



**City Council
Electronic Meeting**

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

**Monday, May 12, 2025
7:00 p.m.**

Pg. # ITEM

MINUTES

1. *Motion to:*

- CNCL-9 (1) *adopt the minutes of the Regular Council meeting held on April 28, 2025; and*
- CNCL-23 (2) *adopt the minutes of the Special Council meeting held on May 5, 2025.*



AGENDA ADDITIONS & DELETIONS

2. APPOINTMENTS TO THE BOARD OF METRO VANCOUVER

Call for nominations, and subsequent confirmation by resolution, of the **third Director** position on the Metro Vancouver Board with an allocation of three (3) votes.



Council Agenda – Monday, May 12, 2025

Pg. #

ITEM

3. NAMING OF STANDING COMMITTEES AND THEIR COMPOSITION BY THE MAYOR
4. APPOINTMENT OF MEMBERS OF COUNCIL (AND THEIR ALTERNATES) AS THE LIAISONS TO CITY ADVISORY COMMITTEES AND ORGANIZATIONS

Appointment of Council liaisons (and where applicable, their alternates) to City Advisory Committees and Organizations until November 10, 2025:

- (a) Economic Advisory Committee;
- (b) First Nations Building Committee;
- (c) Minoru Centre for Active Living Program Committee; and
- (d) Vancouver Coastal Health/Richmond Health Services Local Governance Liaison Group.



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

Appointment of Council liaisons (and where applicable, their alternates) to Community Associations until November 10, 2025:

Thompson Community Association.



Council Agenda – Monday, May 12, 2025

Pg. #

ITEM

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

Appointment of Council liaisons (and where applicable, their alternates) to various Boards until November 10, 2025:

- (a) Museum Society Board;
- (b) Richmond Public Library Board.



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

Appointment of Council liaisons (and where applicable, their alternates) to various Societies until November 10, 2025:

Gulf of Georgia Cannery Society.



COMMITTEE OF THE WHOLE

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



9. 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.

Pg. # ITEM

10. *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
- Recreation and Sport Strategy Progress Update 2022-2024
- Steveston Community Centre and Library Interior Artwork Concept Proposal
- Housing Agreement Amendment Applications to Update Low-End Market Rental Rents in Three Developments
- 2024 Consolidated Financial Statements

11. *Motion to adopt Items No.12 through No. 16 by general consent.*

☐

12. **COMMITTEE MINUTES**

That the minutes of:

- CNCL-26 (1) the **Parks, Recreation and Cultural Services Committee** meeting held on April 29, 2025;
- CNCL-30 (2) the **General Purposes Committee** meeting held on May 5, 2025; and
- CNCL-35 (3) the **Finance Committee** meeting held on May 5, 2025;
- be received for information.*

☐

Consent
Agenda
Item

13. **RECREATION AND SPORT STRATEGY PROGRESS UPDATE 2022-2024**

(File Ref. No. 01-0370-20-003) (REDMS No. 7969764)

CNCL-38

See Page CNCL-38 for full report

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE
RECOMMENDATION

That the achievements document, Recreation and Sport Strategy Progress Update 2022- 2024, Attachment 1, in the staff report titled "Recreation and Sport Strategy 2022-2024", dated April 7, 2025, from the Director, Recreation and Sport Services, be posted on the City website and circulated to key community partners including Richmond School District No. 38, Vancouver Coastal Health, Community Recreation Associations and Societies, and Richmond Sports Council for their information.



Consent
Agenda
Item

14. **STEVESTON COMMUNITY CENTRE AND LIBRARY INTERIOR
ARTWORK CONCEPT PROPOSAL**

(File Ref. No. 11-7000-09-20-334) (REDMS No. 7990702)

CNCL-112

See Page CNCL-112 for full report

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE
RECOMMENDATION

That the concept proposal for the Steveston Community Centre and Library Interior Artwork, as presented in the staff report titled "Steveston Community Centre and Library Interior Artwork Concept Proposal", dated April 7, 2025, from the Director, Arts, Culture and Heritage Services, be approved.



Council Agenda – Monday, May 12, 2025

Pg. # ITEM

Consent
Agenda
Item

15. **HOUSING AGREEMENT AMENDMENT APPLICATIONS TO UPDATE LOW-END MARKET RENTAL RENTS IN THREE DEVELOPMENTS**

(File Ref. No. 08-4057-05) (REDMS No. 8013584)

CNCL-139

See Page CNCL-139 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That Housing Agreement (Affordable Housing) (8671, 8731, 8771, 8831/8851 Cambie Road, 8791 Cambie Road and 3600 Sexsmith Road) Bylaw No. 10437, Amendment Bylaw No. 10633 be introduced and given first, second, and third readings;*
- (2) *That Housing Agreement (23200 Gilley Road) Bylaw No.9955, Amendment Bylaw No. 10646 be introduced and given first, second, and third readings; and*
- (3) *That Housing Agreement (5591, 5631, 5651 and 5671 No. 3 Road) Bylaw No. 10057, Amendment Bylaw No. 10654 be introduced and given first, second, and third readings.*



Consent
Agenda
Item

16. **2024 CONSOLIDATED FINANCIAL STATEMENTS**

(File Ref. No. 03-0905-01) (REDMS No. 8021882)

CNCL-234

See Page CNCL-234 for full report

FINANCE COMMITTEE RECOMMENDATION

That the 2024 City of Richmond Consolidated Financial Statements as presented in Attachment 2 be approved.



CONSIDERATION OF MATTERS REMOVED FROM THE
CONSENT AGENDA

NON-CONSENT AGENDA ITEMS

PARKS, RECREATION AND CULTURAL SERVICES
COMMITTEE

Councillor Chak Au, Chair

17. **RAILWAY GREENWAY LIGHTING – 2025 UPDATE**
(File Ref. No. 06-2400-20-RAIL1) (REDMS No. 7980422)

CNCL-336

See Page CNCL-336 for full report

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE
RECOMMENDATION

Opposed: Cllr. Wolfe

That Option 1, “Hybrid of Standard and Solar Pedestrian Lighting”, as outlined in the report titled “Railway Greenway Lighting – 2025 Update”, dated April 7, 2025, from the Director, Parks Services, be endorsed.



PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

Council Agenda – Monday, May 12, 2025

Pg. # ITEM

BYLAWS FOR ADOPTION

CNCL-345 Annual Property Tax Rates (2025) **Bylaw No. 10653**
Opposed at 1st/2nd/3rd Readings – None.

☐

CNCL-349 Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 10433**
(8180 Heather Street, RZ 17-791280)
Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – None.

NOTE: *With the implementation of Bylaw No. 10573 (SSMUH) Bylaw, Bylaw No. 10433 is now rezoning from RS2/A to RSM/S zone.*

☐

ADJOURNMENT

☐



Regular Council

Monday, April 28, 2025

Place: Council Chambers
Richmond City Hall

Present: Mayor Malcolm D. Brodie
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

Absent: Councillor Chak Au

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

RES NO. ITEM

MINUTES

- R25/8-1 1. It was moved and seconded
That:
- (1) *the minutes of the Regular Council meeting held on April 14, 2025, be adopted as circulated; and*
 - (2) *the minutes of the Regular Council meeting for Public Hearings held on April 22, 2025, be adopted as circulated.*

CARRIED



Regular Council
Monday, April 28, 2025

AGENDA ADDITIONS & DELETIONS

R25/8-2

It was moved and seconded

That a correction be made to Item No. 19 “Application by Wilton Properties Ltd for Rezoning at 6840 and 6860 No. 3 Road and 8051 Anderson Road from “Downtown Commercial (Cdt1)” Zone to “Residential/Limited Commercial (Zmu59) – Brighthouse Village (City Centre)” Zone” by amending the motion to read as follows:

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10644 to create the “Residential/Limited Commercial (ZMU59)” zone, and to rezone 6840 and 6860 No.3 Road and 8051 Anderson Road from “Downtown Commercial (CDT1)” zone to “Residential/Limited Commercial (ZMU59) – Brighthouse Village (City Centre)” zone, be introduced and given first, second, and third reading, as amended and subject to the revised rezoning considerations.”

CARRIED

PRESENTATION

Kevin Quinn, CEO, TransLink, with the aid of a PowerPoint presentation (Copy on File, City Clerk’s Office) provided an overview of the proposed 2025 Investment Plan.

COMMITTEE OF THE WHOLE

R25/8-3

2. It was moved and seconded

That Council resolve into Committee of the Whole to hear delegations on agenda items (7:23 p.m.).

CARRIED



Regular Council
Monday, April 28, 2025

3. Delegations from the floor on Agenda items

Item No. 10 – Enhancing Access to Affordable Housing Through Low-End Market Rental Program Management Changes

De Whalen, President, Richmond Poverty Reduction Coalition (RPRC), spoke in support of the staff report, highlighting several key points. She noted that (i) the City is moving in the right direction on housing issues, (ii) the establishment of the Housing Office has already proven to be a valuable initiative, (iii) there is merit in exploring a waitlist or registry pilot program for for-profit housing providers, and (iv) the RPRC looks forward to continued collaboration with the City's Housing Office to further shared goals.

Item No. 11 – Issuance of Gift Cards

Jerome Dickey, Richmond resident, expressed concerns regarding transparency, accountability, and budgeting in the use of public resources, specifically in relation to the distribution of gift cards and staff recognition initiatives.

Item No. 20 – Application by Panatch Group for Rezoning at 9000 No. 3 Road from the “Gas & Service Stations (CG1)” Zone to the “Commercial Mixed Use (ZMU61) – No. 3 Road and Francis Road (Broadmoor)” Zone

Jerome Dickey, Richmond resident, expressed support for the inclusion of large two- and three-bedroom units in the development; however, he also raised concerns regarding the allocation of parking spaces.

Item No. 15 – Public EV Charging Network - Energy Based User Fees

Jerome Dickey, Richmond resident, expressed support for energy-based user fees; however, he raised concerns about the high cost of charging, noting it may discourage residents from adopting electric vehicles. He advised Council to explore reducing costs by examining alternative vendors, review charging contracts more frequently, and urged consideration of a pilot project to install EV chargers on residential streets.



Regular Council
Monday, April 28, 2025

Item No. 19 – Application by Wilton Properties Ltd for Rezoning at 6840 and 6860 No. 3 Road and 8051 Anderson Road from “Downtown Commercial (CDT1)” Zone to “Residential/Limited Commercial (ZMU59) – Brighthouse Village (City Centre)” Zone

June Chen, a Richmond resident, expressed concerns regarding the proposed development, citing potential loss of privacy, risks of smoke inhalation, and fire safety issues associated with the neighbouring rooftop barbecues.

- R25/8-4 4. It was moved and seconded
That Committee rise and report (7:45 p.m.).

CARRIED

CONSENT AGENDA

- R25/8-5 5. It was moved and seconded
That Items No. 6 through No. 17 and Item No. 19 and No. 20 be adopted by general consent.

CARRIED

6. COMMITTEE MINUTES

That the minutes of:

- (1) the Community Safety Committee meeting held on April 15, 2025;*
 - (2) the General Purposes Committee meeting held on April 22, 2025;*
 - (3) the Special Finance Committee meeting held on April 22, 2025;*
 - (4) the Public Works and Transportation Committee meeting held on April 23, 2025; and*
 - (5) the Planning Committee meeting held on April 23, 2025;*
- be received for information.*

ADOPTED ON CONSENT



**Regular Council
Monday, April 28, 2025**

7. 2025-2026 RICHMOND RCMP DETACHMENT ANNUAL PERFORMANCE PLAN COMMUNITY PRIORITIES

(File Ref. No. . 09-5375-02; 01-0340-35-CSAF1) (REDMS No. 7952385)

That the priorities, Property Crime, Organized Crime, Road Safety and Vulnerable Persons, listed in the report titled “2025-2026 Richmond RCMP Detachment Annual Performance Plan – Community Priorities”, dated March 11, 2025, from the Officer in Charge, Richmond RCMP, be endorsed for inclusion in the Richmond RCMP Detachment’s fiscal year 2025-2026 (April 1, 2025, to March 31, 2026) Annual Performance Plan.

ADOPTED ON CONSENT

8. AMENDMENTS OF RICHMOND ZONING BYLAW NO. 8500 AND OTHER ENFORCEMENT RELATED HOUSEKEEPING AMENDMENTS

(File Ref. No. 12-8060-20-010665; 12-8060-20-010666; 12-8060-20-010667; 12-8060-20-010668; 12-8060-20-010669) (REDMS No. 7991331, 7994483, 8013578, 8013861, 8013582, 8015066, 8036661)

- (1) That Richmond Zoning Bylaw 8500, Amendment Bylaw No. 10665, be introduced and given first reading;*
- (2) That Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 10666, be introduced and given first, second and third readings;*
- (3) That Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 10667, be introduced and given first, second and third readings;*
- (4) That Business Regulation Bylaw No. 7538, Amendment Bylaw No. 10668, introduced and given first, second and third readings; and*
- (5) That Business Licence Bylaw No. 7360, Amendment Bylaw No. 10669, be introduced and given first, second and third readings.*

ADOPTED ON CONSENT



**Regular Council
Monday, April 28, 2025**

9. LOW-END MARKET RENTAL AND NON-MARKET RENTAL HOUSING OVERSIGHT: SUMMARY OF THE 2024 STATUTORY DECLARATION PROCESS

(File Ref. No. 08-4057-05) (REDMS No. 7987198, 7678341)

That a policy be drafted for Council consideration that provides for exceptions for temporary instances of income exceedance related to low-end market rental and non-market rental housing as outlined in the report titled "Low-End Market Rental and Non-Market Rental Housing Oversight: Summary of 2024 Statutory Declaration Process" dated March 26, 2025, from the Director, Housing.

ADOPTED ON CONSENT

10. ENHANCING ACCESS TO AFFORDABLE HOUSING THROUGH LOW-END MARKET RENTAL PROGRAM MANAGEMENT CHANGES

(File Ref. No. 08-4057-05) (REDMS No. 7833264)

- (1) That a registry of Low-End Market Rental (LEMR) homes be established and maintained on the City's website as described in the report "Enhancing Access to Affordable Housing through Low-End Market Rental Program Management Changes" dated March 26, 2025, from the Director, Housing;*
- (2) That public information resources on the LEMR Program be expanded to recognize property-specific rents and eligibility criteria supported by a mapping tool to aid those in their search for affordable housing in Richmond;*
- (3) That the LEMR Program be assessed to determine how it is serving the housing needs of the Priority Groups recognized in the Affordable Housing Strategy 2017-2027, and that the findings of this assessment, and any related recommendations, be reported to Council; and*
- (4) That staff be directed to review the eligibility criteria regarding assets owned by LEMR unit tenants and how priority for the occupation of LEMR units can be given to Richmond residents.*

ADOPTED ON CONSENT



Regular Council
Monday, April 28, 2025

11. ISSUANCE OF GIFT CARDS TO EMPLOYEES

(File Ref. No. 05-1420-00) (REDMS No. 8038100, 8029912, 8033624)

- (1) That the Chief Administrative Officer (CAO) immediately withdraw the practice of issuing gift cards to employees or others;*
- (2) That the CAO implement practices such as structured recognition programs that prioritize fairness and meaningful appreciation for employees; and*
- (3) That the General Manager of Finance and Corporate Services determine the cash value of the current stock of gift cards and a process to recover the cost and report back as soon as possible.*

ADOPTED ON CONSENT

12. ANNUAL PROPERTY TAX RATES (2025) BYLAW NO. 10653

(File Ref. No. 12-8060-20-010653) (REDMS No. 7957895, 8003944)

That the Annual Property Tax Rates (2025) Bylaw No. 10653 be introduced and given first, second and third readings.

ADOPTED ON CONSENT

13. RICHMOND WATER QUALITY AND CONSERVATION REPORT 2024

(File Ref. No. 10-6175-03-03) (REDMS No. 8009692)

- (1) That the annual report titled “Richmond Water Quality and Conservation Report 2024”, dated March 18, 2025, from the Director, Public Works Operations, be:*
 - (a) endorsed as the City’s report to the public on water quality in Richmond; and*
 - (b) provided to the Drinking Water Officer and Medical Health Officer as the City’s plan for reporting water quality results; and*



Regular Council
Monday, April 28, 2025

- (2) *That the “Richmond Water Quality and Conservation Report 2024” be made available to the community on the City’s website and through various communication tools including social media channels.*

ADOPTED ON CONSENT

**14. RECYCLING AND SOLID WASTE MANAGEMENT – REPORT 2024:
EXPLORING NEW WAYS TO REDUCE WASTE**

(File Ref. No. 10-6375-05) (REDMS No. 7985755)

- (1) *That the planned initiatives, as outlined in the report titled “Recycling and Solid Waste Management - Report 2024: Exploring New Ways to Reduce Waste”, dated March 19, 2025, from the Director, Public Works Operations, be endorsed; and*
- (2) *That the “Recycling and Solid Waste Management - Report 2024: Exploring New Ways to Reduce Waste”, 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.*

ADOPTED ON CONSENT

15. PUBLIC EV CHARGING NETWORK - ENERGY BASED USER FEES

(File Ref. No. 12-8060-20-010657; 12-8060-20-010658; 12-8060-20-010659; 12-8060-20-010660)

(REDMS No. 7920871, 7951604, 7951145, 7951461, 7951684, 8038832)

- (1) *That, as described in the staff report titled “Public EV Charging Network – Energy Based User Fees”, dated March 19, 2025, from the Director, Climate & Environment, and Director, Public Works Operations, energy-based user fees be implemented for all city-owned public EV chargers;*
- (2) *That the Chief Administrative Officer or General Manager, Engineering and Public Works be authorized to apply for Temporary Dispensation from Measurement Canada for the sale of electricity for EV charging; and*



Regular Council
Monday, April 28, 2025

- (3) *That each of the following bylaws be introduced and given first, second and third readings in order to implement energy-based user fees, including ticketing provisions:*
- (a) *Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10657;*
 - (b) *Parking (Off-Street) Regulation Bylaw No. 7403, Amendment Bylaw No. 10658;*
 - (c) *Traffic Bylaw No. 5870, Amendment Bylaw No. 10659; and*
 - (d) *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 10660.*

ADOPTED ON CONSENT

16. 2025 PROVINCIAL PESTICIDE USE PERMIT RENEWAL APPLICATION

(File Ref. No. 10-6160-07-01) (REDMS No. 7984078, 7991030)

That the comments regarding a provincial Pesticide Use Permit application to manage invasive cordgrass and perennial pepperweed outlined in the report titled “2025 Provincial Pesticide Use Permit Renewal Application”, dated March 19, 2025, from the Director, Climate and Environment, be endorsed for submission to the provincial Ministry of Forests.

ADOPTED ON CONSENT

17. 2025 LIQUID WASTE MANAGEMENT PLAN BIENNIAL REPORT

(File Ref. No. 10-6400-09-01) (REDMS No. 7930673)

That the City’s 2025 Liquid Waste Management Plan Biennial Report, as presented in Attachment 1 of the staff report titled “2025 Liquid Waste Management Plan Biennial Report”, dated March 19, 2025, from the Director, Engineering, be submitted to Metro Vancouver.

ADOPTED ON CONSENT



**Regular Council
Monday, April 28, 2025**

18. TRANSLINK PRESS RELEASE

(File Ref. No. 01-0154-01) (REDMS No. 8038323, 8034385, 8038840, 8038847)

See Page 12 for action on this matter.

19. APPLICATION BY WILTON PROPERTIES LTD FOR REZONING AT 6840 AND 6860 NO. 3 ROAD AND 8051 ANDERSON ROAD FROM “DOWNTOWN COMMERCIAL (CDT1)” ZONE TO “RESIDENTIAL/LIMITED COMMERCIAL (ZMU59) – BRIGHOUSE VILLAGE (CITY CENTRE)” ZONE

(File Ref. No. 12-8060-20-010644, RZ 22-015455) (REDMS No. 8023101, 7978382, 7962015, 7910475)

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10644 to create the “Residential/Limited Commercial (ZMU59)” zone, and to rezone 6840 and 6860 No. 3 Road and 8051 Anderson Road from “Downtown Commercial (CDT1)” zone to “Residential/Limited Commercial (ZMU59) – Brighouse Village (City Centre)” zone, be introduced and given first, second and third reading, as amended and subject to the revised rezoning considerations.

ADOPTED ON CONSENT

20. APPLICATION BY PANATCH GROUP FOR REZONING AT 9000 NO. 3 ROAD FROM THE “GAS & SERVICE STATIONS (CG1)” ZONE TO THE “COMMERCIAL MIXED USE (ZMU61) – NO. 3 ROAD AND FRANCIS ROAD (BROADMOOR)” ZONE

(File Ref. No. 12-8060-20-010655, RZ 23-033712; 12-8060-20-010663; 12-8060-20-010656) (REDMS No. 7927720, 8007747, 7993701, 8007782, 7994462)

- (1)** *That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10655, to change the land use designation of 9000 No. 3 Road from “Commercial” to “Limited Mixed Use” in Attachment 1 to Schedule 1 of Richmond Official Community Plan Bylaw 9000 (City of Richmond 2041 OCP Land Use Map), be introduced and given first reading;*



Regular Council
Monday, April 28, 2025

- (2) *That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10663, to amend the definition of the “Limited Mixed Use” land use map designation in Schedule 1 of Richmond Official Community Plan Bylaw 9000 to clarify that the residential use is intended to include purpose-built rental housing, be introduced and given first reading;*
- (3) *That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10655 and 10663, having both been considered in conjunction with:*
 - (a) *The City’s Financial Plan and Capital Program; and*
 - (b) *The Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans**are hereby found to be consistent with said program and plans, in accordance with Section 477(3)(a) of the Local Government Act;*
- (4) *That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10655 and 10663, having both been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, are hereby found not to require further consultation; and*
- (5) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 10656 to create the “Commercial Mixed Use (ZMU61) – No. 3 Road and Francis Road (Broadmoor)” zone, and to rezone 9000 No. 3 Road from the “Gas & Service Stations (CG1)” zone to the “Commercial Mixed Use (ZMU61) – No. 3 Road and Francis Road (Broadmoor)” zone be introduced and given first reading.*

ADOPTED ON CONSENT



Regular Council
Monday, April 28, 2025

**CONSIDERATION OF MATTERS REMOVED FROM THE
CONSENT AGENDA**

18. **TRANSLINK PRESS RELEASE**

(File Ref. No. 01-0154-01) (REDMS No. 8038323, 8034385, 8038840, 8038847)

R25/8-6

It was moved and seconded

(1) *That a letter be written to TransLink requesting that the 2025 Investment Plan be reconsidered for a 1-year funding agreement with the province, at which time a long-term agreement can be developed; and*

(2) *That staff provide a memorandum with transit service options.*

The question on the motion was not called, as discussion took place on (i) the necessity of ensuring that the deliverables from the organization are consistent with the commitments made, and (ii) the importance of preventing the acceptance of a transit system of lesser quality than originally proposed.

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

PUBLIC ANNOUNCEMENTS

Mayor Brodie announced that Nat Ho was appointed to the Richmond Accessibility Advisory Committee as the youth representative for a two-year term to expire on December 31, 2026.



Regular Council
Monday, April 28, 2025

BYLAW FOR ADOPTION

- R25/8-7 It was moved and seconded
That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10648 be adopted.

CARRIED

DEVELOPMENT PERMIT PANEL

- R25/8-8 21. It was moved and seconded
(1) That the minutes of the Development Permit Panel meeting held on April 16, 2025, be received for information.

CARRIED

PUBLIC DELEGATION ON NON-AGENDA ITEMS

- R25/8-9 22. It was moved and seconded
That Council resolve into Committee of the Whole to hear delegations on non-agenda items (8:21 p.m.).

CARRIED

Becks Jennings, Owner & Head Trainer, Pooch Positives, with the aid of a PowerPoint presentation (Copy on File, City Clerk's Office), provided an overview on the negative effects of choke, prong and electric shock dog collars, and urged Council to create a bylaw banning the use of such devices in the City of Richmond.

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

- R25/8-10 It was moved and seconded
That the feasibility of banning the use of choke, prong and electric shock dog collars in Richmond be referred to staff for further examination.

CARRIED



**Regular Council
Monday, April 28, 2025**

- R25/8-11 23. It was moved and seconded
That Committee rise and report (8:29 p.m.).

CARRIED

ADJOURNMENT

- R25/8-12 It was moved and seconded
That the meeting adjourn (8:30 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 28, 2025.

Mayor (Malcolm D. Brodie)

Corporate Officer (Claudia Jesson)



**Special Council
Monday, May 5, 2025**

Place: Anderson Room
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

Acting Corporate Officer – Evangel Biason

Call to Order: Mayor Brodie called the meeting to order at 4:00 p.m.

RES NO. ITEM

SP25/1-1 It was moved and seconded
That Councillor Au be permitted to join the meeting electronically.

CARRIED

Mayor Brodie recessed the meeting at 4:01 p.m. for the General Purposes Committee and Finance Committee meetings.

The meeting reconvened at 6:28 p.m. with all members of Council present.



Special Council
Monday, May 5, 2025

RES NO. ITEM

GENERAL PURPOSES COMMITTEE

1. **KAIWO MARU – KING OF THE SEA 2026 EVENT OPTIONS
REFERRAL RESPONSE**

(File Ref. No. 11-7400-01) (REDMS No. 8036149, 8011454, 8039463, 8019705)

SP25/1-2

It was moved and seconded

- (1) *That the following program options for the proposed Kaiwo Maru – King of the Sea 2026 Event as outlined in the staff report titled “Kaiwo Maru – King of the Sea 2026 Event Options Referral Response”, dated April 28, 2025, from the Director Arts, Culture and Heritage Services be approved:*
 - (a) *Option 1 – Base Program – Ship Visit and Educational Program;*
 - (b) *Additional Program Option 1 – Addition of a two day Festival;*
 - (c) *Additional Program Option 4 – Community Initiatives, amended to read “Funding for additional initiatives that may be recommended by the Community Advisory Committee (such as additional programming, a legacy project, or other initiative)”;*
 - (d) *Additional Program Option 5 – Enhanced Hosting; and*
 - (e) *Additional Program Option 6 – Increase boarding ticket prices, with boarding ticket prices amended to \$10 per person; and*
- (2) *That one-time funding of \$1,537,070 from the Rate Stabilization Account be approved for the preferred options for the Kaiwo Maru King of the Sea 2026 Event and the Consolidated 5-Year Financial Plan (2025–2029) be amended accordingly.*

CARRIED
Opposed: Cllr. Heed



Special Council
Monday, May 5, 2025

RES NO. ITEM

ADJOURNMENT

SP25/1-3

It was moved and seconded
That the meeting adjourn (6:29 p.m.).

CARRIED

Certified a true and correct copy of the
Minutes of the Special meeting of the
Council of the City of Richmond held on
Monday, May 5, 2025.

Mayor (Malcolm D. Brodie)

Acting Corporate Officer
(Evangel Biason)



Parks, Recreation and Cultural Services Committee

Date: Tuesday, April 29, 2025

Place: Anderson Room
Richmond City Hall

Present: Councillor Chak Au, Chair
Councillor Michael Wolfe
Councillor Laura Gillanders
Councillor Andy Hobbs
Councillor Bill McNulty

Also Present: Councillor Carol Day

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the Parks, Recreation and Cultural Services Committee held on March 25, 2025, be adopted as circulated.

CARRIED

PARKS, RECREATION & CULTURE DIVISION

1. **RECREATION AND SPORT STRATEGY PROGRESS UPDATE 2022–2024**

(File Ref. No. 01-0370-20-003) (REDMS No. 7969764)

Staff presented a video highlighting the Recreation and Sport Strategy Update (copy on file, City Clerk's Office).

Parks, Recreation & Cultural Services Committee

Tuesday, April 29, 2025

In response to queries from Committee, staff advised that (i) Richmond offers a variety of programs through community centres and associations that are designed to engage and appeal to the City's large senior population, (ii) further information regarding the potential development of a covered lacrosse box, as identified in the sports facility needs assessment, will be brought forward for Council's consideration later this year, (iii) in addition to maintaining waitlists for programs that reach capacity, participation statistics are monitored and used to inform the planning of programs and services, (iv) the Barnsley Lifeguard Championship originated in 1936 and was hosted by Richmond for the first time in 2024, and (v) while Jumpstart is not a regular partner the City meets with, individuals are still referred to Jumpstart through the KidSport program for additional support.

Discussion ensued regarding (i) the involvement of all departments in the Official Community Plan (OCP) review, (ii) the depiction of parks in the OCP land use map, (iii) the possibility of increasing gym and sport court access for youth, (iv) the \$29 Summer Active Pass, which provides unlimited access to select drop-in activities, including swimming, skating, pitch and putt golf and more for a one-time price for those aged five to 18 years, (v) Bike to School Week and the potential to expand the program to further engage youth and students in active transportation education, and (vi) the Strategy's activities, which will benefit from sustained efforts through to 2026, with a progress update for 2025 and 2026 to be provided in Q1 of 2027.

It was moved and seconded

That the achievements document, Recreation and Sport Strategy Progress Update 2022–2024, Attachment 1, in the staff report titled “Recreation and Sport Strategy 2022–2024”, dated April 7, 2025, from the Director, Recreation and Sport Services, be posted on the City website and circulated to key community partners including Richmond School District No. 38, Vancouver Coastal Health, Community Recreation Associations and Societies, and Richmond Sports Council for their information.

CARRIED

2. **STEVESTON COMMUNITY CENTRE AND LIBRARY INTERIOR ARTWORK CONCEPT PROPOSAL**

(File Ref. No. 11-7000-09-20-334) (REDMS No. 7990702)

Discussion ensued regarding (i) further refinements to the artwork design, (ii) the breakdown of the budget for the Steveston Community Centre and Library interior artwork, (iii) obtaining quotes from multiple vendors for the fabrication and installation of the artwork as part of the City's procurement process, and (iv) natural and accent lighting around the artwork in the facility.

It was moved and seconded

Parks, Recreation & Cultural Services Committee
Tuesday, April 29, 2025

That the concept proposal for the Steveston Community Centre and Library Interior Artwork, as presented in the staff report titled “Steveston Community Centre and Library Interior Artwork Concept Proposal”, dated April 7, 2025, from the Director, Arts, Culture and Heritage Services, be approved.

CARRIED

3. RAILWAY GREENWAY LIGHTING – 2025 UPDATE

(File Ref. No. 06-2400-20-RAIL1) (REDMS No. 7980422)

Discussion ensued regarding (i) the difference between the current lighting proposal and the previous recommendation, (ii) the use of standard lighting rather than solar lighting where a longer continuous stretch of lighting is required or where adjacent lighting areas exist and can share a single service connection, (iii) the proposed distance between the standard pedestrian lights, (iv) the installation timeline, (v) the estimated cost, including the approximate proportion of solar lights versus standard lights, (vi) light shielding options including deflectors that can be added post-construction if necessary, (vii) the use of solar pedestrian lights as part of the recommended hybrid lighting approach, and (viii) the estimated lifespan of solar lights.

In response to queries from Committee, staff advised that (i) the decision regarding the specific placement of the lights is yet to be determined and will be made at the detailed design stage, with consideration given to minimizing light spillage impact on nearby residences and wildlife, (ii) during the 2024 public engagement process, a total of 529 people responded, with 78.5% in favour of lighting, and (iii) mitigation measures including utilizing luminaires with adequate house-side and up-light shielding and lighting controls will be considered through the detailed design stage.

Further discussion ensued regarding the cost of the lighting along the Steveston Highway Multi-Use Pathway (MUP), and staff advised that a memorandum outlining the differences in the project scope between the Steveston Highway MUP and the Railway Greenway lighting will be provided.

It was moved and seconded

That Option 1, “Hybrid of Standard and Solar Pedestrian Lighting”, as outlined in the report titled “Railway Greenway Lighting – 2025 Update”, dated April 7, 2025, from the Director, Parks Services, be endorsed.

CARRIED

Opposed: Cllr. Wolfe

Parks, Recreation & Cultural Services Committee
Tuesday, April 29, 2025

4. MANAGER’S REPORT

(i) No. 3 Road Bark Park Update

Staff advised that the enhancements to No. 3 Road Bark Park were completed and the park reopened to the public on April 14, 2025.

(ii) Nesting Activity

Discussion ensued regarding the nesting activity of birds and urban wildlife in Richmond parks, and staff advised that, while such activity is not typically monitored, Parks operations crews on-site report observations and will continue to do so.

Further discussion ensued regarding Richmond wildlife.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:53 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Parks, Recreation and Cultural Services Committee of the Council of the City of Richmond held on Tuesday, April 29, 2025.

Councillor Chak Au
Chair

Shannon Unrau
Legislative Services Associate



General Purposes Committee

Date: Monday, May 5, 2025

Place: Anderson Room
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
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

Call to Order: The Chair called the meeting to order at 4:25 p.m.

It was moved and seconded

That Councillor Au be permitted to join the meeting electronically.

CARRIED

MINUTES

It was moved and seconded

That the minutes of the meeting of the General Purposes Committee held on April 22, 2025, be adopted as circulated.

CARRIED

DELEGATION

1. Gregg Loo, Operations Manager, Mental Health and Substance Use Services, Richmond Infant, Child and Youth Mental Health at Foundry Richmond and Vancouver Coastal Health, provided an update on Foundry Richmond, referencing his PowerPoint presentation (Copy on File, City Clerk's Office).

1.

General Purposes Committee

Monday, May 5, 2025

Discussion ensued regarding (i) providing resources and contact information regarding services related to recovery, mental health, and/or substance use concerns, and (ii) Foundry Richmond's social media platforms.

DEPUTY CAO'S OFFICE

2. **REFERRAL RESPONSE: CHARGING FEES FOR PARKING ALLOCATED TO LOW-END MARKET RENTAL UNITS**

(File Ref. No. 08-4057-05) (REDMS No. 8020921)

Discussion ensued regarding (i) the new requirement for local governments to exempt residential uses within each Transit-Oriented Area (TOA) from the mandate to provide off-street vehicle parking, with the exception of any accessible parking supply requirements, (ii) the feasibility of having a charge for parking for Low-End Market Rental (LEMR) units in TOAs, (iii) the City's use of housing agreements to regulate maximum rents, define tenant eligibility, and establish conditions such as parking charges, with changes requiring a Council-approved bylaw amendment, (iv) cost of parking in terms of income versus unit entitlement, and (v) the ratio of parking stalls in TOAs.

In response to queries from Committee, staff advised that (i) the recommendation would allow owners of LEMR units in TOAs to charge for parking at the market rate, and outside of these areas, the owners of LEMR units would only be permitted to charge LEMR tenants 50% of the current market rate, with the recommendation that this below-market rate be initially set at \$75 per month, with annual increases at the rate of any increase in the Consumer Price Index (CPI), (ii) the statutory declaration process to ensure that the parking charge limitations are upheld is considered to be sufficiently stringent, and (iii) through discussions with members of the development community and based on responses to a recent statutory declaration process, it is understood that market charges for parking in Richmond fall between \$100 and \$150 per month and the \$75 per month rate represents roughly half of the upper range of monthly market rents.

It was moved and seconded

That the staff report titled "Referral Response: Charging Fees for Parking Allocated to Low-End Market Rental Units" dated April 9, 2025, from the Director, Housing be referred back to staff to recommend parking rates for Low-End Market Rental units based on various factors.

CARRIED

General Purposes Committee

Monday, May 5, 2025

3. **HOUSING AGREEMENT AMENDMENT APPLICATIONS TO UPDATE LOW-END MARKET RENTAL RENTS IN THREE DEVELOPMENTS**

(File Ref. No. 08-4057-05) (REDMS No. 8013584)

Discussion ensued regarding non-profit operators.

In response to queries from Committee, staff advised that a referral response regarding establishing a Housing Authority, including structure options and a financing model, is forthcoming.

It was moved and seconded

- (1) *That Housing Agreement (Affordable Housing) (8671, 8731, 8771, 8831/8851 Cambie Road, 8791 Cambie Road and 3600 Sexsmith Road) Bylaw No. 10437, Amendment Bylaw No. 10633 be introduced and given first, second, and third readings;*
- (2) *That Housing Agreement (23200 Gilley Road) Bylaw No.9955, Amendment Bylaw No. 10646 be introduced and given first, second, and third readings; and*
- (3) *That Housing Agreement (5591, 5631, 5651 and 5671 No. 3 Road) Bylaw No. 10057, Amendment Bylaw No. 10654 be introduced and given first, second, and third readings.*

CARRIED

PARKS, RECREATION AND CULTURE DIVISION

4. **KAIWO MARU – KING OF THE SEA 2026 EVENT OPTIONS REFERRAL RESPONSE**

(File Ref. No. 11-7000-01) (REDMS No. 8036149)

Discussion ensued regarding (i) the potential additional revenue based on boarding tickets priced at \$10 per person, (ii) details and cost of the base program, including ship boarding, viewing, and sail drill(s), as well as the additional program option of a two-day festival that would include stage performances showcasing local talent, (iii) costs associated with enhanced hosting, (iv) availability of community facilities, (v) maintaining the current format of the 2026 Richmond Maritime Festival, (vi) expenses related to event volunteers, (vii) temporarily relocating the existing floats and gangways at Imperial Landing to Garry Point Park, (viii) one-time funding coming from the Rate Stabilization Account, with the pursuit of grants and sponsorships to help offset event costs, with any funding received beyond that anticipated in the proposed budgets being returned to the Rate Stabilization Account, and (ix) the cultural and community significance of hosting the Kaiwo Maru with an event program, as well as the potential economic impact.

General Purposes Committee

Monday, May 5, 2025

Discussion ensued regarding costs of the program options. As a result of the discussion, an amendment motion to remove any additional program options from Part 1 was introduced, but failed to receive a seconder.

It was moved and seconded

- (1) *That the following program options for the proposed Kaiwo Maru – King of the Sea 2026 Event as outlined in the staff report titled “Kaiwo Maru – King of the Sea 2026 Event Options Referral Response”, dated April 28, 2025, from the Director Arts, Culture and Heritage Services be approved:*
 - (a) *Option 1 – Base Program – Ship Visit and Educational Program;*
 - (b) *Additional Program Option 1 – Addition of a two day Festival;*
 - (c) *Additional Program Option 4 – Community Initiatives, amended to read “Funding for additional initiatives that may be recommended by the Community Advisory Committee (such as additional programming, a legacy project, or other initiative)”;*
 - (d) *Additional Program Option 5 – Enhanced Hosting; and*
 - (e) *Additional Program Option 6 – Increase boarding ticket prices, with boarding ticket prices amended to \$10 per person; and*
- (2) *That one-time funding of \$1,537,070 from the Rate Stabilization Account be approved for the preferred options for the Kaiwo Maru King of the Sea 2026 Event and the Consolidated 5-Year Financial Plan (2025–2029) be amended accordingly.*

CARRIED

Opposed: Cllr. Heed

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:39 p.m.).

CARRIED

General Purposes Committee
Monday, May 5, 2025

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, May 5, 2025.

Mayor Malcolm D. Brodie
Chair

Shannon Unrau
Legislative Services Associate



Finance Committee

Date: Monday, May 5, 2025

Place: Anderson Room
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
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

Call to Order: The Chair called the meeting to order at 5:40 p.m.

It was moved and seconded

That Councillor Au be permitted to join the meeting electronically.

CARRIED

MINUTES

It was moved and seconded

That the minutes of the meeting of the Special Finance Committee held on April 22, 2025 be adopted as circulated.

CARRIED

DELEGATION

1. Aanu Adeleye, Engagement Partner, and Chito Lo, Engagement Senior Manager, KPMG, presented the Audit Findings Report on the City's 2024 Consolidated Financial Statements.

FINANCE AND CORPORATE SERVICES DIVISION

2. 2024 CONSOLIDATED FINANCIAL STATEMENTS

(File Ref. No. 03-0905-01) (REDMS No. 8021882)

It was moved and seconded

That the 2024 City of Richmond Consolidated Financial Statements as presented in Attachment 2 be approved.

CARRIED

RICHMOND PUBLIC LIBRARY

3. 2024 FINANCIAL STATEMENTS FOR THE RICHMOND PUBLIC LIBRARY

(File Ref. No. 03-0905-01) (REDMS No. 8027857)

It was moved and seconded

That the 2024 Richmond Public Library audited financial statements for the year ended December 31, 2024, as presented in the attached report from the Chief Librarian, be received for information.

CARRIED

LULU ISLAND ENERGY COMPANY

4. 2024 FINANCIAL STATEMENTS FOR THE LULU ISLAND ENERGY COMPANY

(File Ref. No. 03-0950-01) (REDMS No. 8022654)

It was moved and seconded

That the Lulu Island Energy Company report titled “2024 Financial Statements for the Lulu Island Energy Company”, dated April 10, 2025, from the Chief Executive Officer and Chief Financial Officer, be received for information.

CARRIED

Finance Committee
Monday, May 5, 2025

RICHMOND OLYMPIC OVAL CORPORATION

5. RICHMOND OLYMPIC OVAL CORPORATION 2024 AUDITED FINANCIAL STATEMENTS

(File Ref. No. 03-1200-09) (REDMS No. 8039115)

Discussion ensued regarding (i) details of the Statement of Financial Position and Statement of Cash Flows, (ii) the forthcoming report regarding the Richmond Olympic Oval Corporation's 1st Quarter 2025 Financial Information, (iii) a more streamlined and efficient senior management structure, and (iv) the Oval's marketing budget and operational efficiency.

It was moved and seconded

That the report on the 2024 Audited Financial Statements for the Richmond Olympic Oval Corporation from the Director, Finance, Innovation & Technology, Richmond Olympic Oval Corporation be received for information.

CARRIED

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:49 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, May 5, 2025.

Mayor Malcolm D. Brodie
Chair

Shannon Unrau
Legislative Services Associate



City of Richmond

Report to Committee

To: Parks, Recreation and Cultural Services Committee
Date: April 7, 2025

From: Keith Miller
Director, Recreation and Sport Services
File: 01-0370-20-003/2025-Vol 01

Re: Recreation and Sport Strategy Progress Update 2022–2024

Staff Recommendation

That the achievements document, Recreation and Sport Strategy Progress Update 2022–2024, Attachment 1, in the staff report titled “Recreation and Sport Strategy 2022–2024”, dated April 7, 2025, from the Director, Recreation and Sport Services, be posted on the City website and circulated to key community partners including Richmond School District No. 38, Vancouver Coastal Health, Community Recreation Associations and Societies, and Richmond Sports Council for their information.

Keith Miller
Director, Recreation and Sport Services
(604-247-4475)

Att. 1

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Arts, Culture & Heritage	<input checked="" type="checkbox"/>	
Community Social Development	<input checked="" type="checkbox"/>	
Facility Services & Project Development	<input checked="" type="checkbox"/>	
Transportation	<input checked="" type="checkbox"/>	
Parks Services	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

On January 14, 2019, Council adopted the *Recreation and Sport Strategy (2019–2024)* (the Strategy) to guide the planning and delivery of recreation and sport opportunities in Richmond. The goal of the Strategy is to provide a range of opportunities that encourage citizens of every age to enjoy the benefits of an active lifestyle, cultivate lifelong participation in recreation and sport, and enrich the physical, creative, social and intellectual lives of residents. This report responds to the resulting referral:

"That staff report back at the mid-point and end of the implementation period of the Recreation and Sport Strategy (2019–2024)."

The purpose of this report is to address this referral by providing Council with a snapshot of selected highlights achieved and successes accomplished by the City and its partners across 2022, 2023 and 2024. 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.

6.2 Enhance the City's network of parks, trails and open spaces.

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

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

Analysis

Background

The Strategy guides the Parks, Recreation and Culture (PRC) Division, and especially the Recreation and Sport Services Department with the aim of increasing the reach and impact of community participation in recreation and sport opportunities. While the City provides leadership through this Strategy, it is only in partnership with Community Associations and Societies and other community organizations that the City is able to deliver a broad range of recreation and sport opportunities to Richmond residents, achieve the Strategy's initiatives, and embrace the vision for recreation and sport in Richmond.

The Strategy includes a series of objectives and actions in seven focus areas that were adopted to realize the City's vision of *"being a leader in the planning and delivery of recreation and sport opportunities, inspiring individuals and communities to be active, connected and healthy for a lifetime."* The Strategic Focus Areas are:

1. Awareness and Understanding: Richmond residents understand the opportunities and benefits of participation in recreation and sport;
2. Engaged Community: Recreation and sport opportunities are accessible, inclusive and support the needs of a growing and diverse population in Richmond;
3. Physical Literacy and Sport for Life: Richmond residents have the fundamental movement skills, competence, confidence and motivation to move for a lifetime;
4. Active People and Vibrant Places: Natural and built environments within neighbourhoods in Richmond encourage connectedness and participation in recreation and sport;
5. Connectedness to Nature: Richmond residents enjoy opportunities to connect with nature;
6. Community Capacity-Building: Collaborations, partnerships and volunteerism are strengthened to expand the reach and impact of recreation and sport in Richmond; and
7. Technology and Innovation: Technology and innovative ideas connect and inspire Richmond residents to participate in recreation and sport.

It is anticipated that by addressing these Strategic Focus Areas, Richmond's community will experience tangible improvements in the long-term outcomes, including enhanced participation in recreation and sport across all demographics, as well as a greater number of residents meeting physical activity targets.

Summary of Highlights

The *Recreation and Sport Strategy Progress Update 2022–2024* (The Strategy Progress Update), Attachment 1, presents progress highlights and accomplishments achieved for 2022, 2023 and 2024. These highlights build on the advancement and success demonstrated through the previous progress update (2018–2021). Presented below are selected highlights for each Strategic Focus Area from the Strategy Progress Update, that demonstrates the breadth of the actions accomplished in these three years.

Selected highlights include:

- Since ParticipACTION's first annual Community Challenge in 2019, Richmond has been one of Canada's Top 50 Most Active Communities. For the month-long Challenge, the City, Community Associations and Societies, and community organizations offer numerous free or low-cost recreation and sport events, programs and activities open to all that live, work and play in Richmond, fostering neighbourhood connection and encouraging participation across Richmond. In 2023 Richmond was selected as one of 50 finalists across Canada, and for 2022 and 2024 Richmond proudly earned the title of British Columbia's Most Active Community.
- As Richmond continues to grow, so too is the demand and opportunity for accessible, high-quality community recreation and cultural programming. With the full resumption

of recreation and sport services in the second quarter of 2022, participation in recreation and sport programs and services has continued to increase across several key metrics, including total drop-in visits, and total PRC program registrations. From 2022 to 2024, total drop-in visits grew from 1,446,500 to over 1,921,000. Similarly, total PRC program registrations were 96,400 in 2022, and increased to over 116,500 for 2024.

- Richmond is committed to ensuring that residents with financial barriers can participate in recreation and sport offerings. The Recreation Fee Subsidy Program (RFSP) provides financial assistance to residents of all ages facing financial hardship. Enrollment in the program has been steadily increasing. With 3,889 individuals enrolled during September 2023 to August 2024, this led to over 114,200 drop-in admissions across the City's PRC facilities. In 2023, Richmond Sports Council, supported by City grant funding, introduced the Active Recreation & Sport Fund (the Fund). The Fund supports children and youth under 18 participating in recreation and sport activities not affiliated with a provincial sport organization, nor delivered directly by the City. Since its launch, it has distributed a total of \$8,375 in financial support to 26 children and 16 families.
- Richmond Public Library (RPL)'s Summer Reading Club offers children and youth reading activities and events in the summer. In 2024, the City and the Richmond Olympic Oval teamed up with the RPL to add physical literacy activities to the Summer Reading Club story time sessions. A City-wide scavenger hunt was also created to supplement the BC Summer Reading Club passport, encouraging children to visit community recreation facilities, search for hidden objects and complete physical activities. These new physical literacy opportunities helped to reduce sedentary behaviours and provide more creative ways to learn fundamental movement for children and youth.
- The City in partnership with the Richmond School District delivers bike skills education courses for all Grade 6/7 students. These courses teach students the rules and responsibilities of cycling in the city, as well as fundamental cycling skills on school grounds and local streets. Over 1,800 students have taken part from 2022 to 2024. These courses assist schools in developing curriculum, while offering students accessible and inclusive skill development, and the foundations to cycle and stay active for life. This successful initiative led to the City receiving HUB Cycling's 2023 Cycling Education award.
- In 2023, the Minoru Centre for Active Living was honored with the prestigious Provincial Facility Excellence Award for projects exceeding \$3 million, presented by the BC Recreation and Parks Association. This award recognizes outstanding facility design or redevelopment that reflects community culture, innovation, and responsiveness to community needs. Designed to prioritize accessibility and certified to the LEED Gold standard, the facility aligns with Richmond's vision of being a leader in recreation and sport. It provides high-quality, sustainable, and environmentally friendly spaces, ensuring all Richmond residents have the opportunity to achieve their physical activity goals. Demonstrating its appeal, Minoru Centre for Active Living set a new attendance record with 102,472 visits in August of 2024, and a daily attendance record with nearly 3,900 visits on BC Day (August 5, 2024).

- Over the last three years, the City has continued to invest in planning, improving, and developing new parks and recreation facilities for Richmond's growing community. Between 2022 and 2024, over 30 parks construction projects were completed, enhancing Richmond's inventory of parks, community gardens and open spaces. In 2024, Council approved facility operating plans for both the new Steveston Community Centre and Library, and the Bowling Green Community Activity Centre, as well as approved the West Richmond Pavillion site, program and facility name. These additional parks projects and new future facilities enable residents to benefit from physical activity, health and wellness opportunities in the City's natural and built environments both now and into the future.
- Youth employment opportunities in recreation and sport are important for providing youth with the chance to gain knowledge, confidence and leadership skills. Youth employment opportunities also support summer programs, and help develop leaders to provide future recreation and sport opportunities for the community. In 2023 and 2024, Community Associations and Societies, the Richmond Museum Society, and the Richmond Nature Park Society funded summer day camp leader positions and an environmental program development supervisor position, with \$285,000 in Canada Summer Job Grants and \$10,000 through the Canadian Parks and Recreation Association Youth Employment Experience Grant.
- Launched in fall 2024, the Activity Search Tool provides a personalized experience to online registration by aligning program offerings with customers' interests, age, and location. This tool allows users to access up-to-date information and filter activities, such as drop-in classes, and registered programs. This tool improves accessibility, engagement and communication, as well as supports broader participation in Richmond's Parks, Recreation, and Culture programs.

Next Steps and Implementation Timeline

As a result of challenges posed by the pandemic to the implementation timeline, it was identified in the *Recreation and Sport Strategy Progress Update (2019–2021)* that the strategy's activities will continue through to 2025 or 2026. Reaffirmed through this Strategy Progress Update, the Strategy's activities will benefit from sustained efforts through to 2026. A Progress Update for 2025 and 2026 will be provided in Q1 of 2027.

The Strategy Progress Update will be shared with key community partners and organizations that have been involved in the development and implementation of the Recreation and Sport Strategy, including, but not limited to, Richmond School District No. 38, Vancouver Coastal Health, Community Associations and Societies, and Richmond Sports Council, as well as be posted on the City website.

Financial Impact

None.

Conclusion

The *Recreation and Sport Strategy (2019–2024)* represents the City's ongoing commitment to increasing opportunities for participation in recreation and sport in Richmond and supporting community members in achieving their physical activity targets. The *Recreation and Sport Strategy Progress Update 2022–2024* highlights just a fraction of the ongoing work that has been accomplished by the City's and its partners between 2022 and 2024.

Pending Council's approval, it is recommended that the Recreation and Sport Strategy Progress Update 2022–2024 be distributed to Richmond School District No. 38, Vancouver Coastal Health, Community Associations and Societies, and Richmond Sports Council, and additional key partners, as well as posted on the City's website.

A handwritten signature in black ink, appearing to read 'Bains', is written over a large, stylized circular scribble.

Mandeep Bains
Manager, Community Services Planning and Projects
(604-247-4479)

Att. 1: Recreation and Sport Strategy Progress Update 2022–2024

CITY OF RICHMOND Recreation and Sport Strategy (2022–2024)



April 2025

PROGRESS UPDATE

CNCL – 44



Contents

Executive Summary	3
Introduction.....	5
About the Strategy	7
Strategic Focus Areas.....	7
Focus Area 1: Awareness and Understanding	9
Why is this important?.....	9
Highlights and Achievements.....	10
Focus Area 2: Engaged Community	15
Why is this important?.....	15
Highlights and Achievements.....	15
Focus Area 3: Physical Literacy and Sport for Life.....	27
Why is this important?.....	27
Highlights and Achievements.....	27
Why is this important?.....	34
Highlights and Achievements.....	34
Recreation and Sport at The Richmond Olympic Oval	44
Why is this important?.....	47
Highlights and Achievements.....	47
Focus Area 6: Community Capacity-Building	53
Why is this important?.....	53
Highlights and Achievements.....	53
Focus Area 7: Technology and Innovation.....	59
Why is this important?.....	59
Highlights and Achievements.....	59



Executive Summary

The Recreation and Sport Strategy Progress Update (2022–2024) presents progress highlights and accomplishments achieved over the last three years. The Recreation and Sport Strategy (2019–2024) guides the work of Parks, Recreation and Culture Division, especially the Recreation and Sport Services Department, with the aim to increase reach and impact of recreation and sport benefits to all residents in Richmond. The City of Richmond collaborates with Richmond's Community Associations and Societies and other community organizations to deliver a broad range of recreation and sport opportunities. Through community facilities, arenas, aquatic facilities, fitness and sport facilities, arts, culture and heritage opportunities, and in outdoor spaces, parks and schools, there are a myriad of options to meet the physical activity, wellness and sport needs of Richmond residents.

In order to meet the Strategy's vision—**that Richmond is a leader in the planning and delivery of recreation and sport opportunities, inspiring individuals and communities to be active, connected and healthy for a lifetime**—seven focus areas of action were identified:

1. Increasing awareness and understanding of the opportunities and benefits of participation in recreation and sport.
2. Ensuring that recreation and sport opportunities are accessible, inclusive and support the engagement of all residents.
3. Promoting physical literacy to ensure residents have the skills, competence, confidence and motivation to move for a lifetime.
4. Encouraging active people through connections with vibrant, natural and built environments.
5. Creating opportunities for Richmond residents to connect with nature.
6. Building community capacity through collaborations, partnerships and volunteerism.
7. Leveraging technology and innovation to connect and inspire participation in recreation and sport.

With full Recreation and Sport services resuming in the second quarter of 2022, Richmond has seen a steady increase in participation in events, programs and physical activities since the COVID-19 pandemic. The achievements highlighted in the forthcoming document capture only a fraction of the ongoing recreation and sport work that is accomplished year-over-year in Richmond, with the support of Community Associations and Societies and key community partners. Every day we get closer to the Strategy's vision, and every day Richmond residents are finding ways that work for them to be active for life.



Introduction

The Parks, Recreation and Culture Division offers residents of all ages and abilities access to recreation and sport programs and services and special events through community centres, arenas, aquatic facilities, fitness and sport facilities, numerous art, culture and heritage offerings, and in outdoor spaces, parks and schools. Both indoor and outdoor opportunities are available to increase physical activity and overall wellness, and enhance community connectedness. The Division works to understand and address barriers and promote participation of people with disabilities, individuals and families in financial need, and Richmond's diverse cultural groups. In addition, creating welcoming environments for those who are new to the community and offering multiple gateways to participate in recreation that includes arts, heritage, culture and sports are priorities.

The Recreation and Sport Services Department embraces a relationship-based approach, working with a range of community organizations, non-profit organizations, recreation and sport organizations, and individuals to provide programs and services. The City of Richmond's Community Associations and Societies assist with understanding the needs of individual neighbourhoods, as in the case of community centres, or in specific service areas such as arenas or fitness and wellness, provide direct connections to community members and deliver programs and services to the public. The Recreation and Sport Services Department also works closely with local sport organizations through the Richmond Sports Council on a wide range of initiatives and projects. These relationships add value to people's experiences and provide a multitude of opportunities for people to become engaged in their community.

The renewed vision for recreation and sport in Richmond was developed through a collaborative and holistic approach involving engagement with Richmond residents, community partners, and staff. The resulting future-oriented and aspirational vision is:

Richmond is a leader in the planning and delivery of recreation and sport opportunities, inspiring individuals and communities to be active, connected and healthy for a lifetime.

Key benefits of participating in recreation and sport are well-documented and include:

- Enhancing mental and physical well-being;
- Enhancing social well-being;
- Helping to build strong families and connected communities;
- Helping people connect with nature;
- Providing economic benefits by investing in recreation;
- Achieving sport excellence for individuals and communities; and
- Creating safe and supportive environments through social development and community building.



The Recreation and Sport Strategy (the Strategy), along with the Community Wellness Strategy and other City of Richmond (City) strategies, provide a solid foundation that guides the Recreation and Sport Services Department's focus on the long-term outcomes of increasing community participation and physical activity.

Given the long-term nature of the Strategy and the breadth of strategic initiatives that help move the needle on increasing physical activity and participation levels, this document provides a snapshot of progress on selected achievements in each strategic focus area. Since the launch of the Strategy in 2019 and the 2019–2021 Progress Update, key themes have emerged from actions taken over the course of the last five years of the Strategy's implementation, including:

- Connecting people to opportunities and each other;
- Better promoting the benefits of participating in recreation and sport;
- Helping to cultivate lifelong participation in recreation and sport; and
- Identifying and reducing the barriers that individuals face in meeting their health and physical activity goals.

With sustained, collective effort on the Strategy's seven focus areas, progress has been made on lowering barriers and increasing participation. It is anticipated that sustained efforts will increase the number of Richmond residents meeting physical activity targets.



About the Strategy

On January 14, 2019, Richmond City Council adopted the Recreation and Sport Strategy (2019–2024) to guide the planning and delivery of recreation and sport opportunities in the City over the following five years. In 2021, as a result of the pandemic, it was anticipated that the Strategy would be extended by two years. The 2022–2024 Progress Update has reaffirmed this approach, highlighting that the Strategy still holds relevance and there are still actions that can be elevated further.

The City of Richmond, together with its partners, continue to build on the strong foundation already present in Richmond to encourage citizens of every age to enjoy the benefits of an active and involved lifestyle. The Strategy emphasizes a holistic approach to recreation, including planning for a variety of opportunities from connecting with Richmond’s beautiful natural environment to regular participation in formal and informal sports and recreation. It also embraces the Sport for Life philosophy and the Long-Term Athlete Development model by prioritizing opportunities to develop sport excellence, physical literacy and positive life-long sport participation for all citizens.

Strategic Focus Areas

In the Richmond Recreation and Sport Strategy (2019–2024), seven strategic focus areas and 57 recommended key actions were adopted to address the current and future needs related to recreation and sport in Richmond.

1. **Awareness and Understanding:** Richmond residents understand the opportunities and benefits of participation in recreation and sport.
2. **Engaged Community:** Recreation and sport opportunities are accessible, inclusive and support the needs of a growing and diverse population in Richmond.
3. **Physical Literacy and Sport for Life:** Richmond residents have the fundamental movement skills, competence, confidence and motivation to move for a lifetime.
4. **Active People and Vibrant Places:** Natural and built environments within neighbourhoods in Richmond encourage connectedness and participation in recreation and sport.
5. **Connectedness to Nature:** Richmond residents enjoy opportunities to connect with nature.
6. **Community Capacity-Building:** Collaborations, partnerships and volunteerism are strengthened to expand the reach and impact of recreation and sport in Richmond.
7. **Technology and Innovation:** Technology and innovative ideas connect and inspire Richmond residents to participate in recreation and sport.

It is anticipated that by taking action in the strategic focus areas, Richmond’s community will see improvements in the intended long-term outcomes of the Recreation and Sport Strategy, which are to:

1. Increase participation of all residents in recreation and sport; and
2. Increase the number of Richmond residents who achieve physical activity targets.



Focus Area 1: Awareness and Understanding

Richmond residents understand the opportunities and benefits of participation in recreation and sport.



Focus Area 1: Awareness and Understanding contains 3 of 57 strategic actions.

Why is this important?

Increasing awareness and understanding of the opportunities and benefits of participation in recreation and sport is important for several reasons. The ultimate goal of the collective actions in the Recreation and Sport Strategy is to prompt behaviour change and create conditions that make it easier for everyone to be more physically active and engaged in community life over the long term. A key ingredient for behaviour change is to ensure the audience knows why a change is desirable, and how they can take action. Diversifying communication methods and messages facilitates a broader reach, particularly as there is more reliance on digital and social media.

According to ParticipACTION's 2021 Adult Report Card and 2024 Child and Youth Report Card, Canadians of all ages are falling short on recommendations around physical activity, sedentary behaviour, and sleep. These Report Cards revealed that only 56% of adults between the ages of 18 and 79 are meeting Light Physical Activity Guidelines (at least three hours per day of light physical activity), and that only 39% of children and youth achieved the recommended 60 minutes of moderate- to vigorous-intensity physical activity per day. Raising awareness and building understanding around the benefits of physical activity and the many opportunities available help to motivate Richmond residents to get active.

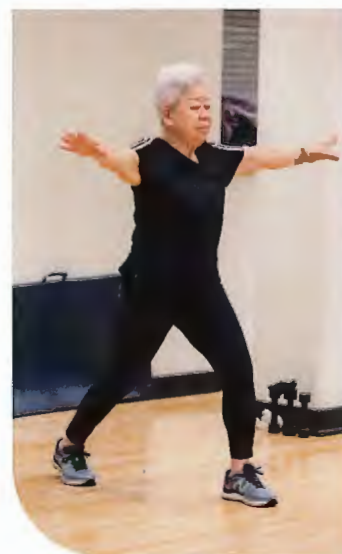
Through strategy actions that aim to address barriers and support participation the following outcomes are anticipated:

- The benefits of physical literacy, recreation and sport are recognized and supported by the public and organizations.

Highlights and Achievements

The priority initiatives in this Focus Area aim to:

- ↑ Increase communications initiatives and resources for community members, partners and City staff.
- ↑ Increase understanding and awareness of physical literacy.
- ↑ Increase understanding and awareness of recreation and sport opportunities and benefits.



The following provides a snapshot of successes and progress highlights:



PARTICIPACTION COMMUNITY CHALLENGE

Along with being designated a Global Active City through the Active Well-being Initiative, Richmond has been one of Canada's Top 50 Most Active Communities since the annual Community Challenge (formerly Community Better Challenge) began in 2019. This nationwide initiative, led by ParticipACTION, recognizes communities for their activity levels and innovative efforts in motivating residents of all ages to get physically active. The Community Challenge takes place each June to inspire Canadians to move more and compete for the title of Canada's Most Active Community. Being active is essential not only for individual physical and mental well-being but also for building stronger, connected, healthier, and more vibrant communities. By actively promoting and celebrating the Community Challenge and the benefits of physical activity, Richmond enhances public awareness of recreation opportunities, reinforcing the importance of accessible and engaging physical activity options for all.

2022

In 2022, Richmond joined more than 280 communities in BC to take part in the Challenge. Through this community effort, tracking 9,700,000 minutes of physical activity, Richmond earned for the first time the coveted title of British Columbia's Most Active Community, along with a \$15,000 prize to be used to support local physical activity and sports.

Throughout the month-long challenge, individuals had the opportunity to register for free programs and sessions available both online and in-person across Richmond, including Family Yoga, Boomer Boot Camp, Nordic Pole Walking, personal training, and Dance Fit.

2023

In 2023, Richmond residents enthusiastically returned to participate in the Challenge, this time logging 11,700,000 active minutes and surpassing 2022 results by 20%. For the second year in a row, Richmond was selected as one of 50 finalists across Canada. Throughout the month of June, the City and its community partners offered over 50 free or low-cost activities including a Jazz Dance Party, a Sports Day for preschoolers and a Fitness Marathon, all of which contributed significantly to the event's success.

2024

Throughout the month, over 30 Richmond organizations joined the 2024 Community Challenge, offering more than 540 physical activity initiatives, programs and events, engaging approximately 258,000 participants in diverse activities ranging from individual pursuits to team sports. Numerous free or low-cost events, programs and activities encouraged participation across Richmond. Local Community Associations and Societies engaged in neighbourhood-based outreach and invited residents to take part in Challenge events fostering neighbourhood connections, along with free "try-it" sessions open to all.

For the second time in three years, Richmond proudly earned the title of British Columbia's Most Active Community in the 2024 ParticipACTION Community Challenge. Accompanying the prestigious title, the City was awarded \$15,000 to boost community programming aimed at enhancing physical activity for Richmond residents and supporting the implementation of the Council-approved Community Wellness, and Recreation and Sport strategies.

BUILDING COMMUNITY THROUGH UNDERSTANDING

Building understanding is fundamental to creating connection between people, and ultimately building a sense of community. Sharing a personal health or wellness journey or experience can be a powerful way to build understanding, awareness and community. But building community also means supporting people in overcoming personal challenges, and guiding them towards success. Stories of Wellness and Generation Health Community illustrate two different approaches to building community through understanding.

Stories of Wellness in Richmond

In 2024, the Stories of Wellness in Richmond campaign was launched, and four stories were shared. This online initiative is focused on developing a healthy, active living campaign to promote innovative and collaborative approaches to improving wellness outcomes by raising awareness and encouraging participation in physical activity, healthy eating, and mental wellness. Stories of Wellness in Richmond supports this goal by showcasing the benefits of active community engagement and healthy lifestyles while inspiring participation.

By featuring personal wellness stories, this initiative not only celebrates individual achievements but also encourages others to explore new ways to improve their well-being. Whether through small lifestyle changes or long-term commitments to health and wellness, these stories serve as a source of motivation and connection for the Richmond community.



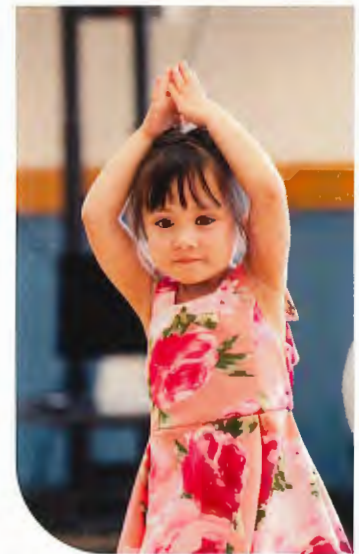
Generation Health Community

Launched for the first time in 2024, Generation Health Community is a collaborative initiative between the Childhood Healthy Living Foundation, the East Richmond Community Association, and Mitchell Elementary School. Designed to support children living with obesity and their families, the program increases health and physical activity awareness and understanding through education and skill-building opportunities, led by nutritionists and exercise specialists. Health and physical activity awareness and understanding are nurtured by covering topics including nutrition, healthy sleep habits, recreation, and active living, equipping participants and their families with the knowledge and tools to make sustainable, health-focused lifestyle changes that promote physical activity and healthy living behaviours.

CONNECTING AND BUILDING AWARENESS IN A DIGITAL ERA

Parks, Recreation and Culture E-newsletter

Over the past three years (2022, 2023, and 2024), the Parks, Recreation and Culture e-Newsletter has kept Richmond residents informed and engaged with updates on special events, seasonal programming, registration reminders, volunteer opportunities, and other timely news. In September 2024, the e-Newsletter transitioned to a twice-monthly format, providing subscribers with more frequent and up-to-date information. With a growing audience and over 1,300 subscribers, the e-Newsletter continues to serve as a valuable resource for the Richmond community.





Engaging through Social Media

Richmond maintains an active presence across multiple social media platforms, including Facebook, X (formerly Twitter), Instagram, LinkedIn, and Blue Sky. These channels provide residents with up-to-date information on City events, programs, and initiatives while offering opportunities for engagement. Community members are encouraged to join the conversation, ask questions, share photos and videos, and stay connected. Richmond's digital presence continues to grow, and in 2024 the City's total number of social media followers grew by more than 15%. With thousands of followers and views across platforms, Richmond's social media is fostering a more informed and engaged community.

Beyond the City's social media presence, Community Associations and Societies also maintain their own social media channels to foster community connection and engagement. These channels cater to specific audiences, such as fitness enthusiasts, youth and parents of preschool and childcare children, offering a dynamic and immediate means of sharing timely and relevant information. Additionally, hashtags such as #RichmondBC help viewers discover other pertinent resources.

■ UNDERSTANDING EVOLVING COMMUNITY NEEDS

By hearing from Richmond residents, the City and its partners are able to deepen their awareness and understanding of Richmond's recreation and sport needs and interests. Community feedback allows for offerings, services and facilities to be tailored to meet the diverse needs of Richmond residents, and also ensure the City's internal processes are aligned with and reflect what is being heard in the community.

2023 Community Needs Assessment

The 2023 Community Needs Assessment (the Needs Assessment) provided an opportunity to hear directly from Richmond residents, gaining a deeper understanding of their perspectives on parks, recreation and culture programs, services, and facilities. The Needs Assessment offered invaluable insights that help identify community needs, optimize future planning, and address potential service gaps.

The engagement approach prioritized inclusivity and representation throughout the data collection and communication process, aiming to reach and hear from all segments of the community. 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.

Findings from the Needs Assessment reinforce the value of Richmond's high-quality parks, recreation, and cultural programs, services, and facilities. The study highlights their essential role in promoting individual and community well-being, enhancing quality of life, and fostering a more active, creative, and connected community. The Needs Assessment is an important tool to support the City and

its partners in building awareness and understanding of community needs. The recommendations from the Needs Assessment will guide future actions to ensure programs and services continue to meet the evolving needs and interests of residents.

Equity Lens Toolkit for Recreation


The Equity Lens Toolkit (the Toolkit) was created and piloted in 2024 across the City's community centres to ensure that programs and services are tailored to the diverse needs of the community. The Toolkit includes a reflective guide that supports City staff in identifying gaps, setting priorities, and integrating equity considerations into program planning and service delivery. A monitoring and reporting plan also ensures ongoing assessment and responsiveness to community needs. City staff are analyzing learnings from the pilot which will help inform the next steps, with the goal of expanding the Toolkit's use across more City programs and services, continuing to drive equity, diversity and inclusion forward. The project was supported by a \$15,000 BC Healthy Communities grant received in 2021.





Focus Area 2: Engaged Community

Recreation and sport opportunities are accessible, inclusive and support the needs of a growing and diverse population in Richmond.

 **Focus Area 2: Engaged Community**
contains 14 of 57 strategic actions.

Why is this important?

Participating in recreation and sport provides a number of benefits to one's physical, social, mental and emotional health. However, those are only gained when one is able to participate. Barriers to participation may be related to external circumstances (such as cost or transportation), impacting circumstances (such as availability of programming, competing priorities, or social environments within a recreation and sport context), or internal circumstances (such as familiarity, confidence and prior experiences with recreation or sport). Multiple barriers may be experienced simultaneously that create a complex situation that does not make participation easy for some.

By developing a better understanding of the range of barriers and how they are experienced by community members, it is possible to begin intentionally working to address them in order to make lifelong participation a reality for more people. Providing opportunities to build confidence and basic skills, to become familiar with the range of activities that might appeal to different preferences, to have fun and build social connections through recreation and sport are keys to engaging a broader range of community members to “move more, sit less”—however they envision doing so for themselves.

Through strategy actions that aim to address barriers and support participation the following outcomes are anticipated:

- The benefits of physical literacy, recreation and sport are recognized and supported by the public and organizations;
- Accessible opportunities exist for all residents to participate in recreation and sport according to their stage of development; and
- Richmond has a coordinated, accessible, effective and efficient sport delivery system using the Long-Term Athlete Development Model.

Highlights and Achievements

The priority initiatives in this Focus Area aim to:

- ↓ Decrease barriers to access and participation.
- ↑ Increase opportunities to sample programs.
- ↑ Increase recreation and sport program opportunities.
- ↑ Increase resident participation and engagement.



The following provides a snapshot of successes and progress highlights:

■ ADDRESSING FINANCIAL BARRIERS TO PARTICIPATION

Richmond is committed to ensuring all residents have the opportunity to participate in recreation and sport opportunities by reducing barriers to access. Through a range of resources, financial support, and low- or no-cost opportunities, the City works alongside community partners to make programs and services more inclusive and accessible for all.

Recreation Fee Subsidy Program

The Recreation Fee Subsidy Program (RFSP) continues to play a key role in promoting inclusion and enhancing community livability by providing financial assistance to residents of all ages facing financial hardship, and access to a wide range of registered and drop-in recreation, culture, and parks programs offered by the City and its Community Associations and Societies. The total number of Richmond residents enrolled in the program has steadily been increasing, allowing more residents to benefit from the physical, mental, and social benefits of these activities.

APPLY NOW!

Recreation Fee Subsidy Program

The Recreation Fee Subsidy Program (RFSP) helps people of all ages living in Richmond who require financial support to be able to participate in the many registered and drop-in parks, recreation and cultural programs offered by the City of Richmond and Community Associations and Societies.

For those who qualify, the RFSP will provide:

- Free admission to many drop-in programs and services; and
- A 90% discount on most registered programs:
 - Up to a maximum of \$300 per year in subsidy for children and youth (18 years and under), and
 - Up to a maximum of \$100 per year in subsidy for adults and seniors (19+ years)



To download an application form, visit www.richmond.ca/subsidy.

Application forms are also available at any City of Richmond recreation facility, the Richmond Cultural Centre and Richmond City Hall.

For questions about the RFSP, email subsidy@richmond.ca or phone 604-247-4909.



Metric	September 1, 2021 – August 31, 2022	September 1, 2022 – August 31, 2023	September 1, 2023 – August 31, 2024
Number of RFSP Subsidies Approved	1,992	2,984	3,899
RFSP User Drop-in Admissions	52,910	86,692	114,237
RFSP Participant Program Registrations	1,351	2,472	2,419

RFSP Highlights:

- **Expanding the RFSP at with the Richmond Olympic Oval**
In 2024, the Richmond Olympic Oval expanded its opportunities for RFSP participants by providing free access to the following programs:
 - In 2024, the Richmond Olympic Oval expanded the opportunities available to youth (Grades 8–12) and seniors (55+ years) participating in the RFSP to include two new drop-in programs: Youth Pro-D Days and Forever Young Wednesdays. Youth participating in the RFSP receive free admission to the Oval’s Youth Pro-D Days which includes access to the Oval’s fitness centre, sport courts, and climbing wall on Richmond School District’s Pro-D days. Equipment lending is available with a student ID, and climbing rentals are included. Seniors participating in the RFSP receive free admission to Forever Young Wednesdays which includes access the Oval’s fitness centre and sport courts as well as four hours of free parking every Wednesday between 6:00 a.m. and 4:00 p.m., from September 1 to June 30.
- **Streamlined access to the Lime Access program**
Affordable transportation plays a key role in enabling participation in recreation and community activities. Starting May 2024, as part of its agreement with the City, the Lime Access program, which operates the e-scooter and e-bike share system in Richmond, began accepting RFSP participation as proof of eligibility for the Lime Access program. Between May and December 2024, over 20 users enrolled in the Lime Access program and took more than 155 discounted trips.

Active Recreation & Sport Fund

In 2023, Richmond Sport Council, with support from City grant funding, introduced the Active Recreation & Sport Fund (the Fund). The Fund supports Richmond youth facing financial barriers to organized sports and recreation participation, and increases opportunities for more children to stay active and engaged in sport. The Fund provides financial assistance for children and youth under 18 who participate in community recreation and sport activities that are not affiliated with a provincial sport organization, nor delivered directly by the City. Since its launch, the program has funded registrations for 26 children and 16 families, providing a total of \$8,375 in financial support in 2024.

\$29 Summer Active Pass initiative

The \$29 Summer Active Pass was introduced to reduce financial barriers and expand access to recreation and support youth in leading active, healthy lives. The Summer Active Pass provides children and youth aged five to 18 with an affordable way to stay active throughout the summer. For just \$29, the pass offers unlimited drop-in access to public sessions at community centres, swimming pools, arenas, and the West Richmond Pitch and Putt for the summer months.

The initiative has been rapidly growing in popularity, with 28,800 Summer Active Pass scans recorded across all facilities in 2022, 57,800 scans recorded across facilities in 2023, and 54,000 scans recorded in 2024.

Grade 5 Active! Pass

By providing accessible opportunities for physical activity at a pivotal stage in children's development, the Grade 5 Active! Pass plays an important role in keeping Richmond's youth engaged in recreation and fostering lifelong healthy habits. This free pass provides complimentary drop-in access to select recreation programs, including public swimming at any Richmond public swimming pool, and public skating at Minoru Areas and Richmond Ice Centre. This initiative introduces—or reintroduces—youth to community spaces while removing financial barriers to participation. Close to 900 of 1900 Richmond Grade 5 students signed up for the Grade 5 Active! pass in the 2023–2024 school year.

City Partnerships: KidSport Richmond

KidSport Richmond is a not-for-profit organization whose goal is to ensure that kids from Richmond families with financial challenges have access to the positive experience of sport and physical activity. KidSport Richmond offers Richmond children and youth (18 years and under) financial grants to help cover the cost of registration fees for organized sports affiliated with Sport BC. The City of Richmond has a long history of working together with KidSport Richmond through volunteer opportunities, and between 2022 and 2024 provided \$64,000 to KidSport Richmond through the Parks, Recreation and Community Events Grant Program.





A FOCUS ON WOMEN AND GIRLS

G.O. Day

Girls Only Day (G.O. Day) is a joint initiative by the City of Richmond, Richmond School District No. 38, Vancouver Coastal Health, and Richmond Community Associations and Societies. Taking place annually, G.O. Day is a free expo for female identifying youth to participate in both educational and physical activity workshops. Post-pandemic, G.O. Day returned in 2022 and has continued through 2023 and 2024. Over these three years, G.O. Day has seen over 180 girls participate in sport and education-related activities and events, providing low-barrier opportunities to sample a diverse selection of programs and build connections.

In 2024, the wide range of events and activities includes a fitness class, a basketball lesson, Snack Attack—a workshop focusing on healthy and accessible snacks, a self-esteem and reflection exercise and a K-pop dance class. To support continued participation after the event, Youth Outreach Workers and Youth Development Coordinators from the Richmond community centres were able to connect participants with the “Empower Her” group and many other affordable activities to provide ongoing social and skill development opportunities for girls. Feedback from participants has been incredibly positive and indicates that they find value from G.O. Day.

Empower Her

A new program introduced in 2024, the City offered “Empower Her”, a free, referral-based program for female-identifying youth 13–24 years interested in taking part in physical activities and outings. Through low-barrier introductions to activities such as hiking, kickboxing and volleyball, the City’s Youth Outreach Workers supported participants to overcome barriers to participation, build positive relationships and access other community supports, as needed.

Fitness and Strength for Girls and Seniors

In Winter 2024, the Minoru Centre for Active Living introduced Fitness for Girls, and WOW – Women on Weights. Fitness for Girls is a program designed to promote lifelong engagement in physical activity among female youth. Inspired by G.O. Day, youth are introduced to different fitness centre equipment and classes, gaining essential knowledge on safe and effective participation. By building confidence and foundational skills, this inclusive, accessible program empowers participants to incorporate fitness into their daily lives, fostering long-term health and well-being.

WOW – Women on Weights is a program that provides a tailored environment for women aged 55 and up to try strength training. The program is designed to support older adults in developing strength, confidence, and knowledge in weight training. This program provides participants with guided instruction on proper techniques, fostering a safe and supportive environment for building physical strength as well as overall well-being.

Senior Women's Pickleball Programming

In Spring 2022, West Richmond introduced a new 55+ Women's Pickleball program in celebration of BC Seniors Week. Made possible through funding from the Government of Canada – Sport Canada and Women and Gender Equality (WAGE), the Canadian Parks and Recreation Association's (CPRA) Equity in Recreational Sport Grant provides funding for this free program, which provides women aged 55 and older with the opportunity to learn pickleball in an inclusive and supportive environment, fostering social connections and long-term engagement in the sport. Many participants from the inaugural program continue to actively participate in drop-in sessions and utilize outdoor courts.

MORE ACCESS AND MORE OPPORTUNITIES

The City continues to expand access to recreation and sport opportunities for Richmond residents. Through innovative and accessible programs, expanded facility access, and new partnerships, more residents can engage in activities that support their health and wellness goals. Below is a snapshot of the different ways the City has expanded access and opportunities, so that Richmond residents can meet their health and activity goals.



Recreation Facilities Open on Christmas Day

Several City facilities are open Christmas Day, December 25, for those who may not celebrate Christmas, and for Richmond residents with diverse interests, beliefs, practices, and needs. Expanding access provides residents with more opportunities to stay active and connect.

City Centre has offered Christmas Day access since opening its doors in 2015, while South Arm Community Centre began offering Christmas Day access in 2021. Minoru Centre for Active Living opened on Christmas Day for the first time in 2023, welcoming 1,141 visitors. The facility extended its services for a second year in 2024, with an average of 275 visitors per hour, which is well above the typical 150 to 180 visitors per hours seen during a typical day.

Further broadening recreation and sport options over the holidays, Minoru Arenas introduced a Winter Wonderland Skate on Christmas Day in 2024, for the first time. The event drew 287 participants.

It is clear that these facilities serve as valuable gathering spaces for individuals and families seeking recreation opportunities to get active and connect with others on Christmas Day.

Community Connects Week 2022

Community Connects Week, held in September 2022, played a vital role in strengthening community ties and reengaging residents with Richmond's diverse recreational, creative, and wellness programs. This initiative highlighted the benefits of community centre participation, fostering happiness, enhancing physical and mental well-being, and building more connected, resilient communities post-pandemic.

The City, in partnership with Community Associations and Societies, hosted a diverse range of free events and activities at the City's eight Community Centres during Community Connects Week. Community Connects activities included a re-launching of some community events that had been paused during the pandemic, as well as offering free "Try-It" activities for people of all ages. These activities introduced participants new and old to community centre programming, including: dance classes, visual art workshops, fitness classes, health and wellness information booth hosting, and cultural celebrations.



BC Youth Week in Richmond

BC Youth Week is an annual celebration of youth. It is a week of fun-filled interactions and celebrations intended to build a strong connection between youth and their communities. As a member of BC Youth Week, the City and its partners offer many free activities for youth to try throughout the week, and also host celebration events to recognize the positive contributions of youth while fostering engagement and connection. In 2023 and 2024, some of the free recreation and sport activities offered included a scavenger hunt, a 3-point basketball competition, a volleyball tournament, a youth and preteen intro to pickleball program, and a youth indoor cycling class. Across 2023 and 2024, over 850 youth participated in events held across the city.

Therapeutic Thursdays

In 2024, Hamilton Community Association, with support from the Seniors Can grant, introduced Therapeutic Thursdays, a free program designed to promote physical activity and healthy aging among seniors. Each week, participants engage in a variety of movement and wellness activities, including fitness, taiko drumming, art, and fall prevention. To ensure accessibility, the program also provides complimentary lunch and transportation, enabling more seniors to participate and benefit from a supportive, engaging environment.



Try-It Opportunities

Various factors can impact people's ability to participate in sports and recreation. Try-it opportunities are one way for the City and its partners to offer more access and more opportunities to participate in recreation and sport. Giving people a chance to sample activities, lowers barriers to participation and provides new and fun ways to build competence, confidence, connections, and motivation.

■ Richmond Winter Club Try-It Events

Richmond Winter Club has been expanding its Try-It offerings, working to build more awareness of curling in the community, and more opportunities and access for residents interested in trying curling for the first time. Over the 2022–2023 and 2023–2024 seasons, the Club hosted 25 Try-It events, resulting in more than 200 participants trying the sport. Expanding on the success of these Try-It events, Richmond Winter Club began hosting open house events in fall 2023 and fall 2024, as well as launching the Family Day Try-it curling event in February 2024. These additional events attracted more than 180 additional participants.



■ Walking Soccer and Walking Basketball

New in 2024, South Arm Community Centre offered Try-it sessions for two adapted sports; Walking Soccer and Walking Basketball. These free Try-it sessions were designed for seniors with joint concerns, but they were also open to anyone who wanted to play group sports in a low impact setting. In total, there were 20 participants for the two sessions, and feedback was positive. Moving forward, staff are exploring the possibility of including these adapted sports through facility passes or workshops.

■ BC Golf Try-It Partnerships

Launched in 2023, BC Golf partnered with South Arm and Hamilton Community Centres' Out of School Care and children's summer daycamp programs to offer a unique Try-It golf initiative for children. This initiative introduced children to golf, and allowed them an experience they might not have otherwise explored. The program further expanded in Winter 2024, with two free Try-It sessions offered to the general public at South Arm Community Centre, broadening the reach of golf within the community. Across 2023 and 2024 over 300 people participated in these try-it opportunities.



■ CYCLING FORWARD

Cycling is an excellent way to be physically active, get outdoors, connect with others, and travel to your destination. But cycling can be challenging when you don't know where you're going, or you aren't feeling confident, safe and prepared to hop on a bike. The City and its partners offer a diversity of cycling initiatives, giving Richmond residents the chance to become familiar with existing and new cycling routes, while simultaneously learning about the benefits of cycling, and developing skills to participate safely and confidently.

The Annual “Island City, by Bike” Tour

2024 marked the 22nd annual Island City, by Bike tour here in Richmond. The bike tour provides an opportunity for the public to experience both long and short routes that feature recent improvements to Richmond's active transportation network. This event helps raise community awareness of neighbourhood facilities, lower barriers to sustainable travel options, celebrate the joy of cycling, and build community connections. All participants in the 2024 bike tour were invited to the Britannia Shipyards National Historic Site to enjoy a BBQ, refreshments and draw for raffle prizes.

Bike to School Education for Students

In collaboration with the Richmond School District, the City annually funds the delivery of bike skills education courses for all Grade 6/7 students. In these courses, students participate in in-class lessons to learn rules and responsibilities for riding on city streets and bike paths, as well as hands-on practice with fundamental cycling skills on school grounds and local neighbourhood streets. The program has proven popular, with over 1,800 students taking part over these three years.

This partnership with the Richmond School District plays an important role in supporting teachers and assisting schools to develop curriculum, while the courses themselves offer students accessible and inclusive physical literacy. In recognition of its bike courses at public elementary schools and within the community, the City received HUB Cycling's 2023 Cycling Education award.

Walk to School Plan for Youth

In 2024, the City's Walk to School Plan for Youth kicked off with three youth engagement sessions, coordinated at Community Centres across Richmond. The purpose of these sessions was to encourage and promote walking, cycling and transit trips to school, while also gathering feedback from students regarding their current travel habits. The insights provided by students will help inform active transportation plans and initiatives aimed at fostering more sustainable transportation options for trips to school.

HUB Cycling Partnership

HUB Cycling (HUB) is a charitable non-profit organization that works to build awareness and lower barriers to cycling. HUB's cycling expertise and resources allow City staff to broaden the reach of cycling awareness, education and events for Richmond residents. The City of Richmond has partnered with HUB to deliver a number of cycling events and cycling education opportunities to Richmond residents.

■ Go by Bike and Bike To Initiatives

Go By Bike Week, Bike to Shop Week, and Bike to School Week are annual events led by HUB across Metro Vancouver, encouraging all ages and abilities to give cycling a try, track their bike trips, and explore their communities by bike. Participants are incentivized to participate and track their bike trips for discounts at participating local shops or win raffle prizes.

HUB, the City and City partners work together in the planning, promotion, and delivery of these week-long events. Those events foster a sense of community amongst cyclists and successfully engage new participants through the inclusive and accessible promotion of cycling in Richmond.

■ StreetWise

From 2022 to 2024, HUB and the City hosted "learn to ride" and bike maintenance StreetWise courses. StreetWise provides in-person and online cycling training, enabling youth, senior and adult participants to build their cycling skills and gain confidence riding on city streets.



Cycling Network Plan

Encouraging cycling as a healthy and convenient transportation choice is an integral part of the City's community and transportation planning. In July 2022, Council adopted the updated Cycling Network Plan that provides an implementation strategy over a 15-year period to enhance cycling infrastructure and safety. The City's goal is to grow cycling as a travel choice for 10% of all trips in Richmond by 2041. In doing so, the plan will help to ensure that the City's neighbourhoods accommodate a range of uses with convenient access to jobs, services and recreation. Between 2022 and 2024, the City has completed nine major active transportation projects that have contributed to an all ages and abilities comfort-level cycling network.

■ RECREATION IN ARTS AND CULTURE

Intentionally integrating recreation with arts and culture makes for a natural fit, as much of the community's beauty and creative and cultural expression is seen and felt as we move through our day and our city. There are a number of opportunities to take in arts and culture in Richmond through recreation, providing Richmond residents a multitude of individual and community health and wellness benefits.

Public Art Walking Tours

The City offers a number of self-guided neighbourhood public art walking tours that are available online. These tours provide participants an immersive experience, fostering a deeper appreciation for the city's public art landscape, all while staying active and building community connections.

The City hosted a walking tour on April 23, 2023, highlighting the Canada Line public art installations at Aberdeen and Lansdowne Stations. Continuing these public art engagement efforts, as part of Culture Days in 2024, a new walking tour featured a guided exploration of artworks in Capstan Village, led by guest tour guide Jas Lally from the Richmond Art Gallery Association.

Richmond Museum Walking Tour Guides

Since 2022, the Richmond Museum has offered free, self-guided historical walking tours of Terra Nova, Brighthouse, and Sea Island. These one to two hour tours provide an active and in-depth exploration of the area's local history, encouraging the discovery of and engaging with Richmond's historic places.

Britannia Shipyards Walking Tour

Britannia Shipyards launched daily guided tours in Summer 2022, creating a unique experience for visitors. Local guides shared compelling stories of the lives of Britannia Shipyards' past residents and workers during the one-hour tour. Participants leave the site with an enhanced understanding of Richmond's rich and diverse maritime history, which continues to shape the local community. This tour is now a regular experience offered in summers.



PARTICIPATION IN RECREATION AND SPORT

Increasing Participation in Parks, Recreation and Culture Programs and Services

With the full resumption of recreation and sport services in the second quarter of 2022, participation in programs and services has continued to grow post-pandemic. This positive trend is demonstrated across several key metrics, including total drop-in admissions, and total program registrations. As Richmond continues to grow, so too is the demand for accessible, high-quality community recreation and cultural programming.

Metrics: Parks, Recreation and Cultural Drop-in Admissions and Program Registrations 2022–2024

	2022	2023	2024
Total Drop-in Visits	1,446,492	1,832,805	1,921,081
Total PRC Program Registrations	96,400	105,287	116,532

Records Broken!

Minoru Centre for Active Living set a new attendance record with 102,472 visits in August of 2024, and a daily attendance record with nearly 3,900 visits on BC Day (August 5, 2024).





Focus Area 3: Physical Literacy and Sport for Life

Richmond residents have the fundamental movement skills, competence, confidence and motivation to move for a lifetime.



Focus Area 3 Physical Literacy and Sport for Life contains 12 of 57 actions.

Why is this important?

Fundamental movement skills are the basic physical skills for building competence, confidence and motivation to try physical activities and sports, such as throwing, catching, jumping, kicking and running. Confidence and competence in these basic skills enables people to develop more complex movement skills and can motivate them to enjoy lifelong participation in a range of sports and physical activities. The Long Term Athlete Development (LTAD) model provides a framework to guide skill development opportunities that support lifelong participation in both competitive and recreational sports and physical activities. In addition to the many opportunities for recreational sport participation, Richmond is recognized for its dedication to sport excellence and for supporting high performance athletic development. The legacy of Richmond's role during the 2010 Winter Olympics has laid the foundation of the City being a leader in providing high performance training facilities and supporting athletes on the performance pathway.



Through Strategy actions that focus on improving fundamental movement skills and the LTAD pathways for participation, the following outcomes are anticipated:

- The benefits of physical literacy, recreation and sport are recognized and supported by the public and organizations;
- Accessible opportunities exist for all residents to participate in recreation and sport according to their stage of development; and
- Richmond has a coordinated, accessible, effective and efficient sport delivery system using the LTAD model.

Highlights and Achievements

The priority initiatives in this Focus Area aim to:

- ↑ Increase the integration of fundamental movement skills in community services programs;
- ↑ Increase the adoption of the LTAD model by sports groups;
- ↑ Increase Physical Literacy initiatives implemented in schools;
- ↑ Increase the number of children, youth and adults involved in all stages of the LTAD pathway; and
- ↑ Increase involvement of residents in sport excellence.

Some key highlights include:

BUILDING PHYSICAL LITERACY EARLY IN LIFE

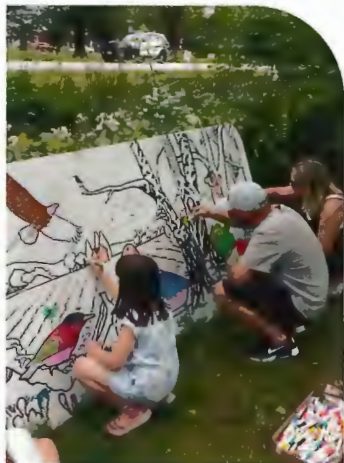
The After-School Art Truck

The After-School Art Truck is a mobile programming unit that brings low-barrier, high-quality arts and recreation programming to children on school grounds. This “vehicle” also provides children exposure to protective factors that enhance mental health and resilience. The two-hour program delivers elements of social connectedness and belonging, safety, participation, play, and physical activity through a variety of artistic experiences and active games. In 2023 the Art Truck was reinstated after a two-year hiatus due to the COVID-19 pandemic. In partnership with Richmond School District No. 38 and Vancouver Coastal Health, the After-School Art Truck was offered once a week, for up to 14 weeks, to approximately 60 students at Cook and McKay Elementary Schools. In January of 2024, 30 students, from Grade 4 to Grade 7, participated in four Art Truck program sessions at McKay Elementary. Feedback received has been positive from both parents and students.

BC Summer Reading Club

Richmond Public Library’s Summer Reading Club offers kids and teens reading activities and events through the summer. New in 2024, the City, and the Richmond Olympic Oval teamed up with the Richmond Public Library to add physical literacy opportunities to story time at the Summer Reading Club, and physical Literacy cards were created and posted around the library to encourage fundamental movements.

In addition, a city-wide scavenger hunt and physical literacy passport was created as a supplement to the BC Summer Reading Club passport. To complete the scavenger hunt passport, children were required to visit nine community recreation facilities across the City to search for a hidden objects and complete various physical activities. The passport helped introduce families to community facilities and provided children with opportunities to learn and practice fundamental movement skills.



Adapted Sport and Play Pilot Program

The Adapted Sport and Play pilot program was launched at the South Arm Community Centre, supported by funding from the Government of Canada and delivered through Canadian Parks and Recreation Association (CPRA)'s Reaching Each and Every One: A Community Sport Intervention initiative. This program was designed to provide young children with autism and neurodevelopmental differences with an accessible, high-quality, recreational and social opportunity within a local community centre setting.

Structured to foster fundamental movement skills such as kicking, throwing, catching and active play, the program emphasizes inclusive participation in a supportive and engaging environment. To enhance program delivery, physical literacy instructors were recruited and they received specialized training from the Canucks Autism Network, equipping them with the knowledge and skills to support participants effectively. Due to its success, the Adapted Sport and Play pilot program continues to be offered seasonally, reinforcing the commitment to inclusive and adaptive recreation opportunities.

PLAYBuilder

In 2024 and into 2025, Sport for Life is providing Cambie and Hamilton Community Centres with access to PLAYBuilder. PLAYBuilder, an online education tool, offers structured activities, progressions, and lesson plans to enhance the delivery of quality sport, physical activity, and education programs for Kindergarten to Grade 7 educators. This two-year initiative provides training and platform access to sports, preschool and Out of School Care instructors, enabling them to design programs that promote physical literacy and inclusive, and high-quality sport opportunities for children.

New Water Safety Education Presentations in Schools

In collaboration with the Richmond School District, Water Safety Education Presentations were introduced in schools in May and June 2024, tailored to specific grade levels to align with BC's Physical and Health Education curriculum. During this period, Aquatics staff visited seven schools, delivering both individual classroom sessions and multi-class assemblies. These presentations not only reinforced essential water safety messaging and fostered future water safety leaders but also highlighted career opportunities in aquatics, such as lifeguarding and swim instruction. More than 900 Richmond students from kindergarten to Grade 12 participated and the program will continue in future years.





HEALTHY AND ACTIVE AGING

Engaging in regular physical activity becomes increasingly important with age, contributing to improved strength, balance, mental health and overall well-being. Beyond physical health benefits, staying active reduces the risk of illness and fosters social connections, enhancing community engagement and quality of life. Recognizing this, there are a range of programs and events designed to support older adults and seniors in maintaining an active and healthy lifestyle.

BC Seniors' Week

BC Seniors' Week changes theme each year, yet its constant, underlying goal is to celebrate older adults and their many contributions. The City of Richmond and its partners continue to take part in the annual BC Seniors Week by offering a number of low- and no-cost activities for seniors to get active, learn new skills, and connect with others across the city.

■ *Highlight: Seniors Week Swim, Splash, and Relax*

Swim, Splash and Relax sessions have been taking place during BC Seniors' Week at Minoru Centre for Active Living since 2023, with plans to include them again in 2025. Swim, Splash and Relax participants have a facilitated swimming pool orientation, while also having fun splashing around in the leisure pool, relaxing in the hot tub, and recharging with a dip in the cold plunge pool. Providing 90 minutes of light physical activity and social connection, Swim, Splash and Relax has been a popular way to keep seniors connected and moving as they age.

Active Opportunities for Seniors

In March 2024, West Richmond introduced a series of active programs for seniors, supported by funding from the New Horizons for Seniors grant. These offerings include fitness classes, pickleball, golf, ballet, and more, providing diverse opportunities for older adults to engage in physical activity. The grant also facilitated specialized staff training and the acquisition of high-quality equipment, ensuring participants are supported in continuing to stay active for a lifetime.

Forever Young 8K

The 8th, 9th and 10th annual Forever Young 8K (FY8K) took place on the second weekend of September 2022–2024. The only running event in Metro Vancouver exclusively for individuals aged 55 and older, the FY8K celebrates the dedication of these active individuals to a lifelong commitment to health and wellness. In addition to promoting physical activity, the event serves as a fundraiser for the Dream On Foundation, which grants wishes to seniors who may not otherwise have the opportunity to fulfill their dreams. Each year, approximately 200 runners and walkers participate, demonstrating the ongoing enthusiasm for this unique and meaningful event.

INSPIRING SPORT EXCELLENCE

Richmond has a long history of sport excellence. Celebrating sport excellence inspires the community and can help transform a sporting dream into a tangible goal. By celebrating those who have achieved sport excellence and those striving to reach the pinnacle of sport, Richmond continues to offer opportunities for its residents to shine.

Richmond Olympian Recognition Events – Paris 2024

At the September 9 Council meeting, Richmond City Council recognized the achievements of three Richmond Olympic athletes—Nicholas Zhang (fencing), Evan Dunfee (race walking), and Camryn Rogers (hammer throw)—who proudly represented Canada at the 2024 Paris Olympics. A community celebration, hosted in partnership with the Kajaks Track & Field Club, was also held on September 15 at Minoru Plaza to celebrate the Olympians and honor their achievements on the world stage.

At the community celebration, the Olympians shared their Paris 2024 Olympic experiences. They spoke about the commitment, discipline, and resilience required to compete at the highest level. A standout moment was celebrating Camryn Rogers, whose gold medal made national history as the first Canadian woman to win Olympic gold in hammer throw. Her achievement reflects the excellence, determination, and pride that define Richmond's athletic community. This celebration not only honored outstanding athletic accomplishments but also highlighted Richmond's commitment to fostering a culture of excellence in sport and inspiring the next generation of athletes in Richmond.

Richmond Sports Wall of Fame

The Richmond Sports Wall of Fame was established in 2015 to celebrate the rich history of sport in Richmond, and recognize the outstanding achievements of Athletes, Masters Athletes, Teams, Coaches, Officials, Builders, Pioneers, and Special Achievements within the Richmond community. Nominations for new inductees are collected each December for consideration in the following year. In 2023 there were two inductions, Trish Nicholson (athlete) and the 1986 U14 Oldon Pirates (team). Ceremonies for these inductions took place at a regular Council meeting in Council Chambers. Celebrating the accomplishments of Richmond community members ignites the pursuit of goals and dreams, and continues to inspire physical activity regardless of age.



Barnsley Lifeguard Championship

In July 2024, South Arm Outdoor Pool hosted the Barnsley Lifeguard Championship, a prestigious event showcasing excellence in lifesaving and aquatic safety. This one-day competition featured rigorous fitness challenges and first aid simulations, testing participants' skills in a series of simulated pool incidents, both individually and as teams.

Nine teams from across the province competed for the esteemed Barnsley Shield, a sterling silver symbol of bravery and expertise. Richmond's own Connor McMillan, James Liu, Matthew Howie, and Timofey Zinin, who made up the team "Whistleblowers", competed in four challenges and came first overall, winning the Barnsley Shield. The event also welcomed several first-time competitors, including many young participants embarking on their careers in aquatics, further inspiring and strengthening Richmond's next generation of lifeguards.



SPORT HOSTING

Richmond Sport Hosting

Sporting events are a great way to motivate and engage the community to participate in recreation and sport for life. Sport events can also inspire future high-performance athletes, sending them along the Term Athlete Development Model (LTADM) pathway. The City, in collaboration with the Richmond Sport Hosting (RSH) Office, worked closely with event organizers to facilitate sporting events across Richmond. In 2022, the RSH Office supported 76 events, with 17,560 room nights actualized at designated host hotels. In 2023 and 2024, 86 and 78 events were supported, respectively, with a total of 21,970 actualized room nights in designated host hotels in 2023, and 15,750 actualized room nights at designated host hotels in 2024.

To ensure the success of these events, the RSH Office provides comprehensive support, including bid development, coordination of site visits, community partner engagement, and strategic connections with local resources. Additionally, financial assistance is available through a grant program to further enhance event planning and execution.



Canadian Adult Recreational Hockey Association (CARHA) World Cup

From March 19 to 26, 2023, Richmond hosted an eight-day adult hockey tournament that welcomed over 1,600 participants from 11 countries. The Richmond Ice Centre and Richmond Olympic Oval served as key venues, hosting 133 games, with the showcase match taking place on the Stadium Rink at Minoru Arenas. The tournament generated nearly 4,000 room nights for Richmond hotels and was an overwhelming success for participants and attendees alike. Beyond its economic and tourism impact, the tournament reinforced Richmond's commitment to fostering lifelong participation in sport by providing opportunities for adult athletes to compete at a high level, stay active, and remain engaged in organized sport well into adulthood.

World Wheelchair Curling

In 2023, the Richmond Winter Club hosted the World Wheelchair and World Wheelchair Mixed Doubles Curling Championships, bringing together 100 athletes from 17 nations for 10 days of elite competition. This international event showcased high-performance sport and highlighted the importance of accessibility and inclusivity in athletic participation. By hosting world-class competitions, Richmond reinforces its commitment to fostering opportunities for athletes of all abilities to engage in sport, develop skills, and inspire future generations.



Focus Area 4: Active People and Vibrant Places

Natural and built environments within neighbourhoods in Richmond encourage connectedness and participation in recreation and sport.



Focus Area 4 Active People and Vibrant Places contains 11 of 57 actions.



Why is this important?

With Richmond's population now estimated at over 230,000 and continuing to grow, it is essential to offer diverse recreation and sport opportunities that align with evolving participation levels and preferences. Ensuring accessible, flexible options—allowing residents to choose how, when, and where they engage—while providing both familiar activities and new experiences fosters lifelong physical activity and community well-being.

The City makes significant ongoing investments in facility, amenity and park maintenance, and development to ensure there is a broad range of infrastructure throughout all areas of the city that support both structured and unstructured participation in recreation and sport. Safe, well-maintained and welcoming infrastructure, coupled with a rich array of programmed and unprogrammed opportunities in public spaces, are keys to creating built and natural environments that promote and sustain active lifestyles, social connection and a sense of community.

Through strategy actions that focus on providing a broad range of natural and built environments that facilitate participation and connection, the following outcomes are anticipated:

- Accessible opportunities exist for all residents to participate in recreation and sport according to their stage of development; and
- Richmond has supportive and healthy built and natural environments for recreation and sport.

Highlights and Achievements

The priority initiatives in this Focus Area aim to:

- ↑ Increase welcoming, safe facilities and spaces;
- ↑ Increase infrastructure improvements;
- ↑ Increase active transportation; and
- ↑ Increase unstructured recreation and sport opportunities in public parks and open spaces.

The following provides a snapshot of successes and progress highlights:

WELCOMING PLACES AND SPACES

The City is committed to creating inclusive spaces by working collaboratively with its partners and the community to enhance places and spaces to ensure they are intentionally designed to be welcoming and accessible to all. Below are examples of initiatives that reflect this commitment.

Shade and Shelter Program

The Shade and Shelter Program responds to the growing need and demand for shaded areas in public spaces, offering Richmond residents both protection from the elements and opportunities for community gathering and connection. In 2024, three new shelters were installed at Garden City Community Park, McLean Neighbourhood Park, and Dover Neighbourhood Park, enhancing accessibility and comfort in these outdoor spaces.



Wake Public Artwork and Shelter

In 2022, *Wake*, a public artwork that is also a shelter, was installed at Tate Waterfront Park. Taking design inspiration from the waves of the Fraser River located at the park's edge, this structure by Aaron and Christian Huizenga provides a dynamic and inspiring covered gathering space and programming opportunity for the nearby Cambie Community Centre.

Community Participation in Murals

From 2022 to 2024, Richmond Public Art completed eight murals on City facilities through the Community Mural Program, including two pools, four trail washrooms, the Cultural Centre Annex and the Minoru Arenas. Murals add vibrancy to public spaces, foster community participation in their creation, and encourage citizens to take pride in building inclusive and diverse neighbourhoods. Highlights include:

■ **Highlight: Gathering Pond**

Artist Carolyn Wong collaborated with the Richmond Arenas Community Association to create a mural at the Minoru Arenas entitled Gathering Pond. This mural was completed in September 2024 and is a vibrant celebration of the Richmond community, drawing inspiration from the heart of the ice rink—a place where everyone comes together in the spirit of play and connection. The mural captures the dynamic energy of hockey, ringette, lacrosse, skating and more, showcasing each activity as a thread in the rich tapestry of shared experiences at Minoru Arenas.

The London Farm Revitalization

The London Farm Revitalization project creates a more welcoming visitor experience by improving wayfinding, heritage interpretation, pathways, landscaping and site furnishings. Completed in spring 2023, in close collaboration with the London Heritage Farm Society, the project has greatly enhanced the experience of the site for visitors, creating comfortable, welcoming and engaging spaces for families to spend the day.



UNSTRUCTURED RECREATION AND SPORT

Neighbourhood Free Play

Neighbourhood free play provides affordable, accessible and unstructured recreation opportunities to build social cohesion and inclusion across neighbourhoods. In 2022, four Community Associations and Societies implemented outreach programs in their neighbourhoods. In partnership with the City, weekly Summer Free Play drop-in programs were offered to children aged 2–12 years at Thompson Neighbourhood Park, West Richmond Playground, Garden City Park and Steveston Park. Although the program was paused in 2023, unstructured recreation programs and activities took place in a variety of parks in 2024, including Burkville Park, Hugh Boyd Park, Thompson/Burnett Community Park, South Arm Community Park, Steveston Community Park, Westwind Neighbourhood Park, Homma Neighbourhood Park and Garry Point Park.



Play Streets

In partnership with the Society of Children and Youth of BC, the City hosted Play Streets events in Spring 2024. Temporarily closing two streets to vehicular traffic for an evening and a weekend day, these street closures created safe, open spaces for children and youth to play freely. The initiative featured a variety of play equipment, including bikes, building blocks, reading areas, and badminton, fostering active recreation and social engagement. Additionally, co-design sessions were incorporated, empowering youth to contribute to the selection and design of sport and play activities, ensuring the space reflected their interests and needs.

SAFE, VIBRANT AND WELCOMING COMMUNITIES

The City's Signature Events

The City's signature events continued throughout the term including the popular Children's Arts Festival, Cherry Blossom Festival, Doors Open Richmond, the Steveston Salmon Festival, the Richmond Maritime Festival and Culture Days. Highlights in 2024 included the Salmon Festival Parade, new Catch of the Day Stage and the expanding programming for the Children's Arts Festival at the new Cultural Centre Annex. By activating public spaces and fostering vibrant community gatherings, these signature events enhance Richmond's cultural and recreational landscape, creating dynamic, inclusive environments that encourage active participation and social connection.





Neighbourhood Celebration Grant

The Neighbourhood Celebration Grant Program is a City-funded initiative designed to bring residents of diverse backgrounds together through community events and shared experiences, fostering a stronger, more engaged, and inclusive community.

Between 2022 and 2023, 128 applicants received grants totalling \$153,931, including Parent Advisory Councils, student and strata groups, and non-profit societies. With these funds, recipients hosted events that connected neighbours and communities, including 28 school events, 33 block parties, and 67 community events and programs. In 2024, the program evolved and was split into two-streams—the Community Celebration Grant Program and the Neighbourhood Block Party Program.

Community Celebration Grant

The Community Celebration Grant Program invited Richmond-based not-for-profit community organizations to submit creative proposals for hosting a free public event that offers opportunities to connect residents of diverse backgrounds through shared experiences.

In 2024, Council approved 46 projects which received funding totalling \$52,536. Grant-funded activities delivered by the community included intercultural celebrations, outdoor concerts, art activities in the park, community carnivals, and sport events. Participation ranged from 25 to 500 participants in attendance at each event.

Neighbourhood Block Party Program

Starting in 2024, the Neighbourhood Block Party Program provided funding to encourage Richmond residents to connect and create a sense of community in their neighbourhoods by offering block parties in a variety of spaces, including parks, on local streets or in a strata property.

In 2024, 26 neighbourhood block parties received funding, totalling \$12,338. Block parties took place in neighbourhoods across Richmond and activations included barbecues, international food potlucks, crafts for children, a Vancouver Canucks neighbourhood watch party, face painting, storytelling in the park, and even a visit from the Richmond Fire Rescue Community Engagement team.

Minoru Centre for Active Living – Plaza Activations

Minoru Plaza continues to be a vibrant, welcoming outdoor space, drawing the community together for events, concerts and countless activations.

From June to September in both 2023 and 2024, the Minoru Seniors Association hosted Concerts in the Plaza. Concerts in the Plaza offered free live performances, providing an opportunity for the community to gather while listening and dancing to recognizable tunes from local talent. In 2023, four concerts welcomed 100 to 150 attendees each. In 2024, 10 concerts were hosted, drawing over 1,600 participants. With the success of Concerts in the Plaza, the series expanded, offering “Summer Fun in the Plaza”. These were offered as no-cost programs and included: Art in the Plaza, Dance Party in the Plaza, and Lantern Decorating in the Plaza. These were fun intergenerational experiences that brought children, youth, adults and seniors together, and averaged 60 to 70 participants per session.

PARKS INFRASTRUCTURE IMPROVEMENTS

Parks and playgrounds provide access to greenspace and nature for all ages and backgrounds. They encourage physical activity and community connection and cohesion, which contributes to building community identity, and supports positive health and wellness outcomes. Richmond residents continue to share how important parks and playgrounds are to them, and the role these spaces play in meeting their recreation and sport pursuits. As a result, the City and its partners continue to be committed to delivering high-quality parks, playgrounds and outdoor amenities to the community.

Between 2022 and 2024, the City undertook a number of new construction and revitalization projects to further enhance Richmond’s parks, playgrounds and outdoor amenities to continue to support recreation and sport events and opportunities, and encourage connectedness.

These projects include:

Playgrounds and Outdoor Sports Facilities

■ King George/Cambie Community Park Synthetic Turf Field Replacement

In 2022, the synthetic turf field at King George/Cambie Community Park was replaced. The new turf surface provides an updated shock attenuation base pad for extended durability and performance playability. It also includes a thermoplastic elastomer infill layer with enhanced environmental and playability benefits.

■ The Fields

In 2022, construction began to create a new outdoor sport and event venue that would create additional opportunities for the community to engage in sport, recreation and fitness. In 2023, The Fields were completed and include over 4,200 square metres of multi-sport turf, three hard-surface basketball courts, and a dedicated outdoor fitness area.

■ The South Arm Playground Renewal

The South Arm Playground Renewal project updates and unifies the playground and surrounding areas at South Arm Community Park. Completed in spring 2023, with close collaboration and generous financial support from the South Arm Community Association, the project introduced expanded play opportunities for a wider range of ages and abilities, along with new pathways, public art, and seating areas.

■ Heather Dolphin Park Basketball Court update

In 2023, the basketball court at Heather Dolphin Neighbourhood Park was upgraded with new hoop equipment and a new sport court surfacing. These upgrades help ensure that basketball remains a popular and accessible sport for Richmond residents.

■ The Odlinwood, Heather-Dolphin, and Great West Cannery Playgrounds

The Odlinwood, Heather Dolphin, and Great West Cannery playgrounds provide updated and expanded play opportunities for their surrounding neighbourhoods. Completed in spring 2024, these playgrounds feature new equipment and surfacing designed to accommodate a wider range of ages and abilities.





■ Steveston Community Park Tennis Court update

In 2023, the tennis courts at Steveston Community Park were refreshed with new sport court surfacing. These tennis courts continue to be popular and well-used, and the court resurfacing ensures recreational and competitive users alike continue to enjoy playing, while building a vibrant and welcoming tennis community in Richmond.

Parks

■ The Minoru Lakes Renewal

The Minoru Lakes Renewal project addresses infrastructure, maintenance, and water quality challenges while enhancing informal recreational opportunities for the growing Brighthouse neighbourhood. Completed in spring 2023, the renewal features updated pond infrastructure and new park amenities, providing spaces for walking, jogging, gathering, resting, and connecting with nature.

■ Alexandra Neighbourhood Park

In spring 2022, construction of Alexandra Neighbourhood Park was completed. The design, informed by community engagement, includes a stormwater detention pond, wildflower meadows, a dog off-leash area, basketball court, table tennis, a children's playground, and a public art structure titled Pergola Garden.

■ Aberdeen Neighbourhood Park – Phase 2

In summer 2022, the second phase of Aberdeen Neighbourhood Park was opened, bringing with it several new amenities including a public washroom, a Chinese garden, a covered pavilion building, and a children's playground.

■ Tait Riverfront Park

Tait Riverfront Park provides new park and recreation amenities for the growing Tait/Bridgeport neighbourhood, helping strengthen its sense of community and recreation and sport offerings. Open to the community in summer 2022, the waterfront park features a play area, basketball court, skateboard skills zone, flexible lawn spaces, picnic tables, benches, an artist-designed pavilion, and trails.

■ London/Steveston Neighbourhood School Park Dog Off-Leash Area

In summer 2023, construction of a new dog off-leash area in London/Steveston Neighbourhood School Park was completed. The design, informed by community engagement, includes separate enclosures for small/shy and large dogs, fencing, site furnishings, planting, gravel and mulch surface treatments, and a buffer zone between the dog park and adjacent residents.

■ Steveston Community Park Dog Off-Leash Area Upgrade

In winter 2022, an upgrade to the existing Steveston dog off-leash area was completed. The design, informed by community engagement, includes separate enclosures for small/shy and large dogs, new fencing, site furnishings, planting, and gravel and mulch surface treatments.

Community Gardens

Community gardens offer numerous benefits, including enhancing food security and engaging in light physical activity. Community gardens also create spaces for social interaction, fostering a sense of community as neighbours come together to share gardening tips, resources, and experiences.

Between 2022 and 2024, over 500 new community gardens and garden expansions were planned and constructed, including Garden City Lands, and Cook Neighbourhood Park (expansion), as well as three distinctive locations on the Railway Greenway; Hamilton Community Park, Alexandra Neighbourhood Park, and Terra Nova Rural Park (expansion). These new gardens provide residents additional opportunity to connect with nature, cultivate plants and vegetables, and engage in and learn about sustainable gardening practices.



FACILITY RECREATION AND SPORT INFRASTRUCTURE

Recreation and sport infrastructure is vital for the delivery of sport, physical activity and recreation programs and services, which helps in increased recreation and sport opportunities and participation, while building community capacity and vibrant places. The Recreation and Sport Services department is continually working to plan, improve, renew and build new facilities to meet the needs and interest of the growing community. Below highlights the City's commitment to delivering state-of-the-art recreation and sport infrastructure in Richmond.

Sports Facilities Needs Assessment

In 2023, a Sport Facility Needs Assessment was completed in collaboration with Richmond Sports Council, local sport organizations and user groups, and Community Associations and Societies. A prioritized list of sports facility and infrastructure projects was developed, and subsequently endorsed by Council for consideration in future corporate facility and park plans in the next one to 10 years. These projects will help meet community recreation facility needs, and encourage even more participation in recreation and sport.



2023 BC Recreation and Park Association (BCRPA) Facility Excellence Award – Minoru Centre for Active Living

In 2023, the Minoru Centre for Active Living was honored with the prestigious Provincial Facility Excellence Award for projects exceeding \$3 million, presented by the BC Recreation and Parks Association. This award recognizes outstanding facility design or redevelopment that reflects community culture, innovation, and responsiveness to community needs. Designed to prioritize accessibility and certified to the LEED Gold standard, the facility aligns with Richmond's vision of being a leader in recreation and sport. It provides high-quality, sustainable, and environmentally friendly spaces, ensuring all Richmond residents have the opportunity to achieve their physical activity goals.

Steveston Community Centre and Library

Construction on the new Steveston Community Centre and Library is underway, with the 60,350 square foot, three-story facility set to open in late 2026.

In September 2024, Council approved the Operating Plan for the facility. Developed through extensive planning and collaboration between the community centre and library boards, the plan includes expanded services and extended hours of operation. It maximizes alignment between the community centre and library to allow for ongoing collaboration and synergies in service delivery and operations.

This modern community centre and library space will include a community “living room”, double gymnasium, fitness center, library, study zones, digital creation areas, and multipurpose rooms. The larger facility will be able to deliver more programs and services, allowing more people of all ages to benefit from sport, recreation, health and wellness opportunities in the community.



Capstan Community Centre

The forthcoming Capstan Community Centre will be a new, 33,000 square foot, two-story community centre, located directly across from the new Capstan Canada Line station, at No. 3 Road and McMyn Way. Once open, the Capstan Community Centre will serve the north end of City Centre, as well as the Bridgeport, West Cambie and Sea Island areas, offering programs and services for all ages. The facility will include a gymnasium, indoor walking track, and several multi-purpose spaces including an art room. The new Community Centre will bring more services and program opportunities to local residents and lower barriers to participation for residents of the neighbourhood.

Bowling Green Community Activity Centre

The Bowling Green Community Activity Centre's Operational Model was approved by Council in October 2024, and is scheduled for completion in Q3 2025. This facility will meet the day to day operational needs of the Richmond Lawn Bowling Club (the Club) and better position the Club to host more regional and provincial events and tournaments throughout the year. In addition to supporting future growth of Richmond's lawn bowling community, the facility will provide multipurpose space for community programs and public use, ensuring the facility serves both sport and community needs, while enhancing accessibility, engagement, and overall utilization.



West Richmond Pavilion

In July 2024, Council approved the West Richmond Pavilion site and budget, followed by the facility's naming in October 2024. This 10,830-square-foot facility—the City's first Passive House-certified building—will feature a covered outdoor viewing deck, multipurpose rooms, team change rooms, public washrooms, a referee room, storage space, a Class 3 kitchen, and a concession. Centrally located within Hugh Boyd Community Park, it will serve as a hub for recreation, sport, and community programs.

Designed to support the day-to-day needs of local sport organizations and community programming, the facility will enhance accessibility and engagement while also attracting high-profile tournaments and sporting events. By providing a centralized, multi-use space, it will foster greater community participation and contribute to a more active, connected Richmond.





Recreation and Sport at The Richmond Olympic Oval

While the Recreation and Sport Strategy (2019–2024) – Progress Update 2022–2024 primarily focuses on achievements related to the City and its Community Associations and Societies, the Richmond Olympic Oval plays an important role in meeting the recreation and sport needs of those who live, work and play in Richmond. As a legacy of the 2010 Winter Olympics, the Oval is a centre of excellence for sports, health and physical activity, and has become a premier training and competition hosting facility for high performance sport, all while showcasing local to international arts, culture and heritage. The Oval provides training facilities and services for athletes ranging from local community through to, and including, those preparing for the Olympic and Paralympic Games. These athletes represent a large number of sports including, but not limited to, short track speed skating, softball, volleyball, sport climbing, wheelchair rugby, wheelchair basketball, ice hockey, table tennis and athletics. Some highlights between 2022 and 2024 include:

Oval Community Day

The Oval welcomed 7,000 community members to the inaugural Oval Community Day on August 25, 2024. The free event featured family-friendly obstacle courses and activations by community groups like BC Wheelchair Basketball, Richmond Curling Centre and Ramptime Productions on the Oval's south plaza and Fields. Additionally, Richmond's up-and-coming 2011 and 2012 soccer teams competed in 6v6 games throughout the day, and the Can3X Summerfest 3-on-3 basketball tournament played on the outdoor courts. The day also included complimentary admission to the Olympic Experience, Olympic-themed selfie stations, and various entertainment options, including festival food, music and Oval sport and fitness challenges.

A Legacy of Skating

The Oval continues to build on its 2010 speed skating legacy. The Oval is home to the Richmond Rockets short track club, and the club continues to see athlete growth and development. To develop Richmond Rockets short track talent further, OVALHP offered its first Club Development and Podium Prospects speed skating summer camp in 2023. Fourteen athletes ages nine to 12 participated in the week-long camp, which included morning ice sessions, strength and conditioning sessions, OVALfit RIDE classes and afternoons in the Olympic Experience.

BC School Sport Climbing Competitions

In 2023, Richmond Olympic Oval hosted two BC school climbing competitions to introduce sport climbing to local independent high school students and create a pathway for students to work towards. Nearly 500 students from 35 schools in Metro Vancouver and Vancouver Island competed in the two competitions.

These competitions gave students a chance to try sport climbing, set goals and challenge themselves in a competitive environment, and learn about high-performance sport opportunities. The competitions have brought clubs and teachers together, which plays an important role in helping teachers develop curriculum and secure funding for sport within their schools.



Building Futures through the LTAD model

Richmond's Wesley Chiu's progression from a novice figure skater to an Olympic hopeful has been supported by OVALHP strength and conditioning coaches to complement his on-ice training with the Connaught Figure Skating Club. He began 2023 with an impressive third-place finish at the Canadian National Men's Championships, placed second at the ISU Cranberry Cup in Boston, and was selected as one of 18 athletes to compete as a part of Team Canada at the ISU Grand Prix of Figure Skating Series held in Vancouver.



Focus Area 5: Connectedness to Nature

Richmond residents enjoy opportunities to connect with nature.



*Focus Area 5 Connectedness to Nature
contains 4 of 57 strategic actions.*

Why is this important?

According to ParticipACTION's 2022 Family Influence report, spending some time outdoors each week as a family is an easy and effective way to increase physical activity, limit screen time, decrease sedentary behaviour and improve sleep for both girls and boys. Outdoor play also supports cognitive development and social skills. Similarly, the Canadian Mental Health Association highlights the benefits of green spaces—such as forests, gardens, and parks—including lowered cortisol (stress hormone) levels and increased endorphins and dopamine, which can enhance mood and overall well-being.

Creating supportive environments that encourage outdoor activity is an important facet of increasing physical activity, including addressing real or perceived concerns about safety and providing education to help build confidence in outdoor pursuits. Richmond has a wealth of parks, trails and natural areas that allow community members to connect with nature, including 133 parks that total about 2,150 acres serving the wellness and recreation needs of a diverse, growing community, and more than 70 kilometres of trails to support walking, rolling, cycling and other forms of active transportation to many of Richmond's park and waterfront destinations.

Through Strategy actions that focus on connecting Richmond residents with nature the following outcomes are anticipated:

- Richmond has supportive and healthy built and natural environments for recreation and sport; and
- Accessible opportunities exist for all residents to participate in recreation and sport according to their stage of development.

Highlights and Achievements

The priority initiatives in this Focus Area aim to:

- ↑ Increase awareness of benefits of being in nature;
- ↑ Increase nature play opportunities;
- ↑ Increase nature education options; and
- ↑ Increase residents' connectedness to nature.



The following provides a snapshot of successes and progress highlights:

■ CONNECTING CHILDREN AND YOUTH WITH NATURE

Connecting children at an early age to the outdoors can help foster a lifelong appreciation and stewardship of the natural world.

Terra Nova Nature School

Terra Nova Nature School's Artist-in-Residence program hosted free accessible photo-based activities, workshops and events surrounding climate and weather changes and their effects on ecology. Specific work with local and invasive plant species in Terra Nova Rural Park invited individuals to learn about the world and how to become honest stewards of and to support Indigenous communities in caring for their traditional territories.

For Terra Nova Nature School's 10th Anniversary in 2024, past and present registrants and members of the public were invited to learn about the unique opportunity in Richmond. Approximately 600 community members were in attendance for this milestone.

Adventure Camp – Bike Tours for Youth

The West Richmond Community Association has offered a series of Adventure Bike Camps for Youth during the summers of 2022, 2023, and 2024. These camps help foster an appreciation for outdoors and nature recreation throughout Richmond, while also providing participants the opportunity to develop confidence and proficiency in cycling. Across these three years, West Richmond Community Association has hosted nine camps, attracting over 65 youth participants.



Take Action Camp for Youth

In spring break of 2024, City Centre and West Richmond Community Associations paired up to offer youth the Take Action Camp. The Camp is an opportunity for youth to develop skills in public speaking and critical analysis, while learning about global and environmental issues and actively engaging with the natural environment. As part of the camp, youth attended different out-trips every day with a “Take Action” theme. For the out-trips, youth attended a bee discovery workshop led by the Sharing Farm Society at Terra Nova Rural Park, got their hands dirty with a shoreline cleanup, took part in a Forest Fundamentals walking tour led by the Stanley Park Ecological Society, and visited Beaty Biodiversity Museum at the University of British Columbia (UBC). Participants were able to connect to nature while both learning about and actively contributing to nature conservation.

FUN AND WELLNESS IN NATURE

Whether digging in the dirt to plant your favourite veggies, hunting for treasure in nature, or learning about stewardship and sustainability, there were a number of hands-on, nature-based programs and opportunities between 2022 and 2024 in Richmond.

Richmond GeoTour

Geocaching is an outdoor treasure-hunting game that uses a smartphone or GPS device, making it convenient for people of all ages to participate and engage with the outdoors. The goal is for participants to navigate a specific set of GPS coordinates to find hidden geocaches (treasures). The GeoTour, entering its 11th year in 2024, continues to invite participants of all ages to explore the city by foot or by bike in search of 50 hidden geocaches. Since 2014, 5,197 geocachers from 46 different countries have logged a total of 39,849 geocache finds.

Geocaching Adventure Labs

Richmond Adventure Lab is an app-based scavenger hunt for all ages launched in June 2023. There are currently three Adventure Labs offered in Richmond; the Terra Nova Rural Park Adventure, the Richmond Nature Park Adventure, and the Garden City & Paulik Park Adventure. Each Adventure offers a unique storyline and set of challenges in which players can embark on thrilling quests, answer trivia questions and learn about wildlife, ecology and local history, all while playing in nature. From its launch until the end of 2024, 640 visitors from 14 countries have completed the three Adventure Labs.

Rediscover Richmond Parks

The Rediscover Richmond Parks program was a new initiative for 2024, aimed at providing accessible park-based programming for seniors, particularly in areas that are often hard to reach. In its first year, 300 seniors took part in 19 workshops held across nine different parks, each centered around unique nature themes such as bird watching, kite flying, local flora and fauna, and bees. Thanks to a \$5,000 PlanH Community Connectedness Grant awarded to the Richmond Nature Park Society in 2023, all costs were fully funded. The program received overwhelmingly positive feedback, with many participants expressing interest in more workshops in the future.



Seniors Centre Nature Offerings

The Minoru Seniors Society provides a variety of organized nature offerings, both within Richmond and to surrounding areas, including Fort Langley, Maple Ridge, and Burnaby.

In the Summer of 2023, the Minoru Seniors Society offered two local nature-based activities in Richmond:

- Nature Walk and Picnic, where seniors participated in facilitated walks around some of Richmond's most scenic parks, followed by a picnic lunch.
- Garden Games and Refreshments, where seniors participated in outdoor games such as horseshoes and cornhole.

These nature-based activities have been deeply appreciated by participants. They have enjoyed the combination of outdoor recreation and educational experiences, allowing them to be physically active, and feel the benefits of being in nature.

MOVING THROUGH NATURE WITH ART AND CULTURE

Bird Walk at Garry Point Park/West Dyke Trail

On July 20, 2023, Richmond Art Gallery collaborated with WalkRichmond and Birds Canada for a guided walk of Garry Point and the West Dyke Trail. The four to five kilometre walk was led by Birds Canada and the Richmond Art Gallery, and included a warm-up, cool-down and light stretching. Along the walk, participants learned about shoreline bird diversity, and were shown some of the installed bird nest boxes that help preserve local bird species. This program connected to the Art Gallery exhibition MOTHLIKE/silvery blue that highlights local shoreline habitat and ways people of all ages can help save birds. Overall, this collaboration and walk shows the ways that physical activity, nature and art can come together to build health, wellness and community.





Family Farm Day

In 2022, the London Heritage Farm Society re-established their Family Farm Day event. Offered in August each year, the popular family-friendly event takes place on the London Farm grounds, with a focus on activities for families with young children, including pony rides, animal interactions, games, crafts, heritage displays and live music. Family Farm Day continues to provide Richmond residents a space to enjoy nature play and the benefits of being outside.

Cultural Centre Rooftop Garden Workshops

From June to September 2024, a variety of outdoor workshops and events for adults were held at the Cultural Centre Rooftop Garden. During this summer growing season, opportunities included hands-on learning with visual artists, gardening experts, and learning from Indigenous knowledge keepers and food specialists. The workshop activities led by these artists, experts and knowledge keepers included natural fabric dyeing, jam making, cyanotypes, and plein air painting. Bringing people together for recreation, art, and play provided learning opportunities that lifted spirits and brought people together through outdoor experiences.



Focus Area 6: Community Capacity-Building

Collaborations, partnerships and volunteerism are strengthened to expand the reach and impact of recreation and sport in Richmond.



Focus Area 6 Community Capacity-Building contains 7 of 57 strategic actions.

Why is this important?

In Richmond, recreation and sport services and programs are delivered collaboratively with the City and Community Associations and Societies, and through over 50 community sport clubs. These relationships add value to people's experiences and provide a multitude of opportunities for Richmond residents to become engaged in community recreation opportunities, as participants, instructors, coaches, referees, administrators and volunteers. Supporting the capacity of these organizations is of utmost importance to maintain a sustainable and robust service delivery system that provides a wide range of physical activity and sport opportunities that meet the needs of beginner recreationalists to competitive high-performance athletes, throughout their life course.

Through strategy actions that focus on building capacity through collaboration, partnerships and volunteerism, the following outcomes are anticipated:

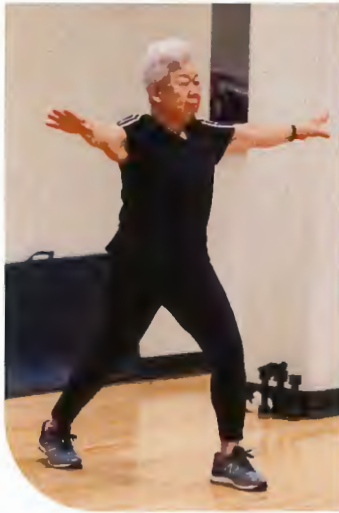
- Capacity building supports needs of an effective recreation and sport delivery system; and
- Richmond has a coordinated, accessible, effective and efficient sport delivery system using the Long-Term Athlete Development Model.



Highlights and Achievements

The priority initiatives in this Focus Area aim to:

- ↑ Increase sport organization capacity to provide excellent opportunities;
- ↑ Increase the number of young athletes who lead and teach recreation and sport programs;
- ↑ Increase the number of early years providers that promote physical literacy; and
- ↑ Increase the number of Champions for recreation and sport are established and recognized by the community.



The following provides a snapshot of successes and progress highlights:

STRENGTHENING RICHMOND'S RELATIONSHIP-BASED SERVICE DELIVERY MODEL

The City has a long-standing commitment to a relationship-based model for delivering parks, recreation, arts, culture and heritage programs and services. The Parks, Recreation and Culture Division works closely with Community Associations and Societies to provide a range of programs and services that bring people of all ages and abilities together to build healthy, active and vibrant communities. These volunteer-led organizations, in partnership with the City, play an integral role in delivering opportunities for Richmond's rapidly growing and diverse population to promote their health and wellbeing, connect with nature, explore avenues for creative expression, and build social and cultural connections. There are well over 200 volunteers, who commit thousands of hours of volunteer time each year to improving the quality of life for their fellow residents and add vibrancy to the community by enabling volunteerism.

2023 Richmond Communities Conference

2023 marked the return of the Richmond Communities Conference (the Conference). The Conference is a day of professional development that brings together Richmond's Community Associations and Societies, along with community recreation staff, to provide learning from industry experts, experienced facilitators and passionate leaders. Topics are customized to the emerging opportunities attendees have experienced as non-profit organizations and community recreation service providers, such as volunteerism, employment law, recruitment, and retention of high performing staff, mental health and wellness in the workplace, and creating diverse, accessible, and inclusive environments.

The 2023 Richmond Communities Conference supports ongoing development, knowledge and capacity building of City staff, as well as Community Association and Societies, volunteers, and staff. The Conference also highlights the importance of the City's relationship-based service delivery model, and contributes towards a sustainable and robust recreation service delivery system.





THE POWER OF GRANTS

Parks, Recreation and Community Events Grants Program

The Parks, Recreation and Community Events Grants Program (PRCE Grants) increases community capacity to benefit Richmond residents by assisting non-profit community organizations in delivering parks and recreation programs and services, and community events. PRCE Grants have strengthened the City's partnership with non-profit community organizations, including Richmond's Community Associations and Societies, and continue to be instrumental in delivering high-quality and popular recreation and sport opportunities to the community.

PRCE Grant Distribution from 2022 to 2024

Year	Number of Grants Awarded	Funding Awarded
2022	11	\$115,423
2023	10	\$120,017
2024	13	\$125,017

DEVELOPING LEADERS

Instructor Lifeguard Subsidy Program

The Instructor/Lifeguard Subsidy Program (ILSP) trial launched in May 2023 to allow Richmond residents from low-income households to pursue careers as aquatics instructors or lifeguards. In 2023, the pilot program garnered interest in Richmond, with 12 candidates approved for the subsidy program. Showing continued interest, the number of applicants approved for the subsidy in 2024 grew to 16. Richmond City Council has approved funding for ILSP through to 2025.

Developing Youth Day Camp Leaders

In 2023 and 2024, Community Associations and Societies and the Richmond Museum Society received \$285,000 in Canada Summer Job Grants to fund youth employment positions, primarily in summer day camp programs. The Richmond Nature Park Society received an additional \$10,000 through the Canadian Parks and Recreation Association Youth Employment Experience Grant in 2024 to help fund summer day camp leader positions and an environmental program development supervisor at the Richmond Nature Park. The summer leaders gained valuable people, leadership, supervisory and team skills in their roles caring for and educating children throughout the summer.

Get Out Camp

An annual camp geared towards youth, in 2024 the Get Out Camp was offered by the West Richmond Community Association from May 24–26. The Get Out camp serves as an opportunity for youth to gain outdoor experiences away from cellphones, technology and daily distractions. This program fosters positive community connections with youth from municipalities across Metro Vancouver. It provides a safe, supportive and inclusive environment to enrich the lives of youth through engaging, intentional programming, opportunities for growth and leadership.



Volunteerism

Volunteering in recreation and sport provides a multitude of benefits both for the volunteer, and the community at large. Volunteering is a great way to learn new skills, cement friendships, and gain leadership experience, while also strengthening community capacity and bringing joy and opportunity to all. The City's online volunteer management portal "I Can Help", provides a convenient and easy way to match volunteers with the wide range of volunteer opportunities available throughout the City and Community Associations and Societies. Based on hours of volunteer time tracked in the system, the total number of volunteers and number of volunteer hours has grown significantly between 2022 and 2024.

Richmond's Volunteering from 2022 to 2024

Year	Number of volunteers	Total volunteer hours
2022	955	61,660
2023	1768	58,878
2024	1935	66,897

Below is a snapshot of the recreation and sport volunteer opportunities that were available to all Richmond residents between 2022 and 2024 through Richmond's "I Can Help" volunteer portal:

- Tour guide volunteers for Richmond Nature Park Events;
- Richmond Aquatics volunteers at multiple City locations;
- Walk Leader volunteers for Richmond Fitness and Wellness Association's Walk Richmond program;
- Volunteer secretary positions for both the Richmond Sports Council and KidSport Richmond;
- Seasonal Program and Event volunteers for various Community Associations and Societies;
- Volunteer Coaches and Scorekeepers for Richmond Youth Basketball League; and
- Program and Event volunteers at Richmond Olympic Oval.

Growing Volunteerism amongst Richmond's Youth

Volunteer opportunities provide youth with valuable leadership development while fostering meaningful contributions to their community. In 2023, 1,094 youth volunteers dedicated 31,680 hours, increasing to 1,271 volunteers and 36,232 hours in 2024. Their efforts supported Parks, Recreation, and Culture programs and events, as well as initiatives led by the City, Community Associations and Societies, the Richmond Public Library, and other City partners. To recognize their contributions, the City and Community Associations and Societies issue certificates of appreciation and accomplishment.



Focus Area 7: Technology and Innovation

Technology and innovative ideas connect and inspire Richmond residents to participate in recreation and sport.



Focus Area 7 Technology and Innovation contains 6 of 57 strategic actions.

Why is this important?

The increase in society's dependence on technology is a double-edged sword. While increasing screen-time contributes to more sedentary behaviour, technology can also play a role in connecting people with information and opportunities to be physically active as more people rely on smartphones for many aspects of life. Digital communication options such as social media and direct email can be used to promote opportunities and increase convenience when they facilitate action, such as a direct link to a registration portal. Apps also have the potential to offer interactive and engaging opportunities to learn about the benefits of physical activity, and to actually participate and build healthy habits.

Through strategy actions that leverage technology and innovation to promote and support participation the following outcomes are anticipated:

- Existing and new technology connects Richmond residents to recreation and sport.
- The benefits of physical literacy, recreation and sport are recognized and supported by the public and organizations.

Highlights and Achievements

The priority initiatives in this Focus Area aim to:

- ↑ Increase technology and innovation supports for recreation and sport;
- ↑ Increase app enhancement of recreation and sport participation; and
- ↑ Increase multi-lingual videos introduce residents to opportunities.





ENHANCING ACCESSIBILITY THROUGH THE DIGITAL EXPERIENCE

Activity Search Tool

The Activity Search Tool, which launched in October 2024, enhances the online registration experience by aligning program offerings with customers' interests, age and location. This modern solution replaces outdated static guides with a dynamic, user-friendly platform that provides a more personalized experience. The tool simplifies program searches by allowing users to filter activities, including drop-in classes, registered programs, and one-time events. It enables users to save favorite programs, export searches into a printable PDF, and access up-to-date information. By improving accessibility and engagement, this initiative supports broader participation in Richmond's Parks, Recreation, and Culture programs while transitioning towards more sustainable and efficient communication methods.

MyRichmond App

Launched in May 2023, the MyRichmond app enhances the integration of City services into residents' daily lives, providing a seamless and accessible digital experience. With 5,500 downloads and an average of 150 daily active users, the app keeps residents informed and engaged with key community services.

Notable features include city-wide alerts for registration nights, real-time notifications for course start dates and cancellations, and integrated GPS mapping tools to help users navigate to community centres, art galleries, and museums. The app also offers a digital Active Pass, streamlining access to memberships and programs. Additionally, a news feed on the dashboard provides timely updates on arts, recreation, and other City initiatives, ensuring residents stay connected to their community.

Richmond Media Lab Digital Assets

Getting the most out of the digital experience isn't just a matter of improving and launching software like apps and websites. Yielding the best experience also means having high quality and modern hardware and equipment. The Richmond Media Lab, with a \$360,000 Provincial grant, increased its inventory of digital assets including 3D printers, iPads and state of the art desktop computers to provide youth and children access to hardware and software technology, along with the skills needed to use this technology in a positive way. Most importantly, these assets provided greater opportunities for youth to gather and engage in skills building, networking, and healthy socialization. Monthly music performance events have also created an opportunity for youth to connect and engage with their peers. As an added bonus, due to the location, youth have shown interest and subsequently participated in other recreational activities such as pottery.



ELEVATING RECREATION AND SPORT THROUGH TECHNOLOGY

Richmond Sports Wall of Fame

The Richmond Sports Wall of Fame and its digital kiosk, both housed in the Richmond Olympic Oval, are accessible to visitors at no cost. Located in the first-floor lobby, the Wall of Fame honors all award recipients and inductees. In 2024, a new website and mobile kiosk were introduced to further celebrate inductees. The digital kiosk, featured in the second-floor History of Sports Exhibit, highlights each inductee's achievements. Both the kiosk and website provide the public with convenient access to this information from home or through the mobile kiosk at select City events and facilities throughout the year.

Measuring Use of Pedestrian and Bicycle Routes

The City continues to expand its bicycle-pedestrian counters throughout the city. The data gathered helps inform planning, improvements and delivery of pedestrian and cycling routes to support and encourage active transportation and lifestyles. As of December 2024, there are 17 counters that record pedestrian, bicycle, and e-scooter volume by direction on various pedestrian and bicycle routes across the City. Also in 2024, people counters were introduced on trails at Britannia Shipyards and London Farm to track pedestrian traffic through each site.

Continuing forward, each new pedestrian and bicycle route will incorporate counters to monitor the use and success of connectivity, allowing for more comprehensive monitoring of the City's active transportation network. This will help inform the Updated Cycling Network Plan, adopted by Council in 2022, which aims to add an additional 89 projects over its 15-year horizon.

Active Transportation Safety Initiatives

The City remains committed to informing pedestrians and cyclists about safety education and outreach opportunities while actively promoting pedestrian and cyclist safety through targeted initiatives. Key safety information is regularly updated and shared via the City's social media platforms and website, ensuring residents stay informed about bike safety programs and initiatives. In partnership with HUB Cycling, the City supports Learn to Ride and Bike Maintenance courses for youth and adults, with details available online to encourage broader community participation in safe and sustainable transportation.





Conclusion

The Recreation and Sport Strategy (2019–2024) set the vision for Richmond to be a leader in the planning and delivery of recreation opportunities and to inspire residents to be active, connected and healthy for a lifetime. The Strategy provides a roadmap for focused action by the City and its community partners that build on the foundation of high-quality recreation and sport services, programs, places and spaces available throughout the community. Ultimately, as progress in the seven focus areas is achieved, the long-term outcomes that are expected over time include increased participation in recreation and sport opportunities, and an increase in the number of residents who achieve their physical activity targets.

The City, Community Associations and Societies and other community partners are committed to moving several initiatives forward over 2025 and 2026. One significant initiative is ParticipACTION's Community Challenge, and the pursuit of becoming Canada's most active community. Striving to win this national title involves building more awareness and promoting the benefits of recreation and sport to Richmond residents, and connecting the community to more opportunities offered by the City and City partners.

Additionally, efforts will be made to continue enhancing and expanding low-barrier recreation and sport options, including no-cost and low-cost activities, and increasing capacity for high-demand, popular programs, providing all Richmond residents the opportunity to access programs that align with their interests and needs. These actions will be guided by recommendations from the 2023 Community Needs Assessment, helping to shape an inclusive, active, and engaged community.

Through these concerted efforts, and thanks to the collective commitment of the City's partners, Richmond is well-positioned to continue supporting Richmond residents in meeting their health and activity goals.







City of Richmond

6911 No. 3 Road, Richmond, BC V6Y 2C1

Telephone: 604-276-4000

richmond.ca



City of Richmond

Report to Committee

To: Parks, Recreation and Cultural Services Committee
From: Marie Fenwick
Director, Arts, Culture and Heritage Services
Date: April 7, 2025
File: 11-7000-09-20-334/Vol 01
Re: **Steveston Community Centre and Library Interior Artwork Concept Proposal**

Staff Recommendation

That the concept proposal for the Steveston Community Centre and Library Interior Artwork, as presented in the staff report titled "Steveston Community Centre and Library Interior Artwork Concept Proposal", dated April 7, 2025, from the Director, Arts, Culture and Heritage Services, be approved.

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

Att. 2

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Finance Department	<input checked="" type="checkbox"/>	
Library	<input checked="" type="checkbox"/>	
Recreation and Sport Services	<input checked="" type="checkbox"/>	
Facilities and Project Development	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

On December 21, 2022, Council approved the Steveston Community Centre and Library Public Art Plan. The Plan recommends that a signature artwork be installed in the outdoor plaza and an integrated artwork be located in the interior of the facility, with additional community-engaged artwork to be installed inside the facility after construction is complete.

The artwork for the outdoor plaza – *Homecoming* by Susan Point – was approved by Council on November 14, 2023.

On December 9, 2024, Council approved the Terms of Reference for the interior artwork which describes an integrated glass mosaic tile design located above the reception desk in the lobby to create a sense of arrival and welcome to the facility.

This report presents the proposed concept proposal for the interior artwork at Steveston Community Centre and Library for Council's consideration.

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.

6.2 Enhance the City's network of parks, trails and open spaces.

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

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

6.5 Enhance and preserve arts and heritage assets in the community.

Analysis

Terms of Reference

As per the Council-approved Steveston Community Centre and Library Public Art Plan, the Public Art Terms of Reference for the Steveston Community Centre and Library Interior Artwork (Attachment 1) was developed in collaboration and consultation with members of the Steveston Community Society and the Richmond Public Library Board. The Terms of Reference describes the art opportunity, themes, site description, scope of work, budget, eligibility criteria, selection process, selection criteria, project schedule and submission requirements.

It was endorsed by the Richmond Public Art Advisory Committee at their meeting on October 15, 2024 and approved by Council on December 9, 2024.

Public Art Artist Selection Process

The artist call for the Steveston Community Centre and Library Interior Artwork was posted on December 12, 2024, and closed on January 27, 2025. Fifty-one submissions by artists from across British Columbia were received during the first stage of the selection process. On January 30, 2025, following the Public Art Program's administrative procedures for artist selection for civic public art projects, a five-person selection panel comprised of professional artists, project stakeholders and community representatives reviewed the submissions. The selection panel included the following individuals:

- Alan Sakai – Steveston Community Society Member;
- Emily de Boer – Steveston Community Society Member;
- Jennifer Gervès-Keen – Richmond Public Library Board Member;
- Sherri Kajiware – Curator; and
- Jennifer Heine – Artist and local resident.

City staff facilitated and attended the selection panel meeting to provide project background information and to address technical questions.

In reviewing the submissions, the selection panel considered how the proposal responded to the theme and objectives identified in the artist call and the potential to create a compelling and welcoming work of art as evidenced in the samples of past projects provided by the applicants. Following discussion and deliberations, the panel shortlisted four artists to develop a concept proposal and presentation for the second stage of the selection process.

The shortlisted artists were:

- Laura Kwok;
- Marlene Yuen;
- Nicole Larsen; and
- Randi Hamel.

Following the Terms of Reference, the shortlisted finalists were invited to attend an artist orientation meeting with staff and the project design team on February 4, 2025. The meeting provided an opportunity to share additional information about the site context and review the objectives and opportunities for this project. The artists also asked questions related to materials, design parameters, schedule and budget.

The deadline for concept proposals was March 5, 2025, artists were able to submit draft concept proposals in advance of the deadline to receive technical feedback from staff prior to their presentation to the selection panel.

On March 11, 2025, the selection panel convened to interview the shortlisted finalists. Each artist presented their concept proposal followed by a question and answer period. Following a lengthy and thoughtfully considered deliberation, the panel recommended the concept proposal *A Spring Day in Steveston* by artist Nicole Larsen for the Steveston Community Centre and Library Interior Public Art opportunity (Attachment 2).

The Richmond Public Art Advisory Committee endorsed the recommended concept proposal at their meeting on March 18, 2025.

Recommended Artist

Nicole Larsen is a freelance illustrator, designer and muralist with a passion for working with organizations and businesses that create connections, build up communities and create positive change. Her art is influenced by her background in graphic design, and is often inspired by nature, connection, everyday moments in life, and our shared experiences as humans. Rooted in her Japanese Canadian heritage and connection to nature, the work is characterized by bold, vibrant colours and joyful, uplifting imagery. The artist has completed several high-profile projects, including a large-scale work for the Vancouver Mural Festival, the Steveston Outdoor Pool mural, and an indoor installation at Richmond Centre.

Recommended Public Art Concept Proposal

A Spring Day in Steveston celebrates the spirit of Steveston through a dynamic and vibrant design. The composition incorporates bold colours and movement, with detailed elements intended to welcome and engage viewers. Significant landmarks, such as the Steveston Fisherman's Memorial, are integrated into the design, alongside symbolic elements including the red-crowned crane and cherry blossoms, representing community, courage, strength, and hope.

The concept proposal will undergo refinements and once finalized, the design will be translated into a large-scale glass tile mosaic by a local tile fabricator with expertise in this specialized medium. Installation will be carried out by City-contracted professionals.

The mosaic will be prominently situated along the curved architectural feature above the front desk reception area in the lobby of the Steveston Community Centre and Library. As a central hub for community and visitor activity, this location provides high visibility from multiple vantage points, enhancing public engagement with the artwork.

A didactic plaque will be installed near the artwork, providing viewers with insight into the artistic concept and background of the artist. This informational panel will enhance the audience's understanding and engagement with the artwork. The artist describes the concept as follows:

"As a fourth-generation Japanese Canadian, I feel a deep affinity for Steveston's history, and I wanted my artwork for this project to honor the Japanese Canadian experience while celebrating the strength and resilience of the Steveston community, both past and present."

Next Steps

Following Council endorsement of the concept proposal, staff will work with the artist to execute a contract and move into the development and fabrication phase with installation of the artwork in 2026.

Financial Impact

The total budget for the Steveston Community Centre and Library interior artwork is \$100,000. The commissioned artist will be provided with an artist fee of \$15,000 from this budget. The artist fee will include administration and coordination of meetings with City staff and City contractors, submission of a digital artwork file, and documentation photography. The remainder of the budget will be used for fabrication and installation of the artwork, administration and contingency.

The Steveston Community Centre and Library interior artwork is funded from the approved Steveston Community Centre and Library capital project. Any maintenance and repairs required for the artwork is included as part of the operating budget for the facility.

Conclusion

The Steveston Community Centre and Library Interior Artwork supports the approved Steveston Community Centre and Library Public Art Plan. It is recommended that Council approve the concept proposal for the Steveston Community Centre and Library Interior Artwork. The artwork will create a sense of arrival and welcome for community members, visitors and staff, and enhance community connection to the facility.



Biliana Velkova
Public Art Planner
(604-247-4612)

- Att. 1: Steveston Community Centre and Library Interior Artwork Terms of Reference
2: Steveston Community Centre and Library Interior Concept Proposal

call to artists



Figure 1. Steveston Community Centre and Library Rendering

Steveston Community Centre and Library Interior Artwork City of Richmond

Request for Qualifications (RFQ)

October 2024

OPPORTUNITY

The Richmond Public Art Program is seeking an artist or artist team to propose an integrated mosaic tile artwork design for the new Steveston Community Centre and Library in Richmond, BC. The public artwork will be located in the lobby of the facility and will aim to create a sense of arrival and welcome to the facility. All information about the project is described below.

This is a two-stage, design-only open artist call. Following review of the submitted artists' statements of interest and their qualifications, up to five artists will be shortlisted by the selection panel. These artists will be invited to attend a project orientation in advance of preparing a concept proposal for presentation with an interview.

Budget: \$15,000 CAD

Eligibility Requirements: Open to professional artists and artist teams residing in British Columbia.

Deadline for Submissions: XXX

Installation: 2026

call to artists

PUBLIC ART
RICHMOND

BACKGROUND

The Steveston Community Centre and Library is envisioned to be the heart of the Steveston community, where residents will come to recreate, learn, play and connect in a welcoming and accessible environment. With the goal to serve the community into the future, the new 60,350 square-foot three-storey facility will include two gymnasiums, a fitness centre, community “living room”, library and study areas, as well as several multipurpose rooms for community use. In addition to community centre and library programs, the facility will host local and regional tournaments and events.

STEVESTON VILLAGE

Steveston is a historic fishing village located in the southwest corner of Richmond, BC. Known for its rich ecology at the mouth of the Fraser River, it was a place where Indigenous Peoples fished and gathered food for generations. Settled in the second half of the 1800s, early Steveston supported robust canning, fishing, and boatbuilding industries. Fishing industries drew workers from near and far, especially Indigenous Peoples of coastal BC, Japan, China, and Europe. After many prosperous years, Steveston was challenged by a number of tragic events—a drastic decline in salmon stocks, a devastating fire in the village, the Great Depression, and the internment of its large Japanese population in 1942. Despite these challenges, Steveston continued to thrive as a fishing village throughout the 20th century and is still home to the largest fishing harbour in Canada. In recent decades, Steveston has undergone significant growth and development, but retains its small town feel, historic character and fishing traditions.

STEVESTON COMMUNITY CENTRE AND LIBRARY BUILDING

The 60,350 square-foot facility -- with a 36,000 square-foot footprint -- will be a three-storey building with one level of underground parking. The design will follow a balanced approach where program synergies are realized, impacts on green space and trees are minimized, and views and connections to the park are achieved from many of the program spaces.

The form and character of the building draws inspiration from various buildings and landmarks around the Steveston area, reflecting elements such as the docks at the Steveston waterfront, canopies and fascia trims from the Steveston Tram building, the traditional Japanese curved roof form of the Martial Arts Centre, as well as materiality and patterns from the surrounding industrial buildings. All these elements are cohesively incorporated to form a modern contemporary design.

ARTIST OPPORTUNITY

Shortlisted artists will be invited to propose a unique mosaic tile design to be integrated into the curved architectural element above the front desk reception area in the main lobby. The tiles will be square vitreous glass mosaic tiles. More information regarding the type, size and colour options for the mosaic

call to artists

tiles will be provided to shortlisted artists during the second stage of the artist selection process. A \$1,500 artist honorarium will be provided to all shortlisted artists.

The commissioned artist will create and submit a digital artwork file and work with City staff and City contractors to implement their unique design to integrate into the curved element.

THEMES

Artists are encouraged to explore any of the following themes for the Steveston Community Centre and Library while ensuring room for artistic expression, enjoyment, play, colour and interactivity. The artwork should appeal to all ages and engage the community.

Indigenous Culture

For generations, Indigenous Peoples were drawn to the area's rich natural resources and used the area to harvest its bounty including fish, shellfish, berries and crab apples.

Steveston Fishing Industry

Fishing has been the central driver of settlement in the Steveston area, which has served as a base for fishers to collect and process their harvest for hundreds of years. It is also inherent to the long traditions of Indigenous Peoples fishing the Fraser River and Salish Sea. The early fishing industry served as the foundation upon which the community was built and it remains true for the more than 500 commercial vessels in Steveston Harbour today.

Japanese Canadian History

Canadians of Japanese descent have been fundamental to the development and growth of Steveston. In the early 20th century, Steveston was home to a vibrant Japanese Canadian (Nikkei) culture, which included the Steveston Japanese School, Japanese Hospital, boatworks buildings, kendo club and a significant wooden boat fishing fleet.

Fraser River and Local Ecology

Steveston exists in its current state in large part because of its physical and natural environment at the mouth of the Fraser River. Significant natural heritage can be found in the ecology of the tidal marshes, sloughs and mud flats. While many of the original natural features have been lost, traces of native vegetation, shoreline wildlife, marshes and sloughs are still present.

LOCATION

The mosaic artwork will be integrated in the curved architectural element above the front desk reception area in the lobby. As a hub of visitor activity, this is a prominent location of high visibility from multiple directions. See Figure 4 in Appendix 1.

call to artists

MATERIALS

The commissioned artist will be required to work with a specialist mosaic fabricator, contracted by the City of Richmond. The installation of the mosaic artwork design will be carried out by City contracted professionals.

BUDGET

An artist fee of \$15,000 CAD, inclusive of all applicable taxes, excluding GST, is available for this project. The artist fee will include administration and coordination meetings with City staff and City contractors, submission of a digital artwork file, and documentation photography. The artist or artist team will not be responsible for fabrication and installation costs of the mosaic tile artwork.

ARTIST ELIGIBILITY

This opportunity is open to artists or artist teams residing in British Columbia, Canada. Qualified artists will have proven experience developing artworks, specifically for civic projects. City of Richmond staff and its Public Art Advisory Committee members, selection panel members, project personnel, and immediate family members of all of the above are not eligible. Richmond-based and local Indigenous artists are urged to consider this opportunity.

Artists that are currently under contract with the City in a public art project are ineligible for other projects until the current contract is deemed complete.

SELECTION PROCESS

A selection panel will recommend the artist or artist team to City Council at the conclusion of a two-stage open call process.

A selection panel comprised of two art or design professionals and three representatives from the Steveston Community Society and Richmond Public Library Board will review the applicants' submissions. City staff will serve as advisors to the panel. Based on the selection criteria listed below, the panel will select up to five finalists to develop their concept proposals and attend an interview. A fee of \$1,500 will be paid to each of the shortlisted artists or artist teams.

Stage 1

- Artists to submit a written Statement of Interest as outlined in the Submission Requirements below.
- Selection Panel to shortlist up to five artists or artist teams for Stage 2.

Stage 2

- Artists to be provided with detailed site information and responses to any questions about the project from City staff.
- Shortlisted artists enter into an agreement with the City to prepare a Detailed Concept Proposal based on their initial submission.

call to artists

- Shortlisted artists to attend an interview (in-person or virtual) with the selection panel to present a Detailed Concept Proposal.
- Selection panel to recommend one artist or artist team to Council for endorsement. Selection panel reserves the right to make no recommendations from the submitted applications and artist interviews.

ARTIST SELECTION CRITERIA

Stage One: Selection Criteria

- Artistic merit of artist statement of interest.
- Experience in producing work that reflects community identity and assists in building meaningful cultural places.
- Understanding of the relevance of the site and its histories.
- Potential for making engaging artwork, suitable for multiple audiences.
- Demonstrated capacity to complete work within established project schedules and timelines.
- Demonstrated ability to work with multiple project stakeholders.

Stage Two: Selection Criteria

- Artistic merit of conceptual response to one or more of the themes for the Steveston Community Centre and Library.
- Ability of the artist visualizations, digital renderings or sketches to communicate the concept and how it responds to the existing character of the site by taking into account scale, colour, material, texture, content and the physical characteristics and design parameters of the location.
- Artist response to any feedback and follow-up questions from Selection Panel regarding artistic merit of the concept proposal in response to project opportunity.
- Appropriateness of the proposal to the City of Richmond's [Public Art Program Goals](#).

SUBMISSION REQUIREMENTS

Email all documentation as one (1) PDF document, not to exceed a file size of 5 MB to publicart@richmond.ca.

Stage One

- ☐ **INFORMATION FORM:** please complete the information form attached to this document.
- ☐ **STATEMENT OF INTEREST:** (Max. 300 words)
 - describe artist or creative practice
 - highlight relevant experience and skillsets in mosaics or similar transferable practices

call to artists

- identify themes or topics of interest you would like to explore for this opportunity. Please consider and reference the Stage One Selection Criteria (above) in your Statement.
- **Please do not include descriptions of a concept proposal.** This information will not be accepted and will be removed by staff prior to review with the Selection Panel.

- ❑ **ARTIST CV:** two-page maximum. If submitting as an artist team, please submit maximum one page per team member.
- ❑ **WORK SAMPLES:** up to ten (10) supporting image examples of previous work. Include examples of past mosaic-type work or similar transferable skillsets using other mediums. One image per page. Please include artist name(s), title, year, location and medium information to be on each image page.
- ❑ **REFERENCES:** three (3) references who can speak to your skills and experience. Please only provide the names, titles and Email and/or telephone contact information for each individual. Only references for shortlisted artists will be contacted.

Stage Two (shortlisted artists ONLY)

- ❑ **CONCEPT PROPOSAL:** no more than 500 words describing concept, rationale in response to the public art opportunity.
- ❑ **CONCEPT VISUALIZATION:** may include digital artist renderings, maquettes/models to fully communicate dimensions, scale, colour, viewer experience, materials and relationship to site features.

PRESENTATION/INTERVIEW: 15–20 minute artist presentation to the Selection Panel followed by a Q+A to present the concept proposal for consideration.

PROJECT TIMELINE

Submission Deadline:	XXX
Shortlisted Artist Orientation:	XXX
Shortlisted Artist Interviews:	XXX
Installation:	2026

*All applicants are asked to reserve this date on their calendars.

SOURCES FOR ADDITIONAL INFORMATION

[Richmond Public Art Program](#)

[City of Richmond Archives](#)

[Museums and Heritage Sites](#)

[Steveston Village Conservation Program](#)

[Steveston Community Centre and Library Public Art Plan](#)

call to artists

PUBLIC ART
RICHMOND

SUBMISSION GUIDELINES

1. All supporting documents must be complete and strictly adhere to these guidelines and submission requirements (above) or risk not being considered.
2. All submissions must be formatted to 8.5 x 11 inch pages, portrait format.
3. Submission files must be 5 MB or smaller.
4. If submitting as a team, the team should designate one representative to complete the entry form. Each team member must submit an individual resume/curriculum vitae. (See Submission Requirements)
5. All documents must be sent by email to: PublicArt@Richmond.ca

ADDITIONAL INFORMATION

1. Please be advised that the City and the selection panel are not obliged to accept any of the submissions and may reject all submissions. The City reserves the right to reissue the Artist Call as required.
3. All submissions to this Artist Call become the property of the City. All information provided under the submission is subject to the Freedom of Information and Protection of Privacy Act (BC) and shall only be withheld from release if an exemption from release is permitted by the Act. The artist shall retain copyright in the concept proposal. While every precaution will be taken to prevent the loss or damage of submissions, the City and its agents shall not be liable for any loss or damage, however caused.
4. Submissions must be received by XXX. Extensions to this deadline will not be granted under any circumstances. Submissions received after the deadline and those that are found to be incomplete will not be reviewed.
5. If an artist requires accessibility support, please contact the Richmond Public Art Program.

ACCESSIBILITY SUPPORT

The City of Richmond strives to create artist opportunities that are inclusive and accessible. If you require assistance in completing the written application for any reason, please contact: PublicArt@Richmond.ca or Tel: 604-247-4612

QUESTIONS

Please contact the Richmond Public Art Program:
PublicArt@Richmond.ca or Tel: 604-247-4612

SUBMISSION DEADLINE

XXX

SUBMISSION ADDRESS

PublicArt@Richmond.ca

call to artists

APPENDIX 1 STEVESTON COMMUNITY CENTRE AND LIBRARY LOCATION

Steveston has many significant human history and natural attractions that give the community a distinct sense of place, and the Steveston Community Centre and Library site is at the geographic centre of it all. The Gulf of Georgia Cannery, Garry Point Park, Imperial Landing Waterfront Park, and other major community amenities are within a short walking distance of Steveston Park. (Figure 2)



Figure 2. Steveston Context

call to artists

The Steveston Community Centre and Library is ideally located to be the epicentre of social life in Steveston. The site is within easy walking distance for most residents of Steveston. (Figure 3).

1. New Steveston Community Centre & Branch Library
2. Existing Steveston Community Centre & Branch Library (to be demolished)
3. 177 Surface Parking Stalls & Plaza
4. Steveston Martial Arts Centre
5. Net Shed Building
6. Steveston Outdoor Pool
7. Japanese Canadian Cultural Centre
8. Festival Storage
9. Caretaker Building
10. Community Police Station
11. Steveston Interurban Tram Building
12. Playground
13. Waterplay Area
14. Fast Pitch Diamond
15. Sherwood Forest
16. Off Leash Dog Area
17. Slow Pitch Diamond
18. Outdoor Tennis Courts
19. Lacrosse Box
20. Steveston Community Park Boundary Line



Figure 3. Steveston Community Centre and Library site plan

call to artists

PUBLIC ART
RICHMOND

The mosaic artwork will be integrated in the curved element above the front desk reception area. (Figure 4).

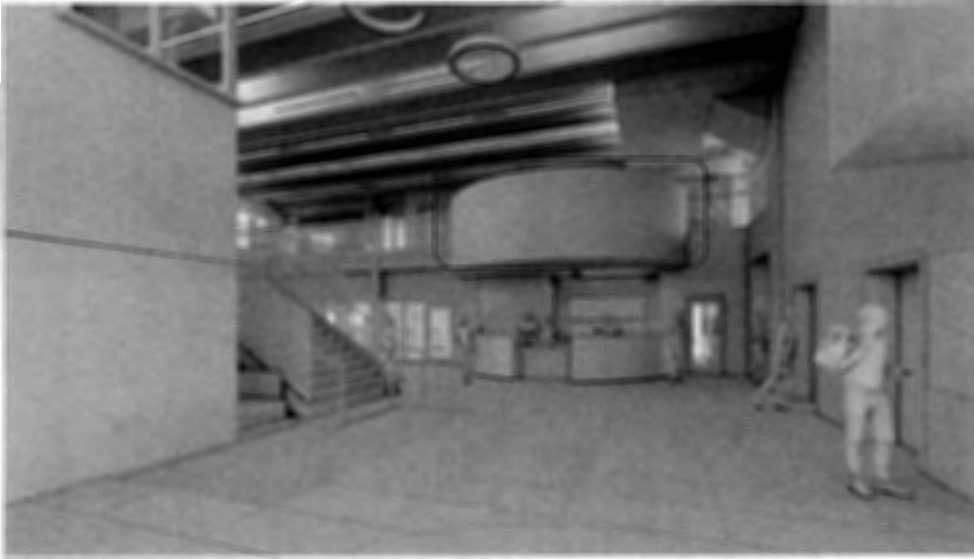


Figure 4. Steveston Community Centre and Library public artwork location

call to artists

PUBLIC ART
RICHMOND

RFQ: Steveston Community Centre and Library Interior Artwork

Attach one (1) copy of this form as the first page of the submission.

Name: _____

Address: _____

City: _____ Postal Code: _____

Primary Phone: _____ Secondary Phone: _____

Email: _____ Website: _____
(One website or blog only)

Incomplete submissions will not be accepted. Emailed submissions over 5 MB will not be accepted. Information beyond what is listed in the Submission Requirements will not be reviewed.

Optional: Do you self-identify as a member of an equity-seeking and/or underrepresented community? (examples: Indigenous, person of colour, LGBTQ2S+, mixed ability, newcomer, Deaf, hard of hearing, living with a disability, etc.) If so, please specify:

If applicable, please indicate additional members of your artist team:

Would you like to receive direct emails from the Richmond Public Art Program? ☐ Yes ☐ No

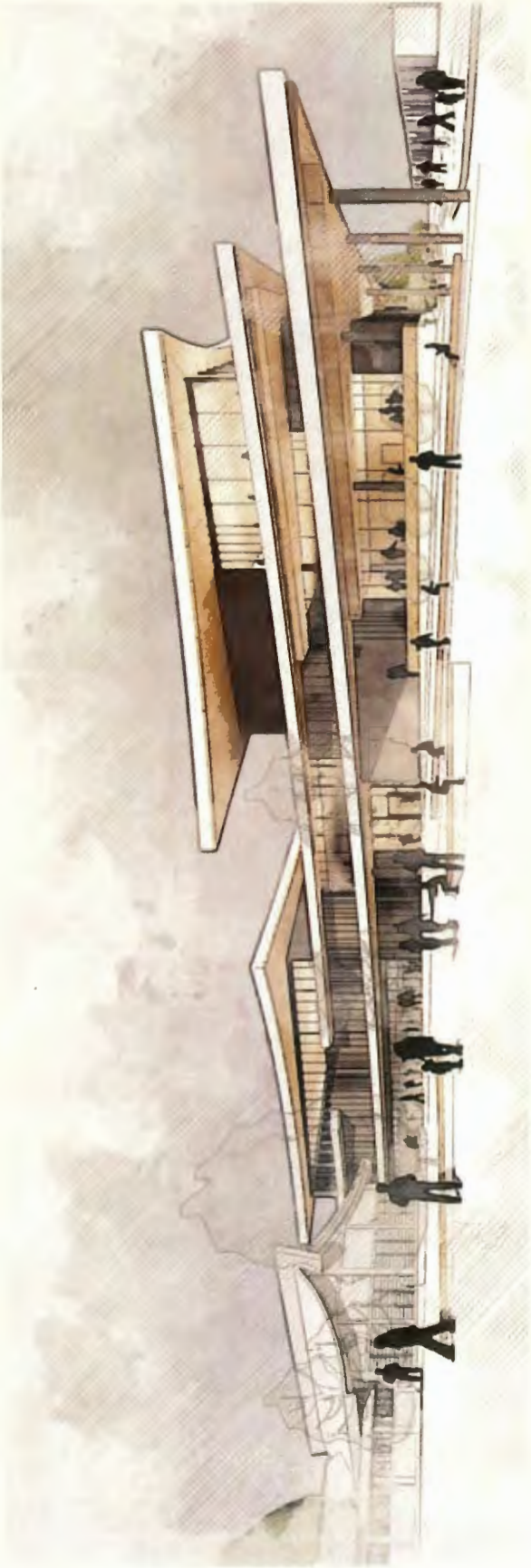
Signature: _____ Date: _____

Submit applications by email to: PublicArt@Richmond.ca

Additional Information

Please be advised that the City and the selection panel are not obliged to accept any of the submissions and may reject all submissions. The City reserves the right to reissue the EOIRFP, as required. All submissions to this EOIRFP become the property of the City. All information provided under the submission is subject to the Freedom of Information and Protection of Privacy Act (BC) and shall only be withheld from release if an exemption from release is permitted by the Act. The artist shall retain copyright of the submitted documents. While every precaution will be taken to prevent the loss or damage of submissions, the City and its agents shall not be liable for any loss or damage, however caused.

CITY OF RICHMOND	STEVESTON COMMUNITY CENTRE & LIBRARY MOSAIC ARTWORK CONCEPT	MARCH 11, 2025
------------------	---	----------------



INTRODUCTION

I have a deep personal connection to Steveston's rich Japanese Canadian history and its longstanding ties to the fishing industry. My Jichan (grandfather) was born and raised in Steveston before his family's internment during World War II, and his father, Bunkichi, was a lifelong fisherman. Alongside two of his brothers, my Jichan spent much of his life fishing along the Fraser River, and his mother and sister worked at the Steveston Cannery. Continuing this legacy, I spent three years fishing for salmon and halibut along the West Coast in 2016—an experience that strengthened my connection to my heritage in a profound and meaningful way.

As a fourth-generation Japanese Canadian, I feel a deep affinity for Steveston's history, and I wanted my artwork for this project to honor the Japanese Canadian experience while celebrating the strength and resilience of the Steveston community, both past and present.



THE CONCEPT

The Steveston Community Centre is a place where residents come to create, learn, play, and connect. I wanted my artwork to not only welcome visitors into the space but also inspire them, fostering a sense of warmth, unity, and connection within the community.

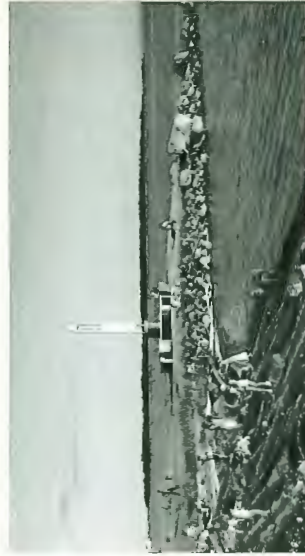
In my design, I incorporate significant Steveston landmarks alongside symbolic elements that represent community, courage, strength, and hope. To draw people in, the artwork features a lot of movement and bold, vibrant colours, as well as enough detail to entice people to take a closer look.



DESIGN ELEMENTS & SYMBOLISM

Steveston Fisherman's Memorial

Positioned on the far left, this silhouette commemorates the lives and sacrifices of fishermen working out of Steveston. Surrounding it are red camellias, a symbol of perseverance in Japanese culture, known for their ability to thrive in adversity—embodying resilience, courage, and strength.



Cherry Blossoms (Sakura)

Lining the upper section of the design, these trees are reminiscent of the pathways at Garry Point Park. As Japan's national flower, the sakura represents hope and renewal. Since these trees are a prominent part of Steveston's landscape and history, they play a central role in the mosaic.

DESIGN ELEMENTS & SYMBOLISM

Red-Crowned Crane

A symbol of peace, longevity, and loyalty, the crane's return home represents the soul of the ancestors, making it a fitting emblem for the Japanese Canadian community in Steveston.



Fraser River

Depicted in an abstract form, the river has been vital to Steveston's economic growth, development, and ecology. It has drawn settlers to the region for generations and remains a crucial habitat for marine and bird species.



Fishing Boats & Canoe

The inclusion of two fishing boats pays tribute to Steveston's fishing industry, while a canoe—soon to be incorporated—will honour the deep-rooted fishing traditions of Indigenous Peoples in the Fraser River and Salish Sea.

DESIGN ELEMENTS & SYMBOLISM

Mount Baker & Surrounding Ranges

Seen in the top right, the mountains reflect the familiar view from Garry Point Park.



Lush Greenery

Scattered throughout the design, these elements represent Steveston's gardens, parks, and green spaces, which contribute to the area's beauty and connection to nature and natural resources.



Traditional Japanese Aesthetic

The overall composition and gradients are inspired by traditional Japanese woodblock prints. I envision the final mosaic featuring a mix of textured and solid-coloured tiles to create depth, contrast, and a dynamic visual experience.



CONCEPT VISUALIZATION



CONCEPT VISUALIZATION



MOSAIC EXAMPLE

A look at how my design would translate as a mosaic using 0.5" tiles.



CONCEPT ARTWORK

Through this artwork, I hope to pay homage to the enduring legacy of Steveston's Japanese Canadian community while celebrating the shared history and cultural richness of this vibrant coastal town.



CITY OF RICHMOND	STEVESTON COMMUNITY CENTRE & LIBRARY MOSAIC ARTWORK CONCEPT	MARCH 11, 2025
------------------	---	----------------

THANK YOU!

I want to say a big thank you to the Richmond Public Art Team for this incredible opportunity, and to everyone here for taking the time out to be here today! I am so honoured to be one of the artists shortlisted for this wonderful project, and I hope you like the concept I've come up with for the mosaic artwork.

HELLO@RIPPLEANDRISE | 778.952.9795 | @RIPPLE.AND.RISE




City of Richmond

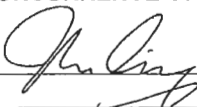


Report to Committee

To: General Purposes Committee
From: Peter Russell
Director, Housing
Date: April 9, 2025
File: 08-4057-05/2025-Vol
01
Re: **Housing Agreement Amendment Applications to Update Low-End Market
Rental Rents in Three Developments**

Staff Recommendations

1. That Housing Agreement (Affordable Housing) (8671, 8731, 8771, 8831/8851 Cambie Road, 8791 Cambie Road and 3600 Sexsmith Road) Bylaw No. 10437, Amendment Bylaw No. 10633 be introduced and given first, second, and third readings;
2. That Housing Agreement (23200 Gilley Road) Bylaw No.9955, Amendment Bylaw No. 10646 be introduced and given first, second, and third readings; and
3. That Housing Agreement (5591, 5631, 5651 and 5671 No. 3 Road) Bylaw No. 10057, Amendment Bylaw No. 10654 be introduced and given first, second, and third readings.


Peter Russell
Director, Housing
(604-276-4130)
Att. 1

REPORT CONCURRENCE		
ROUTED TO: Development Applications Law	CONCURRENCE <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	CONCURRENCE OF DEPUTY CAO 
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO 

Staff Report

Origin

This report outlines requests from three property owners to amend the definitions of permitted rent and eligible tenants in their housing agreements.

On November 12, 2024, Council approved changes to the City's Low-End Market Rental (LEMR) Program, updating the permitted rents and income thresholds as described in the report titled "Updating the Low-End Market Rental (LEMR) Program to Support the Delivery of Affordable Housing" dated October 16, 2024.

The updated rates, now set at 10% below CMHC market averages, reflect current market conditions and, therefore, provide for increased development viability and improved long-term financial sustainability, the latter relating to ongoing operations, including for non-profit operators.

The updated rates apply to housing agreements for new or in-stream development applications. The updated rates can be applied to existing agreements where an amending bylaw is adopted by Council. At the time of updating LEMR rent and income thresholds for new housing agreements, staff outlined that updates to existing agreements would be presented to Council for consideration on a case-by-case basis.

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.

2.2 Develop and implement innovative and proactive solutions that encourage a range of housing options and prioritize affordability.

Analysis

Three applications have been received to implement the updated rates endorsed in November, 2024. The scale and occupancy status of each housing development covered by the housing agreements is described in Attachment 1.

All three amending bylaws, if adopted, would have the effect of repealing and replacing the existing housing agreements. The repeal and replace approach ensures consistency in the terms of the agreements and lessens the administrative burden of oversight and enforcement when carrying out the statutory declaration process. In addition to amendments pertaining to rents and income thresholds, the changes include minor drafting updates that modernize the older agreements without altering the core obligations of the owner. Notable changes to the agreements are outlined below:

- All of the applications seek amendments to the definitions of "permitted rent" and "eligible tenant". Council's approval of the requested amendments would bring maximum rent rates

and income thresholds into alignment with the rates established within the City's updated LEMR Program framework. Specifically, the amendments would set permitted rent rates at 10 per cent below CMHC average market rents applicable to the City of Richmond, and income thresholds would be set at the point at which annual rents reflect 30 per cent of the gross (before-tax) household income.

- All amendment bylaws include a provision that would allow the LEMR owner to charge LEMR tenants for parking subject to Council's approval of the approach. A report titled 'Referral Response: Charging Fees for Parking Allocated to Low-End Market Rental Units in Transit-Oriented Areas' is being presented on the same agenda and outlines options for parking charges; one of these options is to enable a charge for vehicle parking.
- The amendment for Housing Agreement (23200 Gilley Road) Bylaw No.9955 also includes administrative changes to allow phased occupancy of the two buildings containing LEMR units. The two buildings are expected to be completed approximately six months apart, with each containing a proportional share of LEMR units based on its floor area; the first building to be completed includes eight LEMR units and the second building includes six LEMR units for a total of 14 units.

All of the LEMR units captured by these amendments are currently under construction and, therefore, not tenanted.

Financial Impact

None

Conclusion

The proposed housing agreement amendments align maximum permitted rents and tenant eligibility with the rates and limits endorsed by Council in November, 2024.



Cade Bedford
Planner 2, Affordable Housing
(604-247-4916)

Att. 1: Summary of Housing Agreements Amendments

Attachment 1

Summary of Housing Agreements Amendments

Owner / Beneficial Owner	Address	No. of LEMR units	Construction / Occupancy Status	Operator / Future Owner	Bylaw
Polygon Talistar Homes Ltd	3488 Ketcheson Court	156	Under construction, completion is expected in April 2026	Non-Profit Organization	Housing Agreement (Affordable Housing) (8671, 8731, 8771, 8831/8851 Cambie Road, 8791 Cambie Road and 3600 Sexsmith Road) Bylaw No. 10437
Hamilton Village Limited Partnership	23200 Gilley Road	14	Under construction, completion is expected in June - August 2025	To be purchased by Non-Profit Organization	Housing Agreement (23200 Gilley Road) Bylaw No.9955
Luxe Richmond Nominee Ltd	5593 No 3 Road	20	Under construction, completion is expected in June 2025	To be appointed by owner	Housing Agreement (5591, 5631, 5651 and 5671 No. 3 Road) Bylaw No. 10057



**Housing Agreement (Affordable Housing)
(8671, 8731, 8771, 8831/8851 Cambie Road, 8791 Cambie Road and
3600 Sexsmith Road) Bylaw No. 10437,
Amendment Bylaw No. 10633**

The Council of the City of Richmond enacts as follows:

1. **Housing Agreement (Affordable Housing) (8671, 8731, 8771, 8831/8851 Cambie Road, 8791 Cambie Road and 3600 Sexsmith Road) Bylaw No. 10437** is hereby amended by deleting Schedule A thereto and replacing it with Schedule 1 to this Bylaw.
2. This Bylaw is cited as **“Housing Agreement (Affordable Housing) (8671, 8731, 8771, 8831/8851 Cambie Road, 8791 Cambie Road and 3600 Sexsmith Road) Bylaw No. 10437, Amendment Bylaw No. 10633”**.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

CITY OF RICHMOND
APPROVED for content by originating Division <i>CHB</i>
APPROVED for legality by Solicitor <i>LA</i>

Schedule 1 to Bylaw 10633

SCHEDULE A

**To Housing Agreement (8671, 8731, 8771, 8831/8851 Cambie Road, 8791 Cambie Road and
3600 Sexsmith Road) Bylaw No. 10437**

**HOUSING AGREEMENT BETWEEN POLYGON TALISTAR HOMES LTD. AND THE
CITY OF RICHMOND**

AMENDED AND RESTATED AFFORDABLE HOUSING AGREEMENT
(Section 483 *Local Government Act*)

THIS AGREEMENT is dated for reference 14th day of April, 2025.

BETWEEN:

POLYGON TALISTAR HOMES LTD. (Inc. No. BC1167752),
a corporation pursuant to the *Business Corporations Act* and
having an address at 900 - 1333 West Broadway, Vancouver,
British Columbia, V6H 4C2

(the “**Owner**”)

AND:

CITY OF RICHMOND, a municipal corporation pursuant to the
Local Government Act and having its offices at 6911 No. 3 Road,
Richmond, British Columbia, V6Y 2C1

(the “**City**”)

WHEREAS:

- A. Capitalized terms used in these Recitals and in this Agreement shall have the meanings ascribed in Section 1.1;
- B. Section 483 of the *Local Government Act* permits the City to enter into and, by legal notation on title, note on title to lands, housing agreements which may include, without limitation, conditions in respect to the form of tenure of housing units, availability of housing units to classes of persons, administration of housing units and rent which may be charged for housing units;
- C. The Owner is the owner of the Lands;
- D. The Owner and the City entered into a Housing Agreement dated for reference March 13th, 2023 (the “**Original Agreement**”) to provide for affordable housing, pursuant to the Affordable Housing Strategy, on the Lands, which was approved by Council for the City under Housing Agreement Bylaw No. 10437; and
- E. The Owner and the City have agreed to amend the Original Agreement and accordingly wish to enter into this amended and restated Agreement to provide for affordable housing on the terms and conditions set out in this Agreement,

Amended and Restated Affordable Housing Agreement (Section 483 *Local Government Act*)
8671, 8731, 8771, 8791, 8831/8851 Cambie Road and 3600 Sexsmith Road
Polygon Talistar Homes Ltd. – Talistar
Housing Agreement Bylaw No. 10437 and Amendment Bylaw No. 10633
Lot 1 Affordable Housing Units

NOW THEREFORE in consideration of \$10.00 and other good and valuable consideration (the receipt and sufficiency of which is acknowledged by both parties), and in consideration of the promises exchanged below, the Owner and the City covenant and agree as follows:

ARTICLE 1 DEFINITIONS AND INTERPRETATION

1.1 In this Agreement the following words have the following meanings:

- (a) **"Affordable Housing Parking"** means parking allocated for the exclusive use of any Affordable Housing Unit (pursuant to the Housing Covenant);
- (b) **"Affordable Housing Unit"** means a Dwelling Unit or Dwelling Units located or to be located on the Lands and designated as such in accordance with a Building Permit and/or Development Permit issued by the City and/or, if applicable, in accordance with any rezoning consideration applicable to the development on the Lands, or portion thereof, and includes, without limiting the generality of the foregoing, the Dwelling Units located or to be located on the Lands charged by this Agreement;
- (c) **"Agreement"** means this agreement together with all schedules, attachments and priority agreements attached hereto;
- (d) **"Building"** means any building constructed, or to be constructed, on the Lands or any Lot, or a portion thereof, including each air space parcel into which the Lands or any Lot or any part thereof may be Subdivided from time to time. For greater certainty, each air space parcel and the remainder parcel will be a Building for the purpose of this Agreement;
- (e) **"Building Permit"** means a building permit authorizing construction on the Lands or any Lot or any portion(s) thereof;
- (f) **"CCAP"** means the City of Richmond City Centre Area Plan, as may be amended or replaced from time to time;
- (g) **"City"** means the City of Richmond;
- (h) **"City Solicitor"** means the individual appointed from time to time to be the City Solicitor of the Law Division of the City, or his or her designate;
- (i) **"CMHC"** means the Canada Mortgage and Housing Corporation or its successor in function;
- (j) **"CMHC Average Rental Rates"** means the most recent CMHC average market rent per month, reported through the annual CMHC Rental Market Survey, for the

Amended and Restated Affordable Housing Agreement (Section 483 *Local Government Act*)
8671, 8731, 8771, 8791, 8831/8851 Cambie Road and 3600 Sexsmith Road
Polygon Talistar Homes Ltd. – Talistar
Housing Agreement Bylaw No. 10437 and
Amendment Bylaw No. 10633
Lot 1 Affordable Housing Units

City of Richmond and applicable to the unit type and number of bedrooms, based on the rates available at the time a Tenant enters into a Tenancy Agreement, provided that if the number of bedrooms in a unit exceeds three, then such CMHC average market rent applicable to "3 Bedroom +" shall apply;"

- (k) **"Common Amenities"** means all indoor and outdoor areas, recreational facilities and amenities that are provided for residents of the Building in which the Affordable Housing Units are located, as required by the OCP, CCAP, Rezoning and any applicable Development Permit, and as determined and designated pursuant to the Rezoning and any applicable Development Permit processes, including without limitation visitor parking, the required affordable housing parking, loading bays, and electric vehicle and bicycle charging stations, bicycle storage, and related access routes;
- (l) **"CPI"** means the All-Items Consumer Price Index for Vancouver, B.C. published from time to time by Statistics Canada, or its successor in function;
- (m) **"Daily Amount"** means \$100.00 per day as of January 1, 2009 adjusted annually thereafter by adding thereto an amount calculated by multiplying \$100.00 by the percentage change in the CPI since January 1, 2009, to January 1 of the year that a written notice is delivered to the Owner by the City pursuant to section 6.1 of this Agreement. In the absence of obvious error or mistake, any calculation by the City of the Daily Amount in any particular year shall be final and conclusive;
- (n) **"Development"** means the mixed-use, mid-rise and high-rise development to be constructed on the Lots;
- (o) **"Development Permit"** means a development permit authorizing development on the Lands or any Lot, or any portion(s) thereof;
- (p) **"Director, Housing Office"** means the individual appointed to be the Director, Housing Office from time to time of the Housing Office of the City and his or her designate;
- (q) **"Dwelling Unit"** means a residential dwelling unit or units located or to be located on the Lands or any Lot whether those dwelling units are lots, strata lots or parcels, or parts or portions thereof, and includes single family detached dwellings, duplexes, townhouses, auxiliary residential dwelling units, rental apartments and strata lots in a building strata plan and includes, where the context permits, an Affordable Housing Unit;
- (r) **"Eligible Tenant"** means a Family having a cumulative gross annual income equal to or less than the amount calculated, from time to time, by the following formula:

Amended and Restated Affordable Housing Agreement (Section 483 *Local Government Act*)
 8671, 8731, 8771, 8791, 8831/8851 Cambie Road and 3600 Sexsmith Road
 Polygon Talistar Homes Ltd. – Talistar
 Housing Agreement Bylaw No. 10437 and
 Amendment Bylaw No. 10633
 Lot 1 Affordable Housing Units

- (i) 90% of the then current CMHC Average Rental Rate for the applicable number of bedrooms and unit type, multiplied by 12 and then divided by 0.30,

provided however that:

- (ii) if there is a decrease in such then current CMHC Average Market Rental Rate following the commencement of a tenancy of an Affordable Housing Unit by such Family, such cumulative gross annual income for such Family shall be the cumulative gross annual income for such Family for the immediately preceding calendar year, adjusted on January 1st of the then current calendar year, by a percentage equal to the percentage of the increase in the CPI for the period January 1 to December 31 of the immediately preceding calendar year, provided that if there is a decrease in the CPI for the period January 1 to December 31 of the immediately preceding calendar year, the cumulative gross annual income for the subsequent year shall remain unchanged from the previous year; and
 - (iii) in the absence of obvious error or mistake, any calculation by the City of an Eligible Tenant's permitted cumulative gross annual income in any particular year shall be final and conclusive;
- (s) **"Family"** means:
- (i) a person;
 - (ii) two or more persons related by blood, marriage or adoption; or
 - (iii) a group of not more than 6 persons who are not related by blood, marriage or adoption
- (t) **"GST"** means the Goods and Services Tax levied pursuant to the Excise Tax Act, R.S.C., 1985, c. E-15, as may be replaced or amended from time to time;
- (u) **"Housing Covenant"** means the agreements, covenants and charges granted by the Owner to the City (which includes covenants pursuant to section 219 of the Land Title Act) charging the Lands or a Lot or parts thereof from time to time, in respect to the use and transfer of the Affordable Housing Units located or to be located on the Lands or parts thereof;
- (v) **"Interpretation Act"** means the *Interpretation Act*, R.S.B.C. 1996, Chapter 238, together with all amendments thereto and replacements thereof;
- (w) **"Land Title Act"** means the *Land Title Act*, R.S.B.C. 1996, Chapter 250, together with all amendments thereto and replacements thereof;

- (x) **“Lands”** means those lands and premises legally described as PID: 031-966-039, Lot 1 Section 27 and 28 Block 5 North Range 6 West New Westminster District Plan EPP120534, and which are generally referred to in connection with the Rezoning as the “South Lot”, as may be further Subdivided from time to time, and including a Building or a portion of a Building;
- (y) **“Local Government Act”** means the *Local Government Act*, R.S.B.C. 2015, Chapter 1, together with all amendments thereto and replacements thereof;
- (z) **“Lot 2”** means those lands and premises legally described as PID: 031-966-080, Lot 2 Section 27 and 28 Block 5 North Range 6 West New Westminster District Plan EPP120534, and which are generally referred to in connection with the Rezoning as the “East Lot”, as may be further Subdivided from time to time, and including a Building or a portion of a Building;
- (aa) **“Lot 3”** means those lands and premises legally described as PID: 031-966-098, Lot 3 Section 28 Block 5 North Range 6 West New Westminster District Plan EPP120534, and which are generally referred to in connection with the Rezoning as the “West Lot”, as may be further Subdivided from time to time, and including a Building or a portion of a Building;
- (bb) **“Lot 4”** means those lands and premises legally described as PID: 031-966-136, Lot 4 Section 28 Block 5 North Range 6 West New Westminster District Plan EPP120534, and which are generally referred to in connection with the Rezoning as the “Central Lot”, as may be further Subdivided from time to time, and including a Building or a portion of a Building;
- (cc) **“Lots”** means, collectively, the Lands, Lot 2, Lot 3 or Lot 4 and **“Lot”** means any one of them;
- (dd) **“LTO”** means the New Westminster Land Title Office or its successor;
- (ee) **“OCP”** means the City of Richmond Official Community Plan Bylaw No. 7100, as may be amended or replaced from time to time;
- (ff) **“Owner”** means the party described on page 1 of this Agreement as the Owner and any subsequent owner of the Lands or of any part into which the Lands are Subdivided, and includes any person who is a registered owner in fee simple of an Affordable Housing Unit from time to time;
- (gg) **“Permitted Rent”** means no greater than:
 - (i) an amount which does not exceed 90% of the then current CMHC Average Rental Rate, as of the time an Eligible Tenant enters into a Tenancy Agreement,

provided that:

- (ii) such amount may be adjusted by the maximum percentage rental increase permitted by the *Residential Tenancy Act* independent of any exemption status of the Owner (i.e. non-profit housing society) during the period of time that the applicable Affordable Housing Unit is occupied by the Eligible Tenant under the Tenancy Agreement; and
- (iii) in the absence of obvious error or mistake, any calculation by the City of the Permitted Rent in any particular year shall be final and conclusive;
- (hh) “**Real Estate Development Marketing Act**” means the *Real Estate Development Marketing Act*, S.B.C. 2004, Chapter 41, together with all amendments thereto and replacements thereof;
- (ii) “**Residential Tenancy Act**” means the *Residential Tenancy Act*, S.B.C. 2002, Chapter 78, together with all amendments thereto and replacements thereof;
- (jj) “**Residential Tenancy Regulation**” means the Residential Tenancy Regulation, B.C. Reg. 477/2003, together with all amendments thereto and replacements thereof;
- (kk) “**Rezoning**” means the rezoning of the parent parcel to the Lots pursuant to the rezoning application made by the Owner under number RZ 18-836123;
- (ll) “**Strata Property Act**” means the *Strata Property Act* S.B.C. 1998, Chapter 43, together with all amendments thereto and replacements thereof;
- (mm) “**Subdivide**” means to divide, apportion, consolidate or subdivide the Lands or a Lot, or the ownership or right to possession or occupation of the Lands or a Lot into two or more lots, strata lots, parcels, parts, portions or shares, whether by plan, descriptive words or otherwise, under the *Land Title Act*, the *Strata Property Act*, or otherwise, and includes the creation, conversion, organization or development of “cooperative interests” or “shared interest in land” as defined in the *Real Estate Development Marketing Act*;
- (nn) “**Tenancy Agreement**” means a tenancy agreement, lease, license or other agreement granting rights to occupy an Affordable Housing Unit; and
- (oo) “**Tenant**” means an occupant of an Affordable Housing Unit by way of a Tenancy Agreement.

1.2 In this Agreement:

- (a) reference to the singular includes a reference to the plural, and *vice versa*, unless the context requires otherwise;
- (b) article and section headings have been inserted for ease of reference only and are not to be used in interpreting this Agreement;
- (c) if a word or expression is defined in this Agreement, other parts of speech and grammatical forms of the same word or expression have corresponding meanings;
- (d) reference to any enactment includes any regulations, orders or directives made under the authority of that enactment;
- (e) any reference to any enactment is to the enactment in force on the date the Owner signs this Agreement, and to subsequent amendments to or replacements of the enactment;
- (f) the provisions of section 25 of the *Interpretation Act* with respect to the calculation of time apply;
- (g) time is of the essence;
- (h) all provisions are to be interpreted as always speaking;
- (i) reference to a “party” is a reference to a party to this Agreement and to that party’s respective successors, assigns, trustees, administrators and receivers. Wherever the context so requires, reference to a “party” also includes an Eligible Tenant, agent, officer and invitee of the party;
- (j) reference to a “day”, “month”, “quarter” or “year” is a reference to a calendar day, calendar month, calendar quarter or calendar year, as the case may be, unless otherwise expressly provided;
- (k) where the word “including” is followed by a list, the contents of the list are not intended to circumscribe the generality of the expression preceding the word “including”; and
- (l) the terms “shall” and “will” are used interchangeably and both will be interpreted to express an obligation. The term “may” will be interpreted to express a permissible action.

ARTICLE 2 USE AND OCCUPANCY OF AFFORDABLE HOUSING UNITS

- 2.1 The Owner agrees that each Affordable Housing Unit may only be used as a permanent residence occupied by one Eligible Tenant at Permitted Rent. An Affordable Housing Unit must not be occupied by the Owner, the Owner's family members (unless the Owner's family members qualify as Eligible Tenants), or any tenant or guest of the Owner, other than an Eligible Tenant. For the purposes of this Article, "permanent residence" means that the Affordable Housing Unit is used as the usual, main, regular, habitual, principal residence, abode or home of the Eligible Tenant.
- 2.2 Within 30 days after receiving notice from the City, the Owner will, in respect of each Affordable Housing Unit, provide to the City a statutory declaration, substantially in the form (with, in the City Solicitor's discretion, such further amendments or additions as deemed necessary) attached as Schedule A, sworn by the Owner, containing all of the information required to complete the statutory declaration. The City may request such statutory declaration in respect to each Affordable Housing Unit no more than once in any calendar year; provided, however, notwithstanding that the Owner may have already provided such statutory declaration in the particular calendar year, the City may request and the Owner shall provide to the City such further statutory declarations as requested by the City in respect to an Affordable Housing Unit if, in the City's absolute determination, the City believes that the Owner is in breach of any of its obligations under this Agreement.
- 2.3 The Owner hereby irrevocably authorizes the City to make such inquiries as it considers necessary in order to confirm that the Owner is complying with this Agreement.
- 2.4 The Owner agrees that notwithstanding that the Owner may otherwise be entitled, the Owner will not:
 - (a) be issued with any Development Permit unless the first Development Permit for the Development includes the Affordable Housing Units;
 - (b) be issued with any Building Permit unless the first Building Permit (excluding for excavation) includes the Affordable Housing Units;
 - (c) occupy, nor permit any person to occupy any Dwelling Unit or any portion of any Building, in part or in whole, constructed on the Lots and the City will not be obligated to permit final or provisional occupancy of any Dwelling Unit or Building constructed on the Lots until all of the following conditions are satisfied:
 - (i) the Affordable Housing Units and related uses and areas have been constructed in accordance with this Agreement, the Housing Covenant, a Development Permit, a Building Permit, and all applicable City bylaws, rules or policies, to the satisfaction of the City;

Amended and Restated Affordable Housing Agreement (Section 483 *Local Government Act*)
8671, 8731, 8771, 8791, 8831/8851 Cambie Road and 3600 Sexsmith Road
Polygon Talistar Homes Ltd. – Talistar
Housing Agreement Bylaw No. 10437 and
Amendment Bylaw No. 10633
Lot 1 Affordable Housing Units

- (ii) the Affordable Housing Units have received final building permit inspection granting provisional or final occupancy of the Affordable Housing Units; and
 - (iii) the Owner is not otherwise in breach of any of its obligations under this Agreement or any other agreement between the City and the Owner in connection with the Affordable Housing Units, any facilities for the use of the Affordable Housing Units, including Common Amenities; and
 - (d) Subdivide the Lands or any part thereof unless all easements, covenants, rights of way and other agreements, to the satisfaction of the Director, Housing Office and the City Solicitor, are in place to secure use of all Common Amenities by the Tenants and any permitted occupants and visitors to the Affordable Housing Units.
- 2.5 Notwithstanding anything to the contrary contained in the *Residential Tenancy Act* or the *Residential Tenancy Regulation*, the Owner will, for so long as the Affordable Housing Units remain located on the Lands, comply with sections 41 [Rent increases], 42 [Timing and notice of rent increases] and 43 [Amount of rent increase] of the *Residential Tenancy Act*, as such sections may be amended or replaced from time to time, with respect to rent increases for Tenants.

ARTICLE 3 DISPOSITION AND ACQUISITION OF AFFORDABLE HOUSING UNITS

- 3.1 The Owner will not permit an Affordable Housing Unit or any Common Amenity assigned for the exclusive use of an Affordable Housing Unit to be subleased, or a Tenancy Agreement to be assigned, except as required under the *Residential Tenancy Act* and provided that for the avoidance of doubt, the Owner shall not exercise any discretion afforded to it under the *Residential Tenancy Act* to consent to any sublease or assignment which would result in the occupation or use of an Affordable Housing Unit or Common Amenity assigned for the exclusive use of an Affordable Housing Unit which is prohibited by or inconsistent with the terms and conditions of this Agreement or which would preclude the Owner from otherwise being able to comply with the terms and conditions of this Agreement.
- 3.2 The Owner will not permit an Affordable Housing Unit to be used for short term rental purposes (being rentals for periods shorter than 30 days), or any other purposes that do not constitute a “permanent residence” of a Tenant or an Eligible Tenant.
- 3.3 If this Agreement encumbers more than one Affordable Housing Unit, the following will apply:
- (a) the Owner will not, without the prior written consent of the City, sell or transfer less than all of the Affordable Housing Units located in one Building in a single

Amended and Restated Affordable Housing Agreement (Section 483 *Local Government Act*)
8671, 8731, 8771, 8791, 8831/8851 Cambie Road and 3600 Sexsmith Road
Polygon Talistar Homes Ltd. – Talistar
Housing Agreement Bylaw No. 10437 and
Amendment Bylaw No. 10633
Lot 1 Affordable Housing Units

or related series of transactions, with the result that when the purchaser or transferee of the Affordable Housing Units becomes the owner, the purchaser or transferee will be the legal and beneficial owner of not less than all of the Affordable Housing Units in the Building;

- (b) the Owner will not Subdivide the Lands in any manner which would result in the Affordable Housing Units being contained within individual strata lots, the Owner acknowledging and agreeing that if that portion of the Lands containing the Affordable Housing Units is subject to Subdivision by a Strata Plan, that the Affordable Housing Units will together form no more than one (1) strata lot;
- (c) if the Development contains one or more air space parcels, each air space parcel and the remainder within each air space plan will be a "Building" for the purpose of this section 3.3; and
- (d) the Lands will not be Subdivided such that one or more Affordable Housing Units form their own air space parcel, separate from other Dwelling Units located or to be located on the Lands, without the prior written consent of the City. For certainty, nothing herein prohibits the Lands from being subdivided such that all of the Affordable Housing Units are contained in a single parcel.

3.4 Subject to the requirements of the *Residential Tenancy Act*, the Owner will ensure that each Tenancy Agreement:

- (a) includes the following provision:

"By entering into this Tenancy Agreement, the Tenant hereby consents and agrees to the collection of the below-listed personal information by the Landlord and/or any operator or manager engaged by the Landlord and the disclosure by the Landlord and/or any operator or manager engaged by the Landlord to the City of Richmond (the "City") and/or the Landlord, as the case may be, of the following personal information which information will be used by the City to verify and ensure compliance by the Owner with the City's strategy, policies and requirements with respect to the provision and administration of affordable housing within the municipality and for no other purpose, each month during the Tenant's occupation of the Affordable Housing Unit:

- (i) a statement of the total, gross annual income once per calendar year from all sources (including employment, disability, retirement, investment, and other) of all members of the Tenant's household who are 18 years of age and over and who reside in the Affordable Housing Unit;
- (ii) number of occupants of the Affordable Housing Unit;

- (iii) number of occupants of the Affordable Housing Unit 18 years of age and under;
 - (iv) number of occupants of the Affordable Housing Unit 55 years of age and over.”;
 - (b) defines the term “Landlord” as the Owner of the Affordable Housing Unit; and
 - (c) includes a provision requiring the Tenant and each permitted occupant of the Affordable Housing Unit to comply with this Agreement.
- 3.5 At all times that this Agreement encumbers the Lots, the Owner shall retain and maintain in place a non-profit organization acceptable to the City to operate and manage all of the Affordable Housing Units in accordance with this Agreement and in accordance with the Housing Covenant. All Affordable Housing Units owned by the Owner must be managed and operated by one non-profit organization.
- Without limiting the foregoing, the non-profit organization retained pursuant to this Section 3.5 must have as one of its prime objectives the operation of affordable housing. At the request of the City, from time to time, the Owner shall deliver to the City a copy the agreement (fully signed and current) with the non-profit organization, to evidence the Owner’s compliance with this Section 3.5.
- 3.6 If the Owner sells or transfers any Affordable Housing Units, the Owner will notify the City Solicitor of the sale or transfer within three (3) days of the effective date of sale or transfer.
- 3.7 The Owner will not rent, lease, license or otherwise permit occupancy of any Affordable Housing Unit except to an Eligible Tenant and except in accordance with the following additional conditions:
- (a) the Affordable Housing Unit will be used or occupied only pursuant to a Tenancy Agreement;
 - (b) the monthly rent payable for the Affordable Housing Unit will not exceed the Permitted Rent applicable to that class of Affordable Housing Unit;
 - (c) the Owner will allow the Tenant and any permitted occupant and visitor to have full access to and use and enjoy all Common Amenities in the Development;
 - (d) the Owner will not require the Tenant or any permitted occupant to pay any of the following:
 - (i) move-in/move-out fees;
 - (ii) strata fees;

Amended and Restated Affordable Housing Agreement (Section 483 *Local Government Act*)
8671, 8731, 8771, 8791, 8831/8851 Cambie Road and 3600 Sexsmith Road
Polygon Talistar Homes Ltd. – Talistar
Housing Agreement Bylaw No. 10437 and
Amendment Bylaw No. 10633
Lot 1 Affordable Housing Units

- (iii) strata property contingency reserve fees;
- (iv) extra charges or fees for use of any Common Amenities, common property, limited common property, or other common areas, facilities or amenities, including without limitation parking, bicycle storage, electric vehicle and bicycle charging stations or related facilities;
- (v) extra charges for the use of sanitary sewer, storm sewer, or water; or
- (vi) property or similar tax;

provided, however, that if either the Affordable Housing Unit is a strata unit and the following costs are not part of strata or similar fees or the Affordable Housing Unit is not part of a strata unit, an Owner may charge the Tenant the Owner's cost, if any, of:

- (vii) providing cable television, telephone, other telecommunications, or electricity fees (including electricity fees and charges associated with the Tenant's use of electrical vehicle and bicycle charging infrastructure) or district energy charges (including for heating, cooling, or domestic hot water heating); and
- (viii) installing electric vehicle charging infrastructure (in excess of that pre-installed by the Owner at the time of construction of the Development), by or on behalf of the Tenant;

and notwithstanding Section 3.7.(d)(iv) as it relates to Affordable Housing Parking, the Owner may require the Tenant or any permitted occupant to pay extra charges for Affordable Housing Parking if:

- (ix) City Council, at its sole discretion, establishes a policy permitting extra monthly or annual parking charges for the use, by tenants or other permitted occupants of low-end market rental housing units, of those parking spaces required to be provided for the exclusive use of low-end market rental housing units pursuant to:
 - (A) the Zoning Bylaw; or
 - (B) agreements, covenants and charges granted to the City (including covenants pursuant to Section 219 of the *Land Title Act*) in respect of, *inter alia*, the construction and use of low-end market rental housing units and parking spaces; and

Amended and Restated Affordable Housing Agreement (Section 483 *Local Government Act*)
 8671, 8731, 8771, 8791, 8831/8851 Cambie Road and 3600 Sexsmith Road
 Polygon Talistar Homes Ltd. – Talistar
 Housing Agreement Bylaw No. 10437 and
 Amendment Bylaw No. 10633
 Lot 1 Affordable Housing Units

- (x) such charges payable are equal to or less than the charges payable by any other occupant of a Dwelling Unit at or below the prevailing market rates for rental properties in the City.

- 3.8 The Owner will attach a copy of this Agreement to every Tenancy Agreement.
- 3.9 The Owner will include in the Tenancy Agreement a clause requiring the Tenant and each permitted occupant of the Affordable Housing Unit to comply with this Agreement; for clarity, the aforesaid will not lessen the Owner's obligations under this Agreement or be deemed a delegation of the Owner's obligations under this Agreement.
- 3.10 The Owner will include in the Tenancy Agreement a clause entitling the Owner to terminate the Tenancy Agreement if:
 - (a) an Affordable Housing Unit is occupied by a person or persons other than an Eligible Tenant;
 - (b) the annual income of an Eligible Tenant rises above the applicable maximum amount specified in the definition of Eligible Tenant in this Agreement;
 - (c) the Affordable Housing Unit is occupied by more than the number of people the City determines can reside in the Affordable Housing Unit given the number and size of bedrooms in the Affordable Housing Unit and in light of any relevant standards set by the City in any bylaws of the City;
 - (d) the Affordable Housing Unit remains vacant for three (3) consecutive months or longer, notwithstanding the timely payment of rent; and/or
 - (e) the Tenant subleases the Affordable Housing Unit or assigns the Tenancy Agreement in whole or in part without consent of the Owner given in accordance with this Agreement,

and in the case of each breach, the Owner hereby agrees with the City to forthwith provide to the Tenant a notice of termination. Except for section 3.10(b) of this Agreement [*Termination of Tenancy Agreement if Annual Income of Tenant rises above amount prescribed in the definition of Eligible Tenant in this Agreement*], the notice of termination shall provide that the termination of the tenancy shall be effective on the date that is the greater of 30 days following the date of the notice of termination and the minimum amount of notice required by the *Residential Tenancy Act*. In respect to section 3.10(b) of this Agreement, termination shall be effective on the day that is six (6) months following the date that the Owner provided the notice of termination to the Tenant.

- 3.11 The Owner will ensure that each Tenancy Agreement identifies all occupants of the applicable Affordable Housing Unit and will include a clause in the Tenancy Agreement stipulating that anyone not identified in the Tenancy Agreement will be prohibited from

residing at the Affordable Housing Unit for more than 30 consecutive days or more than 45 days total in any calendar year.

- 3.12 The Owner will forthwith deliver a certified true copy of any Tenancy Agreement to the City upon demand.
- 3.13 If the Owner has terminated the Tenancy Agreement, then the Owner shall use best efforts to cause the Tenant and all other persons that may be in occupation of the Affordable Housing Unit to vacate the Affordable Housing Unit on or before the effective date of termination.
- 3.14 The Owner shall not impose any age-based restrictions on Tenants of Affordable Housing Units, unless expressly permitted by the City in writing in advance.

ARTICLE 4 DEMOLITION OF AFFORDABLE HOUSING UNIT

- 4.1 The Owner will not demolish an Affordable Housing Unit unless:
 - (a) the Owner has obtained the written opinion of a professional engineer or architect who is at arm's length to the Owner that the Affordable Housing Unit is no longer reasonable or practical to repair or replace any structural component of the Affordable Housing Unit, and the Owner has delivered to the City a copy of the engineer's or architect's report; or
 - (b) the Affordable Housing Unit is damaged or destroyed, to the extent of 40% or more of its value above its foundations, as determined by the City in its sole discretion,

and, in each case, a demolition permit for the Affordable Housing Unit has been issued by the City and the Affordable Housing Unit has been demolished under that permit.

Following demolition, the Owner will use and occupy any replacement Dwelling Unit in compliance with this Agreement and the Housing Covenant both of which will apply to any replacement Dwelling Unit to the same extent and in the same manner as those agreements apply to the original Dwelling Unit, and the Dwelling Unit must be approved by the City as an Affordable Housing Unit in accordance with this Agreement.

ARTICLE 5 STRATA CORPORATION BYLAWS

- 5.1 This Agreement will be binding upon all strata corporations created upon the strata title Subdivision of the Lots or any Subdivided parcel of the Lots or part thereof which contain the Affordable Housing Units.

Amended and Restated Affordable Housing Agreement (Section 483 *Local Government Act*)
8671, 8731, 8771, 8791, 8831/8851 Cambie Road and 3600 Sexsmith Road
Polygon Talistar Homes Ltd. – Talistar
Housing Agreement Bylaw No. 10437 and
Amendment Bylaw No. 10633
Lot 1 Affordable Housing Units

- 5.2 Any strata corporation bylaw which prevents, restricts or abridges the right to use the Affordable Housing Units as rental accommodation, or imposes age-based restrictions on Tenants of Affordable Housing Units, or is otherwise inconsistent with this Agreement, will have no force and effect, unless expressly approved by the City in writing in advance.
- 5.3 No strata corporation shall pass any bylaws preventing, restricting or abridging the use of the Affordable Housing Units as rental accommodation.
- 5.4 No strata corporation shall pass any bylaw or approve any levies which would result in only the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit (and not include all the owners, tenants, or any other permitted occupants of all the strata lots in the applicable strata plan which are not Affordable Housing Units) paying any extra charges or fees for the use of any Common Amenities, common property, limited common property or other common areas, facilities, or indoor or outdoor amenities of the strata corporation.
- 5.5 No strata corporation shall pass any bylaws or approve any levies, charges or fees which would result in the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit paying for the use of parking, bicycle storage, electric vehicle and bicycle charging stations or related facilities contrary to section 3.7(d). Notwithstanding the foregoing, the strata corporation may levy such parking, bicycle storage, electric vehicle and bicycle charging stations or other related facilities charges or fees on all the other owners, tenants, any other permitted occupants or visitors of all the strata lots in the applicable strata plan which are not Affordable Housing Units; provided, however, that the electricity fees, charges or rates for use of electric vehicle and bicycle charging stations are excluded from this provision.
- 5.6 The strata corporation shall not pass any bylaw or make any rule which would restrict the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit from using and enjoying any Common Amenities, common property, limited common property or other common areas, facilities or amenities of the strata corporation except on the same basis that governs the use and enjoyment of these facilities by all the owners, tenants, or any other permitted occupants of all the strata lots in the applicable strata plan which are not Affordable Housing Units.

ARTICLE 6 DEFAULT AND REMEDIES

- 6.1 The Owner agrees that, in addition to any other remedies available to the City under this Agreement or the Housing Covenant or at law or in equity, if:
- (a) an Affordable Housing Unit is used or occupied in breach of this Agreement;
 - (b) an Affordable Housing Unit is rented at a rate in excess of the Permitted Rent;

Amended and Restated Affordable Housing Agreement (Section 483 *Local Government Act*)
8671, 8731, 8771, 8791, 8831/8851 Cambie Road and 3600 Sexsmith Road
Polygon Talistar Homes Ltd. – Talistar
Housing Agreement Bylaw No. 10437 and
Amendment Bylaw No. 10633
Lot 1 Affordable Housing Units

- (c) an Affordable Housing Unit is operated and maintained by an entity that is not a non-profit organization acceptable to the City (as contemplated in Section 3.5); or
- (d) the Owner is otherwise in breach of any of its obligations under this Agreement or the Housing Covenant,

then the Owner will pay the Daily Amount to the City for every day that the breach continues after ten (10) days written notice from the City to the Owner stating the particulars of the breach. For greater certainty, the City is not entitled to give written notice with respect to any breach of the Agreement until any applicable cure period, if any, has expired. The Daily Amount is due and payable five (5) business days following receipt by the Owner of an invoice from the City for the same.

- 6.2 The Owner acknowledges and agrees that a default by the Owner of any of its promises, covenants, representations or warranties set out in the Housing Covenant shall also constitute a default under this Agreement.

ARTICLE 7 MISCELLANEOUS

7.1 Housing Agreement

The Owner acknowledges and agrees that:

- (a) this Agreement includes a housing agreement entered into under section 483 of the *Local Government Act*;
- (b) where an Affordable Housing Unit is a separate legal parcel the City may file notice of this Agreement in the LTO against the title to the Affordable Housing Unit and, in the case of a strata corporation, may note this Agreement on the common property sheet; and
- (c) where the Lots have not yet been Subdivided to create the separate parcels to be charged by this Agreement, the City may file a notice of this Agreement in the LTO against the title to the Lots. If this Agreement is filed in the LTO as a notice under section 483 of the *Local Government Act* prior to the Lots having been Subdivided, then after the Lots are Subdivided and after partial or final occupancy has been granted for all Affordable Housing Units, this Agreement will secure only the legal parcels which contain the Affordable Housing Units.

The City will partially discharge this Agreement accordingly, provided however that:

Amended and Restated Affordable Housing Agreement (Section 483 *Local Government Act*)
8671, 8731, 8771, 8791, 8831/8851 Cambie Road and 3600 Sexsmith Road
Polygon Talistar Homes Ltd. – Talistar
Housing Agreement Bylaw No. 10437 and
Amendment Bylaw No. 10633
Lot 1 Affordable Housing Units

- (i) the City has no obligation to execute such discharge until a written request therefor from the Owners is received by the City, which request includes the registrable form of discharge;
- (ii) the cost of the preparation of the aforesaid discharge, and the cost of registration of the same in the LTO is paid by the Owners;
- (iii) the City has a reasonable time within which to execute the discharge and return the same to the Owners for registration; and
- (iv) the Owners acknowledge that such discharge is without prejudice to the indemnity and release set forth in sections 7.5 and 7.6.

The Owner acknowledges and agrees that notwithstanding a partial discharge of this Agreement, this Agreement will be and remain in full force and effect and, but for the partial discharge, otherwise unamended.

7.2 No Compensation

The Owner acknowledges and agrees that no compensation is payable, and the Owner is not entitled to and will not claim any compensation from the City, for any decrease in the market value of the Lots or for any obligations on the part of the Owner and its successors in title which at any time may result directly or indirectly from the operation of this Agreement.

7.3 Modification

Subject to section 7.1 of this Agreement, this Agreement may be modified or amended from time to time, by consent of the Owner and a bylaw duly passed by the Council of the City and thereafter if it is signed by the City and the Owner.

7.4 Management

The Owner covenants and agrees that it will furnish good and efficient management of the Affordable Housing Units and will permit representatives of the City to inspect the Affordable Housing Units at any reasonable time, subject to the notice provisions in the *Residential Tenancy Act*. The Owner further covenants and agrees that it will maintain the Affordable Housing Units in a good state of repair and fit for habitation and will comply with all laws, including health and safety standards applicable to the Lots, at no cost or charge to the Tenant.

The Owner further covenants and agrees that it will vote:

- (a) as owner of the Affordable Housing Units, in any applicable annual general meetings or special general meetings of a strata corporation; and

Amended and Restated Affordable Housing Agreement (Section 483 *Local Government Act*)
 8671, 8731, 8771, 8791, 8831/8851 Cambie Road and 3600 Sexsmith Road
 Polygon Talistar Homes Ltd. – Talistar
 Housing Agreement Bylaw No. 10437 and
 Amendment Bylaw No. 10633
 Lot 1 Affordable Housing Units

- (b) as owner of any air space parcel containing the Affordable Housing Units at any applicable meetings of the owners of other Subdivided parcels of the Lots or part thereof,

to ensure that the Common Amenities are maintained in a good state of repair by the strata corporation which includes the Affordable Housing Units and any of the Common Amenities, and the owner of the applicable air space parcel or remainder parcel which includes any of the Common Amenities, as applicable.

Notwithstanding the foregoing, the Owner acknowledges and agrees that the City, in its absolute discretion, may require the Owner, at the Owner's expense, to hire a person or company with the skill and expertise to manage the Affordable Housing Units.

7.5 Indemnity

The Owner will indemnify and save harmless the City and each of its elected officials, officers, directors, and agents, and their heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands, actions, loss, damage, costs and liabilities, which all or any of them will or may be liable for or suffer or incur or be put to by reason of or arising out of:

- (a) any negligent act or omission of the Owner, or its officers, directors, agents, contractors or other persons for whom at law the Owner is responsible relating to this Agreement;
- (b) the City refusing to issue a Development Permit, Building Permit or refusing to permit occupancy of any Building, or any portion thereof, constructed on the Lots, arising out of or in connection, directly or indirectly, or that would not or could not have occurred "but for" this Agreement;
- (c) the construction, maintenance, repair, ownership, lease, license, operation, management or financing of the Lots or any Affordable Housing Unit or the enforcement of any Tenancy Agreement; and/or
- (d) without limitation, any legal or equitable wrong on the part of the Owner or any breach of this Agreement by the Owner.

7.6 Release

The Owner hereby releases and forever discharges the City and each of its elected officials, officers, directors, and agents, and its and their heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands, damages, actions, or causes of action by reason of or arising out of or which would or could not occur but for the:

Amended and Restated Affordable Housing Agreement (Section 483 *Local Government Act*)
 8671, 8731, 8771, 8791, 8831/8851 Cambie Road and 3600 Sexsmith Road
 Polygon Talistar Homes Ltd. – Talistar
 Housing Agreement Bylaw No. 10437 and
 Amendment Bylaw No. 10633
 Lot 1 Affordable Housing Units

- (a) construction, maintenance, repair, ownership, lease, license, operation or management of the Lots or any Affordable Housing Unit under this Agreement;
- (b) the City refusing to issue a Development Permit, Building Permit or refusing to permit occupancy of any Building, or any portion thereof, constructed on the Lots arising out of or in connection, directly or indirectly, or that would not or could not have occurred “but for” this Agreement; and/or
- (c) the exercise by the City of any of its rights under this Agreement or an enactment.

7.7 Survival

The obligations of the Owner set out in this Agreement, including but not limited to sections 7.5 and 7.6 above, will survive termination or discharge of this Agreement.

7.8 Priority

The Owner will do everything necessary, at the Owner’s expense, to ensure that this Agreement, if required by the City Solicitor, will be noted against title to the Lots in priority to all financial charges and encumbrances which may have been registered or are pending registration against title to the Lots save and except those specifically approved in advance in writing by the City Solicitor or in favour of the City, and that a notice under section 483(5) of the *Local Government Act* will be filed on the title to the Lots.

7.9 City’s Powers Unaffected

This Agreement does not:

- (a) affect or limit the discretion, rights, duties or powers of the City under any enactment or at common law, including in relation to the use or subdivision of the Lots;
- (b) impose on the City any legal duty or obligation, including any duty of care or contractual or other legal duty or obligation, to enforce this Agreement;
- (c) affect or limit any enactment relating to the use or subdivision of the Lots; or
- (d) relieve the Owner from complying with any enactment, including in relation to the use or subdivision of the Lots.

7.10 Agreement for Benefit of City Only

The Owner and the City agree that:

- (a) this Agreement is entered into only for the benefit of the City;

Amended and Restated Affordable Housing Agreement (Section 483 *Local Government Act*)
8671, 8731, 8771, 8791, 8831/8851 Cambie Road and 3600 Sexsmith Road
Polygon Talistar Homes Ltd. – Talistar
Housing Agreement Bylaw No. 10437 and
Amendment Bylaw No. 10633
Lot 1 Affordable Housing Units

- (b) this Agreement is not intended to protect the interests of the Owner, any Tenant, or any future owner, lessee, occupier or user of the Lots or a Building or any portion thereof, including any Affordable Housing Unit; and
- (c) the City may at any time execute a release and discharge of this Agreement, without liability to anyone for doing so, and without obtaining the consent of the Owner.

7.11 No Public Law Duty

Where the City is required or permitted by this Agreement to form an opinion, exercise a discretion, express satisfaction, make a determination or give its consent, the Owner agrees that the City is under no public law duty of fairness or natural justice in that regard and agrees that the City may do any of those things in the same manner as if it were a private party and not a public body.

7.12 Notice

Any notice required to be served or given to a party herein pursuant to this Agreement will be sufficiently served or given if delivered, to the postal address of the Owner set out in the records at the LTO, and in the case of the City addressed:

To: Clerk, City of Richmond
6911 No. 3 Road
Richmond, BC V6Y 2C1

Copy to: City Solicitor, and the Director, Housing Office

or to the most recent postal address provided in a written notice given by each of the parties to the other. Any notice which is delivered is to be considered to have been given on the first day after it is dispatched for delivery.

7.13 Enuring Effect

This Agreement will extend to and be binding upon and enure to the benefit of the parties hereto and their respective successors and permitted assigns.

7.14 Severability

If any provision of this Agreement is found to be invalid or unenforceable, such provision or any part thereof will be severed from this Agreement and the resultant remainder of this Agreement will remain in full force and effect.

7.15 Waiver

All remedies of the City will be cumulative and may be exercised by the City in any order or concurrently in case of any breach and each remedy may be exercised any number of times with respect to each breach. Waiver of or delay in the City exercising any or all remedies will not prevent the later exercise of any remedy for the same breach or any similar or different breach.

7.16 Sole Agreement

This Agreement, and any documents signed by the Owners contemplated by this Agreement (including, without limitation, the Housing Covenant), represent the whole agreement between the City and the Owner respecting the use and occupation of the Affordable Housing Units, and there are no warranties, representations, conditions or collateral agreements made by the City except as set forth in this Agreement. In the event of any conflict between this Agreement and the Housing Covenant, this Agreement shall, to the extent necessary to resolve such conflict, prevail.

7.17 Further Assurance

Upon request by the City the Owner will forthwith do such acts and execute such documents as may be reasonably necessary in the opinion of the City to give effect to this Agreement.

7.18 Covenant Runs with the Lots

This Agreement burdens and runs with the Lots and every parcel into which it is Subdivided in perpetuity. All of the covenants and agreements contained in this Agreement are made by the Owner for itself, its personal administrators, successors and assigns, and all persons who after the date of this Agreement, acquire an interest in the Lots.

7.19 Equitable Remedies

The Owner acknowledges and agrees that damages would be an inadequate remedy for the City for any breach of this Agreement and that the public interest strongly favours specific performance, injunctive relief (mandatory or otherwise), or other equitable relief, as the only adequate remedy for a default under this Agreement.

7.20 No Joint Venture

Nothing in this Agreement will constitute the Owner as the agent, joint venturer, or partner of the City or give the Owner any authority to bind the City in any way.

7.21 Applicable Law

Unless the context otherwise requires, the laws of British Columbia (including, without limitation, the *Residential Tenancy Act*) will apply to this Agreement and all statutes referred to herein are enactments of the Province of British Columbia.

7.22 Deed and Contract

By executing and delivering this Agreement the Owner intends to create both a contract and a deed executed and delivered under seal.

7.23 Joint and Several

If the Owner is comprised of more than one person, firm or body corporate, then the covenants, agreements and obligations of the Owner shall be joint and several.

7.24 Limitation on Owner's Obligations

The Owner is only liable for breaches of this Agreement that occur while the Owner is the registered owner of the Lots, or parts thereof, provided however that notwithstanding that the Owner is no longer the registered owner of the Lots, or parts thereof, the Owner will remain liable for breaches of this Agreement that occurred while the Owner was the registered owner of the Lots, or parts thereof. For the avoidance of doubt, the Owner shall only be liable for breaches of this Agreement as registered owner of those portions of the Lots from which this Agreement has not been discharged in accordance with and subject to section 7.1(c).

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above written.

POLYGON TALISTAR HOMES LTD. (Inc. No. BC1167752)

by its authorized signatory(ies):

Per: 
Name: **G. SCOTT BALDWIN**
Per: 
ROBERT BRUNO

Name:

CITY OF RICHMOND

by its authorized signatory(ies):

Per: _____
Malcolm D. Brodie, Mayor

Per: _____
Claudia Jesson, Corporate Officer

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

Amended and Restated Affordable Housing Agreement (Section 483 *Local Government Act*)
8671, 8731, 8771, 8791, 8831/8851 Cambie Road and 3600 Sexsmith Road
Polygon Talistar Homes Ltd. – Talistar
Housing Agreement Bylaw No. 10437 and
Amendment Bylaw No. 10633
Lot 1 Affordable Housing Units

Schedule A to Affordable Housing Agreement

**STATUTORY DECLARATION
(Affordable Housing Units)**

)	IN THE MATTER OF Unit Nos. _____ - _____
CANADA)	(collectively, the " Affordable Housing Units ") located
)	at
PROVINCE)	_____
OF)	(<i>street address</i>), British Columbia, and Housing
BRITISH)	Agreement dated _____, 20____ (the
COLUMBIA)	" Housing Agreement ") between
TO WIT:)	_____ and
)	the City of Richmond (the " City ")

I, _____ (*full name*),

of _____ (*address*) in the Province

of British Columbia, DO SOLEMNLY DECLARE that:

1. I am the registered owner (the "**Owner**") of the Affordable Housing Units;
or,
I am a director, officer, or an authorized signatory of the Owner and I have personal knowledge of the matters set out herein;
2. This declaration is made pursuant to the terms of the Housing Agreement in respect of the Affordable Housing Units for each of the 12 months for the period from January 1, 20____ to December 31, 20____ (the "**Period**");
3. To the best of my knowledge, continuously throughout the Period:
 - a) the Affordable Housing Units, if occupied, were occupied only by Eligible Tenants (as defined in the Housing Agreement); and
 - b) the Owner of the Affordable Housing Units complied with the Owner's obligations under the Housing Agreement and any housing covenant(s)

Amended and Restated Affordable Housing Agreement (Section 483 *Local Government Act*)
8671, 8731, 8771, 8791, 8831/8851 Cambie Road and 3600 Sexsmith Road
Polygon Talistar Homes Ltd. – Talistar
Housing Agreement Bylaw No. 10437 and
Amendment Bylaw No. 10633
Lot 1 Affordable Housing Units

- And I make this solemn declaration, conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the *Canada Evidence Act*.

in the Province of British Columbia,
Canada, this _____ day of
_____, 20

**A Notary Public and a Commissioner
for taking Affidavits in and for the
Province of British Columbia**

(Signature of Declarant)
Name:

Declarations should be signed, stamped, and dated and witnessed by a lawyer, notary public, or commissioner for taking affidavits.

Amended and Restated Affordable Housing Agreement (Section 483 *Local Government Act*)
8671, 8731, 8771, 8791, 8831/8851 Cambie Road and 3600 Sexsmith Road
Polygon Talistar Homes Ltd. – Talistar
Housing Agreement Bylaw No. 10437 and
Amendment Bylaw No. 10633
Lot 1 Affordable Housing Units

APPENDIX A

Building Name:		Building Address:		Property Manager Name:		Property Manager Phone Number:										
Property Management Company:		Property Manager Email:		Fees Collected (For any fees charged, provide details and explanation regarding the fees to the City together with the Statutory Declaration.)												
Unit and Household Information								Income and Rent				Fees Collected (For any fees charged, provide details and explanation regarding the fees to the City together with the Statutory Declaration.)				
Row #	Unit #	Unit Type (Studio, 1 Bed, 2 Bed, 3 Bed)	Number of Occupants (#)	Related to Owner (Yes/No) (Provide one response per occupant)	Total Number of Occupants 18 years and Under (#)	Total Number of Occupants 55 years and Over (#)	Starting Year of Tenancy	Before-Tax Total Income(s) (if Occupant is 18+ years) (Provide one response per occupant)	Income Verification Received (Yes/No) (Provide one response per occupant)	Before-Tax Total Income of All Occupants 18+	Rent (\$/Month)	Parking Fees	Move-In/Move-out Fees	Storage Fees	Amenity Usage Fees	Other Tenant Fees
0	EXAMPLE ONLY - 101	3 BR	4	No	1	1	2022	\$31,049	Yes	\$61,638	\$1,611.19	\$	\$	\$	\$	\$
				No				\$22,764	Yes							
				No				\$0	Yes							
				No				\$7,825	Yes							
1																
2																
3																
4																
5																
6																

Amended and Restated Affordable Housing Agreement (Section 483 Local Government Act)
 8671, 8731, 8771, 8791, 8831/8851 Cambie Road and 3600 Sexsmith Road
 Polygon Talistar Homes Ltd. – Talistar
 Housing Agreement Bylaw No. 10437 and Amendment Bylaw No. 10633
 Lot 1 Affordable Housing Units

PRIORITY AGREEMENT

NATIONAL BANK OF CANADA (the "Chargeholder") is the holder of Mortgages and Assignments of Rents (and any related extensions thereof):

- (i) Mortgage CB1694884,
- (ii) Assignment of Rents CB1694885,
- (iii) Mortgage CB1694886, and
- (iv) Assignment of Rents CB1694887,

registered in the LTO (collectively, the "Bank Charges") against title to the Lands. Words capitalized in this priority agreement, not otherwise defined herein, have the meaning ascribed to them in the agreement to which this priority agreement is attached (the "Housing Agreement").

The Chargeholder, being the holder of the Bank Charges, by signing below, in consideration of the payment of Ten Dollars (\$10.00) and other good and valuable consideration (the receipt and sufficiency of which is hereby acknowledged and agreed to by the Chargeholder), hereby consents to the granting of the covenants in the Housing Agreement by the Owner and hereby covenants that the Housing Agreement shall rank in priority upon the Lands over the Bank Charges as if the Housing Agreement had been signed, sealed and delivered and noted on title to the Lands prior to the Bank Charges and prior to the advance of any monies pursuant to the Bank Charges. The grant of priority is irrevocable, unqualified and without reservation or limitation.

NATIONAL BANK OF CANADA

by its authorized signatory(ies):

Per: Charul Chandra
Name: CHARUL CHANDRA
DIRECTOR, NBC, REAL
ESTATE FINANCE

Per: _____
Name:

Amended and Restated Affordable Housing Agreement (Section 483 Local Government Act)
8671, 8731, 8771, 8791, 8831/8851 Cambie Road and 3600 Sexsmith Road
Polygon Talistar Homes Ltd. – Talistar
Housing Agreement Bylaw No. 10437 and
Amendment Bylaw No. 10633
Lot 1 Affordable Housing Units

PRIORITY AGREEMENT

ROYAL BANK OF CANADA (the "Chargeholder") is the holder of Mortgages and Assignments of Rents (and any related extensions thereof):

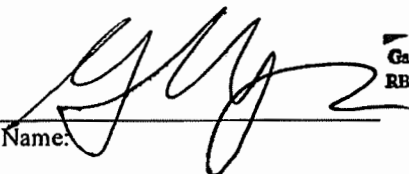
- (v) Mortgage CA6831107,
- (vi) Assignment of Rents CA6831108,
- (vii) Mortgage CB1276298,
- (viii) Assignment of Rents CB1275299,
- (ix) Mortgage CB1430445, and
- (x) Assignment of Rents CB1430446,

registered in the LTO (collectively, the "Bank Charges") against title to, in respect of Mortgages CA6831107 and CB1430445 and Assignments of Rent CA6831108 and CB1430446, Lot 2 and Lot 3, and in respect of Mortgage CB1276298 and Assignment of Rents CB1275299, Lot 4. Words capitalized in this priority agreement, not otherwise defined herein, have the meaning ascribed to them in the agreement to which this priority agreement is attached (the "Housing Agreement").

The Chargeholder, being the holder of the Bank Charges, by signing below, in consideration of the payment of Ten Dollars (\$10.00) and other good and valuable consideration (the receipt and sufficiency of which is hereby acknowledged and agreed to by the Chargeholder), hereby consents to the granting of the covenants in the Housing Agreement by the Owner and hereby covenants that the Housing Agreement shall rank in priority upon Lot 2, Lot 3 and Lot 4 over the Bank Charges as if the Housing Agreement had been signed, sealed and delivered and noted on title to Lot 2, Lot 3 and Lot 4 prior to the Bank Charges and prior to the advance of any monies pursuant to the Bank Charges. The grant of priority is irrevocable, unqualified and without reservation or limitation.

ROYAL BANK OF CANADA

by its authorized signatory(ies):

Per:  **Gary Katayama-Director**
RBC Real Estate Markets

Per: _____
Name: _____

Amended and Restated Affordable Housing Agreement (Section 483 *Local Government Act*)
8671, 8731, 8771, 8791, 8831/8851 Cambie Road and 3600 Sexsmith Road
Polygon Talistar Homes Ltd. – Talistar
Housing Agreement Bylaw No. 10437 and
Amendment Bylaw No. 10633
Lot 1 Affordable Housing Units

PRIORITY AGREEMENT

TRAVELERS INSURANCE COMPANY OF CANADA (the “**Chargeholder**”) is the holder of Mortgages and Assignments of Rents (and any related extensions thereof):

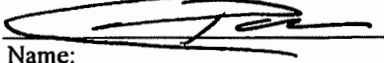
- (xi) Mortgage CB1600101, and
- (xii) Assignment of Rents CB1600102,

registered in the LTO (collectively, the “**Bank Charges**”) against title to Lot 4. Words capitalized in this priority agreement, not otherwise defined herein, have the meaning ascribed to them in the agreement to which this priority agreement is attached (the “**Housing Agreement**”).

The Chargeholder, being the holder of the Bank Charges, by signing below, in consideration of the payment of Ten Dollars (\$10.00) and other good and valuable consideration (the receipt and sufficiency of which is hereby acknowledged and agreed to by the Chargeholder), hereby consents to the granting of the covenants in the Housing Agreement by the Owner and hereby covenants that the Housing Agreement shall rank in priority upon Lot 4 over the Bank Charges as if the Housing Agreement had been signed, sealed and delivered and noted on title to Lot 4 prior to the Bank Charges and prior to the advance of any monies pursuant to the Bank Charges. The grant of priority is irrevocable, unqualified and without reservation or limitation.

TRAVELERS INSURANCE COMPANY OF CANADA

by its authorized signatory(ies):

Per: 
Name:

Chad Palmer
Director - Underwriting

Per: _____
Name:

Amended and Restated Affordable Housing Agreement (Section 483 *Local Government Act*)
8671, 8731, 8771, 8791, 8831/8851 Cambie Road and 3600 Sexsmith Road
Polygon Talistar Homes Ltd. – Talistar
Housing Agreement Bylaw No. 10437 and
Amendment Bylaw No. 10633
Lot 1 Affordable Housing Units



City of
Richmond

Bylaw 10646

**Housing Agreement (23200 Gilley Road) Bylaw No. 9955,
Amendment Bylaw No. 10646**

The Council of the City of Richmond enacts as follows:

1. **Housing Agreement (23200 Gilley Road) Bylaw No. 9955** is hereby amended by deleting Schedule A thereto and replacing it with Schedule 1 to this Bylaw.
2. This Bylaw is cited as **"Housing Agreement (23200 Gilley Road) Bylaw No. 9955, Amendment Bylaw No. 10646"**.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

CITY OF RICHMOND
APPROVED for content by originating Division <i>CHB</i>
APPROVED for legality by Solicitor <i>LA</i>

Schedule 1 to Bylaw 10646

SCHEDULE A

To Housing Agreement (23200 Gilley Road) Bylaw No. 9955

**HOUSING AGREEMENT BETWEEN ELASHI DEVELOPMENTS LTD AND AMANA
DEVELOPMENTS LTD AND THE CITY OF RICHMOND**

**AMENDED AND RESTATED AFFORDABLE HOUSING AGREEMENT
(SECTION 483 LOCAL GOVERNMENT ACT)**

THIS AMENDMENT is dated for reference _____, 2025

BETWEEN:

ELASHI DEVELOPMENTS LTD. (Incorporation No. BC0207849), a company duly incorporated under the laws of the Province of British Columbia and having its registered office at 9837 Waller Court, Richmond, British Columbia, V7E 5S9,
as to an undivided 1/3 interest

and

AMANA DEVELOPMENTS LTD. (Incorporation No. BC0116284), a company duly incorporated under the laws of the Province of British Columbia and having its registered office at 9837 Waller Court, Richmond, British Columbia, V7E 5S9,
as to an undivided 2/3 interest

(together, the “**Owner**”)

AND:

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

(the “**City**”)

WHEREAS:

- A. Capitalized terms used in these Recitals and in this Agreement shall have the meanings ascribed in Section 1.1;
- B. The Owner is the owner of the Lands, which Lands were created from the subdivision of the Parent Parcel;
- C. Section 483 of the *Local Government Act* permits the City to enter into and, by legal notation on title, note on title to lands, housing agreements which may include, without limitation, conditions in respect to the form of tenure of housing units, availability of housing units to classes of persons, administration of housing units and rent which may be charged for housing units;
- D. In connection with the rezoning of the Parent Parcel, the Owner and the City entered into a housing agreement pursuant to Section 483 of the *Local Government Act* and Housing Agreement (23200 Gilley Road) Bylaw No. 9955 to provide for affordable housing on the Parent Parcel, which housing agreement was noted on title to the Parent Parcel under number CA8741674;

- E. The Owner has subdivided the Parent Parcel to create ASP1, ASP2 and the Remainder and has requested the City's consent to permit the occupancy of the Buildings on the Lands on a building-by-building basis, provided the Affordable Housing Units within such Building have received an Occupancy Certificate; and
- F. In connection with the Owner's request described in Recital E above, the Owner and the City have agreed to replace the original housing agreement described in Recital D above with this Agreement on the terms and conditions set out herein,

NOW THEREFORE in consideration of \$10.00 and other good and valuable consideration (the receipt and sufficiency of which is acknowledged by both parties), and in consideration of the promises exchanged below, the Owner and the City covenant and agree as follows:

ARTICLE 1

DEFINITIONS AND INTERPRETATION

1.1 In this Agreement the following words have the following meanings:

- (a) **"Affordable Housing Strategy"** means the Richmond Affordable Housing Strategy approved by the City on March 12, 2018, and containing a number of recommendations, policies, directions, priorities, definitions and annual targets for affordable housing, as may be amended or replaced from time to time;
- (b) **"Affordable Housing Parking"** means parking allocated for the exclusive use of any Affordable Housing Unit (pursuant to the Affordable Housing Parking Covenant);
- (c) **"Affordable Housing Parking Covenant"** means the agreements, covenants and charges granted by the Owner to the City (which includes covenants pursuant to Section 219 of the *Land Title Act*) charging the Remainder from time to time, in respect of the construction, use, transfer and maintenance of parking spaces for the Affordable Housing Units;
- (d) **"Affordable Housing Unit"** means a Dwelling Unit or Dwelling Units located or to be located on the Lands and designated as such in accordance with any Building Permit or Development Permit issued by the City or, if applicable, in accordance with any rezoning consideration applicable to the Development and includes, without limiting the generality of the foregoing, the Dwelling Units located or to be located on the Lands charged by this Agreement;
- (e) **"Agreement"** means this agreement together with all schedules, attachments and priority agreements attached hereto;
- (f) **"ASP1"** means those certain lands and premises situated within the City of Richmond legally described as:

NO PID, Air Space Parcel 1 Section 1 Block 4 North Range 5 West New Westminster District Air Space Plan EPP134895;

- (g) **"ASP2"** means those certain lands and premises situated within the City of Richmond and legally described as:

NO PID, Air Space Parcel 2 Section 1 Block 4 North Range 5 West New Westminster District Air Space Plan EPP134895;

- (h) **"Building"** means any building constructed, or to be constructed, on the Lands, or a portion thereof, including each air space parcel into which the Lands may be Subdivided from time to time. For greater certainty, each air space parcel and remainder will be a Building for the purpose of this Agreement;
- (i) **"Building Permit"** means a building permit authorizing construction on the Lands, or any portion(s) thereof;
- (j) **"City"** means the City of Richmond;
- (k) **"City Solicitor"** means the individual appointed from time to time to be the City Solicitor of the Law Division of the City, or his or her designate;
- (l) **"CMHC"** means the Canada Mortgage and Housing Corporation or its successor in function;
- (m) **"CMHC Average Rental Rates"** means the most recent CMHC average market rent per month, reported through the annual CMHC Rental Market Survey, for the City of Richmond and applicable to the unit type and number of bedrooms, based on the rates available at the time a Tenant enters into a Tenancy Agreement, provided that if the number of bedrooms in a unit exceeds three, then such CMHC average market rent applicable to "3 Bedroom +" shall apply;
- (n) **"Common Amenities"** means, together, the Common Recreational Facilities and the Common Transportation Facilities;
- (o) **"Common Recreational Facilities"** means all common space for the active or passive recreation, cultural and social enjoyment, including indoor and outdoor areas, recreational facilities and amenities, provided for the use of all residential occupants of the Development, including all Tenants, as required by the OCP, any rezoning consideration applicable to the Development, and the Development Permit process, including without limitation fitness facilities, and related access routes;
- (p) **"Common Transportation Facilities"** means all transportation facilities provided for the use of all residential occupants of the Lands, including all Tenants, as required by the OCP, any rezoning consideration applicable to the Development, and the Development Permit process, including without limitation visitor parking, any required affordable housing parking and electric vehicle charging stations, loading bays, bicycle storage and supporting bicycle maintenance facilities and related access routes;
- (q) **"CPI"** means the All-Items Consumer Price Index for Vancouver, British Columbia, published from time to time by Statistics Canada, or its successor in function;

- (r) **“Daily Amount”** means \$100.00 per day as of January 1, 2019 adjusted annually thereafter by adding thereto an amount calculated by multiplying \$100.00 by the percentage change in the CPI since January 1, 2019, to January 1 of the year that a written notice is delivered to the Owner by the City pursuant to Section 6.1 of this Agreement. In the absence of obvious error or mistake, any calculation by the City of the Daily Amount in any particular year shall be final and conclusive;
- (s) **“Development”** means the mixed-use residential and commercial development constructed or to be constructed on, *inter alia*, the Lands;
- (t) **“Development Permit”** means the development permit authorizing the development of, *inter alia*, the Lands, or any portion(s) thereof, and includes Development Permit Application No. DP 18-829286;
- (u) **“Director, Housing Office”** means the City’s Director, Housing Office, and his or her designate;
- (v) **“Dwelling Unit”** means a residential dwelling unit located or to be located on the Lands whether such dwelling unit is a lot, strata lot or parcel, or parts or portions thereof, and includes a single family detached dwelling, duplex, townhouse, auxiliary residential dwelling unit, rental apartment, and strata lot in a building strata plan and includes, where the context permits, an Affordable Housing Unit;
- (w) **“Eligible Tenant”** means a Family having a cumulative gross annual income equal to or less than the amount calculated, from time to time, by the following formula:
 - (i) 90% of the then current CMHC Average Rental Rate for the applicable number of bedrooms and unit type, multiplied by 12 and then divided by 0.30,provided however that:
 - (ii) if there is a decrease in such then current CMHC Average Market Rental Rate following the commencement of a tenancy of an Affordable Housing Unit by such Family, such cumulative gross annual income for such Family shall be the cumulative gross annual income for such Family for the immediately preceding calendar year, adjusted on January 1st of the then current calendar year, by a percentage equal to the percentage of the increase in the CPI for the period January 1 to December 31 of the immediately preceding calendar year, provided that if there is a decrease in the CPI for the period January 1 to December 31 of the immediately preceding calendar year, the cumulative gross annual income for the subsequent year shall remain unchanged from the previous year; and
 - (iii) in the absence of obvious error or mistake, any calculation by the City of an Eligible Tenant’s permitted cumulative gross annual income in any particular year shall be final and conclusive;
- (x) **“Family”** means:

- (i) a person;
 - (ii) two (2) or more persons related by blood, marriage or adoption; or
 - (iii) a group of not more than six (6) persons who are not related by blood, marriage or adoption;
- (y) “**GST**” means the Goods and Services Tax levied pursuant to the *Excise Tax Act*, R.S.C., 1985, c. E-15, as may be replaced or amended from time to time;
- (z) “**Housing Covenant**” means the “Housing Covenant and Rent Charge (Section 219 *Land Title Act*)” agreement, including a Section 219 covenant and a rent charge, granted in favour of the City and registered in the LTO under nos. CA8420913 to CA8420914, as the same may be modified or replaced;
- (aa) “**Interpretation Act**” means the *Interpretation Act*, R.S.B.C. 1996, Chapter 238, together with all amendments thereto and replacements thereof;
- (bb) “**Land Title Act**” means the *Land Title Act*, R.S.B.C. 1996, Chapter 250, together with all amendments thereto and replacements thereof;
- (cc) “**Lands**” means, collectively, ASP1 and ASP2, as may be Subdivided from time to time, and including a Building or a portion of a Building;
- (dd) “**Local Government Act**” means the *Local Government Act*, R.S.B.C. 2015, Chapter 1, together with all amendments thereto and replacements thereof;
- (ee) “**LTO**” means the New Westminster Land Title Office or its successor;
- (ff) “**Occupancy Certificate**” means a certificate issued by a City building inspector permitting occupancy of a Building pursuant to the City’s *Building Regulation Bylaw* 7230, as may be amended or replaced;
- (a) “**OCP**” means together the City of Richmond Official Community Plan Bylaw No. 7100 and Official Community Plan Bylaw No. 9000, as may be amended or replaced from time to time;
- (gg) “**Owner**” means the party described on page 1 of this Agreement as the Owner and any subsequent owner of the Lands or of any part into which the Lands are Subdivided, and includes any person who is a registered owner in fee simple of an Affordable Housing Unit from time to time;
- (hh) “**Parent Parcel**” means those lands and premises formerly situated in the City of Richmond and formerly known and legally described as:

PID: 031-181-767, Lot A Section 1 Block 4 North Range 4 West New Westminster District Plan EPP82427;

- (ii) **"Parking Operator"** means one of (i) the Owner, or (ii) an owner of any air space parcel formed by the registration of an air space subdivision plan in respect of the Parent Parcel or (iii) any other company or entity, to whom the Owner grants a long-term lease, or other contractual right, over all (and not only some) of the parking spaces in the Development which are designated for the use of the Tenants, in order to facilitate the use, operation and management of such parking spaces, and the Parking Operator may be related or unrelated to the Owner;
- (jj) **"Permitted Rent"** means:
 - (i) an amount which does not exceed 90% of the then current CMHC Average Rental Rate, as of the time an Eligible Tenant enters into a Tenancy Agreement,provided that:
 - (ii) such amount may be adjusted by the maximum percentage rental increase permitted by the *Residential Tenancy Act* independent of any exemption status of the Owner (i.e. non-profit housing society) during the period of time that the applicable Affordable Housing Unit is occupied by the Eligible Tenant under the Tenancy Agreement; and
 - (iii) in the absence of obvious error or mistake, any calculation by the City of the Permitted Rent in any particular year shall be final and conclusive;
- (kk) **"Real Estate Development Marketing Act"** means the *Real Estate Development Marketing Act*, S.B.C. 2004, Chapter 41, together with all amendments thereto and replacements thereof;
- (ll) **"Remainder"** means those certain lands and premises situated within the City of Richmond legally described as:

PID: 031-181-767, Lot A Section 1 Block 4 North Range 4 West New Westminster District Plan EPP82427 except Air Space Plan EPP134895;
- (mm) **"Residential Tenancy Act"** means the *Residential Tenancy Act*, S.B.C. 2002, Chapter 78, together with all amendments thereto and replacements thereof;
- (nn) **"Residential Tenancy Regulation"** means the *Residential Tenancy Regulation*, B.C. Reg. 477/2003, together with all amendments thereto and replacements thereof;
- (oo) **"Senior"** means an individual of the age defined by the City as a senior for the purposes of City programs, as may be amended from time to time and at the time of this Agreement being defined as 55 years of age and older;
- (pp) **"Strata Property Act"** means the *Strata Property Act* S.B.C. 1998, Chapter 43, together with all amendments thereto and replacements thereof;
- (qq) **"Subdivide"** means to divide, apportion, consolidate or subdivide the Lands, or the ownership or right to possession or occupation of the Lands into two or more lots, strata

lots, parcels, parts, portions or shares, whether by plan, descriptive words or otherwise, under the *Land Title Act*, the *Strata Property Act*, or otherwise, and includes the creation, conversion, organization or development of “cooperative interests” or “shared interest in land” as defined in the *Real Estate Development Marketing Act*;

- (rr) “**Tenancy Agreement**” means a tenancy agreement, lease, license or other agreement granting rights to occupy an Affordable Housing Unit;
- (ss) “**Tenant**” means an occupant of an Affordable Housing Unit by way of a Tenancy Agreement; and
- (tt) “**Zoning Bylaw**” means Richmond Zoning Bylaw 8500, as may be amended or replaced from time to time.

1.2 In this Agreement:

- (a) reference to the singular includes a reference to the plural, and *vice versa*, unless the context requires otherwise;
- (b) article and section headings have been inserted for ease of reference only and are not to be used in interpreting this Agreement;
- (c) if a word or expression is defined in this Agreement, other parts of speech and grammatical forms of the same word or expression have corresponding meanings;
- (d) reference to any enactment includes any regulations, orders or directives made under the authority of that enactment;
- (e) any reference to any enactment is to the enactment in force on the date the Owner signs this Agreement, and to subsequent amendments to or replacements of the enactment;
- (f) the provisions of Section 25 of the *Interpretation Act* with respect to the calculation of time apply;
- (g) time is of the essence;
- (h) all provisions are to be interpreted as always speaking;
- (i) reference to a “party” is a reference to a party to this Agreement and to that party’s respective successors, assigns, trustees, administrators and receivers. Wherever the context so requires, reference to a “party” also includes an Eligible Tenant, agent, officer and invitee of the party;
- (j) reference to a “day”, “month”, “quarter” or “year” is a reference to a calendar day, calendar month, calendar quarter or calendar year, as the case may be, unless otherwise expressly provided;
- (k) where the word “including” is followed by a list, the contents of the list are not intended to circumscribe the generality of the expression preceding the word “including”; and

- (l) the terms “shall” and “will” are used interchangeably and both will be interpreted to express an obligation. The term “may” will be interpreted to express a permissible action.

ARTICLE 2

USE AND OCCUPANCY OF AFFORDABLE HOUSING UNITS

- 2.1 The Owner agrees that each Affordable Housing Unit may only be used as a permanent residence occupied by an Eligible Tenant. An Affordable Housing Unit must not be occupied by the Owner, the Owner’s family members (unless the Owner’s family members qualify as Eligible Tenants), or any tenant or guest of the Owner, other than an Eligible Tenant. For the purposes of this Article, “permanent residence” means that the Affordable Housing Unit is used as the usual, main, regular, habitual, principal residence, abode or home of the Eligible Tenant.
- 2.2 Within 30 days after receiving notice from the City, the Owner must, in respect of each Affordable Housing Unit, provide to the City a statutory declaration, substantially in the form (with, in the City Solicitor’s discretion, such further amendments or additions as deemed necessary) attached as Schedule A, sworn by the Owner, containing all of the information required to complete the statutory declaration. The City may request such statutory declaration in respect to each Affordable Housing Unit no more than once in any calendar year; provided, however, notwithstanding that the Owner may have already provided such statutory declaration in the particular calendar year, the City may request and the Owner shall provide to the City such further statutory declarations as requested by the City in respect to an Affordable Housing Unit if, in the City’s absolute determination, the City believes that the Owner is in breach of any of its obligations under this Agreement.
- 2.3 The Owner hereby irrevocably authorizes the City to make such inquiries as it considers necessary in order to confirm that the Owner is complying with this Agreement.
- 2.4 Notwithstanding that the Owner may otherwise be entitled, the Owner will, in respect of the Development:
 - (a) take no steps to compel the issuance of, and the City will not be obligated to issue, the Development Permit, unless and until the Owner, has:
 - (i) submitted to the City a Development Permit application that includes the Affordable Housing Units and all Common Amenities and other ancillary spaces assigned for the exclusive use of an Affordable Housing Unit; and
 - (ii) at its cost, executed and registered against title to the Lands, or portion thereof, such additional legal agreements required by the City to facilitate the detailed design, construction, operation, and management of the Affordable Housing Units, and all ancillary and related spaces, uses, common areas, and features as determined by the City through the Development Permit approval process for, *inter alia*, the Lands, or portion thereof;
 - (b) take no steps to compel the issuance of, and the City will not be obligated to issue, a Building Permit, unless and until the Owner has submitted to the City a Building Permit application that includes the Affordable Housing Units and all Common Amenities and

other ancillary and related spaces, uses, common areas, and features, in accordance with the Development Permit for the Lands;

- (c) not apply for an Occupancy Certificate, nor take any action to compel issuance of an Occupancy Certificate, for provisional or final occupancy, of any Building within ASP1, or any portion thereof, unless and until all of the following conditions are satisfied:
 - (i) the Affordable Housing Units within ASP1 and related uses and areas for ASP1, and all Buildings within ASP1, have been constructed in accordance with this Agreement, the Housing Covenant, the Development Permit, the Building Permit, and any applicable City bylaws, rules or policies, to the satisfaction of the City; and
 - (ii) the Owner is not otherwise in breach of any of its obligations under this Agreement or any other agreement between the City and the Owner in connection with the Affordable Housing Units within ASP1, any facilities for the use of the Affordable Housing Units within ASP1, including parking and any shared indoor or outdoor amenities;
- (d) not permit ASP1 or any portion thereof to be occupied, unless and until the Affordable Housing Units within ASP1 have received an Occupancy Certificate granting provisional or final occupancy of the Affordable Housing Units within ASP1;
- (e) not apply for an Occupancy Certificate, nor take any action to compel issuance of an Occupancy Certificate, for provisional or final occupancy, of any Building within ASP2, or any portion thereof, unless and until all of the following conditions are satisfied:
 - (i) the Affordable Housing Units within ASP2 and related uses and areas for ASP2, and all Buildings within ASP2, have been constructed in accordance with this Agreement, the Housing Covenant, the Development Permit, the Building Permit, and any applicable City bylaws, rules or policies, to the satisfaction of the City; and
 - (ii) the Owner is not otherwise in breach of any of its obligations under this Agreement or any other agreement between the City and the Owner in connection with the Affordable Housing Units within ASP2, any facilities for the use of the Affordable Housing Units within ASP2, including parking and any shared indoor or outdoor amenities; and
- (f) not permit ASP2 or any portion thereof to be occupied, unless and until the Affordable Housing Units within ASP2 have received an Occupancy Certificate granting provisional or final occupancy of the Affordable Housing Units within ASP2.

ARTICLE 3

DISPOSITION AND ACQUISITION OF AFFORDABLE HOUSING UNITS

- 3.1 The Owner will not permit an Affordable Housing Unit or any Common Amenity assigned for the exclusive use of an Affordable Housing Unit to be subleased, or an Tenancy Agreement to be

assigned, except as required under the *Residential Tenancy Act* and provided that for the avoidance of doubt, the Owner shall not exercise any discretion afforded to it under the *Residential Tenancy Act* to consent to any sublease or assignment which would result in the occupation or use of an Affordable Housing Unit or Common Amenity assigned for the exclusive use of an Affordable Housing Unit which is prohibited by or inconsistent with the terms and conditions of this Agreement or which would preclude the Owner from otherwise being able to comply with the terms and conditions of this Agreement.

- 3.2 The Owner will not permit an Affordable Housing Unit to be used for short term rental purposes (being rentals for periods shorter than 30 days), or any other purposes that do not constitute a "permanent residence" of a Tenant or an Eligible Tenant.
- 3.3 If this Housing Agreement encumbers more than one Affordable Housing Unit, the following will apply:
 - (a) the Owner will not, without the prior written consent of the City, sell or transfer less than all of the Affordable Housing Units located in one building in a single or related series of transactions, with the result that when the purchaser or transferee of the Affordable Housing Units becomes the owner, the purchaser or transferee will be the legal and beneficial owner of not less than all of the Affordable Housing Units in one Building; and
 - (b) the Lands will not be Subdivided such that one or more Affordable Housing Units form their own air space parcel, separate from other Dwelling Units, without the prior written consent of the City.
- 3.4 Subject to the requirements of the *Residential Tenancy Act*, the Owner will ensure that each Tenancy Agreement:
 - (a) includes the following provision:

"By entering into this Tenancy Agreement, the Tenant hereby consents and agrees to the collection of the below-listed personal information by the Landlord and/or any operator or manager engaged by the Landlord and the disclosure by the Landlord and/or any operator or manager engaged by the Landlord to the City of Richmond (the "City") and/or the Landlord, as the case may be, of the following personal information which information will be used by the City to verify and ensure compliance by the Owner with the City's Affordable Housing Strategy, policies and requirements with respect to the provision and administration of affordable housing within the municipality and for no other purpose, each month during the Tenant's occupation of the Affordable Housing Unit:

 - (i) a statement of the total, gross annual income, once per calendar year, from all sources (including but not limited to employment, disability, retirement, and investment) of all members of the Tenant's household who are 18 years of age and over and who reside in the Affordable Housing Unit;
 - (ii) the number of occupants of the Affordable Housing Unit;

- (iii) the number of occupants of the Affordable Housing Unit 18 years of age and under; and
 - (iv) the number of occupants of the Affordable Housing Unit who are Seniors;”;
 - (b) defines the term “Landlord” as the Owner of the Affordable Housing Unit; and
 - (c) includes a provision requiring the Tenant and each permitted occupant of the Affordable Housing Unit to comply with this Agreement.
- 3.5 If the Owner sells or transfers any Affordable Housing Units, the Owner will notify the City Solicitor and the Director, Housing Office of the sale or transfer within three (3) days of the effective date of sale or transfer.
- 3.6 The Owner must not rent, lease, license or otherwise permit occupancy of any Affordable Housing Unit except to an Eligible Tenant and except in accordance with the following additional conditions:
- (a) the Affordable Housing Unit will be used or occupied only pursuant to a Tenancy Agreement;
 - (b) the monthly rent payable for the Affordable Housing Unit will not exceed the Permitted Rent applicable to that class of Affordable Housing Unit;
 - (c) the Owner will allow the Tenant and any permitted occupant and visitor to have full access to and use and enjoy all Common Amenities and will not Subdivide the Lands unless all easements and rights of way are in place to secure such use;
 - (d) the Owner will not require the Tenant or any permitted occupant to pay any of the following:
 - (i) move-in/move-out fees;
 - (ii) strata fees;
 - (iii) strata property contingency reserve fees;
 - (iv) extra charges or fees for use of any Common Amenities, common property, limited common property, or other common areas, facilities or amenities, including without limitation Affordable Housing Parking, bicycle storage, electric vehicle and bicycle charging stations or related facilities;
 - (v) extra charges for the use of sanitary sewer, storm sewer, or water; or
 - (vi) property or similar tax,
- provided, however, that if either the Affordable Housing Unit is a strata unit and the following costs are not part of strata or similar fees or the Affordable Housing Unit is not part of a strata unit, an Owner may charge the Tenant the Owner’s cost, if any, of:

- (vii) providing cable television, telephone, other telecommunications, electricity (including electricity fees and charges associated with the Tenant's use of electrical vehicle and bicycle charging infrastructure), heating, cooling, or domestic hot water heating;
- (viii) installing electric vehicle charging infrastructure (in excess of that pre-installed by the Owner at the time of construction of the Development), by or on behalf of the Tenant; and
- (ix) paying security fees for the use of guest suites (if any) or security and cleaning fees related to the use of any party or meeting room located on the Lands (if any) that are associated with the Tenant's use of such facilities, provided that such charges are the same as those payable by any other residential occupant of the Development,

and notwithstanding Section 3.6(d)(iv) as it relates to Affordable Housing Parking, the Owner may require the Tenant or any permitted occupant to pay extra charges for Affordable Housing Parking if:

- (x) City Council, at its sole discretion, establishes a policy permitting extra monthly or annual parking charges for the use, by tenants or other permitted occupants of low-end market rental housing units, of those parking spaces required to be provided for the exclusive use of low-end market rental housing units pursuant to:
 - (A) the Zoning Bylaw; or
 - (B) agreements, covenants and charges granted to the City (including covenants pursuant to Section 219 of the *Land Title Act*) in respect of, *inter alia*, the construction and use of low-end market rental housing units and parking spaces; and
 - (xi) such charges payable are equal to or less than the charges payable by any other occupant of a Dwelling Unit at or below the prevailing market rates for rental properties in the City;
- (e) the Owner will attach a copy of this Agreement to every Tenancy Agreement;
 - (f) the Owner will include in the Tenancy Agreement a clause requiring the Tenant and each permitted occupant of the Affordable Housing Unit to comply with this Agreement;
 - (g) the Owner will include in the Tenancy Agreement a clause entitling the Owner to terminate the Tenancy Agreement if:
 - (i) an Affordable Housing Unit is occupied by a person or persons other than an Eligible Tenant;
 - (ii) the annual income of an Eligible Tenant rises above the applicable maximum amount specified in Section 1.1(w) of this Agreement;

- (iii) the Affordable Housing Unit is occupied by more than the number of people the City determines can reside in the Affordable Housing Unit given the number and size of bedrooms in the Affordable Housing Unit and in light of any relevant standards set by the City in any bylaws of the City;
- (iv) the Affordable Housing Unit remains vacant for three (3) consecutive months or longer, notwithstanding the timely payment of rent; and/or
- (v) the Tenant subleases the Affordable Housing Unit or assigns the Tenancy Agreement in whole or in part, except as may be required by the *Residential Tenancy Act* and in such circumstance, the Tenant may not sublease the Affordable Housing Unit or assign the Tenancy Agreement (A) without the prior consent of the Owner, and (B) to anyone who is not an Eligible Tenant,

and in the case of each breach, the Owner hereby agrees with the City to forthwith provide to the Tenant a notice of termination. Except for Section 3.6(g)(ii) of this Agreement [*Termination of Tenancy Agreement if Annual Income of Tenant rises above amount prescribed in Section 1.1(w), Eligible Tenant, of this Agreement*], the notice of termination shall provide that the termination of the tenancy shall be effective on the date that is the greater of 30 days following the date of the notice of termination and the minimum amount of notice required by the *Residential Tenancy Act*. In respect to Section 3.6(g)(ii) of this Agreement, termination shall be effective on the day that is six (6) months following the date that the Owner provided the notice of termination to the Tenant;

- (h) the Tenancy Agreement will identify all occupants of the Affordable Housing Unit and will stipulate that anyone not identified in the Tenancy Agreement will be prohibited from residing at the Affordable Housing Unit for more than 30 consecutive days or more than 45 days total in any calendar year; and
- (i) the Owner will forthwith deliver a certified true copy of the Tenancy Agreement to the City upon demand.

3.7 If the Owner has terminated the Tenancy Agreement, then the Owner shall use best efforts to cause the Tenant and all other persons that may be in occupation of the Affordable Housing Unit to vacate the Affordable Housing Unit on or before the effective date of termination.

3.8 The Owner shall not impose any age-based restrictions on Tenants of Affordable Housing Units, unless expressly permitted by the City in writing in advance.

3.9 The Owner acknowledges its duties not to discriminate with respect to tenancies and agrees to comply with the *Human Rights Code* (BC) with respect to tenancy matters, including tenant selection for the Affordable Housing Units.

ARTICLE 4 DEMOLITION OF AFFORDABLE HOUSING UNIT

4.1 The Owner will not demolish an Affordable Housing Unit unless:

- (a) the Owner has obtained the written opinion of a professional engineer or architect who is at arm's length to the Owner that it is no longer reasonable or practical to repair or replace any structural component of the Affordable Housing Unit, and the Owner has delivered to the City a copy of the engineer's or architect's report; or
- (b) the Owner has obtained the written opinion of a professional engineer or architect who is at arm's length to the Owner that the Affordable Housing Unit is damaged or destroyed, to the extent of 40% or more of its value above its foundations, as determined by the City in its sole discretion,

and, in each case, a demolition permit for the Affordable Housing Unit, as applicable, has been issued by the City and the Affordable Housing Unit has been demolished under that permit.

Following demolition, the Owner will use and occupy any replacement Dwelling Unit in compliance with this Agreement and the Housing Covenant both of which will apply to any replacement Dwelling Unit to the same extent and in the same manner as those agreements apply to the original Dwelling Unit, and the Dwelling Unit must be approved by the City as an Affordable Housing Unit in accordance with this Agreement.

ARTICLE 5

STRATA CORPORATION BYLAWS

- 5.1 This Agreement will be binding upon all strata corporations created upon the strata title Subdivision of the Lands or any Subdivided parcel of the Lands.
- 5.2 Any strata corporation bylaw, which prevents, restricts or abridges the right to use the Affordable Housing Units as rental accommodation, or imposes age-based restrictions on Tenants of Affordable Housing Units, will have no force and effect, unless expressly approved by the City in writing in advance.
- 5.3 No strata corporation shall pass any bylaws preventing, restricting or abridging the use of the Affordable Housing Units as rental accommodation.
- 5.4 No strata corporation shall pass any bylaw or approve any levies which would result in only the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit (and not include all the owners, tenants, or any other permitted occupants of all the strata lots in the applicable strata plan which are not Affordable Housing Units) paying any extra charges or fees for the use of any Common Amenities, common property, limited common property or other common areas, facilities, or indoor or outdoor amenities of the strata corporation contrary to Section 3.6(d).
- 5.5 No strata corporation shall pass any bylaws or approve any levies, charges or fees which would result in the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit paying for the use of parking, bicycle storage, electric vehicle and bicycle charging stations or related facilities contrary to Section 3.6(d). Notwithstanding the foregoing, the strata corporation may levy such parking, bicycle storage, electric vehicle and bicycle charging stations or other related facilities charges or fees on all the other owners, tenants, any other permitted occupants or visitors of all the strata lots in the applicable strata plan which are not Affordable Housing Units;

provided, however, that the electricity fees, charges or rates for use of electric vehicle and bicycle charging stations are excluded from this provision.

- 5.6 The strata corporation shall not pass any bylaw or make any rule which would restrict the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit from using and enjoying any Common Amenities, common property, limited common property or other common areas, facilities or amenities of the strata corporation except on the same basis that governs the use and enjoyment of these facilities by all the owners, tenants, or any other permitted occupants of all the strata lots in the applicable strata plan which are not Affordable Housing Units.

ARTICLE 6 DEFAULT AND REMEDIES

- 6.1 The Owner agrees that, in addition to any other remedies available to the City under this Agreement or the Housing Covenant or at law or in equity, if:

- (a) an Affordable Housing Unit is used or occupied in breach of this Agreement;
- (b) an Affordable Housing Unit is rented at a rate in excess of the Permitted Rent; or
- (c) the Owner is otherwise in breach of any of its obligations under this Agreement or the Housing Covenant,

then the Owner will pay the Daily Amount to the City for every day that the breach continues after ten (10) days written notice from the City to the Owner stating the particulars of the breach. For greater certainty, the City is not entitled to give written notice with respect to any breach of the Agreement until any applicable cure period, if any, has expired. The Daily Amount is due and payable five (5) business days following receipt by the Owner of an invoice from the City for the same.

- 6.2 Notwithstanding Section 6.1:

- (a) if the breach arises solely as a result of an enactment of a strata bylaw by a strata corporation contrary to this Agreement, the City will not charge the Daily Amount to the registered owner of the Affordable Housing Units, except in their capacity as one of the owners of such strata corporation; and
- (b) if the default cannot be remedied within the applicable cure period, and the Owner has, to the satisfaction of the City:
 - (i) delivered to the City the method and schedule for remedying the default;
 - (ii) commenced remedying the default; and
 - (iii) been diligently and continuously proceeding to remedy the default within the estimated schedule,

the City will not charge the Owner with the Daily Amount with respect to the breach of the Agreement unless, in the City's opinion, the Owner has ceased to diligently and continuously work to remedy the default within the estimated schedule.

- 6.3 The Owner acknowledges and agrees that a default by the Owner of any of its promises, covenants, representations or warranties set out in the Housing Covenant shall also constitute a default under this Agreement.

ARTICLE 7 MISCELLANEOUS

7.1 Housing Agreement

The Owner acknowledges and agrees that:

- (a) this Agreement includes a housing agreement entered into under Section 483 of the *Local Government Act*;
- (b) where an Affordable Housing Unit is a separate legal parcel the City may file notice of this Agreement in the LTO against the title to the Affordable Housing Unit and, in the case of a strata corporation, may note this Agreement on the common property sheet; and
- (c) where the Lands have not yet been Subdivided to create the separate parcels to be charged by this Agreement, the City may file a notice of this Agreement in the LTO against the title to the Lands. If this Agreement is filed in the LTO as a notice under Section 483 of the *Local Government Act* prior to the Lands having been Subdivided, then after the Lands are Subdivided and after an Occupancy Certificate has been issued for all Affordable Housing Units, this Agreement will secure only the legal parcels which contain the Affordable Housing Units, including the common property of any applicable strata corporation; and the City will partially release this Agreement accordingly, provided however that:
 - (i) the City has no obligation to execute the necessary documents for release until a written request therefor from the Owner is received by the City, which request includes the registrable form of release (Form 17 (Cancellation of Charge, Notation or Filing));
 - (ii) the cost of the preparation of the aforesaid release, and the cost of registration of the same in the Land Title Office is paid by the Owner;
 - (iii) the City has a reasonable time within which to execute such documents for the Form 17 (Cancellation of Charge, Notation or Filing) and return the same to the Owner for registration; and
 - (iv) the Owner acknowledges that such release is without prejudice to the indemnity and release set forth in Sections 7.5 and 7.6.

The Owner acknowledges and agrees that notwithstanding a partial release of this Agreement, this Agreement will be and remain in full force and effect and, but for the partial release, otherwise unamended.

7.2 No Compensation

The Owner acknowledges and agrees that no compensation is payable, and the Owner is not entitled to and will not claim any compensation from the City, for any decrease in the market value of the Lands or for any obligations on the part of the Owner and its successors in title which at any time may result directly or indirectly from the operation of this Agreement.

7.3 Modification

Subject to Section 7.1 of this Agreement, this Agreement may be modified or amended from time to time, by consent of the Owner and a bylaw duly passed by the Council of the City and thereafter if it is signed by the City and the Owner.

7.4 Management

The Owner covenants and agrees that it will ensure good and efficient management of the Affordable Housing Units and will permit representatives of the City to inspect the Affordable Housing Units at any reasonable time, subject to the notice provisions in the *Residential Tenancy Act*. The Owner further covenants and agrees that it will maintain the Affordable Housing Units in a good state of repair and fit for habitation and will comply with all laws, including health and safety standards applicable to the Lands at no cost or charge to the Tenant.

If applicable, the Owner further covenants and agrees that it will vote:

- (a) as owner of the Affordable Housing Units, in any applicable annual general meetings or special general meetings of the strata corporation; and
- (b) as the owner of the air space parcel or remainder parcel containing the Affordable Housing Units at any applicable meetings of the owners of the other Subdivided parcels of the Lands,

to ensure that the Common Amenities are maintained in a good state of repair by the strata corporation which includes the Affordable Housing Units and any of the Common Amenities, and the owner of the applicable air space parcel or remainder parcel which includes any of the Common Amenities, and/or the Parking Operator, as applicable.

If the Owner fails to ensure good and efficient management of the Affordable Housing Units or maintain the Affordable Housing Units as required by this Section 7.4, then, after applicable notice and cure periods, the Owner acknowledges and agrees that the City, in its absolute discretion, may require the Owner, at the Owner's expense, to hire a person or company with the skill and expertise to manage the Affordable Housing Units.

7.5 Indemnity

The Owner will indemnify and save harmless the City and each of its elected officials, officers, directors, and agents, and their heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands, actions, loss, damage, costs and liabilities, which all or any of them will or may be liable for or suffer or incur or be put to by reason of or arising out of:

- (a) any negligent act or omission of the Owner, or its officers, directors, agents, contractors or other persons for whom at law the Owner is responsible relating to this Agreement;
- (b) the City's refusal to issue a Development Permit, Building Permit, or Occupancy Certificate for, or refusal to permit occupancy of, any Building, or any portion thereof, constructed on the Lands arising out of or in connection, directly or indirectly, or that would not or could not have occurred "but for" this Agreement;
- (c) the construction, maintenance, repair, ownership, lease, license, operation, management or financing of the Lands or any Affordable Housing Unit or the enforcement of any Tenancy Agreement; or
- (d) without limitation, any legal or equitable wrong on the part of the Owner or any breach of this Agreement by the Owner.

7.6 Release

The Owner hereby releases and forever discharges the City and each of its elected officials, officers, directors, and agents, and its and their heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands, damages, actions, or causes of action by reason of or arising out of or which would or could not occur but for the:

- (a) construction, maintenance, repair, ownership, lease, license, operation or management of the Lands or any Affordable Housing Unit under this Agreement;
- (b) the City's refusal to issue a Development Permit, Building Permit, or Occupancy Certificate for, or refusal to permit occupancy of, any Building, or any portion thereof, constructed on the Lands arising out of or in connection, directly or indirectly, or that would not or could not have occurred "but for" this Agreement; or
- (c) the exercise by the City of any of its rights under this Agreement or an enactment.

7.7 Survival

The obligations of the Owner set out in this Agreement, including but not limited to Sections 7.5 and 7.6, will survive termination or discharge of this Agreement.

7.8 Priority

The Owner will do everything necessary, at the Owner's expense, to ensure that this Agreement, if required by the City Solicitor, will be noted against title to the Lands in priority to all financial charges and encumbrances which may have been registered or are pending registration against title to the Lands save and except those specifically approved in advance in writing by the City Solicitor

or in favour of the City, and that a notice under Section 483(5) of the *Local Government Act* will be filed on the title to the Lands.

7.9 City's Powers Unaffected

This Agreement does not:

- (a) affect or limit the discretion, rights, duties or powers of the City under any enactment or at common law, including in relation to the use or subdivision of the Lands;
- (b) impose on the City any legal duty or obligation, including any duty of care or contractual or other legal duty or obligation, to enforce this Agreement;
- (c) affect or limit any enactment relating to the use or subdivision of the Lands; or
- (d) relieve the Owner from complying with any enactment, including in relation to the use or subdivision of the Lands.

7.10 Agreement for Benefit of City Only

The Owner and the City agree that:

- (a) this Agreement is entered into only for the benefit of the City;
- (b) this Agreement is not intended to protect the interests of the Owner, any Tenant, or any future owner, lessee, occupier or user of the Lands or the building or any portion thereof, including any Affordable Housing Unit; and
- (c) the City may at any time execute a release and discharge of this Agreement, without liability to anyone for doing so, and without obtaining the consent of the Owner.

7.11 No Public Law Duty

Where the City is required or permitted by this Agreement to form an opinion, exercise a discretion, express satisfaction, make a determination or give its consent, the Owner agrees that the City is under no public law duty of fairness or natural justice in that regard and agrees that the City may do any of those things in the same manner as if it were a private party and not a public body.

7.12 Notice

Any notice required to be served or given to a party herein pursuant to this Agreement will be sufficiently served or given if delivered, to the postal address of the Owner set out in the records at the LTO, and in the case of the City addressed:

- (a) To: Clerk, City of Richmond
6911 No. 3 Road
Richmond, BC V6Y 2C1

Copies to: City Solicitor, and the Director, Housing Office,

- (b) or to the most recent postal address provided in a written notice given by each of the parties to the other.

Any notice which is delivered is to be considered to have been given on the first day after it is dispatched for delivery.

7.13 Enuring Effect

This Agreement will extend to and be binding upon and enure to the benefit of the parties hereto and their respective successors and permitted assigns.

7.14 Severability

If any provision of this Agreement is found to be invalid or unenforceable, such provision or any part thereof will be severed from this Agreement and the resultant remainder of this Agreement will remain in full force and effect.

7.15 Waiver

All remedies of the City will be cumulative and may be exercised by the City in any order or concurrently in case of any breach and each remedy may be exercised any number of times with respect to each breach. Waiver of or delay in the City exercising any or all remedies will not prevent the later exercise of any remedy for the same breach or any similar or different breach.

7.16 Sole Agreement

This Agreement, and any documents signed by the Owner contemplated by this Agreement (including, without limitation, the Housing Covenant), represent the whole agreement between the City and the Owner respecting the use and occupation of the Affordable Housing Units, and there are no warranties, representations, conditions or collateral agreements made by the City except as set forth in this Agreement. In the event of any conflict between this Agreement and the Housing Covenant, this Agreement shall, to the extent necessary to resolve such conflict, prevail.

7.17 Further Assurance

Upon request by the City the Owner will forthwith do such acts and execute such documents as may be reasonably necessary in the opinion of the City to give effect to this Agreement.

7.18 Covenant Runs with the Lands

This Agreement burdens and runs with the Lands and every parcel into which it is Subdivided in perpetuity. All of the covenants and agreements contained in this Agreement are made by the Owner for itself, its personal administrators, successors and assigns, and all persons who after the date of this Agreement, acquire an interest in the Lands.

7.19 Equitable Remedies

The Owner acknowledges and agrees that damages would be an inadequate remedy for the City for any breach of this Agreement and that the public interest strongly favours specific performance,

injunctive relief (mandatory or otherwise), or other equitable relief, as the only adequate remedy for a default under this Agreement.

7.20 No Joint Venture

Nothing in this Agreement will constitute the Owner as the agent, joint venturer, or partner of the City or give the Owner any authority to bind the City in any way.

7.21 Applicable Law

Unless the context otherwise requires, the laws of British Columbia (including, without limitation, the *Residential Tenancy Act*) will apply to this Agreement and all statutes referred to herein are enactments of the Province of British Columbia.

7.22 Deed and Contract

By executing and delivering this Agreement the Owner intends to create both a contract and a deed executed and delivered under seal.

7.23 Joint and Several

If the Owner is comprised of more than one person, firm or body corporate, then the covenants, agreements and obligations of the Owner shall be joint and several.

7.24 Limitation on Owner's Obligations

The Owner is only liable for breaches of this Agreement that occur while the Owner is the registered owner of the Lands, or parts thereof, provided however that notwithstanding that the Owner is no longer the registered owner of the Lands, or parts thereof, the Owner will remain liable for breaches of this Agreement that occurred while the Owner was the registered owner of the Lands, or parts thereof. For the avoidance of doubt, the Owner shall only be liable for breaches of this Agreement as registered owner of those portions of the Lands from which this Agreement has not been discharged in accordance with and subject to Section 7.1.

7.25 Counterparts

This Agreement may be signed by the parties hereto in counterparts and by facsimile or pdf email transmission, each such counterpart, facsimile or pdf email transmission copy shall constitute an original document and such counterparts, taken together, shall constitute one and the same instrument and may be compiled for registration, if registration is required, as a single document.

[remainder of page intentionally blank]

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above written.

ELASHI DEVELOPMENTS LTD.

(INC. NO. BC0207849)

by its attorney:


Per: 
Name: Dana Westermarck, see CB1556307

Per: _____
Name: _____

AMANA DEVELOPMENTS LTD.

(INC. NO. BC0116284)

by its attorney:

Per: 
Name: Dana Westermarck, see CB1556306

Per: _____
Name: _____

CITY OF RICHMOND

by its authorized signatory(ies):

Per: _____
Malcolm D. Brodie, Mayor

Per: _____
Claudia Jesson, Corporate Officer

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

SCHEDULE A to Housing Agreement

STATUTORY DECLARATION

(Affordable Housing Units)

CANADA)
)
) IN THE MATTER OF Unit Nos. _____ - _____ (collectively, the
) **"Affordable Housing Units"**) located at
) _____, (street
 PROVINCE OF BRITISH)
) address), British Columbia, and Housing Agreement dated
 COLUMBIA)
) _____, 20____ (the **"Housing Agreement"**)
)
 TO WIT:)
) between _____ and the City of
)
) Richmond (the **"City"**)
)

I, _____ (full name),
of _____ (address) in the Province
of British Columbia, DO SOLEMNLY DECLARE that:

1. ☐ I am the registered owner (the **"Owner"**) of the Affordable Housing Units;

or,

☐ I am a director, officer, or an authorized signatory of the Owner and I have personal knowledge of the matters set out herein;
2. This declaration is made pursuant to the terms of the Housing Agreement in respect of the Affordable Housing Units and information as of the ____ day of _____, 20__;
3. To the best of my knowledge, continuously since the last Statutory Declaration process:
 - a) the Affordable Housing Units, if occupied, were occupied only by Eligible Tenants (as defined in the Housing Agreement); and
 - b) the Owner of the Affordable Housing Units complied with the Owner's obligations under the Housing Agreement and any housing covenant(s) registered against title to the Affordable Housing Units;
4. The information set out in the table attached as Appendix A hereto (the **"Information Table"**) in respect of each of the Affordable Housing Units is current and accurate as of the date of this declaration; and

Page 1 of 2 – continued on next page...

... continued from Page 1 – Page 2 of 2

5. I obtained the prior written consent from each of the occupants of the Affordable Housing Units named in the Information Table to: (i) collect the information set out in the Information Table, as such information relates to the Affordable Housing Unit occupied by such occupant/resident; and (ii) disclose such information to the City, for purposes of complying with the terms of the Housing Agreement.

And I make this solemn declaration, conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the *Canada Evidence Act*.

DECLARED BEFORE ME at)
_____ in the Province)
of British Columbia, Canada, this _____ day of)
_____, 20____)
_____)
_____)
_____)

_____)
A Notary Public and a Commissioner for taking Affidavits in and for the Province of British Columbia) (Signature of Declarant)
Name:

*Declarations should be signed, stamped, and dated and witnessed by a lawyer,
notary public, or commissioner for taking affidavits.*

APPENDIX A TO STATUTORY DECLARATION

Building Name:		Building Address:		Property Manager Name:		Property Manager Phone Number:									
Property Management Company:		Property Manager Email:		Property Manager Name:		Property Manager Phone Number:									
Unit and Household Information				Income and Rent				Fees Collected (For any fees charged, provide details and explanation regarding the fees to the City together with the Statutory Declaration.)							
Row #	Unit #	Unit Type (Studio, 1 Bed, 2 Bed, 3 Bed)	Number of Occupants (#)	Related to Owner (Yes/No) (Provide one response per occupant)	Total Number of Occupants who are "Seniors" as that term is defined in the Affordable Housing Agreement (#)	Starting Year of Tenancy	Before-tax Total Income(s) (if Occupant is 18 years & Over) (Provide one response per occupant)	Income Verification Received (Yes/No) (Provide one response per occupant)	Before-tax Total Income of All Occupants 18 years & Over	Rent (\$/Month)	Parking Fees	Move-in/Move-out Fees	Storage Fees	Amenity Usage Fees	Other Tenant Fees
0	EXAMPLE ONLY - 101	3 BR	4	No No No No	1	2022	\$31,049 \$22,764 \$7,825	Yes Yes Yes	\$61,638	\$1,611.19	\$ -	\$ -	\$ -	\$ -	\$ -
1															
2															
5															

Continue rows as needed.

CONSENT AND PRIORITY AGREEMENT

With respect to the Housing Agreement (the "**Agreement**") made pursuant to section 483 of the *Local Government Act* between Elashi Developments Ltd. (Inc. No. BC0207849) and Amana Developments Ltd. (together, the "**Owner**") and the City of Richmond in respect of the Lands (as described in the Agreement).

THE BANK OF NOVA SCOTIA (the "**Bank**") is the holder of a mortgage and assignment of rents encumbering the Lands which mortgage and assignment of rents is/are registered in the Lower Mainland Land Title Office under the following numbers: Mortgage CB59974, and Assignment of Rents CB59975 (collectively, the "**Bank Charges**").

The Bank, being the holder of the Bank Charges, by signing below, in consideration of the payment of Ten Dollars (\$10.00) and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged and agree to by the Bank, hereby consents to the granting of the covenants in the Agreement by the Owner and hereby covenants that the Agreement shall bind the Bank Charges in the Lands and shall rank in priority upon the Lands over the Bank Charges as if the Agreement had been signed, sealed and delivered and noted on title to the Lands prior to the Bank Charges and prior to the advance of any monies pursuant to the Bank Charges. The grant of priority is irrevocable, unqualified and without reservation or limitation.

THE BANK OF NOVA SCOTIA

by its authorized signatory(ies):

Per: _____
Name:

Per: _____
Name:

CONSENT AND PRIORITY AGREEMENT

With respect to the Housing Agreement (the "**Agreement**") made pursuant to section 483 of the *Local Government Act* between Elashi Developments Ltd. (Inc. No. BC0207849) and Amana Developments Ltd. (together, the "**Owner**") and the City of Richmond in respect of the Lands (as described in the Agreement).

INTACT INSURANCE COMPANY INTACT COMPAGNIE D'ASSURANCE (Inc. No. A0126041) (the "**Bank**") is the holder of a mortgage and assignment of rents encumbering the Lands which mortgage and assignment of rents is/are registered in the Lower Mainland Land Title Office under the following numbers: Mortgage CB165628, and Assignment of Rents CB165629 (collectively, the "**Bank Charges**").

The Bank, being the holder of the Bank Charges, by signing below, in consideration of the payment of Ten Dollars (\$10.00) and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged and agree to by the Bank, hereby consents to the granting of the covenants in the Agreement by the Owner and hereby covenants that the Agreement shall bind the Bank Charges in the Lands and shall rank in priority upon the Lands over the Bank Charges as if the Agreement had been signed, sealed and delivered and noted on title to the Lands prior to the Bank Charges and prior to the advance of any monies pursuant to the Bank Charges. The grant of priority is irrevocable, unqualified and without reservation or limitation.

**INTACT INSURANCE COMPANY INTACT
COMPAGNIE D'ASSURANCE**

by its authorized signatory(ies):

Per: _____
Name: _____

Per: _____
Name: _____



City of Richmond

Bylaw 10654

Housing Agreement (5591, 5631, 5651 and 5671 No. 3 Road) Bylaw No. 10057, Amendment Bylaw No. 10654

The Council of the City of Richmond enacts as follows:

1. **Housing Agreement (5591, 5631, 5651 and 5671 No. 3 Road) Bylaw No. 10057** is hereby amended by deleting Schedule A thereto and replacing it with Schedule 1 to this Bylaw.
2. This Bylaw is cited as **"Housing Agreement (5591, 5631, 5651 and 5671 No. 3 Road) Bylaw No. 10057, Amendment Bylaw No. 10654"**.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

CITY OF RICHMOND
APPROVED for content by originating Division <i>CHB</i>
APPROVED for legality by Solicitor <i>SH</i>

Schedule 1 to Bylaw 10654

SCHEDULE A

**To Housing Agreement Housing Agreement (5591, 5631, 5651 and 5671 No. 3 Road) Bylaw
No. 10057**

**HOUSING AGREEMENT BETWEEN LUXE RICHMOND DEVELOPMENT LIMITED
PARTNERSHIP AND LUXE RICHMOND NOMINEE LTD AND THE CITY OF
RICHMOND**

AMENDED AND RESTATED AFFORDABLE HOUSING AGREEMENT
(Section 483 *Local Government Act*)

THIS AMENDMENT is dated for reference _____, 2025.

BETWEEN:

LUXE RICHMOND DEVELOPMENT LIMITED PARTNERSHIP, A limited partnership duly formed under the laws of the Province of British Columbia and having its registered office at 1800- 510 West Georgia Street, Vancouver, BC, V6B 0M3, by its general partner **LUXE RICHMOND DEVELOPMENT GP LTD.**, a corporation duly incorporated under the laws of the Province of British Columbia and having its registered office at 1800- 510 West Georgia Street, Vancouver, B.C. V6B 0M3

(the “**Beneficiary**”)

AND:

LUXE RICHMOND NOMINEE LTD. (Incorporation No. BC1275681), a company duly incorporated under the laws of the Province of British Columbia and having its registered office at 1800- 510 West Georgia Street, Vancouver, B.C. V6B 0M3

(the “**Nominee**”, together with the Beneficiary, the “**Owner**”)

AND:

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

(the “**City**”)

WHEREAS:

- A. The Beneficiary is the beneficial owner and the Nominee is the registered owner of the Lands (as hereinafter defined);
- B. The Owner applied to the City for permission to rezone the Lands, pursuant to the Rezoning Application no. 17-779262 (the “**Rezoning**”), to permit the construction of a the Development on the Lands;
- C. As a consideration of Rezoning, the Owner and the City entered into a Housing Agreement dated for reference December 1, 2019 (the “**Original Agreement**”) to provide for affordable housing, pursuant to the Affordable Housing Strategy, on the

Lands, which was approved by Council for the City under Housing Agreement (5591, 5631, 5651 and 5671 No. 3 Road) Bylaw No. 10057;

- D. The Lands which were municipally described as 5591, 5631, 5651 and 5671 No. 3 Road and now municipally described as 5593 No 3 Road, 7977 Lansdowne Road and 5520 McNaughton Road;
- E. The Owner is now applying to the City for permission to revise the maximum rent and maximum household income and thus the Owner and the City have now agreed to enter into this Agreement for the purpose of replacing the Original Agreement,

NOW THEREFORE in consideration of \$10.00 and other good and valuable consideration (the receipt and sufficiency of which is acknowledged by both parties), and in consideration of the promises exchanged below, the Owner and the City covenant and agree as follows:

ARTICLE 1 DEFINITIONS AND INTERPRETATION

1.1 In this Agreement the following words have the following meanings:

- (a) **“Affordable Housing Strategy”** means the Richmond Affordable Housing Strategy approved by the City on March 12, 2018, and containing a number of recommendations, policies, directions, priorities, definitions and annual targets for affordable housing, as may be amended or replaced from time to time;
- (b) **“Affordable Housing Parking”** means parking allocated for the exclusive use of any Affordable Housing Unit (pursuant to the Housing Covenant);
- (c) **“Affordable Housing Unit”** means a Dwelling Unit or Dwelling Units located or to be located on the Lands and designated as such in accordance with any Building Permit or Development Permit issued by the City or, if applicable, in accordance with any rezoning consideration applicable to the Development and includes, without limiting the generality of the foregoing, the Dwelling Units located or to be located on the Lands charged by this Agreement;
- (d) **“Agreement”** means this agreement together with all schedules, attachments and priority agreements attached hereto;
- (e) **“Building”** means any building constructed, or to be constructed, on the Lands, or a portion thereof, including each air space parcel into which the Lands may be Subdivided from time to time. For greater certainty, each air space parcel and remainder will be a Building for the purpose of this Agreement;
- (f) **“Building Permit”** means a building permit authorizing construction on the Lands, or any portion(s) thereof;

Housing Agreement (Section 483 *Local Government Act*)
5593 No 3 Road, 7977 Lansdowne Road and 5520 McNaughton Road (Formerly 5591, 5631, 5651 and 5671 No. 3 Road)
Application No. RZ 17-779262 Zoning Bylaw No.9860
RZ Consideration #16

- (g) **"CCAP"** means the portion of the OCP known as the City of Richmond City Centre Area Plan, as may be amended or replaced from time to time;
- (h) **"City"** means the City of Richmond;
- (i) **"City Solicitor"** means the individual appointed from time to time to be the City Solicitor of the Law Division of the City, or his or her designate;
- (j) **"CMHC"** means the Canada Mortgage and Housing Corporation or its successor in function;
- (k) **"CMHC Average Rental Rates"** means the most recent CMHC average market rent per month, reported through the annual CMHC Rental Market Survey, for the City of Richmond and applicable to the unit type and number of bedrooms, based on the rates available at the time a Tenant enters into a Tenancy Agreement, provided that if the number of bedrooms in a unit exceeds three, then such CMHC average market rent applicable to "3 Bedroom +" shall apply;
- (l) **"Common Amenities"** means, together, the Common Recreational Facilities and the Common Transportation Facilities;
- (m) **"Common Recreational Facilities"** means all common space for the active or passive recreation, cultural and social enjoyment, including indoor and outdoor areas, recreational facilities and amenities, provided for the use of all residential occupants of the Development, including all Tenants, as required by the OCP, CCAP, any rezoning consideration applicable to the Development, and the Development Permit process, including without limitation fitness facilities, and related access routes;
- (n) **"Common Transportation Facilities"** means all transportation facilities provided for the use of all residential occupants of the Lands, including all Tenants, as required by the OCP, CCAP, any rezoning consideration applicable to the Development, and the Development Permit process, including without limitation visitor parking, any required affordable housing parking and electric vehicle charging stations, loading bays, bicycle storage and supporting bicycle maintenance facilities and related access routes;
- (o) **"CPI"** means the All-Items Consumer Price Index for Vancouver, British Columbia, published from time to time by Statistics Canada, or its successor in function;
- (p) **"Daily Amount"** means \$100.00 per day as of January 1, 2019 adjusted annually thereafter by adding thereto an amount calculated by multiplying \$100.00 by the percentage change in the CPI since January 1, 2019, to January 1 of the year that a written notice is delivered to the Owner by the City pursuant to Section 6.1 of this Agreement. In the absence of obvious error or mistake, any calculation by the City of the Daily Amount in any particular year shall be final and conclusive;

Housing Agreement (Section 483 *Local Government Act*)
 5593 No 3 Road, 7977 Lansdowne Road and 5520 McNaughton Road (Formerly 5591, 5631, 5651 and 5671 No. 3 Road)
 Application No. RZ 17-779262 Zoning Bylaw No.9860
 RZ Consideration #16

- (q) **“Development”** means the mixed-use residential and commercial development to be constructed on the Lands;
- (r) **“Development Permit”** means the development permit authorizing development on the Lands, or any portion(s) thereof;
- (s) **“Director, Housing Office”** means the City’s Director, Housing Office, and his or her designate;
- (t) **“Dwelling Unit”** means a residential dwelling unit located or to be located on the Lands whether such dwelling unit is a lot, strata lot or parcel, or parts or portions thereof, and includes a single family detached dwelling, duplex, townhouse, auxiliary residential dwelling unit, rental apartment, and strata lot in a building strata plan and includes, where the context permits, an Affordable Housing Unit;
- (u) **“Eligible Tenant”** means a Family having a cumulative gross annual income equal to or less than the amount calculated, from time to time, by the following formula:
 - (i) 90% of the then current CMHC Average Rental Rate for the applicable number of bedrooms and unit type, multiplied by 12 and then divided by 0.30,

provided however that:

- (ii) if there is a decrease in such then current CMHC Average Market Rental Rate following the commencement of a tenancy of an Affordable Housing Unit by such Family, such cumulative gross annual income for such Family shall be the cumulative gross annual income for such Family for the immediately preceding calendar year, adjusted on January 1st of the then current calendar year, by a percentage equal to the percentage of the increase in the CPI for the period January 1 to December 31 of the immediately preceding calendar year, provided that if there is a decrease in the CPI for the period January 1 to December 31 of the immediately preceding calendar year, the cumulative gross annual income for the subsequent year shall remain unchanged from the previous year; and
 - (iii) in the absence of obvious error or mistake, any calculation by the City of an Eligible Tenant’s permitted cumulative gross annual income in any particular year shall be final and conclusive;
- (v) **“Family”** means:
 - (i) a person;
 - (ii) two (2) or more persons related by blood, marriage or adoption; or

- (iii) a group of not more than six (6) persons who are not related by blood, marriage or adoption;
- (w) “**GST**” means the Goods and Services Tax levied pursuant to the *Excise Tax Act*, R.S.C., 1985, c. E-15, as may be replaced or amended from time to time;
- (x) “**Housing Covenant**” means the agreements, covenants and charges granted by the Owner to the City (which includes covenants pursuant to Section 219 of the *Land Title Act*) charging the Lands from time to time, in respect to the construction, use and transfer of the Affordable Housing Units and is registered on title to the Lands under the registration number CA861285;
- (y) “**Interpretation Act**” means the *Interpretation Act*, R.S.B.C. 1996, Chapter 238, together with all amendments thereto and replacements thereof;
- (z) “**Land Title Act**” means the *Land Title Act*, R.S.B.C. 1996, Chapter 250, together with all amendments thereto and replacements thereof;
- (aa) “**Lands**” means certain lands and premises legally described as PID: 031-259-278, Lot 1 Section 5 Block 4 North Range 6 West NWD Plan EPP105255, as may be Subdivided from time to time, and including a Building or a portion of a Building;
- (bb) “**Local Government Act**” means the *Local Government Act*, R.S.B.C. 2015, Chapter 1, together with all amendments thereto and replacements thereof;
- (cc) “**LTO**” means the New Westminster Land Title Office or its successor;
- (dd) “**Occupancy Certificate**” means a certificate issued by a City building inspector permitting occupancy of a Building pursuant to the City’s *Building Regulation Bylaw* 7230, as may be amended or replaced;
- (ee) “**OCP**” means together the City of Richmond Official Community Plan Bylaw No. 7100 and Official Community Plan Bylaw No. 9000, as may be amended or replaced from time to time;
- (ff) “**Owner**” means the party described on page 1 of this Agreement as the Owner and any subsequent owner of the Lands or of any part into which the Lands are Subdivided, and includes any person who is a registered owner in fee simple of an Affordable Housing Unit from time to time;
- (gg) “**Parking Operator**” means one of (i) the Owner, or (ii) an owner of any air space parcel formed by the registration of an air space subdivision plan in respect of the Lands or (iii) any other company or entity, to whom the Owner grants a long-term lease, or other contractual right, over all (and not only some) of the parking spaces in the Development which are designated for the use of the

Tenants, in order to facilitate the use, operation and management of such parking spaces, and the Parking Operator may be related or unrelated to the Owner;

(hh) **“Permitted Rent”** means:

- (i) an amount which does not exceed 90% of the then current CMHC Average Rental Rate, as of the time an Eligible Tenant enters into a Tenancy Agreement,

provided that:

- (ii) such amount may be adjusted by the maximum percentage rental increase permitted by the *Residential Tenancy Act* independent of any exemption status of the Owner (i.e. non-profit housing society) during the period of time that the applicable Affordable Housing Unit is occupied by the Eligible Tenant under the Tenancy Agreement; and
 - (iii) in the absence of obvious error or mistake, any calculation by the City of the Permitted Rent in any particular year shall be final and conclusive;
- (ii) **“Real Estate Development Marketing Act”** means the *Real Estate Development Marketing Act*, S.B.C. 2004, Chapter 41, together with all amendments thereto and replacements thereof;
 - (jj) **“Residential Tenancy Act”** means the *Residential Tenancy Act*, S.B.C. 2002, Chapter 78, together with all amendments thereto and replacements thereof;
 - (kk) **“Residential Tenancy Regulation”** means the *Residential Tenancy Regulation*, B.C. Reg. 477/2003, together with all amendments thereto and replacements thereof;
 - (ll) **“Senior”** means an individual of the age defined by the City as a senior for the purposes of City programs, as may be amended from time to time and at the time of this Agreement being defined as 55 years of age and older;
 - (mm) **“Strata Property Act”** means the *Strata Property Act* S.B.C. 1998, Chapter 43, together with all amendments thereto and replacements thereof;
 - (nn) **“Subdivide”** means to divide, apportion, consolidate or subdivide the Lands, or the ownership or right to possession or occupation of the Lands into two or more lots, strata lots, parcels, parts, portions or shares, whether by plan, descriptive words or otherwise, under the *Land Title Act*, the *Strata Property Act*, or otherwise, and includes the creation, conversion, organization or development of “cooperative interests” or “shared interest in land” as defined in the *Real Estate Development Marketing Act*;

- (oo) **“Tenancy Agreement”** means a tenancy agreement, lease, license or other agreement granting rights to occupy an Affordable Housing Unit;
- (pp) **“Tenant”** means an occupant of an Affordable Housing Unit by way of a Tenancy Agreement; and
- (qq) **“Zoning Bylaw”** means Richmond Zoning Bylaw 8500, as may be amended or replaced from time to time.

1.2 In this Agreement:

- (a) reference to the singular includes a reference to the plural, and *vice versa*, unless the context requires otherwise;
- (b) article and section headings have been inserted for ease of reference only and are not to be used in interpreting this Agreement;
- (c) if a word or expression is defined in this Agreement, other parts of speech and grammatical forms of the same word or expression have corresponding meanings;
- (d) reference to any enactment includes any regulations, orders or directives made under the authority of that enactment;
- (e) any reference to any enactment is to the enactment in force on the date the Owner signs this Agreement, and to subsequent amendments to or replacements of the enactment;
- (f) the provisions of Section 25 of the *Interpretation Act* with respect to the calculation of time apply;
- (g) time is of the essence;
- (h) all provisions are to be interpreted as always speaking;
- (i) reference to a “party” is a reference to a party to this Agreement and to that party’s respective successors, assigns, trustees, administrators and receivers. Wherever the context so requires, reference to a “party” also includes an Eligible Tenant, agent, officer and invitee of the party;
- (j) reference to a “day”, “month”, “quarter” or “year” is a reference to a calendar day, calendar month, calendar quarter or calendar year, as the case may be, unless otherwise expressly provided;
- (k) where the word “including” is followed by a list, the contents of the list are not intended to circumscribe the generality of the expression preceding the word “including”; and

- (l) the terms “shall” and “will” are used interchangeably and both will be interpreted to express an obligation. The term “may” will be interpreted to express a permissible action.

ARTICLE 2 USE AND OCCUPANCY OF AFFORDABLE HOUSING UNITS

- 2.1 The Owner agrees that each Affordable Housing Unit may only be used as a permanent residence occupied by an Eligible Tenant. An Affordable Housing Unit must not be occupied by the Owner, the Owner’s family members (unless the Owner’s family members qualify as Eligible Tenants), or any tenant or guest of the Owner, other than an Eligible Tenant. For the purposes of this Article, “permanent residence” means that the Affordable Housing Unit is used as the usual, main, regular, habitual, principal residence, abode or home of the Eligible Tenant.
- 2.2 Within 30 days after receiving notice from the City, the Owner must, in respect of each Affordable Housing Unit, provide to the City a statutory declaration, substantially in the form (with, in the City Solicitor’s discretion, such further amendments or additions as deemed necessary) attached as Schedule A, sworn by the Owner, containing all of the information required to complete the statutory declaration. The City may request such statutory declaration in respect to each Affordable Housing Unit no more than once in any calendar year; provided, however, notwithstanding that the Owner may have already provided such statutory declaration in the particular calendar year, the City may request and the Owner shall provide to the City such further statutory declarations as requested by the City in respect to an Affordable Housing Unit if, in the City’s absolute determination, the City believes that the Owner is in breach of any of its obligations under this Agreement.
- 2.3 The Owner hereby irrevocably authorizes the City to make such inquiries as it considers necessary in order to confirm that the Owner is complying with this Agreement.
- 2.4 Notwithstanding that the Owner may otherwise be entitled, the Owner will, in respect of the Development:
- (a) take no steps to compel the issuance of, and the City will not be obligated to issue, the Development Permit, unless and until the Owner, has:
 - (i) submitted to the City a Development Permit application that includes the Affordable Housing Units and all Common Amenities and other ancillary spaces assigned for the exclusive use of an Affordable Housing Unit; and
 - (ii) at its cost, executed and registered against title to the Lands, or portion thereof, such additional legal agreements required by the City to facilitate the detailed design, construction, operation, and management of the Affordable Housing Units, and all ancillary and related spaces, uses, common areas, and features as determined by the City through the Development Permit approval process for the Lands, or portion thereof;

Housing Agreement (Section 483 *Local Government Act*)
5593 No 3 Road, 7977 Lansdowne Road and 5520 McNaughton Road (Formerly 5591, 5631, 5651 and 5671 No. 3 Road)
Application No. RZ 17-779262 Zoning Bylaw No.9860
RZ Consideration #16

- (b) take no steps to compel the issuance of, and the City will not be obligated to issue, a Building Permit, unless and until the Owner has submitted to the City a Building Permit application that includes the Affordable Housing Units and all Common Amenities and other ancillary and related spaces, uses, common areas, and features, in accordance with the Development Permit for the Lands;
- (c) not apply for an Occupancy Certificate in respect of the Development, nor take any action to compel issuance of an Occupancy Certificate, for provisional or final occupancy, unless and until all of the following conditions are satisfied:
 - (i) the Affordable Housing Units and related uses and areas, and the Building(s) in which the Affordable Housing Units are situated, have been constructed in accordance with this Agreement, the Housing Covenant, the Development Permit, the Building Permit, and any applicable City bylaws, rules or policies, to the satisfaction of the City; and
 - (ii) the Owner is not otherwise in breach of any of its obligations under this Agreement or any other agreement between the City and the Owner in connection with the Affordable Housing Units, any facilities for the use of the Affordable Housing Units, including parking and any shared indoor or outdoor amenities;
- (d) not permit the Development or any portion thereof to be occupied, unless and until the Affordable Housing Units have received an Occupancy Certificate granting provisional or final occupancy of the Affordable Housing Units; and
- (e) not Subdivide the Affordable Housing Units into individual strata lots or air space parcels. The Owner acknowledges and agrees that if the Lands are subject to Subdivision by a Strata Plan or air space subdivision plan, that the Affordable Housing Units will together form no more than one (1) strata lot or air space parcel, as applicable.

ARTICLE 3

DISPOSITION AND ACQUISITION OF AFFORDABLE HOUSING UNITS

- 3.1 The Owner will not permit an Affordable Housing Unit or any Common Amenity assigned for the exclusive use of an Affordable Housing Unit to be subleased, or an Tenancy Agreement to be assigned, except as required under the *Residential Tenancy Act* and provided that for the avoidance of doubt, the Owner shall not exercise any discretion afforded to it under the *Residential Tenancy Act* to consent to any sublease or assignment which would result in the occupation or use of an Affordable Housing Unit or Common Amenity assigned for the exclusive use of an Affordable Housing Unit which is prohibited by or inconsistent with the terms and conditions of this Agreement or which would preclude the Owner from otherwise being able to comply with the terms and conditions of this Agreement.

- 3.2 The Owner will not permit an Affordable Housing Unit to be used for short term rental purposes (being rentals for periods shorter than 30 days), or any other purposes that do not constitute a “permanent residence” of a Tenant or an Eligible Tenant.
- 3.3 If this Housing Agreement encumbers more than one Affordable Housing Unit, the following will apply:
 - (a) the Owner will not, without the prior written consent of the City, sell or transfer less than all of the Affordable Housing Units located in one building in a single or related series of transactions, with the result that when the purchaser or transferee of the Affordable Housing Units becomes the owner, the purchaser or transferee will be the legal and beneficial owner of not less than all of the Affordable Housing Units in one Building; and
 - (b) the Lands will not be Subdivided such that one or more Affordable Housing Units form their own air space parcel, separate from other Dwelling Units, without the prior written consent of the City.
- 3.4 Subject to the requirements of the *Residential Tenancy Act*, the Owner will ensure that each Tenancy Agreement:
 - (a) includes the following provision:

“By entering into this Tenancy Agreement, the Tenant hereby consents and agrees to the collection of the below-listed personal information by the Landlord and/or any operator or manager engaged by the Landlord and the disclosure by the Landlord and/or any operator or manager engaged by the Landlord to the City of Richmond (the “City”) and/or the Landlord, as the case may be, of the following personal information which information will be used by the City to verify and ensure compliance by the Owner with the City’s Affordable Housing Strategy, policies and requirements with respect to the provision and administration of affordable housing within the municipality and for no other purpose, each month during the Tenant’s occupation of the Affordable Housing Unit:

 - (i) a statement of the total, gross annual income, once per calendar year, from all sources (including but not limited to employment, disability, retirement, and investment) of all members of the Tenant’s household who are 18 years of age and over and who reside in the Affordable Housing Unit;
 - (ii) the number of occupants of the Affordable Housing Unit;
 - (iii) the number of occupants of the Affordable Housing Unit 18 years of age and under; and
 - (iv) the number of occupants of the Affordable Housing Unit who are Seniors;

- (b) defines the term “Landlord” as the Owner of the Affordable Housing Unit; and
 - (c) includes a provision requiring the Tenant and each permitted occupant of the Affordable Housing Unit to comply with this Agreement.
- 3.5 If the Owner sells or transfers any Affordable Housing Units, the Owner will notify the City Solicitor and the Director, Housing Office of the sale or transfer within three (3) days of the effective date of sale or transfer.
- 3.6 The Owner must not rent, lease, license or otherwise permit occupancy of any Affordable Housing Unit except to an Eligible Tenant and except in accordance with the following additional conditions:
- (a) the Affordable Housing Unit will be used or occupied only pursuant to a Tenancy Agreement;
 - (b) the monthly rent payable for the Affordable Housing Unit will not exceed the Permitted Rent applicable to that class of Affordable Housing Unit;
 - (c) the Owner will allow the Tenant and any permitted occupant and visitor to have full access to and use and enjoy all Common Amenities and will not Subdivide the Lands unless all easements and rights of way are in place to secure such use;
 - (d) the Owner will not require the Tenant or any permitted occupant to pay any of the following:
 - (i) move-in/move-out fees;
 - (ii) strata fees;
 - (iii) strata property contingency reserve fees;
 - (iv) extra charges or fees for use of any Common Amenities, common property, limited common property, or other common areas, facilities or amenities, including without limitation Affordable Housing Parking, bicycle storage, electric vehicle and bicycle charging stations or related facilities;
 - (v) extra charges for the use of sanitary sewer, storm sewer, or water; or
 - (vi) property or similar tax;

provided, however, that if either the Affordable Housing Unit is a strata unit and the following costs are not part of strata or similar fees or the Affordable Housing Unit is not part of a strata unit, an Owner may charge the Tenant the Owner’s cost, if any, of:

- (vii) providing cable television, telephone, other telecommunications, electricity (including electricity fees and charges associated with the Tenant's use of electrical vehicle and bicycle charging infrastructure) or district energy charges (including for heating, cooling, or domestic hot water heating);
- (viii) installing electric vehicle charging infrastructure (in excess of that pre-installed by the Owner at the time of construction of the Development), by or on behalf of the Tenant; and
- (ix) paying security fees for the use of guest suites (if any) or security and cleaning fees related to the use of any party or meeting room located on the Lands (if any) that are associated with the Tenant's use of such facilities, provided that such charges are the same as those payable by any other residential occupant of the Development;

and notwithstanding Section 3.6(d)(iv) as it relates to Affordable Housing Parking, the Owner may require the Tenant or any permitted occupant to pay extra charges for Affordable Housing Parking if:

- (x) City Council, at its sole discretion, establishes a policy permitting extra monthly or annual parking charges for the use, by tenants or other permitted occupants of low-end market rental housing units, of those parking spaces required to be provided for the exclusive use of low-end market rental housing units pursuant to:
 - A. the Zoning Bylaw; or
 - B. agreements, covenants and charges granted to the City (including covenants pursuant to Section 219 of the *Land Title Act*) in respect of, *inter alia*, the construction and use of low-end market rental housing units and parking spaces; and
- (xi) such charges payable are equal to or less than the charges payable by any other occupant of a Dwelling Unit at or below the prevailing market rates for rental properties in the City;

- (e) the Owner will attach a copy of this Agreement to every Tenancy Agreement;
- (f) the Owner will include in the Tenancy Agreement a clause requiring the Tenant and each permitted occupant of the Affordable Housing Unit to comply with this Agreement;
- (g) the Owner will include in the Tenancy Agreement a clause entitling the Owner to terminate the Tenancy Agreement if:

- (i) an Affordable Housing Unit is occupied by a person or persons other than an Eligible Tenant;
- (ii) the annual income of an Eligible Tenant rises above the applicable maximum amount specified in Section 1.1(u) of this Agreement;
- (iii) the Affordable Housing Unit is occupied by more than the number of people the City determines can reside in the Affordable Housing Unit given the number and size of bedrooms in the Affordable Housing Unit and in light of any relevant standards set by the City in any bylaws of the City;
- (iv) the Affordable Housing Unit remains vacant for three (3) consecutive months or longer, notwithstanding the timely payment of rent; and/or
- (v) the Tenant subleases the Affordable Housing Unit or assigns the Tenancy Agreement in whole or in part, except as may be required by the *Residential Tenancy Act* and in such circumstance, the Tenant may not sublease the Affordable Housing Unit or assign the Tenancy Agreement (A) without the prior consent of the Owner, and (B) to anyone who is not an Eligible Tenant,

and in the case of each breach, the Owner hereby agrees with the City to forthwith provide to the Tenant a notice of termination. Except for Section 3.6(g)(ii) of this Agreement [*Termination of Tenancy Agreement if Annual Income of Tenant rises above amount prescribed in Section 1.1(u), Eligible Tenant, of this Agreement*], the notice of termination shall provide that the termination of the tenancy shall be effective on the date that is the greater of 30 days following the date of the notice of termination and the minimum amount of notice required by the *Residential Tenancy Act*. In respect to Section 3.6(g)(ii) of this Agreement, termination shall be effective on the day that is six (6) months following the date that the Owner provided the notice of termination to the Tenant;

- (h) the Tenancy Agreement will identify all occupants of the Affordable Housing Unit and will stipulate that anyone not identified in the Tenancy Agreement will be prohibited from residing at the Affordable Housing Unit for more than 30 consecutive days or more than 45 days total in any calendar year; and
- (i) the Owner will forthwith deliver a certified true copy of the Tenancy Agreement to the City upon demand.

3.7 If the Owner has terminated the Tenancy Agreement, then the Owner shall use best efforts to cause the Tenant and all other persons that may be in occupation of the Affordable Housing Unit to vacate the Affordable Housing Unit on or before the effective date of termination.

- 3.8 The Owner shall not impose any age-based restrictions on Tenants of Affordable Housing Units, unless expressly permitted by the City in writing in advance.
- 3.9 The Owner acknowledges its duties not to discriminate with respect to tenancies and agrees to comply with the *Human Rights Code* (BC) with respect to tenancy matters, including tenant selection for the Affordable Housing Units.

ARTICLE 4 DEMOLITION OF AFFORDABLE HOUSING UNIT

- 4.1 The Owner will not demolish an Affordable Housing Unit unless:
- (a) the Owner has obtained the written opinion of a professional engineer or architect who is at arm's length to the Owner that it is no longer reasonable or practical to repair or replace any structural component of the Affordable Housing Unit, and the Owner has delivered to the City a copy of the engineer's or architect's report; or
 - (b) the Owner has obtained the written opinion of a professional engineer or architect who is at arm's length to the Owner that the Affordable Housing Unit is damaged or destroyed, to the extent of 40% or more of its value above its foundations, as determined by the City in its sole discretion,

and, in each case, a demolition permit for the Affordable Housing Unit, as applicable, has been issued by the City and the Affordable Housing Unit has been demolished under that permit.

Following demolition, the Owner will use and occupy any replacement Dwelling Unit in compliance with this Agreement and the Housing Covenant both of which will apply to any replacement Dwelling Unit to the same extent and in the same manner as those agreements apply to the original Dwelling Unit, and the Dwelling Unit must be approved by the City as an Affordable Housing Unit in accordance with this Agreement.

ARTICLE 5 STRATA CORPORATION BYLAWS

- 5.1 This Agreement will be binding upon all strata corporations created upon the strata title Subdivision of the Lands or any Subdivided parcel of the Lands.
- 5.2 Any strata corporation bylaw, which prevents, restricts or abridges the right to use the Affordable Housing Units as rental accommodation, or imposes age-based restrictions on Tenants of Affordable Housing Units, will have no force and effect, unless expressly approved by the City in writing in advance.
- 5.3 No strata corporation shall pass any bylaws preventing, restricting or abridging the use of the Affordable Housing Units as rental accommodation.

- 5.4 No strata corporation shall pass any bylaw or approve any levies which would result in only the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit (and not include all the owners, tenants, or any other permitted occupants of all the strata lots in the applicable strata plan which are not Affordable Housing Units) paying any extra charges or fees for the use of any Common Amenities, common property, limited common property or other common areas, facilities, or indoor or outdoor amenities of the strata corporation contrary to Section 3.6(d).
- 5.5 No strata corporation shall pass any bylaws or approve any levies, charges or fees which would result in the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit paying for the use of parking, bicycle storage, electric vehicle and bicycle charging stations or related facilities contrary to Section 3.6(d). Notwithstanding the foregoing, the strata corporation may levy such parking, bicycle storage, electric vehicle and bicycle charging stations or other related facilities charges or fees on all the other owners, tenants, any other permitted occupants or visitors of all the strata lots in the applicable strata plan which are not Affordable Housing Units; provided, however, that the electricity fees, charges or rates for use of electric vehicle and bicycle charging stations are excluded from this provision.
- 5.6 The strata corporation shall not pass any bylaw or make any rule which would restrict the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit from using and enjoying any Common Amenities, common property, limited common property or other common areas, facilities or amenities of the strata corporation except on the same basis that governs the use and enjoyment of these facilities by all the owners, tenants, or any other permitted occupants of all the strata lots in the applicable strata plan which are not Affordable Housing Units.

ARTICLE 6 DEFAULT AND REMEDIES

- 6.1 The Owner agrees that, in addition to any other remedies available to the City under this Agreement or the Housing Covenant or at law or in equity, if:
 - (a) an Affordable Housing Unit is used or occupied in breach of this Agreement;
 - (b) an Affordable Housing Unit is rented at a rate in excess of the Permitted Rent; or
 - (c) the Owner is otherwise in breach of any of its obligations under this Agreement or the Housing Covenant,

then the Owner will pay the Daily Amount to the City for every day that the breach continues after ten (10) days written notice from the City to the Owner stating the particulars of the breach. For greater certainty, the City is not entitled to give written notice with respect to any breach of the Agreement until any applicable cure period, if any, has expired. The Daily Amount is due and payable five (5) business days following receipt by the Owner of an invoice from the City for the same.

6.2 Notwithstanding Section 6.1:

- (a) if the breach arises solely as a result of an enactment of a strata bylaw by a strata corporation contrary to this Agreement, the City will not charge the Daily Amount to the registered owner of the Affordable Housing Units, except in their capacity as one of the owners of such strata corporation; and
- (b) if the default cannot be remedied within the applicable cure period, and the Owner has, to the satisfaction of the City:
 - (i) delivered to the City the method and schedule for remedying the default;
 - (ii) commenced remedying the default; and
 - (iii) been diligently and continuously proceeding to remedy the default within the estimated schedule,

the City will not charge the Owner with the Daily Amount with respect to the breach of the Agreement unless, in the City's opinion, the Owner has ceased to diligently and continuously work to remedy the default within the estimated schedule.

6.3 The Owner acknowledges and agrees that a default by the Owner of any of its promises, covenants, representations or warranties set out in the Housing Covenant shall also constitute a default under this Agreement.

ARTICLE 7 MISCELLANEOUS

7.1 **Housing Agreement**

The Owner acknowledges and agrees that:

- (a) this Agreement includes a housing agreement entered into under Section 483 of the *Local Government Act*;
- (b) where an Affordable Housing Unit is a separate legal parcel the City may file notice of this Agreement in the LTO against the title to the Affordable Housing Unit and, in the case of a strata corporation, may note this Agreement on the common property sheet; and
- (c) where the Lands have not yet been Subdivided to create the separate parcels to be charged by this Agreement, the City may file a notice of this Agreement in the LTO against the title to the Lands.
- (d) if this Agreement is filed in the LTO as a notice under Section 483 of the *Local Government Act* prior to the Lands having been Subdivided, then after the Lands are Subdivided and after an Occupancy Certificate has been issued for all Affordable Housing Units, this Agreement will secure only the legal parcels

Housing Agreement (Section 483 *Local Government Act*)
5593 No 3 Road, 7977 Lansdowne Road and 5520 McNaughton Road (Formerly 5591, 5631, 5651 and 5671 No. 3 Road)
Application No. RZ 17-779262 Zoning Bylaw No.9860
RZ Consideration #16

which contain the Affordable Housing Units, including the common property of any applicable strata corporation; and the City will partially release this Agreement accordingly, provided however that:

- (i) the City has no obligation to execute the necessary documents for release until a written request therefor from the Owner is received by the City, which request includes the registrable form of release (Form 17 (Cancellation of Charge, Notation or Filing));
- (ii) the cost of the preparation of the aforesaid release, and the cost of registration of the same in the Land Title Office is paid by the Owner;
- (iii) the City has a reasonable time within which to execute such documents for the Form 17 (Cancellation of Charge, Notation or Filing) and return the same to the Owner for registration; and
- (iv) the Owner acknowledges that such release is without prejudice to the indemnity and release set forth in Sections 7.5 and 7.6.

The Owner acknowledges and agrees that notwithstanding a partial release of this Agreement, this Agreement will be and remain in full force and effect and, but for the partial release, otherwise unamended.

- (e) if the Lands, or a portion of the Lands, containing the Affordable Housing Units is Subdivided pursuant to the Strata Property Act, this Agreement will remain noted on the common property sheet of the strata corporation stored in the LTO and on title to all strata lots in the legal parcel in which the Affordable Housing Units are situated (including Affordable Housing Units and non-Affordable Housing Units);
- (f) if the Lands, or a portion of the Lands, containing the Affordable Housing Units is Subdivided in any manner not contemplated in paragraph (d) or (e), this Agreement will remain on title to interests into which the Lands are subdivided.

7.2 No Compensation

The Owner acknowledges and agrees that no compensation is payable, and the Owner is not entitled to and will not claim any compensation from the City, for any decrease in the market value of the Lands or for any obligations on the part of the Owner and its successors in title which at any time may result directly or indirectly from the operation of this Agreement.

7.3 Modification

Subject to Section 7.1 of this Agreement, this Agreement may be modified or amended from time to time, by consent of the Owner and a bylaw duly passed by the Council of the City and thereafter if it is signed by the City and the Owner.

7.4 Management

The Owner covenants and agrees that it will ensure good and efficient management of the Affordable Housing Units and will permit representatives of the City to inspect the Affordable Housing Units at any reasonable time, subject to the notice provisions in the *Residential Tenancy Act*. The Owner further covenants and agrees that it will maintain the Affordable Housing Units in a good state of repair and fit for habitation and will comply with all laws, including health and safety standards applicable to the Lands at no cost or charge to the Tenant.

If applicable, the Owner further covenants and agrees that it will vote:

- (a) as owner of the Affordable Housing Units, in any applicable annual general meetings or special general meetings of the strata corporation; and
- (b) as the owner of the air space parcel or remainder parcel containing the Affordable Housing Units at any applicable meetings of the owners of the other Subdivided parcels of the Lands,

to ensure that the Common Amenities are maintained in a good state of repair by the strata corporation which includes the Affordable Housing Units and any of the Common Amenities, and the owner of the applicable air space parcel or remainder parcel which includes any of the Common Amenities, and/or the Parking Operator, as applicable.

If the Owner fails to ensure good and efficient management of the Affordable Housing Units or maintain the Affordable Housing Units as required by this Section 7.4, then, after applicable notice and cure periods, the Owner acknowledges and agrees that the City, in its absolute discretion, may require the Owner, at the Owner's expense, to hire a person or company with the skill and expertise to manage the Affordable Housing Units.

7.5 Indemnity

The Owner will indemnify and save harmless the City and each of its elected officials, officers, directors, and agents, and their heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands, actions, loss, damage, costs and liabilities, which all or any of them will or may be liable for or suffer or incur or be put to by reason of or arising out of:

- (a) any negligent act or omission of the Owner, or its officers, directors, agents, contractors or other persons for whom at law the Owner is responsible relating to this Agreement;
- (b) the City's refusal to issue a Development Permit, Building Permit, or Occupancy Certificate for, or refusal to permit occupancy of, any Building, or any portion thereof, constructed on the Lands arising out of or in connection, directly or indirectly, or that would not or could not have occurred "but for" this Agreement;

- (c) the construction, maintenance, repair, ownership, lease, license, operation, management or financing of the Lands or any Affordable Housing Unit or the enforcement of any Tenancy Agreement; or
- (d) without limitation, any legal or equitable wrong on the part of the Owner or any breach of this Agreement by the Owner.

7.6 Release

The Owner hereby releases and forever discharges the City and each of its elected officials, officers, directors, and agents, and its and their heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands, damages, actions, or causes of action by reason of or arising out of or which would or could not occur but for the:

- (a) construction, maintenance, repair, ownership, lease, license, operation or management of the Lands or any Affordable Housing Unit under this Agreement;
- (b) the City's refusal to issue a Development Permit, Building Permit, or Occupancy Certificate for, or refusal to permit occupancy of, any Building, or any portion thereof, constructed on the Lands arising out of or in connection, directly or indirectly, or that would not or could not have occurred "but for" this Agreement; or
- (c) the exercise by the City of any of its rights under this Agreement or an enactment.

7.7 Survival

The obligations of the Owner set out in this Agreement, including but not limited to Sections 7.5 and 7.6, will survive termination or discharge of this Agreement.

7.8 Priority

The Owner will do everything necessary, at the Owner's expense, to ensure that this Agreement, if required by the City Solicitor, will be noted against title to the Lands in priority to all financial charges and encumbrances which may have been registered or are pending registration against title to the Lands save and except those specifically approved in advance in writing by the City Solicitor or in favour of the City, and that a notice under Section 483(5) of the *Local Government Act* will be filed on the title to the Lands.

7.9 City's Powers Unaffected

This Agreement does not:

- (a) affect or limit the discretion, rights, duties or powers of the City under any enactment or at common law, including in relation to the use or subdivision of the Lands;

- (b) impose on the City any legal duty or obligation, including any duty of care or contractual or other legal duty or obligation, to enforce this Agreement;
- (c) affect or limit any enactment relating to the use or subdivision of the Lands; or
- (d) relieve the Owner from complying with any enactment, including in relation to the use or subdivision of the Lands.

7.10 Agreement for Benefit of City Only

The Owner and the City agree that:

- (a) this Agreement is entered into only for the benefit of the City;
- (b) this Agreement is not intended to protect the interests of the Owner, any Tenant, or any future owner, lessee, occupier or user of the Lands or the building or any portion thereof, including any Affordable Housing Unit; and
- (c) the City may at any time execute a release and discharge of this Agreement, without liability to anyone for doing so, and without obtaining the consent of the Owner.

7.11 No Public Law Duty

Where the City is required or permitted by this Agreement to form an opinion, exercise a discretion, express satisfaction, make a determination or give its consent, the Owner agrees that the City is under no public law duty of fairness or natural justice in that regard and agrees that the City may do any of those things in the same manner as if it were a private party and not a public body.

7.12 Notice

Any notice required to be served or given to a party herein pursuant to this Agreement will be sufficiently served or given if delivered, to the postal address of the Owner set out in the records at the LTO, and in the case of the City addressed:

To: Clerk, City of Richmond
6911 No. 3 Road
Richmond, BC V6Y 2C1

Copies to: City Solicitor, and the Director, Housing Office,

or to the most recent postal address provided in a written notice given by each of the parties to the other. Any notice which is delivered is to be considered to have been given on the first day after it is dispatched for delivery.

7.13 Enuring Effect

This Agreement will extend to and be binding upon and enure to the benefit of the parties hereto and their respective successors and permitted assigns.

7.14 Severability

If any provision of this Agreement is found to be invalid or unenforceable, such provision or any part thereof will be severed from this Agreement and the resultant remainder of this Agreement will remain in full force and effect.

7.15 Waiver

All remedies of the City will be cumulative and may be exercised by the City in any order or concurrently in case of any breach and each remedy may be exercised any number of times with respect to each breach. Waiver of or delay in the City exercising any or all remedies will not prevent the later exercise of any remedy for the same breach or any similar or different breach.

7.16 Sole Agreement

This Agreement, and any documents signed by the Owner contemplated by this Agreement (including, without limitation, the Housing Covenant), represent the whole agreement between the City and the Owner respecting the use and occupation of the Affordable Housing Units, and there are no warranties, representations, conditions or collateral agreements made by the City except as set forth in this Agreement. In the event of any conflict between this Agreement and the Housing Covenant, this Agreement shall, to the extent necessary to resolve such conflict, prevail.

7.17 Further Assurance

Upon request by the City the Owner will forthwith do such acts and execute such documents as may be reasonably necessary in the opinion of the City to give effect to this Agreement.

7.18 Covenant Runs with the Lands

This Agreement burdens and runs with the Lands and every parcel into which it is Subdivided in perpetuity. All of the covenants and agreements contained in this Agreement are made by the Owner for itself, its personal administrators, successors and assigns, and all persons who after the date of this Agreement, acquire an interest in the Lands.

7.19 Equitable Remedies

The Owner acknowledges and agrees that damages would be an inadequate remedy for the City for any breach of this Agreement and that the public interest strongly favours

specific performance, injunctive relief (mandatory or otherwise), or other equitable relief, as the only adequate remedy for a default under this Agreement.

7.20 No Joint Venture

Nothing in this Agreement will constitute the Owner as the agent, joint venturer, or partner of the City or give the Owner any authority to bind the City in any way.

7.21 Applicable Law

Unless the context otherwise requires, the laws of British Columbia (including, without limitation, the *Residential Tenancy Act*) will apply to this Agreement and all statutes referred to herein are enactments of the Province of British Columbia.

7.22 Deed and Contract

By executing and delivering this Agreement the Owner intends to create both a contract and a deed executed and delivered under seal.

7.23 Joint and Several

If the Owner is comprised of more than one person, firm or body corporate, then the covenants, agreements and obligations of the Owner shall be joint and several.

7.24 Limitation on Owner's Obligations

The Owner is only liable for breaches of this Agreement that occur while the Owner is the registered owner of the Lands, or parts thereof, provided however that notwithstanding that the Owner is no longer the registered owner of the Lands, or parts thereof, the Owner will remain liable for breaches of this Agreement that occurred while the Owner was the registered owner of the Lands, or parts thereof. For the avoidance of doubt, the Owner shall only be liable for breaches of this Agreement as registered owner of those portions of the Lands from which this Agreement has not been discharged in accordance with and subject to Section 7.1.

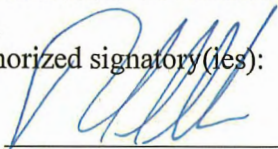
7.25 Counterparts

This Agreement may be signed by the parties hereto in counterparts and by facsimile or pdf email transmission, each such counterpart, facsimile or pdf email transmission copy shall constitute an original document and such counterparts, taken together, shall constitute one and the same instrument and may be compiled for registration, if registration is required, as a single document.

[remainder of page intentionally blank]

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above written.

**LUXE RICHMOND
DEVELOPMENT LIMITED
PARTNERSHIP**, by its general partner
LUXE RICHMOND DEVELOPMENT
GP LTD.,
by its authorized signatory(ies):

Per: 
Name: RICHARD ILICH

Per: _____
Name: _____

**LUXE RICHMOND NOMINEE LTD.,
(INC. NO. BC1275681)**
by its authorized signatory(ies):

Per: 
Name: RICHARD ILICH

Per: _____
Name: _____

CITY OF RICHMOND
by its authorized signatory(ies):

Per: _____
Malcolm D. Brodie, Mayor

Per: _____
Claudia Jesson, Corporate Officer

CITY OF RICHMOND
APPROVED for content by originating dept.
Legal Advice
DATE OF COUNCL APPROVAL (if applicable)

SCHEDULE A to Housing Agreement

STATUTORY DECLARATION (Affordable Housing Units)

CANADA)	IN THE MATTER OF Unit Nos. _____ - _____
)	(collectively, the " Affordable Housing Units ") located at
)	_____
PROVINCE OF BRITISH COLUMBIA)	(<i>street address</i>), British Columbia, and Housing Agreement
)	dated _____, 20____ (the " Housing
TO WIT:)	Agreement ") between
)	_____ and the
)	City of Richmond (the " City ")

I, _____ (*full name*),

of _____ (*address*) in the Province

of British Columbia, DO SOLEMNLY DECLARE that:

1. ☐ I am the registered owner (the "**Owner**") of the Affordable Housing Units;

or,

☐ I am a director, officer, or an authorized signatory of the Owner and I have personal knowledge of the matters set out herein;

2. This declaration is made pursuant to the terms of the Housing Agreement in respect of the Affordable Housing Units and information as of the ____ day of _____, 20____;

3. To the best of my knowledge, continuously since the last Statutory Declaration process:
 - a) the Affordable Housing Units, if occupied, were occupied only by Eligible Tenants (as defined in the Housing Agreement); and
 - b) the Owner of the Affordable Housing Units complied with the Owner's obligations under the Housing Agreement and any housing covenant(s) registered against title to the Affordable Housing Units;

4. The information set out in the table attached as Appendix A hereto (the "**Information Table**") in respect of each of the Affordable Housing Units is current and accurate as of the date of this declaration; and

Page 1 of 2 – continued on next page...

Housing Agreement (Section 483 *Local Government Act*)
 5593 No 3 Road, 7977 Lansdowne Road and 5520 McNaughton Road (Formerly 5591, 5631, 5651 and 5671 No. 3 Road)
 Application No. RZ 17-779262 Zoning Bylaw No.9860
 RZ Consideration #16

- And I make this solemn declaration, conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the *Canada Evidence Act*.

(Signature of Declarant)

Name: _____

*Declarations should be signed, stamped, and dated and witnessed by a lawyer,
notary public, or commissioner for taking affidavits.*

Appendix A to Statutory Declaration

Building Name:		Building Address:		Property Manager Name:		Property Manager Phone Number:									
Property Management Company:		Property Manager Email:		Fees Collected (For any fees charged, provide details and explanation regarding the fees to the City together with the Statutory Declaration.)											
Unit and Household Information				Income and Rent											
Row #	Unit #	Unit Type (Studio, 1 Bed, 2 Bed, 3 Bed)	Number of Occupants (#)	Related to Owner (Yes/No) (Provide one response per occupant)	Total Number of Occupants who are "Seniors" as that term is defined in the Affordable Housing Agreement (#)	Starting Year of Tenancy	Before-tax Total Income(s) (if Occupant is 18 years & Over) (Provide one response per occupant)	Income Verification Received (Yes/No) (Provide one response per occupant)	Before-tax Total Income of All Occupants 18 years & Over	Rent (\$/Month)	Parking Fees	Move- in/Move-out Fees	Storage Fees	Amenity Usage Fees	Other Tenant Fees
0	EXAMPLE ONLY - 101	3 BR	4	No No No No	1	2022	\$31,049 \$22,764 \$7,805	Yes Yes Yes	\$61,638	\$1,611.19	\$ -	\$ -	\$ -	\$ -	\$ -
1															
2															
5															

Continue rows as needed.

Housing Agreement (Section 483 Local Government Act)
5593 No 3 Road, 7977 Lansdowne Road and 5520 McNaughton Road (Formerly 5591, 5631, 5651 and 5671 No. 3 Road)
Housing Agreement Bylaw No. 10057, Amendment Bylaw No. 10654

8003529

4914-7187-9735, v. 2

CONSENT AND PRIORITY AGREEMENT

With respect to the Amended and Restated Housing Agreement (the “**Housing Agreement**”) made pursuant to section 483 of the *Local Government Act* between the City of Richmond and LUXE RICHMOND DEVELOPMENT LIMITED PARTNERSHIP together with LUXE RICHMOND NOMINEE LTD. (together, the “**Owner**”) in respect of the Lands (as described in the Housing Agreement).

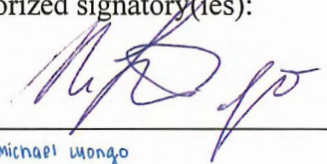
Canadian Imperial Bank of Commerce (the “**Bank**”) is the holder of a mortgage and assignment of rents encumbering the Lands which mortgage and assignment of rents is/are registered in the Lower Mainland Land Title Office under the following numbers: Mortgage CB128076, and Assignment of Rents CB128077(collectively, the “**Bank Charge(s)**”).

The Bank, being the holder of the Bank Charges, by signing below, in consideration of the payment of Ten Dollars (\$10.00) and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged and agreed to by the Bank, hereby consents to the granting of the covenants in the Housing Agreement by the Owner and hereby covenants that the Housing Agreement shall bind the Bank Charge(s) in the Lands and shall rank in priority upon the Lands over the Bank Charge(s) as if the Housing Agreement had been signed, sealed and delivered and noted on title to the Lands prior to the Bank Charge(s) and prior to the advance of any monies pursuant to the Bank Charge(s). The grant of priority is irrevocable, unqualified and without reservation or limitation.

Canadian Imperial Bank of Commerce
by its authorized signatory(ies):

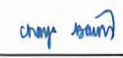
Per:

Name:


Michael Wong

Per:

Name:


Chaya Bains

CONSENT AND PRIORITY AGREEMENT

With respect to the Amended and Restated Housing Agreement (the “**Housing Agreement**”) made pursuant to section 483 of the *Local Government Act* between the City of Richmond and LUXE RICHMOND DEVELOPMENT LIMITED PARTNERSHIP together with LUXE RICHMOND NOMINEE LTD. (together, the “**Owner**”) in respect of the Lands (as described in the Housing Agreement).

Westmount West Services Inc. (Inc. No. BC1195001) (the “**Bank**”) is the holder of a mortgage and assignment of rents encumbering the Lands which mortgage and assignment of rents is/are registered in the Lower Mainland Land Title Office under the following numbers: Mortgage CB244111, and Assignment of Rents CB244112 (collectively, the “**Bank Charge(s)**”).

The Bank, being the holder of the Bank Charges, by signing below, in consideration of the payment of Ten Dollars (\$10.00) and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged and agree to by the Bank, hereby consents to the granting of the covenants in the Housing Agreement by the Owner and hereby covenants that the Housing Agreement shall bind the Bank Charge(s) in the Lands and shall rank in priority upon the Lands over the Bank Charge(s) as if the Amendment had been signed, sealed and delivered and noted on title to the Lands prior to the Bank Charge(s) and prior to the advance of any monies pursuant to the Bank Charge(s). The grant of priority is irrevocable, unqualified and without reservation or limitation.

Westmount West Services Inc.
(Inc. No. BC1195001)

by its authorized signatory(ies):

Per: _____

Name: _____


Abdul Waheed
Westmount West Services Inc.

Per: _____

Name: _____



City of Richmond

Report to Committee

To: Finance Committee

Date: April 9, 2025

From: Mike Ching
Director, Finance

File: 03-0905-01/2025-Vol
01

Re: 2024 Consolidated Financial Statements

Staff Recommendation

That the 2024 City of Richmond Consolidated Financial Statements as presented in Attachment 2 be approved.

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

Att. 3

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

Staff Report

Origin

Sections 98 and 167 of the *Community Charter* require that the City of Richmond (the City) prepare annual audited financial statements. The City's audited consolidated financial statements for 2024 have been prepared in accordance with Canadian public sector accounting standards as prescribed by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada.

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

KPMG LLP (KPMG) has been appointed by City Council to independently audit the City's consolidated financial statements. They have expressed an opinion, that the City's consolidated financial statements present fairly, in all material respects, the consolidated financial position of the City as at December 31, 2024, and its consolidated results of operation, its consolidated changes in net financial assets and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards. The complete Audit Findings Report is included as Attachment 1.

The annual financial statements and the auditor's report for the year ended December 31, 2024 are included as Attachment 2.

The consolidated financial statements combine the accounts of the City of Richmond, Richmond Olympic Oval and Richmond Public Library. The City's investment in Lulu Island Energy Company, a wholly owned government business enterprise, is accounted for using the modified equity method. Further information about the basis of consolidation is listed in Note 2 to the consolidated financial statements.

An analysis of the consolidated financial statements as prepared by management is provided in the Financial Statement Discussion and Analysis (FSD&A) included in Attachment 3. The FSD&A explains the significant differences in the financial statements between the reported year and the previous year as well as between budgeted and actual results. This analysis is intended to be read in conjunction with the audited 2024 consolidated financial statements.

Adoption of new accounting standards

New Public Sector accounting standards (PS) and guidelines (PSG) were adopted effective for the 2024 consolidated financial statements. The new standards and guidelines include:

1. PS 3160 Public Private Partnerships. This standard addresses the recognition, measurement, presentation and disclosure of infrastructure procured by public sector entities through certain types of public private partnership arrangements. The adoption of these standards did not have any impact on the amounts presented in the consolidated financial statements.
2. PSG-8 Purchased Intangibles. This guideline defines purchased intangibles as identifiable non-monetary economic resources without physical substance acquired through an arm's length exchange transaction between knowledgeable, willing parties who are under no compulsion to act. The adoption of these guidelines did not have any impact on the amounts presented in the consolidated financial statements.
3. PS 3400 Revenue. This standard establishes how to account for and report on revenue arising from transactions that include performance obligations and applies to all revenues, except for taxation revenues, government transfers, income from investments in GBE and other revenues which are covered in other PS. Details on the impact of adopting these standards on the amounts presented in the consolidated financial statements is provided in Attachment 2, Note 3(c).

Financial Impact

None.

Conclusion

The City's audited consolidated financial statements for 2024 have been prepared in accordance with Canadian public sector accounting standards as prescribed by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. As noted in the Auditors' Report, it is the Auditors' opinion that these consolidated financial statements present fairly, in all material respects, the consolidated financial position of the City as at December 31, 2024, and its consolidated results of operation, its consolidated changes in net financial assets and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.



Cindy Gilfillan, CPA, CMA
Manager, Financial Reporting
(604-276-4077)

- Att. 1: Audit Findings Report for the year ended December 31, 2024
2: 2024 City of Richmond Consolidated Financial Statements
3: 2024 Financial Statement Discussion and Analysis



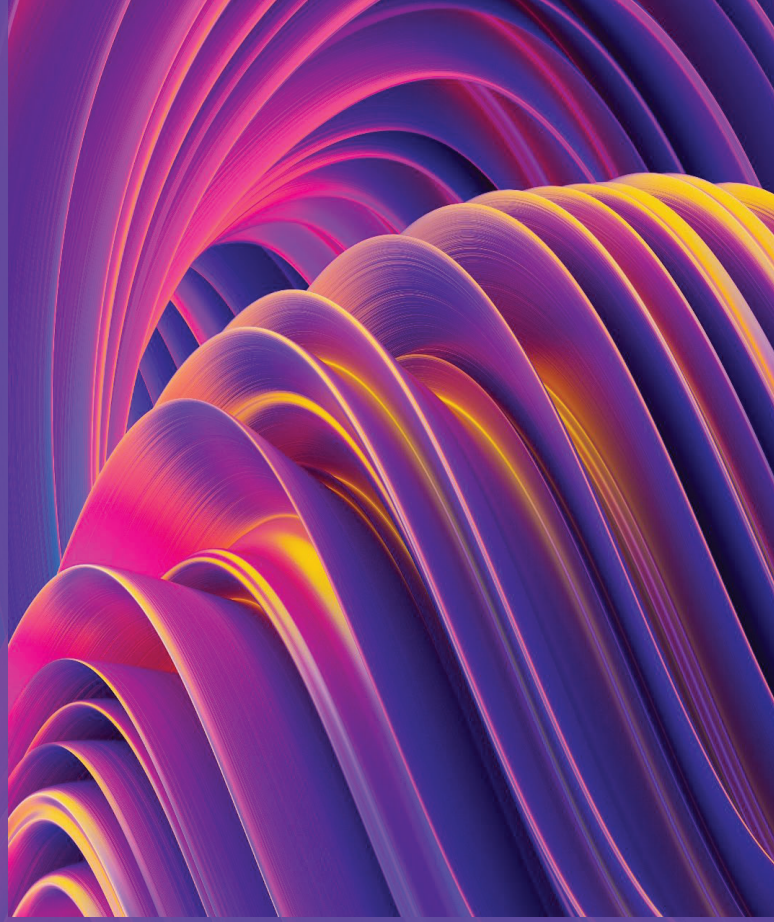
City of Richmond

Audit Findings Report
for the year ended December 31, 2024

KPMG LLP

Prepared April 15, 2025 for presentation on May 5, 2025

kpmg.ca/audit



KPMG contacts

Key contacts in connection with this engagement



Aanu Adeleye, MBA, CPA, CPA (Illinois) *
Engagement Partner
604-527-3746
aadeleye@kpmg.ca



Brandon Ma
Engagement Quality Control Review Partner
604-617-3880
bjma@kpmg.ca



Chito Lo, MSc, CPA, CA
Engagement Senior Manager
514-840-2630
chitololo@kpmg.ca

* We have transitioned the role of Engagement Partner providing services to the City of Richmond. This change has been discussed with and approved by Management.



© 2024 KPMG LLP, an Ontario limited liability partnership and a member firm of the KPMG global organization of independent member firms affiliated with KPMG International Limited, a private English company limited by guarantee. All rights reserved.

Table of contents

4	Highlights	5	Status	6	Risks and results
12	Control deficiencies	13	Policies and practices	15	Audit quality
16	Appendices				

The purpose of this report is to assist you, as a member of Richmond City Council ("Council"), in your review of the results of our audit of the financial statements. This report is intended solely for the information and use of Management and Council and should not be used for any other purpose or any other party. KPMG shall have no responsibility or liability for loss or damages or claims, if any, to or by any third party as this report has not been prepared for, and is not intended for, and should not be used by, any third party or for any other purpose.



Digital use information

This Audit Findings Report is also available as a "hyper-linked" PDF document.

If you are reading in electronic form (e.g. In "Adobe Reader" or "Board Books"), clicking on the home symbol on the top right corner will bring you back to this slide.



Click on any item in the table of contents to navigate to that section.

Audit highlights

Purpose of this report

The purpose of this Audit Findings Report is to assist you, as a member of Richmond City Council ("Council") in your review of the results of the consolidated financial statements (hereinafter referred to as the "financial statements") of the City of Richmond (the "City") as at and for the year ended December 31, 2024. Our audit has been performed in accordance with Canadian generally accepted auditing standards (CAS).

Status

We have completed the audit of the financial statements with the exception of certain remaining outstanding procedures, which are highlighted on the 'Status' slide of this report.

Significant changes

Significant changes since our audit plan

No change to risk assessment

No change to audit strategy assessment

Current developments

There have been no updates to the current developments included in our Audit Planning Report that was previously provided to you.

Risks and results

Significant risks

Presumed risk of management override of controls

Other risks of material misstatement

Revenue including new accounting standards, deferred revenue, and development cost charges

Expenses, including salary and benefits expense

Tangible capital assets

Other areas of audit focus

Valuation of post-employment benefit liability

Matters to report – see link for details

Uncorrected misstatements

We identified misstatements that remain uncorrected in the financial statements. Based on both qualitative and quantitative considerations, management has decided not to correct the misstatements and represented to us that the misstatements - individually and in the aggregate - are, in their judgment, not material to the financial statements.

We concur that the uncorrected misstatements are not material to the financial statements. Accordingly, the uncorrected misstatements have no effect on our auditor's report.

Corrected misstatements

Significant deficiencies

Other deficiencies

Accounting policies and practices

Significant unusual transactions

We confirm that we are independent with respect to the City within the meaning of the relevant rules and related interpretations prescribed by the relevant professional bodies in Canada and any applicable legislation or regulation from January 1, 2024 up to the date of this report.

© 2024 KPMG LLP, an Ontario limited liability partnership and a member firm of the KPMG global organization of independent member firms affiliated with KPMG International Limited, a private English company limited by guarantee. All rights reserved.

4



Status

As of the date of this report, we have completed the audit of the financial statements, with the exception of certain remaining procedures, which include:

- Completing our discussions with the Council.
- Obtaining the signed management representation letter.
- Obtaining evidence of the Council's acceptance of the financial statements.
- Completing subsequent event review procedures up to the date of your approval of the financial statements.

We will update you and management on significant matters, if any, arising from the completion of the audit, including the completion of the above procedures. Our auditor's report, a draft of which is included in the draft financial statements, will be dated upon the completion of any remaining procedures.

CNCL – 241




Significant risks and results

We highlight our significant findings in respect of **significant risks**.



**Risk of management override of controls
presumed significant risk in accordance with Canadian Auditing Standards (“CAS”) 240**



Significant risk

Management is in a unique position to perpetrate fraud because of its ability to manipulate accounting records and prepare fraudulent financial statements by overriding controls that otherwise appear to be operating effectively. Although the level of risk of management override of controls will vary from entity to entity, the risk nevertheless is present in all entities.

Our response

- As the risk is not rebuttable, our audit methodology incorporates the required procedures in professional standards to address this risk. These procedures include:
- Testing of journal entries and other adjustments.
 - Performing a retrospective review of significant estimates and evaluating the business rationale of significant unusual transactions.
 - Utilizing application software to evaluate the completeness of the journal entry population through a roll-forward of all accounts. We used computer-assisted audit techniques (CAATs) to analyze journal entries and apply certain criteria to identify potential high-risk journal entries for further testing.
 - Reviewing the accounting estimates and assessing whether management’s estimates are reasonable and not indicative of management bias.

Our findings

There were no issues noted in our testing.

Other risks of material misstatement and results

We highlight our significant findings in respect of other risks of material misstatement.

<div> </div> <div>Revenue including new accounting standards, deferred revenues, and development cost charges</div> <div> <div>RISK OF ERROR</div> </div>	Estimate?
<div>Other risk of material misstatement</div> <p>Revenue from transactions with performance obligations are recognized when the City satisfies the performance obligation by providing the promised goods or services to a payor. Revenue from transactions with no performance obligations are recognized when the City has the authority to claim the economic inflow and an event has given rise to the asset. Revenue relating to future periods, including property taxes, development cost charges ("DCCs"), government grants, contributions for future capital works, and amounts collected for building permits and facility upgrades, are reported as deferred revenue and recognized when earned.</p> <p>PS 3400 Revenue ("PS 3400") is a new accounting standard effective for the City's 2024 fiscal year. The new standard establishes a single framework to categorize revenue to enhance the consistency of revenue recognition and its measurement.</p>	<div>Yes – Deferred revenue for permits</div>
Our response	

- We updated our understanding of the process activities and controls over revenue, deferred revenue, development cost charges, and restricted funds.
- We performed a walkthrough of the contributions received and related expenditures process, by tracing a transaction from initiation through to being recorded in the general ledger to confirm that the controls are implemented as designed.
- We inspected specific contracts and new grants to determine whether there were stipulations or restrictions impacting revenue recognition. We assessed whether revenue was appropriately recognized, or the amount was appropriately deferred. We also agreed the amounts recorded to cash receipts and the funding letter.
- We assessed whether the appropriate stipulations were met by inspecting and recalculating expenses incurred for certain projects.
- We performed substantive analytical procedures over taxation revenue to establish expected changes in taxation revenue, and compared with the actual recorded amount to assess the revenue recorded is within our expectation.
- We selected a sample of revenue transactions other than taxation revenue and vouched to supporting documents to ensure revenue was recognized appropriately.
- We reconciled permits to new development cost charges ("DCC") during the year and inspected appropriate bylaws noting the appropriation for its specified purpose.



Other risks of material misstatement and results (continued)

We highlight our significant findings in respect of other risks of material misstatement.

	Revenue including new accounting standards, deferred revenues, and development cost charges (continued)	RISK OF ERROR
Our response		

- We tested a sample of DCC charges, recalculated the total amount, agreed each factor in the calculation to supporting documentation and agreed the amount recorded to cash receipts.
- We tested a sample of DCC expenditures, ensuring the expenditure bylaws were approved by Council and agreed the amount recorded to supporting documentation.
- We selected a sample of letters of credit held by the City and confirmed the authenticity of the letter of credit with the financial institution
- We assessed the impact of the new PS3400 Revenue ("PS 3400") standard on timing, measurement, recognition, and presentation of revenue. The adoption of this standard has resulted in changes to the timing of revenue recognition for certain revenue streams such as licenses and contributions.
 - We reviewed management's analysis of the impact of PS 3400 on the City's accounting policies for revenue recognition.
 - We performed a walkthroughs over the City's process for identifying performance obligations in revenue streams impacted by the initial implementation of PS 3400.
 - We assessed the adjustment calculated by management by testing a sample of license revenue and agreed the revenue recognition to supporting documentation.
 - We reviewed the financial statement note disclosures to ensure they are accurate and comply with the requirements in PS 3400.

The City has applied the prospective transitional provisions on initial implementation of the accounting standard. As a result, the City's licences and permits revenue increased by \$1,812,934, with a corresponding decrease in deferred revenue.

As a result of management's analysis, two adjustments were identified relating to the accounting for Major Roads Network revenue. The related adjustments were corrected in the current year, although some of the amounts relate to the prior year. We proposed audit adjustments to recognize the impact of the adjustments in prior year. The adjustments remains uncorrected and have no impact on our auditor's report since the amounts are not material. See *Appendix 2 – Management Representation Letter* for further details.

Our findings

Except for the adjustments noted above, there were no other issues noted in our testing.



© 2024 KPMG LLP, an Ontario limited liability partnership and a member firm of the KPMG global organization of independent member firms affiliated with KPMG International Limited, a private English company limited by guarantee. All rights reserved.

Other risks of material misstatement and results (continued)

We highlight our significant findings in respect of **other risks of material misstatement**.

Expenses, including salaries and benefits expense

RISK OF ERROR

Other risk of material misstatement	Estimate?
-------------------------------------	-----------

Expenses are closely monitored against approved budgets. Salaries and expenses represent a significant portion of the City's expenses. There is a need to ensure that the expenses recognized are appropriate.

No

Our response
<ul style="list-style-type: none"> We updated our understanding of the process activities and controls over expenses, including salaries and benefits expense. We performed a walkthrough of the process activities, by tracing a transaction from initiation through to being recorded in the general ledger. We performed substantive procedures over expenses, including testing a sample of expenses and agreeing them to supporting documentation to ensure expenses are appropriately recognized. We tested the design and implementation and operating effectiveness of relevant payroll controls over review of new hires and terminations, as well as review and approval of timesheets. We tested a sample of salaries and benefit expenses, and vouched to underlying supporting document including approved timesheets, employee contracts and payroll registers ensuring employee related expenses were appropriately recognized. We performed substantive procedures over other expenses, including reviewing and vouching a sample of expenses to underlying supporting documentation, ensuring the expenses are appropriately recognized. We selected a sample of payments made, trade payables recorded, and invoices received subsequent to year-end and ensured they were recorded in the appropriate fiscal year.

Our findings

There were no issues noted in our testing.

Other risks of material misstatement and results (continued)

We highlight our significant findings in respect of **other risks of material misstatement**.

Tangible Capital Assets		RISK OF ERROR
Other risk of material misstatement		Estimate?
<p>Tangible capital assets (“TCA”) represent a significant portion of assets of the City. The assets owned by the City include land, buildings, furniture and equipment, vehicles, water and waste system infrastructure, road infrastructure, and library collection and may require estimation.</p>		Yes - the established useful lives of tangible capital assets. There is no risk of material misstatement due to estimation.
Our response		
<ul style="list-style-type: none">We updated our understanding of the process activities and controls over TCA, including the year-end process around identifying assets for impairment.We performed a walkthrough of the process activities, by tracing a transaction from initiation through to being recorded in the general ledger.We obtained the TCA continuity schedule, verified its mathematical accuracy and performed substantive procedures over additions, disposals, reclassifications, and other adjustments.We tested a sample of additions, including developer contributions, and inspected supporting documentation to ensure it is appropriate to capitalize the costs.We tested a sample of disposals, by inspecting supporting documentation and assessing if the gain or loss on disposal has been recorded appropriately.We assessed the reasonableness of estimated useful lives and amortization recognized.We obtained an update on management’s assessment of the asset retirement obligations, and assessed the reasonableness of changes to the obligations incurred during the fiscal year as well as changes to assumptions.We inspected a sample of agreements for contractual commitments and related disclosure requirements.		
Our findings		

There were no issues noted in our testing.

Other area of audit focus

We highlight our significant findings in respect of **other areas of audit focus**.

Valuation of post-employment benefit liability		RISK OF ERROR
Other risk of material misstatement	Estimate?	
<p>The City provides certain post-employment benefits, compensated absences, and termination benefits to employees. Due to the complexities of the estimate, management has engaged an actuarial expert to assist in the development of the estimate.</p>	<p>Yes – Actuarial valuations of post-employment benefit liability. There is no risk of material misstatement due to estimation.</p>	
Our response		
<ul style="list-style-type: none">• We updated our understanding of the process activities and controls over employee future benefits.• We obtained the valuation report prepared by the City's actuarial expert, George & Bell Consulting Inc. and assessed significant assumptions used for reasonableness.• We assessed the competence, expertise, and qualifications of the City's actuarial expert, and the reasonableness of the valuation methodology applied.• We obtained data inputs provided by the City to the actuary for use in determining the estimate, and tested select items to determine completeness and accuracy of the data provided.• We reviewed the financial statement note disclosure to ensure the required disclosure under the accounting standards are appropriately included.		
Our findings		

There were no issues noted in our testing.



Control deficiencies and observations



Consideration of internal control over financial reporting (ICFR)

In planning and performing our audit, we considered ICFR relevant to the Entity's preparation of the financial statements in order to design audit procedures that are appropriate in the circumstances for the purpose of expressing an opinion on the financial statements, but not for the purpose of expressing an opinion on ICFR.

Our understanding of internal control over financial reporting was for the limited purpose described above and was not designed to identify all control deficiencies that might be significant deficiencies. The matters being reported are limited to those deficiencies that we have identified during the audit that we have concluded are of sufficient importance to merit being reported to those charged with governance.

Our awareness of control deficiencies varies with each audit and is influenced by the nature, timing, and extent of audit procedures performed, as well as other factors. Had we performed more extensive procedures on internal control over financial reporting, we might have identified more significant deficiencies to be reported or concluded that some of the reported significant deficiencies need not, in fact, have been reported.

A deficiency in internal control over financial reporting



A deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A deficiency in design exists when (a) a control necessary to meet the control objective is missing or (b) an existing control is not properly designed so that, even if the control operates as designed, the control objective would not be met. A deficiency in operation exists when a properly designed control does not operate as designed, or when the person performing the control does not possess the necessary authority or competence to perform the control effectively.



Significant deficiencies in internal control over financial reporting

A deficiency, or a combination of deficiencies, in internal control over financial reporting that, in our judgment, is important enough to merit the attention of those charged with governance.

We did not identify any control deficiencies that we determined to be significant deficiencies in ICFR. We did not identify any other observations during the audit.

Accounting policies and practices

<div> </div> <div>Significant accounting policies</div>	
<ul style="list-style-type: none"> Effective January 1, 2024, the City adopted three new accounting standards – PS 3400 Revenue (“PS 3400”), PS 3150 Public Private Partnerships (“PS 3150”) and PSG-8 Purchased Intangibles (“PSG-8”) <ul style="list-style-type: none"> We inquired with management and reviewed their analysis of the impact of the new accounting standards relative to the City’s transactions/balances and accounting policies. We reviewed the presentation and financial statement note disclosures to ensure they comply with the requirements in the new standards. Refer to page 8 for further details about PS 3400. PS 3150 and PSG-8 did not have an impact on the amounts presented in the financial statements. There were no significant accounting policies in controversial or emerging areas. There were no issues noted with the timing of the City’s transactions in relation to the period in which they were recorded. There were no issues noted with the extent to which the financial statements are affected by a significant unusual transaction and extent of disclosure of such transactions. There were no issues noted with the extent to which the financial statements are affected by non-recurring amounts recognized during the period and extent of disclosure of such transactions. 	
<div> </div> <div>Description of new or revised significant accounting policies and practices</div>	
<ul style="list-style-type: none"> There were no issues noted with management’s identification of accounting estimates. There were no issues noted with management’s process for making accounting estimates. There were no indicators of possible management bias. There were no significant factors affecting the City’s asset and liability carrying values 	

Accounting policies and practices (continued)



Significant qualitative aspects

- There were no issues noted with the judgments made, in formulating particularly sensitive financial statement disclosures.
- There were no issues noted with the overall neutrality, consistency, and clarity of the disclosures in the financial statements.
- There were no significant potential effects on the financial statements of significant risks, exposures, and uncertainties.

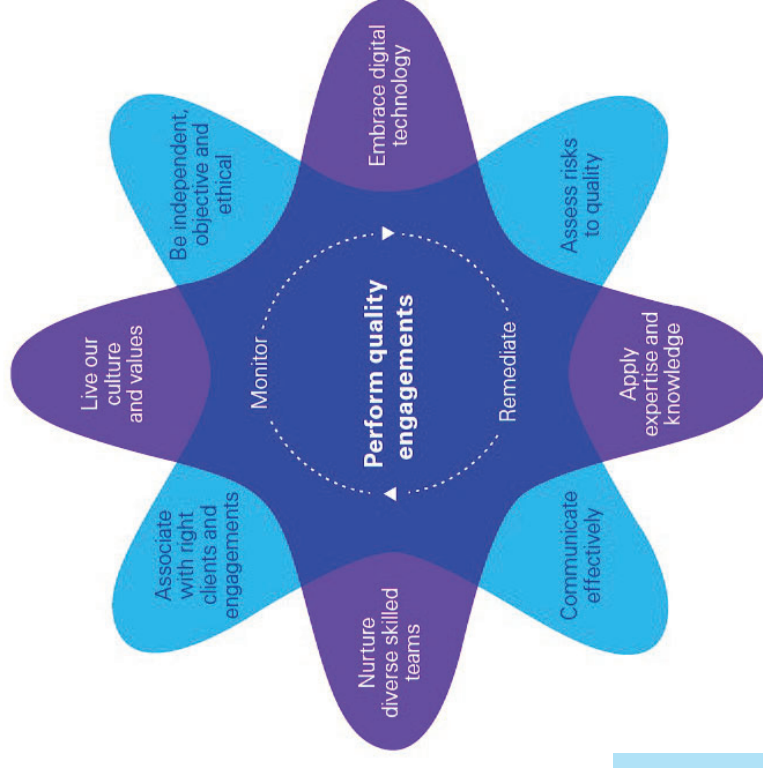


Audit quality - How do we deliver audit quality?

Quality essentially means doing the right thing and remains our highest priority. Our Global Quality Framework outlines how we deliver quality and how every partner and staff member contributes to its delivery.

The drivers outlined in the framework are the ten components of the KPMG System of Quality Management (SoQM). Aligned with ISQM 1/CSQM 1, our SoQM components also meet the requirements of the International Code of Ethics for Professional Accountants (including International Independence Standards) issued by the International Ethics Standards Board for Accountants (IESBA) and the relevant rules of professional conduct / code of ethics applicable to the practice of public accounting in Canada, which apply to professional services firms that perform audits of financial statements. Learn more about our system of quality management and our firm's statement on the effectiveness of our SoQM:

 [KPMG Canada Transparency Report](#)



Doing the right thing. Always.

We define 'audit quality' as being the outcome when:

- audits are **executed consistently**, in line with the requirements and intent of **applicable professional standards** within a strong **system of quality management**; and
- all of our related activities are undertaken in an environment of the utmost level of **objectivity, independence, ethics and integrity**.



Appendices

1

Required
communications

2

Management
Representation Letter

Appendix 1: Other required communications

	Auditor's report	Engagement letter
	The conclusion of our audit is set out in the draft auditor's report attached to the draft consolidated financial statements.	The objectives of the audit, our responsibilities in carrying out our audit, as well as management's responsibilities, are set out in the engagement letter, copy of which has been provided to management.
	Audit findings report	Management representation letter
	Represented by this report.	In accordance with professional standards, copy of the management representation letter is included in Appendix 2.
	Independence	Internal control deficiencies
	We have confirmed our independence to Council on page 4 of this report.	We did not identify any control deficiencies that we determined to be significant deficiencies in internal control over financial reporting. We did not identify any other observations during the audit.

Appendix 2: Management representation letter

(Letterhead of City of Richmond)

MANAGEMENT REPRESENTATION LETTER

KPMG LLP
P.O. Box 10426
777 Dunsmuir Street
Vancouver, BC V5Y 1K3

Date of Council's acceptance of the financial statements

We are writing at your request to confirm our understanding that your audit was for the purpose of expressing an opinion on the consolidated financial statements (hereinafter referred to as "financial statements") of the City of Richmond (the "City") as at and for the period ended December 31, 2024.

General:

We confirm that the representations we make in this letter are in accordance with the definitions as set out in [Attachment I](#) to this letter.

We also confirm that, to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves:

Responsibilities:

- 1) We have fulfilled our responsibilities, as set out in the terms of the engagement letter dated October 26, 2022, including for:
 - a) the preparation and fair presentation of the financial statements and believe that these financial statements have been prepared and present fairly in accordance with the relevant financial reporting framework.
 - b) providing you with all information of which we are aware that is relevant to the preparation of the financial statements ("relevant information"), such as financial records, documentation and other matters, including:
 - the names of all related parties and information regarding all relationships and transactions with related parties; and
 - the complete minutes of meetings, or summaries of actions of recent meetings for which minutes have not yet been prepared, of Council and committees of Council that may affect the financial statements. All significant actions are included in such summaries.
 - c) providing you with unrestricted access to such relevant information.
 - d) providing you with complete responses to all enquiries made by you during the engagement.
 - e) providing you with additional information that you may request from us for the purpose of the engagement.
 - f) providing you with unrestricted access to persons within the City from whom you determined it necessary to obtain audit evidence.
 - g) such internal control as we determined is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. We also acknowledge and understand that we are responsible for the design, implementation and maintenance of internal control to prevent and detect fraud.
 - h) ensuring that all transactions have been recorded in the accounting records and are reflected in the financial statements.

Internal control over financial reporting:

- 2) We have communicated to you all deficiencies in the design and implementation or maintenance of internal control over financial reporting of which we are aware.

Fraud & non-compliance with laws and regulations:

- 3) We have disclosed to you:
 - a) the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
 - b) all information in relation to fraud or suspected fraud that we are aware of that involves:
 - management;
 - employees who have significant roles in internal control over financial reporting; or
 - others;where such fraud or suspected fraud could have a material effect on the financial statements.
 - c) all information in relation to allegations of fraud, or suspected fraud, affecting the financial statements, communicated by employees, former employees, analysts, regulators, short-sellers, or others.
 - d) all known instances of non-compliance or suspected non-compliance with laws and regulations, including all aspects of contractual agreements or illegal acts, whose effects should be considered when preparing financial statements.
 - e) all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements.
 - f) We have disclosed to you all information regarding investigations into possible fraud and/or non-compliance or suspected non-compliance with laws and regulations, including illegal acts, that we have undertaken at our discretion and completed, including the results of such investigations, and the resolution of the matters, if any, identified in such investigations.

Subsequent events:

- 4) All events subsequent to the date of the financial statements and for which the relevant financial reporting framework requires adjustment or disclosure in the financial statements have been adjusted or disclosed.

Related parties:

- 5) We have disclosed to you the identity of the City's related parties.
- 6) We have disclosed to you all the related party relationships and transactions/balances of which we are aware.
- 7) All related party relationships and transactions/balances have been appropriately accounted for and disclosed in accordance with the relevant financial reporting framework.

Estimates:

- 8) The methods, the data and the significant assumptions used in making accounting estimates, and their related disclosures are appropriate to achieve recognition, measurement or disclosure that is reasonable in the context of the applicable financial reporting framework.

Going concern:

- 9) We have provided you with all information relevant to the use of the going concern assumption in the financial statements.
- 10) We confirm that we are not aware of material uncertainties related to events or conditions that may cast significant doubt upon the City's ability to continue as a going concern.

Other information:

- 11) We confirm that the final version of the 2024 annual report will be provided to you when available, and prior to issuance by the City, to enable you to complete your required procedures in accordance with professional standards.

Misstatements:

- 12) The effects of the uncorrected misstatements described in [Attachment II](#) are immaterial, both individually and in the aggregate, to the financial statements as a whole.

Non-SEC registrants or non-reporting issuers:

- 13) We confirm that the City is not a Canadian reporting issuer (as defined under any applicable Canadian securities act) and is not a United States Securities and Exchange Commission ("SEC") Issuer (as defined by the Sarbanes-Oxley Act of 2002).
- 14) We also confirm that the financial statements of the City will not be included in the group financial statements of a Canadian reporting issuer audited by KPMG or an SEC Issuer audited by any member of the KPMG organization.

Employee future benefits:

- 15) The employee future benefits costs, assets and obligation have been determined, accounted for and disclosed in accordance with the financial reporting framework.
- 16) The information provided by us to George & Bell Consulting (the "Expert") and used in the work and findings of the Expert are complete and accurate. We agree with the findings of the Expert in evaluating post-employment future benefits and have adequately considered the qualifications of the Expert in determining the amounts and disclosures used in the financial statements and underlying accounting records. We did not give nor cause any instructions to be given to the Expert with respect to the values or amounts derived in an attempt to bias their work, and we are not otherwise aware of any matters that have had an impact on the independence and objectivity of the Expert.

Yours very truly,

Serena Lusk, Chief Administrative Officer

Jerry Chong, General Manager, Finance and Corporate Services

Mike Ching, Director, Finance

Cindy Gilfillan, Manager, Financial Reporting
cc: Richmond City Council

Attachment I – Definitions

Materiality

Certain representations in this letter are described as being limited to matters that are material.

Information is material if omitting, misstating or obscuring it could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

Judgments about materiality are made in light of surrounding circumstances, and are affected by perception of the needs of, or the characteristics of, the users of the financial statements and the size or nature of a misstatement, or a combination of both while also considering the entity's own circumstances.

Information is obscured if it is communicated in a way that would have a similar effect for users of financial statements to omitting or misstating that information. The following are examples of circumstances that may result in material information being obscured:

- a) information regarding a material item, transaction or other event is disclosed in the financial statements but the language used is vague or unclear;
- b) information regarding a material item, transaction or other event is scattered throughout the financial statements;
- c) dissimilar items, transactions or other events are inappropriately aggregated;
- d) similar items, transactions or other events are inappropriately disaggregated; and
- e) the understandability of the financial statements is reduced as a result of material information being hidden by immaterial information to the extent that a primary user is unable to determine what information is material.

Fraud & error

Fraudulent financial reporting involves intentional misstatements including omissions of amounts or disclosures in financial statements to deceive financial statement users.

Misappropriation of assets involves the theft of an entity's assets. It is often accompanied by false or misleading records or documents in order to conceal the fact that the assets are missing or have been pledged without proper authorization.

An error is an unintentional misstatement in financial statements, including the omission of an amount or a disclosure.

Attachment II – Summary of Audit Misstatements Schedules

Summary of Uncorrected Audit Misstatements 2024

	Uncorrected Misstatements	Annual Surplus (Increase) / Decrease	Asset Increase / (Decrease)	Liability (Increase) / Decrease	Opening Accumulated Surplus (Increase) / Decrease
1	Dr. Opening surplus (factual) Cr. Provincial and federal contributions <i>The effects of an out-of-period adjustment to Major Road Network revenue of fiscal year 2024 made by management in order to record revenue in the period where the transfer stipulations have been satisfied.</i>	- (6,497,346)	- -	- -	6,497,346 -
	Total	(6,497,346)	-	-	6,497,346

Summary of Corrected Audit Misstatements 2024

We did not identify misstatements that were communicated to management and subsequently corrected in the financial statements.

Summary of Uncorrected Audit Misstatements 2023 (updated)

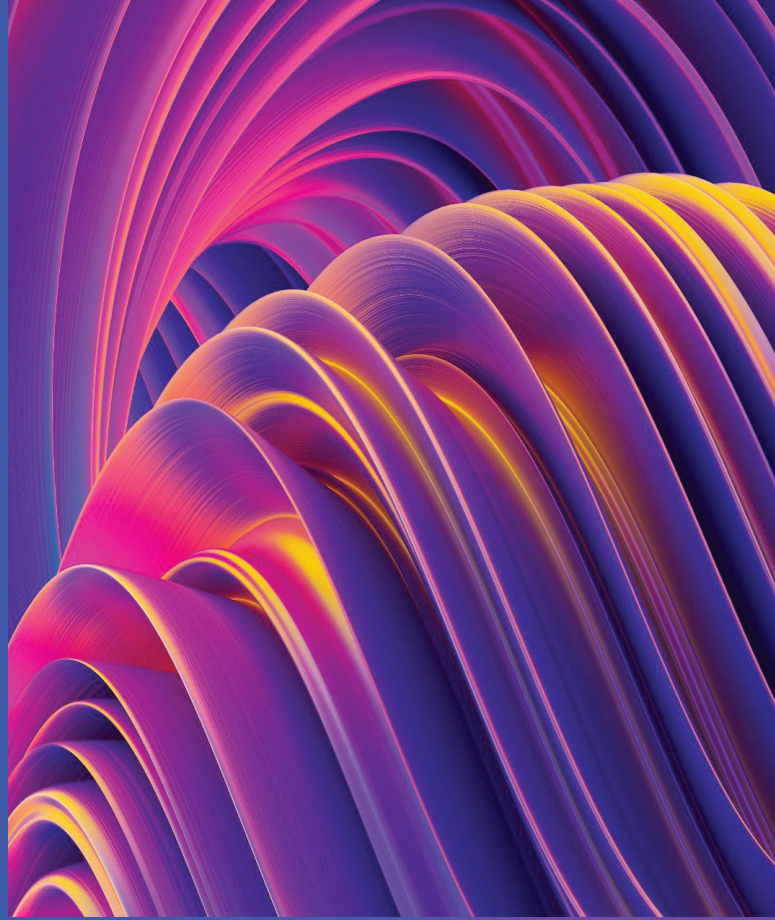
	Uncorrected Misstatements	Annual Surplus (Increase) / Decrease	Asset Increase / (Decrease)	Liability (Increase) / Decrease	Opening Accumulated Surplus (Increase) / Decrease
1	Dr. Opening surplus (factual) Cr. Provincial and federal contributions Cr. Deferred revenue <i>To appropriately reflect revenue recognition of Major Road Network revenue of fiscal year 2023, and record revenue in the period where the transfer stipulations have been satisfied.</i>	- (1,134,089) -	- - -	- - (6,497,346)	7,631,435 - -
	Total	(1,134,089)	-	(6,497,346)	7,631,435



<https://kpmg.com/ca/en/home.html>

© 2025 KPMG LLP, an Ontario limited liability partnership and a member firm of the KPMG global organization of independent member firms affiliated with KPMG International Limited, a private English company limited by guarantee. All rights reserved. The KPMG name and logo are trademarks used under license by the independent member firms of the KPMG global organization.

2025
KPMG



Consolidated Financial Statements of

CITY OF RICHMOND

And Independent Auditor's Report thereon

Year ended December 31, 2024



KPMG LLP

PO Box 10426 777 Dunsmuir Street
Vancouver BC V7Y 1K3
Canada
Telephone 604 691 3000
Fax 604 691 3031

INDEPENDENT AUDITOR'S REPORT

To the Mayor and Council of the City of Richmond

Opinion

We have audited the consolidated financial statements of the City of Richmond (the "City"), which comprise:

- the consolidated statement of financial position as at December 31, 2024
- the consolidated statement of operations for the year then ended
- the consolidated statement of changes in net financial assets for the year then ended
- the consolidated statement of cash flows for the year then ended
- and notes to the consolidated financial statements, including a summary of significant accounting policies

(hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the consolidated financial position of the City as at December 31, 2024, and its consolidated results of operations, its consolidated changes in net financial assets and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "**Auditor's Responsibilities for the Audit of the Financial Statements**" section of our auditor's report.

We are independent of the City in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.



Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the City's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the City or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the City's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.



- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the City's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the City to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.
- Plan and perform the group audit to obtain sufficient appropriate audit evidence regarding the financial information of the entities or business units within the group as a basis for forming an opinion on the group financial statements. We are responsible for the direction, supervision and review of the audit work performed for the purposes of the group audit. We remain solely responsible for our audit opinion.

Chartered Professional Accountants

Vancouver, Canada

Date

CITY OF RICHMOND

Consolidated Statement of Financial Position
(Expressed in thousands of dollars)

December 31, 2024, with comparative information for 2023

	2024	2023
Financial Assets		
Cash and cash equivalents	\$ 199,381	\$ 321,479
Investments (note 4)	1,590,310	1,380,383
Investment in Lulu Island Energy Company ("LIEC") (note 5)	39,855	37,098
Accrued interest receivable	22,681	26,614
Accounts receivable (note 6)	45,887	35,067
Taxes receivable	27,123	20,533
Development fees receivable	18,084	20,299
Debt reserve fund - deposits (note 7)	960	1,468
	1,944,281	1,842,941
Liabilities		
Accounts payable and accrued liabilities	125,784	103,234
Asset retirement obligations (note 8)	11,120	11,893
Post-employment benefits (note 9)	37,397	37,881
Development cost charges (note 10)	226,012	241,634
Deposits and holdbacks (note 11)	161,822	148,738
Deferred revenue (note 12)	80,586	75,357
Debt, net of sinking fund deposits (note 13)	89,092	98,629
	731,813	717,366
Net financial assets	1,212,468	1,125,575
Non-Financial Assets		
Tangible capital assets (note 14)	2,840,927	2,694,902
Inventory of materials and supplies	5,759	6,146
Prepaid expenses	5,393	4,909
	2,852,079	2,705,957
Accumulated surplus (note 15)	\$ 4,064,547	\$ 3,831,532

Contingent demand notes (note 7)
Contingent assets and contractual rights (note 18)
Commitments and contingencies (note 19)

See accompanying notes to consolidated financial statements.

Approved on behalf of Council:

General Manager, Finance and Corporate Services

CITY OF RICHMOND

Consolidated Statement of Operations
(Expressed in thousands of dollars)

Year ended December 31, 2024, with comparative information for 2023

	2024 Budget (notes 2(p) and 25)	2024	2023
Revenue:			
Taxation and levies (note 21)	\$ 306,676	\$ 318,093	\$ 297,793
Utility fees	148,459	150,823	132,951
Sales of services	54,556	57,450	50,737
Payments-in-lieu of taxes (note 21)	14,650	20,054	18,114
Provincial and federal contributions	26,637	13,545	38,660
Development cost charges (note 10)	16,607	70,450	10,292
Other capital funding sources	68,118	39,740	83,562
Other revenue:			
Investment income	25,635	69,853	61,503
Gaming revenue	12,500	11,971	13,013
Licences and permits	12,832	19,856	15,934
Other (note 22)	15,175	39,892	23,309
Equity income in LIEC (note 5)	362	2,757	2,070
	702,207	814,484	747,938
Expenses:			
Law and community safety	158,119	152,746	142,001
Utilities: flood, sanitation, sewer and water	147,380	144,647	133,166
General government	84,020	74,564	76,288
Engineering, transportation, public works and project development	83,659	71,322	69,915
Parks, recreation and culture	79,733	78,173	71,328
Planning and development	34,953	27,427	22,144
Richmond Olympic Oval	20,274	20,351	19,200
Richmond Public Library	12,496	12,239	11,533
	620,634	581,469	545,575
Annual surplus	81,573	233,015	202,363
Accumulated surplus, beginning of year	3,831,532	3,831,532	3,629,169
Accumulated surplus, end of year	\$ 3,913,105	\$ 4,064,547	\$ 3,831,532

See accompanying notes to consolidated financial statements.

CITY OF RICHMOND

Consolidated Statement of Changes in Net Financial Assets (Expressed in thousands of dollars)

Year ended December 31, 2024, with comparative information for 2023

	2024 Budget (notes 2(p) and 25)	2024	2023
Annual surplus for the year	\$ 81,573	\$ 233,015	\$ 202,363
Acquisition of tangible capital assets – current year	(211,510)	(187,379)	(90,046)
Contributed tangible capital assets	(45,640)	(31,065)	(75,945)
Amortization of tangible capital assets	72,090	71,703	71,938
Asset retirement obligation	-	(103)	(7,081)
Net gain on disposal of tangible capital assets	-	(2,514)	(2,133)
Proceeds on sale of tangible capital assets	-	3,333	2,577
	(103,487)	86,990	101,673
Acquisition of inventory of materials and supplies	-	(5,759)	(6,146)
Acquisition of prepaid expenses	-	(5,393)	(4,909)
Consumption of inventory of materials and supplies	-	6,146	5,405
Use of prepaid expenses	-	4,909	3,827
Change in net financial assets	(103,487)	86,893	99,850
Net financial assets, beginning of year	1,125,575	1,125,575	1,025,725
Net financial assets, end of year	\$ 1,022,088	\$ 1,212,468	\$ 1,125,575

See accompanying notes to consolidated financial statements.

CITY OF RICHMOND

Consolidated Statement of Cash Flows
(Expressed in thousands of dollars)

Year ended December 31, 2024, with comparative information for 2023

	2024	2023
Cash provided by (used in):		
Operating activities:		
Annual surplus	\$ 233,015	\$ 202,363
Items not involving cash:		
Amortization of tangible capital assets	71,703	71,938
Asset retirement obligation	(876)	4,812
Net gain on disposal of tangible capital assets	(2,514)	(2,133)
Contributions of tangible capital assets	(31,065)	(75,945)
Equity income in LIEC	(2,757)	(2,070)
Changes in non-cash operating working capital:		
Accrued interest receivable	3,933	(11,938)
Accounts receivable	(10,820)	947
Taxes receivable	(6,590)	(5,310)
Development fees receivable	2,215	22,920
Inventory of materials and supplies	387	(741)
Prepaid expenses	(484)	(1,082)
Accounts payable and accrued liabilities	22,550	(348)
Post-employment benefits	(484)	(647)
Development cost charges	(15,622)	4,583
Deposits and holdbacks	13,084	(1,269)
Deferred revenue	5,229	16,294
Net change in cash from operating activities	280,904	222,374
Capital activities:		
Cash used to acquire tangible capital assets	(187,379)	(90,046)
Proceeds on disposal of tangible capital assets	3,333	2,577
Net change in cash from capital activities	(184,046)	(87,469)
Financing activities:		
Repayments of debt	(9,537)	(9,187)
Debt reserve fund	508	-
Net change in cash from financing activities	(9,029)	(9,187)
Investing activities:		
Purchase of investments	(209,927)	(458,890)
Net change in cash from investing activities	(209,927)	(458,890)
Decrease in cash and cash equivalents	(122,098)	(333,172)
Cash and cash equivalents, beginning of year	321,479	654,651
Cash and cash equivalents, end of year	\$ 199,381	\$ 321,479
Non-cash transactions, related to asset retirement obligations:		
Tangible capital asset additions	\$ 103	\$ 7,081

See accompanying notes to consolidated financial statements.

CITY OF RICHMOND

Notes to Consolidated Financial Statements

(Tabular amounts expressed in thousands of dollars, unless otherwise indicated)

Year ended December 31, 2024

1. Operations:

The City of Richmond (the "City") is incorporated under the Local Government Act of British Columbia. The City's principal activities include the provision of local government services to residents of the incorporated area. These include administrative, protective, transportation, infrastructure, environmental, recreational, water, sewer, and drainage.

2. Significant accounting policies:

These consolidated financial statements of the City have been prepared in accordance with Canadian public sector accounting standards as prescribed by the Public Sector Accounting Board ("PSAB") of the Chartered Professional Accountants of Canada.

(a) Basis of consolidation:

These consolidated financial statements reflect a combination of the City's General Revenue, General Capital and Loan, Waterworks and Sewerworks, and Reserve Funds consolidated with the Richmond Public Library Board (the "Library") and the Richmond Olympic Oval Corporation (the "Oval"). The Library is consolidated as the Library Board is appointed by the City. The Oval is consolidated as they are a wholly-owned municipal corporation of the City. Interfund and inter-entity transactions, fund balances and activities have been eliminated on consolidation. The City's investment in Lulu Island Energy Company ("LIEC"), a wholly-owned government business enterprise ("GBE"), is accounted for using the modified equity method.

(i) General Revenue Fund:

This fund is used to account for the current operations of the City as provided for in the Annual Budget, including collection of taxes, administering operations, policing, and servicing general debt.

(ii) General Capital and Loan Fund:

This fund is used to record the City's tangible capital assets and work-in-progress, including engineering structures such as roads and bridges, and the related debt.

(iii) Waterworks and Sewerworks Funds:

These funds have been established to cover the costs of operating these utilities, with related capital and loan funds to record the related tangible capital assets and debt.

(iv) Reserve Funds:

Certain funds are established by bylaws for specific purposes. They are funded primarily by budgeted contributions from the General Revenue Fund and developer contributions plus interest earned on fund balances.

CITY OF RICHMOND

Notes to Consolidated Financial Statements

(Tabular amounts expressed in thousands of dollars, unless otherwise indicated)

Year ended December 31, 2024

2. Significant accounting policies (continued):

(b) Basis of accounting:

The City follows the accrual method of accounting for revenue and expenses. Expenses are recognized as they are incurred and measurable as a result of receipt of goods and services and/or the creation of a legal obligation to pay.

(c) Government transfers:

Restricted transfers from governments are deferred and recognized as revenue as the related expenditures are incurred or the stipulations in the related agreement are met. Unrestricted transfers are recognized as revenue when received or if the amount to be received can be reasonably estimated and collection is reasonably assured.

(d) Financial Instruments:

Financial instruments include cash and cash equivalents, investments, accounts receivables, development fees receivables, accounts payable and accrued liabilities and debt.

Financial instruments are recorded at fair value on initial recognition. Equity instruments quoted in an active market and derivatives are subsequently measured at fair value as at the reporting date. All other financial instruments are subsequently recorded at cost or amortized cost unless management elects to carry the financial instrument at fair value. The City has not elected to carry any other financial instruments at fair value.

Unrealized changes in fair value are recognized in the Consolidated Statement of Remeasurement Gains and Losses. They are recorded in the Consolidated Statement of Operations when they are realized. There are no unrealized changes in fair value as at December 31, 2024 and December 31, 2023. As a result, the City does not have a Consolidated Statement of Remeasurement Gains and Losses.

Transaction costs incurred on the acquisition of financial instruments are recorded at cost and expensed as incurred.

Sales and purchases of investments are recorded on the trade date.

Accounts receivables, development fees receivable, investments, accounts payable and accrued liabilities, and debt are measured at amortized cost using the effective interest rate method.

All financial assets are assessed for impairment on an annual basis. When a decline is determined to be other than temporary, the amount of the loss is reported in the Consolidated Statement of Operations.

(e) Cash and cash equivalents:

Cash and cash equivalents consist of cash, highly liquid money market investments and short-term investments with maturities of less than 90-days from date of acquisition.

CITY OF RICHMOND

Notes to Consolidated Financial Statements

(Tabular amounts expressed in thousands of dollars, unless otherwise indicated)

Year ended December 31, 2024

2. Significant accounting policies (continued):

(f) Investment in government business enterprises:

Government business enterprises are recorded using the modified equity method of accounting. The City's investment in the GBE is recorded as the value of the GBE's shareholder's equity. The investment's income or loss is recognized by the City when it is earned by the GBE. Inter-organizational transactions and balances are not eliminated, except for any gains or losses on assets remaining within the City.

(g) Accounts receivable and development fees receivable:

Accounts receivable and development fees receivable are net of an allowance for doubtful accounts and therefore represent amounts expected to be collected.

(h) Development cost charges:

Development cost charges are restricted by legislation to expenditures on capital infrastructure. These amounts are deferred upon receipt and recognized as revenue when the expenditures are incurred in accordance with the restrictions.

(i) Post-employment benefits:

The City and its employees make contributions to the Municipal Pension Plan. As this plan is a multi-employer plan, contributions are expensed as incurred.

Post-employment benefits also accrue to the City's employees. The liabilities related to these benefits are actuarially determined based on service and best estimates of retirement ages and expected future salary and wage increases. The liabilities under these benefits plans are accrued based on projected benefits prorated as employees render services necessary to earn the future benefits.

(j) Non-financial assets:

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

(i) Tangible capital assets:

Tangible capital assets are initially recorded at cost, which includes amounts that are directly attributable to acquisition, construction, development, or betterment of the assets. The cost, less estimated residual value, of the tangible capital assets, excluding land, are amortized on a straight line basis over their estimated useful lives as follows:

CITY OF RICHMOND

Notes to Consolidated Financial Statements

(Tabular amounts expressed in thousands of dollars, unless otherwise indicated)

Year ended December 31, 2024

2. Significant accounting policies (continued):

(j) Non-financial assets (continued):

(i) Tangible capital assets (continued):

Asset	Useful life - years
Buildings and building improvements	10 - 75
Infrastructure	5 - 100
Vehicles, machinery and equipment	3 - 40
Library's collections, furniture and equipment	4 - 20

Amortization is charged over the asset's useful life commencing when the asset is acquired. Assets under construction are not amortized until the asset is available for productive use.

(ii) Contributions of tangible capital assets:

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and also are recorded as revenue.

(iii) Natural resources, works of art, and cultural and historic assets:

Natural resources, works of art, and cultural and historic assets are not recorded as assets in the consolidated financial statements.

(iv) Interest capitalization:

The City does not capitalize interest costs associated with the construction of a tangible capital asset.

(v) Labour capitalization:

Internal labour directly attributable to the construction, development or implementation of a tangible capital asset is capitalized.

(vi) Leased tangible capital assets:

Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as leased tangible capital assets. All other leases are accounted for as operating leases and the related payments are charged to expenses as incurred.

(vii) Impairment of tangible capital assets:

Tangible capital assets are written down when conditions indicate that they no longer contribute to the City's ability to provide goods and services, or when the value of future economic benefits associated with the tangible capital assets are less than their net book value. The net write-downs are accounted for as expenses in the Consolidated Statement of Operations.

CITY OF RICHMOND

Notes to Consolidated Financial Statements

(Tabular amounts expressed in thousands of dollars, unless otherwise indicated)

Year ended December 31, 2024

2. Significant accounting policies (continued):

(j) Non-financial assets (continued):

(viii) Inventory of materials and supplies:

Inventory is recorded at cost, net of an allowance for obsolete stock. Cost is determined on a weighted average basis.

(k) Revenue recognition:

(i) Property taxes, penalties and interest:

The Community Charter provides the City with the ability to impose and enforce collection of property taxes and levies, and to introduce penalties and interest. Property taxes are calculated based on the British Columbia Assessment Authority's (BCAA) assessment value and annually approved tax rates by Council. Tax revenues are recognized when they meet the definition of an asset, have been authorized, and the taxable event occurs. Annual property tax levies and payments-in-lieu of taxes are recorded as taxes for municipal services in the year which they are levied. The BCAA's appeal process may affect current year property assessments by supplementary roll adjustments. Adjustments on taxes are recognized in the year when the appeals are settled.

(ii) Licence and development fees:

Revenue from building and development permits and rezoning fees received in advance of services are provided, is initially deferred and recognized as the performance obligations are fulfilled. The nature of the permit determines the number and type of performance obligation and when the revenue is recognized.

(a) Single performance obligation:

When a permit includes a single performance obligation, revenue is recognized at the time the performance obligation is fulfilled, being either issuance or completion of the permit.

CITY OF RICHMOND

Notes to Consolidated Financial Statements

(Tabular amounts expressed in thousands of dollars, unless otherwise indicated)

Year ended December 31, 2024

2. Significant accounting policies (continued):

(k) Revenue recognition (continued):

(ii) Licence and development fees (continued):

(b) Multiple performance obligations:

For permits with multiple performance obligations, the first performance obligation is the issuance of the permit, subsequent performance obligations include activities such as inspections or compliance related tasks. Revenue is recognized as each performance obligation is fulfilled. When multiple performance obligations exist, revenue is allocated between the performance obligations based on the estimated cost to satisfy each performance obligation.

(iii) Cost recoveries:

Fees from sewer and water connection permits are initially deferred and subsequently recognized as revenue when the installation of the connection is completed.

(iv) Donations:

Donations for specified purposes are recognized when the related expenditures are incurred. Unrestricted donations are recognized when the donation is received.

(v) Restricted non-government grants:

Grants from non-government sources with externally imposed restrictions are recognized as revenue when spent in accordance with the funder's specified purpose or when the restriction is fulfilled.

(vi) Development cost charges (DCC's):

The City collects development cost charges in accordance with Council-approved bylaws to finance growth-related projects including parks and engineering infrastructure, which includes roads, drainage, sewer and water. DCC's must be spent on projects within defined area boundaries and are recognized as revenue as Council approved expenditures are incurred.

(vii) Prepaid leases:

The City has land leases with terms ranging from 3 to 99 years, some of which have been prepaid. These amounts are recognized as revenue on a straight-line basis over the lease term.

(viii) Capital contributions, government transfers:

Contributions are recognized as revenue as the related expenditures are incurred. Restricted transfers from governments are initially deferred and subsequently recognized as revenue as the related expenditures are incurred or the stipulations in the related agreement are met. Unrestricted transfers are recognized as revenue when

CITY OF RICHMOND

Notes to Consolidated Financial Statements

(Tabular amounts expressed in thousands of dollars, unless otherwise indicated)

Year ended December 31, 2024

2. Significant accounting policies (continued):

(k) Revenue recognition (continued):

(viii) Capital contributions, government transfers (continued):

received or if the amount to be received can be reasonably estimated and collection is reasonably assured.

(ix) All other revenues:

Unilateral transactions are recognized as revenue when the City has the authority to retain the inflow of economic resources and identifies a past transaction or event giving rise to an asset. Exchange transactions are recognized as revenue when the City's performance obligation, which is usually to provide goods and/or services, is fulfilled.

(l) Taxes:

The City establishes property tax rates based on assessed market values provided by the British Columbia Assessment Authority. Market values are determined as of July 1st of each year. The City records taxation revenue at the time the property tax bills are issued. The City is entitled to collect interest and penalties on overdue taxes.

The City is required to act as the agent for the collection of certain taxes and fees imposed by other authorities. Collections for other authorities are excluded from the City's taxation revenue.

Payments in Lieu of Taxes ("PILT") for federal properties are calculated on the basis of values and rates which would apply if these properties were taxable. The annual tax rates together with the assessed value on the Grant Roll are used to calculate the PILT levy. The PILT revenue is recorded when the payment is received.

(m) Deferred revenue:

The City defers a portion of the revenue collected from permits, licences and other fees and recognizes this revenue in the year in which related performance obligations are met, other related expenses are incurred or services are provided.

Deferred revenue also represents funds received from external parties for specified purposes. This revenue is recognized in the period in which the related expenses are incurred.

(n) Deposits:

Receipts restricted by the legislation of senior governments or by agreement with external parties are deferred and reported as deposits and are refundable under certain circumstances. When qualifying expenses are incurred, deposits are recognized as revenue at amounts equal to the qualifying expenses.

CITY OF RICHMOND

Notes to Consolidated Financial Statements

(Tabular amounts expressed in thousands of dollars, unless otherwise indicated)

Year ended December 31, 2024

2. Significant accounting policies (continued):

(o) Debt:

Debt is recorded net of related sinking fund balances.

(p) Budget information:

Budget information, presented on a basis consistent with that used for actual results, was included in the City's Consolidated 5 Year Financial Plan (2024-2028) ("Consolidated Financial Plan") and was adopted through Bylaw No. 10515 on January 29, 2024.

(q) Contaminated sites:

Contaminated sites are a result of contamination being introduced into air, soil, water, or sediment of a chemical, organic or radioactive material of live organism that exceeds an environmental standard. Liabilities are recorded net of any expected recoveries.

A liability for remediation of contaminated sites is recognized when a site is not in productive use and the following criteria are met:

(i) An environmental standard exists;

(ii) Contamination exceeds the environmental standard;

(iii) The City is directly responsible or accepts responsibility;

(iv) It is expected that future economic benefits will be given up; and

(v) A reasonable estimate of the amount can be made.

The liability is recognized as management's estimate of the cost of post-remediation including operation, maintenance and monitoring that are an integral part of the remediation strategy for a contaminated site.

(r) Use of accounting estimates:

The preparation of consolidated financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the consolidated financial statements and the reported amount of revenue and expenditures during the reporting period. Areas requiring the use of management estimates relate to performing the actuarial valuation of employee future benefits, the value of contributed tangible capital assets, the value of developer contributions, the value of asset retirement obligations, useful lives for amortization, determination of provisions for accrued liabilities, allowance for doubtful accounts, and provision for contingencies. Actual results could differ from those estimates. Adjustments, if any, will be reflected in the consolidated financial statements in the period that the change in estimate is made, as well as in the period of settlement if the amount is different.

CITY OF RICHMOND

Notes to Consolidated Financial Statements

(Tabular amounts expressed in thousands of dollars, unless otherwise indicated)

Year ended December 31, 2024

2. Significant accounting policies (continued):

(s) Segment disclosures:

A segment is defined as a distinguishable activity or group of activities of a government for which it is appropriate to separately report financial information to achieve the objectives of the standard. The City has provided definitions of segments as well as presented financial information in segment format.

(t) Asset retirement obligations:

An asset retirement obligation is recognized when, as at the financial reporting date, all of the following criteria are met:

- There is a legal obligation to incur retirement costs in relation to a tangible capital asset;
- The past transaction or event giving rise to the liability has occurred;
- It is expected that future economic benefits will be given up; and
- A reasonable estimate of the amount can be made.

The City's asset retirement obligations includes the removal for asbestos and lead in buildings, removal of fuel tanks owned by the City and end-of-life decommissioning costs for certain leases.

Measurement of the asset retirement obligation is recorded at the best estimate of the expenditures required to retire a tangible capital asset. Where available, assessment reports are used with experience and expert advice to determine the liability. The resulting costs are capitalized as part of the carrying amount of the related tangible capital asset that are in productive use. The cost is amortized over the useful life of the tangible capital asset (Note 2 (j)(i)). If the related tangible capital asset is unrecognized or no longer in productive use, the asset retirement costs are expensed.

The carrying value of the liability is reviewed at each financial reporting date and adjusted for any revisions to the timing or amount required to settle the obligation. Changes in the liability due to the passage of time are recorded as an accretion expense in the Consolidated Statement of Operations and all other changes are adjusted to the tangible capital asset. Recoveries related to asset retirement obligations are recognized when the recovery can be appropriately measured, a reasonable estimate of the amount can be made and it is expected that future economic benefits will be obtained. A recovery is recognized on a gross basis from the asset retirement obligations liability.

CITY OF RICHMOND

Notes to Consolidated Financial Statements

(Tabular amounts expressed in thousands of dollars, unless otherwise indicated)

Year ended December 31, 2024

3. Adoption of new accounting standards:

(a) Adoption of PS 3160 Public Private Partnerships Standard:

On January 1, 2024, the City adopted Canadian Public Sector Accounting Standard PS 3160, Public Private Partnerships ("PS 3160"). The new standard addresses the recognition, measurement, presentation, and disclosure of infrastructure procured by public sector entities through certain types of public private partnership arrangements. This standard was adopted on a prospective basis. The adoption of this standard did not have any impact on the amounts presented in these consolidated financial statements.

(b) Adoption of PSG-8, Purchased Intangibles:

On January 1, 2024, the City adopted Public Sector Guideline PSG-8, Purchased Intangibles ("PSG-8"), applied on a prospective basis. PSG-8 defines purchased intangibles as identifiable non-monetary economic resources without physical substance acquired through an arm's length exchange transaction between knowledgeable, willing parties who are under no compulsion to act. Intangibles acquired through a transfer, contribution, or inter-entity transaction, are not purchased intangibles. The adoption of this standard did not have any impact on the amounts presented in these consolidated financial statements.

(c) Adoption of PS 3400 Revenue Standard:

On January 1, 2024, the City adopted Canadian Public Sector Accounting Standard PS 3400 Revenue and applied this standard on a prospective basis. The new standard applies to all revenues, except for taxation revenues, government transfers, income from investments in GBE and other revenues which are covered in other Public Sector Accounting Standards.

The standard was adopted prospectively from the date of adoption. As a result, the City's licences and permits revenue increased by \$1,812,934, with a corresponding decrease in deferred revenue. In addition, the City's other revenues increased by \$492,557, with a corresponding decrease in deferred revenue.

CITY OF RICHMOND

Notes to Consolidated Financial Statements

(Tabular amounts expressed in thousands of dollars, unless otherwise indicated)

Year ended December 31, 2024

4. Investments:

	2024		2023	
	Cost	Market value	Cost	Market value
Short-term notes and deposits	\$ 489,091	\$ 489,091	\$ 443,418	\$ 443,418
Government and government guaranteed bonds	755,104	759,769	599,013	595,015
Bank bonds	333,646	342,568	325,486	328,578
Municipal Finance Authority bonds	12,469	12,758	12,466	12,722
	\$ 1,590,310	\$ 1,604,186	\$ 1,380,383	\$ 1,379,733

5. Investment in Lulu Island Energy Company Ltd.:

The City owns 100% of the issued and outstanding shares of LIEC, which was incorporated under the British Columbia Business Corporations Act on August 19, 2013. LIEC develops, manages and operates district energy utilities in the city of Richmond, on the City's behalf, including but not limited to energy production, generation or exchange, transmission, distribution, maintenance, marketing and sales to customers, customer service, profit generation, financial management and advisory services for energy and infrastructure.

Summarized financial information relating to LIEC, prepared in accordance with IFRS Accounting Standards as issued by the International Accounting Standards Board, is as follows:

	2024	2023
Cash, cash equivalents, and investments	\$ 21,305	\$ 14,527
Accounts receivable	4,385	4,793
Tangible capital assets	58,128	53,741
Total assets	83,818	73,061
Deferred contributions	22,789	19,236
Project agreement	19,283	14,475
Accounts payable and accrued liabilities	1,291	1,776
Government grants	514	403
Post-employment benefits	86	73
Total liabilities	43,963	35,963
Shareholder's equity	\$ 39,855	\$ 37,098
Total revenue	\$ 9,760	\$ 8,570
Total expenses	7,003	6,500
Net income	\$ 2,757	\$ 2,070

CITY OF RICHMOND

Notes to Consolidated Financial Statements

(Tabular amounts expressed in thousands of dollars, unless otherwise indicated)

Year ended December 31, 2024

5. Investment in Lulu Island Energy Company Ltd. (continued):

Included in accounts payable and accrued liabilities in the City's Consolidated Statement of Financial Position are payables to LIEC in the amount of \$166,301 (2023 - \$165,059).

On September 22, 2022, LIEC entered into a new concession project agreement (the "Project Agreement") with City Centre Energy Limited Partnership ("Project Contractor") to design, build, finance, operate and maintain City Centre District Energy Utility infrastructure providing heating and cooling services to new residential and mixed use commercial developments within the City Centre area (the "CCDEU project"). The Project Contractor was a wholly owned subsidiary of Corix Utilites Inc. ("Corix"). During 2024, following a re-organization within Corix, the Project Contractor become a wholly owned subsidiary of Corix District Energy Holdings GP Inc.

6. Accounts receivable:

	2024	2023
Water and sewer utilities	\$ 17,903	\$ 15,429
Casino revenue	2,918	2,940
Grants	12,728	8,416
Other trade receivables	12,338	8,282
	\$ 45,887	\$ 35,067

7. Debt reserve fund deposits and contingent demand notes:

The City issues its debt instruments through the Municipal Finance Authority (the "MFA"). As a condition of these borrowings, a portion of the debt proceeds is withheld by the MFA in a Debt Reserve Fund. The City also executes demand notes in connection with each debt whereby the City may be required to loan certain amounts to the MFA. These demand notes are contingent in nature and are not reflected in the City's accounts. The details of the cash deposits and contingent demand notes at December 31, 2024 are as follows:

	Cash deposits	Contingent demand notes
General Revenue Fund	\$ 960	\$ 2,701

CITY OF RICHMOND

Notes to Consolidated Financial Statements

(Tabular amounts expressed in thousands of dollars, unless otherwise indicated)

Year ended December 31, 2024

8. Asset retirement obligations:

The City's asset retirement obligation consists of the following obligations:

- (a) Asbestos and Lead Obligation: Once disturbed, the City has a legal obligation to properly remove and dispose of asbestos and lead. As such, asset retirement obligations have been recognized for various City buildings that are known and/or suspected of containing asbestos and lead.
- (b) Fuel Tank Obligation: The City has a legal obligation to adhere to particular practices when removing aboveground storage tanks and underground storage tanks. Asset retirement obligations have been recognized for all known land or buildings where an aboveground storage tank and underground storage tank is known to exist.
- (c) Contractual Obligation: The City is party to various contracts and agreements with entities that dictate various end-of life decommissioning activities associated with properties the City is leasing. Asset retirement obligations have been recognized for the estimated cost of adhering to these contracts.

The City has recognized liabilities related to the legal obligations to incur costs to retire a tangible capital asset. A significant part of City's asset retirement obligations results from the removal and disposal of designated materials from buildings and fuel tanks. The City estimates that the majority of the obligations will be paid during fiscal years 2048 to 2073.

	2024	2023
Asset retirement obligation, opening balance	\$ 11,893	\$ -
Asset retirement obligation recorded during the year	103	7,081
Accretion expense during the year	195	290
Asset retirement obligation expenditure incurred during the year	(1,059)	4,522
Asset retirement obligation settled during the year	(12)	-
Asset retirement obligation, closing balance	\$ 11,120	\$ 11,893

When significant obligations have reliable cash flow projections, the liability may be estimated using the present value of future cash flows, otherwise they are recorded at current costs. The discount rate used reflects the risks specific to the asset retirement liability. The discount rate used for 2024 is 4.30% (2023 – 4.10%). There are no liabilities recorded using the present value of future cash flows at December 31, 2024 (2023 – nil).

CITY OF RICHMOND

Notes to Consolidated Financial Statements

(Tabular amounts expressed in thousands of dollars, unless otherwise indicated)

Year ended December 31, 2024

9. Post-employment benefits:

The City provides certain post-employment benefits, non-vested sick leave, compensated absences, and termination benefits to its employees.

	2024	2023
Accrued benefit obligation, beginning of year	\$ 34,813	\$ 33,637
Opening adjustment due to Oval actuarial valuation January 1, 2023	-	207
Current service cost	2,514	2,434
Interest cost	1,463	1,528
Past service cost / (credit)	411	(440)
Benefits paid	(4,056)	(3,840)
Actuarial loss	2	1,287
Accrued benefit obligation, end of year	\$ 35,147	\$ 34,813

An actuarial valuation for these benefits was performed to determine the City's accrued benefit obligation as at December 31, 2024. This actuarial gain is being amortized over a period equal to the employees' expected average remaining service lifetime of 11-years (2023 – 11-years).

	2024	2023
Accrued benefit obligation, end of year	\$ 35,147	\$ 34,813
Unamortized net actuarial gain	2,250	3,068
Accrued benefit liability, end of year	\$ 37,397	\$ 37,881

Actuarial assumptions used to determine the City's accrued benefit obligation are as follows:

	2024	2023
Discount rate	4.30%	4.10%
Expected future inflation rate	2.50%	2.50%
Expected wage and salary range increases	2.50% to 3.00%	2.50% to 3.00%

CITY OF RICHMOND

Notes to Consolidated Financial Statements

(Tabular amounts expressed in thousands of dollars, unless otherwise indicated)

Year ended December 31, 2024

10. Development cost charges:

	2024	2023
Balance, beginning of year	\$ 241,634	\$ 237,051
Contributions	44,832	4,342
Interest	9,996	10,533
Revenue recognized	(70,450)	(10,292)
Balance, end of year	\$ 226,012	\$ 241,634

11. Deposits and holdbacks:

	Balance December 31, 2023	Deposit contributions / interest earned	Refund/ expenditures	Balance December 31, 2024
Security deposits	\$ 125,713	\$ 24,411	\$ (11,289)	\$ 138,835
Developer contributions	7,919	172	-	8,091
Damage deposits	6,658	827	(958)	6,527
Contract holdbacks	4,767	3,823	(3,882)	4,708
Other	3,681	432	(452)	3,661
	\$ 148,738	\$ 29,665	\$ (16,581)	\$ 161,822

12. Deferred revenue:

	Balance December 31, 2023	Externally restricted inflows	Revenue earned	Balance December 31, 2024
Taxes and utilities	\$ 30,008	\$ 33,197	\$ (30,008)	\$ 33,197
Building permits/development	15,082	10,608	(8,368)	17,322
Oval	2,813	8,862	(8,782)	2,893
Grants	16,609	20,890	(17,578)	19,921
Licences	2,613	2,294	(4,064)	843
Parking easement/leased land	2,480	109	(54)	2,535
Other	5,752	5,353	(7,230)	3,875
	\$ 75,357	\$ 81,313	\$ (76,084)	\$ 80,586

CITY OF RICHMOND

Notes to Consolidated Financial Statements

(Tabular amounts expressed in thousands of dollars, unless otherwise indicated)

Year ended December 31, 2024

13. Debt, net of MFA sinking fund deposits:

The City obtains debt instruments through the MFA pursuant to security issuing bylaws under authority of the Community Charter to finance certain capital expenditures.

Gross amount for the debt less principal payments and actuarial adjustments to date are as follows:

MFA issue	Loan authorization bylaw	Gross amount borrowed	Repayments and actuarial adjustments	Net debt 2024	Net debt 2023
127	9075	\$ 50,815	\$ 50,815	\$ -	\$ 6,024
158	10334	96,000	6,908	89,092	92,605
		\$ 146,815	\$ 57,723	\$ 89,092	\$ 98,629

Current borrowing includes:

MFA issue	Issue date	Term (yrs.)	Maturity date	Interest rate	Refinancing date
158	September 23, 2022	20	September 23, 2042	4.09%	September 23, 2032

Interest expense incurred for the year on the long-term debt was \$4,764,848 (2023 - \$5,594,469). Repayments on net outstanding debt over the next five years and thereafter are as follows:

2025	\$ 3,636
2026	3,764
2027	3,895
2028	4,032
2029	4,173
Thereafter	69,592
	\$ 89,092

CITY OF RICHMOND

Notes to Consolidated Financial Statements

(Tabular amounts expressed in thousands of dollars, unless otherwise indicated)

Year ended December 31, 2024

14. Tangible capital assets:

Cost	Balance December 31, 2023	Additions and transfers	Disposals	Balance December 31, 2024
Land	\$ 1,191,847	\$ 93,570	\$ (107)	\$ 1,285,310
Building and building improvements	621,743	31,274	(1,048)	651,969
Infrastructure	2,002,755	38,547	(6,728)	2,034,574
Vehicles, machinery and equipment	184,620	12,082	(577)	196,125
Library's collections, furniture and equipment	11,969	1,137	(322)	12,784
Assets under construction	65,736	41,937	-	107,673
	\$ 4,078,670	\$ 218,547	\$ (8,782)	\$ 4,288,435

Accumulated amortization	Balance December 31, 2023	Disposals	Amortization expense	Balance December 31, 2024
Building and building improvements	\$ 265,314	\$ (1,023)	\$ 22,621	\$ 286,912
Infrastructure	984,920	(6,131)	37,392	1,016,181
Vehicles, machinery and equipment	125,139	(487)	10,689	135,341
Library's collections, furniture and equipment	8,395	(322)	1,001	9,074
	\$ 1,383,768	\$ (7,963)	\$ 71,703	\$ 1,447,508

Net book value	December 31, 2024	December 31, 2023
Land	\$ 1,285,310	\$ 1,191,847
Buildings and building improvements	365,057	356,429
Infrastructure	1,018,393	1,017,835
Vehicles, machinery and equipment	60,784	59,481
Library's collection, furniture and equipment	3,710	3,574
Assets under construction	107,673	65,736
Balance, end of year	\$ 2,840,927	\$ 2,694,902

(a) Assets under construction:

Assets under construction having a value of \$107,673,230 (2023 - \$65,735,570) have not been amortized. Amortization of these assets will commence when the asset is put into service.

CITY OF RICHMOND

Notes to Consolidated Financial Statements

(Tabular amounts expressed in thousands of dollars, unless otherwise indicated)

Year ended December 31, 2024

14. Tangible capital assets (continued):

(b) Contributed tangible capital assets:

Contributed tangible capital assets have been recognized at fair value at the date of contribution. The value of contributed assets received during the year is \$31,065,021 (2023 - \$75,944,770) comprised of land in the amount of \$23,144,146 (2023 - \$58,306,673), and infrastructure in the amount of \$7,920,875 (2023 - \$17,638,097).

(c) Tangible capital assets disclosed at nominal values:

Where an estimate of fair value could not be made, the tangible capital asset was recognized at a nominal value.

(d) Works of art and historical treasures:

The City manages and controls various works of art and non-operational historical cultural assets including building, artifacts, paintings, and sculptures located at City sites and public display areas. The assets are not recorded as tangible capital assets and are not amortized.

(e) Write-down of tangible capital assets:

There were no write-down of tangible capital assets in 2024 (2023 - nil).

15. Accumulated surplus:

	General and Reserve Funds	Waterworks Utility Fund	Sewerworks Utility Fund	Richmond Olympic Oval	Library	2024 Total	2023 Total
Investment in tangible capital assets	\$ 2,814,071	\$ -	\$ -	\$ 8,297	\$ 3,711	\$ 2,826,079	\$ 2,687,860
Reserves (note 16)	792,544	51,864	35,195	13,133	-	892,736	789,710
Appropriated surplus	237,862	18,847	12,556	590	3,199	273,054	285,974
Investment in LIEC	39,855	-	-	-	-	39,855	37,098
Surplus	18,344	1,068	6,661	606	536	27,215	24,930
Other equity	5,608	-	-	-	-	5,608	5,960
Balance, end of year	\$ 3,908,284	\$ 71,779	\$ 54,412	\$ 22,626	\$ 7,446	\$ 4,064,547	\$ 3,831,532

CITY OF RICHMOND

Notes to Consolidated Financial Statements

(Tabular amounts expressed in thousands of dollars, unless otherwise indicated)

Year ended December 31, 2024

16. Reserves:

	Balance, December 31, 2023	Change during year	Balance, December 31, 2024
Affordable housing	\$ 16,924	\$ (76)	\$ 16,848
Arts, culture and heritage	4,126	184	4,310
Capital building and infrastructure	145,902	20,509	166,411
Capital reserve	287,961	49,586	337,547
Capstan station	15,009	6,459	21,468
Child care development	10,866	1,907	12,773
Community legacy and land replacement	1,671	129	1,800
Flood protection BL 7812 and BL 10403	65,719	5,458	71,177
Equipment replacement	29,894	1,496	31,390
Growing communities fund	21,067	461	21,528
Hamilton area plan community amenity	3,767	168	3,935
Leisure facilities	29,059	6,096	35,155
Local improvements	8,109	361	8,470
Neighborhood improvement	9,153	678	9,831
Oval	11,586	1,547	13,133
Public art program	4,987	315	5,302
Sanitary sewer BL 7812 and BL 10401	58,139	4,977	63,116
Solid waste	-	256	256
Steveston off-street parking	354	5	359
Steveston road ends	143	(31)	112
Waterfront improvement	187	8	195
Water supply BL 7812 and BL 10402	65,087	2,533	67,620
	\$ 789,710	\$ 103,026	\$ 892,736

17. Pension plan:

The City and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2023, the plan has about 256,000 active members and approximately 129,000 retired members. Active members include approximately 45,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may

CITY OF RICHMOND

Notes to Consolidated Financial Statements

(Tabular amounts expressed in thousands of dollars, unless otherwise indicated)

Year ended December 31, 2024

17. Pension plan (continued):

be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent valuation for the Municipal Pension Plan as at December 31, 2021, indicated a \$3,761 million funding surplus for basic pension benefits on a going concern basis.

The next valuation will be as at December 31, 2024, with results available in later 2025.

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

The City paid \$17,270,093 (2023 - \$15,534,932) for employer contributions while employees contributed \$15,099,053 (2023 - \$13,023,437) to the plan in fiscal 2024.

18. Contingent assets and contractual rights:

(a) Contingent assets:

Contingent assets are possible assets arising from existing conditions or situations involving uncertainty. That uncertainty will ultimately be resolved when one or more future events not wholly within the City's control occurs or fails to occur.

The City has legal claims, service agreements, and land dedications that may qualify as contingent assets. Amounts cannot be estimated as of December 31, 2024. Contingent assets are not recorded in the consolidated financial statements.

(b) Contractual rights:

The City has entered into contracts or agreements in the normal course of operations that it expects will result in revenue and assets in future fiscal years. The City's contractual rights are comprised of leases, licences, grants and various other agreements, including the provision of police services with the Vancouver Airport Authority. The following table summarizes the expected revenue from the City's contractual rights:

2025	\$ 39,375
2026	8,492
2027	5,697
2028	3,607
2029	2,704
Thereafter	5,534

CITY OF RICHMOND

Notes to Consolidated Financial Statements

(Tabular amounts expressed in thousands of dollars, unless otherwise indicated)

Year ended December 31, 2024

18. Contingent assets and contractual rights (continued):

(b) Contractual rights (continued):

The City is entitled to receive revenue from certain other agreements. The revenue from these agreements cannot be quantified and has not been included in the amounts noted above.

19. Commitments and contingencies:

(a) Joint and several liabilities:

The City has a contingent liability with respect to debentures of the Greater Vancouver Water District, Greater Vancouver Sewerage and Drainage District and Metro Vancouver Regional District, to the extent provided for in their respective Enabling Acts, Acts of Incorporation and Amending Acts. Management does not consider payment under this contingency to be likely and therefore no amounts have been accrued.

(b) Lease payments:

The City is committed to operating lease payments for premises and equipment in the following approximate amounts:

2025	\$ 4,547
2026	2,870
2027	954
2028	583
2029 and thereafter	4,513

(c) Litigation:

As at December 31, 2024, there were a number of claims or risk exposures in various stages of resolution. The City has made no specific provision for those where the outcome is presently not determinable.

(d) Municipal Insurance Association of British Columbia ("Association"):

The City is a participant in the Association. Should the Association pay out claims in excess of premiums received, it is possible that the City, along with other participants, would be required to contribute towards the deficit. Management does not consider external payment under this contingency to be likely and therefore, no amounts have been accrued.

(e) Contractual obligation:

The City has entered into various contracts for services and construction with periods ranging beyond one year. These commitments are in accordance with budgets passed by Council.

CITY OF RICHMOND

Notes to Consolidated Financial Statements
(Tabular amounts expressed in thousands of dollars, unless otherwise indicated)

Year ended December 31, 2024

19. Commitments and contingencies (continued):

- (f) E-Comm Emergency Communications for Southwest British Columbia Incorporated (“E-Comm”):

The City is a shareholder of the E-Comm whose services provided include: regional 9-1-1 call centre for the Greater Vancouver Regional District; Wide Area Radio network; dispatch operations; and records management. The City has 2 Class A shares and 1 Class B share (of a total of 37 Class A and 18 Class B shares issued and outstanding as at December 31, 2024). As a Class A shareholder, the City shares in both funding the future operations and capital obligations of E-Comm (in accordance with a cost sharing formula), including any lease obligations committed to by E-Comm up to the shareholder’s withdrawal date.

- (g) Community associations:

The City has agreements with the various community associations which operate the community centers throughout the City. The City generally provides the buildings and grounds, pays the operating costs of the facilities, and provides certain staff and other services such as information technology. Typically the community associations are responsible for providing programming and services to the community. The community associations retain all revenue which they receive.

20. Trust funds:

Certain assets have been conveyed or assigned to the City to be administered as directed by agreement or statute. The City holds the assets for the benefit of and stands in fiduciary relationship to the beneficiary. The following trust fund is excluded from the City’s consolidated financial statements.

	2024	2023
Richmond Community Associations	\$ -	\$ 724

CITY OF RICHMOND

Notes to Consolidated Financial Statements

(Tabular amounts expressed in thousands of dollars, unless otherwise indicated)

Year ended December 31, 2024

21. Taxation and levies:

	2024	2023
Taxes collected:		
Property taxes	\$ 621,165	\$ 572,078
Payment-in-lieu of taxes and grants	35,264	31,496
Local improvement levies	74	76
Municipal and Regional District Tax (MRDT)	9,315	9,073
	665,818	612,723
Less transfers to other authorities:		
Province of British Columbia - School taxes	(247,616)	(230,746)
TransLink	(60,588)	(48,562)
Metro Vancouver	(11,701)	(10,197)
BC Assessment Authority	(7,724)	(7,270)
Other	(42)	(41)
	(327,671)	(296,816)
Less payment-in-lieu of taxes retained by the City	(20,054)	(18,114)
	\$ 318,093	\$ 297,793

22. Other revenue:

	2024	2023
Developer contributions	\$ 15,967	\$ 3,102
Tangible capital assets gain on sale of land	3,008	2,497
Penalties and fines	5,958	5,080
Parking program	2,930	2,335
Recycle BC	3,326	3,274
Oval - Other revenue	2,712	2,987
Other	5,991	4,034
	\$ 39,892	\$ 23,309

CITY OF RICHMOND

Notes to Consolidated Financial Statements

(Tabular amounts expressed in thousands of dollars, unless otherwise indicated)

Year ended December 31, 2024

23. Government transfers:

Government transfers are received for operating and capital activities. The operating transfers consist of gaming revenue and provincial and federal contributions. Capital transfers are included in other capital funding sources revenue. The source of the government transfers are as follows:

	2024	2023
Operating:		
Government of British Columbia	\$ 16,650	\$ 23,943
Government of Canada	8,468	7,355
Capital:		
Government of British Columbia	7,099	26,123
Government of Canada	1,405	1,566
	\$ 33,622	\$ 58,987

24. Segmented reporting:

The City provides a wide variety of services to its residents. For segment disclosure, these services are grouped and reported under service areas/departments that are responsible for providing such services. They are as follows:

- (a) **Law and community safety** brings together the City's public safety providers such as police (RCMP), fire-rescue, emergency programs, and community bylaws along with sections responsible for legal and regulatory matters. It is responsible for ensuring safe communities by providing protection services with a focus on law enforcement, crime prevention, emergency response, protection of life and properties and legal services.
- (b) **Utilities** provide such services as planning, designing, constructing, operating, and maintaining the City's infrastructure of water and sewer networks, flood protection and sanitation and recycling.
- (c) **Engineering, transportation, public works and project development** comprises of general public works, roads and construction, fleet operations, engineering, transportation, project development, and facility management. The services provided are construction and maintenance of the City's infrastructure and City owned buildings, maintenance of the City's road networks, managing and operating a mixed fleet of vehicles, heavy equipment and an assortment of specialized work units for the City operations, development of current and long-range engineering planning and construction of major projects.
- (d) **Parks, recreation and culture** comprises of parks, recreation, arts, and culture and heritage services. These departments ensure recreation opportunities in Richmond by maintaining a variety of facilities such as arenas, community centres, pools, etc. It designs, constructs and maintains parks and sports fields to ensure there is adequate open green space and sports fields available for Richmond residents. It also addresses the arts, culture, and community issues that the City encounters.

CITY OF RICHMOND

Notes to Consolidated Financial Statements

(Tabular amounts expressed in thousands of dollars, unless otherwise indicated)

Year ended December 31, 2024

24. Segmented reporting (continued):

- (e) **General government** comprises of Mayor and Council, corporate administration, finance and corporate services. It is responsible for adopting bylaws, effectively administering city operations, levying taxes, providing sound management of human resources, information technology, finance, and ensuring high quality services to Richmond residents.
- (f) **Planning and development** is responsible for land use plans, developing bylaws and policies for sustainable development in the City.
- (g) **Richmond Olympic Oval Corporation** is formed as a wholly owned subsidiary of the City. The City uses the Richmond Olympic Oval facility as a venue for a wide range of sports, business and community activities.
- (h) **Richmond Public Library** provides public access to information by maintaining five branches throughout the City.

	Law and community safety	Utilities	Engineering, transportation, public works and project development	Parks, recreation and culture	General government	Planning and development	Total city subtotal
Revenue:							
Taxation and levies	\$ -	\$ -	\$ -	\$ 400	\$ 317,693	\$ -	\$ \$318,093
User fees	-	150,823	-	-	-	-	150,823
Sales of services	9,322	5,021	2,933	13,611	13,497	1,320	45,704
Payments-in-lieu of taxes	-	-	-	-	20,054	-	20,054
Provincial and federal grants	1,305	15	(849)	281	3,317	5,892	9,961
Development cost charges	-	720	9,691	31,119	28,920	-	70,450
Other capital funding sources	-	4,756	10,951	162	23,323	548	39,740
Other revenue:							
Investment income	-	366	-	-	69,457	-	69,823
Gaming revenue	914	-	-	-	11,057	-	11,971
Licences and permits	7,608	32	542	-	17	11,657	19,856
Other	3,371	4,687	1,457	743	26,822	27	37,107
Equity income in LIEC	-	-	-	-	2,757	-	2,757
	22,520	166,420	24,725	46,316	516,914	19,444	796,339
Expenses:							
Wages and salaries	66,833	24,171	30,703	45,324	32,590	15,097	214,718
Public works maintenance	70	10,211	5,252	2,321	(1,447)	-	16,407
Contract services	78,483	11,123	6,975	3,807	13,184	1,086	114,658
Regional district utility charges	-	66,161	-	-	-	-	66,161
Supplies and materials	4,058	10,839	1,372	12,493	14,273	8,674	51,709
Interest and finance	588	2	4	176	5,910	-	6,680
Transfer from (to) capital for tangible capital assets	(498)	4,469	1,514	2,700	443	505	9,133
Amortization of tangible capital assets	3,212	17,033	25,630	11,338	9,620	2,063	68,896
Loss (gain) on disposal of tangible capital assets	-	638	(128)	14	(9)	2	517
	152,746	144,647	71,322	78,173	74,564	27,427	548,879
Annual surplus (deficit)	\$ (130,226)	\$ 21,773	\$ (46,597)	\$ (31,857)	\$ 442,350	\$ (7,983)	\$ 247,460

CITY OF RICHMOND

Notes to Consolidated Financial Statements

(Tabular amounts expressed in thousands of dollars, unless otherwise indicated)

Year ended December 31, 2024

24. Segmented reporting (continued):

	Total city subtotal	Richmond Public Library	Richmond Olympic Oval	2024 Consolidated	2023 Consolidated
Revenue:					
Taxation and levies	\$ 318,093	\$ -	\$ -	\$ 318,093	\$ 297,793
User fees	150,823	-	-	150,823	132,951
Sales of services	45,704	81	11,665	57,450	50,737
Payments-in-lieu of taxes	20,054	-	-	20,054	18,114
Provincial and federal grants	9,961	435	3,149	13,545	38,660
Development cost charges	70,450	-	-	70,450	10,292
Other capital funding sources	39,740	-	-	39,740	83,562
Other revenue:					
Investment income	69,823	30	-	69,853	61,503
Gaming revenue	11,971	-	-	11,971	13,013
Licences and permits	19,856	-	-	19,856	15,934
Other	37,107	73	2,712	39,892	23,309
Equity income in LIEC	2,757	-	-	2,757	2,070
	796,339	619	17,526	814,484	747,938
Expenses:					
Wages and salaries	214,718	8,800	12,727	236,245	211,637
Public works maintenance	16,407	37	-	16,444	16,087
Contract services	114,658	547	-	115,205	109,548
Regional district utility charges	66,161	-	-	66,161	60,743
Supplies and materials	51,709	2,125	5,818	59,652	53,164
Interest and finance	6,680	1	-	6,681	8,246
Transfer from (to) capital for tangible capital assets	9,133	(256)	-	8,877	13,848
Amortization of tangible capital assets	68,896	1,001	1,806	71,703	71,938
Loss (gain) on disposal of tangible capital assets	517	(16)	-	501	364
	548,879	12,239	20,351	581,469	545,575
Annual surplus (deficit)	\$ 247,460	\$ (11,620)	\$ (2,825)	\$ 233,015	\$ 202,363

25. Budget data:

The budget data presented in these consolidated financial statements is based on the Consolidated 5 Year Financial Plan adopted by Council on January 29, 2024. The table below reconciles the adopted Consolidated 5 Year Financial Plan to the budget amounts reported in these consolidated financial statements.

CITY OF RICHMOND

Notes to Consolidated Financial Statements

(Tabular amounts expressed in thousands of dollars, unless otherwise indicated)

Year ended December 31, 2024

25. Budget data (continued):

	Financial plan Bylaw No. 10515	Financial statement budget
Revenue from Consolidated financial plan	\$ 702,207	\$ 702,207
Expenses from Consolidated financial plan	620,634	620,634
Annual surplus	81,573	81,573
Less:		
Acquisition of tangible capital assets – current year	(211,510)	-
Acquisition of tangible capital assets – prior years	(231,528)	-
Contributed tangible capital assets	(45,640)	-
Transfer to reserves	(97,079)	-
Debt principal	(9,612)	-
Add:		
Capital funding	492,725	-
Operating reserve funding	7,934	-
Transfer from surplus	13,137	-
Annual surplus	\$ -	\$ 81,573

26. Financial risk management:

Financial instruments include cash and cash equivalents, investments, receivables, payables, and debt. The City has exposure to the following financial risks from its use of financial instruments: credit risk, market risk, interest rate risk and liquidity risk. Management is responsible for safeguarding resources, managing risks, and implementing appropriate policies and framework. This note presents information on how the City manages those financial risks.

(a) Credit risk:

Credit risk is the risk of economic loss should the counterparty to a transaction default or otherwise fail to meet its obligation. The City is exposed to credit risk primarily through its cash and cash equivalents, investments and accounts receivables. The maximum exposure to credit risk on these instruments is their carrying value.

Credit risk associated with cash and cash equivalent is minimized by ensuring that these assets are held at financial institutions with a high credit ratings. The City has deposited cash with reputable financial institutions, from which management believes the risk of loss to be remote.

The City mitigates credit risk in its investments by adhering to its restrictive investment Policy 3703 which limits the type and distribution of investments.

CITY OF RICHMOND

Notes to Consolidated Financial Statements

(Tabular amounts expressed in thousands of dollars, unless otherwise indicated)

Year ended December 31, 2024

26. Financial risk management (continued):

(a) Credit risk (continued):

Accounts receivables mainly consist of property taxes, utilities, trade and other receivables. The Community Charter grants legislative authority for the City to enforce the collection of unpaid property taxes. As at December 31, 2024 and 2023, there were no significant collection issues related to outstanding receivable accounts. The City assesses, on a continuous basis, accounts receivables and provides for any amounts that are not collectible.

(b) Market risk:

Market risk is the risk that changes in market prices, as a result of changes in foreign exchange rates or interest rate will affect the City's value of its holdings of financial instruments. The objective of market risk management is to manage and control market risk exposures within acceptable parameters while optimizing return on investments.

(i) Interest rate risk:

Interest rate risk relates to the risk that changes in interest rates will affect the fair value or future cash flows of financial instruments held by the City. There is no interest rate risk regarding the City's short terms notes and deposits, government guaranteed bonds, bank guaranteed bonds and Municipal Finance Authority bonds.

The City exposed to interest rate risk related to its debt issued by the Municipal Finance Authority which is subject to fixed interest rate. Fluctuations in rates could impact future payments upon renewal.

(ii) Currency risk:

Investments in foreign securities would be exposed to currency risk due to fluctuations in foreign exchange rates. The City does not hold investments in foreign currencies.

(iii) General risk:

Tariffs, other potential changes to tariff and import/export regulations, and ongoing trade disputes between the United States and other jurisdictions may have a negative effect on global economic conditions and the stability of global financial markets.

These tariffs are relatively recent and are subject to a number of uncertainties as they are implemented, and the impact cannot be predicted at this time.

(c) Liquidity risk:

Liquidity risk arises when the City is not able to meet its financial obligations as they fall due. The City manages liquidity risk by monitoring actual and forecasted cash flows from operations and anticipated investing and financing activities to ensure, as far out as possible, that it will always have sufficient liquidity to meet its liabilities when due, under both normal and stressed conditions, without incurring unacceptable losses or risking damage to the City's reputation.

With the exception of note 26(b)(iii), there has been no significant change to the risk exposure from 2023.

CITY OF RICHMOND

Notes to Consolidated Financial Statements

(Tabular amounts expressed in thousands of dollars, unless otherwise indicated)

Year ended December 31, 2024

27. Comparative information:

Certain comparative information has been reclassified to conform to the consolidated financial statement presentation adopted for the current year. These reclassifications do not impact the annual surplus reported in the prior year or accumulated surplus.

CITY OF RICHMOND

Schedule 1 – Unaudited Statement of Growing Communities Fund

(Tabular amounts expressed in thousands of dollars, unless otherwise indicated)

Year ended December 31, 2024

In 2023, the Provincial Government announced funding of up to \$1 billion in direct grants provided to local governments to help support all B.C. communities. The objective of this funding is to help local government to invest into infrastructure and amenities that will help facilitate the increase in housing supply throughout the community. In 2023, the City received a Growing Communities Grant of \$20.3 million. A requirement of the Growing Communities Fund is to include a schedule to the financial statements presenting the amount of funding received, use of funds, and year-end balance of unused funds. A schedule will continue to be reported annually until funds are fully drawn down.

	2024	2023
Growing Communities Fund opening balance	\$ 21,067	\$ -
Growing Communities Fund received		20,354
Total eligible costs incurred	(7)	-
Interest earned	468	713
Balance, end of year	\$ 21,528	\$ 21,067

CITY OF RICHMOND

Schedule 2 – Unaudited Statement of Local Government Housing Initiatives Capacity Fund
(Tabular amounts expressed in thousands of dollars, unless otherwise indicated)

Year ended December 31, 2024

In 2023, the Provincial Government announced funding of \$51 million in grant-based funding to help facilitate implementation and support local governments’ implement of the legislative changes to support housing initiatives, including small-scale multi-unit housing and proactive planning, development finance, and transit-oriented development.

In 2024, the City received the Local Government Housing Initiatives Capacity Fund of \$1.1 million. A requirement of the Local Government Housing Initiatives Capacity Fund is to include a schedule to the financial statements. A schedule will continue to be reported annually until funds are fully drawn down.

		2024
Local Government Housing Initiatives Capacity Fund received	\$	1,146
Total eligible costs incurred		(192)
Balance December 31, 2024	\$	954

2024 | City of Richmond

FINANCIAL STATEMENT DISCUSSION & ANALYSIS

Prepared by Management

To be read in conjunction with the 2024
Financial Statements





CNCL - 302

Table of Contents

Contents

<u>Introduction</u>	1
<u>Consolidated Statement of Financial Position</u>	2
Financial Assets.....	3
Liabilities.....	5
Non-Financial Assets.....	8
Accumulated Surplus.....	10
<u>Consolidated Statement of Operations</u>	12
Revenues.....	13
Expenses.....	17
Annual Surplus.....	20
<u>Consolidated Statement of Changes in Net Financial Assets</u>	21
<u>Consolidated Statement of Cash Flows</u>	22
<u>Ratio Analysis</u>	23
<u>Environmental Analysis</u>	26
Strategic Plans.....	27
Environment.....	29
Services.....	31
<u>Conclusion</u>	32

Introduction

The *Community Charter* requires that annual audited financial statements be prepared and presented to Council. The City of Richmond's audited consolidated financial statements for the year ended December 31, 2024 have been prepared in accordance with Canadian Public Sector Accounting Standards.

The Financial Statement Discussion and Analysis (FSD&A) provides a detailed analysis of the Consolidated Financial Statements. The FSD&A explains the significant differences in the financial statements between the reported year and the previous year, as well as between budgeted and actual results. This analysis has been prepared by management and is intended to be read in conjunction with the 2024 audited consolidated financial statements.

The consolidated financial statements combine the accounts of the City of Richmond, Richmond Olympic Oval (Oval), and Richmond Public Library (Library). All future references to the "City" reflect the financial results for all entities.

Lulu Island Energy Company (LIEC) is classified as a government business entity (GBE). The City's investment in LIEC as a GBE is accounted for using the modified equity method.

Further information about the basis of consolidation is listed in Note 2 to the Consolidated Financial Statements.

The consolidated financial statements include the following statements:

- **Consolidated Statement of Financial Position** summarizes the assets (financial and non-financial), liabilities, net debt and accumulated surplus as at December 31, 2023 and 2024.
- **Consolidated Statement of Operations** outlines revenues, expenses, surplus for the year and accumulated surplus at year-end. This statement reflects the combined operations of the general, utility, capital and reserve funds for the City and its consolidated entities.
- **Consolidated Statement of Changes in Net Financial Assets** outlines the changes in net financial assets as a result of annual operations, tangible capital asset transactions, as well as changes in other non-financial assets.
- **Consolidated Statement of Cash Flows** summarizes the City's cash position and changes during the year by outlining the City's sources and uses of cash.

Consolidated Statement of Financial Position

CNCL – 305

8022190

The Consolidated Statement of Financial Position shows the City's assets (financial and non-financial), liabilities and accumulated surplus. The difference between the financial assets and liabilities is the City's net financial assets, which represents the amount available for a later date.

The City maintained its strong financial position in 2024 allowing for flexibility and financial sustainability into the future.

- Financial assets increased by \$101.3M to \$1.9B
- Liabilities increased by \$14.4M to \$731.8M
- Net financial assets increased by \$86.9M to \$1.2B
- Non-financial assets increased by \$146.1M to \$2.9B
- Accumulated surplus increased by \$233.0M to \$4.1B

The accumulated surplus includes investment in tangible capital assets, reserves, appropriated surplus, surplus, investment in LIEC and other equity. The change in accumulated surplus is referred to as the annual surplus and is included on the Consolidated Statement of Operations.

Financial Assets

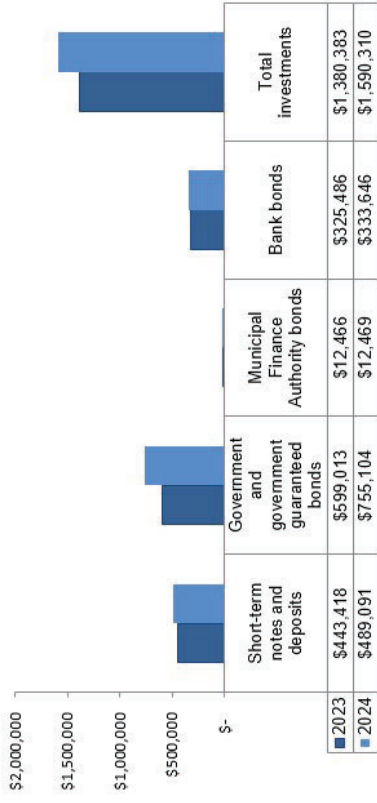
Cash and cash equivalents

The cash and cash equivalents balance of \$199.4M is mainly comprised of deposits in high interest savings products. Cash decreased by \$122.1M due to repositioning to the investment portfolio. This investment strategy allows the City to lock funds into longer-term and higher return investments.

Investments

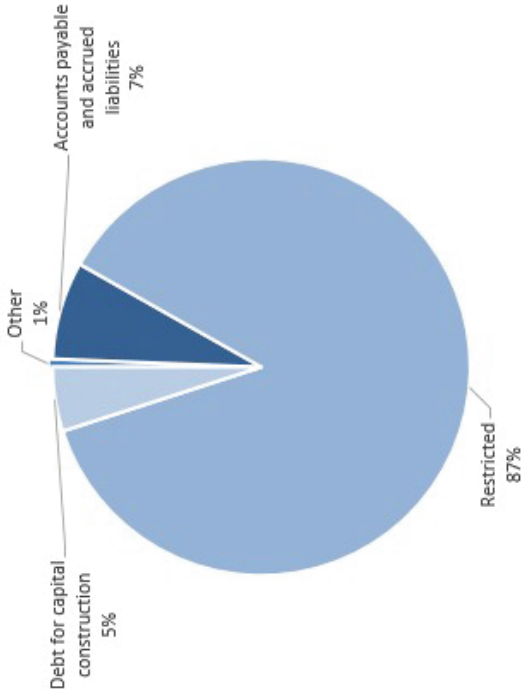
Investments increased by \$209.9M to \$1.6B primarily due to the City's strategic repositioning of its cash and investment structure and responding to the elevated interest rates which were available in 2024. The City has allocated a larger portion towards its investments, particularly in fixed income and longer-term GICs.

Investment Portfolio by Type (\$000's)



The majority of the cash and investment balance is restricted through legislation, relates to contractual requirements

concerning future obligations or is previously committed. The allocation is shown below.



Investment in LIEC

Effective January 1, 2017, LIEC was classified as a GBE. The City uses the modified equity method to account for this investment of \$39.9M (2023 - \$37.1M).

Accrued interest receivable

Accrued interest receivable decreased by \$3.9M to \$22.7M due to the series of interest rate cuts that took place in the second half of 2024.

Accounts receivable

Accounts receivable increased by \$10.8M to \$45.9M primarily due to the increase in revenue from the metered utility billings and grants.

Financial Assets

Accounts Receivable (\$000's)	2024	2023	Change
Water and sewer utilities	\$17,903	\$15,429	\$2,474
Casino revenues	2,918	2,940	(22)
Grants	12,728	8,416	4,312
Other trade receivables	12,338	8,282	4,056
Total	\$45,887	\$35,067	\$10,820

Taxes receivable

Taxes receivable increased by \$6.6M to \$27.1M primarily due to the timing of property tax collections.

Development fees receivable

Development fees receivable decreased by \$2.2M to \$18.1M due to the timing of collections of Development Cost Charges (DCC) during the year and from the timing of new developments.

Developers have the option to pay DCCs upfront or in installments over a two-year period. When paying in installments, one-third of the total DCC is paid upfront, the next third is paid one year after the originating date and the final one-third is paid at the two-year anniversary date. The second and third payment amounts are secured by a letter of credit.

Development activities increased early in 2024 in advance of the DCC rate adjustment in July.

Debt reserve fund – deposits

The debt reserve fund balance decreased by \$0.5M to \$1.0M due to the debt maturity in 2024.



Liabilities

Accounts payable and accrued liabilities

Accounts payable and accrued liabilities increased by \$22.6M to \$125.8M mainly due timing of payments and accruals.

Asset retirement obligations

Asset retirement obligation decreased by \$0.8M to \$11.1M due to changes in estimates recorded during the year.

Post-employment benefits

Post-employment benefits decreased by \$0.5M to \$37.4M. An actuarial valuation was done in 2024 that lead to the decrease in the unamortized net actuarial gain.

Development cost charges

The DCC balance of \$226.0M (2023 - \$241.6M) is restricted by Section 566 of the *Local Government Act* and may only be used on authorized capital expenditures.

Net contributions of \$44.8M and interest earned of \$10.0M were received in 2024. The balance is offset by \$70.5M for capital project expenses funded by DCCs during the year, which was higher than in 2023 due to the acquisition of future parkland.

Development Cost Charges (\$000's)	2024	2023	Change
Balance, beginning of year	\$241,634	\$237,051	\$4,583
Contributions	44,832	4,342	40,490
Interest	9,996	10,533	(537)
Revenue recognized	(70,450)	(10,292)	(60,158)
Balance, end of year	\$226,012	\$241,634	(\$15,622)

The \$226.0M balance includes amounts which have been allocated to active capital projects but that remain unspent at December 31, 2024, there is \$56.4M (2023 - \$81.4M) committed to active capital projects. The Consolidated 5 Year Financial Plan (2025-2029), Bylaw No. 10622, includes \$16.7M approved toward the 2025 Capital Budget and an additional \$89.7M is estimated for the remaining four years (2026-2029).

Deposits and holdbacks

Deposits and holdbacks increased by \$13.1M to \$161.8M mainly due to an increase of development-related security deposits.

Deposits and Holdbacks (\$000's)	2024	2023	Change
Security deposits	\$138,835	\$125,713	\$13,122
Developer contribution	8,091	7,919	172
Damage deposits	6,527	6,658	(131)
Contract holdbacks	4,708	4,767	(59)
Other	3,661	3,681	(20)
Total deposits and holdbacks	\$161,822	\$148,738	\$13,084

Liabilities

Deferred revenue

Deferred revenue are funds that are set aside for specific purposes by legislation, regulation or agreement and may only be used for the specified work or where there is a performance obligation.

Deferred Revenue (\$000's)	2024	2023	Change
Taxes and utilities	\$33,197	\$30,008	\$3,189
Grants	19,921	16,609	3,312
Building permits/development	17,322	15,082	2,240
Oval	2,893	2,813	80
Parking easement/leased land	2,535	2,480	55
Licences	843	2,613	(1,770)
Other	3,875	5,752	(1,877)
Total deferred revenue	\$80,586	\$75,357	\$5,229

Deferred revenue increased by \$5.2M mainly due to increases in prepaid taxes, building permits and grants. This was offset by decreases in business licenses and other deferred revenue, which were impacted by the Canadian Public Sector Accounting change in revenue recognition standard PS 3400, which resulted in a \$2.3M decrease.

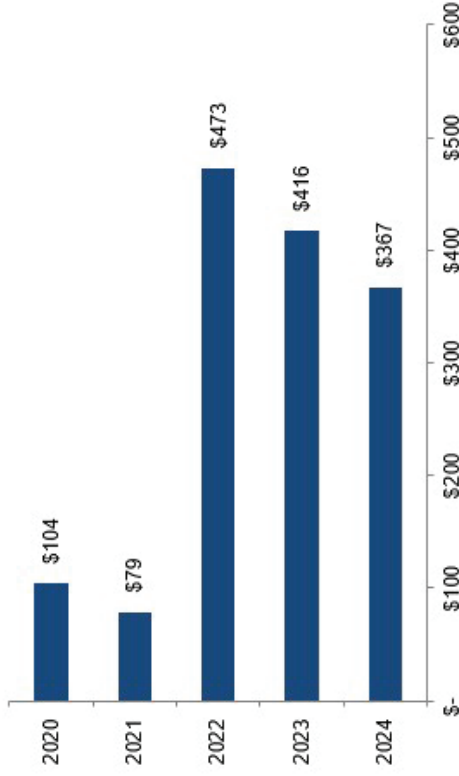
Debt, net of MFA sinking fund deposits

Debt decreased by \$9.5M to \$89.1M due to the annual repayment in 2024 towards the borrowings for the construction of the Minoru Center for Active Living facility and the construction of the Steveston Community Centre and

Branch Library. The debt relating to the Minoru Centre for Active Living was fully repaid in 2024.

The debt per capita decreased to \$367 per person in 2024 from \$416 as at December 31, 2023. The decrease in debt per capita is due to principal payments reducing the current debt balance, along with an increase in population.

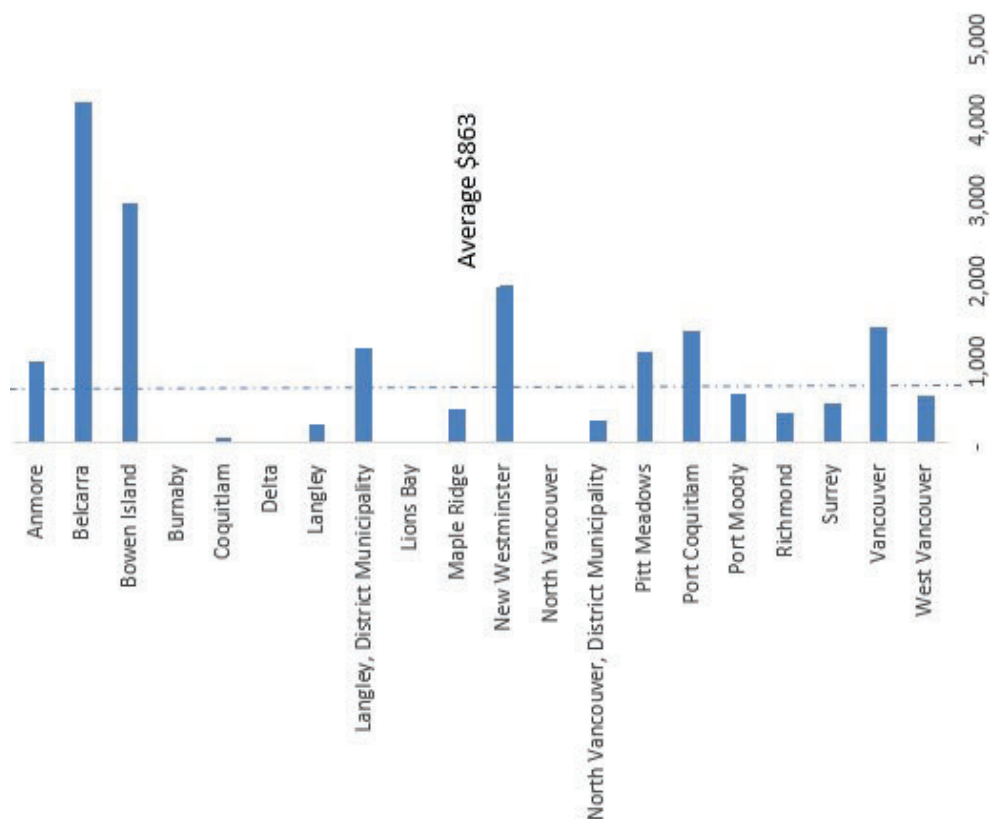
City of Richmond Debt Per Capita 2020-2024



The 2023 values for the other municipalities are the most current figures available from the Local Government Statistics. For comparative purposes, Richmond's 2024 debt per capita of \$367 is included below, and continues to be under the 2023 regional average of \$863.

Liabilities

Debt Per Capita by City 2023 (compared to Richmond 2024)



Long-Term debt data obtained from the Ministry of Municipal Affairs and Housing - 2023 Local Government Statistics. Population figures obtained from BC Stats, BC Regional District and Municipal Population Estimates as of March 2025.



Non-Financial Assets

Tangible Capital Assets

Tangible capital assets (TCA) are recorded at original cost and are amortized over their useful life. The net book value (original cost less accumulated amortization) is presented below. Additional information can be obtained in Note 14 of the consolidated financial statements.

TCA increased by \$146.0M to \$2.8B. The change is primarily a result of \$218.5M of asset additions and current year amortization expense of \$71.7M.

Tangible Capital Assets (\$000's)	2024	2023	Change
Land	\$1,285,310	\$1,191,847	\$93,463
Buildings and building improvements	365,057	356,429	8,628
Infrastructure	1,018,393	1,017,835	558
Vehicles, machinery and equipment	60,784	59,481	1,303
Library's collections, furniture and equipment	3,710	3,574	136
Assets under construction	107,673	65,736	41,937
Total	\$2,840,927	\$2,694,902	\$146,025

Land increased by \$93.5M mainly due to the acquisition of future parklands and land under roads received through rezoning.

Buildings increased by \$8.6M mainly due to \$31.3M in additions offset by \$22.6M of amortization expenses. The additions in 2024 included 100-12339 Steveston Highway \$11.1M, Richmond Ice Centre Renewal \$6.6M, Richmond Nature Park buildings \$4.6M.

Infrastructure increased by \$0.6M mainly due to \$38.5M in additions offset by \$37.4M of amortization expenses and disposal of \$0.6M. The additions in 2024 included \$3.4M for Steveston MUP (Shell-Mortfield), \$1.9M for No. 2 Road MUP (Steveston-Williams), and \$1.8M for contributed asset received through a development on Williams Road.

Vehicles, machinery and equipment increased by \$1.3M mainly due to \$12.1M in additions offset by \$10.7M of amortization expenses and disposal of \$0.1M. The additions in 2024 included \$6.0M for various vehicle and equipment reserve purchases, \$2.2M for various traffic signal assets and \$0.6M for Oracle EPM Solution Phase 1.

Library's collections, furniture and equipment increased by \$0.1M mainly due to \$1.1M of additions, offset by \$1.0M of amortization expense.

Non-Financial Assets



Assets under construction increase by \$41.9M mainly due to Steveston Community Centre and Library of \$17.4M, Works Yard Replacement of \$4.7M, Watermain Replacement Upgrades Program of \$3.9M, Steveston Highway Multi-Use Pathway of \$3.9M, Public Works Infrastructure Advanced Design of \$3.0M, Steveston Utility Upgrades of \$2.7M, Lawn Bowling Club Replacement of \$2.5M, Burkeville Utility Improvements of \$2.2M and Canal Stabilization and Drainage and Irrigation Upgrades of \$1.8M.

Inventory of materials and supplies

Inventory decreased by \$0.4M to \$5.8M based on timing of materials issued.

Prepaid expenses

Prepaid expenses increased by \$0.5M to \$5.4M due to timing of expenses.

Accumulated Surplus

The accumulated surplus increased by \$233.0M to \$4.1B. The annual increase is presented on the Consolidated Statement of Operations.

	2024	2023	Change
Accumulated Surplus (\$000's)			
Investment in TCA	\$2,826,079	\$2,687,860	\$138,219
Reserves	892,736	789,710	103,026
Appropriated surplus	273,054	285,974	(12,920)
Investment in LIEC	39,855	37,098	2,757
Surplus	27,215	24,930	2,285
Other equity	5,608	5,960	(352)
Total	\$4,064,547	\$3,831,532	\$233,015

Investment in TCA

Investment in TCA represents the equity held in assets. This balance is equal to the net book value of tangible capital assets less any outstanding debt relating to capital and capital leases.

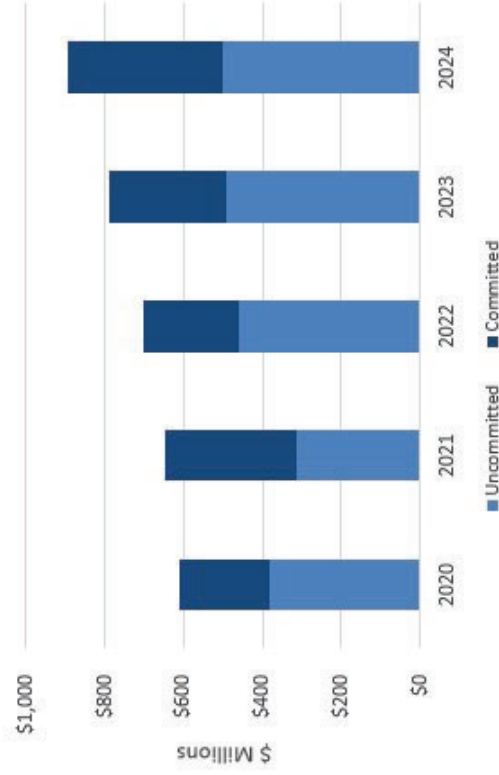
In accordance with accounting standards, this balance is accounted for using the cost method, net of accumulated amortization. It does not reflect market value or replacement value of the assets.

The investment in TCA balance increased by \$138.2M. This is the net activity of asset additions, amortization, disposals, and debt reduction.

Reserves

Reserves are established by Bylaw for specific purposes, mainly capital expenditures. The balance of \$892.7M includes amounts that have been approved for expenditure, but remain unspent as at December 31. The uncommitted reserve balance is \$502.5M (2023 - \$493.3M).

Reserve Balance 2020-2024



The increase in the reserve balance is mainly attributable to the timing of capital expenditures. There are several facility construction projects approved including strategic land acquisitions, West Richmond Pavilion, Works Yard replacement, Britannia Shipyards and the Phoenix Net Loft that have reserve funds allocated, but have not been spent as of the reporting date December 31, 2024.

Accumulated Surplus

From the available \$502.5M at December 31, 2024, \$88.2M has been approved for the City's 2025 Capital Budget and is included in the Consolidated 5 Year Financial Plan (2025-2029), Bylaw No. 10622. An additional \$427.7M is estimated for the remaining four years (2026-2029) of the 5 Year Capital Plan.

Appropriated Surplus

Appropriated surplus is internally restricted for future commitments and potential liabilities. The balance decreased by \$12.9M to \$273.1M primarily due to the use of funds for the collective agreement settlements offset by transfer of the 2023 operating surplus of \$6.1M to the Rate Stabilization provision.

Investment in LIEC

The City's investment in LIEC is recorded under the modified equity method. The balance reflects the City's share equity in LIEC on December 31, 2024 of \$39.9M, an increase of \$2.8M from the 2023 balance of \$37.1M.

Surplus

The consolidated surplus increased by \$2.3M to \$27.2M in 2024 primarily due to the net impact of transferring the 2023 operating surplus of \$6.1M to the Rate Stabilization provision, offset by the 2024 operating surplus of \$5.7M (excluding adjustments relating to the implementation of the new accounting standard PS 3400).

Other Equity

Other equity relates to the City's inventory. The balance decreased by \$0.4M to \$5.6M in 2024.



Consolidated Statement of Operations

CNCL – 315

The Consolidated Statement of Operations provides a summary of the revenues, expenses, and surplus throughout the reporting period and outlines the change in accumulated surplus.

The 2024 budget amounts presented in this statement have been adjusted to reflect the differences between amounts as budgeted at the City on a modified 'cash requirements' basis, and amounts recorded in these financial statements on a 'full accrual' basis.

Note 25 outlines the adjustments to the approved budget, particularly the exclusion of transfers to reserves and other funds, as well as tangible capital asset acquisitions. These adjustments to budgeted values are required to provide comparative budget values based on the full accrual basis of accounting. As the accrual-based budget does not include transfers to reserves, investments in assets, and other items, the budget presented on the financial statements can show a surplus or deficit while the budget as approved by Council is a balanced budget.

Revenues

2024 Budget to Actual Comparison

Total consolidated revenues are \$814.5M compared to the budgeted revenues of \$702.2M. Certain revenues will always be difficult to accurately budget due to the unpredictability of the source, development timing, and use of funds for capital. Budget to actual variance explanations are below.

Revenues (\$000's)	2024 Budget	2024 Actual	Variance
Taxation and levies	\$306,676	\$318,093	\$11,417
Utility fees	148,459	150,823	2,364
Sales of services	54,556	57,450	2,894
Payments-in-lieu of taxes	14,650	20,054	5,404
Provincial and federal grants	26,637	13,545	(13,092)
Development cost charges	16,607	70,450	53,843
Other capital funding sources	68,118	39,740	(28,378)
Investment income	25,635	69,853	44,218
Gaming revenue	12,500	11,971	(529)
Licences and permits	12,832	19,856	7,024
Other	15,175	39,892	24,717
Equity income	362	2,757	2,395
Total	\$702,207	\$814,484	\$112,277

Taxation and levies had a favourable variance of \$11.4M mainly due to inclusion of Municipal & Regional District Tax Program revenue as a result of a change to its revenue recognition and higher than expected new growth.

Utility fees had a favourable variance of \$2.4M mainly due to preconstruction revenue.

Sales of services had a favourable variance of \$2.9M mainly due to higher Oval recreational program revenue and higher aquatic revenue.

Payments-in-lieu of taxes had a favourable variance of \$5.4M mainly due higher revenue received from Federal and Provincial entities.

Provincial and federal grants had an unfavourable variance of \$13.1M due to lower than anticipated recognition of grants which is aligned with the timing of spending.

Development cost charges had a favourable variance of \$53.8M due to the timing of capital expenditures for parkland acquisitions as development cost charges revenue is recognized when the amounts are spent.

Other capital funding had an unfavourable variance of \$28.4M due to lower than budgeted amounts relating to contributed assets received through development and the timing of externally funded capital expenditures. The revenue recognition relating to contributed assets is based on the timing of the development and when the ownership of assets are transferred to the City.

Investment income had a favourable variance of \$44.2M due to higher interest rates and higher investment balances in 2024. The majority of this increase was transferred to the reserves in accordance with *Community Charter* requirements.

Revenues

Gaming revenue had an unfavourable variance of \$0.5M due to actual revenue received from net gaming activities at the River Rock Casino being less than estimated in the budget. Consistent with the approved allocation model, the shortfall resulted in a reduction in the transfer to reserves.

Licences and permits had a favourable variance of \$7.0M due to higher building permit revenues than budgeted and higher business licencing revenues due to the change in revenue recognition through PS 3400 Revenue standard which increased business licence revenue by an additional \$1.8M in 2024.

Other revenue had a favourable variance of \$24.7M mainly due to unbudgeted developer reserve contributions and gain on disposal of land.

Equity income relates to the City's investment in LIEC. LIEC's net income for the year was favourable compared to budget by \$2.4M.



Revenues

2024 to 2023 Actual Comparison

Total 2024 consolidated revenues were \$814.5M compared to \$747.9M in 2023.

Revenues (\$'000's)	2024 Actual	2023 Actual	Change
Taxation and levies	\$318,093	\$297,793	\$20,300
Utility fees	150,823	132,951	17,872
Sales of services	57,450	50,737	6,713
Payments-in-lieu of taxes	20,054	18,114	1,940
Provincial and federal grants	13,545	38,660	(25,115)
Development cost charges	70,450	10,292	60,158
Other capital funding sources	39,740	83,562	(43,822)
Investment income	69,853	61,503	8,350
Gaming revenue	11,971	13,013	(1,042)
Licences and permits	19,856	15,934	3,922
Other	39,892	23,309	16,583
Equity income	2,757	2,070	687
Total	\$814,484	\$747,938	\$66,546

Taxation and levies increased by \$20.3M due to 5.62% approved tax increase and new growth compared to the prior year.



Revenues

Utility fees increased by \$17.9M due to higher metered billing revenue for water, sanitary sewer, sanitation and recycling based on approved rate increases to recover higher Metro Vancouver costs.

Sales of services increased by \$6.7M mainly due to higher receivable income, favourable Oval program revenue, increased rental and lease revenue due to acquisition of additional properties and higher external recoveries.

Payments-in-lieu of taxes increased by \$1.9M due to higher revenue received in 2024 from federal and provincial agencies than in 2023.

Provincial and federal contributions decreased by \$25.1M mainly due to \$20.4M from the Growing Community Fund grant received in 2023 as well as other grants which did not recur in 2024.

Development cost charges increased by \$60.2M due to the timing of capital expenditures for parkland acquisition as development cost charges revenue is recognized when the amounts are spent.

Other capital funding decreased by \$43.8M due to assets contributed received in 2024 including a decrease of \$42.1M for land and road cuts, \$4.4M decrease in park assets, and \$3.9M for road infrastructure assets and external contributions of \$0.3M. These were offset by an increase in \$6.9M for land donations.

Investment income increased by \$8.4M due to interest rate environment and timing of capital expenditures allowing additional funds to be invested.

Gaming revenue decreased by \$1.0M due to less activity at River Rock Casino Resort in 2024 compared to 2023.

Licences and permits increased by \$3.9M mainly due to higher building permits and the adoption of PS 3400 Revenue standard for business licences, which recognized an additional \$1.8M in 2024.

Other revenue increased by \$16.6M mainly due to higher developer reserve contributions including funds received for Capstan Canada Line Station and City Centre facilities.

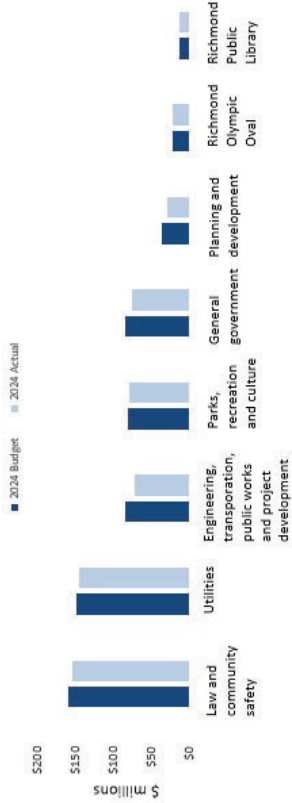
Equity income relates to the City's investment in LIEC. LIEC's net income for 2024 increased by \$0.7M.

Expenses

2024 Budget to Actual Comparison

Total consolidated expenses are \$581.5M compared to the budget of \$620.6M.

2024 Expenses by Function



The following comparisons are before transfers to provisions and/or reserves:

Law and community safety had a favourable variance of \$5.4M due to lower policing contract costs than budgeted due to the number of officers billed being less than budgeted.

Utilities had a favourable variance of \$2.7M due to less transfers from capital to operating for expenses that did not meet the capitalization threshold, vacant positions and contract costs.

Engineering, transportation, public works and project development had a favourable variance of \$12.3M mainly due

to less capital expenditures that did not meet the capitalization criteria and lower contract costs.

Parks, recreation and culture had a favourable variance of \$1.6M mainly due to lower than budgeted contract costs and less capital expenditures that did not meet the capitalization criteria.

General government had a favourable variance of \$9.5M mainly due to the timing of contingent grant expenses that were not fully spent in 2024 and will be spent in future periods and unspent contingencies.

Planning and development had a favourable variance of \$7.5M mainly due to timing of contributions to housing projects that vary with externally controlled milestones, including the Rapid Housing Initiatives and Pathways, also lower spending on contracts, services and supplies and salaries.

Oval had an unfavourable variance relative to the preliminary budget included in the City's Consolidated Financial Plan. Actual expenses are within the final budget which was subsequently approved by the Oval Board.

Library services had a favourable variance of \$0.3M mainly due to staff vacancies.

Expenses

2024 to 2023 Actual Comparison

Total 2024 consolidated expenses were \$581.5M compared to \$545.6M in 2023.

Expenses (\$000's)	2024 Actual	2023 Actual	Change
Law and community safety	\$152,746	\$142,001	\$10,745
Utilities: flood, sanitation, sewer and water	144,647	133,166	11,481
Engineering, transportation, public works and project development	71,322	69,915	1,407
Parks, recreation and culture	78,173	71,328	6,845
General government	74,564	76,288	(1,724)
Planning and development	27,427	22,144	5,283
Richmond Olympic Oval	20,351	19,200	1,151
Richmond Public Library	12,239	11,533	706
Total	\$581,469	\$545,575	\$35,894

Law and community safety expenses increased by \$10.7M mainly due to increase in labour costs due to new collective agreements, higher policing contract and E-Comm expenses.

Utilities expenses increased by \$11.5M mainly due to higher labour costs due to the new collective agreement, higher Greater Vancouver Sewerage and Drainage District operating and sewer debt levy, an increase in Metro Vancouver water purchase costs due to an increase in the rate, and more

transfers from capital to operating that did not meet the criteria for capitalization.

Engineering, transportation, public works and project development expenses increased by \$1.4M mainly due to labour costs as negotiated in the collective agreements offset by lower transfers from capital that were not eligible for capitalization and asset retirement obligation expense that did not recur.

Parks, recreation and culture increased by \$6.8M mainly due to increase in labour costs which is attributable to the new collective agreements and hiring of more auxiliary staff.

General government expenses decreased by \$1.7M mainly due to decrease in long term debt interest due to the Minoru Centre for Active Living debt maturity.

Planning and development cost increased by \$5.3M mainly due to the expenses related to the Rapid Housing Initiatives Project and increases in labour costs as negotiated in the collective agreements and filling of vacancies.

Oval expenses increased by \$1.2M mainly due to higher labour and programming expenses.

Library services expenses increased by \$0.7M mainly due to increase in labour costs

Expenses

Expenses by Object

Expenses (\$'000's)	2024 Actual	2023 Actual	Change
Wages and salaries	\$236,245	\$211,637	\$24,608
Public works maintenance	16,444	16,087	357
Contract services	115,205	109,548	5,657
Regional district utility charges	66,161	60,743	5,418
Supplies and materials	59,652	53,164	6,488
Interest and finance	6,681	8,246	(1,565)
Transfer from (to) capital for tangible capital assets	8,877	13,848	(4,971)
Amortization of tangible capital assets	71,703	71,938	(235)
Loss on disposal of tangible capital assets	501	364	137
Total	\$581,469	\$545,575	\$35,894

Wages and salaries increased by \$24.6M due to collective agreement increases which include a 4.5% wage increase for 2024, step increases in accordance with the collective agreement, a one time retroactive payment of 1% for 2022 and 3.5% for 2023 for CUPE 394 and 718 collective agreements, and vacancies being filled.

Public works maintenance is consistent with prior year.

Contract services increased by \$5.7M mainly due to higher policing contract costs and E-Comm increases.

Regional district utility charges increased by \$5.4M due to the Greater Vancouver Sewerage & Drainage District levy increase and due to an increase in the summer bulk rate for water purchases.

Supplies and materials increased by \$6.5M mainly due to higher expenses for the Rapid Housing Initiative, Pathway Housing project and higher property expense costs.

Interest and finance decreased by \$1.6M mainly due to decrease in long term debt interest as the final payment on debt for Minoru Centre for Active Living was made in 2024.

Transfer from (to) capital for tangible capital assets decreased by \$5.0M due to asset retirement obligation expenses in 2023 for the initial application of the new accounting standard which did not recur in 2024.

Amortization of tangible capital assets is consistent with prior year.

Loss on the disposal of tangible capital assets is consistent with prior year.

Annual Surplus

The 2024 consolidated annual surplus of \$233.0M is calculated as the difference between revenues and expenses and is reflected in the change in the accumulated surplus.

Annual Surplus Distribution

The largest driver of the \$233.0M annual surplus is the change in investment in capital assets of \$138.2M. This is primarily the net activity of asset additions \$218.5M offset by amortization expense of \$71.7M, disposals and debt reduction.

Investment in LIEC increased by \$2.8M.

Appropriated surplus decreased by \$12.9M due to the use of funds to off-set the CUPE 718 and 394 collective agreement settlements.

Reserves increased by \$103.0M due to the timing of capital expenditures. Included in the total reserve balance is \$390.2M committed towards active capital projects.

Surplus increased by \$2.3M mainly due to the net impact of transferring the 2023 operating surplus of \$6.1M to the Rate Stabilization provision, offset by the 2024 operating surplus of \$5.7M (excluding adjustments relating to the implementation of the new accounting standard PS 3400).

Other equity decreased by \$0.4M.



Consolidated Statement of Changes in Net Financial Assets

The Consolidated Statement of Changes in Net Financial Assets focuses on the net assets of the City, adjusting the annual surplus for the impact of tangible capital assets: mainly deducting the costs to acquire assets, and adding back amortization charged during the year.

An important measure of any government’s financial condition is its net financial assets: calculated as financial assets (e.g. cash, receivables, and investments) less liabilities (e.g. trade and employment payables, deposits and debt).

The City’s net financial assets as at December 31, 2024 increased by \$86.9M to \$1.2B (2023 - \$1.1B).

Consolidated Statement of Cash Flows

The Consolidated Statement of Cash Flows is a summary of how the City's cash position changed during the year, highlighting sources and uses of cash, including the use of cash to acquire capital assets.

The City's cash decreased by \$122.1M to \$199.4M and investments increased by \$209.9M to \$1.6B.

In 2024, cash provided by operating activities was \$280.9M, compared to \$222.4M in 2023. This was mainly due to accounts payable and accrued liabilities, development cost charges, deposits and holdbacks and receivables (taxes and accounts).

Cash used in capital activities was \$184.0M compared to \$87.5M in 2023.

Cash used in financing activities was \$9.0M compared to \$9.2M received in 2023.

Cash used in investing activities was \$209.9M, compared to \$458.9M in 2023.

Ratio Analysis

The Public Sector Accounting Board (PSAB) encourages the Government sector to conduct ratio analysis as per the Statement of Recommended Practice (SORP) 4: Indicators of Financial Condition. The analysis enables the readers of financial reports to use the indicators to assess the City's ability to respond to changes in the economic climate. It also allows readers to interpret the financial reports and assess the quality of financial management.

The analysis addresses the following three key areas:

- **Assessment of sustainability** measures and demonstrates the ability of a government entity to carry out its service commitments, and settle financial commitments to creditors, employees, and others without increasing the debt or tax burden in the economy that it operates.
- **Assessment of flexibility** measures and demonstrates the degree to which a government entity can change the level of debt and tax burden in order to meet its service commitments or settle financial commitments.
- **Assessment of vulnerability** measures and demonstrates the degree by which a government entity is dependent on sources of funding outside its control or influence, or is exposed to risk that could impair its ability to meet its service and financial commitments.

The following table presents the ratio analysis for the three-year period 2022-2024:

Assessment of sustainability

Sustainability ratios:	2024	2023	2022
Assets to liabilities (times)	6.6	6.3	6.2
Financial assets to liabilities (times)	2.7	2.6	2.5
Net debt to total revenues	10.9%	13.2%	16.7%
Net debt to the total assessment	0.06%	0.07%	0.09%
Expenses to the total assessment	0.4%	0.4%	0.4%
Flexibility ratios:	2024	2023	2022
Debt charges to revenues	0.5%	0.7%	0.4%
Net book value of capital assets to cost	66.2%	66.1%	66.2%
Net book value of capital assets (excluding land) to cost	51.8%	52.1%	52.6%
Own source revenue to the assessment	0.4%	0.4%	0.5%
Vulnerability ratios:	2024	2023	2022
Government transfers to total revenues	4.1%	7.9%	5.6%
Government transfers (excluding gaming revenue) to total revenues	2.7%	6.1%	3.7%

An explanation of each of the ratios is provided below.

- Assets to liabilities indicates sustainability by the extent to which the government entity finances its operations by issuing debt. A ratio higher than one indicates that a government has accumulated surplus and has assets greater than liabilities. Included in the City's liabilities are DCCs and deferred revenue which represent an obligation to perform future works.
 - Financial assets to liabilities indicates sustainability by the degree that future revenues are required to pay for past transactions and events. A higher ratio indicates a greater ability to cover liabilities.
 - Net debt to total revenues indicates the financial burden over the earning capacity and also indicates how future revenues will be needed for financing of past transactions and events. A lower percentage indicates a lesser reliance on future revenues to finance existing debt.
- In 2022, the City acquired debt of \$96.0M for the construction of the Steveston Community Centre and Branch Library. The annual debt servicing costs relating to the Minoru Centre for Active Living, funded from \$6.4M gaming revenue and \$1.0M taxation revenue, will be applied to the Steveston Community Centre and Branch Library annual servicing costs now that the final

repayment for the Minoru Centre for Active Living is complete in 2024.

- Net debt to the total assessment indicates the relationship between the level of debt and the state of the local economy. A lower percentage indicates a lesser reliance on the current assessment base to finance existing debt.
- Expenses to the total assessment indicates the trend of the government spending in connection to the state of the local economy. A lower percentage indicates a lesser reliance on the current assessment base to finance existing expenses.

Assessment of flexibility

- Debt charges to revenues indicates the extent to which past borrowing decisions present a constraint on a government's ability to meet its financial commitments. A lower ratio indicates a lesser reliance on existing revenues to finance debt charges.
- Net book value of capital assets to cost indicates the estimated useful life of the capital assets to provide services. A higher ratio indicates a newer asset inventory.
- Net book value of capital assets (excluding land) to cost indicates the estimated useful life remaining of

depreciable capital assets. Land is not a depreciable asset and its inclusion can distort the net book value to cost ratio. A higher ratio indicates a newer asset inventory.

- Own source revenue to the assessment indicates the degree to which represents the percentage of taxes taken from its own tax base. A lower ratio indicates a lesser proportion of existing revenues from own sources on the current assessment base.

Assessment of vulnerability

- Government transfers to total revenues indicates the degree to which the local government is dependent on provincial or federal grants. A higher ratio indicates a higher proportion of grants.

The City provides a wide array of services to residents, businesses, and visitors. The Council Strategic Plan helps guide the development and implementation of the City’s work programs and operations.

The following section highlights:

- Council Strategic Plan 2022-2026
- Environment
 - Business Licences
 - Housing Activity
 - Population
- City Services

Strategic Plan

Council Strategic Plan 2022-2026

The Council Strategic Plan 2022-2026 identifies the collective priorities and focus areas for Richmond's City Council for the current term of office. The Council Strategic Plan allows the City to provide effective management and delivery of services in a manner that is responsive and flexible to address the current and future needs of all those who live, work, and play in Richmond.

The six high level areas of focus for the Council Strategic Plan 2022-2026 include:

1. Proactive in Stakeholder and Civic Engagement

Proactive stakeholder and civic engagement to foster understanding and involvement and advance Richmond's interests.

2. Strategic and Sustainable Community Growth

Strategic and sustainable growth that supports long-term community needs and a well-planned and prosperous city.

3. A Safe and Prepared Community

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



- 4. Responsible Financial Management and Governance**
Responsible financial management and efficient use of public resources to meet the needs of the community.
- 5. A Leader in Environmental Sustainability**
Leadership in environmental sustainability through innovative, sustainable, and proactive solutions that mitigate climate change and other environmental impacts.
- 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.

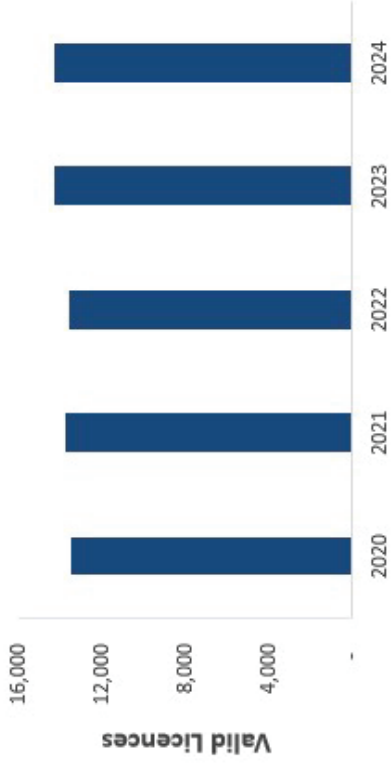


Environment

Business Licences

The total number of business licences issued increased to 14,317 in 2024 compared to 14,245 licences issued in 2023.

Business Licences 2020 – 2024



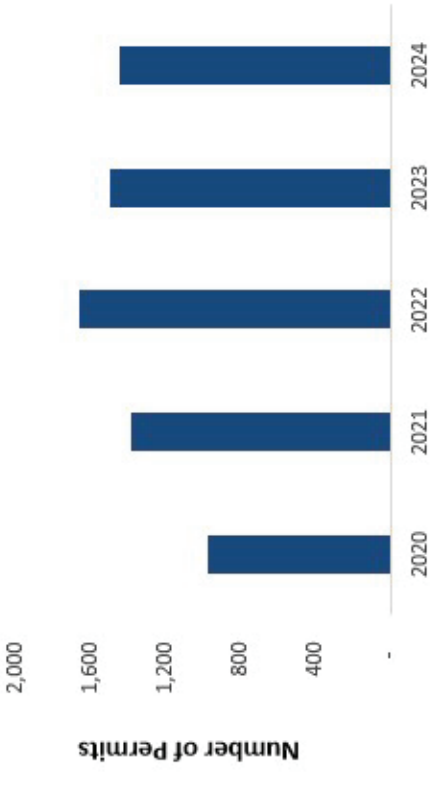
Housing Activity

Richmond house prices increased by 3.5%, with a 2024 detached median house price of \$2,060,000. The total number of sales decreased year-over-year by 8.1% to 2,949 from 3,208 in 2023.

In 2024, the total number of building permits issued was 1,451, which was a 3.6% decrease from 2023. The decrease is a result of decreases in all types of permits issued including single family dwellings, multi-family developments,

commercial and industrial. The actual permit fees collected for 2024 was \$14.6M.

Building Permits 2020-2024



The construction value of building permits issued in 2024 was \$1.3B, which increased by approximately 76.6% from 2023 of \$751.1M. Activities increased in 2024 in advance of the DCC rate adjustment in July, supported by the significant increase in DCC collections compared to the prior year.

The number of development applications received in 2024 decreased by 17.1% to 131 applications from 158 applications in 2023. Total fees collected in 2024 increased by 16.0%.



CNCL – 333

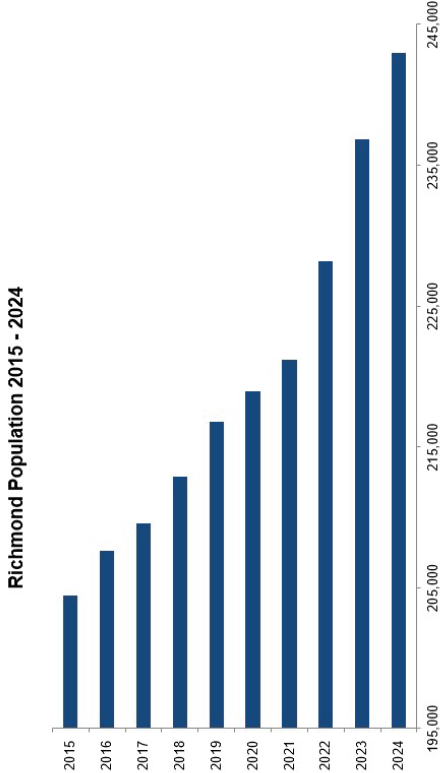
7649628

3022190

Population

Richmond’s current population is estimated at 242,966 which is a 2.6% increase from 2024. According to the latest Statistics Canada Census, Richmond is the fourth most populous municipality in the Greater Vancouver region.

Richmond Population 2015-2024



Graph has been updated with population figures from BC Stats, Demographic Analysis Section, updated March 2025.

City Services

The City of Richmond provides a wide array of services to residents, businesses, and visitors. The City is responsible for delivering the following services in Richmond:

- Performing land use and transportation planning, building approvals, property use and zoning.
- Providing and maintaining roads, dikes, water and sewerage systems, drainage and irrigation systems.
- Providing sanitation and recycling services.
- Providing safety and protection of citizens by maintaining policing, fire-rescue services, bylaw enforcement, emergency and environmental programs.
- Providing for the recreational and cultural needs of citizens by: funding library services; building and maintaining recreational and cultural facilities, including pools, arenas, community centres, art centres, theatre, and numerous heritage sites.
- Designing, constructing, and maintaining a recreational trail system and a system of parks with playing fields, playgrounds, and various amenities including tennis courts and basketball courts.
- Developing a sustainable community through: affordable housing, child care programs, wellness and outreach programs, tree protection, pesticide use restrictions, waste reduction programs, pollution prevention, district energy utility, energy management programs, purchasing policies, and high performance building programs.

- Providing business licences and economic development initiatives
- Adminstrating property taxes and utility bills.
- Working to safeguard the financial well-being of the City through the provision of effective and reliable financial services and information to Council, staff, and the public.
- Working to safeguard and enhance the livability and social, financial, and environmental sustainability of our community and surrounding environment.
- Representing the interests of our citizens on various regional bodies responsible for providing services such as transit, drinking water, waste disposal, and air quality monitoring and reporting.

These services are provided through the use of funds as approved by Council in the 2024 operating, capital, and utility budgets.

	2022	2023	2024
Population growth (per annum) ¹	3.09%	2.34%	2.60%
Capital construction costs (\$mil) ²	\$95.77	\$156.40	\$276.20
City Grants Program (\$mil)	\$0.88	\$0.91	\$0.93
Other grants (\$mil) ³	\$1.74	\$1.80	\$1.85
RCMP calls for services	55,711	66,403	68,033
Fire Rescue Responses	11,317	12,262	13,512

¹ Annual growth based on updated population figures from BC Stats, Demographic Analysis Section, March 2025.

² This reflects the amended capital budget excluding internal transfers, debt repayment and contributions.

³ Other grants include contributions towards Gateway Theatre, Richmond Center for Disability, Richmond Therapeutic Equestrian Society, various youth grants and Provision Transfer.

Conclusion

The City's financial management has positioned Richmond well to continue to carry out and meet Council's Strategic Plan and service commitments to provide a safe and desirable community to live, work, and play in, while providing value for taxpayers.

The FSD&A provides a detailed analysis of the Consolidated Financial Statements and explains the significant differences in the financial statements between the reported year and the previous year, as well as between budgeted and actual results.

The Consolidated Financial Statements and FSD&A provide details about past activity and the balances at December 31 of the fiscal year. This information, in conjunction with planning documents, provides a comprehensive depiction of the future financial viability of the City.

In 2003, Council adopted the Long Term Financial Management Strategy (LTFMS) to ensure prudent fiscal practices while maintaining the City's high service standards and balancing current and long-term financial needs. The effects of this policy can be seen in the current financial health of the organization.

The LTFMS policy forms the foundation for the City's financial planning, including the preparation of the Five Year Financial Plan Bylaws.

The 2024-2028 Five Year Financial Plan combines the Operating, Utility, and Capital Budgets. It provides details on the services provided, anticipated revenues and expenses, and planned capital projects.

Additional information about the current financial plan can be found at:

<https://www.richmond.ca/city-hall/finance/reporting/fiveyear.htm>





City of Richmond

Report to Committee

To: Parks, Recreation and Cultural Services
Committee

From: Todd Gross
Director, Parks Services

Re: **Railway Greenway Lighting – 2025 Update**

Date: April 7, 2025

File: 06-2400-20-RAIL1/Vol
01

Staff Recommendation

That Option 1, “Hybrid of Standard and Solar Pedestrian Lighting”, as outlined in the report titled “Railway Greenway Lighting – 2025 Update”, dated April 7, 2025, from the Director, Parks Services, be endorsed.

Todd Gross
Director, Parks Services
(604-247-4942)

Att. 2

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Finance Department	<input checked="" type="checkbox"/>	
Engineering	<input checked="" type="checkbox"/>	
Climate and Environment	<input checked="" type="checkbox"/>	
Transportation	<input checked="" type="checkbox"/>	
Public Works	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

At the October 22, 2024, Parks, Recreation and Cultural Services Committee meeting, Council received the report titled “Railway Greenway Lighting – Engagement Results and Next Steps”. At the November 12, 2024, Council meeting, the following referral was received:

That staff examine the feasibility and cost implications of different forms of lighting, where appropriate, in dark areas along the Railway Greenway, and report back.

The purpose of this report is to respond to the referral and present Railway Greenway (the Greenway) lighting options for consideration by Council.

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.

1.2 Advocate for the needs of Richmond in collaboration with partners and stakeholders.

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.

2.4 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 #3 A Safe and Prepared Community:

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

3.4 Ensure civic infrastructure, assets and resources are effectively maintained and continue to meet the needs of the community as it grows.

Background

In 2024, a public engagement process was conducted to determine resident preferences for lighting along the Railway Greenway (between Westminster Highway and Garry Street, totalling approximately 4.4 kilometres in length). The results indicated strong support for lighting, with 78.5 per cent of 529 respondents in favour. Respondents also expressed a clear preference for lighting strategies that seek to reduce adverse impacts on both adjacent residents and wildlife.

Based on the results and preferences expressed through the public engagement process, the development of a lighting implementation plan, which was estimated to cost \$1,255,000 (2024 dollars), was recommended.

Upon receipt of the referral from Council, seven dark areas (totalling approximately 1.7 kilometres in length) were identified – refer to the Railway Greenway Lighting Areas Map (Attachment 1) – where lighting should be prioritized. These areas, which were determined to be the darkest based on factors including distance from existing adjacent lighting and proximity of dense vegetation, would greatly benefit from additional illumination. Given the strong community preference for lighting, the potential to address resident concerns related to public health, safety, and welfare, and opportunity to improve accessibility for a highly used active transportation route, there is a strong case to be made for lighting implementation in priority areas along the Railway Greenway.

Analysis

The following section outlines three lighting types – standard pedestrian lights, solar pedestrian lights, and bollard lights – that have been assessed in order to determine the most cost-effective, suitable greenway lighting approach for the City.

Lighting Types

Standard Pedestrian Lights

Standard pedestrian lights are approximately 4.5-metre tall poles with LED fixtures – refer to Lighting Type Photos (Attachment 2) for reference. These lights have been installed throughout the City in similar park and public realm settings, and require connection to a BC Hydro power supply, complete with a service panel.

With proper preventative maintenance, standard pedestrian light fixtures are expected to last at least 20 years, and poles and electrical connections are expected to last at least 30 years. These light poles, fixtures, and bases are engineered to withstand adverse weather conditions and other factors.

Standard pedestrian lights have a higher upfront cost due to their power requirements, including a service connection, and trenching and wiring between poles. Their installation would also have the greatest site impacts due to construction. Once service panels are installed, they can be used for many years, reducing future cost implications and allowing for potential lighting expansion. Standard pedestrian lights are anticipated to cost approximately \$550 per linear metre. Of the three lighting types, standard pedestrian lights are expected to have a moderate operating cost.

Solar Pedestrian Lights

Solar pedestrian lights are approximately 4.5-metre tall poles with LED fixtures – refer to Lighting Type Photos (Attachment 2) for reference. They are similar to standard pedestrian lights with the exception of their power supply, which comes from a top-mounted solar array.

Unlike power grid-connected pedestrian lights, it is not the light fixture but the battery component that has the shortest anticipated lifespan. Battery lifespan is heavily dependent on environmental and maintenance factors; however, replacement should be anticipated once every 10 years. Battery banks have also been identified as attractive targets for theft. The solar panels are expected to last 20 years or more with little reduction in efficiency. Environmental factors such as dust, snow, and tree growth that may impede sunlight exposure would require management to ensure maximum effectiveness. The greatest concern to their lifespan is damage via vandalism, falling tree branches, etc. Solar pedestrian light fixtures would be identical to those used with city pedestrian lights and anticipated to last at least 20 years.

Solar pedestrian lights have a higher upfront cost per pole than traditional grid-connected pedestrian lights. However, they offer cost savings due to the fact that conduit, trenching, and a service panel is not required. Their installation would have the fewest site impacts due to construction. Solar pedestrian lights are anticipated to cost approximately \$400 per linear metre. Of the three lighting types, solar pedestrian lights are expected to have a moderate operating cost.

Bollard Lights

Bollard lights are approximately 0.9-metre tall vertical posts with integrated lighting – refer to Lighting Type Photos (Attachment 2) for reference. Similar to standard pedestrian lights, they require connection to a BC Hydro power supply, complete with a service panel.

Bollard lights, due to their small size, have components that are very accessible and thus susceptible to vandalism and damage. Bollard lights are regularly used for ambient or detailed lighting applications but are not typically used for functional lighting. Due to their limited height and lighting coverage, a much greater number of bollards is required to approach lighting levels provided by standard or solar pedestrian light poles.

Bollard lights have a very high associated cost that is compounded by the need for more units to achieve functional light levels. Similar to standard pedestrian lights, they require a service connection and trenching and wiring between units. Bollard lights are anticipated to cost greater than \$3,500 per linear metre. Of the three lighting types, bollard lights are expected to have a high operating cost.

Lighting Options

Staff have identified the following options for consideration by Council:

Option 1 – Hybrid of Standard and Solar Pedestrian Lighting (Recommended)

Option 1 is to implement hybrid lighting in the seven lighting areas identified in Attachment 1. This approach would employ a combination of standard pedestrian lights (in areas 1, 3, 5, and 6) and solar pedestrian lights (in areas 2, 4, and 7). This option has been determined to be most cost-effective while minimizing anticipated site impacts due to construction, including trenching for conduit and service connections. While a construction cost estimate would be developed

through the detailed design stage, it is anticipated that Option 1 would cost approximately \$1,050,000 (2025 dollars).

If Option 1 is endorsed, an existing Council-approved capital project, Parks Advance Planning and Design (2024), will be used to develop detailed design drawings. A capital submission including a construction cost estimate and an operating budget impact (OBI) will be submitted for Council consideration as part of the 2026 budget process. The detailed lighting plans would include assessment and mitigation of lighting impacts on both adjacent residents and wildlife within the greenway corridor. Mitigation measures are expected to include utilizing lights with appropriate colour temperature, luminaires with adequate house-side and up-light shielding, and lighting controls.

Option 1 is recommended, as it would address the strong community preference for lighting and resident concerns related to public health, safety, and welfare, while improving accessibility along the greenway. It offers the lowest capital and operating costs, fewest site impacts, and best overall value to the City. It also provides an opportunity for innovation by harnessing renewable energy and minimizing environmental impacts within a sensitive ecological corridor. Solar light bases would match those used for standard pedestrian lights and be outfitted with vandal proof hardware and capped conduit stubs to allow for adaptability in the future, in the event that they are deemed no longer viable.

Option 2 – Standard Pedestrian Lighting (Not recommended)

Option 2 is to implement standard pedestrian lights in the seven lighting areas identified in Attachment 1. While a construction cost estimate would be developed through the detailed design stage, it is anticipated that Option 2 would cost approximately \$1,170,000 (2025 dollars).

If Option 2 is endorsed, an existing Council-approved capital project, Parks Advance Planning and Design (2024), will be used to develop detailed design drawings. A capital submission including a construction cost estimate and an OBI will be submitted for Council consideration as part of the 2026 budget process. The detailed lighting plans would include assessment and mitigation of lighting impacts on both adjacent residents and wildlife within the greenway corridor. Mitigation measures are expected to include utilizing lights with appropriate colour temperature, luminaires with adequate house-side and up-light shielding, and lighting controls.

Option 2 is not recommended, as it is the most expensive option and would have the greatest site impacts due to construction, including trenching for conduit and service connections. It would also fail to capitalize on an opportunity for innovation that is offered by a hybrid lighting approach that includes solar pedestrian lights.

Option 3 – Status Quo, Continue to Monitor Conditions and Community Need (Not recommended)

Option 3 is to maintain the status quo and continue to monitor conditions along the Railway Greenway as they relate to public health, safety, and welfare.

If Option 3 is endorsed, lighting implementation would not be pursued at this time and the City would continue to prioritize landscape maintenance to meet Crime Prevention through Environmental Design (CPTED) standards and mitigate safety concerns (e.g., tree and shrub pruning and mowing to preserve clear sightlines). A 2026 capital submission for Railway Greenway lighting implementation would not be included in the 2026 budget process.

This option is not recommended, as it would fail to address the strong community preference for lighting and resident concerns related to public health, safety, and welfare. It would also fail to capitalize on an opportunity to improve accessibility along the greenway.

Additional Notes on Options

Based on the assessment of lighting types, bollard lights have not been included among the options for Railway Greenway lighting due to their high installation and operating costs, susceptibility to vandalism and damage, and limited lighting coverage.

Solar pedestrian lights have been included as part of the recommended hybrid lighting approach (Option 1) due to their ease of implementation, reduced site impacts, and environmental benefits. They have been recommended in lighting areas that will be least affected by existing and future vegetation.

As a relatively new technology, solar pedestrian lights will require a learning process and collaborative approach to operation and maintenance. Given these considerations, solar pedestrian lights present an opportunity for innovation, by establishing an environmentally sensitive approach to lighting within an important ecological corridor, that is best leveraged by implementing them in conjunction with standard pedestrian lights. Solar pedestrian lights have been widely used in similar applications with success, including along the Arbutus Greenway in the City of Vancouver.

Financial Impact

Option 1 is recommended. With endorsement, an existing Council-approved capital project, Parks Advance Planning and Design (2024), will be used to prepare detailed design drawings, a construction cost estimate, and an OBI. A capital submission including the construction cost estimate and OBI will be submitted for Council consideration as part of the 2026 budget process.

Conclusion

The feasibility and cost implications of various forms of lighting that could be implemented along the Railway Greenway, including standard pedestrian lights, solar pedestrian lights, and bollard lights, has been examined. Seven priority lighting areas have been identified, totalling approximately 1.7 kilometres in length; they were determined to be the darkest based on factors including distance from existing adjacent lighting and proximity of dense vegetation.

Option 1, implementing a hybrid of standard and solar pedestrian lighting, is recommended, as it would address the strong community preference for lighting and resident concerns related to public health, safety, and welfare, while improving accessibility along the Railway Greenway. It

April 7, 2025

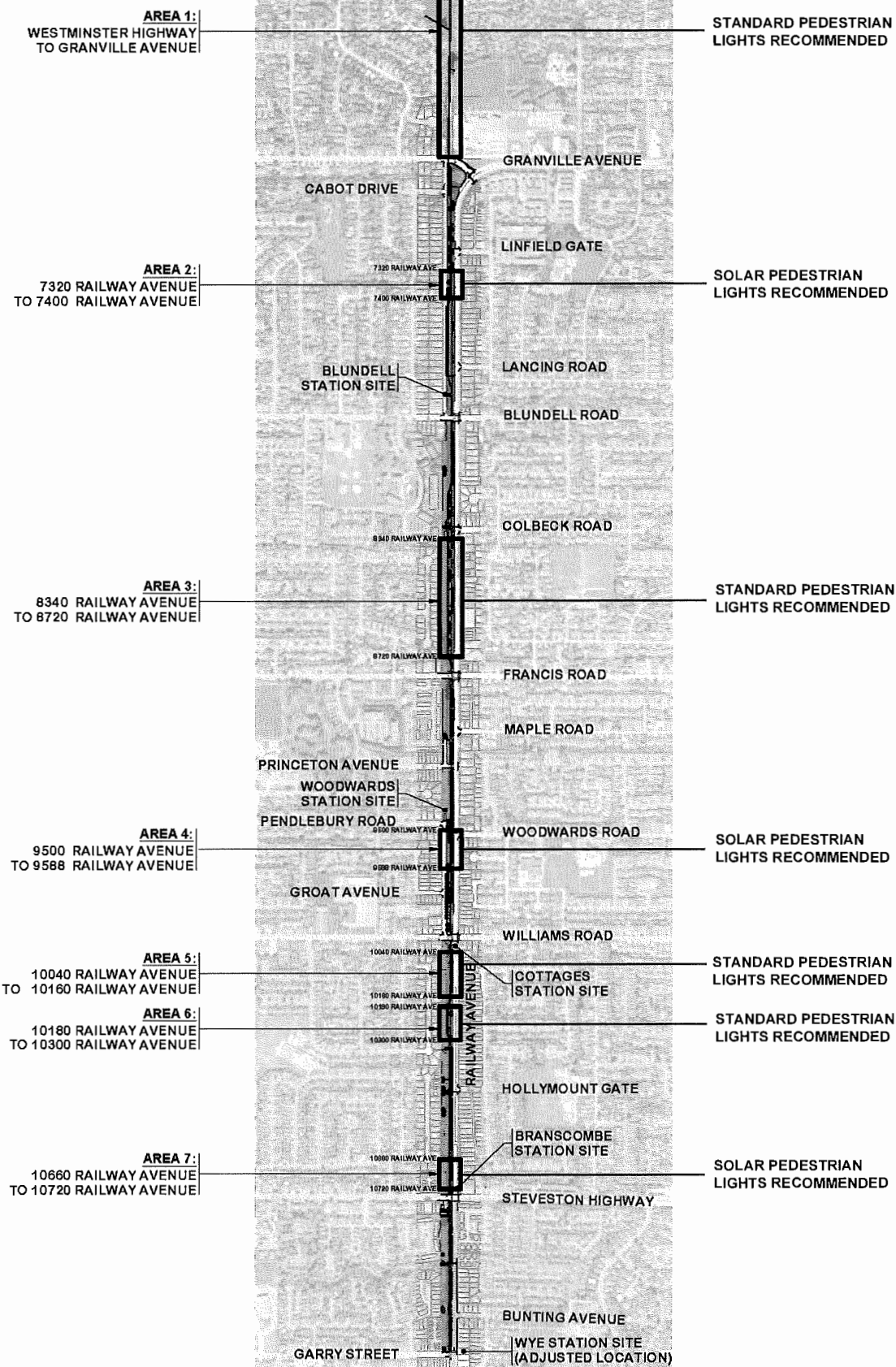
- 7 -

offers the best value to the City, and would minimize site impacts within a sensitive ecological corridor. With endorsement of this option, an existing Council-approved capital project, Parks Advance Planning and Design (2024), will be used to develop detailed design drawings and a construction cost estimate. A 2026 capital submission for Railway Greenway lighting would be brought forward for Council consideration as part of the 2026 budget process.

A handwritten signature in black ink, appearing to read "Kevin Fraser", followed by a long horizontal flourish.

Kevin Fraser
Research Planner 2
(604-233-3311)

Att. 1: Railway Greenway Lighting Areas Map
2: Lighting Type Photos



NOT TO SCALE



Standard Pedestrian Light



Solar Pedestrian Light



Bollard Light
CNCL – 344



Annual Property Tax Rates (2025) Bylaw No. 10653

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, 2025.

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 (2024) Bylaw No. 10547 is repealed.

PART SIX: BYLAW CITATION

6.1 This Bylaw is cited as “Annual Property Tax Rates (2025) Bylaw No. 10653”.

FIRST READING

SECOND READING

THIRD READING

LEGAL REQUIREMENTS SATISFIED


ADOPTED

APR 28 2025

APR 28 2025

APR 28 2025

APR 28 2025

CITY OF RICHMOND
APPROVED for content by originating dept.

APPROVED for legality by Solicitor
BRB

MAYOR

CORPORATE OFFICER

SCHEDULE A to BYLAW NO. 10653

PROPERTY CLASS	COLUMN A GENERAL PURPOSES	COLUMN B POLICING SERVICES	COLUMN C FIRE & RESCUE	TOTAL
1. Residential	1.01228	0.45802	0.29084	1.76114
2. Utilities	19.56441	8.85223	5.62100	34.03764
3. Supportive Housing	1.01228	0.45802	0.29084	1.76114
4. Major Industry	3.47862	1.57396	0.99943	6.05201
5. Light Industry	2.21939	1.00420	0.63765	3.86124
6. Business/ other	2.21939	1.00420	0.63765	3.86124
8. Recreation/ non profit	0.74483	0.33701	0.21399	1.29583
9. Farm	10.06564	4.55436	2.89197	17.51197

SCHEDULE B to BYLAW NO. 10653

PROPERTY CLASS	REGIONAL DISTRICT
1. Residential	0.05739
2. Utilities	0.20086
3. Supportive Housing	0.05739
4. Major Industry	0.19512
5. Light Industry	0.19512
6. Business/other	0.14060
8. Rec/non profit	0.05739
9. Farm	0.05739



**Richmond Zoning Bylaw 8500
Amendment Bylaw 10433 (17-791280)
8180 Heather Street**

The Council of the City of Richmond, in open meeting assembled, enacts as follows:

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **"SINGLE DETACHED (RS2/A)"**.

P.I.D. 001-708-538

Lot 557 Section 22 Block 4 North Range 6 West New Westminster District Plan 60575

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 10433"**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

MAR 27 2023

APR 17 2023 MAY 15 2023 JUN 19 2023

JUN 19 2023

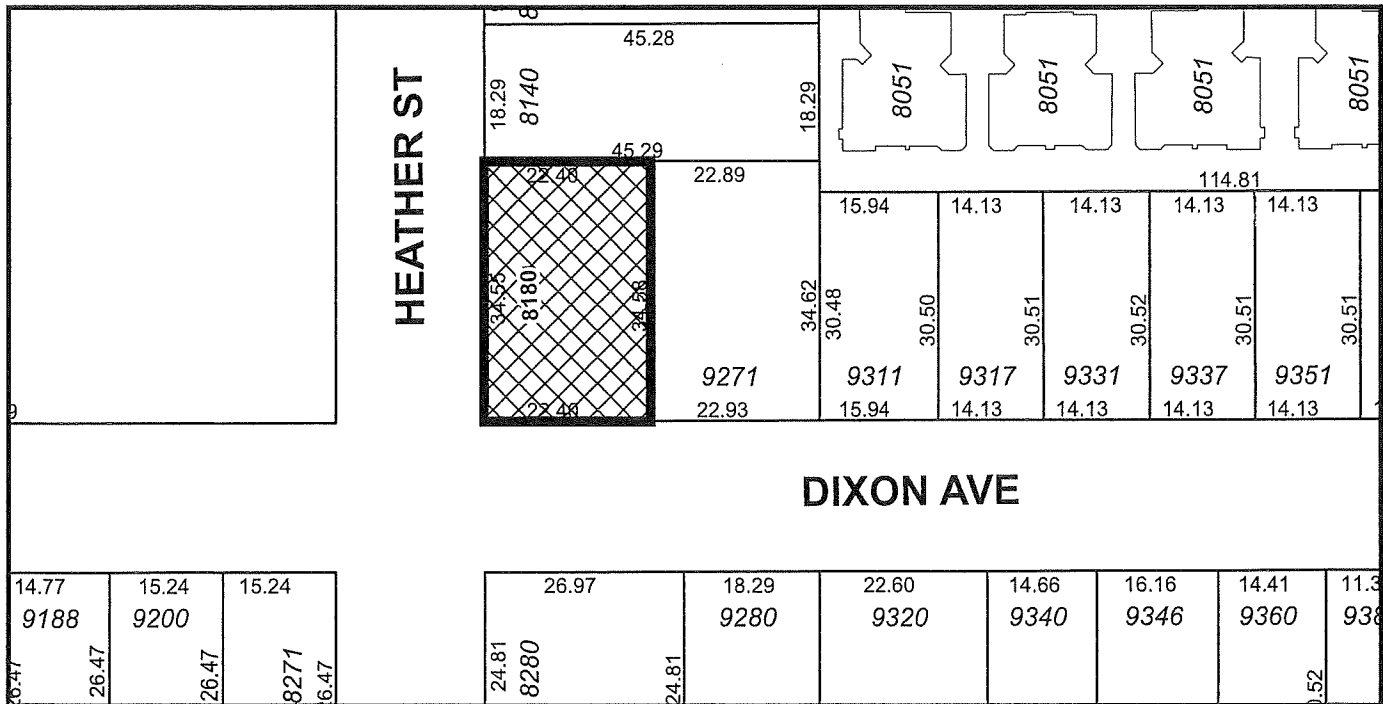
JUN 19 2023

MAY 01 2025



MAYOR

CORPORATE OFFICER



Original Date: 11/27/17

Revision Date:

Note: Dimensions are in METRES