



City Council

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

**Monday, February 13, 2012
7:00 p.m.**

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ITEM

MINUTES

1. *Motion to adopt the minutes of the Regular Council Meeting held on Monday, January 23, 2012* (distributed previously).



AGENDA ADDITIONS & DELETIONS

PRESENTATION

Jane Fernyhough, Director, Arts, Culture & Heritage and Kim Somerville, Manager, Arts Services, to present the Richmond 2011 Arts Update.

COMMITTEE OF THE WHOLE

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



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ITEM

3. Delegations from the floor on Agenda items.
(PLEASE NOTE THAT FOR LEGAL REASONS, DELEGATIONS ARE NOT PERMITTED ON ZONING OR OCP AMENDMENT BYLAWS WHICH ARE TO BE ADOPTED)
4. *Motion to rise and report.*



RATIFICATION OF COMMITTEE ACTION

CONSENT AGENDA

(PLEASE NOTE THAT ITEMS APPEARING ON THE CONSENT AGENDA WHICH PRESENT A CONFLICT OF INTEREST FOR COUNCIL MEMBERS MUST BE REMOVED FROM THE CONSENT AGENDA AND CONSIDERED SEPARATELY.)

CONSENT AGENDA HIGHLIGHTS

- Receipt of Committee minutes
 - 2012 Capital Budget
 - 2012 Operating Budget
 - Current Issues That May Be Impacting Richmond Adolescents
 - Incubator Farming
 - Affordable Housing Strategy: 2012 Annual Review Of Income Thresholds and Affordable Rent Rates
 - 2012-2015 Richmond Intercultural Strategic Plan and Work Program
 - Land use applications for first reading (to be further considered at the Public Hearing on Monday, March 19, 2012):
 - 10580 River Drive – Rezone from (RS1/D) to (RS2/C) (Jagtar & Shingara Kandola – applicant)
 - 11291 Williams Road – Rezone from (RS1/E) to (RC2) (Robert Kirk – applicant)
 - Telecommunication Antenna Consultation and Siting Protocol
5. *Motion to adopt Items 6 through 15 by general consent.*



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Consent
Agenda
Item

6. COMMITTEE MINUTES

That the minutes of:

- CNCL-11 (1) *the Finance Committee meeting held on Monday, February 6, 2012;*
- CNCL-15 (2) *the General Purposes Committee meeting held on Monday, February 6, 2012;*
- CNCL-19 (3) *the Parks, Recreation & Cultural Services Committee meeting held on Tuesday, January 24, 2012;*
- CNCL-29 (4) *the Planning Committee meeting held on Tuesday, February 7, 2012; be received for information.*



Consent
Agenda
Item

7. 2012 CAPITAL BUDGET

(File Ref. No. 03-0900-01/2011-Vol 01) (REDMS No. 3428244)

TO VIEW eREPORT CLICK HERE

FIN-9

See Page **FIN-9** of the Finance agenda for full hardcopy report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

That the 2012 Capital Budget be approved and that staff be authorized to commence the recommended 2012 capital projects.



Consent
Agenda
Item

8. 2012 OPERATING BUDGET

(File Ref. No.) (REDMS No.3454492)

TO VIEW eREPORT CLICK HERE

FIN-119

See Page **FIN-119** of the Finance agenda for full hardcopy report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

That the 2012 Operating Budget as presented in the report dated January 10, 2012, from the Director, Finance, be approved.



Consent
Agenda
Item

9. CURRENT ISSUES THAT MAY BE IMPACTING RICHMOND ADOLESCENTS

(File Ref. No.) (REDMS No. 3400664 v.3)

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PRCS-71

See Page **PRCS-71** of the Parks, Recreation and Cultural Services agenda for full hardcopy report

PARKS, RECREATION & CULTURAL SERVICES COMMITTEE RECOMMENDATION

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- (1) *That the report dated January 9, 2012, Current Issues That May Be Impacting Richmond Adolescents, be received for information; and*
- (2) *That a copy of the report be sent to the Council/School Board Liaison Committee for information.*



Consent
Agenda
Item

10. **INCUBATOR FARMING**
(File Ref. No. 08-4040-08-01) (REDMS No. 3381720)

TO VIEW eREPORT CLICK HERE

PRCS-107

See Page **PRCS-107** of the Parks, Recreation and Cultural Services agenda for full hardcopy report

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

That:

- (1) *the license of approximately 4.5 acres of land at 13871 No. 3 Road and 13891 No. 3 Road to the Richmond Food Security Society for the purposes of incubator farming at a rental rate of \$250 per acre per year for a three-year term be approved as identified in the attached report, Incubator Farming, from the Senior Manager, Parks;*
- (2) *staff be authorized to take all necessary steps to complete all matters detailed herein including authorizing the Chief Administrative Officer and the General Manager, Parks and Recreation to negotiate and execute all documentation required to effect the transaction;*
- (3) *staff continue to work with Kwantlen Polytechnic University to identify and secure the use of both public and private lands for the purposes of Incubator Farming in relation to its Farm School program;*
- (4) *\$12,000 be allocated from the Council Contingency Fund to the Richmond Food Security Society (RFSS) should its application to the Real Estate Foundation of BC for a grant of \$35,000 to support the RFSS's Richmond Foodlands Strategic Plan be successful; and*
- (5) *staff and the Richmond Food Security Society report back to Council in January 2013, to provide an update on the incubator farming project activities and finances.*



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Consent
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Item

11. **AFFORDABLE HOUSING STRATEGY: 2012 ANNUAL REVIEW OF INCOME THRESHOLDS AND AFFORDABLE RENT RATES**
(File Ref. No. ;No. 3454334)

TO VIEW eREPORT CLICK HERE

PLN-25

See Page PLN-25 of the Planning agenda for full hardcopy report

PLANNING COMMITTEE RECOMMENDATION

That amendments to the Richmond Affordable Housing Strategy dated May 9, 2007, as amended, (the “Richmond Affordable Housing Strategy”) as outlined in Attachment 1 of the report dated January 10, 2012 from the General Manager of Community Services entitled “Affordable Housing Strategy: 2012 Annual Review of Income Thresholds and Affordable Rent Rates”, be approved as Addendum No. 3 to the Richmond Affordable Housing Strategy.



Consent
Agenda
Item

12. **2012 - 2015 RICHMOND INTERCULTURAL STRATEGIC PLAN AND WORK PROGRAM**
(File Ref. No.) (REDMS No. 3427629)

TO VIEW eREPORT CLICK HERE

PLN-31

See Page PLN-31 of the Planning agenda for full hardcopy report

PLANNING COMMITTEE RECOMMENDATION

That the 2012-2015 Richmond Intercultural Strategic Plan and Work Program (Attachment 1) be approved.

- CNCL-35 **NOTE:** Please see the Revised 2012-2015 Richmond Intercultural Strategic Plan and Work Program which incorporates revisions as per Committee direction.



Consent
Agenda
Item

13. **APPLICATION BY JAGTAR & SHINGARA KANDOLA FOR REZONING AT 10580 RIVER DRIVE FROM SINGLE FAMILY (RS1/D) TO SINGLE DETACHED (RS2/C)**
(File Ref. No. 12-8060-20-8849, RZ 11-594227) (REDMS No. 3417674)

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PLN-53

See Page PLN-53 of the Planning agenda for full hardcopy report

PLANNING COMMITTEE RECOMMENDATION

That Bylaw No. 8849, for the rezoning of 10580 River Drive from “Single Family (RS1/D)” to “Single Detached (RS2/C)”, be introduced and given first reading.



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Consent
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14. **APPLICATION BY ROBERT KIRK FOR REZONING AT 11291 WILLIAMS ROAD FROM SINGLE DETACHED (RS1/E) TO COMPACT SINGLE DETACHED (RC2)**

(File Ref. No. 12-8060-20-8852, **RZ 11-587549**) (REDMS No. 3424625)

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PLN-69

See Page **PLN-69** of the Planning agenda for full hardcopy report

PLANNING COMMITTEE RECOMMENDATION

That Bylaw No. 8852, for the rezoning of 11291 Williams Road from “Single Detached (RS1/E)” to “Compact Single Detached (RC2)”, be introduced and given first reading.



Consent
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15. **TELECOMMUNICATION ANTENNA CONSULTATION AND SITING PROTOCOL**

(File Ref. No. 08-4040-01) (REDMS No. 3443379)

[TO VIEW eREPORT CLICK HERE](#)

PLN-81

See Page **PLN-81** of the Planning agenda for full hardcopy report

PLANNING COMMITTEE RECOMMENDATION

That:

- (1) *The proposed Telecommunication Antenna Consultation and Siting Protocol be adopted as a Council Policy to guide the City’s review of telecommunication antenna proposals and to facilitate commenting to telecommunication antenna proponents and Industry Canada under the Federal Radiocommunication Act as set out in the staff report entitled “Telecommunication Antenna Consultation and Siting Protocol” dated January 18, 2012;*
- (2) *Staff be directed to prepare the proposed amendments to Zoning Bylaw 8500 as set out in the above staff report for future consideration by Council; and*
- (3) *Staff be directed to prepare an amendment to Development Application Fee Bylaw 7984 to include an application fee to cover the cost of processing applications under the proposed Telecommunication Antenna Consultation and Siting Protocol as set out in the above staff report for future consideration by Council.*



CONSIDERATION OF MATTERS REMOVED FROM THE CONSENT AGENDA

NON-CONSENT AGENDA ITEMS

GENERAL PURPOSES COMMITTEE

Mayor Malcolm D. Brodie, Chair

16. **NOISE AND SOUND REGULATION**

(File Ref. No. 12-8060-20-8855/8856/8857/8858) (REDMS No. 3424640)

[TO VIEW eREPORT CLICK HERE](#)

GP-21

See Page **GP-21** of the General Purposes agenda for full hardcopy report

GENERAL PURPOSES COMMITTEE RECOMMENDATION (Cllr. Au
opposed)

- (1) *That Public Health Protection Bylaw No. 6989, Amendment Bylaw No. 8855 (Attachment 1) be introduced and given first, second and third reading;*
- (2) *That Noise Regulation Bylaw No. 8856 (Attachment 2) be introduced and given first, second and third reading, with the following revisions:*
 - (a) *Section 1.1.2, under the definition of “**daytime**”, subsection (b) to read as:*

*“from 10:00 a.m. to 6:00 p.m. on a Sunday or **holiday**;”*
 - (b) *Section 4.1.1 (j) is deleted in its entirety, and replaced with:*

*“by a garbage collection service during the **daytime**;”*
 - (c) *Section 4.1.1 (m) to read as:*

*“by **construction**, provided that it has a **rating level** which does not exceed 85 **dBA** when measured at a distance of 15.2m (50 feet) from that source of **sound**, and only:*
 - (i) *between 7:00 a.m. and 8:00 p.m. Monday through Friday that is not a **holiday**;*
 - (ii) *between 10:00 a.m. and 8:00 p.m. on a Saturday that is not a **holiday**; and*
 - (iii) *between 10:00 a.m. and 6:00 p.m. on a Sunday or **holiday**;”*

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- (3) *That Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 8857 (Attachment 3) be introduced and given first, second and third reading; and*
- (4) *That Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 8858 (Attachment 4) be introduced and given first, second and third reading,*

CNCL-53 **NOTE:** Please see the Revised Noise Regulation Bylaw No. 8856 which incorporates Committee's recommended revisions.



PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAWS FOR ADOPTION

CNCL-69 Road Closure and Removal of Road Dedication **Bylaw No. 8845**
Opposed at 1st/2nd/3rd Readings – None.



CNCL-71 Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 8827**
(10511 No. 1 Road, RZ 11-589493)
Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – None.



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ITEM

ADJOURNMENT





Finance Committee

Date: Monday, February 6, 2012

Place: Anderson Room
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Chak Au
Councillor Derek Dang
Councillor Evelina Halsey-Brandt
Councillor Ken Johnston
Councillor Bill McNulty
Councillor Linda McPhail
Councillor Harold Steves

Absent: Councillor Linda Barnes

Call to Order: The Chair called the meeting to order at 5:11 p.m.

MINUTES

It was moved and seconded
*That the minutes of the meeting of the Finance Committee held on Monday,
December 12, 2011, be adopted as circulated.*

CARRIED

BUSINESS AND FINANCIAL SERVICES DEPARTMENT

1. **2012 CAPITAL BUDGET**
(File Ref. No. 03-0900-01/2011-Vol 01) (REDMS No. 3428244)

Andrew Nazareth, General Manager, Business and Financial Services, joined by Jerry Chong, Director, Finance, reviewed the process under which the newly formed Assessor Team considered and ranked each submission for the Capital Budget.

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1.

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In response to a query, Mr. Nazareth advised that the 2012 Unfunded Submissions (listed in Appendix 2) were listed by structure type, and were not presented in any priority order .

A discussion ensued amongst members of the Committee and staff about many projects that were recommended as well as the rationale for some that were not recommended at this time, and the following was noted:

- improvements to Nelson Road were supplemental, and the project would receive federal funding as well as contributions from Port Metro Vancouver and TransLink;
- User Fee funds are placed into a Reserve fund for future turf replacement and improvements to sports fields;
- the proposed new major play area at the Terra Nova Northwest Quadrant would be similar to the one at Garden City Park;
- as a result of the City's management of land acquisitions approximately 200 acres have been acquired in the past four years, without impacting the City's reserve funds, and during a recession period;
- video camera vehicle detection would allow residents to view traffic conditions on the internet, and would serve as a traffic management tool as the camera would detect traffic flow and change the traffic lights accordingly;
- the initial cost for the Herbert Road - Afton to Bates proposed walkway is \$250,000, and an additional \$10,000 would be placed annually into the paving program for future replacement of the walkway;
- there is a need for a walkway on Ash Street between Walter Lee and James Whiteside Elementary schools, as there are safety concerns related to students walking on the road in its current state. Staff advised that the walkway would be included in the 2013 Capital Budget, or that Council may choose to allocate funding for the walkway from the 2012 Operating Budget Surplus, which would allow staff to construct it during the 2012 summer while school is not in session;
- improvements to the No. 5 Road and Steveston intersection, including a left turn signal, are included in the Fantasy Gardens site re-development with all associated costs to be covered by the developer;
- emergency stabilization repairs are required at the Phoenix Net Loft as a portion of the structure is becoming unstable;
- the Public Safety Building (former RCMP building) was part of a cascading plan to consolidate city departments within the City Hall Precinct, and had been approved by Council in 2011, however, subsequently this building was included in the Minoru Precinct Plan, and therefore any funding from this project will not be spent until Council makes a final decision on the overall plan for the area;

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- the Emergency Mobile Command Unit Replacement and Upgrade to Emergency Response Capabilities was not recommended as it is not a high priority for this year, and will be brought forward in the future; and
- the City Centre Community Police Office will not impact the operating budget as Council has previously allocated funds from the 2011 budget, to be dispersed over the three years;

It was moved and seconded

That the 2012 Capital Budget be approved and that staff be authorized to commence the recommended 2012 capital projects.

CARRIED

2. 2012 OPERATING BUDGET

(File Ref. No.) (REDMS No.3454492)

Andrew Nazareth, General Manager, Business and Financial Services, joined by Jerry Chong, Director, Finance, provided background information on the 2012 Operating Budget report.

A discussion then ensued about:

- the request for funding for the Child Care Grant program. Clarification was provided that although staff was developing new Terms of Reference for the Child Care Development Grant Program to expand their ability to recommend grants for more than minor capital expenses, an additional \$20,000 was requested to expand the Program and raise the existing level of the grants;
- the request for funding for the Public Art Assistant's salary. Staff noted that currently the position is funded on a part-time basis as funds are available in the administrative budget;
- the comparison of average residential property taxes and business taxes;
- concerns and challenges related to using CPI as a measure for municipal budgeting;
- the decrease in the operating budget which resulted from lower discretionary spending without impacting the level of service provided; and
- how the 2012 Operating Budget was a very prudent budget, with one of the lowest tax increases, and with additional level increases only related to social planning.

It was moved and seconded

That the 2012 Operating Budget as presented in the report dated January 10, 2012, from the Director, Finance, be approved.

The question on the motion was not called as a brief discussion took place about the current status of repayment of funds that had been borrowed for projects in the past.

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

3. **CITY CENTRE AREA TRANSITIONAL TAX EXEMPTION BYLAW NO. 8776 - REFERRAL**
(File Ref. No.) (REDMS No. 3433830)

It was moved and seconded

That the report entitled City Centre Area Transitional Tax Exemption Bylaw No. 8776 - Referral, dated January 10, 2012, from the General Manager, Business and Financial Services, be received for information.

The question on the motion was not called, as a brief discussion ensued about the benefits realized by eligible businesses in the City of Richmond as a result of the City Centre Area Tax Exemption. It was noted that in order to mitigate the tax impact, 1/3 of the growth from the City Centre exempted properties has been added back to business and light industrial properties, 1/3 has been allocated to all other remaining tax classes, and 1/3 has been funded by the Appeals Provision account.

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

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (6:30 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, February 6, 2012.

Mayor Malcolm D. Brodie
Chair

Shanan Dhaliwal
Executive Assistant
City Clerk's Office



General Purposes Committee

Date: Monday, February 6, 2012

Place: Anderson Room
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Chak Au
Councillor Derek Dang
Councillor Evelina Halsey-Brandt
Councillor Ken Johnston
Councillor Bill McNulty
Councillor Linda McPhail
Councillor Harold Steves

Absent: Councillor Linda Barnes

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the General Purposes Committee held on Monday, January 16, 2012, be adopted as circulated.

CARRIED

LAW & COMMUNITY SAFETY DEPARTMENT

1. **NOISE AND SOUND REGULATION**

(File Ref. No. 12-8060-20-8855/8856/8857/8858) (REDMS No. 3424640)

Phyllis Carlyle, General Manager, Law & Community Safety, accompanied by Wayne Mercer, Manager, Community Bylaws, and Doug Long, City Solicitor, provided background information on the proposed Noise Regulation Bylaw No. 8856, and explained how the proposed Bylaw addresses particular situations that have been complex and problematic, such as noise in the Caithcart Road residential area and at the River Wind development.

Ms. Carlyle also spoke about:

- the extensive time period during which the community consultation was undertaken;
- how Council's role and involvement would expand in dealing with noise issues, and how the proposed Noise Regulation Bylaw would provide Council with the authority to grant permission to allow more noise in some instances; and
- enforcement of the proposed Noise Regulation Bylaw, including measuring sound levels to determine compliance with the provisions of the Bylaw, and prosecution of offenders when necessary;

A discussion ensued amongst members of the Committee, staff and Mark Bliss, Acoustics Consultant, BKL Consultants Ltd. about:

- specific details related to the demographics of those who participated in the public consultation process;
- the handling of noise complaints by Richmond Health, and the reported increase in noise complaints, in particular noise related to construction. It was noted that Richmond Health provides the City with a semi-annual report on the trends of the noise complaints. Staff advised that such a report may be provided to Council through the Community Safety Committee;
- addressing noise concerns in connection to development during the Development Application Process;
- sources of noise and priorities identified. It was noted that the leading priorities were noise related to air traffic and public transit, neither of which are under the City's jurisdiction;
- the definition of "point of reception". It was noted that point of reception is at the exterior of the building unless there is no point of reception outdoors because the sound is within the same building;

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- how the proposed Noise Regulation Bylaw does not address sound made by an occupant of a strata lot or rental unit used for residential occupancy where the source of the sound and the point of reception is within the same building. It was noted that the Strata Council would deal with noise complaints in such circumstances;
- how the proposed Noise Regulation Bylaw would impact existing businesses;
- the rationale for basing some of the regulations on the City of Vancouver's model;
- the specific exemptions noted in Section 4.1 of the proposed Noise Regulation Bylaw, in particular the exemptions related to garbage collection and construction, and changing the times during which the exemptions are allowed generally in order to gain consistency throughout the Bylaw; and
- the difference in the length of time that noise would be an issue when generated by garbage collection in comparison to noise generated by construction.

It was moved and seconded

- (1) *That Public Health Protection Bylaw No. 6989, Amendment Bylaw No. 8855 (Attachment 1) be introduced and given first, second and third reading;*
- (2) *That Noise Regulation Bylaw No 8856 (Attachment 2) be introduced and given first, second and third reading, with the following revisions:*
 - (a) *Section 1.1.2, under the definition of "daytime", subsection (b) to read as:*

"from 10:00 a.m. to 6:00 p.m. on a Sunday or holiday;"
 - (b) *Section 4.1.1 (j) is deleted in its entirety, and replaced with:*

"by a garbage collection service during the daytime;"
 - (c) *Section 4.1.1 (m) to read as:*

"by construction, provided that it has a rating level which does not exceed 85 dBA when measured at a distance of 15.2m (50 feet) from that source of sound, and only:

 - (i) *between 7:00 a.m. and 8:00 p.m. Monday through Friday that is not a holiday;*
 - (ii) *between 10:00 a.m. and 8:00 p.m. on a Saturday that is not a holiday; and*
 - (iii) *between 10:00 a.m. and 6:00 p.m. on a Sunday or holiday;"*

General Purposes Committee

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- (3) *That Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 8857 (Attachment 3) be introduced and given first, second and third reading; and*
- (4) *That Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 8858 (Attachment 4) be introduced and given first, second and third reading,*

CARRIED

OPPOSED: Cllr. Au

Prior to adjournment, staff was requested to send an email to the affected residents and businesses advising them of (i) the revisions to the Noise Regulation Bylaw No. 8856 that had been recommended by the General Purposes Committee; and (ii) that the Noise and Sound Regulation will be considered at the Regular Council meeting which will be held on Monday, February 13, 2012. Staff were also requested to circulate to members of Council the semi-annual reports provided by Richmond Health relating to noise trends and complaints.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:10 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, February 6, 2012.

Mayor Malcolm D. Brodie
Chair

Shanan Dhaliwal
Executive Assistant
City Clerk's Office



Parks, Recreation & Cultural Services Committee

Date: Tuesday, January 24, 2012

Place: Anderson Room
Richmond City Hall

Present: Councillor Harold Steves, Chair
Councillor Ken Johnston, Vice-Chair
Councillor Linda Barnes
Councillor Evelina Halsey-Brandt
Councillor Bill McNulty

Also Present: Councillor Linda McPhail

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the Parks, Recreation and Cultural Services Committee held on Tuesday, November 29, 2011, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

Tuesday, February 28, 2012 (tentative date) at 4:00 p.m. in the Anderson Room

DELEGATION

Bonnie Beaman, Chairperson, Hayley Huculak, Coordinator, and Donna Bishop, Secretary, Richmond Fitness & Wellness Association, provided an update on the Walk Richmond Program, and highlighted the following:

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- Walk Richmond is a programme of free guided walks for people who live, work or play in Richmond, and it targets sedentary individuals, families, seniors and new immigrants;
- the program has been running since 2007, and has 21 different routes across the City;
- in 2011 there were 44 walks, with a total of 867 participants, and 12 volunteers are involved in the program; and
- funding is required to sustain the program, and an application for a grant has been prepared.

During a brief discussion between the delegation and Committee, advice was provided that when the Walk Richmond program started in 2007, the Richmond Fitness & Wellness Association had \$35,000 in hand for the start up, and with current expenses at \$17,000 the Association is seeking a grant of \$10,000.

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

It was moved and seconded

That the Walk Richmond Program presentation be received for information.

CARRIED

COMMUNITY SERVICES DEPARTMENT

1. **RICHMOND 2011 ARTS UPDATE**

(File Ref. No.) (REDMS No. 3428841)

Kim Somerville, Manager, Arts Services, accompanied by Jane Fernyhough, Director, Arts, Culture and Heritage provided background information and highlighted the following:

- local artists enjoyed opportunities to raise their profiles by participating in such events as the 8th Annual Maritime Festival and Culture Days, among others;
- two additions were made to the Library/Cultural Centre: (i) the Rooftop Garden and (ii) the Media Lab;
- the Art Gallery expanded its programs, and presented artwork by regional, national and international artists;
- the Art Centre launched a number of innovative programs;
- the Public Art Program unveiled several new artworks;
- Gateway Theatre continued to provide (i) professional theatre productions and (ii) training opportunities; and

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- the Arts, Culture and Heritage Services partnered with the Walk Richmond program.

A brief discussion ensued between staff and Committee, and especially on the success of the performance piece "Salmon Row" at Britannia, commissioned and performed by Mortal Coil. Ms. Fernyhough advised that there is the will to do more of this type of performance piece, but that the costs can be high.

It was moved and seconded

That the Richmond 2011 Arts Update be received for information.

CARRIED

Committee suggested that a presentation of the Richmond 2011 Arts Update be made at a future Council meeting. As a result, the following motion was introduced:

It was moved and seconded

That the visual presentation of the Richmond 2011 Arts Update be presented at a future Council meeting.

CARRIED

2. **RICHMOND POTTERS CLUB'S CONCERNS AT THE RICHMOND ARTS CENTRE**

(File Ref. No.) (REDMS No. 3430731 v.3)

Ms. Somerville and Ms. Fernyhough responded to questions from Committee regarding:

- the number of members who belong to the Richmond Potters Club (RPC);
- the number of studio usage hours per week by the RPC; and
- the growing demand for space at the Richmond Arts Centre, a facility built in 1993, and one that has not been expanded since it was built.

Arlene Skelton, President, accompanied by Mary MacNeil, Vice-President, the Richmond Potters Club, addressed Committee and spoke about:

- the history of the Club, and its founding in 1969;
- resident art group rates;
- studio hours;
- working with City staff; and

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- they concluded their remarks by requesting, among other things, that:
(i) there be no charge for adult class time; (ii) compensation of \$1300 to be continued as a rental deferral for the City's use of the Club's equipment for children's classes; (iii) no reduction of Club studio space; (iv) no surcharge for studio electricity unless there is a metre in place which shows excess cost to the City from the Pottery Club Kiln use; and (v) no further reduction of Club studio hours.

Discussion ensued between Committee and the RPC representatives and particularly on:

- the number of members who belong to the RPC;
- how the number of members in the studio at any given time fluctuates;
- the nature of the art of pottery making;
- the success of the two pottery sales hosted each year by the RPC;
- the demographics of the RPC's members, and their ability to pay the annual membership fee;
- adult, not children's classes, are offered by the RPC; and beginner's classes, not advanced classes, are offered by the RPC;
- pottery equipment ownership;
- the desire on the part of the RPC to cooperate with the City;
- the location of the studio within a City facility and how that limits the RPC from offering more classes;
- the RPC's scholarship award; and
- how time is allocated in the studio for use by RPC members.

Discussion ensued among Committee and especially regarding some of the requests made by the RPC.

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

It was moved and seconded

That:

- (1) ***the staff report entitled "Richmond Potters Club's concerns at the Richmond Arts Centre" dated January 10, 2012 from the Director, Arts, Culture and Heritage Services, be received for information; and***

Parks, Recreation & Cultural Services Committee

Tuesday, January 24, 2012

(2) *staff provide information regarding the following requests made by the Richmond Potters Club:*

- (a) *no charge for adult class time;*
- (b) *compensation of \$1300 to be continued as a rental deferral for the City's use of the Richmond Potters Club's equipment for children's classes;*
- (c) *no reduction of Club studio space;*
- (d) *no surcharge for studio electricity unless there is a meter in place which shows excess cost to the City from the Pottery Club Kiln use; and*
- (e) *no further reduction of Club studio hours.*

CARRIED

3. **CURRENT ISSUES THAT MAY BE IMPACTING RICHMOND ADOLESCENTS**

(File Ref. No.) (REDMS No. 3400664 v.3)

John Foster, Manager, Community Social Development, introduced Kate Rudelier, Youth Services Coordinator.

A brief discussion took place between staff and Committee during which advice was provided regarding: (i) how the City works with Vancouver Coastal Health, public health nurses, youth clinics, and the school system on adolescent issues; and (ii) the difference between the City's initiatives and those of the school board.

It was moved and seconded

- (1) *That the report dated January 9, 2012, Current Issues That May Be Impacting Richmond Adolescents, be received for information; and*
- (2) *That a copy of the report be sent to the Council/School Board Liaison Committee for information.*

CARRIED

PARKS AND RECREATION DEPARTMENT

4. **RICHMOND ATHLETIC COMMISSION UPDATE**

(File Ref. No. 01-0100-20-RA'11) (REDMS No. 2724801)

In response to a query, Mike Redpath, Senior Manager, Parks, advised that any money made by the Commission is directed to a scholarship fund established by City Council.

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It was moved and seconded

That the staff report entitled "Richmond Athletic Commission Update" from the Senior Manager, Parks be received for information.

CARRIED

5. **INCUBATOR FARMING**

(File Ref. No. 08-4040-08-01) (REDMS No. 3381720)

Serena Lusk, Manager, Parks Programs, and Mr. Redpath responded to queries from Committee on the subject of the incubator farming initiative that provides new farmers with an environment in which to learn the farming profession, at a 4.5 acre site at the south end of No. 3 Road. Discussion centred upon:

- additional uses of the site, such as a temporary event site, and the requirement of prior written approval from the City;
- the difference between "licensing" and "leasing" the site;
- the proposed term of agreement of three years with the Richmond Food Security Society (RFSS);
- the typical land price per acre;
- the Wright family, and their seed potato and local hay activities;
- the idea that the RFSS might consider donating produce from the site to the Richmond Food Bank; and
- the \$12,000 for funding is available in the Council Contingency Fund.

Arzeena Hamir, Chair, RFSS, accompanied by Alissa Ehrenkranz, Kwantlen Polytechnic University's Richmond Farm School program, gave background information on the issue of incubator farming as an important step in providing new farmers with a supportive, cost-effective environment in which to learn the profession, and also noted:

- the RFSS supports the staff report;
- produce farmed on the incubator farm site is for sale, but giving back to the community, with food donations, educational opportunities, and so on, is part of the RFSS's plans;
- in addition to the seven new farmers waiting to farm the site at No. 3 Road, there is a waitlist; and
- there is a real opportunity for an international program, to host visiting farm students from around the world who will come to Richmond's incubator farm.

A comment was made that staff and the RFSS could report back in a year's time regarding: (i) the success of the program; and (ii) the financial aspects of the endeavour.

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It was agreed that Part (5) would be added to the staff recommendation, to reflect the general agreement on the idea of an update report in January 2013.

It was moved and seconded

That:

- (1) *the license of approximately 4.5 acres of land at 13871 No. 3 Road and 13891 No. 3 Road to the Richmond Food Security Society for the purposes of incubator farming at a rental rate of \$250 per acre per year for a three-year term be approved as identified in the attached report, Incubator Farming, from the Senior Manager, Parks;*
- (2) *staff be authorized to take all necessary steps to complete all matters detailed herein including authorizing the Chief Administrative Officer and the General Manager, Parks and Recreation to negotiate and execute all documentation required to effect the transaction;*
- (3) *staff continue to work with Kwantlen Polytechnic University to identify and secure the use of both public and private lands for the purposes of Incubator Farming in relation to its Farm School program; and*
- (4) *\$12,000 be allocated from the Council Contingency Fund to the Richmond Food Security Society (RFSS) should its application to the Real Estate Foundation of BC for a grant of \$35,000 to support the RFSS's Richmond Foodlands Strategic Plan be successful.*
- (5) *staff and the Richmond Food Security Society report back to Council in January 2013, to provide an update on the incubator farming project activities and finances.*

CARRIED

5A. COUNCILLOR LINDA BARNES

Councillor Linda Barnes remarked that the feasibility of beekeeping on City premises, including City Hall, should be explored. She noted that other municipalities have explored the issue of beekeeping on their own City sites.

A brief discussion ensued and a comment was made that other City buildings, besides City Hall, could be considered for beekeeping activity. Staff advised that there are beekeeping activities at Terra Nova Park, London Farm, and at the Nature Park.

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

It was moved and seconded

That staff explore the feasibility of beekeeping at City buildings, including City Hall

CARRIED

6. MANAGER'S REPORT

(a) Floating Net Shed

Bryan Klassen, Britannia Site Supervisor, provided an update on the December 2011 referral regarding the floating netshed at Scotch Pond. He stated that staff will bring forward a report at a future Committee meeting.

The Chair queried the Scotch Pond Historical Cooperative component of the issue, and suggested that the east end of the Pond be cleaned up. He added that the Sakamoto Boat is the last remaining fully operational heritage fishing boat in Steveston Harbour, and that staff should speak with Bud Sakamoto.

(b) Upcoming Arts and Heritage Events

Jane Fernyhough provided information on: (i) an upcoming Richmond Art Gallery exhibit opening; (ii) a reception to welcome Caroline Adderson of the Richmond Arts Centre, Minoru Place Activity Centre and Richmond Public Library's joint Writer-in-Residence program; and (iii) the Richmond Museum's exhibit opening.

(c) Snow Angels Program

Serena Lusk, Manager, Parks Programs, advised that during the recent snow event people needing snow-clearing assistance were successfully matched with people who could provide that assistance.

(d) Rick Hansen's 25th Anniversary Relay

Eric Stepura, Manager, Sports & Community Events, advised that the Rick Hansen 25th Anniversary Relay started in August 2011 in Newfoundland, is now in Manitoba, and is scheduled to be in Richmond on Sunday, May 20 for an overnight stay. City staff is planning an event, and in February 2012 will come to Committee with a report seeking direction for the size and scope of the planned event, and funding.

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(e) Parks Operations Manager

Mike Redpath, Senior Manager, Parks advised that long time serving City staff member Ted deCrom has been appointed Manager, Parks Operations.

7. CURRENT REFERRALS

The Chair, in regard to Current Referrals, provided some information, and requested updates from staff, in relation to the following Referrals:

- (i) Wetlands at No. 6 and Blundell Roads Owned by Ecowaste;
- (ii) Britannia Shipyard National Historic Site;
- (iii) Jim Ratsoy's Antique Car Collection; and
- (iv) Estuary Interpretation Centre at Garry Point

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (6:12 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Parks, Recreation & Cultural Services Committee of the Council of the City of Richmond held on Tuesday, January 24, 2012.

Councillor Harold Steves
Chair

Sheila Johnston
Committee Clerk



Planning Committee

Date: Tuesday, February 7, 2012

Place: Anderson Room
Richmond City Hall

Present: Councillor Bill McNulty, Chair
Councillor Evelina Halsey-Brandt, Vice-Chair
Councillor Chak Au
Councillor Harold Steves

Absent: Councillor Linda Barnes

Also Present: Councillor Linda McPhail

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the Planning Committee held on Tuesday, January 17, 2012, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

Tuesday, February 21, 2012, (tentative date) at 4:00 p.m. in the Anderson Room

COMMUNITY SERVICES DEPARTMENT

1. **AFFORDABLE HOUSING STRATEGY: 2012 ANNUAL REVIEW OF INCOME THRESHOLDS AND AFFORDABLE RENT RATES**

(File Ref. No. ; REDMS No. 3454334)

In response to queries Dena Kae Beno, Affordable Housing Coordinator, advised that: (i) Richmond has nine occupied affordable housing units at present; (ii) occupied affordable housing units depend on the development cycle of each development project; and (iii) staff expects that the bulk of occupied affordable housing units will come forward in 2013.

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In response to Committee's request, Ms. Kae Beno advised that she would prepare, and submit to Council, a memo with updates regarding information such details as the number of affordable housing units that have been built in Richmond, among other details.

It was moved and forwarded

That amendments to the Richmond Affordable Housing Strategy dated May 9, 2007, as amended, (the "Richmond Affordable Housing Strategy") as outlined in Attachment 1 of the report dated January 10, 2012 from the General Manager of Community Services entitled "Affordable Housing Strategy: 2012 Annual Review of Income Thresholds and Affordable Rent Rates", be approved as Addendum No. 3 to the Richmond Affordable Housing Strategy.

CARRIED

2. 2012 – 2015 RICHMOND INTERCULTURAL STRATEGIC PLAN AND WORK PROGRAM

(File Ref. No.) (REDMS No. 3427629)

Discussion ensued among Committee, Alan Hill, Cultural Diversity Coordinator, and David Purghart, Chairperson, Richmond Intercultural Advisory Committee (RIAC), and Richmond RCMP representative to RIAC and especially with regard to:

- the Intercultural Advisory Committee can encourage ESL classes across the community, but has no mandate to provide ESL classes;
- after Council approves the strategic plan and work program, staff will submit it to the School Board; and
- new immigrants can learn from the mainstream culture, and the mainstream culture can learn from new immigrants.

A brief discussion ensued with regard to the value of intercultural events at community centres and schools.

It was moved and seconded

That the 2012-2015 Richmond Intercultural Strategic Plan and Work Program (Attachment 1) be approved.

CARRIED

As a result of the discussion regarding the value of intercultural events, the following **referral** motion was introduced:

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It was moved and seconded

That staff develop a plan to implement an annual Richmond Day Festival as an occasion to bring the Richmond community together to celebrate cultural diversity as well as Richmond's heritage.

CARRIED

PLANNING AND DEVELOPMENT DEPARTMENT

3. **APPLICATION BY JAGTAR & SHINGARA KANDOLA FOR REZONING AT 10580 RIVER DRIVE FROM SINGLE FAMILY (RS1/D) TO SINGLE DETACHED (RS2/C)**

(File Ref. No. 12-8060-20-8849, RZ 11-594227) (REDMS No. 3417674)

It was moved and seconded

That Bylaw No. 8849, for the rezoning of 10580 River Drive from "Single Family (RS1/D)" to "Single Detached (RS2/C)", be introduced and given first reading.

CARRIED

4. **APPLICATION BY ROBERT KIRK FOR REZONING AT 11291 WILLIAMS ROAD FROM SINGLE DETACHED (RS1/E) TO COMPACT SINGLE DETACHED (RC2)**

(File Ref. No. 12-8060-20-8852, RZ 11-587549) (REDMS No. 3424625)

In response to a query, Brian J. Jackson, Director of Development, advised that when an applicant comes forward staff does not set out a preference for, or against, the inclusion of a secondary suite, but staff finds that in two thirds of the cases, applicants build a secondary suite, while in one third of the cases, applicants submit cash in lieu.

It was moved and seconded

That Bylaw No. 8852, for the rezoning of 11291 Williams Road from "Single Detached (RS1/E)" to "Compact Single Detached (RC2)", be introduced and given first reading.

CARRIED

5. **TELECOMMUNICATION ANTENNA CONSULTATION AND SITING PROTOCOL**

(File Ref. No. 08-4040-01) (REDMS No. 3443379)

Mr. Jackson provided background information and noted that the staff report reflected a balance between the controls Council wishes to have regarding the siting of telecommunication antennas versus Federal regulations.

Discussion ensued between Committee and staff and in particular on:

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- whether the health department was part of the consultation process;
- the siting protocol has to comply with height regulations outlined by the Vancouver Airport Authority;
- Federal authority is paramount on regulating telecommunications over local zoning powers; and
- a school board can object to an antenna on land adjacent to school property, but cannot regulate the land use of the surrounding properties.

Further discussion ensued with regard to an email (on file in the City Clerk's Office) from Michelle Khong, stating concern on long-term health of residents from the siting of antenna.

Committee directed staff to: (i) review Ms. Khong's email; and (ii) submit a memo to Council regarding the email's content, before the Monday, February 13, 2012 meeting of Council.

It was moved and seconded

That:

- (1) *The proposed Telecommunication Antenna Consultation and Siting Protocol be adopted as a Council Policy to guide the City's review of telecommunication antenna proposals and to facilitate commenting to telecommunication antenna proponents and Industry Canada under the Federal Radiocommunication Act as set out in the staff report entitled "Telecommunication Antenna Consultation and Siting Protocol" dated January 18, 2012;*
- (2) *Staff be directed to prepare the proposed amendments to Zoning Bylaw 8500 as set out in the above staff report for future consideration by Council; and*
- (3) *Staff be directed to prepare an amendment to Development Application Fee Bylaw 7984 to include an application fee to cover the cost of processing applications under the proposed Telecommunication Antenna Consultation and Siting Protocol as set out in the above staff report for future consideration by Council.*

CARRIED

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5A. COUNCILLOR EVELINA HALSEY-BRANDT

Councillor Evelina Halsey-Brandt referenced a February 6, 2012 article in the Vancouver Sun newspaper (on file in the City Clerk's Office) and noted that a Burnaby-based religious group is negotiating with urban farmers to put approximately three acres of unused agricultural land under crops this spring.

Discussion ensued among Committee regarding Richmond's No. 5 Road Backlands Policy, and the following comments were made: (i) that staff, when they review the policy, ascertain whether agricultural activity is real or not on the backlands of No. 5 Road properties; and (ii) in light of the developers of the former Fantasy Gardens site giving the City park space at that site, will other No. 5 Road property owners provide the City with access to their backlands.

Further discussion ensued between Committee and staff, and especially regarding: (i) the timing of the review of the No. 5 Road Backlands Policy; and (ii) the involvement of the City's Finance staff in the review process.

6. MANAGER'S REPORT

No manager's reports were given.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:40 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, February 7, 2012.

Councillor Bill McNulty
Chair

Sheila Johnston
Committee Clerk



2012-2015 Richmond Intercultural Strategic Plan and Work Program

Prepared by: Richmond Intercultural Advisory Committee



2012 – 2015 Richmond Intercultural Strategic Plan and Work Program

Prepared by:
Richmond Intercultural Advisory Committee

October 2011

Acknowledgements

Richmond Intercultural Advisory Committee (RIAC), 2011 Membership

Citizen Appointees

Ning Alcuitas-Imperial
Joe Greenholtz
Shawkat Hasan
Diane Jubinville
Lawrence Lim
Jake Pogson
Jamie Makutra (Youth)
Christopher Chan
Mohinder Grewal

Organizational Appointees

Shashi Assanand, Ministry of Children & Family Development
David Purghart, RCMP Richmond Detachment
Juliana Leung, Richmond Community Services Advisory Committee
Shams Jilani, Richmond Seniors Advisory Committee
Diane Tijmam, School District #38
Nick Chopra, Richmond Community Services Advisory Committee
Parm Grewal, Richmond Community Services Advisory Committee
Patti Tan, Richmond Health Services
Jocelyn Wong, Richmond Community Services Advisory Committee
Viet Vu, Richmond Centre for Disability

City Council Liaison

Councillor Bill McNulty

RIAC would like to thank the following people for assisting and advising with the development of the 2012-2015 RIAC Strategic Plan:

- Mike Redpath- Senior Manager of Parks, City of Richmond.
- Peter Boothroyd Simon Fraser University.

For further information regarding RIAC and the Strategic Plan and Work Program, please contact Alan Hill, Cultural Diversity Coordinator, City of Richmond (ph. 604-276-4391, fax 604-276-4132, e-mail ahill@richmond.ca).

For additional copies of this document, please visit the City of Richmond website at www.richmond.ca.

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Introduction

RIAC Vision and Mandate

RIAC Mandate

The Richmond Intercultural Advisory Committee (RIAC) was established by the Richmond City Council in February 2002 to assist the City in working toward its Corporate Vision of making Richmond the "most appealing, liveable, and well-managed city in Canada."

The mandate of the RIAC, as outlined in its terms of reference, is to "enhance intercultural harmony and strengthen intercultural co-operation in Richmond." The RIAC will achieve this mandate through several interrelated functions including providing information, options and recommendations to City Council and community stakeholders regarding intercultural issues and opportunities, and responding to intercultural issues referred to it by Council.

The purpose of this initiative is to develop an Intercultural Strategic Vision and Work Program to support the City and the Richmond community in making Richmond more appealing, liveable, and well-managed.

The RIAC recognizes that the successful achievement of the Intercultural Vision necessitates the City working in partnership, especially in a facilitative role, with the numerous stakeholders that make up the Richmond community. The Intercultural Strategy cannot be successfully implemented without the participation and involvement of the many diverse cultural groups and other stakeholders in Richmond.

Stakeholders include federal and provincial governments, institutions, agencies, educational organizations, the private sector, communities, associations, the media, religious and cultural groups, and the general public.

RIAC Vision for Intercultural Life In Richmond

Introduction

To achieve the overall vision of the City, "to be the most appealing, liveable and well-managed community in Canada," Richmond needs to better incorporate a value for and understanding of diversity into all its planning and services. The vision for intercultural life in Richmond should:

Promote:

- Pride in and acceptance of Canadian values and laws.
- Pride in and respect for diverse heritages and traditions.
- Pride in and participation in community life.

Recognize:

- That 'culture' is an integrated pattern of thought, speech, action and behaviour which is passed on from one generation to another, through education and learning.
- That 'culture' evolves, and Richmond's culture is shaped by historic patterns and traditions, current practices and trends, and future planning.

Embrace:

- The concept of 'Interculturalism,' a culturally interactive and vibrant process, as the next step for Canadian multiculturalism.

Richmond's Intercultural Vision

***"For Richmond to be the most
welcoming, inclusive and harmonious community in Canada"***

A Brief Summary of the Richmond Context

Issues and Opportunities that have provided a frame for the 2012-2015 RIAC

Intercultural Strategic Plan

During the period of operation of the 2004-2010 Strategic Plan Richmond has come to experience even greater cultural diversity with arrivals in Richmond coming from a greater number of countries of origin than ever before. There has been a marked increase in the number of immigrants of all immigration status arriving in Richmond from Mainland China. Most of this group are Mandarin speakers and would read simplified rather than traditional Chinese text. This group in Richmond has now eclipsed Cantonese speaking group of Chinese decent, who until recently were the largest single group of immigrants in the community. This will impact the work of RIAC in many ways, one major way being that many Mainland Chinese immigrants have quite unique expectations and needs in relation to civic and community life. Another major change in Richmond that has influenced the development of this Strategic Plan is that the Filipino community is now the second biggest immigrant community. This community is often a somewhat hidden community and is often assumed to be more integrated into mainstream Canadian life due to the fact that many in this community speak English well. This community however faces many barriers and Richmond has very few specific support structures to meet their needs.

Since the formation of the 2004-10 plan, Richmond has developed a more diverse refugee community. Many of these refugees are from Arabic countries, particularly Iran and Iraq, and there are also some from Afghanistan. Richmond also has a fairly well established refugee community from Somalia, that although predates the formation of the 2004- 2010 plan, are still often outside the reach of mainstream services. A major change between 2004-10 has been the emerging of a much more confident and organised Aboriginal community in Richmond. Although this is a small community it is a community that has often been excluded from intercultural planning. The emergence of an organised community allows RIAC to start to rectify that situation.

Although around one third of Richmond is still farmland, much of the City is becoming more densely populated and is taking on the social and physical characteristics of a big city, with all the attached issues that come with that. RIAC has attempted to be aware of this in the formation of this new Strategic Plan.

A positive factor taken into account in this planning process is that between 2004-2010 there has been an increase in the number of agencies offering immigrant settlement assistance and that these agencies are offering a wider and more complex set of services that go beyond usual definitions of settlement. This raises many interesting opportunities for RIAC to form partnerships with this sector. Diversity is much more central to partner organizations with many public/ governmental organisations having their own diversity committees - many of which have been formed on the RIAC Model. Again, this offers the potential for many joint projects and shared learning's. RIAC faces many interesting opportunities due to the changing context at City Hall. Now that the Olympics is over the City has engaged in long term planning, notably corporate visioning, an Official Community Plan (OCP) update and the development of a Social Planning Strategy. All these initiatives offer important and meaningful opportunities for RIAC's involvement and help to shape RIAC's planning context

Evaluation of 2004 - 2010 Intercultural Strategic Plan

Brief Overview of Some 2004- 2010 RIAC Achievements

RIAC has achieved some great successes over the period of the 2004-2010 Strategic Plan. Most of this work was specifically referenced in this outgoing planning document although other projects have developed more organically as circumstances have changed over the six year period. Brief highlights of these achievements have included. Greater details can be found in the annual RIAC reports to City Council .

- The development of a Newcomers Guide for new Richmond residents.
- A number of high profile Civic engagement and dialogue events involving Richmond cultural and faith communities and also Richmond Youth.
- Exploration of barriers to voting and civic engagement for immigrants and visible minorities in Richmond.
- Advising Council on the display of religious symbols and City Hall and working to develop procedures in this area.
- The ongoing showcasing and promotion of partnerships and best practice amongst community agencies working on intercultural projects.
- Providing input on a wide range of City policy and strategy developments including the City of Richmond Parks and Recreation Master Plan, the Official Community Plan update and the Richmond Social Planning Strategy.

Brief Overview of Some 2004-2010 Outstanding Work Program Items.

Key examples of some of the outstanding work items contained in the 2004-2010 Strategic Plan that were not implemented include.

- Researching apprentice type schemes for underemployed immigrants.
- Exploring the feasibility of creating an 'intercultural space'.
- Developing mechanisms to encourage immigrants to apply for stakeholder jobs and run for elected positions.
- The ongoing welcoming of newcomers to Richmond through stakeholder partnerships (e.g. hosting an annual event, writing a welcome letter etc).

Summary and Rationale of 2012-2015 Strategic Planning Process

Guiding Principles for Action

In pursuing this intercultural vision, the following principles are to guide all City and stakeholders' planning, decision-making and service delivery:

- Inclusion: Participation by all sectors of the community is to be invited and encouraged.
- Co-operation: Partnerships are to foster co-operation, rather than competition.
- Collaboration: The interests (e.g., needs, goals, concerns) of all stakeholders are to be considered in decision-making processes.
- Dynamism: Flexibility and adaptability is required to stay alert to emerging needs, issues and opportunities, and being open to new ideas and approaches.
- Integration: Cultural diversity is to be recognized as a core aspect of Richmond life, and the principles of multiculturalism and the vision of interculturalism applied.
- Equity: Strategic initiatives are to be implemented in a manner that is fair to all groups, communities and individuals in need.

City And Stakeholder Intercultural Roles

It is acknowledged that achieving improved intercultural harmony requires full stakeholder participation and that neither the City nor any one stakeholder can achieve it alone.

The City's role:

- emphasizes leadership and facilitation,
- involves using existing City resources, including staff time, and
- is to be accomplished within existing budget levels, unless otherwise approved by Council.

Stakeholders' roles include:

- participation,
- mutual support,
- funding, and
- resource sharing.

Strategic Components

To implement this Strategic Plan, intercultural stakeholders can be guided by the following strategic components:

- Coordination
- Partnerships
- Research
- Information

- Education & Training
- Promotion
- Project Management
- Planning

Strategic Directions

To achieve the Vision set forth in this Plan, the RIAC recommends that the following strategic directions be established and pursued over the next three years by the City and other stakeholders.

1. Address language and information and cultural barriers that interfere with building a welcoming community and ensure that information on City and community activities is available, for newcomers and residents, in a manner that appreciates the needs, communication skills and traditions of different cultural groups.
2. Address the perception and reality of racism and discrimination in the community. Dispel misconceptions related to culture that maintain stereotypes and foster prejudice.
3. Work to explore potential areas of alignment between the Intercultural Vision recommended in this Plan and other governmental and stakeholder systems, policies and planning processes. Use 'best practice' methods to make decisions and prevent cross-cultural misunderstanding and antipathy.
4. To support the development and integration of Richmond's immigrants while doing this in a way that respects family and cultural traditions.

Key Overarching Strategic Recommendations

- a) Invite stakeholders to share and find ways to make resources available (e.g., stakeholder staff, volunteers, facilities, equipment, funding) to implement the Strategic Plan and Work Program.

Note: The City will support the implementation of this Strategic Plan and Work Program through its existing contributions, which include providing:

- organizational support for RIAC,
 - staff liaison services to RIAC,
 - space for RIAC meetings, public forums and other RIAC sponsored events, and
 - support offered through various City departments, programs and resources (e.g., communications, recreation programming, community facilities).
- b) Encourage the provision of training for all City and stakeholder staff, particularly staff who interact with the community as part of their role, on attitudes, practices and communication skills that are central to achieving the Intercultural Vision and adhering to the principles set out in this plan.

Strategic Initiatives

In addition, for each strategic direction, specific initiatives are suggested that should be considered for development and implementation by the City and stakeholders in conjunction with the RIAC.

Strategic Direction #1

Address language and information and cultural barriers that interfere with building a welcoming community and ensure that information on City and community activities is available, for newcomers and residents, in a manner that appreciates the needs, communication skills and traditions of different cultural groups.

Indicators of Success

- Richmond residents can communicate and understand in one or both of the official Canadian languages.
- There are no language barriers that are interfering with Richmond being a connected community.
- All Richmond residents have the ability to participate in public life equally.
- Richmond residents and visitors know where to go to get information and assistance.

Suggested RIAC Strategic Actions

- The encouragement of ESL classes across the community.
- The provision of interpretation and translation in welcome centres for newcomers.
- The continuing development, printing distribution translation and updating of the Richmond Newcomers Guide.
- The identification of barriers faced by newcomers and articulation of barriers and needs.
- The encouragement of dialogue discussion with immigrants and all residents.
- The education of newcomers on the principles of multiculturalism.
- Residents becoming ambassadors for cultural diversity in neighbourhoods/schools.
- The acknowledgement of the wide range of abilities of ethnic minorities.
- The education of minority groups in civic life.
- The provision of training in public participation for all groups.

Strategic Direction #2

Address the perception and reality of racism and discrimination in the community. Dispel misconceptions related to culture that maintain stereotypes and foster prejudice.

Indicators of Success

- An inclusive, respectful and harmonious community.
- The reality of racism has been defined and dialogue on the issues carried out.
- Richmond residents have a better understanding and respect for different cultures.
- There is sense of belonging for all residents of Richmond.
- Increased social integration in Richmond.

Suggested RIAC Strategic Actions

- Dialogue session planned and implemented with Richmond residents on racism.
- The supported and implementation of interfaith dialogues.
- The development of programs that focus on commonality rather than difference.
- Celebrate recognised differences while focussing on commonality.
- More intercultural events at community centres and schools.
- The encouragement of employment opportunities for immigrants.
- City Hall and City Facilities becoming a model of 'best practice' in the creation of a multicultural workforce.
- The organising of cultural events to eliminate silos between communities.

Strategic Direction #3

Work to explore potential areas of alignment between the Intercultural Vision recommended in this Plan and other governmental and stakeholder systems, policies and planning processes. Use 'best practice' methods to make decisions and prevent cross-cultural misunderstanding and antipathy.

Indicators of Success

- City Departments are more aware of cultural values and realities
- City and stakeholders organisations are aware and informed of the work of RIAC

- City Advisory Committees are reflective of the community
- City using an intercultural lens' to inform planning processes.

Suggested Specific initiatives

- Informed outreach to immigrant communities.
- RIAC values and vision aligned with City policies and procedures.
- Assist with a review of application processes for City Advisory Committees
- Assist with a review of City staff recruitment practices.
- Review City staff and political support structures for RIAC to ensure maximum RIAC involvement in the setting of City priorities and planning processes.

Strategic Direction #4

To support the development and integration of Richmond's immigrants while doing this in a way that respects family and cultural traditions.

Indicators of Success

- Immigrant families supported to integrate into Richmond
- Multicultural identities supported across and between generations
- Richmond community centres have intergenerational and multicultural programming.
- All Richmond residents are proud to live in Richmond and are proud of the diversity in the community.

Suggested Specific initiatives

- The encouragement of cross-generational programming (e.g.: the roots of empathy)
- RIAC forum with City Parks and Recreation department, School District and youth serving agencies to explore intercultural programming opportunities.
- RIAC encouragement and endorsement of cultural programming to celebrate diversity and cultures and highlight best practice in culturally inclusive programming.
- The creation of a 'Richmond Day', an annual day event to celebrate diversity in the whole of Richmond.

Proposed 2012 - 2015 Work Program

To implement the Intercultural Strategic Plan the following 2012 – 2015 Work Program is proposed.

1. City Council, assisted by RIAC in consultation with stakeholders, will establish annual intercultural priorities and yearly work programs.
2. The RIAC will coordinate and facilitate the implementation of their approved work programs.
3. The purpose of the following management matrix is to guide the implementation of the Strategic Plan. This matrix outlines the suggested actions to be undertaken by RIAC and the City, and identifies stakeholders for each strategic direction and specific initiative. Additional partners will be identified over time.
4. To implement the 2012 - 2015 Work Program, RIAC will:
 - Assist the Richmond community to build its capacity (e.g., awareness, consensus and commitment) for intercultural harmony.
 - Provide information, options and recommendations to the City and other stakeholders.
 - Recommend annual priorities and initiatives to the City and other stakeholders.
 - Develop achievable work programs including, as applicable:
 - Identifying existing resources,
 - Establishing partnerships,
 - Applying for funding from diverse sources, and
 - If additional stakeholder resources are required, seeking approval through their annual budget review processes.
5. In 2012 the RIAC will:
 - Distribute the 2012 - 2015 Richmond Intercultural Strategic Plan and Work Program widely.
 - Meet with a wide range of stakeholders to build awareness, consensus and commitment for stakeholders participation in implementing the Plan and Work Program.
 - Encourage a wide range of stakeholders to participate.
 - Recommend short, medium and long-term goals to stakeholders.
 - Identify priority initiatives for RIAC to pursue in 2012/15.
6. The 2012 - 2015 Work Program will be amended as necessary.
7. The RIAC will report progress to Council annually, or as necessary.

Strategic Areas and Specific Initiatives	Stakeholders*									
	Proposed RIAC Actions**	Possible City Actions***	RCMP, Fire & Rescue****	Other levels of govt.	NGOs	Local, Ethnic Media	Business	Comm Assoc	Religious/ Ethnocult Groups	SD38
Strategic Direction #1 – Address language and information and cultural barriers										
The encouragement of ESL classes across the community	RIAC to bring stakeholders together to identify gaps in ESL provision	Assistance with facilitation of discussion			✓		✓			✓
The provision of interpretation and translation in welcome centres for newcomers	Exploratory meeting held with immigrant serving agencies.	City to assist with facilitation/ communication with immigrant serving agencies			✓				✓	✓
The continuing development, printing distribution translation and updating of the Richmond Newcomers Guide	Guide reprinted in English Chinese and Tagalog versions		✓	✓	✓	✓	✓	✓	✓	✓
	Funding options explored for Punjabi version of the guide	City to devise process for ongoing updating of the guide	✓	✓	✓	✓	✓	✓		✓
The identification of barriers faced by newcomers - articulation of barriers and needs	RIAC to explore partnerships and concept of annual new immigrants clinic	Assistance with the facilitation of interagency discussion			✓				✓	✓

* ✓ Means stakeholder involvement will be sought, including providing resources (e.g., support, volunteer/staff time, ideas, facilities, funding, programs).

** RIAC's role will be to facilitate, coordinate, promote, etc. as the case may be.

*** Resources that the City may contribute are limited and may include staff time, materials, funding, meeting space, subject to Council approval.

**** Richmond Fire Rescue is part of the Law and Community Safety Department of the City of Richmond, but has been listed as a separate partner in this plan due to their wide ranging and detailed diversity commitments.

Strategic Areas and Specific Initiatives	Stakeholders*									
	Proposed RIAC Actions**	Possible City Actions***	RCMP, Fire & Rescue****	Other levels of govt.	NGOs	Local, Ethnic Media	Business	Comm Assoc	Religious/ Ethnocult Groups	SD38
The encouragement of dialogue and discussion with immigrants on involvement in civic life	RIAC to work with partners to devise lecture series on principles of multiculturalism	Assistance to RIAC in devising content and with logistics	✓		✓	✓			✓	✓
	Civic education program devised and implemented	Assistance in identifying civic education priorities	✓	✓	✓				✓	✓
The provision of training in public participation	RIAC Program devised to encourage immigrants to become ambassadors for diversity in neighbourhood schools	Liaison assistance with community partners and SD38			✓				✓	✓
	RIAC to partner on a skills forum/workshop on public participation	Assistance with facilitation and organisation of any planned event	✓		✓				✓	✓
Strategic Direction #2 - Address the perception and reality of racism & dispel cultural misconceptions and stereotypes.										
Dialogue on racism implemented with Richmond residents	RIAC to facilitate a dialogue on racism/ hold a public workshop	Assistance with facilitation and organisation of any planned event	✓	✓	✓				✓	
The support and implementation of interfaith dialogues	RIAC to dialogue with partners to identify opportunities for creating interfaith dialogue or supporting existing programs	Liaison assistance with community partners/logistical support			✓				✓	

Strategic Areas and Specific Initiatives	Stakeholders*									
	Proposed RIAC Actions**	Possible City Actions***	RCMP, Fire & Rescue****	Other levels of govt.	NGOs	Local, Ethnic Media	Business	Comm Assoc	Religious/ Ethnocult. Groups	SD38
The development of programs that focus on commonality rather than difference and the organising of cultural events to eliminate silos between communities	RIAC to meet with City Parks and Rec programmers to discuss intercultural programming opportunities	Organisational assistance	✓		✓			✓		✓
More intercultural events at community centres and schools	Liaison with SD38 and other relevant community partners	City Staff assistance with facilitation role						✓	✓	✓
The encouragement of employment opportunities for immigrants-City Hall and City Facilities becoming a model of 'best practice' in the creation of a multicultural workforce.	Plan and implement a workshop on recruitment 'best practice'	City Staff to assist RIAC in their facilitation role	✓							
Strategic Direction #3 - Explore RIAC Vision areas of alignment between governmental policies and planning processes.										
Informed outreach to immigrant communities.	RIAC outreach event to immigrant communities on key identified City policies/ planning processes	City staff to work with RIAC members to plan outreach event and provide information	✓		✓	✓			✓	✓
Intercultural values and vision reflected in City policies and procedures.	Review of City policies and procedures	City staff to work with RIAC to facilitate this process.	✓							
	Ensure appropriate RIAC involvement in the setting of City priorities and planning processes.	City staff to work with RIAC to facilitate this process.	✓							

Strategic Areas and Specific Initiatives	Stakeholders*									
	Proposed RIAC Actions**	Possible City Actions****	RCMP, Fire & Rescue****	Other levels of govt.	NGOs	Local, Ethnic Media	Business	Comm Assoc	Religious/ Ethnocult. Groups	SD38
Review application processes for RIAC	Work with City staff to review membership and application process of RIAC.	City staff to work with RIAC to facilitate this process.								
Strategic Direction #4 - To support the development and integration of Richmond's immigrants while doing this in a way that respects family and cultural traditions.										
The encouragement of cross-generational and intercultural programming (e.g.: the roots of empathy- encouragement and endorsement of cultural programming to celebrate diversity and cultures and highlight best practice in culturally inclusive programming.	RIAC forum with City Parks and Recreation department, Community Services Department, School District and youth serving agencies to explore intercultural and cross-generational programming opportunities.	City staff take a liaison role and assist with event planning.	✓		✓			✓	✓	
	The creation of a 'Richmond Day', an annual day event to celebrate diversity in the whole of Richmond.	City staff to explore this concept with appropriate partners.	✓		✓			✓	✓	



Noise Regulation Bylaw No. 8856

The Council of the City of Richmond enacts as follows:

PART ONE: INTRODUCTION

1.1 Title

1.1.1 This Bylaw may be cited as the “Noise Regulation Bylaw No. 8856”.

1.1.2 Definitions

In this Bylaw,

“**Activity Zone**” means those areas so described in this Bylaw and so indicated in Schedule A, attached to and forming part of this Bylaw;

“**approved sound meter**” means an acoustic instrumentation system which:

- (a) is comprised of a microphone, wind screen and recorder which conforms to class 1 or class 2 requirements for an integrating sound level meter as defined by IEC 61672-1 [2002];
- (b) has been field calibrated before and after each sound measurement using a class 1 or class 2 field calibrator as defined by IEC 60942 [2003]; and
- (c) has been calibrated, along with the field calibrator, within the past two years by an accredited lab to a traceable national institute standard;

“**City**” means the City of Richmond;

“**construction**” includes

- (a) the erection, alteration, repair, relocation, dismantling, demolition and removal of a building or structure;
- (b) structural maintenance, power-washing, painting, land clearing, earth moving, grading, excavating, the laying of pipe and conduit (whether above or below ground), street or road building and repair, concrete placement, and the installation, or removal of **construction** equipment, components and materials in any form or for any purpose; or

- (c) any work or activities being done or conducted in connection with any of the work listed in paragraphs (a) or (b);

“**Council**” means the City Council of Richmond;

“**daytime**” means

- (a) from 7:00 a.m. to 8:00 p.m. Monday through Saturday;
- (b) from 10:00 a.m. to 6:00 p.m. on a Sunday or **holiday**;

“**dB**A”, or **A-weighted decibel**, means the unit used to measure the sound pressure level using the “A” weighting network setting on an **approved sound meter**;

“**dB**C”, or **C-weighted decibel**, means the unit used to measure the sound pressure level using the “C” weighting network setting on an **approved sound meter**;

“**General Manager**” means the General Manager of Engineering and Public Works for the City of Richmond or his or her designate;

“**holiday**” means

- (a) New Years Day, Good Friday, Easter Monday, Victoria Day, Canada Day, British Columbia Day, Labour Day, Thanksgiving Day, Remembrance Day, Christmas Day and Boxing Day or any other statutory holiday that may be declared by the Province of British Columbia; and
- (b) the day named in lieu of a day that is named in paragraph (a) and that falls on a Saturday, Sunday or the following Monday;

“**IEC**” means the International Electro-Technical Commission;

“**impulsive sound**” means **specific sound** that is characterized by brief bursts of sound pressure, with the duration of each impulse usually less than 1 second, including without limitation specific sound containing “bangs”, “clicks”, “clatters” or “thumps” from hammering, banging of doors and metal impacts;

“**impulsive sound adjustment**” means a 5 **dB**A increase applied to **specific sound** classified as **impulsive sound** and a 0 **dB**A increase applied to **specific sound** that is not classified as **impulsive sound**;

“**inspector**” includes the **Medical Health Officer**, the Health Protection Manager, the **General Manager**, a Bylaw Enforcement Officer employed by the City, a Peace Officer, and any employee acting under the supervision of any of them;

“**Intermediate Zone**” means those areas so described in this Bylaw and so indicated in schedule A, attached to and forming part of this Bylaw;

“**ISO**” means the International Organization for Standardization;

“**L_{eq}**”, or equivalent continuous sound pressure level, means that constant or steady **sound** level, rounded to the nearest decibel, which, in a specified time period, conveys the same **sound** energy as does the actual time-varying sound level;

“**lawn and garden power equipment**” means any equipment or machinery used in lawn and garden care, including leaf blowers, edge trimmers, rototillers and lawn mowers;

“**measurement time interval**” means the total time over which **sound** measurements are taken, and:

- (a) is chosen to best represent the situation causing disturbance;
- (b) is between 1 minute and 30 minutes;
- (c) is chosen to avoid influence from the **residual sound** where possible; and
- (d) may consist of a number of non-contiguous, short term measurement time intervals that add up to 1 to 30 minutes;

“**Medical Health Officer**” means the Medical Health Officer appointed under the *Public Health Act*, SBC 2008, c. 28 or his/her designate, to act within the limits of the jurisdiction of any local board, or within any health district;

“**nighttime**” means any period of any day not specifically defined as **daytime**;

“**point of reception**” means a position within the property line of the real property occupied by the recipient of a **sound** that best represents the location at which that **specific sound**, emanating from another property, is received and the resulting disturbance experienced and is:

- (a) at least 1.2 m from the surface of the ground and any other **sound** reflecting surface; and
- (b) outdoors, unless there is no **point of reception** outdoors because the **specific sound** is within the same building or the wall of one **premises** is flush against another, in which case the **point of reception** shall be within the building where the **specific sound** is received and the resulting disturbance experienced;

“**premises**” means

- (a) the area contained within the boundaries of a legal parcel of land and any building situated within those boundaries; and
- (b) each unit, the common areas of the building, and the land within the apparent boundaries of the legal parcel of land are each separate **premises** where a building contains more than one unit of commercial, industrial or **residential occupancy**;

“Quiet Zone” means those areas so described in this Bylaw and so indicated in Schedule A, attached to and forming part of this Bylaw;

“rating level” means the **specific sound level** plus the **impulsive sound adjustment** and **tonal sound adjustment**;

“residential occupancy” in respect of **premises**, means a dwelling unit located within a building, and includes a room for rent in a hotel or motel;

“residual sound” means the sound remaining at a given location in a given situation when the **specific sound** source is suppressed to a degree such that it does not contribute to the **total sound**;

“sound” means an oscillation in pressure in air which can produce the sensation of hearing when incident upon the ear;

“specific sound” means the **sound** under investigation;

“specific sound level” means the equivalent continuous **sound** pressure level or L_{eq} at the point of reception produced by the **specific sound** over the **measurement time interval**;

“tonal sound” means **specific sound** which contains one or more distinguishable, discrete, continuous tones or notes including, without limitation:

- (a) **specific sound** characterized by a “whine”, “hiss”, “screech” or “hum”;
and
- (b) music;

“tonal sound adjustment” means a 0 – 6 dBA increase applied to **specific sound** classified as **tonal sound** as determined using the approach described in ISO 1996-2 [2007] Annex C and a 0 dBA increase applied to **specific sound** that is not classified as **tonal sound**;

“total sound” means the totally encompassing **sound** in a given situation at a given time, usually composed of **sound** from many sources near and far;

“total sound level” means the equivalent continuous **sound** pressure level or L_{eq} at the point of reception produced by the **total sound** over the **measurement time interval**; and

“vehicle” means a device in, on or by which a person or thing is or may be transported or drawn along a highway, but does not include a device designed to be moved by human power or device used exclusively on stationary rails or tracks.

PART TWO: SOUND LEVELS

2.1 Quiet Zone Permitted Sound Levels

2.1.1 In a **Quiet Zone** a person must not make, cause or permit to be made or caused, any **sound** that has a **rating level** which:

- (a) during the **daytime** exceeds:
 - (i) 55 **dba** or 65 **dbc** when received at a **point of reception** in a **Quiet Zone**;
 - (ii) 60 **dba** or 70 **dbc** when received at a **point of reception** in an **Intermediate Zone**;
 - (iii) 70 **dba** or 80 **dbc** when received at a **point of reception** in an **Activity Zone**; or
- (b) during the **nighttime** exceeds:
 - (i) 45 **dba** or 55 **dbc** when received at a point of reception in a **Quiet Zone**;
 - (ii) 50 **dba** or 60 **dbc** when received at a **point of reception** in an **Intermediate Zone**;
 - (iii) 70 **dba** or 80 **dbc** when received at a **point of reception** in an **Activity Zone**.

2.2 Intermediate Zone Permitted Sound Levels

2.2.1 In an **Intermediate Zone** a person must not make, cause or permit to be made or caused, any **sound** that has a **rating level** which:

- (a) during the **daytime** exceeds:
 - (i) 60 **dba** or 70 **dbc** when received at a **point of reception** in a **Quiet Zone**;
 - (ii) 60 **dba** or 70 **dbc** when received at a **point of reception** in an **Intermediate Zone**;
 - (iii) 70 **dba** or 80 **dbc** when received at a **point of reception** in an **Activity Zone**; or

- (b) during the **nighttime** exceeds:
 - (i) 50 **dBA** or 60 **dB**C when received at a **point of reception** in a **Quiet Zone**;
 - (ii) 50 **dBA** or 60 **dB**C when the prescribed **point of reception** is outdoors or 55 **dB**C when the prescribed **point of reception** is indoors in an **Intermediate Zone**;
 - (iii) 70 **dBA** or 80 **dB**C when received at a **point of reception** in an **Activity Zone**.

2.3 Activity Zone Permitted Sound levels

2.3.1 In an **Activity Zone** a person must not make, cause or permit to be made or caused, any **sound** that has a **rating level** which:

- (a) during the **daytime** exceeds:
 - (i) 60 **dBA** or 70 **dB**C when received at a **point of reception** in a **Quiet Zone**;
 - (ii) 65 **dBA** or 75 **dB**C when received at a **point of reception** in an **Intermediate Zone**;
 - (iii) 70 **dBA** or 80 **dB**C when received at a **point of reception** in an **Activity Zone**; or
- (b) during the **nighttime** exceeds:
 - (i) 50 **dBA** or 60 **dB**C when received at a **point of reception** in a **Quiet Zone**;
 - (ii) 55 **dBA** or 65 **dB**C when received at a **point of reception** in an **Intermediate Zone**;
 - (iii) 70 **dBA** or 80 **dB**C when received at a **point of reception** in an **Activity Zone**.

2.4 Summary of Permitted Sound Levels by Zone

2.4.1 For convenience, the outdoor **sound** level limits set out in sections 2.1 to 2.3 are summarized in the table in Schedule B, attached to and forming part of this Bylaw.

2.5 Properties Where Specific Modifications or Exceptions to Rating Levels Apply

- 2.5.1 Properties listed in Schedule C of this Bylaw are subject to the rating levels set-out in Schedule C. Except as modified or excepted in Schedule C, the rating levels in sections 2.1 – 2.3 of this Bylaw apply to such properties.

2.6 Assessment at Locations Affected by Residual Sound

- 2.6.1 Where the **total sound level** exceeds all of the prescribed **sound** limits identified in sections 2.1 to 2.3 and is influenced by the **residual sound** at the **point of reception** such that the **specific sound** cannot be accurately measured, the **specific sound** should be measured at distances close to the source and then predicted at the **point of reception** using an internationally accepted calculation standard such as ISO 9613-2.

2.7 Role of Inspector

- 2.7.1 Any **inspector** may measure **sound** levels with an **approved sound meter**, and may enter at all reasonable times upon any real property, to determine compliance with the provisions of Part Two of this Bylaw.

PART THREE: PROHIBITED TYPES OF NOISE

3.1 Noise Disturbing Neighbourhood

- 3.1.1 Subject to other provisions of this Bylaw:

- (a) a person must not make or cause a **sound** in a street, park, plaza or similar public place which disturbs or tends to disturb the quiet, peace, rest, enjoyment, comfort or convenience of persons in the neighbourhood or vicinity;
- (b) a person who is the owner or occupier of, or is in possession or control of, real property must not make, suffer, or permit any other person to make, a **sound**, on that real property, which can be easily heard by a person not on the same **premises** and which disturbs or tends to disturb the quiet, peace, rest, enjoyment, comfort or convenience of persons in the neighbourhood or vicinity.

- 3.1.2 Subsection 3.1.1 does not apply if a **sound** level may practically be measured and the **sound** level is in compliance with Part Two of this Bylaw.

3.2 Prohibited Types of Noise

- 3.2.1 The following sounds are prohibited because they are objectionable, or liable to disturb the quiet, peace, rest, enjoyment and comfort of individuals or the public notwithstanding that such sounds may not constitute a violation of any other provision of this Bylaw:

- (a) the **sound** made by a dog barking, howling or creating any kind of **sound** continually or sporadically or erratically for any period in excess of one-half hour of time;
- (b) the **sound** made by a combustion engine that is operated without using an effective exhaust muffling system in good working order;
- (c) the **sound** made by a **vehicle** or a **vehicle** with a trailer resulting in banging, clanking, squealing or other like **sounds** due to an improperly secured load or improperly secured equipment, or due to inadequate maintenance;
- (d) the **sound** made by a **vehicle** horn or other warning device used except under circumstances required or authorized by law;
- (e) the **sound** made by amplified music, whether pre-recorded or live, after 2:00 a.m. and before 8:00 a.m. on any day; and
- (f) **sound** produced by audio advertising which:
 - (i) is directed at pedestrians or motorists on any street or sidewalk; or
 - (ii) can be heard on any street or sidewalk.

PART FOUR: EXEMPTIONS

4.1 Specific Exemptions

4.1.1 This Bylaw does not apply to **sound made:**

- (a) by a police, fire, ambulance or other emergency vehicle;
- (b) by a horn or other signalling device on any **vehicle**, boat or train where such sounding is properly and necessarily used as a danger or warning signal;
- (c) by the use, in a reasonable manner, of an apparatus or mechanism for the amplification of the human voice or music in a public park, public facility or square in connection with a public meeting, public celebration, athletic or sports event or other public gathering, if:
 - (i) that gathering is held under a City issued permit or license or similar agreement; or
 - (ii) that gathering has received prior approval under section 4.2.1;
- (d) by bells, gongs or chimes by religious institutions, or the use of carillons, where such bells, gongs, chimes or carillons have been lawfully erected;
- (e) by works and activities authorized by the British Columbia School Board 38 (Richmond) and conducted by its employees, agents and contractors on

property owned or operated by British Columbia School Board 38 (Richmond);

- (f) by a parade, procession, performance, concert, ceremony, event, gathering or meeting in or on a street or public space, provided that a permit, licence or similar agreement has been granted by the City for the event;
- (g) by outdoor athletic activity that takes place between 8:00 a.m. and 10:30 p.m.;
- (h) by the use, in a reasonable manner, of the **premises** of a Community Care Facility duly licensed under the *Community Care and Assisted Living Act*, SBC, 2002, Chapter. 75, or from the use of a similar institution;
- (i) by works and activities authorized by the City and conducted by its employees, agents and contractors on property owned (including, without limitation dedicated roads, parks and other public spaces) or operated by the City;
- (j) by a garbage collection service during the **daytime**;
- (k) by municipal works including, but not limited to, the construction and repair of streets, sewers lighting and other municipal services, whether carried out during the daytime or during the nighttime by, or on behalf of the City or the Greater Vancouver Regional District or any other public authority, but, unless the General Manager approves otherwise, does not include **construction** carried out under and agreement to install City works as described in section 940 of the *Local Government Act*;
- (l) by **lawn and garden power equipment**, provided that the use of the **lawn and garden power equipment** takes place:
 - (i) between 7:00 a.m. and 8:00 p.m. Monday through Friday; or
 - (ii) between 10:00 a.m. and 8:00 p.m. on a Saturday, Sunday and **holiday**;
- (m) by **construction**, provided that it has a **rating level** which does not exceed 85 **dB**A when measured at a distance of 15.2m (50 feet) from that source of **sound**, and only:
 - (i) between 7:00 a.m. and 8:00 p.m. Monday through Friday that is not a **holiday**;
 - (ii) between 10:00 a.m. and 8:00 p.m. on a Saturday that is not a **holiday**; and
 - (iii) between 10:00 a.m. and 6:00 p.m. on a Sunday or **holiday**;

- (n) by the nightly cleaning of streets and sidewalks and the collection of garbage from sidewalk refuse bins by or on behalf of the City;
- (o) by public transit or aeronautics;
- (p) by normal farm practices on a farm operation as defined by and protected by the *Farm Practices Protection (Right to Farm) Act*; or
- (q) by an occupant of a strata lot or rental unit used for **residential occupancy** where the source of the sound and the **point of reception** is within the same building.

4.2 Exemptions and Relaxations by Approval

- 4.2.1 A person may submit an application for an exemption or relaxation from the provisions of this Bylaw to the **General Manager**, in a form and with content satisfactory to the **General Manager** who may allow the exemption or relaxation with or without terms and conditions or refuse the exemption or relaxation provided that the exemption or relaxation is limited to a period of not more than forty-eight (48) hours.
- 4.2.2 With respect to exemptions or relaxations from the limitations imposed by section 4.1.1(m) of this Bylaw for construction projects, the **General Manager** may grant the exemption if satisfied that:
 - (a) the volume of traffic in the area of the proposed construction is such as to cause danger to the workers on the job, or to cause traffic congestion;
 - (b) the impact and inconvenience to residents in the area of the proposed construction can be minimized;
 - (c) the construction cannot be undertaken efficiently or safely during the normal working day; or
 - (d) interruption of any service during normal working day would cause any person undue hardship.
- 4.2.3 If an exemption or relaxation is granted by the **General Manager** the applicant must, at least forty-eight (48) hours before the start of the exemption period, distribute a notice, in a form and with content satisfactory to the **General Manager**, to all residences within a one hundred (100) metre radius. Such a notice is to include, but will not be limited to, all times and dates, the specific location and general description of the activity.

4.2.4 An applicant who has been refused an exemption or relaxation by a decision of the **General Manager** may apply to have Council reconsider that decision in accordance with the following procedures:

- (a) the applicant may apply by notice to the City Clerk within 14 days of any refusal by the **General Manager** to grant an exemption or relaxation;
- (b) the applicant may address Council in writing or in person concerning the specific exemption or any future exemptions; and
- (c) Council may allow or revise the exemption or relaxation with or without terms and conditions or refuse the exemption or relaxation.

4.3 Modification of Exception of Rating Levels by Bylaw Amendment

4.3.1 A person may, in respect to a specific property or specific properties, submit an application for a modification of this Bylaw in respect to a rating level set out in section 2.1 – 2.3 of this Bylaw to the **General Manager** in a form and with a content satisfactory to the **General Manager** who shall refer the application to Council for consideration with recommendations.

PART FIVE: GENERAL

5.1 Severability

5.1.1 No provision of this Bylaw depends for its validity on the validity of any other provision.

5.2 Offences and Penalties

- 5.2.1 (a) a violation of any of the provisions identified in this Bylaw shall result in liability for penalties and late payment amounts established in Schedule A of the Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122; and
- (b) a violation of any of the provisions identified in this Bylaw shall be subject to the procedures, restrictions, limits, obligations and rights established in the *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122* in accordance with the *Local Government Bylaw Notice Enforcement Act, SBC 2003, c.60*.
- 5.2.2 Every person who contravenes any provision of this Bylaw is considered to have committed an offence against this bylaw and is liable on summary conviction, to the penalties provided for in the *Offence Act*, and each day that such violation is caused, or allowed to continue, constitutes a separate offence.

FIRST READING



SECOND READING

THIRD READING

ADOPTED

MAYOR

CITY CLERK

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

SCHEDULE A TO BYLAW 8856
NOISE ZONES

Category	Quiet Zone	Intermediate Zone	Activity Zone
1. Standard Zoning (subject to Category 4)	<ul style="list-style-type: none"> Residential Zones commencing with RS, RC, RD, RI, RT, RA Residential / Limited Commercial Zones commencing with RCL Institutional Zones commencing with ASY, HC Mixed Use Zones commencing with CN, CS 	<ul style="list-style-type: none"> Mixed Use Zones commencing with CDT Commercial Zones commencing with CL, CC, CA, CEA, CG, CP, CV, CR Marina Zones commencing with MA1, MA2 Institutional Zones commencing with AIR, SI Agriculture & Golf Zones commencing with AG, GC 	<ul style="list-style-type: none"> Industrial Zones commencing with I, IL, IB, IR, IS
2. Site Specific Zoning (subject to Category 4)	<ul style="list-style-type: none"> Residential Zones commencing with ZS, ZD, ZT, ZLR, ZHR Residential (Other) Zones commencing with ZR 	<ul style="list-style-type: none"> Mixed Use Zones commencing with ZMU Commercial Zones commencing with ZC Public Zones commencing with ZIS Agricultural Zones commencing with ZA 	<ul style="list-style-type: none"> Industrial Zones commencing with ZI

Category	Quiet Zone	Intermediate Zone	Activity Zone
3. Land Use Contracts (subject to Category 4)	<ul style="list-style-type: none"> 001-009, 011-021, 023-027, 029-037, 040-050, 052-061, 063, 065-069, 071-077, 081-086, 088-090, 093-102, 104-117, 120-121, 123-125, 129-138, 140-165 	<ul style="list-style-type: none"> 010, 022, 028, 051, 062, 064, 070, 078, 079, 087, 092, 119, 122, 126, 128 	<ul style="list-style-type: none"> 039, 091, 127, 139
4. Additional Designations		<ul style="list-style-type: none"> All parcels that would otherwise be classified as a Quiet District that are in Areas 1A or 2 as outlined in the OCP Aircraft Noise Sensitive Development Table contained in Section 5.4 - Noise Management in the Richmond Official Community Plan Bylaw No 7100 All parcels bordering a municipal 4-lane roadway, Highway 91 or Highway 99 	<ul style="list-style-type: none"> All roadways All railroad rights-of-way

SCHEDULE B TO BYLAW 8856**SUMMARY OF PERMITTED OUTDOOR SOUND LEVELS BY ZONE**

		Sound Receiver Zone					
		Quiet		Intermediate		Activity	
		Day	Night	Day	Night	Day	Night
Sound Source Zone	Quiet	55 dBA	45 dBA	60 dBA	50 dBA	70 dBA	70 dBA
		65 dBC	55 dBC	70 dBC	60 dBC	80 dBC	80 dBC
	Intermediate	60 dBA	50 dBA	60 dBA	50 dBA	70 dBA	70 dBA
		70 dBC	60 dBC	70dBC	60 dBC	80 dBC	80 dBC
	Activity	60 dBA	50 dBA	65 dBA	55 dBA	70 dBA	70 dBA
		70dBC	60 dBC	75 dBC	65 dBC	80 dBC	80 dBC

Note: the permitted outdoor **dBC** sound level is 10 dB higher than the permitted **dBA** sound level.

SCHEDULE C TO BYLAW 8856**SPECIFIC MODIFICATIONS/EXCEPTIONS TO PART TWO: SOUND LEVELS**

Property specific modifications / exceptions to the rating levels in Part Two: "Sound Levels" of the Bylaw are set-out below. Except as modified or excepted below, the rating levels in Part Two: "Sound Levels" apply.

Civic Address of Sound Source	Civic Address of Point of Reception	Permitted Sound Level



**Road Closure and Removal of Road Dedication Bylaw 8845
(A Portion of Road Adjacent to 3391 Sexsmith Road)**

The Council of the City of Richmond enacts as follows:

1. The lands legally described as a portion of road dedicated by the deposit of Plan LMP11315 Section 28 Block 5 North Range 6 West New Westminster District (shown outlined in bold on the Reference Plan prepared by J.C. Tam and Associates attached as Schedule A) shall be stopped up and closed to traffic, cease to be a public road and the road dedication shall be removed.
2. This Bylaw is cited as "**Road Closure And Removal of Road Dedication Bylaw 8845**".

FIRST READING

JAN 23 2012

SECOND READING

JAN 23 2012

THIRD READING

JAN 23 2012

DULY ADVERTISED

MINISTRY OF TRANSPORTATION APPROVAL

ADOPTED

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

MAYOR

CORPORATE OFFICER

SCHEDULE A

REFERENCE PLAN TO ACCOMPANY CITY OF RICHMOND
ROAD CLOSURE AND REMOVAL OF ROAD DEDICATION BYLAW 8845 OF
A PORTION OF ROAD DEDICATED BY THE DEPOSIT OF PLAN LMP11315
SECTION 28 BLOCK 5 NORTH RANGE 6 WEST
NEW WESTMINSTER DISTRICT

BCCS 92G.015
 PURSUANT TO SECTION 120 LAND TITLE ACT AND SECTION 40 COMMUNITY CHARTER

PLAN BCP

Deposited in the Land Title Office
 of New Westminster, B.C. this 4th day
 of November, 2011

Deputy Registrar

Ref

PARTY(IES) SIGNATURE(S)
 CITY OF RICHMOND BY ITS
 AUTHORIZED SIGNATORY

MAJIB MAJIDUL Q. BRODIE
 AUTHORIZED SIGNATORY

CLERK:
 AUTHORIZED SIGNATORY

DEFECER SIGNATURE(S)

COMMISSIONER FOR
 TAKING AFFIDAVITS FOR B.C.
 CITY OF RICHMOND
 5911 NUMBER 3 ROAD
 RICHMOND, B.C.
 V6Y 2C1
 PHONE: (604) 278-4820
 AS TO THE SIGNATURE OF

THIS DAY OF 201

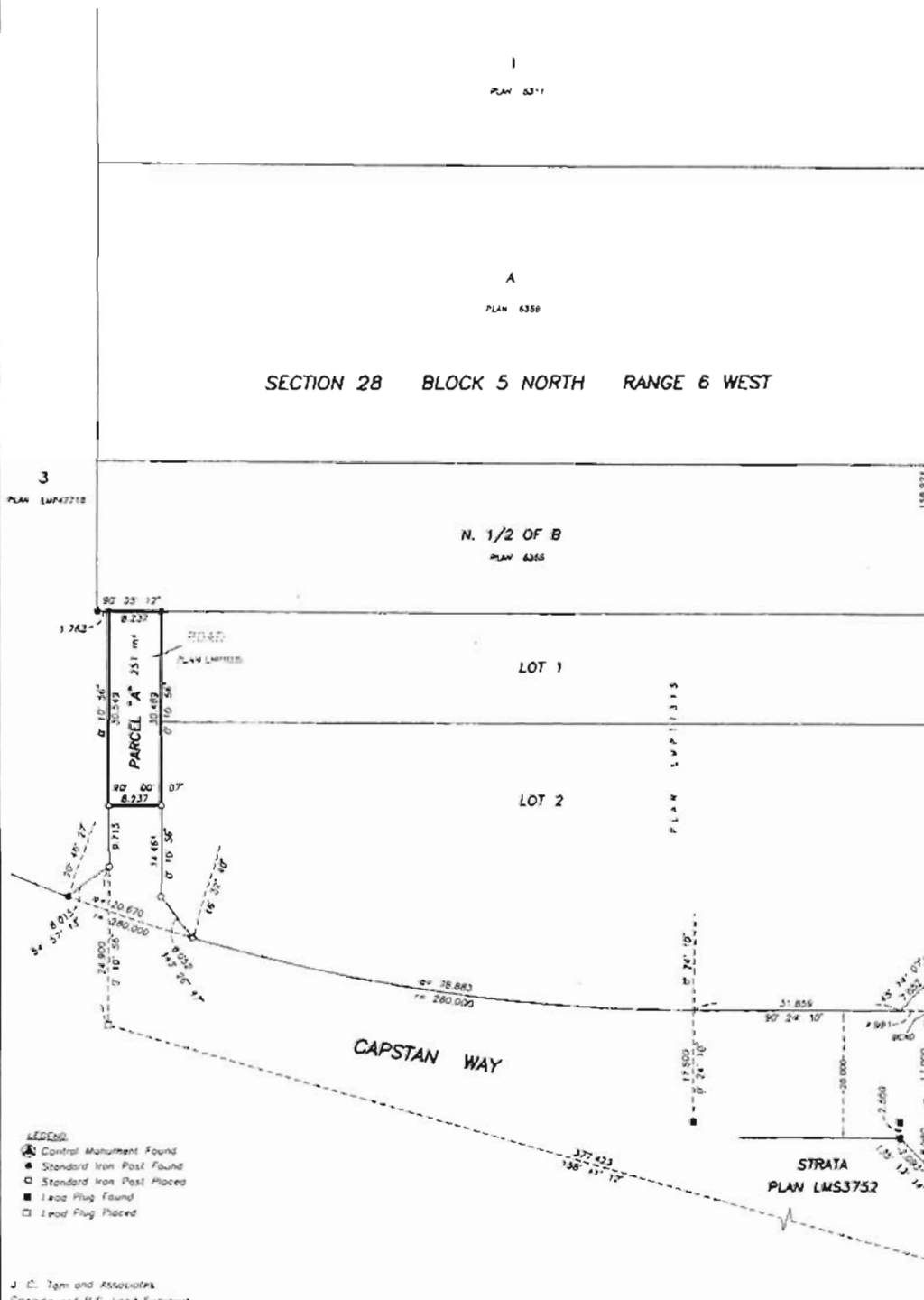
OFFICER CERTIFICATION: YOUR SIGNATURE CONSTITUTES A
 REPRESENTATION THAT YOU ARE A SOLICITOR, NOTARY PUBLIC
 OR OTHER PERSON AUTHORIZED BY THE EVIDENCE ACT.
 B.C. 1996, C. 124, TO TAKE AFFIDAVITS FOR
 USE IN BRITISH COLUMBIA AND CERTIFIES THE
 MATTERS SET OUT IN PART 5 OF THE LAND TITLE ACT
 AS THEY PERTAIN TO THE EXECUTION OF THIS INSTRUMENT

SEXSMITH ROAD



SCALE: 1:500

0 5 10 20 30 40
 ALL DISTANCES ARE IN METRES AND DECIMALS
 THEREOF UNLESS OTHERWISE INDICATED



LEGEND:
 Control Monument Found
 Standard Iron Post Found
 Standard Iron Post Placed
 Lead Plug Found
 Lead Plug Placed

J. C. Tom and Associates
 Canada and B.C. Land Surveyors
 115 - 8633 Odlin Crescent
 Richmond, B.C. V6X 3Z7
 Telephone: 214-8828
 Fax: 214-8929
 E-mail: office@jctom.com
 Website: www.jctom.com
 Job No. 4370
 1B-192 987-82
 Drawn By: KA

Gnd bearings are derived from observations between
 control monuments 7748968 and 7748962.
 Integrated Survey Area No. 18, [RICHMOND], NAD83 (CSRS)
 This plan shows horizontal ground-level measured distances
 except where otherwise noted. To compute gnd distances,
 multiply ground level distances by combined factor of 0.99960365
 This plan lies within the Greater Vancouver Regional District

BOOK OF REFERENCE
 PARCEL "A" Area = 251 m²

I, Johnson C. Tom, a British Columbia
 Land Surveyor, certify that I and
 present it and personally supervised
 the survey represented by this plan, and
 that the survey and plan are correct.
 The field survey was completed on the
 15th day of November, 2011. The plan was
 completed and checked, and the checklist
 filed under #733081 on the 15th day
 of November, 2011.

JOHNSON C. TOM, B.C.L.S.
CNCL - 70

DWG No. 4270-REF-001



**Richmond Zoning Bylaw 8500
Amendment Bylaw 8827 (RZ 11-589493)
10511 NO. 1 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 (RCH)**.

P.I.D. 004-041-305

Lot 479 Section 34 Block 4 North Range 7 West New Westminster District Plan 40616

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 8827"**.

FIRST READING

NOV 28 2011

A PUBLIC HEARING WAS HELD ON

DEC 20 2011

SECOND READING

DEC 20 2011

THIRD READING

DEC 20 2011

OTHER DEVELOPMENT REQUIREMENTS SATISFIED

FEB 01 2012

ADOPTED

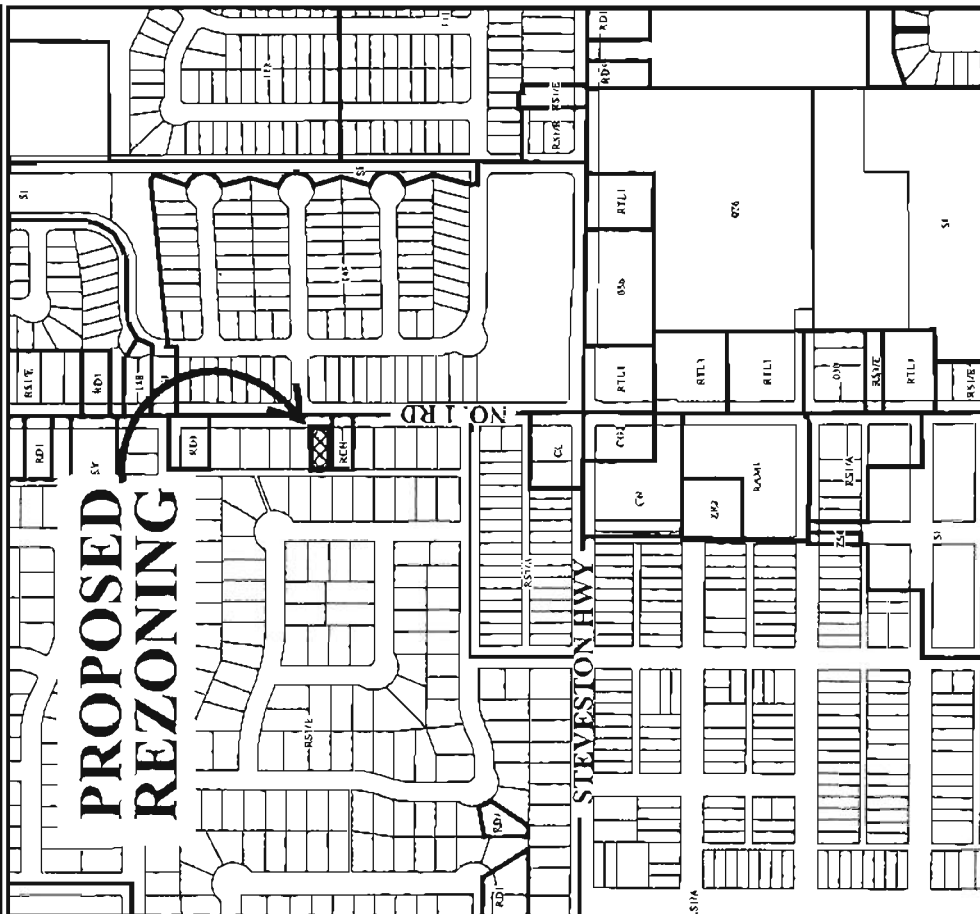


MAYOR

CORPORATE OFFICER



PROPOSED REZONING

[illegible]

RZ 11-589493

Original Date: 09/20/11

Revision Date: 09/20/11

Note Dimensions are in METRES



Finance Committee

**Anderson Room, City Hall
6911 No. 3 Road**

**Monday, February 6, 2012
Immediately Following the Open General Purposes Committee
meeting**

Pg. # ITEM

MINUTES

FIN-3 *Motion to adopt the minutes of the meeting of the Finance Committee held on Monday, December 12, 2011.*



BUSINESS AND FINANCIAL SERVICES DEPARTMENT

FIN-9 1. **2012 CAPITAL BUDGET**
(File Ref. No. 03-0900-01/2011-Vol 01) (REDMS No. 3428244)

TO VIEW eREPORT CLICK HERE

See Page **FIN-9** of the Finance agenda for full hardcopy report

Designated Speaker: Jerry Chong & John Irving

STAFF RECOMMENDATION

That the 2012 Capital Budget be approved and that staff be authorized to commence the recommended 2012 capital projects.



Finance Committee Agenda – Monday, February 6, 2011

Pg. # ITEM

- FIN-119** 2. **2012 OPERATING BUDGET**
(File Ref. No.) (REDMS No.3454492)

[TO VIEW eREPORT CLICK HERE](#)

See Page **FIN-119** of the Finance agenda for full hardcopy report

Designated Speaker: Jerry Chong

STAFF RECOMMENDATION

That the 2012 Operating Budget as presented in the report dated January 10, 2012, from the Director, Finance, be approved.

☐

- FIN-141** 3. **CITY CENTRE AREA TRANSITIONAL TAX EXEMPTION BYLAW NO. 8776 - REFERRAL**
(File Ref. No.) (REDMS No. 3433830)

[TO VIEW eREPORT CLICK HERE](#)

See Page **FIN-141** of the Finance agenda for full hardcopy report

Designated Speaker: Ivy Wong

STAFF RECOMMENDATION

That the report entitled City Centre Area Transitional Tax Exemption Bylaw No. 8776 - Referral, dated January 10, 2012, from the General Manager, Business and Financial Services, be received for information.

☐

ADJOURNMENT

☐



Finance Committee

Date: Monday, December 12, 2011

Place: Anderson Room
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Chak Au
Councillor Linda Barnes
Councillor Evelina Halsey-Brandt
Councillor Ken Johnston
Councillor Bill McNulty
Councillor Linda McPhail
Councillor Harold Steves

Absent: Councillor Derek Dang

Call to Order: The Chair called the meeting to order at 5:01 p.m.

MINUTES

It was moved and seconded

That the minutes of the meeting of the Finance Committee held on Monday, October 3, 2011, be adopted as circulated.

CARRIED

BUSINESS AND FINANCIAL SERVICES DEPARTMENT

1. TANGIBLE CAPITAL ASSETS

(File Ref. No.) (REDMS No. 3365168)

Jerry Chong, Director, Finance, provided background information and in answer to a question, advised that Richmond is at a median when compared to cities such as Burnaby, Vancouver and Surrey, and that the most comparable city to Richmond is Burnaby.

Finance Committee
Monday, December 12, 2011

It was moved and seconded

That the staff report entitled "Tangible Capital Assets" dated November 4, 2011 from the Director, Finance, be received for information.

CARRIED

2. FINANCIAL INFORMATION – 3RD QUARTER 2011
(File Ref. No. 03-0970-09-01) (REDMS No. 3414750)

In answer to a question about gaming revenues for the year, Jerry Chong, Director, Finance, advised that an audit will take place between February and March 2012, and that the finalized figures will be available in May or June of 2012.

It was moved and seconded

That the staff report on Financial Information for the 3rd Quarter ended September 30, 2011 be received for information.

CARRIED

3. 3RD QUARTER 2011 - FINANCIAL INFORMATION FOR THE RICHMOND OLYMPIC OVAL CORPORATION
(File Ref. No.) (REDMS No. 3420069)

John Mills, General Manager, Richmond Olympic Oval and Andrew Nazareth, General Manager, Business and Financial Services were available to answer questions.

A discussion took place about Richmond Olympic Oval's third quarter financial results, and in particular on:

- staffing at the oval and why the salaries and benefits were 4% under budget for 2011;
- the requirement to use of the term "surplus" when reporting on financial performance of a City subsidized facility, in accordance with accounting standards for the public sector;
- providing new members of Council with information on how each of the City's facilities is subsidized by square foot;
- major events, high performance sports, and community uses at the Oval;
- how the Oval addresses community needs by programming options for kids on Pro-D Days and during spring break;
- membership, admission and programs, as well as the Oval's capacity to attract and accommodate more members;
- the stipulation in the operating agreement between the Oval and the City that surplus funds would be placed in a capital reserve in order to establish a sinking fund for the Oval. This would provide the Oval with a future reserve that is separate from the City; and

Finance Committee
Monday, December 12, 2011

- how the hiring and spending freeze that had been in place at the Oval has been a factor in the Oval's final performance results.

It was moved and seconded

That the report on Financial Information for the Richmond Olympic Oval Corporation for the third quarter ended September 30, 2011 from the Controller of the Richmond Olympic Oval Corporation be received for information.

CARRIED

4. 2012 UTILITY BUDGETS AND RATES

(File Ref. No.) (REDMS No. 3398960)

Jerry Chong, Director, Finance, and Suzanne Bycraft, Manager, Fleet & Environmental Programs, were available to answer questions.

A discussion ensued about the 2012 utility budgets and rates, and in particular on:

- how the required annual water reserve contribution and capital replacement funding contribution have been met;
- the requirements for increases in the annual capital funding contributions for sanitary and drainage;
- the success of the City's multi-family water metering program in reducing water consumption, and the reduced revenues associated with declining water consumption;
- the challenges of increasing costs associated with maintaining City infrastructure, or other factors such as regional or other agency increases which are outside of the City's control;
- how the Greater Vancouver Sewerage and Drainage District Debt (GVS&DD) costs reduction will not benefit the sewer utility rates charged as these costs are recovered from property taxes; and
- the continuation and expansion of the Green Can Pilot Program and a suggestion to look into sealed compost units that would fit under a sink.

It was moved and seconded

That the 2012 Utility Expenditure Budgets, as outlined under Options 1 for Water, Sewer, Solid Waste & Recycling, and Option 3 for Drainage & Diking as contained in the staff report dated December 1, 2011 from the General Managers of Business and Financial Services and Engineering & Public Works, be approved as the basis for establishing the 2012 Utility Rates.

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

Finance Committee
Monday, December 12, 2011

It was moved and seconded

- (1) *That the motion be amended such that Option 2 be used for establishing the 2012 Utility Rates related to Solid Waste & Recycling with the partial contribution to the Rate Stabilization Fund; and*
- (2) *That the motion be amended to add that the "Rate Stabilization Fund" be renamed as the "General Solid Waste and Recycling/Rate Stabilization Fund".*

The question on the amendment motion was not called, as discussion continued about the rationale for changing the name of the Solid Waste and Recycling Rate Stabilization Fund to the General Solid Waste and Recycling/Rate Stabilization Fund. It was also noted that contributions associated with option 2 would allow the City to consider expansion of the recycling programs.

The question on the amendment motion was then called and it was **CARRIED** with Cllrs. Halsey-Brandt and Johnston opposed.

The question on the main motion as amended, to read as follows:

- (1) *That the 2012 Utility Expenditure Budgets, as outlined under Options 1 for Water, and Sewer, Option 2 for Solid Waste & Recycling, and Option 3 for Drainage & Diking as contained in the staff report dated December 1, 2011 from the General Managers of Business and Financial Services and Engineering & Public Works, be approved as the basis for establishing the 2012 Utility Rates; and*
- (2) *That the "Rate Stabilization Fund" be renamed as the "General Solid Waste and Recycling/Rate Stabilization Fund".*

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

5. 2012 UTILITY RATE AMENDMENT BYLAWS

(File Ref. No.) (REDMS No. 3423695)

Committee directed that the Solid Waste Bylaw be revised in accordance with Option 2 in the staff report and brought forthright to the Special Open Council meeting at which time the Utility Bylaw readings would be considered.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (6:05 p.m.).

CARRIED

Finance Committee
Monday, December 12, 2011

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 12, 2011.

Mayor Malcolm D. Brodie
Chair

Shanan Dhaliwal
Executive Assistant
City Clerk's Office



City of Richmond

Report to Committee

To: Finance Committee

Date: January 18, 2012

From: Andrew Nazareth
General Manager, Business and Financial Services

File: 03-0900-01/2011-Vol
01

Re: 2012 Capital Budget

Staff Recommendation

That the 2012 Capital Budget be approved and that staff be authorized to commence the recommended 2012 capital projects.

Andrew Nazareth
General Manager, Business and Financial Services
(604-276-4095)

Att. 3

FOR ORIGINATING DEPARTMENT USE ONLY

ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Real Estate Services	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Arts, Culture and Heritage	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Affordable Housing	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Community Social Services	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Enterprise Services	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Information Technology	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Engineering	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Fleet	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Community Bylaws	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Emergency Programs	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Fire Rescue	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Parks and Recreation	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Transportation	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Project Development	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
REVIEWED BY TAG	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
		YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

Staff Report

Origin

Subsection 165(1) of the Community Charter requires that Council adopt a Five-Year Financial Plan (5YFP) each year prior to May 15th of that year. The 5YFP Bylaw includes expenditures for operating, utility and capital for the current year (2012) and provides estimates for the remaining years of the five-year program. The 2012-2016 5YFP Bylaw provides the City with the authority to proceed with spending as outlined in the Bylaw.

The Capital Budget (the “budget”) is one of the main components in preparing the 5YFP. The budget includes all expenditures that improve, replace and acquire assets to the City’s asset inventory with a historic value greater than \$2.4 billion. The budget also authorizes the use of certain funding sources such as DCC and Statutory Reserves for internal transfers, transfers to the operating budget for non-tangible capital assets and debt re-payments.

The Long Term Financial Management Strategy (LTFMS) is a set of principles created by Council to guide the financial planning process. This budget acts as a tool where capital projects are prioritized and capital resources evaluated over a 5-year time horizon. This is an important component in achieving the goals of the LTFMS whereby it is Council policy to ensure that long term capital funding for infrastructure (e.g. parks, trails, facilities, roads, etc.) in place in order to maintain community viability and generate economic development.

As part of the budget process, the newly formed Assessor Team (the “team”) considered strategic and master plans, policies such as the LTFMS and Council priorities. The team completed a ranking process for each of the capital submissions based on the established criteria to prepare the projects that combine to form the 2012-2016 Capital Plan.

This report presents the proposed 2012 Capital Budget and seeks Council’s authorization to commence work on the recommended 2012 projects and related expenditures.

Analysis

Process

The capital budget process began early in 2011 by performing a review and identifying efficiencies and improvements to the process. The first phase was implemented for the 2012 budget process with further improvements documented for upcoming budgets.

The changes implemented are:

- Updated guidelines for information entered into the Capital Planning Model
- Departmental review and GM signoff of all submissions
- Updated interpretation of ranking criteria
- Formation of the Assessor Team

These changes were a result of review with many of the stakeholders involved in the budget process and aim to achieve an expedited process providing clear project details for improved reporting and analysis in accordance with Council’s Long Term Financial Management Strategy and goals.

The following outlines the process behind the 2012-2016 Capital Plan:



The Assessor Team, which is comprised of representatives from all departments, utilized a ranking system that is contained within the Capital Planning Model (the “model”). This model has proven to be an effective mechanism for prioritizing capital funding requests to ensure that infrastructure needs are managed. The team ranked every capital submission out of a score of 100 based on the established evaluation criteria:



The ranked projects are consolidated and the final list of recommended projects is prepared based on the funding availability. This forms the basis for the Capital Budget. The budget is then brought forward and reviewed by the Senior Management Team (TAG) and then presented to Council for review and approval.

2012 Capital Budget Overview

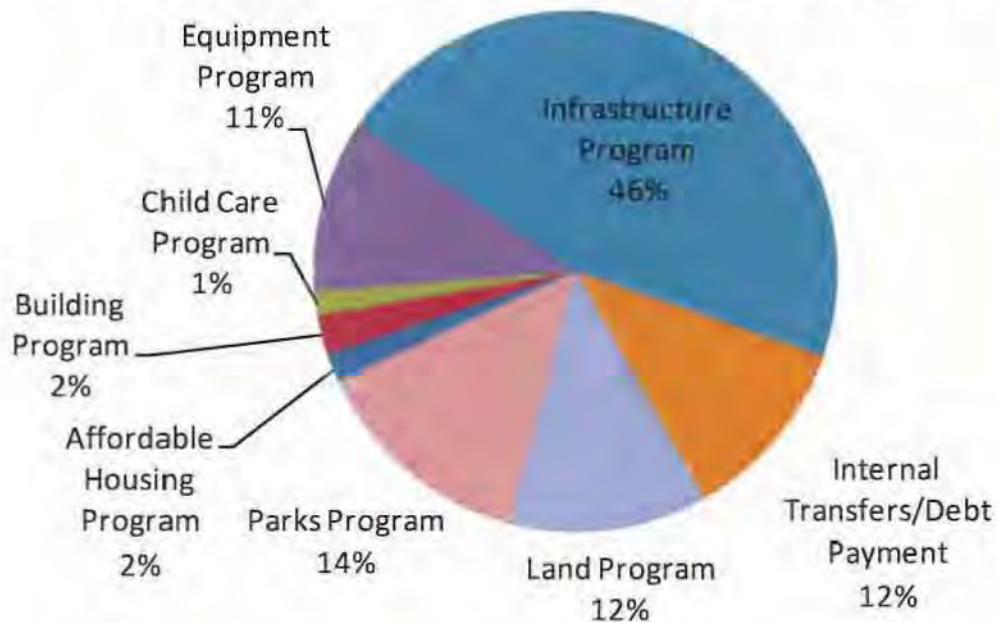
The projects in the 2012 Capital Budget maintain, improve and advance the City of Richmond's infrastructure inventory, provide the basic necessities for urban living and help fulfill Council's strategic goals for the City.

During the 2012 Capital Budget review, a total of 120 capital submissions were received. Based on the Assessor Team's review and evaluation, a total of 95 projects have been recommended with an allocated budget of \$72.6 million (see Appendix 1). The rest of the 25 submissions, totalling \$9.0 million were not recommended due to funding limits and the lower ranking scores as determined by the Assessor Team (see Appendix 2).

Below is a breakdown of the 2012 recommended projects by program and the associated operating budget impact (OBI):

<u>Program</u>	(in millions)	
	<u>Amount</u>	<u>OBI</u>
Infrastructure	\$33.2	\$0.08
Parks	\$10.1	\$0.14
Land	\$8.9	\$0.00
Internal Transfers/Debt Repayment	\$8.4	\$0.02
Equipment	\$7.8	\$0.04
Buildings	\$1.8	\$0.00
Affordable Housing	\$1.3	\$0.00
Child Care	\$1.1	\$0.02
	<u>\$72.6</u>	<u>\$0.30</u>

2012 Recommended Projects - by Program



Some highlights of the 2012 projects and their benefits are summarized below:

- improvement to traffic capacity and safety with the enhancement and widening of roads including Nelson Rd, Westminster Hwy. and No. 6 Rd.
- extensive water main replacement works throughout the City to provide better water service and continued water meter installation program
- sanitary sewer upgrades in the Terra Nova and Bridgeport areas to provide reliable service
- continued drainage improvements including replacement of the No. 1 Rd pump station to provide greater pumping capacity
- re-pavement of roads including portions of Bridgeport Rd., Steveston Hwy. and Westminster Hwy. to improve rideability and help extend the life of the road
- construction of pedestrian and cycling paths throughout the City to provide more alternative transportation routes
- improvement to park space with development of the Terra Nova play environment and the Oval West Waterfront Park phase 1
- development of childcare facilities in West Cambie and Hamilton areas that will provide much needed childcare to Richmond residents
- funding for affordable housing projects and initiatives to ensure affordable rents to Richmond residents

The detail of each recommended project is attached in Appendix 3.

2012 OBI

The total OBI relating to the recommended projects is \$297K. Of this amount, \$33K is associated to utility projects and will be funded by provisions in 2012. The net impact of \$264K in OBI results in a property tax impact of 0.16%.

2012 Capital Budget Funding Sources

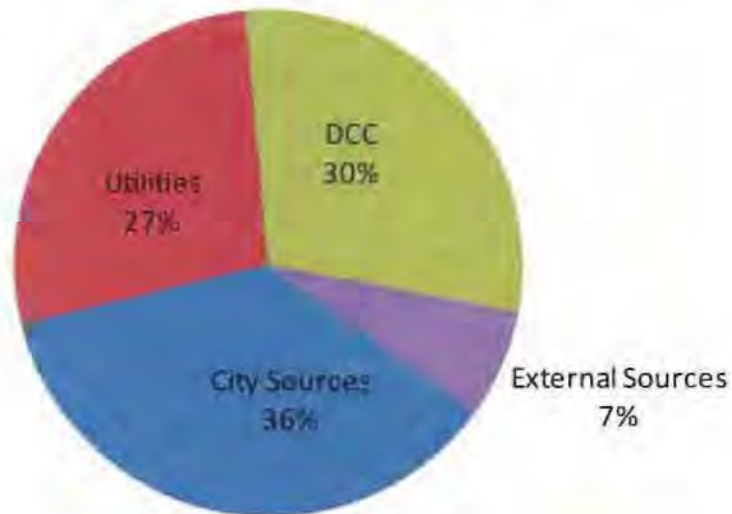
The 2012 capital budget uses a variety of funding sources which include:

- Development Cost Charges (DCC) – 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 cash contributions (other than DCCs) and other non-City related sources
- Utilities – these are funds collected through the utility bills and are specified for waterworks, sanitary sewer and drainage.
- City Sources – this includes all other sources of City funding such as statutory reserves, appropriated surplus (provisions) and general surplus.

The funding of the recommended projects has been allocated based on the assumption that the projects are to be funded up to the annual amount transferred into each available reserve. The funding sources of the 2012 recommended projects are as follows:

<u>Funding Sources</u>	<u>Amount</u> (in millions)
City Sources	\$26.3
DCC	\$21.3
Utilities	\$19.9
External Sources	\$5.1
	<hr/> \$72.6

2012 Recommended Projects - By Funding Source



The 2012 Capital Budget represents a basic capital program encompassing the mandated services and necessary requirements while deferring the significant items such as the major facilities replacements to allow further discussion and direction by Council at a later date.

In addition, staff will conduct further review on the use of internal funding and external funding alternatives when analyzing the possible funding sources of these corporate facilities. External sources of financing may include:

Public Private Partnerships (P3's) - This is a partnership between a government and a private partner(s) that capitalizes on the strengths and resources of both partners to deliver a service or facility for the benefit of citizens. The principal reasons for local government becoming involved in public private partnerships are to benefit from increased efficiency, shorter implementation time, greater innovation and ultimately better value in the delivery of services brought about by increased

competition. The emphasis of a public private partnership should therefore be on structuring creative and cost-effective ways of delivering services.

The different forms of public private partnership vary in terms of how risks and responsibilities are allocated. Increased transfer of risk to the private sector will result in higher expectations for reward by the private sector and that the negotiation of contracts may require a high degree of expertise. Local government should therefore undertake a cautious approach and examine all relevant factors and issues when considering the use of public private partnership arrangements.

Joint Ventures - Joint ventures (or 'JVs') are true partnerships between a government and a private partner(s). Under JVs, a government would be responsible for up front capital costs and ongoing operating costs and would also participate in the risk in the project. Under either a P3 or a JV there is an opportunity for the City to provide incentives to assist in the funding in the development of the facilities. This incentive may include permitting additional density at no additional cost to the P3 or JV partner. However, depending on the nature and the return of the capital project, the use of JV needs to be evaluated and assessed on a case-by-case basis.

External Debt Financing - The City could borrow from the Municipal Finance Authority (i.e. debt financing) to finance the initial capital costs by going through a referendum. The capital costs would typically be repaid annually over no longer than 30 years. Annual debt repayment is typically funded by general taxes each year that is included in the tax base.

Intergovernmental Funding - Grants and transfers from senior levels of government may be available to help offset initial capital costs. In most instances, programs are based on conditions that may or may not be available for the specific project.

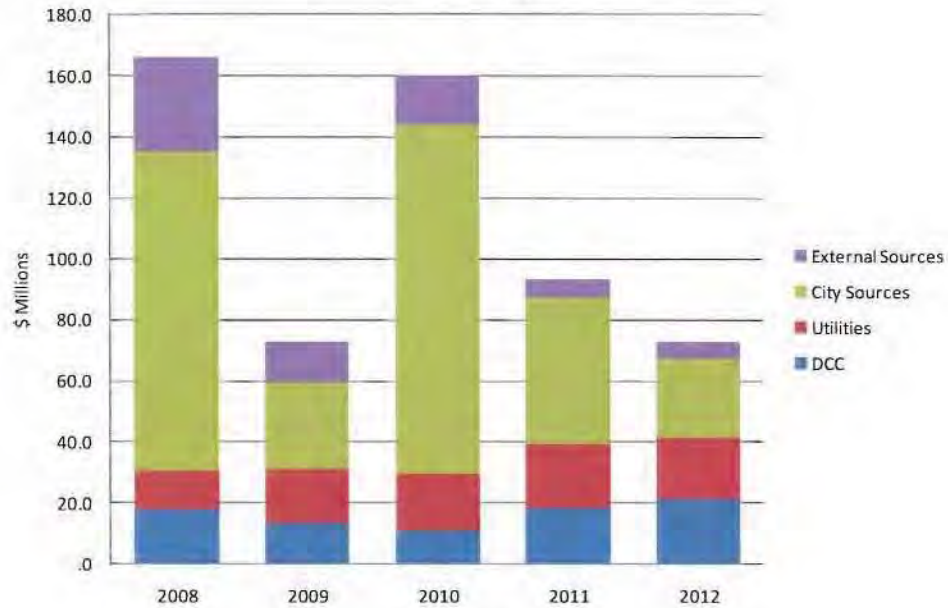
Community contributions - Community organizations can support facility development through accessing grants, corporate sponsorship programs and grass roots fundraising programs. Many community partner organizations currently have facility development funds which could be used to offset capital costs.

Once staff have completed the review, and after further discussions with Council, a report will be presented to Council for approval, and the 5-year capital budget will be amended if necessary.

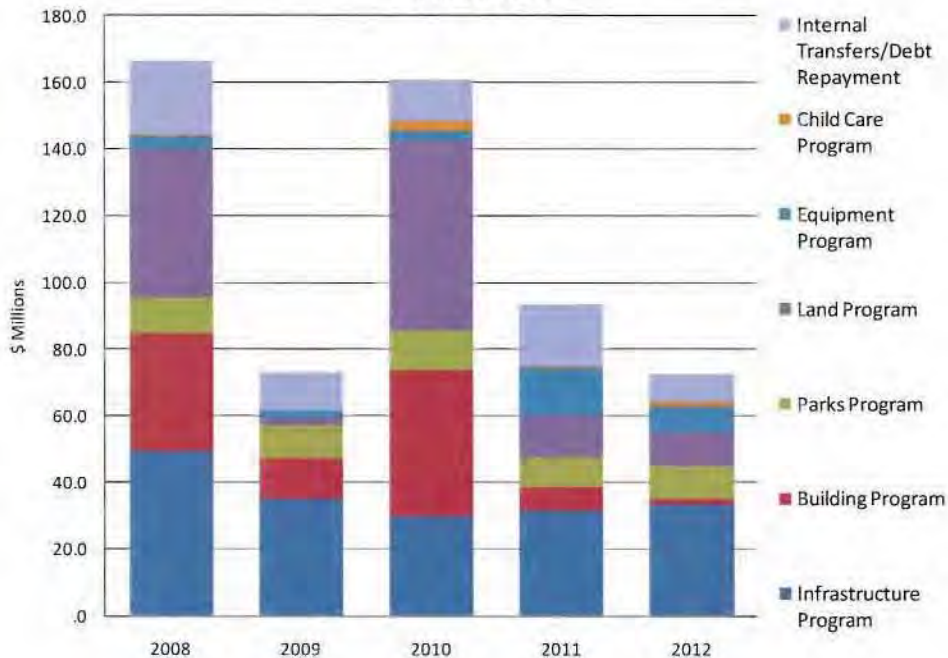
Recommended 2012 versus Historical (2008 to 2011) Capital Budget Analysis

The graphs below provide analysis of the funding sources and the program types of the capital budget for the past 5 years (2008 to 2012).

Capital Budget by Funding Sources
2008 to 2012



Capital Budget by Program
2008 to 2012



Financial Impact

The 2012 Capital Budget with a total value of \$72.6 million will enable the City to maintain and advance the asset inventory and benefit the community. The OBI associated with these projects is \$0.30 million and once approved will be incorporated into the 2012 Operating Budget and ultimately used as the basis for preparing the 2012-2016 5YFP.

Conclusion

The Assessor Team worked closely with the Finance Division and TAG in implementing the improved budget process. The budget was developed strategically to represent the interests of all stakeholders to ensure that the capital program meets the needs of the community while effectively utilizing available funding.



Anne Stevens
Co-Chair, Assessor Team
(604-276-4273)



Nashater Sanghera
Manager, Budgets and Accounting
(604-276-4162)

NS:cg

ID	Project Name	Total Investment	Total OBI	Page Reference
A. INFRASTRUCTURE PROGRAM				
<i>Roads</i>				
4630	Annual Asphalt Re-Paving Program - MRN	915,500	0	17
4629	Annual Asphalt Re-Paving Program - Non-MRN	2,458,600	0	18
3009	Arterial Road Crosswalk Improvement Program	60,000	1,550	19
3490	Cycling Network Expansion Program	127,660	4,260	20
3123	Enhanced Accessible Traffic Signal and Crosswalk Program	74,468	4,725	21
3879	Functional and Preliminary Design (Transportation)	33,814	0	22
4680	Interim Lansdowne Road Extension - Alderbridge Way to Minoru Blvd.	100,000	0	23
3010	Miscellaneous Cycling Safety Enhancements	50,000	1,420	24
3011	Miscellaneous Intersection Improvements	95,745	2,755	25
3125	Neighbourhood Traffic Safety Program	87,500	2,475	26
4876	Neighbourhood Walkways	250,000	10,000	27
4252	Nelson Road Improvements	1,150,667	0	28
569	New Traffic Signal Installation	274,000	8,820	29
4250	No. 6 Road Widening	566,667	0	30
4674	Sidewalk Expansion / Enhancement Program	100,000	1,468	31
4767	Street Light Security and Wire Theft Prevention	133,000	0	32
4684	Traffic Detection Video Systems	75,000	1,000	33
2929	Transit Related Infrastructure Improvements	50,000	1,260	34
4251	Westminster Hwy Widening: Nelson Rd to McMillan Way	2,683,333	0	35
<i>Total Roads</i>		\$9,285,954	\$39,733	
<i>Drainage</i>				
4757	Canal Stabilization	300,000	0	36
4751	10000 Block Williams Road (South) Laneway Drainage and Pavement Upgrade + Two Additional Lane Ends	429,378	1,044	37
4759	Drainage Minor Capital	300,000	0	38
4839	East Richmond Drainage and Irrigation Upgrades Program – No 6 Road Ditch Improvement plus Hydraulic Model Update	621,000	0	39
4755	Fully Automate No 3 Road South and Horseshoe Slough Pump Station Irrigation Valves	100,000	0	40
4748	Gilbert South Pump Station Generator	100,000	(1,500)	41
3998	Long Shaft Pump Replacement Program	450,000	0	42
4753	McCallan Road North Pump Station MCC Upgrade	175,000	0	43
4726	No 1 Road North Pump Station Upgrade	3,450,000	0	44
4756	No 6 Road North Pump Station Generator	120,000	2,076	45
4754	Pump Station Level Control Upgrade – Multiple Stations	140,000	0	46
4752	Seaton Road Laneway Drainage and Pavement Upgrade	631,572	1,393	47
<i>Total Drainage</i>		\$6,816,950	\$3,013	

ID	Project Name	Total Investment	Total OBI	Page Reference
<i>Waterworks</i>				
4715	Lulu East Waterworks Area	1,635,868	680	48
4718	Lulu North Waterworks Area	3,476,810	731	49
4719	Lulu West Waterworks Area	1,623,248	570	50
4781	Residential Water Metering	1,600,000	28,000	51
4716	Sea Island Waterworks Area	670,832	457	52
<i>Total Waterworks</i>		\$9,006,758	\$30,438	
<i>Sanitary Sewer</i>				
4733	Blundell Forcemain Replacement (Terra Nova Area)	1,427,000	0	53
4734	Gravity Sanitary Sewer Upgrade on Brown/Leslie Road (Bridgeport Sanitary Sewer Area)	1,509,000	0	54
4732	Minoru Pump Station Upgrade	2,874,000	0	55
4800	Pump Station and Forcemain Assessment and Upgrade	750,000	0	56
4735	Sanitary Sewer Replacement at 6331/6351 Cooney Road (City Centre Area)	296,000	0	57
<i>Total Sanitary Sewer</i>		\$6,856,000	\$0	
<i>Minor Public Works</i>				
3015	PW Minor Capital - Traffic	250,000	5,600	58
<i>Total Minor Public Works</i>		\$250,000	\$5,600	
<i>Infrastructure Advanced Design</i>				
4750	PW Infrastructure Advanced Design	949,516	0	59
<i>Total Infrastructure Advanced Design</i>		\$949,516	\$0	
TOTAL INFRASTRUCTURE PROGRAM		\$33,165,178	\$78,784	
B. BUILDING PROGRAM				
<i>Minor Building</i>				
4948	City Centre Community Police Office	167,000	0	60
4914	Phoenix Net Loft Safety Repairs	250,000	0	61
4932	South Arm Pool Piping Repair	85,000	0	62
<i>Total Minor Building</i>		\$502,000	\$0	
<i>Major Building</i>				
4614	Public Safety Building	1,100,000	0	63
4773	Project Development Advanced Design	200,000	0	64
<i>Total Major Building</i>		\$1,300,000	\$0	
TOTAL BUILDING PROGRAM		\$1,802,000	\$0	

ID	Project Name	Total Investment	Total OBI	Page Reference
C. PARKS PROGRAM				
<i>Minor Parks</i>				
4955	Sports Field Equipment	54,000	0	65
4588	Parks Ageing Infrastructure Replacement Program	100,000	0	66
296	Parks General Development	250,000	3,000	67
2867	Unsafe Playground Replacement Program	200,000	2,000	68
<i>Total Minor Parks</i>		\$604,000	\$5,000	
<i>Major Parks/Streetscapes</i>				
4688	Blundell Park - Sportsfield Upgrade	100,000	6,300	69
2394	Characterization - Neighbourhood Parks	100,000	2,000	70
4956	Garden City Park	500,000	0	71
3869	Oval West Waterfront Park - Phase 1	850,000	21,000	72
2488	Parks Advance Planning & Design	275,000	0	73
4197	Terra Nova - Play Environment	1,000,000	20,000	74
4931	The Gardens Agricultural Park - OBI Submission	1	60,000	75
4690	The Gardens Agricultural Park - Phase 1	100,000	0	76
4207	Trails	200,000	5,000	77
4923	West Cambie Greenway	300,000	12,000	78
831	West Cambie Neighbourhood Park	300,000	10,000	79
<i>Total Major Parks/Streetscapes</i>		\$3,725,001	\$136,300	
<i>Parkland Acquisition</i>				
4950	Parkland Acquisition – Development	5,803,180	0	80
<i>Total Parkland Acquisition</i>		\$5,803,180	\$0	
TOTAL PARKS PROGRAM		\$10,132,181	\$141,300	
D. LAND PROGRAM				
<i>Land Acquisition</i>				
3495	Strategic Land Acquisition	8,850,000	0	81
TOTAL LAND PROGRAM		\$8,850,000	\$0	
E. AFFORDABLE HOUSING PROGRAM				
<i>Affordable Housing</i>				
4834	Affordable Housing Projects- City Wide	750,000	0	82
4807	Affordable Housing Projects- City Wide Development	402,500	0	83
4863	Affordable Housing Projects- West Cambie	150,000	0	84
TOTAL AFFORDABLE HOUSING PROGRAM		\$1,302,500	\$0	
F. EQUIPMENT PROGRAM				
<i>Vehicle Equipment</i>				
603	Vehicle and Equipment Reserve Purchases (PW and Corporate Fleet)	2,129,500	0	85
4772	Vehicle/Equipment Reserve Purchases Carry Over (PW Project 40517)	836,276	0	86
<i>Total Vehicle Equipment</i>		\$2,965,776	\$0	

2012 Summary of Recommended Projects
(alphabetical by division)

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Appendix 1

ID	Project Name	Total Investment	Total OBI	Page Reference
<i>Technology</i>				
4725	Energy Management - Continuous Optimization Implementation	247,000	0	87
4749	Energy Management - RTU Heat Pump Replacement	138,000	0	88
4743	Energy Management - South Arm Community Centre Solar Wall	80,000	500	89
Total Technology		\$465,000	\$500	
<i>Computer Capital</i>				
4677	Existing Operational Computer Services Infrastructure Lease Funding	528,100	0	90
4945	Electronic Purchase Requisition	300,000	0	91
4739	Existing Operational Desktop Computer Hardware Funding	330,000	0	92
4679	Fibre Optic Cabling to City Facilities - Group 2, Phase 1	200,000	0	93
Total Computer Capital		\$1,358,100	\$0	
<i>Computer Capital/ Software</i>				
4740	Existing Operational Application Software Funding	200,000	0	94
4874	Windows 7 / Office 2007 Infrastructure	375,000	0	95
Total Computer Capital/Software		\$575,000	\$0	
<i>Fire Dept. Vehicles</i>				
850	Fire Vehicle Replacement Reserve Purchases	818,000	0	96
Total Fire Dept. Vehicles		\$818,000	\$0	
<i>Miscellaneous Equipment</i>				
4442	Fire Equipment Replacement	95,142	0	97
4676	Fire Training Site	200,000	35,500	98
4924	Library Book Purchases	1,160,000	0	99
4682	Parking Pay Station - Replacement	208,750	0	100
Total Miscellaneous Equipment		\$1,663,892	\$35,500	
TOTAL EQUIPMENT PROGRAM		\$7,845,768	\$36,000	
G. CHILD CARE PROGRAM				
<i>Child Care</i>				
4873	Child Care Projects- City Wide	50,000	0	101
4871	Hamilton Child Care Facility	400,000	25,100	102
4869	West Cambie Child Care Facility	700,000	0	103
TOTAL CHILD CARE PROGRAM		\$1,150,000	\$25,100	
H. INTERNAL TRANSFERS/DEBT REPAYMENT				
<i>Internal Repayments</i>				
929	Parkland Acquisition Repayment	4,750,000	0	104
4949	Parkland Acquisition West Cambie Repayment	746,258	0	104
2301	River Rd/North Loop (2005) Repayment	200,000	0	105
3777	Shovel - Ready Grant (2009) Repayment	77,263	0	106
Total Internal Repayments		\$5,773,521	\$0	

2012 Summary of Recommended Projects
(alphabetical by division)

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Appendix 1

ID	Project Name	Total Investment	Total OBI	Page Reference
<i>Transfer to Operating</i>				
4946	Affordable Housing Operating Reserve	30,000	0	107
3893	Public Art Program	503,398	10,000	108
2865	Tree Planting Program	50,000	6,000	109
<i>Total Transfer to Operating</i>		\$583,398	\$16,000	
<i>Debt Repayment</i>				
699	T1368/1369 - No. 2 Road Bridge	2,030,000	0	110
<i>Total Debt Repayment</i>		\$2,030,000	\$0	
TOTAL INTERNAL TRANSFERS/DEBT REPAYMENT		\$8,386,919	\$16,000	
TOTAL 2012 CAPITAL PROGRAM		\$72,634,546	\$297,184	

ID	Project Name	Total Investment	Total OBI
A. INFRASTRUCTURE PROGRAM			
<i>Roads</i>			
4761	Asphalt Re-Paving Program – Non-MRN Backlog Management	1,000,000	0
4944	Belair Drive Walkway	413,000	6,670
4775	Roads Minor Capital	300,000	0
4942	Shell Road (east) Walkway	278,000	4,080
4766	Sign and Carpentry Shop Equipment Replacement	100,000	0
<i>Total Roads</i>		\$2,091,000	\$10,750
<i>Sanitary Sewer</i>			
4736	Capstan Pump Station Construction	2,702,000	13,007
4584	Force Main Valve Installation Program	100,000	1,000
3952	Miscellaneous SCADA System Improvements	250,000	1,000
4746	Public Works Minor Capital-Sanitary	300,000	0
<i>Total Sanitary Sewer</i>		\$3,352,000	\$15,007
TOTAL INFRASTRUCTURE PROGRAM		\$5,443,000	\$25,757
B. BUILDING PROGRAM			
<i>Minor Building</i>			
3862	Library Advance Planning: Steveston, Cambie and Hamilton	110,000	0
<i>Total Major Building</i>		\$110,000	\$0
<i>Major Building</i>			
4422	Branscombe House Preservation	180,000	10,039
4400	Britannia: Japanese Duplex & 1st Nations Bunkhouse	681,000	66,524
<i>Total Major Building</i>		\$861,000	\$76,563
TOTAL BUILDING PROGRAM		\$971,000	\$76,563
C. PARKS PROGRAM			
<i>Major Parks/Streetscapes</i>			
4204	Minoru Lakes Retrofit – Planning and Design	30,000	0
3401	Waterfront Improvement Projects	150,000	2,000
TOTAL PARKS PROGRAM		\$180,000	\$2,000
D. EQUIPMENT PROGRAM			
<i>Vehicle Equipment</i>			
4681	Fire Safety/Mobile Public Education Unit	135,000	2,000
4668	Emergency Mobile Command Unit Replacement and Upgrade to Emergency Response Capabilities	893,000	54,750
<i>Total Vehicle Equipment</i>		\$1,028,000	\$56,750
<i>Technology</i>			
4820	Energy Management - Energy Audits	50,000	0
4789	Energy Management - Sports Field Lighting Audit and Improvement	80,000	0
4731	Energy Management - Vertical Wind Turbines	100,000	500
<i>Total Technology</i>		\$230,000	\$500

ID	Project Name	Total Investment	Total OBI
<i>Computer Capital/Software</i>			
4742	Electronic Timesheets - Public Works Yard	310,000	20,000
4678	Fibre Optic Cabling to City Facilities – Group 1, Phase 1	100,000	0
4675	Bylaws Software: Calls for Service	95,000	12,000
4671	Bylaws Software: Domestic Animal Licensing	45,000	5,000
4666	Bylaws Software: Municipal Tickets/Notice of Bylaw Violation Adjudication Module	50,000	5,000
4665	City Hall Public Rooms Upgrade	555,000	0
<i>Total Technological Innovations</i>		\$1,155,000	\$42,000
TOTAL EQUIPMENT PROGRAM		\$2,413,000	\$99,250
TOTAL 2012 UNFUNDED CAPITAL PROGRAM		\$9,007,000	\$203,570

Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Annual Asphalt Re-Paving Program - MRN	Submission ID	4630

Location: City Wide

Cost: \$915,500

OBI: \$0

Funding Sources: City Sources

Scope: To re-pave MRN roads. The potential project locations include:

LOCATIONS
8000 Block Steveston Highway
13000 Westminster Highway
13000 Westminster Highway
Knight Street Bridge – City's portion

The project does not include the cost of essential ancillary work typically completed by City crews (curb and gutter repairs, road base repair, manhole and valve box adjustments, line painting, staff inspection time and similar).

The project runs during the summer of every year. The projects can relate to a number of water, sanitary and drainage upgrades that are co-ordinated by the Engineering Planning and Engineering Construction Departments.



Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Annual Asphalt Re-Paving Program - Non-MRN	Submission ID	4629

Location: City Wide

Cost: \$2,458,600

OBI: \$0

Funding Sources: City Sources

Scope: To re-pave City owned Non-MRN roads (major & minor roads and lanes). The potential project locations include:

LOCATIONS	
5000 Block Williams Road	9000 Block Francis Road
8000 Block Granville Avenue – East Bound Lanes	10000 Block Blundell Road
4000 Block Blundell Road	8000 Block Bowcock Road
9000 Block Williams Road	8000 Block Scotchbrook Road
8000 Block Williams Road	8000 Block Wheeler Road
7000 Block Alderbridge Way	4000 Block Smith Road
7000 Block No.4 Road	9000 Block Geal Road
8000 Block Blundell Road	5000 Block Wallace Road


The above list is considered tentative as it is possible that identified paving locations cannot be completed due to conflict with development projects that are not known at this time. This is a sample of the road locations that will be repaved in 2012, for the complete list refer to REDMS 3435271

The project does not include the cost of essential ancillary work typically completed by City crews (curb and gutter repairs, road base repair, manhole and valve box adjustments, line painting, staff inspection time and similar).


"Further to the 2012 Paving Program information staff report to the Public Works and Transportation Committee Mtg of January 18, 2012, this submission now includes funding support in the amount of \$218,122 for the laneway upgrade project #4751 and \$167,228 for #4752, recommended as part of this 2012 capital program, as a priority over the additional paving locations noted in the staff report."



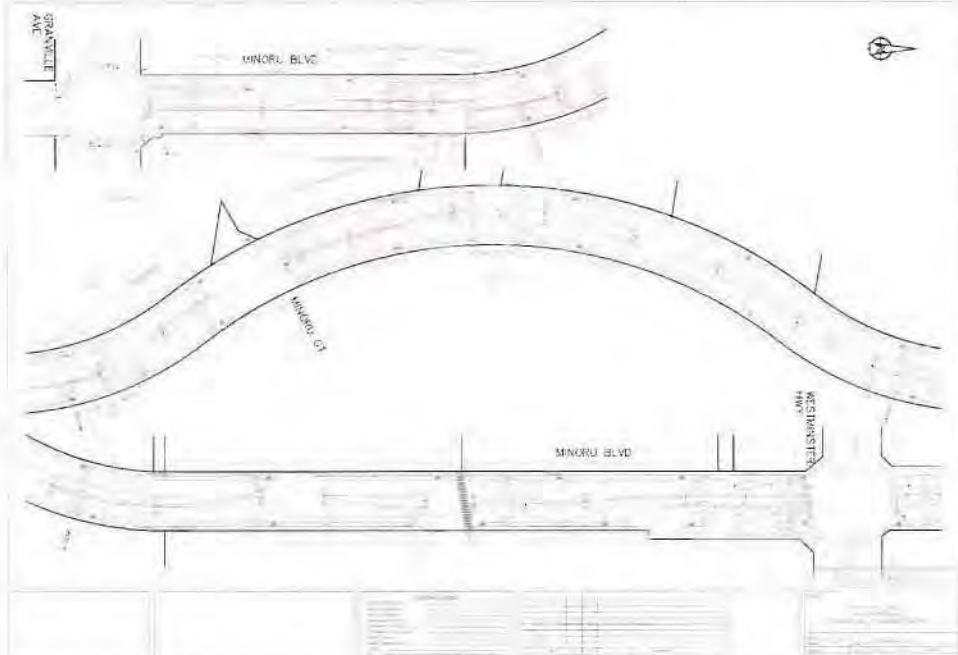
Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Arterial Road Crosswalk Improvement Program	Submission ID	3009
Location:	Various		
Cost:	\$60,000	OBI:	\$1,550
Funding Sources:	DCC and City Sources		
Scope:	<p>The general scope of work involves the upgrade of existing crosswalks on arterial roads (typically four-lane arterials) to "special crosswalks" with overhead illuminated signs with amber flashers and pedestrian-controlled push buttons. The existing crosswalks are typically "marked" crosswalks with roadside-mounted signs and advance warning signs. The upgrade would include hardware such as poles, bases, junction boxes, underground/ communication conduits, controller, enhanced accessible devices, related wiring, pavement markings, illuminated crosswalk signs, amber flashers, push buttons, etc.</p> <p>This project is proposed to be funded by the DCC program funding and is expected to be eligible for funding contribution from external agencies such as ICBC and TransLink.</p> <p>The cost estimate for upgrading a crosswalk to a special crosswalk ranges from \$30,000 to \$60,000, depending on the location, equipment needed, etc. Note there is a separate program called Enhanced Accessible Traffic Signal and Crosswalk Program which funds the work necessary to retrofit existing special crosswalks with accessible pedestrian features.</p>		



Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Cycling Network Expansion Program	Submission ID	3490
Location:	Various		
Cost:	\$127,660	OBI:	\$4,260
Funding Sources:	External, DCC, and City Sources		
Scope:	<p>The general scope of this program involves new cycling infrastructure required to support the expansion of various cycling routes in the city as per the Council-approved Cycling Network Plan.</p> <p>Typical elements of the program include the construction of new on - or off - street cycling facilities, installation of new signage, pavement markings, and associated minor road geometric improvements required to facilitate the safe and efficient movements of cyclists.</p> <p>The works pursued in this year's capital program are expected to start and end within the same capital program year. This project is proposed to be funded by the DCC program funding and is expected to be cost-shared (50/50 split) between the City and external agencies such as TransLink, the provincial government, and/or ICBC.</p>		



Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Enhanced Accessible Traffic Signal and Crosswalk Program	Submission ID	3123
Location:	Various		
Cost:	\$74,468	OBI:	\$4,725
Funding Sources:	DCC and City Sources		
Scope:	<p>The general scope of works includes the installation of accessible devices at signalized intersections, special crosswalks and pedestrian signals that meet the criteria for prioritized locations and that exhibit a "demonstrated need" as per the new guidelines published by the Transportation Association of Canada. The accessible pedestrian signal (APS) features include pedestrian wayfinding via push button locator tone and pedestrian orientation guidance through signs and other audible and vibrotactile assistance.</p> <p>The estimated cost to equip a full traffic signal with APS is \$12,000 per intersection while the estimated cost to upgrade a special crosswalk or pedestrian signal with accessible features is \$3,000 per site.</p> <p>The works pursued in this year's capital program are expected to start and end within the same capital program year. This project is proposed to be funded by the DCC program funding and may be eligible for external funding contributions from TransLink and/or ICBC.</p>		
			

Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Functional and Preliminary Design (Transportation)	Submission ID	3879
Location:	Various		
Cost:	\$33,814	OBI:	\$0
Funding Sources:	DCC and City Sources		
Scope:	<p>Project scope includes preparing the functional and preliminary designs required for various transportation capital projects identified in next year's capital program. Specifically, with this project, the necessary functional road elements in horizontal alignment, cross-section, property impacts, etc. would be developed to carry out further detailed engineering design.</p> <p>This project is an annual recurring project which is expected to start and end within the same capital program year. The project would be funded solely by the DCC program funding.</p> <p>Major cost component of the project is design consultant fees.</p>		
			


Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Interim Lansdowne Road Extension - Alderbridge Way to Minoru Blvd.	Submission ID	4680
Location:	Lansdowne Road - Alderbridge Way to Minoru Blvd		
Cost:	\$100,000	OBI:	\$0
Funding Sources:	DCC and City Sources		
Scope:	<p>This project involves the construction of a new interim vehicular/pedestrian/cycling connection along the Lansdowne corridor from Alderbridge Way to Minoru Boulevard. Specifically, the scope of work includes constructing a three lane interim cross-section within existing right-of-way with shared pedestrian and bike path facilities, left turn lanes at intersections, and curb and gutter. As the ultimate five-lane cross-section will require additional right-of-way, such an "ultimate" cross-section would be completed as part of redevelopment of the adjacent properties.</p> <p>This project is proposed to be funded by the DCC program funding and may be eligible for external funding contributions from ICBC.</p>		



Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Miscellaneous Cycling Safety Enhancements	Submission ID	3010
Location:	Various		
Cost:	\$50,000	OBI:	\$1,420
Funding Sources:	External, DCC, and City Sources		
Scope:	<p>The general scope of this program includes minor infrastructure improvements that are required to support various cycling initiatives and on-going enhancements to existing cycling infrastructure included as part of the Council-approved Cycling Network Plan.</p> <p>Typical elements of the program include the installation of bike racks, new signage, pavement markings, minor road geometric improvements, and other supplementary cycling amenity improvements required to facilitate the safe and efficient movements for cyclists.</p> <p>The works pursued in this year’s capital program are expected to start and end within the same capital program year. This project is proposed to be funded by the DCC program funding and is expected to be cost-shared (50/50 split) between the City and external agencies such as TransLink, the provincial government, and/or ICBC.</p>		



Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Miscellaneous Intersection Improvements	Submission ID	3011
Location:	Various		
Cost:	\$95,745	OBI:	\$2,755
Funding Sources:	DCC and City Sources		
Scope:	<p>The program would provide funding for urgent requests for intersection improvements to address any unforeseen intersection traffic safety and operational issues.</p> <p>Typical elements of the program include the following:</p> <ul style="list-style-type: none">- installation of a turn lane;- improved channelization;- intersection signage enhancement;- installation of pedestrian safety enhancements at intersections, e.g. sidewalks, pathways, wheelchair ramps, etc.;- video camera vehicle detection for enhanced traffic signal control; or- illuminated street name signs. <p>This program recurs annually and is proposed to be funded by the City through the DCC program funding and may be eligible for external funding contributions from TransLink and/or ICBC. The works pursued in this year's capital program are expected to start and end within the same capital program year.</p>		



Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Neighbourhood Traffic Safety Program	Submission ID	3125
Location:	Various		
Cost:	\$87,500	OBI:	\$2,475
Funding Sources:	DCC and City Sources		
Scope:	<p>The general scope of this program involves retrofitting existing streets with traffic calming measures to address traffic safety concerns and maintain neighbourhood liveability. These concerns are typically raised by local residents and members of Council. Upon receipt of a public enquiry, a traffic safety review is conducted to determine the need and priority of implementation among candidate locations. A public consultation process is conducted and Council approval may be required.</p> <p>The major cost component of the program is the installation of traffic calming related improvements include the construction of curb extensions, centre medians, installation of delineated walkways, extruded curbs, traffic circles, etc. 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 appearance of City streets.</p> <p>This project is proposed to be funded by the DCC program funding and may be eligible for funding contribution from external agencies such as ICBC. The works pursued in this year's capital program are expected to start and end within the same capital program year.</p>		
			

Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Neighbourhood Walkways	Submission ID	4876
Location:	Herbert Road - Afton to Bates		
Cost:	\$250,000	OBI:	\$10,000
Funding Sources:	City Sources		
Scope:	<p>For 2012, the Neighbourhood Walkway program will address pedestrian safety issues identified by the public on Herbert Road between Afton Drive and Bates Road. The proposed walkway will improve pedestrian access, particularly for children who attend Errington Elementary School.</p> <p>It is intended that any budget remaining after Herbert Road Walkway is completed will be utilized on other small walkway improvements that are identified during 2012.</p>		



Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Nelson Road Improvements	Submission ID	4252
Location:	Nelson Road (Blundell Road to Westminster Highway)		
Cost:	\$1,150,667	OBI:	\$0
Funding Sources:	External, DCC and City Sources		
Scope:	<p>This project involves the following:</p> <ul style="list-style-type: none">- Widening Nelson Road to four lanes, including an off-road cycling/pedestrian pathway, from Blundell Road to Westminster Highway.- Signalization of the Blundell Road / Nelson Road intersection- Modification/upgrade of the existing traffic signal and intersection configuration at the Westminster Highway / Nelson Road intersection <p>This project is phased over three years, with the first year to initiate property acquisition and complete the detailed design. The actual site preparation and construction will commence in the second and third year.</p> <p>This project will receive funding contributions (52% of the total project cost) from Port Metro Vancouver (formerly known as the Fraser River Port Authority), via the Nelson Road agreement and Federal funding through the Asia-Pacific Gateway Corridor Initiative (APGCI).</p>		



Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	New Traffic Signal Installation	Submission ID	569
Location:	Various		
Cost:	\$274,000	OBI:	\$8,820
Funding Sources:	DCC and City Sources		
Scope:	<p>The general scope of this program involves the installation/upgrade of new/existing traffic signal hardware.</p> <p>The major cost component of the program is the installation of traffic controllers/cabinets, poles, bases, junction boxes, underground conduits, controller, detector loops, enhanced accessible devices, related wiring and pavement markings, and communications conduit and cable, minor corner property acquisitions. In addition, projects contained in this program may also include minor curb cuts and boulevard modifications. The locations for new traffic signal installations are determined based on public requests, development patterns, traffic safety, opportunities for improved efficiency, and capacity requirements.</p> <p>The works pursued in this year’s capital program are expected to start and end within the same capital program year. This project is proposed to be funded by the DCC program funding and expected be eligible for funding contribution from external agencies such as ICBC and/or TransLink.</p>		




Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	No. 6 Road Widening	Submission ID	4250
Location:	No. 6 Road from Commerce Pkwy to Wireless Way		
Cost:	\$566,667	OBI:	\$0
Funding Sources:	DCC, External and City Sources		
Scope:	<p>This project involves the widening of the existing single northbound lane of No. 6 Road to two lanes from Commerce Parkway to Wireless Way. This is the only section of No. 6 Road between Westminster Highway and Cambie Road that has not been built to a four-lane arterial standard. In addition, the project scope also includes the construction of new off-road cycling/pedestrian paths with curb/gutter, landscaped boulevard (where space permits).</p> <p>This project will be phased over three years and the construction cost will be funded jointly between the City through the DCC program funding and the federal government (50%) through the Asia-Pacific Gateway Corridor Initiative (APGCI).</p>		
			

Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Sidewalk Expansion / Enhancement Program	Submission ID	4674
Location:	Various		
Cost:	\$100,000	OBI:	\$1,468
Funding Sources:	DCC and City Sources		
Scope:	<p>The general scope of this program includes the installation of new and/or enhancement of existing sidewalks and pathways in the City. Priority would be given to sidewalks connecting locations with high pedestrian activities, such as schools, neighbourhood service centres, bus stops, recreational services centres, shopping/retail centres, etc., that are along key roads, particularly arterial roads with high traffic volumes.</p> <p>The major cost component of the program is the construction/upgrade of new/existing sidewalks, pathways, wheelchair ramps, minor curb cuts, boulevard modifications, and other supplementary improvements.</p> <p>The works pursued in this year's capital program are expected to start and end within the same capital program year. This project is proposed to be funded by the DCC program funding and may be eligible for external funding contributions from ICBC and TransLink.</p>		




Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Street Light Security and Wire Theft Prevention		Submission ID 4767
Location:	City Wide		
Cost:	\$133,000	OBI:	\$0
Funding Sources:	City Sources		
Scope:	<p>This project is the first year of a five year program. The project includes two staff removing approximately 2,000 existing street light access covers per year for five years and replacing them with reinforced access covers.</p> <p>The estimated cost breakdown of the project is as follow: Cost of labour\$ 30,000/year Cost of equipment \$3,000/year Cost of replacement Panels \$100,000/year Total cost \$133,000/year</p>		




Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Traffic Detection Video Systems	Submission ID	4684
Location:	Various		
Cost:	\$75,000	OBI:	\$1,000
Funding Sources:	DCC and City Sources		
Scope:	<p>The general scope of work includes the installation of specialized video detection systems at two signalized intersections and high-speed communications equipment to link video images from intersections to TMC.</p> <p>The works pursued in this year's capital program are expected to start and end within the same capital program year. The project is the first year of a multi-year program to be funded by the DCC program. The project may be eligible for external funding contribution from ICBC.</p> <p>The major cost components of project are the installation of two complete video detection systems utilizing four detection cameras at each intersection, software, mounting hardware and wiring to controller cabinet, and communications cable or radio systems and related electronics.</p>		




Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Transit Related Infrastructure Improvements	Submission ID	2929
Location:	Various		
Cost:	\$50,000	OBI:	\$1,260
Funding Sources:	External, DCC and City Sources		
Scope:	<p>The general scope of this program includes municipal road and traffic improvements that are required to support the introduction of various transit service improvements as on-going enhancements to existing transit infrastructure.</p> <p>The major cost components are expected to include the installation of new bus stop pads, minor road geometric improvements (e.g. intersection corner improvements), minor sidewalk construction, wheelchair ramps, and other supplementary pedestrian amenity improvements required to facilitate pedestrian traffic generated by transit passengers. In addition, projects contained in this program may also include the upgrade of existing bus stops to accessible (wheelchair) standards.</p> <p>The works pursued in this year’s capital program are expected to start and end within the same capital program year. This project is proposed to be funded by the DCC program funding and expected be eligible for funding contribution from external agencies such as TransLink.</p>		




Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Westminster Hwy Widening: Nelson Rd to McMillan Way	Submission ID	4251
Location:	Westminster Hwy: Nelson Rd to McMillan Way		
Cost:	\$2,683,333	OBI:	\$0
Funding Sources:	DCC and City Sources		
Scope:	<p>This project involves widening Westminster Highway from two lanes to four lanes, from Nelson Road to the McMillan Way. Major components of the project include widening Westminster Highway, provision of an off-road cycling/pedestrian path, installing street lighting and constructing enclosed storm drainage on the south side of the roadway. An allowance is made for the upgrading of the existing CN Rail crossing east of No. 9 Road.</p> <p>This project is phased over three years, with the first year to initiate property acquisition and complete the detailed design. The actual site preparation and construction will commence in the second and third year.</p> <p>The federal government has committed funding, through its Asia-Pacific Gateway and Corridor Initiative (APGCI), up to \$4.72M for this project. In addition, this project is expected to be eligible for funding contribution from TransLink for 50% of the remaining amount.</p>		
			

Program:	Infrastructure Program	Sub-program:	Drainage
Project Name:	Canal Stabilization	Submission ID	4757
Location:	No. 3 Road and No. 8 Road Canals		
Cost:	\$300,000	OBI: \$0	
Funding Sources:	Utilities		
Scope:	<p>Implement one or more canal bank stabilization solutions at various locations south of Steveston Highway. This will include partial re-profiling of the canal plus construction of a retaining wall or similar stabilisation structure.</p> <p>This is a 5 year program that will be used to deal with canal and ditch wall stabilisation issues in Richmond.</p>		
			

Program:	Infrastructure Program	Sub-program:	Drainage
Project Name:	10000 Block Williams Road (South) Laneway Drainage and Pavement Upgrade + Two Additional Lane Ends	Submission ID	4751
Location:	10000 Block Williams Road between No 4 Road and Aragon Road		
Cost:	\$429,378	OBI:	\$1,044
Funding Sources:	Utilities and City Sources		
Scope:	<p>Install drainage and upgrade 450m of pavement along the existing laneway south of Williams Rd and north of Dennis Crescent between No 4 Road and Aragon Road, plus a further 78m running north-south between Aintree Place and Williams Road and 40m running north-south between Seabrook Crescent and Williams Road. Does not include the addition of street lighting, curbs or gutters.</p> <p>The project is estimated to take 2-3 months and be complete by October 2012.</p> <p>This is a single year project that is part of a larger strategy to reduce laneway drainage issues in a number of areas around the City.</p> <p>Funding is requested from the Drainage Utility, General Reserves and the NIC (Neighbourhood Improvement Charge) fund.</p> <p>Major Cost Components: Drainage \$283,281 Pavement \$364,2199 with \$218,122 included in the re-paving program</p>		



Program:	Infrastructure Program	Sub-program:	Drainage
Project Name:	Drainage Minor Capital	Submission ID	4759
Location:	City Wide		
Cost:	\$300,000	OBI:	\$0
Funding Sources:	Utilities		
Scope:	These are minor upgrades to our drainage infrastructure that include, but are not limited to, minor upgrades to pump stations, improved operational efficiencies, changes to safety requirements, minor repairs to manholes or valve boxes, testing of new technologies to improve efficiencies, minor forcemain repairs and response to resident complaints that require site specific repairs.		
			

Program:	Infrastructure Program		Sub-program:	Drainage
Project Name:	East Richmond Drainage and Irrigation Upgrades Program – No 6 Road Ditch Improvement plus Hydraulic Model Update		Submission ID	4839
Location:	No 6 Road			
Cost:	\$621,000	OBI: \$0		
Funding Sources:	Utilities			
Scope:	<p>Hydraulic Model</p> <p>- A consultant will be hired to manage approximately 20kms of watercourse survey and input data into the existing hydraulic model. Additional survey data collected by the City since the previous project ended will also be added, as will all capital work upgrades. Rainfall intensity charts will be updated to reflect current data sets. Once updated, the model will be used to identify future capital work projects for drainage improvement.</p> <p>Ditch Improvement</p> <p>- 2650 linear meters of ditch will be regarded between the No. 6 Road North Pump Station and Highway 91.</p> <p>These projects are expected to be complete before 2012 year end.</p> <p>These projects do not impact those of other departments.</p> <p>Cost breakdown: Survey - \$50,000 Modelling - \$200,000 Ditch Improvement - \$371,000</p>			
				

Program:	Infrastructure Program	Sub-program:	Drainage
Project Name:	Fully Automate No 3 Road South and Horseshoe Slough Pump Station Irrigation Valves	Submission ID	4755
Location:	No 3 Road and Dyke Road		
Cost:	\$100,000	OBI:	\$0
Funding Sources:	Utilities		
Scope:	Fully automate No 3 Road South and Horseshoe Slough Drainage Pump Stations for irrigation purposes. Install valve actuator, PLC and level controls.		
	The project is estimated to take one week and be completed before the end of 2012.		
	Cost breakdown per station: Equipment - \$35,000 (\$70,000 total) Labour - \$15,000 (\$30,000 total)		
			

Program:	Infrastructure Program	Sub-program:	Drainage
Project Name:	Gilbert South Pump Station Generator	Submission ID	4748
Location:	Gilbert Road and Dyke Road		
Cost:	\$100,000	OBI:	(\$1,500)
Funding Sources:	Utilities		
Scope:	<p>Construct a concrete pad with fenced surround. Purchase and install a 150 KW generator and connect via an existing transfer switch.</p> <p>The project is estimated to take 1 month and be completed before 2012 year end.</p> <p>This is a standalone project but does need to be completed before future generator upgrades can occur.</p> <p>Cost breakdown: Civil - \$15,000 Equipment - \$65,000 Installation - \$20,000</p>		



Program:	Infrastructure Program	Sub-program: Drainage
Project Name:	Long Shaft Pump Replacement Program	Submission ID 3998

Location: City Wide


Cost: \$450,000

OBI: \$0


Funding Sources: Utilities

Scope: Replace long shaft pumps in 3 drainage pump stations (Woodward Slough, Horseshoe Slough and No 7 Rd South). This is the 2nd year of a 4 year program.




Program:	Infrastructure Program	Sub-program:	Drainage
Project Name:	McCallan Road North Pump Station MCC Upgrade	Submission ID	4753
Location:	McCallan Road and River Road		
Cost:	\$175,000	OBI:	\$0
Funding Sources:	Utilities		
Scope:	<p>Replace existing MCC and install a transfer switch required for future generator upgrades.</p> <p>The project is estimated to take 1 month and be completed before 2012 year end.</p> <p>This is a standalone project but does need to be completed before future generator upgrades can occur.</p> <p>Cost breakdown: Equipment - \$100,000 Labour - \$45,000 Hydro - \$30,000</p> 		

Program:	Infrastructure Program	Sub-program:	Drainage
Project Name:	No 1 Rd Drainage Pump Station Upgrade	Submission ID	4726
Location:	No1 Road and River Road		
Cost:	\$3,450,000	OBI:	\$0
Funding Sources:	Utilities, External Sources and DCC		
Scope:	<p>Demolish the existing pump station and rebuild it to a modern standard. Increase pumping capacity by 143% and lower the low water pumping elevation. Landscape the construction area.</p> <p>The project is estimated to take 6 months. Ideally, construction will begin spring 2012.</p> <p>This is a single year project that is part of a larger strategy to increase the City's drainage capacity, increase pump station reliability and reduce flooding.</p> <p>Major Cost Components: Civil (65%) - \$2,230,000 Mechanical (19%) - \$665,000 Electrical (16%) - \$552,000</p>		



Program:	Infrastructure Program	Sub-program: Drainage
Project Name:	No 6 Road North Pump Station Generator	Submission ID 4756
Location:	No 6 Road and River Road	
Cost:	\$120,000	OBI: \$2,076
Funding Sources:	Utilities	
Scope:	<p>Construct a concrete pad with fenced surround. Purchase and install a 150 KW generator and connect via a new transfer switch.</p> <p>The project is estimated to take 1 month and be completed before 2012 year end.</p> <p>This is a standalone project but does need to be completed before future generator upgrades can occur.</p> <p>Cost breakdown: Civil - \$15,000 Equipment - \$85,000 Installation - \$20,000</p>	
		


Program:	Infrastructure Program	Sub-program: Drainage
Project Name:	Pump Station Level Control Upgrade – Multiple Stations	Submission ID: 4754
Location:	Pump Stations: No 3 Rd South, Nelson Rd South, Queen Rd North, No 6 Rd North, Dog Kennels, Green Slough, Miller Rd	
Cost:	\$140,000	OBI: \$0
Funding Sources:	Utilities	
Scope:	<p>To replace the existing float level controls to modern sonar level controls at the following seven pump stations:</p> <ul style="list-style-type: none">- No 3 Rd South,- Nelson Rd South,- Queen Rd North,- No 6 Rd North,- Dog Kennels,- Green Slough, and- Miller Rd. <p>The project is planned to be complete before 2012 year end.</p> <p>\$20,000 costs are anticipated per pump station.</p>	





Program:	Infrastructure Program	Sub-program:	Drainage
Project Name:	Seaton Road Laneway Drainage and Pavement Upgrade	Submission ID	4752
Location:	Seaton Road between Shell Road and 11720 Seaton Road		
Cost:	\$631,572	OBI:	\$1,393
Funding Sources:	Utilities and City Sources		
Scope:	<p>Install drainage and upgrade 700m of pavement along the existing laneway south of Williams Road and south of Seaton Road between Shell Road and 11720 Seaton Road. Does not include the addition of street lighting, curbs or gutters.</p> <p>The project is estimated to take 2-3 months and be complete by October 2012.</p> <p>This is a single year project that is part of a larger strategy to reduce laneway drainage issues in a number of areas around the City.</p> <p>Funding is requested from the Drainage Utility, General Reserves and the NIC (Neighbourhood Improvement Charge) fund.</p> <p>Major Cost Components: Drainage \$349,475 Pavement \$449,325 with \$167,228 included in the re-paving program</p>		




Program:	Infrastructure Program	Sub-program:	Waterworks												
Project Name:	Lulu East Waterworks Area	Submission ID	4715												
Location:	See Scope														
Cost:	\$1,635,868	OBI:	\$680												
Funding Sources:	Utilities														
Scope:	<p>This project includes 2074 meters of 200mm diameter watermain construction to replace the existing infrastructure. The proposed locations include:</p> <table><tr><th>Road</th><th>From</th><th>To</th></tr><tr><td>No 7 Rd</td><td>Cambie Rd</td><td>Hwy 91</td></tr><tr><td>Cambie Rd.</td><td>734m West of No. 7 Rd</td><td>No.7 Rd.</td></tr><tr><td>No. 7 Rd.</td><td>Hwy 91</td><td>Westminster Hwy</td></tr></table> <p>The waterworks capital program is developed based on the City’s long range infrastructure replacement strategy, watermain break history, 2041 OCP Water Modelling Study and the proposed road paving program.</p> <p>The program replaces ageing infrastructure prior to failure and improves fire protection.</p>			Road	From	To	No 7 Rd	Cambie Rd	Hwy 91	Cambie Rd.	734m West of No. 7 Rd	No.7 Rd.	No. 7 Rd.	Hwy 91	Westminster Hwy
Road	From	To													
No 7 Rd	Cambie Rd	Hwy 91													
Cambie Rd.	734m West of No. 7 Rd	No.7 Rd.													
No. 7 Rd.	Hwy 91	Westminster Hwy													



Program:	Infrastructure Program	Sub-program:	Waterworks																		
Project Name:	Lulu North Waterworks Area	Submission ID	4718																		
Location:	See Scope																				
Cost:	\$3,476,810	OBI:	\$731																		
Funding Sources:	Utilities																				
Scope:	<p>This project includes 2060 meters of 200mm diameter watermain construction and 600 meters of 300mm diameter watermain to replace the existing infrastructure. Some proposed locations include:</p> <table border="1"> <thead> <tr> <th>Road</th><th>From</th><th>To</th></tr> </thead> <tbody> <tr> <td>Voyageur Way</td><td>Simpson Rd</td><td>Olafsen Ave</td></tr> <tr> <td>Woodhead Rd</td><td>No 5 Rd</td><td>Montego St</td></tr> <tr> <td>Alexandra Rd</td><td>No 3 Rd</td><td>Garden City Rd</td></tr> <tr> <td>Ackroyd Rd</td><td>No 3 Rd</td><td>Arcadia Rd</td></tr> <tr> <td>Granville Ave</td><td>Garden City Rd</td><td>Ash Street</td></tr> </tbody> </table> <p>The waterworks capital program is developed based on the City's long range infrastructure replacement strategy, watermain break history, 2041 OCP Water Modelling Study and the proposed road paving program.</p> <p>The program replaces ageing infrastructure prior to failure and improves fire protection.</p>			Road	From	To	Voyageur Way	Simpson Rd	Olafsen Ave	Woodhead Rd	No 5 Rd	Montego St	Alexandra Rd	No 3 Rd	Garden City Rd	Ackroyd Rd	No 3 Rd	Arcadia Rd	Granville Ave	Garden City Rd	Ash Street
Road	From	To																			
Voyageur Way	Simpson Rd	Olafsen Ave																			
Woodhead Rd	No 5 Rd	Montego St																			
Alexandra Rd	No 3 Rd	Garden City Rd																			
Ackroyd Rd	No 3 Rd	Arcadia Rd																			
Granville Ave	Garden City Rd	Ash Street																			
																					

Program:	Infrastructure Program	Sub-program:	Waterworks
Project Name:	Lulu West Waterworks Area	Submission ID	4719
Location:	See Scope		
Cost:	\$1,623,248	OBI:	\$ 570
Funding Sources:	Utilities		
Scope:	<p>This project includes 720 meters of 200mm diameter watermain construction and 840 meters of 300mm diameter watermain to replace the existing infrastructure on Williams Road from No.3 Road to No.4 Road.</p> <p>The waterworks capital program is developed based on the City's long range infrastructure replacement strategy, watermain break history, 2041 OCP Water Modelling Study and the proposed road paving program. The program replaces ageing infrastructure prior to failure and improves fire protection.</p>		
			

Program:	Infrastructure Program	Sub-program:	Waterworks
Project Name:	Residential Water Metering	Submission ID	4781
Location:	City - Wide		
Cost:	\$1,600,000	OBI:	\$28,000
Funding Sources:	City Sources		
Scope:	This project allows for the installation of single-family and multi-family water meters on a volunteer basis.		
			

Program:	Infrastructure Program	Sub-program:	Waterworks
Project Name:	Sea Island Waterworks Area	Submission ID	4716

Location: See Scope

Cost: \$670,832

OBI: \$457

Funding Sources: Utilities

Scope:


This project includes 810 meters of 200mm diameter watermain construction to replace the existing infrastructure. The proposed locations include:


Road	From	To
Douglas Cr (Burkeville)	Wellington Cr	Cul-de-sac
Boeing Ave.	Wellington Cresc.	50 m north of Wellington Cresc.
Wellington Crescent	Catalina Crescent	Lancaster Crescent

The waterworks capital program is developed based on the City's long range infrastructure replacement strategy, watermain break history, 2041 OCP Water Modelling Study and the proposed road paving program.

The program replaces ageing infrastructure prior to failure and improves fire protection.




Program:	Infrastructure Program	Sub-program:	Sanitary Sewer
Project Name:	Blundell Forcemain Replacement (Terra Nova Area)	Submission ID	4733
Location:	Blundell Road: Frobisher Drive to Railway Avenue		
Cost:	\$1,427,000	OBI:	\$0
Funding Sources:	Utilities		
Scope:	<p>This project includes 550 meters of 500mm diameter forcemain construction including tie-ins.</p> <p>Major Cost Components:</p> <ul style="list-style-type: none">· Forcemain pipe work· Tie-ins to the existing sanitary infrastructure.		
			

Program:	Infrastructure Program	Sub-program: Sanitary Sewer
Project Name:	Gravity Sanitary Sewer Upgrade on Brown/Leslie Road (Bridgeport Sanitary Sewer Area)	Submission ID 4734
Location:	Brown/ Leslie Road	
Cost:	\$1,509,000	OBI: \$0
Funding Sources:	Utilities and DCC	
Scope:	<p>This project includes the replacement of 50 meters of 300mm diameter gravity sewer and 270 meters of 375mm diameter gravity sewer.</p> <p>Major Cost Components:</p> <ul style="list-style-type: none">- Sanitary sewer construction	
		

Program:	Infrastructure Program	Sub-program:	Sanitary Sewer
Project Name:	Minoru Pump Station Upgrade	Submission ID	4732
Location:	Lane North of 5600 Cedarbridge Way		
Cost:	\$2,874,000	OBI:	\$0
Funding Sources:	Utilities and DCC		
Scope:	<p>This project includes construction of a new pump station complete with wet well, VFD pumps, electrical kiosk, 100 meters of 675mm diameter gravity pipe and 150 meters of 400mm forcemain. This project will require land acquisition.</p> <p>Major Cost Components:</p> <ul style="list-style-type: none">• Land Acquisition• Pump Station Supply and Installation• Gravity Pipe Works• Forcemain Pipe Works		



Program:	Infrastructure Program	Sub-program: Sanitary Sewer
Project Name:	Pump Station and Forcemain Assessment and Upgrade	Submission ID: 4800
Location:	Various	
Cost:	\$750,000	OBI: \$0
Funding Sources:	Utilities	
Scope:	<p>This project will perform an assessment of sanitary pump stations and forcemains and implement improvements based on the assessments. A critical part of the assessments will be a quantification of FOG issues in the forcemain system and a review of FOG mitigation measures. Improvements will likely include:</p> <ul style="list-style-type: none">- Installation of pressure monitors;- Installation of forcemain bypass and inspection assemblies;- Upgrade electrical, control and telemetry kiosks; and- Improved pump station access and safety.	
		

Program:	Infrastructure Program	Sub-program:	Sanitary Sewer
Project Name:	Sanitary Sewer Replacement at 6331/6351 Cooney Road (City Centre Area)	Submission ID	4735

Location: 6331/6351 Cooney Road

Cost: \$296,000

OBI: \$0

Funding Sources: Utilities

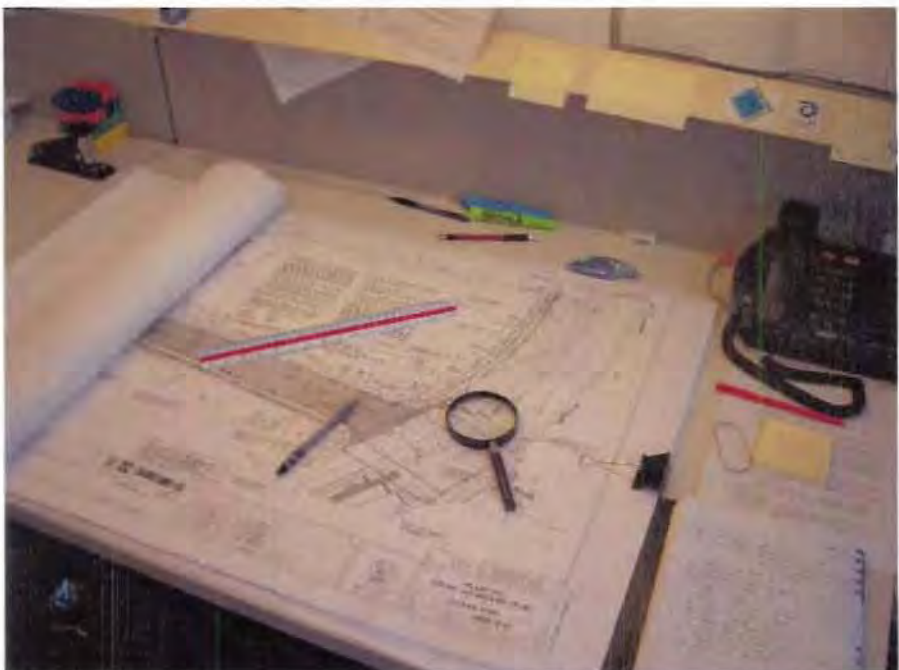
Scope: This project includes the replacement of 110 meters of 200mm diameter gravity sewer.

Major Cost Components:

· Sanitary Sewer Construction



Program:	Infrastructure Program	Sub-program:	Minor Public Works
Project Name:	PW Minor Capital - Traffic	Submission ID	3015
Location:	Various		
Cost:	\$250,000	OBI:	\$5,600
Funding Sources:	City Sources		
Scope:	<p>The general scope of this program includes various improvements to traffic systems as required.</p> <p>The program includes the following major components:</p> <p>A. Traffic Improvements: including minor crosswalks, bus stop improvements, wheelchair ramps and signage/safety improvements.</p> <p>B. Traffic Signal/Communications Network: infrastructure renewal, physical plant upgrading, ongoing infrastructure development testing and communications network conduit/cable.</p> <p>Funding assistance from ICBC and TransLink's Major Road Network (MRN) sources for some of these projects is available and applications would be submitted to the appropriate agency.</p> <div data-bbox="592 945 1209 1344"></div> <div data-bbox="592 1365 1209 1827"></div>		

Program:	Infrastructure Program	Sub-program:	Infrastructure Advanced Design										
Project Name:	PW Infrastructure Advanced Design	Submission ID	4750										
Location:	City Wide												
Cost:	\$949,516		OBI: \$0										
Funding Sources:	Utilities, DCC and City Sources												
Scope:	<p>In order for civil infrastructure projects to be well managed and meet schedule, Engineering Design and Construction requires projects to be designed up to a year in advance. This enables project estimates to be completed in time for budgeting and construction to proceed in a timely manner.</p> <table><tr><td>Sanitary</td><td>200,000</td></tr><tr><td>Water</td><td>400,000</td></tr><tr><td>Drainage</td><td>285,000</td></tr><tr><td>Roads</td><td>64,516</td></tr><tr><td>Total</td><td>\$949,516</td></tr></table>			Sanitary	200,000	Water	400,000	Drainage	285,000	Roads	64,516	Total	\$949,516
Sanitary	200,000												
Water	400,000												
Drainage	285,000												
Roads	64,516												
Total	\$949,516												
													

Program:	Building Program	Sub-program:	Minor Building
Project Name:	City Centre Community Police Office	Submission ID	4948
Location:	5671 No 3 Rd		
Cost:	\$167,000	OBI:	\$0
Funding Sources:	City Sources		
Scope:	<p>The building at 5671 No 3 Rd is already owned by the city and would require tenant improvements only to make it a workable location. The scope of the work involves paint, front counter, carpet and security as well as the purchase and installation of the information technology to make the office fully utilizable.</p>		



Program:	Building Program	Sub-program:	Minor Building
Project Name:	Phoenix Net Loft Safety Repairs	Submission ID	4914

Location: Phoenix Net Loft (Water Lot 7990 in Steveston)

Cost: \$250,000

OBI: \$0

Funding Sources: City Sources


Scope: With the poor condition of the facility and given the need to retain a structure on the site so as not to restrict future options, the immediate scope of work includes demolition of the portions of the structure susceptible to collapse, such as the shed appendages and remaining portions of the exposed wharf deck (est. cost \$140,000), installation of lightweight shading elements required to prevent the creation of new marine habitat that could inhibit future clean-up operations should the structure collapse entirely (est. cost \$95,000), and commissioning an updated condition assessment report (est. cost \$15,000). Once the updated condition assessment is completed, staff would report back to Council seeking direction on the longer term future of the structure, specifically whether to demolish the structure or repair and/or rebuild the structure.



Program:	Building Program	Sub-program:	Minor Building
Project Name:	South Arm Pool Piping Repair	Submission ID	4932
Location:	10100 South Arm Place		
Cost:	\$85,000	OBI:	\$0
Funding Sources:	City Sources		
Scope:	Replace 100M of pool basin expansion joints, locate and repair the break in the sanitary line as well as install drain piping in the valve pit to ensure access to water slide valves. All three areas of work are required to stop the water loss.		



Program:	Building Program	Sub-program:	Major Building
Project Name:	Public Safety Building	Submission ID	4614
Location:	6900 Minoru Blvd.		
Cost:	\$1,100,000	OBI:	\$0
Funding Sources:	City Sources		
Scope:	<p>With the RCMP relocating to No. 5 Road, there is an opportunity to consolidate city departments within the City Hall precinct. This includes HR, located at 6931 Granville, Project Development at 5440 Hollybridge Way and Parks Planning at the Works Yard. Consolidation of departments will increase synergies amongst all departments located in the civic core, reduces travel times, eliminates lease costs, and returns 6931 Granville to the City's land inventory for other uses, lease or sale.</p> <p>Estimated cost includes the upgrade of mechanical and electrical systems to address lifecycle and building deficiencies, removal of asbestos containing materials and renovate the interior to accommodate staff from three locations.</p> <p>Electrical \$200K Conveying \$20K Mechanical \$400K Site work \$70K Exterior \$80K Interior \$330K</p> <p>Note: This is Phase 2 of the stand alone project approved by Council in 2011. Subsequently, this building was included in the Minoru Precinct Plan and therefore no funding from this project will be spent until Council makes a final decision on the overall plan.</p>		



Program:	Building Program	Sub-program:	Major Building
Project Name:	Project Development Advanced Design	Submission ID	4773
Location:	City Wide		
Cost:	\$200,000	OBI:	\$0
Funding Sources:	City Sources		
Scope:	Engage the appropriate consultants (i.e. architects, engineers, designers) for a variety of proposed facility projects to determine the feasibility of each project. The consultants would develop conceptual plans and provide preliminary estimates and schedule for each proposed project.		
			

Program:	Parks Program	Sub-program:	Minor Parks
Project Name:	Sports Field Equipment	Submission ID	4955

Location: Minoru, Hugh Boyd & King George

Cost: \$54,000

OBI: \$0

Funding Sources: City Sources

Scope:

- Purchase 2 Soccer Team Players Bench Shelters for Minoru Oval \$20,300
- Installation of 4 players bench dugouts at Hugh Boyd Park \$27,700
- Purchase and install 1 set of rugby uprights at King George Park \$6,000



Program:	Parks Program	Sub-program:	Minor Parks
Project Name:	Parks Ageing Infrastructure Replacement Program	Submission ID	4588

Location: Minoru & Hamilton Sport Courts

Cost: \$100,000

OBI: \$0

Funding Sources: City Sources

Scope: For 2012, Sport Court resurfacing retrofit estimates are:

Minoru Tennis Courts:

New acrylic sport surfacing \$ 35,000

Hamilton Basketball Courts

Crack repairs \$ 5,000

New Asphalt lift \$ 60,000

Total \$100,000



Program:	Parks Program	Sub-program:	Minor Parks
Project Name:	Parks General Development	Submission ID	296

Location: Various

Cost: \$250,000

OBI: \$3,000

Funding Sources: DCC and City Sources

Scope:

A variety of construction, fabrication, and installation of Park components that includes building of community gardens, landscaping, pathways, benches, picnic tables, fencing, sportsfields upgrades, drainage & irrigation, gathering areas, signage and way-finding, etc.

This program meets the City Vision by:

- Maintaining basic park elements to ensure public safety and proper working condition
- Ensuring park areas are well kept and attractive in appearance
- Encouraging use and fostering "adoption/ownership" of sites by residents
- Promoting cooperation and sponsorship with private business.



Program:	Parks Program	Sub-program:	Minor Parks
Project Name:	Unsafe Playground Replacement Program	Submission ID	2867
Location:	Various		
Cost:	\$200,000	OBI:	\$2,000
Funding Sources:	City Sources		
Scope:	<p>Work will focus on fixing or replacing individual components of play equipment, removing or replacing outdated equipment, and/or upgrading the surfaces under play equipment.</p> <p>The preliminary list of projects for 2012 includes: Ferris School/Neighbourhood Park Terra Nova South Neighbourhood Park</p> <p>Historical costs since 2005 to upgrade a single playground to current CSA standards have been between \$70,000 - \$200,000 (depending on the size and variety of play equipment and play surfaces).</p>		



Program:	Parks Program	Sub-program:	Major Parks/ Streetscapes
Project Name:	Blundell Park - Sportsfield Upgrade	Submission ID	4688

Location: Blundell Park

Cost: \$100,000

OBI: \$6,300

Funding Sources: DCC and City Sources

Scope: Scope of work includes:

Excavation and installation of a sand-base and drainage piping system.

Ground Survey \$5000

Drainage Piping System \$35,000

Sand base \$77,000

Manhole & catch basins \$13,000

Total Construction 130,000


(User Fee contribution) -\$30,000

Total Capital required \$100,000

Construction period Sept - Oct (4 weeks)












Program:	Parks Program	Sub-program:	Major Parks/Streetscapes
Project Name:	Characterization - Neighbourhood Parks	Submission ID	2394
Location:	Various		
Cost:	\$100,000	OBI:	\$2,000
Funding Sources:	DCC and City Sources		
Scope:	<p>The preliminary list of projects for 2012 includes:</p> <p>Railway Corridor - \$50,000 - Proposed work includes tree planting, land shaping, installing pathways and site furniture.</p> <p>Terra Nova South Neighbourhood Park - \$50,000 - Proposed work includes tree planting, land shaping, installing pathways and site furniture, and possibly adding a community art feature.</p> <p>(Schedule dates for design and construction is typically from Feb - Oct. depending on size and complexity of the projects)</p>		



Program:	Parks Program	Sub-program:	Major Parks/Streetscapes
Project Name:	Garden City Park	Submission ID	4956
Location:	Garden City and Granville Ave.		
Cost:	\$500,000	OBI:	\$0
Funding Sources:	External Sources		
Scope:	<p>Landscape development: Rejuvenating the mixed Birch - Pine- Cottonwood forest by removing/managing invasive plants, and planting new trees. Budget estimate: \$50,000.</p> <p>Shoreline enhancement: Constructing boardwalks to improve public access at the edge of the pond; planting vegetation to enhance shoreline habitat. Budget estimate: \$100,000.</p> <p>Play features: Expanding and improving existing play features in the Play Environment. Budget estimate: \$350,000.</p> <p>Funding for this project will come from a \$500,000 developer's contribution associated with rezoning of property at the northeast corner of Garden City Road and Cook Road.</p>		



Program:	Parks Program	Sub-program:	Major Parks/Streetscapes
Project Name:	Parks Advance Planning & Design	Submission ID	2488
Location:	Various		
Cost:	\$275,000	OBI:	\$0
Funding Sources:	DCC and City Sources		
Scope:	<p>The advance research, planning and design of parks, trails & open spaces. Planning & design of projects are completed both internally thru City Planners and externally by consultants. Scope of work includes the planning & design process thru meetings with community associations, parent advisory groups, school district, internal and external government agencies, and the general public (open house sessions). From these design sessions and meetings, preliminary and design concepts are transformed into detail drawings for construction.</p> <p>2012 Projects include: Conceptual Park & Open Space Planning for various sites. Topographical Surveys (engineering site survey pick-up) Waterfront & Trails Strategy Implementation projects Park Characterization projects</p>		
	<div style="display: flex; justify-content: space-between;"> <div> <p>CONCEPTS + MATERIALS</p>  <p>SYNCHRONIZING PLANTING & DESIGN ALONG WATERFRONT TO DEFINE AND CATHETERING RIVERS WHOSE RIVERS OF MATERIALS CREATE A SENSE OF REPETITION & VARIATION ALONG THE DRY</p> </div> <div> <p>ATTACHMENT #2</p>  <p>MATERIALS</p> </div> <div>  <p>CATHETERING RIVERS</p> </div> </div> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div>  <p>NATIVE PLANTS</p> </div> <div>  <p>SEATING</p> </div> <div>  <p>OVER BRIDGE</p> </div> <div>  <p>OVER BRIDGE</p> </div> <div>  <p>OVER BRIDGE</p> </div> <div>  <p>OVER BRIDGE</p> </div> </div> <p>OVAL WEST WATERFRONT PARK - CONCEPT IMAGES <small>(OCTOBER 11, 2011)</small></p>		

Program:	Parks Program	Sub-program:	Major Parks/Streetscapes
Project Name:	Terra Nova - Play Environment	Submission ID	4197

Location: Terra Nova Northwest Quadrant

Cost: \$1,000,000

OBI: \$20,000

Funding Sources: DCC and City Sources

Scope:

For 2012, a new major play and picnicking area is planned to be constructed at the park following a master planning process in 2011. With the proven success of the Garden City Park play environment, a unique agriculture/ heritage themed play ground will be implemented. This project will provide yet another significant amenity of regional significance along the Middle Arm waterfront and supports the future population growth along the North Arm of City Centre. (Oval & ASPAC development)

To date, the City has completed approx. 50% of the total approved park masterplan estimate of \$8 Million for the development at Terra Nova. As directed By Council in 2011, the scope of work was revised for 2012 to fast track the development of a play environment.

2012 Scope of Work (March - Dec):

Design and Consultation \$100,000

Play Environment \$700,000

Landscaping \$200,000



Program: Parks Program **Sub-program:** Major Parks/Streetscapes

Project Name: The Gardens Agricultural Park - Phase 1 **Submission ID** 4690

Location: No. 5 Road & Steveston (Shellmont)

Cost: \$100,000


OBI: \$0

Funding Sources: DCC and City Sources

Scope: Detailed planning and design will be completed followed by construction documents and specifications for Phase 1 of the park development. The funding will be applied to consultant fees and additional study for the biophysical inventory of the site.

Total estimate cost for the development based on the Council approved concept plan is approx. \$5 - \$7 Million. Detail construction estimates will be provided when detail design and engineering drawings are completed in 2012.



Program:	Parks Program	Sub-program:	Major Parks/Streetscapes
Project Name:	Trails	Submission ID	4207
Location:	Various		
Cost:	\$200,000	OBI:	\$5,000
Funding Sources:	DCC and City Sources		
Scope:	<p>In 2010, the City purchased Canadian Pacific Railway corridor adjacent to Railway Avenue. In the tradition of the Rails to Trails movement, this prime piece of real estate running from Granville Avenue to Garry Street in Steveston fulfills the long held City vision of creating a major recreational and ecological north-south greenways that connects the South Arm of the Fraser to the Middle Arm dyke or Steveston to Terra Nova to City Centre. There are opportunities to work with multiple departments to fulfill a number of objectives such as eco-Plus+, rainwater management, the Parks Strategy Green Network, increased bike network to name a few. The Railway Avenue Lands run from Granville Avenue to Garry Street. They are approximately 50 to 60 feet wide and have a total area of approximately 14.7 acres (± 2.25 miles).</p> <p>In 2012, projects include the planning, design, and preparation of the Railway Corridor Trail System and the integration of staging areas in conjunction with the construction of the pump stations project managed by Engineering.</p> <p>Railway Corridor (Feb - Nov) Planning, Design, & Site Preparation \$150,000</p> <p>Staging Areas (Feb - Dec) Design & Implementation \$50,000</p> 		

Program:	Parks Program	Sub-program:	Major Parks/Streetscapes
Project Name:	West Cambie Greenway	Submission ID	4923

Location: West Cambie Area

Cost: \$300,000

OBI: \$12,000

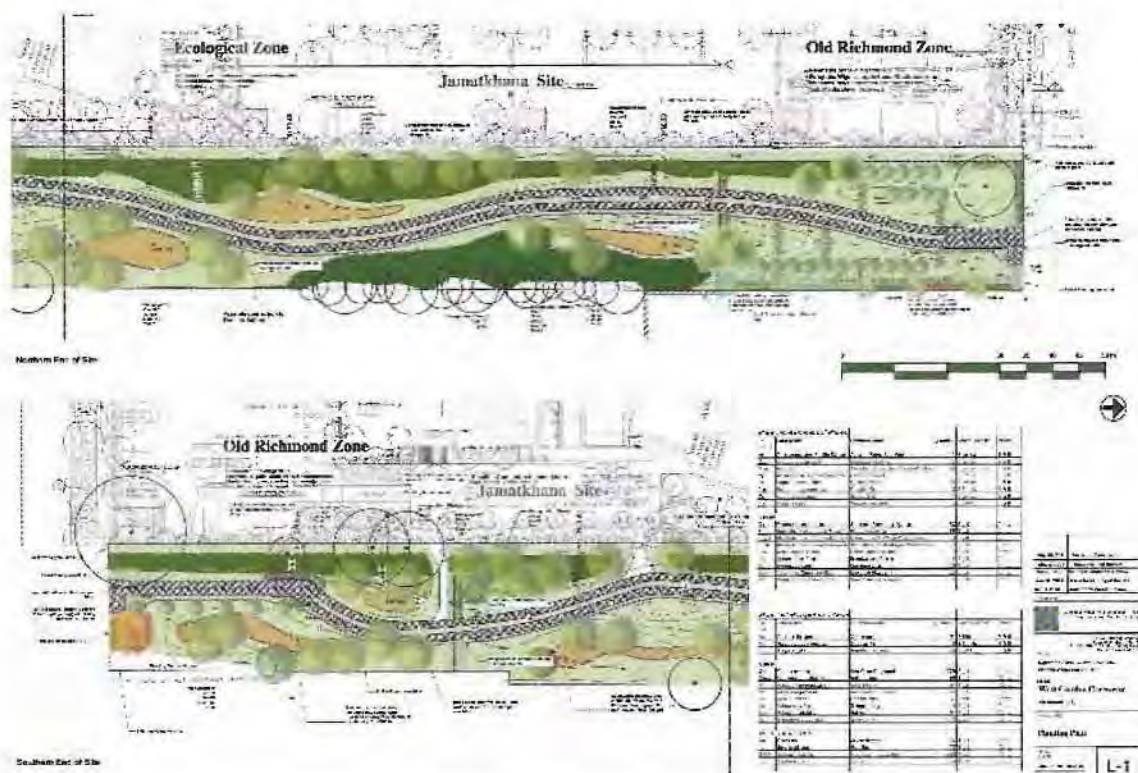
Funding Sources: DCC and City Sources


Scope:

The West Cambie Greenway is one of the circulation links that comprise the Alexandra Neighbourhood Open Space system. It will help connect pedestrians and cyclists to the local Neighbourhood Park, as well to existing (and future) residential and commercial development sites within the West Cambie area.

Work will focus on development of the greenway/trail located on two City owned properties: 9600 Cambie Road and 9611 Odlin Road. The project includes: storm drainage; finish grading of landforms; pedestrian/cyclist trail; electrical conduits for (future) pedestrian scale lighting; fencing; hydro seeding of lawn areas; and shrub and tree planting.

Site Drainage	\$ 20,000
Hard Landscaping	\$ 90,000
Site Furnishing	\$ 18,000
Soft Landscaping	\$155,000



Program:	Parks Program	Sub-program:	Major Parks/Streetscapes
Project Name:	West Cambie Neighbourhood Park	Submission ID	831
Location:	West Cambie		
Cost:	\$300,000	OBI:	\$10,000
Funding Sources:	DCC and City Sources		
Scope:	<p>2012 (Phase 1) - Initial work will focus on the design of the local park space that is centrally located within the Alexandra neighbourhood of West Cambie. This park is unique, containing stands of large trees, and remnants of garden landscapes from the original single family lots. Two major objectives of the plan will be to:</p> <ul style="list-style-type: none">1) preserve existing natural features while considering introducing new open space and recreational amenities to the site, and2) integrate within the new plan the energy centre building that is already located within the park property and that will service the West Cambie District Energy field (under construction within the nearby greenway property) <p>2013 (Phase 2) - Construction will include demolishing old structures (on acquired properties); clearing and grubbing of parts of the land; grading and seeding of new landscaped areas; installing storm drainage; rejuvenating and enhancing existing stands of vegetation; constructing pathways and installing site furniture.</p> <p>Future phases will be designed and implemented as the City continues to acquire adjacent properties.</p>		
			

Program:	Parks Program	Sub-program:	Parkland Acquisition
Project Name:	Parkland Acquisition - Development	Submission ID	4950

Location: No 2 Rd and Dyke Rd

Cost: \$5,803,180

OBI: \$0

Funding Sources: DCCs

Scope:


The proposed development reflects the agreement between the City of Richmond and Oris Development (Kawaki) Corp. to cooperatively undertake the site planning and development of this critical site on the waterfront, at the end of No. 2 Road, that will facilitate the development of a unique water-fronting City public park in this unique emerging neighbourhood at the south end of No. 2 Road.

The subject development involves consolidation of three (3) City-owned lots (13100, 13120 and 13140 No. 2 Road) and the applicant's lot (6160 London Road) and subdivision in two (2) parcels.

The proceeds on disposition of the City-owned lots will be used to acquire the applicant's lot and the internal transfer of existing City owned lands into parkland.



Program:	Land Program	Sub-program:	Land Acquisition
Project Name:	Strategic Land Acquisition	Submission ID	3495
Location:	Various		
Cost:	\$8,850,000	OBI:	\$0
Funding Sources:	City Sources		
Scope:	<p>Funds for land acquisition to meet City needs, other than DCC and other special reserve funded projects, are set aside in the Capital Reserve under the Industrial Use Fund. This capital budget submission is to use land acquisition monies from this fund as well as additional general funds approved by Council, for a variety of Council approved acquisitions.</p>		



Program:	Affordable Housing Program	Sub-program:	Affordable Housing
Project Name:	Affordable Housing Projects- City Wide	Submission ID	4834

Location: Various


Cost: \$750,000


OBI: \$0

Funding Sources: City Sources


Scope: To purchase land and financially contribute to various affordable housing projects as needs are identified, in accordance with Council-adopted Affordable Housing Strategy.




Program:	Affordable Housing Program	Sub-program:	Affordable Housing
Project Name:	Affordable Housing Projects- City Wide Development	Submission ID	4807
Location:	Various		
Cost:	\$402,500	OBI:	\$0
Funding Sources:	City Sources		
Scope:	<p>The City has received two proposals for the development for affordable housing development in the City Centre that request financial offsets from the City's Affordable Housing Reserve Funds to cover development cost charges and building permit fees. Providing financial offsets for these proposed projects will require Council approval.</p> <p>The proposed construction commencement date for both projects is 2012, with both requiring Council approval.</p> <p>The proposed projects entail:</p> <p>Project 1: A City-owned site designated for affordable housing, tentatively to be developed by a consortium of 5 non-profit affordable housing providers and a private developer.</p> <p>Project 2: Non-Profit Affordable Housing Provider and Private Developer partnership with a request for City financial offsets (DCC and Building Permit relief and Affordable Housing Cash-In-Lieu refund).</p> <p>The provision of City contributions will assist both projects to offer affordable rents potentially well below at the rates set out in the Affordable Housing Strategy.</p>		
			

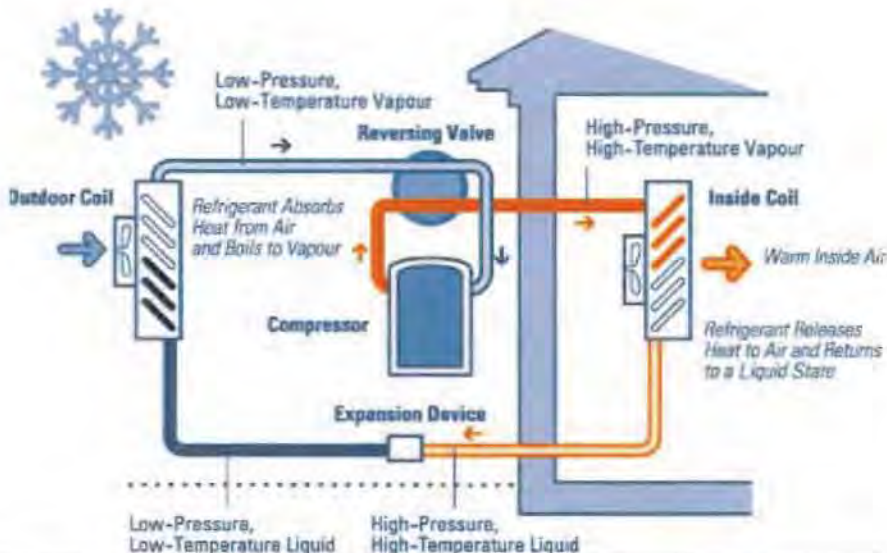
Program:	Affordable Housing Program	Sub-program:	Affordable Housing
Project Name:	Affordable Housing Projects- West Cambie	Submission ID	4863
Location:	Various		
Cost:	\$150,000	OBI:	\$0
Funding Sources:	City Sources		
Scope:	To purchase land and financially contribute to various affordable housing projects as needs are identified in West Cambie, in accordance with Council-adopted Affordable Housing Strategy.		
			

Program:	Equipment Program	Sub-program:	Vehicle Equipment
Project Name:	Vehicle and Equipment Reserve Purchases (PW and Corporate Fleet)	Submission ID	603
Location:	Works Yard and Various City Departments		
Cost:	\$2,129,500	OBI:	\$0
Funding Sources:	City Sources and Utilities		
Scope:	<p>Items in the identified scope require replacement in the year noted due to vehicles reaching the end of their life cycle and increasing maintenance costs associated with their current condition. Vehicles/equipment which present safety concerns are also included in the scope.</p> <p>This project supports Council's Green Fleet Policy 2020 which seeks to manage the corporate fleet according to green fleet objectives and performance standards. It also supports operating departments by providing the resources they require to meet their established mandates. Scope also includes vehicle outfitting as required to coincide with individual user department needs. This project includes the following items:</p> <ul style="list-style-type: none"> - 503: 1987 Art Tec Flat Deck Trailer - \$7,500 - 557: 1988 U-Built Flatdeck Trailer - \$10,000 - 667: Toro Mower - \$40,000 - 729: 1992 Eh Wachs Tank - \$50,000 - 794: 1994 Hino Flat Deck Paint Stripper - \$215,000 - 849: 1995 Ford Flat Deck - \$47,000 - 884: 1996 GM Flat Deck - \$10,000 - 945, 964: 1997 Ford Econo Van - \$140,000 (\$70,000 each) - 981: 1999 Ford F450 Truck - \$75,000 - 1004: 1998 Plymouth Voyager Van - \$32,000 - 1007, 1008, 1009, 1010: 1996 Ford Pick-Up Truck - \$120,000 (\$30,000 each) - 1016: 1999 Ford E450 Mini Bus - \$120,000 - 1023, 1024: 2000 John Deere Tractor Mower - \$78,000 (\$39,000 each) - 1025: 1999 New Holland Tractor - \$65,000 - 1026: Verti Drain - \$60,000 - 1028: 1999 John Deere Tractor Mower - \$22,000 - 1030: 2000 GMC 4x4 Pick-up Truck - \$50,000 - 1079: 2000 Hitachi Excavator and Trailer - \$320,000 - 1085: 2001 Grumman Workhorse Van - \$100,000 - 1086: 2001 Chevy Cavalier - \$28,000 - 1095, 1096: 2001 E-350 1-Tonne Versalift Van - \$215,000 (\$95,000 and \$120,000) - 1105: 1982 Hyster Fork Lift - \$40,000 - 1134, 1135, 1136, 1137: 2001 John Deere Ride-On - \$120,000 (\$30,000 each) - 1193: 2003 Ford Cargo Van - \$35,000 - 1197: 2003 Ford F-150 Pick Up Extended Cab - \$30,000 - Unallocated - \$100,000. 		

Program:	Equipment Program	Sub-program:	Vehicle Equipment
Project Name:	Vehicle/Equipment Reserve Purchases Carry Over from Project 40517 (PW)	Submission ID	4772
Location:	Works Yard and Various City Departments		
Cost:	\$836,276	OBI:	\$0
Funding Sources:	City Sources		
Scope:	<p>The purpose is to close out project 40517 - PW Vehicle Reserve Purchases (2008) and carry over any units outstanding as of December 31, 2011 to complete the remaining purchases in 2012. As this represents carryover of already approved funding, there is no net financial impact associated with this submission.</p> <p>Vehicle and equipment purchases are outstanding due to anticipated delayed delivery timeliness associated with the design/build process by vendors as well as pending clarification from user departments on requirements. Should units be received and paid for prior to December 31, 2011, this project will be reduced accordingly by the available project balance.</p> <p>These are vehicles that were previously identified for replacement due to their age and condition. All units are in the process of either being out to tender in the marketplace or specifications are being prepared with various user groups.</p> <p>This project involves the anticipated funding carry over for the following units:</p> <ul style="list-style-type: none"> - 501: 1987 Art Tech Flatdeck Trailer - \$3,500 - 842: 1994 Leroi Compressor - \$41,900 - 845: 1995 Ford Pick Up - \$42,000 - 853: 1995 Ford Flatdeck - \$82,688 - 859: 1995 Freightliner Tandem Dump - \$254,700 - 867: 1995 Ford Van - \$44,100 - 877: 1996 Freightliner Dump Truck - \$254,700 - 1000: 1996 Ford 2whdr Pick Up Truck - \$40,000 - 921: 1997 Ford Pick Up - \$42,688 - 931: 1997 Ford Ranger: \$30,000 		
			


Program:	Equipment Program	Sub-program:	Technology
Project Name:	Energy Management - Continuous Optimization Implementation	Submission ID	4725
Location:	Watermania, Richmond Ice Centre, City Hall, and Main Library		
Cost:	\$247,000	OBI:	\$0
Funding Sources:	City Sources		
Scope:	<p>This project will monitor in real-time energy and emissions for four of the City's most energy consumptive buildings, currently data is entered on a month by month basis with an approximate 1.5 month delay. If the benefits of the project are proven to be substantial, the same system may be incorporated into a wide range of City owned or leased assets over time.</p> <p>This pilot project will include the following for each of the buildings involved;</p> <ul style="list-style-type: none">-real time energy and emissions data for total energy use (electricity and gas) for 7 years-a detailed baseline energy use study and analysis-assessment of energy retrofit opportunities-implementation of identified retrofit projects with a 2 year or less payback at that time-the upgrading of the electrical meters-installation of energy use data loggers <p>The preliminary elements of the project (baseline study and installation of the tracking technology) can start immediately, with retrofits and/or upgrades scheduled to be completed by 2013. The project will be in conjunction with the BC Hydro Continuous Optimization program, which will cover a majority of the project costs (over the 7 years of the project).</p> <p>The City's financial commitment is to cover the implementation of any energy retrofits and upgrades identified that have a 2 year or less payback. The cost of implementation is estimated to be \$105,000 (\$0.20/ft2) - \$80,000 in 2012 and \$25,000 in 2013. Once implementation of the energy saving opportunities have been completed, it is estimated that there will be between \$51,000 to \$206,00 in yearly energy cost avoidance savings (based on current 2011 rates), given an estimated 5-20% savings in energy use at each building.</p>		
<div><div>BC Hydro</div><div></div><div>powersmart</div></div>			

Program:	Equipment Program	Sub-program:	Technology
Project Name:	Energy Management - RTU Heat Pump Replacement	Submission ID	4749
Location:	Kwantlen Building, Steveston Community Centre, West Richmond Centre, Public Works Yard		
Cost:	\$138,000	OBI:	\$0
Funding Sources:	City Sources		
Scope:	<p>Twenty-three gas fired heating and cooling rooftop units (RTU) were identified during a 2009 assessment to be near the end of the usable life on various City owned or leased buildings. As these units are to be replaced in the near term, this project is proposing to replace all of the units with electrical heat pumps (with solar electrical generation panels, if possible).</p> <p>The total cost of the project is estimated to be \$138,000, based on an incremental cost of \$6,000 a unit. Preliminary assessments indicate that these heat pumps could reduce our greenhouse gas emissions by approximately 300 tonnes of CO2 annually, which after 2012 will avoid the purchase of \$7,500 in carbon offsets annually (based on \$25/ton of CO2). External funding sources (such as through Fortis BC) may be available, and will be researched thoroughly before proceeding with this project.</p>		



The diagram illustrates a heat pump cycle. It shows a closed loop of refrigerant circulating between an outdoor coil and an indoor coil. The cycle is driven by a compressor at the top and an expansion device at the bottom. A reversing valve is located between the two coils. The refrigerant flows clockwise. At the outdoor coil, the refrigerant is in a low-pressure, low-temperature liquid state, absorbs heat from the outdoor air, and boils to a low-pressure, low-temperature vapour. This vapour then moves to the indoor coil, where it is in a high-pressure, high-temperature vapour state, releases heat to the indoor air, and returns to a high-pressure, high-temperature liquid state. Finally, it returns to the expansion device, which reduces its pressure and temperature, returning it to the low-pressure, low-temperature liquid state to complete the cycle.

Program:	Equipment Program	Sub-program:	Technology
Project Name:	Energy Management - South Arm Community Centre Solar Wall	Submission ID	4743
Location:	South Arm Community Centre		
Cost:	\$80,000	OBI:	\$500
Funding Sources:	City Sources		
Scope:	<p>The scope of work for this project includes the following:</p> <ul style="list-style-type: none">-Complete a feasibility study to quantify the potential benefits and to determine a precise suitable location for installing a solar wall at South Arm Community.-Install a solar wall to pre-heat or cool ventilation air at South Arm Community Centre, and replace some of the current gas heating and cooling currently in place.-Monitor and verify the energy cost savings.-Install interpretation signage or real time display of energy production and/or GHG reduction in the community centre. <p>Feasibility study to be conducted in 2012, followed by the construction and commissioning of the solar wall by 2013.</p> <p>The total cost of the project is estimated to be \$80,000, including \$10,000 allocated for a feasibility study. Preliminary estimates indicate that the solar wall could displace approximately 60% of the natural gas heating energy used at South Arm and would avoid approximately \$8,800 in energy costs annually (based on current 2011 rates), or approximately 650 GJ of natural gas annually. External funding sources may also be available, and will be researched during the feasibility study portion of the project.</p>		



Program:	Equipment Program	Sub-program:	Computer Capital
Project Name:	Existing Operational Computer Services Infrastructure Lease Funding	Submission ID	4677

Location: City Hall

Cost: \$528,100

OBI: \$0

Funding Sources: City Sources

Scope:

This is to fund operational enterprise computer infrastructure used by all City departments to deliver their existing service. This project funds existing leases and new leases to replace infrastructure.

The recent adoption of Tangible Capital Asset system has now necessitated including this type of equipment in the capital program whereas it was previously included in the operating program. The requested funding amount is the same amount previously included in the operating budget.



Program:	Equipment Program	Sub-program:	Computer Capital
Project Name:	Electronic Purchase Requisition	Submission ID	4945

Location: City Hall

Cost: \$300,000

OBI: \$0

Funding Sources: City Sources

Scope:

The purpose is to implement a City wide automated procure to pay system in which staff will have the capability to enter, authorize and approve on-line purchase requisitions.

The general scope of the project would include the following components:

- acquisition of on-line requisitions and workflow
- pre-implementation work
- hiring consultant to integrate
- implementation and testing of software
- identification of training requirements
- staff training
- program roll out



Program:	Equipment Program	Sub-program:	Computer Capital
Project Name:	Existing Operational Desktop Computer Hardware Funding	Submission ID	4739

Location: City Hall
Cost: \$330,000
Funding Sources: City Sources


OBI: \$0


Scope:

This project provides annual operational funding for existing desktop computer hardware and peripherals based on 5-year evergreen cycle to support current service levels. This approach has enabled I.T. to provide a cost effective balance between the escalating cost of support of ageing equipment and ensuring that desktop hardware is effective enough to run City applications.


The recent adoption of Tangible Capital Asset system has now necessitated including this type of equipment in the capital program whereas it was previously included in the operating program. The requested funding amount is the same amount previously included in the operating budget.



Program:	Equipment Program	Sub-program:	Computer Capital												
Project Name:	Fibre Optic Cabling to City Facilities- Group 2	Submission ID	4679												
Location:	Fire Hall #6, South Arm Community Centre, RCMP Community Police Office, Watermania and Ice Centre														
Cost:	\$200,000 (Partial Funding – Additional Funding in 2013)	OBI:	\$0 (OBI of -\$45,035 will be realised when the additional funding is provided and the project is completed)												
Funding Sources:	City Sources														
Scope:	<p>In 2016 Telus will double the cost of essential connection services between City Hall and some City facilities. This project is to replace the Telus fibre that currently runs to the Fire Hall #6, South Arm Community Centre, RCMP Community Police Office, Watermania and Ice Centre with city-owned fibre. This is enterprise work and the facilities listed require a fibre connection to the City. Costs include design, remediation of existing potential conduit, laying of conduit, pulling of fibre and terminations.</p> <p>In addition, running City fibre to the various facilities can reduce current telephone costs by 60%. The funding for telephone services are currently provided in facility budgets. As the service via fibre would be provided by IT, it would be necessary to move the funding (40% of current costs) to the IT Division budget. This project, once complete (2012 to 2015), has a 7 year payback.</p> <p>Running Fibre to the facilities would result in the following:</p> <table><tr><td></td><td>Project Connection Costs</td><td>Telephone</td></tr><tr><td>Current</td><td>\$29,540</td><td>\$35,672</td></tr><tr><td>Post 2015</td><td>\$73,200</td><td>\$35,672</td></tr><tr><td>Proposal (fibre)</td><td>\$6,000</td><td>\$14,269</td></tr></table>				Project Connection Costs	Telephone	Current	\$29,540	\$35,672	Post 2015	\$73,200	\$35,672	Proposal (fibre)	\$6,000	\$14,269
	Project Connection Costs	Telephone													
Current	\$29,540	\$35,672													
Post 2015	\$73,200	\$35,672													
Proposal (fibre)	\$6,000	\$14,269													
															

Program:	Equipment Program	Sub-program:	Computer Capital/Software
Project Name:	Existing Operational Application Software Funding	Submission ID	4740
Location:	City Hall		
Cost:	\$200,000	OBI:	\$0
Funding Sources:	City Sources		
Scope:	<p>This is the annual operational funding for existing application software that is used by all City departments to provide desktop software upgrades, ensuring that systems remain operational. It is also used for funding replacement of our existing desktop application software to ensure continuation of current services.</p> <p>The recent adoption of Tangible Capital Asset system has now necessitated including this type of equipment in the capital program whereas it was previously included in the operating program. The requested funding amount is the same amount previously included in the operating budget.</p> 		

Program:	Equipment Program	Sub-program:	Computer Capital/Software
Project Name:	Windows 7 / Office 2007 Infrastructure	Submission ID	4874
Location:	City Hall		
Cost:	\$375,000	OBI:	\$0
Funding Sources:	City Sources		
Scope:	<p>The desktop system is being upgraded significantly from Windows 2000/Office 2000 to Windows 7/Office 2007. That significant change necessitates back-end upgrades. This ensures operational enterprise desktop systems effectiveness for all City departments to carry out their day to day operations.</p> <p>The following require significant remediation to work with Windows 7:</p> <ul style="list-style-type: none">- P/Y Drive (Re-work integration between applications and storage) \$100K- Templates/Macros (Approx. 800 remain out of 1300) \$75K- Telephone/Voicemail/Desktop Integration \$100K- Rework/upgrade of non-compatible existing line of business applications \$100K		



Program:	Equipment Program	Sub-program:	Fire Dept Vehicles
Project Name:	Fire Vehicle Replacement Reserve Purchases	Submission ID	850

Location: Fire-Rescue

Cost: \$818,000

OBI: \$0

Funding Sources: City Sources

Scope: Emergency vehicle (Unit 613) requires replacement, which takes approximately 18 months from date of order to deployment.

Estimated replacement cost is \$818,000 CDN.



Program:	Equipment Program	Sub-program:	Miscellaneous Equipment
Project Name:	Fire Equipment Replacement	Submission ID	4442

Location: Fire-Rescue

Cost: \$95,142

OBI: \$0

Funding Sources: City Sources

Scope: Equipment replacement:
Air cylinders (SCBA) - 55 units (\$70,500)
Fire fighting hose 30 lengths (\$15,682)
Thermal Imaging Cameras (\$8,960)



Program:	Equipment Program	Sub-program:	Miscellaneous Equipment
Project Name:	Fire Training Site	Submission ID	4676
Location:	Fire-Rescue		
Cost:	\$200,000	OBI:	\$35,500
Funding Sources:	City Sources		

Scope:

The scope of work includes:


- installation of a modular fire training structure and classroom
- installation of training props such as fire hydrants, gas valves and electrical power lines
- development of a emergency vehicle driver obstacle course




Program:	Equipment Program	Sub-program:	Miscellaneous Equipment
Project Name:	Library Book Purchases	Submission ID	4924
Location:	Library		
Cost:	\$1,160,000	OBI:	\$0
Funding Sources:	City Sources		


Scope: This project entails the purchasing, cataloguing and processing of books, DVDs, and CDs. It covers the costs of acquiring the material and getting it to the shelf ready for customers to take it out. Components include purchase of the material including freight costs, plus the cost of cataloguing, processing and reinforcement of book bindings as necessary.



Program:	Equipment Program	Sub-program:	Miscellaneous Equipment
Project Name:	Parking Pay Station - Replacement	Submission ID	4682
Location:	Various		
Cost:	\$208,750	OBI:	\$0
Funding Sources:	City Sources		
Scope:	Acquire and install pay stations. 2012 - \$208,750 2013 - \$328,750		
This initiative will occur over a two-year period.			
			

Program:	Child Care Program	Sub-program:	Child Care
Project Name:	Child Care Projects- City Wide	Submission ID	4873
Location:	Various		
Cost:	\$50,000	OBI:	\$0
Funding Sources:	City Sources		
Scope:	To ensure sufficient funding is available to administer the City's Child Care grant program.		




Program:	Child Care Program	Sub-program:	Child Care
Project Name:	Hamilton Child Care Facility	Submission ID:	4871
Location:	23591 Westminster Highway		
Cost:	\$400,000	OBI:	\$25,100
Funding Sources:	City Sources		
Scope:	<p>The purpose of this request is to transfer funds from the City Wide Child Care Reserve to Projects, thereby enabling the City to respond when opportunities arise for future child care facility development (e.g. contributing to land acquisition costs, construction costs, or related expenses).</p> <p>The total amount of the transfer may cover additional capital expenses related to:</p> <p>Project 1: TransLink Development, Hamilton Child Care Facility One-storey, 3,400 square foot modular building. Total Estimated Cost: \$1,103,126.00</p> <p>Project 2: Capital expenses to be determined as other City wide child care facility development projects arise.</p>		
			

Program:	Child Care Program	Sub-program:	Child Care
Project Name:	West Cambie Child Care Facility	Submission ID	4869
Location:	4033 Stolberg		
Cost:	\$700,000	OBI:	\$0
Funding Sources:	City Sources		
Scope:	<p>The purpose of this request is to transfer funds from the West Cambie Child Care Reserve Fund to Projects, thereby enabling the City to respond when opportunities arise for development of child care facilities in West Cambie (e.g. contributing to land acquisition costs, construction costs, or related expenses). This will ensure that sufficient funding is available for the re-payment of the West Cambie Inter-fund transfer to cover the City's financial contribution towards the development of the child care in the Remy development.</p>		
			

Program:	Internal Transfers/Debt Payment	Sub-program:	Internal Repayments
Project Name:	Parkland Acquisition Repayment	Submission ID	929 and 4949
Location:	As per Parks DCC land acquisition plan.		
Cost:	\$4,750,000 (City Wide) \$746,258 (West Cambie)	OBI:	\$0
Funding Sources:	DCC and City Sources		
Scope:	Acquisition of land as prioritized in the Council approved 2009 Park Land Acquisition strategy for the purposes of creating or completing parks and open spaces to meet the needs of the city's growing population. The funding is typically allocated to an acquisition or acquisitions by year end.		

Northeast Bog Forest Scale NTS 2011 Photo



Program:	Internal Transfers/Debt Payment	Sub-program:	Internal Repayments
Project Name:	River Rd/North Loop (2005) Repayment	Submission ID	2301

Location: Finance

Cost: \$200,000

OBI: \$0

Funding Sources: DCC

Scope: A total of \$18M is to be repaid from Roads DCCs to Surplus over 19 years.
The loan amortization schedule is:

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)	(6,424,883)
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	14,059,333	(200,000)	(482,200)	282,200
8	2013	14,059,333	(100,000)	(492,077)	392,077
9	2014	14,451,410	(1,317,000)	(505,799)	(811,201)
10	2015	13,640,209	(1,685,056)	(477,407)	(1,207,649)
11	2016	12,432,560	(1,685,056)	(435,140)	(1,249,916)
12	2017	11,182,644	(1,685,056)	(391,393)	(1,293,663)
13	2018	9,888,981	(1,685,056)	(346,114)	(1,338,942)
14	2019	8,550,039	(1,685,056)	(299,251)	(1,385,805)
15	2020	7,164,238	(1,586,746)	(250,748)	(1,335,998)
16	2021	5,828,240	(1,586,746)	(203,988)	(1,382,758)
17	2022	4,445,483	(1,586,746)	(155,592)	(1,431,154)
18	2023	3,014,329	(1,586,746)	(105,501)	(1,481,245)
19	2024	1,533,084	(1,586,746)	(53,658)	(1,533,088)



Program:	Internal Transfers/Debt Payment	Sub-program:	Internal Repayments
Project Name:	Shovel - Ready Grant (2009) Repayment	Submission ID	3777
Location:	Finance		
Cost:	\$77,263	OBI:	\$0
Funding Sources:	DCC		

Scope:

The total amount borrowed in 2009 was \$626,666 and is to be repaid over 10 years beginning in 2010.

The 2012 payment of \$77,263 is the 3rd 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:	Transfer to Operating
Project Name:	Affordable Housing Operating Reserve	Submission ID	4946
Location:	Various		
Cost:	\$30,000	OBI:	\$0
Funding Sources:	City Sources		
Scope:	These funds are used to support affordable housing such as legal fees, consulting etc.		



Program:	Internal Transfers/Debt Payment	Sub-program:	Transfer to Operating
Project Name:	Public Art Program	Submission ID	3893
Location:	Various		
Cost:	\$503,398	OBI:	\$10,000
Funding Sources:	City Sources		
Scope:	<p>The scope of work consists of a variety of public art projects. The following are proposed projects (with estimated costs) which may change during the project's duration based on the Public Art Program's consideration of public art opportunities and priorities and private development funding.</p> <p>For Community Public Art Projects, with funds from previously received contributions by private developers deposited to the Public Art Reserve, \$100,000 Total, as follows:</p> <ul style="list-style-type: none">- City streets, parks and buildings: \$10,000- Community public art projects: \$30,000- Community education and promotion of the public art program: \$15,000- Collaboration on educational opportunities with the Richmond Art Gallery, Media Lab, Cultural Centre and Richmond Museum: \$15,000- Pursuing community public art partnerships as they arrive: \$20,000- Prepare public art opportunities as part of major City initiatives: \$10,000 <p>For the Private Development Program, from Developer Contributions received and deposited to the Public Art Reserve for implementation of projects integrated with new development, on either private lands or City controlled land, with the expectation that the majority will be on City controlled sites (parks, streets, greenways) with a majority located in the City Centre, \$403,398, as follows:</p> <ul style="list-style-type: none">- KKBL No 430 Ventures, 8731 Anderson Rd: \$96,038- Toyu Development, 7751 Bridge St: \$17,575- Polygon Wishing Tree, 9651 Alexandra Rd: \$111,864- Esperanza Homes, 9388 Odlin Rd: \$123,500- Interface Architecture, 12351 No. 2 Rd: \$34,250- Towards administration of the program (based on 5% from developer contributions, as per Policy 8703) to Public Art Provision: \$20,170		
			

Program:	Internal Transfers/Debt Payment	Sub-program:	Transfer to Operating
Project Name:	Tree Planting Program	Submission ID	2865
Location:	Various		
Cost:	\$50,000	OBI:	\$6,000
Funding Sources:	DCC and City Sources		
Scope:	<p>Planting of trees at various parks, open space, and streets within the City and purchasing of tree "whips" (young unbranched trees) and growing them in the City's nursery. This result in significant cost savings compared to purchasing more mature trees from a supplier.</p> <p>The program schedule for planting normally takes place between March - May or October - November. Annually.</p>		



Program:	Internal Transfers/Debt Payment	Sub-program:	Debt Repayment
Project Name:	T1368/1369 - No. 2 Road Bridge	Submission ID	699

Location: Finance

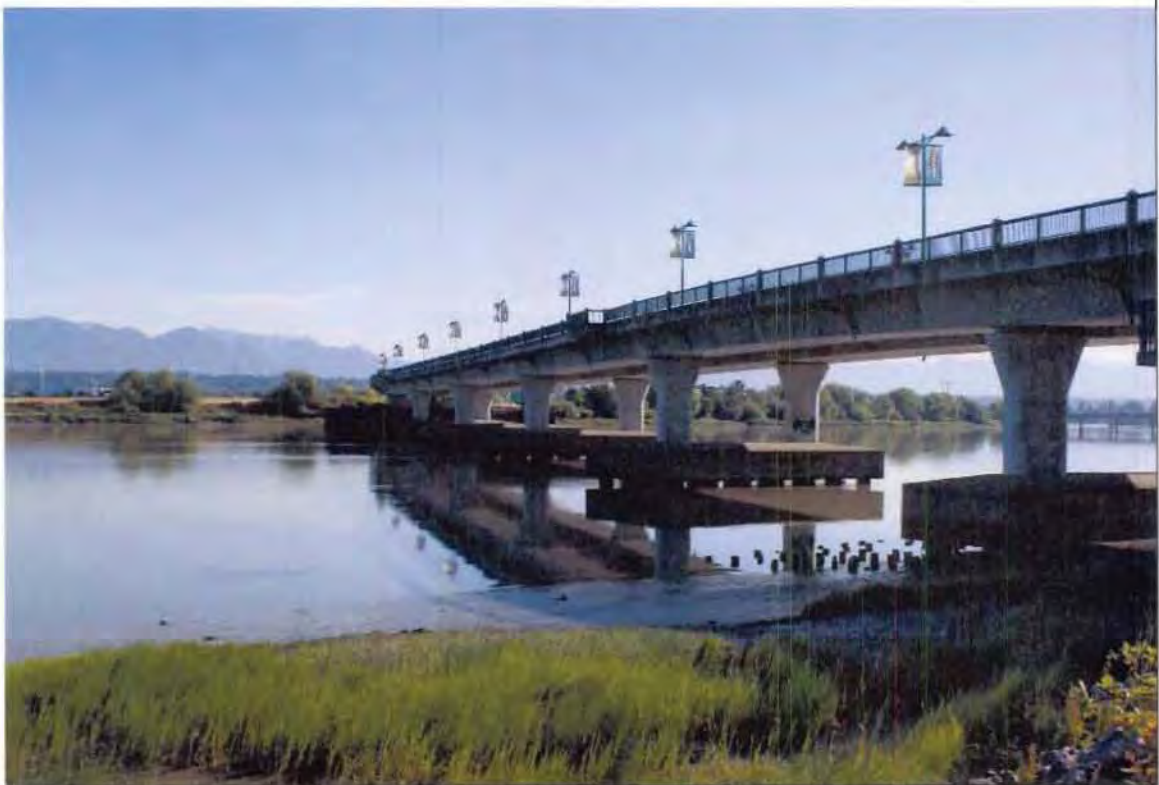
Cost: \$2,030,000

OBI: \$0

Funding Sources:DCC

Scope: The \$17.6M debt is being repaid over 20 years beginning in 1994 and completing in 2013.

The 2012 payment amount is \$2,030,000





City of Richmond

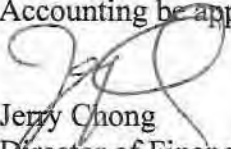
Report to Committee

To: Finance Committee
From: Jerry Chong
Director of Finance
Re: 2012 Operating Budget

Date: January 10, 2012
File:

Staff Recommendation

That the 2012 Operating Budget as presented in the attached report by the Manager of Budgets & Accounting be approved.


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

FOR ORIGINATING DEPARTMENT USE ONLY		
CONCURRENCE OF GENERAL MANAGER		
		
REVIEWED BY TAG	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
REVIEWED BY CAO	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

Staff Report

Origin

The proposed 2012 Operating Budget ("Budget") is the starting point for updating the 5 Year Financial Plan ("5 YFP") and the 2012 property tax rates and fees. Under the Community Charter ("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. Therefore under these requirements, staff projected all expenditures to the best of their ability in order to ensure that amounts have been included in the City's financial plan and protecting Council from incurring a deficit.

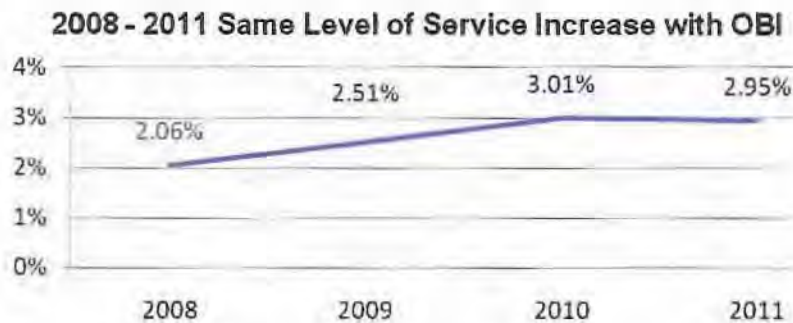
In preparing the budget, staff followed item one in Council's Long Term Financial Management Strategy Policy (LTFMS) (Policy 3707), *"Tax increases will be at Vancouver's CPI rate (to maintain current programs and maintain existing infrastructure at the same level of service) plus 1.0 % towards infrastructure replacement needs."* Infrastructure could include items such as community centers, fire halls, civic buildings, etc. The costs in providing programs while maintaining the same level of service has increased as the City and community grows. Municipal expenditures for such items as union negotiated collective agreements and non-discretionary items; i.e. policing services, asphalt, regional utility costs and materials increased at a rate more than the Consumer Price Index (CPI). These increases in conjunction with the fact that a significant portion of City revenues do not increase at the same rate as expenditures, result in a challenging budgeting process and staff must look for efficiencies and innovative ways to deliver services.

Analysis

Staff were directed to bring forward a budget that met Council's policy in maintaining that any tax increase would not exceed Vancouver's CPI rate, factor in an additional 1% levy towards infrastructure replacement needs, and provide a breakdown of discretionary and non-discretionary increases.

The City was not immune to the recession that occurred over the last few years and sources of revenues were negatively impacted. Revenues subsequently recovered to pre-recession levels, however in 2009 Council was required to make difficult decisions in balancing the budget. These decisions included reductions in exempt and unionized staffing complements, which resulted in reductions of service levels for City services such as street sweeping, building permit inspections, tax clerks, parks and boulevard plantings and business liaison. In addition, although the City continues to face retirement in the workforce, it was decided to delay filling some of the current vacant positions. As a result of these prudent decisions, Council delivered an Operating Budget including additional levels of service with a tax increase of 3.45% and 2.95% respectively for 2010 and 2011). These tax increases were amongst the lowest in the Lower Mainland. Council approved the 5 Year Financial Plan (2011-2015) Bylaw 8568 which forecasts a tax increase of 3.10% for 2012. However, for 2012 budget year staff are recommending an even lower tax increase of 1.70% for the same level of service in order to meet Council's LTFMS. In addition to the same level of service increase, there are ongoing costs or operating budget impacts associated with recommended capital projects of .16% and a 1% levy for

infrastructure replacement needs as required by the LTFMS. In order to balance the budget without any reduction to service levels and programs, \$500,000 of prior years surplus was required.



It should be noted that development activity does not translate into additional tax growth immediately. New tax growth estimates are based on “non-market change” figures provided by BC Assessment. 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 determine the value of all new developments under construction by percentage of completion by November 30th of 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. Based on the above, staff are confident that growth will materialize in future years, therefore minimizing the tax impact.

For 2012, the following assumptions and forecasts have been utilized in preparing the Budget:

Table 1 - Assumptions

Key Financial Drivers/Indicators	Preliminary 2012 Budget Assumptions
Consumer Price Index	1.70%
Municipal Price Index (For comparative purposes only)	3.23%
Salaries and fringe benefits	Estimate
Electricity	Based on contracts and usage- 8.00% approx.
Natural Gas	2.00%
RCMP Contract increase	3.40%
Increase in user fees	2.00%
Return on investments	2.50%
Growth (tax base)	1.47%

The Budget has also been prepared taking into consideration

1. The existing service levels of 2011
2. The principles of the Long Term Financial Management Strategy (Attachment 5)

The demand for City services has increased annually and this is reflected in the following statistics:

Table 2 – Demand for City Services

	2008	2009	2010	2011 Est.	2012
Population Growth (per annum)	1.20%	1.50%	1.40%	1.10%	1.20%
Capital Construction Costs (\$mil)	\$147.83	\$63.90	\$152.95	\$75.16	\$63.69
Registration in Recreation Programs*	109,789	113,396	128,622	122,784	128,923
RCMP Calls for Services	77,876	82,767	84,658	72,423	75,000
Fire Rescue Responses	8,989	9,240	9,048	9,141	9,164
Public Works Calls for Services	6,334	12,554	13,664	13,332	13,800

**year over year drop due to a change in recording facility rental uses with the conversion to new software*

The City of Richmond has tried to maintain a value proposition by offering excellent services while maintaining relatively low taxes (Attachment 4).

In comparison to other municipalities the City has tried to balance its business tax structure in this manner.

Comparison of average residential property taxes to business taxes

Table 3 – Residential Taxes and Business Ratio

	2011 Average Residential Property Taxes	2011 Business to Residential Tax Ratio
Richmond	\$1,309	3.7
Vancouver	\$1,867	4.3
Burnaby	\$1,424	3.9
Surrey	\$1,166	3.1

Staff are aware of the tax burden that is faced by the average Canadian household. Based on information obtained from the Fraser Institute in their "2011 Canadian Consumer Tax Index" published on April 19, 2011, the average household incurs 41.32% of their average income on taxes.

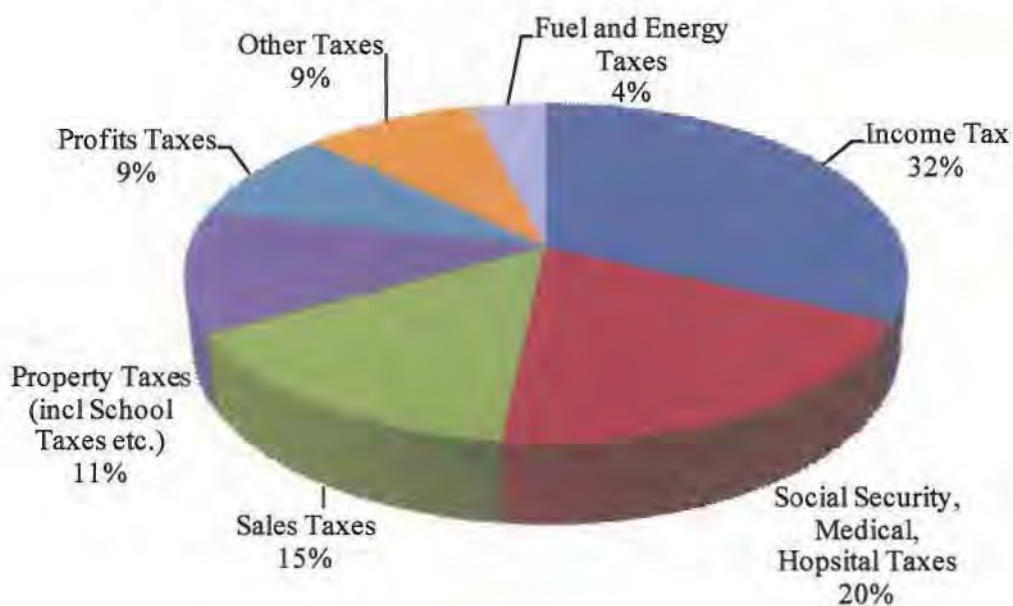
However it should be noted that only 4.75 % of this is for property taxes, of which approximately more than half (51%) is for taxes collected on behalf of the Province including school taxes and TransLink taxes.

Table 4 – Taxes as a proportion of average total income

	Amount	% of Income	% of Tax
Total Cash Income	\$72,393	100.00%	-
Income Taxes	9,594	13.25%	32.07%
Social Security, Medical, Hospital Taxes	5,873	8.11%	19.63%
Sales Taxes	4,532	6.26%	15.15%
Property Taxes (incl. School Taxes etc.)	3,436	4.75%	11.49%
Profits Taxes	2,628	3.63%	8.79%
Other Taxes	2,698	3.73%	9.02%
Fuel and Energy Taxes	1,152	1.59%	3.85%
Total Taxes	\$29,913	41.32%	100.00%

Source: Fraser Institute in their "2011 Canadian Consumer Tax Index"

Average Household's Percentage of Tax



2012 Operating Budget

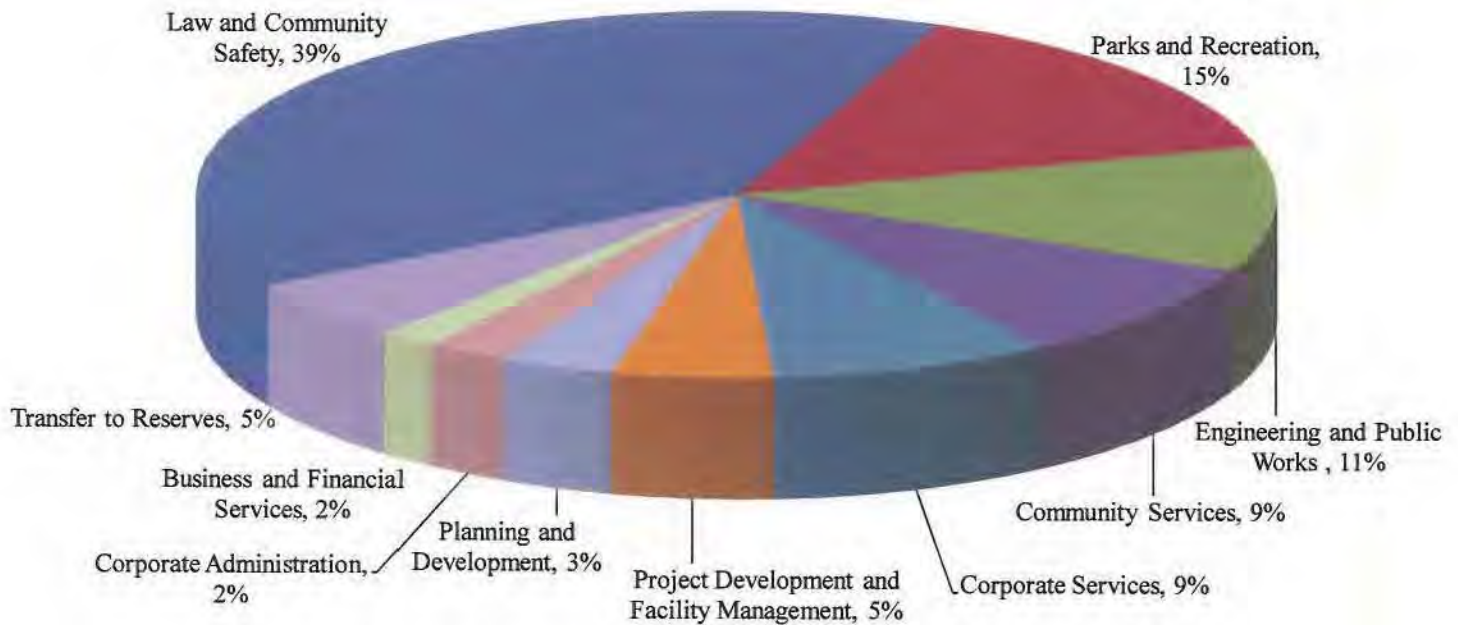
The proposed 5 Year Financial Plan (2012-2016) tax increase for 2012 is 1.86%. The Proposed 2012 Budget indicates that additional funding in the amount of \$2.7M for the same level of service is required in order to balance the budget. Staff have reviewed different alternatives in order to balance the budget and given the past reductions in staffing and associated service levels did not want to compromise the future service level requirements of current and future taxpayers. Therefore a strategy of reductions and use of prior years accumulated surplus has been utilized. The reductions, as explained on the following table, have impacts attached to them however staff believe that these impacts are mitigated through flexibility with future expenditures. Pursuant to Council's LTFMS policy, staff have proposed an additional 1% levy for infrastructure replacement needs. Additional costs imposed on the City as a result of mandatory senior government policy that were absorbed by the City in 2012 include increases in Canada Pension Plan and Employment Insurance rates. These costs totalled approximately \$0.25M.

The estimated growth figures including the entire City Centre exempted properties (\$0.91M) is approximately \$2.64M. However, pursuant to Council's direction to mitigate the tax impact, the following has been done: 1/3 of the growth from the City Centre exempted properties has been added back to all business and light industrial properties, 1/3 has been allocated to the all other remaining tax classes and 1/3 has been funded by the Appeals Provision account, which results in net new growth of \$2.36M.

Table 5 - Operating Budget Summary

	\$	%	Cumulative Tax %
Proposed Budget - Net Increase	6,315,689	3.91%	3.91%
Recommended reductions			
Prior years accumulated surplus	(500,000)	(0.31%)	3.60%
Delayed replacements / hiring's	(71,448)	(0.04%)	3.56%
Other operating expense (Supplies, Contract, telephone etc.)	(637,041)	(0.39%)	3.17%
	5,107,200	3.17%	3.17%
Estimated Growth	(2,364,594)	(1.47%)	1.70%
Same level of service Increase (Attachment I)	2,742,606	1.70%	1.70%
2012 OBI	263,733	0.16%	1.86%
Net Expenditure Increase After Growth and OBI	3,006,339	1.86%	1.86%
Additional 1% Levy- infrastructure replacement	1,613,400	1.00%	1.00%

2012 Proposed Operating Budget



For the 2012 Budget, the significant non-discretionary drivers that impact the City are:

Table 6- 2012 Operating Budget Significant Non-Discretionary Drivers and Related Tax Impact:

Items:	Amount	Tax Impact
Salary Increase	2,600,700	1.61%
Oval Contribution (funded from surplus in 2011)	1,500,000	0.93%
RCMP Contract Increase	1,063,200	0.64%
Transfer to Reserve (funded from surplus in 2011)	1,000,000	0.62%
Leased / Monthly Vehicles – fuel/insurance	319,700	0.20%
Asphalt Capping	169,000	0.11%
Watermania Lease	127,000	0.08%
Debt Reduction	(414,300)	(0.26%)
Net Other (User fees, other revenue increases and expense increases/decreases)	(1,258,100)	(0.76%)
Net Increase Before Growth & 2012 OBI	\$ 5,107,200	3.17%

Note: There are no discretionary increases.

2012 Operating Budget Impact (OBI)

The total OBI relating to the recommended projects is \$297,184. Of this amount, \$33,451 is associated to utility projects and will be funded by provisions in 2012. The net impact of \$263,733 in OBI results in a property tax impact of 0.16%.

There is also a 3rd year of the OBI relating to the 2010 capital projects amounting to \$170,000 are included in the 2012 operating base budget .

Some of the major components of the \$297,000 OBI related to the 2012 capital projects are:

- The Gardens Agricultural Park – OBI of \$60,000. The OBI consists of \$48,000 for associated labour costs such as park design and maintenance and \$12,000 for materials and equipment.
- Fire Training Site – OBI of \$35,500. The \$35,500 is for materials and equipment to maintain the fire training site such as sewage holding tank, utility costs for gas and hydro, janitorial supplies and site maintenance.
- Hamilton Child Care Facility – OBI of \$25,100. The \$25,100 is for building maintenance and repairs including \$5,700 for pump maintenance.
- Oval West Waterfront Park - Phase 1 – OBI of \$21,000. The OBI consists of \$14,700 for associated labour costs for parks maintenance and \$6,300 is for materials and equipment.
- Terra Nova – Play Environment – OBI of \$20,000. The OBI consists of \$14,000 for labour costs for parks maintenance and \$6,000 for materials and equipment.

Additional Level Requests

TAG have reviewed the additional level requests (Attachment 3) and have classified the requests as high, medium or low based upon order of priority for Councils review. Staff are only recommending the City Grant program based on the direction received from Council at the July 25, 2011 Council Meeting, where the City Grant Program Review report was adopted on consent. Staff recommended establishing three distinct components of the City Grant Program, as follows: Health, Social & Safety (HSS); Arts, Culture and Heritage (ACH); Parks, Recreation and Community Events (PRCE). The total 2012 operating budget allocation for the three components of the City Grant Program is \$733,306 with an additional level requirement of \$190,784 (0.12% tax increase)

Financial Impact

The proposed 2012 Operating Budget, results in an increase of \$2.7M in net expenditures (1.70% tax increase) for the same level of service plus \$0.26M (0.16%) for OBI and \$0.19M (0.12%) for proposed additional level requests which results in a tax increase of 1.98%. An additional 1% levy for infrastructure replacement needs has also been proposed.

	\$	%	Cumulative Tax %
Same level of service Increase	2,742,606	1.70%	1.70%
2012 OBI	263,733	0.16%	1.86%
Net Expenditure Increase After Growth and OBI	3,006,339	1.86%	1.86%
Proposed additional level	190,784	0.12%	1.98%
Proposed net increase	3,197,123	1.98%	1.98%
<i>Additional 1% Levy- infrastructure replacement</i>	<i>1,613,400</i>	<i>1.00%</i>	<i>1.00%</i>

Conclusion

Staff recommends that Council adopt the 2012 Budget net expenditure increase of \$4.81M. The net expenditure increase based on information provided in the Completed Roll will amount to an estimated average tax increase of \$54.39 for an average residential home assessed at \$697,274. This is an increase of \$91,382 from the 2011 average of \$605,892. A property's tax change will vary depending on whether that property's assessment, as provided by BC Assessment was higher or lower than the average overall increase in assessment values. In 2012, residential properties in the City of Richmond increased in value by approximately 17%. If an assessment increase was higher than average, the property tax increase will be higher than the approved tax increase. If a property assessment increase was lower than the average increase, then the property tax increase will be lower than the approved tax increase given, and in some cases may be less than the previous year's taxes.



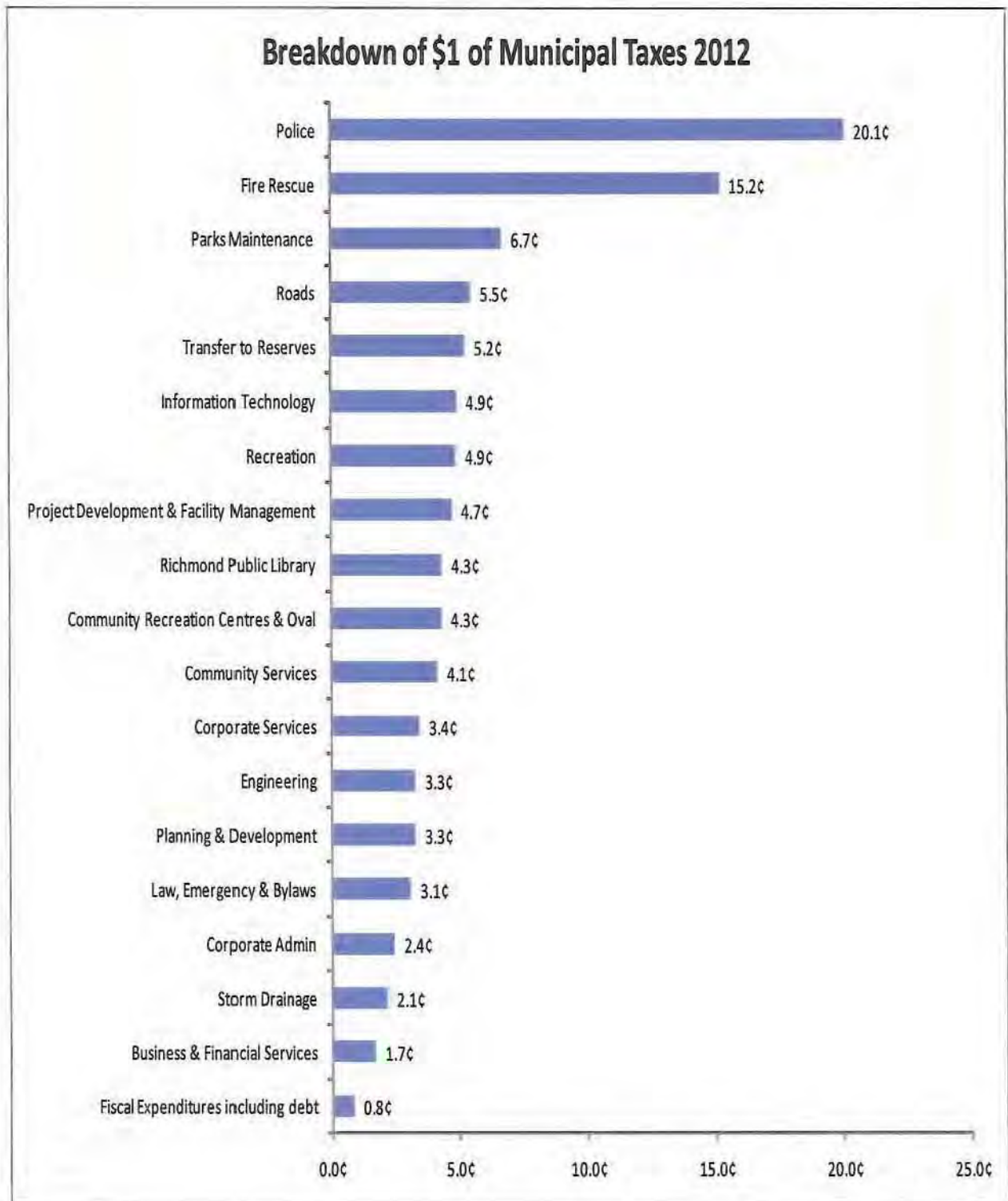
Nashater Sanghera,
Manager of Budgets and Accounting
(604-276-4628)
NS:ns

Attachment 1
2012 Same Level of Service

Department	2011 Adjusted Budget	2012 Proposed Budget	Change \$	Change %	Tax Impact
<u>Law and Community Safety</u>					
Revenue/Transfers	8,839,200	8,874,800	35,600	0.4%	
Expenditures	(76,956,400)	(79,522,100)	(2,565,700)	3.3%	
	(68,117,200)	(70,647,300)	(2,530,100)	3.7%	1.57%
<u>Parks and Recreation</u>					
Revenue/Transfers	7,654,400	7,703,100	48,700	0.6%	
Expenditures	(32,839,200)	(33,774,200)	(935,000)	2.8%	
	(25,184,800)	(26,071,100)	(886,300)	3.5%	0.55%
<u>Engineering and Public Works</u>					
Revenue/Transfers	17,480,300	18,640,700	1,160,400	6.6%	
Expenditures	(37,118,400)	(38,641,100)	(1,522,700)	4.1%	
	(19,638,100)	(20,000,400)	(362,300)	1.8%	0.22%
<u>Community Services</u>					
Revenue/Transfers	3,217,900	3,451,800	233,900	7.3%	
Expenditures	(18,206,100)	(19,008,200)	(802,100)	4.4%	
	(14,988,200)	(15,556,400)	(568,200)	3.8%	0.35%
<u>Corporate Services</u>					
Revenue/Transfers	130,000	130,000	-	0.0%	
Expenditures	(15,299,100)	(15,454,900)	(155,800)	1.0%	
	(15,169,100)	(15,324,900)	(155,800)	1.0%	0.10%
<u>Project Development and Facility Management</u>					
Revenue/Transfers	3,050,000	3,050,000	-	0.0%	
Expenditures	(11,652,500)	(11,714,300)	(61,800)	0.5%	
	(8,602,500)	(8,664,300)	(61,800)	0.7%	0.04%
<u>Planning and Development</u>					
Revenue/Transfers	4,851,400	5,200,600	349,200	7.2%	
Expenditures	(10,771,000)	(11,192,400)	(421,400)	3.9%	
	(5,919,600)	(5,991,800)	(72,200)	1.2%	0.04%
<u>Corporate Administration</u>					
Revenue/Transfers	-	-	-	0.0%	
Expenditures	(4,342,200)	(4,463,500)	(121,300)	2.8%	
	(4,342,200)	(4,463,500)	(121,300)	2.8%	0.08%
<u>Business and Financial Services</u>					
Revenue/Transfers	3,891,700	3,957,800	66,100	1.7%	
Expenditures	(6,929,800)	(7,025,000)	(95,200)	1.4%	
	(3,038,100)	(3,067,200)	(29,100)	1.0%	0.02%

Department	2011 Adjusted Budget	2012 Proposed Budget	Change \$	Change %	Tax Impact
<u>Fiscal</u>					
Revenue/Transfers	219,627,800	219,009,000	(618,800)	(0.3%)	
Expenditures	(45,983,600)	(44,684,900)	1,298,700	(2.8%)	
	173,644,200	174,324,100	679,900	0.4%	(0.42%)
<u>Transfer to Reserves</u>					
Revenue/Transfers	20,866,900	19,866,900	(1,000,000)	(4.8%)	
Expenditures	(29,511,300)	(29,511,300)	-	0.0%	
	(8,644,400)	(9,644,400)	(1,000,000)	11.6%	0.62%
Revenue/Transfers	289,609,600	290,182,700	275,100	0.1%	
Expenditures	(289,609,600)	(294,991,900)	(5,382,300)	1.9%	
Net Increase	-	(5,107,200)	(5,107,200)		3.17%
Estimated Growth 2012			2,364,594		(1.47%)
Same level of service increase			(2,742,606)		1.70%

ATTACHMENT 2



ATTACHMENT 3

2012 ADDITIONAL LEVEL REQUESTS

Division	Description	Total Amount Requested \$	Amount Recommended by TAG \$
HIGH PRIORITY			
RECOMMENDED			
Social Planning	At the July 25, 2011 Council Meeting, the City Grant Program Review report (Redms # 3245549) was adopted on consent. Staff recommended establishing three distinct components of the City Grant Program, each with its own budget line. The total allocation recommended for each category for 2012 was as follows: Health, Social & Safety (HSS) \$536,719; Arts, Culture and Heritage (ACH) \$100,000 Parks, Recreation and Community Events (PRCE) \$96,587. The total 2012 operating budget allocation for the three components of the City Grant Program is \$733,306 with an additional level requirement of \$190,784.	190,784	190,784
NOT RECOMMENDED			
Fire	Fire-Rescue has identified that their vehicle reserve is not adequate to ensure funding for current and future vehicle replacements. Some vehicle replacements have already been pushed out to the maximum life of 15 years to keep the reserve intact.	450,000	
RCMP Administration	3 Serious Crime Unit members for the historical unsolved crimes. These cases are of a more serious nature and include homicides, attempted homicides, suspicious deaths, missing persons and other serious crimes. Some of the cases are several decades old and new forensic investigative techniques and the cooperation of previous reluctant witnesses may provide opportunity to clear files.	441,231	
RCMP Administration	An additional member for Professional standards would address the internal human resource matters relating to RCMP members. There is currently one member performing these duties but with a 65% increase in case load over the past few years this is causing a backlog which we are unable to effectively manage with our current staffing complement. In 2007 there were 39 case files, in 2010 there were 60 case files. Some of these cases are complicated requiring multiple investigations. Professional Standards is now responsible for overseeing this disclosure maintaining up to date records, forwarding and receiving required discipline documents for submission to Crown Counsel.	147,077	
Fleet	As outlined in a reserve review conducted by MMK Consulting in 2008, the fleet reserve annual funding contribution should be increased to approximately \$3 million to avoid depleting the reserve while managing vehicle replacements. Current reserve funding is \$1.6 million and this submission represents an additional level increase of \$100K in 2012.	100,000	

Division	Description	Total Amount Requested \$	Amount Recommended by TAG \$
Energy Management	To establish an on-going base operating budget to carry out energy management projects to achieve the results as envisioned by Council when it endorsed the Corporate Sustainability Framework and targets. Consultant fees are required for policy development for Energy Management. Examples of policies include enabling home energy retrofit to be financed through property taxes; improvement to green building requirements beyond LEED Silver; establishing corporate energy and greenhouse gas reduction.	50,000	
MEDIUM PRIORITY			
Fire Administration	This request is for fire hall grounds maintenance. The City has 7 fire halls that require regular maintenance to prevent loss and damage of the landscaping features, fire hall structures, paved areas and to present a clean, safe, and aesthetically pleasing community presence. Fire halls that are maintained contribute to a City that is appealing and liveable.	50,000	
Law	This request is to hire an additional lawyer. The traditional areas of legal services have become more challenging and complex. Furthermore legal services are being requested for a greater range of City matters. Some litigation, procurement or complex legal opinions require the exclusive or near exclusive focus of a particular in-house lawyer for the duration of the project thereby preventing him or her from otherwise providing the broader legal support and services expected by in-house counsel.	190,591	
RCMP Administration	Computer Services is requesting an additional person. The strength of RCMP members has increased over the past several years but the municipal employees have remained constant. It is now necessary to increase municipal staff to handle the workload generated by the members. Computer Services is requesting the creation of an additional position.	91,014	
RCMP Administration	Plain Clothes Support would be utilized to assist the 49 police officers that require clerical support. Duties include preparation of information packages for court, transcription of statements, and maintaining data banks of persons of interest.	61,939	

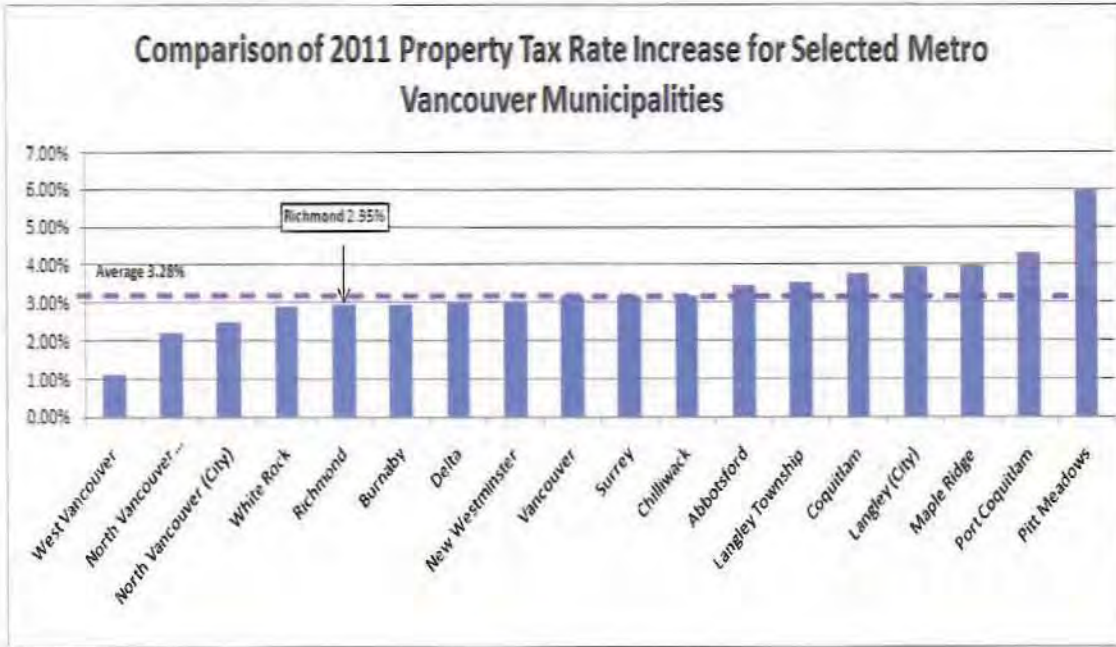
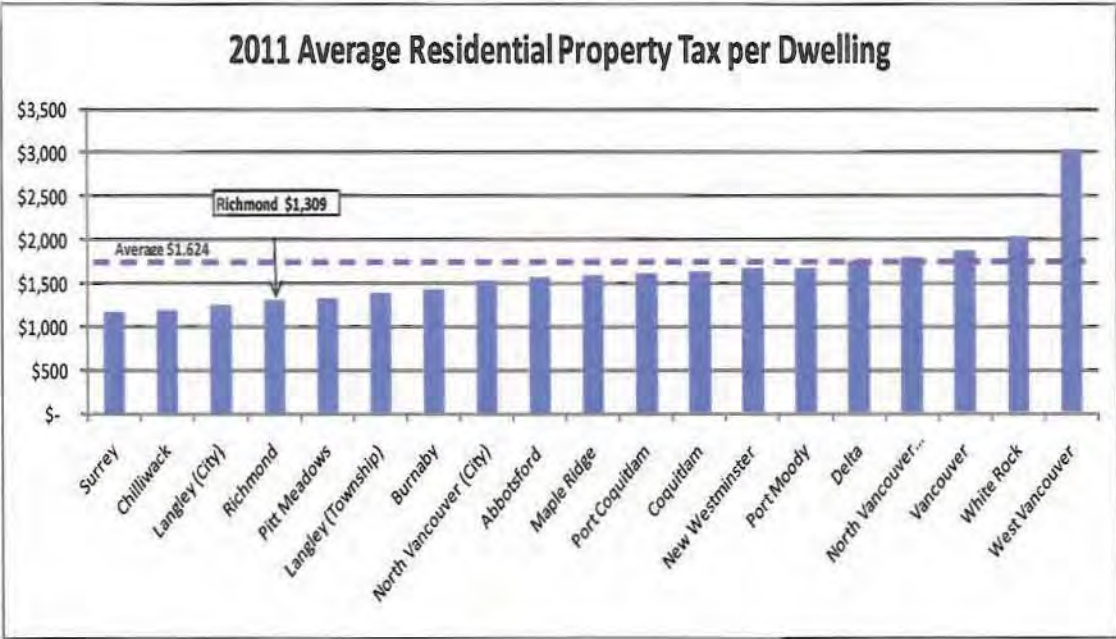
Division	Description	Total Amount Requested \$	Amount Recommended by TAG \$
Citywide Special Events	Additional Special Event Funding is requested. Over the past several years the number of special and community events have increased in both frequency and scope. Special event funding in Parks and Recreation Services is no longer adequate to serve the needs and an increase in the baseline budget is requested. Policing, traffic and safety costs increase each year as do the equipment and labour costs. We continue to develop our volunteer base but there is still a need for support from the City for many of the events. Given Richmond's ever increasing reputation as an international destination we can only anticipate that the need for expertise and capacity for special events will continue to increase and it is in the City's best interest to take this opportunity to encourage the growth of new signature events.	50,000	
Parks Additional Programs & Grants	The bylaw adopted by Council banning the use of pesticides on non ALR land has had a significant impact on both the methodology and on the financial cost of maintaining effective weed control with traditional pesticides. Additional funding is necessary if we are to maintain the current service level and the standards of maintenance in effect prior to passage of the bylaw.	200,000	
Community Services Administration	To establish a RFT Department Associate 2 position. Currently a position is staffed by auxiliary hours, but since the funding is not secured and the position is temporary, it is challenging to keep trained staff in the position. There is an increased demand on the support staff for the department in their support of 20 managers and 15 coordinators. The admin support level of this Department is less than other City Departments.	57,103	
Cultural Center Admin.	Currently, the budget only allows for one Attendant during the day (Mon-Fri) and does not account for extending the facility's hours on Saturdays for programming and events. On Saturdays, an extra Attendant shift is often needed because of an increase in participation at the arts centre. All other recreation facilities have two attendants to manage the volume of customer service needs. The arts centre is below this standard.	27,100	
Energy Management	Establish an on-going base operating budget to carry out energy management projects to achieve the results as envisioned by Council when it endorsed the Corporate Sustainability Framework and targets. This funding would fund five to six detailed energy audits on City assets per year to establish the most effective energy management projects to undertake for the following year.	85,000	
Energy Management	The request is for consultant fees for detailed Establish an on-going base operating budget to carry out energy management projects to achieve the results as envisioned by Council when it endorsed the Corporate Sustainability Framework and targets. This funding would fund ongoing feasibility studies to investigate local renewable energy sources such as sewer, river and ocean heat recovery, wind and solar.	20,000	

Division	Description	Total Amount Requested \$	Amount Recommended by TAG \$
Social Planning	Request for 1 new position - Social Planning and Programs Liaison. Existing staff within the Division are currently working at capacity and have limited ability to take on additional responsibilities or respond to requests from Council and the Community in a timely manner.	99,600	
Social Planning	This is the request for funding for the Child Care Grant program. On July 11, 2011, Council resolved that "staff develop new Terms of Reference for the Child Care Development Grant Program to expand their ability to recommend grants for more than minor capital expenses". Staff are requesting an additional level of \$20K funded from gaming revenue for the Child Care program.	20,000	
Sustainability	Establish a base budget for sustainability, energy and environmental outreach activities within the City's Sustainability Unit. Outreach activities are needed to inform the community of what the City of Richmond is doing. Outreach is also critical for building the necessary awareness and capacity, both internally and externally to gain support for implementing sustainability initiatives. Without adequate resources the City will not be able to meet approved targets.	30,000	
LOW PRIORITY			
Law	This request is for a half time legal assistant. Litigation is becoming more complex and time consuming and the increase in the broader legal support and services expected by in-house counsel is taxing the Division's support staff.	47,977	
Community & Recreation Services Administration	In order to ensure that our programming meets the needs of the community West Richmond Community Centre, Thompson Community Centre, Cambie Community Centre, South Arm Community Centre and Steveston Community Centre all require a modest increase in hours for their Recreation Leader positions. We are requesting funding for an additional 750 hours per year to be allocated between the centres based on individual need. This position is critical in both the interface with the Community Association Programming Teams and in ensuring that programming is appropriate, effective and efficient.	27,691	
Parks Program	The request is for a coordinate position to oversee additional areas of responsibility. Over the past two years, Parks and Recreation has experienced considerable growth and assumed a much larger portfolio with the addition of responsibility for overall management of the Richmond Animal Shelter and oversight of the contractor, RAPS; and responsibility for management of wildlife (Snow Geese, Rabbits, Beavers) and the interface between the community and wildlife which includes components for control, education, protection and stewardship. In addition the Terra Nova Rural park area now has more than 5 buildings and is becoming a centre for promoting agriculture, horticulture, community gardens, stewardship of our wild environment amongst other things.	90,808	

Division	Description	Total Amount Requested \$	Amount Recommended by TAG \$
Social Planning	A new Community Social Services position is required to implement City child care initiatives. In October 2010, regarding the 2009 - 2016 Richmond Child Care Needs Assessment and Strategy, Council resolved that 'in preparation of the Social Planning Strategy, consideration be given to permanently incorporating expertise in child care facility development and early and middle childhood services into City social planning staff capacity'. A new Community Social Services position is required to implement City child care initiatives.	94,696	
Sustainability	New staff position - Sustainability Liaison. The purpose of this request is to create a new regular full time exempt position for providing services for implementing the City's carbon neutral initiative and Sustainability Framework. The Sustainability Framework serves to move the City from a collection of ad-hoc action initiatives to a well-managed approach to sustainability - one that is complete (i.e., addresses all core areas), focuses resources on priorities and integrates action across the corporation.	88,179	
Sustainability	The purpose of this request is to establish a consultancy budget for the City's corporate sustainability services section. The consulting fee serves three core services: corporate sustainability services, environmental sustainability services and energy services.	55,000	
Heritage & Cultural Services	There is insufficient funding to cover the Public Art Assistant's salary. This auxiliary position was created due to increased demands placed on the Public Art Program, administration of multiple projects and the increased demands on the Public Art Planner.	49,296	
Major Events and Film Office	Council Term Goals envision a city that is "vibrant and cultural". The City has become well known for a variety of City-produced festivals and events. Without allocated event funding being pre-set, however, there is a lack of ability to engage in long-term planning for Council-approved festivals and events. The funding requested above ensure that such events, once determined as deserving of annual re-occurrence, will have base funding annually. This allows for the creation of budget, grant application, sponsorship campaigns and other preparatory actions in a reasonable time and with the security of assured partial funding from the City.	200,000	
Corporate Communication	The request is for a Social Media Officer to provide strategic planning, development and implementation of social media strategy, use and shall provide support, training and advise staff engaged in social media use at the departmental level across the organization.	90,000	

Division	Description	Total Amount Requested \$	Amount Recommended by TAG \$
Budgets & Accounting	The request is for a Regular Full Time Capital Analyst position. This position is required under the new accounting standards relating to the reporting to Tangible Capital Assets. This position is to accommodate the additional level of service required to track and report the infrastructure, equipment, land, and facilities assets.	100,000	
Heritage & Cultural Services	The request is to fund the Public Art Planner salary as here are insufficient funds in the Public Art Provision to cover it. Originally, when the Public Art Planner position was created, it was expected that salary would be covered by developer fees (voluntary contribution of 1% to the Public Art program). However, contributions are voluntary and so there is no constant dollar amount going into the Public Art Provision annually particularly because developer contributions and public art projects do not line up year to year.	114,656	
	Total	\$3,128,958	\$190,784

ATTACHMENT 4



ATTACHMENT 5

Policy 3707:

It is Council Policy that:

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 will go directly to the capital reserves, the grants program and a community legacy project reserve.

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.



City of Richmond

Report to Committee

To: Finance Committee
From: Andrew Nazareth
General Manager, Business and Financial
Services

Date: January 10, 2012

File:

Re: City Centre Area Transitional Tax Exemption Bylaw No. 8776 - Referral

Staff Recommendation

That the City Centre Area Transitional Tax Exemption report from the Revenue Manager be received for information.

Andrew Nazareth
General Manager
Business and Financial Services
(604-276-4095)

FOR ORIGINATING DEPARTMENT USE ONLY		
CONCURRENCE OF GENERAL MANAGER		
REVIEWED BY TAG	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
REVIEWED BY CAO	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

Staff Report

Origin

At the July 25, 2011 Council Meeting following the adoption of the City Centre Area Transitional Tax Exemption Bylaw No. 8776 ("Bylaw"), Committee passed a referral motion to have staff review the existing process and report back with recommendations for improvements and the various options available for the City Centre Area Transitional Tax Exemption Bylaw.

Analysis

In September 2008, the City brought to the UBCM a discussion paper requesting the Province to make changes to the Assessment Act in order to assist commercial tenants with triple net leases who are located within the City's Brighthouse Hot Spot. When property values in the Brighthouse area soared as a result of changes in the City Centre Area Plan to include high density redevelopment, existing commercial tenants were required under contract to pay the resulting escalating property taxes even though property owners, on paper, are the ones directly benefiting from the market gain. This condition made it extremely difficult for tenants to continue operating in the area.

In response to the City and the various MLA's ongoing efforts since 2008, the Province passed Bill 15 – 2011 Municipalities Enabling and Validating Act (No. 4) giving Richmond's City Council the power to provide, through bylaw, a special tax exemption to commercial properties within the City Centre area. The intent of the Bill and the Bylaw was to provide temporary assistance to existing tenants during the transitional period until development occurs on the property or until the existing lease expires. The intention of the assistance was not to reduce taxes in order to encourage new long-term tenants.

In order to qualify for the exemption, the Bill states that the land must:

- a) Be within the Richmond City Centre area;
- b) Be classified as only class 5 or class 6 property under the Assessment Act; and
- c) Have increased in assessment value by 100% or greater between the 2005 and 2011 revised rolls.

The resulting Bylaw 8776 further stipulates that the land must:

- d) Have a total municipal tax increase between 2005 and 2011 that is greater than \$30,000;
- e) Not be a strata lot pursuant to the Strata Property Act;
- f) Contain improvements as part of the assessed value of the parcel; and
- g) Contain at least one business that holds a valid City business licence.

All properties meeting these requirements will receive a 20% exemption of their 2012 land value for municipal and school tax purposes.

Overall, Bylaw 8776 was a success and received positive comments from applicants. There were some issues with the interpretation and understanding of the Bylaw, the application process, and the tight submission deadline. Issues with the interpretation of the Bylaw and the application

process were clarified after further discussions with the applicants. Going forward, the exemption application period will begin at an earlier date in order to provide ample time for property owners to submit the necessary documentation.

Staff prepared an extensive analysis of the potential cost to the City for the various possible changes to Bylaw 8776. Before considering any changes, the following must be noted:

1. A portion of the assessment increase between 2005 and 2007 was due to data correction by BC Assessment. Typically assessment values are updated in an area after a number of property transactions occur. Prior to 2006, there were relatively few properties changing hands, which resulted in property assessments that were undervalued in the area. Had BC Assessment been able to update the values on a timely basis, the assessment values would have had a more gradual increase and the adjustment after the announcement of the City Centre Area Plan would not have been as drastic.
2. When setting a list of criteria that affects a large number of properties, the criteria must be applied on an average basis. If one looks at specific properties, the result will always be higher or lower than the average.
3. It is reasonable to conclude that a property that has a higher percentage increase in assessed value is a larger land holding with more superior attributes in comparison to other properties in the area. Often these properties are multi-tenanted and tenants entering into lease agreements will have factored some of the superior attributes into their lease decision. Providing tiered exemptions to qualifying properties will create inequitable assistance by favouring one property over another based on different factors that are beyond the City's control.
4. As mentioned in various discussions, the intent of the bylaw is to provide transitional assistance to tenants until their lease expires and they are able to source other locations for their business within the City. The municipal tax increase threshold of \$30,000 was set based on the assessment that a financial hardship exists for properties that had experienced an accumulated municipal tax increase of \$30,000 over 6 years or an average annual incremental increase of \$5,000 per year and cannot relocate due to contractual reasons.
5. Administration of this bylaw involves annual contact with all tenants and businesses occupying the qualifying properties to ensure that they are aware of the application and that they will benefit from the resulting tax exemption. Increasing the number of qualifying properties will exponentially increase the number of contact to tenants. This will result in higher administration costs and a lengthier application process to ensure the program is assisting the intended recipients.
6. Any tax exemptions provided will result in tax increases for other tax payers, regardless of whether the increase is borne by the specifically affected assessment class or by all assessment classes in general.

The analysis of the various options for change to the Bylaw was lengthy. Many of the options resulted in significant tax increases and/or significantly more properties qualifying for the exemption. The findings below address some of the issues raised by Council and the issue raised by the letter from the major property owner in Brighthouse that was received prior to the adoption of the bylaw.

Options	Comments
Include Strata Properties	<ul style="list-style-type: none"> No strata properties meet the \$30,000 municipal increase threshold
Reducing the \$30,000 tax increase requirement to a \$20,000 tax increase requirement	<ul style="list-style-type: none"> Option increases the number of qualifying properties from 37 to 50 Increases the estimated tax exemption by approximately \$151,000 from \$914,000 to \$1.065M. Increases the administration costs associated with the application process
Tiered Exemptions – using current criteria but offering a 30% reduction in assessment value for tax purposes for properties with tax increases greater than 150%	<ul style="list-style-type: none"> Of the 37 properties, each with accumulated tax increases of over \$30,000 between 2005 – 2011, 11 properties had tax increases greater than 150% Increasing the exemption for these 11 properties to a 30% reduction in assessment value will result in an additional cost to other tax payers by approximately \$140,000 Tiered rates create inequity in how policies are applied. It favours one property over another based on different factors.

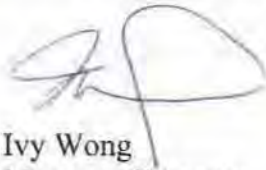
Financial Impact

Appendix I provide the final list of properties qualifying for the 2012 City Centre transitional tax exemption. In total the number of businesses and/or tenants that are assisted by the tax exemption is 248 from the 37 eligible properties. Using the 2012 assessment values provided by BC Assessment, the estimated 2012 taxes that will be exempted is approximately \$914,000. Since the Province will also provide a School Tax exemption for these properties, it is estimated that the Province's exemption will be valued at approximately \$900,000. The total tax reduction for the qualifying properties is estimated to be over \$1.8M.

From the analysis, it is clear that any amendments to Bylaw 8776 will cost the City a minimum of \$140,000 plus the additional administration costs associated with the increased number of tenants to be contacted annually. Since any further exemptions to taxes must be borne by other property owners, the balance between a reasonable cost and the number of properties that would benefit from any changes to the Bylaw has to be carefully considered.

Conclusion

Based on the success of the bylaw to date, at this time, staff do not recommend any further changes to Bylaw 8776. The existing bylaw, if unchanged, will provide assistance to 248 businesses operating within the Brighthouse City Centre.

A handwritten signature in dark ink, appearing to be 'Ivy Wong', written over a horizontal line.

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

IW:

City of Richmond
City Centre Area Transitional Tax Exemption
List of 2012 Qualifying Properties

Civic Address	Owner
4711 GARDEN CITY RD	0737293 BC LTD
5440 HOLLYBRIDGE WAY	0815024 BC LTD
5600 CEDARBRIDGE WAY	0882892 BC LTD
5740 MINORU BLVD	0883911 BC LTD
6751 WESTMINSTER HWY	2725312 CANADA INC
6191 WESTMINSTER HWY	2725312 CANADA INC
5900 NO. 2 RD	2725312 CANADA INC
4551 NO. 3 RD	317159 BC LTD
9311 RIVER DR	684104 BC LTD
8520 CAMBIE RD	AAA SELF STORAGE DEPOT INC
7680 ALDERBRIDGE WAY	AMACON DEVELOPMENT (ALDERBRIDGE)
7960 ALDERBRIDGE WAY	ARTHUR BELL HLDGS LTD
5333 NO. 3 RD	ARTHUR BELL HLDGS LTD
7740 ALDERBRIDGE WAY	CANADA BODHI DHARMA SOCIETY
3500 NO. 3 RD	CANADIAN TIRE REAL ESTATE LTD
8777 ODLIN RD	CHINA CEREALS & OILS CORP
4800 NO. 3 RD	CONWAY RICHMOND ESTATES LTD
5640 HOLLYBRIDGE WAY	CRESSEY GILBERT HOLDINGS LTD.
7851 ALDERBRIDGE WAY	EIG ALDERBRIDGE INVESTMENTS INC
6791 ELMBRIDGE WAY	ELMBRIDGE HOLDINGS LTD
8091 PARK RD	GRAND LONG HOLDINGS CANADA LTD
4940 NO. 3 RD	H G L INVESTMENTS LTD
7811 ALDERBRIDGE WAY	HALLMARK HOLDINGS LTD
5400 MINORU BLVD	JIATAI REALTY INC
5840 MINORU BLVD	LJR HOLDINGS LTD
7680 RIVER RD	MARISCO HOLDINGS LTD
7120 NO. 3 RD	MCDONALD'S RESTAURANTS OF CANADA
5660 MINORU BLVD	MUNCH HOLDINGS CO LTD
7731 ALDERBRIDGE WAY	ONNI 7731 ALDERBRIDGE HOLDING CORP
7771 ALDERBRIDGE WAY	ONNI 7771 ALDERBRIDGE HOLDING CORP
5560 MINORU BLVD	PORTE INDUSTRIES LTD
7880 ALDERBRIDGE WAY	RICHMOND HOLDINGS LTD
7671 ALDERBRIDGE WAY	RICHMOND HOLDINGS LTD
7111 ELMBRIDGE WAY	RICHMOND HOLDINGS LTD
6871 ELMBRIDGE WAY	RICHMOND HOLDINGS LTD
6851 ELMBRIDGE WAY	RICHMOND HOLDINGS LTD
5003 MINORU BLVD	RICHMOND HOLDINGS LTD



General Purposes Committee

Anderson Room, City Hall
6911 No. 3 Road

Monday, February 6, 2012
4:00 p.m.

Pg. # ITEM

MINUTES

- GP-3** *Motion to adopt the minutes of the meeting of the General Purposes Committee held on Monday, January 16, 2012.*



LAW & COMMUNITY SAFETY DEPARTMENT

- GP-21** 1. **NOISE AND SOUND REGULATION**
(File Ref. No. 12-8060-20-8855/8856/8857/8858) (REDMS No. 3424640)
TO VIEW eREPORT CLICK HERE

See Page **GP-21** of the General Purposes agenda for full hardcopy report

Designated Speaker: Wayne Mercer

STAFF RECOMMENDATION

- (1) *That Public Health Protection Bylaw No. 6989, Amendment Bylaw No. 8855 (Attachment 1) be introduced and given first, second and third reading;*
- (2) *That Noise Regulation Bylaw No 8856 (Attachment 2) be introduced and given first, second and third reading;*
- (3) *That Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 8857 (Attachment 3) be introduced and given first, second and third reading; and*

General Purposes Committee Agenda – Monday, February 6, 2012

Pg. #

ITEM

- (4) *That Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 8858 (Attachment 4) be introduced and given first, second and third reading.*

☐

ADJOURNMENT

☐



General Purposes Committee

Date: Monday, January 16, 2012

Place: Anderson Room
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Chak Au
Councillor Linda Barnes
Councillor Derek Dang
Councillor Bill McNulty
Councillor Linda McPhail
Councillor Harold Steves

Absent: Councillor Evelina Halsey-Brandt
Councillor Ken Johnston

Call to Order: The Chair called the meeting to order at 4:06 p.m.

AGENDA ADDITION

It was moved and seconded

That Unused Richmond Farmland be added to the agenda as Item No. 3.

CARRIED

MINUTES

It was moved and seconded

That the minutes of the meeting of the General Purposes Committee held on Monday, December 12, 2011, be adopted as circulated.

CARRIED

COMMUNITY SERVICES DEPARTMENT

1. VANCOUVER AIRPORT FUEL DELIVERY PROJECT – ENVIRONMENTAL ASSESSMENT UPDATE

(File Ref. No.) (REDMS No. 3437242)

With the aid of a rendering, Cecilia Achiam, Interim Director, Sustainability and District Energy, and Robert Gonzalez, General Manager, Engineering and Public Works, reviewed the proposed alternative Highway 99 Pipeline Route.

It was noted that members of the Environmental Assessment Office (EAO) Working Group were holding a meeting on January 24, 2012, and that the Vancouver Airport Fuel Facility Corporation (VAFFC) was holding an independent public information and comment session for the proposed Vancouver Airport Fuel Delivery Project (VAFD) on Saturday, January 28, 2012 between 10:00 a.m. and 2:00 p.m. at the East Richmond Community Hall.

A discussion then ensued about the following:

- staff's recommendation that the City engage with the provincial Ministry of Transportation on the review of issues related to the proposed Highway 99 route;
- protocol outlined in the Port Metro Vancouver's documents for ships that travel in the Fraser River area;
- the process for submitting comments to the BC Environmental Assessment Office (BCEAO). It was noted that petitions were counted as one objection regardless of the number of signatures, and that members of the public were now being encouraged to make individual submissions;
- concerns related to the possible conflict of interest with respect to the Port Metro Vancouver conducting the water study, as the Port would financially benefit from the Proposal;
- concerns that the VAFFC public information and comment session appears to focus only on the proposed Highway 99 route and does not seem to address concerns related to tankers in the Fraser River or the proposed jet fuel loading and storage facility;
- the role of the City as a participant with no authority in the final decision related to the matter. It was noted that Council's position in opposition to the VAFD Project has been reiterated and very clearly documented on the BCEAO website;
- how staff's participation within the EAO Working Group enables the City's voice to be heard with the Ministers of Environment at the provincial and federal levels as well as other groups;

General Purposes Committee

Monday, January 16, 2012

- Richmond Fire Rescue's concerns related to the emergency response and risks associated with the VAFD proposal. Reference was made to a memo from the Deputy Chief, Operations, dated October 13, 2011. A copy of the memo is attached as Schedule 1 and forms part of these minutes;
- seeking the support of other groups that are opposed to the VAFD Proposal; and
- how thus far Council and Committee meetings have been the forum for the public to voice their opposition, and Council may consider a separate forum such as enabling the public to make submissions online.

It was moved and seconded

- (1) *That having reviewed the Vancouver Airport Fuel Delivery (VAFD) proposed Highway 99 Addendum pipeline route option, the City reiterate its position by stating that City Council continues to be opposed to the transportation of jet fuel on any arm of the Fraser River;*
- (2) *That the City continue to participate in the EAO and Oil and Gas Commission processes;*
- (3) *That the City engage with the provincial Ministry of Transportation on the review of issues related to the Highway 99 route proposal.*
- (4) *That letters be sent to Port Metro Vancouver requesting a meeting regarding the dangers related to tanker traffic on the Fraser River as well as the offloading and storage of jet fuel; and*
- (5) *That staff be directed to enable correspondence reflecting citizen opinion, including mail and emails received, to be forwarded to the VAFFC, BCEAO, the Provincial Minister of Environment, and Port Metro Vancouver.*

CARRIED

PROJECT DEVELOPMENT & FACILITY MANAGEMENT DEPARTMENT

2. **RICHMOND OLYMPIC OVAL – LEGACY CONVERSION UPDATE** (File Ref. No. 06-2050-20-ROO/Vol 01) (REDMS No. 3420098 v.3)

Greg Scott, Director, Project Development, accompanied by John Mills, General Manager, Richmond Olympic Oval, noted that the amenities table on page 4 of staff report (GP-38) required corrections to replace the word "revenue" to "funding" for the scoring and display budget line item and the contingency budget line item.

General Purposes Committee

Monday, January 16, 2012

A discussion took place, and the following was noted:

- the proposed permanent cafe would be viable as it would be inline with the current traffic at the Oval;
- the principal location of the cafe would be on the ground level, with capacity to deal with events on the activity level when warranted;
- the types of food that would be served at the cafe would include healthy food choices such as salads, sandwiches and healthier versions of pizza;
- feedback from Oval users indicates that the Oval requires a food facility; and
- the Oval receives approximately 1500 visits per day, as well as large numbers of visitors at events on weekends.

It was moved and seconded

That the adjustment of the remaining legacy conversion projects and funding as outlined in the staff report entitled "Richmond Olympic Oval – Legacy Conversion Update" dated January 13, 2012, by the Director, Project Development, be approved.

CARRIED

3. UNUSED RICHMOND FARMLAND

Reference was made to an email from Councillor Harold Steves and an application by the Food Security Group to the Real Estate Foundation regarding a study on the availability of unused Richmond farmland for farming. A copy of email and application is attached as Schedule 2 and forms part of these minutes.

It was moved and seconded

That staff investigate and report back on the application by the Food Security Group to the Real Estate Foundation on the availability of private unused Richmond farmland for farming.

CARRIED

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:57 p.m.).

CARRIED

General Purposes Committee

Monday, January 16, 2012

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, January 16, 2012.

Mayor Malcolm D. Brodie
Chair

Shanan Dhaliwal
Executive Assistant
City Clerk's Office



City of Richmond

Schedule 1 to the Minutes of the
General Purposes Committee
meeting held on Monday,
January 16, 2012.

Memorandum

Fire-Rescue Department

To: Mayor and Councillors

Date: October 13, 2011

From: Tim Wilkinson
Deputy Chief - Operations

File:

Re: Response to Jet Fuel Pipeline Update Referral From
September 12, 2011 Council Meeting

Origin

This memo addresses the following staff referral made by Council when discussing the
"Response to Jet Fuel Pipeline Update" item at their September 12, 2011 meeting:

*"In addition, staff were directed to provide an update regarding the implications for the
City's emergency response in case of a fire or other disaster involving the jet fuel line or
the proposed fuel storage facility."*

Background

Vancouver Airport Fuel Facilities Corporation (VAFFC) has been examining various delivery options to secure a jet fuel supply for Vancouver International Airport (YVR). The proponent indicates in their proposal that the current delivery system is unable to meet YVR's fuel requirements during peak periods without the use of daily tanker trucks to augment the system. VAFFC evaluated 14 options and identified a preferred option.

VAFFC's preferred option consists of a marine terminal and fuel receiving facility (tank farm) at an existing industrial site located on the south arm of the Fraser River, and an underground jet fuel pipeline connecting the marine terminal with the receiving facility and YVR.

Risks Associated with the Preferred Option

The activities conducted by a fuel services operation have inherent risk associated with them. VAFFC proposes to receive, maintain and transport through a pipeline Jet "A" and Jet "A-1" fuels. These fuels are a kerosene-type distillate with a flash point of 38-41 degrees Celsius which makes the fuel difficult to ignite but once ignited difficult to extinguish. Jet "A" fuels are considered to be relatively low in toxicity causing only minor irritation when coming into contact with skin or eyes. Jet fuels will not readily biodegrade and the possibility of bio-accumulation exists.

From the time the fuel enters the fuel system until it is finally loaded onto an aircraft there are a variety of risks that require consideration. The main risks are as follows:

1. Natural events – lightning strikes, earthquakes, etc.
2. Intentional damage to the fuel system
3. Fire
4. Fuel spills
5. Catastrophic failure of one or all tanks at the tank farm
6. Equipment failure
7. Pipeline rupture

There are only two alternatives for combating a jet fuel fire - either to let it burn out and thereby self extinguish or alternately actively extinguish the fire using fire fighting agents.

Allowing a tank to self extinguish is likely to take days, assumes a complete loss of product, environmental problems and large cooling operations to protect against fire spread to adjacent tanks. In addition to these hazards in some severe cases a boil over or BLEVE may occur which will lead to catastrophic failure of the tank(s).

Statistics gathered by the Swedish National Testing and Research Institute regarding tank farm fires indicate that between 1951 and 2003, some 480 tank fires were reported. Two recent examples of tank fires that have burned for extended periods occurred at Miami International Airport in March of 2011 and Bayamon Oil Refinery (San Juan, Puerto Rico) in October of 2009.

In the case of a large tank-fire occurring, extinguishment will only be achieved through the use of fire fighting agents within automatic fire suppression systems and a fire fighting crew equipped with a large fire fighting agent capacity within close proximity.

Emergency Response

Large scale tank fires are rare, but when they occur they present a severe challenge for any fire department. The impacts to the City of Richmond in providing emergency response to a fuel tank farm and/or its associated pipeline cannot be underestimated.

Richmond Fire-Rescue's (RFR) response to the proposed tank farm area is currently 9 minutes from both the Crestwood and Shellmont Fire halls. This response time is outside the industry standards (NFPA 1710) of 4 minutes and 20 seconds. An extended response time allows a small fire to grow exponentially into a large fire thus rendering the event larger than that which RFR is currently equipped or staffed to manage.

Vancouver International Airport (YVR) does have a trained fire response team with significant fire suppressing capability. While the YVR response capabilities would be helpful in response to fighting a tank farm fire, RFR can not rely on this resource. YVR fire response crews would assume no role outside of the aerodrome's secure area as their primary duty is dedicated to Aircraft Rescue Fire Fighting.

A fire in a tank farm can burn for days expelling large doses of CO, CO₂, sulphur and soot into the environment. A significant fire could potentially burn for up to one week. Given prevailing winds, it is very conceivable that Steveston Highway, Highway 99, the George Massey tunnel and surrounding area roadways may be impacted with no or low visibility due to heavy black smoke from a fuel tank farm fire. The low visibility and impact on traffic flow will affect RFRs response times as direct routing to the fire may not be possible.

Residences and businesses in the Watermania and Ironwood areas may be significantly impacted by a "shelter in place" order in the short term or an evacuation order for a longer period of time due to the health issues with the smoke. However, it is noted that evacuation into the smoke will be hazardous unto itself, especially for the vulnerable population and challenges to complete logistically and safely. Residents may be only able to return to their home for a brief period of time even after the evacuation order has been lifted and the fire response is complete. The limited return is due to the continuing impacts of the smoke or other resulting contaminants from the fire. Additionally, there will be an environmental impact to the Fraser River from the fire.

RFR is identified in the City of Richmond Emergency, Spill Response and CBRNE plans as the lead agency in the case of a major fire, or fuel spill within the boundaries of Richmond.

RFR does have a capable and ready Hazardous Materials Team. This team is not equipped or staffed to mitigate a fuel spill that resulted from a catastrophic failure of one or all of the proposed tanks nor a catastrophic failure of a pipeline. To mitigate an event of this magnitude RFR would engage the services of several lower mainland fire departments through existing mutual aid agreements. There would be significant costs associated with provision of the mutual aid services over an extended period.

RFR has studied the activities of Phoenix Regional Fire who service Sky Harbour Airport in Phoenix, Arizona. Phoenix has a fire station located close to the tank farm with an additional two stations located within minutes of the tank farm who also have tank farm fire fighting capacity. Phoenix has specialized equipment, stringent fire prevention planning and enforcement, specialized training for fire fighters and mutual aid response agreements in place to mitigate the tank farm fire and spill risk.

RFR would recommend a fully staffed Fire Station be situated sufficiently close to the tank farm site to mitigate the risk. A fire station is estimated to cost \$7-8 million in capital, land and construction costs, purchase of a fire apparatus costing \$1.2 million and operational staffing of 24/7 crews are approximately \$2.5 million annual cost (2010 collective agreement). RFR personnel would also need to be trained in shipboard and tank farm firefighting techniques as this is not part of RFR's current training platform.

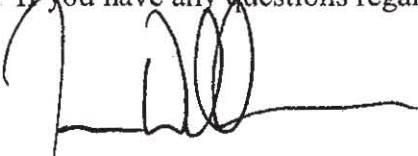
Currently, fires that occur aboard a ship midstream are the responsibility of the Canadian Coast Guard however once a vessel is moored it is the responsibility of RFR. RFR does not have the capacity or training to fight fires that occur aboard ships. To mitigate this risk, RFR would, at a minimum, enter into agreements with other agencies to provide on-the-water fire coverage.

October 7, 2011

- 4 -

The City of Richmond has requested that the VAFFC group assume the costs associated with this proposal and to date, the VAFFC has not agreed. The VAFFC responds that the tank farm will have a state of the art suppression system in their plan but RFR has not been made privy to their plan despite requests to be provided with the information.

If you have any questions regarding this information I would be pleased to answer them.



Tim Wilkinson
Deputy Chief – Operations
604-303-2701

TW:tw



Mayor and Councillors

Schedule 2 to the Minutes of the
General Purposes Committee
meeting held on Monday,
January 16, 2012.

TO: MAYOR & EACH
COUNCILLOR
FROM: CITY CLERK'S OFFICE

From: Steves, Harold
Sent: January 9, 2012 1:45 PM
To: Mayor and Councillors
Subject: FW: Real Estate Foundation Application
Categories: 08-4040-08-01 - Food Security
Attachments: Real Estate Fdn_GrantApplicationForm_revApril2011-1.rtf

PC: J. Erceg
B. Jackson
for appropriate
action
TAG for information

Mayor and Council

Arzeena Hamir has been working on an application for funding from the Real Estate Foundation to do a followup study on the availability of unused Richmond farmland for farming. Metro Vancouver and the BC Ministry of Agriculture have already completed a study on what lands are being farmed in Richmond and what lands are not.

There is some degree of urgency to get more land available for farming. Kent Mullinix recently announced Kwawntlen's new urban agriculture curriculum is starting now. A portion of the Garden City Lands could be used. However, planning the Garden City Lands will take time and about 50 acres of land may be needed to provide both a training farm and incubator farms. We should be looking at the availability of private lands now.

Now that the agricultural land inventory has been completed, the next step is to analyze the data from the Ministry of Agriculture, hold public consultation to identify rural and urban parcels of land suitable for immediate conversion to cropping and investigate ways of making that land available for farming. The Real Estate Foundation will fund 50% of the project. Under Arzeena's proposed budget there is a \$12,000 shortfall.

I propose that Richmond Council supply a matching grant from the Council Contingency Fund at the next Council Meeting. Arzeena can reduce the ask from the Real Estate Foundation to match any funding we could provide, if necessary.

I understand that Arzeena has to have the grant application in by next Friday.

Cheers,

Harold



GP - 12

01/10/2012

GRANT APPLICATION FORM

revised April 2011

The Real Estate Foundation of BC aims to be a pivotal connection in making land use knowledge and practice in BC a model for the world, “leading learning” and “aligning resources” relating to the sustainable use and conservation of land and real estate. The Foundation will give preference to projects that support our mission by demonstrating:

- Leadership and innovation
- Partnership and collaboration
- Sustainability/longevity
- Scalability/replicability

Details are provided under section C - Effectiveness Criteria.

GRANT APPLICATION REQUIREMENTS

Length	Eight pages maximum, including the budget. If your application is too long, we will ask you to revise it.
Method of submission	Email to submissions@refbc.com in DOC, PDF or RTF format. We will confirm by return email when we receive your application. We do not require a hard copy of your grant application. However, we do require the signature page to be completed. It is acceptable to email the signature page as part of your application. If you are unable to email the entire application, we will accept a fax copy of the signature page, which we will attach to your emailed application (fax to 604.688.3669).
Green text	Please delete or type over all green text. It is there to provide advice and guidance. There should be no green text in your submitted application.
Letters of support	Stage 2 applications must be accompanied by two current letters of support per the instructions on www.refbc.com/grants . Letters of support are not required for Stage 1.
Addenda	If there are other documents which are key to comprehending your project, please indicate what they are in your email to ‘submissions’. Our staff will follow up with you, as required.

A - APPLICANT INFORMATION

1. Legal name of applying organization:

Richmond Food Security Society (RFSS)

2. Full mailing address:

100 3675 Westminster Highway
PO Box 22006
Richmond BC
V7C 5V2

Website:

www.richmondfoodsecurity.org

3. Project Contacts

Arzeena Hamir, Coordinator
Phone: (604) 727 9728
Email: arzeenahamir@shaw.ca

Kathleen Zimmerman, Regional Agrologist
Phone: 1-888-221-7141 X 3048
Email: Kathleen.Zimmerman@gov.bc.ca

4. Board of Directors

Arran Stephens
Mary Gazetas
Alissa Ehrenkrantz
Steve Easterbrook
Dieter Geesing
Bill Picha

5. Organizational mandate

The RFSS works to ensure that all people in the community, at all times, have access to nutritious, safe, personally acceptable and culturally appropriate foods, produced in ways that are environmentally sound and socially just.

6. Brief history of organization

In 2001, the Richmond Poverty Response Committee developed a Food Security Task force to address issues of food insecurity within vulnerable populations in the community. Participants in the Task Force included the Richmond Food Bank, Richmond Fruit Tree Sharing Project, community nurses, community nutritionists and faith groups who provided community meals. After receiving core funding from Vancouver Coastal Health's Community Food Action Initiative funds (CFAI), the Task Force evolved into the Richmond Food Security Society in 2009 and works to address food security issues for all residents.

B - PROJECT INFORMATION

1. Project title: Richmond Foodlands Strategic Plan

2. Amount applied for: \$35,000

Total project budget: \$50,000

3. Start date: April 1, 2012

End date: Oct 31, 2012

4. What is the specific project for which funding is requested?

We propose to conduct an assessment of Richmond's potential food lands and develop a strategic plan to increase food production in Richmond over the next 3 years.

5. If this project is a component of a larger project, please provide a brief overview of the larger project.

The Richmond Food Security Society currently manages a Local Food First project that focuses on education and skills building in the community. This strategic plan will provide the framework for us to move forward and increase the capacity of food production in the region.

6. Implementation Plan

Feb-March

RFP for candidates to conduct the research, contingent on funding being available.

April

Meet with staff from Metro Vancouver, Richmond's Agricultural Advisory Committee, Richmond Food Security Society, Ministry of Agriculture, and the City of Richmond so that all parties are aligned and can share data that they have collected

May

Review data collected by the Ministry of Agriculture on land use in the ALR, rural, and agricultural zones of Richmond. Identify strategic tracts of land that could easily be converted into food growing land.

Review data from Richmond's GIS system to identify food-growing areas within City limits

Conduct workshops in the community to increase awareness and elicit new ideas

June

Visit other projects in the Lower Mainland that have converted land into food production, including SoleFood Farm, Skeeter Farm, Abbotsford Eco-Dairy & Glen Valley Organic Farm

Identify the barriers to land conversion and formulate policy recommendations

Formulate draft of strategic plan & circulate to all parties for comment

July – August

Finalize strategic plan & policy recommendations

September

Present finalized strategic plan to staff of Metro, AAC, RFSS, Ministry of Agriculture, City of Richmond, and other strategic partners

October

Host a forum with local planners, city staff, farmers, urban agriculturalists, community members.

Develop an Action Plan for land conversion

(a) Describe the organization's *specific capacity* to carry out the project activities and achieve the project goals.

The RFSS has been working in the Richmond community for a decade and has developed relationships with key parties, including City of Richmond Parks staff, City Councillors, Agricultural Advisory Committee members, Ministry of Agriculture Staff and a number of the more innovative farms in the region. The Coordinator of the Society, Arzeena Hamir, is a Professional Agrologist and would provide strong support to the consultant awarded this contract. A number of previous projects conducted by the society, including an inventory of church and school lands, will also provide valuable data.

The members of the Board of the Society will also be providing critical guidance in the projects. Steve Easterbrook is a 3rd generation Richmond farmer and member of the Agricultural Advisory Committee. Dieter Geesing is also a Professional Agrologist and has connections to the farming community through his work with Fraser Richmond Soil & Fibre. Mary Gazetas is the founder of the Richmond Sharing Farm and has been a member of the RFSS since it was a Task Force in 2001. She also brings a number of connections to City as a retired staff person.

(b) How has the need for this project been established?

According to the BC Ministry of Agriculture's Food Self Reliance report conducted in 2006, the province requires over 200,000 acres of new land with access to irrigation in order to achieve even moderate levels of food security. We know Richmond still has over 3,000 acres of land within the ALR. Although some of this land is in blueberry and cranberry production, we know a large percentage is not in production.

In 2010, UBC's Land and Food Systems 350 class conducted a study of Richmond's fruit and vegetable production. They found that if all of the vegetables grown in Richmond were consumed within the City, we would still only meet 8% of our daily requirements.

The RFSS conducted an incubator farm pilot project in 2011 to see if there was a demand for small tracts of land for new farmers. More than twice as many applicants asked for land than there was space available.

We know we need to increase food production in the region. We know that there is population of new farmers wanting to grow food locally. Land access is the limiting factor. Identifying the tracts of land that could be converted into production and the underlying factors that currently prevent the land from being used productively will be a key outcome of this project and will help kickstart new farming initiatives in Richmond.

(c) How do you ensure this type of project or program does not already exist in your community and will not duplicate existing efforts and resources?

The Coordinator of the RFSS has already met with and discussed this project with the following key individuals/committees:

City of Richmond staff

Richmond's Agricultural Advisory Committee
Ministry of Agriculture staff

All parties have agreed that this project is necessary and have agreed to provide a letter of support

C - EFFECTIVENESS CRITERIA

1. Leadership & Innovation

When the city of Richmond developed its Agricultural Viability Strategy, it did work with the Ministry of Agriculture. This, however, is that first time that a community group is involved from the initial stages.

2. Partnership & Collaboration

Organization:	Richmond Food Security Society	Individual:	Arzeena Hamir
Phone:	(604) 244-7377	Email:	Coordinator@richmondfoodsecurity.org
Description of involvement:	Provide \$15,000 worth of funding for the project coordinator's wage Provide office & administrative support		

Organization:	BC Ministry of Agriculture	Individual:	Kathleen Zimmerman
Phone:	1-888-221-7141 X 3048	Email:	Kathleen.Zimmerman@gov.bc.ca
Description of involvement:	Provide data from the 2011 land use inventory Will work with the project lead to identify key tracts of land and provide technical advice on land use suitability		

Organization:	Agricultural Advisory Committee	Individual:	Kevin Ng
Phone:	604-247-4626	Email:	kevin.eng@richmond.ca
Description of involvement:	Provide technical assistance on land use decisions Enable introduction to land owners Provide names/addresses of farmland owners in their database in order to conduct a mail out		

3. Sustainability/Longevity

The Board of the RFSS will meet with the Project Lead on a regular basis to ensure that progress is being made. Progress Reports will be expected in May, July & September.

Both the Strategic Plan and the Action Plan will be the lasting legacy of this project. The Strategic Plan will provide the Board, the City, and the Agricultural Advisory Committee with a framework from which to work on a number of different projects which may include community garden citing, incubator farm projects, church farms, and more.

The development of the Action Plan will engage the community, ensuring that even more partners are committed into seeing progress in food production

4. Scalability

Richmond is not unique in the region in terms of agricultural land availability but with barriers to land conversion. The RFSS has heard similar stories from Maple Ridge, Surrey, and Pitt Meadows.

The methodologies used in this process are not revolutionary but they are unique in that we are engaging newly acquired data from the Ministry of Agriculture and leveraging connections with the non-profit and agricultural communities to spread the message and impact. The project lead will certainly be breaking new ground in this manner and can provide assistance to other consultants who wish to do similar work.

Other regions certainly have all of these players in place and would benefit from hearing how this project was conducted and what the outcomes were.

D - PUBLIC RELATIONS & FOUNDATION INVOLVEMENT

1. How will the project be promoted?

The initial RFP (which will include all the logos of the project partners) will be circulated via e-mail to a number of mailing lists, including COABC, BC Institute of Agrologists, Metro Vancouver, BC Food Systems Network, and will also be posted on the RFSS website

Once a final report is completed, it will also be circulated via the above lists

The project lead will help coordinate a public session in Richmond in order to disseminate the information within the community and develop an action plan.

The project lead will also hold a minimum of 3 public sessions on their methodology and findings. Potential speaking engagements could include Metro Vancouver's Sustainability Breakfasts, BC Institute of Agrology AGM,

2. How will the Real Estate Foundation be recognized for its contribution to the project?

E - OUTCOMES

1. If your project is successful, what do you think the impact will be?

Acreages will be identified and converted into food production within a 3 year time frame

New farms will be created in Richmond

New policies will be developed to decrease the barriers to land conversion and provide an incentive for land owners (both rural and urban)

Urban land will be identified and converted into community gardens

Overall, we will see an increase in food production within the City of Richmond

2. How will the outcomes and learning be shared with the broader community?

Staff at the RFSS have consistently shared project ideas with other regions (eg incubator farms, pocket markets) and the outcomes of this project will be disseminated through electronic means and through talks at conferences and food/agricultural forums

F - PROJECT BUDGET

Budget form appears after the Signing Authority & Privacy Disclosure.

Please see attached

G - SIGNING AUTHORITY & PRIVACY DISCLOSURE

Applications must be signed by the chief officer of the applicant organization's Board of Directors (e.g. Chair or President). Educational institutions should follow normal authorization procedures.

By signing this grant application, by hand or with an electronic copy of my signature, I acknowledge that my organization is committed to account for the receipt and expenditure of funds as well as the conduct of the proposed project. I understand that the Real Estate Foundation of BC reserves the right to impose an audit on the use of Foundation funds. I also acknowledge that the Real Estate Foundation of BC may disclose any and all information that my organization submits to the Foundation, as required under Freedom of Information legislation. I understand that the Real Estate Foundation may contact individuals outside the applicant organization for additional information related to this proposal.

____ Arran Stephens, Chair of the Board _____

____ Nov 17, 2011 _____
Date

Signature

Print Name & Title

Date

Signature

Revenues:

Show all cash and in-kind contributions to the project.

Source	Cash	In-kind	Total amount	Pending or confirmed	Contact Person / phone number
Real Estate Foundation of BC	35,000	0	35,000	P	
Richmond Food Security Society	15,000	6,000	23,000	C	Arran Stephens, 604 248 8848
City of Richmond		2000			Dave Semple, 604 787-3331
TOTAL	50000	8000	58,000		

Expenses:

Item	Detail	Cash	In-kind	Total	REFBC share of cash
Project Lead	1060 hrs X \$45/hr	48000		48000	33,800.00
Administrative Support	400 hours X \$15/hr		6000	6000	
Printing		1000		1000	500
Travel expense (driving)	3 trips Richmond – Fraser Valley	300	0	300	200
October Conference	Venue rental + food & facilitators	700	2000	2700	500
TOTAL		50,000	8000	58,000	35,000

GP - 20



City of Richmond

Report to Committee

To: General Purposes Committee
From: Doug Long
City Solicitor
Re: Noise and Sound Regulation

Date: January 30, 2012

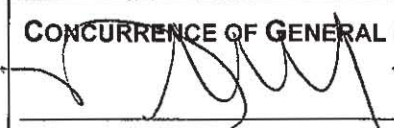

File:

Staff Recommendation

1. THAT Public Health Protection Bylaw No. 6989, Amendment Bylaw No. 8855 (Attachment 1) be introduced and given first, second and third reading;
2. THAT Noise Regulation Bylaw No 8856 (Attachment 2) be introduced and given first, second and third reading;
3. THAT Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 8857 (Attachment 3) be introduced and given first, second and third reading; and
4. THAT Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 8858 (Attachment 4) be introduced and given first, second and third reading.

Doug Long
City Solicitor
(604-276-4339)

Att. 8

FOR ORIGINATING DEPARTMENT USE ONLY					
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER			
Budgets	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>				
Enterprise Services	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>				
Communications	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>				
Engineering	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>				
Roads & Construction	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>				
Public Works	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>				
Fire Rescue	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>				
Law	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>				
RCMP	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>				
Parks and Recreation	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>				
Building Approvals	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>				
Development Applications	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>				
Policy Planning	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>				
Transportation	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>				
REVIEWED BY TAG	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	REVIEWED BY CAO	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

Staff Report

Origin

At the open General Purposes Committee meeting of April 4, 2011, it was moved and carried that:

- 1. The public participation program described in the staff report dated March 21, 2011 from the General Manager, Law & Community Safety be endorsed; and*
- 2. The draft proposed Noise Regulation Bylaw attached to the staff report dated March 21, 2011 from the General Manager, Law & Community Safety be used as the basis for the public participation program described in this report.*

The very complex issue of noise regulation has been the subject of numerous staff reports to General Purposes Committee and Council beginning in the Fall of 2009. In response to specific neighbourhood complaints and delegations, Council had been very clear in its direction to overhaul the existing section of the Public Health protection Bylaw No 6989 in order to address the juxtaposition of properties of varying zoning designation and to update the regulatory framework in light of changing technology in the measurement of sound and noise. Council then enhanced this approach in May 2010 by approving the retention of the outside expertise required to assist staff and then in February 2011, endorsing a proposed bylaw and approving the conduct of a comprehensive public participation program.

Analysis

Public Participation Program

Staff undertook the following components of the public participation program to review the concerns and proposals of residents and businesses:

1. A media release as well as newspaper ads to promote and encourage public input into the process.
2. A dedicated web page on the City's web site outlining:
 - a. the public participation program in general terms;
 - b. a chronology of the noise review by staff and Council;
 - c. the contents of the Council reports to date;
 - d. a draft copy of the proposed Noise Regulation bylaw;
 - e. a comparative chart showing the major improvements included in the proposed bylaw from the existing Noise section of the Public Health Protection Bylaw; and
 - f. comparable regulations from the neighbouring cities of Vancouver and Victoria.
3. An on-line survey on the City's web site facilitating public participation on a structured basis. Residents were also encouraged, at every opportunity, to submit their thoughts on-line or in writing using the feedback form supplied at all workshops and open houses. A general recap of the survey results is shown in Attachment 5 to this report.
4. Five open houses and workshops as follows:

- a. No 2 Road & Andrews Road neighbourhood – October 26, 2011
 - Based on a targeted mailing to 900 residents, there were 10 resident attendees and no business attendees;
 - City staff joined by enforcement staff from Richmond Health and acoustic expert from BKL Consultants;
 - Demonstration field sound measurements for one hour in the River Wind development averaged approximately 41 dBA and 51 dBC at ground level with expert analysis provided based on the limited point-of-reception access provided by residents and sound levels in the proposed bylaw; and
 - Educational workshop for the attendees over two hours at Steveston Community Centre to explain the science and technology used to measure sound, to highlight the major enhancements in the proposed bylaw and to answer any questions regarding the enforcement of the proposed bylaw.
- b. City Hall Meeting House – October 27, 2011
 - Based on media releases and newspaper ads, this was attended by approximately 30 residents and business owners on a drop-in basis;
 - City staff joined by enforcement staff from Richmond Health and acoustic expert from BKL Consultants; and
 - General educational one-on-one workshop for four hours to explain the science and technology used to measure sound, to highlight the major enhancements in the proposed bylaw and to answer any questions regarding the enforcement of the proposed bylaw.
- c. Caithcart Road & St. Edwards Drive neighbourhood – October 29, 2011
 - Based on a targeted mailing to 200 residents, there were 10 resident attendees, a senior manager from the Shark Club and a City Council candidate for pending election;
 - City staff joined by enforcement staff from Richmond Health and acoustic expert from BKL Consultants;
 - Educational workshop for the attendees over two hours at Cambie Community Centre to explain the science and technology used to measure sound, to highlight the major enhancements in the proposed bylaw and to answer any questions regarding the enforcement of the proposed bylaw; and
 - Demonstration field sound measurements for one hour in Caithcart neighbourhood, with constructive cooperation between residents and Shark Club management to replicate typical operations, averaged approximately 43 dBA and 53 dBC; analysis provided based on the point-of-reception access to private properties and sound levels in the proposed bylaw.
- d. Business Association Workshop – November 1, 2011

- Based on a staff invitation there were a total of 9 representatives from Council's Economic Advisory Committee, Steveston Merchants Association and Tourism Richmond;
- City staff joined by enforcement staff from Richmond Health and acoustic expert from BKL Consultants; and
- Educational workshop for attendees over two hours at City Hall to explain the science and technology used to measure sound, to highlight the major enhancements in the proposed bylaw and to answer any questions regarding the enforcement of the proposed bylaw (minutes included in Attachment 6).

e. Individual Business Workshop – November 10, 2011

- Based on a targeted mailing to over 700 businesses that could potentially be impacted, there were a total of 34 representatives from individual businesses;
- City staff joined by enforcement staff from Richmond Health and acoustic expert from BKL Consultants; and
- Educational workshop for attendees over two hours in Council Chambers to explain the science and technology used to measure sound, to highlight the major enhancements in the proposed bylaw and to answer any questions regarding the enforcement of the proposed bylaw (minutes and written submissions included in Attachment 7 and Attachment 8).

The Public Participation Program was a very worthwhile process and the workshops provided staff with a significant amount of constructive feedback regarding the impact and scope of noise on the City's increasing densified population.

Conclusions from Public Participation Program

From our research with neighbouring municipalities, the public participation program, as directed by Council and conducted by City staff, was unprecedented in attempting to measure and address the impact of noise on both personal and business residents in an atmosphere of increasing development and density.

The major conclusions gathered by staff from this program based on the various regulations in the proposed bylaw approved by Council, are as follows:

- The establishment and refinement of the Quiet, Intermediate and Activity zones to replace the two zones in the current bylaw has provided a more effective and representative mapping of the various property uses in the City and their interaction;
- The shift to a more objective and expanded measurement of the various permitted noise levels, including dBA and dBC levels and using up-to-date technology, has provided a more predictable and reliable regime for personal and business residents to coexist as well as for those responsible for the enforcement of the bylaw;
- The transition to sound and noise measurement based on the internationally recognized L_{eq} standard and taking into account tonal adjustments has not, based on expert advice

and the use of objective technology, created any known situations where noise generators are now in a non-compliance position under the proposed Noise Regulation Bylaw when compared to the existing Public Health Protection Bylaw;

- Analysis of the 164 on-line and written responses to the survey, as outlined in Attachment 5 of this report, provided the following insights:
 - the respondents were almost evenly split between male and female, fairly evenly representative of all age groups and the majority had lived in Richmond for 1 to 10 years;
 - the majority of the respondents live either:
 - in the north-central area (33.5%), which is impacted by the flight activity at YVR and includes 11% of the respondents from the Caithcart Road neighbourhood; or
 - in the area southwest of Francis & Gilbert (30.5%), which includes Steveston and 11.6% of the total respondents from the Andrews Road neighbourhood; and
 - there were no respondents from anywhere east of No 5 Road.
 - the majority of the respondents go to bed after 10 pm and awake prior to 8 am including weekends; and
 - of the sources of noise and priorities identified, the major concerns centre around air traffic, neighbours, construction, business and public transit, in that order, with the leading number one priorities going to air traffic and public transit which are not under the City's jurisdiction.

Resulting Bylaw Amendments

Specific Sound Zones: Staff has added sections 2.5.1 and 4.3.1 and a complementary Schedule C to the proposed bylaw. The purpose of these amendments is to permit Council, on a case-by-case basis and by subsequent bylaw amendment, to create specific sound zones. This option in the proposed bylaw will permit Council a mechanism to create specific sound zones in situations where none of the prescribed zones ("Quiet", "Intermediate" or "Activity") with their particular limitations are, in Council's determination, appropriate for the particular situation.

While Council has the discretion to consider future bylaw amendments to permit the creation of specific sound zones, staff suggests that a possible situation is one in which a residential rezoning (thereby creating a "Quiet Zone") has occurred in what was previously an Intermediate or Activity zone and otherwise, the adjacent area remains, for the most part an Intermediate Zone or Activity Zone (thereby creating an interface between a Quiet Zone and an Intermediate or Activity Zone). Given that prescribed sound limits in the bylaw are in respect to the amount of sound that is permitted to be received and given that the amount of sound that is permitted to be received in a Quiet Zone is less than the amount of sound that can be received in an Intermediate or Activity Zone, without any change of use or operation of an Intermediate or Activity Zone property, the effect of the residential rezoning is to reduce the amount of sound that is permitted to be generated from the Intermediate or Activity Zone property and such reduction may place the Intermediate or Activity Zone property in breach of the bylaw.

Staff will work to determine a process by which such site specific sound zones may be tailored and recommended by Staff to Council. Presently, staff anticipates that such a process would include:

- a prescribed fee to cover administration costs;
- an application that includes specific proposed variations to sound limits;
- a detailed application explaining the background and rationale supported by a professional acoustic report;
- steps taken by the applicant to mitigate sound levels and adhere to the bylaw; and
- a public consultation process.

As properties are rezoned they may move from one of the prescribed zones to another more restrictive zone and thereby require an amendment to the bylaw's Schedule A and/or Schedule C. This being the case, changes to the Sound Regulation Bylaw may be considered at the time of future rezoning applications and, if amendment to the Sound Regulation Bylaw is required, such amendment process could proceed concurrently with the rezoning process and augment the City's present practice regarding the registration of covenants.

Other Significant Amendments and Concerns Staff has added or considered a number of other amendments to address specific issues raised during consultation with the public, other departments and further input from our consultants:

- added 'music' to the definition of 'tonal sound' to clarify that it is included;
- revised the definition of 'tonal sound adjustment' to ensure that the resulting adjustment is an objective measurement rather than an automatic penalty in the case of a potential tonal sound;
- added section 2.6.1 to address the influence of residual sound on the measurement of a specific sound;
- amended section 4.1.1(q) to clarify that the granted exception in a multi-use building only applies to the units legally used for residential occupancy;
- clarifying the temporary nature of the exemption by the General Manager in section 4.2.1 by limiting the period to 48 hours;
- adding 'railway rights-of-way' to Schedule A under 'Additional Designations' as an Activity Zone;
- there was a considerable amount of negative feedback from the business community regarding the more restrictive daytime hours in the proposed bylaw versus those in the existing bylaw; the daytime hours on weekends and holidays in the proposed bylaw begin at 10 am rather than 7 am in the existing bylaw; this amendment was made to be consistent with the regulations in Vancouver and Victoria;
- businesses suggested that section 3.1.1(b) is overly punitive to the business owner/tenant despite their best efforts to mitigate noise created by their customers; this clause would only be in play when an objective measurement cannot be made and we would expect that progressive enforcement would normally begin with a warning; and

- some concerns were expressed that if sound measurements are taken in areas of higher levels of aircraft or highway noise, they would be over-inflated and quickly rise above the permitted levels; under the Noise Regulation Bylaw, measurements will be taken, where possible, independent of ambient noise.

Staff has also included bylaw amendments to move the violations and fines related to noise regulation from the Municipal Ticket Information Authorization Bylaw and Provincial Court jurisdiction to the Notice of Bylaw Violation Dispute Adjudication Bylaw under the jurisdiction of the City's successful and efficient adjudication program.

Richmond Health is contracted to conduct enforcement of the City's noise regulations and will be responsible for enforcing the limitations and sound levels as outlined in the Noise Regulation Bylaw No 8856 (Attachment 2). Under the terms of this agreement, the existing annual contract cost of \$65,000 for noise regulations will remain for 2012. However, Richmond Health advises a significant increase of 60% over the past 2 years in noise complaints including a 70% increase in construction noise complaints for the first 6 months of 2011 when compared to the same period in 2010. A portion of the funds approved by Council will be used to purchase the necessary equipment for Richmond Health to effectively measure the revised sound levels and to train their enforcement staff.

Financial Impact

On April 11, 2011, Council approved a one-time expenditure of \$100,000 to cover the costs associated with the development of the recommended Noise Regulation Bylaw, the purchase of required equipment, training of enforcement staff and development of procedural documentation. As a result, there is no additional financial impact arising from this report.

Conclusion

Staff is recommending the introduction and required readings of the attached bylaws to establish an updated, technically sound, fair and consistent approach to the regulation of noise in the City.



Wayne G. Mercer
Manager, Community Bylaws
(604.247.4601)

WGM:wgm



**Public Health Protection Bylaw No. 6989
Amendment Bylaw No. 8855**

The Council of the City of Richmond enacts as follows:

1. The Public Health Protection Bylaw No. 6989, as amended, is further amended by deleting SUBDIVISION THREE – NOISE REGULATION entirely and substituting the following:

SUBDIVISION THREE – Intentionally Deleted

2. The Public Health Protection Bylaw No. 6989, as amended, is further amended at SUBDIVISION EIGHT – INTERPRETATION by deleting the following definitions:

CONSTRUCTION

CONSTRUCTION EQUIPMENT

CONTINUOUS SOUND

DAYTIME

DECIBEL

NIGHTTIME

NON-CONTINUOUS SOUND

NOISE

POINT OF RECEPTION

POWER EQUIPMENT

SOUND

SOUND LEVEL

SOUND LEVEL METER

3. This Bylaw is cited as **"Public Health Protection Bylaw No. 6989, Amendment Bylaw No. 8855"**.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

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

CORPORATE OFFICER



Noise Regulation Bylaw No. 8856

The Council of the City of Richmond enacts as follows:

PART ONE: INTRODUCTION

1.1 Title

1.1.1 This Bylaw may be cited as the “Noise Regulation Bylaw No. 8856”.

1.1.2 Definitions

In this Bylaw,

“**Activity Zone**” means those areas so described in this Bylaw and so indicated in Schedule A, attached to and forming part of this Bylaw;

“**approved sound meter**” means an acoustic instrumentation system which:

- (a) is comprised of a microphone, wind screen and recorder which conforms to class 1 or class 2 requirements for an integrating sound level meter as defined by IEC 61672-1 [2002];
- (b) has been field calibrated before and after each sound measurement using a class 1 or class 2 field calibrator as defined by IEC 60942 [2003]; and
- (c) has been calibrated, along with the field calibrator, within the past two years by an accredited lab to a traceable national institute standard;

“**City**” means the City of Richmond;

“**construction**” includes

- (a) the erection, alteration, repair, relocation, dismantling, demolition and removal of a building or structure;
- (b) structural maintenance, power-washing, painting, land clearing, earth moving, grading, excavating, the laying of pipe and conduit (whether above or below ground), street or road building and repair, concrete placement, and the installation, or removal of **construction** equipment, components and materials in any form or for any purpose; or

- (c) any work or activities being done or conducted in connection with any of the work listed in paragraphs (a) or (b);

“Council” means the City Council of Richmond;

“daytime” means

- (a) from 7:00 a.m. to 8:00 p.m. Monday through Saturday;
- (b) from 10:00 a.m. to 8:00 p.m. on a Sunday or **holiday**;

“dBA”, or A-weighted decibel, means the unit used to measure the sound pressure level using the “A” weighting network setting on an **approved sound meter**;

“dBC”, or C-weighted decibel, means the unit used to measure the sound pressure level using the “C” weighting network setting on an **approved sound meter**;

“General Manager” means the General Manager of Engineering and Public Works for the City of Richmond or his or her designate;

“holiday” means

- (a) New Years Day, Good Friday, Easter Monday, Victoria Day, Canada Day, British Columbia Day, Labour Day, Thanksgiving Day, Remembrance Day, Christmas Day and Boxing Day or any other statutory holiday that may be declared by the Province of British Columbia; and
- (b) the day named in lieu of a day that is named in paragraph (a) and that falls on a Saturday, Sunday or the following Monday;

“IEC” means the International Electro-Technical Commission;

“impulsive sound” means **specific sound** that is characterized by brief bursts of sound pressure, with the duration of each impulse usually less than 1 second, including without limitation specific sound containing “bangs”, “clicks”, “clatters” or “thumps” from hammering, banging of doors and metal impacts;

“impulsive sound adjustment” means a 5 dBA increase applied to **specific sound** classified as **impulsive sound** and a 0 dBA increase applied to **specific sound** that is not classified as **impulsive sound**;

“inspector” includes the **Medical Health Officer**, the Chief Public Health Inspector, the General Manager, a Bylaw Enforcement Officer employed by the **City**, a Peace Officer, and any employee acting under the supervision of any of them;

“Intermediate Zone” means those areas so described in this Bylaw and so indicated in schedule A, attached to and forming part of this Bylaw;

“ISO” means the International Organization for Standardization;

" L_{eq} ", or equivalent continuous sound pressure level, means that constant or steady **sound** level, rounded to the nearest decibel, which, in a specified time period, conveys the same **sound** energy as does the actual time-varying sound level;

"lawn and garden power equipment" means any equipment or machinery used in lawn and garden care, including leaf blowers, edge trimmers, rototillers and lawn mowers;

"measurement time interval" means the total time over which **sound** measurements are taken, and:

- (a) is chosen to best represent the situation causing disturbance;
- (b) is between 1 minute and 30 minutes;
- (c) is chosen to avoid influence from the **residual sound** where possible; and
- (d) may consist of a number of non-contiguous, short term measurement time intervals that add up to 1 to 30 minutes;

"Medical Health Officer" means the Medical Health Officer appointed under the *Health Authorities Act*, RSBC 1996, c. 180 or his/her designate, to act within the limits of the jurisdiction of any local board, or within any health district;

"nighttime" means any period of any day not specifically defined as **daytime**;

"point of reception" means a position within the property line of the real property occupied by the recipient of a **sound** that best represents the location at which that **specific sound**, emanating from another property, is received and the resulting disturbance experienced and is:

- (a) at least 1.2 m from the surface of the ground and any other **sound** reflecting surface; and
- (b) outdoors, unless there is no **point of reception** outdoors because the **specific sound** is within the same building or the wall of one **premises** is flush against another, in which case the **point of reception** shall be within the building where the **specific sound** is received and the resulting disturbance experienced;

"premises" means

- (a) the area contained within the boundaries of a legal parcel of land and any building situated within those boundaries; and
- (b) each unit, the common areas of the building, and the land within the apparent boundaries of the legal parcel of land are each separate **premises** where a building contains more than one unit of commercial, industrial or **residential occupancy**;

“Quiet Zone” means those areas so described in this Bylaw and so indicated in Schedule A, attached to and forming part of this Bylaw;

“rating level” means the **specific sound level** plus the **impulsive sound adjustment** and **tonal sound adjustment**;

“residential occupancy” in respect of **premises**, means a dwelling unit located within a building, and includes a room for rent in a hotel or motel;

“residual sound” means the sound remaining at a given location in a given situation when the **specific sound** source is suppressed to a degree such that it does not contribute to the **total sound**;

“sound” means an oscillation in pressure in air which can produce the sensation of hearing when incident upon the ear;

“specific sound” means the **sound** under investigation;

“specific sound level” means the equivalent continuous **sound** pressure level or L_{eq} at the point of reception produced by the **specific sound** over the **measurement time interval**;

“tonal sound” means **specific sound** which contains one or more distinguishable, discrete, continuous tones or notes including, without limitation:

- (a) **specific sound** characterized by a “whine”, “hiss”, “screech” or “hum”;
and
- (b) music;

“tonal sound adjustment” means a 0 – 6 dBA increase applied to **specific sound** classified as **tonal sound** as determined using the approach described in ISO 1996-2 [2007] Annex C and a 0 dBA increase applied to **specific sound** that is not classified as **tonal sound**;

“total sound” means the totally encompassing **sound** in a given situation at a given time, usually composed of **sound** from many sources near and far;

“total sound level” means the equivalent continuous **sound** pressure level or L_{eq} at the point of reception produced by the **total sound** over the **measurement time interval**; and

“vehicle” means a device in, on or by which a person or thing is or may be transported or drawn along a highway, but does not include a device designed to be moved by human power or device used exclusively on stationary rails or tracks.

PART TWO: SOUND LEVELS

2.1 Quiet Zone Permitted Sound Levels

2.1.1 In a **Quiet Zone** a person must not make, cause or permit to be made or caused, any **sound** that has a **rating level** which:

- (a) during the **daytime** exceeds:
 - (i) 55 **dba** or 65 **dbc** when received at a **point of reception** in a **Quiet Zone**;
 - (ii) 60 **dba** or 70 **dbc** when received at a **point of reception** in an **Intermediate Zone**;
 - (iii) 70 **dba** or 80 **dbc** when received at a **point of reception** in an **Activity Zone**; or
- (b) during the **nighttime** exceeds:
 - (i) 45 **dba** or 55 **dbc** when received at a point of reception in a **Quiet Zone**;
 - (ii) 50 **dba** or 60 **dbc** when received at a **point of reception** in an **Intermediate Zone**;
 - (iii) 70 **dba** or 80 **dbc** when received at a **point of reception** in an **Activity Zone**.

2.2 Intermediate Zone Permitted Sound Levels

2.2.1 In an **Intermediate Zone** a person must not make, cause or permit to be made or caused, any **sound** that has a **rating level** which:

- (a) during the **daytime** exceeds:
 - (i) 60 **dba** or 70 **dbc** when received at a **point of reception** in a **Quiet Zone**;
 - (ii) 60 **dba** or 70 **dbc** when received at a **point of reception** in an **Intermediate Zone**;
 - (iii) 70 **dba** or 80 **dbc** when received at a **point of reception** in an **Activity Zone**; or

- (b) during the **nighttime** exceeds:
 - (i) 50 **dB**A or 60 **dB**C when received at a **point of reception** in a **Quiet Zone**;
 - (ii) 50 **dB**A or 60 **dB**C when the prescribed **point of reception** is outdoors or 55 **dB**C when the prescribed **point of reception** is indoors in an **Intermediate Zone**;
 - (iii) 70 **dB**A or 80 **dB**C when received at a **point of reception** in an **Activity Zone**.

2.3 Activity Zone Permitted Sound levels

2.3.1 In an **Activity Zone** a person must not make, cause or permit to be made or caused, any **sound** that has a **rating level** which:

- (a) during the **daytime** exceeds:
 - (i) 60 **dB**A or 70 **dB**C when received at a **point of reception** in a **Quiet Zone**;
 - (ii) 65 **dB**A or 75 **dB**C when received at a **point of reception** in an **Intermediate Zone**;
 - (iii) 70 **dB**A or 80 **dB**C when received at a **point of reception** in an **Activity Zone**; or
- (b) during the **nighttime** exceeds:
 - (i) 50 **dB**A or 60 **dB**C when received at a **point of reception** in a **Quiet Zone**;
 - (ii) 55 **dB**A or 65 **dB**C when received at a **point of reception** in an **Intermediate Zone**;
 - (iii) 70 **dB**A or 80 **dB**C when received at a **point of reception** in an **Activity Zone**.

2.4 Summary of Permitted Sound Levels by Zone

2.4.1 For convenience, the outdoor **sound** level limits set out in sections 2.1 to 2.3 are summarized in the table in Schedule B, attached to and forming part of this Bylaw.

2.5 Properties Where Specific Modifications or Exceptions to Rating Levels Apply

- 2.5.1 Properties listed in Schedule C of this Bylaw are subject to the rating levels set-out in Schedule C. Except as modified or excepted in Schedule C, the rating levels in sections 2.1 – 2.3 of this Bylaw apply to such properties.

2.6 Assessment at Locations Affected by Residual Sound

- 2.6.1 Where the **total sound level** exceeds all of the prescribed **sound** limits identified in sections 2.1 to 2.3 and is influenced by the **residual sound** at the **point of reception** such that the **specific sound** cannot be accurately measured, the **specific sound** should be measured at distances close to the source and then predicted at the **point of reception** using an internationally accepted calculation standard such as ISO 9613-2.

2.7 Role of Inspector

- 2.7.1 Any **inspector** may measure **sound** levels with an **approved sound meter**, and may enter at all reasonable times upon any real property, to determine compliance with the provisions of Part Two of this Bylaw.

PART THREE: PROHIBITED TYPES OF NOISE

3.1 Noise Disturbing Neighbourhood

- 3.1.1 Subject to other provisions of this Bylaw:

- (a) a person must not make or cause a **sound** in a street, park, plaza or similar public place which disturbs or tends to disturb the quiet, peace, rest, enjoyment, comfort or convenience of persons in the neighbourhood or vicinity;
- (b) a person who is the owner or occupier of, or is in possession or control of, real property must not make, suffer, or permit any other person to make, a **sound**, on that real property, which can be easily heard by a person not on the same **premises** and which disturbs or tends to disturb the quiet, peace, rest, enjoyment, comfort or convenience of persons in the neighbourhood or vicinity.

- 3.1.2 Subsection 3.1.1 does not apply if a **sound** level may practically be measured and the **sound** level is in compliance with Part Two of this Bylaw.

3.2 Prohibited Types of Noise

- 3.2.1 The following sounds are prohibited because they are objectionable, or liable to disturb the quiet, peace, rest, enjoyment and comfort of individuals or the public notwithstanding that such sounds may not constitute a violation of any other provision of this Bylaw:

- (a) the **sound** made by a dog barking, howling or creating any kind of **sound** continually or sporadically or erratically for any period in excess of one-half hour of time;
- (b) the **sound** made by a combustion engine that is operated without using an effective exhaust muffling system in good working order;
- (c) the **sound** made by a **vehicle** or a **vehicle** with a trailer resulting in banging, clanking, squealing or other like **sounds** due to an improperly secured load or improperly secured equipment, or due to inadequate maintenance;
- (d) the **sound** made by a **vehicle** horn or other warning device used except under circumstances required or authorized by law;
- (e) the **sound** made by amplified music, whether pre-recorded or live, after 2:00 a.m. and before 8:00 a.m. on any day; and
- (f) **sound** produced by audio advertising which:
 - (i) is directed at pedestrians or motorists on any street or sidewalk; or
 - (ii) can be heard on any street or sidewalk.

PART FOUR: EXEMPTIONS

4.1 Specific Exemptions

4.1.1 This Bylaw does not apply to **sound made:**

- (a) by a police, fire, ambulance or other emergency vehicle;
- (b) by a horn or other signalling device on any **vehicle**, boat or train where such sounding is properly and necessarily used as a danger or warning signal;
- (c) by the use, in a reasonable manner, of an apparatus or mechanism for the amplification of the human voice or music in a public park, public facility or square in connection with a public meeting, public celebration, athletic or sports event or other public gathering, if:
 - (i) that gathering is held under a City issued permit or license or similar agreement; or
 - (ii) that gathering has received prior approval under section 4.2.1;
- (d) by bells, gongs or chimes by religious institutions, or the use of carillons, where such bells, gongs, chimes or carillons have been lawfully erected;
- (e) by works and activities authorized by the British Columbia School Board 38 (Richmond) and conducted by its employees, agents and contractors on

property owned or operated by British Columbia School Board 38 (Richmond);

- (f) by a parade, procession, performance, concert, ceremony, event, gathering or meeting in or on a street or public space, provided that a permit, licence or similar agreement has been granted by the City for the event;
- (g) by outdoor athletic activity that takes place between 8:00 a.m. and 10:30 p.m.;
- (h) by the use, in a reasonable manner, of the **premises** of a Community Care Facility duly licensed under the *Community Care and Assisted Living Act*, SBC, 2002, Chapter. 75, or from the use of a similar institution;
- (i) by works and activities authorized by the City and conducted by its employees, agents and contractors on property owned (including, without limitation dedicated roads, parks and other public spaces) or operated by the City;
- (j) by a garbage collection service:
 - (i) between 7:00 a.m. and 8:00 p.m. Monday through Saturday; and
 - (ii) between 9:00 a.m. and 6:00 p.m. on a Sunday or **holiday**;
- (k) by municipal works including, but not limited to, the construction and repair of streets, sewers lighting and other municipal services, whether carried out during the daytime or during the nighttime by, or on behalf of the City or the Greater Vancouver Regional District or any other public authority, but, unless the General Manager approves otherwise, does not include **construction** carried out under and agreement to install City works as described in section 940 of the *Local Government Act*;
- (l) by **lawn and garden power equipment**, provided that the use of the **lawn and garden power equipment** takes place:
 - (i) between 7:00 a.m. and 8:00 p.m. Monday through Friday; or
 - (ii) between 10:00 a.m. and 8:00 p.m. on a Saturday, Sunday and **holiday**;
- (m) by **construction**, provided that it has a **rating level** which does not exceed 85 **dba** when measured at a distance of 15.2m (50 feet) from that source of **sound**, and only:
 - (i) between 7:00 a.m. and 7:00 p.m. Monday through Friday that is not a **holiday**; and

- (ii) between 10:00 a.m. and 6:00 p.m. on a Saturday that is not a **holiday**;
- (n) by the nightly cleaning of streets and sidewalks and the collection of garbage from sidewalk refuse bins by or on behalf of the City;
- (o) by public transit or aeronautics;
- (p) by normal farm practices on a farm operation as defined by and protected by the *Farm Practices Protection (Right to Farm) Act*; or
- (q) by an occupant of a strata lot or rental unit used for **residential occupancy** where the source of the sound and the **point of reception** is within the same building.

4.2 Exemptions and Relaxations by Approval

- 4.2.1 A person may submit an application for an exemption or relaxation from the provisions of this Bylaw to the **General Manager**, in a form and with content satisfactory to the **General Manager** who may allow the exemption or relaxation with or without terms and conditions or refuse the exemption or relaxation provided that the exemption or relaxation is limited to a period of not more than forty-eight (48) hours.
- 4.2.2 With respect to exemptions or relaxations from the limitations imposed by section 4.1.1(m) of this Bylaw for construction projects, the **General Manager** may grant the exemption if satisfied that:
 - (a) the volume of traffic in the area of the proposed construction is such as to cause danger to the workers on the job, or to cause traffic congestion;
 - (b) the impact and inconvenience to residents in the area of the proposed construction can be minimized;
 - (c) the construction cannot be undertaken efficiently or safely during the normal working day; or
 - (d) interruption of any service during normal working day would cause any person undue hardship.
- 4.2.3 If an exemption or relaxation is granted by the **General Manager** the applicant must, at least forty-eight (48) hours before the start of the exemption period, distribute a notice, in a form and with content satisfactory to the **General Manager**, to all residences within a one hundred (100) metre radius. Such a notice is to include, but will not be limited to, all times and dates, the specific location and general description of the activity.

4.2.4 An applicant who has been refused an exemption or relaxation by a decision of the **General Manager** may apply to have Council reconsider that decision in accordance with the following procedures:

- (a) the applicant may apply by notice to the City Clerk within 14 days of any refusal by the **General Manager** to grant an exemption or relaxation;
- (b) the applicant may address Council in writing or in person concerning the specific exemption or any future exemptions; and
- (c) Council may allow or revise the exemption or relaxation with or without terms and conditions or refuse the exemption or relaxation.

4.3 Modification of Exception of Rating Levels by Bylaw Amendment

4.3.1 A person may, in respect to a specific property or specific properties, submit an application for a modification of this Bylaw in respect to a rating level set out in section 2.1 -- 2.3 of this Bylaw to the **General Manager** in a form and with a content satisfactory to the **General Manager** who shall refer the application to Council for consideration with recommendations.

PART FIVE: GENERAL

5.1 Severability

5.1.1 No provision of this Bylaw depends for its validity on the validity of any other provision.

5.2 Offences and Penalties

- 5.2.1 (a) a violation of any of the provisions identified in this Bylaw shall result in liability for penalties and late payment amounts established in Schedule A of the Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122; and
- (b) a violation of any of the provisions identified in this Bylaw shall be subject to the procedures, restrictions, limits, obligations and rights established in the *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122* in accordance with the *Local Government Bylaw Notice Enforcement Act, SBC 2003, c.60*.
- 5.2.2 Every person who contravenes any provision of this Bylaw is considered to have committed an offence against this bylaw and is liable on summary conviction, to the penalties provided for in the *Offence Act*, and each day that such violation is caused, or allowed to continue, constitutes a separate offence.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CITY CLERK

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

SCHEDULE A TO BYLAW 8856
NOISE ZONES

Category	Quiet Zone	Intermediate Zone	Activity Zone
1. Standard Zoning (subject to Category 4)	<ul style="list-style-type: none"> Residential Zones commencing with RS, RC, RD, RI, RT, RA Residential / Limited Commercial Zones commencing with RCL Institutional Zones commencing with ASY, HC Mixed Use Zones commencing with CN, CS 	<ul style="list-style-type: none"> Mixed Use Zones commencing with CDT Commercial Zones commencing with CL, CC, CA, CEA, CG, CP, CV, CR Marina Zones commencing with MA1, MA2 Institutional Zones commencing with AIR, SI Agriculture & Golf Zones commencing with AG, GC 	<ul style="list-style-type: none"> Industrial Zones commencing with I, IL, IB, IR, IS
2. Site Specific Zoning (subject to Category 4)	<ul style="list-style-type: none"> Residential Zones commencing with ZS, ZD, ZT, ZLR, ZHR Residential (Other) Zones commencing with ZR 	<ul style="list-style-type: none"> Mixed Use Zones commencing with ZMU Commercial Zones commencing with ZC Public Zones commencing with ZIS Agricultural Zones commencing with ZA 	<ul style="list-style-type: none"> Industrial Zones commencing with ZI

Category	Quiet Zone	Intermediate Zone	Activity Zone
3. Land Use Contracts (subject to Category 4)	<ul style="list-style-type: none"> 001-009, 011-021, 023-027, 029-037, 040-050, 052-061, 063, 065-069, 071-077, 081-086, 088-090, 093-102, 104-117, 120-121, 123-125, 129-138, 140-165 	<ul style="list-style-type: none"> 010, 022, 028, 051, 062, 064, 070, 078, 079, 087, 092, 119, 122, 126, 128 	<ul style="list-style-type: none"> 039, 091, 127, 139
4. Additional Designations		<ul style="list-style-type: none"> All parcels that would otherwise be classified as a Quiet District that are in Areas 1A or 2 as outlined in the OCP Aircraft Noise Sensitive Development Table contained in Section 5.4 - Noise Management in the Richmond Official Community Plan Bylaw No 7100 All parcels bordering a municipal 4-lane roadway, Highway 91 or Highway 99 	<ul style="list-style-type: none"> All roadways All railroad rights-of-way

SCHEDULE B TO BYLAW 8856**SUMMARY OF PERMITTED OUTDOOR SOUND LEVELS BY ZONE**

		Sound Receiver Zone					
		Quiet		Intermediate		Activity	
		Day	Night	Day	Night	Day	Night
Sound Source Zone	Quiet	55 dBA	45 dBA	60 dBA	50 dBA	70 dBA	70 dBA
		65 dBC	55 dBC	70 dBC	60 dBC	80 dBC	80 dBC
	Intermediate	60 dBA	50 dBA	60 dBA	50 dBA	70 dBA	70 dBA
		70 dBC	60 dBC	70dBC	60 dBC	80 dBC	80 dBC
	Activity	60 dBA	50 dBA	65 dBA	55 dBA	70 dBA	70 dBA
		70dBC	60 dBC	75 dBC	65 dBC	80 dBC	80 dBC

Note: the permitted outdoor **dBC** sound level is 10 dB higher than the permitted **dBA** sound level.

SCHEDULE C TO BYLAW 8856**SPECIFIC MODIFICATIONS/EXCEPTIONS TO PART TWO: SOUND LEVELS**

Property specific modifications / exceptions to the rating levels in Part Two: "Sound Levels" of the Bylaw are set-out below. Except as modified or excepted below, the rating levels in Part Two: "Sound Levels" apply.

Civic Address of Sound Source	Civic Address of Point of Reception	Permitted Sound Level



**Municipal Ticket Information Authorization Bylaw No. 7321,
Amendment Bylaw No. 8857**

The Council of the City of Richmond enacts as follows:

1. Municipal Ticket Information Authorization Bylaw No. 7321, as amended, is further amended at Schedule 9 by deleting the following:

Subdivision Three – Noise Regulation

Making noise which disturbs	31.1.1(a)	\$100
Permitting noise which disturbs	3.1.1.1(a)	\$100
Equipment noise which disturbs	3.1.1.1(b)	\$100
Animal noise which disturbs	3.1.1.1(b)	\$250
Vehicle noise which disturbs	3.1.1.1(b)	\$100
Machinery noise which disturbs	3.1.1.1(b)	\$100

2. This Bylaw is cited as **“Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 8857”**.

FIRST READING

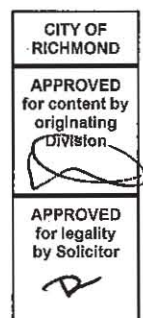
SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER





**City of
Richmond**

Bylaw 8858

**Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122,
Amendment Bylaw No. 8858**

The Council of the City of Richmond enacts as follows:

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

“(k) Noise Regulation Bylaw No. 8856, as amended,”
2. Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, as amended, is further amended by adding to the end of the table in Schedule A of Bylaw No. 8122 the content of the table in Schedule A attached to and forming part of this bylaw.
3. This Bylaw is cited as **“Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 8858”**.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

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

SCHEDULE A to BYLAW NO. 8858**SCHEDULE A to BYLAW NO. 8122****Designated Bylaw Contraventions and Corresponding Penalties**

A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Amount	A8 Compliance Agreement Discount
	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
Noise Regulation Bylaw No. 8856 (2012)	Making or causing noise in a quiet zone which exceeds permitted limits	2.1.1	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
	Making or causing noise in an intermediate zone which exceeds permitted limits	2.2.1	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
	Making or causing noise in an activity zone which exceeds permitted limits	2.3.1	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
	Making or causing a noise which disturbs the quiet, peace and enjoyment of a neighbourhood	3.1.1	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
	Making or causing a prohibited type of noise which disturbs the quiet, peace and enjoyment	3.2.1	No	\$ 200.00	\$ 175.00	\$225.00	n/a

Proposed Noise Regulation Bylaw

City of Richmond Website / On-Line Survey

Number of Respondents: 164

Male: 48.8%

Female: 51.2%

Age in Years:

0 to 18	2.4%
19 to 25	10.4%
26 to 35	18.9%
36 to 45	20.1%
46 to 55	19.5%
56 to 65	18.3%
Over 65	10.4%

Location:

Centre (Gilbert to No 5)		
North of Westminster	V6X	33.5%
(includes 11.0% of respondents from Caithcart Road)		
Westminster to Francis	V6Y	9.1%
Francis to Fraser River	V7A	8.5%
Northwest of Francis & Gilbert	V7C	12.8%
Southwest of Francis & Gilbert	V7E	30.5%
(includes 11.6% of respondents from Andrews Road)		
Vancouver		4.9%
Delta		0.7%

Length of Residency:

0 to 6	months	7.3%
7 to 11	months	4.3%
1 to 5	years	42.7%
6 to 10	years	22.0%
Over 10	years	23.8%

Time to Bed:

10 pm to midnight	73.8%
Midnight or later	10.4%

Time Awake:

Prior to 6 am	16.5%
6 am to 8 am	48.8%

Proposed Noise Regulation Bylaw

City of Richmond Website / On-Line Survey

Windows Open:	All the Time	33.5%
	Daytime Only	11.6%
	Never	10.4%
	Occasionally	44.5%

Sensitivity to Noise:	Very Low	3.1%
	Low	6.7%
	Average	59.1%
	High	20.7%
	Very High	10.4%

Impact of Noise on Property:	Not at All	7.3%
	Not Significant	13.4%
	Moderately	30.5%
	Significant	48.8%

Location of Impact:	Nowhere	14.6%
	Indoors	16.5%
	Outdoors	26.8%
	Both Equally	42.1%

Sources of Noise Identified & Priority:

	First	Second	Third
Air Traffic	19.0%	8.0%	5.0%
Business	7.3%	5.0%	
Construction	5.0%	4.0%	3.7%
Garbage Collection	1.3%	1.3%	
Neighbours	6.0%	3.3%	12.3%
Public Transit	10.7%		
Road Traffic	1.3%		
None Identified	4.0%		

Quality of Life Impacted:	Occasionally	22.0%
	Often in Past Month	8.5%
	Often in Past Year	47.6%
	For More Than 5 Years	22.0%

Proposed Noise Regulation Bylaw**City of Richmond Website / On-Line Survey**

Knowledge of City's Bylaw:	Poor	22.0%
	Fair	28.0%
	Good	22.6%
	Excellent	15.2%
	Did Not Know It Existed	12.2%

Satisfied with Current Bylaw:	Strongly Disagree	39.0%
	Disagree	29.3%
	Neutral	23.2%
	Agree	5.5%
	Strongly Agree	3.0%



Noise Regulation Bylaw Consultation Meeting

Held November 1, 2011, 6:00 pm

M.2.002

Richmond City Hall

In Attendance:

Wayne Mercer, Manager, Community Bylaws
Magda Laljee, Supervisor, Community Bylaws
Amarjeet Rattan, Director, Intergovernmental
Relations & Protocol Unit
Neonila Lilova, Manager, Economic Development
Don Howardson, Young Anderson, Lawyers
Mark Bliss, P. Eng, BKL Consultants
Steve Chong, Vancouver Coastal Health
Nigel Hedley, Vancouver Coastal Health

Jim Van der Tas, Steveston Merchants Association
Howard Jampolsky, Economic Advisory Committee
Richard Harker, Qué Pasa Foods
Ed Gavsie, Tourism Richmond
Sheila Luft, Economic Advisory Committee
Jerome Dickey, Economic Advisory Committee
Shelby So, Richmond Chamber of Commerce
Tom Corsie, Economic Advisory Committee
Bob Laurie, Economic Advisory Committee

Minutes:

1. The meeting opened with a PowerPoint presentation given by Mark Bliss.
2. Wayne Mercer provided analysis of the proposed bylaw.
3. Questions (Q) and Answers (A):

Q: Under the proposed bylaw, what category a garbage truck or a snowplough in day to day operations would fall?

A: The current and proposed bylaw has exemptions as long as it's within a certain time in the day; also depends where you are situated ie. If you are in a condo and the truck picks up right in front of your place the noise level would be higher, but over a period of time would be lower; likely a garbage truck would still exceed if operating during the night.

Q: If you're a business, today you're okay, but has the proposed bylaw dropped the level of sound allowed?

A:

- It's a different measure, non continuous versus continuous sound
- The residents may think it's allowing more noise but by removing the subjective part of the bylaw it would meet the objective

- Trying not to make any substantial changes to the levels but rather introducing a different way of measuring noise levels

Q: With the different method are they [businesses] still complying?

A: Yes. From an enforcement perspective the continuous sounds are the more common complaints; if a business has been consistent they will be consistent with the new bylaw.

Q: I understand that subjective not objective is the problem, but what has motivated the change in the bylaw?

A:

- General perceptions based on a couple of isolated incidents in the city to cause this change, but we see this as part of City's regular routine review of a bylaw.
- When we were asked to look at options we looked at Vancouver, which is a very confusing bylaw; Victoria enacted a similar bylaw and this is an evolution not reactive.

Q: What is the financial impact of the proposed changes?

A: The budget is approved for the process of going through these consultations and for new equipment and training in cooperation with Richmond Health, is budgeted at \$100,000 this year; further costs will be discussed in the future.

Q: Pleasantly surprised that no collision sites are not on the map ~ the works yard is in the red zone. Residences across in relations to the works yard may be affected. Great Northern Way in Vancouver an example: no inclusion of an MR2 zone, industrial is not compatible, they are safe; note nothing in the works yard. Does the covenant on properties registered on Gilbert supersede the bylaw? Tired of people buying beside the airport and complain about noise ~ is there any recourse to default?; Will this bylaw supersede such covenants? Will this covenant be modified or trumped by the bylaw? Are we giving respite to the folks that have been after the airport for years? The airport is a fundamental and viable employer.

A: Wayne to follow-up on clarity of the covenant.

Q: As Steveston grows and more people come into the area (including residents), we want to make sure businesses in the area do not need to change their business practices dramatically as this could be a for loss of business.

A:

- Have talked to development people and any areas they feel will be impacted will be putting together a strong covenant on the property titles
- We have been assured that the development permit process and the covenant in the future will be stricter

Q: Regarding the map between No 7 Road and Nelson, south of Granville is agriculture activity, why is this not red zone?

A: This is not part of the bylaw, just present zoning, and will be looking at that specific area and other areas. Not to say zoning will change, but will be looking at that.

Q: The map shows all streets marked red, does this mean all streets are in the activity zone.

A: Yes.

Q: Based on the Victoria model, have you received any feedback?

A:

- Yes, it's been positive.
- The first draft had to be amended by purely objective limits, made amendments for police officers to carry testing equipment.
- If something comes to our attention outside of work hours at a high level we will address that.

Q: Why will sound only be measured at the exterior of a property?

A: Mainly because standards and guidelines around the world assess this kind of environmental noise outside. If I move a microphone in a room the sound builds up in certain spots. Outdoors is easier to improve precision for enforcement.

Q: Has the Agricultural Advisory Committee seen the proposed bylaw? In the agriculture area a new cranberry processing plant is going in. Why is agricultural business in the intermediate zoning? What would happen if I start mining the dump and generating power with turbines that will generate far more noise?

A:

- No, this has not gone to AG committee; but will ensure they are included, if needed
- It is complaint driven
- Property could get rezoned; however zoning is a whole other topic.

Q: Any major farm operators invited in the consultations?

A: Farms are exempt from the proposed bylaw.

Q: With the new decibel levels – what about trucks going through blue zones?

A:

- Moving vehicle noise is not in jurisdiction, but a parked truck with reefer would be.
- Would like to reiterate that if they complied with the old bylaw they will comply with new bylaw.

Q: Who are we really trying to catch ~ what type of offender? A car with loud music or motorcycle?

A: General scope of complaint types we get have been construction noise and neighbour on neighbour perhaps complaining about an air conditioning unit. The matters in the press are the exceptions and difficult to mitigate.

Q: What is the ticketing and/or warning process? How many in a year?

A: Very small percent of noise complaints go to ticketing. We have been very successful at mitigating. Less than 5 a year get a ticket. Typically we get great results with more mediation taking place. There isn't a trend to prosecutions; ends with education; in most cases both sides feel badly.

Q: What are the staffing / labour costs of enforcement of the proposed bylaw?

A:

- Costs have increased because of a larger volume of complaints. Over the past 5 years the volume of complaints has increased with construction. We do track those numbers; will make it easier removing subjectivity making objective levels; construction is granted some leeway; only Sundays and holidays construction is not exempt from proposed bylaw
- With proper planning there are exemptions issued.

Q: There is a misperception that these two isolated incidents made the changes to the bylaw – now the new bylaw will it do anything to address these two disputes?

A: Going back to the certainty issue, and the clear definition; not sure where its going to end up. We have had workshops with the residential groups with very limited turnout. Seems to be driven by a small number of people. Businesses are doing everything that can be done to accommodate the residents.

Q: In reference to setting new standards and how they will be measured; was there noise measurements in the current bylaw?

A: Yes it stated that you could take measurements indoors and outdoor in dBA levels as opposed to dBC levels.

Q: Having been in construction, what is the definition of construction activity? If a complaint of a contractor putting tools in work van at 11:00 pm – is there clarification on what is construction activity?

A: In definitions that would be defined as average banging.

Q: The River Rock Hotel with jets flying close overhead ~ is there a covenant on the hotel? Is that an issue?

A: That will not be an issue. Airport noise is exempt.

Q: Restrictions about penalties refers to another bylaw?

A: That would be adjudication. Since 2007 we can issue tickets that go to adjudication process instead of court. No fines have been set at this time.

Q: Do you have any jurisdiction on Sea Island?

A: We deal with barking dogs in that area, not air noise; as for airport activity on the ground – not sure.

Q: Do I have to own the property I'm complaining from or can I be in a park and make a complaint while in the park?

A: The point of reception requires a source of another property not the same property.

Meeting ended 7:34pm.

Recording Secretary: Christina Arneson, EA Corporate & Community Services



City of
Richmond

Minutes

Noise Regulation Bylaw Consultation Meeting

Held November 10, 2011, 6:00 pm

Council Chambers
Richmond City Hall

In Attendance:

Wayne Mercer, Manager, Community Bylaws
Magda Laljee, Supervisor, Community Bylaws
Neonila Lilova, Manager, Economic Development
Amarjeet Rattan, Director, Intergovernmental
Relations & Protocol Unit
Don Howardson, Young Anderson, Lawyers
Mark Bliss, P. Eng., BKL Consultants
Dalton Cross, Vancouver Coastal Health

Thirty-Four (34) Business Representatives

Minutes:

1. The meeting opened with a PowerPoint presentation given by Mark Bliss.
2. Wayne Mercer provided analysis of the proposed bylaw.
3. Questions (Q) and Answers (A):

- Q:** If a business is rendered non-compliant under the proposed bylaw, is the onus on businesses to move or on residents to shut their windows? Would a grandfathering exemption for businesses exist?
- A:** Part of our next report to Council is to bring forward mitigating measures for businesses that would be rendered non-compliant under the proposed bylaw. These options will be investigated as part of that work.
- Q:** It is clear that World Health Organization (WHO) and other municipal standards were considered. Where did the dBC measurement come from?
- A:** The City of Vancouver Noise Bylaw, which deals mostly with entertainment noise, is the source
- Q:** Was there any alternative methodology considered? There are other methodologies out there, e.g. establish a level of ambient noise and then add on measurements of specific noise associated with the complaint. Which approach is more accurate?

- A: Other methodologies have been considered. The one mentioned is very complex to enforce. However, there are international jurisdictions (such as London, England) that utilize similar methodologies.
- Q: It is a concern that the City is trading off accuracy for ease of enforcement. Is this fair in terms of special circumstances, such as a property subject to elevated ambient noise (e.g. surrounded by flight paths on both sides and abutting a major thoroughfare). In light of this, would staff and Council reconsider the methodology in the proposed bylaw?
- A: The proposed dBA/dBC scale accounts for eliminating ambient noise. Ambient noise is captured and subtracted from the total reading to obtain an accurate dBA/dBC measurement.
- Q: The map of proposed noise zones is an ever-changing piece, as it is based on City zoning. The noise map changes as properties are re-zoned. There are now residences where there were none before. Residents and businesses should be equally responsible.
- A: The City makes efforts to build safeguards as part of the development application and building permit process
- Q: A short-term source (e.g. loading a truck) and a continuous source – are they measured differently?
- A: Not necessarily. A one-time truck loading incident is not of concern. Multiple and repeating truck loading incidents is a different story. The same principles as in the dBA/dBC scale chart would apply.
- Q: How is Activity Zone defined? A property that is in an Activity Zone today is turning into a Quiet Zone due to a residential development tomorrow. Whose responsibility is it going to be to mitigate, not only for new developments but also for existing situations?
- A: Municipalities need to think of accommodating through the permitting process. Requirements for new developments are becoming more stringent. The intent of the noise bylaw is not to make noise inaudible. Staff will be looking at mitigation strategies as a next step.
- Q: At the No.2 Road industrial park, the Riverwind residential developer is not compliant with requirements – they are supposed to install an 8-foot barrier but the current barrier in place is 3 feet.
- A: Thank you for the comment.
- Q: The proposed bylaw includes a daytime change from 7 am to 8 pm every day to 10 am to 8 pm on Sundays and holidays. This will be restrictive to business activities, especially shift work and 24-hour operations.
- A: Thank you for the comment.

Q: The proposed bylaw includes a daytime change from 7 am to 8 pm every day to 10 am to 8 pm on Sundays and holidays. This will be restrictive to business activities, especially shift work and 24-hour operations.

A: Thank you for the suggestion. Please put it in writing.

Q: Is the City going to assist businesses to gain understanding how much dBA/dBC their operations generate? Are such resources planned available to business?

A: Not at this time.

Q: Roads are all listed as Activity Zone. How does that influence properties that are immediately adjacent each other but right across the road?

A: This does not influence. The properties and noise zones associated with the point of noise source and the point of noise reception is all that matters.

Q: There was a covenant signed by the Riverwind residential property owners. Who is responsible in this case?

A: Yes, this is a "buyer beware".

Q: There was a covenant signed by the Riverwind residential property owners. Who is responsible in this case? How does the City enforce the covenant? The City needs to deal with this issue, someone 'dropped the ball'. This creates a long-term problem of that specific location. If one business is chased out, there are lost jobs and empty spaces which forces other businesses to move out until all are gone.

A: Yes, this is a "buyer beware".

Q: How did the noise zones get determined?

A: The current zoning map was used but it is constantly changing. Exception are areas under the flight path and next to highways where properties are designated as Intermediate Zone, regardless of zoning.

Q: Section 3.1.1.b of the proposed bylaw is highly subjective.

A: Section 3.1.2 underneath addresses that.

Q: There is a difference between a 'party house' and a business and Section 3.1.1.b exposes the business. Consider language to be more objective and specific, e.g. introduce designated use and owner reasonableness in addressing the noise created by patrons leaving the premises. The way it is now is punitive to the owner/business. Will the new bylaw reflect that?

A: This is a one-off situation. A ticket would be warranted only if it is a constant and continuous problem. But few municipalities take that action. We cannot place safeguards

in the bylaw. The discretion rests with the bylaw officer and the breach is registered in 1 out of 900 cases. In most cases, people try to resolve.

Q: How do *Leq* measurements work? Over what period?

A: *Leq* takes a representative sample on readings over a 1 to 30 minute period.

Q: What if we have changing noise levels over the course of the day?

A: Over the day, the loudest 30 minutes needs to be in compliance with the allowable noise levels. We get to the core issue prior to measurement, as measuring over 8 hours is unreasonable.

Q: Any thought to extending the hours rather than reducing them, to accommodate shift work? It is a 24-hour business world.

A: Thank you for the suggestion. Please put it in writing.

Q: At No.2 Road, why not extend the Activity Zone to include residential developments immediately adjacent to the industrial park? That way residents will know they are living in a noisy area?

A: [None]

Q: What is the difference of 10dB?

A: Twice as loud.

Q: Can this bylaw accommodate variances?

A: In bylaws, there are exceptions. We have had preliminary discussions.

Meeting ended at 8:15 pm.

Recorder: Neonila Lilova -- Manager, Economic Development

From: Shelby So [mailto:shelbys@richmondchamber.ca]
Sent: November 7, 2011 8:40 AM
To: EconomicDev
Cc: Lilova, Neonila; Craig Jones
Subject: Re: Proposed Noise Regulation Bylaw - Business Consultations Comment Form

On behalf of one of the members of the Richmond Chamber of Commerce, please see the following comments regarding the Proposed Noise Regulation Bylaw:

- 1) In section 3.1.1 (b) of the proposed by law it reads *"a person who is the owner of occupier of, or is in possession or control of, real property must not make, suffer, or permit any other person to make, a sound, on that real property, which can be easily heard by a person not on the same premises and which disturbs or tends to disturb the quiet, peace, rest, enjoyment, comfort or convenience of persons in the neighbourhood or vicinity."*
 - This paragraph is extremely subjective and as a result will create a great deal of confusion and frustration as it is subject to a great deal of subjective interpretation.
 - We believe the paragraph should aim to be less subjective in nature, include an **eye to the intended use of the area making the noise**, and should include a **reasonable effort** exerted by the owner of the property in question rather than an absolute result of sound being created. For example if this law came into place the True Foods company would likely always be deemed in violation of the by law.
- 2) The by-law currently reads a maximum level of 60 DBCs emitted in the evening from an intermediate zone to point of reception in a quiet zone. If this level were to drop at all it would make most business owners in many intermediate zones in violation most of the time. The current ambient noise in many intermediate zones in Richmond is already hovering at approximately 58 DBCs. To consider lowering the level outlined in the by law would be extremely unfair to businesses in this zone and would threaten their existence. We believe the recommendation from the Sound Engineering company reflects a balance approach to sound levels in the intermediate zones.

Regards,
Shelby

Shelby So, MBA (蘇子永)
Manager, Membership Development
Richmond Chamber of Commerce
Phone: 604-278-2822 ext. 110
Cell: 778-288-0208
Fax: 604-278-2972
Email: shelbys@richmondchamber.ca
Website: www.richmondchamber.ca

From: Store317 [mailto:store317@MMMS.ca]
Sent: Thursday, November 10, 2011 06:23 PM
To: Davies, Marie-Therese
Cc: Mercer, Wayne
Subject: RE: Noise Bylaw Consultation

I had the best of intentions of being in attendance at the business consultation session this evening regarding the Noise By-law amendments. Unfortunately, I am unable to attend at this time, but I'd like to convey my comments as a business owner in Richmond and as someone who once worked in the noise by-law field (in Vancouver) and had a significant role in drafting the current Vancouver by-law and managing its enforcement. First some general observations:

1. Managing and administering a noise by-law fairly and equitably involves a balancing of expectations. My read of the general public's views (primarily through the media) of the proposed new by-law is that it doesn't go far enough in restricting noise generated at the interface between residential and commercial/industrial uses. To that I must say that, in moving in next to an industrially-zoned or commercial zoned land-use (whether or not it currently has commercial or industrial uses operating on it) must come with an expectation for ambient noise levels somewhat higher than one might properly expect in a residential zone (set back from major arterials). Instead we get residents of new condos built near a commercial use with rooftop refrigeration units clamoring for WHO-like sound levels (< 30 Leq dBA).

First of all, I believe I'm correct in stating that the WHO Guidelines for night-time noise in this type of situation are based on windows being closed. Therefore the estimated outdoor sound level at the outside of the window (or the building envelope) would normally be in the 45 to 50 decibels Leq, based on about 15 to 20 decibels of attenuation provided by the window. This happens to be in line with what staff are recommending for night-time sound levels at the commercial/industrial interface with residentially zoned land. PLEASE NOTE: the vocal residential opponents to the proposed changes continue to misinterpret or wilfully misrepresent the WHO Night Time objective of 30 decibels, forgetting to note that this is INSIDE the bedroom. Honestly, in my 20+ years in Noise By-law measurement, I can't think of a single place in Greater Vancouver that could achieve a night-time sound level (Leq) of 30 decibels. The "urban hum" associated with City Noises (cars, rapid transit, machinery including the ubiquitous RESIDENTIAL "heat pump") renders such an objective (for outdoor night time sound levels) unattainable.

Secondly, I believe that, just as the residential property owner might expect some certainty in terms of protection from excessive noise, businesses require some certainty in regards to the extent they must go to attenuate noise at the source. Again, I believe the proposed amendments provide a higher level of certainty than the current by-law does, and certainly provide more certainty than a blind adoption of "WHO Guidelines" without any reference to the current regulatory and land-use approval environment in Richmond.

Thirdly, I must applaud Councillor Dang for hitting the nail on the head when he opined that perhaps the City (staff and councillors) were "to blame" for the interface challenges that have come before Council over the past year or two, since this is fundamentally a zoning and land use issue, where decisions have been made without reference to the noise implications of having high density condos cheek to jowl with legally operating businesses.

Fourthly, my situation as a small business operator (M & M Meat Shops, Coppersmith Plaza) is not far different from the Food facility in Steveston, since we too have rooftop refrigeration units to keep our frozen food frozen. Imagine if Council rezoned the Coast Mountain Bus yard behind our store and a develop built condos right up to the property line just west of us. Without a Noise By-law that strives to balance the expectations of the two "conflicting" uses, I'm quite certain that our small business would have to bear the costs of modifying, moving or shielding our roof-top units.

Finally, the matrix of sound level limits (for daytime and night-time) based on Source land uses and Receiver Land Uses is what I recommended to Vancouver City Council some time back. While not perfect, they have worked well to find that balance between the need of businesses to operate (as noiselessly as possible) and the need for sleep and peaceful contentment in the use of their residential property. The once exception I will make is the totally un-necessary bass beat that comes along with many club and bar situations, especially if these are not confined to commercial zones, well away from residential uses. What I would suggest with these (and perhaps only applicable to new licenses) is that they be required to install sound level monitoring devices (based on dBC) with an upper limit locked in to these devices, established with the professional advice of an acoustical consultant and based on the acoustic attenuation qualities of structure within which the bass beat is being emitted.

2. I have a few suggestions to make and a few concerns to raise:

I am assuming that the inclusion of "residual noise" in the definitions is based on the need to differentiate between the sound level generated by a discrete source (the perpetrator) and the "urban hum" or background noise generated by other sources such as traffic, airplanes, and undistinguishable sources. I'm concerned about how the enforcement agency will make that distinction. As you may know, two point sources of noise of equivalent sound level added together (say 42 and 42) normally result in a 3 dB increase (e.g. 45 not 84). Or a background(residual) noise level of 45 coupled with a noise point source of 45 will yield an overall noise reading of 48. In this scenario, the landowner of the point source might be issued a ticket because the "overall noise" at the receiving property now exceeded the night time noise level under the by-law. How will this be dealt with.

I realize that these amendments have not tried to deal with one of the most pervasive, annoying and disruptive noises in our modern society - the under-muffled or un-muffled motorbike (and some cars). Current by-law wording is largely unenforceable (as was my experience in Vancouver). What we need is UBCM to pressure the provincial government to change the Motor Vehicle Act to make it an offence to operate motor vehicles (mainly motorbikes) with anything but intact, OEM exhaust pipes and mufflers (i.e. not straight pipes or custom pipes), as well as an offence to sell or install straight pipes or non-OEM pipes. We made efforts in Vancouver to get this on the Province's radar, so perhaps UBCM can entertain a resolution to this effect.

I'm not sure if this is an issue or not, but we were once advised by Crown Counsel and City Legal, that noise measurements needed to be taken primarily on public land, since there is a legal principle that supports the need for the accused to be able to defend themselves, including the need to take measurements and readings to refute the readings taken by law enforcement. If the by-law contains wording that requires readings to be taken on "private property", then the argument is that the defendant might be refused entry onto or into private property by the accuser, therefore trampling on that right of defence.

Again, I wish I was able to attend in person, but I hope I have expressed my concerns as a business owner in Richmond and also perhaps made some suggestions for improvement.

Respectfully submitted,

Domenic Losito, Owner
M & M Meat Shops
145 - 11380 Steveston Hwy, Richmond

From: Lauren Walker [mailto:lwalker@layfieldgroup.com]
Sent: November 14, 2011 11:28 AM
To: Lilóva, Neonila
Cc: Tom Rose; Harvey Daviduk
Subject: Proposed Richmond Noise Bylaw Ammendment - Feedback from Layfield Group Limited

Dear Ms. Lillova:

I attended the Noise Regulation Workshop at City Hall last Thursday evening representing the Layfield Group Limited. We have been a part of the Richmond business community since 1986 and we currently employ over 95 people in our three Richmond locations (11120 Silversmith Place, #150-6211 Westminster Hwy, 11131 Coppersmith Way).

We have a number of concerns related to the proposed changes to noise regulations, which I have detailed as follows:

1. **Classification of Railway as Intermediate Zone** - In the map of Noise Zones in the Proposed Noise Bylaw, posted at http://www.richmond.ca/shared/assets/Map_of_Noise_Zones31532.PDF, CN's Railway Right-of-Way running parallel to Shell Road south of Steveston Hwy is shown as an Intermediate Zone, with Shell Road an Activity Zone to the Immediate West, and Riverside Business Park an Activity Zone immediately to the East. If this were to be implemented as proposed, it would be unreasonably restrictive to Layfield's operations at 11120 Silversmith Place, where our manufacturing plant is located adjacent to the rail line and where we receive and unload raw materials from rail cars. Based on the use of the railway, we would request that this be classified as an Activity Zone based on the nature of its use, which includes rail traffic, shunting rail cars, and loading/unloading materials.
2. **Increasing Evening Hours** - Layfield's 11120 Silversmith Place is a plastics extrusion and conversion facility which operates 24x7. The proposal to extend the end of evening hours from 7:00am to 10:00am on Sundays and Holidays would severely constrain our ability to operate cost-effectively. We would request that the current Daytime hours be maintained as current, or at minimum, that Activity Zones be exempted from the extended evening hours.
3. **Reduced Noise limits from Activity Zones** - The proposal would have the evening noise limit reduced from 60 dBA to 55dBA as measured in an Intermediate Zone for noise originating from an Activity Zone. Given the 24x7 nature of our operations and in light of the City of Vancouver's much less restrictive noise limit of 65dBA, we would request that the current noise limit as generated in Activity Zones and received by Intermediate Zones be maintained at 60dBA.
4. **Grandfathering** - Layfield located its operations within Richmond over 25 years ago and we have made investments in Real Property and manufacturing infrastructure with a long term economic outlook. We located our 11120 Silversmith Place facility at the boundary of the Riverside Industrial Park in order to gain access to raw materials delivered by rail car. The proposed bylaw ammendments will have little impact on businesses who are located well within the boundaries of Activity Zones as there will be sufficient distance for natural noise attenuation before it reaches Intermediate or Quiet zones, where noise limits are more restrictive. However, businesses that are located on the boundary of Activity Zones are at risk of being severely impacted, either immediately upon implementation of the new bylaw, or in the future due to rezoning of adjacent lands. In our view, this is inequitable and places an unreasonable burden on businesses who find or will find themselves, often to no actions of their own, on the boundary of Zones. We would request that, if the Bylaw ammendments are to be implemented as

proposed, that a Grandfathering scheme be implemented based on current noise bylaws and current zoning.

5. **Transition Services** - Implementation of new noise regulations as proposed will undoubtedly result in a number of residents and businesses finding themselves out of compliance with the new bylaws. We would like to suggest that the City of Richmond consider providing, at its expense, resources to its residents in order to facilitate the transition to the new bylaws. This might include access to acoustics expertise, test equipment, and engineering services.

Should you wish to discuss any of this input in more detail, please do not hesitate to contact me at 604.448.2742.

Best regards,

Lauren Walker, P.Eng, CMA
Director of Corporate Engineering & IT
Layfield Group Limited

From: Corsie, Tom [mailto:Tom.Corsie@portmetrovanancouver.com]

Sent: November 2, 2011 10:40 AM

To: EconomicDev

Subject: Noise Bylaw

Neonila – good meeting last night – I thought you had the right experts in the room and was actually quite encouraged by the outcome and content of the proposed bylaw. I suppose my comments as requested are as follows:

- I would recommend the City consult with the Independent Contractors Association specifically to the change proposed for Saturday morning. Good contact there is Phil Hochstein.
- I would recommend the area between No. 7 Road and Nelson Road south of Granville be included as an activity area regardless of whether there is a conflict with the OCP.
- I would suggest that Schedule A of the Notice of Bylaw Violation Dispute Adjudication Bylaw no. 8122 be attached as a schedule to the Noise Bylaw so that readers can see directly the level of fines the City is considering.
- I would like the comments from the EAC as per their minutes of May 19, 2011 to be included as part of the municipal consultation process.

Hope this is helpful.

Tom Corsie, PPM
Vice President, Real Estate

Port Metro Vancouver
100 The Pointe, 999 Canada Place
Vancouver, BC Canada V6C 3T4
direct: 604.665.9523 mobile: 604.250.4576
fax: 1.866.284.4271
portmetrovanancouver.com

From: Marcel Blais [mailto:mblais@chop.ca]
Sent: November 15, 2011 8:10 AM
To: Lilova, Neonila
Cc: Laljee, Magda; Mercer, Wayne; Jim Weidinger; Marcel Blais
Subject: Important Feedback on Proposed Noise Bylaw

Hello Neonila,

As discussed, I have spent a great deal of time becoming educated on sound readings and noise in general and over the last number of weeks have also become intimately aware of the details contained within the proposed noise by-law for Richmond.

Before providing my detailed feedback, please allow me to thank the City of Richmond for undertaking such a detailed process and working hard to hear from all potentially affected parties. I also applaud the way the working committee used various municipalities and standards set from the World Health Organization to come up with the details for this proposed by-law. With the exception of a few minor details, I think the by-law is extremely reasonable and has achieved its' goal of reducing unnecessary ambiguity and improved enforcement opportunities.

I would like to make the following comments however:

- 1) I believe that there may be some third parties arguing to reduce the level of allowable DBAs or DBCs from the levels laid out in the current proposal. Based on our research we know that the ambient noise in the area of the quiet zone near our business is consistently well over 55 DBCs during late night with our business activities not happening. If the level were to decrease from the proposed amount it would be virtually impossible for a business in our area to hit the standard with any incremental noise from ambient noise and it would also be almost impossible to measure the source. We agree that the proposed levels based on World Health Organizational standards has hit the right balance.
- 2) In section 3.1.1 b of the by-law we are concerned as we believe this is the most ambiguous and subjective clause in the entire by-law. We also feel that it is unfairly punitive on a business owner rather than the specific person causing the disturbance. We are looking for council to consider revising this section to include an eye to use of the designated area as well as the acknowledgement that reasonable efforts have been made to mitigate loud noises (ie. Patrons leaving the bar cheering after the Canucks have won a hockey game). I have taken the liberty of drafting a potential revision below as an example of what we are looking for:

Subject to the normal activities of what would reasonably be expected from the approved use of the occupier/owner, a person who is the owner or occupier of, or is in possession or control of, real property must not make, ***and must make reasonable efforts to not suffer***, or permit any other person to make, a sound . . .
(I have bolded and italicized the proposed new phrases).
- 3) If you look at the zoning map where the distinction is made between quiet zones, intermediate zones and activity zones, you will note that in the area of the Caithcart residences directly behind our business it is zoned as a quiet zone. This small pocket in blue is truly a small dot surrounded by intermediate and activity zones. Further there are two air paths for airplanes that flank this zone. Given all of this "activity" around this area I would like to ask council to

reconsider labelling this zone as a intermediate zone similar to the other residential zones immediately below the flight path. Although this will have no material difference to the application of the by-law for either the residents or us, I believe it will more correctly depict the activity level for that neighbourhood.

If you or anyone else requires further clarity or elaboration on the above points, please don't hesitate to contact me directly. I look forward to seeing you at the next meeting regarding this by-law.

Best regards,

Marcel Blais | Vice President of Operations

chop

steakhouse | bar

31 hopewell way ne | Calgary, AB | t3j 4v7 | 403.543.2644 | fax.403.543.2646 | chop.ca

From: Johnson [mailto:johnson@alican.com]
Sent: November 14, 2011 4:59 PM
To: EconomicDev
Subject: Proposed Noise Regulation Bylaw Business Consultations Comment Form

Name: Johnson Ling
Company Name: Alican Enterprise Inc.
Address: 220-245, 12417, No 2 Road Richmond
Phone: (604)241-2886
Email: Johnson@alican.com
Postal Code: V7E2G3

Comments.

Being the tenant in the same location for 19 years, we have expended from 1 unit to 7 units. When we first started, all our neighbors were of different industries. In the last few years all the surrounding industrial building has been torn down and residential building were built. Due to those changes, the neighbors start to complain about the noise. All that cause us a lot of trouble.

As the residents around our area knew that they are living next to the industrial site. They should expect to have some kind of activities in that area. The developer should figure out some ways to stop the noise from the industrial site and the people living next to the industrial site should bear some of the noise. Of cause it doesn't mean that the tenants in the Industrial will make unnecessary noise.

Base on that it is not fair to color ONLY our site red (activity Zone) which is surrounded by Quite Zone. I suggest that the Activity Zone should be enlarged (say form Moncton to the river (just like – from BridgePort to the river. OR at lease 10 Meter away from our site. By then there will be no more unnecessary arguments between the tenants in our site and the neighbor residents.

I can be contacted at 604-241-2886 ext 228

Yours truly
Johnson Ling – GM/Director
Alican Enterprise Inc.

From: Patrick Chiu [mailto:patrick.c@pacificsupportltd.com]

Sent: November 14, 2011 2:26 PM

To: EconomicDev

Cc: ddriscoll@porterealty.com; 'Brian Green'

Subject: Noise Bylaw comments

Dear Noise Bylaw Committee,

I had attended the Noise Bylaw meeting on November 10, 2011. The points of concern during the Q & A portion I hope has brought to your attention the business concerns of the bylaw. As I have been told during my questions that I should email my comments for you as well.

- 1) By the industrial complex of No. 2 Road near Andrews, there has been through the years residential developments right beside the complex. In those rezoning meetings, the developers made a very nice presentation of how there will be noise barriers 8 - 10 ft tall shielding residences from the industrial complex. When the townhouse complexes were built, the noise barrier was 3 ft tall and in 6 years has developed to about 4 ft tall now. It will take another 10 - 15 years before this noise barrier will even come close to the proposal during the rezoning application. How is this permitted as it is clearly not allowing the residences who move in to have the noise deflection that was suppose to be in place and proposed at the time of rezoning?

Now the industrial complex tenants are being forced to face the complaints of residences even though the industrial complex existed first. Furthermore when I brought this comment of the height of the noise barrier not being in place the city councilor said that even if it was 8 ft it wouldn't make a difference. As a Professional Engineer, I disagree. Sound and Noise barriers are designed for a reason and purpose. It is not placed on a development proposal because it looks good. It should also not be permitted to take 20 years for the barrier to be in grown in place. The industrial complex has concrete walls that extend from the ground to the ceiling. The only openings of the walls are in the exit doorways. Sound from inside the industrial units will mainly be heard through transmission through the doorways. Therefore if a proper sound barrier was in place residences would have significant noise reduction.

In addition, a good point was raised as to why the industrial complex tenants should be forced to change or pay for noise reduction when it should be the developers responsibility to build a complex that is able to coexist with an industrial complex's sounds that is already in place.

- 2) The area around this industrial complex is zoned as a Quiet zone while the industrial complex itself is zoned as a Activity zone. This does not make sense as the noise measurement is made at the point of reception. Therefore the residences can be allowed to complain about noise from the industrial complex as they are in the quiet zone reception point. There must be a buffer zone or an enlargement of the activity zone to allow reasonable reception points away from an activity zone area unless you have proper sound barriers in place.

A very good recommendation was made near the end of the Q & A and that is to expand the area around the industrial areas to include them in the activity zone therefore residences will know that they are moving into an possible activity zoned area and not just a quiet zone. Also the point of reception of sound will be permitted to be further

away from the industrial complex's activity zone without interfering with existing businesses. This is similar to the area around Bridgeport road where the activity area is all along the flight path and residences there are aware they are in a activity zone area too.

- 3) Finally the last point of comment is that the sound level DbA is measured and averaged for L_{eq} sound level measurement. The averaging was stated by the acoustical engineer as to be averaged over a 1 to 30 minute time frame. Why is the sound level not average over a longer period of time? Is this the standard for noise detection or is this a determined time length by the noise bylaw proposal? Why can this averaging vary from 1 minute to 30 minutes? Sound or someone's irritation to some sounds should be permitted through a better averaging for business to perform their business duties through the day. It is understandable for non-business loud sounds to be very annoying and has no purpose. However some businesses require the use of machines that produce louder sounds for periods of time but on average will not be an annoyance over a longer period of time. Can this be considered to be revised for purposes of business?

I hope my comments can be made useful in the determination of the final bylaw. Businesses must be able to co-exist with residences as long as reasonable actions are taken to allow residences to decide for themselves if the sound levels will be acceptable to them or not. Also developers must stand up or be enforced to uphold their development proposals from the rezoning permit process. Otherwise, everyone will be forced to react to the inadequacies of the development long after the developer has walked away from the site.

Regards,

Patrick Chiu, P.Eng.
President

Pacific Support Equipment Ltd
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Fax: +1-604-275-0548
Website: www.pacificsupportltd.com

City of Richmond
Proposed Noise Regulation Bylaw
Business Consultations
Comment Form



Porte Realty Ltd
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Name: David Porte
Company: Porte Realty Ltd.
Address: 380-1665 West Broadway, Vancouver, BC
Phone: 604-732-7651 Ext. 105
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Postal Code: V6J 1X1

As the owner of Steveston Industrial Park (12417-12491 No. 2 Road), we have the following concerns and suggestions for the proposed noise bylaw

Concerns:

- Over 200 people are employees in the businesses at Steveston Industrial Park
- Some businesses have been here over 15 years with major investments in equipment and infrastructure.
- The noise bylaw may drive existing tenants out.
- The noise bylaw will limit our ability to lease space (both due to the reality of the bylaw and perception of the bylaw).

Our suggestions:

- All existing uses should be grandfathered as approved uses.
- The City of Richmond should provide noise measurements for all existing tenants to set baseline measurements.
- The City should require mitigation measures to be taken first by the residential users and provide a list of options (i.e. concrete fencing and/or window upgrades) that homeowners or strata corporations can undertake to reduce noise.
- The City should enforce the covenants on title of all adjacent residential uses.
- The City should set the area adjacent to Steveston Industrial Park as an Activity Zone until such time as Industrial uses transition out

As an industrial landlord for over 25 years at this location, I strongly believe that the City of Richmond should take the steps necessary to protect Richmond jobs, protect industrial businesses and put the responsibility for this issue upon the residential homeowners who moved into an industrial location adjacent to an operating industrial park.

Sincerely,
Porte Realty Ltd.



David Porte
President

DP: ol

From: Steve Pecarsky [mailto:pecarsky@trueworldfoods.com]

Sent: November 15, 2011 2:17 PM

To: EconomicDev

Subject: noise bylaw response

To Whom It May Concern,

As you probably know we at True World Foods have been in the eye of the storm regarding the noise issues in Richmond for quite awhile now. Immediately we are in total agreement with the gentleman that spoke up (from Alacan) at the Nov. 10th meeting in terms of the industrial complex that we are in and all properties in the immediate vicinity being designated as "Activity zone". The reasoning being quite simple in that the industrial area was there preceding the residential. Also, the folks in the residential properties (at least the folks at RiverWind) all signed covenants acknowledging that they were fully aware that they were moving juxtaposed to industrial as well as farm land with all of the noises and smells that accompany that type of area. As expressed by many of the folks at the meeting it does not seem at all fair that the industrial properties would have to suddenly change and conform to a "quiet zone" noise bylaw.

With all of that said we at True World Foods (as acknowledged in conversation with Mr. Wayne Mercer following the Nov. 10th meeting) have gone down the road as far as possible in making extra effort, at our expense, to not only conform with the present residential noise bylaw, but to appease our most vocal neighbors at RiverWind, specifically Mrs. Lisa Robinson, whom keeps making front page news.

After meeting the bylaw, Mrs. Robinson asked us if we would be willing to meet an acoustical engineer that she knew to see if any additional modifications could be made to bring the level of noise down further. We obliged her, and when the engineer did an "ambient" reading with all of our compressors completely shut off (again, all at her request) the reading was still 40 dba (only 5 dba less then the 45 we met to meet the bylaw). She did not get back to us after this but when we confronted the issue, her husband told us that they were going to seek "another way".

In the course of the whole process Lisa approached us to see if we would want to contract her web making services for our business. To further appease her we actually contracted her to do so and paid her the full \$1,000.00 fee up front (usually 1/2 up front).

Honestly, we did our best to make friends with the neighbors and try to live together in peace.

Furthermore, when we approached Lisa about the covenant issue she denied any knowledge of it. It seems to us that she has her own "agenda" and we need not in this context conjecture about that.

Our motivation at TWF, as well as I'm sure the other businesses in the "Steveston Industrial complex", and other businesses represented at the Nov. 10th meeting, and countless others who could not show up that night, simply want to expand business in tough economic times, provide employment for the general population, and help to grow the economic foundation of the city we all live in and love.

Finally, and in full acknowledgement with Mr. Mercer's comments, it is a good idea to do strict scientific studies about noise issues before giving permission to developers to build residential juxtaposed to industrial. Of course we learn sometimes the hard way as in the No. 2 Rd situation, but again, we feel that any changes/expenses that might need to be made, beyond what the prior bylaws call for, should be the responsibility of the residents/developers.

Thank you.

Steve Pecarsky
V.P. True World Foods

From: Linda Shirley [mailto:linda@theartsconnection.org]

Sent: November 15, 2011 5:25 PM

To: EconomicDev

Subject: Proposed Noise Regulation Bylaw

After attending the meeting on Nov. 10th, I would like to submit the following comments:

I am the owner of Renaissance Kids Early Learning Centre located at Steveston Industrial Park (#1 - 12491 No 2 Rd). I occupy 2 units at the front of this complex and have been a tenant there for approx 15 years. We provide high quality childcare for approximately 125 families. The administration/dance/music components of our business are currently located at Minato Village (#1 Rd and Steveston Hwy). When our leases expire mid 2012, our plan is to move this part of our operation to the No 2 Rd site as well. We will likely be leasing an additional 2-3 units at No 2 Rd within the next few months.

Over the years, Porte Realty has been an outstanding landlord. They have supported us as a small business wanting to do business in Steveston. They have assisted with financing renovations and have gone above and beyond the line of duty to accommodate our needs as we worked to provide very high quality and affordable childcare for the City of Richmond. David Porte has always made it clear to me, as my business grew, that he felt it was important for his company to provide an industrial park space in Steveston where small businesses that serve the community could work and serve the community needs. Obviously, though, as a property owner, it is important to him that he be able to lease his units and be profitable.

As someone who has conducted business with families in Steveston since 1975, I have often had dealings with Steveston residents who feel the rules don't apply to them! Sad to say, I guess this applies in this situation too! The land developers and property owners were clearly aware of the existence of the industrial park when they developed and bought their properties. My understanding is that it was even put in writing, and therefore, does it not become their responsibility to deal with the decision they made? To now complain that they are bothered by the way in which pre-existing businesses conduct business and to demand a bylaw change that will prove to be punitive to those businesses is really not fair.

As a property owner living in Steveston and as a business owner conducting business out of this location, I would suggest that the pre-existing businesses in this complex be 'grandfathered' under this bylaw so that they may continue to work and serve the community. The long term ramifications of businesses moving out of the complex because of new restrictions could result in vacancy rates that force the landlord into a position that would not be pleasant for any of us....and would certainly make it difficult for my 125 families who may have to look for childcare somewhere else.

Thank you.

Linda Shirley, Director

Steveston's Arts Connection Ltd.
#170 - 3900 Steveston Hwy.,
Richmond, B.C. V7E 2K2
604-241-0141



Parks, Recreation and Cultural Services Committee

**Anderson Room, City Hall
6911 No. 3 Road**

**Tuesday, January 24, 2012
4:00 p.m.**

Pg. # ITEM

MINUTES

PRCS-5

Motion to adopt the minutes of the meetings of the Parks, Recreation and Cultural Services Committee held on Tuesday, November 29, 2011 and Wednesday, December 14, 2011.



NEXT COMMITTEE MEETING DATE

Tuesday, February 28, 2012 (tentative date) at 4:00 p.m. in the Anderson Room

DELEGATION

Bonnie Beaman, Chairperson and Hayley Huculak, Coordinator, Richmond Fitness & Wellness Association, to provide an update on the Walk Richmond Program.

Parks, Recreation & Cultural Services Committee Agenda
Tuesday, January 24, 2012

Pg. # ITEM

COMMUNITY SERVICES DEPARTMENT

PRCS-33 1. RICHMOND 2011 ARTS UPDATE
(File Ref. No.) (REDMS No. 3428841)

TO VIEW eREPORT CLICK HERE

See Page **PRCS-33** of the Parks, Recreation and Cultural Services agenda for full hardcopy report

Designated Speaker: Kim Somerville

STAFF RECOMMENDATION

That the Richmond 2011 Arts Update be received for information.



PRCS-63 2. RICHMOND POTTERS CLUB'S CONCERNS AT THE RICHMOND ARTS CENTRE
(File Ref. No.) (REDMS No. 3430731 v.3)

TO VIEW eREPORT CLICK HERE

See Page **PRCS-63** of the Parks, Recreation and Cultural Services agenda for full hardcopy report

Designated Speaker: Kim Somerville

STAFF RECOMMENDATION

That the staff report entitled “Richmond Potters Club’s concerns at the Richmond Arts Centre” dated January 10, 2012 from the Director, Arts, Culture and Heritage Services, be received for information.



PRCS-71 3. CURRENT ISSUES THAT MAY BE IMPACTING RICHMOND ADOLESCENTS
(File Ref. No.) (REDMS No. 3400664 v.3)

TO VIEW eREPORT CLICK HERE

See Page **PRCS-71** of the Parks, Recreation and Cultural Services agenda for full hardcopy report

Designated Speaker: Kate Rudelier

STAFF RECOMMENDATION

- (1) *That the report dated January 9, 2012, Current Issues That May Be Impacting Richmond Adolescents, be received for information; and*
- (2) *That a copy of the report be sent to the Council/School Board Liaison Committee for information.*



Parks, Recreation & Cultural Services Committee Agenda
Tuesday, January 24, 2012

Pg. # ITEM

PARKS AND RECREATION DEPARTMENT

PRCS-81 4. RICHMOND ATHLETIC COMMISSION UPDATE

(File Ref. No. 01-0100-20-RATH1) (REDMS No. 2724801)

TO VIEW eREPORT CLICK HERE

See Page **PRCS-81** of the Parks, Recreation and Cultural Services agenda for full hardcopy report

Designated Speaker: Mike Redpath

STAFF RECOMMENDATION

That the staff report entitled “Richmond Athletic Commission Update” from the Senior Manager, Parks be received for information.



PRCS-107 5. INCUBATOR FARMING

(File Ref. No. 08-4040-08-01) (REDMS No. 3381720)

TO VIEW eREPORT CLICK HERE

See Page **PRCS-107** of the Parks, Recreation and Cultural Services agenda for full hardcopy report

Designated Speaker: Serena Lusk

STAFF RECOMMENDATION

That:

- (1) the license of approximately 4.5 acres of land at 13871 No. 3 Road and 13891 No. 3 Road to the Richmond Food Security Society for the purposes of incubator farming at a rental rate of \$250 per acre per year for a three-year term be approved as identified in the attached report, Incubator Farming, from the Senior Manager, Parks;*
- (2) staff be authorized to take all necessary steps to complete all matters detailed herein including authorizing the Chief Administrative Officer and the General Manager, Parks and Recreation to negotiate and execute all documentation required to effect the transaction;*
- (3) staff continue to work with Kwantlen Polytechnic University to identify and secure the use of both public and private lands for the purposes of Incubator Farming in relation to its Farm School program; and*
- (4) \$12,000 be allocated from the Council Contingency Fund to the Richmond Food Security Society (RFSS) should its application to the Real Estate Foundation of BC for a grant of \$35,000 to support the RFSS’s Richmond Foodlands Strategic Plan be successful.*



Parks, Recreation & Cultural Services Committee Agenda
Tuesday, January 24, 2012

Pg. #

ITEM

6. **MANAGER'S REPORT**

ADJOURNMENT





Parks, Recreation & Cultural Services Committee

Date: Tuesday, November 29, 2011

Place: Anderson Room
Richmond City Hall

Present: Councillor Harold Steves, Chair
Councillor Evelina Halsey-Brandt, Vice-Chair
Councillor Ken Johnston
Councillor Bill McNulty

Absent: Councillor Sue Halsey-Brandt

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 Tuesday, October 25, 2011, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

Wednesday, December 14 (tentative date) at 4:00 p.m. in the Anderson Room

COMMUNITY SERVICES DEPARTMENT

1. **REQUEST TO EXTEND THE TEMPORARY EXHIBITION OF THE PUBLIC ARTWORK "WIND WAVES"**
(File Ref. No. 11-7000-09-20-099) (REDMS No. 3408489)

Parks, Recreation & Cultural Services Committee

Tuesday, November 29, 2011

It was moved and seconded

That the extended temporary exhibition of the artwork "Wind Waves" until the end of August 2012 at Garry Point Park in Richmond, as outlined in the staff report dated November 16, 2011 from the Director, Arts, Culture & Heritage, be approved.

CARRIED

2. MAINTENANCE AND MANAGEMENT OF THE FLEET AT BRITANNIA

(File Ref. No.) (REDMS No. 3405577)

In reply to queries from Committee, Robert James, 13400 Princess Street, and Don Rolls, 4133 Cavendish Drive, members of the Britannia Heritage Shipyard Society, provided the following information:

- as part of the decommissioning of the Shuchona IV, all contaminants removed from the vessel will be discharged appropriately; and
- the Shuchona IV is primarily made up of wood, as such there are minimal concerns regarding the discharge of fibreglass.

It was moved and seconded

That the staff report regarding the Maintenance and Management of the fleet at Britannia dated November 15, 2011 from the Director, Arts, Culture and Heritage Services, be received for information.

CARRIED

In reply to a query from the Chair, Mr. James and Mr. Rolls stated that the Society would be pleased to continue working with the City on the maintenance and management of the fleet at the Shipyard. As a result, the following **referral** was introduced:

It was moved and seconded

That staff report back on:

- (1) *cost estimates for the restoration of the remaining vessels at the Britannia Heritage Shipyard; and*
- (2) *cost estimates for the restoration of the Fleetwood for the following types of displays:*
 - (a) *a restoration suitable for the vessel to be on stationary display;*
 - (b) *a restoration that restores the vessel as much as possible as it currently stands in its modified condition; and*
 - (c) *a full restoration that brings the vessel back to its original condition.*

Parks, Recreation & Cultural Services Committee

Tuesday, November 29, 2011

The question on the referral was not called as discussion ensued and Committee noted that when reporting back, staff should also address the following: (i) what is the priority of the restoration of the various vessels; (ii) what funding sources would be utilized for the restorations; (iii) whether a fundraising program would be feasible as a source of funding for the restorations; and (iv) what type of timeline can be anticipated for these restorations.

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

PARKS AND RECREATION DEPARTMENT

3. **PROPOSED ANNUAL INFLATIONARY INCREASE IN PLAYING FIELD USER FEES**

(File Ref. No.) (REDMS No. 3377997)

It was moved and seconded

- (1) *That playing field user fees be annually increased by an amount equal to the previous year's Consumer Price Index for Greater Vancouver, effective January 2012, and that the applicable fees be included in the annual Consolidated Fees Bylaw for 2013; and*
- (2) *That 2012 playing field user fees be increased by 1.75%.*

The question on the motion was not called as in reply to a query from Committee, Eric Stepura, Manager, Sports & Community Events, advised that field users that go through the City's rentals office have the privilege of receiving dedicated time slots for field use. Staff address concerns regarding ad-hoc field users on a complaint basis.

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

4. **GARRATT WELLNESS CENTRE, NEW LICENCE**

(File Ref. No.) (REDMS No. 3404098)

It was moved and seconded

- (1) *That the City enter into a new licence agreement with Vancouver Coastal Health Authority for a term of five years, plus an option to renew for a further term of five years, at an annual licence fee of \$1.00, and on the other terms and conditions set out in the staff report dated November 16, 2011; and*
- (2) *That staff be authorized to take all necessary steps to complete all matters detailed herein including authorizing the Chief Administrative Officer and the General Manager, Parks and Recreation to negotiate and execute all documentation required to effect the transaction.*

CARRIED

5. MANAGER'S REPORT

(i) *Parks Update*

Mike Redpath, Senior Manager, Parks, provided an update on various parks department activities:

- the cleaning of the Railway Avenue corridor is nearly complete;
- piling at Imperial Landing is nearly complete and will be followed by the installation of floats in the upcoming weeks;
- staff are clearing several sites along Odlin Road, near Tomsett Elementary school in preparation of a new neighbourhood park; and
- staff are removing invasive species at the former Fantasy Gardens site as part of the site's park plan.

In reply to a queries from Committee, Mr. Redpath advised that staff are examining past agreements between the City and owners of properties along the Railway Avenue corridor. He noted that the majority of the agreements have expired. In addition, Mr. Redpath remarked that staff would examine an all-metal bench at the west-end of River Road in relation to its comfort for users.

Ted deCrom, Acting Manager Parks Operations, commented on the City's commitment for snow removal and highlighted that the installation of Christmas lights throughout the City would be completed shortly.

Serena Lusk, Manager, Parks Programs, provided an update on the City's snow geese management plan and commented on high call volumes as a result of an effective awareness campaign. Also, Ms. Lusk advised that the Snow Angels program is active and currently recruiting volunteers. However, she stated that Snow Angels services are only provided following major snowfall, which is defined as 48-hours of snowfall with an accumulation of fifteen or more centimetres of snow.

Ms. Lusk spoke of the Richmond Animal Protection Society's Dog Adopt-A-Thon and distributed a copy of the campaign's advertisement (copy on file, City Clerk's Office).

(ii) *Steveston Tram Track*

Elizabeth Ayers, Manager, Community Recreation Services, referenced a memorandum dated November 25, 2011 (copy on file, City Clerk's Office) and advised that staff was quoted a cost of \$150 per foot for supply and installation of track. She noted that staff currently do not see the need for any additional track to be added to the site.

Parks, Recreation & Cultural Services Committee

Tuesday, November 29, 2011

(iii) Arts Services Update

Kim Somerville, Manager, Arts Services, provided an update on the Cultural Centre's upcoming events. Also, she referenced a recent article in a local newspaper regarding the public art piece "Wind Waves". She stated that in April 2011, Council resolved to take no further action in regards to the acquisition of Biennale artwork.

Discussion ensued regarding the Richmond Potters Club. The Chair encouraged that a staff report on the Club's concerns be drafted as it would provide the Club with an opportunity to meet with the Committee.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:30 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Parks, Recreation & Cultural Services Committee of the Council of the City of Richmond held on Tuesday, November 29, 2011.

Councillor Harold Steves
Chair

Hanieh Floujeh
Committee Clerk



Parks, Recreation & Cultural Services Committee

Date: Wednesday, December 14, 2011

Place: Anderson Room
Richmond City Hall

Present: Councillor Harold Steves, Chair
Councillor Linda Barnes
Councillor Bill McNulty
Mayor Malcolm Brodie

Absent: Councillor Ken Johnston, Vice-Chair
Councillor Evelina Halsey-Brandt

Also Present: Councillor Chak Au (entered at 4:04 p.m.)
Councillor Linda McPhail

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

COUNCILLOR HAROLD STEVES

1. **PHOENIX NET LOFT**
(File Ref. No.)

The Chair spoke of development along the Steveston waterfront, in particular the Phoenix Net Loft building.

Discussion ensued regarding the Phoenix Net Loft building and copies of three past documents related to the usage of the Phoenix Net Loft building were distributed: (i) Background Open House Results – Imperial Landing Waterfront; (ii) Site Analysis and Development Plan – BC Packers (the Steveston Properties); and (iii) Phoenix Net Loft Artists' Market (attached to and forming part of these Minutes as Schedule 1).

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

It was moved and seconded

That the three documents related to the Phoenix Net Loft building (Background Open House Results – Imperial Landing Waterfront, Site Analysis and Development Plan – BC Packers: The Steveston Properties, and Phoenix Net Loft Artists' Market) be referred to staff to be considered in conjunction with the development of the Steveston waterfront.

CARRIED

COUNCILLOR LINDA BARNES

2. JACK-O-LANTERN EVENT

(File Ref. No.)

Discussion ensued regarding a jack-o-lantern event held annually in the City of Nanaimo. It was noted that after Halloween, Nanaimo residents drive to a designated road and drop off their carved jack-o-lanterns for display. The jack-o-lanterns remain there until they compost. The notion of the event is to have residents drive by to enjoy all the jack-o-lanterns on display and make donations.

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

It was moved and seconded

That the City of Nanaimo's jack-o-lantern event be referred to staff to determine whether there is a local organization that would be interested in developing such an event in Richmond and to examine possible locations for such an event.

CARRIED

Councillor Au entered the meeting (4:04 p.m.).

3. GEOTOURISM

(File Ref. No.)

Councillor Barnes made reference to a GeoTourism Program and circulated a page from a geotourism guide (attached to and forming part of these Minutes as Schedule 2).

Discussion ensued and it was noted that geotourism is like a treasure hunt but with a twist. It combines outdoor adventure and exploration activities of geocaching and letterboxing, with anecdotal and historical education. Participants use a global positioning system (GPS) or traditional treasure hunt clues to locate boxes hidden throughout the region and uncover riches along the way.

Discussion further ensued regarding geotourism and it was noted that the Gulf of Georgia Cannery is already offering a geocaching program as are other organizations in Richmond.

Parks, Recreation & Cultural Services Committee

Wednesday, December 14, 2011

It was noted that it may be of value to external organizations and societies to offer such a program in an effort to highlight some of Richmond's heritage assets.

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

It was moved and seconded

That the notion of geotourism be referred to staff for communication to various heritage groups for their potential use of the concept in their programming.

CARRIED

ADJOURNMENT

It was moved and seconded

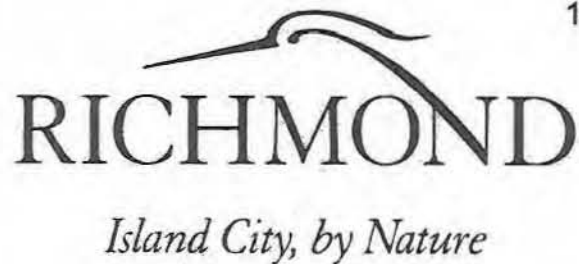
That the meeting adjourn (4:10 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Parks, Recreation & Cultural Services Committee of the Council of the City of Richmond held on Wednesday, December 14, 2011.

Councillor Harold Steves
Chair

Hanieh Floujeh
Committee Clerk



BACKGROUND OPEN HOUSES RESULTS

Imperial Landing Waterfront **November 17th and 20th, 2003**

Prepared by:

*Michael von Hausen, MLAUD, MCIP, CSLA
President*

MVH Urban Planning & Design Inc.

&

Don Wuori, CSLA

Principal

Don Wuori Design Consultant

In Association with

The City of Richmond

December 11, 2003

3. Phoenix Net Loft Building Uses

In general, there were 5 themes that summarized the potential reuse for the Phoenix Net Loft Building:

1. Performing Arts Centre /Community Art Gallery for local artists
2. Marine recreation
3. Heritage preservation
4. Special Events
5. Research & Eco Education Facility

1. Performing Art Centre and Community Art Gallery

- ☐ There appears to be an overwhelming demand for this type of community cultural centre within Steveston that covers a range of events and activities related to the various arts and cultures.
- ☐ The Centre could include facilities that accommodate a variety of revenue generating community functions.
- ☐ The facility could include a restaurant or bistro to support functions.
- ☐ The facility could also be combined with a larger site plan that includes accommodation for artists in residence, local art programs, studios, outdoor performance, and theatre space.
- ☐ Art exhibits could reflect works by local artisans or the general community.

2. Marine Recreation

- ☐ Wooden Boat Training Facility
- ☐ Sail Training Base
- ☐ Kayak/Canoe Club
- ☐ Marina
- ☐ Aquatic Centre

3. Heritage Preservation

- ☐ Maritime Museum & restoration/boat building workshops
- ☐ Fishing Gear Museum
- ☐ BC Packers Legacy Centre

4. Special Events/Commercial

- ☐ Tall Ship moorage
- ☐ Convention Facilities
- ☐ Pocket Cruise Ship Terminal
- ☐ High End Seafood Restaurant

5. Research & Eco Education Facility

- ☐ Fraser River Estuarium Research & Interpretation.

Feedback Opportunities

The participants in the open houses were provided the opportunity to review and comment on the concept boards and background information.

In particular attendees were asked for feedback on the following:

1. Likes and Dislikes for 28 Elements of the three Visions;
2. Each of the three Visions
3. the future uses for the Phoenix Net Loft;
4. Additional comments on the Visions; and
5. Other comments about the City of Richmond.

Participants were also given the opportunity to draw their own vision on a map.

Feedback Comments

The following is a summary of the most liked and disliked elements of the three visions:


1. The Top Ten


MOST LIKED		
Rank	Element	Percent Liked
1.	Public Park Extension	85%
2.	Public Marina	71%
3.	#1 Road Pier	70%
4.	Public Plaza and Pier	68%
5.	#1 Road Tram Stop	68%
6.	Specialty Grocery Store	67%
7.	Specialty Food Store (North of Bayview Street)	67%
8.	New Public Dock	67%
9.	Performing Arts Centre	65%
10.	Waterfront Tram Stop (Easthope & Bayview)	65%

2. The Bottom Five

MOST DISLIKED		
Rank	Element	Percent Disliked
1.	Floating Homes	75%
2.	Residential Uses Over Water	73%
3.	Three Story Commercial Uses over land	67%
4.	Three Story Residential Uses over land	57%
5.	Commercial & Residential Mixed Use Piers	54%

3. The 13 In-Between

Rank	Element	Percent Liked
1.	New Pier with Special Events Moorage	62% 
2.	Public Library	61%
3.	Public Marina (Vision 2)	61%
4.	Waterfront Restaurant	60%
5.	Retail & Office Mixed Use	59%
6.	Public Marina (Vision 3)	58%
7.	New Pier with Commercial Use	55%
8.	One & Two Storey Commercial over land	55%
9.	Retail & Residential Mixed Use	55%
10.	Retail Fish Market	53% above 50%

Rank	Element	Percent Liked
1.	New Commercial Pier with Public Dock	46% below 50%
2.	Residential Uses on Land	44%
3.	Private Marina	39% 

Phoenix Net Loft Uses

In general, five themes summarized the potential reuse for the Phoenix Net Loft Building, each emphasizing the public use preference:

1. Performing Arts Centre and Community Art Gallery for local artists
2. Marine recreation
3. Heritage preservation
4. Special events
5. Research & Eco-Education Facility.

Mapping

The mapping exercise invited attendees to draw their vision of the Imperial Landing area. The 25 submissions of drawings and proposals ranged from a full park waterfront to a rich mix of residential, commercial, and public-related uses including the Granville Island type theme.

A central theme was a public-oriented waterfront with water-related uses but generally no residential building over the water, reinforcing the other results.

Other suggested proposals included:

- a Pocket Cruise Ship terminal;
- a 1st Nations Cultural Centre and Hotel,
- three life sized bronze statues depicting three aspects of the fishing industry at No. 1 Road; and
- a Tall Ship training facility.

BC Packers ~ The Steveston Properties

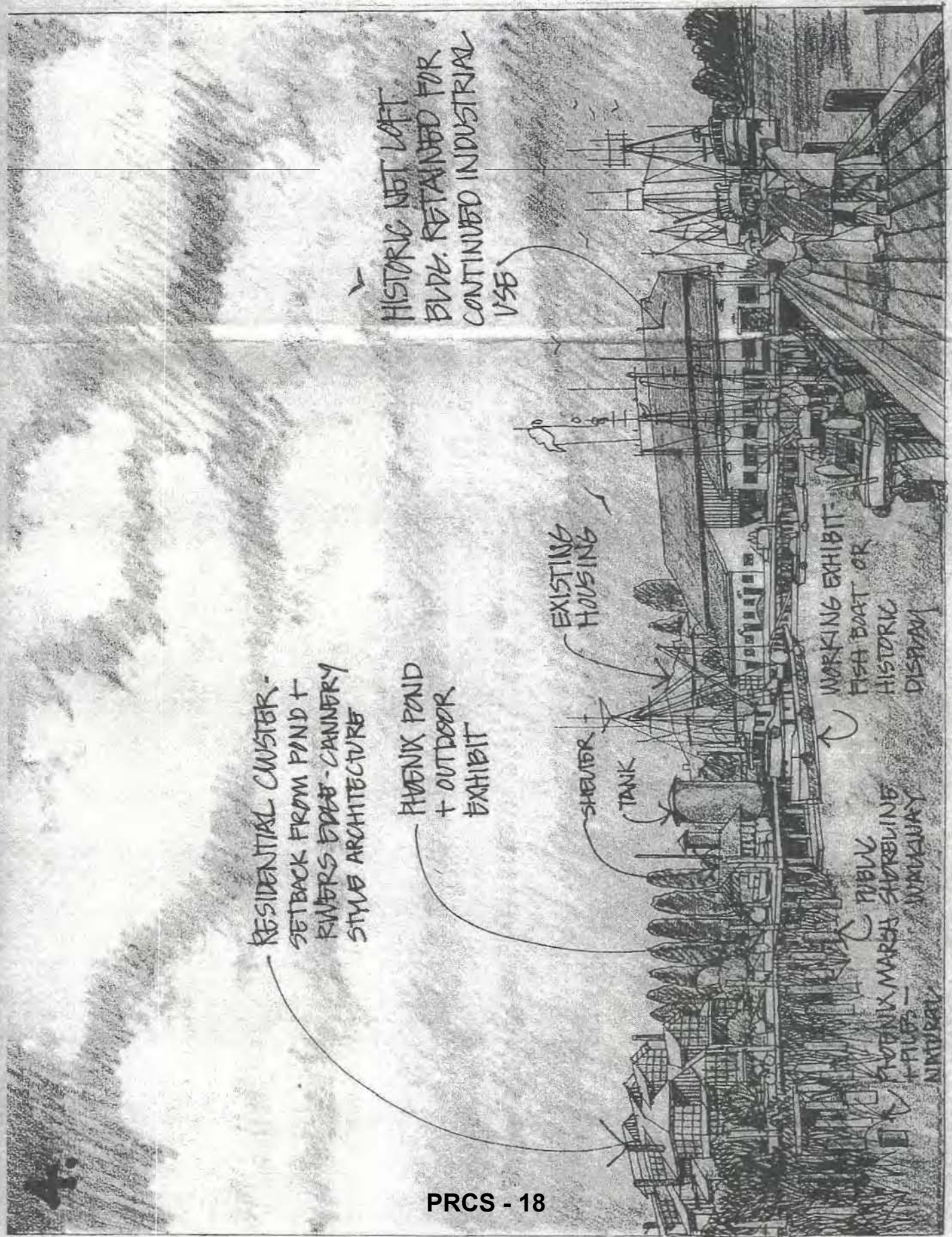


Part 1 - Site Analysis and Development Plan

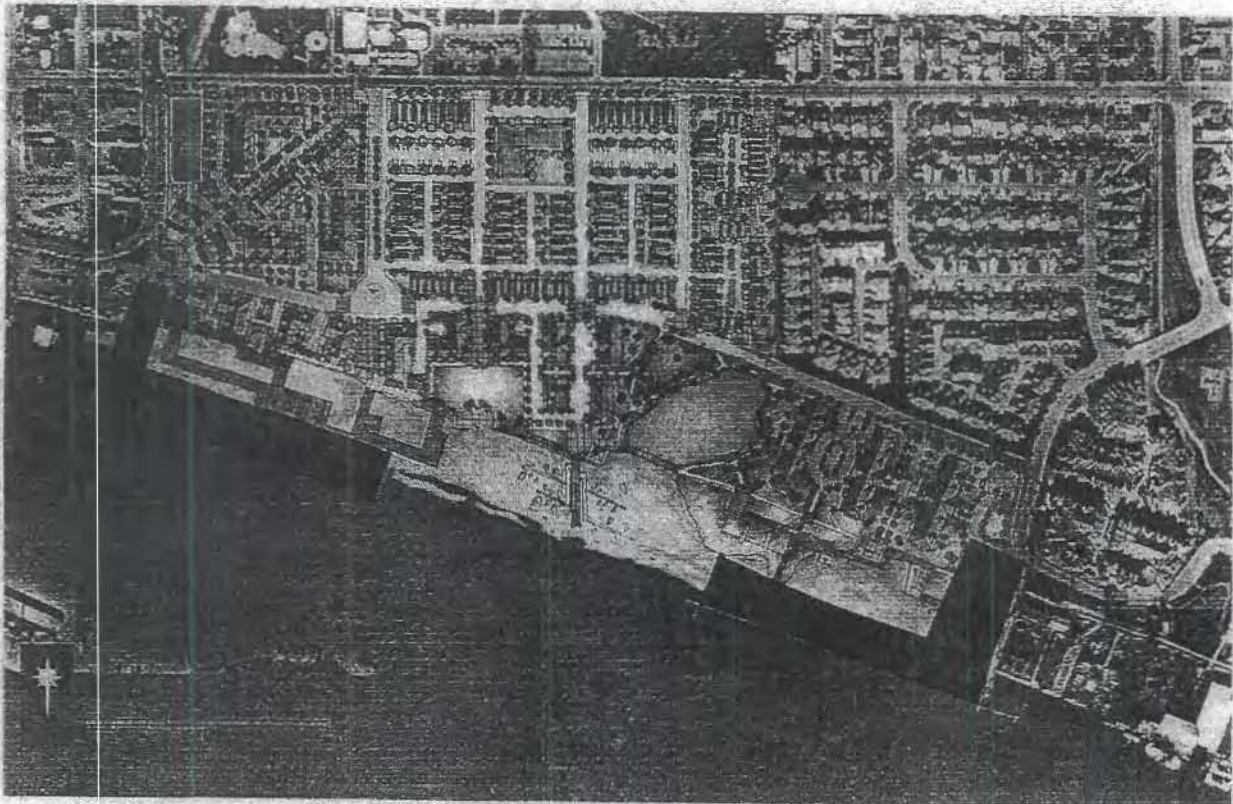
BC PACKERS THE STEVESTON PROPERTIES PROJECT TEAM

Project Manager
Public Consultation
Architects
Landscape Architects
Environmental/Geotechnical
Historical
Marine Ecology
Engineers
Traffic
Archeological
Heritage

Moodie Consultants Ltd.
Marzolf & Associates
Perkins & Company
R. Kim Perry & Associates Inc.
Agra Earth & Environmental Ltd.
Common Resources Consulting Ltd.
G. L. Williams & Associates Ltd.
Westmar Consultants Inc.
Bunt & Associates Engineering Ltd.
Areas Consulting Archaeologists Ltd.
tbc



5.5 Industrial Program



Industrial areas are proposed to support the fishing fleet. The Phoenix Net Loft of approximately 24,000 square feet could be maintained as a net repair and storage facility. This building is in fair condition and will require limited improvements to meet current industrial use standards. Directly associated with the Net Loft operation would be a surface parking area to the north and allowance for approximately 80 new commercial moorage slips for working vessels with net loading facilities.

Parallel to the heritage boardwalk is an opportunity for a second commercial moorage facility that would be served from the Small Craft Harbour pier at the foot of No. 1 Road.

HISTORIC COMPONENTS OF SITE - Part 1 - *Community Questionnaire Results - Sept. 1997*

Based on past projects in the Steveston area, the cost to restore historic cannery buildings and/or wharves can be significant. The six historic buildings total approximately six times the size of the Gulf of Georgia Cannery building or five times the total building area of the Britannia Heritage Shipyard Park.

It has been suggested that the Phoenix Net Loft be retained for continued industrial use. The plan also indicates portions of the historic wharves be retained, with the "footprints" of the Imperial and Brunswick Cannery buildings framed by these wooden structures. Some historical building materials could be reused. Interpretive signage, and some fishing industry artifacts from the cannery buildings could be exhibited in and around the historic wharves. Retention of historic pilings could also add to the fishing character of the waterfront and provide protection for habitat. This approach provides for an "open" waterfront.

Do you feel that the above noted proposals for the historical aspects of the site is appropriate?

- a. Agree
- b. Disagree
- c. Neutral



29. Former Phoenix Site Office, late 1920s and later

This building has some significance for indicating its role in the business operations. It has little architectural significance. The building is in poor condition, and its interior was renovated in the 1970s.

30. Phoenix Net Loft, c.1943

This building was erected on pilings over the river and its function is to store the nets of the cannery's fishing fleet. It is still in use today for net storage and repair, and has significance as a working industrial building which represents the heritage of the fishery. Its visual appeal is also enhanced by its location next to a twin net loft that is preserved as part of the Britannia Heritage Shipyard. Still faintly visible on the roof shingles is the abbreviation Canfisco, marking the site's industrial history.

This building has excellent potential to continue in its present use, and in doing so support the fishing industry. Further, the large volumes of the ground and upper floors could be conducive to other adaptive reuse strategies.

While the two storey timber structure and cedar plank cladding is in good condition, other elements need prompt repair if the building is to be maintained. The roof is leaking and the water is causing related damage to the structure. Foreshore Technologies has reported that various sections of the substructure are in poor condition due to heavy fungal damage, though the overall condition of the substructure is fair. Westmar Consultants estimates the cost of repairing the 14,000 square foot Net Loft's substructure at \$650,000 (\$46/square foot).

Phoenix Pond, 1947

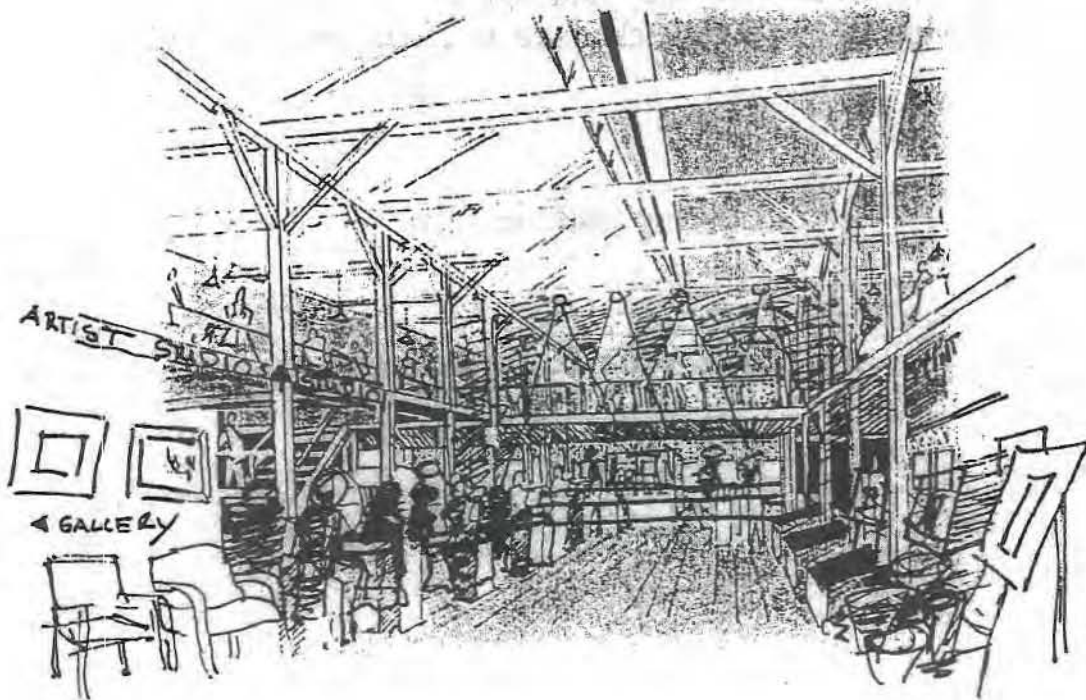
This pond, with an opening to the river, was dredged to provide sheltered wet storage space for small fishing boats, before the construction of Shady Island. In addition, there may be pilings (noted on 1993 survey map) from the old Hume Cannery, or other buildings, near the mouth of the pond that may provide a visual cue for heritage interpretation.

EVALUATION MATRIX

Bldg.#	Name/Use	Year	Signifi- cance of Historic Function	Interpretive Contribution	Economic Viability of Retention	Reuse Potential	Condition
1	BCP Head Office	1968	Med	Low	High	Med	High
2	Imperial Cannery	1903, 1943	Very High	Very High	Low	Med	Med
3	Reduction Plant	1937	Med	High	Low	Low	Low
4	Labelling/Old Brunswick Canin.	1893 & later	Very High	Very High	Low	Med	Med
5	Cold Storage	1942	Low	Low	Low	Low	Med
6	Boiler House/Compressor	1941	High	High	Med	Med	Med
7	Evaporation Plant	1948	Med	Very High	Med	High	High
8-9	Service/Workshop	late 1940s	Low	Low	Med	Med	Med
10	First Aid	mod. constr.	Low	Low	Low	Low	Med
11	Site Office	mod. constr.	Low	Low	Low	Low	Med
12	Fire Hall	c.1940	Med	High	Med	Med	Med
13-14	Warehouses	1949-50	Med	Low	Low	Low	Med
15	Bulk Storage/Labelling	1966	Low	Low	Low	Low	Med
	Cold Storage	1966	Low	Low	Low	Low	Med
17-18	Warehouses	c.1956	Low	Low	Low	Low	Med
19	Net Loft	1942	Low	High	Low	Low	Med
20	Employment Off.	mod. constr.	Low	Low	Low	Low	Low
21	Warehouse	c. 1956	Low	Low	Low	Low	Low
22	Warehouse	1978	Low	Low	Low	Low	Med
23	Reduction Plant/Boiler Room	1982	Low	Low	Low	Low	High
24	Fish Smoking	early 1960s	Low	Low	Low	Low	Med
25	Cold Storage	early 1960s	Low	Low	Low	Low	Med
26-27	Warehouses	c. 1955	Low	Low	Low	Low	Low
28	Phoenix Cannery	1897 & later	Very High	Very High	Low	Low	Low
29	Site Office	1920s/1940	Med	Low	Low	Low	Low
30	Phoenix Net Loft	c. 1943	High	High	High	High	Med

Phoenix Net Loft Artists' Market

"Self supporting multi-purpose Art Center"



During World War 2, Prime Minister Winston Churchill was told to cut the budget for the arts. To his credit, he refused saying "Then what are we fighting for?"

2337P Waterlots Proposals - Expression of Interest

Expression of interest to develop, manage and maintain the Phoenix
Net Loft Portion of the B.C. Packer site as a Maritime Artist Center

Proposed by:

Mark Glavina & Associates

Friday, August 17, 2001

Mark Glavina
Phoenix Coastal Art
3891 Moncton Street,
Richmond BC
V7E 3A7
P - 604-448-1867
F - 604-448-1861
mark@phoenixcoastalart.com

Introduction

Accept this proposal as an expression of interest for the development, operation and management of the Phoenix Net Loft. This is a brief outline of a strong concept ensuring the legacy of the only surviving historic Building on the BC Packers 47 acre site. This Concept has been planned in harmony with the recently adopted Official Community Plan for the Steveston Area ensuring that *"In the Year 2021, the Steveston Waterfront Neighbourhood will serve as a major home port for the commercial fishing fleet around which will exist a unique community, rich in heritage, in which people will live, work and play, and many others will come to shop and enjoy the recreation, heritage and natural amenities of the area"*.

The major benefits of this proposal are enhanced and unrestricted public access to the waterfront; it will encourage the mixed use of an integrated waterfront and a vital link on the heritage trail between Britannia Shipyards and the planned residential community, ensuring compatibility between land uses. The Phoenix Net Loft will become the historical framework for contemporary use, with a commercial vein, to ensure economic viability for the Arts, Heritage and Culture; as well this will respond to the City of Richmond interests' of economic sustainability and quality of life.

A very strong team has been put together to develop this project with a wide variety of backgrounds to ensure success and compatibility with the city's objectives. The development team varies in experience from architectural, business, marketing, arts, culture and financial.

"Why should you support the arts? It is an economically sound investment. For every dollar that we invest in the arts, we generate seven"

Susan Stern - The Toronto Star

Phoenix Net Loft

Artists' Market

CONCEPT

Think of Granville Island under one roof.....an arts umbrella

The existing Net Loft with imaginative and strategic renovations would become a vital link on the Steveston Heritage Trail, celebrating and encouraging Richmond's Arts and Culture. The proposed use of this facility would include a performance, entertainment and gallery space, a number of working artists' studios, Co-operative Artists' Market for participating artists, drama and dance studios, and a possible cultural interpretative center.

Naturally, emphasis will be placed on maritime themes, with a local flavour for the participating artists such as print makers, glass blowers, potters, fabric artists, painters, sculptors, jewelers, wood carvers, metalsmithing and even the performing arts participants. The opportunity for working artists to share their knowledge as mentors to young aspiring artists would be facilitated through the facility making workshop and studio space accessible to the public.

The facility will incorporate working artist studios retail gallery, entertainment and performance area, education and lecture hall, supplies, frame shop. The application is based on subletting smaller units to professional artists and artisans, as working studios for individuals and groups, guilds or co-operatives. Emphasis will be placed on maritime art with a local flavour encouraging multiple use, such as print makers, glass blowers, potters, fabric artists, painters, sculptures, jewelers, woodworkers and carvers, metalsmithing, dance studio and performing art studio. The facility would provide, all under one roof, a much needed grass root infrastructure to the Artist community, inclusive of cultural and artistic endeavors.

Finally our proposed use insures that this last remaining structure from the BC Packers 47 Acre site will continue to exist as a legacy for our children and grand children. It ensures and encourages public access and participation and, combined with the activities at Britannia Heritage Shipyard, creates a critical mass on the waterfront that would benefit both endeavors

This facility is planned as a for-profit, private endeavor, partnering with the city of Richmond as the property owner. An experienced development team has been put together to ensure credibility, profitability and viability of the concept.

Background

Project lead
Mark Glavina

My experience as a leader in the art community dates back to 1993 when I completed a mural and a sold out Exhibition "*River Harvest 1913*" at Shady Island Restaurant. I own and operate Phoenix Coastal Art at 3891 Moncton Street in Historic Steveston Village. My business is art !

Our original location is dedicated to promoting and selling a variety of local Art from hand made crafts, ceramic sculpture, woodwork and jewelry to paintings by renowned Richmond artist like Dan Varnals, Adrienne Moore, Donna Baspaly. Excellent commercial success and the demand for art related services have allowed us to expand our current services to a second location The Phoenix Art Workshop. Our new facility will permit us to finally offer an array of art classes and workshops. A two-year waiting list for the children's classes and extensive adult demand for programs demonstrates the need for this type of resource in our community. Our new location will be home to our very popular picture framing service, as well as a new 1000sq foot gallery space. This new endeavor will allow our first location to expand its' art supply inventory to meet the growing needs of the community. The need for additional classroom space and workshop facilities is anticipated for the year 2003.

I have been always been involved with local heritage groups, believing that they are a key link to our cultural ties and identity as a community. My strong belief in the survival of our community's identity has been demonstrated through my commitment to the planning process over the past five years. My understanding of sustainable communities, balancing the community's need and economic viability is the strongest asset I bring to this process.

In 1995 I was commissioned to paint a mural of Fin Slough at Broadmoor Mall and have recently completed a mural at Homma Elementary with the co-operation of the student body as an educational experience. For the Past five years I have co-curated the exhibitions at the Gulf of Georgia Cannery, drawing artists to Steveston from all over the lower mainland. And in 1996 I opened Phoenix Coastal Art as part of my commitment to the arts in this amazing community.

I am confident I have put together an excellent project development team with a strong and creative concept.

Benefits

- ❑ Unrestricted Public Access to the Waterfront
- ❑ Heritage legacy accessible to the public
- ❑ *Creates a economically viable Cultural Legacy
- ❑ Adheres to the O.C.P.
- ❑ Lends itself to the village atmosphere with an integrated waterfront
- ❑ Long term retention of the unique character of a waterfront building
- ❑ Co-existence with maritime activity along the water's edge
- ❑ Creates a critical mass of unique activity complementing Britannia Heritage Shipyards
- ❑ Promotes local visual and performing arts in a variety of disciplines
- ❑ Meets and exceeds the city's objective of economic viability and re-use of our heritage resource
- ❑ Permits educational opportunities for our community
- ❑ Stimulates the local economy
- ❑ Enhances the Steveston's business center rather than competes
- ❑ A vital link on the heritage trail between Britannia Shipyards and the planned residential community, ensuring compatibility between land uses
- ❑ It ensures and encourages public access and participation
- ❑ Is sensitive to the local environment and river habitat
- ❑ The Benefits of Granville Island under one roof in our own community

Development team

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Local Business owner and operator
Steveston resident, artist and educator.

Marketing consultant, founder and
president of Cannery Channel Tours and
former Marketing consultant for the
Stratford Festival and Expo 67

Al Hailey
Loans Officer, Business development

Graduate of Montreal's National Theater
School and 16 years working for the
City of Richmond in the Cultural and
Heritage Field












Project developer for Granville Island
Lonsdale Quay and Richmond City Hall
and National Heritage Advisors with
extensive experience in heritage
development of this kind

Structural Engineers with particular
experience with Steveston's waterfront
properties.

Steveston Fisherman, Economist and
retired educator and Author

Venture Capital

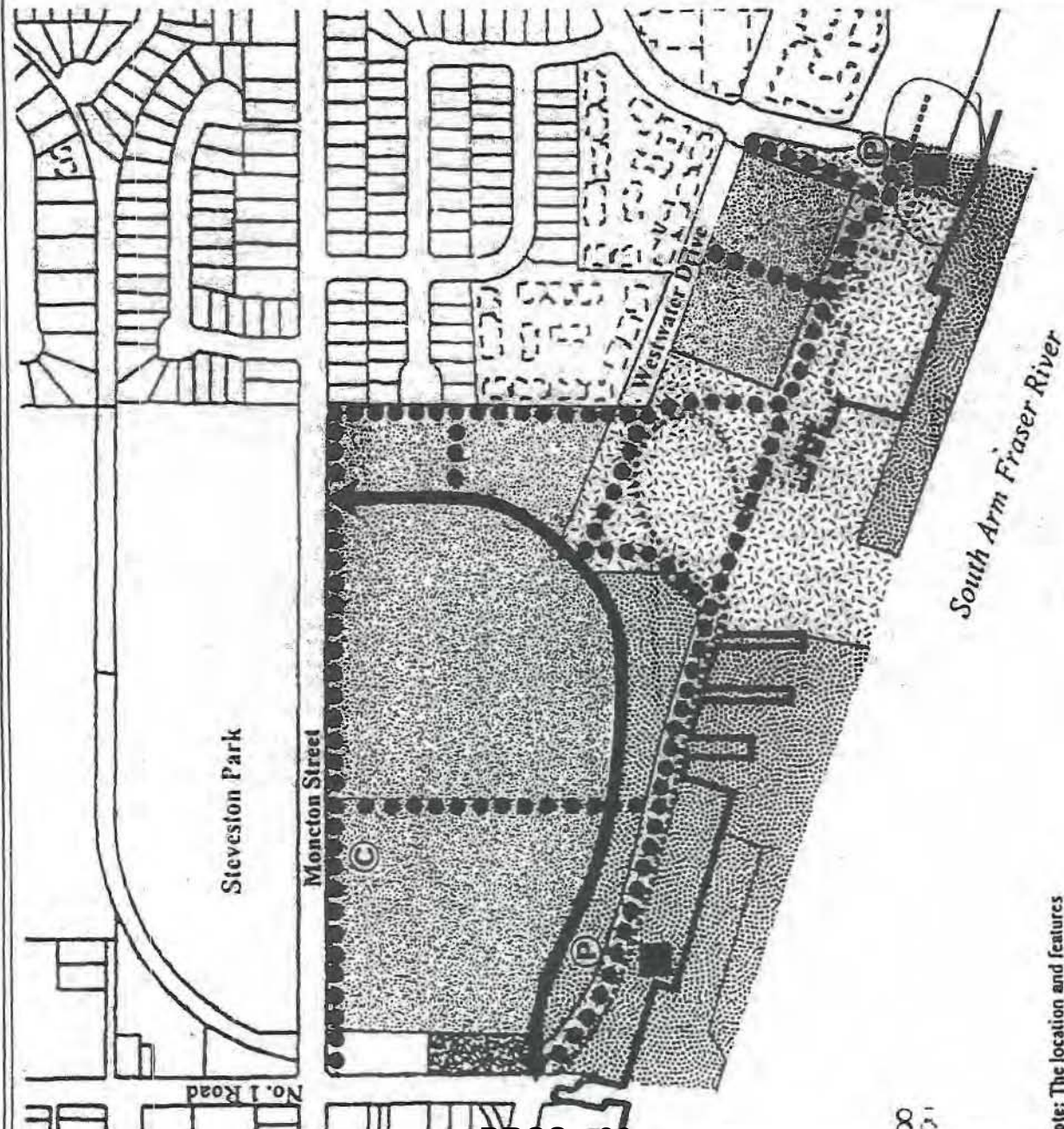
Attachment 3 **B.C. Packers** **Land Use Map**

-  Residential
-  Maritime Mixed Use
-  Commercial
-  Public Open Space
-  Unrestricted Continuous Public Access
-  Public Road
-  Approximate Shoreline
-  Approximate Line of Buildings and/or Structures
-  Heritage (Potential)
-  Community Mixed Use
-  Parking associated with maritime mixed uses and limited public parking

* Note: The trail should be located on the water side of any structures which extend over the water.



Original Adoption: March 15, 1999



Note: The location and features in this plan are subject to change. See the Plan text.

GeoTourism Adventures

Field Guide Volume 1

PRESERVING OUR HISTORY & HERITAGE



GOLD COUNTRY

GeoTourism Adventures

Field Guide Volume 1

PRESERVING OUR HISTORY & HERITAGE



www.goldtrail.com



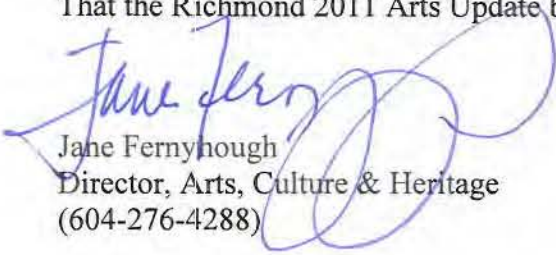
City of Richmond

Report to Committee

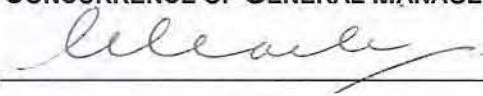


To: Parks, Recreation and Cultural Services Committee **Date:** December 12, 2011
From: Jane Fernyhough
Director, Arts, Culture & Heritage **File:**
Re: Richmond 2011 Arts Update

Staff Recommendation

That the Richmond 2011 Arts Update be received for information.


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

Att. 1

FOR ORIGINATING DEPARTMENT USE ONLY		
CONCURRENCE OF GENERAL MANAGER 		
REVIEWED BY TAG 	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
REVIEWED BY CAO 	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

Staff Report

Origin

The Richmond Arts Strategy was developed to help guide the City's actions to make Richmond a city where the opportunities for participation in the arts at all levels are accessible, where artists feel they have a place and are seen as contributing to the community, where cultural industries are welcomed and where cultural activity is visible and supported.

The following five strategic goals have helped to create a solid foundation for the Arts Strategy and ensure that the City is purposeful in the advancement of the arts in the community.

1. Build capacity within and support for arts organizations;
2. Strengthen, support and enhance the artistic community;
3. Increase the variety and diversity of arts experiences and opportunities;
4. Expand public awareness and understanding of the value of the arts; and
5. Broaden the economic potential and contributions of the arts.

These goals helped guide the arts in Richmond and consolidate and build upon the previous Olympic year successes. This report presents the Richmond 2011 Arts Update (Attachment 1) to Council for information.

Analysis

The Richmond 2011 Arts Update highlights the activities and achievements in the arts in our community during the past year and reflects the City's modest investment of \$1.95 million to support and advance the arts. The report also showcases the essential role the arts play in building and sustaining a diverse community that is socially and economically healthy.

The arts are an essential and integral part of our social fabric, enhancing people's health and wellbeing at both the individual and community level. The arts also benefit a city by bringing a sense of meaning and place to residents, providing visitors with lasting memories, and reflecting on its long-term investment in the future.

Financial Impact

There is no financial impact to this report.

Conclusion

The Richmond 2011 Arts Update highlights the activities and achievements in the arts in our community and exemplifies the important role the arts play in contributing to the livability of our city.



Kim Somerville
Manager, Arts Services
(604-247-4671)

KS:ks

Att: 1

ARTS UPDATE 2011

Arts, Culture and Heritage Services



In these times of increasing economic pressures and social change, the arts provide a source of growth and well-being. The work of volunteers in support of the arts, the sense of fulfillment that people get from participation and appreciation of the arts, and the pleasure and pride gained from facilities, programs and events that enliven the environment, all contribute a sense of vitality and confidence to a community.

Union of British Columbia Municipalities

Introduction

In 2011, the City's modest investment of \$1.95 million in the arts helped to consolidate and build upon the previous Olympic-year successes with confidence and enthusiasm.

Local artists enjoyed opportunities to raise their profile by way of highly publicized programs like the Winter Festival of the Arts, third annual Richmond Arts Awards and second annual Culture Days, of which Richmond is now a recognized leader.

Heritage treasures were often key arts venues this year. Britannia Heritage Shipyard became the site of two of the summer's most popular artist-driven events: a completely re-imagined 8th annual Richmond Maritime Festival and *Salmon Row*, a sold-out theatrical spectacle. The Minoru Chapel opera series, launched as a pilot project last year, is now an established must-see event for classical music fans.

The Richmond Art Gallery augmented its highly regarded exhibitions with innovative and interactive new public offerings like "Pick up a Pencil!" and "Let's Make Stuff!" Meanwhile, the Richmond Cultural Centre experienced a year of unprecedented expansion and growth with the opening of the Media Lab and Rooftop Garden. As well, the Richmond Arts Centre launched new programs like the Richmond Youth Dance Company and revamped the Art Truck.

Richmond's Public Art program took a significant leap forward with the City Centre Area Public Art Plan, a strategic framework that will inform the

commissioning and placement of artwork in both the short- and long-term. Several new artworks were unveiled at key locations throughout the city and *Water #10*, part of the Vancouver Biennale exhibition, was purchased by a private developer, meaning it will remain in Richmond.

The Gateway Theatre continued to provide professional theatre experiences to Richmond audiences and training opportunities for young aspiring performers. In 2011, Artistic Executive Director, Simon Johnston, announced that he will be leaving Gateway in 2012; we look forward to seeing what the future holds for this signature theatre company.

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Site Art, Richmond Maritime Festival

Community Cultural Development

Culture Days

The second annual Culture Days, from September 30 to October 2, was another solid success with Richmond a recognized leader in this national movement to raise awareness, accessibility, participation and engagement in the arts with free, hands-on and interactive activities. With 33 events (many of them for more than one day, creating 52 opportunities), residents were invited

to learn about and experience the world of textile arts, culinary arts, theatre, photography and much more. Attendance over the three days, including the newly created Lantern Festival, was estimated at over 16,000. *Richmond Review* repeated their promotional sponsorship of 2010 with a wrap supplement, as well as the now second annual Fall Arts & Culture Preview issue, helmed by the winner of an Editor for a Day contest. Richmond also enjoyed regional and Canada-wide profile

through a nationally run media campaign with *The Globe & Mail*.

Minoru Chapel Opera

This series featuring classic opera music performed in the historic Minoru Chapel presented a spring and fall season this year, with matinee and evening performances, many of which sold out. In March, April and May, audiences flocked to hear Vancouver Opera, DragonDiva Operatic Theatre and Astrolabe Musik Theatre. In October, November and December, they enjoyed concerts by Vancouver Concert Opera Co-Operative, City Opera Vancouver and Opera Pro Cantanti. Another spring series will be announced in January 2012.

2011 Lulu Series: Art in the City

The 2011 Lulu Series of guest speakers presented the following free-to-the-public events about Art in the City and its importance creating connections between citizens and their communities:

- March 10: Dean of Graduate Studies at Emily Carr University of Art & Design and public art expert, Cameron Cartière (with Ivan Dimitrov, guitarist)
- April 7: New Zealand-based eco-installation artist, Konstantin Dimopoulos (with Heather Pawsey, soprano)
- May 5: renowned architect/urban planner Bing Thom (with Sheri-D Wilson, poet)



The first event on March 10 attracted approximately 80 attendees. Dr. Cartiere also presented the keynote speech at the Richmond Arts Awards ceremony. The April 7 event, which attracted 60 guests, was presented in partnership with the Vancouver Biennale as the artist was in town to create *The Blue Trees* project at Garden City Park. The May 5 event had 85 attendees.

2011 Richmond Arts Awards

Created in partnership with the Richmond Arts Coalition in 2009, as recommended in the Richmond Arts Strategy (2004) and the 2010 Arts & Culture Plan (2008), the third annual Richmond Arts Awards recognized artistic achievements and contributions to the cultural community by City residents, artists, educators, organizations and business leaders. The purpose is to:

- honour major contributions by individuals, organizations and businesses to the arts;
- cultivate greater visibility and understanding of the value of the arts;
- encourage excellence and build new leadership within the arts community; and,
- develop patrons for the arts.

In its third year, 81 nominations were reviewed by the selection committee. Finalists were announced on April 9 with website announcements, emails to the arts community, media attention and a series of three half-page ads in the *Richmond News*, each highlighting two of the six categories.

The winners were announced at the Richmond Arts Awards ceremony in Council Chambers with Mayor Brodie presiding:

- Leonard Kay, Arts Education
- Jeanette Jarville, Artistic Innovation
- Coast Capital Savings, Business and Arts
- Nadeane Trowse, Volunteerism
- Natalie Lo, Youth Arts
- Simon Johnston, Cultural Leadership

Special guests included Dr. Cameron Cartière, Emily Carr University of Art & Design Dean of Graduate Studies; Liel Amdour, a young award-winning classical guitarist; and internationally acclaimed pipa player, Guilian Liu. Approximately 100 people attended.

ART AT WORK: Arts Symposium

Created in partnership with the Richmond Arts Coalition as recommended in the 2010 Arts & Culture Plan (2008), Richmond's third annual Arts Symposium, Art At Work, provided professional development opportunities for local artists and others working in the cultural sector. Its purpose is to:

- support the growth and development of the arts and cultural sector;
- provide artists and cultural workers with practical, inspiring and career-enhancing programming; and
- encourage networking and sharing within the arts and culture community.

On April 2, 29 registered artists and representatives from cultural organizations networked and attended their choice of the following programs:

- *Harmony from the Inside Out: Eliminating Your Limiting Beliefs* workshop presented by Jan Carley, Creative Coaching Group
- *Submitting Work to a Gallery* presentation by Mila Kostic, artist and director of the Federation Gallery, Granville Island
- *Pricing and Sales Strategies for Visual Artists* workshop by Chris Tyrell
- *The Art of Creative Business* workshop by Chris Tyrell

Response from participants was very positive, as evidenced in the feedback survey results; for example, 90% of respondents indicated they would attend again next year.

8th Annual Maritime Festival

Marketing of this re-imagined festival at Britannia Heritage Shipyard, August 5 to 7, included the creation and maintenance of a new website (www.richmondmaritimefestival.ca), providing content for Facebook posts, and coordination of all printed materials including print ads, posters, transit shelters, street banners, site signage and brochures. In addition, many local artists were involved with the event. The Richmond Potters Club, Richmond Painters Guild and Richmond Carvers Society all had a booth displaying work and featured artists working on site. Several painters created art in locations throughout the site, painting en plein air. There were also local performers animating the site and local artist Marina Sziarto designed and coordinated site art throughout Britannia Heritage Shipyard.

Attendance: 35,000

2011 Winter Festival of the Arts

The third annual six-week festival, as described in the 2010 Arts & Culture Plan (2008), offered a multidisciplinary, multicultural and multi-locational showcase of Richmond's arts and culture scene from February 1 through March 15. The 2011 Winter Festival of the Arts provided valuable promotional support to 42 events and programs presented by various arts and cultural organizations. Through the shOP ART initiative, six visual artists created and installed original work for empty storefronts at Lansdowne Centre under the mentorship of professional artist Marina Sziarto. In its second year, 60% of post-event survey respondents said that the Winter Festival of the Arts was beneficial to them.

The website, www.richmondwinterfestival.ca, was also the online promotional site for the 2011 Winterfest Weekend at the Richmond Olympic Oval, Feb 12 to 13. Local artists and cultural groups were featured at this event both as performers on stage and as the presenters of unique, interactive and hands-on exhibits that offered demonstrations of woodworking, painting, pottery and more. An estimated 12,000 people attended the weekend.

Salmon Row

From August 18 to 28, Vancouver-based Mortal Coil Performance Society presented a sold-out site-specific performance telling 150 years of history at Britannia Heritage Shipyard. The show included local performers and over the course of the summer, included members of the community through free workshops to learn about lantern making, stilt-walking, masks and drumming. Attendance: 1,500

Richmond Cultural Centre Temporary Exhibits

In an effort to support the local arts community, the Richmond Arts Centre organized exhibitions of quality artwork by local artists, for display in the Cultural Centre. Artwork included paintings, drawings, photographs, quilts and other textile pieces and items that can be displayed on paper, canvas or in frames. In 2011, a variety of exhibitions were displayed each month.



Coastal Wolf Pack Dancers, Richmond Maritime Festival

Richmond Art Gallery

In 2011, the Gallery concluded two exhibitions carried over from 2010 (*More Often Than Always/Less Often Than Never* and *The 5th Annual Artists Trading Cards Exhibition*) and presented six new exhibitions by regional, national and international artists: AES+F, *Last Riot*; Brenda Joy Lem, *Homage to the Heart; Fibred Optics*; Landon Mackenzie, *Crossing Over, Why Cloud the Whites*; Richard Ibgby and Marilou Lemmens, *The lights constellating one's internal sky*; and *The International Mail Art Exhibition*.

Exhibitions

More Often Than Always/Less Often Than Never

November 26, 2010 – January 23, 2011

Organized by Noxious Sector Project (Ted Hiebert and Doug Jarvis), this exhibition took its inspiration from Alfred Jarry's invention of 'pataphysics' (the science of imaginary solutions). Artists from around the world were invited to engage with notions of impossibility, uncertainty and the imaginary, which challenge standardized formulations of the allowable, acceptable, logical or feasible. Artists hannah_g, Julie Gendron & Emma Hendrix, Tetsushi Higashino, Gordon Lebrecht, Chikako Maria Mori & Boris Nieslony, François Mathieu, Arjuna Neuman and Anne-Marie Proulx answered a call for imaginary solutions to real questions, and were selected by the curators in a séance with Alfred Jarry.

concurrently with the Artist Trading Card Exhibition

5th Annual Artist Trading Card Exhibition

The ATC Exhibition is a display of Artist Trading Cards from local, national and international participants. Artist Trading Cards are miniature works of original art measuring 2 1/2" x 3 1/2" that are made to trade. This international art movement is intended to be a non-commercial, non-hierarchical, non-judgemental avenue for artistic exchange. All entries received are exhibited, and then traded at the Closing Celebration.

The Artists Trading Card Exhibition and its newest incarnation, the International Mail Art Exhibition, are open call shows that allow both professional and non-professional artists to participate in these art movements.

In 2011, the open call for entries attracted over 400 participants from all over the world and over 150 people attended the Closing Party Trading Session. Combined attendance: 4,141

Last Riot, AES+F

February 3 – April 3, 2011

In collaboration with the Vancouver Biennale, the Richmond Art Gallery presented the North American premiere video installation, video stills and didactic displays relating to the issues in the work, *Last Riot*. The most celebrated presentation at the 2007 Venice Biennale, *Last Riot* is a three-channel video work based on the aesthetic of computer gaming, where violence is stylized and glamorized, and presented in a digital landscape.

Formed in 1987, AES+F (a collective of Russian artists, Tatiana Arzamasova, Lev Evzovitch,

Evgeny Svyatsky, and Vladimir Fridkes) work collectively in media ranging from photography, sculpture and drawing to video, performance and computer-based media. Exploring the aesthetics of technology, cinema, advertising and fashion, AES+F expose the surreal, fantasy visualizations of pop culture, "constructing a futuristic mythological metaphor for the present through their glamorous, seductive yet alarming, artificially hyper-realistic imageries... The heroes of the new epoch have only one identity, that of participants in the last riot. Each fights both self and the other, there's no longer any difference between victim and aggressor, male and female. This world celebrates the end of ideology, history and ethics."

The exhibition received significant media attention, including a full-page interview with the artists in the *National Post* and the spotlight section of the *Canadian Art Magazine*. Attendance: 4,637

Homage to the Heart, Brenda Joy Lem

April 14 – June 12, 2011

Brenda Joy Lem's exhibition addresses themes of memory, oral history, spirituality and "the enduring heart," as the artist explores her family history and the threads that connect generations. Lem recounts fragments from the history of her family's immigration from China and the hand-laundry business they operated in the 1930s, layered over family and archival images. As with all early Chinese immigrants, Lem's grandparents came through the Victoria/Vancouver port when they arrived in Canada more than 100 years ago, and that history creates a basic context for the installation at the Gallery.

Attendance: 4,332

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Fibred Optics

Andrea Fatona, Guest Curator)

June 23 – August 28, 2011

The artists' work (Frances Dorsey, Jérôme Havre, Ed Pien and Michèle Provost) incorporates natural and synthetic fibres, old and new technologies, as well as ideas and methods from the world of craft and contemporary art. Each artist uses fibre to produce and transmit individual and collective narratives that are at once coherent and fragmented, visible and invisible. Frances Dorsey's large-scale, landscape-like works weave together personal memories and marginalized histories; Ed Pien's installation transforms spectators into participants as they journey through its network; Jérôme Havre's toy-like, soft nylon mythical sculptures, reminiscent of aliens, reflect on ideas of synthesis and hybridity; and Michèle Provost's

stitched works humorously convert writing from art magazines and curatorial texts into visual art. Attendance: 4,216

Crossing Over, Why Cloud the Whites, Landon Mackenzie

September 8 – October 30, 2011

The exhibition brings together several large-format canvases by Landon Mackenzie from two recent series called *Neurocity* and *The Structures*. Mackenzie's paintings over the past decade involve

her interests in the intersecting territories of cities, maps, waterways and dark space as nervous systems and the ongoing possibilities of using conventions of both landscape and abstraction to achieve her goals. Large and complex pieces, they are charged for effectiveness as optical and corporal experiences. Signals and wiring, neurons, cells, balloons, circles and squares, electric tower scaffolding, lily pads, ladders, railway tracking and filmstrips are recognizable but all disconnected from regular function.

Attendance: 5,335



International Mail Art Exhibition

The lights constellating one's internal sky, Richard Ibgby and Marilou Lemmens

November 17, 2011 – January 15, 2012

In this collaborative multi-media project, Richard Ibgby and Marilou Lemmens examine linguistic and pictorial representations commonly associated with economic discourse and question what is at stake in the very forms and methods used to think through and communicate socio-economic policies. In light of the current state of global economics, *The lights constellating one's internal sky*, provokes further dialogue.

concurrently with

International Mail Art Exhibition & Swap

November 17, 2011 – January 8, 2012

Artists from all over the world were invited to contribute their work for the Richmond Art Gallery's *Mail Art Exhibition and Swap*. This exhibition is intended to be a cultural exchange, where artists exhibit their works and receive new works as part of a swap. This shared enterprise is free from the rules of the art market, and yet we ask artists to respond to the theme of "economy" in all its forms. The exhibition will be online for a period of one year.

Combined attendance: 1,136 (to date)

Artist Interviews on Video

In conjunction with the exhibitions, the Gallery produces videos that feature an interview with the exhibiting artist. Screening throughout the day, the short videos provide further insight on the artists' ideas and process. Located in the Hope-Smith Art Lounge, the artist interviews

are popular with gallery visitors who want to know more about the artists who exhibit in the Gallery. This significant initiative contributes to the cumulative history of Canadian art.

City Hall Exhibitions

As part of its community outreach program, the Richmond Art Gallery helps to organize exhibitions of quality artwork by local artists, for display off-site at Richmond City Hall. Five artists presented their work in 2011:

Jan 11–Feb 22: Daryl Spencer

Feb 22–April 5: Jan Corkan

April 6–May 16: Tony Chu, *The Joy of Drawing*, (Omni Television, interview with Tony Chu at City Hall)

May 17–July 5: Angela Gooliaf, *Mis-under-stand-ings*

July 6–September 12: Jessica Bell, *Assembling Place(s)*

September 13–November 15: Richmond Society for Community Living (not Gallery organized)

Spring and Summer Art Camps

Twenty-four children, aged 8–12 years participated in two successful weeks of spring art camps. International art hopping at Richmond's only gallery-based art camp provided a week of seeing, thinking and making inspired art from around the world and through the ages.

Forty-seven children, aged 6–12 years, participated in four weeks of summer art camps. Using the works in the exhibition *Fibred Optics* as inspiration for artworks, the camps provided an art-packed week of seeing, thinking and art-making. Students also went on a fieldtrip, to participate in a Public Art Tour in Yaletown and an artist's outdoor art garden project at the Olympic Village.

Family Sundays

Fourth Sunday of the month

This free drop-in art program sponsored by RBC offers families the opportunity to explore art making together while providing skill-building opportunities for ten to twelve creative and highly motivated Richmond high school students who volunteer to run the program. Family Sunday averages 120 parents and children a month. This year, in addition to the exhibition-related art activities offered, the Richmond Public Library offered families a theme-related story during the program.



Family Sundays

School Art Program

The Richmond Art Gallery's School Art Program introduces students from Preschool to Grade 7 to the exciting world of contemporary art through interactive gallery tours and exhibition-based hands-on art activities. Art workshops help develop visual literacy and critical thinking skills, while providing a fun art experience for students. In 2011, 97 tours and workshops were conducted, representing 2,335 students. The Gallery receives annual funding from TD Bank Group for this initiative.

Pick Up a Pencil!

Pick Up a Pencil! is a new drop-in program for youth and adults offered at the Richmond Art Gallery. On the first Wednesday of every month an artist leads a free open drawing session in the gallery to encourage the art of seeing, drawing, metaphorical thinking and social engagement.

Let's Make Stuff!

On the second Sunday of every month, artists, crafters, hobbyists, entrepreneurs, people who just like to make stuff and people who want to try a new art technique, share space to create and share ideas at the Richmond Art Gallery. Let's Make Stuff! offers a relaxed, social approach to learning and improving one's artistic technique or kick starting projects they've been thinking about.

Youth Podcast Program

In April, the Gallery started up a new program in collaboration with the Richmond Media Lab and Richmond Public Art Program. Six teenaged volunteers work with the Gallery's Education Coordinator and Media Lab Specialist to develop, record and edit short audio podcasts of teens' opinions and interpretations of Gallery exhibitions and public art pieces. Podcasts also include excerpts from artist interviews, visuals of the exhibition or recording session, and musical scores created by the youth. As of December, the group has developed podcasts for Gallery exhibitions by Brenda Joy Lem and Landon Mackenzie, and of public artworks *Blue Trees* by Konstantin Dimopoulos, and *Roots of our Future* by Blake Williams. All podcasts are posted on the RAG's website and are available for download on iTunes.



Instructor Tony Chu drawing during *Pick Up a Pencil!*

Jim Wong-Chu, Storyteller

The Gallery was busy with large crowds throughout the *Doors Open* weekend in May, featuring tours offered by Mandarin-speaking volunteers, an interactive art activity in the Hope-Smith Art Lounge, and historical tales by local author, Jim Wong-Chu. On the evening of May 7, the Gallery participated in the first *Imaginary Enclave*, which featured performances throughout the Cultural Centre. For this event, author and poet Jim Wong-Chu related local Chinese-Canadian history to smaller crowds throughout the evening for several intimate performances.

Arts for Life Conference

April 28, 2011 marked the 18th year for the Richmond School Board's *Arts for Life Conference*. 120 secondary students and 10 secondary teachers attended the conference, which is hosted by the Gallery and organized in partnership with the Richmond School District. This conference gives students the opportunity to meet practicing artists and learn about their creative process and career development paths. Students are able to choose from a variety of artist-led sessions, on topics as diverse as performance art, painting, cinematography and graffiti art. The program was supported, in part, by a grant from the Richmond Youth Foundation.

Funding

The following organizations generously supported the Gallery's programming and operations in 2011:

- BC Arts Council, Annual Operating Assistance: \$20,750 was provided in recognition of the Gallery's artistic and operational excellence, based on annual peer adjudication.
- BC Arts Council, Co-op Placement grant. \$8,900 was received to hire a Co-op Student who developed an education resource package on contemporary art for Secondary School Teachers and as an educational tool for Gallery programming for adults and seniors.
- Richmond Youth Foundation: \$800, to pay speakers' fees for the 18th annual Arts For Life Conference organized in partnership with Richmond School District 38.

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- City Community Grant: \$2,030, to assist in providing translation of didactic materials in Chinese. This ongoing initiative was one of the items that received commendation from the BC Arts Council jury.
- Young Canada Works funding was provided in the amount of \$4,074 to hire a summer Art Camp instructor.
- RBC provided \$11,000 in sponsorship for Family Sundays and TD provided \$10,000 x 2 years in sponsorship for the School Art Program.
- Investors Group contributed \$800 towards the Gallery's membership drive prize.
- British Columbia Community Gaming Grant was received: \$22,500.
- Canadian Western Bank provided \$3,000 in sponsorship for the Online Teachers' Resource Guide.



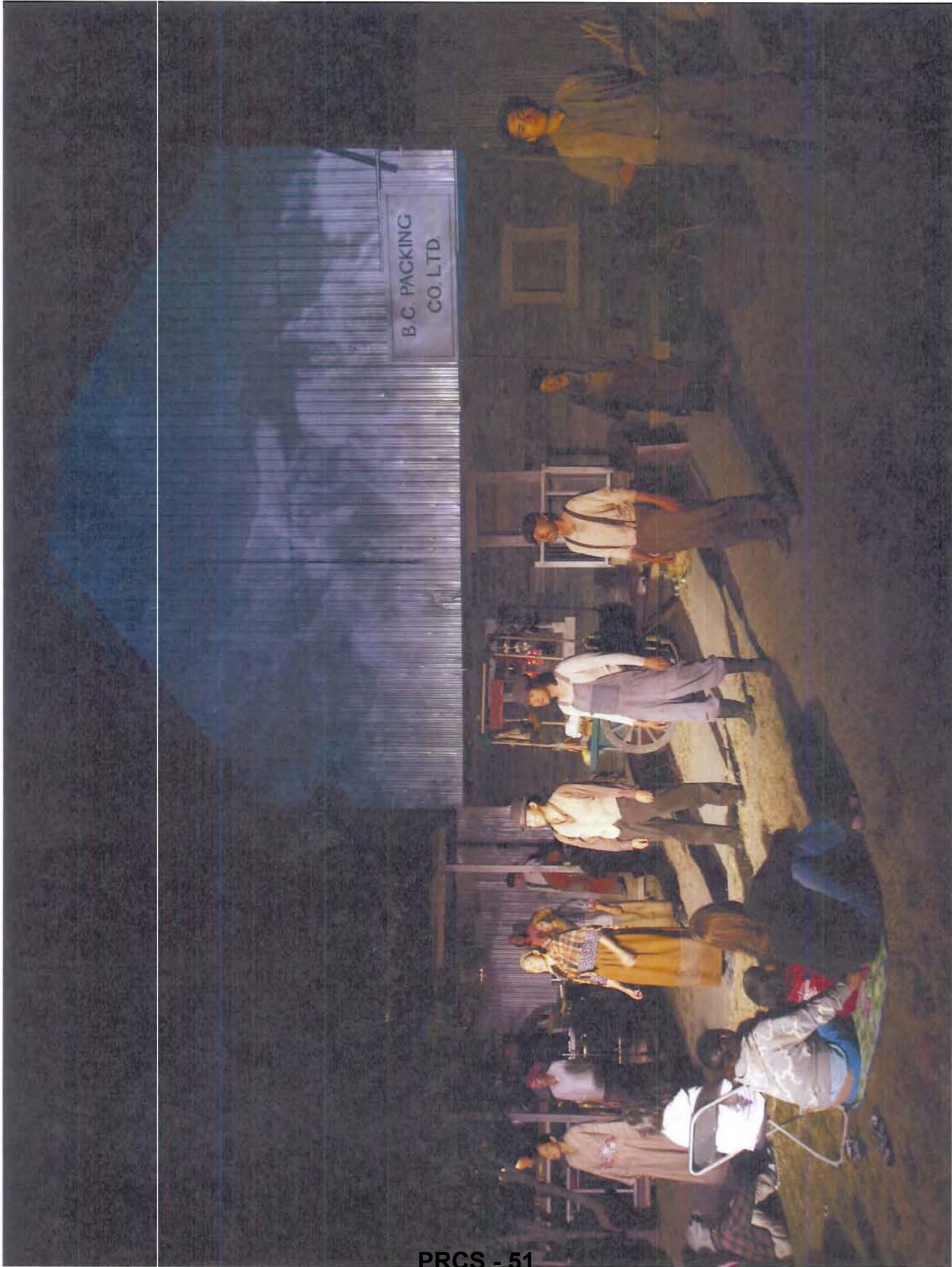
RAG volunteers podcast. Background Painting: Landon Mackenzie, *Neurocity (Aqua Blue)*, detail, 2008-2009











Richmond Arts Centre

The tag line for the Arts Centre is: *Work With Creativity, Play With Knowledge, Live With Imagination*. With this spirit, the community receives a wide variety of arts experiences, including education programs taught by accomplished arts instructors that are accessible to people of all ages, abilities and backgrounds. The Centre also hosts several events and is home to a number of Resident Art Groups. The seasonal, school-year and camp programs which include a diverse array of arts such as dance, music, circus, yoga, painting, drawing, cartooning, acting and media, provided the opportunity for more than 10,000 people in 2011 to be introduced to, or enhance, their knowledge of the arts.

Richmond Youth Dance Company

As part of the City of Richmond's ongoing efforts to provide positive outlets for youth engagement as well as promote arts events as an integral part of a healthy community, the Richmond Youth Dance Company was created. Twenty-one dancers aged 9–17 years auditioned to be part of this new dance group. Performances in 2011 included the premier production, *First Wings*, in January followed by special appearances at the *Children's Arts Festival* in February, *Doors Open* in May, and a special performance at the Minoru Place Activity Centre in December. An estimated 700 people enjoyed the presentations, which included both ballet and modern dance and the company received a feature article in the *Richmond Review*.

Rooftop Garden

Richmond's Rooftop Garden, the "urban cousin of Terra Nova" which opened in September, provides a new outdoor venue for the arts and a unique gathering space for the community. Presenting sponsor Canadian Western Bank generously provided \$25,000 in sponsorship to help support the Garden's activities. New programs

will combine the arts with environmental sustainability, and later expand to include culinary arts, in addition to gardening and environmental programs. The garden was profiled in feature articles in both the *Richmond Review* and the *Richmond News*.



Richmond Library/Cultural Centre Rooftop Garden

Annual School Year Dance Recital

Held at the Gateway Theatre on May 21 and 22, three public performances showcased the talents of children and youth in the Arts Centre's Dance Program. Aimed at enhancing the programming to be more inclusive and artistically diverse, the format was changed this year to include artwork from Arts Centre students as scenic backdrops while students from the Musical Theatre program performed and sang alongside the dancers. A total of 1095 audience members enjoyed the 400 performers, aged 3 to 17 years, in *Around The World*, which took the viewers on a tour of different countries.

Children's Arts Festival

The Third Annual Children's Arts Festival, presented in partnership with the BC Children's Art and Literacy Centre, took place throughout the Library/Cultural Centre from February 17 to 19. The Festival is a unique opportunity for children to participate in hands-on workshops led by professional performers and artists. A unique and interactive arts experience, activities include filmmaking, animation, drama, circus, storytelling, creative dance and drumming. In addition to school field trips, a public day was added. Attendance: 2200.

Richmond International Film and Media Arts Festival

In partnership with Cinevolution Media, the former New Asia Film Festival expanded from an Asia-focused film event (New Asia Film Festival) into a community celebration of international film and media arts. From July 21 to 24, audiences were able to experience film and media arts presentations in unique formats such as the "Dim Sum Movie" and "Cinema Café". Other festival highlights included an outdoor film screening that was preceded by live music and an arts fair; and celebrated artist, Paul Wong's special media installation that transformed the Cultural Centre rotunda. Wong's work was also featured on the Canada Line television screens as part of the festival. Both the *Georgia Straight* and the *Richmond Review* came on as media sponsors. Attendance: 2,200.

Resident Art Group Winter Showcase

The Richmond Arts Centre provides access to studio space and administrative support to 16 local Resident Art Groups and community partners throughout the year. As part of the Winter Festival of the Arts, 10 Resident Art Groups opened their doors to the public demonstrating a wide variety of local artist creations including creative jewels, paintings, calligraphy, gems, photos, pottery, Scottish dancing and textiles. Over 200 people participated in the event, which took place at the Richmond Cultural Centre.



Richmond Arts Centre Dance Recital. Photograph by Felix Law

Gateway Art Exhibits

In a continued partnership with Gateway Theatre, the Richmond Arts Centre provided opportunities for local artists by curating and exhibiting artwork in the Gateway Theatre lobby. In 2011, the artwork of local artists Lorraine Wellman, Jeanne Krabbendam, Joseph Chan, Robin White and Joselito Macapagal were displayed and accessible to Gateway's audiences and the organizations that rented studio space.

Imaginary Enclave

The *Imaginary Enclave* was a unique arts event created in partnership with the Richmond Museum, the Richmond Art Gallery and Diversity Services in honour of the opening of *Doors Open* and Asian Heritage Month. The Cultural Centre was transformed into a multi-venue performance space within which 375 audience members enjoyed short creations ranging from storytelling, theatre and media arts to live performance.

Encore Music Society Concert Series

Under the tutelage of acclaimed pianist Eugene Skovorodnikov, the Music Encore Concert Society brought a top-tier line-up of classical music to Richmond. The series created affordable and accessible concerts to 188 individuals of all backgrounds and ages. Featured performers included Massimo Folliero, Eugene Skovorodnikov and Tanya Stambuk.

Guitar In The Plaza

In an example of art animating our public spaces while providing opportunities for local artists, a series of Friday summer performances in the Minoru Plaza allowed Richmond Arts Centre instructor, Ivan Dimitrov, and a selection of his students, to serenade the public.

ART Truck

The ART Truck is a mobile arts classroom that offers arts outreach programs within the community. Partnering with Richmond Public Art Program and Diversity Services, the primary aim of the program is to provide arts opportunities for children and youth who may not be able to enrol in paid programs. Over the course of the year, 20 workshops incorporated traditional and digital media arts, and 627 children enjoyed the benefits of the ART Truck at no cost to their families. Community partners included the Richmond Centre for Disability, Childfirst Childcare Day Care, Richmond International Film and Media Arts Festival, Richmond Family Place, S.U.C.C.E.S.S. and Richmond Mental Health Services.

Media Lab

The Media Lab, located in the Richmond Cultural Centre, opened in March 2011 with the goal to increase technology literacy, accessibility and creativity. Presented by sponsor Richmond Steel and Recycling Ltd., the Media Lab provides Richmond residents, particularly youth, the opportunity to access and develop media and computer skills, which can be applied towards artistic activities and marketable job-related skills.

In addition to regular paid programming, an important component of the Media Lab is the Richmond Youth Media Program, which is a partnership between the City of Richmond and the Richmond Collaborative Committee for Children and Youth (RCCCY). Programming includes drop-in sessions during which supervised youth work independently and in a variety of structured classes. Participants learn media literacy skills that are relevant to their interests in a supportive environment where they can engage with positive role models. This program is made possible through a three year grant from the Vancouver Coastal Health SMART fund, while a three year sponsorship from Richmond Steel Recycling Ltd helps support staffing and equipment.

The Media Lab has been involved in many events including the Art at Work Arts Symposium, Culture Days, Steveston Salmon Festival, Richmond International Film and Media Arts Festival and the Maritime Festival, and hosts the *Richmond Review* for their regular youth editorial meetings. Other users include Youth Services, the Richmond Art Gallery, Richmond Museum, Richmond Public Library, Cinevolution Media, Cambie Community Centre, City Centre Community Centre, West Richmond Community Centre and Pathways. The Media Lab has been profiled in numerous articles both in the *Richmond News* and the *Richmond Review*.

Richmond Public Art Program

City Centre Area Public Art Plan

On October 11, Council endorsed the City Centre Area Public Art Plan as a guide for the placement of public art in the City Centre. The plan provides a framework to enrich Richmond's urban identity by incorporating inspirational and meaningful art in the public realm. This will enable Richmond's Public Art Program to be more strategic in commissioning and locating a complement of permanent and temporary small and large-scale public artworks in the City Centre.

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Vancouver International Sculpture Biennale

The final Biennale project, *Blue Trees*, by artist Konstantin Dimopoulos, was installed in Garden City Community Park, in the spring of 2011. Dimopoulos' public installations focus on social and environmental themes and the *Blue Trees* project highlights the importance of trees to the planet's survival and raises awareness about the benefits of forests to current and future generations.

In February, a two-question survey was made available to the public to obtain the public's opinion on which, if any, Vancouver International Sculpture Biennale 2009–2011 public artworks should be purchased for the City's permanent public art collection. Results concluded that there was not support for the City to purchase any of the Biennale artworks.

Water #10 by Jun Ren, featured at the Cambie Pump Station, will remain permanently in Richmond. Purchased by the developers of Parc Riviera, plans are to relocate it to the Fraser River site along River Drive in 2013.

Historic Steveston Contest

In late 2010, the Historic Steveston Contest was launched to find a pavement-top art design for the intersection upgrade at the new signalized scramble crosswalk at No. 1 Road and Moncton Street. There were 70 designs submitted by people who live, work or go to school in Richmond. The winners, selected by an independent judging panel, were Carlyn Yandle for pedestrian scramble design and Hapa Collaborative, for traditional crosswalk design. Honourable Mentions went to Carolyn Fisk, Keith Lau and Oliver B. Malana. Contest entries were on display from June 17 to 30 at Steveston Community Centre.

Hamilton Community Centre

Hamilton Then and Now, by artist Mia Weinberg, was unveiled at the official opening of the expanded Hamilton Community Centre on May 28. The public art project engages the community through maps and references historical figures who are remembered in the road names of Hamilton today. Weinberg was able to work with innovative materials consistent with the beautifully designed community centre. Source material included several historical photographs, a blueprint of the Veterans' Land Act subdivision and two maps, the first from 1938 and the second from 2010.

No. 4 Road Pump Station

Working River, by artist Sylvia Grace Borda, is a building sized photomontage, which incorporates archival photos depicting river life from the early 20th century within the context of a colourful reproduction of a 1950's aerial map of the Middle Arm of the Fraser. The work, installed in May, covers two walls of the Control Room Building at the new No. 4 Road Pump Station. The photo mural powerfully connects the site's history with the ongoing work activities on the Fraser River.

Richmond Community Safety Building

The *Coat of Arms* by artist Glen Andersen is a three-part artwork representing elements from the City of Richmond Coat of Arms for the new Richmond Community Safety Building at No. 5 Road and Steveston Highway. It includes a large mosaic depiction of a cornucopia on the entrance plaza, the phrase *Child of the Fraser* on metal panels on the corners of the building, and a metal sculpture combining images of river grasses and three salmon. The mosaic component of the artwork was unveiled in November at the official opening of the building.

Steveston Fire Hall Public Art Project

The artwork, *Roots of Our Future* by Blake Williams, was unveiled in October at the opening of the new Steveston Fire Hall at the prominent intersection of No. 2 Road and Steveston. Using photo-imagery and text applied to 3,800 glass tiles, the undulating waveform honours the history and current activities of the Richmond Fire Department while also representing the community of Steveston.

Terra Nova Rural Park Art Benches

The Richmond Public Art Program, in collaboration with Parks & Recreation, invited accomplished artists, designers and craftspersons to submit original concept proposals to design, fabricate and install one of six unique benches or seating opportunities for Terra Nova Rural Park. Artists were encouraged to consider creative designs

as they interpreted the themes of environment and/or agriculture. Four of the six benches were installed in November, including *Bench Ideal* by Ideal Team, *Ravens* by Thomas Cannell, *Perigeal Raft* by Mark Ashby and *Cascade* by Peter Pierbon. The two remaining benches by Khalil Jamal and Toby Colquhoun, and Norm Williams, are due to be installed in the near future.



Cascade by Peter Pierbon

Dog Party

Dog Party, by artist Michael Swayne, is a series of twelve painted metal steel dog sculptures that range in size, pose and colour. They were originally installed in 2003 at the off-leash dog park at the south end of No. 3 Road. In 2011, they were refurbished and installed in two new groupings around a new seating area within the park.

Community in Motion

In February, *Community in Motion* by artist Corinna Hanson, was installed on the north and west exterior walls of South Arm Community Centre. The artwork, created with children participating in the community centre art programs, consists of a series of 25 mosaic panels depicting flowers, leaves, birds and insects. The goal of this project was to express the diverse range of activities and experiences that reflect the issues and ideas relevant to the people who live in the area.

Green Symphony

Green Symphony by artist Jeanette G. Lee consists of seven unique metal sculptures ranging from four feet to twelve feet high, and working in harmony to represent life in the park. The opportunity for a community-driven public artwork was discovered when the Richmond Nature Park needed a new sign. The result was a new electronic sign embellished with metalwork by the artist, and a new public artwork. Lee worked with children from nearby DeBeck and Mitchell elementary schools to develop the theme: the interconnectivity of organic life within the park and how it reflects to the interconnectivity of individuals in a community. The sculptures were unveiled in July at an evening ceremony in the park.



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Dog Party by Michael Swayne

shOP ART 2011

As part of the 2011 Richmond Winter Festival of the Arts, February through March 15, 2011, the City of Richmond presented *shOP ART 2011*, an innovative and exciting new professional development program for visual artists. Over a period of three weeks, five participating artists, working under the mentorship of professional visual artist Marina Szijarto, created their own site-specific work in select empty storefronts in Lansdowne Centre. This unique professional development program was offered free to participating artists eager to experiment—or develop their existing practice—with Installation Art.

Rediscovering Art on No 3 Rd

The second series of artworks by local artists went on display on Art Columns at Canada Line Stations in December 2010 and featured *You Are Here* by Mia Wienberg at Brighthouse Station, *The Glory of the Wood* by Andrea Sirois at Lansdowne Station, and *Metro Dykes – North, South and Middle Arms of the Fraser River* by Barbara Zeigler at Aberdeen Station. The theme of the third exhibit in 2011 was *Layering Life and Culture* and went on display in June. The exhibit featured the following three artworks: *Here is There is Here* by Diyan Achjadi at Aberdeen, *Richmond's Evening Hues* by Carolyn Sullivan at Lansdowne and *The Good Life* by Wilfrido Limvalencia at Brighthouse.

Public Art Tours

Public Art Program staff provided several briefings and tours of the City's Public Art Collection in 2011. These included one for fine art students from Kwantlen Polytechnic University currently taking a course on Public Art—Theory and Practice, a tour for a continuing education class from Emily Carr University of Art and Design, a tour for McRoberts School students who are preparing for their public art project in 2012, and a field trip to the Oval Precinct with two classes from General Currie Elementary School. A tour for youth participating in the Media Lab Program resulted in the production of a podcast featuring interpretations of the *Blue Trees* installation at Garden City Park, and the Public Art Program accompanied Walk Richmond on two walks which promoted healthy lifestyles and awareness of public art.

Panelist Pool

In June, the Richmond Public Art Program offered an exciting opportunity for individuals to participate in the public art process and contribute to the life and cultural vibrancy of the city. By offering to serve on the Panelist Pool, art professionals and other interested persons can participate in the selection process of future public art projects.

In Richmond, public art is selected through an arms-length process incorporating professional advice and community input. This ensures the quality of art and its relevance to the community. Applications were open to all individuals who live in Metro Vancouver.



shOP ART 2011, window display, Lansdowne Centre

Gateway Theatre

The Gateway Theatre accommodated over 1,000 community and professional user groups throughout the year, and demand for its space continues to grow. To date, the 2011–12 season is shaping up to be a stellar year for the Gateway Theatre. Attendance is anticipated to be well over 51,000 patrons with the talents of 150 volunteers giving over 11,000 hours during the season.

Gateway Academy for the Performing Arts

The Academy went into its 19th year with after-school and weekend classes in musical theatre and acting taught by a faculty of professionals. 280 students enrolled in fourteen year-long classes in addition to five camps this past summer.

Four arts scholarships, sponsored by McDonald's Restaurants were awarded to students who contributed to creativity, company and showed courage in their classes the prior year.

- Ironwood Plaza McDonald's Young Performer Award (6–8 years): Katarina Stojisavljevic
- Steveston McDonald's Young Performer Award (8–10 years): Nina Trochtchanovitch
- Alderbridge Way McDonald's Young Performer Award (10–13 years): Ian Field
- Blundell Centre McDonald's Outstanding Achievement Award (13–18 years): Zachary Protz

Over three nights, the Summer Musical Theatre Camp performed a newly commissioned piece, *Imagine* by Barbara Tomasic. In April 2012, the Acting-C: Performance class will perform Thornton Wilder's *Our Town*, while the Musical Theatre-C: Performance class will perform *Into the Woods, Jr.* by Stephen Soundheim and James Lapine.

Gateway's 2011–12 Season

The MainStage season opened this October with the dramatic comedy, *Steel Magnolias*, by Robert Harling, the story of southern belles with backbones of steel. This was one of two joint productions this season with the Gateway's new partners at the Chemainus Theatre Festival. The second show is Joe DiPietro's hilarious musical comedy based on the songs of Elvis Presley, *All Shook Up* which will bring the MainStage season to a close in April 2012.

Sandwiched between, are *The Sound of Music* in December 2011, and Robert Chafe's *Tempting Providence* in February 2012. *Tempting Providence* is renowned for the inventive staging used to tell the story of the travails and triumphs of Canada's first outport nurse, "The Florence Nightingale of the North".

For the Studio Series, in time for Remembrance Day, was the sold-out *Mary's Wedding* by Canadian playwright Stephen Massicotte, a story of love and the human cost of war. In March, Gateway presents the home-grown *KISMET* one to one *hundred* by local writers Emilia Symington Fedy, Daryl King, Anita Rochon and Hazel Venzon. The troupe travelled across Canada to interview 100 Canadians, aged 1 to 100, about their beliefs around kismet – fate and destiny.



Sound of Music, Gateway Theatre. Photograph by David Cooper



City of Richmond

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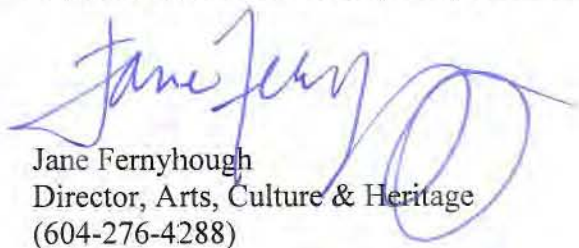
City of Richmond

Report to Committee


To: Parks, Recreation and Cultural Services Committee **Date:** January 10, 2012
From: Jane Fernyhough
Director, Arts, Culture & Heritage **File:**
Re: **Richmond Potters Club's concerns at the Richmond Arts Centre**

Staff Recommendation

That the report "Richmond Potters Club's concerns at the Richmond Arts Centre" dated January 10, 2012 from the Director, Arts, Culture and Heritage Services, be received for information.


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

Att: 2

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CONCURRENCE OF GENERAL MANAGER 		
REVIEWED BY TAG	YES  <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
REVIEWED BY CAO	YES  <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

Staff Report

Origin

At the November 29, 2011 Parks, Recreation and Cultural Services Committee meeting, staff were encouraged to:

Draft a report on the Richmond Potters Club's concerns as it would provide the Club an opportunity to meet with the Committee.

This report responds to the request.

Analysis

The Richmond Arts Centre, opened in 1993 in the Richmond Library and Cultural Centre, consists of nine (9) studios:

- dance studio
- painting studio
- lapidary studio
- pottery studio
- fabric arts studio
- multipurpose room
- printmaking studio
- recording studio (formerly a photography studio and dark room)
- piano room

The studios are booked for public programs, resident art groups and the occasional rental to other groups. **Attachment 1** gives a breakdown of the resident art groups booking hours and the public program bookings.

The Richmond Arts Centre strives to be a leader in community arts and arts education. Participation levels are increasing due to a growing population, and community interest in the arts is rising, placing greater demands on existing resources and limited arts spaces. Providing opportunities for the arts to grow while honouring the City's past relationships and ensuring operations are well managed requires updating current systems and models to meet the needs and demands of today.

In various communications including the newspapers and emails to Mayor and Council, the Richmond Potters Club has expressed concerns about their use of the pottery studio in the Richmond Arts Centre. Their concerns expressed are primarily centered around the hourly cost to book the studio for their club member's use. Since January 2011, staff have met with the Potters Club 9 times where studio rates, equipment, program fees, scheduling, glazing and kiln use, membership numbers, club promotion, and safety and storage were addressed.

Resident Art Group Rates

Resident Art Groups (formerly referred to by the generic term of User Groups) have been booking studio space at the Richmond Arts Centre since the Richmond Cultural Centre opened in 1993. According to Arts Centre records, in 1996 a studio rate of \$0.84 per hour was charged to Resident Art Groups and in 2005 the studio rate was increased to \$1.49 per hour. In 2011, after

five years of no rate increases the Resident Art Groups studio rate was raised to \$4.46 plus HST (\$5 per hour) to bring rates more in line with other rates in the City. In the fall of 2011, Resident Art Groups were informed that as of January 1, 2012 their club studio rate would be increased to \$5.13 per hour plus HST (\$5.75 per hour). Resident Art Groups pay a reduced rate compared to other non-profit groups who can rent studio space for \$20 per hour plus HST.

The increase in 2011, and more recently the increase for 2012, has sparked displeasure amongst some of the clubs, particularly the Potters Club which has a large number of hours booked for their exclusive use, and has been referenced on occasion as a 300% increase in studio rates.

The new rates are not intended to remove Resident Art Groups from the Richmond Arts Centre or impede their arts practice. This is an hourly club rate and not the rate for an individual club member. Richmond's rates are the lowest in comparison to other similar facilities (pottery studios) in the Lower Mainland (**Attachment 2**). Studio rates help offset increasing operating costs such as cleaning of studios, general maintenance and repairs, utilities and administration. The Arts Centre also spends a minimum of \$2000 per year cleaning the clay traps and maintaining the exhaust system in the pottery studio.

In addition to using the pottery studio, the Potters Club also uses a storage room and closet, which are both free of charge. The estimated billing for the Club for 2011 was \$4,080 plus HST (\$4,613.89). This included the following offsets given to the Club in 2011 to help with the increase in the hourly charge given the Club has a large number of hours booked for their use: \$500 for fall classes, \$1300 for the Arts Centre's use of club equipment, and \$2400 worth of studio time when the Club offers adult pottery classes.

As of September 2011, the Club recorded 38 individuals on its 2011 membership list. An annual membership is currently \$100. In discussions with members of the Club executive, an optimal number of members for the Club is 65 and staff have offered to help review the Club's operations to build capacity as well as help promote the Club's benefits in an effort to increase the membership.

Adult Pottery Classes

Adult pottery classes are offered by the Potters Club. The City provides the studio free of charge for these classes (value \$2,400), as well as promotes the Club's classes in the Parks, Recreation and Culture Guide at no charge. The Potters Club hires their own instructors and is responsible for administering their classes. In 2011, the Potters Club received a subsidy for each pottery class to help offset the increases, however, staff communicated at the October meeting that this would not continue in 2012. The Arts Centre does not subsidize its children's art classes and according to the Potters Club 2010 budget, adult pottery classes made a profit.

A review of adult pottery classes offered at comparable sites in the Lower Mainland was conducted and found the Richmond fees were the lowest. It was recommended that the Potters Club raise their class fees to align with other facilities in the area and staff offered to help the Club calculate its new fees and costs. Raising their class fees would also cover the subsidy the Club received in 2011. Adult class fees have been raised for Winter 2012 classes. Currently, two of the five classes are full and the others have limited spaces available.

Equipment Use

The Potters Club owns two of the five kilns at the Arts Centre. The Club also owns ten pottery wheels of which three are in need of replacing. Staff proposed that the Arts Centre would purchase two new wheels in 2012 (total value approximately \$3,000), which would be available for the Club to use. In 2011 the Club received a substantial credit from the Art Centre for the use of their equipment, however, after a recent review it was found that in 2011, the Arts Centre only used the Club's kilns 5-6 times and their wheels approximately 150 hours. In 2012, the Club will receive a \$25 credit each time their kiln is used for Arts Centre programs. Staff have also suggested that the Arts Centre's use of club's wheels be free of charge in exchange for the Club receiving the studio at no cost when they offer adult classes.

The Club is currently not charged for kiln firing at the Arts Centre. However, the Potters Club charges its members for this service. On average the Club fires 2-5 loads per week, resulting in increased hydro costs. Over the next several months staff will review the practices of other facilities in the Lower Mainland and will work with the Club to determine the optimum number of free firings and the cost for those over and above. Any costs will not be implemented until 2013.

Studio Time

In 2011, the Potters Club had approximately 45 hours of studio time per week for their member's use (many times there are only one to two members using the studio) and adult pottery classes (20 hours per week for three 9 week sessions per year), while the Arts Centre accessed the studio 14 hours per week to offer children's pottery classes. The Arts Centre has notified the Club that as of January 2012 the studio is required on Fridays from 1:45 p.m. to 7:45 p.m. to accommodate children's pottery classes, which were previously offered in the Printmaking room, as well as accommodate the preschool pottery waiting list.

In order to advance the ceramic arts and build the number of the participants practicing the art (and thereby keep the pottery club viable into the future) it is important that the Arts Centre pottery classes be offered in the appropriate room, as it is a reflection of the quality of classes offered in an arts-specific facility. The kiln room (a separate room from the studios) is available to the Club at no charge during these class times to load/unload materials. The Club has also been assured that in the event they propose to organize a two day or even week long pottery workshop that staff will work with them to accommodate and help facilitate the success of these workshops.

The Arts Centre, like other community facilities, does not make a profit and instead is subsidized by the City in an effort to provide quality programs and services to the community at large. Staff respect the fact that the Potters Club offers adult pottery classes and will continue to provide ongoing support towards the operation of the Club by providing studio space at a very reasonable rate, maintaining the space and equipment associated with running the studio, crediting the Potters Club for the City's use of their equipment, providing administrative support and promoting their classes and the Club.

The Arts Centre provides children and adult classes in a variety of art forms to the community as well as supports arts groups and clubs to practice their art. As the only public programmable arts spaces in the city, maximizing the use of these important spaces ensures that an increasing number of residents derive benefit. Currently the spaces support 14 resident art groups with one

on a waiting list until space can become available. In addition, over 6,000 people took part in registered programs in 2011 with a number on waiting lists. The Arts Centre also partners with others to present various arts events, including but not limited to the growing Children's Arts Festival and the Richmond International Film and Media Arts Festival.

Financial Impact

There is no financial impact to the recommendation.

Conclusion

The arts are a vital part of the community and contribute to the liveability of the City. In an effort to provide the community with a variety of arts experiences that are accessible to people of all ages, abilities and backgrounds, it is important for the City to honour past relationships, cultivate new ones and ensure operations continue to be well managed and responsive to the needs and demands of the growing population. By working together, we can ensure that the arts grow and flourish, now and into the future.



Kim Somerville
Manager, Arts Services
(604-247-4671)

KS:ks

2011 Arts Centre Studio Use

Resident Art Group	Studio	Average Weekly Use (Sept.-June)
Cathay Photographic Society	Painting	2 hours
Creative Jewellers Guild	Lapidary	3.5 hours
Richmond Artists Guild	Painting	3.25 hours
Riverside Arts Circle	Painting	2.5 hours
Richmond Gem & Mineral	Lapidary	20 hours
Richmond Chinese Calligraphy & Painting Club	Painting	1.5 hours
Richmond Chinese Folk Dance	Dance	5.75 hours
Richmond Photo Club	Painting	2.75 hours (Bi-weekly)
Richmond Potters Club	Pottery	45 hours
Richmond Reelers & Scottish Dancers	Dance	2.5 hours
Richmond Weavers & Spinner	Fabric Arts	5 hours
TAGOR	Fabric Arts	20 hours
Youth Services	Sound Studio	5 hours
Arts Centre Programs	Dance	45 hours
	Painting	26 hours
	Pottery	14 hours
	Printmaking	22.5 hours
	Lapidary	6 hours
	Performing Arts Studio	23 hours
	Piano Studio	37.5 hours
	Sound Studio	21 hours
	Fabric Arts	12 hours

Pottery Studio Rate Market Comparison

Club	Richmond Arts Centre	Shadbolt (Burnaby)	Roundhouse (Vancouver)	West Point Grey (Vancouver)	Port Moody	South Delta
Studio Usage	Richmond Potters Club 43 hrs/week *20 hrs for 9 weeks classes Access 6 days per week \$5.13/hr + HST \$0.00/hr when running classes \$0.14/hr + HST per person	Burnaby Potters Guild 34 hrs/week Access 3 days per week \$5.40/hr + HST \$0.23/hr + HST per person	User Group 19.5 hrs/week N/A Drop-in only \$4.50/hr + HST per person	Aberthau Potters Club 16 hrs/week Access 1 day 6am-10pm and on other days if no classes in studio Association 25% of Annual Spring + Fall Pottery Sales Unknown	No club 9 hrs/week N/A Drop-in only \$3.73/hr per person HST included	Delta Potters Association Exclusive use of facility Access 24/7 – except when classes are being offered \$4665.60 + HST Annually
Studio Rental Rate (Club)						
Studio Rate (Drop In Individual)						
Membership						
Club Membership	38 members \$100/year per person *\$1.92/week	23 members \$35/month/person \$8.07/week	80 participants User group individuals pay drop-in rate	60 members with a waiting list \$585/year per person *\$11.25/week	N/A N/A	23 members Full membership \$250/year per person *\$4.80/week Associate membership: \$85/year per person *\$1.63/week
Storage	Yes	Yes	No	No	No	Yes
Kiln Firing Rate	Included in rental Club charges members	4 free/month Bisque firing free for Club members. Additional firing shared amongst members	No fee Included with drop-in	Included Unknown if club charges members	Extra fee	Included with rental Unknown if Club charges members



City of Richmond

Report to Committee

To: Parks, Recreation and Cultural Services
Committee

Date: January 9, 2012

From: Cathryn Volkering Carlile
General Manager - Community Services

File:

Re: Current Issues That May Be Impacting Richmond Adolescents

Staff Recommendation

1. That the report dated January 9, 2012, Current Issues That May Be Impacting Richmond Adolescents, be received for information.
2. That a copy of the report be sent to the Council/School Board Liaison Committee for information.

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

Att. 3

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ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER	
Recreation	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
REVIEWED BY TAG	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	REVIEWED BY CAO	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

Staff Report

Origin

At the May 19, 2010 Council/School Board Liaison Committee meeting, in discussions concerning funding shortfalls facing the Richmond School District (SD#38), the following motion was referred to the Parks, Recreation and Cultural Services Committee:

That staff, through the Wellness Strategy, in conjunction with the Richmond School Board and Vancouver Coastal Health, prepare an interim report on current issues that may be impacting Richmond adolescents, and report back in six months.

The motion was prompted by news that the District was discontinuing the Youth Support Worker (YSW) positions based out of each Richmond secondary school, effective the end of the 2009/2010 school year.

The purpose of the report is to respond to the previously mentioned referral. The report contains the following components:

- 1) Background on YSW positions;
- 2) School District#38 Spring 2011 interim review of the impact of losing the YSW position
- 3) School District#38 Adolescent Support Team and new District service model
- 4) An assessment of the impact of the loss of the YSW positions through the lens of the Community Wellness Strategy.

The report responds to the following Council term goal:

Improve the effectiveness of the delivery of Social Services through the development and implementation of a Social and Community Services Strategy that includes facilitation/development of an effective cross-service network that includes both intergovernmental and community agencies (RCSAC) supporting/working together cooperatively.

Findings of Fact

Youth Support Worker Position Role

Prior to the 2010/2011 school term, School District#38 (SD) employed ten YSWs, based out of each secondary school in the city. The YSWs provided support to their school-based colleagues in working with students to promote the development of their social, behavioural, and academic skills. They referred and encouraged students to seek support from counsellors, teachers, administrators, and outside agencies, and provided information and assistance in accessing this support.

The YSWs were an active, visible, and positive presence in schools. They worked to maintain effective communication and rapport with at-risk and behaviourally challenged students by supporting their emotional needs and developing trusting relationships.

School District Review

In May 2011, the Director of Instruction, Learning Services (SD#38) prepared an internal interim report (**Attachment 1**) for the Board of Education regarding the impact of losing the YSW positions in the schools.

The SD#38 report noted that in September 2010, following the District budget cuts, a new service model had been created, whereby two District Adolescent Mental Health Outreach Worker positions were established to address mental health needs of secondary students, and connect with community services on the students' behalf. The report indicated that the current Adolescent Mental Health Outreach Worker positions would be continued. Further, the District's Mental Health Consultant, the two Community Outreach Teachers and the two Adolescent Mental Health Outreach Workers would work together to develop and implement a comprehensive approach to supporting vulnerable youth.

To gather information for the report, Secondary principals, vice principals, counsellors, and learning resource teachers were asked to provide feedback about the impact of the loss of the YSW positions. In addition, a survey was administered to these same groups to obtain feedback regarding the service provided by the new Adolescent Mental Health Outreach Worker positions.

The key conclusions from the report were:

- 1) The data on the impact of the loss of the YSWs was inconclusive, with half the schools noting a significant impact and half noticing little or no change; and,
- 2) Insufficient time had elapsed to properly evaluate the impacts of the changes.

Adolescent Support Team and Continuum of Learning

For the 2011/2012 school year, one full-time and one part-time Youth Connection Worker position (1.5 FTEs) were approved, and have now joined the new Adolescent Youth Support Team. The Youth Connection Worker(s) are part of SD#38's Adolescent Support Team, and will work with youth who are considered "at-risk" and/or "low-asset".

SD#38 has developed a "Continuum of Learning Services" approach to working with youth (**Attachment 2**), which incorporates long-term specialized support, short-term targeted support and a universal design for learning. The continuum of learning services is based on a school-wide systemic approach, and identifies which areas on the continuum would provide the most effective support for each individual student.

Wellness Strategy

The Richmond Community Wellness Strategy (CWS), endorsed by Council in February 2010, is one of four inter-related strategies intended to address a Council-endorsed initiative: the Richmond Community of Excellence for Sport and Wellness.¹

¹ The other components are the Richmond Sport for Life Strategy (2010-2015), the Olympic and Paralympic Involvement and Legacy, and the Richmond Sport Hosting Strategy.

The CWS is an integrated holistic, collaborative wellness strategy for Richmond; one which builds on the City's strengths, and identifies and addresses the gaps. The Strategy was a collaborative effort, jointly created by the City, Vancouver Coastal Health (VCH), and SD#38. It falls under the jurisdiction of all agencies and groups; all have endorsed the strategy and no one agency is solely responsible for its success.

The desired outcomes of the CWS are for residents of Richmond to have:

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

Analysis

In August and September 2011, staff conducted key informant interviews with a number of individuals, representing a diverse range of organizations (e.g., VCH, RCMP, SD#38, City/Community Association Recreation Services). Characteristics shared by the interviewees were that they all:

- worked closely with secondary schools in the District; and
- were involved in delivery of community based programs and services for youth in Richmond.
- were committed to working towards the desired outcomes of the CWS and promoting population wellness within Richmond.

In order to respond to the intent of the Council/School Board Liaison Committee referral, staff used a Community Wellness lens to create the interview questions and frame the analysis.

Before proceeding with the interviews, staff provided an overview of the CWS. Staff also stressed that the intent was not to question the appropriateness of the School District's decisions (i.e. in order to balance the budgets, difficult choices often have to be made). Rather, the intent was to gain a better understanding of the impact of the resulting changes, from the perspective of the CWS, from key people in the field. Comments gathered from the interviews are presented in **Attachment 3**. As with the SD#38 review, it is difficult to draw firm conclusions from the analysis; but themes that emerged through the interviews encompass the following:

- it is clear that when the YSWs were working within each school, the youth reaped the benefits of having additional support in place to address issues promptly.
- for some Richmond adolescents, wellness and well-being, physical activity and physical fitness, and sense of connectedness to the community were impacted by the cuts; particularly for those youth with a significant connection to the YSW in their school.
- students working with the YSW had to come to terms with that relationship ending, perhaps before they were able to access the support they were looking for.
- youths who did not have a connection to the YSW were not directly impacted by the budget cuts.

Next Steps:

- City of Richmond Youth Services will meet with the Adolescent Youth Support team
- Youth Services and District Administration will meet throughout the year for updates on trends and issues impacting Richmond adolescents
- The City will continue to promote the Roving Leader and 40 Developmental Assets model to the District
- The Youth Services Team will continue to foster relationship building with their local school(s), (e.g. advertising Community Centre arts and recreation program opportunities, interacting with the students during lunch time, connecting with SD#38 staff and administrators).

Financial Impact

There is no financial impact.

Conclusion

It is generally understood that youth may experience impacts when a service reduction results in their immediate needs going unmet. That said, the conclusions from this report are mixed. People who were interviewed stated that youth who had a positive connection with the YSW in their particular school were impacted by the loss of the YSW position. For youth who did not work with the YSW, there was no measurable impact. For youth requiring support previously received from the YSW, the counsellors and other staff have stepped up to try to fill that gap in service.

After implementing the YSW cuts, the School District established two Adolescent Mental Health Worker positions to work with youth with identified mental health needs. Since the loss of the YSW in the schools, SD#38 has created an Adolescent Support Team to serve vulnerable youth and youth with mental health issues, which is made up of a Mental Health Consultant, two Mental Health Outreach Workers, two Community Outreach Teachers and two Youth Connection Workers. It is too early to tell the ultimate effectiveness of the new service delivery model; however, City staff are committed to work collaboratively with our SD#38 counterparts to provide positive programs, services and support for youth in Richmond.

It is recommended that a copy of this report be sent to the Council/School Board Liaison Committee for information.



Kate Rudelier
Youth Services Coordinator
(604-276-4110)



Board of Education
School District #38 (Richmond)

Report to the Board of Education (Richmond) *Public*

DATE: May 2, 2011

FROM: Kathleen Champion, Director of Instruction, Learning Services

SUBJECT: Youth Support Workers/Adolescent Mental Health Outreach Workers

This report is presented to the Board of Education (Richmond) for information.

BACKGROUND

In the budget development process in the spring of 2010, the 10 Youth Support Workers positions, one in each of the secondary schools, were eliminated as one of the measures to achieve a balanced budget. A new service model using two newly created District Adolescent Mental Health Outreach Workers was established to address the mental health needs of secondary students and make better connection with community services on behalf of these students.

Secondary principals, vice principals, counselor and learning resource teachers were asked to provide feedback about the impact of the loss of the Youth Support Worker positions. In addition, a survey was administered to these same groups to obtain feedback regarding the service provided by the new Adolescent Mental Health Outreach Workers

The data on the impact of losing the Youth Support Worker positions has been inconclusive with half the schools noting a significant impact and half not noticing any change. The information gained from the survey was also inconclusive and indicated that there has been insufficient time to properly evaluate the new roles.

ACTION PLAN

Because the data on the impact on the loss of the Youth Support Workers is inconclusive, and also because there has been insufficient time to properly evaluate the effectiveness of the new role, the current Adolescent Mental Health Outreach Worker positions will be continued and the current District services for secondary students at risk will be integrated. Specifically, the District's Mental Health Consultant, the two Community Outreach Teachers and the two Adolescent Mental Health Outreach Workers will work together to develop and implement a comprehensive approach to supporting vulnerable students that would address all three tiers of intervention as identified on the Continuum of Learning Services (see attached). It should be noted that in educational research, validated practice fully supports the notion of a tiered approach to support/intervention. Further, it is hoped

that Youth Connections Workers (1.5) will be approved in the budget process. These individuals would then be a part of the new integrated team.

While the support of all of the service roles above are highly effective, they can be significantly strengthened and enhanced by working together in more intentional ways to support secondary school students and the staff/teams that support them. The integration of services will also provide opportunities to reframe and expand the service over time and monitor results and effectiveness as we do so.

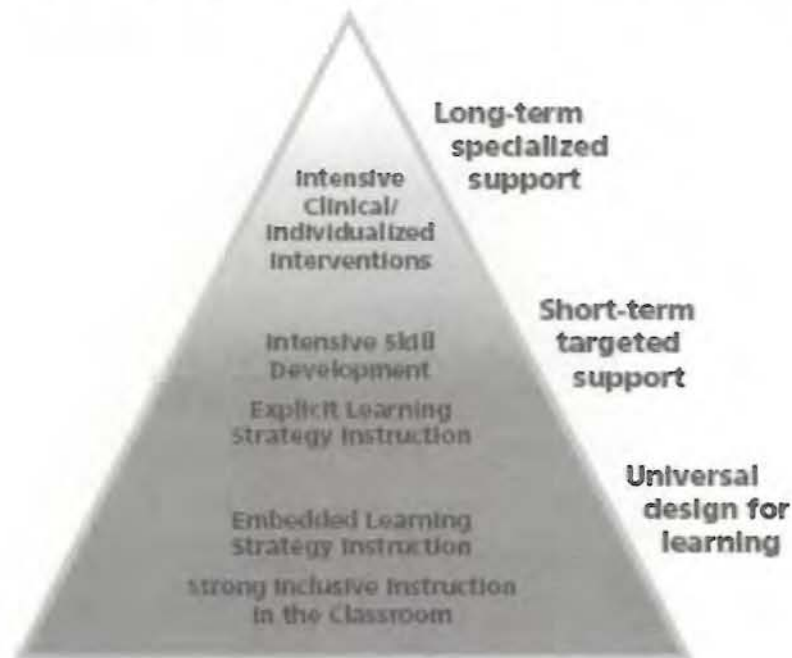
Respectfully submitted,

Kathleen Champion

Kathleen Champion
Director of Instruction, Learning Services

RICHMOND SCHOOL DISTRICT

A Continuum of Learning Services



A continuum of learning services is based on a school-wide systemic approach. It begins with the principles of universal design in which curriculum and instruction are organized at the outset for all students.

In addition to strong inclusive instruction in the classroom, some students will need short-term targeted intervention. A few students with severe disabilities may require long-term, specialized, individualized/clinical support and some who are gifted may require accelerations or extensions.



SCHOOL DISTRICT NO. 38 (RICHMOND)

Summary of Key Informant Interview Comments

Increased permanent commitment to wellness and well-being

- Teachers, administrators, and other staff in the schools still have a strong commitment to the wellness and well being of youth, but have had to re-adapt their roles given the absence of the YSW.
- Professionals within the School District have had to restructure their time and evaluate their roles within their school, particularly in terms of extra-curricular activities and being readily available to assist and support youth.
- Several key informants identified the “low-asset youth” as a group who generally require extra support in their school lives. These youth don’t fall under the jurisdiction of the Adolescent Mental Health Workers, and they aren’t necessarily connecting to their peers or their school.
- Once youth have got to a certain place (behaviourally, criminal activity, etc), recreation programs may not be appropriate for them, and they may not necessarily have mental health issues - the YSW was potentially who they would go to for support.
- Without the YSWs in the schools, counsellors have stepped in to support and refer youth to appropriate services.
- There has been a decrease in the amount of “girls” and “boys” groups meeting during lunch hours, which were primarily facilitated by the YSW. These groups were created to provide an open, supportive, non-judgmental environment for youth to connect with peers and discuss issues, trends, and difficulties in their lives.

Increased physical activity and physical fitness

- Some key informants noticed an impact in this area, with others noticing no change. Some Drop-in sports that the YSWs supervised during lunch hour have been affected.
- For some youth, a typical physical education class is an uncomfortable, difficult environment. With the option to obtain sports credit in a less traditional way, by doing physical activity with the YSW, youth remain physically active while still having their individual needs addressed; has anyone taken on the role of supervising these students? Is this still an option?
- The connection between the schools and the community centre in their area continues to be an excellent resource for youth physical activity and physical fitness, particularly for schools that do not have their own fitness facility.
- Currently, some of the (community centre-based) Youth Development Coordinators (YDCs) are coordinating and supervising physical activities for youth during school hours.

Increased sense of connectedness to the community

- For many community organizations, the YSW was the main contact at the schools.

- Some YSWs helped facilitate programs with community organizations outside of regular school hours.
- YDCs had more access to students with the YSW-YDC connection. They were invited into Grade 8 P.E. classes and were occasionally a guest at school staff meetings. The students would get to know the YDCs, and about the community centres connected to (or nearby) their schools.
- YDCs and community centres should be utilized and work together with the schools to put programs and services together, and try to fill any identified gaps.



City of Richmond

Report to Committee

To: Parks, Recreation and Cultural Services
Committee

From: Mike Redpath
Senior Manager, Parks

Re: Richmond Athletic Commission Update

Date: January 12, 2012

File: 01-0100-20-RATH1-
01/2009-Vol 01

Staff Recommendation

That the report "Richmond Athletic Commission Update" from the Senior Manager, Parks be received for information.

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

Att. 1

FOR ORIGINATING DEPARTMENT USE ONLY					
ROUTED TO:		CONCURRENCE		CONCURRENCE OF GENERAL MANAGER	
Finance		Y <input checked="" type="checkbox"/> N <input type="checkbox"/>			
REVIEWED BY TAG		YES	NO	REVIEWED BY CAO	
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	YES	NO
				<input checked="" type="checkbox"/>	<input type="checkbox"/>

Staff Report

Origin

In September 2009, Council approved an amendment to the Richmond Athletic Commission (RAC) Bylaw, enabling a financial engagement review to be prepared. The purpose of this report is to present Council with the completed 2008, 2009 and 2010 RAC Financial Engagement Review.

Analysis

2010 Financial Engagement Review

The RAC Bylaw section 1.6.2.1 below details the following:

"1.6.2 Record Keeping

- 1.6.2.1 The Commission must keep accurate records of all monies received and expended by it, which accounts and records shall be open for the inspection by the City.*
- 1.6.2.2 The Commission shall submit to Council the following documents on or before August 1st of each year when annual Commission financial transactions are less than \$250,000:*
 - (a) a copy of the annual financial statement for the preceding year accompanied by the accountant's review engagement financial report; and*
 - (b) a report of the preceding year's activities."*

Attachment 1 includes the Financial Statements of the Richmond Athletic Commission and the Review Engagement Report issued by Blue Fish Chartered Accountants for years 2008 to 2010. After reviewing the financial statements, the accountants are satisfied that the financial statements have been prepared in accordance with generally accepted accounting principles. The RAC currently holds its funds in accounts at Coast Capital Savings in Richmond. As the majority of the funds are simply held in trust on a per event basis, monies collected are disbursed requiring the signatures of two RAC Directors shortly after collection from event promoters. Revenues after disbursements are held in the same account. All other expenses require Commission resolutions and approval.

In October 2006, Richmond Bylaw 8035 establishing an Athletic Commission to regulate professional boxing activities was adopted. Since that time, eight events have been regulated by the Commission. RAC since 2007, has regulated eight professional boxing events: three in 2007, one in 2008, two in 2009, one in 2010, and one in 2011. All events have been held at the River Rock Casino to a nearly sold out crowd. Two of the events were televised on ESPN to millions of viewers each time. Several well-known professional celebrity boxers have attended each event

for speaking engagements including: the late "Smokin" Joe Frazier, "Sugar" Ray Leonard, Thomas "The Hitman" Hearns, "Irish" Mickey Ward (The Fighter), George Chuvalo and others. After regulating eight events, RAC has gained valuable experience and best practise advice from counterparts in Canada and the USA with respect to the effectiveness of Commissions.

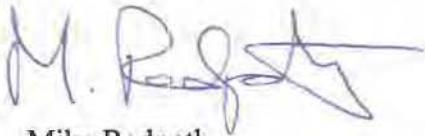
At the completion of each event, and after expenses, the Commission generates a small surplus from licensing and event fees. This surplus has been previously approved by Council as the funding source for disbursement as the Richmond Athletic Commission scholarship fund for Richmond youth. The Commission is in the process of establishing an endowment fund for the annual scholarship with the Richmond Community Foundation.

Financial Impact

There are no financial implications associated with this information report.

Conclusion

This report satisfies the Richmond Athletic Commission's requirement for providing an annual financial update on it's 2010 activities. The Commission would like to thank Council for it's continued support.



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

MER:mer

RICHMOND ATHLETIC COMMISSION
Financial Statements
December 31, 2010
(Unaudited)

REVIEW ENGAGEMENT REPORT

To the Directors of Richmond Athletic Commission

We have reviewed the statement of financial position of Richmond Athletic Commission as at December 31, 2010 and the statements of revenue and expenditures and net assets and the statement of cash flows for the period then ended. Our review was made in accordance with Canadian generally accepted standards for review engagements and accordingly consisted primarily of enquiry, analytical procedures and discussion related to information supplied to us by the Commission.

A review does not constitute an audit and consequently we do not express an audit opinion on these financial statements.

Based on our review, nothing has come to our attention that causes us to believe that these financial statements are not, in all material respects, in accordance with Canadian generally accepted accounting principles.

Blue Fish Group

Chartered Accountants

Burnaby, B.C.
October 18, 2011

RICHMOND ATHLETIC COMMISSION

Statement of Financial Position

December 31, 2010

(Unaudited)

	2010	2009
ASSETS		
CURRENT		
Cash	\$ 14,482	\$ 13,683
LIABILITIES AND NET ASSETS		
CURRENT		
Net refundable security deposits received from Promoters <i>(Note 2)</i>	\$ -	\$ 1,500
NET ASSETS		
Unrestricted net assets	14,482	12,183
	\$ 14,482	\$ 13,683

ON BEHALF OF THE COMMISSION

_____ *Chair*

_____ *Treasurer*

See accompanying notes to financial statements



RICHMOND ATHLETIC COMMISSION
Statement of Revenue and Expenditures and Net Assets
Period Ended December 31, 2010
(Unaudited)

	2010	2009
REVENUE		
Event fees	\$ 1,500	\$ 3,000
License fees	1,080	1,135
Promoter's event charge	150	300
	<u>2,730</u>	<u>4,435</u>
EXPENDITURES		
Bank charges	41	46
Memberships	350	350
	<u>391</u>	<u>396</u>
INCOME FROM OPERATIONS	<u>2,339</u>	<u>4,039</u>
OTHER INCOME (EXPENSES)		
Foreign exchange gain (loss)	(41)	(232)
Interest income	1	1
	<u>(40)</u>	<u>(231)</u>
EXCESS OF REVENUE OVER EXPENDITURES	<u>2,299</u>	<u>3,808</u>
NET ASSETS - Beginning of period	<u>12,183</u>	<u>8,375</u>
NET ASSETS - End of period	<u>\$ 14,482</u>	<u>\$ 12,183</u>

See accompanying notes to financial statements

RICHMOND ATHLETIC COMMISSION

Statement of Cash Flows

Period Ended December 31, 2010

(Unaudited)

	2010	2009
OPERATING ACTIVITIES		
Excess of revenue over expenditures	\$ 2,299	\$ 3,808
Changes in non-cash working capital:		
Net refundable security deposits received from Promoters	<u>(1,500)</u>	<u>1,500</u>
Cash flow from operating activities	<u>799</u>	<u>5,308</u>
INCREASE IN CASH FLOW	799	5,308
CASH - Beginning of period	<u>13,683</u>	<u>8,375</u>
CASH - End of period	<u>\$ 14,482</u>	<u>\$ 13,683</u>
CASH CONSISTS OF:		
Cash	<u>\$ 14,482</u>	<u>\$ 13,683</u>

See accompanying notes to financial statements



RICHMOND ATHLETIC COMMISSION

Notes to Financial Statements

Period Ended December 31, 2010

(Unaudited)

1. PURPOSE AND STATUS OF THE COMMISSION

On July 11, 2007, the City of Richmond established the Richmond Athletic Commission by way of the Athletic Commission Bylaw 8035. The Commission's purpose is to regulate, control, supervise or prohibit regulated sporting events such as professional boxing contests within the City of Richmond. The Commission is a not-for-profit organization, and is a tax-exempt entity, under Section 149 of the Income Tax Act.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Revenue recognition

License fees, event fees and broadcast fees are recognized as revenue upon the completion of the related event.

Financial instruments

The Commission has adopted CICA Handbook Section 3855, Financial Instruments. This standard requires all financial instruments within its scope to be included on the organization's statement of financial position and measured either at fair value or, in certain circumstances when fair value may not be considered most relevant, at cost or amortized cost. Changes in fair value, if any, are to be recognized in the statements of revenue and expenditures and net assets.

All financial instruments are classified into one of the following five categories: held for trading, held to maturity, loans and receivables, available-for-sale financial assets, or other financial liabilities. Initial and subsequent measurement and recognition of changes in the value of financial instruments depends on their initial classification.

The Commission's financial instruments consist of cash and net refundable security deposits received from Promoters. It is management's opinion that the Commission is not exposed to significant interest, currency or credit risks arising from these financial instruments.

In accordance with this new standard, the Commission has classified its financial instruments as follows:

- Cash and cash equivalents are classified as held for trading.
- Net refundable security deposits received from Promoters are classified as other financial liabilities.

Measurement uncertainty

The financial statements have been prepared in accordance with Canadian generally accepted accounting principles. The precise value of many assets and liabilities is dependent on future events. As a result, the preparation of financial statements for a period involves the use of approximations which have been made using careful judgement. Actual results could differ from those approximations.

(continues)

RICHMOND ATHLETIC COMMISSION

Notes to Financial Statements

Period Ended December 31, 2010

(Unaudited)

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Net refundable security deposits received from Promoters

The Commission receives, in trust, refundable security deposits from Promoters of boxing events. These deposits serve to secure the Promoters' obligations in relation to the respective event. These deposits are disbursed by the Commission, on behalf of the Promoters, to various parties such as the athletes, referees, judges, timekeepers, medical personnel, ambulances and other event expenditures. The refundable security deposits received by the Commission are not considered revenue to the Commission. Similarly, the disbursements of funds on behalf of the Promoters are not considered expenditures of the Commission. The net refundable security deposits received from Promoters represents the net excess of funds received over disbursements as at the year-end.

3. DONATED SERVICES

The Commission receives voluntary services in conducting some of its activities. Donated services of a non-remunerative nature are not recognized in these financial statements.

4. ECONOMIC DEPENDENCE

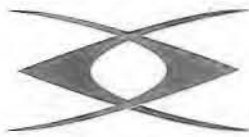
The Commission is economically dependent on license fee income and event fee income from regulated sporting events. These events may or may not take place in the City of Richmond in a given fiscal year.

RICHMOND ATHLETIC COMMISSION

Financial Statements

December 31, 2009

(Unaudited)



BLUE FISH GROUP
CHARTERED ACCOUNTANTS

REVIEW ENGAGEMENT REPORT

To the Directors of Richmond Athletic Commission

We have reviewed the statement of financial position of Richmond Athletic Commission as at December 31, 2009 and the statements of revenue and expenditures and net assets and the statement of cash flows for the period then ended. Our review was made in accordance with Canadian generally accepted standards for review engagements and accordingly consisted primarily of enquiry, analytical procedures and discussion related to information supplied to us by the Commission.

A review does not constitute an audit and consequently we do not express an audit opinion on these financial statements.

Based on our review, nothing has come to our attention that causes us to believe that these financial statements are not, in all material respects, in accordance with Canadian generally accepted accounting principles.

Blue Fish Group

Chartered Accountants

Burnaby, B.C.
July 22, 2010

RICHMOND ATHLETIC COMMISSION

Statement of Financial Position

December 31, 2009

(Unaudited)

	2009	2008
ASSETS		
CURRENT		
Cash	\$ 13,683	\$ 8,375
LIABILITIES AND NET ASSETS		
CURRENT		
Net refundable security deposits received from Promoters (Note 2)	\$ 1,500	\$ -
NET ASSETS		
Unrestricted net assets	12,183	8,375
	\$ 13,683	\$ 8,375

ON BEHALF OF THE COMMISSION

_____ *Chair*

_____ *Treasurer*

See accompanying notes to financial statements



RICHMOND ATHLETIC COMMISSION
Statement of Revenue and Expenditures and Net Assets
Period Ended December 31, 2009
(Unaudited)

	2009	2008
REVENUE		
Event fees	\$ 3,000	\$ 1,800
License fees	1,135	610
Broadcast fees	-	900
Promoter's event charge	300	-
	<u>4,435</u>	<u>3,310</u>
EXPENDITURES		
Advertising and promotion	-	247
Bank charges	46	48
Conference	-	1,500
Memberships	350	-
Office and miscellaneous	-	20
	<u>396</u>	<u>1,815</u>
INCOME FROM OPERATIONS	<u>4,039</u>	<u>1,495</u>
OTHER INCOME (EXPENSES)		
Foreign exchange gain (loss)	(232)	295
Interest income	1	5
	<u>(231)</u>	<u>300</u>
EXCESS OF REVENUE OVER EXPENDITURES	<u>3,808</u>	<u>1,795</u>
NET ASSETS - Beginning of period	<u>8,375</u>	<u>6,580</u>
NET ASSETS - End of period	<u>\$ 12,183</u>	<u>\$ 8,375</u>

See accompanying notes to financial statements

RICHMOND ATHLETIC COMMISSION

Statement of Cash Flows

Period Ended December 31, 2009

(Unaudited)

	2009	2008
OPERATING ACTIVITIES		
Excess of revenue over expenditures	\$ 3,808	\$ 1,795
Changes in non-cash working capital:		
Net refundable security deposits received from Promoters	1,500	(27,789)
Cash flow from (used by) operating activities	5,308	(25,994)
INCREASE (DECREASE) IN CASH FLOW	5,308	(25,994)
CASH - Beginning of period	8,375	34,369
CASH - End of period	\$ 13,683	\$ 8,375
CASH CONSISTS OF:		
Cash	\$ 13,683	\$ 8,375

See accompanying notes to financial statements

RICHMOND ATHLETIC COMMISSION

Notes to Financial Statements

Period Ended December 31, 2009

(Unaudited)

1. PURPOSE AND STATUS OF THE COMMISSION

On July 11, 2007, the City of Richmond established the Richmond Athletic Commission by way of the Athletic Commission Bylaw 8035. The Commission's purpose is to regulate, control, supervise or prohibit regulated sporting events such as professional boxing contests within the City of Richmond. The Commission is a not-for-profit organization, and is a tax-exempt entity, under Section 149 of the Income Tax Act.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Revenue recognition

License fees, event fees and broadcast fees are recognized as revenue upon the completion of the related event.

Financial instruments

The Commission has adopted CICA Handbook Section 3855, Financial Instruments. This standard requires all financial instruments within its scope to be included on the organization's statement of financial position and measured either at fair value or, in certain circumstances when fair value may not be considered most relevant, at cost or amortized cost. Changes in fair value, if any, are to be recognized in the statements of revenue and expenditures and net assets.

All financial instruments are classified into one of the following five categories: held for trading, held to maturity, loans and receivables, available-for-sale financial assets, or other financial liabilities. Initial and subsequent measurement and recognition of changes in the value of financial instruments depends on their initial classification.

The Commission's financial instruments consist of cash and net refundable security deposits received from Promoters. It is management's opinion that the Commission is not exposed to significant interest, currency or credit risks arising from these financial instruments.

In accordance with this new standard, the Commission has classified its financial instruments as follows:

- Cash and cash equivalents are classified as held for trading.
- Net refundable security deposits received from Promoters are classified as other financial liabilities.

Measurement uncertainty

The financial statements have been prepared in accordance with Canadian generally accepted accounting principles. The precise value of many assets and liabilities is dependent on future events. As a result, the preparation of financial statements for a period involves the use of approximations which have been made using careful judgement. Actual results could differ from those approximations.

(continues)

RICHMOND ATHLETIC COMMISSION

Notes to Financial Statements

Period Ended December 31, 2009

(Unaudited)

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Net refundable security deposits received from Promoters

The Commission receives, in trust, refundable security deposits from Promoters of boxing events. These deposits serve to secure the Promoters' obligations in relation to the respective event. These deposits are disbursed by the Commission, on behalf of the Promoters, to various parties such as the athletes, referees, judges, timekeepers, medical personnel, ambulances and other event expenditures. The refundable security deposits received by the Commission are not considered revenue to the Commission. Similarly, the disbursements of funds on behalf of the Promoters are not considered expenditures of the Commission. The net refundable security deposits received from Promoters represents the net excess of funds received over disbursements as at the year-end.

3. DONATED SERVICES

The Commission receives voluntary services in conducting some of its activities. Donated services of a non-remunerative nature are not recognized in these financial statements.

4. ECONOMIC DEPENDENCE

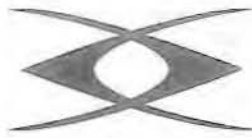
The Commission is economically dependent on license fee income and event fee income from regulated sporting events. These events may or may not take place in the City of Richmond in a given fiscal year.

RICHMOND ATHLETIC COMMISSION

Financial Statements

December 31, 2008

(Unaudited)



BLUE FISH GROUP
CHARTERED ACCOUNTANTS

REVIEW ENGAGEMENT REPORT

To the Directors of Richmond Athletic Commission

We have reviewed the statement of financial position of Richmond Athletic Commission as at December 31, 2008 and the statements of revenue and expenditures and net assets and the statement of cash flows for the period then ended. Our review was made in accordance with Canadian generally accepted standards for review engagements and accordingly consisted primarily of enquiry, analytical procedures and discussion related to information supplied to us by the Commission.

A review does not constitute an audit and consequently we do not express an audit opinion on these financial statements.

Based on our review, nothing has come to our attention that causes us to believe that these financial statements are not, in all material respects, in accordance with Canadian generally accepted accounting principles.

Blue Fish Group

Chartered Accountants

Burnaby, B.C.
October 22, 2009

RICHMOND ATHLETIC COMMISSION

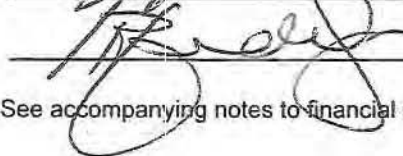
Statement of Financial Position

December 31, 2008

(Unaudited)

	2008	2007
ASSETS		
CURRENT		
Cash	\$ 8,375	\$ 34,369
LIABILITIES AND NET ASSETS		
CURRENT		
Net refundable security deposits received from Promoters (Note 2)	\$ -	\$ 27,789
NET ASSETS		
Unrestricted net assets	8,375	6,580
	<u>\$ 8,375</u>	<u>\$ 34,369</u>

ON BEHALF OF THE BOARD

 President
 Treasurer

Treasurer

Treasurer (Asst)

See accompanying notes to financial statements



RICHMOND ATHLETIC COMMISSION
Statement of Revenue and Expenditures and Net Assets
Period Ended December 31, 2008
(Unaudited)

	2008	2007
REVENUE		
Event fees	\$ 1,800	\$ 4,650
License fees	610	1,170
Broadcast fees	900	900
Other income	-	52
Interest income	5	-
Foreign exchange gain	295	-
	<u>3,610</u>	<u>6,772</u>
EXPENDITURES		
Advertising and promotion	247	-
Bank charges	48	24
Conference	1,500	-
Office and miscellaneous	20	168
	<u>1,815</u>	<u>192</u>
EXCESS OF REVENUE OVER EXPENDITURES	<u>1,795</u>	<u>6,580</u>
NET ASSETS - Beginning of period	<u>6,580</u>	<u>-</u>
NET ASSETS - End of period	<u>\$ 8,375</u>	<u>\$ 6,580</u>

See accompanying notes to financial statements

RICHMOND ATHLETIC COMMISSION

Statement of Cash Flows

Period Ended December 31, 2008

(Unaudited)

	2008	2007
OPERATING ACTIVITIES		
Excess of revenue over expenditures	\$ 1,795	\$ 6,580
Changes in non-cash working capital:		
Net refundable security deposits received from Promoters	(27,789)	27,789
Cash flow from (used by) operating activities	(25,994)	34,369
INCREASE (DECREASE) IN CASH FLOW	(25,994)	34,369
CASH - Beginning of period	34,369	-
CASH - End of period	\$ 8,375	\$ 34,369
CASH CONSISTS OF:		
Cash	\$ 8,375	\$ 34,369

See accompanying notes to financial statements



RICHMOND ATHLETIC COMMISSION

Notes to Financial Statements

Period Ended December 31, 2008

(Unaudited)

1. PURPOSE AND STATUS OF THE COMMISSION

On July 11, 2007, the City of Richmond established the Richmond Athletic Commission by way of the Athletic Commission Bylaw 8035. The Commission's purpose is to regulate, control, supervise or prohibit regulated sporting events such as professional boxing contests within the City of Richmond. The Commission is a not-for-profit organization, and is a tax-exempt entity, under Section 149 of the Income Tax Act.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Revenue recognition

License fees, event fees and broadcast fees are recognized as revenue upon the completion of the related event.

Financial instruments

The Commission has adopted CICA Handbook Section 3855, Financial Instruments. This standard requires all financial instruments within its scope to be included on the organization's statement of financial position and measured either at fair value or, in certain circumstances when fair value may not be considered most relevant, at cost or amortized cost. Changes in fair value, if any, are to be recognized in the statements of revenue and expenditures and net assets.

All financial instruments are classified into one of the following five categories: held for trading, held to maturity, loans and receivables, available-for-sale financial assets, or other financial liabilities. Initial and subsequent measurement and recognition of changes in the value of financial instruments depends on their initial classification.

The Commission's financial instruments consist of cash and net refundable security deposits received from Promoters. It is management's opinion that the Commission is not exposed to significant interest, currency or credit risks arising from these financial instruments.

In accordance with this new standard, the Commission has classified its financial instruments as follows:

- Cash and cash equivalents are classified as held for trading.
- Net refundable security deposits received from Promoters are classified as other financial liabilities.

Measurement uncertainty

The financial statements have been prepared in accordance with Canadian generally accepted accounting principles. The precise value of many assets and liabilities is dependent on future events. As a result, the preparation of financial statements for a period involves the use of approximations which have been made using careful judgement. Actual results could differ from those approximations.

(continues)

RICHMOND ATHLETIC COMMISSION

Notes to Financial Statements

Period Ended December 31, 2008

(Unaudited)

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Net refundable security deposits received from Promoters

The Commission receives, in trust, refundable security deposits from Promoters of boxing events. These deposits serve to secure the Promoters' obligations in relation to the respective event. These deposits are disbursed by the Commission, on behalf of the Promoters, to various parties such as the athletes, referees, judges, timekeepers, medical personnel, ambulances and other event expenditures. The refundable security deposits received by the Commission are not considered revenue to the Commission. Similarly, the disbursements of funds on behalf of the Promoters are not considered expenditures of the Commission. The net refundable security deposits received from Promoters represents the net excess of funds received over disbursements as at the year-end.

3. DONATED SERVICES

The Commission receives voluntary services in conducting some of its activities. Donated services of a non-remunerative nature are not recognized in these financial statements.

4. COMPARATIVE FIGURES

The prior year's figures were audited, with no reservation provided on the auditor's report, dated October 24, 2008.

5. ECONOMIC DEPENDENCE

The Commission is economically dependent on license fee income and event fee income from regulated sporting events. These events may or may not take place in the City of Richmond in a given fiscal year.

**Richmond Athletic Commission
Unaudited Statement of Financial Position
For the Year Ended December 31, 2010**

	2010	2009
ASSETS		
Total Cash	14,482	13,683
LIABILITY		
Current Liabilities		
Net refundable security deposits received from Promoters	-	1,500
NET ASSETS		
Total Net Assets	<u>14,482</u>	<u>12,183</u>
	<u>14,482</u>	<u>13,683</u>

**Richmond Athletic Commission
Unaudited Statement of Revenue and Expenditures and Net Assets
For the Year Ended December 31, 2010**

	2010	2009
REVENUE		
Event Fee	1,500	3,000
License Fee	1,080	1,135
Promoters Fee	<u>150</u>	<u>300</u>
TOTAL REVENUE	<u>2,730</u>	<u>4,435</u>
EXPENSE		
Membership Expense	350	350
Interest & Bank Charges	<u>40</u>	<u>46</u>
TOTAL EXPENSE	<u>390</u>	<u>396</u>
Income From Operations	<u>2,340</u>	<u>4,040</u>
Other Income (Expenses)		
Foreign Exchange Gain/(Loss)	(41)	(232)
Interest Revenue	<u>1</u>	<u>1</u>
	<u>(41)</u>	<u>(232)</u>
EXCESS OF REVENUE OVER EXPENDITURES	<u>2,299</u>	<u>3,808</u>
NET ASSETS - Beginning of Period	<u>12,183</u>	<u>8,375</u>
NET ASSETS - End of Period	<u>14,482</u>	<u>12,183</u>

Richmond Athletic Commission
Unaudited Statement of Cash Flows
For the Year Ended December 31, 2010

	2010	2009
Cash Flows from (used in) Operating Activities		
Excess of revenue over expenditures	2,299	3,808
Changes in non-cash working capital		
Net refundable security deposits received from Promoters	<u>(1,500)</u>	<u>1,500</u>
Cash flow from (used by) operating activities	<u>799</u>	<u>5,308</u>
Increase in Cash and Cash Equivalents	<u>799</u>	<u>5,308</u>
Cash and Cash Equivalents at Beginning of Period	<u>13,683</u>	<u>8,375</u>
Cash and Cash Equivalents at End of Period	<u><u>14,482</u></u>	<u><u>13,683</u></u>



City of Richmond

Report to Committee

To: Parks, Recreation and Cultural Services Committee

Date: January 3rd 2012

From: Mike Redpath
Senior Manager, Parks

File: 08-4040-08-01/2011-
Vol 01

Re: Incubator Farming

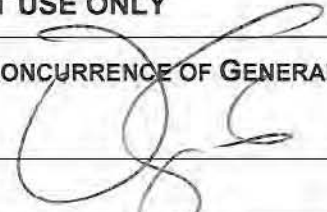
Staff Recommendation

That:

1. The license of approximately 4.5 acres of land at 13871 No. 3 Road and 13891 No. 3 Road to the Richmond Food Security Society for the purposes of incubator farming at a rental rate of \$250 per acre per year for a three-year term be approved as identified in the attached report, Incubator Farming, from the Senior Manager, Parks.
2. Staff be authorized to take all necessary steps to complete all matters detailed herein including authorizing the Chief Administrative Officer and the General Manager, Parks and Recreation to negotiate and execute all documentation required to effect the transaction.
3. Staff continue to work with Kwantlen Polytechnic University to identify and secure the use of both public and private lands for the purposes of Incubator Farming in relation to its Farm School program.
4. That \$12,000 be allocated from the Council Contingency Fund to the Richmond Food Security Society (RFSS) should its application to the Real Estate Foundation of BC for a grant of \$35,000 to support the RFSS's Richmond Foodlands Strategic Plan be successful.


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

Att. 4

FOR ORIGINATING DEPARTMENT USE ONLY					
ROUTED TO:		CONCURRENCE	CONCURRENCE OF GENERAL MANAGER		
Real Estate Services		Y <input checked="" type="checkbox"/> N <input type="checkbox"/>			
Law		Y <input checked="" type="checkbox"/> N <input type="checkbox"/>			
Risk Management		Y <input checked="" type="checkbox"/> N <input type="checkbox"/>			
Water Services		Y <input checked="" type="checkbox"/> N <input type="checkbox"/>			
REVIEWED BY TAG	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	REVIEWED BY CAO	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

Staff Report

Origin

On January 7th 2010, the City received a letter (attachment 1) from a group called the South Dyke Farmer's Collective. This letter included a request for use of land at the south end of Gilbert Road for the purposes of collective, organic, 'incubator farming' - short-term, small plot farming. While the South Dyke Farmer's Collective no longer exists, the Richmond Food Security Society (RFSS) took on its request.

Kwantlen Polytechnic University, through its Farm School program, has also requested land for incubator farming for its program graduates (attachment 2).

The purpose of this report is to advise Council of the two current requests for city-owned farmland and seek Council's approval for formalizing, through an agreement, the use of approximately 4.5 acres of land at 13871 No. 3 Road (which includes a portion of 13891 No. 3 Road) to partially satisfy these requests without limiting future opportunities for the entire site.

This report responds to Council's term goal of demonstrating leadership in and significant advancement of the City's agenda for sustainability.

Analysis

13871 No. 3 Road and 13891 No. 3 Road

On August 8, 1988, Council approved the acquisition of 56 acres of agricultural land located at 13871 No. 3 Road and 13891 No. 3 Road (map: attachment 3) for \$1.1M. The parcel is in the Agricultural Land Reserve (ALR) and was acquired utilizing the parkland acquisition development cost charge open space reserve fund and capital reserve. The original rationale for purchasing the property was to preserve the existing features of the site, promote the agricultural heritage of the area and to add to the continuum of recreational uses along the South Arm of the Fraser. The site's uses are limited by the parcel's ALR designation.

Since 1988, local farmers have actively farmed approximately 27 acres of the site and pay the property taxes for the site. Currently, the ditches are being cleared to improve drainage for the overall health of the land. This will also help improve the growing conditions on the site.

Additional uses that have been approved over time include the following:

- Statutory right of way for Metro Vancouver sewage treatment plant (1993 - present)
- City Tree Nursery (1995 - present)
- West Coast Seeds – seed trial (1998 – 2003)
- National Equestrian Events (August 2001, August 2004)
- Tall Ships Event (August 2002)
- South Dyke Community Garden – 39 plots (2003 – present)
- Richmond Fruit Tree Sharing Project Garden & Orchard (2004 – present)
- Twin Oaks Farm – temporary event site on 7 – 10 acres (2004 – present)
- Trees for Tomorrow Grove (2009 – present)

There are approximately 4.5 acres of land within the parcel that are currently not being used for a specific purpose. Since the spring of 2011, the Richmond Food Security Society has undertaken responsibility for farming 2.5 acres of this unallocated space.

The parcel at 13871 No. 3 Rd and 13891 No. 3 Road is one of the largest contiguous City properties in the ALR. As such, many future, potential uses have been identified for use of the site within its ALR designation and other users have come forward. Some of these include the use of the methane waste energy from the MetroVancouver sewage treatment plant.

Incubator Farming

Both the Richmond Food Security Society and Kwantlen Polytechnic University have provided requests for the City to support Incubator Farming. In the case of RFSS, the purpose is to provide farmers in Richmond an opportunity to learn the business of farming in a supportive and economically viable environment – without having to make a large capital investment. In the case of Kwantlen Polytechnic University, the purpose is to offer students in its Farm School program an opportunity to complete their education in an applied manner. While it is challenging to find a textbook definition of the concept, incubator farming programs that exist in North America¹ generally share the following common attributes:

- Land is provided (at no, low or market rent) by municipalities, regional governments or conservation organizations
- Land is leased or licensed to a non-profit umbrella organization
- Small parcels of land are allocated, through a rigorous selection process, by the umbrella organization to new farmers
- Term limits are placed on the individual farmers' tenancy at the site
- Resources such as equipment and tools are shared collectively
- Organic farming is required
- Farm sales, agro-tourism, and food basket-type programs support the farmers financially
- There is a teaching and/or research component on-site

Incubator farming is not meant to significantly impact the sales opportunities for farmers in an existing market. It is meant to promote local farming and provide a learning environment. One key factor identified is selecting participants that show the least potential for negatively impacting existing local agricultural producers.

¹ Haliburton Farm in Saanich, FarmStart in Brampton, ON and the ALBA Farm in Monterey County, CA are examples of existing, successful incubator farm sites.

Richmond Food Security Society

The Richmond Food Security Society is a registered non-profit organization. Its mandate is as follows:

"That all people in the community, at all times, have access to nutritious, safe, personally acceptable and culturally appropriate foods, produced in ways that are environmentally sound and socially just."

The RFSS is funded through programming and grants from a number of organizations including Vancouver Coastal Health. Its programs include an annual World Food Day event, production of the local food guide and management of administration and education for the City of Richmond's Community Gardens program.

Currently operating as a pilot, the RFSS proposal is that seven plots be identified on the 4.5 acres of City land at the South Dyke for incubator farming. The purpose of the proposal is to help new farmers overcome some of the challenges of entering the farming profession such as the capital cost of land, cost of equipment and the lack of opportunities to share learning and information with other farmers.

In the spring of 2011, the RFSS was successful in securing a \$50,000 grant from VanCity to fund this pilot project. The funds were used to purchase a walk-behind tractor, hire a coordinator, and develop an urban farming toolkit. The RFSS, in consultation with City staff, allocated five, approximately ½ acre plots to Richmond-based farmers. These farmers, as expected, had varying degrees of success in farming their plots and experienced challenges with flooding, drainage and irrigation. All participants, however, would like to enter into a longer-term endeavour.

Kwantlen Polytechnic University Farm School

The Richmond Farm School is a product of Kwantlen's Institute for Sustainable Horticulture. In December 2008, Council endorsed the following:

"That the City of Richmond endorse Kwantlen Polytechnic University and the Richmond Food Security Task Force's concept of the Richmond Farm School as an important component for the agricultural sector in the region."

In 2009, staff encouraged Kwantlen to work with the Richmond Fruit Tree Sharing Farm to use the lands already farmed at Terra Nova Rural Park for the purposes of its initial Farm School operations. The Farm School completed its second successful year of operations at Terra Nova in November 2011 and has graduated 16 students over two years. It is now seeking an additional 20 acres of dedicated land to meet the ongoing educational needs of the program in regards to applied learning through incubator farming.

Other Lands

Both current requests for incubator farming land have identified the City-owned property at the South Dyke as a desired location. This location is the most easily identifiable and immediately useful parcel of city-owned land for this purpose. The park master plan for the Fantasy Garden site also includes an urban agriculture component and, when the park is further developed, could be available for incubator farming. In addition, both groups have been encouraged to look for opportunities with private land-owners to meet their needs. As it is particularly clear that Kwantlen's request for 20 acres cannot be met at the South Dyke, staff can continue to work with them to identify both private and/or public lands for additional use.

The RFSS is currently in the process of applying for a grant from the Real Estate Foundation of BC (REFBC) to support a study that will assess Richmond's potential food lands and develop a strategic plan to increase food production in Richmond over the next three years. This study will help identify lands available for incubator and other types of urban agriculture. The RFSS has committed \$15,000 of its own funding to the study and is requesting that the City contribute \$12,000 in cash and \$2,000 in-kind (staff time and meeting rentals) to support its grant application for \$35,000 to the REFBC. The funding is available in the Council Contingency fund.

Agreement

There are approximately 4.5 acres of land that could be incubator-farmed at 13871 No. 3 Road and 13891 No. 3 Road without impacting significantly on current uses of the site. In order to ensure future City needs for the lands are not limited, it is important to restrict the terms of any incubator farming license for use of the site to short-term. It is suggested that the Richmond Food Security Society incubator farming program which is already operating a pilot at this site be licensed to use this land with the proviso that at least three plots at any given time are reserved for students graduating from the Kwantlen Farm School program.

The market rental rate for the approximate 4.5 acres is \$250 per acre per annum, which rate includes property taxes. All other costs of operation are at the cost of the licensee. The term of the agreement is three years.

Access to water at the site for irrigation purposes can be provided by either ditch water and/or metered water. It will be the responsibility of the RFSS to determine an irrigation system most suited to its proposed program. The City will make available physical access to the ditch and/or make arrangements for metered water at the licensee's cost. The approximate cost for installation of the meter is \$340.00 (refundable deposit) and the metered water rate is \$1.1175 per cubic meter.

Additional business terms are included in Attachment 4.

Financial Impact

The City will receive approximately \$1,125 annually for the license of the land. These funds will be deposited to the Rental Properties fund. \$12,000 from the Council Contingency fund can support the RFSS's study on Richmond Foodlands, should its grant application to the Real Estate Foundation of BC be successful.

Conclusion

Incubator farming is an important step in providing new farmers with a supportive, cost-effective environment in which to learn the profession. Licensing approximately 4.5 acres at 13871 No. 3 Road and 13891 No. 3 Road will support this initiative without limiting future opportunities for the City.



Serena Lusk
Manager, Parks Programs
(604-233-3344)

SL:sl

South Dyke Farmers Collective
c/o 8480 Dayton Court
Richmond, BC
V6Y 3H6

January 7, 2010

ATTN: Dave Semple

Re: South Dyke 5 acre parcel

Dear Mr. Semple,

The South Dyke Farmers Collective is a cooperative of growers that would like to access City-owned farmland at the south end of Gilbert Rd, east of the Sharing Farm's Orchard. We are a group that is committed to growing food for the residents of Richmond and can offer over 40 years of organic food growing expertise.

Our members have committed to the following:

1. To grow food organically
2. To purchase equipment cooperatively
3. To mentor future farmers and help them develop their own business plans
4. To enable the Fruit Tree Project to extend its orchard
5. To provide a dividend to members, should a profit be made
6. To educate the public in organic food production practices

We would like to take this opportunity to invite the City of Richmond and the Richmond Fruit Tree Project to become members of the Collective so that we can jointly make decisions on land allocation, irrigation, and support each others' endeavours.

One question that was asked of us was to estimate how much water we might need for the site. Doing a simple calculation of 15 weeks of watering at 0.75 inches per watering, we've estimated that the entire 5 acres could potentially require **5,700 cubic meters per year**. We believe this is far beyond what we will require but we believe it's better to err on the side of caution.

We would appreciate if the following could be answered:

1. With the water calculation in mind, could you give us a rough estimate of what irrigation costs might be like so that we can include them into our business plans?

2. When might be the earliest we could sit down with the City and all the partners and figure out how to divide the parcel?
3. Are there any other issues we need to keep in mind before we proceed?

We are very excited to be able to bring 5 new farms into Richmond and look forward to working with the City and the Richmond Fruit Tree Project to the benefit of all.

Sincerely,

Members of the South Dyke Farmers Collective

Susan Lee Hem, Richmond Urban Farmers

Luc Collette, Richmond Urban Farmers

Arzeena Hamir P.Ag., Richmond Urban Farmers

Zachrey Helmberger, White Rock Natural Farm

Giacomo (Jack) Miro, Purplesun Urban Farming and Edible Landscaping.

Ward Teulon, City Farm Boy Ventures

Craig Heighway, Kitsilano Farms Ltd.

MAILING ADDRESS

12666-72 Ave, Surrey, BC
Canada V3W 2M8October 29th, 2011

To: City of Richmond
c/o Serena Lusk, Parks and Recreation

Kwantlen Polytechnic University's *Richmond Farm School* has been successfully educating new farmers at the Terra Nova Rural Park with the support of the City of Richmond since January 2010. The program has provided students with the essential science and business skills in order to become involved in small-scale, sustainable agricultural projects. As of November 2011, sixteen full-time students will have successfully completed the program and we are preparing for the 2012 year where we expect we will attract an even greater number of students.

Though the central part of our program is the 10 month term, the second phase of the students' education takes place on their own farms. Land availability is a central issue for new farmers, so through the support of Kwantlen, they are able to continue their learning experience with some security. As initially proposed, all students who complete the program are eligible for up to a half acre parcel of incubator farm land. These plots are available for 3-year terms during which the students practice their skills, develop their businesses and receive continuing support from the Farm School through shared tools and mentorship. Students are free to operate these plots as commercial for-profit businesses and expected to follow all rules and regulations governing their enterprises. At the end of the 3-year term, the students give their plot to the next student in line and move to a new location to continue growing their business. Through this program, new farmers will have support during those first few difficult years.

At the outset of this program, we partnered with the City to help provide land and support the growth of new sustainable agriculture in Richmond. At this time, we are asking the City of Richmond to provide the following:

- **20 acres of agricultural land** – to support this program for all future incubator farmers, the Farm School will need a maximum of 20 acres to rotate students through their 3-year terms. The land does not need to be in one parcel, however, fewer parcels would be more financially practical for the Farm School program.
- **Water access** – sites must have water access, whether through wells or City lines.
- **Road access** – sites must be accessible by vehicle in order to allow for agricultural machinery, delivery of amendments and transportation of produce.

Lands will not need to be provided at one time. Ideally, 5 acres a year provide adequate plots for students. The Farm School will lease/licence the land directly from the City and manage the incubator plots to ensure students are adhering to good practices as well as vacating their plots when promised. Students will pay a lease at the appropriate agricultural rate as part of their regular business expenses to the City of Richmond. The Farm School will provide onsite secure

storage for all equipment, however, incubator farmers will erect only temporary structures such as hoop houses and trellises. The school is also developing guidelines for occupancy, including annual reports from students as well as best practices.

We hope that you will continue your support of this program at this critical stage. We anticipate 10-15 students in the 2012 year and many of them will look to 2013 to begin their incubator farming terms. We hope to see them enrich local municipal lands and the agricultural economy with your help.

Thank you,

Anna Rallings
Farm School Coordinator
Kwantlen Polytechnic University

Kent Mullinix
Director of the Institute for Sustainable Horticulture
Kwantlen Polytechnic University

South Dyke, Gilbert Rd. to No. 3 Rd. Scale NTS (2011 Photo)



ATTACHMENT 4**Business Terms for Agreement with Richmond Food Security Society for Incubator Farming at
13871 No. 3 Road and 13891 No. 3 Road**

Term	3 years
Commencement Date:	To be determined, but before April 1, 2012
Licensee	Richmond Food Security Society
Rental Rate	\$250 per acre per annum
Property Taxes	Payable by the City.
Improvements	Temporary improvements such as storage units, greenhouses, garbage and composting bins may be allowed with prior written permission by the City and provided they are appropriately permitted.
Permitted Use	The licensee is permitted to engage in the organic growing of plants and vegetables excluding trees. Herbicides, insecticides, chemical fertilizers, animal poisons and non-organic materials, including treated wood, are not permitted.
Sales	No sales are permitted onsite.
Insurance	\$5 million commercial general liability listing the City of Richmond and its employees as an additional insured.
Water Services	The licensee is responsible for irrigation of the site. The City will provide access to the adjacent ditch and / or make arrangements for metered water at the cost of the Licensee.
Parking	Parking is not permitted in the license area. Commercial sales and event parking must be approved in writing by the City.
Farming Supplies	Farming supplies such as soil, seeds, and farming equipment are to be provided by the licensee at its own cost.
Waste	Waste, recycling and composting is the cost and responsibility of the licensee.
Termination	Either party may, without cause, terminate this agreement on 30 days' notice
Representation	The licensee must not act as the City's representative in any matter and particularly with the media
Partnership	No partnership is implied.
Recognition	The City must be recognized as a supporter in all marketing materials and communications related to the Richmond Food Security Society.
Special Events	Special Events require prior written approval from the City which may be withheld or denied at the City's sole discretion. Six weeks notice is required.
Selection of Farmers	A criteria for selection will be developed and agreed upon by the licensee and the City and will consider the potential negative impact on existing local farmers; at least three farmers must be graduates of Kwantlen Polytechnic University's (KPU) Richmond Farm School program as determined by KPU.
Annual Reporting	An annual report is required including financial statements and a summary of operations.



Planning Committee

Anderson Room, City Hall
6911 No. 3 Road

Tuesday, February 7, 2012
4:00 p.m.

Pg. # ITEM

MINUTES

- PLN-5** *Motion to adopt the minutes of the meeting of the Planning Committee held on Tuesday, January 17, 2012.*



NEXT COMMITTEE MEETING DATE

Tuesday, February 21, 2012, (tentative date) at 4:00 p.m. in the Anderson Room

COMMUNITY SERVICES DEPARTMENT

- PLN-25** 1. **AFFORDABLE HOUSING STRATEGY: 2012 ANNUAL REVIEW OF INCOME THRESHOLDS AND AFFORDABLE RENT RATES**
(File Ref. No. ;No. 3454334)

[TO VIEW eREPORT CLICK HERE](#)

See Page **PLN-25** of the Planning agenda for full hardcopy report

Designated Speaker: Dena Kae Beno

STAFF RECOMMENDATION

That amendments to the Richmond Affordable Housing Strategy dated May 9, 2007, as amended, (the “Richmond Affordable Housing Strategy”) as outlined in Attachment 1 of the report dated January 10, 2012 from the General Manager of Community Services entitled “Affordable Housing Strategy: 2012 Annual Review of Income Thresholds and Affordable Rent Rates”, be approved as Addendum No. 3 to the Richmond Affordable Housing Strategy.



PLN-31 2. 2012 - 2015 RICHMOND INTERCULTURAL STRATEGIC PLAN AND WORK PROGRAM

(File Ref. No.) (REDMS No. 3427629)

[TO VIEW eREPORT CLICK HERE](#)

See Page **PLN-31** of the Planning agenda for full hardcopy report

Designated Speaker: Alan Hill

STAFF RECOMMENDATION

That the 2012-2015 Richmond Intercultural Strategic Plan and Work Program (Attachment 1) be approved.



PLANNING AND DEVELOPMENT DEPARTMENT

PLN-53 3. APPLICATION BY JAGTAR & SHINGARA KANDOLA FOR REZONING AT 10580 RIVER DRIVE FROM SINGLE FAMILY (RS1/D) TO SINGLE DETACHED (RS2/C)

(File Ref. No. 12-8060-20-8849, **RZ 11-594227**) (REDMS No. 3417674)

[TO VIEW eREPORT CLICK HERE](#)

See Page **PLN-53** of the Planning agenda for full hardcopy report

Designated Speaker: Brian J. Jackson

STAFF RECOMMENDATION

That Bylaw No. 8849, for the rezoning of 10580 River Drive from “Single Family (RS1/D)” to “Single Detached (RS2/C)”, be introduced and given first reading.



PLN-69 4. APPLICATION BY ROBERT KIRK FOR REZONING AT 11291 WILLIAMS ROAD FROM SINGLE DETACHED (RS1/E) TO COMPACT SINGLE DETACHED (RC2)

(File Ref. No. 12-8060-20-8852, **RZ 11-587549**) (REDMS No. 3424625)

[TO VIEW eREPORT CLICK HERE](#)

See Page **PLN-69** of the Planning agenda for full hardcopy report

Designated Speaker: Brian J. Jackson

STAFF RECOMMENDATION

That Bylaw No. 8852, for the rezoning of 11291 Williams Road from “Single Detached (RS1/E)” to “Compact Single Detached (RC2)”, be introduced and given first reading.



PLN-81 5. TELECOMMUNICATION ANTENNA CONSULTATION AND SITING PROTOCOL

(File Ref. No. 08-4040-01) (REDMS No. 3443379)

[TO VIEW eREPORT CLICK HERE](#)

See Page **PLN-81** of the Planning agenda for full hardcopy report

Designated Speaker: Brian J. Jackson

STAFF RECOMMENDATION

That:

- (1) The proposed Telecommunication Antenna Consultation and Siting Protocol be adopted as a Council Policy to guide the City’s review of telecommunication antenna proposals and to facilitate commenting to telecommunication antenna proponents and Industry Canada under the Federal Radiocommunication Act as set out in the staff report entitled “Telecommunication Antenna Consultation and Siting Protocol” dated January 18, 2012;*
- (2) Staff be directed to prepare the proposed amendments to Zoning Bylaw 8500 as set out in the above staff report for future consideration by Council; and*
- (3) Staff be directed to prepare an amendment to Development Application Fee Bylaw 7984 to include an application fee to cover the cost of processing applications under the proposed Telecommunication Antenna Consultation and Siting Protocol as set out in the above staff report for future consideration by Council.*



Pg. # ITEM

6. **MANAGER'S REPORT**

ADJOURNMENT





Planning Committee

Date: Tuesday, January 17, 2012

Place: Anderson Room
Richmond City Hall

Present: Councillor Bill McNulty, Chair
Councillor Chak Au
Councillor Linda Barnes
Councillor Harold Steves
Mayor Malcolm Brodie (arrived at 4:26 p.m.)

Absent: Councillor Evelina Halsey-Brandt, Vice-Chair

Also Present: Councillor Linda McPhail

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the Planning Committee held on Wednesday, December 7, 2011 be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

Tuesday, February 7, 2012, (tentative date) at 4:00 p.m. in the Anderson Room

Committee agreed to alter the order of the Agenda, and to discuss Items 12, 13, 14 and 15, before discussing Item 1 and the remainder of the agenda items.

COMMUNITY SERVICES DEPARTMENT

12. **RICHMOND COMMUNITY SERVICES ADVISORY COMMITTEE
2011 ANNUAL REPORT AND 2012 WORK PROGRAM**
(File Ref. No.) (REDMS No. 3433597)

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Lesley Sherlock, Social Planner was joined by Rick Dubras and Brenda Plant Co-Chairs of the Richmond Community Services Advisory Committee (RCSAC).

The Chair commended the RCSAC on the key action areas accomplished in 2011.

It was moved and seconded

That, as per the General Manager of Community Services' report dated December 16, 2011, entitled "Richmond Community Services Advisory Committee 2011 Annual Report and 2012 Work Program", the Richmond Community Services Advisory Committee's 2011 Work Program be approved.

CARRIED

13. CHILD CARE DEVELOPMENT ADVISORY COMMITTEE 2011 ANNUAL REPORT AND 2012 WORK PROGRAM

(File Ref. No.) (REDMS No. 3428025)

In response to a query, Linda Shirley, Chair of the Child Care Development Advisory Committee, responded that: (i) a City Child Care coordinator staff position is critical in order to be able to make child care in Richmond function cohesively; and (ii) funding would be required before the position was viable.

Committee commended the Child Care Development Advisory Committee on their activities.

It was moved and seconded

That, as per the General Manager of Community Services' report dated December 13, 2011, "Child Care Development Advisory Committee: 2011 Annual Report and 2012 Work Program", the Child Care Development Advisory Committee 2012 Work Program be approved.

CARRIED

14. RICHMOND SENIORS ADVISORY COMMITTEE 2011 ANNUAL REPORT AND 2012 WORK PROGRAM

(File Ref. No.) (REDMS No. 3430457)

Aileen Cormack, outgoing Chair of the Richmond Seniors Advisory Committee, advised that she, Olive Bassett and Doug Symons had all shared the Chair's position throughout 2011. She then introduced incoming Committee Chair Kathleen Holmes.

A brief discussion took place between Ms. Cormack and Committee and especially regarding: (i) a Senior's Fair for 2012; (ii) how best to address issues related to the isolation of seniors in the community as well as adult day care services; and (iii) the Richmond's Seniors Advisory Committee being asked by Delta, and Ladysmith on Vancouver Island, for information on how to establish their own Seniors Advisory Committees.

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Committee commended the Child Care Development Advisory Committee on their activities.

It was moved and seconded

That, as per the General Manager of Community Services report dated December 13, 2011, "Richmond Seniors Advisory Committee 2011 Annual Report and 2012 Work Program", the Richmond Seniors Advisory Committee's 2012 Work Program be approved.

CARRIED

15. 2011 ANNUAL REPORT AND 2012 WORK PROGRAM: RICHMOND INTERCULTURAL ADVISORY COMMITTEE

(File Ref. No.) (REDMS No. 3418924)

Alan Hill, Cultural Diversity Coordinator, was accompanied by Christopher Chan, Vice-Chair of the Richmond Intercultural Advisory Committee.

A brief discussion ensued between Mr. Hill and Mr. Chan and Committee regarding: (i) how the Intercultural Advisory Committee could manage with the budget it currently has; (ii) how a sub-committee would be created to work in the specific area of civic and community affairs; and (iii) the model United Nations project.

The Chair commended the Richmond Intercultural Advisory Committee on its 2011 accomplishments.

It was moved and seconded

That, as per the General Manager, Community Services report dated January 3, 2012 entitled "2011 Annual Report and 2012 Work Program: Richmond Intercultural Advisory Committee", the Richmond Intercultural Advisory Committee 2011 Annual Report and 2012 Work Program (Attachment 1) be approved.

CARRIED

PLANNING & DEVELOPMENT DEPARTMENT

1. APPLICATION BY HARPREET JOHAL FOR A REZONING AT 10131 BRIDGEPORT ROAD FROM SINGLE DETACHED (RS1/D) TO COACH HOUSES (RCH)

(File Ref. No. 12-8060-20-8836, RZ 11-578325) (REDMS No. 3406432)

In response to a query in reference to the staff report that will propose options regarding form and character guidelines for coach houses and granny flats in Burkeville, Brian J. Jackson, Director of Development advised that Burkeville has different zoning bylaw regulations than those proposed here.

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Brian Cray, 10651 Bridgeport Road, addressed Committee and advised that he did not oppose the application for redevelopment at 10131 Bridgeport Road, but he queried how it affects his property, at the corner of Bridgeport and McKessock Avenue.

A brief discussion regarding lots sizes on streets near the subject site ensued, after which the Chair recommended that Mr. Cray and Mr. Jackson meet to discuss the matter further.

Mr. Jackson provided Mr. Cray with his contact information.

(Mayor Malcolm Brodie arrived at 4:26 p.m.)

It was moved and seconded

- (1) *That the following recommendation be forwarded to Public Hearing:*
 - (a) *Single-Family Lot Size Policy 5448 for the area bounded by Bridgeport Road on the south, River Drive on the north, Shell Road on the east and No. 4 Road on the west (Section 23-5-6), adopted by Council on September 16, 1991, be amended to permit:*
 - (b) *Properties along Bridgeport Road between No. 4 Road and McKessock Avenue to rezone and subdivide in accordance with the provisions of Compact Single Detached (RC2) or Coach Houses (RCH) provided there is lane access (as shown on Attachment 3 to the report dated November 15, 2011 from the Director of Development); and*
- (2) *That Bylaw No. 8836, for the rezoning of 10131 Bridgeport Road from "Single Detached (RS1/D)" to "Coach Houses (RCH)", be introduced and given first reading.*

CARRIED

2. APPLICATION BY RUMI MISTRY FOR REZONING AT 10380 WILLIAMS ROAD FROM SINGLE DETACHED (RS1/E) TO COMPACT SINGLE DETACHED (RC2)

(File Ref. No. 12-8060-20-8850, RZ 11-591646) (REDMS No. 3418237)

It was moved and seconded

That Bylaw No.8850, for the rezoning of 10380 Williams Road from "Single Detached (RS1/E)" to "Compact Single Detached (RC2)", be introduced and given first reading.

CARRIED

3. APPLICATION BY RANJIT POONI FOR REZONING AT 9271 FRANCIS ROAD FROM SINGLE DETACHED (RS1/C) TO COMPACT SINGLE DETACHED (RC2)

(File Ref. No. 12-8060-20-8851, RZ 11-581922) (REDMS No. 3420594)

It was moved and seconded

That Bylaw No.8851, for the rezoning of 9271 Francis Road from "Single Detached (RS1/C)" to "Compact Single Detached (RC2)", be introduced and given first reading.

CARRIED

4. APPLICATION BY 0754999 BC LTD. FOR REZONING AT 8800, 8820, 8840, 8880, 8900, 8920, 8940 AND 8960 PATTERSON ROAD AND 3240, 3260, 3280, 3320 AND 3340 SEXSMITH ROAD FROM SINGLE DETACHED (RS1/F) TO HIGH RISE APARTMENT AND ARTIST RESIDENTIAL TENANCY STUDIO UNITS (ZHR10) – CAPSTAN VILLAGE (CITY CENTRE)

(File Ref. No. 12-8060-20-8837/8838/8839/8840, RZ 06-349722) (REDMS No. 3433683)

Mr. Jackson presented details of the proposal, a major contribution to the community, for the construction of a high-rise, high-density, multi-family development in the Capstan Village area of the City Centre. He drew attention to:

- of the 1,245 dwellings proposed, 61 are affordable units, with an additional 20 affordable housing units in the form of artist residential tenancy studio units;
- the development of a new 2.6 acre park;
- the applicant's financial contribution in excess of \$9 million to cover some of the construction costs of the future Capstan Station for the CanadaLine;
- a financial contribution for public art;
- the developer will build 100% of the development to facilitate its connection to the District Energy Utility system;
- the Leadership in Energy and Environmental Design (LEED) silver standard will be met; and
- many of the buildings will feature a type of green roof.

Discussion ensued between Committee, Mr. Jackson, and Suzanne Carter-Huffman, Senior Planner/Urban Design, and in particular regarding:

- the CanadaLine's Capstan Station funding strategy proposal;
- the applicant's phasing plans for the development;
- the impact of a development of this size on the surrounding area;

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- the example set for other developers in the Capstan Village area by the concessions made for this high density development;
- all Official Community Plan (OCP) and City Centre Area Plan (CCAP) conditions have been met by the applicant for this proposed development;
- the unique nature of the proposed Artist Residential Tenancy Studio (ARTS) units, the need for them as expressed by the City's artist community, and the means by which artists will be chosen to occupy the units;
- a legally binding agreement will guarantee all of the planned affordable housing units in the proposed development; and
- the requirements for the proposed green roof elements.

Further information was provided by Peter Webb, Senior Vice-President, Development, Concord Pacific Developments Inc., accompanied by Amela Brudar, Principal, GBL Architects, and especially on:

- indoor amenity space, outdoor amenity space, the public park, and the temporary public park;
- the overall development of the quarter section, bounded by No. 3 Road, Sexsmith Road, Patterson Road and Cambie Street;
- how the developer predicts the market will respond to the availability of the 1,245 new residential units
- the ARTS units are ground floor and each includes a large, almost two-storey open/studio space; and
- the developer would retain management of the affordable rental units, and is prepared to enter into discussion with groups that work with low income earners.

Thomas Leung, 6431 Juniper Drive, advised that his company was Western Construction, Odlin Drive, Richmond, and that he worked on an earlier development application, in partnership with Concord Pacific Developments and Pinnacle International, for the subject site. He advised that ultimately that earlier project, named Sun-Tech, failed to materialize.

Mr. Leung provided detailed information regarding the reasons for the 2009 demise of the earlier development application, and expressed concern with the proposed development, and how he wished to protect his remaining interest in the site, and to protect the interests of Richmond.

Mr. Leung asked Committee to allow him to participate in the planning and development process of the Capstan Village site.

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He concluded his remarks by requesting that Committee: (i) send the Concord Pacific Development application, along with the Pinnacle International application that was to be discussed as Item 5 on the Agenda, back to staff; (ii) have staff prepare a detailed master plan for the Capstan Village site; (iii) include him in the planning process; and (iv) direct that Western Construction, Concord and Pinnacle agree in writing on the master plan he proposes be undertaken.

As a result of Mr. Leung's comments and references to various lot parcels in Capstan Village, staff was asked by Committee to use display boards to clarify the comments Mr. Leung made. Staff provided information regarding the history of the proposals for the development of the subject site.

Mr. Jackson stated that in the past Concord Pacific Developments and Pinnacle International have made applications that have not come to fruition, but that the proposals presented by the individual developers on the Agenda (Items 4 and 5) allow the two developers to proceed independently, and still provide the opportunity for them to work together in the future.

Ms. Carter-Huffman then provided background information on the Sun-Tech proposal, referred to by Mr. Leung.

Discussion then turned to the proposed funding strategy that would ensure the completion of the Capstan Station.

Mr. Jackson advised that upon completion, the Capstan Village would include up to 6,500 residential units, as a result of many developers, including Concord Pacific and Pinnacle International, stepping forward with applications, and staff is confident that the Capstan Station funding strategy will be a success with so many developers involved.

Mr. Webb addressed Committee and provided further background on the issue of the failed Sun-Tech development, and advised that Concord Pacific's interest was 95%, with Western Construction's interest at 5%.

Mr. Webb stated that Mr. Leung has asked that Concord Pacific buy out his share of the site.

Mr. Webb further stated that Concord's development plan covers 28% of the current Capstan Village lands, and Pinnacle International's covers 72%.

Discussion continued between Mr. Webb and Committee regarding: (i) market economies; (ii) various scenarios for Capstan Village; and (iii) piecemeal development versus co-ordinated development.

Willa Walsh, 3800 Raymond Avenue, addressed Committee and advised that she and other members of the Richmond Art Commission were in attendance at the meeting to express support for the proposed ARTS Units.

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Ms. Walsh expressed enthusiasm for the idea of live/work spaces for artists who live in Richmond, and for artists who may have moved away from Richmond, but could be lured back to the City by the prospect of this type of affordable units.

A brief discussion ensued between Ms. Walsh, Committee and staff, and advice was provided that Concord Pacific Developments had worked with, and would continue to work with, City arts staff, with regard to the ARTS units.

It was moved and seconded

- (1) *That Bylaw No. 8837, to amend the Richmond Official Community Plan, Schedule 2.10 (City Centre), to facilitate the implementation of a funding strategy for the construction of the future Capstan Canada Line station, by:*
 - (a) *Inserting in Section 4.0, density bonus policy applicable to developments that voluntarily contribute funds towards the construction of the Capstan Canada Line station and provide additional park, together with a definition for Capstan Station Bonus in Appendix 1;*
 - (b) *Inserting the Overlay Boundary – Capstan Station Bonus Map (2031) and inserting the Capstan Station Bonus Map boundary in the Generalized Land Use Map (2031), Specific Land Use Map: Capstan Village (2031), and reference maps throughout the Plan; and*
 - (c) *Making related Plan amendments providing for rezoning to proceed in Capstan Village on the basis of the Capstan Station Bonus density bonus policy;*

be introduced and given first reading.
- (2) *That Bylaw No. 8838, to amend the Richmond Official Community Plan, as amended by Official Community Plan Amendment Bylaw No. 8837, to facilitate the construction of multiple-family residential and related uses on the subject site, by:*
 - (a) *In Schedule 1, amending the existing land use designation in Attachment 1 (Generalized Land Use Map) to relocate “Public and Open Space Use” in respect to the subject site; and*
 - (b) *In Schedule 2.10 (City Centre), amending the existing land use designation in the Generalized Land Use Map (2031), Specific Land Use Map: Capstan Village (2031), and reference maps throughout the Plan to relocate park within the block bounded by Sexsmith Road, Sea Island Way, Garden City Road, and Capstan Way and designate the subject site as “Institution”, together with related minor map and text amendments;*

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be introduced and given first reading.

- (3) *That Bylaw No. 8837 and Bylaw No. 8838, having been considered in conjunction with:*

- (a) the City's Financial Plan and Capital Program; and*
- (b) the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;*

are hereby deemed to be consistent with said program and plans, in accordance with Section 882(3)(a) of the Local Government Act.

- (4) *That Bylaw No. 8837 and Bylaw No. 8838, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, be referred to the:*

- (a) Vancouver International Airport Authority; and*
- (b) Board of Education, School District No. 38 (Richmond);*

- (5) *That Bylaw No. 8839, to amend the Richmond Zoning Bylaw No. 8500, to facilitate the implementation of a funding strategy for the construction of the future Capstan Canada Line station, by:*

- (a) Inserting Section 5.19, Capstan Station Specific Use Regulations, in respect to developer contributions to the Capstan station reserve, and related text amendments; and*
- (b) Inserting "RCL4" and "RCL5" in the "Residential/Limited Commercial (RCL)" zone to provide for a density bonus that would be used for rezoning applications in the Capstan Station Bonus Map area designated by the City Centre Area Plan to achieve City objectives in respect to the Capstan Canada Line station;*

be introduced and given first reading.

- (6) *That Bylaw No. 8840, to amend the Richmond Zoning Bylaw No. 8500 as amended by Zoning Amendment Bylaw No. 8839, to create "High Rise Apartment and Artist Residential Tenancy Studio Units (ZHR10) – Capstan Village (City Centre)" and for the rezoning of 8800, 8820, 8840, 8880, 8900, 8920, 8940, and 8960 Patterson Road and 3240, 3260, 3280, 3320, and 3340 Sexsmith Road from "Single Detached (RS1/F)" to "High Rise Apartment and Artist Residential Tenancy Studio Units (ZHR10) – Capstan Village (City Centre)", be introduced and given first reading.*

The question on the motion was not called, and a brief discussion regarding the idea of a master plan for Capstan Village ensued. The question on the motion was then called and it was **CARRIED**.

5. APPLICATION BY PINNACLE INTERNATIONAL (RICHMOND) PLAZA INC. FOR REZONING AT 3391 AND 3411 SEXSMITH ROAD FROM "SINGLE DETACHED (RS1/F)", TOGETHER WITH A PORTION OF UNOPENED CITY LANE ON THE NORTH SIDE OF CAPSTAN WAY BETWEEN SEXSMITH ROAD AND NO. 3 ROAD, TO "RESIDENTIAL/LIMITED COMMERCIAL (RCL4)"

(File Ref. No. 12-8060-20-8841/8842 RZ No. 10-544729 No.3414179)

Mr. Jackson presented details of the proposal, a major contribution to the community, for the construction of a high-rise, high-density, multi-family project in the Capstan Village area of the City Centre. He drew attention to:

- of the proposed 200 residential units, 13 are affordable rental housing units;
- the applicant's conceptual master plan for the block, bounded by Sexsmith Road, No. 3 Road and Capstan Way, provides information for a new park, one that faces No. 3 Road;
- the developer will build the development to facilitate its connection to the District Energy Utility system;
- Silver LEED standards will be met; and
- all requirements of the OCP and CCAP have been met.

Mr. Jackson concluded his remarks by noting that with the Pinnacle International application now under discussion, a framework has been created that brings the two partners together.

A brief discussion took place between Committee and staff regarding: (i) matters related to how the Richmond School Board and City staff communicate and work together to ensure that enough spaces for school students are available; and (ii) the financial public art contribution is earmarked for future public art in the new neighbourhood park as well as at the future Capstan Station.

John Bingham, Architect, Partner, Bingham + Hill Architects, and Michael De Cotiis, CEO and President, Pinnacle International entered into discussion with staff and Committee regarding:

- how the developer can achieve the height and density requirements, as set out in the CCAP;
- how a developer, such as Concord or Pinnacle use a phased approach to build out a major project, and phasing will take into account the establishment of the fundamental design elements of the Capstan Village area as a whole;
- road works include widening along Capstan Way and Sexsmith Road, together with various related improvements;
- the development proposes to comply with the CCAP and Capstan station bonus-related policies;

- the provision of a temporary park to ensure the timely provision of adequate public open space; and
- the accessible nature of the proposed green roof elements.

With regard to the Sun-Tech application, staff advised that it pre-dated the CCAP, the Affordable Housing Strategy, and other Council-approved policies, and that the Concord and Pinnacle applications under discussion must now comply with approved initiatives and policies that have been adopted, and that apply to all developers.

It was moved and seconded

- (1) *That Bylaw No. 8841, to amend the Richmond Official Community Plan, as amended by Official Community Plan Amendment Bylaw No. 8837, to facilitate the construction of multiple-family residential and related uses on the subject site, by:*

- (a) *In Schedule 1, amending the existing land use designation in Attachment 1 (Generalized Land Use Map) to relocate "Public and Open Space Use" in the area bounded by Capstan Way, No. 3 Road, Sea Island Way, and Sexsmith Road; and*
- (b) *In Schedule 2.10 (City Centre), amending the existing land use designation in the Generalized Land Use Map (2031), Specific Land Use Map: Capstan Village (2031), and reference maps throughout the Plan to relocate areas designated for park and road purposes within the block bounded by Capstan Way, No. 3 Road, Sea Island Way, and Sexsmith Road, together with related minor map and text amendments;*

be introduced and given first reading.

- (2) *That Bylaw No. 8841, having been considered in conjunction with:*

- (a) *the City's Financial Plan and Capital Program; and*
- (b) *the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;*

is hereby deemed to be consistent with said program and plans, in accordance with Section 882(3)(a) of the Local Government Act.

- (3) *That Bylaw No. 8841, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, be referred to the:*

- (a) *Vancouver International Airport Authority; and*
- (b) *Board of Education, School District No. 38 (Richmond);*

for comment on or before Public Hearing on February 20, 2012 on OCP Amendment Bylaw No. 8841.

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- (4) *That Bylaw No. 8842, to rezone 3391 and 3411 Sexsmith Road from "Single Detached (RS1/F)", together with a portion of unopened City lane on the north side of Capstan Way between Sexsmith Road and No. 3 Road, to "Residential/Limited Commercial (RCL4)", as amended by Zoning Amendment Bylaw No. 8839, be introduced and given first reading.*

CARRIED

At 6:03 p.m. the Chair recessed the meeting, and advised that Committee would reconvene at 6:30 p.m.

6. **APPLICATION BY ORIS DEVELOPMENT (KAWAKI) CORP. FOR AN OCP AMENDMENT TO LONDON/PRINCESS SUB AREA PLAN AND FOR REZONING AT 6160 LONDON ROAD AND 13100, 13120, 13140, 13160 AND 13200 NO. 2 ROAD FROM "LIGHT INDUSTRIAL (IL)" TO "COMMERCIAL/MIXED USE (ZMU20) – LONDON LANDING (STEVESTON)" AND "SCHOOL & INSTITUTIONAL (SI)"**
(File Ref. No. 12-8060-20-8817/8818, RZ 09-466062) (REDMS No. 3448508)

Mr. Jackson provided background information regarding the proposed mixed-use development, containing approximately 80 apartments, including 10 live/work units, and ground level commercial space, in the London Landing neighbourhood of Steveston.

Mr. Jackson noted that:

- the parking plan includes 200 stalls;
- the project includes a land exchange with the City;
- the applicant is making a monetary contribution to the Affordable Housing Reserve Fund; and
- the applicant will be responsible for the cost of development of: (i) a new waterfront public park; (ii) associated dyke realignment/upgrading; and (iii) and relocation and development of the City's Dirt Bike Terrain Park in a location other than the one it occupies at the present time.

Dana Westermarck, Oris Development (Kawaki) Corp., was available to answer Committee's queries. A brief discussion ensued among Mr. Westermarck, Committee and Dave Semple, General Manager, Parks, Recreation and Cultural Services regarding:

- staff is examining a number of potential locations for the Dirt Bike Terrain Park, and will report back; and
- components of the planned dyke realignment/upgrading.

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It was moved and seconded

- (1) *That Bylaw No. 8817, to redesignate 13100, 13120 and 3140 No. 2 Road from "Use to be Determined" and "Public Open Space" to "Mixed-Use", and to redesignate the southern portion of 6160 London Road from "Mixed-Use" to "Public Open Space" in the London/Princess Land Use Map in Schedule 2.4 of the Official Community Plan Bylaw 7100 (Steveston Area Plan), be introduced and given first reading;*
- (2) *That Bylaw No. 8817, having been considered in conjunction with:*
 - (a) *the City's Financial Plan and Capital Program; and*
 - (b) *the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans**is hereby deemed to be consistent with said program and plans, in accordance with Section 882(3)(a) of the Local Government Act;*
- (3) *That Bylaw No. 8817, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, is hereby deemed not to require further consultation;*
- (4) *That Bylaw No. 8818, to create "Commercial/Mixed-Use (ZMU20) – London Landing (Steveston)" and for the rezoning of 13100, 13120 and 13140 No. 2 Road and the northern portion of 6160 London Road, from "Light Industrial (IL)" to "Commercial/Mixed Use (ZMU20) – London Landing (Steveston)", and for the rezoning of 13160, 13200 No. 2 Road and southern portion of 6160 London Road from "Light Industrial (IL)" to "School & Institutional (SI)" be introduced and given first reading; and*
- (5) *That staff be directed to take the required steps to redesignate that portion of FREMP Management Unit II-29 approximately between the western property boundary of 6240 Dyke Road and the western boundary of No. 2 Road within the FREMP-Richmond Area Designation Agreement from "Icw" (Industrial-Conservation-Water Oriented Residential/Commercial) to "Rcw" (Recreation/Park-Conservation-Water Oriented Residential/Commercial); and.*
- (6) *That the net funds from the land transactions be transferred to an account which would be specifically intended for Arts, Culture and Heritage capital purposes.*

CARRIED

7. FARM BASED WINERIES – POSSIBLE OPTIONS FOR ZONING REGULATION

(File Ref. No. 08-4040-01; 12-8060-20-8860) (REDMS No. 3434333)

Mr. Jackson noted that staff provided the possible options for farm-based winery zoning regulation to the Richmond Agriculture Advisory Committee (AAC) on two occasions to gain guidance from the farming community. He commented that staff was presenting Committee with three options for consideration for Richmond's farm-based winery provisions.

A brief discussion ensued and in particular regarding the following:

- the AAC supports option 3, which outlines an overall size limit on all wineries;
- accessory uses, such as retail, tasting rooms, and indoor lounges, that are different from winery processing and storage uses;
- the differences between a "class 1" and "class 2" winery;
- the bylaw under which farm-based wineries in Richmond have, until now, been able to function; and
- policies regarding wine making, and wine point of sale.

It was moved and seconded

That Bylaw No. 8860, to amend the definition of "farm-based winery" and to include specific use regulations limiting their size, be introduced and given first reading.

CARRIED

8. APPLICATION BY SANFORD DESIGN GROUP FOR AGRICULTURAL LAND RESERVE NON FARM USE AT 16880 WESTMINSTER HIGHWAY (LULU ISLAND WINERY)

(File Ref. No.; AG 11-579881) (REDMS No. 3434363)

Mr. Jackson advised that the application for a non-farm use for an indoor lounge, and an outdoor patio. The applicant consulted the neighbours to the west of their Westminster Highway property.

Discussion ensued between Committee and staff on:

- the City's Agricultural Advisory Committee's deliberations when the application was presented to them; four Committee members were in favour and four Committee members were opposed to a motion to refer the application back to staff for further review, and the motion failed as a result of the tie vote;
- to ensure the applicant does not use the indoor lounge as a banquet space, the City is recommending that there be a covenant on the title to ensure banquet uses are restricted;

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- the origin of the farm product the Lulu Island Winery uses in their products.

It was moved and seconded

That:

- (1) *authorization for Sanford Design Group, on behalf of Lulu Island Winery, to apply to the Agricultural Land Commission for a non-farm use for the purposes of developing a food and beverage service lounge as an accessory use to the existing farm-based winery facility at 16880 Westminster Highway be granted;*
- (2) *Richmond City Council recommend to the Agricultural Land Commission for the registration of a legal agreement on title that prohibits use of the proposed accessory food and beverage service lounge and existing farm-based winery facility as a banquet hall or stand-alone event hosting venue as part of the Agricultural Land Commission's review of the non-farm use application; and*
- (3) *Lulu Island Winery undertake consultation with neighbouring properties regarding the food and beverage service lounge proposal and the findings be reported out to Richmond City Council prior to advancing the non-farm use application to the Agricultural Land Commission.*

The question on the motion was not called as further discussion ensued between Committee and staff regarding:

- the impact the lounge/patio would have on transportation in the area;
- the seating capacity of the lounge/patio, as well as number of parking stalls available on the site;
- the safety of access and exit routes on the site;
- the hours of operation for the lounge/patio; and
- the applicant, not an independent operator, will run the lounge/patio.

Harvey Fuller, Architect, Sanford Design Group, addressed Committee and advised that the seating capacity was 64 for the indoor lounge and 62 for the patio.

Discussion ensued between Mr. Fuller, staff, and Committee and the following advice was provided:

- the number of parking stalls will increase by over 20 spaces when the applicant installs more seating in the indoor lounge and outdoor patio;
- it is anticipated there is a relationship between the hours of operation of the winery business, and the hours of operation of the lounge/patio; and

Planning Committee

Tuesday, January 17, 2012

- motor coaches have designated parking spaces in addition to off-street parking for the lounge, and if there is overflow parking of cars, the applicant has made shuttle arrangements.

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

9. **TRUCK PARKING ON PROPERTIES ON RIVER ROAD EAST OF NO. 6 ROAD**

(File Ref. No. 08-4040-01) (REDMS No. 3434401)

Mr. Jackson provided background material regarding Council's referral to research truck activity on River Road, to review the interim truck parking strategy, and other trucking issues. Mr. Jackson noted that a comprehensive average daily traffic volume study was done, and the results show a low volume of truck traffic on River Road.

Mr. Jackson also remarked that there is not a lot of land in Richmond for truck parking, and stated that officials at the Metro Port lands are not supportive of allowing trucks to park on their land.

Discussion ensued between staff and Committee on:

- staff has received applications from River Road land owners for commercial vehicle parking and storage;
- the potential for truck parking on industrial zoned land; and
- some refrigerated trucks run their engines all night, and other trucks contribute to contamination with oil drips.

Brian Daniel, 2201 Cook Road, addressed Committee and spoke on behalf of owners of 16700 River Road. He noted that the River Road address had been removed from the Agricultural Land Reserve and that it had no further agricultural value.

The owners of 16700 River Road support the staff recommendation to continue with a short-term action plan, with monitoring, with regard to commercial vehicle parking and storage. The owners want to develop their property for vehicle parking and storage have been withholding their application, but have moved ahead with a landscaping plan.

Further discussion ensued between Committee and staff and advice was provided regarding: (i) the exact locations on River Road with applications pending; and (ii) the location on River Road of the Agri-Industrial Service Area, as identified by the Agriculture Land Reserve.

As a result of the discussion a suggestion was made that Parts (1) and (2) of the staff recommendation be a separate motion from Parts (3) and (4). As a result of the suggestion the following **motion** was introduced:

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It was moved and seconded

That:

- (1) *the “Interim Truck Parking Action Plan” (Interim Action Plan), as amended by Council in February 2008, be continued until the end of 2012 to allow for consideration of further rezoning applications for commercial vehicle parking and storage within the plan area in the 16000 Block of River Road;*
- (2) *a daily traffic count be undertaken over two (2) one-week periods on No. 7 Road (between Bridgeport Road and River Road) and on River Road (East of Nelson Road) in 2012 either by the City or by future applicants’ consultants, to the satisfaction of City staff, as part of rezoning applications that facilitate commercial vehicle parking and storage within the Plan Area;*

CARRIED

Committee then agreed that Parts (3) and (4) of the staff recommendation be referred back to staff. The following **referral** motion was then introduced:

It was moved and seconded

That:

- (3) *staff report back to Planning Committee with an update on such daily traffic count trends by the end of 2012 to consider the option of amending the Interim Action Plan to allow only commercial outdoor storage and not commercial vehicle parking in the short term, depending upon the City’s review of traffic counts in 2012; and*
- (4) *the existing 1999 OCP “Business and Industry” designation and policies allowing for a range of long-term intensive industrial uses for the 16000 block of River Road as well as the agri-industrial uses set out in the Long-Term Action Plan be considered for inclusion in the proposed, updated OCP.*

CARRIED

OPPOSED: Cllrs. Harold Steves
Chak Au

10. **HAMILTON AREA PLAN – COMMITTEE UPDATE #1 – CLARIFIED TERMS OF REFERENCE, WORK PLAN AND TIMELINE**

(File Ref. No.) (REDMS No. 3438210)

Terry Crowe, Manager, Policy Planning, stated that the report presents: (i) an update on minor clarifications to the City’s Terms of Reference for the Hamilton Area Plan Update; (ii) a summary of the clarified Work Plan; and (iii) the timeline to undertake the process, under the City’s direction.

Mr. Crowe noted that City staff will undertake consultations with the City of New Westminster staff, New Westminster School Board staff and Queensborough residents.

A brief discussion ensued between Committee and staff, and in particular:

- the proposed community survey will be distributed to each household in the Hamilton neighbourhood;
- consultation is being sought from Queensborough residents to get an idea of what they want to see particularly in Area 2; and
- ensuring that expectations, especially with regard to transportation improvements, are realistic and balanced with what can be delivered.

It was moved and seconded

That the staff report dated January 4, 2012 from the General Manager, Planning and Development, entitled: "Hamilton Area Plan – Committee Update #1 – Clarified Terms of Reference, Work Plan and Timeline" be approved to guide the Hamilton Area Plan Update process.

CARRIED

11. REVIEW OF THE NO. 5 ROAD BACKLANDS POLICY

(File Ref. No. 08-4050-10) (REDMS No. 3419274)

Mr. Crowe stated that the No. 5 Road Backlands Policy has been revised and clarified since its inception 20 years ago, but over the past ten years the Policy has not been subject to a comprehensive review.

Mr. Crowe noted that staff is contemplating opportunities for consultation involving property owners, stakeholders, the surrounding neighbourhood and with City-wide residents.

Discussion ensued between Committee and staff, and in particular on:

- some of the owners of assembly zoned sites on No. 5 Road wanting to develop their backland instead of farming it;
- if the No. 5 Road Backlands Policy should be reviewed to clarify policies now, or when an owner of an assembly zoned site on No. 5 Road comes forward with an application;
- the issue of height restrictions for buildings on assembly zoned sites on No. 5 Road; and
- the opportunity the review process could present to examine the "frontlands" of the assembly zoned sites on No. 5 Road.

A suggestion was made that the proposed Terms of Reference and Work Program for the review of the No. 5 Road Backlands Policy be referred back to staff for further review.

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A subsequent suggestion was made that staff undertake further review of the Policy, but not review the backlands component of the Policy.

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

It was moved and seconded

That the proposed Terms of Reference and Work Program for the Review of the No. 5 Road Backlands Policy (Attachment 1) be referred back to staff to give the matter further review, but that staff not review the backlands component of the Policy.

CARRIED

16. MANAGER'S REPORT

No reports were given.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (7:47 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Planning Committee of the Council of the City of Richmond held on Tuesday, January 17, 2012.

Councillor Bill McNulty
Chair

Sheila Johnston
Committee Clerk



City of Richmond

Report to Committee

To: Planning Committee
From: Cathryn Volkering Carlile
General Manager
Date: January 10, 2012
File:
Re: **Affordable Housing Strategy: 2012 Annual Review of Income Thresholds and Affordable Rent Rates**

Staff Recommendation

That amendments to the Richmond Affordable Housing Strategy dated May 9, 2007, as amended, (the "Richmond Affordable Housing Strategy") as outlined in Attachment 1 of the report dated January 10, 2012 from the General Manager of Community Services entitled "Affordable Housing Strategy: 2012 Annual Review of Income Thresholds and Affordable Rent Rates", be approved as Addendum No. 3 to the Richmond Affordable Housing Strategy.

Cathryn Volkering Carlile
General Manager
(604-276-4068)

Att. 1

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ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER	
Budgets	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
Law	Y <input type="checkbox"/> N <input type="checkbox"/>		
Development Applications	Y <input type="checkbox"/> N <input type="checkbox"/>		
Policy Planning	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
REVIEWED BY TAG	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	REVIEWED BY CAO	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

Staff Report

Origin

On May 28, 2007, Council adopted the “Richmond Affordable Housing Strategy” dated May 9, 2007.

On June 8, 2009, Council amended the Richmond Affordable Housing Strategy to update the annual income thresholds and maximum permitted rents and to include provisions for staff to annually adjust the annual income thresholds and the maximum permitted rents specified in the City’s housing agreements to reflect updated Core Need Income Threshold (CNIT) and/or other applicable data produced by CMHC in years when it is released as well as the CPI for Vancouver for the previous calendar year plus 2 % in years when the CNIT and/or other applicable data from CMHC was not released.

On October 25, 2010, Council amended the Richmond Affordable Housing Strategy again to update annual income thresholds and the maximum permitted rents and to provide that staff annually adjust these amounts based on staff analysis of updated CNIT and/or other applicable data produced by CMHC in years when it is released.

Staff have completed the required periodic review of income thresholds and maximum permitted rents. Staff recommend adjusting these amounts based on staff analysis of updated Housing Income Limits (HIL) (formerly known as Core Need Income Threshold data).

This report presents the review findings and recommends 2012 Housing Income Limits and Affordable Rent Rates for Council consideration.

The report supports the following Council term goal:

Improve the efficiency of the delivery of social services in the City through the development and implementation of a Social and Community Services Strategy that includes...increased social housing, implementation of a campus of care concept and an emergency shelter for women...

Analysis

The 2006 Census estimated that 10,470 renter households or 63 percent of Richmond renters earn less than \$59,999 annually, and therefore are low to moderate income households.

Housing Income Limit (HIL) values are determined from the annual Canada Mortgage and Housing Corporation (CMHC) Rental Market Survey. The HIL values represent the income required to pay the average market rent for an appropriately sized unit in the private market.

The 2012 Housing Income Limits (HILs) are:

	<u>Bachelor</u>	<u>1 Bedroom</u>	<u>2 Bedroom</u>	<u>3 Bedroom</u>
Annual Income	\$33,500	\$37,000	\$45,500	\$55,000

The current Affordable Housing Strategy total household annual income and maximum monthly rent are:

	<u>Bachelor</u>	<u>1 Bedroom</u>	<u>2 Bedroom</u>	<u>3 Bedroom</u>
Total Household Annual Income	\$31,500 or less	\$35,000 or less	\$42,500 or less	\$51,000 or less
Maximum Monthly Rent	\$788	\$875	\$1,063	\$1,275

The adjusted Affordable Housing Strategy total household annual income and maximum monthly rent to align with 2012 HIL limits are:

	<u>Bachelor</u>	<u>1 Bedroom</u>	<u>2 Bedroom</u>	<u>3 Bedroom</u>
Total Household Annual Income	\$33,500 or less	\$37,000 or less	\$45,500 or less	\$55,000 or less
Maximum Monthly Rent	\$837	\$925	\$1,137	\$1,375

Current Adjustments

The adjustments will be applied to all new housing agreements brought forward after the effective date and will be applied to existing housing agreements in accordance with Richmond Affordable Housing Strategy Addendum 3 (**Attachment 1**) (with the exception of those existing housing agreements which do not contemplate adjustments as set out above).

Future Adjustments


Staff recommend that they will review the Income Thresholds and Affordable Rent Rates annually, bring recommendations to Council for approval, and once such are approved the adjustments would become effective immediately following the adoption by Council.

Financial Impact

The proposed changes will have no direct impact to the City.

Conclusion

It is recommended that the 2012 adjusted rates as presented in **Attachment 1**, be approved by way of a third Addendum to the Richmond Affordable Housing Strategy.



Dena Kae Beno
Affordable Housing Coordinator
(604-247-4946)
DKB:dkb

Attachment 1	Richmond Affordable Housing Strategy Addendum 1	REDMS 3448526
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Richmond Affordable Housing Strategy
Addendum No. 3
(Date Council Approved)

That the Richmond Affordable Housing Strategy dated May 9, 2007, approved by Council on May 28, 2007, as amended, be further amended as follows:

1. Annual Income Thresholds

The annual income thresholds as shown on Table 1 be used to determine who qualifies for affordable housing and be included in the housing agreements used to secure the use and occupancy of the affordable housing units.

2. Maximum Permitted Rents

The maximum permitted rents as shown on Table 1 be used to determine the permitted rent for affordable housing and be included in the housing agreements used to secure the use and occupancy of the affordable housing units.

3. Future Adjustments to Annual Income Thresholds and Maximum Permitted Rents

Staff adjust the annual income threshold and maximum permitted rent for affordable housing shown in Table 1, once every calendar year based on the following data sources and use the adjusted information in new housing agreements brought forward after the date of adjustment and apply it to existing housing agreements (with the exception of those existing housing agreements which do not contemplate adjustments as set out in this Addendum) and advise Council accordingly:

Primary Data Source: staff analysis of updated Housing Income Limits and/or other applicable data produced by the Canada Mortgage and Housing Corporation (CMHC) in years when it is released.

Table 1: 2012 Annual Income Threshold and Maximum Permitted Rents for Affordable Housing

Annual Income Thresholds (2012)	
Affordable Subsidized Rental Housing	Households with an annual income of less than \$33,500
Affordable Low End Market Rental Housing	Households with an annual income of between \$33,500 and \$55,000
Maximum Permitted Rents (2012)	
Bachelor Unit	\$837 a month (e.g., for eligible tenant having an annual income threshold of \$33,500 or less)
One-Bedroom Unit	\$925 a month (e.g. for eligible tenant having an annual income threshold of \$37,000 or less)
Two-Bedroom Unit	\$1,137 a month (e.g. for eligible tenant having an annual income threshold of \$45,500 or less)
Three-Bedroom Unit	\$1,375 a month (e.g. for eligible tenant having an annual income threshold of \$55,000 or less)



City of Richmond

Report to Committee

To: Planning Committee
From: Cathryn Volkering Carlile
General Manager - Community Services
Date: January 17, 2012
File:
Re: **2012 - 2015 RICHMOND INTERCULTURAL STRATEGIC PLAN AND WORK PROGRAM**

Staff Recommendation

That the 2012-2015 Richmond Intercultural Strategic Plan and Work Program
(Attachment 1) be approved.

Cathryn Volkering Carlile
General Manager - Community Services

Att. 1

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ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER	
Fire Rescue	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
RCMP	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
Recreation	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
REVIEWED BY TAG	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	REVIEWED BY CAO	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

Staff Report

Purpose

The purpose of this report is to present the 2012-2015 Richmond Intercultural Strategic Plan and Work Program for Council adoption.

Origin

In September 2004 Council approved the 2004-2010 Richmond Intercultural Advisory Committee (RIAC) Intercultural Strategic Plan and Work Program. In 2011 RIAC began a process of updating the plan to take it forward until the year 2015. The resulting 2012-2015 RIAC Intercultural Strategic Plan re-endorses the City Intercultural Vision for Richmond to become the “most welcoming inclusive and harmonious community in Canada”. It has revisited the strategic directions and work program from the 2004-2010 Plan and revised them both accordingly.

This report provides an overview of this revised plan and an overview of the process for its development. The 2012- 2015 Intercultural Strategic Plan is consistent with the following Council Term Goal:

Council Term Goal 4 - Community and Social Services

Improve the effectiveness of the delivery of social services in the City through the development and implementation of a social service strategy.

Process and Plan Development

The 2012-2015 Plan has been created through a participatory planning process. In May 2011 RIAC held a focus group session to revisit and reassess the 2004-2010 Plan. From this session a working group of RIAC members was formed which identified key work areas for the 2012-2015 time period. The structure and participatory approach to this planning was aided by advice from the Dialogue and Community Education Program at Simon Fraser University and by being part facilitated by Mike Redpath City of Richmond, Senior Manager of Parks. The involvement of Senior City Management also helped to ensure that City Corporate Strategic Priorities informed the new Intercultural Strategic Plan.

The planning process involved four phases:

RIAC Participatory Planning Process	
Phases	Participants
1. Process Planning and Priority Setting, February and March 2011	RIAC Membership, City Management, SFU
2. RIAC Planning Forum, May 2011	RIAC Committee Members
3. RIAC Work Planning Sub Group Meetings – June-September 2011	RIAC Sub Group Members
4. RIAC Committee Discussion and Work Plan Prioritisation September-October 2011	RIAC Committee Members

Analysis

In launching this current review, it was acknowledged that the existing 2004-2010 Strategic Plan is a quality document that provided a solid foundation for preparation of an updated document. The new plan for 2012-2015 builds on and develops the key vision, values and strategic directions of the existing plan while making it more focused and relevant to the contemporary Richmond situation.

Since 2004 the demographic profile of Richmond has continued to change and intercultural priorities within the City as a whole have also thus shifted. The 2012-2015 RIAC Intercultural Strategic Plan addresses these changes.

1. Key Themes

Three themes pervade the revised plan and work program:

- “Interculturalism” is described as “a culturally interactive and vibrant process” compared to the relatively static concept of “multiculturalism”.
- “Partnership”, which recognizes that no “one” stakeholder can achieve interculturalism alone.
- “Civic Engagement” which recognises that Interculturalism can only be achieved through innovate and inclusive practices that recognise cultural barriers and differing approaches to public participation.

2. Next Steps

Once the strategy is approved RIAC will:

- distribute the 2012-2015 Richmond Intercultural Strategic Plan and Work Program widely;
- meet with a wide range of community stakeholders to build awareness, consensus and commitment for stakeholders’ participation; and
- encourage a wide range of stakeholders to participate.

RIAC will take the lead role in coordinating and implementing the Work Program and reporting progress to Council annually, or as necessary. The accomplishment of many of the strategic initiatives will depend on the willingness of stakeholders to participate and the availability of the required resources. City staff will support the RIAC 2012 Work Program as City policies, work programs, staff time and resources permit.

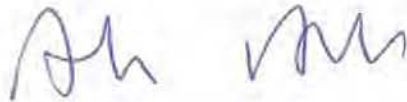
Financial Impact

Approval of the 2012-2015 Richmond Intercultural Strategic Plan and Work Program does not commit Council to fund any specific initiative. Actions will be funded through existing RIAC or departmental budgets, supplemented by external funding, as available. Any additional financial requirements would be subject to a subsequent Council approval.

Conclusion

RIAC has completed an inclusive participatory planning process in the development of the 2012-2015 Richmond Intercultural Strategic Plan and Work Program. The plan places emphasis on partnerships and cultural interaction and the community will continue to be involved in its implementation.

The vision of the Intercultural Strategic Plan is to work towards Richmond being “the most welcoming, inclusive and harmonious community in Canada”. This vision is aligned and has been developed in conjunction with the City corporate vision of Richmond being the “most appealing, liveable, and well-managed city in Canada”



Alan Hill
Cultural Diversity Coordinator
(604-276-4391)
AH-ah



2012-2015 Richmond Intercultural Strategic Plan and Work Program

Prepared by: Richmond Intercultural Advisory Committee



2012 – 2015 Richmond Intercultural Strategic Plan and Work Program

Prepared by:
Richmond Intercultural Advisory Committee

October 2011

Acknowledgements

Richmond Intercultural Advisory Committee (RIAC), 2011 Membership

Citizen Appointees

Ning Alcuities-Imperial
Joe Greenholtz
Shawkat Hasan
Diane Jubinville
Lawrence Lim
Jake Pogson
Jamie Makutra (Youth)
Christopher Chan
Mohinder Grewal

Organizational Appointees

Shashi Assanand, Ministry of Children & Family Development
David Pughart, RCMP Richmond Detachment
Juliana Leung, Richmond Community Services Advisory Committee
Shams Jilani, Richmond Seniors Advisory Committee
Diane Tijmam, School District #38
Nick Chopra, Richmond Community Services Advisory Committee
Parm Grewal, Richmond Community Services Advisory Committee
Patti Tan, Richmond Health Services
Jocelyn Wong, Richmond Community Services Advisory Committee
Viet Vu, Richmond Centre for Disability

City Council Liaison

Councillor Bill McNulty

RIAC would like to thank the following people for assisting and advising with the development of the 2012-2015 RIAC Strategic Plan:

- Mike Redpath- Senior Manager of Parks, City of Richmond.
- Peter Boothroyd Simon Fraser University.

For further information regarding RIAC and the Strategic Plan and Work Program, please contact Alan Hill, Cultural Diversity Coordinator, City of Richmond (ph. 604-276-4391, fax 604-276-4132, e-mail ahill@richmond.ca).

For additional copies of this document, please visit the City of Richmond website at www.richmond.ca.

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Introduction

RIAC Vision and Mandate

RIAC Mandate

The Richmond Intercultural Advisory Committee (RIAC) was established by the Richmond City Council in February 2002 to assist the City in working toward its Corporate Vision of making Richmond the "most appealing, liveable, and well-managed city in Canada."

The mandate of the RIAC, as outlined in its terms of reference, is to "enhance intercultural harmony and strengthen intercultural co-operation in Richmond." The RIAC will achieve this mandate through several interrelated functions including providing information, options and recommendations to City Council and community stakeholders regarding intercultural issues and opportunities, and responding to intercultural issues referred to it by Council.

The purpose of this initiative is to develop an Intercultural Strategic Vision and Work Program to support the City and the Richmond community in making Richmond more appealing, liveable, and well-managed.

The RIAC recognizes that the successful achievement of the Intercultural Vision necessitates the City working in partnership, especially in a facilitative role, with the numerous stakeholders that make up the Richmond community. The Intercultural Strategy cannot be successfully implemented without the participation and involvement of the many diverse cultural groups and other stakeholders in Richmond.

Stakeholders include federal and provincial governments, institutions, agencies, educational organizations, the private sector, communities, associations, the media, religious and cultural groups, and the general public.

RIAC Vision for Intercultural Life In Richmond

Introduction

To achieve the overall vision of the City, "to be the most appealing, liveable and well-managed community in Canada," Richmond needs to better incorporate a value for and understanding of diversity into all its planning and services. The vision for intercultural life in Richmond should:

Promote:

- Pride in and acceptance of Canadian values and laws.
- Pride in and respect for diverse heritages and traditions.
- Pride in and participation in community life.

Recognize:

- That 'culture' is an integrated pattern of thought, speech, action and behaviour which is passed on from one generation to another, through education and learning.
- That 'culture' evolves, and Richmond's culture is shaped by historic patterns and traditions, current practices and trends, and future planning.

Embrace:

- The concept of 'Interculturalism,' a culturally interactive and vibrant process, as the next step for Canadian multiculturalism.

Richmond's Intercultural Vision

***"For Richmond to be the most
welcoming, inclusive and harmonious community in Canada"***

A Brief Summary of the Richmond Context

Issues and Opportunities that have provided a frame for the 2012-2015 RIAC

Intercultural Strategic Plan

During the period of operation of the 2004-2010 Strategic Plan Richmond has come to experience even greater cultural diversity with arrivals in Richmond coming from a greater number of countries of origin than ever before. There has been a marked increase in the number of immigrants of all immigration status arriving in Richmond from Mainland China. Most of this group are Mandarin speakers and would read simplified rather than traditional Chinese text. This group in Richmond has now eclipsed Cantonese speaking group of Chinese decent, who until recently were the largest single group of immigrants in the community. This will impact the work of RIAC in many ways, one major way being that many Mainland Chinese immigrants have quite unique expectations and needs in relation to civic and community life. Another major change in Richmond that has influenced the development of this Strategic Plan is that the Filipino community is now the second biggest immigrant community. This community is often a somewhat hidden community and is often assumed to be more integrated into mainstream Canadian life due to the fact that many in this community speak English well. This community however faces many barriers and Richmond has very few specific support structures to meet their needs.

Since the formation of the 2004-10 plan, Richmond has developed a more diverse refugee community. Many of these refugees are from Arabic countries, particularly Iran and Iraq, and there are also some from Afghanistan. Richmond also has a fairly well established refugee community from Somalia, that although predates the formation of the 2004- 2010 plan, are still often outside the reach of mainstream services. A major change between 2004-10 has been the emerging of a much more confident and organised Aboriginal community in Richmond. Although this is a small community it is a community that has often been excluded from intercultural planning. The emergence of an organised community allows RIAC to start to rectify that situation.

Although around one third of Richmond is still farmland, much of the City is becoming more densely populated and is taking on the social and physical characteristics of a big city, with all the attached issues that come with that. RIAC has attempted to be aware of this in the formation of this new Strategic Plan.

A positive factor taken into account in this planning process is that between 2004-2010 there has been an increase in the number of agencies offering immigrant settlement assistance and that these agencies are offering a wider and more complex set of services that go beyond usual definitions of settlement. This raises many interesting opportunities for RIAC to form partnerships with this sector. Diversity is much more central to partner organizations with many public/ governmental organisations having their own diversity committees - many of which have been formed on the RIAC Model. Again, this offers the potential for many joint projects and shared learning's. RIAC faces many interesting opportunities due to the changing context at City Hall. Now that the Olympics is over the City has engaged in long term planning, notably corporate visioning, an Official Community Plan (OCP) update and the development of a Social Planning Strategy. All these initiatives offer important and meaningful opportunities for RIAC's involvement and help to shape RIAC's planning context

Evaluation of 2004 - 2010 Intercultural Strategic Plan

Brief Overview of Some 2004- 2010 RIAC Achievements

RIAC has achieved some great successes over the period of the 2004-2010 Strategic Plan. Most of this work was specifically referenced in this outgoing planning document although other projects have developed more organically as circumstances have changed over the six year period. Brief highlights of these achievements have included. Greater details can be found in the annual RIAC reports to City Council .

- The development of a Newcomers Guide for new Richmond residents.
- A number of high profile Civic engagement and dialogue events involving Richmond cultural and faith communities and also Richmond Youth.
- Exploration of barriers to voting and civic engagement for immigrants and visible minorities in Richmond.
- Advising Council on the display of religious symbols and City Hall and working to develop procedures in this area.
- The ongoing showcasing and promotion of partnerships and best practice amongst community agencies working on intercultural projects.
- Providing input on a wide range of City policy and strategy developments including the City of Richmond Parks and Recreation Master Plan, the Official Community Plan update and the Richmond Social Planning Strategy.

Brief Overview of Some 2004-2010 Outstanding Work Program Items.

Key examples of some of the outstanding work items contained in the 2004-2010 Strategic Plan that were not implemented include.

- Researching apprentice type schemes for underemployed immigrants.
- Exploring the feasibility of creating an 'intercultural space'.
- Developing mechanisms to encourage immigrants to apply for stakeholder jobs and run for elected positions.
- The ongoing welcoming of newcomers to Richmond through stakeholder partnerships (e.g. hosting an annual event, writing a welcome letter etc).

Summary and Rationale of 2012-2015 Strategic Planning Process

Guiding Principles for Action

In pursuing this intercultural vision, the following principles are to guide all City and stakeholders' planning, decision-making and service delivery:

- Inclusion: Participation by all sectors of the community is to be invited and encouraged.
- Co-operation: Partnerships are to foster co-operation, rather than competition.
- Collaboration: The interests (e.g., needs, goals, concerns) of all stakeholders are to be considered in decision-making processes.
- Dynamism: Flexibility and adaptability is required to stay alert to emerging needs, issues and opportunities, and being open to new ideas and approaches.
- Integration: Cultural diversity is to be recognized as a core aspect of Richmond life, and the principles of multiculturalism and the vision of interculturalism applied.
- Equity: Strategic initiatives are to be implemented in a manner that is fair to all groups, communities and individuals in need.

City And Stakeholder Intercultural Roles

It is acknowledged that achieving improved intercultural harmony requires full stakeholder participation and that neither the City nor any one stakeholder can achieve it alone.

The City's role:

- emphasizes leadership and facilitation,
- involves using existing City resources, including staff time, and
- is to be accomplished within existing budget levels, unless otherwise approved by Council.

Stakeholders' roles include:

- participation,
- mutual support,
- funding, and
- resource sharing.

Strategic Components

To implement this Strategic Plan, intercultural stakeholders can be guided by the following strategic components:

- Coordination
- Partnerships
- Research
- Information

- Education & Training
- Promotion
- Project Management
- Planning

Strategic Directions

To achieve the Vision set forth in this Plan, the RIAC recommends that the following strategic directions be established and pursued over the next three years by the City and other stakeholders.

1. Address language and information and cultural barriers that interfere with building a welcoming community and ensure that information on City and community activities is available, for newcomers and residents, in a manner that appreciates the needs, communication skills and traditions of different cultural groups.
2. Address the perception and reality of racism and discrimination in the community. Dispel misconceptions related to culture that maintain stereotypes and foster prejudice.
3. Ensure that City and other governmental and stakeholder systems, policies and planning processes are aligned with the Intercultural Vision recommended in this Plan and use 'best practice' methods to make decisions and prevent cross-cultural misunderstanding and antipathy.
4. To support the development and integration of Richmond's immigrants while doing this in a way that respects family and cultural traditions.

Key Overarching Strategic Recommendations

- a) Invite stakeholders to share and find ways to make resources available (e.g., stakeholder staff, volunteers, facilities, equipment, funding) to implement the Strategic Plan and Work Program.

Note: The City will support the implementation of this Strategic Plan and Work Program through its existing contributions, which include providing:

- organizational support for RIAC,
 - staff liaison services to RIAC,
 - space for RIAC meetings, public forums and other RIAC sponsored events, and
 - support offered through various City departments, programs and resources (e.g., communications, recreation programming, community facilities).
- b) Encourage the provision of training for all City and stakeholder staff, particularly staff who interact with the community as part of their role, on attitudes, practices and communication skills that are central to achieving the Intercultural Vision and adhering to the principles set out in this plan.

Strategic Initiatives

In addition, for each strategic direction, specific initiatives are suggested that should be considered for development and implementation by the City and stakeholders in conjunction with the RIAC.

Strategic Direction #1

Address language and information and cultural barriers that interfere with building a welcoming community and ensure that information on City and community activities is available, for newcomers and residents, in a manner that appreciates the needs, communication skills and traditions of different cultural groups.

Indicators of Success

- Richmond residents can communicate and understand in one or both of the official Canadian languages.
- There are no language barriers that are interfering with Richmond being a connected community.
- All Richmond residents have the ability to participate in public life equally.
- Richmond residents and visitors know where to go to get information and assistance.

Suggested RIAC Strategic Actions

- The encouragement of ESL classes across the community.
- The provision of interpretation and translation in welcome centres for newcomers.
- The continuing development, printing distribution translation and updating of the Richmond Newcomers Guide.
- The identification of barriers faced by newcomers and articulation of barriers and needs.
- The encouragement of dialogue discussion with immigrants and all residents.
- The education of newcomers on the principles of multiculturalism.
- Residents becoming ambassadors for cultural diversity in neighbourhoods/schools.
- The acknowledgement of the wide range of abilities of ethnic minorities.
- The education of minority groups in civic life.
- The provision of training in public participation for all groups.

Strategic Direction #2

Address the perception and reality of racism and discrimination in the community. Dispel misconceptions related to culture that maintain stereotypes and foster prejudice.

Indicators of Success

- An inclusive, respectful and harmonious community.
- The reality of racism has been defined and dialogue on the issues carried out.
- Richmond residents have a better understanding and respect for different cultures.
- There is sense of belonging for all residents of Richmond.
- Increased social integration in Richmond.

Suggested RIAC Strategic Actions

- Dialogue session planned and implemented with Richmond residents on racism.
- The supported and implementation of interfaith dialogues.
- The development of programs that focus on commonality rather than difference.
- Celebrate recognised differences while focussing on commonality.
- More intercultural events at community centres and schools.
- The encouragement of employment opportunities for immigrants.
- City Hall and City Facilities becoming a model of 'best practice' in the creation of a multicultural workforce.
- The organising of cultural events to eliminate silos between communities.

Strategic Direction #3

Work to explore potential areas of alignment between the Intercultural Vision recommended in this Plan and other governmental and stakeholder systems, policies and planning processes. Use 'best practice' methods to make decisions and prevent cross-cultural misunderstanding and antipathy.

Indicators of Success

- City Departments are more aware of cultural values and realities
- City and stakeholders organisations are aware and informed of the work of RIAC

- City Advisory Committees are reflective of the community
- City using an intercultural lens' to inform planning processes.

Suggested Specific initiatives

- Informed outreach to immigrant communities.
- RIAC values and vision aligned with City policies and procedures.
- Assist with a review of application processes for City Advisory Committees
- Assist with a review of City staff recruitment practices.
- Review City staff and political support structures for RIAC to ensure maximum RIAC involvement in the setting of City priorities and planning processes.

Strategic Direction #4

To support the development and integration of Richmond's immigrants while doing this in a way that respects family and cultural traditions.

Indicators of Success

- Immigrant families supported to integrate into Richmond
- Multicultural identities supported across and between generations
- Richmond community centres have intergenerational and multicultural programming.
- All Richmond residents are proud to live in Richmond and are proud of the diversity in the community.

Suggested Specific initiatives

- The encouragement of cross-generational programming (e.g.: the roots of empathy)
- RIAC forum with City Parks and Recreation department, School District and youth serving agencies to explore intercultural programming opportunities.
- RIAC encouragement and endorsement of cultural programming to celebrate diversity and cultures and highlight best practice in culturally inclusive programming.
- The creation of a 'Richmond Day', an annual day event to celebrate diversity in the whole of Richmond.

Proposed 2012 - 2015 Work Program

To implement the Intercultural Strategic Plan the following 2012 – 2015 Work Program is proposed.

1. City Council, assisted by RIAC in consultation with stakeholders, will establish annual intercultural priorities and yearly work programs.
2. The RIAC will coordinate and facilitate the implementation of approved work programs.
3. The purpose of the following management matrix is to guide the implementation of the Strategic Plan. This matrix outlines the suggested actions to be undertaken by RIAC and the City, and identifies stakeholders for each strategic direction and specific initiative. Additional partners will be identified over time.
4. To implement the 2012 - 2015 Work Program, RIAC will:
 - Assist the Richmond community to build its capacity (e.g., awareness, consensus and commitment) for intercultural harmony.
 - Provide information, options and recommendations to the City and other stakeholders.
 - Recommend annual priorities and initiatives to the City and other stakeholders.
 - Develop achievable work programs including, as applicable:
 - Identifying existing resources,
 - Establishing partnerships,
 - Applying for funding from diverse sources, and
 - If additional stakeholder resources are required, seeking approval through their annual budget review processes.
5. In 2012 the RIAC will:
 - Distribute the 2012 - 2015 Richmond Intercultural Strategic Plan and Work Program widely.
 - Meet with a wide range of stakeholders to build awareness, consensus and commitment for stakeholders participation in implementing the Plan and Work Program.
 - Encourage a wide range of stakeholders to participate.
 - Recommend short, medium and long-term goals to stakeholders.
 - Identify priority initiatives for RIAC to pursue in 2012/15.
6. The 2012 - 2015 Work Program will be amended as necessary.
7. The RIAC will report progress to Council annually, or as necessary.

Strategic Areas and Specific Initiatives	Stakeholders*									
	Proposed RIAC Actions**	Possible City Actions***	RCMP, Fire & Rescue****	Other levels of govt.	NGOs	Local, Ethnic Media	Business	Comm Assoc	Religious/ Ethnocult. Groups	SD38
Strategic Direction #1 – Address language and information and cultural barriers										
The encouragement of ESL classes across the community	RIAC to bring stakeholders together to identify gaps in ESL provision	Assistance with facilitation of discussion			✓		✓			✓
The provision of interpretation and translation in welcome centres for newcomers	Exploratory meeting held with immigrant serving	City to assist with facilitation/ communication with immigrant serving agencies			✓				✓	✓
The continuing development, printing distribution translation and updating of the Richmond Newcomers Guide	Guide reprinted in English Chinese and Tagalog versions		✓	✓	✓	✓	✓	✓	✓	✓
	Funding options explored for Punjabi version of the guide	City to devise process for ongoing updating of the guide	✓	✓	✓	✓	✓	✓	✓	✓
The identification of barriers faced by newcomers - articulation of barriers and needs	RIAC to explore partnerships and concept of annual new immigrants clinic	Assistance with the facilitation of interagency discussion			✓				✓	✓

* ✓ Means stakeholder involvement will be sought, including providing resources (e.g., support, volunteer/staff time, ideas, facilities, funding, programs).

** RIAC's role will be to facilitate, coordinate, promote, etc. as the case may be.

*** Resources that the City may contribute are limited and may include staff time, materials, funding, meeting space, subject to Council approval.

**** Richmond Fire Rescue is part of the Law and Community Safety Department of the City of Richmond, but has been listed as a separate partner in this plan due to their wide ranging and detailed diversity commitments.

Strategic Areas and Specific Initiatives	Stakeholders*									
	Proposed RIAC Actions**	Possible City Actions***	RCMP, Fire & Rescue****	Other levels of govt.	NGOs	Local, Ethnic Media	Business	Comm Assoc	Religious/ Ethnocult. Groups	SD38
The encouragement of dialogue and discussion with immigrants on involvement in civic life	RIAC to work with partners to devise lecture series on principles of multiculturalism	Assistance to RIAC in devising content and with logistics	✓		✓	✓			✓	✓
	Civic education program devised and implemented	Assistance in identifying civic education priorities	✓	✓	✓				✓	✓
The provision of training in public participation	RIAC Program devised to encourage immigrants to become ambassadors for diversity in neighbourhood schools	Liaison assistance with community partners and SD38			✓				✓	✓
	RIAC to partner on a skills forum/workshop on public participation	Assistance with facilitation and organisation of any planned event	✓		✓				✓	✓
Strategic Direction #2 - Address the perception and reality of racism & dispel cultural misconceptions and stereotypes.										
Dialogue on racism implemented with Richmond residents	RIAC to facilitate a dialogue on racism/ hold a public workshop	Assistance with facilitation and organisation of any planned event	✓	✓	✓				✓	
The support and implementation of interfaith dialogues	RIAC to dialogue with partners to identify opportunities for creating interfaith dialogue or supporting existing programs	Liaison assistance with community partners/logistical support			✓				✓	

Strategic Areas and Specific Initiatives	Stakeholders*									
	Proposed RIAC Actions**	Possible City Actions***	RCMP, Fire & Rescue****	Other levels of govt.	NGOs	Local, Ethnic Media	Business	Comm Assoc	Religious/ Ethnocult. Groups	SD38
The development of programs that focus on commonality rather than difference and the organising of cultural events to eliminate silos between communities	RIAC to meet with City Parks and Rec programmers to discuss intercultural programming opportunities	Organisational assistance	✓		✓			✓		✓
More intercultural events at community centres and schools	Liaison with SD38 and other relevant community partners	City Staff assistance with facilitation role						✓	✓	✓
The encouragement of employment opportunities for immigrants-City Hall and City Facilities becoming a model of 'best practice' in the creation of a multicultural workforce.	Plan and implement a workshop on recruitment 'best practice'	City Staff to assist RIAC in their facilitation role	✓							
Strategic Direction #3 - Explore RIAC Vision areas of alignment between governmental policies and planning processes.										
Informed outreach to immigrant communities.	RIAC outreach event to immigrant communities on key identified City policies/ planning processes	City staff to work with RIAC members to plan outreach event and provide information	✓		✓	✓			✓	✓
Intercultural values and vision reflected in City policies and procedures.	Review of City policies and procedures	City staff to work with RIAC to facilitate this process.	✓							
	Ensure appropriate RIAC involvement in the setting of City priorities and planning processes.	City staff to work with RIAC to facilitate this process.	✓							

Strategic Areas and Specific Initiatives	Stakeholders*									
	Proposed RIAC Actions**	Possible City Actions***	RCMP, Fire & Rescue****	Other levels of govt.	NGOs	Local, Ethnic Media	Business	Comm Assoc	Religious/ Ethnocult. Groups	SD38
Review application processes for RIAC	Work with City staff to review membership and application process of RIAC	City staff to work with RIAC to facilitate this process.								
Strategic Direction #4 - To support the development and integration of Richmond's immigrants while doing this in a way that respects family and cultural traditions.										
The encouragement of cross-generational and intercultural programming (e.g.: the roots of empathy- encouragement and endorsement of cultural programming to celebrate diversity and cultures and highlight best practice in culturally inclusive programming.	RIAC forum with City Parks and Recreation department, Community Services Department, School District and youth serving agencies to explore intercultural and cross-generational programming opportunities.	City staff take a liaison role and assist with event planning.	✓		✓			✓	✓	
	The creation of a 'Richmond Day', an annual day event to celebrate diversity in the whole of Richmond.	City staff to explore this concept with appropriate partners.	✓		✓			✓	✓	

PLN - 52



City of Richmond
Planning and Development Department

Report to Committee
Fast Track Application

To: Planning Committee
From: Brian J. Jackson
Director of Development
Date: January 11, 2012
File: RZ 11-594227
Re: Application by Jagtar & Shingara Kandola for Rezoning at 10580 River Drive
from Single Family (RS1/D) to Single Detached (RS2/C)

Staff Recommendation

That Bylaw No. 8849, for the rezoning of 10580 River Drive from "Single Family (RS1/D)" to "Single Detached (RS2/C)", be introduced and given first reading.

Brian J. Jackson
Director of Development

BJ:es
Att.

FOR ORIGINATING DEPARTMENT USE ONLY		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Affordable Housing	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	

Item	Details
Application	RZ 11-594227
Location	10580 River Drive
Owner	Jagtar & Shingara Kandola
Applicant	Jagtar & Shingara Kandola

Date Received	November 14, 2011
Acknowledgement Letter	November 25, 2011
Fast Track Compliance	January 4, 2012
Staff Report	January 11, 2012
Planning Committee	February 7, 2012

Site Size	1392.13 m ² (14,985.3 ft ²)
Land Uses	Existing – One (1) single detached dwelling
	Proposed – Two (2) single detached lots, each 696.1m ² (7,493 ft ²)
Zoning	Existing – Single Detached (RS1/D)
	Proposed – Single Detached (RS2/C)
Planning Designations	<ul style="list-style-type: none"> • Official Community Plan (OCP) Generalized Land Use Map designation – “Neighbourhood Residential”. • Bridgeport Area Plan Land Use Map – “Residential (Single-Family)”. • Lot Size Policy 5448 (adopted by Council in 1991) – permits rezoning and subdivision of lots fronting River Drive in accordance with the provisions of Single Detached (RS2/C) (Attachment 2). The current proposal would create two (2) lots, each approximately 696.1m² (7,493 ft²). • Aircraft Noise Sensitive Development Policy – The subject site is located within the Aircraft Noise Sensitive Development (ANSD) Policy Area within a designation (Area 2) that permits new single-family development that is supported by an existing Lot Size Policy. As a condition of rezoning, the applicant is required to register a restrictive covenant on Title to address aircraft noise mitigation and public awareness. <p><i>This application conforms with applicable land use designations and policies.</i></p>

<p>Surrounding Development</p>	<ul style="list-style-type: none"> • The subject property is located on the south side of River Drive, between McLennan Avenue and Shell Road, in an established residential neighbourhood consisting of predominantly older single detached dwellings on larger lots. • Development immediately surrounding the subject lot is as follows: <ul style="list-style-type: none"> ○ To the north across River Drive is a lot recently rezoned to "Residential Mixed Use Commercial (ZMU17)" and "School and Institutional Use (SI)" to develop a mixed use commercial/residential development consisting of duplexes, townhouses, and condominiums. ○ To the east is a single detached dwelling zoned "Single Detached (RS1/D)"; ○ To the south is a single detached dwelling zoned "Single Detached (RS1/D)" and a single detached dwelling zoned "Single Detached (RS1/B)"; ○ To the west is a single detached dwelling zoned "Single Detached (RS1/D)".
<p>Staff Comments</p>	<p><u>Background</u></p> <p>A Development Application Data Sheet providing details about the development proposal is attached (Attachment 3).</p> <p><u>Trees & Landscaping</u></p> <ul style="list-style-type: none"> • A Certified Arborist's Report was submitted by the applicant, which identifies tree species, assesses the condition of trees, and provides recommendations on tree retention and removal relative to the development proposal. The Report identifies and assesses: <ul style="list-style-type: none"> - Seven (7) bylaw-sized trees on the subject property; and - Two (2) bylaw-sized trees on neighbouring properties. • The City's Tree Preservation Coordinator reviewed the Arborist's Report and conducted a Visual Tree Assessment. The City's Tree Preservation Coordinator concurs with the Arborist's recommendation to: <ul style="list-style-type: none"> - Remove and replace Trees #1, #4 & #7 as they are in very poor condition and exhibit significant structural defects.

Staff Comments (Continued)

- Remove and replace Trees #2 and #3 as they are in marginal condition, have grown together as a hedgerow, and are in conflict with the proposed development.
- Retain and protect the two (2) bylaw-sized trees on the neighbouring properties to the southwest (Trees # 8 and #9 located at 10475 and 10491 Gilmore Crescent). Tree protection fencing is required to be installed 1.2 m from the south and west property lines.
- In addition, the City's Tree Preservation Coordinator recommends the following:
 - Retain and protect Trees #5 and #6, as they are both significant in size, in excellent condition, and are the tallest in the neighbourhood. The retention of these trees will have no impact on the building configuration of the western lot, however, any proposed building configuration on the eastern lot will require the rear half of the building to be set back a minimum of 5 m from the trees.
 - Retain and protect the undersized Monkey Puzzle tree located in the front yard, which is in excellent condition.

Tree protection fencing must be installed to City standard prior to demolition of the existing dwelling on-site and must remain in place until construction and landscaping on the future lots is completed.

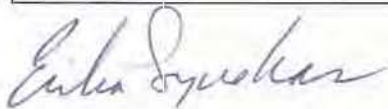
The final Tree Retention Plan is included in **Attachment 4**.

- Based on the 2:1 replacement ratio goal in the OCP, and the size requirements for replacement trees in the City's Tree Protection Bylaw, a total of ten (10) replacement trees are required to be planted and maintained on the future lots.
- Considering the effort to be taken by the applicants to retain Trees #5 & #6 which will affect the design of the dwelling on the proposed eastern lot, as well as the undersized Monkey Puzzle tree, staff recommend only six (6) replacement trees with the following sizes be required:

# Replacement Trees	Min. calliper of deciduous tree	or	Min. height of coniferous tree
2	9 cm		5 m
2	10 cm		5.5 m
2	11 cm		6 m

Staff Comments (Continued)	<ul style="list-style-type: none"> • A Landscaping Security in the amount of \$3,000 (\$500/tree) is required to ensure that the proposed number of replacement trees are planted and maintained. • To ensure the survival of protected trees, the applicant must submit the following prior to rezoning adoption: <ul style="list-style-type: none"> • A Contract with a Certified Arborist for on-site supervision of all works to be conducted at development stage within close proximity to the tree protection zones of trees to be retained. The Contract must include the proposed number of site monitoring inspections (e.g. demolition, excavation, perimeter drainage etc.), as well as a provision for the Arborist to submit a post-construction impact assessment report for the City to review; and • A Tree Survival Security to the City in the amount of \$4,000 (\$500/tree) to ensure that on-site trees (Trees #5 & #6 and the undersized Monkey Puzzle tree) and off-site trees (Trees# 8 & #9) will be protected. The City will release 90% of the security after construction and landscaping on the future lots are completed, inspections are approved, and an acceptable post-construction impact assessment report is received. The remaining 10% of the security would be released one year later subject to inspection. <p><u>Affordable Housing</u></p> <ul style="list-style-type: none"> • Richmond's Affordable Housing Strategy requires a suite on 50% of new lots, or a cash-in-lieu contribution of 1.00/ft² of total building area towards the City's Affordable Housing Reserve Fund for single-family rezoning applications. • The applicant proposes to provide a cash-in-lieu contribution. The voluntary contribution would be required to be submitted prior to final adoption of the rezoning bylaw, and would be based on \$1.00/ft² of total building area of the single detached dwellings (i.e. \$6,996). • Should the applicant change their mind about the Affordable Housing option selected prior to final adoption of the rezoning bylaw, the City will accept a proposal to build a secondary suite on one (1) of the two (2) future lots at the subject site. To ensure that a secondary suite is built to the satisfaction of the City in accordance with the Affordable Housing Strategy, the applicant is required to enter into a legal agreement registered on Title as a condition of rezoning, stating that no final Building Permit inspection will be granted until a secondary suite is constructed to the satisfaction of the City, in accordance with the BC Building Code and the City's Zoning Bylaw. This agreement would be discharged from Title (at the initiation of the applicant) on the lot where the secondary
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Staff Comments (Continued)	<p>suite is not required by the Affordable Housing Strategy after the requirements are satisfied.</p> <p><u>Flood Management</u> Registration of a flood indemnity covenant on Title is required prior to final adoption of the rezoning bylaw.</p> <p><u>Site Servicing & Vehicle Access</u> There are no servicing concerns with rezoning.</p> <p>A covenant registered on title for the purpose of ensuring that the vehicular access and parking areas on the properties are designed in such a way that a vehicle may exit from the property without the necessity of backing into the street is required. The covenant will require a minimum front setback of 9 m to accommodate the above purpose.</p> <p><u>Subdivision</u> At future Subdivision stage, the applicant will be required to pay Development Cost Charges (City and GVS & DD), School Site Acquisition Charge, Address Assignment Fee, and Servicing Costs.</p>
Analysis	This redevelopment proposal is consistent with Lot Size Policy 5448 as the property is intended to be subdivided into two (2) lots, each approximately 14.28 m wide.
Attachments	<p>Attachment 1 – Location Map/Aerial Photo</p> <p>Attachment 2 – Lot Size Policy 5448</p> <p>Attachment 3 – Development Application Data Sheet</p> <p>Attachment 4 – Tree Retention Plan</p>
Recommendation	This rezoning application to permit subdivision of an existing large lot into two (2) smaller lots complies with all applicable land use designations and policies and is consistent with the direction of redevelopment currently on-going in the surrounding area. On this basis, staff support the application.



Erika Syvokas
Planning Technician
(604-276-4108)

ES:rg

Prior to final adoption of Zoning Amendment Bylaw 8849, the developer is required to complete the following:

1. Submission of a Landscaping Security to the City in the amount of \$3,000 (\$500/tree), for the planting and maintenance of six (6) replacement trees with the following minimum calliper sizes/heights:

# Replacement Trees	Min. calliper of deciduous tree	or	Min. height of coniferous tree
2	9 cm		5 m
2	10 cm		5.5 m
2	11 cm		6 m

2. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any works to be conducted within the Tree Protection Zone of on-site trees to be retained (Trees #5 & #6 and the undersized Monkey Puzzle tree) and the off-site trees to be protected (Trees #8 & #9) located on the neighbouring properties (10475 & 10491 Gilmore Cr). The Contract must include the scope of work to be undertaken, including: the proposed number of site monitoring inspections (e.g. demolition, excavation, perimeter drainage etc.) and a provision for the Arborist to submit a post-construction impact assessment report to the City for review.
3. Submission of a Tree Survival Security to the City in the amount of \$4,000 to ensure that on-site trees (Trees # 5 & #6 and the undersized Monkey Puzzle tree) and off-site trees (Trees #8 & #9) are protected. The City will release 90% of the security after construction and landscaping on the future lots are completed, inspections are approved, and an acceptable post-construction impact assessment report is received. The remaining 10% of the security would be released one (1) year later subject to inspection.
4. The City's acceptance of the applicant's voluntary contribution of \$1.00 per buildable square foot of the single-family developments (\$6,996) to the City's Affordable Housing Reserve Fund.

Note: Should the applicant change their mind about the Affordable Housing option selected prior to final adoption of the Rezoning Bylaw, the City will accept a proposal to build a secondary suite on one (1) of the two (2) future lots at the subject site. To ensure that a secondary suite is built to the satisfaction of the City in accordance with the Affordable Housing Strategy, the applicant is required to enter into a legal agreement registered on Title as a condition of rezoning, stating that no final Building Permit inspection will be granted until a secondary suite is constructed to the satisfaction of the City, in accordance with the BC Building Code and the City's Zoning Bylaw.

5. Registration of a covenant on title for the purpose of ensuring that the vehicular access and parking areas on the properties are designed in such a way that a vehicle may exit from the property without the necessity of backing into the street. The covenant will require a minimum front setback of 9 m to accommodate the above purpose.
6. Registration of a flood indemnity covenant on Title.
7. Registration of an aircraft noise sensitive covenant on Title.

At demolition stage*, the applicant will be required to:

- Install Tree Protection Fencing around trees to be retained on-site (Trees # 5 & #6 at 5 m from the base of the trees, as well as the undersized Monkey Puzzle tree at 1.2 m from the base of the tree) and around off-site trees to be protected (Trees # 8 & #9 at 1.2 m from the south and west property lines).

- Tree protection fencing must be installed to City standard prior to demolition of the existing dwelling on-site and must remain in place until construction and landscaping on the future lots is completed.

At subdivision stage*, the developer will be required to:

- Pay Development Cost Charges (City and GVS & DD), School Site Acquisition Charge, Address Assignment Fee, and servicing costs.

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.

[Signed original on file]

Signed _____

Date _____

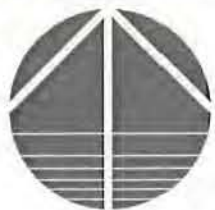
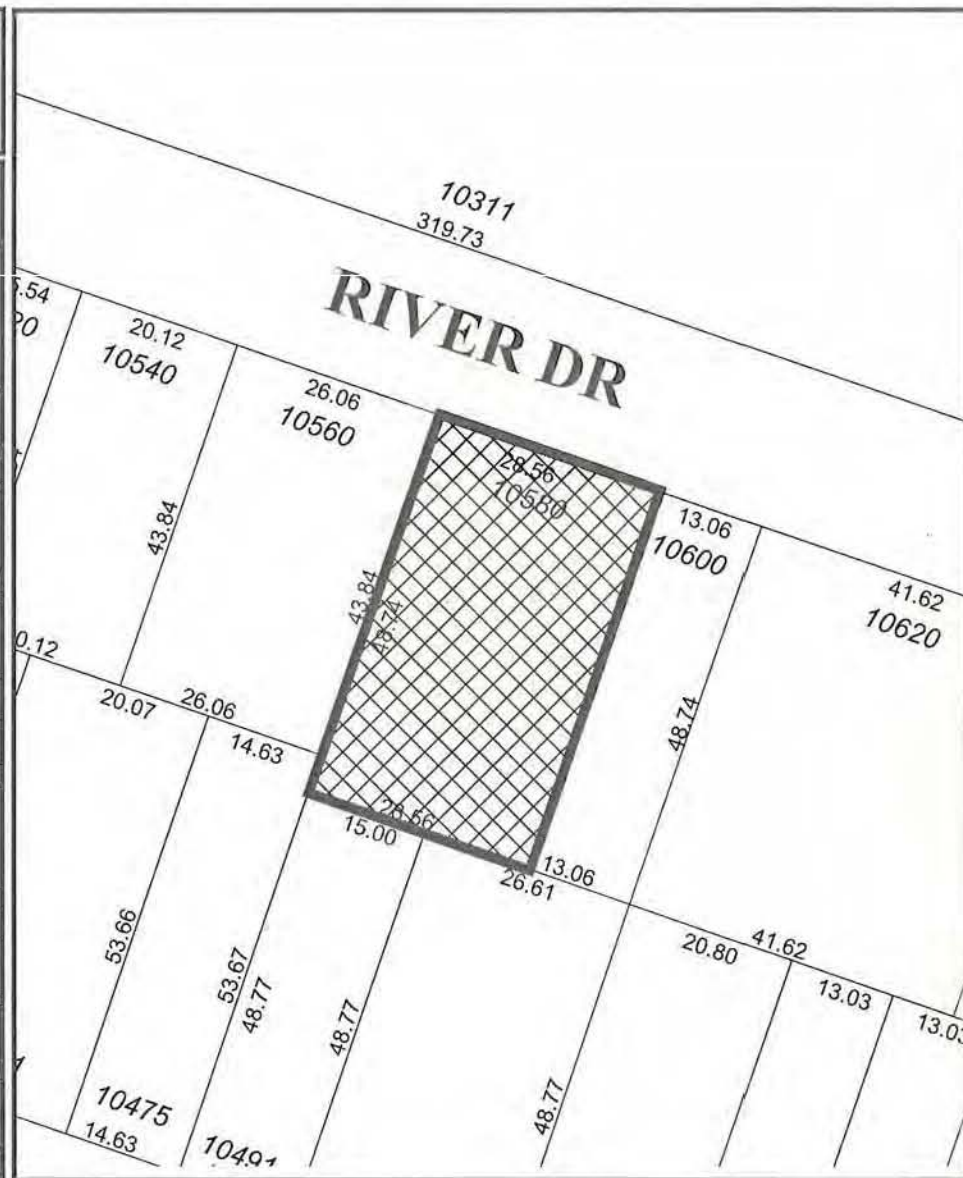
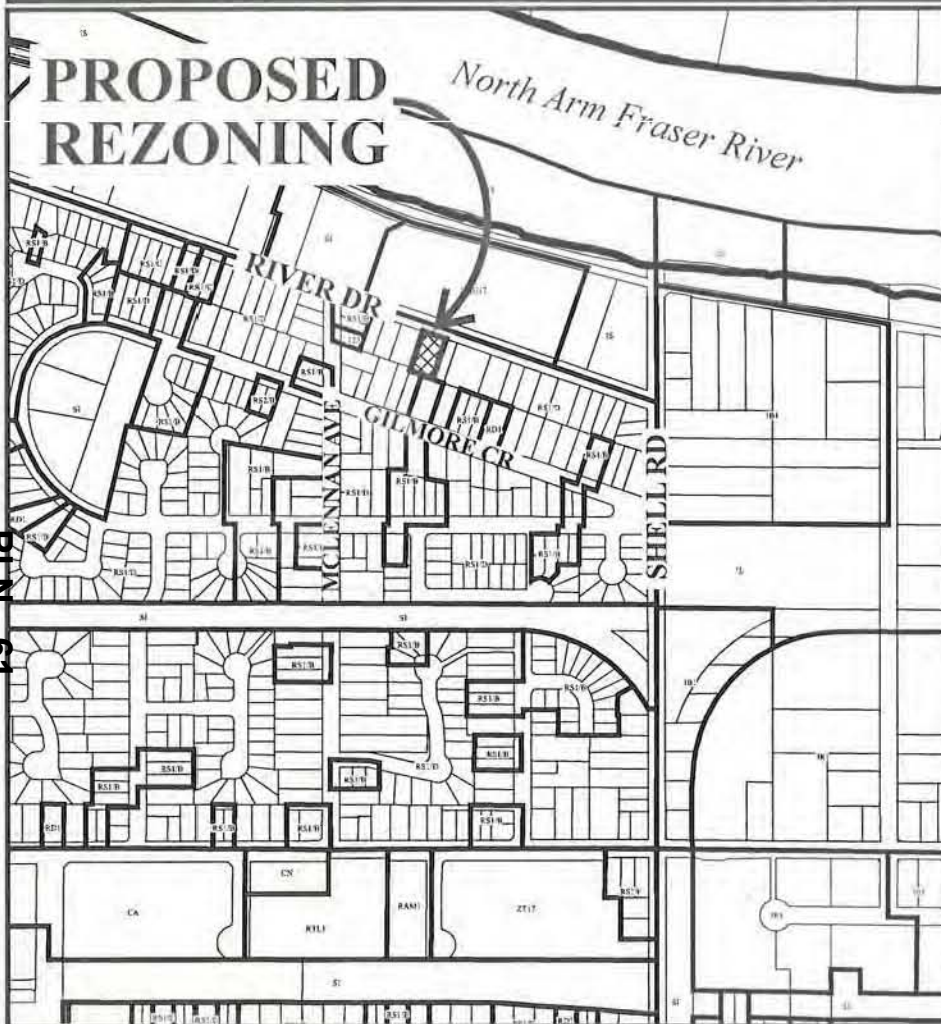


City of Richmond

PROPOSED REZONING

North Arm Fraser River

PLN - 61

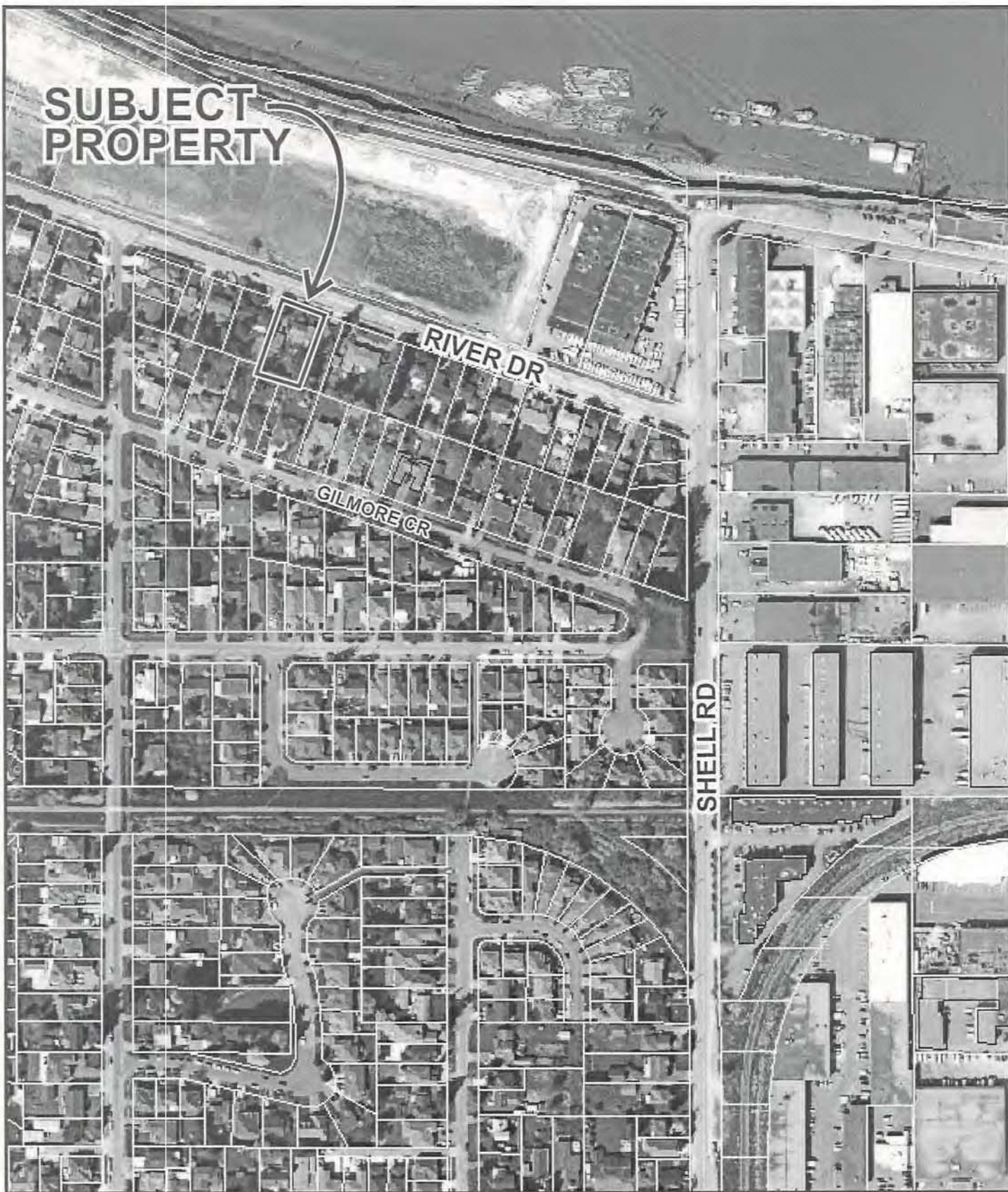


RZ 11-594227

Original Date: 11/16/11

Revision Date: 11/21/11

Note: Dimensions are in METRES



RZ 11-594227

Original Date: 11/17/11

Amended Date:

Note: Dimensions are in METRES



City of Richmond

Policy Manual

Page 1 of 2

Adopted by Council: September 16, 1991

POLICY 5448

File Ref: 4045-00

SINGLE-FAMILY LOT SIZE POLICY IN QUARTER-SECTION 23-5-6

POLICY 5448:

The following policy establishes lot sizes in a portion of Section 23-5-6, bounded by the **Bridgeport Road, Shell Road, No. 4 Road and River Drive:**

That properties within the area bounded by Bridgeport Road on the south, River Drive on the north, Shell Road on the east and No. 4 Road on the west, in a portion of Section 23-5-6, be permitted to subdivide in accordance with the provisions of Single-Family Housing District (R1/B) in Zoning and Development Bylaw 5300, with the following provisions:

- (a) Properties along Bridgeport Road and Shell Road will be restricted to Single-Family Housing District (R1/D) unless there is lane or internal road access in which case Single-Family Housing District (R1/B) will be permitted,
- (b) Properties along No. 4 Road and River Drive will be restricted to Single-Family Housing District (R1/C) unless there is lane or internal road access in which case Single-Family Housing District (R1/B) will be permitted;

and that this policy, as shown on the accompanying plan, be used to determine the disposition of future single-family rezoning applications in this area, for a period of not less than five years, unless changed by the amending procedures contained in the Zoning and Development Bylaw.



Subdivision permitted as per R1/B except:

1. River Drive: **R1/C** unless there is a lane or internal road access, then **R1/B**.
2. Shell Road: **R1/D** unless there is a lane or internal road access, then **R1/B**.
3. No. 4 Road: **R1/C** unless there is a lane or internal road access then **R1/B**.
4. Bridgeport Road: **R1/D** unless there is a lane or internal road access then **R1/B**.



POLICY 5448 SECTION 23, 5-6

Adopted Date: 09/16/91

Amended Date:



City of Richmond

6911 No. 3 Road
Richmond, BC V6Y 2C1
www.richmond.ca
604-276-4000

Development Application Data Sheet

RZ 11-594227

Attachment 3

Address: 10580 River Drive

Applicant: Jagtar & Shingara Kanola

Planning Area(s): Bridgeport

	Existing	Proposed
Owner:	Jagtar & Shingara Kanola	To be determined
Site Size (m ²):	1392.13 m ² (14,985.3 ft ²)	Two (2) single detached lots, each 696.1m ² (7,493 ft ²)
Land Uses:	One (1) single detached dwelling	Two (2) single detached dwellings
OCP Designation:	• Generalized Land Use Map – Neighbourhood Residential	No change
Area Plan Designation:	Bridgeport Area Plan Land Use Map – “Residential (Single-Family)”	No change
702 Policy Designation:	Lot Size Policy 5448 (adopted by Council in 1991) – permits rezoning and subdivision of properties fronting River Drive in accordance with the provisions of “Single Detached (RS2/C)”.	No change
Zoning:	Single Detached (RS1/D)	Single Detached (RS2/C)

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.55	Max. 0.55	none permitted
Lot Coverage – Building:	Max. 45%	Max. 45%	none permitted
Lot Size (min. dimensions):	360 m ²	Two (2) lots, each approx. 696.1m ² (7,493 ft ²)	none
Setback – Front Yard & Rear Yards (m):	Min. 6.0 m	6.0 m Min.	none
Setback – Side Yard (m):	Min. 1.2 m	Min. 1.2 m	none
Height (m):	2.5 storeys	2.5 storeys	none

Other: Tree replacement compensation required for loss of significant trees.

not to be used to define boundaries

scale 1/400
METRESSurvey Certificate
for

ELEVATIONS AND TREES ON LOT 126

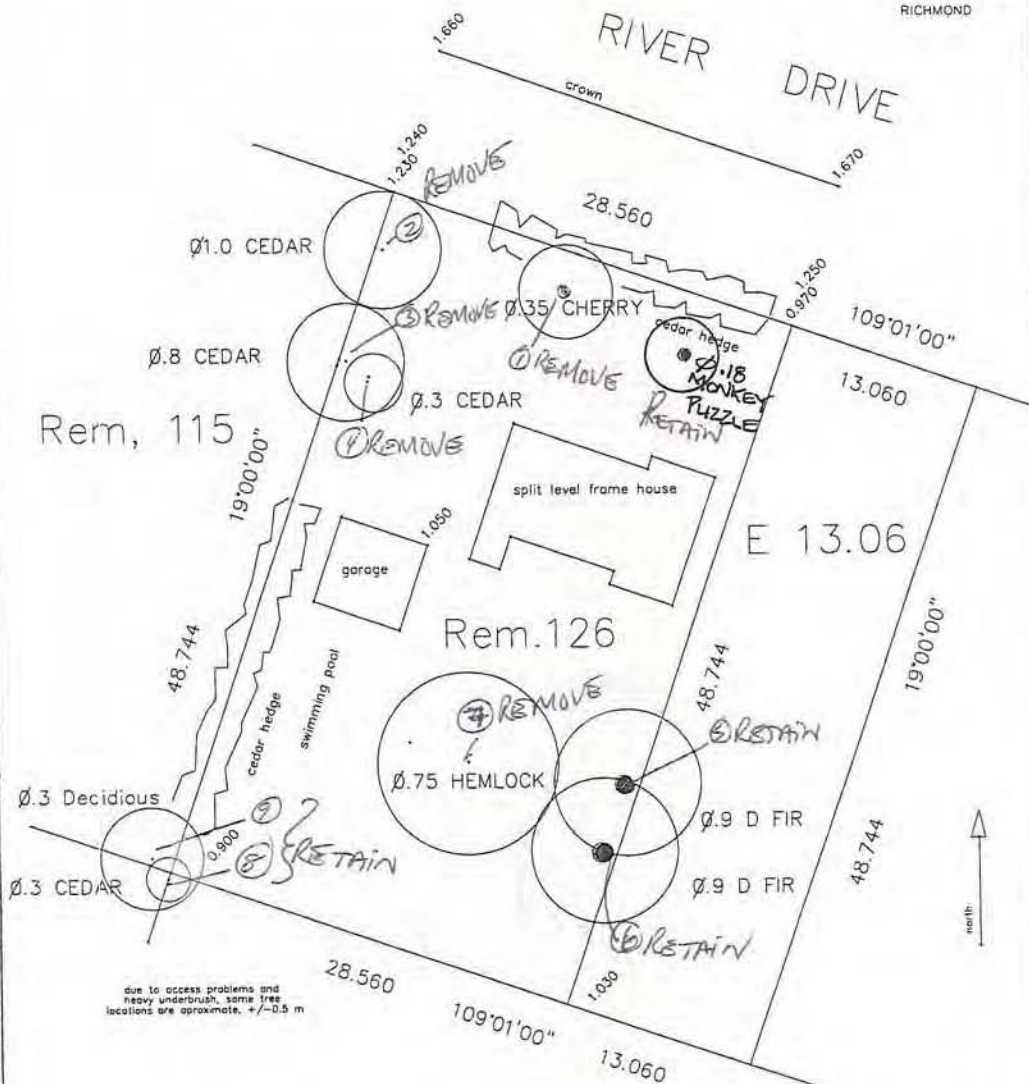
(except East 13.06m) TREE RETENTION PLAN

SECTION 23 Blk.5N Rge.6W

NWD PLAN 27707

civic address
10580 RIVER DRIVE
RICHMOND

© C. James B.C.L.S. 2011



due to access problems and heavy underbrush, some tree locations are approximate, +/- 0.5 m

Christopher J. James
British Columbia Land Surveyor
2822 Gordon Avenue
Surrey B.C. V4A 3J4
604-535-3261

certified correct

this 28 day of OCTOBER
2011

B.C.L.S.

this document is not valid unless originally signed and sealed

file 8912



**Richmond Zoning Bylaw 8500
Amendment Bylaw 8849 (RZ 11-594227)
10580 RIVER DRIVE**

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/C)**.

P.I.D. 008-924-961

Lot 126 EXCEPT: THE EASTERLY 13.06 METRES Section 23 Block 5 North Range 6
West New Westminster District Plan 27707

2. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 8849”**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER DEVELOPMENT REQUIREMENTS SATISFIED

ADOPTED

CITY OF RICHMOND
APPROVED by 
APPROVED by Director or Solicitor 

MAYOR

CORPORATE OFFICER



To: Planning Committee

Date: January 4, 2012

From: Brian J. Jackson, MCIP
Director of Development

File: RZ 11-587549

Re: Application by Robert Kirk for Rezoning at 11291 Williams Road from Single Detached (RS1/E) to Compact Single Detached (RC2)

Staff Recommendation

That Bylaw No.8852, for the rezoning of 11291 Williams Road from "Single Detached (RS1/E)" to "Compact Single Detached (RC2)", be introduced and given first reading.

Brian J. Jackson, MCIP
Director of Development

ES:blg
Att.

FOR ORIGINATING DEPARTMENT USE ONLY		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Affordable Housing	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	

Staff Report

Origin

Robert Kirk has applied to the City of Richmond for permission to rezone 11291 Williams Road from Single Detached (RS1/E) to Compact Single Detached (RC2) in order to permit the property to be subdivided into two (2) single-family lots with vehicle access from the existing rear lane (**Attachment 1**).

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is attached (**Attachment 2**).

Surrounding Development

The subject property is located on the north side of Williams Road, between Shell Road and Seacote Road, in an established residential neighbourhood consisting of a mix of older single detached dwellings on larger lots and new single detached dwellings on small lots.

To the north, facing Seaton Road, are two (2) single detached dwellings zoned “Single Detached (RS1/E)”;

To the east, is a new single detached dwelling zoned “Compact Single Detached (RC1)”;

To the south, across Williams Road, are two (2) single detached dwellings zoned “Single Detached (RS1/E)”;

To the west, is a single detached dwelling zoned “Single Detached (RS1/K)”.

Related Policies & Studies

Official Community Plan (OCP) Designation

The Official Community Plan’s (OCP) Generalized Land Use Map designation for this property is “Neighbourhood Residential”. The Specific Land Use Map designation for this property is “Low Density Residential”. This redevelopment proposal is consistent with these designations.

Lot Size Policy

The subject property does not fall within a Lot Size Policy area.

Staff Comments

Trees & Landscaping

A Certified Arborist’s Report was submitted by the applicant, which identifies tree species, assesses the condition of trees, and provides recommendations on tree retention and removal relative to the development proposal. The Report identifies and assesses:

- Two (2) bylaw-sized trees located on the subject property; and

- Two (2) bylaw-sized trees and one (1) undersized tree located on City-owned property along the Williams Road frontage.

The City's Tree Preservation Coordinator has reviewed the Arborist's Report and conducted a Visual Tree Assessment (VTA). The City's Tree Preservation Coordinator concurs with the Arborist's recommendation to:

- Remove and replace the two (2) bylaw-sized trees (Tree #972 & #973) located on the subject property which are in poor condition. Tree #972 is located under a 3-phase power line and as a result, has been severely topped by BC Hydro contractors. Tree #973 has also been topped and as a result, has developed a large decay pocket at the main branch union. Replacement trees should be located away from the power lines.
- Retain the three (3) trees (Trees A, B & C) located on City property as they are all in good condition. As all three (3) trees are located in a concrete sidewalk, tree protection barriers are not required.

The final Tree Retention Plan is included in **Attachment 3**.

Based on the 2:1 replacement ratio goal in the Official Community Plan (OCP), and the size requirements for replacement trees in the City's Tree Protection Bylaw, a total of 4 (four) replacement trees of the following sizes are required to be planted and maintained on the future lots:

No. of Replacement Trees	Minimum Caliper of Deciduous Tree	or	Minimum Height of Coniferous Tree
2	8 cm		4 m
2	10 cm		5.5 m

As a condition of rezoning, the applicant must submit a Landscape Plan, prepared by a Registered Landscape Architect, along with a Landscaping Security (100% of the cost estimate provided by the Landscape Architect, including installation costs) to ensure that the replacement trees will be planted and the front yards of the future lots will be enhanced.

Affordable Housing

Richmond's Affordable Housing Strategy requires a suite on 50% of new lots, or a cash-in-lieu contribution of 1.00/ft² of total building area towards the City's Affordable Housing Reserve Fund for single-family rezoning applications.

The applicant proposes to provide a legal secondary suite on one (1) of the two (2) future lots at the subject site. To ensure that the secondary suite is built to the satisfaction of the City in accordance with the City's Affordable Housing Strategy, the applicant is required to enter into a legal agreement registered on Title, stating that no final Building Permit inspection will be granted until the secondary suite is constructed to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw. This legal agreement is required prior to rezoning adoption. This agreement will be discharged from Title (at the initiation of the applicant) on the lot where the secondary suite is not required by the Affordable Housing Strategy after the requirements are satisfied.

Should the applicant change their mind prior to rezoning adoption about the affordable housing option selected, a voluntary contribution to the City's Affordable Housing Reserve Fund in-lieu of providing the secondary suite will be accepted. In this case, the voluntary contribution would be required to be submitted prior to final adoption of the rezoning bylaw, and would be based on \$1.00/ft² of total building area of the single detached dwellings (i.e. \$4,207).

Floodplain Management

In accordance with the City's Flood Management Strategy, the minimum allowable elevation for habitable space is 2.9 m GSC or 0.3 m above the highest crown of the adjacent road.

Registration of a flood indemnity covenant on Title is required prior to final adoption of the rezoning bylaw.

Site Servicing & Vehicle Access

There are no servicing concerns with rezoning.

Vehicular access to Williams Road is not permitted in accordance with Bylaw 7222. Access to the site at future development stage is to be from the existing rear lane only.

Subdivision

Prior to approval of the Subdivision, the developer will be required to pay Development Cost Charges (City and GVS & DD), cash-in-lieu for future lane upgrading, School Site Acquisition Charge, Address Assignment Fee, and servicing costs.

A 2 m utility Statutory Right-of-Way may be required along the entire frontage on Williams Road to accommodate storm inspection chambers and water meter boxes.

Analysis

This rezoning application complies with the City's Lane Establishment and Arterial Road Redevelopment Policies since it is an infill development proposal on an arterial road with vehicle access to and from the proposed rear lane. The potential exists for other lots on this side of Francis Road to redevelop consistent with these policies.

Financial Impact or Economic Impact

None.

Conclusion

This rezoning application to permit subdivision of an existing large lot into two (2) smaller lots complies with all applicable land use designations and policies contained within the OCP, and is consistent with the established pattern of redevelopment in the neighbourhood.

The list of rezoning conditions is included as **Attachment 4**, which has been agreed to by the applicant (signed concurrence on file).

On this basis, staff recommend support for the application.

A handwritten signature in cursive script, appearing to read "Erika Syvokas".

Erika Syvokas
Planning Technician
604-276-4108

ES:blg

- Attachment 1: Location Map/ Aerial Photo
- Attachment 2: Development Application Data Sheet
- Attachment 3: Tree Retention Plan
- Attachment 4: Rezoning Considerations Concurrence



City of Richmond

PLN - 74



32.31		32.31		32.31		32.31	
20.73		20.73		20.73		21.30	
10.08	10.08	10.08	20.15	10.08	10.08	20.	
32.33		32.32		32.33	32.33	32.33	
11251	11271	11273	11291	11311	11315	11	
10.08	10.08	10.08	20.15	10.08	10.08	20.	
WILLIAMS RD							
10.06	10.06	20.12	20.12	20.12			
11260	11268	11280	11300	11320			
53	54			3			

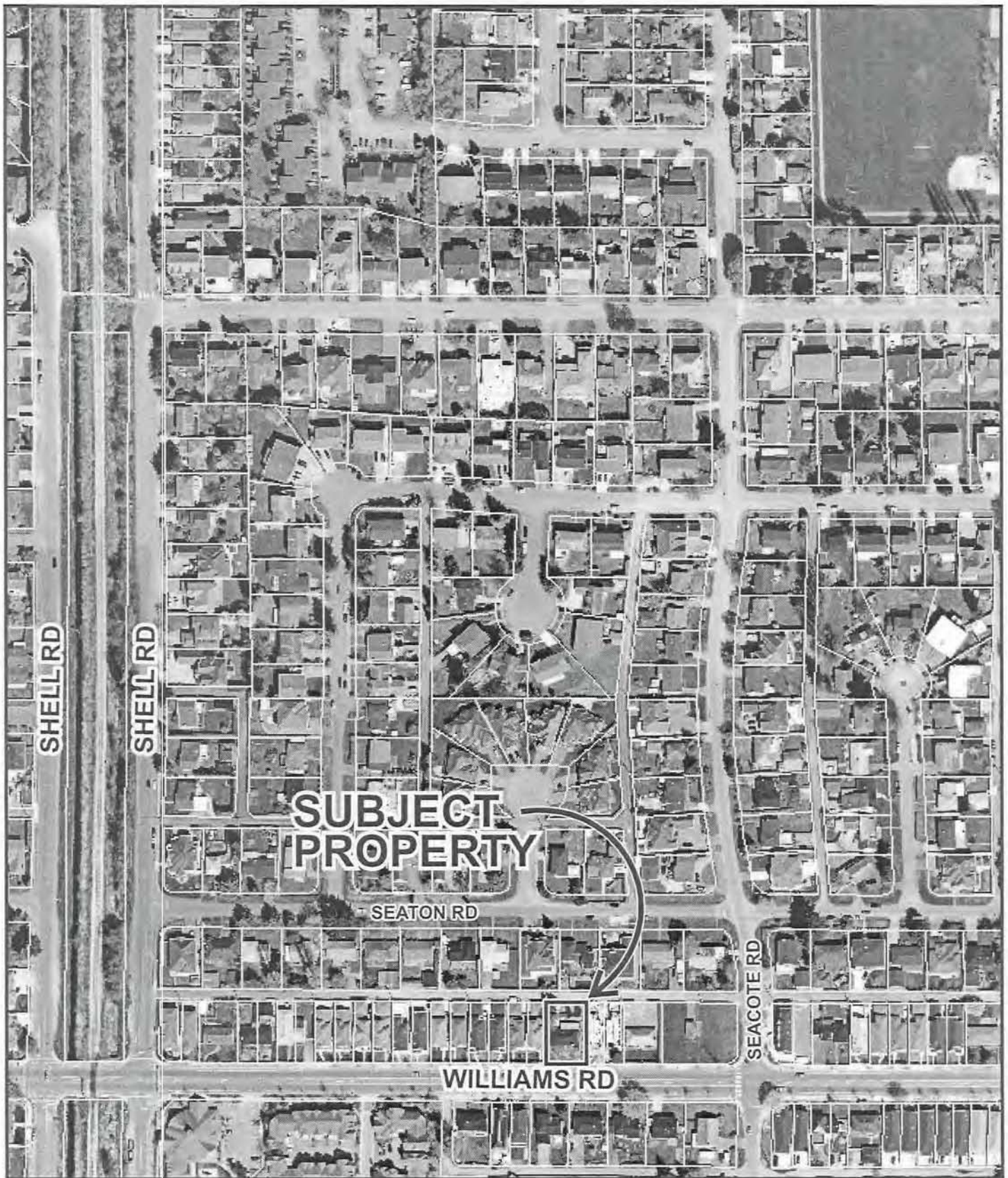


RZ 11-587549

Original Date: 08/24/11

Revision Date:

Note: Dimensions are in METRES



RZ 11-587549

Original Date: 08/25/11

Amended Date:

Note: Dimensions are in METRES

PLN - 75



RZ 11-587549

Attachment 2

Address: 11291 Williams Road

Applicant: Robert Kirk

Planning Area(s): Shellmont

	Existing	Proposed
Owner:	Vladimir & Irene Zachata	To be determined
Site Size (m²):	651.4 m ² (7,012 ft ²)	Two (2) lots each approx. 325.7 m ² (3,506 ft ²)
Land Uses:	One (1) single detached dwelling	Two (2) single detached dwellings
OCP Designation:	<ul style="list-style-type: none"> Generalized Land Use Map – Neighbourhood Residential Specific Land Use Map – Low-Density Residential 	No change
Area Plan Designation:	None	NA
702 Policy Designation:	None	NA
Zoning:	Single Detached (RS1/E)	Compact Single Detached (RC2)
Other Designations:	The OCP Lane Establishment and Arterial Road Redevelopment Policies permit residential redevelopment where there is access to an existing operational rear lane.	No change

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Density (units/acre):	Max. 0.6	Max. 0.6	none permitted
Lot Coverage – Building:	Max. 50%	Max. 50%	none
Lot Size (min. dimensions):	270 m ²	325.7 m ²	none
Setback – Front Yard & Rear Yards (m):	Min. 6 m	Min. 6 m	none
Setback – Side Yard (m):	Min. 1.2 m	Min. 1.2 m	none
Height (m):	2.5 storeys	2.5 storeys	none

Other: Tree replacement compensation required for loss of significant trees.

SURVEY PLAN OF LOT 4 BLOCK 2 SECTION 25 BLOCK 4 NORTH RANGE 6 WEST NEW WESTMINSTER DISTRICT PLAN 18935

PARCEL IDENTIFIER (PID): 004-125-096

CIVIC ADDRESS

#11291 WILLIAMS ROAD
RICHMOND, B.C.

TREE RETENTION PLAN

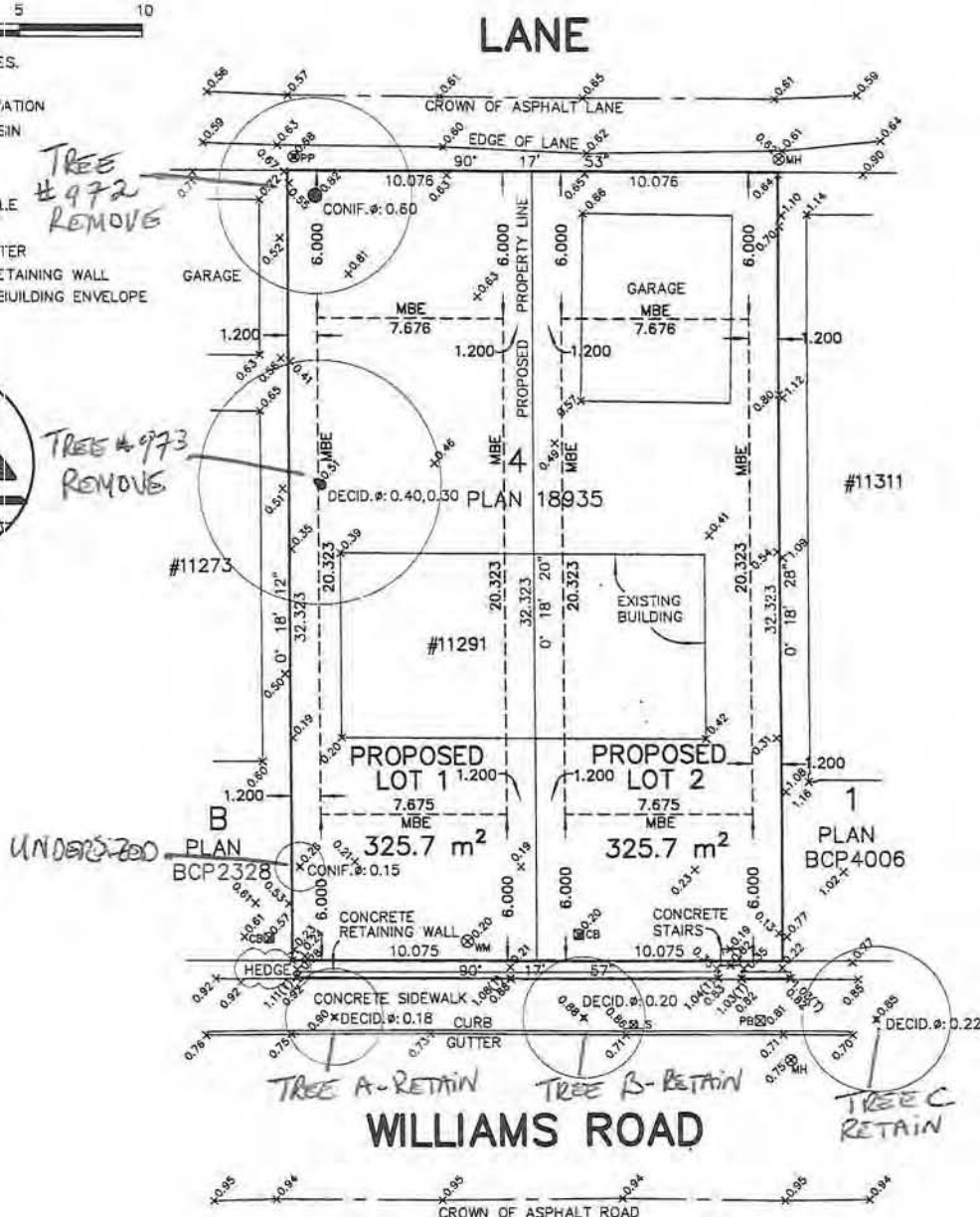
LEGEND

SCALE 1:200



ALL DISTANCES ARE IN METRES.

- +0.64 INDICATES SPOT ELEVATION
- CB INDICATES CATCH BASIN
- MH INDICATES MANHOLE
- PB INDICATES PULLBOX
- ⊙ PP INDICATES POWER POLE
- △ S INDICATES SIGN
- WM INDICATES WATER METER
- (T) INDICATES TOP OF RETAINING WALL
- MBE INDICATES MAXIMUM BUILDING ENVELOPE



© COPYRIGHT

MATSON PECK & TOPLISS
SURVEYORS & ENGINEERS

#320 - 11120 HORSESHOE WAY
RICHMOND, B.C., V7A 5H7
PH: 604-270-9331
FAX: 604-270-4137

CADFILE: 16755-001-TPG-001.DWG

NOTES:

- ELEVATIONS ARE IN METRES AND ARE DERIVED FROM CITY OF RICHMOND HPN MONUMENT #191 (02H2453) WITH AN ELEVATION OF 1.664 METRES.
- PROPERTY LINE DIMENSIONS ARE DERIVED FROM LAND TITLE OFFICE RECORDS AND LEGAL FIELD SURVEYS.
- ALL DESIGNATED TREES AS DEFINED BY THE CITY OF RICHMOND BYLAW NO. 8057, ARE SHOWN HEREON.

PLN - 77

CERTIFIED CORRECT
THIS 17TH DAY OF AUGUST, 2011

[Signature]
B.C.L.S.

DATE OF SURVEY: JUNE 16, 2011

R-11-16755-TPG

CLIENT REF: KIRK REAL ESTATE SERVICES LTD.



City of Richmond

Rezoning Considerations

Development Applications Division
6911 No. 3 Road, Richmond, BC V6Y 2C1

Address: 11291 Williams Road

File No.: RZ 11-587549

Prior to final adoption of Zoning Amendment Bylaw 8852, the developer is required to complete the following:

1. Submission of a Landscape Plan, 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. The Landscape Plan should:
 - comply with the guidelines of the OCP's Lane Establishment and Arterial Road Redevelopment Policies and should not include hedges along the front property line;
 - include a mix of coniferous and deciduous trees; and
 - include the four (4) required replacement trees with the following minimum sizes:

No. of Replacement Trees	Minimum Caliper of Deciduous Tree	or	Minimum Height of Coniferous Tree
2	8 cm		4 m
2	10 cm		5.5 m

2. Registration of a legal agreement on Title to ensure that no final Building Permit inspection is granted until a secondary suite is constructed on (1) of the two (2) future lots, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.
Note: Should the applicant change their mind about the Affordable Housing option selected prior to final adoption of the Rezoning Bylaw, the City will accept a voluntary contribution of \$1.00 per buildable square foot of the single-family developments (i.e. \$4,207) to the City's Affordable Housing Reserve Fund in-lieu of registering the legal agreement on Title to secure a secondary suite.
3. Registration of a flood indemnity covenant on title.

At future subdivision stage, the developer will be required to:

- Pay Development Cost Charges (City and GVS & DD), cash-in-lieu for future lane upgrading, School Site Acquisition Charge, Address assignment fee, and servicing costs.
- Register a 2 m utility Statutory Right-of-Way along the entire frontage on Williams Road to accommodate storm inspection chambers and water meter boxes.

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.

[Signed original on file]

Signed

Date



**Richmond Zoning Bylaw 8500
Amendment Bylaw 8852 (RZ 11-587549)
11291 WILLIAMS 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. 004-125-096

Lot 4 Block 2 Section 25 Block 4 North Range 6 West New Westminster District Plan 18935

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 8852"**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER DEVELOPMENT REQUIREMENTS SATISFIED

ADOPTED



MAYOR

CORPORATE OFFICER



To: Planning Committee
From: Brian J. Jackson, MCIP
Director of Development

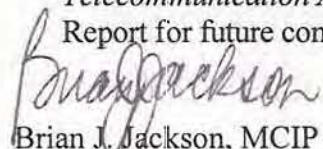
Date: January 18, 2012
File: 08-4040-01/2012-Vol
01

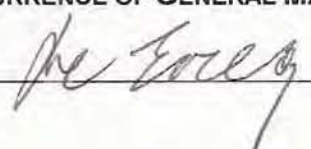
Re: Telecommunication Antenna Consultation and Siting Protocol

Staff Recommendation

That:

1. The proposed *Telecommunication Antenna Consultation and Siting Protocol* be adopted as a Council Policy to guide the City's review of telecommunication antenna proposals and to facilitate commenting to telecommunication antenna proponents and Industry Canada under the Federal *Radiocommunication Act* as set out in the Staff Report entitled "Telecommunication Antenna Consultation and Siting Protocol" dated January 18, 2012;
2. Staff be directed to prepare the proposed amendments to *Zoning Bylaw 8500* as set out in the above Staff Report for future consideration by Council; and
3. Staff be directed to prepare an amendment to *Development Application Fee Bylaw 7984* to include an application fee to cover the cost of processing applications under the proposed *Telecommunication Antenna Consultation and Siting Protocol* as set out in the above Staff Report for future consideration by Council.


Brian J. Jackson, MCIP
Director of Development
MM:blg
Att. 3

FOR ORIGINATING DEPARTMENT USE ONLY			
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER	
Real Estate Services	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
City Clerk	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
Engineering	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
Law	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
Parks	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
REVIEWED BY TAG	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	REVIEWED BY CAO	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

Staff Report

Origin

The initial impetus for development of a Telecommunications Antenna Consultation & Siting Protocol (Protocol) arose from Planning Committee's consideration of a proposed large cellular tower antenna in the ALR in the vicinity of Moncton Street and No. 2 Road in late 2008.

Planning Committee made the following recommendation that Council approved by resolution as a referral on November 23, 2009:

"That the Telecommunication Antenna Consultation and Siting Protocol Attachment 1 to the staff report dated October 28, 2009 be approved for discussion with key stakeholders."

The Federal *Radiocommunications Act* regulates the telecommunications network (e.g., antennas). The Protocol identifies the City's consultation process and siting preferences for telecommunication providers. The telecommunication providers have indicated they agree with the Protocol approach provided it would "not impair the performance of the telecommunications network." Specifically, the Protocol enables Council to respond to Federal Government directives to telecommunication providers to seek local governments comments (e.g. to concur, concur with recommended conditions or not concur) on telecommunication antenna proposals.

Following this referral, the first draft Protocol was referred to telecommunication stakeholders. In response to this referral, staff received a number of comments from these stakeholders in early 2010. These comments focused on the Federal jurisdiction over telecommunications and the lack of Municipal authority over the approval of telecommunication antennas.

In Fall, 2011, after further consultation on the Federal Government's policies, staff revised the draft Protocol. Thus, the revised second draft Protocol was discussed with telecommunication industry stakeholders at two workshops on November 17, 2011 and January 5, 2012. A number of revisions were made to the draft Protocol based on the comments from stakeholders and staff's review of policies and guidelines from Industry Canada. With the understanding that Federal authority for regulation of telecommunications supercedes local zoning powers, the stakeholders generally agreed on the second draft Protocol, with the changes made by staff through negotiations at these two workshops, which were then used to develop the final draft Protocol (**Attachment 1**).

On December 8, 2011, the Agricultural Advisory Committee (AAC) reviewed the second draft revised Protocol and suggested extending the notification area to the adjacent parcels or the proposed six (6) times tower height consultation radius (whichever is greater) and ensuring that the telecommunication antenna proposals in the ALR be referred to the AAC. With these changes, AAC members did not have any concerns or objections to the proposed Protocol (**Attachment 2**).

These stakeholder changes, along with those of the AAC, were used to develop the final draft Protocol which is included with this report for consideration for Council (**Attachment 1**). A summary flow chart of the proposed Protocol application process is also included (**Attachment 3**).

Findings Of Fact

Federal Authority to Regulate and Approve Telecommunication Antennas

Federal authority over telecommunications antennas under the *Radiocommunication Act* provides that the City is not able to prohibit these uses under its zoning or other policies. The Federal government requests comments from local governments to concur, concur with recommended conditions, or not concur on telecommunication antenna proposals.

Industry Canada, the Federal agency responsible for regulating and approving telecommunications antennas, requires public consultation to take place at the local level prior to its approval of most types of applications. Industry Canada sets out its own criteria for such industry consultation with local communities, but also encourages municipalities to develop their own Protocols, provided that consultation is not required for federally-exempted antenna situations. Industry Canada's exemptions to the public consultation requirements are included as exemptions under the City's proposed Protocol (Section 2A of the Protocol in **Attachment 1**).

It is also noted that Transport Canada's YVR maximum height zoning also applies and can limit height beyond the City's zoning, depending upon the site location in relation to flight paths.

Provincial Agricultural Land Commission Jurisdiction

The Protocol encourages "minimizing agricultural impact" and acknowledges the Agricultural Land Reserve (ALR) regulations by stating new antenna facilities must:

1. Comply with ALR regulations, including requiring that all tower and related equipment/buildings not exceed a maximum footprint area of 100 m² (1076 ft²); and
2. If this maximum footprint area is exceeded, a "non-farm use" application to the City and Agricultural Land Commission will be required.

Local Government Jurisdiction & Richmond's Zoning Bylaw

Richmond's *Zoning Bylaw 8500* allows for "telecommunications antennas" as local governments are not empowered to prohibit telecommunication installations that are permitted and regulated under Federal jurisdictional powers. However, Section 5.13.7 of Bylaw 8500 does limit the height of "telecommunication antennas" to that of the maximum height for accessory structures and setbacks in each given zone.

The Zoning Bylaw's Agricultural and Industrial zones set a 20 m (66 ft.) maximum height for non-residential accessory structures. The Residential, Mixed Use, Commercial and Institutional zones have a range of 9.0 m (33 ft.) to 12 m (39 ft.) for maximum heights for accessory structures with the exception of the Entertainment and Athletics (CEA) and School & Institutional Use (SI) zones that have no maximum heights for accessory structures.

Currently, when there is an antenna proposal with a height greater than the maximum accessory structure height for a zone, a Development Variance Permit (DVP) application will need to be

considered by the City's Development Permit Panel with final approval of the Panel's recommendation by City Council. For DVPs, the City mails notices to property owners and residents within the standard 50 m (164 ft.) DVP notification radius of the proposed tower.

Although telecommunication antennas are exempted from the BC Building Code, Building Permits are required to be issued by the City for antenna foundations and associated construction of new buildings and building additions over 10 m² (108 ft²).

Analysis

Summary of the Protocol

The City's Protocol is aimed at facilitating opportunities for new stand-alone towers, that generally avoid residential areas, parks, riparian and environmental management areas, and ALR areas where proposed stand-alone towers could adversely affect agriculture.

The proposed Protocol (**Attachment 1**) covers two major topics:

1. Consultation Process
2. Siting & Design Guidelines

Consultation Process

The Protocol also proposes a public consultation process requiring full consultation for stand alone telecommunication antenna towers over 15 m (48 ft.) in height in the above geographic areas. Sections 2 and 3 of the Protocol (**Attachment 1**) outline where telecommunication antenna proponent *and* City consultation are required.

- a. *Where Consultation is Required* - Consultation is required for new stand-alone towers in the *Residential, Agriculture, Agriculture & Open Space*, and *Public & Open Space* OCP land-use designations¹ except where exempted under Section 2A:
 - i. Industry Canada's exemptions to public consultation which include new towers under 15 m (48 ft.) in height, and antenna or tower *additions* that do not increase height more than 25% above the original height (see Section 2A(a-e) for full exemption list); and
 - ii. Other situations including City antennas, *new* building-mounted antennas that do not extend more than 3.0 m above highest point of the building, replacement towers within 15 m of the original tower of the same height, and areas to which the City's "Airport" and "Business & Industry" land-use designations apply (see Section 2A(f-j) for full exemption list).

¹ "Residential" includes *Residential, Neighbourhood Residential, Neighbourhood Service Centre, Mixed Use, High-Density Mixed Use* land use designations in the current OCP. The Protocol will apply to equivalent designations in the new OCP.

- b. *Stepped Public Consultation Process* - Section 3 of the Protocol provides for a *Stepped Consultation Process* that follows three (3) *Consultation Streams* (see summary in **Attachment 3**). The Protocol provides Richmond with a standard framework to consider concurrence, concurrence with recommended conditions or non-concurrence on telecommunication antenna proposals.
- i. *Stream 1 (Staff Decision: Design Guidelines Only)* – The application follows this stream where exempted from public consultation for smaller proposals and special cases as outlined in Section 2A of the Protocol. The application goes through a staff design review process under *Stream 1* in Section 3B where the application is assessed against the Design Guidelines in Section 4. The Director of Development makes the decision to concur, concur with recommended conditions or not concur on the proposal.
 - ii. *Stream 2 (Council Decision: Regular Consultation Process)* – This stream is for situations set out under Section 2B in areas designated in the OCP for residential, mixed-use, agriculture and open space uses. The application also goes through a staff design review process where the application is assessed against the Design Guidelines in Section 4. The consultation process required under Section 3A involves up to two possible *proponent-led consultation steps* at the proponent's cost and a *City-led consultation step* at City cost where Planning Committee considers the application under *Stream 2* in Section 3B. Council then makes the final decision to concur, concur with recommended conditions or not concur on the proposal.
 - iii. *Stream 3 (Council Decision: Consultation With a DVP)* – This stream is for situations set out under Section 2B in areas designated in the OCP for residential, mixed-use, agriculture and open space uses. The application also goes through a staff design review process where the application is assessed against the Design Guidelines in Section 4. The consultation process required under Section 3A involves up to two possible *proponent-led consultation steps* at the proponent's cost and a *City-led consultation step* at City cost where there is a DVP considered by Development Permit Panel under *Stream 3* in Section 3B. Council then makes the final decision to concur, concur with recommended conditions or not concur on the proposal.
- c. The *Consultation Steps* for *Streams 2 and 3* are generally as follows:
- i. As required by City staff, the initial consultation includes the proponent's request to the public for verbal or written public comments;
 - ii. City staff may require a secondary proponent-led consultation where there are outstanding issues of concern. This may be a public meeting or a meeting of those who have expressed unresolved concerns.
 - iii. Referral of the proposed application to the AAC for consultation is required when the site is located within the ALR.

- iv. The consultation process then moves to City-led *Consultation Streams 2 or 3* to consider making recommendations of concurrence to Industry Canada where the City takes the antenna proposal to:
- *Stream 2* - Planning Committee and Council consider providing concurrence if there is no variance to the City's zoning setback or height provisions; or
 - *Stream 3* - Development Permit Panel and Council consider providing concurrence if there is a DVP variance to zoning provisions being considered.
- d. *Consultation Area* - The proposed consultation area is six (6) times the proposed tower height, or includes the adjacent parcels (whichever is greater), instead of Industry Canada's recommended three (3) times tower height. Thus, the consultation area for a 30 m (98 ft.) proposed tower would be 180 m (590 ft.) under the proposed Protocol. This is more than adequate given that towers for which consultation is required would typically range from 15 m (48 ft.) to 50 m (164 ft.) in height. Such towers would require a consultation radius ranging from 90 m (295 ft.) to 300 m (980 ft.) under the six (6) times height approach. The initial proponent-led consultation is undertaken and paid for by the proponent, and documented to the satisfaction of the City.
- Of note, the City's standard DVP notification radius of 50 m (164 ft.) is taken from parcel boundaries and would be expanded to the six-(6) times-tower-height radius from the antenna/tower site when the above public consultation is required of the proponent under the proposed Protocol. This expanded notification will be undertaken by the City's Planning and Development Division with costs being covered by the application fee.
- e. *Newspaper Advertising* - For towers over 30 m (98 ft.) in height, there is also a requirement for the proponent to advertise in two (2) weekly issues of a local new paper. This consultation approach will apply to each of the steps where general public comment is requested. This process is paid for by the proponent and undertaken to the satisfaction of the City.
- d. *DVP Notification Only* - Where there is a DVP to vary zoning provisions, but Protocol consultation does not apply, the City Clerk will notify residents and owners of properties within the standard 50 m (164 ft.) consultation radius of the parcel on which the tower/antenna is to be located in advance of consideration of the DVP by the City's Development Permit Panel.

Design Guidelines

The following guidelines apply to all new antenna installations, whether they require consultation or not, and whether they are completely new towers or co-located on existing towers or erected on existing structures/buildings or involve modifications in any of these situations.

Co-Location for All New Installations (Section 4A)

Co-location is supported where it does not unduly increase the visible bulk of towers in the following ways:

- a. Co-Locate on existing towers where possible.
- b. Planning for co-location for future towers with proponents providing offers to share the installations with other telecommunication providers.

Specific Siting Criteria for All New Installations (Section 4B)

The following guidelines apply:

- a. Integrate with existing adjacent buildings and landscape.
- b. Integrate into building design with antennas not extending more than 3.0 m (9.8 ft.) above the highest point of buildings.
- c. Conform with any applicable existing Development Permit (DP) and Development Permit Area (DPA) design guidelines.

General Location for New Stand-Alone Towers (Section 4C)

General location is focused as follows:

- a. Preference to locate outside of the *Residential, Agriculture, Agriculture & Open Space*, and *Public & Open Space* OCP land-use designations².
- b. Preference to Locate within the OCP *Industry and Business* and *Airport* land-use designations.
- c. Minimize environmental impact.
- d. Minimize impact to OCP-designated *Public & Open Space* lands.
- e. Protect and utilize existing vegetation.
- f. Follow ALC regulations (as outlined above).

Screening and Landscaping For New Stand-Alone Towers (Section 4D)

Provisions include:

- a. Fencing
- b. Screening Buffers
- c. Maintenance

Next Steps

Should Council adopt the proposed Protocol, amendments to *Zoning Bylaw 8500* and *Development Application Fee Bylaw 7984* would be brought forward for Council consideration shortly thereafter.

² "Residential" includes *Residential, Neighbourhood Residential, Neighbourhood Service Centre, Mixed Use, High-Density Mixed Use* land use designations in the current OCP. The Protocol will apply to equivalent designations in the new OCP.

Proposed Zoning Bylaw Changes

It is proposed that *Zoning Bylaw 8500* be amended to be consistent with Industry Canada consultation exemptions and to allow for some small antennas and towers to be built without variances being required. The proposed changes include:

1. A maximum height for stand-alone telecommunication antenna towers at 15 m (48 ft.) or the current maximum height for an accessory structure in a zone, whichever is greater.
2. An allowance for building-mounted antennas to extend 3.0 m (9.8 ft.) above the maximum building height for a zone. This would apply when the roof on which the antenna is attached at or within 3.0 m (9.8 ft.) of the maximum permitted building height. This provision is also provided on the basis that it does not contravene Transport Canada's YVR maximum height zoning.

Proposed Application Form and Fee

To include specific, consistent applications requirements, a Protocol application form will be created should Council approve the Protocol. An application fee (TBD) for processing applications under the Protocol would also require an amendment to *Development Application Fee Bylaw 7984*.

Opportunities for revenue and amenities resulting from telecommunication installations in public places will be part of a negotiation process consistent with existing Municipal Access Agreements and subject to Council approval.

Financial Impact

While the majority of current telecommunication antenna proposals reviewed by City staff and Council involve DVPs which include application fees, the amendments to *Development Application Fee Bylaw 7984* would also allow for the City to recoup the additional cost of processing Protocol applications through fees for the review and expanded consultation area for more complex antenna proposals that would not be covered by the current DVP fee, as well as establish fees for proposals that do not require DVPs.

Conclusion

The proposed Protocol is designed to provide Richmond with the opportunity to establish its own local consultation procedures along with siting and design guidelines instead of telecommunication antenna proponents relying on only the standard Industry Canada local government consultation process. The Protocol provides Richmond with a standard framework to consider concurrence, concurrence with recommended conditions or non-concurrence on telecommunication antenna proposals. The telecommunication stakeholders generally agree on the Protocol, with Telus noting the paramouncy of Federal authority on regulating telecommunications over local zoning powers and the need to ensure that local zoning is not applied so as to impair the performance of the telecommunications network.

On public consultation, the proponent consultation area in the proposed Protocol is six (6) times the proposed tower height, or the adjacent parcels (whichever is greater), instead of

Industry Canada's standard three (3) times tower height consultation area. Where there is also a DVP application to vary the zoning, the City's standard DVP notification radius of 50 m (164 ft.) from the parcel would be expanded to the same six (6) times-tower-height consultation radius from the tower/antenna site as required for telecommunication antenna proponents under the proposed Protocol.

With regards to zoning, it is recommended that the maximum height for stand-alone towers be set at 15 m (48 ft.) or the maximum accessory structure height in a given zone, whichever is greater. Also, it is proposed that building-mounted telecommunication antennas may be allowed to extend 3.0 m (9.8 ft.) above the maximum building height permitted in the zone.

With regards to process, an amendment to Bylaw 7984 is proposed to set application fees for antennas and towers being considered under the proposed Protocol.

In summary, the Telecommunication Antenna Consultation and Siting Protocol (Protocol) provides for a systematic means of consulting with the public whether or not there is a variance under a DVP. The Protocol also provides for a City-designed process instead of relying on the standard Industry Canada default consultation process.



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POLICY

The Federal *Radiocommunications Act* regulates the telecommunications network (e.g. antennas) and supersedes local zoning powers. Nevertheless, the *Telecommunication Antenna Consultation and Siting Protocol (Protocol)* identifies the City's interests in managing network elements, in order for network providers to know and follow them, as long as they do not impair the performance of the telecommunications network.

The Protocol addresses:

- A. **City zoning**, acknowledging the authority of the *Radiocommunication Act (Act)*, Industry Canada's role, policy and regulations under this Act, and that local zoning is not applied so as to impair the performance of the telecommunications network.
- B. **Public consultation** requirements associated with the placement of certain telecommunication antenna installations within the City of Richmond (**City**), including completing the consultation process **within 120 days** of a Protocol application being received by the City.
- C. **Siting design guidelines** applicable to all telecommunication antenna installation proposals described under this **Protocol**.
- D. The City's process for Council and staff for providing recommendations of concurrence or non-concurrence under the authority of the **Act** as well as exemptions to this process.

1. Federal Authority and City Regulations

- A. **Zoning** - Federal authority over telecommunication antenna **installations** provides that the **City** is not able to prohibit these uses under its zoning, and thus:
 - a. **Telecommunication antenna installations (Installations)** are a permitted use in all zones.
 - b. **Zoning regulations** apply to the zone in which the **installation** is located (i.e. siting, height, landscaping, etc.).
 - c. **Development Variance Permit** applications to vary height or siting provisions under the zoning may be considered if necessary to the extent that they would not reasonably prohibit an Installation.
- B. **Siting Design Guidelines** are included in this **Protocol** with a preference for new tower **Installations** to be located outside of the **Residential, Agriculture, Agriculture & Open Space and Public & Open Space** OCP land-use designations or associated zones.
- C. **Building permits** are required to be issued by the **City** for foundations for antennas and associated construction of new buildings and building additions to accommodate **Installations**.
- D. **Municipal Access Agreements** apply to any **Installations** within the City's roads, rights of way and other public places as defined and permitted in such Municipal Access Agreements.

Notes:

- a. For the purposes of this **Protocol**, "**telecommunication antenna Installations**" (**Installations**) can take the form of either antennas mounted on stand-alone towers or building-mounted antennas along with any supporting mechanical rooms, buildings and infrastructure of telephone and data networks that serve public subscribers.



- b. **"Residential"** includes all Residential, Neighbourhood Residential, Mixed Use, High-Density Mixed-Use, and Neighbourhood Service Centre land use designations in the OCP and includes all zones consistent with these OCP designations.
- c. Subsequent OCP land use designations with similar uses to those described in this Protocol may be used in place of the current OCP land use designations.
- d. **"Tower"** includes monopoles, stand-alone towers, masts and similar structures to which antennas are attached, but does not include building-mounted antennas under 6.0m in height.

2. Antennas Requiring Protocol Processing

A. Situations Where Protocol Consultation Provisions Do not Apply

Sections 3 (Consultation), 4A(Co-Location) of this Protocol do not apply to:

Industry Canada Exclusions

- a. **Maintenance** of existing radio apparatus including the antenna system, transmission line, mast, tower or other antenna-supporting structure.
- b. **Addition or modification of an antenna system** (including improving the structural integrity of its integral mast to facilitate sharing), the transmission line, antenna-supporting structure or other radio apparatus to existing infrastructure, a building, water tower, etc. provided the addition or modification does not result in an overall height increase above the existing structure of 25% of the original structure's height.
- c. **Maintenance of an antenna system's painting or lighting** in order to comply with Transport Canada's requirements;
- d. **Installation, for a limited duration** (typically not more than 3 months), of an antenna system that is used for a **special event**, or one that is used to support local, provincial, territorial or national **emergency operations** during the emergency, and is removed within 3 months after the emergency or special event; and
- e. **New antenna systems**, including masts, towers or other antenna-supporting structure, with a height of **less than 15 metres** above ground level.

City Exclusions

- f. **New building-mounted Installations** provided they do not extend more than 3.0m above highest point of the building and meet section 4B of the Design Guidelines.
- g. **A new stand-alone tower that replaces an existing tower** provided it does not exceed the height of the existing tower and that the new tower is located **not more than 15m from the existing tower**; the Proponent is required to remove the existing tower along with any unused associated foundations, buildings, fencing and other structures to the extent agreed by the landowner and the City.



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- h. Land that is designated in the OCP as Airport, Business and Industry and that is more than 300m (for new towers over 30m in height) or more than 150m (for new towers between 15m and 30m in height) from land with Residential OCP land-use designations.
- i. **Local government Installations** that are solely dedicated to operation of local government utilities and infrastructure.
- j. Private receiving antennas and closed telecommunication networks, neither of which serve public subscribers.

B. Situations Where Both Protocol Consultation and Detailed Design Provisions Apply

Sections 3 (Consultation) and Section 4 (Design Guidelines) of this Protocol apply to all new stand-alone Installations on sites that are:

- a. **Within the Agriculture and Agriculture & Open Space OCP land-use designations/associated zones¹;**
- b. **Residential or Public & Open Space OCP land use designations /associated zones or are within 300m for (new towers over 30m in height) or more than 150m (for new towers between 15m and 30m in height) of such lands.**

Notes:

- a. Broadcasters require licensing approval from the Canadian Radio-Television and Telecommunications (CRTC). Where a broadcaster constructs an **installation**, the broadcaster is required to provide documentation to the **City** confirming the initiation of the applicable (CRTC) licensing process and it's decision when made.
- b. Where an **installation** is located on a **City** property the proponent may be required to enter into a specific agreement related to that property, or in the case of a road or SROW the proponent may be required to enter into a Municipal Access Agreement with the **City**.
- c. **Transport Canada and other federal transportation regulations and policies, including the current YVR maximum height zoning, is to be followed by the Proponent.**

3. Stepped Consultation Process

A. For those new Installations to which this Protocol applies, the process will generally involve the following steps:

- a. **Proponent** should undertake initial pre-application consultation with the City to ascertain policy and technical issues as well as alternatives to locations that require consultation.
- b. **Proponent** submits the **Protocol** application along with a siting plan that addresses this **Protocol's** Design Guidelines (Section 4) and provides written confirmation of compliance with Industry Canada, Nav Canada and other federal regulations. The City confirms whether the consultation process under this Protocol applies and whether a Development Variance Permit (DVP) to relax zoning regulations is required. If neither of these are required for more minor applications, an application for **Design Review: Staff Concurrence** is made under **Process Stream No. 1** under Section 3B below.

¹ See Notes A and E on page 1.
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- c. **City** reviews the application based on the parameters established in this **Protocol** and provides initial comments
- d. **Proponent** undertakes **initial public consultation, at his/her cost**, that includes:
- Advertising** in at least two consecutive weekly issues of a local newspaper and City Hall Bulletin Board to inform the public of a proposed **installation over 30m in height**; and
 - Written notification**, via direct-addressed mail, to all property owners within a radius from the base of the proposed tower equal to 6 times the tower height or adjacent property owners if no other property is located within 6 times tower height (mailing address list is provided by the City).
- e. **Proponent receives any public comments, within a 10-day public comment period** commencing on the notice mailing date or second advertisement date (whichever is later), and addresses them with the public via correspondence through explanation or proposed changes to the proposal **within a 10-day Proponent reply period** commencing immediately after the public comment period.
- f. Proponent documents all aspects of the public consultation process and provides a summary report to the City not more than 10 days after the end of the Proponent reply period . In addition to highlighting the details of the consultation process, the report must contain all public correspondence received and responses by the proponent to address public concerns and comments. Examples of concerns that proponents are to address, as identified by Industry Canada, include, but are not limited, to issues similar to the following:
- Why is the use of an existing antenna system or structure not possible?
 - Why is an alternate site not possible?
 - What is the proponent doing to ensure that the antenna system is not accessible to the general public?
 - How is the proponent trying to integrate the antenna into the local surroundings?
 - What options are available to satisfy aeronautical obstruction marking requirements at this site?
 - What are the steps the proponent took to ensure compliance with the general federal requirements including the *Canadian Environmental Assessment Act* (CEAA), Safety Code 6, etc.?
- g. **Proponent may be required** to hold a **first public meeting** if there are any outstanding public concerns after responding to any public comments from the initial consultation and reporting them back to the **City**. This meeting may take the form of a general public open house or invitee meeting if there are relatively few people expressing issues of concern. The notification process will be the same of that of initial notification if there is to be a public meeting or notification of only interested parties to an invitee meeting.(As necessary - determined at the discretion of the **City's** Director of Development, based on public comments from initial mail-out consultation).



- h. **Proponent addresses** public comments from the first public or invitee meeting on issues and repeats documentation process as outlined in (e) above.
- i. **Proponent may need to make a DVP application** if the proposal does not meet the applicable zoning setbacks, heights or landscaping/screening provisions. The DVP process is coordinated with the **Protocol** consultation process. If the **Installation does not require public consultation as outlined above**, but requires a DVP to relax zoning provisions, the **Proponent** will need to **submit a standard DVP application** following Process Stream 3 below, but with the regular 50m DVP consultation radius.
- j. If the proposed **Installation** is located within the ALR, the proposal will also be referred to the City's Agricultural Advisory Committee (AAC) concurrently with the above Proponent consultation process.

B. The application takes one of **Three Process Streams** depending on whether the above public consultation and a DVP are required.

PROCESS STREAMS

1. Staff Concurrence: Design Guidelines Only	2. Council Concurrence: Regular Consultation Process	3. Council Concurrence: Consultation Process With a DVP
a. If there is no public consultation required as set out above nor a DVP required to relax zoning requirements, City staff will view an application for siting and design.	a. City undertakes public notification for formal consideration of application using the consultation area as set out in this Protocol .	a. City undertakes public notification for formal consideration of a DVP following the City DVP process , but using the consultation area as set out in this Protocol .
b. Staff prepares a memo reviewing how the proposed Installation meets the Design Guidelines under Section 4	b. City staff prepares a report to Planning Committee that reviews how the proposal meets the Protocol Design Guidelines , addresses public comments and provides a recommendation (i.e. endorse; not endorse).	b. City staff prepares a report to DP Panel that reviews how the proposal requires a variance to zoning, meets the Protocol Design Guidelines , addresses public comments and provides a recommendation (i.e. endorse; not endorse).
c. The Director of Development considers the above memo and either issues a letter with a recommendation of concurrence or requests changes to design and/or siting .	c. City Planning Committee reviews the application and staff report . This will be the first meeting if no previous proponent-held meeting was required by the City or a second meeting if there was an initial public meeting.	c. City Development Permit (DP) Panel reviews the application and staff report . This will be the first meeting if no previous proponent-held meeting was required by the City or a second meeting if there was an initial public meeting.
	d. City Planning Committee makes a recommendation of concurrence or non-concurrence .	d. City DP Panel makes a recommendation of concurrence or non-concurrence .
d. Proponent may undertake possible design or siting modifications and/or provides additional documentation on design rationale if required.	e. Proponent undertakes possible proposal modifications and commitments , if any, requested by Planning Committee.	e. Proponent undertakes possible proposal modifications and commitments , if any, requested by DP Panel.
e. The Director of Planning and Development issues a letter with a recommendation of concurrence or non-concurrence for design and siting .	f. Council considers Planning Committee's Recommendation of concurrence or non-concurrence that is then forwarded to the proponent and Industry Canada to conclude processing.	f. Council considers DP Panel Recommendation of concurrence or non-concurrence that is then forwarded to the proponent and Industry Canada to conclude processing.



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Note: The City's DVP notification area is expanded, at City cost, beyond the standard 50m-radius area to a radius of equal to 6 times the proposed tower/antenna height measured from the tower/antenna or includes adjacent properties (whichever is greater) to be consistent with the proponent notification area in this **Protocol**.

4. Design Guidelines

These design guidelines apply to all Installations - whether they involve new towers or are co-located on existing towers or erected on existing buildings. Proponents must also comply with Industry Canada design requirements, some of which are included in these guidelines (Please refer to CPC-2-0-03 – Issue 4 or subsequent Industry Canada Policies and Regulations).

A. Co-Location: The First Choice for All New Installations

- a. **Co-Locate on Existing Towers** - Each proponent proposing a new **tower Installation** will need to explore opportunities for co-location on existing towers as required by Industry Canada, particularly to the extent that it does not significantly increase the visible bulk of antennas of the tower. Proponents should contact all other relevant telecommunication service providers to confirm opportunities for or agreements to co-locate on an existing **tower installation**.
- b. **Planning for Co-Location** - All new **Installations** should be designed and engineered to accommodate additional antennas and related supporting infrastructure (e.g., mechanical buildings) as required by Industry Canada, particularly to the extent that it does not significantly increase the visible bulk of antennas for stand-alone towers or that accommodates multiple antennas on a building consistent with these guidelines.
- c. **Confirming Support for Co-Location** - The proponent is to document whether they will **be co-locating on existing towers Installations or providing offers to share for future co-location opportunities** if there are no current opportunities for co-location. Appropriate information from the Proponent's professional consultants, may be required to confirm the extent to which co-location is possible under the above sections.

B. Specific Siting Criteria for All New Installations

The following guidelines apply **to all new Installations** (whether completely new towers or co-located on existing towers or erected on existing structures/buildings):

- a. **Comply with Existing Zoning** - All applicable zoning regulations (height, setback, lot coverage and landscaping) apply to both stand-alone and building mounted **Installations** and supporting utility structures unless a DVP is obtained, while acknowledging the *Radiocommunication Act*.
- b. **Integrate With Existing Adjacent Buildings and Landscape** – Stand-alone **Installations** should be properly integrated with existing buildings/structures and landscape in a manner that does not unduly affect their technical performance and be located to minimize the visual impact of the Installation on surrounding land uses.
- c. **Integrate Into Building Design** - Building-mounted **Installations** should be architecturally integrated into the design of the building with appropriate screening (that does not unduly add the appearance of building mass) in a manner that does not unduly decrease their technical performance and colour



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applied to minimize and integrate their appearance to the building. The preference is to have antennas screened only when screening will:

- i. Not to increase mass unless appropriately integrated into the building mass; and
 - ii. Reduce visibility from street level and other major nearby buildings.
- d. **Coordinate With Current Building Rooflines** – Building-mounted antennas should not extend beyond 3 m above the highest point of a building nor 3 m above a parapet wall surrounding the main part of a flat-roofed building to which the antenna is affixed. In addition to this guideline, the installation must comply with the maximum permitted building height under the applicable zoning, unless a DVP to relax the height provision is issued by the City.
- e. **Conform with Any Applicable Existing Development Permit (DP) and Development Permit Area (DPA) Design Guidelines – Installations** affixed to existing buildings and structures should be consistent with or not defeat the intent of the applicable DP conditions or DPA design guidelines to the extent that conformity does not hamper the functionality of the **Installation**.

C. General Location for New Stand-Alone Installations

The following guidelines apply to new stand-alone installations (where they can not be co-located on existing towers or erected on existing buildings/structures).

- a. **Preference to Locate in OCP Industry and Business and Airport Designations** – A new stand-alone **Installation** should be located in the designated or zoned areas provided it is greater than 300m (for new towers over 30m in height), or more than 150m (for new towers between 15m and 30m in height), from lands with Residential or Public & Open Space land-use designations or associated zones.
- b. **Minimize Environmental Impact** – Do not locate **Installations** in a manner that would negatively impact designated OCP Conservation Areas, Riparian Management Areas, and other areas with ecological habitat.
- c. **Minimize Impact to Public & Open Space lands** – Do not locate **installations** in a manner that would negatively impact existing parkland and other public open spaces which include playgrounds, sports fields, trails and other similar recreational features.
- d. **Protect and Utilize Existing Vegetation** – **Installations** should be located to minimize disturbance of and maximize screening from existing trees and landscaping with the objective of minimizing the visual impact of the **Installations**.
- e. **Minimize Agricultural Impact** – Proponents should avoid locating **Installations** on land within the Agricultural Land Reserve (ALR) or in the OCP Agriculture and Agriculture & Open Space designations or associated zones. If it is deemed necessary for a proposed **installation** to be located in these areas, the following requirements apply:
 - i. Comply with ALR regulations, including requiring that all tower and related equipment/buildings **not exceed** a maximum footprint area of 100 sq. m.
 - ii. If this maximum footprint area is exceeded, a "non-farm use" application to the **City and Agricultural Land Commission will be required prior** to going through the **Protocol** consultation and any applicable DVP application processes.
 - iii. **Installations** should be located in a manner that maximizes land available for farming and minimize negative impacts to existing and future potential agricultural operations.



D. Screening and Landscaping For New Tower Installations

Proponents are **encouraged** to construct **any new tower Installations** meeting the following screening guidelines:

- a. **Fencing** - Appropriate fencing is to be implemented to properly secure **Installations**.
- b. **Screening Buffers**- A contiguous, solid decorative fence or planted landscape buffer, consisting of a combination of hedging, trees and shrubs, is to be implemented to screen stand-alone tower **Installations** from **Residential** areas, adjacent buildings and public roads. A minimum height of 2.0 m, and sufficient thickness for vegetation screening to obscure view of the installation, constitutes a landscape buffer.
- c. **Maintenance** - Proponents should provide for long-term maintenance and upkeep of appropriate landscaping for its stand-alone telecommunication **Installations**.

**Excerpt from Draft December 8, 2011
Agricultural Advisory Committee Minutes**

Telecommunication Consultation and Siting Protocol – Review and Comment

City staff provided background on the development of a specific Telecommunication Consultation and Siting Protocol, which has been under development with the City. Information was provided on the general provisions of the protocol, with specific focus on telecommunication antenna proposals in the ALR. Topics covered included preferred land uses, consultation requirements, processing of applications, exemptions and siting/design criteria. Staff also highlighted that the Federal Agency regulating telecommunication services and infrastructure (Industry Canada) prefers for local municipalities to develop specific protocols and consultation requirements rather than rely on blanket Federal processes.

AAC members noted a concern about property owners of larger, vacant farm parcels placing a telecommunication tower in the middle of the parcel (thereby resulting a very large loss of farmland) to bypass requirements for public consultation. As a result, one recommendation was to include the requirement to consult with all adjacent property owners to the site, no matter what the identified consultation radius of the tower is. To assist with assessing agricultural impacts, Committee members suggested that telecommunication tower proposals on agricultural land be referred to the AAC for review and comment and that policy statements be included into the protocol to site/locate installations to minimize impact on agricultural land.

With the suggested comments, the AAC members did not have any concerns or objections to the proposed protocol.

Summary of Telecommunications Antenna Consultation and Siting Protocol City of Richmond

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