareness about food choices and sustainability.

Planned Actions	Agency Timeline	
	Ongoing	Next 5 years
Implement a communications strategy that explains the connection between sustainability and nourishment, as part of Environmental Sustainability Strategy		Burnaby
Help fund signage on farmland that identifies the crops being produced in the fields	Delta	Surrey
Promote local agriculture on the municipal website with information on local food event and markets	Delta, Richmond, Surrey, Vancouver	
Promote the 'True North Fraser' local food brand and agricultural experience	Maple Ridge	
Promote local farm tourism through Circle Farms Tours, a self-guided tour of local farms and food producers	Langley Township	
Prepare Surrey version of the Farm Fresh guide that highlights organic, u-pick and crop information on Surrey farms and support the Food for Thought Program that showcases farm and food producer information	Surrey	
Increase access to multi-lingual food resources, groups and information materials	New Westminster	Vancouver
Develop "School District #40 Healthy School Vision"' with one of the pillars being food programs and supports	New Westminster	

3.3 ENHANCE FOOD LITERACY AND SKILLS IN SCHOOLS

There is a strong response to student and youth education from local governments.

Planned Actions	Agency Timeline	
	Ongoing	Next 5 Years
In kind-support to promote the Youth Connection School Learning Gardens Project to increase capacity of students to manage and expand school learning gardens at all 8 secondary schools	Burnaby	
Host and support education programs, including the Barn Kids Program that includes children in gardening and cooking food produced at Hawthorne Grove/Harris Barn	Delta	
Support the Neighbourhood Champions program "More peas please" that teaches children how to grow food	Maple Ridge	
Develop the Green Ambassadors program for high school students to apply what they learn at City events	Richmond	
Host the Stewart Farm Day Camp where children can experience what it's like to be a farmer, "Farmhand Fever"	Surrey	
Update and develop new K-12 resources to support teachers and students to become "Food Systems Thinkers and Leaders"	Metro Vancouver	
Collaborate with K-12 schools and partners to increase food literacy of students and/or parents	Metro Vancouver, New Westminster	
Integrate Food Systems Thinking literacy into Metro Vancouver School & Youth Leadership Programs – in support of actions for sustainable schools	Metro Vancouver	

3.4 CELEBRATE THE TASTE OF LOCAL FOODS AND THE DIVERSITY OF CUISINES

Municipalities plan to continue to host food and agriculture related festivals and events and provide funding to civil society groups to support awareness and community events.

Planned Actions	Agency Timeline	
	Ongoing	Next 5 Years
Award agricultural awareness grants to non-profit organizations across the region	Metro Vancouver	
Host or partner on food related events and educational activities that celebrates food:		
Multiple Festivals (including funding)	Burnaby	
Harvest Fall Festival	Delta	
Seedy Saturday	Delta	
Aldergrove Festival Days	Langley Township	
Country Celebration in Campbell Valley Regional Park	Langley Township	
Fort Langley Cranberry Festival	Langley Township	
Country Fest and 4H clubs	Maple Ridge	
Golden Harvest event	Maple Ridge	
Front Yard Food Garden Contest	Maple Ridge	

Planned Actions	Agency Timeline	
	Ongoing	Next 5 Years
Heritage Apple Festival at Derby Reach Regional Park	Metro Vancouver	
Feast of the Fraser	New Westminster	
StrEAT Festival	New Westminster	
Queensborough Urban Fall Fair	New Westminster	
Family Fusion Dinner	New Westminster	
Day of the Honey Bee	North Vancouver City	
Shipyards Friday Night Market	North Vancouver City	
Fingerling Festival	Port Moody	
Chefs to Field	Richmond	
Garlic Festival	Richmond	
Cloverdale Rodeo	Surrey	
Surrey Ag-Info Week	Surrey	
Party for the Planet on Earth Day	Surrey	
Olde Harvest Festival at Stewart Farm	Surrey	
Harvest Fall Festival	Surrey	
Surrey Salmon Run	Surrey	
Taste White Rock	White Rock	

COLLABORATIVE ACTIONS

Local government responses to Goal 3 indicate that there are opportunities to more effectively:

- communicate the connection between food choices and sustainability; and
- coordinate consistent messaging and activities about the importance of local food to sustainability.

The recommended actions to collaboratively address these gaps are:

New Actions	Agency	Timeline
1. Develop a communication strategy with common messaging for local governments to educate residents about the connection between farmland, food security, climate change and sustainability	Metro Vancouver to facilitate with participation from all local governments	1-3 years
2. Collaborate with non-profit organizations, build on existing multi-lingual initiatives to develop and distribute information on sustainable and local food programs to new immigrants	Surrey to share resources with other local governments	1-3 years

GOAL 4

Everyone Has Access to Healthy, Culturally Diverse & Affordable Food

The aim of RFSS Goal 4 is to address some of the challenges of food insecurity, given that some residents do not have reliable access to sufficient quantities of nutritious, culturally appropriate food. Barriers to food access can be rooted in physical, social or economic inequities; with ongoing growth pressures and future impacts from climate change, access to food may become more challenging, and not just for vulnerable populations. This goal encompasses some of the broader dimensions of an equitable food system, including working to increase the availability of healthy and nutritious food, as well as access to this food for all residents. It also addresses some of the indirect social benefits (e.g. health, place-making, education, community-building) that accompany the more direct economic and nutrition dividends of urban agriculture. The three strategies target access for those most vulnerable to food insecurity, urban agriculture and the necessity to recover nutritious food.

LOCAL GOVERNMENT ROLE

Local governments are taking a strong leadership role in ensuring equitable access to nutritious food by delivering programs, financing assets, and supporting outreach to vulnerable populations. Much has been achieved by working closely with community organizations, funding initiatives and by helping these groups navigate regulatory processes. Of all the RFSS goals, Goal 4 has the strongest local government response in terms of planned actions.

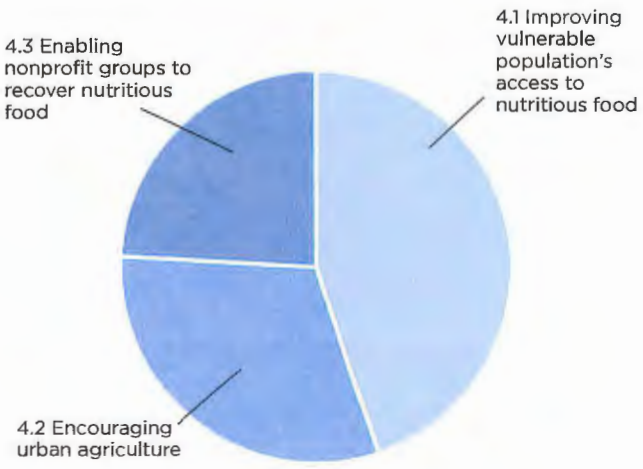
Examples of actions completed since the adoption of the RFSS include:

- **initiating** pilot projects to allow residential bee keeping (apiculture) and urban chickens in selected areas and under specific circumstances;
- **completing** research on how to improve food security in social housing sites;
- **supporting** programs to facilitate food access for vulnerable populations; and
- **creating** community gardens for residents, with plans for continuing to add new gardens.

PLANNED ACTIONS

Local governments identified 29 planned actions to be undertaken over the next five years to advance Goal 4 implementation. Although the majority of these actions focus on urban agriculture, more than a third seek to improve vulnerable populations' access to food. The distribution of actions by RFSS strategy is illustrated in the following chart.

Goal 4: Planned Actions (2016–2020)



4.1 IMPROVE ACCESS TO NUTRITIOUS FOOD AMONG VULNERABLE GROUPS

Many municipalities have existing programs or partnerships with community associations to provide food access to vulnerable populations, by helping overcome physical (e.g. location), socio-cultural (e.g. culturally appropriate or acceptable food) or economic (e.g. financial capacity) barriers.

Planned Actions	Agency Timeline	
	Ongoing	Next 5 Years
Support hosting of the bi-annual Empty Bowls Fundraising Gala to raise money for food programs	Burnaby	
Support education, skill building and cooking activities for people most vulnerable to food insecurity	Burnaby, Langley Township, New Westminster, Richmond	Surrey
Offer discounted nutritious meals for seniors, immigrant or refugee families	Burnaby, Langley City, Langley Township, New Westminster, Richmond, Surrey, White Rock	
Provide grants to social service agencies to help increase the nutritional quality of meals served	Burnaby, Langley Township , Maple Ridge, New Westminster, North Vancouver City, North Vancouver District, Port Coquitlam, Richmond , Surrey	
Investigate options for increasing access to nutritious food through mobile produce stands or food hubs with the Greater Vancouver Food Bank Society		Burnaby, New Westminster
Support trips to local farms for refugee families to enable direct access to fresh, local food and compile information on low cost sources of food	Surrey	
Improve access to information on participating in community gardens for under-represented ethno-cultural groups	Vancouver	
Analyze current opportunities and challenges facing community kitchens and compile an inventory of under-utilized kitchens		Vancouver
Increase the number of community food markets in Vancouver from 4 to 15 by 2020		Vancouver
Offer grocery shopping support programs for seniors and persons with disabilities	Burnaby, New Westminster	
Encourage integration of community food markets into community and non-profit organization's programming as part of nutritious food options for youth and families	Vancouver	
Update Community Poverty Reduction Strategy to include policies related to poverty reduction and food security		New Westminster
Develop an interactive asset map in the most commonly spoken languages, which includes information on food security and meal programs		New Westminster

4.2 ENCOURAGE URBAN AGRICULTURE

Urban agriculture is being pursued by municipalities across the region. While a substantial amount of municipal effort goes toward improving the availability of community gardens for residents, or adding new gardens, there is a wide array of other activities planned to encourage urban agriculture and connect residents with the social benefits of local food.

Planned Actions	Agency Timeline	
	Ongoing	Next 5 Years
Encourage, via in-kind support, backyard sharing programs that match homeowners with residents looking for gardening space	Burnaby, North Vancouver City	New Westminster
Continue outreach and launch pilot projects to test the feasibility of permitting new types of urban agriculture (e.g. bee keeping, backyard chickens, container gardening, fruit bearing trees on public land)	Port Moody, Vancouver	New Westminster, Surrey
Review development applications for opportunities to incorporate urban agriculture activities	Burnaby, New Westminster, North Vancouver City, North Vancouver District, Port Moody, Vancouver	
Host annual programs celebrating gardening and urban agriculture	Delta, Maple Ridge	
Establish a new Langley Urban Agriculture Demonstration Project		Langley City
Support the Maple Ridge Garden Club	Maple Ridge	
Community gardens:		
• Review and improve the approval process for community gardens		New Westminster, Surrey
• Fund, support or maintain residents' access to community gardens	All local governments	
• Establish new community gardens, and in some circumstances with an intent to improve physical access (e.g. through universal design)		New Westminster, North Vancouver District, Richmond, Surrey, Vancouver, West Vancouver

4.3 ENABLE NON-PROFIT ORGANIZATIONS TO RECOVER NUTRITIOUS FOOD

Food recovery efforts are being led by urban municipalities and Metro Vancouver, although much of the future work requires better coordination among all levels of government, health agencies and civil society groups.

Planned Actions	Agency Timeline	
	Ongoing	Next 5 Years
Continue to support the "Food Runners" pilot project at two selected sites, and investigate opportunities for pilot project expansion	Burnaby	
Fund the "Scaling Up Food Rescue Project" that encourages partnerships between potential donors and recipients (social agencies)		North Vancouver City, North Vancouver District
Explore pilot food recovery programs and initiatives to channel surplus nutritious food to people		New Westminster, Vancouver
Participate in promotion of food recovery guidelines with the BC Centre for Disease Control		Metro Vancouver
Explore tax incentives to support food recovery		Metro Vancouver
Educate the public on how to reduce unnecessary discards of edible food		Metro Vancouver
Form partnership with the Local Health Authority, School District, Tsleil-Waututh Nation and community groups to explore ways to feed hungry children at school with recovered food donated by food retailers		North Vancouver District

COLLABORATIVE ACTIONS

While there is some activity underway across the region, specific aspects of food insecurity require further attention from local governments. Gaps in implementing this goal include:

- a lack of coordination among all levels of government, the private sector and civil society groups to respond to poverty and increasing numbers of residents that are reliant on food banks and social services for nutritious food; and
- actions in response to opportunities for the recovery of nutritious and edible food.

The recommended actions to collaboratively address these gaps identified are:

New Actions	Agency	Timeline
1. Promote the Food Donation Guidelines (developed by BC Centre for Disease Control and other partners), for instance, to food distribution and food service sectors through municipal and regional business correspondence and events	All local governments	1-3 years
2. Draw from Surrey's experience to create and share information on culturally relevant local food availability for refugee and new immigrants	All local governments	1-3 years
3. Draw from Vancouver's study on community kitchens to identify opportunities and challenges for expanding food preparation and processing in under-utilized kitchens	All local governments	1-3 years

GOAL 5

A Food System Consistent with Ecological Health

RFSS Goal 5 focuses on actions that contribute to sustaining our natural systems and resources and encouraging better land stewardship. The four strategies in this goal address ecosystem goods and services, food and packaging waste, best management practices and adaptation to climate change. A systems approach ensures environmental impacts are minimized across all functions of the regional food system from production to distribution, consumption and waste management.

LOCAL GOVERNMENT ROLE

Local governments are responding to this goal through programs and projects aimed at protecting and enhancing wildlife habitat, pollination, and soil quality, while concurrently reducing impacts from waste, pesticides, and water and air contaminants. Unlike other goals, most actions are being undertaken directly by local governments with less involvement of community organizations and other groups. Municipalities are vigilant in protecting ecological assets and the Agricultural municipalities have shown leadership by promoting best management practices on agricultural land. Metro Vancouver has a leadership role in addressing food waste across the region.

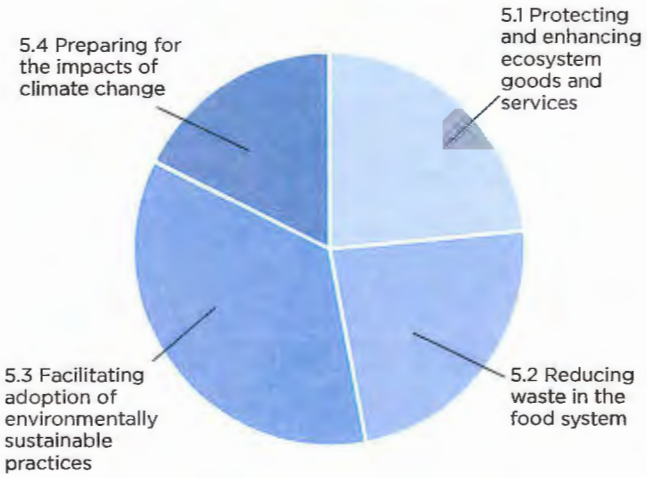
Since the adoption of the RFSS, local governments have undertaken actions such as:

- **supporting** pollinator species by encouraging habitat enhancement projects;
- **developing** Integrated Stormwater Management Plans to manage water flowing from urban areas and the impact on aquatic and terrestrial species, vegetation manage, and groundwater recharge;
- **educating** residents and businesses about the disposal ban on food wastes through media campaigns and advising on ways reduce organics and food waste as part of the regional Organic Waste Ban;
- **launching** initiatives in support of Best Management Practices for stream crossings, and land management for horse and small-lot owners; and
- **developing** climate change adaptation strategies that considers impacts on local food production.

PLANNED ACTIONS

Local governments identified 34 planned actions to be undertaken over the next five years to advance implementation of Goal 5. Half of the actions are evenly split among protecting ecosystems and reducing waste, and approximately a third of all actions are focused on minimizing the environmental impacts of development and business activities. The distribution of actions by RFSS strategy is illustrated in the following chart.

Goal 5: Planned Actions (2016–2020)



5.1 PROTECT AND ENHANCE ECOSYSTEM GOODS AND SERVICES

Local governments continue to protect and enhance wildlife habitat, undertake flood protection, and support pollination and other ecological services.

Planned Actions	Agency Timeline	
	Ongoing	Next 5 Years
Continue significant dyke upgrades by maintaining flood protection through pump stations, flood boxes, river and shoreline dykes	Burnaby, New Westminster	
New policies, plans and programs to protect eco-system health including investigating avenues for connecting existing high value habitat areas with habitat corridors		Burnaby, New Westminster
Support the Day at the Farm event hosted by the Delta Farmland and Wildlife Trust, an organization that promotes the protection of migratory bird habitat through soil conservation and farm practices	Delta	
Implement a pilot Ecological Services Initiative for three years		Langley Township
Create and enhance pollinator habitat through research, new policies and on-the ground projects		Metro Vancouver, North Vancouver City, North Vancouver District, Richmond, Surrey
Implement the Winter Crop Cover Program as part of the snow geese management program	Richmond	
Engage agriculture representatives in the Biodiversity Farm Trust regarding dykes and waterways		Surrey
Adopt an Urban Forest Management Strategy with a focus on food systems		New Westminster

5.2 REDUCE WASTE IN THE FOOD SYSTEM

As waste management is part of Metro Vancouver's mandate, the regional district has a leading role in directing research, education and awareness on food waste, as well as developing initiatives to support municipal efforts in reducing organic waste and food packaging in their communities.

Planned Actions	Agency Timeline	
	Ongoing	Next 5 Years
Develop a position statement on residential & commercial garburators including commercial digesters and macerators		Metro Vancouver
Develop a new bylaw for fermentation operations (grains/fruits, breweries, wineries and distilleries) discharging to the sewer system		Metro Vancouver
Promote the use of available commercial programs, to enable restaurants to measure, and then reduce food waste by improving food purchasing, storage and preparation methods		Metro Vancouver
Develop outreach programs for residential and commercial operations to keep grease out of the sewer		Metro Vancouver
Participate in the National Zero Waste Council's food working group in revising food labelling (best before/use buy/sell by dates)		Metro Vancouver
Implement a 3-year "Love Food Hate Waste" campaign to help residents reduce food waste through menu planning, buying local and seasonal foods		Metro Vancouver
Provide equipment and/or programming support for residents and schools to support organics collection and composting	Langley Township, New Westminster, North Vancouver District	
Support community composting education programs	Langley Township, New Westminster	

5.3 FACILITATE ADOPTION OF ENVIRONMENTALLY SUSTAINABLE PRACTICES

Local governments are integrating best management practices into their plans and policies and are educating the public on ways to reduce water consumption, and air and other contaminants in the environment.

Planned Actions	Agency Timeline	
	Ongoing	Next 5 Years
Minimize environmental impacts from pesticides through Integrated Pest Management educational programs	Burnaby, Richmond	Surrey, Metro Vancouver
Provide workshops for residents on natural pest control and composting	Burnaby, Delta, Langley Township, Richmond	
Develop a Stream Crossing Guide and promote a Land Management Guide for agricultural landowners demonstrating best management practices		Langley Township
Promote Environmental Farm Plan Workshops organized by community associations to increase awareness of the Environmental Farm Plan program	Langley Township	
Identify opportunities through community energy planning to address transportation emissions from imported food		North Vancouver District
Explore parks programming around native plant foraging for edible and medicinal plants		North Vancouver District
Identify opportunities for recycling greywater and reducing water use for parks, gardens and farms	North Vancouver District	Pitt Meadows
Promote the Council resolution to ban genetically modified crops	Richmond	
Promote the Seed Sale and Exchange to increase plantings of heritage vegetable, flower and herb seeds, fruit trees and nursery plants	Surrey	
Create healthy soil guidelines for urban farms		Vancouver
Determine whether to exempt pest management from the proposed outdoor burning regulation		Metro Vancouver
Conduct outreach to small & medium size enterprises to reduce energy and GHG emissions from food processors, wholesalers, and retailers		Metro Vancouver

5.4 PREPARE FOR THE IMPACTS OF CLIMATE CHANGE

Agriculture is at the forefront of experiencing impacts from climate change and therefore there are many direct actions to better understand and mitigate the risks to the region's food producing lands and the agricultural sector.

Planned Actions	Agency Timeline	
	Ongoing	Next 5 Years
Develop climate change adaptation strategies for the agricultural community, share results of an agro-economic flood study, support a flood preparedness toolkit and research into drainage and salinity implications for soil-based farms		Delta
Complete an agricultural communication strategy that will raise awareness of the changing climate and local food production		Delta
Include urban agriculture considerations as part of the Climate Change Adaptation Strategy		New Westminster, North Vancouver District
Refurbish old pump stations to increase capacity, improve the electrical system, and adding new pump stations		Pitt Meadows
Plan to accommodate up to 1metre of sea level rise by 2100	Richmond	
Continue to implement the Serpentine and Nicomekl Lowland Flood Control Strategy	Surrey	

COLLABORATIVE ACTIONS

Local government responses to Goal 5 reveal that the region is starting to formally recognize the ecological services that agricultural lands provide, in addition to the ecological benefits derived from the natural environment. Gaps identified in responding to Goal 5 include:

- recognition of the range of benefits provided by ecological goods and services (such as water, purification, climate regulation and nutrient cycling); and
- awareness and actions to prepare for the impacts of climate change on local food production and ecosystem services in urban environments.

The recommended actions to collaboratively address these gaps are:

New Actions	Agency	Timeline
1. Collaborate with provincial agencies to prepare a regional agriculture climate adaptation strategy for the Metro Vancouver region	Metro Vancouver and Agricultural municipalities	3-5 years

IMPLEMENTATION

EMERGING ISSUES IN THE REGIONAL FOOD SYSTEM

The planned actions identified by local governments demonstrate how each of the RFSS goals is being addressed and where further action is warranted. However, in developing the Action Plan, new food system issues emerged that, although not part of the RFSS, are becoming increasingly important for local governments.

1. Food access in emergency planning

Local government is responding to legislative requirements to undertake emergency management planning. These efforts help address and mitigate some of the risks associated with natural disasters or the impacts of climate change. In many cases, emergency plans lack process and protocols to address food related issues such as the availability of food in an emergency and food safety risks. This disconnect appears to be more pronounced in non-agricultural municipalities, although agricultural municipalities also have an opportunity to broaden the focus of emergency planning to more explicitly consider food insecurity implications (e.g. access to food, transportation and supply chain disruptions, etc.) in emergency plans and procedures.

New Action	Agency	Timeline
1. Identify how food security and emergency food issues are being addressed in each local government's emergency management plans and processes	All local governments	1-3 years

2. Recognizing the linkages among poverty, health and food

The RFSS recognizes some aspects of food insecurity by focusing on improved access to food for vulnerable populations, and on supporting community groups to recover nutritious food. Since RFSS adoption in 2011, and with input from health authorities and municipal social planners, a better understanding of food insecurity has emerged. In recognition of the key role that income plays on food insecurity and health outcomes, there is a need to build understanding of, and advocate for, more supportive policies to address the interconnection of social planning and food system planning throughout the region.

New Action	Agency	Timeline
2. Recommend policies and programs to address health outcomes of poverty and food insecurity to senior governments	All local governments	1-3 years

3. Food safety and training

The RFSS discusses the importance of food safety, and although it acknowledges the value of further investment in skills and competency in this area, it does not identify actions to address the issue. Improved knowledge of food safety among participants is critical to ensuring consumer assurance that local foods -whether from community initiatives or commercial producers- are safe. While provincial and federal agencies generally maintain responsibility for food safety, local governments have an opportunity to work with stakeholders to ensure appropriate food safety considerations underpin the ongoing growth of community and commercial food production.

New Action	Agency	Timeline
3. Work with Health Authorities, industry and appropriate agencies to ensure food safety is considered in commercial and community food production.	All local governments	1-3 years

FACILITATING ACTION PLAN IMPLEMENTATION

The Action Plan is intended to be a resource for local governments to work more effectively on regional food system issues by: offering a consolidation of 160 planned local government actions to advance a sustainable and resilient regional food system; and identifying 18 new collaborative actions for local governments to leverage partnerships and resources across the region.

As such, the Action Plan provides information and best practices for local governments as a means of information sharing and collaborative learning across municipal boundaries. The Action Plan takes a broad view of the food system, from growing food all the way through managing food waste, and it is intended to complement and strengthen other local government agricultural programs and plans. Although the Action Plan is focused on local governments, other food system stakeholders may find it a useful resource for identifying initiatives being advanced in different parts of the region and to take advantage of lessons learned.

Challenges can be magnified when coordinating actions among multiple jurisdictions. Implementation will require ongoing commitment by all local governments, and in particular will rely on:

- **Dedicated resources** – Local governments have varying levels of engagement with the regional food system. To build capacity to better address food sector challenges, local governments need to ensure resources are dedicated to carrying out the planned actions within their jurisdictions, and consider how to best enable staff to participate in relevant collaborative actions.
- **A forum for collaboration** – Participants in the Action Plan process expressed a strong interest in convening a forum for staff from across the region to continue to meet, vdiscuss challenges, share lessons learned, and undertake the new collaborative actions identified in the Action Plan.
- **Flexibility** – To ensure ongoing relevance, the Action Plan needs to remain flexible and adaptable to accommodate new actions as opportunities arise.
- **Shared resources** – The activity undertaken by local governments in the region represents a large community of practice, and also presents the potential for local governments to share best practices and find further opportunities to pool resources to jointly address shared issues or joint initiatives.
- **Working with partners** – Building local government capacity to develop effective partnerships and to work more effectively with civil society groups will directly support the successful implementation of the Action Plan.

As a result, participants in the development of the Action Plan noted the need for two additional actions to address both resourcing and capacity building:

- Assign staff to address food system issues.
- Build capacity to work with civil society.

1. ASSIGN STAFF TO ADDRESS FOOD SYSTEMS ISSUES

To ensure the Action Plan advances in alignment with the above noted needs, and to pursue the most efficient approach to the actions identified in the plan, ***the strongest mechanism for implementation is for each local government to assign a staff person for food system issues to coordinate local government participation in advancing the Action Plan.***

New Action	Agency	Timeline
1. Assign a staff member to advance local government efforts on food system issues and to participate in semi-annual working group meetings	All local governments	1-3 years

Participants in the development of the Action Plan voiced strong support for establishing a collaborative working group. Although participation would be voluntary, the working group would be intended to meet semi-annually to:

- foster a network of municipal and regional representatives engaged in food and agricultural issues;
- facilitate knowledge transfer, and share successes/ challenges, best practices and resources;
- identify opportunities to advance collaborative and new planned actions;
- create a forum to engage with civil society groups, industry and other stakeholders; and,
- review Action Plan progress.

The working group would meet to monitor progress and help coordinate efforts to ensure an effective approach to the new collaborative actions described in the Action Plan. Members of the working group would also adjust meeting frequency to best meet interests and capacity.

2. BUILD CAPACITY TO WORK WITH CIVIL SOCIETY

The RFSS acknowledges the valuable role of civil society groups in addressing food system issues, and local government representatives have acknowledged they are not always well equipped to leverage the efforts and expertise of these groups and to work effectively in partnership with them. Work is already underway to help civil society groups better understand and be able to navigate local government programs and processes. However, ***although linkages between local governments and civil society groups are strong, there is still room, and need for improvement.***

New Action	Agency	Timeline
2. Strengthen the linkages and understanding between local governments and civil society groups in relation to advancing food system issues	All local governments	1-3 years

Participants in the development of the Action Plan recognized the value of enhancing the effectiveness of local government relationships with civil society groups. Examples of specific actions to advance this broader objective include:

- convene a forum for local governments to explore how to build capacity to strategically support the work of civil society groups;
- local governments to share best practices for fostering working relationships with civil society groups; and,
- support civil society groups in learning about local government processes and policies.

SUMMARY OF NEW COLLABORATIVE ACTIONS

Member municipalities and the region are implementing their own planned actions. The proposed working group would provide assistance in this regard (for instance, through sharing of best practices or experiences addressing similar issues in their respective communities), but the primary role of the working group would be to advance the new collaborative actions identified in the Action Plan. The 18 new collaborative actions are summarized below.

New Collaborative Actions	Agency	Timeline
Goal 1		
1. Collectively advocate to senior governments for funding programs to expand investments in irrigation and drainage infrastructure necessary to adapt to climate change	Metro Vancouver and Agricultural municipalities	1-3 years
2. Investigate the feasibility and desirability of a regional land trust to increase access to agricultural land	Metro Vancouver and Agricultural municipalities	1-3 years
3. Expand municipal involvement in programs that enable new farmers to start a business such as Surrey's Virtual Incubator Farm Project Online system	All local governments	1-3 years
Goal 2		
4. Develop policies to expand processing, storage and distribution of local food (e.g. revitalization tax exemptions)	All local governments	1-3 years
5. Share information on the potential opportunities to increase local food purchasing strategies	All local governments	1-3 years
6. Profile and incorporate agri-food business ventures into regional and municipal economic development plans	Metro Vancouver and Agricultural municipalities	3-5 years
7. Convene bulk food purchasers to explore how to increase local food purchasing	Metro Vancouver to facilitate with participation from all local governments	1-3 years
Goal 3		
8. Develop a communication strategy with common messaging for local governments to educate residents about the connection between farmland, food security, climate change and sustainability	Metro Vancouver to facilitate with participation from all local governments	1-3 years
9. Collaborate with non-profit organizations, build on existing multi-lingual initiatives to develop and distribute information on sustainable and local food programs to new immigrants	Surrey to share resources with other local governments	1-3 years

New Collaborative Actions	Agency	Timeline
Goal 4		
10. Promote the Food Donation Guidelines (developed by BC Centre for Disease Control and other partners) to food distribution and food service sectors through municipal and regional business correspondence and events	All local governments	1-3 years
11. Draw from Surrey's experience to create and share information on culturally relevant local food availability for refugee and new immigrants	All local governments	1-3 years
12. Draw from Vancouver's study on community kitchens to identify opportunities and challenges for expanding food preparation and processing in under-utilized kitchens	All local governments	1-3 years
Goal 5		
13. Collaborate with provincial agencies to prepare a regional agriculture climate adaptation strategy for the Metro Vancouver region	Metro Vancouver and Agricultural municipalities	3-5 years
Emerging Issues		
14. Work with Health Authorities, industry and appropriate agencies to ensure food safety is considered in commercial and community food production	All local governments	1-3 years
15. Identify how food security and emergency food issues are being addressed in each local government's emergency management plans and processes	All local governments	1-3 years
16. Recommend policies and programs to address health outcomes of poverty and food insecurity to senior governments	All local governments	1-3 years
Facilitating Implementation		
17. Assign a staff member to advance local government food system issues and to participate in semi-annual working group meetings	All local governments	1-3 years
18. Strengthen the linkages and understanding between local governments and civil society groups in relation to advancing food system issues	All local governments	1-3 years

Review of progress on the Action Plan will be an iterative and ongoing process. The Action Plan is intended as a "living resource" that is flexible and adaptable. It will be updated as local governments complete actions, or choose to submit new planned actions. This approach supports annual reporting of progress updates to respective regional and municipal decision-makers, and ensures local governments have the capacity to contribute to the ongoing implementation in a manner that best reflects their interests and capacity.

REGIONAL FOOD SYSTEM ACTION PLAN 2016

metrovancouver.org

City of Richmond – Current and Planned Food Security Actions 2016

Enabling Policy	Project / Action	Description	Timeline	Budget
OCP – 7.1 Protect Farmland and Enhance its Viability	Continue to protect the City's agricultural land base in the ALR	Will not support loss of farmland unless there is a net benefit to agriculture/agricultural community; ensure bylaws that affect farmland are consistent with ALC Act and "Guide for Bylaw Development in Farming Areas."	Ongoing	N/A
	Soil Watch Program (established 2013)	36 signs placed in agricultural areas directing callers to a dedicated phone line re: bylaw violations related to soil matters in the ALR.	Ongoing	Regular Department Budget
	Soil Removal and Fill Regulation Bylaw (April 2015)	Introduced ability for Richmond Bylaw Officers to ticket offenders for illegal soil removal and deposit activities.	Ongoing	Regular Department Budget
	Additional level funding for Agrologist (2016 Budget)	Funding to support agrologist consulting services to provide expertise to deal with soil fill issues in the ALR.		$40,000 Additional Level
	Increase public awareness of farming practices, farm products and support education programs that provide information on agriculture and its importance to the local economy and local food system	• Richmond Farm Tour – Parks Programs initiative to work with local farmers to offer tours to raise awareness of the economic and cultural value of farming in Richmond (2017/2018). • Develop/Deliver/Support annual special events that celebrate agriculture (e.g. Garlic Festival, Chefs to Field). • Support and promote Steveston Farmers and Artisans Market.	Ongoing	Regular Department Budget
		Agricultural Festival (Canada 150 Programming).	Fall 2017	$150,000 (+ potential sponsorships and grants)
	Enhance all aspects of the agricultural sector including long term viability, opportunities for innovation (agri-industries), infrastructure and environmental impacts.	Work with the City's Agricultural Advisory Committee, ensure adjacent land uses are compatible, minimize conflict among agricultural, recreation, conservation and urban activities, support servicing and infrastructure.	Ongoing	Regular Department Budget

Enabling Policy	Project / Action	Description	Timeline	Budget
OCP – 7.2 Promote Urban Agriculture and Food Security: Support and increase the range of urban agriculture and strengthen the food system beyond production Parks and Open Spaces Strategy 2022 (POSS) (Multiple Outcomes)	Support and increase the range of urban agriculture and strengthen the food system beyond production	• Manage City owned agricultural land (242 hectares) including the Garden City Lands, Richmond Nature Park, Terra Nova Rural Park and trails through agricultural land. • Ensure recreational activities are as minimally disruptive as possible to agriculture. • Oversee Winter Crop Cover Program as part of snow geese management program. • Completed construction of Mary's Barn-a 3,525 square foot facility designed and built to support the agricultural operations at Terra Nova Rural Park. The barn will provide a hub for The Sharing Farm's operations allowing them to produce organic vegetables for Richmond's low-income residents more efficiently. Mary's Barn will provide space to process and store fresh produce, honey, and garlic as well as for equipment storage and a workshop. • Work with community partners who develop, deliver and manage agricultural programs including: **1. Kwantlen Polytechnic University's Department of Sustainable Agriculture and Food Systems:** • Bachelor of Applied Science in Sustainable Agriculture - program focus includes the science of agro-ecosystem design and stewardship; innovative and ecologically sound crop production methods; sustainable farm business management; and the economic, social, and environmental challenges facing our food system. • Richmond Farm School - a 10-month program focussed on providing training for individuals interested in local production, processing and distribution, human-scale systems that provide sustainability to local farms and natural production methods that value ecological resources and local health. Students actively support The Sharing Farm Society at Terra Nova Rural Park by providing expertise through their practicum efforts. • KPU leases City land at the south end of No. 3 Road for the purposes of incubator farming. Incubator farming is an opportunity for graduates of the Richmond Farm School program to continue learning by actively farming in an applied, cooperative and supported manner for up to three years. • KPU leases City land at the south end of No. 3 Road for the purposes of a research Orchard. Garden City Lands - Research and Education Farm, Development of Farm Management Plan.	Ongoing	Regular Department Budget

Enabling Policy	Project / Action	Description	Timeline	Budget
OCP – 7.2 Promote Urban Agriculture and Food Security: Support and increase the range of urban agriculture and strengthen the food system beyond production Parks and Open Spaces Strategy 2022 (POSS) (Multiple Outcomes)	Support and increase the range of urban agriculture and strengthen the food system beyond production	**2. The Sharing Farm** is a non-profit organization with the mandate: To grow vegetables and to harvest healthy produce to give to charitable food distribution organizations; To promote sustainability through workshops on issues related to food rescue, food security, organic practices, farm gardens and youth; To link with other similar projects who embrace the spirit of developing food rescue initiatives for the hungry, food preservation and community development through collaborations and the sharing of resources. In May 2014 Council endorsed a five-year agreement for The Sharing Farm Society to continue to engage in growing organic produce on 2.8 acres in Terra Nova Rural Park. Sharing Farm initiatives in 2015 include: o Producing over 14,000 lbs. of food for the food bank and community meals o Hosting over 5,000 people at the Garlic Festival o 748 attendees at The Fairie Play – a family play about sustainable agriculture o 3,370 volunteer hours o Community Supported Agriculture and Farm Stand social enterprises o Eating Wise; Farm to Plate Literacy for Low Income Richmond Residents **3. Richmond Food Security Society (RFSS)** is a community-based non-profit organization with the goal of growing a robust local food system through education, advocacy, and initiatives aimed at fighting hunger and increasing local food production. RFSS currently manages the City's 300+ community garden plots at nine locations throughout Richmond. Additional community garden plots are planned for The Gardens Park and Garden City Lands and will be considered in future park planning throughout the city. RFSS also runs the Richmond Community Seed Library, as well as the Richmond Fruit Recovery Project. **4. The Richmond Schoolyard Society**'s mission is to bring children into the outdoor classroom where they connect with the earth and their community. In collaboration with the RFSS, The Sharing Farm Society, Richmond Farm School and local schools, the Schoolyard Society's programs promote community building, local organic food, healthy eating choices, and food sustainability. Many of their programs are based out of Terra Nova Rural Park.		

Enabling Policy	Project / Action	Description	Timeline	Budget
OCP – 7.2 Promote Urban Agriculture and Food Security: Support and increase the range of urban agriculture and strengthen the food system beyond production POSS Garden City Lands Legacy Landscape Plan	Advance the Garden City Lands Legacy Landscape Plan	Phase 1 includes perimeter trails, water management infrastructure, first section of farm fields, interpretive signage.	2015/ Ongoing	2015 Capital Budget - $2.1M Annual capital submissions to follow to further advance the plan
OCP – 7.2.1 Support and increase the range of urban agriculture and strengthen the food system beyond production POSS Garden City Lands Legacy Landscape Plan	Advance the Urban Agriculture Land Use Directives in the Garden City Lands Legacy Landscape Plan	• Establish community partnerships and stewardships on the land. Research into potential partnering agreements starting with KPU proposal to establish a research farm on the lands (Underway). • Establish licensing agreements for farming the land. • Develop Community Gardens. • Establish farm management strategy (One farm, multiple farmers approach). • Hydrogeology studies, establish water management strategy, detailed design and engineering for water management.	Ongoing	Regular Department Budget Ongoing capital submissions will be required
OCP – 7.2.1 Support and increase the range of urban agriculture and strengthen the food system beyond production	Explore local street vending opportunities	• Pilot program launched in 2013 in several locations. • Lang Park Redevelopment incorporates food truck parking.	Ongoing	Regular Department Budget 2015 Capital Budget (Lang Park)

Enabling Policy	Project / Action	Description	Timeline	Budget
OCP – 7.2.3 Support locally grown food	Business Regulation Bylaw which allows for roadside stands	54 businesses operating as farm based roadside stands in 2015.		
O.C.P – 7.2.2 Strengthen the local food system to contribute to the economic, ecological and social well-being of the City	Direct fish sales from fishers to consumers on the Steveston Harbour Authority Floats in Steveston	80 vessels throughout the year selling a variety of species seasonally including : Albacore tuna (June - October), Coho salmon (varies from year to year), Chum salmon (July - November), Dungeness crab (year round with rotating closures by area to facilitate spawning, Halibut (February - November), Pink salmon (July, August), Rockfish (year round with rotating closures by area), Sablefish / Black Cod (year round), Sardines (year round), Sea urchin (year round), Shrimp (year round with rotating closures by area to facilitate spawning), Sockeye salmon (July - September), Sole (year round), and Spot prawns (May - July).		
OCP – 7.2.1 Support and increase the range of urban agriculture and strengthen the food system beyond production POSS The Gardens Agricultural Park Plan	Advance The Gardens Agricultural Park Plan	The Gardens Agricultural Park is a 12.2 acre park at the former Fantasy Gardens site. Phase 3 of the Council approved master plan includes incubator farms and community gardens.	On hold	Regular Department Budget 2014/15 Capital Budget
OCP – 7.2.1 Support and increase the range of urban agriculture and strengthen the food system beyond production Garden City Lands Legacy Landscape Plan	Support the development of a food hub in Richmond	Richmond Food Hub Scoping Study – Completed in 2016.	2016	Regular Department Budget

Enabling Policy	Project / Action	Description	Timeline	Budget
OCP – 7.2.2 Strengthen the local food system to contribute to the economic, ecological and social well being of the City.	Continue to collaborate with Metro Vancouver, the Province, food producers, VCH, other municipalities and stakeholders to advance the goals in the Metro Vancouver Regional Food System Strategy	Participation in Regional Food System Strategy Task Force.	Ongoing	Regular Department Budget
	Develop a Richmond Food Strategy with citizens and the community	Work currently underway by community group led by Richmond Food Security Society, VCH and others to develop a Richmond Food Charter to present to Council for endorsement and to establish a working group to advance food security in Richmond through the development of a Richmond Food Strategy.	2015/ 2016	Regular Department Budget
OCP – 7.2.2 Strengthen the local food system to contribute to the economic, ecological and social well being of the City. POSS	Continue to raise awareness to strengthen food security. Promote available programs and continue to support community organizations involved with food production/ distribution	Recent public programs Warm Weather Indoor Vegetable Plantings, Balcony Vegetable Gardening, Launching the Vegetable Garden, Growing Asian Greens in a West Coast Garden, Managing an Organic Veggie Garden.	Ongoing	
OCP – 7.2.3 Support locally grown food	Develop "Buy Local" marketing initiative with other	RFSS Richmond Eats Local Food Challenge.	Ongoing	
OCP – 7.2.4 Increase access to affordable, healthy food for residents	Support programs that encourage healthy eating and increase food related skills and knowledge	Recent public programs include: Food Skills Boot Camp, Baking Bread, Brining and Smoking Food (Richmond School Yard Society, Introduction of Solids to Baby, Helping Your Child Eat Well, Healthy Eating in Childcare Facilities and other nutrition workshops for newcomers and seniors (Richmond Public Health), Approaches to Sensory Eating Challenges for parents of children 3 to 5 years old (Richmond Public Health in partnership with BC Centre for Ability), Community Kitchens (Family Services of Greater Vancouver).	Ongoing	

Enabling Policy	Project / Action	Description	Timeline	Budget
OCP – 7.2.5 Find ways to recover food waste	Support the recycling and reuse of organic waste, develop education program	Green Ambassadors Program – A City of Richmond/ Richmond School District initiative where high school students participate in monthly workshops to learn about environmental sustainability and apply what they have learned as volunteers at City events and activities. In 2015, 150 students in the program contributed 3,650 volunteer hours to promote recycling at community events and organize the Richmond Earth Day Youth Summit. These students also manage green initiatives in their school.	Ongoing	Regular Department Budget
2008- 2031 Flood Management Strategy (adopted in 2008)	City has planned to accommodate up to 1m of sea level rise by 2100.		Ongoing	
OCP – 12.5.1 Provide for effective and responsible solid waste and recycling management Corporate Sustainability Policy	Richmond endorsed Metro Vancouver's 2010 *Integrated Solid Waste and Resource Management Plan* (ISWRMP).	In 2015, the City achieved 74% waste diversion for single family homes and is working to help multifamily and commercial buildings increase their recycling levels.	Ongoing	Regular Department Budget
	Green Can Program	• The City of Richmond has implemented door-to-door Green Cart collection service for over 40,000 single-family and townhome residents. Through this program, residents are provided with carts to recycle their yard trimmings and food scraps. • Metro Vancouver Ban on Food Scraps – effective January 1, 2015 Metro Vancouver banned food scraps from the landfill with a 6 month education/implementation period. Starting July 1, 2015 surcharges will apply for haulers that bring loads of garbage to the landfill/transfer station that contain 25% or more food scraps. The tolerance levels will gradually decrease to 5% over the next few years. Food scraps that go the landfill decay, where there is little oxygen, and produce methane gas, a powerful greenhouse gas that contributes to global warming. By recycling food scraps, this waste is turned into nutrient rich compost in just 3 months and the composting process can also be used to produce biofuel.	Ongoing	Regular Department Budget

Enabling Policy	Project / Action	Description	Timeline	Budget
	Green Can Program	• Multi-Family Green Cart program – The City of Richmond expanded the Green Cart program to over 27,000 units in multi-family buildings with centralized service. This program ensures all Richmond residents have access to food scraps recycling to help the City reach its goal of 80% waste diversion by 2020. • Commercial Green Cart – Opportunities exist to potentially provide commercial properties with food scraps recycling. Applications will be reviewed and services may be provided by the City depending on the volume requirements of the business, location and ability to add to existing collection routes. City Facility Recycling – City facilities (Community Centres, Arenas, Pools, Fire halls, Admin Buildings, Libraries, and Cultural Centre) are now provided with containers for both public and staff areas for food scraps and organics. • Special Event Recycling – The City currently provides applicants with stations to be able to provide recycling options for special events. • To raise awareness about the Green Cart program and promote food scraps recycling, the City undertakes comprehensive public communications initiatives. In 2015, the City received the Gold Quill Award of Excellence from the International Association of Business Communicators for the City's Green Cart communications campaign.	Ongoing	Regular Department Budget
	Garbage Carts/ Bi-Weekly Garbage Collection Service	After undertaking a successful pilot program in 2015, Council approved implementation of carts for garbage collection and transitioned garbage service to bi-weekly collection service starting in the 1st quarter of 2016. By collecting garbage every other week instead of every week, residents are encourage to maximize their recycling using their blue box/blue cart and Green Cart recycling programs.		

Building Our Social Future
 	
Action 46 — Facilitate food security for Richmond residents.
	46.1 Supporting retention of agricultural lands and efforts to make these lands economically viable.
	
	46.2 Encouraging development of community gardens and farmers markets.
		• Minoru Seniors Society Intergenerational Program - seniors work with youth to grow food at the Sharing Farm for donation to the Food Bank.
		• Richmond Cultural Centre Rooftop Garden – Richmond Garden Club Volunteers grow vegetables and herbs for donation to the Minoru Place Cafeteria for senior's meals.
		• Community Kitchen programs at the Caring Place
		• RFSS led actions:
		  ○ World Food Day Events early in October.
		  ○ Food Security Awareness Raising Activities: Steveston Farmers Market, Garlic Festival, Raptor Festival, Blog Spot on Website, Richmond Seedy Saturday yearly
			Ongoing	Regular Department Budget

Enabling Policy	Project / Action	Description	Timeline	Budget
	46.3 Supporting the Richmond Farm School as an important component for the agricultural sector in the region. 46.4 Working with the Richmond Food Security Society and Vancouver Coastal Health to facilitate food security related initiatives.	○ Research in partnership with UBC Land and Food System Students into getting to know the food security needs of the multicultural community, where they access food, what their needs are; food security for low income families and seniors living in social housing; and Chinese food choices by talking with shoppers outside supermarkets. ○ Local Food Guide. ○ Food Charter development (City of Richmond, Richmond Multicultural Community Services, Canadian Federation of University Women, VCH (Nutrition and Environmental Health). Involved 26 Kitchen Table Talks and an on-line survey to get additional feedback from the community. ○ Stir It Up (Youth Community Kitchen), ongoing, expanded to 2 sessions in 2015. ○ Gardening Workshops. ○ Fruit Tree Sharing Project - local unused fruit is collected for the local food bank. ○ Researched and produced the "Foodland Asset Report" about how over 638 properties in Richmond could be used for a variety of activities. ○ Healthy Food Retail Project: Richmond Food Security Society is partnering with VCH, Richmond Community and Family Health, Richmond Food Bank and the Richmond Poverty Response Committee to undertake a research project looking at Healthy Food Retail and Food Deserts in Richmond. The plan is to create and study overlapping maps of healthy food/local food retailers, low income housing, food bank users place of residence, and population health data. ○ Food for Thought Book Club at the Richmond Public Library. ○ Richmond Community Seed Library.		

Enabling Policy	Project / Action	Description	Timeline	Budget
Enhanced Pesticide Management Program (EPMP)	Adopted by Council in 2008	The EPMP is a comprehensive program that came together to provide an effective and innovative framework related to the adoption of a Pesticide Use Control Bylaw targeting the non-use of traditional pesticides on City and residential lands. Council adopted a highly innovative and now well recognized program that includes a combination of public education for natural lawn care and organic gardening with a restrictive bylaw for the non-use of traditional pesticides. This unique program provides City staff and community members with educational information related to best practices and new generation pesticide use for natural lawn care, organic gardening and landscape management.		
	Council resolution to ban genetically engineered crops (May 28, 2012)	"That the City of Richmond hereby opposes the cultivation of genetically engineered plants and trees in the City of Richmond with the exception of existing GMO crops, and that from this Resolution forward, no further GM crops, trees, or plants should be grown in the City of Richmond. This also includes GM fruit trees, all GM plants and shrubbery, GM vegetables, GM commodity crops and any and all field tests for medical and experimental GM crops."		
OCP – 9.1 Protect, enhance and expand a diverse, connected and functioning ecological network	Bridgeport Industrial Park – Pollinator Pasture Pilot project for Council adopted Ecological Network	As part of a revitalization project for Bath Slough, the City is working with Emily Carr University of Art + Design to conduct public consultation in concert with the planting of a community pollinator pasture in a linear City park along Bath Slough. This public art driven project is building capacity in the community regarding the importance of protecting and promoting native pollinator species while providing a public amenity with high eco-education values.		

Related Plans and Additional Resources:

Official Community Plan

http://www.richmond.ca/cityhall/bylaws/ocp/sched1.htm

Charting our Path Towards a Sustainable Community (2007)

http://www.richmond.ca/shared/assets/Charting_our_Path21831.pdf

Garden City Lands Legacy Landscape Plan (2014)

http://www.richmond.ca/parks/about/design-construction/gardencitylands.htm

Parks and Open Space Strategy 2022 (2014)

http://www.richmond.ca/parks/about/planning/Parks_and_Open_Space_Strategy.htm

Agricultural Viability Strategy (2003)

http://www.richmond.ca/plandev/planning2/agriculture/viability.htm

Building our Social Future (Social Development Strategy) – (2013)

http://www.richmond.ca/plandev/socialplan/strategy.htm

Vancouver Coastal Health Community Food Action Initiative

http://www.smartfund.ca/docs/eval_vch_cfai_2011_full.pdf

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Regional Food System Strategy

FEBRUARY 2011

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PREFACE

Food is a top of mind issue for many people. There are growing concerns about the rising incidence of obesity, food safety, disappearing farmland, depleted fish populations, food waste, and the carbon footprint of food. At the same time there is a renewed interest in growing food, preparing healthy meals, buying local foods, and working with others to provide equitable access to nutritious food in our communities.

In 2008, the Metro Vancouver Board initiated a Regional Food System Strategy as part of its commitment to make this a sustainable region. Since then hundreds of residents have attended public meetings to talk about agriculture and food issues. We heard about a wide array of problems but more importantly, many ideas for changing the way food is produced, consumed and disposed of that would improve the well-being of residents, the economic viability of local farms and food businesses, as well as the ecological health of the region.

This regional interest in food issues is taking place at the same time research indicates that the global food system is likely to face significant changes. Food prices are rising reflecting a growing demand for food and constraints on food production, both in agriculture and fisheries. Within this context, we have an opportunity to expand the local food supply within Metro Vancouver if all levels of government, their agencies, food producers and others in the food sector, non-governmental organizations, community groups and individuals can agree to a common vision and a plan to realize it.

Towards this end, this Regional Food System Strategy is a first step in creating a collaborative approach to sustainable, resilient and healthy food system that will contribute to the well-being of all residents and the economic prosperity of the region while conserving our ecological legacy. This Strategy takes into account the current strengths of Metro Vancouver's food system and the challenges that must be grappled with, to propose goals and strategies that will make the system more sustainable, resilient and healthy.

To achieve this means that we will still eat foods from around the world, but there will be more local food in our grocery stores and on our plates. Our food choices will be healthier ones and the food system will do a better job of sustaining the natural systems on which we all rely.

There are important and exciting initiatives already underway that are changing Metro Vancouver's regional food system. The next step in realizing the vision proposed here is to develop an Action Plan for the Regional Food System Strategy, involving key stakeholders, to implement strategic priorities. Subsequent steps will involve evaluating alternative actions and assessing the progress towards the goals of the Strategy.

This Regional Food System Strategy is presented in three parts. The first part explores the nature of the Metro Vancouver food system, its challenges and the general scope and approach of this Strategy in addressing these challenges. The second part sets out the goals and strategies to achieve the vision of a sustainable, resilient, and healthy regional food system with list of indicators for evaluating our progress. The third section is an appendix containing a more comprehensive list of actions that are already underway that support the goals of this Strategy as well as more proposed actions. This section is titled "Additional Actions for Consideration in the Action Plan", it is a work-in-progress that will inform the development of the first Action Plan.

Given the collaborative nature of the regional food system, the Strategy is best viewed as a working document that will be periodically reviewed by participating agencies, organizations and the public to consider whether priorities should be refined and new goals or strategies be established. This periodic review should be at least every five years.

PART ONE: THE BIG PICTURE

METRO VANCOUVER SUSTAINABILITY FRAMEWORK

Since 2002, Metro Vancouver has formally put the concept of sustainability at the centre of its operating and planning philosophy and advanced its role as a leader in the attempt to make the region one which is explicitly committed to a sustainable future. This comprehensive endeavour became known as the Sustainable Region Initiative, or more familiarly as the "SRI". In 2008, Metro Vancouver's Board adopted a Sustainability Framework outlining its vision, mission, values, sustainability imperatives, and sustainability principles. Depicted in Figure 1, the Sustainability Framework provides the foundation for Metro Vancouver's suite of plans, including the Regional Food System Strategy.

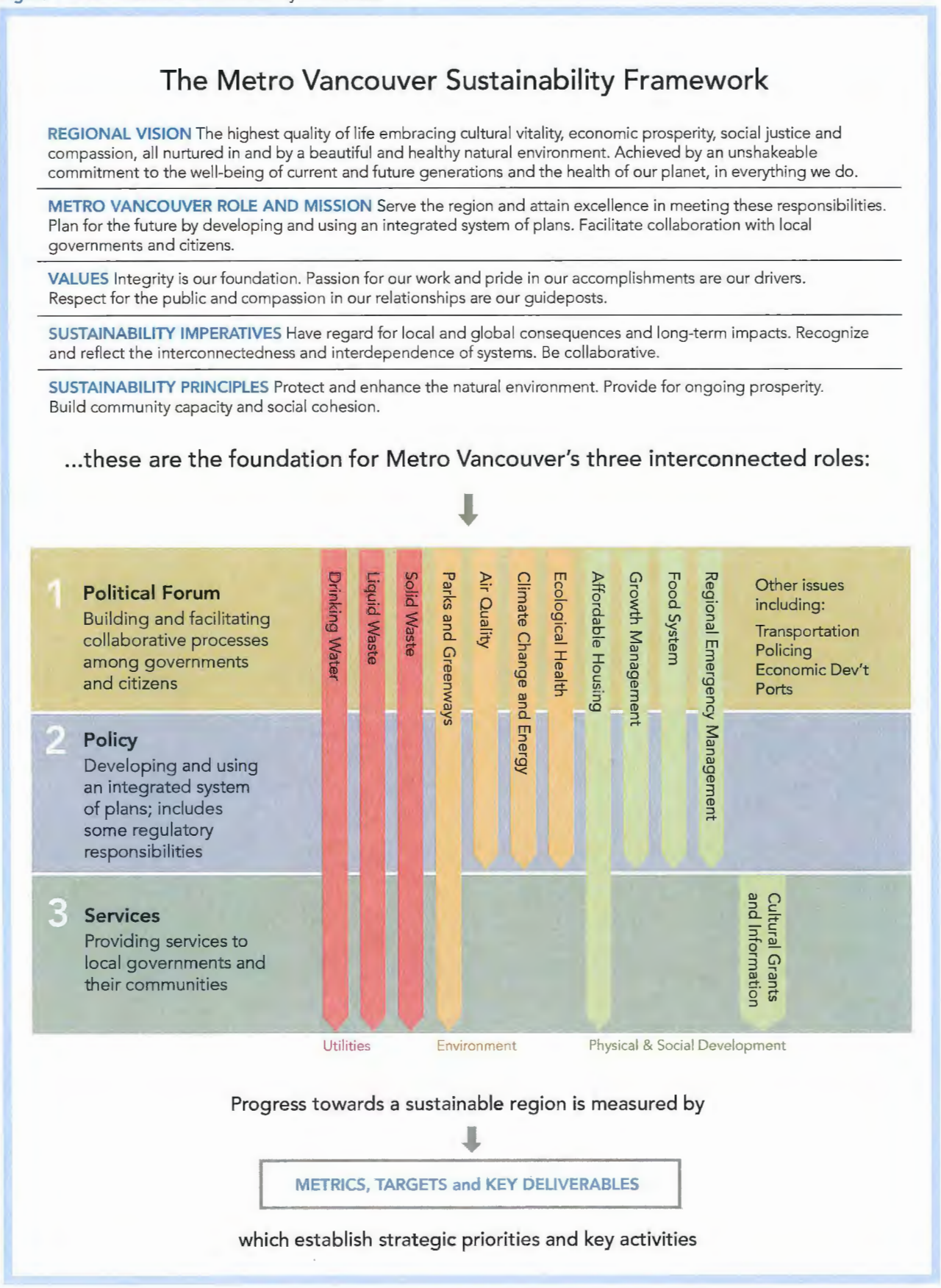
REGIONAL VISION STATEMENT

Metro Vancouver seeks to achieve what humanity aspires to on a global basis – the highest quality of life embracing cultural vitality, economic prosperity, social justice and compassion, all nurtured in and by a beautiful and healthy natural environment. We will achieve this vision by embracing and applying the principles of sustainability, not least of which is an unshakeable commitment to the well-being of current and future generations and the health of our planet, in everything we do. As we share our efforts in achieving this vision, we are confident that the inspiration and mutual learning we gain will become vital ingredients in our hopes for a sustainable common future.

Metro Vancouver is a political body and corporate entity operating under provincial legislation as a 'regional district' and 'greater boards' that delivers regional services, planning and political leadership on behalf of 24 local authorities. It comprises of:

CITY OF ABBOTSFORD
VILLAGE OF ANMORE
VILLAGE OF BELCARRA
BOWEN ISLAND MUNICIPALITY
CITY OF BURNABY
CITY OF COQUITLAM
CORPORATION OF DELTA
CITY OF LANGLEY
ELECTORAL AREA A (UNINCORPORATED AREA)
TOWNSHIP OF LANGLEY
VILLAGE OF LIONS BAY
DISTRICT OF MAPLE RIDGE
CITY OF NEW WESTMINSTER
CITY OF NORTH VANCOUVER
DISTRICT OF NORTH VANCOUVER
CITY OF PITT MEADOWS
CITY OF PORT COQUITLAM
CITY OF PORT MOODY
CITY OF RICHMOND
CITY OF SURREY
TSAWWASSEN FIRST NATION
CITY OF VANCOUVER
DISTRICT OF WEST VANCOUVER
CITY OF WHITE ROCK

Figure 1 Metro Vancouver's Sustainability Framework



VISION OF THE METRO VANCOUVER REGIONAL FOOD SYSTEM

As part of its commitment to a sustainable future for the region and its people, Metro Vancouver will, work with others to create:

a sustainable, resilient and healthy food system that will contribute to the well-being of all residents and the economic prosperity of the region while conserving our ecological legacy.

A sustainable food system meets the needs of the present generation without compromising the ability of future residents to meet their needs. Accomplishing this will require protecting and conserving the region's rich ecological legacy while taking actions that provide for ongoing profitability in the food sector, support healthier eating habits and address inequities in food access. Healthy, functioning ecosystems are essential for the on-going provision of food from land and sea as well as a wealth of other natural goods and services we all depend on. By spending a larger portion of their food budget on local foods, residents, businesses and public sector institutions will contribute to a stronger, more vital food sector that in turn will stimulate new investment and associated jobs. In addition, policies that increase public awareness of making more sustainable and healthier food choices combined with programs designed to improve food access will contribute to better health outcomes on a personal level and less strain on our collective healthcare system.

A sustainable food system must be resilient, that is capable of recovering from unforeseen setbacks and short-term crises. Resiliency is achieved by having a food supply that comes from a diversity of sources, both local and distant. In Metro Vancouver, this means increasing the production of food that can be efficiently and sustainably cultivated within the region. Diversity also applies to the wide range of venues where consumers can obtain nutritious foods. At the same time, community-led initiatives addressing food and hunger issues will continue to build networks that enhance the transfer of knowledge on a range of food-related topics, including how to grow food and prepare healthy meals. These efforts build community capacity and enhance the region's social capital.

A sustainable food system is also a healthy system, it is one that improves the well-being of individuals and reduces the stress on the health care system through better food choices and eating habits. This would help reduce the risk of diet-related diseases, including obesity, Type II diabetes, heart disease, certain cancers and osteoporosis.[1] Public education campaigns can raise awareness of the value of eating better while alluding to the positive personal experiences of preparing and sharing food with family members, friends and within communities. For some vulnerable groups and low income households in the region, programs to ensure access to nutritious foods are required. A healthy food system will also provide consumers assurance that food (fresh, packaged and prepared) by commercial ventures is safe.

1 Health Canada & Public Health Agency of Canada. 2010. It's Your Health.

THE REGIONAL FOOD SYSTEM STRATEGY

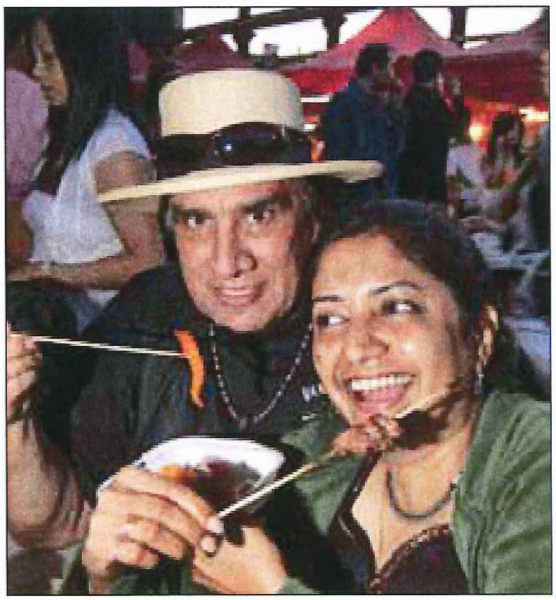
Food is essential to life and to our wellbeing. We all need to eat, but food is much more than a factor in our personal health. Specific meals and foods are associated with family histories and traditions. An interest in how food is grown can connect urban residents to natural cycles and the efforts of food producers. While the actual production and consumption of food is shaped by economic forces, the functioning of healthy natural systems is essential to sustaining our ability to obtain food from the land and sea.

Despite the importance of food, the viability of how we currently feed ourselves has recently become an issue of serious study and discussion. Anticipated changes in oil prices, climatic conditions, agricultural productivity, and fish populations have begun to raise concerns about the resiliency of our food system.

The Regional Food System Strategy is focused on how actions at the regional level can moves us toward a sustainable, resilient and healthy food system while recognizing that the Metro Vancouver foods system is affected by influences at the global scale. This Strategy provides a vision and structure that will enable more collaboration among different agencies and groups to shape the food system in Metro Vancouver. The points of common interest are:

- increasing capacity to produce more local food,
- improving financial viability of local farmers and food processors,
- encouraging people to eat healthier diets,
- ensuring a more equitable access to nutritious food,
- reducing waste in the food system, and
- protecting the ecological health of our region and surrounding waters.

Defining what is meant by local food can be difficult. For the purposes of this Strategy, local food is defined as being grown or harvested in B.C.



A Food Systems Approach

The Strategy has been constructed using a food systems approach. A food system refers to all the processes involved in keeping us fed: from growing and harvesting food to its processing, packaging, transportation, distribution, preparation, marketing, and its final consumption. It also includes the management of food and packaging waste and the recovery of nutrients within the region.

A food system operates within and is influenced by the cultural, social, economic and environmental context in which it is situated. The food system in Metro Vancouver reflects the history of the first people of the region and subsequent waves of immigration. While the places we buy and consume our food reflect the way neighbourhoods and municipalities were developed, the structure of our regional food system also reflects economic and social forces at the national and global levels. Adopting a food systems approach means this strategy looks at the "big picture" and takes a holistic view of the food system to understand how the different components all fit together.

Figure 2 Diagram of a Regional Food System

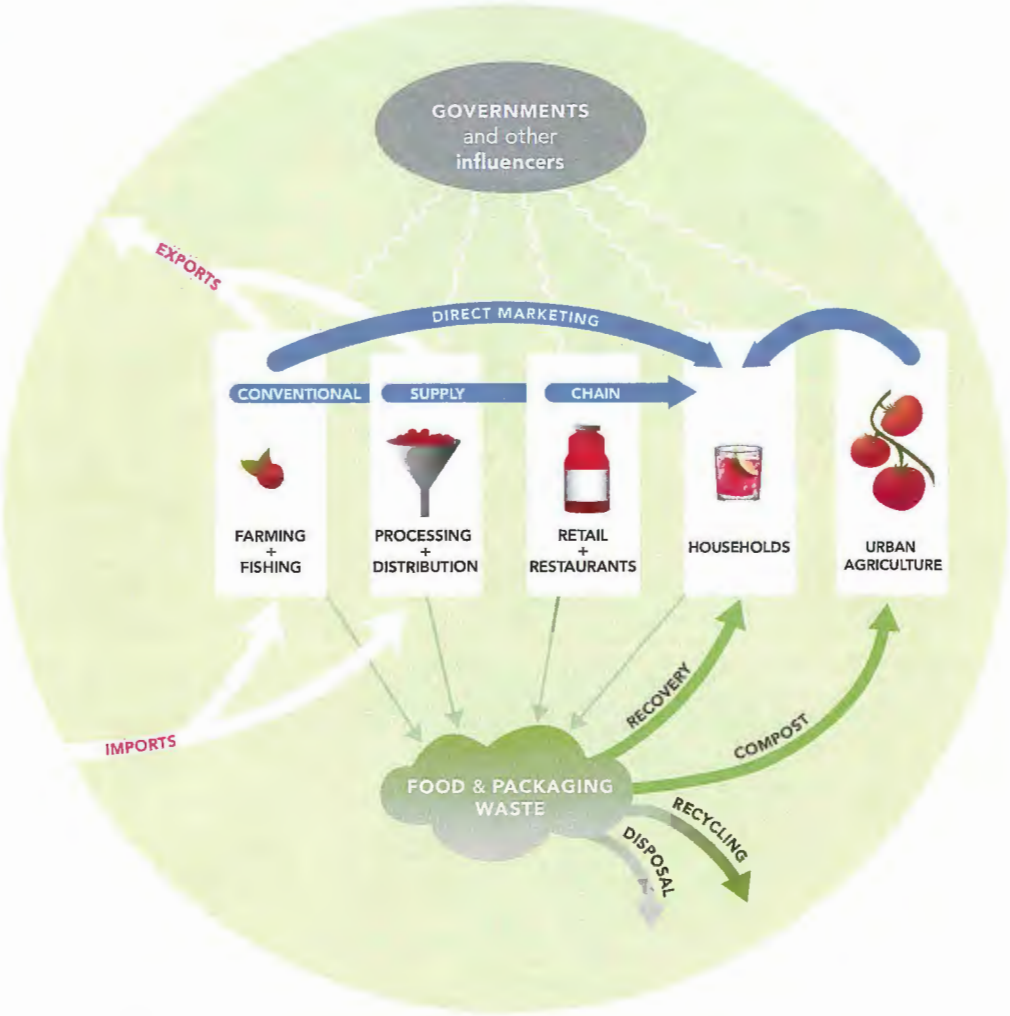


Figure 2 is a diagram of a regional food system. The products of farmers, ranchers and fishermen who grow or harvest food are transformed into "shelf ready" products through sorting, grading, packaging and other processing activities. In the conventional food supply chain, these products are warehoused for distribution to grocery stores, food markets, restaurants and other businesses that sell the food to the consumers. The conventional supply chain is supplemented by direct marketing activities. This occurs when farmers, fishermen and small scale food processors sell their products directly to restaurants and consumers at the dock, farm gate, farmers markets and other venues.

Each step of the supply chain increases value but produces waste. A study in 2007 estimated that 38 percent of food available for retail sale was wasted[2] with even more spoilage and waste occurring in homes. On farms,

2 Statistics Canada. 2009. Human Activity and the Environment: Food in Canada.

surplus crops and waste are ploughed over but in urban areas food waste from processing plants, warehouses, grocers, restaurants and homes become part of the regional waste stream. A commitment to sustainability involves reducing the amount of food and packaging waste. This involves reducing the amount of waste created in the first place as well as expanding food recovery activities, increasing composting, recovering nutrients, and recycling more food packaging that now ends up in the disposal system.

Decisions made within the food supply chain are primarily guided by market factors. Food producers and others in the food supply chain make decisions as to how to maximize their returns while consumers decide how to best spend their food budgets.

However since food is an essential good and because food production, distribution, and disposal all have social, health and environmental implications, governments, at all levels, have assumed roles to address issues not remedied by market forces. These include issues like disparities in food access, loss of prime farmland, food safety, and degradation of fish habitat. Other groups that influence the food system include professional associations, non-governmental organizations, community groups, educational institutions and the media. Understanding the functions of the food system and the roles of various groups is essential for determining the best avenues for building a sustainable, resilient and healthy regional food system.

The price differential between similar food items may be important at a grocery store or in a restaurant, but it does not always explain why consumers choose certain foods. Our eating preferences are affected by our cultural upbringing, social circles, income status, ability to access certain foods, knowledge about nutrition and food preparation, as well as personal habits and tastes. In addition, advertising and marketing campaigns can have significant influence on food choices, especially among children.

Metro Vancouver's Food System

It is possible to build a sustainable, resilient and healthy food system in Metro Vancouver – we have many strengths on which to build. The region has rich agricultural lands, a biologically rich coastline and freshwater resources to produce more food. There is a strong and growing enthusiasm for making positive changes in the way food is produced, distributed and disposed. The private sector has the skills and entrepreneurial drive to build a larger, more vibrant food sector. At the community level there are many individuals working on a wide range of initiatives from community gardens to salmon stewardship. However, increasing the sustainable production of more food within the region, improving food choices, and ensuring access to nutritious foods for all residents will require the implementation of innovative actions as well as a much greater level of collaboration among agencies and groups involved in the food system.

The population of Metro Vancouver represents more than half of the province's population and it is where 817,230 households spend almost $5 billion annually on food.[3] Most of the food we buy is not grown or caught here. A provincial study estimated that 48 percent of food consumed within the province was produced here but this analysis only included fresh foods and not processed food.[4] Supermarket shelves and produce bins are full of food items containing products from around the world.

Agriculture

Since the 1950's, productivity in the global food sector surged while prices paid for food dropped. This was primarily accomplished by the application of industrial production techniques and targeted subsidies in the food sector coupled with the ability to ship produce and processed foods to markets around the world using relatively inexpensive fossil fuels. Overall, consumers have benefited from this situation, because food prices are low and the variety of food products available has increased.

This trend has not been as beneficial to local food producers. While food prices determined in global markets have dropped, the costs of operating a farm in Metro Vancouver have climbed. The challenges of making a living meant until 1973, many farmers were choosing to sell their land and leaving the industry or moving to where conditions were more conducive to farming.

To stem the tide of the loss of farmland, the B.C. government created the Agricultural Land Reserve (ALR) in 1973. The objective of the ALR is to protect farmland in perpetuity. This visionary policy was critically important in slowing the conversion of farmland to residential and other urban uses in the most populated regions of the province like Metro Vancouver. Today there is an estimated 60,940 hectares of ALR lands in Metro Vancouver[5] (Figure 3). Most of the prime agricultural lands are located on the Fraser River Delta in Richmond, Delta, Surrey, Burnaby, and Pitt Meadows or in the uplands of Langley, and Maple Ridge (Table 1).

Not all of the ALR lands in Metro Vancouver are actively farmed. Work is underway to estimate how much of the ALR land in Metro Vancouver is actively farmed and this estimate should be available in 2012.

The creation of the ALR has not eliminated the pressures to convert farmland to other uses but it has certainly diminished the rate of conversion. A highly productive and diversified agriculture industry remains in Metro Vancouver. Farmland in Metro Vancouver represents only 1.5 percent of the total agricultural land in B.C. but it generates 28 percent of the province's gross farm income. Table 2 provides a list of the more than 130 different agricultural products in the region.[6]

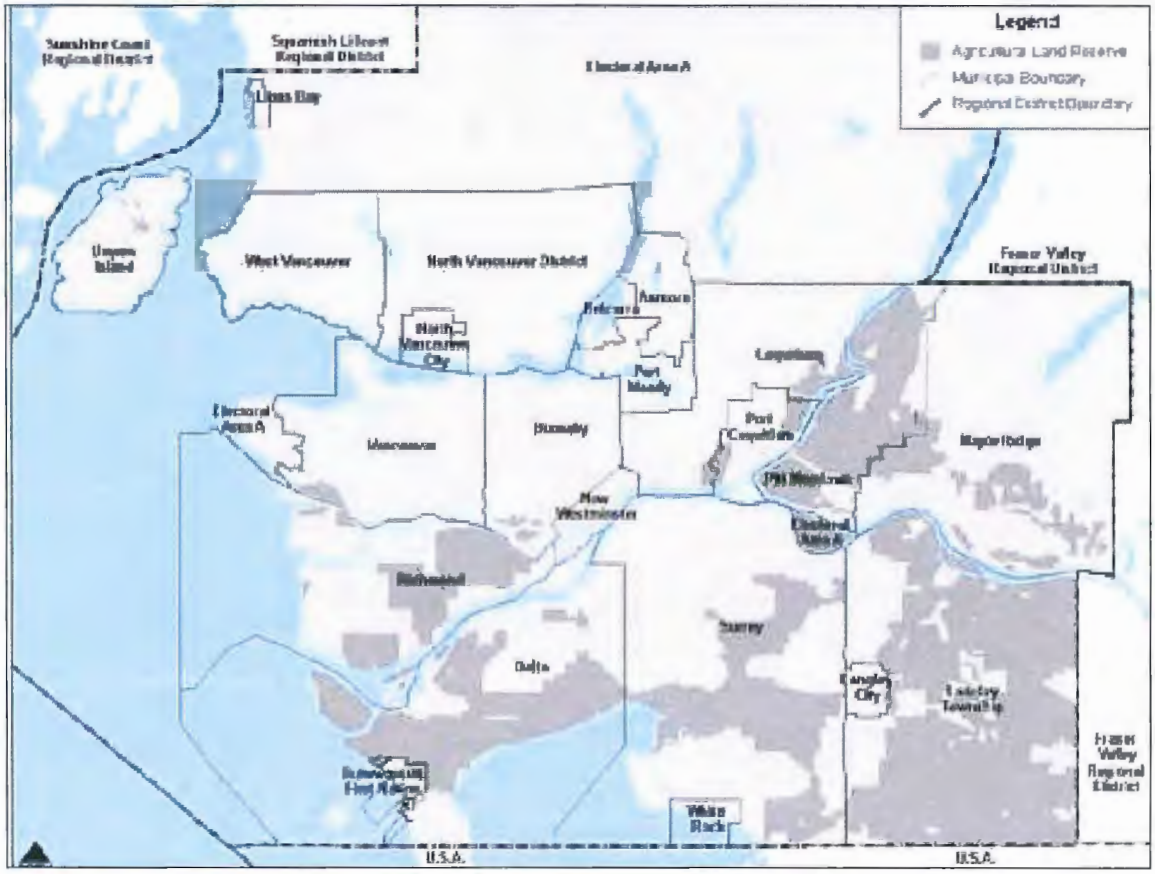
3 Population figures from Census 2006. The calculation on spending is based on data from 2001 "Food Expenditure in Canada" report from Statistics Canada.

4 B.C. Ministry of Agriculture and Lands. 2006. B.C.'s Food Self-Reliance: Can B.C.'s farmers feed our growing population.

5 Source: Agricultural Land Commission as of November, 2010.

6 Census of Agriculture. 2006. Statistics Canada.

Figure 3 Map of the Metro Vancouver's Agricultural Land Reserve



Farms in Metro Vancouver are primarily family-owned operations and relatively small in size. Of the over 2,618 farms in the region, the average size is 16 hectares and more than half are 4 hectares (10 acres) or smaller. In comparison, the average farm size in B.C. and Canada were 143 and 295 hectares respectively.[7]

There are profitable farm operations in Metro Vancouver serving both export and local markets. Local growers are successfully selling blueberries, cranberries, greenhouse vegetables and other products to international markets. Farmers who produce poultry, eggs and dairy products under supply management boards also tend to be profitable. While opportunities to sell local produce into the conventional supply chain exist for large scale producers, they are limited for smaller producers. In response, some farmers and fishermen successfully sell their products directly to restaurants and consumers. There are also local food processors that have developed niche and artisan food products that are doing well.

It is however a challenge to make an adequate living as a farmer in Metro Vancouver. The current level of agricultural production in the region may not be sufficient to support a range of agricultural related businesses including processing. This is related to many factors but the loss of actively farmed land is a key driver.

7 2006 Census Bulletin #2 Census of Agriculture. Issued August 2007. Metro Vancouver.

Table 1 Distribution of Agricultural Land Reserve (ALR) in Metro Vancouver Municipalities

Municipality	Total Land Area (ha)	Land in ALR (ha)	% Land in ALR	% Regional Share of ALR
Anmore	2,755	nil	--	--
Belcarra	523	nil	--	--
Bowen Island	5,010	182	4%	0.3%
Burnaby	9,117	234	3%	0.4%
Coquitlam	12,308	823	7%	1.3%
Delta	18,017	9,386	52%	15.4%
Electoral Area A (Barnston)	78,090	618	1%	1.0%
Langley City	1,024	43	4%	0.1%
Langley Township	31,154	23,487	75%	38.5%
Lions Bay	269	nil	--	--
Maple Ridge	26,816	3,784	14%	6.2%
New Westminster	1,571	nil	--	--
North Vancouver City	1,216	nil	--	--
North Vancouver District	16,363	nil	--	--
Pitt Meadows	8,827	6,856	78%	11.3%
Port Coquitlam	3,003	589	20%	1.0%
Port Moody	2,644	nil	--	--
Richmond	12,919	5,175	40%	8.5%
Surrey	31,823	9,286	29%	15.2%
Tsawwassen First Nation	684	180	26%	0.3%
Vancouver	11,741	297	<0	0.5%
West Vancouver	8,925	nil	--	--
White Rock	511	nil	--	--
Metro Vancouver Total	**285,310**	**60,940**	**21%**	**100%**

Source: Agricultural Land Comission November 2010

Prior to the creation of the ALR there was a significant loss of agricultural land in the region. Since then, farmland has been attractive investment for speculators who are not interested in farming but hope to eventually remove the land from ALR and convert it to other uses. At the same time, non-farm use of farmland has been increased both through approved changes and violations of approved use of farmlands. The related loss of agricultural activity in the region has lead to the relocation of some agricultural support services, like veterinarians and feed stores, to further into the Fraser Valley where the concentration of agriculture is greater. This increases the cost of operating a farm in Metro Vancouver. This loss of agricultural activity, coupled with broader market trends has lead to the relocation of food processing operations where cost of operations are lower. As a result there is less value added production of agricultural products in Metro Vancouver.

The high cost of farmland in Metro Vancouver also constrains farmers from expanding their operations as well as practicing crop rotation important for maintaining soil quality. Land prices are also a significant barrier to the entry of new and young farmers to the industry. The cost of land is related to the competition

Table 2 Farm products from Metro Vancouver

Livestock	number of animals
Hens and Chickens	4,075,408
Turkeys	332,397
Other Poultry	132,835
Cattle & Dairy Cows	29,433
Mink	157,248
Horses & Ponies	6,237
Sheep & Lambs	4,699
Pigs	3,832
Goats	1,234
Llamas & Alpacas	578
Colonies of Bees (for honey)	4,305
Fruit Crops	**number of hectares**
Blueberries	2,734
Cranberries	1,503
Strawberries	208
Raspberries	198
Apples	42
Grapes	31
Pears	12
Sweet Cherries	10
Plums and Prunes	5
Peaches	5
Other Fruit	53
Vegetable Crops	**number of hectares**
Potatoes	2,285
Nursery Products	1,192
Green/Wax Beans	804
Sweet Corn	405
Squash and Zucchini	116
Green Peas	267

Vegetable Crops con't	number of hectares
Lettuces	213
Pumpkins	203
Carrots	196
Chinese Cabbage	105
Cabbage	97
Beets	55
Spinach	47
Rutabagas/Turnips	45
Cucumbers	42
Onions	39
Shallots/Green Onions	35
Cauliflower	19
Peppers	18
Broccoli	17
Tomatoes	14
Celery	7
Other Vegetables	229
Field Crops	**number of hectares**
Barley	513
Wheat	368
Oats	528
Forage seed	411
Corn for Grain	181
Other Hay and Fodder	7,597
Other Crops	**area in m2**
Mushrooms	85,424*
Greenhouse Vegetables	1,743,581
Greenhouse Flowers	1,007,752
Other Greenhouses	485,169

Source: 2006 Census of Agriculture

** Only for Township of Langley and City of Surrey*

for land in a metropolitan region with a growing population, particularly one with the natural barriers, like the mountains and shorelines that define Metro Vancouver. In addition to expensive land, operating a farm that abuts a residential neighbourhood or other urban land uses introduces conflicts and new expenses. The sounds and smells associated with farming are considered a nuisance and transporting produce and equipment is less efficient on roads filled with commuters and other urban traffic.

Innovation in policies to protect farmland and improve the viability of farming is essential for expanding local food production. Innovation on the farm is also critical for improving the competitiveness and sustainability of agriculture. However, low financial returns and small size of farming operations in the region mean that the ability within the farming sector to invest in research and development is low. If growing more local food is an important collective objective, then governments and academic institutions must help to fill the gaps.

In summary, large and small farmers in Metro Vancouver face some significant challenges in sustaining their operations. These challenges will need to be remedied or addressed if we want to increase food production within the region.

Other elements of the food sector

In addition to a rich diversity of agriculture products, seafood and fish are harvested from the Fraser River, urban streams, the shoreline and Salish Sea. The storied cultures of the First Nations who have lived in the region for many generations reflect the importance of the abundance from the sea, in particular, salmon. An important chapter in the economic development of Metro Vancouver revolves around the canneries located near the docks where commercial fishermen landed their catches. Efforts to increase the abundance of native fish and shellfish populations could mean that marine-based sources of protein could once again be an important element of the regional food system.

The food sector is a vital component of the regional economy. One in every eight jobs in Metro Vancouver is in a food-related industry, including agriculture, fishing, processing, distribution, retail and food services. Total revenue for the B.C. food industry is estimated to be over $35 billion dollars[8] and a significant portion these businesses are located in Metro Vancouver.

There is growing public interest in purchasing local foods. Sales at farmers markets are increasing and food events continue to attract crowds. Local chefs are leading innovators and promoters of a Northwest cuisine that relies on local produce, artisan farm products, and sustainable sources of seafood. At the same time, more residents are becoming interested in growing their food in backyards and community gardens. Turnout at food related public events continues to climb while more residents are volunteering with community groups working on food security issues.

Also within the region there are individuals and households who do not have sufficient access to fresh and healthy foods. One study shows that the cost of a nutritious food basket in B.C. exceeds the means of a family of four on income assistance.[9] In celebrating the positive elements, it is be recognized that some households could be much better served by the regional food system.

The food system in Metro Vancouver also evolved from a rich cultural diversity that has shaped the region. The food we cook and enjoy at restaurants, community events and with friends and family is a reflection of the fact that forty percent of the region's residents were born outside of Canada. The ongoing mixing of people, cultures and knowledge is an asset in building a sustainable, resilient and healthy food system.

8 B.C. Ministry of Agriculture and Lands. (2006). Fast Stats: Agriculture, Aquaculture and Food. B.C. Ministry of Agriculture and Lands. B.C. figures include sales from agriculture ($2.6 billion), aquaculture (0.23 billion), food processing ($6.9 billion), food wholesaling ($10.3 billion) and food retail and food service industry (18.7 billion). The data does not include information on commercial fisheries.

9 Dieticians of Canada. (2009). The Cost of Eating in B.C. 2009. Dieticians of Canada, B.C. Region and the Community Nutritionists Council of B.C..

Challenges Facing the Global Food System

The Metro Vancouver food system is nested in the national and global food systems. The global food system is likely to undergo significant changes as a series of environmental and economic conditions change. The global demand for food will increase over the next 40 years due to continued growth in population and consumption. Meeting that demand will result in greater competition for land, water and energy resources and further exploitation of global fisheries. This will occur at the same time, that the negative environmental impacts of the food system must be reduced and food production has to adapt to the effects of climate change.[10] Through collaborative actions the Regional Food System Strategy will aim to mitigate or address the following challenges:

Supporting healthier diets

In relatively prosperous countries like Canada a disturbing dichotomy has emerged. In the midst of an abundance of relatively cheap food, the incidence of diet-related chronic diseases has increased. A growing number of people are labelled as "malnourished" meaning they are either over consuming foods that should be consumed in moderation or they are not consuming enough nutritious foods or a combination of both.[11] There are a number of factors behind this trend. People are spending less time preparing healthy meals and as a result are not passing on their knowledge about how to cook a well-balanced, nutritious meal to their children. For vulnerable groups, the food that is most easily accessible and relatively cheap is high in calories and low in nutritional value with large amounts of sweeteners, fats and salt.

Reducing the carbon footprint of food

Modern agriculture and the food system as a whole have developed a strong dependence on fossil fuels to produce, transport and process food. One study estimates that the conventional agri-food system uses

10 Godfrey, H. Charles J. et al. (2010). "Food Security: the Challenge of Feeding 9 Billion People" in Science Vol. 327, no. 5967, pp. 812-818.

11 Food, Health and Well-being in British Columbia. Provincial Health Officer's Annual Report 2005, page xvii.

7.3 units of energy to produce one unit of food energy.[12] The reliance of the food system on fossil fuels has both economic and environmental implications. Oil prices are projected to rise significantly in the future as global production levels peak. The use of fossil fuels in producing, processing, storing and transporting food has made the sector a relatively large source of global greenhouse gas emissions. A commitment to effective climate change mitigation strategies will require reducing the carbon footprint of food.

Preparing for uncertainty in the global food supplies

Greater uncertainty in terms of global food supply are related to a growing and more affluent world population coupled with the negative trends in key ecological indicators. The shortage of freshwater, the loss of topsoil and the rising temperatures and other effects associated with climate change is making it increasingly hard to expand the world's grain supply as quickly as increases in demand[13]. At the same time, wild fish stocks are diminishing as a result of changes in the ocean ecosystems, loss of habitat, over-fishing, pollution and introduction of exotic species. Any combination of these factors can lead to reduced food availability and higher food prices.

Creating opportunities for local food businesses

Globally the trend in food markets has been towards increasing corporate concentration of processing and warehousing facilities; facilities that are optimally located in low cost regions located near markets or major transportation hubs. For many locales, including Metro Vancouver, this has resulted in the loss of value-added and warehousing facilities that are important for local farmers. At the same time, large food retail chains are interested in buying food commodities in large lots and low prices, a situation which puts food producers, large and small, in a region with high land and other costs at a disadvantage. But for small to medium size farms which produce in smaller quantities, it is even more difficult to sell their products to public institutions, grocery stores and restaurants.

Working across multiple jurisdictions

Despite being a basic human need, food is not the mandate of any one level of government or agency. Instead, various components of the food system reside with the federal, provincial or local government agencies. This means that particular food issues are dealt with in isolation and the impact of any particular policy on the operation of the whole system is rarely evaluated or considered. Instead the mosaic of agency mandates as well as the specialized knowledge of experts, scientists and government staff tends to determine policies. For example, the effect of measures developed to address food safety concerns may impose significant barriers on farming operations in Metro Vancouver. At the same time, opportunities for capturing synergies in developing more environmentally sound practices given the current situation are lost.

This Regional Food System Strategy aims to address food system challenges by identifying actions that will build and strengthen relationships while bridging the gaps that exist in the Metro Vancouver food system. This will require creative and innovative thinking about policies, identifying resources, and building a commitment to working collaboratively to achieve the vision of this Strategy.

12 Centre for Sustainable Systems, University of Michigan. 2009."U.S. Food System Factsheet". Pub. No. CSS01-06.

13 Brown, Lester (2009). Could food shortages bring down civilization? Scientific American Magazine, April 22, 2009.

Partners: Roles and Responsibilities

Stronger connections between and among the food sector, governments, educational institutions and community organizations as well as the active engagement of individuals will enhance our ability to build capacity in the food sectors and to revitalize the regional food system.

Food sector

The food sector encompasses a vast range of businesses organized to move fresh farm and seafood products from the farm or dock to food retailers, like grocery stores, supermarkets, and food speciality stores, as well as restaurants, hotels and cafeterias in large institutions. Important intermediaries in the system include food processors and packers, wholesalers and food service distributors.

Most of the farm fresh products grown or raised in Metro Vancouver are sold directly to wholesalers for grading and packaging before being shipped to food retailers. Meat and dairy products require more processing and packaging – some of which can be done locally. Most fish and seafood landed in Metro Vancouver is exported but a small percentage is processed and distributed locally. The food processing sector in Metro Vancouver is composed primarily of medium to small scale businesses while the wholesale distribution centres are either owned by large retail chains or large private companies. Two large food service distributors dominate sales to food services in Metro Vancouver.[14]

Decision-making in the private sector is guided by a need to be financially viable in the face of changes in market demand, production costs, competition, regulation, the structure of the industry. As stated earlier, the challenges to operating a financially viable operation in farming, fishing and food processing must be addressed and mitigated to ensure that the opportunities for expanding local food production are realized.

14 Hild, Chris (2009) The economy of local food in Vancouver. Report produced for the Vancouver Economic Development Commission.

Photo: Ministry of Agriculture

This will mean that food service distributors, wholesalers, retailers and restaurants in the food sector will need to identify how to increase the amount of local food products they provide their customers while concurrently helping to build demand by contributing to "buy local" campaigns.

For the vast number of small scale food producers and processing developing secured local venues for selling their products directly to consumers will be important. These venues include farm gate sales and farmers markets among other options. Expanding these direct marketing venues may involve partnerships with the non-profit sector and community organizations along with good working relationships with local governments.

Research and development is key to improving productivity and business success in the food sector. Obviously the private sector has a role but because innovation in the food sector can produce economic, social and environmental benefits, governments and academic institutions should also be involved.

Government of Canada

Federal government authority for food rests primarily in agriculture, fisheries, aquaculture and health services. Agriculture and Agri-Food Canada is focused on the international and inter-provincial trade and commerce of agricultural products, farm income stabilization, agriculture research and development, and the regulation of animals and plants. The Canadian Food Inspection Agency (CFIA) is responsible for safe and sustainable food production. This includes regulating food products, packaging and labelling, monitoring farm animal health, testing food products on farms and at processing facilities for biological, chemical or physical contamination, enforcing federal food safety regulations, responding to food safety emergencies, testing products for chemical residues as well as export/import requirements, and protecting Canada's plant resource base from incursions of pests and diseases.

The Department of Fisheries and Oceans has the responsibility for conserving and protecting aquatic habitat, working in collaboration to manage commercial, recreational and Aboriginal fisheries, and creating the conditions to support sustainable aquaculture.

Health Canada helps maintain and improve the health of Canadians by regulating consumer products, delivering environmental health and protection programs, tracking diseases, and overseeing workplace health. The Public Health Agency of Canada aims to reduce pressure on the health care system by promoting good health, preventing chronic diseases and injury, and protecting against infectious diseases and other health threats.

Province of British Columbia

The Province shares a mandate for agriculture and health with the federal government and also has primary authority over strategies for economic growth, job creation, social welfare, transportation systems, and the environment.

The Ministry of Agriculture is responsible for providing a balanced approach that will promote economic and social development objectives with those of environmental sustainability for agriculture and agri-food products in B.C. In addition, it monitors and manages the risk of diseases that affects farming, works to balance urban/agriculture interests and delivers farm income stabilization programs. In addition, the Ministry funds the Agricultural Land Commission and the B.C. Farm Industry Review Board. The later adjudicates on what is 'normal farm practice.'

The Ministry of Health Services has overall responsibility for ensuring British Columbians have access to quality, appropriate and timely health services by setting province-wide goals, standards and performance agreements for health service delivery by the health authorities. It is also responsible now for promoting health and reducing the risk of chronic disease conditions.

The Ministry of Environment's role in sustainable environmental management and stewardship includes implementation of B.C.'s Climate Action Plan and Living Water Smart. The Ministry also works on strategies to manage waste, recover resources, reduce toxins and emissions, and conserve wildlife and marine species and habitats.

The Ministry of Community, Sport and Cultural Development is charged with promoting sustainable, livable communities that provide healthy and safe places for British Columbians. In 2009 the Ministry received proposals for new policy rules for the assessment of farmland from the Farm Assessment Review Panel.

First Nations

There are eleven First Nations located in Metro Vancouver: Hwlitsum, Katzie, Kwantlen, Kwikwetlem, Matsqui, Musqueam, Qayqayt, Semiahmoo, Squamish, Tsawwassen and Tsleil-Waututh. Over 40 other First Nations, tribal councils and treaty groups outside the region, including those in the Fraser Valley and on Vancouver Island, also have traditional territories and asserted claims involving lands within this region. Currently, only the Tsawwassen First Nation is a treaty First Nation and a member of Metro Vancouver.

Many First Nations are involved in economic development planning for their communities and people. This may involve fisheries, harvesting of plants, berries and other wild resources and, in some cases, agriculture. Management and allocation options for fisheries are tied to the reconciliation of aboriginal and Crown interests.

Health Authorities

The Provincial Health Services Authority (PHSA) and regional health authorities provide a range of services from hospital care to community-based residential, home health, mental health and public health services. Through the Community Food Action Initiative and the Model Core Program for Public Health, these health authorities link health and food objectives. In Metro Vancouver, Vancouver Coastal Health delivers services to the City of Vancouver, Richmond, and the North Shore municipalities while Fraser Health provides services to municipalities north and south of the Fraser from Burnaby to Maple Ridge and the Township of Langley.

Metro Vancouver

The regional government's role in the food system is related to a number of its mandates, including:

- developing and implementing a regional growth strategy that protects agricultural lands as well as industrial lands important for food processing, storage and distribution facilities
- managing solid waste to reduce food and packaging waste destined for disposal as well as identifying opportunities to recover waste in the food system for energy or as soil amendments
- providing drinking water and associated infrastructure
- collecting and treating sewage and promoting best practices for stormwater management
- regulating factors affecting air quality – better air quality should improve crop productivity but specific regulations may affects businesses within the food sector
- planning for regional parks that guide land acquisitions, programs and services, capital developments, community partnerships and volunteer initiatives
- serving as the main political forum for discussion of significant community issues of regional importance through facilitation, partnerships, advocacy, education and community engagement.

Municipalities

The extent of the municipal role in the food system is determined by the type of lands within their jurisdiction. For municipalities with large tracts of farmland, agriculture is an important element of their economy and community fabric which requires specific plans, supporting services, or bylaws to support farming while maintaining the character of rural areas. The more urban municipalities put more emphasis on community services, urban agriculture, farmers markets and other avenues to distribute and access food.

Similar to regional governments, the municipal role in the food system is related to their jurisdictional responsibilities, including:

- governing land use through Official Community Plans and related zoning bylaws that specify how food producers, business involved in the food industry and homeowners can use their properties
- deciding how to use municipally-owned lands
- establishing taxation levels for farmland and other property assessment categories
- developing plans for municipal infrastructure, buildings and properties like composting facilities, community centres and parks that can be utilized to support community food security
- supplying drinking water, solid waste collection, stormwater management, drainage, diking systems, and enforcing riparian regulations
- developing community economic development plans to increase agriculture or other food sector business
- using public education as a means for addressing the range of health and social problems that confront their constituencies
- promoting community engagement to involve citizens in developing food policies and initiatives.

Non-governmental Organizations and Community Groups

Some non-governmental organizations (NGOs) and community groups have been working to influence agriculture and other aspects of the food system since the mid-1970s. And as a result of growing interest in food and a greater understanding of the social and environmental implications of the food system, many more groups have incorporated work on agriculture, fisheries, public health and environment into their agendas. Non-governmental organizations serve an important role in providing an alternative vision to the status quo, advocating for policy change and then monitoring the effect of practices and policies. Many charitable organizations, like food banks, also provide critical community services for vulnerable groups. Supplementing this work are the efforts and energy of community groups. These groups are primarily volunteer-based where members are engaged in a variety of projects such as building community gardens and sharing growing, preserving and food preparation skills.

Educational Institutions

Schools, universities and colleges are sites for important research as well as creative teaching initiatives that influence and support changes in the regional food system. As centres of learning and research, scientists and other experts at universities can make important contributions in developing and analyzing practices, policies and technologies that will lead to innovations in the food system. In addition to contributions to science and research, educational institutions are important sites for initiating changes in the food system. The development of procurement policies that prioritize local foods have been pioneered by universities while planting gardens at elementary schools are places where children can learn about the process of growing foods.

Consumers and the Public

Consumer demand is a powerful force in the food system. Over the past few decades the increased demand for convenience foods and the popularity of dining out has reflected changes in personal and family lifestyles. At the same time, consumers are expressing an interest in purchasing foods that reflect their values. Some consumers are asking questions about where their food is produced; the working conditions and incomes of farmers, farm labour and fishermen; the use of pesticides; along with the technologies and practices used to produce their food. In response, new products have emerged including "fair trade" products and certified organic foods. In addition, success in reducing the amount of food and food packaging waste is dependent on changes in consumer behaviour.

Aligning with Provincial Initiatives

Key provincial plans supported by the Regional Food System Strategy include the following:

B.C. Agriculture Plan: Growing a Healthy Future for B.C. Families (2008)

This plan outlines strategies to ensure continued development and growth of an economically viable and resilient agriculture and food sector which contributes significantly to: the health of residents, climate change mitigation, environmental sustainability, and a growing B.C. economy. Many of the actions in this plan complement the direction of other provincial initiatives.

B.C. Climate Action Plan (2008)

The success in achieving the provincial target of a 33 percent reduction in greenhouse gas emissions by 2020 and an 80 percent reduction below 2007 levels by 2050 depends on our ability to integrate supporting initiatives in a range of sectors including the food system. The greatest potential to reduce greenhouse gases in the food system will be through changes in food procurement policies, new initiatives to reduce food waste and increase recycling, increased efforts in energy conservation and efficiency, as well as a switch to renewable sources of energy.

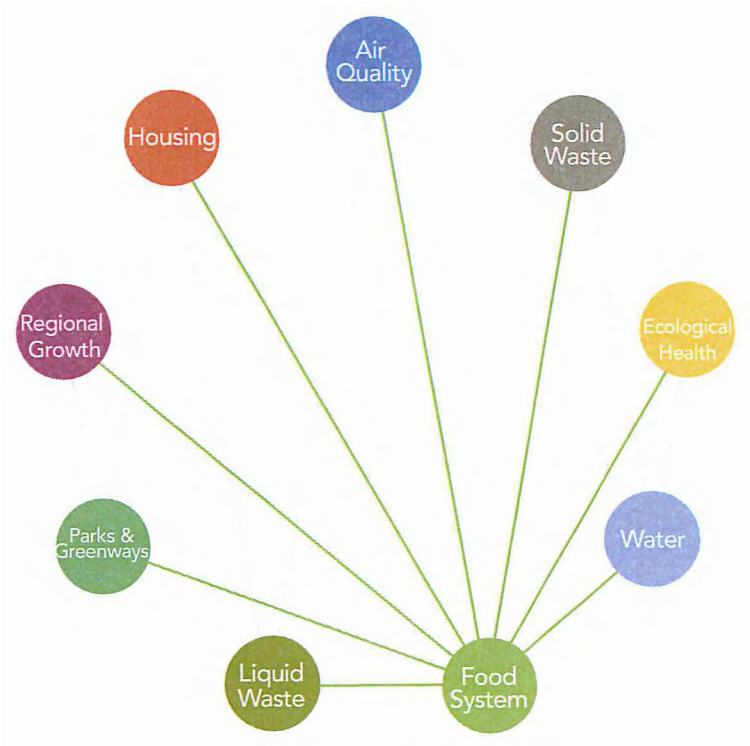
Living Water Smart: British Columbia's Water Plan (2008)

The Living Water Smart plan sets the direction for changes to water management and water use in B.C. by modernizing the *Water Act*, protecting stream health and aquatic environments, improving water governance arrangements, introducing more flexibility and efficiency in the water allocation system, and regulating ground water use in priority areas and for large withdrawals. Adaptation to climate change impacts and addressing pressures placed on water resources from a growing population and economy are critical to food production from the region's agricultural land and waterways. (Note: A policy proposal for modernizing the Water Act was released in December 2010.)

Healthy Eating Strategy (2007)

The B.C. Healthy Living Alliance developed a Healthy Eating Strategy to address key risk factors for chronic diseases by building the skills and knowledge of individuals that should lead to greater consumption of vegetables and fruit and decreasing consumption of unhealthy food and beverage choices while supporting programs that improve food access necessary for a healthy diet. This integrated approach is essential to promote healthy food and beverage choices that can also meet the needs of vulnerable populations.

Figure 4 Metro Vancouver's Interconnected Management Plans



Coordinating with Other Metro Vancouver Plans

The Regional Food System Strategy is one plan among a suite of interconnected management plans developed around Metro Vancouver's Sustainability Framework (Figure 4).

The Regional Food System Strategy includes coordinated actions with the Regional Growth Strategy and the Integrated Solid Waste and Resource Management Plan. The Regional Growth Strategy focuses on land use policies to guide future development of the region and contains policies that protect the region's agricultural land base and improve the economic viability of farming. The Integrated Solid Waste and Resource Management Plan contains a number of strategies and actions designed to minimize waste in the region which will be accomplished through recycling, reuse and the recovery of materials and energy. These include actions to reduce food and packaging waste.

There are also links between the Regional Food System Strategy and other Metro Vancouver plans, specifically the Drinking Water Management Plan, Integrated Liquid Waste and Resource Management Plan, Air Quality Management Plan, the Regional Parks and Greenways Plan, and the Affordable Housing Strategy.

Table 3, Linkages between Metro Vancouver Management Plans, summarizes key links where actions identified in other Metro Vancouver plans affect the Regional Food System Strategy, and conversely where actions in this Strategy contributes to the goals of other Metro Vancouver plans.

Table 3 Linkages between Metro Vancouver Management Plans

Linkages Between Metro Vancouver Plans

REGIONAL GROWTH STRATEGY

Protecting the region's agricultural land and promoting agricultural viability, with an emphasis on food production, expands capacity to produce food close to home. *(RGS 2.3 supports RFSS 1.1)*

Creating healthy and complete communities supports food production and distribution throughout the region. *(RGS 4.2.1, 4.2.4e supports RFSS 1.5, 4.2)*

REGIONAL FOOD SYSTEM STRATEGY

An enhanced local food sector improves the financial viability of farming in the region thereby providing motivation to keep farmland in agricultural production *(RFSS 1.3, 1.4, and Goal 2 supports RGS 2.3)*

INTEGRATED SOLID WASTE AND RESOURCE MANAGEMENT PLAN

Promotion of waste reduction, reuse and recycling results in less wasted food and less waste from food packaging. *(ISWRMP Goal 1, 2 supports RFSS 5.2)*

REGIONAL FOOD SYSTEM STRATEGY

Gleaning and food recovery activities will reduce food waste. *(RFSS Goal 4, 5.2 supports ISWRMP Goal 1, 2)*

INTEGRATED LIQUID WASTE AND RESOURCE MANAGEMENT PLAN

Reducing contaminant loadings into water bodies through sewage treatment upgrades and better stormwater management improves fish habitat. *(ILWRMP Goal 1 supports RFSS 1.2, 1.3)*

Assessing the recovery of nutrients, such as phosphorus, from lquid waste and biosolids, may support increases in food production.

REGIONAL FOOD SYSTEM STRATEGY

Potential compensation for ecological goods and services provided by farmland would provide farmers incentives to maintain drainage services to urban communities provided by their lands *(RFSS 5.1 supports ILWRMP 1.1)*

AFFORDABLE HOUSING STRATEGY

Meeting the needs of low income households by expanding the supply of affordable rental housing should improve the disposable income available for these households to purchase healthier foods. *(AHS Goal 3 supports RFSS Goal 4)*

REGIONAL FOOD SYSTEM STRATEGY

Community kitchens and similar initiatives can enhance the livablity of supportative and transitional housing units. *(RFSS 4.1 supports AHS 2.3)*

Linkages Between Metro Vancouver Plans

DRINKING WATER MANAGEMENT PLAN

Provision of clean, safe drinking water is a necessary input for food processing and some agricultural use.
(DWMP Goal 1 supports RFFS Goal 2)

Promoting water conservation and matching quality to use will reduce demand on the region's water resources making more available for instream use and agriculture.
(DWMP 2.1 & 2.2 supports RFSS Goal 1.3)

Evaluating opportunities to reintroduce salmon into watershed systems, without compromising the safety and quality of drinking water, increases potential fish habitat.
(DWMP Goal 4 supports RFSS 1.2)

REGIONAL FOOD SYSTEM STRATEGY

Support for adoption of environmentally sustainable irrigation practices and technologies will minimize agricultral demand for water.
(RFSS 5.3 supports DWMP Goal 2)

AIR QUALITY MANAGEMENT PLAN

Improved regional air quality should lead to greater crop productivity.
(AQMP strategy 1 supports RFSS 1.3)

Reducing targeted air emissions (e.g. air pollutants or odours) may affect the operations of food producers and others in the food sector.
(AQMP strategy 1, 2 affects RFSS Goal 2)

Reducing regional greenhouse gas emissions may result in incentives for adopting farming practices that enhance carbon sequestration.
(AQMP strategy 3 supports RFSS 5.1)

REGIONAL FOOD SYSTEM STRATEGY

Pilot projects for the recovery of energy on farms, including biogas, may reduce greenhouse gas emissions from agriculture.
(RFSS 5.3 supports AQMP strategy 3)

Reduction of food scraps going to landfill reduces greenhouse emissions (in the form of methane.)
(RFSS 5.2 supports AQMP strategy 3)

PARKS AND GREENWAYS PLAN

Protecting regional landscapes, biodiversity and heritage features presents an opportunity to retain examples of the agricultural history of the region and educational opportunities to engage the public on the value of sustainable agriculture, native pollinators as well as conserving and restoring fish habitat.
(PGP Goal 1 and 2 supports RFSS Goal 3)

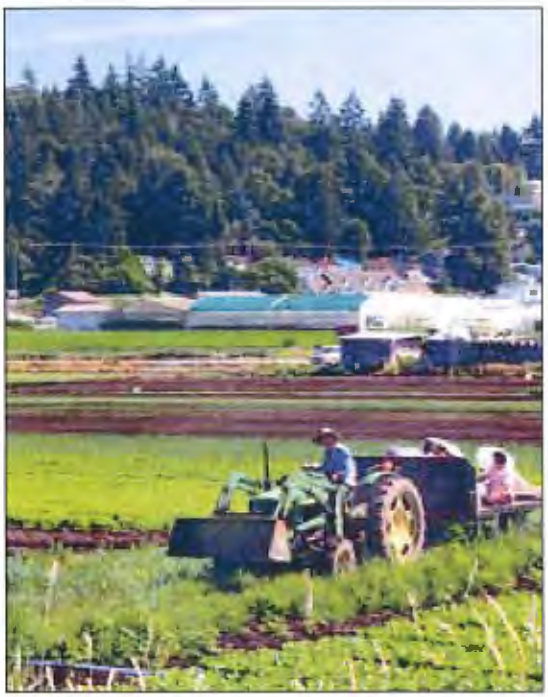
REGIONAL FOOD SYSTEM STRATEGY

Incubator farms and expansion of community gardens in regional parks supports economic development and quality of life in the region.
(RFSS 1.5 & 3.4 supports PGP Goal 3)

PART TWO: GOALS, STRATEGIES and SAMPLE ACTIONS

There are many opportunities to build a sustainable, resilient and healthy food system in Metro Vancouver and these are captured in the five goals and twenty-one strategies described below. Under each goal, a list of sample actions of what Metro Vancouver, municipalities, other levels of government and organizations could adopt and implement are provided. A more comprehensive list of the work being done by the private sector, organizations, community groups, all levels of government and educational institutions as well as proposed actions can be found in Appendix A. The appendix is a document that will evolve and will be used in developing the Action Plan.

Developing and implementing an Action Plan is the next step in realizing the goals proposed in the Strategy. This will involve developing partnerships and identifying strategic priorities for collaborative action in the short term. The process will involve evaluating alternative actions, assessing the progress towards the stated goals through performance measures, and revising the Strategy and Action Plan as necessary.



Goal 1:
Increased Capacity to Produce Food Close to Home

Expanding the amount of food that can be efficiently and sustainably produced locally is an important step in reducing the vulnerability of Metro Vancouver residents to uncertainties in the global food system. To increase the amount of local food, the key inputs for food production in the region must be secured and affordable. For agriculture, this means the land base is protected, that there is a reliable access to labour and affordable water in a community setting that supports farming. For the fishing industry a commitment to management practices that supports abundance in local fish and seafood populations is essential for expanded food production. This translates into actions to protect marine and other aquatic ecosystems, salmon spawning habitat, and reduction of contaminants entering these habitats.

Building capacity to produce food will also require actions to ensure it is possible for young people to enter the profession. In addition to traditional agricultural lands, new innovative commercial food production enterprises are emerging inside urban developments that will boost food production close to home.

Strategy 1.1 Protect agricultural land for food production

The metropolitan region of Vancouver is experiencing population growth of over 30,000 new residents each year. This will mean that the pressure to exclude lands from the Agricultural Land Reserve (ALR) for urban development will continue. However, a greater threat to farmland in Metro Vancouver may be the cumulative effect of allowing a range of non-farming activities on agricultural land such as construction of roads and large estate homes as well as the lack of enforcement of restrictions limiting the dumping of fill and truck parking on farmland. Prime farmland is a limited resource and protecting it is essential for ensuring resiliency in regional food system as well as its long term sustainability.

Strategy 1.2 Restore fish habitat and protect sustainable sources of seafood

The Fraser River Estuary in Metro Vancouver, as all estuary systems, is one of the most productive ecosystems in the planet. At present, the huge quantities of filter feeding bivalves, like clams and oysters, are not harvested due to risk of contaminants, from within the region and upstream sources. Addressing these sources of pollution would increase the potential to harvest more shellfish locally which could be a future source of protein if harvesting can be conducted in a manner that protects the biological diversity of the estuary.

Continued improvement in managing marine fisheries could ensure that salmon and other fish will continue to be a food source. Within Metro Vancouver, our contribution to restoring the abundance of salmon involves protecting and restoring spawning and rearing habitat in the network of urban streams in the region. Past approaches to land use decisions as well as storm and rainwater management have lead to the degradation of this habitat.

Strategy 1.3 Enable expansion of agricultural production

Access to water is also an important input to increasing food production. Farmers require access to sufficient volumes of affordable water of appropriate quality. Likewise the success of salmon runs is dependent on maintaining sufficient stream flows. The trend towards hotter, drier summer months coupled with less snow pack anticipated under most climate change scenarios will only increase the need for coordinated water conservation and management policies if commercial food production in the region is to expand.

Labour is another critical input for agricultural production. The demand for farm labour is seasonal with the high point being during the harvest. This creates swings in the demand for labour over the course of a year.

Another barrier to increasing agricultural food production is the tensions that can arise when residences and other urban uses are adjacent to agricultural operations.

The Farm Protection Act, also known as the Right to Farm, ensures that farmers using normal farm practices are protected from lawsuits, bylaws and other injunctions. Municipalities can help reduce conflicts through policies that anticipate contentious issues at the urban/agricultural interface.

Strategy 1.4 Invest in a new generation of food producers

The high cost of agricultural land in the region coupled with low profit margins associated with small scale farming has meant few young people can choose farming as a career. This is true for those new to the profession and farmers migrating from other regions. Innovative policies are needed to attract and retain new entrants into farming. Prospects for success can be improved with initiatives that reduce the cost of entry and provide new farmers with the technical knowledge and business skill required for operating a successful farm.

Strategy 1.5 Expand commercial food production in urban areas

In addition to rural agriculture, enterprising individuals are using public and private lands as well as green roofs to cultivate and sell food within the urbanized areas of Metro Vancouver. Sophisticated and expensive new technologies to cultivate food in cities may be introduced in the future, like vertical greenhouses, but in the meantime, municipalities will need to decide if and how to best manage and support small scale commercial agriculture within residential, commercial and industrial areas.

Goal 1 Sample Actions

METRO VANCOUVER WILL

- Work with the Agricultural Land Commission to protect the region's agricultural land base through the Regional Growth Strategy.
- Support hatcheries on the Capilano, Seymour and Serpentine Rivers, as well as the Kanaka, Noons, Crippen, and Hyde Creeks to augment existing low salmon runs in the region.
- Implement the Integrated Liquid Waste and Resource Management Plan (ILWRP) that will through sewage treatment upgrades and source controls reduce the amount of contaminant loadings entering the Fraser River and surrounding marine waters.
- Monitor and maintain indicators and other measures related to trends in agricultural land and food production in the region and publish the results.
- Establish a small number of incubator farms on Metro Vancouver lands to provide new farmers with a site to start their business.

ACTIONS REQUESTED OF MUNICIPALITIES

- Work with the Agriculture Land Commission to protect the agricultural land base.
- Complete Integrated Stormwater Management Plans (ISMPs) that will improve the health of urban streams.
- Develop zoning by-laws and guidelines for commercial urban agriculture.

ACTIONS REQUESTED OF OTHER GOVERNMENTS AND ORGANIZATIONS

- The Province strengthen the role and responsibility of the Agricultural Land Commission and provide adequate resources for this work.
- The Ministry of Agriculture develops farm homeplate standards to limit the impact of residential uses in the ALR.
- The Province implement new policy rules for the assessment of farmland that improve the competitive position of the province's farm sector, provide incentives to farm agricultural land, and support sustainable agricultural practices.
- The federal government could create an independent regulatory body, a migrant worker commission, to investigate and address the challenges of Canada's labour migration programs and protect Canada's legacy as a fair and just society.
- The Department of Fisheries and Oceans should continue to ensure that the management of fisheries and aquaculture in B.C. provides for the long-term sustainability and abundance of native stocks.
- Reduce agricultural land speculation by applying value capture mechanisms for the benefit and compensation of agriculture when ALR land is excluded or converted to non-farm use.

Goal 2:
Improve the Financial Viability of the Food Sector

Increasing capacity alone is not sufficient to ensure that local food production will be expanded; it is also necessary for local farmers, fishermen, and food processors to receive sufficient returns for their products. Improving financial viability within the food sector will require changes in policies as well as investment in new or revitalized regional food infrastructure. To increase the competiveness of the processing sector, existing facilities will need to be upgraded, renovated and expanded. Smaller farmers need access to venues where they can sell their products directly to consumers and all farmers could benefit from improved storage and distribution facilities within the region. Large public sector institutions in Metro Vancouver, like universities, schools and health care facilities, can help stimulate production of local foods by including local foods in their purchasing policies. In addition, government policy and programs should support the expansion of food production and processing activities in the region.

Making these changes should improve the financial viability within food sector but it will also produce social and economic benefits. The expansion of local agriculture, fishing and value added production will contribute to the economic prosperity of the region (see Multiplier Effect sidebar).

Strategy 2.1 Increase the capacity to process, warehouse and distribute local foods

To sell more locally produced food, there needs to be more facilities for processing farm and fish products as well as more capacity for warehousing and distribution. Building this capacity will test the business acumen of firms in the supply chain and it will also require greater collaboration between the public and private sector to develop the networks and the financial tools necessary to attract new investment in the development and revitalization of food infrastructure in Metro Vancouver. In addition to investment in physical facilities, investment in skills and competencies related to food safety will be important.

Strategy 2.2 Include local foods in the purchasing policies of large public institutions

Serving more locally produced and processed foods in the cafeterias and other food services of hospitals, universities, schools and local governments will create a new demand for local foods. Increasing the amount of local food purchased by public institutions will establish secure markets for local producers and should assure potential investors, from the private or social enterprise sectors, that investment in local food businesses and infrastructure is financially sound. Implementation of local food procurement policies will have to respect various trade agreements including the North American Free Trade Agreement (NAFTA) and the New West Partnership Trade Agreement (NWPTA).

Strategy 2.3 Increase direct marketing opportunities for local foods

Many small scale food producers and processors are opting to sell their products through direct marketing activities. Expanding the venues for direct marketing involves policy change that enables on-farm activities, like processing and sales, agri-tourism, as well and a commitments to multi-vendor sites like farmers markets. For the number and size of farmers markets to expand, restrictions on the location of new and permanent market sites and signage promoting the markets must be reduced, while access to water and power must be improved. Other initiatives include pocket markets and community supported agriculture (CSAs). Direct marketing activities represent an opportunity to connect urban residents with producers that grow and harvest their foods.

The Multiplier Effect

Every time money is spent on food produced locally, as opposed spending on food imported from elsewhere, it boosts local economic activity and incomes. This is because a locally owned business is more likely to purchase inputs from local suppliers who will then also have more to spend locally. When more consumers buy locally this creates new jobs, improved revenues for food producers and new investment opportunities.

The local food multiplier for Metro Vancouver has not been estimated but a study done of the local food economy in Seattle found that shifting 20 percent of food dollars into "locally directed spending" would inject nearly $1 billion into that region's economy each year. This impact is demonstrated in the production sector, where food grown by local farmers for export generates $1.70 in local economic activity for every dollar in sales. However, if the same farmer sells at a farmers market, each dollar in sales will generate $2.80 in local income.[15]

15 Sonntag, V. (2008) Why Local Linkages Matter: Findings from the Local Food Economy Study. Seattle, Washington. Sustainable Seattle.

Strategy 2.4 Further develop value chains within the food sector

A value chain refers to a collaborative approach among producers, processors, distributors or retailers to bring a product to market. An effective value chain involves a strong business relationship among the firms within the chain to produce a food item that satisfies a targeted market. For instance, a value chain can be produced that responds to quality requirements or the ethical and environmental values of consumers, including equitable return for farmers or fair trade, safe working conditions and fair pay for farm workers, humane treatment of animals, and specific environmental practices including organic production. The effect of collaboration is to reduce the risk and improve profit margins all along the value chain. This is in contrast to the conventional supply chain where competition all along the supply chain tends to produce standardized products at the lowest possible price for the consumer.

Strategy 2.5 Review government policies and programs to ensure they enable the expansion of the local food sector

The overlapping nature of government jurisdictions and mandates affecting the food system can result in policies and programs that unintentionally run counter to the development of a sustainable, resilient and healthy food system. Therefore, all levels of government and their agencies must engage in a systematic review of policies and programs to ensure that they are consistent with this vision of this Strategy. The use of systems thinking should be useful as will a commitment to collaboration in evaluating how to enable the expansion of local food production and the food sector in Metro Vancouver without compromising other social, economic and environmental objectives.

Goal 2 Sample Actions

METRO VANCOUVER WILL

- Review existing policies to ensure that they are consistent with the vision of the Regional Food System Strategy.
- Commit to buying more local food.

ACTIONS REQUESTED OF MUNICIPALITIES

- Develop and implement municipal plans and strategies that promote and support the viability of agriculture as appropriate.
- Review existing policies to ensure that they are consistent with the vision of the Regional Food System Strategy.
- Commit to buying more local food.

ACTIONS REQUESTED OF OTHER GOVERNMENTS AND ORGANIZATIONS

- Review existing policies to ensure that they are consistent with the vision of the Regional Food System Strategy.
- Provide on-going support for Investment Agriculture Foundation's B.C. Value Chain Initiative.
- Healthcare authorities, universities and school boards commit to buying more local food.
- Create a B.C. Agri Food Centre website that provides agricultural and food businesses with access to research and expertise on new production technologies, product development, marketing and operational management.
- Through the pooling of private and public resources, create an Agricultural Trust Fund that provides funding and loan pool for improving the viability of sustainable farming and food processing in the region.
- Establish a Centre of Excellence for Food Technology similar to what exists in other provinces.

Goal 3:
People Make Healthy and Sustainable Food Choices

Despite the variety of food available in grocery stores and restaurants and its relatively low cost for most people, there is a disturbing rise in the incidence of diet-related chronic diseases such as diabetes, cardiovascular disease and cancer. Better diets will contribute to our overall health and well-being while reducing strains on the health care system.

Consumers are beginning to ask more questions about the food they eat; about its nutritional value and how growing and harvesting practices affect the environment and their own health. Improved labeling as well as public awareness and engagement campaigns can support individuals interested in making better food choices, choices that lead to healthier people and a healthier planet.

Strategy 3.1 Enable residents to make healthy food choices

Eating a well-balanced and nutritious diet is one of the best ways to stay healthy. Due to a variety of factors though, many households rely on eating prepared foods at home or on meals from fast food restaurants. The long term effect of this trend is poorer diets and lost knowledge about how to prepare healthy meals. Initiatives to support individuals interested in improving their shopping and food preparation skills are important. However, due to time and other constraints, using prepackaged or processed foods will continue to be a part of everyday cooking, so the nutritional content of the food we purchase and eat needs to be better understood. Making it easier to identify the healthy food options from labels and menus is critical especially in a region where English is not everyone's first language.

Strategy 3.2 Communicate how food choices support sustainability

Thinking about how the food on our plate is connected to a much bigger system of food production, distribution and disposal is likely not top of mind for consumers while shopping for dinner. However, empowering consumers with relevant information about how their food choices influence their health as well as the sustainability of the regional food system can make a difference. This can be accomplished through labeling initiatives, in-store promotion, and social marketing campaigns promoting the choice of of local and sustainable foods.

Strategy 3.3 Enhance food literacy and skills in schools

Young people who have a greater awareness of how their food is produced, the health implications of the food they eat and other aspects of the food system will be better equipped to make informed food choices in the short and long-term. Food literacy is essential to building a sustainable, resilient and healthy food system. This work begins with ensuring that the next generation is more connected to the food they eat – how to buy, grow, and prepare healthy food. For parents trying to provide healthier and more sustainable meals, school programs can help to support their efforts.

Strategy 3.4 Celebrate the taste of local foods and the diversity of cuisines

Experiencing local food is one of the best ways to develop a passion for it. Festivals celebrating the harvests from land and sea as well as the wealth of different cuisines within the region offer opportunities to taste new foods and learn new ways to prepare familiar foods. Harvest events remind us of the seasonality of foods and the connections between food, culture and nature. Creating and promoting these events are important opportunities for building new networks among farmers, fishermen, chefs, community groups, media, and local governments.

Photo: Ministry of Agriculture

Goal 3: Sample Actions

METRO VANCOUVER WILL

- Advocate for the reinstatement of provincial support for the "Buy B.C." campaign.
- Engage in activities that will increase awareness within the region of the different aspects of the food system including video programs produced by Greater Vancouver TV and regional dialogues.
- Continue to provide funding for the annual Agriculture Awareness grant program for non-profit organizations within Metro Vancouver.
- Co-host an annual conference for groups working on food issues within the region. The conference would provide an opportunity to share knowledge, develop skills and connect with others.
- Create special events and programs in regional parks throughout the growing season to highlight in-season produce and provide opportunities for direct marketing of local foods.

ACTIONS REQUESTED OF MUNICIPALITIES

- Support and promote the farm tours that highlight farms, farm-gate vendors, open air markets, eateries, heritage sites and fairs in the Lower Mainland.
- Provide support to community groups working on food issues within their municipalities.
- Expand the number of events celebrating local harvests and the diversity of cuisines within a municipality.

ACTIONS REQUESTED OF OTHER GOVERNMENTS AND ORGANIZATIONS

- Invigorate and expand the "Buy B.C." campaign.
- Require better nutritional quality information on packaged and prepared foods though labeling or other innovative technologies.
- Maintain the Food Security Gateway website that provides individuals and community groups with information on making "healthy eating the easy choice" and building food secure communities.
- Continue and expand the educational programs delivered by the Agriculture in the Classroom Foundation that provides teachers with high quality print and video resources as well as programs in the schools such as Spuds in Tubs and Take a Bite of B.C.
- Develop innovative social marketing campaigns that support better food choices.
- Develop common messaging that links consumption of local foods to the viability of agriculture, fishing, and food production in the region.
- Develop creative school programs that will engage students and their families to increase the amount of fruits and vegetables they consume.

Goal 4:
Everyone has Access to Healthy, Culturally Diverse and Affordable Food

Some Metro Vancouver residents lack the means to purchase fresh foods and may not have access to a kitchen to prepare a healthy meal. This applies to low income households where expenses related to housing and medications take priority over food. For people living in low-income housing, like single occupancy rooms in hotels, the facilities for preparing a meal are limited. A renewed commitment on the part of the provincial and federal governments is key to providing sufficient resources, effective programs and policy support for addressing poor diets and hunger associated with poverty, low incomes, and high housing costs.

In the meantime, improvements in food access by vulnerable groups can be made through urban agriculture activities, innovative use of community facilities, and food recovery initiatives. In addressing food access, cultural norms and religious requirements related to food will have to be taken into account. This is particularly important in a region where most of the new population growth will come from immigration.

Strategy 4.1 Improve access to nutritious food among vulnerable groups

Vulnerable groups include the homeless, low income households, and seniors with low fixed incomes. Research links poverty and malnutrition to higher rates of disease and low life expectancy. Moreover, the overlapping cycles of poverty and hunger negatively impact early childhood development, can add to mental health problems and social exclusion – making it much more difficult for communities and families to contribute to and fully experience the advantages of living in Metro Vancouver.

Food access can be improved through actions that expand the opportunities to access fresh foods and improve the skills people have in growing, preparing and canning their own food. Community centres and schools can become important hubs for learning about canning, preserving and cooking as well as sharing information about food issues. Building food self-reliance in vulnerable neighbourhoods will generate both individual and community benefits.

Strategy 4.2 Encourage urban agriculture

Historically, the cultivation of food in urban areas was quite common and is enjoying a resurgence within most communities in Metro Vancouver. Vegetables are grown in community gardens and in backyards while fruits are being harvested along boulevards, parks and private lands. Community groups are using urban gardens as a means to improve the access vulnerable populations have to fresh foods while in school yards children are learning about how food is grown. Urban agriculture is the means for improving diets as well as building social capital and awareness of food issues. Urban agriculture also provides community and ecological benefits; it contributes to the development of a sense of place, provides colour and softens the concrete landscape of urban neighbourhoods, and contributes to the ecological health of the region. However, expanding the area of public lands dedicated to community gardens will have to be balanced with the recreational and conservation values associated with some of these lands.

Strategy 4.3 Enable non-profit organizations to recover nutritious food

Food banks, health authorities and others have been feeding the low income families and individuals for decades in Metro Vancouver but the demand for their services continues to grow. Food recovery initiatives will be important in helping to address food needs while reducing the amount of food that goes to waste in the region. Food recovery entails the collection of edible and safe food for distribution to vulnerable populations. This can take several forms including food gleaning and perishable food rescue. Gleaning refers to the collection of crops from farmers' fields that are not going to be brought to market due to harvesting methods or low market prices. Perishable food rescue applies to the collection of over-ripe produce at food wholesalers and retailers. Concerted effort to expand both activities, while assuring the safety of this food, could improve the diets of people dependent on food programs.

Goal 4: Sample Actions

METRO VANCOUVER WILL

- Advocate for sufficient funding and effective programs for ensuring all of the region's residents can be properly fed.
- Advocate for revisions in food safety regulations and requirements that would enable the redistribution of safe, nutritious and edible foods.
- Work with tenant associations in Metro Vancouver Housing Corporation complexes to establish community kitchen facilities and gardens.

ACTIONS REQUESTED OF MUNICIPALITIES

- Identify municipal lands that could be used for community gardens.
- Evaluate the opportunities for using facilities in community centres for community kitchens.

ACTIONS REQUESTED OF OTHER GOVERNMENTS AND ORGANIZATIONS

- Develop and implement programs, with sufficient funding, that improve food access for low income households and other vulnerable populations.
- Collaborate on the development of neighborhood precincts where community members share and learn skills on how to grow and cook fresh foods and share information on food issues.

Goal 5:
A Food System Consistent with Ecological Health

Healthy functioning ecosystems provide a range of goods and services that we tend to take for granted but are essential for our well-being. These include the provision of food, purification of water, clean air, climate regulation, nutrient cycling, pollination, and wildlife habitat which are called ecological goods and services. Because these are the result of natural processes, the cost of maintaining these goods and services are not adequately captured in market prices.

Productive farmland and fisheries depend on healthy natural systems that, among other things, pollinate crops, regenerate soils, and cycle nutrients. While these systems are affected by a host of human activities, changes in the practices and behaviours of everyone involved in the regional food system is necessary to conserve, restore and protect the natural legacy of Metro Vancouver. This will involve changes in farming and fishing practices as well as changes in the purchase and disposal of food. At the same time, a commitment to sustainability requires being proactive in evaluating how best to adapt food production in the region to the effects of climate change.

Strategy 5.1 Protect and Enhance Ecosystem Goods and Services

Farmers and fishermen rely on healthy functioning ecosystems for their livelihood. In the case of farmers their lands also contribute to the ecological health of the region by providing drainage, habitat and carbon sequestration. The farmers of the region tend to be good stewards of their lands but the financial realities of farming means that programs that encourage the owners of agricultural lands to conserve and enhance the ecological services are also necessary to ensure the

long-term sustainability of the region. The Delta Farmland and Wildlife Trust has pioneered stewardship programs that provide farmers incentives to contribute to soil and wildlife conservation. New programs for compensating farmers who protect and enhance ecological services in the region need to be adopted to minimize the impacts on our natural legacy, of expanded agricultural production.

Strategy 5.2 Reduce waste in the food system

Given the perishable nature of food, it is impossible to avoid food and packaging waste but the amount of waste can be reduced. The generation of food waste occurs all along the food system – from the farm to the kitchen. Crops that do not meet certain grades are ploughed under while fresh produced damaged or spoiled along the food supply chain end up, for the most part, in the regional waste stream. "Shelf-ready" foods and take-away meals add another significant source of packaging destined for disposal. Progressive waste management strategies realize that actions that reduce waste in the first place will generate economic and environmental benefits as will programs to improve recycling, reuse and the recovery of nutrients. For instance, neighbourhood composting programs could produce valuable soil supplements for urban agriculture.

Strategy 5.3 Facilitate adoption of environmentally sustainable practices

Some agricultural and fishing practices have negative environmental implications. For example, the global system of producing, processing, transporting, packaging and disposing of food has become a significant contributor of greenhouse gases. This is primarily related to the reliance on fossil fuels as an energy source for the transportation and refrigeration of foods and as an input into chemical fertilizers and pesticides but also due to a dramatic expansion of meat production worldwide. Other environmental problems associated with conventional harvesting and food production methods include depletion of fish stocks, water pollution due to nutrient run-off, and soil degradation. Recognizing their role in sustainability, food producers and others in the food sector are adopting practices that will reduce their carbon footprint and limit other negative impacts on the environment. Their efforts need to be supported with applied research, funding, and policy reform.

Strategy 5.4 Prepare for the impacts of climate change

Projected climate change risks for Metro Vancouver include higher temperatures, increased precipitation, more intense storm events, a decline in snowpack, and sea level rise.[16] The variability of annual and seasonal precipitation can have a dramatic impact on agricultural operations and near shore and instream habitat. While warmer weather may increase the productivity of some crops, farmers will also have to cope with changing irrigation needs, flooding and storm damage along with possible new pests and diseases. Improving agriculture's resilience to the impacts of climate change is critically important for sustaining the region's food production capacity, so more study is needed to determine adaptation priorities in preparation for the effects of climate change already being experienced and those anticipated.

16 Black Shield Preparedness Solutions. 2010. In "Adapting to Climate Change: A Risk-based Guide for Local Governments in British Columbia".

Goal 5: Sample Actions

METRO VANCOUVER WILL

- Initiate pilot projects to reduce the use of disposable take-out food and beverage packaging, plastic and disposable bags in the commercial sector.
- Advocate for food packaging requirements that meet food safety regulations, maintain product quality and reduce the amount of waste in municipal collection systems.
- Work with event organizers to implement waste minimization and improve recycling at community festivals, sporting events, conferences and trade shows. Best practices will be documented in a toolkit.

ACTIONS REQUESTED OF MUNICIPALITIES

- Maintain dikes to protect urban and agricultural lands.

ACTIONS REQUESTED OF OTHER GOVERNMENTS AND ORGANIZATIONS

- Evaluate potential programs that could be used to compensate farmers for the ecological goods and services that agricultural land provides.
- Protect and enhance all significant wetlands, including riparian areas, streams, and intertidal habitats, that support fish and other seafood populations.
- Implement an effective and equitable plan for reducing greenhouse gas emissions in the agriculture sector that includes a valuation of carbon sequestration on some agricultural lands.
- Initiate pilot projects for farm-based anaerobic digestors to provide alternative energy sources for farms and other uses.

PERFORMANCE MEASURES

Goal 1: Increased Capacity to Produce Food Close to Home

1. Total hectares of land in the ALR in Metro Vancouver
    - 1a. Annual number of hectares excluded from the ALR
    - 1b. Annual number of hectares included into the ALR
    - 1c. Annual number of hectares approved for non-farm use in the ALR
2. Total hectares of land categorized as farm property
3. Estimate of the amount of actively farmed land in Metro Vancouver
4. Average age of farmers in Metro Vancouver

Goal 2: Improve the Financial Viability of the Food Sector

1. Total number of food sector jobs as a percent of total regional employment jobs in the food sector
2. Food sector jobs as a percent of total regional employment
3. Ratio of farm businesses gross receipts to operating expenses
4. Number of farmers markets
5. Annual gross receipts for farmers markets
6. Value of production per hectare of agricultural land
7. Total receipts from fishing and fish processing

Goal 3: People Make Healthy and Sustainable Food Choices

1. Proportion of Metro Vancouver residents that eats fruits and vegetables 5 or more servings per day
2. Proportion of Metro Vancouver residents with an overweight or obese self-reported Body Mass Index (BMI)
3. Proportion of Metro Vancouver residents with Type II Diabetes
4. Number of schools in Metro Vancouver participating in "Agriculture in the Schools"

Goal 4: Access to Healthy, Culturally Diverse and Affordable Food for Everybody

1. Annual cost of a nutritious food basket as a proportion of median income for a two parent family with two children in Metro Vancouver
2. Annual cost of a nutritious food basket as a proportion of after tax Low Income Cut-Off for a single parent family with two children in Metro Vancouver

Goal 5: A Food System Consistent with Ecological Health

1. Number of farmers participating with Environmental Farm Plans in Metro Vancouver
2. Fish habitat health indicator
3. Percentage of food waste diverted from disposal

GLOSSARY

Agricultural enterprise zones refers to designated areas where a planning authority uses zoning, tax exemptions and other programs to stimulate the location of agriculture-related businesses, such as feed stores or veterinarians, and the development of new enterprises, such as food processing and storage facilities.

Agricultural extension encompasses a wide range of scientific, technical, marketing and other business support for agricultural producers and is usually provided by a government agency or university.

Agri-tourism involves any agriculturally-based operation or activity that brings visitors to a farm or ranch including buying produce direct from a farm stand, navigating a corn maze, picking fruit, feeding animals, or staying at a bed and breakfast on a farm.

Carbon footprint of food is the total amount of carbon dioxide, or its equivalent of other greenhouse gases, emitted in the production, processing, and transportation of a food item.

Community kitchens refer to groups that cool together and share what they make in a friendly social atmosphere. Establishing community kitchens can help to improve the health and nutrition of those involved while strengthening community ties.

Community Supported Agriculture (CSA) Members of CSAs provide farmers a set fee at the beginning of the growing season and then receive proportional shares in the annual output of the participating farm or farms. The members therefore take on some of the risk, as well as the bounty, of the farming operation.

Ecological health recognizes that human and natural systems are linked. A decent, healthy and secure life is dependent on the provision of food, fresh water, energy and materials from natural systems and assets. Given current signs of ecological strain, like climate change and species extinction, protecting and improving the well-being of current and future generations will require wiser and less destructive use of natural assets and systems.

Ecosystem services refer to the basics of life provided by natural systems and biodiversity.

Fair trade is a product certification system designed to allow consumers to identify products that meet agreed environmental, labour and developmental standards.

Food hubs are centrally located facilities that bring together a full spectrum of activities and programs to support sustainable urban food systems.

Food policy is any governance decision, plan or regulation that affects the ways that food is produced, allocated, obtained, consumed or disposed.

Food precincts are neighbourhood food networks that help residents access food and information through community gardens, edible landscapes, mini-farmers markets, food buyers clubs and by providing a space for education and training in growing, processing, handling, and cooking of food.

Food processing is the transformation of food from its raw state into something that can be stored or eaten. It ranges from basic processing like grading and bagging fresh foods to developing highly refined and packaged foods.

Food production refers to the farming and gardening practices that produce the raw food products – fruits, vegetables, grain, legumes, meat, eggs, dairy products and fish.

Food recovery programs involve taking good and healthy food products considered surplus or not marketable by food industry standards and redirecting it to food programs who redistribute it to individuals and households in need. Well designed they can address food safety issues, improve the food access, and reduce food waste.

Food safety refers to efforts ro ensure that food is handled, prepared, and stored in ways that prevent contamination of food by bacteria, viruses and parasites. Common causes of food borne illnesses in Canada include Red Tide, Listeria, Salmonella and E. Coli.

Food sector encompasses the range of food-related businesses including farms, ranches and fishing operations, food product manufacturing, farm and food product wholesaling and distribution, food and beverage stores, and food and beverage services.

Food security exists when all people, at all times, have physical and economic access to sufficient, safe and nutritious food to meet their dietary needs and food preferences for an active and healthy lifestyle.

Food system is the sequence of activities linking food production, processing, distribution and access, consumption and waste management as well as all the associated supporting and regulatory institutions and activities. A local or regional food system operates within a designated geographic area.

Local food is food produced or processed within a particular geographic boundary. For this document, local food refers to food grown and harvested in British Columbia.

Local food economy includes the production and consumption of food within a particular geographic boundary. On the production side, it consists of all businesses involved in producing, harvesting, distribution and retailing of food products. On the consumption side, it includes households and institutions, such as hospitals, which feed people as part of their operations.

Pocket markets are an alternative retail marketing arrangement for connecting urban consumers with local food producers. Community organizations act as local food brokers, purchasing fresh, healthy food from local farmers and food producers and then sell to urban consumers in small scale, portable, local food markets.

Resilience is the amount of change a system can undergo, or its capacity to absorb disturbance, and still be able to retain the same function, services, structure and feedbacks.

Social capital refers to the collective value of all social networks built through personal relationships and community involvement and the inclinations that arise from these networks to support others. A community with strong social capital is where social cohesion is strong and individuals exhibit personal investment in on-going events and activities.

Supply chain activities transform natural resources and raw materials into a finished product that is delivered to the final consumer. In a conventional supply chain, competition along the supply chain act to maximize their own return.

Supply management systems have been organized in some agriculture sectors; for instance, dairy, poultry and eggs. The objective is to match the quantity supplied of specific farm products to consumption levels within a geographic area at stable prices that ensures a fair return to farmers. Managing supply involves quotas that control production from farmers involved, penalties for over or under production, and tariffs that control imports.

Traceability refers to the recording through means of barcodes or other tracking media, all movement of a food product through the steps of the production and distribution process. This is critical in instances where an issue of contamination arises and a recall is required.

Urban agriculture is the practice of producing food within cities that encompasses a broad range of initiatives and production models that share the objective of providing urban residents access to fresh food grown in backyard gardens, roof top gardens, community gardens and urban farms.

Value chain refers to a supply chain where the relationship among firms is more intentional than in a conventional one. The cooperation and partnerships among the firms in a value chain are to provide products for a niche market or to address challenges the firms involved have in responding to market demands or producing at a scale that is profitable.

APPENDIX A: Additional Actions for Consideration in the Action Plan

The content of this Appendix is undergoing continual revision and refinement. To provide edits or additions, please contact foodstrategy@metrovancouver.org

Appendix B provides a partial list of agencies and organizations involved in the region's food system.

Goal 1: Increased Capacity to Produce Food Close to Home

Strategy 1.1 Protect agricultural land for food production

EXAMPLES OF CURRENT ACTIONS

- The Regional Growth Strategy proposes that a new regional agricultural designation be adopted that will help protect the region's supply of agricultural land from urban development.
- The Agricultural Land Commission (ALC) has dedicated staff resources to monitor and enforce ALC infractions on the Agricultural Land Reserve (ALR) – yet more resources for enforcement are needed.
- The City of Surrey has adopted an ALR compensation policy that requires any land excluded from the ALR be matched, two to one, with an inclusion of new farm land in Surrey.
- The Langley Sustainable Agriculture Foundation is a new charitable foundation that aims to encourage land stewardship, promote sustainable farming and protect farmland in the Township of Langley.
- The Ministry of Agriculture and Metro Vancouver are updating municipal agricultural land use inventories to determine the status of actively farmed land in the region. The Ministry will use this data to develop a water demand model for agriculture in the region.

OTHER PROPOSED ACTIONS

- Use the tax system to encourage agricultural production on land in the ALR.
- Create a Regional Farmland Trust that could purchase farmland for sale or support irrigation and drainage infrastructure that can help ensure agricultural land is used for farming.
- When mitigating ALR exclusions with other land, ensure that the productive capacity of the farmland (land quality and growing season) and marketing opportunities are comparable.

Strategy 1.2 Restore fish habitat and protect sustainable sources of seafood

EXAMPLES OF CURRENT ACTIONS

- The Pacific Streamkeepers Federation supports local community groups involved in restoring streams through a comprehensive education and awareness program using a handbook and activity models that help volunteer citizens to monitor and evaluate stream conditions.
- B.C. Hydro, the Kwikwetlem First Nation and Metro Vancouver are exploring options to re-establish a sustained sockeye population in Coquitlam Lake reservoir while maintaining drinking water quality.
- Metro Vancouver and member municipalities are involved in the development of numerous Integrated Stormwater Management Plans that will improve the health of urban streams. Most of the region's watersheds will be completed by 2014.
- Sapperton Fish & Game Club with the help of others is bringing the Brunette River back to life. They have physically cleaned up the river; built a hatchery and are releasing salmon fry to build populations. In October 1984, the first Coho Salmon appeared after a 30 year absence.

OTHER PROPOSED ACTIONS

- Ensure adequate flow of water in streams for salmon populations in summer.
- Increase the potential to farm or harvest shellfish in a sustainable manner.
- Support "in-river" fisheries through experimental licenses that demonstrate a new mechanism for sustainable fishing by targeting specific runs of salmon and reducing the by-catch.

Strategy 1.3 Enable expansion of agricultural production.

EXAMPLES OF CURRENT ACTIONS

- The Ministry of Environment is modernizing policies in the B.C. *Water Act*, to ensure a safe, secure, affordable and adequate water supply for agricultural production.
- The City of Pitt Meadows is making improvements to the rural drainage system to enhance the supply of irrigation water for agriculture.
- The City of Richmond has enacted a bylaw that allows accommodations for seasonal farm labour.
- The Farm Industry Review Board addresses complaints from urban residents about farming operations and determines whether they are normal farm practices.
- Municipalities are managing the interface between agriculture and urban neighbours through development permits that require buffering between rural and urban developments. The City of Richmond requires that buffers be located on the urban land.

OTHER PROPOSED ACTIONS

- Reinstate the National Water Supply Expansion Program that provides funding for infrastructure to secure an affordable, long term water supply for agriculture.
- Create a fund that can be used to help finance irrigation and drainage infrastructure that will ensure water is accessible to agricultural operations in the ALR.
- Implement Development Permit Areas through permit conditions that require edge planning on urban land adjacent to farmland.
- Fund research that introduces new hardy crop varieties and innovative and efficient production methods.
- Provide business development and marketing extension services to food producers and processors.

Strategy 1.4 Invest in a new generation of food producers.

EXAMPLES OF CURRENT ACTIONS

- The Ministry of Agriculture's Farm Business Advisory Services Program helps finance consulting services for business and succession planning.
- Kwantlen Polytechnic University in partnership with the Richmond Food Security Society and the City of Richmond is conducting a training program that provides practical knowledge, farm skills, apprenticeship, land leasing and hands on experience for new farmers.
- The B.C. Cooperative Association provides information and other support for cooperative farms where resources, capital and knowledge can be pooled.
- The Fraser Valley Direct Marketing Association has developed a Former Farmer to Farmer mentorship program.
- The Ministry of Agriculture actively supports the 4-H program, providing a vital link between youth and agriculture and contributes to the future of farming in B.C.

- B.C. Agriculture Council established B.C. Young Farmers in 2008 to provide a forum for young farmers to interact, address issues of concern, learn from one another and gain experience in association governance and the collective decision-making process.
- Farm Folk City Folk in partnership with B.C. Cooperative Association developed a Community Farms Program that establishes farms that are shared by more than one farm enterprise. The program provides access to land for new farmers and supports existing and starting new farming cooperatives, yet adequately housing the people who want to farm remains a challenge.
- TLC The Land Conservancy is renting TLC farm and ranch lands to producers. The Nicomekl Community Organic Farm in Langley operates on leased crown land to demonstrate how food production and conservation work together for mutual benefit.

OTHER PROPOSED ACTIONS

- Make ALR land accessible to new farmers by creating incubator farms on public land in the ALR or developing stronger tax incentives for private landowners to lease farmland.
- Create new loan and grant programs for new farmers to secure land, farm buildings or equipment for food production.
- Create a "land for lease" registry that matches new farmers who are looking for land to rent or own, with others who are looking to lease or sell their property.
- Create farm equipment banks or cooperatives that enable members to use or rent farm equipment.
- Create cooperative service centres that provide business planning, marketing and administrative support to new businesses in the food sector.

Strategy 1.5 Expand commercial food production in urban areas

EXAMPLES OF CURRENT ACTIONS

- Edible Garden Project in partnership with the North Shore Neighbourhood House, City of North Vancouver and the University of British Columbia is creating Loutet Park Farm to demonstrate how to operate an economically viable urban farm within a residential area.
- United We Can with assistance from others created the SoleFood Urban Farm, a social enterprise and urban farm that provides inner-city residents with employment and while supplying community kitchens, restaurants, caterers and residents with a source of local and organic food. Other partners included Projects in Place, Building Opportunities with Business, Foxglove Farm, Nature's Path and many others.

- City Farm Boy is growing fruit and vegetables commercially in 14 private yards including a large rooftop garden at a downtown high rise. The produce is sold through farmers' markets and community supported agriculture.
- The Vancouver Food Policy Council and the Building Opportunities with Business (BOB) has funded a new project aimed at aiding urban farmers in developing viable urban farming business.

OTHER PROPOSED ACTIONS

- Review bylaws, zoning and business licenses requirements enable the development of urban agriculture enterprises.
- Develop a professional association to educate, support and encourage commercial food production in urban areas.

Goal 2: Improve the Financial Viability of the Food Sector

Strategy 2.1 Increase the capacity to process, warehouse and distribute local foods

EXAMPLES OF CURRENT ACTIONS

- Investment Agriculture Foundation of B.C. is funding agriculture sector-based strategic plans with producer groups to enable market and business expansion.
- Local Food First is leading a multi-party initiative to build the New City Market which will serve as a permanent commercial hub for bringing together wholesalers, processors, retailers and consumers to enable the expansion of local food in the regional economy.
- The Pacific Institute of Culinary Arts has a professional kitchen available for rental that is suitable for small scale processors requiring commercial kitchen facilitates.
- The Small Scale Food Processor's Association is exploring the opportunities for a cooperative insurance package for its members.

OTHER PROPOSED ACTIONS

- Establish Agricultural Enterprise Zones to encourage the co-location of agriculture related businesses and services that support agricultural and value-added production. This can be done through revitalization tax exemptions and comprehensive zoning.
- Support the development of a B.C. food terminal to enhance the opportunities for local farmers, fishers and processors to supply local wholesale, retail and food services markets.

Strategy 2.2 Include local foods in the purchasing policies of large public institutions

EXAMPLES OF CURRENT ACTIONS

- The University of Victoria has adopted a procurement policy based on a quadruple bottom line, which includes carbon footprint considerations, that covers all its purchases, including food.
- Local Food Plus has successfully encouraged institutional buyers to purchase food certified as local and sustainable in Ontario and is now expanding their scope to include the Lower Mainland.
- The University of British Columbia is working with the City of Vancouver and Vancouver Coastal Health to develop common language and criteria to be used for sustainable food procurement.

OTHER PROPOSED ACTIONS

- Identify the immediate challenges to expanding institutional purchasing of local foods and actions to address the barriers.
- Compile a list of suppliers and contacts to assist municipalies and other institutions to assist with their food purchasing decisions.

Strategy 2.3 Increase direct marketing opportunities for local foods

EXAMPLES OF CURRENT ACTIONS

- The B.C. Association of Farmers Markets has developed a Farmers Market Guide, a directory of farmers' markets in B.C. that is funded and distributed through the Overwaitea Food Group's comprehensive network of stores and mailing list.
- The City of Vancouver recently approved bylaws and zoning amendments that enable farmers markets to operate throughout the city, reduced permit fees, and streamlined application process for setting up a market.
- Community groups have partnered with B.C. producers to establish farmers markets in West Vancouver, Burnaby, Coquitlam, Maple Ridge, Delta, Langley City, New Westminster, North Vancouver, Port Coquitlam, Port Moody, Surrey, Vancouver, and White Rock.
- Fraser Valley Farm Direct Marketing Association with assistance from the Ministry of Agriculture produces a Farm Fresh Guide that lists farms that sell directly to the public.
- Your Local Farmers Market Society and HB Lanarc has developed a Farmers Market Best Practices Manual for municipalities and farmers markets societies. The manual is designed to help market coordinators and city planning staff to navigate the government process by documenting and sharing previous experience from Vancouver.
- B.C. Association of Farmers Markets has led the development of MarketSafe, a food safety training guide for farmers markets and vendors. It was developed in partnership with B.C. FoodSafe secretariat, Vancouver Coastal Health, Fraser Health, and farmers' market managers.
- SFU Local Food Project with partners has created a Harvest Box Program for SFU community members who want to purchase local produce at affordable prices. Boxes of fresh produce are delivered bi-monthly to provide a source of fresh food on campus.
- Farm Folk City Folk initiated an Urban Grains Community Supported Agriculture (CSA) partnership with Jim Grieshaber-Otto, Anita's Organic Grain & Flour Mill and NOW B.C. to revive local grain production and provide members with grain grown locally in Agassiz.
- NOW B.C. in partnership with Glen Valley CSA and Food For Families Food Bank has developed an on-line farmers market, a buying club formed in the fall of 2008 to source seasonal, local, organic foods directly from small farms and processors. Customer groceries are delivered once a week to neighbourhood delivery depots.
- Blessed Bee Farm has started the first Community Supported Apiary using the CSA model. Members buy shares to support the apiary throughout the growing season and in return receive a healthy supply of honey and hive products.
- Coquitlam Farmers Market Society operates several pocket markets to encourage better access to fresh produce and to raise awareness around the benefits of a more localized food system.
- Richmond Food Security Society in partnership with the City of Richmond have developed the Richmond Food Security Guide, a listing of all the local farms, growers, community gardens, CSAs and farmers markets.

OTHER PROPOSED ACTIONS

- Implement zoning and bylaw changes that secure a location and services for seasonal and year round farmers markets.
- Streamline the process that allows small scale food producers the ability to market their meat products directly to consumers.
- Develop an agri-tourism strategy that identifies opportunities for producers to diversify their farm operations, create a brand, and to sell more products directly to consumers.

Strategy 2.4 Further develop value chains within the food sector

EXAMPLES OF CURRENT ACTIONS

- Investment Agriculture Foundation of B.C. with funding from federal and provincial governments, has developed the B.C. Value Chain Initiative, to encourage partnerships between producers, processors and marketers that will improve product quality, increase operational efficiencies or develop differentiated products to make all partners more profitable.
- Farm Folk City Folk, Local Food First and Get Local hosts Meet Your Maker events for producers, processors, distributors, retailers, and foodservices who are eager to do business with each other. Creating relationships between food businesses increase the viability of the local supply chain.
- Sysco and Gordon Food Services (Neptune) have developed contracts with local producers for restaurants who want to profile local foods.

OTHER PROPOSED ACTIONS

- Include Fraser Valley producers in discussion on how to improve the local food supply in the Lower Mainland.

Strategy 2.5 Review government policies and programs to ensure they enable the expansion of the local food sector

EXAMPLES OF CURRENT ACTIONS

- The Ministry of Community and Rural Development is reviewing farm tax policy to ensure that the assessment system is fair, equitable, enhances competiveness and supports innovation.
- Municipalities have completed or are updating Agricultural Area Plans/Strategies to confirmed the role of agriculture in their local economies and identify policy options to support agriculture. Richmond, Surrey and Maple Ridge have completed plans, while in Delta and Langley, agricultural plans are in progress.
- Fraser Region Food Network has developed a Food Policy Tool Kit in partnership with the Surrey/White Rock Food Action Coalition to provide local organizations with simple ways to incorporate food policy guidelines into decision making. The tool kit addresses increasing local food sustainability, decreasing hunger through community capacity building, and improving nutritional health of community members.
- Community groups provide members a venue for discussing food system issues, developing food security projects and proposing policy solutions. Local groups include: Surrey/White Rock Food Action Coalition, Burnaby Food First Network, New Westminster Community Food Action Committee, Delta Food Coalition, Langley Food Action Coalition, Richmond Food Security Society, Maple Ridge, Pitt Meadows & Katzie Roundtable on Food Security, and the Vancouver Food Policy Council.
- The United Way is training organization leaders in the health and social service sectors to understand how governments make policy decisions and how to engage in the public policy process.

- The Provincial Health Services Authority has produced a series of publications that provide local governments with examples of policies to improve food security.

OTHER PROPOSED ACTIONS

- Participate in the development of a National Food Strategy being led by the Canadian Federation of Agriculture in collaboration with a range of groups involved in the food system.
- Develop avenues that enable inter-sectoral networking and planning that provide an ongoing mechanism to address emerging issues and priorities.
- Develop educational materials and tools for municipalies (particularly urban and suburban) on how they can contribute to the local food system.
- Establish a provincial food policy council in association with the Union of B.C. municipalities to advise provincial and federal governments on how their policies, programs and regulations impact local food systems.

Goal 3: People Make Healthy and Sustainable Food Choices

Strategy 3.1 Enable residents to make healthy food choices

EXAMPLES OF CURRENT ACTIONS

- The Public Health Association of B.C. created the Food Security Gateway, a website for individuals and community groups interested in promoting healthy eating and building food secure communities.
- The Canadian Diabetes Association offers educational programs that teach people about cooking, preserving seasonal food and preparing healthy meals such as Cooking for Life.
- Langley Environmental Partners and Langley Eats Local offer a series of adult workshops on fruit tree care, canning, preserving, local food 101, composting and winter and salmon friendly gardening.
- Reach Community Health Centre in partnership with the Multicultural Family Centre have created the "We Love Veggies" program where doctors prescribe fresh vegetables to clients. Following a nutritional assessement, participants receive coupons redeemable at local retailers and veggie cooking classes are part of program to increase nutritional health and knowledge.
- Village Vancouver has developed the Transition Town Initiative that offers a range of workshops on gardening, permaculture, chicken and beekeeping and other neighbourhood networking activity.
- Whole Foods, Save-on Food, Choices and other grocery stores are providing free nutrition seminars and tours with registered dietitians and nutritionists. These sessions inform customers about ingredients contained in products and how to make the healthiest choices at the supermarket.

OTHER PROPOSED ACTIONS

- Educate consumers about how to read food labels and calculate the nutritional benefits or limitations of packaged foods.
- Require better nutrition information on restaurant menus.
- Develop social marketing campaigns to reduce the intake of salt and sweeteners in daily diets.
- Regulate advertising and other marketing of junk food targeted at children.
- Ensure that new schools and hospitals, or those being retrofitted, have kitchen facilities to support preparation of healthy meals.
- Target education efforts at the increasing percentage of the population that have food allergies or may be vulnerable to food borne illness as a result of aging, immuno-suppressive diseases or medications.

- Distribute healthy eating information and educational materials through municipal services, events and activities.
- Put a tax on junk food.

Strategy 3.2 Communicate how food choices support sustainability

EXAMPLES OF CURRENT ACTIONS

- The Chef's Table Society of B.C. is active in promoting sustainable and local food choices among its members and with the public.
- The Centre for Sustainable Food System at U.B.C. Farm and the 100 Mile Diet society have produced an "Eat Carbon Smart" pocket guide and website that provides useful tips on how to make food choices for reducing the greenhouse gas emissions associated with the food system.
- SeaChoice is national program for consumers and chefs to identify the best seafood choices for sustaining domestic and global fisheries. The program was developed by Canadian Parks and Wilderness Society, the David Suzuki Foundation, Ecology Action Center, Living Oceans Society and Sierra Club British Columbia and now involves grocery chains like the Overwaitea Food Group.
- Vancouver Aquarium created Ocean Wise to help consumers access information about the sustainability of seafood and make ocean friendly decisions about the fish they eat at home or in restaurants. The Ocean Wise list is regularly updated and/or reclassified with the latest scientific information and provided to program participants.
- Edible Vancouver is a magazine devoted to educating consumers about how to select and prepare food grown and harvested in B.C.

OTHER PROPOSED ACTIONS

- Coordinate educational campaigns that promote and link between local foods and public benefits.

Strategy 3.3 Enhance food literacy and skills in schools

EXAMPLES OF CURRENT ACTIONS

- Agriculture in the Classroom Foundation hosts workshops for educators, provides high quality print and video resources and conducts programs for schools such as Spuds in Tubs and Take a Bite of B.C.
- Evergreen and the Environmental Youth Alliance are helping to establish edible schoolyard garden and provide educational materials for teachers.
- Act Now B.C. funds the B.C. Fruit and Vegetable Nutritional Program that provides students in elementary schools two servings of fruit and vegetables for fourteen weeks in the school year. Agriculture in the Classroom Foundation delivers this program with assistance from Save On Foods, B.C. Milk Producers, B.C. Dairy Foundation, Ministry of Agriculture and others.
- The Land & Food Systems Faculty at U.B.C. is leading the Think&Eat Green@School initiative that connects K–12 students to food and sustainability issues while reducing schools' ecological footprint and greenhouse gas emissions. This work could be applied to other school boards throughout B.C. Other partners include Vancouver School Board, U.B.C. Faculty of Education, Vancouver Coastal Health, Vancouver Food Policy Council, and other non-profit groups.

- The Community Education on Environment and Development (CEED) Centre Society in partnership with School District 42 (Maple Ridge and Pitt Meadows) and the Aldridge Family has developed the Aldridge Acres Connex Project for kids at risk. Through experiential learning, high school students gain skills in agriculture, horticulture, livestock management and social enterprise as well as produce food for charitable distribution.
- Langley Environmental Partners in partnership with Glorious Organics/Fraser Common Farm has developed the "Seed to Plate" local food series of workshops and field trips that look at the food system, from gardening and cooking to waste. The target is grades 4-7 but the program could be adapted to secondary schools.
- The Centre for Sustainable Food Systems at U.B.C. Farm with partners and volunteers has created an intergenerational community learning initiative through a gardening based program that extends across school curriculum. It teaches food literacy to students in grades 4-6 and involves elders who share their knowledge with the children.
- Grandview School has created the Grandview/Uuqinak'uuh Earth School Garden. This is a broad-based gardening, nutrition, and environmental education program that is integrated into the curriculum.
- Earthwise Society in partnership with Delta School District has created "Sustainable Resources for High Schools Series", an instructional program that provides educational options for high school students at different stages of their education.
- Growing Chefs is a project where chef volunteers are paired with elementary school classrooms (grades 1-3) to give students hands-on experience growing and cooking their own food. The demand for this program exceeds resources as there are 50 schools on the wait list.
- B.C. Chicken Growers' Association has a "Poultry in Motion" mobile small scale poultry barn that is featured at fairs, schools and agriculture events around the province. The display shows two life stages of broiler chickens.
- B.C. Dairy Foundation has developed a "Food for Us" kit for students (grades 2-3) to learn to classify foods into the four food groups and choose balanced meals and healthy snacks. The kit includes a teachers' guide with classroom activities, student workbooks and food group posters.
- Ministry of Education through Open School B.C., is developing grade 12 curriculum materials on agriculture.
- The Vancouver School Board created a Food Garden Process document that outlines the process of planning, designing, implementing, maintaining and sustaining school and daycare food gardens to ensure their success over the long term.

OTHER PROPOSED ACTIONS

- Develop school board policies and creative school programs, such as edible school gardens that will engage students and their families to increase the amount of fruits and vegetables consumed.
- Develop a speaker program for schools featuring dieticians, nutritionists, chefs, farmers and other agri-food and health professionals who can provide a holistic picture of the food system.
- Establish community service programs where secondary school students work on food security issues with community organizations.
- Implement a comprehensive nutrition policy in schools that will provide and promote nutritious food choices for school lunch programs and cafeterias.

- Introduce seasonal, local foods into home economics programs and culinary teaching kitchens in high schools.
- Train youth leaders to maintain school gardens during the summer months or use these gardens as a basis for summer camps.

Strategy 3.4 Celebrate the taste of local foods and the diversity of cuisines

EXAMPLES OF CURRENT ACTIONS

- Examples of festivals and events that promote local food in the region include the following: Vancouver's Powell Street Festival, North Vancouver's Party at the Pier, Flavours of Surrey Festival, Steveston's Salmon Festival, BowFeast on Bowen Island, and Langley's Eat Local Festival.
- Municipalities in the Fraser Valley have created the Circle Farm Tours which identify local specialty farm-gate vendors, open air markets, eateries, heritage sites and fairs through self-guided tours.
- FarmFolk City Folk has created a Get Local Metro Vancouver website that provides information on how to find and choose local foods.
- Slow Food Vancouver in partnership with others hosts Summer Cycle Tours that encourage people to visit farms in the Fraser Valley on their bikes. This provides opportunities for farmers to sell their products while increasing awareness of the variety of farm products available locally.
- Small Scale Food Processor's Association in partnership with Act Now B.C. has developed a B.C. Specialty Food Directory that helps chefs, restaurateurs, and specialty food retailers find B.C. food companies.
- Gordon Food Service has a Best of B.C. Food Program that lists B.C. Products and Farm & Artisan Dairies for restaurants that want to feature local foods.
- The 100 Mile Diet Society has developed a foodshed mapping interactive website allows people to explore their foodshed (defined as a 100-mile radius around Metro Vancouver) by identifying various sources of fruits, vegetables, animals and seafood.

OTHER PROPOSED ACTIONS

- Promote local food at community events throughout the growing season to highlight in-season produce and educate the public about the value of local food.
- Promote events that profile local foods and the multi-culture cuisine of Metro Vancouver in community arts and culture calendar.
- Explore the agriculture theme as the part of "Experience the Fraser" planning project to foster public awareness and appreciation of local foods.
- Feature seasonal local foods in groceries and supermarkets through signage and special events.
- Develop a regional brand and label for food produced in Metro Vancouver.
- Increase the outreach of buy local campaigns by targeting new immigrant audiences in their own languages.
- Review and update food safety standards for small business as current regulations are designed for large scale food operations and the "one size fits all" approach is having unintended effects of constraining small scale, community-building, food-focused events and activities that are critical to regional food sustainability.

Goal 4: Access to Healthy, Culturally Diverse and Affordable Food for Everybody

Strategy 4.1 Improve access to nutritious food among vulnerable groups

EXAMPLES OF CURRENT ACTIONS

- Vancouver Coastal Health has a variety of programs and initiatives addressing food access issues for low income and high nutritional risk clients, including Meals to You and food security networks which enable residents to take action on local food access issues including establishing community gardens and kitchens.
- The United Way of the Lower Mainland has a food security grant stream that provides funding to support community organizations' ability to improve access to food for vulnerable children and seniors.
- Fraser Valley Region Food Network have organized the Fraser Region Harvest Box program providing households in Aldergrove, Delta, Langley, Maple Ridge, Pitt Meadows, Surrey and White Rock the opportunity to buy fresh local produce at an affordable prices (when available).
- The Westside Food Security Collective in Vancouver has organized small farmers pocket markets in community facilities to help ensure that low income seniors have access to nutritious and fresh foods.
- Hollyburn North Shore Youth Safe House has a 550 square foot urban garden for youth living in the safe house and for homeless youth on the North Shore. Surplus produce is donated to the Harvest Project. The garden is supported by Vancouver Coastal Health, District of North Van and community volunteers.
- The Golden Ears Food Education and Action Strategy Table (FEAST) in partnership with the Family Education and Support Centre has developed Seniors Food for All, a resource guide listing affordable food and low cost meals. They also have other outreach initiatives to address senior food access issues.
- Greater Vancouver Food Bank Society with support from others hosts Fresh Choice Kitchens which brings people together to cook and learn leadership training, food preparation and handling skills, and teach people how to run a community kitchen.
- The Salvation Army provides a Cook Training Program for the unemployed. During the 20 week period the participants learn valuable skills, train for a career in the food service sector which can provide meaningful employment. Scholarship program needed to help fill the demand.
- Potluck Café & Catering with support from others runs the Potluck Café, a catering business and café that employs local residents and provides the community with healthy, affordable meals. Revenue is directly invested back into its five community social programs that are integrated into its daily operations.
- The Burnaby Food First Empty Bowls Project is a fundraising event with food prepared by Burnaby chefs. Patrons buy ceramic bowls created by Burnaby Potters as a reminder of the need to fill "Empty Bowls". Funds raised support numerous local community food projects.
- The Kla-how-eya Aboriginal Centre of the Surrey Aboriginal Cultural Society has a Culinary Arts Program Pre-apprentice Program for First Nations, Aboriginal, Metis and other low income clientele. The program teaches basic culinary techniques, uniquely integrated with traditional Aboriginal cooking methods, ingredients and practices. Prepares graduates for entry level food service careers or further education in the Chef Training program at Vancouver Community College.

- Downtown Eastside Neighbourhood House and their sister agencies have a Nutritional Outreach Healthy food and nutritional education program. This unique delivery models puts dignity back into food delivery and uses food to remind people of their deservedness by providing healthy food in welfare cheque line-ups and other outreach locations.
- Trout Lake Cedar Cottage Food Security Network Society provides pocket market coupons to participants who pay $8 up front for eight coupons. They exchange coupons for $12-$15 worth of fresh organic fruit and veggies at monthly pocket market. This is supported by B.C. Housing, Helping Spirit Lodge, and the Cedar Cottage Neighbourhood House.
- The Super Chefs Program recruits youth from low income households to participate in summer camps that focus on how to select and prepare foods for a nutritious diet.

OTHER PROPOSED ACTIONS

- Support the development of community food centres like Toronto's "The Stop". It is a place where community members share and learn skills, including growing and cooking fresh foods and how to advocate for improved access to good food.
- Build social capacity by funding community facilitators to help residents in underserved neighbourhoods to identify their food needs and improve their skills and ability to access nutritious food.
- Reinstate funding support for the B.C. Association of Farmers' Markets Nutrition and Coupon Program which provided vouchers to low income families with children for purchases at farmers markets.
- Develop guidelines for including community gardens, appropriate kitchen facilities and other programs that will improve food access and diets among households living in social housing.
- Evaluate how access to affordable food links to poverty reduction and other social determinants of health including education and social inclusion.

Strategy 4.2 Encourage urban agriculture

EXAMPLES OF CURRENT ACTIONS

- The EcoUrbia Network is building community farms on abandoned or underutilized tracts of land in the North Shore, hiring farmers to grow local organic food for sale and then using a portion of the proceeds to actively engage residents of the North Shore on food issues.
- The Union of B.C. Municipalities commissioned and distributed an extensive manual – called Dig It! – to support municipalities in the creation of community gardens. Many local municipalies are providing parcels of land for the creation of community gardens.
- The City of Vancouver is developing policies to expand healthy food access in underserved areas of the city and has established a Community Urban Agriculture Fund to support neighbourhood food security groups.
- Environmental Youth Alliance has developed the Community Nursery Program that trains at-risk high school students in plant propagation and greenhouse management. The vegetable seedlings are distributed to marginalized groups including the Strathcona Community Garden Association and the Greater Vancouver Food Banks.
- The Edible Garden Project has created "Growing Food Gardens" where volunteer gardeners cultivate gardens of people who have unused garden space and local residents who have gardens grow extra produce to make harvest donations to food charities.

- The City of Richmond has developed zoning that permits community gardens, rooftop farming, fruit trees and other edible landscapes in suitable urban locations.
- Fraserside Community Services has created the "Biggest Little Garden", a tiered garden box with trellis provided free of charge to New Westminster residents living in apartments or town homes to enables vegetable gardening for low income and mobility challenged residents. The program was so successful that group has developed a "social franchise" so that the produce could be sold and the profits go back into the program.
- Robert Lee Y.M.C.A. Intercultural Community has created a Gardens Project Community garden program on roof top of St. Paul's Hospital that provides a socially inclusive place for training in anti-racism, anti-homophobia, inclusive group governance, intercultural communication; organic food growing; sharing of cultural food traditions.
- Farmers on 57th Avenue in Vancouver, in conjunction with multiple groups created the Community Integrated Gardens, a fully accessible community garden with a therapeutic garden program for those with severe disabilities (assisted) or low incomes. Provides an alternative to food banks and encourages the consumption of fresh foods.
- Canadian Diabetes Association has created the Food Skills for Families, a hands-on six-session weekly cooking program uniquely designed to teach healthy eating, shopping and cooking skills to Aboriginals, new immigrant, Punjabi and low income families.
- The U.B.C. Farm in partnership with native groups enables "Traditional Indigenous Food Knowledge" by providing farm space, forest space, kitchen space and linking urban and rural aboriginal communities in shared learning space that celebrates traditional foods and supports indigenous food sovereignty.

OTHER PROPOSED ACTIONS

- Develop land use inventories of public lands, including parks, boulevards, right of ways, and rooftops that could be used for urban agriculture.
- Establish neighbourhood facilities for urban agriculture for storing shared tools and equipment for canning and dehydration.
- Develop and implement zoning that permits community gardens, rooftop farming, fruit trees and other edible landscapes in suitable urban locations.
- Create demonstration food gardens in parks.
- Create a regional network of community gardeners to provide support and a sharing of best practices and information.
- Involve ethnic and immigrant communities in the development of urban agriculture initiatives and food access programs to ensure that the foods they are familiar with are available.

Strategy 4.3 Enable non-profit organizations to rescue nutritious food

EXAMPLES OF CURRENT ACTIONS

- The Richmond Fruit Tree Sharing Project, Vancouver Fruit Tree Project, North Shore Fruit Tree Project and the Surrey Food Bank's Gleaning Project organize volunteers to harvest healthy produce from private residences, farms and trees on public lands to redistribute to charitable organizations.
- Quest Outreach Society hosts B.C.'s largest food exchange program. Using volunteers it collects quality food, including overstock, mislabelled, or near-expired products that would otherwise go to waste, and redistributes it to those in need. Over 300 social service agencies refer clients to their low cost shop.

- B.C. Food Processor Association's "Giving Back Program" rewards philanthropy in the food system. Members donate any surplus products and are formally acknowledged for encouraging food recovery and redistribution, and helping those in need through the Lookout Emergency Aid Society and Union Gospel Mission.

OTHER PROPOSED ACTIONS

- Address barriers related to food safety regulations and requirements that will enable the redistribution of safe, nutritious and edible foods.
- Initiate a program through an on-line bulletin board that links producers and community groups to field crops available for harvesting (or gleaning) for redistribution to charitable food organizations.
- Dispel perceptions about the liability associated with food donations by targeting education and awareness about food recovery to grocery stores, restaurants, hotels and other large food related events.

Goal 5: A Food System Consistent with Ecological Health

Strategy 5.1 Protect and enhance ecosystem goods and services

EXAMPLES OF CURRENT ACTIONS

- Simon Fraser University and the Ministry of Agriculture have investigated the public perspective on public amenity benefits and ecological goods provided by farmland.
- Environmental Youth Alliance has created habitat to maintain and expand native pollinator populations on urban and rural lands.
- The Delta Farmland and Wildlife Trust administers stewardship programs that share the cost of land management practices that contribute to soil and wildlife conservation.
- Earthwise Society and the Delta Chamber of Commerce have initiated "Feed the Bees", a campaign to raise awareness about decline of bee and pollinator populations and encourage home owners and businesses to grow plants that attract pollinators.

OTHER PROPOSED ACTIONS

- Encourage gardening practices that will maintain and expand native pollinator populations on both urban and rural lands.
- Develop a policy approach and programming to compensate farmers for the public ecological goods and services provided by farmland.
- Provide compensation to farmers for protecting environmentally sensitive areas and/or providing drainage services for urban communities.
- Develop management tools and programs that will support the sustainable harvesting of wild foods like honey, berries and mushrooms.

Strategy 5.2 Reduce waste in the food system

EXAMPLES OF CURRENT ACTIONS

- Municipalities throughout the region are establishing curbside collection of residential food waste for composting.
- Quest's Zero Waste project aims to reduce all food wastage to zero, not only by collecting and redistributing useable food, but by turning what is already spoiled or expired into compost or animal feed.

- Farm Folk/City Folk and iWasteNot Systems have created a website, Shared Harvest B.C., an online local food hub where farmers, retailers, fishers, restaurants, charities, schools, and community members source and list food and agricultural products for sale or donation. This service helps keep food out of the waste stream and enables 24 hour access for food recovery.
- Vancouver School Board is testing Earth Tub Composting, a mid-scale composting system set up at three Vancouver high schools. These automated composters will process food waste and can be integrated with existing gardening/food programs. The test sites include Windermere, David Thompson and Grandview schools.
- North Shore Recycling has a composting program uniquely designed for areas frequented by bears. The program includes workshops, backyard garden parties, brochure, web support and community outreach and is done in partnership with the North Shore Black Bear Society and Bear Aware.
- North Shore Recycling and Metro Vancouver has developed Zero Waste Stations with up to 10 collection frames and accompanying signage are available on loan to residents for small community events.
- City Farmer hosts a Compost Hotline, a regional service that answers questions on composting and waterwise gardening. City Farmer also runs the Vancouver Compost Demonstration Garden interacting with approximately 16,000 people a year, including school children, seniors and the disabled.
- Metro Vancouver has a Smart Step program that provides information, technical assistance and waste assessments to help businesses identify actions that can reduce their waste materials and energy costs.

OTHER PROPOSED ACTIONS

- Communicate to restaurants and food service establishment their limited liability when customers use their own containers to take away food.
- Define packaging that is biodegradable and suitable for composting in backyards to reduce the amount of food containers that end up in the municipal collections system.
- Provide information to consumers about food date labels (for instance, best before, sell by) to prevent confusion resulting in edible food being thrown out in the garbage.
- Develop a best practices tool kit for event organizers to implement waste minimization and recycling at community festivals, sporting events, conferences and trade shows.

Strategy 5.3 Facilitate adoption of environmentally sustainable practices

EXAMPLES OF CURRENT ACTIONS

- Metro Vancouver has initiated a joint water-use planning process for the Capilano and Seymour watersheds that will explicitly consider water flows required for fish stocks.
- The B.C. Agriculture Council works with local farmers to complete Environmental Farm Plans and implement improvements with funding assistance from the federal and provincial governments.
- B.C. Hydro is assisting food businesses to develop a customized sustainable energy management plan by providing expertise on potential energy savings.
- The Land and Food Systems Faculty at U.B.C. teaches agro-ecology food production practices that enhances natural ecosystems and reduces reliance on fossil fuel inputs.
- Langley Environmental Partners operates an Agricultural Stewardship Program that provides support to agricultural landowners on best practises, stream livestock, manure management and invasive weed control. The program targets equestrian and small farmers that do not qualify for the Environmental Farm Program.
- Swift Aquaculture has developed a land-based Coho salmon farm. The waste solids and waste water are used to fertilizer crops and produce algae that are used as a source of feed. This operation produces around 3,000 salmon a year and it is one of only two salmon stocks in Canada to be health certified by the Fisheries and Oceans Canada.
- The Land Conservancy of B.C. recognizes leading farmers and ranchers through their Conservation Partners label for farm products and the farm gate. Those awarded the label are recognized to protect, enhance or restore natural systems, including pollinator habitats, grasslands and riparian areas. Participating farms include: Glen Valley Organic Farm, Hazelmere Organic Farm, Helmers' Organic Farm Nicomekl Community Organic Farm, Langley Township, U.B.C. Farm, and Westham Island Apiary.
- The Green Table Network promotes Sustainability Solutions for Food Service by aligning the food industry with a set of green principles that cover solid waste, water and energy conservation, pollution prevention, and more earth friendly purchasing. The service is one to one, on-site, customized, collaborative process and tailored for specific business.
- Canadian Cancer Society B.C./Yukon with support from eight B.C. medical and health organizations are calling on the provincial government to enact province-wide legislation banning the sale and use of cosmetic pesticides. Numerous Canadian communities have already successfully supported the ban through local bylaws.

OTHER PROPOSED ACTIONS

- Revisit the business case for recapturing phosphorous from sewage treatment systems and evaluate as a nutrient source for food production.
- Promote energy recovery and lower greenhouse gas emissions through guidelines, pilot projects and incentives for food production and processing businesses.
- Promote water conservation practices and new efficiency technologies throughout the food sector.
- Expand agricultural extension and education programs that provide information on how waste management, soil conservation, and environmental protection can support farm viability.

Strategy 5.4 Prepare for the impacts of climate change

EXAMPLES OF CURRENT ACTIONS

- B.C. Agriculture Council has created the Climate Action Initiative to identify climate change mitigation and adaptation projects for the agriculture through the B.C. Agriculture and Food Climate Action Plan.
- B.C. Food Processor Association and B.C. Hydro Power Smart developed the Energy Manager Program where processing facilities are assigned fully funded energy managers to show them how to cut costs through smart energy management, streamlined procedures, and technology upgrades.

OTHER PROPOSED ACTIONS

- Conduct applied research through test plots and variety field trials on new crop varieties that are resilient to changing climate conditions.
- Create seed banks to provide farmers with a diversity of seeds to choose from including heritage strains.
- Develop quantification protocols to measure carbon sequestration on agricultural lands and certification standards.
- Identify production and business practices that would increase the resiliency of local agriculture and fisheries to climate change.

APPENDIX B: Agencies and Organizations Contributing to the Region's Food System (Partial List)

100 Mile Diet Society

Agriculture and Agri-Food Canada

Agriculture in the Classroom Foundation

Agricultural Land Commission

Aids Vancouver

Barnston Island Conservation Society

Bowen Agricultural Alliance

Bowen Island Municipality

BC Agriculture Council

BC Agriculture Tourism Alliance

BC Association of Farmers Markets

BC Chicken Growers Association

BC Cooperative Association

BC Dairy Foundation

BC Dieticians & Nutritionists Association

BC Food Processors Association

BC Food Protection Association

BC Food Security Network

BC Farm Animal Care Council

BC Farmers Markets Association

BC Greenhouse Growers Association

BC Hydro

BC Institute of Technology

BC Milk Producers

BC Recycling Council

BC Restaurant and Food Services Association

BC Vegetable Marketing Commission

BC Young Farmers

Burnaby Food First Network

Canadian Agri-Food Policy Institute

Canadian Cancer Society BC/Yukon

Canadian Centre for Policy Alternatives

Canadian Council of Grocery Distributors

Canadian Diabetes Association

Canadian Food Inspection Agency

Canadian Federation of Agriculture

Canadian Federation of Independent Grocers

CEED Centre

Centre for Sustainable Food System at UBC Farm

Certified Organic Associations of BC

Chefs Table Society of British Columbia

City of Abbotsford

City Farmer

City of Burnaby

City of Coquitlam

City of Langley

City of New Westminster

City of North Vancouver

City of Pitt Meadows

City of Port Coquitlam

City of Port Moody

City of Richmond

City of Surrey

City of Vancouver

City of White Rock

Colony Farm Community Gardens

Community Nutritionists Council of BC

Corporation of Delta

Coquitlam Farmers Market Society

David Suzuki Foundation

Delta Chamber of Commerce

Delta Farmland and Wildlife Trust

Delta Food Coalition

District of Maple Ridge

District of North Vancouver

District of West Vancouver

Downtown Eastside Neighbourhood House

Earthwise Society

Edible Garden Project

Electoral Area A (unincorporated area)

Environmental Youth Alliance

Evergreen

Family Services of Greater Vancouver

Farm Credit Corporation

Farm Industry Review Board

FarmFolk/City Folk

Food For Families Food Bank

Fraser Basin Council

Fraser Health Authority

Fraser Region Food Network

Fraserside Community Services

Fraser Valley Farm Direct Marketing Association

Fraser Valley Regional Distict

Garden City Lands Coalition

Golden Ears Food Education

Grandview School

Greater Vancouver Food Bank

Growing Chefs

Health Canada

Hollyburn North Shore Youth Safe House

Investment Agriculture Foundation of BC

Kla-how-eya Aboriginal Centre of SACS

Kwantlen Polytechnic University, Institute for Sustainable Horticulture

Kwikwetlem First Nation

Langley Environmental Partners

Langley Food Action Coalition

Langley Sustainable Agriculture Foundation

Living Oceans Society

Local Food First

Local Food Plus

Lookout Emergency Aid Society

Lower Mainland Independent Grocers Association

Maple Ridge/Pitt Meadows/Katzie Community Network

Ministry of Agriculture

Ministry of Children and Family Development

Ministry of Community, Sport & Cultural Development

Ministry of Environment

Ministry of Education

Ministry of Health Services

Metro Vancouver

New Westminster Community Food Action Committee

North Shore Fruit Tree Project

North Shore Neighbourhood House, City of North Vancouver

North Shore Recycling

Pacific Agriculture Research Centre

Pacific Institute of Culinary Arts

Pacific Streamkeepers Federation

Potluck Café & Catering

Provincial Health Services Authority

Public Health Agency of Canada

Public Health Association of British Columbia

Quest Outreach Society

Reach Community Health Centre

Real Estate Foundation

Richmond Food Security Society

Richmond Fruit Tree Sharing Project

Robert Lee YMCA Intercultural Community

Sapperton Fish & Game Club

Sierra Club British Columbia

SFU Centre for Dialogue

SFU Centre for Sustainable Community Development

SFU Local Food Project

Slow Food Vancouver

Small Scale Food Processor Association

Smart Growth BC

Social Planning and Research Council of BC

Surrey Environmental Partners

Surrey Food Bank

Surrey Urban Farmers Market

Surrey/Whiterock Food Action Coalition

The 100 Mile Diet Society

The EcoUrbia Network

The Green Table Network

The Land Conservancy of BC

The Salvation Army

The Super Chefs Program

The United Way

Trinity Western University

Township of Langley

Trout Lake Cedar Cottage Food Security Network Society

Tsawwassen First Nation

Union Gospel Mission

United We Can

United Way of the Lower Mainland

UBC Faculty of Land & Food Systems

Union of British Columbia Municipalities

Van City Community Foundation

Vancouver Aquarium

Vancouver Community Agriculture Network

Vancouver Community College

Vancouver Economic Development Commission

Vancouver Coastal Health Authority

Vancouver Farmers Markets

Vancouver Food Policy Council

Vancouver Foundation

Vancouver Fruit Tree Project

Vancouver School Board

Village of Anmore

Village of Belcarra

Village of Lions Bay

Village Vancouver

Westside Food Security Collective

Zero Waste Vancouver

City of Richmond

Report to Committee

To:	Parks, Recreation and Cultural Services Committee	**Date:**	November 8, 2016
From:	Mike Redpath Senior Manager, Parks	**File:**	11-7200-01/2016-Vol 01
Re:	**Richmond School Board – School Closure Process**		

Staff Recommendation

That a letter be sent to the British Columbia Premier, the British Columbia Minister of Education, and the Richmond Members of the Legislative Assembly, in support of School District No. 38 (Richmond)'s request for seismic remediation funding for all schools in Richmond in need of seismic upgrades to ensure the long-term safety of students and school staff, as detailed in the staff report titled "Richmond School Board – School Closure Process," dated November 8, 2016, from the Senior Manager, Parks.

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

Att. 4

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

Staff Report

Origin

At the October 11, 2016, Special General Purposes Committee meeting, staff received the following referral:

> *That the matter of the Richmond School Board – School Closures be referred to staff for comments, analysis, and report back as appropriate.*

Shortly thereafter, the City received a letter dated October 24, 2016, (Attachment 1) from Debbie Tablotney, Chairperson of the Board of Education of School District No. 38 (Richmond) (SD38), requesting support from City Council in its appeal to the British Columbia Ministry of Education for seismic remediation funding for all schools in Richmond.

The purpose of this report is, in response to the aforementioned referral and letter, to present an update on the SD38 school closure process and to respond to SD38's request for support.

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.*
>
> *2.1. Strong neighbourhoods.*

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.*
>
> *5.1. Advancement of City priorities through strong intergovernmental relationships.*

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

> *Continue diligence towards the development of infrastructure networks that are safe, sustainable, and address the challenges associated with aging systems, population growth, and environmental impact.*
>
> *6.1. Safe and sustainable infrastructure.*
>
> *6.2. Infrastructure is reflective of and keeping pace with community need.*

Analysis

Shared Stewardship and Joint Use of Community Assets

Schools and their surrounding parks have long served as the cornerstone of each neighbourhood community. Currently, Richmond features an aggregate of 1,695 acres of dedicated parkland, comprised of 121 parks, 100 sport fields and over 50 km of trails. Approximately 22% of this land (373 acres) is owned by SD38. Over the past three decades, the City and SD38 have shared responsibilities for the stewardship of school parks. These green spaces serve as critical components of the City's parks and open space system and play a vital role in the promotion of physical literacy in not only Richmond students, but local residents of all ages.

In consideration for the City's maintenance of school grounds, SD38 provides over 16,000 hours of after-hours access to school gyms and multipurpose rooms each year for community use. After-hours usage ranges from sports such as hockey, soccer, badminton and Special Olympics to youth development programs such as Girl Guides and Air Cadets. In addition to capitalizing on each party's assets and expertise for utility efficiencies, this reciprocal arrangement allows the City to provide additional community programming to an ever growing population that would otherwise exceed its existing infrastructure capacity.

Fiscal Challenges of School District No. 38 (Richmond)

Due to decreasing enrolment, shifting demographics in multiple neighbourhoods, administrative budget cuts and rising expenses, SD38 faces the continual challenge of balancing a budget while minimizing impact to its delivery of educational services.

Seismic Mitigation Program

As of October 2016, the Province of British Columbia has spent $1.2 billion to remediate 160 high-risk schools as part of its Seismic Mitigation Program. Although an additional $560 million has been allocated for seismic projects in the Province's three-year capital plan, there are still 42 high-risk schools being assessed in the business case development stage (three of which are located in Richmond) and 118 high-risk schools yet to be addressed (22 of which are located in Richmond) (Attachment 2). Staff have been working with SD38 staff, who are in the process of preparing a Project Definition Report to ameliorate seismic risk by advocating for the eventual replacement of William Cook Elementary in Richmond's City Centre. As the aggregate site is a joint City/SD38 property, this will be the subject of a future report.

School Closure Process

In July 2015, SD38 initiated a public consultation process to examine operational efficiencies, underutilization impacts and seismic conditions at local schools. The objective of the project was to move SD38 schools towards a 95% capacity utilization rate (current and forecasted), which the Ministry of Education used as a guideline in its evaluation of business cases for both new school space and seismic mitigation funding.

Based on the findings from multiple surveys, online forums and open houses, 16 of 48 Richmond schools were identified as possible closure options. Following a consultation process with the shortlisted schools, the Superintendent of Schools released a report to the Board of Education on September 19, 2016, recommending that Alfred B. Dixon Elementary, Donald E. McKay Elementary and Daniel Woodward Elementary, depicted in the enclosed aerial maps (Attachment 3), be considered for closure effective July 1, 2017.

On September 21, 2016, the Ministry of Education issued a press release clarifying, and subsequently removing, the 95% capacity utilization target, which was only a district-wide goal in connection with seismic upgrades for School District No. 39 (Vancouver) under a signed August 20, 2014, memorandum of understanding with the Province.

From September 26 to 28, 2016, SD38 held three town hall style meetings at each of the schools being considered for closure and a regular board meeting on October 3, 2016, to allow the public to voice their concerns. Shortly thereafter, a joint letter from Linda Reid, Speaker of the Legislative Assembly for British Columbia and Member of the Legislative Assembly (MLA) for Richmond East, Teresa Wat, MLA for Richmond Centre, and John Yap, MLA for Richmond-Steveston, was published in the October 5, 2016, edition of the Richmond News newspaper (Attachment 4) indicating that the Province had allocated an additional $560 million for high-risk seismic projects and that all high-risk schools would be upgraded or replaced.

Termination of School Closure Process and Request for Letter of Support

Although the Board of Education was originally scheduled to vote on school closures on October 17, 2016, due to overwhelming public feedback, a special public meeting was held on October 11, 2016, whereby the Board of Education unanimously elected to terminate the school closure process.

As detailed in Attachment 1, the Board also passed the following resolution:

> *"WHEREAS the Board of Education (Richmond) believes that the safety of the students in our district is of paramount importance;*
>
> *AND WHEREAS we believe that schools are the centre of our community;*
>
> *BE IT RESOLVED THAT the Board of Education (Richmond) write to the Mayor and City Council of Richmond asking for their comments and support in asking the Ministry for funding for the seismic remediation of all schools in Richmond.*
>
> *CARRIED"*

The Board announced that the projected budget shortfall for its 2016/2017 fiscal year would be covered by SD38's accumulated operating surplus while it developed a plan to address its ongoing operating deficit.

The City and SD38 continue to coordinate efforts to promote the educational, emotional and physical literacy of Richmond students, while ensuring their safety. As such, staff recommend that Richmond City Council send a letter to the British Columbia Premier, the British Columbia Minister of Education, and the Richmond MLAs, in support of SD38's request for seismic remediation funding for all schools in Richmond in need of seismic upgrades to ensure the long-term safety of students and school staff.

Financial Impact

None.

Conclusion

As cities grow in both size and density, the role of school grounds and neighbourhood parks as safe havens for opportunities to learn, play and connect, becomes increasingly vital to the development and sustainability of local communities. The City will continue to work with SD38 to ensure that school facilities, playgrounds and neighbourhood green spaces are well maintained, safe and accessible for the benefit and enjoyment of all Richmond residents.

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

Beayue Louie
Park Planner
(604-244-1293)

Att. 1: Letter request to Mayor Malcolm Brodie and City Council, dated October 24, 2016, from Debbie Tablotney, Chairperson of the Board of Education of School District No. 38 (Richmond)
2: Progress Report – Seismic Mitigation Program (October 2016) Ministry of Education (British Columbia)
3: Aerial maps of Dixon Elementary, McKay Elementary and Woodward Elementary
4: "Letter: School safety is paramount, says Richmond MLAs", dated October 5, 2016, Richmond News

RICHMOND
SCHOOL DISTRICT NO.38

School District No. 38 (Richmond)
7811 Granville Avenue, Richmond, BC V6Y 3E3
Tel: (604) 668-6000 Fax: (604) 233-0150

October 24, 2016

Mayor Malcolm Brodie and City Council
City of Richmond
6911 No. 3 Road
Richmond, BC
V6Y 2C1

Dear Mayor Brodie and Councillors:

On October 11, 2016 the Board of Education held a Special Meeting during which the current school closure process was terminated. At that meeting, the Board passed the following motion:

237/2016

> ***WHEREAS*** *the Board of Education (Richmond) believes that the safety of the students in our district is of paramount importance;*
>
> ***AND WHEREAS*** *we believe that schools are the centre of our community;*
>
> ***BE IT RESOLVED THAT*** *the Board of Education (Richmond) write to the Mayor and City Council of Richmond asking for their comments and support in asking the Ministry for funding for the seismic remediation of all schools in Richmond.*
>
> *CARRIED*

There are 25 schools in Richmond that have been rated as high seismic risk. Many of these facilities also have community uses, and so we urge Council and the entire community to join us in advocating to the Ministry of Education for funding of the seismic remediation of schools in Richmond.

Sincerely,

Mrs. Debbie Tablotney, Chairperson
On Behalf of the Board of Education (Richmond)

cc Richmond Board of Education
Superintendent of Schools
Richmond MLAs

Board of Education:
Debbie Tablotney - Chairperson
Donna Sargent – Vice Chairperson
Ken Hamaguchi Jonathan Ho Sandra Nixon
Eric Yung Alice Wong

PROGRESS REPORT - SEISMIC MITIGATION PROGRAM

Oct-16

SUMMARY

160 Schools Completed
16 Under Construction
6 Proceeding to Construction
42 In Business Case Development Stage
224 PROJECTS COMPLETED OR IN PROGRESS

118 Remaining Schools to be Addressed in the Seismic Mitigation Program
342 TOTAL PROJECTS IN THE SEISMIC MITIGATION PROGRAM

160 SCHOOLS COMPLETED

#	SD#	SCHOOL DISTRICT	SCHOOL
1	33	Chilliwack	Rosedale Elementary
2	33	Chilliwack	Chilliwack Central Community Elementary
3	33	Chilliwack	Yarrow Community School
4	33	Chilliwack	Rosedale Middle
5	33	Chilliwack	Chilliwack Secondary
6	34	Abbotsford	Abbotsford Senior Secondary
7	34	Abbotsford	Aberdeen Elementary
8	34	Abbotsford	Jackson Elementary
9	34	Abbotsford	Yale Secondary
10	34	Abbotsford	W J Mouat Secondary
11	34	Abbotsford	William A. Fraser Elementary
12	35	Langley	Fort Langley Elementary
13	35	Langley	Belmont Elementary
14	35	Langley	Peterson Road Elementary
15	35	Langley	Langley Fine Arts School
16	36	Surrey	Colebrook Elementary
17	36	Surrey	Clayton Elementary
18	36	Surrey	East Kensington Elementary
19	36	Surrey	Halls Prairie Elementary
20	36	Surrey	Sullivan Elementary
21	36	Surrey	J T Brown Elementary
22	36	Surrey	Dr F D Sinclair Elementary
23	36	Surrey	Sunnyside Elementary
24	36	Surrey	K B Woodward Elementary
25	36	Surrey	Green Timbers Elementary
26	36	Surrey	Guildford Park Secondary
27	36	Surrey	Mountainview Montessori
28	36	Surrey	A H P Matthew Elementary
29	36	Surrey	T E Scott Elementary
30	36	Surrey	Senator Reid Elementary
31	36	Surrey	Mcleod Road Elementary
32	36	Surrey	Surrey Traditional
33	36	Surrey	Ellendale Elementary
34	36	Surrey	Frank Hurt Secondary
35	36	Surrey	Kennedy Trail Elementary
36	36	Surrey	Discovery Elementary

37	37	Delta	Sunshine Hills Elementary
38	37	Delta	Devon Gardens Elementary
39	37	Delta	Delview Jr Secondary
40	37	Delta	Port Guichon Elementary
41	37	Delta	Burnsview Jr Secondary
42	37	Delta	South Delta Secondary
43	37	Delta	Pinewood Elementary
44	38	Richmond	Garden City Elementary
45	38	Richmond	Steveston Secondary
46	38	Richmond	Samuel Brighouse Elementary
47	39	Vancouver	Vancouver Technical Secondary
48	39	Vancouver	University Hill Secondary
49	39	Vancouver	Kerrisdale Elementary
50	39	Vancouver	Simon Fraser Elementary
51	39	Vancouver	Sir Richard Mcbride Elementary
52	39	Vancouver	Laura Secord Elementary
53	39	Vancouver	Walter Moberly Elementary
54	39	Vancouver	Charles Dickens Elementary
55	39	Vancouver	John Norquay Elementary
56	39	Vancouver	Sir James Douglas Elementary
57	39	Vancouver	Lord Kitchener Elementary
58	39	Vancouver	Trafalgar Elementary
59	39	Vancouver	Sir Wilfrid Laurier Elementary
60	39	Vancouver	Captain James Cook Elementary
61	39	Vancouver	General Brock Annex
62	39	Vancouver	Sir James Douglas Annex
63	39	Vancouver	Sir Wilfrid Laurier Annex
64	39	Vancouver	Britannia Community Elementary
65	39	Vancouver	Ecole Jules Quesnel Elementary
66	39	Vancouver	J.W. Sexsmith Community Elementary
67	39	Vancouver	General Gordon Elementary
68	40	New Westminster	Qayqayt Elementary (formerly John Robson Elementary)
69	41	Burnaby	Burnaby Central Secondary
70	41	Burnaby	Cariboo Hill Secondary
71	41	Burnaby	Edmonds Community
72	41	Burnaby	Brantford Elementary
73	41	Burnaby	Capitol Hill Elementary
74	41	Burnaby	Chaffey-Burke Elementary
75	41	Burnaby	Douglas Road Elementary
76	41	Burnaby	Gilmore Community Elementary
77	42	Maple Ridge / Pitt Meadows	Garibaldi Secondary
78	43	Coquitlam	Anmore Elementary
79	43	Coquitlam	Baker Drive Elementary
80	43	Coquitlam	Eagle Ridge Elementary
81	43	Coquitlam	R C Macdonald Elementary
82	43	Coquitlam	James Park Elementary
83	43	Coquitlam	Lord Baden-Powell Elementary
84	43	Coquitlam	Meadowbrook Elementary
85	43	Coquitlam	Miller Park Community School
86	43	Coquitlam	Parkland Elementary
87	43	Coquitlam	Porter Street Elementary
88	43	Coquitlam	Ranch Park Elementary

89	43	Coquitlam	Rochester Elementary
90	43	Coquitlam	Roy Stibbs Elementary
91	43	Coquitlam	Seaview Community School
92	43	Coquitlam	Westwood Elementary
93	43	Coquitlam	Maillard Middle
94	43	Coquitlam	Pitt River Middle
95	43	Coquitlam	Pleasantside Elementary
96	44	North Vancouver	Ridgeway Elementary
97	44	North Vancouver	Queen Mary Elementary
98	44	North Vancouver	Westview Elementary
99	44	North Vancouver	Highlands Elementary
100	44	North Vancouver	Canyon Heights Elementary
101	44	North Vancouver	Carisbrooke Elementary
102	44	North Vancouver	Carson Graham Secondary
103	45	West Vancouver	West Vancouver Secondary
104	46	Sunshine Coast	Gibsons Elementary
105	46	Sunshine Coast	Madeira Park Elementary
106	47	Powell River	Westview Elementary (formerly Grief Point)
107	47	Powell River	Henderson Elementary
108	48	Sea to Sky	Myrtle Philip Community School
109	50	Haida Gwaii	Port Clements Elementary
110	61	Greater Victoria	Victoria West Elementary
111	61	Greater Victoria	George Jay Elementary
112	61	Greater Victoria	Margaret Jenkins Elementary
113	61	Greater Victoria	Monterey Middle
114	61	Greater Victoria	Quadra Elementary
115	61	Greater Victoria	Tillicum Elementary
116	61	Greater Victoria	Willows Elementary
117	61	Greater Victoria	Mckenzie Elementary
118	61	Greater Victoria	Doncaster Elementary
119	61	Greater Victoria	James Bay Community
120	61	Greater Victoria	Central Middle
121	61	Greater Victoria	Lansdowne Middle
122	61	Greater Victoria	Gordon Head Middle
123	61	Greater Victoria	Mount Douglas Secondary
124	61	Greater Victoria	Cloverdale Elementary
125	62	Sooke	Happy Valley Elementary
126	62	Sooke	Sangster Elementary
127	62	Sooke	Belmont Secondary
128	62	Sooke	Spencer Middle
129	62	Sooke	Dunsmuir Middle
130	63	Saanich	Cordova Bay Elementary
131	63	Saanich	Lochside Elementary
132	63	Saanich	Parkland Secondary
133	63	Saanich	Deep Cove Elementary
134	63	Saanich	Prospect Lake Elementary
135	63	Saanich	Stelly'S Secondary
136	63	Saanich	Claremont Secondary
137	63	Saanich	North Saanich Middle
138	64	Gulf Islands	Salt Spring Island Middle
139	68	Nanaimo-Ladysmith	Wellington Secondary
140	68	Nanaimo-Ladysmith	Pauline Haarer Elementary

141	69	Qualicum	Parksville Elementary
142	70	Alberni	Alberni District Secondary
143	70	Alberni	Maquinna Elementary
144	71	Comox Valley	Highland Secondary
145	71	Comox Valley	Ecole Robb Road
146	72	Campbell River	Carihi Secondary
147	72	Campbell River	Ecole Phoenix Middle
148	72	Campbell River	Southgate Middle
149	72	Campbell River	Ecole Des Deux Mondes Elementary
150	72	Campbell River	Pinecrest Elementary
151	72	Campbell River	Willow Point Elementary
152	78	Fraser-Cascade	Hope Secondary
153	78	Fraser-Cascade	C E Barry Intermediate
154	79	Cowichan Valley	Crofton Elementary
155	79	Cowichan Valley	Drinkwater Elementary
156	79	Cowichan Valley	Lake Cowichan Secondary
157	84	Vancouver Island West	Gold River Secondary
158	84	Vancouver Island West	Zeballos Elementary-Secondary
159	85	Vancouver Island North	Eagle View Elementary
160	93	Conseil Scolaire Francophone	Ecole Rose-Des-Vents

16 UNDER CONSTRUCTION			
#	SD#	SCHOOL DISTRICT	SCHOOL
1	37	Delta	Delta Secondary
2	39	Vancouver	Kitsilano Secondary
3	39	Vancouver	Lord Strathcona Community Elementary
4	39	Vancouver	Queen Mary Elementary
5	39	Vancouver	L'Ecole Bilingue Elementary
6	39	Vancouver	Lord Nelson Elementary
7	40	New Westminster	F W Howay Elementary
8	41	Burnaby	Alpha Secondary
9	41	Burnaby	Montecito Elementary
10	43	Coquitlam	Centennial Secondary
11	43	Coquitlam	Moody Middle
12	43	Coquitlam	Banting Middle
13	44	North Vancouver	Windsor Secondary
14	71	Comox Valley	Georges P. Vanier Secondary
15	93	Conseil Scolaire Francophone	École Des Pionniers
16	93	Conseil Scolaire Francophone	École Cote Du Soleil

6 PROCEEDING TO CONSTRUCTION			
#	SD#	SCHOOL DISTRICT	SCHOOL
1	35	Langley	Langley Secondary (LSS)
2	39	Vancouver	Sir Charles Kingsford-Smith Elementary
3	39	Vancouver	Dr. Annie B. Jamieson Elementary
4	39	Vancouver	Sir Sandford Fleming Elementary
5	44	North Vancouver	Argyle Secondary
6	72	Campbell River	Cortes Island Elementary Junior Secondary

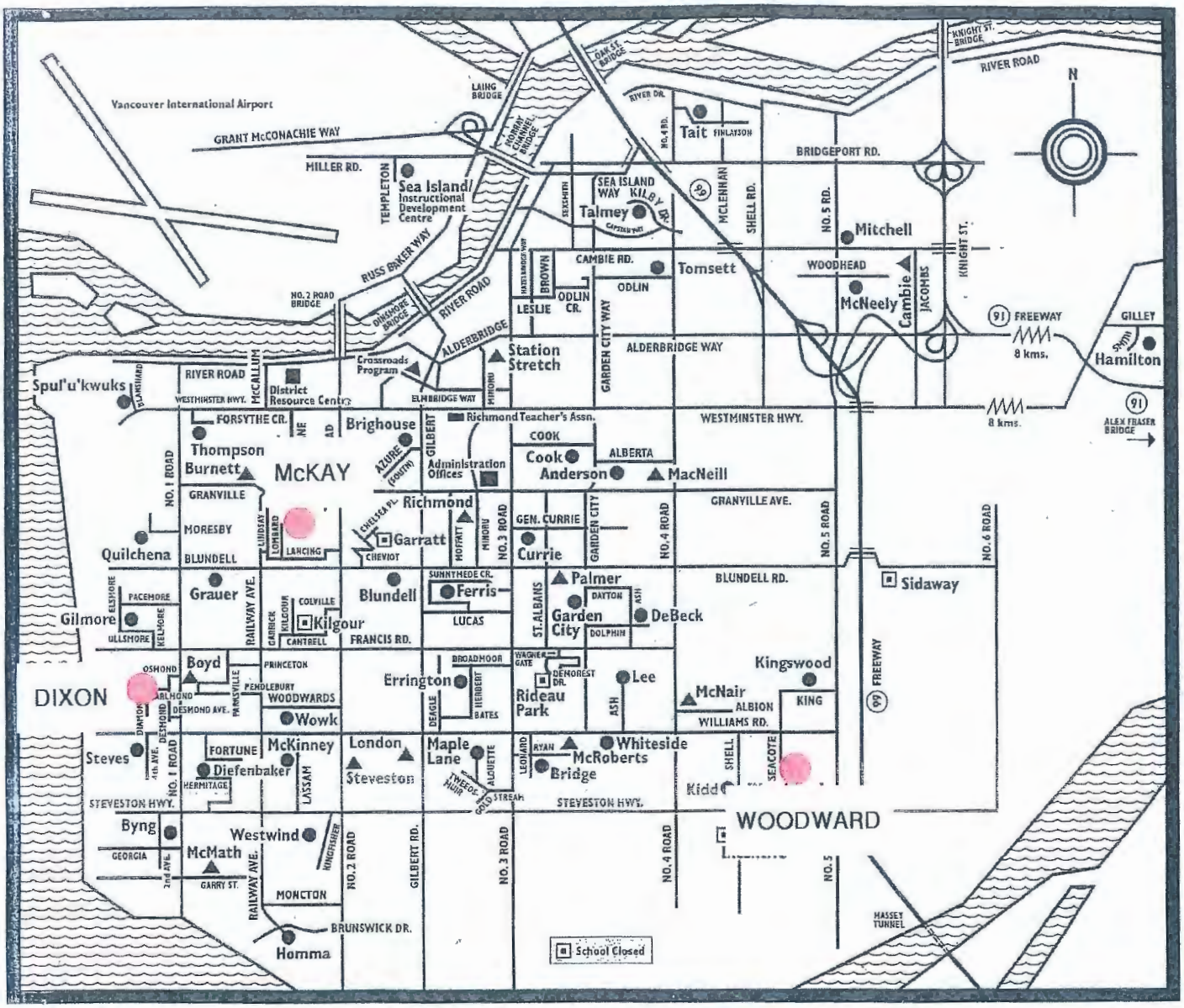
42 IN BUSINESS CASE DEVELOPMENT STAGE			
#	SD#	SCHOOL DISTRICT	SCHOOL
1	34	Abbotsford	Abbotsford Traditional Secondary
2	38	Richmond	William Cook Elementary
3	38	Richmond	James Gilmore Elementary
4	38	Richmond	Hugh Boyd Secondary
5	39	Vancouver	Henry Hudson Elementary
6	39	Vancouver	David Livingstone Elementary
7	39	Vancouver	John Oliver Secondary
8	39	Vancouver	Templeton Secondary
9	39	Vancouver	Point Grey Secondary
10	39	Vancouver	Killarney Secondary
11	39	Vancouver	David Thompson Secondary
12	39	Vancouver	Prince Of Wales Secondary
13	39	Vancouver	Eric Hamber Secondary
14	39	Vancouver	Sir Guy Carleton Community Elementary
15	39	Vancouver	David Lloyd George Elementary
16	39	Vancouver	General Wolfe Elementary
17	39	Vancouver	Lord Tennyson Elementary
18	39	Vancouver	Sir Wilfred Grenfell Community
19	39	Vancouver	Bayview Community Elementary
20	39	Vancouver	Edith Cavell Elementary
21	39	Vancouver	Sir Matthew Begbie Elementary
22	39	Vancouver	Maple Grove Elementary
23	39	Vancouver	Renfrew Community Elementary
24	39	Vancouver	Sir Alexander MacKenzie Elem.
25	39	Vancouver	Waverley Elementary
26	39	Vancouver	Dr. George M. Weir Elementary
27	40	New Westminster	Richard Mcbride Elementary
28	40	New Westminster	Lord Tweedsmuir Elementary
29	41	Burnaby	Burnaby North Secondary
30	41	Burnaby	Stride Avenue Community School
31	42	Maple Ridge / Pitt Meadows	Fairview Elementary
32	42	Maple Ridge / Pitt Meadows	Westview Secondary
33	43	Coquitlam	Moody Elementary
34	43	Coquitlam	Irvine Elementary
35	43	Coquitlam	Montgomery Middle
36	43	Coquitlam	Minnekhada Middle
37	44	North Vancouver	Handsworth Secondary
38	61	Greater Victoria	Victoria High
39	61	Greater Victoria	Cedar Hill Jr. Secondary
40	61	Greater Victoria	Shoreline Community Middle
41	61	Greater Victoria	Reynolds Secondary
42	62	Sooke	Ruth King Elementary

118 REMAINING SCHOOLS TO BE ADDRESSED IN THE SEISMIC MITIGATION PROGRAM			
#	SD#	SCHOOL DISTRICT	SCHOOL
1	34	Abbotsford	King Traditional Elementary
2	35	Langley	Mountain Secondary
3	35	Langley	Langley Fundamental Elementary
4	35	Langley	Apex Secondary (formerly Otter Elementary)

5	35	Langley	H D Stafford Secondary
6	35	Langley	D W Poppy Secondary
7	35	Langley	Brookswood Secondary
8	35	Langley	Shortreed Community Elementary
9	36	Surrey	Mary Jane Shannon Elementary
10	36	Surrey	Bear Creek Elementary
11	36	Surrey	Queen Elizabeth Secondary
12	36	Surrey	Prince Charles Elementary
13	36	Surrey	David Brankin Elementary
14	36	Surrey	Holly Elementary
15	36	Surrey	George Greenaway Elementary
15	37	Delta	Gibson Elementary
17	38	Richmond	R M Grauer Elementary
18	38	Richmond	Sea Island Elementary
19	38	Richmond	James Thompson Elementary
20	38	Richmond	Blundell Elementary
21	38	Richmond	James Whiteside Elementary
22	38	Richmond	Walter Lee Elementary
23	38	Richmond	Daniel Woodward Elementary
24	38	Richmond	Manoah Steves Elementary
25	38	Richmond	William Bridge Elementary
26	38	Richmond	Maple Lane Elementary
27	38	Richmond	Quilchena Elementary
28	38	Richmond	Mitchell Elementary
29	38	Richmond	Alfred B Dixon Elementary
30	38	Richmond	John T Errington Elementary
31	38	Richmond	Tomsett Elementary
32	38	Richmond	W D Ferris Elementary
33	38	Richmond	Donald E Mckay Elementary
34	38	Richmond	École des Navigateurs (Kilgour)
35	38	Richmond	Robert J Tait Elementary
36	38	Richmond	James Mckinney Elementary
37	38	Richmond	Westwind Elementary
38	38	Richmond	John G Diefenbaker Elementary
39	39	Vancouver	King George Secondary
40	39	Vancouver	Britannia Community Secondary
41	39	Vancouver	Gladstone Secondary
42	39	Vancouver	Sir Winston Churchill Secondary
43	39	Vancouver	Windermere Community Secondary
44	39	Vancouver	Admiral Seymour Elementary
45	39	Vancouver	Sir William MacDonald Elementary
46	39	Vancouver	Queen Alexandra Elementary
47	39	Vancouver	Emily Carr Elementary
48	39	Vancouver	Florence Nightingale Elementary
49	39	Vancouver	Sir John Franklin Community
50	39	Vancouver	Lord Beaconsfield Elementary
51	39	Vancouver	Quilchena Elementary
52	39	Vancouver	Grandview Elementary
53	39	Vancouver	Sir William Osler Elementary
54	39	Vancouver	Southlands Elementary
55	39	Vancouver	G T Cunningham Elementary
56	39	Vancouver	Graham Bruce Community Elementary

57	39	Vancouver	Tillicum Elementary Annex
58	39	Vancouver	False Creek Elementary
59	39	Vancouver	General Brock Elementary
60	39	Vancouver	Dr. H N MacCorkindale Elementary
61	39	Vancouver	Sir Richard Mcbride Annex
62	39	Vancouver	Lord Byng Secondary
63	39	Vancouver	Lord Selkirk Elementary
64	39	Vancouver	Queen Elizabeth Elementary
65	39	Vancouver	Thunderbird Elementary
66	39	Vancouver	Chief Maquinna Elementary
67	39	Vancouver	Carnarvon Community Elementary
68	39	Vancouver	Dr. A R Lord Elementary
69	39	Vancouver	Nootka Community Elementary
70	39	Vancouver	John Henderson Elementary
71	39	Vancouver	Queen Victoria Annex
72	39	Vancouver	Queen Elizabeth Annex
73	39	Vancouver	Lord Selkirk Annex
74	39	Vancouver	Mount Pleasant Elementary
75	39	Vancouver	Champlain Heights Community Elementary
76	39	Vancouver	Waverley Annex
77	41	Burnaby	Armstrong Elementary
78	41	Burnaby	Glenwood Elementary
79	41	Burnaby	Moscrop Jr. Secondary
80	41	Burnaby	Cascade Heights Elementary
81	41	Burnaby	Kitchener Elementary
82	41	Burnaby	Marlborough Elementary
83	41	Burnaby	Maywood Community
84	41	Burnaby	Parkcrest Elementary
85	41	Burnaby	Rosser Elementary
86	41	Burnaby	Seaforth Elementary
87	41	Burnaby	Stoney Creek Elementary
88	43	Coquitlam	Maple Creek Middle
89	43	Coquitlam	Cedar Drive Elementary
90	43	Coquitlam	Glenayre Elementary
91	43	Coquitlam	Hillcrest Middle
92	43	Coquitlam	Mary Hill Elementary
93	43	Coquitlam	Dr. Charles Best Secondary
94	43	Coquitlam	Port Moody Secondary
95	44	North Vancouver	Balmoral Jr. Secondary
96	45	West Vancouver	Sentinel Secondary
97	48	Sea to Sky	Howe Sound Secondary
98	52	Prince Rupert	Prince Rupert Middle (formerly Secondary)
99	61	Greater Victoria	Craigflower Elementary
100	61	Greater Victoria	Arbutus Middle
101	61	Greater Victoria	Lambrick Park Secondary
102	61	Greater Victoria	Braefoot Elementary
103	61	Greater Victoria	MacAulay Elementary
104	62	Sooke	Willway Elementary
105	63	Saanich	Children's Development Centre
106	63	Saanich	Keating Elementary
107	68	Nanaimo-Ladysmith	North Cedar Intermediate
108	68	Nanaimo-Ladysmith	Cilaire Elementary

109	68	Nanaimo-Ladysmith	Pleasant Valley Elementary
110	70	Alberni	Ucluelet Secondary
111	70	Alberni	Wickaninnish Community
112	70	Alberni	Ucluelet Elementary
113	71	Comox Valley	Lake Trail Secondary (formerly Middle)
114	71	Comox Valley	Courtenay Elementary
115	75	Mission	Mission Secondary
116	79	Cowichan Valley	Cowichan Secondary
117	79	Cowichan Valley	Cowichan Trades Centre (Formerly Koksilah Elementary)
118	93	Conseil Scolaire Francophone	École Anne Herbert


Vancouver International Airport
GRANT McCONACHIE WAY
MILLER RD.
TEMPLETON
Sea Island/ Instructional Development Centre
RUSS BAKER WAY
NO. 2 ROAD BRIDGE
RIVER ROAD
ALDERBRIDGE
LAING BRIDGE
MORY CHANNEL BRIDGE
OAKS BRIDGE
RIVER DR.
NO. 4 RD.
Tait
FINLAYSON
BRIDGEPORT RD.
SEA ISLAND WAY
KILBY RD.
Talmey
CAPSTAN WAY
MCLENNAN
SHELL RD.
NO. 5 RD.
Mitchell
KNIGHT ST.
CAMBIE RD.
Tomsett
ODLIN
BROWN
LESLIE
ODLIN CR.
WOODHEAD
McNeely
Cambie
JACOMBS
KNIGHT ST. BRIDGE
91 FREEWAY
8 kms.
GILLEY
Hamilton
ALEX FRASER BRIDGE
Spul'u'kwuks
ISLAMIHAM
RIVER ROAD
WESTMINSTER HWY.
McCALLUM
District Resource Centre
Crossroads Program
ELMBRIDGE WAY
Station Stretch
GARDEN CITY WAY
ALDERBRIDGE WAY
FORSYTHE CR.
Brighouse
Richmond Teacher's Assn.
WESTMINSTER HWY.
COOK
Cook
Anderson
ALBERTA
MacNeill
Thompson
Burnett
McKAY
AZURE (SOUTH)
GILBERT
Administration Offices
NO. 1 ROAD
GRANVILLE
Richmond
GRANVILLE AVE.
MORESBY
BLUNDELL
Quilchena
LINDSAY
LOMBARD
LANCING
CHELSEA PL.
CHEVIOT
Garratt
MOFFATT
MINORU
NO. 3 ROAD
GEN. CURRIE
Currie
GARDEN CITY
NO. 4 ROAD
NO. 5 ROAD
NO. 6 ROAD
PACEMORE
ELSMORE
Gilmore
ULLSMORE
KELMORE
Grauer
RAILWAY AVE.
COLVILLE
GARRICK
KILGOUR
Kilgour
CANTRELL
Blundell
SUNNYMEDE CR.
Ferris
LUCAS
FRANCIS RD.
Palmer
DAYTON
ASH
Garden City
DOLPHIN
DeBeck
ST. ALBANS
BLUNDELL RD.
Sidaway
OSHMOND
Boyd
PRINCETON
PENDLEBURY
PARKSVILLE
WOODWARDS
Wowk
DESMOND AVE.
ABLMOND
DIXON
BROADMOOR
WAGNER GATE
DEMOREST DR.
Errington
HERBERT
BATES
DEAGLE
Rideau Park
Lee
ASH
Kingswood
KING
McNair
ALBION
WILLIAMS RD.
FREEWAY
99
Steves
4th AVE.
DESMOND
DIXTON
NO. 1 ROAD
FORTUNE
Diefenbaker
HERMITAGE
McKinney
LASSAM
London
Steveston
Maple Lane
TWEDDLE
GOLD STREAM
ALOUETTE
LEONARD
RYAN
McRoberts
Bridge
Whiteside
SHELL
SEACOTE
Kidd
STEVESTON HWY.
WOODWARD
Byng
GEORGIA
2nd AVE.
McMath
GARRY ST.
Westwind
WINCHESTER
NO. 2 ROAD
GILBERT RD.
NO. 3 ROAD
NO. 4 ROAD
NO. 5
MASSEY TUNNEL
RAILWAY AVE.
MONCTON
BRUNSWICK DR.
Homma
School Closed
N

Dixon Neighbourhood School Park

9331 Diamond Road

McKay Neighbourhood School Park

7360 Lombard Street

Woodward Elementary School

10300 Seacote Road

RICHMOND news

Letter: School safety is paramount, say Richmond MLAs

Richmond News

October 5, 2016 09:46 AM

Linda Reid, Teresa Wat and John Yap. Richmond MLAs

Dear Editor,

Re: "MLAs should stand up or step down," Letters, Sept. 28.

We hope to address and clarify a few points with respect to Ms. Nowitsky's letter to the editor.

Over the years, we have visited numerous public schools in Richmond. We have talked to students, teachers and parents, and understand how important it is to ensure our children's learning environment is safe and secured.

That is why our government has launched the seismic mitigation program to make schools safer in the event of an earthquake.

So far, the province has spent $1.12 billion through the Seismic Mitigation Program to complete 155 high-risk seismic projects throughout British Columbia, which includes three public schools in the Richmond School District. They are the Garden City elementary school, Samuel Brighouse elementary school and Steveston–London secondary school.

The province also provided a letter to the Richmond School District on May 24, 2016 requesting the school district complete the project definition reports for both Hugh Boyd secondary and Cook elementary in order to advance work on both those schools.

This work is critical to defining the scope and costs to allow for funding consideration and future approval. We understand the school district is working hard to advance this work.

We also currently have another $560 million allocated for high-risk seismic projects in our three-year capital plan.

Our Seismic Mitigation Program is globally recognized and will ensure all high-risk schools are upgraded or replaced.

The money is available to all high-risk schools and the pace of projects is largely dependent on how quickly and efficiently local school boards map out their priorities and deliver on upgrades.

We want to ensure our constituents that funding is available for all high-risk schools in B.C., which include those in Richmond.

The safety of students and staff is paramount. Our government will continue to make sure this program delivers as many seismic upgrades as soon as possible.

Teresa Wat, Linda Reid and John Yap

MLAs for Richmond Centre, Richmond East and Richmond-Steveston

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City of Richmond

Report to Committee

To:	Parks, Recreation and Cultural Services Committee	**Date:**	November 15, 2016
From:	Serena Lusk Senior Manager, Recreation and Sport Services	**File:**	11-7125-01/2016-Vol 01
Re:	**South Arm Community Centre Upgrades**		

Staff Recommendation

That $500,000 from the Council Community Initiatives Fund be considered in the 2017 budget process to assist in funding renovations to the South Arm Community Centre fitness centre as described in the staff report titled, "South Arm Community Centre Upgrades," dated November 15, 2016, from the Senior Manager, Recreation and Sport Services.

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

Att. 1

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Engineering	☑	
Finance	☑	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	**INITIALS:** DW	**APPROVED BY CAO**

Staff Report

Origin

Increased fitness centre usage and decreased usage of the squash and racquetball courts at the South Arm Community Centre led the South Arm Community Association's Fitness Committee to recommend that an expansion of the fitness centre be considered.

In March 2014, the South Arm Community Association (SACA) approved $20,000 to fund a feasibility study to examine the options and estimated costs of renovating the existing second floor fitness cardio room, weight room, aerobics studio and racquet court areas at the South Arm Community Centre to increase the available space for the fitness centre, as well as improve the space to meet modern user expectations of a diverse community. The fitness centre was last updated more than 20 years ago. Working with the City and an architectural consultant, the feasibility study was completed in late 2014.

The purpose of this report is to outline the recommended option and cost identified in the feasibility study. This report also recommends that Council support the renovation of the fitness centre by contributing $500,000 from the Council Community Initiatives Fund (CCIF) along with a contribution from the South Arm Community Association and a potential contribution from the Federal Government through the Western Economic Diversification fund.

This proposed renovation 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.*

Analysis

South Arm Community Centre Facility Usage

The current fitness centre at South Arm Community Centre is more than 20 years old and averages approximately 400 to 500 visits per day. Over time, trends in fitness facilities and user requirements have changed. Usage of the cardio room, weight room and aerobic studio has increased to the point that it is often over capacity, particularly at prime times. Since 2012, there has been an increase in fitness passes sold per year.

The table below shows a 21.5 per cent increase in the total number of fitness passes sold from 2012 to 2015:

	January 1 to December 31, 2012	**January 1 to December 31, 2015**
Total Number of Fitness Passes Sold	4,604	5,591

In 2015, there were 136,352 visits to the cardio room, weight room and aerobic studio. There has been a consistent decline in the usage of both squash and racquetball courts in the same period of time. Squash bookings have decreased 24 per cent and racquetball bookings have decreased 46 per cent since 2012.

The table below shows the occupancy rates for squash and racquetball courts (including wallyball):

Court Type	Number of Bookings in Fall 2012	Total Per Cent Occupancy in Fall 2012	Number of Bookings in Fall 2015	Total Per Cent Occupancy in Fall 2015
Squash	1,027	22%	782	16.7%
Racquetball	840	18%	448	9.6%

In response to the declining participation, staff have attempted to increase racquetball usage by offering free racquetball lessons and promoting use of the courts in partnership with the Racquetball Association of British Columbia. Despite this, the South Arm Racquetball League folded in 2014, after many years of operation.

The table below shows prime time usage rates for squash and racquetball courts:

Court Type	Prime Time Usage Jan. 1 to Dec. 31, 2015 5:00 p.m. to closing on weekdays (per cent of available hours)
Squash	42%
Racquetball	35%

Feasibility Study

Staff and members of the Community Association board worked together with a consultant to develop the feasibility study. After consideration of the physical space as well as participation trends at South Arm Community Centre and in the fitness services in general, a suitable option to meet the long-term fitness needs of the South Arm community was developed.

The feasibility study proposes creating a bigger fitness centre space by removing the walls between the current fitness and cardio studios, repurposing one squash and one racquetball court, and reconfiguring the changing rooms. The total space dedicated to fitness services would more than double. This increased space would create a safer environment and more room for people of multiple abilities and fitness levels to more comfortably use the fitness centre. Other proposed functional improvements include new flooring, lockers and mirrors.

Consultation

This project was initiated by the South Arm Community Association and discussed at Board meetings. In addition, the Community Association Fitness and Building Committees have been involved in defining and reviewing the project.

Through the process, concerns were raised by racquet sport players about the potential loss of courts. Staff and members of the SACA met with a group of racquet sport players in early February 2016 to review usage statistics and identify and attempt to resolve concerns about the potential renovation. The group consisted mostly of racquetball players, but also included squash and handball players.

The group noted the decline in racquetball court availability in Richmond and across the Lower Mainland, as courts are being closed or repurposed. They also noted that South Arm Community Centre is now the only racquetball facility in Richmond. While the group expressed their continued commitment to racquetball, they commented that having access to only one court will have a very negative effect upon the sport in Richmond which they feel serves as a valuable recreation and social activity. During prime time, groups of players swap in and out so more than four persons may play during a single booking. The group asked staff to review other alternatives for expansion of the fitness centre that would not impact the racquet courts. A petition was subsequently submitted to the City to review the proposed design.

In response to the comments, staff reviewed alternatives, such as moving portions of the fitness facilities to other floors in the centre and installing a moveable wall in one of the racquetball courts. Upon further investigation, to meet racquetball players concerns, and better serve fitness participants, SACA revised the proposal to retain two racquetball courts, with a movable wall in one court to accommodate squash. The fitness centre would then expand into the two squash courts.

Staff had a follow up meeting with representatives of the racquetball players in April 2016, and they indicated they were satisfied with the new proposal.

In early May 2016, two open houses were held at South Arm Community Centre, to review the proposed renovations. Feedback from the open house was generally supportive of the proposal.

Impact of Renovations on Court Users

If the proposed renovations proceed there would be two courts available for racquetball at South Arm Community Centre. A moveable wall will be installed in one of racquetball courts, allowing the court size to be adjusted so that squash can be played in the court. The fitness centre would expand into both of the current squash courts.

Squash courts are also available at Steveston and West Richmond community centres, as well as nine courts at private facilities in Richmond.

The table below shows the 12 options for squash players in Richmond if the proposed renovations proceed:

Location–Richmond	**Number of Squash Courts**
South Arm Community Centre	1
Steveston Community Centre	1
West Richmond Community Centre	1
The River Club	4
Sport Central	5

South Arm Community Centre would have the only racquetball courts in Richmond. The City of Vancouver has four racquetball courts in total, located at four community centres. The closest court to Richmond is the Marpole-Oakridge Community Centre on Oak Street.

Phased Approach

The renovation is proposed to be co-ordinated with existing planned maintenance to South Arm Community Centre's building systems occurring in the spring and summer of 2017. In the 2014 Capital program, $650,000 was approved to update the mechanical system to provide better energy efficiency and to replace the roof.

Financial Implications

The South Arm Community Association has confirmed its commitment to funding this project. It has already spent funds on the feasibility study and has committed $600,000 to the initiative as described in the letter in Attachment 1, of which approximately $500,000 will be towards the capital costs with respect to the project.

In June 2016, Council approved a submission requesting a $500,000 grant from the Federal Government through the Western Economic Development fund for this project. At this time, the grants have not been awarded; however, an announcement is expected shortly.

An additional $500,000 commitment from the City would allow the project to be fully realized.

It is expected that one outcome of this project will be increased revenues from fitness centre usage. As per the operating arrangement between the South Arm Community Association and the City, these revenues will be retained by the Association and reinvested in the South Arm Community Centre and its programs and services. The Association will also be responsible for any increased operating costs related to staffing and equipment replacement. There are no operating budget impacts directly to the City from this project.

The proposed funding for this Capital Project is similar to others, where there were joint contributions from both the City and a community partner, such as when the Thompson Community Association and City funded the renovation of the kitchen. Other projects, such as the repurposing of the West Richmond Community Centre's racquetball court were funded solely by the West Richmond Community Association. The City also funds projects completely, such as the construction of the new City Centre Community Centre.

Financial Impact

There is no tax impact from the proposed South Arm Community Centre Upgrades. The proposed budget is estimated to total $2,150,000 to be funded as follows:

1. $650,000 from 2015 Capital Project South Arm Community Centre - Renewals & Upgrades
2. $500,000 contribution by the South Arm Community Association for the Fitness Centre renovation;
3. $500,000 grant submitted to the federal government through the Western Economic Development Fund; and
4. $500,000 from the Council Community Initiatives Account

Conclusion

The renovation of the South Arm Community Centre will better meet demands for fitness, wellness and recreation in Richmond. This will provide the South Arm Community Centre with the space necessary to be adaptable and flexible to support trends, increase safety and improve accessibility. Any projected increased revenue will continue to be reinvested by the South Arm Community Association back into the community.

David Ince
Manager, Community Recreation Services
(604-247-4930)

Att. 1: Letter from the South Arm Community Association

SOUTH ARM COMMUNITY ASSOCIATION

May 25, 2015

Western Economic Diversification
Canada 150 Community Infrastructure Program

To Whom it May Concern;

This letter is to express our unreserved support to the City of Richmond in its application for Federal Canada 150 Community Infrastructure Program Funding. These funds, plus our matching funds, would be applied towards the repurposing and infrastructure upgrading of the aging fitness area at the South Arm Community Centre.

Our fitness area is now overused and often gets very crowded. We consistently receive complaints from clients including women, seniors and people with disabilities who find our facility either difficult or uninviting to use. We have exhausted all the minor fixes and changes available to solve the problems of an aging facility. This includes the conversion of a hot tub room into a cardio room (approximately 10 years ago) and the recent purchase of $100,000 in new strength equipment that has a smaller footprint. Even still, this area has the look of a 22 year old, out of date and overcrowded fitness facility.

South Arm Community Association has earmarked $600,000 of our Association's funds to repurpose this area and make it more accessible, efficient and user friendly. We initially invested $15,000 to obtain a detailed feasibility study by Shape Architecture, which has since been approved by the City of Richmond. With Canada 150 funding we can effectively more than double the usable existing 285 square meters of cardio and strength training space into 640 square meters of fitness use. There will be no increase to the actual floor space in this area, it will be repurposed and opened up to provide more efficient use.

By removing walls and repurposing 2 of the 4 underused racquet courts in the fitness area, South Arm will be positioned to continue to provide an even higher level of service to our community. Two important aspects of this are:

1. Our Society will be better positioned to provide neighbourhood-based, cost effective yet quality fitness service to all of our residents - youth, adults, seniors and those with disabilities. This is in alignment with the City of Richmond's Wellness Strategy and Physical Literacy Initiatives.
2. Our Society, through its Operating Agreement with the City of Richmond, will generate increased revenue that is wholly returned to our community through a wide range of services and opportunities. Our Youth, Senior's and Community Development Coordinators are fully funded from these monies. Many of the programs and services , we offer including health, wellness, special events, child, youth, adult and seniors programs are subsidized from fitness initiative.

Please let me know if there is any other information or details you require in support of this valuable project.

Sincerely,

Ian Shaw P.Eng, Ph.D.
Vice President – South Arm Community Association, Building Committee Chair

8880 Williams Road, Richmond, B.C. V7A 1G6, Tel: 604-718-8060 Fax: 604-718-8065

4. **REVIEW OF NOV. 16 - FENTANYL DRUG FORUM**

S/Sgt. Scott Campbell, Crime Prevention Unit, Richmond RCMP Detachment, summarized the discussion from the Fentanyl Drug Forum and specifically noted that Fentanyl (i) is currently in the forefront of peoples' minds, (ii) is an international health concern, and (iii) presents challenges for enforcement. The Committee noted that it would be useful to have the video of the Fentanyl Drug Forum available on the City's website.

Trustee Sargent thanked the City of Richmond for the prompt response in addressing the Fentanyl issue. Comments were made from the Committee regarding (i) the banning of pill pressing machines, (ii) possible courses of action, and (iii) responsibilities of different levels of government regarding the issue.

It was moved and seconded

That the City of Richmond / School Board be requested to consider:

> ***That a letter be sent to the Premier detailing the actions taken by the City in response to the Fentanyl issue and that the City of Richmond supports the banning of pill pressing machines.***

CARRIED

1. **TRAFFIC SAFETY ADVISORY COMMITTEE**

Donna Chan, Manager, Transportation Planning, briefed the Committee on the key issues from the two most recent traffic safety advisory meetings. Topics of attention included solar powered markers at crosswalks, vandalism of pedestrian zone signs, and construction of a speed bump as an alternative to signs in a specific area.

Ms. Chan also reported that the amendments to the Traffic Control and Regulation - Bylaw 5870 had been and adopted. Highlights of the amendments include ticketing for jaywalking and ticketing for cars which fail to stop at crosswalks with pedestrians who have already begun the process of crossing the road.

Trustee Debbie Tablotney entered the meeting (9:12 a.m.).

2. **CANADA 150 CELEBRATION**

Bryan Tasaka, Manager, Major Events and Film, advised the Committee that the second grant intake for the Canada 150 Celebration has been ended and also provided information on the amount of applicants applied, the amount of applicants approved, the amount of money distributed, and the amount which was left to distribute.

Mr. Tasaka then distributed a 2017 Calendar (attached to and forming part of these minutes as Schedule 1) which showed the different events which were currently planned as part of the Canada 150 Celebration and noted that the anticipated amount of events would surpass a hundred and would all be included on the new Canada 150 website.

City of Richmond

Report to Committee

To:	General Purposes Committee	**Date:**	November 21, 2016
From:	Amarjeet S. Rattan Director, Intergovernmental Relations and Protocol Unit	**File:**	01-0130-01/2016-Vol 01
	Jerry Chong Director, Finance		
Re:	**Federal Government Proposed Sale of Airport Land Assets**		

Staff Recommendation

That a letter be sent to the Federal Minister of Transport outlining the City's opposition to the sale of Vancouver International Airport as part of the collective group of airport assets being considered for sale.

Amarjeet S. Rattan
Director, Intergovernmental Relations and Protocol Unit
(604-247-4686)

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

Attachment 1

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

Staff Report

Origin

This report provides information related to a recently released report, *Pathways: Connecting Canada's Transportation System to the World* (the Emerson Report), which has recommended the Federal Government consider 'asset recycling,' which would involve selling stakes in major public assets such as airports, highways, rail lines, and ports to help pay for Canada's mounting infrastructure costs.

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.*
>
> *5.1. Advancement of City priorities through strong intergovernmental relationships.*
>
> *5.2. Strengthened strategic partnerships that help advance City priorities.*

Findings of Fact

The 2016 Federal Budget paid considerable attention to infrastructure investment, which is seen as a way to create jobs and boost long-term economic growth. The Federal government has committed more than $120 billion toward infrastructure over the next decade. The funds from 'asset recycling' would help the Federal government avoid amassing debt or raising taxes. As per the Emerson Report's recommendations, the Federal government would make public assets available to non-government investors, similarly to public pension funds.

The Emerson Report was created by the Honourable David Emerson for the previous Conservative government. Mr. Emerson was CEO of Vancouver International Airport Authority from 1992-1996 and also held various public service positions with the BC Government as well as federally elected positions, including Minister of Industry, Minister of International Trade, Minister for the Pacific Gateway and the Vancouver-Whistler Olympics and Minister of Foreign Affairs. He also became a member of the International Advisory Council of the Chinese sovereign wealth fund China Investment Corporation, in 2009. He is currently Board Chair of Maple Leaf Foods, GCT Global Container Terminals Inc. and the Asia Pacific Foundation.

The Emerson Report's recommendations include the following:

- The linking of user (airport) fees to the provision of services and infrastructure;
- Payments in lieu of taxes by airport authorities should not be disadvantageous when compared with comparable job-creating industries;

- Divestiture by the Federal Government of smaller federally owned airports in consultation with provinces and municipalities;
- Moving quickly to a share-capital structure for the larger airports, with equity-based financing from large institutional investors, supported by legislation to enshrine the economic development mandate of airports and to protect commercial and national interests by: establishing investment thresholds, limiting foreign airline ownership (to increase commercial airlines by at least 49%), and tests of public interest and national security to be administered by Industry Canada and the Competition Bureau, under the Investment Canada Act and the Competition Act;
- Establishing a set of principles to guide all airports in Canada when determining fees;
- Tying airport improvement fees to specific projects; and
- Requiring airline expertise on the boards of directors of airport operators.

Advisory Council on Economic Growth

The recommendations of the Report are being endorsed by the Federal Government's new Advisory Council on Economic Growth, a group of 14 members comprised of Canadian and international business and academic leaders. The council was tasked with helping the government map out a long-term growth plan for Canada.

The members of the Advisory Council are:

- Dominic Barton (chair) - Global Managing Director of McKinsey & Company
- Elyse Allan - President and Chief Executive Officer, General Electric Canada
- Katherine Barr - General Partner, Mohr Davidow Ventures
- Jennifer Blanke - Chief Economist, Member of the Executive Committee, World Economic Forum
- Kenneth Courtis - Chairman, Starfort Investment Holdings
- Brian Ferguson - President and Chief Executive Officer, Cenovus Energy Inc
- Suzanne Fortier - Principal and Vice-Chancellor, McGill University
- Carol Anne Hilton - Chief Executive Officer, Transformation International
- Carol Lee - Chief Executive Officer and Co-Founder, Linacare Cosmetherapy Inc.
- Christopher Ragan - Associate Professor, Macroeconomics and Economic Policy, McGill University
- Michael Sabia - President and Chief Executive Officer, Caisse de dépôt et placement du Québec
- Angela Strange - Partner, Andreessen Horowitz
- Ilse Treurnicht - Chief Executive Officer, MaRS Discovery District
- Mark Wiseman - President and Chief Executive Officer, CPP Investment Board

Analysis

Airport Governance

Between 1986 and 2006, Canada shifted to a commercially based, market-driven system from one based on government ownership and control. This transformation began with the economic

deregulation of the domestic market for air services and the privatization of Air Canada. Following deregulation and privatization in the carrier sector, the Federal Government moved to commercialize larger airports and air navigation services.

Under the 1994 National Airports Policy, the Federal Government transferred the management, operation and development of 22 large airports, including those in the national and provincial capitals to non-profit airport authorities governed by local boards but retained ownership of land and fixed assets. As a result of these changes, Transport Canada's roles in the air sector is now largely confined to those of policy maker, regulator and landlord for the country's largest airports.

These airport authorities pay rent to the Federal Government for their land and assets, which they hold under 60-year leases with one 20-year renewal option. That gives these airports until the 2050s — or 2070s if they renew the lease — before they must return to the Federal Government "a world-class airport, with no debt," according to the Emerson Report. Vancouver International Airport's (YVR) current lease (with the 20 year extension) is set to expire in 2072.

The Emerson Report recommends that the Government of Canada strengthen the viability, accountability and competitiveness of the National Airports System by moving within three years to a 'share-capital structure' for the larger airports, with equity-based financing from large institutional investors, accompanied by legislation to enshrine the economic development mandate of airports and to protect commercial and national interests (including provisions that are currently spelled out in the airports' leases).

The Emerson Report notes that a number of options are available for privatizing the large airports. This could include working with airport authorities to facilitate their transformation into for-profit entities and selling them the assets of larger airports. Similar processes were followed in the past with the privatization of Crown corporations like Petro Canada and Air Canada. Otherwise, it could be achieved by selling the airports to another private enterprise, as was done with large airports in the United Kingdom in the 1980s. Alternatively, the Federal Government could maintain ownership, while fully privatizing the operation of the airport, as was done in Australia.

The larger airports, of which the top four are Toronto, Vancouver, Calgary, Montreal, support many of the Emerson Report recommendations, including a much-needed overhaul of security screening protocols, however, they are not supportive of the proposal that they move within three years to a share-capital structure with equity-based financing from large institutional investors. Pierre Elliot Trudeau International Airport in Montreal is the only airport in the country that supports the Emerson Report recommendations to sell airport lands.

The Vancouver International Airport Authority has concerns that a for-profit system would increase costs rather than lower them (Attachment 1). YVR's CEO, Craig Richmond, has stated "as a not-for-profit, we have plowed everything we've made back into the airport and we've built up this beautiful asset". Airport authorities can currently issue bonds, but cannot raise equity, which results in "very high leverage," he said. In addition, airports are restricted in what they can do with their land, which is still owned by the Crown. As the lease end date draws closer, in order to comply

with the current lease terms, airport authorities will have to reduce their debt and use their reserves to pay off the existing debts. This may impact future capital investments and levels of service.

The Canadian Airports Council, which lobbies the Federal Government on behalf of Canada's airports, maintains that full privatization isn't the best way to lower costs. Some airports would prefer the Federal Government to cut their rent and allow for rolling lease extensions while maintaining the existing model, a solution that YVR supports.

Vancouver International Airport (YVR) Governance

YVR is managed by Vancouver Airport Authority, a private not-for-profit corporation with no issued share capital. The Airport Authority is governed by a non-political Board of Directors appointed from organizations within the community including federal and municipal governments and professional and business associations. The City of Richmond's current appointee to the board is Howard Jampolsky. The Airport Authority receives no funding from the Federal Government and pays rent each year to Transport Canada. Since its inception in 1992, Vancouver Airport Authority has invested $3.1 billion into its capital assets that was paid for through airlines, passengers and their Airport Improvement Fees while reducing costs for airport users – essentially meaning YVR is paid off. The current governance structure, which includes the City nominating someone to the Board would no longer be required; therefore any input provided through the City's nominated director would be gone if YVR were privatized.

Privatization

The Canada Development Investment Corporation (CDEV), a Crown agency has hired Credit Suisse AG, an investment bank, to analyze airport related privatization options before the end of the year, as the Federal Finance Minister prepares the 2017 budget. Recent airport privatization transactions include airports located in Gatwick, Athens, Kansai, Osaka and London City. London City Airport was acquired in February 2016 by three Canadian pension funds, Ontario Teachers' Pension Plan (OTPP), Ontario Municipal Employees Retirement System (OMERS), Alberta Investment Management Corp (AIMCo) and Wren House, an infrastructure investment vehicle owned by the sovereign wealth fund of Kuwait, for a reported $2.8 billion. London City Airport was put up for sale by infrastructure fund Global Infrastructure Partners, which also owns Gatwick and Edinburgh airports. Credit Suisse acted as the sole adviser to Global Infrastructure Partners. Due to the low yields that exist in the bond market and the relative high risks in the equity market, large institutional investors are looking at alternative investments that provide stable returns with relatively low risk, hence the growing interest in real estate and infrastructure investments such as toll roads, bridges and airports.

The Government of Canada has also recently hired investment bank Morgan Stanley Canada Ltd. to review ownership options for 18 Canadian ports. Canada Development Investment Corp., a Crown agency responsible for selling federal assets, hired the firm "to provide financial advice" on its port holdings, which include facilities in Halifax, Montreal, Toronto, Thunder Bay and Vancouver.

First Nations Impact

In order to proceed with the sale of YVR lands, the Federal Government would first need to transfer ownership to its commercial property arm, Canada Lands Company, and then go through a consultation and accommodation process with First Nations groups, particularly the Musqueam.

The challenge to selling off federal land comes from major Supreme Court of Canada decisions, especially the 1997 Delgamuukw ruling that required governments to consult and accommodate First Nations when their interests where affected by economic development. Canada's highest court cemented aboriginal title rights with a June 2014 decision granting a large tract of land to a B.C. interior First Nation.

The potential for a costly lawsuit, and the risk of being required to pay compensation to a First Nation group claiming title, could potentially convince the Federal Government that privatization of YVR lands is not financially feasible.

Financial Impact

Airport Revenues

The Government of Canada has collected approximately $5 billion in airport rent since 1992, already well in excess of the value of the assets originally transferred, and is estimated to collect at least $12 billion more over the next 40 years. In total, the Federal Government collected nearly $1 billion in airport rent and security fees in 2015.

YVR advises that they pay approximately $50 million per year in rent to the Federal Government and $16 million in annual Payment in lieu of taxes (PILT) payments (approximately 50% is the municipal portion). Other businesses which reside on YVR remitted PILT of approximately $1.5 million and commercial tenants remitted approximately $13.9 million in property taxes.

The City currently receives PILT for all federally and provincially owned land in the City of Richmond, which includes YVR. YVR and other airport authorities are currently paying PILT because they are tenants on Crown land and because the *Assessment Act* specifically exempted the Authority from paying property taxes. Tenants of YVR are currently 100% taxable and it is up to the City of Richmond to bill and collect from each tenant individually.

If YVR is privatized and is not specifically required to pay PILT, then it would become 100% taxable for property taxes (similar to BC Hydro and TELUS properties). In this case, YVR would be responsible for taxes for their entire property, including taxes for properties leased to sub-tenants. In this scenario, the privatized airport authority would be similar to Richmond Centre, in that they will be responsible for 100% of the taxes for their property and would have to recover the cost directly through their tenants. This could reduce any collection issues and associated risks. However, since the City charges the same tax rate for PILT as for property taxes, there should be no financial loss to the City.

With respect to water/sewer utilities, currently YVR sewer flows directly to the Lulu Island treatment plant and they pay Metro Vancouver for this service. The City charges YVR a lower water rate in addition to 50% of the annual maintenance cost and capital cost spent on YVR land annually. Over the last 12 months the City received approximately $1.1 million in utility fees from YVR. If YVR becomes privatized, the City would need to review the agreement and re-evaluate the existing structure.

Currently, YVR is considered exempt from the City's Zoning Bylaw, Development Cost Charge Bylaw and typical development requirements because the airport is located on lands owned by the Federal Government. The implications with respect to the City's zoning and development regulations cannot be determined until further information is received on how any transfer/sale is structured.

YVR Airport Authority was recognized as one of Canada's Top 100 Employers in 2016 and they currently employ approximately 425 employees. It is unknown how many employees are Richmond residents, and if any of these positions would be eliminated or increased if the airport is privatized.

Conclusion

While the timing of a Federal decision to proceed with 'asset recycling' in relation to airport lands is unclear, YVR is of the view that it is not imminent, while some media reports indicate it may come as soon as this spring. The issue is being aggressively pushed by Federal Finance Minister Bill Morneau, while Minister of Transport Minister Marc Garneau is of the view that only airport authorities that wish to be privatized should be made to do so.

Privatization of Federal Government assets is very complex as local, national and First Nations interests must be considered. While YVR has been run very efficiently and effectively the Federal Government is hoping that infrastructure spending will increase investments and economic growth in Canada. Funding infrastructure will only be achieved through elimination/reduction of programs, additional taxation measures or asset recycling. In a simplified scenario, one must evaluate whether funding should be shared by all Canadian taxpayers or through user fees.

YVR is currently in an "educate mode" with respect to this issue and is in the process of discussion with community partners. The City of Vancouver announced on October 19th that its Council endorsed a motion to write to the Federal Government outlining its opposition to the proposed sale of YVR lands to private interests.

YVR has demonstrated innovation and sustainable financial results annually. YVR has modernized, diversified and invested any arising profits back into the facilities. The current governance model has been responsive and inclusive to the City's requests. YVR was recently recognized by the CAPA Centre for Aviation with the annual Airport of the Year Award at the Aviation Awards for Excellence.

Prior to any transactions being contemplated an assessment of each individual airport should be made and their merits and performance assessed in an objective manner. Rather than disposing of all of the airports as a package each airport should be evaluated with input and feedback from respective stakeholders. It is recommended that Council write to the Minister of Transport outlining its opposition to the sale of YVR as part of the collective group of airport assets being considered for sale and that each individual airport be evaluated independently with input from the City of Richmond.

Staff will provide updates on this issue as more information becomes available.

A. Rattan

Amarjeet S. Rattan
Director, Intergovernmental Relations and Protocol Unit
(604-247-4686)

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

VANCOUVER AIRPORT AUTHORITY
Beyond, Every Day.

Privatization versus Share Capitalization of YVR

This Vancouver Airport Authority (YVR) paper is provided in response to recommendation 3(B) of the Canadian Air Transportation Act (CTA) Review released on February 25, 2016. Specifically, 3(B) recommended "moving within three years to a share-capital structure for the larger airports, with equity-based financing from large investors".[i] It is the Vancouver Airport Authority's unequivocal view that the CTA Review does not provide any justification for this fundamental change to the governance structure of airports. We strongly oppose this recommendation for three reasons:

1. The costs of share capitalization would add hundreds of millions of extra costs to the airport which would be passed to airlines and passengers. YVR would become much less competitive
2. YVR and Canadians have already reaped the benefits of airport privatization
3. The communities in British Columbia are well served by the current governance structure (which would not be the case if YVR was owned and operated by investment banks and pension funds)

Well researched, excellent papers from other Airport Authorities have detailed the current model, the history and reasons for transfer to local authorities from government and the unintended consequences of recommendation 3(B) from the CTA review, so they need not be repeated. [ii] Rather, this paper will focus specifically on the impact of share capitalization to YVR.

Financial Impact of Share Capitalization on YVR

Earlier in August, 2016 we submitted a paper entitled "YVR Share Capitalization 22 Aug 2016" which describes in great detail the financial implications of a sale of the major airports. The comprehensive analysis demonstrates how such a sale would lead to sizable increased annual costs that would need to be recovered through aeronautical or AIF revenue, reduced operating expenses or a reduction in capital expenditures.[iii] Very simply, it would be too costly for a share capital buyer to acquire an airport such as YVR without reducing services and passing these costs on to airport users through higher fees and charges and fewer capital investments. This would be a serious step backward for commercial aviation, airlines and passengers in Canada.

Our purpose in producing this paper, "Privatization versus Share Capitalization of YVR" is to communicate that the benefits of privatization have already been achieved, to great success, and that there are very real problems with the idea of share capitalization of Canada's major airports, focussing specifically on YVR. It should be noted that YVR's Board and Senior Management has had extensive experience in the purchase, management and sale of for-profit airports around the world through our previous ownership of Vantage Airport Group. Vantage Airport Group is an industry-leading investor, developer and manager of airports around the globe. Since inception, Vantage Airport Group has been involved in 27 airports in 11 countries and has taken 19 airports from public to private management and currently operates eight airports in five countries. There have been many successful examples of equity privatizations of poorly capitalized, poorly run airports precisely because of their poor financial state. Canada's major airports do not fall in that category.

In fact, the CTA Review itself noted that Canada's Airport System is "...frequently ranked among the best in the World".[iv] The review also states that the large airport authorities have "...successfully fulfilled their mandate to develop or renew infrastructure through capital investment, while remaining self-sufficient".[v]

The Benefits of Privatization - Realized

The CTA review consistently and mistakenly equates privatization with share capitalization. This is a structural misconception. Vancouver Airport has been privatized for 24 years. It is a private not-for-profit non-share capital corporation, with a community based, non-politicized Board and with independent means of financing. This is not merely a semantic difference. It is an essential, fundamental organizational fact ignored by the CTA review: YVR agrees with and has already benefited immensely from privatization.

The CTA Review postulates that "independent analysis and international examples show the benefit of increased private sector discipline in the management of large airports".[vi] Privatization is often characterized by economists as a way to change the actions of an entity from relatively inefficient government operations to a more nimble and reactive private operation. YVR is in agreement with this conclusion - and considers itself a private sector operator. Some of the generally stated benefits of privatization and the actual results at YVR include:

1. **To transfer capital and operating expenses from taxpayers to private operations.**

   Achieved. Since transfer in 1992 Vancouver Airport Authority has invested $3.1 billion in capital assets, including a new Category III runway and award winning

terminals while paying $1.3 billion in rent. YVR receives no federal subsidies to operate the airport.

2. **To eliminate political interference.**

   This has been accomplished through the bylaws, nominating entity process and by the fact that no elected official can sit on our Board of Directors. While the Authority is certainly influenced by local and federal politics, it is not interfered with.

3. **To access capital and to lower borrowing costs.**

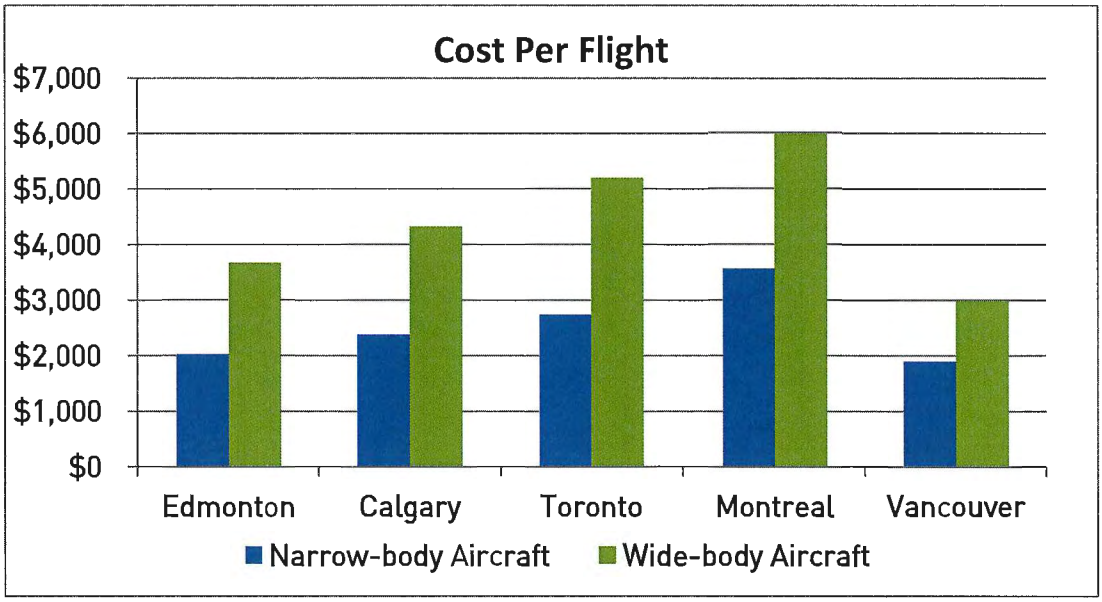
   This too has been achieved: rating agency Standard & Poor's just affirmed Vancouver Airport Authority's AA credit rating – one of the highest credit ratings in the world. In 2015, YVR refinanced $200 million of 30 year bonds at an interest rate of 3.875% - a new low rate for airport bonds in Canada. YVR has no trouble attracting capital and the cost of capital is very low.

4. **Using market discipline to promote efficiency and lower costs to airlines and passengers.**

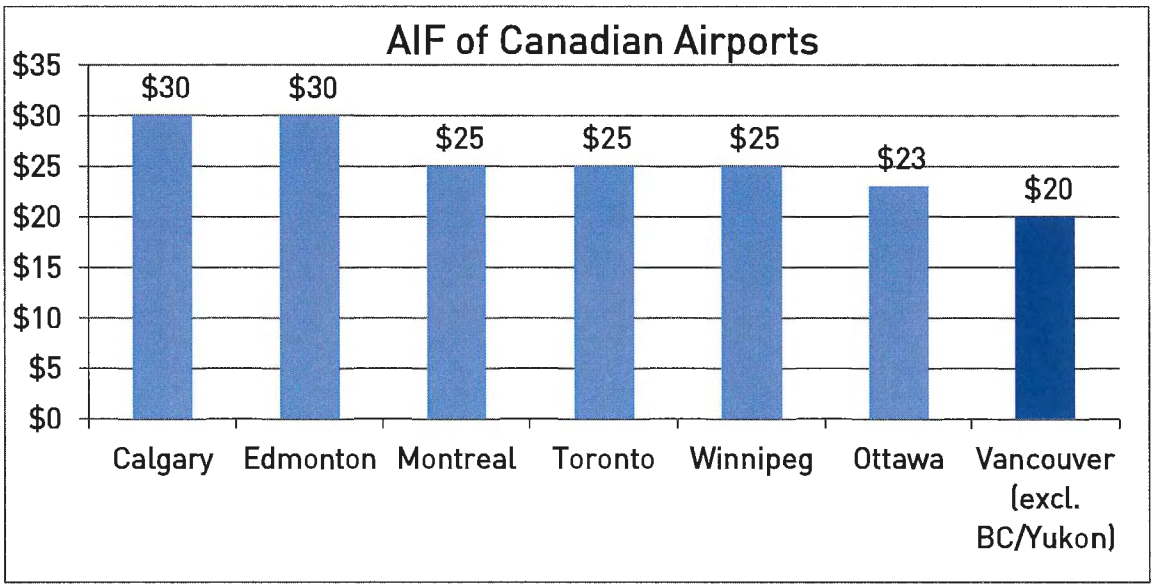
   Vancouver is an extremely efficient airport. The Air Transport Research Society has named YVR as the most efficient airport in Canada and fourth most efficient in North America: Professor Tae Oum stated "YVR has been doing very, very well, since inception of this project in 2002," Oum said. "YVR, this year is fourth-most efficient in North America, but the top in Canada".[vii] Vancouver has one of the highest rates of non-aeronautical revenue in North America, at almost $22 per enplaned passenger and 45% of revenue.

   In addition, as of 1 January 2016, Vancouver Airport lowered its airline rates and charges for the next five years by an average of 15% to maintain its global

competiveness. These rates and charges are the lowest among the larger Canadian airports and even among YVR's American competitor airports. The lower rates and charges are designed to promote airline gate efficiency and to reward airlines who add flights. The new program is already having a positive effect: "The operating economics of the Dreamliner together with the efforts of the Vancouver Airport Authority who have maintained airport operating costs at levels among the lowest in Canada, have enabled us to grow our Vancouver hub," concluded Mr. Calin Rovinescu" (Air Canada CEO announcing a new daily route to Brisbane).[viii]



Vancouver also has the lowest Airport Improvement Fee (AIF) of any of the large airports in Canada and maintains a minimum fee of $5 for any flights within BC and the Yukon.



5. To spur creativity, innovation and implement industry best practices.

This has been realized to an exceptional extent at YVR. The Vancouver Airport Authority has a well-deserved reputation for innovation and creativity, earned over two decades of privatization. Vancouver has incubated two successful independent companies, interVistas Consulting and Vantage Airports Group. In 2015 Vancouver won the Centre for Aviation (CAPA) World Award for Airport Innovation, for inventing the Border Xpress – YVR's home-grown border processing technology. These self-service kiosks have reduced border waits in airports by up to 89% and more than 1,000 have been sold to 32 airports in North America and the Caribbean including some of the busiest such as Chicago O'Hare, Atlanta and LAX. All the profits from these sales are returned to YVR to help reduce operating costs and keep aeronautical fees low.

Vancouver Airport Authority also won the following awards in 2016:

- Airports Council International – North America, Best Overall Marketing and Communications - 2015
- Canada's Best Corporate Health and Safety Culture – 2015
- Airports Council International – North America, Best Overall Human Resources Program 2016
- Airports Council International – North America, Best Specialty Retail Program – 2016
- In 2016 awarded the first Salmon-safe Certification for an airport in the world – ensuring we meet the highest standards for water quality in and around Sea Island and the neighboring Fraser River.

6. To increase customer service.

This has been clearly achieved. On March 16, 2016, Skytrax World Airport Awards announced that Vancouver Airport had won the Best Airport in North America for a record 7 times in a row. These results come from a half year survey of over 13 million passengers, across 39 categories of customer service. YVR was also named the third best airport in the world in the 20 – 30 million passenger category.

Serving our Community

In addition to the aforementioned benefits of privatization, one of the basic tenets of the devolution of Canadian airports was the desire to involve local communities in the strategic goals of the airports.[1] This devolution allowed locally run Airport Authorities to be governed by a community appointed Board of Directors. YVR's Board of Directors is formed with experienced members appointed from the community at large and through

[1] (Calgary International Airport Submission)

Nominating Entities representing key professions including law, accounting and engineering. While the Federal government and local municipalities provide representatives for the Board of Directors, they cannot be elected officials. These individuals work and live in the very communities the airport serves and are charged with ensuring the airport operates in the best interest of our local community and the province of British Columbia.

Our success as an Airport Authority hinges on our connection to the people we serve. As a locally-based organization and as BC's airport, we are committed to serving our diverse communities and the businesses that benefit from our role as an economic hub and jobs creator. We accomplish this through a commitment to transparency and a willingness to engage. It is also through this two-way dialogue that we are able to grow the airport to meet the needs of British Columbians. YVR has engendered a deep sense of pride by British Columbians in their airport.

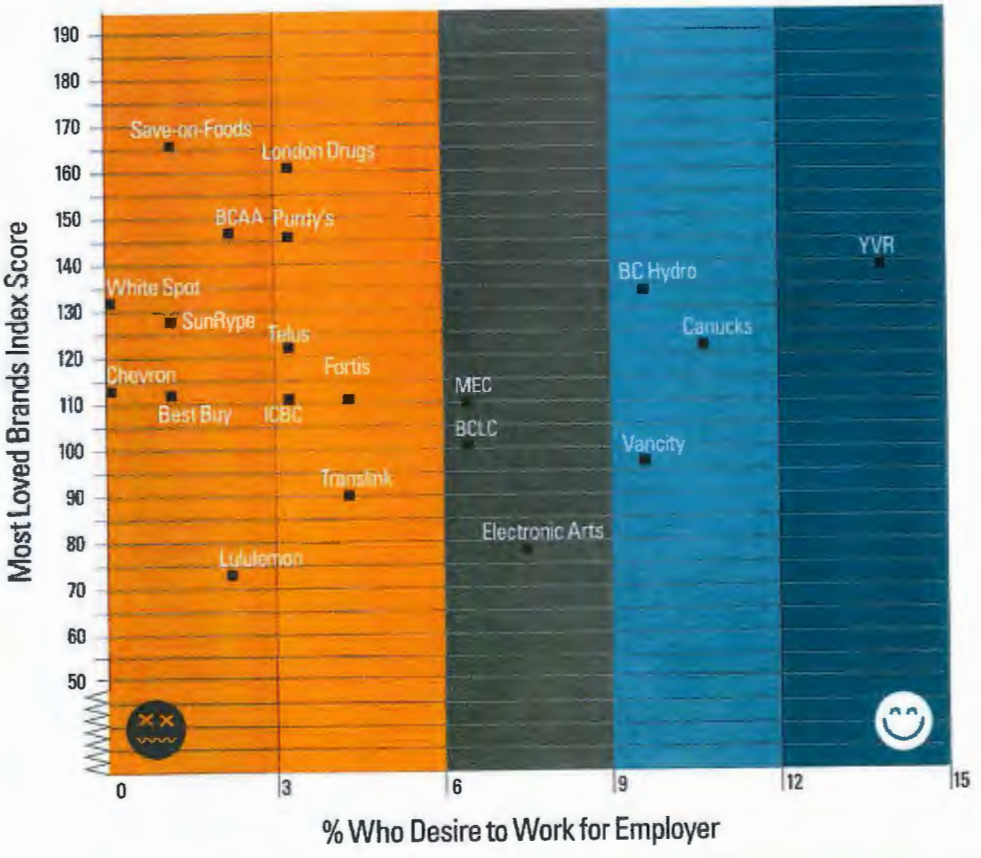
The Authority regularly meets with both surrounding and more distant city councils and nominating entities to discuss airport plans and to gather feedback. Consultation on everything from maintenance work to major developments and Master Planning are held whenever required. The Authority sends executives to speak at cities across the province and attends over 70 local events in order to maintain open lines of communication.

The Vancouver Airport Authority is committed to providing a positive airport experience for everyone – this means minimizing obstacles for people with disabilities, seniors and anyone requiring extra help. We exceed accessibility codes wherever possible and have established new accessibility design criteria, developed a multi-year accessibility plan and completed a terminal-wide assessment and audit of our facilities and services using those in affected communities as advisors.

It is often difficult to judge community perception, but in this case, Business in Vancouver Magazine and Ipsos-Reid have gathered hard data: in a survey conducted by Ipsos-Reid in 2015 YVR was named as one of BC's best loved brands and was simultaneously the best loved brand and the company at which respondents would most like to work (see graphic below).[ix]

Love the Brand, Not the Workplace

Every February, *BCBusiness* partners with Ipsos to survey British Columbians on the Most Loved Brands in B.C. "Love" measures things like how much you trust a brand, how innovative you find it and whether you think it's a brand that's making a positive contribution to B.C. For our workplace survey, we offered up a list of this year's most loved brands and asked: Which of the following companies would you most like to work for? As you can see from the graph below, the most loved brands (Save-on-Foods, London Drugs) aren't necessarily the ones you most want to work for. ■



Conclusion: The Future

While our first submission outlined clearly that a share-capital model is not financially viable for YVR, this paper has demonstrated that the qualitative benefits of privatization have already been achieved at YVR. Our local Board of Directors is a vital part of our accountability and outreach program, and has helped our demonstrably positive reputation in the community which is essential in running a 24-hour airport.

The current model does need to address key issues with the ground lease including end of lease, rent and environmental mitigation claims. First Nations land claims are once again at the forefront. Our governance model, as unique and balanced as it is, is not well understood and requires continued improvement in transparency and accountability.

However, these issues are not insurmountable and are not inherent to the current system; they can be fixed. Over the past 24 years Canadian airports have thrived no matter what challenges were faced, largely due to the flexibility and balance of the current governance model. YVR in particular is a pillar in the community, employing over 24,000 people as well as 450 volunteers and donating over $1million per year to local community organizations. YVR works with business, tourism, industry and education associations to represent their interests around the world and support their efforts to connect efficiently with global markets. And YVR is a financial success – a consistently strong business with world-class facilities and an outstanding safety record. YVR continues to grow its passenger and airline partner base, year over year. The Canadian Airport Model has created a true success story at Vancouver International Airport.

The Canadian Airport Model remains enviable template for airport management and governance, delivering the best results for the Canadian economy, for Canadian communities, for Canadian airlines and for Canadian passengers. Moving to a share capital model would be an irreversible mistake.

[i] Pathways: Connecting Canada's Transportation System to the World, Volume 1, pp 194.

[ii] Canadian Airports: Yesterday, Today and Tomorrow/A Review of the Case for Privatization of Canadian Airports and the Related Systems of Corporate Structure, Governance and Finances, Calgary Airport Authority Aug 2016. UNINTENDED CONSEQUENCES" A COMMENTARY RESPONSE TO RECOMMENDATION 3(B) – CHAPTER 9 OF "PATHWAYS: CONNECTING CANADA'S TRANSPORATION SYSTEM TO THE WORLD" Edmonton Airport Authority Aug 2016. Letter to the Minister of Transport, Halifax Airport Authority, 19 Aug 2016.

[iii] Share Capitalization of Canadian Airports, Vancouver Airport Authority, 22 Aug 2016.

[iv] Pathways: page 185

[v] Ibid. pp 186

[vi] Ibid. pp 193

[vii] http://vancouver.24hrs.ca/2014/08/20/vancouver-airport-named-most-efficient

[viii] Air Canada News Release, July 8, 2015.

[ix] BC's most loved brands, Business in Vancouver Magazine, 28 Jan 2015

City of Richmond

Report to Committee

To:	General Purposes Committee	**Date:**	November 18, 2016
From:	David Weber Director City Clerk's Office	**File:**	05-1400-01/2016-Vol 01
Re:	**Appointment of Acting Corporate Officer**		

Staff Recommendation

That Claudia Jesson, Manager, Legislative Services, be appointed as an Acting Corporate Officer for the purposes of carrying out statutory duties prescribed in section 148 of the Community Charter in the absence of, or as directed by, David Weber, Director, City Clerk's Office (Corporate Officer).

David Weber
Director City Clerk's Office
(604-276-4098)

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

Staff Report

Origin

Traditionally, the Manager, Legislative Services has also been appointed as an Acting Corporate Officer for the City of Richmond in order to ensure appropriate continuity of City business, to maintain customer service and to provide proper coverage in the City Clerk's Office in the absence of, or as directed by, the Corporate Officer / Director, City Clerk's Office.

The appointment of an Acting Corporate Officer, which is a common practice in municipalities, facilitates a more efficient approach to a variety of required administrative work including the execution of agreements, contracts and land title documents, the acceptance of notices served on the City as required by statute, the certification of bylaws, meeting minutes and other City records and attendance at City Council meetings and Public Hearings as a (Acting) Corporate Officer.

The position of Manager, Legislative Services was recently filled by Claudia Jesson who comes to the City of Richmond with 15 years experieince in similar roles in other lower mainland municipalities. Ms. Jesson's appointment as an Acting Corporate Officer should be considered in order to maintain appropriate service levels.

Financial Impact

None.

Conclusion

The appointment of Claudia Jesson as an Acting Corporate Officer will provide the City Clerk's Office with an appropriate level of service and coverage and will ensure continuity of key business processes.

David Weber
Director City Clerk's Office
(604-276-4098)

City of Richmond

Report to Committee

To:	General Purposes Committee	**Date:**	November 16, 2016
From:	David Weber Director, City Clerk's Office	**File:**	01-0105-01
Re:	**2017 Council and Committee Meeting Schedule**		

Staff Recommendation

That the 2017 Council and Committee meeting schedule as shown in Attachment 2 to the staff report dated November 16, 2016, from the Director, City Clerk's Office, be approved with the following revisions:

(1) That the Regular Council meetings (open and closed) of August 14, August 28 and December 27, 2017 be cancelled;

(2) That the August 21, 2017 Public Hearing be re-scheduled to September 5, 2017 at 7:00 p.m. in the Council Chambers at Richmond City Hall;

(3) That the Regular Council meetings (open and closed) of September 25, 2017 be cancelled and that a Special Council meeting be called in conjunction with the last Committee meeting during the week prior, if necessary, in order to avoid a meeting conflict with the 2017 Union of BC Municipalities (UBCM) convention; and

(4) That the Council and Committee meeting schedule be adjusted annually for the Union of BC Municipalities (UBCM) and Federation of Canadian Municipalities (FCM) conventions if these events are scheduled in a manner that conflicts with the usual meeting schedule.

David Weber
Director, City Clerk's Office
(604-276-4098)

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

Staff Report

Origin

Under the *Community Charter* and the Council Procedures Bylaw, Council must provide for advance public notice of Council and Committee meetings and, at least once per year, advertise the availability of the Council meeting schedule. Accordingly, the 2017 Council meeting schedule is being presented at this time to provide certainty and advance notice of Council's regular meeting schedule.

Analysis

August Meeting Break

In accordance with the Council Procedures Bylaw No. 7560, Council resolutions are required for any changes to the prescribed Council meeting schedule. Therefore, to accommodate the August meeting break, it is recommended that the open and closed Regular Council meetings of August 14 and 28, 2017 be cancelled. Also, as a result of the City Hall closure over the holiday season, it is recommended that the open and closed Regular Council meeting of December 27, 2017 also be cancelled.

Changes to the Committee meeting dates can be altered at the call of the Chair as circumstances arise closer to the dates of the meetings, and do not require a Council resolution. The only change that staff propose to the Committee schedule is a change to the Parks, Recreation and Cultural Services Committee (PRCS) meeting that would normally fall on July 25, 2017, the day after the last Council meeting before the August meeting break. Instead, and in order for Council to consider any recommendations from this meeting at the Regular Council meeting of July 24, 2017, it is proposed that the PRCS meeting be moved to the previous Thursday, July 20, 2017.

With regard to the August Public Hearing, and in-keeping with past practice, staff propose that it be re-scheduled from August 21, 2017 to September 5, 2017. This change to the Public Hearing schedule minimizes the delay, due to the August meeting break, for consideration of land use applications that have been given first reading. Typically, there would be no need for a second scheduled Public Hearing during the third week of September.

December Holiday Season

City Hall will be closed Monday, December 25, 2017 and will be re-opening on Tuesday, January 2, 2018 in recognition of the holiday season. Staff propose that the December 27, 2017 PRCS meeting be moved to December 20, 2017 – immediately following Public Works and Transportation Committee. A Special Council meeting would likely be called in conjunction with the last Committee meetings of the year in order to deal with any business arising from the Committees that is of a time-sensitive nature.

Union of BC Municipalities (UBCM) and Federation of Canadian Municipalities (FCM) Conventions

Many BC municipalities adjust their meeting schedules annually to avoid conflicts with the Union of BC Municipalities and Federation of Canadian Municipalities conventions. This allows council members the flexibility to attend those annual general meetings and conventions without causing quorum or meeting attendance problems back in their home municipalities. Attendance at the conventions also provide an opportunity for elected officials to participate in educational sessions, to network, to lobby senior government officials, and to discuss and share ideas and solutions with colleagues on a broad range of issues affecting municipalities. Staff surveyed the larger lower mainland municipalities and discovered that Richmond is the only large municipality in Metro Vancouver that does not accommodate these municipal conventions by adjusting its meeting schedule (see Table 1).

Table 1: Metro Vancouver Municipalities – Meeting Schedules and UBCM / FCM Conventions

Metro Vancouver Jurisdiction	Are meetings scheduled during week of UBCM Convention?	Are meetings scheduled during week of FCM Convention?
Burnaby	No meetings scheduled	No meetings scheduled
Coquitlam	No meetings scheduled	No meetings scheduled
Delta	No meetings scheduled	No meetings scheduled
Langley (City)	No meetings scheduled	No meetings scheduled
Langley (Township)	No meetings scheduled	No meetings scheduled
Maple Ridge	No meetings scheduled	No meetings scheduled
New Westminster	No meetings scheduled	No meetings scheduled
North Vancouver (City)	No meetings scheduled	No meetings scheduled
North Vancouver (District)	No meetings scheduled	No meetings scheduled
Port Coquitlam	No meetings scheduled	Yes
Port Moody	No meetings scheduled	No meetings scheduled
Richmond	**Yes**	**Yes**
Surrey	No meetings scheduled	No meetings scheduled
Vancouver	No meetings scheduled	No meetings scheduled
West Vancouver	No meetings scheduled	No meetings scheduled

The Federation of Canadian Municipalities annual convention is typically scheduled from Thursday through to a Monday in early June and the Union of BC Municipalities convention is typically scheduled from Monday through to a Friday in September of each year. Schedule adjustments can be made by shifting meetings ahead or back by a week if practical, by cancelling meetings, or by scheduling a special council meeting in conjunction with the last Committee meeting during a given week to deal with any items arising from the Committees as is done during the last week of Committee meetings prior to the winter holiday break.

In 2017, no schedule change would be necessary in Richmond to accommodate the FCM convention as the 2017 convention is scheduled during a week that would otherwise have no meetings scheduled (a "fifth week") and wraps-up on Sunday (June 4, 2017). The 2017 convention would not conflict with Council's usual meeting schedule.

The Union of BC Municipalities convention is scheduled for September 25-29, 2017 and if the meeting schedule were to be adjusted to accommodate the convention, the Parks, Recreation and Cultural Services Committee could be moved to the previous Wednesday and held in conjunction with the Public Works and Transportation Committee meeting. In addition, a Special Council meeting could be called on the same day (September 20) in order to ratify any matters arising from the Committee meetings that week. This would mirror the approach that is proposed for the last week of meetings in December 2017. A draft meeting schedule for 2017 is provided in Attachment 2 (Option 2) which includes schedule changes to accommodate the Union of BC Municipalities convention.

Financial Impact

None.

Conclusion

It is recommended that the 2017 Council and Committee meeting schedule be approved with the suggested allowances for the Regular Council meeting break in August, and the holiday season in December, on the understanding that a Special Council meeting can be called with 24 hours' notice should any unusual or urgent circumstances arise outside of the usual schedule. Such a meeting may be facilitated using a conference call, as permitted by the Council Procedures Bylaw No. 7560, for those Council members who wish to participate but are unable to attend in person. The meeting schedule shown as Option 1 reflects the usual changes for the August and winter meeting break (Attachment 1).

Additionally, staff recommend that the 2017 meeting schedule be adjusted to accommodate the Union of BC Municipalities convention and that the meeting schedule be adjusted annually thereafter for the UBCM and FCM conventions if these events are scheduled in a manner that conflicts with the usual Council and Committee schedule. The meeting schedule shown as Option 2 (Attachment 2) reflects the usual changes for the August and winter meeting break in addition to incorporating changes for the 2017 UBCM convention.

David Weber
Director, City Clerk's Office
(604-276-4098)

Att. 1: Proposed 2017 Council and Committee Meeting Schedule (Option 1)
Att. 2: Proposed 2017 Council and Committee Meeting Schedule with Adjustments for the UBCM (Option 2)

DRAFT - 2017 MEETING SCHEDULE - OPTION 1

JANUARY

SUN	MON	TUE	WED	THU	FRI	SAT
1	STAT 2	GP FC 3	PC 4	5	6	7
8	CO 9	CS 10	DP 11	12	13	14
15	GP PH 16	PC 17	PWT 18	19	20	21
22	CO 23	PRC 24	DP 25	26	27	28
29	30	31				

FEBRUARY

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	GP FC 6	PC 7	8	9	10	11
12	STAT 13	CO 14	CS DP 15	16	17	18
19	GP PH 20	PC 21	PWT 22	23	24	25
26	CO 27	PRC 28				

MARCH

SUN	MON	TUE	WED	THU	FRI	SAT
			DP 1	2	3	4
5	GP FC 6	PC 7	8	9	10	11
12	CO 13	CS 14	DP 15	16	17	18
19	GP PH 20	PC 21	PWT 22	23	24	25
26	CO 27	PRC 28	DP 29	30	31	

APRIL

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	GP FC 3	PC 4	5	6	7	8
9	CO 10	CS 11	DP 12	13	STAT 14	15
16	STAT 17	GP PH 18	PC 19	PWT 20	21	22
23	CO 24	PRC 25	DP 26	27	28	29
30						

MAY

SUN	MON	TUE	WED	THU	FRI	SAT
	GP FC 1	PC 2	3	4	5	6
7	CO 8	CS 9	DP 10	11	12	13
14	GP PH 15	PC 16	PWT 17	18	19	20
21	STAT 22	CO 23	PRC DP 24	25	26	27
28	29	30	31			

JUNE

SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	GP FC 5	PC 6	7	8	9	10
11	CO 12	CS 13	DP 14	15	16	17
18	GP PH 19	PC 20	PWT 21	22	23	24
25	CO 26	PRC 27	DP 28	29	30	

JULY

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	STAT 3	GP FC 4	PC 5	6	7	8
9	CO 10	CS 11	DP 12	13	14	15
16	GP PH 17	PC 18	PWT 19	PRC 20	21	22
23	CO 24	25	DP 26	27	28	29
30	31					

AUGUST

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	STAT 7	8	DP 9	10	11	12
13	14	15	16	17	18	19
20	21	22	DP 23	24	25	26
27	28	29	30	31		

SEPTEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	STAT 4	GP FC PH 5	PC 6	7	8	9
10	CO 11	CS 12	DP 13	14	15	16
17	GP 18	PC 19	PWT 20	21	22	23
24	CO 25	PRC 26	DP 27	28	29	30

OCTOBER

SUN	MON	TUE	WED	THU	FRI	SAT
1	GP FC 2	PC 3	4	5	6	7
8	STAT 9	CO 10	CS DP 11	12	13	14
15	GP PH 16	PC 17	PWT 18	19	20	21
22	CO 23	PRC 24	DP 25	26	27	28
29	30	31				

NOVEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	GP FC 6	PC 7	8	9	10	11
12	STAT 13	CO 14	CS 15	DP 16	17	18
19	GP PH 20	PC 21	PWT 22	23	24	25
26	CO 27	PRC 28	DP 29	30		

DECEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	GP FC 4	PC 5	6	7	8	9
10	CO 11	CS 12	DP 13	14	15	16
17	GP PH 18	PC 19	PWT PRC CO 20 *	21	22	23
24	STAT 25	STAT 26	27	28	29	30
31	STAT 1 JAN	2 JAN	*Special Council Meeting			

November 21, 2017

- **CO** Regular Council Mtg., **7:00pm**
  Regular (Closed) Council Mtg., **4:00pm**
- **CS** Community Safety, **4:00pm**
- **DP** Development Permit Panel, **3:30pm**
- **FC** Finance, following 1st General Purposes Meeting of each month
- **GP** General Purposes, **4:00pm**
- **PC** Planning, **4:00pm**
- **PH** Public Hearing, **7:00pm**
- **PRC** Parks, Recreation & Cultural Services, **4:00pm**
- **PWT** Public Works & Transportation, **4:00pm**

Note: All meeting dates are subject to change.

DRAFT - 2017 MEETING SCHEDULE - OPTION 2

JANUARY

SUN	MON	TUE	WED	THU	FRI	SAT
1	STAT 2	GP FC 3	PC 4	5	6	7
8	CO 9	CS 10	DP 11	12	13	14
15	GP PH 16	PC 17	PWT 18	19	20	21
22	CO 23	PRC 24	DP 25	26	27	28
29	30	31				

FEBRUARY

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	GP FC 6	PC 7	8	9	10	11
12	STAT 13	CO 14	CS DP 15	16	17	18
19	GP PH 20	PC 21	PWT 22	23	24	25
26	CO 27	PRC 28				

MARCH

SUN	MON	TUE	WED	THU	FRI	SAT
			DP 1	2	3	4
5	GP FC 6	PC 7	8	9	10	11
12	CO 13	CS 14	DP 15	16	17	18
19	GP PH 20	PC 21	PWT 22	23	24	25
26	CO 27	PRC 28	DP 29	30	31	

APRIL

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	GP FC 3	PC 4	5	6	7	8
9	CO 10	CS 11	DP 12	13	STAT 14	15
16	STAT 17	GP PH 18	PC 19	PWT 20	21	22
23	CO 24	PRC 25	DP 26	27	28	29
30						

MAY

SUN	MON	TUE	WED	THU	FRI	SAT
	GP FC 1	PC 2	3	4	5	6
7	CO 8	CS 9	DP 10	11	12	13
14	GP PH 15	PC 16	PWT 17	18	19	20
21	STAT 22	CO 23	PRC DP 24	25	26	27
28	29	30	31			

JUNE

SUN	MON	TUE	WED	THU	FRI	SAT
				FCM 1	FCM 2	FCM 3
FCM 4	GP FC 5	PC 6	7	8	9	10
11	CO 12	CS 13	DP 14	15	16	17
18	GP PH 19	PC 20	PWT 21	22	23	24
25	CO 26	PRC 27	DP 28	29	30	

JULY

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	STAT 3	GP FC 4	PC 5	6	7	8
9	CO 10	CS 11	DP 12	13	14	15
16	GP PH 17	PC 18	PWT 19	PRC 20	21	22
23	CO 24	25	DP 26	27	28	29
30	31					

AUGUST

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	STAT 7	8	DP 9	10	11	12
13	14	15	16	17	18	19
20	21	22	DP 23	24	25	26
27	28	29	30	31		

SEPTEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	STAT 4	GP FC PH 5	PC 6	7	8	9
10	CO 11	CS 12	DP 13	14	15	16
17	GP 18	PC 19	PWT PRC CO 20 *	21	22	23
24	UBCM 25	UBCM 26	DP UBCM 27	UBCM 28	UBCM 29	30

*Special Council Meeting

OCTOBER

SUN	MON	TUE	WED	THU	FRI	SAT
1	GP FC 2	PC 3	4	5	6	7
8	STAT 9	CO 10	CS DP 11	12	13	14
15	GP PH 16	PC 17	PWT 18	19	20	21
22	CO 23	PRC 24	DP 25	26	27	28
29	30	31				

NOVEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	GP FC 6	PC 7	8	9	10	11
12	STAT 13	CO 14	CS 15	DP 16	17	18
19	GP PH 20	PC 21	PWT 22	23	24	25
26	CO 27	PRC 28	DP 29	30		

DECEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	GP FC 4	PC 5	6	7	8	9
10	CO 11	CS 12	DP 13	14	15	16
17	GP PH 18	PC 19	PWT PRC CO 20 *	21	22	23
24	STAT 25	STAT 26	27	28	29	30
31	STAT 1 JAN	2 JAN				

*Special Council Meeting

November 21, 2017

- **CO** Regular Council Mtg., **7:00pm**
  Regular (Closed) Council Mtg., **4:00pm**
- **CS** Community Safety, **4:00pm**
- **DP** Development Permit Panel, **3:30pm**
- **FC** Finance, following 1st General Purposes Meeting of each month
- **GP** General Purposes, **4:00pm**
- **PC** Planning, **4:00pm**
- **PH** Public Hearing, **7:00pm**
- **PRC** Parks, Recreation & Cultural Services, **4:00pm**
- **PWT** Public Works & Transportation, **4:00pm**
- **FCM** FCM
- **UBCM** UBCM

Note: All meeting dates are subject to change.

REVISED

DRAFT - 2017 MEETING SCHEDULE - OPTION 2

JANUARY

SUN	MON	TUE	WED	THU	FRI	SAT
1	STAT 2	GP FC 3	PC 4	5	6	7
8	CO 9	CS 10	DP 11	12	13	14
15	GP PH 16	PC 17	PWT 18	19	20	21
22	CO 23	PRC 24	DP 25	26	27	28
29	30	31				

FEBRUARY

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	GP FC 6	PC 7	8	9	10	11
12	STAT 13	CO 14	CS DP 15	16	17	18
19	GP PH 20	PC 21	PWT 22	23	24	25
26	CO 27	PRC 28				

MARCH

SUN	MON	TUE	WED	THU	FRI	SAT
			DP 1	2	3	4
5	GP FC 6	PC 7	8	9	10	11
12	CO 13	CS 14	DP 15	16	17	18
19	GP PH 20	PC 21	PWT 22	23	24	25
26	CO 27	PRC 28	DP 29	30	31	

APRIL

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	GP FC 3	PC 4	5	6	7	8
9	CO 10	CS 11	DP 12	13	STAT 14	15
16	STAT 17	GP PH 18	PC 19	PWT 20	21	22
23	CO 24	PRC 25	DP 26	27	28	29
30						

MAY

SUN	MON	TUE	WED	THU	FRI	SAT
	GP FC 1	PC 2	3	4	5	6
7	CO 8	CS 9	DP 10	11	12	13
14	GP PH 15	PC 16	PWT 17	18	19	20
21	STAT 22	CO 23	PRC DP 24	25	26	27
28	29	30	31			

JUNE

SUN	MON	TUE	WED	THU	FRI	SAT
				FCM 1	FCM 2	FCM 3
FCM 4	GP FC 5	PC 6	7	8	9	10
11	CO 12	CS 13	DP 14	15	16	17
18	GP PH 19	PC 20	PWT 21	22	23	24
25	CO 26	PRC 27	DP 28	29	30	

JULY

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	STAT 3	GP FC 4	PC 5	6	7	8
9	CO 10	CS 11	DP 12	13	14	15
16	GP PH 17	PC 18	PWT 19	PRC 20	21	22
23	CO 24	25	DP 26	27	28	29
30	31					

AUGUST

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	STAT 7	8	DP 9	10	11	12
13	14	15	16	17	18	19
20	21	22	DP 23	24	25	26
27	28	29	30	31		

SEPTEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	STAT 4	GP FC PH 5	PC 6	7	8	9
10	CO 11	CS 12	DP 13	14	15	16
17	GP 18	PC 19	PWT PRC 20	21	22	23
24	CO UBCM 25	UBCM 26	DP UBCM 27	UBCM 28	UBCM 29	30

OCTOBER

SUN	MON	TUE	WED	THU	FRI	SAT
1	GP FC 2	PC 3	4	5	6	7
8	STAT 9	CO 10	CS DP 11	12	13	14
15	GP PH 16	PC 17	PWT 18	19	20	21
22	CO 23	PRC 24	DP 25	26	27	28
29	30	31				

NOVEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	GP FC 6	PC 7	8	9	10	11
12	STAT 13	CO 14	CS 15	DP 16	17	18
19	GP PH 20	PC 21	PWT 22	23	24	25
26	CO 27	PRC 28	DP 29	30		

DECEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	GP FC 4	PC 5	6	7	8	9
10	CO 11	CS 12	DP 13	14	15	16
17	GP PH 18	PC 19	PWT PRC CO 20 *	21	22	23
24	STAT 25	STAT 26	27	28	29	30
31	STAT 1 JAN	2 JAN				

*Special Council Meeting

December 6, 2016

DRAFT

- **CO** Regular Council Mtg., **7:00pm**
  Regular (Closed) Council Mtg., **4:00pm**
- **CS** Community Safety, **4:00pm**
- **DP** Development Permit Panel, **3:30pm**
- **FC** Finance, following 1st General Purposes Meeting of each month
- **GP** General Purposes, **4:00pm**
- **PC** Planning, **4:00pm**
- **PH** Public Hearing, **7:00pm**
- **PRC** Parks, Recreation & Cultural Services, **4:00pm**
- **PWT** Public Works & Transportation, **4:00pm**
- **FCM** FCM
- **UBCM** UBCM

Note: All meeting dates are subject to change.

City of Richmond

Report to Committee

To:	General Purposes Committee	**Date:**	November 29, 2016
From:	Jim V. Young, P. Eng. Senior Manager, Capital Buildings Project Development	**File:**	06-2045-01/2016-Vol 01
	Serena Lusk Senior Manager, Recreation and Sport Services		
Re:	**Richmond Major Facilities Projects**		

Staff Recommendation

That $2,000,000 for Advanced Planning and Design for Major Facilities Projects be considered in the 2017 Capital Budget process, as outlined in the staff report titled "Richmond Major Facilities Projects" dated November 29, 2016 from the Senior Manager, Capital Buildings Project Development and the Senior Manager, Recreation and Sport Services.

Jim V. Young

Jim V. Young, P. Eng.
Senior Manager
Capital Buildings Project Development
(604-247-4610)

Serena

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

Att. 1

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Arts, Culture & Heritage	☑	
Development Applications	☑	
Finance Department	☑	
Parks Services	☑	
Real Estate Services	☑	
Richmond Public Library	☑	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	**INITIALS:** DW	**APPROVED BY CAO**

Staff Report

Origin

The City currently provides a broad and multifaceted range of services to meet the public's needs. A forecasted population growth to 280,000 by 2041 suggests the necessity of identifying future facility needs and priorities, in an effort to maintain the current level of service to the public and potential for increased demand in some planning areas. It is also necessary to understand the functional adequacy and condition of current City buildings to maintain the current level of service into the future.

The purpose of this report is to advise Council that staff will be submitting a funding request through the 2017 Capital Program for advanced planning and design of the City's priority facility needs.

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 #3 A Well-Planned Community:

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

This report supports Council's 2014-2018 Term Goal #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.*

Background

In 2009, Council endorsed the priority facilities in the City of Richmond Corporate Facilities Implementation Plan. Since then, the following projects have been completed or are in progress:

- Fire Hall No. 1 (Brighouse) – In progress with expected completion in 2017;
- RCMP Community Safety Building – Complete;
- City Centre Community Centre (Firbridge) – Complete;
- Minoru Place Activity Centre (Seniors Centre) – In progress with expected construction completion at the end of 2017;
- Minoru Aquatic Centre – In Progress with expected construction completion at the end of 2017; and
- Hamilton Community Space – Complete.

There have also been several other significant facility replacement/improvement projects completed since 2000, examples of which include the RCMP building, Fire Halls 2, 3 (in progress), 4, 5, 6 and 7, City Center Community Police Station, Gymnastics Facility and West Richmond Community Centre.

Analysis

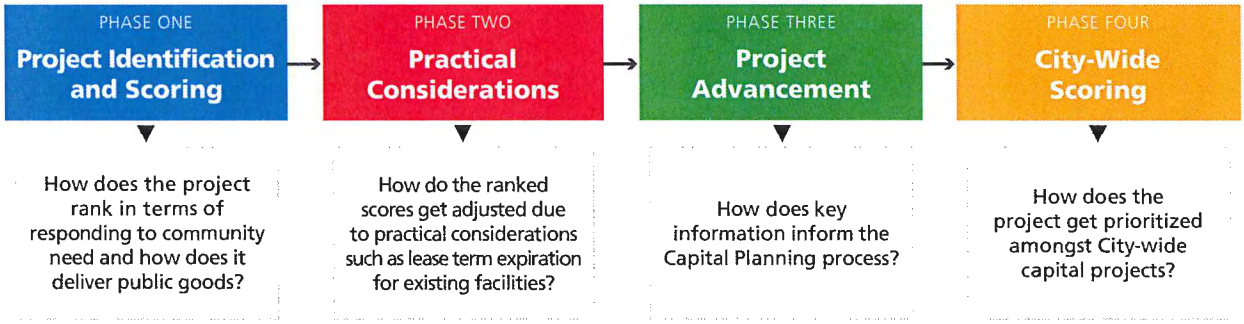
The City currently has an inventory of 148 facilities which are critical to the delivery of a broad range of services to the public. The majority of the City's facilities are community services related, including community centres, parks buildings, sports related facilities, childcare amenities, wellness facilities and arts, culture and heritage buildings. The remaining City facilities are generally related to community safety, engineering and public works services.

Several of the City's facilities are unique in the Metro Vancouver area and establish an important and positive cultural or iconic identity, such as those with heritage status (Branscombe House, Seine Net Loft, etc.), the Richmond Olympic Oval, and the pending Minoru Complex and Fire Halls No. 1 and 3.

Facility Needs Assessment

New major facilities construction and/or major renovations, and the associated costs of operating and maintaining facilities in good condition, represent a significant impact to the City's annual budgeting processes and short, medium and long range financial planning. Each City department that has facility needs related to directly offering programs or offering programs in conjunction with a community group has completed a process to identify and prioritize future needs and to determine the associated costs, risks and opportunities. In particular, the Community Services Division undertook a facility needs assessment and strategic planning process which included the following steps:

Figure 1: Community Services Facility Evaluation Framework



A more comprehensive description of the Community Services facility planning process is included in Attachment 1.

In addition to the facility needs assessment and strategic planning process and in response to the referral, "the space issue in the Steveston Community Centre and/or replacement of the Steveston Community Centre, including development partnerships (e.g. Vancouver Coastal Health, the Buddhist Church, etc.), other City property, or other options and report back to

Committee within 12 months," staff undertook a separate space needs study to review the specific needs related to the Steveston Community Centre. The study was conducted in consultation with the Steveston Community Society as well as other key stakeholders in the Steveston area and came to the following four conclusions:

1. That the current Steveston Community Centre is undersized, outdated and does not meet modern user expectations

2. That a replacement facility is required for the Steveston Community Centre.

3. That a replacement facility should be located on the Steveston Park site.

4. That the branch library and Steveston Community Centre should continue to be co-located.

All department facility needs were identified and assessed using the corporate capital ranking criteria (Table 1 below) and by using a series of reports and staff workshops to prioritize projects from a corporate perspective.

Table 1: Corporate Capital Ranking Criteria

Priority Projects

Through this process, the City's top five priority major facility projects for 2016 – 2026 have been identified. Table 2 below outlines the projects and their estimated concept level capital costs.

Table 2 - Priority Major Facilities Projects (2016-2026)

Project	Concept Level Capital Cost* (2016 $)
City Centre Community Centre North (developer funded)	$0.9-$1.3
Steveston Community Centre and Branch Library	$40-$54M
Lawn Bowling Clubhouse	$1-$3.2M
Britannia Shipyards National Historic Site and Phoenix Net Loft	$6.8-$8.3M
Richmond Animal Shelter	$5-$8M
Total	$53.7-$74.8M

*Estimates are based on conceptual possibilities only. Once preliminary planning and design has been completed, the capital and operating budget impact costs related to program options will be developed for Council consideration.

Next Steps

Staff will prepare a 2017 Capital Program submission for Council consideration to fund the advanced planning and preliminary design stage of the City's top priority projects, with the exception of City Centre Community Centre North, which is expected to be funded by the developer, should the rezoning application (RZ 12-603040) reach final adoption.

Completion of the Advanced Design and Preliminary Planning stage of the priority major facility projects will allow staff to prepare reports for Council consideration on milestones that are fundamental to taking the next steps leading to project delivery. While each project will have its unique considerations, the generalities of completing the advanced design and preliminary planning stage would be completion of a needs assessment/concept program and development of a preliminary public consultation program. With this information, staff can then proceed to prepare options for the facility size/location, refine capital and operating costs and be in a position to prepare a report(s) to Council for consideration. It is anticipated that specialized consultants will be required throughout this stage.

In general, once the Advanced Design and Preliminary Planning process is complete and reports have been adopted by Council, staff would then proceed with detailed design starting with concept development leading to issue of construction drawings. Council will again be presented with reports to make key milestone decisions such as space program, form and character, etc., all of which will be fundamental to moving forward. Finalization of a public consultation program

as approved by Council would also proceed, followed by roll-out. As the design progresses, staff will also be able to identify the site enabling conditions that may be present, i.e., demolition of existing buildings, preload requirement, etc., and potentially commence this work. The last step would be tendering and construction leading to Occupancy.

Depending on the type and size of facility, the timeframe to reach the point of Occupancy on a major project typically ranges from 3 to 7 years and there are several milestone decision points required of Council along the way.

Also, as part of the advanced planning and preliminary design process, staff will explore opportunities that may result in cost savings and/or space/programming efficiencies through partnering with other government and/or private sector organizations. The Steveston Community Centre and Branch Library project in particular may have this partnership potential. Any recommendations that may be identified will be presented to Council for consideration as part of the advanced planning and preliminary design process.

It is also possible that new facility priorities will emerge with the passage of time (i.e., from opportunities that may present themselves through development, lease agreements, sale of land, etc.). If this is the case, staff will prepare a separate report(s) for Council consideration to pursue these opportunities as they arise, including the possibility of requiring additional advanced planning and design funding.

Financial Impact

A $2,000,000 capital project for advanced planning and preliminary design will be submitted to the 2017 capital budget process for Council consideration.

Conclusion

The City's top priority future facility projects have been identified through a comprehensive process utilizing capital program decision criteria, reports and a series of staff workshops. Staff will prepare a 2017 capital program submission to fund the Advanced Planning and Design stage of the City's top priority projects.

Jim V. Young

Serena

Jim V. Young, P. Eng.
Senior Manager
Capital Buildings Project Development
(604-247-4610)

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

Att. 1: Departmental Facility Planning Process – Community Services

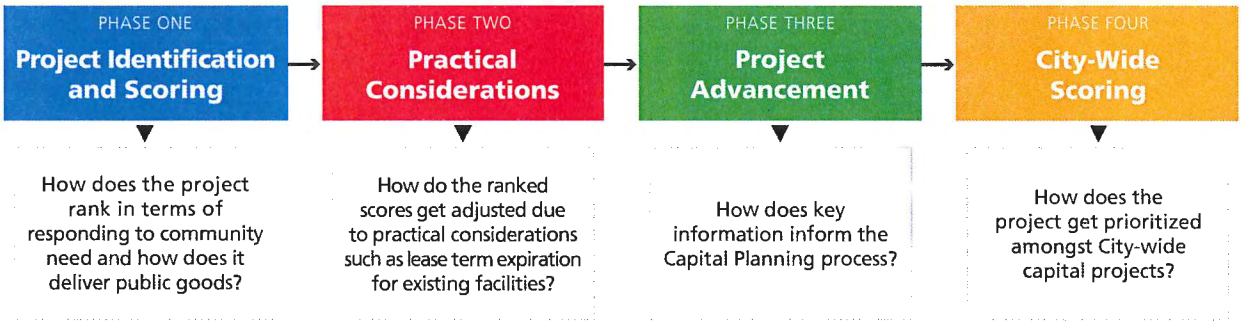
5174871

Departmental Facility Planning Process – Community Services

Staff were directed through a number of referrals to examine Community Services facilities. In order to address all the referrals in a strategic manner, staff undertook a process to develop a framework to identify and rank potential projects and present those projects within a strategic plan.

In the fall of 2015, the City undertook a study to develop a Facilities Strategic Plan. The plan involved a review of the 2007 Facilities Strategic Plan, Evaluation Framework and Evaluation Toolkit, as well as additional research that included analyzing market trends, best practices, City of Richmond strategic documents, and interviews with key stakeholders. The study resulted in a revised Community Services Facility Evaluation Framework, presented below in Figure 1. The framework provides a structured and replicable approach to systematically score and prioritize Community Services projects.

Figure 1: Revised Community Services Facility Evaluation Framework



In Phase 1, each project to be considered for inclusion should address community need or deliver public goods. For the 2015 process, staff generated a list of projects for future consideration. The projects were identified from the following sources:

- Council referrals;
- Strategic planning documents, including the 2007 PRCS Facilities Strategic Plan;
- Lease documents; and
- Facility condition evaluations.

The scoring component in Phase 1 most closely resembles the 2007 Evaluation Toolkit. The 2007 Evaluation Framework and Facilities Strategic Plan utilized nine criteria to prioritize projects through a relative ranking process. The 2015 updated process preserves many of the original criteria, while expanding the list to include additional decision making considerations. In employing a broader list of criteria, the process allows each project to be individually scored, rather than ranked, based on a more fulsome set of grading metrics. The result is a ranked list of projects.

The expanded list of nine criteria, presented in the form of questions, was developed to score and rank potential facility projects:

1. *Does the project respond to identified needs outlined in reliable, City sponsored or recognized community consultation and/or research (e.g., endorsed City service area strategies, the most recent Community Needs Assessment, project specific feasibility studies, etc.)?*
2. *Does the project maintain existing functionality or sustain existing infrastructure or would the project introduce a new amenity into the market?*
3. *Does the project respond to experienced and/or expected growth and demographic change (i.e., does the project maintain service levels in the context of growing target markets)?*
4. *Is the project congruent with observed or known recreation, sport, culture, heritage, leisure, education and learning, community and personal development and facility use trends and leading practices?*
5. *Does the project create a municipal legacy and encourage a sense of place (i.e., does the project profile reflect community heritage and history or enhance community pride)?*
6. *Does the project provide equitable opportunities for access (including geographical balance and public accessibility)?*
7. *What initial/high level net public subsidy will the project require? Note that this criterion is meant to be general at this stage of planning and will be presented in more detail during the feasibility and business planning stages of the process.*
8. *Does the project promote service balance/focus (i.e., if there is a perceived imbalance between overall service levels in arts and cultural spaces vs. heritage spaces vs. parks spaces vs. recreation and sports space, then does this project correct the perceived imbalance)?*
9. *Does the project result in a significant expected increase in efficiency of service delivery (i.e., does the project result in a much more effective delivery of a service or services)?*

City of Richmond

Report to Committee

To:	Finance Committee	**Date:**	November 30, 2016
From:	Cathryn Volkering Carlile General Manager, Community Services	**File:**	03-0970-25/2016-Vol01
Re:	**2017 Operating Budgets for Richmond Public Library**		

Staff Recommendation

1. That the 2017 Richmond Public Library budget of $8,994,000 as presented in Attachment 1 from the Chief Librarian and the Secretary to the Board, be approved.

2. That the Richmond Public Library branch hours be restored to 2015 levels by utilizing savings within the library budget and augmented by City contingency accounts, with no additional tax impact.

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

Att.1

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Finance Department	☑	
REVIEWED BY SMT	**INITIALS:**	**APPROVED BY CAO**

Staff Report

Origin

At the regular Richmond City Council meeting of Nov 14, 2016, Council approved the following:

1. ***"That the Richmond Public Library Board be requested to submit a same level of service budget for 2017 that maintains current levels of service, while limiting the increase in the municipal contributions to 2.1%, consistent with the Long Term Financial Management Strategy; and***

2. ***That the impact of additional levels of service proposed by the Richmond Public Library be considered in the 2017 Budget process."***

Also, in accordance with the BC Library Act, Section 10(1), the Richmond Public Library Board must prepare and submit to City Council its 2017 budget for providing Library Services on or before March 1, 2017.

This report proposes the Richmond Public Library's 2017 operating budget in line with the above requirements as per the Act and Council direction.

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

The Richmond Public Library proposed 2017 operating budget (Attachment 1) responds to a changing Library environment where revenues are flattening and costs are increasing. In addition, interest in reinstating Library branch hours to 2015 levels had been expressed and in a previous report, Library staff indicated that branch hours could be restored for an additional $200,000.

Over the past weeks, Finance staff worked closely with the Library to identify options available in order to restore the branch hours to 2015 levels. This examination led to a total of $133,600 in

savings found within existing Library budgets through delayed replacements and adjustment in auxiliary staff hours.

To attain the amount necessary to reinstate branch hours, staff recommends that the remaining $66,400 be funded by the City through a reduction in existing contingency accounts.

Therefore, the full $200,000 to restore branch hours which is the Library's and City's top priority can be funded within existing Library and City budgets, with no additional tax impact.

The base 2017 Library budget is increased overall by $183,600, a 2.1% increase over 2016 which is within Council's Long Term Financial Management policy. The additional $66,400, supplemented through City contingency, will increase the operating budget to 2.86% increase over 2016 levels.

The attached Library report outlines two other requests for increases; $200,000 for expanded service to children and families and a further $200,000 for expanded services for seniors. Both of these submissions are presented as part of the ongoing Additional Level Requests as part of the City's Proposed 2017 Operating Budget report but are not recommended by senior staff.

Financial Impact

The Richmond Public Library budget has an overall increase of $250,000, a 2.86% increase over 2016.

Conclusion

The proposed 2017 budget recommends a same level of service budget at $8,927,600 plus a City supplement of $66,400 to restore branch hours for a total of $8,994,000 representing a 2.86% increase.

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

CVC:cvc

Att. 1

Richmond Public Library

Report to Committee

To: Finance Committee **Date:** November 18, 2016

From: Greg Buss
Chief Librarian and Secretary to the Board
Richmond Public Library

Re: **2017 Operating and Capital Budgets for Richmond Public Library**

Staff Recommendation

1. That the 2017 Richmond Public Library Operating and Capital budgets as presented in this report dated November 18, 2016 from the Chief Librarian and Secretary to the Board be approved with a same level of service municipal contribution of $8,927,600 representing a 2.1% increase.

2. That additional funding of $66,400 to restore branch hours be approved for a total municipal contribution of $8,994,000 representing a 2.86% increase.

Greg Buss
Chief Librarian and Secretary to the Board
Richmond Public Library
(604-231-6418)

Staff Report

Origin

In accordance with the *BC Library Act, Section 10(1)*, the Richmond Public Library Board must prepare and submit to City Council its 2017 budget for providing library services on or before March 1, 2017. Council must approve the budget with or without amendment. This library staff report details the 2017 Operating and Capital Budgets, which were approved for submission to the City by the Library Board at its September 28, 2016 meeting.

Analysis

2017 Outlook

The Library Board continues with the transformation of library services from a primarily print-based information service to a blend of traditional and digital services.

The library's Canada 150 Infrastructure project to permanently establish *The Launchpad* space at Brighouse will begin construction in 2016 with completion anticipated in February 2017. When completed, it will result in a digital services area complete with up-to-date equipment and spaces for training and workshops that will greatly enhance the library's ability to deliver digital services and training.

2017 Operating Budget

Revenues from provincial grants are expected to drop by $10,900 due to the "One Card" operating grant, which is based on declining print circulation. Other provincial grants are expected to remain the same.

Book fines were higher in 2016 due to the fines threshold for stopping borrowing having been lowered to $5 from $10. The increase in fines revenue was a one-time occurrence and a lower amount is expected for 2017.

Non-resident borrowing from other InterLINK libraries is also expected to decline due to the general downward trend in circulation and the Chinese language collection improvements made by other libraries, resulting in a drop in the InterLINK reimbursement revenue of $15,000.

Overall, revenue is expected to drop by $64,000 or -8.03% to $733,300.

For expenditures, salaries and benefits are anticipated to increase by $131,400 or 1.91% to $7,016,800. This increase includes an allowance for step increases and for anticipated contract salary increases, which are currently under negotiation.

Contracts in 2017 have declined by $25,700, as the migration fee of $32,000 for our upgraded online catalogue computer system ended in 2016. That amount has been reallocated to Equipment Purchases to be used to replace aging self-checkout machines, and accounts for the increase in that category.

General and Administration expenses increased by $27,600, mostly due to Subscriptions increasing by $29,000. That increase was due to a $12,400 expense being reallocated from Collections by the auditors and to $16,600 in cost increases from four different suppliers. The increase in Subscriptions has been offset by a reduction in Collections.

Total expenses increased by $119,600 or 1.25% to $9,660,900.

Richmond Public Library
2017 Operating Budget

	2016 Approved Budget	2017 Budget as Submitted	Difference	% Difference
REVENUES				
Provincial Grants	$406,600	$395,700	-$10,900	-2.68%
Book Fines	219,500	183,600	-35,900	-16.36%
Interlink Reimbursement	84,600	69,600	-15,000	-17.73%
Printers & photocopiers	41,600	39,400	-2,200	-5.29%
In House Book Sales	28,900	28,900	0	0.00%
Other Revenue	16,100	16,100	0	0.00%
Total Revenues	$797,300	$733,300	-$64,000	-8.03%
EXPENDITURES				
Total Salaries and Benefits	$6,885,400	$7,016,800	$131,400	1.91%
Contracts	468,200	442,500	-25,700	-5.49%
General and Administration	320,900	348,500	27,600	8.60%
Leases	240,100	240,100	0	0.00%
Utilities	125,800	122,600	-3,200	-2.54%
Supplies	114,000	114,000	0	0.00%
Equipment Purchases	40,200	72,200	32,000	79.60%
Professional Fees and Insurance	20,600	20,700	100	0.49%
Total Operating Expenses	$1,329,800	$1,360,600	$30,800	2.32%
Transfer to Provision - Collection	$1,311,500	$1,274,400	-$37,100	-2.83%
Transfer to Provision - Enterprise Fund	14,600	9,100	-5,500	-37.67%
TOTAL EXPENSES	$9,541,300	$9,660,900	$119,600	1.25%
SUMMARY:				
REVENUE	$797,300	$733,300	-$64,000	-8.03%
EXPENDITURE	$9,541,300	$9,660,900	$119,600	1.25%
NET BUDGET (MUNICIPAL CONTRIBUTION)	$8,744,000	$8,927,600	$183,600	2.10%

2017 Capital Budget

Collection

The library's capital budget for 2016 is $1,274,400, shown under Expenditures – Transfer to Provision – Collection. This is the amount of money the library spends on the acquisition, cataloguing and processing of collection materials including books, videos and e-books. The collection budget for 2017 is down $37,100 from the previous year due to $29,000 being reallocated to subscriptions and a reduction of $8,100 to achieve a municipal contribution increase of 2.1%.

Restoring Branch Hours

The Library Board has as its highest priority the restoration of service hours at the Cambie, Ironwood and Steveston branches to pre-2016 levels. Currently the branches are closed Monday and Friday evenings for a total of 26 hours of service per week. Restoring hours would remove barriers to children, families and seniors unable to access the Brighouse (Main) branch for their library services on these evenings. Cost to restore the hours is $200,000 ongoing.

Library staff have worked closely with the Finance Department to find significant money within the existing library salaries budget as a means to restore the branch hours. The breakdown would be as follows:

- $32,000 reallocated from auxiliary salaries that would not be required due to improved scheduling when regular positions are used to restore hours
- $63,400 reallocated from delayed replacement of permanent positions due to upcoming changes in senior management
- $37,800 reallocated from adjustments to overall salary costs

A total of $133,600 can be re-allocated from the existing library budget leaving $66,400 that would still need to be funded by the City.

Ongoing Additional Level Requests

At the November 7, 2016 Finance Committee meeting the Library Board presented a report with three priorities for additional levels of service should Council be interested in increasing the library's per capita support. The first priority of restoring branch hours can be best met through reallocation of existing funds as described above. The remaining two proposals have been submitted as Additional Level Requests in the 2017 Budget process, as recommended by City staff.

Priority 2: Expanded Service for Children and Families -- $200,000 Ongoing

Services for families with children are core services of public libraries that must continually adapt to meet changing needs. Numerous initiatives are underway which are focused on

increasing the quantity and quality of collections and programs to meet the needs of these growing audiences.

With current staffing levels it is not possible to assign individual staff responsibility for expanded and accessible children's services. The library is not positioned to move as quickly on the development and delivery of these services as it needs to be doing in order to meet community needs.

Increased funding would help ensure that all children in Richmond have equal access to library services, both in our library branches and out in the community, where it is most needed. The proposed increase in spending would significantly expand services and programs for children to branches and deliver programs and services for children in schools, preschools, daycares, community centres, housing complexes/residences, shelters, food banks and other centres in the community, increasing awareness and use of library resources.

Priority 3: Expanded Service for Seniors -- $200,000 Ongoing

Services for seniors are one of the core aspects of public libraries with changing needs. Programs for seniors focusing on technology and digital library resources, among others, need to be expanded. There is a need to develop seniors outreach services, refocus home delivery and expand the library's community volunteer program.

This level of increase will support seniors in accessing library resources in an increasingly digital environment; in participating in intergenerational learning and meaningful volunteer opportunities; by providing access to library resources that support reading and learning for seniors who cannot come to a physical branch; and by increasing awareness and use of specialized collections and resources for seniors.

With expanded outreach, library services and programs will be delivered to seniors where they are in the community. New synergies and partnerships will be developed with community organizations. Access and awareness to library resources and services will be increased. RPL's community volunteer capacity will be increased, supporting greater outreach services to seniors.

Financial Impact

The 2017 library budget has a decrease in revenues of $64,000 (-8.03%) and an increase in expenditures of $119,600 (1.25%).

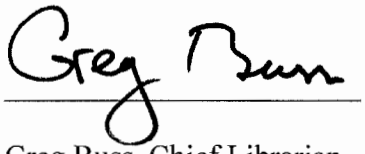
The total municipal contribution for operating and capital is $8,927,600, an increase of $183,600 or 2.10%.

If the recommendation to restore branch hours is accepted the municipal contribution will increase by an additional $66,400 or 0.76%.

Conclusion

This report recommends a same level of service budget with a municipal contribution of $8,927,600 representing a 2.1% increase be approved.

It further recommends that additional funding of $66,400 to restore branch hours for a total municipal contribution of $8,994,000 representing a 2.86% increase be approved.



Greg Buss, Chief Librarian
and Secretary to the Board
Richmond Public Library
(604-231-6418)

City of Richmond

Report to Committee

To:	Finance Committee	**Date:**	October 28, 2016
From:	Jerry Chong, CPA CA Director, Finance	**File:**	03-0985-01/2016-Vol 01
Re:	**2017 Council Community Initiatives One-Time Expenditures**		

Staff Recommendation

That the one-time expenditure requests as outlined in Attachment 1 of the 2017 Council Community Initiatives One-Time Expenditures staff report, be received for information and staff be directed if any amounts should be included in the 5 Year Financial Plan (2017-2021).

Jerry Chong
Director, Finance CPA CA
(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.

Any approved one-time expenditure requests will be included in the 2017-2021 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

2017 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, 2016 is $713,524. Any unallocated amount will remain in the Council Community Initiatives Account for distribution in future years.

The annual gaming revenue budget for 2017 is $18.1M, therefore a total of $362,000 (2% as part of the gaming revenue allocation model) will be allocated toward the Council Community Initiatives Account.

2017 Requests for Funding

There are three Council Community Initiatives expenditure requests received to date totalling $562,000.

All expenditures from this account are at Council's discretion. Any approved one-time expenditure requests will be included in the 5-Year Financial Plan (2017-2021). There is no tax impact from any of the proposed one-time expenditures as funding is available in the Council Community Initiatives Account.

Attachment 1 provides a brief description of the Council Community Initiative requests 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

Any approved one-time expenditure requests will be funded from the Council Community Initiatives Account with no tax impact. The expenditure will be included in the 5-Year Financial Plan (2017-2021).

Conclusion

This report seeks Council's direction on expenditures to be funded from the Council Community Initiatives Account.

Melissa Shiau, CPA, CA
Manager, Financial Planning and Analysis
(604-276-4231)

MS:jy

Att. 1: 2017 Council Community Initiatives Account Requests

2017 Council Community Initiatives Account Requests (in $000s)

Ref	Requested By	Description	$ Requested Amount	Status
1	Community Services	**The Sharing Farm - Tractor** Purchase of a tractor, with a loader, tiller and plow for The Sharing Farm to support their agricultural activities at Terra Nova Rural Park.	$32	Pending Council Decision
2	Community Services	**South Arm Community Centre Fitness Renovation** This South Arm Community Centre renovation will expand the second floor fitness area, increasing the usable fitness space from 3070 square feet to 7835 square feet. This project is estimated to take ten months to complete, commencing in February 2017 and completing in December 2017. The South Arm Community Association is a partner in this project, contributing $500,000 to the building costs and a potential $500,000 grant.	$500	Pending Council Decision
3	Community Services	**Richmond Gateway Theatre Society Sustainability** Richmond Gateway Theatre Society proposes to establish community dialogue mechanisms. Gateway recognises that two-way dialogue with their audience, both English and Chinese-speaking, is key to ongoing success. This includes engaging external expertise to help design and implement platforms to connect with these constituents to understand their perspectives about Gateway and its programming, to discuss how they can build the audience for the long term, and to share their plans and ideas. The intent is not to program by committee, but to understand the audience and build platforms for ongoing discussion. Gateway staff would maintain and develop those platforms in future years, based on the knowledge gained; at present, there is not the expertise in-house to effectively do this work alone.	$30	Pending Council Decision
2017 Council Community Initiatives Total			**$562**	

City of Richmond

Report to Committee

To:	Finance Committee	**Date:**	November 17, 2016
From:	Jerry Chong, CPA, CA Director, Finance	**File:**	03-0985-01/2016-Vol 01
Re:	**2017 Capital Budget**		

Staff Recommendation

1. That the 2017 Capital Budget totalling $102,925,549 be approved and staff authorized to commence the 2017 Capital Projects; and

2. That the 2017 Capital Budget totalling $102,925,549 and the 2018-2021 Capital Projects be included in the 5 Year Financial Plan (2017-2021).

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

App. 10

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Information Technology	☑	
Real Estate Services	☑	
Arts, Culture & Heritage	☑	
Parks Services	☑	
Recreation Services	☑	
Engineering	☑	
Project Development	☑	
Law & Community Safety	☑	
Fire Rescue	☑	
Transportation	☑	
CONCURRENCE OF SMT	**INITIALS:**	**APPROVED BY CAO**

5207753

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 2017 Capital Budget of $102.9M 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 2017 initiatives being recommended to Council.

Infrastructure – $41.0M:

The City's Infrastructure Program funds assets that include: dykes, roads, drainage and sanitary pump stations, drainage, water, and sanitary mains.

The 2017 program includes City Centre Infrastructure Upgrades ($3.2M), Dike Upgrades ($3.0M), Watermain Replacement – Lulu Island North Area ($2.9M), Land Acquisition for a Grease Management Sanitary Facility ($2.5M), River Drive Multi-Use Pathway, No. 4 Road to Van Horne Way ($1.3M), Hamilton Sanitary Sewer and Pump Station Upgrade ($1.7M), water metering program, and pavement upgrades.

Building – $6.3M:

The building program funds major building construction and renovation projects as well as minor facility upgrades.

The 2017 building program includes Advanced Planning and Design for Major Facilities Phase 2 ($2.0M), and South Arm Community Centre Fitness Renovation ($1.5M).

Parks – $9.1M:

Richmond is renowned for its high quality parks and recreation facilities, with over 145 parks totaling approximately 1,950 acres. In addition to the City's parks, Richmond also has 73 kilometers of recreational trails.

The 2017 program includes strategic Parkland Acquisition ($4.0M) to satisfy the OCP objective of maintaining the parks provision standard of 7.66 acres/1000 population, Garden City Lands Phase 2 ($1.2M), Cambie City Centre Park ($1.0M), and London Steveston Park Phase 1 (0.25M).

Land – $16.0M:

The 2017 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 – $11.1M:

The 2017 equipment program, which includes hardware and software, consists of Program Registration & Facility Booking Solution, Digital Strategy Implementation, Server Refresh and WiFi Network Expansion. It also includes fleet and equipment purchases, as well as fire vehicle replacement purchases.

Staff Report

Origin

Subsection 165(1) of the Community Charter requires the City to adopt a Five-Year Financial Plan (5YFP) Bylaw. The 5YFP Bylaw includes operating, utility and capital budgets for the current year (2017) and provides estimates for the remaining years of the five-year program. The 5YFP (2017-2021) 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 2017 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 $2.0 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 2017 Capital Budget and seeks Council review and approval on 2017 recommended projects and the operating expenditures associated with each respective project. The proposed Capital Budget for 2017 is $102.9 million. This report also presents the projects currently planned for years 2018-2021 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 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.

2017 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 source. In addition, the submission is self-ranked using established criteria summarized in Appendix 1. The process behind the 2017-2021 Capital Budget is illustrated in Appendix 2.

The Capital Review Committee which is comprised of Directors/Senior Managers from each City division reviewed and ranked each project submission. To ensure consistent application of the established ranking criteria, the Capital Review Committee 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 and the final recommendation is consolidated to form the 2017 Capital Budget presented to Finance Committee for review and approval.

Public Input

In October 2016, a 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

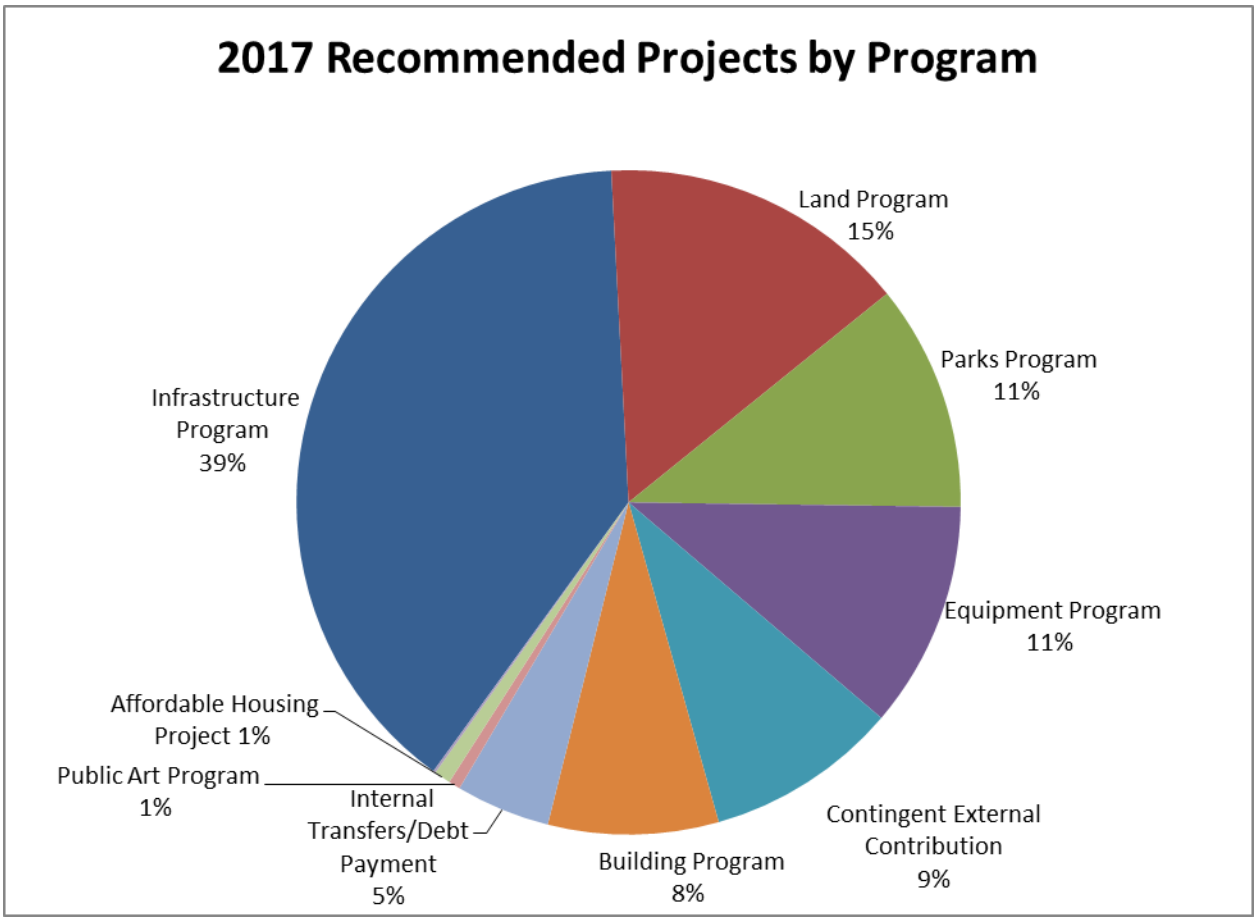
At the Committee's discretion, any Capital project recommended for funding may be removed from the recommended list. Appendix 3 provides a list of the recommended projects. In addition, any Capital project that is not recommended for funding may be reconsidered. Appendix 4 provides a list of those projects not recommended for funding. The details of projects not recommended for funding are included in Appendix 7.

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 a Development Cost Charges, Watermain Replacement Reserve and Sanitary Sewer Reserve.

The 2017 Building Program includes Advanced Planning and Design for Major Facilities Phase 2. Significant investment is expected and the Capital Plan will be included in subsequent years once the Advanced Planning and Design is complete.

The 2017 recommended capital projects by program are summarized in Figure 1.

Figure 1 – 2017 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 2017 Capital Costs

The new Capital costs total $53.9M (52%) of the 2017 Capital Budget including highlights such as:

- Garden City Lands Phase 2 – $1.2M *(page 89)*
- Cambie City Centre Park – $1.0M *(page 87)*
- Strategic Land Acquisition – Acquisitions require Council approval – $16.0M *(page 101)*
- Advanced Planning and Design for Major Facilities Phase 2 – $2.0M (*page 74*)
- Parkland Acquisitions – Acquisitions require Council approval – $4.0M *(page 97)*
- Dike Upgrades – $3.0M (*page 43*)
- Sanitary Facility Land Acquisition for Grease Management – $2.5M (*page 61*)
- Water – Water Metering Program – $2.1M *(page 54)*

- Public Works Infrastructure Advance Design – $2.0M *(page 67)*
- Hamilton Area Sanitary Sewer and Pump Station – $1.7M *(page 60)*
- Program Registration & Facility Booking Solutions – $1.8M *(page 118)*
- Digital Strategy Implementation – $1.4M *(page 115)*
- River Drive, No. 4 Road to Van Horne Way – *$1.3M (page 29)*

Replacement 2017 Capital Costs

The Replacement costs total $34.6M (34%) of the 2016 Capital Budget, which includes:

- City Centre Infrastructure Upgrades – $3.2M (*page 41*)
- Box Culvert Repair – $1.5M (*page 39*)
- Water Main Replacement – Lulu Island West – $0.8M (*page 56*)
- Annual repaving program – $4.3M (*page 23-24*)
- Equipment Program – Annual Fleet Replacement and Fire Vehicle Replacement Reserve Purchases – $4.8M (*page 108 and 112*)
- Building Program – South Arm Community Centre Fitness Renovation – $1.5M (*page 83*)

Contingent External Contributions

Contingent External Contributions of $10.0M (*page 131*) 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 budget year.

Internal Transfers and Debt Repayment

Internal Transfer and Debt Repayment total $4.5M (5%) of the 2017 Capital Budget includes:

- 7080 River Road Repayment – $2.3M (*page 133*)
- River Road/North Loop (2005) Repayment – $1.7M *page 137*)

The details of each recommended project is attached in Appendix 6.

2017 Capital Budget Funding Sources

The 2017 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.
- Surplus – These refer to appropriated surplus (provisions).

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.

The funding sources of the 2017 recommended projects are summarized in Table 1.

Table 1 – 2017 Funding Sources

Funding Sources	Amount
Reserves	$59.0
Provisions	11.6
Subtotal - Internal	*$70.6*
DCCs	18.9
External Sources	13.4
Subtotal - External	*$32.3*
Total 2016 Funding	$102.9

Approximately $59 million of this year's capital plan is funded by the Reserves and $32 million through external sources and DCCs, which are contributed by developers, significantly reducing the potential impact of these projects upon taxpayers.

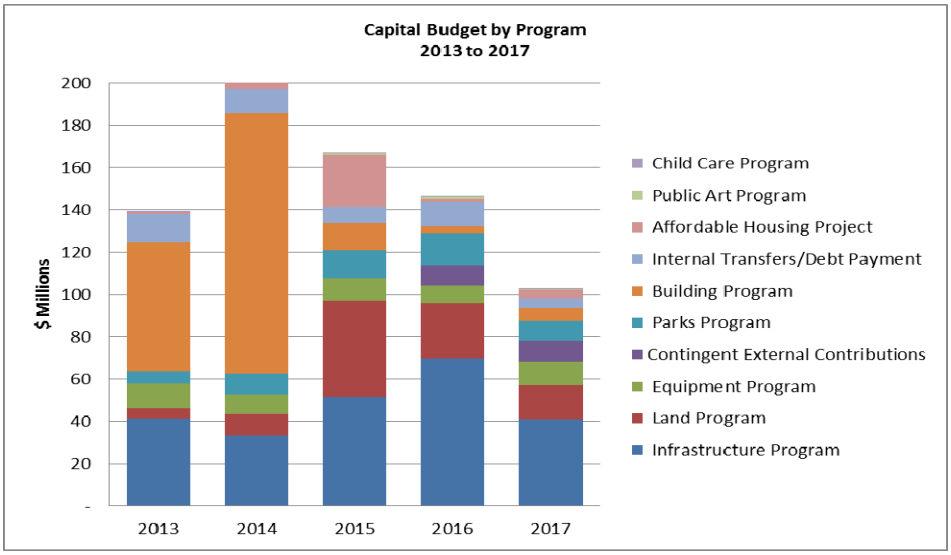
Appendix 3 includes a legend of the funding sources for each project. Funding details of each individual submission are included in Appendix 6.

Recommended 2017 versus Historical (2013-2016) 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 2017 recommended capital plan. For the years 2013-2016, Capital Budgets as amended average $133.4 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 $50M was financed through Municipal Finance Authority (MFA). This included funding for the Minoru Complex, new No.1 Brighouse Fire Hall and City Centre Community Centre.

Figure 2 – Capital Budget by Program 2017 vs Historical



Draft 2017-2021 Capital Budget

Figure 3 shows the estimates for the remaining years of the 5 Year Capital Plan, which proposes to continue to invest an average of $99.6M each year in the City's assets. The estimates do not include the next phase of the Major Facilities Replacement Plan, except for the $2.0M of Advanced Planning and Design.

Figure 3 – Draft 5 Year Capital Plan 2017 to 2021

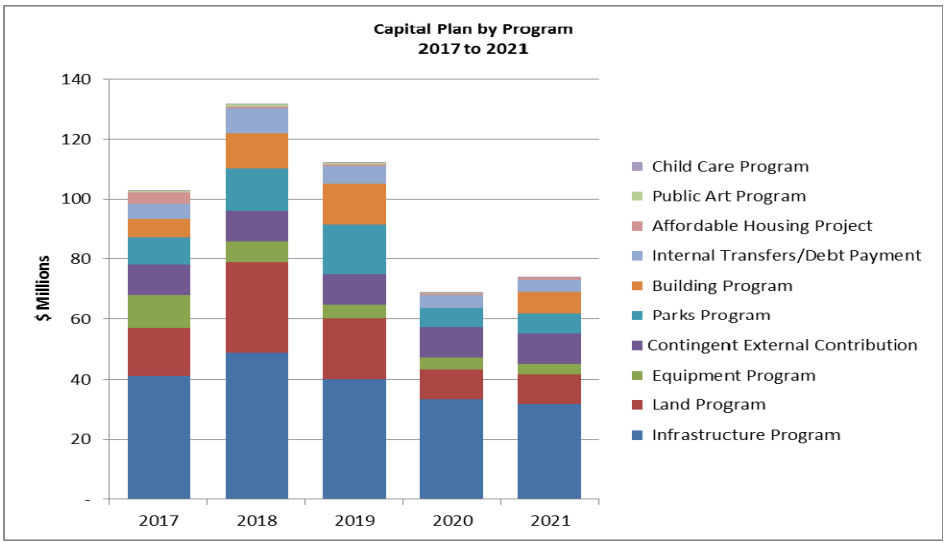


Table 2 presents a summary of the amount of proposed investment for Capital Projects for 2018-2021. A listing of the 2018-2021 Capital Projects is presented in Appendix 8. A summary of the 5 Year Capital Program and Funding Sources is presented in Appendix 9. Highlights of the 2018-2021 projects are summarized in Appendix 10.

Table 2: Draft 2018 to 2021 Capital Projects (in millions)

Year	Amount	OBI
2018	$131.4	$1.5
2019	$107.5	$0.7
2020	$68.8	$0.4
2021	$74.0	$0.7

2017 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.

OBIs were reviewed by the Capital Review Committee as part of the Capital submission review process. The total OBI relating to the 2017 recommended projects is $1.13M. $582K of the OBI is associated with water and sewer utility projects and if the respective projects are approved, these will be incorporated into the 2017 utility budget. The remaining $549K 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 2017 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 2017 Funding and OBI by Program (in millions)

Program (in millions)	Amount	OBI
Infrastructure Program	$41.1	$0.91
Land Program	16.0	0.00
Equipment Program	11.1	0.11
Contingent External Grants	10.0	0.00
Parks Program	9.1	0.10
Building Program	6.3	(0.02)
Internal Transfer/Debt Payment	4.9	0.00
Affordable Housing Program	3.7	0.00
Public Art Program	0.6	0.03
Child Care Program	0.1	0.00
Total 2017 Funding & OBI	$102.9	$1.13

Financial Impact

The 2017 Capital Budget with a total value of $102.9 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 $1.13M and once approved will be incorporated into the 2017-2021 5YFP.

Conclusion

The recommended Capital budget for 2017 is $102.9 million. The Capital Review Committee worked closely with SMT and the CAO to represent the interests of all stakeholders to ensure that the 2017 capital program addresses City priorities and meets the needs of the community while effectively utilizing available funding.

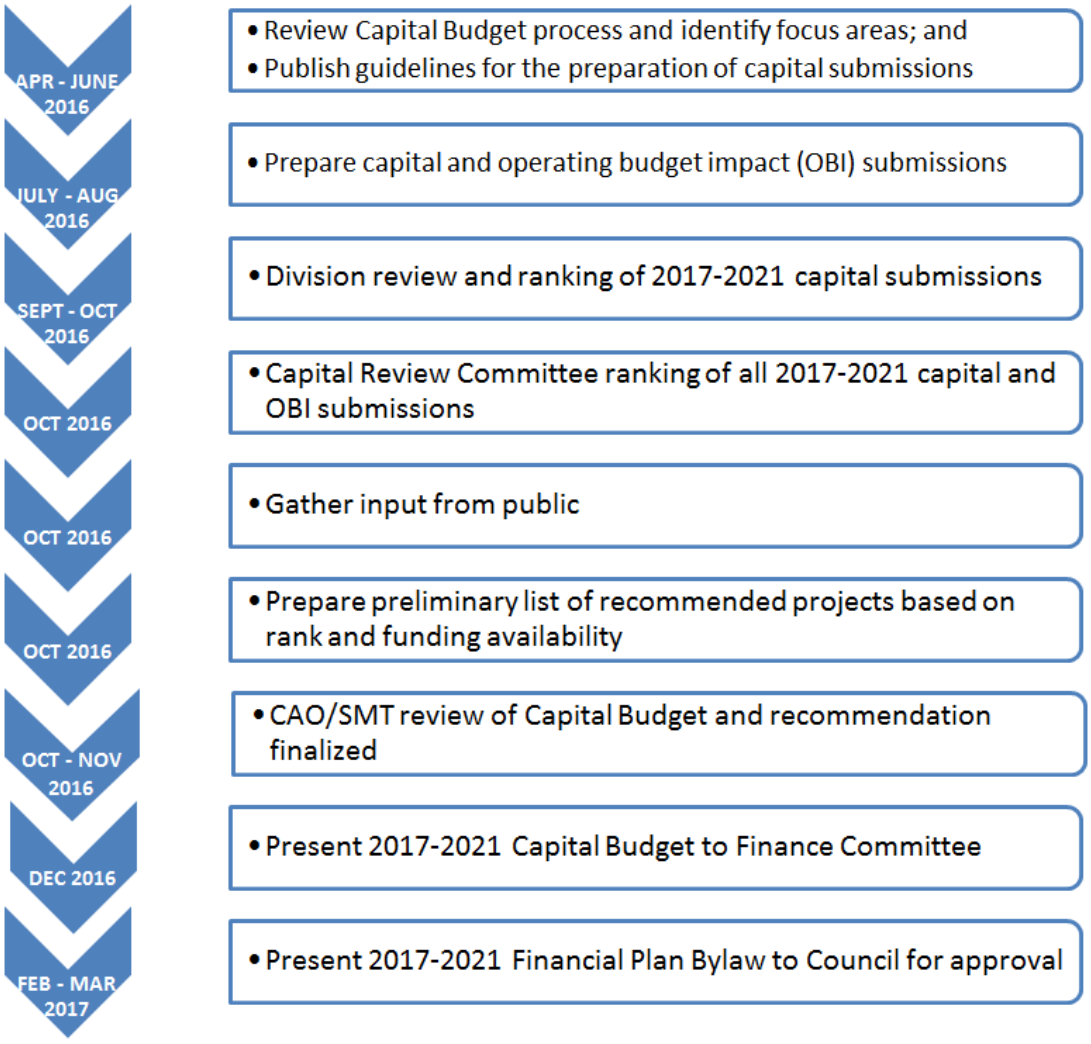
Melissa Shiau, CPA, CA
Manager, Financial Planning and Analysis
(604-276-4231)

MS:jgt

Appendix 1: Capital Ranking Criteria
Appendix 2: 2017 Capital Budget Process
Appendix 3: 2017 Summary of Capital Projects - RECOMMENDED
Appendix 4: 2017 Summary of Capital Projects - NOT RECOMMENDED
Appendix 5: 2017 Summary of Projects Funded by Revolving Fund
Appendix 6: 2017 Details of Recommended Projects by Program
Appendix 7: 2017 Details of Unfunded Projects by Program
Appendix 8: 5 Year Capital Program (2017-2021)
Appendix 9: 5 Year Capital Plan (2017-2021)
Appendix 10: 2018-2021 Capital Plan Highlights

Capital Ranking Criteria

2017 Capital Budget Process



Project Name	Funding Source	Total Investment	Total OBI	Ref
INFRASTRUCTURE PROGRAMS				
Roads				
Accessible Pedestrian Signal Program	D/R	250,000	18,418	21
Active Transportation Improvement Program	D/R	320,000	10,196	22
Annual Asphalt Re-Paving Program - MRN	A	1,081,000	-	23
Annual Asphalt Re-Paving Program - Non-MRN	A	3,200,000	-	24
Arterial Roadway Improvement Program	D/R	343,300	17,526	25
Functional and Preliminary Design (Transportation)	D/R	25,000	-	26
LED Street Light Replacement Plan	A	380,000	(21,000)	27
Neighbourhood Walkway Program	D/R	250,000	12,530	28
River Drive Multi-Use Pathway, No. 4 Road to Van Horne Way	E/D/R	1,344,000	5,661	29
River Parkway - Gilbert Road to Cambie Road (Phase 1) - Design	D/R	800,000	-	30
Sexsmith Road Multi-use Pathway, Beckwith Road to River Road	E	495,000	1,704	31
Special Crosswalk Program	D/R	350,000	18,388	32
Traffic Calming Program	D/R	100,000	11,333	33
Traffic Signal Program	D/R	1,600,000	57,500	34
Traffic Video and Communication Program	D/R	200,000	13,750	35
Transit-Related Amenity Improvement Program	E/D/R	250,000	14,240	36
Transit-Related Roadway Improvement Program	E/D/R	250,000	16,796	37
Total Roads		***$11,238,300***	***$177,042***	
Drainage				
Box Culvert Repair	R	1,500,000	-	39
Canal Stabilization	R	300,000	-	40
City Centre Infrastructure Upgrades	R	3,240,000	100,000	41
Development Coordinated Works - Drainage	R	250,000	25,000	42
Dike Upgrades	R	3,000,000	18,750	43
Drainage Pump Station Generator Upgrade	R	130,000	12,500	44
Drainage Pump Station Rehabilitation	R	225,000	3,750	45
East Richmond Drainage & Irrigation Upgrades	R	1,285,000	15,000	46
Knotweed Control & Removal	R	300,000	-	47
Laneway Drainage Upgrade - Belair Drive (South)	R	1,344,000	16,250	48
McBurney Drive Drainage Upgrades	R	350,000	1,250	49
Park Road Drainage Upgrade	R	650,000	8,750	50
Total Drainage		***$12,574,000***	***$201,250***	
Watermain Replacement				
Development Coordinated Works - Water	R	250,000	25,000	52
Thompson Gate Pressure Reducing Valve Station	R	600,000	17,500	53
Water Metering Program	A/R	2,120,000	258,750	54
Watermain Replacement - Lulu Island North Area	R/D	2,865,000	-	55
Watermain Replacement - Lulu Island West Area	R	800,000	-	56
Watermain Tie-in and Restoration	R	650,000	-	57
Total Watermain Replacement		***$7,285,000***	***$301,250***	

*Legend: **A**=Appropriated Surplus; **D**=Development Cost Charges; **E**=External Sources; **R**=Reserves;*

Project Name	Funding Source	Total Investment	Total OBI	Ref
INFRASTRUCTURE PROGRAMS				
Sanitary Sewer				
Development Coordinated Works - Sanitary	R	400,000	25,000	59
Hamilton Area Sanitary Sewer and Pump Station	D/R	1,700,000	37,500	60
Sanitary Facility Land Acquisition for Grease Management	R	2,500,000	-	61
Sanitary Forcemain Valve Installations	R	100,000	25,000	62
Sanitary Pump Station and Forcemain Assessment, Upgrade and Grease Management	R	1,000,000	62,500	63
Sanitary Pump Station Rehabilitation	R	350,000	21,875	64
Sanitary Sewer Tie-in and Restoration	R	150,000	-	65
Total Sanitary Sewer		***$6,200,000***	***$171,875***	
Minor Public Works				
Public Works Infrastructure Advanced Design	R/D	1,962,000	-	67
Public Works Minor Capital - Drainage	R	300,000	18,750	68
Public Works Minor Capital - Sanitary	R	450,000	31,250	69
Public Works Minor Capital - Sanitation & Recycling	A	300,000	-	70
Public Works Minor Capital - Traffic	R	250,000	8,581	71
Public Works Minor Capital - Water	R	500,000	-	72
Total Minor Public Works		***$3,762,000***	***$58,581***	
TOTAL INFRASTRUCTURE PROGRAM		**$41,059,300**	**$909,998**	
BUILDING PROGRAMS				
Building				
Advanced Planning and Design for Major Facilities Phase 2	R	2,000,000	-	74
City Hall Boiler Replacement Upgrade	R/A	230,000	(5,000)	75
City Hall Domestic Water Piping Upgrade	R	350,000	-	76
City Hall Server Room A/C Unit Installation	R	325,000	-	77
Developer Funded Advanced Design and Coordination	E	600,000	-	78
Direct Digital Control Upgrade & Consolidation Phase 3	A	180,000	(19,863)	79
Library and Cultural Centre Chiller Replacement	R	300,000	-	80
Minoru Chapel Restoration	R	280,875	-	81
Phoenix Net Loft Design	R	500,000	-	82
South Arm Community Centre Fitness Renovation	E/A	1,500,000	-	83
TOTAL BUILDING PROGRAM		**$6,265,875**	**($24,863)**	

Legend: ***A****=Appropriated Surplus;* ***D****=Development Cost Charges;* ***E****=External Sources;* ***R****=Reserves;*

Project Name	Funding Source	Total Investment	Total OBI	Ref
PARKS PROGRAM				
Parks/Streetscapes				
Britannia Landscaping Improvements and Wayfinding	D/R	150,000	-	85
Britannia Seine Net Loft Washroom Facilities	R	393,014	8,892	86
Cambie City Centre Park	D/R	1,000,000	21,824	87
City Tree Planting Program	E	150,000	8,438	88
Garden City Lands Phase 2	D/E/R	1,200,000	41,251	89
London Steveston Phase 1 of 3	D/R	250,000	2,874	90
Minoru Latrace Backstop Upgrades	D/R	300,000	-	91
Parks Advance Planning & Design	D/R	700,000	11,431	92
Parks General Development	D/R	500,000	6,651	93
Playground Improvement Program	D/R	300,000	-	94
Rideau Neighbourhood Park Playground	D/R	200,000	-	95
Total Parks		***5,143,014***	***$101,361***	
Parkland Acquisition				
Parkland Acquisition	D/R	4,000,000	-	97
Total Parkland Acquisition		***$4,000,000***	***$0***	
TOTAL PARKS PROGRAM		**$9,143,014**	**$101,361**	
PUBLIC ART PROGRAM				
Public Art Program	R	610,838	31,250	99
TOTAL PUBLIC ART PROGRAM		**$610,838**	**$31,250**	
LAND PROGRAM				
Land Acquisition				
Strategic Land Acquisition	R	16,000,000	-	101
TOTAL LAND PROGRAM		**$16,000,000**	**$0**	
AFFORDABLE HOUSING PROJECT				
Affordable Housing 2017 Operating Initiatives	R	160,000	-	103
Affordable Housing Homelessness Strategy	R	75,000		104
Affordable Housing Projects - City Wide	R	1,300,000	-	105
Affordable Housing Projects - West Cambie	R	2,200,000	-	106
TOTAL AFFORDABLE HOUSING PROJECT		**$3,735,000**	**$0**	
EQUIPMENT PROGRAM				
Annual Fleet Replacement				
Vehicle and Equipment Reserve Purchases (PW and Corporate Fleet)	R/A	3,152,000	-	108
Total Annual Fleet Replacement		***$3,152,000***	***$0***	
Fire Dept Vehicles and Equipment				
Fire Equipment Replacement	R	226,010	-	110
Fire Support Vehicle Replacement Reserve Purchases	R	59,300	-	111
Fire Vehicle Replacement Reserve Purchases	R	1,617,929	-	112
Total Fire Dept Vehicles and Equipment		***$1,903,239***	***$0***	

*Legend: **A**=Appropriated Surplus; **D**=Development Cost Charges; **E**=External Sources; **R**=Reserves;*

2017 Summary of Capital Projects - RECOMMENDED

Appendix 3

Project Name	Funding Source	Total Investment	Total OBI	Ref
EQUIPMENT PROGRAM				
Information Technology				
Annual Hardware Refresh	A	530,522	-	114
Digital Strategy Implementation	R/A	1,400,000	84,000	115
Microsoft Exchange 2016 Upgrade	A	296,310	-	116
OpenText eDocs DM/RM (REDMS) Upgrade	R	178,400	10,000	117
Program Registration & Facility Booking Solution	R	1,788,250	65,680	118
Server Refresh	A	589,000	-	119
Tempest v8.0 Upgrade and Web Services Integration	A	120,000	-	120
Wifi Network Expansion	A	255,000	-	121
Total Information Technology		***$5,157,482***	***$159,680***	
Technology Equipment				
Corporate Parking Lot Lighting Efficiency Upgrades	A	350,000	(18,000)	123
Electric Vehicle Direct Current Fast Charging Network Development	A	300,000	16,000	124
Energy Management Projects	A	240,000	(45,000)	125
Total Technology Equipment		***$890,000***	***($47,000)***	
TOTAL EQUIPMENT PROGRAM		**$11,102,721**	**$112,680**	
CHILD CARE PROGRAM				
Child Care Projects - City Wide	R	50,000	-	127
Child Care Projects - City Wide Non Capital Grants	R	10,000	-	128
Child Care Support	R	60,000	-	129
TOTAL CHILD CARE PROGRAM		**$120,000**	**$0**	
CONTINGENT EXTERNAL CONTRIBUTION				
Contingent External Contribution	E	10,000,000	-	131
TOTAL CONTINGENT EXTERNAL CONTRIBUTION		**$10,000,000**	**$0**	
INTERNAL TRANSFERS/DEBT PAYMENT				
7080 River Rd Repayment	D/R	2,341,384	-	133
City Centre District Energy Utility Advanced Design	A	400,000	-	134
Lansdowne Road Extension	D	77,263	-	135
Nelson Road Interchange Repayment	D	385,098	-	136
River Rd/North Loop Repayment	D	1,685,056	-	137
Total Internal Transfers/Debt Payment		***$4,888,801***	***$0***	
TOTAL INTERNAL TRANSFERS/DEBT PAYMENT		**$4,888,801**	**$0**	
Total 2017 Capital Program		**$102,925,549**	**$1,130,426**	

OBI Type	
Operating OBI	$548,923
Utility OBI	581,503
Total OBI	**$1,130,426**

Legend: ***A****=Appropriated Surplus;* ***D****=Development Cost Charges;* ***E****=External Sources;* ***R****=Reserves;*

Project Name	Funding Source	Total Investment	Revolving Fund	Total OBI	Ref
INFRASTRUCTURE PROGRAM					
Public Works Minor Capital - Roads	R	250,000	250,000	-	139
Root Damaged Surface Repairs	R	460,000	460,000	-	140
TOTAL INFRASTRUCTURE PROGRAM		**710,000**	**710,000**		
BUILDING PROGRAM					
East Richmond Community Hall Renewals	R	347,000	347,000	-	142
City Hall Lobby Plaza Tile Replacements	R	120,000	120,000	-	143
Project Development Advanced Planning and Design 2017	R	300,000	300,000	-	144
Works Yard Washroom Renovations	R	535,000	535,000	-	145
TOTAL BUILDING PROGRAM		**$1,302,000**	**$1,302,000**	**$0**	
PARKS PROGRAM					
Hollybridge Pier Phase 2	R	2,000,000	2,000,000	15,229	147
Parks Ageing Infrastructure Replacement Program	R	350,000	350,000	-	148
Waterfront Improvement Program	R	250,000	250,000	-	149
TOTAL PARKS PROGRAM		**2,600,000**	**2,600,000**	**15,229**	
EQUIPMENT PROGRAM					
Emergency Supplies Container Project	R	515,400	515,400	-	151
Emergency Supply Cabinets Project	R	125,000	125,000	-	152
TOTAL EQUIPMENT PROGRAM		**$640,400**	**$640,400**	**$0**	
Total 2017 Capital Program - Unfunded		**$5,252,400**	**$5,252,400**	**$15,229**	

**7 items originally included on this unfunded list totalling $3,700,360 were moved to the One-Time Expenditure Report for further consideration.*

NOT RECOMMENDED

2017 Summary of Projects Funded by Revolving Fund

Appendix 5

PURPOSE: Each year, the Revolving Fund is utilized to fund various capital projects. This summary shows the 2017 capital projects and the corresponding amounts funded by the Revolving Fund.

Project Name	Total Investment	Revolving Fund	Total OBI	Ref
Minor Public Works				
PW Minor Capital - Traffic	250,000	250,000	8,581	71
Total Minor Public Works	***$250,000***	***$250,000***	***$8,581***	
Building				
City Hall Boiler Replacement Upgrade	230,000	195,000	(5,000)	75
City Hall Domestic Water Piping Upgrade	350,000	350,000		76
City Hall Server Room A/C Unit Installation	325,000	325,000		77
Library and Cultural Centre Chiller Replacement	300,000	300,000	-	80
Minoru Chapel Restoration	280,875	280,875	-	81
Total Building	***$1,485,875***	***$1,450,875***	***($5,000)***	
Information Technology				
Digital Strategy Implementation	1,400,000	816,300	84,000	115
OpenText eDocs DM/RM (REDMS) Upgrade	178,400	178,400	10,000	117
Program Registration & Facility Booking Solution	1,788,250	1,788,250	65,680	118
Total Minor Parks	***$3,366,650***	***$2,782,950***	***$159,680***	
Total 2017 Projects Funded by Revolving Fund	***$5,102,525***	***$4,483,825***	***$163,261***	

The City Assist Factor on Roads DCC and Parks DCC projects are also funded by the Revolving Fund.

City Assist Factor on Parks Acquisition	$377,000
City Assist Factor on Parks Development	$267,000
City Assist Factor on Roads DCC	$310,000
Total Funding from Revolving Fund	**$5,437,825**

Infrastructure Program 2017

The City's Infrastructure Program assets include: road, drainage and sanitary pump stations, drainage, water, and sanitary mains.

2017 Recommended Infrastructure – Roads Program

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Program:	**Infrastructure Program**	**Sub-program:**	**Roads**
Project Name:	**Accessible Pedestrian Signal Program**	**Submission ID:**	**5443**

Location: Various

Cost: $250,000 **OBI:** $18,418

Funding Sources:

Roads DCC:	$235,000
Roads City Assist:	$15,000

Scope: 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 Accessible Pedestrian Signal devices by year 2020. To date, all special crosswalks (86) and pedestrian signals (40) as well as 99 of 154 signalized intersections have been upgraded. The standard is for all new traffic signals to include APS.

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.

For 2017, approximately 15 to 20 existing signalized intersections are proposed for upgrade to Accessible Signal systems. The actual locations will be determined in early 2017. 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.

Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Active Transportation Improvement Program	Submission ID:	5078

Location: Various Locations

Cost: $320,000 **OBI:** $10,196

Funding Sources:

Roads DCC:	$300,800
Roads City Assist:	$19,200

Scope:

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.

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.

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.

The following list of improvements is currently being planned for 2017 (subject to factors such as the completion of the detailed design, confirmation of external funding, etc):

- Continuation of Crosstown Neighbourhood Bikeway: upgrade of Lucas Road-No. 3 Road intersection to facilitate the crossing of cyclists and users of other wheeled devices; and

- Westminster Highway (No. 8 Road-Nelson Road): conversion of on-street directional bike lanes to off-street two-way multi-use pathway on south side.

Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Annual Asphalt Re-Paving Program - MRN	Submission ID:	4996

Location: City Wide

Cost: $1,081,000 **OBI:** $ -

Funding Sources: MRN Rehabilitation: $1,081,000

Scope: To re-pave MRN roads in alignment with the City's Ageing Infrastructure Strategy. Project list to be determined by the end of 2016.

The project includes the costs associated with ancillary work such as curb and gutter repairs, road base repair, manhole and valve box adjustments, line painting and 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 as well as consultant and contractor fees related to bridge upgrades and the Pavement Management Plan.

Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Annual Asphalt Re-Paving Program - Non-MRN	Submission ID:	4994

Location: City Wide

Cost: $3,200,000 **OBI:** $ -

Funding Sources:

Asphalt Capping:	$3,060,000
Pavement Degradation:	$140,000

Scope:

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 2016.

The project includes the costs associated with ancillary work such as curb and gutter repairs, road base repair, asphalt parking re-paving, manhole and valve box adjustments, line painting, staff inspection time and similar.

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 as well as consultant/contractor fees related to bridge upgrades and the Pavement Management Plan.

Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Arterial Roadway Improvement Program	Submission ID:	5079

Location: Various Locations

Cost: $343,300 **OBI:** $17,526

Funding Sources:

Roads DCC:	$282,000
Roads City Assist:	$18,000
Developer Contribution	$43,300

Scope:

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, installation of pedestrian safety enhancements at intersections, and illuminated street name signs. 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.

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.

The following list of improvements is currently being planned for 2017/2018 (subject to factors such as the completion of the detailed design, confirmation of external funding, etc):

1) A new walkway along the north side of River Road, from Oval Way to Brighouse Way.

2) Upgrade south leg of Alderbridge Way/Westminster Hwy., which would improve intersection capacity and enhance access for the area by relocating existing conflicting utility (Hydro) infrastructure thereby providing a direct connection for pedestrians from Westminster Highway to Minoru Park. A contribution of approximately $43,300 from a nearby development has been secured through rezoning for a portion of this work.

Program:	**Infrastructure Program**	**Sub-program:**	**Roads**
Project Name:	**Functional and Preliminary Design (Transportation)**	**Submission ID:**	**5076**

Location: Various

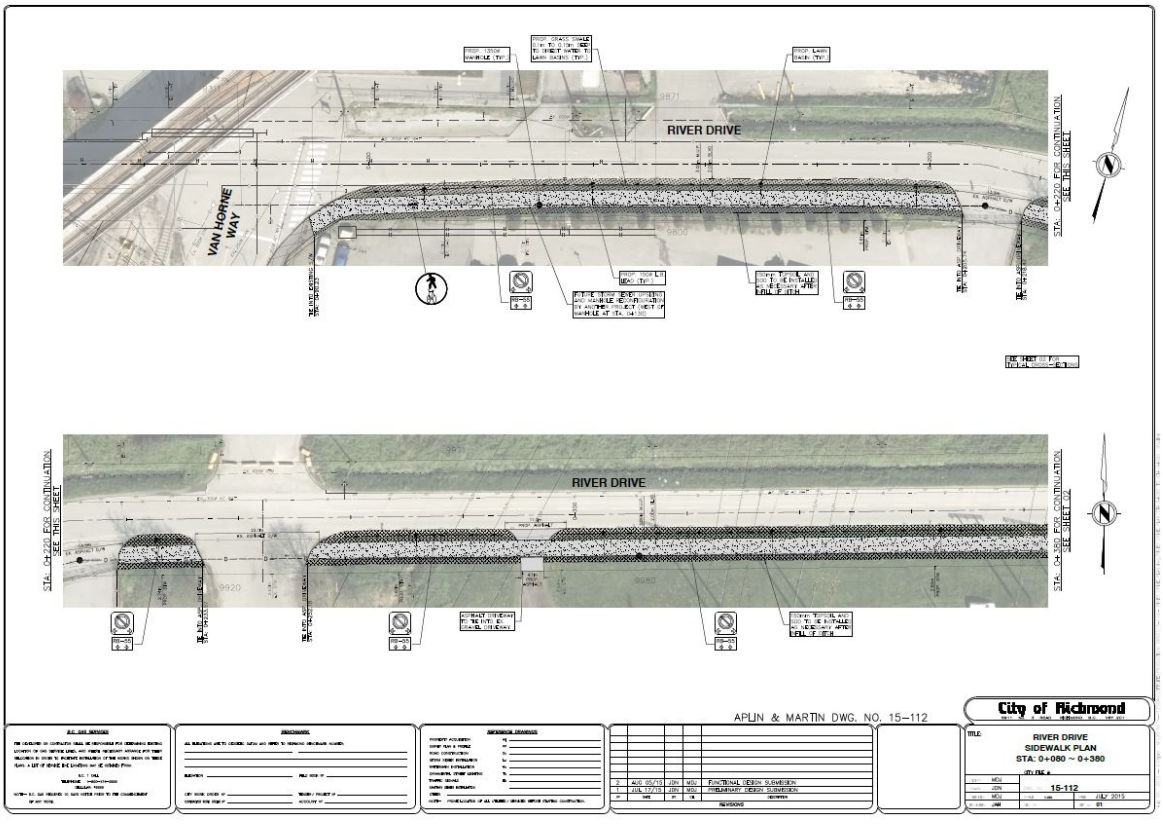
Cost: $25,000 **OBI:** $ -

Funding Sources:

Roads DCC:	$23,500
Roads City Assist:	$1,500

Scope: Project scope includes preparing the functional and preliminary designs and cost estimates required for various transportation capital projects identified within the Five-Year Capital Program. Specifically, with this project, 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.

The project would be funded entirely by the DCC program funding. A major component of the project is for consultant and/or auxiliary staff costs for design. Note: The cost estimate is based on 2% 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.



Program:	**Infrastructure Program**	**Sub-program:**	**Roads**
Project Name:	**LED Street Light Replacement Plan**	**Submission ID:**	**5661**
Location:	City Wide		
Cost:	$380,000	**OBI:**	$ -21,000
Funding Sources:	Other		

Scope:

The City has 3,780 aged HPS (high pressure sodium) light fixtures that are past the end of their useful life. Replacing HPS with LEDs (Light-emitting diodes) would reduce annual energy consumption by ~800,000 kWh and improve energy efficiency. This would lead to an expected cost avoidance savings of over $120,000.

This project is phase 2 of 4 and will replace approximately 950 fixtures (25% of the original total) and additional capital projects will be requested in subsequent years to replace the remaining fixtures. It is esimated that this Phase of the project will reduce electricity use from the existing infrastructure by 200,000 kWh, which will equal approximately $21,000 in cost avoidance savings.

This project is recommended to be funded from the Gas Tax Account and falls under the eligible project category "Community Energy Systems" as it is infrastructure that generates or increases the efficicent usage of energy.

Program:	**Infrastructure Program**	**Sub-program:**	**Roads**
Project Name:	**Neighbourhood Walkway Program**	**Submission ID:**	**5446**

Location: Various Locations

Cost: $250,000 **OBI:** $12,530

Funding Sources:

Roads DCC:	$235,000
Roads City Assist:	$15,000

Scope: 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 residents' consultation, if applicable.

The program is proposed to be funded by the DCC program and may be eligible for external funding contributions from ICBC.

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 outcome of public consultation, availability of external funding, and/or opportunity to pursue these improvements as part of development frontage improvements.

Program:	**Infrastructure Program**	**Sub-program:**	**Roads**
Project Name:	**River Drive Multi-Use Pathway, No. 4 Road to Van Horne Way**	**Submission ID:**	**5687**

Location: River Drive, No. 4 Road to Van Horne Way

Cost: $1,344,000 **OBI:** $5,661

Funding Sources:

Roads DCC:	$647,190
Roads City Assist:	$41,310
Grant:	$655,500

Scope: The general scope includes the provision of a 3m wide multi-use pathway (paved) along the south side of River Drive, between No. 4 Road and Van Horne Way, including pedestrian lighting. The proposed facility would tie-in to existing cycling/pedestrian facilities at both ends. The trail connection is identified in the City Centre Area Plan.

The project is proposed to be funded by DCC (up to $688,500) and external funding from Translink and/or the province. TransLink has already committed $171,500 towards this project (as part of 2016 BICCS program). Staff will be applying to TransLink again in 2017 to secure additional funding up to maximum of $250,000 as well as the province under the BikeBC program. This project would only commence if the City secures the required external funding from TransLink, with any additional available funding from BikeBC used to offset City's funding (i.e., Roads DCC). Note that staff are also in discussion with BC Hydro, who owns the property along the south side of River Drive, to determine if the overall project cost would be reduced with an option to construct the pathway within the BC Hydro right-of-way.

Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	River Parkway - Gilbert Road to Cambie Road (Phase 1) - Design	Submission ID:	5887

Location: River Parkway- Gilbert Road to Cambie Road

Cost: $800,000 **OBI:** $ -

Funding Sources:

Roads DCC:	$752,000
Roads City Assist:	$48,000

Scope: The general scope of this project includes the construction of a two-lane road along the former CP Railway corridor, from 200 m northeast of Gilbert Road to Cambie Road. The new road is proposed to be built to the initial two-lane standard with paved shoulders for cyclists and pedestrians, street lights, and traffic control devices at intersections. When abutting properties redevelop, a full 4-lane road including sidewalk and boulevard will be constructed as part of the development requirements. The new road would connect to existing Leslie Road and Cambie Road, with the details of the intersection configurations to be determined through the design process. 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.

The first phase of the project is proposed to start 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. A more accurate cost estimate will then be carried out and updated in project submissions for subsequent years as necessary. The second phase of the project involves the actual site preparation and construction, which is proposed to start in 2018.

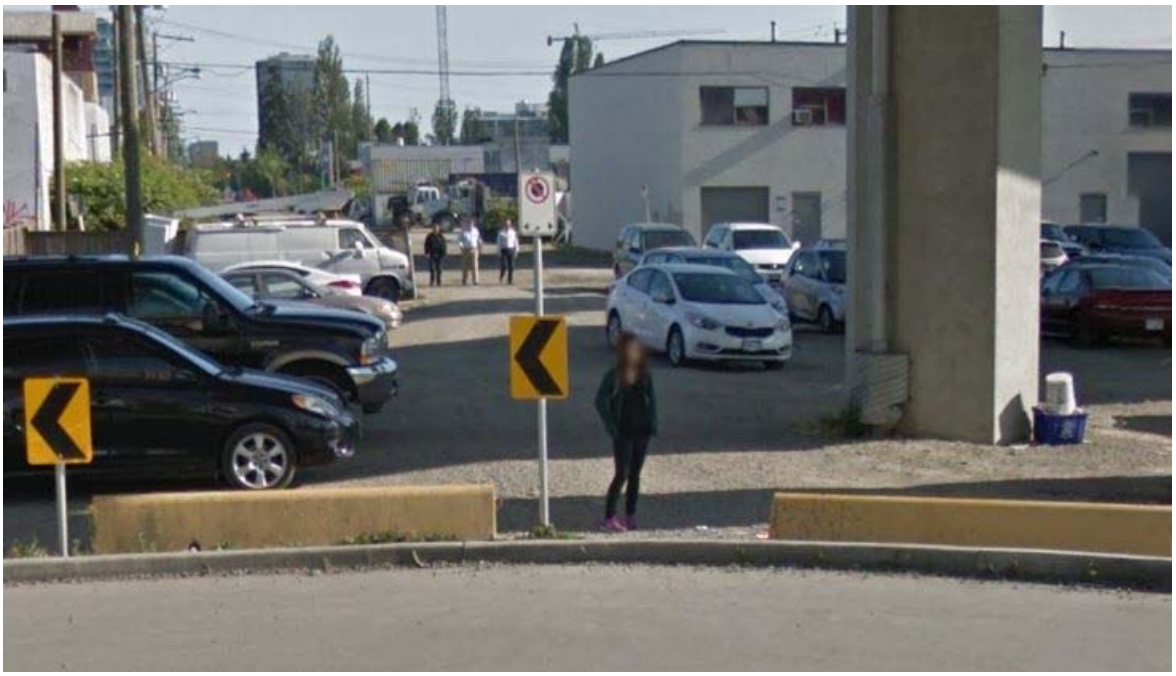
This project is proposed to be funded by the DCC program funding and may be eligible for funding from external agencies such as the federal and/or provincial government, TransLink and/or ICBC.

Program:	**Infrastructure Program**	**Sub-program:**	**Roads**
Project Name:	**Sexsmith Road Multi-use Pathway, Beckwith Road to River Road**	**Submission ID:**	**5879**
Location:	Sexsmith Road, Beckwith Road to River Road		
Cost:	$495,000	**OBI:**	$1,704
Funding Sources:	Developer Contribution: $495,000		

Scope:

The general scope of this project includes the construction of a multi-use pathway at a minimum total width of 3.0m wide along existing road right-of-way, between Beckwith Road and River Road, with pedestrian lighting, decorative bollards to separate the pathway from the portion of the road right-of-way that is currently and informally being used for parking. A marked crosswalk will also be installed at the north end of Sexsmith Road to connect the walkway to the Bridgeport Road Canada Line Station. When abutting properties redevelop, a full 4-lane road including sidewalk and boulevard will be constructed as part of the development requirements

This project is proposed to be funded by developer contributions collected through the Transit Oriented Development Fund during the Canada Line planning stage collected towards transportation improvements in support of transit-oriented development within the Canada Line rapid transit corridor. The project may be eligible for funding from external agencies such as the TransLink and/or ICBC.



Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Special Crosswalk Program	Submission ID:	5077

Location: Various Locations

Cost: $350,000 **OBI:** $18,388

Funding Sources:

Roads DCC:	$329,000
Roads City Assist:	$21,000

Scope:

The general scope involves implementing new traffic control standards that have been adopted 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.

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.

The following is the preliminary list of potential locations identified for 2017/2018. The exact scope of improvement may be refined due to factors such as priority review, availability of external funding, etc.:

- No 4 Rd. & Dayton Rd.
- Garden City Rd. & Jones Rd.
- Westminster Hwy & Tiffany Blvd.
- Williams Rd. & Deagle Rd.
- Williams Rd. & Lassam Rd.
- Granville Ave. & Bridge St.
- St. Albans Rd. & Jones Rd.

Program:	**Infrastructure Program**	**Sub-program:**	**Roads**
Project Name:	**Traffic Calming Program**	**Submission ID:**	**5080**

Location: Various Locations

Cost: $100,000 **OBI:** $11,333

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 Program**	**Submission ID:**	**574**

Location: Various Locations

Cost: $1,600,000 **OBI:** $58,000

Funding Sources:

Roads DCC:	$1,504,000
Roads City Assist:	$96,000

Scope: 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 and vehicular movements and to address safety concerns.

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.

The program is proposed to be funded by the DCC program funding and may be eligible for external funding from TransLink and ICBC.

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.

Currently, three potential sites have been identified for 2017 including:

1) Granville Ave. / Minoru Gate - upgrade of existing pedestrian traffic signal to a full traffic signal ($350K)

2) Granville Avenue in front of the proposed Minoru Aquatic Centre entrance - installation of a new pedestrian signal ($150K)

3) Williams Road / Shell Road - installation of a new traffic signal ($700K)

Program:	**Infrastructure Program**	**Sub-program:**	**Roads**
Project Name:	**Traffic Video and Communication Program**	**Submission ID:**	**5899**

Location: Various Locations

Cost: $200,000 **OBI:** $13,750

Funding Sources:

Roads DCC:	$188,000
Roads City Assist:	$12,000

Scope: The project includes the following two key components:

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 web site; and

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.

The program is proposed to be funded by the DCC program funding and may be eligible for external funding contribution from TransLink and ICBC.

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.

The following is the preliminary list of potential locations identified for 2017:

- Traffic video locations: Viking Way/Bridgeport Road, No 3 Road/Alderbridge Way, and No. 3 Road/Cambie Road.

- Communication (via. the installation of fibre cable): No. 1 Road from Chatham St. to Westminster Hwy, Westminster Hwy. from No. 1 Road to City's Works Yard at Lynas Lane, and several other traffic signals in the area around this trunk line.

Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Transit-Related Amenity Improvement Program	Submission ID:	5445

Location: Various Locations

Cost: $250,000 **OBI:** $14,192

Funding Sources:

Roads DCC:	$94,000
Roads City Assist:	$6,000
Developer Contribution:	$150,000

Scope:

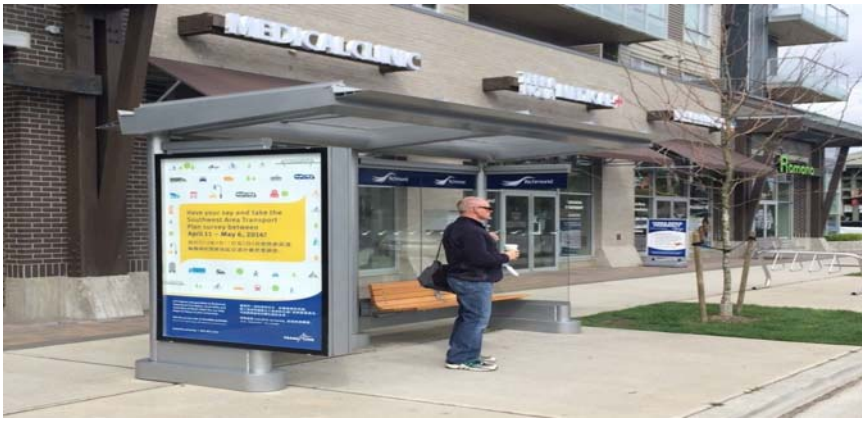
The general scope includes transit-related amenity improvements within municipal road right-of-way that are required to support the introduction of various transit service improvements as well as on-going enhancements to existing transit infrastructure. The major cost components are expected to include 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 locations identified for 2017 and 2018 include:

- HandyDART stop at the Lansdowne Canada Line Station
- Westbound Steveston Hwy far-side Seaward Gte
- Northbound and southbound Westminster Hwy at Hwy 91
- Westbound Cambie Rd far-side Shell Rd
- Eastbound Cambie Rd far-side Viking Way
- Eastbound Cambie Rd far-side St Edwards Dr
- Westbound Williams Road far-side Seacote Rd
- Northbound No. 2 Rd far-side Danube Rd
- Northbound Cooney Rd far-side Westminster Hwy
- Northbound Garden City Rd far-side Ferndale Rd
- Eastbound Blundell Rd far-side Moffatt Rd
- Westbound River Rd far-side Hollybridge Way
- Southbound Blundell Rd far-side Minler Rd
- Northbound Garden City Rd far-side Odlin Rd



Program:	**Infrastructure Program**	**Sub-program:**	**Roads**
Project Name:	**Transit-Related Roadway Improvement Program**	**Submission ID:**	**5444**

Location: Various Locations

Cost: $250,000 **OBI:** $15,117

Funding Sources:

Roads DCC:	$117,500
Roads City Assist:	$7,500
Grant:	$125,000

Scope:

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 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 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.

Potential locations for 2017 include: Westminster Hwy/No. 4 Rd, Railway Ave/Francis Rd, Westminster Hwy/Riverdale Dr, No. 4 Rd/Williams Rd, No. 4 Rd/Dayton Ave, No. 4 Rd (7500 Blk), Westminster Hwy farside No. 5 Rd, and approximately 20 additional locations based on priority locations to be identified in consultation with Coast Mountain Bus Company (CMBC) and through public feedback.

2017 Recommended Infrastructure – Drainage Program

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Program:	**Infrastructure Program**	**Sub-program:**	**Drainage**
Project Name:	**Box Culvert Repair**	**Submission ID:**	**5853**

Location: No. 2 Road South

Cost: $1,500,000 **OBI:** $ -

Funding Sources: Drainage Utility: $1,500,000

Scope: The scope of work includes, but not limited to, the rehabilitation of the 3050 x 1500 concrete storm box culvert along No. 2 Road between Steveston Highway and London Road in conjunction with roadworks and watermain works that will be on-going in the area. Additionally, there are other box culverts throughout Richmond that are experiencing similar failures, this funding will also be used to do point repairs elsewhere throughout the drainage system.

Completion of this work will upgrade the overall condition and performance of the City's drainage system.

Program:	**Infrastructure Program**	**Sub-program:**	**Drainage**
Project Name:	**Canal Stabilization**	**Submission ID:**	**5872**

Location: City Wide

Cost: $300,000 **OBI:** $ -

Funding Sources: Drainage Utility: $300,000

Scope: This project will stabilize the canal walls to improve drainage, mitigate damage to the roadway, prevent damage to local infrastructure running parallel to the canals and maintain riparian management area conditions.

Implement one or more canal bank stabilization solutions at various locations throughout Richmond. This will include partial re-profiling of the canal plus construction of a retaining wall or similar stabilization structure.

Program:	**Infrastructure Program**	**Sub-program:**	**Drainage**
Project Name:	**City Centre Infrastructure Upgrades**	**Submission ID:**	**5822**

Location: See Scope

Cost: $3,240,000 **OBI:** $100,000

Funding Sources:

Drainage Utility:	$1,695,000
Water Utility:	$700,000
Sanitary Utility:	$845,000

Scope: This project includes water, sanitary and drainage upgrades to the City Centre area along Granville Avenue, Gilbert Road and Minoru Gate, as follows:

- Sanitary: $845,000

- Drainage: $1,695,000

- Water: $700,000

Program:	Infrastructure Program	Sub-program:	Drainage
Project Name:	Development Coordinated Works - Drainage	Submission ID:	5307

Location: City Wide

Cost: $250,000 **OBI:** $25,000

Funding Sources: Drainage Utility: $250,000

Scope: This project will set aside funding to have City and private development complete infrastructure works that are currently not identified in the Capital Program but do benefit the City. Infrastructure works are more cost effective when completed in conjunction with development.

This will enable the City to leverage development over the next year to design and construct drainage 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:**	**Drainage**
Project Name:	**Dike Upgrades**	**Submission ID:**	**5852**

Location: South Dike

Cost: $3,000,000 **OBI:** $18,750

Funding Sources: Drainage Utility: $3,000,000

Scope: The City has 49km of perimeter dikes that provide the City with flood protection from ocean storm surge and freshets.

This project will include dike improvements along the Fraser River's South Arm that will maintain or increase current flood protection service levels. This project will also include Dike Investigation work at Shady Island, Geotechnical investigation, survey, environmental site assessment, and environmental/archaelogical permitting and monitoring.

Raise the existing dike and other dike upgrades necessary to continue to improve existing dike and drainage infrastructure, meet medium to long-term needs and accommodate local areas needs such as the provision of basic recreation trails, etc.

Program:	**Infrastructure Program**	**Sub-program:**	**Drainage**
Project Name:	**Drainage Pump Station Generator Upgrade**	**Submission ID:**	**5851**

Location: No. 3 Road South

Cost: $130,000 **OBI:** $12,500

Funding Sources: Drainage Utility: $130,000

Scope: Construct a concrete pad with a fenced surrounding. Purchase and install a 200 kW generator and connect via a new transfer switch.

The project is estimated to take one month and be completed before the 2017 year-end.

Cost breakdown:

Civil $15,000

Equipment $95,000

Installation $20,000

Program:	**Infrastructure Program**	**Sub-program:**	**Drainage**
Project Name:	**Drainage Pump Station Rehabilitation**	**Submission ID:**	**5848**

Location: City Wide

Cost: $225,000 **OBI:** $3,750

Funding Sources: Drainage Utility: $225,000

Scope: The hardware of these drainage pump stations is at the end of its life expectancy and is now having numerous breakdowns. This project will improve the reliability and efficiency of our drainage pump stations. Scope of work includes:

Full rehabilitation upgrade at Gilbert and Lucas pump stations which includes the upgrade and installation of 2 pumps, pump risers, check valves, pump lids, motor control center, transfer switch, sonar level controls and cement pad.

Program:	**Infrastructure Program**	**Sub-program:**	**Drainage**
Project Name:	**East Richmond Drainage & Irrigation Upgrades**	**Submission ID:**	**5166**

Location: East Richmond

Cost: $1,285,000 **OBI:** $15,000

Funding Sources: Drainage Utility: $1,285,000

Scope: Scope of work includes, but is not limited to the following projects:

1. Lower culvert watercourse crossings and reprofile watercourses along Steveston Highway between Sidaway Road and Palmberg Road and on Sidaway Road between Steveston Highway and the Francis Road Right-of-Way.

2. Install two automated irrigation control structures on Steveston Highway and Palmberg Road.

3. Resolve drainage ditch issue on Westminster Hwy between Nelson Road and east of No. 9 Road.

4. Install irrigation gate at No. 6 Road and Triangle Road - regrade and reprofile existing ditch from entry point into box culvert near Triangle Road to Blundell Road to reduce flooding in the area.

5. Environmental compensation for Gilley and Westminster storm project

6. Drainage and irrigation upgrades throughout East Richmond

Program:	**Infrastructure Program**	**Sub-program:**	**Drainage**
Project Name:	**Knotweed Control & Removal**	**Submission ID:**	**5991**

Location: City Wide

Cost: $300,000 **OBI:** $ -

Funding Sources: Drainage Utility: $300,000

Scope: The general scope includes ongoing identification, mapping, research, control and removal of knotweed from City dike infrastructure. Typical activities will include control techniques to eliminate both the above and below ground plant and root materials to minimize the spread of this aggressive invasive plant species. Ongoing identification, research, mapping and control treatments will also be undertaken in order to effectively manage the risk that this aggressive species presents to infrastructure and biodiversity. The intent of this program is to reduce the risk posed by knotweed to our dike infrastructure.

Program:	**Infrastructure Program**	**Sub-program:**	**Drainage**
Project Name:	**Laneway Drainage Upgrade - Belair Drive (South)**	**Submission ID:**	**5612**
Location:	7928 Belair Drive to 7180 Belair Drive (960m)		
Cost:	$1,344,000	**OBI:**	$16,250
Funding Sources:	Drainage Utility: $1,336,475 Neighborhood Improvement $7,525		
Scope:	Install drainage in 960m of laneway south of Belair Drive between 7928 Belair Drive and 7180 Belair Drive. Does not include the addition of street lighting, curbs or gutters. The project is estimated to take 2-3 months and be complete by October 2017. Costs will be recovered through City Bylaw 8752 as development occurs.		

Program:	**Infrastructure Program**	**Sub-program:**	**Drainage**
Project Name:	**McBurney Drive Drainage Upgrades**	**Submission ID:**	**5850**

Location: McBurney Drive

Cost: $350,000 **OBI:** $1,250

Funding Sources: Drainage Utility: $350,000

Scope: This project will mitigate drainage and road/sidewalk surface issues in the McBurney Drive area. Issues are primarily settlement related that include heaving, curb and gutter separation and surface water ponding.

Scope includes the installation of new catch basins and roads and sidewalks will be regraded to reduce ponding and tripping hazards.

Program:	**Infrastructure Program**	**Sub-program:**	**Drainage**
Project Name:	**Park Road Drainage Upgrade**	**Submission ID:**	**5849**

Location: Park Road

Cost: $650,000 **OBI:** $8,750

Funding Sources: Drainage Utility: $650,000

Scope: This project will prevent the continued occurrence of sink holes along the west end of Park Road at No. 3 Road. Additional funding is necessary in order to complete the 2013 Capital Project in this area. From No. 3 Road heading east, approximately 80m of 600mm drainage pipe made from material that does not conform with City Engineering standards will be upgraded. There are a number of private utility conflicts that were unexpected at the time of the 2013 Capital submission as a result of increasing the size of the new pipe to account for increased capacity requirements.

Sink holes occur when pipes become damaged or fatigues such that ground water is able to flow into them. This flow contains soil particles from the surrounding ground. The movement of soil particles into the pipes creates a void in the ground that becomes noticeable at the ground surface, known as a sink hole. Sink holes can be dangerous to the general public and are a persistent and costly maintenance item. Sink holes can also lead to increased flooding risks due to pipe collapse/blockage.

2017 Recommended Infrastructure – Water Main Replacement Program

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Program:	**Infrastructure Program**	**Sub-program:**	**Water**
Project Name:	**Development Coordinated Works - Water**	**Submission ID:**	**5311**

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:	**Thompson Gate Pressure Reducing Valve Station**	**Submission ID:**	**5821**

Location: See Scope

Cost: $600,000 **OBI:** $17,500

Funding Sources: Water Utility: $600,000

Scope: This project involves the installation of a new Pressure Reducing Valve (PRV) station at Thompson Gate and Boundary Road and the associated tie-ins to connect the neighbourhood's watermain system to Metro Vancouver's Annacis No. 4 transmission main. Completion of the project is required to provide adequate flows to support upcoming development.

Costs will 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.

Land required for the station shall be acquired through development rezoning.

Project cost includes allowance for potential groundwater contamination.

Program:	**Infrastructure Program**	**Sub-program:**	**Water**
Project Name:	**Water Metering Program**	**Submission ID:**	**5164**

Location: City Wide

Cost: $2,120,000 **OBI:** $258,750

Funding Sources:

Water Utility:	$600,000
Water Metering Provision:	$1,520,000

Scope: This project is year 4 of the five-year universal metering program for single-family dwellings, a volunteer metering program for multi-family dwellings, and a fixed base network implementation program.

The residential meter programs allow owners of single-family and multi-family dwellings in Richmond to take control of their water and sewer utility costs through water metering.

The fixed base network program involves the installation of approximately 36 gateways required for the universal implementation of a fixed based network within the urban areas of the City, which allows for automated water meter data collection, enabling users to access real time consumption information and leak notifications in the future.

Program:	**Infrastructure Program**	**Sub-program:**	**Water**
Project Name:	**Watermain Replacement - Lulu Island North Area**	**Submission ID:**	**5148**

Location: See scope

Cost: $2,865,000 **OBI:** $ -

Funding Sources:

Water Utility:	$2,042,504
Water DCC:	$402,697
Water City Assist:	$419,799

Scope: This project includes installation of 2900 meters of 200 mm diameter watermain to replace the existing ageing infrastructure.

The Waterworks Capital Program is based on watermain age, material, break history and the proposed road-paving program.

Program:	**Infrastructure Program**	**Sub-program:**	**Water**
Project Name:	**Watermain Replacement - Lulu Island West Area**	**Submission ID:**	**5149**

Location: See scope

Cost: $800,000 **OBI:** $ -

Funding Sources: Water Utility: $800,000

Scope: This project includes installation of 800 meters of 300 mm diameter watermain to replace the existing ageing infrastructure and support local area improvements.

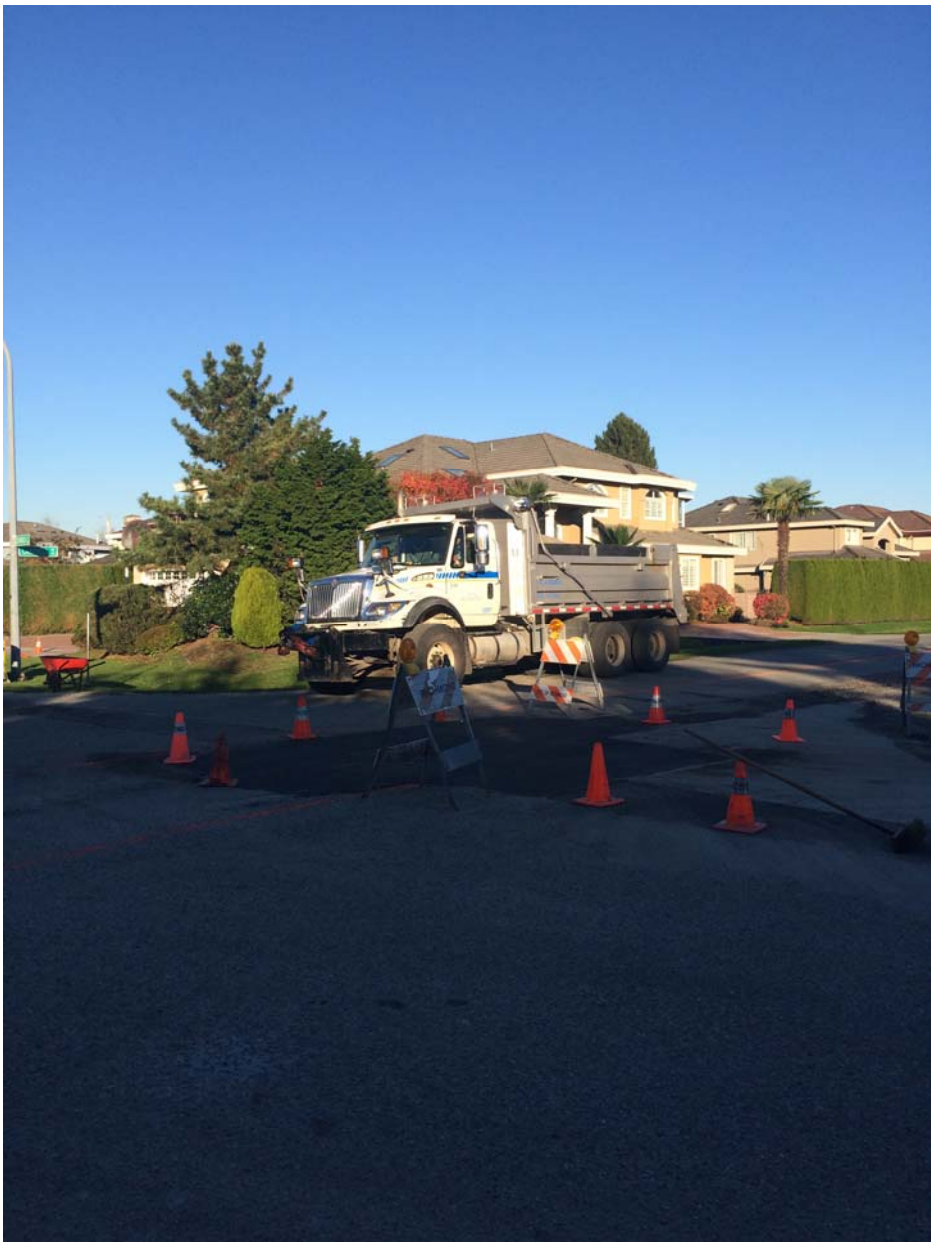
Program:	**Infrastructure Program**	**Sub-program:**	**Water**
Project Name:	**Watermain Tie-in and Restoration**	**Submission ID:**	**5820**

Location: Various

Cost: $650,000 **OBI:** $ -

Funding Sources: Water Utility: $650,000

Scope: This project involves tie-in and restoration work for watermain replacements completed as part of prior years' capital programs.



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Program:	**Infrastructure Program**	**Sub-program:**	**Sanitary Sewer**
Project Name:	**Development Coordinated Works - Sanitary**	**Submission ID:**	**5317**

Location: City Wide

Cost: $400,000 **OBI:** $25,000

Funding Sources: Sanitary Utility: $400,000

Scope: This project will enable the City to leverage development over the next year to design and construct sanitary 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:**	**Sanitary Sewer**
Project Name:	**Hamilton Area Sanitary Sewer and Pump Station**	**Submission ID:**	**5870**
Location:	See Scope		
Cost:	$1,700,000	**OBI:**	$37,500

Funding Sources:

Sanitary Utility:	$184,746
Sewer DCC:	$1,425,096
Sewer City Assist:	$90,158

Scope:

This project includes the construction of a new pump station including wet well, Variable Frequency Drive (VFD) pumps, electrical kiosk, 200 metres of 200 mm forcemain and 25 metres of 300 mm gravity main. This project does not require land acquisition, as it will be constructed on City-owned land.

The purpose of the project is to provide sanitary service for the Willet sanitary catchment in order to support population densities projected by the Hamilton Official Community Plan Update. This area does not have an existing City sanitary system and is currently serviced by septic systems.

Where possible, costs will 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 Sanitary Sewer Reserve.

Program:	**Infrastructure Program**	**Sub-program:**	**Sanitary Sewer**
Project Name:	**Sanitary Facility Land Acquisition for Grease Management**	**Submission ID:**	**5871**
Location:	Various		
Cost:	$2,500,000	**OBI:**	$ -
Funding Sources:	Sanitary Utility: $2,500,000		

Scope:

This project involves land acquisition required for new sanitary facilities, including sanitary pump stations and grease extraction facilities.

A sanitary pump station replacement and upgrade is required due to aging infrastructure. Additionally, grease management has become a major contributing factor to the need for proactive preventative maintenance. While a number of programs have been implemented to mitigate the impact of grease blockages, including inspection of commercial grease traps, there is growing need for grease management in residential areas in City Centre. This capital request is to support land acquisition in City Centre for the replacement of a sanitary pump station and a grease management chamber. The exact location is to be determined, however it will be in City Centre in close proximity to an existing sanitary pump station and trunk sewer main.

Program:	**Infrastructure Program**	**Sub-program:**	**Sanitary Sewer**
Project Name:	**Sanitary Forcemain Valve Installations**	**Submission ID:**	**5642**

Location: Various Locations

Cost: $100,000 **OBI:** $25,000

Funding Sources: Sanitary Utility: $100,000

Scope: 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 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:**	**5054**
Location:	Various		
Cost:	$1,000,000	**OBI:**	$62,500
Funding Sources:	Sanitary Utility: $1,000,000		

Scope:

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 fats, oil, and grease (FOG) issues in the forcemain system and a review of FOG mitigation measures. Improvements will likely include:

- Installation of pressure monitors;
- Installation of forcemain bypass and inspection assemblies;
- Implementation of grease extraction measures;
- Upgrade electrical, control and telemetry kiosks; and
- Improved pump station access and safety.

Program:	**Infrastructure Program**	**Sub-program:**	**Sanitary Sewer**
Project Name:	**Sanitary Pump Station Rehabilitation**	**Submission ID:**	**5631**

Location: Various Locations

Cost: $350,000 **OBI:** $21,875

Funding Sources: Sanitary Utility: $350,000

Scope: This project involves the rehabilitation of existing sanitary pump stations. The scope of work includes electrical kiosk replacement, power supply upgrade, new motor control centre (MCC) installation, pump rewinding, and concrete slab and aluminum hatch installation.

Program:	**Infrastructure Program**	**Sub-program:**	**Sanitary Sewer**
Project Name:	**Sanitary Sewer Tie-in and Restoration**	**Submission ID:**	**5395**

Location: Various Locations

Cost: $150,000 **OBI:** $ -

Funding Sources: Sanitary Utility: $150,000

Scope: This project involves tie-in and restoration work for sanitary sewer projects completed as part of prior years' capital programs.

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Project Name:	**Public Works Infrastructure Advanced Design**	**Submission ID:**	**5042**

Location: City Wide

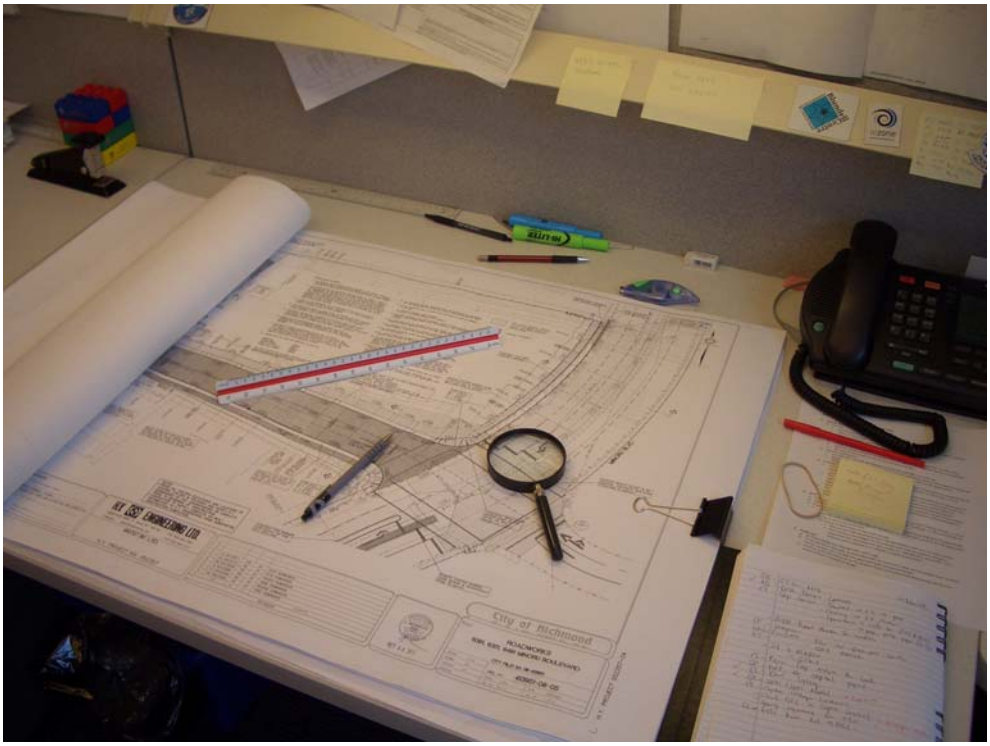
Cost: $1,962,000 **OBI:** $ -

Funding Sources:

Drainage Utility:	$1,000,000
Water Utility:	$430,000
Sanitary Utility:	$470,000
Roads DCC:	$58,280
Roads City Assist:	$3,720

Scope: The scope of work includes hiring consultants and contractors to assist staff with the plan and design of the 2018 capital plan and deliver reports that define long-term infrastructure upgrades.

Sanitary Project Design and Planning	$420,000
Sanitary System Modelling	$50,000
Water Project Design and Planning	$380,000
Water System Modelling	$50,000
Drainage & Diking Project Design + Planning	$950,000
Drainage System Modelling	$50,000
Roads	$62,000
Total	$1,962,000



Program:	**Infrastructure Program**	**Sub-program:**	**Minor Capital**
Project Name:	**Public Works Minor Capital - Drainage**	**Submission ID:**	**4988**

Location: City Wide

Cost: $300,000 **OBI:** $18,750

Funding Sources: Drainage Utility: $300,000

Scope: 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.

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.

Program:	**Infrastructure Program**	**Sub-program:**	**Minor Capital**
Project Name:	**Public Works Minor Capital - Sanitary**	**Submission ID:**	**5053**

Location: Various Locations

Cost: $450,000 **OBI:** $31,250

Funding Sources: Sanitary Utility: $450,000

Scope: This project involves minor work related to 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.

Program:	**Infrastructure Program**	**Sub-program:**	**Minor Capital**
Project Name:	**Public Works Minor Capital - Sanitation & Recycling**	**Submission ID:**	**5964**
Location:	City Wide		
Cost:	$300,000	**OBI:**	$ -
Funding Sources:	General Solid Waste and Recycling: $300,000		

Scope:

The project involves minor work relating to the Recycling Depot site, including site improvements, minor expansion projects and safety upgrades. The project also includes acquisition of litter and recycling containers for streetscape and event recycling programs. Crane truck equipment for the collection of hard to handle illegally dumped materials (such as mattresses, large appliances, etc.) is also included in the scope of this project with the goal of helping to reduce worker injury claims. This will allow the City to ensure it has the proper tools and equipment to maintain quality solid waste and recycling services for residents.

Program:	**Infrastructure Program**	**Sub-program:**	**Minor Capital**
Project Name:	**Public Works Minor Capital - Traffic**	**Submission ID:**	**5083**

Location: Various Locations

Cost: $250,000 **OBI:** $8,581

Funding Sources: Capital Revolving: $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.

Program:	**Infrastructure Program**	**Sub-program:**	**Minor Capital**
Project Name:	**Public Works Minor Capital - Water**	**Submission ID:**	**791**

Location: Various Locations

Cost: $500,000 **OBI:** $ 0

Funding Sources: Water Utility: $500,000

Scope: This project involves minor work related to the water infrastructure, including minor watermain repairs and replacements, operational efficiencies, changes to safety requirements, testing of new technologies, and response to resident complaints that require minor upgrades.

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.

Building Program 2017

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.

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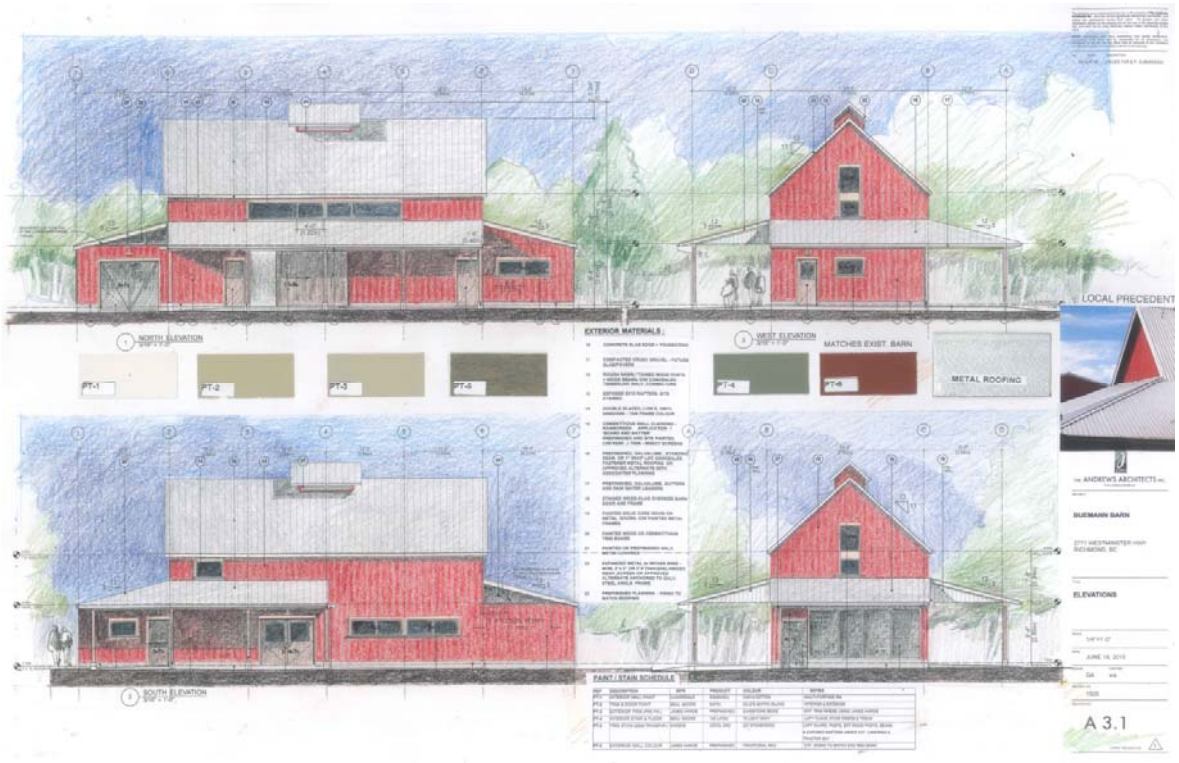
South Arm Community Centre Fitness Renovation 83

Program:	**Building Program**	**Sub-program:**	**Building**
Project Name:	**Advanced Planning and Design for Major Facilities Phase 2**	**Submission ID:**	**5973**
Location:	City Wide		
Cost:	$2,000,000	**OBI:**	$ -
Funding Sources:	Building and Infrastructure: $2,000,000		
Scope:	Engage the appropriate consultants (i.e. Architects, engineers, cost consultants etc.) for the Major Facilities Phase 2 (2016 - 2026) priority progress to provide a range of professional services necessary to advance to the concept development stage.		



Program:	**Building Program**	**Sub-program:**	**Building**
Project Name:	**City Hall Boiler Replacement Upgrade**	**Submission ID:**	**5968**

Location: City Hall

Cost: $230,000 **OBI:** $-5,000

Funding Sources:

Capital Revolving:	$195,000
Enterprise:	$35,000

Scope: Replace and upgrade the low rise and high rise heating system boiler plants at City Hall.

The boilers at City Hall have reached the end of their useful life and are no longer able to be operated in an efficient manner. Replacing the two low rise and two high rise boilers, with new upgraded and inter-connected equipment will reduce plant operation, improve the gas use efficiency at City Hall, and reduce maintenance activities associated with the boilers.

It is estimated that approximately 600 GJ of natural gas use annually will be avoided by replacing the boilers, which will equal over $5,000 in cost avoidance savings, and will reduce greenhouse gas emissions at City Hall by 30 tonnes.

Program:	Building Program	Sub-program:	Building
Project Name:	City Hall Domestic Water Piping Upgrade	Submission ID:	5856

Location: 6911 No 3 Road

Cost: $350,000 **OBI:** $ -

Funding Sources: Capital Revolving: $350,000

Scope: The domestic piping system servicing City Hall has extensive pinholes and has reached the end of its serviceable life cycle and will be replaced with an Aquatherm corrosion resistant piping system. This system renewal 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.

Program:	Building Program	Sub-program:	Building
Project Name:	City Hall Server Room A/C Unit Installation	Submission ID:	5958

Location: City Hall

Cost: $325,000 **OBI:** $ -

Funding Sources: Capital Revolving: $325,000

Scope: Remove the existing four (4) air conditioning units and install four (4) air conditioning units into the main server room for City Hall.

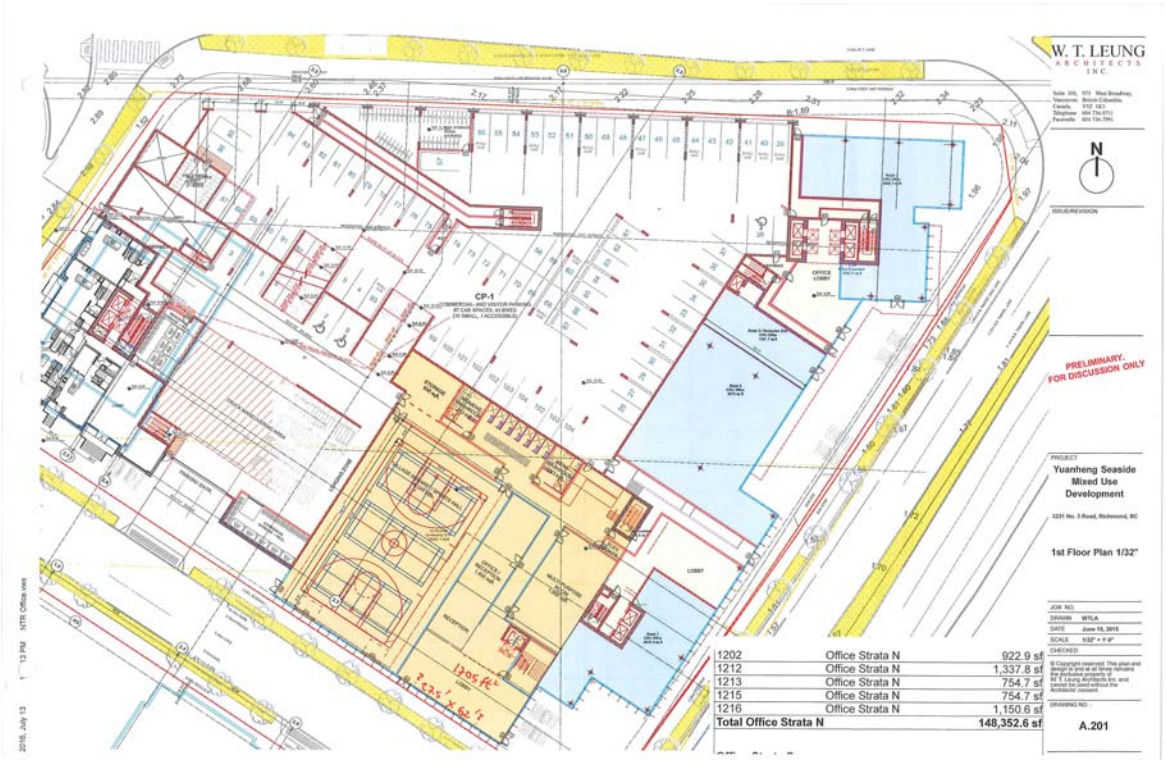
Program:	Building Program	Sub-program:	Building
Project Name:	Developer Funded Advanced Design and Coordination	Submission ID:	6022

Location: 3211 No. 3 Road

Cost: $600,000 **OBI:** $ -

Funding Sources: Developer Contribution: $600,000

Scope: Project management and construction manager services associated with the construction of a new community facility along No. 3 road. This will also include the design and construction costs for fibre optics to the facility.



Program:	Building Program	Sub-program:	Building
Project Name:	Direct Digital Control Upgrade & Consolidation Phase 3	Submission ID:	5750

Location: Various City Facilities

Cost: $180,000 **OBI:** $-19,863

Funding Sources: Enterprise: $180,000

Scope:

The general scope of work for this Phase 3 project is to replace and upgrade direct digital control systems associated with HVAC and lighting controls at select City facilities, as per the DDC Upgrade and Management Plan.

There are approximately 25 City buildings that have direct digital control (DDC) systems that control mechanical and lighting functions. These systems are used to monitor and adjust comfort parameters, equipment performance, and building scheduling, as well as remotely diagnose problems. Prior to starting the initiative, the City had seven different types of control applications, with some of the systems having reached their end of life. The number of different systems and the fact that some systems are now obsolete, makes it challenging to effectively and efficiently manage, program, monitor, and operate the comfort systems in those City buildings.

The replacement and upgrading of these systems will allow for more efficient building operation, increased ability for effective and timely in-house programming, reduced training requirements for multiple legacy systems, and increased ability for energy use monitoring and system anomaly notification.

The DDC upgrade plan will be phased over 3 years with a funding breakdown of:

- 2015: $290,000 (2015 capital submission - implemented)
- 2016: $241,500 (2016 capital submission - implemented)
- 2017: $180,000 (submitted for consideration)

Similar to Phase 1 and 2 of this project, it is proposed for Phase 3 to be funded from the Enterprise Fund, with the anticipated energy utility cost savings ($19,863/year) from increased energy efficient operation of these buildings will be used to re-pay the fund.

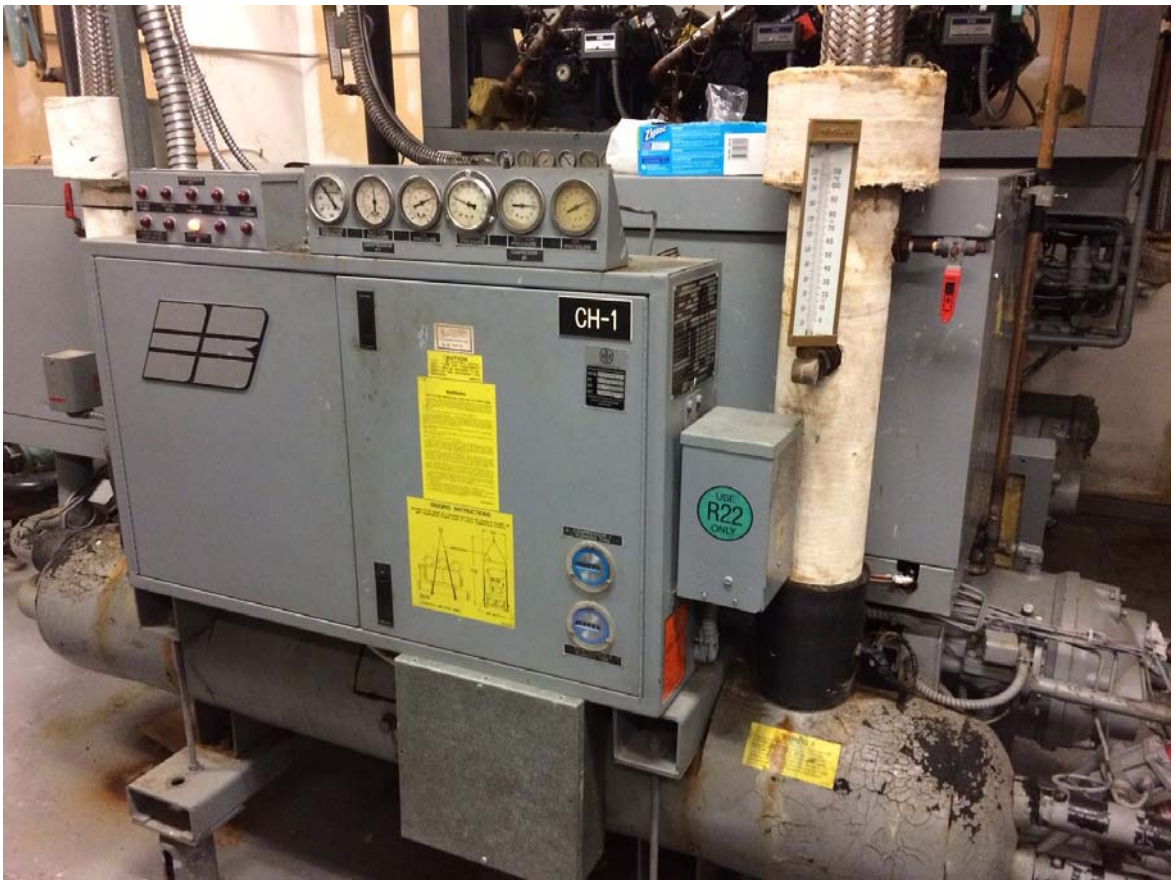
In addition to internal funding, external incentive opportunities will be explored to potentially offset the capital cost of the project or repay the Enterprise Fund sooner.

Program:	**Building Program**	**Sub-program:**	**Building**
Project Name:	**Library and Cultural Centre Chiller Replacement**	**Submission ID:**	**5971**
Location:	Library and Cultural Centre		
Cost:	$300,000	**OBI:**	$ -
Funding Sources:	Capital Revolving: $300,000		

Scope:

Library and Cultural Centre main building air conditioning system is 25+ years old and has reached its recommended age to plan for replacement.

It utilizes 4 large compressors to provide air conditioning to the Library and Cultural Centre and uses a refrigerant called R-22 which will no longer be available after 2020.



Program:	**Building Program**	**Sub-program:**	**Building**
Project Name:	**Minoru Chapel Restoration**	**Submission ID:**	**5934**

Location: Minoru Park

Cost: $280,875 **OBI:** $ -

Funding Sources: Capital Revolving: $280,875

Scope: Built in 1888, Minoru Chapel is an iconic and popular heritage site for weddings, film rentals and special programs like The Opera Series and Doors Open Richmond. The Chapel has gone through 2 previous phases of restoration work that included, creating opportunities for accessibility, replacement of the roof and repair to interior finishes. Over the course of the work additional issues were discovered, creating an immediate need for a third and final phase of restoration work. This final phase will include repair of exterior siding and doors impacted by dry rot and the installation of a sub floor to provide support to preserve the 1880s fir interior flooring. The work is essential in order to preserve the heritage integrity of the site and character defining elements that make it an important part of the City's built and social heritage.

Design and procurement to commence in 2017.

Restoration work is scheduled to commence in 2018. The Chapel is only available in January and February due to advance bookings for weddings and other rentals. Work will include rot repair, doors repair and the installation of a sub floor to support the late 1800s fir flooring.

Program:	**Building Program**	**Sub-program:**	**Building**
Project Name:	**Phoenix Net Loft Design**	**Submission ID:**	**6005**

Location: Phoenix Net Loft, Steveston

Cost: $500,000 **OBI:** $ -

Funding Sources: Arts, Culture and Heritage: $500,000

Scope: The scope of work is to complete design for preservation and conservation of the Phoenix Net Loft to bring to a condition similar to the recently upgraded Seine Net Loft.

The Phoenix Net Loft and attached decking is in a state of considerable disrepair. Building assessment work completed has shown the following areas need to be addressed.

-Approximately 90% of existing timber piles are rotting

-Internal posts, beams and stairs require structural support

-Windows, doors and louvers need to be refurbished

-The exterior deck attached to the Phoenix Net Loft is collapsed in some sections and near a point of collapse in other sections

-Existing mechanical and electrical systems need replacement and upgrade be similar to the Seine Net Loft

-New site services are required; water, sanitary, storm, gas and 3 phase power

-Flood protection requirements related to the Phoenix Net Loft elevation

-Structural deficiencies to be addressed on Level 2 to permit public occupancy

-Miscellaneous associated works.

Program:	**Building Program**	**Sub-program:**	**Building**
Project Name:	**South Arm Community Centre Fitness Renovation**	**Submission ID:**	**5699**

Location: 8880 Williams Road

Cost: $1,500,000 **OBI:** $ -

Funding Sources:

Council Community Initiative:	$500,000
Community Contribution:	$500,000
Grant:	$500,000

Scope: This South Arm Community Centre renovation will expand the second floor fitness area, increasing the usable fitness space from 3070 square feet to 7835 square feet. This project is estimated to take ten months to complete, commencing in February 2017 and completing in December 2017. The South Arm Community Association is a partner in this project, contributing $500,000 to the building costs.

Major Cost Components:

Direct Construction	$ 990,000
Indirect Costs	$ 310,000
Contingency	$ 200,000

Parks Program 2017

Richmond is renowned for its high quality parks and recreation facilities. The City's park system has over 120 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.

2017 Recommended Parks – Major Parks/Steetscapes Program

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Program:	**Parks Program**	**Sub-program:**	**Parks**
Project Name:	**Britannia Landscaping Improvements and Wayfinding**	**Submission ID:**	**5832**

Location: Britannia Shipyard Site

Cost: $150,000 **OBI:** $ -

Funding Sources:

Parks Development DCC:	$141,075
Parks Development City Assist:	$8,925

Scope: In order to advance the Britannia Shipyards National Historic Site Strategic Plan, the scope of this project includes the development of a park plan, which includes wayfinding and landscape improvements to enhance the functionality of the site, as well as the maritime and cultural heritage experience for residents and vistors. It will also identify and determine the use and locations of the park for future infrastructure and development.

- Investment in an enhanced design park plan for the site will determine the entry points for the site, directional signage for important destinations on the site, provide site identity and develop a plan and identify where any future buildings or structures for the site could be placed (such as an A frame boat building structure).

- A park plan will also assist to determine the scope of work needed to add any additional structures to be incorporated in the site.

Program:	**Parks Program**	**Sub-program:**	**Parks**
Project Name:	**Britannia Seine Net Loft Washroom Facilities**	**Submission ID:**	**6012**

Location: Britannia Shipyards

Cost: $393,014 **OBI:** $8,892

Funding Sources: Arts, Culture and Heritage: $393,014

Scope: The Seine Net Loft building at Britannia Shipyards National Historic Site was restored in 2013. The restoration project included the rehabilitation of the superstructure, which included seismic and electrical upgrades, a fire protection system as well as life and safety improvements so that the building could be used for public assembly, exhibit space and storage. Since the restoration in 2013, it has been identified the need for washrooms to be installed inside the building to support programs, events and rentals. The scope of the project is construction of two new accessible washroom stalls within the Seine Net Loft building under the northwest stairs within the building; and create needed secure storage for tables and chairs and other equipment in the facility.

Program:	**Parks Program**	**Sub-program:**	**Parks**
Project Name:	**Cambie City Centre Park**	**Submission ID:**	**5423**

Location: Cambie Area

Cost: $1,000,000 **OBI:** $21,824

Funding Sources:

Parks Development DCC:	$940,500
Parks Development City Assist:	$59,500

Scope: Cambie City Centre Park is a new park located within the Capstan Village neighbourhood of Richmond's City Centre. The park will function as a local green space and urban square for public gatherings and community activities, and will complement the surrounding high density, urban neighbourhood. It will offer a diverse mixture of landscapes, programs, activities and amenities for residents and visitors alike to experience and enjoy. This phase of work includes the addition of special amenities to the base park development. Work will begin on the planning and design of the children's play area, and a plaza performance area, which may include a stage with support facilities, storage area and public washrooms.

This project supports multiple Council 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:**	**5955**

Location: Various Locations

Cost: $150,000 **OBI:** $8,438

Funding Sources: Developer Contribution: $150,000

Scope: 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 no or few existing trees. Planting trees provides many benefits to the community, including adding beauty to park sites 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; positively affecting public health.

This program supports Council Term Goal 3.2 - A strong emphasis on physical and urban design; and 4.2 Innovative projects and initiatives that advance sustainability.

Program:	**Parks Program**	**Sub-program:**	**Parks**
Project Name:	**Garden City Lands Phase 2**	**Submission ID:**	**5647**

Location: Garden City Road & Westminster Hwy.

Cost: $1,200,000 **OBI:** $41,251

Funding Sources:

Parks Development DCC:	$940,500
Parks Development City Assist:	$59,500
Developer Contribution:	$200,000

Scope: Phase 2 of the development of the Garden City Lands (GCL) will focus on completing the installation of the water managmement infrastructure (e.g., the hydraulic barrier between the bog conservation area and the perimeter trails) that will conserve the bog ecosystem while enabling agriculture uses and recreational trails around the perimeter of the park to be constructed. Phase 2 will also include the continued planting of native trees and shrubs around the perimeter of the park. The water management infrastructure is an essential component of the successful development of the park and, therefore, in enabling the park to fulfill the goals set out in the GCL Legacy Landscape Plan which Council adopted on June 9, 2014 as the guide for developing the GCL lands for community use. The Legacy Landscape Plan outlines over 25 City policies and objectives that development of the GCL supports within a variety of focus areas such as agricultural sustainability, ecological health, community wellness, arts and culture and city vibrancy.

Program:	Parks Program	Sub-program:	Parks
Project Name:	London Steveston Park Phase 1 of 3	Submission ID:	5626

Location: London Steveston Park

Cost: $250,000 **OBI:** $2,874

Funding Sources:

Parks Development DCC:	$235,125
Parks Development City Assist:	$14,875

Scope: 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 site transferred to the City for park purposes, with the existing site of London/Steveston School Park. The public was invited to provide input and feedback towards the preparation of the plan at a series of Open Houses held at the school. Interest shown at the Open Houses was strong and response to the park proposal was generally favourable. The design proposes two distinct areas for the site: 1) Park addition - a large, flexible use, open space and a central area that focusses on social activities and play; and 2) Greenways - two 30 foot wide greenways, located to the north and south of a new townhouse development, that connect the park to No. 2 Road.
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.

Program:	Parks Program	Sub-program:	Parks
Project Name:	Minoru Latrace Backstop Upgrades	Submission ID:	5841

Location: Minoru Park

Cost: $300,000 **OBI:** $ -

Funding Sources:
Parks Development DCC: $282,150
Parks Development City Assist: $17,850

Scope: As a consequence of the upgrades to Latrace Baseball Diamond in Minoru Park in 2014, the area has seen an increase in popularity and usage over the previous natural grass field. This includes an increase in pedestrian foot traffic as the field and pathway lighting have created a more pedestrian friendly environment. The upgrades entail the addition of an 80-foot high baseball netting system at Latrace baseball diamond to protect pedestrians and other field users from errant (foul) balls. The field hosts approximately 80 games per year plus various practices and it is estimated that approximately 15 foul balls per game are either going over the backstop or going over the first and third base fence lines.

Minoru Sports fields' complex is a unique site where it combines a variety of sports together in a 360 degree orientation. The diamond has already hosted 2 provincial championships along with various tournaments and countless games and practices. Richmond's Baseball organizations and teams all now consider Latrace as Richmond's premier game and practice location.

Program:	Parks Program	Sub-program:	Parks
Project Name:	Parks Advance Planning & Design	Submission ID:	836

Location: City Wide - Multiple Locations

Cost: $700,000 **OBI:** $11,431

Funding Sources:
Parks Development DCC: $659,300
Parks Development City Assist: $40,700

Scope:

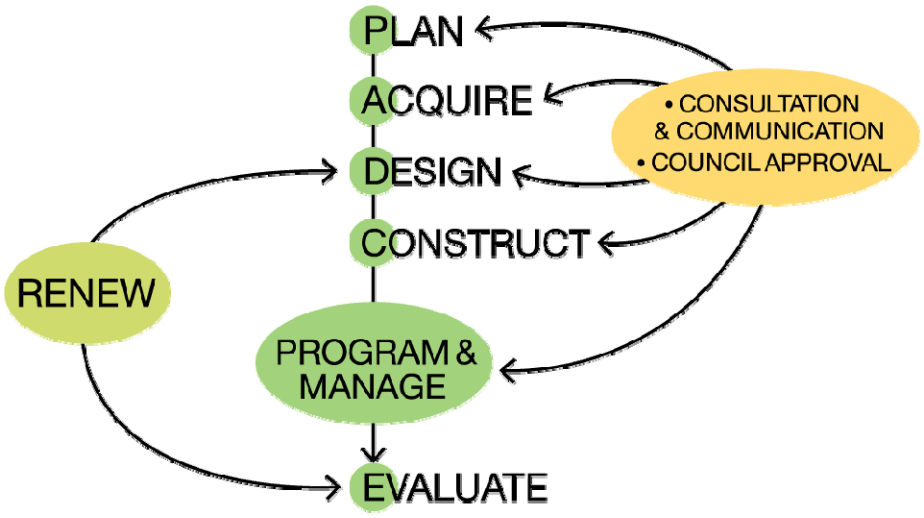
This annual project submission for Parks Advance Planning & Design is to provide ongoing planning, research, consultation, project management and construction detailing of both immediate and future projects in park construction or strategic open space planning.

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."

2017 Projects include:

Garry Point Park & Minoru Masterplan
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



Program:	**Parks Program**	**Sub-program:**	**Parks**
Project Name:	**Parks General Development**	**Submission ID:**	**301**

Location: Various Locations

Cost: $500,000 **OBI:** $6,651

Funding Sources:

Parks Development DCC:	$470,250
Parks Development City Assist:	$29,750

Scope: This ongoing program addresses new and special opportunities, emergency requests and safety driven concerns from the public. As per City Council and Senior Management Team's (SMT) direction, this program funds ongoing improvements of various park amenities and facilities that are not part of other larger park capital programs. This funding allows the City the flexibility and ability to respond to Council directions and appropriate public requests in a timely fashion.

For 2017, projects include a new dog off-leash area at Garden City Park, drainage improvements at various park locations and emergency repairs as required.

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.

This project is relative to Council term goals of providing Quality Infrastructure Networks and a Safe Community.

Program:	Parks Program	Sub-program:	Parks
Project Name:	Playground Improvement Program	Submission ID:	4966

Location: Various Locations

Cost: $300,000 **OBI:** $ 0

Funding Sources:

Parks Development DCC:	$282,150
Parks Development City Assist:	$17,850

Scope: 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.

This program relates to the following Council Term Goals:

Goal 1 - A Safe Community

Goal 2 - A Vibrant, Active and Connected City

Goal 6 - Quality Infrastructure Networks

The preliminary priority projects for 2017 are Kilgour Neighbourhood School Park playground and completion of the Richmond Nature Park playground replacement.

Program:	Parks Program	Sub-program:	Parks
Project Name:	Rideau Neighbourhood Park Playground	Submission ID:	5932

Location: 8211 Saunders Road

Cost: $200,000 **OBI:** $ -

Funding Sources:

Parks Development DCC:	$182,150
Parks Development City Assist:	$17,850

Scope:

The playground equipment at Rideau Neighbourhood School Park was removed by Richmond School District No. 38 in October 2015 because the equipment was nearing the end of its life cycle. The School District has reported to City staff that they will not replace the equipment because Rideau Elementary School is closed, and the building is now home to an adult learning centre and the users have no need for a playground. As a result of the playground removal, there is a gap in neighbourhood park services and subsequently City staff have received several complaints from local residents who are concerned about the lack of play opportunities for children living in the area.

In order to address the current gap in services, City staff propose adding a new playground to the park. If approved, the funding will go towards new playground equipment, surfacing and edging, as well as improved drainage. In response to Richmond's growing and increasingly diverse population, the playground will offer a broad range of play opportunities, all while complying with current safety standards.

Failure to replace the playground will continue the gap in park services for this neighbourhood, and the City will continue to receive complaints from residents. Based on recent playground replacement projects, the cost of the new playground is estimated to be $200,000.

This program relates to the following Council Term Goals:

Goal 1 - A Safe Community

Goal 2 - A Vibrant, Active and Connected City

Goal 6 - Quality Infrastructure Network

2017 Recommended Parks – Minor Parks Program

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Program:	Parks Program	Sub-program:	Parkland
Project Name:	Parkland Acquisition	Submission ID:	5100

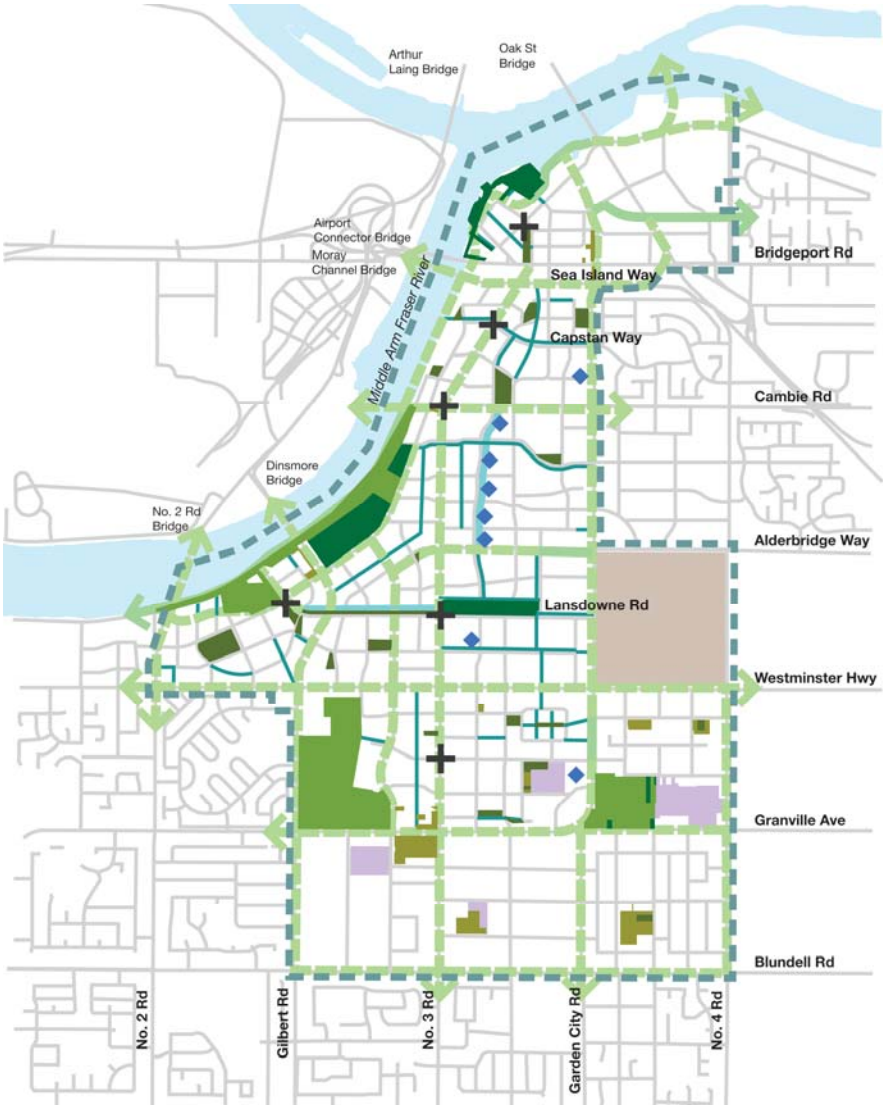
Location: Various

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 the funding from other City sources or pass bylaws to release the funds for each acquisition.



Public Art Program 2017

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.

2017 Recommended Public Art Program

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Public Art Program 99

Program:	**Public Art Program**	**Sub-program:**	**Public Art**
Project Name:	**Public Art Program**	**Submission ID:**	**5092**

Location: Various Locations

Cost: $610,838 **OBI:** $31,250

Funding Sources: Public Art Program: $610,838

Scope: The scope of work consists of a variety of public art projects. The following are proposed projects which may change during the project's duration based on the Public Art Program's consideration of public art opportunities, priorities and private development funding.

For Community Public Art Projects, with funds from previously received contributions by private developers deposited to the Public Art Reserve, $250,000 total, as follows:

- Public education, outreach and promotion of the public art program: $15,000
- Community public art projects: $60,000
- Public Art Projects in collaboration with other City Divisions: $25,000
- Public art legacy projects to celebrate Canada's 150th birthday in 2017: $150,000

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 some will be on City-controlled sites (parks, streets, greenways) to be located in the City Centre, West Cambie, Steveston and Shellmont, $360,838.

Based on in-stream development applications, the expected public art contributions from private development will provide sustainable funding for the Public Art Program Five Year Capital Plan.

Land Program 2017

The land acquisition program relates to the acquisition and disposition of real property for the City, as approved by Council.

2017 Recommended Land – Land Acquisition Program

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Strategic Land Acquisition..... 101

Program:	Land Program	Sub-program:	Land
Project Name:	Strategic Land Acquisition	Submission ID:	5059

Location: Various Properties

Cost: $16,000,000 **OBI:** $ -

Funding Sources: Capital Industrial: $16,000,000

Scope: 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.

Affordable Housing Project Program 2017

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.

2017 Recommended Affordable Housing Project Program

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Affordable Housing Homelessness Strategy 104
Affordable Housing Projects - City Wide 105
Affordable Housing Projects - West Cambie 106

Program:	**Affordable Housing Project**	**Sub-program:**	**Affordable Housing**
Project Name:	**Affordable Housing 2017 Operating Initiatives**	**Submission ID:**	**5936**

Location: City Wide

Cost: $160,000 **OBI:** $ -

Funding Sources: Affordable Housing – Operating: $160,000

Scope:

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 $50,000.

2. Affordable Housing Support - Support is needed with implementing the Affordable Housing Strategy's objectives and coordinating affordable housing inventory tracking, development application and housing agreement preparation, data and research collection, public engagement, and other needs as required $60,000.

3. Storeys Ribbon-cutting event - The Storeys development is anticipated to be completed in Spring 2017 and will require a ribbon-cutting event to officially open the building. This event will include representatives from the federal, provincial and municipal government, as well as the non-profit partners. It is anticipated that the City will be the lead on this event, as the development is on City-owned land and the City contributed over $19.8 million for construction/capital costs. The requested amount will cover event materials, printing/advertising and administrative costs $10,000.

4. 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 $15,000.

5. Richmond Homelessness Coalition (meeting expense) - The RHC's goal is to bring stakeholders together on a bi-monthly basis to discuss and enact initiatives to address the immediate and future needs of Richmond's homeless and at-risk/vulnerable population $10,000.

6. Affordable Housing Economic Analysis (Consulting) - Procure the services of a consultant to complete economic analysis of complex development applications as required Amount $15,000.

Program:	**Affordable Housing Project**	**Sub-program:**	**Affordable Housing**
Project Name:	**Affordable Housing Homelessness Strategy**	**Submission ID:**	**5935**
Location:	City wide		
Cost:	$75,000	**OBI:**	$ -
Funding Sources:	Affordable Housing – Operating: $75,000		
Scope:	The Homelessness Strategy Update will include: updated data and statistics about homelessness in Richmond, a revised needs assessment, policies and strategies with respect to the City's role in addressing homelessness and stakeholder consultations. The completed Strategy will provide a vision for working towards reducing/eliminating homelessness in Richmond, and address gaps/challenges with the current situation. The funds drawn from the Affordable Housing Reserve will be used to hire facilitation services, meeting/consultation expenses as well as assistance with data collection/analysis and document preparation.		

Program:	**Affordable Housing Project**	**Sub-program:**	**Affordable Housing**
Project Name:	**Affordable Housing Projects - City Wide**	**Submission ID:**	**5933**

Location: Various

Cost: $1,300,000 **OBI:** $ -

Funding Sources: Affordable Housing: $1,300,000

Scope: 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.

Program:	**Affordable Housing Project**	**Sub-program:**	**Affordable Housing**
Project Name:	**Affordable Housing Projects - West Cambie**	**Submission ID:**	**5937**

Location: West Cambie

Cost: $2,200,000 **OBI:** $ -

Funding Sources: Affordable Housing: $2,200,000

Scope: To purchase land in or financially contribute to affordable housing projects in West Cambie in accordance with the Council adopted Affordable Housing Strategy.

Equipment Program 2017

The equipment program includes machinery and vehicles for Public Works, Fire Rescue Services, City Hall computer hardware, software, and other miscellaneous equipment.

2017 Recommended Equipment – Annual Fleet Replacement Program

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Vehicle and Equipment Reserve Purchases (PW and Corporate Fleet) 108

Program:	**Equipment Program**	**Sub-program:**	**Vehicle**
Project Name:	**Vehicle and Equipment Reserve Purchases (PW and Corporate Fleet)**	**Submission ID:**	**5925**

Location: Works Yard and Various City Departments

Cost: $3,152,000 **OBI:** $ -

Funding Sources:

Public Works Equipment:	$2,447,000
Sewer Levy:	$205,000
Water Levy:	$500,000

Scope:

Annual replacement of vehicles eligible due to age and condition in accordance with Sustainable Green Fleet Policy 2020.

Vehicle replacements in 2017 include 6 trailers, 2 gang mower implements, 4 mower units, 4 generators, 4 municipal work-style vans, 4 cars, 5 pickups, 1 passenger bus, 2 tandem dump trucks, 1 Vactor truck, 2 pieces of Roads equipment and other related Fleet equipment.

Process for replacement of ageing fleet is to establish needs and develop specifications for vehicle/equipment replacements. Send bid information out to the marketplace, evaluate submissions and award accordingly.

2017 Recommended Equipment – Fire Department Vehicles Program

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Fire Support Vehicle Replacement Reserve Purchases.....111
Fire Vehicle Replacement Reserve Purchases 112

Program:	Equipment Program	Sub-program:	Equipment
Project Name:	Fire Equipment Replacement	Submission ID:	5231

Location: Fire Hall #1

Cost: $226,010 **OBI:** $ -

Funding Sources: Fire Equipment: $226,010

Scope: Replacement of equipment as planned in the Fire Equipment Reserve for 2017 include Self Contained Breathing Apparatus and Hose:

SELF CONTAINED BREATHING APPARATUS (SCBA):

SCBA Equipment upgrades and replacement are planned and funded by the Fire Reserve.

The purpose of this purchase is to bring RFR closer to the optimal number of SCBA packs and system parts. Currently RFR is operating at a minimal level with only 5 spare SCBAs which does not adequately allow for repair, maintenance and emergency operations. The purchases planned for 2017 are

- 23 - X3 SCBA paks, and
- 50 - 5500 PSI Cylinders. Funding for this equipment is $200,000.

HOSE:

Hose Replacement planned and funded by the Fire Equipment Reserve for 30 lengths of hose at $26,010.

The objective is to maintain an adequate inventory of fire hose to effectively maintain the services.

Program:	**Equipment Program**	**Sub-program:**	**Fire vehicle**
Project Name:	**Fire Support Vehicle Replacement Reserve Purchases**	**Submission ID:**	**6013**
Location:	#1 Fire Hall		
Cost:	$59,300	**OBI:**	$ -
Funding Sources:	Fire Equipment: $59,300		

Scope:

Replacement of equipment for Richmond Fire Rescue (RFR) as planned in the Fire Equipment Reserve for 2017.

The replacements requested are aligned with this life cycle replacement plan.

To ensure that RFR has a robust modern fleet of support vehicles to deliver Fire and Rescue services to the community. RFR has developed a replacement plan that maintains financial stability and sustainability of the Equipment Replacement Reserve - Fire.

RFR strives to maintain support vehicles and based on the conditon, the expected life span of these vehicles is 10 years.

Program:	**Equipment Program**	**Sub-program:**	**Fire vehicle**
Project Name:	**Fire Vehicle Replacement Reserve Purchases**	**Submission ID:**	**4962**

Location: #1 Fire Hall

Cost: $1,617,929 **OBI:** $ -

Funding Sources: Fire Equipment: $1,617,929

Scope: Replacement of equipment for Richmond Fire Rescue (RFR) as planned in the Fire Equipment Reserve for 2017.

The replacements requested are aligned with this life cycle replacement plan.

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 Equipment Replacement Reserve - Fire.

RFR strives to maintain a maximum replacement cycle of 20 years with a all suppression apparatus.

2017 Recommended Information Technology Program

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Server Refresh 119
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Wifi Network Expansion 121

Program:	**Equipment Program**	**Sub-program:**	**Information Technology**
Project Name:	**Annual Computer Hardware Refresh**	**Submission ID:**	**5064**

Location: City Hall

Cost: $530,522 **OBI:** $ -

Funding Sources: Hardware Upgrade: $530,522

Scope: This project scope is to perform the scheduled replacement of end of-lifecycle City computer hardware, which includes computer desktops, laptops, backup printers, monitors, celluar phones and iPads.

The planned equipment for 2017 includes: Desktops, workstations, monitors, printers, etc.

Program:	**Equipment Program**	**Sub-program:**	**Information Technology**
Project Name:	**Digital Strategy Implementation**	**Submission ID:**	**5534**

Location: City Hall

Cost: $1,400,000 **OBI:** $84,000

Funding Sources:

Capital Revolving:	$816,300
Hardware Upgrade:	$583,700

Scope:

This project executes on the Richmond Digital Strategy to enable the concepts of “Smart City”, with the ultimate goal of embedding digital technology into the City’s operations, information dissemination and communication with the residents and business community. It will implement a personalized and customer-centric website to allow residents and partners to manage activities with the City. The website will be complemented with mobile app access. The mobile app is to be enhanced with transactional capability. The implementation includes integration and development work for the website, the mobile app, and backend Enterprise Resource Planning (ERP) to provide customer-facing features. The implementation includes integration and development work for data analytics and reporting and administration for back-office and support operations.

The implementation will follow best practices on software architecture and where possible, self-contained software service or application programming interfaces (API) will be developed to improve reuse and maintainability.

Program:	**Equipment Program**	**Sub-program:**	**Information Technology**
Project Name:	**Microsoft Exchange 2016 Upgrade**	**Submission ID:**	**5833**

Location:	City Hall		
Cost:	$296,310	**OBI:**	$ -
Funding Sources:	Software: $296,310		

Scope:

The current hardware that run our Microsoft Exchange 2010 email systems are out of support (Dell) and we will have a hard time finding replacement part. The software is in extended support and will be out of support in 2020.

We will replace our current MS Exchange 2010 servers with latest Exchange 2016 and replace 8 servers.

Program:	**Equipment Program**	**Sub-program:**	**Information Technology**
Project Name:	**OpenText eDocs DM/RM (REDMS) Upgrade**	**Submission ID:**	**5967**

Location: City Wide

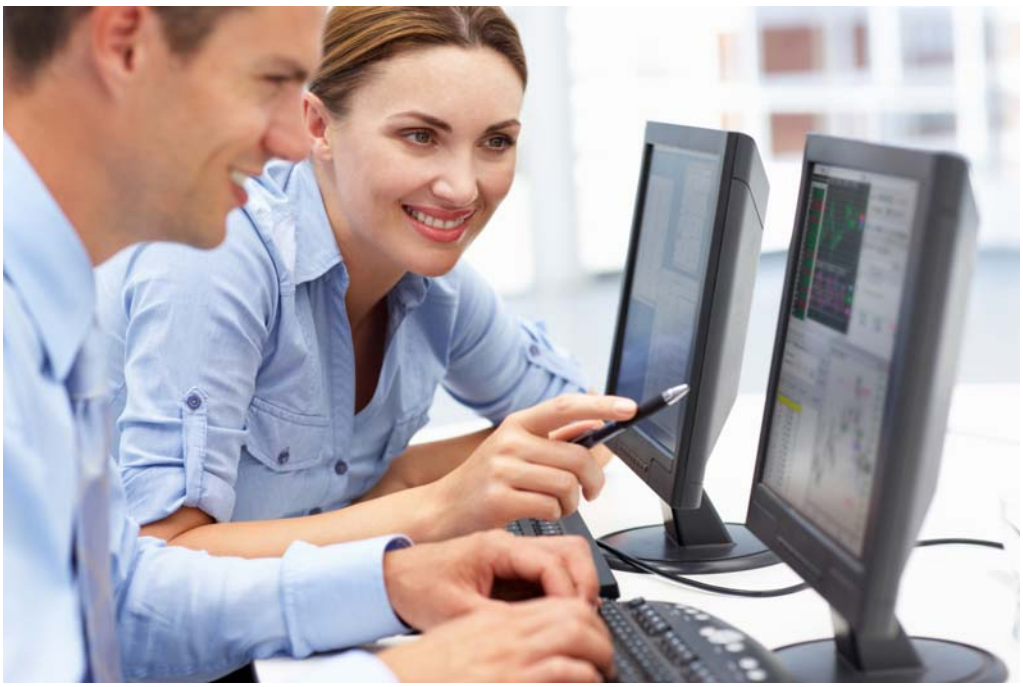
Cost: $178,400 **OBI:** $10,000

Funding Sources: Capital Revolving: $178,400

Scope: The software solution's support and maintenance for the City of Richmond's Enterprise Document Management System (REDMS) is currently in a "Sustaining Maintenance" mode, as of June 2015. Effective June 2015, OpenText has determined that eDocs DM and RM versions of 5.3.1 will not be supported by the core development team and no new service packs or patches will be released for general use. Any requests for patches, hot fixes, new features, enhancements or resolution to product defects will not be addressed in this version and clients will be encouraged to upgrade to supported versions as a solution.

City IT Infrastructure has requested that the two physical database servers be replaced. The physical infrastructure has reached a 5 year cycle, so standard warranties and support from the hardware vendor is also expiring. The current hard disk method is using older technology of Solid State Drive (SSD) by Fusion-io, which is no longer a vendor offered SSD solution.

The scope of this project would include sourcing appropriate software version, system design, configuration, implementation and solution testing, upgrading hardware components of the solution, upgrading integration components with other ERP products, training of staff to maintain and use the solution, and developing and archiving reference documentation.



Program:	**Equipment Program**	**Sub-program:**	**Information Technology**
Project Name:	**Program Registration & Facility Booking Solution**	**Submission ID:**	**5945**

Location: City Wide

Cost: $1,788,250 **OBI:** $65,680

Funding Sources: Capital Revolving: $1,788,250

Scope:

In 2007, the City purchased an enterprise version of the CLASS product and associated user licenses to facilitate program registration and facility booking functions. In 2014, Active Network Ltd. (the current owner of CLASS) informed the City, along with its other clients, that it would be discontinuing CLASS and all support would cease at the end of 2016. Due to negative customer feedback, Active Network Ltd. extended support for CLASS to the end of 2017.

This project will implement a new software solution that will provide greater flexibility in future opportunities on how technology can enable the City to better support a Program Registration and Facility Booking Software. The benefits of a new software solution will provide key functionalities such as online and in person registrations, electronic point of sale, facility booking, event booking, rentals, and course program management.

The solution will also provide new technology opportunities such as:

-Mobile & Tablet friendly applications

-Integrations with a Customer Relationship Management system that will allow consistent and convenient responses to customer requests

-Integration with the City's single sign-on profile service allowing for a seamless master log-on to multiple online services

-Membership & personalization customizations improving user experience

-Web engagement and analytic reporting for measuring key service level and outcomes.

-Marketing opportunities with customer account and membership management.

A new software solution will provide a platform that is open to integration with City business applications, flexible in adopting new technology opportunities, and customizable processes that optimizes customer experience.

Program:	**Equipment Program**	**Sub-program:**	**Information Technology**
Project Name:	**Server Refresh**	**Submission ID:**	**5868**
Location:	City Hall & WY		
Cost:	$589,000	**OBI:**	$ -
Funding Sources:	Hardware Upgrade: $589,000		
Scope:	IT Department annual computer server refresh is a process to replace computer servers that have reached end of life and no longer supported by the vendors. With the new up-to-date hardware, we can reduce the system down time due to hardware failure.		

Program:	**Equipment Program**	**Sub-program:**	**Information Technology**
Project Name:	**Tempest v8.0 Upgrade and Web Services Intergration**	**Submission ID:**	**5985**
Location:	City wide		
Cost:	$120,000	**OBI:**	$ -
Funding Sources:	Capital Revolving: $120,000		

Scope:

The Tempest System software has been providing Tax/Utilities billing, collection and reporting, Electronic Commerce, Cashier Collection and Bylaws Case Management capabilities since 2009. The City is currently on version 7.0 which will no longer be supported after December 31, 2017. Any support requests that require patches, hot fixes, new features, enhancements or resolution to product defects will not be addressed in this version and clients will be encouraged to upgrade to Tempest version 8.0 as a solution. Using a discontinued version of software opens the City to the risk of loss of business continuity. As part of the upgrade, Tempest will provide the City with Web services tools to integrate the online functionalities with the City of Richmond's Customer Profile Service resulting in single log in service for City customers.

The scope of this project would include:

- Sourcing appropriate software version
- System design, configuration, implementation and solution testing
- Upgrading hardware components of the solution
- Upgrading integration components with other ERP products
- Training of staff to maintain and use the solution
- Developing Web Services Integration with Customer Profile Service

Program:	**Equipment Program**	**Sub-program:**	**Information Technology**
Project Name:	**Wifi Network Expansion**	**Submission ID:**	**5818**

Location: Fire Hall 1 / Fire Hall 3 / Minoru Complex

Cost: $255,000 **OBI:** $ -

Funding Sources: Hardware Upgrade: $255,000

Scope: Item One: WiFi in new Firehalls

This one year project will supply WiFi services for the two new Post-Disaster Firehalls throughout the building. This will provide updating of maps and pre-plans in trucks, coverage in office, meeting and training spaces for Fire Dept, City Staff and Outside Agency Emergency Operations Centre (EOC) / Department Operations Centre (DOC) needs (laptops, mobile phones).

Item Two: WiFi in new Minoru Complex

This two year project will supply WiFi services for Public and Staff needs throughout the Facility. This includes coverage in the Natatorium for Spectator and Event use, Fitness facility, Event Centre, Team Rooms and all Office / Public areas.

Item Three: WiFi in Gateway Theatre

This one year project will supply WiFi services for Public and Staff needs throughout the Facility. This includes coverage in the main theatre and lobby for patrons and event use.

2017 Recommended Technology Equipment Program

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Electric Vehicle Direct Current Fast Charging Network Development 124
Energy Management Projects 125

Program:	**Equipment Program**	**Sub-program:**	**Equipment**
Project Name:	**Corporate Parking Lot Lighting Efficiency Upgrades**	**Submission ID:**	**5827**
Location:	various locations		
Cost:	$350,000	**OBI:**	$-18,000
Funding Sources:	Enterprise: $90,000		

Scope:

Upgrade and standardize the lighting fixtures at corporate parking lots, and reduce the electricity used by City infrastructure.

A majority of corporate parking lighting fixtures use less efficient technology and are nearing the end of their useful life. In conjunction with Roads and Engineering Planning, this project will upgrade all corporate parking lot lighting fixtures to more efficient light emitting diode (LED) technology, and look to standardize the fixtures that are used in corporate parking lots.

These measures are anticipated to save the City 230,000 kWh annually in electrical use, which will result in approximately $18,000 in electricity costs avoidance savings. Completing this project will help the City achieve its 2016/2017 electricity reduction goal of 2.3% and will help to maintain the City of Richmond's BC Hydro Power Smart Leadership status. Opportunities for external funding support for this project will be pursued, and maximized where possible.

The majority of the proposed funding for this project is from the Gas Tax Fund, and is eligible under project category - Community Energy Systems - infrastructure that increases the efficient usage of energy. The remaining funding for this project is proposed to come from the Enterprise Fund, as there is a savings/revenue return that can be expected from the implementation of this project

Program:	**Equipment Program**	**Sub-program:**	**Equipment**
Project Name:	**Electric Vehicle Direct Current Fast Charging Network Development**	**Submission ID:**	**5992**

Location: City-Wide Multiple Locations

Cost: $300,000 **OBI:** $16,000

Funding Sources: Carbon Tax: $300,000

Scope: Implement 4 to10 electric vehicle Direct Current (DC) fast charging stations at strategic locations throughout Richmond. Staff are applying for matching funds from the Natural Resources Canada Energy Innovations Program; a federal grant would allow the number of fast charging stations to be approximately doubled.

Washington State DOT

Program:	**Equipment Program**	**Sub-program:**	**Equipment**
Project Name:	**Energy Management Projects**	**Submission ID:**	**5493**

Location: Various Locations

Cost: $240,000 **OBI:** $-45,000

Funding Sources: Enterprise: $240,000

Scope: Reduce the energy used at City infrastructure through the following energy conservation measures;

1. Library and Cultural Centre - Optimize heating and cooling systems

2. Richmond Ice Centre - Boiler upgrades and hot water system optimization

These measures are anticipated to save $45,000 in energy cost avoidance annually, reduce GHG emissions by over 160 tCO2e, and help to maintain the City of Richmond's Power Smart Leadership status. The reduction in building related corporate GHG emissions will help the City to achieve its building GHG emissions reduction target of 65% reduction from 2007 levels by 2020.

Child Care Program 2017

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.

2017 Recommended Child Care Program

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Child Care Projects - City Wide 127
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Child Care Support 129

Program:	**Child Care Program**	**Sub-program:**	**Child Care**
Project Name:	**Child Care Projects - City Wide**	**Submission ID:**	**5829**

Location: Various

Cost: $50,000 **OBI:** $ -

Funding Sources: Child Care Development Reserve: $50,000

Scope: To provide sufficient funding to administer the City's 2017 Child Care Capital Grants Program. These grants support non-profit child care operators with capital improvements to enhance their child care programs, e.g., minor renovations, outdoor playground upgrades, the purchase of equipment and furnishings.

Program:	**Child Care Program**	**Sub-program:**	**Child Care**
Project Name:	**Child Care Projects - City Wide Non-Capital Grants**	**Submission ID:**	**5831**
Location:	Various		
Cost:	$10,000	**OBI:**	$ -
Funding Sources:	Child Care Operating Reserve		
Scope:	To ensure there is sufficient funding to support the 2017 Child Care Professional and Program Development Grants (non-capital). Grants are advertised in September 2016 and then with Council approval awarded in February 2017.		

Program:	**Child Care Program**	**Sub-program:**	**Child Care**
Project Name:	**Child Care Support**	**Submission ID:**	**5962**

Location: City Hall

Cost: $60,000 **OBI:** $ -

Funding Sources: Child Care Operating Reserve

Scope: Child Care Support: Additional resources are required to assist the Child Care Section. At present, support is particularly needed to manage the number of child care and early childhood development hub facilities being built out over the next five years. There are six projects in varying stages of design and construction. The Child Care Operating Reserve 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." Resources are needed to help with the review of child care amenity proposals, project management for facilities in development, preparation of Requests for Expression of Interest (RFEOI) to solicit for child care operators, review of legal agreements, conduct research collection plus other general administrative tasks as required.

Contingent External Contributions 2017

Contingent external contibutions is an estimate of external grants that may be received throughout the year for a variety of approved capital projects.

2017 Recommended Contingent External Contributions

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Program:	Contingent External Contributions	Sub-program:	Internal Transfers/Debt Payment
Project Name:	Contingent External Contributions	Submission ID:	5809
Location:	City Wide		
Cost:	$10,000,000	OBI:	$ -
Funding Sources:	Grant: $10,000,000		
Scope:	The Capital Budget includes an estimate for external grants that may be received throughout the year for various projects. Spending will only be incurred 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.		

Internal Transfers/Debt Payment Program 2017

The internal transfers/debt program relates to the use of capital funding for repayment of capital funds borrowed from other internal sources of funding.

2017 Recommended Internal Transfers/Debt Payment Program

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City Centre District Energy Utility Advanced Design 134
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Nelson Road Interchange Repayment 136
River Rd/North Loop (2005) Repayment 137

Program:	Internal Transfers/Debt Payment	Sub-program:	Internal Transfers/Debt Payment
Project Name:	7080 River Road Repayment	Submission ID:	6014

Location: 7080 River Rd.

Cost: $2,341,384 **OBI:** $ -

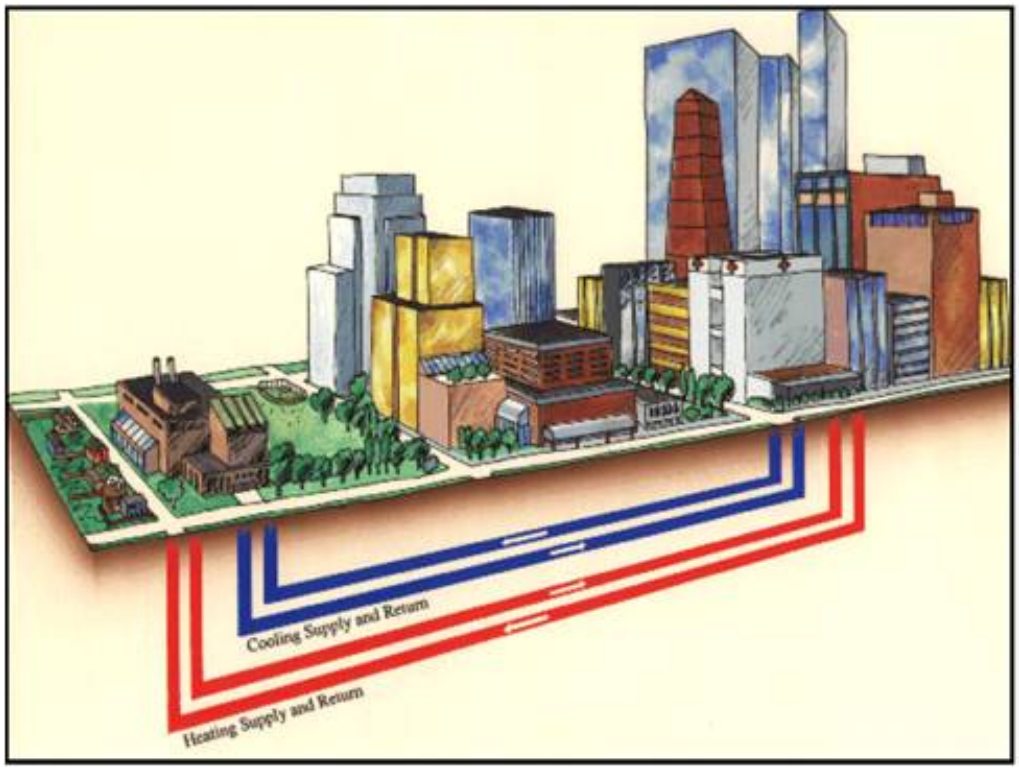
Funding Sources: Parks DCC: $2,341,384

Scope: 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).

The 2017 payment of $2,341,384 is the 1st of 8 payments.

Payments	Year	Balance	Payment	Interest	Principal
1	2017	15,763,942	(2,341,384)	630,558	1,710,826
2	2018	14,053,115	(2,341,384)	562,125	1,779,259
3	2019	12,273,856	(2,341,384)	490,954	1,850,430
4	2020	10,423,426	(2,341,384)	416,937	1,924,447
5	2021	8,498,979	(2,341,384)	339,959	2,001,425
6	2022	6,497,554	(2,341,384)	259,902	2,081,482
7	2023	4,416,072	(2,341,384)	176,643	2,164,741
8	2024	2,251,331	(2,341,384)	90,053	2,251,331

Program:	**Infrastructure Program**	**Sub-program:**	**District Energy**
Project Name:	**City Centre District Energy Utility Advanced Design**	**Submission ID:**	**5824**
Location:	City Centre		
Cost:	$400,000	**OBI:**	$ -
Funding Sources:	Other		
Scope:	Advanced design of the district energy ready (DE-ready) developments in the City Centre neighbourhoods, including District Energy Utility (DEU) corridors. Coordinating design with the new developments including DEU corridors. Professional fees for development and securing DEU-ready building base. Coordinating negotiation of DEU servicing agreements, and implementation of City Centre DEU. Negotiation and implementation of a Request for Expressions of Interest (RFEOI) to execute the plan to provide district energy services in the City Centre North (Capstan) area. Design of the strategy to provide interim energy services outside of defined service areas).		



Program:	Internal Transfers/Debt Payment	Sub-program:	Internal Transfers/Debt Payment
Project Name:	Lansdowne Road Extension Repayment	Submission ID:	3782

Location: Lansdowne Rd.

Cost: $77,263 **OBI:** $ -

Funding Sources: Roads DCC: $77,263

Scope: A total of $626,666 is to be repaid from Roads DCC to the Watermain Replacement Reserve over 10 years.

The 2017 payment of $77,263 is the 8th of 10 equal payments

The loan amortization schedule is:

Payment	Year	Balance	Payment	Interest	Principal
1 -	2010	626,666	$(77,263)	25,067	52,196
2 -	2011	574,470	$(77,263)	22,979	54,284
3 -	2012	520,185	$(77,263)	20,807	56,456
4 -	2013	463,730	$(77,263)	18,549	58,714
5 -	2014	405,016	$(77,263)	16,201	61,062
6 -	2015	343,954	$(77,263)	13,758	63,505
7 -	2016	280,449	$(77,263)	11,218	66,045
8 -	2017	214,404	$(77,263)	8,576	68,687
9 -	2018	145,717	$(77,263)	5,829	71,434
10 -	2019	74,283	$(77,254)	2,971	74,283

Program:	Internal Transfers/Debt Payment	Sub-program:	Internal Transfers/Debt Payment
Project Name:	Nelson Road Interchange Repayment	Submission ID:	5299

Location: Nelson Rd.

Cost: $385,098 **OBI:** $ -

Funding Sources: Roads DCC: $385,098

Scope: A total of $2.54M is to be repaid from Roads DCC to Surplus over 8 years.

The 2017 payment of $385,098 is the 4th of 8 equal payments.

Payment	Year	Balance	Payment	Interest	Principal
1	2014	$2,540,065	$(385,098)	114,303	270,795
2	2015	$2,269,270	$(385,098)	102,117	282,981
3	2016	$1,986,289	$(385,098)	89,383	295,715
4	2017	$1,690,574	$(385,098)	76,076	309,022
5	2018	$1,381,552	$(385,098)	62,170	322,928
6	2019	$1,058,624	$(385,098)	47,638	337,460
7	2020	$ 721,164	$(385,098)	32,452	352,646
8	2021	$ 368,518	$(385,098)	16,583	368,515

Program:	Internal Transfers/Debt Payment	Sub-program:	Internal Transfers/Debt Payment
Project Name:	River Rd/North Loop Repayment	Submission ID:	2306

Location: River Rd./North Loop

Cost: $1,685,056 **OBI:** $ -

Funding Sources: Roads DCC: $1,685,056

Scope: In 2005, $18.2M was borrowed from surplus for the acquisition of the CP Rail land between No. 2 and No. 3 Road and for the re-alignment of River Road

This $18.2M was separated as $17.1M borrowed in 2005 with repayments commencing in 2006 and a second amount of $950,000 beginning repayment in 2008. A total of $18.2M is to be repaid from Roads DCCs to Surplus over 18 years.

The 2017 payment of $1,685,056 is the 12th of 18 payments.

Payments	Year	Balance	Payment	Interest	Principal
1	2006	17,100,000	(1,769,576)	598,500	1,171,076
2	2007	15,928,924	(1,200,000)	557,512	642,488
3	2008	16,236,436	(1,867,000)	568,275	1,298,725
4	2009	14,937,712	(1,867,000)	522,820	1,344,180
5	2010	13,593,532	(468,210)	475,774	(7,564)
6	2011	13,601,095	(300,000)	476,038	(176,038)
7	2012	13,777,133	(200,000)	482,200	(282,200)
8	2013	14,059,333	(1,939,202)	492,077	1,477,125
9	2014	12,612,208	(1,317,000)	441,427	875,573
10	2015	11,736,635	(1,685,056)	410,782	1,274,274
11	2016	10,462,361	(1,685,056)	366,183	1,318,873
12	2017	9,143,488	(1,685,056)	320,022	1,365,034
13	2018	7,778,454	(1,685,056)	272,246	1,412,810
14	2019	6,365,644	(1,685,056)	222,798	1,462,258
15	2020	4,903,386	(1,334,953)	171,618	1,163,334
16	2021	3,488,258	(1,334,953)	130,902	1,204,051
17	2022	2,023,601	(1,334,953)	88,760	1,246,193
18	2023	507,681	(1,334,955)	45,143	1,289,812

Infrastructure Program Unfunded Projects 2017

Due to funding constraints and higher priority projects, the following infrastructure projects are not recommended for funding.

2017 Unfunded Infrastructure Program

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Public Works Minor Capital - Roads 139
Root Damaged Surface Repairs 140

NOT RECOMMENDED

Program:	**Infrastructure Program**	**Sub-program:**	**Minor Capital**
Project Name:	**Public Works Minor Capital - Roads**	**Submission ID:**	**5001**

Location: City Wide

Cost: $250,000 **OBI:** $ 0

Funding Sources: Capital Revolving: $250,000

Scope: 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.

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.

NOT AMENDED

Program:	**Infrastructure Program**	**Sub-program:**	**Roads**
Project Name:	**Root Damaged Surface Repairs**	**Submission ID:**	**5855**

Location: City Wide

Cost: $460,000 **OBI:** $ -

Funding Sources: Capital Revolving: $460,000

Scope: To repair sidewalks damaged by trees in (but not limited to) Blundell, Broadmoor, Shellmont, City Centre, Thompson, Steveston, Seafair and Gilmore neighbourhoods where boulevard trees are adjacent to sidewalks, roadways, curbs and gutters.

The trees were planted 10 or more years ago, at which time root barriers and tree wells were not a requirement. These trees have now matured and are causing significant damage to the surrounding surfaces. This damage is beyond the point of traditional maintenance type repairs. If left unattended, both functionality and public safety will continue to be reduced.

NOT RECOMMENDED

Building Program Unfunded Projects 2017

Due to funding constraints and higher priority projects, the following building projects are not recommended for funding.

2017 Unfunded Building Program

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East Richmond Community Hall Renewals 142
City Hall Lobby Plaza Tile Replacements 143
Project Development Advanced Planning and Design 2017 144
Works Yard Washroom Renovations 145

NOT RECOMMENDED

Program:	**Building Program**	**Sub-program:**	**Building**
Project Name:	**East Richmond Community Hall Renewals**	**Submission ID:**	**5503**

Location: 12360 Cambie Road

Cost: $347,000 **OBI:** $ -

Funding Sources: Capital Revolving: $347,000

Scope: Multiple building systems 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 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 include the replacement of the exterior finishes and envelope repairs which will conserve energy through a decrease in energy expenditure heating / cooling the facility.

NOT RECOMMENDED

Program:	**Building Program**	**Sub-program:**	**Building**
Project Name:	**City Hall Lobby Plaza Tile Replacements**	**Submission ID:**	**5939**

Location: 6911 No 3 Road

Cost: $120,000 **OBI:** $ -

Funding Sources: Capital Revolving: $120,000

Scope: City Hall Lobby Plaza tiles and sub-base have reached its life expectancy and require replacement and re-leveling.

NOT RECOMMENDED

Program:	**Building Program**	**Sub-program:**	**Building**
Project Name:	**Project Development Advanced Planning and Design 2017**	**Submission ID:**	**5815**

Location: City Wide

Cost: $300,000 **OBI:** $ -

Funding Sources: Capital Revolving: $300,000

Scope: Engage the appropriate consultants (i.e. Architects, engineers, cost consultants etc.) for a variety of proposed facility projects to provide a range of professional services from project concept to completion.

NOT RECOMMENDED

Program:	**Building Program**	**Sub-program:**	**Building**
Project Name:	**Works Yard Washroom Renovations**	**Submission ID:**	**5846**

Location: 5599 Lynas Lane

Cost: $535,000 **OBI:** $ -

Funding Sources: Capital Revolving: $535,000

Scope: Multiple systems in this facility constructed in 1980 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 associated miscellaneous items that will serve to prolong the life of the building and ensure the health and safety of its users / inhabitants.

Fixtures - existing washroom fixtures to be replaced with modern energy / water efficient products including: automatic flush valves, sinks, and motion activated faucets.

Electrical - All light fixtures to be replaced with energy efficient LED lighting.

Finishes - Flooring and stalls to be replaced.

NOT RECOMMENDED

Parks Program Unfunded Projects 2017

Due to funding constraints and higher priority projects, the following parks projects are not recommended for funding.

2017 Unfunded Parks Program

Table of Contents

Hollybridge Pier Phase 2 147
Parks Ageing Infrastructure Replacement Program 148
Waterfront Improvement Program 149

NOT RECOMMENDED

Program:	**Parks Program**	**Sub-program:**	**Parks**
Project Name:	**Hollybridge Pier Phase 2**	**Submission ID:**	**5583**

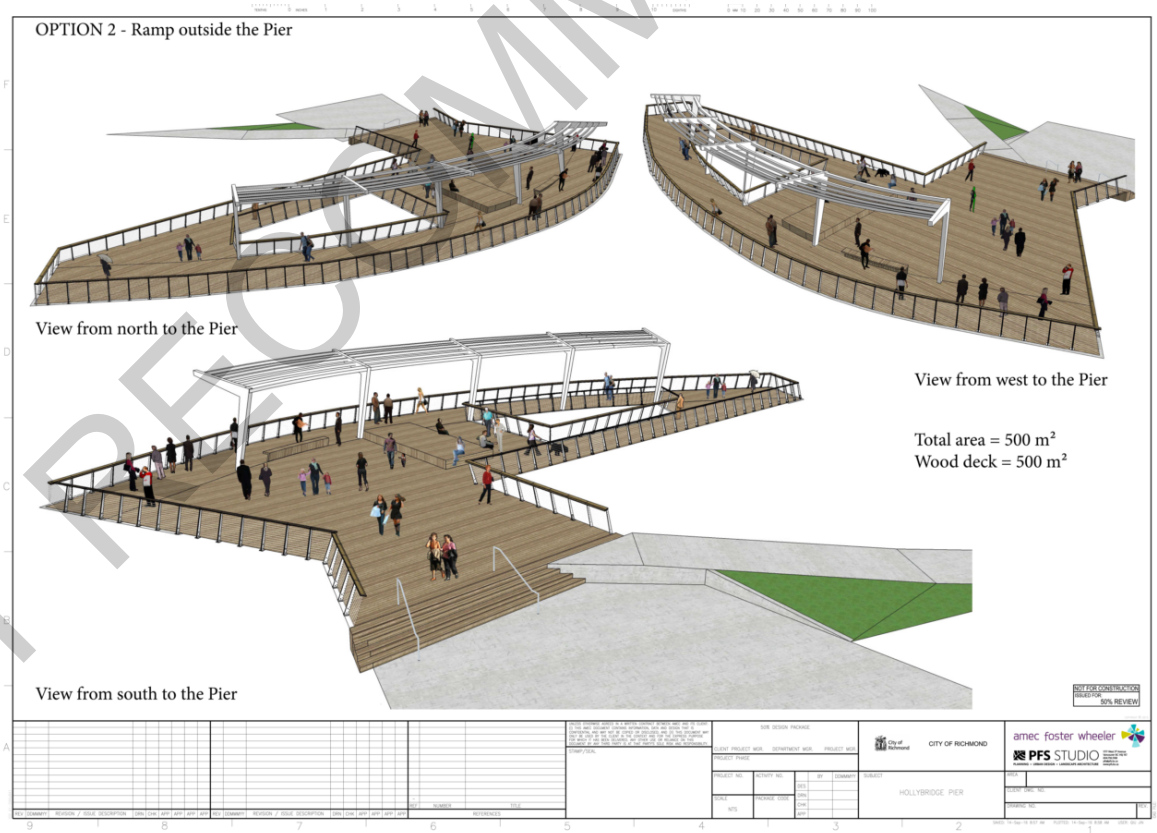
Location: Hollybridge Way and Middle Arm

Cost: $2,000,000 **OBI:** $15,229

Funding Sources: Capital Revolving: $2,000,000

Scope: The purpose of this capital submission is to enable the construction of approximately 80 meters of floating walkway, two floating docks, two 30 meter long pedestrian gangways and associated structural steel piles. This project would occur adjacent to the previously approved Hollybridge Pier which is scheduled to be constructed in 2017. This investment would represent the second and final phase of waterfront development adjacent to ASPAC's River Green Village, and would provide public access to the river's edge and opportunities for Richmond residents to launch kayaks, canoes and stand-up paddleboards. It is expected that the combination of Hollybridge Pier and floating walkway will become a landmark along the Middle Arm, and an integral part of the Oval Village's parks and open space system.

This program supports Council Term Goal 2: A Vibrant, Active and Connected City by creating livable, strong neighbourhoods and supporting development of the City's park and trails system.



NOT RECOMMENDED

Program:	**Parks Program**	**Sub-program:**	**Parks**
Project Name:	**Parks Ageing Infrastructure Replacement Program**	**Submission ID:**	**4967**

Location: Various Locations

Cost: $350,000 **OBI:** $ -

Funding Sources: Capital Revolving: $350,000

Scope:

This replacement program consists of a multi-year phased approach to replace ageing parks and open space infrastructures. These include trails and pathways, drainage systems, outdoor tennis, basketball, lacrosse, and hockey courts, baseball backstops, sports lighting fixtures, and other amenities that cannot be funded through Parks DCCs due to the DCC Bylaw Restrictions for Capital Construction eligibility. Request for funding for this program is from the City's Gaming/Revolving Reserves.

2017 Projects include:

Chainlink fencing retrofit (various sites)	$70,000
Tennis Courts Resurfacing at King George	$100,000
Sports Field Repairs	$100,000
Repairs to timber structures (floats, decks, fences, boardwalks, etc.)	$80,000

Many of the existing structures have surpassed their respective life cycles. They now present potentail liability issues with the lost of structural integrity due to wear and age. Many of these amenities have not been replaced for over 40 years and are in severe damaged condition. As a result, City Staff, Community Centres and its Associations are consistently being contacted to address to address the saferty concerns from the public and sports groups.

A tender process was completed for an annual chain link fencing program to replace damaged fencing within Parks (approximately $70K annually). This annual fencing replacement program would continue to be funded by this capital submission.

Priority projects are confirmed and scheduled in 2016 in order to meet the current demands from Council and the general public to address high safety issues and concerns.

This program supports Council term goals of providing Quality Infrastructure Networks and a Safe Community.

NOT RECOMMENDED

Program:	**Parks Program**	**Sub-program:**	**Parks**
Project Name:	**Waterfront Improvement Program**	**Submission ID:**	**5582**

Location: Scotch Pond & McDonald Beach - Planning for Dredging Operations

Cost: $250,000 **OBI:** $ -

Funding Sources: Capital Revolving: $250,000

Scope:

For 2017, projects include the planning and preparation for the chemical soil analysis investigation and volume calculations at Scotch Pond and McDonald Beach boat launch basin. Results from the chemical soil analysis and volume calculations report will determine the dredging volume and disposal methodology required for permit applications to Environment Canada and Department of Fisheries and Oceans (DFO). The sediment accumulation at both facilities has gradually increased over the years to the point where vessels can only enter or exit during high tides. This creates both a safety and operational issue with the users of the facilities.

A capital submission for the dredging and disposal operations will be completed during the 2017 Capital process upon receiving the engineering and chemical analysis report.

After acquiring the cannery site around 1925 for use as a fishing station, the Canadian Fishing Company dredged the slough in the 1950s to create a moorage pond for their expanding fishing fleet. McDonald Beach is the one of a few available public boat launch facilities in the Lower Mainland. This submission also includes the replacement of the docks and piles at the McDonald Beach Boat Launch Facility.

Proposed funding for these projects is suggested from the Capital Revolving Fund.

In 2009, City Council adopted the Waterfront Strategy and its vision that "Richmond will be a community that celebrates its rich past and recognizes the full potential of its island legacy - a dynamic, productive, and sustainable world class waterfront".

NOT RECOMMENDED

Equipment Program Unfunded Projects 2017

Due to funding constraints and higher priority projects, the following equipment projects are not recommended for funding.

2017 Unfunded Equipment Program

Table of Contents

Emergency Supplies Container Project 151
Emergency Supply Cabinets Project 152

NOT RECOMMENDED

Program:	**Equipment Program**	**Sub-program:**	**Equipment**
Project Name:	**Emergency Supplies Container Project**	**Submission ID:**	**5844**

Location: City Wide

Cost: $515,400 **OBI:** $ -

Funding Sources: Capital Revolving: $515,400

Scope: Supply and install ten containers containing sufficient emergency supplies for a sustained long term response to major emergencies or disasters. These containers will be located strategically around the city, and serve as:

1. Dedicated physical muster points for staff out working around the City to gather and establish staff accountability
2. Provision of emergency supplies including first aid, food, water, portable sanitation and rescue response equipment to support staff efforts post disaster

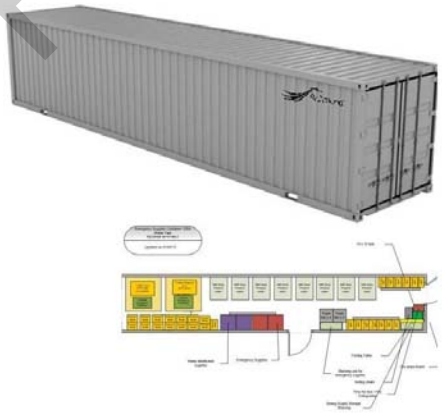
The ten containers will require insulation, heating, cooling and lighting and would be located on City property at/near City centre, the Works Yard and eight other strategic locations around the City.

During a large scale emergency or disaster, supply chain management may be impacted. These caches of emergency response supplies would bridge the time period between the onset of the emergency and the re-establishment of the supply chain.

Staff emergency supplies would include items such as work gloves, flash lights, safety goggles, tarps, portable sanitation stations and first aid equipment.

Emergency food and water solutions would be selected to have a longer term shelf life (5 years), meet nutritional requirements and be ready to eat with no additional resource requirements.

This project provides critical resources and supplies at the onset of a major emergency or disaster for staff to respond and provide critical services to the community. The intent of this project is for the longer term sustained response by staff for larger emergencies or disasters such as an earthquake.



NOT RECOMMENDED

Program:	**Equipment Program**	**Sub-program:**	**Equipment**
Project Name:	**Emergency Supply Cabinets Project**	**Submission ID:**	**5819**

Location: City Wide

Cost: $125,000 **OBI:** $ -

Funding Sources: Capital Revolving: $125,000

Scope: Supply and install thirty cabinets of emergency supplies in City facilities for immediate short term response to emergencies. The cabinets are of sturdy steel construction containing emergency supplies for staff that are containerized for immediate deployment.

Cabinets would be located:

- On each floor of City Hall
- On the occupied floors of the Annex
- In one of the Minoru complex buildings
- At the Oval
- In nine cabinets at the Works Yard for the staff based there
- Eight other locations around Richmond for staff working in those areas.

Cabinets would contain:

- Rescue and safety equipment such as hard hats, work gloves and safety goggles.
- Emergency supplies such as emergency blankets, radio, flashlights and whistles.
- Emergency food bars and drinking water.
- First aid kits to assist until advanced medical personnel arrive.

This project provides critical resources and supplies at the onset of an emergency or disaster for staff to respond to the incident and provide critical services to the community. The intent of this project is for short term immediate emergency response,.

NOT RECOMMENDED

City of Richmond
5 Year Capital Program
(in $000s)

	2017	2018	2019	2020	2021
Infrastructure Program					
Roads					
Accessible Pedestrian Signal Program	250	250	250	250	-
Active Transportation Improvement Program	320	320	220	160	160
Annual Asphalt Re-Paving Program - MRN	1,081	1,081	1,081	1,081	1,081
Annual Asphalt Re-Paving Program - Non-MRN	3,200	2,740	2,740	2,740	2,740
Arterial Roadway Improvement Program	343	300	200	150	150
Bridge Rehabilitation	-	200	200	200	200
Functional and Preliminary Design (Transportation)	25	25	18	13	13
LED Street Light Replacement Plan	380	380	380	-	-
Neighbourhood Walkway Program	250	250	170	125	125
River Drive Multi-Use Pathway, No. 4 Road to Van Horne Way	1,344	-	-	-	-
River Parkway - Gilbert Road to Cambie Road (Phase 1) - Design	800	-	-	-	-
River Parkway - Gilbert Road to Cambie Road (Phase 2)	-	5,250	-	-	-
River Parkway - Gilbert Road to Cambie Road (Phase 2)			5,250		
Sexsmith Road Multi-use Pathway, Beckwith Road to River Road	495	-	-	-	-
Special Crosswalk Program	350	350	240	175	175
Street Light Pole Replacement - Seafair & Richmond Gardens - Phase 4 of 5	-	120	-	-	-
Street Light Pole Replacement - Seafair & Richmond Gardens - Phase 5 of 5	-	-	120	-	-
Traffic Calming Program	100	100	70	50	50
Traffic Signal Program	1,600	750	270	200	200
Traffic Video and Communication Program	200	200	130	100	100
Transit-Related Amenity Improvement Program	250	100	70	50	50
Transit-Related Roadway Improvement Program	250	250	180	125	125
Undergrounding - City Centre	-	-	-	-	2,000
Undergrounding - Ferndale Rd	-	-	-	2,000	-
Undergrounding - Garden City Rd	-	2,000	-	-	-
Undergrounding - Hydro/Telus No. 3 Rd	-	-	2,000	-	-
Total Roads	**$11,238**	**$14,666**	**$13,589**	**$7,419**	**$7,169**
Drainage					
Aquatic Invasive Species Management	-	175	-	-	-
Blundell Road & Burrows Road Irrigation Upgrade	-	-	-	250	-
Box Culvert Repair	1,500	1,500	-	-	-
Burkeville Drainage Improvements	-	1,000	1,000	1,000	1,000
Canal Stabilization	300	-	-	-	-
City Centre Infrastructure Upgrades	3,240	-	-	-	-
Development Coordinated Works - Drainage	250	250	250	250	250
Dike Upgrades	3,000	2,500	2,500	1,500	1,500

	2017	2018	2019	2020	2021
Drainage Pump Station Generator Upgrade	130	130	130	130	130
Drainage Pump Station Rehabilitation	225	300	300	300	300
East Richmond Drainage & Irrigation Upgrades	1,285	300	300	300	300
Horseshoe Slough Dredging	-	500	-	-	-
Knotweed Control & Removal	300	-	-	-	-
Laneway Drainage Upgrade - 10,000 Blk No. 4 Road	-	-	-	340	-
Laneway Drainage Upgrade - Afton Drive (North)	-	-	500	-	-
Laneway Drainage Upgrade - Afton Drive (South)	-	-	1,075	-	-
Laneway Drainage Upgrade - Aintree Crescent (East)	-	-	-	525	-
Laneway Drainage Upgrade - Ashwood Drive/Francis Road	-	-	-	730	-
Laneway Drainage Upgrade - Belair Drive (North)	-	1,090	-	-	-
Laneway Drainage Upgrade - Belair Drive (South)	1,344	-	-	-	-
Laneway Drainage Upgrade - Dennis Crescent (West)	-	-	-	-	345
Laneway Drainage Upgrade - Seacote Road (East)	-	-	-	-	190
Laneway Drainage Upgrade - Seafield Crescent	-	-	-	-	310
Laneway Drainage Upgrade - Seamount Road (East)	-	-	-	-	795
Laneway Drainage Upgrade - Second Ave (East)	-	-	-	165	-
Laneway Drainage Upgrade - Shell Road	-	-	-	-	740
McBurney Drive Drainage Upgrades	350	-	-	-	-
McCallan Rd North Pump Station Upgrade	-	-	-	4,200	-
No. 6 Road South Pump Station Upgrade	-	-	-	-	4,200
Park Road Drainage Upgrade	650	-	-	-	-
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	-
Total Drainage	**$12,574**	**$11,095**	**$10,055**	**$10,190**	**$10,060**
Water					
Development Coordinated Works - Water	250	250	250	250	250
Pressure Reducing Valve Upgrades	-	-	-	1,000	1,000
Thompson Gate Pressure Reducing Valve Station	600	-	-	-	-
Water Metering Program	2,120	1,920	-	-	-
Watermain Replacement - Lulu Island East Area	-	753	1,980	3,110	-
Watermain Replacement - Lulu Island North Area	2,865	2,526	-	-	1,967
Watermain Replacement - Lulu Island West Area	800	3,608	6,921	2,060	-
Watermain Replacement - Sea Island Area	-	-	-	-	2,870
Watermain Tie-in and Restoration	650	500	500	500	500
Total Water	**$7,285**	**$9,557**	**$9,651**	**$6,920**	**$6,587**
Sanitary Sewer					
Aquila Road Sanitary Sewer Replacement	-	-	-	140	-
Bennett West Pump Station Replacement	-	1,700	-	-	-
Development Coordinated Works - Sanitary	400	250	250	250	250

	2017	2018	2019	2020	2021
Gravity Sanitary Sewer Upgrade on River Rd / Beckwith Rd / Charles St	-	-	2,500	-	-
Hamilton Area Sanitary Sewer and Pump Station	1,700	-	-	-	-
Miscellaneous SCADA System Improvements	-	250	250	250	250
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	1,000	1,000	1,000	1,000	1,000
Sanitary Pump Station Rehabilitation	350	350	350	350	350
Sanitary Sewer Rehabilitation - Various Catchments	-	625	-	-	-
Sanitary Sewer Tie-in and Restoration	150	400	-	-	-
Steveston and Broadmoor Forcemain Replacements	-	-	-	1,100	-
Steveston Gravity Sewer Replacement	-	-	-	-	600
Van Horne Pump Station Upgrade	-	-	2,780	-	-
Walford Pump Station Replacement	-	-	-	-	1,800
Williams Road Sanitary Forcemain Replacement	-	-	-	1,920	-
Total Sanitary Sewer	**$6,200**	**$4,675**	**$7,230**	**$5,110**	**$4,350**
Minor Capital					
City Centre Community Centre (C4) North	-	-	1,311	-	-
Public Works Infrastructure Advanced Design	1,962	1,762	1,743	1,731	1,731
Public Works Minor Capital - Drainage	300	300	300	300	300
Public Works Minor Capital - Roads	-	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	300	300	300	300
Total Minor Capital	**$3,762**	**$3,612**	**$4,904**	**$3,581**	**$3,581**
Total Infrastructure Program	**$41,059**	**$43,605**	**$45,429**	**$33,220**	**$31,747**
Building Program					
Building					
5671 No. 3 Road (Rental Bldg) Roof Renewals	-	222	-	-	-
Advanced Planning and Design for Major Facilities Phase 2	2,000	-	-	-	-
Britannia Japanese Duplex & First Nations Bunkhouse	-	3,000	-	-	-
Cambie Community Centre HVAC Renewal	-	941	-	-	-
City Hall Boiler Replacement Upgrade	230	-	-	-	-
City Hall Domestic Water Piping Upgrade	350	-	-	-	-
City Hall Server Room A/C Unit Installation	325	-	-	-	-
Developer Funded Advanced Design and Coordination	600	-	-	-	-
Direct Digital Control Upgrade & Consolidation Phase 3	180	-	-	-	-
East Richmond Library System Renewals	-	-	115	-	-
Fire Hall 4 Fuel Tank	-	-	125	-	-
Fire Hall 5 System Renewals	-	-	138	-	-

	2017	2018	2019	2020	2021
Fire Hall 7 Roofing	-	-	234	-	-
Gateway Theatre HVAC Renewals	-	-	-	-	425
Hugh Boyd Field House	-	-	-	-	6,674
Library and Cultural Centre Chiller Replacement	300	-	-	-	-
Minoru Arena Stadium Rink System Renewals	-	-	1,988	-	-
Minoru Chapel Restoration	281	-	-	-	-
Minoru Silver Arena HVAC	-	1,987	-	-	-
Phoenix Net Loft Design	500	-	-	-	-
RCMP Exhibit Compound Interim Upgrades	-	904	-	-	-
Richmond Public Courthouse Renewals of Interior Finishes	-	780	-	-	-
South Arm Community Centre Fitness Renovation	1,500	-	-	-	-
South Arm Community Hall System Renewals	-	430	-	-	-
Steveston Martial Arts Interior Finishes	-	463	-	-	-
Watermania System Renewals	-	320	-	-	-
West Richmond Community Centre Interior Finishes	-	-	1,567	-	-
Works Yard Administration Annex Interior Renewals	-	724	-	-	-
Works Yard Administration System Renewals	-	1,170	-	-	-
Works Yard Dispersal System Renewals	-	836	-	-	-
Works Yard Garage Workshop System Renewals	-	-	4,708	-	-
Total Building Program	**$6,266**	**$11,777**	**$8,875**	**$-**	**$7,099**
Parks Program					
Parkland					
Parkland Acquisition	4,000	4,000	4,000	4,000	4,000
Total Parkland	**$4,000**	**$4,000**	**$4,000**	**$4,000**	**$4,000**
Parks					
Britannia Landscaping Improvements and Wayfinding	150	-	-	-	-
Britannia Seine Net Loft Washroom Facilities	393	-	-	-	-
Cambie City Centre Park	1,000	500	-	-	-
City Centre Middle Arm Waterfront Park	-	-	-	500	500
City Tree Planting Program	150	200	200	200	200
Garden City Lands Phase 2	1,200	-	-	-	-
Garden City Lands Phase 3	-	2,375	-	-	-
Garden City Lands Phase 4	-	-	6,000	-	-
Garden City Lands Phase 5	-	-	-	400	-
Garden City Lands Phase 6	-	-	-	-	500
Hugh Boyd Artificial Turf Sports Fields	-	-	1,800	-	-
King George Waterpark Retrofit	-	150	-	-	-
King George Waterpark Upgrades	-	-	650	-	-
London Steveston Phase 1 of 3	250	-	-	-	-
London Steveston Phase 2 of 3	-	300	-	-	-
London Steveston Phase 3 of 3	-	-	500	-	-
Minoru Latrace Backstop Upgrades	300	-	-	-	-
Minoru Park Aquatic Centre Demolition and Interim Site	-	3,000	-	-	-

	2017	2018	2019	2020	2021
Improvements					
Minoru Park Renewal Phase 1 Planning	-	250	-	-	-
Minoru Park Renewal Phase 2 Construction	-	-	1,750	-	-
Neighbourhood Parks Characterization	-	100	100	100	100
Parks Advance Planning & Design	700	600	600	600	450
Parks Ageing Infrastructure Replacement Program	-	350	350	350	350
Parks General Development	500	300	400	300	500
Playground Improvement Program	300	300	300	300	300
Rideau Neighbourhood Park Playground	200	-	-	-	-
Tait Central Park	-	800	-	-	-
Waterfront Improvement Program - Dredging & Repairs	-	1,000	-	-	-
Total Parks	**$5,143**	**$10,225**	**$12,650**	**$2,750**	**$2,900**
Total Parks Program	**$9,143**	**$14,225**	**$16,650**	**$6,750**	**$6,900**
Public Art Program					
Public Art					
Oval Precinct Public Art Program	-	500	278	-	-
Public Art Program	611	100	100	100	100
Total Public Art Program	**$611**	**$600**	**$378**	**$100**	**$100**
Land Program					
Land					
Strategic Land Acquisition	16,000	30,000	20,000	10,000	10,000
Total Land Program	**$16,000**	**$30,000**	**$20,000**	**$10,000**	**$10,000**
Affordable Housing Project					
Affordable Housing					
Affordable Housing 2017 Operating Initiatives	160	-	-	-	-
Affordable Housing Homelessness Strategy	75	-	-	-	-
Affordable Housing Projects - City Wide	1,300	400	400	400	400
Affordable Housing Projects - West Cambie	2,200	225	225	225	225
Total Affordable Housing Project	**$3,735**	**$625**	**$625**	**$625**	**$625**
Equipment Program					
Annual Fleet Replacement					
Vehicle and Equipment Reserve Purchases (PW and Corporate Fleet)	3,152	1,944	1,825	1,650	1,981
Total Annual Fleet Replacement	**$3,152**	**$1,944**	**$1,825**	**$1,650**	**$1,981**
Fire Dept Vehicles and Equipment					
Fire Equipment Replacement	226	27	27	28	379
Fire Support Vehicle Replacement Reserve Purchases	59	-	-	-	-
Fire Vehicle Replacement Reserve Purchases	1,618	1,095	1,913	1,210	-
Total Fire Dept Vehicles and Equipment	**$1,903**	**$1,122**	**$1,940**	**$1,238**	**$379**
Information Technology					
Annual Hardware Refresh	531	494	529	562	520
Digital Strategy Implementation	1,400	2,400	-	-	-
Microsoft Exchange 2016 Upgrade	296	-	-	-	-
OpenText eDocs DM/RM (REDMS) Upgrade	179	-	-	-	-
Program Registration & Facility Booking Solution	1,788	712	-	-	-

	2017	2018	2019	2020	2021
Server Refresh	589	-	-	-	-
Tempest v8.0 Upgrade and Web Services Intergration	120	-	-	-	-
Wifi Network Expansion	255	-	-	-	-
Total Information Technology	**$5,157**	**$3,606**	**$529**	**$562**	**$520**
Equipment					
Corporate Parking Lot Lighting Efficiency Upgrades	350	-	-	-	-
Electric Vehicle DC Fast Charging Network Development	300	-	-	-	-
Energy Management Projects	240	550	550	550	550
Total Equipment	**$890**	**$550**	**$550**	**$550**	**$550**
Total Equipment Program	**$11,103**	**$7,222**	**$4,844**	**$4,000**	**$3,430**
Child Care Program					
Child Care					
Child Care Projects - City Wide	50	50	50	50	50
Child Care Projects - City Wide Non-Capital Grants	10	-	-	-	-
Child Care Support	60	-	-	-	-
Total Child Care Program	**$120**	**$50**	**$50**	**$50**	**$50**
Internal Transfers/Debt Payment					
Internal Transfers/Debt Payment					
7080 River Rd Repayment	2,342	2,342	2,342	2,342	2,341
Alexandra District Energy Utility Expansion	-	3,600	1,400	-	-
City Centre District Energy Utility Advanced Design	400	-	-	-	-
Lansdowne Road Extension	77	-	-	-	-
Nelson Road Interchange Repayment	385	385	385	385	385
River Rd/North Loop (2005) Repayment	1,685	1,685	1,685	1,335	1,335
Shovel - Ready Grant (2009) Repayment Lansdowne Rd Extension	-	77	77	-	-
Total Internal Transfers/Debt Payment	**$4,889**	**$8,089**	**$5,889**	**$4,062**	**$4,061**
Contingent External Contribution					
Contingent External Contribution					
Contingent External Contribution	10,000	10,000	10,000	10,000	10,000
Total Contingent External Contribution	**$10,000**	**$10,000**	**$10,000**	**$10,000**	**$10,000**
Grand Total	**$102,926**	**$126,193**	**$112,740**	**$68,807**	**$74,012**

CITY OF RICHMOND
5 YEAR CAPITAL PLAN BY PROGRAM (2017-2021)
(In $000s)

	2017	2018	2019	2020	2021
Infrastructure Program					
Roads	11,238	14,666	13,389	7,419	7,169
Drainage	12,574	11,095	10,055	10,190	10,060
Watermain Replacement	7,285	9,557	9,651	6,920	6,587
Sanitary Sewer	6,200	4,675	7,230	5,110	4,350
Minor Public Works	3,762	3,612	4,904	3,581	3,581
Total Infrastructure Program	**$41,059**	**$43,605**	**$45,429**	**$33,220**	**$31,747**
Building Program	**$6,266**	**$11,777**	**$8,875**	**$0**	**$7,099**
Parks Program					
Parks	5,143	10,225	12,650	2,750	2,900
Parkland Acquisition	4,000	4,000	4,000	4,000	4,000
Total Parks Program	**$9,143**	**$14,225**	**$16,650**	**$6,750**	**$6,900**
Public Art Program	**$611**	**$600**	**$378**	**$100**	**$100**
Land Program					
Land Acquisition	16,000	30,000	20,000	10,000	10,000
Total Land Program	**$16,000**	**$30,000**	**$20,000**	**$10,000**	**$10,000**
Affordable Housing Project	**$3,735**	**$625**	**$625**	**$625**	**$625**
Equipment Program					
Annual Fleet Replacement	3,152	1,944	1,825	1,650	1,981
Fire Dept Vehicles and Equipment Replacement	1,903	1,122	1,940	1,238	379
Technology	5,158	3,606	529	562	520
Equipment	890	550	550	550	550
Total Equipment Program	**$11,103**	**$7,222**	**$4,844**	**$4,000**	**$3,430**
Child Care Program	**$120**	**$50**	**$50**	**$50**	**$50**
Internal Transfers/Debt Payment	**$4,889**	**$8,089**	**$5,889**	**$4,062**	**$4,061**
Contingent External Contributions	**$10,000**	**$10,000**	**$10,000**	**$10,000**	**$10,000**
Total Capital Program	**$102,926**	**$126,193**	**$112,740**	**$68,807**	**$74,012**

CITY OF RICHMOND
5 YEAR CAPITAL PLAN BY FUNDING SOURCES (2017-2021)
(In $000's)

	2017	2018	2019	2020	2021
DCC Reserves					
Drainage DCC	-	1,344	-	97	97
Parks DCC	10,097	10,362	10,801	7,757	8,091
Roads DCC	7,008	9,744	8,747	3,005	2,770
Sanitary DCC	1,425	12	1,337	23	-
Water DCC	403	1,484	282	802	-
Total DCC	**$18,933**	**$22,946**	**$21,167**	**$11,684**	**$10,958**
Statutory Reserves					
Affordable Housing	3,735	625	625	625	625
Arts Culture Heritage	893	-	-	-	-
Capital Building and Infrastructure	2,000	-	2,311	-	-
Capital Reserve	21,438	50,400	38,985	13,517	20,416
Child Care	120	50	50	50	50
Drainage Improvement	12,321	11,050	11,354	11,393	11,263
Equipment Replacement	4,350	2,596	3,486	2,662	2,110
Neighbourhood Improvement	8	-	-	-	-
Public Art Program	611	100	100	100	100
Sanitary Sewer	6,540	5,383	6,614	5,807	5,070
Waterfront Improvement	-	1,000	-	-	-
Watermain Replacement	6,992	7,483	10,099	6,848	7,317
Total Statutory Reserves	**$59,008**	**$78,687**	**$73,624**	**$41,002**	**$46,951**
Other Sources					
Enterprise Fund	545	550	550	550	550
Grant and Developer Contribution	13,419	10,525	10,490	10,463	10,463
Other Sources	8,496	11,395	6,329	4,582	4,540
Sewer Levy	205	-	-	50	-
Solid Waste and Recycling	300	300	300	300	300
Water Levy	2,020	1,790	280	176	250
Total Other Sources	**$24,985**	**$24,560**	**$17,949**	**$16,121**	**$16,103**
Total Capital Program	**$102,926**	**$126,193**	**$112,740**	**$68,807**	**$74,012**

The following is an overview of the major Capital programs proposed for the years 2018 to 2021.

INFRASTRUCTURE PROGRAM

- **River Parkway – Gilbert Road to Cambie Road – Phase 2 (2018: $10,500,000)**

  The general scope of this project includes the construction of a two-lane road along the former CP Railway corridor, from 200 m 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, streetlights, and traffic control devices at intersections. Note: the new road would connect to existing Leslie Road and Cambie Road, with the details of the intersection configurations to be determined through the design process. 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.

  The first phase of the project is proposed to start 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. A more accurate cost estimate will then be carried out and updated in project submissions for subsequent year as necessary. The second phase of the project involves the actual site preparation and construction, which is proposed to start in 2018.

  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

BUILDING PROGRAM

- **Britannia Japanese Duplex & First Nations Bunkhouse (2018: $3,000,000)**

  Japanese Duplex: implement conservation plan, restore and reuse the building, includes fire safety systems, exterior and interior finishes as well as the design, installation and interpretation of exhibits. Substructure work not required as the stabilization was completed in 2004.

  First Nations Bunkhouse: implement conservation and program plan for the building, up to and including working drawings and cost estimates.

- **Minoru Park Aquatic Centre Demolition and Interim Site Improvements (2018: $3,000,000)**

  The new Minoru Complex facility is scheduled to be completed in late 2017, at which time, the programs and services currently operated out of the existing Minoru Aquatic Centre will move to the new facility. If approved, the scope of work for this project will include demolition of the existing Minoru Aquatics Centre and interim landscaping. Demolition of the facility requires abatement of hazardous materials and contingencies, which is accounted for in the cost estimate. The interim park space will include site preparation, drainage, lawn and parking so that the area currently occupied by the building is functional and accessible to the public. The interim landscape condition will be replaced in 2019 once the Minoru Vision Plan process is completed and there is a more detailed plan for the area.

  The design of Minoru Aquatics Centre, as a purpose-built aquatic centre does not lend itself easily to alternate uses. The poor condition of Minoru Aquatics Centre combined with the lack of adaptability for alternate uses results in a facility where decommissioning and demolition is the most viable option. The new Minoru Complex, that will provide programs and services currently held at Minoru Aquatics Centre, has created an additional facility footprint in the park. By demolishing the current Minoru Aquatics Centre, additional park and open space could be generated.

PARKS PROGRAM

- **Garden City Lands Phase 3 to 6 (2018-2021: $9,275,000)**

  Phase 3 of the development of the Garden City Lands (GCL) will focus on the first stage of development of the Community Hub area, including the construction of a barn to store farm equipment, process and store produce, support agricultural educational programs and events, and provide public washrooms. In addition, community gardens

and pedestrian trails will be constructed within the Community Hub thereby broadening the range of opportunities for offering public programs and expanding the variety of activities on the site.

After extensive public process City Council adopted the GCL Legacy Landscape Plan, on June 9, 2014, as the guide for developing these public lands for community use. The Legacy Plan outlines over 25 City policies and objectives that development of the GCL supports within a variety of focus areas such as agricultural sustainability, ecological health, community wellness, arts and culture, and city vibrancy.

Phase 4 of the GCL project includes design and construction of community amenities including major boardwalks and viewing towers, bridges, trails and bog restoration planting.

This phase will open up the whole park to the public by adding community facilities, interpretation and, by providing controlled public access to environmentally sensitive landscapes, as well as providing critical bog restoration as part of the city-wide Ecological Network.

Phase 5 of the construction of the GCL is the continuation of the construction of community facilities including a children's playground, interpretive signage and site furnishings. The previous four phases provide the foundational work required to allow public access, enable farming and protect the bog ecosystem. 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 better serve Richmond residents and visitors.

Phase 6 of the development of the GCL will focus on the Community Hub and in particular the construction of a support building that can store and process produce and equipment, provide public washrooms and include a multifunctional room for interpretive and educational programs.

This phase of the project will help protect the sensitive bog environment and add biodiversity to the site.

LAND PROGRAM

- **Strategic Land Acquisition (2018-2021: $70,000,000)**

  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 (2018: $2,400,000)**

  Building upon the 2017 Digital Strategy foundation to execute on the Richmond Digital Strategy to enable the concepts of “Smart City”, with the ultimate goal of embedding digital technology into the City’s operations, information dissemination and communication with the residents and business community. Scope includes Data Analytics and Reporting - Phase 2, enhancements to website, mobile apps - Phase 2, data & web services development.

City of Richmond

Report to Committee

Planning and Development Division

To:	Planning Committee	**Date:**	November 25, 2016
From:	Wayne Craig Director, Development	**File:**	RZ 16-734204
Re:	**Application by 0731649 BC Ltd. for Rezoning at 9491, 9511, 9531, 9551, 9591 Alexandra Road from "Single Detached (RS1/F)" and "Two-Unit Dwellings (RD1)" to "Low Rise Apartment (ZLR30) – Alexandra Neighbourhood (West Cambie)"**		

Staff Recommendation

1. That Richmond Zoning Bylaw 8500, Amendment Bylaw 9638 to create the "Low Rise Apartment (ZLR30) – Alexandra Neighbourhood (West Cambie)" zone, and to rezone 9491, 9511, 9531, 9551, 9591 Alexandra Road from "Single Detached (RS1/F) and Two-Unit Dwellings (RD1)" to "Low Rise Apartment (ZLR30) – Alexandra Neighbourhood (West Cambie)", be introduced and given first reading.

2. That 9491, 9511, 9531, 9551, 9591 Alexandra Road be approved as an Affordable Housing Special Development Circumstance "donor" site.

3. That the entire cash-in-lieu affordable housing contribution of $892,634 for the rezoning of 9491, 9511, 9531, 9551, 9591 Alexandra Road (RZ 16-734204) be allocated to the capital Affordable Housing Reserve Fund established by Reserve Fund Establishment Bylaw No. 7812.

Wayne Craig
Director, Development

DCB:blg
Att. 6

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Affordable Housing	☑	

Staff Report

Origin

0731649 BC Ltd. has applied to the City of Richmond for permission to rezone 9491, 9511, 9531, 9551, 9591 Alexandra Road (Attachment 1) from the "Single Detached (RS1/F)" zone and the "Two-Unit Dwellings (RD1)" zone to a new "Low Rise Apartment (ZLR30) – Alexandra Neighbourhood (West Cambie)" zone. All five (5) lots are currently vacant; with all the buildings having been removed. The site is located in the Alexandra neighbourhood (Attachment 2).

Conceptual Development Plans are provided in Attachment 3 and a Development Application Data Sheet providing technical details about the development proposal is provided in Attachment 4.

Findings of Fact

The development proposal is to rezone the subject site to a new "Low Rise Apartment (ZLR30) – Alexandra Neighbourhood (West Cambie)" zone in order to develop 263 residential units in two (2) four-storey residential apartment buildings over a single-level parkade.

The development will require the consolidation of five (5) lots into a single property; with a gross site area of 15,125.99 m^2 (162,814.90 ft^2) before road dedications. The development is proposed to be built in two (2) phases; with the first phase (northern half of the site) to include 128 residential units, and the second phase (southern half of the site) to include 135 residential units. The two (2) apartment buildings will be built around a central common area; which will include a water feature, children's play spaces, garden plots, trellised seating area, open grassed areas. The developer proposes to build six (6) affordable housing units on-site, plus provide a cash-in-lieu contribution to the City's Affordable Housing Fund.

The proposed development will require road dedications along May Drive and the intersections of Tomicki Avenue and May Drive, as well as Alexandra Road and May Drive. Connection to the City's District Energy Utility, various frontage improvements, design and construction of the greenway on the adjacent City-owned lot at 9591 Alexandra Road are some of the main off-site works required as part of this development and that will be addressed through one (1) or more Servicing Agreements. The off-site works requirements are included in the Rezoning Considerations (Attachment 6).

Surrounding Development

The subject site involves five (5) properties located between Alexandra Road and Tomicki Avenue immediately to the east of May Drive; all of which are within the Alexandra Neighbourhood of the West Cambie Planning Area. After road dedications of approximately 1,426 m^2 (15,349.33 ft^2), the net site will be approximately 13,699.99 m^2 (147,465.57 ft^2) in area.

Surrounding Development is as follows:

To the North:

- The City-owned future West Cambie park site located on the north side of Tomicki Avenue.

To the South (south side of Alexandra Road):

- A City-owned lot at 9540 Alexandra Road zoned "Single Detached (RS1/F)"; which will form part of the future Alexandra greenway running between Alexandra Road and Alderbridge Way.
- A 23-unit three-storey townhouse development under construction on a 0.4 ha (0.99 ac.) lot zoned "Town Housing (ZT67) – Alexandra Neighbourhood (West Cambie)" at 9560 Alexandra Road (DP 15-700370).
- A 96-unit three-storey townhouse development under construction on a 1.61 ha (3.98 ac.) lot zoned "Town Housing (ZT67) – Alexandra Neighbourhood (West Cambie)" at 9680 Alexandra Road (DP 14-671600).

To the East:

- A City-owned 27 m wide lot which will be part of the future Alexandra greenway that will run between Alexandra Road and Tomicki Avenue.
- East of the greenway at 9566 Tomicki Avenue, is an existing three-storey townhouse development, consisting of 141 units within 26 buildings (known as "Wishing Tree" (DP 08-432203)), zoned "Town Housing (ZT67) – Alexandra Neighbourhood (West Cambie)".

To the West (west side of May Drive):

- Four-storey and six-storey wood frame apartment buildings under construction on the west side at 9311 - 9399 Alexandra Road under DP 13-631492 and zoned "Low rise Apartment (ZLR25) – Alexandra Neighbourhood (West Cambie)".
- A 2.86 ha (7.07 ac.) retail commercial shopping complex nearing completion (DP 13-650988) to the southwest at 9251 Alderbridge Way, zoned "Neighbourhood Commercial (ZC32) – West Cambie Area".

Related Policies & Studies

Official Community Plan (OCP)/West Cambie Area Plan - Alexandra Neighbourhood

The Official Community Plan (OCP) Land Use map designates the property for "Apartment Residential". This designation accommodates multiple family housing in the form of townhouses and apartments. The current low rise apartment proposal conforms to the Official Community Plan (OCP) land use designation.

The subject site is also located in the Alexandra Neighbourhood of the West Cambie Area Plan (Attachment 2). The Area Plan's Land Use designation for the site is "Residential Area 1"; which permits townhouses and low-rise apartments with a maximum floor area ratio (FAR) of 1.7 with contributions towards affordable housing. The Area Plan's designation takes precedence over the generalized OCP Land Use designation. The proposed low-rise apartment

development conforms to the Alexandra Neighbourhood Land Use Map in terms of form of development and density.

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

Built Form and Architectural Character

The development proposal is for two (2) four-storey residential buildings over a single level parkade. Breaks will be provided through the east-west axis of the structure over the podium to partially expose the interior landscaped courtyard.

The style of the buildings is patterned after east-coast brownstones; with articulation to step back the building faces in areas and increasing the roof height in others. Double height entry lobbies will be centrally located along the block facing onto Tomicki Avenue and Alexandra Road; with internal connections leading from the lobbies to the central courtyard.

The facades incorporate punched window openings; with detailed fenestrations, decorative metal flower boxes and concrete lintels and sills. Board and batten siding is used to detail the top floor; complemented by dentils and corner brackets to detail roof overhangs.

Required indoor amenity space is proposed to be incorporated within the northern building (phase 1) with the intent that this creates a more open uninterrupted interior landscaped area and creates visual interest at the street front. The internal amenity area will include a badminton court, exercise studio, multi-purpose room, lounge, bar, games area and a kitchen.

Existing Legal Encumbrances

Two (2) covenants affecting the titles of several of the subject properties involved are to be discharged:

- Covenant BB1239772 involves a Statutory Right-of-Way granted to the City that will no longer be required as this Right-of-Way will be dedicated to the City for road as part of the proposed Rezoning Considerations. This Covenant affects the titles for 9491, 9551 and 9591 Alexandra Road.

- Covenant BB181577 will need to be removed from the title for 9491 Alexandra Road; as it limits the use on that property to only a two-family dwelling.

Discharge of both covenants has been included in the Rezoning Considerations to be completed prior to final adoption of Bylaw 9638.

Transportation and Site Access

The applicant has requested a reduced parking rate for the proposal. A "Parking Supply and TDM Review" was prepared by Bunt and Associates (dated October 11, 2016) in support of a reduction to the parking ratio applicable at the subject site. The report has been reviewed and accepted by the Transportation Department. Based on the technical findings from the report, staff recommend support of a parking rate of 1.44 stalls (1.26 stalls for residents + 0.18 stalls for visitors) per dwelling unit, which is equivalent to City Centre Zone 3 rate PLUS a 10% relaxation; if the following TDM measures are provided by the applicant:

- Provide 120V electric plug-in's for 20% of all parking stalls.
- Provide 120V electric plug-in's for electric bikes, one (1) for every 40 bicycle storage racks (if there are fewer than 40 bicycle racks in a storage compound, one (1) 120V electric plug-in is required for the same compound).
- Provide a bench along each of the three (3) street frontages (or equivalent cash contribution of $6,000 total).
- Make a voluntary cash contribution of $30,000 towards a bus shelter and an accessible landing pad in the general surrounding area as determined by Transportation staff.
- Make a voluntary cash contribution of $5,000 towards the provision of new public benches in the general area.

The proposed TDM measures are similar to those provided by other developments in the area. These conditions have been accepted by the developer and are incorporated into the Rezoning Considerations for Council's consideration.

Vehicle access to the development's common parking area will be provided from May Drive. On-site, drive aisles will have minimum widths of 6.7 m to accommodate two-way traffic. Two (2) loading spaces will be provided to address both loading and garbage/recycling pick needs.

Both Class 1 (secured at 1.25 spaces/unit) and Class 2 (unsecured at 0.2 spaces/unit) bicycle spaces are provided in accordance with the Zoning Bylaw, for a total of 382 spaces.

10 m wide road dedications are required along the western frontage of the site (along May Drive); with additional corner cuts at the intersections of Tomicki Avenue and May Drive and Alexandra Road and May Drive. New sidewalks and treed boulevards will be provided along the three (3) street frontages with May Drive, Tomicki Avenue and Alexandra Road. Details for these frontage improvements are included in the Rezoning Considerations.

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, health condition, and provides recommendations on tree retention and removal relative to the proposed development. The Report assesses seven (7) bylaw-sized trees on the subject property including one dead tree; an additional six (6) trees straddling the southern property boundary and are therefore shared with the City, and one (1) street tree entirely on City property.

The City's Tree Preservation Coordinator has reviewed the Arborist's Report and has the following comments:

- 13 trees identified as (tag# A, B, C, D, 440, 441, 445, 444, 444A, 444B, 444C, 444D and a dead tree with no tag) located on the development site; all in conflict with the proposed development such that they cannot be retained and should be replaced.
- Two (2) trees (tag# 442 and 443) located on City property (identified in very poor condition) to be assessed by Parks Arboriculture staff for either retention or removal and replacement.
- Provide tree protection as per City of Richmond Tree Protection Information Bulletin Tree-03.
- Replacement trees should be specified at 2:1 ratio as per the OCP.

Tree Replacement

The applicant wishes to remove 13 on-site trees (Trees # tag# A, B, C, D, 440, 441, 445, 444, 444A, 444B, 444C, 444D and a dead tree with no tag). The 2:1 replacement ratio would require a total of 26 replacement trees. The applicant has agreed to plant a total of 171 trees; including the 26 replacement trees. The required replacement trees are to be of the following minimum sizes, based on the size of the trees being removed as per Tree Protection Bylaw No. 8057.

DBH of Tree Cut or Removed	No. of Trees Removed	No. of Replacement Trees (2 for 1)	Minimum Height of Coniferous Replacement Tree	Minimum Caliper of Deciduous Replacement Tree
20 - 30 cm	9	18	3.5 m	6 cm
30 – 40 cm	1	2	4 m	8 cm
40 – 50 cm	2	4	5 m	9 cm
50 – 60 cm	1	2	5.5 m	10 cm

Affordable Housing Strategy

Staff recommend that the subject proposal for 9491, 9511, 9531, 9551, 9591 Alexandra Road be approved as an Affordable Housing Special Development Circumstance "donor" site, as the subject site is identified within the City's Contribution Agreement between the City and Kiwanis Senior Citizens Housing Society. A staff report from the General Manager, Community Services dated May 20, 2014 states that the subject site, then known as "Alexandra East", be a "donor" site towards a Council approved Affordable Housing Special Development Circumstance (i.e., Kiwanis Towers Affordable Housing Development at 7378 Gollner Avenue (formerly 6251 Minoru Boulevard). The subject site is the last of nine (9) "donor" projects associated with the Kiwanis development.

The developer proposes to make a $892,634.00 voluntary "donor" contribution to the City's Affordable Housing Reserve in lieu of constructing approximately 518.30 m^2 (5,579 ft^2) of affordable housing on the subject site to reach the Council approved total contribution for the Kiwanis site. The developer will also construct six (6) affordable housing units (inclusive of 1 bachelor, 2 one-bedroom and 3 two bedroom units) totalling approximately 411.84 m^2 (4,433 ft^2) in phase 1 of the project. Staff recommend that the entire "donor" contribution amount be placed into the Affordable Housing Reserve capital fund.

The proposed "Low Rise Apartment (ZLR30) – Alexandria Neighbourhood (West Cambie)" Zoning for the site incorporates the 0.20 FAR density bonus provided as per the Alexandra Neighbourhood Land Use Map, the affordable housing "donor" contribution ($892,634.00), and the minimum affordable housing area (396.51 m^2 [4,268.04 ft^2]) required to be built on-site. The Rezoning Considerations also include a requirement for registration of the City's standard Housing Agreement to secure the affordable housing units.

West Cambie-Alexandra Amenity Contributions (Policy 5044)

Under Policy 5044, the applicant will be subject to the following contributions:

- community planning and engineering planning costs ($17,548.41);
- child care ($150,414.90); and,
- city beautification ($150,414.90).

These contributions are included in the Rezoning Considerations.

District Energy Requirement

The subject site is required to connect to the City's Alexandra District Energy Utility (ADEU). Connection to the DEU will be via the existing distribution piping system. The Rezoning Considerations include a requirement for the registration of a legal agreement(s) regarding the developer's commitment to connect to the Alexandra District Energy Utility (ADEU); including the operation of and use of the DEU and all associated obligations and agreements as determined by the Director of Engineering.

Amenity Space

The Development Permit Guidelines under the Official Community Plan (OCP) require a minimum of 100 m^2 (1,076 ft^2) of indoor amenity space and 1,578 m^2 (16,985.45 ft^2) of outdoor amenity space for a multiple-family development of the size proposed. In addition, the outdoor space must be designed to facilitate children's play and include a play area of 600 m^2 (6,459 ft^2) in area.

The proposed development will provide 563.8 m^2 (6,069.4 ft^2) of indoor amenity space and 2,657.3 m^2 (28,603.1 ft^2) of outdoor space including a children's play space. All the indoor space will be provided in the first phase of the development. Approximately 1,622.96 m^2 (17,469.4 ft^2) of the total outdoor amenity space will be provided in the first phase of the development; with the balance provided in the second phase.

Site Servicing and Frontage Improvements

A Servicing Agreement will be required to service the proposed development. Key elements that will be addressed in the Servicing Agreement include:

- Replace approximately 45 m of watermain located south of the subject site along Alexandra Road.
- Install approximately 120 m of a new 600 mm storm sewer along Alexandra Road.
- Coordinate the undergrounding of all third party service lines fronting the property.
- Provide land dedications including a 10 m wide strip along the Tomicki Avenue frontage, a 10 m wide strip along the May Drive frontage, and 4 m x 4 m corner cutes at the intersections of Tomicki Avenue/May Drive and Alexandra Road/May Drive.
- Design and construction of concrete sidewalks, curb and gutter, treed/grassed boulevards and paved roads along Tomicki Avenue from May Drive to Tomicki Avenue.
- Completing the road works along May Drive from Tomicki Avenue to Alexandra Road (concrete sidewalks, treed / grassed boulevards, curb/gutter and pavement.

West Cambie Greenway

Included in the Rezoning Considerations is a requirement for the developer to enter into a Servicing Agreement for the design and construction of the park greenway on the adjacent City-owned property to the east at 9591 Alexandra Road. The design is to incorporate a 3.5 m wide concrete meandering pathway, plaza entry features at Tomicki Avenue and Alexandra Road, native trees and shrubs, benches and lighting features. These works may be eligible for Development Cost Charge Credits.

Issues to be Addressed at Development Permit Stage

- The permeability measures for the site.
- Verification of projections into side yard spaces.
- Play space location, design and furnishings.
- Design adjustments to reduce impacts of exit stairs to the adjacent streetscapes.

- Site lighting and locations.
- Detailed landscaping plans and landscape security requirements.
- Building color scheme and verification of materials.
- Interface and connections with the adjacent park greenway to the east of the site.
- Interior space design for the affordable housing units.
- Verification that non-monetary TDM measures are incorporated into the design.
- Ensuring that 20% of resident parking spaces will be equipped with 120v electric plug-ins and that an additional 25% of the resident parking spaces will be pre-ducted for future wiring to accommodate the future installation of electric vehicle charging equipment.
- Grade interfaces with adjacent development sites.

Public Art

The developer will make a contribution to the City's Public Art Program in the amount of $202,198.00 as required, based on the project's net buildable floor space of 23,191 m^2 (249,627 ft^2).

Aircraft Noise

The subject site is located within Aircraft Noise Sensitive Area 2 within which all aircraft noise sensitive land uses may be considered. Registration of an aircraft noise sensitive use covenant is included in the Rezoning Considerations to be completed prior to final adoption of Bylaw 9638. Submission of an acceptable acoustical and thermal reports is required prior to the Development Permit being forwarded to the Development Permit Panel.

Alexandra Neighbourhood Development Agreement

The development site is subject to the Alexandra Neighbourhood Development Agreement which is an area wide charge on new development to recover the installation costs of storm and sanitary utilities. The Rezoning Considerations includes a requirement for a per dwelling payment plus applicable interest in accordance with the Alexandra Neighbourhood Development Agreement.

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 for the ongoing maintenance of these assets is estimated to be $10,000. This will be considered as part of the 2017 Operating Budget.

Conclusion

The proposed development will result in 263 apartment residential units; including six (6) on-site affordable housing units within two (2) four-storey wood framed apartment buildings over a common parking podium. Generous indoor and outdoor amenity spaces are to be provided

inclusive of extensive play space, open space, water features, seating areas and landscaping elements.

The proposal generally conforms to the Official Community Plan, the West Cambie Area Plan and the Alexandra Neighbourhood Land Use Map designations. Staff recommend that Richmond Zoning Bylaw 8500, Amendment Bylaw 9638 to create the "Low Rise Apartment (ZLR30) – Alexandra Neighbourhood (West Cambie)" zone, and to rezone 9491, 9511, 9531, 9551, 9591 Alexandra Road from "Single Detached (RS1/F) and Two-Unit Dwellings (RD1)" to "Low Rise Apartment (ZLR30) – Alexandra Neighbourhood (West Cambie)", be introduced and given first reading.

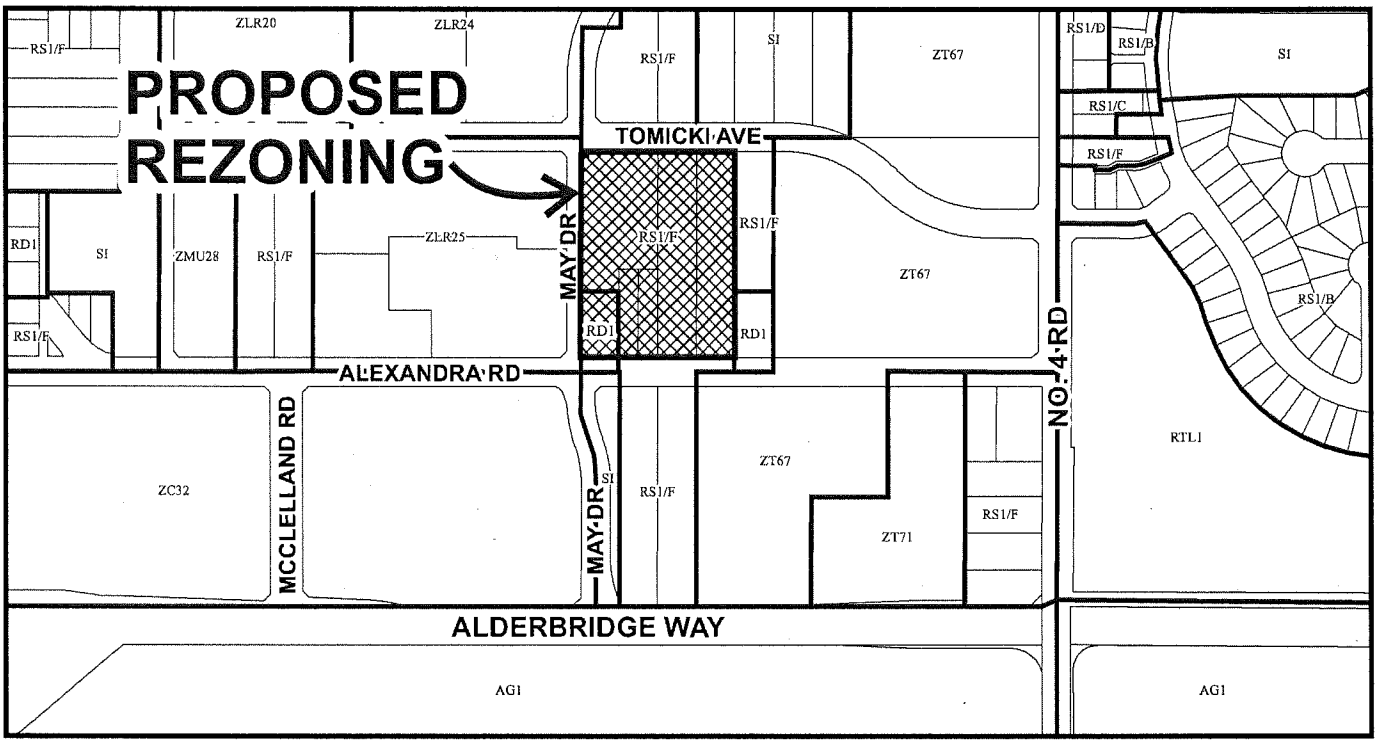
Staff further recommend that the subject site be approved as an Affordable Housing Special Development Circumstance "donor" site as described in this report and that the cash-in-lieu affordable housing contribution of $892,634 for the rezoning be allocated entirely (100%) to the capital Affordable Housing Reserve Fund established by Reserve Fund Establishment Bylaw No. 7812

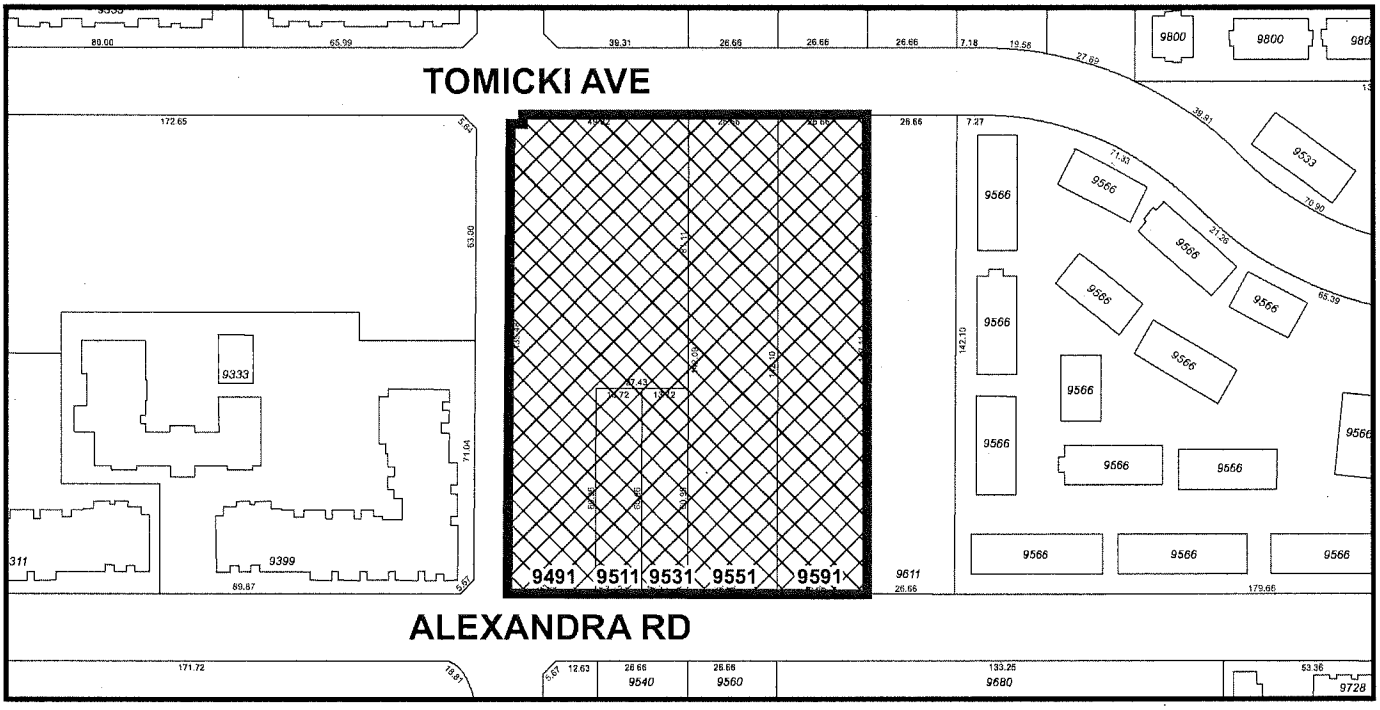
David Brownlee
Planner 2
(604-276-4200)

DCB:blg

Attachment 1: Location Map
Attachment 2: Alexandra Neighbourhood Land Use Map
Attachment 3: Conceptual Development Plans
Attachment 4: Development Application Data Sheet
Attachment 5: Tree Management Plan
Attachment 6: Rezoning Considerations

City of Richmond





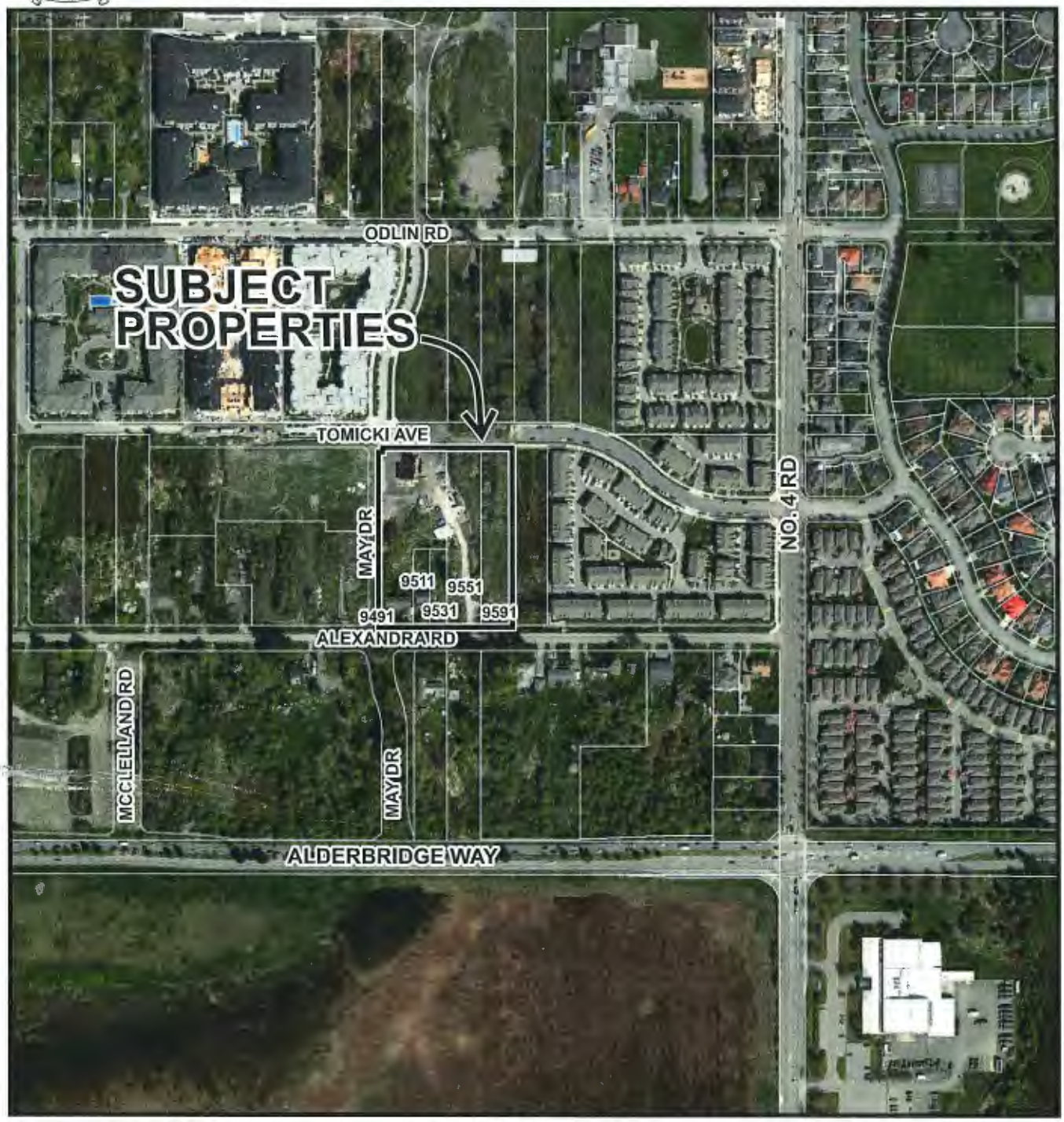
RZ 16-734204

Original Date: 06/09/10

Revision Date:

Note: Dimensions are in METRES

City of Richmond



RZ 16-734204

Original Date: 06/09/10

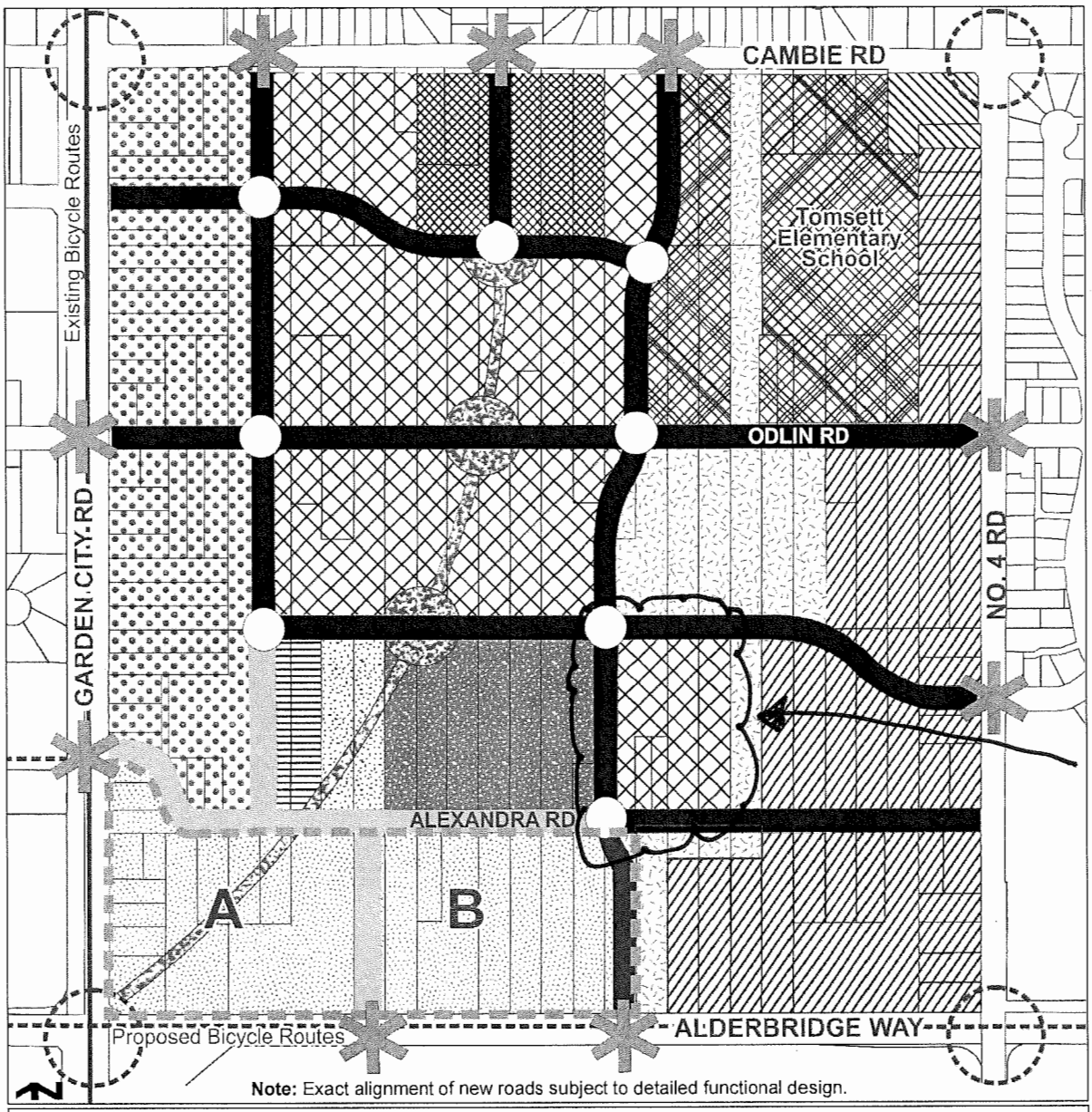
Revision Date:

Note: Dimensions are in METRES

City of Richmond

Alexandra Neighbourhood Land Use Map

Bylaw 9121
2015/06/15



Area of No Housing Affected by Aircraft Noise

Mixed Use Employment – Residential (Minimum 0.52 FAR Employment space) - base FAR of 0.52 (Maximum 1.8 FAR, subject to Section 8.2.1.)

Convenience Commercial

Residential Area 1 **1.50 base FAR** (Max. **1.70 FAR** with density bonusing for affordable housing). Townhouse, low-rise Apts. (4-storey typical)

Residential Area 1A **1.50 base FAR** (Max. **1.75 FAR** with density bonusing for affordable housing). Townhouse, low-rise Apts. (6-storey maximum).

Residential Area 1B **1.68 base FAR** (Max. **1.88 FAR** with density bonusing for affordable housing) (6-storey maximum).

Residential Area 2 **0.65 base FAR** (Max. **0.75 FAR** with density bonusing for affordable housing). 2 & 3-storey Townhouses.

Residential Mixed Use
- a mix of low to medium density residential with low to medium density residential over retail or live/work uses.

Max. 1.25 FAR. Building heights low to mid-rise. (Max. **1.50 FAR** with density bonusing for affordable housing).

Mixed Use: Hotel, office and streetfront retail commercial.
Area A: Min. **0.60 FAR** up to 2.0
Area B: Large and small floor plate up to 1.0 FAR

Mixed Use:
- abutting the High Street, medium density residential over retail;
- not abutting the High Street, medium density residential.

1.25 base FAR. Building heights low to mid-rise. (Max. **1.50 FAR** with density bonusing for affordable housing)

Community Institutional

Park: North Park Way, Central Park, South Park Way

Alexandra Way (Public Rights of Passage Right-of-way)

Proposed Roadways

High Street

New Traffic Signals

Feature Intersections - details to be developed

Feature Landmarks in Combination with Traffic Calming Measures

Also refer to Section 8.4.5 – Alexandra District Energy Unit regarding district energy density bonusing policies.

TRAFALGAR

MULTI-FAMILY RESIDENTIAL PROPOSAL

CIVIC ADDRESS: 9491, 9511, 9531, 9551 & 9591 ALEXANDRA ROAD, RICHMOND BC

LEGAL ADDRESS: SUBDIVISION PLAN OF LOT 20 EXCEPT: PLANS 69645 AND EPP28285, EAST HALF LOT 19 EXCEPT: PLAN EPP28285, WEST HALF LOT 19 EXCEPT: PLAN EPP28285, BLOCK 'B' PLAN 1224, LOT 'A' AND LOT 'B' PLAN 69645, SECTION 34 BLOCK 5 NORTH RANGE 6 WEST NEW WESTMINSTER DISTRICT

RE-ZONING / DEVELOPMENT PERMIT RE-SUBMISSION (ISSUED FOR PLANNING COMMITTEE)

Monday November 7th, 2016

PROJECT STATISTICS

LEGAL DESCRIPTION: SUBDIVISION PLAN OF LOT 20 EXCEPT: PLANS 69645 AND EPP28285, EAST HALF LOT 19 EXCEPT: PLAN EPP28285, WEST HALF LOT 19 EXCEPT: PLAN EPP28285, BLOCK 'B' PLAN 1224, LOT 'A' AND LOT 'B' PLAN 69645, SECTION 34 BLOCK 5 NORTH RANGE 6 WEST NEW WESTMINSTER DISTRICT.

SITE AREA (GROSS):		162,814.90 S.F.	15125.99 M2	3.74 ACRES
	DEDICATION:	15,349.33 S.F.	1426.00 M2	0.35 ACRES
SITE AREA (NET):		147,465.57 S.F.	13699.99 M2	3.38 ACRES
ZONING:		EXISTING: RSIJF & RD1	PROPOSED: CD	
DENSITY F.S.R.:		ALLOWED:		
	BASE DENSITY:	1.50		221,198.4 S.F.
	AFFORDABLE HOUSING BONUS:	0.20		29,499.1 S.F. ***
	TOTAL FSR	1.70		250,691.5 S.F.

*** AFFORDABLE HOUSING BREAKDOWN:

MARKET COMPONENT	19,662.07 S.F.
* NON-MARKET COMPONENT	4,268.04 S.F.
CASH IN LIEU (TOWARDS DENSITY TRANSFER)	5,563 S.F.
TOTAL FSR OF 0.2	29,493.1 S.F.

* NON-MARKET COMPONENT BREAKDOWN
6 AFFORDABLE HOUSING UNITS PROVIDED

1	1 x Bachelor: Unit A4	563 S.F.
2	1 x 1 Bed: Unit A	641 S.F.
3	1 x 1 Bed: Unit A3	601 S.F.
4	3 x 2 Bed: Unit C1	876 S.F.
	TOTAL	4,433 S.F.

		ALLOWED/REQUIRED:	PROPOSED:
LOT COVERAGE:			
	BUILDING COVERAGE:	50.0%	40.0%
	BUILDINGS & STRUCTURES:	80.0%	71.0%
BUILDING HEIGHT:		4-5 STOREYS	4 STOREYS
SETBACKS:			
	FRONT YARD (SOUTH) (ALEXANDRA)	4.0 M BUILDING 3.0 M PARKADE	4.0 M 3.0 M
	FRONT YARD (NORTH) (TOMKEN)	6.0 M BUILDING 3.0 M PARKADE	6.0 M 3.0 M
	SIDE YARD (EAST) (FUTURE PARK)	6.0 M BUILDING 3.0 M PARKADE	7.5 M 7.5 M
	SIDE YARD (WEST) (HWY)	4.0 M BUILDING 3.0 M PARKADE	4.0 M 3.0 M

* VEHICULAR PARKING BREAKDOWN

Provided Parking (No. Stalls)	RESIDENT	VISITOR	TOTAL	HC / ACCESSIBLE	SMALL CARS
PHASE ONE	171	24	195 stalls	4 2.1 % (min. 2 %)	96 49.2 % (max. 50 %)
P.B.L. BUILDOUT	332	46	380 stalls	8 2.1 % (min. 2 %)	171 45.0 % (max. 50 %)

** BIKE PARKING BREAKDOWN - CLASS ONE (Long-term/ Resident)
(No. of Bicycle Parking Spaces in Parkade)

	HORIZONTAL	VERTICAL	VERTICAL % (33% max.)	TOTAL
PHASE ONE	116	55	31.8%	171
PHASE TWO	103	53		156
TOTAL (FULL BUILD OUT)	221	108	32.8%	329

UNIT & PARKING STATISTICS BY PHASE * For Bike & Vehicle Parking detail refer to breakdown at bottom of page

PHASE ONE

UNIT SUMMARY

STUDIO + DEN	2
1 BED	4
1 BED + DEN	11
2 BED	73
2 BED + DEN	22
3 BED	16
TOTAL:	128 Units

PARKING SUMMARY:

		REQUIRED	TOTAL	PROVIDED	TOTAL
VEHICLE PARKING:	RESIDENT:	1.50 PER UNIT	192	1.33 PER UNIT	171
	VISITOR:	0.20 PER UNIT	26	0.18 PER UNIT	24
	TOTAL:	195 Parking Stalls Provided (Variance required per TDM measures)			
BIKE PARKING:	RESIDENT	1.25 PER UNIT	160	1.35 PER UNIT	173
	VISITOR *	0.20 PER UNIT	26	0.20 PER UNIT	26

PHASE ONE & TWO (FULL BUILDOUT)

UNIT SUMMARY

STUDIO + DEN	4
1 BED	9
1 BED + DEN	22
2 BED	150
2 BED + DEN	46
3 BED	32
TOTAL:	363 Units

PARKING SUMMARY:

		REQUIRED	TOTAL	PROVIDED	TOTAL
VEHICLE PARKING:	RESIDENT	1.50 PER UNIT	395	1.26 PER UNIT	332
	VISITOR	0.20 PER UNIT	53	0.18 PER UNIT	48
	TOTAL:	380 Parking Stalls Provided of which 186 are SMALL CARS (48.1%)			
		*(Variance required per TDM measures)			
BIKE PARKING:	RESIDENT	1.25 PER UNIT	329	1.25 PER UNIT	329
	VISITOR *	0.20 PER UNIT	53	0.20 PER UNIT	53

* ALL VISITOR BIKE PARKING IS PROVIDED ON THE LANDSCAPED PODIUM

BUILDING AREA	LEVEL P1	LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4
NORTH BUILDING	536.40 S.F.	32,636.02 S.F.	32,616.02 S.F.	32,571.60 S.F.	32,571.60 S.F.
SOUTH BUILDING	537.80 S.F.	32,571.64 S.F.	32,571.58 S.F.	32,571.60 S.F.	32,571.60 S.F.
	1,084.20 S.F.	65,209.46 S.F.	65,189.60 S.F.	65,143.20 S.F.	65,143.20 S.F.

* GROSS BUILDING AREA:		261,773.66 S.F.
EXCLUSIONS:	LOBBY - NORTH (UPPER LEVEL, VOID SPACE)	543.34 S.F.
	LOBBY - SOUTH (UPPER LEVEL, VOID SPACE)	565.336 S.F.
	INDOOR AMENITY	6,068.33 S.F.
	MECHANICAL SHAFTS	140.33 S.F.
	DEL ROOM	639.54 S.F.
	ELECTRICAL/COMM CLOSET:	354.1 S.F.
	ELEVATOR (L1-4)	740.67 S.F.
	STAIRS (L2-4)	1,631.50 S.F.
	BOILER ROOM	792.25 S.F.
	ADAPTABLE UNIT BONUS: 20 SQFT PER UNIT X 32 UNITS (UNITS F AND F1)	640.00 S.F.
	TOTAL EXCLUSIONS:	13,146.41 S.F.
NET BUILDING AREA:		249,627.46 S.F.

DENSITY FSR	ALLOWED		PROPOSED	
	1.70	250,691.47 S.F.	1.69	249,627.46 S.F.

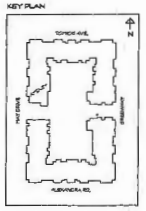
* Gross area is calculated to outside face of building and excludes unenclosed balconies on all levels

DRAWING LIST

ARCHITECTURAL DRAWINGS

A0.0	COVER SHEET
A0.1	CONTEXT PHOTOS
A1.0	SITE PLAN
A1.1	LANDSCAPE PLAN
A1.2	PARKADE PLAN
A2.0	MAIN LEVEL BUILDING PLAN
A2.1	2ND LEVEL BUILDING PLAN
A2.2	3RD & 4TH LEVEL BUILDING PLAN
A2.3	MAIN LEVEL AREA OVERLAY
A2.4	2ND LEVEL AREA OVERLAY
A2.5	3RD & 4TH LEVEL OVERLAY
A4.0	ELEVATIONS
A4.1	ELEVATIONS
A4.2	COURTYARD ELEVATIONS
A4.3	COURTYARD ELEVATIONS
A4.4	COLOUR BOARD
A5.0	BUILDING SECTIONS
A5.1	BUILDING SECTIONS

KEY PLAN



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REVISION:

NO.	DATE	DESCRIPTION

ISSUE:

DATE:	DESCRIPTION:
16.03.16	ISSUE FOR REZONING
27.07.16	ISSUED FOR DEVELOPMENT PERMIT
19.09.2016	RE-ISSUED FOR REZONING / DP
07.11.2016	ISSUED FOR PLANNING COMMITTEE

SEAL

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TEL: (604) 687-4741

POLYGON

PROJECT:

TRAFALGAR

9500 ALEXANDRA ROAD
RICHMOND, BC

DRAWN:	CHECKED BY:
EC	SS
SCALE:	PROJECT NO.:
NTS	CA 435

SHEET TITLE:

COVER SHEET

REVISION NO.: -

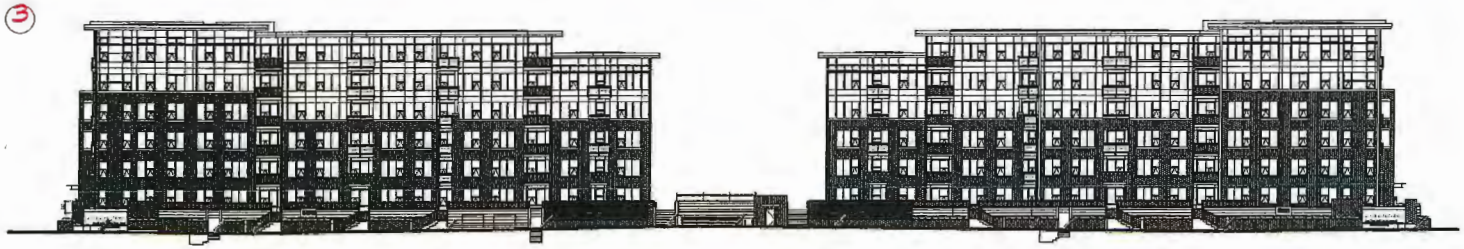
SHEET NO.: A0.0

CNCL - 473

ATTACHMENT 3

RE-ISSUED_PLOT DRAWING SET.rvt Robert Lo 2016-11-7 10:54:44

1 CONTEXT: SITE PLAN
SCALE: NTS



2 CONTEXT: VIEWS OF SITE
SCALE: NTS

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REVISION:

NO.	DATE	DESCRIPTION

ISSUE:

DATE	DESCRIPTION
31.07.18	ISSUED FOR DEVELOPMENT PERMIT
9.08.2016	RE-ISSUED FOR REZONING / DP
03.3.2016	ISSUED FOR PLANNING COMMITTEE

SEAL:

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POLYGON

PROJECT:
TRAFALGAR
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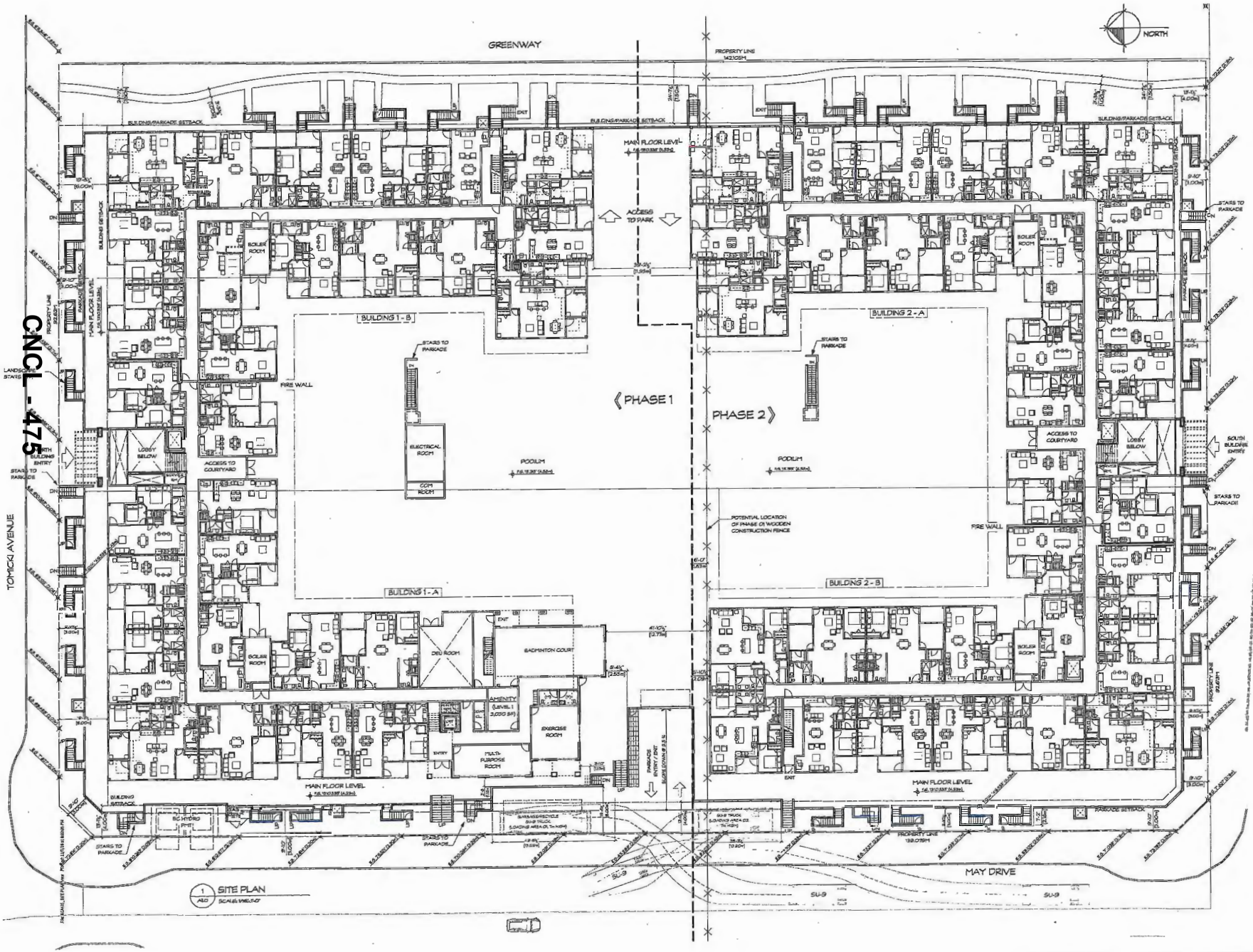
RICHMOND, BC

DRAWN:	CHECKED BY:
JH	SS
SCALE:	PROJECTION:
NTS	CA 455

SHEET TITLE:
CONTEXT PHOTOS

REVISION NO.:	SHEET NO.:
-	A0.1



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REVISION:

NO.	DATE:	DESCRIPTION:

ISSUES:

DATE:	DESCRIPTION:
16.03.18	ISSUED FOR REZONING
17.07.18	ISSUED FOR DEVELOPMENT PERMIT
18.09.2018	RE-ISSUED FOR REZONING / DP
019.3.2019	ISSUED FOR PLANNING COMMITTEE

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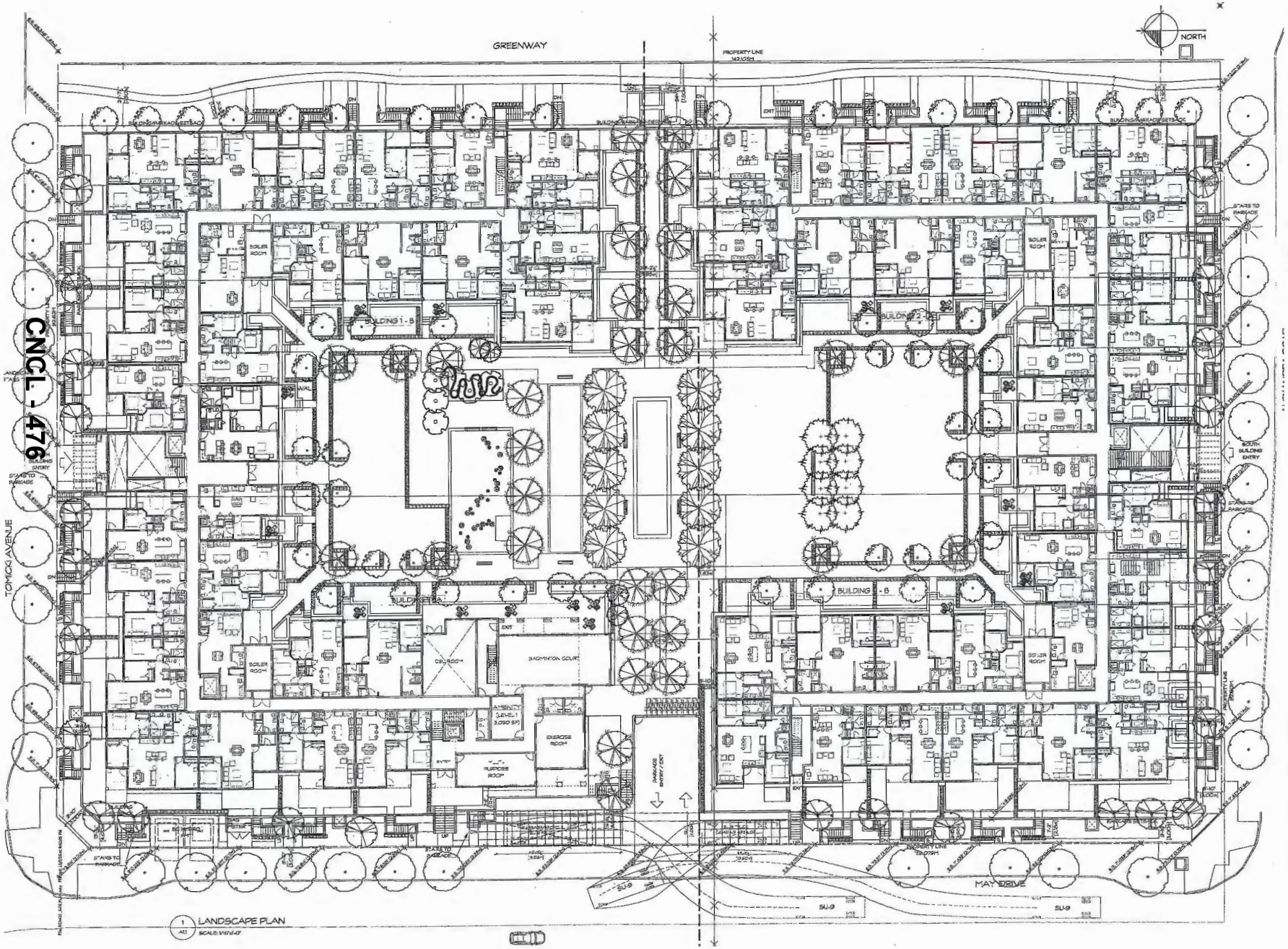
POLYGON

PROJECT:
TRAFALGAR
9500 ALEXANDRA ROAD
RICHMOND, BC

DRAWN:	CHECKED BY:
EM	GS
SCALE:	PROJECT NO.:
1/16"=1'-0"	CA435

SHEET TITLE:
Site Plan

REVISION NO.:	SHEET NO.:
-	A1.0



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REVISION:

NO.	DATE:	DESCRIPTION:

ISSUE:

DATE:	DESCRIPTION:
16.03.16	ISSUED FOR REZONING
27.07.16	ISSUED FOR DEVELOPMENT PERMIT
15.09.2016	RE-ISSUED FOR REZONING / DP
07.11.2016	ISSUED FOR PLANNING COMMITTEE

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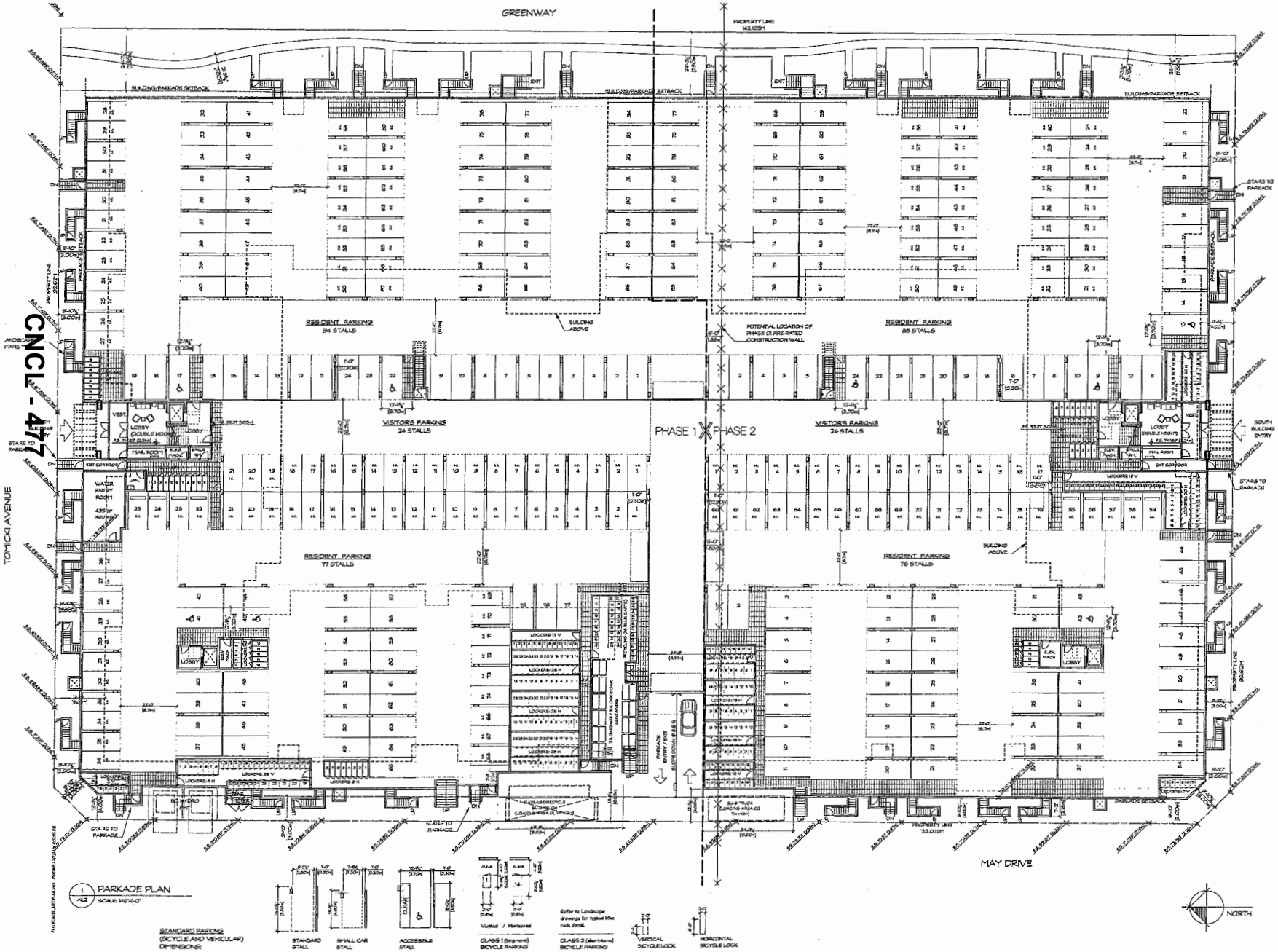
POLYGON

PROJECT:
TRAFALGAR
9500 ALEXANDRA ROAD
RICHMOND, BC

DRAWN:	CHECKED BY:
BM	SS
SCALE: 1/16"=1'-0"	PROJECT NO.: 1 CA33

SHEET TITLE:
Landscape Plan

REVISION NO.: -
SHEET NO.: A1.1



CNCL - 447

1 A1.2 PARKADE PLAN
SCALE: 1/16"=1'-0"

STANDARD PARKING (BICYCLE AND VEHICULAR) DIMENSIONS:

STANDARD STALL | SMALL CAR STALL | ACCESSIBLE STALL | Vertical / Horizontal | CLASS 1 (long-term) BICYCLE PARKING | CLASS 2 (short-term) BICYCLE PARKING | VERTICAL BICYCLE LOCK | HORIZONTAL BICYCLE LOCK

Refer to Landscape drawings for typical bike rack detail.

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27.07.16	ISSUED FOR DEVELOPMENT PERMIT
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07.11.2016	ISSUED FOR PLANNING COMMITTEE

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VANCOUVER, B.C.
CANADA V5Y 3Y3
TEL: (604) 687-4741

POLYGON

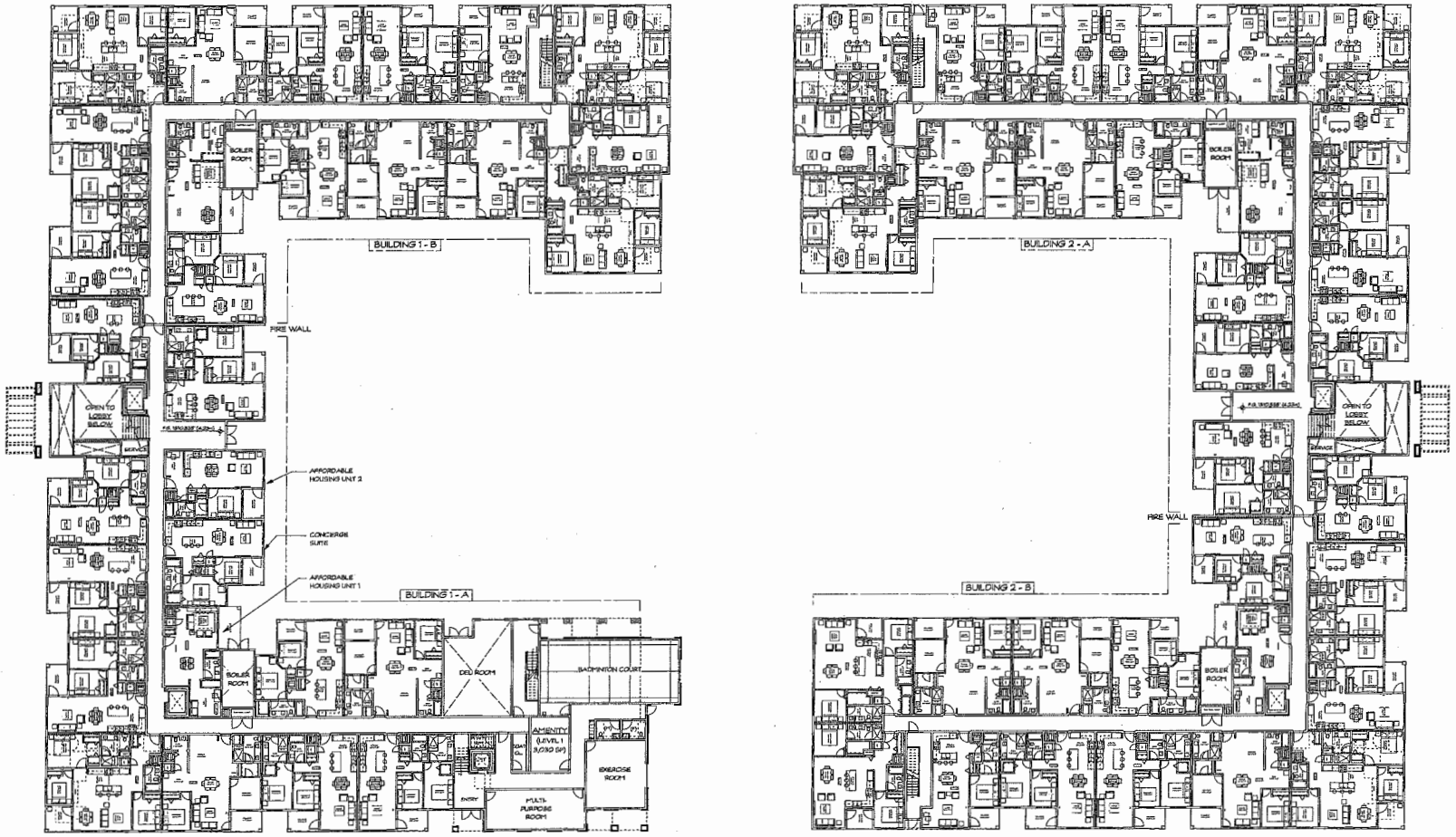
PROJECT:
TRAFALGAR
9500 ALEXANDRA ROAD
RICHMOND, BC

DRAWN:	CHECKED BY:
EM	SS
SCALE:	PROJECT NO.:
1/16"=1'-0"	CA435

SHEET TITLE:
PARKADE PLAN

REVISION NO.:	SHEET NO.:
-	A1.2

CNCL - 478



1 MAIN LEVEL PLAN
SCALE: 1/16"=1'-0"

NORTH

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POLYGON

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9500 ALEXANDRA ROAD
RICHMOND, BC

DRAWN:	CHECKED BY:
ET	SS
SCALE: 1/16"=1'-0"	PROJECT NO: CA 435

SHEET TITLE:
MAIN LEVEL BUILDING PLAN

REVISION NO.:	SHEET NO.:
-	A2.0

File: CA435_BASE0816.dwt Date: Printed: 11/17/2016 9:54:54 PM

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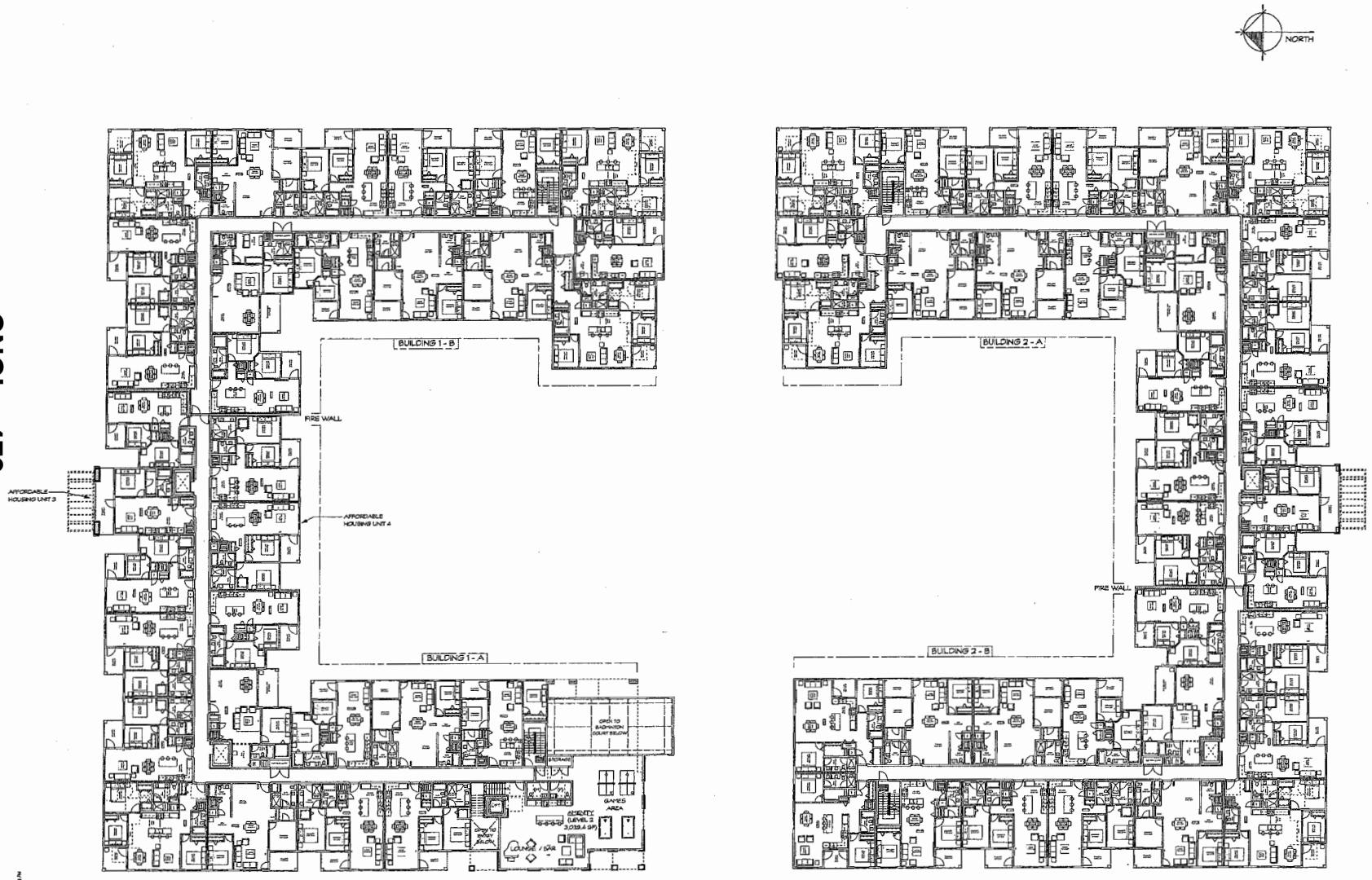
PROJECT:
TRAFALGAR
9500 ALEXANDRA ROAD
RICHMOND, BC

DRAWN:	CHECKED:
EP	SS
SCALE:	PROJECT NO.:
1/16"=1'-0"	CA435

SHEET TITLE:
2ND LEVEL BUILDING PLAN

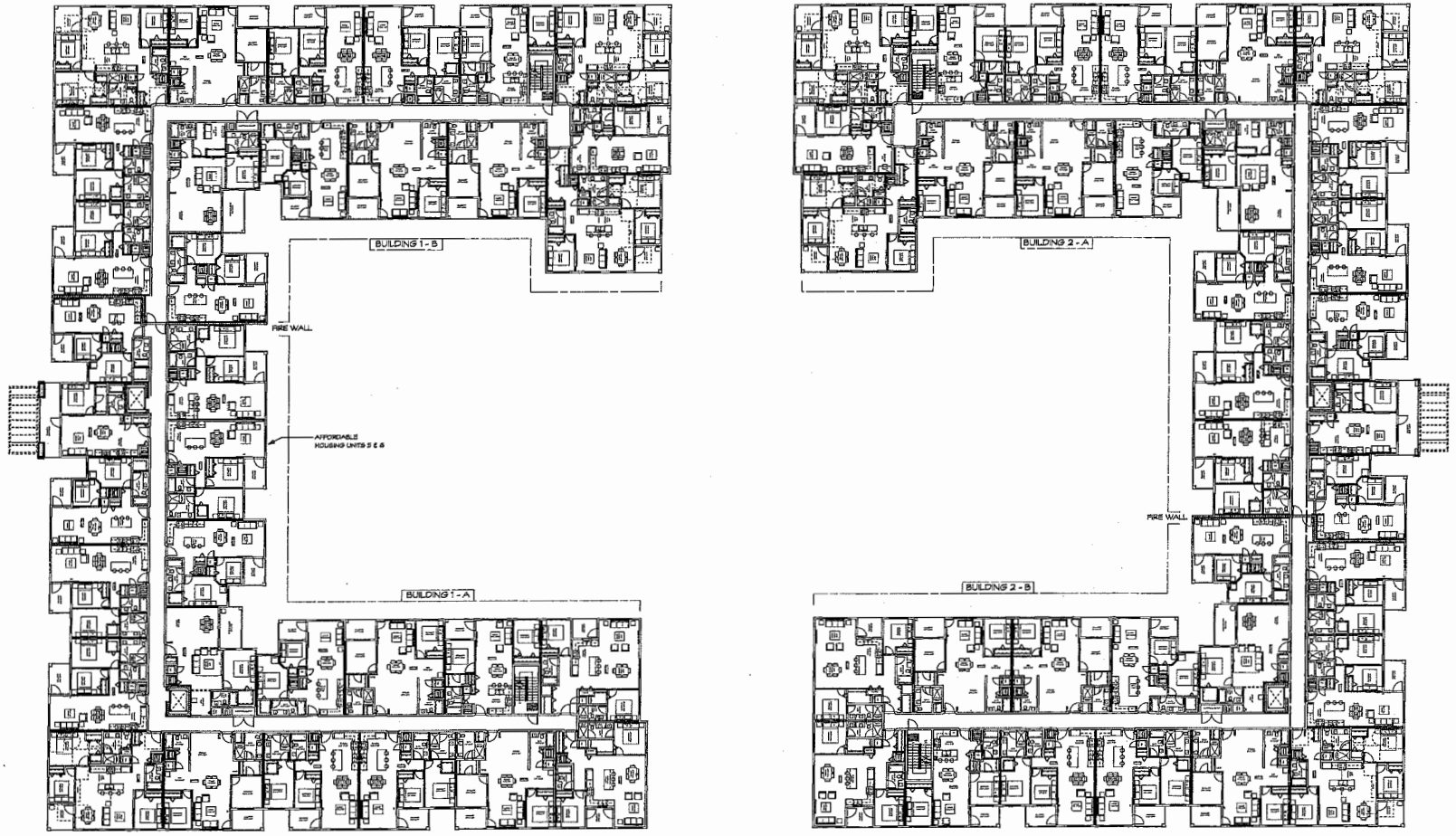
REVISION NO.:	SHEET NO.:
-	A2.1



1 2ND LEVEL PLAN
SCALE: 1/16"=1'-0"

CNCL - 479

CNCL - 480



1 LEVEL 3 AND 4 PLAN
SCALE: 1/16"=1'-0"

NORTH

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PROJECT:
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9500 ALEXANDRA ROAD
RICHMOND, BC

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EH	SS
SCALE: 1/16"=1'-0"	PROJECT NO.: CA 435

SHEET TITLE:
3RD & 4TH LEVEL BUILDING PLAN

REVISION NO.	SHEET NO. #
-	A2.2

File: CA435_3rd&4th Plan.dwg Printed: 11/17/2016 3:56:03 PM

CNCL - 481

NORTH BUILDING - MAIN FLOOR		
GROSS AREA*		32,626.0 sq.ft.
DEDUCTIONS		
	AMENITY	3,029.9 sq.ft.
	ELEC. CLOSET	48.0 sq.ft.
	MECH. SHAFT	17.5 sq.ft.
	BOILER ROOM	396.1 sq.ft.
	ELEVATOR	123.4 sq.ft.
	DEU ROOM	639.5 sq.ft.
	LOBBY	543.3 sq.ft.
SUBTOTAL		27,828.1 sq.ft.
	ADAPTABLE UNITS (F & FI) (240 SQFT/UNIT x 4 UNITS)	960.0 sq.ft.
NET AREA		26,868.1 sq.ft.

NOTE: GROSS AREA IS CALCULATED TO OUTSIDE FACE OF BUILDING AND EXCLUDES UNENCLOSED BALCONIES ON ALL BALCONIES

* DENOTES ADAPTABLE UNITS

LEGEND

- NORTH BUILDING
- SOUTH BUILDING
- EXCLUSIONS

SOUTH BUILDING - MAIN FLOOR		
GROSS AREA*		32,577.6 sq.ft.
DEDUCTIONS		
	ELEC. CLOSET	48.0 sq.ft.
	MECH. SHAFT	17.5 sq.ft.
	BOILER ROOM	396.1 sq.ft.
	ELEVATOR	123.4 sq.ft.
	LOBBY	565.3 sq.ft.
SUBTOTAL		31,427.2 sq.ft.
	ADAPTABLE UNITS (F & FI) (240 SQFT/UNIT x 4 UNITS)	960.0 sq.ft.
NET AREA		30,467.2 sq.ft.

1 MAIN LEVEL PLAN
3/64"=1'-0"

NORTH

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DATE	DESCRIPTION
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16.09.2016	RE-ISSUED FOR REZONING / DP
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PROJECT
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9500 ALEXANDRA ROAD
RICHMOND, BC

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SCALE: 1/16"=1'-0" | PROJECT NO.: CA 435

SHEET TITLE:
MAIN LEVEL AREA OVERLAY

REVISION NO. | SHEET NO.: A2.3

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NORTH

NORTH BUILDING - LEVEL 2		
GROSS AREA *		32,618.0 sq.ft.
DEDUCTIONS		
	AMENITY	3,039.4 sq.ft.
	ELEC. CLOSET	48.0 sq.ft.
	MECH. SHAFT	17.5 sq.ft.
	STAIR	271.9 sq.ft.
SUBTOTAL		29,241.1 sq.ft.
	ADAPTABLE UNITS (F & P1) (240 SQFT/UNIT x 4 UNITS)	960.0 sq.ft.
NET AREA		28,281.1 sq.ft.

NOTE: GROSS AREA IS CALCULATED TO OUTSIDE FACE OF BUILDING AND EXCLUDES UNENCLOSED BALCONIES ON ALL BALCONIES

* DENOTES ADAPTABLE UNITS

LEGEND:
- NORTH BUILDING
- SOUTH BUILDING
- EXCLUSIONS

SOUTH BUILDING - LEVEL 2		
GROSS AREA *		32,571.6 sq.ft.
DEDUCTIONS		
	ELEC. CLOSET	48.0 sq.ft.
	MECH. SHAFT	17.5 sq.ft.
	STAIR	271.9 sq.ft.
SUBTOTAL		32,234.1 sq.ft.
	ADAPTABLE UNITS (F & P1) (240 SQFT/UNIT x 4 UNITS)	960.0 sq.ft.
NET AREA		31,274.1 sq.ft.

1 MAIN LEVEL PLAN
SCALE: 1/16"=1'-0"

CNCL - 482

REVISION:

NO.	DATE:	DESCRIPTION:

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PROJECT:
TRAFALGAR
9500 ALEXANDRA ROAD
RICHMOND, BC

DRAWN:	CHECKED BY:
ZM	SS
SCALE:	PROJECT NO.:
1/16"=1'-0"	CA 435

SHEET TITLE:
2ND LEVEL
AREA OVERLAY

ADDENDUM NO.:	SHEET NO.:
-	A2.4

CNCL - 483

NORTH BUILDING - LEVELS 3 & 4	
GROSS AREA *	32,571.6 sq.ft.
DEDUCTIONS	
ELEC. CLOSET	48.0 sq.ft.
MECH. SHAFT	17.5 sq.ft.
STAIR	271.9 sq.ft.
ELEVATOR	123.4 sq.ft.
SUBTOTAL	32,110.7 sq.ft.
ADAPTABLE UNITS (F & FI) (240 SQFT/UNIT x 4 UNITS)	960.0 sq.ft.
NET AREA	31,150.7 sq.ft.

NOTE: GROSS AREA IS CALCULATED TO OUTSIDE FACE OF BUILDING AND EXCLUDES UNENCLOSED BALCONIES ON ALL BALCONIES

* DENOTES ADAPTABLE UNITS

LEGEND

- NORTH BUILDING
- SOUTH BUILDING
- EXCLUSIONS

SOUTH BUILDING - LEVELS 3 & 4	
GROSS AREA *	32,571.6 sq.ft.
DEDUCTIONS	
ELEC. CLOSET	48.0 sq.ft.
MECH. SHAFT	17.5 sq.ft.
STAIR	271.9 sq.ft.
ELEVATOR	123.4 sq.ft.
SUBTOTAL	32,110.7 sq.ft.
ADAPTABLE UNITS (F & FI) (240 SQFT/UNIT x 4 UNITS)	960.0 sq.ft.
NET AREA	31,150.7 sq.ft.

3 MAIN LEVEL PLAN
SCALE: 1/16"=1'-0"

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PROJECT
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9500 ALEXANDRA ROAD
RICHMOND, BC

DRAWN:	EP1	CHECKED BY:	SS
SCALE:	1/16"=1'-0"	PROJECT NO.:	CA 435

SHEET TITLE
3RD & 4TH LEVEL AREA OVERLAY

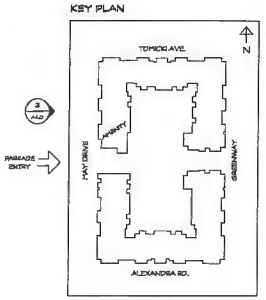
REVISION NO. -

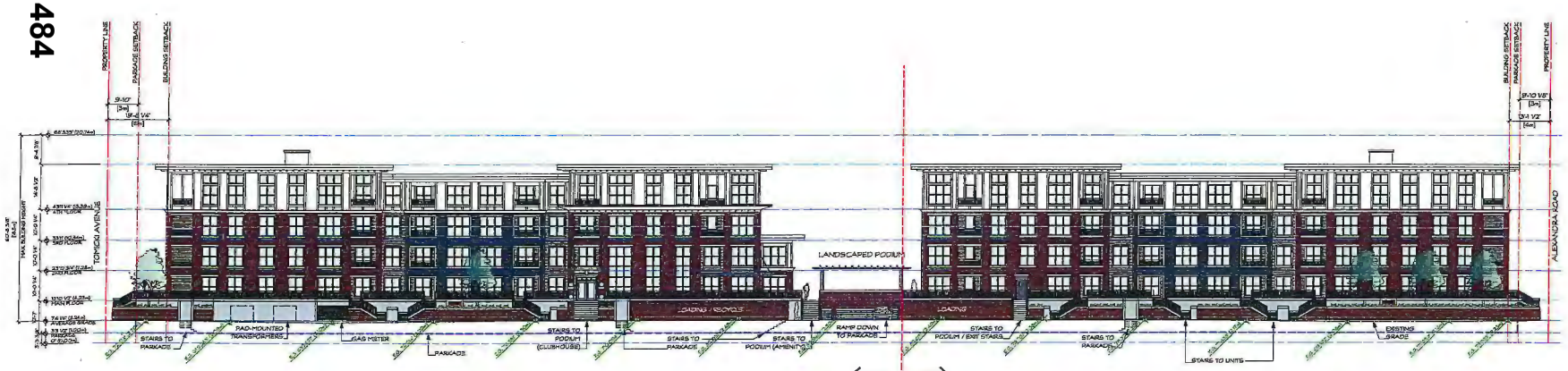
SHEET NO. A2.5

FILE PATH: C:\Users\...\TRAFALGAR_3RD & 4TH LEVEL AREA OVERLAY.dwg

1 A4.0 SOUTH BUILDING SOUTH ELEVATION (ALEXANDRA ROAD)
SCALE: 1/16"=1'-0"

KEY PLAN





2 A4.0 NORTH & SOUTH BUILDINGS; MAY DRIVE ELEVATION
SCALE: 1/16"=1'-0"

CNCL - 484

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9500 ALEXANDRA ROAD
RICHMOND, BC

DRAWN:	CHECKED BY:
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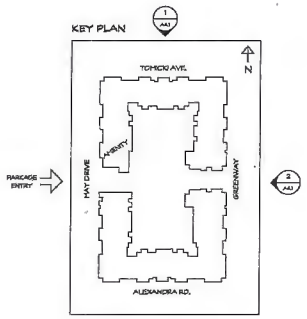
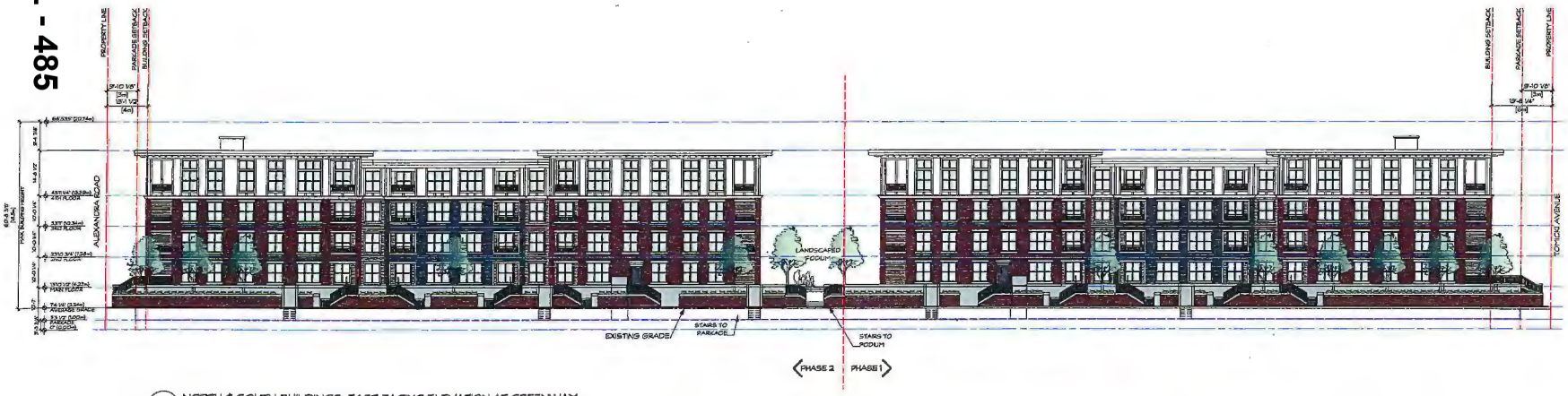
SCALE:	PROJECT NO.:
1/16"=1'-0"	CA 435

SHEET TITLE:
ELEVATIONS

REVISION NO.:	SHEET NO.:
-	A4.0

1 / A4.1 NORTH BUILDING NORTH ELEVATION (TOMICKI AVENUE)
SCALE: 1/16"=1'-0"





2 / A4.1 NORTH & SOUTH BUILDINGS: EAST-FACING ELEVATION AT GREENWAY
SCALE: 1/16"=1'-0"

CNCL - 485

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9500 ALEXANDRA ROAD
RICHMOND, BC

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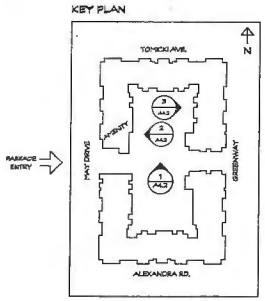
SCALE:	PROJECT NO.:
1/16"=1'-0"	CA 485

SHEET TITLE:
ELEVATIONS

REFERENCE:	SHEET NO.:
-	A4.1

1 A4.2 NORTH BUILDING: COURTYARD - SOUTH-FACING ELEVATION
SCALE: 1/16"=1'-0"

KEY PLAN



2 A4.2 NORTH BUILDING: COURTYARD - EAST-FACING ELEVATION
SCALE: 1/16"=1'-0"

3 A4.2 NORTH BUILDING: COURTYARD - WEST-FACING ELEVATION
SCALE: 1/16"=1'-0"

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TRAFALGAR
9500 ALEXANDRA ROAD
RICHMOND, BC

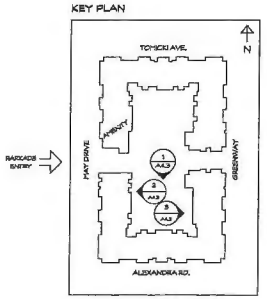
DRAWN	CHECKED BY
EC	SS
SCALE	PROJECT NO.
VIEW=0"	CA 435

DRAWING TITLE
NORTH BUILDING COURTYARD ELEVATIONS

REVISION NO.	SHEET NO.
-	A4.2

file: ROAD_Elevations.vwx Printed: 11/10/16 10:58:08 PM

1 A4.3 SOUTH BUILDING: COURTYARD - NORTH-FACING ELEVATION
SCALE: VIEW-0"



2 A4.3 SOUTH BUILDING: COURTYARD - EAST-FACING ELEVATION
SCALE: VIEW-0"

3 A4.3 SOUTH BUILDING: COURTYARD - WEST-FACING ELEVATION
SCALE: VIEW-0"

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PROJECT:
TRAFALGAR
9500 ALEXANDRA ROAD
RICHMOND, BC

DRAWN:	DESIGNED BY:
JC	SS
SCALE: VIEW-0"	PROJECT NO.: CA 435

SHEET TITLE:
SOUTH BUILDING COURTYARD ELEVATIONS

ADDENDUM NO.:	DRAWING NO.:
-	A4.3

A — HARDIE HORIZONTAL SIDING
BENJAMIN MOORE
HC-166 'KENDALL CHARCOAL'

B — HARDIE HORIZONTAL SIDING
BENJAMIN MOORE
OC-10 'SEAPEARL'

C — HARDIE PANEL SIDING W/ WOOD BATTTENS
BENJAMIN MOORE
OC-10 'SEAPEARL'

D — BRICK CLADDING
MUTUAL MATERIALS
'INCA' MISSION

E — CAST IN PLACE CONCRETE
UNPAINTED SMOOTH FINISH

F — PRECAST CONCRETE
UNPAINTED SMOOTH FINISH

G — PAINTED WOOD TRIM
BENJAMIN MOORE
OC-10 'SEAPEARL'

H — ALUMINUM RAILINGS
PREFINISHED ALUMINUM
BLACK

J — VINYL DOORS & WINDOWS
PREFINISHED VINYL FRAME
BLACK

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PROJECT:
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RICHMOND, BC

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SCALE:	NTS	PROJECT No.:	CA 4315

SHEET TITLE:
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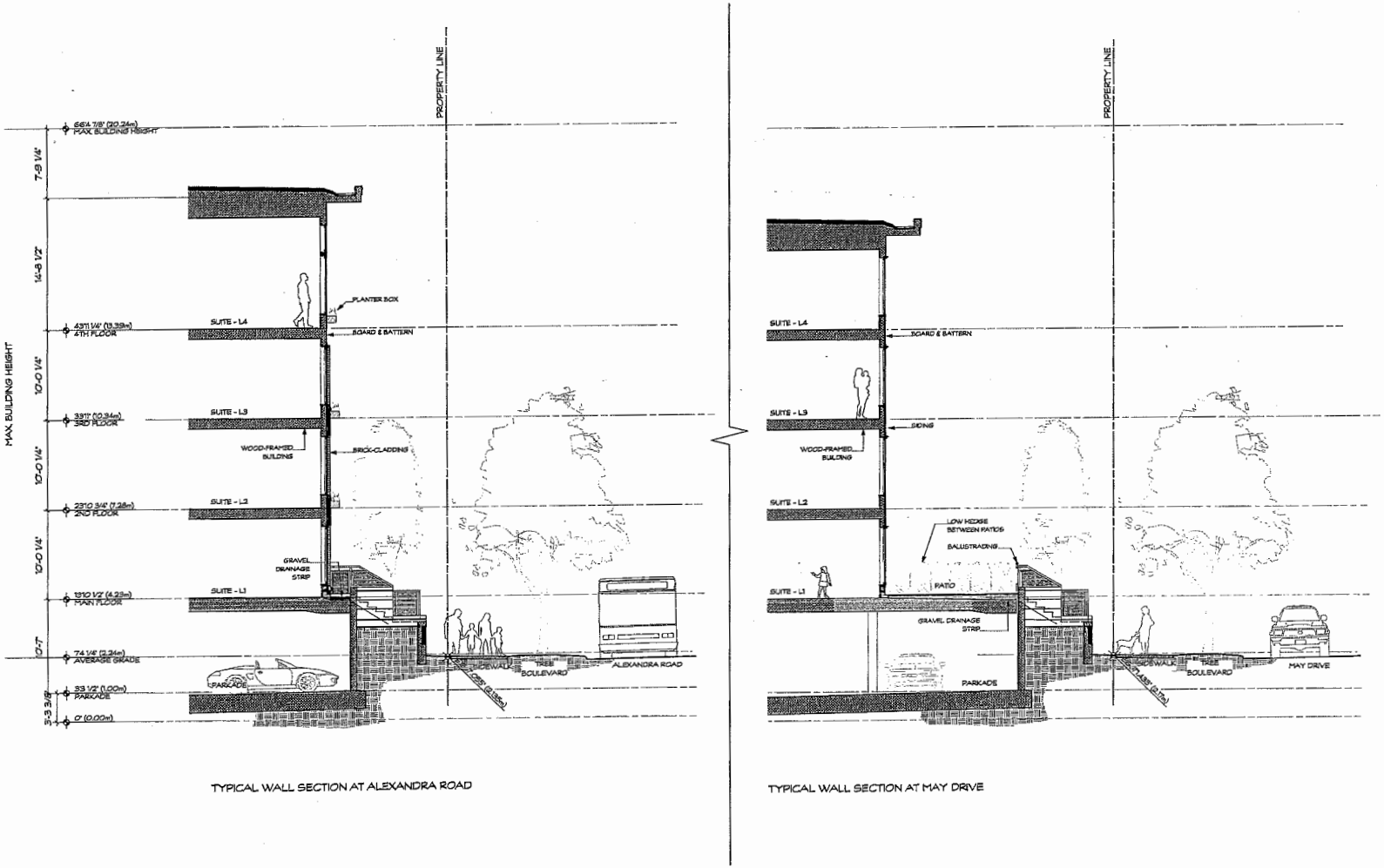
SHEET No.: A4.4

CNCL - 488

CNCL - 489



TYPICAL WALL SECTION AT ALEXANDRA ROAD

TYPICAL WALL SECTION AT MAY DRIVE

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REVISION:

NO.	DATE	DESCRIPTION

ISSUE:

DATE	DESCRIPTION
19.09.2016	RE-ISSUED FOR REZONING / DP
07.11.2016	ISSUED FOR PLANNING COMMITTEE

CICCOZZI ARCHITECTURE
200 - 2339 COLUMBIA STREET
VANCOUVER, B.C.
CANADA V5Y 3Y3
TEL: (604) 687-4741

POLYGON

PROJECT:
TRAFALGAR

3500 ALEXANDRA ROAD
RICHMOND, BC

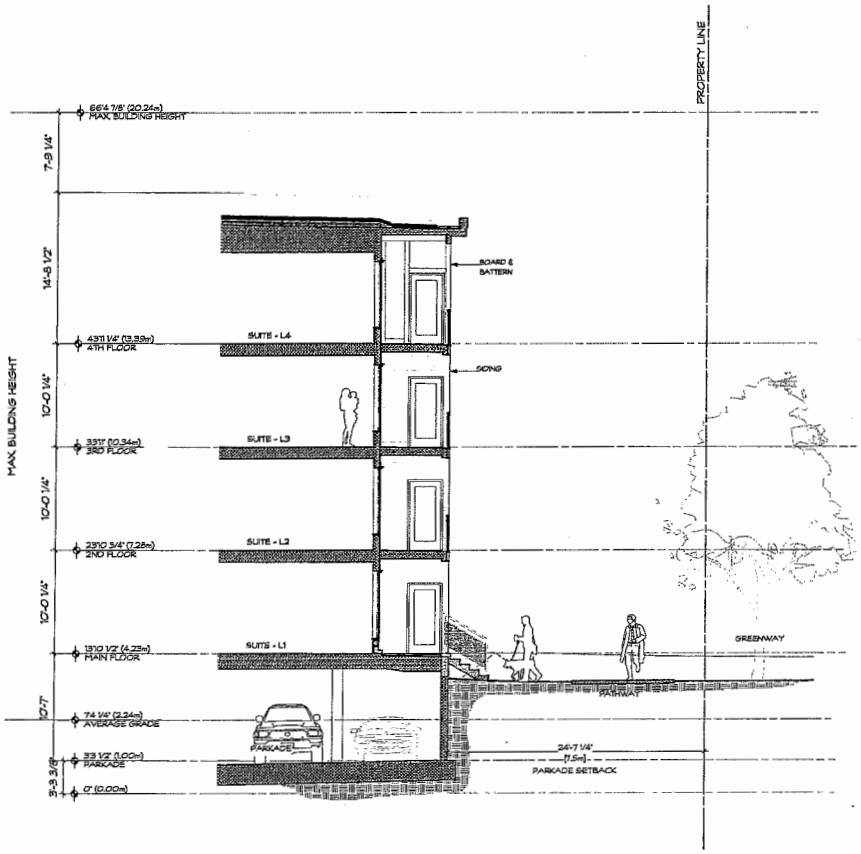
DRAWN:	CHECKED BY:
SM	SS
SCALE:	PROJECT NO.:
3/16"=1'-0"	CA 435

SHEET TITLE:
Building Sections
EDGE TREATMENT

REVISION NO.:	SHEET NO.:
-	A5.0

File: 16-435_Sections.dwg Plotted: 11/17/2016 8:58:51 PM

CNCL - 490



TYPICAL WALL SECTION AT GREENWAY

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REVISION:

NO.	DATE	DESCRIPTION

ISSUE:

DATE	DESCRIPTION
19.08.2016	RE-ISSUED FOR REZONING / DP
07.8.2016	ISSUED FOR PLANNING COMMITTEE

SCALE:

CICCOZZI
ARCHITECTURE

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CANADA V5Y 3Y3
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POLYGON

PROJECT:
TRAFALGAR

9500 ALEXANDRA ROAD
RICHMOND, BC

DRAWN:	CHECKED BY:
EM	SG
SCALE:	PROJECT NO:
3/16"=1'-0"	CA 435

DRAWING TITLE:
Building Sections
EDGE TREATMENT

REVISION NO.:	SHEET NO.:
-	A5.1

TRAFALGAR SQUARE

LANDSCAPE ARCHITECTURAL SET — ISSUED FOR PLANNING COMMITTEE

PROJECT INFORMATION

CLIENT:
POLYGON DEVELOPMENT
CONTACT NAME: ROBIN GLOVER
EMAIL: RGLOVER@POLYHOMES.COM
PH: (604) 871-4135

LANDSCAPE ARCHITECT:
CONNECT LANDSCAPE ARCHITECTURE INC.
CONTACT NAME: DAVID STOYKO / MARINA ROMMEL
2305 HEMLOCK STREET
VANCOUVER, BRITISH COLUMBIA, V6H 2V1
EMAIL: DAVID@CONNECTLA.CA / MARINA@CONNECTLA.CA
PH: (604) 681-2303

LANDSCAPE DRAWING INDEX

	DRAWING INDEX
SHEET No.	SHEET NAME
L0.0	COVER SHEET AND DRAWING LIST
L1.0	SITE PLAN
L1.1	ENLARGEMENT PLANS
L1.2	PRECEDENT IMAGES
L1.3	GRADING PLAN
L2.0	PLANT MATERIALS
L2.1	PLANTING PLAN
L2.2	PLANTING PLAN
L2.3	PLANTING PLAN
L2.4	PLANTING PLAN
L3.0	DETAILS - SOFTSCAPE
L3.1	DETAILS - HARDSCAPE
L3.2	DETAILS - FURNISHINGS
L3.3	DETAILS - WALLS
L3.4	DETAILS - FEATURES
L3.5	DETAILS - PLAY AREAS

GENERAL NOTES

ALL LANDSCAPE ARCHITECTURAL DRAWINGS IN THIS PACKAGE SHALL BE READ IN CONJUNCTION WITH ALL OTHER CONSULTANT DRAWINGS, DETAILS, SPECIFICATIONS, AND CORRESPONDENCE THAT MAY BE ISSUED DURING THE COURSE OF THE CONTRACT.

IF A DISCREPANCY OCCURS BETWEEN THE DRAWINGS AND THE SPECIFICATIONS OR ANY OTHER DOCUMENT ASSOCIATED WITH THE PROJECT, THE CONFLICT SHALL BE REPORTED IN WRITING TO THE LANDSCAPE ARCHITECT TO OBTAIN CLARIFICATION AND APPROVAL BEFORE PROCEEDING WITH WORKS.

THE CONTRACTOR SHALL VISIT THE SITE TO VERIFY THE TRUE EXISTING CONDITIONS. ANY UNCLEAR ISSUES SHALL BE CLARIFIED WITH THE LANDSCAPE ARCHITECT, NO CLAIM SHALL BE ALLOWED FOR EXTRAS WHICH MAY ARISE THROUGH NEGLECT OF THIS ADVICE.

THE CONTRACTOR IS RESPONSIBLE FOR DETERMINING THE EXISTENCE, LOCATION, AND ELEVATION OF ALL UTILITIES AND CONCEALED STRUCTURES, AND IS RESPONSIBLE FOR NOTIFYING THE APPROPRIATE COMPANY, DEPARTMENT OR PERSON(S) OF ITS INTENTION TO CARRY OUT ITS OPERATIONS.

ALL EXISTING INFORMATION IS BASED ON AVAILABLE RECORDS AND SHALL NOT BE CONSTRUED TO BE COMPLETE OR ACCURATE.

LAYOUT OF HARDSCAPE, SITE FURNITURE, SOIL, PLANTING, AND ALL OTHER LANDSCAPE MATERIALS ARE TO BE STAKED OUT AND APPROVED BY THE LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.

ALL PUBLIC REALM DETAILS, AND FINAL SELECTION / APPROVAL OF ALL STREET TREES TO BE APPROVED BY THE MUNICIPALITY.

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1	ISSUED FOR REVIEW	16-03-14

REVISIONS

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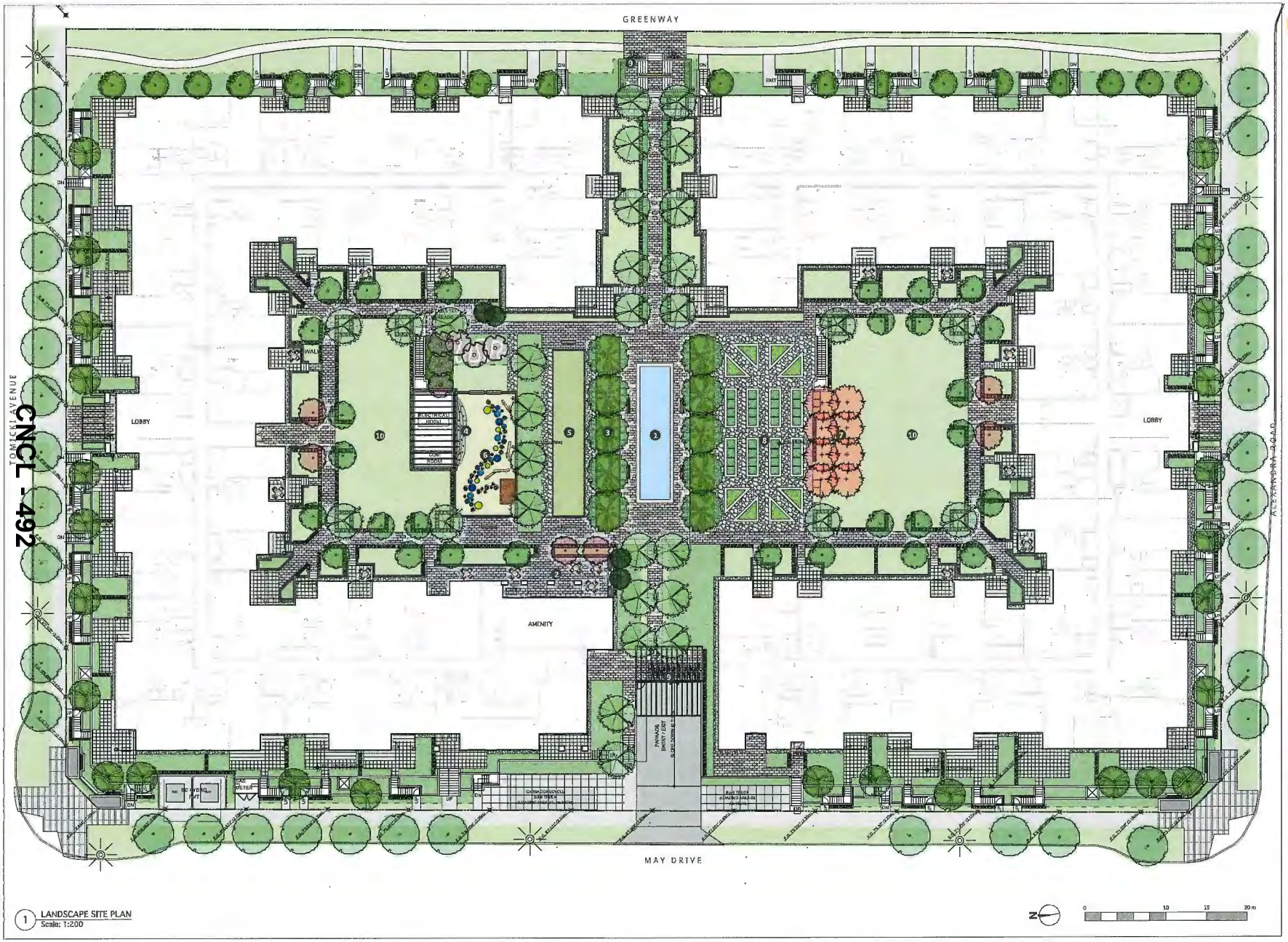
TRAFALGAR SQUARE

9491, 9511, 9531, 9551, 9591 ALEXANDRA ROAD
Richmond, British Columbia

Scale:	1:200
Drawn:	KD / MR
Reviewed:	DS
Project No.	06-469

COVER SHEET

L0.0



1 LANDSCAPE SITE PLAN
Scale: 1:200

N

0 10 15 20 m

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Legend

1. Central Waterfeature, Paving and Seating
2. Amenity Patio with BBQ
3. Amenity Area with Trellis and Seating
4. Outdoor Chess
5. Bocce Court
6. Play Area (91Dm2 Child Friendly Play)
7. Orchard
8. Garden Plots with Central Herb Garden
9. Bike Parking (53 Class 2)
10. Multi-function Lawn
11. Seating and Trellis

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REVISIONS

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TEL 871-4191

TRAFALGAR SQUARE

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Richmond, British Columbia

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Project No.	06-469

LANDSCAPE SITE PLAN

L1.0

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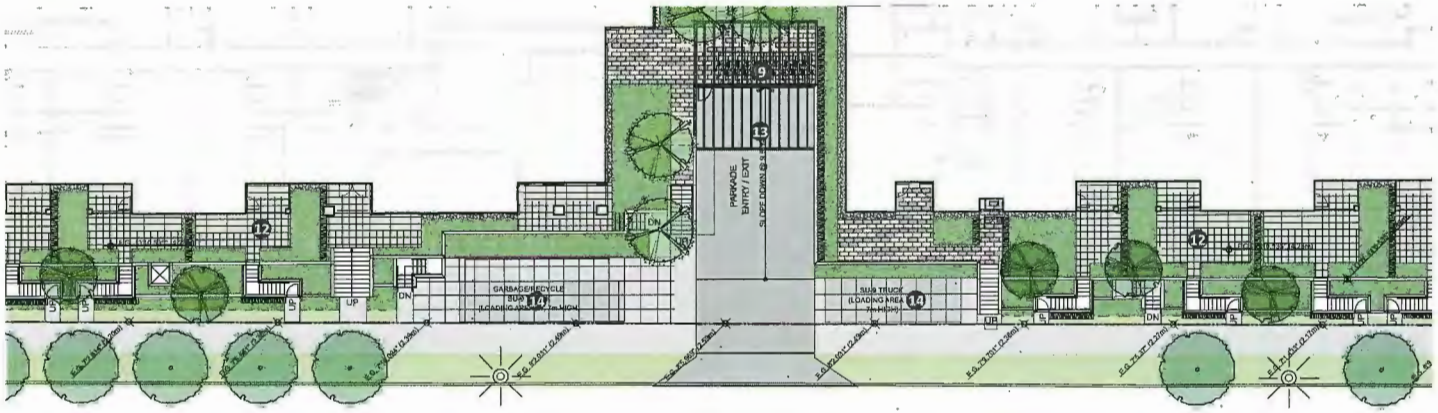
Legend

1. Central Waterfeature, Paving and Seating
2. Amenity Patio with BBQ
3. Amenity Area with Planting Beds
4. Climbing Wall
5. Bocce Court
6. Play Area (910m2 of Child Friendly Play)
7. Orchard
8. Garden Plots with Herb Garden
9. Bike Parking (53 Class 2)
10. Multi-function Lawn
11. Private Lawns
12. Private Patios
13. Trellis Over Parkade Entry
14. Loading / Staging Zone

CENTRAL COURTYARD



TYPICAL STREET EDGE

0 10 15 20 m

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REVISIONS

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TRAFALGAR SQUARE

9491, 9511, 9531, 9551, 9591 ALEXANDRA ROAD
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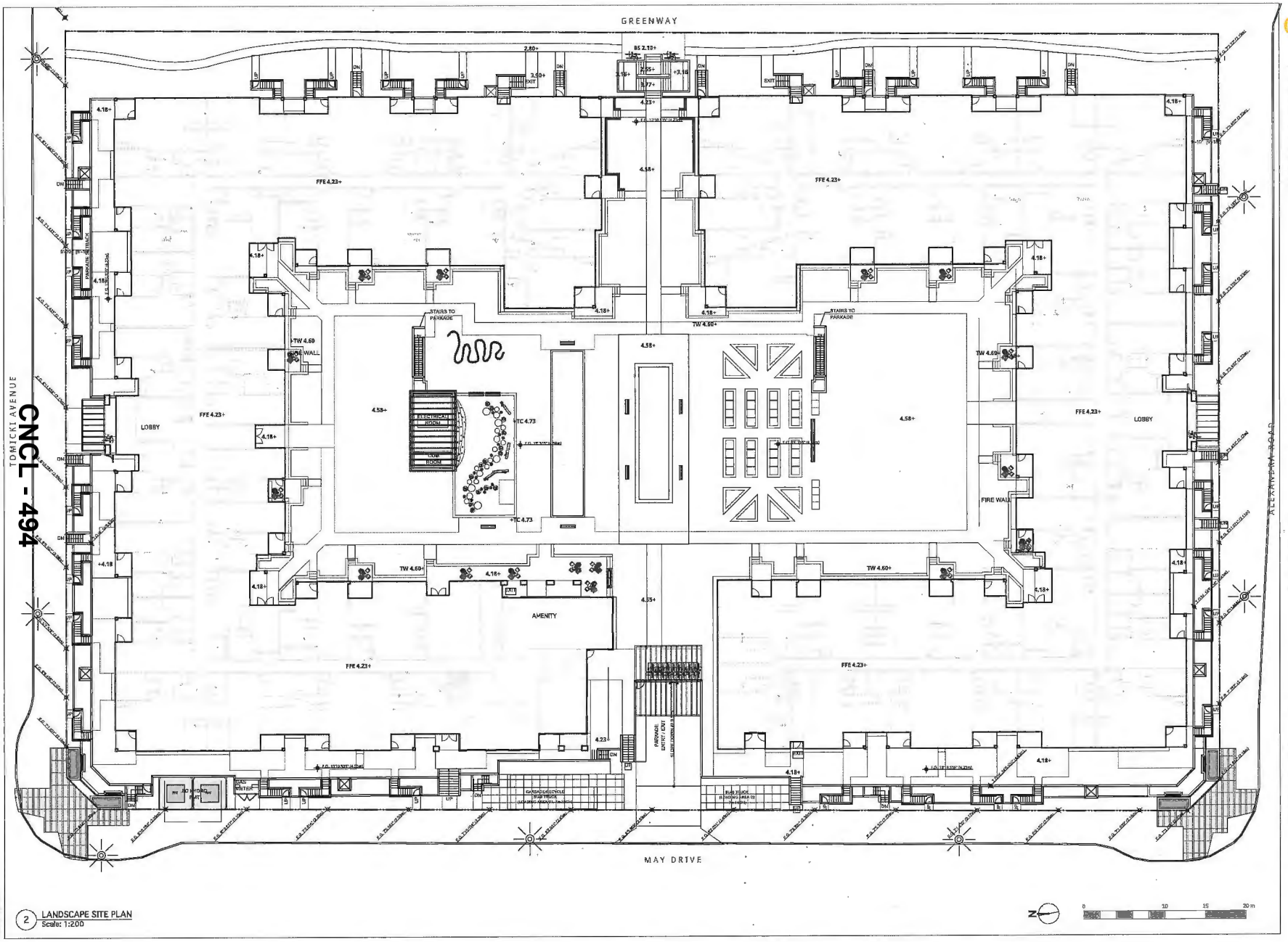
LANDSCAPE ENLARGEMENTS

L1.1



2 LANDSCAPE SITE PLAN
Scale: 1:200

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REVISIONS

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TRAFALGAR SQUARE

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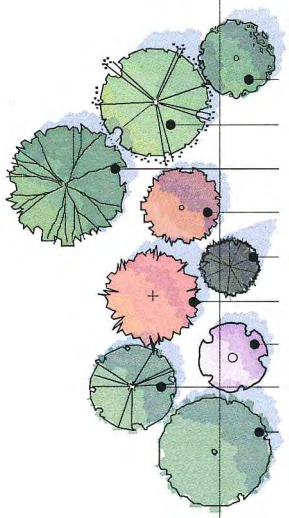
Project No.	06-469

LANDSCAPE GRADING PLAN

L1.3



QTY.	BOTANICAL NAME	COMMON NAME	SIZE	SPACING
TREES				
46	Acer griseum	Paper Bark Maple	5cm cal., B&B	as shown
31	Cercidiphyllum japonicum	Katsura Tree	7cm cal., B&B	as shown
10	Davidia involucrata	Dove Tree	6cm cal., B&B	as shown
6	Magnolia stellata	Star Magnolia	7cm cal., B&B	as shown
4	Picea omorika	Serbian Spruce	3.5M ht., B&B	as shown
8	Prunus pissardi nigra	Flowering Plum	6cm cal., B&B	as shown
6	Prunus serrulata 'Amanagowa'	Amanagowa Flowering Cherry	6cm cal., B&B	as shown
26	Styrax japonica	Japanese Styrax	6cm cal., B&B	as shown
34	Street Tree per City of Richmond Specification			per City
SHRUBS				
	Arbutus unedo 'Compacta'	Strawberry Bush	#5 pot	18" o.c
	Buxus macrophylla 'Winter Gem'	Korean Boxwood	#3 pot	18" o.c
	Ceanothus thyrsiflorus 'Victoria'	Victoria California Lilac	#5 pot	36" o.c
	Choisya x dewitteana 'Axtec Pearl'	Mexican Mock Orange	#3 pot	36" o.c
	Cornus sericea Kelsyi	Dwarf Red Osier Dogwood	#3 pot	36" o.c
	Ilex Crenata	Japanese Holly	#1 pot	24" o.c
	Lavandula angustifolia	English Lavender	#1 pot	18" o.c
	Polystichum munitum	Western Sword Fern	#2 pot	24" o.c
	Prunus laurocerasus 'Otto Luyken'	Otto Luyken Laurel	#3 pot	24" o.c
	Rhododendron 'Crete'	Pink Rhododendron	#5 pot	36" o.c
	Rhododendron 'Ken Janeck'	Pink Yaku Rhododendron	#2 pot	24" o.c
	Rhododendron 'P.J.M.'	PJM Hybrid Rhododendron	#2 pot	24" o.c
	Sarcococca hookerana 'Humilis'	Himalayan Sweet Box	#2 pot	24" o.c
	Skimmia japonica	Japanese Skimmia	#2 pot	24" o.c
	Spiraea x bumulda 'Goldflame'	Goldflame Spiraea	#1 pot	24" o.c
	Thuja occidentalis 'smaragd'	Emerald Cedar	#5 pot	24" o.c
GROUND COVERS AND VINES				
	Akebia quinata	Chocolate Vine	#1 pot	15" o.c
	Ceanothus griseus horizontalis	Creeping Ceanothus	#1 pot	15" o.c
	Clematis armandii	Evergreen Clematis	#1 pot	15" o.c
	Fragaria chiloensis	Beach Strawberry	4"(10cm) pot	15" o.c
	Pachysandra terminalis	Japanese Spurge	4"(10cm) pot	15" o.c
	Rubus pentalobus 'Emerald Carpet'	Emerald Carpet	#1 pot	15" o.c
PERENNIALS, GRASSES, BULBS, AND ANNUALS				
	Echinacea purpurea	Purple Coneflower	#1 pot	18" o.c
	Hosta 'Blue Angel'	Blue Angel Hosta	#1 pot	24" o.c
	Origanum vulgare	Oregano	#1 pot	18" o.c
	Thymus pseudolanuginosus	Wild Thyme	#1 pot	18" o.c
	Rudbeckia hirta	Black-Eyed Susan	#1 pot	24" o.c
	Sedum 'Autumn Joy'	Autumn Joy Sedum	#1 pot	24" o.c

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1	ISSUED FOR REVIEW	16-03-14

REVISIONS

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TRAFALGAR SQUARE

9491, 9511, 9531, 9551, 9591 ALEXANDRA ROAD
Richmond, British Columbia

Scale:	1:200
Drawn:	KD / MR
Reviewed:	DS
Project No.	06-469

PLANTING MATERIALS

L2.0

UP
DN
EXIT
STAIRS TO PARKADE
FIRE WALL
ELECTRICAL ROOM
COM ROOM
PARKADE RAMP BELOW
E.G. 9.69m (2.07m)
E.G. 9.11m (2.13m)
E.G. 9.11m (2.17m)
E.G. 9.11m (2.17m)
E.G. 9.11m (2.17m)
E.G. 9.11m (2.30m)
E.G. 9.10m (2.30m)
E.G. 9.10m (2.30m)
E.G. 9.10

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REVISIONS

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TRAFALGAR SQUARE

9491, 9511, 9531, 9551, 9591 ALEXANDRA ROAD
Richmond, British Columbia

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LANDSCAPE
PLANTING PLAN

L2.2

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REVISIONS

POLYGON
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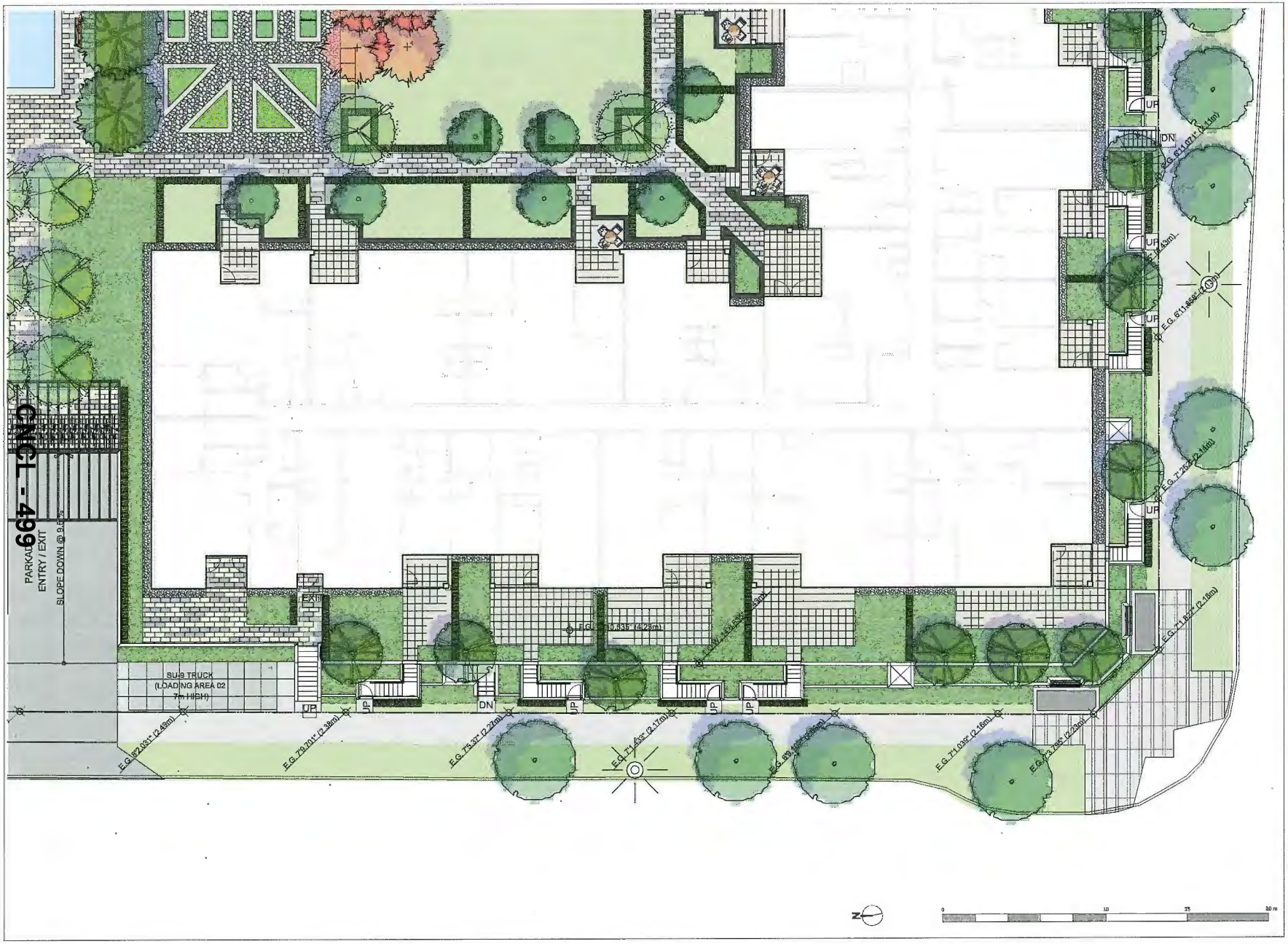
TRAFALGAR SQUARE

9491, 9511, 9531, 9551, 9591 ALEXANDRA ROAD
Richmond, British Columbia

Scale:	1:200
Drawn:	KD / MR
Reviewed:	DS
Project No.	08-469

LANDSCAPE
PLANTING PLAN

L2.3



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REVISIONS

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TRAFALGAR SQUARE

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Richmond, British Columbia

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Project No.	06-469

LANDSCAPE
PLANTING PLAN

L2.4

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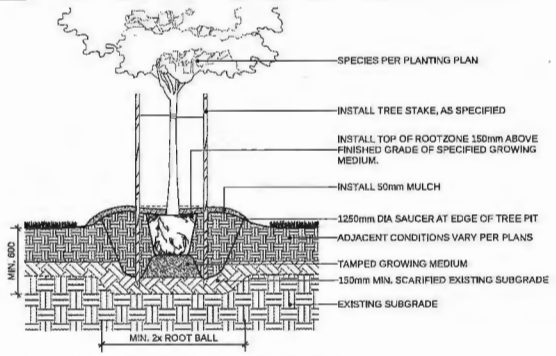
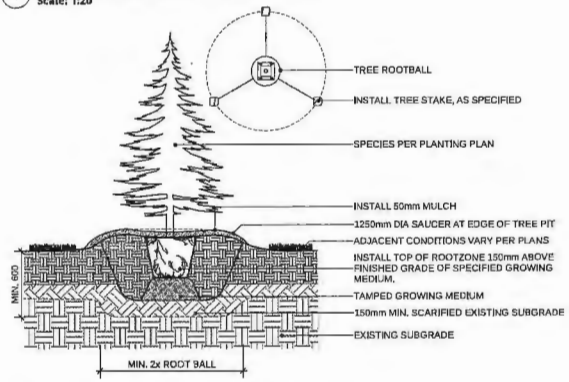
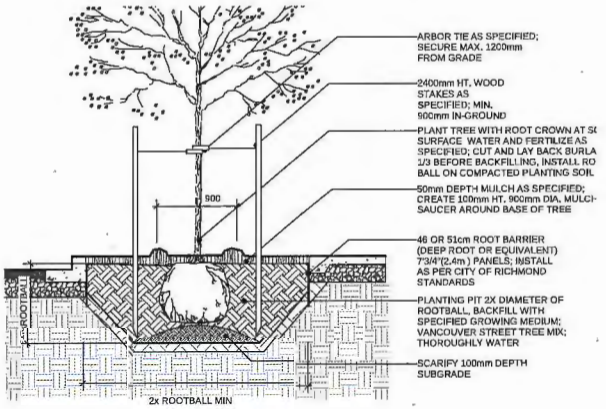


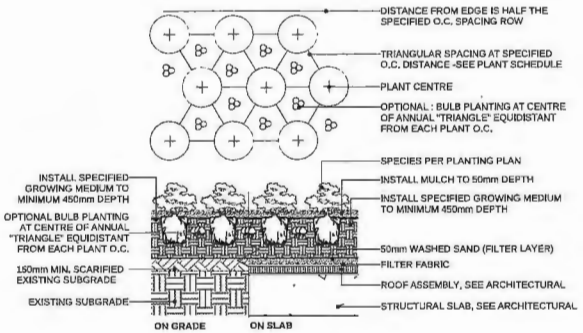
1 **DECIDUOUS TREE PLANTING ON GRADE (TYPICAL)**
Scale: 1:20



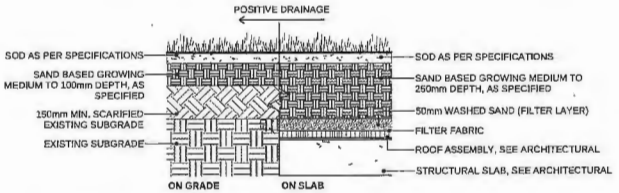
2 **CONIFEROUS TREE PLANTING ON GRADE (TYPICAL)**
Scale: 1:20



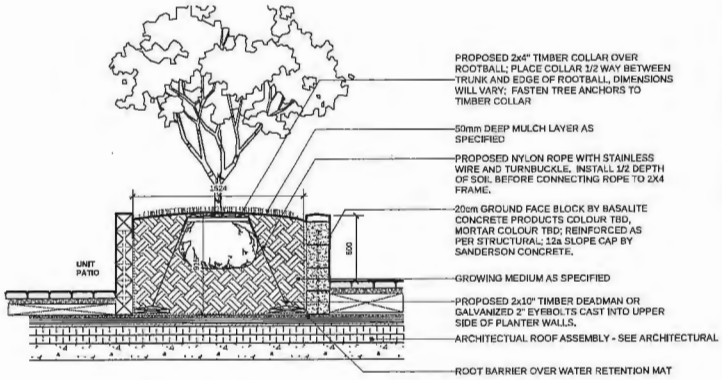
3 **TREE PLANTING IN BOULEVARD**
Scale: 1:25



4 **SHRUB AND GROUNDCOVER PLANTING (TYPICAL)**
Scale: 1:25



5 **SOD LAWN (TYPICAL)**
Scale: 1:10



4 **DECIDUOUS TREE PLANTING ON SLAB (TYPICAL)**
Scale: 1:20

connect
LANDSCAPE ARCHITECTURE

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REVISIONS

POLYGON
POLYGON DEVELOPMENT 000 1333 WEST BROADWAY VANCOUVER BC V6H 4C2 TEL 871 4181

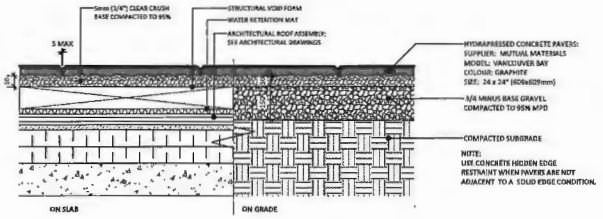
TRAFALGAR SQUARE

9491, 9511, 9531, 9551, 9591 ALEXANDRA ROAD
Richmond, British Columbia

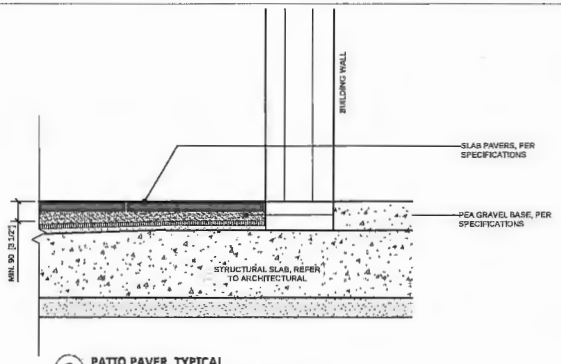
Scale:	AS SHOWN
Drawn:	DS / KD
Reviewed:	DS
Project No.	06-469

LANDSCAPE DETAILS SOFTSCAPE

L3.0



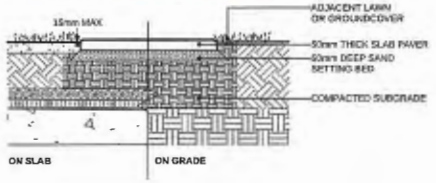
1 **HYDRAPRESSED SLABS**
Scale: 1:10



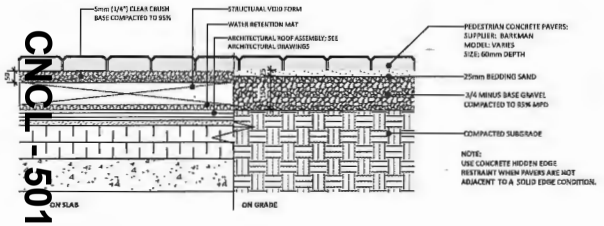
2 **PATIO PAVER, TYPICAL**
Scale: 1:10

TEXADA HYDRAPRESSED SLABS
SIZE : STANDARD SIZE 12"X12" & 18"X18"
(305MM X 305MM X 50MM & 450MM X 450MM X 50MM)
COLOUR : NATURAL
PATTERN : GRID
SUPPLIED BY ABBOTSFORD CONCRETE PRODUCTS
1.800.883.4091

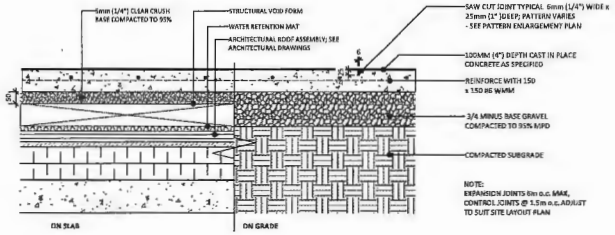
COLOR: NATURAL



3 **STEPPING PAVERS FOR LAWN (TYPICAL)**
Scale: 1:10



4 **PEDESTRIAN UNIT PAVING ON SLAB**
Scale: 1:10



5 **CONCRETE PAVING**
Scale: 1:10

UNIT PAVERS
VENETIAN COBBLE SERIES BY ABBOTSFORD CONCRETE PRODUCTS
80% GRANITE COLOUR, 20% SANDALWOOD COLOUR
STANDARD PATTERN

6 **UNIT PAVING PATTERN AND SPECIFICATION**
Scale: Actual Size

CNCL - 501

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LANDSCAPE ARCHITECTURE

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REVISIONS

POLYGON
POLYGON DEVELOPMENT
900-1333 WEST BROADWAY
VANCOUVER BC V6H 4C2
TEL 871 4181

TRAFALGAR SQUARE

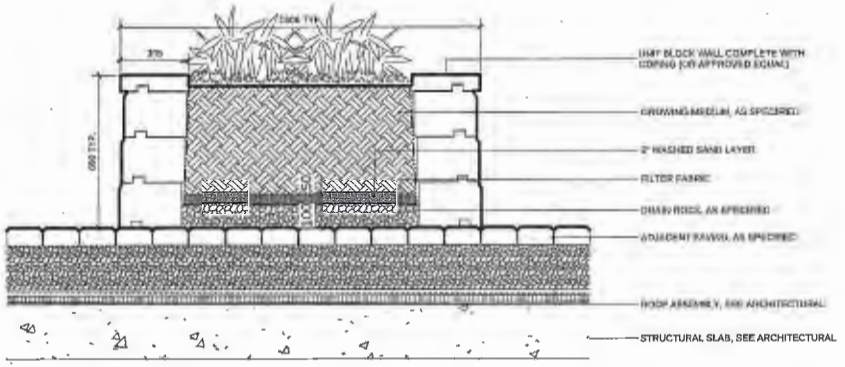
9491, 9511, 9531, 9551, 9591 ALEXANDRA ROAD
Richmond, British Columbia

Scale:	AS SHOWN
Drawn:	DS / KD
Reviewed:	DS
Project No.	06-469

LANDSCAPE DETAILS
HARDSCAPE

L3.1

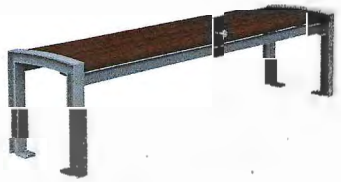
CNCL - 502



NOTES:
1. INSTALL WALLS PER MANUFACTURER SPECIFICATIONS.
2. GLUE CAPS DOWN WITH ADHESIVE RECOMMENDED BY WALL MANUFACTURER.

1 **UNIT BLOCK URBAN AGRICULTURE PLANTER**
Scale: 1:10

2 **TYPICAL BENCH WITH BACK**
MODEL: MLB720-W, SURFACE MOUNT
SUPPLIER: MAGLIN (1.855.904.0330)
FINISH: POWDERCOAT SLATE FINETEX WITH IPE WOOD



3 **TYPICAL BACKLESS BENCH**
MODEL: MLB7208-W, SURFACE MOUNT
SUPPLIER: MAGLIN (1.855.904.0330)
FINISH: POWDERCOAT SLATE FINETEX WITH IPE WOOD

4 **TYPICAL BIKE RACK**
MODEL: SCBR 1602, SURFACE MOUNT
SUPPLIER: MAGLIN (1.855.904.0330)
FINISH: POWDERCOAT SLATE FINETEX

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LANDSCAPE ARCHITECTURE

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TEL 871 4181

TRAFALGAR SQUARE

9491, 9511, 9531, 9551, 9591 ALEXANDRA ROAD
Richmond, British Columbia

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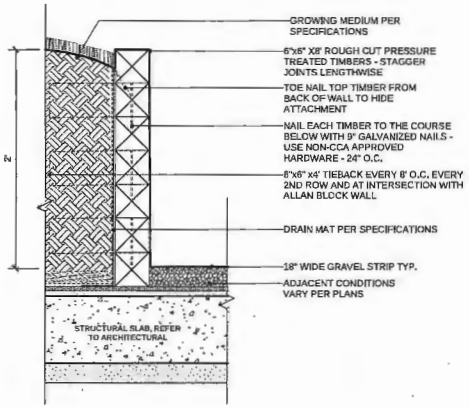
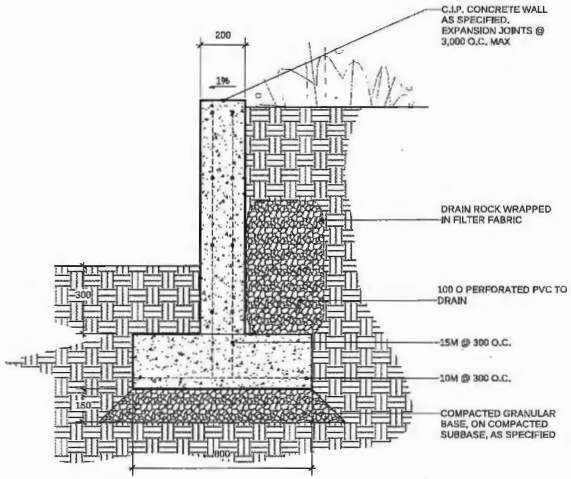
LANDSCAPE DETAILS FURNISHINGS

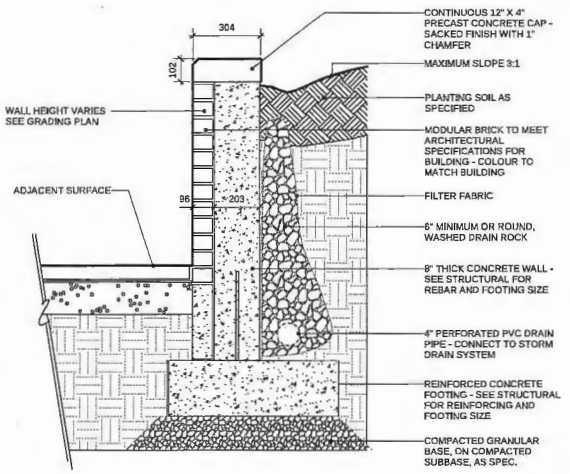
L3.2



1 **TIMBER CRIB WALL, TYPICAL**
Scale: 1:10

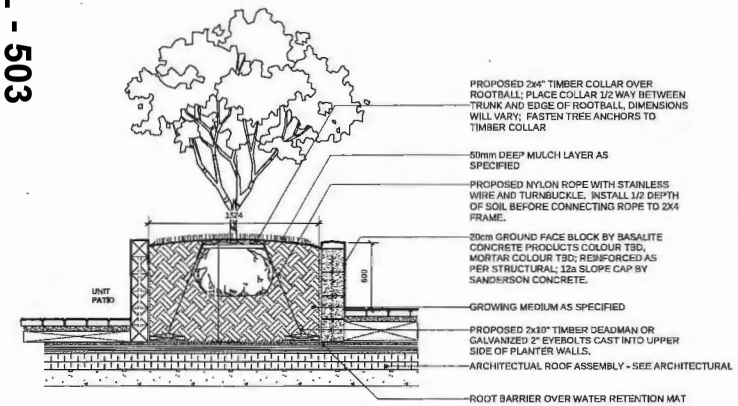


2 **CONCRETE PLANTER WALL**
Scale: 1:10



NOTE: ALL EXPOSED WALL PANEL SURFACES TO BE BRICK FACED.

3 **BRICK FACED WALL**
Scale: 1:10



4 **DECIDUOUS TREE PLANTING ON SLAB (TYPICAL)**
Scale: 1:20

CNCL - 503

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LANDSCAPE ARCHITECTURE

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REVISIONS

POLYGON
POLYGON DEVELOPMENT
000-3333 W'EST BROADWAY
VANCOUVER,BC V6H 4C2
TEL 871 4793

TRAFALGAR SQUARE

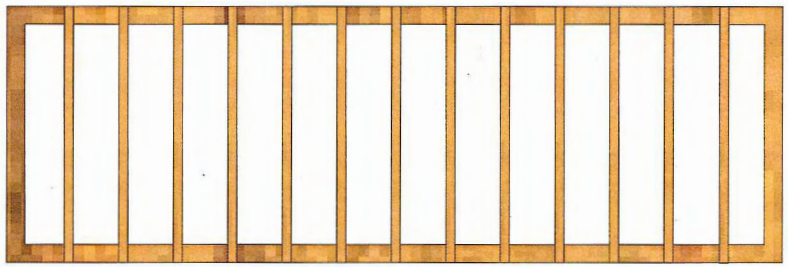
9491, 9511, 9531, 9551, 9591 ALEXANDRA ROAD
Richmond, British Columbia

Scale:	AS SHOWN
Drawn:	DS / KD
Reviewed:	DS
Project No.	06-469

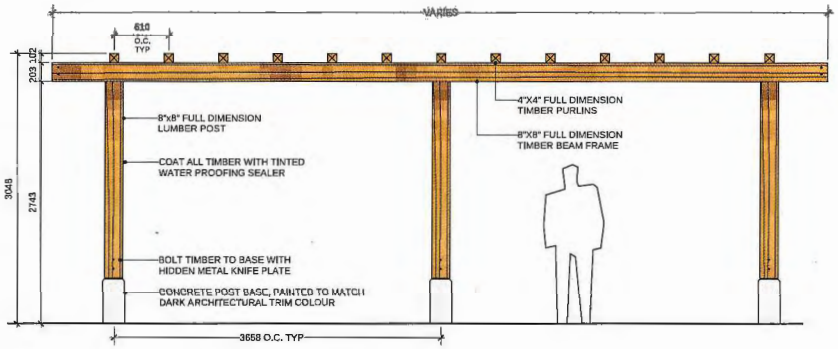
LANDSCAPE DETAILS
WALLS

L3.3

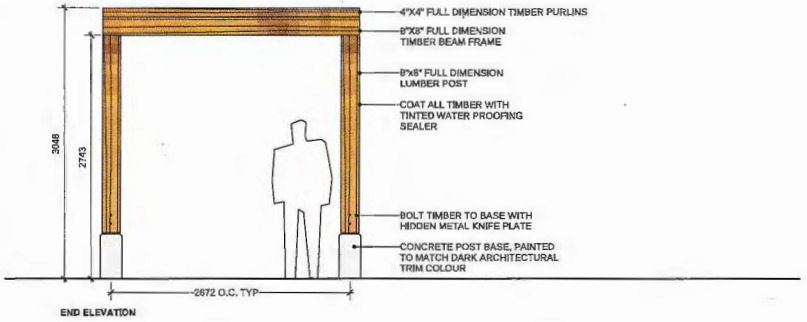
CNCL - 504



PLAN

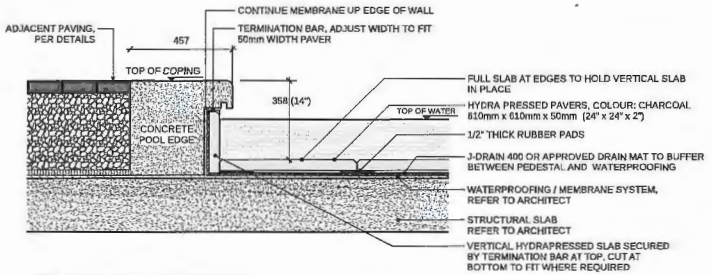


FRONT ELEVATION



END ELEVATION

1 TYPICAL TRELLIS
Scale: 1:25



2 WATER FEATURE SECTION DETAIL
Scale: 1:10

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REVISIONS

POLYGON
POLYGON DEVELOPMENT
938-1333 WEST BROADWAY
VANCOUVER, BC V6H 4C1
TEL 872 4191

TRAFALGAR SQUARE

9491, 9511, 9531, 9551, 9591 ALEXANDRA ROAD
Richmond, British Columbia

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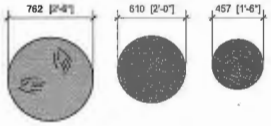
Reviewed:	DS
Project No.	06-469

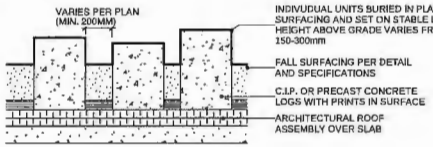
LANDSCAPE DETAILS
HARDSCAPE

L3.4

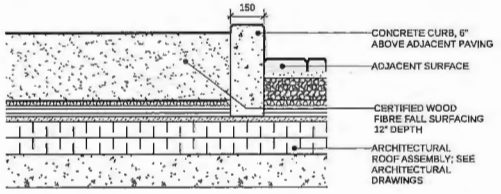
CNCL - 505



CONCRETE STEP-LOGS
3 TYPICAL SIZES, 65% SMALL, 25% MEDIUM, 10% LARGE
PRINTS STAMPED INTO TOP SURFACE TO BE DETERMINED

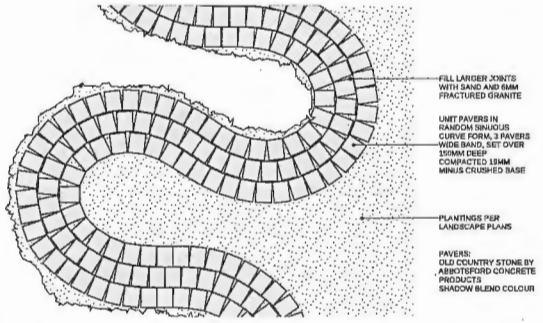


1 CAST CONCRETE STEPPING 'LOGS'
Scale: 1:20

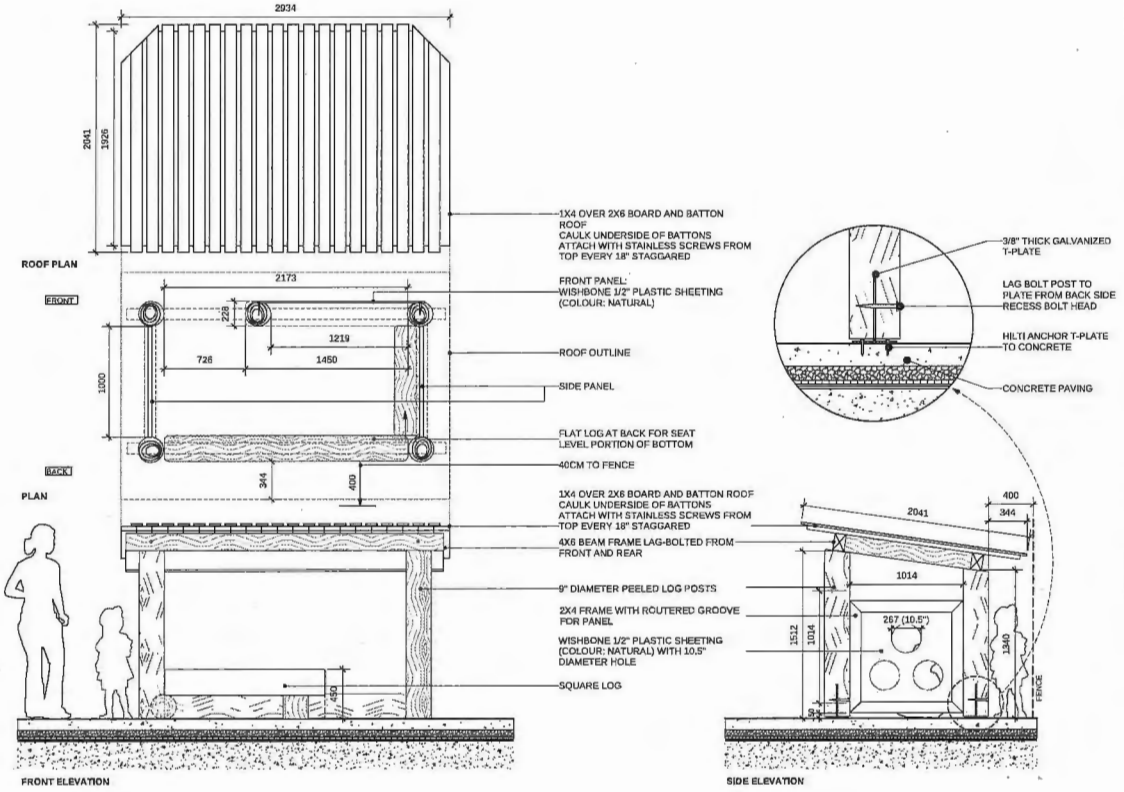


2 PLAYSURFACING
Scale: 1:10

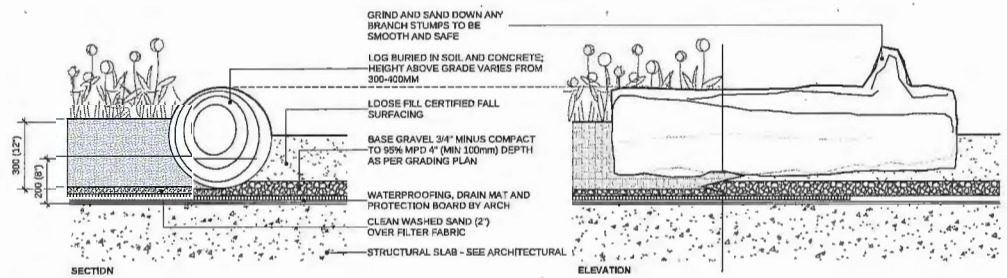
NOTE: WOOD FIBRE SURFACE TO BE CERTIFIED FALL SURFACE MATERIAL, SOURCE TO PROVIDE SPECIFICATIONS AND SAMPLES FOR REVIEW AND APPROVAL.



3 SINUOUS PLAY PATH
Scale: 1:25



4 CUSTOM TIMBER PLAY HOUSE
Scale: 1:20



5 PEELED PLAY LOG
Scale: 1:10

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REVISIONS

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VANCOUVER, BC V6H 4C2
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TRAFALGAR SQUARE

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Richmond, British Columbia

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LANDSCAPE DETAILS
PLAY AREAS

L3.5

City of Richmond

Development Application Data Sheet

Development Applications Department

RZ 16-734204 **Attachment 4**

Address: 9491, 9511, 9531, 9551, 9591 Alexandra Road

Applicant: 0731649 BC Ltd.

Planning Area(s): West Cambie Area Plan - Alexandra Neighbourhood

	Existing	Proposed
Owner:	Polygon Trafalgar Square (South) Ltd., Inc. No. 0731649	Same
Site Size (m^2):	15,125.99 m^2 (162,814.90 ft^2)	13,699.99 m^2 (147,465.57 ft^2) after dedications
Land Uses:	Vacant	Multi-Family Residential (Low Rise Apartment)
OCP Designation:	"Apartment Residential"	Same
Area Plan Designation:	Residential Area 1 which permits a "base density of 1.50 FAR (Max. 1.70 FAR with density bonusing for affordable housing). Townhouse, low-rise apartments (4-storey typical)."	Same
Zoning:	"Single Detached (RS1/F) and Two-Unit Dwellings (RD1)"	"Low Rise Apartment (ZLR30) – Alexandra Neighbourhood (West Cambie)"
Number of Units:	Vacant Site	263 Apartment Residential Units

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	1.5 FAR plus 0.2 FAR with Affordable Housing Contribution	1.7 FAR with Affordable Housing Contribution	none permitted
Buildable Floor Area (m^2):*	Max: 23,290 m^2 with Affordable Housing Contribution	Max: 23,191 m^2 with Affordable Housing Contribution	none permitted
Lot Coverage (% of lot area):	Building: Max. 40% Non-porous Surfaces: Max. 40% Total: Max. 80%	Building: Max. 40% Non-porous Surfaces: Max. 37% Total: Max. 77%	none
Lot Size:	none	13,699.99 m^2 (147,465.57 ft^2) after dedications	none
Lot Dimensions (m):	none	Approx: 140 m x 97 m	none
Setbacks (m) – Alexandra Road Street Parkade	 4.0 m Min. 3.0 m Min.	 4.0 m Min. 3.0 m Min.	none

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Setbacks (m) – May Drive Street Parkade	 4.0 m Min. 3.0 m Min.	 4.0 m Min. 3.0 m Min.	none
Setbacks (m) – Tomicki Avenue Street Parkade	 6.0 m Min. 3.0 m Min.	 6.0 m Min. 3.0 m Min.	none
Setbacks (m) – eastern property line Eastern Property Line Parkade	 6.0 m Min. 3.0 m Min.	 6.0 m Min. 3.0 m Min.	none
Height (m):	18.5 m and no more than 4 storeys	18.5 m and no more than 4 storeys	none
Off-street Parking Spaces – Regular (R) / Visitor (V): For 263 dwelling units As per TDM Measures	332 (R) and 48 (V) per unit	332 (R) and 48 (V) per unit	none
Off-street Parking Spaces – Total: As per TDM Measures	380	380	none
Tandem Parking Spaces:	Permitted – Maximum of 50% of required spaces	None	none
Amenity Space – Indoor:	100 m^2 (1,076 ft^2)	563.8 m^2 (6,069.4 ft^2)	none
Amenity Space – Outdoor:	1,578 m^2 (16,985.45 ft^2)	2,657.3 m^2 (28,603.1 ft^2)	none

Other: Tree replacement compensation required for loss of significant trees.

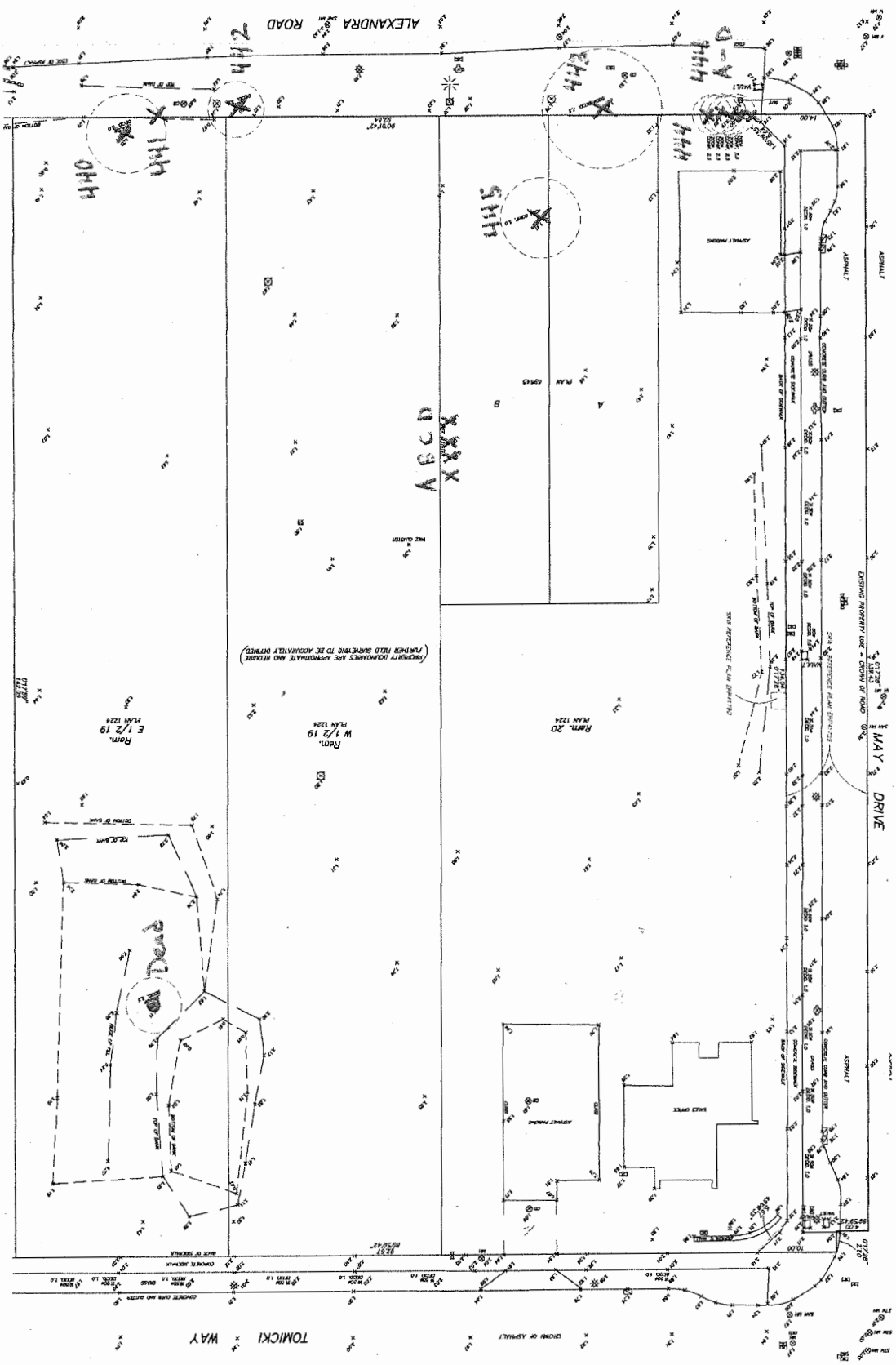
* Preliminary estimate; not inclusive of garage; exact building size to be determined through zoning bylaw compliance review at Building Permit stage.

TDM Measures to include the following:

- Provide 120V electric plug-ins for 20% of all parking stalls.
- Provide 120V electric plug-ins for electric bikes, one (1) for every 40 bicycle storage racks (if there are fewer than 40 bicycle racks in a storage compound, one (1) 120V electric plug-in is required for the same compound).
- Provide minimum a bench along each of the three (3) street frontages (or equivalent cash contribution of $6,000 total).
- Voluntary cash contribution of $30,000 towards a bus shelter and an accessible landing pad in the area.
- Voluntary cash contribution of $5,000 towards the provision of new benches in the area.

Tree Management Plan - Trafalgar Square - Sept 20, 2016 D.A.

Remove Tree X 10



City of Richmond

ATTACHMENT 6

Rezoning Considerations

Development Applications Department
6911 No. 3 Road, Richmond, BC V6Y 2C1

Address: 9491, 9511, 9531, 9551, 9591 Alexandra Road **File No.:** RZ 16-734204

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9638, the developer is required to complete the following:

1. A 10 m wide road dedication along the entire May Drive frontage.
2. 4 m x 4 m corner cut dedications at the Tomicki Avenue/May Drive and Alexandra Road/May Drive intersections, measured from the new property lines.
3. Consolidation of all the lots into one (1) development parcel.
4. Registration of an aircraft noise sensitive use covenant on Title.
5. Registration of a flood plain covenant on Title identifying a minimum habitable elevation of 2.6 m GSC.
6. The submission and processing of a Development Permit* completed to a level deemed acceptable by the Director of Development.
7. City acceptance of the developer's offer to voluntarily contribute $0.81 per buildable square foot (e.g. $202,198.00) to the Public Art fund.
8. City acceptance of the developer's offer to voluntarily contribute $0.60 per buildable square foot (e.g. $150,414.90) for City's beautification as per the West Cambie – Alexandra Interim Guidelines Policy 5044.
9. City acceptance of the developer's offer to voluntarily contribute $0.60 per buildable square foot (e.g. $150,414.90) for City's Child Care as per the West Cambie – Alexandra Interim Guidelines Policy 5044.
10. City acceptance of the developer's offer to voluntarily contribute $0.07 per buildable square foot (e.g. $17,548.41) for Planning Costs fund as per the West Cambie – Alexandra Interim Guidelines Policy 5044.
11. City acceptance of the developer's offer to voluntarily contribute $892,634.00 to the City's affordable housing reserve fund (capital account) as an Affordable Housing Special Development Circumstance "donor".
12. Registration of the City's standard Housing Agreement to secure six (6) affordable housing units; the combined habitable floor area of which shall comprise at least 396.51 m^2 (4,268.04 ft^2) of built space. Occupants of the affordable housing units subject to the Housing Agreement shall enjoy full and unlimited access to and use of all on-site indoor and outdoor amenity spaces. The terms of the Housing Agreements shall indicate that they apply in perpetuity and provide for the following:

Unit Type	Number of Units	Minimum Unit Area	Maximum Monthly Unit Rent**	Total Maximum Household Income**
Bachelor	1	37 m^2 (400 ft^2)	$850	$34,000 or less
One bedroom	2	50 m2 (535 ft2)	$950	$38,000 or less
Two bedroom	3	80 m2 (860 ft2)	$1,162	$46,500 or less

** May be adjusted periodically as provided for under adopted City policy.

13. The discharge of Statutory right-of-way Covenant BB1239772 from the titles for Lots 19 west, 19 east and Lot 20.
14. The discharge of Covenant BB181577 from the title for Lot 20 as it currently restricts redevelopment to only a two-family dwelling.
15. Voluntary contribution of $30,000 towards development of a bus shelter and an accessible landing pad in the area (TDM).
16. Voluntary contribution of $5,000 towards the provision of new benches in the area (TDM).
17. $6,000 toward the purchase of, or agree to provide one bench along each of the three (3) street frontages (TDM).

Initial: _____

18. Registration of a legal agreement(s) regarding the developer's commitment to connect to the Alexandra District Energy Utility (ADEU), including the operation of and use of the DEU and all associated obligations and agreement as determined by the Director of Engineering.
19. Payment of the $1,836.72 per unit plus applicable interest, in accordance with the Alexandra Neighbourhood Development Agreement.
20. Enter into a Servicing Agreement* for the design and construction of the park greenway on 9591 Alexandra Road. Works may be eligible for Parks Construction Development Cost Charge Credits. Works include, but may not be limited to, the following:
    a) 3.5 m wide concrete meandering path plus soldier course to Parks Department approval.
    b) Unit paved plaza at the entry to the greenway along Tomicki Avenue and Alexandra Road.
    c) Design to include the temporary sales centre along Tomicki Avenue and the ultimate design with the sales centre removed.
    d) Supply a minimum of 50% native trees & planting within the greenway design.
    e) All planting to support CPTED principles (For example add lighting, 2 m clear stemmed trees, low planting around paths etc.).
    f) Add benches and other furniture as directed by the Parks Department.
21. Enter into a Servicing Agreement* for the design and construction of frontage and utility works. Works include, but may not be limited to, the following:

Engineering Related Items:

1. **Water Works:**
    a) Using the OCP Model, there is 353 L/s of water available at a 20 psi residual at the May Drive frontage. Based on your proposed development, your site requires a minimum fire flow of 220 L/s.
    b) The Developer is required to:
        - Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm the development has adequate fire flow for onsite fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit stage building designs.
        - Utilize the existing 200 mm PVC water service connection along the Tomicki Avenue frontage.
        - Replace approximately 45 m of 200 mm AC watermain located to the south of the subject site along Alexandra Road with 200 mm PVC watermain.

2. **Storm Sewer Works:**
    a) The Developer is required to:
        - Install a new 600 mm storm sewer along Alexandra Road from existing manhole STMH129396 extending east approximately 120 m and terminate line with a new manhole. Remove existing manhole STMH129396 and tie-in new sewer system to existing.
        - Utilize the existing 375 mm storm service connection and Type III inspection chamber on the Tomicki Avenue frontage.

3. **Sanitary Sewer Works:**
    a) The Developer is required to:
        - Utilize the existing 300 mm PVC sanitary service connection on the May Drive frontage.

4. **Frontage Improvements:**
    a) The Developer is required to:
        - Coordinate with BC Hydro, Telus and other private communication service providers to underground all third party service lines fronting the property.
        - Submit a functional plan showing conceptual locations for above ground structures (example list below) prior to the Staff report progressing to Development Permit Panel. Please coordinate with the respective private utility companies and the project's lighting and traffic signal consultants to confirm the requirements and the locations for the aboveground structures. If a private utility company does not require an aboveground structure, that company shall confirm this via a letter to be submitted to the City.

Initial: _____

The following are examples of SRWs that shall be shown in the functional plan and registered prior to SA design approval:

1. BC Hydro PMT – 4 mW x 5 m (deep)
2. BC Hydro LPT – 3.5 mW x 3.5 m (deep)
3. Street light kiosk – 1.5 mW x 1.5 m (deep)
4. Traffic signal kiosk – 1 mW x 1 m (deep)
5. Traffic signal UPS – 2 mW x 1.5 m (deep)
6. Shaw cable kiosk – 1 mW x 1 m (deep) – show possible location in functional plan
7. Telus FDH cabinet - 1.1 mW x 1 m (deep) – show possible location in functional plan

- Complete other frontage improvements as per Transportation's requirements.
- All boulevard, sidewalk, cycle lane, and similar linear improvements will require land dedication.

5. General Items:

a) 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.
- Provide a pre-load plan and geotechnical assessment of impact to existing surrounding utilities and recommendations to mitigate the impact.

Transportation Related Items:

1. Required land dedication as per Area Plan:
   - Tomicki Avenue: 10 m wide strip appears to have been provided along the full northern frontage achieving the ultimate 20 m wide road right-of-way.
   - May Drive: 10 m wide strip along the full western frontage.
   - 4 m x 4 m corner cuts required at the Tomicki Avenue/May Drive & Alexandra Road/May Drive intersections, measured from new property lines.

2. Applicant responsible for the design and construction of the following frontage improvements (note that some of the works appear to have been completed, the exact scope subject to SA designs):

   a) Tomicki Avenue (from May Drive to existing Tomicki Avenue to the east): construct the road to include the following ultimate cross-section:
      - 2 m wide concrete sidewalks on both sides.
      - 2.25 m wide treed/grassed boulevard on both sides.
      - Curb/gutter on both sides.
      - Minimum 11.2 m pavement width.

   b) May Drive (from Tomicki Avenue to Alexandra Road): coordinate with the offsite works via. RZ 12-598503 to complete to the road to the ultimate standards, which include 2 m wide concrete sidewalks, minimum 2.0 m wide treed/grassed boulevards, and curb/gutter on both sides of the road and minimum 11.2 m wide pavement width.

   c) Alexandra Road (from May Drive to eastern edge of 9611 Alexandra Road): widen the road to accommodate the following (from north to south):
      - Minimum 2 m wide concrete sidewalks.
      - 2.25 m wide treed/grassed boulevard.
      - 0.15 m wide curb/gutter.
      - Widen to achieve the ultimate pavement width of 11.2 m.

   This work should coordinate with other adjacent offsite works by others and proper tie-in's (transition) are to be provided.

Initial: _____

Prior to a Development Permit* being forwarded to the Development Permit Panel for consideration, the developer is required to:

1. Complete an acoustical and thermal a report and recommendations prepared by an appropriate registered professional, which demonstrates that the interior noise levels and noise mitigation standards comply with the City's Official Community Plan and Noise Bylaw requirements. The standard required for air conditioning systems and their alternatives (e.g. ground source heat pumps, heat exchangers and acoustic ducting) is the ASHRAE 55-2004 "Thermal Environmental Conditions for Human Occupancy" standard and subsequent updates as they may occur. Maximum interior noise levels (decibels) within the dwelling units must achieve CMHC standards follows:

Portions of Dwelling Units	Noise Levels (decibels)
Bedrooms	35 decibels
Living, dining, recreation rooms	40 decibels
Kitchen, bathrooms, hallways, and utility rooms	45 decibels

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

1. Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
2. Incorporation of accessibility measures in Building Permit (BP) plans as determined via the Rezoning and/or Development Permit processes.
3. Payment of the Supplementary Local Area DCC for the Alexandra Neighbourhood.
4. If applicable, payment of latecomer agreement charges associated with eligible latecomer works.
5. 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.

Initial: _____

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 _____

City of Richmond

Bylaw 9638

Richmond Zoning Bylaw 8500 Amendment Bylaw 9638 (RZ16-734204) 9491, 9511, 9531, 9551, 9591 Alexandra Road

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

1. Richmond Zoning Bylaw 8500 is amended by inserting Section 18.30 thereof the following:

"18.30 Low Rise Apartment (ZLR30) – Alexandra Neighbourhood (West Cambie)

18.30.1 Purpose

The **zone** provides for a medium density residential apartment **development** with a **density bonus** for a monetary contribution to the City's capital **Affordable Housing Reserve** Fund and the construction of affordable housing.

18.30.2 Permitted Uses

- **housing, apartment**

18.30.3 Secondary Uses

- **boarding and lodging**
- **community care facility, minor**
- **home business**

18.30.4 Permitted Density

1. The maximum **floor area ratio** is 1.50, together with an additional 0.1 **floor area ratio** provided that it is entirely used to accommodate **amenity space**.

2. Notwithstanding Section 18.30.4.1, the reference to "1.50" is increased to a higher **density** of "1.70" if the **owner** has paid or secured to the satisfaction of the **City** a monetary contribution of $892,634.00 to the City's capital **Affordable Housing Reserve** Fund established pursuant to *Reserve Fund Establishment Bylaw No. 7812* and provides a minimum of 396.51 m^2 (4,268.04 ft^2) of affordable housing in six **dwelling units** within the first phase of the **development**.

18.30.5 Permitted Lot Coverage

1. Maximum **Lot Coverage** is 40% for **buildings**.

18.30.6 Yards & Setbacks

1. The minimum public **road setback** is:
   a) 4.0 m from Alexandra Road;
   b) 4.0 m from May Drive; and
   c) 6.0 m from Tomicki Avenue.

2. The minimum **property line setback** is:
   a) 6.0 m from the eastern **property line.**

3. Entry canopies may project into the public **road setback** along the southern **property line** for a maximum distance of 3.0 m and along the northern **property line** for a maximum distance of 1.2 m.

4. Common entry features may project into the public **road setback** along both the northern and southern **property lines** for a maximum distance of 1.25 m.

5. Unenclosed **balconies** above the main north and south entries to the **building** may project into the public **road setback** or the eastern **property line setback** for a maximum distance of 1.15 m.

6. Mechanical venting structures may project into the public **road setback** or the eastern **property line setback** for a maximum distance of 2.5 m.

7. A parking **structure** may project into the public **road setback** or the eastern **property line setback**, provided that such encroachment is landscaped or screened by a combination of trees, shrubs, ornamental plants or lawn as specified by a Development Permit approved by the **City**, but no closer than 3.0 m to Alexandra Road, May Drive, Tomicki Avenue or the eastern **property line**.

18.30.7 Permitted Heights

1. The maximum **height** for **Buildings** is 18.5 m.

2. The maximum **height** for **Accessory Buildings** & **Structures** is 9.0 m.

18.30.8 Subdivision Provisions/Minimum Lot Size

1. There are no minimum **lot width**, **lot depth** or **lot area** requirements.

18.30.9 Landscaping & Screening

1. **Landscaping** and **screening** shall be provided according to the provisions of Section 6.0.

18.30.10 On-Site Parking and Loading

1. On-site **vehicle** and bicycle parking and loading shall be provided according to the standards set out in Section 7.0, except that the number of on-site **parking spaces** required for **apartment housing** shall be:

   a) 1.26 spaces per **dwelling unit** for residents; and

   b) 0.18 spaces per **dwelling unit** for visitors.

18.30.11 Other Regulations

1. 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 designating it **LOW RISE APARTMENT (ZLR30) – ALEXANDRA NEIGHBOURHOOD (WEST CAMBIE):**

P.I.D. 001-718-240
Lot 20 Block "B" Section 34 Block 5 North Range 6 West New Westminster District Plan 1224 Except Plans 69645 and EPP28285

P.I.D. 001-732-242
Lot "A" Section 34 Block 5 North Range 6 West New Westminster District Plan 69645

P.I.D. 001-732-269
Lot "B" Section 34 Block 5 North Range 6 West New Westminster District Plan 69645

P.I.D. 003-961-648
West Half Lot 19 Block "B" Section 34 Block 5 North Range 6 West New Westminster District Plan 1224 Except: Plan EPP 28285

P.I.D. 004-239-237
East Half Lot 19 Block "B" Section 34 Block 5 North Range 6 West New Westminster District Plan 1224 Except: Plan EPP 28285

3. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9638".**

FIRST READING	
A PUBLIC HEARING WAS HELD ON	
SECOND READING	
THIRD READING	
OTHER CONDITIONS SATISFIED	
ADOPTED	

CITY OF RICHMOND
APPROVED by
APPROVED by Director or Solicitor

MAYOR

CORPORATE OFFICER

City of Richmond

Report to Committee

Planning and Development Division

To:	Planning Committee	**Date:**	November 21, 2016
From:	Wayne Craig Director, Development	**File:**	RZ 16-73132 0
Re:	**Application by Peter Hu for Rezoning at 6231 Blundell Road from "Single Detached (RS1/E)" to "Coach Houses (RCH1)"**		

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9644, for the rezoning of 6231 Blundell Road from "Single Detached (RS1/E)" to "Coach Houses (RCH1)", be introduced and given first reading.

Wayne Craig
Director, Development

SDS:blg
Att. 8

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Affordable Housing	☑	

Staff Report

Origin

Peter Hu has applied to the City of Richmond for permission to rezone the property at 6231 Blundell Road from the "Single Detached (RS1/E)" zone to the "Coach Houses (RCH1)" zone, to permit the property to be subdivided to create two (2) lots, each with a principal dwelling and an accessory coach house above a detached garage, with vehicle access from a new rear lane (Attachment 1). The site is currently occupied by a single-family dwelling; which will be demolished. A site survey showing the proposed subdivision plan is included in Attachment 2.

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is attached (Attachment 3).

Surrounding Development

Development immediately surrounding the subject site is as follows:

To the North: Single-family dwelling on a lot zoned "Single Detached (RS1/E)" fronting Cheviot Place.

To the South: Across Blundell Road, a residential care home for seniors on a lot zoned "Health Care (HC)" fronting Blundell Road.

To the East: Single-family dwellings on lots zoned "Single Detached (RS1/E)" fronting Blundell Road.

To the West: Single-family dwellings on lots zoned "Compact Single Detached (RC1)" fronting Blundell Road, with vehicle access from the rear lane.

Related Policies & Studies

Official Community Plan/Arterial Road Policy

The Official Community Plan (OCP) land use designation for the subject property is "Neighbourhood Residential". The subject property is not designated in the existing Arterial Road Policy; however, the development proposal meets the criteria for additional new compact lot and coach house areas, and a precedent for this type of development has been set with the construction of the rear lane to the west. The proposed Arterial Road Policy update (considered by Council on November 14, 2016 and scheduled for Public Hearing on December 19, 2016) identifies the subject site for redevelopment as "Compact Lot Coach House". The proposed rezoning and subdivision would comply with these designations.

Single-Family Lot Size Policy 5408/Zoning Bylaw 8500

The subject property is located within the area governed by Single-Family Lot Size Policy 5408 (adopted by Council on April 10, 1989 and last amended in 2006) (Attachment 4). The Policy

permits the property to be rezoned and subdivided in accordance with the provisions of the "Compact Single Detached (RC2)" zone or the "Coach Houses (RCH1)" zone, provided access is to be from a constructed lane and not from the arterial road. The proposed rezoning and subdivision would comply with the requirements of the "Coach Houses (RCH1)" zone and Single-Family Lot Size Policy 5408.

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. In response to the sign, staff have received two (2) phone calls with general questions regarding the application and the following concerns (staff responses in ***bold italics***):

- Privacy concerns for the adjacent property to the east; including potential overlook from the coach house into the property's rear yard.
  The applicant has revised the coach house design to reduce privacy concerns; including eliminating windows on the wall facing the adjacent property to the east, reducing the size of the balcony, and positioning the balcony towards the west property line, increasing the distance between the balcony and the adjacent property to the east. Both coach house balconies will be positioned towards the common shared property line between the proposed lots.
- Traffic concerns along Cheviot Place as a result of the proposed development.
  The Transportation Department has reviewed the development proposal and confirmed the traffic generation from this development is expected to be minimal, as the lane access to the site is located 36 m from Blundell Road.

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

Existing Legal Encumbrances

There is an existing restrictive covenant registered on Title, restricting development of the subject property if not fully serviced (Document No. RD130801). The covenant will be discharged from Title as a condition of rezoning.

Transportation and Site Access

Consistent with the requirements of the "Coach Houses (RCH1)" zone, pedestrian access to the site and coach house is proposed via a permeable pathway from both Blundell Road and the rear lane.

Vehicle access to the proposed lots is to be from the new rear lane only; with no access permitted to Blundell Road, in accordance with Residential Lot (Vehicular) Access Regulation Bylaw No. 7222.

For each lot, on-site parking is proposed in a garage and carport in accordance with the Zoning Bylaw and consists of two (2) parking spaces for the principal dwelling provided in a tandem arrangement (one (1) parking space in a garage and one parking (1) space in an open carport), along with one (1) parking space for the coach house to the side in a garage (Note: tandem parking for the principal dwelling is permitted in the "Coach Houses (RCH1)" zone). Prior to final adoption of the rezoning bylaw, the applicant must register a restrictive covenant on Title, prohibiting the conversion of the garage and carport into habitable space.

Tree Retention and Replacement

A Certified Arborist's Report was submitted by the applicant; which identifies tree species, assesses tree structure and condition, and provides recommendations on tree retention and removal relative to the proposed development. The report assesses three (3) bylaw-sized trees located on the subject site, and one (1) tree and one (1) hedge located on neighbouring property.

The City's Tree Preservation Coordinator has reviewed the Arborist's Report, conducted on-site visual tree assessment, and concurs with the Arborist's recommendations to:

- Remove one (1) Honey Locust tree (tag# T30) located on the development site due to poor condition from being historically topped (47 cm dbh).
- Remove two (2) fruit trees (tag# T32 & T33) located on the development site due to poor condition from being historically topped and cavities in the upper canopy (60 & 20 cm dbh).
- Retain and protect one (1) tree (tag# OS1) located on the neighbouring property to the west (45 cm dbh).
- Retain and protect one (1) hedge (tag# OS2-OS6) located on the neighbouring property to the east, which will not be impacted by the proposed development.

Tree Protection

The proposed Tree Management Diagram is shown in Attachment 5; which outlines the protection of the one (1) tree on the neighbouring property (tag# OS1). To ensure protection the applicant is required to complete the following:

- Prior to final adoption of the rezoning bylaw, submission of a contract with a Certified Arborist for the supervision of all works conducted within or in close proximity to tree

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

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

Tree Replacement

For the removal of the three (3) trees on-site, the OCP tree replacement ratio goal of 2:1 requires six (6) replacement trees to be planted and maintained on the proposed lots. The applicant has proposed to plant and maintain six (6) replacement trees on-site, three (3) trees on each lot.

As per Tree Protection Bylaw No. 8057, based on the sizes of the on-site trees being removed (20, 47 & 60 cm dbh), replacement trees shall be the following minimum sizes:

No. of Replacement Trees	Minimum Caliper of Deciduous Replacement Tree	or	Minimum Height of Coniferous Replacement Tree
2	6 cm		3.5 m
2	9 cm		5 m
2	10 cm		5.5 m

To ensure that six (6) replacement trees are planted on-site at development stage, and that the front yards of the subject site are enhanced consistent with the landscape guidelines of the Arterial Road Policy, the applicant will provide a Landscape Plan and a landscape security based on 100% of the cost estimate provided by the Landscape Architect (which includes $3,000 for the six (6) replacement trees), prior to final adoption of the rezoning bylaw. Securities will not be released until a landscaping inspection has been passed by City staff after construction and landscaping has been completed. The City may retain a portion of the security for a one (1) year maintenance period from the date of the landscape inspection.

Built Form, Architectural Character & Landscaping

The preliminary conceptual plans proposed for the subject site have addressed the staff comments identified as part of the rezoning application review process (Attachment 6).

The proposed site plan involves a principal dwelling on the south side of each lot proposed and an accessory coach house above a detached garage on the north side of each lot; with vehicle access from the rear lane. The proposed building siting and open space are consistent with the requirements of the RCH1 zone.

The proposed Architectural Elevation Plans include sloped roofs, articulation of the coach house building, a small balcony facing north to the rear lane, and appropriate window placement to

minimize overlook of adjacent properties; while still allowing for passive surveillance of the rear lane.

The applicant has also submitted a preliminary Landscape Plan, prepared by a Registered Landscape Architect, for the front and back yards of the proposed lots (Attachment 7). As stated above, the applicant will provide a landscape security based on 100% of the cost estimate provided by the Landscape Architect, prior to final adoption of the rezoning bylaw.

On-site garbage and recycling is proposed to be set back a minimum of 1.5 m from the rear property line in accordance with the RCH1 zone. Screening of on-site garbage and recycling will be reviewed through the required Landscape Plan for the site prior to final adoption of the rezoning bylaw.

Prior to final adoption of the rezoning bylaw, minor revisions to enhance the coach house design may be made to the preliminary conceptual plans included in Attachment 6. Furthermore, the applicant must register restrictive covenants on Title to ensure:

- The coach house on each lot proposed cannot be stratified.
- The Building Permit application and ensuing development at the site is generally consistent with the preliminary conceptual plans included in Attachment 6.

Affordable Housing Strategy

The Affordable Housing Strategy for single-family rezoning applications requires a secondary suite on 100% of new lots, or a secondary suite on 50% of new lots plus a cash-in-lieu contribution of $\$2.00/ft^2$ of total buildable area towards the Affordable Housing Reserve Fund for the remaining new lots, or a 100% cash-in-lieu contribution if no secondary suites can be accommodated.

The proposed rezoning is consistent with the Affordable Housing Strategy as it involves the creation of two (2) new lots; each with a principle dwelling and an accessory coach house above a detached garage.

Site Servicing and Frontage Improvements

At Subdivision stage, the applicant is required to enter into a Servicing Agreement for the design and construction of required servicing works and frontage improvements, as described in Attachment 8. Frontage and road improvements include, but are not limited to, the following:

- A new 6.0 m-wide lane along the entire north property line, complete with asphalt pavement, rollover curb and gutter on both sides, lighting, and drainage.
- Existing driveway on Blundell Road to be removed and replaced with barrier curb and gutter, boulevard and sidewalk to match the existing frontage treatments to the east and west.

At Subdivision stage, the applicant is also required to pay current year's taxes, Development Cost Charges (City and GVS & DD), Address Assignment Fees, School Site Acquisition Charge,

and the cost associated with the completion of the required servicing works and frontage improvements as described in Attachment 8.

Financial Impact or Economic Impact

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

Conclusion

The purpose of this rezoning application is to rezone the property at 6231 Blundell Road from the "Single Detached (RS1/E)" zone to the "Coach Houses (RCH1)" zone, to permit the property to be subdivided to create two (2) lots, each with a principle dwelling and an accessory coach house above a detached garage.

This rezoning application complies with the land use designations and applicable policies contained with the OCP for the subject site.

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

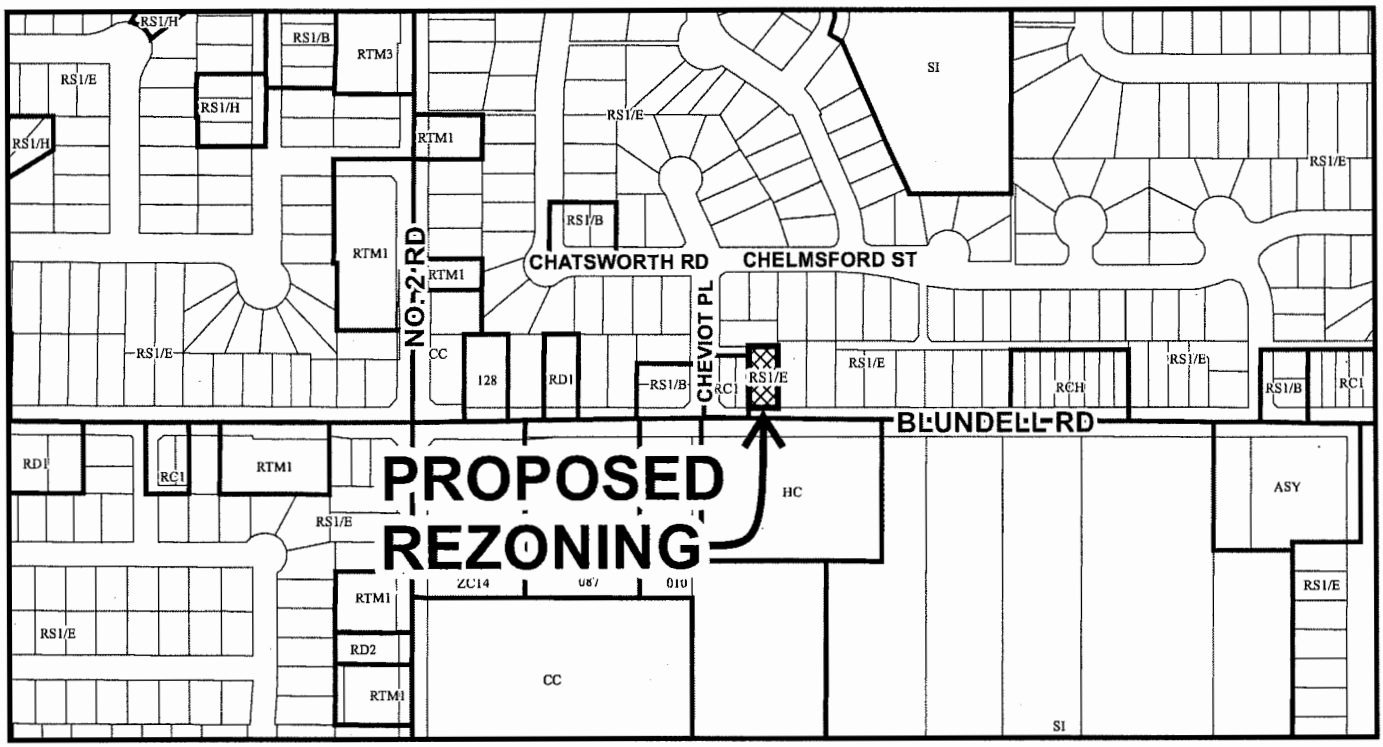
On this basis, it is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 9644 be introduced and given first reading.

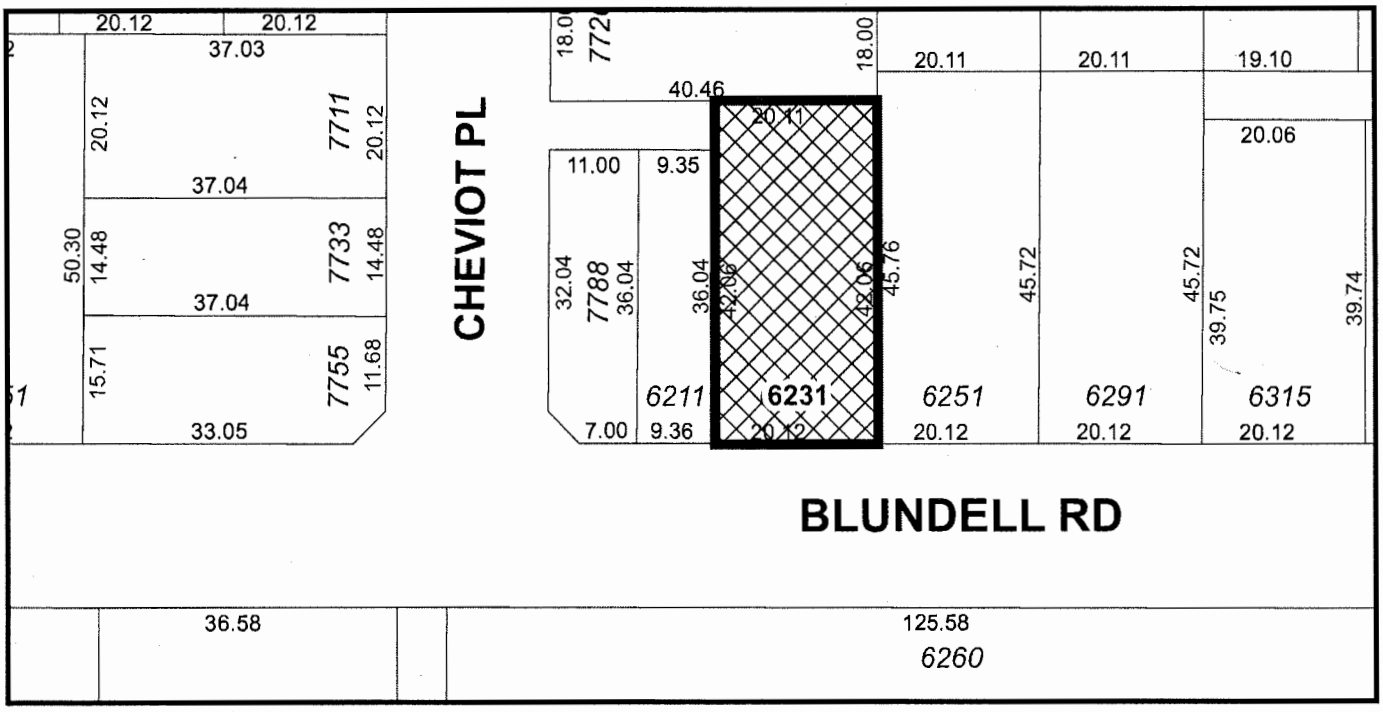
Steven De Sousa
Planning Technician – Design
(604-286-8529)

SDS:blg

Attachment 1: Location Map/Aerial Photo
Attachment 2: Proposed Subdivision Plan
Attachment 3: Development Application Data Sheet
Attachment 4: Single-Family Lot Size Policy 5408
Attachment 5: Tree Management Plan
Attachment 6: Preliminary Conceptual Plans
Attachment 7: Preliminary Landscape Plan
Attachment 8: Rezoning Considerations

City of Richmond





RZ 16-731320

Original Date: 05/12/16

Revision Date:

Note: Dimensions are in METRES

City of Richmond

RZ 16-731320

Original Date: 05/12/16

Revision Date:

Note: Dimensions are in METRES

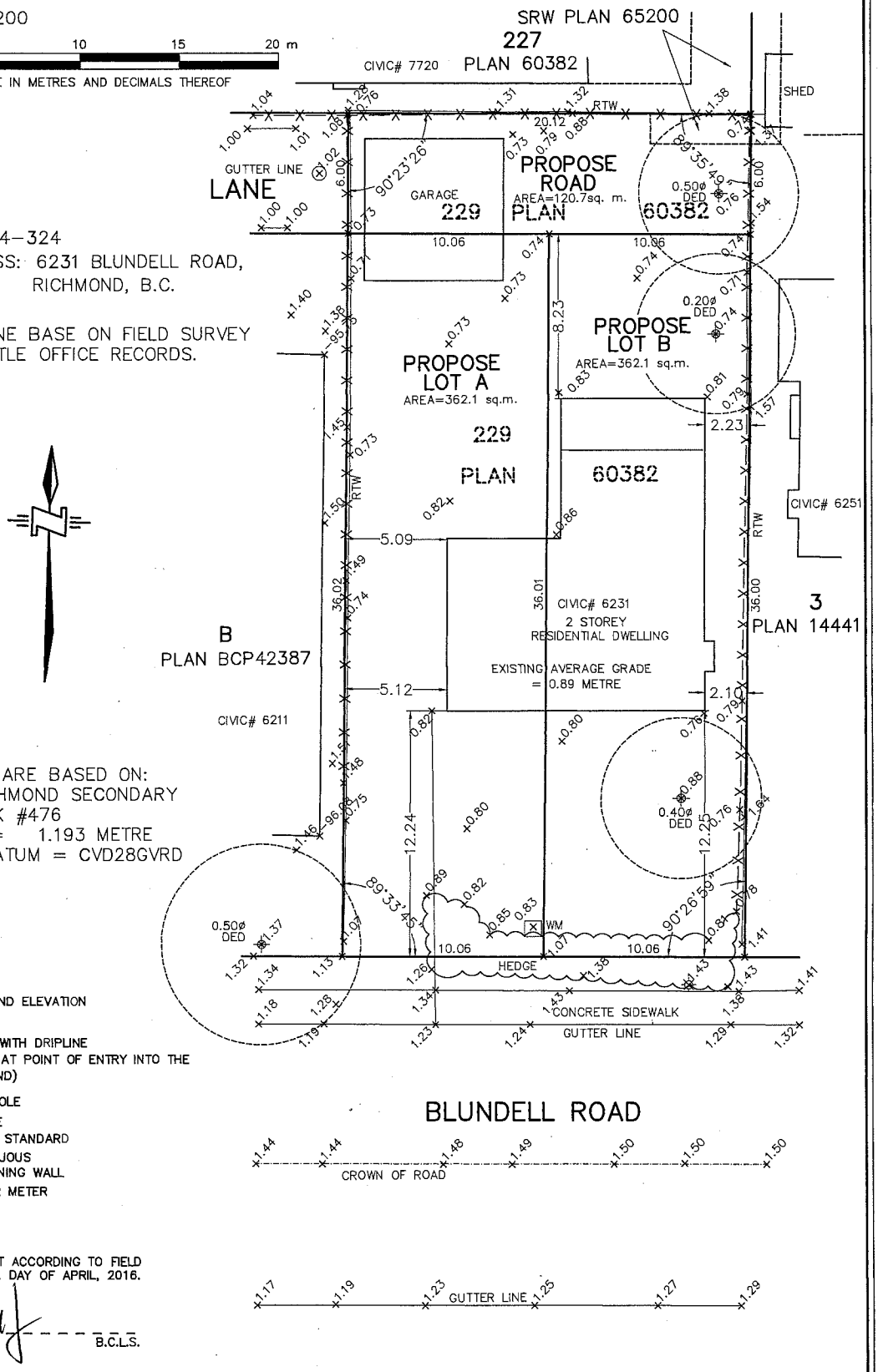
ATTACHMENT 2

PROPOSED SUBDIVISION AND TOPOGRAPHIC SURVEY OF LOT 229, SECTION 18 BLK. 4 N., RGE. 6 W., N.W.D., PLAN 60382

SCALE 1 : 200

0 5 10 15 20 m

ALL DISTANCES ARE IN METRES AND DECIMALS THEREOF



PID: 002-504-324
CIVIC ADDRESS: 6231 BLUNDELL ROAD, RICHMOND, B.C.

PROPERTY LINE BASE ON FIELD SURVEY AND LAND TITLE OFFICE RECORDS.

BENCHMARK
ELEVATIONS ARE BASED ON:
CITY OF RICHMOND SECONDARY
BENCH MARK #476
ELEVATION = 1.193 METRE
GEODETIC DATUM = CVD28GVRD

LEGEND:

- ×12.34 GROUND ELEVATION
- TREE WITH DRIPLINE (TIED AT POINT OF ENTRY INTO THE GROUND)
- MANHOLE
- x—x—x FENCE
- LIGHT STANDARD
- DED DECIDUOUS
- RTW RETAINING WALL
- WM WATER METER

CERTIFIED CORRECT ACCORDING TO FIELD SURVEY THIS 14TH DAY OF APRIL, 2016.

RICHARD S FU B.C.L.S.

THIS PLAN WAS PREPARED FOR MUNICIPAL AND/OR MORTGAGE PURPOSES 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 ABOVE. THIS DOCUMENT SHALL NOT BE USED TO DEFINE PROPERTY LINES OR PROPERTY CORNERS. THE SIGNATORY ACCEPTS NO RESPONSIBILITY 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.

RICHARD FU LAND SURVEYING INC.
3817 McKAY PLACE
RICHMOND BC V6X 3R6
TEL: 604-313-2883
FILE: 1604-005

City of Richmond

Development Application Data Sheet

Development Applications Department

RZ 16-731320 **Attachment 3**

Address: 6231 Blundell Road

Applicant: Peter Hu

Planning Area(s): Blundell

	Existing	Proposed
Owner:	D. & P. Martin	To be determined
Site Size:	844.9 m^2 (9,094 ft^2)	Lot A: 362.1 m^2 (3,897 ft^2) Lot B: 362.1 m^2 (3,897 ft^2) Lane dedication: 120.7 m^2 (1,300 ft^2)
Land Uses:	Single-family residential	No change
OCP Designation:	Neighbourhood Residential	Complies
Arterial Road Policy Designation:	Compact Lot Coach House	Complies
Zoning:	Single Detached (RS1/E)	Coach Houses (RCH1)

Future Subdivided Lots	Bylaw Requirement (RCH1)	Proposed	Variance
Floor Area Ratio:	Max. 0.6	Max. 0.6	None Permitted
Principle Dwelling Floor Area:*	Max. 184.2 m^2 (1,982 ft^2) (depending on size of coach house)	172.6 m^2 (1,857 ft^2)	None Permitted
Coach House Floor Area:*	Min. 33.0 m^2 (355 ft^2) Max. 60.0 m^2 (645 ft^2)	44.6 m^2 (480 ft^2)	None Permitted
Total Buildable Floor Area:*	Max. 217.2 m^2 (2,338 ft^2)	Max. 217.2 m^2 (2,338 ft^2)	None Permitted
Lot Coverage:	Building: Max. 45% Non-porous: Max. 70% Landscaping: Min. 20%	Building: 45% Non-porous: 64% Landscaping: 36%	None
Lot Size:	Min. 315.0 m^2	362.1 m^2	None
Lot Dimensions:	Width: Min. 9 m Depth: Min. 35 m	Width: 10 m Depth: 36 m	None
Principle Dwelling Setbacks:	Front: Min. 6 m Rear: Min. 6 m Interior Side: Min. 1.2 m	Front: 6 m Rear: 15 m Interior Side: 1.2 m	None
Coach House Dwelling Setbacks:	Front: Min. 15 m Rear: Min. 1.2 m Interior Side (Ground): Min. 0.6 m Interior Side (Upper): Min. 1.2 m Opposite Interior Side: Min. 1.8 m	Front: 24 m Rear: 1.2 m Interior Side (Ground): 0.6 m Interior Side (Upper): 1.2 m Opposite Interior Side: 2.8 m	None
Principle Dwelling Height:	Max. 2 ½ storeys	Max. 2 ½ storeys	None
Coach House Height:	Max. 6.5 m measured from the highest elevation of the crown of the lane	Max. 6.5 m measured from the highest elevation of the crown of the lane	None

On-Site Parking Spaces:	Principle Dwelling: 2 Coach House: 1	Principle Dwelling: 2 Coach House: 1	None
Tandem Parking Spaces:	Permitted for Principle Dwelling	2 for Principle Dwelling	None
Outdoor Amenity Space:	Principle Dwelling: Min. 30 m^2 Coach House: No minimum	Principle Dwelling: 30 m^2 Coach House: 30 m^2	None
Coach House Balcony:	Max. 8.0 m^2	4.6 m^2	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.

City of Richmond **Policy Manual**

Page 1 of 2	Adopted by Council: April 10, 1989 Amended by Council: January 15, 2001* Amended by Council: May 15, 2006 *	**Policy 5408**
File Ref: 4045-00	SINGLE-FAMILY LOT SIZE POLICY IN Section 18-4-6	

Policy 5408:

The following policy establishes lot sizes in Section 18-4-6 located in the area generally bounded by **Comstock Road, Blundell Road, Gilbert Road and No. 2 Road** as shown on the attached map:

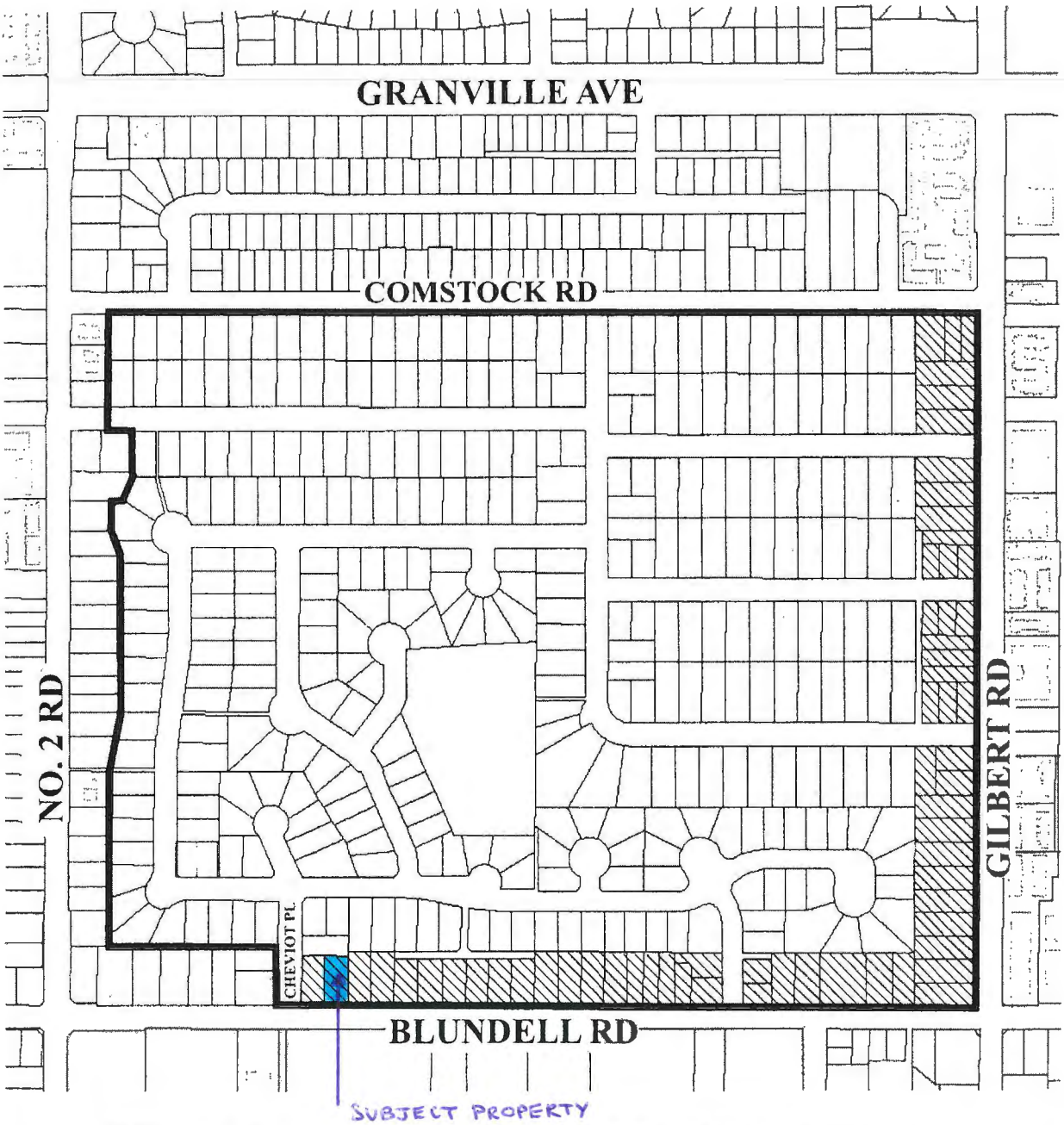
1. All properties shall meet the requirements of Single-Family Housing District, Subdivision Area E (R1/E) as per the Zoning and Development Bylaw 5300, with the following exceptions:

   (a) properties with frontage on Gilbert Road and Blundell Road may be allowed to be subdivided as per Single-Family Housing District (R1-0.6) or Coach House District (R/9), provided accesses are to be a constructed lane and not to these arterial roads.

2. This policy is to be used in determining the disposition of future rezoning applications in this area for a period of not less than five years, except as per the amending procedures in the Zoning and Development Bylaw 5300.

3. Multiple-family residential development shall not be permitted.

* Original Adoption Date in Effect



Subdivision Permitted as Per **R1-0.6 or R/9** provided that access is to a constructed lane and not to the arterial roads.

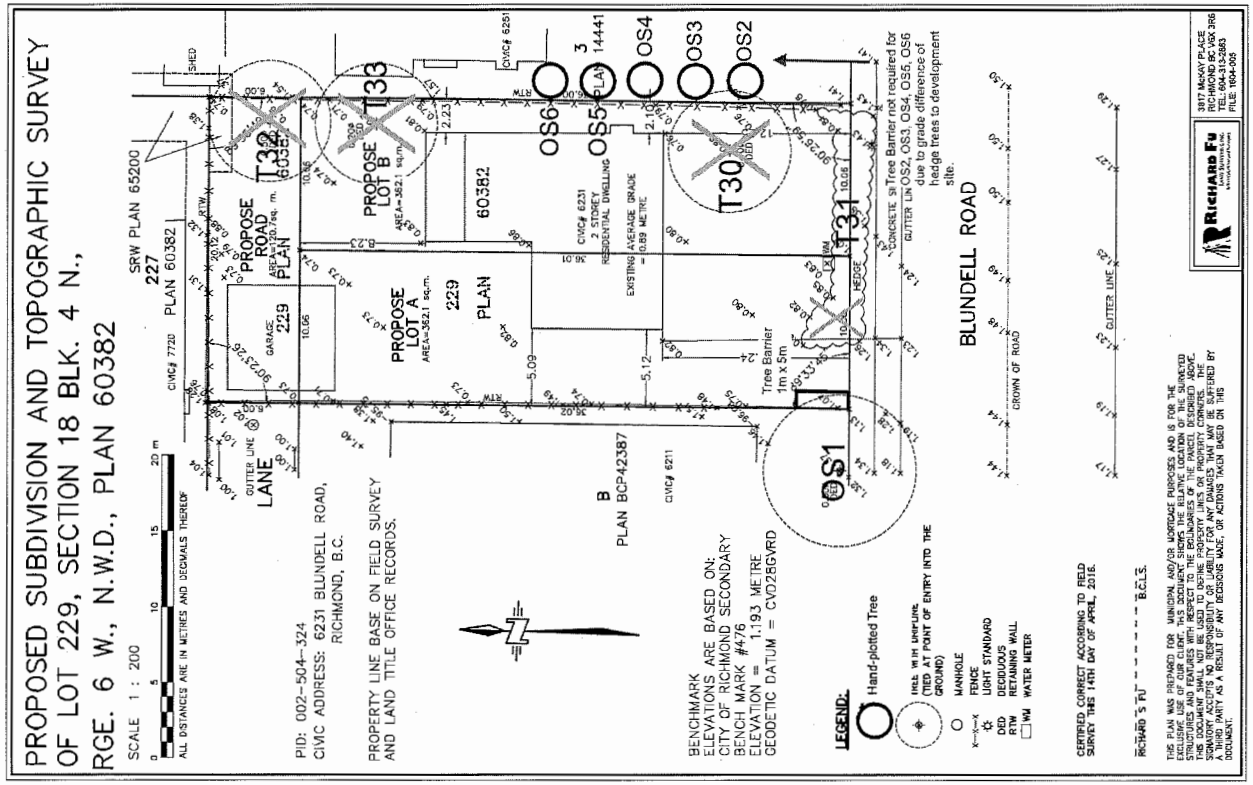
Subdivision Permitted as Per **R1/E**

Policy 5408
Section 18-4-6

Adopted Date: 04/10/89

Amended Date: 05/15/06

koome urban forestry



TREE PROTECTION AND REMOVAL DRAWING

TREE LIST- BLUNDELL, RICHMOND					
Botanical Name	**Common Name**	**No.**	**Size**	**Spacing**	**Symbol**
TREES TO BE REMOVED					
Gleditsia triacanthos 'Sunburst'	Honey locust	1	.47 m DBH		T30
Malus spp.	Fruiting apple	1	.60 m DBH		T32
Prunus spp.	Fruiting plum	1	.20 m DBH		T33
TREES TO BE RETAINED					
Pruus serrulata 'Kwanzan'	Flowering cherry	1	.45 m DBH		OSI
Cupressus spp.	Cypress	5	.30 m DBH		OS2-OS6
REPLACEMENT TREES					
Acer palmatum 'Senkaki'	Japanese maple	4	6 cm	as shown	AP
Chamaecyparis obtuse 'Gracilis'	Hinoki false cypress	2	3.5 m	as shown	CO
Prunus yedoensis 'Akebono'	Japanese Cherry	2	9 cm	as shown	PY

NOTE: For tree removals and retentions, see Arborist Report
For tree installations, contractor to be certified by BCLNTA
All plants and installation to meet or exceed latest BCLNA #1 standards
Contractor to verify numbers and placement of plants prior to installation

The Tree Protection Zone (TPZ) encompasses the drip line of the tree as illustrated in Fig. 1a and 1b.

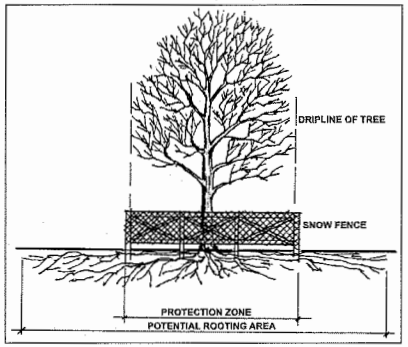


Fig. 1a Example of a drip line on a tree

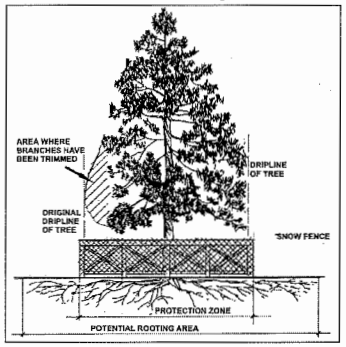
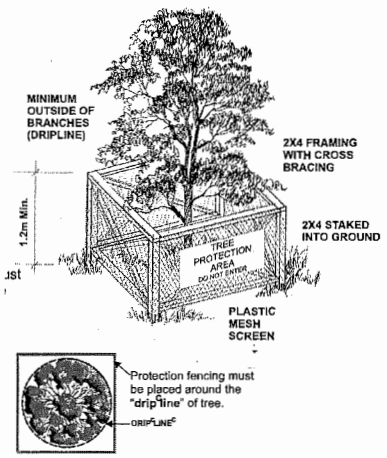


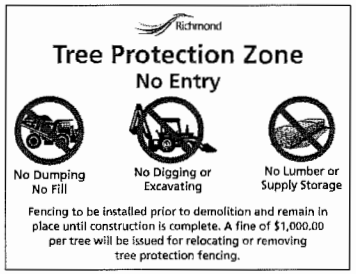
Fig. 1b Example of a drip line on a tree with one side pruned

TREE PROTECTION ZONE

TREE PROTECTION BARRIER PER RICHMOND BYLAW



TREE PROTECTION ZONE NO ENTRY SIGN



2 Oct. 25, 2016	Review
1 Sept. 1, 2016	Review

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PETER HU PROJECT
6231 Blundell Road, Richmond, B.C.

Design by:
SW Landscape Architect
North Vancouver, B.C.
778 834-8959

Design: S.W.	Checked: S.W.
Drawn: S.W.	DATE: JULY 29, 2016
Scale	NTS
L3	TREE RETENTION PLAN

GENERAL NOTES:

1. All construction to conform to B.C. Building Code 2012
2. Builder must ensure that all work performed on site complies with Worker's Compensation Board's requirements and standard. Builder must notify his engineer before and after excavation and obtain certification from the engineer before any workers are allowed to work in the excavated area. Such certification should be posted on site at a prominent location and to be updated by the engineer at regular intervals.
3. Footings for foundation must be set on undisturbed ground, rock or compacted granular fill (9.15 .3.2.) and below frost line, min 1'6? below grade. It is the Builder's responsibility to have the foundation designed by a Structural Engineer. A Geotechnical Engineer may be required.
4. Concrete to be min. 25 Mpa @ 28 days, 100 mm slump unless otherwise designed by Structural Engineer (9.3.1.)
5. Material to be Douglas Fir No.2 or better grade (9.3.2.2.)
6. All lintels to be min. 2-2x10 D.F. No. 2 unless otherwise noted (9.23.12.3.)
7. Guards shall conform to 9.8.8. All exterior guardrail 42? high (36? if difference in elevation is less than 6 ft) All interior guardrails 36? high All handrails 31.5? to 38? high (9.8.7.4.)
8. Smoke alarms to be provide to ceiling of hallway serving sleeping areas. (9.10.18.)
9. Provide ventilation for the dwelling in accordance with 9.32.
10. Roof access min. 20?x27.5? (9.19.2.1.) Venting min 1/300 (9.19.1.2)
11. Security blocks for two stud spaces by all exterior doors (9.6.8.9.)
12. Waterproof backing (aqua boards) to be used for all bathtubs and shower enclosures.
13. Insulation and vapour barrier to conform to Part 5. Provide insulation, vapour barrier and gyproc for fireplace and B vent shafts.
14. Stair rise and run to conform to 9.8.3.1. Headroom min. 6'-5? (1.95m) (9.8.3.4.) Rise 4.92?- 7.87? (125mm-200mm) Run 8.27?- 14? (210mm-355mm) Tread 8.27?-14? (235mm-355mm)
15. Truss design must be completed before form construction and enlarged footings as design by Structural Engineer pursuant to truss point loads may be required.
16. Buildings with attached garage - All walls and ceiling separating attached garage and dwelling must have layers of drywall, staggered joints, on the garage side as gas barrier. Door separating garage and dwelling must be solid core, weather stripped of and with self-closing devices.
17. Windows and skylights - All windows shall conform to window standards as per 9.7.2. and skylight standards as per 9.7.3. Skylights shall conform to standards as per 9.7.7. Windows located within 3 ft of exterior door locks shall have safety glass, wire glass or tempered glass.
18. All point loads must be fully supported down to foundation. The width of supporting columns shall not be less than the width of the supported member (9.17.4.1.) all point loads from trusses must be structurally supported by columns or engineered beams and double cripple studs as designed by Structural Engineer.
19. Deck over habitable area - Provide 2x4 cross purlin at 16? o.c. on deck joists and cross ventilation. Except for build-up roofing (tar and gravel) all other water-proofing membrane must be the approved product and be certified by a registered architect of professional engineer.
20. This drawing is made to comply with applicable Zoning and Building By-law for the purpose of applying for Building and/or Developement Permit only. Designer assumes no responsibility or liability for all structural designs. It is the Builder's responsibility to have all structural components designed by a Structural Engineer before work started.
21. The Builder shall verify all dimensions and clarify with Designer prior to work commenced. Designer assumes no responsibility or liability for errors or omissions after work has commenced and Builder failed to verify the dimension herein with the Designer, in which case it is deemed that the Builder takes up foll responsibility in this respects. Construction should be followed dimensions given in drawing and should never be by scaling.
22. It is the Builder's judgement and responsibility to hire Registered Land Surveyor to lay out building location prior to constructing forms for foundation.
23. This design and drawing are the exclusive property of the Designer and cannot be reproduced in whole or portion without the written permission by the Designer.

PROJECT DATA (LOT A)

TOPOGRAPHIC SURVEY OF LOT 229 SECTION 18 BLOCK 4 NORTH RANGE 6 NEW WESTMINSTER DISTRICT PLAN 60382

CIVIC ADDRESS:
6231 BLUNDELL ROAD, RICHMOND BC

ZONING: RCH1
LOT A & B SIZE(sq.m)=362.1 sq.m=3896 sq.ft

SITE COVERAGE:
ALLOWED(45%)=3896x45%=1754.1 sq.ft(162.94 sq.m)
PROPOSED :MAIN BUILDING : 108.78 sq.m
COACH HOUSE:51.88 sq.m
TOTAL:162.76/362.1x100%=44.95%
FLOOR SPACE RATIO CALCULATION(sq.ft)
ALLOWED OUTRIGHT:3896x60%=2338.8 sq.ft=217.26 sq.m
PROPOSED: 217.28 sq.m
IMPERMEABILITY CALCULATION(sq.m)
ALLOWED(70%) 362.1X70%=253.47sq.m
PROPOSED: BUILDING:162.76 sq.m
PORCH:8.22+6.84+5.8=15.86 sq.m
DRIVE WAY+WALK WAY:7.31+25.16+12.63=45.26 =61.26 sq.m
TOTAL AREA:230.88/362.1=63.79%
LANDSCAPING AREA:
100%-63.79%=36.21%>20%

SETBACKS	REQUIRE	PROPOSED
FRONT YARD:	6 m	6m
REAR YARD:	6m	15.37m
EAST SIDE YARD:	1.2m	1.2m
WEST SIDE YARD:	1.2m	1.24m

PROJECT DATA (LOT B)

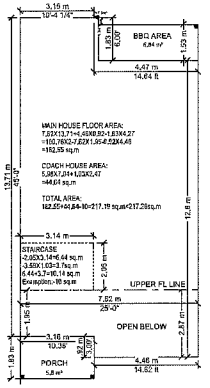
TOPOGRAPHIC SURVEY OF LOT 229 SECTION 18 BLOCK 4 NORTH RANGE 6 NEW WESTMINSTER DISTRICT PLAN 60382

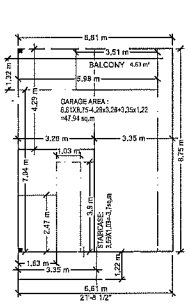
CIVIC ADDRESS:
6231 BLUNDELL ROAD, RICHMOND BC

ZONING: RCH1
LOT A & B SIZE(sq.m)=362.1 sq.m=3896 sq.ft

SITE COVERAGE:
ALLOWED(45%)=3896x45%=1754.1 sq.ft(162.94 sq.m)
PROPOSED :MAIN BUILDING : 100.78 sq.m
COACH HOUSE:53.81 sq.m
TOTAL:154.30/362.1x100%=42.64%
FLOOR SPACE RATIO CALCULATION(sq.ft)
ALLOWED OUTRIGHT:3896x60%=2338.8 sq.ft=217.26 sq.m
PROPOSED: 217.28 sq.m
IMPERMEABILITY CALCULATION(sq.m)
ALLOWED(70%) 362.1X70%=253.47sq.m
PROPOSED BUILDING:154.29 sq.m
PORCH:4.22+7.84+5.8=17.86 sq.m
DRIVE WAY+WALK WAY:7.5+20.52+20.87+13.28+28X0.36 =72.28 sq.m
TOTAL AREA:244.58/362.1=67.54%
LANDSCAPING AREA:
100%-67.54%=32.46%>20%

SETBACKS	REQUIRE	PROPOSED
FRONT YARD:	6 m	6m
REAR YARD:	6m	15.37m
EAST SIDE YARD:	1.2m	1.24m
WEST SIDE YARD:	1.2m	1.2m





FAR CALCULATION

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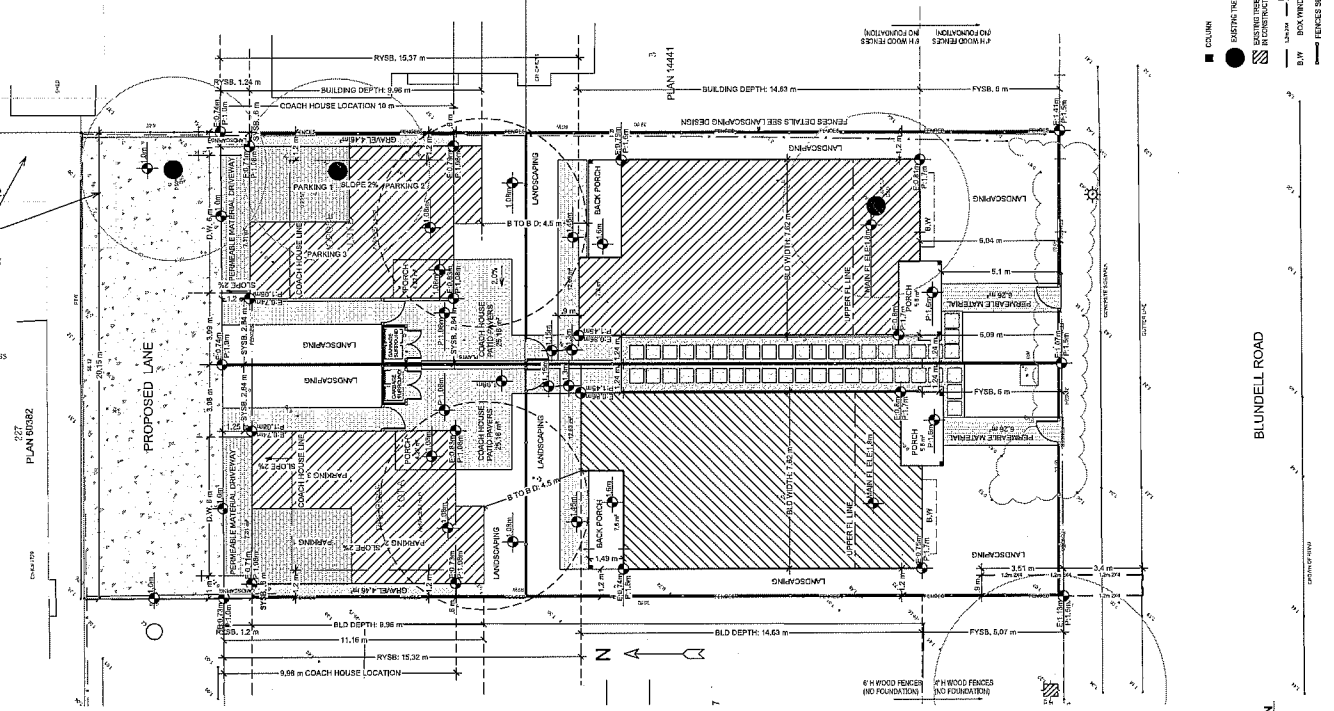

COLUMN
EXISTING TREES TO BE REMOVED
EXISTING TREES TO BE PROTECTED IN CONSTRUCTION PERIOD
H=1.2m-2M tree protection fencing in construction period
BOX WINDOW
FENCES SEE LANDSCAPING DESIGN

NOTE:Site Landscape Plan adapted from SW Landscape Architect.

SITE PLAN
Scale:3/8"=1'-0"

9.		
8.		
7.		
6.		
5.		
4.		
3.		
2.		
1.	11/18/2016	ISSUED FOR RCC DP APPLICATION
NO.	DATE	

ISSUES/REVISIONS

Building Design Studio
yanstudio1@live.com
778-899-8958
778-588-4366
1275 WEST HASTINGS ST
VANCOUVER, BC

Civic Address:

6231 BLUNDELL ROAD,Richmond,BC

LEGAL DESCRIPTION

LOT 229 SEC 18 BLK 4N R6W PLAN 60382

DRAWN:

MERRY GAO
yanstudio1@live.com
778-899-8958
778-588-4366

SITE PLAN

Drawing Title:

SITE & FLOOR PLAN

scale:	date:
AS SHOWN	11/18/2016

checked:

project no.:	sheet no.:
201601	A-1
	revision:

Disclaimer:
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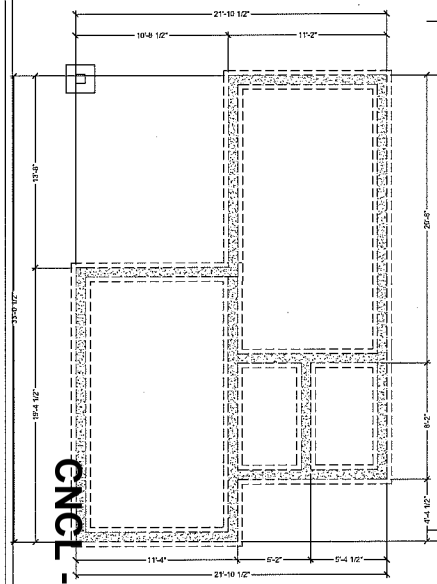
ATTACHMENT 6

CNCL - 533

CNCL - 534



FOUNDATION PLAN
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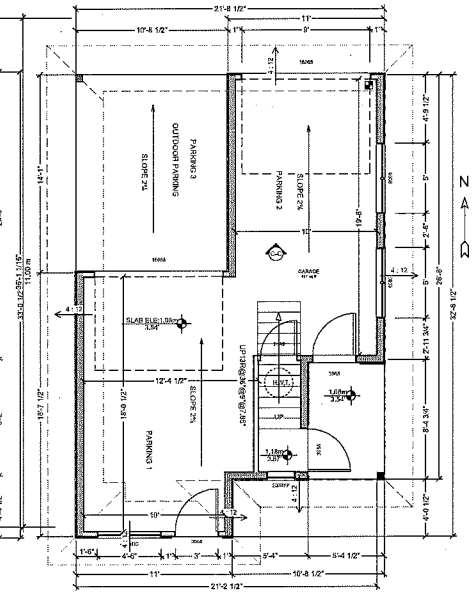

MAIN FLOOR PLAN
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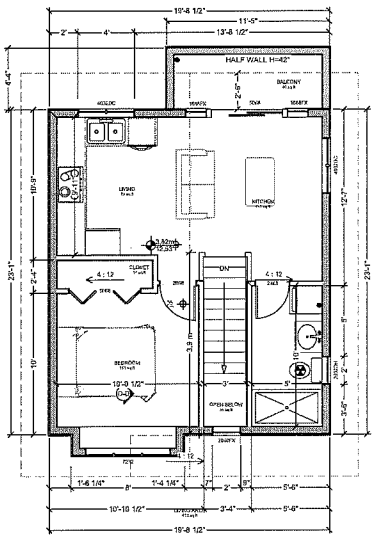

UPPER FLOOR PLAN
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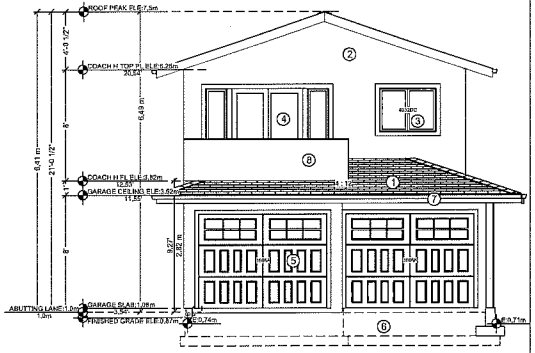
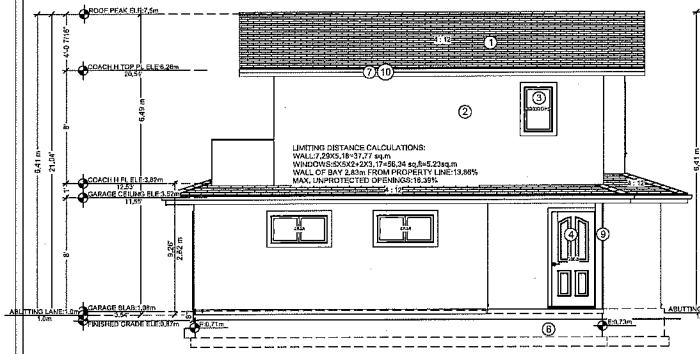


NORTH ELEVATION
Scale:1/4"=1'-0"

1. ASPHALT SHINGLES ROOFING
2. DASH STUCCO FINISHING
3. VINYL WINDOW ,DOUBLE-CLEAR GLAZED
4. FRENCH/VINYL DOORS,
5. METAL GARAGE DOOR
6. CONCRETE FOUNDATION WALL
7. 1x8 WOOD TRIM ON FASCIA BOARD, PAINTED
8. 42"HIGH HALF WALL
9. 6x6 WOOD POST
10. ALUMINUM GUTTER



EAST ELEVATION
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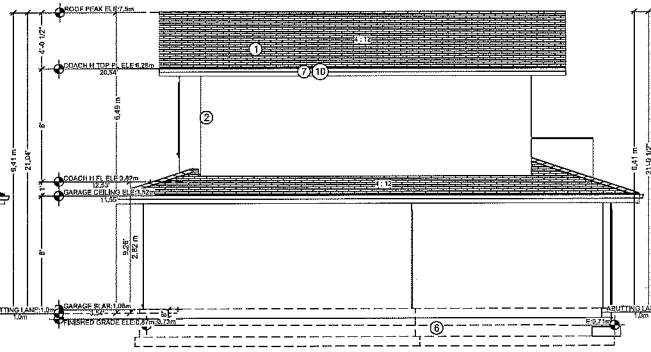
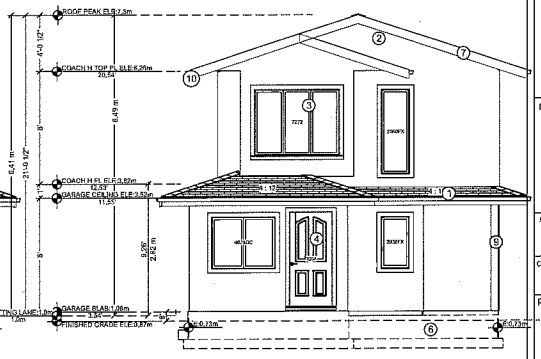


WEST ELEVATION
Scale:1/4"=1'-0"



SOUTH ELEVATION
Scale:1/4"=1'-0"

NO	DATE	ISSUES/REVISIONS
9.		
8.		
7.		
6.		
5.		
4.		
3.		
2.		
1.	11/18/2016	ISSUED FOR RCC DP APPLICATION

UAN Building Design Studio

yanstudio1@live.com
778-899-8958
778-588-4368
1275 WEST HASTINGS ST
VANCOUVER, BC

Civic Address:

6231 BLUNDELL ROAD,Richmond,BC

LEGAL DESCRIPTION

LOT 229 SEC 18 BLK 4N R6W PLAN 60382

DRAWN:

MERRY GAO

yanstudio1@live.com
778-899-8958
778-588-4368

LOT A

Drawing Title:

scale:	date:
AS SHOWN	11/18/2016

checked:

project no.:	sheet no.:
201601	A-8

revision:

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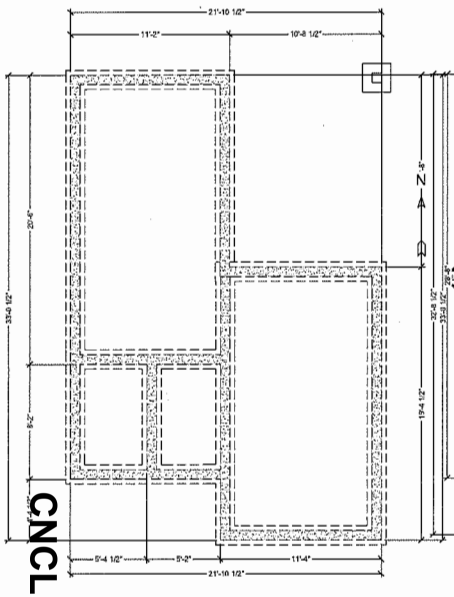
CNCL - 535



FOUNDATION PLAN
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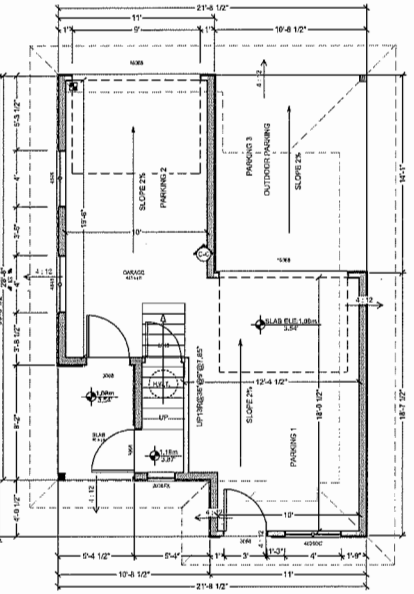

MAIN FLOOR PLAN
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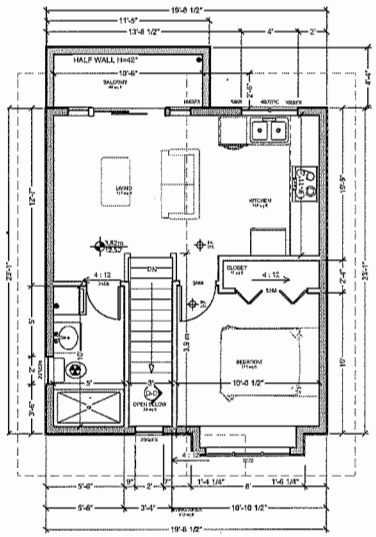

UPPER FLOOR PLAN
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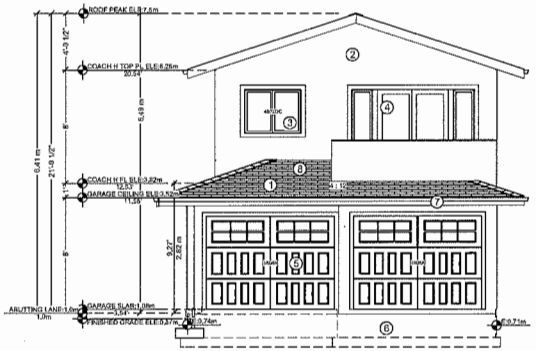
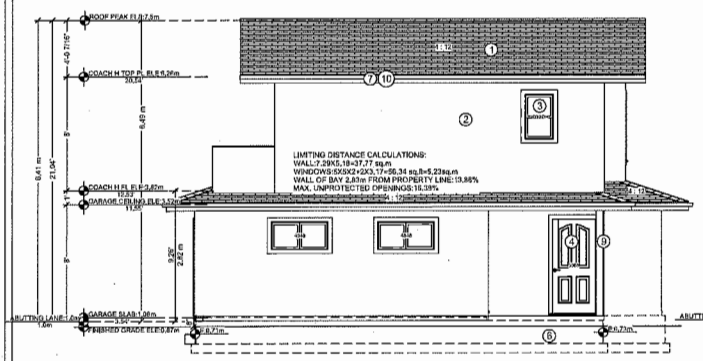


NORTH ELEVATION
Scale:1/4"=1'-0"

1. ASPHALT SHINGLES ROOFING
2. DASH STUCCO FINISHING
3. VINYL WINDOW ,DOUBLE-CLEAR GLAZED
4. FRENCH/VINYL DOORS.
5. METAL GARAGE DOOR
6. CONCRETE FOUNDATION WALL
7. 1x8 WOOD TRIM ON FASCIA BOARD, PAINTED
8. 42"HIGH HALF WALL
9. 6x6 WOOD POST
10. ALUMINUM GUTTER



WEST ELEVATION
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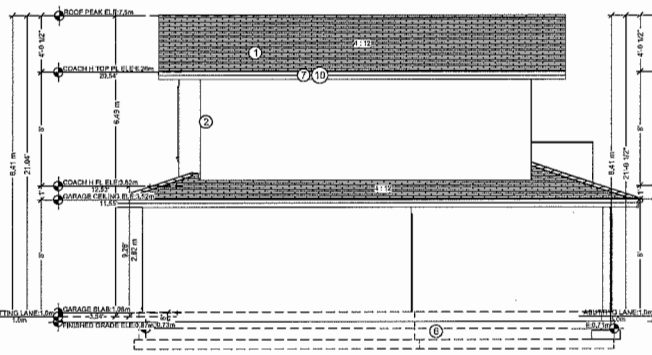

EAST ELEVATION
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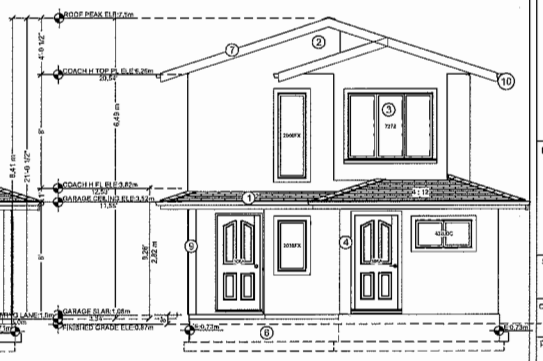

SOUTH ELEVATION
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NO	DATE	ISSUES/REVISIONS
9.		
8.		
7.		
6.		
5.		
4.		
3.		
2.		
1.	11/18/2016	ISSUED FOR RCC OF APPLICATION

UAN Building Design Studio

yanstudio1@live.com
778-899-8958
778-588-4368
1275 WEST HASTINGS ST
VANCOUVER, BC

Civic Address:

6231 BLUNDELL ROAD,Richmond,BC

LEGAL DESCRIPTION

LOT 229 SEC 18 BLK 4N R6W PLAN 60382

DRAWN:

MERRY GAO

yanstudio1@live.com
778-899-8958
778-588-4368

LOT B

Drawing Title:

COACH HOUSE FLOOR PLAN & ELEVATION

scale:	date:
AS SHOWN	11/18/2016

checked:

project no.:	sheet no.:
201601	A-7

revision:

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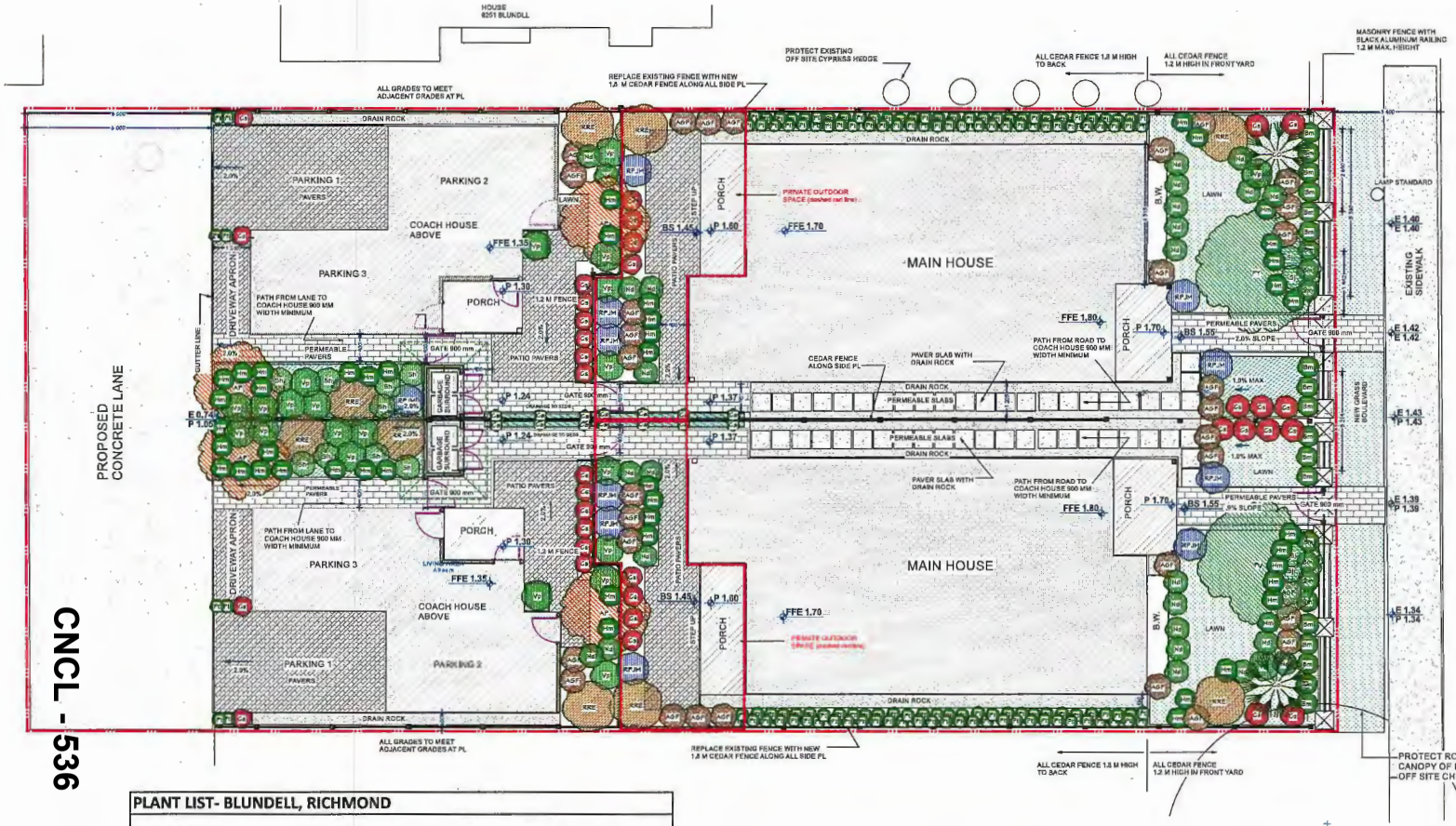
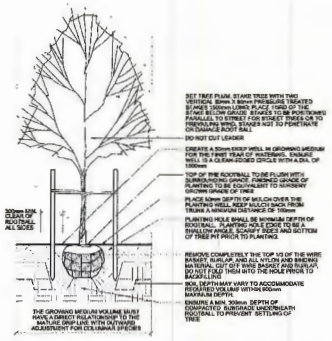
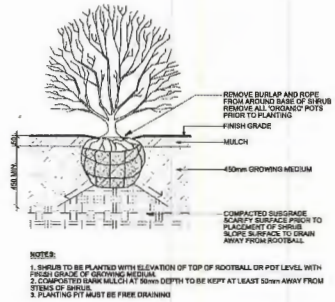


CNCL - 536

TREE PLANTING DETAIL

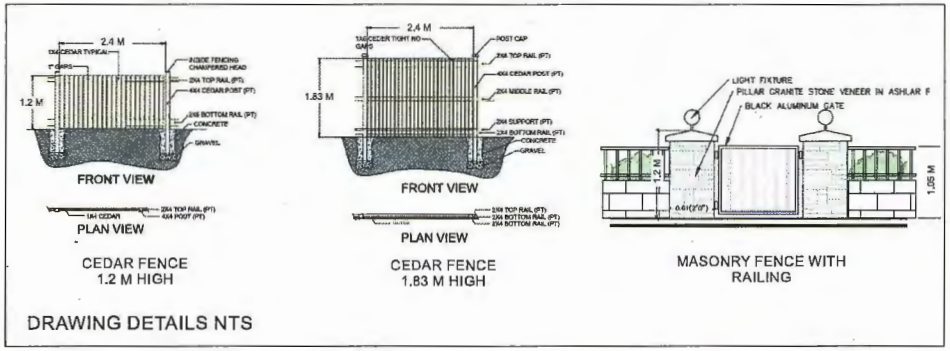


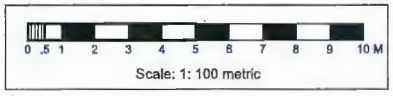
SHRUB PLANTING DETAIL



PLANT LIST- BLUNDELL, RICHMOND					
Botanical Name	**Common Name**	**No.**	**Size**	**Spacing**	**Symbol**
TREES					
Acer palmatum 'Senkaki'	Japanese maple	4	6 cm	as shown	AP
Chamaecyparis obtuse 'Gracilis'	Hinoki false cypress	2	3.5 m	as shown	CO
Prunus yedoensis 'Akebono'	Japanese Cherry	2	9 cm	as shown	PY
SHRUBS					
Azalea 'Girard Fuchsia'	Azalea	32	#2 pot	as shown	AGF
Buxus microphylla 'Green Beauty'	Boxwood	24	#5 pot	as shown	Bm
Cornus stolonifera	Redtwig dogwood	34	#2 pot	as shown	Cs
Nandia domestic'Gulf Stream'	Heavenly bamboo	26	#2 pot	as shown	Nd
Rhododendron 'PJM'	Rhododendron	12	#5 pot	as shown	RPJM
Rhododendron 'Roseum Elegans'	Rhododendron	11	#5 pot	as shown	RRE
Sarcococca hookeriana humilis	Sweet box	10	#2 pot	as shown	Sh
Spiraea japonica 'Goldflame'	Spiraea	4	#2 pot	as shown	Sj
Viburnum plicatum 'S Snowflake'	Viburnum	22	#5 pot	as shown	Vp
VINES, GROUND COVERS AND HERBACEOUS PERENNIALS					
Clematis armandii	Evergreen clemtis	14	#1 pot	as shown	Ca
Hakonechloa macra	Japanese forest grass	42	#1 pot	as shown	Hm
Pachysandra terminalis	Japanese spurge	128	#1 pot	as shown	Pt

NOTE: For tree removals and retentions, see Arborist Report
Contractor to be certified by BCLNTA
All plants and installation to meet or exceed latest BCLNA #1 standards
Contractor to verify numbers and placement of plants prior to installation





2 Oct. 25, 2016	Review
1 Sept. 1, 2016	Review

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PETER HU PROJECT
6231 Blundell Road, Richmond, B.C.

Design by:
SW Landscape Architect
North Vancouver, B.C.
778 834-8959

Design: S.W.	Checked: S.W.
Drawn: S.W.	DATE: JULY 29, 2016
Scale	1:100
L2	PLANTING PLAN/ DETAILS

ATTACHMENT 7

City of Richmond

Rezoning Considerations

Development Applications Department
6911 No. 3 Road, Richmond, BC V6Y 2C1

Address: 6231 Blundell Road **File No.:** RZ 16-731320

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9644, the developer is required to complete the following:

1. 6.0 m wide lane dedication along the entire north property line.
2. Submission of a Landscape Plan for the front and rear yards of the proposed lots, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development, and deposit of a Landscaping Security based on 100% of the cost estimate provided by the Landscape Architect, including installation costs and $3,000 for the six (6) replacement trees. The Landscape Plan should:
   - Comply with the guidelines of the OCP's Arterial Road Policy and "Coach Houses (RCH1)" zone and should not include hedges along the front property line.
   - Include a mix of coniferous and deciduous trees.
   - Include the dimensions of tree protection fencing as illustrated on the Tree Retention Plan attached to this report.
   - Include the six (6) required replacement trees (three (3) per lot) with the following minimum sizes:

No. of Replacement Trees	Minimum Caliper of Deciduous Tree	or	Minimum Height of Coniferous Tree
2	6 cm		3.5 m
2	9 cm		5 m
2	10 cm		5.5 m

   If required replacement trees cannot be accommodated on-site, a cash-in-lieu contribution in the amount of $500/tree to the City's Tree Compensation Fund for off-site planting is required.
3. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site works conducted within the tree protection zone of the trees to be retained. The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections, and a provision for the Arborist to submit a post-construction assessment report to the City for review.
4. Registration of a flood indemnity covenant on Title.
5. Registration of a legal agreement on Title, ensuring that the coach house cannot be stratified.
6. Registration of a legal agreement on Title, prohibiting the conversion of the tandem parking area into habitable space.
7. Registration of a legal agreement on Title, to ensure that the Building Permit application and ensuing development at the site is generally consistent with the preliminary concept plans included in Attachment 6 to this report.
8. Discharge of the existing covenant registered on Title of the subject property (i.e. RD130801); which restricts the development of the subject property if not fully serviced.

Prior to Demolition Permit* issuance, the developer is required to complete the following:

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

At Subdivision* stage, the developer is required to complete the following:

1. Payment of the current year's taxes, Development Cost Charges (City and GVS & DD), Address Assignment Fees, School Site Acquisition Charge, and the cost associated with the completion of the required servicing works and frontage improvements.
2. Enter into a Servicing Agreement* for the design and construction of engineering infrastructure and frontage improvements. Works include, but may not be limited to:

Initial: _____

Water Works:

- Using the OCP Model, there is 695 L/s of water available at a 20 psi residual at the Blundell Road frontage. Based on your proposed development, your site requires a minimum fire flow of 95 L/s.
- The Developer is required to:
  - Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm the development has adequate fire flow for onsite fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage Building designs.
- At the Developer's cost, the City is to:
  - Install two (2) new water service connections, off of the existing 300 mm AC watermain on Blundell Road complete with meter and meter box.
  - Cut and cap at main, the existing water service connection at the Blundell Road frontage.

Storm Sewer Works:

- At the Developers cost, the City is to:
  - Install a new storm service connection complete with inspection chamber and dual service leads at the adjoining property line of the newly subdivided lots, off of the existing 600mm storm sewer on Blundell Road.
  - Cut and cap the existing storm service connection servicing Lot 6231.

Sanitary Sewer Works:

- The Developer is required to:
  - Install approximately 55 m of 200 mm sanitary main aligned in the proposed lane complete with tie-in to the existing 200 mm sanitary sewer on Cheviot Place and two (2) new manholes. Subject to funding approval, the City will fund approximately 36 m of sewer, 1 manhole and the redirection/capping of services for surrounding lots 6211, 6251 Blundell Road and 7788, 7720 Cheviot Place.
  - Install a new sanitary service connection complete with inspection chamber and dual service leads at the adjoining property line of the newly subdivided lots, with tie-in to the proposed sanitary main in the lane.
- At the Developer's cost, the City is to:
  - Cut and cap at inspection chamber, the existing sanitary service connection at the northeast corner of the subject site.

Frontage Improvements:

- The Developer is required to:
  - Provide a new 6.0 m wide lane along the entire north property line, complete with asphalt pavement, rollover curb and gutter on both sides, lighting, and drainage.
  - 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 on-site.
  - Complete other frontage improvements as per Transportation's requirements.
- Frontage improvements as per Transportation's requirements include, but are not limited to, the following:
  - Vehicle access to be provided via the rear lane.
  - Existing driveway on Blundell Road to be closed permanently, and removed and replaced with barrier curb and gutter, boulevard and sidewalk to match existing frontage treatments to the east and west.
  - Construct the east-west lane along the rear of the site to full City lane standards, including rollover curb and lighting, as per Engineering's requirements.
  - On-site vehicle parking to be consistent with the City's Zoning Bylaw 8500 requirements.

General Items:

a. 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,

Initial: _____

site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

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

1. Submission of Building Permit plans that conform to the design covenant registered on title at rezoning stage. The plans submitted must comply with all City regulations.
2. If applicable, Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
3. If applicable, payment of latecomer agreement charges associated with eligible latecomer works.
4. Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Department at 604-276-4285.

Note:

* This requires a separate application.

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

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

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

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial *Wildlife Act* and Federal *Migratory Birds Convention Act*, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

[Signed copy on file]

Signed Date

City of Richmond

Bylaw 9644

Richmond Zoning Bylaw 8500
Amendment Bylaw 9644 (RZ 16-731320)
6231 Blundell Road

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **"COACH HOUSES (RCH1)".**

   P.I.D. 002-504-324
   Lot 229 Section 18 Block 4 North Range 6 West New Westminster District Plan 60382

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9644".**

FIRST READING	
A PUBLIC HEARING WAS HELD ON	
SECOND READING	
THIRD READING	
OTHER CONDITIONS SATISFIED	
ADOPTED	

CITY OF RICHMOND
APPROVED by
BK
APPROVED by Director or Solicitor
HL

MAYOR

CORPORATE OFFICER

City of Richmond

Report to Committee

To:	Planning Committee	**Date:**	November 24, 2016
From:	Wayne Craig Director of Development	**File:**	AG 16-748982
Re:	**Agricultural Land Reserve Appeal Application by Gurdial S. Badh for Subdivision at 15240 & 15260 Westminster Highway**		

Staff Recommendation

That authorization for Gurdial S. Badh to make a non-farm use application to the Agricultural Land Commission to allow a subdivision to adjust the lot lines at 15240 and 15260 Westminster Highway be denied.

Wayne Craig
Director of Development

WC:acr
Att. 5

REPORT CONCURRENCE
CONCURRENCE OF GENERAL MANAGER

Staff Report

Origin

Gurdial S. Badh has applied to the City of Richmond for permission to apply to the Agricultural Land Commission (ALC) for a non-farm use (subdivision) for the properties at 15240 and 15260 Westminster Highway (Attachment 1), which are located within the Agricultural Land Reserve (ALR). The applicant states that the purpose of this application is to create two evenly sized parcels to allow for more affordable purchase prices for smaller farm parcels.

The ALR non-farm use application requires consideration and endorsement by City Council. If endorsed by Council, the ALR non-farm use application will be forwarded to the ALC for their consideration. If City Council does not authorize the application, the application proceeds no further and will not be considered by the ALC.

Findings of Fact

The property at 15240 Westminster Hwy is 0.09 ha in area, while the property at 15260 Westminster Hwy is 8.03 ha in area. The proposed subdivision will result in two lots, each 4.06 ha in area as shown in Attachment 2A and 2B. The Development Application Data Sheet providing details about the development proposal is provided in Attachment 3.

The property at 15240 Westminster Hwy was created in 1970, prior to the formation of the ALR, and is exempted from ALC regulations. It is occupied by a single detached dwelling while the property at 15260 Westminster Highway is occupied by a single detached dwelling and a blueberry farm. The subject property is surrounded by properties with various agricultural activities zoned Agriculture (AG1) within the Agricultural Land Reserve.

Related Policies & Studies

2041 Official Community Plan (OCP)

The subject property is designated for "Agriculture" in the 2041 Official Community Plan (OCP) and in the East Richmond Plan. To meet the objective of enhancing all aspects of the agricultural sector including long-term viability, the OCP limits the subdivision of agricultural land into smaller parcels, except where benefits to agriculture can be demonstrated.

Further, the 2041 OCP Regional Context Statement Policy discourages subdivision into small farms which would create impractical farm sizes. This is aligned with Metro Vancouver's 2040 Regional Growth Strategy, which aims to support a Sustainable Economy by protecting the supply of agricultural land and promoting agricultural viability with an emphasis on food production. Local governments are required to support agricultural viability by including policies in their OCP, which discourage the subdivision of agricultural land and farm fragmentation.

The proposed subdivision is not consistent with the Richmond OCP as the fragmentation of the larger parcel may lead to the termination of the existing farming operation and the non-farm use of both the proposed parcels. The proposed subdivision will also result in lots with the potential

for large single family dwellings, which would negatively impact the long-term viability of agriculture on the lands.

Richmond Agricultural Viability Strategy

The Agricultural Viability Strategy (AVS) establishes a long-range strategy for improving the viability of farmlands within the City. The principles of the Agricultural Viability Strategy include the minimization of subdivision, except where it supports agricultural viability (e.g., diversification, expansion). Further, the Strategy identifies that small parcels are less efficient to farm and can limit agricultural options.

Contrary to the AVS, the proposal reduces an existing 8.03 ha parcel of farmland to two smaller 4.06 ha parcels, which would not allow for farm expansion or enhance farming viability in the Agricultural Land Reserve.

Zoning – Agricultural (AG1)

The Richmond Zoning Bylaw section 14.1.8 states that subdivision of land in the Agricultural Land Reserve shall not be permitted, unless approved by the Agricultural Land Commission.

Agricultural Advisory Committee (AAC)

The proposed subdivision was reviewed by the City's Agricultural Advisory Committee (AAC) who approved the following motion (Attachment 4 – Excerpt of November 2, 2016 AAC draft meeting minutes):

> *That the non-farm use (subdivision) application at 15240 & 15260 Westminster Highway not be supported as the proposal does not enhance agricultural viability.*
>
> *Carried Unanimously*

Planning Committee Referral

On November 22, 2016, Planning Committee made a referral for staff to investigate establishing a maximum house size on agricultural properties in the ALR, and referenced the subject properties as an example where large single family dwelling development may occur. Included in the referral package was a real estate advertisement for the properties at 15240 and 15260 Westminster Highway as shown in Attachment 5.

Staff are working on the referral and will report back to Planning Committee with information in response to this referral by the end of January 2017. While staff are of the opinion that this application does not provide a benefit to agriculture, should Council wish to consider this non-farm use application, staff recommend that the application be referred back to staff until the referral is addressed.

Analysis

15260 Westminster Highway

The property at 15260 Westminster Highway is actively farmed for blueberries and has been in blueberry production for the last 20 years. The applicant has provided an agrologist report indicating that realignment of the property line will not adversely affect the agricultural capability, suitability or ability to farm the subject properties (Attachment 6). Although the proposed parcels may continue to have the ability to be farmed, either as a single unit or by different land owners, the applicant did not guarantee that the blueberry farm would remain in full operation once the properties are subdivided and if ownership changes.

The agrologist report also did not comment on the implications single family dwelling development on either of the proposed lots may have on agricultural viability.

15240 Westminster Highway

The proposed subdivision will result in 15240 Westminster Highway having two houses on the property. The Agricultural (AG1) zone only allows one additional dwelling unit for full-time farm workers if properties are between 8.0 ha and 25.0 ha in area. The proposed new lots will be smaller in area (4.03 ha) and would only be permitted to accommodate one single family dwelling on each lot. As such, the applicant would have to ensure that only one single family dwelling would be on the proposed property at 15240 Westminster Highway if the proposed subdivision was to be approved. The applicant has indicated that if the subdivision was to be approved, a Building Permit would be submitted to integrate the two dwellings into one single family dwelling. If the Building Permit is not viable, then one of the houses must be removed or converted to non-residential use.

Proposed Subdivision

The applicant asserts that the benefits of the proposed smaller parcels would be that the purchase price for farmland would be more affordable, and that investments in smaller-scale farm operations would also be more affordable. However, the applicant did not provide evidence to demonstrate that a smaller agricultural parcel would have fewer total farming costs compared with a larger agricultural parcel.

The proposed subdivision would provide additional residential development potential than what currently exists. Each new parcel would allow for one single family dwelling with a buildable area of up to 0.6 FAR and a maximum building site coverage of up to 20,943 ft^2, much larger than what would be allowed for the current property at 15240 Westminster Highway (up to 0.6 FAR with a building site coverage of up to 5,778.3 ft^2). The proposed subdivision does not contribute to the long-term viability of agriculture.

A Related ALC Decision

For background information, earlier this year, the ALC rejected a non-farm use application for subdivision (AG 14-676391), which would have severed a 29.5 ha property into one 16 ha lot and one 13 ha lot. The application was endorsed by Council because it would have facilitated a more intensive use of the farm and a heritage property on site would have been protected through the subdivision process. However, the ALC rejected the proposal based on the outcome of a reduction in agricultural lot area and the creation of an additional parcel, both of which are not consistent with the Agricultural Land Reserve Use, Subdivision and Procedure Regulations.

Although the subject subdivision proposal will not create any new lots, it will result in a lot area reduction at 15260 Westminster Hwy to 4.06 ha, which is much smaller than the resulting 13 ha lot of the non-farm use application submitted earlier this year. The similarities between the previous rejected application and the subject application indicate that the ALC would likely also be opposed to the proposed subdivision and that it should not be supported.

Financial Impact

None.

Conclusion

The proposed subdivision is not consistent with the Richmond OCP and ALC policies, which protect and enhance farm viability, and minimize farmland subdivision in the ALR. In addition, the AAC did not support the proposal.

Staff recommend that the ALR non-farm use subdivision application at 15240 and 15260 Westminster Highway to adjust the lot lines to create two evenly sized properties as outlined in this report be denied and that the ALR non-farm use application not be forwarded to the ALC.

If Council wishes to consider the proposal, staff recommend that the application be referred back until the recent Planning Committee referral to investigate house size limitations on agricultural properties in the ALR are addressed.

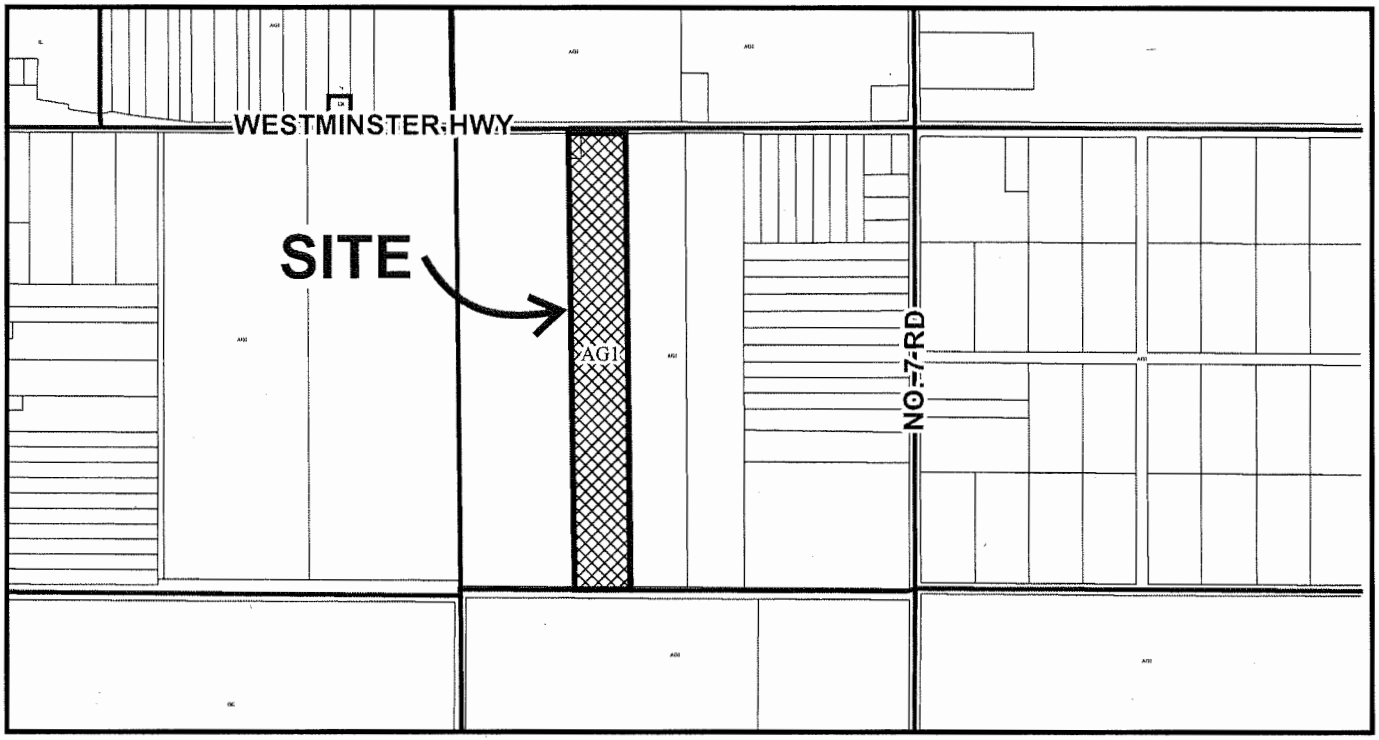
Ada Chan Russell
Planner 1
604-276-4188

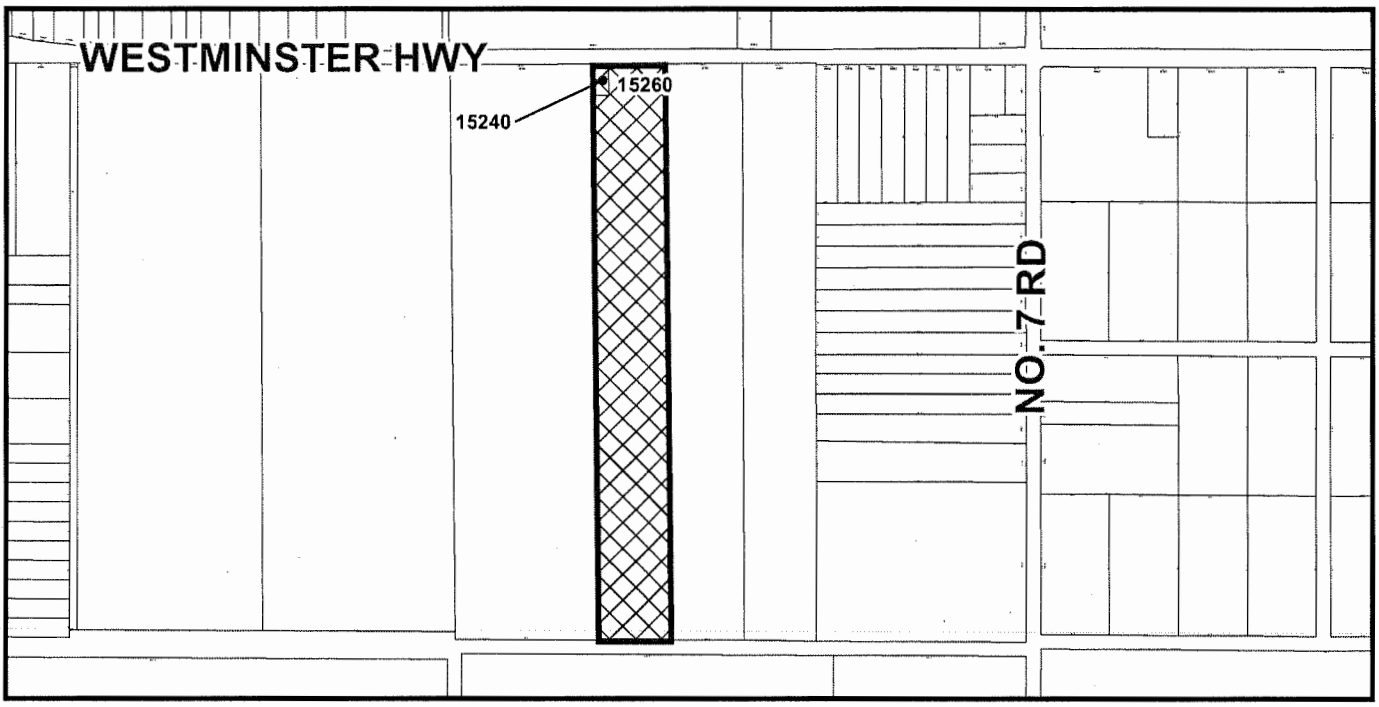
Terry Crowe
Manager, Policy Planning
604-276-4139

ACR:cas

Attachment 1: Location Map
Attachment 2A and 2B: Proposed Subdivision Plan
Attachment 3: Development Application Data Sheet
Attachment 4: Excerpt of Agricultural Advisory Committee Draft Meeting Minutes
Attachment 5: Real Estate Advertisement – Referral package
Attachment 6: Agrologist Report

City of Richmond





AG 16-748982

Original Date: 10/25/16

Revision Date: 10/25/16

Note: Dimensions are in METRES

City of Richmond

AG 16-748982

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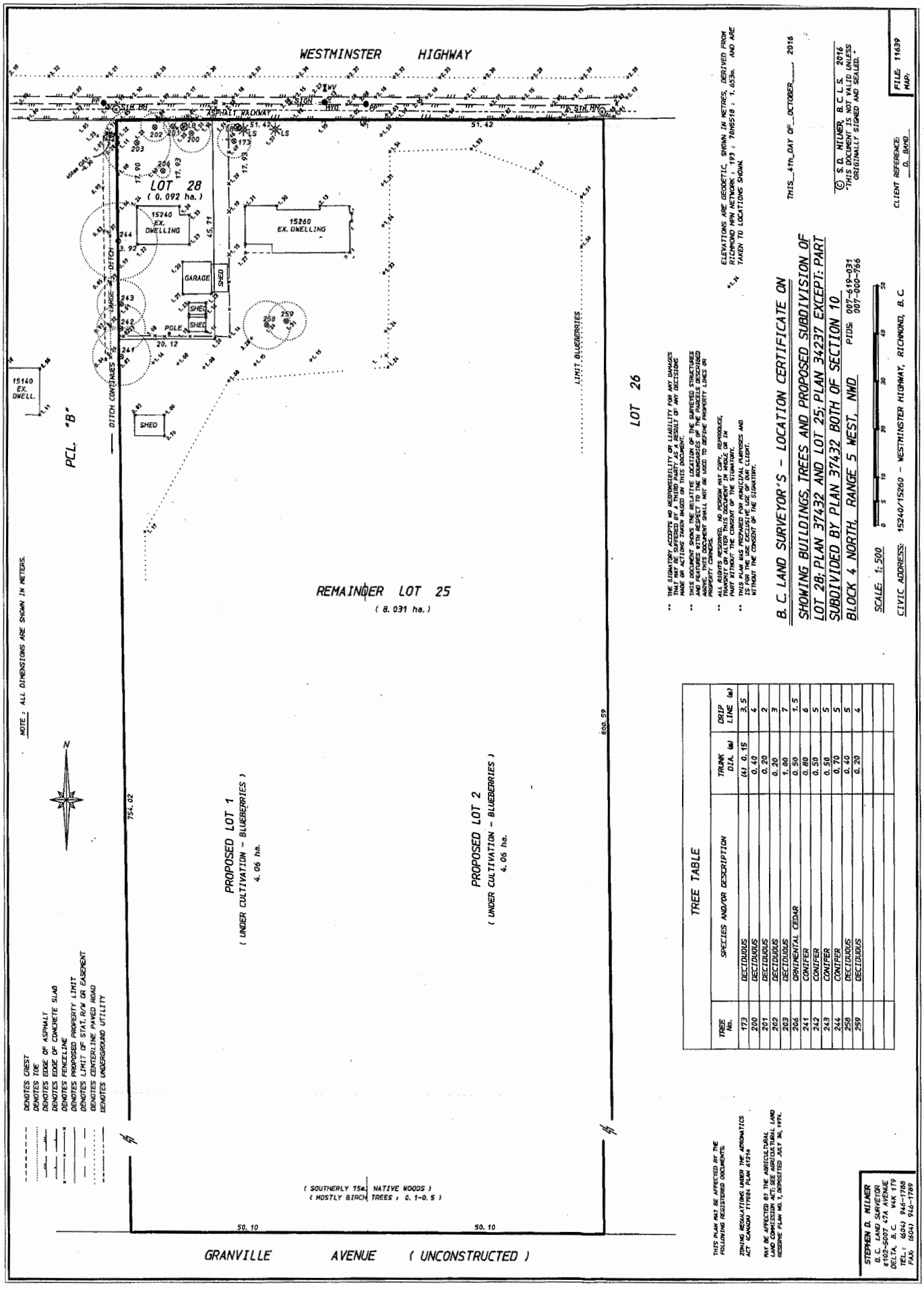

TREE TABLE

TREE No.	SPECIES AND/OR DESCRIPTION	TRUNK DIA. (m)	DRIP LINE (m)
173	DECIDUOUS	(4) 0.15	3.5
200	DECIDUOUS	0.40	4
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243	CONIFER	0.50	5
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+1.24 ELEVATIONS ARE GEODETIC, SHOWN IN METRES, DERIVED FROM RICHMOND MON NETWORK ; 193 : 70H5518 : 1.653m. AND ARE TAKEN TO LOCATIONS SHOWN.

B.C. LAND SURVEYOR'S - LOCATION CERTIFICATE ON

SHOWING BUILDINGS, TREES AND PROPOSED SUBDIVISION OF LOT 28; PLAN 37432 AND LOT 25; PLAN 34237 EXCEPT: PART SUBDIVIDED BY PLAN 37432 BOTH OF SECTION 10 BLOCK 4 NORTH, RANGE 5 WEST, NWD

PIDS: 007-619-031
007-000-766

SCALE: 1:500

0 5 10 20 30 40 50

THIS 4th DAY OF OCTOBER, 2016

CIVIC ADDRESS: 15240/15260 - WESTMINSTER HIGHWAY, RICHMOND, B.C

CLIENT REFERENCE: D. BAHO

FILE: 11439
MAP:

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THIS PLAN MAY BE AFFECTED BY THE FOLLOWING REGISTERED DOCUMENTS:

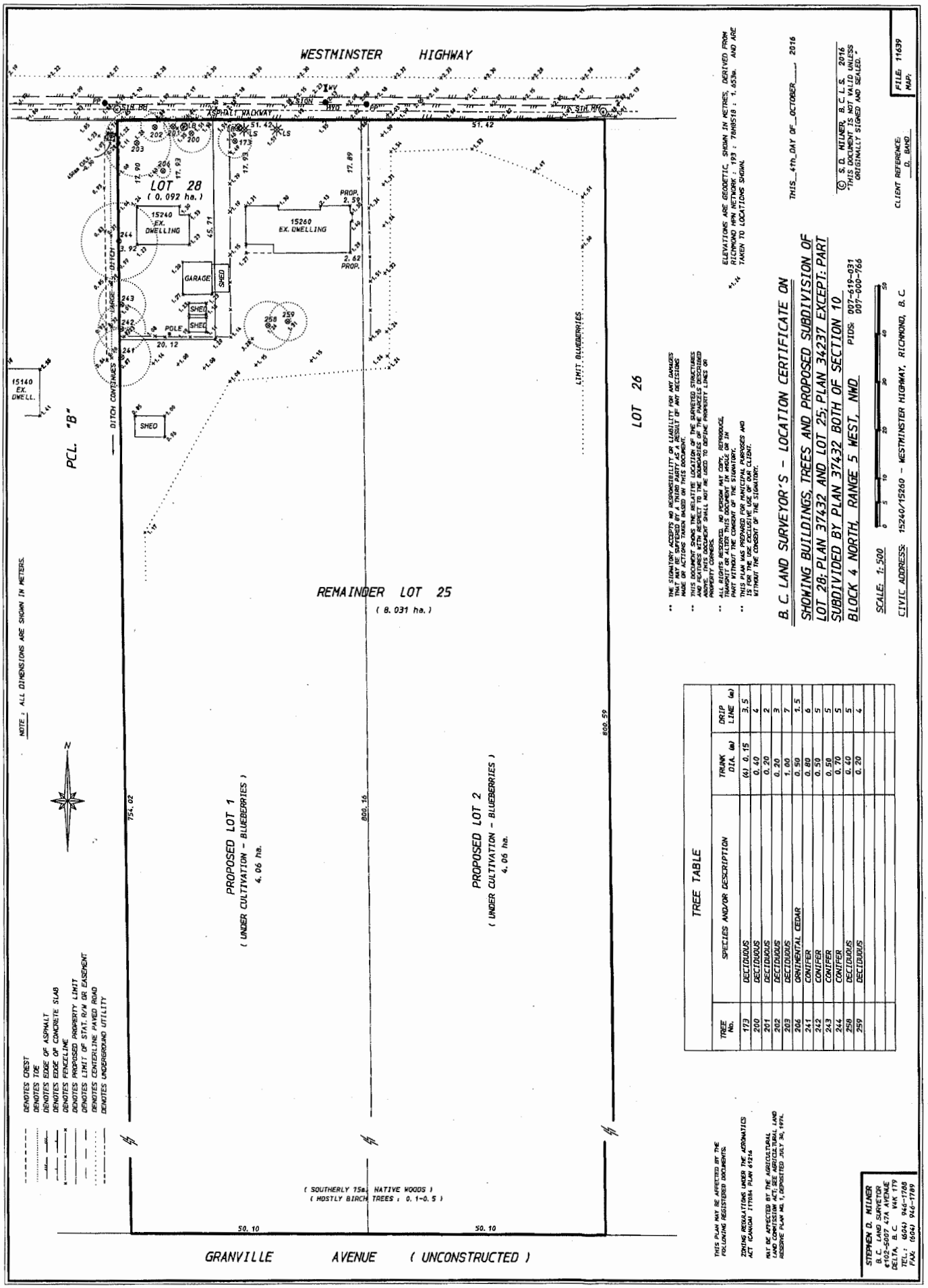
ZONING REGULATIONS UNDER THE AERONAUTICS ACT (CANADA) 11700A, PLAN 61216

MAY BE AFFECTED BY THE AGRICULTURAL LAND COMMISSION ACT, SEE AGRICULTURAL LAND RESERVE PLAN NO. 1, DEPOSITED JULY 24, 1974.

STEPHEN D. MUMER
B.C. LAND SURVEYOR
#102-5057 47A AVENUE
DELTA, B.C. V4K 1T3
TEL: (604) 946-1788
FAX: (604) 946-1789

Current Subdivision

Attachment 2B



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SCALE: 1:500 0 5 10 20 30 40 50

CIVIC ADDRESS: 15240/15260 - WESTMINSTER HIGHWAY, RICHMOND, B.C.

THIS 4th DAY OF OCTOBER 2016

CLIENT REFERENCE: D. BAND

FILE: 11639 MAP:

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B.C. LAND SURVEYOR
#102-8607 47A AVENUE
DELTA, B.C. V4K 1T9
TEL.: (604) 946-1789
FAX: (604) 946-1789

Proposed Subdivision

City of Richmond

Development Application Data Sheet

Development Applications Department

AG 16-745803 **Attachment 3**

Address: 15240 &15260 Westminster Highway

Applicant: Gurdial S. Badh

	Existing	Proposed
Owner:	Gurdial S. Badh	No Change
Site Size (m^2):	15240: 0.09 ha 15260: 8.03 ha	15240: 4.06 ha 15260: 4.06 ha
Land Uses:	15240: Single Family Dwelling 15260: Single Family Dwelling and Agricultural Use	15240: Single Family Dwelling and Agricultural Use 15260: Agricultural Use
OCP Designation:	Agriculture	No Change: Complies
ALR Designation	The property is contained within the ALR boundary	No Change: Complies
Area Plan Designation:	East Richmond McLennan	No Change: Complies
Zoning:	Agriculture (AG1)	No Change: Complies
Other Designation	A small area designated as ESA on the south side of the subject property	No impacts to ESA as a result of proposed rezoning

Excerpt from the Draft Minutes of

The Agricultural Advisory Committee Meeting

Thursday, November 2, 2016 – 7:00 p.m.
Anderson Room
Richmond City Hall

5. Development Proposal – Non-Farm Use (Subdivision) at 15240 & 15260 Westminster Highway (Gurdial S. Badh)

Staff provided an overview of the non-farm use (subdivision) application at 15240 & 15260 Westminster Highway to adjust the existing lot line to create two evenly sized 4 ha parcels. As a result of the proposed subdivision, the property may accommodate two single family homes with over 20,000 ft^2 buildable footprint. The Chair invited the applicants to the table.

The Committee had the following questions and comments:

- The AAC asked the proponent how the proposal would benefit the ALR by creating smaller parcels. The applicant explained how he has been investing in the blueberry farm and improving its farmability for future farming. He also explained how large parcels are unaffordable and how smaller farms are more manageable and economical. The applicant explained that smaller farms may enable more diversification, providing options for farm operations other than blueberries.

- The AAC asked why the diversification could not occur on a larger parcel and as an alternative, whether the proponent could sell the larger site and find two small properties that would suit them better. The proposed subdivision may not benefit future owners in the ALR.

- The AAC was concerned that a potential large house on 15260 Westminster Highway and a potential new house at 15240 Westminster Highway would take away agricultural land from the ALR.

As a result of discussion, the Committee passed the following motion:

That the non-farm use (subdivision) application at 15240 & 15260 Westminster Highway not be supported as the proposal does not enhance agricultural viability.

Carried Unanimously

Further Property Details

East Richmond, Richmond

calculate mortgage

Price $6,999,900.00

"Country Living with City Conveniences" Rarely available and very Unique property offers 20 Acres (19.8 & .2 acres) Blueberry Farm with 2 titles and 2 homes, Exceptional opportunity for the Right Buyer to do and Lot Alignment and Create 2 Similar 10 Acres parcels each. The property is Centrally located close Mayfair Lake Golf Course, Lulu Island Vinery, Peacefull Country setting with $$$$Mountain view and easy access to, Sry, Bby, New West & Sry Delta. Airport or Vanc. Don't miss this Great Opportunity to Buy this high revenue producing Duke/Bluecrop Blueberry farm plus 2 homes for an extended family, Build your Dream Homes and work on your own farm. Owner will Lease back the Berries

View additional pictures

15240 15260 WESTMINSTER HIGHWAY

MLS®	STYLE	BEDRMS	BATHS	LOT SIZE
R2079481	NA	3	2	20.05 acre

REALTOR®: Badh, Gurdial S.(Dale) RE/MAX Real Estate Services, (604) 303-7653

Realtor's Email Realtor's Web Page

PGL ENVIRONMENTAL CONSULTANTS
1200 – 1185 West Georgia Street
Vancouver BC V6E 4E6
604 682 3707
pggroup.com

October 28, 2016
PGL File: 4965-01.01

Via E-mail: **dalebadh@gmail.com**

Gurdial Badh Group
#410N – 650 West 41st Avenue
Vancouver, BC
V5Z 2M9

Attention: **Dale Badh**

RE: ASSESSMENT OF POTENTIAL IMPACTS – 15240 AND 15260 WESTMINSTER HIGHWAY, RICHMOND, BC

Gurdial Badh Group retained PGL Environmental Consultants (PGL) to prepare an objective, professional assessment of potential impacts of the proposed subdivision and realignment of the property line for 15240 and 15260 Westminster Highway, Richmond, BC (the Site) to create two 4.06ha parcels. PGL's assessment is intended to identify any potential impacts as well as how the subdivision may or may not affect the properties farmability and future potential for farming on the property.

Our assessment includes a description of the Site and environmental features, a desktop review of the Site soils' agricultural capability, and a review of crop suitability.

Site Description

The subject properties are currently improved with single family dwellings and sheds, are actively farmed for blueberries (Photographs in Appendix 1), and have been in blueberry production for the last 20 years. Both properties are zoned AG1 by the City of Richmond and are located within the Agricultural Land Reserve. AG1 zoned land includes traditional sites zoned for agricultural purposes and provides for a wide range of farming and compatible uses consistent with the provisions of the Agricultural Land Reserve.

The southern portion of 15260 Westminster Highway is undeveloped and classified as an Environmentally Sensitive Area (ESA) by the City of Richmond. The ESA is intended to protect significant natural features, including native vegetation, fish and wildlife habitat, and important geological or physiographic features. ESAs generally do not limit agricultural practices.

The legal descriptions of the parcels are provided below:

Parcel Size	893m^2
Civic Address	15240 Westminster Highway, Richmond, BC
Legal Description	Lot 28 Section 10 Block 4 North Range 5 West New Westminster District, Plan 37432
Property Identifier	PID # 007-619-031
Registered Owner	Gurdial Sing Badh

Parcel Size	80,256m^2
Civic Address	15260 Westminster Highway, Richmond, BC
Legal Description	Lot 25 Except: Part Subdivided by plan 37432, Section 10 Block 4 North Range 5 West New Westminster District, Plan 34237
Property Identifier	PID # 007-000-766
Registered Owner	Gurdial Sing Badh

Site Soils and Crop Suitability

The soils on the subject property and the surrounding area consist primarily of six complexes of similar aerial extent. Soils occur in distinct bands that run across the Site in a west to east orientation. These soils were classified and originally mapped by Luttmerding[1] (1980) and include Delta, Blundell, Annis, Lulu, Richmond, and Triggs soils.

While soils vary across the site, suitable crops identified for each soil series are consistent across the site and include a very wide range of crops[2]. Climatically adapted crops have been placed into one of three groups depending on the level of management required to achieve an acceptable level of production, which include:

- **Well Suited Crops** – a low to moderate level of management inputs are required to achieve an acceptable level of production;
- **Suited Crops** – a moderate to high level of management inputs are required to achieve an acceptable level of production; and
- **Unsuited Crops** – the crops are not suited to the particular soil management group.

No well-suited crops are associated with any of the site soils. Well suited, suited, and unsuited crops for each soil series are summarized below.

Soil Series	Well Suited Crops	Suited Crops	Unsuited Crops
Blundell, Annis	None	Annual legumes, blueberries, cereals, cole crops, corn, perennial forage crops, root crops and shallow rooted annual vegetables	Nursery and Christmas trees, raspberries, strawberries and tree fruits
Richmond, Lulu	None	Annual legumes, blueberries, cereals, cole crops, corn, perennial forage crops, root crops and shallow rooted annual vegetables	Nursery and Christmas trees, raspberries, strawberries and tree fruits
Delta	None	Annual legumes, blueberries, cereals, cole crops, corn, perennial forage crops, root crops (except carrots), shallow rooted annual vegetables (except celery) and strawberries.	Carrots, celery, nursery and Christmas trees, raspberries and tree fruits.

[1] Luttmerding, H.A. Soils of the Langley-Vancouver map area. BC Ministry of Environment. 1980.

[2] Bertrand, R.A., Hughes-Games, G.A. and Nikkel, D.C. 1991. Soil Management Handbook for the Lower Fraser Valley. BC Ministry of Agriculture, Fisheries and Food.

The Triggs soil group consists of deep fibric peat deposits. These soils have a reduced range of suitable crops and where cultivated are planted with blueberries and/or cranberries. Where these crops are not being cultivated, the peat soils have either been mined or used for industrial or construction landfill.

Agricultural Capability

Land capability for agriculture in BC rates the capability of the land and climate to grow a wide range of crops. The scientifically based process assesses limitations to agricultural production in relation to crop growth and management, and assigns a rating from 1 to 7 based on the number of limitations - with class 1 soils having no limitations and class 7 soils having many limitations and no capability for agriculture. An explanation n for agricultural capability classes is attached in Appendix 1.

The agricultural capability usually provides both an: unimproved and improved rating. Unimproved ratings describe the land in its native condition without any improvements to the site or soil, such as drainage and irrigation. Improved ratings indicate soil capability with appropriate management practices. Not all agricultural lands are similar and not all agricultural land are capable or suitable for producing all agricultural products, regardless of the level of management applied.

Typically, the Agricultural Land Commission considers soils with class 1 to 4 ratings as sites being capable of agricultural production. although even soils that are not suitable for most crops may be highly suitable for a single crop such blueberries.

Historical surveys indicate the main agricultural limitation of the soils in the area is excess water, undesirable structure, and salinity. The existing, less-detailed historical survey had mapped the Site with:

- An improved agricultural capability classification of 70% 2WDN[3] and 30% 3WN and an unimproved rating of 100% 4W in the northern portion of the Site[4];
- An improved agricultural capability classification of 60% 3WN and 40% 2WDT[5] an unimproved rating of 100% 4W in the northern part of the central portion of the Site;
- An improved agricultural capability classification of 60% 3DW and 40% 3WN and an unimproved rating of 60% 4WD and 40% 4W in the southern part of the central portion of the Site; and
- An improved agricultural capability classification of 100% Ø3LW[6] and an unimproved rating of 100% Ø4W in the south eastern part of the Site

Analysis

Realignment of the property line will not adversely affect the agricultural capability, suitability or ability to farm the properties located at 15240 or 15260 Westminster Highway following realignment

[3] Excess water (W), Nutrient deficiency (N) and Undesirable soil structure (D)

[4] Interpretation of the mapping for soils in the northern part of the Site (an improved agricultural capability classification of 70% 2WDN and 30% 3WN and an unimproved rating of 100% 4W) is as follows:

- 70% of the polygon has an improved agricultural capability of Class 2 with limitations of excess water (W) undesirable structure (D) and nutrient deficiency (N).
- The remaining 30% of the polygon has an improved agricultural capability of Class 3 with a limitation of excess water and nutrient deficiency.
- When considering the unimproved agricultural capability, the entire polygon (100%) has an agricultural capability of Class 4 with excess water limitations.

[5] Topography (T)

[6] Organic soil (Ø) and Soil structure (L)

of the property line. In the current configuration, the property at 15240 Westminster Highway, which has a parcel size of 893m^2 does not have enough land to afford any farming opportunities and does not meet the intention of the AG1 zoning or Agricultural Land Reserve. Realignment of the property boundaries will result in the formation of two parcels that will continue to have the ability to be farmed for their current crop (blueberries) or for a variety of other suited crops in the future, whether they are farmed as a single unit or by different land owners.

Subdivision of land in the Agricultural Land Reserve within the City of Richmond is not be permitted unless approved by the Provincial Agricultural Land Commission. Where the approval of the Provincial Agricultural Land Commission is not required, the minimum lot area required by the City of Richmond is 2.0ha. The proposed realignment will result in two properties, each 4.06ha in size.

Realignment of the property line will result in the two existing residences being located on a single property, which will be out of compliance with current zoning requirements. The property owner and City of Richmond will be required to resolve the issue.

While subdivision will result in a reduction of size for 15260 Westminster Highway, the proposed lot sizes will still be larger than some similarly AG1 zoned properties located in the vicinity of the Site including:

- Properties east of the sites on Westminster Highway (lots 6051 through 6531) which have an average lot size of 0.58 ha, and
- Proeprties on the west side of No. 7 Road (lots 6051 through 6531) which have an average size between 0.31- 0.87ha.

CONCLUSION

Realignment of the existing property line will result in formation of two 4.06 ha parcels with improved agricultural capability ratings between Class 2 and 3, with a wide selection of suited crops. Based on PGL's assessment of the capability and suitability of the sites and the range of crops that can be grown on site, we conclude that realignment will not affect the current agricultural suitability of the properties, nor their future potential.

CLOSING

We trust that this meets your needs. If you have any questions or require clarification, please contact Stewart Brown or Ned Pottinger at 604-895-7612 and 604-895-7600, respectively.

PGL ENVIRONMENTAL CONSULTANTS

Per:

Stewart Brown, M.Sc. P.Ag., R.P.Bio.
Lead Consultant

E.L. (Ned) Pottinger, M.Sc., P.Geo., P.Ag.
Chairman

CSB/ELP/slr
\\pgl-van-file1\Project Files\4900-4999\4965 - Gurdial S. (Dale) Badh\01-01_Client Docs\l-4965-01-01-Oct16.docx

Attachments:
Appendix 1 Site Photographs
Appendix 2 Agricultural Capability Classes
Appendix 3 Land Survey

Appendix 1

Site Photographs

PGL
ENVIRONMENTAL CONSULTANTS

Photograph 1:

Residence located at
15260 Westminster Highway

Photograph 2:

Residence located at
15240 Westminster Highway

Photograph 3:

Existing blueberry operations looking south

Photograph 4:

Existing blueberry operations looking north

Photograph 5:

Blueberry production extending south towards the ESA (forested area)

Appendix 2

Agricultural Capability Classes

PGL ENVIRONMENTAL CONSULTANTS

Agriculture Capability Classes

Class 1 land is capable of producing the very widest range of crops. Soil and climate conditions are optimum, resulting in easy management.

Class 2 land is capable of producing a wide range of crops. Minor restrictions of soil or climate may reduce capability but pose no major difficulties in management.

Class 3 land is capable of producing a fairly wide range of crops under good management practices. Soil and/or climate limitations are somewhat restrictive.

Class 4 land is capable of a restricted range of crops. Soil and climate conditions require special management considerations.

Class 5 land is capable of production of cultivated perennial forage crops and specially adapted crops. Soil and/or climate conditions severely limit capability.

Class 6 land is important in its natural state as grazing land. These lands cannot be cultivated due to soil and/or climate limitations.

Class 7 land has no capability for soil bound agriculture.

Agriculture Capability Subclasses

A & M	Soil moisture deficiency	N	Salinity
C	Adverse climate (excluding precipitation)	P	Stoniness
D	Undesirable soil structure	R	Shallow soil over bedrock and/or bedrock outcropping
E	Erosion	S & X	Cumulative and minor characteristics
F	Low fertility	T	Topography
I	Inundation adverse (flooding by streams, etc.)	W	Excess water

Unimproved ratings describe the land in its native condition without any improvements to the soil.

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Appendix 3

Land Survey

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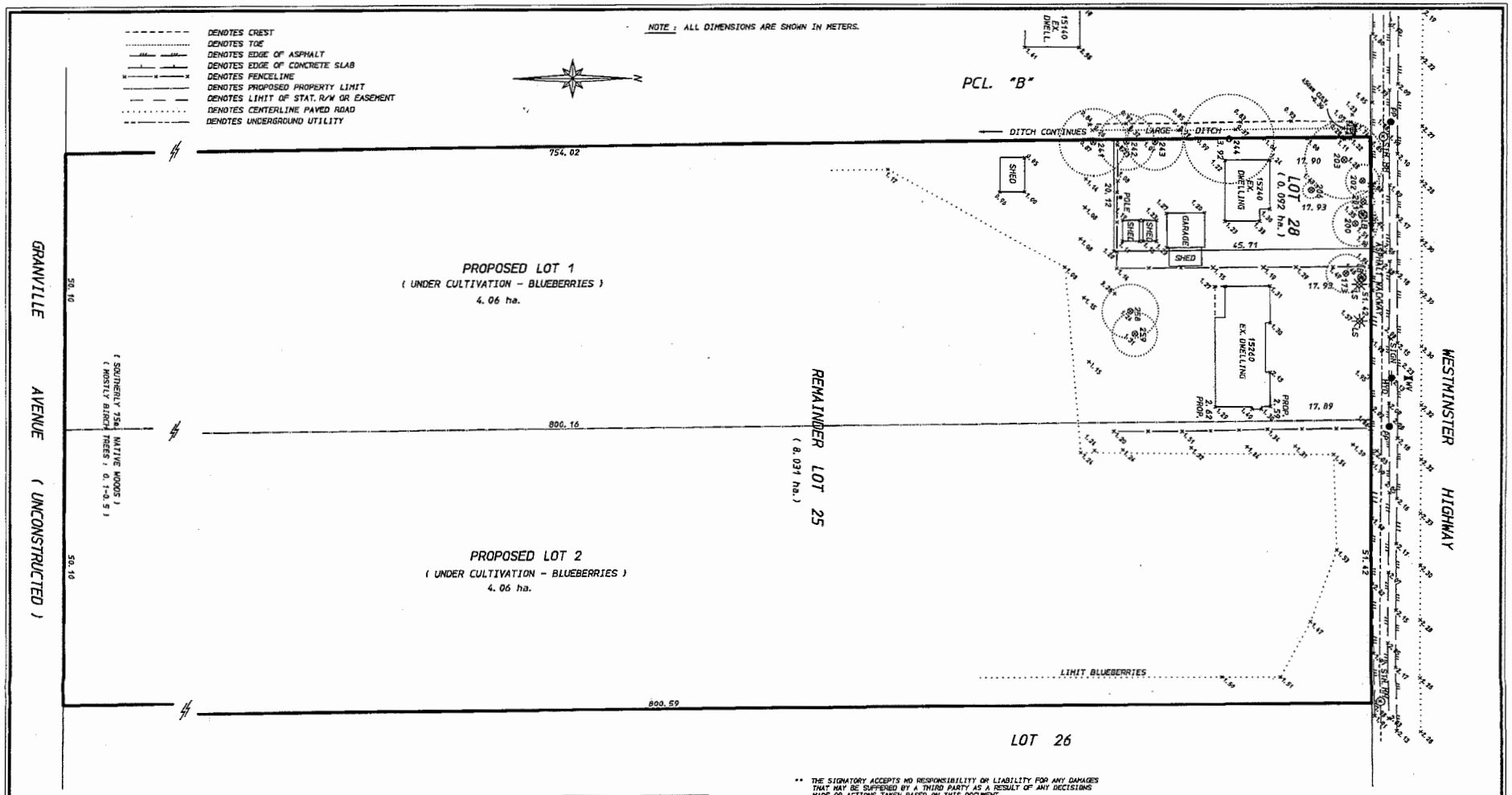
ENVIRONMENTAL CONSULTANTS

CNCL - 564



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THIS 4th DAY OF OCTOBER, 2016

SCALE: 1:500 (0 5 10 20 30 40 50)

CIVIC ADDRESS: 15240/15260 - WESTMINSTER HIGHWAY, RICHMOND, B.C.

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CLIENT REFERENCE: D. BAHD

FILE: 11639
MAP:

STEPHEN D. MILNER
B.C. LAND SURVEYOR
#102-5007 47A AVENUE
DELTA, B.C. V4K 1T9
TEL.: (604) 946-1788
FAX: (604) 946-1789

City of Richmond

Report to Committee

To:	Planning Committee	**Date:**	November 25, 2016
From:	Joe Erceg, MCIP General Manager, Planning and Development	**File:**	
Re:	**Update: Possible Casino in Delta**		

Staff Recommendation

That the British Columbia Lottery Corporation (BCLC) and the Corporation of Delta (Delta) be advised that:

(1) The City of Richmond is opposed to any casino at the Town and Country Inn;

(2) Any casino in Delta should be located sufficiently away from Richmond, so as not to negatively affect the City (e.g., land use, infrastructure, policing costs, highway / tunnel traffic), or the existing River Rock Casino; and

(3) The City of Richmond should be fully consulted and given at least 90 days, to respond to any future *Gaming Control Act* and *Local Government Act* (e.g., for Official Community Plan amendment) notices regarding the proposed casino.

Joe Erceg, MCIP
General Manager, Planning and Development

Att. 2

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Transportation	☑	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	**INITIALS:** DW	**APPROVED BY CAO**

Staff Report

Origin

The purpose of this report is to advise Council of the November 9, 2016 letter from the British Columbia Lottery Corporation (BCLC) regarding a possible casino in Delta and to recommend a response to protect the City's interests (Attachment 1).

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

> *Adhere to effective planning and growth management practices to maintain and enhance the livability, sustainability and desirability of our City and its neighbourhoods, and to ensure the results match the intentions of our policies and bylaws.*
>
> *3.1. Growth and development that reflects the OCP, and related policies and bylaws.*

This report supports Council's 2014-2018 Term Goals #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.*
>
> *5.1. Advancement of City priorities through strong intergovernmental relationships.*

Findings of Fact

The letter advises that, earlier this year when the BCLC asked Surrey, Delta and the Tsawwassen First Nation, if they wanted a casino:

- Surrey said "No",
- Delta said "Yes" and that they wanted it at the Town and Country Inn just south of the George Massey Tunnel (Attachment 2); and
- The Tsawwassen First Nation (TFN) said "Yes".

The BCLC has selected Delta as its preferred host for a possible casino, which in the end, may or may not be approved. If approved, the casino would be a relocation and expansion of the Gateway Casinos & Entertainment's existing Newton Community Gaming Centre and they would be the private-sector Service Provider to own or lease and operate the casino on behalf of the BCLC.

The BCLC letter advised that they are committed to hearing from their stakeholders and in addition, there will also be many opportunities for input during the approval process. As well, before Delta can approve a casino, it is an obligation under the *Gaming Control Act,* that they seek and consider input from the community and to consult on certain prescribed matters (i.e., infrastructure, policing costs, traffic, highway use) with local governments whose borders fall within 5 km of the proposed gaming facility.

Analysis

A Separate Casino Market South of the Fraser River

Greg Walker, Director of Public Affairs, BCLC has advised that the BCLC is not interested in having the casino negatively affect Richmond, or disrupt or take customers away from the existing River Rock Casino, as they will be looking to develop a separate casino market in north Delta, south of the Fraser River.

A Possible Casino and Location

Mr. Walker also advised that the casino may not be constructed for several reasons including: BCLC's Expression of Interest process is non-binding and they may not find a site that will adequately serve the market, and Delta can back out of the process and/or may reject any sites which the BCLC puts forward.

Although Delta wants a casino at the Town and Country Inn just south of the George Massey Tunnel, Mr. Walker said it may be located in an area east of Hwy 91, south of the Perimeter Road, west of King George Highway and north of Highway 10 (e.g., near the Nordel area) (Attachment 2).

Consultation

- The *Gaming Control Act* (GCA)
  Mr. Walker stated that, under the *Gaming Control Act* (GCA), before it can be approved, Delta is obligated to seek and consider input from local governments on the following prescribed matters (i.e., infrastructure, policing costs, traffic, highway use), whose borders fall within 5 km of the proposed gaming facility. (Delta's proposed Town and Country Inn site is 1.8 km south of Richmond's boundary: the centre of the Fraser River). Mr. Walker was unsure of when Delta would consult with Richmond.

- The *Local Government Act* (LGA)
  Under the *Local Government Act* (LGA), Section 879 (2) (b) (iii), if Delta requires an OCP amendment to accommodate a casino, they must consider if consultation is required with the council of any municipality that is adjacent to the area covered by the OCP amendment (e.g., Richmond). At this point, it is not known if Delta will undertake such an OCP amendment or, if they will notify Richmond.

- Ample Time Needed To Respond to Casino Notices
  The November 9, 2016 BCLC letter does not require a response. However, future notices regarding proposed casinos, set a very short response time, usually 30 days, which is too tight of a timeline for Richmond Council to respond, as municipal procedures need to be followed.

  As Richmond wants to be fully consulted and would like to have a more adequate comment response timeframe, staff recommend that Council request the BCLC and Delta to fully

consult with Richmond and allow the City (and others) at least 90 days to respond to any future *Gaming Control Act* and / or *Local Government Act* (e.g., an Official Community Plan amendment) notices regarding the proposed casino.

Summary

In summary, a casino may be built in Delta, however, at this time, neither its location nor impacts on the City or the River Rock Casino are known. As the status of Delta's request to have a casino at the Town and Country Inn is unclear, Council should take a clear position as being opposed to the casino now, as it would negatively affect Richmond (e.g., policing costs, highway and tunnel traffic; land use and possible infrastructure north of the Tunnel; drawing customers away from the existing River Rock Casino).

To proactively protect the City's interest, staff recommend that Council advise the BCLC and Delta that, if there is a casino in Delta, it be located sufficiently away from the City of Richmond so as not to negatively affect the City or the existing River Rock Casino, and Council be fully consulted and given ample time to respond to any future notices regarding the proposed casino.

Financial Impact

None

Conclusion

As the BCLC has advised Richmond that there may be a casino in Delta around the Nordel area, to proactively protect the City's interests, staff recommend that the City advise the BCLC and Delta that: a casino not be located at the Town and Country Inn, any casino in Delta be located sufficiently away from Richmond, so as not to negatively affect the City and the existing River Rock Casino, and Richmond should be fully consulted with a longer GCA and LGA / OCP notice response time.

Terry Crowe, Manager
Policy Planning Department
604-276-4139

TTC:cas

Att. 1: BCLC Letter (dated November 9, 2016)
Att. 2: Map of Delta's Proposed Town and Country Inn Site and BCLC's Possible Delta Casino Site: the Nordel area

November 9, 2016

His Worship Malcolm Brodie
Mayor, City of Richmond
6911 No. 3 Road
Richmond, B.C.
V6Y 2C1

bclc
playing it right

Dear Mayor Brodie,

The intent of this letter is to share information about BCLC's potential plans for the South of the Fraser marketplace.

BCLC initiated an Expression of Interest (EOI) process in June 2016 with three local governments to determine gaming interest. In July 2016, BCLC received responses indicating interest from the Corporation of Delta and Tsawwassen First Nation. The City of Surrey declined to participate.

BCLC has now concluded its EOI process, and has selected the Corporation of Delta as its preferred host local government for a potential new gaming facility. This decision was made as part of a rigorous assessment process that was overseen by a third-party fairness monitor, and based on factors including market potential, community plans and transportation access.

Gateway Casinos & Entertainment Ltd. is the private-sector Service Provider which would own or lease the potential gaming facility on our behalf, and operate it on a day-to-day basis. The potential new Delta facility would be a relocation of Gateway's Newton Community Gaming Centre, which would also be expanded to include more gambling and entertainment options.

BCLC is committed to hearing from our stakeholders and understanding what's important to them. There will be many opportunities for community input throughout the approval process.

In addition, before the Corporation of Delta could approve a gaming proposal put forward by BCLC, the Corporation of Delta is obligated under the *Gaming Control Act* to seek and consider input from the community and to consult on certain prescribed matters with local governments whose borders fall within 5 km of the proposed gaming facility.

74 West Seymour Street
Kamloops, BC V2C 1E2
T 250.828.5500
F 250.828.5631

2940 Virtual Way
Vancouver, BC V5M 0A6
T 604.215.0649
F 604.225.6424
bclc.com

If you have any questions or require further information, please contact:

Greg Walker
Director of Public Affairs, BCLC
2940 Virtual Way
Vancouver, BC V5M 0A6
gwalker@bclc.com

Finally, it's important to note that neither BCLC nor the Corporation of Delta is committed to developing a gaming facility. Either may choose to not proceed with a facility at any time.

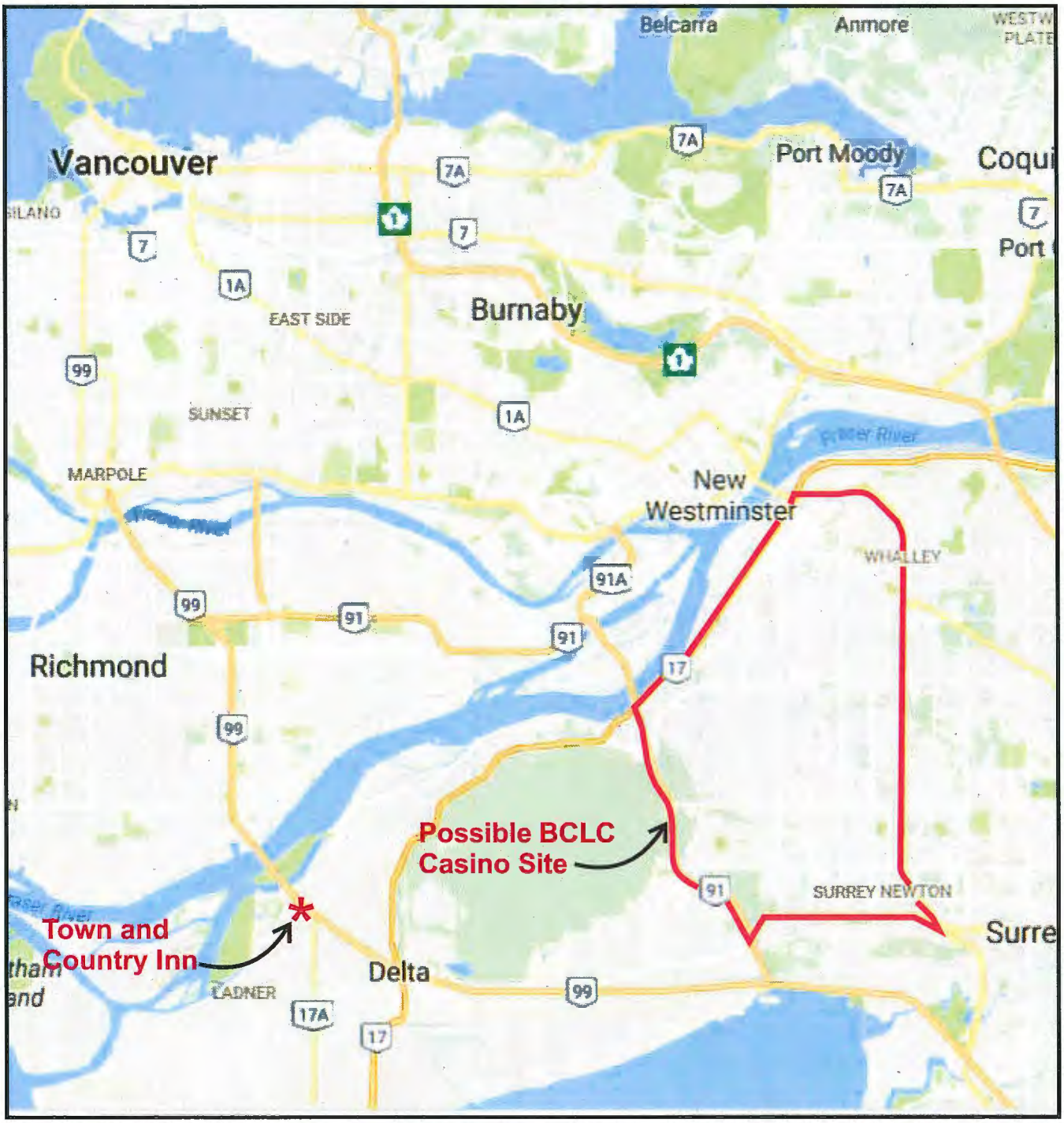
We look forward to sharing more information as we move forward.

Sincerely,

Brad Desmarais
Vice President, Casino and Community Gaming
BCLC

cc: Susan Dolinski, BCLC
Jerry Williamson, BCLC
Greg Walker, BCLC

City of Richmond



BCLC Proposed Sites

Original Date: 11/29/16

Revision Date:

Note: Dimensions are in METRES

City of Richmond

Report to Committee

To:	Parks, Recreation and Cultural Services Committee	**Date:**	November 9, 2016
From:	Mike Redpath Senior Manager, Parks	**File:**	11-7140-20-BSHI1/2016-Vol 01
Re:	**Maritime Vessel Management and Operational Plan at Britannia Shipyards National Historic Site**		

Staff Recommendation

1. That the City of Richmond Maritime Vessel Management and Operational Plan as detailed in the staff report titled "Maritime Vessel Management and Operational Plan at Britannia Shipyards National Historic Site" dated November 9, 2016, from the Senior Manager, Parks, be approved;

2. That the City of Richmond accept the transfer of asset of the M.V. Fleetwood from the Britannia Heritage Shipyard Society; and

3. That the M.V. Burnaby restoration program as detailed in the staff report titled "Maritime Vessel Management and Operational Plan at Britannia Shipyards National Historic Site" dated November 9, 2016, from the Senior Manager, Parks, be approved.

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

Att. 1

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Finance Department	☑	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	**INITIALS:** DW	**APPROVED BY CAO**

Staff Report

Origin

The purpose of this report is to present the City of Richmond Maritime Vessel Management and Operational Plan for the Britannia Shipyards National Historic Site, to accept the transfer of the asset M.V. Fleetwood from the Britannia Heritage Shipyard Society, and to seek Council's approval for the M.V. Burnaby restoration program.

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

This report supports the Council adopted Britannia Shipyards National Historic Strategic Plan 2014-2018 Objectives:

> *6.2 Britannia Shipyards' well-maintained fleet of historic vessels reflects the site's history; and*
>
> *6.3 Britannia Shipyards is home to a well-preserved artefact collection that is used to interpret the site's history.*

Analysis

Background

Vessel Description, Ownership, Restoration Costs and Annual Maintenance

Britannia Shipyards National Historic Site is a heritage park that provides local residents and visitors from around the world with the opportunity to experience Richmond's maritime and cultural heritage. It is a place for active participation through educational programs, special events and festivals, and a place for quiet reflection.

Britannia Shipyards is the oldest shipyard community in British Columbia and has undergone many transformations since the original cannery was built on the waterfront in 1889. The site was once a thriving community of boatyards, canneries, residences and stores comprising a labyrinth of about 90 buildings connected by wooden boardwalks. Thousands of people lived and worked in the area supporting the canning, fishing and boat building industries on the waterfront.

Since the 1990s, the City of Richmond and the Britannia Heritage Shipyard Society have acquired maritime vessels that have a historic connection to Britannia Shipyards National Historic Site and Steveston. While vessel acquisition and restoration have occurred at Britannia Shipyards since its establishment as a heritage park in the early 1990s, no comprehensive plan

has been prepared to ensure the maintenance, preservation and, if applicable, sea worthiness of the vessels.

At the January 27, 2015, Parks, Recreation, and Cultural Services Committee meeting, the staff report titled "Maritime Vessels at Britannia," was received for information. The report details the existing condition and inventory of the maritime vessels at Britannia Shipyards National Historic Site. Presently, the City owns five maritime vessels: the Iona, the M.V. Burnaby, the Portage Queen, the Silver Ann and the Starliner. The Britannia Heritage Shipyard Society currently owns two maritime vessels: the M.V. Fleetwood and the Merrilee II.

Acquisition of the M.V. Fleetwood

The M.V. Fleetwood (the Fleetwood) was built in 1930 at the Vancouver Shipyards Ltd. Often referred to as a 'rum runner' during the Prohibition Era, it is a historic wooden vessel, reported to have been used to transport contraband liquor between Canada and the United States at fast speeds up to 40 nautical miles per hour. The vessel once sought shelter around the waters near Shady Island and Britannia along the Fraser River near the end of the Prohibition Era. The Fleetwood is an excellent example of a historic, fast wooden boat design. As Britannia is a National Historic Site and shipyard that once restored and serviced wooden boats, the Fleetwood's history is significant to the west coast and is a symbol of maritime heritage wooden boat building.

Since 2002, the Fleetwood has been a floating display at Britannia Shipyards docks and a static display on the historic ways in the Shipyard building. In 2015, the Fleetwood was relocated to dry dock in the boatyard at Britannia Shipyards, and has been closed to public access. It is not currently suitable for safe public access and the hull of the vessel is not currently suitable for submersion in water. The vessel is registered to the Britannia Heritage Shipyard Society, and the Britannia Heritage Shipyard Society does not have the means or the funds to restore it.

In May 2013, the Britannia Heritage Shipyard Society Board of Directors approved the following "*that the motorized fleet except the Merrillee II be transferred to the City of Richmond.*" The Britannia Heritage Shipyard Society has indicated to the City their collective inability to maintain and/or restore the Fleetwood and is requesting the City to assume ownership of the Fleetwood.

At the May 2016, Parks, Recreation, and Cultural Services Committee meeting, staff received the following referral:

> *That staff examine options to restore the Fleetwood as an indoor civic art project using the City's Public Art Reserve Fund and report back.*

Options for the use of the M.V. Fleetwood will be the subject of a future report to Council.

Options for Consideration of the M.V. Fleetwood

Option 1 – The City of Richmond accept the transfer from the Britannia Heritage Shipyard Society and assume ownership of the M.V. Fleetwood – Recommended.

The unfortunate deterioration of the vessel, as illustrated below in a series of images, reinforces the need for future action. As a heritage asset, consideration of future restoration options including full restoration, as a static display on site, or disposal of the M.V. Fleetwood will be considered in the larger context of the future planning of the Britannia Shipyards National Historic Site. It is recommended that the City assume ownership of the M.V. Fleetwood from the Britannia Heritage Shipyard Society.

Image 1 – M.V. Fleetwood in late 2002.

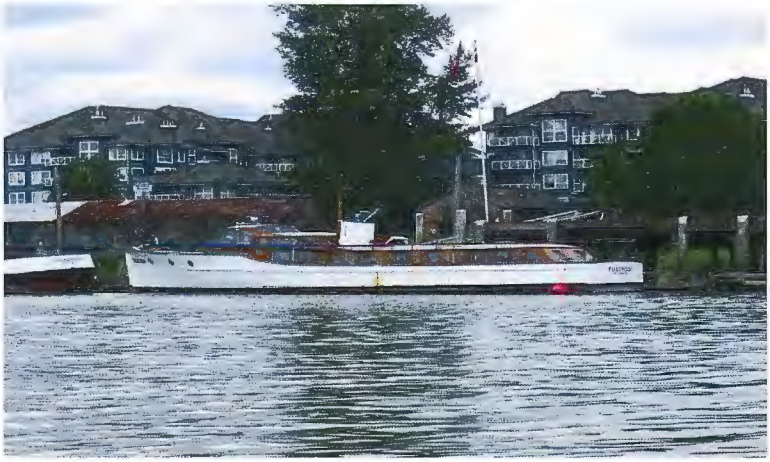


Image 2 – M.V. Fleetwood in 2013 on the marine ways in the Britannia Shipyard building.

Image 3 – M.V. Fleetwood in 2014 wrapped and relocated to permit Britannia Shipyard building restoration of the marine ways.

Image 4 – M.V. Fleetwood in 2016 wrapped and in dry dock in the Britannia site boatyard.

Option 2 – Not accept the transfer of the asset of the Fleetwood from the Britannia Heritage Shipyard Society – Not recommended.

The Britannia Heritage Shipyard Society has indicated that they do not have the capacity nor the resources to maintain or restore the M.V. Fleetwood. The City could request the Britannia Heritage Shipyard Society to remove the M.V. Fleetwood from the site should the City choose not to accept the transfer of the asset. Should the Britannia Heritage Shipyard Society decide to sell or dispose of the M.V. Fleetwood, the City would lose the ability to interpret a fascinating piece of history that has attracted visitor attention for over a decade.

City of Richmond Maritime Vessel Management and Operational Plan

In April 2014, Council adopted the Britannia Shipyards National Historic Site Strategic Plan 2014-2018 which included Outcome:

6.2.2 Develop and implement annual maintenance plan for vessels.

Staff have prepared the City of Richmond Maritime Vessel Management and Operational Plan, which is included in Attachment 1.

The Britannia Shipyard National Historic Site is home to a collection of historic wooden vessels that would have traditionally fished or worked in local waters. Each of the City owned vessels contribute to the animation of Britannia Shipyards once working waterfront.

Over time, the City owned maritime vessels at Britannia Shipyard Shipyards National Historic Site have deteriorated due to the absence of a comprehensive Maritime Vessel Management and Operational Plan. Annual maintenance costs for the City vessels at Britannia Shipyards are approximately $16,500 and are funded through the Britannia Parks Operations Equipment budget. Maritime vessels require annual maintenance to keep equipment and systems running efficiently for their design life.

A Maritime Vessel Management and Operational Plan is an annual schedule of predictable actions taken to keep the vessel or components of the vessel in proper working order. The City of Richmond Maritime Vessel Management and Operational Plan includes the following:

a) The history of the vessel and its significance;
b) The standards to which the vessel was built (if any);
c) The proposed use and operating profile of the vessel;
d) A detailed evaluation, based on a report by a surveyor, of the vessel's current condition for the purpose of its proposed use and proposed operating profile as set out in the safety management system;
e) Transport Canada Registry or proof of ownership;
f) The maintenance and repair schedule for the vessel; and
g) Annual operating cost of the vessel.

Restoration of the M.V. Burnaby

The M.V. Burnaby is a historic tugboat that patrolled British Columbia harbours as a working vessel supporting the west coast fishery. The M.V. Burnaby was built in 1925, is 39 feet in length and has a working three cylinder Easthope engine. This maritime vessel was the type of tugboat that would have towed smaller fishing skiffs in the Fraser River out to open waters.

In March 2016, staff accepted the transfer of the asset of the M.V. Burnaby vessel under the *City Wide Artefact Collections Policy 8710*. At that time, the vessel restoration was not completed and the vessel has been stored in the Richmond Boatbuilders building at Britannia Shipyards National Historic Site. The M.V. Burnaby is currently owned by the City.

Image 5 – M.V. Burnaby in the 1930s.

Image 6 – Partially Restored M.V. Burnaby in 2015.

Image 7 – Restored 3 Cylinder Easthope Engine in the M.V. Burnaby in 2015.

Cost to Complete the Restoration of the M.V. Burnaby

When the vessel was donated to the City, the previous owner, Mr. Garnier provided staff with the M.V. Burnaby's Restoration Plan (Attachment 1) for the vessel. In accordance with the *City Wide Artefact Collections Policy 8710*, a Marine Surveyor, Bob (J.R.) Downs, was engaged to evaluate the vessel, engine and materials to verify the total value of the vessel and the cost of materials to complete the restoration.

The estimated cost to complete the restoration is $40,000, which includes materials and labour for a trained boat builder to work with a volunteer group at Britannia Shipyards. Funding is available to restore the vessel in the Britannia (1990-2011) account and the on-going annual operating costs would be funded through Britannia Parks Operations Equipment budget.

Options for Consideration to Restore the M.V. Burnaby

Option 1 – Restore the M.V. Burnaby – Recommended.

The M.V. Burnaby is a historic tugboat built in 1925 and is a unique addition to the existing vessels at Britannia Shipyards National Historic Site. In October 2016, Council approved $199,125 in additional funding for expanded programming and staffing at Britannia Shipyards National Historic Site. The restoration of a heritage vessel would be an excellent opportunity in 2017 and be in support of the City's goal to animate the Britannia Shipyards National Historic Site.

The restoration of the M.V. Burnaby is also consistent with the Council adopted Britannia Shipyards National Historic Site Strategic Plan 2014 – 2018 strategic goal to be: "... *home to a well-preserved artefact collection that is used to interpret the site's history.*"

A full restoration will support expanded programming at the Britannia Shipyards National Historic Site. In celebration of Canada's 150th birthday in 2017, a program would be established to involve volunteers working with a designated boat builder to complete the restoration of the M.V. Burnaby. The previous owner, Mr. Garnier, has offered to donate his time to assist with the restoration. Once restored, the M.V. Burnaby could be used as a museum exhibit at the dock, increasing the experiences for visitors as a floating classroom where the public could participate in the Britannia Shipyards National Historic Site "Working on the Waterfront" school education program.

Option 2 – Not complete the restoration of the M.V. Burnaby – Not recommended.

The M.V. Burnaby is a unique historic tugboat that would have been used to support the fishing industry in Steveston and Richmond. Should the City choose not to complete the restoration of the M.V. Burnaby, the Britannia Shipyards National Historic Site would lose the opportunity to animate the waterfront with a working vessel for both public boarding at festivals and school education programs. The vessel would remain in storage or could be sold.

Financial Impact

This report proposes the restoration of the City's vessel the M.V. Burnaby. Full restoration is estimated to be $40,000. This funding is available through the existing Britannia (1990 to 2011) capital account. This account is for ongoing work to improve and expand the National Historic

Site at Britannia and is intended to create enhanced visitor experiences. Any future costs associated with the M.V. Fleetwood would be the subject of a future report to Council.

Conclusion

This report recommends the acquisition of the M.V. Fleetwood from the Britannia Heritage Shipyard Society, the implementation of the City of Richmond Maritime Vessel Management and Operational Plan for City owned vessels at Britannia and to complete the restoration of the M.V. Burnaby to celebrate Canada's 150th birthday in 2017. Planning for the enhanced programming and the development of an updated business plan for the Britannia Shipyards National Historic Site, which incorporates the current strategic plan and the previous business plan, will commence in late 2016 and continue in early 2017.

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

Dee Bowley-Cowan
Britannia Site Supervisor
(604-238-8044)

Att. 1: City of Richmond Maritime Vessel Management and Operational Plan

CITY OF RICHMOND

Maritime Vessel Management and Operational Plan

November 2016

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- Silver Ann.....33
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Britannia Shipyards National Historic Site is a heritage park that provides local residents and visitors from around the world the opportunity to experience Richmond's maritime and cultural heritage. It is a place for active participation through educational programs, special events and festivals, and a place for quiet reflection.

Britannia Shipyards is the oldest shipyard community in British Columbia and has undergone many transformations since the original cannery was built on the waterfront in 1889. The site was once a thriving community of boatyards, canneries, residences and stores comprising a labyrinth of about 90 buildings connected by wooden boardwalks. Thousands of people lived and worked in the area supporting the canning, fishing, and boat building industries on the waterfront.

Since the 1990s, the City of Richmond and the Britannia Heritage Shipyard Society have acquired maritime vessels that have a historic connection to Britannia Shipyards National Historic Site and Steveston. While vessel acquisition and restoration have occurred at Britannia since its establishment as a heritage park in the early 1990s, no comprehensive plan has been prepared to ensure the maintenance, preservation and, if applicable, sea worthiness of the vessels.

City of Richmond Maritime Vessel Management and Operational Plan

Britannia Shipyards National Historic Site is home to a collection of historic wooden vessels that would have traditionally fished or worked in local waters.

A Maritime Vessel Management and Operational Plan is an annual schedule of predictable actions taken to keep the vessel or components of the vessel in proper working order. The City of Richmond Maritime Vessel Management and Operational Plan includes the following:

a) The history of the vessel and its significance;
b) The standards to which the vessel was built (if any);
c) The proposed use and operating profile of the vessel;
d) A detailed evaluation, based on a report by a surveyor, of the vessel's current condition for the purpose of its proposed use and proposed operating profile as set out in the safety management system;
e) Transport Canada Registry or proof of ownership;
f) The maintenance and repair schedule for the vessel; and
g) Annual operating cost of the vessel.

This City of Richmond Maritime Vessel Management and Operational Plan will be used as an annual schedule of predictable actions taken to prevent the vessel or components of the vessel from failing or to repair normal equipment degradation experienced with the operation of the vessel to keep it in proper working order.

Maintenance Schedule for All City Owned Vessels

Maritime Vessel Preventative Maintenance Schedule and Plan

This maintenance plan is a preventative maintenance plan, which includes monthly, annual and start or end of season checks.

	Monthly	Annually	Start or End of Season
Hull	• Regularly check that all watertight closures will keep water out. • Check the cabin interior for water and stains, which could signal a leak and weak materials.	• Anti-fouling bottom paint, as needed.	• Inspect and renew as needed - Anti-fouling bottom paint, topside cleaning, and / or waxing.
Machinery	• Check fluid levels (oil, water, engine coolant). • Check that bilge alarms and pumps sound or turn on when activated. • Check the engine(s) for oil or fuel leaks. • Inspect the starter motor and alternator. • Check transmission fluids and gear oil for water.	• Change main engine and auxiliary generator oil and filter at the hours of operation interval recommended by the manufacturer or once a year, whichever comes first. • Tune up gasoline engines and replace electrical parts, such as spark plugs, as needed. • Grease universal joint, gimbal bearing, propeller spline, and unit fittings. • Check and replace the sacrificial zinc anodes on shafts, props, tabs, and other underwater gear, as well as engine-mounted zincs on the underside of exhaust elbows or risers and on the end caps of heat exchangers to guard against corrosion. • Check anchor and cable/ rope/chain for wear.	• Inspect and tighten all hoses and drive belts often. Replace them when they are worn or cracked. • Maintain painted surfaces and apply a light coating of oil to reduce corrosion. • Inspect and service transmissions and outdrive units according to manufacturer's recommendations. • Verify that the steering gear has its full range of motion and that the gear moves easily, without being loose.
Electrical System	• Test all circuits for proper operation. • Inspect and test batteries. • Batteries should be in approved boxes or trays, well ventilated and securely fastened.	• Inspect all exposed wiring, fuse or breaker panels and electrical equipment. Wire insulation should be intact and contacts and connectors should be secure and clean.	

	Monthly	Annually	Start or End of Season
Safety Systems	• Check lifejackets for deterioration. • Check first aid kit and re-stock as necessary. • Check safety equipment: lifejackets, flares, fire extinguishers, liferafts, life buoys, bilge pumps, oars, anchors, etc.	• Send liferaft for servicing at a station accredited by the manufacturer (if one on board). • Check fire/smoke detectors (replace battery). • Check fire hoses in place and equipment operational (nozzle).	• Have fire extinguishers inspected by technician.
Sailing Vessels – Rigging and Sails	• Clean and repair sails as needed.	• Inspect all standing and running rigging and sails.	• Lubricate winches, blocks, turnbuckles and other mechanical equipment.
Other Systems or Equipment	• Check radio equipment, antennas, batteries, and backup systems. • Replace any outdated or damaged equipment.	• Inspect and service the fuel tank, filter, fitting, and lines on a regular basis. Keep tanks free of scale, dirt, and water. • Check, clean and lubricate mechanical parts of all systems as needed for proper operation. These systems include hydraulic trim systems, air systems, anchoring systems, and bilge and sanitation systems.	
Painting		• Touch up as required.	• Complete paint job of a wooden vessel, as required (approximately every three years). Would require additional funding.
Boat Cover		• Inspect and clean covers and upholstery.	
Survey		• When required for insurance or if it is suspected something is in need of a major repair.	

IONA

Iona: in 2016 after being moved into the boat yard at Britannia Shipyards

Homeport: Britannia Shipyards National Historic Site, Richmond, British Columbia

Year Built: 1930s

Rig: Collector Boat

Length Overall: 38 ft.

Beam: N/A

Draft: 3 ft.

Power: Not available

Transport Canada Registry #: Not registered

History

From 2009-2011, the Britannia Heritage Shipyard Society embarked on a restoration project of the Iona, a 38 foot wooden commercial fishing vessel known as a "collector boat." Collector boats would transport the catch from the fishing boats and pack the fish on ice, to allow for the main fishing boats to continue their operations without losing time. The Iona was originally built as a "double-ender" in the 1930s and then modified by a previous owner. She was donated to the Britannia Heritage Shipyard Site in 1991 by Steveston's Koyanagi family.

Proposed Use and Operating Profile

The Iona currently sits in dry dock in the boatyard at Britannia Shipyards.

Maintenance and Repair Schedule

No maintenance or repair schedule required as the vessel is in dry dock.

Annual Operating Cost

- $0

FORM A-32 BOOK B.

BILL OF SALE

KNOW ALL MEN BY THESE PRESENTS THAT LEONARD KOYANAGI OF 8051 ROSEWELL AVE, ..., British Columbia, hereinafter referred to as the Party of the First Part, for and in consideration of the sum of ONE DOLLAR, lawful money of Canada, and other valuable consideration, paid by CITY OF RICHMOND ON BEHALF OF THE BRITANNIA STEERING COMMITTEE, ..., British Columbia, hereinafter referred to as the Party of the Second Part, the receipt of which is hereby acknowledged, does by these presents grant, bargain, sell, and convey unto the said Party of the Second Part, and his or its executors, administrators, successors and assigns, the goods and chattels particularly described as follows: One fishing boat 38 feet 0 inches long, 8 feet 6 inches beam, 3 feet 1 inches deep, named "IONA", powered with a 125 H.P. PERKINS DIESEL engine, Serial Number....., licenced at the Port of VANCOUVER British Columbia, under the number 13K 17247

TO HAVE AND TO HOLD the same unto the said Party of the Second Part and his or its executors, administrators, successors and assigns, forever absolutely free and clear of all claims or liens whatever.

IN WITNESS WHEREOF, the said Party of the First Part has caused these presents to be subscribed by himself or itself this 18 day of OCTOBER, A.D. 1991

Leonard Koyanagi

WITNESS:

ADDRESS:
8191 Francis Rd, Richmond

PHILIP J. OLDHAM MARINE SURVEYOR LTD.

215 East 28th Street, North Vancouver, British Columbia V7N 1C1 Canada
Tel (604) 984-7286 • Fax (604) 984-7276 • eMail philipoldham@shaw.ca

June 29, 2012

Britannia Heritage Shipyard Society
5180 Westwater Drive
Richmond, B.C.
V7E 6P3

Dear Sirs:
RE: Heritage vessels
"IONA" "STARLINER" "MERILEE II" "FLEETWOOD"
Restoration possibilities & cost
File number PO/1630-12

I have been asked by the Britannia Heritage Shipyard Society to provide my opinion as to the restoration possibilities and estimated cost to restore the motor vessels "Iona", "Starliner" and "Merrilee II" to a functioning and operable condition.

In addition, I have been asked to provide my opinion as to the restoration possibility and cost to restore the motor vessel "Fleetwood" to three stages of restoration; to be a land based stationary public display, to be a floating, functional vessel for public display in her present configuration and to be a fully functional vessel with the original, rum runner configuration and propulsion.

This report is based on information provided in the Restoration Possibilities and Preservation Plan report on the vessels dated August/November 2011

Restoration costs are based on a labor rate of $65.00/hour plus materials. The labor rate does not take into consideration work completed by the Society's volunteer labor.

Information included in this report is the opinion of the undersigned and has been determined after consultation with industry professionals, reviewing information from internet sources and personal experience.

No guarantee is made with respect to the information presented.

"IONA"

Originally built in approximately 1937 as a fisheries collector vessel, she was restored by the Richmond Boat Builders over the period 2009-2011, is presently floating and in good condition. Minor finishing work is to be completed including; ballasting, cabinetry in the wheelhouse and modifying the electrical system to comply with marine standards.

Cost to complete the outstanding work is estimated at

Labor - 75 hours @$65/hr =	$4,875.00
Materials	500.00
Total	$5,375.00

M.V. BURNABY

M.V. Burnaby: 2016

Homeport: Britannia Shipyards National Historic Site, Richmond, British Columbia

Year Built: 1925

Rig: Tugboat

Length Overall: 39 ft.

Beam: 9 ft.

Draft: 4 ft.

Power: 3 cylinder Easthope

Transport Canada Registry #: Not registered.

History

Built in 1925, by the Ericksen Bros. Shipyards in North Vancouver, the M.V. Burnaby is a west coast vessel to its core. The M.V. Burnaby and other vessels like her were essential to fishing operations on the West Coast, helping tow gillnetters to and from fishing grounds as well as rescuing other ships that may have drifted downriver.

In 2016, the M.V. Burnaby has been stored in the Richmond Boatbuilders building at the Britannia Shipyards National Historic Site.

Proposed Use and Operating Profile

None at this time.

Maintenance and Repair Schedule

Refer to **Maintenance Schedule for all City Owned Vessels** for details.

Annual Operating Cost

- $10,000
- Does not include painting every three years.

Survey

MEADOWS MARINE SURVEYORS LTD.

Marine Surveyors and Consultants
10322 Resthaven Drive
Sidney, B. C. V8L 3H1

MEMBER ABYC

VALUATION SURVEY: Condition and Valuation

Vessel Name:	**Burnaby**		Survey Date:	22 January, 2016
Builder/Model:	Ericksen Bros.		Surveyed:	in drydock
Designer:	Unknown		Location:	South Watts Rd
Official No:	152719			Ladysmith, BC
Type:	Tugboat			
Age:	1925		Requested By:	Dee Bowley-Cowan for:
Length Overall:	38' 10"			Britannia Shipyard
Reg. Length:	34ft. 6 in.	10.52 m.	Address:	5180 Westwater Drive
Beam:	9 ft. 0 in.	2.77 m.		Ricnmond, BC V7E 6P3
Draft:	4. ft. 0 in.	1.22 m.	Telephone:	604-718-8050
Ballast:	none installed			
			E-mail:	dbowley@richmond.ca

CONDITIONS OF SURVEY

1) This survey was completed only for the client named as requesting it.
   a) This report is issued entirely without prejudice for the exclusive use of the client named for the designated purpose.
   b) Any other person or persons using or relying on this survey do so at their own sole risk and peril.
2) This is not a complete survey.
   a) An in depth full survey, including hidden areas is available at additional cost. A complete structural, mechanical and electrical inspection was not undertaken. Further deficiencies and or deterioration may be found if the vessel is fully opened up for detailed examination.
   b) There are different types of surveys, each one being undertaken for a specific purpose and requiring different degrees of inspection.
   c) In the case of a verbal discussion with the client, during or after the survey, then said discussion is a vital part of the survey even though it is not contained herein.
   d) No opinion is given regarding hidden or inaccessible areas of the vessel. Deterioration and or original construction faults may exist in such areas.
3) Examinations of all vessels are made in good faith and carried out as thoroughly and as carefully as possible. However, Meadows Marine Surveyors Ltd., its representatives, employees, agents or otherwise, cannot accept liability or responsibility under any circumstances whatsoever, for errors in judgment, inaccuracy, omission, misrepresentation or misstatement, default or negligence in this or any report in the carrying out of any surveys.
4) Items listed below were examined during survey and, unless otherwise noted, were found to be in satisfactory condition for their intended purpose.

CONSTRUCTION / SCANTLINGS

Hull:	Carvel planked fir and red cedar - 1 3/8"
Hull Form:	Straight stem, full keel, round chine, fantail stern.
Fastenings:	Original – galvanized boat nails ; New -- vessel completely re-fastened – 18/8 stainless steel #14 screws – 2 per rib
Hull Lining:	4 ½" x ¾" rough yellow cedar in stock – not planed or installed.
Stem:	Ekki /gumwood– plumb new
Forefoot:	Fir
Sternpost:	gumwood – plumb
Keel:	5 ½" fir with ¾" gumwood shoe
Horn Timber:	5 ½"fir - new
Deadwood:	fir
Floor Timbers:	2 ¾" fir – new aft
Ribs:	Oak - 2 ¾" x ½" & 2 ¾" x 5/8" stacked, on 9" centers, with extra 2" x 5/8" on top, below bilge stringers
Sheer Clamp:	Upper /Forward -- 3 ½" x 2 ½" fir Lower/Aft -- 2" x 6" fir & yellow cedar
Bilge stringers:	Fir – triple 2 ¾" x 1 ¾"
Stern:	Fantail
Rim Timbers:	yellow cedar - new
Rubrail / Guards:	New red cedar ' under-guards '
Deck:	1 ¾" " red cedar – caulked – new

Deck Beams: 4 " x 4 " yellow cedar, on 18" centers, with 2 ¾" yellow cedar hanging knees at main wheelhouse and lodging knees at tow bitt beams.

Hatch Coamings: 3" yellow cedar

Tow Bitts: yellow cedar"

Cabin Carlins: 4" x 3 ¾" yellow cedar

Cabin Framing: 2" x 2" yellow cedar

Cabin Siding: ¾" x 3" red cedar tongue & groove in stock – not installed

Roof Beams: 2 5/8" x 2" - 14" centers

Tie Rods: Vertical - ¼" galvanized steel ' ready rod ' at each house post.

Horizontal - ¼" galvanized steel – ends threaded

- cabin carlins to sheer clamps

ENGINE SYSTEMS

Main Engine:	EASTHOPE	Marine Gear:	EASTHOPE
Model:	3 cylinder '20/30'	Ratio:	1:1
Serial Number:	515539		
Horsepower:	20 @ 700 RPM	Instrumentation:	none
	30@ 1000 RPM		
Hours:	zero on 'rebuild'		
Age:	Circa 1953 – '54		
Engine Beds:	4" x 12" fir - new, on		
	10"x 10" fir – original -- .-		
	...-- bolts new		
Engine Mounts:	solid		
Cooling Type:	fresh water -- keel coolers		
	1" copper – two runs		
Exhaust System:	not installed		

The engine(s) and related mechanical equipment were not inspected or test run.

Fuel Systems:

Fuel Type:	gasoline	Tank Fillers:	no t installed
Tank Capacity:	2 x 50 gallon	Tank Material:	steel
Fuel Lines:	USCG Type A1 Neoprene	Tanks Vented:	not installed
Water Separator:	no		
Location:	pt & stbd of engine	Shutoff Valves:	at tanks

Tanks reported taken from Canoe Cove power boat ie not new, but appear in good condition. Fuel tanks were not tested. Life expectancy for tanks such as these can vary from 25 to 50 years.

Bilges: clean, dry

Pumps:	Location	Discharge
None installed - See Recs		

WIRING and ELECTRICAL

None Installed

CONTROLS and DRIVE TRAIN

Steering:	Wheel to chain & cable to steel quadrant - not installed	Skeg:	Steel
		Rudder:	steel plate - new

Shaft:	2" Stainless steel	Rudder Gland:	steel tube - new
Stern Bearing:	Cutless – new	Shaft Gland:	bronze - good
Propeller:	25 " 3 blade not obs.	Below Keel:	no
Zincs:	not installed	Electrolysis:	none obs.
Controls:	none		

SEA CONNECTIONS

None

BUILDING MATERIALS

5/8" x 4.5"	yellow cedar (lining)	– rough	- 530 lin. ft. - $ 500
4" x 13/16"	yellow cedar	-- t.& g.	- 630 lin. ft - $ 2205
misc. dimension	red & yellow cedar	-- rough	- 240 bd. ft. - $ 720
2" x 8" x 10' fir		-- rough	- $ 25
1" x 4"	red cedar	– t.& g.	- 200 lin. ft. - $ 700
			$4,150

REMARKS AND DESCRIPTION

This is a classic early 20th century design small coastal tug boat with narrow beam and fantail stern, easily driven and designed for general purpose towing in local waters . Over the last 20 years it has had a major rebuild with all deteriorated hull components replaced with new, so as to maintain it's historical value..

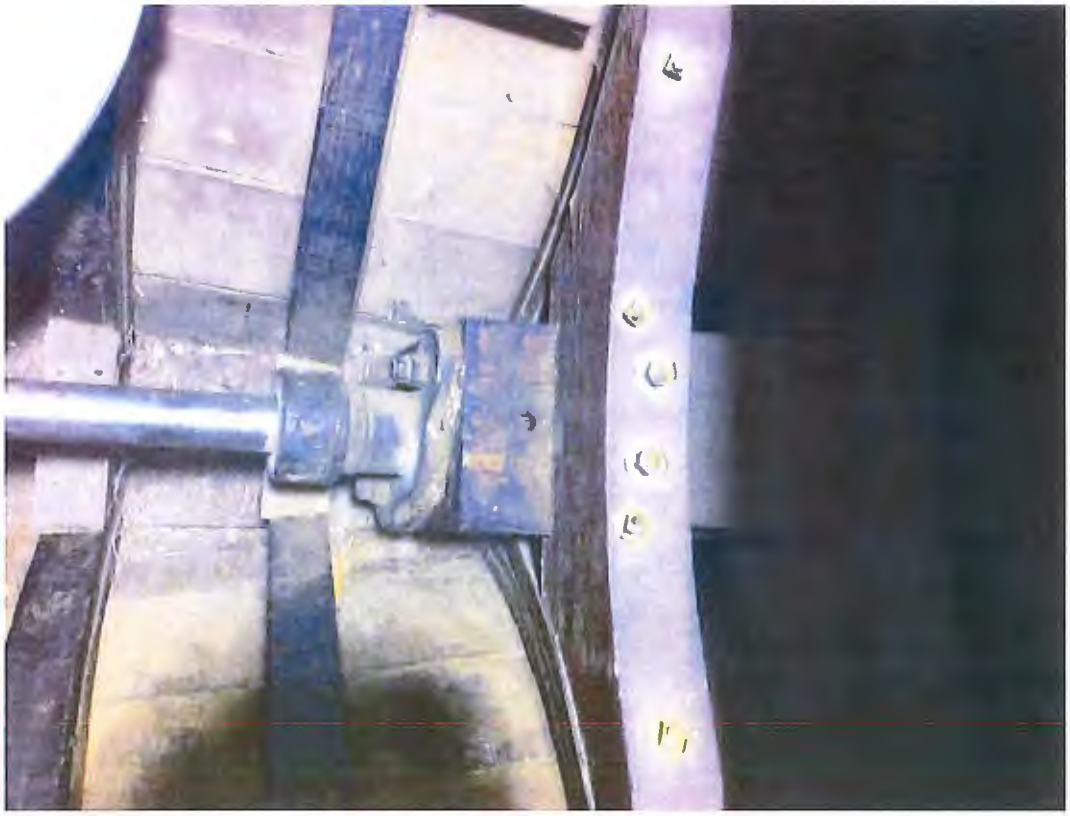
Most original hull components forward of the wheelhouse were sound and were retained but all decking, deck beams and cabin framing is new . Aft of the wheelhouse, all hull and deck components are new except for the keel, sternpost and some planking. The entire hull is re-fastened and re-caulked. All hull lining is removed and material for new yellow cedar lining is on hand, as is material for deck house sides and roof covering.

A classic three cylinder EASTHOPE' 20/30 ' engine has been rebuilt (re-ringed, cylinders honed & new connecting rods – FORDSON tractor) and is installed on new beds, with a 2" drive shaft and Cutless bearing and a new steel plate rudder is installed.

All work to date is completed with first class materials and workmanship ; design and components are reproduced 'as original build'.

General Arrangement:

There is a small foredeck and long trunk cabin with small wheelhouse midship . New house framing is installed, but it is not sided ,roofed or glazed; there is no door. New red cedar decks are installed on new yellow cedar deck beams and carlins with a new lazarette hatch coaming ; bulwarks are not installed. The interior or the vessel is open from stem to stern; interior; bulkheads and joinery is not yet installed.



Floor Timbers & packing gland

DEFECTS NOTED

. Accessible areas were tested by sounding where accessible and except if noted below the vessel was judged sound for its intended purpose. If more information is required, a program of core sampling is recommended.

This list is not meant to be exhaustive but to point out items of interest or concern.

1. Checks noted in the stem and stern posts ; these will close up when the vessel is launched.
2. Stopwaters are loose at forefoot ; these will tighten up when the vessel launched,
3. Some original ribs or sections of ribs remain in the vessel which show deep cracks ; these are judged sound for purposes now, but it is suggested that these be renewed at a later date.
4. Some original through hulls have been plugged with bungs. The exterior of these should be covered with lead "tingles" and blocking should be installed on these inside the hull.
5. The keelshoe is a bit loose, but should tighten up on launching.

ESTIMATED VALUES

	Present Market Value	Current Replacement Value
Vessel	$ 4,000.00	$ 125,000.00
Engine	$ 6,000	$ not built
Materials	$ 4,150	$ 4,150

Note: The vessel could bring $30,000 to $40,000 as an antique tug / pleasure cruiser, with a materials cost of under $10,000 to complete the re-build. But in it's present unfinished state it would be very difficult to sell inspite of the excellent rebuild to date.
However, because of the pristine condition of the rebuilt Easthope engine, gear and drive train for which there is an active market, a value of $10,000 is considered a reasonable price for the vessel and engine (materials extra)

CONCLUSIONS

This report does not deal with Coast Guard safety requirements. No stability test was performed. It is the owner's responsibility to ensure that the vessel is equipped to meet such requirements. This is not a certificate of seaworthiness.

This survey was conducted without removing equipment or panels, without core sampling and without test running equipment. This report is submitted without prejudice.

Subject to the items noted in the Recommendation Report receiving the required attention, this vessel is recommended for insurance coverage.

J R Down.
Marine Surveyor

January 29, 2016

Continued .... Recommendations Report

RECOMMENDATION REPORT

In Connection with the survey of: M.V. 'Burnaby'
Made on: 22 January, 2016
At: Ladysmith, BC

The following recommendations should receive the required attention before the vessel is launched.

1. When launched, the vessel should be kept at dockside and equipped with two120 volt sump pumps and one portable 3" gasoline powered ' trash' pump, with personnel on watch, until the planking has swelled tight to render her watertight, before it is moved from connection to shore power.
2. When disconnected from shore power, the vessel should be equipped with two 2000 GPH bilge pumps and adequate battery power and charger to maintain charge for bilge pumping service.

Mailed To: Britannia Shipyard
Att'n: Dee Bowley-Cowan

Address: 5180 Westwater Drive
Richmond, BC V7E 6P3

When the above recommendations have been complied with, please sign and forward to your insurance agent.

J R Down.
Marine Surveyor

28 January, 2016

This is to certify that the Recommendations have been completed in detail.

Date

Master / Owner

Telephone: (250) 655-0161 Fax: (250) 655-0869 meadowsmarine@shaw.ca

MEADOWS MARINE SURVEYORS LTD.

Marine Surveyors and Consultants
10322 Resthaven Drive
Sidney, B. C. V8L 3H1

MEMBER ABYC Setting Standards for Safer Boating

Dee Bowley-Cowan
Britannia Shipyard
5183 Westwater Dr.
Ricyhmond, BC V7E 6P3

Dear Madam:

SUBJECT: VALUATION SURVEY
VESSEL: M.V. "BURNABY"

Enclosed are duplicate copies of our report, for the above noted vessel, as requested. If you require any additional information, or if we can be of further assistance, please let us know.

Yours truly,

J.R.Down.
Marine Surveyor

January 29, 2016

M.V. Burnaby Restoration Plan

As per e-mail from Mr. Garnier dated January 31, 2016

Forward House:

- Tongue and groove, sides and top with supplied red and yellow cedar;
- Canvas forward and wheel house tops;
- Rub rail to finish canvas and define house and wheel house;
- Install yellow cedar ceiling wood (supplied, may need thickness planing); and
- Install side port lights in manner keeping with original photos.

Wheel House:

- Blocking and framing for windows; and
- Install windows forward and drop sash on sides.

Steering:

- Rudder shaft machine work to accept quadrant ("holds up" rudder);
- Refurbish and install steering blocks or make new and install;
- Make and install bulwark blocks/fairleads;
- Install ships wheel at forward wheelhouse bulkhead;
- Install steering chain/cable; and
- Grease shaft at zerk fitting below deck.

Power:

- Finish installation of tank fills and vents, route and connect fuel lines to filter and then engine;
- Incorporate and install header tank into coolant system of engine (keel coolers already installed);
- Using supplied bell cranks, hook up gear shifting mechanism; and
- Pack shaft, install propeller, once in water will need to align engine/shaft.

Make and Install:

- Forward guards, toe rails, bulwarks forward, bulwark caps(aft), house stepped mast for light; and
- Finish installing tow posts.

Stem:

- Cut to length after fitting forward splash guards (or bulwarks).

Electrical:

- Wire for forward, side, mast and stern lights.

Metalwork:

- Anchor davit, quadrant protector "hoop" to fasten to bulwarks.

M.V. FLEETWOOD

aka the Skeezik

Fleetwood: 2002 Britannia dock/boatyard

Homeport: Britannia Shipyards National Historic Site, Richmond, British Columbia

Year Built: 1930

Rig: N/A

Length Overall: 60 ft.

Beam: N/A

Draft: 6 ft.

Power: 3 engines

Transport Canada Registry #: 156889

History

The M.V. Fleetwood was built in 1930 at Vancouver Shipyards Ltd., specifically as a "rum runner." The boat was originally named the Skeezik and was powered with three engines: one diesel and two 450 horsepower liberty gas aircraft engines.

This power gave her the fast speed, of up to 40 nautical miles per hour, necessary to transport contraband liquor between Canada and the United States. The Skeezik could outrun most government patrol ships that might want to stop her activities. The Prohibition Era from 1920 to 1933 was an exciting and dangerous time and Skeezik early in its life received a gunshot into its bow after it came across a government patrol ship. After the end of the Prohibition the high speeds were not needed or economical and the boat was converted to a pleasure boat in 1934.

The structure of the boat consists of cedar, oak and mahogany throughout. Frames and beams are oak with inner and outer strakes of cedar planking. The inner strakes are diagonally laid while the outer strakes are in the conventional longitudinal manner. The stern transom is square. The deck is flush with a 16 inch forecastle strip at the forward.

The cabin coaming runs from the wheelhouse almost to the stern and supports the cabin structure, which has at least a height of 23 inches above the weather deck. The accommodation space is accessed by a starboard side entrance through the top hatch. The deck perimeter is outlined with bronze pipe stanchions that are fitted with teak or mahogany cap rails.

Proposed Use and Operating Profile

It is not currently suitable for safe public access and the hull of the vessel is not currently suitable for submersion in water. As a heritage asset in the community, consideration of future restoration options including full restoration, options as a static display on site, or even disposal of the M.V. Fleetwood will be considered in the larger context of the future planning for the Britannia Shipyards National Historic Site.

Maintenance and Repair Schedule

No maintenance or repair schedule required as the vessel is in dry dock.

Annual Operating Cost

- $0

Fleetwood in 2013

Fleetwood in 2014 – Wrapped and relocated to permit Shipyard restoration of marine ways.

Transport Canada Registry

Government of Canada / Gouvernement du Canada

Canada

Transport Canada

Details for registered vessel FLEETWOOD (O.N. 156889)

Vessel

Official Number	156889
Vessel Name	FLEETWOOD
Former Vessel Name	SKEEZIK
IMO Number	-
Hull Number	-
Year Built	1930
Year Rebuilt	-
Port of Registry	VANCOUVER
Registry Date	1930-08-02
Certificate Expires	2016-12-31
Number of Encumbrances	0

General Statistics

Vessel Type	NON-COMMERCIAL / PLEASURE CRAFT
Gross Tonnage	31.51
Net Tonnage	18.22
Construction Type	CARVEL/FLUSH
Construction Material	WOOD
Vessel Length (m)	17.22
Vessel Breadth (m)	3.69
Vessel Depth (m)	1.83

Engine

Engine Description	DIESEL
Number of Engines	3
Propulsion Type	SELF-PROPELLED
Speed (knots)	10.0
Propulsion Method	TRIPLE SCREW
Propulsion Power	80
Unit of Power	BRAKE HORSEPOWER

Builder

Name	VANCOUVER SHIPYARDS LTD.

Date Modified: 2013-10-17

Address	
City	VANCOUVER
Country	CANADA
Postal Code	-

Owners

Sequence #1. Number of Shares: 64

Name	BRITANNIA HERITAGE SHIPYARD SOCIETY
Address	5180 WESTWATER DR.
City	RICHMOND
Country	CANADA
Postal Code	V7E 6P3

Authorized Representative

Name	BRITANNIA HERITAGE SHIPYARD SOCIETY
Address	5180 WESTWATER DR.
City	RICHMOND
Country	CANADA
Postal Code	V7E 6P3

PHILIP J. OLDHAM MARINE SURVEYOR LTD.

215 East 28th Street, North Vancouver, British Columbia V7N 1C1 Canada
Tel (604) 984-7286 • Fax (604) 984-7276 • eMail philipoldham@shaw.ca

June 29, 2012

Britannia Heritage Shipyard Society
5180 Westwater Drive
Richmond, B.C.
V7E 6P3

Dear Sirs:
RE: Heritage vessels
"IONA" "STARLINER" "MERILEE II" "FLEETWOOD"
Restoration possibilities & cost
File number PO/1630-12

I have been asked by the Britannia Heritage Shipyard Society to provide my opinion as to the restoration possibilities and estimated cost to restore the motor vessels "Iona", "Starliner" and "Merrilee II" to a functioning and operable condition.

In addition, I have been asked to provide my opinion as to the restoration possibility and cost to restore the motor vessel "Fleetwood" to three stages of restoration; to be a land based stationary public display, to be a floating, functional vessel for public display in her present configuration and to be a fully functional vessel with the original, rum runner configuration and propulsion.

This report is based on information provided in the Restoration Possibilities and Preservation Plan report on the vessels dated August/November 2011

Restoration costs are based on a labor rate of $65.00/hour plus materials. The labor rate does not take into consideration work completed by the Society's volunteer labor.

Information included in this report is the opinion of the undersigned and has been determined after consultation with industry professionals, reviewing information from internet sources and personal experience.

No guarantee is made with respect to the information presented.

"FLEETWOOD" ex "SKEEZIK"

The vessel was built by Vancouver Shipyard in 1930 for the transport of contraband liquor from Canada to the United States. She was converted to a pleasure vessel in 1934.
I have been asked to provide my opinion for three restoration options.

OPTION ONE;

Restoration to a suitable condition for her to be placed on land as a static display providing access for the public to walk through and view the vessel's interior.
Work to complete this option would involve general clean-up of the vessel and moving her from her present location on the ways to the display location (to be determined). It is assumed the vessel's superstructure would be modified to that of the "SKEEZIK"
Hull exterior; to fill damaged wood planking, repaint hull and refinish brightwork
Install two propeller shafts and propellers to show running gear during rum running career.
Superstructure; to remove existing superstructure and modify to rum runner configuration
Interior; to fit paneling to complete interior appearance, paint and finish brightwork
To repair cabin soles,
To install 120 volt wiring as per municipal code,
To clean machinery space, removing redundant equipment
To provide display material describing her rum running career and any relevant archival material.
It is my opinion the cost to prepare the vessel as a static, on-land display would be approximately:

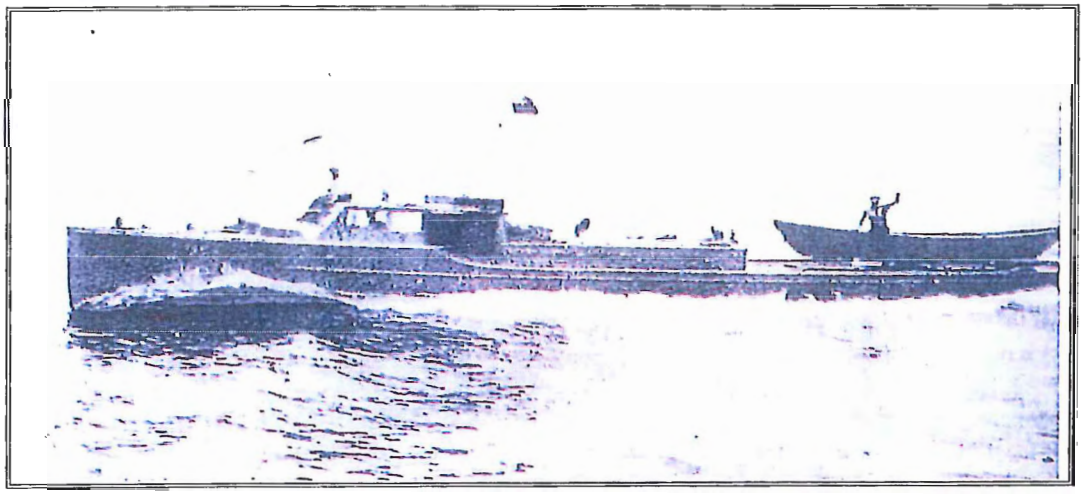
Labor 200 man days (1,400 hr) @ $65/hr	$91,000.00
Materials	50,000.00
Total	$141,000.00

OPTION TWO;

In her present (recreational) configuration restore her to a functioning condition capable of travelling local waters to boat shows and display functions.
In order to determine a cost to restore the vessel, the cost to build a new, comparable vessel today was determined; discussions with local shipwrights indicated an approximate replacement cost of $3-4 million depending on the quality of finish.
Three independent shipwrights inspected the vessel and each agreed the hull planking was not usable for a functioning vessel.
As reported in the Restoration Possibilities and Preservation Plan the vessel's structure is in poor condition and in order to restore her to a functioning condition the hull would have to be rebuilt. Much of the accommodation structure is usable and could be integrated in the final result. Fuel and water tanks would have to be replaced and all operating systems installed. The condition of the engine is unknown; I understand the engine was functional in 2001 & depending on the extent of preservation prior to lay-up the unit may be serviceable without rebuild.
A time estimate of four man years could be expected for completion of the restoration. The work could be completed where she lies on the ways.
It is my opinion the cost to restore this vessel would be approximately:

Labor 4 man years (8000 hrs) @$65/hr	$520,000.00
Materials	150,000.00
Engine rebuild	50,000.00
Total	$720,000.00

OPTION THREE



To restore her to her original configuration as the "SKEEZIK" including the propulsion system, capable of travelling local waters to boat shows and display functions.
This option would require a virtual reconstruction of the vessel. As reported in Option Two, the hull structure must be rebuilt and the superstructure would have to be redesigned to conform to her original style. Vancouver Shipyard (now Seaspan) advises the original plans are not available.
With the exception of the propulsion system the reconstruction would probably be about the same as in Option Two ($670,000.00).

An extensive search of the internet has revealed much information about the V12 engines but very little on units for sale; two were sold in England for $55,000 each, one in Florida (installed in a replica 38' rum runner) for $58,000.
The original propulsion system included a small diesel engine installed on the centerline for general purpose propulsion with the Liberty V12's for high speed performance. It is estimated such a unit might be in the range of 40 hp.
For the purpose of this report it is estimated a cost of $250,000 could be expected to have the engines installed in the vessel.
It is my opinion the cost to restore the vessel as original would be approximately;

Labor 4 1/2 man years (9,000 hrs) @$65/hr	$585,000.00
Materials	150,000.00
Engines & systems	250,000.00
Total	$985,000.00

OTHER OPTIONS
While it is preferable for the hull to be rebuilt thus restoring the vessel to her original condition, another option would be to laminate fibreglass and resin over the existing hull. This work would require removing the present coatings to expose the wood planking. Layers of fibreglassing resin and cloth could be applied, providing a water tight seal and some strength. In order to provide hull stability all deteriorated hull framing would have to be replaced or sistered.
This is not a long term solution but would save much of the cost of rebuilding the hull.
Estimated cost to apply fibreglass materials to the hull

Labor	$100,000.00
Materials	25,000.00
Total	$125,000.00

With respect to the vessel's engine; if inspection reveals the existing engine is inoperable or not repairable, the engine from the "Shuchona IV" may be used to replace the existing unit.

CONCLUSION
Each of the vessels discussed in this report will require a planned maintenance schedule and budget to preserve their restored condition.

Philip J. Oldham
Marine Surveyor

PORTAGE QUEEN

Portage Queen: 2015 Port Townsend

Homeport: Britannia Shipyards National Historic Site, Richmond, British Columbia

Year Built: c. mid 19th century

Rig: Power vessel

Length Overall: 24 ft.

Beam: 6 ft. 6 inches

Draft: 2 ft.

Power: Easthope

Transport Canada Registry #: Not registered

History

In 1874, the Portage Queen rowboat was discovered floating in the waters off the West Coast of Vancouver Island. It was thought that she had fallen from the decks of a square-rigger at sea. Since her discovery, the Portage Queen has undergone numerous modifications including the addition of an engine and structural improvements. She was purchased by Captain Joe Higgs in 1988. His research on the history of the vessel confirmed that she was designed as a Captain's Gig (a boat used as a Captains private taxi).

Proposed Use and Operating Profile

The vessel is used to promote Britannia Shipyards National Historic Site and tourism for the area at the Port Townsend Wooden Boat Festival. It is also used as a landside display at Ships to Shore and Richmond Maritime Festival. Since Britannia Shipyards National Historic Site is participating in more festivals and events, the Portage Queen acts as a showcase for the site's marine engine exhibit in the Seine Net Loft with her Richmond-built Easthope engine.

Maintenance and Repair Schedule

Refer to **Maintenance Schedule for all City Owned Vessels** for details.

Annual Operating Cost

- $1,500
- Does not include painting every three years.

Survey

PHILIP J. OLDHAM MARINE SURVEYOR LTD.

215 East 28th Street, North Vancouver, British Columbia V7N 1C1 Canada
Tel (604) 984-7286 • Fax (604) 984-7276 • eMail philipoldham@shaw.ca

September 17, 2012

City of Richmond
Britannia Heritage Shipyard
5180 Westwater Drive
Richmond, B.C. V7E 6P3
Attention Mr. Bryan Klassen

Dear Sirs;

RE: Donation of 24' power vessel
Estate of Gary Cook
File No. PO/1722-12

I have been asked to provide my opinion as to the value of the MV "PORTAGE QUEEN" for the purpose of providing the widow of Gary Cook with a taxable donation receipt.

General Description

Length	24'
Beam	6'6"
Construction	believed to be carvel planked red cedar planking on oak ribs with varnished mahogany trim and varnished fir interior.
Propulsion	functional vintage two cylinder EASTHOPE marine gasoline engine.

The vessel was reportedly built in the mid 1800s and restored by Gary Cook in approximately 2010. Restoration included rebuilding the interior to its present configuration and repairing the underwater hull surface and applying a sheathing of epoxy resin and fibreglass cloth.

Condition;
The vessel was found to be in good restored condition.

Valuation:
In my opinion the vessel has an estimated value of $10,000.00. This amount takes into account the vintage value of the vessel and its engine.

The receipt should be made to:
Mrs. Kathryn Cook
#806 – 168 Chadwick Court
North Vancouver, B.C. V7M 3L4

Yours truly

Philip J. Oldham
Marine Surveyor

SILVER ANN

Silver Ann: 2014 Britannia dock

Homeport: Britannia Shipyards National Historic Site, Richmond, British Columbia

Year Built: 1968-1969

Rig: Gillnetter

Length Overall: 35 ft.

Beam: 10 ft.

Draft: 4 ft.

Power: self-propelled

Transport Canada Registry #: 330746

History

The Silver Ann was built in 1968-69, and was the last boat constructed at the Britannia Shipyards, inside the Richmond Boatbuilders building. This gillnetter was built by S. Asari for George Osaka, in the year of his 25th wedding anniversary (the silver anniversary), which is why she is named the "Silver Ann."

In November 2001, she was acquired by the City of Richmond and was brought back home to be restored inside the Richmond Boatbuilders Building. She is believed to still have her original engine. For the Silver Ann, history has come full circle in more ways than one. Clint Osaka, one of the volunteers who helped to restore her, is the great nephew of George Osaka, her original owner.

Proposed Use and Operating Profile

The Silver Ann is currently used to animate the site's waterfront for public tours and is a part of the Working on the Waterfront School education programs. It is also showcased as a tourism attraction for site visitors and at the City's Ships to Shore and Richmond Maritime festivals as it was the last boat built on site.

Maintenance and Repair Schedule

Refer to **Maintenance Schedule for all City Owned Vessels** for details.

Annual Operating Cost

- $5,000
- Does not include painting every three years.

Transport Canada / Transports Canada

CERTIFICATE OF REGISTRY
CERTIFICAT D'IMMATRICULATION

Vessel name - Nom du bâtiment :	Official number - N° matricule:	Port of registry- Port d'immatriculation:	IMO - OMI #:
SILVER ANN	330746	VANCOUVER	

Gross tonnage - Jauge brute:	8.84
* Net/Register tonnage - Jauge nette/registre:	6.40
* Assigned Formal Tonnage does not assign a Net/Register Tonnage * Jauge assignée formelle n'attribue pas une jauge nette au registre	

Length - Longueur:	9.24 m
Breadth - Largeur:	2.77 m
Depth - Creux:	1.10 m

All up weight (Air cushion vehicles) - Poids total admissible (Véhicules à coussin d'air) : KG	Model designation (Air cushion vehicles) - Désignation du modèle (Véhicules à coussin d'air):

Hull material - Matériel de la coque:	Propulsion:	Brake power - Unité de puissance:
WOOD	SELF-PROPELLED	126 KW

Builder's name and place of build - Nom du constructeur et lieu de construction:	Build - Construction: 1969/00 yyyy-mm - aaaa-mm	Vessel descriptor – Descripteur de bâtiment: FISHING
BRITANNIA SHIPYARDS STEVESTON, BC CANADA		

Owner(s) name and address - Propriétaire(s) nom et adresse:

CITY OF RICHMOND
6911 NO 3 RD
RICHMOND, BC
CANADA V6Y 2C1

Name and address of authorized representative Nom et adresse du représentant autorisé:	Date of first registry (at current port) Date de la première immatriculation (au port courant):
CITY OF RICHMOND 6911 NO 3 RD RICHMOND, BC CANADA V6Y 2C1	MAY 02, 1969

Remarks/Remarques:

THIS CERTIFICATE IS NOT VALID IF ALTERED. THE CERTIFICATE OF REGISTRY MUST BE KEPT ON BOARD WHILE THE VESSEL IS IN OPERATION. FAILURE TO REPORT ANY CHANGES, INCLUDING A CHANGE OF ADDRESS TO THE PORT OF REGISTRY, MAY RESULT IN THE SUSPENSION/CANCELLATION OF THE REGISTRATION.

SI MODIFIÉ, CE CERTIFICAT N'EST PAS VALIDE. DURANT L'EXPLOITATION DU BÂTIMENT, LE CERTIFICAT D'IMMATRICULATION DOIT TOUJOURS RESTER À BORD. À DÉFAUT DE RAPPORTER DES CHANGEMENTS, Y COMPRIS UN CHANGEMENT D'ADRESSE AU PORT D'IMMATRICULATION, IL PEUT Y AVOIR COMME CONSÉQUENCE LA SUSPENSION/RÉVOCATION DE L'IMMATRICULATION.

Issue date - Date d'émission:	This certificate expires at the end of - Ce certificat expire à la fin de:
OCTOBER 04, 2016	NOVEMBER, 2019

Issued at - Émis à:	Signature
Vessel Registration/Immatriculation des bâtiments **Marine Safety/Sécurité maritime** **Transport Canada/Transports Canada** Ottawa	Lynda Gray (Chief Registrar - Registraire en chef) (CSA 2001 - LMMC 2001 s.42)

84-0169 (0711-04)

Canada

STARLINER

Starliner

Homeport: Britannia Shipyards National Historic Site, Richmond, British Columbia

Year Built: Unknown

Rig: Gillnetter

Length Overall: 35 ft.

Beam: N/A

Draft: 4 ft.

Power: Unknown

Transport Canada Registry #: Not registered

History

The vessel was originally designed as a 35 foot gillnet fishing vessel that operated in the Fraser River and was built by the Lubzinski brothers.

Proposed Use and Operating Profile

It is not currently suitable for safe public access and the hull of the vessel is not currently suitable for submersion in water. It resides in dry dock in the boat yard at Britannia Shipyards National Historic Site.

Maintenance and Repair Schedule

Refer to **Maintenance Schedule for all City Owned Vessels** for details.

- No maintenance or repair required as the vessel is in dry dock.

Annual Operating Cost

- $0

PHILIP J. OLDHAM MARINE SURVEYOR LTD.

215 East 28th Street, North Vancouver, British Columbia V7N 1C1 Canada
Tel (604) 984-7286 • Fax (604) 984-7276 • eMail philipoldham@shaw.ca

June 29, 2012

Britannia Heritage Shipyard Society
5180 Westwater Drive
Richmond, B.C.
V7E 6P3

Dear Sirs:
RE: Heritage vessels
"IONA" "STARLINER" "MERILEE II" "FLEETWOOD"
Restoration possibilities & cost
File number PO/1630-12

I have been asked by the Britannia Heritage Shipyard Society to provide my opinion as to the restoration possibilities and estimated cost to restore the motor vessels "Iona", "Starliner" and "Merrilee II" to a functioning and operable condition.

In addition, I have been asked to provide my opinion as to the restoration possibility and cost to restore the motor vessel "Fleetwood" to three stages of restoration; to be a land based stationary public display, to be a floating, functional vessel for public display in her present configuration and to be a fully functional vessel with the original, rum runner configuration and propulsion.

This report is based on information provided in the Restoration Possibilities and Preservation Plan report on the vessels dated August/November 2011

Restoration costs are based on a labor rate of $65.00/hour plus materials. The labor rate does not take into consideration work completed by the Society's volunteer labor.

Information included in this report is the opinion of the undersigned and has been determined after consultation with industry professionals, reviewing information from internet sources and personal experience.

No guarantee is made with respect to the information presented.

"STARLINER"

The vessel was originally designed and built as a gillnet fishing vessel operating in the Fraser river. She is in very poor condition having been left unprotected and not maintained for many years.

In order to determine a cost to restore the vessel, the cost to build a new, comparable vessel today was determined; discussions with local shipwrights indicated a replacement cost of approximately $750,000, not including any fishing related equipment. As per the Restoration Possibilities report the basic hull may be restorable however, the superstructure, decks and interior would have to be rebuilt. It may be possible to rebuild the Ford gasoline engine but a diesel unit would be desirable.

It is my opinion the cost to restore this vessel would be approximately:

Labor -1 ½ man years (3,000 hrs) @ $65/hr	$195,000.00
Materials	50,000.00
Engine rebuild	5,000.00
Total	$250,000.00

The cost of fishing related equipment would have to be researched separately as its availability is unknown.

City of Richmond

Report to Committee

To:	Finance Committee	**Date:**	November 30, 2016
From:	Jerry Chong, CPA, CA Director, Finance	**File:**	03-0985-01/2016-Vol 01
Re:	**2017 Proposed Operating Budget**		

Staff Recommendation

That:

1. The 2017 Operating Budget presented in the staff report report titled 2017 Proposed Operating Budget dated November 30, 2016 from the Director, Finance with a total tax increase of 1.89% before additional levels of service, be approved.
2. Ongoing additional levels in the amount of $162,682 with a tax impact of 0.08% as presented in Attachment 9 of the staff report titled 2017 Proposed Operating Budget from the Director, Finance be approved.
3. Ongoing additional levels for policing in the amount of $2,285,685 for 11 additional police officers and 3 municipal employees to support the RCMP detachment with a tax impact of 0.48% in 2017 and 0.51% in 2018 as presented in Budget Option 3 of the staff report titled 2017 Proposed Operating Budget from the Director, Finance be approved.
4. The Rate Stabilization Account be used to pay for the capital and other one time costs associated with the additional 11 police officers and 3 municipal employees to support the RCMP detachment for a total of $272,000.
5. A tax increase of 1.00% for community facilities infrastructure replacement needs as per Council's Long Term Financial Management Strategy, be approved.
6. That the 2017 Proposed Operating Budget as described above and the 2018-2021 same level of service base budget be included in the 5 Year Financial Plan (2017-2021).

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

Att: 12

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER	
CONCURRENCE OF SMT	INITIALS:
APPROVED BY CAO	

Executive Summary

The most recent Vancouver CPI forecasts from the Conference Board of Canada are 2.1% for 2017. The Municipal Price Index (MPI) is estimated at 2.7%, which is higher as CPI forecasts do not include factors such as wages for a unionized public sector workforce, such as Fire Rescue personnel and contract policing costs.

The City's operations are predominantly focused on programs and services, therefore expenditures are primarily labour intensive (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, in October 2016 through the Consolidated Fees Bylaw which comes into effect on January 1, 2017.

Same Level of Service

This 2017 Operating Budget report presents the same level of service base budget, including external senior government increases, and after new tax growth at $2.7M, resulting in a 1.19% tax impact.

Restoring Library Branch Hours

The same level of service budget includes reallocating $66,400 of funding from City contingency accounts to the Library to assist in restoring Library Branch hours. Staff worked closely with the Library to identify $133,600 within existing library budgets for a total of $200,000 required to restore hours to pre-2016 levels.

Budget Component	$000's	Tax Impact (%)
Net Budget Increase	$4,426	2.24%
External Senior Government Increases	612	0.31%
Less: Estimated 2017 New Tax Growth	(2,700)	(1.36%)
Same Level of Service Increase (LTFMS target: 2.1%)	**$2,338**	**1.19%**
Major Facilities-Year 4 of 7	654	0.32%
2017 Developer Contributed Assets OBI	110	0.06%
2017 Capital Program OBI - Year 1 of 2	275	0.14%
City Centre Community Centre North Year 1 of 4	355	0.18%
Subtotal	**$3,732**	**1.89%**
Additional Level Expenditures – City-Wide	163	0.08%
Additional Levels - Policing	1,224	0.62%
Less: Rate Stabilization of one-time capital costs	(272)	(0.14%)
Proposed 2017 Operating Budget Increase	**$4,847**	**2.45%**
Additional 1% Transfer to Reserves	**$1,980**	**1.00%**

Capital Operating Budget Impacts (OBI)

Operating Budget Impacts (OBI) include funding for new major facilities; it also includes OBI for the 2017 recommended Capital Program.

Additional Levels of Service

The recommended additional level expenditures includes funding for Let's Talk Richmond, managing storm events, and increased funding for Community programs. In terms of recommended additional level expenditures for policing, they include 11 police officers and 3 municipal employees to support the RCMP detachment.

Long Term Financial Management Strategy

The uncommitted reserve funding available for Building Reserves, as at September 30, 2016, is $38.1M. 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 ageing building infrastructure.

Summary

The proposed 2017 budget is in compliance with Council policies as the same level of service increase of 1.19% is lower than forecasted CPI target of 2.1%. It also ensures costs for increased levels of service associated with the new facilities are captured in order to maintain community livability bringing the tax increase to 1.89%. Council's emphasis on a safe community is also strengthened with the addition of 11 police officers and 3 municipal employees to support the RCMP detachment. Finally, it is in full compliance with the Long Term Financial Management Strategy (LTFMS) as it proposes a 1% increase for infrastructure replacement, specifically for community facilities.

Staff Report

Origin

Subsection 165(1) of the Community Charter requires the City to adopt a 5-Year Financial Plan (5YFP) Bylaw. The 2017 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 2017 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 Finance Committee meeting held on July 4, 2016, the following recommendation was approved:

> *That the services as presented in Attachment 2 of the staff report titled "2017-2021 Budget Process" dated June 13, 2016 from the Director, Finance be approved as the base for the 2017 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 2017 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. Refer to Attachment 3 for the 2017 Budget Cycle.

Environmental Scan

Economic Outlook

Richmond housing starts have maintained a steady 11% proportion of Metro Vancouver starts since 2009, with this indicator growing to 12% in the last three years. The construction value of Richmond's total building permits issued is $569 million as of September 30, 2016.

Refer to Attachment 4 for further information on the Economic Outlook.

Taxation

Richmond has the 5th lowest property taxes out of 21 municipalities in Metro Vancouver at $1,568 for an average residential property assessed at $763,269. This is based on the municipal portion only that City Council has control over, which is approximately half of the property tax billing. The rest pertains to Translink, School Board, Metro Vancouver and Municipal Finance Authority. Within the comparator group (i.e. top five municipalities based on population), Richmond continues to have the 2nd lowest municipal tax for the average residential assessment. Refer to Attachment 5 for a comparison of all Metro Vancouver municipalities.

Richmond is ranked 7th out of the 21 Metro Vancouver municipalities with regards to the business to residential tax ratio position of 3.24 amongst the Metro Vancouver municipalities. In other words, if a property was assessed at $1,000, the business property owner paid $3.24 while the residential owner paid $1.00. Richmond is the 3rd lowest in business to residential tax ratio when compared to its comparator group.

Overall, Richmond residential properties are highly sought after. When comparing with our comparator group, a single family detached home in Richmond has the third highest average 2016 assessed value of $1.16M, just behind Burnaby at $1.22M and Vancouver at $1.85M. Richmond property values are consistently high and property taxes reasonable relative to the services provided.

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 2016 allocation.

Table 1 – Casino Funding Allocation (in $000s)

Casino Funding	Allocation	2017 Budget	2016 Budget
Capital Reserve	30%	$5,426	$5,430
Grants	15%	2,713	2,715
Council Community Initiatives Account	2%	362	362
Debt Servicing	Fixed	5,000	5,000
Operating (RCMP)	4 Officers	676	657
Capital Building Infrastructure Reserve	Remainder	3,911	3,936
Total		**$18,088**	**$18,100**

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).

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.

Refer to Attachment 6 for a full analysis of the LTFMS.

Financial Position

Vulnerability – In 2015, Senior Government level transfers amount to 5.4% 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 2015, Richmond's Financial assets (cash, investments, receivables, etc.) to liabilities ratio is 2.9 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 2015 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)

2015 Tangible Capital Assets	NBV	Cost	Ratio
Land	$804	$804	100.0%
Tangible Capital Assets (Excluding Land)	1,259	2,201	57.2%
Total Tangible Capital Assets	**$2,063**	**$3,005**	**68.7%**

Uncommitted Reserve Balances

As at September 2016, the City has $157.9M 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)

Statutory Reserve Funds	Balance at September 30, 2016 (in millions)
Building Reserves	$38.1
General Reserve	42.5
Utility Reserves	72.6
Other specific purpose reserves	4.7
Total Uncommitted Reserve Balance	**$157.9**

The uncommitted funding available in Building Reserves (Capital Building and Infrastructure and Leisure Facilities Reserves) is $38.1M. Phase 1 of the Major Facilities Replacement Plan was $124.1M and the funding was predominantly from the Building Reserves.

The General Reserve (i.e. Revolving Fund) is used 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 for Roads and Parks Development and Acquisition projects funded by Development Cost Charges.

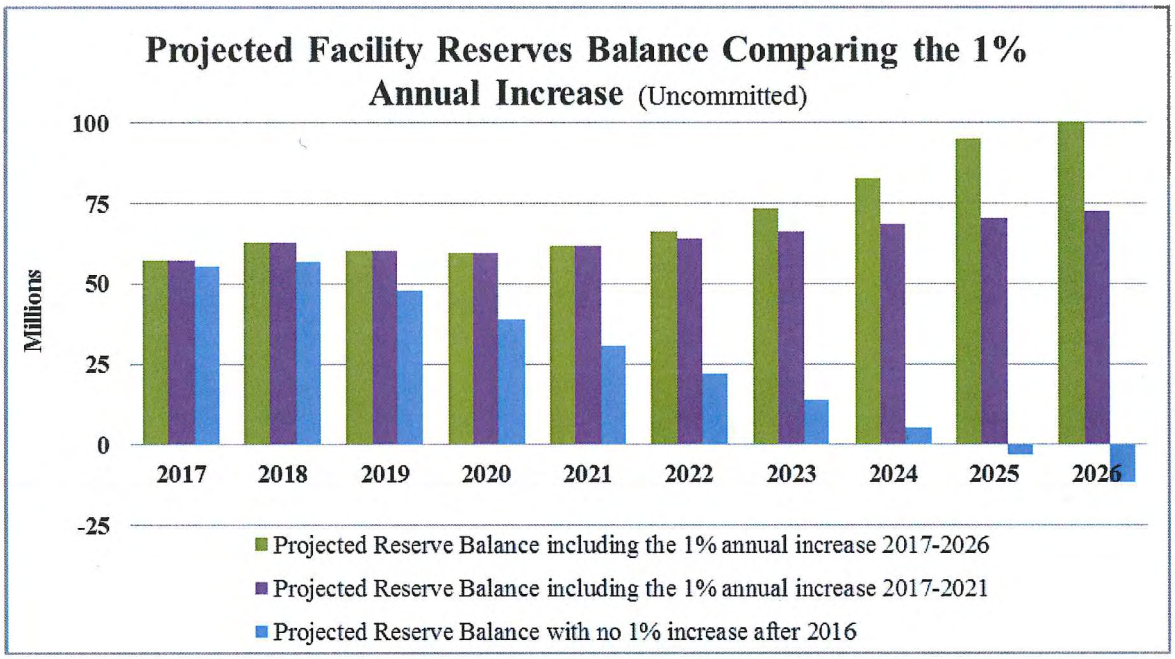
Development Cost Charges provide funding for Roads, Parks and Utility Infrastructure; however, this funding is prohibited for community facilities, fire halls and other civic buildings, which are the most visible assets provided to citizens. Therefore the City must plan to invest in building infrastructure to provide for the needs of the growing community.

In 2003, after years in which tax rates and transfer to reserves were not increased, Council recognized the need to maintain predictable and consistent tax increases while also addressing the declining reserve balances by adopting the LTFMS. The 1% transfer to reserve coincided with Council's decision to replace the City's ageing Community Safety facilities. Attachment 6 shows that in the 13 years since the policy was adopted, the policy has not been consistently

applied as no increase to transfers was made in 6 of the 13 years. In 2008-2011 the policy was waived due to interest earned on the Community Legacy and Land Replacement Reserve Fund.

It is important to continue to follow the Long Term Financial Management policy and it is estimated that the reserve fund may reach the optimal level of annual funding in 2021, if the 1% transfer to reserve is followed each year as shown in the purple (middle bar) in Figure 1.

Figure 1



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 construction of the Phase 2 Major Facilities plan as well as the tax impact from the associated OBI. The 2017 Capital Budget includes $2M for Advanced Design Planning.

Based on recent information received, there is a request for increased policing for Richmond.

In addition, downloading of services previously provided by senior levels of government such as affordable housing 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:

- Law and Community Safety
- Community Services
- Engineering and Public Works
- Finance and Corporate Services
- Corporate Administration
- Planning and Development

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	2016 Adjusted Net Budget	2017 Proposed Net Budget	Amount Change	Percent Change
Law and Community Safety	**81,417**	**82,924**	**1,507**	**1.85%**
Community Services	38,807	39,383	576	1.48%
Library	8,744	8,928	184	2.10%
Total Community Services	**47,551**	**48,311**	**760**	**1.60%**
Engineering and Public Works	**34,519**	**35,086**	**567**	**1.64%**
Finance and Corporate Services	**18,803**	**19,016**	**213**	**1.13%**
Corporate Administration	**9,287**	**9,496**	**209**	**2.25%**
Planning and Development	**5,324**	**5,323**	**(1)**	**(0.01%)**
Fiscal	**(196,900)**	**(195,118)**	**1,782**	**(0.90%)**
Net Increase	**($0)**	**$5,038**	**$5,038**	
Less: Estimated 2017 New Tax Growth		**(2,700)**	**(2,700)**	
Net Increase after New Tax Growth		**$2,338**	**$2,338**	**1.19%**

Restoring Library Hours

The same level of service budget includes reallocating $66,400 of funding from City contingency accounts to the Library to assist in restoring Library Branch hours. Staff worked closely with the Library to identify $133,600 within existing library budgets for a total of $200,000 required to restore hours to pre-2016 levels.

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 forecasted CPI of 2.1%, where possible through the Consolidated Fees Bylaw, effective January 1, 2017.

Key Financial Drivers

Preliminary Vancouver CPI forecasts from the Conference Board of Canada were estimated at 2.1% for 2016. In comparison, the Municipal Price Index is estimated at 2.7%.

Table 5 – 2017 Key Financial Drivers

Key Financial Drivers	Amount (in 000's)	Increase Proportion
Total Salary Increase[1]	$3,597	71.4%
RCMP Contract Increase [2]	1,226	24.3%
External Senior Government Related Increases	612	12.1%
2016 OBI Year 2 of 2	293	5.8%
Other Increases	665	13.2%
Increased revenue	(1,419)	(28.1%)
Decrease in Rate Stabilization	64	1.3%
Net Budget Increase	**$5,038**	**100.0%**

Sources:
[1] RFFA, Local 1286 agreement and estimated for CUPE 718 and 394 collective agreements
[2] RCMP E Division

Based on the key financial indicators shown in Table 5 $5.0M is required to fund the increasing costs of maintaining current programs and services.

Salaries are the largest non-discretionary increase to the City. CUPE 718 and 394 collective agreements are currently under negotiation. The Richmond Firefighters Association collective agreement is settled at 2.5% per year until 2019. The 2017 Base budget includes a preliminary estimate for salaries; however this may need to be adjusted depending on the outcome of current negotiations.

External Senior Government Related Increases

Council Policy 3707 item 2 states:

"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."

Table 6 summarizes the items included in the 2017 budget increase that are mandated by the following senior government legislation:

- *Police Act (Federal)*
- *Utilities Commission Act (Provincial)*
- *Emergency Communications Corporations Act (Provincial)*
- *Canada Pension Plan Act (Federal)*

In accordance with Council policy, these items are identified and included in the tax increase above and beyond the CPI target.

Table 6 – External Senior Government Related Increases (in $000s)

External Senior Government Related Increases	Amount
Canada Pension Plan Premiums	$300
BC Hydro Rate Increase	229
E-Comm 9-1-1	68
DNA Analysis Services	15
Total	**$612**

Tax Growth

New tax growth is based on "non-market change" figures provided by BC Assessment Authority. Non-market change is the term BC Assessment 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 30th 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 2017 is estimated at $2.7M.

Additional Levels of Services

2017 OBI Related to 2017 Capital Budget

The total OBI from the 2017 recommended Capital program is $1,130,426. Table 7 presents the 2017 OBI by Capital program. Of this amount $581,503 is associated with utility projects and will be included in future utility budgets. The operating budget impact is $548,923. 2017 OBI will be phased in over two years.

Table 7 – Recommended 2017 Funding and OBI by Program (in $ '000s)

Program	Amount	OBI
Infrastructure	$41,059	$910
Land	16,000	-
Parks	9,143	101
Internal Transfers/Debt Payment	4,889	-
Equipment	11,103	113
Building	6,265	(25)
Public Art	611	31
Affordable Housing	3,735	-
Child Care	120	-
Contingent External Contribution	10,000	-
Total 2017 Capital Funding & OBI	**$102,925**	**$1,130**
Less: Utility Budget Impact		$582
2017 OBI - to be phased in over two years		**$548**

Previously Approved OBI for Major Facilities

The total OBI from the 2014 Capital program was estimated at $3.95 million, which included funding for major facilities including the City Centre Community Centre and the new Minoru Complex (Aquatics and Older Adults Centre). This OBI is being phased in with increments of $600,000 to align with the timing of services provided. The phase-in plan will be completed in year 2020.

Fire Hall 3 is currently under construction and based on changes in scope from the time the original project was planned in 2009, the estimated operating cost has been finalized. The additional OBI required is $108,404, which will be phased in over two years 2016 and 2017 ($54,202 per year) to align with the timing of expected completion.

Total OBI related to previously approved major facility projects is $654,202 and is summarized in Table 8.

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 2017 and will require funding for ongoing operation and maintenance. In addition, external grant funding received for advancing the Flood Protection Program has resulted in additional OBI.

- Flood Protection Program OBI: $31,250

  The City received $16.63M of grant funding from the Province of British Columbia to rebuild four drainage pump stations and upgrade various sections of the dike. These projects now form a part of the 2016 Capital Program and was adopted by Council at the June 27, 2016 Council Meeting. An operating budget increase was not included and this project reflects the operating budget increase that will occur as a result of the grant funding.

- River Green Village – Oval East Waterfront Park OBI: $25,169

  Ongoing funds are required to cover the cost of operating Phase 1 of the Oval East Waterfront Park which is being constructed by the developer of the adjacent property per RZ 2009-460962 and which is scheduled for completion in fall 2017. After the park has been constructed and maintained for one year the park will be transferred to the City's Park Operations. This will cover the ongoing maintenance of various items including planting beds, grass cutting, weed control, waste management and tree maintenance.

- Kingsley Estates Child Care Facility (Polygon) OBI: $38,833

  Polygon is providing, at their cost, a turnkey child care facility with 5,500 sq. ft. of indoor area and 5,000 sq. ft. of outdoor play area. The community amenity is being provided as a voluntary contribution related to RZ 13-649524. The estimated cost is not to exceed $3.3M, which is Polygon's amenity contribution. Polygon will hold and manage all of the funds for the project. The building will be completed in 2017 and the OBI has been based on current estimates for ongoing maintenance. The building will be leased to a non-profit child care operator who will share some of the maintenance responsibilities, particularly those involving operating expenses (e.g. utilities, janitorial and staff costs, etc.).

- Gardens Children's Centre (Second Floor) OBI: $14,794

  Ongoing funds are required to maintain the second floor of the Gardens Children's Centre and exterior landscaping. Funds for the maintenance of the first floor and a surface parking lot have been approved. Townline (the external partner) is renovating a sales centre and the first floor of the Coevorden Castle to create a new BC Building Code compliant child care facility on City-owned land. The facility upon completion will be turned over to the City. The second floor (2,300 sq. ft.) was not part of Townline's CAC

obligation related to RZ 08-450659 & RZ 10 - 546755. Renovation of the building is anticipated to be completed by 2017.

The total OBI related to these developer contributed assets is $110,045.

Table 8a and 8b summarizes the total Capital OBI for 2017 which is $1,393,702.

Table 8a – Previously Approved Capital OBI (in $000s)

Previously Approved Capital Operating Budget Impacts	Amount
Major Facilities Year 4 of 7	$654
2017 Developer Contributed Assets	110
Total	**$764**

Table 8b – Capital OBI Summary (in $000s)

Capital Operating Budget Impacts	Amount
2017 Capital Program OBI Year 1 of 2	$275
City Centre Community Centre North Year 1 of 4	355
Total	**$630**

Additional Level Expenditure Requests

The additional expenditure requests represent an increase to programs or levels of service and are usually funded through increases to the tax rate. Attachment 9 shows the list of recommended additional expenditure requests submitted by staff. For 2017, a total of $162,682 is recommended by SMT.

The recommendation includes sustainable funding for Let's Talk Richmond Contract, Regular Full Time Planner 3, Departmental Associate 3 – Building Department, Increased Building Service Worker (BSW) Hours at the Steveston Museum and the Tram Building, Plan Processing Clerk – Building Department, Additional Hours for Building Service Worker (BSW) and Kiln/Ceramics Contractor, Community Leisure Transportation (CLT) – Relocation of Service, Arts Centre: Increase to Operations, Increase Transfer to Fleet Reserve, and funding to respond to Storm Events.

Additional Level Expenditure Requests - Policing

Ongoing additional levels requested by RCMP are summarized in Attachment 10. Based on recent information, additional officers are required. For 2017, the RCMP has requested 22 new officers which would be deployed within one year of formalizing a request. In addition, the RCMP has requested 6 additional Municipal Employees to support the detachment.

On average, the cost of an additional officer is $152,000 or a 0.08% tax impact plus approximately $13,000 in initial capital costs. Attachment 10 presents the RCMP request in multiple lines for illustration purposes that the City has discretion over the number of new

officers to approve. Table 9 presents the option of approving 11 officers and 3 municipal employees.

As part of the 2016 budget, 12 additional officers were approved with no tax impact, due to $1.8M in reductions across the City. At the time of writing this report, 7 of the 12 officers have been deployed and the remaining 5 are expected by March 2017.

The total number of approved officers (including two civilian members) is 214, of which 11 are Gap funded (including one civilian member). In addition, the budget includes 17 IHIT officers.

Table 9 –Summary of Additional Level Expenditure Requests (in $000s)

Additional Level Expenditure Requests				Tax Impact (%)
Recommended (Attachment 9)			163	0.08%
11 Additional RCMP Officers	1,959	0.99%		
3 Additional Municipal Employees to support RCMP	268	0.14%		
Less: 2018 Phase-in Amount	(1,003)	(0.51%)		
Less: Rate Stabilization - one time initial costs	(272)	(0.14%)	952	0.48%
Total Additional Level Expenditures			**$1,115**	**0.56%**

Additional level requests that are not recommended are included in Attachment 11.

The Finance Committee has the discretion to change the recommendation for funding any of the additional level requests with resulting tax impacts.

Budget Options

This report presents three options for including additional levels expenditures for RCMP in the budget as summarized in Table 10:

1. No additional levels for policing.
2. Full tax impact of 22 officers and 6 Municipal Employee support staff.
3. 11 officers and 3 Municipal Employee support staff phased-in over two years

Table 10 – 2017 Budget Options

	Option 1	Option 2	Option 3
Same Level of Service Increase	1.19%	1.19%	1.19%
Previously Approved Operating Budget Impacts	0.38%	0.38%	0.38%
2017 Operating Budget Impacts	0.32%	0.32%	0.32%
Subtotal Before Additional Levels	**1.89%**	**1.89%**	**1.89%**
Additional Level Expenditures - recommended	0.08%	0.08%	0.08%
Additional Level Expenditures - no additional officers	-%		
Additional Level Expenditures - 22 officers and 6 support staff		1.94%	
Additional Level Expenditures - 11 officers and 3 support staff			0.48%
Total Additional Levels	**0.08%**	**2.02%**	**0.56%**
2017 Budget Increase	**1.97%**	**3.91%**	**2.45%**
Additional Transfer to Reserves	**1.00%**	**1.00%**	**1.00%**
Overall 2017 Tax Increase	**2.97%**	**4.91%**	**3.45%**

Budget Option 1 – No additional policing (not recommended)

This budget option is a tax impact of 1.97% plus 1% transfer to reserve for a total of 2.97%. No additional policing officers are added. 12 additional officers were already added to the 2016 budget and the City has not yet received all new officers.

Budget Option 2 – Full policing request (not recommended)

This budget option is a tax impact of 3.91% plus 1% transfer to reserve for a total of 4.91%. The 22 officers and 6 Municipal Employee support staff requested by RCMP are included in this option with funding secured in the base budget.

Budget Option 3 – Priority policing request with funding option (recommended)

This budget option is a tax impact of 2.45% plus 1% transfer to reserve for a total of 3.45%. The 11 officers and 3 Municipal Employee support staff requested by RCMP are included in this option. Due to the time required to hire and train new officers, this option proposes the 11 additional officers subject to Council approval, but phase-in the tax impact over two years to align with the timing of when the officers are expected to be deployed.

All options include the 1% Transfer to Reserve per Council's Long Term Financial Management Strategy.

Financial Impact

Staff recommend the proposed 2017 Operating Budget with a tax impact of 2.45% as summarized in Table 11.

Table 11 – 2017 Proposed Tax Increase (in $000s)

Budget Component	Amount	Running Total	Tax Impact	Cumu-lative Tax Impact
Same Level of Service Increase		**$2,338**		**1.19%**
Capital Operating Budget Impacts	1,394		0.70%	
Subtotal		**$3,732**		**1.89%**
Additional Level Expenditures	1,115		0.56%	
Same Level of Service Increase, After Growth, with Capital OBI, and Additional Level Expenditures		**$4,847**		**2.45%**
Additional 1% Transfer to Reserves	1,980		1.00%	
Same Level of Service Increase, After Growth, with Capital OBI, Additional Level Expenditures, and Additional Transfer to Reserves		**$6,827**		**3.45%**

Conclusion

Staff have prepared the 5-Year Financial Plan (2017-2021) utilizing the 2017 Operating Budget as the base.

Melissa Shiau, CPA, CA
Manager, Financial Planning and Analysis
(604-276-4231)

MS:jy

2017 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)	**CAO's Office**			
	• Corporate Administration	√	√	
	• Administrative Support Services (including the Mayor's Office & Councillors' Office)		√	√
	• Intergovernmental Relations & Protocol Unit			√
	• Corporate Programs Management Group			√
	• Corporate Communications		√	
	• Production Centre			√
	• Corporate Planning		√	
Deputy CAO (4)	**Human Resources**			
	• Training & Development		√	
	• Employee & Labour Relations	√	√	
	• Compensation, Job Evaluation & Recognition	√	√	
	• Workplace Health, Safety & Wellness	√	√	

Division	Department/Sections/Work Units	Types of Service		
		Core	Traditional	Discretionary
Community Services (20)	**Parks**			
	• Parks Operations (includes Asset Management, Construction & Maintenance, Turf Management, Horticulture, Urban Forestry)		√	√
	• Parks Programs (includes Nature Park)		√	
	• Britannia			√
	• Parks Planning & Design		√	√
	Recreation & Sport			
	• Community Services Admin.		√	√
	• Community Recreation Services (includes community centres)		√	√
	• Aquatic, Arena & Fitness Services		√	√
	• Sport & Event Services (includes volunteer management)			√
	• Planning & Project Services			√
	Arts, Culture & Heritage Services			
	• Arts Services (includes Art Gallery, Art Centre, Cultural Centre)			√
	• Heritage Services			√
	• Richmond Museum			√
	• Gateway Theatre (liaison)			√
	• Richmond Public Library (liaison)		√	√
	Community Social Development			
	• Social Planning			√
	• Affordable Housing			√

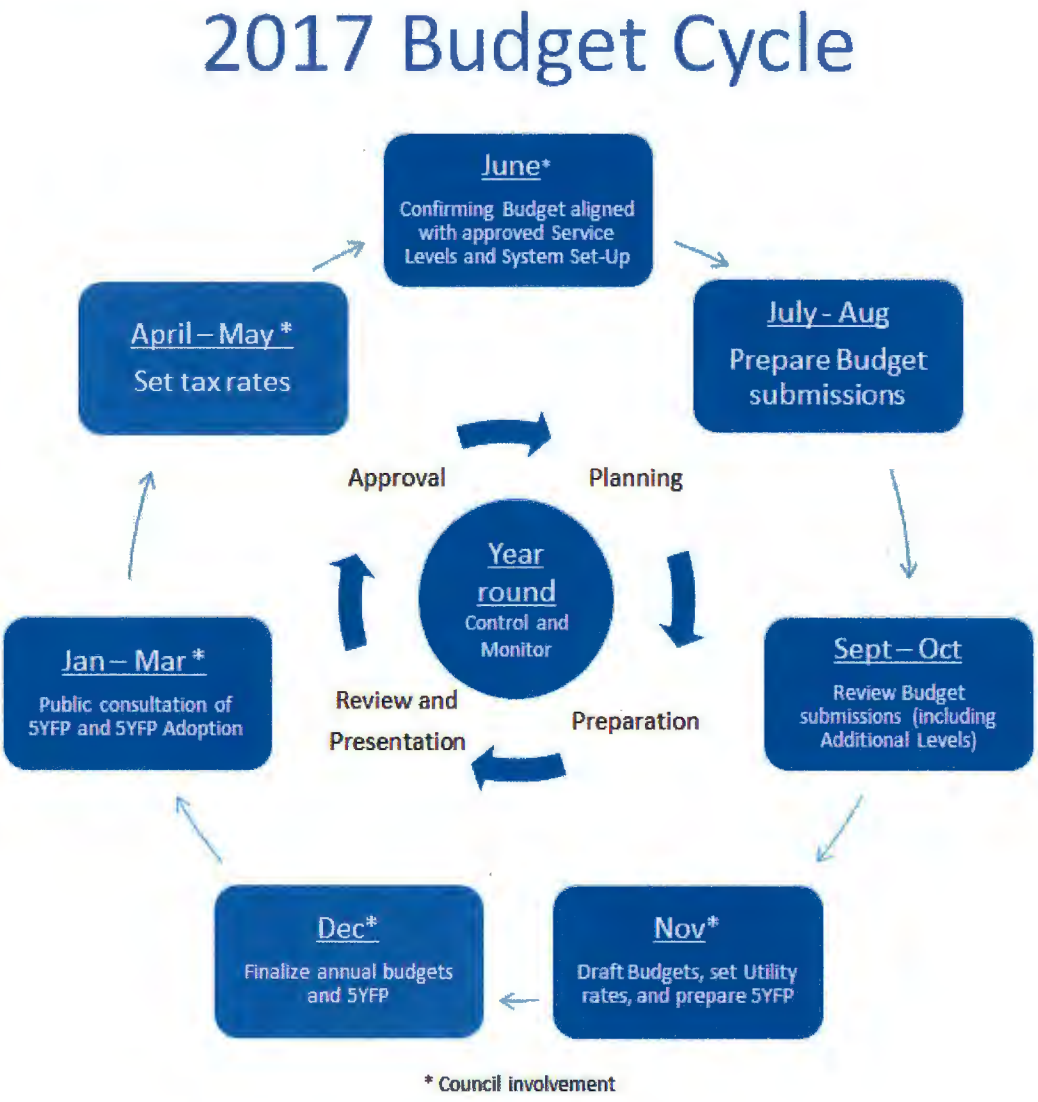
Division	Department/Sections/Work Units	Types of Service		
		Core	Traditional	Discretionary
	• Diversity & Cultural Service			√
	• Child Care Services			√
	• Youth Services			√
	• Senior Services			√
Engineering & Public Works (10)	**Engineering**			
	• Engineering – Planning	√	√	
	• Engineering – Design & Construction	√	√	
	• Facility Services		√	
	• Capital Building Project Development			√
	• Sustainability (includes district energy, corporate energy, environmental sustainability)			√
	Public Works			
	• Public Works Administration		√	√
	• Fleet Operations & Environmental Programs		√	√
	• Roads & Construction Services	√	√	
	• Sewerage & Drainage	√	√	
	• Water Services	√	√	

Division	Department/Sections/Work Units	Types of Service		
		Core	Traditional	Discretionary
Finance & Corporate Services (26)	**Finance**			
	• Finance Administration		√	√
	• Finance Systems		√	√
	• Financial Reporting	√	√	√
	• Financial Planning & Analysis	√	√	√
	• Revenue/Taxation	√	√	√
	• Purchasing and Stores		√	√
	• Treasury & Financial Services	√	√	√
	• Payroll		√	√
	Information Technology			
	• IT Administration		√	√
	• Business & Enterprise Systems		√	√
	• Innovation			√
	• Infrastructure Services		√	√
	• GIS & Database Services		√	√
	• Customer Service Delivery		√	√
	City Clerk's Office			
	• Operations/Legislative Services	√	√	
	• Records & Information	√	√	
	• Richmond Archives		√	√

Division	Department/Sections/Work Units	Types of Service		
		Core	Traditional	Discretionary
	Administration & Compliance			
	• Business Advisory Services		√	√
	• Business Licenses		√	√
	• Risk Management			√
	• Economic Development			√
	• Corporate Partnerships			√
	• Customer Service		√	√
	• Corporate Compliance			√
	• Performance			√
	Real Estate Services			√
Law & Community Safety (9)	**RCMP**			
	• Administration (includes Telecommunications, Records, Crime Prevention, Information Technology, Victim Assistance, Finance, Risk Management, Court Liaison)	√	√	√
	Fire-Rescue			
	• Administration	√	√	√
	• Operations	√	√	√
	• Fire Prevention	√	√	√
	• Training & Education	√	√	√
	Community Bylaws		√	√
	Emergency Programs	√	√	√

Division	Department/Sections/Work Units	Types of Service		
		Core	Traditional	Discretionary
	Legal Services		√	√
	Law & Community Safety Administration		√	√
Planning & Development (10)				
	Planning and Development – Admin	√	√	
	Transportation			
	• Transportation Planning	√	√	
	• Traffic Operations		√	
	• Traffic Signal Systems		√	
	Building Approvals			
	• Plan Review	√	√	
	• Building, Plumbing & Gas Inspections	√	√	
	• Tree Preservation		√	√
	Development Applications			
	• Developments	√	√	√
	• Major Projects			√
	Policy Planning	√	√	
Total = 86		27	60	63

3. 2017 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 2016" and providing forecasts to 2020 – note that all forecasts below precede the outcome of the U.S. presidential election on November 8, 2016.)

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 further slow to 3.1% in 2016 before recovering to 3.4% in 2017. The forecast, revised down by 0.1% for 2016 and 2017 since April, reflected a more subdued outlook for advanced economies following Brexit and weaker-than-expected growth in the U.S. in 2017[1].

Since the conclusion of the U.S. election, this forecast has been further challenged, as there is a large amount of uncertainty surrounding the fiscal and trade policies of the United States under a new president-elect. Indications for potential loosening of the U.S. fiscal policy through a substantial tax stimulus are pointing towards GDP, inflation and interest rates rising under a Trump presidency. The slowdown of trade growth since 2012, due to ongoing weakness in investment and decline in the growth of supply chains, is expected to continue, as economic uncertainty under a new U.S. presidency is likely to delay both consumer and business capital investment plans through the first quarter of 2017. A potential protectionist trade policy from the U.S. would further dampen global trade prospects and economists cite "trade wars" as the biggest risk to the global economy.

After a marginal 1.1% growth in 2015 and a great start to 2016, Canada's economy contracted as a result of oil production loss due to Alberta's wildfires in May and ongoing weakness in business investment. Rebuilding in Alberta and a fall 2016 federal stimulus measures in personal income tax and infrastructure spending resulted in a rebound in the last quarter of 2016. With Canadian interest rates expected to remain at 0.5% throughout 2017 and into 2018, improved opportunities for the KeystoneXL pipeline and the oil sector, and preventing radical changes in the trade policy between Canada and the U.S., it is forecast that Canada would benefit from economic growth South of the border in the short and medium term. The Canadian GDP growth rate for 2017 is set at 2.0% and average Canadian GDP growth for the 2017-2020 period is forecast at 1.8%.

[1] World Economic Outlook, IMF (October,2016)

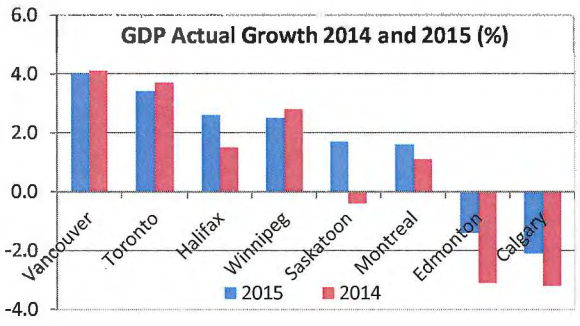
With declining global trade, business investment outside of the oil sector is expected to remain weak, dampening export growth prospects for Canadian firms that are reaching full capacity. Nationwide, exports are projected to expand by a mere 0.6% in 2016 and improve to a moderate 2.3% growth in 2017 (note that this forecast assumes the loonie to average $0.76 U.S. – the rate may change significantly based on changes in the fiscal and trade policies throughout the period South of the border).

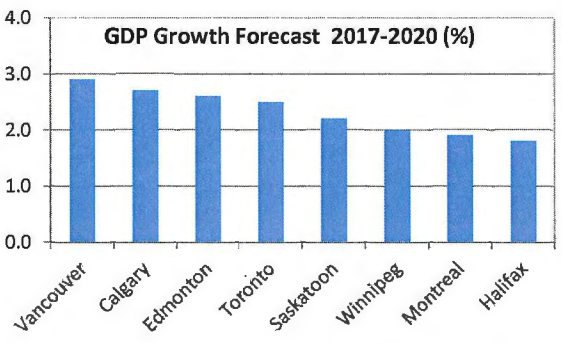
High personal debt levels are expected to limit consumer spending in Canada, with average annual retail sales expected to be at 2.3% over the next four years, a full percentage point less than the 3.3% average annual growth over the previous four years. Modest job growth is expected to bring the average unemployment rate to 6.6% over the 2017-2020 period, an insignificant 0.4% decrease from the 7.0% average unemployment rate registered over the 2013-2016 period.

Regional Trends

A booming housing sector has positioned B.C. as the nation's growth leader in 2016. However, poor affordability and government measures introduced to temper housing demand (the 15% tax on foreign home buyers that came into effect in August and the tax on vacant Vancouver properties to come into effect in 2017) are likely to lead to weaker housing demand and tempering of B.C. growth prospects in 2017. After a 3.0% and 3.8% growth in 2015 and 2016, respectively, B.C. average annual growth is estimated at 2.6% over the next four years. The average annual unemployment rate is expected to incrementally decrease from 6.2% over the last four years to 5.7% over the next four years.

For the second straight year, Metro Vancouver's economy is on course to outpace all major Canadian metropolitan areas by growing at 4.0% in 2016. Metro Vancouver's GDP is expected to grow at a slower 2.8% rate in 2017 and register an average growth rate of 2.9% over the next four years.





As a result of governments' new housing market cooling measures, housing starts are expected to fall from 28,000 in 2016 to 23,000 in 2017, and remain at that level over the next four years. Non-residential construction, including commercial, industrial and infrastructure related projects are expected to remain active well into 2020, with total construction output expected to grow by

7.4% in 2016 and 3.4% in 2017. Local firms in both the manufacturing and services sectors will continue to benefit from a low Canadian dollar and associated growth across related industries, such as transportation and warehousing, tourism and professional services. A downward adjustment in the output of construction, finance, insurance and real estate by $290 million is expected in 2017, as a result of the new housing market demand cooling measures. Over the next four years, Metro Vancouver's employment growth will continue at half the average pace from the previous four years, with the average unemployment rate expected to be at 5.2% over the next four years.

Local Trends[2]

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[3].

Not only does Richmond have a regional advantage in those industries, due to the presence of the port and airport, but also senior government policies focus on development of the Asia Pacific Gateway to support growth in those sectors. Furthermore, the macroeconomic environment of low Canadian dollar and interest rates defines these sectors as continued areas of expansion in the next few years. At the same time, these growth potential sectors are susceptible to downside pressures due to potential tightening of global trade policies.

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 12.6% and 17.7%, respectively, since 2012; passenger movement through YVR, up by 15% since 2012; and local hotel room revenue, up by 34% since 2012. Commercial vacancy rates are at historic lows, with office on par with the regional 8.2% vacancy rate and industrial at a below regional average of 2.5%, commercial product is expected to be coming online in the near future to accommodate business growth (particularly along the Canada Line where the office vacancy rate is virtually non-existent at 2.3%). Meanwhile, a robust housing market has continued to drive land costs up, rendering commercial lands not lucrative for development and exerting pressure on Richmond's employment lands inventory.

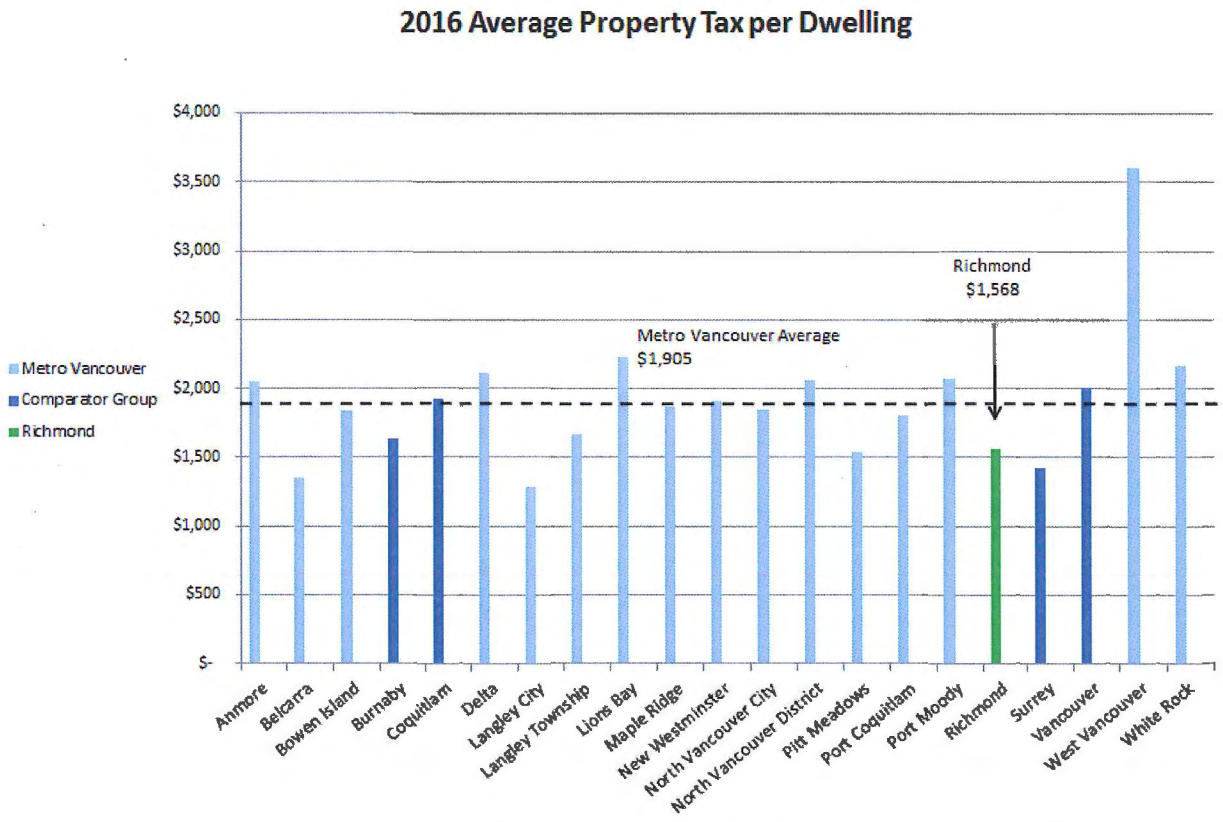
Housing starts have grown substantially across the region over the last five years. Richmond's share of housing starts represents an average of 10.5% of the regional total, while its share of the regional population has remained at approximately 9%, indicating that the local housing market has been outperforming the regional market.

[2] Source: Interactive Data, http://www.businessinrichmond.ca/data-centre/ (unless explicitly stated otherwise)
[3] Source: City of Richmond – Resilient Economy Strategy

Housing Starts	2012	2013	2014	2015	2015 (to Sep)	2016 (to Sep)
Richmond	1708	1427	3036	2657	1551	1765
Metro Vancouver (MV)	19027	18710	19212	20863	15236	22198
Richmond as % of MV	9%	8%	16%	13%	10%	8%

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 healthy levels of between $400 and $600 million in Richmond, with 2015 registering a new record of $998 million in construction projects. 2016 is on track to reach a healthy level of $600 to $700 million in construction value of projects.

5. 2016 Average Property Tax per Dwelling

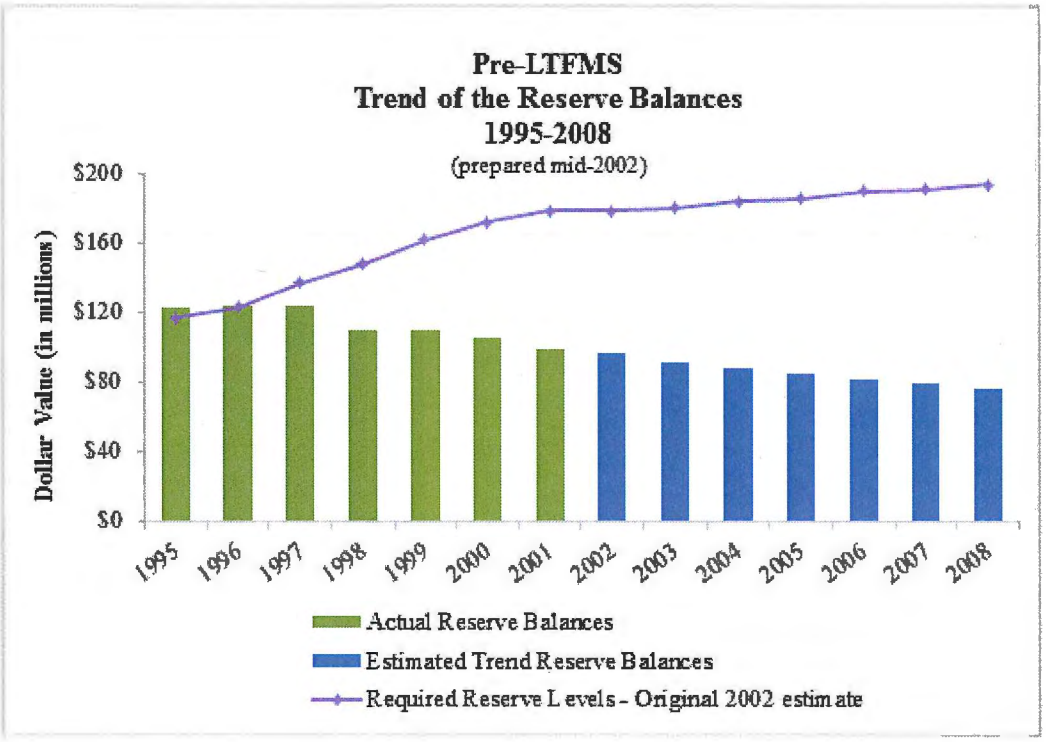


6. Long Term Financial Management Strategy

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		**CPI + 1.0%** per year in the future to be transferred to the reserves.
Economic Development		**1.5%** per year
New Alternative Revenue		**$1 Mil** per year by the 5th year
Total Casino Revenue		**$10 Mil** per year by the 2nd year
Fire and Police Efficiencies		**-0.2%** per year starting in 3rd year
Operating Efficiencies		**-0.2%** per year starting in 3rd 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

	2015	2002[1]	Change $	Change %
Financial Assets				
Cash and Investments	$951,390	$229,549	$721,841	314%
DCC receivable	21,135	7,042	14,093	200%
Other Assets	44,967	40,435	$4,532	11%
Total Assets	**1,017,492**	**277,026**	**740,466**	**267%**
Liabilities				
Accounts Payable and Accrued Liabilities	87,701	42,740	44,961	105%
DCC Levies	111,591	37,290	74,301	199%
Deposits and Holdbacks	58,896	7,048	51,848	736%
Deferred Revenue	48,711	11,313	37,398	331%
Long-Term Debt	46,583	42,709	3,874	9%
Total Liabilities	**353,482**	**141,100**	**212,382**	**151%**
Net Financial Assets	664,010	135,926	528,084	389%
Non-Financial Assets[2]	2,067,184	922,940	1,144,244	124%
Accumulated Surplus	**$2,731,194**	**$1,058,866**	**$1,672,328**	**158%**
Accumulated Surplus[3]				
Reserves	461,178	107,709	353,469	328%
Surplus/Appropriated Surplus/Other[4]	214,537	73,526	141,011	192%
Investment in Tangible Capital Assets[5]	2,055,479	877,631	1,177,848	134%
Total Accumulated Surplus	**$2,731,194**	**$1,058,866**	**$1,672,328**	**158%**

[1] 2002 is used as the base year as the LTFMS was implemented during 2003.
[2] Non-financial assets includes tangible capital assets, inventory of material and supplies and prepaid expenses.
[3] Accumulated Surplus includes committed amounts that are unspent at the reporting date.
[4] Appropriated Surplus is amounts set aside for specific purposes, future commitments or potential obligations..
[5] Investment in tangible capital assets represents the equity the City has in its assets.

Highlights of changes in Financial Position December 31, 2002 to December 31, 2015:

- Cash and investments have increased by $721.8 million (314%) to $951.4 million. The majority of this increase is attributable to:
  - Increase in reserves $353.5 million (328%)
  - Increase in liabilities $212.4 million (151%)
  - Increase in surplus/appropriated surplus $141.0 million (192%)
- DCC receivable has increased by $14.1 million (200%) which is also reflected in the increase in the DCC Levies of $74.3 million (199%) due to increased development activity.
- Deposits and Holdbacks have increased by $51.8 million (736%) mainly due to security deposits relating to development activity.
- Deferred revenue increased by $37.4 million (331%) mainly due to tax and utility pre-payments and deferred permit fees.
- Long-term debt has increased by $3.9 million (9%) to $46.6 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 aquatic and older adults centre construction was obtained.
- Net financial assets increased by $528.1 million (389%) due to the net changes in assets and liabilities.
- Non-financial assets increased by $1.1B (124%) 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[1]	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%**

[1] CPI estimated 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.

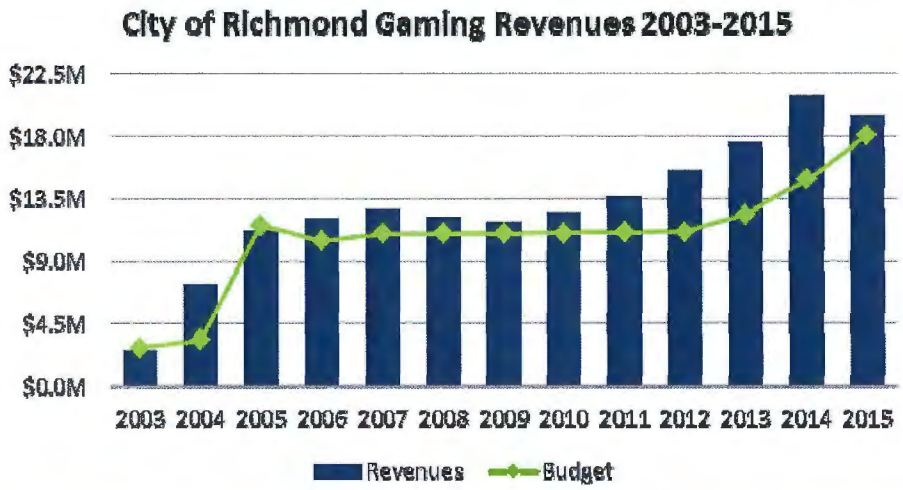
Policy	Analysis

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 2015 $19.6 million was received, 630% greater than the 2003 figure.
- Gaming Revenue is currently used to fund capital reserves, the major capital community facility replacement program, the grants program, 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.



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%

- 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

3. Alternative Revenues & Economic Development (continued)

Target:

Alternative revenue - $1M per year by the 5th year

- There have been a number of expanded alternative revenues such as the following:
  - District energy utility revenue
  - Sports Field User Fees
  - Filming revenues
  - Expanded Pay Parking program to include street meters
  - RCMP service fees
  - Tax information fees
  - Developer fees for planning services
  - Sale of drawings/GIS data
  - Meeting room rental revenue
  - Rental/Lease revenue from bus shelters
  - New rental properties revenue
  - Microfilm revenue
  - Media Lab Program Fees
  - Sponsorship Revenue for major events

Policy	Analysis

4. Changes to Senior Government Service Delivery

- The RCMP contracts have increased at rates greater than the LTFMS policy of CPI, and these RCMP increases are highlighted within the annual budget presentations.
- Example, the 2016 RCMP contract increased at 2.70% compared to the City's tax increase before reserves of 2.11%.

Policy	Analysis

5. Capital Plan

Target:

No reduction

Year	Capital Budget[1]
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

$123.2 million

Average Capital Budget 2003 – 2016

$47.5 million

Average Capital Budget 1992 – 2002

[1] Capital Budget represents the amended capital amount from 2010 forward

- The 5 Year Capital Plan is updated annually and projects the anticipated capital program costs and funding availability. The capital budgets have fluctuated over this period due to major facility construction and significant land acquisition.
- The capital budgets since the implementation of the LTFMS have averaged $123.2M compared to $47.5M prior to the strategy.

Policy	Analysis
6. Cost Containment	- The following are some examples of cost containment or cost recovery programs that have been implemented: - Energy retrofit projects to reduce electricity and natural gas usage - Attendance manager and attendance management system - Tree permit revenue to offset Tree Bylaw costs - Accessing Grants (Joint Emergency Preparedness Program, Stimulus funds, etc.) - RCMP Auxiliary Program - New Fuel management system - Patroller First Responder program - Garbage/Recycling contract - Development of Sidaway disposal site - Road Cut Program to include private utility companies - Use of Trenchless technology for construction purposes - Fire Protection & Life Safety Bylaw with associated fees, fines and avenues for cost recovery - Delayed replacements / hirings - Operating expense reduction (i.e. Supplies, Contract, telephone etc.) - Finance and Cost Control subcommittee created - Service Level reviews

Policy	Analysis
7. Efficiencies & Service Level Reductions **Target:** -0.2% per year starting in 3rd year for operating, police & fire efficiencies. No reductions to level of service	- This area is addressed annually during the budget review process. The efficiencies and service level reductions have not been isolated and identified separately. - The following are some examples of efficiencies: - Retro-commissioning of existing buildings to optimize the energy use - Upgrade of direct digital control systems - Pump station power efficiencies - Traffic signal conversion to LED - Systems enhancements, AMANDA, PeopleSoft, HCM, etc. - Virtualizing computer servers - Use of real time hand held ticketing computers - Bylaw Adjudication System - LEED Fire halls - Scanning equipment in stores - Online event management system

Policy	Analysis
8. Land Management	- 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. - Since 2009, the City has acquired over 400 acres of land for $200+ million. During the same period, approximately 20 acres were divested for approximately $50 million.

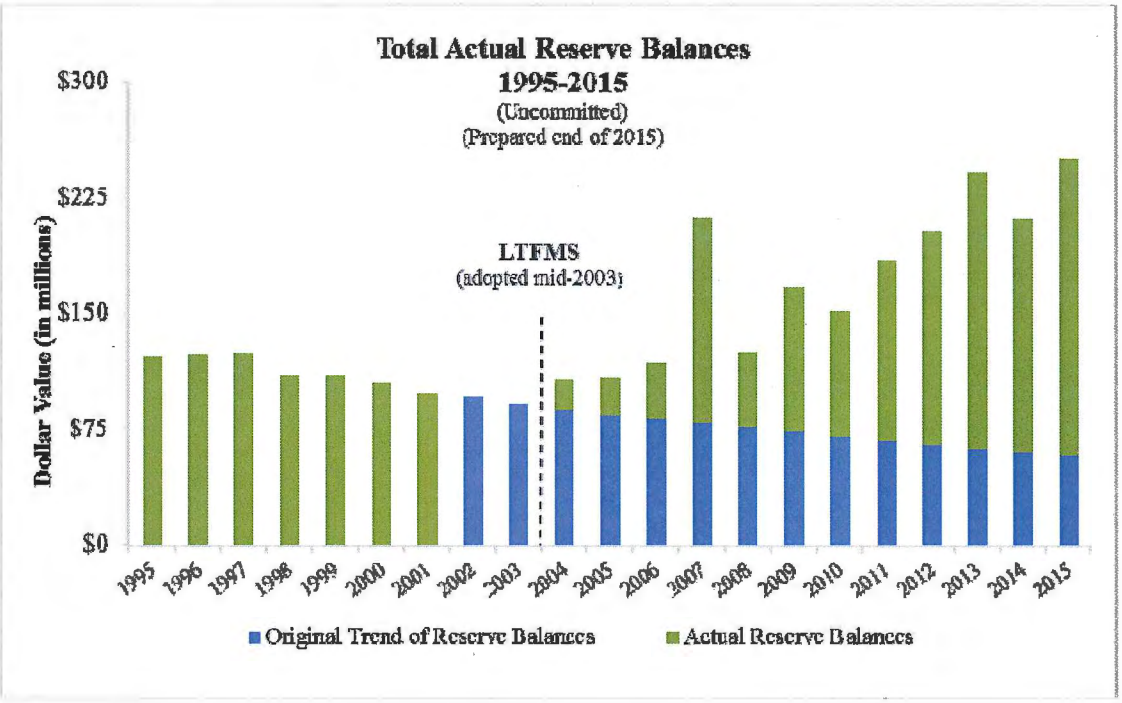
Policy	Analysis
9. Administrative	- Currently where possible user fees are automatically increased by CPI on January 1st of each year by Council through the Consolidated Fees Bylaw. - Every year, the 5YFP is prepared and addresses the tax increase, distribution of Gaming Revenue, isolation of additional levels of service and the capital plan funding sources.

Policy	Analysis
10. Debt Management	- During 2014, debt in the amounts of $50.8M was strategically obtained for the construction of the Minoru aquatic and older adults centre to take advantage of the low interest rate environment. - 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.

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.

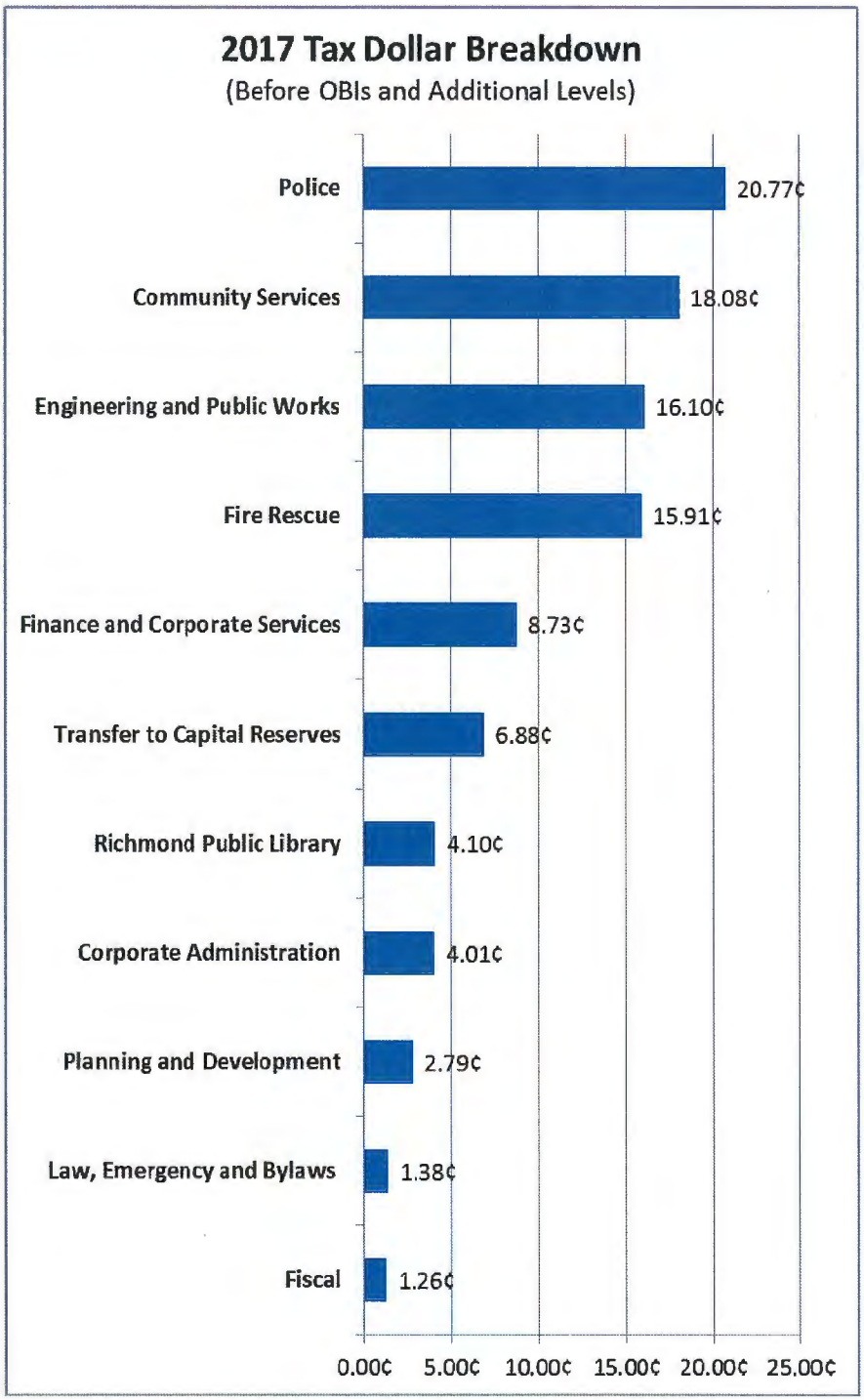
Figure 5 – Actual Trend of the Reserves



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, 2015 was $27.5 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. 2017 Municipal Tax Dollar



8. 2017 Same Level of Service Budget Details

All Divisions

Law and Community Safety, Community Services Library, Engineering and Public Works (excluding Utilities), Finance and Corporate Services, Corporate Administration, Planning and Development, and Fiscal.

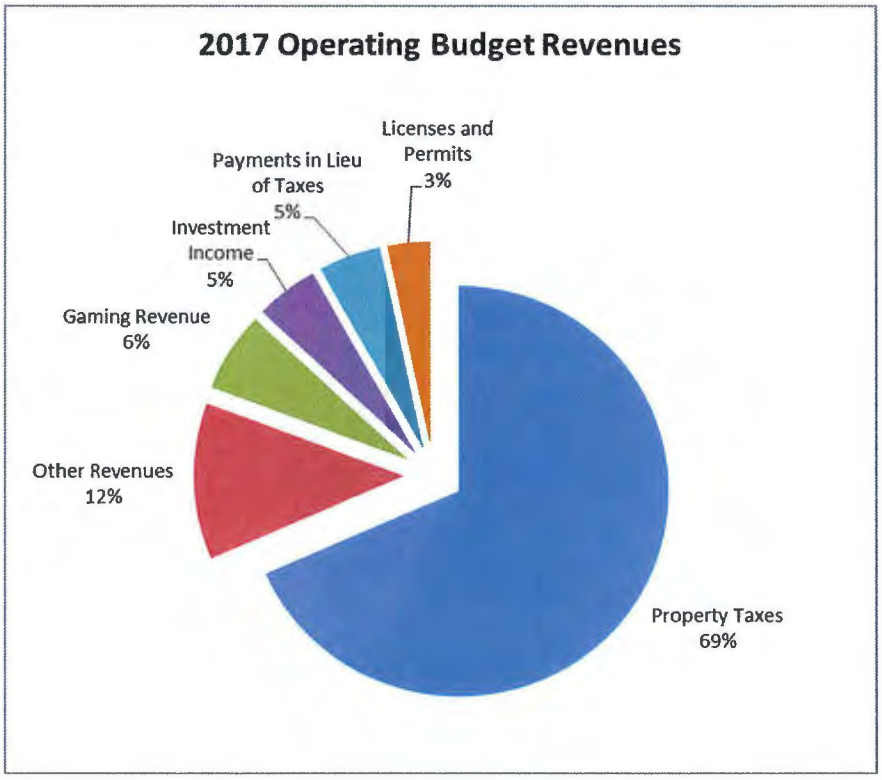
	2016 Adjusted Base Budget	2017 Proposed Base Budget	Change 2017 $	Change 2017 %
OPERATING BUDGET	-	**$5,037,400**	**$5,037,400**	-
Revenues	**$(286,377,100)**	**(289,386,200)**	**(3,009,100)**	**1.05%**
Expenditures				
Labour	$135,766,100	139,422,200	3,656,100	2.69%
Contract Services	$62,996,100	64,800,200	1,804,100	2.86%
Operating Expenses	$36,496,700	37,175,300	678,600	1.86%
Total Expenditures	**$235,258,900**	**241,397,700**	**6,138,800**	**2.61%**
Fiscal Expenses	**$48,777,800**	**48,777,800**	-	-
Transfers	**$2,340,400**	**4,248,100**	**1,907,700**	**81.51%**
Grand Total	-	**$5,037,400**	**$5,037,400**	-

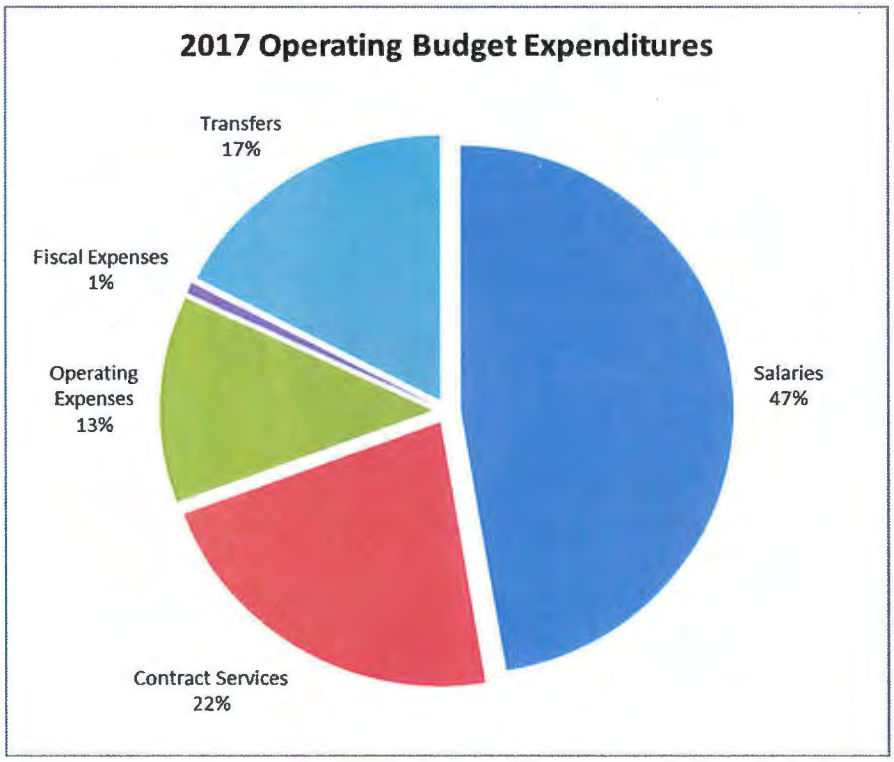
FTE Change

	2016 FTE	2017 FTE	Change 2017	Change 2017 %
Total	1,273.3	1,273.5	0.1	0.01%

FTE Change - Library

	2016 FTE	2017 FTE	Change 2017	Change 2017 %
Total	91.2	91.2	-	-%

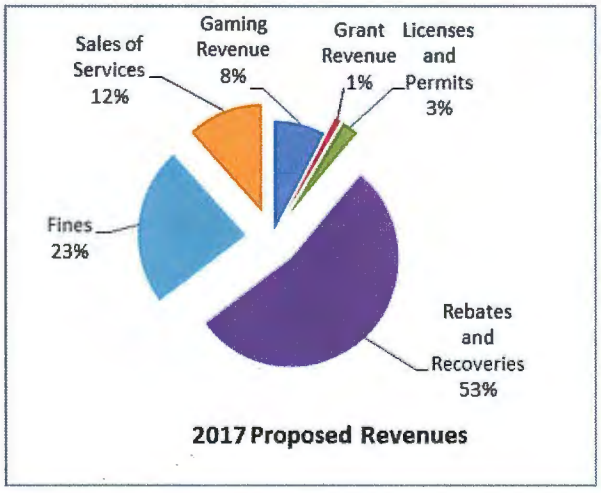

2017 Operating Budget Revenues
Licenses and Permits 3%
Payments in Lieu of Taxes 5%
Investment Income 5%
Gaming Revenue 6%
Other Revenues 12%
Property Taxes 69%

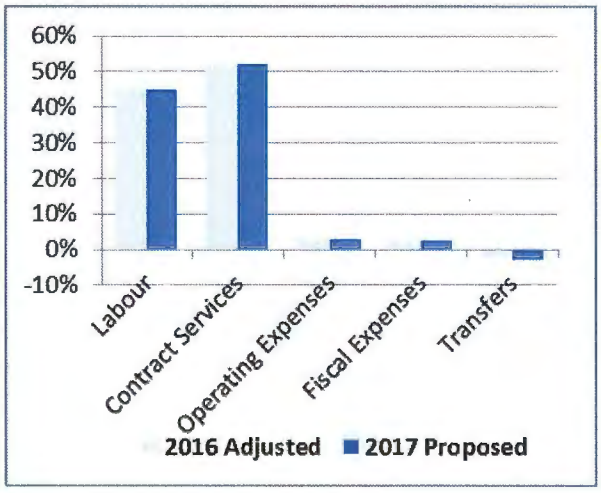

2017 Operating Budget Expenditures
Transfers 17%
Fiscal Expenses 1%
Operating Expenses 13%
Salaries 47%
Contract Services 22%

Law and Community Safety

Brings together the City's public safety providers, along with sections responsible for legal and regulatory matters. The City's primary community safety providers are Police (RCMP), Fire-Rescue, Emergency Programs and Community Bylaws. The role of the Community Bylaws Department is to either 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. The Law Section is responsible for providing advice to City Council and staff regarding the City's legal rights and obligations.

	2016 Adjusted Base Budget	2017 Proposed Base Budget	Change 2017 $	Change 2017 %
OPERATING BUDGET	**$81,417,000**	**$82,923,600**	**$1,506,600**	**1.85%**
Revenues	**(8,554,500)**	**(8,760,100)**	**(205,600)**	**2.40%**
Expenditures				
Labour	40,778,900	41,140,900	362,000	0.89%
Contract Services	46,584,600	47,961,100	1,376,500	2.95%
Operating Expenses	2,701,700	2,763,700	62,000	2.29%
Total Expenditures	**90,065,200**	**91,865,700**	**1,800,500**	**2.00%**
Fiscal Expenses	**2,270,700**	**2,270,700**	**-**	**-%**
Transfers	**(2,364,400)**	**(2,452,700)**	**(88,300)**	**3.73%**
Grand Total	**$81,417,000**	**$82,923,600**	**$1,506,600**	**1.85%**





FTE Change

	2016 FTE	2017 FTE	Change 2017	Change 2017 %
Total	**355.6**	**356.2**	**0.6**	**0.15%**

0.6 FTE added for Major Facilities

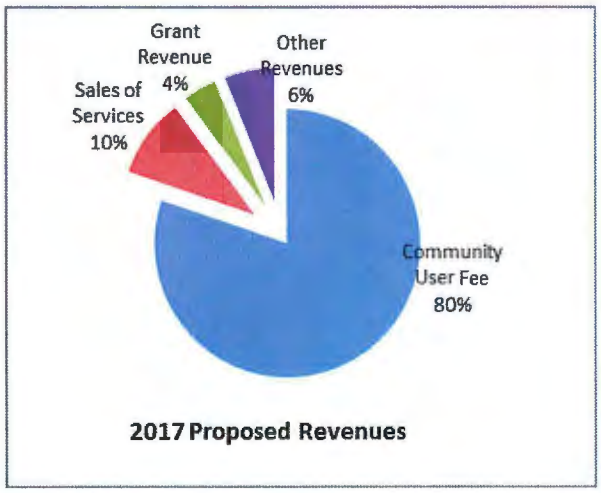
RCMP Contract Complement

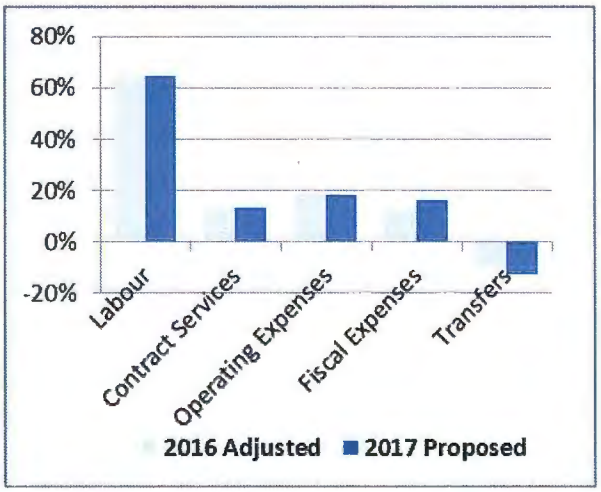
	2016 FTE	2017 FTE	Change 2017	Change 2017 %
Officers	212.0	212.0	-	-%
Civilian Members	2.0	2.0	-	-%
Less: Non-Budgeted	(11.0)	(11.0)	-	-%
Municipal Policing	**203.0**	**203.0**	**-**	**-%**
Integrated teams (including RTIC)	17.7	17.7	-	-%
Total	**220.7**	**220.7**	**-**	**-%**

Community Services

Coordinates, supports and develops Richmond's community services including recreation, 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 vents and filming in the City.

	2016 Adjusted Base Budget	2017 Proposed Base Budget	Change 2017 $	Change 2017 %
OPERATING BUDGET	**$47,550,400**	**$48,310,400**	**$760,000**	**1.60%**
Revenues	**(9,636,000)**	**(9,643,100)**	**(7,100)**	**0.07%**
Expenditures				
Labour	37,095,800	37,718,100	622,300	1.68%
Contract Services	7,733,900	7,783,100	49,200	0.64%
Operating Expenses	10,516,900	10,593,700	76,800	0.73%
Total Expenditures	**55,346,600**	**56,094,900**	**748,300**	**1.35%**
Fiscal Expenses	**7,453,300**	**7,453,300**	**-**	**-**
Transfers	**(5,613,500)**	**(5,594,700)**	**18,800**	**(0.33%)**
Grand Total	**$47,550,400**	**$48,310,400**	**$760,000**	**1.60%**





FTE Change

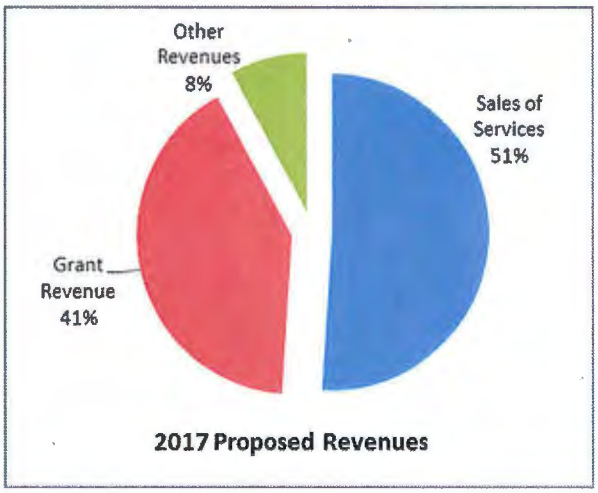
	2016 FTE	2017 FTE	Change 2017	Change 2017 %
Community Services	383.5	380.5	(3.0)	1.0%
Library	91.2	91.2	-	-%
Total	**474.7**	**471.7**	**(3.0)**	**(6.3%)**

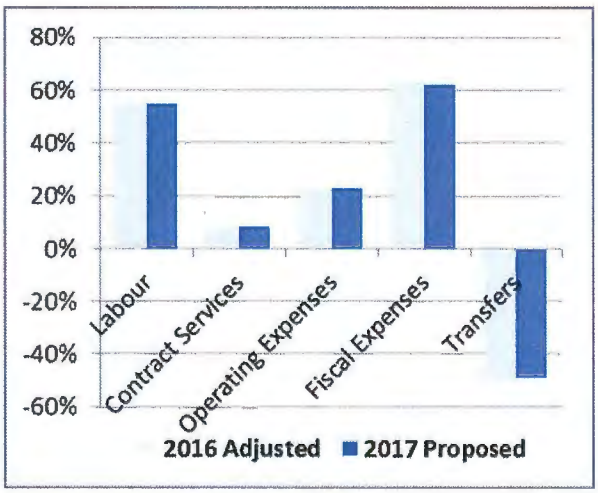
3 RFT transferred to Corporate Administration (Coordinator, Marketing & Communications, Marketing Assistant and Fitness & Wellness Coordinator) offset by 1 new RFT Supervisor, Mapping & Drafting reallocated from seasonal 394 Labour budget

Engineering and Public Works (excluding Utilities)

Comprises engineering planning, design, construction and maintenance services for all utility and City building infrastructure. Responsible for dikes and irrigation system, roads and construction services, street lighting, corporate sustainability and district, corporate and community energy programs.

	2016 Adjusted Base Budget	2017 Proposed Base Budget	Change 2017 $	Change 2017 %
OPERATING BUDGET	**$34,518,900**	**$35,086,500**	**$567,600**	**1.64%**
Revenues	**(6,269,200)**	**(6,626,200)**	**(357,000)**	**5.69%**
Expenditures				
Labour	22,571,900	22,953,500	381,600	1.69%
Contract Services	3,367,700	3,553,600	185,900	5.52%
Operating Expenses	9,393,600	9,572,400	178,800	1.90%
Total Expenditures	**35,333,200**	**36,079,500**	**746,300**	**2.11%**
Fiscal Expenses	**25,957,500**	**25,957,500**	**-**	**-%**
Transfers	**(20,502,600)**	**(20,324,300)**	**178,300**	**(0.87)%**
Grand Total	**$34,518,900**	**$35,086,500**	**$567,600**	**1.64%**





FTE Change

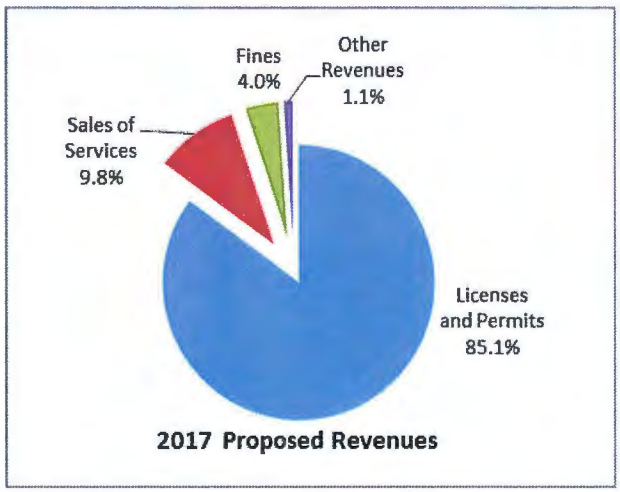
	2016 FTE	2017 FTE	Change 2017	Change 2017 %
Total	**233.9**	**233.5**	**(0.4)**	**(0.17%)**

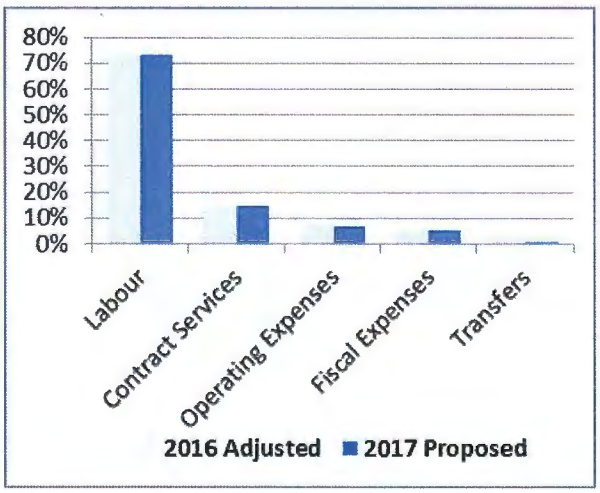
Transfer District Energy Utility FTE to Lulu Island Energy Company

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. Includes customer service, information technology, finance, economic development, real estate services, City Clerk, Records, Archives, enterprise services, business licences, administration and compliance.

	2016 Adjusted Base Budget	2017 Proposed Base Budget	Change 2017 $	Change 2017 %
OPERATING BUDGET	**$18,802,700**	**$19,015,900**	**$213,200**	**1.13%**
Revenues				
Revenues	**(3,948,300)**	**(4,068,400)**	**(120,100)**	**3.04%**
Total Revenues	**(3,948,300)**	**(4,068,400)**	**(120,100)**	**3.04%**
Expenditures				
Labour	16,689,200	16,873,000	183,800	1.10%
Contract Services	3,240,200	3,401,200	161,000	4.97%
Operating Expenses	1,598,900	1,587,400	(11,500)	(0.72%)
Total Expenditures	**21,528,300**	**21,861,600**	**333,300**	**1.55%**
Fiscal Expenses	**1,178,800**	**1,178,800**	**-**	**-%**
Transfers	**43,900**	**43,900**	**-**	**-%**
Grand Total	**$18,802,700**	**$19,015,900**	**$213,200**	**1.13%**





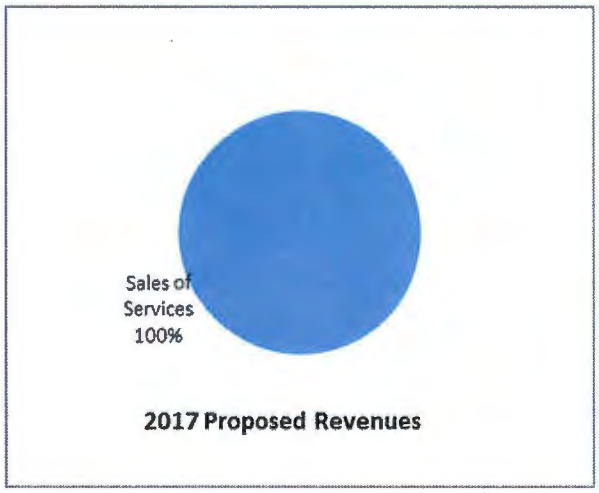
FTE Change

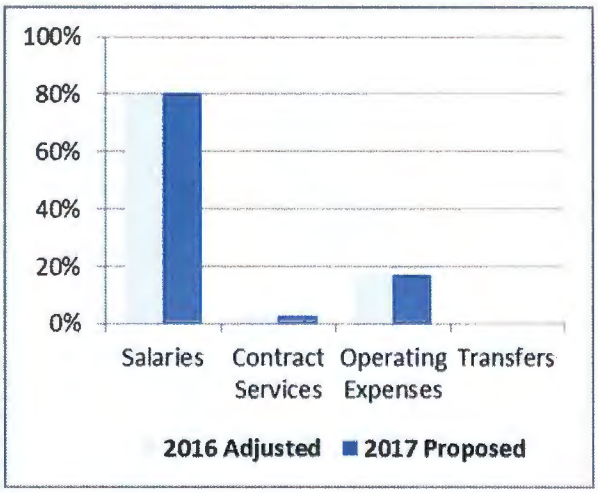
	2016 FTE	2017 FTE	Change 2017	Change 2017 %
Total	158.3	158.3	-	-%

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.

	2016 Adjusted Base Budget	2017 Proposed Base Budget	Change 2017 $	Change 2017 %
OPERATING BUDGET	**$9,287,000**	**$9,496,000**	**$209,000**	**2.25%**
Revenues	**(30,000)**	**(5,000)**	**25,000**	**(83.33%)**
Expenditures				
Labour	7,419,300	7,628,000	208,700	2.81%
Contract Services	273,100	273,100	-	-
Operating Expenses	1,624,600	1,599,900	(24,700)	(1.52%)
Total Expenditures	**9,317,000**	**9,501,000**	**184,000**	**1.97%**
Transfers	-	-	-	-
Grand Total	**$9,287,000**	**$9,496,000**	**$209,000**	**2.25%**





FTE Change

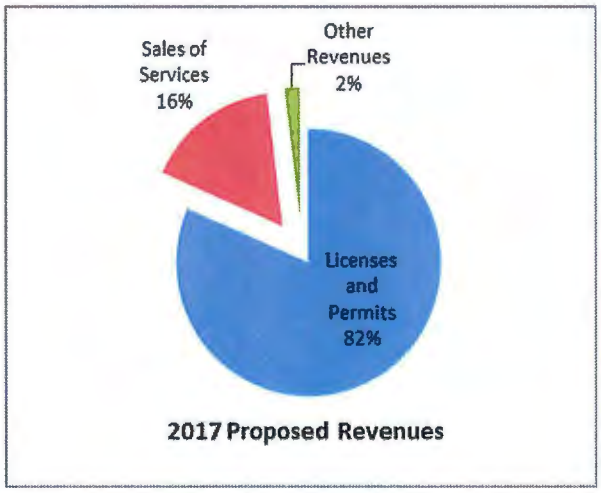
	2016 FTE	2017 FTE	Change 2017	Change 2017 %
Total	**44.3**	**54.3**	**10.0**	**22.57%**

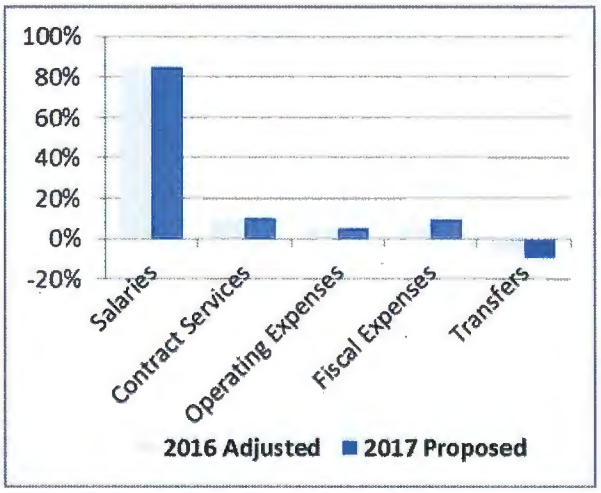
10 staff transferred to Corporate Administration, 7 from Planning and Development Production Centre, 3 from Community Services, Coordinator, Marketing & Communication, Marketing Assistant and Fitness & Wellness Coordinator.

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.

	2016 Adjusted Base Budget	2017 Proposed Base Budget	Change 2017 $	Change 2017 %
OPERATING BUDGET	**$5,323,700**	**$5,323,300**	**$(400)**	**(0.01%)**
Revenues	**(6,826,400)**	**(6,966,900)**	**(140,500)**	**2.06%**
Expenditures				
Labour	10,308,200	10,420,300	112,100	1.09%
Contract Services	1,191,900	1,223,400	31,500	2.64%
Operating Expenses	650,000	646,500	(3,500)	(0.54%)
Total Expenditures	**12,150,100**	**12,290,200**	**140,100**	**1.15%**
Fiscal Expenses	**873,500**	**873,500**	**-**	**-**
Transfers	**(873,500)**	**(873,500)**	**-**	**-**
Grand Total	**$5,323,700**	**$5,323,300**	**$(400)**	**(0.01%)**





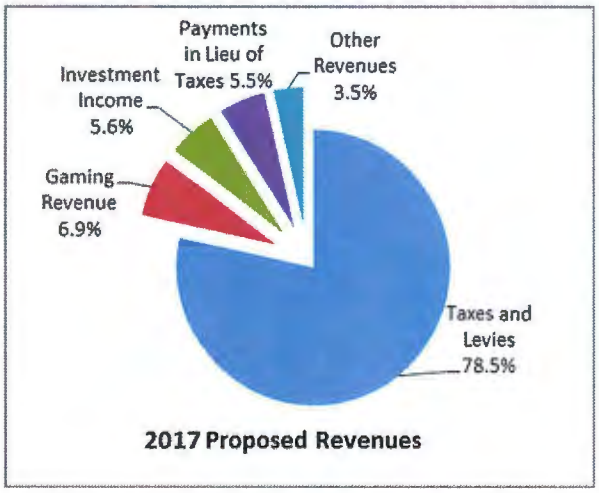
FTE Change

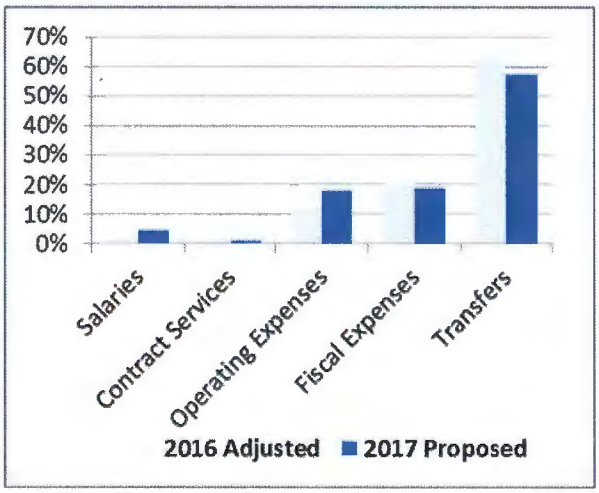
	2016 FTE	2017 FTE	Change 2017	Change 2017 %
Total	**97.7**	**90.7**	**(7.0)**	**(7.16%)**

7 RFTs transferred to Corporate Administration from Planning and Development Production Centre

Fiscal

	2016 Adjusted Base Budget	2017 Proposed Base Budget	Change 2017 $	Change 2017 %
OPERATING BUDGET	**$(196,899,700)**	**$(195,118,300)**	**$1,781,400**	**(0.90%)**
Revenues	**(251,112,700)**	**(253,316,500)**	**(2,203,800)**	**0.88%**
Expenditures				
Labour	902,800	2,688,400	1,785,600	197.78%
Contract Services	604,700	604,700	-	-
Operating Expenses	10,011,000	10,411,700	400,700	4.00%
Total Expenditures	**11,518,500**	**13,704,800**	**2,186,300**	**18.98%**
Fiscal Expenses	**11,044,000**	**11,044,000**	**-**	**-**
Transfers	**31,650,500**	**33,449,400**	**1,798,900**	**5.68%**
Grand Total	**$(196,899,700)**	**$(195,118,300)**	**$1,781,400**	**(0.90%)**





9. 2017 Additional Level Expenditure Requests – RECOMMENDED (in $000s)

Ref	Requested By	Description	Amount	Tax Impact (%)
1	Corporate Administration	**Let's Talk Richmond Contract** The City has used the Let's Talk Richmond platform since 2010 to support its online public consultation and engagement activities. A three-year contract for the service was funded in 2013 through a one-time allocation, Base budget funding is now being sought to secure ongoing access to this service.	$25	0.01%
2	Planning and Development	**Regular Full Time Planner 3** Development Applications continues to experience high application volumes with an increasing trend towards large scale more complex multiple family and mixed-use development projects in the City Centre. This trend is expected to continue in 2017 and will generate increased revenue and workload.	$-	0.00%
3	Planning and Development	**Departmental Associate 3 - Building Department** Building Approvals continues to experience high volumes of building permit applications and inspections. This increases the number of construction activities in the community thus creates more inquiries, meetings and consultation with developers, builders, public and Mayor and Councillors.	$-	0.00%
4	Community Services	**Increased Building Service Worker (BSW) Hours at the Steveston Museum and the Tram Building** Increased BSW hours at the Steveston Museum and the Tram Building (current opening hours) are needed due to the addition of two new public washrooms during the Japanese Building restoration and due to heavy usage at the Tram Building.	$33	0.02%
5	Planning and Development	**Plan Processing Clerk - Building Department** Building Approvals continues to experience high volumes of building permit applications with increasing more complex buildings to process. Construction value of issued permits in 2015 reached an all-time high of $1.0 Billion. 2016 has surpassed the overall average and is expected to continue in 2017.	$-	0.00%
6	Community Services	**Additional Hours for Building Service Worker (BSW) and Kiln/Ceramics Contractor** Due to increased usage of the building, the Cultural Centre requires additional janitorial services. For the same reason of increased usage, and in consultation with the City's Risk Manager, the Kiln/Ceramics contractor technician has been identified as essential.	$35	0.02%
7	Community Services	**Community Leisure Transportation (CLT) - Relocation of Service** Shifting the operation of the City's CLT program from the Minoru Seniors Society would allow the City to have better oversight of the program, develop administrative efficiencies and increase program revenue to help offset expenses.	($5)	0.00%

Ref	Requested By	Description	Amount	Tax Impact (%)
8	Community Services	**Arts Centre: Increase to Operations** Demands and need for Arts Centre programs continue to increase with growing waitlists. As the only purpose built arts centre in the community with limited space, staff continue to maximize the use of space and provide new programs.	$-	0.00%
9	Engineering & Public Works	**Increase Transfer to Fleet Reserve** The fleet vehicle reserve is underfunded. Per Sustainable Green Fleet Policy 2020, the reserve needs to be increased to $2.175M annually. This request is to gradually increase the amount of the reserve contribution to the required annual amount. The request is a net-zero budget impact.	$-	0.00%
10	Engineering & Public Works	**Storm Events** Increased intensity of storm events has resulted in increased demand on manpower and equipment requirements for response to these events.	$75	0.03%
2016 Additional Level Grand Totals - RECOMMENDED			$163	0.08%

10. 2017 Additional Level Expenditure Requests – RCMP (in $000s)

Ref	Requested By	Description	Amount	Tax Impact (%)
11	Law and Community Safety	**RCMP Members - General Duty Members 12 Regular Members** The RCMP requests four corporal ranked and eight constable ranked positions in 2017. 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.	$2,137	0.96%
12	Law and Community Safety	**RCMP Members - Property Crime 4 Regular Members** The RCMP conducted an internal review and concluded that the City needs four additional property crime unit members. This was recommended in the RCMP 3-Year Resourcing Plan as a result of community priorities, population growth and increased complexity of files and disclosure.	$648	0.31%
13	Law and Community Safety	**RCMP Members - Serious Crime 2 Regular Members** The RCMP requests two Serious Crime Investigators to support existing teams due to on going investigations. This was recommended in the RCMP 3-Year Resourcing Plan as a result of population growth and increased complexity of files and disclosure.	$324	0.15%
14	Law and Community Safety	**RCMP Members - Watch Investigators 2 Regular Members** The RCMP request for two constables to enhance the capability to provide immediate triage response and initial investigation of all major crimes. This was recommended in the RCMP 3-Year Resourcing Plan as a result of population growth and increase complexity of files and disclosure.	$324	0.15%
15	Law and Community Safety	**RCMP Municipal Employee - Disclosure Clerk - 2 Positions** The RCMP requests two municipal employee to assist the Plainclothes units and Road Safety unit with the disclosure of investigative material to the Courts. This was recommended in the RCMP 3-Year Resourcing Plan as a result of population growth and increased service demands.	$158	0.07%
16	Law and Community Safety	**RCMP Municipal Employee - General Duty Clerk - 2 Positions** The RCMP request two municipal administrative support staff for the General Duty Watch Teams and Road Safety Unit. This was recommended in the RCMP 3-Year Resourcing Plan as a result of population growth and increased service demands.	$164	0.07%
17	Law and Community Safety	**RCMP Municipal Employee - IT Support** The RCMP request one municipal employee to support expected increase in administration of RCMP Systems and Infrastructure. This was recommended in the RCMP 3-Year Resourcing Plan as a result of population growth and increased service demands.	$98	0.04%

Ref	Requested By	Description	Amount	Tax Impact (%)
18	Law and Community Safety	**RCMP Municipal Employee - Records Quality Reviewer** The RCMP request one municipal employee to maintain and review operational/administrative files. This was recommended in the RCMP 3-Year Resourcing Plan as a result of population growth and increased service demands.	$88	0.04%
19	Law and Community Safety	**RCMP Members - Road Safety 2 Regular Members** The RCMP request two Road Safety Investigators to support traffic collision investigations and enforcement. This was recommended in the RCMP 3-Year Resourcing Plan as a result of increased traffic and to maintain road safety.	$324	0.15%
2017 Additional Level Grand Totals - RCMP			$4,265	1.94%

11. 2017 Additional Level Expenditure Requests – NOT RECOMMENDED (in $000s)

Ref	Requested By	Description	Amount	Tax Impact (%)
20	Law and Community Safety	**Staff Solicitor** Full time Staff Solicitor required due to the City's legal requirements increasing dramatically. In 2015 the Law Division opened 322 files. Having already opened 216 files by mid-May 2016, the Law Division is on track to exceed 2015 file openings substantially in excess of 500 files.	$179	0.09%
21	Community Services	**Transition to School Art Program Coordinator Position** The School Art Program Coordinator is critical to Richmond Art Gallery's ability to provide quality educational programming to the community. Currently paid by Richmond Art Gallery Association, the position is equivalent to the City position of Education and Program Coordinator in Museum & Heritage Sites.	$38	0.02%
22	Richmond Public Library	**Richmond Public Library - Expand Services for Children and Families** Pilot afterschool programs at the Brighouse (Main) branch aimed at middle years children that strengthen existing core services with the opportunity to develop academic, social, emotional maturity and communication skills using library resources and targeted volunteer opportunities for teens and adults. Develop children's outreach services strategy for implementation and expand the library's community volunteer program. Significantly expanded services and programs for children to branches and deliver programs and services for children in schools, preschools, daycares, community centres, housing complexes/residences, shelters, food banks and other centres in the community, increasing awareness and use of library resources.	$200	0.10%
23	Richmond Public Library	**Richmond Public Library - Expand Services for Seniors** Pilot at the Brighouse (Main) branch series of programs for seniors that focus on technology and digital library resources, intergenerational programming featuring Nostalgia Kits, and provide meaningful volunteer opportunities that strengthen existing core services with library facilities. Develop seniors' outreach services strategy for implementation; refocus home delivery services; and expand the library's community volunteer program. Significantly expanded services and series of programs for seniors extended to branches and seniors in community centres, the new Minoru Older Adult Centre, residences, care homes, shelters, food banks and other community hubs; home delivery service expanded; programs delivered by both staff and volunteers.	$200	0.10%
24	Law and Community Safety	**Law Department Paralegal Staff** The City's Law Department requires additional support staff due to increased workload. Law has opened 216 files by May 2016 and is on track to exceed 2015 file openings. Paralegal support for drafting legal documents, carrying-out legal research and administrative duties as required.	$111	0.06%

NOT RECOMMENDED

Ref	Requested By	Description	Amount	Tax Impact (%)
25	Community Services	**Food Security Coordinator** There are a number of Council-endorsed actions related to food security in the Official Community Plan as well as other plans, strategies and opportunities to advance new actions in the Metro Vancouver Regional Food System Action Plan.	$138	0.07%
26	Community Services	**Parks Additional Inventory acquired due to New Development** This submission is for the recurring operating budget impact for the maintenance of Parks infrastructure acquired in 2015 & 2016 from a variety of sources including development funded projects.	$75	0.04%
2017 Additional Level Grand Totals - NOT RECOMMENDED			$941	0.48%

NOT RECOMMENDED

12. 2017-2021 Same Level of Service Budget (in $000s)

	2017 Proposed Base Budget	2018 Plan	2019 Plan	2020 Plan	2021 Plan
Revenue:					
Property Taxes	203,002	211,405	220,081	228,085	236,634
User Fees	97,856	101,143	104,728	108,355	112,203
Sales of Services	28,624	28,920	29,281	29,591	29,906
Gaming Revenue	18,088	18,088	18,088	18,088	18,088
Investment Income	14,694	14,694	14,694	14,694	14,694
Payments In Lieu Of Taxes	13,860	13,860	13,860	13,860	13,860
Other Revenue	8,179	8,407	8,673	8,937	9,209
Licenses And Permits	9,405	9,598	9,832	10,033	10,238
Grant Revenue	4,736	4,788	4,847	4,871	4,897
	398,444	**410,903**	**424,084**	**436,514**	**449,729**
Expenses:					
Law and Community Safety	94,136	96,775	99,414	101,896	104,401
Engineering and Public Works	62,037	63,707	64,395	65,315	66,292
Community Services	53,632	55,355	56,937	58,400	59,897
Finance and Corporate Services	23,040	23,675	24,333	24,920	25,493
Fiscal	23,072	23,520	21,499	21,455	21,508
Debt Interest	1,677	1,677	1,677	1,677	1,677
Corporate Administration	9,501	9,714	9,968	10,193	10,424
Planning and Development Services	13,164	13,544	13,946	14,337	14,761
Utility Budget					
Water Utility	40,552	42,459	43,975	45,540	47,175
Sanitary Sewer Utility	30,248	32,272	34,031	35,826	37,761
Sanitation and Recycling	14,945	15,254	15,630	15,955	16,292
Library	9,916	10,107	10,343	10,553	10,768
	375,920	**388,059**	**396,148**	**406,067**	**416,449**
Annual Surplus	**22,524**	**22,844**	**27,936**	**30,447**	**33,280**
Transfers/Amortization offset:	**22,524**	**22,844**	**27,936**	**30,447**	**33,280**
Balanced Budget	-	-	-	-	-

City of Richmond

Report to Committee

To:	Finance Committee	**Date:**	October 28, 2016
From:	Jerry Chong, CPA, CA Director, Finance	**File:**	03-0985-01/2016-Vol 01
Re:	**2017 One-Time Expenditures**		

Staff Recommendation

That the recommended one-time expenditures in the amount of $7,789,167 as outlined in Attachment 1 of the 2017 One-Time Expenditures staff report, be approved for funding from the Rate Stabilization Account.

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 2017-2021 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

For 2017, there are 24 one-time expenditure requests totalling $9.2M. The list includes items that were considered in the Capital process, but were not recommended in the 2017 Capital Budget due to funding constraints and other priorities. Staff conducted a thorough review and prioritized each request using established ranking criteria.

Only high priority requests are recommended. If any one-time expenditure requests are approved by Council, the respective expenditure will be included in the 5-Year Financial Plan (2017-2021). There is no tax impact from any of the proposed one-time expenditures as they will be funded from the RSA which has a balance of approximately $17.2M. A further $3.9M will be transferred in from the fire provision for a total balance of $21.1M. The recommended one-time expenditures total $7.8M, which would leave a balance of $13.3M.

The remaining balance in the RSA may be used to phase-in the impact of the Major Facilities Phase 2 Operating Budget Impact.

Table 1 shows the summary of the one-time expenditure requests:

Table 1 – One-Time Expenditure Requests Summary

# of One-Time Expenditures Requested	Recommended Amount (In $000s)	Not Recommended Amount (In $000s)	Total (In $000s)
24	**$7,789**	**$1,421**	**$9,210**

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

Council Term Goal	Recommended Amount (In $000s)	Reference Numbers (Attachment 1)
Safe Community	$2,684	1, 5-6, 15, 17
Vibrant Programs	2,641	2-4, 7-11, 16, 18-19
Quality Infrastructure	2,464	12-14
	$7,789	

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.

Financial Impact

The recommended one-time expenditure requests of $7.8M are funded from the Rate Stabilization Account with no tax impact. These recommended amounts will be included in the 5-Year Financial Plan (2017-2021), 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 $7.8M as summarized in Attachment 1 are recommended to be funded from the Rate Stabilization Account.

Melissa Shiau, CPA, CA
Manager, Financial Planning and Analysis
(604-276-4231)

MS:jy

Att. 1: One-Time Expenditure Requests – RECOMMENDED
2: One-Time Expenditure Requests – NOT RECOMMENDED

2017 One-Time Expenditure Requests – RECOMMENDED (in $000s)

Ref	Requested By	Description	$ Requested Amount	SMT Recommended Amount
1	Law and Community Safety	**Respiratory Protection Service and Assets Management Solution Upgrade** The current Respiratory Protection Service and Asset Management Solution at Richmond Fire and Rescue requires an upgrade. This system conducts, captures, and analyzes all activities and repairs on the more than 110 air-packs, 300 cylinders and 200 masks that Richmond Fire department own.	$50	$50
2	Community Services	**Major Event Funding for 2018** Request to add $1.51M to the Major Events Provision for 2018 events to allow continued financial support for festivals approved by Council. Events include Ships to Shore Festival ($200K), Richmond Canada Day ($280K), Maritime Festival ($250K), Richmond World Festival ($400K) and Harvest Festival ($160K), 2018 Children's Arts Festival ($75K) Days of Summer marketing campaign ($85K), City Branded Event Assets ($15K) and Sunset Series ($45K).	$1,510	$1,510
3	Finance and Corporate Services	**Auto Property Tax Deferral Renewal** Currently, homeowners who have applied and are approved for the Property Tax Deferral process by the Province need to submit a new application each year. This system will reduce the workload associated with re-application by using software and automated processes to handle the re-application.	$40	$40
4	Community Services	**Connected Richmond - Community Harmony Research Project** Richmond's changing demographics have implications for the City and cultural harmony. The Social Development Strategy identified the need to: a) clarify the City's role in refugee and immigrant settlement, b) improve intercultural communication, and c) facilitate opportunities for immigrants in civic life.	$50	$50

2017 One-Time Expenditure Requests – RECOMMENDED (in $000s)

Ref	Requested By	Description	$ Requested Amount	SMT Recommended Amount
5	Law and Community Safety	**Qlik nPrinting Solution** This solution would enable Richmond Fire to provide more analytical tools to assess and report staff performance ad-hoc or on a scheduled basis, such as daily or weekly. The solution will provide analytics to improve services, such as service delivery, truck deployment time, and employee performance.	$34	$34
6	Law and Community Safety	**Richmond Fire Vehicle Reserve** Richmond Fire Vehicle Reserve is not sustainable due to the effect of the US exchange rate on the purchase of Front Line Fire Vehicles. Richmond Fire requires a one-time funding of 2.5M which would ensure that the reserve is sustainable until at least 2028.	$2,500	$2,500
7	Community Services	**Watermania Fitness Equipment** Fitness equipment at Watermania is well used with around 200 visits daily. Industry best practices replace cardio equipment every 3 to 4 years.	$75	$75
8	Community Services	**London Heritage Farm - Interpretive and Directional Signage Program** To enhance visitors experience, an interpretive and directional signage program is required. This program would provide cohesive in-depth information about the history of farming and directions to amenities and outdoor displays.	$39	$39

2017 One-Time Expenditure Requests – RECOMMENDED (in $000s)

Ref	Requested By	Description	$ Requested Amount	SMT Recommended Amount
9	Community Services	**Gateway Theatre Main Stage Lighting Replacement** The lighting system for the Gateway Theatre main stage is 30 years old and needs to be replaced with a more efficient LED system. An inventory of needed equipment has already taken place. Based on an early estimate, needed are 90 colour source spotlights, 55 varieties of lens tubes, 40 fresnel adapters, 15 cyc adapters, 30 Rogue R2 wash lights, 120 safety cables, 4 I-Cue intelligent mirrors, 4 DMX Irises, 4 PSU for I-Cue with DMX, and a new lighting board console as the current lighting board will not support the new LED lights.	$385	$385
10	Community Services	**Partners for Beautification - Development and Implementation of New Visual Identity** An opportunity exists to increase participation in this program through the creation of a new visual identity along with supporting promotional materials including a new name and logo, signage, and branded shirts and vests to identify volunteers in the community.	$42	$42
11	Community Services	**Museum & City Hall Display Cases** New exhibit cases are required for City Hall and Richmond Museum. Current cases are over 15 years old and are unsafe and unstable, not secure, worn and dated in appearance.	$180	$180

2017 One-Time Expenditure Requests – RECOMMENDED (in $000s)

Ref	Requested By	Description	$ Requested Amount	SMT Recommended Amount
12	Community Services	**London Heritage Farm Outbuildings & Grounds** Repair the out buildings (barn, toolsheds, chicken coop and bee house) at London Farm and provide ongoing maintenance. London Heritage Farm (LHF) is 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.	$389	$389
13	Engineering and Public Works	**Minoru Arenas Infrastructure Replacements** Multiple systems in this building constructed in 1965 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 associated miscellaneous items that will service to prolong the life of the building and ensure the health and safety of its users / inhabitants. Building Envelope - Roof replacement of remaining roof area to the Stadium Arena as well as complete replacement of all roofing systems on the Silver Arena. Envelope re-sealing and replacement of exterior wood elements that have rotted. Interior Renovations - Interior doors to be replaced, east change room renovations, various building improvements as requested by the operators. Refrigeration System - Replacement of the chiller, brine pumps, compressors and motor controls.	$1,859	$1,859

2017 One-Time Expenditure Requests – RECOMMENDED (in $000s)

Ref	Requested By	Description	$ Requested Amount	SMT Recommended Amount
14	Engineering and Public Works	**South Arm Pool HVAC** Multiple systems in this facility constructed in 1972 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 associated miscellaneous items that will service to prolong the life of the building and ensure the health and safety of its users / inhabitants. Mechanical - The make-up air unit and associated systems will be replaced with energy efficient units. Finishes - The floors, ceilings and walls of the building are all in need of renewal and updating and will be replaced or refinished as part of this project.	$216	$216
15	Law and Community Safety	**Emergency Programs Plan Update** Emergency Programs would like to hire a qualified consultant to review the City's existing Emergency Management Plans and recommend changes to ensure the legislated requirement as set out under the Emergency Program Act and Local Authority Management Regulations are being met.	$40	$40
16	Community Services	**Events Sustainability Implementation Initiative** Increase the awareness and importance of sustainability in special event planning and implementation. Funding will be used primarily to support initiatives related to the City's Sustainability Events Toolkit which was launched in 2016.	$45	$45
17	Law and Community Safety	**Richmond Fire Rescue Plan Update** Consultant to develop a systematic evaluation of the City's Strategic Plans, Fire Departments present procedures, practices and historical response data along with a comprehensive review of current and emerging community risks.	$60	$60

2017 One-Time Expenditure Requests – RECOMMENDED (in $000s)

Ref	Requested By	Description	$ Requested Amount	SMT Recommended Amount
18	Community Services	**Funding for the Update of the Richmond Arts Strategy** Arts Strategy 2012 to 2017 is due for an update to reflect the current environment, identify trends and opportunities and determine future arts programming, infrastructure and policy. A Cultural Space Needs Assessment was an identified need in the Strategy, City Centre Area Plan and Official Community Plan.	$75	$75
19	Community Services	**Increased Parks Maintenance for City Centre Parks, Building Sites and Medians** Since the adoption of Pesticide Use Control Bylaw (PUC) No. 8514 in 2009, Parks Operations requires additional funding to control and manage landscape pests and weeds. Staff has been challenged to meet pre-pesticide control maintenance levels.	$200	$200
2017 One-Time Total - RECOMMENDED			**$7,789**	**$7,789**

2017 One-Time Expenditure Requests – NOT RECOMMENDED (in $000s)

Ref	Requested By	Description	$ Requested Amount	SMT Recommended Amount
20	Community Services	**Museum & Artefact Storage** The City has over 20,000 artefacts in 8 locations that are full. Preparation for relocating artefacts to a centralized appropriate warehouse includes an update of the artefact collection inventory and a collection review to ensure artefacts are appropriate for current policy and eliminate duplication.	$240	-
21	Engineering and Public Works	**Street Light Pole Replacement - Seafair & Richmond Gardens - Phase 3 of 5** Remove and replace approximately 200 existing streetlight poles and retrofit concrete bases to allow for the proper installation of new street light poles in the Seafair and Richmond Gardens subdivisions. This is phase 3 of the 5 year project.	$120	-
22	Community Services	**Digitization of City Artefact Collection for Public Access** The City has over 20,000 artefacts. As part of database development 2,100 artefacts in the migration collection were digitized. This project will digitize the rest of the collection, providing public access through an online database, and a photographic record for preservation and legal purposes.	$330	-
23	Engineering and Public Works	**Thompson Community Centre Heat Pump Replacements** The rooftop heating pumps at Thompson Community Centre were installed in 1995 and are past their life expectancy. The heat pumps are necessary for heating and cooling of the building. Remove the existing four (4) rooftop heat pumps at Thompson Community Centre and install four (4) new rooftop heat pumps.	$520	-

NOT RECOMMENDED

2017 One-Time Expenditure Requests – NOT RECOMMENDED (in $000s)

Ref	Requested By	Description	$ Requested Amount	SMT Recommended Amount
24	Engineering and Public Works	**Thompson Community Hall Renewals** Multiple systems in this building constructed in 1960 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 associated miscellaneous items that will service to prolong the life of the building. Mechanical - Existing gas furnaces and associated ducting / venting will be replaced as necessary. Electrical and Fire - The lighting systems, electrical panels and fire panels will all be replaced. Finishes - Exterior window conversion from single pane to double pane and floor system renewal.	$211	-
2017 One-Time Total – NOT RECOMMENDED			**$1,421**	-

NOT RECOMMENDED

City of Richmond

Memorandum

Finance and Corporate Services Division
City Clerk's Office

To:	Mayor and Councillors	**Date:**	December 2, 2016
From:	David Weber Director, City Clerk's Office	**File:**	12-8060-20-009633/Vol 01
Re:	**Recommended Amendment to Waterworks and Water Rates Bylaw No. 5637, Amendment Bylaw No. 9633 (Schedule D)**		

The purpose of this memo is to advise that an unintended change to a Schedule was noticed in Waterworks and Water Rates Bylaw No. 5637, Amendment Bylaw No. 9633 following third reading. Specifically, an outdated Schedule D, which establishes the fee structure for service connections, was included with the recent amending Bylaw. The Bylaw was given three readings at the November 28, 2016 Regular Open Council meeting.

An amendment to the Bylaw will therefore be required at the Council meeting on December 12, 2016, in order to make this important correction. The necessary motions are included on the agenda cover sheet. The updated Schedule is attached to this memorandum.

This amendment has no impact to the rates charged to residents.

Following this amendment, the Bylaw can be placed on the next available Council agenda for adoption prior to year end.

If you have any procedural questions pertaining to this amendment, please do not hesitate to contact me. If you have questions regarding the water rates or other utility rates, please contact Suzanne Bycraft, Manager, Fleet and Environmental Programs or Lloyd Bie, Manager, Engineering Planning.

David Weber
Director, City Clerk's Office
(604-276-4098)

SCHEDULE "D" to BYLAW 5637

1. WATER CONNECTION CHARGE

One-Family, Two-Family, Multi-Family, Industrial, Commercial Water Connection Size	Connection Charge	
	Tie In Charge	**Price Per Metre of Service Pipe**
25mm (1") diameter	$2,550	$175.00
40mm (1 ½") diameter	$3,500	$175.00
50mm (2") diameter	$3,650	$175.00
100mm (4") diameter or larger	in accordance with Section 38	in accordance with Section 38

2. DESIGN PLAN PREPARED BY CITY

Design plan prepared by City for one-family dwelling or two-family dwelling	$1,000 each
Design plan for all other buildings	$2,000

3. WATER METER INSTALLATION FEE

Install water meter [s. 3A(a)]	$1,000 each

City of Richmond

Bylaw 9633

Waterworks and Water Rates Bylaw No. 5637, Amendment Bylaw No. 9633

The Council of the City of Richmond enacts as follows:

1. The **Waterworks and Water Rates Bylaw No. 5637**, as amended, is further amended:

   a) by deleting section 9(b)(ii) and substituting the following:

   "(ii) the **City** will reimburse to the **property owner**, if the property is not a strata development, or the **Strata Corporation**, if the property is a strata development, the actual cost incurred to establish one or more new metered water service, to a maximum of the greater of:

   A) $100,000.00 per **multi-family dwelling** property; or

   B) $1,200.00 per dwelling unit within a **multi-family dwelling** property."; and

   b) by deleting Schedules A through G and substituting the schedules attached to and forming part of this Bylaw.

2. This Bylaw comes into force and effect on January 1, 2017.

3. This Bylaw is cited as **"Waterworks and Water Rates Bylaw No. 5637, Amendment Bylaw No. 9633".**

FIRST READING	NOV 28 2016
SECOND READING	NOV 28 2016
THIRD READING	NOV 28 2016
ADOPTED	

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

MAYOR

CORPORATE OFFICER

SCHEDULE TO BYLAW NO. 9633

SCHEDULE "A" to BYLAW NO. 5637

BYLAW YEAR - 2017

FLAT RATES FOR
RESIDENTIAL, AGRICULTURAL, AND INSTITUTIONAL PROPERTIES

		Annual Fee
A.	Residential dwellings per unit	
	One-Family Dwelling or Two-Family Dwelling	$684.02
	Townhouse	$599.93
	Apartment	$360.81
B.	Stable or Barn per unit	$137.82
C.	Field Supply – each trough or water receptacle or tap	$86.16
D.	Public Schools for each pupil based on registration January 1st	$8.16

SCHEDULE "B" TO BYLAW NO. 5637

BYLAW YEAR 2017

METERED RATES FOR INDUSTRIAL, COMMERCIAL, INSTITUTIONAL, MULTI-FAMILY, STRATA-TITLED AND FARM PROPERTIES

1. RATES

Consumption per cubic metre:	$1.2883
Minimum charge in any 3-month period (not applicable to Farms)	$114.00

2. RATES FOR EACH METER

Rent per **water meter** for each 3-month period:

Meter Size	Base Rate
16 mm to 25 mm (inclusive)	$15
32 mm to 50 mm (inclusive)	$30
75 mm	$110
100 mm	$150
150 mm	$300
200 mm and larger	$500

SCHEDULE "C" TO BYLAW NO. 5637

BYLAW YEAR 2017

METERED RATES FOR ONE-FAMILY DWELLING AND TWO-FAMILY DWELLING

1. RATES

Consumption per cubic metre: $1.2883

2. RATES FOR EACH METER

Rent per **water meter** for each 3-month period:

Meter Size	Base Rate
16 mm to 25 mm (inclusive)	$12
32 mm to 50 mm (inclusive)	$14
75 mm	$110
100 mm	$150
150 mm	$300
200 mm and larger	$500

SCHEDULE "D" to BYLAW 5637

BYLAW YEAR - 2017

1. WATER CONNECTION CHARGE

One-Family, Two-Family, Multi-Family, Industrial, Commercial Water Connection Size	Connection Charge	
	Tie In Charge	Price Per Metre of Service Pipe
25mm (1") diameter	$2,550	$175.00
40mm (1 ½") diameter	$3,500	$175.00
50mm (2") diameter	$3,650	$175.00
100mm (4") diameter	$6,900	$350.00
150mm (6") diameter	$7,100	$350.00
200mm (8") diameter	$7,300	$350.00
larger than 200mm (8") diameter	by estimate	by estimate

2. DESIGN PLAN PREPARED BY CITY

Design plan prepared by City for One-Family Dwelling or Two-Family Dwelling	$1,000 each
Design plan for all other buildings	$2,000

3. WATER METER INSTALLATION FEE

Install water meter [s. 3A(a)]	$1,000 each

SCHEDULE "E" to BYLAW 5637

BYLAW YEAR - 2017

CONSTRUCTION PERIOD WATER CONSUMPTION RATES – RESIDENTIAL

MONTH (2016)	ONE-FAMILY DWELLINGS & EACH UNIT IN A TWO-FAMILY DWELLING (rate per unit)	START BILL YEAR	MULTI-FAMILY LESS THAN 4 STOREYS (rate per unit)	START BILL YEAR	MULTI-FAMILY 4 STOREYS OR MORE (rate per unit)	START BILL YEAR
January	$684	2018	$560	2018	$740	2019
February	$627	2018	$1,101	2019	$710	2019
March	$570	2018	$1,055	2019	$680	2019
April	$513	2018	$1,008	2019	$649	2019
May	$456	2018	$961	2019	$619	2019
June	$399	2018	$915	2019	$589	2019
July	$342	2018	$868	2019	$559	2019
August	$1,003	2019	$821	2019	$927	2020
September	$946	2019	$775	2019	$897	2020
October	$889	2019	$728	2019	$867	2020
November	$832	2019	$681	2019	$837	2020
December	$775	2019	$635	2019	$807	2020

CONSTRUCTION PERIOD WATER CONSUMPTION RATES – COMMERCIAL AND INDUSTRIAL

Water Connection Size	Consumption Charge
20mm (3/4") diameter	$135
25mm (1") diameter	$270
40mm (1 ½") diameter	$675
50mm (2") diameter and larger	$1,690

SCHEDULE "F" to BYLAW 5637

BYLAW YEAR - 2017

MISCELLANEOUS CHARGES

1.	For an inaccessible meter as set out in Section 7	$171 per quarter
2.	For each turn on or turn off	$100
3.	For each non-emergency service call outside regular hours	Actual Cost
4.	Fee for testing a water meter	$365
5.	Water Service Disconnections:	
	(a) when the service pipe is temporarily disconnected at the property line for later use as service to a new building	$165
	(b) when the service pipe is not needed for a future development and must be permanently disconnected at the watermain, up to and including 50mm	$1,100
	(c) if the service pipe is larger than 50mm	Actual Cost
6.	Troubleshooting on private property	Actual Cost
7.	Fire flow tests of a watermain:	
	First test	$250
	Subsequent test	$150
8.	Locate or repair of curb stop service box or meter box	Actual Cost
9.	Toilet rebate per replacement	$100
10.	Fee for water meter verification request	$50

SCHEDULE "G" to BYLAW 5637

BYLAW YEAR - 2017

RATES FOR VANCOUVER INTERNATIONAL AIRPORT AUTHORITY (YVR)

Applicable rate is $0.7476 per cubic meter of water consumed, plus the following amounts:

- YVR's share of future water infrastructure capital replacement calculated at $0.3372 per m^3
- 50% of the actual cost of operations and maintenance activities on water infrastructure shared by the **City** and YVR, as shown outlined in red on the plan attached as Schedule H
- 100% of the actual cost of operations and maintenance activities on water infrastructure serving only YVR, as shown outlined in red on the plan attached as Schedule H
- 100% of the actual cost of operations and maintenance activities on a section of 1064 m water main, as shown outlined in green on the plan attached as Schedule H from the date of completion of the Canada Line public transportation line for a period of 5 years. After the 5 year period has expired, costs for this section will be equally shared between the **City** and YVR
- 76 m^3 of water per annum at rate of $0.7476 per cubic meter for water used annually for testing and flushing of the tank cooling system at Storage Tank Farm TF2 (in lieu of metering the 200 mm diameter water connection to this facility

(Note: water infrastructure includes water mains, pressure reducing valve stations, valves, hydrants, sponge vaults and appurtenances)

City of Richmond

Bylaw 9634

Drainage, Dyke and Sanitary Sewer Bylaw No. 7551, Amendment Bylaw No. 9634

The Council of the City of Richmond enacts as follows:

1. The **Drainage, Dyke and Sanitary Sewer System Bylaw No. 7551**, as amended, is further amended by deleting Schedule B and Schedule C in their entirety and substituting the schedules attached to and forming part of this Bylaw.

2. This Bylaw comes into force and effect on January 1, 2017.

3. This Bylaw is cited as **"Drainage, Dyke and Sanitary Sewer Bylaw No. 7551, Amendment Bylaw No. 9634".**

FIRST READING	NOV 28 2016
SECOND READING	NOV 28 2016
THIRD READING	NOV 28 2016
ADOPTED	

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

MAYOR

CORPORATE OFFICER

SCHEDULE to Bylaw 9634

SCHEDULE B to BYLAW NO. 7551

SANITARY SEWER USER FEES

1. FLAT RATES FOR NON-METERED PROPERTIES

		Annual Fee Per Unit
(a)	Residential Dwellings	
	(i) One-Family Dwelling or Two-Family Dwelling	$464.32
	(ii) Multiple-Family Dwellings of less than 4 storeys in height	$424.83
	(iii)Multiple-Family Dwellings 4 or more storeys in height	$353.83
(b)	Public School (per classroom)	$363.36
(c)	Shops and Offices	$430.28

2. RATES FOR METERED PROPERTIES

Regular rate per cubic metre of water delivered to the property:	$ 1.1324

3. RATES FOR COMMERCIAL, INDUSTRIAL, INSTITUTIONAL AND AGRICULTURAL

Minimum charge in any quarter of a year:	$ 86.00

SCHEDULE B to BYLAW NO. 7551

SANITARY SEWER USER FEES

4. CONSTRUCTION PERIOD – PER DWELLING UNIT

Month (2016)	One-Family Dwellings & Each Unit in a Two-Family Dwelling (rate per unit)	Start Bill Year	Multi-Family Dwelling Less than 4 Storeys (rate per unit)	Start Bill Year	Multi-Family Dwelling 4 Storeys or More (rate per unit)	Start Bill Year
January	$464	2018	$425	2018	$725	2019
February	$426	2018	$836	2019	$696	2019
March	$387	2018	$800	2019	$666	2019
April	$348	2018	$765	2019	$637	2019
May	$310	2018	$729	2019	$607	2019
June	$271	2018	$694	2019	$578	2019
July	$232	2018	$658	2019	$548	2019
August	$681	2019	$623	2019	$909	2020
September	$642	2019	$588	2019	$880	2020
October	$604	2019	$552	2019	$850	2020
November	$565	2019	$517	2019	$821	2020
December	$526	2019	$481	2019	$791	2020

SCHEDULE C to BYLAW NO. 7551

DRAINAGE AND DYKE SYSTEM FEES

	Annual Fee Per Unit
1. DRAINAGE SYSTEM FEE	
(a) Residential properties	$144.79
(b) Agricultural properties	$144.79
(c) Stratified industrial, commercial and institutional properties	$144.79
(d) Non-stratified industrial, commercial and institutional properties with lot areas less than 800 m^2	$144.79
(e) Non-stratified industrial, commercial and institutional properties with lot areas greater than 800 m^2	$300.00
(f) Non-stratified industrial, commercial and institutional properties with lot areas greater than 10,000 m^2	$600.00
2. DYKE SYSTEM FEE	
(a) Residential properties	$11.11
(b) Agricultural properties	$11.11
(c) Stratified industrial, commercial and institutional properties	$11.11
(d) Non-stratified industrial, commercial and institutional properties with lot areas less than 800 m^2	$11.11
(e) Non-stratified industrial, commercial and institutional properties with lot areas greater than 800 m^2	$22.23
(f) Non-stratified industrial, commercial and institutional properties with lot areas greater than 10,000 m^2	$44.45

City of Richmond

Bylaw 9640

Solid Waste & Recycling Regulation Bylaw No. 6803, Amendment Bylaw No. 9640

The Council of the City of Richmond enacts as follows:

1. The **Solid Waste and Recycling Regulation Bylaw No. 6803**, as amended, is further amended at Part One by deleting section 1.6.1 (k) and substituting the following:

   "(k) excrement, other than amounts of pet excrement that are double bagged and discarded with **garbage** and that do not exceed either 5% of the total weight of the **garbage cart** or **garbage container** or 5% of the total volume of the **garbage cart** or **garbage container**;"

2. The **Solid Waste and Recycling Regulation Bylaw No. 6803**, as amended, is further amended at Part Two by adding the following at after section 2.5.4(a) as a new section 2.5.4(b) and renumbering the existing section 2.5.4(b) as section 2.5.4(c):

   "(b) up to one (1) additional **yard/food waste cart** on request to each **single-family dwelling** and each unit in a **duplex dwelling** to which **garbage** collection service is provided, and each unit in a **townhouse development** to which **City garbage** or **City** blue box recycling service is provided; and"

3. The **Solid Waste and Recycling Regulation Bylaw No. 6803**, as amended, is further amended by deleting Schedules A through D and substituting Schedule A attached to and forming part of this Bylaw.

4. This Bylaw is cited as **"Solid Waste & Recycling Regulation Bylaw No. 6803, Amendment Bylaw No. 9640"**, and is effective January 1, 2017.

FIRST READING	NOV 28 2016
SECOND READING	NOV 28 2016
THIRD READING	NOV 28 2016
ADOPTED	

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

MAYOR

CORPORATE OFFICER

SCHEDULE A to BYLAW NO. *9640*

BYLAW YEAR: 2017

SCHEDULE A to BYLAW NO. 6803

FEES FOR CITY GARBAGE COLLECTION SERVICE		
Annual City garbage collection service fee for each unit in a single-family dwelling, each unit in a duplex dwelling, and each unit in a townhouse development: 80L container	$	72.22
Annual City garbage collection service fee for each unit in a townhouse development with weekly collection service: 80L container	$	86.67
Annual City garbage collection service fee for each unit in a single-family dwelling, each unit in a duplex dwelling, and each unit in a townhouse development: 120L container	$	96.67
Annual City garbage collection service fee for each unit in a townhouse development with weekly collection service: 120L container	$	116.00
Annual City garbage collection service fee for each unit in a single-family dwelling, each unit in a duplex dwelling, and each unit in a townhouse development: 240L container	$	113.33
Annual City garbage collection service fee for each unit in a townhouse development with weekly collection service: 240L container	$	136.00
Annual City garbage collection service fee for each unit in a single-family dwelling, each unit in a duplex dwelling, and each unit in a townhouse development: 360L container	$	220.00
Annual City garbage collection service fee for each unit in a townhouse development with weekly collection service: 360L container	$	264.00
Annual City garbage collection service fee for each unit in a multi-family dwelling		
- Weekly service	$	40.00
- Twice per week service	$	78.33
Optional Monthly City garbage collection service fee for Commercial customers		
- Weekly service	$	74.39
- Cost per additional cart	$	29.76
Optional Monthly City garbage collection service fee for Commercial customers		
- Twice weekly service	$	131.61
- Cost per additional cart	$	57.22
Fee for garbage cart replacement	$	25.00
Fee for each excess garbage container tag	$	2.00
Large Item Pick Up fee	$	8.61

SCHEDULE A to BYLAW NO. *9640*

SCHEDULE B to BYLAW NO. 6803

FEES FOR CITY RECYCLING SERVICE		
Annual City recycling service fee:		
(a) For residential properties, which receive blue box service (per unit)	$	51.72
(b) For multi-family dwellings or townhouse developments which receive centralized collection service (per unit)	$	36.28
Annual City recycling service fee:		
(a) For yard and garden trimmings and food waste from single-family dwellings and from each unit in a duplex dwelling (per unit)	$	113.33
(b) For yard and garden trimmings and food waste from townhome dwellings that receive City garbage or blue box service (per unit)	$	50.56
(c) For yard and garden trimmings and food waste from multi-family dwellings		
- Weekly Service	$	38.89
- Twice per week service	$	58.89
Cardboard bin recycling service for multi-family dwellings, collected once every 2 weeks	$	50.00/bin/month
Fee for yard/food waste cart replacement	$	25.00
Annual City recycling service fee for non-residential properties	$	2.79
Optional Monthly City organics collection service fee for Commercial customers		
- Weekly service	$	66.67
- Cost per additional cart	$	27.78
Optional Monthly City organics collection service fee for Commercial customers		
- Twice weekly service	$	105.56
- Cost per additional cart	$	44.44
City recycling service fee for the Recycling Depot:		
(a) (i) for yard and garden trimmings from residential properties		$20.00 per cubic yard for the second and each subsequent cubic yard
(ii) for recyclable material from residential properties	$	0.00
(b) For yard and garden trimmings from non-residential properties		$20.00 per cubic yard
(c) For recycling materials from non-residential properties	$	0.00

SCHEDULE C to BYLAW NO. 6803

FEES FOR CITY LITTER COLLECTION SERVICE		
Annual City litter collection service fee for both residential properties and non-residential properties	$	29.78

SCHEDULE A to BYLAW NO. *9640*

SCHEDULE D TO BYLAW 6803

NEW RESIDENTIAL PROPERTY PAYMENT FEE SCHEDULE									
		GARBAGE, RECYCLING & LITTER COLLECTION FEE				RECYCLING & LITTER COLLECTION FEE PER STRATA LOT			
		Single-Family Dwellings & Each Unit in a Duplex Dwelling		Townhouse Development		Townhouse Development		Multi-Family Development	
Month in Current Year in which Building Permit is Issued		Prorated Fee Per Unit	Year in which Annual Fee Commences	Prorated Fee Per Unit	Year in which Annual Fee Commences	Prorated Fee Per Unit	Year in which Annual Fee Commences	Prorated Fee Per Unit	Year in which Annual Fee Commences
January	2017	$ 143	2018	$ -	2018	$ -	2018	$ 48	2019
February	2017	$ 119	2018	$ 200	2019	$ 111	2019	$ 40	2019
March	2017	$ 95	2018	$ 182	2019	$ 101	2019	$ 32	2019
April	2017	$ 71	2018	$ 163	2019	$ 91	2019	$ 24	2019
May	2017	$ 48	2018	$ 145	2019	$ 81	2019	$ 16	2019
June	2017	$ 24	2018	$ 127	2019	$ 71	2019	$ 8	2019
July	2017	$ -	2018	$ 109	2019	$ 61	2019	$ -	2019
August	2017	$ 267	2019	$ 91	2019	$ 51	2019	$ 90	2020
September	2017	$ 242	2019	$ 73	2019	$ 40	2019	$ 82	2020
October	2017	$ 218	2019	$ 54	2019	$ 30	2019	$ 74	2020
November	2017	$ 194	2019	$ 36	2019	$ 20	2019	$ 66	2020
December	2017	$ 170	2019	$ 18	2019	$ 10	2019	$ 57	2020

CNCL - 214

City of Richmond

Bylaw 9208

Richmond Zoning Bylaw 8500
Amendment Bylaw 9208 (RZ 10-545413)
7100 No. 2 Road

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **"COMPACT SINGLE DETACHED (RC2)".**

   P.I.D. 004-126-416
   Lot 64 Section 18 Block 4 North Range 6 West New Westminster District Plan 17641

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9208".**

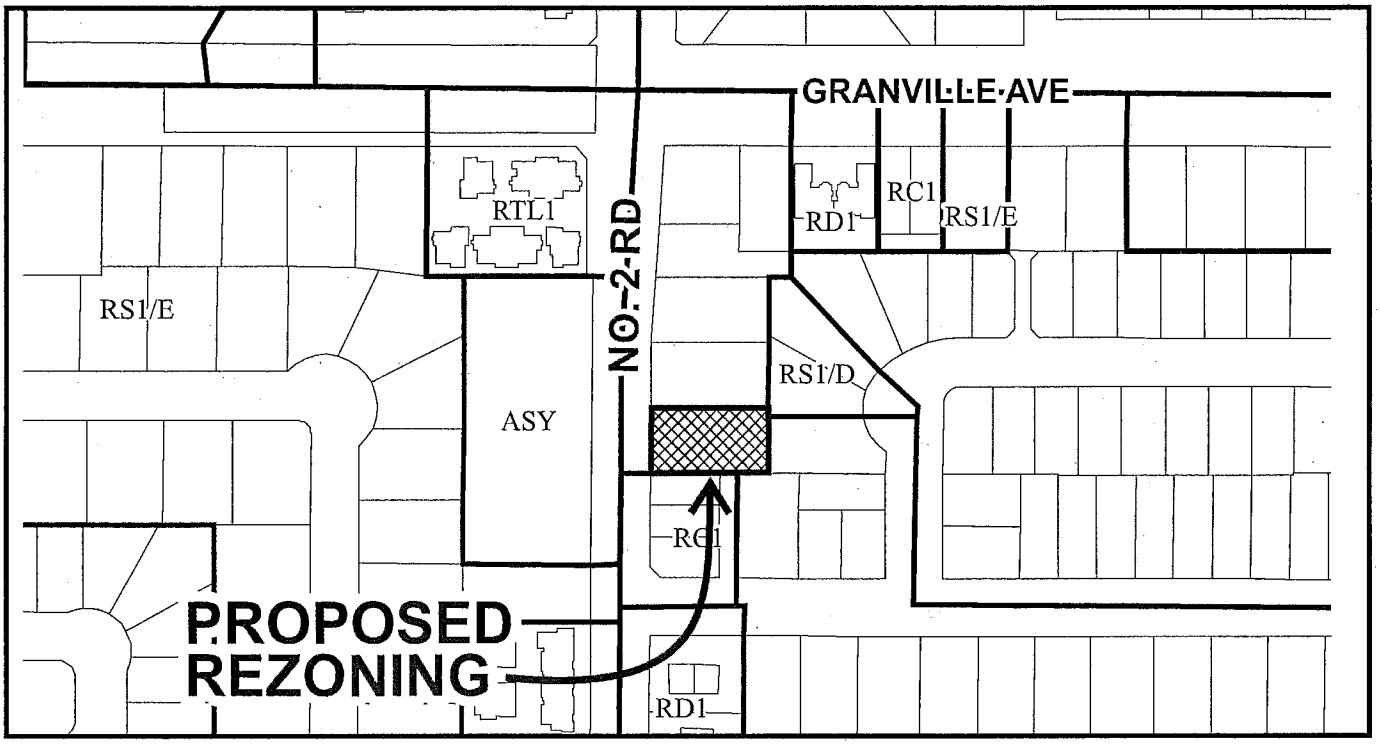
FIRST READING	JAN 26 2015
A PUBLIC HEARING WAS HELD ON	FEB 16 2015
SECOND READING	FEB 16 2015
THIRD READING	FEB 16 2015
OTHER REQUIREMENTS SATISFIED	DEC 08 2016
ADOPTED	

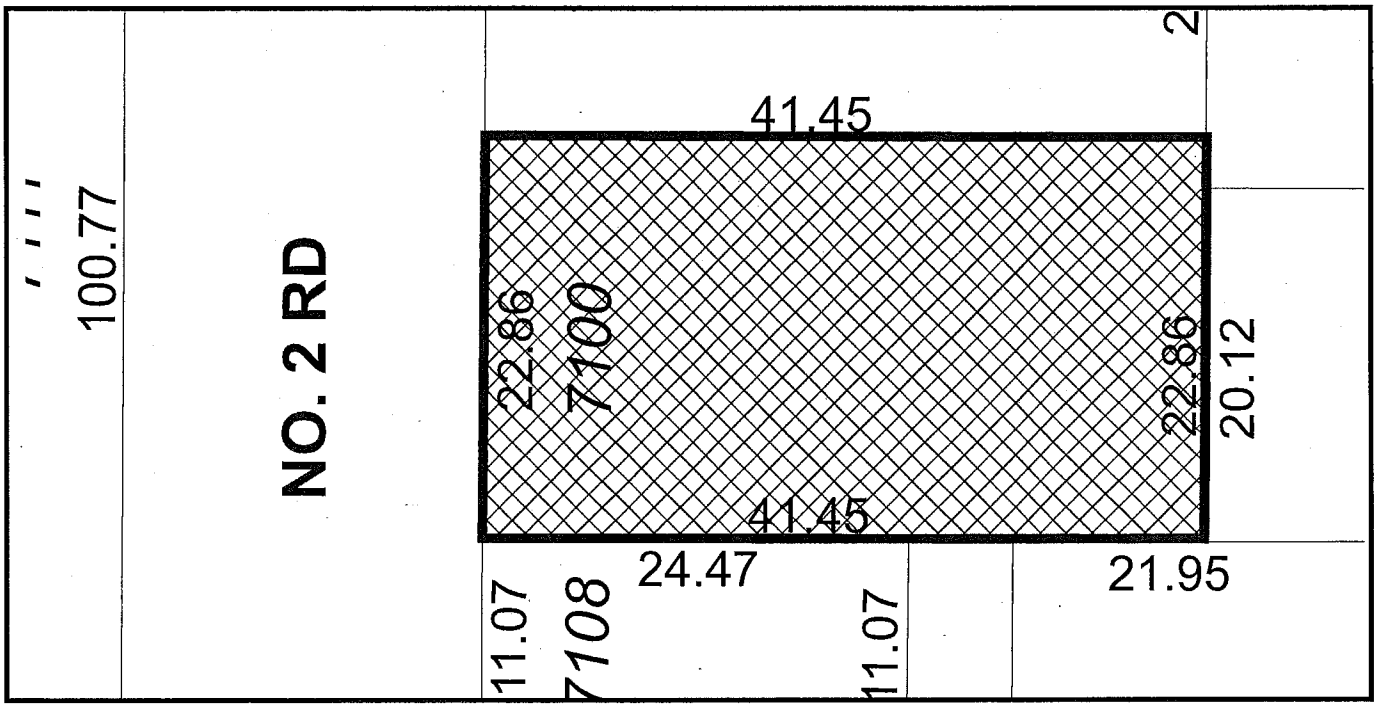
CITY OF RICHMOND
APPROVED by
APPROVED by Director or Solicitor

MAYOR

CORPORATE OFFICER

City of
Richmond





RZ 10-545413

Original Date: 01/08/15

Revision Date:

Note: Dimensions are in METRES

City of Richmond

Bylaw 9285

Richmond Zoning Bylaw 8500 Amendment Bylaw 9285 (RZ 14-663202) 4211 and 4231 Pendlebury Road

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

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

   P.I.D 001-994-778
   Lot 1 Except: Firstly: Part Subdivided by Plan 27562 and Secondly: Parcel A (Bylaw Plan 53625), Section 26 Block 4 North Range 7 West New Westminster District Plan 18265

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9285".**

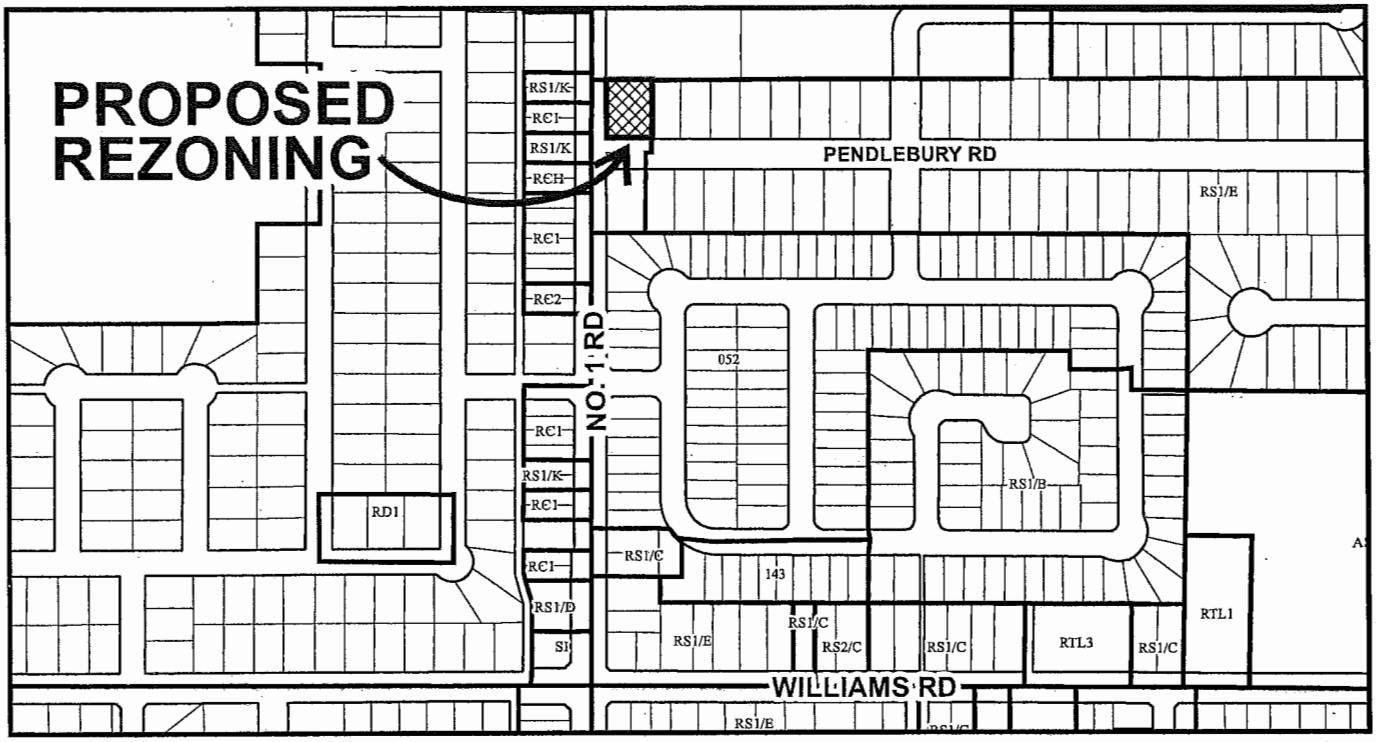
FIRST READING	FEB 0 9 2016
A PUBLIC HEARING WAS HELD ON	MAR 2 1 2016
SECOND READING	MAR 2 1 2016
THIRD READING	MAR 2 1 2016
OTHER CONDITIONS SATISFIED	DEC 0 8 2016
ADOPTED	

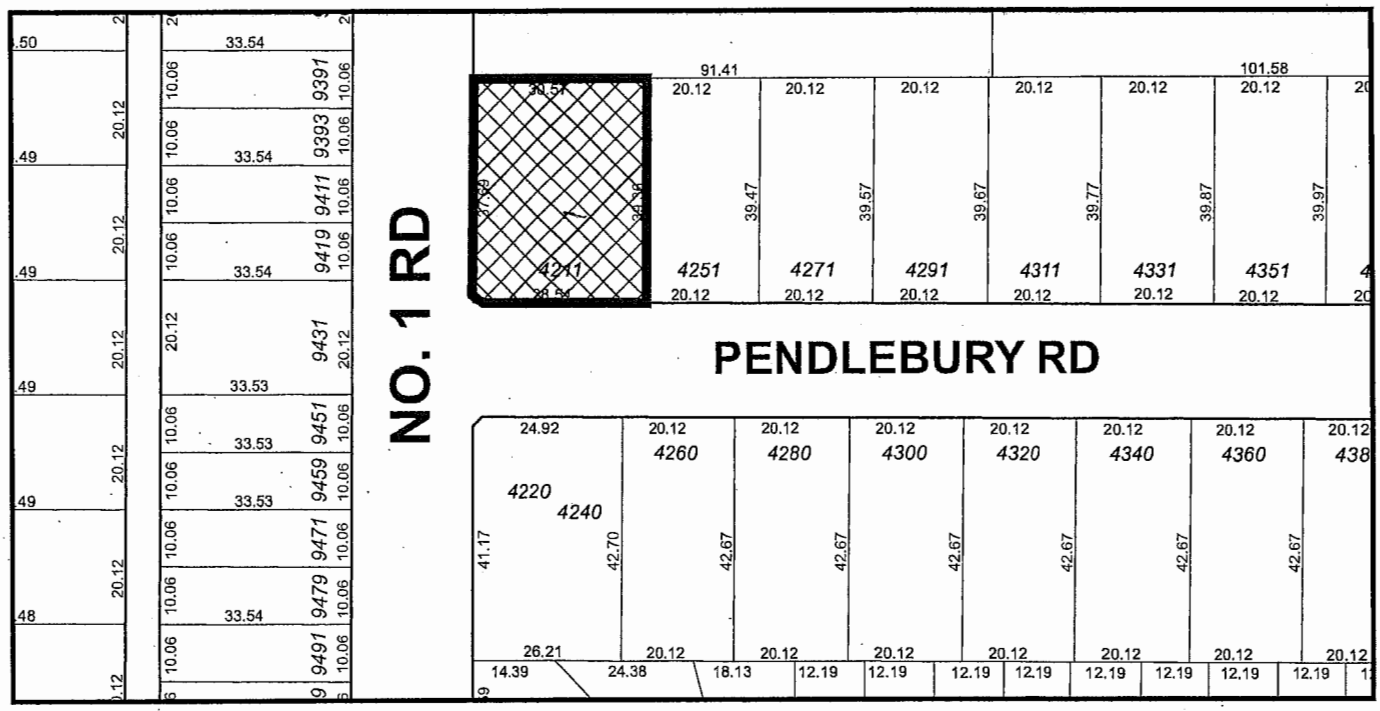
CITY OF RICHMOND
APPROVED by
APPROVED by Director or Solicitor

MAYOR

CORPORATE OFFICER

City of Richmond





RZ 14-663202

Original Date: 05/29/14

Revision Date:

Note: Dimensions are in METRES

City of Richmond

Bylaw 9505

Richmond Zoning Bylaw 8500
Amendment Bylaw 9505 (RZ 15-703150)
9131 Steveston Hwy

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 **"COMPACT SINGLE DETACHED (RC2)".**

   P.I.D. 001-270-800
   Lot 10 Section 34 Block 4 North Range 6 West New Westminster District Plan 16935

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9505".**

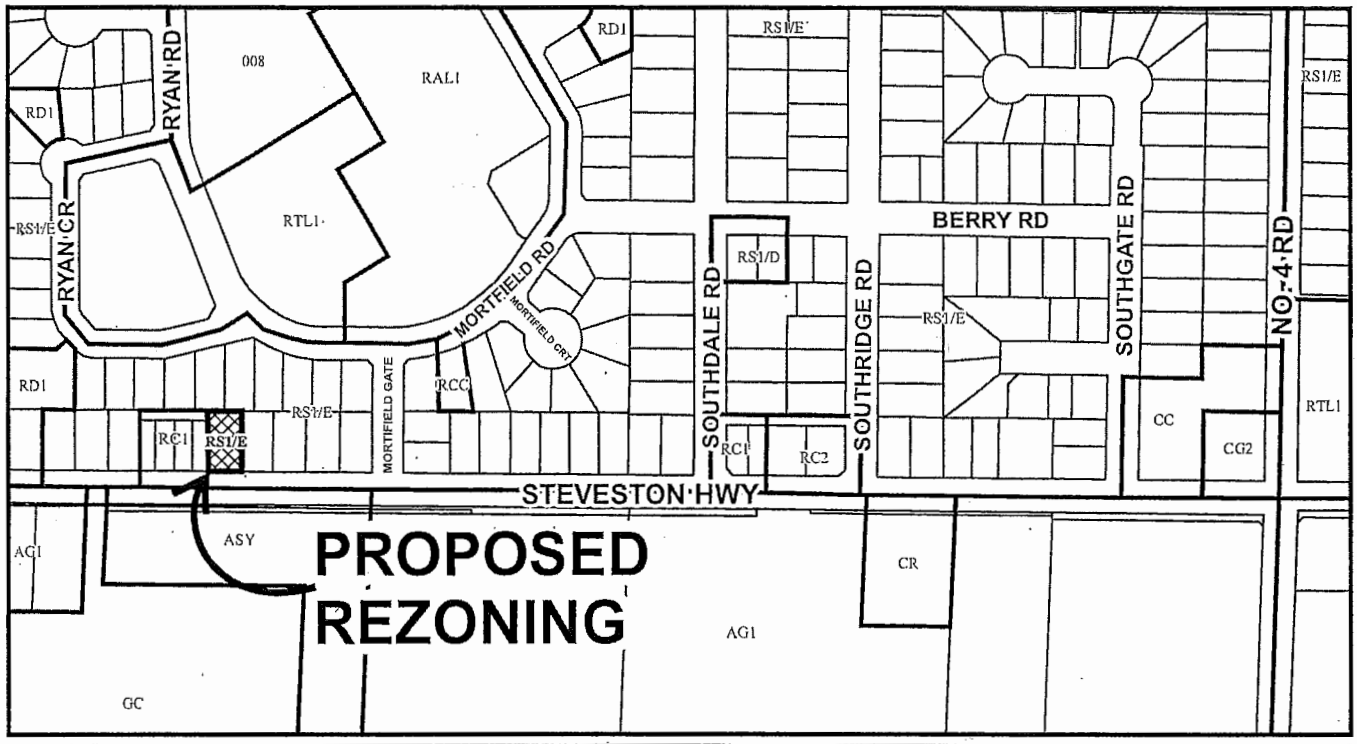
FIRST READING	NOV 2 3 2015
A PUBLIC HEARING WAS HELD ON	DEC 1 5 2015
SECOND READING	DEC 1 5 2015
THIRD READING	DEC 1 5 2015
OTHER REQUIREMENTS SATISFIED	DEC 0 7 2016
ADOPTED	

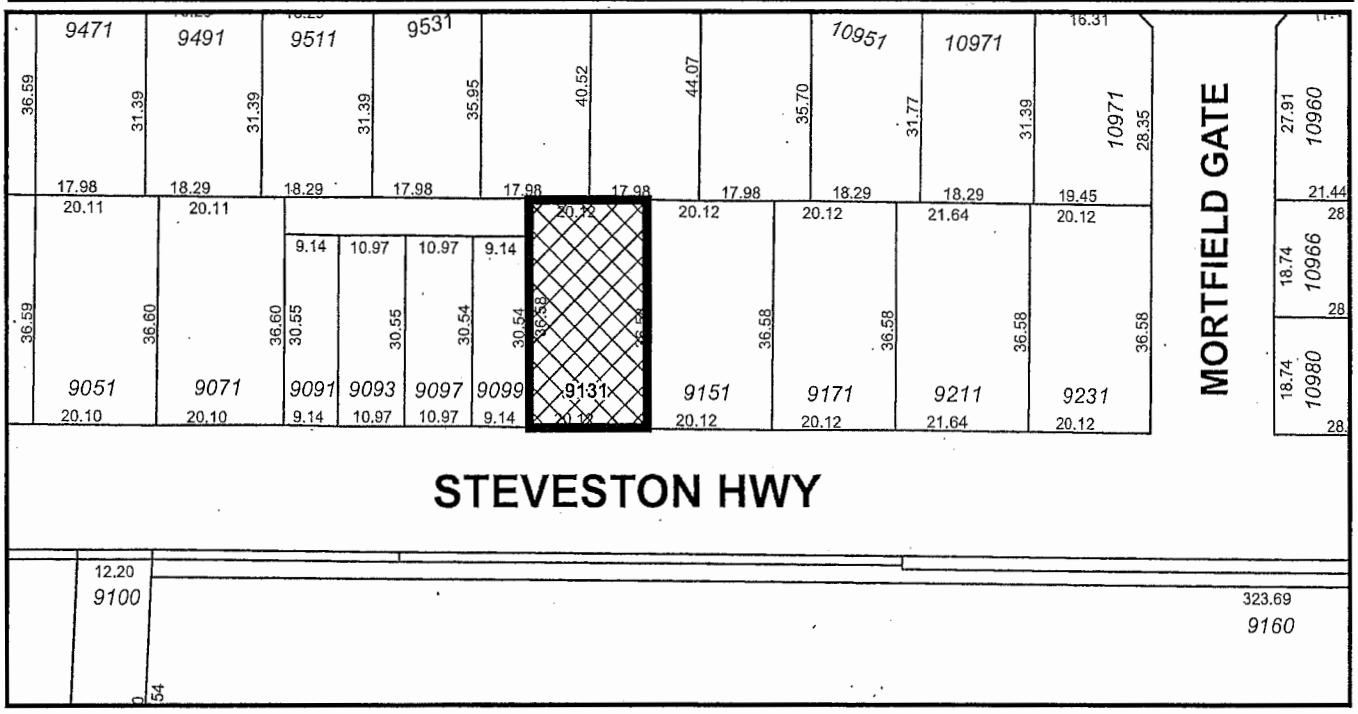
CITY OF RICHMOND
APPROVED by
APPROVED by Director or Solicitor

MAYOR

CORPORATE OFFICER

City of
Richmond





RZ 15-703150

Original Date: 07/21/15

Revision Date:

Note: Dimensions are in METRES