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**City Council  
Electronic Meeting**

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

**Monday, April 22, 2024  
7:00 p.m.**

Pg. #      ITEM

**MINUTES**

**1.    *Motion to:***

**CNCL-13      (1)    adopt the **minutes** of the Regular Council meeting held on April 8, 2024; and**

**CNCL-23      (2)    adopt the **minutes** of the Regular Council meeting for Public Hearings held on April 15, 2024.**



**AGENDA ADDITIONS & DELETIONS**

**COMMITTEE OF THE WHOLE**

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





3. Delegations from the floor on Agenda items.

**PLEASE NOTE THAT FOR LEGAL REASONS, DELEGATIONS ARE NOT PERMITTED ON ZONING OR OCP AMENDMENT BYLAWS WHICH ARE TO BE ADOPTED OR ON DEVELOPMENT PERMITS/DEVELOPMENT VARIANCE PERMITS – ITEM NO. 19.**

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
- 2024-2025 Richmond RCMP Detachment Annual Performance Plan Community Priorities
- 2024 Community Celebration Grants Allocation
- Proposed Energy and Emissions Reporting Requirements for Large Existing Buildings in Richmond
- Award Of Contract 8254S – Peoplesoft Software Technical Support Services
- Annual Property Tax Rates (2024) Bylaw No. 10547
- Heritage Alteration Permit And Steveston Village Heritage Conservation Grant Program Applications For 3711 And 3731 Chatham Street
- 2021–2031 Collaborative Action Plan To Reduce And Prevent Poverty In Richmond: Progress Report For 2022–2023
- Second Avenue Traffic Calming
- Proposed Amendments To Traffic Bylaw No. 5870 For Speed Limit Reductions In Hamilton



## Council Agenda – Monday, April 22, 2024

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- Clothing And Textile Waste
- Recycling And Solid Waste Management – Report 2023: Back To Basics
- Public Electric Vehicle Charging Network – Use Of Proceeds From Low Carbon Fuel Standard (LCFS) Credits

5. *Motion to adopt Items No. 6 through No. 18 by general consent.*

☐

Consent  
Agenda  
Item

6. **COMMITTEE MINUTES**

*That the minutes of:*

- CNCL-25 (1) the **Community Safety Committee** meeting held on April 9, 2024;
- CNCL-29 (2) the **General Purposes Committee** meeting held on April 15, 2024;
- CNCL-34 (3) the **Special Finance Committee** meeting held on April 15, 2024;
- CNCL-36 (4) the **Planning Committee** meeting held on April 16, 2024;
- (5) the **Public Works and Transportation Committee** meeting held on April 17, 2024; (distributed separately)
- be received for information.*

☐

Consent  
Agenda  
Item

7. **2024-2025 RICHMOND RCMP DETACHMENT ANNUAL PERFORMANCE PLAN COMMUNITY PRIORITIES**

(File Ref. No. 09-5000-01) (REDMS No. 7592175)

CNCL-39

**See Page CNCL-39 for full report**

### COMMUNITY SAFETY COMMITTEE RECOMMENDATION

*That the priorities, Property Crime, Organized Crime, Road Safety and Vulnerable Persons, listed in the report titled “2024-2025 Richmond RCMP Detachment Annual Performance Plan –Community Priorities”, dated March 19, 2024, from the Officer in Charge, Richmond RCMP, be endorsed for inclusion in the Richmond RCMP Detachment’s fiscal year 2024-2025 (April 1, 2024 to March 31, 2025) Annual Performance Plan.*

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## Council Agenda – Monday, April 22, 2024

Pg. # ITEM

Consent  
Agenda  
Item

8. **2024 COMMUNITY CELEBRATION GRANTS ALLOCATION**  
(File Ref. No. 11-7400-01) (REDMS No. 7618438)

CNCL-48

See Page CNCL-48 for full report

### GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That the 2024 Community Celebration Grants be awarded for the recommended amount of \$52,536 as identified in Attachment 2 of the staff report titled, “2024 Community Celebration Grants Allocation”, dated March 11, 2024, from the Director, Arts, Culture and Heritage Services; and*
- (2) *That the grant funds be distributed accordingly.*



Consent  
Agenda  
Item

9. **PROPOSED ENERGY AND EMISSIONS REPORTING REQUIREMENTS FOR LARGE EXISTING BUILDINGS IN RICHMOND**  
(File Ref. No. 10-6125-07-02) (REDMS No. 7511048)

CNCL-63

See Page CNCL-63 for full report

### GENERAL PURPOSES COMMITTEE RECOMMENDATION

*That, as described in the report titled “Proposed Energy and Emissions Reporting Requirement for Large Existing Buildings in Richmond” from the Director, Sustainability and District Energy, dated March 18, 2024:*

- (1) *Staff proceed with engaging building owners and managers of large industrial, light industrial warehouse, commercial retail and office uses on proposed annual energy and emissions reporting requirements as described in Proposed Stakeholder Engagement Program; and*
- (2) *Report back on results of stakeholder consultation, including next steps on a proposed annual reporting requirement for buildings 100,000 ft<sup>2</sup> and larger in floor area.*





## Council Agenda – Monday, April 22, 2024

Pg. # ITEM

Consent  
Agenda  
Item

10. **AWARD OF CONTRACT 8254S – PEOPLESOFT SOFTWARE TECHNICAL SUPPORT SERVICES**

(File Ref. No. 04-1300-01) (REDMS No. 7575616)

CNCL-73

See Page CNCL-73 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That contract 8254S – PeopleSoft Software Technical Support Services as detailed in the staff report titled “Award of Contract 8254S – PeopleSoft Software Technical Support Services”, dated March 4, 2024, from the Director, Information Technology be awarded for a three-year term to Oracle Canada ULC for an aggregate value of \$1,263,008.87, excluding taxes; and*
- (2) *That the Chief Administrative Officer and the General Manager, Finance and Corporate Services be authorized to execute the contract and all related documentation with Oracle Canada ULC for the three-year term.*



Consent  
Agenda  
Item

11. **ANNUAL PROPERTY TAX RATES (2024) BYLAW NO. 10547**

(File Ref. No. 03-1240-01) (REDMS No. 7578836)

CNCL-76

See Page CNCL-76 for full report

FINANCE COMMITTEE RECOMMENDATION

*That the Annual Property Tax Rates (2024) Bylaw No. 10547 be introduced and given first, second and third readings.*



Consent  
Agenda  
Item

12. **HERITAGE ALTERATION PERMIT AND STEVESTON VILLAGE HERITAGE CONSERVATION GRANT PROGRAM APPLICATIONS FOR 3711 AND 3731 CHATHAM STREET**

(File Ref. No. HA 23-035787) (REDMS No. 7570719)

CNCL-88

See Page CNCL-88 for full report

PLANNING COMMITTEE RECOMMENDATION

- (1) *That a Heritage Alteration Permit which would permit building envelope conservation work on the identified heritage building at 3711 and 3731 Chatham Street, be issued; and*



- (2) *That an additional grant request of \$100,000 from the Richmond Hospital/Healthcare Auxiliary be approved under the Steveston Village Heritage Conservation Grant Program to assist with the proposed exterior conservation of the identified heritage building at 3711 and 3731 Chatham Street, and disbursed in accordance with Council Policy 5900.*



Consent  
Agenda  
Item

13. **2021–2031 COLLABORATIVE ACTION PLAN TO REDUCE AND PREVENT POVERTY IN RICHMOND: PROGRESS REPORT FOR 2022–2023**

(File Ref. No. 08-4055-08) (REDMS No. 7582374)

CNCL-138

See Page CNCL-138 for full report

PLANNING COMMITTEE RECOMMENDATION

- (1) *That the 2021–2031 Collaborative Action Plan to Reduce and Prevent Poverty in Richmond: Highlights from 2022–2023 (Attachment 1), as outlined in the staff report titled “2021–2031 Collaborative Action Plan to Reduce and Prevent Poverty in Richmond: Progress Report for 2022–2023”, dated March 14, 2024, from the Director, Community Social Development, be received for information; and*
- (2) *That the 2021–2031 Collaborative Action Plan to Reduce and Prevent Poverty in Richmond: Highlights from 2022 to 2023, be distributed to key community partners, local Members of Parliament, local Members of the Legislative Assembly and posted on the City website.*



Consent  
Agenda  
Item

14. **SECOND AVENUE TRAFFIC CALMING**

(File Ref. No. 10-6450-09-01) (REDMS No. 7584183)

CNCL-174

See Page CNCL-174 for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE RECOMMENDATION

- (1) *That Option 2 to implement two speed humps on Second Avenue, as described in the staff report titled “Second Avenue Traffic Calming”, dated March 18, 2024, from the Director, Transportation, be endorsed;*



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- (2) *That Option 3 to reduce the posted speed limit on Second Avenue to 30 km/h, as described in the staff titled “Second Avenue Traffic Calming”, dated March 18, 2024, from the Director, Transportation, be endorsed; and*
- (3) *That Traffic Bylaw No. 5870, Amendment Bylaw No. 10543, to revise the posted speed limit of Second Avenue from Steveston Highway to Chatham Street to 30 km/h, be introduced and given first, second and third reading.*



Consent  
Agenda  
Item

15. **PROPOSED AMENDMENTS TO TRAFFIC BYLAW NO. 5870 FOR SPEED LIMIT REDUCTIONS IN HAMILTON**  
(File Ref. No. 10-6450-15-01) (REDMS No. 7606657)

**CNCL-183**

**See Page CNCL-183 for full report**

PUBLIC WORKS AND TRANSPORTATION COMMITTEE  
RECOMMENDATION

*That the Traffic Bylaw No. 5870, Amendment Bylaw No. 10554, be given first, second and third readings.*



Consent  
Agenda  
Item

16. **CLOTHING AND TEXTILE WASTE**  
(File Ref. No. 10-6000-01) (REDMS No. 7277586)

**CNCL-188**

**See Page CNCL-188 for full report**

PUBLIC WORKS AND TRANSPORTATION COMMITTEE  
RECOMMENDATION

- (1) *That Option 3, as outlined in the staff report titled “Clothing and Textile Waste”, dated March 5, 2024, be endorsed;*
- (2) *That a letter be written to the Honourable George Heyman, Minister of Environment and Climate Change Strategy, to request the establishment of an extended producer responsibility program for post-consumer textile waste in British Columbia; and*
- (3) *That one-time funding of \$60,000 from the General Waste and Recycling Provision for the Clothing and Textile Waste expenditures be approved, and that the Consolidated 5 Year Financial Plan (2024-2028) be amended accordingly.*





Consent  
Agenda  
Item

17. **RECYCLING AND SOLID WASTE MANAGEMENT – REPORT 2023:  
BACK TO BASICS**

(File Ref. No. 10-6370-01) (REDMS No. 7605510)

CNCL-200

See Page CNCL-200 for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE  
RECOMMENDATION

- (1) *That the report titled “Recycling and Solid Waste Management – Report 2023: Back to Basics”, dated March 11, 2024, from the Director, Public Works Operations, be endorsed.*
- (2) *That the “Recycling and Solid Waste Management – Report 2023: Back to Basics” be made available to the community on the City’s website and through various communication tools including social media channels and as part of community outreach initiatives.*



Consent  
Agenda  
Item

18. **PUBLIC ELECTRIC VEHICLE CHARGING NETWORK – USE OF  
PROCEEDS FROM LOW CARBON FUEL STANDARD (LCFS)  
CREDITS**

(FILE REF. NO. 10-6125-01) (REDMS NO. 7502514)

CNCL-271

See Page CNCL-271 for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE  
RECOMMENDATION

*That, as described in the report titled “Public Electric Vehicle Charging Network – Use of Proceeds from Low Carbon Fuel Standard (LCFS) Credits”, from the Director, Sustainability and District Energy and Director, Public Works Operations, dated April 17, 2024:*

- (1) *Staff be authorized to sell LCFS carbon credits at the highest value to the City;*



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- (2) *Revenue from the sale of LCFS carbon credits be put into the City's Carbon Tax Provision account and be reserved for capital and operating costs related to the installation and maintenance of new electric vehicle charging stations;*
- (3) *The Chief Administrative Officer and General Manager, Finance and Corporate Services, be authorized to enter into an agreement for the sale, aggregation and/or contract to sell LCFS carbon credits; and*
- (4) *Staff report back in three years updating Council on use of revenue generated from the sale of LCFS carbon credits to expand the City's EV charging infrastructure.*



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### CONSIDERATION OF MATTERS REMOVED FROM THE CONSENT AGENDA

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### PUBLIC ANNOUNCEMENTS AND EVENTS

### NEW BUSINESS



BYLAWS FOR ADOPTION

**CNCL-279**      Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment **Bylaw No. 10504**  
Opposed at 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> Readings – None.

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**CNCL-281**      Municipal Ticket Information Authorization Bylaw No. 7321, Amendment **Bylaw No. 10505**  
Opposed at 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> Readings – None.

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**CNCL-283**      Building Regulation Bylaw No. 7230, Amendment **Bylaw No. 10506**  
Opposed at 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> Readings – None.

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**CNCL-289**      Road Closure and Removal of Road Dedication **Bylaw No. 10225**  
(Portion of Road Adjacent to 8740, 8760, 8780 and 8800 Spires Road)  
Opposed at 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> Readings – None

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**CNCL-292**      Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 10357**  
(8740, 8760, 8780, 8800 Spires Road and the Surplus Portion of the Spires Road Road Allowance, RZ 19-870807)  
Opposed at 1<sup>st</sup> Reading – Cllrs. Day, Steves and Wolfe.  
Opposed at 2<sup>nd</sup>/3<sup>rd</sup> Readings – Cllrs. Day, Steves and Wolfe.

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**CNCL-294**      Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 10218**  
(8951 & 8971 Spires Rd, 8991 Spires Gate, and the Surplus Portion of the Spires Road Road Allowance, RZ 18-818420)  
Opposed at 1<sup>st</sup> Reading – Cllrs. Day and Wolfe  
Opposed at 2<sup>nd</sup>/3<sup>rd</sup> Readings – Cllr. Wolfe

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## Council Agenda – Monday, April 22, 2024

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CNCL-296	Richmond Official Community Plan Bylaw 9000 and 7100, Amendment <b>Bylaw No. 9874</b> (5480 Parkwood Way, RZ 16-754625) Opposed at 1 <sup>st</sup> Reading – None. Opposed at 2 <sup>nd</sup> /3 <sup>rd</sup> Readings – None.	<input type="checkbox"/>
CNCL-298	Richmond Zoning Bylaw No. 8500, Amendment <b>Bylaw No. 9875</b> (5480 Parkwood Way, RZ 16-754625) Opposed at 1 <sup>st</sup> Reading – None. Opposed at 2 <sup>nd</sup> /3 <sup>rd</sup> Readings – None.	<input type="checkbox"/>
CNCL-300	Richmond Zoning Bylaw No. 8500, Amendment <b>Bylaw No. 9749</b> (9291 and 9311/9331 No. 2 Road, RZ 15-716773) Opposed at 1 <sup>st</sup> Reading – None. Opposed at 2 <sup>nd</sup> /3 <sup>rd</sup> Readings – None.	<input type="checkbox"/>

### 19. RECOMMENDATION

	See DPP Plan Package (distributed separately) for full hardcopy plans
CNCL-302 CNCL-361	<p>(1) <i>That the <b>minutes</b> of the Development Permit Panel meeting held on March 27, 2024 and the Chair's reports for the Development Permit Panel meetings held on <b>September 27, 2023, October 25, 2023, November 16, 2023 and March 13, 2024, and March 27, 2024</b> be received for information; and</i></p> <p>(2) <i>That the recommendations of the Panel to authorize the issuance of:</i></p> <p style="margin-left: 40px;">(a) <i>Development Permit (DP 21-945828) for the properties at 900 and 1000 Ferguson Road;</i></p> <p style="margin-left: 40px;">(b) <i>of Development Permit (DP 17-790086) for the properties at 9291 and 9311/9331 No. 2 Road</i></p> <p style="margin-left: 40px;">(c) <i>a Development Permit (DP 22-013200) for the property at 6011 River Road;</i></p>



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- (d) *a Development Permit (DV 22-011004) for the property at 8451 No. 5 Road; and*
  - (e) *a Development Permit (DP 22-013081) for the properties at 8740, 8760, 8780 and 8800 Spires Road;*
- be endorsed, and the Permits so issued.*

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### PUBLIC DELEGATIONS ON NON-AGENDA ITEMS

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

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**CNCL-377**

- (1) Cailan Libby to delegate on the **Refugee Housing Solution**.
- (2) Sheldon Starrett to delegate on Council Code of Conduct.
- (3) Fion Lo to delegate on Council Code of Conduct.

21. *Motion to rise and report.*

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### ADJOURNMENT

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**Regular Council**

**Monday, April 8, 2024**

Place: Council Chambers  
Richmond City Hall

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

Corporate Officer – Claudia Jesson

Call to Order: Mayor Brodie called the meeting to order at 7:00 p.m.

RES NO. ITEM

**MINUTES**

- R24/7-1 1. It was moved and seconded  
*That:*
- (1) *the minutes of the Regular Council meeting held on March 25, 2024, be adopted as circulated;*
  - (2) *the Metro Vancouver 'Board in Brief' dated March 22, 2024, be received for information.*

**CARRIED**





**Regular Council  
Monday, April 8, 2024**

**AGENDA ADDITIONS & DELETIONS**

R24/7-2

It was moved and seconded

*That Item No. 9A – “Potential Disposition of 8180 Leslie Road in Relation to RZ 20-921503”, arising out of Closed Council, be added to the Council Agenda*

**CARRIED**

**PRESENTATION**

**ARTS SERVICES YEAR IN REVIEW 2023**

Arts Services staff presented a video summary of 2023 arts activities (copy on-file, City Clerk’s Office). Staff advised the video will be available on the City’s website.

**COMMITTEE OF THE WHOLE**

R24/7-3

2. It was moved and seconded

*That Council resolve into Committee of the Whole to hear delegations on agenda items (7:06 p.m.).*

**CARRIED**

3. Delegation from the floor on Agenda item –

Item No. 12 – Low-End Market Rental (LEMR) Program and LEMR Unit Management

Deirdre Whalen, President, Richmond Poverty Reduction Coalition, spoke to her written submission of March 25, 2024 (copy on file, City Clerks Office).





**Regular Council  
Monday, April 8, 2024**

In response to a query from Council, the delegation noted that BCNPHA (BC Non Profit Housing Association) is a supportive group that works together with other non-profit housing societies to provide a variety of resources, advocacy and education, and an asset for housing societies to belong to.

- R24/7-4      4. It was moved and seconded  
*That Committee rise and report (7:13 p.m.).*

**CARRIED**

**CONSENT AGENDA**

- R24/7-5      5. It was moved and seconded  
*That Items No. 6 through 8, 10 and 12 be adopted by general consent.*

**CARRIED**

6. **COMMITTEE MINUTES**

*That the minutes of:*

- (1) *the Parks, Recreation and Cultural Services Committee meeting held on March 26, 2024;*
  - (2) *the General Purposes Committee meeting held on April 2, 2024;*
  - (3) *the Finance Committee meeting held on April 2, 2024; and*
  - (4) *the Planning Committee meeting held on April 3, 2024;*
- be received for information.*

**ADOPTED ON CONSENT**





**Regular Council  
Monday, April 8, 2024**

**7. ARTS SERVICES YEAR IN REVIEW 2023**

(File Ref. No. 11-7375-01) (REDMS No. 7569237)

- (1) That the Arts Services Year in Review 2023 as presented in the staff report titled, “Arts Services Year in Review 2023”, dated February 2, 2024, from the Director, Arts, Culture and Heritage Services, be received for information; and*
- (2) That the Arts Services Year in Review 2023 be circulated to Community Partners and Funders for their information.*

**ADOPTED ON CONSENT**

**8. RICHMOND ACCESSIBILITY PLAN 2023–2033**

(File Ref. No. 08-4055-05; 01-0370-20-008; 07-3190-01) (REDMS No. 7579296, 7501792)

- (1) That the Richmond Accessibility Plan 2023–2033 as outlined in the report titled, “Richmond Accessibility Plan 2023–2033”, dated February 21, 2024 from the Director, Community Social Development, be adopted; and*
- (2) That the Richmond Accessibility Plan 2023–2033 be distributed to key partners and organizations, local Members of Parliament, local Members of the Legislative Assembly and posted on the City's website.*

**ADOPTED ON CONSENT**

**9. APPLICATION BY BILLARD ARCHITECTURE INC. FOR REZONING AT 8180, 8200, 8220, 8240, 8260, 8280 AND 8300 LESLIE ROAD FROM THE "SINGLE DETACHED (RS1/E)" ZONE TO THE "LIGHT INDUSTRIAL, OFFICE AND LIMITED COMMERCIAL (ZI21) - ABERDEEN VILLAGE (CITY CENTRE)" ZONE AND THE "SCHOOL & INSTITUTIONAL USE (SI)" ZONE**

(File Ref. No. 12-8060-20-010514, RZ 20-921503) (REDMS No. 7423001, 7423124, 7641776)

Please see Page 6 for action on this item.





**Regular Council  
Monday, April 8, 2024**

**10. APPLICATION BY POONI GROUP FOR A TEMPORARY  
COMMERCIAL USE PERMIT AT 13651 BRIDGEPORT ROAD**

(File Ref. No. 08-4105-20- TU 23-024083) (REDMS No. 7574005, 7603768)

- (1) *That the application by Pooni Group for a Temporary Commercial Use Permit (TU 23-024083) to allow a maximum of 1,490 m<sup>2</sup> (16,043 ft<sup>2</sup>) of floor area to be used for 'Warehouse Sales' limited to the sale of household appliances, and the provision of 87 parking spaces, at 13651 Bridgeport Road until February 28, 2027 be considered; and,*
- (2) *That the application be forwarded to the May 21, 2024 Public Hearing to be held at 7:00 p.m. in the Council Chambers of Richmond City Hall.*

**ADOPTED ON CONSENT**

**11. REQUEST TO EXTEND THE REZONING ADOPTION DEADLINE  
FOR THE APPLICATION BY LANDA OVAL DEVELOPMENT LTD  
AT 6851 AND 6871 ELMBRIDGE WAY**

(File Ref. No. 12-8060-20-010423, RZ 17-782750) (REDMS No. 7606790)

Please see Page 7 for action on this item.

**12. LOW-END MARKET RENTAL (LEMR) PROGRAM AND LEMR  
UNIT MANAGEMENT**

(File Ref. No. 08-4057-05; 08-4057-08; 01-0195-01) (REDMS No. 7575578, 6786109, 7610712, 7629504, 7634493, 7641770)

*That staff be authorized, via an expression of interest, to explore opportunities to retain an independent organization to manage the Low-End Market Rental (LEMR) Program and report back to Council.*

**ADOPTED ON CONSENT**

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CONSIDERATION OF MATTERS REMOVED FROM THE  
CONSENT AGENDA

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**Regular Council  
Monday, April 8, 2024**

**PLANNING COMMITTEE –  
Councillor Bill McNulty, Chair**

9. **APPLICATION BY BILLARD ARCHITECTURE INC. FOR REZONING AT 8180, 8200, 8220, 8240, 8260, 8280 AND 8300 LESLIE ROAD FROM THE "SINGLE DETACHED (RS1/E)" ZONE TO THE "LIGHT INDUSTRIAL, OFFICE AND LIMITED COMMERCIAL (ZI21) - ABERDEEN VILLAGE (CITY CENTRE)" ZONE AND THE "SCHOOL & INSTITUTIONAL USE (SI)" ZONE**  
(File Ref. No. RZ 20-921503) (REDMS No. 7423001)

- 9A. **POTENTIAL DISPOSITION OF 8180 LESLIE ROAD IN RELATION TO RZ 20-921503**

(File Ref. No. 06-2290-20-186; XR: 12-8060-20-010514, RZ 20-921503) (REDMS NO. 7442242)

R24/7-6

It was moved and seconded

- (1) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 10514 to create the "Light Industrial, Office and Limited Commercial (ZI21) – Aberdeen Village (City Centre)" zone, and to rezone 8180, 8200, 8220, 8240, 8260, 8280 and 8300 Leslie Road from the "Single Detached (RS1/E)" zone to the "Light Industrial, Office and Limited Commercial (ZI21) – Aberdeen Village (City Centre)" zone and the "School & Institutional Use" zone, be introduced and given first reading.*
- (2) *That the City dispose of 8180 Leslie Road to 1174536 B.C. Ltd. or their delegates (as part of a comprehensive development) for \$600,000 plus applicable taxes; and*
- (3) *Staff be authorized to take all necessary steps to complete all matters as contained in the report titled "Potential Disposition of 8180 Leslie Road in Relation to RZ 20-921503" dated March 11, 2024 including authorizing the Chief Administrative Officer and the General Manager, Finance and Corporate Services to negotiate and execute all documentation required to effect the transaction, including executing all required Land Title Office documentation.*





**Regular Council  
Monday, April 8, 2024**

The question on the motion was not called as discussion ensued with respect to tree retention. The following **referral motion** was then introduced:

R24/7-7

It was moved and seconded

*That the Application by Billard Architecture Inc. for rezoning at 8180, 8200, 8220, 8240, 8260, 8280 and 8300 Leslie Road from the “Single Detached (RS1/E)” Zone to the “Light Industrial, Office and Limited Commercial (ZI21) - Aberdeen Village (City Centre)” Zone, and the “School & Institutional Use (SI)” Zone, be referred back to staff to work with the developer to secure a way to retain 2 of the 10 City trees identified as City trees No. 1 and No. 256.*

The question on the referral motion was not called as further discussion ensued with respect to tree retention and replacement.

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

The question on the main motion was then called and it was **CARRIED** with Cllrs. Au, Day, Gillanders and Wolfe opposed.

**11. REQUEST TO EXTEND THE REZONING ADOPTION DEADLINE  
FOR THE APPLICATION BY LANDA OVAL DEVELOPMENT LTD  
AT 6851 AND 6871 ELMBRIDGE WAY**

(File Ref. No. RZ 17-782750) (REDMS No. 7606790)

R24/7-8

It was moved and seconded

*That the rezoning adoption extension request, by Landa Oval Development Ltd., be granted and that the Rezoning Considerations (Item 25) be revised to require Bylaw 10423 to be adopted on or before June 10, 2024.*

The question on the motion was not called as discussion ensued with respect to the merits of the extension.





**Regular Council  
Monday, April 8, 2024**

In response to queries from Council, staff noted (i) as the adoption date is a rezoning consideration, the only body able to grant the extension is City Council, (ii) there were only two applications advanced under the grandfathering provisions for LEMR, one of which has already been withdrawn from the City, therefore the subject rezoning application is the only application that has grandfathering provisions related to LEMR, (iii) there are 4 rezoning applications that have rezoning adoption deadlines later this year where it is possible those applications could come forward and seek similar extensions, and (iv) it is a realistic expectation the required work will be completed within the requested extension timeline, as the applicant would question the viability of the development otherwise.

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

**PUBLIC ANNOUNCEMENTS AND EVENTS**

**BYLAWS FOR ADOPTION**

R24/7-9

It was moved and seconded

*That the following bylaws be adopted:*

*Solid Waste & Recycling Regulation Bylaw No. 6803, Amendment Bylaw No. 10542;*

*Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10544;*

*Housing Agreement (6851 and 6871 Elmbridge Way), Bylaw No. 10545;  
and*

*Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 10281.*

**CARRIED**





**Regular Council  
Monday, April 8, 2024**

**DEVELOPMENT PERMIT PANEL**

- R24/7-10    13. It was moved and seconded
- (1) *That the minutes and the Chair's report for the Development Permit Panel meeting held on May 10, 2023 be received for information.*
  - (2) *That the recommendations of the Panel to authorize the issuance of a Development Permit(DP 21-943565) for the property located at 9800 Van Horne Way, be endorsed and the Permit so issued.*

**CARRIED**

**PUBLIC DELEGATIONS ON NON-AGENDA ITEMS**

- R24/7-11    14. It was moved and seconded
- That Council resolve into Committee of the Whole to hear delegations on non-agenda items (8:06 p.m.).*

**CARRIED**

Chak Luen Ho and Abey Yee spoke to their written submission (copy on file, City Clerks Office) with respect to the London/Steveston Neighbourhood Park dog off-leash area.

A brief discussion ensued with respect to public engagement and the survey conducted for the dog off-leash area.

In response to queries from Council, staff noted (i) construction is approximately 50% complete, with overall completion anticipated by early summer, (ii) the budget for the project is \$250,000, of which \$177,000 has been paid out and the remainder for completion, (iii) a large number of trees, including conifers as well as canopy deciduous trees (allowing sunlight for the shrubs) will be planted, (iv) opening hours for all City parks are guided by the Parks Bylaw, and (v) there will be no lighting installed for the area, therefore it is not anticipated the area will be utilized after dark.





**Regular Council  
Monday, April 8, 2024**

- R24/7-12     15. It was moved and seconded  
*That Committee rise and report (8:26 p.m.).*

**CARRIED**

**ADJOURNMENT**

- R24/7-13     It was moved and seconded  
*That the meeting adjourn (8:27 p.m.).*

**CARRIED**

Certified a true and correct copy of the  
Minutes of the Regular meeting of the  
Council of the City of Richmond held on  
Monday, April 8, 2024.

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Mayor (Malcolm D. Brodie)

---

Corporate Officer (Claudia Jesson)





**Regular Council meeting for Public Hearings  
Monday, April 15, 2024**

Place: Council Chambers  
Richmond City Hall

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

Claudia Jesson, Corporate Officer

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

1. **RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 10535  
(ZT 23-026738)**

(File Ref. No. 12-8060-20-010535, ZT 23-026738) (REDMS No. 7531255, 7545215)

*Applicant's Comments:*

The applicant was available to respond to queries.

*Written Submissions:*

None.

*Submissions from the floor:*

None.

PH24/4-1 It was moved and seconded  
***That Richmond Zoning Bylaw 8500, Amendment Bylaw 10535 be given  
second and third readings.***

**CARRIED**





Regular Council meeting for Public Hearings  
Monday, April 15, 2024

ADJOURNMENT

PH24/4-2

It was moved and seconded  
*That the meeting adjourn (7:02 p.m.).*

**CARRIED**

Certified a true and correct copy of the  
Minutes of the Regular meeting for Public  
Hearings of the City of Richmond held on  
April 15, 2024.

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Mayor (Malcolm D. Brodie)

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Corporate Officer (Claudia Jesson)





## Community Safety Committee

Date: Tuesday, April 9, 2024

Place: Council Chambers  
Richmond City Hall

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

Also Present: Councillor Michael Wolfe (by teleconference)

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

### MINUTES

It was moved and seconded

*That the minutes of the meeting of the Community Safety Committee held on March 12, 2024, be adopted.*

**CARRIED**

### COMMUNITY SAFETY DIVISION

1. **COMMUNITY BYLAWS MONTHLY ACTIVITY REPORT – FEBRUARY 2024**

(File Ref. No. 12-8375-02) (REDMS No. 7604699)

Staff provided a brief update to an ongoing bylaw file in relation to 5540 No. 6 Road, noting that following long-form prosecution in Provincial Court, a total fine of \$100,000 was issued against five companies and two individuals.



## Community Safety Committee

Tuesday, April 9, 2024

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In response to queries from Committee, staff advised that (i) when there is a repeated and/or significant history of violations and if compliance isn't achieved through ticket and warnings, staff may seek a resolution via long-form prosecution in Provincial Court, (ii) a variety of noise-related calls for service were received, including calls regarding construction-related and mechanical noise, delivery vehicles, and congestion, (iii) bylaws staff conducted proactive patrols in the Spires Road neighbourhood in relation to construction parking and are working with the Public Works department to address issues regarding drainage ditches, (iv) fines related to animal protection and dog licencing include fines for dogs off-leash or individuals with dog licencing violations such as lapsed licences, and fines can be issued by BCSPCA and/or Bylaw Enforcement Officers, (v) bylaws staff are investigating properties with large on-site storage containers, with some coming under compliance, and (vi) staff continue to respond to complaints related to unauthorized soil deposition.

It was moved and seconded

*That the staff report titled "Community Bylaws Monthly Activity Report – February 2024", dated March 15, 2024, from the Director, Community Bylaws & Licencing, be received for information.*

**CARRIED**

### 2. **RICHMOND FIRE-RESCUE MONTHLY ACTIVITY REPORT – FEBRUARY 2024**

(File Ref. No. 09-5140-01) (REDMS No. 7605409)

In response to queries from Committee, Deputy Fire Chief Al McGrath advised that (i) naloxone kits may be administered by Richmond Fire-Rescue (RFR), bystanders, or other groups, and electronic duty reporting indicates if naloxone was administered by RFR, (ii) there has been a slight increase in the number of medical calls related to overdose/poisoning in the last year, (iii) the number of outdoor fire incidents has increased each year since 2015, and (iv) there was no environmental impact in relation to the hazardous material on Westminster Highway.

It was moved and seconded

*That the staff report titled "Richmond Fire-Rescue Monthly Activity Report – February 2024", dated March 5, 2024, from the Fire Chief, be received for information.*

**CARRIED**



## Community Safety Committee

Tuesday, April 9, 2024

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3. **FIRE CHIEF BRIEFING**

(Verbal Report)

***Working Relationship with BC Ambulance Service***

Deputy Fire Chief Al McGrath noted that a BC Ambulance Service supervisor shared that their crews enjoy working with the Richmond Fire-Rescue crews and they continue to have a positive working relationship with BCAS.

4. **RICHMOND RCMP MONTHLY ACTIVITY REPORT – FEBRUARY 2024**

(File Ref. No. 09-5000-01) (REDMS No. 7596365)

In response to queries from Committee, Chief Supt. Chauhan advised that (i) there is no official mechanism for tracking the deployment of naloxone, (ii) no patterns or trends have been identified in relation to auto thefts and Richmond is not experiencing the same spike in auto theft as Ontario, (iii) Richmond RCMP successfully executed multiple ‘Boost & Bust’ operations as part of an ongoing commitment to foster safer commercial environments and combat property crime and retail theft, (iv) the RCMP Road Safety Unit members receive training on Commercial Vehicle Safety and Enforcement in order to ensure road safety through traffic enforcement and education, (v) in February 2024, Richmond RCMP announced the launch of the Safe Exchange initiative to help prevent criminal offences associated with online sales, (vi) the Positive Ticket program is still in effect, and (vii) RCMP officers in the Youth Section conduct proactive visits at elementary and secondary schools.

It was moved and seconded

***That the report titled “RCMP Monthly Activity Report – February 2024”, dated March 13, 2024, from the Officer in Charge, Richmond RCMP Detachment, be received for information.***

**CARRIED**

5. **2024-2025 RICHMOND RCMP DETACHMENT ANNUAL PERFORMANCE PLAN COMMUNITY PRIORITIES**

(File Ref. No. 09-5000-01) (REDMS No. 7592175)

Chief Supt. Chauhan provided a brief overview of the report.

Discussion ensued regarding the community priorities outlined in the Annual Performance Plan.

It was moved and seconded



## Community Safety Committee

Tuesday, April 9, 2024

---

*That the priorities, Property Crime, Organized Crime, Road Safety and Vulnerable Persons, listed in the report titled “2024-2025 Richmond RCMP Detachment Annual Performance Plan –Community Priorities”, dated March 19, 2024, from the Officer in Charge, Richmond RCMP, be endorsed for inclusion in the Richmond RCMP Detachment’s fiscal year 2024-2025 (April 1, 2024 to March 31, 2025) Annual Performance Plan.*

**CARRIED**

6. **RCMP/OIC BRIEFING**

(Verbal Report)

(i) ***Volunteer Appreciation (Video)***

Chief Supt. Chauhan introduced a volunteer appreciation video showcasing the great work volunteers do, noting that volunteers are an integral part of community crime prevention, crime deterrent and community safety initiatives.

(ii) ***E-Scooter Skills Challenge***

Committee spoke to the upcoming E-Scooter Skills Challenge event at Lansdowne Centre on June 1.

## 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 Community Safety Committee of the Council of the City of Richmond held on Tuesday, April 9, 2024.

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Councillor Alexa Loo  
Chair

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Shannon Unrau  
Legislative Services Associate





## General Purposes Committee

Date: Monday, April 15, 2024

Place: Council Chambers  
Richmond City Hall

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

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

### AGENDA ADDITION

It was moved and seconded  
*That Request from Church on Five be added to the agenda as Item No. 6.*

**CARRIED**

### MINUTES

It was moved and seconded  
*That the minutes of the meeting of the General Purposes Committee held on April 2, 2024, be adopted as circulated.*

**CARRIED**



## General Purposes Committee

Monday, April 15, 2024

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### DELEGATION

1. Tamara Vrooman, President and CEO, Vancouver International Airport, and Dan Nomura, YVR Board of Directors, provided an annual update to Council, referencing their submission (attached to and forming part of these minutes as Schedule 1).

In response to queries from Committee, the delegation advised that (i) there is an emphasis on both cargo and passenger traffic, and most international long haul passenger routes carry a significant amount of cargo, making flights viable and efficient, (ii) there are no imminent plans for the area north-west of the Dinsmore Bridge, (iii) they have not been approached specifically regarding shelter space for refugees and asylum seekers, (iv) the jet fuel pipeline is fully operational, (v) sustainable aviation fuel can be blended with conventional aviation fuel and can flow through the existing infrastructure, (vi) they have experienced significant job growth in 2023 and the last several months, (vii) they have a strong partnership with the Canada Border Services Agency, (viii) the Vancouver Airport Authority is incorporated under the Canada Not-for-profit Corporations Act as a private non-share capital corporation, meaning that they must earn a profit but 100% of the profit must be reinvested into the airport for the betterment of the airport, and (ix) they do not have any contracts at other airports.

### COMMUNITY SERVICES DIVISION

2. **2024 COMMUNITY CELEBRATION GRANTS ALLOCATION**  
(File Ref. No. 11-7400-01) (REDMS No. 7618438)

In response to queries from Committee, staff advised that (i) all projects were evaluated by the adjudication team based on five key eligibility criteria and were assigned a percentage ranking, (ii) they reach out to some applicants that were not successful or had a lower score to assist with their application and ensure they understand the criteria for future grant opportunities, (iii) two applications were ineligible but were recommended for the Neighbourhood Block Party Program, which has been separated from the Community Celebration Grant Program, and (iv) there has been a 100% success rate on receiving post-event deliverables.

It was moved and seconded

- (1) *That the 2024 Community Celebration Grants be awarded for the recommended amount of \$52,536 as identified in Attachment 2 of the staff report titled, "2024 Community Celebration Grants Allocation", dated March 11, 2024, from the Director, Arts, Culture and Heritage Services; and*

2.



## General Purposes Committee

Monday, April 15, 2024

---

(2) *That the grant funds be distributed accordingly.*

**CARRIED**

3. **SISTER CITY ADVISORY COMMITTEE – 2023 YEAR IN REVIEW**

(File Ref. No. 01-0135-04-01) (REDMS No. 7606557)

In response to a query from Committee, staff advised that establishing and sustaining cultural and educational exchanges is a priority.

It was moved and seconded

*That the staff report titled “Sister City Advisory Committee – 2023 Year in Review,” dated March 6, 2024, from the Director, Intergovernmental Relations and Corporate and Strategic Planning be received for information.*

**CARRIED**

## ENGINEERING AND PUBLIC WORKS DIVISION

4. **PROPOSED ENERGY AND EMISSIONS REPORTING REQUIREMENTS FOR LARGE EXISTING BUILDINGS IN RICHMOND**

(File Ref. No. 10-6125-07-02) (REDMS No. 7511048)

In response to queries from Committee, staff advised that (i) they will reach out to various partners that are outside the scope of the proposed engagement program to explore voluntary participation in the initiative, (ii) the recommended software for reporting data is Energy Star Portfolio Manager, a free reporting and benchmarking software to collect, store and report annual building energy and emissions data, (iii) building benchmarking involves the measurement and analysis of annual energy consumption for buildings and enables the comparison of annual energy and emissions data between similar types of buildings, (iv) the City cannot mandate a cap on energy use or greenhouse gas (GHG) emissions for existing buildings, (v) with Council endorsement, staff will develop and conduct an engagement process for building owners and managers of very large non-residential buildings in Richmond, and input gathered during the stakeholder engagement phase will inform the development of a proposed energy and GHG reporting bylaw requirement, (vi) based on stakeholder feedback, staff will present recommendations on proposed next steps, which could include reporting requirements and potential penalties, and (vii) they will keep the Richmond Chamber of Commerce informed of the stakeholder engagement program and results.

It was moved and seconded



## General Purposes Committee

Monday, April 15, 2024

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*That, as described in the report titled “Proposed Energy and Emissions Reporting Requirement for Large Existing Buildings in Richmond” from the Director, Sustainability and District Energy, dated March 18, 2024:*

- (1) Staff proceed with engaging building owners and managers of large industrial, light industrial warehouse, commercial retail and office uses on proposed annual energy and emissions reporting requirements as described in Proposed Stakeholder Engagement Program; and*
- (2) Report back on results of stakeholder consultation, including next steps on a proposed annual reporting requirement for buildings 100,000 ft<sup>2</sup> and larger in floor area.*

**CARRIED**

## FINANCE AND CORPORATE SERVICES DIVISION

### 5. **AWARD OF CONTRACT 8254S – PEOPLESOFT SOFTWARE TECHNICAL SUPPORT SERVICES**

(File Ref. No. 04-1300-01) (REDMS No. 7575616)

In response to a query from Committee, staff advised that the Technical Support Services contract with Oracle Canada ULC enables the City to keep the PeopleSoft environments up to date with the latest system patches, security and product upgrades, and new features, noting that all software licensing agreements have a requirement to maintain a valid maintenance and support agreement which are only available directly through the license provider.

It was moved and seconded

- (1) That contract 8254S – PeopleSoft Software Technical Support Services as detailed in the staff report titled “Award of Contract 8254S – PeopleSoft Software Technical Support Services”, dated March 4, 2024, from the Director, Information Technology be awarded for a three-year term to Oracle Canada ULC for an aggregate value of \$1,263,008.87, excluding taxes; and*
- (2) That the Chief Administrative Officer and the General Manager, Finance and Corporate Services be authorized to execute the contract and all related documentation with Oracle Canada ULC for the three-year term.*

**CARRIED**



## General Purposes Committee

Monday, April 15, 2024

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### PLANNING AND DEVELOPMENT DIVISION

6. **REQUEST FROM CHURCH ON FIVE**

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

Discussion ensued regarding the letter from Church on Five dated April 12, 2024 and their funding request for their After-Hours Outreach Program (copy on file, City Clerk's Office).

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

It was moved and seconded

*That the letter from Church on Five dated April 12, 2024 be referred to staff for total analysis and report back as soon as possible.*

The question on the referral motion was not called as discussion ensued regarding (i) the timeline for staff to respond to the referral, (ii) funding sources, and (iii) current programs in place and the difference between the Church on Five after hours outreach program and the City's Homelessness Outreach Worker.

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

### ADJOURNMENT

It was moved and seconded

*That the meeting adjourn (5:07 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, April 15, 2024.

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Mayor Malcolm D. Brodie  
Chair

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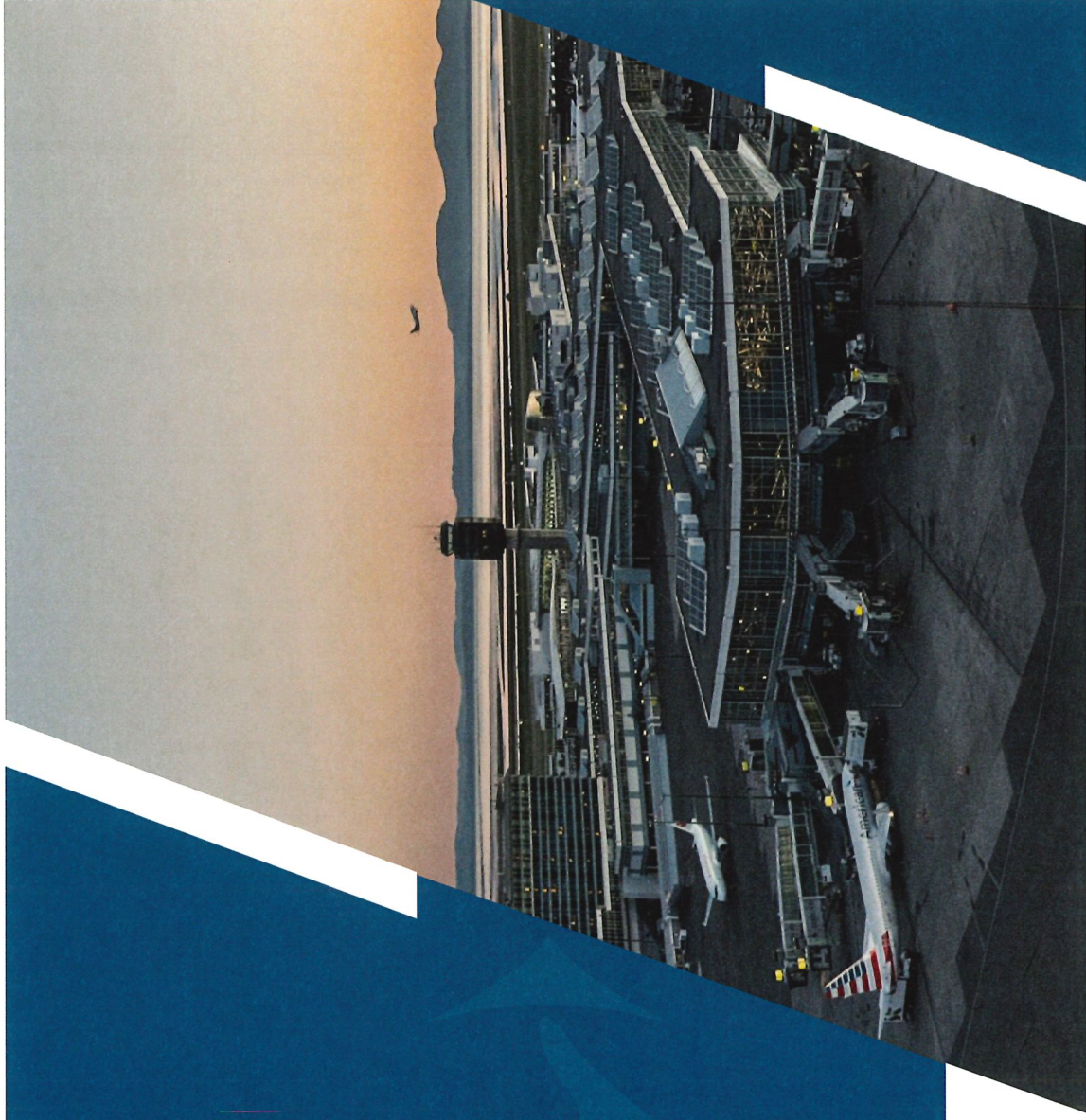
Shannon Unrau  
Legislative Services Associate



APRIL 2024

# YVR UPDATE

Tamara Vrooman  
President and CEO





In 2023, YVR welcomed  
the third-highest number  
of passengers in our  
history and significantly  
invested in air cargo



116

DESTINATIONS



53

AIRLINES



24.9 M

PASSENGERS



13

NEW INTERNATIONAL  
ROUTES



319,000

TONNES OF CARGO



982

EMPLOYEES



# YVR creates prosperity for Richmond residents

~20%

OF THE 26,000 EMPLOYEES  
ACROSS SEA ISLAND ARE  
RESIDENTS OF RICHMOND

130

RICHMOND BUSINESSES  
WORKING WITH YVR DIRECTLY







# YVR and B.C. are advancing clean aviation and goods movement

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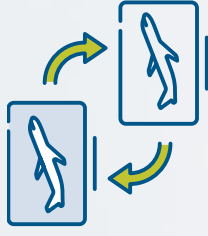
## GOVERNMENT OF B.C. - YVR PARTNERSHIP

- **Sustainable Aviation Fuel**  
Opportunities study to inform future policy
- **B.C. Airports Carbon Reduction Measures**  
Baseline study and 'Net Zero Action Plan'
- **Multi-modal Goods Movement**  
Pre-feasibility study for air and marine connections



# YVR is accelerating innovation

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## YVR's DIGITAL TWIN

Expanding our Digital Twin to unlock new functionality and use cases.



## ENHANCED PASSENGER TOOLS

Launching new digital wayfinding and passenger journey tools.



## CLEAN GROWTH ACCELERATOR

Growing Sea Island as a hub for the zero-carbon economy.



## SUPPLY CHAIN DIGITIZATION

Developing innovative solutions to optimize cargo operations.



# YVR is delivering a better, more predictable service to our community

---

**91 %**

CUSTOMER SATISFACTION

**2.1 %**

INCREASE OVER 2022

---

- Advancing more accessible and inclusive customer services including the new Curbside Greeters program.
- Reimagining the culinary experience with more local concepts.
- Opened **Paper Planes Café** – creating inclusive employment opportunities and elevating the travel experience.

**CNCL - 33(f)**





are welcome to enter · ɾəmɪ cɛ:p kʷətʃ  
am · Tous sont invités à entrer

# YVR continued to strengthen its relationship with Musqueam

- 6th year of a 30-year agreement
  - Indigenous hiring, scholarships
  - Economic partnerships, joint ventures
  - Support for ongoing operations and long-term development at YVR.
- Unveiled the **Musqueam Gathering Place**

CNCL - 33(g)



# Discussion

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CNCL - 33(h)







## Special Finance Committee

Date: Monday, April 15, 2024

Place: Council Chambers  
Richmond City Hall

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

Call to Order: The Chair called the meeting to order at 5:08 p.m.

### MINUTES

It was moved and seconded  
*That the minutes of the meeting of the Finance Committee held on April 2, 2024, be adopted as circulated.*

**CARRIED**

### FINANCE AND CORPORATE SERVICES DIVISION

1. **ANNUAL PROPERTY TAX RATES (2024) BYLAW NO. 10547**  
(File Ref. No. 03-1240-01) (REDMS No. 7578836)

In response to a query from Committee, staff advised that the staff memorandum dated April 9, 2024 provided an update to the Regional District rates to the Annual Property Tax Rates (2024) Bylaw (Schedule B to Bylaw No. 10547).

Discussion ensued regarding the comparisons of market value changes and the shifts between assessment classes.

1.



**Finance Committee**  
**Monday, April 15, 2024**

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It was moved and seconded

*That the Annual Property Tax Rates (2024) Bylaw No. 10547 be introduced and given first, second and third readings.*

**CARRIED**

**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 Finance Committee of the Council of the City of Richmond held on Monday, April 15, 2024.

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Mayor Malcolm D. Brodie  
Chair

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Shannon Unrau  
Legislative Services Associate





## Planning Committee

Date: Tuesday, April 16, 2024

Place: Council Chambers  
Richmond City Hall

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

Absent: Councillor Carol Day

Also Present: Councillor Michael Wolfe (by teleconference)

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 April 3, 2024, be adopted as circulated.*

**CARRIED**

### PLANNING AND DEVELOPMENT DIVISION

1. **APPLICATION BY KENNETH KIM ARCHITECTURE INC. FOR REZONING AT 6560 AND 6580 WILLIAMS ROAD FROM “SINGLE DETACHED (RS1/E)” ZONE TO “LOW DENSITY TOWNHOUSES (RTL4)” ZONE**

(File Ref. No. RZ 21-945388) (REDMS No. 7590174)

It was moved and seconded  
*That Richmond Zoning Bylaw 8500, Amendment Bylaw 10546, for the rezoning of 6560 and 6580 Williams Road from “Single Detached (RS1/E)” zone to “Low Density Townhouses (RTL4)” zone, be introduced and given first, second and third reading.*

**CARRIED**

1.



**Planning Committee**  
**Tuesday, April 16, 2024**

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2. **HERITAGE ALTERATION PERMIT AND STEVESTON VILLAGE HERITAGE CONSERVATION GRANT PROGRAM APPLICATIONS FOR 3711 AND 3731 CHATHAM STREET**

(File Ref. No. HA 23-035787) (REDMS No. 7570719)

It was moved and seconded

- (1) *That a Heritage Alteration Permit which would permit building envelope conservation work on the identified heritage building at 3711 and 3731 Chatham Street, be issued; and*
- (2) *That an additional grant request of \$100,000 from the Richmond Hospital/Healthcare Auxiliary be approved under the Steveston Village Heritage Conservation Grant Program to assist with the proposed exterior conservation of the identified heritage building at 3711 and 3731 Chatham Street, and disbursed in accordance with Council Policy 5900.*

**CARRIED**

3. **2021–2031 COLLABORATIVE ACTION PLAN TO REDUCE AND PREVENT POVERTY IN RICHMOND: PROGRESS REPORT FOR 2022–2023**

(File Ref. No. 08-4055-08) (REDMS No. 7582374)

In response to queries from Committee, staff advised that (i) the City of Richmond is part of the Tamarack Institute's Communities Ending Poverty network that convenes both provincial and national tables, (ii) through the BC network, staff participate monthly with other communities in BC that are working in poverty reduction and they also liaise with other municipalities in the region on matters of similar concern, (iii) all the action items listed in the "Collaborative Action Plan to Reduce and Prevent Poverty in Richmond" will be initiated and implemented by the Poverty Reduction staff position in Community Social Development, and (iv) staff will work with the outreach worker as needs arise.

It was moved and seconded

- (1) *That the 2021–2031 Collaborative Action Plan to Reduce and Prevent Poverty in Richmond: Highlights from 2022–2023 (Attachment 1), as outlined in the staff report titled "2021–2031 Collaborative Action Plan to Reduce and Prevent Poverty in Richmond: Progress Report for 2022–2023", dated March 14, 2024, from the Director, Community Social Development, be received for information; and*



**Planning Committee**  
**Tuesday, April 16, 2024**

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- (2) *That the 2021–2031 Collaborative Action Plan to Reduce and Prevent Poverty in Richmond: Highlights from 2022 to 2023, be distributed to key community partners, local Members of Parliament, local Members of the Legislative Assembly and posted on the City website.*

**CARRIED**

4. **MANAGER'S REPORT**

*Update on BC Building Code*

Staff provided an update on the newest edition of the BC Building Code, advising that (i) the new code will allow up to 18 stories which is a significant increase from 12 stories, (ii) other uses such as an assembly uses is now allowed in mass timber and (iii) there are now changes to the fire code which will now allow a mass timber building to be built without having to be covered with drywall as it is being built.

**ADJOURNMENT**

It was moved and seconded

*That the meeting adjourn (4:21 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, April 16, 2024.

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Councillor Bill McNulty  
Chair

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Raman Grewal  
Legislative Services Associate





# City of Richmond

## Report to Committee

**To:** Community Safety Committee

**Date:** March 19, 2024

**From:** Dave Chauhan  
Chief Superintendent, Officer in Charge




**File:** 09-5000-01/2024-Vol  
01

**Re:** **2024-2025 Richmond RCMP Detachment Annual Performance Plan  
Community Priorities**

### Recommendation from the OIC

That the priorities, Property Crime, Organized Crime, Road Safety and Vulnerable Persons, listed in the report titled "2024-2025 Richmond RCMP Detachment Annual Performance Plan -- Community Priorities", dated March 19, 2024, from the Officer in Charge, Richmond RCMP, be endorsed for inclusion in the Richmond RCMP Detachment's fiscal year 2024-2025 (April 1, 2024 to March 31, 2025) Annual Performance Plan.

Dave Chauhan  
Chief Superintendent, Officer in Charge  
(604-278-1212)

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
SENIOR STAFF REPORT REVIEW	INITIALS: 
APPROVED BY CAO 	



## Report

### Origin

The Officer in Charge (OIC) of the Richmond RCMP Detachment (Richmond Detachment) is committed to aligning the Richmond Detachment's strategic goals with the City of Richmond's vision "to be the most appealing, livable and well-managed community in Canada" and the RCMP's vision to promote safe communities. As such, the Richmond Detachment requests Council's endorsement of its Annual Performance Plan (APP) for the 2024-2025 fiscal year (April 1, 2024 to March 31, 2025).

This report supports Council's Strategic Plan 2022-2026 Focus Area #3 A Safe and Prepared Community:

*Community safety and preparedness through effective planning, strategic partnerships and proactive programs.*

*3.2 Leverage strategic partnerships and community-based approaches for comprehensive safety services.*

### Findings of Fact

#### Background

As part of the mandate of the Strategic Policy and Planning Directorate, all RCMP units, including the Richmond Detachment, launch a new APP every fiscal year. This process facilitates the continuous improvement of management and administrative practices across the organization and enhances strategic planning activities and performance management tracking. Local APPs are informed by organizational priorities, crime trends, and stakeholder discussions to identify areas for continued enhancement.

The priorities recommended for the APP take into consideration internal RCMP strategic directives and are in alignment with the strategic pillars identified in the 2021-2025 Richmond RCMP Detachment Strategic Plan:

- People
- Promoting Public Safety
- Targeted Enforcement

These strategic pillars provide the foundation for most operational and administrative initiatives undertaken by the Richmond Detachment, including the priorities identified in the APP. The APP is also guided by the goals and objectives of the RCMP nationwide, including those outlined in the Vision 150 Plan, which serves as a guide for the continued modernization of the RCMP.<sup>1</sup> The priorities recommended for the APP are not intended to serve as an exhaustive list

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<sup>1</sup> Vision 150 and beyond is the RCMP's Strategic Plan, <https://www.rcmp-grc.gc.ca/vision150/strategic-plan-strategique/index-eng.htm>



of the Richmond Detachment's policing objectives. Instead, they are informed explicitly by various internal RCMP guiding documents, which allow for a comprehensive, tailored and measured approach to strategic planning and performance management activities at the Richmond Detachment.

The APP ensures that policing initiatives align with the City of Richmond and RCMP strategic priorities and allows the OIC to systematically evaluate and manage police resources, programs, and operations. It also provides a valuable consultation and reporting mechanism for the City, the Commanding Officer of the RCMP "E" Division, and Richmond Detachment staff.

### Planning

The OIC regularly engages with Council and City staff to identify opportunities for improved service delivery in the community. The Richmond Detachment also promotes community and stakeholder engagement in developing responses to policing priorities. This process contributes to a robust framework for strategic planning activities. It allows for the coordination of policing objectives with the City's unique needs, as well as the RCMP's national, provincial and district initiatives. Measurements, targets and integrated risk assessments for policing initiatives are also created annually to monitor performance and manage opportunities and risks.

### Quarterly Performance Updates

Every quarter, Council receives an update on the status of the APP, which highlights the progress of objectives and policing initiatives. The quarterly update includes a summary of actions supporting each priority and outlines any opportunities or challenges that may have emerged.

### Annual Performance Plan Features

The APP is designed to enhance planning, management and administrative practices for RCMP Units and Detachments and provides the foundation for the following five organizational initiatives:<sup>2</sup>

- Contract and Aboriginal Policing Community Plans;
- Integrated Risk Management;
- Unit Level Quality Assurance;
- Performance Management; and
- Performance Improvement.

## **Analysis**

### Community Priorities

The community priorities outlined in the APP are selected through an ongoing strategic planning process, which includes the analysis of police statistics and emerging public safety issues, the review of existing programs and initiatives, and the contributions of regular discussions with

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<sup>2</sup> As per RCMP Administrative Manual Chapter 18.2 Annual Performance Plan



stakeholders. As part of the planning process for the 2021-2025 Richmond RCMP Detachment Strategic Plan, the Richmond RCMP conducted extensive community engagement. This engagement aligns with the launch of a new plan approximately every five years to ensure that the priorities are current and relevant to the community. Ongoing stakeholder discussions have also led to developing new programs and initiative implementations.

The selected priorities are reviewed to identify possible opportunities and risks. Initiatives supporting each priority are then developed through a collaborative planning process, where performance measures are determined for each priority to assist with evaluating the success and impacts of the initiatives. This process facilitates an effective response to the identified objectives and provides an opportunity to demonstrate accountability to stakeholders and the broader community.

After assessing the impacts of the previous year's APP and analyzing recent crime trends and stakeholder feedback, the OIC is recommending that Council align this year's priorities with those of the last year to maintain the Richmond Detachment's commitment to these strategic priorities while also continuing to develop the responses and initiatives promoting these objectives. As such, the OIC is recommending continuing with the following four priorities for this year's APP (April 1, 2024 to March 31, 2025):

1. Property Crime;
2. Organized Crime;
3. Road Safety; and
4. Vulnerable Persons.

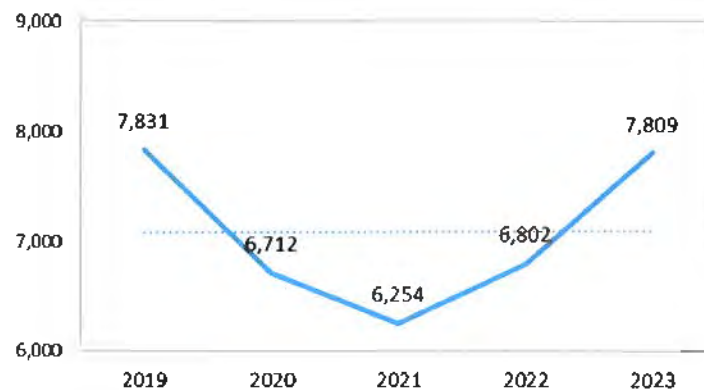
These four priorities are sufficiently broad in scope to cover emerging trends and concerns that are topical to the community.

The remainder of the report provides the rationale for continuing with the established priorities.

#### *Property Crime*

Statistical analysis of property crime incidents for the last five years has identified a stable trend, with prominent reductions between 2020 and 2022, primarily attributed to the impacts of the COVID-19 pandemic. However, as public behaviours have returned to pre-pandemic patterns, property crimes have also increased and returned to previous rates. Due to this observed trend, property crime remains a community priority.



**Figure 1: Property Crime Files**

The Richmond Detachment has continued to deploy a robust crime reduction strategy built on intelligence-led crime analysis to target property crimes. These responsive measures include the management of prolific offenders, proactive policing initiatives, collaborations with partner agencies, targeted enforcement projects, and increased training for police officers. Police will continue to deploy these measures while also working to develop enhanced public engagement and communication strategies, including raising community awareness of crime prevention resources and programs. This approach includes ongoing public messaging regarding emerging patterns and trends, the recently launched “You Etch It. We Catch It” program to combat catalytic converter theft, and the Safe Exchange program to deter thefts from online marketplace sales.

The Richmond Detachment will expand existing crime prevention initiatives by enhancing public outreach and police visibility with regular foot patrols and business outreach and by hosting and attending various events. These have recently included Shoplifting Awareness outreach to local businesses. In addition to serving as crime prevention measures, these activities and the Block Watch program also help enhance public perceptions of community safety. Presentations to different community groups, including seniors and newcomers to Canada, are an additional educational tool which will continue to be promoted. Volunteer programs such as Lock Out Auto Crime, Crime Watch and bike patrols are further measures that support crime prevention initiatives and will continue to be pursued this fiscal year.

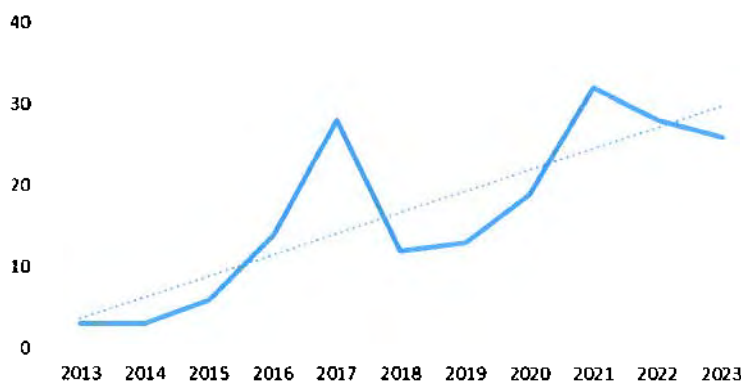
### *Organized Crime*

The Richmond Detachment has maintained organized crime as a community priority. While the overall violent crime rate remains low in Richmond, the OIC is committed to combatting organized criminal activities, which include drug trafficking, drug production, fraudulent activities and money laundering. These activities pose numerous public safety concerns, including the dangers of clandestine drug labs and gang violence.



While drug offences have been decreasing, the number of deaths related to illicit drug toxicity in Richmond has been trending upward over the last 10 years.<sup>3</sup> Police recognize the danger that these illegal drugs pose to the community, and specialized investigators have worked to target drug trafficking and drug production. In the 2023-2024 fiscal year, investigators conducted several significant organized crime-related investigations, including files that led to the seizure of various quantities of drugs, cash, and weapons, resulting in notable arrests.

**Figure 2: Illicit Drug Toxicity Deaths**



Investigators also continue to see emerging cybercrime trends, such as cryptocurrency fraud. These crimes often have a nexus to organized crime due to their sophisticated and organized nature and the potential for significant monetary gains for criminals. The Economic Crime Unit (ECU) has developed various investigative and awareness initiatives, including enhanced internal training sessions and distribution of public information resources available in English, French and Traditional Chinese. The ECU will continue to expand these programs while exploring additional education and enforcement measures.

The Richmond Detachment continues to prioritize investigations and measures that disrupt organized crime. These initiatives include gang suppression patrols, projects targeting illicit gaming locations, fraud prevention awareness, and programs promoting youth education, intervention, and engagement. In 2023, this included the launch of the Yankee 30 Youth Partnership Car program. This joint initiative involves police officers from Richmond RCMP's Youth Section working alongside youth probation officers and social workers to support at-risk youth and provide improved access to support services to guide them away from further criminal offences.

### *Road Safety*

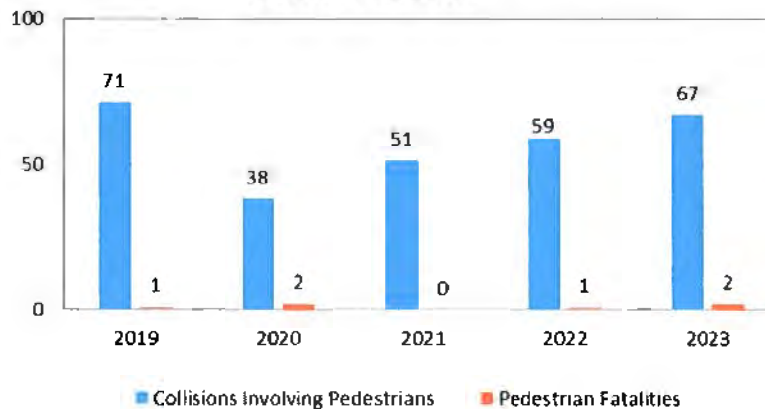
The Richmond Detachment continues to improve safety on Richmond's roads as a community priority by implementing a comprehensive road safety strategy built on intelligence-led analysis, the engagement of community policing volunteers, public education campaigns and ongoing

<sup>3</sup> <https://www2.gov.bc.ca/assets/gov/birth-adoption-death-marriage-and-divorce/deaths/coroners-service/statistical/illicit-drug.pdf>



proactive enforcement efforts. Vehicle collisions involving pedestrians decreased during the pandemic; however, in 2023, there was an increase in traffic incidents, with significant injuries or deaths in some incidents. The Detachment is closely monitoring this trend and continuing to prioritize road safety education and enforcement.

**Figure 3: Vehicle Collisions Involving Pedestrians**



The Richmond Detachment is continuously promoting public education campaigns and leveraging social media to increase awareness of road safety topics, including distracted driving, speeding, impaired driving and pedestrian safety. In addition, the Community Engagement Team and volunteers have conducted road safety outreach and deployments targeting these concerns. These actions have included Fail to Stop and Speed Watch deployments and pedestrian safety outreach events where thousands of safety reflectors were distributed throughout Richmond.

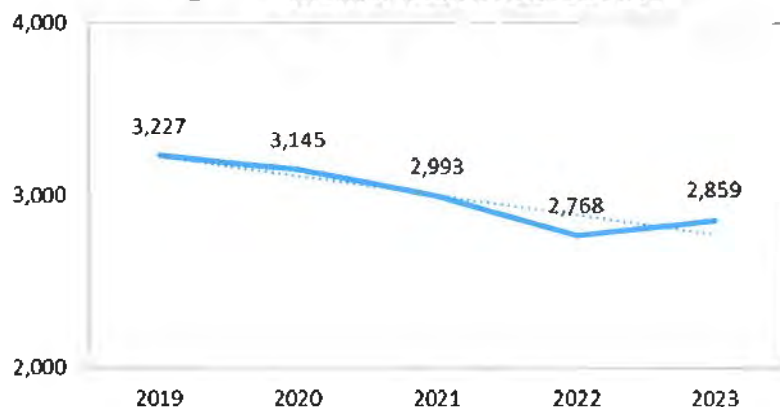
This consistent messaging and ongoing targeted enforcement efforts will remain a priority this fiscal year. Enforcement projects continue to be based on collision data and feedback received from the community. In addition, the Youth Section continues to conduct regular enforcement projects in school zones.

The Richmond Detachment has also engaged partner agencies for a variety of joint operations, including policing agencies from other jurisdictions, City Bylaws and Passenger Transportation Enforcement Officers to target a variety of safety issues. The 2023-2024 fiscal year included projects targeting illegal ride-hailing, e-bike/e-scooter safety and commercial vehicle enforcement.

#### *Vulnerable Persons*

The Richmond Detachment has maintained vulnerable persons a community priority. After several years of increases, mental health-related calls for service in Richmond began a downward trend starting in 2020. This has been attributed to several factors, including launching the Fox 80 Mental Health Car (Fox 80) in October 2019 in partnership with Vancouver Coastal Health. This program, which consists of a mental health nurse and police officer providing a joint response to calls where mental health is a concern, offers specialized support to clients in crisis.



**Figure 4: Mental Health-related Files**

While the number of files has decreased, the demand for police resources remains high. The average hospital wait time increased by 15 percent in 2023 compared to the previous year. To address these challenges, the Vulnerable Persons Unit has promoted collaborative responses to complex social issues surrounding vulnerable persons, including mental health concerns, addiction and homelessness. Moreover, the Richmond Detachment has taken on a leadership role to enhance partnerships and client support services by working with stakeholders to find viable solutions to assist vulnerable clients. Fox 80 is the most prominent of these programs; however, various ongoing initiatives exist, including collaboration with the Assertive Community Treatment team.

Homelessness remains an ongoing safety concern. To address the multi-faceted needs of individuals experiencing homelessness and develop sustained solutions to these complex social issues, the VPU collaborates with partners, including the Joint Operations Team. The VPU also continues to conduct regular outreach with the Ministry of Social Development and Poverty Reduction (MSDPR) and work with community partners to provide information and facilitate with connecting the unhoused with available support services.

This fiscal year, the Richmond Detachment will continue to focus on collaborative responses to issues surrounding vulnerable persons and will also work on increasing police training and awareness of these issues.

**Financial Impact**

None.



## **Conclusion**

Richmond Detachment requests that Council endorse the following as Community Priorities for inclusion in the 2024-2025 Annual Performance Plan (April 1, 2024 to March 31, 2025):

1. Property Crime;
2. Organized Crime;
3. Road Safety; and
4. Vulnerable Persons.

The targeted activities, as described in the APP, will focus on intelligence-led policing, offender management, officer visibility, and crime reduction initiatives through community education, engagement, partnerships, and intervention and prevention programs.



Edward Warzel  
Manager, Police Services  
(604-207-4767)





# City of Richmond

## Report to Committee

**To:** General Purposes Committee **Date:** March 11, 2024  
**From:** Marie Fenwick **File:** 11-7400-01/2024-Vol  
Director, Arts, Culture and Heritage Services 01  
**Re:** **2024 Community Celebration Grants Allocation**

### Staff Recommendations

1. That the 2024 Community Celebration Grants be awarded for the recommended amount of \$52,536 as identified in Attachment 2 of the staff report titled, "2024 Community Celebration Grants Allocation", dated March 11, 2024, from the Director, Arts, Culture and Heritage Services; and
2. That the grant funds be distributed accordingly.

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

Att. 2

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



## Staff Report

### Origin

The Neighbourhood Celebration Grant Program was relaunched in 2022 and delivered again in 2023. As part of the 2024 City Events Program at the regular Council meeting on November 27, 2023, Council endorsed the staff recommendation to split the program into two streams – the Community Celebration Grant Program and the Neighbourhood Block Party Program.

This change was proposed as a result of a review of the existing program and best practices research indicating that up to \$2,000 is suitable for a community-level event that is open to a broader public group while \$500 is a more suitable amount for a block party that is generally accessible to a more localized group of people.

The purpose of this report is to outline the Community Celebration Grant program process and recommend the recipients for Council approval.

This report supports Council's Strategic Plan 2022-2026 Focus Area #6 A Vibrant, Resilient and Active Community:

*Vibrant, resilient and active communities supported by a wide variety of opportunities to get involved, build relationships and access resources.*

*6.3 Foster intercultural harmony, community belonging, and social connections.*

*6.4 Support vulnerable populations through collaborative and sustainable programs and services.*

This report supports the following Strategic Directions set out in the *Richmond Arts Strategy*:

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

2.1. *Celebrate Richmond's cultural diversity, history, growth and change as a community.*

2.1.5 *Connect with the diverse cultural communities of Richmond (including faith-based communities) to encourage sharing of art, food and music.*

This report supports the following Strategic Directions set out in the *Community Wellness Strategy*:

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

Also, this report supports the following Strategic Directions set out in the *Cultural Harmony Plan*:

Strategic Direction #1: Intercultural Connections



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

#### Strategic Direction #5: Programs and Services

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

### Analysis

#### Program Objectives and Eligibility Criteria

The Community Celebration Grant Program supports the Council-endorsed guiding principles for City events, including building local capacity by investing in community-driven events, providing opportunities for Richmond residents and community groups to collaborate, contribute and participate; and maximizing social benefits to the community by fostering volunteerism and increasing sense of community pride and belonging.

The objectives of the program are to:

- Provide an opportunity for Richmond based school student councils and Parent Advisory Committees, faith-based groups and not-for-profit groups to receive funding to support hosting a free public event that offer opportunities to connect residents of diverse backgrounds through shared experiences;
- Encourage the development of grassroots events that support priority themes identified in the Cultural Harmony Plan, such as facilitating intercultural interaction and promoting intercultural understanding;
- Inspire community event planners to collaborate with community partners and Richmond-based artists; and
- Promote environmentally sustainable event practices, ensuring events follow the principles in the Richmond Sustainable Event Toolkit.

Eligible applicants include:

- Richmond-based not-for-profit community organizations/groups;
- Richmond-based not-for-profit faith-based groups;
- Richmond Parent Advisory Committees (PAC); and
- Richmond School Student Councils.



Eligibility criteria include:

- Event must be held in Richmond;
- Event must demonstrate alignment with program objectives, including creating events that build community in Richmond;
- Event must be free and open to the public;
- Applicant must demonstrate the capacity to host the event and a realistic estimate of resources and total budget required; and
- The event must take place in Richmond between June 1 and December 31, 2024.

Individuals, political parties or events related to political activities or lobbying, events or projects that have funding from another City of Richmond grants program, and for-profit organizations and businesses are ineligible for funding.

The Council-approved Richmond Neighbourhood Block Party Program, which has been separated from the Community Celebration Grant Program, will provide an opportunity for neighbours (two individuals not from the same household) to apply for up to \$500.00 in funding to host a block party that connects residents in their neighbourhood/strata. The program will launch to the community in April 2024. Council will be updated via a memo prior to the launch.

#### Program Promotions and Applications Received

The launch of the Community Celebration Grant Program was announced to the public, local non-profit and faith-based groups on January 29, 2024, via the City website, *What's On Bulletin*, the City's social media channels, Richmond School District No. 38 student councils and PACs, targeted communications to previous program applicants, groups and in community facilities throughout Richmond. (Attachment 1 – Community Celebration Grant Program Guidelines).

77 applications were received by the February 25, 2024 deadline. A summary of all submissions can be found in Attachment 2.

#### Adjudication Process

Of the 77 applications, 46 are recommended for funding. 29 do not meet the eligibility criteria or program mandate, and two are ineligible but recommended for the Neighbourhood Block Party Program.

An adjudication panel reviewed the applications and evaluated each project based on five key areas: alignment with program objectives, inclusiveness/accessibility and diversity, capacity, budget, and sustainability. The panel then assigned each project a score.

The 46 eligible projects requested a cumulative total of \$88,578 in total eligible funding requests.

For each application, the adjudicated score (expressed as a percentage) was multiplied by the project's eligible funding request and adjusted to accommodate the existing Council-approved budget, resulting in a total recommended funding of \$52,536.



While this amount exceeds the \$50,000 in 2024 funding approved by Council, staff recommend that the additional \$2,536 be allocated from the funds remaining from prior year funding to allow for the recommended funding to be distributed. These funds are available as a result of funds returned by recipients who either chose not to proceed with their proposed events or who did not require their full grant allocation to successfully deliver their event.

#### Next Steps

Pending Council approval of the 2024 Community Celebration Grant Program allocation, all applicants will be notified of the status of their application. Staff will provide the necessary resources and guidance to all successful applicants, including referring them to the Richmond Event Approval Coordination Team (REACT) process, if necessary. Applicants whose submissions are ineligible will be provided with recommendations to inform potential future applications, directed to the Neighbourhood Block Party Program, and/or provided connections with community organizations/associations which may offer future partnership opportunities either within or outside of this program.

Applicants who receive funding will be required to submit a final report providing an overview of the event/initiative, including the number of attendees, how the funds were used, and photographs.

#### **Financial Impact**

The 2024 Community Celebration Grant Program budget of \$50,000 was approved as part of the City's 2024 Operating Budget. In addition, this program has an unutilized balance of \$2,536 from prior year funding. A total of \$52,536 in allocations is being recommended for the 2024 Community Celebration Grant program for Council approval.

#### **Conclusion**

The distribution of \$52,536 through the 2024 Community Celebration Grant Program will support Richmond-based non-profit and faith-based groups, student councils and PACs, to develop and deliver events open to the public and/or a broader community. These events will provide lasting social benefits to the community by enhancing event planning and hosting capacity within Richmond, encouraging intercultural connections, and contributing to an increased sense of community connectedness and belonging.



Dee Bowley-Cowan  
Program Manager, Events  
(604-276-4320)

- Att. 1: Richmond Community Celebration Grant Program Guidebook  
2: Application Summary: Community Celebration Grant Program



# RICHMOND COMMUNITY CELEBRATION GRANT PROGRAM

Apply  
now!

Receive up to \$2,000 in funding  
to create an event that connects  
residents and builds community.

[richmond.ca/CelebrationGrant](http://richmond.ca/CelebrationGrant)



APPLICATIONS TO BE SUBMITTED BY FEBRUARY 25, 2024.

City of Richmond | 6911 No.3 Road, Richmond, BC V6Y 2C1



For more information,  
[RichmondHasHeart@richmond.ca](mailto:RichmondHasHeart@richmond.ca)  
[richmond.ca/CelebrationGrant](http://richmond.ca/CelebrationGrant)





### OBJECTIVES:

The Richmond Community Celebration Grant Program is designed to provide funding support for not-for-profit organizations, not-for-profit faith-based groups, Parent Advisory Committees and Student Councils for hosting free public events that connect and build community in Richmond.

#### This year's program will:

- Support participatory activities reflective of the theme of connection;
- Encourage collaboration amongst not-for-profit organizations and school-based groups to animate neighbourhoods, local business districts, parks and open spaces; and
- Support free public events that facilitate intercultural interaction and promote intercultural understanding.

### ELIGIBLE APPLICANTS:

- Richmond-based not-for-profit community organizations/groups
- Richmond-based not-for-profit faith-based groups
- Parent Advisory Committees
- Student Councils

### INELIGIBLE APPLICANTS:

- Individual applicants
- Political parties or events related to political activities or lobbying
- Events that have funding from another City of Richmond grant program or fund
- For-profit organizations or businesses
- City of Richmond Staff or Council members with a direct, indirect or perceived conflict of interest

### ELIGIBLE PROJECT EXPENSES:

- Supplies and materials (e.g., craft supplies, name tags, etc.)
- Rental of event infrastructure (e.g., tents, tables, chairs, etc.)
- Food
- Artist fees/honorariums
- Sustainability initiatives
- Marketing materials
- Event insurance
- Volunteer support (e.g., snacks, water, sun protection supplies, high-visibility safety vests, etc.)

### INELIGIBLE PROJECT EXPENSES:

- Expenses that have already been incurred at the time of the application
- Purchase of event infrastructure (e.g., tents, tables, chairs, etc.)
- Purchase of games/activities that will not be made accessible to the community post-event (e.g., board games, sports equipment, etc.)
- Building construction and repairs
- Proposals that primarily fund or award other groups or individuals
- Political activities
- Travel costs (e.g., bus passes, gas, etc.)
- Ongoing operational expenses for organizations, including staffing costs/wages for regular operational purposes
- Capital projects
- Office administration
- Fundraisers
- Deficit reduction
- Event held outside of Richmond
- Bursaries or scholarships
- Giveaway prizes/"swag" items
- Alcohol

### ASSESSMENT CRITERIA:

2023 Neighbourhood Celebration Grant recipients who apply must submit their 2023 Final Report by **February 25, 2024 at 11:59pm** in order to be considered for funding this year

#### Event is required to:

- ☑ take place in Richmond
- ☑ take place between **June 1 and December 31, 2024**
- ☑ demonstrate alignment with program objectives including creating events that build community in Richmond
- ☑ be inclusive, accessible and demonstrate engagement of community members from diverse backgrounds
- ☑ be free and open to the public
- ☑ primarily benefit Richmond residents
- ☑ encourage the collaboration and/or participation of Richmond-based artists, makers and/or entertainers

#### Applications/Applicants must:

- ☑ show evidence of capacity to host event
- ☑ show a realistic estimate of resources needed and total budget required
- ☑ demonstrate commitment to incorporate sustainability initiatives
- ☑ commit to submitting an additional Online Event Application (if request made by the Grant Administration Team) and comply with any relevant requirements through the Online Event Application process that may be in place at the time of event delivery. Further information regarding the Online Event Application can be found in the "Web Links" section below.

### POST-EVENT DELIVERABLES:

- ☑ Two photos of the event with signed photo waivers
- ☑ Final Report within four weeks of event completion (expense report to be included)
- ☑ Refund cheque to the City of Richmond (for successful 2024 grant applicants that have more than \$50.00 of grant funding leftover)

#### APPLICATION TIMELINES:

- Opens: Monday, January 29, 2024
- Closes: Sunday, February 25, 2024 at 11:59pm
- **Note:** Event is required to take place between **June 1 and December 31, 2024**

#### WEB LINKS:

- Apply online: [richmond.ca/CelebrationGrant](https://richmond.ca/CelebrationGrant)
- 2023 Neighbourhood Celebration Grant recipients: Find instructions for submitting your 2023 Final Report at [richmond.ca/CityGrants](https://richmond.ca/CityGrants)
- Information about the Online Event Application: <https://richmond.ca/...shared/assets/eventguide35661.pdf>
- **NEW!** If you are interested in hosting a block party in your Richmond neighbourhood, visit [richmond.ca/BlockPartyFund](https://richmond.ca/BlockPartyFund) starting April 15, 2024 to check if you are eligible to apply for the 2024 Richmond Neighbourhood Block Party Fund. Applications open on April 15, 2024.





## APPLICANT SUMMARY: COMMUNITY CELEBRATION GRANT PROGRAM

All projects were evaluated by the adjudication team based on five key areas: alignment with program objectives; inclusiveness, accessibility and diversity; capacity; budget and sustainability and were assigned a percentage ranking (A). Staff then determined which items in the applicant's detailed budget were eligible costs (B). For each project, the adjudicated score (A) was multiplied by the eligible costs (B) and then multiplied by 87.4% to determine the recommended funding amount allow for all 46 projects to be funded within the Council-approved amount of \$50,000 and funds of \$2,536 remaining from prior year funding. (C). The reduction of 12.6% to the eligible requested funding allows for all 46 projects to be funded within the Council-approved budget.

Some projects are ineligible for funding as they did not meeting the criteria and/or guidelines (e.g., project was proposed indoors, project fell outside of eligible time period, applicants did not show capacity to put on the project, etc.)

### Recommended Applications for Funding

Project Number	Organization and Project Name	Event Description	(A) Rounded Percentage	(B) Eligible Requested Funding	(C) (A) x (B)*87.4% = (C) Adjudicators Recommended Grant Funding
1	Air Cadet League of Canada (609 Steveston Squadron) - 609 Annual Ceremonial Review Parade	This event invites the community to view the host parade involving the 609 Steveston Squadron's Air Cadet unit.	68%	\$2,000	\$1,189
2	Atira Women's Resource Society - Willow Early Childhood Learning Centre Open House	An open house where parents and children from the Centre invite the community to celebrate and enjoy the spaces at Willow.	46%	\$1,600	\$643
3	Beth Tikvah Congregation and Centre Association - Community Wellness Day	This event invites the community to engage with and learn about modern Jewish culture through a day of wellness. The event includes an exercise program, chanting, storytelling, mindfulness activities, crafts, and short guided tours.	76%	\$2,000	\$1,328
4	Blair PAC - Sports Day Community Carnival	This event invites parents, students, the community, local vendors, and small business owners to celebrate the Blair School Community Sports Day Carnival.	70%	\$2,000	\$1,224
5	Casa Meshiko Cultural Society - Latino Family Day	This cultural event will facilitate connections of Latinos and others in Richmond through networking and sharing music and culture.	53%	\$1,700	\$787



6	Chabad Richmond - Chabad Richmond Community Summer Family BBQ	A picnic in July at London Farm to connect the community.	72%	\$2,000	<b>\$1,259</b>
7	Church on Five - Community Carnival	A free carnival experience for Richmond families to gather and to build connections between different cultures and groups of people.	60%	\$2,000	<b>\$1,049</b>
8	East Richmond Community Association - Showing our Pride at Cambie Community Centre	This event will kick off Pride Week in Richmond with a program geared towards those above 13 years of age interested in self-expression and celebrating 2SLGBTQI+ community.	71%	\$1,728	<b>\$1,072</b>
9	Evangelical Formosan Church of Greater Vancouver - Summer Block Party	This event will include food, carnival games, a BBQ, art, and music to bring families together in the community and celebrate the different cultures.	42%	\$2,000	<b>\$734</b>
10	Ferris Elementary PAC - Music in the Park	The event invites the neighbourhood to come out and enjoy an outdoor concert performed by the school's bands.	70%	\$2,000	<b>\$1,224</b>
11	Gateway Theatre -Summer Songs by the Lake	A concert in the lakes area of Minoru Park, featuring a singer and musician set to perform selections of musical theatre and opera.	73%	\$2,000	<b>\$1,276</b>
12	Gulf of Georgia Cannery Society - Welcoming the Sun	This event aims to bring together diverse audiences of all ages in celebration of Indigenous culture, history and knowledge. The organizers will collaborate with many Indigenous performers, artists, storytellers, vendors and knowledge keepers.	78%	\$1,800	<b>\$1,227</b>
13	Islamic Art of BC - The Islamic Art Experience	This event aims to unite community members through the discovery of Islamic Art at the Richmond Public Library.	52%	\$2,000	<b>\$909</b>
14	James Gilmore Elementary School Parent Advisory Co. - James Gilemore Elementary School Indigenous Engagement Event	A school fair that invites both school families and community members to attend.	90%	\$2,000	<b>\$1,573</b>
15	Kingswood Elementary School Parent Advisory Committee - Kingswood Community's Got Talent and Picnic in the Park	A talent show to showcase the diversity and talents of students to their families and the local neighbourhood.	56%	\$2,000	<b>\$979</b>



16	Kobe Memory Basketball Club - Sunset Fraser Basketball Festival	A gathering for basketball fans with games and entertainment. The event will involve connection and cooperation with local community members and non-profit organizations.	63%	\$2,000	<b>\$1,101</b>
17	London Heritage Farm Society - Arts in the Park (Performing Arts)	Concerts on the lawn of the London Farm site this Summer featuring local community performing arts individuals/groups.	55%	\$2,000	<b>\$961</b>
18	McKay PAC - McKay Community Potluck	A sustainable, planet-friendly potluck for the neighbourhood and community, serving sustainably grown food, welcoming the use of cloth napkins and flatware from home. Each unique dish carries a story, offering the opportunity to cross borders and share new experiences.	66%	\$1,050	<b>\$606</b>
19	Minoru Seniors Society - Intercultural Celebrations in the Plaza	The event connects seniors to their community by fostering social connections in outdoor spaces. The event will feature public performances, and bite-sized food samples.	77%	\$2,000	<b>\$1,346</b>
20	More Than A Roof Housing Society - Summer Fun 2024	The event will bring the community together to enjoy a mini carnival, food and games.	40%	\$2,000	<b>\$699</b>
21	Multicultural Helping House Society - Together with Us - Celebrating Cultural Diversities	This event invites the neighbourhood to enjoy a cultural parade, performers, singers, icebreaker games, and food.	75%	\$2,000	<b>\$1,311</b>
22	Richmond Art Gallery Association - Collage Party	This event invites the community to learn, connect and create collages with artists who have current exhibits at the Art Gallery.	73%	\$2,000	<b>\$1,276</b>
23	Richmond City Centre Community Association - Trick or Treat at City Centre	A fun and safe way to trick-or-treat in Richmond's urban centre, while connecting with arts and culture. The event will include trick-or-treating at mini houses, arts and crafts, and storytelling.	72%	\$2,000	<b>\$1,259</b>
24	Richmond Cosom Floor Hockey Association - RCFHA Fall Celebration	An open house for the community to try floor hockey.	53%	\$2,000	<b>\$926</b>



25	Richmond Family Place Society - Roots & Relationships	An engaging outdoor summer community event that aims to foster connections with community members. Activities include gardening, sustainability demonstrations, partner agency resources, and local food experiences.	78%	\$2,000	<b>\$1,363</b>
26	Urban Bounty - Wellness in the Garden	This event welcomes all community members to Terra Nova Barn and Community Gardens, with the goal of bringing together a diverse range of residents to connect with each other while learning how connecting with nature can help improve health and wellbeing.	75%	\$2,000	<b>\$1,311</b>
27	Richmond Intermediate Care Society - Family Day at the Park	This event aims to offer the opportunity for Rosewood Manor residents and family members to spend a day outside the manor, provide an opportunity for the surrounding community to learn about the Rosewood Manor community, and celebrate people from different cultures who live and/or work in Richmond. Features performances by a Filipino dance group, Taiko 55 drummers, and the Rosewood Manor Drum Circle.	75%	\$2,000	<b>\$1,311</b>
28	Richmond Jewish Day School - Back to School Community Connection Barbecue	The event will be for the community to learn about each others faiths, cultures and traditions through a community BBQ held at the school. RJDS will also be inviting members from across the 'Highway to Heaven' community.	71%	\$2,000	<b>\$1,241</b>
29	Richmond Kiwanis Senior Citizens Housing Society - Annual Community Seniors BBQ	A BBQ that brings together the vibrant senior population in our community to foster a sense of community and connection among our residents. The event will incorporate local artists, adding a creative and cultural dimension.	70%	\$2,000	<b>\$1,224</b>
30	Richmond Minor Football League (RMFL) - Richmond Raiders Spring Wrap-Up Event/Coaches Cup 2024	This event is an open house for the community to try and watch football.	69%	\$2,000	<b>\$1,206</b>
31	Richmond Multicultural Community Services - A Vision for Richmond - A Connection of New and Old	This event encourages newcomers to come together to enjoy food, entertainment and learn about the resources in the community.	73%	\$2,000	<b>\$1,276</b>



32	Richmond Nature Park Society - National Indigenous People Day Celebration, 3D Collaborative Art and BC Rivers Day	These events are to celebrate and learn about the history of National Indigenous Peoples Day and BC Rivers Day through guest speakers, live performances and artists.	72%	\$2,000	<b>\$1,259</b>
33	Richmond Winter Club - Open House	An open house to introduce the community to curling including wheelchair and adapted curling.	82%	\$2,000	<b>\$1,433</b>
34	RJ Tait Elementary School PAC - Tait Community Summer Kick-Off	A BBQ aimed to connect students, parents by and the neighbourhood.	70%	\$2,000	<b>\$1,224</b>
35	South Arm Community Association - Community Block Party	This event serves as an opportunity for the local community to gather with neighbours and friends to enjoy an evening in the park. Includes live entertainment, outdoor intercultural games, refreshments and local non-profit organization community booths.	73%	\$2,000	<b>\$1,276</b>
36	St. Albans - Songs for the Season	This inclusive event brings the community together through festive seasonal music and food and is intended to promote intercultural collegiality.	68%	\$1,900	<b>\$1,129</b>
37	St. Joseph the Worker - St. Joseph the Worker Neighbourhood Celebration	This event offers residents a chance to participate in a community celebration enjoying kids crafts, carnival games, food, local entertainers and face painters.	66%	\$2,000	<b>\$1,154</b>
38	Steveston Community Society - Summer Fun in the Park	This event focuses on connecting local community members through inclusive and accessible activities for all ages. Hosted bi-weekly, activities include crafts, coloring, physical literacy, live talent and organized games facilitated by summer volunteers and staff.	73%	\$1,500	<b>\$957</b>
39	Steveston Historical Society - Steveston Vintage Fair	An "upscale vintage inspired" fair with curated antiques, clothing, jewelry, china, toys and more. A Japanese themed day will offer interactive demonstrations of origami and ikebana, as well as Japanese food.	70%	\$2,000	<b>\$1,224</b>
40	The Salvation Army Richmond Corps - Christmas Celebration Community Meal	An opportunity to celebrate the holiday with a dinner for the community.	46%	\$2,000	<b>\$804</b>



41	Thompson Community Association - Celebrating 10 years of Terra Nova Nature School	A community party that celebrates the Terra Nova Nature School including local performers, nature-based activities, and tours.	78%	\$2,000	<b>\$1,363</b>
42	Thompson Community Association - Thompson Community Picnic	Designed to cater to families and friends of all ages and backgrounds, this event offers a wide range of activities, from free drop-in sports and arts programs to try-it activities and food.	77%	\$1,300	<b>\$875</b>
43	Turning Point Recovery Society - Turning Point Recovery Society's Summer BBQ for Mental Health, Addictions and Homelessness Awareness	A BBQ that aims to create an inclusive and welcoming environment that fosters community engagement in Richmond. Activities include open-mic sessions, a resource fair and a community art project.	70%	\$2,000	<b>\$1,224</b>
44	Tzu Chi Foundation of Canada - Tzu Chi Sun Flower Festival	This free event invites the community to take pictures, enjoy a picnic in the field, watch local community entertainment and browse local vendors.	64%	\$2,000	<b>\$1,119</b>
45	West Richmond Community Association - Summer Event Series	This event series welcomes the community to enjoy games, crafts, art stations by local artists, and local music performances.	77%	\$2,000	<b>\$1,346</b>
46	Westwind Parent Advisory Council - Westwind PAC Community Carnival	A carnival that brings together students, families, and neighbours to celebrate the community.	72%	\$2,000	<b>\$1,259</b>
<b>Total Amount Requested:</b>				<b>\$ 88,578</b>	<b>\$ 52,536</b>

### Not Recommended for Funding

Project Number	Organization and Project	Rationale
47	Adopt a Senior - Adopt a Senior	Ineligible application. It is not a public event.
48	ALS Society of BC - Move to Cure ALS	Ineligible application. It is a fundraiser.
49	Ave Maria Garden Foundation - Bouquets of Diversity: Celebrating Multiculturalism in Richmond	Ineligible application. It is a workshop.



50	Blundell Elementary School PAC - Blundell School Skate Night	Ineligible application. It is not a public event.
51	Canada Chain Commerce and Culture Association - The 14th Chinese's Small Golden Bell Music Oversea Final Contest Show	Ineligible application. It is a contest.
52	Dixon Elementary School PAC - Winter Wonderland Family Skate	Ineligible application. It is not a public event.
53	Ecole Elementaire William Bridge - Grade 7 Summer Splash	Ineligible application. It is not a public event.
54	General Curry School PAC - Parents & Teachers Opening Meet and Greet Celebration Event	Ineligible application. It is not a public event.
55	Hamilton Community Association - Hamilton Night Out	Ineligible application. The event already received funding through the Parks, Recreation and Community Events Grants program.
56	Henry Anderson PAC - Anderson Community Welcome Back to School	Ineligible application. It is not a public event.
57	HJ Cambie Sec School Student Council - HJ Cambie Day	Ineligible application. It is not a public event.
58	Homma Elementary PAC - Homma Family Celebration	Ineligible application. It is not a public event.
59	James Thompson Elementary School PAC - Meet the Staff BBQ	Ineligible application. It is not a public event.
60	James Whiteside PAC - Community BBQ	Ineligible application. It is not a public event.
61	JN Burnett Sec School - JNB Welcome Back Party	Ineligible application. It is not a public event.
62	Limitless Art Academy Ltd. - Eco-Art: Interior Design DIY Workshop	Ineligible application. The organization is not a not-for-profit.
63	MacNeil Sec. PAC - Year End Community BBQ	Ineligible application. It is not a public event.
64	Mamas for Mamas - Community Days	Ineligible application. It is not a public event.
65	McNeely PAC - Summer Solstice Community BBQ	Ineligible application. It is not a public event.



66	Palmer Secondary Parent Advisory Committee (PAC) - Palmer Grad Parents Dinner/Info Night	Ineligible application. It is not a public event.
67	Pian Pian Dancing Society - Richmond Chinese Mid-Autumn Festival Gala	Proposal does not align sufficiently with grant objectives.
68	Pythagoras Academy - Outdoor Interactive-Art Celebration in Richmond	Ineligible application. Event falls outside of eligible time period.
69	Richmond Arts Coalition - Artist Afternoons	Ineligible application. It is a workshop.
70	Richmond Neighbourhood Watch - Labour Day Neighbourhood Celebration	Ineligible application. The group is not a non-for-profit group. May be eligible for a Neighbourhood Block Party Fund.
71	Sea Island Community Association - Burkeville Halloween Haunted Trail	Ineligible application. The event already received funding through another City of Richmond fund.
72	September Saxophone Club - Mid-Summer Autumn Festival Gala: Anniversary Celebration	Proposal does not align sufficiently with grant objectives.
73	Spul'u'kwuks Elementary Parent Advisory Council - Meet the Teacher Night BBQ	Ineligible application. It is not a public event.
74	Terra Nova Housing Co-Operative - Terra Nova Co-op Socials Night	Proposal does not align sufficiently with grant objectives. Staff will work with the group to apply for the Neighbourhood Block Party Fund.
75	Vancouver Shuhua Academy Society - Richmond Fusion of Fans and Vision Exhibition	Proposal does not align sufficiently with grant objectives.
76	Walter Lee PAC - Walter Lee Welcome Back Event	Ineligible application. It is not a public event.
77	Xing Wu Zen Temple Society - International Buddha Bathing Day	Ineligible application. Event falls outside of eligible time period.





# City of Richmond

## Report to Committee

**To:** General Purposes Committee  
**From:** Peter Russell  
Director, Sustainability & District Energy  
**Date:** March 18, 2024  
**File:** 10-6125-07-02/2023-  
Vol 01  
**Re:** **Proposed Energy and Emissions Reporting Requirements for Large Existing Buildings in Richmond**

### Staff Recommendations

That, as described in the report titled “Proposed Energy and Emissions Reporting Requirement for Large Existing Buildings in Richmond” from the Director, Sustainability and District Energy, dated March 18, 2024:

1. Staff proceed with engaging building owners and managers of large industrial, light industrial warehouse, commercial retail and office uses on proposed annual energy and emissions reporting requirements as described in Proposed Stakeholder Engagement Program; and
2. Report back on results of stakeholder consultation, including next steps on a proposed annual reporting requirement for buildings 100,000 ft<sup>2</sup> and larger in floor area.

Peter Russell  
Director, Sustainability & District Energy  
(604-516-9873)

Att. 3

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Law	<input checked="" type="checkbox"/>	
Building Approvals	<input checked="" type="checkbox"/>	
Economic Development	<input checked="" type="checkbox"/>	
Policy Planning	<input checked="" type="checkbox"/>	
<b>SENIOR STAFF REPORT REVIEW</b>	<b>INITIALS:</b> 	<b>APPROVED BY CAO</b> 



## Staff Report

### Origin

The City is a long-time supporter of benchmarking for large existing buildings; starting in 2014, Council endorsed the Richmond Building Benchmarking Challenge (Attachment 1). The program invited building owners and operators to voluntarily benchmark their buildings, and share data with the City. In March 2016, Council recognized participating building operators who, on average, achieved 12% reduction in site energy use and 16% in GHG emissions. Monitoring energy use and GHG emissions is a foundational energy management best practice that helps building owners manage their energy use and GHG emissions to achieve operating cost savings. Sharing this data with the City aids the development of new programs and policies.

In 2017, a Council-approved recommendation directed staff to report on options to establish a building energy and emissions benchmarking policy for large buildings in Richmond as a pilot measure. That report also included a legal opinion regarding the authority of local governments in BC to set mandatory energy and emission benchmarking and reporting requirements in their bylaws and administrative procedures.

In 2020, Council endorsed the City's participation in the Building Benchmark BC (BBBC), a voluntary benchmark and disclosure program. The City has been reporting annual energy use and GHG emissions for our larger civic buildings through this platform.

This report seeks Council endorsement to engage building owners and managers of large industrial, light industrial warehouse, commercial retail and office uses in Richmond 100,000 ft<sup>2</sup> or larger in floor area on proposed annual energy and GHG emissions reporting requirements. Feedback from consultation will inform the proposed program, address data sharing and privacy considerations, confirm timing, and technical and programmatic support for building owners/managers to successfully report this data. Program administration costs including opportunities for cost recovery will be assessed, as needed.

This report supports Council's Strategic Plan 2022-2026 Focus Area #5 A Leader in Environmental Sustainability:

*5.1 Continue to demonstrate leadership in proactive climate action and environmental sustainability.*

This report supports the implementation of Richmond's Community Energy and Emissions Plan (CEEP) 2050, and OCP emission reduction policies through:

#### **Strategic Direction 1: Retrofit Existing Buildings**

Action Categories: ☒ Advance building energy and emissions performance reporting and disclosure



## Analysis

### Rationale for a Proposed Annual Reporting Requirement

The City already has policies and regulation in place for reducing operational GHG emissions from new buildings achieved through the adoption of the BC Energy Step Code, the Zero Carbon Step Code into the Building Regulation Bylaw as well through the implementation of district energy infrastructure. For existing buildings in BC, a similar Code-based regulatory framework on energy efficiency and GHG emission limits does not currently exist. Building off the success of the City's 2014 reporting pilot and the BBBC initiative, CEEP 2050 notes that the implementation of an annual energy and emissions reporting requirement for existing large buildings would begin to address this regulatory gap.

Energy and GHG emission reporting is an essential tool for evaluating and improving the operating performance of existing buildings in Richmond. Building benchmarking goes further and involves measurement and analysis of annual energy consumption for an individual building, as well as across a portfolio of buildings. It also enables comparison of annual energy and emissions data between similar types of buildings, thereby establishing a baseline of current performance, and encouraging property owners to make improvements to energy efficiency and reduce operating emissions from their buildings over time.

An annual reporting requirement would provide the City with read-only access to summarized energy and emissions data from large buildings. The City would treat this information as confidential and it would not be disclosed publicly. This data would provide an understanding of the current energy profile in these buildings, and help inform new strategies and targeted programs to reduce operating GHG emissions.

### Regional Policy and Regulatory Context

Some local governments in the region have implemented, or are considering implementing, annual energy and emission reporting requirements for existing larger buildings. A summary of Vancouver's current bylaw requirements, as well as adopted policy by Metro Vancouver Regional District is provided in Attachment 2. With Council approval, staff would align Richmond's future bylaw reporting requirements with regional partners.

Setting limits on annual GHG emissions for existing buildings is currently beyond the jurisdiction of the City. Local governments in BC cannot directly set energy and/or emissions performance requirements for existing buildings, as it is legislatively out of the scope, other than City of Vancouver, which has its own Charter. Metro Vancouver's efforts to bring forward regional GHG emission limits for existing buildings under its authority to regulate pollution in the regional air shed is ongoing.

### Energy and Emissions Context for Larger Buildings in Richmond

Richmond has 33,617 existing buildings<sup>1</sup>, which are responsible for 40% of total community GHG emissions on an annual basis. Of these buildings, 609 have floor areas 50,000 ft<sup>2</sup> and larger, representing just under 2% of the total number of buildings in Richmond (Attachment 3

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<sup>1</sup> 2017 figures, as reported in CEEP 2050  
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includes breakdown by building type). While small in number, this subset of very large buildings is responsible for 31.4% of annual GHG emissions from existing buildings (see Table 1).

**Table 1: Richmond Building Count, Energy and Emissions Breakdown by Floor Area**

Floor Area	Building Count	GHG Emissions (tCO <sub>2</sub> e / year)	Energy Use (GJ / year)	Proportion of all Building Emissions	Proportion of Total City Emissions
Area greater than 150,000 ft <sup>2</sup>	14	39,816	1,354,368	9.5%	4.1%
100,000 ft <sup>2</sup> up to 150,000 ft <sup>2</sup>	143	36,075	1,143,638	8.6%	3.4%
50,000 ft <sup>2</sup> up to 100,000 ft <sup>2</sup>	392	55,080	1,700,310	13.2%	5.1%
25,000 ft <sup>2</sup> up to 50,000 ft <sup>2</sup>	611	[	-- Data currently not available		]
<b>TOTAL</b>	<b>1,220</b>	<b>130,971</b>	<b>4,198,317</b>	<b>31.4%</b>	<b>12.6%</b>

**Date Source:** Combined estimates from City studies of energy consumption and GHG emission intensities of larger buildings, by archetype and size range (2016, 2019), and 2023 building data from BC Assessment.

**Building Count:** Includes all building types in Richmond, excluding regulated large industrial emitters, as well as buildings on land administered by YVR Airport and Vancouver Port Authority.

Buildings located in areas administered by Vancouver Port Authority, YVR Airport, as well as a federally-regulated large emitter, are outside the scope of the proposed engagement program. However, staff will reach out to these partners during the engagement program to explore voluntary participation in the initiative.

#### Shaping a Future Building Energy and Emissions Bylaw Reporting Requirement

Staff propose to engage with building owners and property managers of the largest buildings, in terms of floor area. These buildings represent the initial cohort of buildings that staff expect to have the highest level of readiness and capacity to report their annual energy and emissions. This cohort consists of industrial, light industrial, retail buildings and office uses with a gross floor area of at least 100,000 ft<sup>2</sup>. This group of buildings, 115 in total, represents 10.5% of annual GHG emissions from buildings in Richmond, and is the focus of proposed consultation in 2024, as described below in Table 2. This first cohort represents a significantly smaller number of buildings to be engaged, relative to proposed future phases, with experience gained in the first phase benefiting later stages.

To inform the proposed approach for Richmond, staff reviewed energy reporting and benchmarking bylaws and implementation approaches used by other North American jurisdictions. Based on this research, a phased approach over several years is proposed, with the initial phase covering the very largest buildings in Richmond, and then stepping down, by floor area range, to the next cohort of large buildings. With approval to proceed, staff will report back to Council in fall 2024 on results of stakeholder engagement. Based upon stakeholder feedback, staff will present recommendations on proposed next steps, which could include reporting requirements for the largest buildings to begin reporting annual energy use and GHG emissions in 2025.

For future phases, buildings covered by this reporting requirement would expand every 12 months to cover a subsequent group of buildings within a specific floor area range, subject to Council endorsement. This stepped approach would continue until 2028, when buildings 25,000 ft<sup>2</sup> or larger in gross floor area would fall under the reporting requirement, as shown below.



- **2025:** Industrial, light industrial, retail and office buildings 100,000 ft<sup>2</sup> and larger
- **2026:** All other building types 100,000 ft<sup>2</sup> and larger
- **2027:** All buildings types 50,000 ft<sup>2</sup> and larger
- **2028:** All buildings types 25,000 ft<sup>2</sup> and larger

Table 2 shows phasing timelines to 2028, where a year prior to an energy and emissions reporting requirement coming into force for a group of buildings (defined by floor area), the City would engage with building managers and property owners on the City's proposed requirements. This engagement would be phased to occur for each group of large buildings covered by the City's reporting requirements, from 2024 through 2027.

Staff are currently assessing the need to include buildings connected to Lulu Island Energy Company to this requirement. These buildings are already connected to a low-carbon system, or will be, and therefore achieve the same objectives as the proposed program to reduce GHGs emissions. The City already has access to energy data for these buildings for space heating and domestic hot water. Any further reporting of this data would provide a full understanding of the building emissions and energy usage, including lighting, pumps, and supplementary heating and cooling systems connected to BC Hydro and Fortis BC energy meters.

Finally, it is important to ensure that all building owners report their data in a standardized format. The recommended software for reporting is Energy Star Portfolio Manager (ESPM). ESPM is a free reporting and benchmarking software widely used in North America to collect, store and report annual building energy and emissions data. Data reported by each building owner will not be shared externally by the City.

**Table 2: Timeline of Proposed Energy and Emission Reporting Requirements in Richmond**

	<i>Year</i>				
	2024	2025	2026	2027	2028
<b>Proposed Stakeholder Engagement</b>	Now Report to Committee #1: Industrial, Light Industrial, Retail & Office buildings 100,000+ ft <sup>2</sup> *				
<b>Report Back and New Bylaw *</b>	Fall New Bylaw requiring reporting for Industrial, Light Industrial, Retail & Office buildings 100,000+ ft <sup>2</sup> *	First year of annual reporting for Industrial, Light Industrial, Retail & Office buildings 100,000+ ft <sup>2</sup> *			
<b>Future Stakeholder Engagement *</b>		All Buildings 100,000+ ft <sup>2</sup> *	All Buildings 50,000+ ft <sup>2</sup> *	All Buildings 25,000+ ft <sup>2</sup> *	
<b>Future Bylaw Amendments *</b>			All Buildings 100,000+ ft <sup>2</sup> *	All Buildings 50,000+ ft <sup>2</sup> *	All Buildings 25,000+ ft <sup>2</sup> *
Initial Phase, the scope of this report					

\* Subject to Council approval

\* All residential and non-residential uses



### Proposed Stakeholder Engagement Program

With Council endorsement, staff will proceed to develop and conduct an engagement process for building owners and managers of very large non-residential buildings in Richmond, beginning in Q2 2024. Key questions to answer during the stakeholder engagement include:

- ***Are you aware of the benefits of energy and GHG emissions reporting and benchmarking?*** Staff will show how annual benchmarking and reporting can be leveraged to reduce energy costs and GHG emissions, thereby improving the overall building efficiency.
- ***What is your level of readiness to begin reporting to the City?*** Staff will ensure that stakeholders affected by a potential reporting requirement have sufficient capacity and knowledge to use the tools available to record and report energy use and emissions.
- ***Do you have additional feedback on the proposed reporting requirement?*** Staff will Gather feedback from stakeholders on timing, data privacy concerns, and proposed approach.
- ***What supports do you currently have or need?*** Staff will seek to understand if technical support is needed to assist applicants during the first reporting cycle, and what this looks like on an ongoing basis.
- ***Are you aware of available federal and provincial energy incentives?*** Staff will share information to gauge level of awareness of current energy efficiency and decarbonisation incentives, and how the City could assist.
- ***What is the best way to keep in touch?*** Staff will also determine the optimum format for ongoing engagement of existing building owners and property managers by the City.<sup>2</sup>

Input gathered during the stakeholder engagement phase will inform the development of a proposed energy and GHG reporting bylaw requirement, and a potential nominal annual fee for technical support. Engagement is forecast to conclude in Q4 2024, after which a summary Council report will be prepared on outcomes of the consultation, and will include recommendations for Council consideration regarding implementation of an energy and an emissions reporting requirement for this first group of existing buildings via bylaw.

### Legality and Privacy Considerations

In 2017, external legal counsel was commissioned to provide an opinion to the City reviewing whether the City could mandate building owners to provide information regarding a building's annual energy consumption and emissions.

The findings of the report underscore the authority of local governments to mandate building owners to share energy consumption and GHG emissions data from their buildings. The legal opinion also highlights the need for transparency in justifying data collection and the importance of safeguarding confidentiality of that information once reported.

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<sup>2</sup> For Richmond's new building design and construction community, the optimum engagement format to support implementation of the BC Energy Step Code has been through Richmond's successful *Builder Breakfast* series for local builders, as well as periodic online webinars and in-person meetings with large building developers.



**Financial Impact**

None for the stakeholder engagement phase. Staff will report on financial implications of moving forward following stakeholder engagement when the proposed bylaw is presented for Council consideration in a future report. It may include consultant and administrative costs, fees, as applicable, and resources for ongoing support.

**Conclusion**

The report outlines the importance of mandatory reporting as an effective tool for reducing energy use and GHG emissions for larger buildings in Richmond, and for meeting the City's targets. To ensure a smooth adoption of proposed reporting requirements a phased approach that incorporates lessons learned is proposed to commence in 2024 for industrial, light industrial warehouse, commercial office and retail uses. The floor area thresholds and criteria for reporting align with similar proposals set forth by Metro Vancouver and the City of Vancouver, establishing a regionally consistent approach.

Early implementation of an energy and emissions reporting requirement for larger buildings aligns with Richmond's leadership in building benchmarking. Finally, building-scale energy and emissions data facilitates informed planning and decision-making by the City on future policies and programs targeting large existing buildings in Richmond, and supports the City's decarbonisation objectives for this sector as outlined in the Community Energy & Emissions Plan 2050.



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GB:NC

Att. 1: Richmond Building Energy Challenge Results Summary

Att. 2: Regional Policy and Regulatory Context: City of Vancouver and Metro Vancouver

Att. 3: Total Buildings by Type (50,000 ft<sup>2</sup> or more in area)



## ATTACHMENT 1

### Richmond Building Energy Challenge Results Summary



## Building Energy Challenge

This program is now closed

### **Program Overview**

In April 2014, Council endorsed the development and implementation of a "Building Energy Challenge", a friendly competition to reduce energy use in commercial, institutional and multifamily properties. The Challenge is part of the broader EnergySave Richmond suite of programs, which support the implementation of the 2014 Community Energy and Emissions Plan and are intended to help pursue greenhouse gas (GHG) reduction targets in the Official Community Plan.

Over the course of 2015, the City of Richmond hosted the first year of its Building Energy Challenge (BEC). As part of the program, participants are asked to track their energy performance and commit to pursuing strategies to reduce costs and benefit the environment. The Challenge provided the participants with:

- Energy coaching, whereby an energy management expert helps participants track and benchmark their energy use, and identify energy management opportunities.
- Subsidized training opportunities for buildings' operations staff.
- Access to and education about BC Hydro and Fortis BC energy rebate programs.
- Instruction and encouragement to benchmark buildings' energy performance.
- Networking and peer learning opportunities.

### **Participants and Partnership**

Forty organizations representing 124 buildings registered in the Challenge. They included a variety of types of participants, including offices, warehouses, hotels, casinos, educational institutions, multifamily property managers, and other organizations.

### **Results:**

- 5,596,804 square feet of property were benchmarked in Portfolio Manager.
- 75 buildings across 12 organizations were represented.
- 10 out these 12 organizations were deemed to be benchmarked because of their participation in the Building Energy Challenge.
- Site energy use decreased 12% over the last baseline year.
- GHG emissions decreased 16%.
- Electricity consumption reduced by 7%.



### Regional Policy and Regulatory Context: City of Vancouver and Metro Vancouver

#### City of Vancouver

- **Annual Greenhouse Gas and Energy Limits By-Law No. 13472**

In July 2022, City of Vancouver introduced its Annual Greenhouse Gas Emissions and Energy Limits By-Law, outlining GHG emissions and heat energy thresholds for existing buildings within its jurisdiction. This bylaw also mandates energy and carbon emission reporting for existing large commercial and residential buildings. For residential uses, these requirements only apply to buildings that are four or more floors in height.

The bylaw requires commercial buildings in Vancouver 100,000 ft<sup>2</sup> or larger in floor area to annually report energy and emissions data to the City in 2024. The bylaw also sets 2025 as a reporting date for commercial buildings 50,000 ft<sup>2</sup> and higher in floor area, as well as residential buildings with floor area 100,000 ft<sup>2</sup> and higher. In 2026, residential buildings above 50,000 ft<sup>2</sup> would also be required to report this data.

There are costs associated with the implementation of Vancouver's bylaw. Vancouver is developing a reporting and data management system, providing technical support through a hotline, and creating a dedicated website with resources available to the community. Reporting properties are required to cover bylaw administration costs of \$500 per year.

#### Metro Vancouver Regional District

- **Clean Air Plan 2021**

The regional air quality and GHG management plan aims to reduce air contaminant emissions and their impacts, including greenhouse gases, over the next decade. The plan sets a commitment to a carbon neutral region by 2050, noting that achievement of plan objectives will improve regional air quality, and protect human health and environment.

- **Air Quality Management Bylaw No. 1082, 2008**

Metro Vancouver protects public health and the environment through a tiered approach to managing the discharge of local air contaminants that applies the use of site-specific permits, sectoral emission regulations, and provisions within Bylaw 1082.

- **Boilers and Process Heaters Emission Regulation Bylaw No. 1087, 2008**

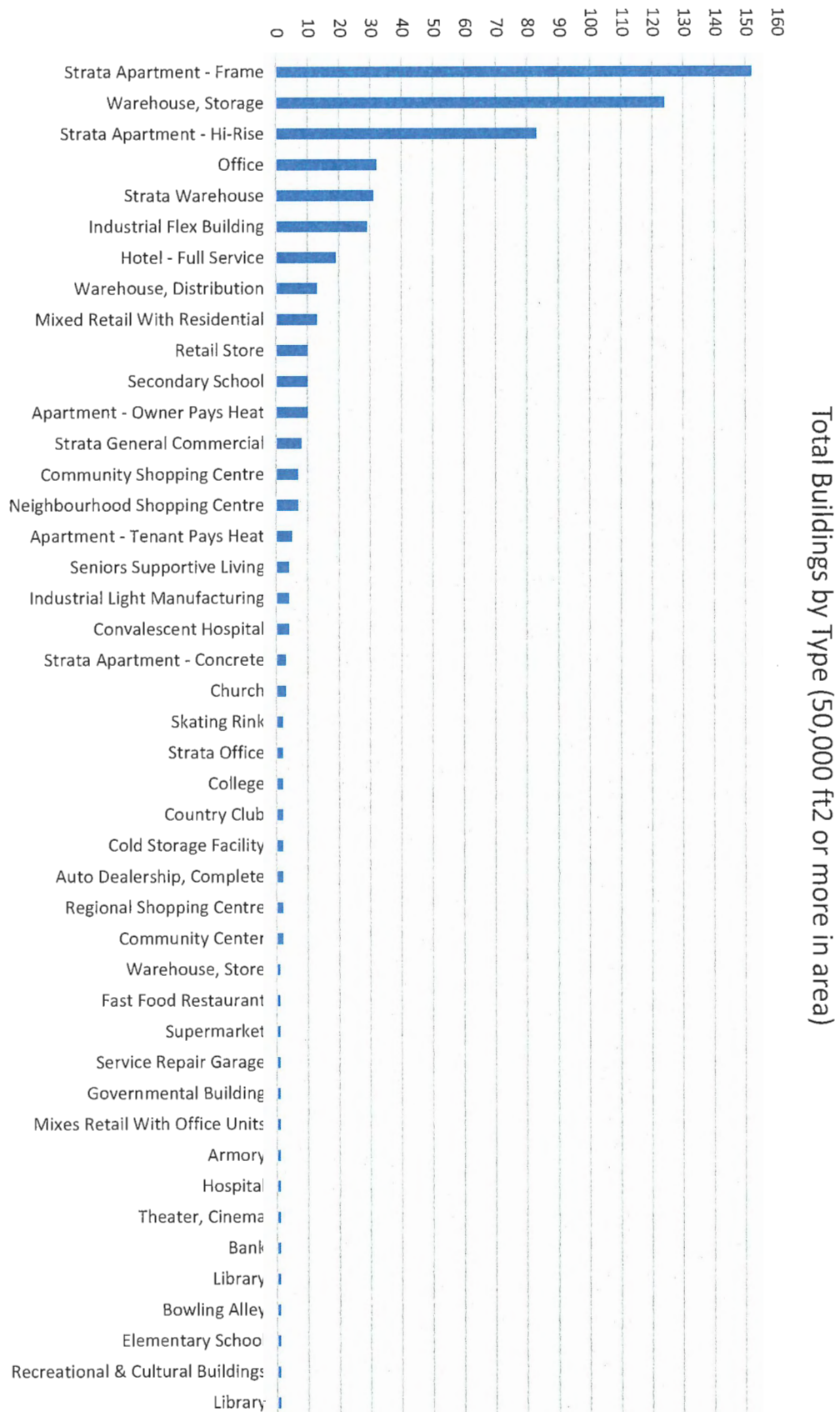
This bylaw covers health-harming air contaminants from boilers used to provide space heating or domestic hot water in commercial, institutional, residential or industrial buildings. It also covers emissions from process heating used in industrial applications.

Metro Vancouver staff have developed a proposed annual energy and emissions reporting requirement for larger buildings in the region, aligned with City of Vancouver's requirements. If approved, Metro Vancouver would use its authority as regulator of regional air contaminants to establish GHG emissions limits by building type, leading to building upgrades.



**Total Buildings by Type (50,000 ft2 or more in area)**

**ATTACHMENT 3**







# City of Richmond

## Report to Committee

**To:** General Purposes Committee  
**From:** Grant Fengstad  
Director, Information Technology  
**Date:** March 4, 2024  
**File:** 04-1300-01/2024-Vol  
01  
**Re:** Award of Contract 8254S – PeopleSoft Software Technical Support Services

### Staff Recommendations

1. That contract 8254S – PeopleSoft Software Technical Support Services as detailed in the staff report titled “Award of Contract 8254S – PeopleSoft Software Technical Support Services”, dated March 4, 2024, from the Director, Information Technology be awarded for a three-year term to Oracle Canada ULC for an aggregate value of \$1,263,008.87, excluding taxes; and
2. That the Chief Administrative Officer and the General Manager, Finance and Corporate Services be authorized to execute the contract and all related documentation with Oracle Canada ULC for the three-year term.

Grant Fengstad  
Director, Information Technology  
(604-276-4096)

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



## Staff Report

### Origin

The City entered into a Software End User License and Services Agreement with PeopleSoft Canada on May 29, 1998 for the PeopleSoft Financials and Human Capital Management systems. The agreement grants the City a perpetual license for the use of the PeopleSoft products. In addition to the licenses, the City receives updates and patches based on having a support agreement in place for the modules the City owns, which include:

- Financial modules such as General Ledger, Accounts Payable, Accounts Receivable, Billing, Project Costing, Asset Management;
- Supply Chain modules such as Purchasing, and Inventory; and
- Human Resources modules such as Human Resources Management and Payroll.

In December 2004, Oracle Canada ULC announced that it had acquired PeopleSoft Canada. The agreement was updated to transfer the annual Software Update License and Support services contract from PeopleSoft Canada to Oracle Canada ULC. As a result, the City receives access to products and support services related to the PeopleSoft product family from Oracle Canada ULC.

The Technical Support Services contract with Oracle Canada ULC enables the City to keep the PeopleSoft environments up-to-date with the latest system patches, security and product upgrades and new features.

This report supports Council's Strategic Plan 2022-2026 Focus Area# 4 Responsible Financial Management and Governance:

*Responsible financial management and efficient use of public resources to meet the needs of the community.*

*4.1 Ensure effective financial planning to support a sustainable future for the City.*

*4.2 Seek improvements and efficiencies in all aspects of City business.*

*4.3 Foster community trust through open, transparent and accountable budgeting practices and processes.*

### Analysis

Since its implementation in 1998, PeopleSoft Financials and PeopleSoft Human Capital Management have become the City's primary enterprise resource planning system performing critical day-to-day financial, human resources and payroll operations. Financial budgets and transactions are recorded, tracked and monitored in PeopleSoft Financials.



Employee data, including employment records, compensation, benefits and time entries, is stored and tracked in PeopleSoft Human Capital Management. City payroll is also managed through the system while numerous City applications and systems are heavily integrated with the PeopleSoft systems, including Public Works' Asset and Work Order Management System, Tax and Utility Billing System, Property Management System, and the Corporate Analytics System.

Additionally, the new Corporate Budget Planning and Modeling system, Oracle EPM is integrated to both PeopleSoft Financials and PeopleSoft Human Capital Management.

Access to patches, security and product updates is only available through a direct support agreement with Oracle Canada ULC. All software licensing agreements have a requirement to maintain a valid maintenance and support agreement. These agreements are only available directly through the license provider.

The PeopleSoft Financials and Human Capital Management systems continue to fulfill the City's needs effectively. Transitioning to a new system would entail significant costs and staff time commitment. Furthermore, there are potential risks of business disruptions, data loss, loss of business critical customizations and alterations to current business processes. Additionally, the City has opted for contract renewals which are allowed under the exemptions outlined in relevant trade treaties, which allow public entities to forego open tendering obligations where a change in supplier is unfeasible due to economic or technical reasons.

These reasons summarize the rational of single sourcing a further renewal of the PeopleSoft Technical Support Services contract with Oracle Canada ULC.

### **Financial Impact**

None. Funding for this contract is included in the Council approved operating budget. Future year contract increases will be incorporated into the 5-Year Financial Plan.

### **Conclusion**

Staff recommend that Contract 8254S – PeopleSoft Software Technical Support Services for an aggregate value of \$1,263,008.87, excluding taxes, be awarded to Oracle Canada ULC for a three-year contract term.



Kathy Hui  
Business Analyst, Information Technology  
(604-276-4059)





# City of Richmond

## Report to Committee

**To:** Finance Committee

**Date:** April 4, 2024

**From:** Mike Ching  
Director, Finance

**File:** 03-1240-01/2024-Vol  
01

**Re:** Annual Property Tax Rates (2024) Bylaw No. 10547

### Staff Recommendation

That the Annual Property Tax Rates (2024) Bylaw No. 10547 be introduced and given first, second and third readings.

Mike Ching  
Director, Finance  
(604-276-4137)

Att. 1

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
SENIOR STAFF REPORT REVIEW	INITIALS: 
APPROVED BY CAO 	



## **Staff Report**

### **Origin**

Section 197 of the *Community Charter* requires municipalities to establish property tax rates for the current year on the basis of the assessed values after the adoption of the Consolidated 5 Year Financial Plan and before May 15<sup>th</sup>. Council must, under subsection 197(3.1), consider the tax distribution to each assessment class, in conjunction with the objectives and policies set out in the City's financial plan, prior to adopting the tax rate bylaw.

This report supports Council's Strategic Plan 2022-2026 Focus Area #4 Responsible Financial Management and Governance:

*Responsible financial management and efficient use of public resources to meet the needs of the community.*

*4.1 Ensure effective financial planning to support a sustainable future for the City.*

*4.3 Foster community trust through open, transparent and accountable budgeting practices and processes.*

### **Analysis**

Under the *Community Charter*, all municipalities in BC are required to calculate tax rates based on the Revised Roll totals provided by BC Assessment. Assessment values in the Revised Roll reflect the market condition as of July 1<sup>st</sup> of the preceding year. The assessment figures are comprised of market values for existing properties and values for new properties (new growth) for 2024.

Tables 1 and 1.1 provide comparisons of 2023 to 2024 and 2022 to 2023 market value changes and new growth respectively. Market value changes reflect the market price of existing properties from year to year, while new growth is the term used for new developments, property shifts between assessment classes, and any new exemptions.

New developments add taxable value to the class while new exemptions reduce the value to the class. Large multi-year developments may add new growth to the Revised Roll for each year the project is in construction. The new growth value is determined by the percentage of project completed and valued in the current year, less the value reported in the preceding year.



*Table 1: Assessment Values 2023 to 2024*

Property Class	2023 Total Assessment 1	2024 Market Value Change 2	2024 New Growth and Re-Class 3	2024 Total Assessment 4	% Market Value Change 5
Class 01 - Residential	\$ 101,623,264,111	\$ 2,546,751,811	\$ 1,504,491,263	\$ 105,674,507,185	2.51%
Class 02 - Utility	47,852,025	3,896,205	493,730	52,241,960	8.14%
Class 03 - Supportive Housing	20	0	0	20	-
Class 04 - Major Industry	528,312,800	77,130,000	1,457,400	606,900,200	14.60%
Class 05 - Light Industry	6,737,965,300	662,573,200	45,423,900	7,445,962,400	9.83%
Class 06 - Business/Other	26,755,530,241	713,254,247	339,821,415	27,808,605,903	2.67%
Class 08 - Recreation/Non-Profit	440,868,800	(49,939,100)	(7,647,200)	383,282,500	-11.33%
Class 09 - Farm	25,544,898	738,927	(697,789)	25,586,036	2.89%
<b>Total</b>	<b>\$ 136,159,338,195</b>	<b>\$ 3,954,405,290</b>	<b>\$ 1,883,342,719</b>	<b>\$ 141,997,086,204</b>	<b>2.90%</b>

<sup>1</sup>2023 property assessment values provided by BC Assessment are based on the state and condition of 88,031 properties as of July 1, 2022.

<sup>2</sup>Current year's market value change of the same 88,031 properties from 2023 to 2024.

<sup>3</sup>New growth is the term used for new developments, new exemptions and any re-classed properties. Re-class refers to property shifts between assessment classes. In 2024, 972 new folios were created due to new growth.

<sup>4</sup>The 2024 total assessment values provided by BC Assessment are based on the state and condition of 89,003 properties as of July 1, 2023.

<sup>5</sup>Percentage increase based on market value change of the existing properties from 2023 to 2024 (percentage change of column (2) from column (1)).

*Table 1.1: Assessment Values 2022 to 2023*

Property Class	2022 Total Assessment 1	2023 Market Value Change 2	2023 New Growth and Re-Class 3	2023 Total Assessment 4	% Market Value Change 5
Class 01 - Residential	\$ 92,961,083,074	\$ 7,369,567,860	\$ 1,292,613,177	\$ 101,623,264,111	7.93%
Class 02 - Utility	43,032,692	4,850,433	(31,100)	47,852,025	11.27%
Class 03 - Supportive Housing	20	0	0	20	-
Class 04 - Major Industry	389,851,100	135,737,300	2,724,400	528,312,800	34.82%
Class 05 - Light Industry	5,368,958,100	1,606,374,100	(237,366,900)	6,737,965,300	29.92%
Class 06 - Business/Other	22,213,155,753	3,886,895,788	655,478,700	26,755,530,241	17.50%
Class 08 - Recreation/Non-Profit	353,571,300	83,436,700	3,860,800	440,868,800	23.60%
Class 09 - Farm	26,496,340	73,700	(1,025,142)	25,544,898	0.28%
<b>Total</b>	<b>\$ 121,356,148,379</b>	<b>\$ 13,086,935,881</b>	<b>\$ 1,716,253,935</b>	<b>\$ 136,159,338,195</b>	<b>10.78%</b>

#### Highlights:

- From 2023 to 2024, total market value for all property classes increased by approximately \$3.95B or 2.90% as shown in Table 1. In comparison, Table 1.1 shows that from 2022 to 2023 market value increased by \$13.09B or 10.78%. Market value



increases are lower than the previous year in most classes as rising interest rates are a contributing factor to lower demand.

- Breakdown of the market value change by assessment class shows that for 2023 to 2024, residential market values increased by approximately \$2.55B or 2.51%. In comparison, the increase for 2022 to 2023 market value was \$7.37B or 7.93%.
- Further breakdown of the residential market value shows that in 2024, single family detached (SFD) properties had an average increase in market value of 2.14% while strata properties had an average increase in market value of 4.10%. In comparison, 2023 market values increase by 6.19% and 10.80% for SFD and strata properties respectively.
- Total new growth in 2024 is approximately \$1.88B, an increase of 9.74% from the \$1.72B of new growth in 2023. Similar to previous years, the majority of new growth is in the residential class having 79.88% of the total new growth.
- Market value in the light industry and business/other classes remains stable with a market value increase of \$662.6M and \$713.2M or 9.83% and 2.67% respectively.
- The farm class new growth value decrease of \$698K in 2024 is primarily due to the annual farm applications not being submitted to BC Assessment by the October 31, 2023 due date.

As in prior years, estimated revenue from new growth was included as a separate income source when preparing the 2024 Operating Budget. Revenue from new growth reduces the tax increase required to balance the operating budget.

#### Tax Rates:

Prior to calculating new tax rates based on the Council approved increase of 5.62%, the prior year's tax rates are adjusted to account for changes in assessment values of existing properties from one year to the next. Adjusting tax rates ensures the City collects the same amount of taxes from each class in the current year as it did in the previous year. In general, when assessment values increase, the base tax rate decreases and conversely, when assessment values decrease, the base tax rate increases.

Once the base rates are adjusted, the Council approved tax increase is applied to the base rates to determine the new rates for the current year for each assessment class.

#### Tax Burden:

Tax burden analysis provides a snapshot of the portion of total taxes collected from each assessment class. Each municipality has the option of shifting tax burden from one assessment class to another, as long as the total taxes collected meet their annual budget requirements. Without direction from Council to shift tax burden from one assessment class to another, tax burden for each class will change only with new growth in that class.



Tables 2 and 2.1 below provide overviews of the City's tax burden for each assessment class in 2024 and 2023 with minimal changes to the tax burden.

*Table 2: 2024 Revised Roll and Tax Burden*

2024 Revised Roll						
Assessment Class	Folio	% of Total Folio	Assessment	% of Total Assessment	Total Municipal Taxes	% of Total Municipal Taxes (Tax Burden)
Residential	80,885	89.42%	\$ 105,674,507,185	74.42%	\$ 177,063,977.26	57.20%
Utility	117	0.13%	52,241,960	0.04%	\$ 1,871,079.23	0.60%
Supportive Housing	13	0.01%	20	0.00%	\$ 0.03	0.00%
Major Industry	30	0.03%	606,900,200	0.43%	\$ 3,301,609.92	1.07%
Light Industry	651	0.72%	7,445,962,400	5.24%	\$ 26,686,552.62	8.62%
Business/Other	7,711	8.53%	27,808,605,903	19.58%	\$ 99,666,877.81	32.20%
Recreation/Non-Profit	474	0.52%	383,282,500	0.27%	\$ 530,428.48	0.17%
Farm	583	0.64%	25,586,036	0.02%	\$ 433,736.53	0.14%
<b>Total</b>	<b>90,464</b>	<b>100.00%</b>	<b>\$ 141,997,086,204</b>	<b>100.00%</b>	<b>\$ 309,554,261.88</b>	<b>100.00%</b>

*Table 2.1: 2023 Revised Roll and Tax Burden*

2023 Revised Roll						
Assessment Class	Folio	% of Total Folio	Assessment	% of Total Assessment	Total Municipal Taxes	% of Total Municipal Taxes (Tax Burden)
Residential	80,006	89.45%	\$ 101,623,264,111	74.63%	\$ 165,255,687.17	57.11%
Utility	118	0.13%	47,852,025	0.04%	\$ 1,754,777.30	0.60%
Supportive Housing	13	0.01%	20	0.00%	\$ 0.03	0.00%
Major Industry	30	0.03%	528,312,800	0.39%	\$ 3,118,424.42	1.08%
Light Industry	584	0.65%	6,737,965,300	4.95%	\$ 23,803,277.39	8.23%
Business/Other	7,627	8.54%	26,755,530,241	19.65%	\$ 94,519,529.24	32.66%
Recreation/Non-Profit	476	0.53%	440,868,800	0.32%	\$ 512,223.42	0.18%
Farm	594	0.66%	25,544,898	0.02%	\$ 421,857.13	0.14%
<b>Total</b>	<b>89,448</b>	<b>100.00%</b>	<b>\$ 136,159,338,195</b>	<b>100.00%</b>	<b>\$ 289,385,776.09</b>	<b>100.00%</b>

In 2024, the City's residential class is comprised of 80,885 folios or 89.42% of the City's total folio count. The total assessment value for the residential class is approximately \$105.67B or 74.42% of the City's total assessed value. Municipal taxes to be collected or the tax burden from this class is approximately \$177.06M or 57.20% of total municipal taxes.

In comparison, the business/other class comprised of 7,711 folios or 8.53% of total folio count and has assessment values totalling \$27.81B or 19.58% of the City's total assessed values. This class carries 32.20% or \$99.67M of the City's tax burden.

#### Tax Burden Comparison:

A tax burden comparison is available for all 21 Metro Vancouver municipalities; however, the analysis was limited to the six comparable municipalities. The comparison can only be completed by using the 2023 data, as most municipalities are finalizing their 2024 tax rates.



Attachment 1 provides a comparison of the percentage of total assessment and percentage of tax burden for each assessment class across the comparator group.

In 2023, Richmond's tax burden for both residential and business class continue to remain in the middle of the comparator group, following Council's objectives. Richmond's residential and business tax burden fall at 57.11% and 32.66% respectively, as shown in Table 3.

Table 3:

% of Tax Burden (2023)		% of Tax Burden (2023)	
Municipality	Residential	Municipality	Business
Coquitlam	67.25%	Vancouver	40.58%
Surrey	67.16%	Burnaby	38.65%
<b>Richmond</b>	<b>57.11%</b>	<b>Richmond</b>	<b>32.66%</b>
Vancouver	56.37%	Coquitlam	28.26%
Delta	52.37%	Surrey	26.57%
Burnaby	50.72%	Delta	24.39%

Richmond's residential ranking continues to remain competitive in the comparator group. The residential assessment class is the primary consumer of municipal services, including parks, recreation and community safety. In previous years, some municipalities have shifted their tax burden from business class to residential class to reduce the tax burden on businesses. Richmond's business ranking in the comparator group also remains competitive which contributes in attracting and retaining business to the City.

### Financial Impact

The property tax rates provided in the Annual Property Tax Rates (2024) Bylaw No. 10547 will generate the required revenue from the Council approved 5.62% tax increase as set out in the 2024 Operating Budget.

### Conclusion

Staff recommends that the Annual Property Tax Rates (2024) Bylaw No. 10547 be introduced and given first, second and third readings.



Angela Zanardo  
Manager, Revenue  
(604-276-4392)

AZ:az

- Att. 1: Comparison of 2023 Assessment Value & Tax Burden by Class  
2: Annual Property Tax Rates (2024) Bylaw No. 10547



## Comparison of 2023 Assessment Value &amp; Tax Burden by Class

Residential (Class 01)					
Municipality	Assessment	% of Total Assessment	Municipality	Municipal Tax	% of Tax Burden
Coquitlam	\$ 67,499,340,690	87.51%	Coquitlam	124,786,031.13	67.25%
Surrey	214,213,609,742	83.56%	Surrey	321,016,231.29	67.16%
Vancouver	374,321,337,004	80.38%	<b>Richmond</b>	<b>165,255,687.17</b>	<b>57.11%</b>
Burnaby	113,739,171,045	77.63%	Vancouver	611,345,350.81	57.04%
<b>Richmond</b>	<b>101,623,264,111</b>	<b>74.64%</b>	Delta	88,372,404.13	51.59%
Delta	45,670,493,091	72.46%	Burnaby	\$ 166,423,155.07	50.72%

Utility (Class 02)					
Municipality	Assessment	% of Total Assessment	Municipality	Municipal Tax	% of Tax Burden
Burnaby	\$ 519,474,140	0.35%	Burnaby	\$ 7,976,941.00	2.43%
Vancouver	307,070,680	0.07%	Surrey	5,610,260.03	1.17%
Surrey	159,388,138	0.06%	Vancouver	8,937,457.96	0.83%
Coquitlam	47,524,645	0.06%	Coquitlam	1,469,942.02	0.79%
Delta	30,706,395	0.05%	Delta	1,228,252.73	0.72%
<b>Richmond</b>	<b>47,852,025</b>	<b>0.04%</b>	<b>Richmond</b>	<b>1,754,777.30</b>	<b>0.61%</b>

Major Industry (Class 04)					
Municipality	Assessment	% of Total Assessment	Municipality	Municipal Tax	% of Tax Burden
Delta	\$ 816,837,600	1.30%	Delta	\$ 13,901,187.33	8.12%
<b>Richmond</b>	<b>528,312,800</b>	<b>0.39%</b>	Burnaby	8,789,369.64	2.68%
Burnaby	432,782,000	0.30%	<b>Richmond</b>	<b>3,118,424.42</b>	<b>1.08%</b>
Surrey	228,034,800	0.09%	Vancouver	10,165,509.70	0.95%
Vancouver	285,449,000	0.06%	Surrey	4,283,421.65	0.90%
Coquitlam	N/A	N/A	Coquitlam	N/A	N/A

Light Industry (Class 05)					
Municipality	Assessment	% of Total Assessment	Municipality	Municipal Tax	% of Tax Burden
Delta	\$ 6,530,775,700	10.36%	Delta	\$ 22,674,200.15	13.24%
<b>Richmond</b>	<b>6,737,965,300</b>	<b>4.95%</b>	<b>Richmond</b>	<b>23,803,277.36</b>	<b>8.23%</b>
Burnaby	5,029,164,400	3.43%	Burnaby	18,035,589.37	5.50%
Surrey	7,878,723,962	3.07%	Surrey	19,375,200.15	4.05%
Coquitlam	1,453,143,113	1.88%	Coquitlam	6,335,122.72	3.41%
Vancouver	2,310,587,900	0.50%	Vancouver	11,682,886.96	1.09%



Business / Other (Class 06)					
Municipality	Assessment	% of Total Assessment	Municipality	Municipal Tax	% of Tax Burden
<b>Richmond</b>	<b>\$ 26,755,530,241</b>	<b>19.65%</b>	Vancouver	\$ 440,138,623.71	41.06%
Vancouver	87,048,602,066	18.69%	Burnaby	126,824,590.40	38.65%
Burnaby	26,685,307,073	18.21%	<b>Richmond</b>	<b>94,519,529.24</b>	<b>32.66%</b>
Delta	9,859,615,369	15.64%	Coquitlam	52,430,872.83	28.26%
Surrey	33,486,477,307	13.06%	Surrey	126,997,130.32	26.57%
Coquitlam	8,059,096,933	10.45%	Delta	41,159,950.32	24.03%

Recreation / Non-Profit (Class 08)					
Municipality	Assessment	% of Total Assessment	Municipality	Municipal Tax	% of Tax Burden
<b>Richmond</b>	<b>\$ 440,868,800</b>	<b>0.32%</b>	Coquitlam	\$ 497,318.60	0.27%
Vancouver	1,397,134,000	0.30%	Delta	389,793.49	0.23%
Surrey	350,230,500	0.14%	Vancouver	2,278,599.81	0.21%
Delta	75,418,600	0.12%	<b>Richmond</b>	<b>512,223.42</b>	<b>0.18%</b>
Coquitlam	71,699,000	0.09%	Surrey	574,703.73	0.12%
Burnaby	115,568,900	0.08%	Burnaby	64,267.87	0.02%

Farm (Class 09)					
Municipality	Assessment	% of Total Assessment	Municipality	Municipal Tax	% of Tax Burden
Delta	\$ 44,858,947	0.07%	Delta	\$ 1,028,346.50	0.60%
<b>Richmond</b>	<b>25,544,898</b>	<b>0.02%</b>	<b>Richmond</b>	<b>421,857.13</b>	<b>0.15%</b>
Surrey	34,882,521	0.01%	Surrey	137,634.92	0.03%
Coquitlam	1,442,825	0.00%	Coquitlam	25,657.76	0.01%
Burnaby	1,279,624	0.00%	Burnaby	7,511.78	0.00%
Vancouver	191,971	0.00%	Vancouver	313.09	0.00%





## Annual Property Tax Rates (2024) Bylaw No. 10547

The Council of the City of Richmond enacts as follows:

1. Part 1 through 5, pursuant to the *Community Charter*.

### PART ONE: GENERAL MUNICIPAL RATES

#### 1.1 General Purposes

- 1.1.1 The tax rates shown in column A of Schedule A are imposed and levied on the assessed value of all land and improvements taxable for general municipal purposes, to provide the monies required for all general purposes of the **City**, including due provision for uncollectible taxes, and for taxes that it is estimated will not be collected during the year, but not including the monies required for payments for which specific provision is otherwise made in the *Community Charter*.

#### 1.2 City Policing and Fire & Rescue

- 1.2.1 The tax rates shown in columns B & C of Schedule A are imposed and levied on the assessed value of all land and improvements taxable for general municipal purposes, to provide monies required during the current year for the purpose of providing policing services and fire and rescue services respectively in the **City**, for which other provision has not been made.

### PART TWO: REGIONAL DISTRICT RATES

- 2.1 The tax rates appearing in Schedule B are imposed and levied on the assessed value of all land and improvements taxable for hospital purposes and for Greater Vancouver Regional District purposes.



**PART THREE: GENERAL PROVISIONS****3.1 Imposition of Penalty Dates**

3.1.1 All taxes payable under this bylaw must be paid on or before July 2, 2024.

**3.2 Designation of Bylaw Schedules**

3.2.1 Schedules A and B are attached and designated a part of this bylaw.

**PART FOUR: INTERPRETATION**

4.1 In this bylaw, unless the context otherwise requires:

**CITY** means the City of Richmond.

**PART FIVE: PREVIOUS BYLAW REPEAL**

5.1 Annual Property Tax Rates (2023) Bylaw No. 10458 is repealed.

**PART SIX: BYLAW CITATION**

6.1 This Bylaw is cited as “Annual Property Tax Rates (2024) Bylaw No. 10547”.

FIRST READING


SECOND READING

THIRD READING

LEGAL REQUIREMENTS SATISFIED

ADOPTED

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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

<b>CITY OF RICHMOND</b>
APPROVED for content by originating dept.

APPROVED for legality by Solicitor
BRB

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER



**SCHEDULE A to BYLAW NO. 10547**

<b>PROPERTY CLASS</b>	<b>COLUMN A GENERAL PURPOSES</b>	<b>COLUMN B POLICING SERVICES</b>	<b>COLUMN C FIRE &amp; RESCUE</b>	<b>TOTAL</b>
1. Residential	0.98655	0.42124	0.26777	1.67556
2. Utilities	21.08780	9.00413	5.72361	35.81554
3. Supportive Housing	0.98655	0.42124	0.26777	1.67556
4. Major Industry	3.20308	1.36767	0.86937	5.44012
5. Light Industry	2.11023	0.90105	0.57275	3.58403
6. Business/ other	2.11023	0.90105	0.57275	3.58403
8. Recreation/ non profit	0.81483	0.34792	0.22116	1.38391
9. Farm	9.98117	4.26184	2.70907	16.95208



**SCHEDULE B to BYLAW NO. 10547**

<b>PROPERTY CLASS</b>	<b>REGIONAL DISTRICT</b>
1. Residential	0.05544
2. Utilities	0.19404
3. Supportive Housing	0.05544
4. Major Industry	0.18849
5. Light Industry	0.18849
6. Business/other	0.13583
8. Rec/non profit	0.05544
9. Farm	0.05544





# City of Richmond

## Report to Committee

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**To:** Planning Committee **Date:** April 2, 2024  
**From:** Wayne Craig,  
Director, Development **File:** HA 23-035787  
**Re:** **Heritage Alteration Permit and Steveston Village Heritage Conservation Grant  
Program Applications for 3711 and 3731 Chatham Street**

---

### Staff Recommendation

1. That a Heritage Alteration Permit which would permit building envelope conservation work on the identified heritage building at 3711 and 3731 Chatham Street be issued; and
2. That an additional grant request of \$100,000 from the Richmond Hospital/Healthcare Auxiliary be approved under the Steveston Village Heritage Conservation Grant Program to assist with the proposed exterior conservation of the identified heritage building at 3711 and 3731 Chatham Street and disbursed in accordance with Council Policy 5900.

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

Att. 6

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Finance Department	<input checked="" type="checkbox"/>	
Policy Planning	<input checked="" type="checkbox"/>	



## **Staff Report**

### **Origin**

The Richmond Hospital/Healthcare Auxiliary has applied for a Heritage Alteration Permit to undertake building envelope conservation work for the identified heritage building known as the Steveston Methodist Church, located at 3711 and 3731 Chatham Street in the Steveston Village Heritage Conservation Area.

The applicant has also submitted an application to seek a grant in the amount of \$100,000 through the Steveston Village Heritage Conservation Grant Program for the proposed exterior conservation work.

A location map and an aerial photo are included in Attachment 1.

### **Background**

#### Heritage Value

The Steveston Methodist Church at 3711 and 3731 Chatham Street is one of the 17 identified heritage buildings in the Steveston Village Heritage Conservation Area. Originally built in 1894, it was established as a mission church for First Nations cannery workers. It is one of the oldest surviving church buildings in Richmond, located on its original site.

The heritage value of the Steveston Methodist Church lies in its historical association with the spiritual life of Steveston and its reflection of the multicultural workforce that supported the local salmon fishing and canning industries. The character-defining elements of the Steveston Methodist Church include its current location, form, scale and massing, its modest vernacular design and simple wooden construction.

The original 1894 church is rectangular in plan. The church hall was added in 1927 and is sited perpendicular to the original church.

#### Previous Heritage Alteration Permit and Funding Approval

On May 14, 2018, Council issued a Heritage Alteration Permit (HA18-818536) for the first phase of the conservation project to install a new foundation. A grant in the amount of \$150,000 was also approved for the foundation replacement at that time. The foundation work was completed and the grant was disbursed in 2021.

The subject application is the second phase of the conservation project and includes a grant request for an additional \$100,000 to undertake building envelope conservation work.

### **Surrounding Development**

To the North: Across the unopened lane, the Steveston Congregation of the United Church of Canada at 3720 Broadway Street on a site zoned “Assembly (ASY)”.



- To the South: Across Chatham Street, a multi-unit commercial strata building governed by Land Use Contract 070 with underlying zoning for the property of “Steveston Office Commercial (ZC49) –Chatham Street (Steveston)”.
- To the East: A three-storey, mixed use development on a site zoned “Commercial Mixed Use (ZMU32) – Steveston Village” at 3755 Chatham Street.
- To the West: Across 2nd Avenue, a single detached dwelling at 3695 Chatham Street on a site zoned “Steveston Commercial (CS3)”.

## **Related Policies**

### Official Community Plan/Steveston Area Plan

The City’s 2041 Official Community Plan Section four includes city-wide direction and policy to preserve, promote and celebrate community heritage.

The Steveston Area Plan seeks to “conserve significant heritage resources throughout the Steveston area” and “conserve the identified heritage resources within the Steveston Village Node (e.g., as per the Steveston Village Conservation Strategy)”.

The Steveston Village is designated as a Heritage Conservation Area (HCA) in the Steveston Area Plan. In the HCA, 17 buildings and some landscape features are identified as protected heritage resources. The subject building is one of the 17 identified heritage buildings.

### Steveston Village Heritage Conservation Grant Program

The Steveston Village Heritage Conservation Grant (SVHCG) Program was established in 2009 to collect contributions from development projects in exchange for additional density, and distribute funds for the exterior conservation of the 17 identified heritage buildings in the Steveston Village Heritage Conservation Area.

Council Policy 5900 regarding the SVHCG Program was updated on November 13, 2018 in order to better promote and facilitate exterior conservation of the identified heritage buildings.

The current balance of the account is \$930,635.42 as of December 31, 2023.

Below is a summary of current Council Policy 5900 (Attachment 2) regarding the SVHCG Program:

- The maximum grant amount per identified heritage building is \$150,000;
- The grant may not exceed 50% of the total cost of eligible expenses. However, for a registered non-profit society, Council may consider providing up to 75% of the total cost of eligible expenses;
- Eligible expenses include façade restoration or rehabilitation to improve the appearance and convey the heritage significance of the building, and repair or restoration of the character-defining elements such as wood windows or original cladding;



- An additional maximum grant of \$100,000 per identified heritage building may be considered by Council with private matching funding to achieve exceptional heritage conservation, as determined by Council;
- The owner/developer may apply more than once as heritage conservation may occur in stages; and
- A grant will not be provided where work has already been undertaken prior to Council approval.

The grant request for \$100,000 for building envelope conservation work is consistent with this policy. More information regarding the funding request, including the evaluation criteria, is provided in the “Analysis” section of this report.

### **Public Consultation**

Two Heritage Alteration Permit notification signs have been installed on the subject property, one fronting Chatham Street and the other fronting 2nd Avenue. Also, early notification has been provided to residents and property owners within 100 metres of the subject site. Staff have not received any comments from the public about the application.

### **Richmond Heritage Commission**

The Heritage Alteration Permit and the grant application were presented to the Richmond Heritage Commission on February 7, 2024 and were supported. An excerpt from the Commission meeting minutes is included in Attachment 3.

### **Analysis**

#### **Heritage Alteration Permit**

The Steveston Methodist Church has been altered over time. The original exterior Fir wooden cladding has been covered with stucco, the original windows have been removed and the rectangular configuration of the windows has been altered with pointed-arched tops, and the front doors have been replaced with metal doors.

A qualified heritage consultant along with a contractor specializing in heritage restoration have been engaged to conduct physical on-site investigation of the original surviving elements and better understand their conditions. The heritage consultant has advised that the building envelope is in poor condition; the original siding is directly nailed to the framing with no sheathing or vapour barrier. The stucco is failing and the original siding and framing, notably around the window openings, have deteriorated.

The second stage of the conservation work involves conservation of the building envelope in order to restore the building to its original historic appearance as closely as possible, and install a rainscreen and traditional weather resistant barriers to ensure that the envelope is watertight.

Details of the proposed conservation works are as follows:



- Remove stucco carefully to allow maximum retention of the original siding and replace the siding as needed on a like-for-like basis;
- Remove existing windows with pointed-arched tops, restore the original rectangular rough window openings and install new replica wooden double-hung window sash;
- Replace the metal front doors with new wooden doors that are sympathetic to the historic original appearance and install appropriate period hardware as required;
- Repair and reconstruct the belfry if required; and
- Paint the exterior with the authentic historic colour scheme, which will be matched to the True Colours Palette, prepared by Vancouver Heritage Foundation (Attachment 4).

The stucco is proposed to be removed from all sides of the building, except for the east wall of the 1927 hall addition. There is a minimal setback (approximately 1 m) on the east side from the hall addition to the three-storey building located on the neighbouring property, so this wall is not visible from the streets.

All of the existing eight windows on the original 1894 building are proposed to be restored. A total of 12 windows and doors on the 1927 hall addition (three openings on each of the four elevations) are currently not being used and are covered with plywood on the inside and outside. As these windows and doors are not required for the function of the building and the budget for the restoration work is limited, all of them are proposed to be infilled, except for the two windows to the retail area on the west elevation of the 1927 hall addition, which will be recovered and restored with new replica wooden windows. Also, one small window to the janitor room on the rear elevation and one door to the sorting area on the west elevation will not be required for the function of the building, so they are proposed to be infilled. Staff are not concerned regarding the proposed infill of the window and door openings as the overall heritage value of the building will not be impaired and these windows and doors can be recovered and restored in the future if required.

The condition of the belfry will also be further assessed and determined through on-site investigation once the Heritage Alteration Permit is issued. The belfry will be repaired and reconstructed if required.

The exterior colour scheme will be determined based on on-site paint sampling once the stucco is removed. The paint colours will be historically appropriate, and matched to the True Colour Palette, prepared by Vancouver Heritage Foundation, which identifies authentic paint colours used in the region from the 1880s to the 1920s. Prior to painting the exterior of the building, the applicant is required to submit detailed information about the result of the paint sampling analysis to the Director, Development for review and approval to confirm that proposed colours match the historic colours of the building. The Heritage Conservation Plan prepared by the heritage consultant is included in Attachment 5.



### Storage Containers on 2nd Avenue

As a pandemic response measure, three storage containers and a small shed were placed on 2nd Avenue for contactless donation drop-off. One of the storage containers has been removed, and the other two storage containers are scheduled to be removed. The owner has purchased three smaller storage sheds to accept donation, and these new sheds and the existing shed will be located in the west side yard within the private property until the building restoration work is complete. The long-term plan is to relocate the sheds to the rear yard once the large shipping container that is currently located in the rear yard is removed as part of the restoration project.

### Funding Request

The current owner, the Richmond Hospital/Healthcare Auxiliary, is a registered non-profit society, and has been operating a thrift shop in the building since 2008. The owner purchased the property in 2017, and would like to continue to use the building as a thrift shop and work towards restoration of the building in phases. Constructing the new foundation was the first essential step to stabilize the building, and the current application is the next step of restoring the building.

The owner has requested the additional grant amount of \$100,000 to partially cover the costs of the conservation work. The letter outlining the proposal from the heritage consultant and estimate from the contractor are included in Attachment 6. The estimate for the work is \$434,262.26, and the requested grant amount of \$100,000 does not exceed 50% of the eligible costs.

The Richmond Hospital/Healthcare Auxiliary has also submitted a copy of the financial statements to show that they have the ability to provide the required private matching funds. A copy of the financial statements is on file.

If Council approves the grant application, the work must be completed before the heritage conservation grant is issued. As noted in Council Policy 5900, the owner will be required to submit a letter confirming the actual cost of the completed work, as well as a project completion report demonstrating that the work was completed in accordance with the approved plans.

Staff have used the following criteria to assess the application:

- How the proposed work contributes to preserving and enhancing the overall historic fabric of Steveston Village;
- The level of contribution of the proposed work in conserving the heritage character and conveying the historic significance of the building;
- How the proposed work helps extend the physical life of the building; and
- The overall quality of the submission and the applicant's ability to carry out the project in a reasonable time-frame and secure other funding sources.



Policy 5900 defines exceptional heritage conservation as a complete and comprehensive restoration of a building, in the opinion of the Director of Policy Planning and a retained heritage consultant, that would greatly enhance the heritage value of the Steveston Village Heritage Conservation Area.

The proposed conservation work is exceptional in that it restores the historic appearance of one of the oldest surviving buildings located on its original location, and extends its physical life by providing an updated envelope system. Once restored, the building will enhance the overall historic fabric of Steveston Village and represent the authentic, humble character of heritage buildings built with natural materials. The proposal does not involve a change of use, addition or redevelopment of the property, and exemplifies heritage stewardship and conservation by a community group with committed volunteers. Staff support the grant application.

### **Financial Impact**

Funding for this \$100,000 grant request is available in the Steveston Village Heritage Conservation Grant Program fund.

### **Conclusion**

It is recommended that the Heritage Alteration Permit (HA23-035787) for 3711 and 3731 Chatham Street be issued to permit the proposed exterior conservation work.

It is also recommended that Council approve the Richmond Hospital/Healthcare Auxiliary's grant request for \$100,000 through the Steveston Village Heritage Conservation Grant Program.



Minhee Park  
Planner 3  
(604-276-4188)

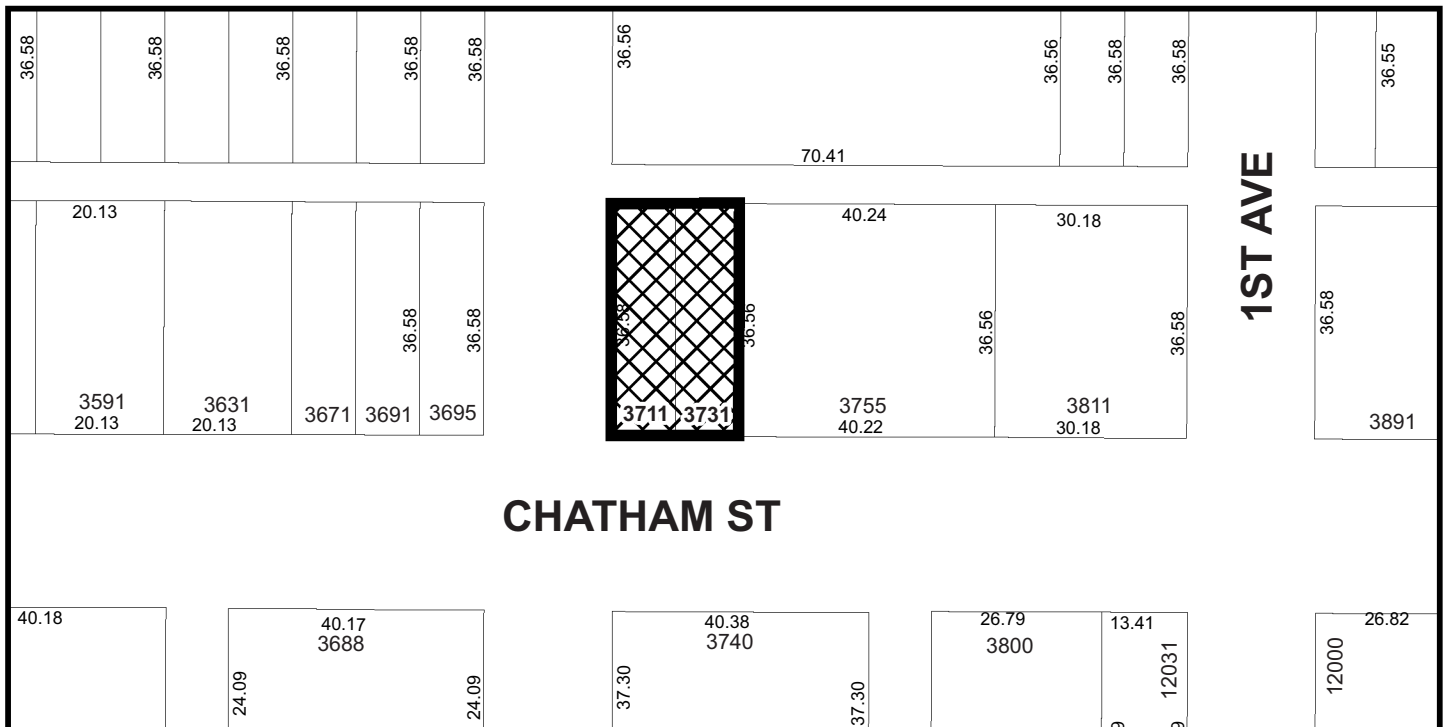
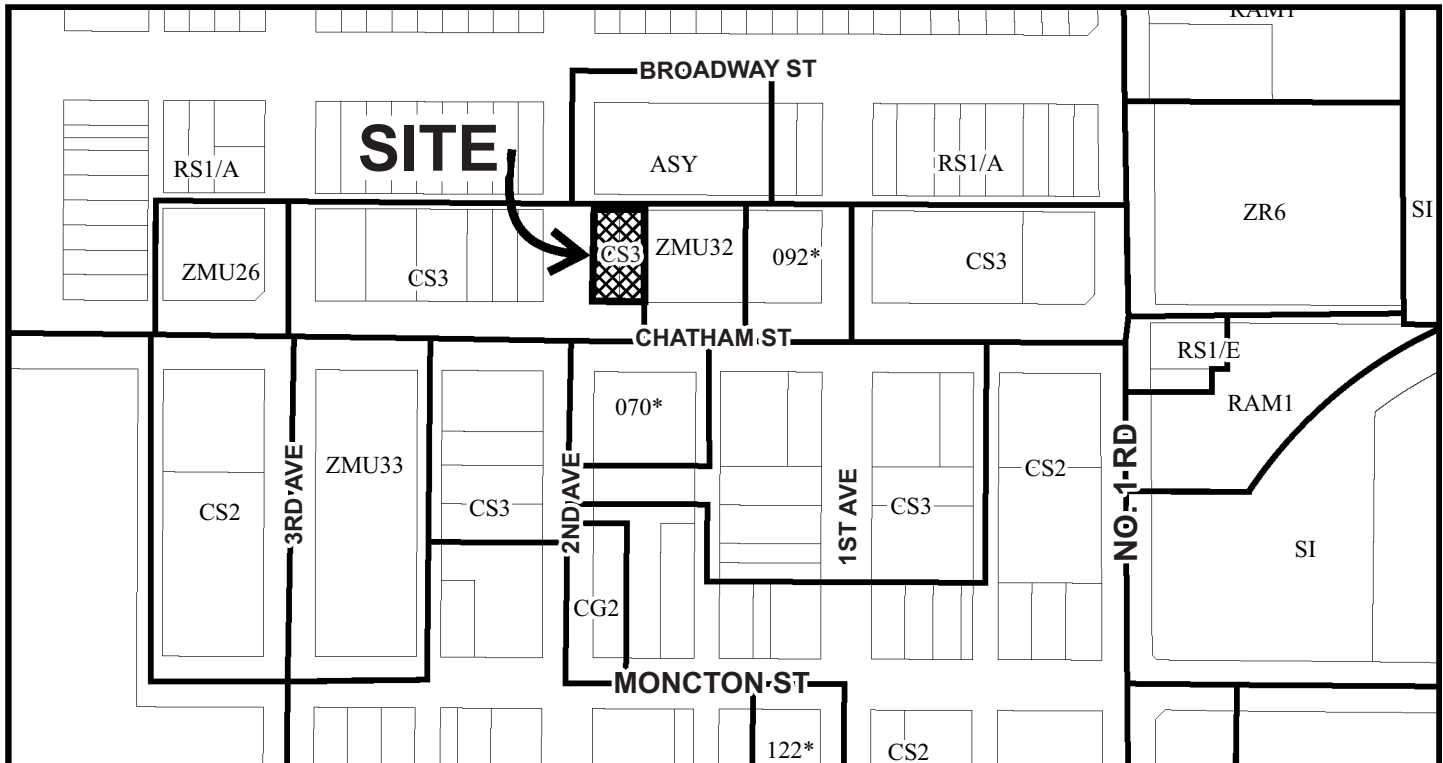
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- Att. 1: Location Map and Aerial Photo  
2: Council Policy 5900  
3: Excerpt from the February 7, 2024 Richmond Heritage Commission Minutes  
4: True Colour Palette  
5: Heritage Conservation Plan  
6: Letter and Estimate





City of  
Richmond



HA 23-035787

Original Date: 01/22/24

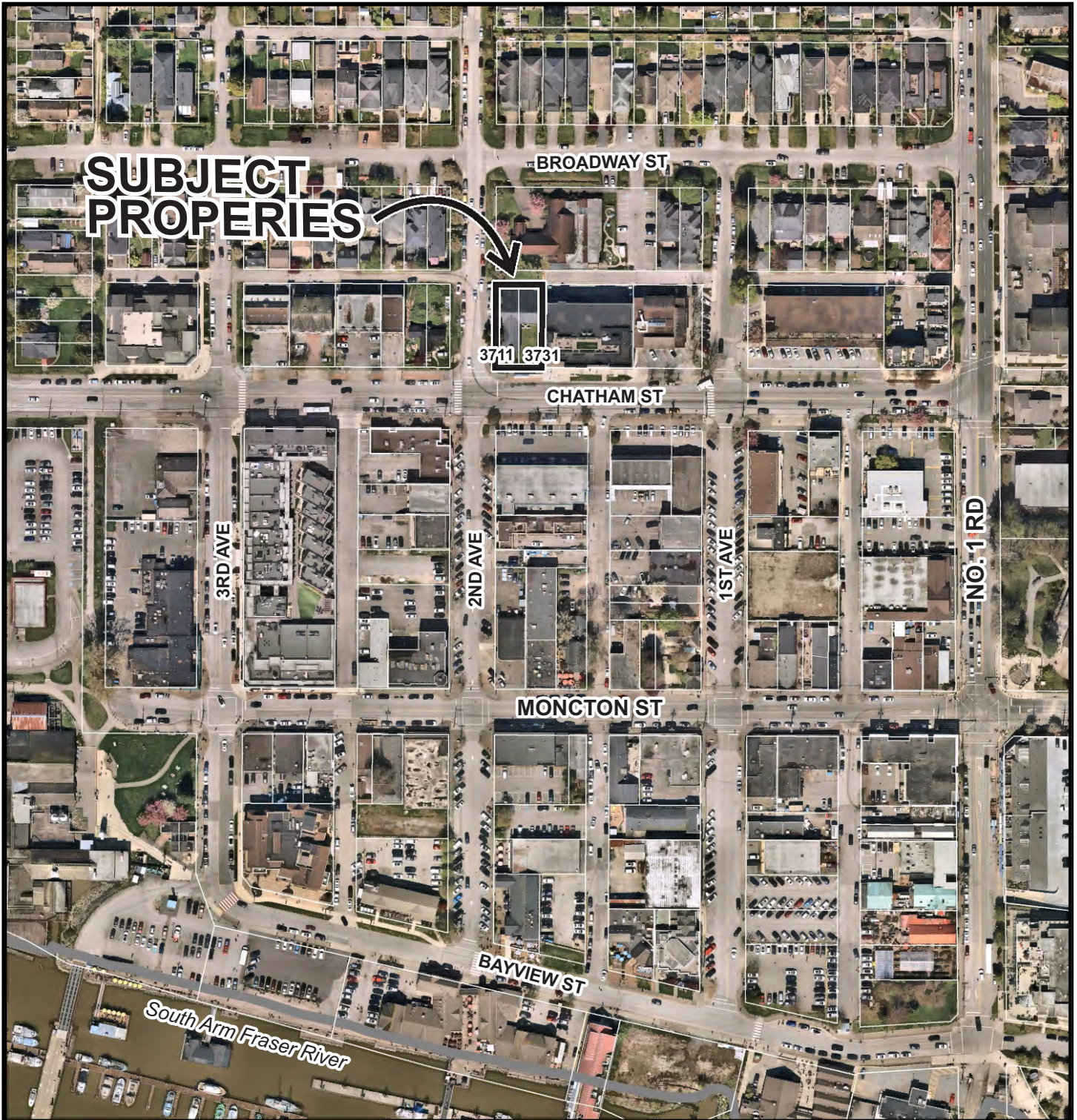
Revision Date:

Note: Dimensions are in METRES





City of  
Richmond



HA 23-035787

Original Date: 01/22/24

Revision Date:

Note: Dimensions are in METRES





**POLICY 5900:**

It is Council policy that:

The Steveston Village Heritage Conservation Grant (SVHCG) Program is established to provide financial assistance to property owners – on a cost share basis - for conserving the exterior of 17 heritage buildings in the Steveston Village Heritage Conservation Area, as identified in the Steveston Area Plan.

The 17 identified heritage buildings make a significant contribution to the heritage character of Steveston Village. The intent of the program is to help conserve the exterior of these significant buildings and support their continued legacy for future generations.

**1. Program Funding Sources**

The source of funds for the SVHCG Program includes:

- Density bonus contributions, as set out in the Steveston Area Plan\*;
- Senior government and Non-Governmental Organization grants; and
- Other private donations.

\*Specific sites within the “Steveston Village Land Use Density and Building Height Map” are identified for a maximum possible Floor Area Ratio (FAR) of 1.6. In order to achieve this maximum density, a contribution of \$608.05 per m<sup>2</sup> (\$56.49 per ft<sup>2</sup>) - based on the increase in net building floor area between the 1.2 FAR base density and up to the 1.6 FAR maximum density - must be provided.

Contribution amounts may be reduced by an amount equivalent to any cash-in-lieu contributions received under the City's Affordable Housing Strategy.

The above contribution rate to the SVHCG Program will be revised, starting February 28, 2019, and then by February 28 every two years thereafter, by adding the annual inflation for the preceding two calendar years using the Statistic Canada *Vancouver Construction Cost Index – Institutional* inflation rate. The revised rates will be published in a City Bulletin.

**2. Grant Amounts**

- Maximum grant of \$150,000 per identified heritage building. The grant may not exceed 50% of the total cost of eligible expenses (e.g. only projects with eligible expenses of \$300,000 or more would be able to apply for the maximum amount).
- An additional maximum grant of \$100,000 per identified heritage building may be considered by Council, with private matching funding, to achieve exceptional heritage conservation. Exceptional heritage conservation means a complete and comprehensive restoration of a building, in the opinion of Manager of Policy Planning and a retained heritage consultant, that would greatly enhance the heritage value of the Steveston Village Heritage Conservation Area. The final determination of what is exceptional will





be made by Council based on the project's overall contribution to conserving the character of Steveston Village.

- If the registered owner of the property containing one of the identified heritage buildings is a registered non-profit society, Council may consider providing up to 75% of the total cost of eligible expenses.
- As heritage conservation may occur in stages, an owner/developer may apply more than once; however, the total grant amount per identified heritage building is limited to \$150,000, and for exceptional conservation projects, it is limited to \$250,000.
- If no program funds are available, no grant applications will be considered (i.e., first-come, first-serve basis).

### 3. Eligible Expenses

Eligible expenses are limited to works related to the exterior conservation of the identified heritage buildings. These include, but are not limited to, the following:

- Façade restoration or rehabilitation to improve the appearance and convey the heritage significance of the building;
- Repair or restoration of the character-defining elements such as wood windows or original cladding;
- Reconstruction of lost heritage elements such as front porches or exterior trims;
- Roof replacement;
- Structural upgrades, including seismic upgrades, and stability work (e.g. new foundations) to extend the physical life of the building; and
- Directly related consultant costs, including the cost to prepare a conservation plan and architectural drawings, up to 10% of the total grant amount. Consultant costs without associated physical improvements to the building are not eligible.

Ineligible expenses include, but are not limited to, the following:

- General on-going maintenance work (e.g. power washing, gutter cleaning);
- Renovation or replacement of the non-historic elements of the building;
- New additions and/or construction of accessory buildings;
- Interior works; and
- Any other work deemed to be inappropriate at the discretion of the Manager of Policy Planning.

The Standards and Guidelines for the Conservation of Historic Places in Canada shall be used as a guide in determining eligible expenses. The Standards and Guidelines for the Conservation of Historic Places in Canada defines "conservation" as all actions or processes aimed at safeguarding the character-defining elements of a resource to retain its heritage value and extend its physical life.





## 4. Grant Applications

- Grant applications must be submitted in accordance with the procedures and forms provided by the City;
- Owners or developers of sites with identified heritage buildings may include public entities (e.g. City or other levels of government), and are eligible to apply for a grant;
- Contributors to the SVHCG Program may apply for a grant (e.g., if the site proposed to be redevelop contains one of the 17 identified heritage buildings). However, the required contribution must be provided to the City prior to final approval of the accompanying rezoning or a Heritage Revitalization Agreement application;
- All grant applications that meet the eligibility criteria will be considered by Council. A grant will not be provided where work has already been undertaken prior to Council approval;
- Final decision on all grant applications that meet the eligibility criteria will be made by Council;
- If Council approves the application, the eligible works must be completed before the grant is issued. The following items must be submitted and accepted by City staff prior to the grant's issuance:
  - A letter from the applicant/owner indicating the actual cost of the completed project accompanied by paid bills as proof and a request for payment of the grant;
  - A project completion report from the project manager (e.g., independent contractor who has completed the work) confirming that the work has been completed in accordance with the approved plans and specifications, including a complete list of actual improvements and installation methods. The report must include a copy of written warranties of all applicable work; and
  - Photographs of the completed project; and
- The completed works must be inspected and deemed satisfactory by the City staff.
- The works covered by the approved grant must be completed within 24 months of the date of the approval by Council. After 24 months from the date of the approval, the grant approval will expire.

## 5. Evaluation Criteria

The following considerations will form the basis for evaluation of grant applications:

- How the proposed work contributes to preserving and enhancing the overall historic fabric of Steveston Village;
- The level of contribution of the proposed work in conserving the heritage character and conveying the historic significance of the building;





Adopted by Council: April 27, 2009  
Amended by Council: November 13, 2018

- How the proposed work helps extend the physical life of the building; and
- The overall quality of the submission and the applicant's ability to carry out the project on a reasonable time-frame at reasonable costs and secure other funding sources.



**Excerpt of the Minutes to  
The Richmond Heritage Commission meeting**

**Wednesday, February 7, 2024 - 7:00 pm  
Cisco Webex**

**Heritage Alteration Permit and Steveston Village Heritage Conservation Grant  
Applications for 3711 and 3731 Chatham Street (HA23-035787 & HA24-006121)**

The project heritage consultant, Don Luxton, provided an overview of the applications with an aid of PowerPoint slides including archival photos of the Steveston Methodist Church, highlighting the following:

- The Steveston Methodist Church is the oldest extant church on its original location in Richmond. It was built in 1894 in response to a number of canneries opening in Steveston.
- The building has been altered over time (e.g., the original cladding has been covered with stucco, the original windows have been removed and their rectangular configuration has been altered with pointed-arched tops, the porch has been enclosed and the front doors have been replaced with metal doors); however, its original form is generally intact.
- Phase 1 of the conservation was the installation of new foundations and stabilization of the structure, which was an essential step before any further conservation work was undertaken. The owner received a grant from the City through the Steveston Village Heritage Conservation Grant Program for the foundation work.
- The current proposal is the second stage of the conservation, which will upgrade the failing building envelope, through rehabilitation of the siding and windows and installation of a rain screen system designed to ensure the envelope is sound and weather tight.
- Details of the proposed work include removing the stucco as carefully as possible and salvaging the original siding for reinstallation where possible, replacing the siding on a like-for-like basis where the siding is too deteriorated to reuse, installing new replica wooden double hung sash windows, and replacing the front doors with new wooden doors that are sympathetic to the historic original appearance.

In response to the Commission's questions, Mr. Luxton provided the following additional information:

- Mr. Luxton has been working with a consultant to design the rain screen.
- The building colours are to be determined. Further on-site investigation is required to determine the original paint colours. The stucco needs to be removed to have a good sample.
- Currently, there is no plan or funding to restore the interior features. The interior has been altered significantly, but the hall addition has the original wood panelling, which will be preserved.
- There are no specific plan to alter the landscaping at the moment.
- The landing the front doors on the building's Chatham Street side requires a proper foundation, so it will likely need to be reconstructed.



- The shipping containers located along the property's 2nd Avenue frontage are currently being used to receive donations. Once the restoration work is done, the applicant will consider an alternative long term plan for storage.
- The owner also plans to submit an application for the Heritage Legacy Fund, which provides up to \$50,000.

In response to the Commission's query, the owner noted that the proposed budget was approximately \$500,000.

The Commission thanked the project representatives for the presentation and noted that it was an unusual and exciting project and the Commission was fully in support of the project going ahead. It was also noted that the proposed conservation was a great community gesture and the Commission hoped to see more similar projects and looked forward to seeing the results.

It was moved and seconded:

***That Heritage Alteration Permit and Steveston Village Heritage Conservation Grant Applications for 3711 and 3731 Chatham Street (HA23-035787 & HA24-006121) be supported as presented.***

CARRIED



# VHF Historical True Colours

available in Sherwin-Williams™ paint

Classical White (SW 2829)	Oxford Ivory (SW 2833)	Craftsman Cream (SW 6681)
Pendrell Cream	Harris Cream (SW 7687)	Dunbar Buff
Edwardian Buff (SW 7691)	Edwardian Cream (SW 2834)	Mt Pleasant Buff
Kitsilano Gold	Strathcona Gold (SW 6383)	Comox Gold
Mt. Pleasant Tan (SW 2824)	Dunbar Grey	Bute Taupe
Point Grey (SW 7074)	Edwardian Porch Grey (SW 7075)	Edwardian Pewter (SW 2848)
Haddington Grey (SW 2845)	Harris Grey	Victorian Peridot
Pendrell Verdigris (SW 2811)	Pendrell Green	Lonsdale Green
Vancouver Green (SW 2847)	Harris Green	Comox Green
Cambie Olive	Strathcona Red (SW 2719)	Mellish Rust

## ATTACHMENT 4

All colours are approximations, please test paint samples before proceeding.  
Sherwin-Williams color numbers have been added for quick reference when available.

Pendrell Red (SW 2802)	Hastings Red (SW 2801)	Harris Brown (SW 6048)
Mellish Mahogany (SW 7630)	Craftsman Brown	Strathcona Mahogany (SW 2838)
Tudor Brown	Wilmar Brown	Alhambra Green
Gloss Black (SW 6258)		

The True Colours paint palette for Western Canada© is the product of more than 30 years of research by Vancouver Heritage Foundation. The style and era of homes affects the placement of colour and is key to an authentic historic scheme.

VHF recommends the following products and finishes for a hard-wearing, authentic look:

- Gable** Sherwin-Williams® Emerald® Rain Refresh - Satin
- Trim** Sherwin-Williams® Emerald® Rain Refresh - Semi-Gloss
- Body** Sherwin-Williams® Emerald® Rain Refresh - Satin
- Window sashes** Sherwin-Williams® Emerald® Urethane Gloss
- Doors** Sherwin-Williams® Emerald® Urethane Gloss

Trim should be painted on all sides in trim colour.





# STEVESTON METHODIST CHURCH

3731 CHATHAM STREET, RICHMOND, BC

## CONSERVATION PLAN

DECEMBER 2023



**STEVESTON METHODIST CHURCH  
3731 CHATHAM STREET RICHMOND CONSERVATION PLAN**

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**STEVESTON METHODIST CHURCH  
3731 CHATHAM STREET RICHMOND CONSERVATION PLAN**

## **1. INTRODUCTION**



**HISTORIC NAME:** Steveston Methodist Church  
**CURRENT NAME:** Richmond Hospital Auxiliary Thrift Shop  
**CIVIC ADDRESS:** 3731 Chatham Street  
**YEAR OF CONSTRUCTION:** 1894  
**ARCHITECT / DESIGNER:** Unknown  
**BUILDER:** Volunteer Labour

Steveston Methodist Church is a rare surviving early Indian mission church from the 1890s. Located within the Steveston Village Heritage Conservation Area, it is now used as a thrift shop by the Richmond Hospital/Healthcare Auxiliary. The building is listed on the City of Richmond Heritage Inventory and is a protected heritage property within the Steveston Village Heritage Conservation Area. Built in 1894 as the Steveston Methodist Church, it was established as a mission church for First Nations cannery workers. This is the oldest extant church on its original site in Richmond. It has been altered over time with additions and a later stucco cladding.

Recent rehabilitation work included the installation of new pile foundations and stabilization of the structure. The stucco cladding and the windows are failing. Exposed areas of the original siding display dry rot. The next stage of work will involve conservation of the building envelope, through rehabilitation of the siding and windows to ensure that the envelope is sound and watertight. All work will be undertaken according to Parks Canada *Standards and Guidelines for the Conservation of Historic Places*.



## 2. HISTORICAL CONTEXT



Second Avenue in Steveston, circa 1895, looking north from the dyke. The Steveston Methodist Church is shown in the back on the right. [City of Richmond Archives 1984 17 75]

Richmond's landscape at the time of the arrival of European settlers was comprised of a flat river delta, often flooded by the Fraser River, and traversed by a network of sloughs. This geography and location made it accessible and navigable by canoe and allowed for efficient movement between different First Nations settlements, as well as between the river and ocean. Settler preemption of what is now Richmond began with Hugh McRoberts, who established the first farm on Sea Island in 1862. By the late 1860s, settlers were clearing land and constructing dykes and ditches to drain the land of floodwater. Pioneers continued to arrive and inhabit the land, establishing commercial centres at Eburne on Sea Island and at Bridgeport and Brighthouse on Lulu Island. In 1864, England-born Samuel Brighthouse, one of a trio known as the 'Three Greenhorns' (along with John Morton and William Hailstone), bought six hundred and ninety-seven acres on Lulu Island, where he established a thriving farm and dairy enterprise.

In 1879, twenty-five local Lulu Island residents, including Samuel Brighthouse, petitioned the Lieutenant Governor-in-Council to grant official municipal status to Richmond. The estuarine nature of the land required settlers to build dykes and ditches to farm their acreages, which proved to be a significant, time consuming, difficult, and costly undertaking. It was felt that a local government was required if the land was to become, and remain, habitable and profitable. That same year, the scattered farming communities of the area were joined together as the Corporation of the Township of Richmond. Waves of European immigrants continued to arrive following the incorporation of the settlement.



**STEVESTON METHODIST CHURCH  
3731 CHATHAM STREET RICHMOND CONSERVATION PLAN**

Steveston Village is named for Manoah Steves, who arrived with his family circa 1877–78. The townsite began in 1880 as a crown grant to his son, William Herbert Steves. The settlement grew rapidly over the following decade; the area was divided into small lots and was the first subdivision in Richmond. Salmon canning began on the Fraser River in 1870 at Anniesville and moved closer to the mouth of the river with the first cannery in Steveston established in 1882. The rapidly-expanding salmon canning monopolies established Steveston as their home port that shipped product out to global markets, requiring support industries such as boatbuilding, as well as a large workforce that – typical of British Columbia’s other resource industries – was multicultural in nature. The Indigenous population became a prominent part of the salmon canning and fishing labour force, and many travelled seasonally from up the coast to work in the industry. By 1883, Japanese Canadians began to arrive in the area. After the completion of the transcontinental railway, Chinese workers also arrived in the area.

The European settlers in Richmond began to establish aspects of life familiar to them, including their religious practices. By the early 1860s, both Methodist and Presbyterian ministers, stationed in New Westminster, considered the whole area, including Richmond, to be their parish. Methodist missionaries were instrumental in having a small church erected on the mainland side of the North Arm around 1870. This little church became the preaching centre for all denominations. By the middle of 1887 a small church was built at London's Landing, and this, like the original church on the North Arm, became a Union Church, used by all denominations. Methodist services continued in the London's Landing Church until the construction of the Richmond Methodist Mission Church, located at the intersection of Cambie Road and River Road, adjacent to the Fraser River. Built in 1891, it established a physical landmark in the new townsite; its steeple dominated the area, offering both navigational and spiritual guidance to the early Lulu Island inhabitants. The Presbyterians used the London's Landing Church until 1906 when the South Arm Presbyterian Church was built. By 1890 Presbyterians also held services in the Steveston area; these services were discontinued around 1912, and some families from Steveston attended the South Arm Church. In 1917, the Presbyterians decided that they must reopen their work in Steveston. In 1925, the two existing congregations, Presbyterian and Methodist, came together in 1925 to form the Steveston United Church.

Steveston in the 1890s was a booming frontier settlement, rife with saloons and gambling dens. The Methodists were concerned that the Indigenous workers were unduly affected, and in 1893, a young lady missionary from Ladner held services in Steveston every evening for six weeks during the summer fishing season. Methodist Reverend Alfred E. Green was stationed at Richmond from 1894 to 1897; since 1877 he had been working at Indigenous missions in the Skeena and Nass Valleys. Rev. Green was instrumental in the building of the Steveston Methodist Church. Committed to the issues regarding Indigenous populations, he turned his attention to Steveston, where many were working in the fishing industry. The Missionary Society in England granted him \$300 to build an Indian mission church in Steveston, and contributions from the canneries paid off an additional \$200 debt. The church was built by volunteer labour with lumber that was shipped from New Westminster, and the first service was held on Sunday, July 15, 1894. The Methodists also established a Japanese mission in Steveston in the 1890s.

With Church Union in 1925, this became Steveston United Church. The United Church Hall was erected behind the church in 1927. In 1953, the Japanese Mission church amalgamated as part of the congregation. In 1978, a new church was built to the lot north of the old church, which was sold and used for commercial purposes.



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**Exterior of Steveston Methodist Church, 1908. [City of Richmond Archives 1977 12 1]**



**Interior of Steveston Methodist Church, circa 1914. The interior was clad with tongue-and-groove siding, the floor was wooden planks, and the pews were simple wooden benches. [City of Richmond Archives 1978 8 12]**

**DONALD LUXTON & ASSOCIATES DECEMBER 2023**

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STEVESTON METHODIST CHURCH  
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Steveston Methodist Church, 1908. Timms' briefcase at bottom left.  
[Philip Timms, Photographer. City of Richmond Archives 1977-0013-00016]



**STEVESTON METHODIST CHURCH  
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**"Indian mission church and house at Steveston on the Fraser River during salmon canning season" circa 1912.  
[United Church of Canada Archives 93\_049P629N]**



**Steveston Methodist Church, 1914. [City of Richmond Archives 2006 39 14]**

**DONALD LUXTON & ASSOCIATES DECEMBER 2023**

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**STEVESTON METHODIST CHURCH  
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**"Methodist Church in Steveston, corner of Nos 3 and 17 roads, 1923." [City of Richmond Archives 1985 39 136]**



**Steveston United Church and Hall, corner of 2nd Avenue and Chatham Street, Steveston, 1930.  
[City of Vancouver Archives Ch N84]**



### **3. STATEMENT OF SIGNIFICANCE**

**REVISED: DECEMBER 2023**

#### **DESCRIPTION**

The Steveston Methodist Church is situated on a prominent corner lot on Chatham Street and Second Avenue in Steveston Village Heritage Conservation Area. The original 1894 church is rectangular in plan, with a front gabled roof, belfry, and enclosed front vestibule. The 1927 Church Hall is sited perpendicular to the church, with a front-gabled roofline. The remainder of the lot is a flat grassed area.

#### **VALUES**

The heritage value of the Steveston Methodist Church lies in its historical association with the spiritual life of Steveston, as a rare surviving example of an Indian mission church of the late Victorian era, and its reflection of the multicultural workforce that supported the local salmon fishing and canning industries.

The Steveston Methodist Church was built in 1894 to support mission work among the Indigenous peoples who were working seasonally in the fishing and canning industries. The Methodist Church was deeply committed to its work among First Nations peoples and other multicultural workers in the Steveston community. This modest church was built by volunteer labour with lumber shipped from New Westminster, with funding from the Missionary Society in England and from local canneries. Its vernacular architecture reflects the rustic simplicity of the institutions that serviced the populations of Steveston, particularly those working in the canning and fishing industries.

The location of this building on Chatham Street reflects the residential area that was being developed to accommodate a growing population north of the commercial core and waterfront of Steveston Village.

This historic place is also valued for its connections with the First Nations and culturally diverse populations of the Steveston community, seen in its historic associations with the Methodist Indian Mission and Steveston Methodist Church, and its later function as the first United Church in Canada to amalgamate Japanese and Caucasian congregations after WWII.

#### **CHARACTER-DEFINING ELEMENTS**

The character-defining elements of the Steveston Methodist Church include its:

- location on Chatham Street, and its relationship to the commercial core and waterfront;
- form, scale, and massing as seen in its rectangular plan and addition, front gabled rooflines, central front entry, enclosed vestibule, and belfry;
- modest vernacular ecclesiastical design, that reflects its associations with the Steveston Methodist Church, the Methodist Indian Mission, and the Steveston United Church; and
- simple wooden construction including wooden drop siding and wooden trim.



## 4. CONSERVATION GUIDELINES

### 4.1 GENERAL CONSERVATION STRATEGY

The primary intent of the current conservation work is to preserve the existing historic structure, while undertaking a rehabilitation that will upgrade the failing building envelope, through rehabilitation of the siding and windows to ensure that the envelope is sound and watertight. As part of the scope of work, character-defining elements will be preserved, while missing or deteriorated elements will be rehabilitated and/or restored. The major proposed interventions of the overall project are to:

- Preserve the historic church;
- Rehabilitate the wooden siding and windows;
- Restore the original window configuration; and
- Restore missing character-defining elements.

### 4.2 STANDARDS AND GUIDELINES

Parks Canada's *Standards and Guidelines for the Conservation of Historic Places in Canada* is the source used to assess the appropriate level of conservation and intervention.

*Standards and Guidelines for the Conservation of Historic Places in Canada:*

<https://www.historicplaces.ca/media/18072/81468-parks-s+g-eng-web2.pdf>

Under the guidelines, the conservation work proposed for the Steveston Methodist Church include aspects of *preservation*, *rehabilitation*, and *restoration*.

**Preservation:** the action or process of protecting, maintaining, and/or stabilizing the existing materials, form, and integrity of a historic place or of an individual component, while protecting its heritage value.

**Restoration:** the action or process of accurately revealing, recovering, or representing the state of a historic place or of an individual component, as it appeared at a particular period in its history, while protecting its heritage value.

**Rehabilitation:** the action or process of making possible a continuing or compatible contemporary use of a historic place or an individual component, through repair, alterations, and/or additions, while protecting its heritage value.

Interventions to the building should be based upon the Standards outlined in the *Standards and Guidelines*, which are conservation principles of best practice.

#### STANDARDS

1. *Conserve the heritage value of a historic place. Do not remove, replace, or substantially alter its intact or repairable character-defining elements. Do not move a part of a historic place if its current location is a character-defining element.*
2. *Conserve changes to a historic place, which over time, have become character-defining elements in their own right.*



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3. *Conserve heritage value by adopting an approach calling for minimal intervention.*
4. *Recognize each historic place as a physical record of its time, place and use. Do not create a false sense of historical development by adding elements from other historic places or other properties or by combining features of the same property that never coexisted.*
5. *Find a use for a historic place that requires minimal or no change to its character-defining elements.*
6. *Protect and, if necessary, stabilize a historic place until any subsequent intervention is undertaken. Protect and preserve archaeological resources in place. Where there is potential for disturbance of archaeological resources, take mitigation measures to limit damage and loss of information.*
7. *Evaluate the existing condition of character-defining element to determine the appropriate intervention needed. Use the gentlest means possible for any intervention. Respect heritage value when undertaking an intervention.*
8. *Maintain character-defining elements on an ongoing basis. Repair character-defining element by reinforcing the materials using recognized conservation methods. Replace in kind any extensively deteriorated or missing parts of character-defining elements, where there are surviving prototypes.*
9. *Make any intervention needed to preserve character-defining elements physically and visually compatible with the historic place and identifiable upon close inspection. Document any intervention for future reference.*

**Additional Standards relating to Rehabilitation**

10. *Repair rather than replace character-defining elements. Where character-defining elements are too severely deteriorated to repair, and where sufficient physical evidence exists, replace them with new elements that match the forms, materials and detailing of sound versions of the same elements. Where there is insufficient physical evidence, make the form, material and detailing of the new elements compatible with the character of the historic place.*
11. *Conserve the heritage value and character-defining elements when creating any new additions to a historic place and any related new construction. Make the new work physically and visually compatible with, subordinate to and distinguishable from the historic place.*
12. *Create any new additions or related new construction so that the essential form and integrity of a historic place will not be impaired if the new work is removed in the future.*

**Additional Standards relating to Restoration**

13. *Repair rather than replace character-defining elements from the restoration period. Where character-defining elements are too severely deteriorated to repair and where sufficient physical evidence exists, replace them with new elements that match the forms, materials and detailing of sound versions of the same elements.*
14. *Replace missing features from the restoration period with new features whose forms, materials and detailing are based on sufficient physical, documentary and/or oral evidence.*







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**5.1 EXTERIOR WOOD FRAME WALLS AND SIDING**



Above and below: Existing condition of exposed wooden drop siding, and dry rot condition at window corners.





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**Left: profile of original 1894 Fir drop siding.**

The original exterior Fir wooden cladding of both the church and hall has been covered with a later stucco, attached to chicken wire nailed to the siding. The stucco is failing, and has been partially removed, exposing areas of deterioration in the siding and framing, notably around the window openings where there has been significant water ingress. The siding is nailed directly to the original wood framing, with no sheathing or vapour barrier.

As the initial stage of work, the stucco will be removed; it has been tested for hazardous materials and does not contain asbestos. The wooden siding will need to be removed to allow the installation of a more robust wall cladding system, then re-installed as possible.

Further investigation is required to determine the extent to which the original wood siding can be salvaged. Efforts will be made to ensure all sound material that is original to the construction of the church is salvaged for reuse where possible. All wood elements that are extensively deteriorated or beyond repair will be replaced in-kind to match the original. On the 1927 addition, the exterior wood siding will be managed in the same manner.

As the siding is removed, the location of original trim will be documented to allow new matching trim to be installed.

***Conservation Strategy: Preservation and Rehabilitation***

- Preserve the original wood-frame structure of the historic church.
- Remove later stucco cladding as carefully as possible to allow maximum retention and documentation of original siding. Work from the top down to allow gravity to assist in removal.
- Review exposed surfaces for evidence of trim placement, paint colours, etc.
- Salvage original wooden siding as possible for reinstallation.
- Where siding is too deteriorated to re-use, match original wood siding based on investigative findings in material, size, profile, and thickness.
- Cleaning procedures should be undertaken with non-destructive methods. Areas with biological growth should be cleaned using a soft, natural bristle brush, without water, to remove dirt and other material. If a more intense cleaning is required, this can be



**STEVESTON METHODIST CHURCH  
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accomplished with warm water, mild detergent (such as D/2 Biological Solution®) and a soft bristle brush. High-pressure power washing, abrasive cleaning should not be allowed under any circumstances.

- Where original trim is missing, new material should visually and physically match the original.
- Combed and/or textured lumber is not acceptable.

## **5.2 WINDOWS**

The original windows in the church have previously been removed, and their configuration altered with pointed-arched tops that once accommodated stained glass windows. When the stained glass windows were relocated the new church in 1978, metal sash was installed in the replaced with arched openings. Several windows in the Church Hall have been covered over with plywood on the inside and outside.

### ***Church Window Conservation Strategy: Restoration***

- Remove existing church window sash.
- Restore the original rectangular rough window openings.
- Install new replica wooden double-hung window sash. Match to original 2/2 configuration with upper sash horns.

### ***Church Hall Conservation Strategy: Investigation and Rehabilitation***

- Remove later plywood and investigate condition of any existing window sash.
- If extant and repairable, rehabilitate and reglaze. If not, install replica windows.

## **SPECIFICATIONS FOR NEW WINDOWS**

For replacement wood windows or window sash, the following specifications need to be met by the manufacturer to produce compliant replica windows:

- New wood windows to match the appearance and character of the original wood windows.
- New wood windows to be through mortise and tenon construction.
- Each side of the window sash will be made from one piece of wood; splices are not acceptable
- The use of finger-jointed wood is not acceptable.
- Wood to be solid kiln dried Douglas Fir.
- Frames:
  - Heads and Jambs: solid flat grain Douglas Fir.
  - Stops: solid vertical grain Douglas Fir.
  - Sills: solid vertical grain kiln dried Douglas Fir.
- Sash horns must be replicated as an integral part of the side sash. Pinned or glued-on horns are not acceptable.



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### **5.3 FRONT DOORS**

The front doors to the enclosed vestibule are not original and should be replaced, based on the appearance of the original wood panelled doors.

***Conservation Strategy: Rehabilitation***

- For the new front doors, provide in a design sympathetic to the historic original appearance.
- Install appropriate period hardware as required.

### **5.4 EXTERIOR COLOUR**

Part of the conservation process is to finish the building in historically appropriate paint colours. An exterior colour scheme will be prepared by the Heritage Consultant, based on on-site paint sampling and microscopic sample analysis. The colours will be matched to the Vancouver Heritage Foundation Sherwin Williams True Colours Palette, which identifies authentic paint colours from the 1888-1928 period. Further on-site analysis is required for final colour confirmation.

Prior to final paint application, samples of these colours should be placed on the building to be viewed in natural light. Final colour selection can then be verified. Matching to any other paint company products must be verified by the Heritage Consultant.

***Conservation Strategy: Restoration***

- Restore with authentic historic colour scheme for exterior painted finishes.



**STEVESTON METHODIST CHURCH  
3731 CHATHAM STREET RICHMOND CONSERVATION PLAN**

## **APPENDIX A: RESEARCH SUMMARY**

### **PUBLISHED REFERENCES**

- Kidd, Thomas. *History of Lulu Island and Occasional Poems*. Vancouver: Wrigley Printing Company Limited, 1927.
- Runnalls, Rev. F.J. *History of Steveston United Church*. Steveston: Steveston United Church, 1965.

### **DIRECTORIES:**

- 1898 *Henderson's BC Gazetteer & Directory*, page 425:  
STEVESTON... Has Methodist, Anglican and Roman Catholic churches and public school.

### **NEWSPAPER REFERENCES:**

- *Vancouver Daily World*, October 19, 1893, page 1: CHURCH ANNIVERSARY. Richmond Methodist Church anniversary took place on Sunday and Monday last. Excellent sermons were preached on the former day by the Rev. W.W. Baer. On the latter evening a grand supper was laid out in the town hall by the ladies of the congregation, to which ample justice was done by crowds from the neighbourhood. After supper an adjournment was taken to the church. Rev. A.E. Green, the pastor, presided, and was supported by Rev. T.W. Hall, chairman of the district, Rev. Jas. Buchanan, Presbyterian, and Mr. Trythall, Vancouver, who delivered addresses interspersed with some first-class singing by Dr. Richardson, Mr. Spice, Gideon Hicks, Mrs. Rumble and Mrs. Walter Vermilyea, all of Vancouver. A most enjoyable evening was spent. Soon after 10 o'clock the large and happy gathering broke up after heartily singing God Save the Queen.
- *Vancouver Daily World*, Thursday, July 12, 1894, page 5: RICHMOND NOTES. The New Methodist Church is to be opened on Sunday next at Steveston. Rev. Mr. White preaching afternoon and evening. – Rev. Mr. Green is holding services amongst the Indians this season. Those fishing seem to be quite musical, as they have a good brass band at the Sea Island cannery, and they play remarkably well.





Monday, January 15, 2024

Minhee Park, RPP, MCIP  
Senior Planner, Policy Planning  
Planning and Development Division  
City of Richmond  
Email. [mpark@richmond.ca](mailto:mpark@richmond.ca)

Dear Ms. Park;

**3731 Chatham Street, Richmond: Steveston Village Heritage Conservation Grant Program Application**

The former Steveston Methodist Church, located at 3731 Chatham Street, is identified as a candidate for this Grant Program, which provides financial assistance to heritage property owners in Steveston for eligible conservation work. The building is currently used as the Richmond Hospital Auxiliary Thrift Shop, owned and operated by the Richmond Hospital/Healthcare Auxiliary, a non-profit organization.

This letter outlines the proposed conservation work and how this project achieves program objectives. Stage One conservation work has been completed on the building, which involved stabilization of the building through the installation of micro-piles and concrete foundations. This work received a \$150,000 grant through the Steveston Village Heritage Program. As this work was structural in nature, it was an essential step in ensuring the continuing occupancy and use of the building. Although this work was critical, it was always anticipated as the Stage One in the overall conservation of this historic resource. Please note that this essential structural work did not provide enhancement of the appearance of the building.

Now that structural stability has been addressed, Stage Two of the work involves building envelope renewal. The scope of the work has been anticipated in the plans already submitted to the City of Richmond. A *Conservation Plan* for the building has been prepared (Donald Luxton & Associates, December 2023) and submitted to the City along with the HAP application. The *Conservation Plan* notes that the stucco cladding and the windows are failing. Exposed areas of the original siding display dry rot. The next stage of work will involve conservation of the building envelope, through rehabilitation of the siding and windows to ensure that the envelope is sound and watertight. All work will be undertaken according to Parks Canada *Standards and Guidelines for the Conservation of Historic Places*.

The Conservation Plan provides specific archival information and a revised Statement of Significance that will guide the envelope renewal. As outlined, the following items are subject to conservation work:

- 1. Exterior Wood Frame Walls and Siding:**
  - *Conservation Strategy: Preservation and Rehabilitation*
- 2. Windows:**
  - *Church Window Conservation Strategy: Restoration*
    - Remove existing church window sash.
    - Restore the original rectangular rough window openings.
    - Install new replica wooden double-hung window sash. Match to original 2/2 configuration with upper sash horns.
  - *Church Hall Conservation Strategy: Investigation and Rehabilitation*
- 3. Front Doors:**
  - *Conservation Strategy: Rehabilitation*
- 4. Exterior Colour:**
  - *Conservation Strategy: Restoration*



In its current condition, the building's authentic character is severely hampered by the later, non-historic stucco and by the installation of inappropriate windows. The proposed envelope work is therefore intended to fully restore the historic appearance of the church, while providing a renewed envelope that will ensure its continued viability. Please note that there is no proposed change to the square footage of the building and the work is confined to the building envelope upgrades.

The applicant therefore requests the additional maximum grant of \$100,000 per identified heritage building to achieve exceptional heritage conservation, based on its overall contribution to conserving the character of Steveston Village. With a completely rehabilitated envelope, based on authentic historic representation, this heritage resource will once again become a source of pride to the community. The church has been run-down in appearance for many years, and this transformation from its current state to its historic appearance will give it new landmark status in Steveston Village. This project will complete the work already undertaken to conserve the church and now reveal it as a proud heritage structure. When completed, the exterior appearance of the building will once again resemble its historic appearance as seen in archival images.

This additional grant will ensure that heritage conservation standards can be met and will help cover the additional costs expected in the provision of authentic heritage materials, including historic wooden drop siding painted in authentic colours and historic wooden-sash windows. It is anticipated that an application will also be made to the BC Heritage Legacy Fund Conservation Program. The remainder of the proposed budget will be provided by the Richmond Hospital/Healthcare Auxiliary. These heritage grants are essential to achieving the authenticity of the proposed conservation work.

The renewal of this historic resource, while maintaining its form and scale, will greatly enhance the heritage value of the Steveston Village Heritage Conservation Area.

Please let me know if you have any questions or wish to discuss. Please accept my sincerest thanks for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "don luxton", followed by a long, sweeping horizontal flourish.

Donald Luxton, FRAIC, CAHP  
Principal, Donald Luxton & Associates Inc.

cc: Mary Derksen, Treasurer, Richmond Hospital/Healthcare Auxiliary



EXTRAORDINARY LEAGUE CONTRACTING BUDGET FOR EMERGENCY REPAIR WORK JAN 2024				<b>Ft2 Church</b>	<b>3,500</b>	
		BUDGET				
Seg Code	3731 Chatham Street 01 29 2024	Budget (Estimate)	Change Orders	Revised Budget	Unit Cost Per SF	Comments
<b>APPENDIX: A</b>						
<b>DIVISION C -000 SERVICES &amp; CONSULTANTS</b>						
C-024	STRUCTURAL DESIGN SERVICES	3500.00	0.00	3500.00	1.00	required for missing footings / foundation suppo
C-029	ENVIRONMENTAL CONSULTANT	500.00	0.00	500.00	0.14	localized testing for asbestos
C-030	HERITAGE CONSULTANT	0.00	0.00	0.00	0.00	Paid by client
C-031	BUILDING ENVELOPE CONSULTANT	5000.00	0.00	5000.00	1.43	Envelope details by AIBC architect
C-037	PERMITS & REGULATORY REQUIREMENTS	0.00	0.00	0.00	0.00	Paid by client
<b>DIVISION 1 GENERAL REQUIREMENTS</b>						
1-205	FIELD SUPERVISION	39600.00	0.00	39600.00	11.31	6 months 4 hours a day (blended)
1-526	TEMPORARY SCAFFOLDING	10671.00	0.00	10671.00	3.05	Scaffolding by LIONS GATE - QUOTED
1-660	HOUSEKEEPING / GENERAL LABOUR	29040.00	0.00	29040.00	8.30	6 months 4 hours a day (blended)
1-670	TRASH DISPOSAL	2400.00	0.00	2400.00	0.69	Disposal of construction debris (not stucco)
<b>DIVISION 2 SITEWORK</b>						
2-050	DEMOLITION & SITE CLEARING	7040.00	0.00	7040.00	2.01	stucco tearoff plus disposal
<b>DIVISION 6 - WOOD &amp; PLASTICS</b>						
6-010	FRAMING SUBCONTRACT	48375.00	0.00	48375.00	13.82	framing repairs / alterations including frost wall
6-999	LUMBER & MATERIALS	48500.00	0.00	48500.00	13.86	new sheathing, custom siding, trims
<b>DIVISION 7 - THERMAL &amp; MOISTURE PROTECTION</b>						
7-210	INSULATION	8800.00	0.00	8800.00	2.51	allowance new frost wall plus exterior
7-310	SHINGLES & TILES	0.00	0.00	0.00	0.00	roof na
7-411	WALL SIDING	68640.00	0.00	68640.00	19.61	exterior siding restoration / window install
7-710	ROOF CURBS / ACCESSORIES & MISCELLANEOUS FLASHINGS	6950.00	0.00	6950.00	1.99	gutter allowance
<b>DIVISION 8 - DOORS &amp; WINDOWS</b>						
8-840	GLAZING SYSTEMS	47021.48	0.00	47021.48	13.43	vintage wood works 8 dh windows 1 door
<b>DIVISION 9 - FINISHES</b>						
9-900	PAINTING & WALL COVERINGS	24850.00	0.00	24850.00	7.10	exterior paint plus interior touch ups
<b>DIVISION 16 - ELECTRICAL SYSTEMS</b>						
16-010	ELECTRICAL SUBCONTRACT	8750.00	0.00	8750.00	2.50	knob & tube replacement where found
<b>CONSTRUCTION / PROJECT MANAGEMENT</b>				<b>359637.48</b>		subtotal
1-204	CONSTRUCTION MANAGEMENT FEE	0.00	0.00	53945.62	15.41	15 percent management fee on all costs
<b>Sub-Total</b>		<b>0.00</b>	<b>0.00</b>	<b>413583.10</b>	<b>118.17</b>	
<b>5%gst</b>		<b>0</b>		<b>20679.16</b>	<b>5.91</b>	
<b>construction total including gst</b>		<b>0.00</b>	<b>0.00</b>	<b>434262.26</b>	<b>124.07</b>	
<b>Total</b>		<b>0.00</b>	<b>0.00</b>	<b>434262.26</b>	<b>124.07</b>	





File No.: HA 23-035787

To the Holder: The Richmond Hospital/Healthcare Auxiliary, Inc. No. S0018630  
Property Address: 3711 and 3731 Chatham Street  
Legal Description: Lot 8 & 9 Block 22 Section 3 Block 3 North Range 7 West New Westminster  
District Plan 249

(s.972, *Local Government Act*)

1. (Reason for Permit) ☐ Designated Heritage Property (s.967)  
☐ Property Subject to Temporary Protection (s.965)  
☐ Property Subject to Heritage Revitalization Agreement (s.972)  
☒ Property in Heritage Conservation Area (s.971)  
☐ Property Subject to s.219 Heritage Covenant
2. This Heritage Alteration Permit applies to and only to those lands shown cross-hatched on the attached Schedule "A", and any and all buildings, structures and other development thereon.
3. This Heritage Alteration Permit is issued to authorize the proposed heritage conservation work as shown in the attached Plan #1 to Plan #11.
4. This Heritage Alteration Permit is issued subject to the condition that the Permittee shall submit detailed information regarding the proposed exterior building colour scheme based on on-site paint sampling and microscopic sample analysis to the Director, Development for review and approval prior to painting the exterior of the building. The exterior building colours shall be historically appropriate, and matched to the True Colour Palette, prepared by Vancouver Heritage Foundation, which identifies authentic paint colours used in the region from the 1880s to the 1920s.
5. This Heritage Alteration Permit is issued subject to compliance with all of the Bylaws of the City applicable thereto, except as specifically varied or supplemented by this Permit.
6. If the alterations authorized by this Heritage Alteration Permit are not commenced within 24 months of the date of this Permit, this Permit lapses.
7. This is not a Building Permit.

AUTHORIZING RESOLUTION NO. <Resolution No.> ISSUED BY THE COUNCIL THE DAY OF  
<Date>

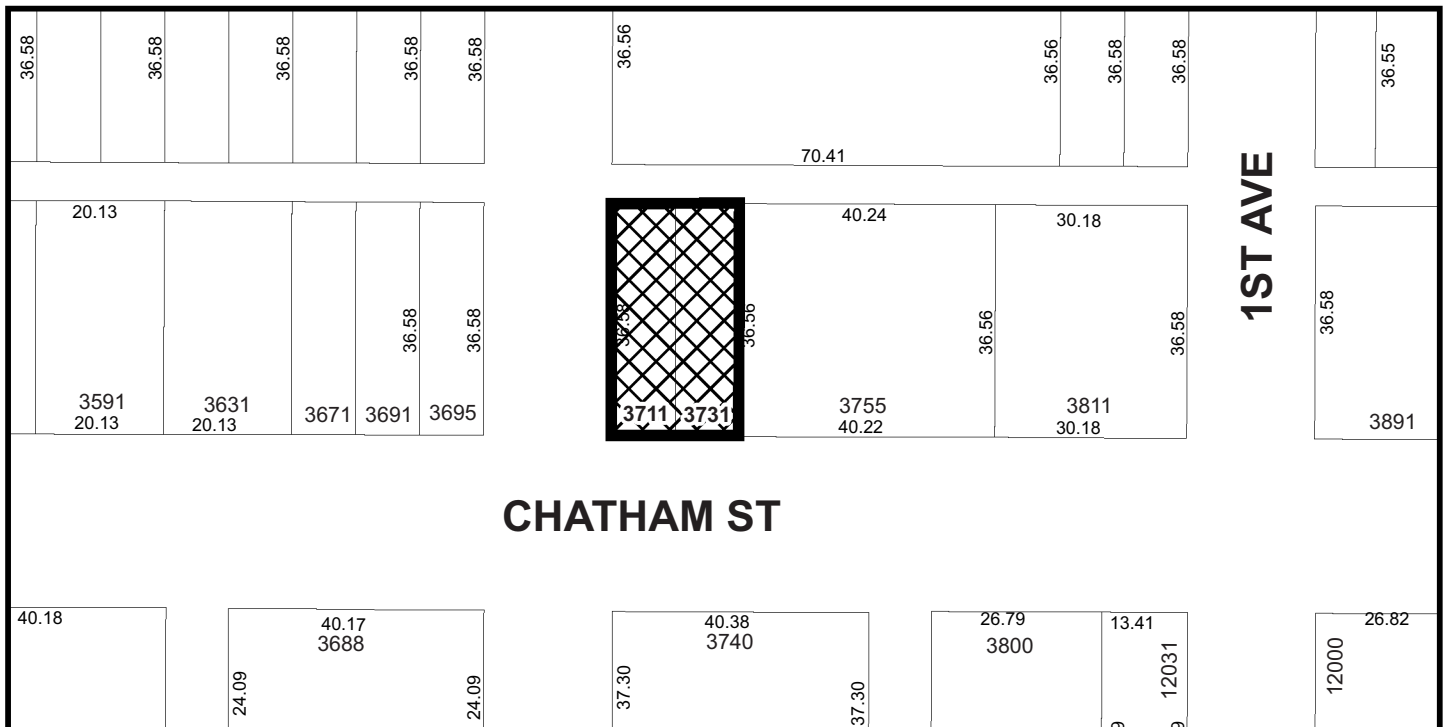
DELIVERED THIS <Day> DAY OF <Month>, <Year>

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

IT IS AN OFFENCE UNDER THE *LOCAL GOVERNMENT ACT*, PUNISHABLE BY A FINE OF UP TO \$50,000 IN THE CASE OF AN INDIVIDUAL AND \$1,000,000 IN THE CASE OF A CORPORATION, FOR THE HOLDER OF THIS PERMIT TO FAIL TO COMPLY WITH THE REQUIREMENTS AND CONDITIONS OF THE PERMIT.

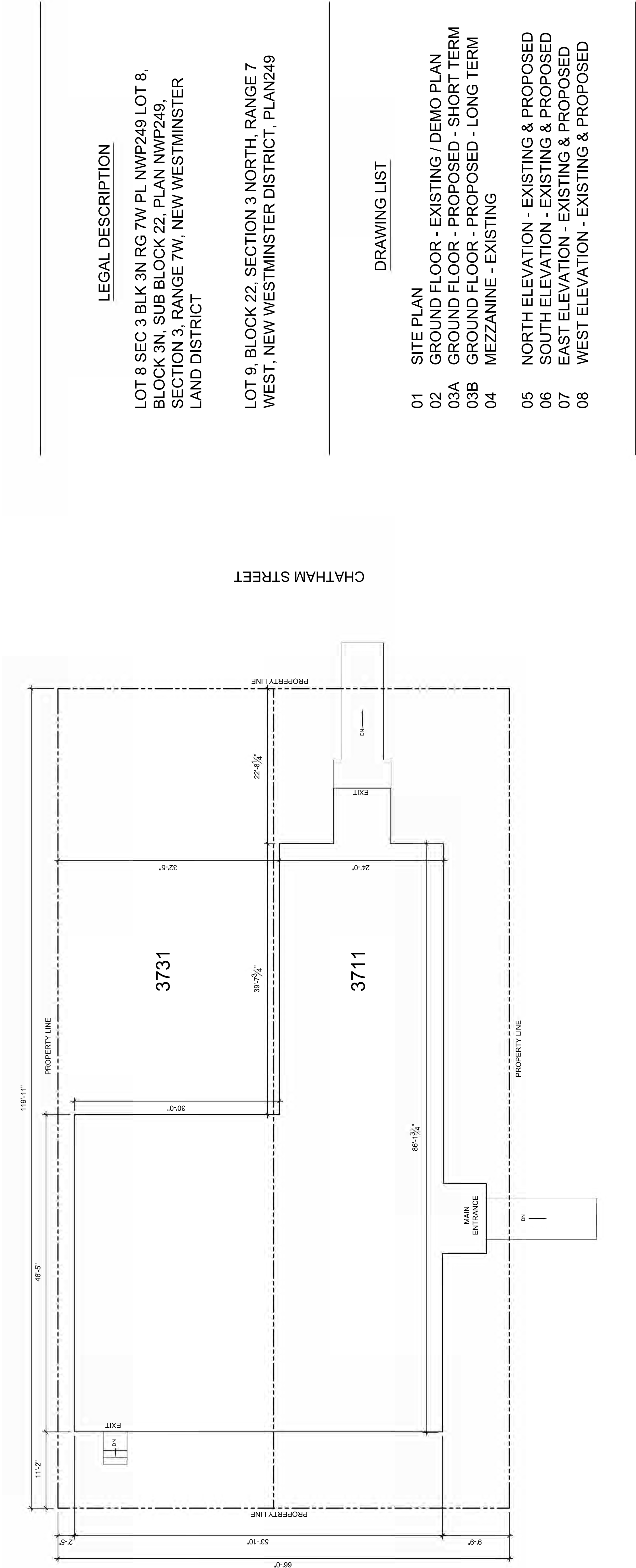




Note: Dimensions are in METRES



- RICHMOND HOSPITAL HEALTHCARE AUXILIARY THRIFT SHOP -  
3731 CHATHAM STREET  
RICHMOND, BC V7E 2Z3




LEGAL DESCRIPTION

LOT 8 SEC 3 BLK 3N RG 7W PL NWP249 LOT 8,  
BLOCK 3N, SUB BLOCK 22, PLAN NWP249,  
SECTION 3, RANGE 7W, NEW WESTMINSTER  
LAND DISTRICT

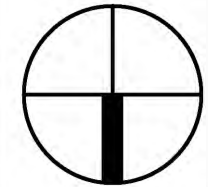
LOT 9, BLOCK 22, SECTION 3 NORTH, RANGE 7  
WEST, NEW WESTMINSTER DISTRICT, PLAN249

DRAWING LIST

- 01 SITE PLAN
- 02 GROUND FLOOR - EXISTING / DEMO PLAN
- 03A GROUND FLOOR - PROPOSED - SHORT TERM
- 03B GROUND FLOOR - PROPOSED - LONG TERM
- 04 MEZZANINE - EXISTING
- 05 NORTH ELEVATION - EXISTING & PROPOSED
- 06 SOUTH ELEVATION - EXISTING & PROPOSED
- 07 EAST ELEVATION - EXISTING & PROPOSED
- 08 WEST ELEVATION - EXISTING & PROPOSED



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Vancouver, BC V5N 4S4  
Tel: 604-728-3707  
Web: www.elle.ca



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SCALE: AS NOTED  
DATE: APR. 3, 2024

DRAWING TITLE:  
SITE PLAN


DRAWING NO:  
01



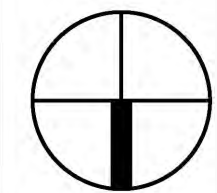
HA 23-035787 Plan #2



EXISTING / DEMO PLAN - GROUND FLOOR  
SCALE: 1/4" = 1'-0" (24"x36" sheet size)



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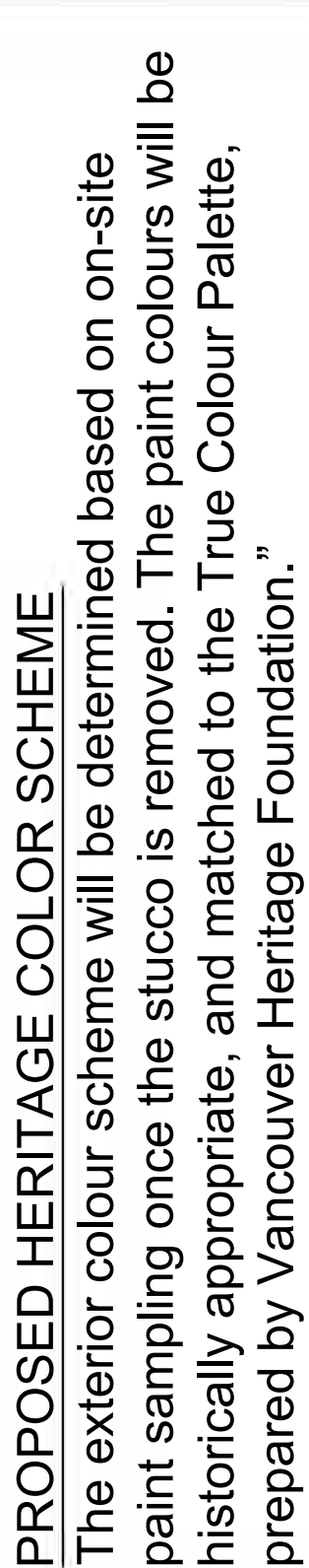
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DRAWN BY: MF  
SCALE: AS NOTED  
DATE: APR. 3, 2024

DRAWING TITLE:  
EXISTING PLAN  
GROUND FLOOR



DRAWING NO:  
**02**





PROPOSED PLAN - GROUND FLOOR (SHORT TERM)

SCALE:  $\frac{1}{4}" = 1'-0"$  (24"x36" sheet size)

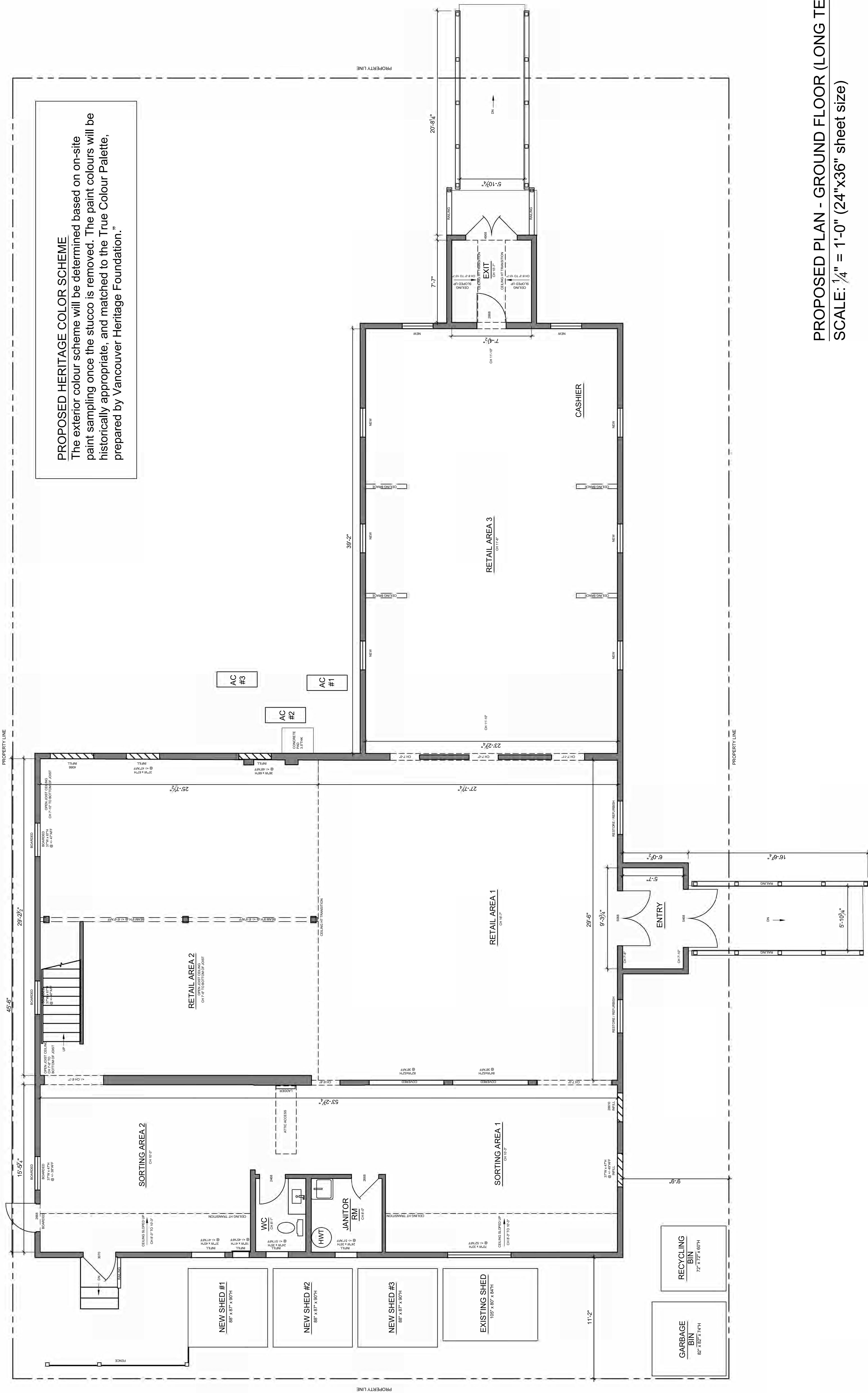
<div> Extraordinary League Contracting Ltd 3598 Marshall Street Vancouver, BC V5N 4S4 Tel: 604-728-3707 Web: www.elle.ca</div>	<div></div>	<div>PROJECT:  RICHMOND HOSPITAL HEALTHCARE AUXILIARY THRIFT SHOP 3731 CHATHAM STREET, RICHMOND BC V7E 2Z3</div>	<div>THIS DRAWING IS THE PROPERTY OF THE DESIGNER &amp; MAY NOT BE REPRODUCED OR COPIED IN ANY MANNER WITHOUT THE WRITTEN PERMISSION OF THE DESIGNER. GENERAL CONTRACTOR IS RESPONSIBLE FOR CHECKING &amp; VERIFYING ALL DATUMS, LEVELS &amp; DIMENSIONS. ANY DISCREPANCIES SHALL BE REPORTED IMMEDIATELY TO THE DESIGNER AND OBTAIN CLARIFICATION PRIOR TO COMMENCING WORK. DO NOT SCALE DRAWINGS.</div> <table><tr><th>NO.</th><th>DATE:</th><th>DESCRIPTION:</th></tr><tr><td>1</td><td>APR. 3, 2024</td><td>ISSUED FOR BUILDING PERMIT</td></tr><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr></table>	NO.	DATE:	DESCRIPTION:	1	APR. 3, 2024	ISSUED FOR BUILDING PERMIT							<div>DRAWN BY: MF SCALE: AS NOTED DATE: APR. 3, 2024</div>	<div>DRAWING TITLE:  PROPOSED PLAN GROUND FLOOR</div>	<div>DRAWING NO:  03A</div>
NO.	DATE:	DESCRIPTION:																
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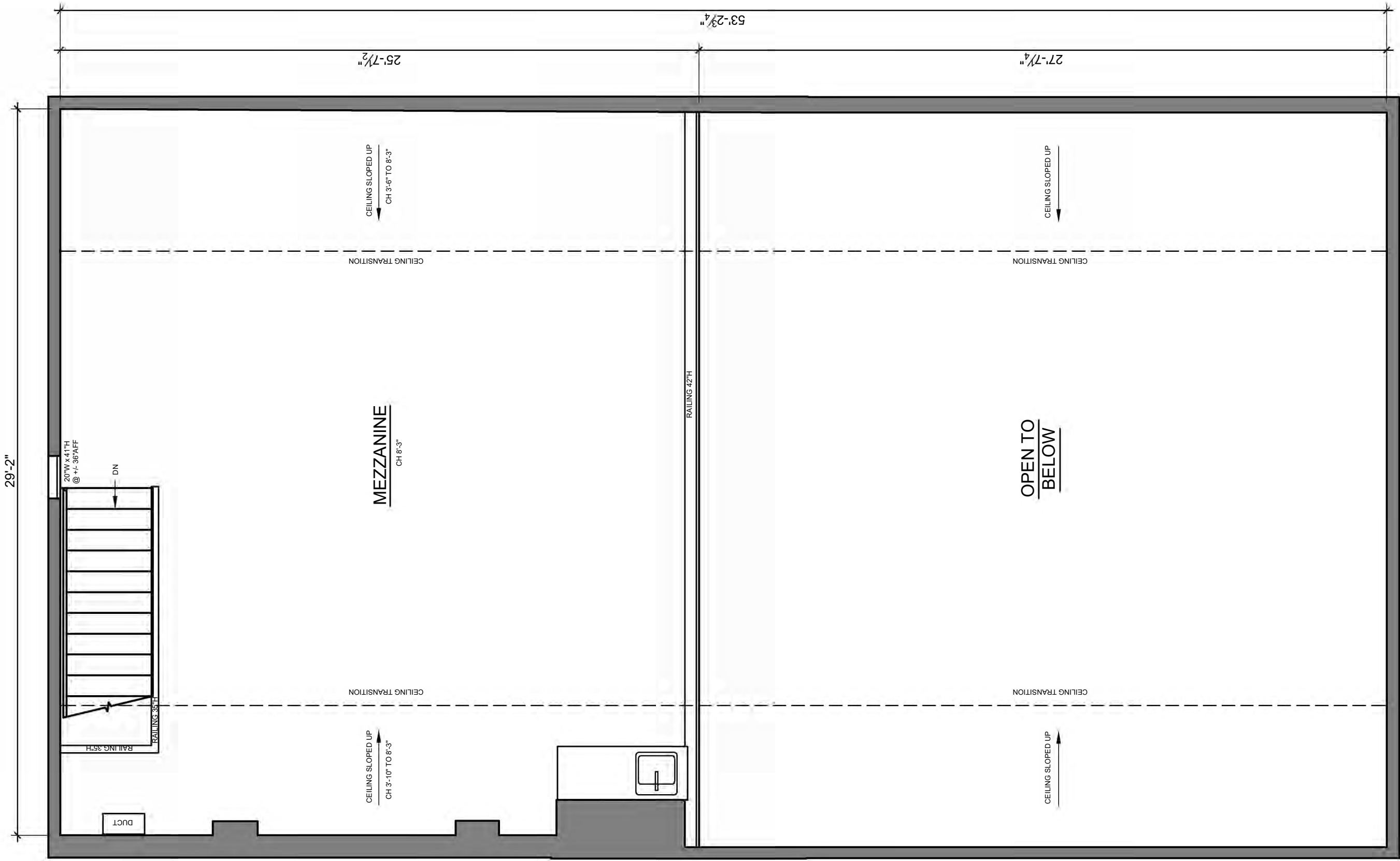
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DRAWING TITLE:  
PROPOSED PLAN  
GROUND ELEVATION






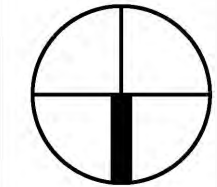
HA 23 -035787 Plan #5



EXISTING PLAN - MEZZANINE (no change)  
SCALE: 1/4" = 1'-0" (24"x36" sheet size)



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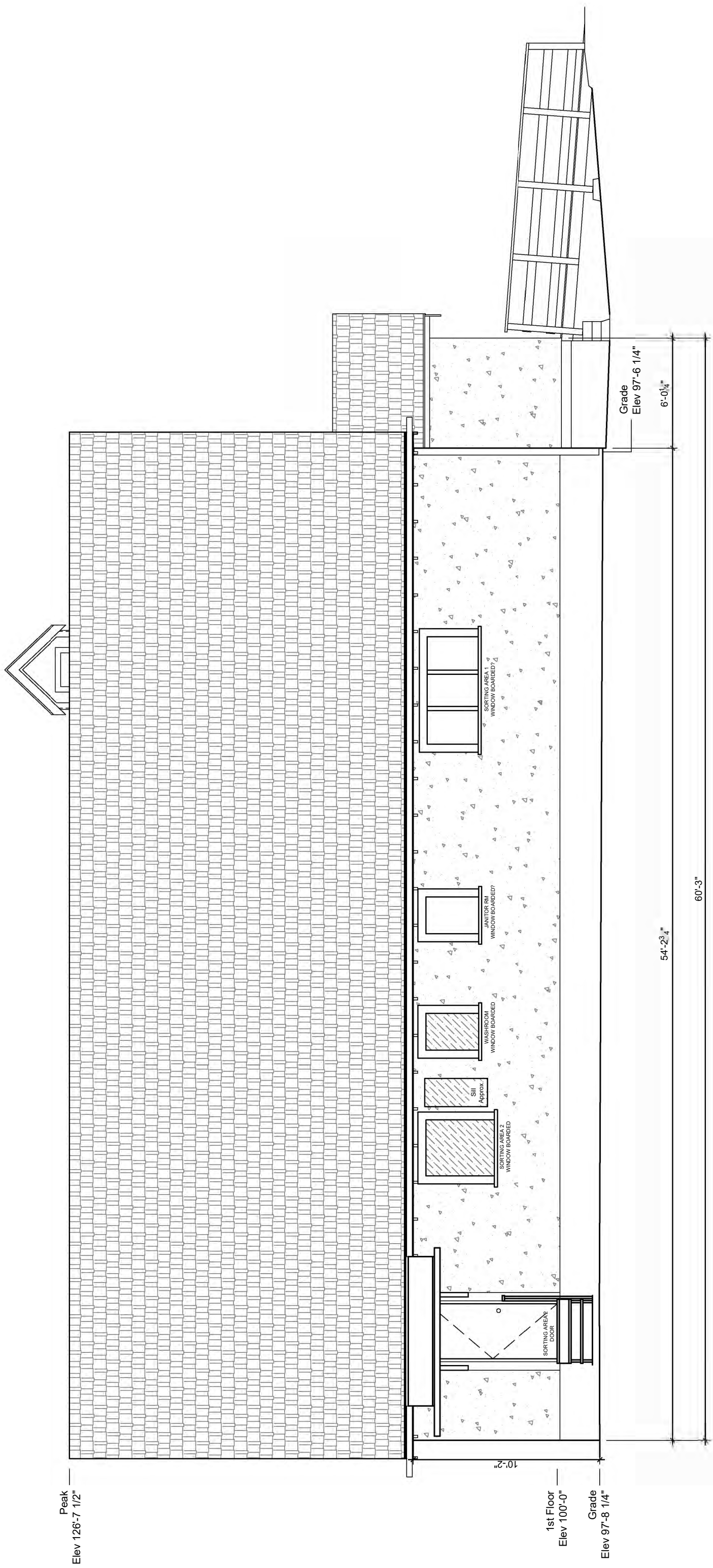
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SCALE: AS NOTED  
DATE: APR. 3, 2024

DRAWING TITLE:  
EXISTING PLAN  
MEZZANINE

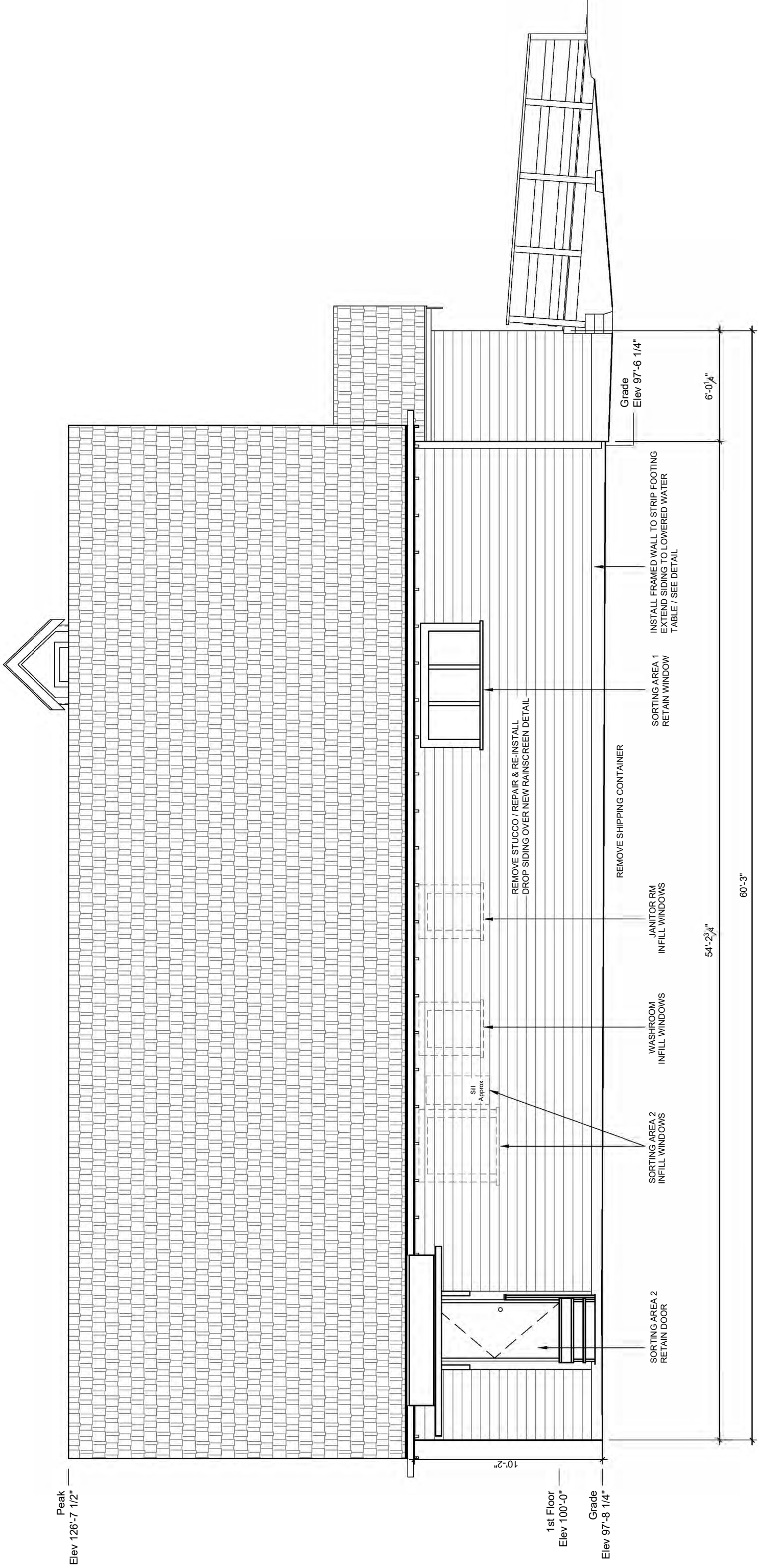
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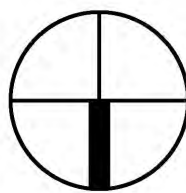
HA 23 -035787 Plan #6



NORTH ELEVATION - EXISTING  
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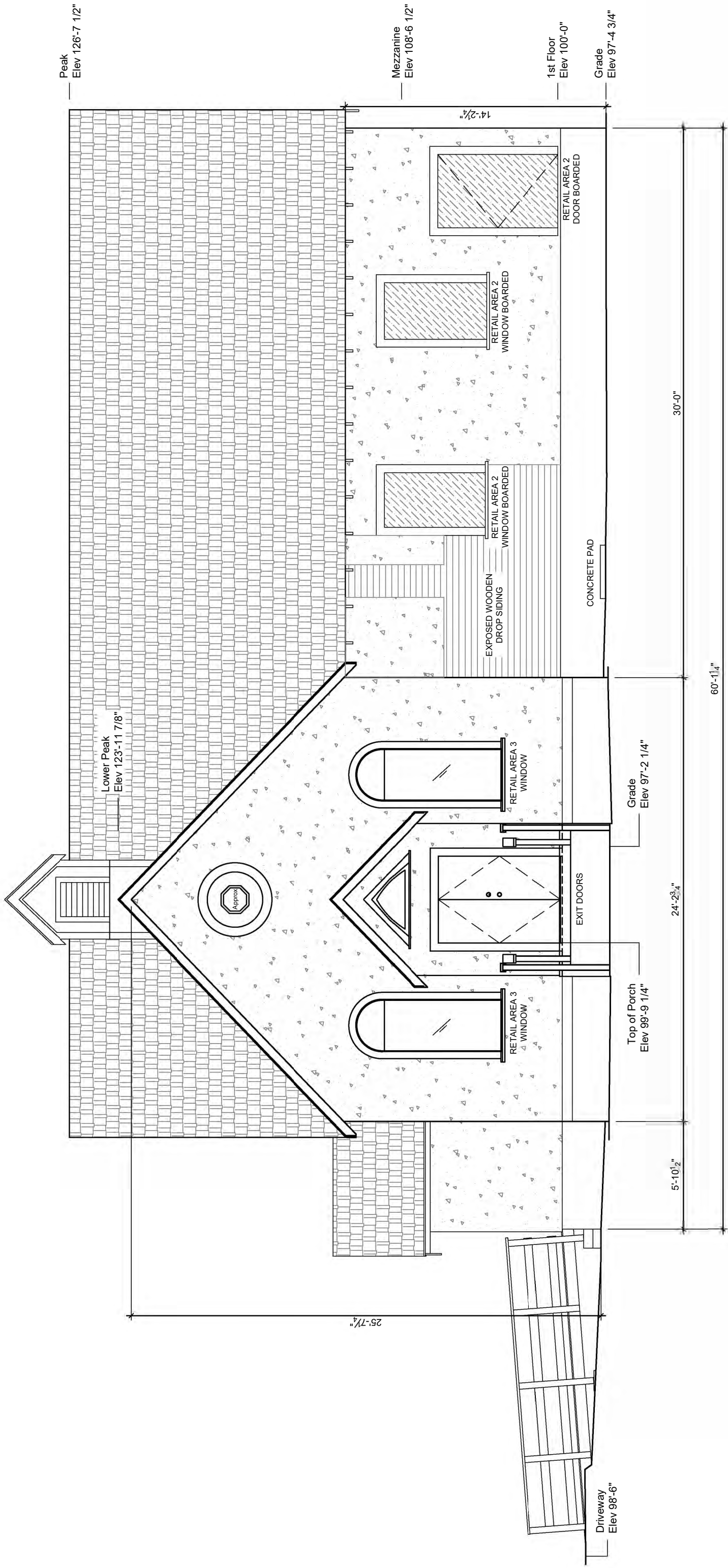
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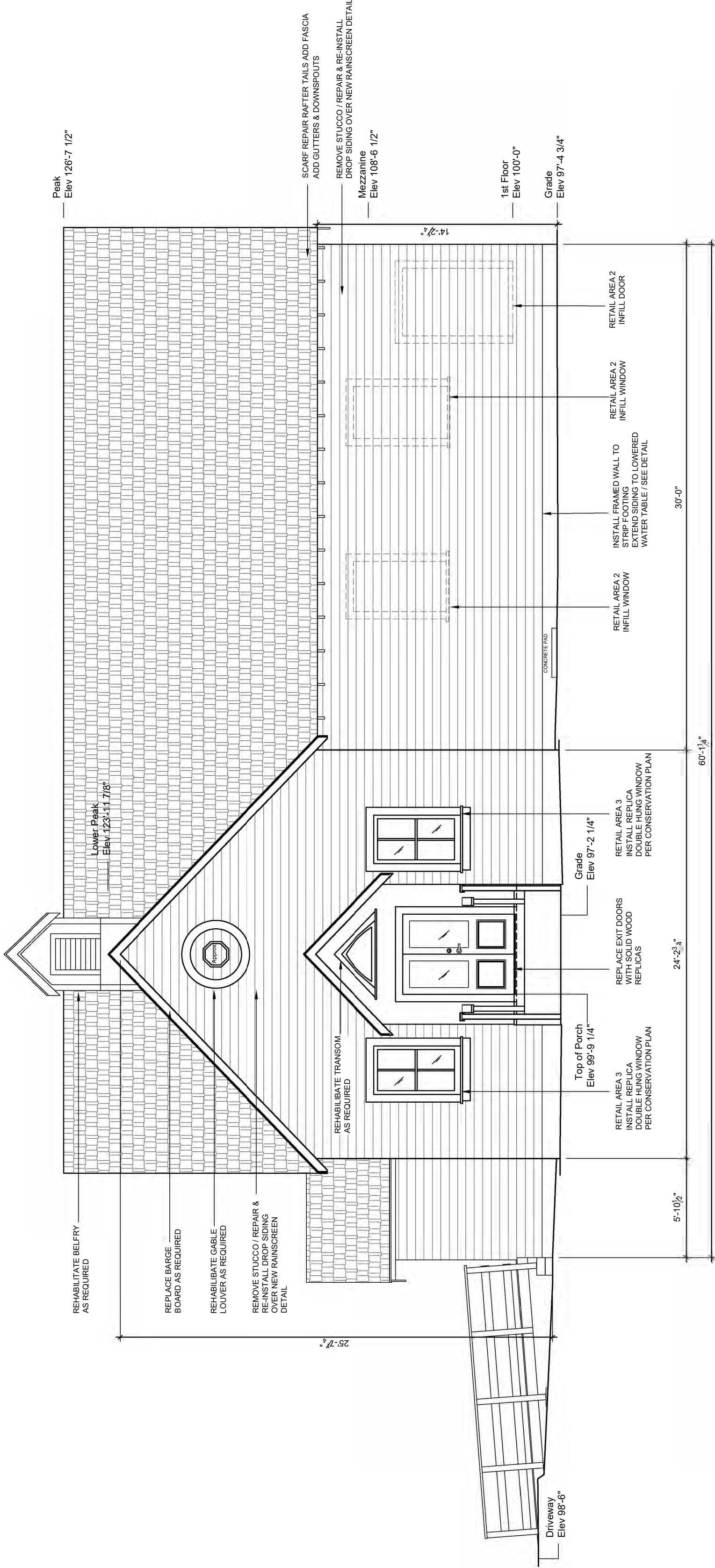
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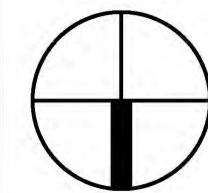
HA 23 -035787 Plan #7



SOUTH ELEVATION - EXISTING  
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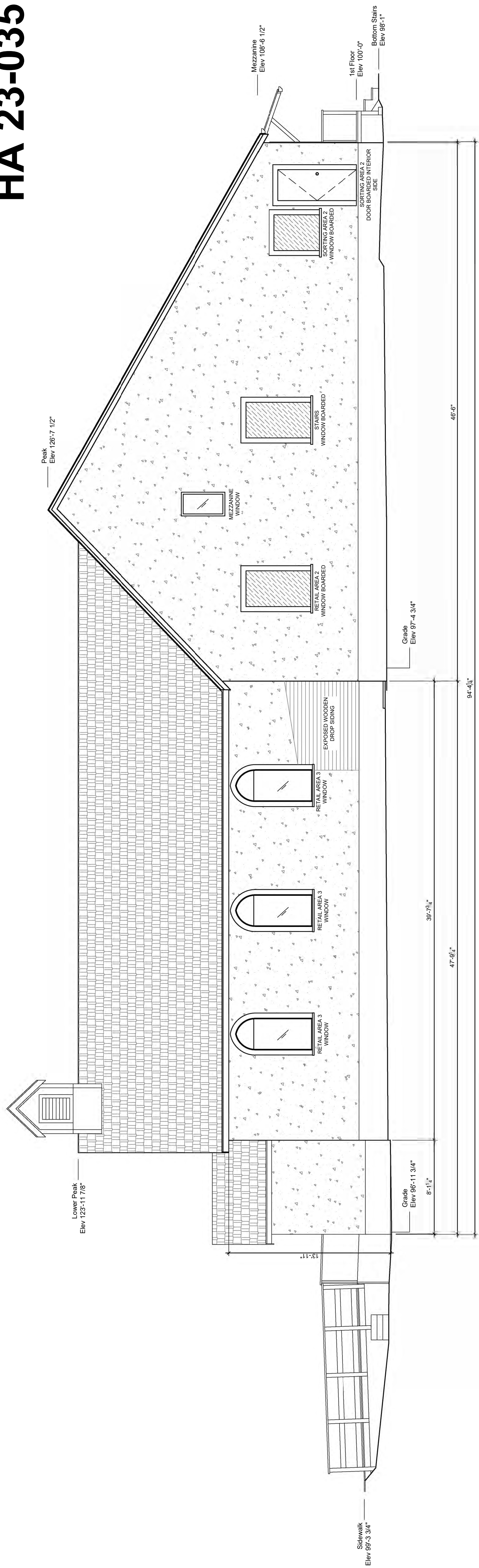


SOUTH ELEVATION - PROPOSED  
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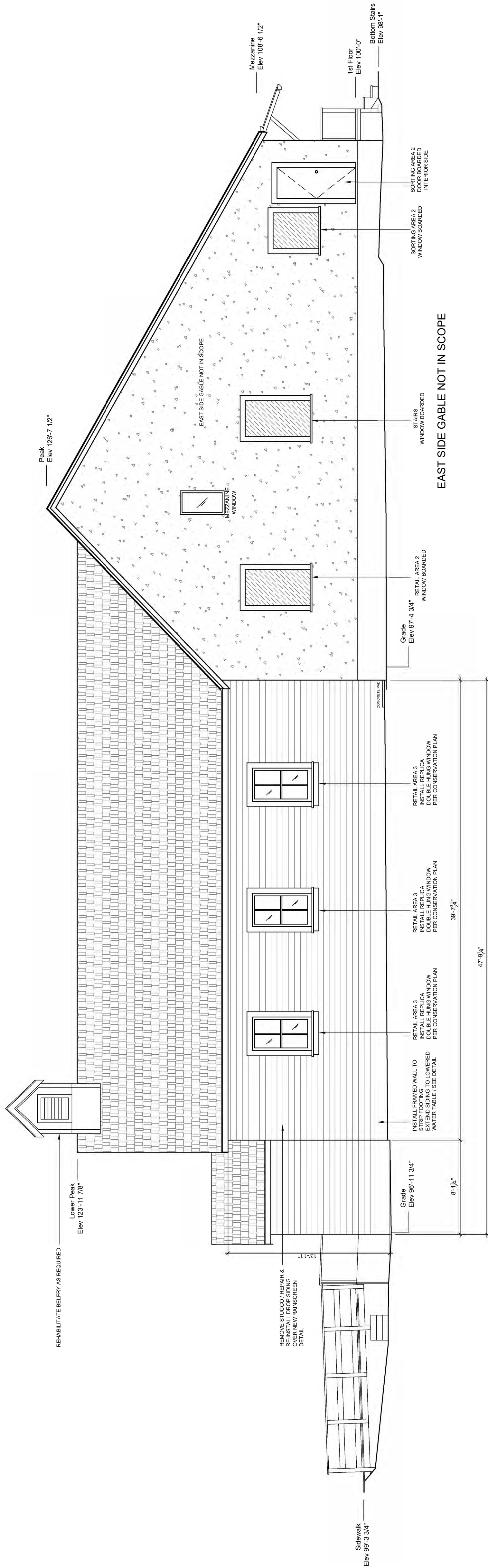




# HA 23-035787 Plan #8



EAST ELEVATION - EXISTING  
SCALE: 3/16" = 1'-0" (24"x36" sheet size)



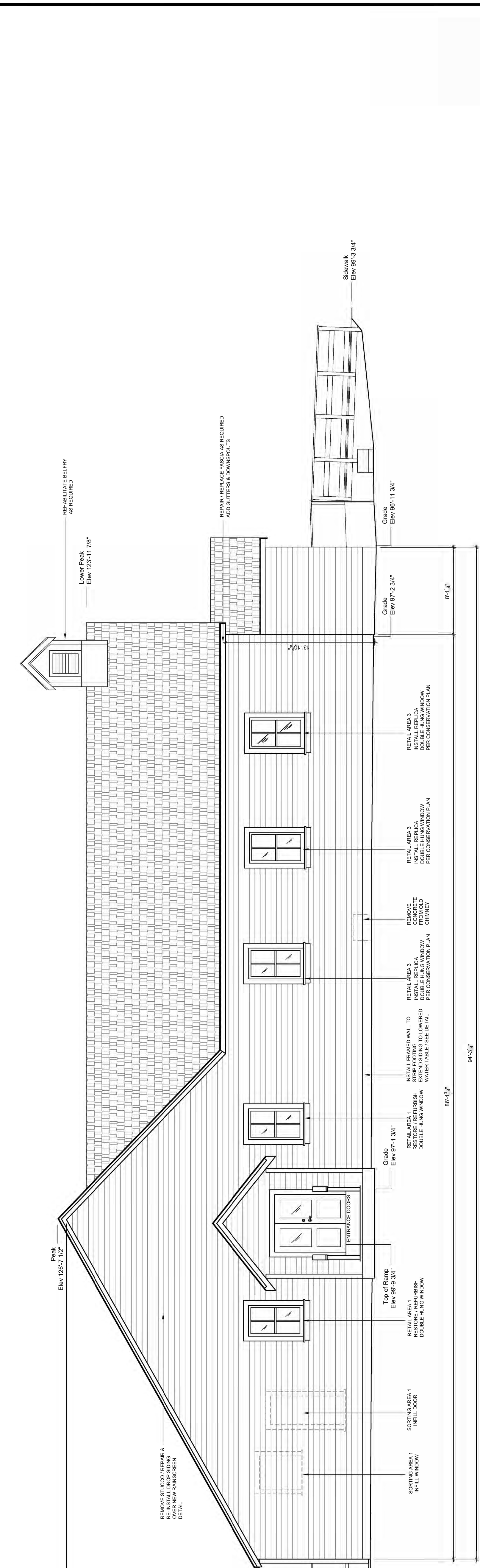
EAST ELEVATION - PROPOSED  
SCALE: 3/16" = 1'-0" (24"x36" sheet size)




6# u



WEST ELEVATION - EXISTING  
SCALE: 3/16" = 1'-0" (24"x36" sheet size)



WEST ELEVATION - PROPOSED  
SCALE: 3/16" = 1'-0" (24"x36" sheet size)

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	RICHMOND HOSPITAL HEALTHCARE AUXILIARY THRIFT SHOP											
	3731 CHATHAM STREET, RICHMOND BC V7E 2Z3											

	DRAWN BY: MF SCALE: AS NOTED DATE: APR. 3, 2024	DRAWING TITLE: EXTERIOR ELEVATIONS	DRAWING NO: 08
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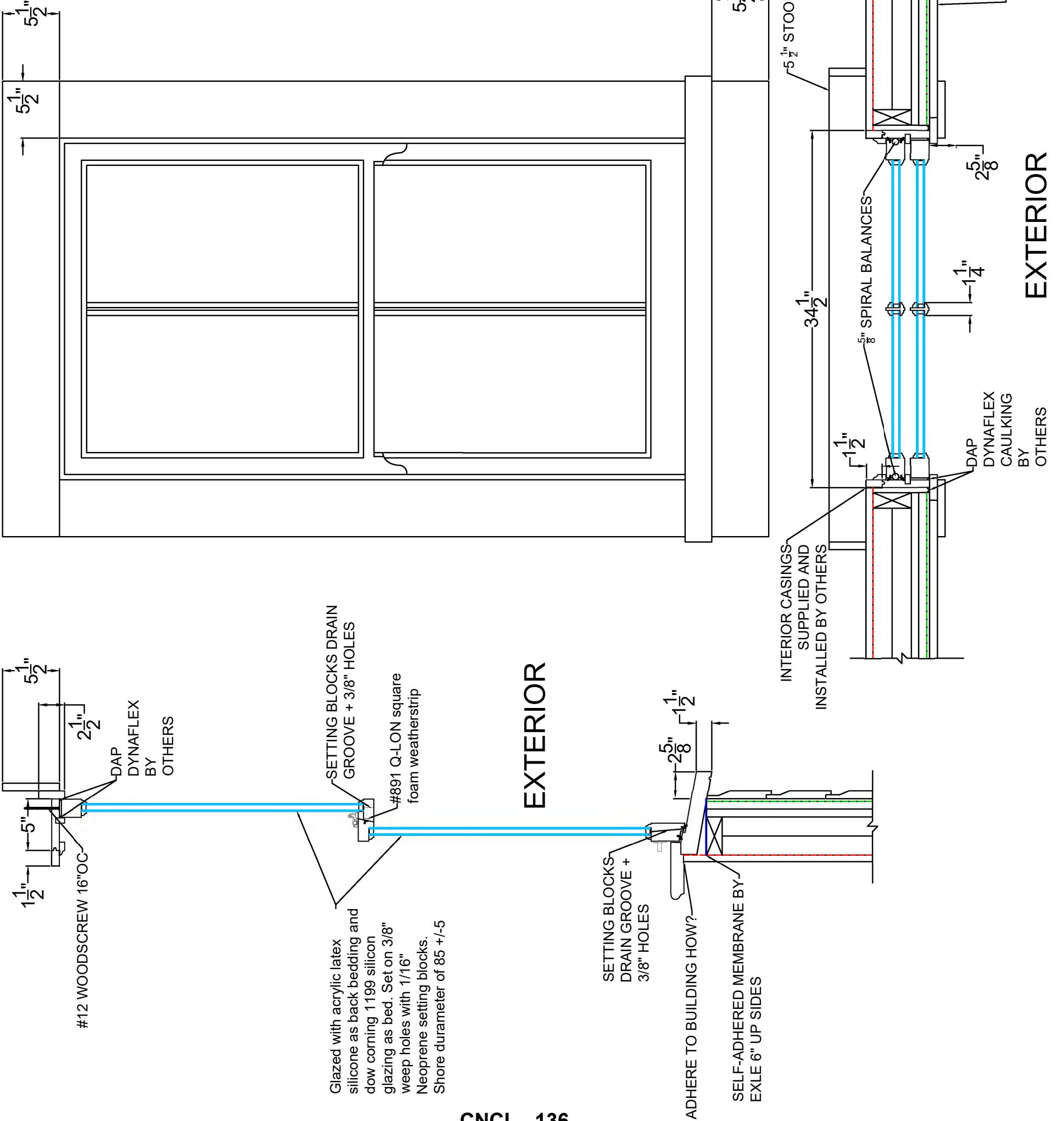
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**8**



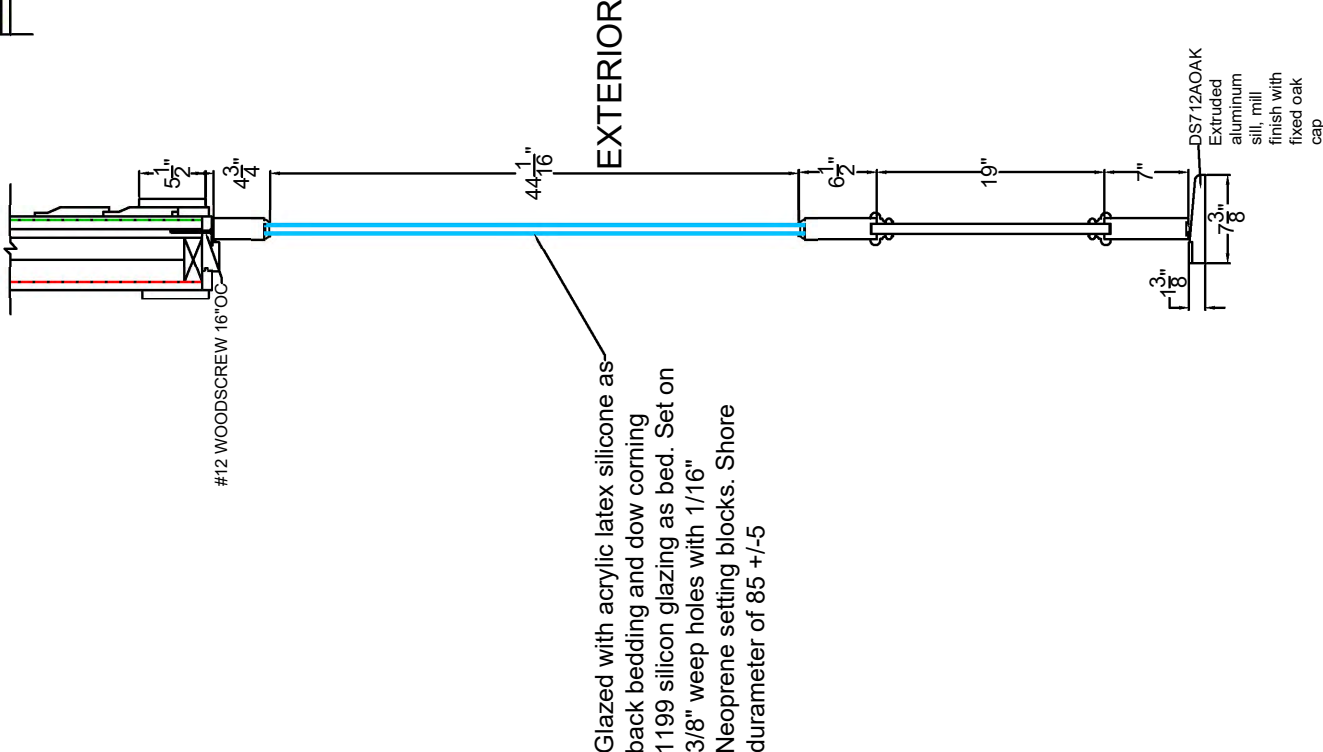
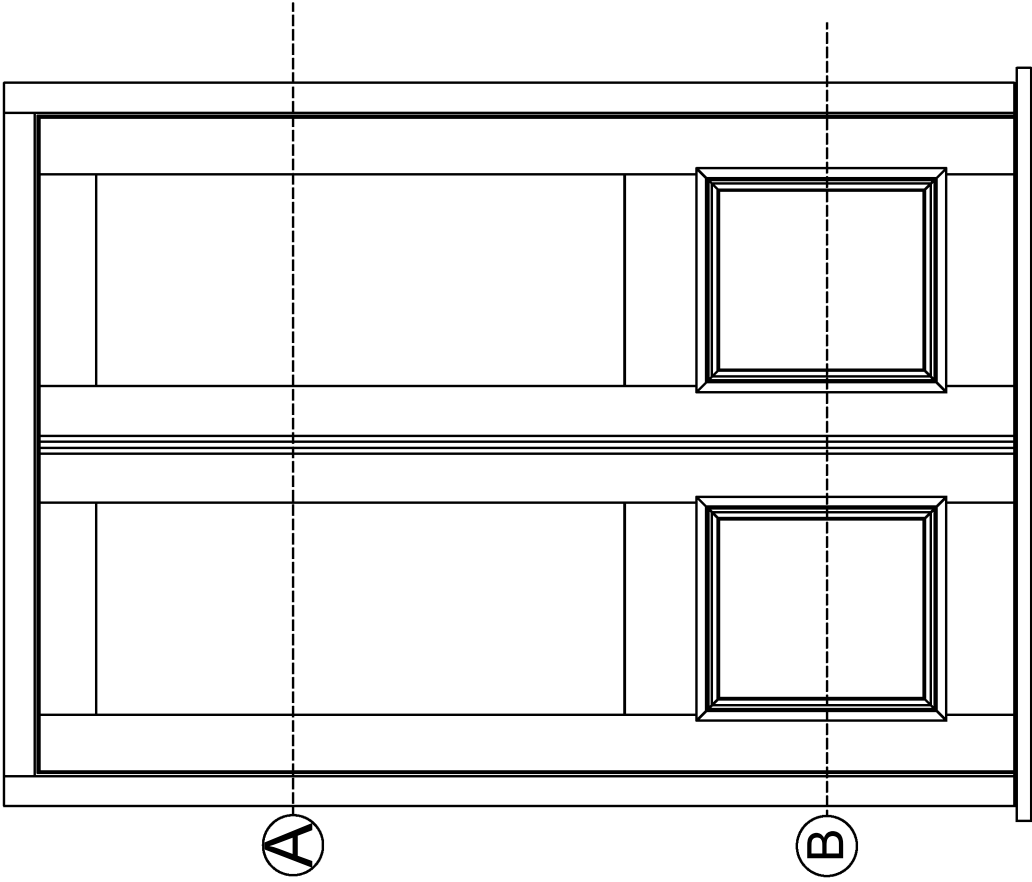
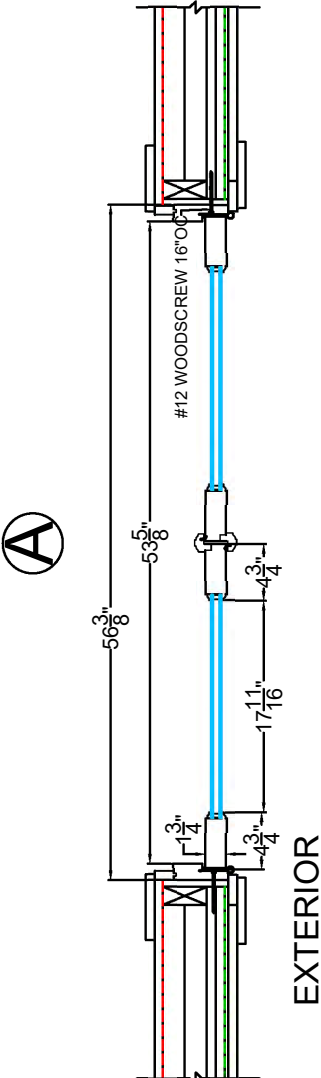
HA 23 -035787 Plan #10


10	QUOTE	
	PRELIMINARY	FOR APPROVAL
MANUFACTURE		
JOB DETAILS		
Job# Pro2024-1590		
Job Name 3731 Chatham Street		
Customer EXLE		
Client Contact Ryan Bahrís		
Vintage Contact Keri Briggs		
DWG DETAILS		
Rev	A	
Date	Feb 1, 2024	
Drawn	Justin Murai	
Approved		
Scale	NTS	
Units	Inches	
Page	1	
REVISION HISTORY		
WINDOW SPECS		
Type	Double Hung	
Species/Grade	Clear VG Douglas Fir	
Finish -INTERIOR	Prime only/ Painted by others	
Finish -EXTERIOR	Prime only/ Painted by others	
Stops/Putty	Stops	
Sash Thickness	1 3/4" / 44.4mm	
Stile Width	2 5/8" / 66.67mm	
Top Rail Width	2 3/8" / 66.67mm	
Bottom Rail Width	4 1/4" / 107.95mm	
Meeting Rail Width	1 1/2" / 38.1mm	
Glazing Bar Width	1 1/4" / 31.75	
JAMB SPECS		
Type	Clear FG Douglas Fir	
Species/Grade	Prime only/ Painted by others	
Finish -INTERIOR	Prime only/ Painted by others	
Finish -EXTERIOR	Prime only/ Painted by others	
Jamb Width	4 9/16" / 115.88mm	
Jamb Thickness	3 1/4" / 19.05mm	
Sill Height at nose	1 1/2" / 38.1mm	
Sill Depth	8" / 203.2mm	
GLASS: Type		
3mm Solarban 60 annealed (face #2), 1/2" Black Kodispacer 4SG + Argon, 3mm clear annealed		
HARDWARE		
Spiral Balance - Aluminium Tube, Max 32"/35lbs		
FJ Series		
Sash Lock, Aged Bronze- for thermal sash sets		
Narrow catch plate, oil rubbed bronze		
4" Sash D Handle, Dark Bronze		
H3759 spiral balance carrier		
1 1/4" long screws (for thermal sash lock)		
NOTES		
6701 Oldfield Rd, Sannichton, BC, Canada, V8M 2A1 Phone 250-386-5354 www.vintagewoodworks.ca		
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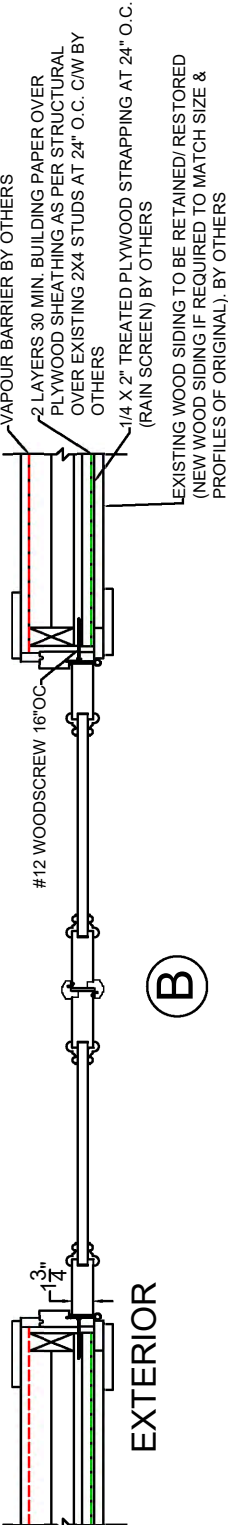




HA 23-035787 Plan #11



JOB DETAILS	QUOTE	
	PRELIMINARY	
	FOR APPROVAL	✓
	MANUFACTURE	
Job# <b>Pro2024-1590</b> Job Name <b>3731 Chatham Street</b> Customer <b>EXLE</b> Client Contact <b>Ryan Bahrís</b> Vintage Contact <b>Keri Briggs</b>		
DWG DETAILS Rev <b>A</b> Date <b>Feb 1, 2024</b> Drawn <b>Justin Murai</b> Approved Scale <b>NTS</b> Units <b>Inches</b> Page <b>2</b>		
REVISION HISTORY		
<b>DOOR SPECS</b> Type Species/Grade <b>Double Door</b> Finish -INTERIOR <b>Clear VG Douglas Fir</b> Finish -EXTERIOR <b>Prime only/ Painted by others</b> Prime only/ Painted by others		
Stops/Putty Door Thickness <b>1 3/4" / 44.4mm</b> Stile Width <b>4 3/4" / 120.65mm</b> Top Rail Width <b>4 3/4" / 120.65mm</b> Bottom Rail Width <b>7" / 177.8mm</b> Lock Rail Width <b>6 1/2" / 165.1mm</b> Muntin width <b>N/A</b>		
<b>JAMB SPECS</b> Type Species/Grade <b>Commercial Box Jamb</b> Finish -INTERIOR <b>Clear FG Douglas Fir</b> Finish -EXTERIOR <b>Prime only/ Painted by others</b>		
Jamb Width <b>5" / 127mm</b> Jamb Thickness <b>1 1/8" / 28.5mm</b>		
GLASS: Type <b>4mm Solarban 60 tempered (face #2), 1/2" Black Kodispacer 4SG + Argon, 4mm clear tempered</b>		
HARDWARE <b>4.5x4 ball bearing solid brass hinge (button tip)</b> <b>Oil Rubbed Bronze solid brass Ball tip</b> <b>Oil Rubbed Bronze Door Shoe,</b> <b>36" Extension bolt Oil Rubbed Bronze</b>		
NOTES		
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# City of Richmond

## Report to Committee

**To:** Planning Committee

**Date:** March 14, 2024

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

**File:** 08-4055-08/2024-Vol 01

**Re:** 2021–2031 Collaborative Action Plan to Reduce and Prevent Poverty in Richmond:  
Progress Report for 2022–2023

### Staff Recommendations

1. That the 2021–2031 Collaborative Action Plan to Reduce and Prevent Poverty in Richmond: Highlights from 2022–2023 (Attachment 1) as outlined in the staff report titled, “2021–2031 Collaborative Action Plan to Reduce and Prevent Poverty in Richmond: Progress Report for 2022–2023”, dated March 14, 2024, from the Director, Community Social Development, be received for information; and
2. That the 2021–2031 Collaborative Action Plan to Reduce and Prevent Poverty in Richmond: Highlights from 2022 to 2023 be distributed to key community partners, local Members of Parliament, local Members of the Legislative Assembly and posted on the City website.

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

Att. 1

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Arts, Culture & Heritage	<input checked="" type="checkbox"/>	
Corporate Communications & Marketing	<input checked="" type="checkbox"/>	
Intergovernmental Relations	<input checked="" type="checkbox"/>	
Parks Services	<input checked="" type="checkbox"/>	
Recreation & Sport Services	<input checked="" type="checkbox"/>	
Richmond Public Library	<input checked="" type="checkbox"/>	
Sustainability & District Energy	<input checked="" type="checkbox"/>	
<b>SENIOR STAFF REPORT REVIEW</b>	<b>INITIALS:</b> 	<b>APPROVED BY CAO</b> 



## Staff Report

### Origin

Since its adoption on December 6, 2021, the 2021–2031 Collaborative Action Plan to Reduce and Prevent Poverty in Richmond (Collaborative Action Plan) has guided the City’s approach to working with the community to reduce and prevent poverty in Richmond. The purpose of the Collaborative Action Plan is to develop a more holistic understanding of the experiences and circumstances of individuals at risk of or living in poverty in Richmond and to provide a framework to promote collective action. Through a shared understanding of poverty, the City and community partners are able to more effectively collaborate on initiatives to improve access to community resources, address immediate needs and foster a greater sense of belonging and inclusion in the community.

The Collaborative Action Plan is composed of four strategic directions encompassing 26 actions to be undertaken by the City together with community partners over a ten-year period. The Collaborative Action Plan complements other City strategies that focus on other key areas related to poverty reduction and prevention, including the City of Richmond Affordable Housing Strategy 2017–2027 and City of Richmond Homelessness Strategy 2019–2029.

The purpose of this report is to provide an initial progress update on the first two years of implementation. It highlights the work of the City both independently and collaboratively with a range of community partners.

This report supports Council’s Strategic Plan 2022–2026 Focus Area #1 Proactive in Stakeholder and Civic Engagement:

- 1.2 Advocate for the needs of Richmond in collaboration with partners and stakeholders.*
- 1.3 Increase the reach of communication and engagement efforts to connect with Richmond’s diverse community.*

This report supports Council’s Strategic Plan 2022–2026 Focus Area #6 A Vibrant, Resilient and Active Community:

- 6.1 Advance a variety of program, services, and community amenities to support diverse needs and interests and activate the community.*
- 6.3 Foster intercultural harmony, community belonging, and social connections.*
- 6.4 Support vulnerable populations through collaborative and sustainable programs and services.*

This report also responds to 2021–2031 Collaborative Action Plan to Reduce and Prevent Poverty in Richmond Strategic Direction 4: Research, Monitor and Evaluate:

- 4.5 Report out every two years on the progress of the Collaborative Action Plan.*



## Analysis

While poverty may be understood as a lack of financial resources to meet basic needs, it results in broader social impacts on individuals and families that can include inequitable access to opportunities and limited ability to participate in different aspects of community life. The definition of poverty that informs the City's approach recognizes it as "the condition of a person who is deprived of the resources, means, choices and power necessary to acquire and maintain a basic living standard needed to promote and facilitate integration and participation in society."<sup>1</sup>

Since the Collaborative Action Plan was adopted in 2021, the context for poverty reduction and prevention has been rapidly changing. In recent years, rising costs of living and inflation have put increased pressure on household finances across the country. These affordability challenges have further exacerbated difficulties for some individuals and families that were more severely impacted by employment and income losses experienced during the COVID-19 pandemic. This has led to a growing number of households relying on supportive services to meet basic needs, even those that do not fall below poverty thresholds. The 2023 National Advisory Council on Poverty annual report identified that increasing unaffordability is likely to cause poverty rates to increase.<sup>2</sup>

Similarly, community data indicates that there is a growing number of Richmond residents who are seeking social supports to meet basic needs. These include:

- An increased number of Richmond households on the BC Housing Applicant Registry;
- More Richmond households supported by BC Income and Disability Assistance;
- A rise in the number of Richmond residents counted in the Metro Vancouver Homeless Count; and
- Continued growth in the number of households supported by the Richmond Food Bank.

Poverty reduction and prevention requires commitment and action from all levels of government and sectors of the community. In its first two years of implementation, the Collaborative Action Plan has already played a role in strengthening coordinated efforts by Richmond-based community organizations and public sector agencies, including the City of Richmond, that are committed to working together on initiatives that contribute to preventing and reducing poverty in the community.

### Collaborative Action Plan: Highlights from 2022 and 2023

The 2021–2031 Collaborative Action Plan to Reduce and Prevent Poverty in Richmond: Highlights from 2022–2023 document (Attachment 1) describes key initiatives led, collaborated on or supported by the City to address the plan's 26 strategic actions. It also outlines some of the key contributions of community partners across sectors in Richmond. As the Collaborative

<sup>1</sup> Employment and Social Development Canada (2018). [Opportunity for All - Canada's First Poverty Reduction Strategy](#).

<sup>2</sup> National Advisory Council on Poverty (2023). [Blueprint for Transformation: The 2023 Report of the National Advisory Council on Poverty](#).



Action Plan was adopted in December 2021, the highlights in the attachment and those summarized below are from the timeframe, January 2022 to December 2023.

- On February 28, 2022, City Council adopted the Terms of Reference for the Community Poverty Reduction and Prevention (CPRP) Table. This table was established in April 2022 to advance actions identified in the Collaborative Action Plan. Co-chaired by the City and Richmond Public Library (RPL), the CPRP Table is comprised of representatives from community non-profit organizations, cornerstone institutions such as Richmond School District No. 38 and Vancouver Coastal Health, the Ministry of Social Development and Poverty Reduction, and Richmond residents with lived and living experience of poverty. (Action 1.1)
- In September 2023, a sub-committee of the CPRP Table was formed to increase work experience, mentorship and upskilling opportunities available in Richmond. Co-chaired by staff from the City, Back in Motion, Turning Point Recovery Society and Pacific Autism Family Network, representatives from over 10 community organizations have been collaborating to identify and implement initiatives to expand employment resources for Richmond residents at risk of or living in poverty. (Action 1.4)
- Through the City's Health, Social and Safety Grants (HSS) more than \$195,000 in total funding has been provided over the past two years (2022 and 2023) to eight different organizations delivering community meal and food delivery programs in Richmond. As well, through the City's Parks, Recreation and Community Events Grants, over \$78,000 in total funding was provided during this two-year timeframe to support the work of Urban Bounty and the Sharing Farm. (Action 2.4)
- In 2022, the City received a \$50,000 grant from the Province of BC's Poverty Reduction Planning and Action program, administered by the Union of British Columbia Municipalities (UBCM), to develop and implement the Community Services Pop Ups (Pop Ups) in collaboration with RPL. These free, monthly drop-in sessions at Brighthouse Library connected residents to a wide range of community-based services that support people with lower incomes. By December 2023, the Pop Ups had supported over 1,000 Richmond community members to access resources available in the community. Due to ongoing need, the Pop Ups have continued as a monthly program at Brighthouse Library. (Action 3.2)
- In 2023, the City received another \$50,000 grant from UBCM to develop the Community Services Connectors Pilot Program (Connectors Pilot Program) in collaboration with RPL. This peer-to-peer program trained Richmond community members to help residents with lower incomes access community resources. Complementing the Pop Ups, the Connectors Pilot Program provides additional targeted outreach to connect residents outside of the city centre to one-on-one support on a weekly basis. The program launched in January 2024 at Ironwood Library. (Action 3.2)
- In an effort to share local promising practices, in 2022, the City presented at the annual Tamarack Conference to highlight the 2021–2031 Collaborative Action Plan to Reduce and Prevent Poverty in Richmond. In 2023, the City and RPL also presented on a province-wide webinar panel convened by the Tamarack Institute to highlight the success of the Community Services Pop Ups. (Action 4.4)



A complete list of the 26 actions outlined in the Collaborative Action Plan and their current status is presented in the Appendix of Attachment 1. In summary, during the first two years of implementation, progress on the Collaborative Action Plan is well underway as:

- Three of six short-term actions have been completed and the remaining three actions are in progress;
- Four of seven medium-term actions have been initiated;
- One of two long-term actions have been initiated; and
- 11 of 11 ongoing actions have been initiated or are in the maintenance phase.

Over the next two-year period, initiatives will focus on: reducing food insecurity; strengthening employment resources; continuing to improve access to community resources and City services; and fostering dialogue with people with lived and living experience of poverty. Upon approval, the Collaborative Action Plan: Highlights from 2022–2023 will be distributed to key community partners, local Members of Parliament, and local Members of the Legislative Assembly. It will also be available on the City website.

#### **Financial Impact**

None.

#### **Conclusion**

Since the 2021–2031 Collaborative Action Plan to Reduce and Prevent Poverty in Richmond was first adopted, community data shows that more Richmond residents have needed to rely on community resources to meet basic needs. Even households that have incomes above poverty thresholds are experiencing financial pressures due to inflation and cost of living increases. The City continues to work together with cross-sectoral community partners to reduce and prevent poverty in Richmond. Community impacts of reducing poverty include strengthening the local economy and improving social connectedness, resiliency and well-being. Poverty reduction and prevention efforts also promote a greater sense of choice, agency, belonging and inclusion for Richmond residents at risk of or living in poverty.



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Att. 1: 2021–2031 Collaborative Action Plan to Reduce and Prevent Poverty in Richmond:  
Highlights from 2022–2023



# **2021–2031 Collaborative Action Plan to Reduce and Prevent Poverty in Richmond**

## **Highlights from 2022–2023**

Community Social  
Development  
Department









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# Introduction

Poverty, and the circumstances that lead to it, is complex. It can be defined as “the condition of a person who is deprived of the resources, means, choices and power necessary to acquire and maintain a basic living standard needed to promote and facilitate integration and participation in society.”<sup>1</sup> Poverty affects different households in different ways and extends beyond a lack of financial resources to also include lack of access to opportunities and issues of inequity. It can also influence or limit the ability of individuals or families to participate in different aspects of community life (social, cultural, political, economic and recreational).

The recent global increase in the cost of food, gas and housing, in addition to inflation, has increased financial pressure on households across Canada resulting in growing numbers of people seeking support to meet basic needs. Strategic and coordinated action from all sectors is required to prevent more households from experiencing poverty. The City of Richmond recognizes that local governments have a role to play in addressing poverty and is committed to collaborating with community organizations and senior levels of government towards this goal.

In 2020, the City of Richmond received a grant from the Province of BC’s Poverty Reduction Planning and Action Program, administered by the Union of British Columbia Municipalities (UBCM). The purpose of the grant was to support the development of the City’s first poverty reduction plan. Significant community engagement with both community partner organizations and residents, including residents with lived and living experience, shed light on the barriers faced by residents at risk of or living in poverty. This feedback emphasized challenges in meeting basic needs, barriers to accessing a range of supportive programs and services, and the related impact on sense of belonging and inclusion in the community. These findings informed the development of a collaborative plan of action.

This document is the initial progress update on the first two years of implementation of the 2021–2031 Collaborative Action Plan to Reduce and Prevent Poverty in Richmond. In addition to reporting achievements and highlights, it is also a tool for the City, partner organizations, service providers and community members to identify future collaborative opportunities to reduce and prevent poverty in Richmond.

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<sup>1</sup> Employment and Social Development Canada (2018). [Opportunity for All – Canada’s First Poverty Reduction Strategy](#).



# About the Collaborative Action Plan

On December 6, 2021, City Council adopted the 2021–2031 Collaborative Action Plan to Reduce and Prevent Poverty in Richmond (Collaborative Action Plan) to guide the City’s long-term approach to working with the community to reduce and prevent poverty in Richmond.

The Collaborative Action Plan identifies four strategic directions comprised of 26 actions to be implemented collaboratively over a ten-year timeframe. The strategic directions are:

- **Strategic Direction 1:** Prevent and Reduce Poverty
- **Strategic Direction 2:** Support Residents at Risk of or Living in Poverty
- **Strategic Direction 3:** Increase Awareness and Educate
- **Strategic Direction 4:** Research, Monitor and Evaluate

## Alignment with Other City Strategies

To facilitate a comprehensive approach to poverty reduction and prevention, the strategic directions and actions outlined in the Collaborative Action Plan align with and build upon other City strategies and plans that address key areas related to poverty reduction and prevention, including:

- Richmond 2041 Official Community Plan (OCP)
- Building Our Social Future: A Social Development Strategy for Richmond 2013–2022
- City of Richmond Community Wellness Strategy 2018–2023
- Community Energy and Emissions Plan (CEEP) 2050
- City of Richmond Seniors Strategy 2022–2032
- City of Richmond Youth Strategy 2022–2032
- City of Richmond Cultural Harmony Plan 2019–2029
- City of Richmond Affordable Housing Strategy 2017–2027
- City of Richmond Homelessness Strategy 2019–2029
- 2017–2022 Richmond Child Care Needs Assessment and Strategy (strategy update in progress)
- ArtWorks: Richmond Arts Strategy 2019–2024
- City of Richmond Recreation and Sport Strategy 2019–2024



# Rapidly Changing Context

Impacts from the COVID-19 pandemic together with increased costs of living and rising inflation have meant more households across the country are struggling to meet basic needs.

## Impacts on Poverty Since COVID-19

The Collaborative Action Plan was adopted in late 2021, before the effects of the COVID-19 pandemic on lower income households were well understood. The pandemic disproportionately affected low-wage workers who faced increased job losses, reduced income and slower employment recovery, in comparison with higher-paid workers.<sup>2</sup> This especially impacted workers who were employed in frontline occupations in the accommodation, care and retail sectors, many of whom were racialized individuals.<sup>2, 3, 4</sup> A slower employment recovery rate was also experienced by workers who had less than a bachelor-level of post secondary education.<sup>5</sup> These employment and income losses exacerbated precarious situations of individuals who were at risk of or living in poverty. Of the 2023 Homeless Count respondents from across Greater Vancouver who reported losing their housing in the past three years, 15% identified the COVID-19 pandemic as a reason for their most recent housing loss.<sup>6</sup>

Effects of the pandemic combined with the recent cost of living increases have resulted in more households facing affordability issues, even those that do not fall below the poverty line. A recent Statistics Canada report noted that in 2022, about four in five families facing food insecurity had household incomes above the poverty line.<sup>7</sup> In 2023, 27% of Canadians reported that it was very difficult to meet necessary expenses such as transportation, housing, food and clothing.<sup>8</sup> The 2023 National Advisory Council on Poverty annual report identified that recent increases in costs of living represent one of the most important socioeconomic challenges faced by people living in Canada following the onset of the COVID-19 pandemic, and it is expected that increasing unaffordability will cause poverty rates to trend upwards.<sup>9</sup>

## Richmond Context

Collaborative efforts to work towards poverty reduction and prevention require a common understanding of the context of poverty in Richmond. This section provides an overview of poverty indicators and community trends based on local data.

### Prevalence of Low Income

Prevalence of low income refers to the percentage of a population that falls below an identified income threshold. While poverty is influenced by a number of factors, at the most fundamental level, households experiencing poverty lack the income and resources needed to meet a basic standard of living. While income-based data has limitations, it is one of the most consistent measures available for Richmond and is used nationally and internationally as an indicator for poverty.

2 Canadian Centre for Policy Alternatives, BC Office (2021). [Working for a Living Wage: 2021 Update](#).

3 National Advisory Council on Poverty (2023). [Blueprint for Transformation: The 2023 Report of the National Advisory Council on Poverty](#).

4 Canadian Centre for Policy Alternatives (2021). [A Disproportionate Burden: COVID-19 labour market impacts on Indigenous and racialized workers in Canada](#).

5 Statistics Canada (2023). [Changes in income across different levels of educational attainment during the first year of the COVID-19 pandemic](#).

6 Homelessness Services Association of BC (2023). [2023 Homeless Count in Greater Vancouver](#).

7 Statistics Canada (2023). [Food insecurity among Canadian families](#).

8 Statistics Canada (2023). [Difficulty meeting financial needs, by gender and other selected sociodemographic characteristics \[Table 45-10-0087-01\]](#).

9 National Advisory Council on Poverty (2023). [Blueprint for Transformation: The 2023 Report of the National Advisory Council on Poverty](#).



The Market Basket Measure (MBM) was adopted as Canada’s Official Poverty Line in 2019, and considers an individual to live in poverty if their disposable income is insufficient to purchase a predetermined basket of goods and services required to achieve a modest, basic standard of living. Since its adoption, the MBM has undergone comprehensive reviews and continuous updates to refine the methodology to be applicable regionally across Canada. Based on the 2021 Census, the prevalence of poverty according to the MBM in Richmond was 14.4%, which was 3% higher than the regional rate of 11.2% across Greater Vancouver.

In lieu of regular MBM threshold updates, the City has referenced the Low Income Measure After-Tax (LIM-AT), a relative measure of low income status based on 50% of the median after tax income of households. Based on the 2021 Census, the prevalence of low income in Richmond decreased to 15.9% (LIM-AT) from 22.2% in 2016. However, this decrease was largely attributed to pandemic income replacement benefits, such as the Canadian Emergency Response Benefit (CERB) that provided a temporary boost to income levels for some lower socioeconomic households. As the benefit has not continued, the resulting effect is likely temporary.<sup>10</sup>

**Table 1: Richmond Residents Living in Poverty Based on the LIM-AT, 2016 compared with 2021 Census**

	2016	2021
Total number of residents	198,309	208,395
Below LIM-AT	44,040	33,225
% Below LIM-AT	22.2%	15.9%

Source: Statistics Canada, 2016 and 2021 Census of Population.

While data based on reported income provides one measure of poverty levels in the community, it does not provide a complete picture. Instead, it is best used as an initial reference point supplemented with community-based data to provide a better understanding of the local context.



<sup>10</sup> Tamarack Institute (2023). [Communities Ending Poverty Impact Report: A Deep Dive into 2022](#).



## Community Trends

Trends in community data suggest that the positive effects of pandemic-related financial assistance were temporary. Data from multiple sources indicates that there is a growing number of Richmond residents accessing supports to meet basic needs. When possible, data from 2021 has been provided for comparison as a baseline indicator.

- The average number of households in Richmond on the BC Housing Applicant Registry rose by approximately 500 households, to 1,556 households in 2023, up from 1,074 households in 2021.
- The average number of Richmond households supported by BC Income and Disability Assistance grew by over 500 households, to 3,432 households in 2023, up from 2,913 households in 2021.
- Increases in BC Income and Disability Assistance cases in Richmond were seen among all household types (singles, couples and families with children), with the bulk of the increase due to a rise in Income Assistance cases (375 households).
- The average number of individuals in Richmond with no fixed address receiving BC Income and Disability Assistance increased by almost 100 cases, to 202 cases in 2023, up from 106 cases in 2021.
- The number of Richmond residents counted in the Metro Vancouver Homeless Count almost doubled, growing to 162 individuals in 2023, up from 85 individuals in 2020.
- 13% of Richmond residents participating in the 2023 Homeless Count reported earning income through full-time (6%) or part-time (7%) employment.
- The total number of households supported by the Richmond Food Bank more than doubled, growing to 4,770 households in 2023, up from 2,173 households in 2021.

Other indicators from programs delivered by the City and in partnership with Community Associations and Societies and Richmond Public Library (RPL), also reinforce similar trends of more residents seeking community supports.

- The number and dollar amount of Health, Social and Safety Grants disbursed to support emergency food programs increased by approximately \$32,000 to 7 organizations that received \$111,895 in 2023, up from 5 organizations that received \$79,433 in 2021.
- The number of Richmond residents enrolled in the City of Richmond's Recreation Fee Subsidy Program continued to grow, with 2,984 participants enrolled in the 2022–2023 program year, up from 1,992 participants in the 2021–2022 program year.
- Over 1,000 community members sought community resources and services through the Community Services Pop Ups' first year of implementation (December 2022 to December 2023).



# Roles and Responsibilities in Poverty Reduction

Experiences of poverty are influenced by a broad range of social and economic conditions that occur at the community, regional and national levels. As a result, all three levels of government, community organizations and individuals have roles to play in creating systems and environments that work to effectively reduce and prevent poverty in communities.

## The Government of Canada

The Government of Canada plays a central role in addressing and alleviating conditions of poverty in Canada. The federal government has responsibility for many of the broader macro-economic policies and social programs that affect the well-being of Canadians. This includes programs related to child and family well-being, such as the Canada Child Benefit, and employment-related policies and programs, such as the delivery of Canada's Employment Insurance programs. The federal government also provides funding transfers to provincial governments in key areas such as health care and child care, and provides funding to municipalities and community service organizations for projects and programs that align with federal priorities. Additionally, various federal agencies work closely with municipalities on areas of mutual concern, such as affordable housing that affect persons at risk of or living in poverty (e.g. Canadian Mortgage and Housing Corporation).





## The Province of BC

The provincial government (the Province) has jurisdiction over a broad range of social policy areas that include health care, education and welfare. It furthers its social development mandate through the Ministry of Social Development and Poverty Reduction, which administers BC Income and Disability Assistance programs that provide social assistance for basic needs. The Province also funds service provision through health authorities, crown agencies (e.g. BC Housing), and contracts and grants with non-profit organizations. Additionally, the Province provides short-term funding to municipalities, school districts and other governmental organizations to advance provincial priorities, such as the 3-year UBCM Poverty Reduction Planning and Action Grants, and the Feeding Futures fund to enhance access to nutritious food in schools.

## The City of Richmond

Local governments are uniquely positioned to understand the needs of those who live in their community. The City of Richmond (the City) is committed to working with senior levels of government and the public and non-profit sectors to address the needs of residents at risk of or living in poverty. The City utilizes its planning and regulatory powers to advance actions that support increased affordability and livability in the community, such as the development of affordable housing and the provision of child care amenities. The City also works to address the specific needs within the community by:

- Working with community-based organizations to advocate to senior levels of government for resources, programs and funding;
- Sharing best practice research with the community to increase awareness and education about the need for increased inclusion for all residents, regardless of socioeconomic standing;
- Analyzing data on community needs to create policy and implement actions that support residents at risk of or living in poverty;
- Delivering programs and services, including poverty reduction initiatives, within the City's mandate;
- Developing and implementing initiatives in collaboration with community-based organizations that respond to the needs of residents at risk of or living in poverty; and
- Assisting non-profit community service organizations by facilitating collaboration, enabling capacity building, and providing financial and in-kind supports (e.g. program space).

## Community Associations and Societies

The City works with Community Associations and Societies to provide recreation, sport, arts, culture and heritage opportunities to all Richmond residents. The City provides the facilities and core staffing, and most of the Community Associations and Societies are responsible for the delivery of programs and events. The City and the Community Associations and Societies aim to provide programs that are inclusive and remove barriers to participation so all residents can participate. This includes offering a range of free and low-cost programs and opportunities. Community Associations and Societies also partner with the City to offer the Recreation Fee Subsidy Program (RFSP) for those with low incomes. Through the RFSP, participants receive financial support to participate in most registered and drop-in parks, recreation and cultural programs offered at City community facilities.

## Richmond Public Library

Public libraries promote literacy and lifelong learning, and provide a range of resources, programs and services that are accessible to everyone in the community. Richmond Public Library (RPL) is committed to poverty reduction, inclusion and being responsive to community needs. RPL provides barrier-free access to its services with no late fines for borrowed items. In addition to print materials, RPL's collection includes a



variety of activity kits that are free to borrow, and provides dedicated spaces to access and learn about digital technology. As well, RPL acts as a resource hub, working in partnership with community-based organizations to better connect residents with skill building opportunities and community resources.

## Community Service and Faith-based Organizations

Community service and faith-based organizations in Richmond play an integral role in advocating for and responding to the needs of families and individuals living in poverty in the community. These organizations provide critical services that respond to existing and emerging needs, and work collaboratively to break down barriers to ensure that all residents are able to access the services and supports they need. Examples include:

- Referrals to government programs, health care and mental health services;
- Supportive programming including life and employment training skills;
- Provision of emergency food supports, including community meals and food hampers;
- Owning and operating affordable housing units;
- Opportunities for social and community connection;
- Information and referral supports;
- Information on housing and education;
- Job skills training and career mentoring; and
- Support groups.





## Richmond School District

Schools play a significant role in supporting children and families experiencing poverty that goes beyond their fundamental purpose of providing education. Schools are important community hubs that help families build support systems and create connections in the community. They provide access to social and recreational opportunities that contribute to healthy child development and help connect children and families to resources in the broader community. The Richmond School District No. 38 also operates programs that ensure all children and youth have access to supplies, nutritious snacks and other basic necessities.

## Vancouver Coastal Health

Vancouver Coastal Health (VCH) provides health care services through a network of hospitals, primary care clinics, community health centres and residential care. VCH is one of five regional health authorities that governs, plans and coordinates health services in BC. VCH also works with municipalities and community service organizations to employ a population health approach to improve the health of the entire population and to reduce health inequities among population groups by improving the social determinants of health in communities.

## Business Community

The business community plays an important role in reducing and preventing poverty. Members of the business community are both employers and often Richmond residents. Their decisions and actions have a direct impact on employment levels, labour and income, and overall quality of life in the community. Businesses also offer mentoring opportunities and assist with sponsorship of programs and events that help foster the full participation of all Richmond residents in the social, cultural, economic and political life of the city.

## Residents and Community Members

Residents and community members in Richmond play an important role in reducing and preventing poverty. Some community members volunteer to support programs, services and organizations that aim to prevent or reduce the impacts of poverty, while others take on an advocacy role to promote equitable access to basic needs for fellow residents. Importantly, residents with lived and living experience with poverty have insights to share on the challenges they face and can be vital resources for others in the community, especially when supports and opportunities are available to do so.

## Collaborations in the Community

Poverty prevention and reduction requires a community effort and is not the sole responsibility of one organization, sector or level of government. Richmond-based community organizations and public sector agencies, including the City of Richmond, are committed to working together on initiatives that contribute to preventing and reducing poverty in the community. The overview below provides a high-level snapshot of some of the important work being led by community partners in 2022 and 2023.

- **Social Services:** Richmond has over 45 non-profit community organizations, an active community of faith organizations and dedicated public sector agencies that continue to provide social services and lead a range of targeted initiatives to support populations that are at risk of or living in poverty. Key services that support poverty reduction include direct program delivery, resource navigation and individual support across population groups. This includes the provision of housing navigation services, addiction and recovery supports, mental health and wellness programs, and employment resources and upskilling programs. In addition to the ongoing work undertaken by these organizations to support vulnerable populations, several new initiatives have been introduced in the community since the plan was adopted. Since 2022, the City



has worked in partnership with Turning Point Recovery Society to operate the Brighthouse Pavilion Drop-in Centre and Shower Program. In the same year, S.U.C.C.E.S.S. and Vancouver Coastal Health piloted a bilingual (English and Chinese) community connectors program that assists vulnerable seniors to access community resources. In 2023, Richmond Cares, Richmond Gives introduced the provincially-funded Seniors Housing Information and Navigation Ease (SHINE) program.

- Food Access:** The need for emergency food resources in Richmond has been increasing throughout 2022 and 2023, and the Food Aid Delivery Coalition, a network of primarily faith organizations, continued to provide community meals and food outreach to community members in need and those experiencing unsheltered homelessness. In 2023, the Richmond Food Bank began convening quarterly Richmond Food Coalition meetings to enable information sharing among community meal service providers and other community partners. It also began working with the City to update the No or Low Cost Community Meals and Food Programs brochure. A number of community organizations, including Vancouver Coastal Health, Richmond Food Bank, and Family Services of Greater Vancouver, continued to distribute BC Farmers' Market Nutrition Coupons to lower-income community members. These coupons supported the purchase of fresh vegetables and fruits at the Kwantlen Farmers' Market and Steveston Farmers' and Artisans Market. In 2023, Richmond School District No. 38 received Feeding Futures provincial funding to enhance school nutrition programs. Urban Bounty led a number of initiatives to improve food system equity, such as initial work to explore the development of a community food hub. As well, Urban Bounty oversaw the City's 15 community garden sites that were tended by over 760 Richmond residents. Subsidized garden plot rentals were available to those living on low income and to organizations delivering programs targeted to people at risk of poverty. A total of 19 garden plots were subsidized in 2022, with this number growing to 36 subsidized garden plots in 2023.
- Employment:** A key element in poverty reduction efforts is to support people in achieving adequate incomes to meet their needs. Richmond has a range of organizations and agencies that deliver employment resources and programs for community members who may face barriers to finding and maintaining meaningful employment. These groups include persons with disabilities, youth, immigrants and newcomers, and people experiencing multiple barriers. Over the past two years, community organizations and employers across the community collaborated on the delivery of job fairs and hiring events, with support from WorkBC, Community Associations and Societies, Richmond Public Library, and the City. In 2023, a sub-committee of service providers was established through the City's Community Poverty Reduction and Prevention Table to explore collaborative actions to further improve access to employment resources for people at risk of or living in poverty.
- Mental Health Services:** Poverty can influence mental health through increased stress, lack of access to basic needs and limited opportunities to access mental health care.<sup>11</sup> During engagement for the Collaborative Action Plan, increased access to mental health services emerged as a priority for Richmond residents at risk of or living in poverty. In the past two years, Richmond has gained two new assets in this area. Foundry Richmond, operated by Vancouver Coastal Health, opened a permanent location on Cooney Road in 2023. In addition, Richmond School District No. 38 and Vancouver Coastal Health collaborated on the implementation of the Integrated Child and Youth Team. Both facilitate access to mental health resources for children, youth and their families in Richmond through outreach or low barrier programming, and partnerships with community social service organizations.
- Financial Assistance to Participate:** Richmond has a network of financial support programs to improve access to sport and physical activity opportunities, in addition to the Recreation Fee Subsidy Program delivered by the City and Community Associations and Societies. KidSport Richmond provided a total of \$280,000 in funding in 2022 and 2023 to Richmond children and youth from low-income families.

11 Public Health Agency of Canada. [canada.ca/content/dam/phac-aspc/documents/services/publications/science-research-data/health-inequalities-infographics/mental-health-inequalities-by-income-en.pdf](https://canada.ca/content/dam/phac-aspc/documents/services/publications/science-research-data/health-inequalities-infographics/mental-health-inequalities-by-income-en.pdf)



KidSport raises funds through private donations and grants, including the City's Parks, Recreation and Community Events Grants. In 2023, the new Active Recreation and Sport Fund, administered by Richmond Sports Council with funding from the City, was introduced. As well, the Canadian Tire Jumpstart program continued to offer funding both for individuals and to support affordable programming in the community.

- **Awareness and Advocacy:** The Richmond Advocacy and Support Committee (RASC) supported citizen engagement of people with lived experience of poverty. RASC members assisted with participant recruitment for the 2023 BC SPEAK survey. RASC members also developed skills to advocate for the Vision Zero approach to traffic safety, with support from the Richmond Poverty Reduction Coalition (RPRC). RPRC is a collective of Richmond residents and agencies that raise awareness and advocate for social justice and equity on a number of policy topics to different levels of government. As well, the Food Access in Richmond (FAIR) committee, initiated in 2022 and supported by the Richmond Food Bank, is comprised of residents with lived experience of food insecurity. In June 2023, FAIR implemented a pilot community pantry which helped to raise awareness of the increasing need for food access in Richmond.

Over the course of the ten-year Collaborative Action Plan, the City is committed to continuing to cultivate collaborative actions together with community organizations to prevent and reduce poverty in Richmond.





# Progress on the Collaborative Action Plan

As the 2021–2031 Collaborative Action Plan to Reduce and Prevent Poverty in Richmond was adopted in December 2021, the highlights reported below are from the timeframe of January 2022 to December 2023. Appendix 1 outlines the current status of Collaborative Action Plan strategic actions.

## Strategic Direction 1: Reduce and Prevent Poverty

Poverty reduction and prevention means improving equitable access to the resources, means, choices and power needed for individuals to meet their immediate needs and to develop more financially stable futures. The City is committed to facilitating collective action with community organizations through ongoing conversations, information sharing and building social planning capacity.

Through implementation of Strategic Direction 1, the City aims to strengthen community capacity in Richmond to implement collaborative efforts to reduce and prevent poverty and increase participation and sense of belonging for community members at risk of or living in poverty.

### Achievements and Highlights

- On February 28, 2022, Council adopted the Terms of Reference for the Community Poverty Reduction and Prevention (CPRP) Table. This table was established to advance actions identified in the Collaborative Action Plan. The CPRP Table commenced in April 2022 and meets bi-monthly to strengthen the network of cross-sectoral organizations and to advance annual priorities through collaborative actions. Co-chaired by the City and Richmond Public Library (RPL), the CPRP Table is comprised of community non-profit organizations, cornerstone institutions such as Richmond School District No. 38, Ministry of Social Development and Poverty Reduction, Vancouver Coastal Health, and Richmond residents. (*Action 1.1*)
- The City was a successful recipient of two Poverty Reduction Planning and Action Grants in 2022 and 2023, totalling \$100,000 in funding from the Province, administered by the Union of BC Municipalities. The intent of this provincial funding was to support local governments to implement initiatives that work to reduce poverty at the local level and to support the Province's poverty reduction strategy, TogetherBC. These successful grants were used to implement an ongoing monthly drop-in program to connect residents at risk of or living in poverty to resources and supports, and develop a pilot peer-to-peer resource navigator program. (*Action 1.2*)
- In September 2023, a sub-committee of the CPRP Table was formed to increase work experience, mentorship and upskilling opportunities available in Richmond. Co-chaired by the City, Back in Motion, Pacific Autism Family Network and Turning Point Recovery Society, representatives from over ten community organizations have been collaborating to identify and implement initiatives to expand employment resources for Richmond residents at risk of or living in poverty. (*Action 1.4*)
- In May 2023, the City launched a new Instructor/Lifeguard Subsidy Program (ILSP) targeted to youth and adult residents (13+ years) who face financial barriers to accessing the training required to become a swim instructor or lifeguard. In the first six months, 13 Richmond residents were enrolled in the program; by the end of 2023, one participant had completed the required training and was hired by the City as an instructor/lifeguard. The ILSP continues to support enrolled individuals as they complete approximately 165 hours of training through a number of courses in lifesaving, lifeguarding, first aid and swimming



instruction. This program aims to both increase the recruitment pool for instructor/lifeguard positions in Richmond, as well as provide Richmond youth and adults with financial support to pursue a career or job that builds transferrable skills. **(Action 1.4)**

- The Richmond Youth Media Program (RYMP) is a free, referral-based program for youth to learn media literacy skills. It takes place in a supportive environment that includes drop-in times to work independently, as well as structured skill-building sessions with instructors and industry professionals. RYMP has been delivered in partnership with Vancouver Coastal Health and Richmond Addictions Services Society (RASS) for ten years. Recent highlights include:
  - In 2023, RYMP participants created a video of the City's Remembrance Day ceremony, through which they gained camera operation skills filming a large scale public event and received mentorship from a film industry professional.
  - RYMP's annual Youth Art Mart in Fall 2023 provided 40 youth artist vendors the opportunity to develop entrepreneurship experience and networking skills, and to add to their artistic portfolios.
  - As part of ongoing development of the RYMP program, New Music Jam sessions were introduced in 2023 to provide opportunities for youth to explore other creative industries. **(Action 1.4)**
- The City's Art at Work professional development series for artists provided free educational webinars and workshops targeted to self-employed artists and non-profit arts organizations. As income through artistic pursuits can be intermittent and variable, these learning opportunities provide local artists with knowledge, skills and networking opportunities to strengthen their ability to pursue a career in artistic fields.
  - In 2023, seven professional development workshops were delivered, including sessions on Tax Basics, Applying to Public Art Calls, Preparing Exhibition Proposals and Grant Writing.
  - The Richmond Art Gallery delivered eight Artist Salon sessions that promote networking among emerging and established artists to build their capacity and learn from other arts professionals, share or create work and discuss upcoming artist calls.
  - Together, through online and in-person formats, these sessions attracted 431 participants and hundreds more views on-demand via YouTube. **(Action 1.4)**
- In 2022 and 2023, RPL delivered and partnered with community organizations to host programs in Richmond libraries that support employment readiness in a welcoming and low-barrier environment, including:
  - In partnership with S.U.C.C.E.S.S., monthly resume clinics paired 57 job seekers with one-on-one assistance provided by volunteer experts to discuss strategies to tailor their resumes to industry standards.
  - In 2022 and 2023, eight lesson sets of the Computer Basics Training were offered at the Ironwood Library. The program engaged 122 participants who learned fundamental computer skills for beginners.
  - In 2023, 129 free Basic English Classes for Women were hosted, in partnership with the Richmond Women's Resource Centre (RWRC). These three-week English lesson sets assisted over 1,500 women to improve their vocabulary, English pronunciation and listening skills. **(Action 1.5)**
- In May 2023, a Planner 2 (Poverty Reduction) was hired as part of the City's commitment to reducing and preventing poverty in Richmond. Drawing on a collective impact approach, this new City position provides a subject matter resource dedicated to leading implementation of the Collaborative Action Plan and providing support to coordinate and align community efforts and resources. **(Action 1.7)**





## Strategic Direction 2: Support Residents at Risk of or Living in Poverty

Challenges faced by people living in poverty include not being able to afford basic necessities, experiencing barriers to work and difficulties accessing supportive services. These situations can compound feelings of stress and isolation when individuals do not have necessary resources or supports. The City works regularly with Richmond's network of community organizations and senior levels of government to increase access to a wide range of programs and services.

Through implementation of Strategic Direction 2, the City aims to remove barriers and increase access to the programs and resources available to community members at risk of or living in poverty and to promote resiliency and sense of inclusion in the community.

### Achievements and Highlights

- In 2022, the City launched the Newcomers Video Series to reduce barriers to information and improve access to programs and services for newcomer residents in the community. Five short videos were created to highlight the different ways newcomers can access services in Richmond. The videos were designed to complement the City's Newcomer's Guide to Richmond that helps new residents learn about the city and the services available to help them settle into the community. Since 2023, the Newcomers Video Series and Newcomer's Guide to Richmond have been available in eight different languages: English, Traditional and Simplified Chinese, Punjabi, Farsi, Arabic, Ukrainian and Korean. (*Action 2.1*)
- In 2023, the City updated its website to make it easier to access information about City amenities, programs and services through improved website navigation, adoption of the latest web accessibility standards and the addition of a translation tool. These improvements have also streamlined access to helpful resources available on the City's website that support households at risk of or living in poverty to access community programs, services and supports. These resources include the Access Richmond Guide, No or Low Cost Community Meals and Food Programs brochure, and the Recreation Fee Subsidy Program. (*Action 2.1*)



- In 2023, a Community Needs Assessment was conducted to gain an enhanced understanding of resident perspectives on the Community Services Division's programs, services and facilities. Over 1,500 Richmond community members contributed feedback through multilingual engagement opportunities including a telephone survey, online survey hosted on Let's Talk Richmond and in-person focus groups. The study found that Community Services facilities, programs and services were well-used among Richmond residents. Recommended actions included conducting further engagement with residents who are not primary English or Mandarin speakers and lower income households (earning less than \$50,000 per year). These findings inform parks, recreation, cultural and library services' planning and delivery in Richmond. (*Action 2.1*)
- Richmond Public Library (RPL) is committed to improving access to library collections and resources to customers who are in the process of finding permanent housing or have no fixed address. By the end of 2023, 205 RPL customers have benefitted from the No Fixed Address Library Card that requires no proof of identification for registration. This reduced barrier card further enhances RPL's 'Fine Free' initiative to waive late fines, which was introduced in 2021. (*Action 2.1*)
- An Equity Lens Toolkit to support Community Recreation's equity-related work was developed in 2023. The toolkit included an Equity Lens for Recreation reflective guide, resource list and an evaluation plan. These resources support staff to: reflect on their collective efforts toward creating equitable access to programs, services and spaces in City recreation facilities; identify gaps and areas requiring focus; and plan actions and initiatives to continue to drive equity, diversity and inclusion forward in their work. The toolkit was developed with \$15,000 in provincial funding, provided by the PlanH Healthy Public Policy grant, administered by BC Healthy Communities, and will be implemented in early 2024. (*Action 2.1*)
- The Recreation Fee Subsidy Program (RFSP), offered by the City and Community Associations and Societies, supports residents of all ages experiencing financial hardship to access a wide range of recreation, cultural and parks programs. In the last two RFSP program years, almost 1,000 more community members have enrolled, from 1,992 participants in 2021–2022 to 2,984 participants in 2022–2023. City staff continue to monitor and refine the program to reduce barriers to accessing the program and to meet emerging community needs. Refinements in 2022 and 2023 included providing translated program materials, outreach to community organizations and expansion of a third party referral process. (*Action 2.2*)
- Through the annual City Grant Programs, the Health, Social and Safety Grants (HSS) have provided more than \$195,000 in total funding over the past two years (2022 and 2023) to eight different organizations delivering community meal and food delivery programs in Richmond. The HSS Grants provide funding to assist capacity building of non-profit agencies and faith organizations that undertook the important work of food access. As well, through the annual Parks, Recreation and Community Events Grants, over \$78,000 in total funding was provided in 2022 and 2023 to support the work of Urban Bounty and the Sharing Farm. This funding assisted Urban Bounty to lead a number of food security initiatives and the Sharing Farm to grow local produce that was primarily donated to the Richmond Food Bank. (*Action 2.4*)
- Introduced in 2023, the Active Recreation and Sport Fund aims to increase the number of Richmond children who are physically active and participating in organized sport. The introduction of this program filled a gap in funding by supporting participants enrolled in activities or sports that are not affiliated with a provincial sport organization and not delivered directly through the City's Community Services Division. The program is administered by Richmond Sports Council with funding from the City. (*Action 2.6*)



- In Fall 2023, a pilot program was implemented to evaluate the impact of a free, high-quality after-school program on building social connections and promoting mental wellness among school-age children. On a weekly basis, the Art Truck delivered after-school programming at Cook and McKay Elementary Schools to 60 children in Grades 4–7. Art Truck sessions featured an art lesson with a professional artist, 30 minutes of activity with a physical literacy instructor and a nutritious snack based on recipes provided by Vancouver Coastal Health. The pilot program will conclude in January 2024 and project findings will inform future plans to scale up delivery of the Art Truck to better support families that face barriers to accessing quality after-school programs. The pilot was a partnership between the City, Vancouver Coastal Health and Richmond School District (SD38) and received funding from Vancouver Coastal Health and the BC Healthy Communities PlanH Grant. (*Action 2.6*)
- Throughout 2022 and 2023, the City implemented a range of programs and services to support Richmond residents experiencing homelessness using \$3.35 million in provincial funding received through the Union of BC Municipalities (UBCM) Strengthening Communities' Services Grant program, including:
  - A Drop-in Centre and Shower Program, operated in partnership with Turning Point Recovery Society at Brighthouse Pavilion, provided daily meals, access to computers and the Internet, service navigation and referral, and shower and laundry services to Richmond residents experiencing or at risk of homelessness.
  - Warming Centres, located at South Arm Outdoor Pool and Brighthouse Pavilion, provided a place for individuals experiencing homelessness to stay warm and dry on nights of extreme cold throughout the winter months. Visitors received snacks and warm beverages, and access to referrals to support services. Warming Centres were operated in partnership with Salvation Army and Turning Point Recovery Society.
  - A Clinical Support Program assisted people who are at risk of or experiencing homelessness provided access to a range of services and supports including mobility aids, foot care, dental work and other health and personal care services. Delivered by Turning Point Society and the Salvation Army, these much needed services improved the quality of life and the dignity of Richmond residents who are precariously housed or un-housed.
  - The City distributed \$39,500 in provincial funding to support emergency food programs and outreach initiatives. (*Action 2.9*)
- In 2022 and 2023, RPL offered 16 tax clinic programs in partnership with the Lord's Harvest Fellowship. This program supported 376 people with filing their personal income tax returns with assistance from trained community volunteers. Provision of free income tax filing support for people with low incomes helps to reduce barriers for individuals to access government benefits that can supplement household finances. (*Action 2.9*)





### Strategic Direction 3: Increase Awareness and Educate

Building a community that is inclusive of all residents regardless of socioeconomic standing requires increased awareness and understanding of the needs and challenges of those at risk of or living in poverty. As well, participation of residents with lived or living experience of poverty is essential to developing initiatives that address their needs to ensure solutions are accessible and meaningful.

Through implementation of Strategic Direction 3, the City aims to develop a shared understanding of the needs of individuals and families at risk of or living in poverty and to increase opportunities for people with lived experience to contribute to the development of poverty reduction initiatives. This enables the City, community organizations, and individuals themselves to advocate more effectively for funding, policies and programs that best support Richmond community members.

#### Achievements and Highlights

- The Union of British Columbia Municipalities' (UBCM) Convention provides an opportunity for members of City Council and staff to raise awareness with Provincial Members of the Legislative Assembly (MLAs) about social issues that affect Richmond residents. Many of the supports that assist residents at risk of or living in poverty are funded by senior levels of government. Some of the key messages delivered by the City in 2022 and 2023 reinforced that more Richmond residents relied on the food bank, the incidence of homelessness was on the rise, and there was a growing number of Richmond households on the BC Housing Registry. The City plays an important role in communicating local needs and advocating for funding and policy tools to take action. (*Action 3.1*)



- In 2022, the City received a \$50,000 grant from the Province of BC’s Poverty Reduction Planning and Action program, administered by UBCM, to develop and implement the Community Services Pop Ups (Pop Ups) in collaboration with Richmond Public Library (RPL). These free, monthly drop-in sessions at Brighthouse Library connected residents to a wide range of community-based services that support people with lower incomes. These included programs that assist with navigating health and benefit systems. The pilot was implemented from December 2022 to May 2023 and, due to ongoing need, the Pop Ups have continued as a monthly Brighthouse Library program. By December 2023, the Pop Ups supported over 1,000 Richmond community members in accessing community-based resources. Approximately 14 community organizations participated each month. (*Action 3.2*)
- In 2023, the City received another \$50,000 grant from UBCM to develop the Community Services Connectors Pilot Program (Connectors Pilot Program) in collaboration with RPL. This peer-to-peer program will train Richmond community members with experience navigating resources and benefit systems to help residents with lower incomes to find and access resources. Complementing the Pop Ups, the Connectors Pilot Program will provide additional targeted outreach to Richmond residents with lower incomes outside of the city centre on a weekly basis with one-on-one support. The program launched in early 2024. (*Action 3.2*)
- The Library Champions Project is a three-month volunteer program for newcomers that is offered bi-annually by RPL. In 2022 and 2023, 41 Champions participated in the program. In total, they delivered 150 group presentations to community agencies and connected with 710 newcomers. Library Champions receive training that builds their communication, presentation and outreach skills, and increases their awareness of programs, services and resources available in Richmond. Since the program began 10 years ago, RPL has trained 22 cohorts of Library Champions. (*Action 3.2*)
- In 2022 and 2023, RPL staff conducted targeted outreach through 13 onsite visits at the Richmond Food Bank where they connected with 303 residents who were experiencing food insecurity. Engagement included promotion of library resources, collections and programs, and resulted in 43 library card registrations. (*Action 3.2*)
- In 2023, RPL’s Community Table program, located at Brighthouse and Ironwood Libraries, helped over 550 customers receive information on a wide variety of free local services and resources, including addiction recovery, housing, mental health and newcomer supports. The Community Table program provides a free space for non-profit community partners to connect with library customers and inform them about Richmond-based resources and services. (*Action 3.2*)
- In February 2023, the City hosted a two part community conversation to raise awareness and build understanding about the circumstance of homelessness in Richmond. HOME: A Community Conversation on Homelessness provided an opportunity for participants to discuss what contributes to homelessness, share their hopes for the future, and generate ideas for how Richmond can be a more connected, inclusive community. In the first part, Richmond residents considered the meaning of homelessness through shared experiences, stories and discussion. The second part built upon previous discussions and explored ideas to create a sense of belonging for everyone in the community. Resources developed from this project will be available in 2024 to support the wider community to reflect on homelessness in Richmond. (*Action 3.4*)
- In June 2022, the Working with People Experiencing Homelessness training was introduced to equip City staff with knowledge, skills and resources when providing customer service to unhoused community members. Level 1 training launched in Fall 2022 and has been completed by 246 employees. Level 2 training, which builds on the information and concepts from Level 1, was launched in early 2023 and has been completed by 155 staff. These training resources were designed to help staff in City facilities respond with empathy and decrease stigma when interacting with community members experiencing homelessness. The training provided communication strategies for day-to-day interactions and increased staff awareness



about services available for unhoused community members. The training modules were developed in collaboration with the Homelessness Services Association of BC, and funded by the UBCM Strengthening Communities' Services Grant. (*Action 3.4*)

- In 2023, Richmond Public Library staff received training through Homelesslibrary.com, which provided all staff with 3.5 hours of core training and ongoing access to monthly webinars on various aspects of de-escalation and empathy-driven approaches to solving problems and preventing conflict. These critical skills and knowledge better equip library staff to support Richmond's diverse community with confidence, empathy and a high level of customer engagement. (*Action 3.4*)
- From May through June 2022, the Wayfinding Studio project paired Richmond-based artist Mickey L.D. Morgan with clients of the Richmond Emergency Response Centre (ERC) operated by Turning Point Recovery Society. ERC residents produced artwork through a variety of workshops, including drawing, painting, craft making and storytelling activities. Their collection of works spoke to themes of place, displacement, community, home and other issues important to the artists. The resulting exhibition at Brighthouse Library raised awareness about issues surrounding homelessness. This project was part of the City's Engaging Artists in the Community Program. (*Action 3.5*)
- From May to July 2023, the City engaged a team of community members to conduct peer-led public consultation activities to gather feedback to inform development of the City's updated Social Development Strategy. In addition to an online survey hosted on Let's Talk Richmond and pop-up engagements held in City parks, targeted outreach events were held at the Brighthouse Drop-In and Shower Program and Richmond Presbyterian Church Meal Program to explore what a more inclusive and thriving Richmond could look like. The engagement process also involved discussions with youth, seniors, newcomers and refugees, people with disabilities and people experiencing mental health and substance use concerns, as well as organizations that serve these populations. (*Action 3.5*)
- In Fall 2023, the City launched the Energize Richmond program that trained a total of 30 Community Leaders in Richmond to host climate conversations with peers. The recruitment process included targeted engagement in December 2023 to recruit six Community Leaders who aimed to include equity considerations in their climate conversations to be held in 2024. These individuals are planning a variety of activities such as a cycling tour, conversations in their places of work and worship, and hosting cooling stations. (*Action 3.5*)





## Strategic Direction 4: Research, Monitor and Evaluate

Developing an understanding of the evolving context and local trends related to poverty in Richmond is essential to determining effective and appropriate responses. Beyond poverty line thresholds that are based on income measures, tracking community usage of supportive programs and services, as well as research on community vulnerability provides a snapshot of local need.

Through implementation of Strategic Direction 4, the City's aims to monitor Richmond-specific information and stay abreast of emerging best practices in poverty reduction and prevention. This contributes to the community's collective efforts to support its most vulnerable residents.

### Achievements and Highlights

- To better understand evolving community needs, the City has compiled research on the ongoing impacts of the COVID-19 pandemic related to poverty reduction (**Action 4.2**) and developed a community data tracker to better understand trends in use of community-based services and supports (**Action 4.3**). Use of this information will inform the development of future collaborative poverty reduction initiatives.
- Hosted by Richmond Public Library (RPL), NewToBC delivered a presentation on the 2023 Immigration Demographics profiles for Richmond to RPL and City staff, community organizations and newcomers. This in-depth profile of immigrant settlement facts included analysis related to countries of origin, education levels, employment and income. Participants also heard first-hand settlement experiences from newcomers and engaged in discussion related to immigrant settlement in Richmond. This interactive session prompted staff and service providers to reflect on how the data and first-hand experiences inform program and service delivery to Richmond's newest residents. NewToBC is a program of Public Library Interlink, a federation of public library systems in BC. (**Action 4.3**)
- To share local promising practices, in 2022, the City presented at the annual Tamarack Conference to highlight the 2021–2031 Collaborative Action Plan to Reduce and Prevent Poverty in Richmond. In 2023, the City and RPL presented on a province-wide webinar panel during a monthly BC Communities of Practice virtual meeting to highlight the success of the Community Services Pop Ups. The City is an active member of Tamarack Institute's Communities Ending Poverty network, enabling staff to stay abreast of best practices and emerging trends, and strengthen provincial networks. (**Action 4.4**)





## Next Steps and Conclusion

Since the Collaborative Action Plan was first adopted in 2021, community data shows that Richmond residents have increasingly been accessing supportive services. In the current economic climate, even households that do not fall below the poverty line are experiencing financial pressures due to inflation and cost of living increases. It will take collaborative efforts from all community sectors to reduce the impacts of poverty and prevent more individuals and families from feeling its effects.

The City and its many community partners have made noteworthy progress on the implementation of strategic actions in the first two years of implementation of the 2021–2031 Collaborative Action Plan to Prevent and Reduce Poverty in Richmond. Collaboration is essential in developing whole community solutions that improve access to a range of supportive resources, services and programs. These include employment services, affordable housing navigation, transportation options, navigating health and benefit systems, and supports to promote mental health and wellness. Of the plan's 26 strategic actions, three of the six short-term actions have been completed, and a significant number of the remaining actions are in progress.

The City will continue to work together with community organizations and across sectors to reduce and prevent poverty in Richmond. Over the next two years, priority efforts will focus on: reducing food insecurity; strengthening employment resources; continuing to improve access to community resources and City services; and fostering dialogue with people with lived experience of poverty.

Reducing and preventing poverty improves a community's economy, social connectedness and overall resiliency and well-being. For Richmond residents at risk of or living in poverty, it is intended that collaborative efforts will ultimately promote a greater sense of choice, agency, belonging and inclusion in the community.









# Appendix: Summary of Collaborative Action Plan Strategic Actions and Status

The tables below outline the strategic actions in the 2021–2031 Collaborative Action Plan to Prevent and Reduce Poverty in Richmond and their status at the end of 2023.

## Strategic Direction 1: Reduce and Prevent Poverty

No.	Action	Time Frame	Status
1.1	Create a Community Poverty Reduction and Prevention Table to support implementation of the Collaborative Action Plan.	Short-term	Completed, converted to Ongoing
1.2	Pursue funding opportunities to advance poverty reduction and prevention initiatives.	Ongoing	Ongoing
1.3	Develop and implement a poverty lens criteria to support future City social planning processes (e.g. strategy and policy development, community needs assessments).	Medium-term	Initiated
1.4	Expand work experience, mentorship, and upskilling opportunities for residents at risk of or living in poverty.	Long-term	In progress
1.5	Increase educational opportunities to support employment readiness and digital literacy programs for residents at risk of or living in poverty.	Medium-term	Not yet initiated
1.6	Develop social enterprise opportunities in the community to stimulate job creation for populations at risk of or living in poverty.	Long-term	Not yet initiated
1.7	Provide additional staff resources to support the implementation of the Collaborative Action Plan and prevent and reduce poverty in the community.	Short-term	Completed, converted to Ongoing



## Strategic Direction 2: Support Residents at Risk of or Living in Poverty

No.	Action	Time Frame	Status
2.1	Reduce barriers, address gaps and streamline access to City programs and services for residents at risk of or living in poverty.	Ongoing	Initiated
2.2	Continue to monitor and refine the Recreation Fee Subsidy Program to ensure it responds to changing community needs.	Ongoing	Ongoing
2.3	Explore the development of a city-wide community food hub to expand access to healthy food and food skills programs for residents at risk of or living in poverty.	Medium-term	Initiated
2.4	Implement initiatives to increase food security in the community for residents at risk of or living in poverty.	Ongoing	Initiated
2.5	Explore the development of a community resource centre for residents at risk of or living in poverty.	Short-term	Initiated
2.6	Provide accessible community wellness opportunities for residents at risk of or living in poverty (e.g. dental clinics, mental wellness-based programming).	Ongoing	Initiated
2.7	Explore ways to improve community connections and health impacts for residents at risk of or living in poverty.	Medium-term	Not yet initiated
2.8	Reduce transportation-related barriers in the community for residents at risk of or living in poverty.	Medium-term	Initiated
2.9	Develop programs and services that respond to the specific needs of demographics at risk of or living in poverty (e.g. energy poverty reduction programs, financial literacy training for young adults, family-based outreach programming).	Ongoing	Initiated



### Strategic Direction 3: Increase Awareness and Educate

No.	Action	Time Frame	Status
3.1	Advocate to senior levels of government regarding the needs of residents at risk of or living in poverty in Richmond (e.g. health care, transportation).	Ongoing	Ongoing
3.2	Implement targeted outreach that facilitates connections to community programs and services for residents at risk of or living in poverty (e.g. community navigator programs).	Short-term	In progress
3.3	Identify new opportunities to share poverty-related information and best practices among the City, community service organizations and key stakeholders.	Medium-term	Not initiated yet
3.4	Raise awareness and increase understanding of the challenges faced by residents at risk of or living in poverty in the community to support increased inclusion.	Medium-term	Initiated
3.5	Foster dialogue with residents at risk of or living in poverty to ensure they are active participants in the development of initiatives related to reducing and preventing poverty.	Ongoing	Initiated



## Strategic Direction 4: Research, Monitor and Evaluate

No.	Action	Time Frame	Status
<b>4.1</b>	Develop a consistent set of community-based measures to track trends and changing needs of residents at risk of or living in poverty.	Short-term	Completed, converted to Ongoing
<b>4.2</b>	Research and monitor the impacts of COVID-19 on populations at risk of or living in poverty in Richmond.	Short-term	In progress
<b>4.3</b>	Monitor and analyze trends in poverty-related data to understand and respond to emerging and changing community needs.	Ongoing	Ongoing
<b>4.4</b>	Research and evaluate best practices related to poverty reduction and prevention and continue to identify opportunities for Richmond.	Ongoing	Ongoing
<b>4.5</b>	Report out every two years on the progress of the Collaborative Action Plan.	Ongoing	Ongoing





## City of Richmond

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# City of Richmond

## Report to Committee

**To:** Public Works and Transportation Committee  
**From:** Lloyd Bie, P.Eng.  
Director, Transportation  
**Re:** **Second Avenue Traffic Calming**

**Date:** March 18, 2024  
**File:** 10-6450-09-01/2024-  
Vol 01

### Staff Recommendation

1. That Option 2 to implement two speed humps on Second Avenue as described in the staff report titled "Second Avenue Traffic Calming" dated March 18, 2024, from the Director, Transportation, be endorsed;
2. That Option 3 to reduce the posted speed limit on Second Avenue to 30 km/h as described in the staff titled "Second Avenue Traffic Calming" dated March 18, 2024, from the Director, Transportation, be endorsed; and
3. That Traffic Bylaw No. 5870, Amendment Bylaw No. 10543, to revise the posted speed limit of Second Avenue from Steveston Highway to Chatham Street to 30 km/h, be introduced and given first, second and third reading.

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

Att. 2

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



## Staff Report

### Origin

In October 2023, staff received a petition from 25 residents of Second Avenue requesting speed humps and a 30 km/h speed limit to address perceived concerns of speeding motorists. This report provides the outcome of staff's review of the request and engagement with the neighbourhood.

This report supports Council's Strategic Plan 2022-2026 Focus Area #3 A Safe and Prepared Community:

*Community safety and preparedness through effective planning, strategic partnerships and proactive programs.*

*3.2 Leverage strategic partnerships and community-based approaches for comprehensive safety services.*

This report supports Council's Strategic Plan 2022-2026 Focus Area #6 A Vibrant, Resilient and Active Community:

*Vibrant, resilient and active communities supported by a wide variety of opportunities to get involved, build relationships and access resources.*

*6.1 Advance a variety of program, services, and community amenities to support diverse needs and interests and activate the community.*

### Analysis

#### Neighborhood Traffic Calming Program

The City's neighbourhood traffic calming objectives aim to transform local roads into people-first streets by:

- Informing speed interventions with public engagement.
- Redesigning streets to discourage speeding.
- Enhancing the comfort of people walking, biking, or rolling.

The approach to delivering traffic calming on local roads is a community-driven process.

The process includes the following steps:

- Residents request speed management measures on their local street.
- Traffic studies are conducted by staff to measure road safety and operational issues.
- Staff collaborate with residents to develop tailored traffic calming measures based on the speed data results and site conditions to work towards achieving consensus.
- Surveys of affected residents determine the level of support for the proposed traffic calming measures developed during the engagement phase.



Council Policy 7018 (Attachment 1) indicates that the Director of Transportation may implement traffic calming measures, without reference to Council, if the measures have the support of the majority of affected residents and the measures are on a local street or laneway. If any of the conditions are not met Council approval for the implementation of traffic calming measures must be obtained.

### Review of Second Avenue Traffic Calming Request

Staff received a petition from residents of Second Avenue between Steveston Highway and Chatham Street requesting traffic calming measures and a lower speed limit. Second Avenue is a local street located in the neighborhood north of Steveston Village (Figure 1). A total of 43 addresses are located on Second Avenue.

The default speed limit on Second Avenue is 50 km/h. There is a 30 km/h posted speed and one speed hump through the school zone. Second Avenue forms part of the Crabapple Ridge on-street neighbourhood bikeway connecting the Terra Nova neighbourhood to Steveston Village. The road also has a relatively narrow pavement width and no pedestrian facilities.

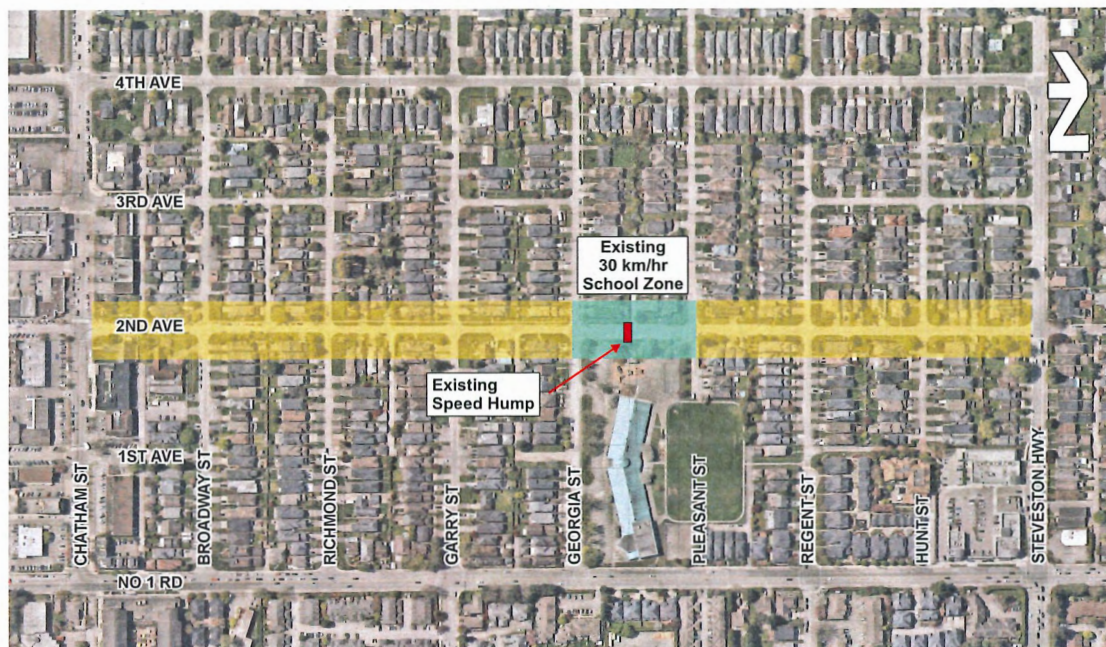


Figure 1: Second Avenue between Steveston Highway and Chatham Street

### *Speed Study and Crash History*

Further to the request by residents for speed management, staff conducted a traffic study to assess the site conditions and quantify any operational and safety related concerns including:

- ***Traffic Speed Study:*** Counts were conducted from October 17 to October 24, 2023 on Second Avenue in the 50 km/h speed zone. The results indicated an average speed of 37 km/h with 85 percent of the traffic travelling at or below 46 km/h.
- ***Collision History:*** The most recent five-year ICBC data (2018-2022) recorded two vehicle incidents. No incidents were speed-related nor did any involve a pedestrian or cyclist.



## Engagement with Residents

### Stakeholder Meeting

Staff held a meeting with residents on December 6, 2023 at the Steveston Community Centre. The results of staff's technical assessment along with potential traffic calming measures were presented for feedback (Table 1).

Table 1: Summary of Stakeholder Meeting

Date	Attendees	Purpose	Feedback/Outcome
December 6, 2023	13	<ul style="list-style-type: none"> <li>Present staff's technical assessment</li> <li>Discuss options for traffic calming measures</li> </ul>	<ul style="list-style-type: none"> <li>Majority of attendees indicated:               <ul style="list-style-type: none"> <li>Interest in lower 30 km/h speed limit to support pedestrians and nearby school</li> </ul> </li> <li>Interest expressed for:               <ul style="list-style-type: none"> <li>Speed humps</li> </ul> </li> </ul>

Stakeholder feedback at the meeting indicated support for both a 30 km/h speed limit and installation of speed humps on Second Avenue between Steveston Highway and Chatham Street.

### Resident Survey

From January 12 to February 5, 2024, residents were surveyed to determine the level of support for the proposed speed humps and 30 km/h posted speed limit options determined through the engagement phase. A total of 43 surveys were mailed to each discrete address; 23 responses were received for a 53 percent response rate.

Figure 2 provides a breakdown of the survey results. The percent support for each option is calculated based on the number of responses for that option divided by the 43 dwelling units. The results indicate there is combined support (96 percent of respondents or 51 percent of total households) for measures to reduce vehicle speeds on Second Avenue. Support by residents for any single proposed option was 78 percent of respondents or 42 percent of total households for either speed humps or a 30 km/h speed limit.

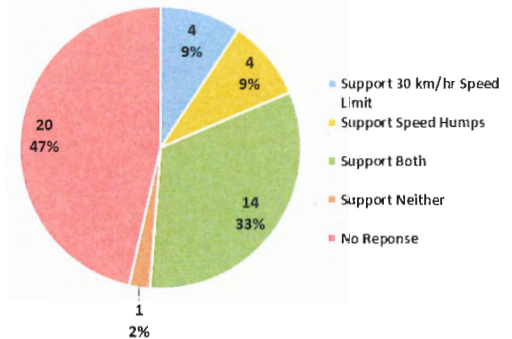


Figure 2: Second Avenue Traffic Calming – Survey Results

## Proposed Traffic Calming Measures

### Option 1: Status Quo

The traffic study and accident data support no operational changes on Second Avenue. As there is a demonstrated desire of a simple majority (51 percent) of households for interventions to reduce vehicle speeds on Second Avenue, staff do not recommend this option.



*Option 2: Speed Humps (Recommended)*

This option proposes installation of two asphalt speed humps on Second Avenue (Attachment 2). The two new speed humps would complement the existing speed hump located within the school zone on Second Avenue. A lower profile speed hump of 7 cm is proposed. These have been successful at addressing vibration and noise emission. This physical measure is effective at achieving speed reduction on streets with lower speed limits.

As the proposed speed humps did not have the majority support by all residents on Second Avenue (78 percent of respondents or 42 percent of total households), Council approval for the implementation of this traffic calming measure is required.

*Option 3: 30 km/h Speed Limit (Recommended)*

This option responds to residents' interest in a lower speed limit by installing regulatory 30 km/h speed limit signage.

Second Avenue is designated as a local on-street bikeway and lacks pedestrian facilities. Slower vehicle speeds reduce the likelihood of a collision with people walking and cycling as well as the severity and fatality risk in the event of a collision. Based on these combined factors and public feedback (78 percent of respondents or 42 percent of total households in favour), staff recommend a 30 km/h posted speed limit on Second Avenue. Establishing an enforceable 30 km/h speed limit requires Council approval to amend Traffic Bylaw No. 5870.

*Next Steps*

Staff recommend construction of two asphalt speed humps and installation of 30 km/h speed limit signs in summer 2024 before the start of the school year in September.

**Financial Impact**

The total estimated capital cost to implement the two speed humps and speed limit signage is \$28,000. Funding is available within the Council-approved 2024 Traffic Calming Program capital project.

**Conclusion**

A petition for speed humps and lowering the speed limit was received from 25 residents of Second Avenue. Results of a resident survey has demonstrated a simple majority (51 percent) of all households in favour of measures to reduce vehicle speeds on Second Avenue.

The option of speed humps and a lower posted speed limit of 30 km/h each received support by 78 percent of respondents or 42 percent of total households. Staff recommend an amendment to Traffic Bylaw No. 5870 to establish a 30 km/h speed limit for this street. Second Avenue is designated as a local on-street bikeway and a 30 km/h speed limit will improve the comfort of people walking and cycling to encourage active travel. The installation of speed humps are also recommended to complement the lower speed limit.



March 18, 2024

- 6 -

Vehicle speeds will be monitored post-installation and ongoing communication with residents will take place during the next year to measure the success of the traffic calming improvements on Second Avenue.

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Sonali Hingorani, P. Eng.  
Manager, Transportation Planning and New Mobility  
(604-276-4049)

SH:ck

Att. 1: Policy Manual 7018  
2: Second Avenue - Proposed Speed Hump Locations





City of  
Richmond

## Policy Manual

Page 1 of 1	Traffic Calming Related Measures – Approval Process for the Implementation of	Policy 7018
	Adopted by Council: October 15, 2002	

### POLICY 7018:

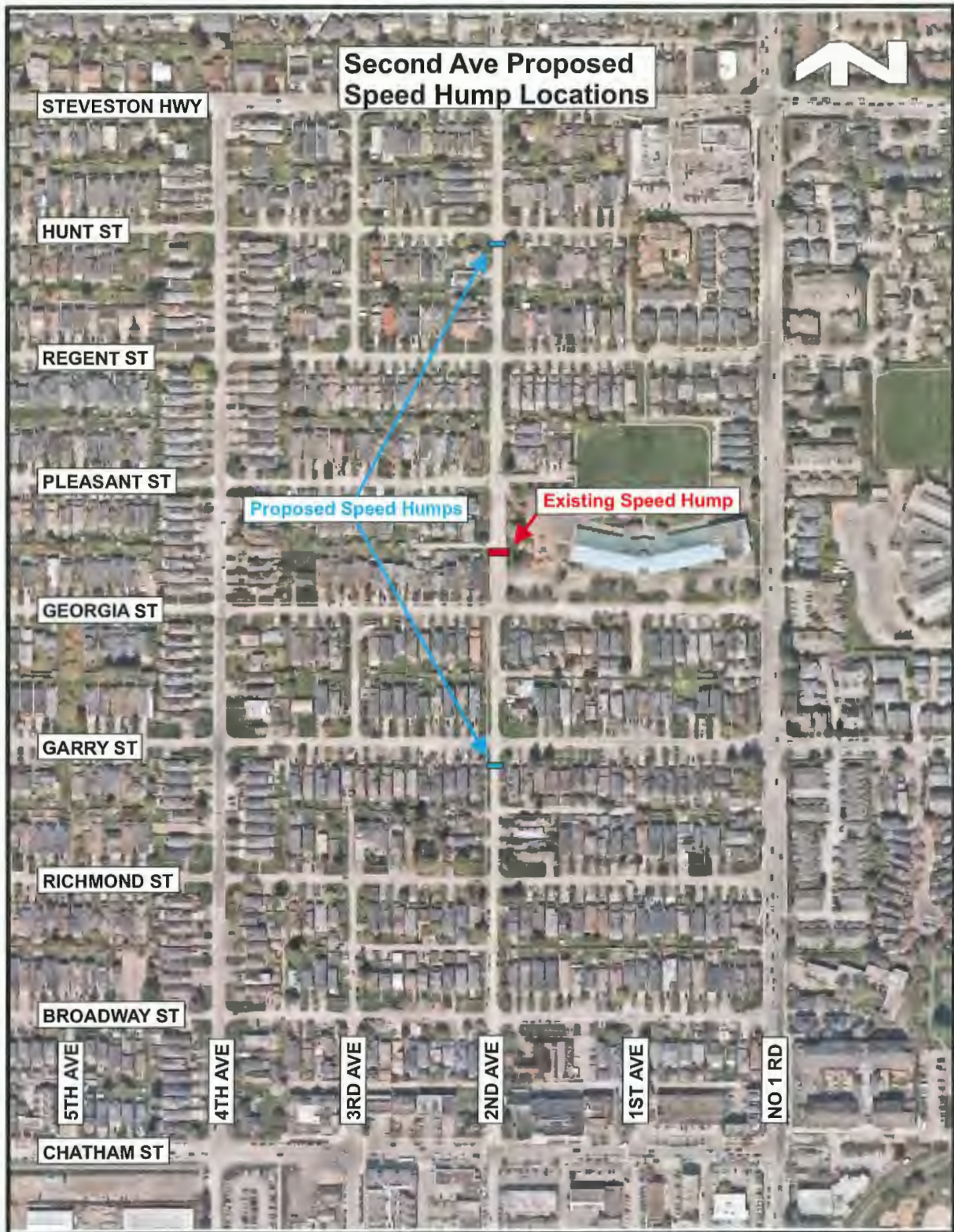
It is Council policy that:

1. The Director, Transportation may implement traffic calming measures, without reference to Council, where the proposed project meets all of the following conditions:
  - a) has the support of the majority of residents affected by the project; and
  - b) will be implemented on a local street or laneway (regardless of whether or not the project involves physical changes to the lane).
2. Where all of the above conditions are not met, or where any of the following conditions apply, Council approval for the implementation of traffic calming measures must be obtained if such project:
  - a) is controversial within the neighborhood affected; or
  - b) requires additional funding beyond the program or project budget for the current year.

5375308



Second Avenue - Proposed Speed Hump Locations







City of  
Richmond

Bylaw 10543

**Traffic Bylaw No. 5870  
Amendment Bylaw No. 10543**

The Council of the City of Richmond enacts as follows:

1. **Traffic Bylaw No. 5870**, as amended, is further amended by adding the following to Schedule B to Traffic Bylaw No. 5870:

“13. Second Avenue from Steveston Highway to Chatham Street.”

This Bylaw is cited as, “**Traffic Bylaw No. 5870, Amendment Bylaw No. 10543.**”

FIRST READING

SECOND READING

THIRD READING

ADOPTED

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER





# City of Richmond

## Report to Committee

**To:** Public Works and Transportation Committee  
**From:** Lloyd Bie, P. Eng.  
Director, Transportation  
**Date:** March 18, 2024  
**File:** 10-6450-15-01/2024-  
Vol 01  
**Re:** Proposed Amendments to Traffic Bylaw No. 5870 for Speed Limit Reductions  
in Hamilton

### Staff Recommendation

That the Traffic Bylaw No. 5870, Amendment Bylaw No. 10554 be given first, second and third readings.

Lloyd Bie P. Eng.  
Director, Transportation  
(604-246-4131)

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



## **Staff Report**

### **Origin**

At the February 26, 2024 Council meeting, the following motion was endorsed by Council.

1. *That speed limits on local roads in Hamilton be reduced from 50 km/h to 30 km/h as described in the staff report titled “Hamilton Area Traffic Calming”, dated January 12, 2024 from the Director, Transportation.*
2. *That staff bring forward amendments to Traffic Bylaw No. 5870 to reflect speed limit reductions for local roads in Hamilton.*

This report responds to this referral.

This report supports Council’s Strategic Plan 2022-2026 Focus Area #1 Proactive in Stakeholder and Civic Engagement:

*Proactive stakeholder and civic engagement to foster understanding and involvement and advance Richmond’s interests.*

This report supports Council’s Strategic Plan 2022-2026 Focus Area #3 A Safe and Prepared Community:

*Community safety and preparedness through effective planning, strategic partnerships and proactive programs.*

### **Analysis**

In May 2023, the Public Works and Transportation Committee directed staff to investigate reducing speed limits in the Hamilton neighbourhood in response to resident concerns regarding speeding. Staff completed speed studies, reviewed crash history data and conducted a public engagement process to receive feedback from the neighbourhood. While speed studies did not indicate speeding issues on local roads, 62 percent of respondents to the public engagement survey supported a speed limit reduction on local roads from 50 km/h to 30 km/h. The majority of respondents (79 percent) did not support speed limit reductions on Westminster Highway and were instead supportive of physical traffic calming measures fronting the Cranberry Children’s Centre where speeding issues were identified.

Through the report titled “Hamilton Area Traffic Calming” dated January 12, 2024 from the Director, Transportation, staff recommended reducing the speed limit on local roads in Hamilton from 50 km/h to 30 km/h, in alignment with the feedback received and consistent with recommendations of Vision Zero and Transport 2050. Council endorsed this recommendation.

The proposed Amendment Bylaw No. 10554 establishes a 30 km/h speed limit to local roads within the Hamilton neighbourhood consistent with this endorsed recommendation. Figure 1 identifies the roads that will be impacted by this change. Westminster Highway is excluded from this amendment and will maintain a speed limit of 50 km/h.



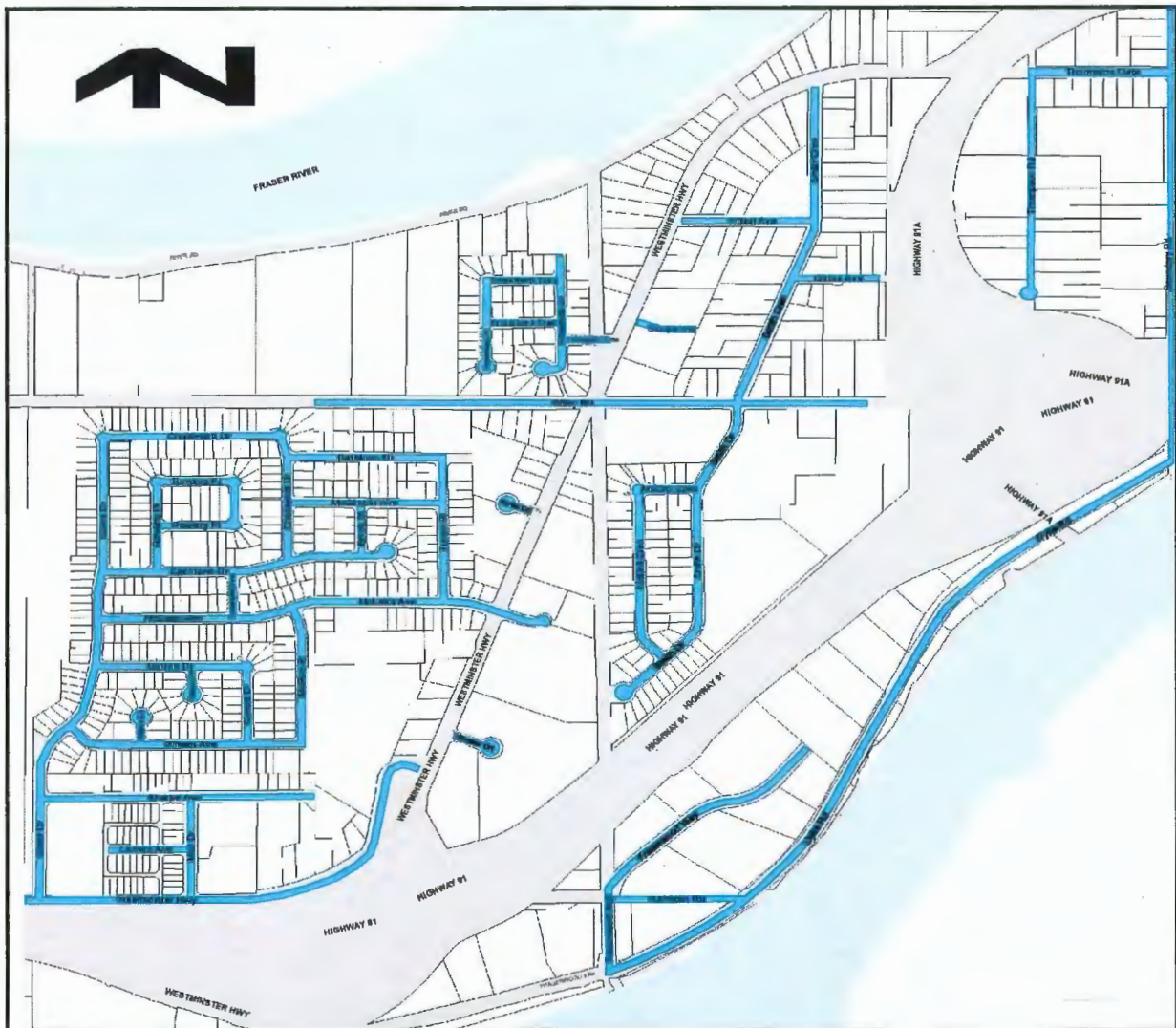


Figure 1 - Local Roads within Hamilton proposed for Speed Limit Reduction

Staff will re-assess traffic speeds and resident feedback within the Hamilton neighbourhood after a six to twelve month period through further speed studies and engagement. Findings of this assessment will be presented to Council for further consideration.

#### Financial Impact

None. Costs associated with signage installation is approximately \$8000 and will be accommodated within the Council approved 2023 Traffic Calming Program.

#### Conclusion

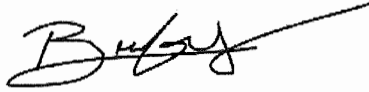
Amendment Bylaw No. 10554 to the Traffic Bylaw establishes 30 km/h speed limits to local roads within the Hamilton neighbourhood.



March 18, 2024

- 4 -

This change reflects majority feedback from residents in the Hamilton neighbourhood and is in alignment with Vision Zero and Transport 2050 in improving road safety.

A handwritten signature in black ink, appearing to read 'Beata Ng', with a long horizontal stroke extending to the right.

Beata Ng, P. Eng.  
Manager, Transportation Development and Design  
(604-247-4627)

BN:ck





**Traffic Bylaw No. 5870  
Amendment Bylaw No. 10554**

The Council of the City of Richmond enacts as follows:

1. **Traffic Bylaw No. 5870**, as amended, is further amended by adding the following to Schedule B to Traffic Bylaw No. 5870:

“14. All roads within the Hamilton area, including:

a. Roads bound by and including Oliver Drive to the west, River Road to the north and Highway 91A to the south and east, excluding River Road, Highway 91A and Westminster Highway.

b. Westminster Highway between Oliver Drive and Westminster Highway approximately 75 m south of Windsor Court.

c. Roads bounded by and including Thompson Road to the west, Thompson Gate to the north, Boundary Road to the east and bound by but excluding Highway 91A to the south.

d. Boundary Road between Tanaka Court and Dyke Road, Dyke Road between Boundary Road and Fraserwood Way, Fraserwood Way north of Dyke Road, and Hamilton Road.”

This Bylaw is cited as “**Traffic Bylaw No. 5870, Amendment Bylaw No. 10554**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

CITY OF RICHMOND
APPROVED for content by originating dept. LB
APPROVED for legality by Solicitor LB

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER





# City of Richmond

## Report to Committee

**To:** Public Works and Transportation Committee

**Date:** March 5, 2024

**From:** Suzanne Bycraft  
Director, Public Works Operations

**File:** 10-6000-01/2023-Vol  
01

**Re:** Clothing and Textile Waste

### Staff Recommendations

1. That Option 3, as outlined in the staff report titled "Clothing and Textile Waste", dated March 5, 2024, be endorsed;
2. That a letter be written to the Honourable George Heyman, Minister of Environment and Climate Change Strategy, to request the establishment of an extended producer responsibility program for post-consumer textile waste in British Columbia; and
3. That one-time funding of \$60,000 from the General Waste and Recycling Provision for the Clothing and Textile Waste expenditures be approved and that the Consolidated 5 Year Financial Plan (2024-2028) be amended accordingly.

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

Att. 2

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



## Staff Report

### Origin

This report responds to the following referral from the June 6, 2022 General Purposes Committee meeting:

*“That staff be directed to conduct research and develop options for a recycling program to divert clothing and other textiles from going to landfills.”*

This report supports Council’s Strategic Plan 2022-2026 Focus Area #5 A Leader in Environmental Sustainability:

*Leadership in environmental sustainability through innovative, sustainable and proactive solutions that mitigate climate change and other environmental impacts.*

*5.1 Continue to demonstrate leadership in proactive climate action and environmental sustainability.*

*5.3 Encourage waste reduction and sustainable choices in the City and community.*

This report presents research concerning the recycling and waste management infrastructure for clothing and waste textiles, and proposes a multifaceted approach incorporating drop-off service, education and advocacy.

### Analysis

#### Textile Waste Overview

Textile waste includes residential and commercial fabrics such as clothing, linens, blankets, stuffed toys, drop cloths, filter fabric and artificial turf. Pre-consumer textile waste includes materials from the processing or manufacturing of textiles such as scrap wastage, damaged or defective materials and excess inventory. Post-consumer waste, which is the focus of this report, includes end-use of products, recalled inventory, returned items and those disposed by the consumer.

In Metro Vancouver, the 2022 Full-Scale Waste Composition Study identified that an estimated 15.7 kilograms per capita of textile waste is disposed of each year, or approximately 6% of the region’s total municipal solid waste. This is equal to approximately 44,000 tonnes being disposed in the region. From this, clothing represents more than 60% of textiles and based on Metro Vancouver data, staff estimate Richmond clothing waste to be approximately 1,800 tonnes per year.

‘Fast fashion’ capitalizes on quick changing trends to fuel the manufacturing of low-quality textiles with quick production times, decreased durability and lower prices. This has contributed to the average consumer now purchasing three times more clothing than they did in the 1980’s, keeping each item for half as long. This quick turnover of unwanted clothing is typically handled through secondary markets driven principally through charitable organizations, thrift stores and bulk collectors. Attachment 1 depicts the typical life cycle of donated clothing and



textiles, which notes that 20-25% is reused through second hand stores, swap meets and consignment. The remaining 75-80% go to sorter-graders. Half of this amount is sold to global reuse markets primarily in Europe, Asia, Central America and Africa; 20% is turned into wiper rags; 20% is made into non-woven products such as building/automotive insulation or emergency blankets; and 10% is disposed.

The export of used clothing and textiles to secondary global reuse markets has received negative media attention and criticism due to the lack of transparency and verifiable data on the end fate of these materials.

The environmental impacts of exporting used textiles to developing countries has prompted some nations to implement import bans and increase tariffs on textiles. Import has created further environmental challenges in these regions including open burning, disposal at sea and land dumping issues. Attachment 2 further summarizes the environmental impacts of textiles production and consumption.

Recycling clothing poses significant challenges due to the complex nature of textile materials. Clothing often comprises a blend of different fibers, making it difficult to separate and process them for recycling. Natural fibers like cotton and wool can be mechanically recycled, but this process shortens the fibers, leading to lower quality yarn and fabric. Synthetic fibers, such as polyester, are more difficult to recycle because they are commonly mixed with other materials, creating a labor-intensive process of separating out the polyester. For this reason, recycled polyester is usually sourced from non-clothing items, such as plastic bottles. The fast fashion trend has also contributed to a decrease in the quality of material being used, further complicating the ability to reuse or recycle the items. These factors, combined with the lack of specialized recycling infrastructure and the manual, time-consuming nature of sorting and disassembling garments, makes clothing recycling a particularly complex and inefficient process.

#### Current Approach and Opportunities for Residents

There are a number of options currently available for residents to donate reusable clothing and textiles in Richmond. These include:

- Donation bins at various locations including various fire halls on City property where residents can drop-off clothing and other household items. The City currently has 12 active donation bins licensed under the *Donation Bin Regulation Bylaw No. 9502*.
- Residents can drop-off clothing in donation bins situated on private property. Bins on private property are not regulated under the *Donation Bin Regulation Bylaw No. 9502*.
- Residents can contact various charities to schedule home pick-up service.
- Residents can deliver reusable clothing and household items to various thrift store locations (e.g. three RAPS locations, Richmond Hospital Auxiliary Thrift Shop, SOS Children's Village Thrift Store Foundation, etc.).



To promote the reuse and reduction of clothing and textile waste, the City undertakes a number of activities and public outreach initiatives annually, which are outlined below:

- **Repair Fairs:** A series of repair events are offered to help residents extend the life of bikes, lawnmowers and clothing by maintaining and repairing them instead of buying brand new. In 2023, the City hosted nine repair events and helped residents repair 232 pieces of clothing.
- **Rethink Waste Think Tank and Community Ideas Hub:** This award-winning campaign raises awareness and encourages the community to think differently about purchases, avoid unnecessary waste and find ways to reuse, repair, repurpose and recycle materials to support a circular economy. Over 330 ideas were generated and ideas specific to reducing, repairing or repurposing textiles are shared on the City's Community Ideas Hub webpage.
- **Education & Outreach:** The City supports Metro Vancouver's Think Thrice About Your Clothes behaviour change campaign by sharing information with residents through social media and at outreach events.
- **Street Banner Program:** This civic beautification initiative engages community members to submit creative and visually appealing designs taken from around Richmond. Banner designs are selected through an annual contest and winning banners are displayed on city streets. Past banners are sold for reuse and some banners are upcycled to reusable shopping bags which can be purchased through the Parks Department.
- **Clothing Drive/Swap Initiatives:** City facilities organize various initiatives to collect used clothing and share previously-loved items back to the community. For example, in 2023, the Youth Clothing Shop event collected approximately 2,000 clothing items and redistributed 641 items to 122 youth.

#### Options for Recycling/Diversion

As noted above, staff estimate there are 1,800 tonnes of clothing disposed of annually, representing 4% of Richmond's residential waste stream that could be recycled or diverted from landfill. This does not include estimates for amounts currently already donated by residents. Options to address this component of the waste stream range from an enhanced focus on waste reduction through education and advocacy, and/or collection options as outlined below.

*Option 1: Status Quo (not recommended):* Under this option, clothing repair events would continue to be offered to encourage reuse, and the City's current practice of supporting Metro Vancouver's Think Thrice campaign through regular media channels and outreach would be continued. This includes encouraging residents to donate used clothing and to reduce their consumption habits through the City's targeted education efforts. This option appropriately focuses on waste reduction and responsible practices, however, does not represent an increased service level for residents.



*Option 2: Collection Program Pilot (not recommended).* Under this option, the City could offer a model similar to the Large Item Pick-Up Program, where residents would have the ability to contact the City's current waste and recycling service provider to arrange for collection of used clothing and textiles from the curb. This cost would be included in the annual residential utility fees, similar to the Large Item Pick-Up Program fee.

A limit of two collections per eligible residential unit (estimated at 43,700 households) could be established under a one year pilot program as part of assessing quantities and overall collection effort required. The annual cost of this option is estimated at \$165,000. The pilot would be evaluated as it evolves to determine demand, quantities, collection effort and cost.

As residents are able to schedule front door pick-up through charitable organizations at no additional cost, offering this service through the City for an annual fee as detailed above is not recommended.

*Option 3: Depot Drop-Off, Enhanced Education, and Advocacy (recommended).* This option includes a multifaceted approach to increase collection opportunities, enhance education and outreach, address internal processes and advocate for a provincially regulated program to manage post-consumer textiles. This option includes:

- 1) Add Textiles at the Recycling Depot:
  - a. Utilize the City's competitive bid process to procure a collector to install dedicated post-consumer textile collection receptacles to collect materials as outlined in Table 1 below.
  - b. Leverage the *Circular Procurement Policy* as part of the evaluation process to encourage bids that prioritize repair and reuse opportunities in the community.

**Table 1: Clothing and Textile Waste Items**

Accepted					Not Accepted
- Active wear	- Beddings	- Backpacks	- Athletic shoes	- Wet and moldy items	
- Bathing suits	- Blankets	- Belts	- Cleats	- Scrap (sewing) cuttings	
- Coats	- Comforters	- Gloves	- Dress shoes	- Used rags	
- Dresses	- Curtains	- Handbags	- High heels	- Uniforms and corporate textile waste	
- Jackets	- Pillows	- Hats	- Loafers	- Suitcases	
- Pants	- Sheets	- Ties	- Slippers		
- Shorts	- Towels	- Toques	- Sneakers		
- Skirts					
- Sweaters					
- T-shirts					
- Undergarments					

- 2) Enhance the Rethink Waste Campaign:
  - a. Increase the emphasis and delivery of outreach-based programs focusing on textile waste awareness and reduction strategies.
  - b. Customize messaging for Richmond residents to foster community behaviour change and support an emerging culture of circularity over waste.



- 3) Update the Richmond Sustainable Event Toolkit and 7 Step Quick Guide:
  - a. Enhance the toolkit and guide to provide tips and resources to reduce single-use textiles at community and City sponsored events.
  - b. Develop a recognition initiative to encourage and promote re-wear of event T-shirts (e.g. stamping the t-shirt with new event year to recognize event staff for their commitment to sustainability).
  - c. Review and assess the use of single-use textile items at City sponsored events to encourage reduction and efficiencies.
- 4) Expand Repair Fair Events:
  - a. Expand events targeted at reuse and repair of clothing/textiles to include sewing machine tune-up stations, educational opportunities, sewing circles and development of a resource guide.
  - b. Partner with educational institutions and professional subject matter experts to encourage innovation and local circular business models in textile repair and reuse.
- 5) Advocate for Extended Producer Responsibility (EPR) Programs:
 

Write a letter to the Minister of Environment and Climate Change strategy urging the provincial government to establish EPR programs for post-consumer textile waste in BC to make industry accountable for collection and recycling infrastructure of textiles.
- 6) Join the Canadian Circular Textiles Consortium (CCTC):
 

That staff join the CCTC to foster collective actions with multi-stakeholder groups across Canada and internationally to accelerate efforts to developing circular textile solutions through piloting innovative projects and sharing key learnings, resources, and research; thereby reducing duplication of government and industry efforts.

This is the recommended approach as it focuses on service enhancement and waste reduction through behaviour change campaigns, as well as alignment with the City's Richmond Circular City Strategy and the Community Energy and Emissions Plan to increase reuse and repair initiatives available to the Richmond community. Initial costs for this option are estimated at \$60,000 inclusive of additional outreach, subscription fees, repair events and development of promotional communications materials. Ongoing annual costs are estimated at \$40,000, and can be considered as part of future budget deliberations. Additionally, staff will continue to look for future opportunities to further encourage and support textile reuse and repair in the community and surrounding educational institutions.

### **Financial Impact**

The initial one-time cost to develop the proposed approach outlined under Option 3 is estimated at \$60,000. This cost includes communications support for developing and implementing additional communications tactics, as well as staffing resources to support the expanded Repair Fair events. If approved by Council, the initial one-time cost can be funded from the General Solid Waste and Recycling Provision and the Consolidated 5 Year Financial Plan (2024 – 2028) amended accordingly. Ongoing annual costs estimated at \$40,000 will be considered in the 2025 budget process.



**Conclusion**

There is currently a lack of sound infrastructure both locally and globally for managing clothing and textile waste at end-of-life. While good opportunities exist to promote reuse through donation practices and Repair Fair events, these do not adequately address overall life cycle issues, including the negative environmental impacts. Further, the rise of 'fast fashion' for clothing and textiles has created a significant rise in the amount of new clothing being produced and disposed annually. Expanding Recycling Depot collection, implementing Richmond focused behavior change initiatives, and collaborating with multi-stakeholder groups to accelerate efforts to develop national circular textile solutions represents a balanced approach to increase textile waste diversion. Additionally, advocating for an extended producer responsibility program would appropriately place accountability on industry to manage their products at end-of-life.



Kristina Nishi  
Manager, Recycling and Waste Recovery  
(604-244-1280)

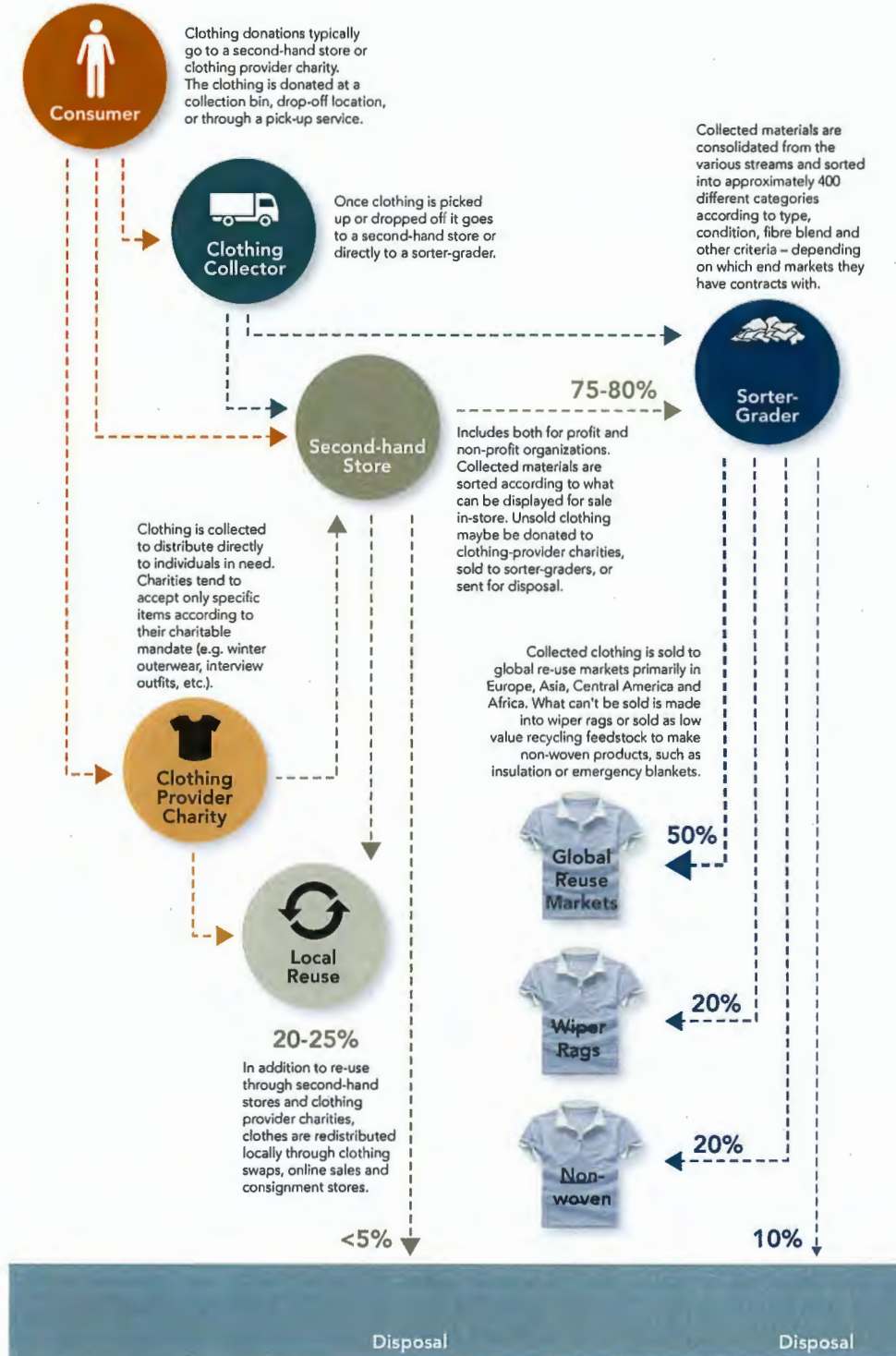
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- Att. 1: Life Cycle of Unwanted Clothing  
2: Textile Waste Research Summary



## Life Cycle of Donated Clothing

Produced by Metro Vancouver





## Textile Waste Research Summary

### Environmental Impacts of Clothing Production and Consumption

Clothing has become one of the fastest growing waste streams due in large part to the rise of ‘fast fashion’. ‘Fast fashion’ capitalizes on quick changing trends to fuel the manufacturing of low-quality textiles with quick production times, decreased durability and even lower prices. The quantity of clothing introduced to the global market has expanded over the last few decades with 150 billion new clothing items produced annually.<sup>1</sup> The Ellen MacArthur Foundation estimates that the average consumer purchases 60% more pieces of clothing than 15 years ago and keeps each item for half as long with some estimated to be disposed of after just seven to ten wears. Additionally, clothing made from natural fibres such as cotton and wool produces methane when disposed in landfills and clothing made with synthetic fibres such as polyester, nylon, or acrylic shed approximately 500,000 kg of plastic microfibres in the ocean annually through machine washing.<sup>2</sup> Microplastics can take up to 450 years to disintegrate, persisting in the environment and food chains.<sup>3</sup>

### National, International and Local Commitments/Actions

The negative environmental impacts of post-consumer textile waste has prompted a range of commitments and actions by governments and private industry across the globe. Policy instruments and initiatives such as extended producer responsibility (EPR) programs, disposal bans, post-consumer content mandates, mandatory sustainable labelling, and behaviour change campaigns and import bans, etc. are being introduced to tackle the issues of post-consumer textile waste from overproduction and overconsumption.<sup>4</sup> While many major brands and organizations are taking steps through collaboration and strategic partnerships to transition toward circularity and sustainability, consumers have a role to play in shifting to circular systems by reducing consumption, extending the life of products and minimizing waste through repair, reuse, repurpose, etc. Responsible post-consumer textile waste management is crucial to divert waste from landfills and support the transition to a circular economy and a multifaceted approach is required to mitigate textile waste problems.

A summary of key policies and initiatives taken by various levels government and industry are highlighted in Table 2 below.

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<sup>1</sup> “Fashion’s Waste Crisis and How to Solve it”, prepared for Eileen Fisher Foundation by Pentatonic

<sup>2</sup> Ellen MacArthur Foundation, *A new textiles economy: Redesigning fashion’s future*, (2017, <http://www.ellenmacarthurfoundation.org/publications>).

<sup>3</sup> Ellen MacArthur Foundation, *A new textiles economy: Redesigning fashion’s future*, (2017, <http://www.ellenmacarthurfoundation.org/publications>).

<sup>4</sup> “Characterizing Reuse, Recycling and Disposal of Textiles in Canada” by Cheminfo, prepared for Environment and Climate Change Canada



**Table 2: Summary of Key Policies and Initiatives**

Date	Description
<b>Government of Canada</b>	
2023	<ul style="list-style-type: none"><li>- Provided financial support to Fashion Takes Action to launch the Canadian Circular Textile Consortium.</li><li>- Commissioned the Canadian Textile Industry Association to investigate textile recycling and sustainability programs in other countries and how to apply successes and lessons learned into a Canadian Context – report expected by March 31, 2024.</li><li>- Engaged with the National Association for Charitable Textile Recycling (NACTR) to investigate how digital tax receipting system could be used by the apparel sector and study the successes of reuse programs run by neighbourhood associations with the intent of scaling up and expanding these programs throughout Canada – report expected by March 31, 2024.</li><li>- Ocean Diagnostics, with collaboration from the Raincoast Conservation Foundation, is developing a holistic report on microfiber pollution in Canada, in order to develop up-to-date knowledge and recommendations for the Environment and Climate Change Canada (ECCC) on microfiber pollution mitigation actions – report expected by March 31, 2024.</li></ul>
July 2022	<ul style="list-style-type: none"><li>- In the consultation paper titled “A Proposed Federal Plastics Registry for Producers of Plastic Products”, textiles were included as a product category that would be subject to reporting requirements with an estimated effective commencement date of June 1, 2026.</li><li>- Recycling and management of textile waste is not included in this initiative at this time.</li></ul> <ul style="list-style-type: none"><li>- Commissioned the following research:<ul style="list-style-type: none"><li>o “A Feasibility Study of Textile Recycling in Canada” by Fashion Takes Action.</li><li>o “Characterizing Reuse, Recycling and Disposal of Textiles in Canada” by Cheminfo Services Inc.</li><li>o “Economic Study of the Canadian Plastic Industry, Markets and Waste”.</li><li>o “Canada-wide action plan for extended producer responsibility” – Canadian Council of Ministers of the Environment (CCME).</li></ul></li></ul>
March 2022	<ul style="list-style-type: none"><li>- Introduced Canada’s 2030 Emissions Reduction Plan, which provides a roadmap for the Canadian economy to achieve 40-45% emissions reduction below 2005 levels by 2030.</li><li>- Robust textile waste management presents an opportunity to reduce Canada’s GHG emissions as textiles made from natural fibres (e.g. cotton or wool), along with food waste and yard and garden trimmings, produce methane when disposed in landfills, representing approximately 3.7% of Canada’s total GHG production, and about 27% of Canada’s total methane generation.</li></ul>



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**Provincial Government of BC**

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- |                |   |   |
|----------------|---|---|
| September 2021 | - | Announced the Extended Producer Responsibility (EPR) Program Five-Year Action Plan that outlines priority actions that are important and immediate for BC to take to advance as a leader in EPR and waste prevention. The plan expands the categories of products managed under EPR, but textiles and carpet were not identified. |
|----------------|---|---|
- 

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**Metro Vancouver**

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- |      |   |  |
|------|---|--|
| 2017 | - | Launched the Think Thrice About Your Clothes behaviour change campaign to reduce textile waste and encourage residents to reduce consumption, buy for quality versus quantity, provide tips/tactics to repair/care for clothing, reuse and swap clothing, etc. |
| 2016 | - | Conducted research on the best way to address textile waste in the region.   |
- 

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**Municipal Actions**

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- |            |   |   |
|------------|---|---|
| April 2017 | - | City of Markham, ON implemented a municipal disposal ban for textile waste from the garbage.                              |
| April 2017 | - | North Bay, ON implemented a municipal disposal ban for textile waste from the garbage.                                    |
| May 2016   | - | Colchester County, NS implemented curbside collection of textiles, including clothing, linens, shoes and stuffed animals. |
|            | - | Textiles can be placed in blue Recycling Bags along with paper and cardboard.   |
| April 2016 | - | Colchester County, NS implemented a municipal disposal ban for textile waste from the garbage.                            |
- 

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**Others**

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- |            |   |  |
|------------|---|--|
| May 2023   | - | Sweden's Government Office published a memorandum containing a proposal to amend the Waste Ordinance, SFS 2020:614, to require circular handling of textiles and textile waste.  |
|            | - | The proposal suggests that anyone who generates textile waste (waste from textile apparel, bags, accessories, home textiles and interior textiles) should be required to sort and store it separately from other waste.  |
|            | - | Municipalities will be responsible for designing and providing a separate textile collection system and providing information on the best ways to reuse textiles.  |
|            | - | If enacted, the proposed amendment becomes effective on January 1, 2025.   |
| April 2023 | - | Netherlands approved the Decree on extended producer responsibility for textiles and sets the target for textile reuse and recycling from 50% in 2025 to 75% in 2030.  |
|            | - | Effective on July 1, 2023.   |
| 2023       | - | California State Senator drafted Senate Bill (SB) 707, the Responsible Textile Recovery Act, to establish an Extended Producer Responsibility program for textiles under the regulatory authority of the California Department of Resources Recycling and Recovery (CalRecycle). |
-



July 2022	<ul style="list-style-type: none"> <li>- Bulgarian Council of Ministers published a Draft Regulation on Management of Footwear and Textile Waste. The draft Regulation aims to increase the amount of recycled household waste and reduce the amount of landfilled household waste by implementing the EU's Directive (EU) 2018/850 and Directive (EU) 2018/851.</li> </ul>
April 2022	<ul style="list-style-type: none"> <li>- China published its objectives for textile sector: a recycling rate of 25% by 2025, 30% by 2030, and a target to increase its production of recycled textiles by two metric tonnes in 2025.</li> <li>- The government also indicates in the plan that it intends to promote recycling, apply eco-design standards, and establish labels to improve sorting and encourage social responsible management systems.</li> </ul>
March 2022	<ul style="list-style-type: none"> <li>- European Commission published a strategy for sustainable and circular textiles as part of the European Green Deal to define its approach to life cycle, eco-design and EPR.</li> <li>- The 2030 target of the European Green Deal is to increase the lifespan of textile products, the recycling rate and to reinforce standards on toxic substances.</li> </ul>
February 2019	<ul style="list-style-type: none"> <li>- BC Return-It partnered with Salvation Army to accept old or unused clothing and textiles for reuse or recycling from BC residents at 55 locations.</li> <li>- Items accepted included accessories and bags, all types of clothing, curtains, general household textiles (towels, blankets, sheets, etc.), shoes and boots, and sleeping bags.</li> <li>- Program was suspended in June, 2022 because they could no longer afford to run the program after its partner, The Salvation Army, ended the relationship because it had "sufficient supplies of used textiles from other sources."</li> </ul>
December 2018	<ul style="list-style-type: none"> <li>- UN Fashion Industry Charter for Climate Action contains the vision to achieve net-zero emissions by 2050 with the mission "to drive the fashion industry to net-zero Greenhouse Gas emissions no later than 2050 in line with keeping global warming below 1.5°C."</li> </ul>
2016	<ul style="list-style-type: none"> <li>- Product Stewardship Institute, a policy advocate and consulting non-profit group, formed a Textiles Coalition Workgroup and established the first standards for collection of used textiles in New York State, called Re-Clothe NY.</li> </ul>
January 2008	<ul style="list-style-type: none"> <li>- France implemented extended producer responsibility.</li> <li>- France's textile collection rates increased from 15% in 2007 to 39% in 2020. Nearly 58% of the clothing, linens and footwear collected are reused and less than 1% is sent to the landfill. Noting the increase of 'fast fashion' and the reduction in overall quality, France's EPR program has observed a reduction in the percentage of reusable textile waste by 6% since 2014.</li> </ul>





# City of Richmond

## Report to Committee

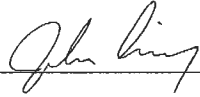


**To:** Public Works & Transportation Committee  
**From:** Suzanne Bycraft  
Director, Public Works Operations  
**Date:** March 11, 2024  
**File:** 10-6370-01/2024-Vol  
01  
**Re:** **Recycling and Solid Waste Management – Report 2023: Back to Basics**

### Staff Recommendations

1. That the report titled, “Recycling and Solid Waste Management – Report 2023: Back to Basics”, dated March 11, 2024, from the Director, Public Works Operations, be endorsed.
2. That the “Recycling and Solid Waste Management – Report 2023: Back to Basics” be made available to the community on the City’s website and through various communication tools including social media channels and as part of community outreach initiatives.

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

Att. 1

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
SENIOR STAFF REPORT REVIEW	INITIALS: 
APPROVED BY CAO 	



## Staff Report

### Origin

This report presents the City's annual progress in recycling and sustainable waste management practices, highlights results achieved in 2023 and provides insights into upcoming key planned initiatives as outlined in the attached "Recycling and Solid Waste Management – Report 2023: Back to Basics".

This report supports Council's Strategic Plan 2022-2026 Focus Area #5 A Leader in Environmental Sustainability:

*Leadership in environmental sustainability through innovative, sustainable and proactive solutions that mitigate climate change and other environmental impacts.*

*5.1 Continue to demonstrate leadership in proactive climate action and environmental sustainability.*

*5.3 Encourage waste reduction and sustainable choices in the City and community.*

### Analysis

With Council's leadership and commitment to achieving circularity through the Richmond Circular City Strategy and the Community Energy and Emissions Plan, the City continues to provide a comprehensive range of reduction, recycling and waste management services to help achieve this vision. The City also implements robust communication and community outreach initiatives to raise awareness about the services available, how to recycle correctly and encourage behaviour change.

"Recycling and Solid Waste Management – Report 2023: Back to Basics" ("Report") presents the City's annual progress update for 2023 (Attachment 1). The Report also includes detailed program information, insights into upcoming initiatives and a comprehensive tips and resources section.

### 2023 Highlights

In 2023, the City focused on getting back to basics for sustainable waste management by emphasizing reduce, reuse, repair and recycle. As part of this initiative, the City introduced the Back to Recycling School behavioural change campaign to educate the community on how to recycle glass and hazardous materials correctly. Over the past year, the City remained focused on supporting a circular economy by piloting new innovative ideas, encouraging community members to rethink their waste, and make it easier for residents to get household items repaired for free by hosting Repair Fairs.

Residents in single-family homes continue to recycle close to 80% of their household waste by leveraging a number of recycling and waste reduction opportunities. The Blue Box and Blue Cart programs recycled 7,070 tonnes of packaging, containers and paper, while the Green Cart program diverted 21,031 tonnes of food scraps and yard trimmings from the landfill to be composted into nutrient-rich soil. In 2023, 271,381 vehicle visits occurred at the Recycling



Depot, equating to an average of 744 visits per day. During their visits, customers dropped-off more than 7,962 tonnes of recyclable materials. Richmond residents also leveraged the Large Item Pick Up program to have 16,699 items collected curbside to divert 558 tonnes from the landfill.

Through community outreach and customer service, staff supported 15,465 customer service calls and delivered 60 outreach activities on various topics through a mix of in-person and virtual engagements. A total of 3,040 students took part in supporting recycling and waste management events and training activities throughout the City. This included 144 Green Ambassadors accumulating 1,606 volunteer hours.

The Richmond Recycling App and Recycling Wizard tool continue to provide enhanced service for residents, with 22,273 active collection day reminders and 60,474 annual Recycling Wizard searches. The Recycling Wizard serves as an excellent point of reference for residents to search how to recycle specific items. Moreover, in City public spaces garbage and recycling bins were inspected 13,478 times per month and serviced 19,554 times per month, for a combined 397,630 bin visits per year to help keep our community clean.

### Report 2023 Overview

The Report contains four sections – the first two sections provide an overview of the past year, including highlights for 2023, details and statistics on the City’s waste management and recycling services, and key planned initiatives for 2024. The Report’s next two sections provide details on the many programs and services the City offers, and a comprehensive tips and resources guide that provides more information on where to recycle, dispose or donate various household items.

The following is a summary overview of each section:

#### *Section 1: Annual Outlook provides an overview of the achievements in 2023 including:*

- Completed phase 2 of the Commercial Recycling Services Review and received approval to develop a Business Education and Advisory Program.
- Won two national IABC Silver Leaf Awards for merit for the “Rethink Waste: Think Tank & Ideas Hub” and “Richmond’s Single-Use Plastic Ban” community engagement.
- Completed an innovative Pilot Paving Project using asphalt that contains recycled plastic at the Richmond Recycling Depot, making Richmond the first city in Canada to use this product.
- Completed a two month audit at the Recycling Depot to measure commercial volumes for glass, flexible plastic and Styrofoam.
- Secured a funding agreement with Metro Vancouver to recover partial costs for Richmond Repair Fair events, including funding for three events completed in 2023.
- Launched the Recycling Champion Program and registered 84 Champions in multi-family buildings, who were provided with tools and support to increase recycling in their buildings.
- Developed and implemented two Back to Recycling School campaigns focused on glass bottles and jars, and hazardous materials recycling.



- Installed and operationalized an innovative trash skimming device at Steveston Harbour and completed a waste audit with Ocean Wise to identify items captured in the unit.
- Updated the Commercial and Multi-Family Developments Waste Management Design Guidelines to simplify collection truck requirements and provide a refreshed look.

*Section 2: Tracking Our Progress* provides statistics and data on the broad range of programs and services the City offers residents to responsibly manage their household waste.

*Section 3: Programs and Services* describes the City's comprehensive recycling and waste reduction programs, tips on how to recycle correctly with each service, and highlights how recycling and reducing waste can support the City's overarching goal of circularity. Information on the City's robust litter collection, public spaces recycling, event recycling, and community and school engagement programs are also detailed.

*Section 4: Tips and Resources* highlights community resources and partnerships that support sustainable waste management, and provides a recycling and disposal directory for details on where to recycle banned, hazardous and other materials.

### Moving Forward

The City will continue to support the transition to a circular economy by exploring new technologies and implementing new initiatives to increase Richmond's waste diversion rate. Key focus areas in 2024 will include:

- Evaluate opportunities to formalize and expand the Green Ambassador program, including engagement with the school district or other agencies.
- Implement a Bike Reuse program and continue to explore other reuse and sharing opportunities to advance circularity.
- Evaluate opportunities to educate, reduce textile waste and increase recycling options for residents.
- Conduct a detailed review of current in-house recycling at City facilities and refresh the WeRecycle program.
- Continue engagement with participants in the Grease Collection Pilot to increase program uptake.
- Explore camera technologies to reduce illegal dumping in public spaces.
- Develop and implement the Richmond Business Recycling Resource Program to work with businesses to help increase their recycling efforts.
- Continue engagement efforts to encourage residents to recycle correctly, rethink waste and shift to a circular economy where materials we use stay in circulation.

### Proposed Communication

Subject to Council's direction, the annual "Recycling and Solid Waste Management – Report 2023: Back to Basics" will be made available on the City's website and through various communication tools including social media channels as part of community outreach initiatives.

### **Financial Impact**

None.



## **Conclusion**

The City is providing residents with an annual progress report through the “Recycling and Solid Waste Management – Report 2023: Back to Basics”. This Report demonstrates Council’s leadership and commitment to sustainable and circular waste management initiatives, as well as responsive services, responsible government and accessible information and communication.



Kristina Nishi

Manager, Recycling and Waste Recovery  
(604-244-1280)

KN:lh

Att. 1: Recycling and Solid Waste Management – Report 2023: Back to Basics



**City of Richmond Recycling  
and Solid Waste Management**

# REPORT 2023

**BACK TO BASICS**





Environmental Programs is responsible for residential garbage and recycling services, including collection, drop-off services at the Richmond Recycling Depot, public spaces recycling and litter collection services.

With Council's leadership and commitment to strategic planning and policy, we strive to help create more sustainable waste management through our programs and services to support a circular economy. We believe that it is our responsibility to support our community and preserve our planet for future generations.

Through outreach and engagement, working with our residents and local businesses, and partnering with local agencies, we also strive to meet and exceed all regional waste diversion goals by continuously expanding our programs and service offerings.

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# Going Back to Basics

As Richmond continues to focus on its transition to a circular economy, the City is emphasizing the three Rs – Reduce, Reuse and Recycle.

These fundamentals for sustainable waste management involve recycling correctly and applying multiple methods to reduce and reuse, including rethinking buying decisions and repurposing and repairing items. This supports a circular economy, as the materials we buy are being used, reused, repurposed and recycled multiple times into new products to reduce reliance on raw materials and help conserve natural resources.

Other key strategies in the City's *Community Energy and Emissions Plan 2050* and *Richmond Circular City Strategy* include maximizing the value of resources and reducing carbon emissions as well as encouraging responsible consumption and minimizing waste. These actions are part of the global effort to be more sustainable and reduce environmental impacts.

Towards this goal, the City provides multiple programs and services to support recycling, and is implementing measures to reduce waste overall, including its ban on single-use plastic, and it's outreach and education programs that promote ideas to rethink, repurpose, reuse and repair items.

Working together with the community, Richmond aims to be a fully circular city by 2050.





**LET'S  
REDUCE  
REUSE  
RECYCLE**



# 1.0

## Annual Outlook

In 2023, the City of Richmond focused on getting back to basics for sustainable waste management by delivering programs, services and new initiatives to help the community reduce, reuse and recycle.

These sustainable waste management practices are integral to supporting a circular economy, where materials are used, reused, repurposed and recycled multiple times into new products to reduce reliance on raw materials and help conserve natural resources.

Several initiatives over the past year focused on increasing and improving recycling in the community. Richmond residents with curbside collection continue to recycle close to 80% of their household waste – an impressive accomplishment that helps to divert waste from the landfill as well as supporting a more sustainable approach to waste management. As well, Richmond received the Leader in Sustainability Award from Call2Recycle to recognize the City for its exceptional environmental commitment and outstanding battery collection results at the Recycling Depot.

However, while recycling is critical, it's increasingly important to recycle correctly to ensure recyclables will be accepted by processing facilities and to avoid fines and other penalties that may apply when recycling is contaminated.

To help improve the quality of recycling, the City launched its Back to Recycling School campaign to highlight how to recycle glass and hazardous materials correctly. These items were selected as they continue to top the list of materials most frequently recycled incorrectly. This educational campaign also linked to a series of animated educational videos featuring Richmond Green Ambassadors demonstrating the proper steps to recycle these materials.

*Continued >*



## Over the past year, Richmond remained focused on supporting a circular economy by encouraging community members to rethink waste.

The City is working with community members to help increase and improve recycling in multi-family complexes through its Recycling Champion program. Recycling Champions are individual residents who share the City's goals for supporting a circular economy through recycling and are interested in helping others in their building recycle correctly and consistently. Data from audits and other reports note that multi-family complexes with centralized collection areas consistently have higher levels of contamination. Examples include items being recycled in the wrong bin, hazardous items found in bins and recyclable materials found in the garbage. The City provides the Recycling Champions with training and resource materials, and the Recycling Champions take the lead in their building to help their neighbours.

Richmond is supporting increased residential recycling through its Multi-Family Grease Collection Pilot program, which was launched in 2022 and continues to provide a convenient option to recycle used cooking oil and grease. The City is collecting data on usage in the pilot project and will focus on increasing participation levels in the upcoming year as part of continued refinements to the program. Residents can drop off used cooking oil and grease at the Richmond Recycling Depot.

While residential recycling is well established in Richmond, commercial recycling levels are significantly lower. In response, the City initiated a comprehensive Commercial Recycling Services Review, which was completed in 2023 and resulted in a final report being presented to Council in October. The primary recommendation involved concluding the Commercial Garbage and Recycling Collection Pilot Program and shifting to focus on providing hands-on support for businesses. This was based on feedback received from businesses, industry and other interested and affected organizations who shared that the most appropriate approach for the City to support commercial recycling is to educate and raise awareness about existing options on the market for commercial garbage and recycling services. In response, Council directed staff to implement a Richmond Business Recycling Resource Program as a pilot project in 2024, including the development of a Business Education Resources Toolkit.

In addition to recycling, the City is implementing new programs to support reducing waste. Over the past year, Richmond remained focused on supporting a circular economy by encouraging community members to rethink their waste. This included promoting the Rethink Waste Community Ideas Hub, which highlights ideas to reduce food waste, holiday waste and single-use items, and tips to repurpose materials into new products and community-based options that promote reuse by sharing and donating household items. These initiatives and related communication campaigns stemmed in large part from Richmond's Single-Use Plastic Ban campaign and its Rethink Waste Think Tank and Community Ideas Hub community engagement, which both received national Silver Leaf awards of merit from the International Association of Business Communicators.

Building on the ideas shared and the benefits of repairing items to extend their usability, Richmond is making it easier for residents to get household items repaired for free by hosting a series of highly popular Repair Fairs. The City works with volunteers who repair clothing and other textiles, as well as other household items such as bikes and lawnmowers. In addition, the City's hosted free workshops, worked with the Green Ambassadors to promote recycling and sustainable waste management in schools and in the community, provided tours of the Recycling Depot and provided event recycling support.

As a part of the 2024 utility budget, Council approved a Bike Reuse pilot project to support reuse and divert bikes from being recycled at the Richmond Recycling Depot. Based on staff assessment, 10 to 15 bikes are dropped off each week on average for recycling. Staff have identified an opportunity to work with a partner organization to divert suitable bikes from recycling so they can be repaired and redistributed in the community. The new pilot project is scheduled for implementation in 2024.

**With the continued success of the City's broad range of programs to support increased recycling and leverage opportunities to reduce waste, Richmond is on track to transition to a circular economy with sustainable waste management practices.**





## LET'S RETHINK WASTE

Changing our habits to think differently about purchases, avoiding unnecessary waste and finding ways to reuse and recycle products contributes directly to positive outcomes like reducing reliance on raw materials.

Ultimately, it's about shifting to a circular economy, where the materials we use stay in circulation to be used, reused or repaired, and recycled multiple times into new products.

### TOP TIPS TO REDUCE WASTE:

- Avoid single-use items – choose reusable instead
- Choose products with minimal packaging
- Buy, sell, trade or donate household items
- Choose products with recycled content
- Repair products when possible
- Rethink – take a moment to assess:
  - Do I need this item?
  - Will it create unnecessary waste?
  - How can it be reused or recycled?

Together we can change habits and make better choices that support a circular economy.





# 1.1

## 2023 Top Accomplishments

This report showcases some of the key achievements in 2023 and looks back on the City’s top accomplishments over the past 30-plus years.

### RECYCLING MILESTONES





### 1 COMPLETED THE COMMERCIAL RECYCLING SERVICES REVIEW

Received approval to develop a Richmond Business Recycling Resource Program.

### 2 WON TWO NATIONAL IABC SILVER LEAF AWARDS

Recognized by International Association of Business Communicators with awards of merit for the “Rethink Waste: Think Tank & Ideas Hub” and “Richmond’s Single-Use Plastic Ban” community engagement.

### 3 COMPLETED PILOT PAVING PROJECT

Used asphalt that contains recycled plastic at the Richmond Recycling Depot – the first city in Canada to use this product.

### 4 COMPLETED RECYCLING DEPOT AUDIT

Monitored quantities of glass, flexible plastic and polystyrene (Styrofoam™) to determine commercial usage at the Recycling Depot.

### 5 SECURED A FUNDING AGREEMENT WITH METRO VANCOUVER

Funding will cover partial costs for Richmond Repair Fair events, including funding for three events completed in 2023.

### 6 LAUNCHED THE RECYCLING CHAMPION PROGRAM

Registered 84 Champions in multi-family buildings, who were provided with tools and support to encourage recycling in their buildings.

### 7 LAUNCHED BACK TO RECYCLING SCHOOL CAMPAIGN

Developed and implemented two Back to Recycling School campaigns focused on glass bottles and jars and hazardous materials recycling.

### 8 INSTALLED TRASH-SKIMMING DEVICE

Installed and operationalized a trash skimming device at Steveston Harbour and completed a waste audit with Ocean Wise to identify items captured in the unit.

### 9 UPDATED THE COMMERCIAL MULTI-FAMILY DEVELOPMENT WASTE MANAGEMENT DESIGN GUIDELINES

Simplified collection truck requirements and refreshed look.

Introduced *Single-Use Plastic and Other Items Bylaw No. 10000*

Expanded Large Item Pick Up Program

Expanded hours and items accepted at Richmond Recycling Depot

**2019**

Adopted *Single-Use Plastic and Other Items Bylaw No. 10000*

Extended Recycling Depot operations to 7 days a week and expanded items accepted

**2021**

Earned national awards for the Rethink Waste and Single-Use Plastic Ban engagement campaigns

**2023**

**2016**

Launched biweekly Garbage Cart program

**2020**

Renovated Recycling Depot and expanded items accepted

**2022**

Implemented *Single-Use Plastic and Other Items Bylaw No. 10000*

Expanded items accepted at Recycling Depot



# 1.2

## Setting Goals

Richmond's long-term goal is to support a circular economy through sustainable waste management, and the annual goals listed here are designed to help achieve this target.

### 1 EXPAND GREEN AMBASSADOR PROGRAM

Evaluate opportunities to formalize and expand the Green Ambassador program.

### 2 PROMOTE REUSE AND SHARING

Implement a Bike Reuse program and continue to explore other reuse and sharing opportunities.

### 3 ADDRESS TEXTILE WASTE

Evaluate opportunities to educate, reduce textile waste and increase recycling options for residents.

### 4 REVIEW IN-HOUSE RECYCLING

Conduct a detailed review of current in-house recycling at City facilities and refresh the WeRecycle program.

### 5 INCREASE GREASE COLLECTION

Continue engagement with participants in the Grease Collection Pilot to increase program uptake.

### 6 REDUCE ILLEGAL DUMPING

Explore camera technologies to reduce illegal dumping in public spaces.

### 7 INCREASE BUSINESS RECYCLING

Develop and implement the Richmond Business Recycling Resource Program to work with businesses to help increase their recycling efforts.

### 8 CONTINUE COMMUNITY ENGAGEMENT

Continue engagement efforts to encourage residents to recycle correctly, rethink waste and shift to a circular economy where materials we use stay in circulation.





# 1.3

## Richmond Repair Fairs: Fix it. Don't toss it.

A commitment to reducing waste is not only good for the environment, it can also be good for your wallet.

By choosing to repair damaged goods, rather than simply throwing them out, you can divert unnecessary waste from the landfill and save money by avoiding new purchases in a time of rapidly rising costs. This is particularly important for items like textiles, which have become one of the fastest growing waste streams. The Ellen MacArthur Foundation estimates that the average consumer purchases 60% more pieces of clothing than 15 years ago and keeps each item for half as long. In Richmond, it is estimated that 1,800 tonnes of clothing waste are being sent to the landfill each year.

In response, the City of Richmond is encouraging residents to repair items as part of the classic eco-friendly trio of reduce, reuse and recycle.

The City hosted nine Repair Fairs last year, working with a team of volunteer experts to fix a variety of items, including 232 clothing items, 30 bikes and three lawnmowers. These items are now enjoying a new life instead of being recycled or tossed in the garbage and added to the landfill.

The success of these events is due in large part to the partnership approach involving community members who volunteer their time to share their skills repairing items. As an added bonus, these events are now being partly funded by a contribution from Metro Vancouver.

The Textile Arts Guild of Richmond (TAGOR) proved a perfect fit for the Repair Fairs partnership. TAGOR, a registered non-profit formed in 1975, “is dedicated to advancing and encouraging all facets of artistic and practical textile arts, including creative mending and repurposing.” Many of its members participated in the Repair Fairs, hand-stitching or using portable sewing machines from the Richmond Arts Centre, says TAGOR president Vickie McLeod, who has been with the guild for more than 30 years.



She says with a refreshed focus on sustainable practices, TAGOR members were eager to use their skills to help the City and thrilled to see both what residents brought to the events and how they reacted after.

Among the 232 pieces of clothing repaired were many ripped seams, torn pants and holey pockets as well as other signs of general wear and tear, McLeod says.

“It’s very much like improv sewing,” she says. “You’ve got to have a lot of tools with you but, fortunately, we’re getting to know what to expect. We can do quite an effective mend on almost any kind of fabric.”

For instance, one woman brought in her husband’s pure wool sweater that had a large hole in the elbow. McLeod used needle felting techniques — taking wool roving (wool that hasn’t been spun into yarn), blending colours to match, then locking the new fibres to the sweater with a barbed needle punch — to make it almost as good as new, and undoubtedly saving the owner the cost of replacement.

“It’s amazing what you can do by hand, with just a needle and thread and some of those simple tools from the past,” she says, noting TAGOR volunteers explain repairs as they do them.

“If it’s possible to make a repair, we explain how we do it so they realize it can be done with mostly all garments that need to be fixed instead of putting them in the garbage,” says Elena Sambuev, a sewist who has worked in fashion production for more than 45 years and signed up to volunteer at the Repair Fairs after hearing about them from a customer.

She noted that one of her greatest challenges was repairing an antique cloth child’s doll, requiring intricate hand stitching to make the seams invisible.

McLeod has seen beloved items, too, repairing a child’s blanket that was to be passed down to the fourth generation of a family.

Regardless of the fabric, the item or its value to the owner, the goal is the same for both McLeod and Sambuev: reducing the amount of waste.

“We have to do something,” Sambuev says. “We cannot just live today and not think about tomorrow.”

Adds McLeod: “Even taking one thing out of the landfill, I know it’s not a lot, but we have to start the process and start people thinking about it.”



# GETTING BACK TO BASICS



# 2.0

## Tracking Our Progress

As part of tracking its progress, the City of Richmond collects data across a broad spectrum of programs, services and activities. This data shows how residents have improved their recycling and waste diversion over the years, and how new programs are contributing to a circular economy.

The mix of data reported reflects the amount of recycling handled through residential collection programs, the usage and types of materials dropped off at the Richmond Recycling Depot and a breakdown of the different types of recyclable materials that are being diverted from the landfill through multiple recycling programs.

As well, the City has a number of outreach initiatives that are aimed at increasing awareness and understanding about how to recycle correctly and consistently, and how to reduce waste overall.





# 2.1

## Diversion Statistics

Richmond residents in single-family homes diverted 79.3% of their waste from the landfill in 2023.

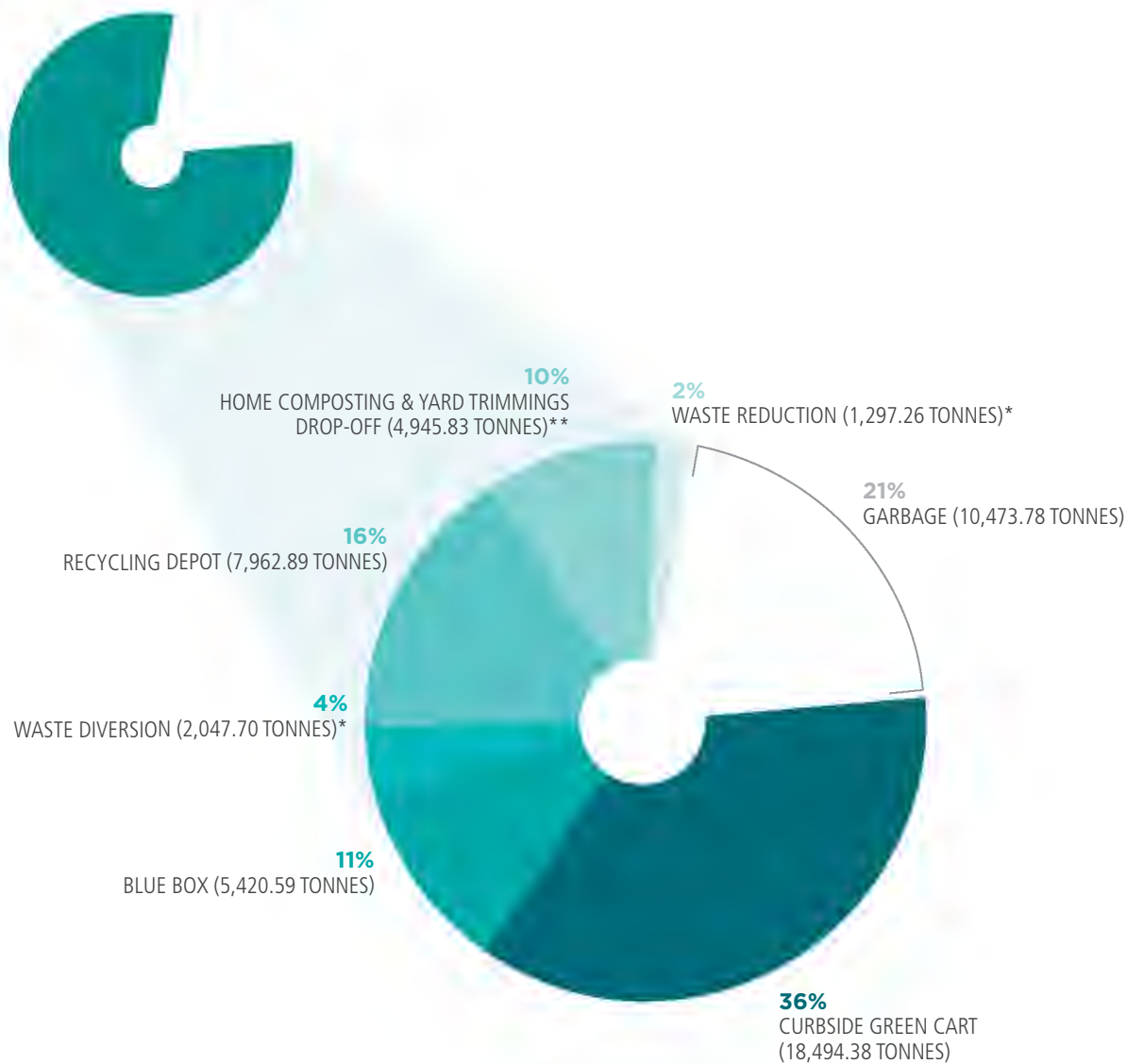
**79.3%**  
WASTE DIVERSION  
ACHIEVED!



## SINGLE-FAMILY RECYCLING IN 2023

Residents took advantage of a variety of programs to divert **79.3% of their waste** from the landfill in 2023.

Residents were able to achieve this waste diversion through a number of recycling and waste reduction opportunities, including curbside and Richmond Recycling Depot collection as well as composting programs.



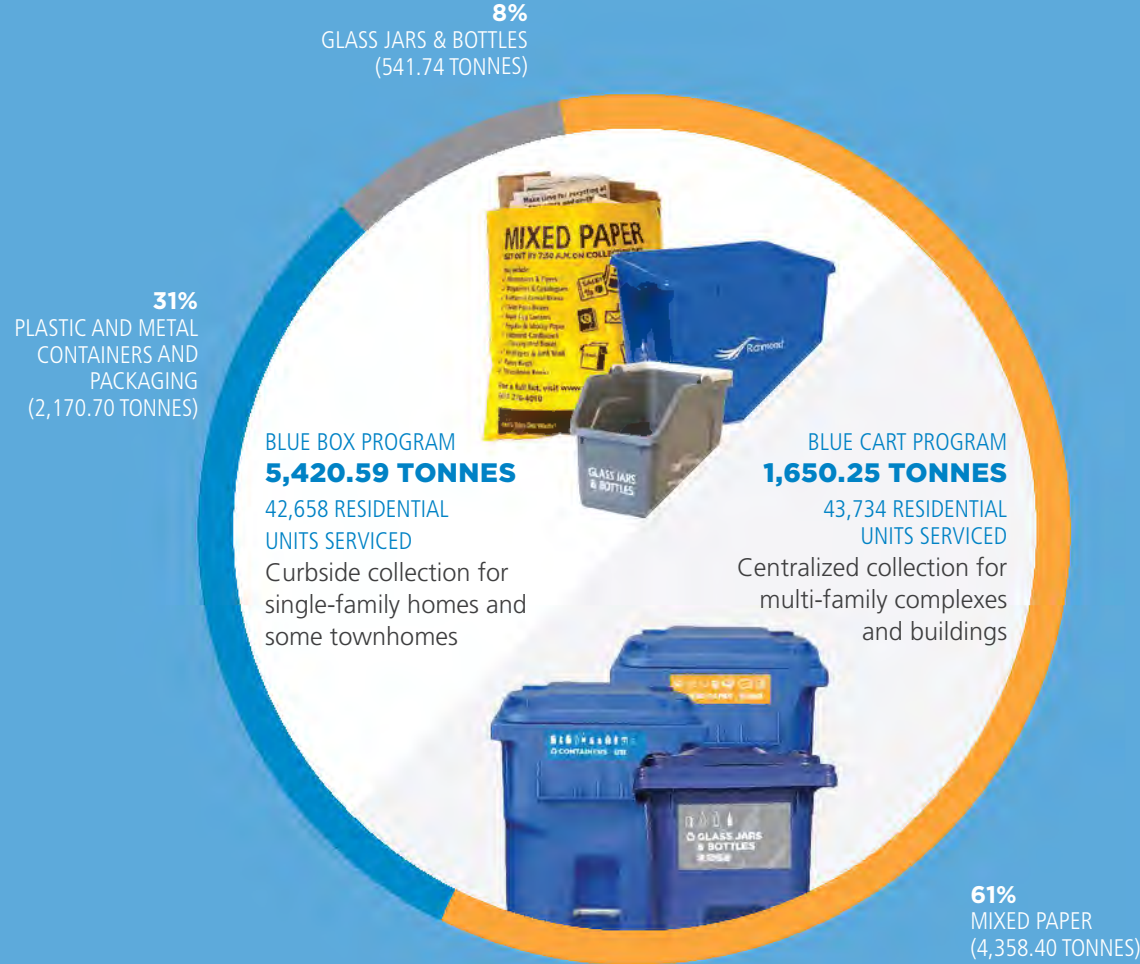
\* Estimated

\*\* Includes estimates for home composting, tree chipping and leaf drop-off programs.



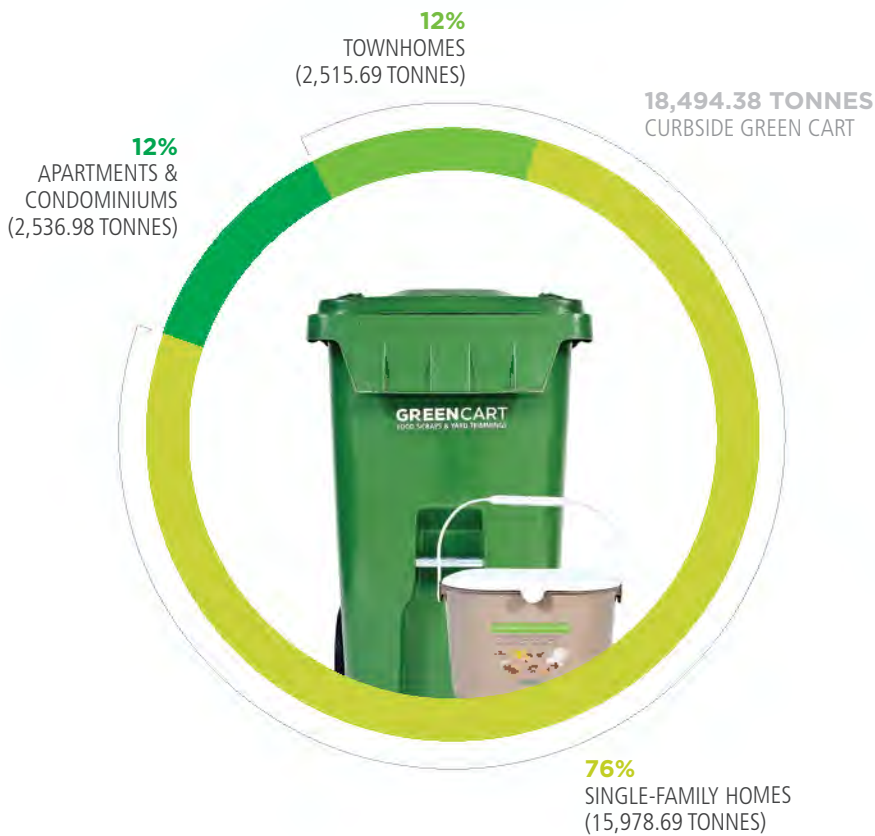
# BLUE BOX AND BLUE CART PROGRAMS RECYCLING MIX IN 2023

Through the Blue Box and Blue Cart programs, residents recycled a total of **7,070.84 tonnes** of recyclable materials.





## RESIDENTIAL GREEN CART RECYCLING IN 2023



Residents diverted **21,031.36 tonnes** of food scraps and yard trimmings from landfill in 2023 to be composted into new resources.

Richmond's Green Cart program is for residents in single-family homes, townhomes, apartments and condominiums.

**75,376** residential units received weekly collection in 2023.

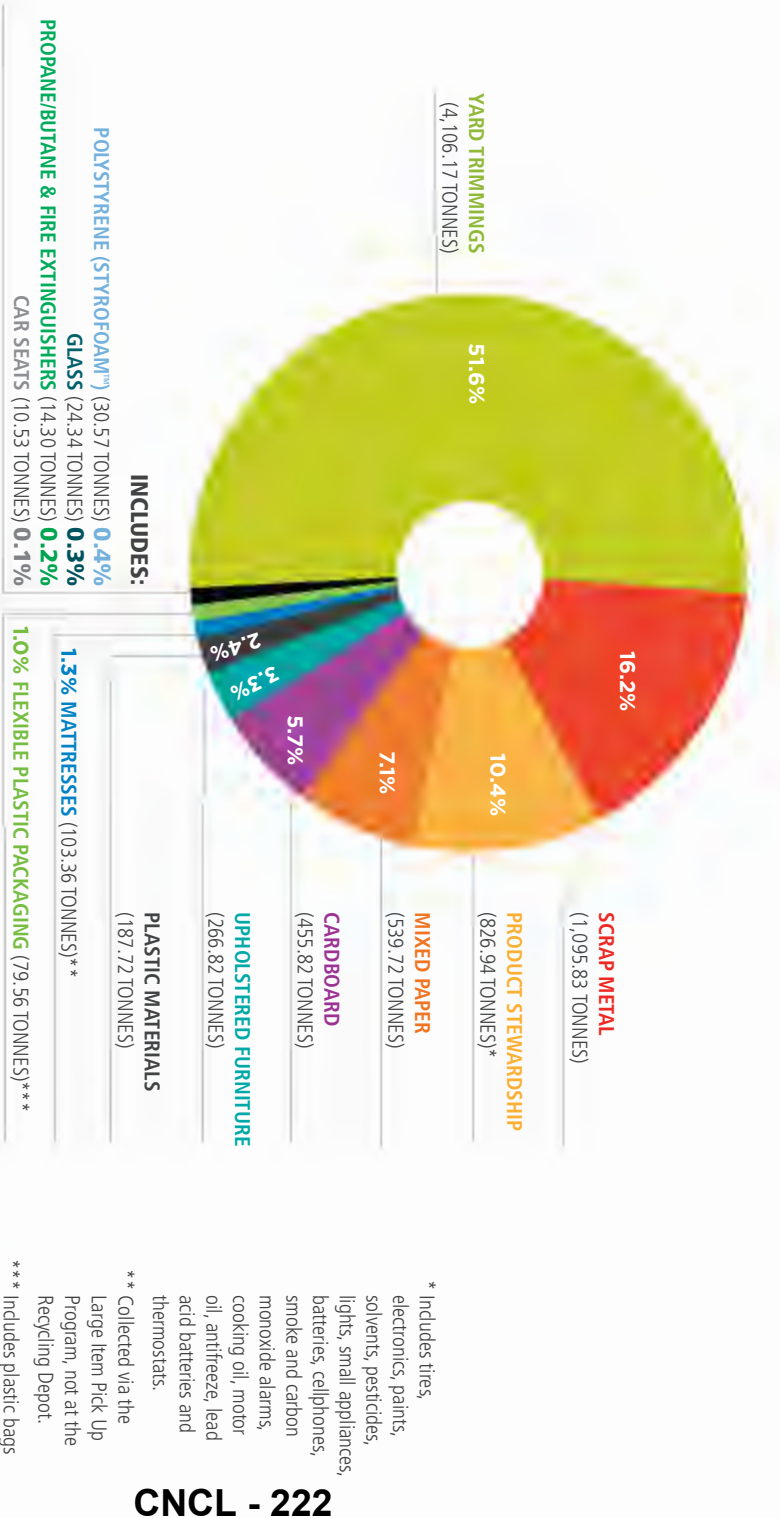
In 2023, **8,055.49 tonnes** of yard trimmings were collected at the Richmond Recycling Depot and through the Ecowaste residential and commercial drop-off service.





# MATERIALS COLLECTED AT THE RICHMOND RECYCLING DEPOT

In 2023, **7,962.89 tonnes** of recyclable materials were collected at the Recycling Depot.



CNCL - 222

# MONTHLY VEHICLE VISITS TO THE RICHMOND RECYCLING DEPOT

JANUARY	21,250
FEBRUARY	17,383
MARCH	22,617
APRIL	21,256
MAY	25,681
JUNE	24,936
JULY	25,320
AUGUST	24,429
SEPTEMBER	22,718
OCTOBER	22,545
NOVEMBER	21,717
DECEMBER	21,529



In 2023, there were **271,381** vehicle visits to the Richmond Recycling Depot, an average of **744** visits per day.



## RECYCLE MORE AT THE RICHMOND RECYCLING DEPOT

Open seven days a week, the Recycling Depot provides a convenient one-stop recycling service. The City continues to increase the list of accepted items, and total tonnage of recycled materials increases each year.



### PAINT

256,176  
EQUIVALENT  
LITRES



### AEROSOLS

8,800 EQUIVALENT  
LITRES



### SOLVENTS & PESTICIDES

18,208 EQUIVALENT  
LITRES



### CFLS

822 BOXES



### FLUORESCENT TUBES

4' – 613 BOXES  
8' – 75 BOXES



### COOKING OIL

13.48 TONNES



### SMALL APPLIANCES

188.88 TONNES



### BATTERIES & CELLPHONES

38.13 TONNES



### LEAD ACID BATTERIES

24.48 TONNES



### ELECTRONICS

300.43 TONNES



### SMOKE & CO ALARMS

0.52 TONNES



### MOTOR OIL & ANTIFREEZE

63.06 TONNES



### TIRES

44.65 TONNES



### THERMOSTATS

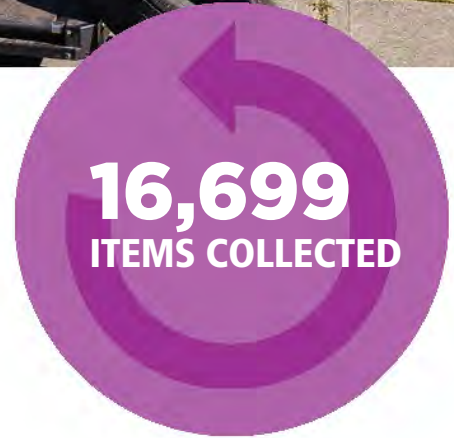
0.07 TONNES





## LARGE ITEM PICK UP IN 2023

**43,666 residential units** received the service through their curbside programs.



**13,885**  
REQUESTS  
FOR SERVICE

**720**  
TONNES  
COLLECTED

**558**  
TONNES  
RECYCLED



**4,041**  
MATTRESSES &  
BOXSPRINGS



**390**  
WASHERS & DRYERS



**240**  
TELEVISIONS



**581**  
FRIDGES & FREEZERS



**325**  
BARBECUES



**221**  
DISHWASHERS



**3,013**  
UPHOLSTERED URNITURE



**290**  
STOVES &  
MICROWAVES



**2,105**  
OTHER RECYCLABLE  
ITEMS

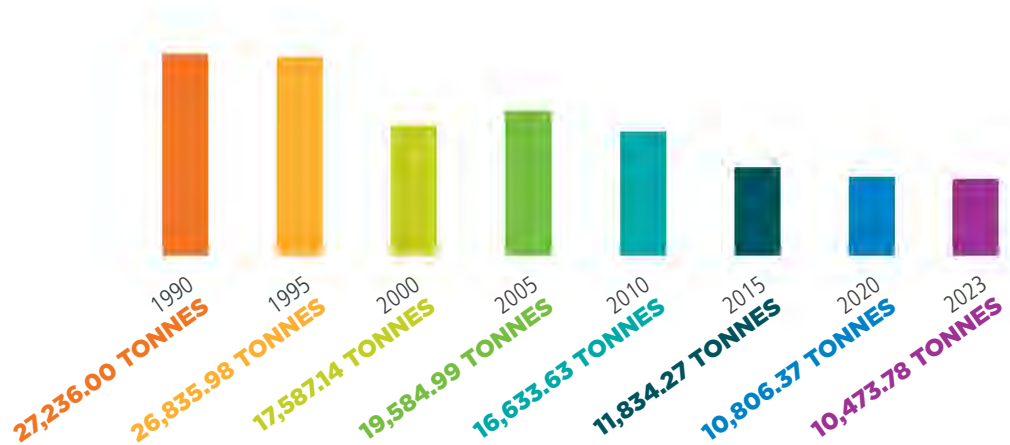
**5,493**  
NON-RECYCLABLE  
HOUSEHOLD ITEMS  
COLLECTED FOR SAFE  
HANDLING AND DISPOSAL



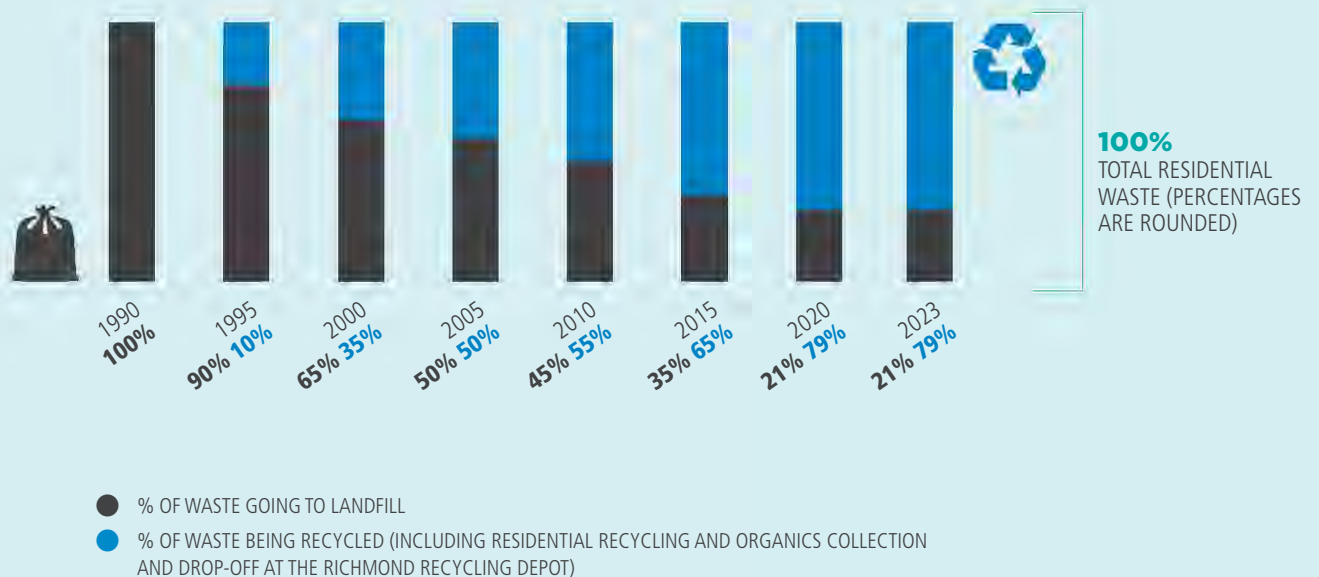
## FROM GARBAGE DISPOSAL TO DIVERSION

**34,918** residential units received Garbage Cart service in 2023.

### SINGLE-FAMILY HOMES GARBAGE COLLECTION OVER 20-PLUS YEARS:



### SINGLE-FAMILY HOMES DIVERSION OVER TIME:







# 2.2

## Outreach and Customer Service

Statistics in this section are related to our successful outreach and customer service programs, which are designed to turn education and information into action.

### CUSTOMER SERVICE AND OUTREACH

Richmond's Environmental Programs staff share information, tips and resources by phone as well as through outreach events and on the website.



**15,465**

**CUSTOMER SERVICE  
CALLS SUPPORTED**



**3,169  
ATTENDEES**

**3,169 attendees** for  
**60 outreach activities**  
on various topics.

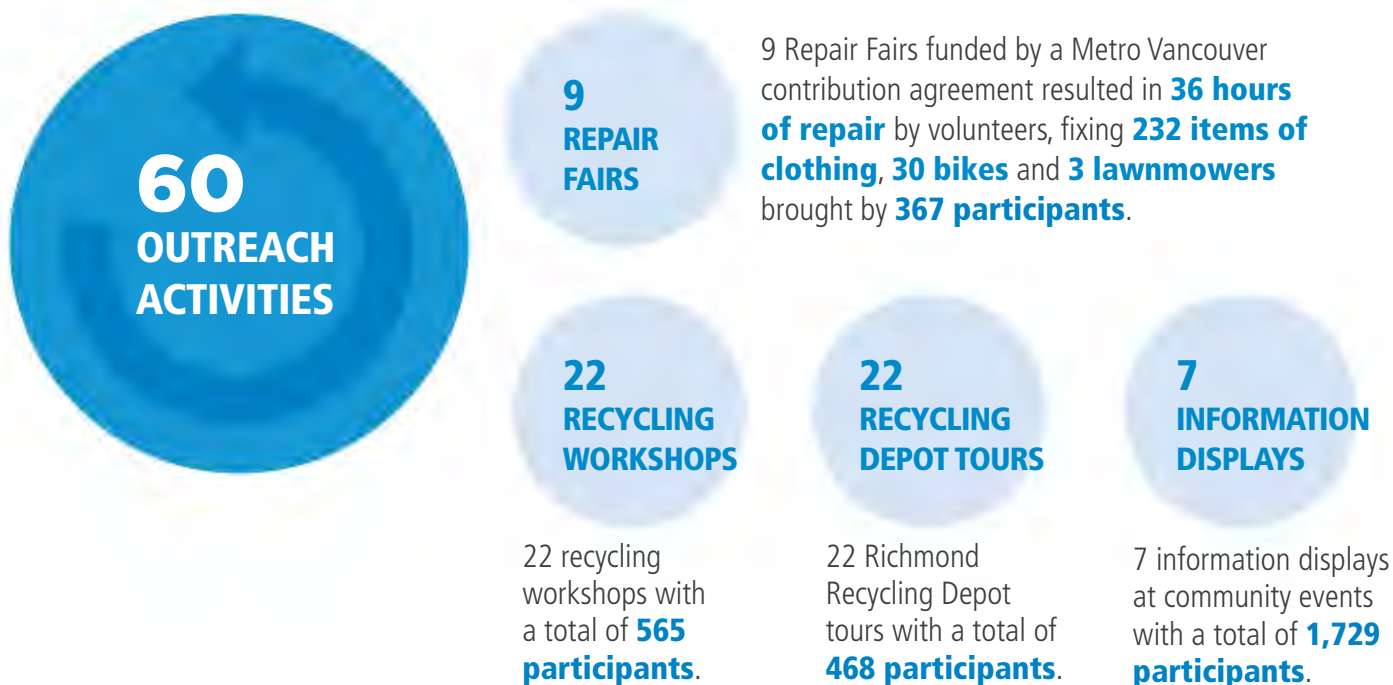


**1,606  
HOURS**

**1,606 participant  
hours** of youth  
volunteering and training.

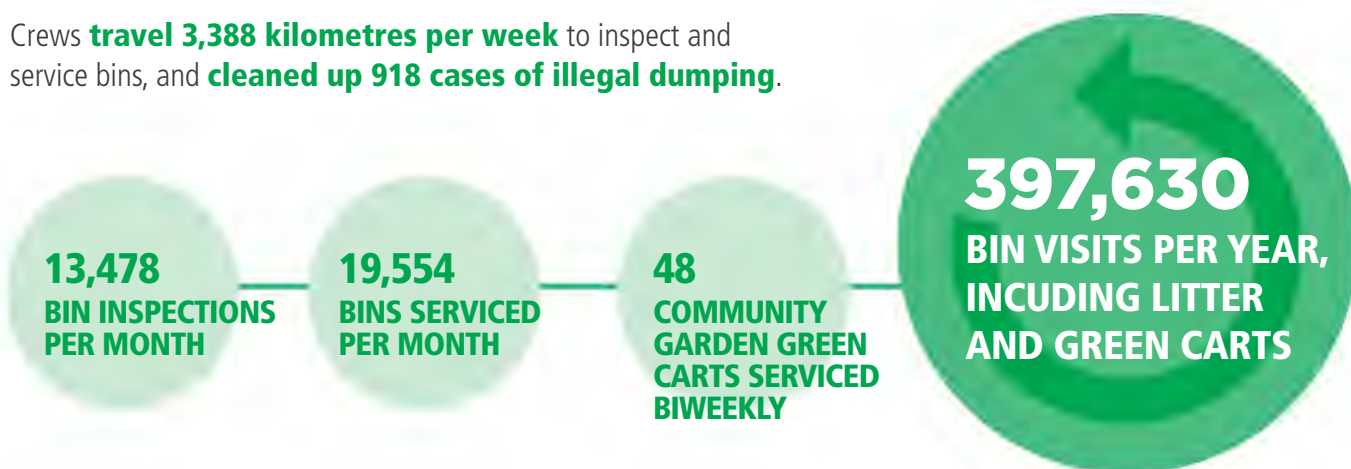


## COMMUNITY OUTREACH



## GARBAGE, LITTER AND COMMUNITY GARDEN COLLECTION

Crews **travel 3,388 kilometres per week** to inspect and service bins, and **cleaned up 918 cases of illegal dumping**.



## COMPOST BINS, GARBAGE TAGS AND VOUCHERS





## STUDENT OUTREACH

In 2023, **3,040 students** participated in recycling and waste management events and training activities.



### GREEN AMBASSADOR (GA) YOUTH PROGRAM

#### 12 special events

were supported by GAs, for a total of 1,062 hours.

**1,062 HOURS**

#### 4 GA team-led meetings and planning sessions

were held, for a total of 62 hours.

**62 HOURS**

**144 GREEN AMBASSADORS**  
WITH **1,606 HOURS OF VOLUNTEERING & TRAINING**

**482 HOURS**

**10 GA sessions for training and networking** were held, for a total of 482 training hours.

### STUDENT OUTREACH

**10 ZERO HEROES SHOWS**

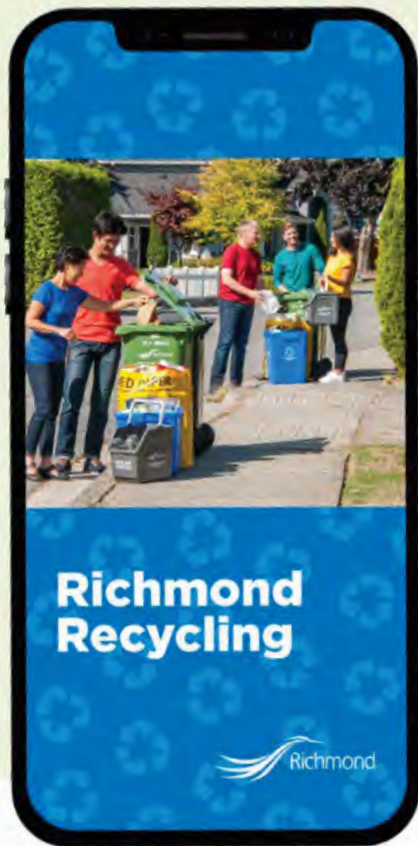
**10 Zero Heroes school shows** were presented to 2,536 Kindergarten to Grade 7 students and 127 teachers.

**360 STUDENTS**

**360 students participated in a Recycling Fair** to learn how to recycle correctly and reduce waste.



## ONLINE SEARCH AND TIPS TOOLS



The Richmond Recycling app has been installed **13,724 times** to date, and used a total of **96,476 times**.

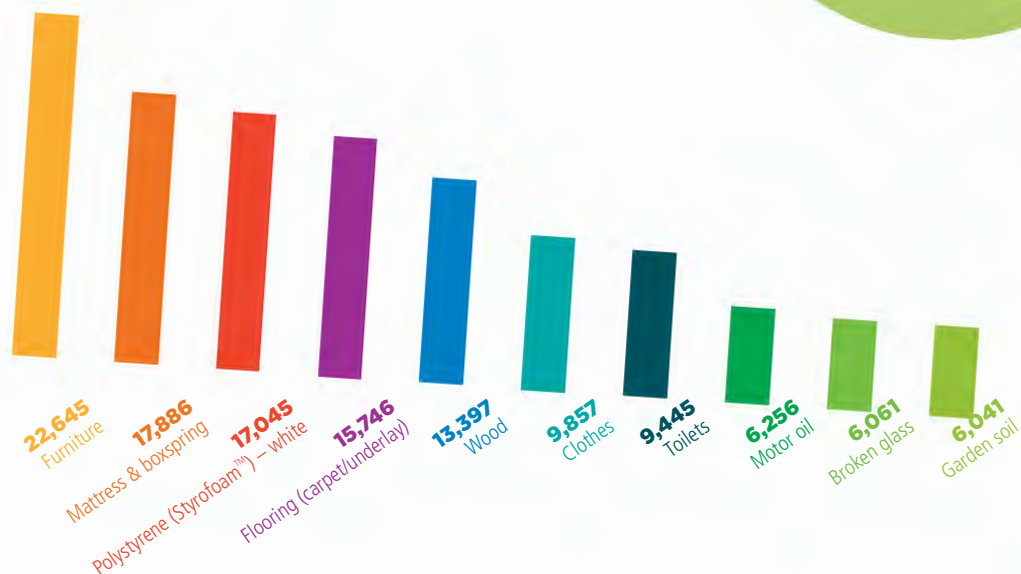
**22,273**  
REMINDERS

**17,439**  
PDF CALENDAR  
DOWNLOADS

**8,772**  
RECYCLING  
GAMES PLAYED

**60,474**  
ANNUAL RECYCLING  
WIZARD SEARCHES

### TOP MATERIALS SEARCHED ON THE RECYCLING WIZARD – ALL TIME





## AWARD-WINNING COMMUNITY ENGAGEMENT

Richmond earned **two national awards** in 2023 for its engagement campaigns.



Richmond Mayor Malcolm Brodie (left) and Director, Public Works Operations Suzanne Bycraft with IABC Silver Leaf Awards.

The City of Richmond received two national Silver Leaf Awards of Merit from the International Association of Business Communicators (IABC) for its communication and community engagement to increase awareness and compliance with the Single-Use Plastic Ban, and for its Rethink Waste Think Tank engagement campaign to generate ideas for reducing waste.

Silver Leaf is Canada's premiere professional awards program celebrating excellence in business communication. Winning a Silver Leaf places the City of Richmond in a league with some of the best communicators in the field from across the country.

### RETHINK WASTE THINK TANK & COMMUNITY IDEAS HUB

Richmond implemented a multi-year communication and engagement campaign to support the City's goals to reduce waste and support a circular economy. Residents were encouraged to share their waste reduction ideas as part of a "Think Tank" and viable ideas were used to create a Community Ideas Hub. The campaign far exceeded expectations, generating more than 300 ideas with practical tips and resources to support sustainable waste management.

### SINGLE-USE PLASTIC BAN

Richmond implemented a multi-year communication and engagement campaign as part of introducing a new bylaw banning single-use plastic items to support businesses in the transition, increase awareness about the new bylaw and promote reusable options in the community, with a goal to reduce unnecessary waste and pollution. The successful campaign resulted in an informed and engaged business community, broad awareness about the new ban and the benefits of choosing reusable options, and a high compliance rate when the bylaw was implemented. This has resulted in reduced use of single-use plastic items and reduced waste going to the landfill.





## COMMUNITY IDEAS HUB

Part of Richmond's Rethink Waste campaign, the Community Ideas Hub features tips, resources and other suggestions shared by community members to help change habits and think differently about purchases, avoid unnecessary waste and find ways to reuse and recycle products to support a circular economy and reduce reliance on raw materials.

The Communities Ideas Hub features ideas to:



To view the Community Ideas Hub for tips on how to reduce waste, visit [richmond.ca/rethink](https://richmond.ca/rethink).

## HOW CAN RESIDENTS HELP SUPPORT A CIRCULAR ECONOMY?

**1. Stop:** Rethink what you're putting in the garbage. Can it be recycled, donated, repurposed or reused?

**2. Reduce:** Reduce waste by choosing reusable options, repairing items and avoiding single-use products such as bottles, film wrap, plastic bags and polystyrene (Styrofoam™) plates and containers.

**4. Recycle:** Keep food scraps and food-soiled paper out of the garbage, and recycle other materials through City collection services, the Richmond Recycling Depot and take-back programs.

**3. Reuse:** Donate or sell used items in good condition so they can be reused.







**LET'S  
RECYCLE  
CORRECTLY**



# 3.0

## Programs and Services

Richmond residents in single-family homes divert most of their waste, and recycling is increasing in townhomes and other multi-family complexes.

To support residents and their commitment to recycling, Richmond continues to expand services to help residents reduce their garbage and create incentives to promote increased recycling. Green Cart and Blue Box/Blue Cart recycling remain core services to help residents recycle. Residents can also use the Large Item Pick Up program or bring a growing list of recyclable items to the Richmond Recycling Depot and other drop-off facilities.

Richmond works with residents, industry partners, product stewardship groups and businesses to achieve its goal to support a circular economy by implementing sustainable waste management. Through partnerships and community engagement, Richmond's commitment to continuous improvement results in enhanced services to benefit residents.

Through its contract with Recycle BC, the City generates revenue to offset recycling costs for residents; however, the City must also adhere to requirements related to the quality of recycling. If banned items are found in the garbage or contamination is found in recycling, the City can be charged fines and other penalties. These requirements are based on the City's *Solid Waste and Recycling Regulation Bylaw No. 6803*, contract requirements with Recycle BC and organics processing facilities, and Metro Vancouver disposal bans for items that must be recycled as they are not permitted in the garbage.



# 3.1

## Program and Service Overview

Richmond delivers a wide range of recycling and waste management services for residents to ensure that all waste is managed safely and efficiently. The following are the key recycling and waste management services offered through the City of Richmond.



### BLUE BOX | PAGE 30

The Blue Box program provides weekly curbside collection for paper, newsprint, glass bottles and glass jars, plastic containers, empty aerosol cans, plastic/paper drink cups, spiral wound containers, and tin and aluminium containers.



### BLUE CART | PAGE 30

The Blue Cart program provides weekly centralized collection for paper, newsprint, glass bottles and glass jars, plastic containers, empty aerosol cans, plastic/paper drink cups, spiral wound containers, and tin and aluminium containers.



### GREEN CART | PAGE 36

The Green Cart program provides weekly collection for foods scraps and yard trimmings. This program is provided to residents in single-family homes, townhomes and multi-family complexes.



### BACKYARD COMPOSTING | PAGE 39

Support for residential composting includes the sale of backyard compost bins and a composting demonstration garden. These services are available to all residents.



### GARBAGE CART | PAGE 40

Biweekly collection of garbage, not including banned items such as hazardous waste and materials that can be recycled, is available to residents in single-family homes and some townhomes. Garbage Tags and Garbage Disposal Vouchers for the Vancouver Landfill provide options to residents for disposal of additional garbage.



### LARGE ITEM PICK UP | PAGE 46

Residents with the City Blue Box and/or City Garbage Cart program can arrange for collection of large household items.





### RICHMOND RECYCLING DEPOT | PAGE 42

The Recycling Depot accepts products ranging from yard trimmings and household items to hazardous materials and take-back program products. This service is available to all residents and in limited quantities for commercial operators. The Recycling Depot also sells backyard compost bins, rain barrels, Garbage Tags and Garbage Disposal Vouchers for use at the Vancouver Landfill.



### LITTER COLLECTION | PAGE 49

Litter Attendants are on the road seven days a week to inspect or service garbage and recycling bins more than 8,258 times each week throughout the city, collecting additional litter along the way.



### PUBLIC SPACES AND EVENT RECYCLING | PAGE 48

Recycling bins in the community make it easy to recycle on the go, such as in parks, at community centres, in the Steveston business district and at the Canada Line stations and Richmond central bus stops. Richmond supports community events by loaning garbage and recycling bins for local events at no charge.



### COMMUNITY AND SCHOOL ENGAGEMENT | PAGE 50

Through partnerships with students, teachers and the School District, Richmond delivers educational workshops, awareness programs and volunteer opportunities to increase understanding of recycling and the benefits of reducing waste.





# 3.2

## Blue Box and Blue Cart Programs

Richmond's Blue Box and Blue Cart recycling programs provide convenient collection of a wide variety of materials, including mixed paper, plastic containers, paper and plastic drink cups, empty aerosol cans and spiral wound cans like frozen juice concentrate containers as well as glass bottles and glass jars.

Richmond's Blue Box program for door-to-door curbside collection includes a Blue Box for containers, yellow Mixed Paper Recycling Bag for paper and small, flattened cardboard items and a grey Glass Recycling Bin for glass bottles/jars. The Blue Cart program for centralized collection has separately labeled carts for containers, mixed paper and glass.

It is important to ensure materials are sorted correctly into the proper recycling receptacles. For example, recyclables must be placed individually in bins – not stacked, nestled or in plastic bags. Glass bottles/jars must be placed in the Glass Recycling Bin/Cart – not the Blue Box or Containers Recycling Cart.

Also, some items are not accepted in the Blue Cart/Blue Box program, such as non-packaging plastics like toys and laundry baskets, hazardous items like butane cylinders, propane tanks and batteries, and non-packaging metal items like scissors and pans. These items are accepted at the Richmond Recycling Depot.



## CONTAINER RECYCLING: BLUE BOX/CONTAINERS RECYCLING CART



### ✓ ACCEPTED

#### Metals

- ✓ Aerosol cans (empty) & caps (food items, air fresheners, shaving cream, deodorant, hairspray)
- ✓ Aluminium cans & lids
- ✓ Aluminium foil & foil containers (foil wrap, pie plates, food trays)
- ✓ Metal storage containers (such as for candy)
- ✓ Tin cans & lids

#### Paper

- ✓ Paper food containers & cartons
- ✓ Paper cups & lids, plates & bowls
- ✓ Paper garden pots & trays
- ✓ Spiral wound paper cans & lids (frozen juice, potato chips, cookie dough, coffee, nuts, baby formula)

#### Plastic

- ✓ Plastic bottles & caps (food items, condiments such as ketchup & mustard, dish soap, mouthwash, shampoos, conditioners)
- ✓ Plastic containers, trays & caps (bakery & deli foods)
- ✓ Plastic cups & lids
- ✓ Plastic food storage containers
- ✓ Plastic garden pots & trays
- ✓ Plastic hangers
- ✓ Plastic jars & lids
- ✓ Plastic microwavable bowls, cups & lids
- ✓ Plastic plates & bowls
- ✓ Plastic straws, utensils and stirrers
- ✓ Plastic tubs & lids (margarine, spreads, dairy products such as yogurt, cottage cheese, sour cream, ice cream)

### ✗ NOT ACCEPTED

#### Take to Richmond Recycling Depot

- ✗ Aerosol cans with hazardous materials (spray paint)
- ✗ Butane cylinders
- ✗ Containers for motor oil, vehicle lubricant or wax products
- ✗ Plastic bags & overwrap
- ✗ Polystyrene (Styrofoam™) packaging
- ✗ Propane tanks

#### Repurpose, Sell, Share or Put in Garbage

- ✗ Ceramic plant pots
- ✗ Compostable/biodegradable plastic bags & containers
- ✗ Foil-lined cardboard lids from take-out containers
- ✗ Garden hoses
- ✗ Plastic string or rope

## TIPS TO RECYCLE CORRECTLY



Place materials separately in the bins – don't put recyclables into plastic bags. Bagged items will go in the garbage.



Avoid stacking or nestling items together, instead place them separately in the bins. For example, don't nestle an aluminium can inside a plastic container.



Empty, rinse and flatten containers. Food or other materials in the containers contaminate the recycling. Remove lids and recycle separately.



Separate glass jars and glass bottles and recycle in the grey Glass Recycling Bin or Glass Recycling Cart. Their metal or plastic lids go in the Blue Box/Containers Cart.





## PAPER PRODUCTS: MIXED PAPER RECYCLING BAG/CART



### ✓ ACCEPTED

#### Boxboard and Cardboard

- ✓ Cardboard boxes (flattened)
- ✓ Cereal boxes
- ✓ Corrugated cardboard (small pieces)
- ✓ Moving and storage boxes
- ✓ Paper egg cartons
- ✓ Paper gift boxes
- ✓ Paper takeout containers (including those with a shiny coating)
- ✓ Pizza boxes (clean)

#### Paper

- ✓ Catalogues, magazines & telephone books
- ✓ Envelopes (with or without window)
- ✓ Flyers & junk mail
- ✓ Miscellaneous paper (notepads, loose leaf paper, white or coloured paper, printed paper, copier/printer paper)
- ✓ Newspapers
- ✓ Paper bags (lunch, groceries)
- ✓ Paper gift bags
- ✓ Paper gift wrap & greeting cards
- ✓ Paper party hats and decorations
- ✓ Shredded paper (inside a paper bag to avoid scattering)

### ✗ NOT ACCEPTED

#### Take to Richmond Recycling Depot

- ✗ Foil/metallic wrapping paper
- ✗ Plastic bags used to cover newspapers/flyers
- ✗ Plastic or foil candy wrappers

#### Repurpose, Sell, Share or Put in Garbage

- ✗ Cardboard boxes with wax coating
- ✗ Greeting cards with non-paper items (glitter, plastic attachments, music devices, batteries)
- ✗ Padded envelopes
- ✗ Ribbons or bows

## TIPS TO RECYCLE CORRECTLY



Remove plastic liners/covers and/or any food residue.



Put shredded paper in a paper bag before placing in the Mixed Paper Recycling Bag/Cart to avoid scattering.



Cut cardboard into small pieces and flatten boxes to take up less space in the Mixed Paper Recycling Bag/Cart and in the collection truck.



Oversized/excessive amounts of cardboard can be dropped off at the Richmond Recycling Depot.





## GLASS JARS & GLASS BOTTLES: GLASS RECYCLING BIN/CART



### ✓ ACCEPTED

- ✓ Clear or coloured glass bottles and glass jars (pickle jars, jam jars, spaghetti sauce jars, soy sauce bottles)

### ✗ NOT ACCEPTED

#### Repurpose, Sell, Share or Put in Garbage

- ✗ Broken glass (wrap and put in garbage)
- ✗ Ceramic products
- ✗ Drinking glasses, glass dishes and cookware
- ✗ Lids and caps (remove from the glass bottle/jar and place in Blue Box/Containers Recycling Cart)
- ✗ Mirrors and window glass

## TIPS TO RECYCLE CORRECTLY



Remove plastic and metal lids and recycle separately in the Blue Box/Containers Recycling Cart.



Empty and rinse jars and bottles. Make sure no food is left inside because it contaminates the recycling.



### Set Out Time

Before 7:30 a.m. every week on collection day.

Note: For centralized Blue Cart service, the collection details are arranged between the City and the Strata Council or Property Manager. Residents do not have to set the Blue Carts out for collection.



### Report a Missed Collection

Call 604-276-4010 or email [garbageandrecycling@richmond.ca](mailto:garbageandrecycling@richmond.ca).



### How to Get More Free Recycling Supplies

Supplies include:

- Blue Boxes
- Glass Recycling Bins
- Indoor Collection Bags
- Mixed Paper Recycling Bags

Four ways to order supplies:

1. Pick up at Richmond Recycling Depot
2. Call 604-276-4010
3. Order at [richmond.ca/recyclesearch](http://richmond.ca/recyclesearch)
4. Order in the Richmond Recycling app, free at Apple and Android app stores.



### Richmond Recycling Depot

5555 Lynas Lane  
Open 7 days a week  
(Closed on statutory holidays)  
9:00 a.m. to 6:15 p.m.



# How to Recycle Correctly

## SIMPLE STEPS FOR BETTER RECYCLING



### ✗ COMMON MISTAKES



Glass bottles and glass jars are placed incorrectly in the Blue Box or Containers Recycling Cart



Plastic straws, utensils and stir sticks are placed in the garbage



Containers with food residue are not rinsed before recycling



Recyclable items that are not accepted in residential collection are placed incorrectly in the Blue Box / Blue Cart, such as:

- Batteries and cellphones
- Electronics
- Paints and solvents
- Plastic bags
- Polystyrene (Styrofoam™) packaging
- Propane tanks and butane containers
- Non-packaging plastics like toys

### ✓ HOW TO RECYCLE CORRECTLY

Recycle in grey Glass Recycling Bin or Glass Recycling Cart.

Place them in the Blue Box or Containers Recycling Cart.

Remove food and rinse before placing in Blue Box or Containers Recycling Cart.

Drop off at Richmond Recycling Depot – 5555 Lynas Lane.



# Not sure where to recycle an item?



Use the Recycling Wizard at [richmond.ca/recyclesearch](https://richmond.ca/recyclesearch) or in the free Richmond Recycling app, available at Apple and Android app stores.



With the Richmond Recycling app, you can:

- Find drop-off locations for recyclables
- Learn how to recycle a variety of household items
- Schedule weekly collection day reminders
- Order supplies
- Play the Recycling Challenge game, and more!





# 3.3

## Green Cart Program

Food scraps are banned from the garbage, which means they must be recycled or composted, and the City can be charged fines and other penalties when organics are found in the garbage. With the Green Cart program, all Richmond residents have access to food scraps recycling and when recycling with a Green Cart, residents are helping turn food scraps and yard trimmings into compost for nutrient-rich soil.

Richmond also encourages organics recycling by providing Green Cart service at no charge at the City-sponsored community gardens.

It is important to ensure that only food scraps, food soiled paper, and yard and garden trimmings go in the Green Cart. When items like plastic bags, polystyrene (Styrofoam™) or biodegradable/compostable plastic bags are found in the Green Cart, the load is considered contaminated as these materials are not accepted at processing facilities because they compromise the quality of the compost.

Residents can also create their own compost at home to keep these organic materials out of landfills. Residents can purchase a backyard compost bin at the Richmond Recycling Depot.





## GREEN CART FOR FOOD SCRAPS & YARD TRIMMINGS



### ✓ ACCEPTED

#### Food Scraps & Food Soiled Paper

- ✓ Breads, pasta, rice & noodles
- ✓ Coffee grounds & filters
- ✓ Dairy products
- ✓ Fruit
- ✓ Eggshells
- ✓ Meat, poultry, fish, shellfish & bones
- ✓ Paper tea bags
- ✓ Paper towels, napkins & plates
- ✓ Pizza delivery boxes
- ✓ Small amounts of grease/oil absorbed into paper towel
- ✓ Solid grease
- ✓ Table scraps & food scrapings
- ✓ Vegetables

#### Yard Trimmings

- ✓ Flowers
- ✓ Leaves
- ✓ Grass clippings
- ✓ Other organic yard materials
- ✓ Plants (living or dead/dried)
- ✓ Plant trimmings
- ✓ Tree & hedge prunings (branches must be no more than 10 cm (4 in) in diameter and cut short enough to fit in the Green Cart with the lid closed)

### ✗ NOT ACCEPTED

- ✗ Coffee cups
- ✗ Compostable & biodegradable plastic bags
- ✗ Garden hoses or flower pots
- ✗ Liquid grease
- ✗ Lumber
- ✗ Pet feces or kitty litter
- ✗ Plastic bags & plastic overwrap
- ✗ Plastic mesh tea bags
- ✗ Plastic wraps
- ✗ Polystyrene (Styrofoam™) cups, meat trays or takeout containers
- ✗ Prunings over 10 cm (4 in) in diameter
- ✗ Rocks, dirt, sod or soil

#### Why can't I put plastic bags in my green cart?

Plastic bags (including compostable or biodegradable bags) do not break down during the composting process and leave behind flecks of plastic that contaminate the compost.



## TIPS TO RECYCLE CORRECTLY



Collect food scraps in your kitchen container. Wrap food scraps in small amounts of newspaper or used paper towel before adding to kitchen container.



Sprinkle kitchen container with baking soda to reduce odours and consider freezing food scraps until you're ready to empty them into the Green Cart.



Keep kitchen container clean by lining it with a few sheets of newspaper, a paper bag liner or used paper towel.



Empty materials from your kitchen container into your Green Cart.



Place yard trimmings into Green Cart along with your food scraps. Extra yard trimmings can go in large paper bags or additional labelled Green Cans.





## MULTIPLE GREEN CART SIZES AVAILABLE

Richmond provides Green Carts in multiple sizes to meet residents' recycling needs. Residents can exchange their Green Cart for a different size by contacting the Environmental Programs Information Line at 604-276-4010 or email [garbageandrecycling@richmond.ca](mailto:garbageandrecycling@richmond.ca). There is a \$25 fee for cart exchanges.

### SINGLE-FAMILY HOMES CART SIZE SELECTION



**Extra Large**  
360 litres  
D 34.5 x W 25 x  
H 44.5 inches

#### STANDARD

**Large**  
240 litres  
D 27.5 x W 24.5 x  
H 43 inches

**Medium**  
120 litres  
D 21 x W 19 x  
H 37.5 inches

**Small**  
80 litres  
D 21.5 x W 16 x  
H 34.5 inches

### TOWNHOMES CART SIZE SELECTION



**Small**  
80 litres  
D 21.5 x W 16 x  
H 34.5 inches

#### STANDARD

**Compact**  
46.5 litres  
D 12 x W 11 x  
H 27 inches





## BACKYARD COMPOSTING PROGRAMS

**Backyard Compost Bins:** Backyard compost bins are available for sale at the Richmond Recycling Depot for \$25 plus tax.

**Demonstration Garden:** To help residents learn about composting, the City hosts a Compost Demonstration area in the Terra Nova Rural Park at 2631 Westminster Highway just west of No. 1 Road. It is open from dawn to dusk year-round.

**Compost Hotline:** For tips, call 604-736-2250 or email [composthotline@telus.net](mailto:composthotline@telus.net).

## YARD TRIMMINGS DROP-OFF

Richmond residents and commercial landscapers can drop off yard trimmings at the following locations.

### Ecowaste Industries

15111 Williams Road

Commercial operators can be pre-approved for dropping off materials at no charge when they are servicing residential properties with Richmond Green Cart service. Visit [ecowaste.com](http://ecowaste.com) or call 604-277-1410 for information.

### City Recycling Depot

5555 Lynas Lane

Open 7 days a week

(Closed on statutory holidays)

9:00 a.m. to 6:15 p.m.

There is no charge for dropping off amounts less than one cubic yard (a car, station wagon or minivan load). Large loads are charged a fee of \$25 per cubic yard. Commercial operators will be charged a fee of \$25 per cubic yard at the Richmond Recycling Depot.



### Set Out Time

Before 7:30 a.m. every week on collection day.

Note: For centralized Green Cart service, the collection details are arranged between the City and the Strata Council or Property Manager. Residents do not have to set the carts out for pick up.



### Report a Missed Collection or Damaged Green Cart

Call 604-276-4010 or email [garbageandrecycling@richmond.ca](mailto:garbageandrecycling@richmond.ca).



### How to Exchange your Green Cart

Various cart sizes are on display at the Richmond Recycling Depot. Please note there is a \$25 charge to exchange your cart. To change to an alternative size, please call 604-276-4010.



### New/Replacement Kitchen Containers

Four ways to order supplies:

1. Pick up at Richmond Recycling Depot.
2. Call 604-276-4010.
3. Order at [richmond.ca/recyclesearch](http://richmond.ca/recyclesearch).
4. Order in the Richmond Recycling app, free at Apple and Android app stores.







## 3.4 Garbage Cart Program

Richmond's curbside Garbage Cart program provides residents with convenient options for waste disposal. Household garbage is collected biweekly. The Garbage Cart program includes City-provided carts with wheels and lids and is designed to lower costs for residents who are reducing their garbage by recycling their household waste.

Most household items are recyclable. Residents are encouraged to think twice before putting items in the garbage to help keep recyclables out of the landfill.

It's important to secure or wrap loose garbage to prevent materials from being scattered by wind or animals. Garbage must be securely packed in plastic bags. This includes ashes, kitty litter, disposable diapers, vacuum cleaner sweepings, disposable masks and gloves, and other loose household garbage.

All garbage must be placed at curbside before 7:30 a.m. on collection day but no earlier than 8:00 p.m. the day before. Do not place receptacles or other items on the road.

Residents are responsible for cleaning up any loose materials that have been scattered over the ground by animals, wind or vandalism.





## EXTRA ITEM DISPOSAL OPTIONS

### Garbage Disposal Vouchers

Richmond residents may purchase a Garbage Disposal Voucher for \$5 at all City facilities. These vouchers are good for up to \$25 at the Vancouver Landfill, and are valid anytime. They are limited to one per household per year.

### \$2 Garbage Tags

Garbage Tags for curbside collection are available for purchase at all City facilities. One Garbage Tag is good for an additional garbage bag or can.

Visit [richmond.ca/garbage](https://richmond.ca/garbage) for a list of City facilities selling Garbage Tags and Garbage Disposal Vouchers.

## GARBAGE CART SIZE OPTIONS

Residents who select smaller cart sizes are generating less garbage and, as a result, pay less for their annual garbage collection.

Residents can exchange their cart for a different size, and their garbage collection fees will be adjusted according to the size selected. Residents can exchange their Garbage Cart for a different size for \$25 by calling 604-276-4010.



**Extra Large**  
**360 litres**  
D 34.5 x W 25 x H 44.5 in



**Large**  
**240 litres**  
D 27.5 x W 24.5 x H 43 in  
**Standard size for**  
**single-family homes**



**Medium**  
**120 litres**  
D 21.5 x W 19 x H 37.5 in  
**Standard size**  
**for townhomes**



**Small**  
**80 litres**  
D 20 x W 16 x H 34.5 in





# 3.5

## Richmond Recycling Depot

The Richmond Recycling Depot is located at 5555 Lynas Lane and is open from 9:00 a.m. to 6:15 p.m., seven days a week for drop off of a broad range of materials.

The Recycling Depot is owned and operated by the City of Richmond, with both full-time staff and additional staff support as needed to manage increased recycling volumes. Staff on site are available to answer questions and provide assistance with unloading awkward or heavy items.

The City continues to increase the number of items accepted at the Recycling Depot to make it a convenient, one-stop drop-off location for multiple items. Richmond residents can bring a wide range of recyclable materials at no charge.

**Richmond Recycling Depot**  
5555 Lynas Lane  
Open 7 days a week  
9:00 a.m. to 6:15 p.m.  
(except statutory holidays)







## RECYCLING DEPOT SERVICES

Residents are encouraged to use their weekly collection bins to recycle household items like glass bottles and glass jars, mixed containers and mixed paper. Businesses are encouraged to set up contracts for on-site collection services if they produce a large quantity of recyclable materials. However, residents and small business operators can also drop off recyclable materials at the Recycling Depot.

This facility accepts a wide range of materials, including cardboard, yard and garden trimmings, mixed paper and newspapers, as well as polystyrene (Styrofoam™),

used books, cellphones, household batteries, plastic bags and metal items (e.g., bike frames, barbecues, lawn mowers). The facility is also a product stewardship (take-back) collection site for large and small appliances, paints, solvents, flammable liquids, pesticides, lights and lighting fixtures, tires, electronics, motor oil, batteries, thermostats, fire extinguishers and smoke and carbon monoxide alarms.



### For Sale at the Recycling Depot

- Compost bins - \$25 each + tax
- Rain barrels - \$30 each + tax
- Extra Garbage Tags - \$2 each
- Garbage Disposal Vouchers - \$5 for Richmond residents and value is up to \$25 at the Vancouver Landfill



### Free Recycling Supplies Available at the Recycling Depot

- Food Scraps Kitchen Containers
- Grey Glass Recycling Bins
- Blue Boxes
- Yellow Mixed Paper Recycling Bags
- Indoor Collection Bags
- Green Can Decals



# Welcome to the Richmond Recycling Depot!

You'll be amazed by how much you can take – for free – to the Richmond Recycling Depot.

Use the map below to see where to take your items once you arrive at the Recycling Depot. The icons are colour-coded to match the signs at the Depot and help you quickly find your way.

There are always attendants available to help you and to safely handle hazardous recyclable items.





For a virtual tour, visit  
**[richmond.ca/depot](https://richmond.ca/depot)**

## MATERIALS ACCEPTED

- ✓ Aerosol & spiral wound cans
- ✓ Aluminium materials
- ✓ Appliances
- ✓ Baby car seats/booster seats\*
- ✓ Batteries (lead acid car batteries)
- ✓ Batteries (small household batteries less than 5 kg)
- ✓ Books
- ✓ Butane cylinders
- ✓ Cellphones (including batteries)
- ✓ Cooking oil & animal fat
- ✓ Corrugated cardboard (flattened, clean corrugated boxes)
- ✓ Electronics
- ✓ Exercise & hobby machines
- ✓ Fire extinguishers
- ✓ Flammable aerosols
- ✓ Flammable liquids
- ✓ Flexible plastic packaging, plastic bags & plastic overwrap
- ✓ Flower pots (paper & plastic pots/trays)
- ✓ Gasoline (in approved ULC containers)
- ✓ Glass bottles/jars (clear & coloured)
- ✓ Lights
- ✓ Lighting fixtures
- ✓ Magazines
- ✓ Metal items
- ✓ Mixed paper
- ✓ Motor oil & antifreeze
- ✓ Newspaper
- ✓ Paints (household paints)
- ✓ Paint aerosols
- ✓ Pesticides (domestic pesticides)
- ✓ Plastic containers
- ✓ Plastic recycling bags
- ✓ Polystyrene (Styrofoam™) packaging
- ✓ Power tools
- ✓ Propane tanks
- ✓ Sewing, knitting & textile machines
- ✓ Smoke & carbon monoxide alarms
- ✓ Thermostats
- ✓ Tin & aluminium cans
- ✓ Tires (passenger & light-duty trucks only)
- ✓ Upholstered furniture\*
- ✓ Yard & garden trimmings

All materials must be sorted into different containers at the Recycling Depot. Please visit [richmond.ca/depot](https://richmond.ca/depot) for more information.

\* Proof of residency required.

**Welcome!**





# 3.6

## Large Item Pick Up Program

Richmond's Large Item Pick Up program provides a convenient curbside collection service for up to six large household items per year, including mattresses, furniture and appliances. This program is designed to make it more convenient for residents to dispose of large household items and to help reduce illegal dumping. As well, through this program, large household items that can be recycled will be diverted from the landfill.

The Large Item Pick Up program is provided to residents in single-family homes as well as townhomes and multi-family complexes with the City's Garbage Cart and/or Blue Box program.

This service makes it easier for residents who do not have access to a vehicle to dispose of large items.



## HOW THE PROGRAM WORKS

- 1** To schedule collection of up to six items per year, residents can contact the City's service provider, Sierra Waste Services at 604-270-4722 or schedule online at [richmond.ca/largeitem](http://richmond.ca/largeitem).
- 2** Sierra Waste Services will contact you to provide a pick-up date and confirmation number.
- 3** On your scheduled pick-up date only, place items at the curb, or for multi-family complexes, in the area designated by the strata or property manager, before 7:30 a.m. or no earlier than 8:00 p.m. the night before.

### LARGE ITEM PICK UP PROGRAM



#### ✓ ACCEPTED

- ✓ Appliances (stove, dishwasher, washer and/or dryer, hot water tank, refrigerator, freezer, microwave)
- ✓ Barbecues (remove lava rock briquettes and/or propane tank)
- ✓ Bed frames
- ✓ Electric lawnmowers
- ✓ Exercise equipment (treadmill, elliptical, stationary bike, stair climber, weight set)
- ✓ Furniture (e.g., couch, coffee table, chair, desk, dresser, TV stand, cabinet, table, hutch, crib, high chair, entertainment centre)
- ✓ Headboards
- ✓ Mattresses or boxsprings
- ✓ Outdoor furniture (chair, patio table, patio umbrella)
- ✓ Small household goods, provided they are boxed or bundled and are a reasonable size (one box or bundle is equal to one of the resident's six allotted items)
- ✓ Tires (car and light duty truck)

#### ! PREPARATION REQUIREMENTS

- ! Wrap mattresses in plastic and seal with tape to prevent them from getting wet. Cover boxsprings and upholstered furniture with tarps or plastic to keep them dry. Tarps will be left behind for reuse.
- ! Confirm mattresses, boxsprings and upholstered furniture are free of bedbugs to ensure they are accepted for recycling at the facility.
- ! Remove latch/door from freezers, refrigerators or any other container equipped with a door, latch or locking device.

#### ✗ NOT ACCEPTED

- ✗ Car bodies or parts
- ✗ Carpets
- ✗ Construction and demolition waste (drywall)
- ✗ Gas lawnmowers\*
- ✗ Hazardous waste
- ✗ Home renovation items (sinks, flooring, doors, windows)
- ✗ Lumber
- ✗ Mattresses/boxsprings and upholstered furniture that are wet or infested with bed bugs or vermin
- ✗ Propane tanks\*
- ✗ Tree stumps

\*Take to Richmond Recycling Depot

Not sure where to recycle an item? Use the Recycling Wizard tool on the free Richmond Recycling app to find out where to recycle your item.





# 3.7

## Public Spaces Programs

Maintaining a litter-free community and encouraging recycling in parks and other public spaces is an essential part of responsible and sustainable waste management. Not only does this help to keep the City a beautiful place to live and visit, it also helps to reduce the amount of plastic and other garbage going into oceans and other waterways.

The City has three primary services to support recycling and a litter-free community: Public Spaces services, Litter Collection services and Special Event Recycling.

Because building community pride and increasing responsible behaviours involves working together with the community, the City also works with volunteers through the Partners for Beautification program and community clean-up events.



## PUBLIC SPACES SERVICES

The City of Richmond has recycling and garbage bins located throughout the community in public spaces that include parks and business districts. Recycling and garbage bins are serviced or inspected over 8,258 times each week.

The City's bins include instructional bin labels to help inform people about how to sort items correctly. Many of the recycling bins feature images that complement the surrounding scenery, and others feature custom artwork by local artists. To further improve capacity and operational efficiency, the City also has large, in-ground garbage collection bins in high-traffic areas.



## LITTER COLLECTION SERVICES

Maintaining a litter-free city is a key focus area to ensure residents can enjoy clean parks and public spaces. The City of Richmond has made efforts to ensure that there are garbage bins, and in many cases recycling options, in public spaces throughout the city.

In addition, City crews work seven days a week to collect litter from parks, school grounds, roadsides, sidewalks and boulevards.

They inspect or service garbage and recycling from litter and recycling receptacles in the community 33,032 times every month. Crews also assist with removing graffiti from City garbage bins, and they collect illegally-dumped materials found on City property and provide safe disposal and recycling of these items.

The extensive work to maintain public spaces and collect litter may go unnoticed, but City staff work hard seven days a week to maintain a clean and livable community for Richmond residents.

## SPECIAL EVENT RECYCLING

Recycling stations are recommended for special event bookings taking place in Richmond. For some major events, the City hosts recycling stations with assistance from Green Ambassador volunteers. This involves setting up recycling stations and having recycling volunteers at the event to advise people on how to recycle.

The City also supports events by providing organizers with recycling bins and garbage carts at no charge, as well as complimentary collection services. This makes it easy for event organizers to keep the venue clean and recyclables out of the landfill.

In addition, the City participates in community clean-up events each year.







# 3.8

## Outreach and Customer Service

Richmond's successful outreach and customer service programs are designed to help turn information and education into action.

By working with children and youth through school programs and the Green Ambassadors, Richmond creates a learning environment where students gain a better understanding about recycling and sustainable waste management, and then apply their skills as volunteers and through school activities. The City is also offering more virtual outreach opportunities.

Providing outreach, customer support services and information materials also assists residents by increasing their understanding of how to recycle correctly along with new tools and services to promote recycling at home and on the go.

The Environmental Programs Information Line staff assist customers on the phone, via email and at community events to answer questions, assist with requests relating to garbage and recycling, and provide guidance on where to find additional information and resources. Richmond staff also assist customers directly at the Recycling Depot, and through its outreach programs in the community.

At the Recycling Depot, staff provide assistance with where and how to recycle using its drop-off options, answer questions about City programs and services, and sell products such as compost bins and rain barrels as well as Garbage Tags and Garbage Disposal Vouchers. Through outreach, Richmond goes into the community to connect with residents to share information and respond to questions.





Richmond held nine free Repair Fairs in 2023 that encouraged residents to repair usable items rather than sending them to the landfill.

## SEARCH & TIPS TOOLS

Richmond offers the Recycling Wizard to help residents search for where to recycle household items. The Recycling Wizard is available online at [richmond.ca/recyclesearch](https://richmond.ca/recyclesearch) and in the Richmond Recycling app, free from the Apple and Android app stores.

## COMMUNITY WORKSHOPS

Richmond's free community workshops provide education and tips that support recycling and waste reduction techniques. A summary of workshops is provided below.

For information on the workshops, call the Environmental Programs Information Line at 604-276-4010, email [garbageandrecycling@richmond.ca](mailto:garbageandrecycling@richmond.ca), or visit the Community Outreach section at [richmond.ca/recycle](https://richmond.ca/recycle).

## RICHMOND GREEN AMBASSADORS

Richmond's Green Ambassadors are dedicated high school students who participate in monthly symposiums to learn about environmental sustainability and apply what they have learned as volunteers at City events and activities. These energetic and environmentally conscious individuals also manage green initiatives in their schools.

## STUDENT OUTREACH

Richmond sponsors programs, contests and other activities for local students to raise awareness about the importance of reducing waste and how to recycle correctly. These activities inspire them to feel that taking care of the planet is fun.

TYPE OF WORKSHOP	DESCRIPTION
Recycling Workshops	Learn how to reduce reliance on single-use items and sort household recyclables properly to reduce contamination. Understand the recycling process and the importance recycling has for the environment, including the impact of marine plastic and other hot topics in solid waste management.
Richmond Recycling Depot Tours	Interactive tour of the Richmond Recycling Depot designed to teach residents about the drop-off options available and materials accepted for recycling.



# TIPS TO RECYCLE AND REDUCE WASTE



# 4.0

## Tips and Resources

In Richmond, we care about our community, and we are working together with residents and local organizations to reduce waste and promote a circular economy. These Tips and Resources highlight the City's community partners, and provide a guide for how to deal with hazardous waste and other items not accepted in curbside and centralized recycling programs.

With the help of community resources and partnerships, Richmond residents have access to easy and convenient drop-off services and programs to support recycling, safe disposal and waste reduction. This section includes contact information and locations for Richmond services and community partners involved in take-back collection through product stewardship programs. Together, these Tips and Resources help to support maximum recycling and reduce the amount waste going to the landfill.





# 4.1

## Community Resources and Partnerships



## ECOWASTE INDUSTRIES

The City offers residents the option to drop off unlimited quantities of yard and garden trimmings for free at Ecowaste Industries. Proof of Richmond residency is required.

**Ecowaste Industries:**  
15111 Williams Road  
604-277-1410  
ecowaste.com

## RECYCLING COUNCIL OF BRITISH COLUMBIA (RCBC)

RCBC provides information and resources to support recycling in the community.

**Recycling Hotline**  
Monday to Friday, 9 a.m. to 4 p.m.  
604-RECYCLE (604-732-9253)  
hotline@rcbc.bc.ca  
rcbc.ca

## COMPOST HOTLINE

The Compost Hotline is a community program operated by City Farmer that provides support and tips for best practices in home composting.

**Compost Hotline:**  
604-736-2250  
composthotline@telus.net

## METRO VANCOUVER RECYCLES

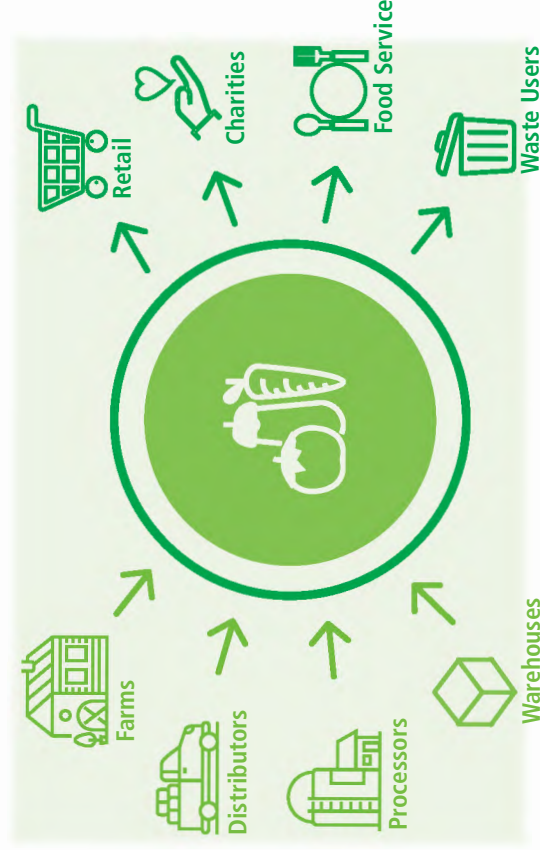
Metro Vancouver Recycles helps you find options for recycling products and get helpful links to online services.

**Metro Vancouver Recycling Directory:**  
metrovancoverrecycles.org or recycling.metrovancouver.org

## CITY OF RICHMOND FOOD RECOVERY NETWORK

Partnering with FoodMesh, this program safely and easily diverts surplus food by bringing together local food businesses with charities and farmers.

**Richmond Food Recovery Network:**  
foodmesh.ca/services-regional/richmond







## 4.2

# Banned and Hazardous Materials

Careless handling of hazardous products can cause serious injury as well as damage to the environment. Hazardous products that are dumped in sewers or green spaces can injure livestock, wildlife and plant life. Careful and often specialized disposal is essential for these materials.

There are certain materials that Metro Vancouver disposal facilities do not accept, either because there are already recycling programs set up for these items or because they are hazardous to waste collection workers, the public and the environment.

At disposal sites, garbage loads are inspected for banned and prohibited materials. Loads that arrive at the disposal sites containing prohibited materials are assessed a \$73 minimum surcharge, plus the cost of removal, clean-up or remediation. Loads containing banned materials are assessed a 50% tipping fee surcharge.

For a list of drop-off locations, use the City's Recycling Wizard available on the Richmond Recycling app and at [richmond.ca/recyclesearch](https://richmond.ca/recyclesearch), or call the RCBC Recycling Hotline at 604-732-9253.





## BANNED HAZARDOUS AND OPERATIONAL IMPACT MATERIALS



- |   |   |   |  |
|---|---|---|--|
| <ul style="list-style-type: none"> <li>x Agricultural waste</li> <li>x Asbestos</li> <li>x Automobile bodies and parts</li> <li>x Barrels, drums, pails or large (205 litre or greater) liquid containers, full or empty</li> </ul> | <ul style="list-style-type: none"> <li>x Biomedical waste</li> <li>x Dead animals</li> <li>x Gypsum</li> <li>x Hazardous waste</li> </ul> | <ul style="list-style-type: none"> <li>x Inert fill material, including soil, sod, gravel, concrete and asphalt exceeding 0.5 cubic metres per load</li> <li>x Liquids or sludge</li> </ul> | <ul style="list-style-type: none"> <li>x Refuse that is on fire, smouldering, flammable or explosive</li> <li>x Wire and cable exceeding 1% of load</li> </ul> |
|---|---|---|--|



## BANNED MATERIALS THAT ARE RECYCLABLE WITH CITY SERVICES

- |   |   |   |  |
|---|---|---|--|
| <ul style="list-style-type: none"> <li>x Beverage containers</li> <li>x Containers made of glass, metal or banned recycled plastic</li> </ul> | <ul style="list-style-type: none"> <li>x Corrugated cardboard</li> <li>x Electronics</li> <li>x Expanded polystyrene packaging</li> </ul> | <ul style="list-style-type: none"> <li>x Food waste</li> <li>x Green waste</li> <li>x Mattresses</li> <li>x Motor oil &amp; antifreeze</li> </ul> | <ul style="list-style-type: none"> <li>x Propane tanks</li> <li>x Recyclable paper</li> <li>x Tires (passenger &amp; light-duty truck only)</li> </ul> |
|---|---|---|--|

For a complete list of banned materials, please visit [metrovancover.org/services/solid-waste/recycling-programs/disposal-ban](https://metrovancover.org/services/solid-waste/recycling-programs/disposal-ban)



# 4.3

## Recycling and Disposal Directory

Many common hazardous household and automotive products must be recycled or disposed through special depots. Disposal sites and take-back collection options for hazardous, banned and other materials are listed on the following pages.

Please note that this information is provided as a reference for your convenience; however, it is not guaranteed. Please call first to confirm that the site is still open to accept these take-back products and to check hours of operation.



### ANTIFREEZE AND EMPTY CONTAINERS

#### DROP-OFF LOCATION PHONE

Richmond Recycling Depot 604-276-4010  
5555 Lynas Lane

Jiffy Lube 604-448-0142  
10991 No. 4 Road

List of accepted items: 604-732-9253 or  
[interchangerecycling.com/find-a-recycling-centre](http://interchangerecycling.com/find-a-recycling-centre).



### APPLIANCES – SMALL

#### DROP-OFF LOCATION PHONE

Richmond Recycling Depot 604-276-4010  
5555 Lynas Lane

Ironwood Bottle & Return-It Depot 604-275-0585  
110-11020 Horseshoe Way

OK Bottle Depot 604-244-0008  
145-5751 Cedarbridge Way

Regional Recycling 1-855-701-7171  
13300 Vulcan Way

List of accepted items: [electrorecycle.ca](http://electrorecycle.ca) or  
604-732-9253.



### BABY CAR SEATS

#### DROP-OFF LOCATION PHONE

Richmond Recycling Depot 604-276-4010  
5555 Lynas Lane


 City of Vancouver Landfill 604-873-7000  
5400 72nd Street, Delta


 Pacific Mobile Depots (third Saturday of every month)  
Britannia Community Centre 250-893-8383  
1661 Napier Street, Vancouver

Lord Byng Secondary School 250-893-3851  
3939 W 16th Avenue, Vancouver

 Queensborough Landing 604-540-4467  
Return-it Depot  
Unit A-409 Boyne Road,  
New Westminster

Watch for the **blue** listings for items recyclable through the City of Richmond. See Programs and Services starting on page 28 to find out what is accepted through the City's collection and drop-off services.

 **Disposal Ban** – Banned from the landfill and recyclable through retailers, stewardship or take-back programs

 **Disposal Ban** – Banned from the landfill and recyclable through the City and other services

 **Not Banned** – Recyclable through the City and other services

 **Not Banned** – Recycling options are available

 **A fee is charged**





### BATTERIES – AUTOMOTIVE

DROP-OFF LOCATION	PHONE
Richmond Recycling Depot 5555 Lynas Lane	604-276-4010
Canadian Tire 11388 Steveston Highway	604-271-6651
Kal Tire 2633 No. 5 Road	604-278-9181
Regional Recycling 13300 Vulcan Way	1-855-701-7171

Note: All retailers accept a used battery for each one purchased. Collection sites: [recyclemybattery.ca](https://recyclemybattery.ca)



### BATTERIES – HOUSEHOLD AND MOBILE PHONES

Batteries weighing 5 kg or less

DROP-OFF LOCATION	PHONE
Richmond Recycling Depot 5555 Lynas Lane	604-276-4010
Best Buy 700-5300 No. 3 Road	604-273-7335
Costco 9151 Bridgeport Road	604-270-3647
Home Depot 2700 Sweden Way	604-303-9882
Kwantlen Student Association 8771 Lansdowne Road	604-599-2865
London Drugs 5971 No. 3 Road 3080-11666 Steveston Highway	604-448-4811 604-448-4852
Pharmasave 105-12420 No. 1 Road 116-10151 No. 3 Road	604-232-0159 604-241-2898
Regional Recycling 13300 Vulcan Way	1-855-701-7171
Rona (batteries only) 7111 Elmbridge Way	604-273-4606
Staples 8171 Ackroyd Road 110-2780 Sweden Way	604-270-9599 604-303-7850
The Source 1113- 6551 No. 3 Road	604-273-1475

Batteries accepted: [call2recycle.ca](https://call2recycle.ca) or 1-888-224-9764.

Mobile phone drop-off sites: [call2recycle.ca/locator](https://call2recycle.ca/locator).

All cellular/mobile phone stores accept used cellular/mobile phones for refurbishing or recycling.



### BUTANE CYLINDERS

DROP-OFF LOCATION	PHONE
Richmond Recycling Depot 5555 Lynas Lane	604-276-4010

### CARBON MONOXIDE (CO), SMOKE AND COMBINATION SMOKE & CO ALARMS

DROP-OFF LOCATION	PHONE
Richmond Recycling Depot 5555 Lynas Lane	604-276-4010
London Drugs 5971 No. 3 Road 3080-11666 Steveston Highway	604-448-4811 604-448-4852
Regional Recycling 13300 Vulcan Way	1-855-701-7171
Rona 7111 Elmbridge Way	604-273-4606

Complete list of alarms accepted: [productcare.org](https://productcare.org) or 1-877-592-2972 ext. 401.



### ELECTRONICS: Audio-visual equipment, computers, monitors, televisions, printers, fax machines, scanners, video games and accessories

DROP-OFF LOCATION	PHONE
Richmond Recycling Depot 5555 Lynas Lane	604-276-4010
Best Buy 700-5300 No. 3 Road	604-273-7335
Blundell Return-It Centre 130-8180 No. 2 Road	
Ironwood Bottle & Return-It Depot 110-11020 Horseshoe Way	604-275-0585
OK Bottle Depot 145-5751 Cedarbridge Way	604-244-0008
Regional Recycling 13300 Vulcan Way	1-855-701-7171
Staples 8171 Ackroyd Road 110-2780 Sweden Way	604-270-9599 604-303-7850

Complete list of materials accepted: [return-it.ca/electronics](https://return-it.ca/electronics) or 604-473-2400.



### EXERCISE AND HOBBY MACHINES

DROP-OFF LOCATION	PHONE
Richmond Recycling Depot 5555 Lynas Lane	604-276-4010
Regional Recycling 13300 Vulcan Way	1-855-701-7171

Complete list of materials accepted: [return-it.ca/electronics](https://return-it.ca/electronics) or 604-473-2400.



**EYEGLASSES****DROP-OFF LOCATION**

Drop off at any local optometrist or eye care professional.

**FIRE EXTINGUISHERS****DROP-OFF LOCATION****PHONE**

Richmond Recycling Depot  
5555 Lynas Lane

604-276-4010

 Vancouver Fire  
22131 Fraserwood Way

604-232-3473

**FLAMMABLE LIQUIDS, PESTICIDES, SOLVENTS AND GASOLINE****DROP-OFF LOCATION****PHONE**

Richmond Recycling Depot  
5555 Lynas Lane

604-276-4010

Regional Recycling  
13300 Vulcan Way

1-855-701-7171

Complete list of accepted items: [productcare.org](http://productcare.org) or 1-877-592-2972 ext. 406.

**GENERAL HAZARDOUS MATERIALS****DROP-OFF LOCATION****PHONE**


 Secure Energy  
160-13511 Vulcan Way

604-214-7000

**GYPSUM DRYWALL**

No other materials attached to or on drywall

**DROP-OFF LOCATION****PHONE**

 City of Vancouver Landfill  
5400 72nd Street, Delta

604-873-7000

 New West Gypsum Recycling  
11871 Horseshoe Way

604-247-1664

Vancouver Transfer Station  
(maximum 1/2 sheet with  
a paid load of garbage)  
377 W. Kent Avenue N., Vancouver

604-873-7000

**HYPODERMIC NEEDLES****DROP-OFF LOCATION**

Purchase a "Sharps Container" from a pharmacy and return the container to same pharmacy when full.  
Complete list of drop-off locations:  
[healthsteward.ca/returning-medical-sharps](http://healthsteward.ca/returning-medical-sharps).

**LIGHTS AND LIGHTING FIXTURES****DROP-OFF LOCATION****PHONE**

Richmond Recycling Depot  
5555 Lynas Lane

604-276-4010

Canadian Tire (lights only)  
11288 Steveston Highway

604-271-6651

Ironwood Return-It Depot  
110-11020 Horseshoe Way

604-275-0585

OK Bottle Depot  
7960 River Road

604-244-0008

Regional Recycling  
13300 Vulcan Way

1-855-701-7171

Rona  
7111 Elmbridge Way

604-273-4606

Complete list of accepted items: [productcare.org](http://productcare.org) or 1-877-592-2972 ext. 407.

**LUBRICATING OIL (USED), OIL FILTERS AND PLASTIC OIL CONTAINERS****DROP-OFF LOCATION****PHONE**

Richmond Recycling Depot  
5555 Lynas Lane


604-276-4010

Accepted items: 604-732-9253 or  
[interchangerecycling.com/find-a-recycling-centre](http://interchangerecycling.com/find-a-recycling-centre).

**MATTRESSES AND BOXSPRINGS****DROP-OFF LOCATION****PHONE**

 City of Vancouver Landfill  
5400 72nd Street, Delta

604-873-7000

 Vancouver Transfer Station  
377 W. Kent Avenue N.,  
Vancouver

604-873-7000

Richmond's Large Item Pick Up Program: Contact  
Sierra Waste at 604-270-4722. Some restrictions  
apply. Program details: [richmond.ca/largeitem](http://richmond.ca/largeitem).





### MEDICAL DEVICES AND EQUIPMENT

DROP-OFF LOCATION	PHONE
Richmond Recycling Depot 5555 Lynas Lane	604-276-4010
OK Bottle Depot 145-5751 Cedarbridge Way	604-244-0008
Regional Recycling 13300 Vulcan Way	1-855-701-7171



### MUSICAL INSTRUMENTS (ELECTRONIC)

DROP-OFF LOCATION	PHONE
Richmond Recycling Depot 5555 Lynas Lane	604-276-4010
OK Bottle Depot 145-5751 Cedarbridge Way	604-244-0008
Regional Recycling 13300 Vulcan Way	1-855-701-7171



### PAINT AND PAINT AEROSOL CONTAINERS

DROP-OFF LOCATION	PHONE
Richmond Recycling Depot 5555 Lynas Lane	604-276-4010
Ironwood Bottle & Return-It Depot 110-11020 Horseshoe Way	604-275-0585
Regional Recycling 13300 Vulcan Way	1-855-701-7171

Complete list of accepted items: [productcare.org](http://productcare.org) or 1-877-592-2972 ext. 405.



### PHARMACEUTICAL DROP-OFF LOCATION

All pharmacies accept leftover or outdated prescription drugs, non-prescription medications, herbal products, mineral supplements, vitamin supplements and throat lozenges for safe disposal.

For a list of pharmacies and/or drugs, medications, herbal products and mineral supplements accepted, visit [healthsteward.ca/returning-medications](http://healthsteward.ca/returning-medications) or call 604-732-9253.

*Note: Please do not wash these items down the drain or throw them in the garbage.*



### POLYSTYRENE (STYROFOAM™) - MOLDED PACKAGING & FOOD CONTAINERS

DROP-OFF LOCATION	PHONE
Richmond Recycling Depot 5555 Lynas Lane	604-276-4010
Ironwood Bottle & Return-It Depot 110-11020 Horseshoe Way	604-275-0585
London Drugs (only accepts materials purchased in-store) 5971 No. 3 Road 3080-11666 Steveston Highway	604-448-4811 604-448-4852
Queensborough Landing Return-It Depot Unit A-409 Boyne Road, New Westminster	604-540-4467



### POLYSTYRENE (STYROFOAM™) - PEANUTS/CHIPS

DROP-OFF LOCATION	PHONE
Packaging Depot 6360 Kingsway, Burnaby 5524 Cambie Street, Vancouver	604-451-1206 604-325-9966



### PROPANE TANKS: Refillable & Disposable

DROP-OFF LOCATION	PHONE
Richmond Recycling Depot 5555 Lynas Lane	604-276-4010
City of Vancouver Landfill 5400 72nd Street, Delta	604-873-7000

*Note: Free drop-off of up to four disposable tanks and two refillable tanks.*



### OUTDOOR POWER EQUIPMENT

DROP-OFF LOCATION	PHONE
Richmond Recycling Depot 5555 Lynas Lane	604-276-4010
Regional Recycling 13300 Vulcan Way	1-855-701-7171



### SEWING, KNITTING & TEXTILE MACHINES

DROP-OFF LOCATION	PHONE
Richmond Recycling Depot 5555 Lynas Lane	604-276-4010
Ironwood Bottle & Return-It Depot 110-11020 Horseshoe Way	604-275-0585
OK Bottle Depot 145-5751 Cedarbridge Way	604-244-0008
Regional Recycling 13300 Vulcan Way	1-855-701-7171



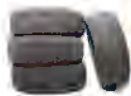
**TELUS EQUIPMENT (RENTAL OR RETAIL)****DROP-OFF LOCATION**

All TELUS rental or retail equipment such as cordless/corded phones, Voice Over IP (VOIP) phones, Global Positioning System (GPS) equipment and video/telephone conference equipment can be returned via Canada Post. Call 604-310-2255 for more information.

**THERMOSTATS****DROP-OFF LOCATION PHONE**

Richmond Recycling Depot 5555 Lynas Lane	604-276-4010
Andrew Sheret Ltd. 4500 Vanguard Road	604-278-3766
Cape Construction (2001) Ltd. 633-5960 No. 6 Road	604-232-8608
Vancouver Zero Waste Centre (maximum 2) 8588 Yukon Street, Vancouver	604-873-7000

Drop-off locations: [hrai.ca/public-drop-off-locations](http://hrai.ca/public-drop-off-locations) or 1-800-267-2231 ext 224.

**TIRES – VEHICLES (OFF-RIM UNLESS NOTED)****DROP-OFF LOCATION PHONE**

Richmond Recycling Depot 5555 Lynas Lane	604-276-4010
Canadian Tire 3500 No. 3 Road 11388 Steveston Highway	604-273-2939 604-271-6651
Kal Tire (limit of 4) 2633 No. 5 Road	604-278-9181
Metro Tires Ltd. 16160 River Road	604-321-9004
OK Tire (limit of 4 per household) 5831 Minoru Boulevard	604-278-5171
Cee Gees Auto Recycling (limit of 4) 12320 Mitchell Road	604-321-0888
Vancouver Landfill (Passenger/light truck, with/without rims, limit of 10) 5400 72nd Street, Delta	604-873-7000

Richmond's Large Item Pick Up Program: Contact Sierra Waste at 604-270-4722. Some restrictions apply. Program details: [richmond.ca/largeitem](http://richmond.ca/largeitem).

Complete list of locations: [tsbc.ca/recycle-your-tires/](http://tsbc.ca/recycle-your-tires/) or 1-866-759-0488.

All retail locations accept a used tire for a new one purchased.

**TIRES AND TUBES – BICYCLES****DROP-OFF LOCATION PHONE**

Richmond Recycling Depot 5555 Lynas Lane	604-276-4010
Cap's/Krusty's Bicycles 135-8460 Alexandra Road	604-270-2020
Village Bikes (small amounts) 3891 Moncton Street	604-274-3865

List of locations: [tsbc.ca/bike.php](http://tsbc.ca/bike.php) or 1-866-759-0488.

**TOOLS - POWER (ELECTRONIC & ELECTRICAL)****DROP-OFF LOCATION PHONE**

Richmond Recycling Depot 5555 Lynas Lane	604-276-4010
Ironwood Bottle & Return-It Depot 110-11020 Horseshoe Way	604-275-0585
OK Bottle Depot 145-5751 Cedarbridge Way	604-244-0008
Regional Recycling 13300 Vulcan Way	1-855-701-7171

**TOYS (ELECTRONIC & ELECTRICAL) INCLUDING VIDEO GAMING SYSTEMS & ACCESSORIES****DROP-OFF LOCATION PHONE**

Richmond Recycling Depot 5555 Lynas Lane	604-276-4010
Best Buy 700-5300 No. 3 Road	604-273-7335
Ironwood Bottle & Return-It Depot 110-11020 Horseshoe Way	604-275-0585
OK Bottle Depot 145-5751 Cedarbridge Way	604-244-0008
Regional Recycling 13300 Vulcan Way	1-855-701-7171

**UPHOLSTERED FURNITURE (COUCHES, ARMCHAIRS, ETC)****DROP-OFF LOCATION PHONE**

Richmond Recycling Depot 5555 Lynas Lane	604-276-4010
City of Vancouver Landfill 5400 72nd Street, Delta	604-873-7000

Richmond's Large Item Pick Up Program: Contact Sierra Waste at 604-270-4722. Some restrictions apply. Program details: [richmond.ca/largeitem](http://richmond.ca/largeitem).



Our thanks go to Richmond residents who have helped us divert the majority of our household waste from the landfill through consistent recycling, as well as their continued efforts to reduce waste.

Together, we are making continuous improvements that support a circular economy and more sustainable waste management.





## **CITY OF RICHMOND**

Environmental Programs Information Line:  
604-276-4010

[richmond.ca/recycle](http://richmond.ca/recycle)



Printed on Rolland Enviro Print, which contains 100% post-consumer recycled fibre, is FSC Certified and is acid- and elemental chlorine-free.





# City of Richmond

## Report to Committee

**To:** Public Works & Transportation Committee

**From:** Peter Russell,  
Director, Sustainability and District Energy  
Suzanne Bycraft,  
Director, Public Works Operations

**Date:** April 17, 2024

**File:** 10-6125-01/2024-Vol 01

**Re:** **Public Electric Vehicle Charging Network – Use of Proceeds from Low Carbon Fuel Standard (LCFS) Credits**

### Staff Recommendations

That, as described in the report titled “Public Electric Vehicle Charging Network – Use of Proceeds from Low Carbon Fuel Standard (LCFS) Credits”, from the Director, Sustainability and District Energy and Director, Public Works Operations, dated April 17, 2024:

1. Staff be authorized to sell LCFS carbon credits at the highest value to the City;
2. Revenue from the sale of LCFS carbon credits be put into the City’s Carbon Tax Provision account and be reserved for capital and operating costs related to the installation and maintenance of new electric vehicle charging stations;
3. The Chief Administrative Officer and General Manager, Finance and Corporate Services be authorized to enter into an agreement for the sale, aggregation and/or contract to sell LCFS carbon credits; and
4. Staff report back in three years updating Council on use of revenue generated from the sale of LCFS carbon credits to expand the City’s EV charging infrastructure.

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

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

Att. 2

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



## Staff Report

### Origin

This report provides an overview of the provincial Low Carbon Fuel Standard's (LCFS) carbon credit market and requests authorization to conduct a sale of LCFS carbon offset credits that the City accumulated in a four year period, from January 2020 to December 2023. Accumulated credits correspond to the reduction in gasoline and diesel consumption resulting from vehicles charging at the City's public and fleet electric vehicle (EV) charging network. Staff are seeking Council direction on the overall use of the credits, and allocation of revenue from the sale of LCFS credits. This pertains both to credits earned to date and for future credits generated until the scheduled conclusion of the LCFS carbon offset market in 2030.

At the General Purposes meeting on December 18, 2019, Council received a report titled "Parking Stall Fees at City-Owned Electric Vehicle Charging Stations". This report recommended fees for users of the city-owned EV charging network based on a cost-recovery approach. The proposed fees were intended to recover costs for electricity, annual operation and maintenance associated with the public charging network. The fees were not designed to generate revenue for expansion of the network.

At the General Purposes meeting on January 20, 2020, Council received a report titled "Comments on the BC Zero Emission Vehicles (ZEV) Act Regulations Intentions Paper" which contained staff comments urging the Province to reduce the number of credits issued for Zero Emission Vehicles (ZEVs) to be used for compliance with the ZEV Act. The new ZEV sales credits addressed in that report are different from, and not exchangeable with, the EV charging credits for LCFS compliance addressed in this report.

This report supports Council's Strategic Plan 2022-2026 Focus Area #2 Strategic and Sustainable Community Growth:

*Strategic and sustainable growth that supports long-term community needs and a well-planned and prosperous city.*

*2.3 Ensure that both built and natural infrastructure supports sustainable development throughout the city.*

*2.4 Enhance Richmond's robust transportation network by balancing commercial, public, private and active transportation needs.*

This report supports Council's Strategic Plan 2022-2026 Focus Area #5 A Leader in Environmental Sustainability:

*Leadership in environmental sustainability through innovative, sustainable and proactive solutions that mitigate climate change and other environmental impacts.*

*5.1 Continue to demonstrate leadership in proactive climate action and environmental sustainability.*



This report supports the implementation of Richmond's Community Energy and Emissions Plan (CEEP) 2050, and Official Community Plan emission reduction policies through:

**Strategic Direction 2:** Transition to Zero Emission Vehicles

Action Category: ☒ Build out a network of public EV charging stations at civic facilities to accelerate rate of local EV adoption

This report also supports the Sustainable Green Fleet Policy by maximizing the use of alternative fuels and technologies, and minimizing emissions and fuel consumption where practicable.

**Analysis**

BC Low Carbon Fuel Standard and Carbon Credit Market

The Province of BC has implemented a Low Carbon Fuel Standard (LCFS) to reduce greenhouse gas (GHG) emissions from the transportation sector as part of the larger CleanBC strategy to address climate change. The LCFS is a regulatory framework with the objective of reducing reliance on non-renewable transportation fuels in BC, and spurring the growth of low-carbon fuel alternatives in the transportation sector, such as, light-, medium- and heavy-duty electric vehicles. The LCFS sets increasingly stringent annual carbon intensity limits for gasoline and diesel fuels from 2022 until 2030<sup>1</sup>. Of note, the federal and provincial government have mandated that all new light-duty vehicle sales must be zero emission vehicles (ZEVs) by 2035, increasing the need for EV charging infrastructure.

The LCFS allows regulated fuel suppliers in BC to purchase GHG emission offsets as an alternative to investing in measures that would directly reduce emissions from the production and combustion of gasoline and diesel fuels. Accordingly, a credit trading system has been created within the LCFS that allows fuel suppliers to acquire carbon offsets by purchasing the GHG emission reductions achieved when battery electric and plug-in hybrid vehicles charge with near zero emission electricity at EV charging stations. Suppliers that deploy EV charging systems, including municipalities with public EV charging facilities, earn credits for the clean energy delivered to vehicles using their facilities. These credits can then be sold to LCFS regulated transportation fuel suppliers. Because the LCFS market came into operation in 2020, all electricity provided by the City's EV charging network since this date is eligible for conversion into carbon credits.

Use of City's Public and Fleet EV Charging Network (2018-2023)

The City's public and fleet EV charging network has grown over the past five years, and currently comprises 114 chargers (see Figure 1 showing monthly utilization levels from January 2018 to December 2023). Starting in 2018, staff observed an accelerating growth in the amount of electricity provided to ZEVs through to March 2020. Shortly after a drop in use of the City's public EV chargers occurred, which persisted until mid-2021. Causal factors for this included onset of the COVID pandemic, introduction of fees for the City's public charging network, and the opening of Tesla's large 'supercharger' facility at Richmond Centre.

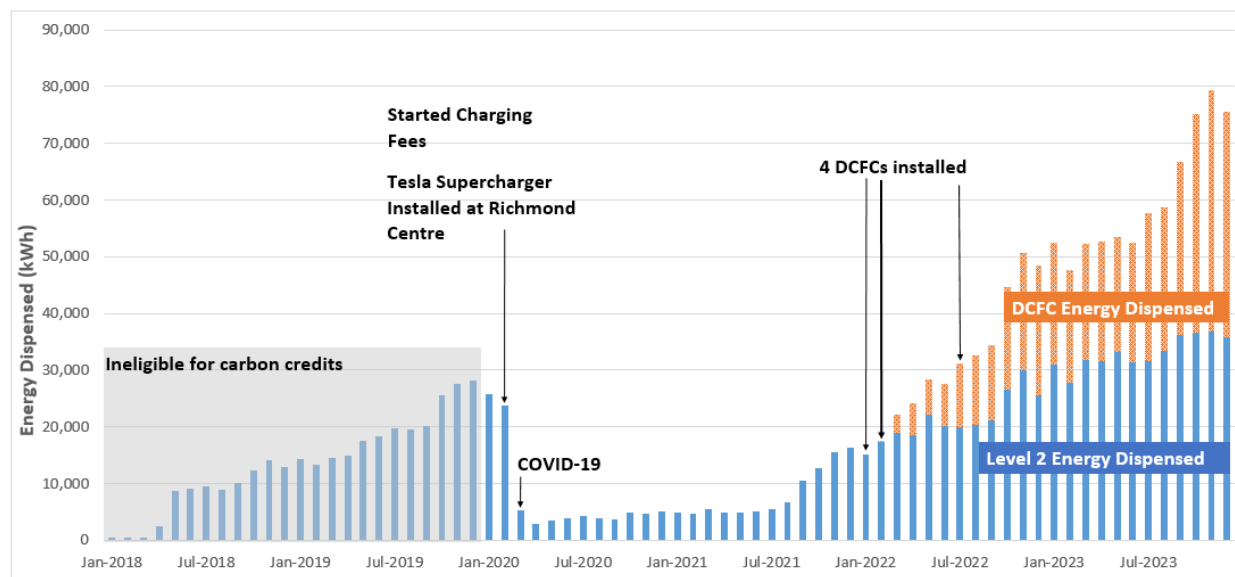
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<sup>1</sup> Measured in grams of CO<sub>2</sub>e per mega joule of energy consumed.



However, by the second half of 2021, use of the City’s public charging network rebounded, driven by easing of pandemic restrictions, ongoing increase in the number of electric vehicles within Richmond, and expanding number of City-owned EV charging stations. Overall charging activity on the City’s network had recovered to pre-COVID levels by mid-2022, and has more than doubled again by fall 2023.

**Figure 1: Use of the City’s Public & Fleet EV Charging Network (2018-2023)**



### Monetizing EV Charging Credits through LCFS

Between January 2020 and the end of 2022, the City of Richmond’s public and fleet EV charging system provided 488 MWh of electricity, generating 434 LCFS offset credits. In 2023 alone, the City’s charging network provided an additional 724 MWh to ZEVs. Using the November 2023 average price per credit of \$490, staff estimate that the 1.21 GWh of electricity provided during the 2020-2023 period would result in 1057 credits with an estimated market credit value of \$517,930.

To monetize the credits generated through the City’s EV charging network, two options are available. The first option involves a direct sale or transfer of credits to a fuel supplier at a mutually agreed-upon amount per credit. This approach is straightforward and allows the City to negotiate directly with purchasers, ensuring a transparent transaction and a predetermined value for the credits. The second option entails contracting an ‘aggregator’ to act on the City’s behalf. In this scenario, the aggregator consolidates credits from various organizations and sells them as a collective batch to purchasers. There is no definitive “best approach” to sell credits as market conditions fluctuate; the most advantageous option for the City may be different each time the City sells credits.

Should Council endorse the recommendations, staff will initiate a procurement process to strategically choose between direct sales to fuel suppliers or utilizing an aggregator, aiming to maximize the value of credits and selecting the most advantageous method for each transaction. The Chief Administration Officer and General Manager, Finance and Community Services will



oversee and approve such transactions ensuring the City receives the highest value. Staff will update Council annually detailing the quantity of credits generated and any sales conducted.

#### Use of Revenue Proceeds from LCFS Carbon Market

Staff recommend that revenue from the sale of credits be reinvested to support ongoing expansion of City's public and fleet charging network. Staff will bring forward opportunities to add EV chargers in the annual capital budget process to support continued expansion of the City's public and fleet EV charging network.

New 'on-the-go' public charging will preferentially be installed in areas of Richmond with relatively high numbers of residents who do not currently have easy access to charging at home. Doing so will maximize the percentage of Richmond households that can easily access charging opportunities, thereby accelerating the pace of EV adoption. Locations will also be based on existing electrical capacity and site constraints.

Staff note that there is currently no dedicated capital funding for the expansion of the EV charging network; all previous expansions were largely achieved through provincial and federal grants. Further expansion of the City's EV charging network is expected to generate additional LCFS offset credits relative to current levels. Reinvestment of this revenue into the City's public and fleet EV charging network could move the City towards a self-financing model through to 2030, when the LCFS program is anticipated to end.

Staff are developing a scope of work for an e-mobility strategy that involves a financial analysis of the current EV charging network and a feasibility study for expansion, incorporating existing EV-ready policies. The aim is to model the required number of chargers, considering the anticipated increase in zero-emission vehicles (ZEVs) within the City.

#### Canada's Clean Fuel Regulation

Similar to the LCFS, the Canadian Clean Fuel Standard (CFS) is a regulatory framework aimed at reducing greenhouse gas emissions associated with the production and use of transportation fuels. The CFS establishes carbon intensity targets for each fuel type requiring suppliers to decrease the carbon intensity of their products over time. Staff are researching the implications and potential benefits of the CFS. The CFS credit market started in June 2022 and the first credit transactions began one year later in June 2023. While credits under CFS cannot be claimed retroactively, preliminary findings suggest potential credit opportunities, particularly from the City's deployment of EV chargers and the utilization of propane for fleet vehicles. It may also be possible to claim credits under both the British Columbia Low Carbon Fuel Standard and the Canadian Clean Fuel Regulation. Staff are in conversation with the City's EV charger provider and staff from the federal government, and staff will update Council once clear opportunities within CFS credit market are determined.

#### **Financial Impact**

The value of LCFS credits is demand-driven and fluctuates. As of November 2023, each credit was valued at \$490. At this estimated market price, the total LCFS carbon offsets generated by the



City's public and fleet EV charging network in 2020-2023 would be \$517,930, of which \$305,270 came from offsets generated in 2023 alone. These proceeds would be allocated to the Carbon Tax Provision account to support ongoing reinvestment of these proceeds in new EV charging stations. These proceeds would reduce the amount of capital and operating costs required from other City budgets.

### **Conclusion**

The City's EV charging network serves as a key component of the City's commitment to achieve deep emission reduction targets for transportation for 2030 and 2050 as set out in the CEEP 2050. BC's near zero emission grid electricity provided to ZEVs through the City's chargers generates Low Carbon Fuel Standard (LCFS) credits, since this electricity replaces the use of gasoline and diesel by vehicles.

Staff are recommending that GHG emission reduction credits generated by the City's EV charging network be sold to purchasers seeking to meet their obligations under the Provincial Low Carbon Fuel Standard, and that revenue realized through the sale of LCFS credits be invested in further expansions of the City's public and fleet EV charging network. Staff will update Council annually via memo on total credits generated and any carbon credits sold.



Arzan Balsara  
Senior Climate Action Specialist  
(604-247-4615)

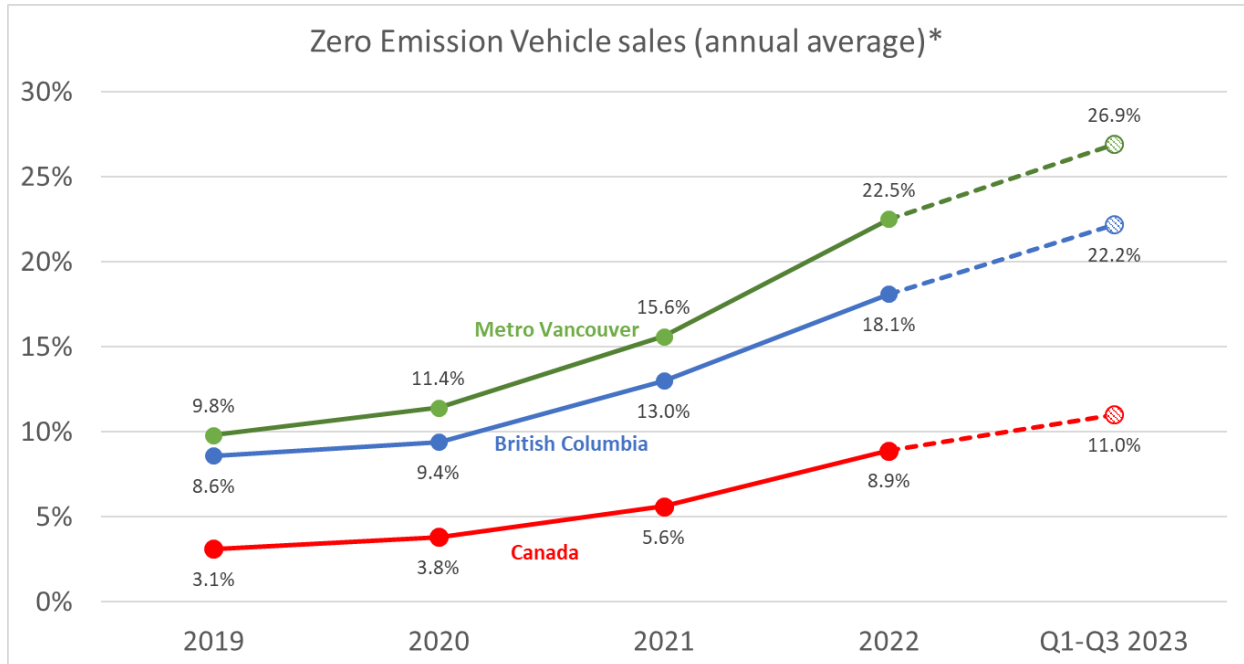


Owen Sinclair  
Fleet Manager, Public Works Operations  
(604-233-3301)

- Att. 1: Market adoption of Zero Emission Vehicles (ZEVs)  
2: Value of LCFS Carbon Offset Credits over time



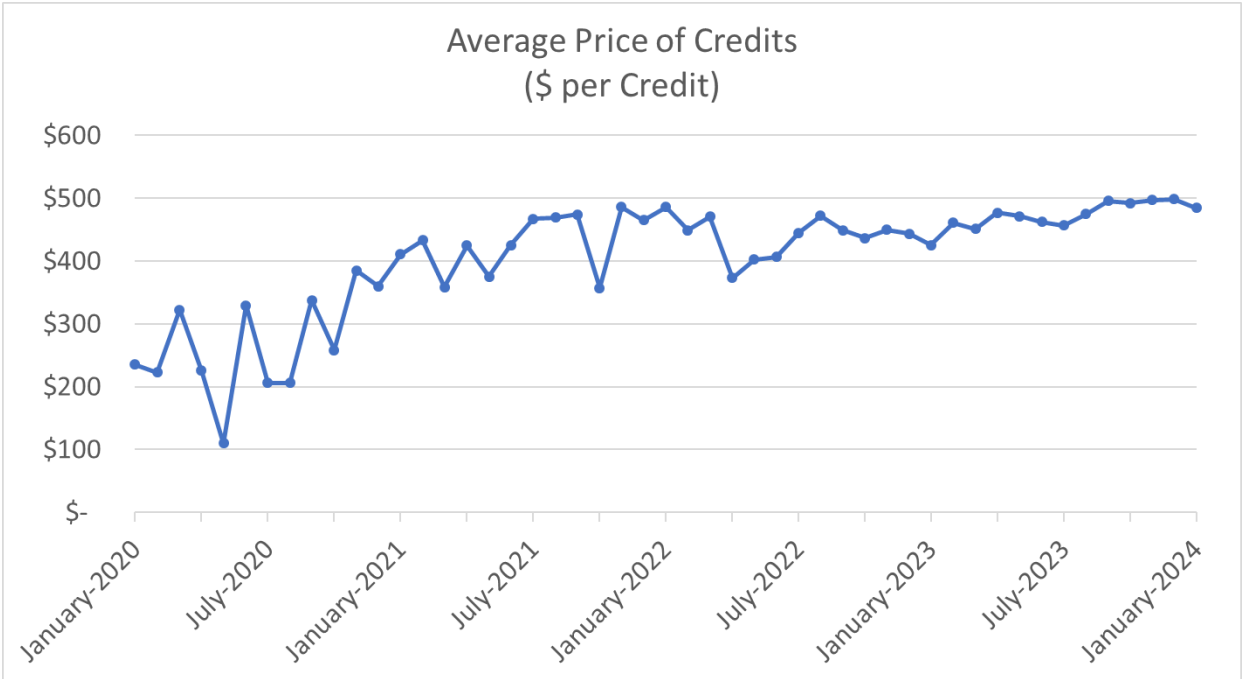
Market adoption of Zero Emission Vehicles (ZEVs)



\* % of light-duty vehicle sales in Canada, British Columbia and Metro Vancouver



Value of LCFS Carbon Offset Credits over time







# City of Richmond

## Bylaw 10504

### Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 10504

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 by adding the content of the table in Schedule A attached to and forming part of this bylaw, to "Schedule – Building Regulation Bylaw No. 7230" in Bylaw No. 8122 in numerical order.
2. This Bylaw is cited as "Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 10504".

FIRST READING

MAR 25 2024


SECOND READING

MAR 25 2024

THIRD READING

MAR 25 2024

ADOPTED

CITY OF RICHMOND
APPROVED for content by originating dept.

APPROVED for legality by Solicitor
BRB

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER



## Schedule A to Bylaw No. 8122

Schedule – Building Regulation Bylaw No. 7230 (2002)								
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	
Building Regulation Bylaw No. 7230	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a	
	Failure to remove a temporary building after a period of one year or as directed by the building inspector.	7.3.1	No	\$500.00	\$475.00	\$525.00	n/a	
	Failure to obtain an occupancy certificate prior to occupying a building, except as permitted under Section 13.7	13.13	No	\$500.00	\$475.00	\$525.00	n/a	





# City of Richmond

## Bylaw 10505

### **Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 10505**

The Council of the City of Richmond enacts as follows:

1. Municipal Ticket Information Authorization Bylaw No. 7321, as amended, is further amended by adding the content of the table in Schedule A attached to and forming part of this bylaw, to Schedule B1 in Bylaw 7321 in numerical order.
2. This Bylaw is cited as “**Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 10505**”.

FIRST READING

MAR 25 2024

SECOND READING

MAR 25 2024


THIRD READING

MAR 25 2024

ADOPTED

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

CITY OF RICHMOND
APPROVED for content by originating dept.

APPROVED for legality by Solicitor
BRB



**SCHEDULE B 1****Building Regulation Bylaw No. 7230**

Column 1

Column 2

Column 3

**Offence****Bylaw Section Fine**

Failure to remove a temporary building after a period of one year or as directed by the building inspector.

7.3.1

\$1,000

Failure to obtain an occupancy certificate prior to occupying a building, except as permitted under Section 13.7

13.13

\$1,000





**Building Regulation Bylaw No. 7230,  
Amendment Bylaw No. 10506**

The Council of the City of Richmond enacts as follows:

1. Building Regulation Bylaw No. 7230, as amended, is further amended by deleting Section 2.2.1(d) and replacing it with the following:

“2.2.1(d) occupy or permit occupancy of a **building** or **structure** until the **building inspector** has issued an occupancy certificate for it, except as permitted under Section 13.7;”
2. Building Regulation Bylaw No. 7230, as amended, is further amended at Section 5.5 Permit Fee Requirements by deleting subsection 5.5.3 and replacing it with the following:

“5.5.3 Where an **owner** proposes to modify a **building** or **structure** design, **plumbing** design, or **gas** design which is the subject of an existing permit and the value of **construction** is not increased by such modification, the **owner** must submit the proposed modifications for plan review and pay a **building permit fee**, **plumbing permit fee**, or **gas permit fee** respectively, based on the plan review hourly rate in the amount set from time to time in the Consolidated Fees Bylaw No. 8636. Such fee is in addition to any fees payable pursuant to section 5.5.1 or any other section of this bylaw.”
3. Building Regulation Bylaw No. 7230, as amended, is further amended at Section 5.5 Permit Fee Requirements by adding the following after subsection 5.5.5:

“5.5.6 Where an **owner** proposes to modify, amend or change components of an instream application for a **building permit**, **plumbing permit** or **gas permit** that has already been reviewed by the **City**, other than as requested by the **City**, the **owner** must submit such modifications, amendments or changes for review and pay a **building permit fee**, **plumbing permit fee** or **gas permit fee** respectively based on the plan review hourly rate in the amount set from time to time in the Consolidated Fees Bylaw No. 8636. Such fee is in addition to any fees payable pursuant to section 5.5.1 or any other section of this bylaw.

5.5.7 Where an **owner** proposes to modify a **building** or **structure** design, **plumbing** design or **gas** design which is the subject of an existing permit and the value of **construction** is increased by such modification, the **owner** must submit the proposed modifications for plan review and pay a **building permit fee**, **plumbing permit fee** or **gas permit fee** respectively, in an amount equal to the greater of:



- (a) the plan review hourly rate in the amount set from time to time in the Consolidated Fees Bylaw No. 8636; and
  - (b) the applicable permit fee in the amount set from time to time in the Consolidated Fees Bylaw No. 8636.”
- 4. Building Regulation Bylaw No. 7230, as amended, is further amended at Part 5: Permits by deleting section 5.10 Expiration of Permits and replacing it with the following:
 

**“5.10 Expiration of Permits**

5.10.1 Subject to Section 5.11, every **building permit, gas permit or plumbing permit** is issued upon the condition that the permit shall expire and the rights of the **owner** under the permit shall terminate if:

  - (a) the work authorized by the permit has not been verified to have commenced by a **building inspector, gas inspector, or plumbing inspector**, as applicable, through an inspection requested by the **owner** in accordance with Part 13, within 180 days from the date of issue of the permit;
  - (b) the work authorized by the permit is discontinued or suspended for a period of more than 180 days from the date of the last inspection by a **building inspector, gas inspector, or plumbing inspector**, respectively; or
  - (c) the work authorized by a permit associated with a **one-family dwelling or two-family dwelling** is started and not completed within two years of the original date of the permit or such other period of time as the **City** may specify in the permit.

5.10.2 Where a permit has expired under the provisions of clauses (b) or (c) of subsection 5.10.1, any inspections completed prior to the expiration of such permit remain valid and in effect.

5.10.3 For the purposes of Section 5.10.1(b), work authorized by a permit shall be deemed to have been discontinued or suspended for a period of more than 180 days if the **owner** has not requested an inspection for such work in accordance with Part 13 within such period of time.”
- 5. Building Regulation Bylaw No. 7230, as amended, is further amended at subsection 5.11.1(b) by deleting the words “within 30 days of” and replacing them with the words “within the 30 days prior to”.
- 6. Building Regulation Bylaw No. 7230, as amended, is further amended at Section 5.11 by adding the following after subsection 5.11.1:
 

**“5.11.2** Where **construction, gas work or plumbing** authorized under a permit has commenced, the **building inspector, the gas inspector, and the plumbing**



**inspector** may extend a **building permit**, a **gas permit** or a **plumbing permit** respectively, for one period of not greater than 180 days, provided that:

- (a) an application to extend the permit is made within 180 days from the date of the last inspection;
- (b) the **building inspector**, the **gas inspector**, or the **plumbing inspector**, respectively, is satisfied that construction has been discontinued due to unanticipated adverse weather, strikes, material or labour shortages, or other hardship (other than financial or economic hardship) beyond the **owner's** control; and
- (c) the permit extension fees in the amount set from time to time in the Consolidated Fees Bylaw No. 8636 have been paid.

5.11.3 For the purposes of Section 5.11, **construction**, **gas work**, or **plumbing work**, is only considered to have commenced if the work authorized by the permit has been verified to have commenced by a **building inspector**, **gas inspector**, or **plumbing inspector**, as applicable, through an inspection requested by the **owner** in accordance with Part 13, within 180 days from the date of issue of the permit.”

7. Building Regulation Bylaw No. 7230, as amended, is further amended at Part Five: Permits by adding the following after subsection 5.15:

**“5.16 Expiration of Application for a Permit**

5.16.1 Subject to the provisions of Section 5.17, an **owner** shall comply with all the necessary requirements to complete an application for a **building permit**, **gas permit**, or **plumbing permit** within:

- (a) 60 days of the date review comments were provided by the **City** to the **owner** for an application for work associated with a **one-family dwelling** or **two-family dwelling** and requiring a permit; or
- (b) 90 days of the date review comments were provided by the **City** to the **owner** for an application for work other than as described in Section 5.16.1(a).

5.16.2 Subject to the provisions of Section 5.17, if an **owner** fails to comply with the requirements of Section 5.16.1, the application for a **building permit**, **gas permit**, or **plumbing permit** shall expire.

**5.17 Extension of Application for a Permit**

5.17.1 The **building inspector**, the **gas inspector**, and the **plumbing inspector** may extend an application for a **building permit**, **gas permit** or **plumbing permit** respectively, for a period of not greater than 180 days from the expiration date of the original application, provided:



(a) the application to extend the application is made within the 30 days prior to the application expiration date; and

(b) the applicable inspector determines that the failure to complete the requirements of the original application for such permit was reasonable in the circumstances.

5.17.2 An application for a **building permit, gas permit or plumbing permit** which has been renewed pursuant to Section 5.17.1 must comply with any amendments made to this bylaw since the date of receipt of the original application by the City.

5.17.3 The **building inspector, gas inspector, and plumbing inspector**, respectively, may, at their sole discretion, in extenuating circumstances, extend an application for a **building permit, gas permit or plumbing permit** respectively, on such terms and conditions as the determined by such inspector.”

8. Building Regulation Bylaw No. 7230, as amended, is further amended at Part Seven: Temporary Buildings For Occupancy, by adding the following after Section 7.2:

**“7.3 Removal of Temporary Structure**

7.3.1 An **owner** must remove a temporary **building or structure** constructed pursuant to a permit issued under Section 7.2.1 on or before the first anniversary of the date of issuance of an occupancy certificate for such **building or structure**, or as otherwise directed by the **building inspector**.”

9. Building Regulation Bylaw No. 7230, as amended, is further amended by deleting the words **“provisional occupancy”** wherever they are used in sections 10.1.2 and 10.2.3, and replacing them with the words “provisional occupancy”.
10. Building Regulation Bylaw No. 7230, as amended, is further amended at Section 13.7.1 by deleting the following words “; other than a **building or structure** used or intended to be used as a **one-family or two-family dwelling**”.
11. Building Regulation Bylaw No. 7230, as amended, is further amended by deleting the word **“occupancy”** wherever it is used in section 13.7, and replacing it with the word “occupancy”.
12. Building Regulation Bylaw No. 7230, as amended, is further amended at Section 13.7 Provisional Occupancy and Provisional Plumbing Compliance, by adding the following after subsection 13.7.5:

“13.7.6 The **building inspector and plumbing inspector**, respectively, may revoke an inspection notice for provisional occupancy or provisional **plumbing** compliance for failure to comply with any conditions of the notice.”



13. Building Regulation Bylaw No. 7230, as amended, is further amended at PART THIRTEEN: INSPECTIONS, by adding the following after subsection 13.12:

“13.13 Subject to section 13.7, no person may occupy a **building** or **structure**, or part of a **building** or **structure** that is subject to a permit, until an occupancy certificate has been issued by the **building inspector** for such **building** or **structure**, or the part of such **building** or **structure** that was subject to the permit, after completion of **construction**.

13.14 An occupancy certificate will not be issued unless

- (a) all letters of assurance have been submitted when required in accordance with this bylaw;
- (b) all aspects of the work requiring inspection and acceptance pursuant to Part 13 of this bylaw have both been inspected and accepted or the inspections and acceptance are not required in accordance with this bylaw;
- (c) if required by the **building inspector**, the **owner** has provided to the **City** a **building** survey prepared by a British Columbia Land Surveyor showing the building height, size, location and elevation determined in accordance with the **City**'s land use regulations; and
- (d) all other documentation required under applicable enactments has been delivered to the **City**.

13.15 The **building inspector** may withhold an occupancy certificate until the **building**, **structure** or part thereof complies with this bylaw, the **building code** and any other applicable bylaws or enactments.”

14. Building Regulation Bylaw No. 7230, as amended, is further amended at subsection 16.1, by deleting the definitions of “One-Family Dwelling”, “Owner” and “Two-Family Dwelling” and replacing them with the following:

**“ONE-FAMILY DWELLING** means a detached **building** or **structure** used exclusively for residential purposes, containing one dwelling unit only, or one dwelling unit and a **secondary suite**.

**OWNER** means the registered owner in fee simple, and also where the context or circumstances so require:

- (a) the tenant for life under a registered life estate;



- (b) the strata corporation in the case of a lot under strata ownership;
- (c) a registered holder of the last registered agreement for sale; and
- (d) an **agent**.

**TWO-FAMILY DWELLING**

means a detached **building** or **structure** used exclusively for residential purposes containing two dwelling units only (each of which may contain one **secondary suite**), which is not readily convertible into additional dwelling units and the plans for which have been filed with the **building inspector** showing all areas of the **building** or **structure** finished."

15. Building Regulation Bylaw No. 7230, as amended, is further amended at subsection 16.1, by adding the following definition in alphabetical order:

**"SECONDARY SUITE** means secondary suite as defined in the **zoning bylaw**."

16. This Bylaw is cited as **"Building Regulation Bylaw No. 7230, Amendment Bylaw No. 10506"**.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAR 25 2024

MAR 25 2024

MAR 25 2024

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

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER





City of  
Richmond

Bylaw No. 10225

**Road Closure and Removal of Road Dedication Bylaw No. 10225  
(Portion of Road Adjacent to 8740, 8760, 8780, and 8800 Spires Road)**

The Council of the City of Richmond enacts as follows:

1. The lands legally described as that part of Spires Road dedicated by Plan 21489 Sections 9 and 10, Block 4 North Range 6 West New Westminster District, shown outlined in bold on the Reference Plan EPP115232 prepared by LNLS Metro Vancouver Land Services, with a control number of 164-435-9311, 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; and

This Bylaw is cited as "Road Closure and Removal of Road Dedication Bylaw No. 10225  
(Portion of Road Adjacent to 8740, 8760, 8780, and 8800 Spires Road)".

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAR 25 2024

MAR 25 2024

MAR 25 2024

CITY OF RICHMOND
APPROVED for content by originating dept.

APPROVED for legality by Solicitor


\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER



# SCHEDULE A

FORM\_SPC\_V16

## SURVEY PLAN CERTIFICATION PROVINCE OF BRITISH COLUMBIA

PAGE 1 OF 2 PAGES

Your electronic signature is a representation that you are a British Columbia land surveyor and a subscriber under section 168.6 of the *Land Title Act*, R5BC 1996 c.250. By electronically signing this document, you are also electronically signing the attached plan under section 168.3 of the act.

**Louis Ngan**  
**PWWWWVP**  
Digitally signed by Louis Ngan  
DN: cn=Louis Ngan, o=PWWWWVP  
c=BC, Land Surveyor, email=Louis@LNLS.ca  
www.pwvvp.com/KEY/cn/L  
id=PWWWWVP  
Date: 2022.02.01 14:28:31 -0800

1. BC LAND SURVEYOR: (Name, address, phone number)

Louis Ngan, BCLS

LNLS - Metro Vancouver Land Surveyors

1528 Kingsway

Vancouver

BC V5N 2R9

File: 18860\_04REF

Tel: 604-327-1535

email: louis@LNLS.ca

☐ Surveyor General Certification [For Surveyor General Use Only]

2. PLAN IDENTIFICATION:

Control Number: 164-435-9311

Plan Number: EPP115232

This original plan number assignment was done under Commission #: 743

3. CERTIFICATION:

☒ Form 9

☐ Explanatory Plan

☐ Form 9A

I am a British Columbia land surveyor and certify that I was present at and personally supervised this survey and that the survey and plan are correct.

The field survey was completed on: 2021 September 24 (YYYY/Month/DD)

The plan was completed and checked on: 2021 October 12 (YYYY/Month/DD)

The checklist was filed under ECR#: 254437

☒ None ☐ Strata Form S

☒ None

☐ Strata Form U1

☐ Strata Form U1/U2

Arterial Highway ☐

Remainder Parcel (Airspace) ☐

4. ALTERATION: ☐









**Richmond Zoning Bylaw 8500  
Amendment Bylaw 10357 (RZ 19-870807)  
8740, 8760, 8780, 8800 Spires Road, and the Surplus Portion of the  
Spires Road Road Allowance**

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 **“PARKING STRUCTURE TOWNHOUSES (RTP4)”**.

P.I.D. 101-472-801

Lot 60 Section 9 Block 10 North Range 4 West New Westminster District Plan 21489

P.I.D. 101-472-819

Lot 61 Section 9 Block 10 North Range 4 West New Westminster District Plan 21489

P.I.D. 003-690-962

Lot 62 Section 9 Block 10 North Range 4 West New Westminster District Plan 21489

P.I.D. 101-472-827

Lot 63 Section 9 Block 10 North Range 4 West New Westminster District Plan 21489

and a closed portion of Spire Road dedicated by Plan 21489, Sections 9 and 10 , Block 4 North Range 6 West New Westminster District as shown in Reference Plan EPP 115232.

2. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 10357”**.

FIRST READING

MAR 14 2022

A PUBLIC HEARING WAS HELD ON

APR 19 2022

SECOND READING

APR 19 2022

THIRD READING

APR 19 2022

OTHER CONDITIONS SATISFIED

APR 12 2024

ADOPTED



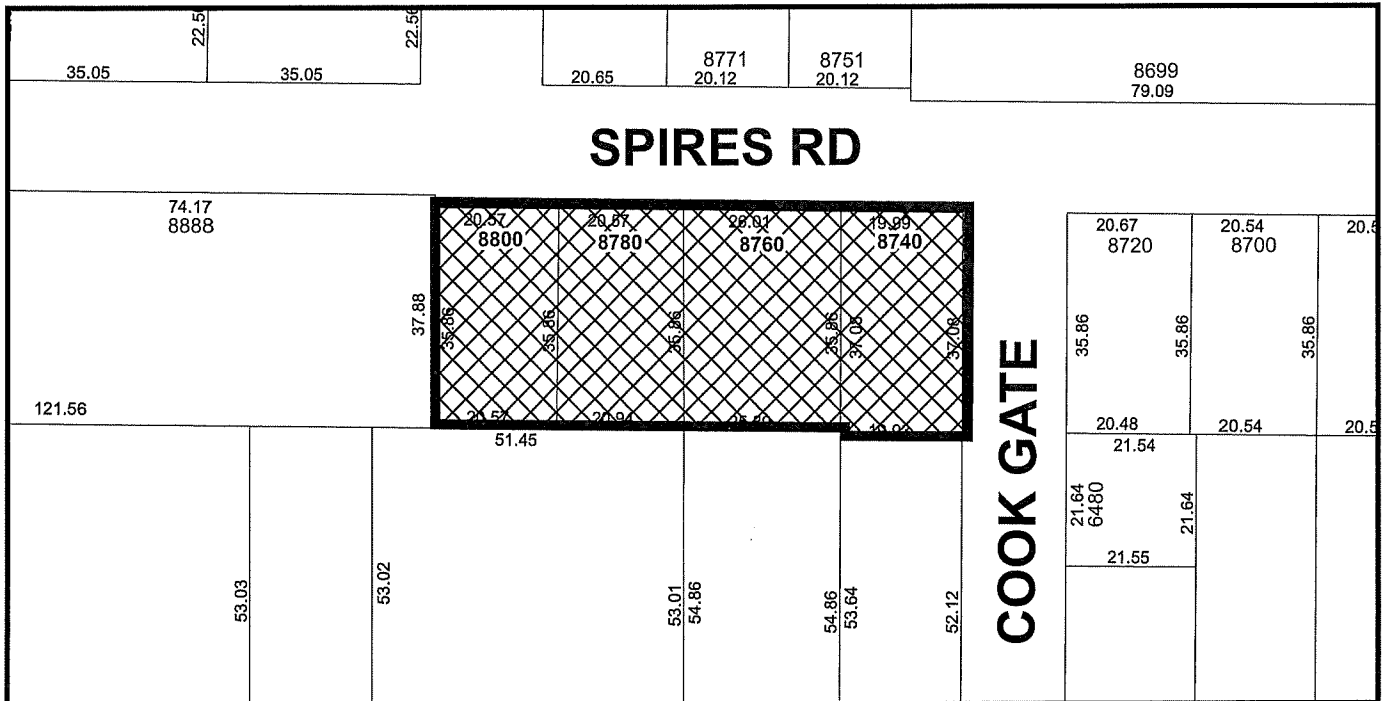
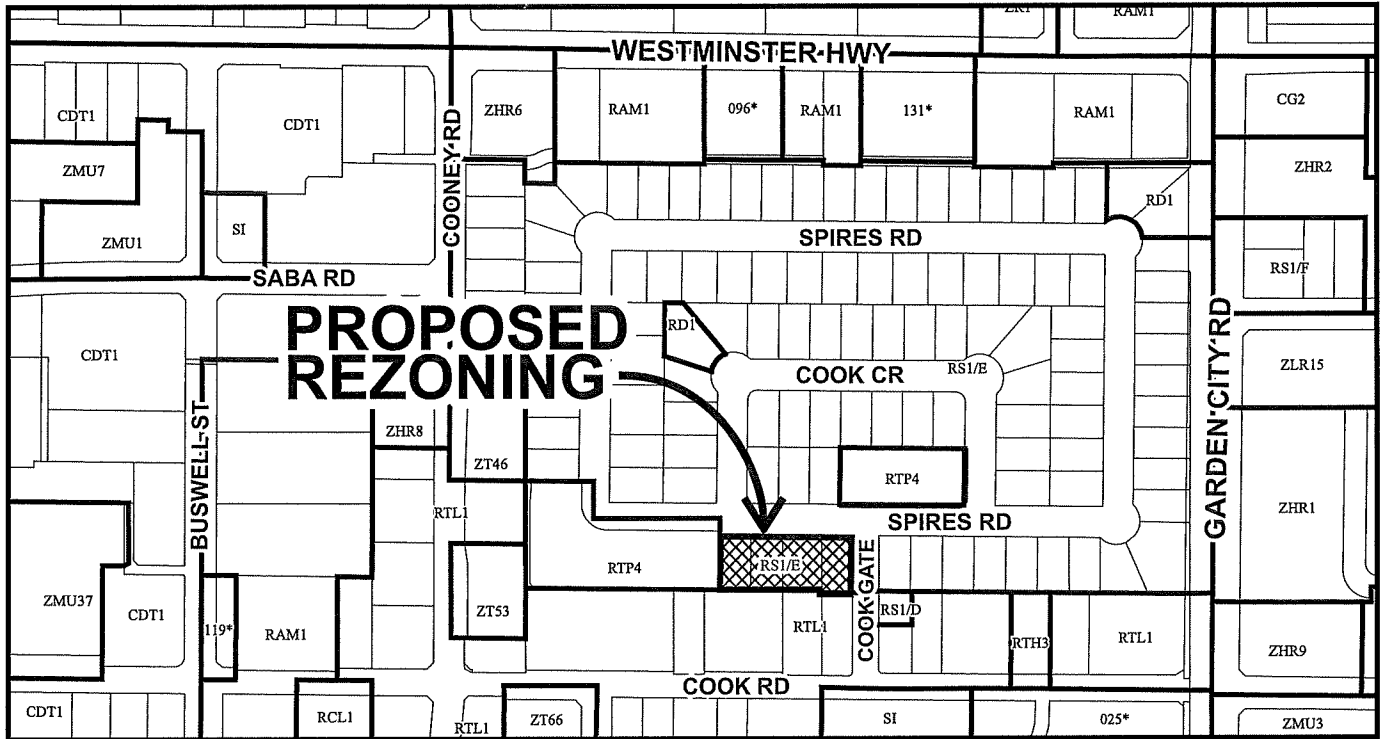
\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER





# City of Richmond



RZ 19-870807

Original Date: 09/10/19

Revision Date: 02/07/22

Note: Dimensions are in METRES





**Richmond Zoning Bylaw 8500  
Amendment Bylaw 10218 (RZ 18-818420)  
8951 & 8971 Spires Road, 8991 Spires Gate, and the Surplus Portion  
of the Spires Road Road Allowance**

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 **“PARKING STRUCTURE TOWNHOUSES (RTP4)”**.

P.I.D. 003-988-040

Lot 71 Section 9 Block 4 North Range 6 West New Westminster District Plan 21489

P.I.D. 003-859-371

Lot 72 Section 9 Block 4 North Range 6 West New Westminster District Plan 21489

P.I.D. 010-472-860

Lot 73 Section 9 Block 4 North Range 6 West New Westminster District Plan 21489

and a closed portion of Spire Road dedicated by Plan 21489, Sections 9 and 10 , Block 4 North Range 6 West New Westminster District as shown in Reference Plan EPP 106425.

2. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 10218”**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

DEC 07 2020

JAN 18 2021

JAN 18 2021

JAN 18 2021

APR 12 2024



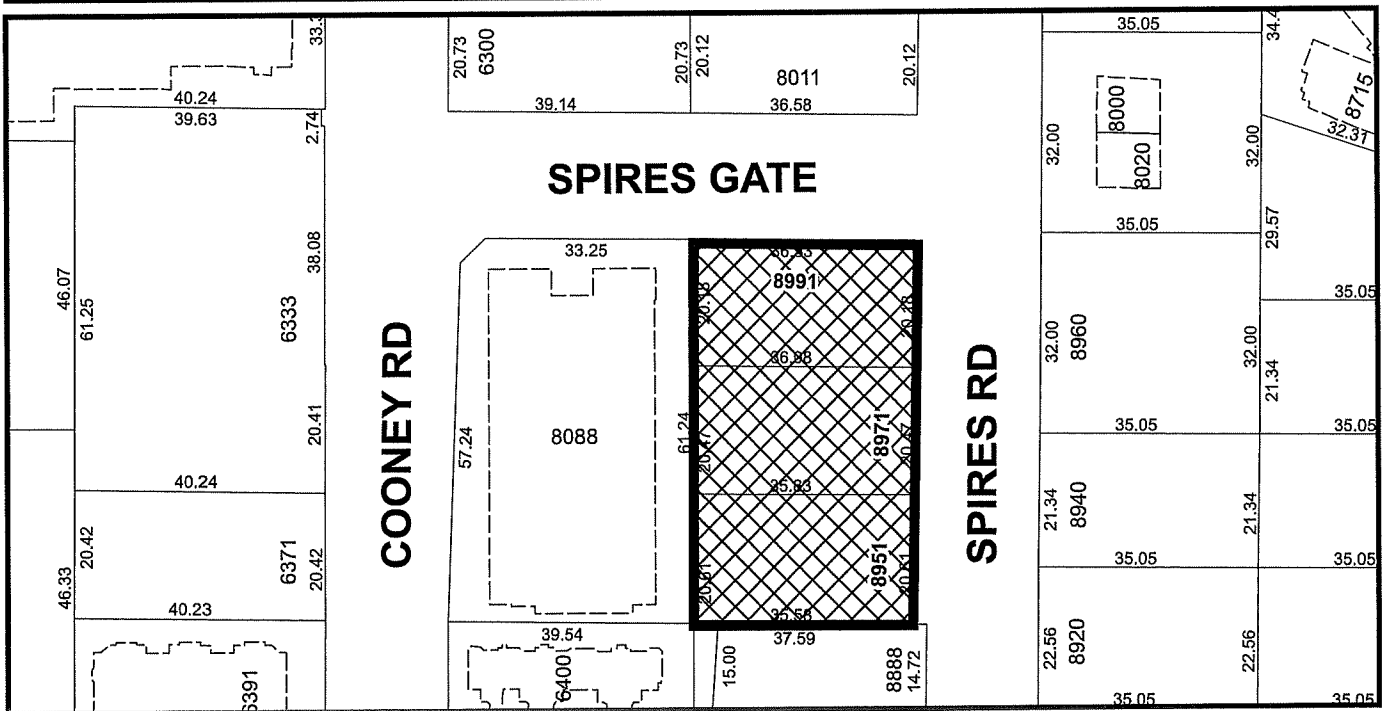
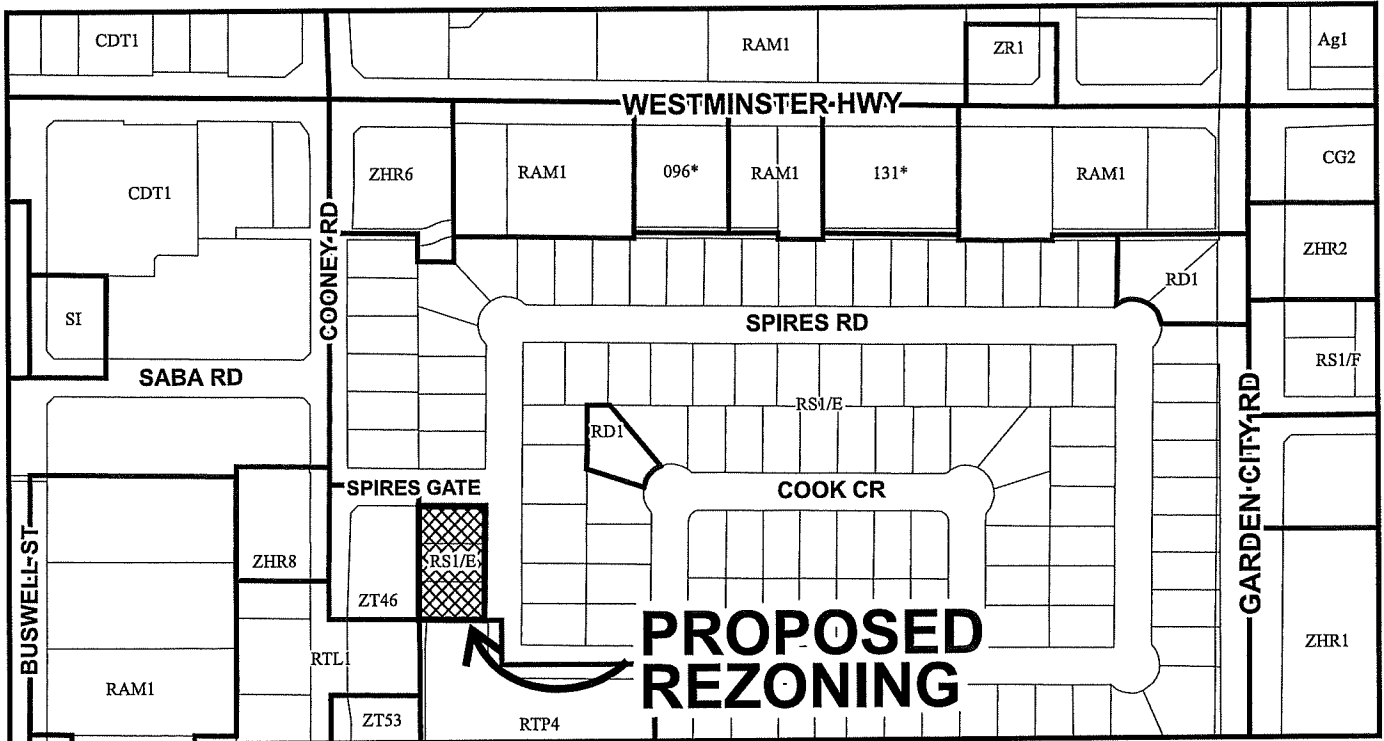
\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER





# City of Richmond



## RZ 18-818420

Original Date: 01/16/18

Revision Date: 11/02/20

Note: Dimensions are in METRES





**Richmond Official Community Plan Bylaw 9000 and 7100  
Amendment Bylaw 9874 (RZ 16-754625)  
5480 Parkwood Way**

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

1. Richmond Official Community Plan Bylaw 9000 is amended by repealing the existing land use designation in the City of Richmond 2041 OCP Land Use Map to Schedule 1 thereof of the following area and by designating it "Commercial".

P.I.D. 014-965-151

Lot 17 Section 5 Block 4 North Range 5 West New Westminster District Plan 82969

2. Richmond Official Community Plan Bylaw 7100 is amended by repealing the existing land use designation in the Land Use Map to Schedule 2.11B (East Cambie Area Plan) thereof of the following area by designating it "Commercial".

P.I.D. 014-965-151

Lot 17 Section 5 Block 4 North Range 5 West New Westminster District Plan 82969

3. This Bylaw may be cited as "**Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 9874**".

FIRST READING

MAY 28 2018

PUBLIC HEARING

JUN 18 2018

SECOND READING

JUN 18 2018

THIRD READING

JUN 18 2018

OTHER CONDITIONS SATISFIED

APR 09 2024

ADOPTED



\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER









**Richmond Zoning Bylaw 8500  
Amendment Bylaw 9875 (RZ 16-754625)  
5480 Parkwood Way**

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 **"VEHICLE SALES (CV)"**.

P.I.D. 014-965-151

Lot 17 Section 5 Block 4 North Range 5 West New Westminster District Plan 82969

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9875"**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

MINISTRY OF TRANSPORTATION AND  
INFRASTRUCTURE APPROVAL

ADOPTED

MAY 28 2018

JUN 18 2018

JUN 18 2018

JUN 18 2018

APR 09 2024

SEP 24 2019



\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER









**Richmond Zoning Bylaw 8500  
Amendment Bylaw 9749 (RZ 15-716773)  
9291 and 9311/9331 No. 2 Road**

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **"LOW DENSITY TOWNHOUSES (RTL4)"**.

P.I.D. 004-014-758

North Half Lot 17 Except: Part Subdivided by Plan 60236, Block "B" Section 25 Block 4  
North Range 7 West New Westminster District Plan 1353

and

P.I.D. 002-821-991

The South Half of Lot 17 Except: Part Subdivided by Plan 70853; Block "B" Section 25  
Block 4 North Range 7 West New Westminster District Plan 1353

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9749"**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

SEP 11 2017

OCT 16 2017

OCT 16 2017

OCT 16 2017

APR 10 2024

CITY OF RICHMOND
APPROVED by <i>EL</i>
APPROVED by Director or Solicitor <i>BK</i>

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER









**Development Permit Panel  
Wednesday, March 27, 2024**

Time: 3:30 p.m.

Place: Council Chambers  
Richmond City Hall

Present: Cecilia Achiam, General Manager, Community Safety and Development,  
Chair  
Elizabeth Ayers, General Manager, Community Services  
Kirk Taylor, Director, Real Estate Services

The meeting was called to order at 3:30 p.m.

**MINUTES**

It was moved and seconded

*That the minutes of the meeting of the Development Permit Panel held on March 13, 2024, be adopted.*

**CARRIED**

**1. DEVELOPMENT PERMIT 22-013081**  
(REDMS No. 7533249)

APPLICANT: Formwerks Architecture

PROPERTY LOCATION: 8740, 8760, 8780 and 8800 Spires Road

INTENT OF PERMIT:

Permit the construction of 36 townhouse units and three secondary suites at 8740, 8760, 8780 and 8800 Spires Road on a site zoned "Parking Structure Townhouses (RTP4)".

**Applicant's Comments**

Norman Huth, Formwerks Architecture, with the aid of a visual presentation (attached to and forming part of these minutes as Schedule 1), provided background information on the proposed development, including its site context, site layout, architectural design and accessibility features, highlighting the following:

1.



## **Development Permit Panel**

### **Wednesday, March 27, 2024**

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- the 36 three-storey townhouses and three secondary suites are situated within five buildings, stacked above enclosed underground parking, with a four-storey massing maintained along Spires Road to conceal the parking structure and provide a more attractive streetscape;
- massing is recessed at the upper levels to allow for more natural light into the courtyard and buildings adjacent to the side yards have been reduced on the upper levels to provide a gentler transition into existing single-family developments;
- proposed are six garden level units at grade (primarily two bedroom units), along with 3-lock off units (ranging from 317 to 388 sq. ft.) and four accessible units (located in buildings two and three) as part of the 30 three-level townhouses (ranging from 1,200 to 1900 sq. ft.), each with individual unit access as well as access to the outdoor amenity space, on the courtyard level;
- building two will have pedestrian lobby entry and access to the elevator and stairs that lead to the courtyard and indoor amenity space that spills out to the outdoor space;
- each unit is provided with a minimum of one parking stall and have access to bicycle storage in the covered parkade;
- the architectural character of the development is very much in keeping with the neighbouring development to the west (referred to as Spires one) and initially seen as a continuation of Spires one as the next phase, but with a slightly more contemporary approach in terms of the materiality and colour choices, and much more monochromatic.
- the primary parking entry court is met with an inspirational bird house/play house structure that will be a dominant feature for the development;
- material pallets include fibreglass shingles, painted fibre cement siding in varying profiles and varying colours, as well as an accent of entry door colour, and brick elements around the base of the buildings;
- shadow analysis show very minimal impact on the neighbourhood; and
- the project has been designed to comply with the City's Basic Universal Housing (BUH ) requirements.

Caelan Griffiths, PMG Landscape Architects, with the aid of the same visual presentation, briefed the Panel on the main landscape features of the project, noting that:

- similar to the neighbouring site, a number trees have been retained, with the most important being two substantial evergreens at Cook Gate and Spires Road adjacent to the indoor amenity and form the gate part of the Cook Gate, a strong vertical element that helps incur that corner and works towards the main pedestrian entry to the west;



## **Development Permit Panel**

### **Wednesday, March 27, 2024**

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- modest deciduous trees are proposed to be interspersed to draw the eye towards the pedestrian entry, and many of the units will be marked with a tree to enrich the pedestrian experience;
- temporary bicycle parking in the shade of another retained tree (larger deciduous tree) will act as an anchor point, to be placed at the pedestrian entry, preserving some of the neighbourhood character from the landscape point of view, but also to mark a main entry,
- a little bit of screening function with the retained and bolstered landscape element between the pedestrian entry and the vehicle entry, to further develop the ecological function of the retained tree as well as placing bird houses on all four corners to embed more ecological function, but also a little whimsy to play into the play house/bird house feature, with actual birdhouses;
- the vehicle entry is marked with special paving with concrete unit pavers to soften the otherwise fairly broad expansive of paving and enhance the street presence of the project;
- the back of the site will have substantial low broad leaf evergreens to create a green boundary, outside of eyesight, allowing for clear sightlines across the back of the site, where a connectivity pathway is also provided across both Spires sites, creating a loop (and future laneway) and bolstering the usability for both projects from a pedestrian point of view;
- recognizing the close proximity of the school for older children to access more extravagant play equipment, the play area for the project is designed around preschool aged children, with climbing steps to an upper level that snakes around the staircase and bird house/play house structure, and an embedded slide and climbing feature for young children to climb their way up the slope, with robin egg blue hand holds that play with the children's imagination given the close proximity with the natural elements of the area;
- appealing to the older children and young adults, an outdoor foosball table and proposed lighting will broaden the scope of the outdoor amenity;
- a small outdoor bbq dining area, enclosed with green to present the notion of a ceiling for the possibility of string lighting across the top, is also proposed for the northeast corner; and
- bollard lighting and step lighting in key points will also be installed.

#### **Staff Comments**

Wayne Craig, Director, Development, noted (i) the project is intended to achieve Energy Level Step Code 3 with low carbon energy systems for heating and cooling, and (ii) a Servicing Agreement is required as part of this application for frontage works and site services.



## **Development Permit Panel**

### **Wednesday, March 27, 2024**

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In addition, Mr. Craig commended the applicant and design team for the retention of the trees along the frontage, the inclusion of the four single-storey accessible units as well as the three secondary suites involved in the overall project.

#### **Panel Discussion**

In reply to a queries from the Panel, Mr. Griffiths noted (i) there will be no lawns in direct association with the individual units and that the lawn at the corner under the retained trees will be maintained in avoid any undue disturbance to those trees, (ii) the materials for the exterior of the building are brick and cementitious siding and fibreglass shingles for the roof, (iii) there is no lighting in the soffits, but each entry door has a light fixture and an entry monument from a landscape perspective, with low level lighting, (iv) there is also at grade lighting along the south Statutory Right-of-Way (SRW) that runs east and west, as well as light fixtures along the building to illuminate the walkway all the way down the south perimeter to provide security at night.

#### **Correspondence**

None.

#### **Gallery Comments**

None.

#### **Panel Discussion**

In reply to a query from the Panel regarding protection of the offsite tree that is being retained and any provision to ensure the retention should that property owner redevelop in the future, Mr. Craig noted the tree is on the site to the south which is part of an existing application, and that the tree retention will be reviewed as part of that application. Mr. Craig further noted the long term intention is to put a lane along the south side of that site, which may make the retention of that tree very difficult.

The Panel expressed support for the proposal, noting (i) the project is well designed and considered and matches with the existing context, and (ii) appreciation for the tree retention, extra parking beyond the minimum requirement and having both the accessible suites and the lock-off suites.



**Development Permit Panel**  
**Wednesday, March 27, 2024**

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**Panel Decision**

It was moved and seconded

*That a Development Permit be issued which would permit the construction of 36 townhouse units and three secondary suites at 8740, 8760, 8780 and 8800 Spires Road on a site zoned "Parking Structure Townhouses (RTP4)".*

**CARRIED**

**2. DEVELOPMENT PERMIT 22-021165**

(REDMS No. 7571832)

APPLICANT: 0853803 BC Ltd. and 1121648 BC Ltd.

PROPERTY LOCATION: 6571 and 6591 No. 1 Road

INTENT OF PERMIT:

1. Permit the construction of eight townhouse units at 6571 and 6591 No. 1 Road on a site zoned "Low Density Townhouses (RTL4)"; and
2. Vary the provisions of Richmond Zoning Bylaw 8500 to reduce the minimum required lot width on major arterial roads from 50.0 m to 40.2 m.

**Applicant's Comments**

Eric Law, Eric Law Architect, with the aid of a visual presentation (attached to and forming part of these minutes as Schedule 2), provided background information and highlights of the proposed development, as previously noted at the January 17, 2024 meeting, and in addition to the comments provided at that meeting, responded to the subsequent referral, "*to increase the site grade and introduce necessary changes to the project design in order to mitigate the risk of flooding in the proposed development*", and noted the following:

- the proposed eight townhouses are positioned with two, 2.5-storey townhouses facing No. 1 Road, and the other four, 3-storey townhouses, directly behind, facing west;
- for the fronting level townhouses, residential units are not permitted on the ground level because of the flood plain level, therefore only parking is permitted on the ground level, with the living space and all the mechanical space on the second level living and dining area, and third level for bedrooms; and
- there is one convertible unit at the end which allows for a future shaft and elevator for the unit.

5.



## **Development Permit Panel**

### **Wednesday, March 27, 2024**

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Denitsa Dimitrova, PMG Landscape Architects, with the aid of the same visual presentation, briefed the Panel on the main landscape features of the project, as noted at the January 17, 2024 meeting, including (i) a private yard and shade tree for each unit within the project, (ii) a low aluminum transfer fence and privacy from neighbouring created with 6 ft. wood along the south and west property line, and 4ft. wood on north property line, (iii) a small retaining wall, bench and play area with play equipment proposed at the south east side of the site, and (iv) a bike rack for two bicycles proposed between Buildings B and C.

#### **Staff Comments**

Mr. Craig noted that (i) the revised proposal for the Panel's consideration responds to the previous referral back to staff from the Panel, (ii) site grade has been increased to create positive drainage flow back to No. 1 Road, (iii) additionally, the variance is a technical variance based on the land assembly size, which was considered through the rezoning process, (iv) there is a Servicing Agreement for frontage works and site services, (v) the project will achieve Energy Step Code Level 3 with low carbon energy systems for heating and cooling within each unit, and (vi) there is also a one convertible unit included in the proposal.

#### **Panel Discussion**

In reply to a query from the Panel regarding the property at 6551 No. 1 Road, Mr. Craig noted (i) the property to the north is not part of the subject application and would be part of future rezoning application, and (ii) driveway access will be provided to the site and there will be an SRW secured over the driveway on the subject site in order to be used for access when the site to the north is developed.

In reply to a queries from the Panel, Ms. Dimitrova noted (i) the lawn areas are large enough to be viable and maintainable, (ii) the play area is fairly small with a wood chip fibre safety surface, typical for playgrounds on grade for surface use of play equipment, but replacing with rubber could be considered, (iii) the landscape design does not include lighting or gateway light for low walkways as there is lighting attached on the buildings and street lights along the street as well as at the back.

#### **Correspondence**

None.

#### **Gallery Comments**

None.



## Development Permit Panel

### Wednesday, March 27, 2024

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#### Panel Discussion

The Panel expressed support for the proposal, noting the fulfillment of the Panel's referral of January 17, 2024 meeting, to address and alleviate the potential for any flooding of the site in the future.

#### Panel Decision

It was moved and seconded

*That a Development Permit be issued which would:*

1. *permit the construction of eight townhouse units at 6571 and 6591 No. 1 Road on a site zoned "Low Density Townhouses (RTL4)"; and*
2. *vary the provisions of Richmond Zoning Bylaw 8500 to reduce the minimum required lot width on major arterial roads from 50.0 m to 40.2 m.*

**CARRIED**

#### 3. New Business

It was moved and seconded

*That the Development Permit Panel meeting tentatively scheduled for Wednesday, April 10, 2024 be cancelled.*

**CARRIED**

#### 4. Date of Next Meeting: April 24, 2024

#### ADJOURNMENT

It was moved and seconded

*That the meeting adjourn (4:21 p.m.).*

**CARRIED**

Certified a true and correct copy of the Minutes of the meeting of the Development Permit Panel of the Council of the City of Richmond held on Wednesday, March 27, 2024.

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Cecilia Achiam  
Chair

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Lorraine Anderson  
Legislative Services Associate





CNCL - 309





## Location, Transportation, and Community Context

The proposed development is on a 35,087 square-foot site located on Spire Road. The site is within the City of Richmond's City Centre Area Plan Sub-Area 8.1, which envisions high-density townhomes in the area. Located just north of Spire Road, the development is adjacent to several multi-family townhome complexes along the arterial roads. The proposed development is within walking distance of Richmond-Bighouse Station, bike routes and major bus routes connecting to surrounding cities. Within a 10-minute walking radius from the site are schools, parks, restaurants and shopping centres. Its close proximity to amenities, bike routes and bus routes allow for car-free commuting.

## Built Form

Courtyard townhomes and ground-oriented units are proposed with a rolled courtyard. The development features secure parking, which is accessed off of Spire Road.

The proposed includes three-story townhomes, stacked above-ground units and an enclosed parking structure. A four-story massing is maintained along Spire Road to conceal the parking structure and provide a more attractive streetscape. Massing is recessed at the upper levels to allow for more natural light into the courtyard and buildings adjacent to the side yards have been reduced on the upper levels to provide a gentler transition into existing single-family developments.

The buildings fronting on Spire Road & Cook Gate feature a rolled courtyard that provides a desirable location for the garden units and give privacy while allowing for casual surveillance of the street. The garden flats have visible access provided from the secured parking garage. The rear buildings are provided with courtyard access with communal access to the secured parking garage via outdoor stairs or elevator.

## Housing and Livability

The proposed development offers a variety of housing options for families. 8 ground-oriented units are proposed along with 3000 sq ft units part of 30 unique-style townhouse units. The units are proposed with 2 bedrooms, 2 bathrooms and 1,910 square feet. Front-back units are proposed with a depth of 35'6" to ensure adequate natural light is provided to the primary dwelling spaces. These units are provided with operable windows to provide ample natural ventilation.

Each unit is provided with a minimum of one parking stall and have access to bicycle storage in the covered parking. Plug-ins for electric cars will also be available in the enclosed parking.

Outdoor space is provided through a variety of landscaped yards and roof decks for improved livability. Ample space for outdoor and indoor amenities are offered around a common courtyard with plenty of programmed children's play areas to establish a sense of community and encourage socialization.

## Architectural Style

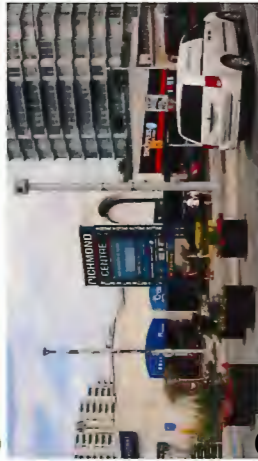
The project features contemporary architecture suited to today's lifestyles that considers local traditional building styles and the context of the area. The architectural style is showcased through a mix of materials, including brick, stone, and plaster. Proportional windows, set symmetrically into traditional masonry forms, architectural details such as brackets, brick chimney, fascias and external gutters.

Materials include selective use of brick, horizontal siding, fibre cement boards, robust wood detailing, fibreglass shingles and divided windows.





**A** RICHMOND - BRIGHOUSE SKYTRAIN STATION



RICHMOND SHOPPING CENTRE



**C** EXISTING THREE-STORY TOWNHOUSES



**D** EXISTING FOUR-STORY TOWNHOUSES (SPIRE 1)



**E** EXISTING TWO-STORY TOWNHOUSES



**F** THREE-STORY TOWNHOUSES UNDER CONSTRUCTION



**G** WILLIAM COOK ELEMENTARY SCHOOL

## AVIARY | 8800 SPIRES ROAD

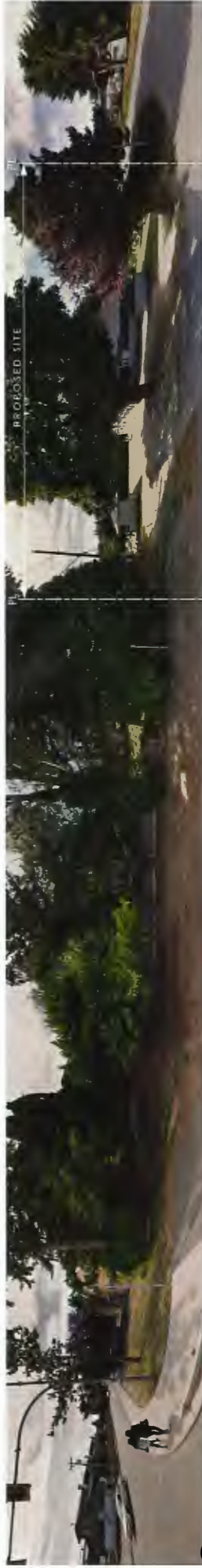
## CONTEXT ANALYSIS

**FORMWORKS**  
ARCHITECTURAL





SPIRES ROAD STREETSCAPE LOOKING SOUTH



SPIRES ROAD STREETSCAPE LOOKING WEST



SPIRES ROAD STREETSCAPE LOOKING NORTH

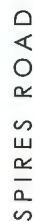


SPIRES ROAD STREETSCAPE LOOKING EAST



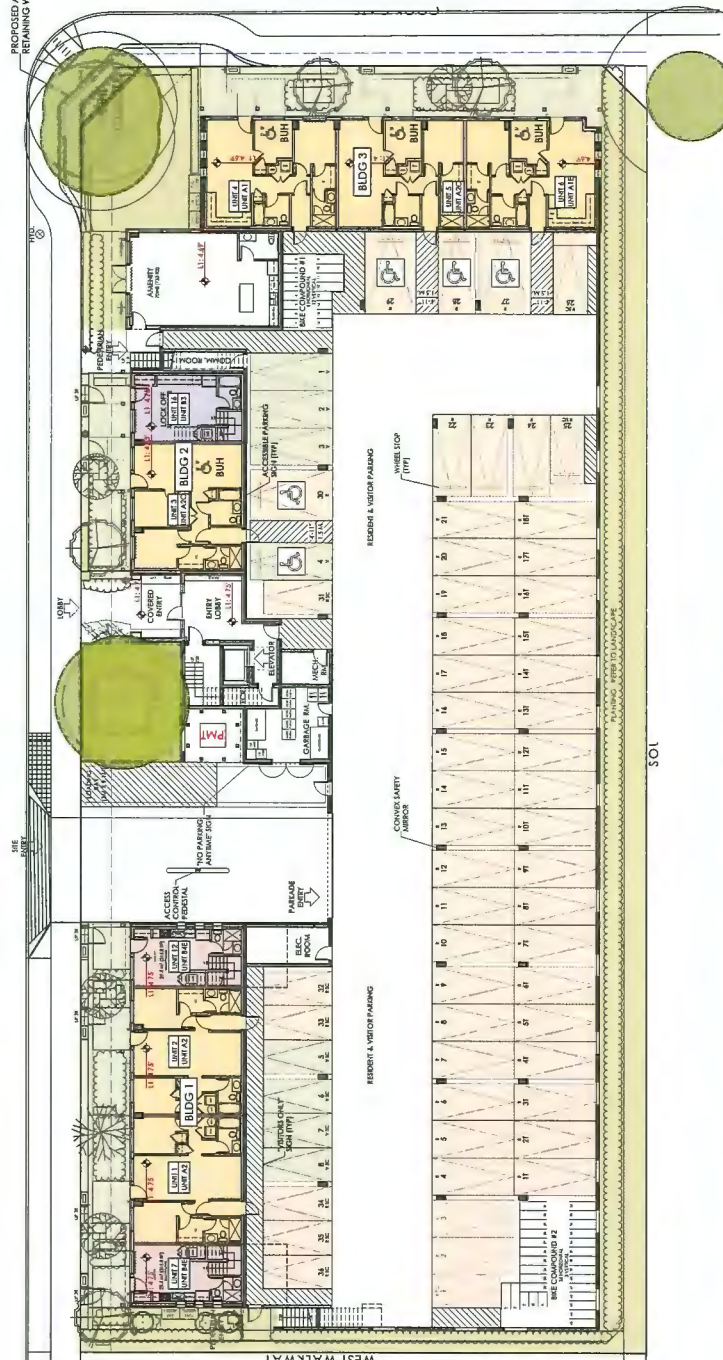






COOK GATE

PROPOSED ALLAN BLOCK  
RETAINING WALL



105

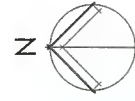
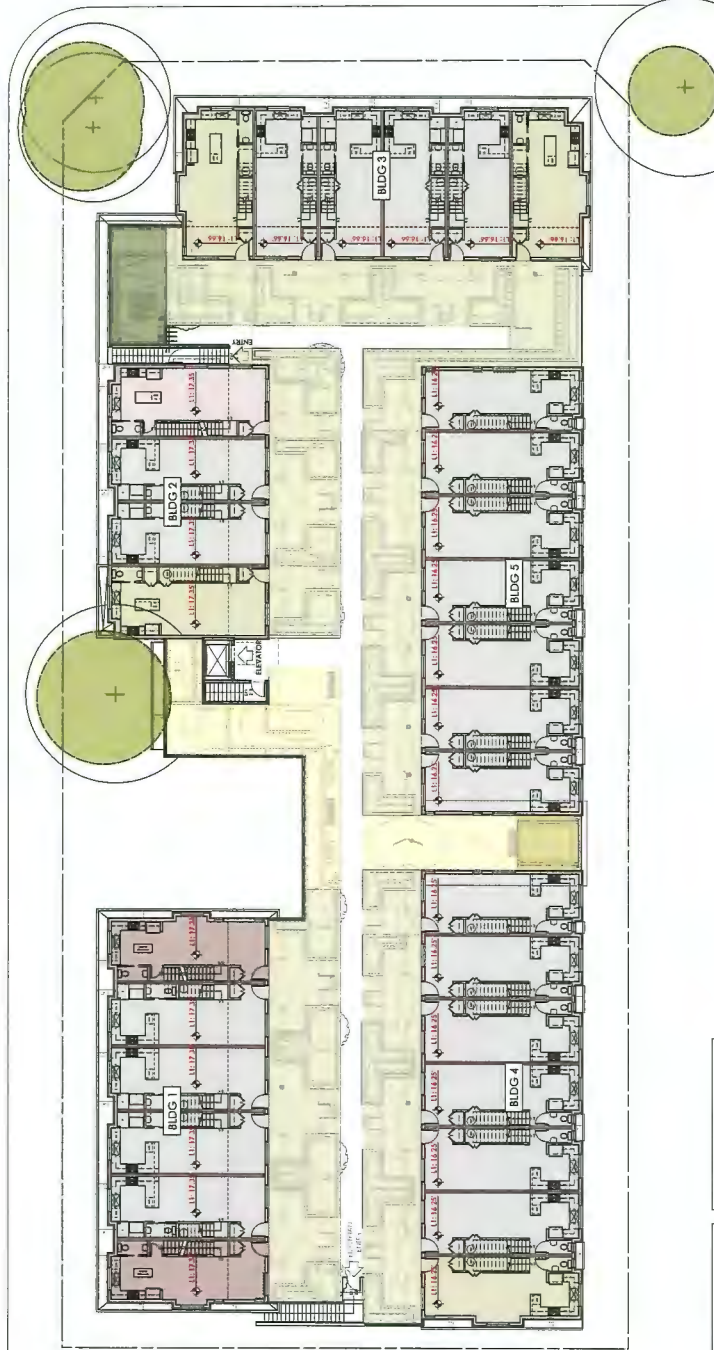
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CRES.

SPIRES ROAD

COOK GATE



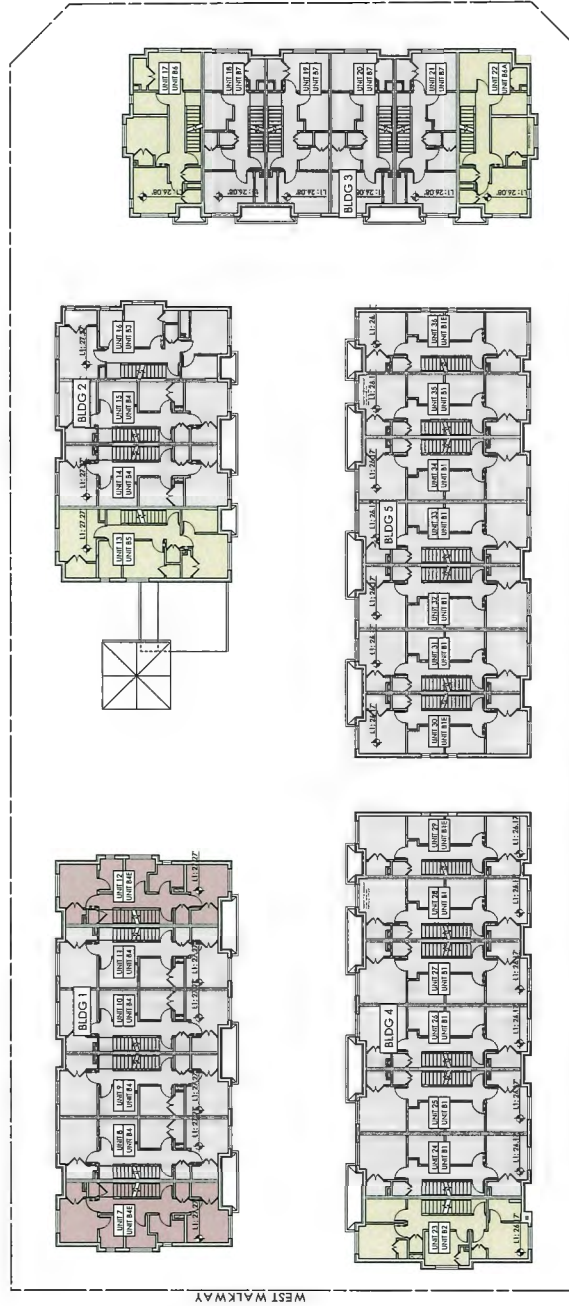
LEGEND	UNIT LEGEND	GENERAL NOTES
<ul style="list-style-type: none"> <li>CONVERSION/RENTAL UNIT</li> <li>UNIT ENTRY</li> <li>PRIVATE OUTDOOR AREA</li> <li>AWAYT OUTDOOR AREA</li> <li>CARZIT PLAY AREA</li> <li>ADDITIONAL OUTDOOR AREA</li> <li>TRUCKS/SALES</li> <li>LOADING DOCK</li> <li>ROLL-OVER CURB</li> <li>GRASS CITE</li> </ul>	<ul style="list-style-type: none"> <li>3 BEDROOM GARDEN UNIT</li> <li>3 BEDROOM TOWNHOUSE</li> <li>4 BEDROOM TOWNHOUSE</li> <li>3 BEDROOM TOWNHOUSE</li> <li>1 DOCK OFF SUITE</li> <li>4 BEDROOM TOWNHOUSE</li> <li>1 DOCK OFF SUITE</li> </ul>	<p><b>GENERAL NOTES</b></p> <ul style="list-style-type: none"> <li>1. BASIC UNIVERSAL HOUSING (BHU) ARE</li> <li>2. BLDG 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100</li> <li>4. 1% OF THE INCHORD TOWNSHIP 3.5% PLANT 500.</li> </ul>



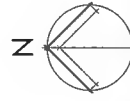
COOK  
CRES.

SPIRES ROAD

COOK GATE



UNIT LEGEND	
	2 BEDROOM GARDEN UNIT
	3 BEDROOM TOWNHOUSE
	4 BEDROOM TOWNHOUSE
	3 BEDROOM TOWNHOUSE + LOCKS CUP SITE
	4 BEDROOM TOWNHOUSE + LOCKS CUP SITE



FORMWORKS  
ARCHITECTURAL

LEVEL 3 PLAN

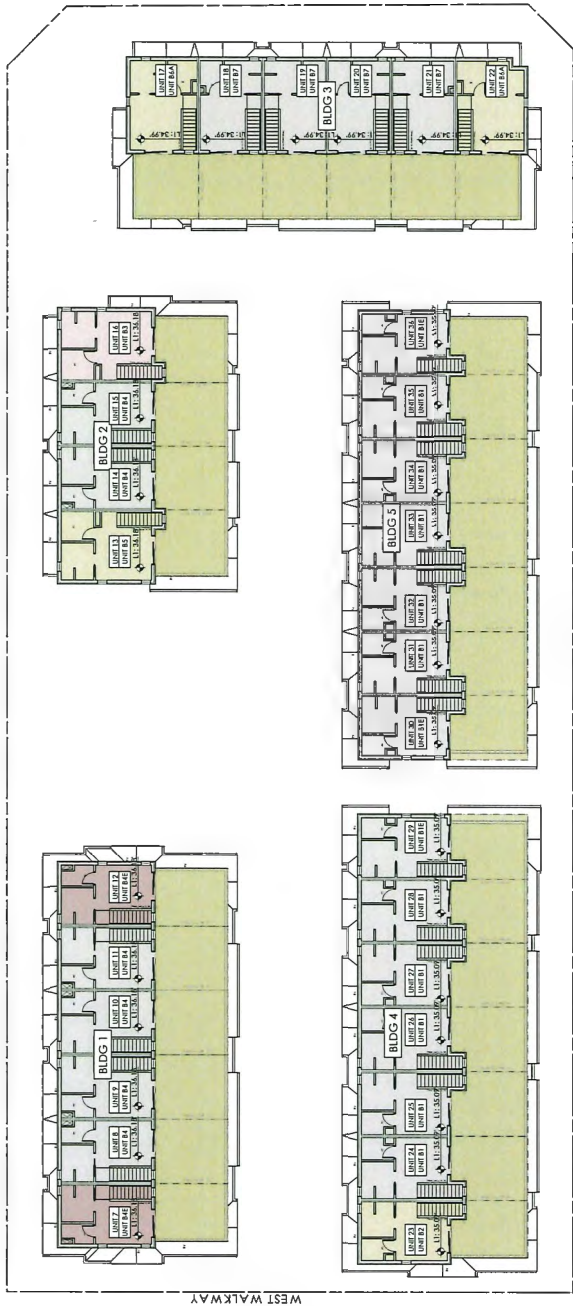
AVIARY | 8800 SPIRES ROAD



COOK  
CRE.S.

SPIRES ROAD

COOK GATE

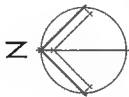


UNIT LEGEND

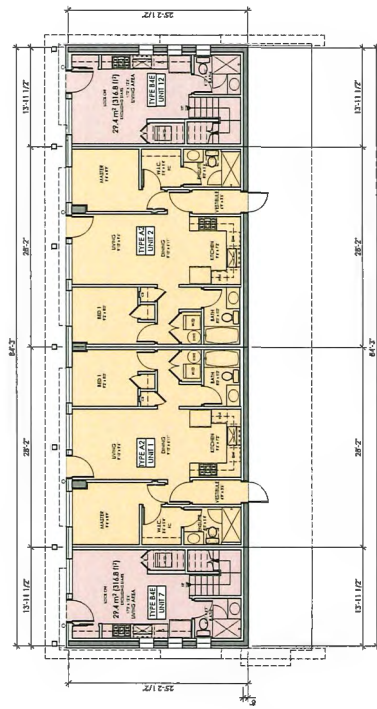
[Yellow Box]	2 BEDROOM GARDEN UNIT
[Light Green Box]	3 BEDROOM TOWNHOUSE
[Green Box]	4 BEDROOM TOWNHOUSE
[Pink Box]	3 BEDROOM TOWNHOUSE + LOCKUP UNIT
[Purple Box]	4 BEDROOM TOWNHOUSE + LOCKUP UNIT

OUTDOOR AREA LEGEND

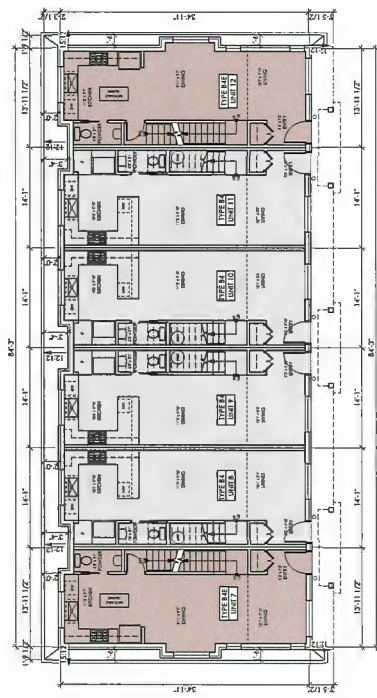
[Green Box]	PRIVATE OUTDOOR AREA
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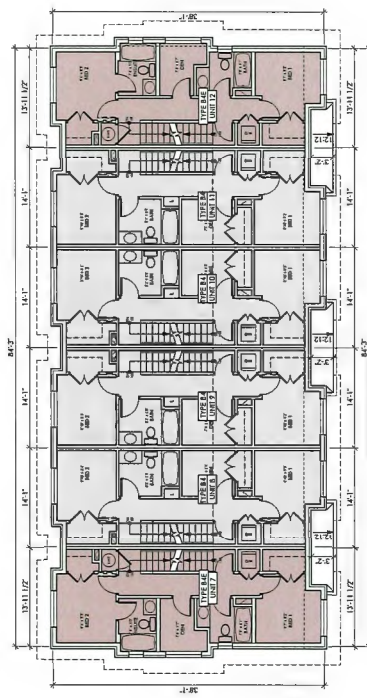




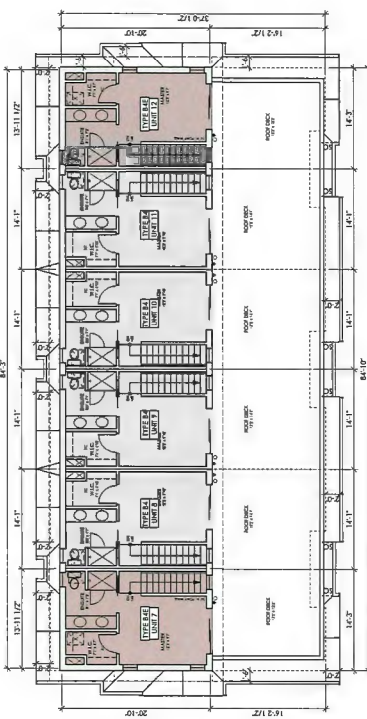
LEVEL 1 PLAN  
BUILDING 1



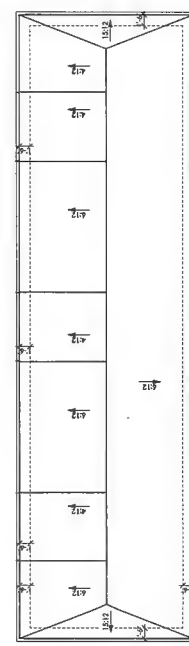
LEVEL 2 PLAN  
BUILDING 1



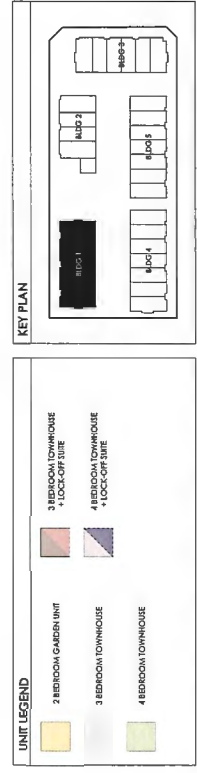
LEVEL 3 PLAN  
BUILDING 1



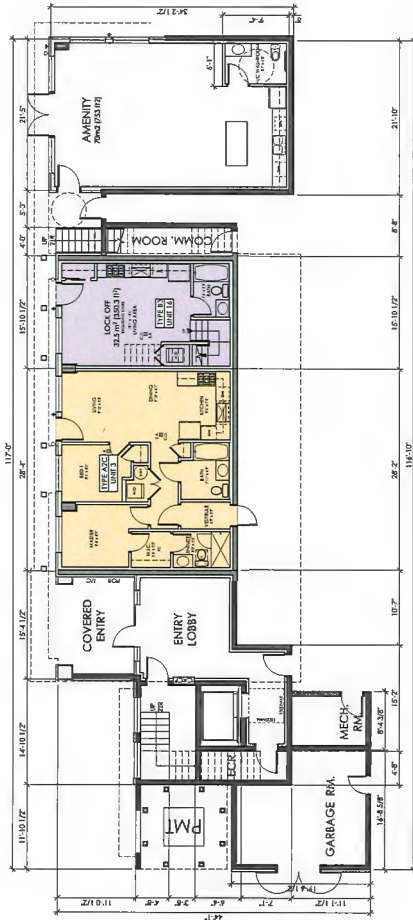
LEVEL 4 PLAN  
BUILDING 1



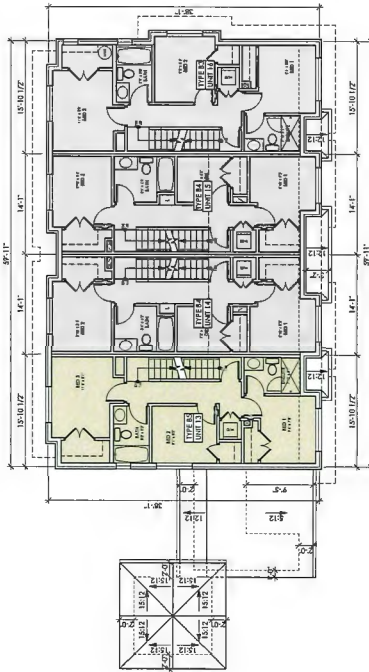
ROOF PLAN  
BUILDING 1



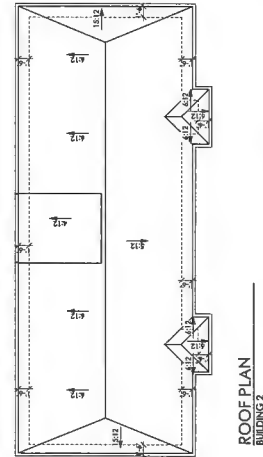




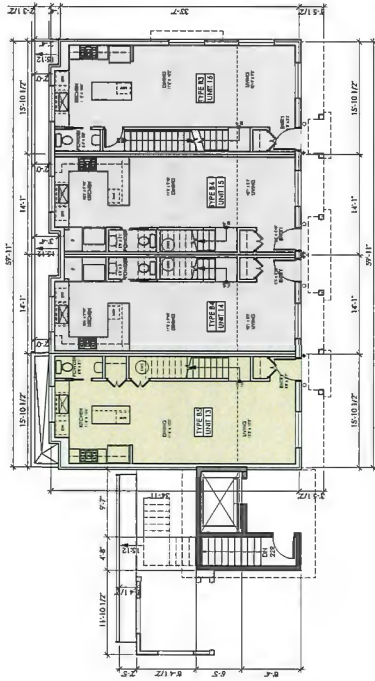
LEVEL 1 PLAN  
BUILDING 2



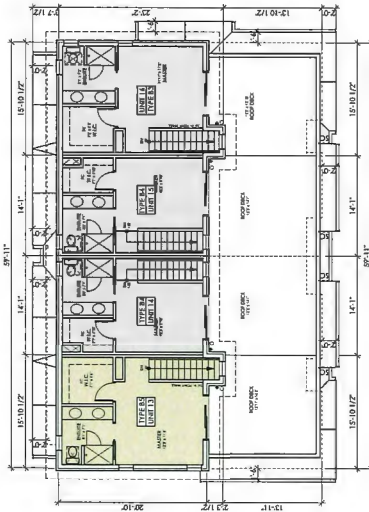
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BUILDING 2



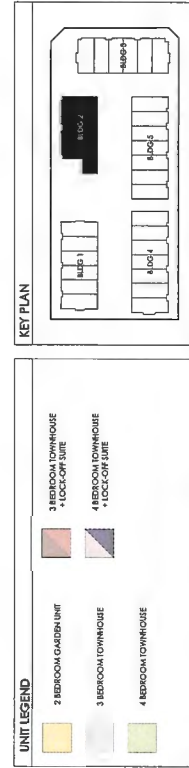
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BUILDING 2



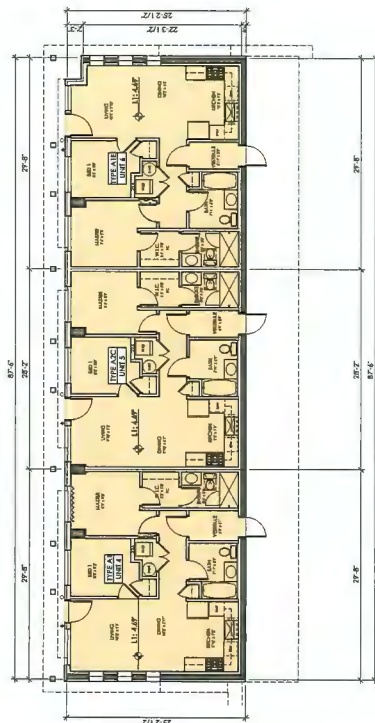
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BUILDING 2



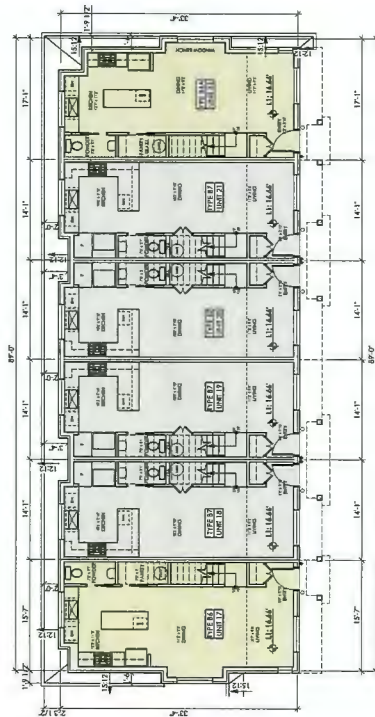
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BUILDING 2



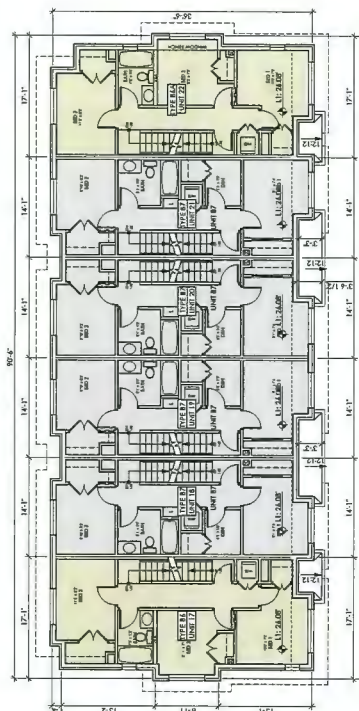




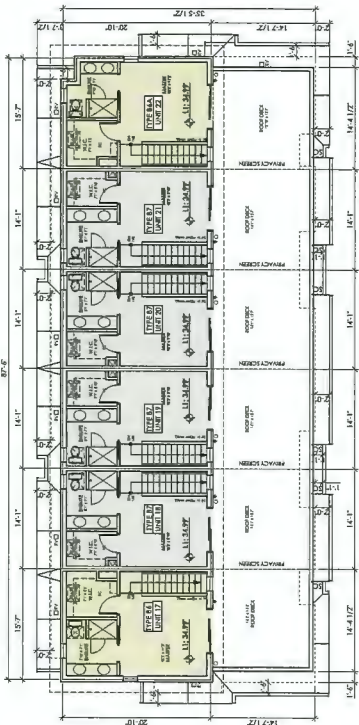
LEVEL 1 PLAN  
BUILDING 3



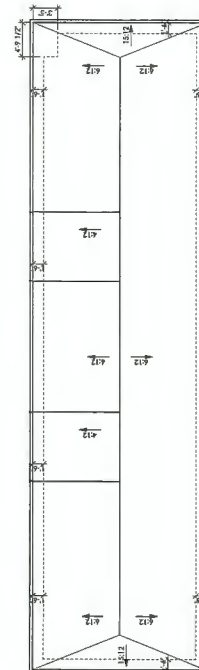
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BUILDING 3



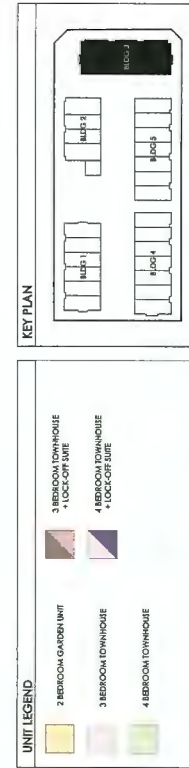
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BUILDING 3



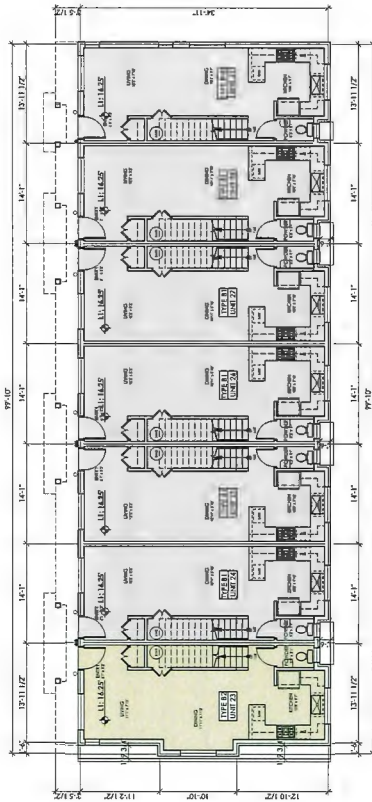
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BUILDING 3



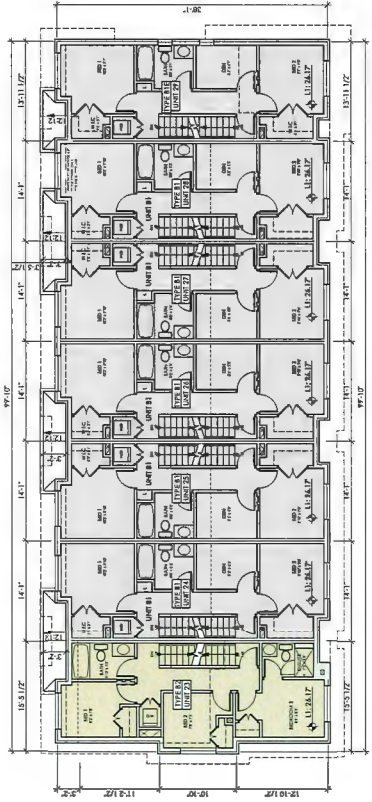
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BUILDING 3



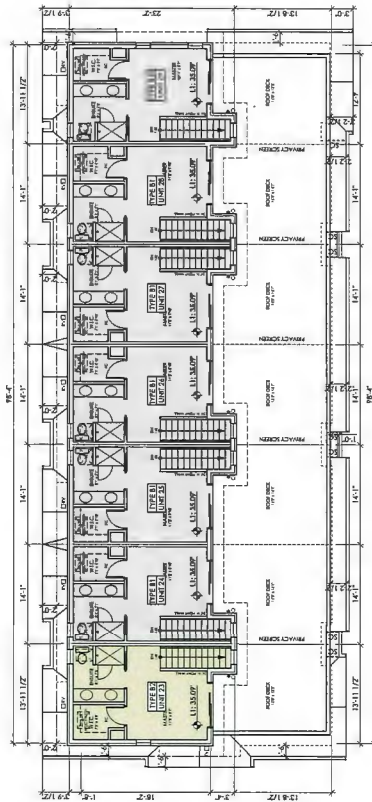




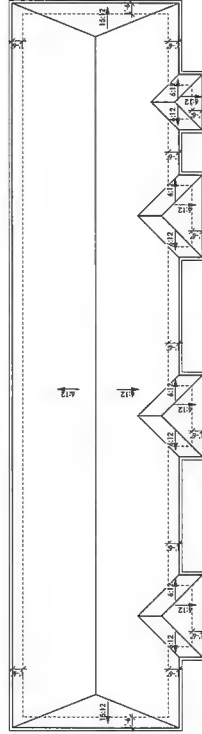
LEVEL 2 PLAN  
BUILDING 4



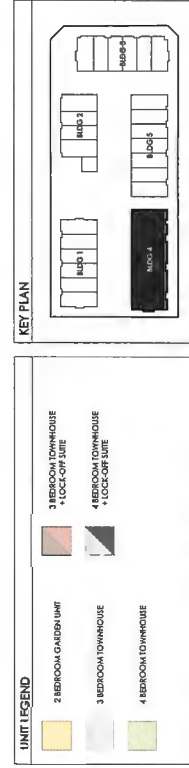
LEVEL 3 PLAN  
BUILDING 4



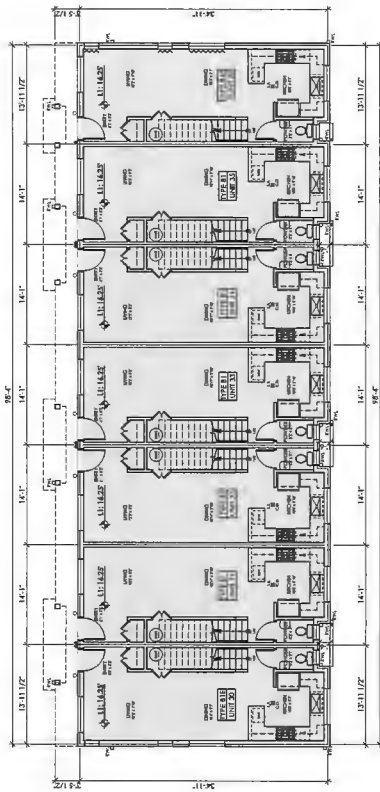
LEVEL 4 PLAN  
BUILDING 4



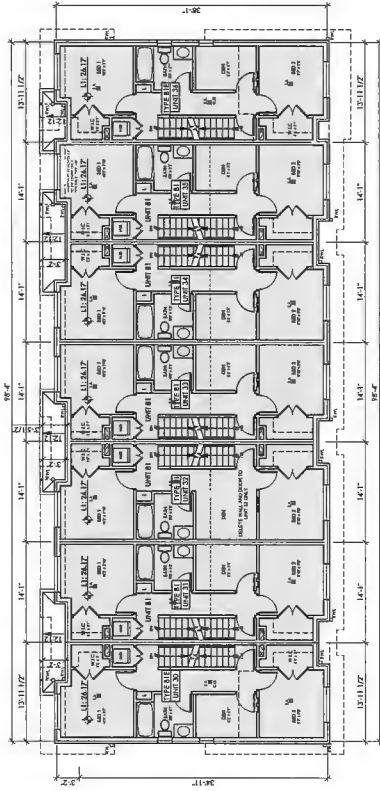
ROOF PLAN  
BUILDING 4



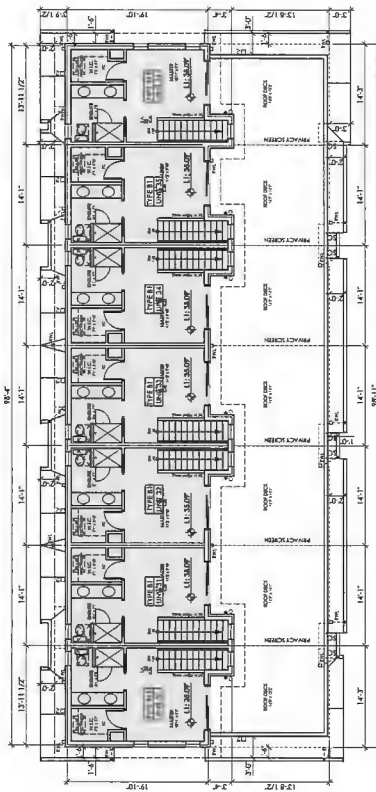




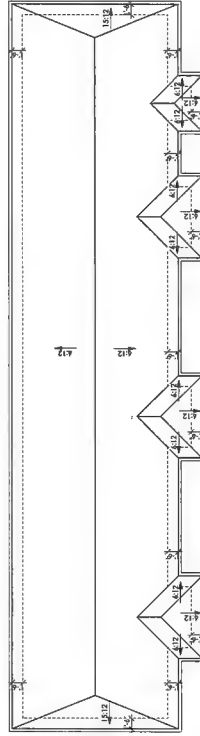
LEVEL 2 PLAN  
BUILDING 5



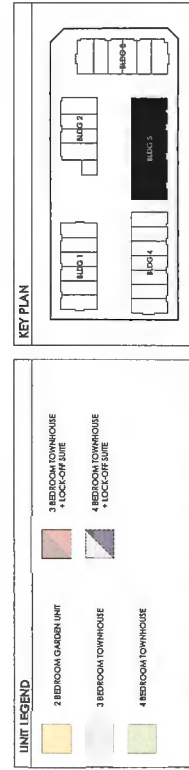
LEVEL 3 PLAN  
BUILDING 5



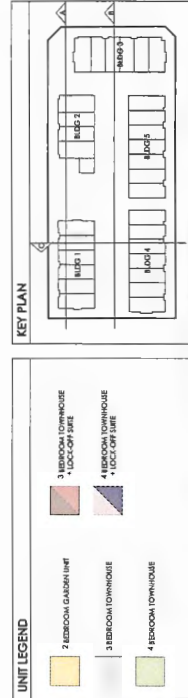
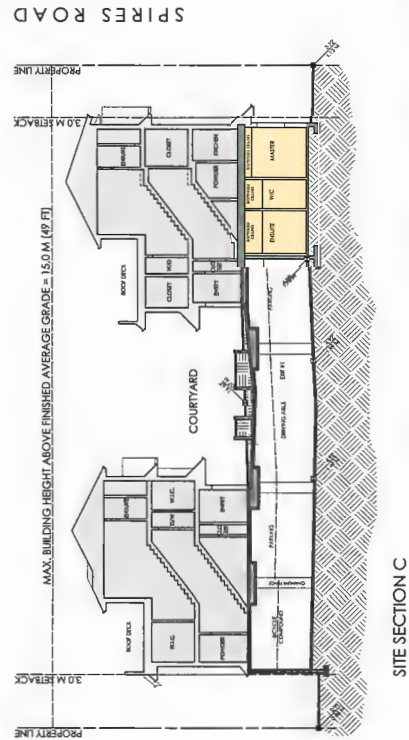
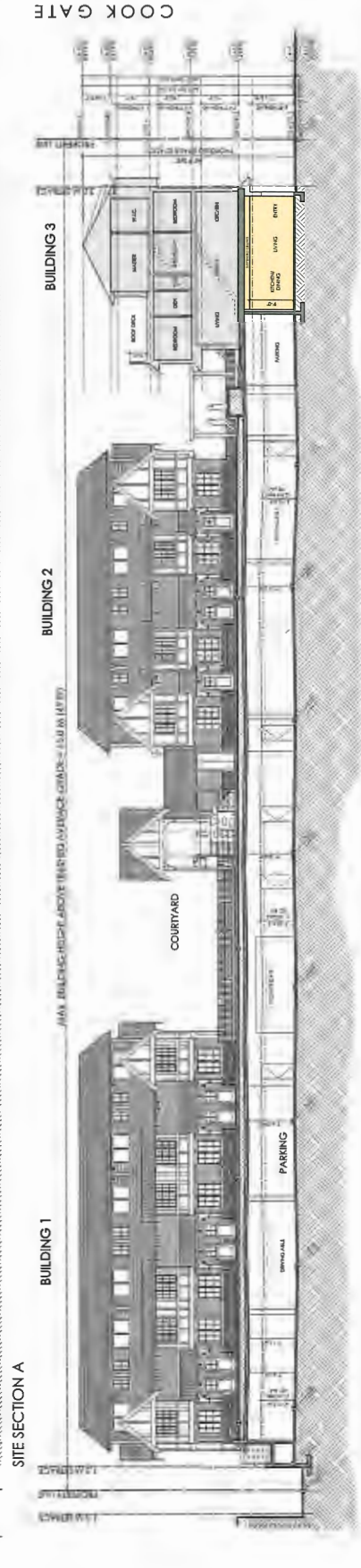
LEVEL 4 PLAN  
BUILDING 5



ROOF PLAN  
BUILDING 5

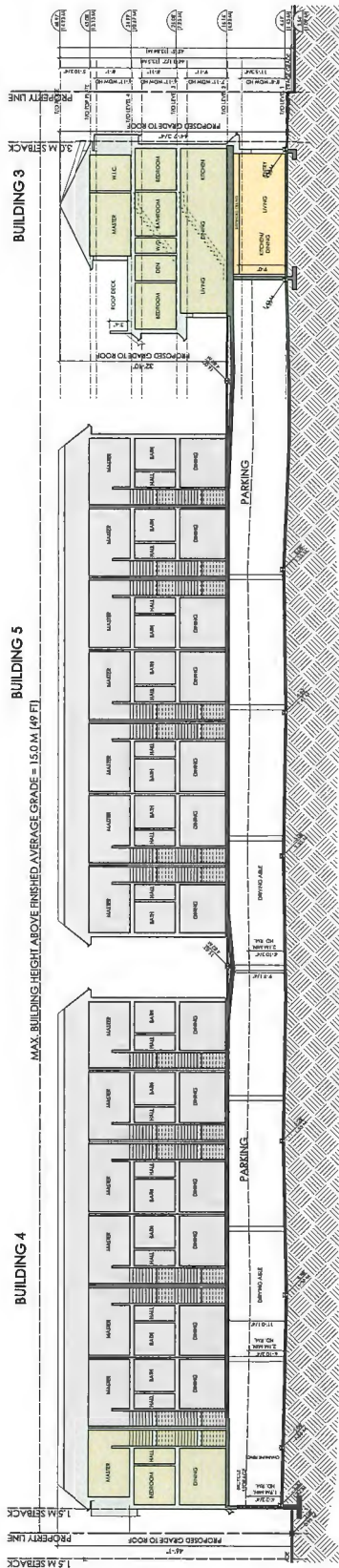




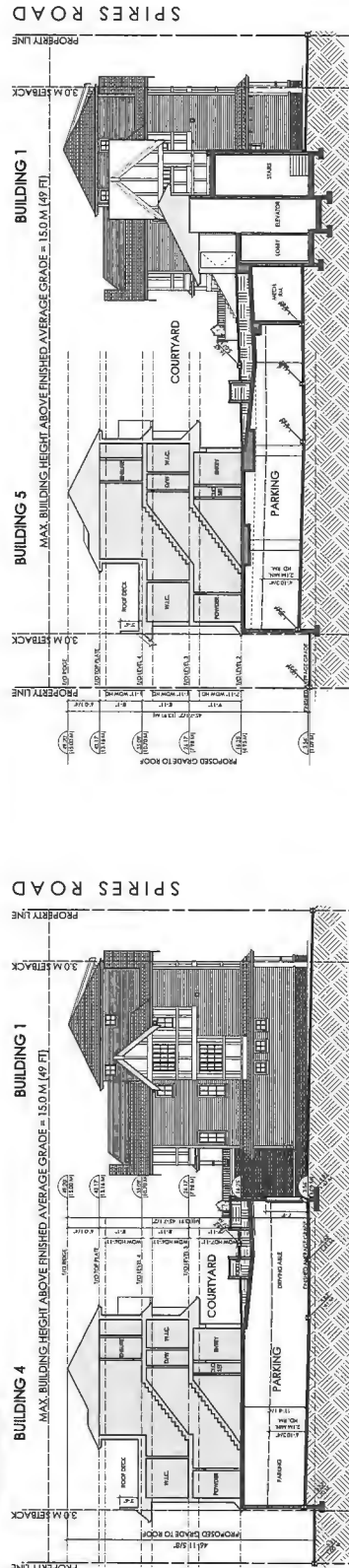




COOK GATE

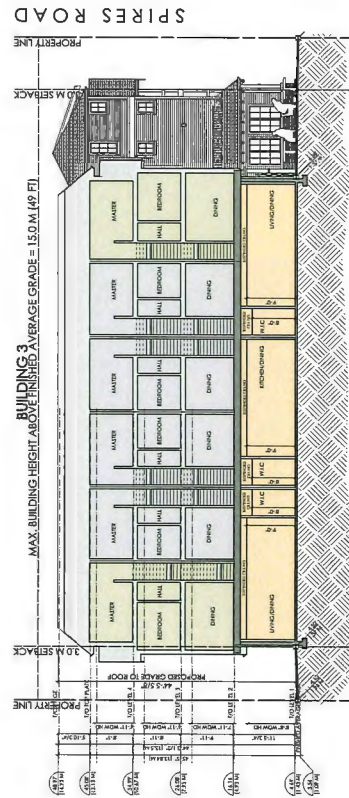


SITE SECTION D

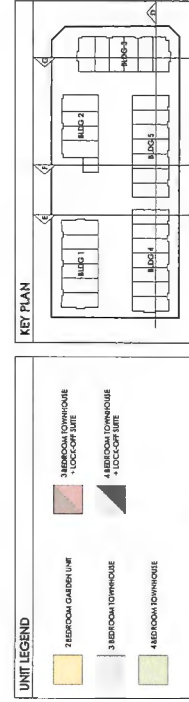


SITE SECTION E

SITE SECTION F



SITE SECTION G

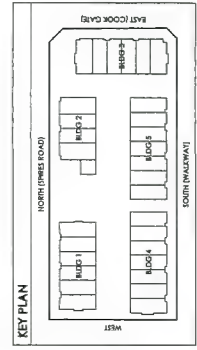
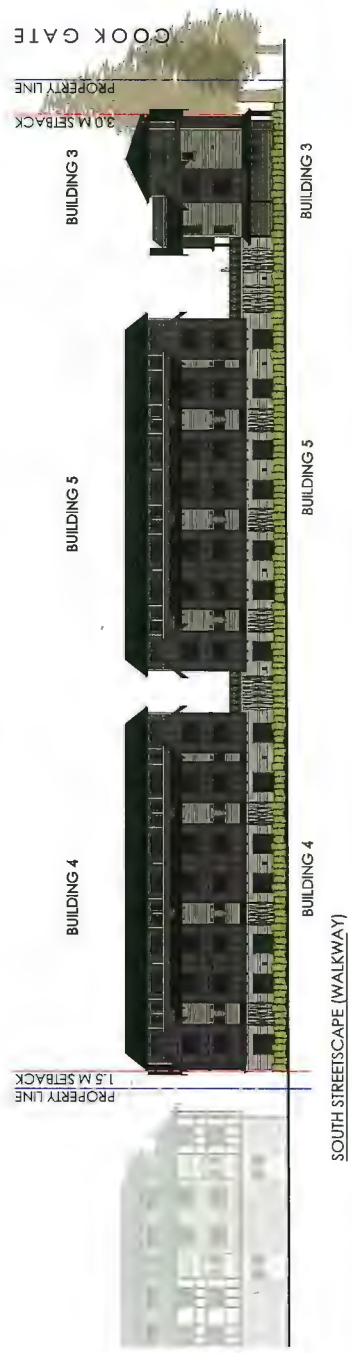
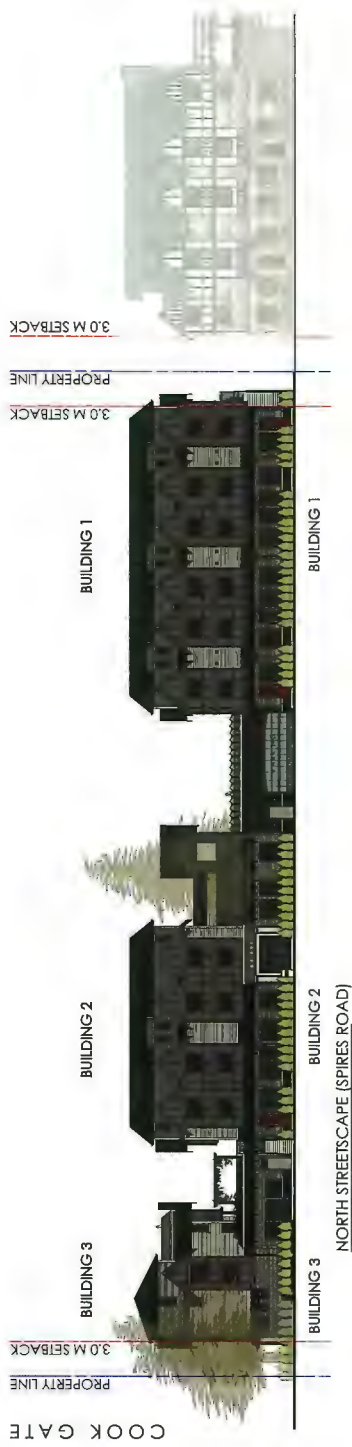


AVIARY | 8800 SPIRES ROAD

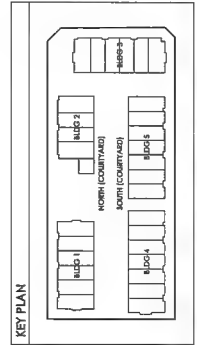
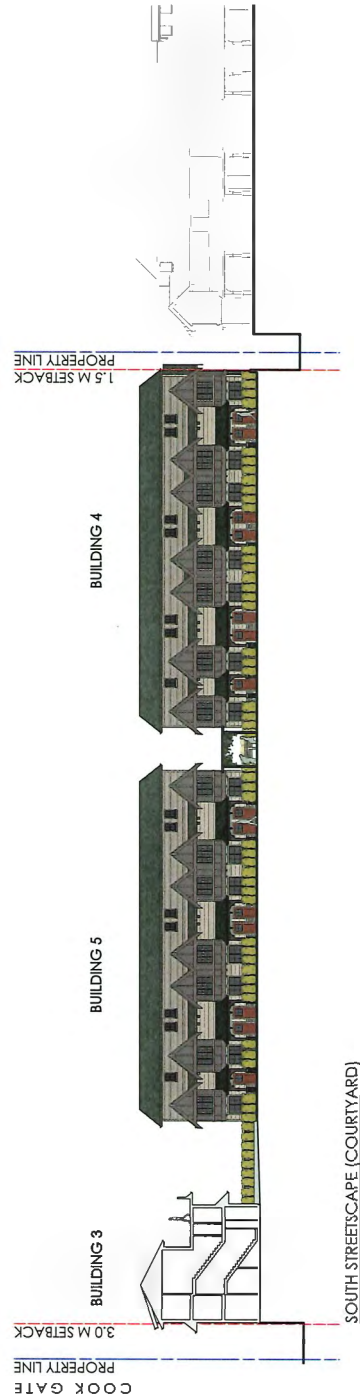
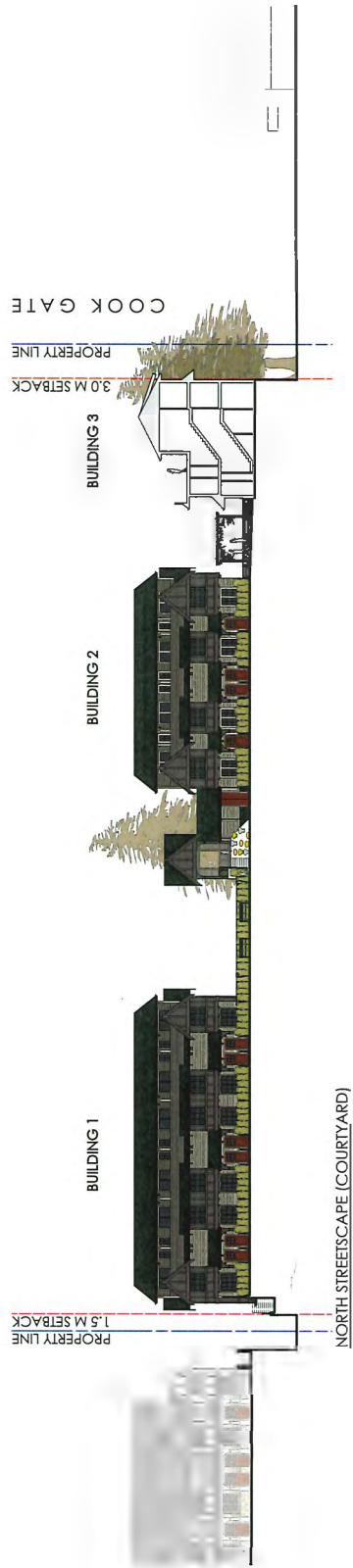
SITE SECTIONS

FORMWERKS  
ARCHITECTURAL

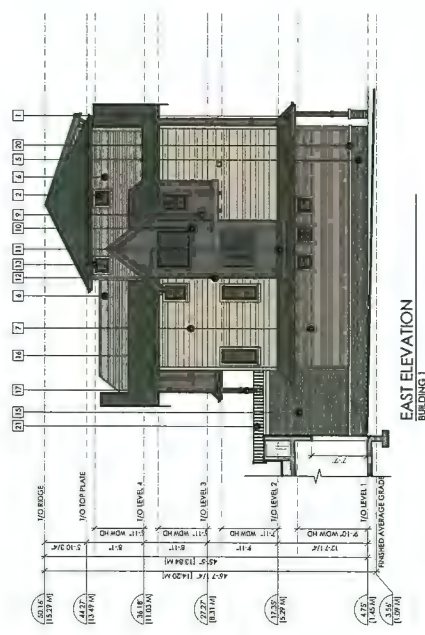
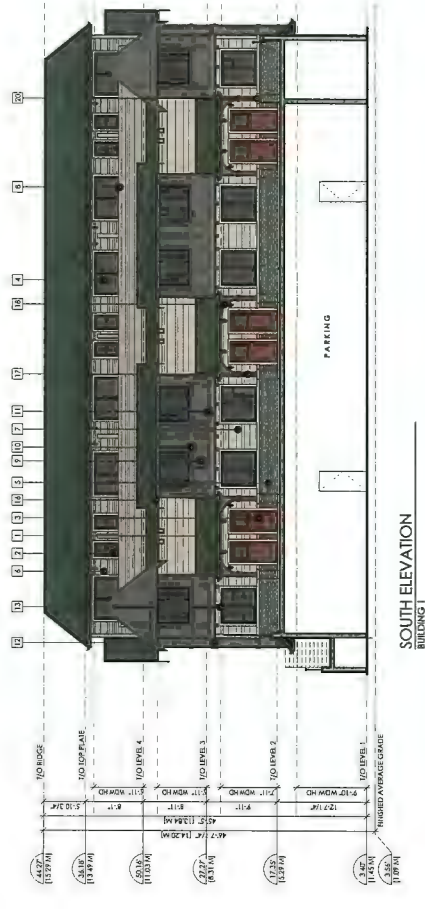
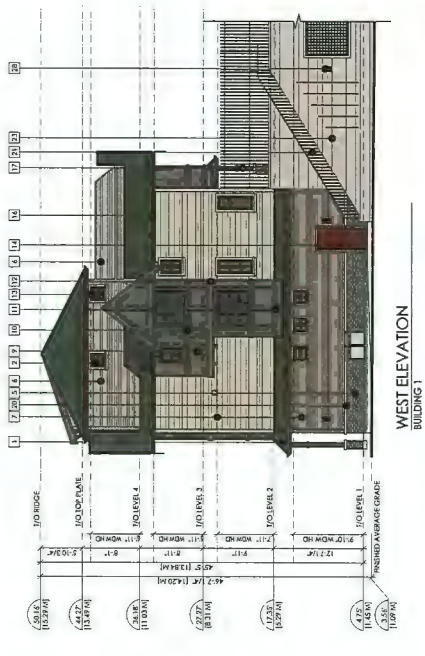




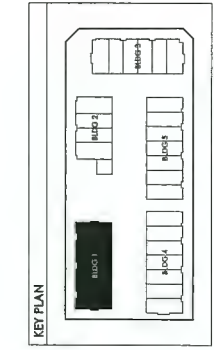








COLOUR LEGEND		FINISH SCHEDULE	
	BM 1551 LA PALOMA GREY		PAINTED FIBRE CEMENT BOARD
	BM 1549 BALBOA MIST		DOUBLE PAINTED SIDING
	BM 1475 GRANTSTONE		PAINTED WOOD SIDING
	BM HC-166 KENDALL CHARCOAL		PAINTED WOOD SIDING
	BM 2105-10 FOREST BROWN		PAINTED WOOD SIDING

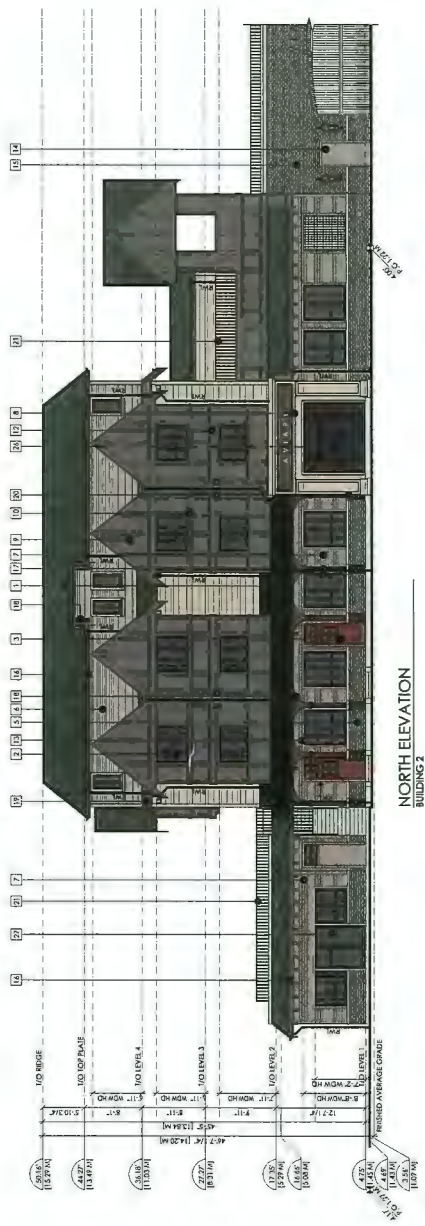


CNCL - 327

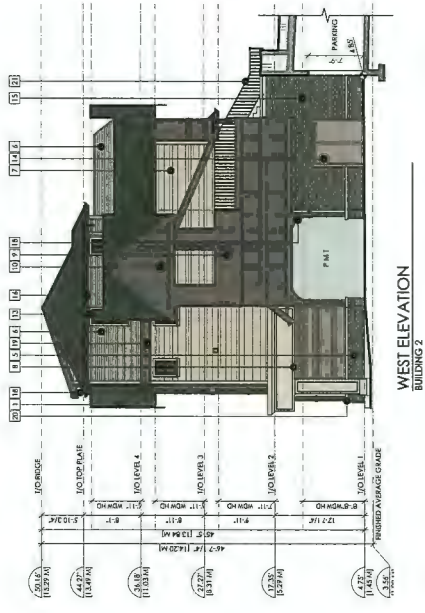
# AVIARY | 8800 SPIRES ROAD BUILDING 1 ELEVATIONS

FORMWORKS  
ARCHITECTURAL



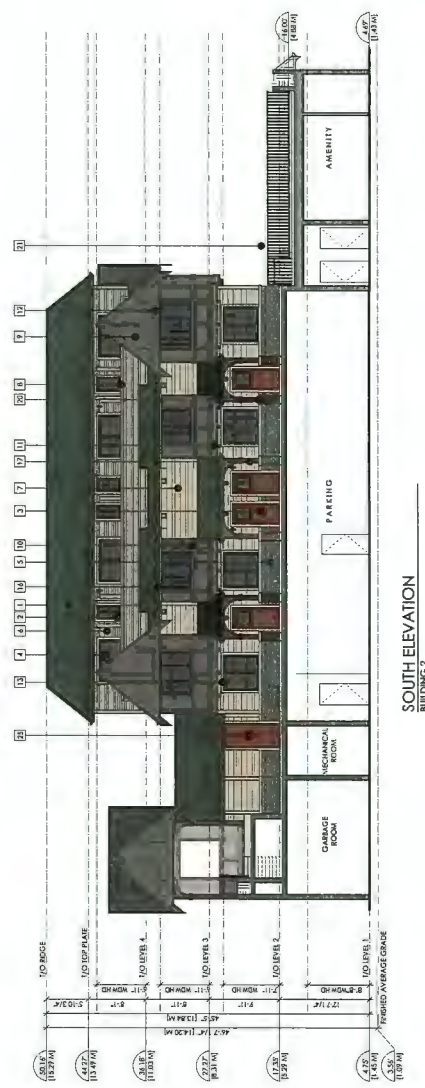


NORTH ELEVATION  
BUILDING 2

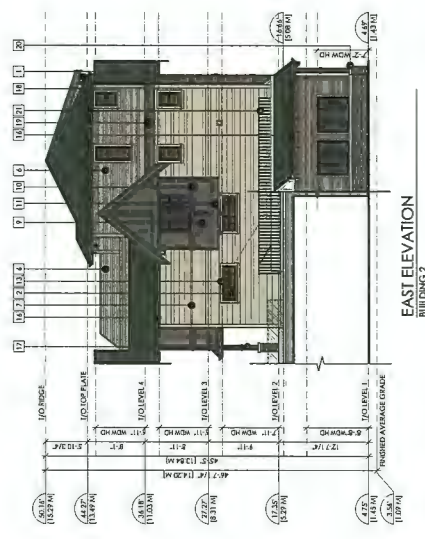


WEST ELEVATION  
BUILDING 2

CNCL - 328



SOUTH ELEVATION  
BUILDING 2



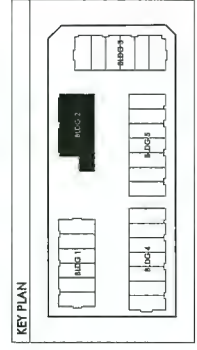
EAST ELEVATION  
BUILDING 2

**COLOUR LEGEND**

	BM 1551 LA PALOMA GREY
	BM 1549 BALBOA MIST
	BM 1475 GRAYSTONE
	BM HC-166 KENDALL CHARCOAL
	BM 2105-10 FOREST BROWN

**FINISH SCHEDULE**

<input type="checkbox"/> BRICKS AS SINGLE	<input type="checkbox"/> PAINTED BRICK CHAMF BOARD	<input type="checkbox"/> PAINTED WOOD COLUMN	<input type="checkbox"/> PAINTED METAL BEHAVIOR
<input type="checkbox"/> DOUBLE PANELED SLIDED	<input type="checkbox"/> PAINTED WOOD SHUTTER TRIM	<input type="checkbox"/> PAINTED WOOD BRACKETS	<input type="checkbox"/> GALV. LOBBY DOORS
<input type="checkbox"/> PAINTED WOOD SHUTTER TRIM	<input type="checkbox"/> PAINTED WOOD BRACKETS	<input type="checkbox"/> WRT 1/4 PROJECTED TRIM	<input type="checkbox"/> GALV. AMBRY DOORS
<input type="checkbox"/> PAINTED WOOD SHUTTER TRIM	<input type="checkbox"/> WRT 1/4 PROJECTED TRIM	<input type="checkbox"/> CONCRETE CAP	<input type="checkbox"/> BRK WALL SCORCE
<input type="checkbox"/> PAINTED 2X12 BELLY BOARD	<input type="checkbox"/> CONCRETE CAP	<input type="checkbox"/> ALUMINUM RAILING	
<input type="checkbox"/> PAINTED 2X12 BELLY BOARD	<input type="checkbox"/> ALUMINUM RAILING	<input type="checkbox"/> PERFORATED AL. SECURITY MESH	
<input type="checkbox"/> PAINTED BRICK CHAMF PLATE	<input type="checkbox"/> PERFORATED AL. SECURITY MESH	<input type="checkbox"/> BOARD FORMED CONCRETE	
<input type="checkbox"/> PAINTED BRICK CHAMF PLATE	<input type="checkbox"/> BOARD FORMED CONCRETE	<input type="checkbox"/> GREEN WALL OF CABLE SYSTEM	
<input type="checkbox"/> PAINTED WOOD TRIM BOARD	<input type="checkbox"/> GREEN WALL OF CABLE SYSTEM		

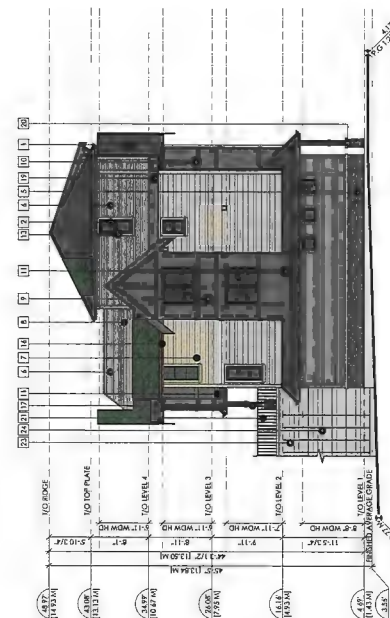
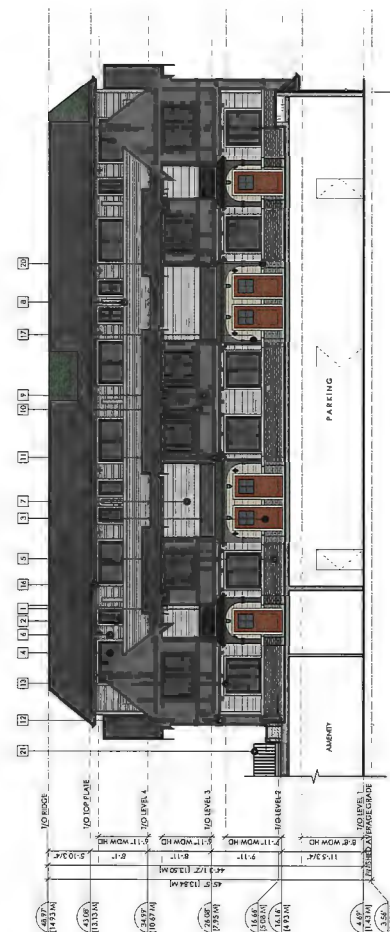
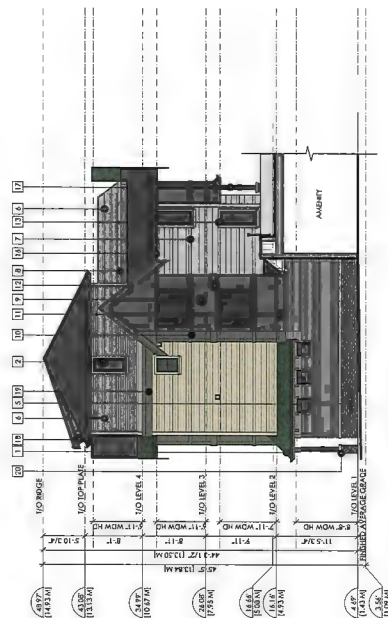
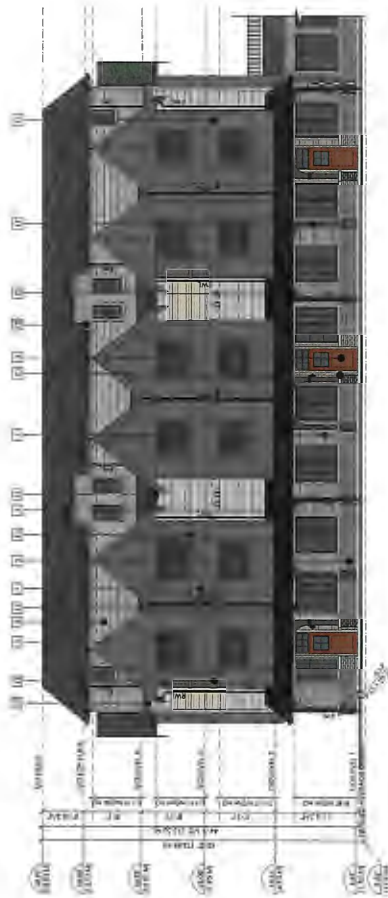





















AVIARY | 8800 SPIRES ROAD

BUILDING 2 ELEVATIONS

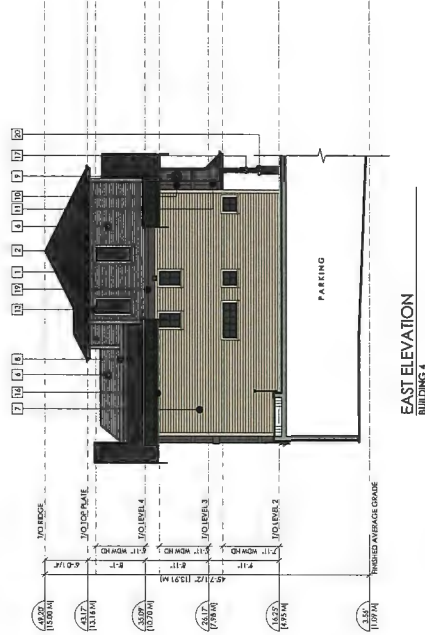
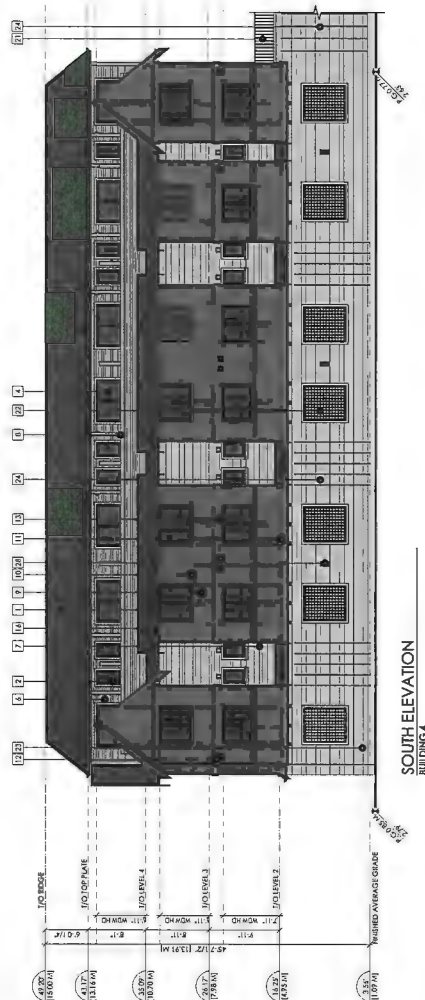
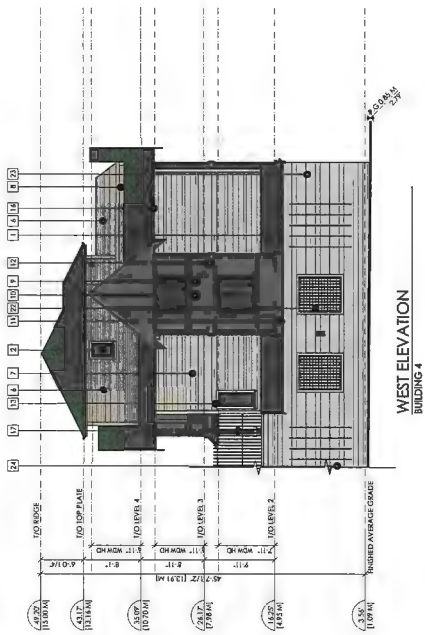
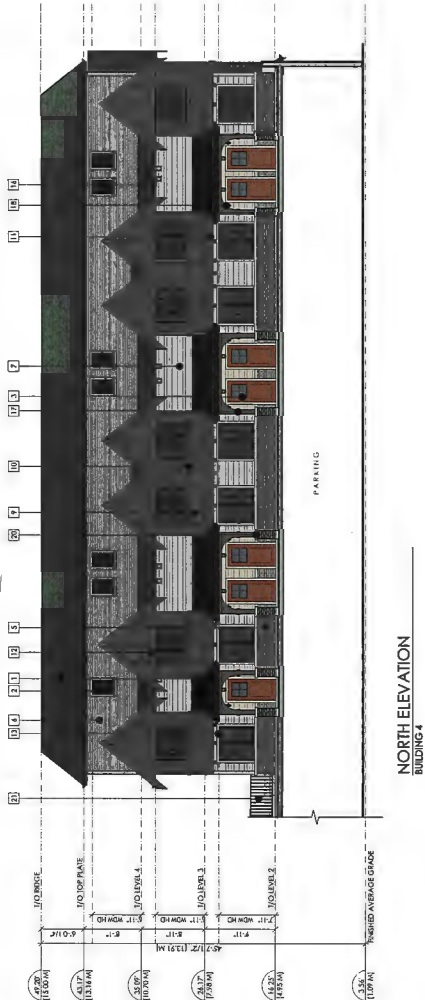
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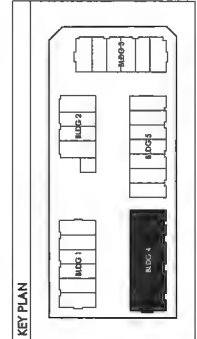


COLOUR LEGEND		FINISH SCHEDULE	
	BM 1551 LA PALOMA GREY	 1 RECTANGULAR PERFORATE	 2 PAINTED METAL SASH
	BM 1546 BALBOA MIST	 3 DOUBLE PAINT SANDING	 4 ONE WITH WINDOWS
	BM 1475 GRAYSTONE	 5 PANEL DOOR	 6 PAINTED METAL SASH
	BH HC-166 KENDALL CHARCOAL	 7 SLIDING DOOR	 8 PAINTED METAL SASH
	BW 2105-10 FOREST BROWN	 9 BRICK	 10 PAINTED METAL SASH
		 11 PAINTED METAL SASH	 12 PAINTED METAL SASH
		 13 PAINTED METAL SASH	 14 PAINTED METAL SASH





COLOUR LEGEND		FINISH SCHEDULE	
	BM 1551 LA PALOMA GREY		PAINTED METAL EXTERIOR
	BM 1549 BALBOA MIST		PAINTED WOOD SIDING
	BM 1475 GRAYSTONE		PAINTED WOOD SHAKES
	BM HC-166 KENDALL CHARCOAL		PAINTED WOOD TRIM
	BM 2105-10 FOREST BROWN		PAINTED METAL ROOF
			PAINTED METAL FLASHING
			PAINTED METAL GUTTER
			PAINTED METAL DOWNSPOUT
			PAINTED METAL SIDING
			PAINTED METAL TRIM
			PAINTED METAL DOOR
			PAINTED METAL WINDOW
			PAINTED METAL STAIRCASE
			PAINTED METAL RAILING
			PAINTED METAL HANDRAIL
			PAINTED METAL BALUSTRADE
			PAINTED METAL FENCING
			PAINTED METAL GATE
			PAINTED METAL POST
			PAINTED METAL CAP
			PAINTED METAL BASE
			PAINTED METAL CORNER
			PAINTED METAL EDGE
			PAINTED METAL DETAIL

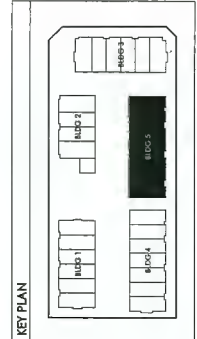
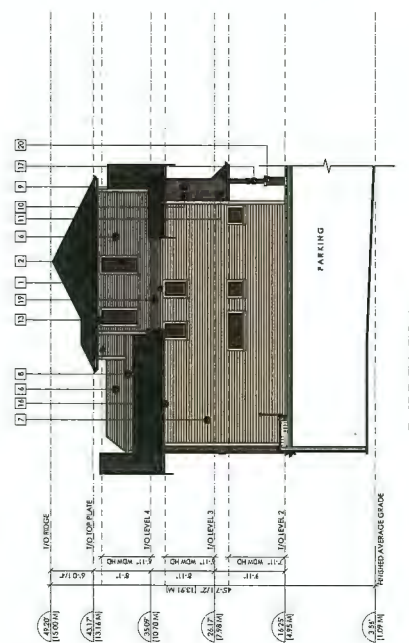
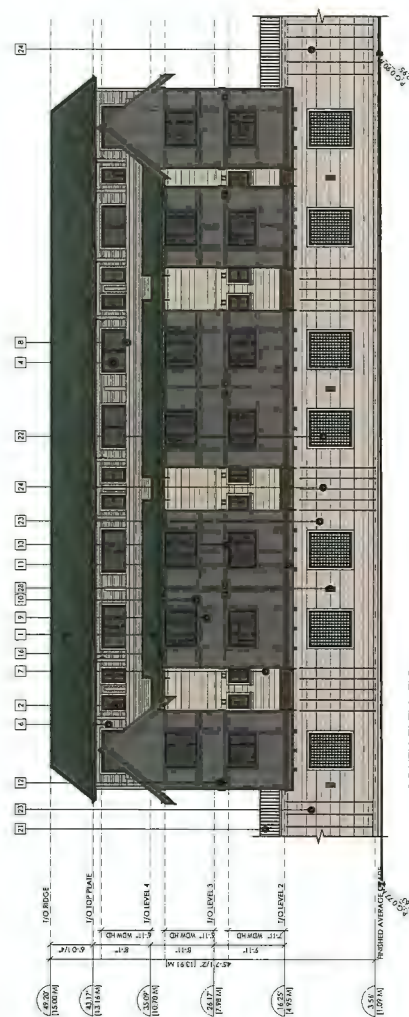
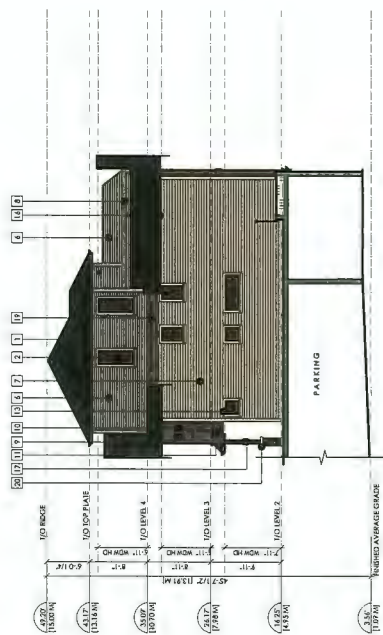
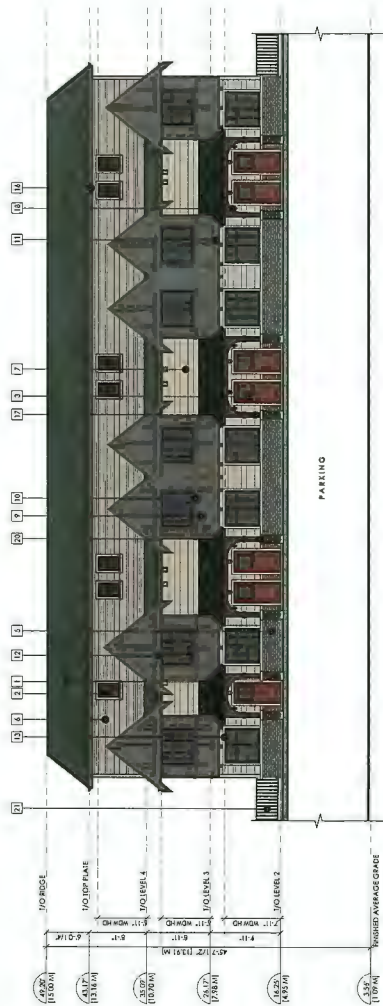


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# AVIARY | 8800 SPIRES ROAD BUILDING 4 ELEVATIONS

FORMWORKS  
ARCHITECTURAL





COLOUR LEGEND		FINISH SCHEDULE	
	BM 1551 LA PALOMA GREY	1	TRIPLEGLASS PANELS
		2	DOUBLE PANEL GLAZED
		3	JOINT VENT. WINDOWS
		4	INSULATED METAL PANEL DOOR
	BM 1549 BALBOA MIST	5	PAINTED METAL DOORS
		6	PAINTED METAL DOORS
		7	GLASS SLIDING DOORS
		8	GLASS SLIDING DOORS
	BM 1475 GRAYSTONE	9	PAINTED METAL DOORS
		10	PAINTED METAL DOORS
		11	GLASS SLIDING DOORS
		12	GLASS SLIDING DOORS
	BM HC-166 KENDALL CHARCOAL	13	PAINTED METAL DOORS
		14	PAINTED METAL DOORS
		15	GLASS SLIDING DOORS
		16	GLASS SLIDING DOORS
	BM 2105-10 FOREST BROWN	17	PAINTED METAL DOORS
		18	PAINTED METAL DOORS
		19	GLASS SLIDING DOORS
		20	GLASS SLIDING DOORS





**NORTH ELEVATION**  
**BUILDING 1 (EAST ELEVATION BUILDING 3 SIMILAR)**



**SOUTH ELEVATION**





FIBREGLASS SHINGLES



COLOUR: DARK BLACK

METAL GUTTER & RWL/VINYL WINDOWS



ENTRY DOORS



2105-10

MAN: BENJAMIN MOORE  
COLOUR: FOREST BROWN  
NUMBER: 2105-10

PAINTED TRIMS



MAN: BENJAMIN MOORE  
COLOUR: BALCON HSBT  
NUMBER: 147

PAINTED TRIMS



MAN: BENJAMIN MOORE  
COLOUR: CHARCOAL  
NUMBER: HC-16

PAINTED TRIMS



1475

MAN: BENJAMIN MOORE  
COLOUR: TO GRAYSTONE  
NUMBER: 1475

BRICK/COLUMN BASE



MAN: NORTON  
COLOUR: TOWER

PAINTED FIBRE CEMENT SIDING



MAN: JAMES HARRIS  
COLOUR: TO GRAYSTONE  
NUMBER: 1234

PAINTED FIBRE CEMENT BOARD/PANELS



1475

MAN: JAMES HARRIS  
COLOUR: TO GRAYSTONE  
NUMBER: HC-166

PAINTED FIBRE CEMENT SIDING



1549

MAN: JAMES HARRIS  
COLOUR: TO GRAYSTONE  
NUMBER: 1549

PAINTED CONCRETE







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BUILDING 3 LOOKING NORTH



ENTRY COURT

AVIARY | 8800 SPIRES ROAD

RENDERINGS

FORMWORKS  
ARCHITECTURAL





①



③



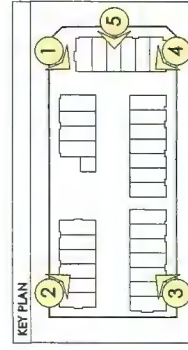
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④



⑤







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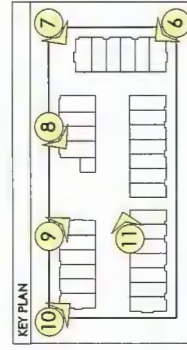
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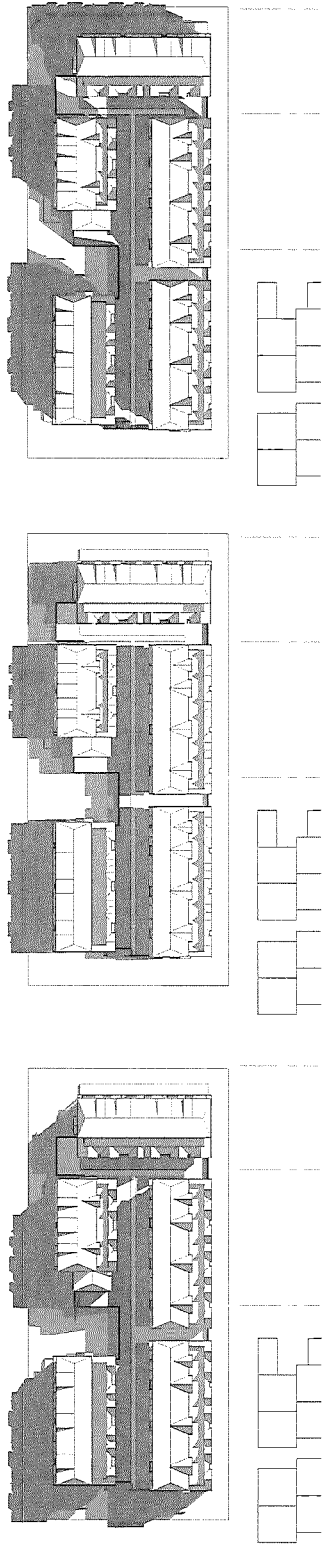
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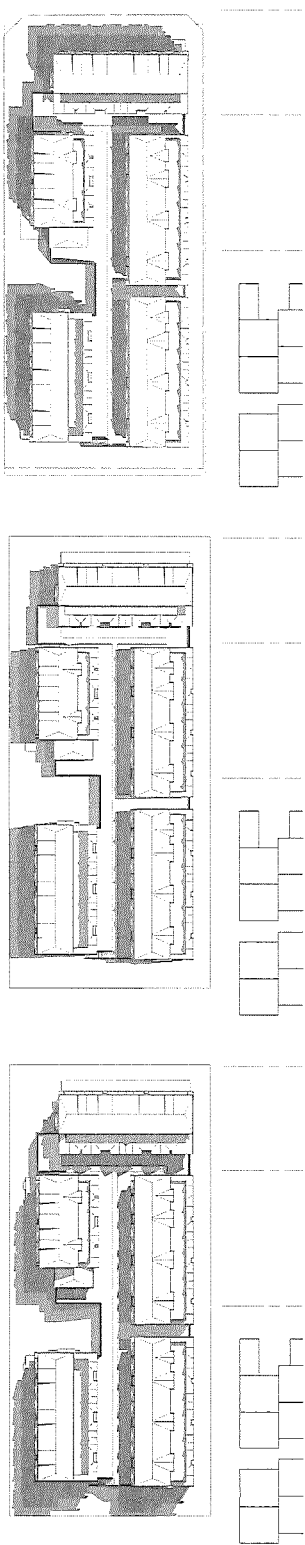




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MARCH/SEPTEMBER - 12:00 PM

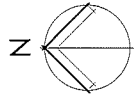
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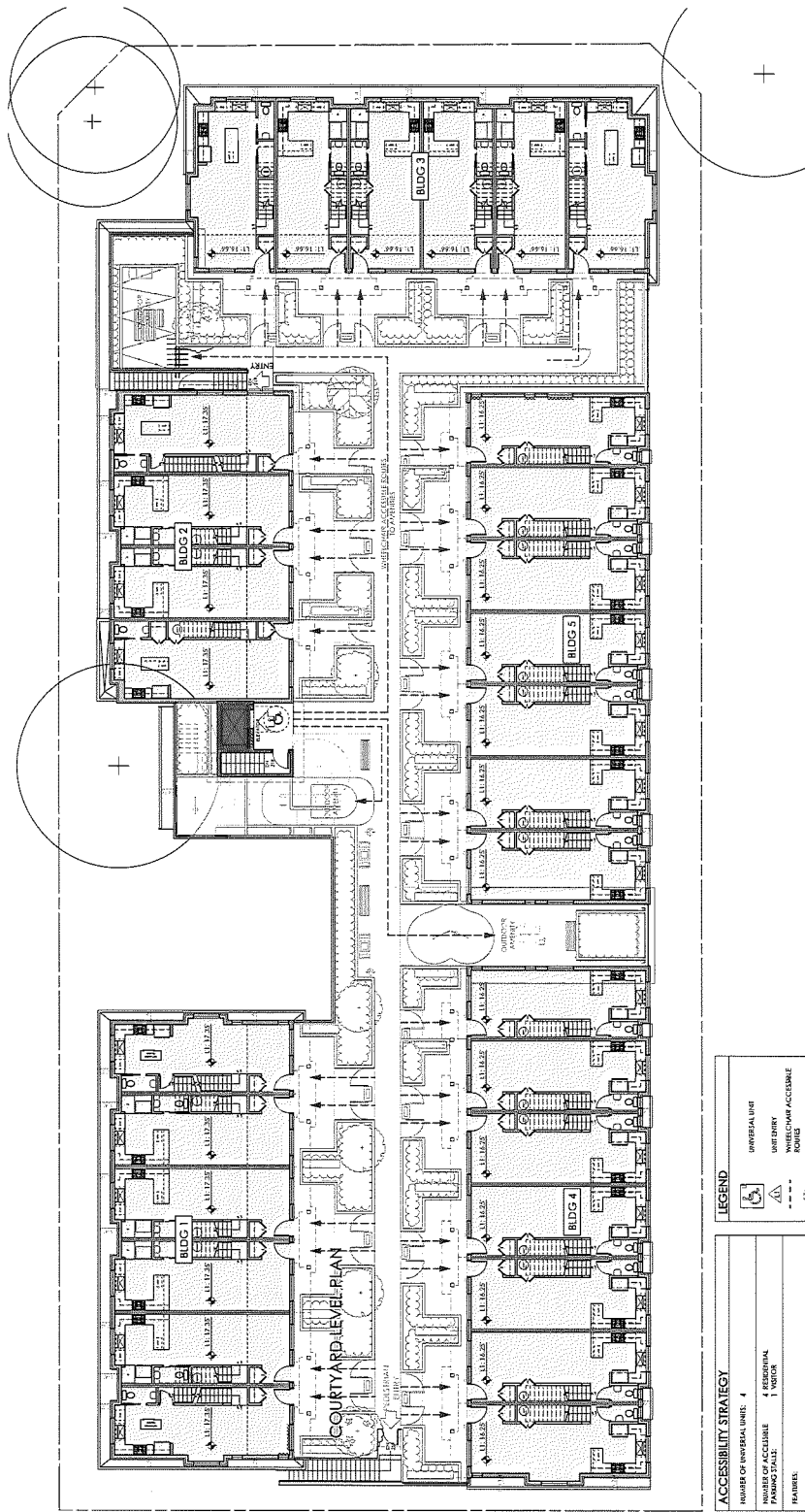
JUNE - 2:00 PM





[illegible]





**ACCESSIBILITY STRATEGY**

NUMBER OF UNIVERSAL UNITS: 4

NUMBER OF ACCESSIBLE PARKING SPACES: 4

RESIDENTIAL PARKING SPACES: 1

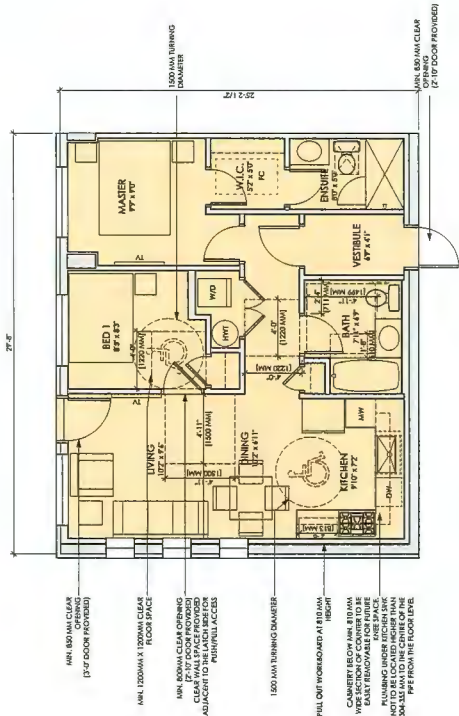
VEHICLE

**LEGEND**

UNIVERSAL UNIT  
UNIT ENTRY  
WHEELCHAIR ACCESSIBLE  
WHEELCHAIR ACCESSIBLE  
1500MM TURNING  
DIAMETER  
ACCESSIBLE PARKING SPACES  
ACCESSIBLE PARKING SPACES  
WHEELCHAIR PARKING SPACES

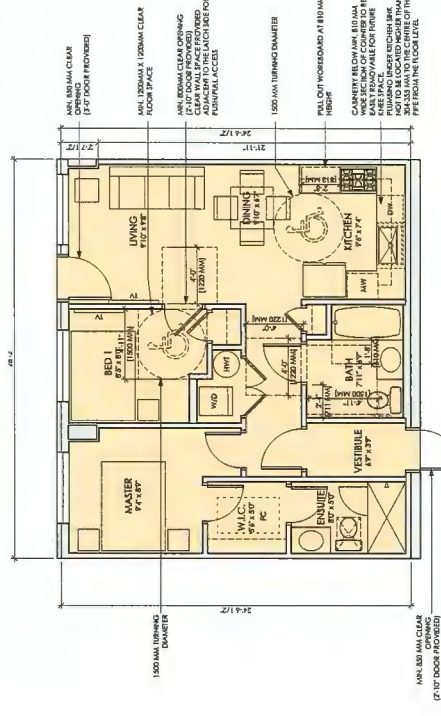
1. UNIVERSAL USE GARAGING AND A GENERAL ELEVATOR ACCOMMODATES  
WHEELCHAIR OCCUPATION THROUGHOUT THE SITE.  
2. ACCESSIBLE COURTYARD ALLOYS ACCESS TO ALL UNITS AND OUTDOOR AMENITY  
AREA.  
3. ALL UNITS CAN BE REACHED VIA WHEELCHAIR ROBBIE.  
4. GROUND FLOOR UNITS HAVE DIRECT PARKING ACCESS.  
5. ACCESSIBLE UNITS CAN BE ACCESSED FROM THE COURTYARD VIA THE  
ELEVATOR.  
6. UNIVERSAL UNITS CAN BE ACCESSED FROM THE STREET AND A SECONDARY  
ELEVATOR.  
7. ONE ACCESSIBLE PARKING SPACE IS PROVIDED FOR EACH UNIVERSAL UNIT.





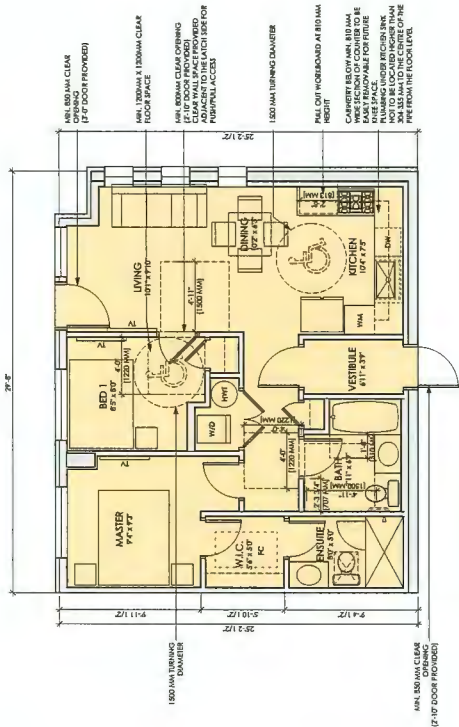
UNIT A1  
LEVEL 1 PLAN

UNIT A1 FLOOR AREAS				
ROOMS	LEVEL 1 SQ. FT.	LEVEL 1 SQ. FT.	LEVEL 1 SQ. FT.	TOTAL
GROSS	763.39	0.00	0.00	763.39
STAIR EXCLUSIONS	763.39	0.00	0.00	763.39
NET	763.39	0.00	0.00	763.39



UNIT A2C  
LEVEL 1 PLAN

UNIT A2C FLOOR AREAS				
ROOMS	LEVEL 1 SQ. FT.	LEVEL 1 SQ. FT.	LEVEL 1 SQ. FT.	TOTAL
GROSS	763.39	0.00	0.00	763.39
STAIR EXCLUSIONS	763.39	0.00	0.00	763.39
NET	763.39	0.00	0.00	763.39



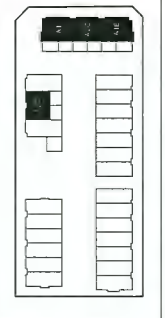
UNIT A1E  
LEVEL 1 PLAN

UNIT A1E FLOOR AREAS				
ROOMS	LEVEL 1 SQ. FT.	LEVEL 1 SQ. FT.	LEVEL 1 SQ. FT.	TOTAL
GROSS	763.39	0.00	0.00	763.39
STAIR EXCLUSIONS	763.39	0.00	0.00	763.39
NET	763.39	0.00	0.00	763.39

GENERAL NOTES

1. BASIC UNIT FLOOR AREAS (BFA) UNIT AREAS ARE SHOWN IN THE FOLLOWING TABLE. ALL OF THE INCLUDING TOWNSHIP 10N 10E 20E.

KEY PLAN





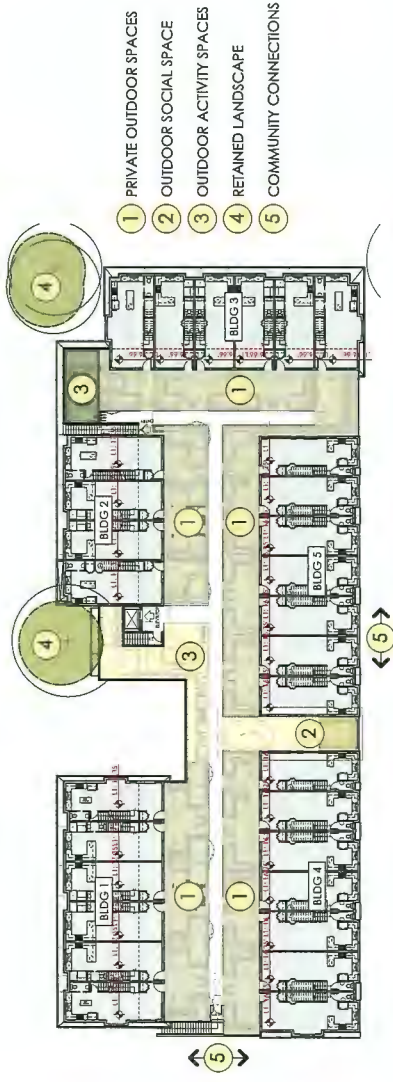
## Sustainable Site & Building Design

The Aviary aims to integrate sustainable site and building design principles throughout the project:

- Site design and building massing arranged to reduce energy needs;
- Building orientation tailored to maximize sun penetration and reduce winter heating loads; including thru-units with two exposures to maximize daylighting and natural ventilation;
- Energy efficient building systems including electric air source heat-pump system for efficient heating and cooling, programmable thermostats in each unit, HRV units for ventilation, individual electric hot water tanks for each unit, energy efficient lighting fixtures in all units and common areas, and gas for one cooking appliance per unit;
- Landscaping measures to address: plant diversity and habitat, tree retention, access to nature, and water conserving site irrigation;
- Potable water management emphasizing water conservation and efficiency in building operations and sustainable use of limited water supply;
- Zero-waste management;
- Green mobility and transportation management promoted through site proximity to local services thereby reducing the need for vehicle reliance.

## Potable Water Management

The project will emphasize water conservation and efficiency in order to promote the sustainable use of the City's potable water supply. In doing so, the project will minimize its impact on the overall growth of water demand in the City. Water conservation and efficiency measures to be taken in the project include the utilization of more efficient plumbing fixtures that either meet or beat baseline requirements for low rate or water use per flush. Soil volumes will be maximized where possible to allow for absorbent landscapes and where required permeable pavement will be applied to meet water management goals. Once water reduction is achieved, the project will implement a high efficiency drip irrigation system and drought-tolerant native plant species.



## Zero Waste Planning

The Aviary will provide dedicated space for waste diversion initiatives and residual waste collection in homes, common areas, and the surrounding shared public areas. Additionally, the site will meet the requirements of sustainable large developments.

### ZERO WASTE APPROACH



## Green Mobility & Transportation Management

The Aviary will provide sustainable travel to and from the site. Walking, cycling and public transit will be highlighted over automobile use and measures will be taken to support the use of low-carbon vehicles such as electric vehicles and bicycles. The Aviary site is located near both the Granville Avenue and Garden City Road bicycle corridors and is within walking distance to existing bus routes and Bighouse Skytrain Station. Further features under consideration include: bike parking for both short and long-term use; and electrical outlets at each residential parking space capable of providing Level 2 charging.









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P: 604.274.8011 F: 604.274.0022

SCALE:



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9	2024.03.20	ISSUE FOR PERMIT	PMG
10	2024.03.20	ISSUE FOR PERMIT	PMG

CLEAR:



PROJECT:

**SPIRES II 38 UNIT  
TOWNHOUSE DEVELOPMENT**  
8800, 8700, 8700 SPIRES GATE  
AND 8700 SPIRES ROAD  
RICHMOND

DRAWING TITLE:

**LEVEL 2  
LANDSCAPE PLAN**

DATE: 2024.03.20

SCALE: 1/2" = 1'-0"

DRAWN: MC

CHECKED: MC

OF 13

PC

PAGE PROJECT NUMBER:

21-176



**Site Furnishing Legend**

Symbol	Model
[Symbol]	MAGLIN SCRUB 1000, GREY POWDERCOAT, SURFACE MOUNT, USE TAMPER RESISTANT HARDWARE. 28KRE CAPACITY. SITE TOTAL CLASS 2-30 UNITS X 0.2 = 6
[Symbol]	MAGLIN MLS10-W-PC BENCH, HDPC SLATS CHARCOAL COLOUR AND BLACK POWDERCOAT. ++
[Symbol]	HOSE BIB

**Fencing Legend**

Symbol	Model
[Symbol]	8' FT. PRIVACY SCREEN DETAIL 27 L/S
[Symbol]	42" HT. WOOD PICKET FENCE DETAIL 11 L/S
[Symbol]	42" HT. METAL PICKET FENCE DETAIL 23 L/S
[Symbol]	6' FT. PERIMETER FENCE DETAIL 11 L/S
[Symbol]	3' FT. FRONTAGE FENCE DETAIL 24 L/S

**Hardscape Material Legend**

Symbol	Model
[Symbol]	PERMEABLE PAVEMENT: ARBORESCENT CONCRETE, AQUARIUM, VENTURA, RAMON PATTERN DETAIL 27 L/S ++
[Symbol]	CONCRETE SIDEWALK DETAIL BY OTHERS, BROOM FINISH TOOLED DETAIL 28 L/S
[Symbol]	ARBORESCENT CONCRETE, HYDRAPRESSURE SLAB, TEXADA FINISH, RUNNING BOND PATTERN, NATURAL COLOUR DETAIL 11 L/S
[Symbol]	RUBBER PLAY TILES, RUNNING BOND PATTERN, NATURAL COLOUR DETAIL 11 L/S



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**pmg**  
LANDSCAPE  
ARCHITECTS  
8888 CLINO - 4185 888 CLINO DRIVE  
RICHMOND, BC V6X 1A1  
P: 604-284-0011 | F: 604-284-0022

REAL:



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97	11/15/2022	ISSUE FOR CONSULTANT DESIGN RFP	CS
98	11/15/2022	ISSUE FOR CONSULTANT DESIGN RFP	CS
99	11/15/2022	ISSUE FOR CONSULTANT DESIGN RFP	CS
100	11/15/2022	ISSUE FOR CONSULTANT DESIGN RFP	CS

CLIENT:

PROJECT:

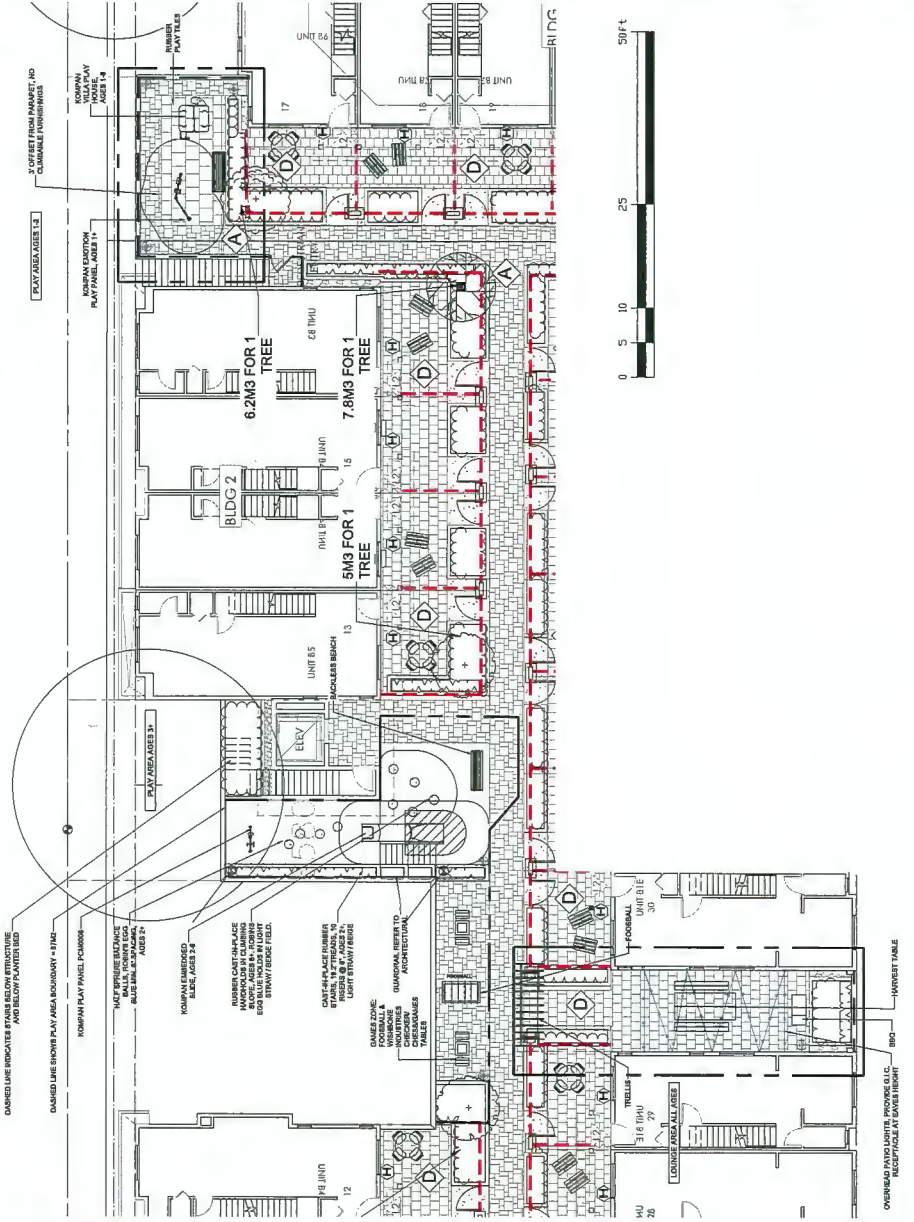
**SPIRES II 38 UNIT  
TOWNHOUSE DEVELOPMENT  
8888, 8780, 8760 SPIRES GATE  
AND 8740 SPIRES ROAD  
RICHMOND**

**LEVEL 2  
AMENITY DETAIL PLAN**

DATE: 11/15/2022  
SCALE: 1/8" = 1'-0"  
DRAWN: MC  
DESIGN: MC  
CHECK: PC

PROJECT NUMBER: 21-175

11/15/2022



WHEELS AND ROLLERS BACKLASH BENCH  
WHEELS AND ROLLERS BACKLASH BENCH  
WHEELS AND ROLLERS BACKLASH BENCH



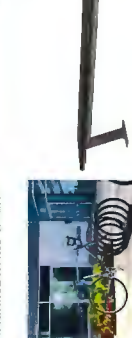
WHEELS AND ROLLERS BACKLASH BENCH  
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WHEELS AND ROLLERS BACKLASH BENCH  
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[illegible][illegible]

**PROPOSED TOWNHOUSE  
6571-6591 NO, 1 ROAD  
RICHMOND BC**

## CONTEXT

PROJECT NUMBER: 16-03  
ISSUED: 3/19/2024  
DRAWN BY: EL  
CHECKED BY: EL  
FILENAME: 16-04\_SWO\_240327-DPP-PRESENT

## CONTEXT

DEVELOPMENT PERMIT



ISSUED	RECEIVED
1 2022.06.29 FOR DOCUMENT PAGE APPLICATION	
2 2023.01.18 FOR CITY OF REVENUE	
3 2023.03.08 FOR CITY OF REVENUE	
4 2023.06.05 FOR CITY OF REVENUE	
5 2023.11.23 FOR CITY OF REVENUE	
6 2023.01.11 FOR CITY OF REVENUE	
7 2024.01.24 FOR CITY OF REVENUE	
8 2024.02.27 FOR CITY OF REVENUE	
9 2024.02.27 FOR CITY OF REVENUE	
10 2024.02.28 RECEIVED FOR CITY OF REVENUE	
11 2024.02.28 RECEIVED FOR CITY OF REVENUE	
12 2024.05.05 RECEIVED FOR CITY OF REVENUE	
13 2024.03.27 FOR CITY OF PAHLS PRESOLUTION	

11	2014-03-04	RAISE GRADE AT SOUTH END OF ROAD	AS REQUESTED BY OWNER
10	2014-02-28	REMOVED DRIVE	AS REQUESTED BY OWNER
9	2014-02-28	REMOVED DRIVE	AS REQUESTED BY OWNER
8	2014-02-28	RAISE ROAD GRADE AND PAVEMENT AREA	AS REQUESTED BY OWNER
7	2014-02-28	RAISE ROAD GRADE LEVELS AS PER CITY	AS REQUESTED BY OWNER
6	2014-02-28	RAISE ROAD GRADE LEVELS AS PER CITY	AS REQUESTED BY OWNER
5	2014-02-01	RAISE ROAD GRADE LEVELS ON 18	NORTH STREET
4	2013-11-24	RAISE ROAD GRADES PER DRY COMBUST	
3	2013-12-14	REMOVED PER CITY DRAIN COMBUST	
2	2013-11-23	REMOVED PER CITY DRAIN COMBUST	
1	2013-10-01	REMOVED PER CITY DRAIN COMBUST	
2	2013-08-08	REMOVED PER CITY COMBUST	
1	2013-01-28	REMOVED PER CITY DRAIN COMBUST	

**PROPOSED TOWNHOUSE  
6571-6591 NO, 1 ROAD  
RICHMOND BC**

## MASSING

PROJECT NUMBER: 16-03  
ISSUED: 3/19/2024  
DRAWN BY: EL  
CHECKED BY: EL  
FILENAME: 16-04\_SNO\_240327-DPP-PRES

# MASSING

DEVELOPMENT PERMIT

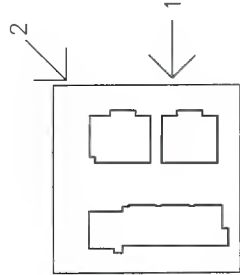


DP 22-021165





1. VIEW ALONG NO 1 ROAD



2. VIEW ALONG NO 1 ROAD SIDEWALK



ERIC LAW ARCHITECT

Website: [ericlawarchitect.com](http://ericlawarchitect.com)  
100-1000 100th Ave  
Richmond BC  
TEL: (604) 360-1099

CONCEPT DESIGN, PRELIMINARY DESIGN, PERMITTING, ARCHITECTURAL DRAWINGS, CONSTRUCTION ADMINISTRATION, INTERIOR DESIGN, LANDSCAPE ARCHITECTURE, PHOTOGRAPHY, VIDEO, 3D RENDERING, VIRTUAL REALITY, MOBILE APPLICATIONS, WEBSITE DESIGN, SOCIAL MEDIA STRATEGY, PROJECT MANAGEMENT, CLIENT RELATIONSHIP MANAGEMENT, BUSINESS DEVELOPMENT, MARKETING, FINANCIAL ANALYSIS, RISK MANAGEMENT, LEGAL CONSULTING, TAX ADVICE, ACCOUNTING, INVESTMENT MANAGEMENT, ESTATE PLANNING, RETIREMENT PLANNING, EDUCATION PLANNING, CHARITABLE GIVING, NON-PROFIT ORGANIZATION, GOVERNMENT RELATIONS, PUBLIC AFFAIRS, COMMUNITY ENGAGEMENT, ENVIRONMENTAL ASSESSMENT, HISTORIC PRESERVATION, ARCHITECTURAL RESEARCH, MONUMENTAL DESIGN, ANTIQUE RESTORATION, ART COLLECTION, GALLERY DESIGN, MUSEUM DESIGN, THEATRE DESIGN, FILM SET DESIGN, STAGE DESIGN, EVENT DESIGN, WEDDING DESIGN, YACHT DESIGN, AV SYSTEMS, AUDIO VISUAL, LIGHTING DESIGN, SOUND DESIGN, SECURITY DESIGN, ACCESSIBILITY DESIGN, UNIVERSAL DESIGN, SUSTAINABLE DESIGN, GREEN BUILDING, LEED CERTIFICATION, WELLNESS DESIGN, BIOPHILIC DESIGN, SMART BUILDING, IoT INTEGRATION, DIGITAL TRANSFORMATION, CYBERSECURITY, DATA ANALYTICS, ARTIFICIAL INTELLIGENCE, BLOCKCHAIN, CLOUD COMPUTING, MOBILE DEVELOPMENT, WEBSITE DEVELOPMENT, SOFTWARE DEVELOPMENT, SYSTEMS INTEGRATION, IT SUPPORT, NETWORKING, TELECOMMUNICATIONS, TRANSPORTATION DESIGN, AEROSPACE DESIGN, MARINE DESIGN, AGRICULTURAL DESIGN, INDUSTRIAL DESIGN, MEDICAL DESIGN, HEALTHCARE DESIGN, EDUCATIONAL DESIGN, RECREATION DESIGN, SPORTS DESIGN, MILITARY DESIGN, DEFENSE DESIGN, SPACE DESIGN, AERONAUTICS DESIGN, ROBOTICS DESIGN, AUTOMATION DESIGN, MECHANICAL DESIGN, ELECTRICAL DESIGN, CIVIL DESIGN, ENVIRONMENTAL DESIGN, GEOTECHNICAL DESIGN, STRUCTURAL DESIGN, ARCHITECTURAL ENGINEERING, BUILDING INFORMATION MODELING (BIM), 4D SCHEDULING, 5D COST ESTIMATING, 6D SUSTAINABILITY, 7D PERFORMANCE, 8D REALITY, 9D IMMERSION, 10D CONVERGENCE, 11D FUTURE, 12D INFINITY.

NO.	DESCRIPTION
1	2021/08/20 FOR DEVELOPMENT PERMIT APPLICATION
2	2021/12/28 FOR CITY OF RICHMOND
3	2021/06/08 FOR CITY OF RICHMOND
4	2021/10/25 FOR CITY OF RICHMOND
5	2021/11/27 FOR CITY OF RICHMOND
6	2021/11/11 FOR CITY OF RICHMOND
7	2021/11/11 FOR CITY OF RICHMOND
8	2021/12/28 FOR CITY OF RICHMOND
9	2021/12/28 FOR CITY OF RICHMOND
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11	2021/12/28 FOR CITY OF RICHMOND
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99	2021/12/28 FOR CITY OF RICHMOND
100	2021/12/28 FOR CITY OF RICHMOND

PROPOSED TOWNHOUSE  
6571-6591 NO. 1 ROAD  
RICHMOND BC

ILLUSTRATIVE IMAGES

PROJECT NUMBER:	16-03
ISSUED:	3/19/2024
DRAWN BY:	EL
CHECKED BY:	EL
FILENAME:	16-03_SNO_240317-APP-PRC2024

IMAGE (1)

DEVELOPMENT PERMIT

DP 22-021165



	YEAR	1970-75 POP. INCREASE	PERCENT POPULATION
1	1970-75	FOR CITY OF DENVER	
2	1970-75	FOR CITY OF DENVER	
3	1970-75	FOR CITY OF DENVER	
4	1970-75	FOR CITY OF DENVER	
5	1970-75	FOR CITY OF DENVER	
6	1970-75	FOR CITY OF DENVER	
7	1970-75	FOR CITY OF DENVER	
8	1970-75	FOR CITY OF DENVER	
9	1970-75	FOR CITY OF DENVER	
10	1970-75	FOR CITY OF DENVER	
11	1970-75	FOR CITY OF DENVER	
12	1970-75	FOR CITY OF DENVER	

11	10/22/03.02.04	NAME GRADE AT SOUTH END OF ROAD	COMMENTS
10	10/17/03.02.28	RETRACTED WITH AGRICULTURE	
9	10/17/03.02.28	RETRACTED WITH AGRICULTURE	
8	10/17/03.02.28	RETRACTED WITH AGRICULTURE	
7	10/17/03.02.28	RETRACTED WITH AGRICULTURE	
6	10/17/03.02.28	RETRACTED WITH AGRICULTURE	
5	10/17/03.02.28	RETRACTED WITH AGRICULTURE	
4	10/17/03.02.28	RETRACTED WITH AGRICULTURE	
3	10/17/03.02.28	RETRACTED WITH AGRICULTURE	
2	10/17/03.02.28	RETRACTED WITH AGRICULTURE	
1	10/17/03.02.28	RETRACTED WITH AGRICULTURE	

**PROPOSED TOWNHOUSE  
6571-6591 NO, 1 ROAD  
RICHMOND BC**

## ILLUSTRATIVE IMAGES

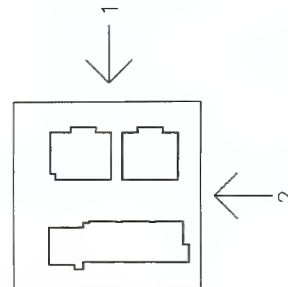
PROJECT NUMBER: 16-03  
ISSUED: 3/19/2024  
DRAWN BY: EL  
CHECKED BY: EL  
FILENAME: 16-04-SHO-240327-DPP-PRES01

**IMAGE (2)**

DEVELOPMENT PERMIT



1. AERIAL VIEW ALONG NO 1 ROAD



2. AERIAL SOUTH VIEW

DP 22-021165





2. AERIAL WEST VIEW

DP 22-021165

[illegible]

**PROPOSED TOWNHOUSE  
6571-6591 NO, 1 ROAD  
RICHMOND BC**

## ILLUSTRATIVE IMAGES

PROJECT NUMBER: 10-01
ISSUED: 3/19/2024
DRAWN BY: EL
CHECKED BY: EL
PLOTNAME: 10-01_040_240317-09-PLOT01

**IMAGE (3)**

DEVELOPMENT PERMIT



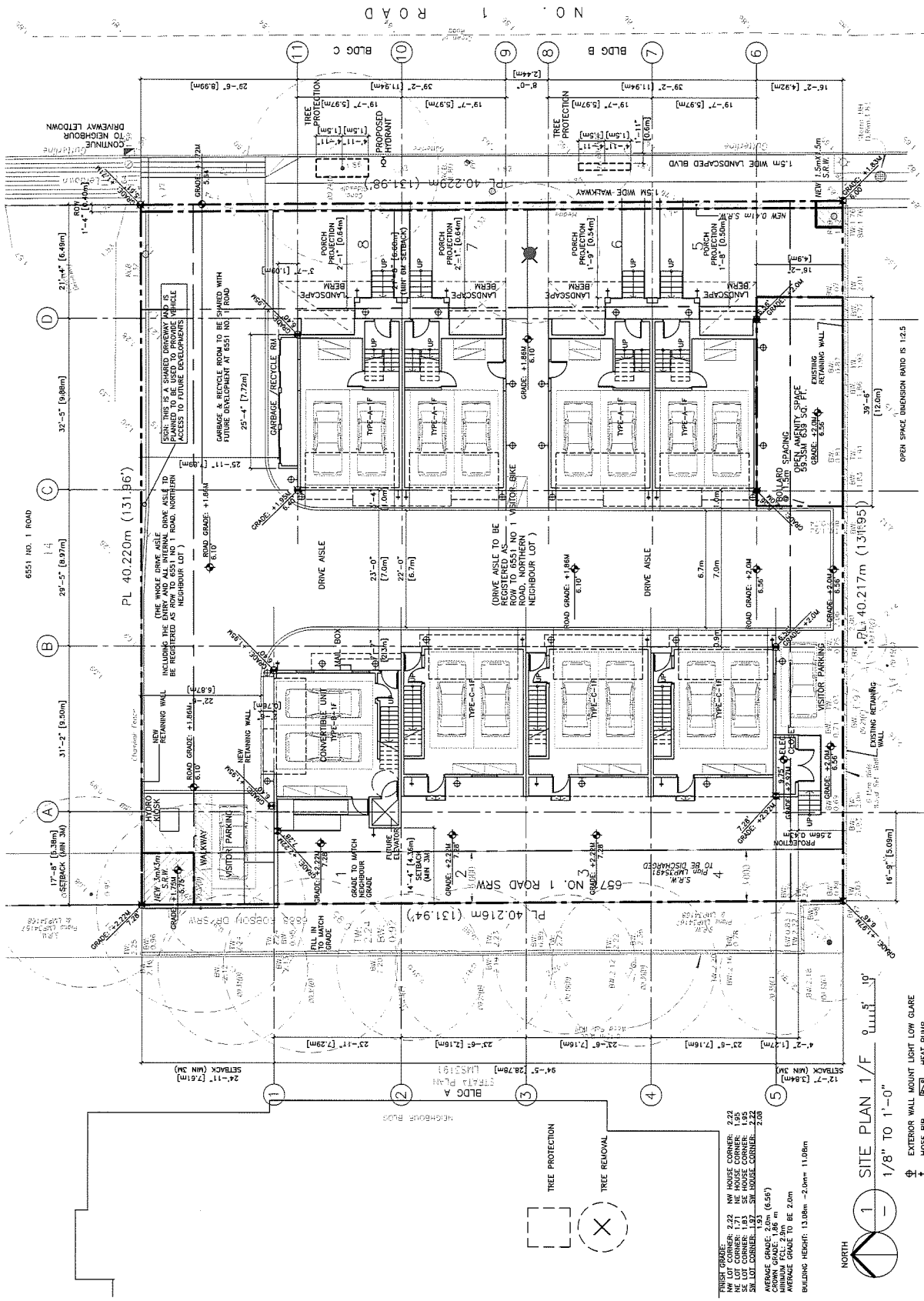
ERIC LAW

ARCHITECT

10101 16th Ave. N.  
 Suite 100  
 Minneapolis, MN 55412  
 Tel: (612) 339-2979  
 Fax: (612) 339-2979  
 www.ericlawarchitect.com

CONCEPT DESIGN, PRELIMINARY  
 DESIGN, PERMITTING, AND  
 CONSTRUCTION DOCUMENTS  
 FOR THE PROPOSED  
 6551 NO. 1 ROAD  
 RICHMOND, BC  
 PROJECT NO. 22-021165

NO.	DATE	DESCRIPTION
1	2022.03.24	FOR PRELIMINARY DESIGN
2	2022.04.18	FOR PRELIMINARY DESIGN
3	2022.04.18	FOR PRELIMINARY DESIGN
4	2022.04.18	FOR PRELIMINARY DESIGN
5	2022.04.18	FOR PRELIMINARY DESIGN
6	2022.04.18	FOR PRELIMINARY DESIGN
7	2022.04.18	FOR PRELIMINARY DESIGN
8	2022.04.18	FOR PRELIMINARY DESIGN
9	2022.04.18	FOR PRELIMINARY DESIGN
10	2022.04.18	FOR PRELIMINARY DESIGN
11	2022.04.18	FOR PRELIMINARY DESIGN
12	2022.04.18	FOR PRELIMINARY DESIGN
13	2022.04.18	FOR PRELIMINARY DESIGN



FINISH GRADE:  
 NW LOT CORNER 2.22  
 SE LOT CORNER 1.93  
 SW LOT CORNER 1.93  
 NE LOT CORNER 2.22  
 AVERAGE GRADE 2.0m (6.56')  
 MINIMUM FCL 2.0m  
 BUILDING HEIGHT 13.08m - 2.0m = 11.08m

1 SITE PLAN 1/F  
 1/8" TO 1'-0"  
 NORTH  
 EXTERIOR WALL MOUNT LIGHT LOW GLARE  
 HOSE BIB  
 HEAT PUMP

CNCL - 350

DP 22-021165

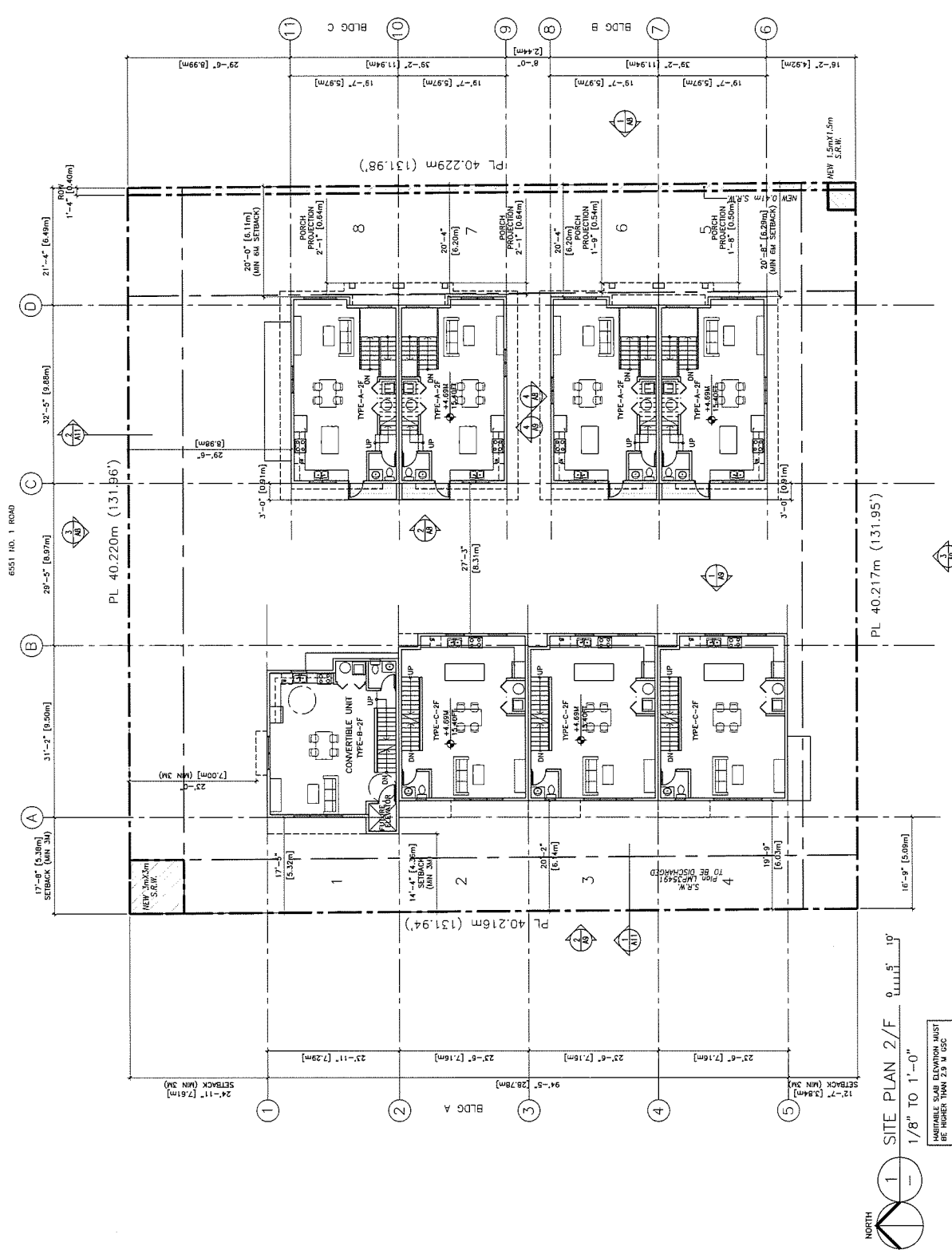
A2

DEVELOPMENT PERMIT

PROPOSED TOWNHOUSE  
 6551-4591 NO. 1 ROAD  
 RICHMOND BC  
 SITE PLAN (1F)

PROJECT NUMBER: 16-03  
 ISSUED: 3/19/2024  
 DRAWN BY: EL  
 CHECKED BY: EL  
 FILENAME: 16-04\_SNO\_240327-BMP-PRC510





HABITABLE SLAB ELEVATION MUST BE HIGHER THAN 2.9 M GSC

DP 22-021165

DEVELOPMENT PERMIT

**A3**

**PROPOSED TOWNHOUSE  
6571-6591 NO, 1 ROAD  
RICHMOND BC**

**SITE PLAN (2F)**

PROJECT NUMBER: 16-03  
ISSUED: 3/19/2024  
DRAWN BY: EL  
CHECKED BY: EL  
FILENAME: 16-04\_SHO\_240327-DPP-PRESDT



ERIC LAW

ARCHITECT

ERIC LAW ARCHITECT  
 1000 WEST 10TH AVENUE SUITE 100  
 DENVER, CO 80202  
 TEL: (303) 555-1000

CONCEPT, DESIGN, PERMIT, AND  
 CONSTRUCTION ADMINISTRATION  
 FOR THE PROPOSED 6571-6581  
 NO. 1 ROAD, RICHMOND, BC  
 (SEE SHEET 10-04, 10-05, 10-06, 10-07,  
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ERIC LAW

ARCHITECT

eric.law@erichlaw.com

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TEL: (604) 588-1000

ADDRESS: 100-1000

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1	2023.05.10	FOR DEVELOPMENT PERMIT APPLICATION
2	2023.05.18	FOR CITY OF RICHMOND
3	2023.05.18	FOR CITY OF RICHMOND
4	2023.05.18	FOR CITY OF RICHMOND
5	2023.05.18	FOR CITY OF RICHMOND
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12	2023.05.18	FOR CITY OF RICHMOND
13	2023.05.18	FOR CITY OF RICHMOND

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Architectural site plan for a proposed townhouse development. The plan shows a rectangular site bounded by 6551 No. 1 Road to the north and 100-1000 to the south. The site is divided into two main sections, BLDG A and BLDG B, each containing multiple townhouse units. Dimensions are provided for setbacks and lot areas. A north arrow is located in the bottom right corner. The plan also shows existing and proposed easements and setbacks.

A5

DP 22-021165

DEVELOPMENT PERMIT

PROPOSED TOWNHOUSE  
6571-4591 NO. 1 ROAD  
RICHMOND BC

SITE PLAN (ROOF)

PROJECT NUMBER:	16-03
ISSUED:	3/19/2024
DRAWN BY:	EL
CHECKED BY:	EL
FILENAME:	16-04_SNO_240327-00P-PRJ03010



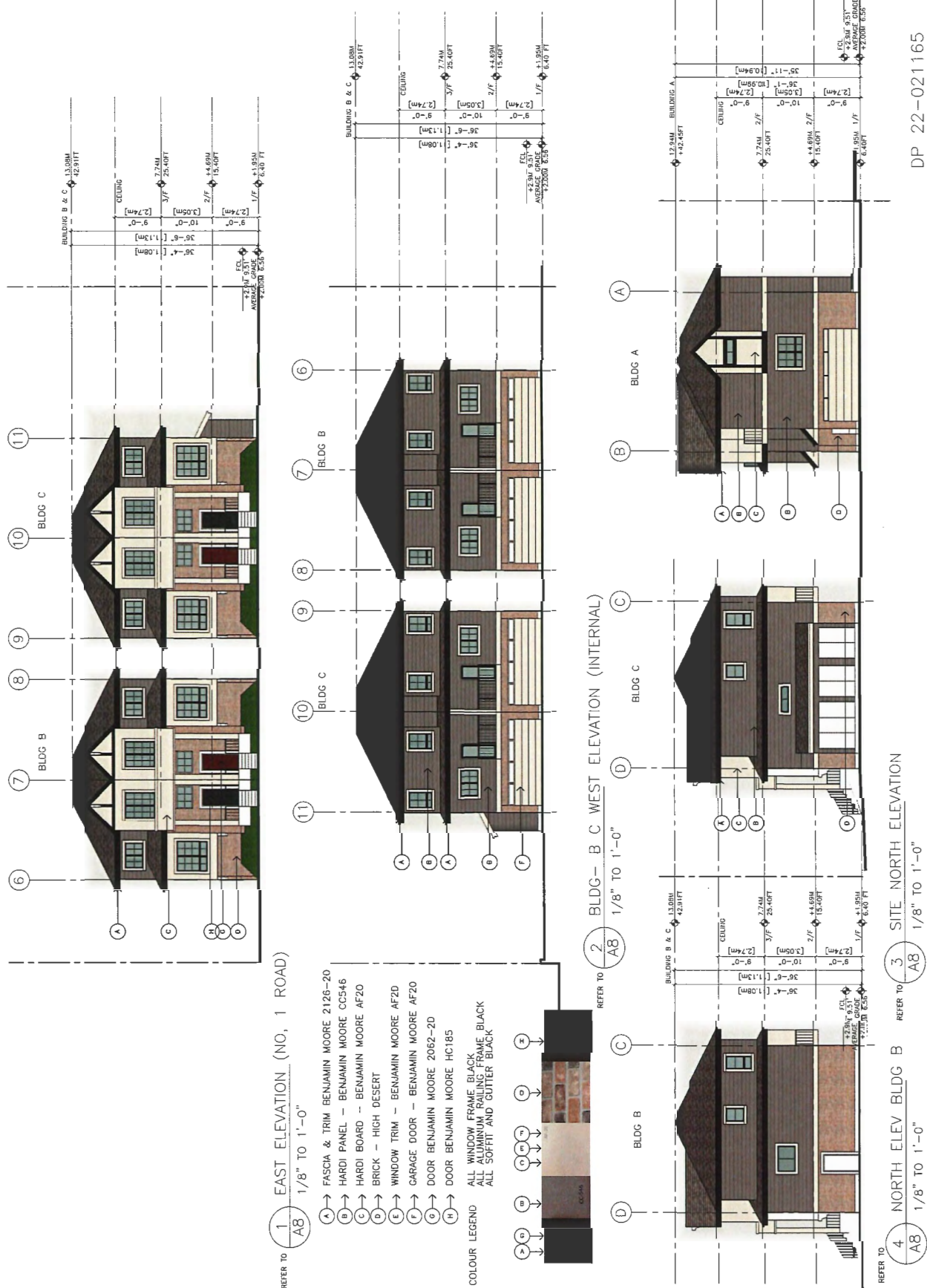
ERIC LAW  
ARCHITECT

6071-6591 NO. 1 ROAD  
RICHMOND BC  
V6X 3E9  
TEL: (604) 360-1099

COMPANY: ERIC LAW ARCHITECT  
 PROJECT: 6071-6591 NO. 1 ROAD  
 DRAWING: 1/8" TO 1'-0" EAST ELEVATION (NO. 1 ROAD)  
 DATE: 3/19/2024  
 CHECKED BY: EL  
 PROJECT NUMBER: 16-03

1	2024.03.19 FOR CITY OF RICHMOND
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DEVELOPMENT PERMIT

A16

DP 22-021165

PROPOSED TOWNHOUSE  
6071-6591 NO. 1 ROAD  
RICHMOND BC

COLOURS

PROJECT NUMBER: 16-03  
ISSUED: 3/19/2024  
DRAWN BY: EL  
CHECKED BY: EL  
PROJECT NUMBER: 16-03









BRICK HIGH DESERT



BRICK FINISH



BLACK ASPHALT ROOFING



HARDI SIDING SAMPLE



FASCIA & TRIM COLOUR:  
BENJAMIN MOORE 2126-20



HARD BOARD PAINT COLOUR:  
BENJAMIN MOORE AF20



DOOR COLOUR:  
BENJAMIN MOORE HC185



DOOR COLOUR:  
BENJAMIN MOORE 2062-20



HARD PANEL PAINT COLOUR:  
BENJAMIN MOORE CC546

TRIM, GARAGE DOOR COLOUR:  
BENJAMIN MOORE AF20

REVISION

**SAMPLE**

6571-6591 NO.1 ROAD  
RICHMOND BC

SAMPLE

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PROJECT NUMBER: 16-04  
ISSUED: 12/26/2003  
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2024

**HARDSCAPE LEGEND**

	HERRINGBONE PATTERN PAVING BY MUTUAL MATERIALS INSTALLED PER MANUFACTURER SPECIFICATIONS
	2x2x12" STONE PAVING BY Architectural Slabs COLOR GREY BY MUTUAL MATERIALS
	FIBER SAFETY SURFACE ON PLAYGROUND

**FENCE LEGEND**

	4x4" ALUMINUM FENCE AND GATE
	4x4" WOOD FENCE
	4x4" WOOD FENCE
	RETAINING WALL

**FURNITURE LEGEND**

	JAMBRETTE 3' LUX FREE STANDING SLIDE L-22042, BY PRINTEKOR
	Victor Stanley bench 96" BY PRINTEKOR
	Victor Stanley bike rack BRWA-101 block BY PRINTEKOR



**PLANT SCHEDULE - STREET TREE**

NO.	SYM.	COMMON NAME	TYPE AND LOCATION BY CITY
1	1	STREET TREE	TO BE CAL. 1.8 FT. DIA.
2	2	STREET TREE	TO BE CAL. 1.8 FT. DIA.
3	3	STREET TREE	TO BE CAL. 1.8 FT. DIA.
4	4	STREET TREE	TO BE CAL. 1.8 FT. DIA.
5	5	STREET TREE	TO BE CAL. 1.8 FT. DIA.
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7	7	STREET TREE	TO BE CAL. 1.8 FT. DIA.
8	8	STREET TREE	TO BE CAL. 1.8 FT. DIA.
9	9	STREET TREE	TO BE CAL. 1.8 FT. DIA.
10	10	STREET TREE	TO BE CAL. 1.8 FT. DIA.

**PLANT SCHEDULE - PLANTING**

NO.	SYM.	COMMON NAME	TYPE AND LOCATION BY CITY
1	1	STREET TREE	TO BE CAL. 1.8 FT. DIA.
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**PLANT SCHEDULE - PLANTING**

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9	9	STREET TREE	TO BE CAL. 1.8 FT. DIA.
10	10	STREET TREE	TO BE CAL. 1.8 FT. DIA.

PROJECT: 8 UNIT TOWNHOUSE DEVELOPMENT  
6571 - 6531 NO. 1 ROAD  
RICHMOND

DRAWING TITLE: LANDSCAPE PLAN

DATE: February 11, 2021  
SCALE: 1/8" = 1'-0"  
DRAWING NO: L1  
DESIGN NO: OF 6  
CHECK: PCA  
PMS PROJECT NUMBER: 2104-L1P







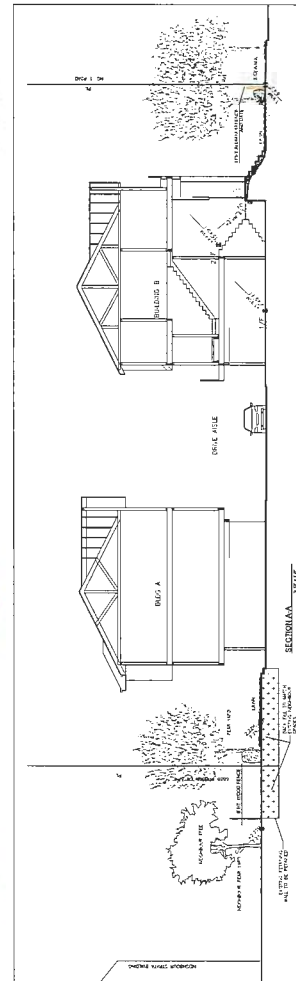
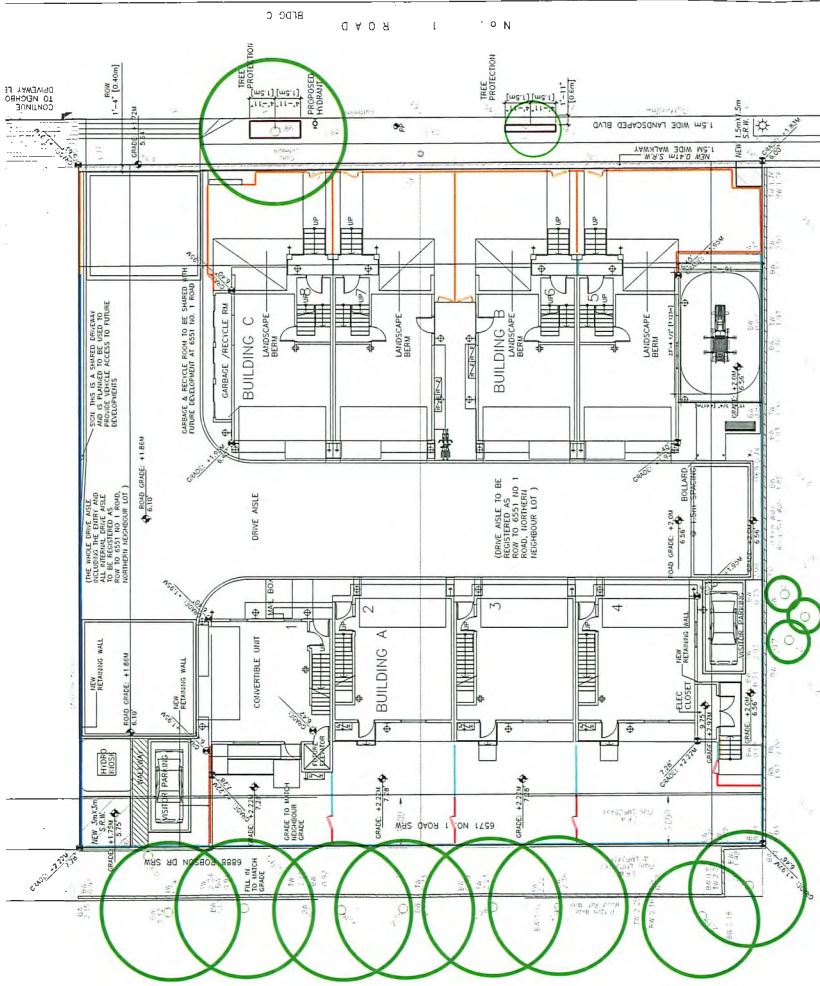
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SEAL



CNCL - 359



NO.	DATE	REVISION DESCRIPTION	BY
1	2014.11.17	ISSUE FOR PERMIT	PMG
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100	2014.11.17	ISSUE FOR PERMIT	PMG

CURTIS BURTON GROUP - SCARWATER REALTY  
WITH: CURTIS BURTON GROUP

PROJECT:  
**8 UNIT TOWNHOUSE  
DEVELOPMENT**  
6571 - 6591 NO. 1 ROAD  
RICHMOND

DRAWING TITLE:  
**GRADING  
PLAN**

DATE: February 01, 2021  
SCALE: 1/32"=1'-0"  
DRAWN BY: DD  
CHECKED BY: DD  
PROJECT NUMBER: 21-014

**L2**

OF 6

1014-11.17









# City of Richmond

## Report to Council

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**To:** Richmond City Council

**Date:** April 12, 2024

**From:** Cecilia Achiam  
Acting Chair, Development Permit Panel

**File:** DP 21-945828

**Re:** **Development Permit Panel Meeting Held on September 27, 2023**

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### Staff Recommendation

That the recommendation of the Panel to authorize the issuance of Development Permit (DP 21-945828) for the properties at 900 and 1000 Ferguson Road, be endorsed and the Permit so issued.

Cecilia Achiam  
Acting Chair, Development Permit Panel  
(604-276-4122)



## **Panel Report**

The Development Permit Panel considered the following item at its meeting held on September 27, 2023.

**DP 21-945828 – GREATER VANCOUVER SEWERAGE AND DRAINAGE DISTRICT –  
900 AND 1000 FERGUSON ROAD**  
(September 27, 2023)

The Panel considered a Development Permit (DP) application to facilitate upgrades through construction of secondary and tertiary treatment structures and related components for the Iona Island Waste Water Treatment Plant on a site designated Environmentally Sensitive Area.

The applicant, Nelson Szeto, of Greater Vancouver Sewerage and Drainage District, the applicant's landscape architect, Sarah Primeau, of space2place landscape architects, and the applicant's architect, Matthew Woodruff, of Local Practice Architecture + Design Ltd., provided a brief visual presentation highlighting:

- The proposed upgrade of the existing facility would accommodate future population growth of serviced areas and meet provincial and federal regulatory requirements.
- The project is currently at the preliminary design stage and the facility is projected to be commissioned by 2035.
- The proposed project site and design would minimize the ecological impact of the project.
- Existing habitats around the project would be enhanced.
- There are five proposed ESA compensation areas for the project around the island representing a total area of 26.2 hectares, which is in excess of the required ESA compensation area of 23.08 hectares (including previous ESA development permit commitments).
- The applicant has committed to a monitoring program to ensure the long-term success of the project's proposed ESA compensation scheme and a construction environmental management plan to protect existing habitats during construction.
- A comprehensive sustainability plan for the whole Iona Island and sustainability strategies for individual building components have been developed.

Staff noted that (i) the proposed ESA compensation scheme would achieve a net gain and ecological area and ecological function, (ii) the existing Power and Administration Building on the site are identified in the City's Heritage Registry and was investigated for retention or repurposing; however, is not viable candidates for retention or repurposing due to the impacts of site raising, BCBC seismic standards and an inability to relocate due to their cast-in-place concrete construction - all noted in the letter attached to the staff report, (iii) a legal agreement will be secured as a consideration of this DP indicating the structure shall not be demolished until there is a comprehensive heritage commemoration, salvage and implementation plan



prepared by a qualified heritage professional and submitted to and reviewed by City staff and the Richmond Heritage Commission, and (iv) noted that the proposed barge facility that is currently under consideration by Metro Vancouver on Iona Island is not part of the subject application as there is no certainty on the location.

In reply to queries from the Panel, the applicant noted that (i) the potential exemption of the project from the BC Environmental Assessment Act is yet to be determined, (ii) the proposed project has the capacity to service the projected growth in the number of people serviced without further impacting the ESA, (iii) the potential expansion of ESA through habitat banking has not been considered in the scope of the application, (iv) adaptation strategies are included in the flood adaptation plan for the island, and (v) there will be a monitoring strategy for the ESA compensation areas based on annual 5-year monitoring plans, coupled with multi-season site visits as well as a more detailed monitoring program established by the QEP towards the end of the landscape completion period.

The Panel expressed support for the project, noting that (i) the proposed upgrade of the existing wastewater treatment plant is appreciated, (ii) the project is well designed, and (iii) the evolution of the project in the future would be positive based on the current plan.

The Panel recommends the Permit be issued.





# City of Richmond

## Report to Council

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**To:** Richmond City Council

**Date:** April 12, 2024

**From:** John Irving  
Development Permit Panel

**File:** DP 17-790086

**Re:** Development Permit Panel Meeting Held on October 25, 2023

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### Staff Recommendation

That the recommendation of the Panel to authorize the issuance of Development Permit (DP 17-790086) for the properties at 9291 and 9311/9331 No. 2 Road, be endorsed and the Permit so issued.

John Irving  
Acting Chair, Development Permit Panel  
(604-276-4140)



### **Panel Report**

The Development Permit Panel considered the following item at its meetings held on October 25, 2023.

DP 17-790086 – JHUJAR CONSTRUCTION LTD. – 9291 AND 9311/9331 NO. 2 ROAD  
(October 25, 2023)

The Panel considered a Development Permit (DP) application to permit the construction of 12 townhouse units and one secondary suite at 9291 and 9311/9331 No. 2 Road on a site zoned “Low Density Townhouses (RTL4)” with vehicle access provided via 9211 No. 2 Road.

The applicant’s architect, Zubin Billimoria, of DF Architecture, and the applicant’s landscape architect, Joseph Fry, of Hapa Collaborative, provided a brief visual presentation highlighting:

- The proposed development includes 12 townhouse units in five buildings separated by a north-south internal drive aisle.
- The heights of the two front buildings along No. 2 Road step down from three-storeys to two-storeys along the side property lines to provide an appropriate interface with adjacent residential developments.
- Two-storey rear units are proposed along the west property line adjacent to single-family homes.
- The proposal includes two convertible units and one secondary suite.
- The proposed vehicle access to the subject site is through the driveway of the adjacent townhouse development to the north (9211 No. 2 Road), which has an existing Statutory Right-of-Way registered over its drive aisle to provide shared vehicle access to the subject site.
- A garbage, recycling and organic waste enclosure is incorporated into Building 1 at the northwest corner of the subject site.
- A centrally located common outdoor amenity space is provided for the subject site.
- A walkway is proposed from No. 2 Road to provide direct pedestrian access to the internal drive aisle through the common outdoor amenity space.
- Grade changes are proposed along the edges of the subject site to provide an appropriate interface with existing residential developments; however, there will be no grade changes along the west property line and on the southeast corner to protect trees identified for retention.
- The proposed architectural style and materials palette fit well with the neighbourhood context and provide visual interest.
- Fencing, planting, and retaining walls are proposed to differentiate private and public areas in the subject site and to provide privacy to adjacent residential developments.
- Drought tolerant planting is proposed.
- The existing grade is maintained along the Statutory Right-of-Way on the west property line and on the southwest corner to provide an appropriate interface with the adjacent single-family homes and to protect existing trees identified for retention.



- The significant English Oak tree located on the No. 2 Road frontage will be retained and protected and amenity features will be incorporated around the tree and integrated with the proposed children's play area.

Staff noted that (i) the development includes two convertible units and one ground level secondary suite, (ii) the proposed buildings have been designed to comply with the BC Energy Step Code Level 3 with Low Carbon Energy System, (iii) there is a Servicing Agreement associated with the project for utility and servicing connections and frontage improvements along the No. 2 Road frontage, and (iv) the applicant has taken significant measures to retain the English Oak tree along No. 2 Road.

In reply to queries from the Panel, the applicant noted that (i) there is a grade change from the finished floor elevation of the rear units to the west property line and retaining walls are proposed in the backyards of these units, (ii) the proposed garbage, recycling and organic waste station is fully enclosed with a roof on top and is integrated with Building 1, (iii) there is a fire separation wall between the garbage, recycling and organic waste enclosure and Unit A of Building 1, (iii) the solid wood fence along the north property line will provide screening for the garbage, recycling and organic waste enclosure, (iv) there is adequate manoeuvring space for the garbage truck along the internal drive aisles on the subject site and on the adjacent townhouse development to the north, (v) a new fire hydrant along the internal drive aisle will be installed in addition to the existing fire hydrant in front of the entrance to the pedestrian walkway along No. 2 Road, and (vi) the project's Fire Truck Access Plan has been submitted to the City's Fire Department.

Winton Lo, (9211 No. 2 Road) delegated to the panel and expressed concern regarding the shared use of their drive aisle with the proposed development to the south, the legal fees with respect to the proposed legal agreement on the shared use of the drive aisles and cost sharing for their maintenance, and gaps in communication between the two parties to the proposed agreement.

In reply to concerns from the delegate member from the project team noted that their legal counsel had communicated with the neighbouring strata several times as per the City's advice to discuss the shared use of the drive aisles with the neighbouring strata and will continue to work with the neighbouring strata.

Rajan Cheema, (9211 No. 2 Road) delegated to the panel and expressed concern regarding funding for the legal fees incurred by their strata council, the safety of children playing as a result of the shared use of the drive aisles, and the rationale for the proposed development not having their own driveway access to/from No. 2 Road.



In reply to concerns from the delegate, staff noted that it is City policy to reduce the number of driveway access to major arterial roads in order to lessen the number of vehicular conflict points along the City's arterial roads, at the time of rezoning for the property at 9211 No. 2 Road, a Statutory Right-of-Way was registered that would grant vehicle access to the subject site, the SRW was registered on the common property and individual titles of all the units at 9211 No. 2 Road, the shared use for the drive aisles was envisioned at time of rezoning of the subject property and the property at 9211 No. 2 Road, and the City's Transportation Department has reviewed the proposed development and noted that the drive aisle at 9211 No. 2 Road is sufficient for shared use and safe for two-way vehicle traffic.

Further discussion ensued regarding the impact of shared driveway access for the adjacent property to the north at 9211 No. 2 Road with the proposed development and as a result of the discussion, staff were advised to refer Mr. Cheema to the City's Transportation staff for a more detailed response.

Yatsun Chan, 9326 Laka Drive, submitted correspondence expressing concerns related to the excessive height and growth of trees along the west property line of the subject site that encroach into his backyard. In reply to the concerns, Staff noted that the hedgerow along the shared property line has been identified for retention and protection and its maintenance is a shared responsibility of the developer of the proposed development and the owners of the adjacent properties to the west.

Francis Chan, 9211 No. 2 Road, submitted correspondence expressing concerns related to the shared use of their drive aisle with the proposed development to the south, the legal fees with respect to the proposed legal agreement on the shared use of the drive aisles and cost sharing for their maintenance, and gaps in communication between the two parties to the proposed agreement. In reply to the concerns expressed, Staff noted that the concerns expressed by Mr. Chan have already been discussed in the meeting.

Rajam Cheema, 9211 No. 2 Road, submitted correspondence expressing interest in speaking at the Panel meeting.

The Panel expressed support for the proposal, noting that (i) the design of the project is well thought out, (ii) the form and character of the project fit well with the neighbourhood, and (iii) the applicant's efforts to provide appropriate interface with adjacent developments through site grading are appreciated.

In addition, the Panel encouraged the applicant and the neighbouring strata to continue with their negotiations for a legal agreement on the shared use of driveways. Also, the Panel noted that the applicant needs to ensure that the proposed heat pumps are appropriately located to avoid potential noise pollution.

The Panel recommends the Permit be issued.





**To:** Richmond City Council

**Date:** April 10, 2024

**From:** Milton Chan  
Acting Chair, Development Permit Panel

**File:** DP 22-013200  
DV 22-011004

**Re:** **Development Permit Panel Meetings Held on November 16, 2023 and  
March 13, 2024**

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**Staff Recommendation**

1. That the recommendation of the Panel to authorize the issuance of:
  - a) a Development Permit (DP 22-013200) for the property at 6011 River Road; and
  - b) a Development Permit (DV 22-011004) for the property at 8451 No. 5 Road;be endorsed and the Permits so issued.

Milton Chan  
Acting Chair, Development Permit Panel  
(604-276-4377)



## **Panel Report**

The Development Permit Panel considered the following item at its meeting held on November 16, 2023 and March 13, 2024.

### DP 22-013200 – OVAL 1 HOLDINGS LTD. – 6011 RIVER ROAD (November 16, 2023)

The Panel considered a Development Permit (DP) application to permit the construction of 368 residential units in three 13-storey high-rise multi-family apartment buildings at 6011 River Road on a site zoned “High Rise Apartment and Olympic Oval (ZMU4) – Oval Village (City Centre)”. A variance is included in the proposal to increase the maximum permitted number of Class 1 bicycle storage spaces in a bicycle room from 40 to 70 when located in family-sized bicycle storage lockers.

The project team including, Jayme Colville, of ASPAC, Vance Harris, of DIALOG, and Chris Phillips, of PFS Studio, provided a brief visual presentation on the project, noting the following:

- The applicant has been providing housing units, community amenities and infrastructure upgrades through their development projects in the area.
- The proposed development is part of the overall River Green development in the area.
- Due to its unique site configuration, the proposed development is set back from the river farther than the neighbouring development to the east.
- The proposed development has been broken down into three towers to minimize shadowing onto the neighbouring buildings to the east and in consideration of the views of residents in neighbouring buildings to the east.
- The site context, setbacks, sun angles and views, among others, were primary considerations in the location and massing of buildings in the proposed development.
- A slender tower is proposed at gateway.
- The building rooftops are landscaped to enhance the buildings’ gateway character and provide visual interest.
- The buildings have been stepped down towards the river.
- The locations of the vehicular entry court on the south side of the subject site were noted.
- The breaks between buildings in the proposed development respond to the neighbouring residents’ concerns regarding potential vehicular noise and traffic in the area, shadowing and blockage of views.
- The landscaping for the project is an important element in achieving the project’s gateway feature.
- The subject site is surrounded by multi-use pathways along the edges.
- The setback along the No. 2 Road Bridge allows the retention of existing trees.
- Indoor and outdoor amenity spaces are proposed over several levels.
- Green roofs are proposed on top of the indoor amenity structures.
- Although not part of the subject DP, the developer is discussing the potential development of an under the bridge public plaza near River Road with the City’s Parks Department.



Staff noted that (i) the proposed development will be connected to the City's District Energy Utility (DEU), (ii) the development includes 40 Basic Universal Housing (BUH) units, (iii) the proposed development will meet the City's Official Community Plan (OCP) and Canada Mortgage and Housing Corporation (CMHC) interior noise and thermal standards, and (iv) the proposal includes an extensive Transportation Demand Management (TDM) package, including, among others, a transit pass program, car share spaces and vehicles and enhanced on-site bicycle facilities for storage and maintenance.

In addition, it was noted that staff support the proposed development variance that would allow more bicycle lockers to be provided in a bicycle room which supports the City's objective to provide alternative modes of travel for residents.

Also, staff advised that there is an extensive Servicing Agreement associated with the project including frontage works, road improvements and site servicing. In reply to a query from the Panel, staff advised that the proposed variance will facilitate the installation of family-sized bicycle lockers.

In reply to queries from the Panel, the applicant noted that the primary access to southeastern and southwestern towers is through the auto court and the front door access to the northern and southeastern towers is from River Road to the east.

In reply to a query from the Panel, staff noted that live planting site coverage, including on the green roofs, is approximately 40 percent.

Shenif Dewshi, (Unit 503, 5151 Brighthouse Way) delegated to the panel and expressed concerns regarding the effectiveness of the location and design of the proposed development to mitigate airport noise for existing neighbouring buildings and queried regarding the number of residential units in the proposed development and whether there is a decrease in the required number of vehicle parking spaces in the proposed development and its impact on on-street parking in the area.

In reply to queries from the delegate, staff confirmed that the proposal includes 368 apartment units, meets the City's Zoning Bylaw parking requirements, and that there is no request for variance to parking.

Miriam Braun, (Unit 1303, Building C, River Green) delegated to the panel and expressed concerns regarding 13-storey buildings and the potential blockage of the views of their penthouse unit in the neighbouring building to the east.

David Law, (Unit 406, 5171 Brighthouse Way) delegated to the panel and queried regarding the start and end dates of construction of the proposed development.

In reply to the query from the delegate, the applicant noted that the expected start date of project construction is in late 2024 and the expected date of project completion is in 2027.

Peter Tsui, (Unit 1008, Building C, 5177 Brighthouse Way) delegated to the panel and noted that a letter signed by over 200 residents of the neighbouring buildings to the east of the subject site was delivered to the City and outlined the concerns of residents of the neighbouring



development. Mr. Tsui queried whether the City would be able to provide a written response to their letter and if there are further opportunities for them to express their concerns and ask further questions.

In reply to Mr. Tsui's queries, the Chair noted that the Panel does not provide written responses to correspondence from the public; however, City staff will provide comments on the letter referenced by Mr. Tsui. The Chair also noted the Panel is the appropriate venue to hear comments from the public and should the subject application move forward for Council consideration, the public is no longer allowed to delegate in Council on the subject application.

EPS 1416 (River Green), 5111-5199 Brighthouse Way, submitted correspondence expressing concerns related to impacts on view, the lack of tower separation, shadowing impact, and noise and safety concerns relating to increased traffic.

In reply to the concerns in the letter referenced by Mr. Tsui, staff noted that the subject site is zoned for high-density development and the proposed development meets the zoning parameters with respect to height, density and setback, and no variances are proposed. Staff noted the proposed development exceeds the City's minimum tower separation guidelines between towers and that the shadow analysis provided by the applicant indicates that there is some shadowing from the proposed development onto the east of the subject site in the afternoon and in contrast, the existing development to the east casts a shadow on the subject site in the morning. Staff noted the neighbouring development to the east is also subject to the same noise mitigation requirements for the proposed development. Lastly staff confirmed the proposed development complies with the City's Transportation Plan and Official Community Plan and the third-party Traffic Impact Study provided by the applicant was reviewed and accepted by City's Transportation Department. The Traffic Impact Study indicates that the existing road network together with the proposed upgrade is sufficient to accommodate traffic generated from the proposed development.

WP Chung, 5860 Dover Crescent, submitted correspondence expressing concerns related to increased traffic.

In addition, staff noted that 42 letters from residents throughout the City expressed support for the proposed development on the basis of the development providing additional housing and introducing improvements in the area, among others.

The Panel expressed support for the project, noting that the subject site was always intended to be developed as per the master plan of the overall River Green development, there are no variances with regard to land use and building height and density in the proposed development, the project is well designed, and the development plan responds to the site constraints.

The Panel recommends the Permit be issued.  
DV 22-011004 – DANNY WONG – 8451 NO. 5 ROAD  
(March 13, 2024)

The Panel considered a Development Variance Permit (DV) application to vary the provisions of Richmond Zoning Bylaw 8500 to reduce the minimum size of a farm operation associated with a



roadside stand in the “Roadside Stand (CR)” zone from 8.0 ha to 1.77 ha, to permit the construction of a roadside stand at 8451 No. 5 Road.

The operators of the site, Judy Chu and Olena Korobka, of Dajue Art Gardens, and the applicant, Danny Wong, of Architelier, provided a brief visual presentation highlighting:

- The history of the farm operation.
- Information on existing and future garden centre operations.
- Proposed interior and exterior layout of plant and nursery products.
- Current site conditions, and site improvements in preparation for the construction of the proposed roadside stand.
- Metal cladding is proposed for the sides of the building except for the front façade where glazing is proposed.
- Metal roof is proposed.
- The proposed roadside stand building will have indoor and outdoor areas.
- 13 regular parking stalls and two accessible parking stalls will be provided.
- Five trees, low shrubs and perennials are proposed to be planted along the No. 5 Road frontage.

Staff noted that (i) the application was reviewed and endorsed by the City’s Food Security and Agricultural Advisory Committee (FSAAC), and (ii) the siting of the proposed roadside stand building will minimize the impact to the farm operation and maximize the preservation of agricultural land for agricultural production.

In reply to queries from the Panel, the applicant noted that (i) a minimum of 50 percent of the plant products in the roadside stand will be grown on-site although it is estimated that 70 percent of products will be grown on-site, and (ii) majority of the retail area in the roadside stand will be wheelchair accessible.

In reply to queries from the Panel, Staff noted that (i) there is no associated Land Commission application required for the subject application, and (ii) the asphalt surface treatment for the parking area is an existing condition and consistent with the Zoning Bylaw.

The Panel expressed support for the project and the proposed variance.

The Panel recommends the Permit be issued.





# City of Richmond

## Report to Council

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**To:** Richmond City Council

**Date:** April 16, 2024

**From:** Cecilia Achiam  
Acting Chair, Development Permit Panel

**File:** DP 22-013081

**Re:** **Development Permit Panel Meeting Held on March 27, 2024**

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### Staff Recommendation

That the recommendation of the Panel to authorize the issuance of Development Permit (DP 22-013081) for the properties at 8740, 8760, 8780 and 8800 Spires Road, be endorsed and the Permit so issued.

Cecilia Achiam  
Acting Chair, Development Permit Panel  
(604-276-4122)



## Panel Report

The Development Permit Panel considered the following item at its meeting held on March 27, 2024.

DP 22-013081 – FORMWERKS ARCHITECTURE – 8740, 8760, 8780 AND  
8800 SPIRES ROAD  
(March 27, 2024)

The Panel considered a Development Permit (DP) application to permit the construction of 36 townhouse units and three secondary suites at 8740, 8760, 8780 and 8800 Spires Road on a site zoned "Parking Structure Townhouses (RTP4)".

The applicant, Norman Huth, of Formwerks Architecture, the applicant's landscape architect, Caelan Griffiths, of PMG Landscape Architects, provided a brief visual presentation highlighting:

- The 36 three-storey townhouses and three secondary suites are situated within five buildings, stacked above enclosed underground parking, with a four-storey massing maintained along Spires Road to conceal the parking structure and provide a more attractive streetscape.
- Massing is recessed at the upper levels to allow for more natural light into the courtyard and buildings adjacent to the side yards have been reduced on the upper levels to provide a gentler transition into existing single-family developments.
- Proposed are six garden level units at grade (primarily two bedroom units), along with 3-lock off units (ranging from 317 to 388 sq. ft.) and four accessible units (located in buildings two and three) as part of the 30 three-level townhouses (ranging from 1,200 to 1900 sq. ft.), each with individual unit access as well as access to the outdoor amenity space, on the courtyard level.
- Building two will have pedestrian lobby entry and access to the elevator and stairs that lead to the courtyard and indoor amenity space that spills out to the outdoor space.
- Each unit is provided with a minimum of one parking stall and have access to bicycle storage in the covered parkade.
- The architectural character of the development is very much in keeping with the neighbouring development to the west (referred to as Spires One) and initially seen as a continuation of Spires One as the next phase, but with a slightly more contemporary approach in terms of the materiality and colour choices, and much more monochromatic.
- The primary parking entry court is met with an inspirational bird house/play house structure that will be a dominant feature for the development.
- Material pallets include fibreglass shingles, painted fibre cement siding in varying profiles and varying colours, as well as an accent of entry door colour, and brick elements around the base of the buildings.
- Shadow analysis shows very minimal impact on the neighbourhood.
- The project has been designed to comply with the City's Basic Universal Housing (BUH) requirements.



- Similar to the neighbouring site, a number of trees have been retained, with the most important being two substantial evergreens at Cook Gate and Spires Road adjacent to the indoor amenity and which form the gate part of Cook Gate, a strong vertical element on that corner and works towards the main pedestrian entry to the west.
- Modest deciduous trees are proposed to be interspersed to draw the eye towards the pedestrian entry, and many of the units will be marked with a tree to enrich the pedestrian experience.
- Temporary bicycle parking in the shade of another retained tree (larger deciduous tree) will act as an anchor point, to be placed at the pedestrian entry, preserving some of the neighbourhood character from the landscape point of view, but also to mark a main entry.
- A little bit of screening function with the retained and bolstered landscape element between the pedestrian entry and the vehicle entry, to further develop the ecological function of the retained tree as well as placing bird houses on all four corners to embed more ecological function, and a little whimsy to play into the play house/bird house feature, with actual birdhouses.
- The vehicle entry is marked with special paving with concrete unit pavers to soften the otherwise fairly broad expansive of paving and enhance the street presence of the project.
- The back of the site will have substantial low broad leaf evergreens to create a green boundary, outside of eyesight, allowing for clear sightlines across the back of the site, where a connectivity pathway is also provided across both Spires sites, creating a loop (and future laneway) and bolstering the usability for both projects from a pedestrian point of view.
- Recognizing the close proximity of the school for older children to access more extravagant play equipment, the play area for the project is designed around preschool aged children, with climbing steps to an upper level that snakes around the staircase and bird house/play house structure, and an embedded slide and climbing feature for young children to climb their way up the slope, with robin egg blue hand holds that play with the children's imagination given the close proximity with the natural elements of the area.
- Appealing to the older children and young adults, an outdoor foosball table and proposed lighting will broaden the scope of the outdoor amenity.
- A small outdoor BBQ dining area, enclosed with green to present the notion of a ceiling for the possibility of string lighting across the top, is also proposed for the northeast corner.
- Bollard lighting and step lighting in key points will also be installed.

Staff noted (i) the project is intended to achieve Energy Level Step Code 3 with a low carbon energy system for heating and cooling, and (ii) a Servicing Agreement is required as part of this application for frontage works and site services.

In addition, Staff commended the applicant and design team for the retention of the trees along the frontage, the inclusion of the four single-storey accessible units as well as the three secondary suites involved in the overall project.



In reply to a queries from the Panel, Mr. Griffiths noted (i) there will be no lawns in direct association with the individual units and that the lawn at the corner under the retained trees will be maintained to avoid any undue disturbance to those trees, (ii) the materials for the exterior of the building are brick and cementitious siding and fibreglass shingles for the roof, (iii) there is no lighting in the soffits, but each entry door has a light fixture and an entry monument from a landscape perspective, with low level lighting, (iv) there is also at grade lighting along the south Statutory Right-of-Way (SRW) that runs east and west, as well as light fixtures along the building to illuminate the walkway all the way down the south perimeter to provide visibility at night.

In reply to a query from the Panel regarding protection of the offsite tree that is being retained and any provision to ensure the retention should that property owner redevelop in the future, Mr. Craig noted the tree is on the site to the south which is part of an existing application, and that the tree retention will be reviewed as part of that application. Staff further noted the long term intention is for a lane to run along the south side of that site, which may make the retention of that tree very difficult.

The Panel expressed support for the proposal, noting (i) the project is well designed and considered and matches with the existing context, and (ii) appreciation for the tree retention, extra parking beyond the minimum requirement and having both the accessible suites and the lock-off suites.

The Panel recommends the Permit be issued.



# Refugee Housing Canada

Help a refugee by opening your home.



refugeehousing.ca








## Refugee Housing

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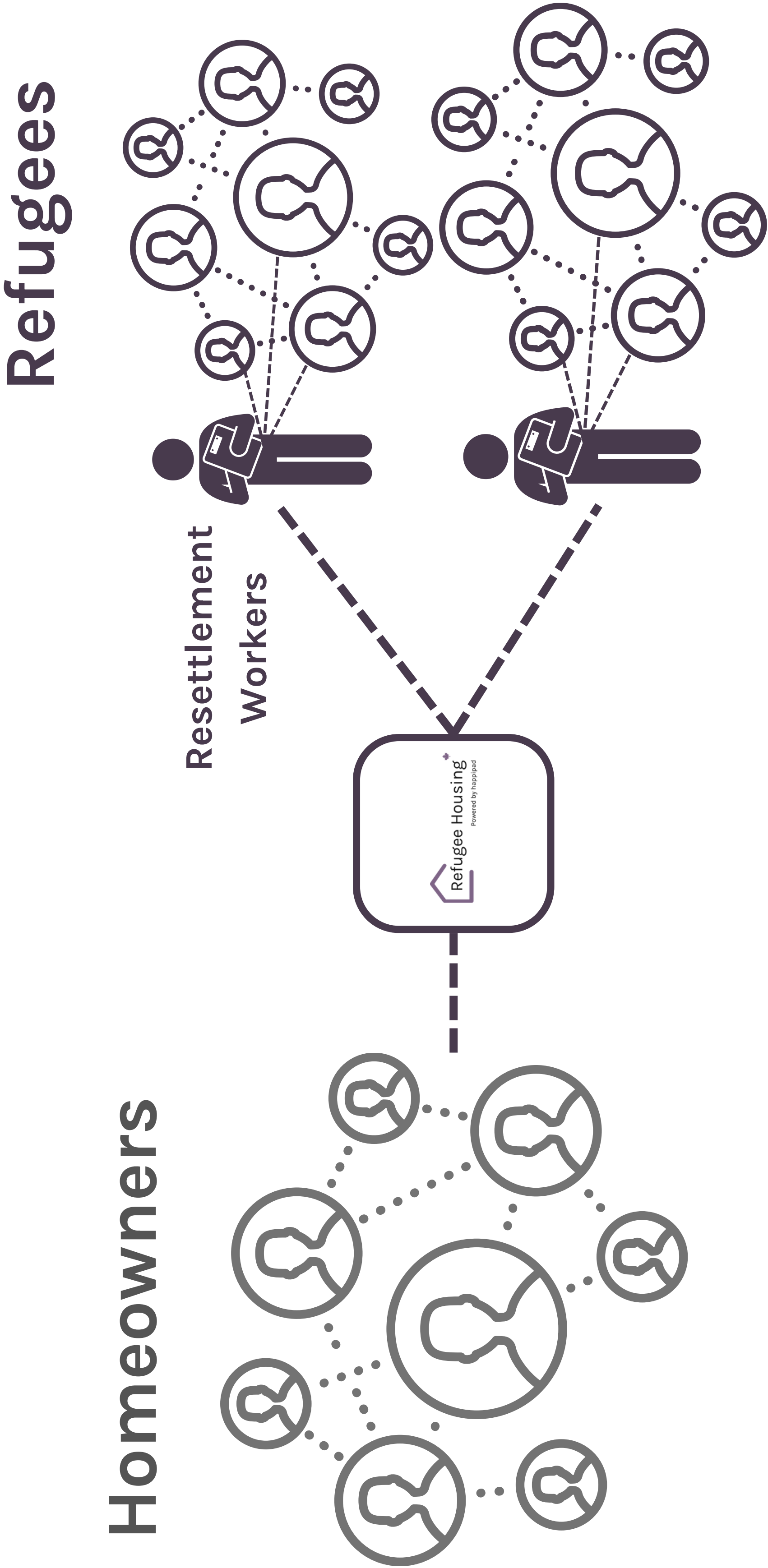
Secure home sharing platform that enables the general public to offer spare bedrooms to refugees.

-  Prevent refugees from ending up on the streets or in shelters.
-  Stable housing for 3-9 months to find work and long-term housing.
-  Opportunities for coaching and transition into Canadian society.





# How it Works

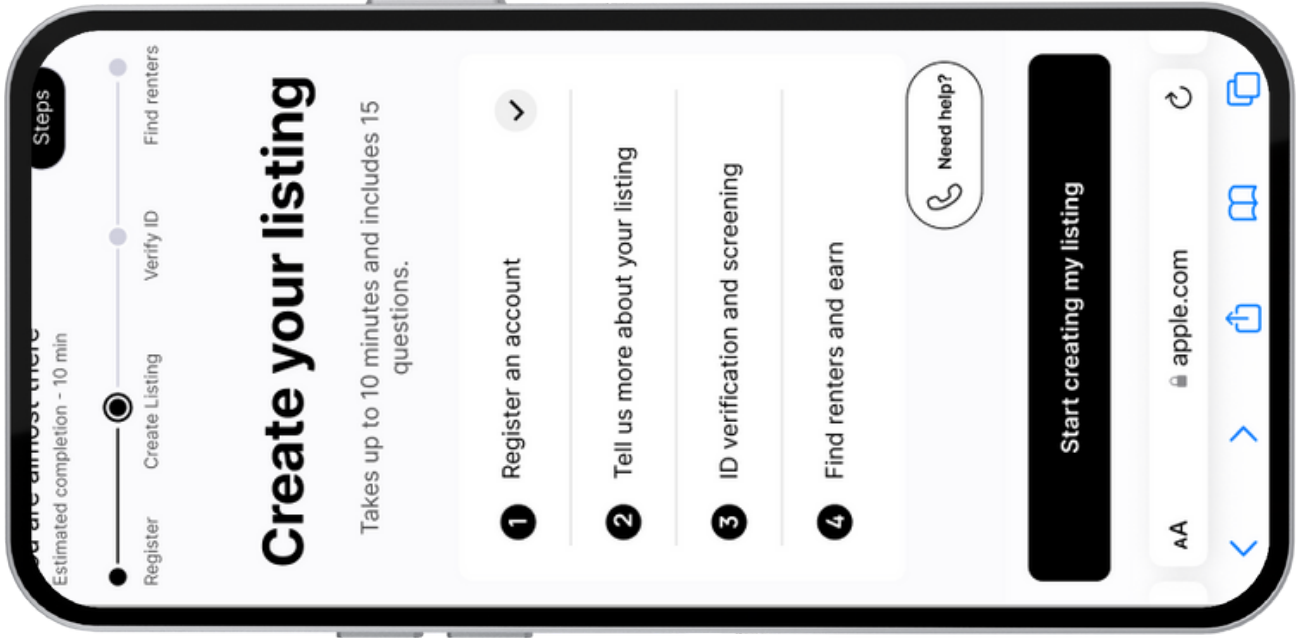




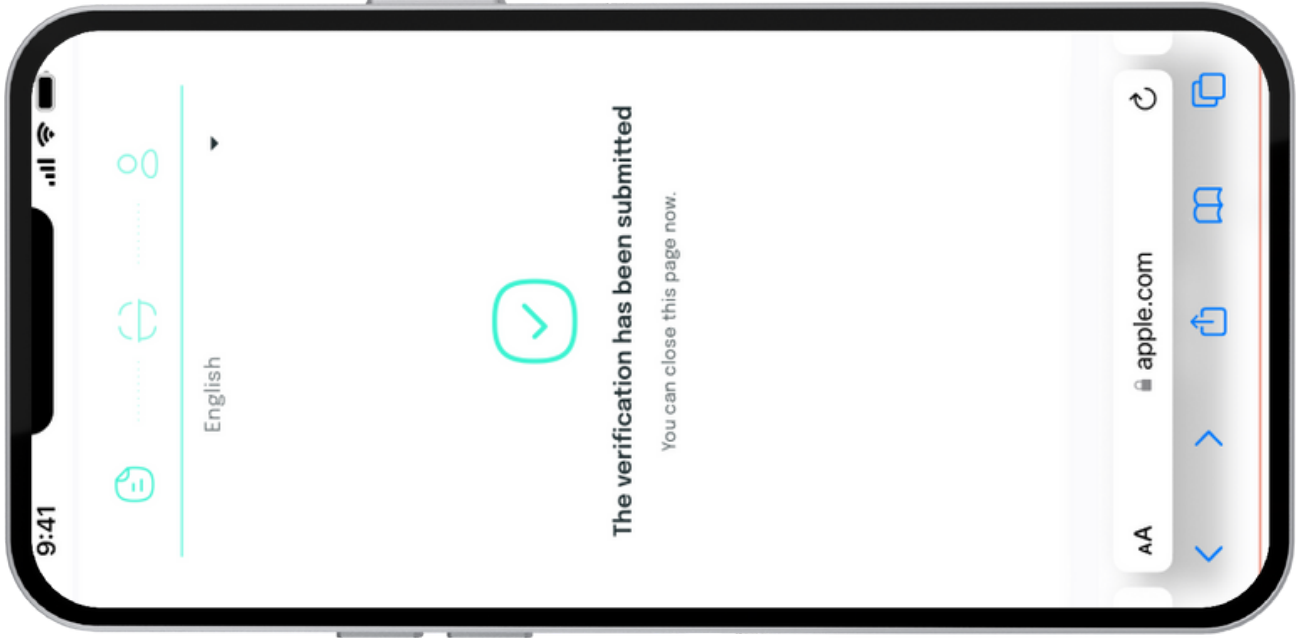
# Host a refugee



Sign Up



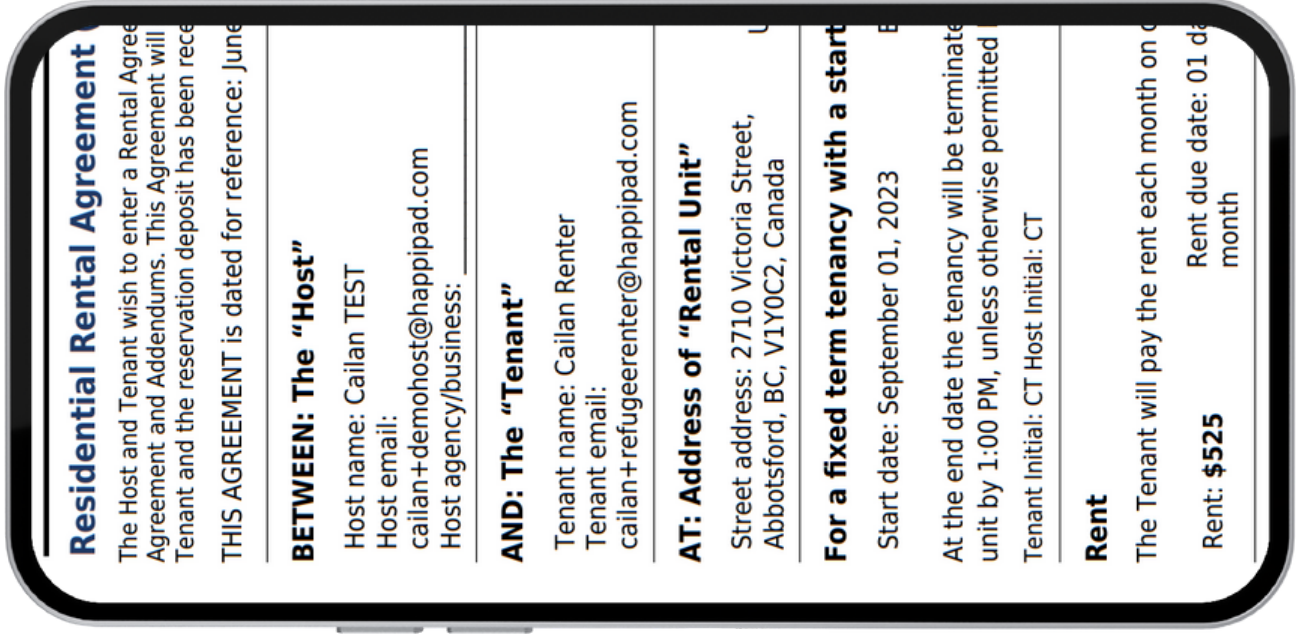
Account



Verify



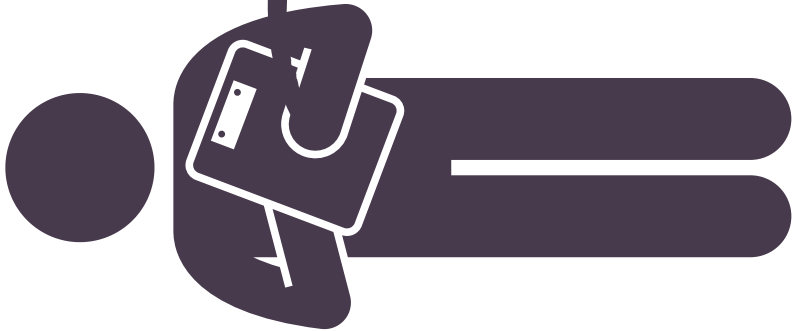
Invite



Contract



# Find housing



Resettlement  
Workers

✕

Registering as a  
renter?

This platform is for refugees only

Please fill in your email address and  
your special access code for verification.

Email

Enter your email address

Verification Code

Enter your verification code

☐ I'm not a robot

reCAPTCHA  
Privacy · Terms

Verify Code

Refugee Housing  
Powered by happylod

Toronto, ON, Canada

BATH

▼

DATE

▼

RENT

▼

MORE FILTERS

▼

DISTANCE (20 KM)

▼

+

−

Refugee Housing  
Powered by happylod

Bedroom in a shared  
home close to  
Algonquin College

House in Ottawa, Ontario

Meet the Host

Anna R.

Verified Host

new host

Home is shared with:  
Myself, Friend/Roommate

**\$525/month**  
No reviews yet

Edit

Refugee Housing  
Powered by happylod

Anna R.

Verified Host

New Host

I am a single woman living with a long-term female roommate in a 3 bedroom bungalow in a quiet neighbourhood close to Algonquin College. I work as a scientist during the day and enjoy square dancing and running a Girl Guide unit in the evenings. I grow a large garden with flowers, herbs and vegetables. I am Catholic and also a lesbian; this household is a LGBTQ+ friendly and welcoming to all religions. My roommate works at home part-time. I care a lot about hospitality and enjoy having renters.

About me

Languages spoken: English

Gender identity: Female

Marital status: Single

Vaccination status: Fully vaccinated

Employment: Full-time employee

Hobbies/interests: Arts and crafts, Board games, Cooking and dining, Dancing, Nature / gardening

Friends describe me as: Caring, Happy, Kind, Reliable

Schedule

Schedule: I work/study from home, I am away business hours

Free time: I am home half the time

Sign up

Search

Find home

Meet host

CNCL - 381



# GET REFUGEES OUT OF SHELTERS AND INTO HOMES.

1. Cost savings
2. Open shelter spaces for Canadians
3. Expedite integration into Canada
4. Expedite ability to secure work
5. Ease ability to relocate across Canada



# CHALLENGES

1. Public fear of refugees, can they be trusted?

2. Refugees ability to pay rent?

3. Resources to support program?

4. Sharing homes, against status quo?

# SOLUTIONS

1. Work with resettlement orgs. to onboard refugees.

2. Rent bank/support for refugees.

3. Financial assistance to operate program.

4. Education, become a refugee guide.



# Thank you!



Have any question?

[info@refugeehousing.ca](mailto:info@refugeehousing.ca)  
[www.refugeehousing.ca](http://www.refugeehousing.ca)

[refugeehousing.ca](http://refugeehousing.ca) 

