



City Council

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

**Monday, July 12, 2021
7:00 p.m.**

Pg. # ITEM

MINUTES

1. *Motion to:*

- CNCL-12 (1) *adopt the minutes of the Regular Council meeting held on June 28, 2021; and*
- CNCL-26 (2) *receive for information the Metro Vancouver 'Board in Brief' dated June 25, 2021.*



AGENDA ADDITIONS & DELETIONS

PRESENTATION

Rebecca Clarke, Manager, Museum and Heritage Services, to present the Museum and Heritage Services Year in Review 2020 video.

COMMITTEE OF THE WHOLE

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



3. Delegations from the floor on Agenda items.

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

4. *Motion to rise and report.*



RATIFICATION OF COMMITTEE ACTION

CONSENT AGENDA

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

CONSENT AGENDA HIGHLIGHTS

- Receipt of Committee minutes
- 2020 Richmond Film Office Year in Review
- Municipal and Regional District Tax Imposition Bylaw No. 10269
- Council Strategic Plan 2018-2022: 2019/2020 Update
- Revenue Anticipation Borrowing (2021) Bylaw No. 10270
- Banking Resolution Update
- Application by Christian & Missionary Alliance – Canadian Pacific District for an Agricultural Land Reserve Non-Farm Use at 11371 No. 3 Road
- Assembly (ASY) Zoned Sites in the Agricultural Land Reserve
- Low End Market Rental Unit Placement

5. *Motion to adopt Items No. 6 through No. 14 by general consent.*



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Consent
Agenda
Item

6. COMMITTEE MINUTES

That the minutes of:

- CNCL-37 (1) the **Parks, Recreation and Cultural Services Committee** meeting held on June 29, 2021;
- CNCL-43 (2) the **General Purposes Committee** meeting held on July 5, 2021;
- CNCL-48 (3) the **Finance Committee** meeting held on July 5, 2021; and
- CNCL-52 (4) the **Planning Committee** meeting held on July 6, 2021;
- be received for information.*



Consent
Agenda
Item

7. 2020 RICHMOND FILM OFFICE YEAR IN REVIEW

(File Ref. No. 08-4150-09-01) (REDMS No. 6671925)

CNCL-59

See Page CNCL-59 for full report

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE
RECOMMENDATION

That the staff report titled, “2020 Richmond Film Office Year in Review,” dated May 30, 2021, from the Director, Arts, Culture and Heritage Services, be circulated to industry stakeholders for their information.



Consent
Agenda
Item

8. MUNICIPAL AND REGIONAL DISTRICT TAX IMPOSITION BYLAW NO. 10269

(File Ref. No. 08-4150-03-06) (REDMS No. 6685606)

CNCL-66

See Page CNCL-66 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

That the Municipal and Regional District Tax (MRDT) Imposition Bylaw No. 10269 be introduced and given first, second and third readings.



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9. **COUNCIL STRATEGIC PLAN 2018-2022: 2019/2020 UPDATE**
(File Ref. No. 01-0005-01) (REDMS No. 6595266)

CNCL-82

See Page CNCL-82 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That the report titled, “Council Strategic Plan 2018-2022: 2019/2020 Update” dated June 14, 2021, from the Director, Corporate Programs Management Group, be received for information; and*
- (2) *That the attached report titled, “Council Strategic Plan 2018-2022: Achievement Highlights for 2019/2020” (Attachment 2) be made available for download on the City of Richmond website.*



Consent
Agenda
Item

10. **REVENUE ANTICIPATION BORROWING (2021) BYLAW NO. 10270**
(File Ref. No. 03-0900-01) (REDMS No. 6689521)

CNCL-148

See Page CNCL-148 for full report

FINANCE COMMITTEE RECOMMENDATION

That Revenue Anticipation Borrowing (2021) Bylaw No. 10270 be introduced and given first, second and third readings.



Consent
Agenda
Item

11. **BANKING RESOLUTION UPDATE**
(File Ref. No. 03-0900-01) (REDMS No. 6684789)

CNCL-153

See Page CNCL-153 for full report

FINANCE COMMITTEE RECOMMENDATION

That effective July 12, 2021, the banking resolution (part 9 of resolution R09/11-4) adopted by Council on June 8, 2009, be replaced with the following:

- (1) *All cheques be signed on behalf of the City by the Mayor or, in his/her absence, the Acting Mayor as determined by Council resolution, and counter-signed by the General Manager, Finance and Corporate Services or, in his/her absence, the Acting General Manager, Finance and Corporate Services. The use of a mechanical or other device in affixing a facsimile of their signatures to such cheques is also an acceptable means of authorization.*

(2) *The following persons are authorized in all dealings (as described below) with the City's bank on behalf of the City:*

- *Chief Administrative Officer, or in his/her absence, the Deputy Chief Administrative Officer*
- *General Manager, Finance and Corporate Services, or in his/her absence, the Acting General Manager, Finance and Corporate Services*
- *Director, Finance, or in his/her absence, the Acting Director, Finance*
- *Manager, Revenue, or in his/her absence, the Acting Manager, Revenue*
- *Manager, Treasury and Financial Services, or in his/her absence, the Acting Manager, Treasury and Financial Services*

Two of the above persons, one of whom must be the Chief Administrative Officer (in his/her absence, the Deputy Chief Administrative Officer), or the General Manager, Finance and Corporate Services (in his/her absence, the Acting General Manager, Finance and Corporate Services), or the Director, Finance (in his/her absence, the Acting Director, Finance), are authorized to:

- (a) *Provide instructions, verifications and approvals to the City's bank (without limitation) to transfer funds, wire payments and authorize debits on behalf of the City;*
- (b) *Enter into and authorize Financial Services Agreement, other banking agreements, cash management service requests, and electronic banking arrangements with the City's bank on behalf of the City;*
- (c) *Obtain delivery of all or any stocks, bonds and other securities held in safekeeping or otherwise for the account of the City; and*
- (d) *Give instructions to the City's bank and its subsidiaries in assisting with the management of the City's investments.*

Any one of the above persons is authorized to:

- (e) *Negotiate with, deposit with, or transfer to the City's account, all or any cheques and other orders for the payment of money to the City, and to endorse such cheques and orders for the payment of money to the City, either in writing or by rubber stamp.*

- (3) *Authorization from both the Mayor (in his/her absence the Acting Mayor) and the General Manager, Finance and Corporate Services (in his/her absence the Acting General Manager, Finance and Corporate Services or the Director, Finance), along with a copy of the adopted bylaw, are required for the City to obtain long-term borrowing from the City's bank and to grant security to the City's bank on behalf of the City.*
- (4) *The City's bank is authorized to honour, pay and charge to the account of the City, all City's written instructions bearing a facsimile or facsimiles of the signature of the above-mentioned authorized persons on the understanding that each instruction will be binding on the City to the same extent as though they had been manually signed.*
- (5) *This resolution:*
 - (a) *Remains in force and effect until written notice to the contrary has been given in writing to, and acknowledged in writing by, the City's bank; and*
 - (b) *Be certified by the Corporate Officer and provided to the City's bank, together with specimens of facsimiles of the signatures having authority to sign cheques and/or written instructions on behalf of the City.*



Consent
Agenda
Item

12. **APPLICATION BY CHRISTIAN & MISSIONARY ALLIANCE – CANADIAN PACIFIC DISTRICT FOR AN AGRICULTURAL LAND RESERVE NON-FARM USE AT 11371 NO. 3 ROAD**
(File Ref. No. AG 19-853589) (REDMS No. 6482489)

CNCL-159

See Page CNCL-159 for full report

PLANNING COMMITTEE RECOMMENDATION

That the application by Christian & Missionary Alliance – Canadian Pacific District for an Agricultural Land Reserve non-farm use to allow the existing education and child care use at 11371 No. 3 Road be forwarded to the Agricultural Land Commission.



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13. **ASSEMBLY (ASY) ZONED SITES IN THE AGRICULTURAL LAND RESERVE**

(File Ref. No. 08-4050-10) (REDMS No. 6690742)

CNCL-178

See Page CNCL-178 for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10279, which revises the:

(a) *“Assembly (ASY)” zoning district to restrict the permitted and secondary uses for sites located in the Agricultural Land Reserve and grant a site-specific allowance for an education use; and*

(b) *purpose statement in the “Religious Assembly (ZIS7) – No. 5 Road” zoning district,*

be introduced and granted first reading.



Consent
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14. **LOW END MARKET RENTAL UNIT PLACEMENT**

(File Ref. No. 08-4057-05) (REDMS No. 6670870)

CNCL-189

See Page CNCL-189 for full report

PLANNING COMMITTEE RECOMMENDATION

That the City continues the practice of permitting clustering of Low End Market Rental (LEMR) units when a partnership with a non-profit housing provider is established, as described in the report titled “Low End Market Rental Unit Placement” dated May 31, 2021 from the Director, Community Social Development.



CONSIDERATION OF MATTERS REMOVED FROM THE
CONSENT AGENDA

NON-CONSENT AGENDA ITEMS

PARKS, RECREATION AND CULTURAL SERVICES
COMMITTEE

Councillor Harold Steves, Chair

15. **AMENDMENT TO REGULATING THE DISCHARGE OF
FIREARMS BYLAW NO. 4183**

(File Ref. No. 11-7000-01) (REDMS No. 6687756)

CNCL-202

See Page CNCL-202 for full report

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE
RECOMMENDATION

Opposed: Cllr. Wolfe

That Regulating the Discharge of Firearms Bylaw No. 4183, Amendment Bylaw No. 10278 to amend the terms of the bylaw as described in the staff report titled “Amendment to Regulating the Discharge of Firearms Bylaw No. 4183” dated June 2, 2021, from the Director, Recreation and Sport Services, be introduced and given first, second and third readings.



GENERAL PURPOSES COMMITTEE

Mayor Malcolm D. Brodie, Chair

16. **EMERGENCY RESPONSE EQUIPMENT AND FIRE BOAT
OPTIONS**

(File Ref. No. 99-Fire Rescue) (REDMS No. 6695897)

CNCL-223

See Page CNCL-223 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

Opposed to Part (1): Cllrs. Day and Wolfe

- (1) *That the land based option of a high-flow industrial pump, with the source of funds of \$800,000 of additional capital cost to come from the jet fuel agreement, be approved; and*
- (2) *That staff:*
 - (a) *continue to have additional discussions for a regional solution for fire protection on water; and*

- (b) *examine if the industrial pump can be placed on a barge.*



17. **REVISED PUBLIC ART POLICY – PUBLIC ART CONTRIBUTIONS**

(File Ref. No. 11-7000-09-00) (REDMS No. 6581457)

CNCL-228

See Page CNCL-228 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

Opposed to Part (1): Cllrs. Au, Day, Steves and Wolfe

Opposed to Part (2): Cllr. Wolfe

- (1) *That Option 1 for the allocation of Voluntary Developer Public Art Contributions, as described in Table 1 on page five of the staff report titled, “Revised Public Art Program Policy - Public Art Contributions,” from the Director, Arts, Culture and Heritage Services dated May 18, 2021, be endorsed.*
- (2) *That Option 1 for the City and private Public Art Contributions, as described in Table 3 on page nine of the staff report titled, “Revised Public Art Program Policy - Public Art Contributions,” from the Director, Arts, Culture and Heritage Services dated May 18, 2021, be endorsed.*



PLANNING COMMITTEE

Councillor Linda McPhail, Chair

18. **APPLICATION BY BRIAN DAGNEAULT FOR AN AGRICULTURAL LAND RESERVE TRANSPORTATION, UTILITY, AND RECREATIONAL TRAIL USE APPLICATION AT 6808 FINN ROAD**
(File Ref. No. AG 21-933868) (REDMS No. 6676798)

CNCL-238

See Page CNCL-238 for full report

PLANNING COMMITTEE RECOMMENDATION

Opposed: Cllr. Day

That authorization for Brian Dagneault to forward an Agricultural Land Reserve Transportation, Utility, and Recreational Trail Use Application to the Agricultural Land Commission, to improve a portion of Finn Road to municipal road standards for 20m west of the east side of the property line with no conditions, be approved.



PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAWS FOR ADOPTION

CNCL-260

Richmond Heritage Commission Bylaw No. 7906, Amendment **Bylaw No. 10280**

Opposed at 1st/2nd/3rd Readings – None.



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- CNCL-264** Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 10058**
(8671, 8691, 8711 and 8731 Spires Road, RZ 17-790301)
Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – None.

☐

DEVELOPMENT PERMIT PANEL

19. RECOMMENDATION

See DPP Plan Package (distributed separately) for full hardcopy plans

- CNCL-266** (1) *That the **Chair's report** for the Development Permit Panel meeting held on October 28, 2020, be received for information; and*
- (2) *That the recommendations of the Panel to authorize the issuance of a Development Permit (DP 19-875398) for the property at 8671, 8691, 8711 and 8731 Spires Road be endorsed, and the Permit so issued.*

☐

ADJOURNMENT

☐



Regular Council

Monday, June 28, 2021

Place: Council Chambers
Richmond City Hall

Present: Mayor Malcolm D. Brodie
Councillor Chak Au
Councillor Carol Day (by teleconference)
Councillor Andy Hobbs
Councillor Alexa Loo
Councillor Bill McNulty (by teleconference)
Councillor Linda McPhail (by teleconference)
Councillor Harold Steves (by teleconference)
Councillor Michael Wolfe (by teleconference)

Corporate Officer – Claudia Jesson

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

RES NO. ITEM

MINUTES

R21/12-1 1. It was moved and seconded

That:

- (1) *the minutes of the Regular Council meeting held on June 14, 2021, be adopted as circulated;*
- (2) *the minutes of the Special Council meeting held on June 21, 2021, be adopted as circulated; and*
- (3) *the minutes of the Regular Council meeting for Public Hearings held on June 21, 2021, be adopted as circulated.*

CARRIED



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PRESENTATION

Linda Barnes, Chair, Richmond Arts Coalition, presented two promotional videos for the Richmond Arts Coalition (RAC) and highlighted that RAC is proud to promote their new social media channels on YouTube, and their website, and welcomes those interested in arts and endeavors to support them financially.

Mayor Brodie noted that there were no members of the public present in the Council Chambers or pre-registered to participate by phone and therefore motions to resolve into Committee of the Whole to hear delegations from the floor on Agenda items and to rise and report (Items No. 2, 3, and 4) were not necessary.

CONSENT AGENDA

- R21/12-2 5. It was moved and seconded
That Items No. 6 through No. 18 be adopted by general consent.

CARRIED

6. **COMMITTEE MINUTES**

That the minutes of:

- (1) the Community Safety Committee meeting held on June 15, 2021;*
 - (2) the General Purposes Committee meeting held on June 21, 2021;*
 - (3) the Public Works and Transportation Committee meeting held on June 22, 2021;*
 - (4) the Special Planning Committee meeting held on June 23, 2021;*
- be received for information.*

ADOPTED ON CONSENT



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7. 2020 CLIMATE ACTION REVENUE INCENTIVE PROGRAM AND 2021 PROGRAM CANCELLATION UPDATE

(File Ref. No. 10-6125-07-02; 03-1087-31-01) (REDMS No. 6678982; 6684000; 6652634; 6684066)

(1) That, as outlined in the staff report titled, “2020 Climate Action Revenue Incentive Program and 2021 Program Cancellation Update” dated May 21, 2021, from the Director, Sustainability and District Energy:

- (a) The “City of Richmond Corporate GHG Emissions and Carbon Credits for 2020” (Attachment 1), the “Carbon Emission Provincial Reporting Worksheet for 2020” (Attachment 2), and “Climate Action Revenue Incentive (CARIP) Public Report for 2020” (Attachment 3) be posted on the City’s website for public information;*
- (b) Letters be sent to the Minister of Environment and Climate Change Strategy, the Minister of Municipal Affairs, and all Richmond Members of the Legislative Assembly (MLAs), expressing the City of Richmond’s concerns with the cancellation of the Climate Action Revenue Incentive Program, as discussed in this report;*
- (c) The resolution in Attachment 5 be endorsed and sent to the Union of British Columbia Municipalities (UBCM) for their consideration at the UBCM 2021 Convention.*

ADOPTED ON CONSENT

8. 2021 UBCM COMMUNITY EXCELLENCE AWARDS

(File Ref. No. 01-0083-20-011; 01-0060-20-UBCM1-01) (REDMS No. 6666815)

That the City’s entries for the Union of BC Municipalities (UBCM) Community Excellence Awards be endorsed, including:

- (1) Excellence in Governance: City of Richmond Affordable Housing Strategy 2017-2027;*



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- (2) *Excellence in Service Delivery: Works Yard – Recycling Depot Upgrades;*
- (3) *Excellence in Asset Management: Water Demand Management Program; and*
- (4) *Excellence in Sustainability: High Reclaimed Asphalt Paving (RAP) Pilot Program.*

ADOPTED ON CONSENT

9. SUPPORT FOR 988 CRISIS LINE

(File Ref. No. 07-3000-01)(REDMS No. 6703895; 6703241)

- (1) *That Council endorse the 988 crisis line initiative, in principle; and*
- (2) *That a letter be sent indicating such support to the local MPs, MLAs, Federal and Provincial Ministers of Health and the CRTC.*

ADOPTED ON CONSENT

10. PROPOSED E-SCOOTER PILOT PROJECT

(File Ref. No. 02-0745-01; 12-8060-20-010272/10274/10275/10276; 03-1000-20-7204P) (REDMS No. 6161753; 6672598; 6677285; 6679173; 6679389)

- (1) *That the E-Scooter Pilot Project (the Project) as described in the staff report titled “Proposed E-Scooter Pilot Project” dated May 18, 2021 from the Director, Transportation, be endorsed;*
- (2) *That should the Province of BC approve the Project and designate Richmond as a pilot community within the Electric Kick Scooter Pilot Project Regulations, staff implement the Project;*
- (3) *That the following Amendment Bylaws to allow the use and enforcement of e-scooters in Richmond during the Project be introduced and given first, second and third reading:*
 - (a) *Traffic Bylaw No. 5870, Amendment Bylaw No. 10272;*



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- (b) *Public Parks and School Grounds Regulation Bylaw No. 8771, Amendment Bylaw No. 10274;*
- (c) *Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 10275; and*
- (d) *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 10276.*

ADOPTED ON CONSENT

**11. ANNUAL REPORT 2020: RECYCLING AND SOLID WASTE
MANAGEMENT – SAFE AND SEAMLESS SERVICE DELIVERY**

(File Ref. No. 10-6370-01) (REDMS No. 6653817)

That the annual report titled, “Annual Report 2020: Recycling and Solid Waste Management – Safe and Seamless Service Delivery” dated June 7, 2021, from the Interim Director, Public Works Operations, be endorsed and 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

**12. ELECTRIC VEHICLE ADOPTION - YOUTH OUTREACH
INITIATIVE**

(File Ref. No. 02-0780-01; 10-6460-03; 07-3425-02) (REDMS No. 6652879)

- (1) *That the report titled 'Electric Vehicle Adoption - Youth Outreach Initiative', from the Interim Director, Public Works Operations, dated June 7, 2021, be received for information; and*
- (2) *That staff report back on the program in 12 months.*

ADOPTED ON CONSENT



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13. HELP CITIES LEAD INITIATIVE

(File Ref. No. 10-6125-07-02) (REDMS No. 6664795)

That, as described in the report titled 'Help Cities Lead Initiative' from the Director, Sustainability & District Energy, letters be sent to Metro Vancouver; the Ministry of Environment and Climate Change Strategy; the Ministry of Municipal Affairs; the Attorney General's Office; the Ministry Responsible for Housing; the Ministry of Energy, Mines and Low-Carbon Innovation; and the Ministry of Finance, asking them to expand regulatory and program tools that local governments can adopt to facilitate greenhouse gas emission reductions.

ADOPTED ON CONSENT

**14. HABITAT ENHANCEMENT OPPORTUNITIES FOR DIKE
IMPROVEMENT PROJECTS**

(File Ref. No. 01-0140-20-FOCE1; 10-6160-08; 10-6045-09-03; 10-6150-11-01) (REDMS No. 6397282; 6676410)

(1) That, as described in the staff report titled 'Habitat Enhancement Opportunities for Dike Improvement Projects', dated May 19, 2021, from the Director, Sustainability and District Energy and Director, Engineering:

- (a) An agreement with the Department of Fisheries and Oceans Canada to establish a Fish Habitat Bank be endorsed;*
- (b) A public communication plan and stakeholder consultation program be developed; and*
- (c) The impacts to service levels and the capacity of existing resources to absorb these activities be monitored and should there be a need for additional staffing resources, staff submit the request for consideration in the annual budget process.*

ADOPTED ON CONSENT



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15. DIKE MASTER PLAN PHASE 4 – PUBLIC AND STAKEHOLDER ENGAGEMENT

(File Ref. No. 10-6045-09-01) (REDMS No. 6429884)

That, as outlined in the staff report titled “Dike Master Plan Phase 4 – Public and Stakeholder Engagement”, dated May 20, 2021, from the Director, Engineering, the public and stakeholder engagement program be endorsed.

ADOPTED ON CONSENT

16. APPLICATION BY KENNETH KIM ARCHITECTURE INC. FOR REZONING AT 6500 COONEY ROAD FROM THE “LOW DENSITY TOWNHOUSES (RTL1)” ZONE TO THE “PARKING STRUCTURE TOWN HOUSING (ZT93) - BRIGHOUSE (CITY CENTRE)” ZONE

(File Ref. No. RZ 08-429600; 12-8060-20-010265/008618) (REDMS No. 6657013 v. 2; 3142381; 2912533; 6661605; 6661750)

- (1) That Richmond Zoning Bylaw 8500, Amendment Bylaw 10265 to create the “Parking Structure Town Housing (ZT93) - Brighthouse (City Centre)” zone, and to rezone 6500 Cooney Road from the “Low Density Townhouses (RTL1)” zone to the “Parking Structure Town Housing (ZT93) - Brighthouse (City Centre)” zone, be introduced and given first reading; and*
- (2) That Richmond Zoning Bylaw 8500, Amendment Bylaw 8618, for the rezoning of 6500 Cooney Road from the “Low Density Townhouses (RTL1)” zone to the “Parking Structure Townhouses (RTP4)” zone, be abandoned.*

ADOPTED ON CONSENT



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17. **APPLICATION BY ZHAO XD ARCHITECT LTD. FOR REZONING AT 9200, 9220, 9240, 9260, 9280, 9300, 9320 & 9340 FRANCIS ROAD FROM “SINGLE DETACHED (RS1/E)” TO “TOWN HOUSING (ZT94) – FRANCIS ROAD (BROADMOOR)”**

(File Ref. No. 12-8060-20-010254, RZ 20-907463) (REDMS No. 6673518 v. 4A; 6676707)

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10254, to create the “Town Housing (ZT94) – Francis Road (Broadmoor)” zone, and to rezone 9200, 9220, 9240, 9260, 9280, 9300, 9320, and 9340 Francis Road from “Single Detached (RS1/E)” to “Town Housing (ZT94) – Francis Road (Broadmoor),” be introduced and given first reading.

ADOPTED ON CONSENT

18. **SUPPLEMENTARY INFORMATION - STEVESTON VILLAGE ADVISORY DESIGN COMMITTEE AND STEVESTON AREA PLAN REVIEW**

(File Ref. No. 08-4200-01; 01-0100-30-SVAD1-01; 08-4200-08; 08-4200-09; 08-4045-20-04; 01-0100-30-HCOM1-01) (REDMS No. 6696866; 6696804; 6695451; 6684289; 6696866)

- (1) *That Richmond Heritage Commission Bylaw No. 7906, Amendment Bylaw 10280, to revise the terms of reference for and composition of the Richmond Heritage Commission to clarify and strengthen the review of relevant development applications city-wide and in the Steveston Village, be introduced and given first, second and third reading;*
- (2) *That the enhanced development review process described in the report titled “Steveston Village Advisory Design Committee and Steveston Area Plan Review” dated May 25, 2021, from the Director of Policy Planning (considered at the June 8, 2021 Planning Committee meeting), be endorsed;*
- (3) *That the revised implementation strategy, as further described in the report titled “Supplementary Information – Steveston Village Advisory Design Committee and Steveston Area Plan Review” dated June 14, 2021, from the Director of Policy Planning, be endorsed, and that all new and in-stream applications be referred to the Richmond Heritage Commission once the proposed design members are appointed by Council; and*



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- (4) *That staff be directed to report back to Council in two years regarding the effectiveness of the enhanced development application review process and the revised Richmond Heritage Commission.*

ADOPTED ON CONSENT

NON-CONSENT AGENDA ITEMS

19. INSTREAM REZONING APPLICATIONS

(File Ref. No. 08-4105-01)

R21/12-3

It was moved and seconded

That instream rezoning applications are grandfathered under the current market rental housing policy and low-end market rental housing regulations and are processed concurrently during the consideration of the new proposed market rental housing policy and low-end market rental housing regulations.

The question on the motion was not called as discussion took place on concerns regarding grandfathering applications and the potential to create more affordable housing options.

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

FINANCE AND CORPORATE SERVICES DIVISION

20. 2020 ANNUAL REPORT AND 2020 ANNUAL REPORT HIGHLIGHTS

(File Ref. No. 01-0375-01) (REDMS No. 6676315; 6703844)

R21/12-4

It was moved and seconded

That the reports titled, "2020 Annual Report and 2020 Annual Report – Highlights" be approved.

CARRIED



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21A. 2020 COUNCIL REMUNERATION AND EXPENSES

(File Ref. No. 03-1200-03) (REDMS No. 6685582)

R21/12-5

It was moved and seconded

That the report titled 2020 Council Remuneration and Expenses be received for information.

CARRIED

21. 2020 STATEMENT OF FINANCIAL INFORMATION

(File Ref. No. 03-1200-03) (REDMS No. 6684596)

R21/12-6

It was moved and seconded

That the 2020 Statement of Financial Information be approved

CARRIED

LAW AND LEGISLATIVE SERVICES DIVISION

22. 2021 GENERAL LOCAL BY-ELECTION RESULTS

(File Ref. No. 12-8125-85-01) (REDMS No. 6682054; 6678501 v.2; 6684584)

R21/12-7

It was moved and seconded

That the Declaration of Official Results for the 2021 General Local By-Election, attached to the staff report dated June 11, 2021 from the Chief Election Officer, be received for information by Richmond City Council in accordance with the requirement of Section 158 of the Local Government Act.

CARRIED



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PUBLIC DELEGATIONS ON NON-AGENDA ITEMS

- R21/12-8 23. It was moved and seconded
That Council resolve into Committee of the Whole to hear delegations on non-agenda items (8:17 p.m.).

CARRIED

Harmon Bal, 12420 Barnes Drive, expressed concerns with speed of cars in the neighbourhood and noted that (i) residents in the area are requesting traffic calming measures in the neighbourhood, (ii) two signs stating the speed limit at 30km/h would be appreciated, (iii) many children live in the cul de sac and speeding cars are dangerous when they are outside playing, (iv) neighbours that are against traffic calming measures do not have children, and (v) many municipalities are moving towards 30km/h on all residential roads.

In reply to a query from Council, staff noted that based on public feedback, public meetings were held and a survey was distributed based on their comments.

In response to queries from Council, Mr. Bal advised that the surveys are going to property owners that do not live in the neighbourhood and not to the tenants in the homes; therefore, the survey results will not be accurate.

Council noted that they will await the results of the survey.

- R21/12-9 24. It was moved and seconded
That Committee rise and report (8:29 p.m.).

CARRIED



**Regular Council
Monday, June 28, 2021**

PUBLIC ANNOUNCEMENTS

Mayor Brodie announced the following:

On June 18, 2021, the City entered into a license to occupy agreement with the Provincial Rental Housing Corporation (“PRHC”), a holding company of the Province of British Columbia that is operated by the British Columbia Housing Management Commission. The agreement permits PRHC to use up to 0.605 acres of land at Blundell Neighbourhood Park located at 6340 Blundell Road to operate a community gardens program for residents of Rosewood Towers and Rosewood Village to grow food, flowers, and other plants on individual or group garden plots for personal use. The agreement is for five years, with a renewal option for an additional five-year term.

- (1) The Chief Administrative Officer and General Manager, Planning and Development were authorized to negotiate and execute an agreement with TransLink pursuant to which the City transferred an amount of \$3.0 million to TransLink, and TransLink agreed to construct the Council endorsed, and TransLink approved, Canada Line Capstan Station revised design;
- (2) \$3.0 million from previously Council-approved strategic land projects were utilized to accommodate the payment to TransLink to support the Canada Line Capstan Station revised design until the Revised Consolidated 5 Year Financial Plan (2020-2024) is amended; and
- (3) The Revised Consolidated 5 Year Financial Plan (2020-2024) was amended to include the payment for the Canada Line Capstan Station revised design from the Capstan Station Capital Reserve Fund.

Trustee Ken Hamaguchi has been appointed as the Richmond Board of Education liaison to the Richmond Child Care Development Advisory Committee for a one-year term to expire on December 31, 2021, with Trustee Debbie Tablotney as the alternate.



Regular Council
Monday, June 28, 2021

BYLAWS FOR ADOPTION

R21/12-10

It was moved and seconded

That the following bylaws be adopted:

Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 10206

Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 10211

CARRIED

DEVELOPMENT PERMIT PANEL

R21/12-11 25. It was moved and seconded

(1) *That the minutes of the Development Permit Panel meeting held on May 27, 2021, and June 16, 2021, and the Chair's report for the Development Permit Panel meetings held on January 27, 2021, be received for information; and*

(2) *That the recommendation of the Panel to authorize the issuance of a Development Variance Permit (DV 20-907740) for the property at 6460 No. 5 Road be endorsed, and the Permits so issued; and*

(3) *That the recommendation of the Panel regarding the proposed Capstan Canada Line Station, as noted below, be endorsed:*

That the applicant continue to coordinate and work with staff for further design development with regard to the four areas identified in the staff memorandum from the Director, Development (dated January 18, 2021), which include the activation of the north side of the proposed Capstan Canada Line Station, service use mitigation, public realm coordination, and bird strike mitigation.

CARRIED



Regular Council
Monday, June 28, 2021

ADJOURNMENT

R21/12-12

It was moved and seconded
That the meeting adjourn (8:37 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, June 28, 2021.

Mayor (Malcolm D. Brodie)

Corporate Officer (Claudia Jesson)

For Metro Vancouver meetings on Friday, June 25, 2021

Please note these are not the official minutes. Board in Brief is an informal summary. Material relating to any of the following items is available on request from Metro Vancouver. For more information, please contact:

Greg.Valou@metrovancover.org.

Metro Vancouver Regional District**E1.1 Technical Paper – Preparing Metro Vancouver for the Digital Economy****RECEIVED**

Following direction from the Board, Metro Vancouver's Regional Economic Prosperity Service staff have prepared a technical paper on preparing Metro Vancouver for the digital economy. The paper posits that the rapidly digitizing economy requires the region to rethink its economic development approach in favour of one that is more adaptive, responsive and reflective of where the economy is headed, while also advancing the region's co-equal equity goals to afford more economically distressed communities and residents with greater access to the myriad benefits that can and should accrue to all. An overarching objective is to provide all of the region's residents with career pathways into occupations within high-growth industries that offer family-supporting wages, upward mobility, and low-risk of dislocation due to automation.

In a global marketplace where investors have many choices, the region must position itself in the best possible way to attract investment into the region that play to Metro Vancouver's industrial strengths and specializations to ensure the investment stays in the region, where it can be further nurtured, and reinvested into research, talent acquisition, local supplier purchases, and new product and service development; and that maximizes the direct and downstream economic contributions in terms of output generation, job creation, increased wages, and positive fiscal impacts. Adopting this approach will drive the region's economic recovery and further its resiliency in a way that advances equitable opportunity and shared prosperity for all of Metro Vancouver's residents.

While not all of the economic development strategies in the paper are within the purview of the Regional Economic Prosperity Service, the paper contextualizes the work of the service and the systemic changes required to meet the challenges of the changing economy.

The Board received the report for information.

E1.2 REPS Industry Cluster Selection Criteria**RECEIVED**

This report sets out the evaluation criteria for the industry clusters on which Metro Vancouver's Regional Economic Prosperity Service REPS will focus: growing, export-oriented industries in which the Metro Vancouver region has established or emerging competitive advantages, that create desirable jobs, and which do not conflict with other Metro Vancouver priorities.

Based on these criteria, building on work prepared for REPS by Deloitte, and informed by exemplary work by established economic development organizations, REPS will initially focus on the following clusters:

- Trade and Transportation
- Life Sciences
- Digital Media and Entertainment
- Apparel
- Green Economy
- Agritech
- High-tech Manufacturing, Telecoms and Software

The Board received the report for information.

E1.3 Clean Transportation Sector Profile

RECEIVED

The clean transportation sector presents an immense opportunity for the Metro Vancouver region as the world seeks solutions to the climate emergency. Driven by the specialization in hydrogen and fuel cell technology, this sector includes low- and zero-emission vehicles and components, renewable and low carbon fuels and charging infrastructure, and transferable systems and technologies. Supported by a strong innovation ecosystem and benefiting from the larger green economy industry cluster, the clean transportation sector would benefit from regional efforts to strengthen local competitive advantages, to fill any gaps along the clean transportation industry value chain, and to attract additional investment. The next step of this initiative is to undertake a gap analysis of the sector to understand how to strengthen the industry to be more globally competitive.

The Board received the report for information.

E2.1 Howe Sound Fire Protection Services Feasibility Study

RECEIVED

The *Howe Sound Fire Protection Feasibility Study* examines fire service delivery options for the Electoral Area A Howe Sound mainland communities of Montizambert Wynd, Strachan Point and Ocean Point. The study recognizes that any fire service would be delivered through service agreements with the adjacent jurisdiction of the Village of Lions Bay, with backup support from the District of West Vancouver. The study found that previously identified needs for access and water system improvements to support firefighting in Montizambert Wynd and Strachan Point remain, while the community of Ocean Point has no immediate infrastructure deficiencies preventing consideration of fire protection services. The study recommends consideration of separate fire service areas for each community in phases, subject to support from residents and negotiation of service agreements with the Village of Lions Bay.

The Board received the report for information.

E2.2 Barnston Island Flood Construction Level Study – Engagement Update**RECEIVED**

The *Barnston Island Flood Construction Level Study* was commissioned to determine the appropriate flood construction level for new construction on Barnston Island, and was completed in early 2021. The Board provided direction in February 2021 in support of engaging with residents, including the Katzie First Nation, and relevant government agencies regarding the consultant's report.

Staff met with representatives of the Agricultural Land Commission, Ministry of Transportation and Infrastructure (MoTI), Ministry of Forests, Lands, Natural Resource Operations and Rural Development, and the Lands Manager for the Katzie First Nation.

Issues discussed included potential impacts of fill on farm land, future referrals of applications to MoTI, and existing drainage challenges on Katzie First Nation IR 3. A virtual community meeting for Barnston Island residents was hosted on May 20. Residents expressed understanding of the long-term goal of a higher flood construction level and the need to include exemptions for certain buildings. Staff will review and consider feedback, and will prepare applicable zoning and building bylaw amendments for consideration by the Electoral Area Committee and Board. The Board received the report for information.

E2.3 Community Works Fund – Barnston Island**APPROVED**

The Community Works Fund is delivered to all local governments in British Columbia through a direct annual allocation to support local priorities, and the Board directed that it be distributed to Electoral Area A communities based on population. Barnston Island represents 1.1% of the total population of Electoral Area A, which equates to \$12,100 of the Electoral Area A Community Works Fund. The recently completed Barnston Island Flood Construction Level Study highlighted deficiencies with the pump house and flood box gates. Staff discussed potential improvements with the volunteer Barnston Island Diking Commission, who would coordinate the works and who identified electrical upgrades to the pump house and potential repairs to the flood box gate as priorities. These improvements are eligible costs under the Community Works Fund disaster mitigation category guidelines.

The Board approved funding from the Electoral Area A Community Works Fund up to \$12,100 for Barnston Island pump house and flood box gate improvements, as described in the report.

E3.1 Draft Metro 2050: Referral for Comment**APPROVED**

A draft of *Metro 2050*, the update to the current regional growth strategy, has been presented to the Regional Planning Committee and MVRD Board for consideration and referral for comment. *Metro 2050* contains: updates to the regional vision; growth projections to the year 2050; updated descriptions of the main regional policy tools (such as the Urban Containment Boundary); updates to the five goals and implementation section with supporting strategies and policy actions; updates to the performance monitoring indicators; a new glossary of terms; and updated maps.

The new and amended policy actions have been reviewed by the *Metro 2050* Intergovernmental Advisory Committee and Regional Planning Committee, each providing feedback.

This feedback was considered and, in addition to feedback from other stakeholders, helped to improve the policies contained in this draft version of *Metro 2050*. The Board's referral will initiate a five-month comment period between July and the end of November. During this time, Metro Vancouver will provide opportunities for engagement and comment, including formal presentations to affected local government councils or boards and public information meetings.

The Board referred the draft of *Metro 2050* for comment to the following:

- signatories to the regional growth strategy including: mayors and councils of Metro Vancouver member jurisdictions; the TransLink Board; the Squamish-Lillooet Regional District Board; the Fraser Valley Regional District Board; and
- other members of the *Metro 2050* Intergovernmental Advisory Committee including: in region First Nations; the Province of B.C.; the Agricultural Land Commission; Vancouver Coastal Health; Fraser Health; BC Housing; BC Hydro; University Endowment Lands; Bowen Island; City of Abbotsford; City of Chilliwack; District of Mission; Integrated Partnership for Regional Emergency Management; Simon Fraser University; Kwantlen Polytechnic University; University of British Columbia; Vancouver Fraser Port Authority; Transport Canada; Canada Mortgage and Housing Corporation; and Vancouver International Airport Authority.

E3.2 2021 Agriculture Awareness Grant Recommendations

APPROVED

Metro Vancouver has awarded grants for agriculture awareness since 2008, as recommended by the Agriculture Advisory Committee. The funding is particularly valuable now for community organizations doing public outreach on the value of producing or buying food close to home.

Metro Vancouver is providing a total of \$50,000 in Agriculture Awareness Grants to 11 non-profit organizations in 2021:

- BC Agriculture in the Classroom Foundation, for the "Take a Bite of B.C." project – \$6,000
- BC Chicken Growers' Association, for the "Poultry in Motion Educational Mini Barn" project – \$6,000
- Delta Farmland and Wildlife Trust, for the "Agriculture and Conservation in the Fraser River Estuary Videos" – \$6,000
- FarmFolk CityFolk, for "B.C. Seed Gathering" – \$6,000
- Growing Chefs Society, for "Metro Vancouver Edible Education" – \$3,500
- Grow Local Society, for the "Power of Produce Club" – \$3,600
- Langley Environmental Partners Society, for the "Langley Eats Local" project – \$4,400
- Maple Ridge Pitt Meadows Agricultural Association, for the "Maple Ridge Pitt Meadows Country Fest" – \$1,500
- Open Science Network Society, for the "Digital Agriculture in Metro Vancouver" – \$3,000
- Pacific Immigrant Resources Society, for the "Needs Assessment & Educational Campaign on Food Literacy and Metro" – \$6,000
- The Sharing Farm, for the "Interpretive Signage at the Sharing Farm" – \$4,000

E3.3 Evaluation of Regional Ecosystem Connectivity Study**RECEIVED**

Habitat connectivity is a critical issue for conservation and is particularly important in urban areas where remaining greenspace is often fragmented. The recently completed *Evaluation of Regional Ecosystem Connectivity Study* evaluates the connectivity of greenspaces in the region by studying the habitat requirements of eight representative species: red-backed vole, red-back salamander, long-toed salamander, muskrat, great blue heron subspecies fannini, brown creeper, rufous hummingbird and pileated woodpecker. The study found that:

- there are more important habitat areas for connectivity for the four bird species compared to the other four mammals and amphibian species
- the largely protected areas of the North Shore mountains provide high levels of connectivity
- forest patches in between farmland are the highest ranked stepping stone patches
- there is a current lack of high-value habitat along the shorelines of many of the reaches of the Fraser River
- connectivity across agricultural areas is relatively uniform

The study is intended to be used as a high-level planning tool to help guide development and land acquisition by member jurisdictions throughout the region. The Board received the report for information.

E3.4 Metro Vancouver Tree Regulations Toolkit**RECEIVED**

This report highlights the *Metro Vancouver Tree Regulations Toolkit*, which provides guidance on regulatory tools for member jurisdictions to help preserve trees and increase tree canopy cover. Metro Vancouver commissioned Diamond Head Consulting Ltd. to develop the toolkit in response to projected tree canopy cover decline within the Urban Containment Boundary over the next 20 to 30 years, and a lack of regionally-specific guidance related to tree regulations available to member jurisdictions. The toolkit identifies the available approaches to regulate trees in British Columbia, highlights considerations for selecting appropriate tools based on the local community context, and assesses the tools that regulate both land use (e.g. zoning bylaws and subdivision and servicing bylaws) and trees (e.g. environmental development permit areas, covenants and tree bylaws). As a next step, Metro Vancouver will promote and share the toolkit to inform planning efforts at the local level.

The Board received the report for information.

E4.1 Cancellation of Provincial Climate Action Revenue Incentive Program (CARIP)**APPROVED**

The Board authorized the Board Chair to write a letter to the Provincial Minister of Municipal Affairs, Minister of Environment and Climate Change Strategy, and Minister of Finance, regarding the cancellation of the *Climate Action Revenue Incentive Program*, providing details on key elements to be retained in a replacement program and suggested improvements, based on the analysis in the report dated May 27, 2021.

E4.2 Next Phase of Engagement on an Open-Air Burning Emission Regulation**RECEIVED
APPROVED**

Reducing emissions of smoke from open-air burning of vegetative debris can protect public health, air quality and our climate. Metro Vancouver completed the initial phase of engagement on a potential open-air burning emission regulation in August 2020. Feedback was generally supportive of the development of an emission regulation as a simpler process for authorizing emissions from open-air burning compared to the current site-specific approval process. Staff considered feedback and adjusted proposals presented during the initial engagement, such as simplifying record keeping and notification to neighbours and authorities, clarifying registration requirements and associated fees, and options to increase protection of the public near open-air burning activities. Details about the adjusted proposals and additional information requested during initial engagement are provided in a discussion paper, which will be used to support the next phase of engagement.

The Board received for information the summary of initial engagement on the potential emission regulation and authorized staff to proceed with additional engagement based on the draft discussion paper and updated engagement plan as presented.

E4.3 Air Quality and Climate Action Initiatives in Caring for the Air 2021**RECEIVED**

Caring for the Air is Metro Vancouver's annual plain-language publication on regional climate action and air quality projects. The 2021 edition marks 10 years of *Caring for the Air* and features both a look back and a look forward. Over the past decade, Metro Vancouver improved and protected regional air quality and climate with proactive management plans, progressive regulations, comprehensive monitoring and outreach and engagement. Over the next several years, upcoming plans and programs will respond to emerging challenges such as wildfires and climate change. In 2021, staff refreshed the online format of *Caring for the Air* to be more interactive and accessible, and created a 10th anniversary promotional video. The COVID-19 pandemic has necessitated a number of modifications to promotion and distribution of *Caring for the Air*. The Board received the report for information.

E5.1 Greater Vancouver Regional Fund – 2020 Annual Report**RECEIVED**

TransLink has submitted its annual report containing budget and schedule information on active projects funded with federal gas tax funds through the Greater Vancouver Regional Fund as of December 31, 2020 in accordance with the *Federal Gas Tax Fund Expenditures Policy*. TransLink has successfully delivered the majority of the projects on or ahead of schedule with positive cost variances. Five projects are experiencing delays exceeding three months as a result of the COVID-19 pandemic. Approximately \$1.74 billion in funds is anticipated to contribute to the capital investments identified in TransLink's Phase Two Investment Plan for the period 2018 to 2027.

The Board received the report for information.

G1.1 MVRD Procedure Amending Bylaw No. 1322, 2021**APPROVED**

In April 2021, delegations requested to speak at committee and board meetings in relation to specific contract awards. Concerns were expressed about the propriety of hearing delegations during a procurement process. To ensure the fairness of the procurement process, *Procedure Bylaw* amendments were presented wherein delegations would not be permitted if their applications relate to an ongoing contract award matter.

The Board gave first, second and third readings to *Metro Vancouver Regional District Procedure Amending Bylaw Number 1322, 2021*, then passed and finally adopted said bylaw.

I 1 Committee Information Items and Delegation Summaries**RECEIVED**

The Board received information items and delegation summaries from standing committees.

Climate Action Committee – June 11, 2021

Information Items:

5.3 Alternatives to Agricultural Open-Air Burning in Metro Vancouver

Open-air burning of vegetative debris is a significant source of fine particulate matter and other air contaminants, including greenhouse gases, which are harmful to health and the environment. A study to investigate the benefits and barriers to using alternatives to open-air burning for managing agricultural vegetative debris in the Metro Vancouver region has been completed as part of a Sustainability Innovation Fund project. The work complements public engagement on a potential open-air burning emission regulation. Benefits of alternative waste management methods include reduced emissions of both particulate matter and greenhouse gases compared to open-air burning. Barriers for farmers in the region to using these alternative methods include cost, complexity, practical feasibility, biosecurity considerations and equipment availability.

5.6 Sectoral GHG Reduction Targets Update and Comparison

Metro Vancouver, the B.C. government and the federal government have developed emissions reductions targets for 2030 and 2050, and sector-specific targets for 2030. This report provides an update on recent changes to climate targets established by senior orders of government, and compares them to Metro Vancouver targets. While there is relatively good alignment in overall targets, there is some variation between sector targets — notably for buildings and transportation at the provincial level.

Some, but not all, of the difference is caused by different sector categories and emissions sources. In order to meet its emissions targets, Metro Vancouver has proposed a number of actions in the *Clean Air Plan* and *Climate 2050 Roadmaps* that require leadership from or strong collaboration with the B.C. government. An analysis of sectoral targets will be helpful for Metro Vancouver to work closely with the B.C. government on key actions in order to meet our respective targets.

Regional Parks Committee – June 16, 2021

Delegation Summaries:

3.1 Pierce McNeal, Canadian Pacific Trials Association

Information Items:

5.1 Kanaka Creek Regional Park Interpretive Art Mural Project

Kanaka Creek Regional Park Interpretive Art Mural Project is a multi-agency collaboration at the Fish Fence site in Kanaka Creek Regional Park that aims to address the ongoing issue of graffiti under the 240th Street bridge, connect the local community to the space and educate park visitors about the salmon life cycle and food web, and the importance of habitat conservation.

A public art specialist has been selected through an invitational call for proposals who will engage youth, seniors and community members in creating murals. All safety protocols related to COVID-19 will be followed. Anticipated completion date is spring 2022.

Finance and Intergovernment Committee – June 16, 2021

Delegation Summaries:

5.1 Nathan Davidowicz**Greater Vancouver Water District****E1.1 Drinking Water Customer Information Guide****RECEIVED**

Metro Vancouver and its member jurisdictions, in collaboration with the regional health authorities, are responsible for the provision of clean, safe drinking water to the region. To aid frontline staff in answering questions from the public, Metro Vancouver has developed an updated *Drinking Water Customer Information Guide*. The guide provides information on various topics such as the overall water system, treatment processes, water quality and associated regulations and guidelines, common issues and solutions, and frequently asked questions. Given the type and category of inquiry, the guide clarifies where the inquiry should be directed if further information is required and includes contact lists for each member jurisdiction and health authority.

The Board received the report for information.

E1.2 Update on Adult Coho Release Program in Coquitlam Lake**RECEIVED**

Following Board support in July 2020, GVWD partnered with Kwikwetlem First Nation, Fisheries and Oceans Canada, BC Hydro and the Port Coquitlam and District Hunting and Fishing Club to capture and transport 62 adult coho salmon from the Coquitlam River below the dam to Cedar Creek, a main tributary to Coquitlam Lake. In May 2021, BC Hydro fisheries consultants completed monitoring work in the Cedar Creek area and confirmed the success of the adult release when they found emergent coho fry in the creek. These fry are the first coho naturally spawned in the upper watershed since the original Coquitlam River Dam was

built over 115 years ago. This marks a significant milestone in salmon recovery for the Coquitlam River system and a significant cultural event for the Kwikwetlem First Nation. Metro Vancouver is proud to support this initiative.

The Board received the report for information.

I 1 Committee Information Items and Delegation Summaries

RECEIVED

The Board received an information item summary from a standing committee.

Water Committee – June 10, 2021

Information Items:

5.1 2020 GVWD Dam Safety Program Annual Update

GVWD owns and operates five drinking water supply dams that are regulated by the Ministry of Forests, Lands, Natural Resource Operations and Rural Development Dam Safety Branch. The GVWD Dam Safety Program is compliant with the requirements outlined in the provincial *Dam Safety Regulation* (BC Reg. 40/2016) as required for all dam owners in British Columbia. There were no significant concerns identified from the 2020 routine surveillance, monitoring or formal dam inspections.

Scheduled formal dam audits were carried out by provincial Dam Safety Officers at Cleveland Dam and Seymour Falls Dam in late October 2020. Pursuant to Section 14(2)(a) of the *Dam Safety Regulation*, GVWD issued an October 1, 2020 Incident Report on October 30, 2020 and an Additional Information Report on January 29, 2021 to the Dam Safety Branch. No further actions or requests for information have been received from the Dam Safety Branch.

Greater Vancouver Sewage and Drainage District

E1.1 Board Appointments and Rescindments of Bylaw Enforcement Officers

APPROVED

Recent changes in staff have resulted in a need to update appointments as GVS&DD Board-designated municipal sewage control officers under the *Greater Vancouver Sewerage and Drainage District Sewer Use Bylaw*, the *Environmental Management Act* and the *Offence Act*.

The Board:

- pursuant to *Greater Vancouver Sewerage and Drainage District Sewer Use Bylaw No. 299, 2007* and Section 29 of the *Environmental Management Act*:
 - rescinded the appointment of former City of Vancouver employee Linda Kwan as a municipal sewage control officer; and
 - appointed Metro Vancouver employee Rei Van as a municipal sewage control officer.

- pursuant to Section 28 of the *Offence Act* for the purpose of serving summons for alleged violations under *Greater Vancouver Sewerage and Drainage District Sewer Use Bylaw No. 299, 2007*:
 - rescinded the appointment of former City of Vancouver employee Linda Kwan; and
 - appointed Metro Vancouver employee Rei Van.

E1.2 Integrated Liquid Waste and Resource Management Plan: Biennial Reporting for 2019-2020**APPROVED**

The Board directed staff to:

- submit the *Biennial Report: 2019-2020* as revised in Volume 1 of the *Biennial Report*, under Combined Sewer Separation, by removing paragraph two, to the Ministry of Environment and Climate Change Strategy in accordance with the requirements of the *Integrated Liquid Waste and Resource Management Plan*; and
- arrange for the Liquid Waste Committee to receive public comments on the *Biennial Report: 2019-2020* at the September 9, 2021 Liquid Waste Committee meeting.

E1.3 Award of Contract Resulting from Request for Proposal (RFP) No. 20-350: Construction Services for the Crescent Beach Force Main Stage 3 – Phase 1**APPROVED**

The project is to replace Crescent Beach Force Main located in South Surrey. Request for Proposal (RFP) No. 20-350 for the construction services was issued to six short-listed contractors on December 24, 2020 and closed on February 12, 2021. Three proposals were received and evaluated for technical and financial criteria. The work involves installation of approximately 1.5 km of high density polyethylene pipe, two trenchless crossings and underground cast-in-place concrete chamber.

The Board approved the award of a contract for an amount of up to \$16,564,714.06 (exclusive of taxes) to JJM Construction Ltd. resulting from RFP No. 20-350: Construction Services for the Crescent Beach Force Main Stage 3 – Phase 1, subject to final review by the Commissioner.

I 1 Committee Information Items and Delegation Summaries**RECEIVED**

The Board received information items from standing committees.

Liquid Waste Committee – June 10, 2021

Information Items:

5.2 2020 GVS&DD Environmental Management and Quality Control Annual Report

Production of the *GVS&DD Environmental Management and Quality Control Annual Report* is a regulatory requirement under the *Integrated Liquid Waste and Resource Management Plan*. This report is submitted once per year and summarizes the compliance, process control and regional environmental quality information gathered through various monitoring and risk assessment programs.

In 2020, Metro Vancouver wastewater treatment plants operated in compliance with the applicable regulatory requirements. Regional liquid waste discharges were effectively managed in a manner that is protective of human health and aquatic life.

Climate Action Committee – June 11, 2021

Information Items:

5.4 2021 Update on Liquid Waste Sustainability Innovation Fund Projects

This provides an update on 10 projects that were approved for funding in 2017 through to 2020 under the Sustainability Innovation Fund. Three projects having the most material updates are covered in the following sections. Seven of the projects that are progressing, some with work pace slowed due to COVID-19-related challenges. The *Multiphase Composite Coating for Concrete Sewers* project has achieved its first significant milestone of in-situ deployment for evaluation.

Two projects, *Microwave-enhanced Advanced Oxidation Process Sludge Destruction Pilot* and *Capture of Wastewater Contaminants of Concern and Beneficial Use of Residuals*, will not proceed to their next phase of work due to the technology not achieving performance and/or economic expectations.



Parks, Recreation and Cultural Services Committee

Date: Tuesday, June 29, 2021

Place: Council Chambers
Richmond City Hall

Present: Councillor Harold Steves, Chair (by teleconference)
Councillor Michael Wolfe (by teleconference)
Councillor Chak Au (by teleconference)
Councillor Bill McNulty (by teleconference)
Councillor Linda McPhail (by teleconference)

Also Present: Councillor Carol Day (by teleconference)
Councillor Andy Hobbs (by teleconference)

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the Parks, Recreation and Cultural Services Committee held on May 26, 2021, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

July 20, 2021, (tentative date) at 4:00 p.m. in Council Chambers.

DELEGATIONS

1. Roidon Lamb, Strata Chair, Birchwood Estates, spoke against the proposed community garden adjacent to Branscombe House, expressing that the proposed community garden (i) will create an eyesore, (ii) will attract rodents and generate unpleasant odours, (iii) will generate excessive foot traffic, (iv) will only be open exclusively to 40 users, and (v) generates limited neighbourhood support.

Parks, Recreation & Cultural Services Committee

Tuesday, June 29, 2021

Pedro Villalon, Birchwood Estates resident, spoke against the proposed community garden and expressed concern with regard to the consultation and notification process and potential loss of useable park space. Also, Ms. Lamb and Mr. Villalon expressed that proposed buffering to their residence is not adequate and encouraged relocation of the proposal to other sites in the city.

Discussion ensued with regard to (i) the notification, consultation and development process for community gardens, (ii) alternative sites for the proposed garden, (iii) buffering requirements for community gardens, and (iv) maintenance of community gardens.

In reply to queries from Committee staff noted that (i) the City conducts community engagement on the matter, including discussion on the Let's Talk Richmond platform and with the Richmond Food Security and Agricultural Advisory Committee (FSAAC), (ii) other residents in the neighbourhood have expressed support for the proposed garden, and (iii) there are other potential sites for community gardens in the city.

As a result of the discussion, a referral motion to relocate the proposed community garden was introduced, but failed to receive a seconder.

Discussion then ensued with regard to the community garden development process, and as a result, the following **referral motion** was introduced:

It was moved and seconded

That the concept of community gardens be referred to staff and that staff:

- (1) provide a list of potential community garden sites;*
- (2) provide information on the process of establishing community gardens and community consultation plan;*
- (3) examine community garden maintenance regulations;*
- (4) provide information on the submitted requests for community gardens; and*
- (5) examine buffers between community gardens and residential areas; and report back.*

The question on the motion was not called as staff responded to queries, noting that staff are in the process of developing a map of the City's community gardens.

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

COMMUNITY SERVICES DIVISION

2. 2020 RICHMOND FILM OFFICE YEAR IN REVIEW

(File Ref. No. 08-4150-09-01) (REDMS No. 6671925)

Discussion ensued with regard to mapping filming activities and the use of Steveston as a filming location.

It was moved and seconded

That the staff report titled, "2020 Richmond Film Office Year in Review," dated May 30, 2021, from the Director, Arts, Culture and Heritage Services, be circulated to industry stakeholders for their information.

CARRIED

3. AMENDMENT TO REGULATING THE DISCHARGE OF FIREARMS BYLAW NO. 4183

(File Ref. No. 11-7000-01) (REDMS No. 6687756)

Discussion ensued with regard to (i) the current 135 metre set back regulations, (ii) developing more detailed maps of the hunting areas, (iii) hunting in agricultural land to control pests and wildlife, (iv) enforcement of hunting regulations, (v) options to increase fines for offenders, (vi) consulting with farmers on firearm discharge regulations, (v) installing signage to clearly identify hunting areas, (vi) education for the community on firearm discharge regulations, and (vii) the process to obtain hunting permits.

In reply to queries from Committee, staff noted that the Richmond Rod and Gun Club (RRGC) administers a hunting by permission program that ensures that vetted hunters have the proper certification and insurance. Also, staff noted that the RRGC works closely with the Richmond RCMP and BC Conservation officers on enforcement of firearm discharge regulations. Furthermore, staff noted that the Richmond RCMP is investigating incidents of illegal hunting by unregistered hunters.

Helmut Pastick, Richmond resident, expressed concern with regard to the proposed bylaw, and spoke on (i) the hunting setbacks, (ii) enhancing hunting maps, (iii) consultation with farmers, and (iv) installation of signage in hunting areas.

Laura-Leah Shaw, Richmond resident, expressed concern with regard to hunting in agricultural land and suggested that such activities should be banned. Also, she noted her concern with regard to illegal hunters and the safety of residents and pets.

Parks, Recreation & Cultural Services Committee

Tuesday, June 29, 2021

Mike Thorne, President, Richmond Rod and Gun Club and Evan le Gal, Vice President, Richmond Rod and Gun Club, spoke on the Club's history, and encouraged that hunting activities continue in the city. Mr. Thorne added that no members of the RRGCC have been charged with any firearms-related offenses and suggested that public education be implemented to prevent non-permitted hunting.

Discussion ensued with regard to hunting to protect crops in agricultural areas and options to update the City's hunting policy. In reply to queries from Committee, staff noted that staff can provide a memorandum on the steps taken to ensure hunters are abiding by the regulations.

It was moved and seconded

That Regulating the Discharge of Firearms Bylaw No. 4183, Amendment Bylaw No. 10278 to amend the terms of the bylaw as described in the staff report titled "Amendment to Regulating the Discharge of Firearms Bylaw No. 4183" dated June 2, 2021, from the Director, Recreation and Sport Services, be introduced and given first, second and third readings.

CARRIED

Opposed. Cllr. Michael Wolfe

4. MANAGER'S REPORT

(i) Extreme Weather Temperatures

Staff spoke on the City's response to the recent hot temperatures including (i) adding shade in through park tents, (ii) opening outdoor public pools and waterparks, (iii) adjusting program time to be earlier in the day, and (iv) distributing maps of the City's public water fountains.

(ii) Minoru Centre for Active Living Immunization Centre

Staff briefed Committee on the usage of the Minoru Centre for Active Living as a COVID-19 immunization centre, adding that the program is currently targeting senior residents and their caregivers.

(iii) Canada Day at Home

Staff briefed Committee of the City's upcoming virtual Canada Day program at 10:00 a.m. on July 1, 2021 and noted that more information can be found on www.stevestonsalmonfest.ca.

(iv) Opening of Steveston Heritage Sites

Staff noted the restoration of services at several heritage sites in Steveston including facilities in Britannia Shipyards, and London Farmhouse at the London Heritage Farm and the Japanese Fisherman's Benevolent Society building.

Parks, Recreation & Cultural Services Committee

Tuesday, June 29, 2021

(v) *Britannia Shipyard Society Management*

Staff advised that the Britannia Shipyard Society is developing a plan to manage the docks at Imperial Landing and discussions between the City and the Britannia Shipyards Society regarding the matter are on-going.

(vi) *Chinese Junk Boat*

Staff noted that discussions to use the Chinese Junk Boat for the upcoming Richmond Maritime Festival are on-going with the boat owners, the City and the Britannia Shipyards Society.

(vi) *Steveston Harbour Authority Dredging*

Discussion ensued with regard to increasing the frequency of dredging in the Fraser River. Staff noted that discussions on the matter between the City and the Steveston Harbour Authority have taken place and letters have been sent to the Province to address the concerns related to the dredging.

(viii) *Park Acquisition List*

Discussion ensued with regard to the City's park acquisition list, and as a result, the following **referral motion** was introduced:

It was moved and seconded

That staff prepare a park priority acquisition list for Council, and report back.

CARRIED

(ix) *Richmond Resident Arjun Bhullar - Mixed Martial Arts Champion*

Committee noted the recent championship win by Richmond resident Arjun Bhullar and the recent community celebration. Staff noted that the recognition of the championship win can be discussed at an upcoming Sports Council meeting.

(x) *Waterfront Trail Access*

Staff advised that staff are currently reviewing waterfront trail access in Steveston.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (6:00 p.m.).

CARRIED

Parks, Recreation & Cultural Services Committee
Tuesday, June 29, 2021

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, June 29, 2021.

Councillor Harold Steves
Chair

Evangel Biason
Legislative Services Associate



General Purposes Committee

Date: Monday, July 5, 2021

Place: Council Chambers
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Chak Au
Councillor Carol Day (by teleconference)
Councillor Andy Hobbs
Councillor Alexa Loo
Councillor Bill McNulty (by teleconference)
Councillor Linda McPhail (by teleconference)
Councillor Harold Steves (by teleconference)
Councillor Michael Wolfe (by teleconference)

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the General Purposes Committee held on June 21, 2021, be adopted as circulated.

CARRIED

FINANCE AND CORPORATE SERVICES DIVISION

1. **MUNICIPAL AND REGIONAL DISTRICT TAX IMPOSITION BYLAW NO. 10269**

(File Ref. No. 08-4150-03-06) (REDMS No. 6685606)

It was moved and seconded

That the Municipal and Regional District Tax (MRDT) Imposition Bylaw No. 10269 be introduced and given first, second and third readings.

CARRIED

General Purposes Committee
Monday, July 5, 2021

COMMUNITY SAFETY DIVISION

2. EMERGENCY RESPONSE EQUIPMENT AND FIRE BOAT OPTIONS

(File Ref. No. 99-Fire Rescue) (REDMS No. 6695897)

In reply to queries from Committee, staff noted that (i) there have not been formal discussions with other municipalities following the pier fire in New Westminster, (ii) the Port of Vancouver works in collaboration with Vancouver Fire and Rescue Services, (iii) Richmond Fire-Rescue has the opportunity to use a water bomber system from the Province upon request, (iv) the high flow industrial pumper sufficiently mitigates the risk for land based fires, (v) vessels with fire-fighting capabilities are owned by multiple companies, (vi) the Panamax sized vessel would have a coast pilot, (vii) a high flow industrial pumper is fixed to a vehicle, (viii) the Vancouver fire boat was used for two trawler-type vessels, (ix) there are currently no vessels that could deploy a containment boom, (x) hovercrafts have firefighting capabilities but is not within the scope of normal duties, (xi) there is a cost associated with fire boat requests from other municipalities, and (xii) tanker fires are extremely rare in Canada.

It was moved and seconded

(1) *That the land based option of a high-flow industrial pump, with the source of funds of \$800,000 of additional capital cost to come from the jet fuel agreement, be approved; and*

(2) *That staff:*

(a) *continue to have additional discussions for a regional solution for fire protection on water; and*

(b) *examine if the industrial pump can be placed on a barge.*

The question on the motion was not called as in reply to queries from Committee, staff noted that (i) a traditional fire pumper would require replacement in 2021 and be included in the 2022 budget, and (ii) the increased Operating Budget Impact of \$60,000 would come from an additional level request.

There was agreement to deal with Parts (1) and (2) separately.

General Purposes Committee
Monday, July 5, 2021

The question on Part (1) was then called and it was **CARRIED** with Cllrs. Day and Wolfe opposed.

The question on Part (2) was then called and it was **CARRIED**.

COMMUNITY SERVICES DIVISION

3. COUNCIL STRATEGIC PLAN 2018-2022: 2019/2020 UPDATE
(File Ref. No. 01-0005-01) (REDMS No. 6595266)

It was moved and seconded

- (1) That the report titled, "Council Strategic Plan 2018-2022: 2019/2020 Update" dated June 14, 2021, from the Director, Corporate Programs Management Group, be received for information; and*
- (2) That the attached report titled, "Council Strategic Plan 2018-2022: Achievement Highlights for 2019/2020" (Attachment 2) be made available for download on the City of Richmond website.*

The question on the motion was not called as in reply to queries from Committee, staff noted that (i) news releases can reach markets that do not access social media, (ii) media releases aim to pull the public back to the City website for more detailed information, (iii) there is currently no policy regarding the languages news releases are published in, and (iv) the City is exploring more options for the Steveston Island Sea Gates proposal.

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

4. REVISED PUBLIC ART POLICY – PUBLIC ART CONTRIBUTIONS
(File Ref. No. 11-7000-09-00) (REDMS No. 6581457)

The question on the motion was not called as in reply to queries from Committee, staff noted that (i) increasing the developer contribution rate would double the current contribution developers are requested to provide, and (ii) public art projects and projects in the Community Public Art Program would be threatened if funds from the Public Art Reserve Fund are allocated to other uses.

It was moved and seconded

- (1) That Option 1 for the allocation of Voluntary Developer Public Art Contributions, as described in Table 1 on page five of the staff report titled, "Revised Public Art Program Policy - Public Art Contributions," from the Director, Arts, Culture and Heritage Services dated May 18, 2021, be endorsed.*

General Purposes Committee
Monday, July 5, 2021

- (2) *That Option 1 for the City and private Public Art Contributions, as described in Table 3 on page nine of the staff report titled, "Revised Public Art Program Policy - Public Art Contributions," from the Director, Arts, Culture and Heritage Services dated May 18, 2021, be endorsed.*

There was agreement to deal with Parts (1) and (2) separately.

The question on Part (1) was then called and it was **CARRIED** with Cllrs. Au, Day, Steves, and Wolfe opposed.

The question on Part (2) was then called and it was **CARRIED** with Cllr. Wolfe opposed.

COUNCILLOR CHAK AU

5. RICHMOND CHRISTMAS FUND

(File Ref. No.)

It was moved and seconded

That the City of Richmond grant up to \$500,000 to Richmond Cares, Richmond Gives for the Richmond Christmas Fund to be used for the purchase of \$100 vouchers/cash cards to be distributed to Richmond residents and families in need that are redeemable within 90 days at any businesses in the City of Richmond; and further that staff identify the source of funding.

The question on the motion was not called as in reply to queries from Committee, staff noted that this matter would require further analysis. Discussion took place regarding the importance of helping Richmond residents and organizations especially given the impact from the Covid-19 pandemic.

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

It was moved and seconded

That staff reach out to recipients of the city grant program and assess how Covid-19 has affected them to evaluate whether they require additional funds in 2021, and report back.

The question on the referral motion was not called as discussion took place on the amount of money put into the grants program each year.

The question on the referral motion was then called and it was **CARRIED** with Mayor Brodie and Cllrs. Loo, McPhail, and Steves opposed.

General Purposes Committee
Monday, July 5, 2021

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:55 p.m.).

CARRIED

Certified a true and correct copy of the
Minutes of the meeting of the General
Purposes Committee of the Council of the
City of Richmond held on Monday, July
5, 2021.

Mayor Malcolm D. Brodie
Chair

Shannon Unrau
Legislative Services Associate



Finance Committee

Date: Monday, July 5, 2021

Place: Council Chambers
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Chak Au
Councillor Carol Day (by teleconference)
Councillor Andy Hobbs
Councillor Alexa Loo
Councillor Bill McNulty (by teleconference)
Councillor Linda McPhail (by teleconference)
Councillor Harold Steves (by teleconference)
Councillor Michael Wolfe (by teleconference)

Call to Order: The Chair called the meeting to order at 5:55 p.m.

MINUTES

It was moved and seconded

That the minutes of the Special Finance Committee meeting held on April 26, 2021, and the Finance Committee meeting held on June 7, 2021, be adopted as circulated.

CARRIED

FINANCE AND CORPORATE SERVICES DIVISION

1. **REVENUE ANTICIPATION BORROWING (2021) BYLAW NO. 10270**
(File Ref. No. 03-0900-01 (REDMS No. 6689521))

It was moved and seconded

That Revenue Anticipation Borrowing (2021) Bylaw No. 10270 be introduced and given first, second and third readings.

CARRIED

Finance Committee
Monday, July 5, 2021

2. BANKING RESOLUTION UPDATE

(File Ref. No. 03-0900-01) (REDMS No. 6684789)

It was moved and seconded

That effective July 12, 2021, the banking resolution (part 9 of resolution R09/11-4) adopted by Council on June 8, 2009, be replaced with the following:

- (1) *All cheques be signed on behalf of the City by the Mayor or, in his/her absence, the Acting Mayor as determined by Council resolution, and counter-signed by the General Manager, Finance and Corporate Services or, in his/her absence, the Acting General Manager, Finance and Corporate Services. The use of a mechanical or other device in affixing a facsimile of their signatures to such cheques is also an acceptable means of authorization.*
- (2) *The following persons are authorized in all dealings (as described below) with the City's bank on behalf of the City:*
 - *Chief Administrative Officer, or in his/her absence, the Deputy Chief Administrative Officer*
 - *General Manager, Finance and Corporate Services, or in his/her absence, the Acting General Manager, Finance and Corporate Services*
 - *Director, Finance, or in his/her absence, the Acting Director, Finance*
 - *Manager, Revenue, or in his/her absence, the Acting Manager, Revenue*
 - *Manager, Treasury and Financial Services, or in his/her absence, the Acting Manager, Treasury and Financial Services*

Two of the above persons, one of whom must be the Chief Administrative Officer (in his/her absence, the Deputy Chief Administrative Officer), or the General Manager, Finance and Corporate Services (in his/her absence, the Acting General Manager, Finance and Corporate Services), or the Director, Finance (in his/her absence, the Acting Director, Finance), are authorized to:

- (a) *Provide instructions, verifications and approvals to the City's bank (without limitation) to transfer funds, wire payments and authorize debits on behalf of the City;*
- (b) *Enter into and authorize Financial Services Agreement, other banking agreements, cash management service requests, and electronic banking arrangements with the City's bank on behalf of the City;*

Finance Committee

Monday, July 5, 2021

- (c) *Obtain delivery of all or any stocks, bonds and other securities held in safekeeping or otherwise for the account of the City; and*
- (d) *Give instructions to the City's bank and its subsidiaries in assisting with the management of the City's investments.*

Any one of the above persons is authorized to:

- (e) *Negotiate with, deposit with, or transfer to the City's account, all or any cheques and other orders for the payment of money to the City, and to endorse such cheques and orders for the payment of money to the City, either in writing or by rubber stamp.*
- (3) *Authorization from both the Mayor (in his/her absence the Acting Mayor) and the General Manager, Finance and Corporate Services (in his/her absence the Acting General Manager, Finance and Corporate Services or the Director, Finance), along with a copy of the adopted bylaw, are required for the City to obtain long-term borrowing from the City's bank and to grant security to the City's bank on behalf of the City.*
- (4) *The City's bank is authorized to honour, pay and charge to the account of the City, all City's written instructions bearing a facsimile or facsimiles of the signature of the above-mentioned authorized persons on the understanding that each instruction will be binding on the City to the same extent as though they had been manually signed.*
- (5) *This resolution:*
 - (a) *Remains in force and effect until written notice to the contrary has been given in writing to, and acknowledged in writing by, the City's bank; and*
 - (b) *Be certified by the Corporate Officer and provided to the City's bank, together with specimens of facsimiles of the signatures having authority to sign cheques and/or written instructions on behalf of the City.*

CARRIED

ADJOURNMENT

It was moved and seconded
That the meeting adjourn (5:56 p.m.).

CARRIED

Finance Committee
Monday, July 5, 2021

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, July 5, 2021.

Mayor Malcolm D. Brodie
Chair

Shannon Unrau
Legislative Services Associate



Planning Committee

Date: Tuesday, July 6, 2021

Place: Council Chambers
Richmond City Hall

Present: Councillor Linda McPhail, Chair (by teleconference)
Councillor Alexa Loo (by teleconference)
Councillor Carol Day (by teleconference)
Councillor Bill McNulty (by teleconference)
Councillor Harold Steves (by teleconference)

Also Present: Councillor Chak Au (by teleconference)
Councillor Andy Hobbs (by teleconference)
Councillor Michael Wolfe (by teleconference)

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the Special Planning Committee held on June 23, 2021, be adopted as amended.

CARRIED

NEXT COMMITTEE MEETING DATE

July 21, 2021, (tentative date) at 4:00 p.m. in Council Chambers.

The Chair advised that the order of the agenda would be varied to consider Item No. 3 first.

Planning Committee
Tuesday, July 6, 2021

AGENDA ADDITION

It was moved and seconded

That Tree Retention Referral be added to the agenda as Item No. 4A.

CARRIED

PLANNING AND DEVELOPMENT DIVISION

3. ASSEMBLY (ASY) ZONED SITES IN THE AGRICULTURAL LAND RESERVE

(File Ref. No. 08-4050-10) (REDMS No. 6690742)

Staff reviewed the report and noted that (i) this is a companion report to the Official Community Plan (OCP) No. 5 Road Backlands Policy and related Zoning Bylaw amendments approved in May 2021, (ii) this report addresses the 9 assembly (ASY) zoned sites in the Agricultural Land Reserve that are located outside of the OCP No. 5 Road Backlands Policy, and (iii) the proposed changes to land use regulations will allow for uniform zoning regulations for all assembly sites, specifically removing school as a permitted use.

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10279, which revises the:

- (a) “Assembly (ASY)” zoning district to restrict the permitted and secondary uses for sites located in the Agricultural Land Reserve and grant a site-specific allowance for an education use; and*
- (b) purpose statement in the “Religious Assembly (ZIS7) – No. 5 Road” zoning district,*

be introduced and granted first reading.

CARRIED

Planning Committee
Tuesday, July 6, 2021

1. **APPLICATION BY CHRISTIAN & MISSIONARY ALLIANCE –
CANADIAN PACIFIC DISTRICT FOR AN AGRICULTURAL LAND
RESERVE NON-FARM USE AT 11371 NO. 3 ROAD**

(File Ref. No. AG 19-853589) (REDMS No. 6482489)

Staff reviewed the application and noted that (i) the purpose of the application to the Agricultural Land Commission (ALC) is to allow the existing school and daycare to continue to operate, (ii) the non-farm use application was requested by ALC Enforcement and Compliance staff as they identified that the school and daycare were not consistent with the conditions of the original ALC approval, (iii) after the 1992 expansion, the growth of the church was not anticipated, therefore the church leader leased out space to tenants, (iv) in 2007 a Building Permit and business licences were issued for the school use, (v) the Food Security and Agricultural Advisory Committee encouraged the applicant to include an agricultural component that will be incorporated into the school curriculum.

In reply to queries from Committee, staff advised that Building Permits and Business Licences were issued as the zoning permitted education use at the time those permits were applied for.

Kevin Krause, Applicant, Christian & Missionary Alliance - Canadian Pacific District, and Adina Priel, Noah's Ark Montessori Reggio School, advised that (i) the garden plots would consist of vegetables and fruits as the land is located above a septic field, (ii) approximately 20% of the schools families receive financial support from the Province, (iii) the fruits and vegetables will be consumed by the student and families of the school and the remainder will be donated to the Richmond Alliance Church and the Food Bank, and (iv) many of the families that are a part of the school come from a farming background.

Pastor Ron Redekop, Richmond Alliance Church, provided a history of the property and noted that (i) the Church would not have purchased the property had they known it would come into ALR zoning, (ii) when the school applied for the permits in 2007 there was no reason to check the original ALR agreement as education use was permitted, (iii) the building is there and should be used, and (iv) the oversight is costing the school.

Planning Committee
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Adina Priel, Noah's Ark Montessori Reggio School, advised that (i) the school is in a difficult position due to this oversight, (ii) it is not easy to find school space with assembly zoning, (iii) business licences were issued every year and fees were collected by the City and the school needs to recoup those costs, (iv) the Ministry of Education requires a compliance letter from the city they are located and a letter was issued yearly, and (v) no funding is received from the Province, therefore families are supporting and choosing to send their children to this school.

It was moved and seconded

That the application by Christian & Missionary Alliance – Canadian Pacific District for an Agricultural Land Reserve non-farm use to allow the existing education and child care use at 11371 No. 3 Road be forwarded to the Agricultural Land Commission.

CARRIED

2. **APPLICATION BY BRIAN DAGNEAULT FOR AN AGRICULTURAL LAND RESERVE TRANSPORTATION, UTILITY, AND RECREATIONAL TRAIL USE APPLICATION AT 6808 FINN ROAD**

(File Ref. No. AG 21-933868) (REDMS No. 6676798)

Staff reviewed the application and noted that (i) the application is to seek Council approval to apply to the Agricultural Land Commission (ALC) to open and improve a portion of Finn Road that is currently not a constructed municipal road, (ii) should the application be approved by Council and the ALC, it would permit building permits for agricultural or residential buildings, (iii) the proposal is contrary to the Official Community Plan and Farming First Strategy which discourage the construction of new roads in the Agricultural Land Reserve (ALR), and (iv) the proposal has potential implications regarding residential development on other no access properties in the ALR.

Bill Zylmans, 6808 Finn Road, provided a history of the property and noted that (i) the barn and home were constructed prior to purchase of the property, therefore the land was purchased as a working farm, (ii) the property has been a working farm since 1948, (iii) Finn Road was used as the primary access to the property until today, (iv) the no access parcel was not known until the property was put up for sale, (v) the property will no longer be sold and will be farmed by the family.

In reply to queries from Committee, Mr. Zylmans noted that (i) the neighboring driveway ends 65m away from the subject sites driveway, (ii) trucks and vehicles have used the road for access to the property, (iii) once you pass the homestead driveway the road becomes more narrow, (iv) the city will not allow construction of a new barn until the whole road is up to city standards, and (v) a new barn will be considered in the future.

4.

Planning Committee
Tuesday, July 6, 2021

In reply to queries from Committee, staff advised that (i) in order to issue a building permit for an agricultural or residential building, road access for emergency vehicles is required, (ii) farm access along these no access parcels is permitted to allow farming onsite but no buildings may be constructed, (iii) should Council wish to grant an extension, only a 20m extension beyond the easternmost property line should be approved to meet the building code requirement, (iv) provided the road is only extended to the extent indicated in the report, there will be no additional development potential beyond the subject site, (v) improvements would go from 20m west of the east property line all the way to Gilbert Road and the applicant would be responsible for the construction costs, (vi) should the applicant not wish to improve the road they will only have access to the road for agricultural activities, (vii) staff discussed securing a legal agreement to limit construction to agricultural buildings only, however, the property owner declined such an arrangement, and (viii) the Building Regulation Bylaw and BC Building Code requires emergency vehicle access to the property which requires certain width of roadway to support the weight of a firetruck.

Committee requested additional information with regard to the 700 other no access road properties that could potentially be in a similar situation.

It was moved and seconded

That authorization for Brian Dagneault to forward an Agricultural Land Reserve Transportation, Utility, and Recreational Trail Use Application to the Agricultural Land Commission, to improve a portion of Finn Road to municipal road standards for 20m west of the east side of the property line with no conditions, be approved.

The question on the motion was not called as in reply to further queries from Committee, staff noted that the motion introduced would allow for a barn and/or a single family dwelling and should the applicant receive approvals they would enter into a Service Agreement with the City for construction of the road and upon completion they can apply for building permits.

As a result of the discussion, an amendment motion to only permit construction of a barn was introduced, but failed to receive a seconder.

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

3. **ASSEMBLY (ASY) ZONED SITES IN THE AGRICULTURAL LAND RESERVE**

(File Ref. No. 08-4050-10) (REDMS No. 6690742)

See Page 2 for action on this matter.

Planning Committee
Tuesday, July 6, 2021

4. **LOW END MARKET RENTAL UNIT PLACEMENT**

(File Ref. No. 08-4057-05) (REDMS No. 6670870)

It was moved and seconded

That the City continues the practice of permitting clustering of Low End Market Rental (LEMR) units when a partnership with a non-profit housing provider is established, as described in the report titled "Low End Market Rental Unit Placement" dated May 31, 2021 from the Director, Community Social Development.

CARRIED

4A. **TREE RETENTION REFERRAL**

(File Ref. No.)

It was moved and seconded

That staff be directed to create protection for areas where a significant tree is lost during or before construction and that the area the tree covers be preserved as a green space for any future development.

The question on the motion was not called as discussion took place on ensuring that vegetation and trees are saved during development projects.

In reply to queries from Committee, staff advised that (i) the Tree Protection Bylaw defines damage and is regulated through international standards, and denotes how many branches can be removed and should individuals not adhere to these rules they are fined, (ii) the definition of a significant tree is broad; however, Council defines it as a tree that is 8 inches in diameter or greater and is regulated by the Tree Protection Bylaw, and (iii) there are regulations in place for developments with regard to front yard setbacks but are have some limitations for single family houses through the Community Charter.

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

It was moved and seconded

That staff explore ways to further protect significant trees, and report back.

The question on the referral motion was not called as in reply to further queries from Committee, staff noted that staff will explore options on how to handle individuals that destroy trees.

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

Planning Committee
Tuesday, July 6, 2021

5. MANAGER'S REPORT

(i) *Dying Sequoia Tree on Williams Road*

Staff advised that a professional arborist firm has been consulted with regard to the dying sequoia tree on Williams Road and an investigation is underway. He then advised that once the results of the investigation are received surrounding neighbours will be consulted.

(ii) *New Staff Announcement*

Wayne Craig, Director, Development, introduced Viren Kallianpur as the new Senior Urban Designer in Development Applications and noted that he will be focused on major projects in City Centre and the Steveston Village development process.

(iii) *Market Rental Housing Workshop*

Staff advised that the Market Rental Housing Workshop will be taking place on Thursday, July 8, 2021 and 2 p.m. They noted that the workshop will provide details and allow for question and answer periods prior to moving on to each topic.

ADJOURNMENT

It was moved and seconded
That the meeting adjourn (5:37 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Planning Committee of the Council of the City of Richmond held on Tuesday, July 6, 2021.

Councillor Linda McPhail
Chair

Sarah Goddard
Legislative Services Associate



City of Richmond

Report to Committee

To: Parks, Recreation and Cultural Services
Committee

From: Marie Fenwick
Director, Arts, Culture and Heritage Services

Re: 2020 Richmond Film Office Year in Review

Date: May 30, 2021

File: 08-4150-09-01/2021-
Vol 01

Staff Recommendation

That the staff report titled, "2020 Richmond Film Office Year in Review," dated May 30, 2021, from the Director, Arts, Culture and Heritage Services, be circulated to industry stakeholders for their information.

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

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Finance Division Economic Development	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

The City of Richmond has had a dedicated Film Office since 2007. One of the key mandates of the Richmond Film Office is to provide a “one-stop shop” resource for film productions, as well as provide centralized services to Richmond businesses and residents affected by filming. In 2018, Council adopted Policy 1000–Filming on Location in Richmond which formally acknowledges the economic and social benefits of filming.

The purpose of this report is to provide an overview of the 2020 film activity in the City, as well as to advise of early indicators for 2021.

This report supports Council’s Strategic Plan 2018-2022 Strategy #7 A Supported Economic Sector:

Facilitate diversified economic growth through innovative and sustainable policies, practices and partnerships.

7.1 Demonstrate leadership through strategic partnerships, collaborations and exploring innovative and emerging economic practices and technical advancements.

7.2 Encourage a strong, diversified economic base while preserving agricultural land and maximizing the use of industrial land.

7.3 Attract businesses to locate in Richmond and support employment and training opportunities in Richmond as we grow.

This report supports Council’s endorsed 2019-2024 Richmond Arts Strategy Objective 3.3:

Broaden the economic potential and contribution of the arts.

3.3.3 Continue to create favorable conditions for the filming industry in Richmond.

This report supports Council’s endorsed Resilient Economy Strategy Actions 5.6.2.2

Continue to support film and television work in Richmond.

Background

The Richmond Film Office oversees the production of and facilitates filming activities in Richmond. The office processes filming applications, provides permits for filming activity on City-owned properties, and assists with location scouting within the City. Staff facilitate all City services required for filming and coordinates invoicing for those services. The most common services include policing, staff liaisons, location rentals and use of city streets.

A core initiative of the Richmond Film Office is to liaise with motion picture industry and community stakeholders on film-related matters in order to promote the growth of Richmond's film sector. The key objective of these efforts is to attract production crews to shoot on location in Richmond on both public and private property. In recent years, the film office has also worked to help attract and facilitate the opening of film studio facilities in Richmond.

COVID-19 Update

The motion picture industry, like many sectors in British Columbia, continues to be impacted by COVID-19. In March 2020, in response to the Provincial Health Officer's guidelines, live action production companies and supply companies servicing the industry went on a temporary hiatus. During this time, stakeholders from the industry came together forming The B.C. Motion Picture COVID-19 Best Practices Coalition to address the various factors that would allow the industry to safely return to work. The Coalition, in consultation with WorkSafeBC, published a set of high level Safety Guidelines and developed *The B.C. Motion Picture COVID-19 Pandemic Production Guide* to support the assessment and management of COVID-19 risk in all types of production, and assist employers in developing their own COVID-19 safety plans across departments.

On June 24, 2020, as part of Phase 3 of B.C.'s Restart Plan, production activity was officially permitted and gradually picked back up in the Lower Mainland. The motion picture industry in B.C. continues to pivot as Provincial, Federal, and International guidelines regarding COVID-19 shift, with the key priority remaining the safety and well being of cast, crew, and the communities in which filming activity takes place.

2020 Film Days

2020 was an eventful year for filming activity in Richmond. Once the motion picture industry was given the tools needed to safely return to work, the Richmond Film Office received a steady stream of requests from both returning and new productions.

Table 1: Richmond Film Activity 2013-2020

Year	2013	2014	2015	2016	2017	2018	2019	2020
Shoot Days	147	133	189	276	205	211	238	128
Prep/Wrap/Hold Days	52	65	380	291	253	209	256	377
Total Days of Filming Activity	199	198	569	567	458	420	494	505

Within Richmond, there are many non-City owned locations used for filming including Steveston Harbour Authority, Metro Vancouver, BCIT Aerospace Technology Campus, and the Gulf of Georgia Cannery. These locations and other private property owners are not obligated to

report revenue or filming days to the City. As a courtesy, film production companies generally alert the Richmond Film Office regarding filming to ensure compliance with bylaws, to avoid any traffic or other conflicts in the area and so that the filming can be included in City records. In 2020, there were 406 days of filming activity managed by staff on City-owned property, five days of filming activity on Metro Vancouver property, 19 days of filming activity at the Gulf of Georgia Cannery, 17 days of filming activity at BCIT Aerospace Technology Campus, and 58 days of filming activity at Steveston Harbour Authority.

The decrease in shoot days from previous years can be attributed to the temporary hiatus during the initial months of the pandemic, along with the cautious return to work by the industry. In the past, productions were able to film in close proximity with each other or film at the same location(s) back to back, however, this is currently constrained. Furthermore, the significant increase in prep/wrap/hold days are a result of productions following strict COVID-19 guidelines which require additional time and larger footprints in order to ensure a safe working environment.

2020 Film Studio Facilities

As the motion picture industry in British Columbia recovers and rebuilds itself from the temporary setback presented by the COVID-19 pandemic, the need for studio spaces in the Lower Mainland continues to rise. Demand for film studio facilities has been increasing for a number of years in the region. This demand has been further amplified over the past year with productions preferring to film at a studio facility whenever possible in order to ensure a safe and controlled work environment.

In 2020, staff worked with Warner Bros. Television on a project to convert two warehouses into film studio facilities. The properties, located in the East Richmond area, have been leased by Warner Bros. Television for a term of 10 years each. Together, the studio facilities provide 170,831 square feet of sound stage and office space. It is projected that the production that is currently occupying the facilities will provide regular employment for an average of 250 cast and crew.

2020 Filming History

The productions that filmed in Richmond for 2020 included:

- **Motion Pictures:** *Wayward*, and *Hello, Goodbye and Everything in Between*;
- **Television Movies:** *The Mari Gilbert Story*;
- **Television Series:** *Zoey's Extraordinary Playlist* Season 1 & 2, *A Million Little Things* Season 2, *The Stand* Season 1, *Home Before Dark* Season 2, *Supergirl* Season 5, *Above the Moon*, *Midnight Mass* Season 1, *Omens* Season 1, *Narcoleap* Season 2, *Are You Afraid of the Dark* Season 2, and *Superman & Lois* Season 1;
- **Commercials:** *Project Tokyo*, *Kia Project X*, *Destination B.C.*, *Advil*, and *Turbo Tax*; and

- **Marketing Campaigns & Commercial Photoshoots:** *Tourism Richmond Stakeholder Video Shoot, B.C. Bird Trail Photo & Video Shoot, and FORM Swim Evergreen.*

2020 Filming Revenue

The Richmond Film Office brought in more revenue and cost recoveries in 2020 than in any previous year, with \$573,956 in service and location charges processed. This is an increase of 16.5 per cent from 2019. The breakdown of revenue was as follows:

- \$238,079 in location rental fees;
- \$46,125 in street use and parking fees;
- \$158,271 in various cost recoveries (e.g., staff time cost recovery, fire hydrant permits, special effects permits);
- \$61,831 to the Richmond RCMP Detachment; and
- \$69,650 for administration fees.

As per Provincial guidelines, the City charges on a cost recovery basis for the majority of services, however location rentals are billed at market rate.

Film revenue collected by the City in 2020 is higher than other years for a variety of reasons including:

- Productions that have leased local film studio facilities generally prefer to film in locations in Richmond;
- Productions such as “*Home Before Dark*” Season 2 and “*Midnight Mass*” Season 1, used the City’s heritage sites and parks as reoccurring filming locations for the duration of their seasons; and
- Productions are requesting larger footprints for longer durations, in order to be able to abide by COVID-19 motion picture industry guidelines.

Along with ongoing filming activity, staff also focused on strategic initiatives in 2020, which are paying off in the first quarter of 2021. Examples of strategic initiatives included:

- Staff worked closely with Warner Bros. Television to facilitate the processes required to gain final occupancy of two buildings for use as film studio facilities.
- Staff sit on Creative B.C.’s Municipal Film Advisory Committee, and worked closely with industry stakeholders to develop plans, implement processes, and provide feedback on the motion picture industry’s COVID-19 return to work materials.
- Staff are active in the Community Affairs Committee, a group of municipal, provincial, union and studio executives who meet regularly to address issues and best practices regarding the motion picture industry.

Early Indicators for 2021

There has been a steady uptake in film activity during the first quarter of 2021. The Film Office has issued 24 film location agreements to date, with two large-scale productions filming for multiple weeks on City property. In order to accommodate as many productions as possible with

the least amount of impact to residents and other industries, staff consider film applications very carefully and work closely with productions to consider a variety of locations within the City.

As the International, Federal, and Provincial responses to the COVID-19 pandemic shift, the motion picture industry continues to pivot, with productions choosing to film in regions that are safe, stable, and cost effective. It is expected that filming activity in B.C. will remain steady in 2021, unless there are any drastic shifts in the Provincial or Federal response to the pandemic. Staff will monitor the situation and continue to liaise closely with the industry.

Economic Benefits of Filming

Each year the Motion Picture Association Canada (MPA-Canada) releases economic studies from data collected from the global studios they represent that highlight the impact that the motion picture industry has on the local economy. In 2019, MPA Studios alone, spent more than \$578 million on goods and services from almost 12,000 businesses in British Columbia. In Richmond, MPA member studios supported more than 500 businesses with almost \$4 million spent on the purchase of goods and services (such as costumes, catering, and automobile rentals). While economic studies from 2020 have not yet been released by MPA-Canada, it is expected that the impacts the motion picture industry has on the local economy will continue to remain positive and strong. MPA-Canada member studios include Walt Disney Studios (Disney, ABC Television), Paramount Pictures, Sony Pictures Entertainment, Netflix Studios, Universal City Studios (NBC Universal, Universal Cable Productions), and Warner Bros. Entertainment.

According to Creative B.C.'s 2019-2020 Impact Report, B.C. continues to be the largest motion picture hub in Canada and third largest in North America, with \$2.41 billion Total Gross Domestic Product (GDP) in value added to B.C.'s economy. The Total GDP measures workers pay and profits resulting from the industry's activities and is part of Creative B.C.'s new measurement mechanism for government and industry. Furthermore, insights show that there are between 60,000 to 70,000 British Columbian "workers" in the motion picture industry. As the industry is largely comprised of gig or freelance workers, this type of work remains difficult to measure however, data indicates that this equates to 35,332 total full-time equivalent jobs when traditional approaches to "hours worked" are used as a measurement tool. In Richmond, beyond the revenue generated by the City and public properties, filming continues to contribute significant direct and indirect revenue to local businesses and land owners.

British Columbia has over 120 sound stages representing over 2.5 million square feet of purpose built stages and warehouse conversions. Productions are actively seeking warehouse spaces and converting them into film studio facilities. As of 2020, the City has six film studio facilities, three are operated by stage management companies and three are operated by studio production companies.

The film sector is a major employer in the City with an estimated over \$22 million in wages earned by residents employed in 2019. The 2020 wage totals are yet to be released, however film production unions are anticipating that 2020 wage totals will be lower as a result of the impacts of COVID-19.

Emerging Initiatives

As filming activity continues to increase in Richmond, staff are working closely with stakeholders at Creative B.C., motion picture industry representatives, and neighbouring municipalities on a variety of initiatives. On February 26, 2020, prior to the restrictions by the Provincial Health Office, staff worked with the Provincial Film Commission at Creative B.C. and the Steveston Merchants Association to host a Film Meet & Greet. The event, which took place at a local business on Moncton Street, was tailored towards merchants in Steveston Village; an area which continues to be the most popular location for filming in Richmond. Merchants were able to have one on one conversations, ask questions, and share feedback with key stakeholders in the industry. As a result of the event, the film office has made additional contacts and implemented a number of changes based on the feedback of attendees.

Financial Impact

None.

Conclusion

Notwithstanding the many impacts of COVID-19, 2020 was a record breaking financial year for the City of Richmond Film Office. The increase in service and location fees processed can be attributed to multiple factors, including the establishment of film studio facilities in Richmond and productions requiring more space and time in order to successfully abide by industry safety guidelines. Staff are committed to working with stakeholders to establish and execute strategic initiatives and adjust existing services in order to enable the motion picture industry's recovery and growth during and beyond COVID-19. The film sector continues to be an important economic industry in the City. The financial impact through employment and fees for locations is significant and beneficial to the City and its residents.



Samir Modhwadia
Film and Major Events Liaison
(604-247-4607)



City of Richmond

Report to Committee

To: General Purposes Committee

Date: June 22, 2021

From: Katie Ferland
Acting Director, Corporate Business Service
Solutions

File: 08-4150-03-06/2021-
Vol 01

Re: Municipal and Regional District Tax Imposition Bylaw No. 10269

Staff Recommendation

That the Municipal and Regional District Tax (MRDT) Imposition Bylaw No. 10269 be introduced and given first, second and third readings.

K. Ferland

Katie Ferland
Acting Director, Corporate Business Service Solutions
(604-247-4923)

Att. 2

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Arts, Culture & Heritage	<input checked="" type="checkbox"/>	<i>[Signature]</i> Acting GM, F&CS
Sport Hosting	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS:	APPROVED BY CAO
	<i>[Signature]</i>	<i>[Signature]</i>

Staff Report

Origin

Enabled by regulation under Section 123 of the *Provincial Sales Tax Act*, the City of Richmond is the designated recipient of a 3% Municipal and Regional District Tax (MRDT), which is applied to the purchase price of accommodation within the municipality. This funding is used to administer the community's tourism marketing and development program under a partnership model and agreements between the City of Richmond, the Richmond Hotel Association, and Tourism Richmond.

The current regulation expires on June 30, 2022 and the process to renew the MRDT for an additional five year period from July 1, 2022 to June 30, 2027 is underway in accordance with the following Council resolution adopted on April 26, 2021:

1. *That staff prepare an application to the Province of British Columbia for the renewal of the three percent (3%) Municipal and Regional District Tax (MRDT) for an additional five-year period from July 1, 2022 to June 30, 2027; and*
2. *That a bylaw be drafted requesting that the Province of British Columbia levy the Municipal and Regional District Tax (MRDT) on the municipality's behalf for the purposes of delivering tourism marketing and development services during the period from July 1, 2022 to June 30, 2027.*

This report supports Council's Strategic Plan 2018-2022 Strategy #7 A Supported Economic Sector:

Facilitate diversified economic growth through innovative and sustainable policies, practices and partnerships.

It also supports Action Item 5.3 of the Council endorsed Resilient Economy Strategy:

Increase the tourism sector in Richmond.

Analysis

Tourism continues to be a sector of strategic priority for Richmond's economy. The City's Resilient Economy Strategy identifies tourism as one of Richmond's key sectors due to an advanced tourism service infrastructure (e.g. hotels and other retail establishments), proximity to the Vancouver International Airport (YVR) and destination growth potential from ongoing investment in tourism product development and marketing.

Richmond has been the recipient of a hotel room tax since 1998 with funding allocated to Tourism Richmond for destination marketing, as well as to a number of destination enhancement initiatives implemented by the City and its partners.

In 2019, the value of the visitor economy in Richmond was over \$2 billion¹ with all time high visitations, a record 26.4 million passengers at YVR, a significant year over year increase in sport hosting events and a growing awareness of Richmond as a culturally diverse and vibrant city.

The COVID-19 pandemic resulted in significant impacts to the industry globally and it is estimated that tourism in Richmond will not fully recover to 2019 levels until between 2025 and 2027. MRDT funds will aid the recovery through destination marketing programs, as well as tourism product development and destination enhancement initiatives, that position Richmond as an attractive destination for leisure and business travellers.

Supported by the investment of MRDT revenues and delivered through a community tourism partnership model, tourism in Richmond supports existing and new businesses, provides jobs and plays an important role in making the city an attractive place to live, work and play.

Application Requirements

For the 3% MRDT to be levied on accommodation revenues in Richmond for another five-year cycle, the Province requires an application that includes the following core components:

- 1) A City bylaw that requests the Province to levy the MRDT on the municipality's behalf.
- 2) A five-year strategic business plan.
- 3) Support from at least 51% of accommodation providers representing at least 51% of the accommodation units in Richmond.

As part of tourism stakeholder consultation for the MRDT renewal, the Strategic Overview: 5 Year Tourism Plan was presented to accommodation providers on June 8, 2021 (Attachment 1). This plan brings together the strategies and goals presented in Tourism Richmond's Strategic Plan, Richmond Hotel Association's strategic directives, the Richmond Sport Hosting Strategy and the Steveston Heritage Sites' Destination Development Plan.

To date, 88% of accommodation providers (23 of 26), representing 95% percent of the accommodation units (4,623 of 4,854 units) in Richmond have indicated their support for the City's MRDT renewal application.

Based on the value that continued investment in both tourism marketing and development brings to the community and the demonstrated support from the Richmond accommodation sector, it is recommended that Council adopt a bylaw stipulating that:

- 1) The Province levy a 3% MRDT on behalf of the City for tourism marketing and development.

¹ This amount represents the estimated direct spending of visitors to Richmond and does not include indirect economic impacts. Source: Tourism Richmond Visitor Volume Study

- 2) The geographic area in which the MRDT will be imposed is defined as the municipal boundary of the City of Richmond.
- 3) The MRDT be utilized for:
 - a) tourism marketing, programs and projects;
 - b) sport hosting marketing, programs and projects; and,
 - c) destination enhancement initiatives including investments in the operation of tourism attractions, major events, tourism product development, and direct sales.
- 4) The amounts paid to the City of Richmond out of the revenue collected from the tax imposed on purchases through online accommodation platforms may be expended on affordable housing initiatives².
- 5) The effective date of the bylaw be set as July 1, 2022.

Once all necessary documents are compiled and subject to the adoption of the above noted bylaw, staff will submit the MRDT application to the Province on or before September 30, 2021. It is anticipated that the Provincial review will take 9 months, with the expectation that MRDT legislation for Richmond for the next 5-year cycle will be enacted prior to June 30, 2022.

Financial Impact

MRDT revenue forecasts are highly variable due to the current limitations on travel and an expected gradual recovery of the visitor economy. At this time it is anticipated that if successfully renewed, the MRDT would generate approximately \$25 million for the delivery of tourism marketing and development services in Richmond from July 1, 2022 to June 30, 2027. It is anticipated that over the same period, \$1 million will be collected from Online Accommodation Platforms and directed to the City's Affordable Housing Reserve Fund.

Conclusion

Tourism continues to be a priority sector for Richmond. Post-pandemic, there will be a gradual recovery of the industry supported by ongoing investment and strategic use of MRDT funds. An innovative tourism partnership model has been established in Richmond; the City, Richmond Hotel Association and Tourism Richmond collaboratively invest in both destination marketing and destination enhancement initiatives to support and grow the sector.

Renewing the 3% MRDT presents an opportunity to continue to advance this tourism delivery model; and majority support has been received from accommodation providers for Richmond's tourism destination marketing, sport host program and destination enhancement initiatives.

² As of January 1, 2020, the portion of MRDT collected through Online Accommodation Platforms for short-term rentals in Richmond is directed to the City's Affordable Housing Reserve Fund.

June 22, 2021

- 5 -

A City bylaw requesting the Province to levy the 3% MRDT in Richmond for the period July 1, 2022 to June 30, 2027 is a requirement of the City's application to the Province. Pending Council adoption of the proposed bylaw, staff will complete and submit the MRDT application to the Province.



Sherry Baumgardner
Tourism Development Liaison
(604-276-4103)

- Att. 1: Strategic Overview: 5-Year Tourism Plan
2: Municipal and Regional District Tax Imposition Bylaw No. 10269

Strategic Overview: 5-Year Tourism Plan

CITY OF RICHMOND, BC

2022-2027

THIS OVERVIEW WILL FORM PART OF
THE CITY OF RICHMOND'S MUNICIPAL
& REGIONAL DISTRICT TAX RENEWAL
APPLICATION



Image courtesy of Tourism Richmond

5 Year Strategic Overview

Designated Recipient: City of Richmond

Community: Richmond, BC

Date Prepared: June 1, 2021

MRDT Expiry Date: June 30, 2022

Five Year Period: July 1, 2022- June 30, 2027



Minoru Centre for Active Living

VISION

Richmond is a 'can't miss' part of the Metro Vancouver experience.

MISSION

Build Richmond's reputation and make it a desirable place to live, work and visit.

STRATEGIC CONTEXT

Tourism (the Visitor Economy) is vital for Richmond's economic success, and continues to be a sector of strategic priority.

In 2019, the value of the visitor economy in Richmond was over \$2 billion with all-time high visitations, record levels of airport traffic, a significant year over year increase in sport hosting events and a growing awareness of Richmond as a culturally diverse and vibrant city - with much to see and do.

It is estimated that tourism in Richmond will not fully recover from the impacts of the global COVID-19 pandemic until 2025-27. Potential restraints include a slow return to meetings, conferences and business travel; slow rebound and higher cost in air travel; and the luxury travel segment (one that might fuel a faster recovery) has not been a target market for Richmond.

5 Year Strategic Overview

STRATEGIC CONTEXT- CONTINUED

However, our visitor economy will recover over time, rebuilding on a solid foundation of tourism assets and partnerships.

- Richmond is home to the award-winning Vancouver International Airport, the second largest airport in Canada, and a primary source of visitors to Richmond.
- Over 4,800 hotel rooms with new hotel developments planned in the growing city core.
- Extensive outdoor activity space including trails, parks, and waterways.
- Diverse culture that can be experienced through the arts, events, an extensive variety of culinary experiences including the Richmond Night Market.
- The Richmond Olympic Oval, with a reputation for excellence, that attracts events from the region and around the world.
- Strong relationships within the tourism industry, local government and business community, plus a community tourism model between stakeholders that supports collaboration and coordinated efforts to create efficiencies and ensure maximum benefits.
- The historic fishing village of Steveston with two National Historic Sites, waterfront amenities and Fisherman's Wharf.
- A strong, unique and compelling destination brand – 'Pacific.Authentic.'

Moving forward we will recover stronger than ever based on our collective knowledge and what we have learned during the pandemic.

Due to COVID-19, the visitor economy has faced significant challenges but along with setbacks has come a shift in focus as locals rediscover their cities, their parks and attractions. This has reaffirmed the need for destination marketers to address the opportunity present in their backyards and to offer residents ongoing reasons to become reacquainted with their own city and become our best ambassadors.

The potential of pent up travel demand for leisure travel could bring increased numbers of day-trippers and multi-day travellers, who can appreciate the City's smaller scale, its wide-open spaces both on and off the waterfront; its urban meets rural vibe; and its many outdoor experiences.

5 Year Strategic Overview

STRATEGIC CONTEXT- CONTINUED

Visitors' preferences and increased desire for spending time outdoors can be met with Richmond's extensive cycling, walking and birding trails, Steveston heritage sites, public art trails, farm visits, parks and the popular McArthur Glen Designer Outlet Mall.

A majority of tourists, post pandemic, may be more socially and environmentally aware which suggests that industry can build back to be more sustainable, resilient and in keeping with what these travellers are seeking in a destination.

Based on customer data, we will continually learn and adjust our marketing and experience development and use our strong digital capabilities to identify and attract visitors.

Working with industry and partners, we will work to design and create new products, new attractions, and new opportunities for storytelling that will grow Richmond's reputation as a 'can't miss' part of Metro Vancouver.



Image courtesy of Tourism Richmond

5 Year Strategic Overview

OVERALL GOALS, OBJECTIVES AND TARGETS

1. Grow visitation and tourism revenues to pre-pandemic levels across all sectors of the industry.
2. Provide a foundation for the long-term sustainability of the visitor economy in Richmond. A key result is the creation of a 10-year Community Tourism Plan.
3. Establish Tourism Richmond as a top-5 destination management and marketing organization in Canada. This distinction will attract tourism businesses and increase support among residents and visitors.

STRATEGIES - KEY ACTIONS

Under the umbrella of a successful community tourism partnership model, Richmond will follow three key strategies:

1. Destination Marketing

2/3 of MRDT revenues are designated to destination marketing, programs and projects.

Key destination marketing actions include:

a) Community Building

- Engage residents for greater understanding of the value of tourism and its role in enhancing their life.
- Work with Partners to develop Richmond as a destination including a focus on food tourism, Steveston, and alignment with regional and provincial destination development initiatives.
- Provide a first-class destination experience whether visitors find us online, in person or through the development of a growing community of local cheerleaders.

b) Customer Engagement

- Evolve the 'Pacific.Authentic.' Richmond, BC brand to continually differentiate the destination and create an inclusive 'city' brand.
- Engage the community through a community-oriented 'city' brand.
- Data-driven digital marketing leadership to optimize efforts and collaborate in key initiatives such as Destination BC's Data Hub.
- Build on the successes of Team Richmond*; using a partnership strategy to uncover new opportunities.
- Create a unique identity in the meetings and conferences sector.

*refer to Tourism Richmond Strategic Plan

5 Year Strategic Overview

STRATEGIES - KEY ACTIONS

c) Sustainability

- Building long-term sustainable tourism that includes how we operate, how we increase positive resident sentiment, and how we define a roadmap of sustainable tourism development.

2. Richmond Sport Hosting (RSH)

Richmond Sport Hosting (RSH) – \$400,000 per year for 5 Years is designated to the Sport Hosting program to utilize Richmond's sport and recreation infrastructure and sport event expertise to attract sport events and grow sport tourism visitation.

The suspension of travel and sporting events due to COVID-19 in 2020-2021 interrupted banner event years for RSH. Subsequent years will focus on adapting to a changed sport event landscape and rebuilding the RSH model of success.

Key sport hosting actions include:

- Strengthen stakeholder relationships to target, equip, and support sport organizations' hosting opportunities while adapting to health and safety orders and guidelines.
- Provide financial support to event rights holders through the Richmond Sport Hosting Incentive Grant Program and assist in identifying additional revenue streams such as grants, public funding, and private local business sponsorship.
- Promote Richmond's full-service ecosystem as a competitive advantage in sport event planning by highlighting its differentiation through infrastructure, facilities, and amenities.
- Provide innovative solutions to emerging sport and social trends with a focus on sustainability and community legacy impact.
- Collaborate with Tourism Richmond and partners to build memorable "Pacific. Authentic." experiences that engage event participants and encourage return visits to Richmond.

5 Year Strategic Overview

STRATEGIES - KEY ACTIONS

3. Destination Development Initiatives

1/3 of MRDT, less Provincial Tourism Events Program and Richmond Sport Hosting Program contributions, is designated for destination enhancement initiatives including investments in and operation of tourism attractions, major events, tourism product development and direct sales.

a) Invest in Richmond attractions and the visitor experience.

a.1) Support Steveston Heritage Sites' 'Destination Development Plan' to position the City-owned Steveston heritage sites (which includes Britannia Shipyards National Historic Site) as significant attractions for the tourism market, driving visitation to Steveston and Richmond.

- Enhance the offer of the Steveston Heritage Sites for tourism markets with expanded programming, revitalized heritage assets and improved visitor amenities.
- Improve market presence including new marketing promotional plan and materials, re-branding of sites and travel trade engagement.
- Identify opportunities for revenue generation to augment current funding programs.
- Cultivate partnerships to support tourism marketing and products.

a.2) Increase and promote connectivity to and within Richmond (e.g. Discovery Shuttle program that was test piloted in 2019).

b) Build on Richmond's advantage to attract events and visitors.

- Support partnerships to attract events (sport, conference, tradeshow etc) that may require financial sponsorship to choose Richmond.
- Support direct sales efforts that may include contracted sales people in selected locations (e.g. China) to promote Richmond in that region.
- Support promotional programs to incentivize visitation and hotel stays.

5 Year Strategic Overview

BRAND POSITIONING

RICHMOND IS A COASTAL GETAWAY WHERE CHARACTER AND CULTURE CONVERGE.

Richmond's destination brand is defined by the dynamic convergence of Pacific cultures and authentic Canadian coastal experiences. It has energy and experiences that come from bringing difference cultures together and mixing natural wonders with a dynamic urban landscape. The brand is based on two key elements – true discovery and real character.

- True Discovery: The uncovering of authentic and diverse experiences – cultural, historic, spiritual, culinary, athletic, and artistic. Intriguing, surprising and adventurous.
- Real Character: The appeal of Richmond's real, raw, working people and places of Richmond. Approachable, helpful and connecting.



Image courtesy of Tourism Richmond

CNCL-78

5 Year Strategic Overview

TARGET MARKETS

The target audience, using Destination Canada's Explorer Quotient segmentation framework is the **Authentic Experienter**. These understated travellers look for authentic, tangible engagement with the destinations they visit, with a particular interest in understanding the history of the places they visit. They have a strong sense of Duty, it is important to them to be responsible, upstanding citizens. They are rational, independent thinkers, who support Multiculturalism and appreciate Culture Sampling, showing a tendency to incorporate foreign cultures into their lives.

The Authentic Experienter segment provides the best opportunity due to its large size and above average spending per trip, and an excellent fit with Richmond's tourism assets.

Key geographic markets being targeted are listed below. As international travel resumes and tourism recovers, additional international markets (for example in Asia) will be added.

- Washington State: Focus on the key market of Seattle.
- British Columbia: BC outside of Metro Vancouver, with a focus on Vancouver Island and the Interior.
- Metro Vancouver residents, especially residents of Richmond.
- Prairies (Alberta / Saskatchewan / Manitoba) and Territories (Yukon/NWT).

MANAGEMENT, GOVERNANCE + ADMINISTRATION

The MRDT in Richmond is implemented through the following partnership model:

a) MRDT Funds Governance – City of Richmond and the Richmond Hotel Association (though a 5-year legal agreement coinciding with the MRDT term).

b) MRDT Funds Administration – City of Richmond.

c) MRDT Funds Management – Tourism Richmond (Destination Marketing portion through a 5-year service agreement coinciding with the MRDT term), City of Richmond (Sport Hosting portion). City of Richmond and the Richmond Hotel Association (Destination Enhancement Initiatives portion under the 5-year agreement referenced in a) above.

5 Year Strategic Overview



SOURCES OF FUNDING

Additional sources of funding for Richmond tourism initiatives include:

Private sources – advertising and other sources for Tourism Richmond operations; private contributions and sponsorship for Sport Hosting events and programs; Richmond Hotel Destination Marketing Association's Destination Marketing Fee.

Public Sources – the City of Richmond contributes ongoing capital investment to tourism infrastructure including the Steveston Heritage Sites, Richmond Olympic Oval, Public Art and trails expansion. The city also provides base operational funding for the Steveston Heritage Sites. Tourism grants and other ad-hoc funding is applied for and realized each year.

AFFORDABLE HOUSING

The Richmond Affordable Housing plan directs MRDT revenue from Online Accommodation Platforms (OAP) to the Richmond Affordable Housing Strategy.

Over the 5-year period of 2022-2027 the anticipated MRDT from OAP is forecasted to be approximately \$1 million. This will be applied to the implementation of the Council adopted Richmond Affordable Housing Strategy as the amount is not sufficient to fund a singular Affordable Housing project.



Municipal and Regional District Tax Imposition Bylaw No. 10269

The Council of the City of Richmond enacts as follows:

- 1) The Lieutenant Governor in Council is hereby requested to issue a regulation under Section 123(1) of the *Provincial Sales Tax Act* in respect to imposing a tax on accommodation purchased within the whole of the City of Richmond from and including July 1, 2022 to and including June 30, 2027.
- 2) The tax to be imposed under the provisions of the regulation referred to in Section 1 of this Bylaw is requested to be three percent of the purchase price of the accommodation.
- 3) Except as provided in Section 4, the purposes for which the amount paid to the City of Richmond out of the revenue collected from the tax to be imposed under the provisions of the regulation referred to in Section 1 of this Bylaw may be expended are:
 - a) tourism marketing, programs and projects;
 - b) sport hosting marketing, programs and projects; and
 - c) destination enhancement initiatives including investments in the operation of tourism attractions; major events; tourism product development; and direct sales.
- 4) The amounts paid to the City of Richmond out of the revenue collected from the tax imposed on purchases through online accommodation platforms may be expended on affordable housing initiatives.
- 5) This Bylaw is cited as “**Municipal And Regional District Tax Imposition Bylaw No. 10269**” and is effective July 1, 2022.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

CITY OF RICHMOND
APPROVED for content by originating dept.
KF
APPROVED for legality by Solicitor
LB



City of Richmond

Report to Committee



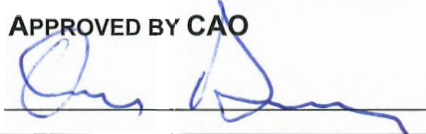
To:	General Purposes Committee	Date:	June 14, 2021
From:	Jason Kita Director, Corporate Programs Management Group	File:	01-0005-01/2021-Vol 01 ✓
Re:	Council Strategic Plan 2018-2022: 2019/2020 Update		

Staff Recommendation

1. That the report titled, "Council Strategic Plan 2018-2022: 2019/2020 Update" dated June 14, 2021, from the Director, Corporate Programs Management Group, be received for information; and
2. That the attached report titled, "Council Strategic Plan 2018-2022: Achievement Highlights for 2019/2020" (Attachment 2) be made available for download on the City of Richmond website.

Jason Kita
Director, Corporate Programs Management Group
(604-276-4091)

Att. 2

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Arts, Culture & Heritage	<input checked="" type="checkbox"/>	
Building Approvals	<input checked="" type="checkbox"/>	
Business Licences	<input checked="" type="checkbox"/>	
City Clerk	<input checked="" type="checkbox"/>	
Communications	<input checked="" type="checkbox"/>	
Community Bylaws	<input checked="" type="checkbox"/>	
Community Safety Administration	<input checked="" type="checkbox"/>	
Community Social Development	<input checked="" type="checkbox"/>	
Customer Service	<input checked="" type="checkbox"/>	
Development Applications	<input checked="" type="checkbox"/>	
Economic Development	<input checked="" type="checkbox"/>	
Emergency Programs	<input checked="" type="checkbox"/>	
Engineering	<input checked="" type="checkbox"/>	
Facility Services & Project Development	<input checked="" type="checkbox"/>	
Finance Department	<input checked="" type="checkbox"/>	
Fire Rescue	<input checked="" type="checkbox"/>	
Human Resources	<input checked="" type="checkbox"/>	
Information Technology	<input checked="" type="checkbox"/>	
Intergovernmental Relations & Protocol Unit	<input checked="" type="checkbox"/>	
Parks Services	<input checked="" type="checkbox"/>	
Policy Planning	<input checked="" type="checkbox"/>	
Public Works	<input checked="" type="checkbox"/>	
RCMP	<input checked="" type="checkbox"/>	
Real Estate Services	<input checked="" type="checkbox"/>	
Recreation & Sport Services	<input checked="" type="checkbox"/>	
Sustainability & District Energy	<input checked="" type="checkbox"/>	
Transportation	<input checked="" type="checkbox"/>	
REVIEWED BY SMT	INITIALS:	APPROVED BY CAO
		

Staff Report

Origin

On June 24, 2019, Council adopted the Council Strategic Plan 2018-2022, which identifies the collective strategic focus and priorities for Richmond City Council for this term of office. The plan reflects Council's desire for proactive and forward-thinking leadership that remains rooted in Richmond's distinct history and identity.

The setting of a strategic plan is an integral process to establish the strategic vision for Council and allows the City to accomplish a visionary agenda set by Council while also being flexible and responsive to new opportunities, issues, and circumstances that may emerge during the term.

Once established, City work plans align with the outcomes identified in the strategic plan in order to achieve a productive and successful term of office. The strategic plan is reviewed on a regular basis for progress and to ensure it continues to remain current and relevant to community needs.

Analysis

Council adopted eight strategic focus areas in the Council Strategic Plan 2018-2022 with additional priorities identified for each focus area.

The eight strategic focus areas include:

1. A Safe and Resilient City - *Enhance and protect the safety and well-being of Richmond.*
2. A Sustainable and Environmentally Conscious City - *Environmentally conscious decision-making that demonstrates leadership in implementing innovative, sustainable practices and supports the City's unique biodiversity and island ecology.*
3. One Community Together - *Vibrant and diverse arts and cultural activities and opportunities for community engagement and connection.*
4. An Active and Thriving Richmond - *An active and thriving community characterized by diverse social and wellness programs, services, and spaces that foster health and well-being for all. .*
5. Sound Financial Management - *Accountable, transparent, and responsible financial management that supports the needs of the community into the future.*
6. Strategic and Well-Planned Growth - *Leadership in effective and sustainable growth that supports Richmond's physical and social needs.*
7. A Supported Economic Sector - *Facilitate diversified economic growth through innovative and sustainable policies, practices and partnerships.*

8. An Engaged and Informed Community - *Ensure that the citizenry of Richmond is well-informed and engaged about City business and decision-making.*

To-date during this term of office, many achievements were made to advance these eight strategic focus areas and related priorities. Notably, the City was recognized with a number of awards in 2019 and 2020, as listed in Attachment 1. These awards reflect the City's forward-thinking leadership in municipal government, as guided by Council's strategic vision for Richmond.

Substantial work was completed under the direction of Council thus far this term, including a number of new initiatives resulting from the COVID-19 pandemic. This included the presentation of 913 staff reports collectively in 2019 and 2020 that address matters related to a strategic focus area, as well as a high volume of memos drafted as a result of the COVID-19 pandemic. The Council Strategic Plan 2018-2022: Achievement Highlights for 2019/2020 report (Attachment 2) provides an overview of the progress made in the two-year period.

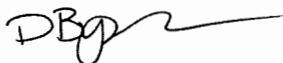
Staff recommend that the Council Strategic Plan 2018-2022: Achievement Highlights for 2019/2020 report be made available for download on the City of Richmond website.

Financial Impact

None.

Conclusion

The Council Strategic Plan 2018-2022 forms the basis of a focused and productive work program for the City's operations and services. The attached report provides Council with an update on the work that was completed in 2019 and 2020 to advance the eight key focus areas identified in the plan. Staff recommend that the attached report be made available for download on the City of Richmond website.



Daisy Byrne
Program Manager, Corporate Programs Management Group
(604-204-8683)

DB:db

Att. 1: City of Richmond 2019/2020 Awards and Recognition

Att. 2: Council Strategic Plan 2018-2022: Achievement Highlights for 2019/2020

City of Richmond 2019/2020 Awards and Recognition

The City of Richmond was recognized with a number of awards in 2019 and 2020, including the following:

- Canadian Association of Municipal Administrators (CAMA) Environment Award for the City's District Energy Implementation Program in 2019.
- Canadian Association of Municipal Administrators (CAMA) Professional Development Award for the City's Engineer-in-Training Program in 2020.
- Government Finance Officers Association (GFOA) of the United States and Canada Canadian Award for Financial Reporting and Outstanding Achievement in Popular Annual Financial Reporting Award for the City's 2017 and 2018 annual reports in 2019 and 2020.
- Association of Energy Engineers (AEE) Canada Region Energy Project of the Year Award for the Alexandra District Energy Utility (ADEU) project in 2019.
- The Energy Globe Foundation Canadian Energy Globe National Award for the Lulu Island Energy Company's ADEU Smart Centres Expansion in 2020.
- International District Energy Association 2020 IDEA Innovation Award for the Lulu Island Energy Company's ADEU Smart Centres Expansion in 2020.
- Union of BC Municipalities (UBCM) Community Excellence Award – Excellence in Governance for the 2017–2022 Richmond Child Care Needs Assessment and Strategy in 2019.
- BC Environmental Managers Association Technological Innovation Award for the implementation of a simplified non-storm water discharge management program in 2019.
- Public Works Association of BC Public Works Week Community Celebration Award for a population over 100,000 for the Public Works Open House in 2019.
- Community Energy Association Climate & Energy Action Award for the City's first-of-its-kind Electric Vehicle (EV) infrastructure requirement in 2019.
- Homebuilders Association of Vancouver Ovation Award for Best Multi-Family High-Rise Development for the Storeys affordable housing project in 2019.
- BC Recreation and Parks Association (BCRPA) Facility Excellence Award for projects with a capital cost less than \$1 million for the Edwardian Cottage at Terra Nova Rural Park in 2020.

Attachment 1

- Institute of Transportation Engineers – Greater Vancouver Section Mavis Johnson Award for Road Safety Project of the Year in the Greater Vancouver area for the City’s Network Screening Study in 2020.
- Association of Consulting Engineering Companies BC Award of Merit for the Britannia Shipyards National Historic Site Flood Protection Improvements Project in 2019.
- Firehouse Magazine Station Design Award notable design mention for Brighthouse Fire Hall No. 1 and Cambie Fire Hall No. 3 and Ambulance Station No. 250 in 2019.
- Canadian Alliance of Chinese Associations Public Safety Contribution Award for Richmond Fire-Rescue’s contributions to public safety in 2019.
- Government Fleet Magazine Notable Fleets Certificate of Achievement for the City’s fleet innovation and leadership in 2020.



Council Strategic Plan 2018–2022:

Achievement Highlights for 2019/2020



Richmond City Council

Front Row (Left to Right):

Councillor Michael Wolfe, Councillor Bill McNulty, Mayor Malcolm Brodie, Councillor Linda McPhail, Councillor Kelly Greene (resigned November 2020)

Back Row (Left to Right):

Deputy Fire Chief Kevin Gray (Richmond Fire-Rescue), Councillor Harold Steves, Councillor Carol Day, Councillor Chak Au, Councillor Alexa Loo, Constable Leah Riske (Richmond RCMP)

City of Richmond Council Strategic Plan 2018–2022

The Council Strategic Plan 2018–2022 identifies the collective strategic focus and priorities for Richmond City Council for this term of office. The plan reflects Council's desire for proactive and forward-thinking leadership that remains rooted in Richmond's distinct history and identity.

Council adopted eight strategic focus areas for the 2018–2022 term with additional priorities identified for each focus area. The Council Strategic Plan allows the City to accomplish a visionary agenda set by Council while also being flexible and responsive to new opportunities, issues, and circumstances that may emerge during the term.

This mid-term report provides highlights of achievements made towards the advancement of the Council Strategic Plan 2018–2022 strategic focus areas in 2019 and 2020.





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Together by David Jacob Harder at Minoru Centre for Active Living **CNCL – 93**

1. A Safe and Resilient City



Enhance and protect the safety and well-being of Richmond.

Richmond is a safe community, and ensuring that it remains safe is a top priority for Council. This term, a focus is placed on enhancing safety services and partnerships to ensure the City can continue to respond quickly and effectively to community needs. Council is committed to future-proofing Richmond's infrastructure and maintaining effective networks that are essential to a safe community. These measures will support preparation and ensure Richmond is ready in the event of a disaster or emergency of any kind. Coming together as a community to plan for emergencies is a priority and will help to ensure Richmond remains resilient.

Priorities include:

- 1.1 Enhance safety services and strategies to meet community needs.
- 1.2 Future-proof and maintain city infrastructure to keep the community safe.
- 1.3 Ensure Richmond is prepared for emergencies, both human-made and natural disasters.
- 1.4 Foster a safe, caring and resilient environment.

1. A Safe and Resilient City

1.1 Enhance safety services and strategies to meet community needs.

Council approved the addition of fire and police safety personnel and improved training and equipment replacement programs as well as updates to policies and bylaws.

Council continues to implement their Safe Community Strategy which will include a total of 107 new positions when it is fully executed. Richmond Fire-Rescue hired 24 additional firefighters through the 2019/2020 Recruitment Cycle as a part of the Council-adopted strategy to hire 36 additional firefighters over three years.

An additional 19 police officers and 10 municipal employees were added to Richmond's RCMP Detachment as a part of the Council-adopted Safe Community Strategy to increase the RCMP complement by 51 additional police officers and 20 municipal employees. The added resources will help the Richmond RCMP to continue to effectively manage caseloads, further crime reduction initiatives, continue community outreach and support current and future policing priorities identified by Council.

Community outreach initiatives included:

- The Community Safety App (the App) was launched in May 2020 and allows users to stay connected, informed and engaged with the Richmond RCMP from the convenience of a mobile device. The App includes information such as crime prevention program resources, criminal activity maps, news releases and emergency alerts. The App also provides Richmond residents and businesses the ability to report a crime, commend an officer or file a complaint.
- The Richmond RCMP Economic Crime Unit conducted fraud awareness outreach to business operators and provided posters and stickers for businesses to place near Bitcoin machines, gift card carousels or tills as a warning to potential victims of fraud.
- The Richmond RCMP continued to deliver the Drug Abuse Resistance Education (D.A.R.E.) program to all grade 5 students in Richmond as part of its comprehensive youth education and outreach initiatives. Over 1,500 students a year participate in DARE, which have continued through virtual lessons during the COVID-19 pandemic.
- Proactive programs continued to enhance the Richmond RCMP's ability to build on positive community relationships and foster further public trust in local policing.
- In support of cultural harmony and diversity, the RCMP launched a Diversity and Inclusion initiative in 2020, which has provided diversity training and support resources

for staff. In addition, the RCMP conducted a variety of community awareness initiatives, including the Safe Place Program, Project Rainbow and Hate Has No Place posters campaign. The Richmond RCMP also initiated outreach to local religious communities and introduced regular police patrols for places of worship in 2019. These regular contacts built trust while offering assurance and safety to members of the faith communities.

- Richmond Fire-Rescue continued to action the Council approved "Community Outreach and Public Education Plan" (COPEP) through the implementation of a new interactive website. The new website (firerescue.richmond.ca) links the public to all of the services fire has to offer in one place for easy access.
- Richmond Fire-Rescue moved the public education program into the virtual realm through the use of Facebook, Instagram and blogs to reach the community in an efficient and effective manner.

Residential break-and-enter crimes decreased by 28% in 2019 and 21% in 2020. Theft from vehicles decreased by 8% in 2019 and 18% in 2020.

Richmond made amendments to the Unsightly Premises Bylaw No. 7162 which allows the City to strengthen its bylaw and enforcement provisions. The defined terms for unsightliness related to noxious weeds, derelict vehicles, discarded materials, and garbage were expanded. The minimum timeline for compliance was also reduced from 14 days to 10 days and the minimum fine for court prosecutions was set to \$1,000. It is anticipated that these changes will provide enforcement staff additional means to gain compliance within a timely matter.

The City implemented a drone inspection program for a variety of applications including asset inspections, public engagement, project tracking and emergency response. Aerial inspections allow staff to access locations that would previously be difficult to access and mitigate potential hazards by eliminating the need to physically climb on to areas that could have potential fall risks. Data gathered from drone flights is stored for future use, allowing for data comparison and analysis to identify potential deficiencies in City assets, as well as use in future public outreach.

The City became a member of the British Columbia Crime Prevention Association (BCCPA) to participate in the Stolen Auto Recovery (SAR) program. The partnership program involves the BCCPA, RCMP, ICBC, and Canadian Police

Information Centre (CPIC) and assists to identify stolen vehicles. Information is updated daily and shared to officers in the field.

In an effort to continually improve the response time to emergency calls for Richmond Fire-Rescue, a turnout time study and analysis was conducted in 2019 at one of the fire halls. The study resulted in an updated working methodology that can be applied to all fire halls.

In British Columbia, the Office of the Fire Commissioner sets the competency standards for the fire service through the BC Structure Firefighter Competency and Training Playbook (Playbook). Within the Playbook, Richmond Fire-Rescue is a "Full Service" fire department which requires suppression staff to operate at a very high competency level. To ensure the department was prepared to receive and train 36 additional firefighters (along with the replacement of retiring firefighters) the department went through a comprehensive process of: reviewing and upgrading all fire suppression training material; training and testing all current staff in the most advanced emergency response skills and finally training the newly hired staff in order to meet 100% compliance with the standards of firefighting competencies established by the Office of the Fire Commissioner and to ensure that the City remains safe.

The City's procedures for identifying contaminated sites at the time of various development permit related applications was updated and improved, resulting in greater adherence to senior regulatory requirements and less potential exposure to contaminants by Richmond residents.

The City pre-treated and/or de-iced 44,700 lane km during the 2019/20 winter season.



Winter Road Maintenance Program

1.2 Future-proof and maintain city infrastructure to keep the community safe.

The Flood Protection Management Strategy, updated in 2019, identifies the importance of proactive prevention and emphasizes the need to research, plan, design, and implement a world-class Flood Protection Management Strategy to safeguard Richmond's infrastructure and enhance community safety. In 2019, the City completed grant-funded work worth a total of \$11.2 million. As a result of proactive flood protection planning efforts, the City was also successful in securing approximately \$13.8 million in senior government grant funding through Infrastructure Canada's Disaster Mitigation and Adaptation Fund, which will go towards implementing dike and pump station improvements. In addition, the City secured \$750,000 from the Union of BC Municipalities (UBCM) Community Emergency Preparedness Fund (CEPF).



South dike upgrade from Gilbert Road to No. 3 Road Trail

Significant work was completed as part of the City's ongoing efforts to protect Richmond from potential flooding. Initiatives include:

- Dike Master Plan Phases 3 and 5 were completed as a part of area-specific plans to upgrade the City's perimeter dike to stay ahead of climate change induced sea level rise, including:
 - ♦ Construction for the upgrade of the South Dike between Gilbert Road and No. 3 Road was completed. The dike was raised approximately 1.6 m vertically to 4.9 m and widened to protect against climate change induced sea level rise. The existing drainage canal was also relocated further inland to improve stability of the dike. Upgrades included an improved multi-use path to enhance the safety and accessibility of pedestrians and cyclists.
 - ♦ Design for dike upgrades along the South Dike between No. 3 Road and Finn Slough and between No. 9 Road and west of McMillan Way was completed.
 - ♦ The rearmouring of 1.7 km of dikes with 11,500 tonnes of rip-rap was completed.

1. A Safe and Resilient City

- The Steveston Island Flood Risk Assessment and Sea Gates Concept Study was completed to assess the alternative dike alignment proposed in Dike Master Plan Phase 1.
- The Drainage Pump Station Condition Assessment report was finalized. This report updates the 2003 version and strengthens the City's preventative and responsive flood management approach.
- Significant progress was made in upgrading the City's drainage pump stations to accommodate growth and climate change, including:
 - Re-construction of the Shell Road North Pump Station and No. 7 Road South Pump Station began and the Horseshoe Slough Pump Station was completed.
 - Design for the Steveston Highway at No. 3 Road Pump Station and the Steveston Highway at Gilbert Road Pump Station began and the No. 2 Road South Pump Station was completed.
- Phase 1 of the Burkeville Area Drainage, Watermain and Sanitary Sewer Upgrades project was completed. This project upgrades the City's storm sewer capacity and ageing watermain and sanitary sewers. The project will be completed in phases over 5 to 10 years, with Phase II underway.

*New infrastructure constructed in 2020 included:
5.6 km of watermains, 2.2 km of sanitary sewers,
4.4 km of storm sewers and 650 m of dike raising.*

The enhanced City Centre Community Police Office (CPO) renovation was completed in February 2020. Located at 6931 Granville Avenue, the re-purposed facility was designed with dual security zones, the first of its kind in British Columbia, allowing for 24-hour police operations and civilian crime prevention programs. This enhancement improves response time, police presence in the downtown core, and deployment of police services in Richmond.



Richmond City Centre Community Police Office

The City increased the testing frequency of the ammonia detectors in City facilities to improve public worker and occupant safety. Minoru Arenas and the Richmond Ice Centre were upgraded to include low charge ammonia systems that serve as an early warning for any issues that may arise and uninterrupted power supply (UPS) for the ammonia detectors in the case of a power failure. Staff from Community Services, Richmond Fire-Rescue, and the Richmond Olympic Oval participated in an extensive safety training workshop on implementing emergency response plans and to prepare for the unlikely event of a "live-fire."



Richmond Ice Centre

Asbestos, lead and mold assessments were conducted throughout City facilities, resulting in the completion of abatement initiatives to ensure user safety and to meet best practices for City infrastructure. Security measures in City facilities were also reviewed, with subsequent upgrades completed to ensure City infrastructure is kept safe.

Configuration changes and site improvements were made at the Richmond Recycling Depot to update ageing infrastructure and improve operations. The improvements include a new site layout, a classroom for depot tours and recycling workshops, expansion of the hazardous waste materials area inclusive of tent covering, a new steel awning spanning the centralized large recycling bins and new heavy equipment.

Dock safety improvements were made to the Imperial Landing Pier and Floating Dock in 2019. Life rings, dock safety ladders, and fire extinguishers were installed to improve user safety on the dock for both pedestrian foot traffic as well as recreational boat users. In 2020, a kayak launch was installed to allow for safer and easier entry and exit into the water.

In 2019, the sanitary sewer infrastructure monitoring of grease accumulations was updated as part of a base-lining program. This initiative provides a “heat map” of accumulations to assist in the prevention of infrastructure breaks or other impacts in the future.

1.3 Ensure Richmond is prepared for emergencies, both human-made and natural disasters.

The City facilitated 10 inter-departmental and inter-agency emergency training exercises in 2019. These exercises brought together up to 30 response partners to foster and maintain regional joint readiness and helped to ensure the City remains prepared to effectively respond to and recover from significant emergencies.

The City hosted a training program for over 250 staff in order to be responsive to any unforeseen safety threats in public facilities. Training involved assessing levels of threat, making safe and effective choices in response to potential dynamic and real life situations, and helping to keep community members and staff in public facilities safe.

The City provided Emergency Support Services to 218 individuals displaced from their homes during fires and other sudden emergencies in 2019/2020. The City partnered with the Canadian Red Cross for Emergency Support Service response, which allows the City to access and leverage a wider network of resources.

In 2020, the City implemented an Emergency Support Services digital evacuee registration and referral tool as part of Emergency Management BC’s Emergency Support Services Modernization project. The tool provides the capability for the City to provide services remotely, creating further efficiencies such as reducing wait times for services and allowed for virtual coordination for resources.

Following the extensive damage caused by wildfires in 2018, Richmond Fire-Rescue, in collaboration with WASP Manufacturing, designed a Structure Protection Unit Type II Trailer (SPU) in alignment with requirements set by BC Wildfire Service to protect Richmond against wildfire threat. The SPU enhances Richmond Fire-Rescue’s capacity to transport equipment in areas that would be inaccessible by traditional fire vehicles. The trailer passed inspection in April 2020 for use in preparation for the wildfire fire season. A two-phase wildfire training program was also provided to fire suppression staff focused on deployment in a wild fire emergency situation and on safe use of the SPU vehicle.

In 2019 there was a 28% decline in cigarette fires from the previous year, and a 54% decline in 2020.

Richmond supported the Greater Vancouver Integrated Response Plan’s expanded coverage, which now includes the City of Richmond. This process involved working with the Marine Emergency Response Coordination Committee (MERCC) to accurately communicate the City’s role, capabilities and equipment in order to align a regional response in the event of a water-based incident.

The City participated in the Metro Vancouver regional exercise for Disaster Debris Management as part of a continuous review of regional emergency management response and coordination in the event of an emergency. The exercise resulted in a number of learnings and best practices that would be invaluable in a real disaster.

The City’s Hazard, Risk, and Vulnerability Assessment (HRVA) was reviewed and updated. The HRVA is a foundational emergency planning tool for improving emergency preparedness and will be foundational in the upcoming review and updates to the City’s Emergency Management Plan and all related sub-plans, further improving the City’s resilience to disasters of all shapes and sizes.

The City developed a robust, three-pronged Hazardous Materials and Dangerous Goods Management program, encompassing compliance monitoring, training and procedural development and documentation. This initiative not only ensures the City meets its compliance obligations, but also reduces the use of hazardous waste in the workplace while mitigating the potential for safety-related incidences. This program sets a standard that complies with and exceeds regulatory requirements and best management practices.

The City launched a new cloud-based “RichmondBCAlert” emergency notification system with increased capabilities in notification reach and resilience. The new system was tested for internal use and was used as part of BCShakeOut earthquake preparedness initiative. The next phase of the project will make the alert system available to the public.

The City installed cellular backup communications to fire and security systems throughout City buildings to ensure safety systems can communicate in the event of an emergency. The cellular backup systems can communicate with monitoring stations if landlines or internet connections become unavailable.

1. A Safe and Resilient City

1.4 Foster a safe, caring and resilient environment.

During the 2019/2020 snow season, 21 volunteers shoveled snow from sidewalks and driveways of at-risk residents through the Snow Angels Program.

In 2020, the City was awarded \$75,000 from the Federation of Canadian Municipalities' Green Municipal Fund to support its ongoing work on the Mitchell Island Environmental Stewardship Initiative. The initiative, which began in the spring of 2019, identifies ways to protect and maintain the environment on the island which is located on the ecologically sensitive Fraser River Estuary and is one of Metro Vancouver's major industrial hubs. The City hosted environmental stewardship information sessions for businesses and regular meetings with partner Federal, Provincial, and regional regulators for the Mitchell Island Stewardship Program to encourage compliance with environmental best practices. Environmental storm water monitoring results showed measurable improvements in water quality parameters since the program initiation.

The Richmond RCMP, in collaboration with Vancouver Coastal Health, launched the Fox 80 Mental Health Car (Fox 80) to provide a joint-response to mental health-related calls for service in Richmond. Fox 80 provides assistance to frontline policing units by conducting wellness checks and police apprehensions under the Mental Health Act. This program serves to enhance current services in the community and ensure the efficient and effective use of police resources.

The safety and security of all community members is a top priority for Council, and working with other organizations allows for a wider reach on safety issues. For example:

- The City worked with community organizations such as S.U.C.C.E.S.S. and Chinese Christian Mission to ensure that emergency preparedness information is translated and preparedness presentations are updated with cultural considerations. In 2020, an online course for the Resilient Richmond Community Program was developed to provide the Richmond community with multi-linguistic emergency preparedness information and tools.
- Richmond Fire-Rescue partnered with local faith groups to provide on-site fire safety education materials at religious events including the annual Burning of the Chometz at Brighthouse Fire Hall No.1 as part of the Jewish Passover celebrations and the Lingyen Mountain Temple 20th anniversary event for a 500-year-old ceremonial burn.
- Richmond Fire-Rescue collaborated with local health groups to carry out home inspections for vulnerable seniors to address safety risks. Seniors and their support person were provided a checklist to address any safety concerns that would be reviewed by a representative of the local health group on a subsequent visit.
- The RCMP Vulnerable Persons Unit, Community Bylaws, Richmond Fire-Rescue and the Ministry of Social Development Outreach Program work collaboratively to respond to calls-for-service related to homeless camps on public property and individuals living in vehicles. As part of this effort, in 2019/2020 the City conducted outreach and distributed resource guides to support the health and safety of vulnerable persons in the community.

The City implemented a new licencing and enforcement procedure for boarding and lodging programs to curb illegal short-term rentals in Richmond. The new measures brought Richmond in line with best practices in regulating short-term rental properties, ensuring adequate long-term rental supply and curbing nuisances such as "party houses".

The City and Richmond RCMP updated the Positive Ticket program for youth, providing more opportunities for youth to get involved in recreational activities. The original initiative, launched in 2001, encourages positive behaviours in the community by "getting caught doing something right." Recent updates to the program include a new ticket design, the addition of free access to fitness drop-ins and youth open gyms at community centres and to the Richmond Olympic Experience at the Richmond Oval, in addition to the original offerings of swimming, skating and entry to the West Richmond Pitch 'n' Putt.

On June 22, 2020, Council passed the Amended Traffic Bylaw No. 5870 prohibiting the use of engine brakes on municipal roads in Richmond to reduce noise pollution.

The City developed and implemented an advertising ban on vaping and vaping-related products on City property and City-maintained infrastructure. Richmond was among the first municipalities to do so in Canada.

1. Maintaining a Safe and Resilient City During the COVID-19 Pandemic

When the COVID-19 pandemic reached Richmond, a number of safety programs and strategies were put in place that guided the City's response. Throughout 2020, the following measures enhanced Richmond's ability to meet community needs and remain safe and resilient:

- Council declared an emergency, which provided Council the authority to quickly and effectively address emerging issues as a result of the COVID-19 pandemic and make decisions in the best interest of Richmond.
- Community facilities and amenities were temporarily closed, including City Hall, the Public Works Yard, community centres, pools and arenas, arts, culture and heritage sites, and park and sport amenities where it would be difficult to maintain physical distancing. Many programs and services were transitioned online to continue to meet the needs of the community.
- Council endorsed the City of Richmond Plan for the Restoration of Programs and Service Affected by the COVID-19 Pandemic (the Restoring Richmond Plan). This plan guided the restoration of programs and services along a continuum of five steps from lower risk, lower potential for exposure, to higher risk, higher impact services from the perspective of health outcomes, financial realities, and public expectations.
- In coordination with the Restoring Richmond Plan, several upgrades and modifications were completed in civic facilities. For example:
 - Touchless automatic door openers were installed in select facilities to decrease the need for high-touch surfaces.
 - HVAC systems were switched to 100% outside air where possible for improved air ventilation and filters were upgraded at select facilities
 - In preparation for re-opening, facilities adjusted their floor plans to ensure participants are able to maintain physical distancing.
- A number of plans and protocols were established to reduce the risk of spread of COVID-19 and to prioritize the health and safety of City facility users. This included the Pandemic Exposure Control Plan, COVID-19 Safety Plans for all civic facilities, and updated plans and guidelines to provide continuity of services while remaining adaptable to the pandemic.

In the community, a number of initiatives were implemented to prevent the spread of the virus in public spaces:

- The City proactively took an "education first" approach to supporting the public health messaging and orders during the early days of the COVID-19 pandemic. From April to October 2020, the Community Ambassador program was launched to provide community outreach regarding the provincially and federally mandated Public Health Orders and guidelines to prevent the spread of the COVID-19 virus in the community. Over 150 City staff were redeployed from all departments in the City to patrol parks, outdoor facilities and businesses to provide information on Public Health Orders and to educate the public on proper physical distancing guidelines.

- Temporary road changes were implemented in Steveston Village to provide increased space for physical distancing, with the addition of supplementary signage, electronic display boards, wayfinding kiosks, and planters.
- Coin payments for pay parking were disabled and pay-by-plate and pay-by-phone options were enabled on all City parking meters.
- Over 2,500 physical distancing and COVID-19 messaging signs were installed throughout various park amenities.
- Pedestrian pushbuttons were automated at 25 high-use intersections.

In partnership with Vancouver Coastal Health, the City opened a drive-thru COVID-19 Assessment Centre with the goal of increasing community assessment and testing to the general public. Located on City property at the Minoru Park Gilbert Road South parking lot, it provided a central location to ensure all Richmond residents could more easily access free, drive-thru testing and to support early identification and prevention of community spread. With the assistance of the City, Vancouver Coastal Health relocated the Assessment Centre to a site near YVR Airport in November, offering a larger space and enhanced access for testing.

In alignment with the City's Digital Strategy, online service options were launched or enhanced to ensure business continuity while protecting the health and safety of the public and staff. Some examples include:

- The City enhanced and expanded the electronic building permit submission system to accept applications, process, and issue permits electronically, and introduced measures to conduct inspections in a safe manner.
- An online procurement platform was launched to connect buyers and suppliers and facilitate online bidding by enabling vendors to submit responses to opportunities directly through an online portal.
- In the MyRichmond portal, the MyHome section was enhanced to provide the public with additional transaction details and history related to payments for taxes and utilities.
- To facilitate remote service delivery, online collaboration and web-conferencing tools were launched and systems were implemented to enable staff to securely connect and operate fully from remote locations in accordance with recommendations from public health officials.
- A number of internal business processes were digitized to enable streamlined efficiencies within the City in the pursuit of providing the best service to the community and customers.

The Richmond RCMP re-imagined the delivery of public outreach programs in alignment with health and safety protocols. The Victim Services and Youth Intervention Program moved quickly to provide virtual services but maintained in-person meetings for exceptional circumstances.

Richmond Public Library utilized 3D printing technology to print over 1,200 face shields and ear savers for local healthcare providers.

2. A Sustainable and Environmentally Conscious City



Environmentally conscious decision-making that demonstrates leadership in implementing innovative, sustainable practices and supports the City's unique biodiversity and island ecology.

Council views continued leadership in sustainability as a high priority. To be effective in this goal, Council intends to apply new, forward-thinking, and innovative approaches to the way the City conducts business. This includes prioritizing "green" initiatives and circular economic principles where appropriate, and prioritizing sustainability in a holistic sense, including but not limited to environmental concerns. Council's priorities for a sustainable and environmentally conscious city also extend to the community, with a focus on ensuring citizens have access to nature and to resources necessary to make sustainable choices.

Priorities include:

- 2.1 Continued leadership in addressing climate change and promoting circular economic principles.
- 2.2 Policies and practices support Richmond's sustainability goals.
- 2.3 Increase emphasis on local food systems, urban agriculture and organic farming.
- 2.4 Increase opportunities that encourage daily access to nature and open spaces and that allow the community to make more sustainable choices.

2. A Sustainable and Environmentally Conscious City

2.1 Continued leadership in addressing climate change and promoting circular economic principles.

In 2020, the Ministry of Environment and Climate Change Strategy announced approval of the Single-Use Plastic and Other Items Bylaw No. 10000, marking a critical milestone in the City's sustainability goal to promote more sustainable waste management and protect the environment. Extensive business engagement was held in 2019 in preparation of the Bylaw which included workshops, information sessions and resources to support businesses as they work towards replacing single-use plastics and other items with products that are compostable or can be used multiple times before being recycled. Final adoption and implementation of the Bylaw has been postponed due to the COVID-19 pandemic, but once suitable, will include a number of steps to re-engage the community and establish the foundation to support future success.

In March 2019, Council declared a climate emergency. Richmond joined hundreds of cities across the globe, representing more than 20 million citizens, who have declared a climate emergency. The movement was in response to a warning from the Intergovernmental Panel in Climate Change (IPCC) in the Fall 2018 that drastic action is needed immediately to offset the risks of accelerating global warming.

In 2019, the City approved an extensive public engagement program to revise the Community Energy & Emissions Plan (Advancing Richmond's Climate Leadership) with more aggressive ambitions to reduce city-wide greenhouse gas (GHG) emissions 50% below 2007 levels by 2030, and achieve net zero emissions by 2050.

In January 2020, City Council endorsed eight strategic climate action directions and associated sectoral targets that would put Richmond on a path to achieve accelerated carbon reduction targets in line with the IPCC 1.5° Celsius global warming limit. Initial community engagement was completed in 2019 which was followed by modeling of dozens of actions that inform the emission reduction targets, with the aim of bringing forward an updated Community Energy and Emissions Plan (2020–2050) in 2021, along with a Climate Action Strategy that summarizes the City's climate adaptation and mitigation actions, plans and accomplishments.

In alignment with the OCP amendments made in 2018, work continued on the implementation of the BC Energy Step Code (ESC) to achieve more energy-efficient buildings in Richmond. In 2020, staff conducted engagement with the construction industry on extending the requirements that already applied to new residential buildings and most larger commercial buildings to new hotels and motels, and increasing ESC requirements for

new detached residential homes and duplexes, matching the current requirement for townhomes. The Building Regulation Bylaw amendment also introduced a 'two-option' approach for ESC compliance, where applicants can receive a one-step relaxation in Bylaw requirements by incorporating a low-carbon energy system into their project.

The City received and recycled over 37,700 tonnes of used asphalt and concrete construction materials in 2019/2020 for reuse as crushed aggregate in construction projects.

In 2019, Council adopted the Public Tree Management Strategy 2045, A Plan for Managing Richmond's Public Urban Forest. This strategy outlines the goals and objectives for the sustainable stewardship of City-owned trees, and demonstrates the City's continued commitment to maintaining a healthy urban forest and the prudent management of this valuable natural asset. The City also administers regulations to manage the privately-owned portion of the urban tree canopy, upholding the principle that primarily trees are to be retained and those lost to development are replaced at a greater rate than removed.

Council endorsed a deep greenhouse gas reduction retrofit project of the heating and cooling equipment at the Richmond Cultural Centre and Library. The project received a \$750,000 grant from the Federation of Canadian Municipalities and will reduce GHGs by 60% compared to the current system.

The City is investigating microbial-induced desaturation and precipitation (MIDP), an innovative technology that has the potential to improve flood and seismic resiliency in for the City and across the region. A successful lab test was completed and a field trial will be performed next.



Microbial Induced Desaturation and Precipitation Test

2. A Sustainable and Environmentally Conscious City

The Richmond Wetlandkeepers Workshop and the Virtual Wetlands Q & A Panel were co-created with the BC Wildlife Federation (BCWF) to provide staff and the public with comprehensive education on Richmond's ecological network so that they may apply this knowledge in a professional capacity. This was an excellent opportunity to engage with the community and have meaningful conversations around wetland conservation.

2.2 Policies and practices support Richmond's sustainability goals.

The City planted hundreds of new trees in City parks through the Urban Forest initiative, using funding from developers at a "two for one" replacement for authorized tree removals necessary for building. Two large-scale planting programs in 2019 resulted in 280 trees planted in London-Steveston Neighbourhood Park, and 500 trees planted in McCallan Park and along the Railway Greenway from Westminster Highway to Granville Avenue.



Tree Planting at McCallan Park

The City installed 136 solar panels on the roof of Brighthouse Fire Hall No.1, providing continuous power to the fire hall. The panels are projected to generate around 60,000 kilowatt-hours of electricity per year, which is equivalent to the energy consumption of five homes. Funds for the project were provided by the federal government through gas and carbon taxes.

The City installed 2,627 new LED roadway lights in 2019/2020 achieving an average of 400 MWh of power savings annually.

Community recycling programs and services were expanded:

- The City's Recycling Depot operating hours were expanded to six days a week, instead of five in 2019. The expanded operating schedule increased user traffic by 24%, or by more than 40,000 users per year.
- The scope of materials accepted at the depot was expanded to include lead-acid batteries, fire extinguishers, smoke and carbon monoxide alarms, motor oil and antifreeze, propane tanks, butane canisters, electronics, upholstered furniture and tires. This initiative resulted in an additional 482 tonnes of materials being diverted for recycling or proper disposal in 2019, and 679 tonnes in 2020.
- Curbside collection for the Large Item Pick Up Program increased from four to six items in 2019. These additions has resulted in an additional 200 tonnes of materials being collected each year, while increasing convenience for residents to dispose of unwanted large or awkward items. Through this program, more than 17,000 items are collected annually.

By increasing accessibility to recycling services, the City is making recycling easier and more convenient for residents, reducing illegal dumping and supporting a more circular economy. In 2019/2020, the City's Recycling Depot hosted an average of 210,000 customers per year, or one visitor for every 48 seconds that the facility was open. The Recycling Depot represents approximately 10% diversion of the City's overall 79% single-family residential recycling rate. Over 4,500 tonnes of materials are received for recycling at the Recycling Depot each year.

The City implemented a new garbage and recycling services contract in 2019 and worked actively with the company to identify opportunities and efficiencies. The contractor implemented propane conversions in collection trucks at the City's request, which is expected to result in a 30% fuel emissions offset. The contractor supported the City in initiatives such as curbside recycling audits and research into other pilot concepts. The City is also a partner with Recycle BC in the provision of Blue Box and Blue Cart recycling services. This partnership results in an offset of 70% of City costs to provide recycling services to residents.

City fleet vehicles and related services were upgraded to more environmentally friendly options. For example:

- Various pilot projects were launched to assess the feasibility and effectiveness of alternative options:
 - Vehicles were converted to use propane from gasoline, including the contracted waste management fleet of

and 14 City fleet vehicle units. This initiative is expected to produce a 30% offset in greenhouse gas related fuel emissions.

- ♦ Solar panels were installed on five work trucks to charge auxiliary batteries used for equipment and lighting to reduce vehicle idle time that would otherwise be required to recharge auxiliary power while out in the field.
- ♦ A modular hydrogen system was incorporated into three heavy duty vehicles to establish if hydrogen assist helps reduce fuel consumption and emissions by burning the diesel fuel more efficiently. The City received matching funding under the Clean BC Heavy-Duty Vehicle Efficiency Program for the conversion cost.
- Richmond Fire-Rescue incorporated green indicators and principles into fire vehicle replacement purchases and building standards. In 2020, Richmond Fire-Rescue purchased three hybrid vehicles.
- As part of the transition away from gas-powered equipment, the City began implementing a replacement program for parks operations equipment that includes the use of electric chain saws, line trimmers and other small equipment.



Solar Panel Work Truck

In 2019, the Richmond Firefighters Charitable Society Drive-Thru Tree Chipping event produced approximately 50 yards of recycled tree material for City projects.

Through digitization of services and the adoption of new technologies, the City has also reduced the use of materials, increased efficiency and services, and reduced costs. For example:

- Adoption of electronic processes included an Electronic Plan Review system for building permit applications, the Bylaw Violation Dispute adjudication system, and the Monthly Parking Permit and Richmond Resident Veteran Parking Permit application and renewal processes.
- Predictive and remote technologies allowed for more efficient deployment of parking enforcement officers to geographically modelled "hot-spot" locations, remote dispatching of contracted hydro-excavation equipment for field-based reporting and responses, and administration of the Facility Energy Management Program through direct digital controls (DDC) at City Facilities for the monitoring and optimization of energy consumption.

The fixed-base water meter reading network was expanded to add additional data acquisition points at strategic locations for sanitary pump stations. The expansion allows the City to view meter readings live, check leak status, and view hourly and daily consumption. This provides timely information and reduces emissions resulting from travelling to read water meter sites. By the end of 2019, the fixed-based network read a total of 32,829 water meters. In 2020, the City transitioned to a new water meter reading software to pair with smartphones that enhances mobility and provides additional features.

In 2019, the City adopted a stewardship model for single family development reviews of properties with a Riparian Management Area (RMA) designation to improve customer service through a collaborative and hands-on approach to RMA management. The City supported applicants and owners throughout each phase of development and made it easier for residents to gather information on enhancement opportunities for RMAs. A Municipal Update for the Real Estate Board of Greater Vancouver was provided to help realtors locate RMA designated properties, understand the requirements for single-family residential development, and understand opportunities to enhance the RMA setback.

2.3 Increase emphasis on local food systems, urban agriculture and organic farming.

In 2019, Council endorsed the consultation plan and work plan for the Farming First Strategy, which will include policies and strategies to ensure that local agriculture can be responsive to climate change, such as: drainage works, fuel switching,

2. A Sustainable and Environmentally Conscious City

and new crops tolerant of changing climate. The strategy supports the use of agricultural land for local food production and encourages a local food network to increase local food supply and consumption. Engagement on the Strategy began in November 2019 and continued through 2020.

Richmond partnered with FoodMesh, a Vancouver-based company that facilitates food redistribution, in 2019 to launch the Richmond Food Recovery Network and engage local food businesses to divert their unsold surplus food from waste streams to higher value uses. In 2020, FoodMesh expanded their platform nationwide and named Richmond as one of the founding partners. Fifty-nine organizations participated in the Richmond Food Recovery Network, and the original program targets were exceeded:

- 414,555 kg food diverted from waste streams;
- 644,800 meals created;
- \$2.2 million dollars in savings to local food brands and charities; and
- 17,532 kg of food provided to local hobby farmers for animal feed.



Terra Nova Pollinator Meadow

In 2019, the City, Vancouver Coastal Health and School District No. 38 hosted a bookmark design contest for kindergarten to grade seven students around the theme "growing food, growing me."



The City's community garden program was expanded to include two new sites that will be operated by the Richmond Food Security Society: Cook Community Gardens, and Riverport Community Gardens. Cook Community Gardens includes 40 individual plots, a garden shed, and a gathering area. Riverport Community Gardens includes 18 individual plots, and a garden shed. The new locations serve key areas in the city and provide food security and access to outdoor activities to Richmond residents.

The City received an Edible Trees Grant of \$3,500 through Tree Canada to plant fruit bearing species in Paulik Park that will benefit the neighbouring community. The grant will support the planting of 93 trees, 235 shrubs and 110 ground covering plants. The vision is to establish an extension of the existing forest canopy and include native, edible berry-producing species to create the understory. The native berries will be available to anyone in the community.

The City partnered with Border Free Bees to install the Terra Nova Pollinator Meadow in 2019 to grow a vast array of wildflowers that support native pollinator populations. Apiaries which provide pollinator nesting habitat were installed, along with educational material to provide community members information on the importance of pollinators and pollinator habitat. In 2020, the City and Border Free Bees piloted the

Richmond Nectar Trail Project which aims to increase and connect habitats with a series of 'stepping stone' garden plots in the community for insects to rest and forage between isolated habitat hubs. Properties volunteering to participate along the trail plant and maintain a garden with drought-tolerant species that bloom from spring to fall and avoid the use of pesticides.

The City installed four 'demonstration plots' in Terra Nova Rural Park for the Alternative Lawn Demonstration Garden, showcasing alternative ground covers residents can use to seed lawns. The alternative mixes are: resistant to the invasive European Chafer Beetle, reducing the need to repair lawns year to year; less moisture dependent, reducing the need to water lawns as frequently during the dry season, and; many of the lawn alternatives support native pollinator species as the mixes contain diverse pollinator food species.

Richmond offered a variety of community programs and services for all ages to encourage sustainable food systems, celebrate local agriculture and raise awareness about urban farming opportunities, such as:

- The City and Richmond Food Security Society hosted a cooking workshop for 200 participants demonstrating ways to prepare local seafood. Other free educational programs included seed saving, small space and vertical gardening, and organic garden planning.
- Through partnerships with the Richmond Garden Club, the Richmond Food Security Society, and the Sharing Farm Society, the City's community garden programs grow fresh produce for charitable food distribution organizations, offer educational community programs related to agriculture, environmental sustainability, food security and wellness, and provide opportunities to share knowledge and build community.
- Richmond's Food Asset Map developed with Vancouver Coastal Health highlights local places where people can grow, prepare, share, buy, receive or learn about food in the community.
- The City delivered 21 community workshops under the Enhanced Pesticide Management Program that engaged 331 residents. Topics covered included: urban gardening, composting, organic practices, bees/pollinators, and sustainable pest solutions.

2.4 Increase opportunities that encourage daily access to nature and open spaces and that allow the community to make more sustainable choices.

Creative and innovative programs and services connect members of the community with nature and enhance Richmond's natural environment. For example:

- The City partnered with Parks Canada and Mountain Equipment Co-Op to run a Learn to Camp Program for families with little or no camping experience. The overnight program was run at Woodward's Landing Girl Guide Camp in July 2019. One hundred and thirty participants registered for the program where they learned basic skills that enable them to enjoy camping safely and confidently.
- *The Interpreter Project* was a year-long artist residency by Wen Wen (Cherry) Lu, which took place in 2019 at Richmond Nature Park. The project included a series of public events and workshops exploring the process of park interpretation through stories, nature and culture using all the senses.
- The "Out and About" preschool program at West Richmond Community Centre utilized the adjacent Pitch 'n' Putt golf course to connect preschoolers with nature. During the fall and winter shutdown of the course children from the community centre venture into the natural areas of the course to explore and work on a variety of projects outdoors.
- The City of Richmond GeoTour encouraged all ages to explore Richmond on foot or by bike to look for 50 hidden geocaches (treasure boxes). Over 2019/2020, an average of 660 geocachers found one or more geocaches and geocachers from 20 different countries took part in the program per year.

The City undertook a number of educational and promotional initiatives in 2019/2020 to encourage cycling in the community, for example:

- In 2019, the 19th annual Island City, by Bike tour event had over 100 participants. The free, family-oriented event provides a guided cycling tour of some of Richmond's on-street and off-street bike routes.
- The public bike-share pilot program was expanded with an increased number of stations located on City property to offer a low-cost and active transportation option. The pilot program was completed in April 2020.
- The free Wheel Watch secured bicycle parking service was offered at 10 community events in 2019, serving over 2,000 people.

2. A Sustainable and Environmentally Conscious City

- A free updated cycling and recreational trails map was produced and distributed in early 2019 in partnership with Tourism Richmond to promote active transportation.
- In 2019/2020 free cycling skills training was provided to 33 newcomers to Richmond and to 671 students in grades five to seven at eight elementary schools. In addition, bike maintenance courses were offered in 2019 to promote cycling as a mode of active transportation.
- The City provided funding support for HUB Cycling's Go by Bike events held in Richmond. The initiative celebrated cycling and encouraged riders both new and returning to consider cycling as one of their transport modes of choice.

Richmond became the first city in the Lower Mainland to receive a Bat Friendly certification. Related initiatives include the installation of a large bat house in Terra Nova Rural Park, participation in the Bat Matters 2020 Conference which brought together bat citizen scientists, educators, and enthusiasts to discuss issues related to bat education and habitat management, bat education programs for elementary school students, and the addition of information about the protection and preservation of bat species in outreach material for development.

A total of 43 tree swallow and two barn owl nest boxes were installed in Garden City Park, Terra Nova Natural Area, Terra Nova Rural Park and Garden City Lands in 2020. Volunteers monitor and maintain the nest boxes. In addition, a new webpage was launched to highlight the bird box program, bird habitat enhancement projects, and birding resources, such as the Richmond Birding Map and how to reserve a Budding Birder Backpack, available from the Tourism Richmond Visitor Centre.

The Victory Gardens for Diversity Project was hosted at Terra Nova Rural Park through the Engaging Artists in Community Program. Created by artist-in-residence Lori Weidenhammer and supported by Lois Klassen, Crystal Lee, Jenn Pearson, Catherine Shapiro and Lori Snyder, the project was inspired by the historical WWII Victory Gardens movement and popular slogans such as: 'grow your own, can your own', 'grow vitamins at your kitchen door', 'make-do and mend', and 'use it up, wear it out, make it do'. The artist collective presented a variety of public engagement events throughout 2020 including nature walks, citizen science activities, and artist-led workshops including hands-on planting, seed-saving, salve-making, tincture-making and cooking activities.



Great Blue Heron by Bryn Finer and Donald Gunn

CNCL – 108

3. One Community Together



Vibrant and diverse arts and cultural activities and opportunities for community engagement and connection.

Council recognizes that as a community we are stronger when we come together. A range of opportunities for the community to meet and connect, particularly through arts, cultural and heritage programs and activities helps to sustain Richmond's vibrancy. Forming a unified Richmond also involves working with community partners and taking an intercultural and interagency approach where possible to best meet the wide-ranging needs and interests of the community.

Priorities include:

- 3.1 Foster community resiliency, neighbourhood identity, sense of belonging, and intercultural harmony.
- 3.2 Enhance arts and cultural programs and activities.
- 3.3 Utilize an interagency and intercultural approach to service provision.
- 3.4 Celebrate Richmond's unique and diverse history and heritage.

3. One Community Together

3.1 Foster community resiliency, neighbourhood identity, sense of belonging, and intercultural harmony.

Council adopted the first City of Richmond Cultural Harmony Plan 2019–2029. The plan guides the City's approach in enhancing cultural harmony among Richmond's diverse population by identifying innovative and collaborative approaches to intercultural connections. Over 370 individuals, including representatives from 35 organizations, actively participated in the development of the plan through public open houses, focus groups and LetsTalkRichmond.ca.

On March 23, 2020, the City demonstrated its commitment to promoting inclusion and supporting refugees by signing the United Nations High Commissioner for Refugees (UNHCR) Cities #WithRefugees pledge. This global initiative seeks to amplify the efforts of cities who are creating inclusive communities where everyone can live in safety and contribute to and participate in their local community.

Council approved the installation of the first rainbow crosswalk on Minoru Boulevard between the Richmond City Hall Annex and the Richmond Cultural Centre. Not only did the installation launch the City's Pride Week celebrations in 2019, it also serves as an ongoing reminder of the City's

commitment to recognizing diversity and inclusiveness across the community. Additional Pride Week activities held city-wide brought together members of Richmond's Lesbian, Gay, Bisexual, Transgender, Queer and Two-Spirit plus (LGBTQ2S+) community and their allies to celebrate Pride and demonstrated that Richmond is a welcoming and inclusive city.

The 6th annual Diversity Symposium was re-imagined into a virtual format featuring nine online sessions. The goal of the 2020 conference was to learn about best and emerging practices in building diverse, inclusive and equitable communities. In 2019, the Diversity Symposium, held at Richmond City Hall, centered on Working with Diversity: The Value of Difference and emphasized effective skills and tools for exploring other's unique perspectives, creating an environment in which differences are respected and utilized, and working collaboratively with people of diverse backgrounds.

For the 2020 ERASE Bullying campaign, the City, Richmond School District No. 38, and Richmond Public Library celebrated five years of connection and belonging with a compilation of winning posters that have been designed by Richmond youth and promote anti-bullying and a respectful city. In recognition of ERASE Bullying Day, many City facilities were decorated in pink and activities were hosted in libraries, schools and community centres.



Councillor Harold Steves, Councillor Linda McPhail, Councillor Bill McNulty, Mayor Malcolm Brodie, Councillor Carol Day, Councillor Chak Au, Councillor Alexa Loo and Councillor Michael Wolfe (February 2019)

3. One Community Together

In May 2019, the City launched a new program and service delivery model for Youth Services, which focuses on four key areas to strengthen connections with all Richmond youth: Engagement, Partnerships, Programs and Events, and Training and Education. Programs and services for youth will include new opportunities for volunteering, employment, and civic engagement with the intention of fostering resilience and increasing developmental assets.

Over 2019/2020, Council approved the allocation of almost \$1.8 million through various community grants:

- Arts and Culture: A total of \$231,339 was allocated for operating and project grants for cultural non-profit organizations.
- Child Care: A total of \$133,907 was allocated to non-profit organizations that support or deliver licensed child care in Richmond through two intakes.
- Health, Social and Safety: Just over \$1.2 million was allocated to non-profit community service organizations.
- Parks, Recreation and Community Events: A total of \$218,444 was allocated to non-profit organizations that support community operations, programs and events that benefit Richmond residents.

The *Labour's trace* exhibition was presented at the Richmond Art Gallery, celebrating Black and Indigenous cultural identities and histories with works by artists Karin Jones and Amy Malbeuf. In spite of the temporary closure due to COVID-19, 2,000 visitors viewed the exhibit.

In recognition of Black History Month, an exhibition featuring artist Chrystal Johnson was presented at the Richmond Cultural Centre. Johnson's work explores of the concepts of identity and vulnerability through sculpture.

For the first time, Gateway Theatre's production of *China Doll* in English included subtitles for both Cantonese and Mandarin speakers at every performance, making the production more accessible to a wider audience.

One Book, Three Cities launched in 2019 in partnership with the Sister City Advisory Committee as the foundation of Richmond Public Library's adult summer reading program. Unique online and in-person programs and activities, including a movie night with discussion, a walking book club and online discussion forums, connected Richmond residents with readers in Xiamen and Qingdao China. Centred on the book *Life of Pi*, the program also included an author meet-and-greet with Man Booker Prize winner Yann Martel. In 2020, for its second year,



Councillor Bill McNulty, Richard Tetrault, Mayor Malcom Brodie, Keely O'Brien, and Jerry Whitehead (September 2019)

One Book Three Cities provided an online, international adult book club centred around the book *Dear Life* by Alice Munro. While there was no in-person programming offered due to COVID-19, 44 participants conversed in the online forum.

3.2 Enhance arts and cultural programs and activities.

In 2019, Council adopted ArtWorks: Richmond Arts Strategy 2019–2024, demonstrating leadership in prioritizing the arts as a contributor to a vibrant, appealing and livable community. The launch event held at Lipont Gallery in Richmond's city centre was designed specifically for Richmond artists and arts and culture organizations. Guests received copies of the strategy and participated in both structured and unstructured conversations to encourage collaboration and networking.

A new major artwork was installed in front of Minoru Centre for Active Living. The work, *Together*, by David Jacob Harder, is composed of more than 300 steel silhouettes of local people and elements combined to form the shape of an adult and child. Harder met with dozens of individuals at Minoru Place Activity Centre, Minoru Aquatic Centre, and Minoru Park as they were involved in a wide variety of activities. Through his photographs, Richmond residents are represented in the artwork.

Additional public art initiatives and installations were launched across Richmond in 2019/2020:

- At the Richmond Cultural Centre, artist Keely O'Brien animated the main corridor of the Richmond Arts Centre with a digital mural inspired by theatrical set designs, organic shapes and Richmond's natural landscapes. The exterior of the building was transformed by *Continuum*, a 1,000-linear foot mural by artists Richmond Tetrault and Jerry Whitehead, whose design was informed by the diverse community members that regularly use the facility.
- The *Great Blue Heron* sculpture was unveiled in the Hamilton neighbourhood at McLean Park. The piece reflects the rich, natural heritage of the Fraser River delta and was created by artists Bryn Finer and Donald Gunn involving school children and multigenerational members of the community.
- *Wind Flowers*, a large-scale public artwork inspired by Richmond's natural heritage and landscapes and created by Atelier Anonymous and artist Michael Seymour, was installed along the Gilbert Road Greenway to mark the visual gateway to the city.
- Artists Popo and Lola (April delà Noche Milne and Dawn Lo) engaged community members to inform a large-scale mural that was installed near the north entrance of Thompson Community Centre.
- Traffic utility boxes were wrapped with designs by artist Andrew Briggs who reproduced archival Richmond Fire-Rescue photos, celebrating the past and present.



Mrs. Yuju Hatori, Mr. Takashi Hatori, Consul General of Japan in Vancouver, Mayor Malcolm Brodie, Councillor Bill McNulty, Councillor Harold Steves, Councillor Chak Au, Councillor Carol Day, and Councillor Kelly Greene (April 2019)

City-led and community events were well-attended in 2019:

- Over 85,000 participants attended various events hosted by community centres.
- Steveston Salmon Festival welcomed over 80,000 people.
- Over 60,000 people experienced the two-day Richmond World Festival.
- The Richmond Maritime Festival saw over 40,000 participants over the two-day event.
- The Winter in the Village event had an estimated 29,785 participants.
- The 12th annual Doors Open Richmond event welcomed over 16,000 visitors.
- The Cherry Blossom Festival attracted over 10,000 attendees.
- Over 9,000 participants took part in the popular annual Children's Arts Festival.
- Artist registration for the Steveston Grand Prix of Art sold out and the exhibition of work attracted over 1,300 visitors.
- A new Spooktacular Hallowe'en event and dance party held at Gateway Theatre was attended by over 800 people.
- Over 700 people participated in Ramadan at Richmond Public Library.

3. One Community Together

The City hosted Branscombe House Artists-in-Residence Paige Gratland and Lou Sheppard, while the annual Writers-in-Residence were Cynthia Sharp and Lindsay Wong. All provided free community programs, activities and workshops.

In 2019, the 11th annual Richmond Arts Awards recognized the achievements and contributions to the arts by Richmond residents, artists, educators, organizers and business leaders at a special evening ceremony in Council Chambers. More than 100 people attended the gala event, which featured performances and presentations by local artists. In 2020, award recipients were selected via an online selection panel meeting and, in lieu of an in-person ceremony, announced online with a series of social media profiles featuring photos of the recipients holding their awards.

Work on the repurposing of Minoru Place Activity Centre as a community arts and education space kicked off in 2019. The facility will allow for the expansion of the Richmond Cultural Centre's arts programs and services for the community and is anticipated to reopen with expanded arts and cultural programming in 2022.

3.3 Utilize an interagency and intercultural approach to service provision.

In 2019, the Belonging Matters Symposium was held at the Richmond Public Library in partnership with the Community Action Team (CAT) Overdose Response Committee for service providers across Richmond to learn from community members with lived experiences. In 2020, the City and Vancouver Coastal Health received a Community Action Initiative Harm Reduction Grant to support Health Champion Conversations between health service providers and people with lived experience of substance use to further reduce stigma and increase understanding.

Through a grant provided by Trans Care BC, the City developed a project that engages transgender, gender diverse, and queer youth through media arts training to express their stories. Through this project, youth created a magazine that reflects the experiences of living as a LGBTQ2S+ youth in Richmond, entitled *Just Like You*.

Participants of the Richmond Youth Media Program joined professional filmmaker Glen Andersen to film and edit a 20-minute video of *Hope Beyond Homelessness*, a play created and performed by Richmond community members with lived experience of poverty and unstable housing. The play was presented by the Richmond Poverty Response Committee.

With a focus on mental wellness as part of the Community Wellness Strategy, the City of Richmond and Vancouver Coastal Health hosted the Dalai Lama Centre to provide five Heart-Mind Well-being Workshops for staff and community partners. These workshops provided evidence-based tools and strategies to promote mental well-being in children and youth.

In collaboration with community centres, Richmond School District No. 38 and Vancouver Coastal Health, the Art Truck visited six Richmond elementary schools during the 2019/2020 school year, allowing more students facing barriers to access high quality after-school arts education opportunities. At 60 sessions, students participated in a variety of classes including cartooning, musical theatre and media arts.

A new program based out of the Richmond Art Gallery was launched in partnership with Emily Carr University in 2019 to provide youth with opportunities for hands-on and interactive sessions with local and international artists, art gallery professionals and Emily Carr University instructors. Over 40 students learned about topics such as creating professional portfolios and exploring post-secondary options in the fine arts.

The City of Richmond and the Britannia Shipyards National Historic Site Society entered into a partnership with the Providence, naming it the official flagship for Britannia Shipyards National Historic Site. This agreement secures the participation of the active working vessel at City events and other programming opportunities, which generates interest from the classic wooden boat community.

Visits to exhibits and heritage sites were high in 2019:

- *The Richmond Museum engaged more than 1,800 students through field trips and education kits.*
- *Richmond's heritage sites were visited by over 2,500 students.*
- *The Richmond Art Gallery engaged with more than 3,000 students through the School Art Program, as well as professional development workshops for 33 teachers.*
- *The ArtRich exhibition featured work by more than 60 artists and attracted 1,500 visitors.*
- *The Richmond Olympic Experience welcomed a total of 35,572 visitors over the course of 2019.*

3.4 Celebrate Richmond's unique and diverse history and heritage.

The Nikkei Memorial public art project was unveiled in Steveston Community Park. This public memorial acknowledges the departure of Japanese Canadians from Steveston and their subsequent return after the period of internment. Commissioned by the City, in partnership with the Steveston Japanese Canadian Cultural Centre Advisory Committee, the project was designed by Hapa Collaborative with input from stakeholder groups and individuals who shared their experiences from before, during, and after the internment period.

The Living History Program offered visitors to Steveston an opportunity to step back into the past to view and participate in historical demonstrations led by costumed interpreters across Steveston's historic sites. The visitor experience is part of the Authentic Steveston initiative, created to draw in new local visitors and attract tourists. The program was supported by 39 volunteers who contributed over 700 volunteer hours in 2019.

The Richmond Indigenous Collaborative Table was developed to support the call for Truth and Reconciliation. This collaborative group of community service providers seeks to build relationships with Indigenous communities and integrate Indigenous arts, artists, cultural and heritage practices into Richmond-based community amenities and programs.

Through the Engaging Artists in Community program, artists Richard Campbell, Sandra Guerin, Gary Point and Martin Sparrow led a series of demonstrations and hands-on workshops at the Richmond Public Library, which culminated with the Celebration of Musqueam Expression event that included a display of the work completed and a performance by Tsatsu Stalqayu (the Coastal Wolf Pack).

The Indigenous Perspectives collections at Richmond Public Library was expanded in 2020 to responsibly represent Indigenous cultures, history and issues.

In 2019, the Lulu Series hosted a talk by Indigenous knowledge keeper and weaver Debra Sparrow. Over 100 people attended the event held in Council Chambers in which Sparrow shared stories about the history of Richmond. She also discussed the links between Musqueam ancestors, her creative practice, and our modern city.

The City at Work exhibit at the Richmond Museum revealed the inner workings of the City of Richmond. The exhibit served to highlight those services that enhance the daily lives of Richmond's citizens that are often managed behind-the-scenes, such as water, energy, drainage, recycling and more. Hands-on activities provided a unique perspective of the City, including a "shake table" to demonstrate how earthquakes

work, planning models, LEGO® reconstructions of historic buildings, and a trivia game featuring questions about how Richmond works.

Representing the City of Richmond and Britannia Shipyards National Historic Site, the historic Silver Ann wooden boat traveled to the Port Townsend Wooden Boat Festival for the first time to share the rich history of Steveston Village. The Silver Ann was one of the last wooden gillnetters built in the Richmond Boat Builders Building on the Britannia site in 1969.

The MV Burnaby boat was restored in partnership with the Britannia Shipyards National Historic Site Society, and is now displayed in the Richmond Boat Builder Building at the site. The Burnaby was built in 1925 as a small coastal tug boat to tow fishing boats to and from fishing areas, to tow barge fish tenders and to assist deep sea sailing ship docking at the canneries on the Fraser River.

In February 2020, the Richmond Olympic Oval celebrated the 10-year anniversary of the 2010 Vancouver Winter Olympic Games with a multi-activity event for the community. The celebrations included International Olympic Day, where over 1,500 students from Richmond schools had the opportunity to try out a variety of Olympic and Paralympic sports. Public festivities included Para Ice Hockey Canada vs. USA matches, speed skating demonstrations, public skates, admission to the Olympic Experience, autographs with Olympians, photos with the 2010 podium and replica medals, and more.

In 2019, the City of Richmond Archives added over 6,300 photographs to the archives database with the help of volunteers.



Silver Ann Wooden Boat

3. Demonstrating One Community Together During the COVID-19 Pandemic

The Richmond Has Heart campaign was launched to bring residents, businesses and stakeholders together to show their support for those working to fight the COVID-19 pandemic. Initiatives under the campaign included the creation of the #RichmondHasHeart hashtag to highlight stories of hope in the community through social media, the illumination of City Hall with string light hearts and a public art call for on-going community engagement, resulting in a series of artist-initiated projects that explored new and meaningful ways to find community connection while maintaining physical distancing protocols. Four art projects by Richmond-based artists were presented from June to September 2020.

In partnership with BC Housing, Vancouver Coastal Health and Turning Point Recovery Society, the City opened the Emergency Response Centre (ERC) at Minoru Place Activity Centre in May 2020. The ERC provides up to 41 safe spaces for vulnerable people during the COVID-19 pandemic, allowing individuals experiencing homelessness to physically distance during the COVID-19 pandemic. Richmond Public Library provided two computer terminals, eight iPads and eServices cards to residents. To support the use of this technology, learning materials and access to essential digital learning resources such as Niche Academy were also provided for extended learning.

In May 2020, Council endorsed a statement against racism and violence related to the COVID-19 pandemic. In August 2020, the City and Richmond RCMP distributed anti-hate posters throughout Richmond, urging individuals to reach out to police if they experience or witness any hateful behaviour. The poster campaign addressed racially- and hate-motivated incidents.

A number of events, programs and services were transitioned online in response to the COVID-19 pandemic. For example:

- Maritime Festival: With the support of a \$65,000 grant from the Department of Canadian Heritage, the City, Britannia Shipyards National Historic Site Society and the Richmond Arts Coalition re-imagined the annual Richmond Maritime Festival as an online event featuring pre-recorded performances, hands-on workshops, storytelling and more, delivered by a diverse mix of local artists.
- Pride Week: Across Richmond, a series of online activities were offered in addition to Pride window challenges and other public displays, such as an online film screening representing six LGBTQ2S+ artists, a virtual artist talk with Brendan Fernandes, a drag queen story time through the public libraries, online dance parties, and informative workshops
- Youth Week: Virtual activities ranged from an online dance party, photo and video challenges, youth podcasts, and the Careers in Media Arts workshop featuring

professionals in animation, music and graphic design. The new @CityofRichmondYouth Instagram account encouraged youth to socialize, learn new things, and connect with peers while remaining physically distant.

- Doors Open Richmond: The Richmond Museum and 37 partner sites produced 135 virtual experiences that over 22,000 people viewed during the week-long virtual event.
- National Indigenous Peoples Day: Celebrations across Richmond featured 15 virtual presentations, talks and films hosted in partnership with Connections Community Services and Pathways Aboriginal Centre.
- Additional virtual events included the Grand Plie event, Ramadan celebrations, Easter celebrations, and Canada Day celebrations. Community programs also transitioned online, such as exhibitions, arts classes and workshops, and library programs and services.

New initiatives were launched to continue to provide community services during the temporary closure of facilities and amenities:

- The Art Truck program worked with community centres and Richmond School District No. 38 to bring engaging art workshops to Richmond summer day camps and children of front-line workers attending school in person, including visual and performing arts activities.
- The Richmond Art Gallery and Richmond Museum collaborated with Richmond School District No. 38 teachers to ensure that services continued to be provided to schools while City facilities were temporarily closed to the public, including a survey for teachers, a joint newsletter featuring online educational programming, the continuation of education kits with new health and safety protocols and new virtual in-class art lessons.
- An online eServices library card was created for community members who did not already have a library card but wished to utilize the library's digital resources, which were also expanded.
- Gateway Theatre developed online discussion salons for emerging theatre artists so they can connect with and learn from established artists as they launch their career in unusual times.
- In support of Richmond's graduating class of 2020, eight commemorative signs were installed at picturesque locations throughout the community to serve as backdrops for fun and safe grad photo opportunities.
- Various arts, culture and heritage programs, exhibits and classes moved online, such as Art at Work, theatre academy programs, music classes and virtual art gallery displays.

4. An Active and Thriving Richmond



An active and thriving community characterized by diverse social and wellness programs, services and spaces that foster health and well-being for all.

Richmond provides opportunities and access to programs and services that support overall health and well-being. This includes support for active living, sport and recreation participation, access to parks spaces and to social services and support networks for individuals and families. Council is committed to planning for community facilities and infrastructure that represents best practices and meet the needs of citizens today and into the future. Equitable access to programs and services is a high priority and Council seeks to work with partners and other agencies to reduce barriers and increase access for those in need.

Priorities include:

- 4.1 Robust, affordable, and accessible sport, recreation, wellness and social programs for people of all ages and abilities.
- 4.2 Ensure infrastructure meets changing community needs, current trends and best practices.
- 4.3 Encourage wellness and connection to nature through a network of open space.

4. An Active and Thriving Richmond

4.1 Robust, affordable, and accessible sport, recreation, wellness and social programs for people of all ages and abilities.

The Recreation Fee Subsidy Program completed the first two years of service under the new model in August of 2020. In 2017, Council adopted the expansion of the existing program to help people of all ages experiencing financial hardship access Richmond's Parks, Recreation and Cultural programs. The first year saw participation by 1,367 individuals, 883 of whom were adults and seniors who would not have been eligible for support under the previous program criteria. Program participation continued to grow with 1,880 participants in the second year.

Following completion of the City's public bike-share pilot program in 2020, the City donated approximately 100 surplus U-bicycles to Richmond Cares, Richmond Gives for distribution to low income families.

In 2019, Seniors Week kicked off with the 55+ Activate! Fair hosted at the newly-opened Seniors Centre at Minoru Centre for Active Living. Featuring 40 booths, 21 workshops, presentations and "Try-It" activities focusing on transportation, mobility, health and safety, the event drew in 1,000 participants. An additional 500 participants also attended the 20 events held across the City throughout the week. In 2020, events were held virtually, including a greeting from Mayor Malcolm Brodie, an over 90's fancy hat challenge, a Keeping Your Brain Active with Music workshop, virtual tea, and technology 1-on-1 services. Information packages were also distributed to seniors in the community in the weeks leading up to Seniors Week that included COVID-19-related supports and resources for seniors.

The new library book dispenser at the Seniors Centre at Minoru Centre for Active Living can hold 125 to 175 items.



The City launched a large Child Care Symposium, Supporting Richmond's Children, for early childhood educators, child care providers and parents. The symposium presentations included topics relating to children's emotional development, social inequities and outdoor and risky play. The event was timed to celebrate the start of May as child care month. In 2020, the event was offered online, providing high quality, free and accessible professional development for participants.

In 2019, the City offered a variety of new and expanded programs and services for people of all ages and abilities, such as:

- FAME, a new evidence-based fitness and mobility exercise program for people living with stroke was launched. The City worked alongside Vancouver Coastal Health and UBC researchers to develop a referral pathway and train fitness instructors.
- The \$19 Summer Pass was expanded to include access to the Pitch 'n' Putt. The pass also provides access to swimming and skating at City facilities for children and youth aged five to 16 years old for only \$19 all summer long. Over 2,000 passes were sold and were redeemed for over 16,000 visits.
- Richmond participated in the inaugural nation-wide Community Better Challenge hosted by ParticipACTION to promote physical activity and overall wellness. Individuals, groups and City facilities worked together to log minutes of physical activity and placed 11th in BC, with participants across Richmond tracking over 6.5 million minutes of physical activity.
- Throughout the summer, a number of free programs are held throughout the community, such as concerts, movie nights, neighbourhood celebrations, and drop-in programs at local parks. For example, in 2019 the Neighbourhood Free Play program hosted over 130 sessions at 10 sites including subsidized housing complexes and neighbourhood parks, with an estimated reach of approximately 800 participants.

In 2019, the Physical Literacy Street Team attended 28 community events and promoted physical literacy to approximately 7,300 people.

The Richmond Olympic Oval continued to offer programs and services aligned with the Canadian Sport For Life – Long Term Development in Sport and Physical Activity Model. For example:

- In 2019, Oval Kid Sport Camps saw over 3,000 registrations. In 2020, camps saw 525 attendees with camps occurring outside, in smaller groups and with modified instructor to

camper ratios to ensure a safe and positive camp experience during the pandemic.

- Enhanced fitness offerings were launched in June 2019, called OVALfit ATHLETIC. The launch of the new program contributed to record group fitness class attendance
- A Performance, Health and Wellness initiative was piloted for new Richmond Fire-Rescue recruits to prepare them for the physical and mental demands of their careers. The Richmond Olympic Oval is also home to the Law Enforcement Applicant Prep (LEAP) program for individuals currently serving or considering a career in law enforcement

Richmond Public Library's Strategic Plan 2019–2021 was developed. It contains a new vision: "To inspire curiosity, transform lives and empower everyone." and a new mission statement: "To create opportunities to learn, connect and belong."

The Inspire Curiosity Program reached almost 7,500 school-aged students in 2019/2020 to provide free library cards.

4.2 Ensure infrastructure meets changing community needs, current trends and best practices.

Minoru Centre for Active Living, a state-of-the-art facility conveniently located in Richmond's city centre, opened to the public offering recreation and wellness opportunities for all ages:

- The age-friendly, sustainable and accessible Seniors Centre includes a lounge, full-service cafeteria and a range of activity rooms including an arts studio, woodworking shop, billiards room, multipurpose rooms and a dedicated entrance and lobby.
- The Aquatic Centre features a 7,000 sq. ft. leisure pool with a Mega Drop Bucket, a rapid flowing River Channel, a slide and an Errant Rain Cloud shower public art piece. Two 25 m pools with 14 lanes provide a variety of opportunities for recreational and lane swimming, as well as aqua fit classes, while an over water climbing wall, drop slide and diving board also provide a myriad of options for water lovers of all ages.
- The spacious 8,500 sq. ft. Fitness Centre features a full complement of cardio, strength and stretching equipment with an added focus on functional training that promote active aging, performance and fun. The centre also has a large 1,900 sq. ft. fitness studio overlooking the track area for group fitness classes.

- The Event Centre includes a meeting room, team change rooms, referee and first aid rooms, and concession space.

The City acquired Richmond Ice Centre, which was previously leased. The approximately 155,000 sq. ft. facility is situated on just under eight strategically-located acres.

A number of sports facilities and amenities were improved, for example:

- The Hugh Boyd Park Artificial Turf was replaced with an all new surfacing system, including a shock absorbency base layer to improve long term performance, play experience and durability.
- Minoru Clement Track was resurfaced utilizing an all new rubber surfacing layer and with a vibrant blue colour. The only outdoor running track in Richmond, Minoru Track is also one of just few running tracks in the lower mainland that meets International Association of Athletics Federations (IAAF) specifications for competition level track meets.
- A fence was added around the perimeter of Minoru Clement Track featuring a custom-designed motif by Janet Wang, a Richmond-based artist, highlighting historical moments as well as everyday activities that happen at Minoru Park.
- The Minoru Oval Artificial Turf was replaced with a new sports surfacing system complete with a new shock absorbency base layer to improve long term performance, play experience and durability. The new infill system made from Thermal Plastic Elastomers (TPE) replaced the old rubber infill material.



Resurfaced Minoru Track

4. An Active and Thriving Richmond

- Tennis Courts were repaired and resurfaced at Minoru Park and King George Park utilizing specialized acrylic coloured sport surfacing to meet the needs of novice to professional level players. These tennis courts were prioritized to address safety concerns. In addition, the Hugh Boyd tennis courts were upgraded with sports surfacing and fencing with three of the tennis courts converted into six new dedicated Pickleball Courts.
- The Minoru Park Lawn Bowling Green synthetic surfaces were replaced with new synthetic turf carpet products as the previous product had already exceeded useful life expectancy. The upgrade features a new underlayment system to enhance play experience and to ensure the updated facilities would meet international standards.
- The McNair sand field was replaced to address deteriorating natural lawn surfacing and the encroachment of weeds. The construction ensured that the completed surface would be level, properly draining, and provide adequate cushioning for athletes.
- The London-Steveston sand field was retrofitted to address the deteriorating natural lawn surfacing and the build-up of organics. The construction ensures the new completed surface is levelled provides adequate drainage.

- Twenty-five spectator bleachers will be replaced with new all aluminum, low maintenance, light weight units at various park sites including King George, Blundell, McNair, Gibbons, and Dixon.

The 2016–2026 Major Facilities Priority Projects continued to progress through the design-development process. For example:

- Lawn Bowling Clubhouse Replacement: With the approval of the program in place the project continued through the concept design phase which included development of the building layout and the form and character.
- Richmond Animal Shelter Replacement: Detailed design on the shelter was completed and preparation of the site for construction initiated.
- Steveston Community Centre and Branch Library Replacement: Following approval of the program, work continued to determine the best site and building format for the facility. Next steps include community consultation and confirmation of site and capital budget.

Construction of the Richmond Olympic Oval's new climbing wall was completed. The new climbing wall is suitable for climbers both new and seasoned, and features the three disciplines of



Richmond Olympic Oval's New Climbing Wall

climbing: lead, speed and bouldering, making it suitable for international competition. The Oval is working in partnership with Climbing Escalade Canada and Bids are underway to host provincial, national and international competitions.

The City launched a new Parks, Recreation and Culture registration system for program registration, drop-in admissions, facility bookings, memberships and point of sale transactions. The new system is modern, user-friendly, adaptive and is integrated with the City's existing single sign-on service, MyRichmond.

With the contribution of \$241,000 from the City, the Richmond Tennis Club was able to replace their three court Tennis Bubble, which is now open to the public.

4.3 Encourage wellness and connection to nature through a network of open spaces.

The Gardens Agricultural Park opened in early 2019. The ponds, walkways, and garden-like landscape are reminiscent of the original "Fantasy Gardens," with the addition of native plant species to provide more pollinator and bird habitat.

Phase 1 of Capstan Neighbourhood Park was completed in 2019. The park includes a children's playground, water features, seating, an urban plaza, extensive tree and shrub plantings, and open lawn areas. The 2.1 acres park will be fully realized when the future Capstan Canada Line station along No. 3 Road is completed, and will become the central open space of this new neighbourhood in the Capstan Village area of city centre.

The playground at the Richmond Nature Park was expanded and the boardwalk was renewed. The expanded play area includes a climbing bird nest, duck sculptures, log tunnel,

wobbly bridge and additional tree planting. The new boardwalk, which is approximately 310 m in length, was widened and features enhanced non-slip surfacing. It also includes additional staging areas with benches and services for event hosting.

Work continued on the London-Steveston Neighbourhood Park, which includes site regrading for a hill and storm water detention basin, the addition of a 640 m walking loop and the addition of 285 planted trees. Construction of new amenities also includes an expanded playground, a half-court basketball court and a picnic shelter.

Over 200 volunteers contributed 4,000 volunteer hours through the Partners for Beautification Program in 2020.

The Cycling Art Tour was developed to encourage residents of all ages to get outdoors and discover community and public art. The artworks highlighted in the tour celebrate the power and resilience of community, connection, togetherness, home and place. All the artworks are accessible to the public regardless of facility closures.

Richmond Public Library's Storywalks® program expanded in 2019 to offer events for both children and adults. This outdoor literacy program offers a unique active outdoor reading experience. In response to the COVID-19 pandemic, a series of outdoor storytimes were offered to provide families a safe way to experience in-person storytimes while building early literacy skills and the opportunity to reduce social isolation.



London-Steveston Playground

4. Encouraging An Active and Thriving Richmond During the COVID-19 Pandemic

In response to the COVID-19 pandemic, a number of new programs, services and initiatives were launched in 2020 in a variety of formats in order to ensure that the Richmond community remained active, connected and thriving:

- The Richmond Connects online hub (www.richmond.ca/connect) was created to help community members stay connected and active during the temporary facility and amenity closures. Virtual activities included wellness, fitness, arts, and stay-at-home challenges for citizen of every age.
- The Richmond Olympic Oval launched "OvalFit at Home" in an effort to keep Richmond Residents and Oval Members active and healthy during the pandemic. 296 live streamed group fitness and yoga classes were delivered in 2020. Classes were accessible at no cost through the Oval's various social media accounts.
- Through the City's volunteer program and I Can Help system, volunteers were paired with new volunteer opportunities that arose out of the COVID-19 pandemic. These included a shopping program for isolated seniors, assistants for the Emergency Operations Centre program, a search for Spanish speaking volunteers to assist with the temporary foreign workers program.
- The Meals to Go program at the Seniors Centre at Minoru Centre for Active Living provided healthy and affordable meal options, including entrees, soup and limited baked goods at a safe and familiar location.
- Support services were launched to reach vulnerable seniors, including a Seniors Resource Guide; online information and resources; virtual engagement opportunities; wellness and support calls; and one-on-one technology support.
- To prevent social isolation, library home services customers continued to be supported with deliveries of reading materials during the temporary facility closure. From March to December, the library circulated over 2,100 items to 64 home services customers. A dedicated telephone line was established to support CHIMO and Richmond Addiction Services Society (RASS) clients.
- The Richmond Public Library introduced a Curbside Holds Pickup service for customers to safely pick up

their holds and be offered a Quick Picks bags of books to enjoy. Over 35,000 holds requests were fulfilled from May to August.

- Various recreation, wellness and social programs moved online, such as fitness classes, Earth Day activities and the library's Summer Reading Program.

Following the temporary closure of City facilities and amenities in response to the COVID-19 pandemic, the restoration of park amenities and recreation and sport services across the City was implemented in a carefully phased approach with strict adherence to health and safety guidelines as outlined in the Restoring Richmond Plan. Parks, outdoor facilities and programs were reinstated first including sports fields, the pitch and putt, outdoor fitness, sports, summer camps, waterparks and swimming. These were followed by indoor fitness, ice arenas, indoor swimming and indoor programs across the City. New program protocols and safety guidelines were developed for each area in alignment with WorkSafeBC, the British Columbia Parks and Recreation Association (BCRPA), ViaSport and other relevant authorities.



Sports Field Re-opening Signage

5. Sound Financial Management



Accountable, transparent, and responsible financial management that supports the needs of the community into the future.

Council is committed to the effective management of tax-payers' dollars and ongoing diligence and transparency in decision-making. Rigorous planning and processes will continue to be applied to balance current needs with those of the future. Council intends to take a proactive approach to advocating for Richmond's interests by applying for grants, working with other levels of government, and optimizing strategic opportunities as they arise.

Priorities include:

- 5.1 Maintain a strong and robust financial position.
- 5.2 Clear accountability through transparent budgeting practices and effective public communication.
- 5.3 Decision-making focuses on sustainability and considers circular economic principles.
- 5.4 Work cooperatively and respectfully with all levels of government and stakeholders while advocating for the best interests of Richmond.

5. Sound Financial Management

5.1 Maintain a strong and robust financial position.

The City maintained a solid financial position with cash and investment balances over \$1.2 billion and an accumulated surplus that reached \$3.2 billion in 2020, which contributed to the City's financial resiliency during the COVID-19 pandemic.

In 2019/2020, 66 real estate transactions were completed involving approximately \$79 million in property acquisition and dispositions, and 335,000 sq. ft. of commercial and industrial space.

Development Cost Charges (DCC) are collected on new developments in ensuring that infrastructure required to fund new growth is fairly paid for by that growth. During 2019 and 2020, the City collected \$86 million in DCC.

Utility Rates were reviewed and updated in 2020 to allow for full cost recovery. This supports the City's strong financial position and ensures that tax payers pay lower utility rates compared to other municipalities in the Lower Mainland.

Starting in 2019, the City expanded its credit card payment program by enabling in-person credit card payment acceptance for a broader range of municipal payments. The cost-neutral program uses a user-pay model to ensure that the City does not incur costly credit card fees.

In 2020, Richmond provided the fourth lowest average residential property taxes in Metro Vancouver and a business to residential tax ratio of 2.37.

5.2 Clear accountability through transparent budgeting practices and effective public communication.

The public was invited to provide feedback on the Consolidated 5 Year Financial Plan (2020–2024) Bylaw No. 10119 which outlines how spending will align with the needs of the community and plan to maintain civic service levels for the coming five years, as well as the Revised Consolidated 5 Year Financial Plan (2020–2024) Bylaw No. 10183 which reduced the 2020 tax increase by 2.01% in response to impacts of the COVID-19 pandemic.

To improve public awareness and understanding of the City's budgeting practices, the City produced Consolidated Financial Statements and Financial Statement Discussion and Analysis reports that explain key financial information to non-financial

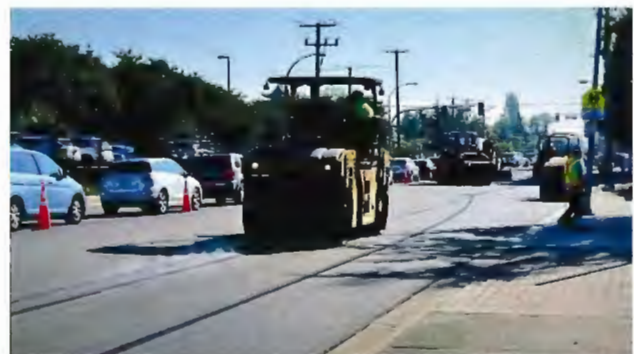
readers. In addition, a video that explains the City's budget process was created and posted online, Budget 101.

In cooperation with the Financial Transactions and Reports Analysis Centre of Canada, the maximum cash amount accepted at City Hall was limited to less than \$10,000 per transaction. This aligns with the federal government's large cash transaction standards as a method to address money laundering. In 2020, cash transactions were temporarily suspended to reduce touch-points in response to the COVID-19 pandemic.

5.3 Decision-making focuses on sustainability and considers circular economic principles.

Council approved a plan to integrate circular economic practices into the City's procurement process. The City has focused on increasing the use of environmentally-sound products and services throughout the organization. The City hosted a workshop to raise awareness of the City's circular economic initiatives and intentions, and provided vital feedback as part of developing proposed enhancements to the City's procurement process. The workshop was attended by 89 people, representing 45 companies, a number of external stakeholders, and presenters. A series of internal, cross-departmental engagement activities were held, further improving the methodology for integrating circular economic principles into procurement decisions.

The City introduced the pilot High Recycled Asphalt Pavement Project to increase the recycled asphalt used for paving from the current 10% to 40%. Launched in partnership with Lafarge Canada and the National Zero Waste Council, the program includes a controlled and well-documented process for sourcing materials, stock piling and keeping inventory. The pilot project is on a road where heavy traffic is experienced, followed by a five year maintenance and monitoring period. If the project proves to be successful, it will help to increase confidence in higher levels of recycled materials and follow circular economy principles as more asphalt is recycled.



High Recycled Asphalt Pavement Project

To maximize the value of resources, the design of the South Dike Upgrade Project from Gilbert Road to No. 3 Road dike upgrade project allowed for stripping and stockpiling of existing materials to be reused onsite such as topsoil, excavated bulk fill, road base, sub-base, and asphalt, reducing the volume of virgin material required. This decision minimized waste and reduced carbon emissions by reducing the number of trucks needed to dispose the materials offsite and deliver materials on site. Circular economy principles were demonstrated through sourcing a large amount of bulk dike fill through two excavation sites in Vancouver and Burnaby. This took careful coordination between the timing of the excavations and the placement of fill on the dike project. Material that would have otherwise been trucked away and disposed of was utilized in the dike upgrade.

The Steveston Area Sanitary Sewer Upgrade and Rehabilitation Project used trenchless technology which is more sustainable than traditional open trench methodology as smaller excavation pits are required, thereby reducing the material disposed and fill material required to backfill the excavated trenches. Trenchless rehabilitation methods such as pipe re-lining are minimally invasive and at small diameters do not require any excavation, prolonging the life of the sewer with minimal new material.

The Water Pressure Management Program saved the City approximately \$1.8 million in avoided water losses and reduced water losses by an estimated 7% annually.

5.4 Work cooperatively and respectfully with all levels of government and stakeholders while advocating for the best interests of Richmond.

Extensive collaboration with TransLink regarding the new Capstan Canada Line Station culminated in the City's transfer of developer-supported funds to TransLink to initiate construction, totaling approximately \$29.1 million. The funding transfer in December 2019 triggered a contractual 30-month design and construction timeline with completion anticipated in June 2022.

Additional work with TransLink included:

- The City provided input on development of Transport 2050 (the new 30-year regional transportation strategy).
- Services for Richmond residents, including improvements in bus flow in key locations, initiation of the RapidBus implementation project, and revised routing for regional

buses travelling from Highway 99 to the Bridgeport Canada Line Station.

Richmond was the recipient of funding for a variety of infrastructure upgrades, including:

- \$10.7 million in external agency cost-share funding to support road, cycling, walking, and transit improvements, which offsets City funding, including:
 - TransLink: \$1,025,150 for projects to improve bus speed and reliability, including the most awarded across all municipalities in 2020 (\$950,150).
 - TransLink: \$5,699,090 for active transportation projects.
- \$439,458 for upgrades to the Steveston Highway and No. 3 Road Pump Station from the Government of BC through Emergency Management BC.
- \$100,000 in funding for the upgrade of the technology in the Emergency Operations Centre (EOC) and for Emergency Support Services response from Union of BC Municipalities (UBCM).
- \$5,000 Community Infrastructure Grant from Western Communities Foundation (WCF) for the construction of Brighthouse Fire Hall No.1. Western Communities Foundation is a non-profit charitable organization that offers financial grants and bursaries to community projects in Western Canada.

Additional funding included:

- The Richmond Art Gallery received over \$175,000 in grants and funding support from the Province of BC, British Columbia Arts Council, and Canada Council for the Arts.
- The Richmond Museum Society received \$110,964 from British Columbia Arts Council and the Department of Canadian Heritage to support Richmond Museum programs and artifact collections management.
- The City received a COVID-19 Emergency Support Fund for Heritage Organizations grant from the Department of Canadian Heritage. This \$100,000 grant was used to support ongoing operational needs for the Richmond Museum, the City's artifact collection, and the Steveston heritage sites.

The City worked with the Ministry of Transportation & Infrastructure and other authorities to move forward a variety of initiatives. These include:

- Review of the George Massey Crossing Improvement project including interim improvements at Steveston Highway interchange, and input on the development and introduction of legislation for ride-hailing services.

5. Sound Financial Management

- Work with Port Metro Vancouver and Gateway Transportation Collaboration Forum on projects to enhance goods movement in Richmond and the region, including:
 - ♦ The Portside Road-Blundell Road overpass and upgrade, which received \$39.4 million in grant funding from the Government of Canada;
 - ♦ The development of a short sea shipping concept, which received \$1.6 million in grant funding from the Government of Canada;
 - ♦ A supply chain visibility program, which received \$6.0 million in grant funding from the Federal Government; and
 - ♦ Habitat enhancements projects.



Brazilian Elodea Management Program

The City called on the provincial government to act quickly and take responsibility for licensing and regulating Money Services Businesses (MSBs) across British Columbia in an effort to stamp out illegal money laundering. Council raised concern that not enough is being done to limit illegal practices through MSBs and that swifter action is needed.

At the 2019 Union of BC Municipalities (UBCM) Convention, five Richmond resolutions were carried: B42 regarding Comprehensive Provincial Single-Use Item Reduction Strategy; B74 regarding Lobbyist Registration; B83 regarding Conflict of Interest Complaint Mechanism; B129 regarding Transparency and Legislative Reform of Beneficial Ownership of Land and Corporations; and B149 regarding Compostable Single-Use Items.

The City participated in Recycle BC's Collection Cost Review Study, which is anticipated to offset the cost of recycling services in Richmond by 70%–80%.

The City actively advocated for Richmond's interests in six senior government Environmental Assessment Reviews, including the Vancouver Airport Fuel Delivery and Wespac Jetty Projects, and continued to collaborate with Metro Vancouver's Air Quality Regulatory Program to advocate for cannabis odour management regulations.

Richmond continued to work with various organizations, stakeholders and committees on on-going issues that impact the community, which includes:

- Metro Vancouver's Inter-Ministry Invasive Species Working Group and the Soils and Invasive Species Working Group to influence and promote regional programs and policy within Richmond.
- Metro Vancouver Regional Planning Advisory Committee to address issues such as growth strategies, agriculture, economic and industrial development, and housing.
- YVR Noise Management Committee, the YVR Environment Committee and the Modernization of the YVR Airspace workshop at YVR.
- Port Metro Vancouver, including feedback regarding the five year update to their Land Use Plan.
- Urban Development Institute, Richmond Centre for Disability and Richmond Small Builders.

In 2019, Richmond hosted two foreign delegations seeking to learn about older adult facilities and programming and multiculturalism.



5. Continuing Sound Financial Management During the COVID-19 Pandemic

At the onset of the COVID-19 pandemic, the City established a Financial Resiliency Plan to reduce, eliminate, and defer expenses, as well as reduce the tax burden on residents and businesses. Examples of the decisions made to mitigate impacts include:

- Increased the City's line of credit to provide an additional option for cash flow in case it is needed.
- Halted discretionary spending.
- Implemented a system to track all pandemic-related costs in order to be able to clearly identify and claim back funds wherever possible.
- Digitized services and functions such as invoice approvals.
- Deferred large remittances to other agencies.
- Continued the capital program where advantageous in order to leverage pricing incentives.

In addition, a number of measures were put in place to support the community while remaining in alignment with the City's sound financial practices.

- Reduced the 2020 property tax increase by 2.01%.
- Delayed the property tax penalty date to September 30, 2020 for all classes.
- Withheld the enforcement and collection of unpaid business licenses.
- Established a rent relief program for city-owned facilities and tenants on a case-by-case basis.
- Deferred flat-rate and quarterly metered utility bill deadlines

6. Strategic and Well-Planned Growth



Leadership in effective and sustainable growth that supports Richmond's physical and social needs.

As Richmond continues to grow, a significant priority for Council is to ensure that growth-related decisions are made holistically and sustainably with the needs and best interests of the community in mind. Planning for growth and development will take into account "green" and environmental practices, maximizing opportunities to connect nature to the urban environment. The continued development of mobility networks and active transportation options is a priority. The preservation and celebration of the city's history and heritage remains an essential part of Richmond's evolution. Ensuring the people that live and work in Richmond have access to affordable and diverse housing options is also at the forefront of Council's attention and opportunities that involve collaboration and partnership to best meet the community's needs will be explored.

Priorities include:

- 6.1 Ensure an effective OCP and ensure development aligns with it.
- 6.2 "Green" and circular economic growth and practices are emphasized.
- 6.3 Build on transportation and active mobility networks.
- 6.4 Recognize Richmond's history and heritage through preservation, protection and interpretation.
- 6.5 Ensure diverse housing options are available and accessible across the housing continuum.
- 6.6 Growth includes supports and/or services for Richmond's vulnerable populations, including youth, seniors, individuals with health concerns, and residents experiencing homelessness.

6. Strategic and Well-Planned Growth

6.1 Ensure an effective OCP (Official Community Plan) and ensure development aligns with it.

Through the City's Servicing Agreement process, \$51 million of improvements to City infrastructure and off-site works were secured through new development in 2019/2020. All new development is reviewed to ensure required City infrastructure improvements are constructed to meet current standards. For example, in 2019/2020, 3.2 km of watermain, 1.7 km of sanitary sewers and 3.9 km of storm sewers were constructed or upgraded through new developments.

The City prepared the Five-Year Major Capital Works Program (2021–2025) for transportation, which outlines the scope and schedule of future road infrastructure improvements in Richmond. Transportation improvements are primarily driven by factors such as public input, new developments, area plans, traffic management strategies, safety concerns, and regional transportation improvements.

In 2019/2020, the City reviewed 671 development applications to identify transportation requirements and undertook 2,548 iterative reviews of development applications.

Seventeen new Artist Residency Tenancy Units were completed and rented out to low-income professional artists in the Pinnacle development in Capstan Village. The OCP's City Centre Area Plan identified affordable housing options for professional artists as a step in realizing the vision of the Capstan neighbourhood becoming Richmond's Arts District. In addition, four affordable purpose-built work-only artist studios were completed in the Concord Gardens development in Capstan Village. They are to be leased to qualifying professional artists that meet the household income requirements.

In consultation with Richmond School District No. 38, the OCP Bylaw Preparation Consultation Policy (Council Policy 5043) was amended to revise the criteria for making referrals to the Richmond Board of Education regarding amendments to the OCP involving residential development, which serves to provide information that informs projected student enrolment. The new policy also addressed independent school proposals requiring a development application.

The City continued the process to establish the underlying zoning for the remaining Land Use Contracts (LUCs), which will continue until all LUCs have been addressed. All LUCs will expire on June 30, 2024 and municipalities are required to establish underlying zoning for LUC properties by June 30, 2022.

In 2019/2020, 304 Development Applications were received, including 51 rezoning, 34 subdivision, 56 development permits and 58 Servicing Agreements.

Building in Richmond reached a construction value of \$717 million in 2020. By administering the Building Regulation Bylaw and working closely with industry, the City ensures that the resulting spaces are safe and meet all applicable codes, standards, regulations, and planning objectives.

Construction of the Hamilton Sanitary Pump Station and installation of new sanitary utility in the area began. This project will support population densities projected by the Hamilton Official Community Plan Update.

The City updated and enhanced the fence regulations for agriculturally zoned properties to ensure community expectations are met and to preserve an agricultural character in those areas.

6.2 "Green" and circular economic growth and practices are emphasized.

The Lulu Island Energy Company (LIEC) continued to further district energy initiatives within Richmond. In 2019, it executed a Memorandum of Understanding with Canada Infrastructure Bank (CIB) broadening financing options for the City Centre District Energy Utility (CCDEU). Due diligence and feasibility analysis have been completed on the project, which could reduce 45,000 tonnes of greenhouse gas emissions annually by using a low carbon energy source(s) while providing competitive rates to customers. In addition, LIEC completed the Alexandra District Energy Utility (ADEU) Phase 5 Project, which included the pre-piping for the future geo-exchange field expansion in the West Cambie Park. This work ensures that future installation of the additional low carbon geo-exchange fields does not impact newly built community space.

The City, on behalf of LIEC, was awarded a \$6.2 million grant through the Canada Infrastructure Program – CleanBC Communities Fund, which will expedite the implementation timeline for design and construction of a permanent, sewer heat recovery energy centre to provide renewable energy to customers of the Oval Village DEU (OVDEU).

6. Strategic and Well-Planned Growth



Oval Village District Energy Utility

District energy systems were expanded through Lulu Island Energy Company:

- ADEU: two new development connections were added for 375,000 sq. ft., bringing the total to 14 connected developments and 2.3 million sq. ft.
- OVDEU: one new development connection was added for 370,000 sq. ft., bringing the total to 10 connected developments and 2.6 million sq. ft. Energy provision capacity was expanded by 4 MW, to a total 16 MW for the system.
- CCDEU: four new development sites were secured to contribute on-site low carbon energy plants, bringing the total to 13 buildings and 6.7 million sq. ft. of floor to be serviced through this GHG emission reducing program.

The City hosted instructional seminars on construction best practices to achieve energy efficient buildings. For example, a series of Virtual “Builders Breakfasts” engaged the local design and construction community on high performance buildings and proposed new BC Energy Step Code requirements ahead of a fall 2020 update to the City’s Building Regulation Bylaw. The three-webinar series engaged a total 279 homebuilders, contractors, building officials and energy advisors.

The City implemented a House Moving and Salvage Program, which encourages home owners to list their properties for house moving and materials salvaging companies to purchase the reusable materials and reduce demolition waste.

The City and Richmond School District No. 38’s flexible plastics recycling awareness campaign involved 20 schools and resulted in over 61 kg of recycled material.

6.3 Build on transportation and active mobility networks.

A new, ten-bay, off-street bus exchange opened in November 2020 south of the Richmond-Brighouse Canada Line Station that provides a smoother transition from bus to rail, reduces the impact of transit vehicles on neighbours and road users in the area, and allows for future bus service in Richmond. The on-street bus exchange served nearly 12,000 customers on an average weekday last year and is an important transfer point for bus customers connecting with Canada Line. The \$8.5 million investment for the project was paid for through the Public Transit Infrastructure Fund (PTIF), with an additional \$2 million contribution by the City. PTIF is funded by the Government of Canada (50%), the Government of British Columbia (33%), and TransLink (17%)

The City upgraded 39 bus stops to be accessible. Of 719 active stops, 82.8% are now accessible, which is above the regional average of 80.2%.

Several improvements were made to active transportation networks and road safety systems. These include:

- Creation of the new River Parkway, improving the movement of traffic through the north-end of the City Centre, including protected on-street bike lanes and asphalt walkways.
- Completion of multi-use pathways on: No. 2 Road, River Drive, No. 6 Road, Cambie Road, Odlin Road, and Sexsmith Road. The first phase of construction for the multi-use pathway on Alderbridge Way was also completed.
- Completion of the northern extension of the Parkside Bikeway from Granville Avenue at Ash Street to Westminster Highway at Birch Street and the first phase for the Midtown Bikeway at Maple Lane School and McCutcheon Place and the Saunders-Woodwards Bikeway at Saunders Road and No. 3 Road.

- Installation of Speed Reader Boards, in-street school zone markers, speed humps, and new crosswalks to enhance safety for students near school zones, playgrounds and neighbourhood parks.
- Improvements to the Traffic Intersection Camera Program, including a city-wide inventory of camera systems and new traffic camera installations to provide real-time information and improve responsiveness in an emergency.
- Improvements to lighting and visibility through upgrades such as LED street name signs, reflective pavement markers, elephant's feet (square markings at crosswalks for cyclists), intermittent squares and installation of thermoplastic reflective paint and stencils on the municipal road network.
- Completion of a multi-year program to upgrade all City-owned traffic signals and special crosswalks to include accessible pedestrian signal (APS) features to improve safety for all pedestrians, particularly those who are living with disabilities.

The City's automated secure bicycle storage system at the Minoru Centre for Active Living has capacity for 34 bicycles.

- Installation of left-turn signals, special crosswalks, traffic signals and pedestrian signals at a total of 32 intersections to improve traffic flow.
- Expansion of the number of intersections with uninterrupted power supply (UPS), which provide continuous power in the event of an outage.
- Completion of a Network Screening Study to identify the top 20 collision prone signalized intersections, substantial completion of recommended short-term improvements, and initiation of medium- and long-term improvement designs to mitigate the issues.
- Installation of pedestrian and cyclist counters on three multi-use pathways to track usage over time in order to plan more effectively for the future.
- Addition of new and enhanced signage and wayfinding along several trails including directional markers and regulatory information for the safe and responsible usage of the Shell Road Trail, which is also an off-leash dog area

Council endorsed a major expansion of the public electric vehicle charging network, combining the City's annual Gas Tax Provision with funding from Natural Resources Canada's Zero Emission Vehicle Infrastructure Program.

Seven new electric vehicle charge stations were installed across Richmond for fleet and public use.

The City secured two new Mobility Hubs through the approval of the Richmond Centre Development. Mobility hubs are key transportation network nodes designed to seamlessly integrate multiple travel modes, supportive infrastructure, and placemaking strategies with the aim of creating pedestrian-oriented centres that help to maximize first-to-last kilometre connectivity.

6.4 Recognize Richmond's history and heritage through preservation, protection and interpretation.

Following a review and costing exercise to determine potential future uses of Phoenix Net Loft, Council approved the deconstruction & salvage of heritage and historical components of the building at Britannia Shipyards National Historic Site for use in the future reconstruction.

The City awarded the first Steveston Village Heritage Conservation Grant and processed three additional applications which were endorsed by Council. The grant program is available to provide financial assistance to property owners for conserving the exterior of identified heritage buildings in the Steveston Village Heritage Conservation Area. Public information meetings were held with residents and business owners in Steveston to raise awareness of the grant opportunity available for the 17 identified heritage resources.

The City began updating the Heritage Inventory; a list of resources that contribute to a community's heritage character. Richmond currently has 93 sites in the inventory, which is a useful planning document to identify and understand local heritage resources and help increase awareness about Richmond's history.

The City issued 26 Heritage Alteration Permits in 2019/2020, which serve to ensure preservation of heritage character in new development and signage in Steveston and other areas in Richmond.

6.5 Ensure diverse housing options are available and accessible across the housing continuum.

The City continued to deliver the Low End Market Rental program, which has secured more than 800 new affordable housing units since 2007. In 2019/2020, this program secured 237 additional affordable housing units for Richmond residents.

Through new development, the City has secured over \$3 million towards affordable housing and 26 secondary suites in 2019/2020, consistent with the City's Official Community Plan and the City's Affordable Housing Strategy. As well, the City secured 401 new market rental units through redevelopment in the same timeframe, including 68 units targeted at modest income households.

In 2019, Richmond's first modular supportive housing opened its doors on Alderbridge Way and was quickly fully occupied. This building provides 40 units of much-needed affordable housing for Richmond residents who were experiencing homelessness, and is managed by RainCity Housing. Social support services are offered on-site to residents, filling a housing gap in Richmond for individuals seeking to exit the shelter system or streets, and moving towards housing independence and improved quality of life.

The City conducted consultation with the Urban Development Institute, local developers, residents and interested stakeholders regarding potential approaches to implementing residential rental tenure zoning, a means of preserving the stock of existing market rental housing in Richmond. The new rental tenure zoning power can also be used to increase the supply of rental housing in the City.

In 2020, the City issued 1,228 Building Permits with an overall construction value greater than the 10 year average.

6.6 Growth includes supports and/or services for Richmond's vulnerable populations, including youth, seniors, individuals with health concerns, and residents experiencing homelessness.

Council approved the new Richmond Homelessness Strategy 2019–2029, which guides community actions regarding homelessness over the next 10 years. The recommended actions are informed by the principles of collaboration, partnership-building, and shared funding responsibility.

Richmond's new emergency shelter located on Horseshoe Way opened its doors, offering 36 beds for men and women experiencing homelessness. The shelter was the result of a partnership between the City of Richmond, the Salvation Army, and BC Housing. The facility also meets an immediate need for drop-in shelter spaces for women, and was built to replace the former Salvation Army men's shelter on Shell Road, which offered 10 beds for men only.

Council adopted the Dementia-Friendly Community Action Plan for Richmond. The Action Plan includes 25 actions to guide the City, Community Associations/Societies, and key stakeholders to support people living with dementia, their families and caregivers. This project was funded by a \$25,000 UBCM 2018 Age-Friendly Community Grant. Richmond received an additional \$25,000 from the Union of BC Municipalities (UBCM) 2019 Age-Friendly Community Grant to engage seniors in the creation of age-friendly neighbourhoods. The project brought together a diverse group of seniors living in the Seafair neighbourhood to identify barriers and facilitating factors to inform planning for successful ageing in place. The neighbourhood group provided a unique perspective as City staff and planners learned from the seniors' daily lived experiences and challenges.

The City of Richmond received a \$25,000 Child Care Planning Grant from the Union of BC Municipalities (UBCM). The grant will be used to update the inventory of child care spaces in Richmond and to develop a Community Child Care Action Plan and space creation targets for the next 10 years. The project involves key stakeholders including the Richmond School District No. 38, Vancouver Coastal Health and community partners.

The City of Richmond received a \$25,000 grant to develop a Poverty Reduction Action Plan from the Union of BC Municipalities (UBCM). The Action Plan will work to improve access to services and increase social inclusion on four Richmond neighbourhoods.

Richmond City Council resolved to request of the provincial government that the forthcoming BC Poverty Reduction Plan be "accountable, bold and comprehensive." In addition, Richmond City Council resolved to request that Translink work with the provincial government to provide free transit for children and youth and a sliding fee scale for low-income individuals.

The new River Green Early Care and Learning Centre in the Bridgeport neighbourhood will provide 81 child care spaces.



7. A Supported Economic Sector



Facilitate diversified economic growth through innovative and sustainable policies, practices and partnerships.

Economic development plays an important role in the well-being and financial sustainability of a city. Council's focus for the economic sector this term is on encouraging a diversified economic base with emphasis on clean sectors and strategic collaborations. Richmond is committed to being a business-friendly city, ensuring goals around growth align with economic goals and that workers' needs for transportation, housing, and training are all supported.

Priorities include:

- 7.1 Demonstrate leadership through strategic partnerships, collaborations and exploring innovative and emerging economic practices and technical advancements.
- 7.2 Encourage a strong, diversified economic base while preserving agricultural land and maximizing the use of industrial land.
- 7.3 Attract businesses to locate in Richmond and support employment and training opportunities in Richmond as we grow.
- 7.4 Inspire the farming and fishing cultures of tomorrow.

7. A Supported Economic Sector

7.1 Demonstrate leadership through strategic partnerships, collaborations and exploring innovative and emerging economic practices and technical advancements.

In partnership with Tourism Richmond and the Richmond Hotel Association, the City launched the Richmond Discovery Shuttle in 2019 to connect visitors to Richmond's key tourist attractions. The shuttle attracted over 2,000 riders in its inaugural summer season.

Dredging of the Steveston Harbour Channel, Imperial Landing, and the Britannia Shipyards National Historic Site waterfront was completed. The project supports commercial and recreational maritime use and the City's major events such as the Maritime Festival, and various programming at the Britannia Shipyards National Historic Site.

The introduction of ride-hailing legislation in 2019 resulted in local governments implementing an inter-municipal licensing program to regulate ride-hailing businesses in Metro Vancouver. Inter-municipal licensing allows businesses to apply for a

business licence to operate in all participating municipalities with standardized regulations across the Lower Mainland.

Traffic Bylaw No. 5870 was amended to harmonize vehicle weight and dimension limits and cargo securement requirements across Metro Vancouver in support of a future centralized regional permit system for goods movement.

Through the Tourism Challenge passport stamp program, the City's participating sites welcomed almost 26,000 visitors in April and May 2019.

7.2 Encourage a strong, diversified economic base while preserving agricultural land and maximizing the use of industrial land.

The City worked with various branches of the provincial government, including the Agricultural Land Commission and the Ministry of Agriculture on legislative changes including updates to cannabis regulation, and changes to the Local



Richmond Discovery Shuttle

7. A Supported Economic Sector

Government Act with regards to house size and regulations within the Agricultural Land Reserve.

The City advanced the Industrial Land Intensification Initiative (ILI) by completing a review of existing industrial land use regulations, and identifying and assessing potential changes. These proposed changes were developed through extensive research, analysis, and stakeholder input and focus on permitted uses, parking requirements, and building massing elements such as building height and site coverage. The benefits of industrial land intensification include:

- Accommodating increased economic and employment activity on a limited land base.
- More efficient use of lands and resources, as well as transportation and site service infrastructure.
- Reducing the pressure to convert agricultural lands to industrial use.

The City participated in the development of the Regional Industrial Lands Strategy, which is intended to establish a vision for the future of industrial lands across Metro Vancouver to the year 2050, and to provide a set of recommendations to guide a broad range of stakeholder actions to achieve that vision. The strategy was approved by the Metro Vancouver Board in July 2020.

The City regularly participates in the Metro Vancouver Regional Industrial Land Committee, and through regular meetings of the Regional Planning Advisory Committee, works to maintain a healthy industrial land base in Richmond and the region.

7.3 Attract businesses to locate in Richmond and support employment and training opportunities in Richmond as we grow.

Richmond continued to attract film productions of all sizes and scales. In 2019/2020, the City processed approximately 164 film permits with roughly \$1 million in service and location charges. In early 2020, a large-scale production took place in Garry Point Park. This production was one of the first of its scale to return to work in BC after the temporary halts to productions in response to the COVID-19 pandemic.

A total of 238 “shoot days” took place in Richmond in 2019.

The City worked with Warner Bros. Television on a project to convert two properties into temporary film studios in early 2020. With the completion of this project, Richmond is

now home to a total of six film studios; three purpose-built film studios and three temporary film studios. Despite the COVID-19 pandemic, the demand for designated studio spaces for the film industry continued to increase.



Filming in Richmond

The City offered an Innovation & Entrepreneurship Workshop Series for local small businesses and entrepreneurs. Three free workshops provided information and resources on topics that covered raising start-up capital, commercializing a product or service, and protecting intellectual property. This series engaged business development stakeholders in identifying future opportunities for the City and its partners to further strengthen the local ‘start-up ecosystem’.

Richmond participated in the creation of the Metro Vancouver Regional Prosperity Service, which was launched in 2019 to create a cohesive brand and attract international investment and high quality jobs to the region. This collaborative initiative brings together businesses, local governments, academia, professional associations and civic organizations to improve and expand the prosperity of the Metro Vancouver region.

Council adopted an OCP amendment bylaw to include a new incentive-based policy to ensure that a portion of new office space constructed in the City includes large floorplate office space which would be capable of supporting large employers.

The City offered the Airtightness Training Program to assist local homebuilders in gaining skills to successfully achieve BC Energy Step Code requirements and enhance energy performance levels when building in Richmond. Performance tests conducted on new homes suggest that the program has resulted in improved performance in airtightness, which is a key determinant of building energy efficiency.

The City undertook consultation with the public and industry stakeholders on an office stratification policy. The policy will accommodate the needs of growing office tenants looking to locate in Richmond address issues related to office stratification.

Traffic Bylaw No. 5870 was amended to support the on-going operation of quadricycle services in the Steveston Village area.

7.4 Inspire the farming and fishing cultures of tomorrow.

In 2019, Council endorsed the Terms of Reference for the update to the 2003 Agricultural Viability Strategy. The new strategy—to be called Farming First—will establish policies to encourage new investment in agriculture, and identify opportunities to attract new farmers. In addition, the Food Security and Agricultural Advisory Committee (FSAAC) which includes a diverse range of members, including local farmers, Kwantlen Polytechnic University, and local food security advocates, will be key in identifying opportunities to attract new farmers to Richmond. Extensive public consultation on this project was conducted with residents, Agricultural Land Reserve (ALR) property owners, stakeholders and the farming community.

The City worked closely with the Agricultural Land Commission and the Ministry of Agriculture on the review of the No. 5 Road Backlands policy, in addition to legislative changes to agriculture. This initiative included consultation with property owners and representatives of community institutions located along the

No. 5 Road Backlands policy area, and on Assembly (ASY) zoned lands in the Agricultural Land Reserve (ALR).

In support of agriculture education, the City entered into agreements with the Kwantlen Polytechnic University that enable components of the Richmond Farm School and the Department of Sustainable Agriculture and Food Systems' degree program on City-owned land. These programs provide agricultural training and initiatives include an organic orchard for the purpose of research, on-site demonstration and class work, and an organic incubator farm to provide opportunities for new farmers to actively farm in an applied, cooperative and supportive manner. The City also continued to support the Kwantlen St. Farmers Market by providing use of the Cultural Centre plaza and Brighthouse Pavilion, and through cross-promotion.

City council approved a funding contribution of \$50,000 for the Steveston Harbour Authority (SHA) archway sign, located at 6th Avenue near Chatham Street from the community initiatives fund. The archway sign aims to commemorate the importance of fishing and the fishing industry in the community's history.

In 2019, Richmond's Farm Fest provided approximately 5,000 participants the opportunity to meet local farmers, learn about farming equipment and shop an artisanal farmers market featuring produce and goods from across the Lower Mainland. In 2019, the cooking stage was expanded to feature live canning and preserving demonstrations by a professional chef throughout the day. Other events throughout Richmond, such as Garlic Festival, and various farmers markets celebrate and highlight the farming industries in Richmond.



Farm Fest at City Garden Lands



7. Supporting Richmond's Economic Sector During the COVID-19 Pandemic

In response to the COVID-19 pandemic, the City implemented a number of initiatives to support Richmond's local businesses and economic sector. For example:

- The City launched a Business Support Centre to provide a centralized, virtual source of accurate and timely information and resources for local businesses. The support centre provided information for businesses about programs and resources from all levels of government and other agencies as well as information on how to access City services for businesses. Key initiatives that were part of the Business Support Centre include:
 - ♦ Job opportunities for displaced workers.
 - ♦ Directory for Richmond-made PPE and COVID-19 safety supplies.
 - ♦ Alternate distribution channels for local goods.
- The City launched the Richmond Business Resilience Program in 2020 offering free training to help local entrepreneurs adapt their businesses so they can emerge from the crisis thriving and able to withstand future economic shocks. Users have access to tools and resources from experts, bi-weekly live webinars, an online community of local business owners, as well as one-on-one support from the City's Economic Development Office.
- The City launched an Expedited Temporary Outdoor Patio program and online application process to allow restaurants, cafes and pubs to expand outdoor seating to private property, parking lots or approved space on City sidewalks with respect to patio layout guidelines. This helped businesses maximize space in order to adhere to physical distancing requirements.
- The City partnered with Tourism Richmond and the Richmond Chamber of Commerce to create the online hub www.wearerichmondbc.ca to support local businesses and help bring the community together. The website includes an 'Open for Business' marketplace, a compilation of resources for businesses and residents, and a collection of virtual experiences that people can enjoy from the comfort of their home.
- The Richmond Film Office worked closely with both internal and external stakeholders, including Creative BC's Municipal Film Advisory Committee, to develop plans, implement processes, and provide feedback on the film industry's return to work plan.

8. An Engaged and Informed Community



Ensure that the citizenry of Richmond is well-informed and engaged about City business and decision-making.

Council views communication and engagement as a high priority that extends across all areas. With a multitude of communication tools available through advancements in technology, access to accurate, timely and complete information is important for dialogue and participation.

Priorities include:

- 8.1 Increased opportunities for public engagement.
- 8.2 Ensure citizens are well-informed with timely, accurate and easily accessible communication using a variety of methods and tools.

8. An Engaged and Informed Community

8.1 Increased opportunities for public engagement.

The Let's Talk Richmond online engagement platform provided community members a convenient opportunity to share their input on discussions that shape Richmond. For example:

- In 2019 the platform was utilized for 25 engagement projects which saw over 9,000 visits, resulting in 5,700 actions taken on the project webpages and almost 2,300 completed surveys and questions submitted.
- In 2020, the City offered 17 engagement projects on Let's Talk Richmond despite disruptions caused by the COVID-19 pandemic. These projects saw over 10,000 visits resulting in over 5,000 actions taken on the engagement projects webpages and 1,800 completed survey or questions submitted. The tool was also newly used for two virtual open houses—Capital Projects Highlights and City Snapshots—each attracting hundreds more people and dozens more completed feedback tools than would be expected for an in-person open house.

A number of other City initiatives included a variety of public engagement opportunities, including:

- Community Energy and Emissions Plan
- Cultural Harmony Plan 2019–2029
- Richmond Homelessness Strategy 2019–2029
- Steveston Community Centre and Branch Library Replacement Concept Design
- 2019–2023 5 Year Financial Plan
- Farming First Strategy
- South Arm Park Playground Renewal
- Residential Rental Tenure Zoning
- Development Notification Signage Review
- Age-Friendly Project 2019
- Richmond Resilient Communities
- Brazilian Elodea Management Program
- Richmond RCMP Policing Priorities

The City hosted over 10 public and key stakeholder engagement events in 2019 to present and promote the Flood Protection Management Strategy as well as the Dike Master Plan. These events were immensely successful as the projects were collectively supported by the public and stakeholders. In 2020, the City created a new flood protection feature video and participated in over four public presentations promoting flood protection in Richmond. The engagements informed the community of the various City initiatives to advance flood protection and reinforced the City's financial plans through a variety of easily accessible communication methods including video conferencing and social media.

The Community Energy & Emissions Plan (Advancing Richmond's Climate Leadership, 50% by 2030) community and stakeholder engagement campaign raised public awareness of the issue, with over 1,000 people participating in-person at several workshops and two Community Directions Fairs, 2,000 visitors to the project page on LetsTalkRichmond.ca, and 500 completed surveys.

In 2019/2020, a wide variety of workshops and events were undertaken to engage the community in more sustainable and circular economic practices including:

- Almost 2,353 people attended 37 recycling and waste reduction workshops.
- Thirteen outreach events were hosted on the topic of electric vehicles.
- Three repair events were offered where volunteers fixed household items and taught participants about basic repairs.
- Informational displays were featured at 11 community events, and garbage and recycling stations were provided for 92 events.
- Virtual workshops and events included Let's Recycle Correctly and Zero Heroes: Home Edition, offered in partnership with Dreamrider Productions.
- Approximately 295 people attended 13 tours of the Recycling Depot.

The City initiated an education campaign with multi-residential strata agents regarding bylaws. The program provided bylaw canvassers access to common property for the purpose of distributing pamphlets and to follow up on outstanding dog licences. Some strata agents have also incorporated some of the City's bylaw requirements into their own strata bylaws. As an added benefit, strata agents have become more inclined to report illegal short term rentals and animal control related offences such as unlicensed or aggressive dogs.

In 2019, 8,000 residents attended the Public Works Open House to learn about City services and over 300 students from elementary schools attended Project WET.



8.2 Ensure citizens are well-informed with timely, accurate and easily accessible communication using a variety of methods and tools.

An online Council Decisions Database was launched on the City's website (www.richmond.ca), which includes voting records from open Council meetings and Public Hearings. The new search feature is a tool for the public to access information and conduct research on open Regular and Special Council meetings and Public Hearings dating back to 1998.

The City's first corporate Instagram account, @RichmondBC was launched. The Instagram account reached over 2,000 followers in the first few months and provides another channel for public inquiries and information related to City programs and services.

Richmond residents were invited to learn about upcoming and ongoing capital construction works within the city at the annual Capital Construction Project Open House. The event showcased over 40 projects for 2019 and provided a forum for the public with opportunities to comment and provide feedback on construction prior to commencement. In 2020, staff built an interactive webpage, 2020 Capital Project Highlights, where residents can access the information and learn about the upcoming capital projects online.

Volunteers contributed to a vibrant and engaged community in 2019:

- 1,819 volunteers contributed over 82,000 hours with the City and partner organizations.
- 239 RCMP volunteers contributed 21,327 volunteer hours.
- 250 Green Ambassadors volunteered at 20 special events to help keep recyclables out of the garbage, resulting in 81-92% diversion rates.

In 2019, the City held a series of Community Information Sessions across Richmond related to planning and development, transportation, affordable housing and sustainability. The sessions provided access to a wide range of information on City plans, policies and initiatives that guide development and how they are being implemented to address growth and change in the community. In 2020, the in-person sessions were transformed into an online open house hosted on the Let's Talk Richmond platform due to the COVID-19 pandemic. Community members were able to access updated policy topics and projects online and share comments or questions to which staff responded on the platform.

Council adopted new development information signage standards for advising the community about land development applications. This helps to clarify information for community members and opportunities to provide feedback. In addition, the City hosted two community information sessions on development-related items in 2019/2020 to help inform citizens about City objectives related to planning growth.

Significant improvements and additions were made to various geographic map applications, including the Richmond Interactive Map, Invasive Species Map, Invasive Species Map, Sanitary Storm and Sewer Assets Map, Valve and Hydrants Map, Richmond Utilities Map, Child Care Locator Map, and Parking Map applications.

To enhance customer service and provide information to the public:

- Improvements were made to the call centre system for inquiries related to community bylaws.
- An updated business licence manual was produced to provide an up-to-date resource to the public on over 200 business license types.

The City's social media accounts saw an increase in activity from previous years.

On Facebook:

- On average, the City's page received 407 interactions and reached 4,875 users per day.

On Twitter:

- Followers increased by 22% from 2019 and tweets were seen over 2 million times.

On Instagram:

- Followers reached 2,193 by October 31, 2020 on the new account and received 10,513 engagements.

On YouTube:

- Videos received 29% more views than 2019.
- Followers increased by 140% from 2019.

8. Maintaining an Engaged and Informed Community During the COVID-19 Pandemic

In response to the COVID-19 pandemic and guidelines on public gatherings and physical distancing, the City transitioned Committee, Council and Public Hearing Meetings to a virtual format, enabling Council members and staff to participate remotely in all meetings. To further encourage public involvement and engagement, all Open Committee, Council and Public Hearing meetings were also live-streamed using the City's YouTube channel, enabling the public to watch all meetings live from the comfort of their homes. This service was further enhanced through the provision of phone participation by members of the public, providing direct access to delegate at Council meetings through a remote participation opportunity.

The City launched a dedicated section on the City website (www.richmond.ca/COVID-19) to update the community on news, decisions and status of programs, facilities and services impacted by the pandemic. Information included:

- Up-to-date information about which facilities, amenities and services were open or closed to the public.
- News releases related to the COVID-19 pandemic, including announcements.
- Mayor Brodie's video statements.
- The Restoring Richmond Plan and related information, such as:
 - ♦ COVID-19 Safety Plans.
 - ♦ Mask requirements.
- Additional links to internal and external resources.

The web page was well utilized, with over 155,000 visits and 203,000 page views from March to December 2020.

The City worked closely with the Richmond School District No. 38, Vancouver Coastal Health – Child Care Licensing, the Child Care Resource and Referral Centre to gather

and disseminate critical information regarding child care for essential service workers. Information was regularly provided to the Richmond Emergency Operations Centre, Richmond RCMP, Richmond Fire Rescue, the Richmond Division of Family Practice and the Armed Forces to ensure that employees working in essential services had up-to-date and accurate information to support their access to emergency child care in response to the COVID-19 pandemic.

The City worked closely with Richmond Cares, Richmond Gives (RCRG), one of 24 designated COVID-19 response hubs in BC, to inform seniors of support services available to them, including: virtual friendly visits, grocery shopping and delivery, frozen meal delivery, prescription pick-up and delivery, peer counselling, and caregiver support. Information was shared through the City's website, print material delivered to seniors housing, the Minoru Centre for Active Living Meals-to-Go program, newspaper advertisements and one-on-one wellness calls.

In the early stages of the COVID-19 pandemic, the City compiled and shared funding opportunities from other levels of government through various advisory committees, community associations and societies. These included access to income supports, tax relief and direct funding for Richmond non-profits affected by the pandemic. The compilation of funding opportunities provided consistent and up-to-date information eliminating the need for the organizations to find and interpret what funding opportunities were available.

Throughout the COVID-19 pandemic the City worked closely with Vancouver Coastal Health to ensure information, resources and guidelines produced by the City were in alignment with directions from health authorities and provided accurate and reliable information to the community.

Awards and Recognition



Councillor Alexa Loo, Mayor Malcolm Brodie, Councillor Linda McPhail, Councillor Michael Wolfe, and Maya Tait, President of UBCM (September 2019)

Awards and Recognition

Canadian Association of Municipal Administrators (CAMA)'s Environment Award

Richmond received the prestigious CAMA Environment Award in 2019 for its innovative District Energy Implementation program. The award recognizes the commitment of a municipality to environmentally sustainable governance, to protecting the environment, and to combating climate change.

Canadian Association of Municipal Administrators (CAMA)'s Professional Development Award

Richmond received CAMA's Professional Development Award for the City's Engineer-in-Training program in 2020. This award recognizes a community that has developed a unique and innovative program for their staff and can be replicated in other communities.

Government Finance Officers Association (GFOA) of the United States and Canada's Canadian Award for Financial Reporting and Outstanding Achievement in Popular Annual Financial Reporting Award

The City's 2017 and 2018 Annual Reports were honoured with the Canadian Award for Financial Reporting for the 16th and 17th consecutive years, and the Award for Outstanding Achievement in Popular Annual Financial Reporting for the ninth and 10th consecutive years in 2019 and 2020.

Association of Energy Engineers (AEE)'s Canada Region Energy Project of the Year Award

The Association of Energy Engineers (AEE), an international organization that recognizes excellence in energy management, awarded the City the 2019 Canada Region Energy Project of the Year Award for the delivery of the Alexandra District Energy Utility (ADEU) project. AEE recognized the City for its innovative renewable energy project that is making a significant impact on climate change.

The Energy Globe Foundation's Canadian Energy Globe National Award

The City's Lulu Island Energy Company was the winner of the national 2020 Energy Globe Award for the Alexandra District Energy Utility (ADEU) Smart Centres Expansion. The SmartREIT plant is connected with the main ADEU central plant, allowing for energy sharing throughout the entire ADEU distribution system by sharing excess thermal energy capacity into the ADEU network. This prominent award is presented annually to projects focusing on energy efficiency, renewable energies and the conservation of resources.

International District Energy Association's 2020 IDEA Innovation Award

The City's Lulu Island Energy Company was the winner of the International District Energy Association 2020 IDEA Innovation Award for the Alexandra District Energy Utility (ADEU) Smart Centres Expansion. The project took an innovative approach to the expansion of the ADEU with construction of a satellite energy plant to both meet the energy demands of large format commercial customers and share energy across the entire district network, all while diversifying the low carbon energy sources available for use in the Utility. This international recognition from peers in the District Energy industry is a result of the City and LIEC's dedication to excellence, innovation and the commitment to reducing greenhouse gas emissions through the deployment of district energy systems.

Union of BC Municipalities (UBCM)'s Community Excellence Award – Excellence in Governance

The City was awarded the UBCM Award for Excellence in Governance for the 2017–2022 Richmond Child Care Needs Assessment and Strategy in 2019. The vision for the current five year strategy is for Richmond to build upon three decades of work to continue to be a municipal leader in fostering the conditions for a comprehensive child care system.

BC Environmental Managers Association's Technological Innovation Award

Richmond received the BC Environmental Managers Association 2019 Technological Innovation Award for the implementation of a simplified non-storm water discharge management program that safeguards the City's sewers and strengthens environmental protection.

Public Works Association of BC's Public Works Week Community Celebration Award

The Public Works Open House received the Public Works Association of BC's Public Works Week Community Celebration award for a population over 100,000 in 2019. The interactive event showcases the work that is done on a daily basis to ensure the safety and health of the community.

Community Energy Association's Climate & Energy Action Award

The City of Richmond's first-of-its-kind Electric Vehicle (EV) infrastructure requirement was recognized with a Climate & Energy Action Award from the Community Energy Association in 2019. The Climate & Energy Action Award recognizes climate leadership of BC local governments.

Homebuilders Association of Vancouver's Ovation Award

The Storeys affordable housing project received an Ovation Award from the Homebuilders Association of Vancouver in 2019 for Best Multi-Family High-Rise Development.



Storeys Affordable Housing Development

BC Recreation and Parks Association (BCRPA)'s Facility Excellence Award

In 2020, the Edwardian Cottage at Terra Nova Rural Park was named by the BCRPA for its provincial Facility Excellence Award for projects with a capital cost less than \$1 million. The annual award recognizes outstanding facility design that reflects community culture and spaces that are accessible, engage community members in design consultation, and ultimately improve the well-being of the community.



Edwardian Cottage

Institute of Transportation Engineers – Greater Vancouver Section's Mavis Johnson Award

Richmond received the 2020 award for Road Safety Project of the Year in the Greater Vancouver area for its Network Screening Study that identified the top 20 collision prone intersections and recommended mitigation measures. This annual award celebrates technical excellence in the field of road safety.

Association of Consulting Engineering Companies BC's Award of Merit

In 2019, the City was recognized for the Britannia Shipyards National Historic Site Flood Protection Improvements Project, which upgraded flood prevention infrastructure for a national historic site which is located outside of Richmond's diking network.

Firehouse Magazine's Station Design Awards

In 2019, Brighthouse Fire Hall No. 1 received notable design mention from Firehouse Magazine, as well as Cambie Fire Hall No. 3 and Ambulance Station No. 250 for being the first combined urban fire and ambulance station and mixed-use facility in British Columbia.

Canadian Alliance of Chinese Associations' Public Safety Contribution Award

Richmond Fire-Rescue was awarded the Public Safety Contribution Award from the Canadian Alliance of Chinese Associations at the Richmond 140th Anniversary Awarding Ceremony held in December 2019.

Government Fleet Magazine's Notable Fleets Certificate of Achievement

The City's fleet was awarded a certificate of achievement through the Government Fleet Magazine and American Public Works Association Leading Fleets award in 2020. The award recognizes operations that are performing at a high level in fleet innovation and leadership.





City of Richmond

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www.richmond.ca

CNCL – 147



City of Richmond

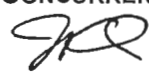


Report to Committee

To: Finance Committee **Date:** May 31, 2021
From: Ivy Wong **File:** 03-0900-01/2021-Vol
Acting Director, Finance 01
Re: Revenue Anticipation Borrowing (2021) Bylaw No. 10270

Staff Recommendation

1. That Revenue Anticipation Borrowing (2021) Bylaw No. 10270 be introduced and given first, second and third readings.
2. That Revenue Anticipation Borrowing (2021) Bylaw No. 10270 be adopted.

Ivy Wong
Acting Director, Finance
(604-276-4046)

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Law	<input checked="" type="checkbox"/>	 Acting GM, F&CS
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO 

Staff Report

Origin

The City of Richmond (the City) continues to maintain a sound financial position with access to cash and liquid investments to meet its financial obligations. Consistent with ongoing practice, it is prudent for the City to maintain adequate level of credit facility as a contingency plan in the event that the City requires bridge funding to meet current lawful expenditures and obligations.

The City maintains a credit facility agreement with its bank and is seeking Council's approval and authorization of the proposed Revenue Anticipation Borrowing (2021) Bylaw No. 10270. This bylaw requires annual adoption in accordance with Section 177 of the *Community Charter*.

This report supports Council's Strategic Plan 2018-2022 Strategy #5 Sound Financial Management:

Accountable, transparent, and responsible financial management that supports the needs of the community into the future.

5.1 Maintain a strong and robust financial position.

Findings of Facts

Last year, Council adopted Revenue Anticipation Borrowing (2020) Bylaw No. 10153 whereby the City was authorized to borrow up to \$36,500,000 to meet its obligations, if required. The authorized amount of the revenue anticipation borrowing took into consideration the uncertainty of the potential financial impacts of the COVID-19 pandemic had on households, businesses and the City's finances.

Despite the unprecedented conditions, the City has been able to maintain and continue to sustain a strong financial position and the available credit facility was never activated. Staff have reassessed the credit requirements and is proposing that the amount of revenue anticipation borrowing for the current year be reduced by \$15,000,000 to \$21,500,000. The proposed amount of \$21,500,000 in credit facilities is comprised of:

- (i) \$15,000,000 in standby letters of credit, demand promissory notes or bank overdraft;
- (ii) \$4,500,000 in leasing lines of credit; and
- (iii) \$2,000,000 in commercial card credit facility.

Analysis

Section 177 of the *Community Charter*

Pursuant to Section 177 of the *Community Charter*:

- Council may, by bylaw, provide the authority to borrow money that may be necessary to meet current lawful expenditures or to pay amounts required to meet the City's taxing obligations in relation to other local governments or public bodies.
- The maximum amount of borrowing allowed for revenue anticipation borrowing is the sum of the unpaid taxes for the current year and the money remaining due from other governments (e.g. payment in lieu of taxes and grants).
- Before the adoption of the annual property tax bylaw in any year, the taxes in that year are deemed to be 75% of all property taxes imposed for all purposes in the preceding year.
- If money is borrowed pursuant to a revenue anticipation borrowing bylaw, any money to be collected from property taxes must be used to repay the money borrowed.

The proposed bylaw amount of \$21,500,000 satisfies all the conditions set out in Section 177 of the *Community Charter*.

Purpose of the City's Credit Facility Agreement

Standby Letters of Credits/Demand Promissory Notes/Bank Overdraft

The purpose of the \$15,000,000 operating line of credit is to ensure that the City has a secondary source of credit in place to protect its bank accounts from the unlikely event of going into an overdraft position. Staff regularly monitor the City's cash flow position to prevent the possibility of having to draw down on the credit facility. The credit facility has never been utilized by the City. If the operating line of credit remains unused, it will be free of charge for the City to maintain.

Leasing Lines of Credit

The purpose of the \$4,500,000 leasing lines of credit is to ensure that a leasing facility is available in the event it is required. If the leasing line of credit remains unused, it will be free of charge for the City to maintain.

Commercial Credit Card Facility

The purpose of the \$2,000,000 limit in commercial credit card facility is to provide a convenient and cost-effective method of procuring and paying for low value goods and services. The commercial credit card facility is free of charge if payment is received within three days after the statement date.

Costs of the City's Credit Facilities

The credit facilities are offered to the City by Scotiabank at no charge unless they are being drawn upon. The following table summarizes the interest rates under the City's existing credit facility agreement:

	Operating Lines of Credit	Leasing Lines of Credit	Commercial Credit Card
Interest Rate	Bank's prime lending rate minus 0.50%	Bank's prime lending rate or leasing base rate plus 0.60%	Bank's prime lending rate plus 12%
Grace Period	None	None	3 days after statement date

The current bank's prime lending rate at the time of this report is 2.45%.

Proposed Revenue Anticipation Borrowing (2021) Bylaw No. 10270

The proposed Revenue Anticipation Borrowing (2021) Bylaw No. 10270 does not automatically result in any borrowing upon adoption. The adoption of the Bylaw will enable the establishment of available credit facilities in the event that bridge financing is required.

With the City's solid financial position, the City has never activated any credit facilities in the past. The purpose of maintaining these credit facilities is to ensure that they will be available in the event that funds are required to meet short-term operational cash flow needs. Should any of these credit facilities be utilized resulting in the City incurring interest charges for a consecutive period of more than two weeks, staff will prepare a memo to inform Council of such financial activity.

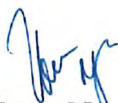
The Revenue Anticipation Borrowing Bylaw is required to be adopted annually by Council. Credit facility arrangements are reviewed with the bank at least once a year to evaluate the City's credit needs in determining the optimal level of credit facility balances to maintain.

Financial Impact

None.

Conclusion

Staff recommend that the Revenue Anticipation Borrowing (2021) Bylaw No. 10270 be approved for adoption.



Venus Ngan, CPA, CA
 Manager, Treasury and Financial Services
 (604-276-4217)
 Att. Revenue Anticipation Borrowing (2021) Bylaw No. 10270



REVENUE ANTICIPATION BORROWING (2021) BYLAW NO. 10270

The Council of the City of Richmond enacts as follows:

1. Council shall be and is hereby empowered and authorized to borrow upon the credit of the City, from a financial institution, a sum not exceeding \$21,500,000 at such times as may be required.
2. The form of obligation to be given as acknowledgement of the liability shall be \$15,000,000 in the form of standby letters of credit, demand promissory notes or bank overdraft, \$4,500,000 in the form of leasing lines of credit, and \$2,000,000 in the form of commercial credit card facility.
3. All unpaid taxes and the taxes of the current year (2021) when levied or so much thereof as may be necessary shall, when collected, be used to repay the money so borrowed.
4. Revenue Anticipation Borrowing (2020) Bylaw No. 10153 is hereby repealed.
5. This Bylaw is cited as **“Revenue Anticipation Borrowing (2021) Bylaw No. 10270”**.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

CITY OF RICHMOND
APPROVED for content by originating dept. VN
APPROVED for legality by Solicitor BRB

MAYOR

CORPORATE OFFICER



To: Finance Committee

Date: June 2, 2021

From: Ivy Wong
Acting Director, Finance

File: 03-0900-01/2021-Vol
01

Re: Banking Resolution Update

Staff Recommendation

That effective July 12, 2021, the banking resolution (part 9 of resolution R09/11-4) adopted by Council on June 8, 2009, be replaced with the following:

- (1) All cheques be signed on behalf of the City by the Mayor or, in his/her absence, the Acting Mayor as determined by Council resolution, and counter-signed by the General Manager, Finance and Corporate Services or, in his/her absence, the Acting General Manager, Finance and Corporate Services. The use of a mechanical or other device in affixing a facsimile of their signatures to such cheques is also an acceptable means of authorization.
- (2) The following persons are authorized in all dealings (as described below) with the City's bank on behalf of the City:

Chief Administrative Officer, or in his/her absence, the Deputy Chief Administrative Officer

General Manager, Finance and Corporate Services, or in his/her absence, the Acting General Manager, Finance and Corporate Services

Director, Finance, or in his/her absence, the Acting Director, Finance

Manager, Revenue, or in his/her absence, the Acting Manager, Revenue

Manager, Treasury and Financial Services, or in his/her absence, the Acting Manager, Treasury and Financial Services

Two of the above persons, one of whom must be the Chief Administrative Officer (in his/her absence, the Deputy Chief Administrative Officer), or the General Manager, Finance and Corporate Services (in his/her absence, the Acting General Manager, Finance and Corporate Services), or the Director, Finance (in his/her absence, the Acting Director, Finance), are authorized to:

- (a) Provide instructions, verifications and approvals to the City's bank (without limitation) to transfer funds, wire payments and authorize debits on behalf of the City;
- (b) Enter into and authorize Financial Services Agreement, other banking agreements, cash management service requests, and electronic banking arrangements with the City's bank on behalf of the City;
- (c) Obtain delivery of all or any stocks, bonds and other securities held in safekeeping or otherwise for the account of the City; and
- (d) Give instructions to the City's bank and its subsidiaries in assisting with the management of the City's investments.

Any one of the above persons is authorized to:

- (e) Negotiate with, deposit with, or transfer to the City's account, all or any cheques and other orders for the payment of money to the City, and to endorse such cheques and orders for the payment of money to the City, either in writing or by rubber stamp.
- (3) Authorization from both the Mayor (in his/her absence the Acting Mayor) and the General Manager, Finance and Corporate Services (in his/her absence the Acting General Manager, Finance and Corporate Services or the Director, Finance), along with a copy of the adopted bylaw, are required for the City to obtain long-term borrowing from the City's bank and to grant security to the City's bank on behalf of the City.
 - (4) The City's bank is authorized to honour, pay and charge to the account of the City, all City's written instructions bearing a facsimile or facsimiles of the signature of the above-mentioned authorized persons on the understanding that each instruction will be binding on the City to the same extent as though they had been manually signed.
 - (5) This resolution:
 - (a) Remains in force and effect until written notice to the contrary has been given in writing to, and acknowledged in writing by, the City's bank; and



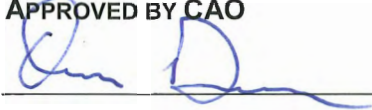
June 2, 2021

- 3 -

- (b) Be certified by the Corporate Officer and provided to the City's bank, together with specimens of facsimiles of the signatures having authority to sign cheques and/or written instructions on behalf of the City.



Ivy Wong
Acting Director, Finance
(604-276-4046)

REPORT CONCURRENCE		
ROUTED TO: City Clerk	CONCURRENCE <input checked="" type="checkbox"/>	CONCURRENCE OF GENERAL MANAGER  Acting GM, F&CS
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO 

Staff Report

Origin

The City's Banking Resolution was last approved by Council in June 8, 2009. The purpose of this report is to propose housekeeping amendments to the City's Banking Resolution for administrative changes that occurred since the last update.

Analysis

Staff propose that the Banking Resolution be updated to include the Chief Administrative Officer (or the Deputy Chief Administrative Officer in his/her absence) as one of the authorized signatories. The addition of the Chief Administrative Officer will align the authorized signatories of the Banking Resolution to the authorized individuals listed under the City's Emergency Management Organization Establishment Bylaw No. 9232 (last amended in 2014) in the event that expenditures are required to be authorized during a declaration of state of local emergency. The position names and acting position names of the all authorized signatories have also been updated to reflect changes to their titles since the last update.

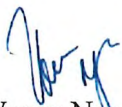
Refer to Attachment 1 for a redlined version of the proposed changes to the City's Banking Resolution.

Financial Impact

None.

Conclusion

That the updated Banking Resolution be adopted by Council.



Venus Ngan
Manager, Treasury and Financial Services
(604-276-4217)

Attachment 1: Redlined version of proposed Banking Resolution update

(Redlined Version)

**Extract From:
Regular Council Meeting
Change To The City's Banking Resolution
June 8, 2009**

- (1) All cheques be signed on behalf of the City by the Mayor or, in his/her absence, the Acting Mayor as determined by Council resolution, and counter-signed by the General Manager, Finance and Corporate Services – ~~Business & Financial Services~~ or, in his/her absence, the Acting General Manager, Finance and Corporate Services – ~~Business & Financial Services~~. The use of a mechanical or other device in affixing a facsimile of their signatures to such cheques is also an acceptable means of authorization;

- (2) The following persons are authorized in all dealings (as described below) with the City's bank on behalf of the City:

Chief Administrative Officer, or in his/her absence, the Deputy Chief Administrative Officer

General Manager, Finance and Corporate Services, or in his/her absence, the Acting General Manager, Finance and Corporate Services

Director, Finance, or in his/her absence, the Acting Director, Finance

Manager, Revenue, or in his/her absence, the Acting Manager, Revenue

Manager, Treasury and Financial Services, or in his/her absence, the Acting Manager, Treasury and Financial Services

- (a) ~~General Manager – Business & Financial Services~~
- (b) ~~Director – Finance~~
- (c) ~~Manager – Revenue~~
- (d) ~~Manager – Treasury~~

Two of the above persons, one of whom must be the Chief Administrative Officer (in his/her absence, the Deputy Chief Administrative Officer), or the General Manager, Finance and Corporate Services (in his/her absence, the Acting General Manager, Finance and Corporate Services) – Business & Financial Services, or the Director – Finance (in his/her absence, the Acting Director, Finance), are authorized to:

- (a) Provide instructions, verifications and approvals to the City's bank (without limitation) to transfer funds, wire payments and authorize debits on behalf of the City;

- (b) Enter into and authorize Financial Services Agreement, other banking agreements, cash management service requests, and electronic banking arrangements with the City's bank on behalf of the City;
- (c) Obtain delivery of all or any stocks, bonds and other securities held in safekeeping or otherwise for the account of the City;
- (d) Give instructions to the City's bank and its subsidiaries in assisting with the management of the City's investments;

Any one of the above persons is authorized to:

- (e) Negotiate with, deposit with, or transfer to the City's account, all or any cheques and other orders for the payment of money to the City, and to endorse such cheques and orders for the payment of money to the City, either in writing or by rubber stamp;

- (3) Authorization from both the Mayor (in his/her absence the Acting Mayor) and the General Manager, Finance and Corporate Services ~~—Business & Financial Services~~ (in his/her absence the Acting General Manager, Finance and Corporate Services or the Director, ~~—Finance~~), along with a copy of the adopted bylaw, are required for the City to obtain long-term borrowing from the City's bank and to grant security to the City's bank on behalf of the City;
- (4) The City's bank is authorized to honour, pay and charge to the account of the City, all City's written instructions bearing a facsimile or facsimiles of the signature of the above-mentioned authorized persons on the understanding that each instruction will be binding on the City to the same extent as through they had been manually signed;
- (5) This resolution:
 - (a) remain in force and effect until written notice to the contrary has been given in writing to, and acknowledged in writing by, the City's bank; and
 - (b) be certified by the Corporate Officer and provided to the City's bank, together with specimens of facsimiles of the signatures having authority to sign cheques and/or written instructions on behalf of the City.



City of Richmond

Report to Committee

To: Planning Committee
From: Wayne Craig
Director of Development

Date: June 16, 2021
File: AG 19-853589

Re: **Application by Christian & Missionary Alliance – Canadian Pacific District for an Agricultural Land Reserve Non-Farm Use at 11371 No. 3 Road**

Staff Recommendation

That the application by Christian & Missionary Alliance – Canadian Pacific District for an Agricultural Land Reserve non-farm use to allow the existing education and child care use at 11371 No. 3 Road be forwarded to the Agricultural Land Commission.

Wayne Craig
Director of Development

WC:sds
Att. 6

REPORT CONCURRENCE

CONCURRENCE OF GENERAL MANAGER

Staff Report

Origin

Christian & Missionary Alliance – Canadian Pacific District has submitted an Agricultural Land Reserve (ALR) non-farm use application to allow the existing education and child care use at 11371 No. 3 Road to continue. A location map and aerial photograph are provided in Attachment 1. The subject property is zoned “Assembly (ASY)” and is currently occupied by a building (approximately 3,427.4 m² (36,892 ft²) of floor area) with religious assembly (church), ancillary uses (e.g. office), education, child care, and associated surface parking, consistent with the ASY zone. The primary use on the property is religious worship and related activities (Richmond Alliance Church). The existing education and child care use (Noah’s Ark Montessori School) is contained on the second floor. No changes to the existing building or uses are proposed.

Background

The existing church was under construction prior to the inception of the ALR in 1972 and has been in continuous use. Prior to 1983, the City’s Zoning Bylaw permitted religious assembly uses on agriculturally zoned properties in the ALR. Religious assembly was removed as a permitted use from the agriculture zone in 1983 and a comprehensive rezoning bylaw was adopted that rezoned all existing churches and private school lands to “Assembly (ASY)”, including the subject site. The ALC was informed of this in 1983 and expressed no concerns at that time.

In 1992, a non-farm use application was submitted for an expansion of the existing church on the subject site (LCA 92-188). On July 13, 1992, Council forwarded the application to the ALC and the ALC subsequently approved the application for an approximately 1,375 m² (14,800 ft²) addition, subject to a number of conditions, including no additional non-farm uses, in particular schools, day-cares or preschool facilities.

The applicant has indicated that after the ALC’s approval in 1992, the anticipated growth of the church was not realized. In order to recover financial losses, previous church leaders decided to lease out the space to tenants, including an independent school. A Building Permit was issued in 2007 for tenant improvements related to the school use and business licenses have been issued for the current school use on the subject property since 2007 (Noah’s Ark Montessori School), consistent with the ASY zoning.

Noah’s Ark Montessori School has provided a letter, which is attached to this report (Attachment 2), describing the school and child care operation, history of the school in the community, and the integration of agriculture into the school’s curriculum.

In 2018, ALC Compliance and Enforcement (C&E) staff identified that the school and child care use on the property (Noah’s Ark Montessori School) was not consistent with the conditions of the original ALC approval. The letter from ALC C&E staff to the property owner is provided in Attachment 3. ALC C&E staff instructed the property owner to apply for a non-farm use application, should the property owner wish to continue to operate the school and child care on

the property. As per the *Agricultural Land Commission Act* (ALCA), the non-farm use application may not proceed to the ALC unless authorized by a resolution of the local government.

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is attached (Attachment 4).

Surrounding Development

- To the North & South: Single-family dwellings on lots zoned “Agriculture (AG1)” with active agricultural uses, fronting No. 3 Road.
- To the East: Across No. 3 Road, large lots zoned “Agriculture (AG1)” with active agricultural uses, fronting No. 3 Road.
- To the West: Single-family dwelling and agricultural uses on a property zoned “Agriculture (AG1)”, fronting McKenzie Road.

Related Policies & Studies

Official Community Plan

The Official Community Plan (OCP) land use designation for the subject site is “Agriculture (AGR)”, which comprises of those areas of the City where the principal use is agriculture and food production, but may include other uses as permitted under the *Agricultural Land Commission Act* (ALCA), including non-farm uses approved by Council and the ALC.

Riparian Management Area Designation

A 15 m wide Riparian Management Area (RMA) designation exists along the subject site’s east property line associated with a drainage canal along No. 3 Road. As no construction or site changes are proposed, there is no impact on the RMA.

Food Security and Agricultural Advisory Committee

The proposal was reviewed and supported by the Food Security and Agricultural Advisory Committee (FSAAC) at its meeting held on May 21, 2020. The FSAAC encouraged the applicant to consider implementing an agricultural component to the proposal (e.g. community gardens). An excerpt from the May 21, 2020 FSAAC meeting minutes is provided in Attachment 5. In response, the applicant is proposing to install a number of garden plots at the site for use by the students of the school. More information regarding the proposal is provided in the “Analysis” section of this report.

Analysis

Zoning

The subject property is zoned “Assembly (ASY)”, which currently provides for religious assembly, education and other limited community uses (including child care). Council recently adopted amendments to the ASY zone on May 17, 2021, in association with the No. 5 Road

Backlands Policy amendments. These amendments include requiring Agricultural Land Commission (ALC) approval for any change or increase of use for sites zoned ASY and located in the ALR. This amendment addressed the issue of existing uses being converted to other uses permitted in the ASY zone, such as education, without Council and ALC approvals.

This report is being brought forward for Council's consideration concurrently with another report titled "Assembly (ASY) Zoned Sites in the Agricultural Land Reserve" dated June 3, 2021 from the Director, Policy Planning that includes options for Council to remove education as a permitted use in the ASY zone for properties located in the ALR, outside of the No. 5 Road Backlands Policy area. Should Council decide to remove education as a permitted use, the education use on the subject property would be considered non-conforming and be permitted to continue (subject to ALC approval of the non-farm use application). However, any change or expansion of the education use would be subject to the current zoning regulations in place at the time and require both Council and ALC approval. If Council or the ALC denies the non-farm use application, the education and child care use on the subject property becomes an ALC enforcement and compliance issue.

Non-Farm Use

Although the existing education and child care use is consistent with the "Assembly (ASY)" zoning, ALC Compliance and Enforcement (C&E) staff identified that the education and child care use on the property was not consistent with the previous ALC approval. In 1992, Council and the ALC approved an approximately 1,375 m² (14,800 ft²) addition to the existing church. The ALC approval included a number of conditions, including prohibiting any additional non-farm uses, in particular schools, day-cares or preschool facilities.

In 2018, ALC C&E staff identified the school on the property as an ALC C&E issue (Attachment 3). ALC C&E staff instructed the property owner to apply for the subject non-farm use application, should the property owner wish to continue to operate the school and child care on the property. Council authorization is required for the non-farm use application to proceed to the ALC for a decision.

Agricultural Component

As part of the ALR non-farm use application and in response to the Food Security and Agricultural Advisory (FSAAC) comments, the applicant worked with staff to propose approximately 34.8 m² (375 ft²) of garden plots, compost, rain barrel and shed in an approximately 443.6 m² (4,775 ft²) grassed area along the south property line (Attachment 6). The agricultural components are proposed to be located in this area in order to maintain the required vehicle parking spaces and avoid impact to the Riparian Management Area along the front of the property. Noah's Ark Montessori School will manage the garden plots and integrate the growing of produce into the school's curriculum, with excess produce being donated to the community. The property owner has also provided a signed letter confirming the commitment to install the proposed agricultural component, along with a security amount of \$5,050 (based on a cost estimate for the works).

Financial Impact

None.

Conclusion

Christian & Missionary Alliance – Canadian Pacific District has submitted an Agricultural Land Reserve (ALR) non-farm use application to allow the existing education and child care use at 11371 No. 3 Road to continue.

It is recommended that the ALR non-farm use application be forwarded to the Agricultural Land Commission (ALC).



Steven De Sousa
Planner 1

SDS:cas

Attachment 1: Location Map & Aerial Photo

Attachment 2: Letter from Noah's Ark Montessori School

Attachment 3: Letter from ALC Compliance & Enforcement Staff

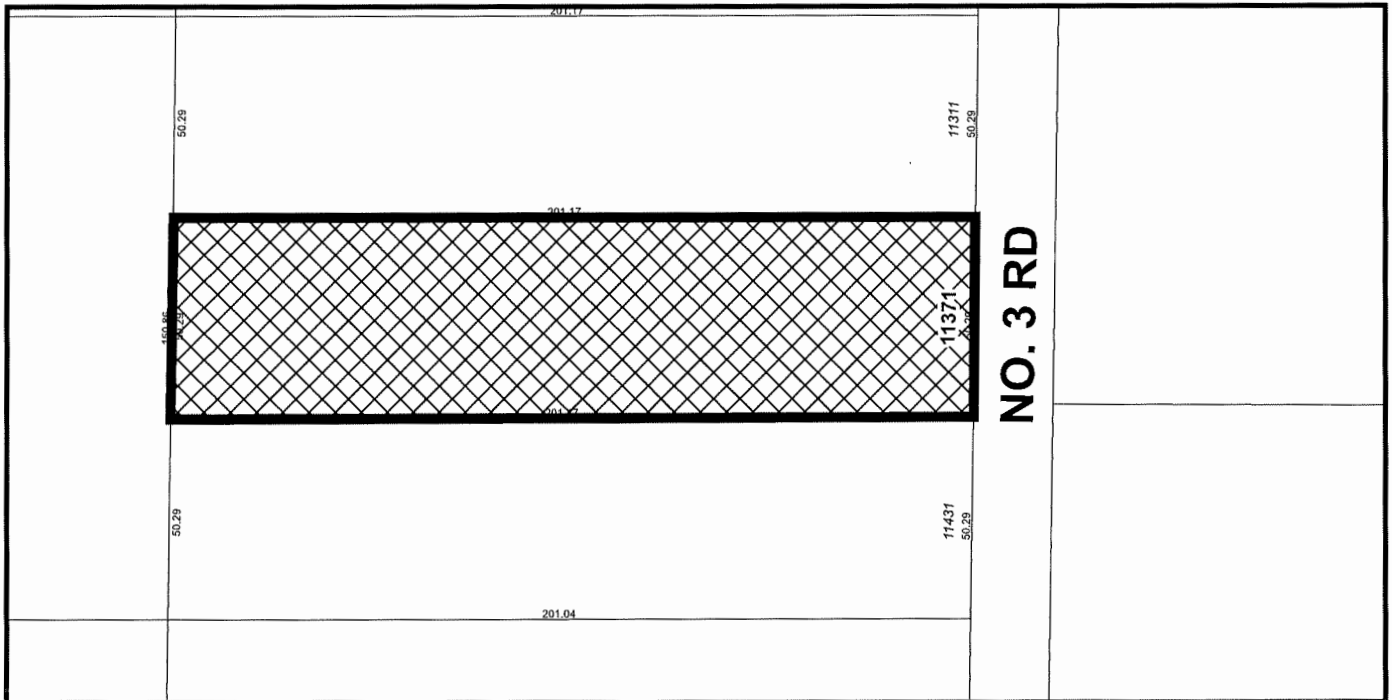
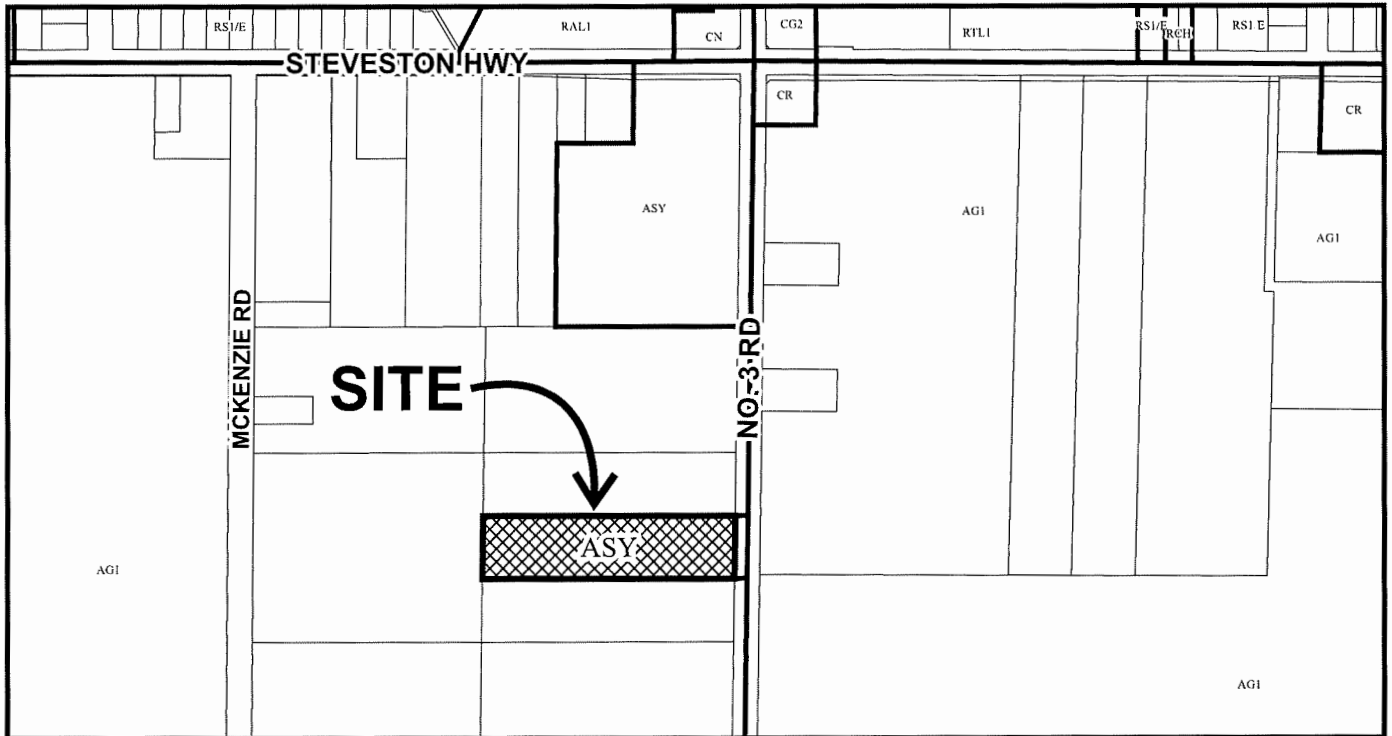
Attachment 4: Development Application Data Sheet

Attachment 5: Excerpt from the May 21, 2020 FSAAC Meeting Minutes

Attachment 6: Letter of Commitment and Proposed Agricultural Component



City of Richmond



AG 19-853589

CNCL - 164

Original Date: 02/25/19

Revision Date:

Note: Dimensions are in METRES



City of
Richmond



AG 19-853589

CNCL - 165

Original Date: 02/25/19

Revision Date:

Note: Dimensions are in METRES



Ark Montessori Reggio Elementary School
 Richmond Alliance Church
 11371 No. 3 Road
 Richmond, BC V7A 1X3

City of Richmond
 Policy Planning Department
 c/o Steven De Sousa
 604-204-8529

June 15, 2021

Dear Steven,

Re: Request for a Letter of Intent / Agricultural Land Use

It has come to our attention, through no fault of our own, that there are ALR issues regarding the permitting of school use in our current location at the Richmond Alliance Church and that a letter outlining background information is requested by the City's Planning Department.

Ark Montessori Reggio Elementary School has operated at this location for 14 years with the approval of the City, which has issued construction and development permitting, cleared annual business licences, and have been issued continuous health department and fire marshall clearances. Fourteen years ago, the City had installed a school road sign on No. 3 Road formally indicating our school presence and operations. Furthermore, City 'clearance for operations' letters have been issued every 5-6 years for operations affirmation to the Ministry of Education.



The Ark School has been serving the young children of the Richmond community for over 21 years. We operate a licensed daycare (Noah's Ark), pre-kindergarten, kindergarten and elementary program for children up to grade three/four. The Ark specializes in an alternative education only for the formative primary years, with a focus on Montessori and Reggio Emilia

pedagogy, rooted in values focused on the natural world and whole child development.



Approximately 55 children attend Ark Montessori Reggio Elementary school and we are proud to note that we have never had an empty space in our entire history. Our school employs six full-time teachers, two assistants and two volunteers, all required for support the students with developmental needs, primarily, Autism and Dyslexia. We are also practicum supervisors to train new Early Childhood Educator candidates from Douglas College, Delta and Vancouver Continuing Education, Capilano Collage and Capital College. Our community of highly dedicated parents also participate on rotation every single day of the school year to collaboratively learn with the teachers and children.

At any given time, 35% of our student enrolment has special needs and cannot successfully attend traditional schools with large class sizes, poor teacher-to-student-ratios and few-to-no opportunities for outdoor, hands-on educational experiences necessary for children to learn in a developmentally appropriate, healthy way. The Ark specializes in advanced developmental, targeted early-intervention and support, for which many families actually move to Richmond to attend our program.

With the advent of the possible construction of a larger, formalized community garden space at the Richmond Alliance Church, we are excited to be able to further facilitate a more expanded integrated natural-world curriculum, which would be readily accessible to the community of children and parents. 20% of our families receive financial BC Childcare Subsidy

assistance from the Ministry of Children and Families. Not only would the excess produce we grow be able to be donated within the Richmond community at large through the Richmond Food Bank, but a school community garden will also be able to better support some of our struggling families, many new to Canada, as well as the needy within the church, with better food security and healthier nutritional choices.


We currently maintain smaller food-growing plots and run a large, early-potato growing program. Just today, the children took home their first baggies of lettuce! At any given time, about 20% percent of the families enrolled are our local Richmond blueberry and cranberry farmers, who are very supportive of school's natural education values which truly reflect and represent of the actual community of our school's demographics.

("Mayberry Farms" written on the truck.)



Our school has had a very long and consistent history of community, farming-related, child education-centered gardening/farming practices and operations. When leasing space years ago at A.R. MacNeil High School when it was originally built, we erected a greenhouse and built a community garden in collaboration with the school administration and science staff. Arzeena Hamir, was a dedicated parent at our school for over 7 years, and worked to establish Richmond original Food Security and Agricultural Advisory. She currently sits at the Comox Valley Regional District Board as vice chair, and speaks for the National Farmers' Union. The Ark School has regularly participated in field educational and gardening experiences many years before school programs were more commonly available, such as at the Richmond Sharing Farm Society, when school education programs were only more formally established in 2017.

LinkedIn People ▾ Arzeena Hamir Hamir



Arzeena Hamir
 Director, Area B at Comox Valley Regional District
 Courtenay, British Columbia, Canada · 500+ connections

Comox Valley Regional District
 University of London

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

Mayor and Councilors

From: Arzeena Hamir
 Date: January 9, 2012, 1:43 PM
 To: Mayor and Councilors
 Subject: FVH Road 2 water / Irrigation Application
 Categories: 06-4040-06-01 - Food Security
 Attachments: Road 2 water / Irrigation Application - 06-4040-06-01.pdf

Mayor and Councilors

Arzeena Hamir has been working on an application for funding from the Real Estate Foundation to do a feasibility study on the possibility of growing vegetables for food security. The study will be done in the area of the Real Estate Foundation and the BC Ministry of Agriculture. The study will be done in the area of the Real Estate Foundation and the BC Ministry of Agriculture. The study will be done in the area of the Real Estate Foundation and the BC Ministry of Agriculture.

There is a great degree of interest in the area of food security. The study will be done in the area of the Real Estate Foundation and the BC Ministry of Agriculture. The study will be done in the area of the Real Estate Foundation and the BC Ministry of Agriculture. The study will be done in the area of the Real Estate Foundation and the BC Ministry of Agriculture.

Now that the agricultural land inventory has been completed, the next step is to analyze the data from the Ministry of Agriculture. The study will be done in the area of the Real Estate Foundation and the BC Ministry of Agriculture. The study will be done in the area of the Real Estate Foundation and the BC Ministry of Agriculture. The study will be done in the area of the Real Estate Foundation and the BC Ministry of Agriculture.

I propose that Council approve a meeting grant from the Comox Valley Regional District to the Real Estate Foundation. Arzeena Hamir will be the lead on this project. The study will be done in the area of the Real Estate Foundation and the BC Ministry of Agriculture. The study will be done in the area of the Real Estate Foundation and the BC Ministry of Agriculture. The study will be done in the area of the Real Estate Foundation and the BC Ministry of Agriculture.

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

Thank you,

Arzeena



The following photos are from our school's current growing cycle:





Our school staff and families are more than willing and capable of establishing and operating a community garden successfully. We have the skills, education and very strong motivation to be able to have the kind of environmental education resource a community garden program will foster. It will add immense value to the children's daily experiences and connect them deeply to their own bodies and health, their natural setting and place in the world, and to their greater Richmond community by contributing to food to benefit others in need.

If you have any further questions, please feel free to contact our school administration team. Thank you.

Sincerely,

Adina Priel
Principal

Regena Narayan
Head Teacher & Safe School Coordinator



Agricultural Land Commission
201 – 4940 Canada Way
Burnaby, British Columbia V5G 4K6
Tel: 604 660-7000
Fax: 604 660-7033
www.alc.gov.bc.ca

December 28 2018

ALC C&E File 81192

VIA REGULAR MAIL

Christian and Missionary Alliance - Canadian Pacific District
101-17660 65A Avenue
Surrey BC
V3S 5N4

Dear Property Owners,

Unauthorized Activity in the Agricultural Land Reserve

CIVIC: 11371 No. 3 Road, Richmond BC
PID: 004-113-331
LEGAL: Lot 14, Block 3N, Plan NWP4120, Part S1/2, Section 5, Range 6W,
New Westminster Land District
(the "Property")

This letter serves to inform you that the Agricultural Land Commission (the "ALC" or the "Commission") has recently received information that alleges you are operating an educational facility namely, Noah's Ark School on the Property.

According to ALC Resolution #663/1992, the Commission approved an application to expand the existing church building from 10,000 ft² to 25,000 ft² and the parking lot from 120 to 198 spaces. The decision stated that the approval does not extend to permit any additional non-farm uses on the site, in particular schools, daycares or preschool facilities.

Commission records indicate that the Property is within the Agricultural Land Reserve ("ALR") and therefore is subject to the *Agricultural Land Commission Act* (the "Act") and BC Regulation 171/2002 Agricultural Land Reserve Use, Subdivision and Procedure Regulation (the "Regulation").

Be advised that pursuant to s. 20(1) of the Act:

20(1) "A person must not use agricultural land for a non-farm use unless permitted by this Act";

Based on the above information, I determine that under the Act should you wish to operate a school on the Property you must submit a non-farm use application to the ALC.

In order to move forward in an effort to bring the Property into compliance with the Act, please submit the non-farm use application with respect to the Property no later than March 31 2019.

The application can be retrieved and subsequently submitted through the ALC's Application Portal via the ALC's website at: <http://www.alc.gov.bc.ca/alc/content/applications-and-decisions>

If you choose to submit an application, please advise me of the Application ID once your application has been submitted.

A lack of response to this letter may result in further action(s) which may include, but is/are not limited to; the recommendation of a monetary penalty and/or an order to rehabilitate the Property to a suitable agricultural standard.

Please contact me if you require further information. I can be reached at roland.persinovic@gov.bc.ca. I look forward to hearing from you to resolve this matter in a timely fashion.

This letter does not relieve the owner of occupier of the responsibility to comply with applicable Acts, regulations, bylaws of the local government, and decisions and orders of any person or body having jurisdiction over the land under an enactment.

Sincerely,

PROVINCIAL AGRICULTURAL LAND COMMISSION

A handwritten signature in blue ink, appearing to read 'Roland Persinovic', is positioned above the printed name and title.

Roland Persinovic
Compliance and Enforcement Officer



AG 19-853589

Attachment 4

Address: 11371 No. 3 Road

Applicant: Christian & Missionary Alliance – Canadian Pacific District

Planning Area(s): Gilmore

	Existing	Proposed
Owner:	Christian & Missionary Alliance – Canadian Pacific District	No change
Site Size:	10,108 m ² (2.5 ac / 1 ha)	No change
Land Uses:	Religious assembly, education and child care	No change
OCP Designation:	Agriculture (AGR)	No change
Zoning:	Assembly (ASY)	No change

	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.5	Existing: 3,427.4 m ² (36,892 ft ²) (0.34 FAR) (No change)	None permitted
Lot Coverage – Buildings:	Max. 35%	No change	None
Lot Size:	N/A	No change	None
Setbacks:	Front: Min. 6.0 m Rear: Min. 7.5 m Side: Min. 7.5 m	No change	None
Height:	12.0 m	No change	None

**Excerpt from the Meeting Minutes of the
Food Security and Agricultural Advisory Committee (FSAAC)**

**Thursday, May 21, 2020 – 7:00 p.m.
Webex**

Non-Farm Use Application – 11371 No. 3 Road (AG 19-853589)

Steven De Sousa, Planner 1, introduced the non-farm use application and provided the following comments:

- The purpose of the ALR non-farm use application is to allow the existing education use on the property to continue and address an ALC non-compliance issue;
- The existing church building was under construction prior to the inception of the ALR and has been in continuous use since then;
- In 1992, a non-farm use application was approved by both City Council and the ALC for an expansion to the church, with specific conditions, including prohibiting additional non-farm uses on-site, in particular schools, daycares or preschool facilities;
- After the approval in 1992, the anticipated growth was not realized and the church leaders at the time decided to lease out space to Richmond Music School and Noah's Ark Montessori School; and
- The existing uses are consistent with the "Assembly (ASY)" zoning, which allows education uses and the property is designated "Agriculture" in the OCP, which allows agriculture and food production, but may include other uses as permitted under the ALCA, including non-farm uses approved by Council and the ALC.

Ron Redekop, Richmond Alliance Church, provided additional comments regarding the proposal, including the following:

- The property was purchased and the church constructed before the inception of the ALR;
- The current church leaders were unaware of the conditions associated with the 1992 ALC approval; and
- There is no additional agricultural impact as a result of the existing school uses.

Discussion ensued regarding the potential for the applicant to incorporate a farming component to the proposal and lighting at the site.

The Committee passed the following motion:

That the Food Security and Agricultural Advisory Committee support the Non-Farm Use Application at 11371 No. 3 Road and encourage the applicant to consider implementing an agricultural component to the proposal (e.g. community gardens).

Carried Unanimously



Richmond Alliance Church

11371 No. 3 Road, Richmond BC, V7A 1X3, Tel.:604-277-3613

ATTACHMENT 6

May 20, 2021

Development Application Department
City of Richmond
6911 No. 3 Road
Richmond, BC V6T 2C1

Re: 11371 No. 3 Road (AG 19-853589)

To Whom It May Concern,

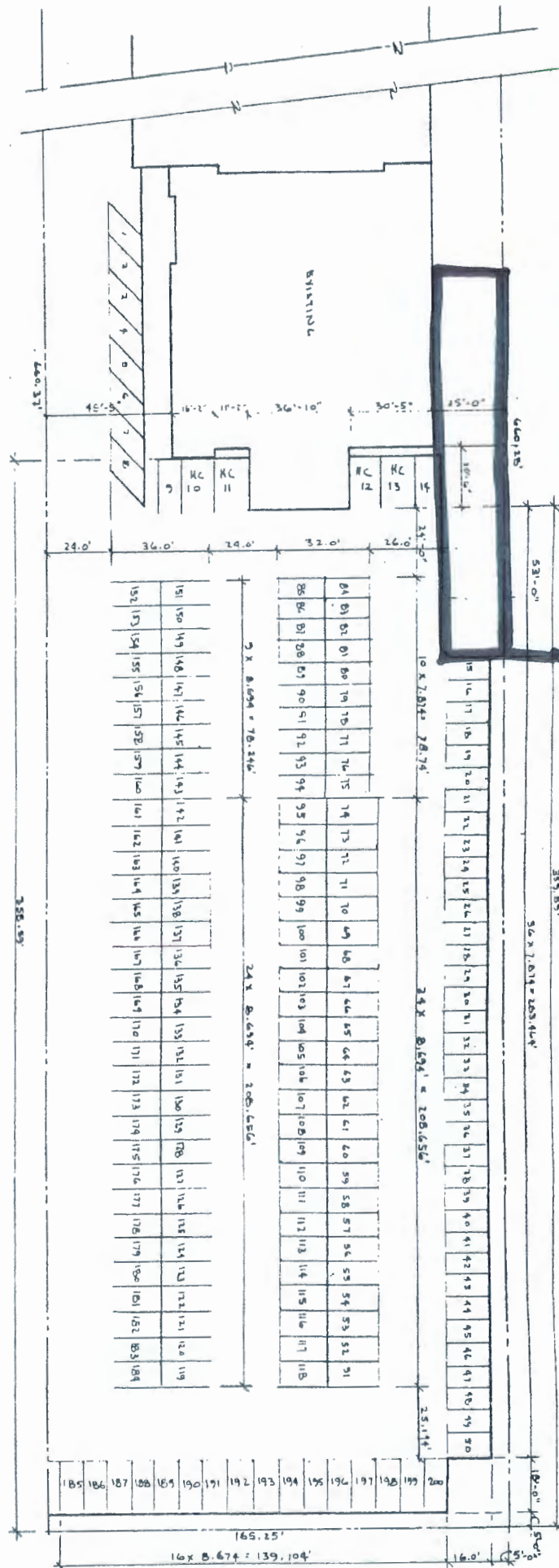
This letter confirms our commitment to installing the agricultural component as specified in the attached site plan/sketch.

The cost estimate for this component is \$5,050.00 (see attached).

Sincerely,

Kevin Krause

Subject area



South Property line

Shed (if necessary)	Rain Barrel	Composting	<p>Raised Vegetable Garden Approx 2.5' x 150' (375 sft)</p>
			<p>Grass Area Approx 22' x 200' (4,400 sft)</p> <p>***Total Green Area Approx 4,775 sft ***</p>



City of Richmond

Report to Committee

To: Planning Committee
From: John Hopkins
Director, Policy Planning
Date: June 3, 2021
File: 08-4050-10/2021-Vol
01
Re: Assembly (ASY) Zoned Sites in the Agricultural Land Reserve

Staff Recommendation

1. That Richmond Zoning Bylaw 8500, Amendment Bylaw 10279, which revises the:
 - a. "Assembly (ASY)" zoning district to restrict the permitted and secondary uses for sites located in the Agricultural Land Reserve and grant a site-specific allowance for an education use; and
 - b. purpose statement in the "Religious Assembly (ZIS7) – No. 5 Road" zoning district, be introduced and granted first reading.

John Hopkins
Director, Policy Planning
(604-276-4279)

Att. 3

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

Staff Report

Origin

This is a companion report to the report titled “Agricultural Land Commission Decision on No. 5 Road Backlands Policy” dated April 8, 2021 from the Director, Policy Planning. The Official Community Plan (OCP) No. 5 Road Backlands Policy and related Zoning Bylaw amendments were adopted by Council at the May 17, 2021 Public Hearing in response to the Agricultural Land Commission (ALC) decision recommending changes to the Backlands policy.

Those amendments addressed the March 3, 2020 referral related to schools/education uses and other accessory uses in the No. 5 Road Backlands Policy area and responded to the ALC’s recommended changes to restrict schools/education uses in the No. 5 Road Backlands Policy.

This report addresses the 9 Assembly (ASY) zoned sites in the Agricultural Land Reserve (ALR) that are located outside of the OCP No. 5 Road Backlands Policy, and proposes changes to land use regulations to be consistent with the Zoning Bylaw amendments adopted on May 17, 2021.

This report supports Council’s Strategic Plan 2018-2022 Strategy #6 Strategic and Well-Planned Growth:

Leadership in effective and sustainable growth that supports Richmond's physical and social needs.

6.1 Ensure an effective OCP and ensure development aligns with it.

Findings of Fact

There are a total of 9 sites located in the ALR that have existing Assembly (ASY) zoning. These 9 sites are outside of and not subject to the No. 5 Road Backlands Policy. A table providing summary information about each site and existing uses is contained in Attachment 1. A map of the 9 Assembly (ASY) zoned sites in the ALR is contained in Attachment 2. Eight (8) sites contain a religious assembly building (church/temple) as the primary use and 1 site contains a school as the primary use. Of the 9 sites, 2 contain a school operation (1 site with a standalone school facility; 1 site has a school that operates in the same building containing religious assembly uses).

Background History – Assembly (ASY) Zoning in the ALR

Prior to 1983, the City’s Zoning Bylaw in place at the time permitted religious assembly uses on agriculturally zoned properties in the ALR. In 1983, the City’s agricultural zoning was amended to remove religious assembly as a permitted use and a comprehensive rezoning bylaw was adopted that rezoned all existing churches and schools to the Assembly (ASY) zone. The ALC reviewed this change and did not object to this rezoning bylaw in 1983 that resulted in the rezoning of existing church sites in the ALR to Assembly (ASY) zoning.

In-Stream Development Applications

There are 2 in-stream development applications that have been submitted for 2 of the 9 Assembly (ASY) zoned sites in the ALR. A summary of each application and their current status is provided below:

- 20451 Westminster Highway (AG 19-881146) – An ALR non-farm use application was submitted by Choice School for Gifted Children to allow the existing school and allow for an expansion for additional classroom space. On January 11, 2021, this application was forwarded to the ALC by Council. The ALR approved the application on April 16, 2021. The impact and approach to this in-stream application is detailed later in this report.
- 11371 No. 3 Road (AG 19-853589) – An ALR non-farm use application was submitted by the Christian & Missionary Alliance to permit an existing school and child care located on the subject site. No expansion or alteration of the existing facility is being proposed. A report providing details and recommendations on the ALR non-farm use application at 11371 No. 3 Road is being brought forward concurrently to the same Planning Committee meeting titled “Application by Christian & Missionary Alliance – Canadian Pacific District for an Agricultural Land Reserve Non-Farm Use at 11371 No. 3 Road” dated June 16, 2021 from the Director, Development. There are no impacts to this in-stream application based on the proposed Zoning Bylaw changes outlined in this report. If the ALR non-farm use application at 11371 No. 3 Road is approved by Council and the ALC, and the proposed zoning amendments in this report are approved by Council, the existing school would be rendered a non-conforming use. Any expansion to the school operation at this site would be subject to the current zoning regulations in place at the time and would require a rezoning application in addition to the required ALR non-farm use approval.

Related Policies and Studies

Official Community Plan

The OCP land use designation for each of these Assembly (ASY) zoned properties in the ALR is “Agriculture”. There is no land use policy in the OCP to support new or expanded assembly related facility development on land designated for “Agriculture” located in the ALR. On this basis, these proposals are reviewed on a case-by-case basis and considered on their own merits.

Assembly (ASY) Zoning

The current Assembly (ASY) zoning applicable to these 9 sites in the ALR permit a range of assembly activities as permitted uses such as religious assembly, education, child care and private club.

Agricultural Land Reserve

These 9 Assembly (ASY) sites are located in the ALR. The *Agricultural Land Commission Act* (ALCA) is the enabling Provincial legislation for land in the ALR. For sites that are subject to the provisions of the ALCA, a non-farm use application and approval is required for new or expanded assembly related development in the ALR. The ALCA includes a provision that allows some properties in the ALR not to be subject to the ALCA legislation if certain criteria

are met (less than 2 acres and on separate certificate of title prior to December 21, 1972). For these properties that are not subject to the ALCA, no application or approval from the ALC would be required for non-farm related development or uses.

Summary of Proposed Amendments to the Assembly (ASY) Zone

The proposed amendments to the Assembly (ASY) zone are administrative in nature and consistent with the recently Council approved amendments to the No. 5 Road Backlands Policy that restricted uses in response to an ALC decision that recommended changes to the Policy. The Zoning Bylaw amendments proposed in this report apply only to the 9 Assembly (ASY) zoned sites in the ALR. The rationale for these proposed amendments is contained in a subsequent section of this report.

The proposed revisions for these 9 Assembly (ASY) zoned sites in the ALR are summarized as follows:

- Amend permitted uses to remove education and private club.
- Amend uses to allow child care as a secondary use
- Include a site specific allowance to permit the school and proposed expansion approved by the previously referenced ALR application at 20451 Westminster Highway (AG 19-881146).
- Minor amendment to revise the purpose statement in the Religious Assembly (ZIS7) – No. 5 Road zone.

Analysis

Approach to In-stream Application at 20451 Westminster Highway (Choice School)

The Choice School ALR application to permit the existing school and classroom expansion on the subject site, currently zoned Assembly (ASY), was approved by the ALC on April 16, 2021. The amendments to the Assembly (ASY) zone proposed in this report would remove education (school) as a permitted use; therefore, a site-specific allowance is proposed to permit an education use at 20451 Westminster Highway to allow the Choice School facility to the extent granted in the recent ALC approval for the site. This zoning approach for a site specific allowance on this site is consistent with the ALC approval. If a site-specific allowance is not granted to 20451 Westminster Highway and the Assembly (ASY) zone is amended to remove schools as a permitted use, a rezoning application would be required for this site.

Expansion Potential and Consultation with Property Owners about Future Needs

The potential expansion to or redevelopment of these 9 Assembly (ASY) sites in the ALR is contingent on a number of factors:

- The current OCP “Agriculture” land use designation that applies to each of these sites and no OCP land use policy that supports new or expanded assembly development. As a result, proposals for assembly development on land designated for Agriculture would be considered on a case-by-case basis.
- Whether Assembly (ASY) zoning applies to all or only a portion of a site.
- Overall size of site to accommodate additional development and supporting off-street parking.

- Site specific factors and context that may include adjacent land uses, Environmentally Sensitive Areas (ESAs) and on-site buildings/uses.

Staff consulted with property owners about plans to develop or expand facilities based on their future needs. A summary of responses received is provided in Attachment 3. Key findings are as follows:

- 4 sites responded that they had no expansion plans.
- 1 site indicated they would like to expand existing church and day care facilities.
- Outside of the 2 in-stream applications identified previously for existing schools, no other property owners indicated plans for future school development.

Rationale for Amending the Assembly (ASY) Zoning

The proposed approach is to undertake Zoning Bylaw amendments that would apply to the 9 Assembly (ASY) zoned sites that are located in the ALR. No amendments to the OCP are required. The proposed changes to the Zoning Bylaw are related to the previous Council approved assembly use restrictions to the No. 5 Road Backlands Policy area to no longer permit schools and only allow religious assembly uses and other related secondary uses. To account for the approved in-stream ALC application for an existing school and proposed classroom expansion, a site specific allowance to permit a school at 20451 Westminster Highway is included in the amendments. Staff recommend making the proposed Zoning Bylaw changes for the following reasons:

- Establishes identical zoning regulations for all sites located in the ALR that have Assembly (ASY) zoning, whether they are located in the No. 5 Road Backlands Policy area or not.
- Applying a consistent set of zoning regulations in the ALR will avoid certain Assembly (ASY) zoned sites in the ALR being targeted for certain types of development (i.e., school facilities). There is a significant risk of this occurring if different zoning regulations exist in the ALR where some sites allow more non-farm uses than others.
- Based on the responses provided by property owners and site-specific allowance to permit a school at 20451 Westminster Highway, no existing schools would be impacted and potential future development would also not likely be impacted as no property owners indicated any plans for new school development.
- If no revisions are made to the Assembly (ASY) zoning, a property with this zoning could potentially build a school and would only be subject to a City building permit application that would not require Council approval under the current zoning bylaw. This scenario could arise for some of the 9 Assembly (ASY) zoned sites in the ALR that may not be subject to the ALCA based on a provision in the legislation (i.e., sites that are less than 2 acres and on separate certificate of title prior to December 21, 1972). Sites in the ALR that fall under this provision are not subject to the ALCA and would not need to go through an ALR non-farm use application.
- The proposed approach and amendments do not impact existing religious assembly facilities that are located on 8 of the 9 sites as religious assembly will remain a permitted use. The recommended approach does not preclude the ability for property owners to make a rezoning application to request a use not permitted in the zone.

- Maintaining the Assembly (ASY) zone without any revisions would not provide Council with the full ability to control and approve certain uses in the ALR (i.e., schools and private clubs).

Consultation

The Zoning Bylaw amendments proposed in this report will be subject to Council review and consideration, which includes a Public Hearing. Prior to the Public Hearing, the 9 Assembly (ASY) zoned property owners in the ALR will be notified and the public will have an opportunity to comment at the Public Hearing.

Financial Impact

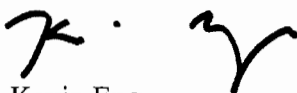
None.

Conclusion

Based on the previous Council approved revisions to the OCP No. 5 Road Backlands Policy and Zoning Bylaw and property owner responses about future development plans, the following administrative amendments are proposed to 9 sites with Assembly (ASY) zoning that are located in the ALR:

- Amend permitted uses to remove education and private club and allow child care as a secondary use.
- Include a site specific allowance to permit the school and proposed expansion approved by the previously referenced ALR application at 20451 Westminster Highway(AG 19-881146).
- Minor amendment to revise the purpose statement in the Religious Assembly (ZIS7) – No. 5 Road zone.

Staff recommend that Richmond Zoning Bylaw, Amendment Bylaw 10279, be granted first reading.



Kevin Eng
Planner 2
(604-247-4626)

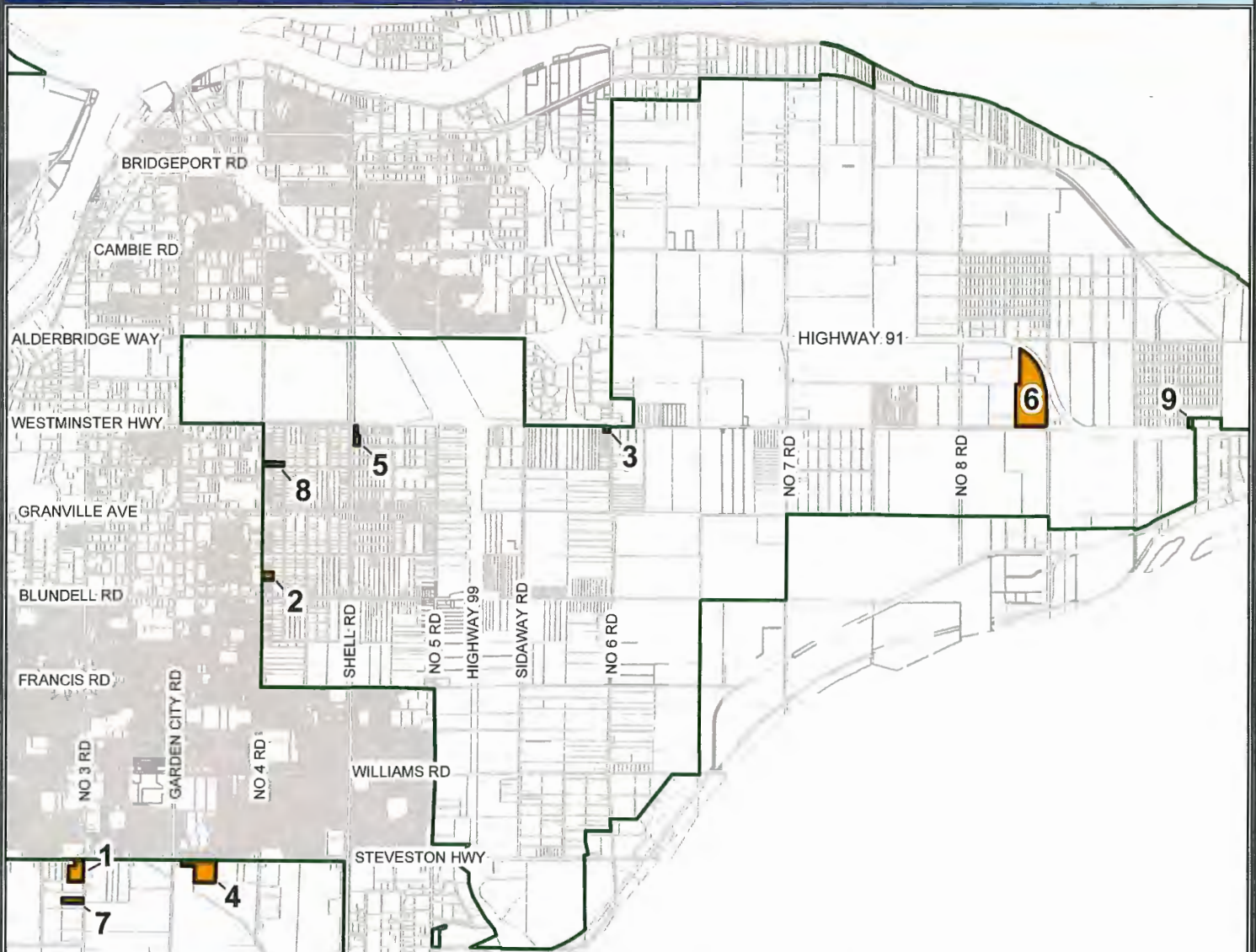
KE:cas

- Att. 1: Summary Information – 9 Assembly (ASY) Zoned Sites in the ALR
2: Map of 9 Assembly Zoned Sites in the ALR
3: Summary of Public Consultation Responses about Potential Future Development and Uses – 9 Assembly (ASY) Zoned Sites in the ALR

ATTACHMENT 1



Summary Information – 9 Assembly (ASY) Zoned Sites in the ALR

Owner/Site	Zoning	Site Area	Existing Uses	Existing Development Applications
Congregation of the South Arm United Church of Canada 11051 No. 3 Road	ASY	6.3 acres	Primary - Religious Assembly Other/Secondary – Child care	N/A
Immanuel Christian Reformed Church 7600 No.4 Road	ASY	1.79 acres	Primary - Religious Assembly Other/Secondary – Child care and house	N/A
Armenian Apostolic Church of BC 13780 Westminster Hwy	ASY	0.65 acres	Primary - Religious Assembly Other/Secondary – Child care	N/A
International Buddhist Society 9160 Steveston Hwy	ASY (portion) AG1 (remaining)	11 acres	Primary - Religious Assembly	N/A
Lansdowne Congregation of Jehovah's Witnesses 11014 Westminster Hwy	ASY	1.66 acres	Primary - Religious Assembly	N/A
Nanaksar Gurdwara Gursikh Temple 18691 Westminster Hwy	ASY (portion) AG1 (remaining)	41.34 acres	Primary - Religious Assembly	Rezoning application has been granted 3 rd reading for a temple expansion (RZ 02-208277); also approved through ALR application (AG 00-175102) ALR application for agriculture and temple overflow parking (AG 14-668409)
Christian & Missionary Alliance 11371 No. 3 Road	ASY	2.5 acres	Primary – Religious Assembly Other/Secondary – School and child care	In process ALR non-farm use application (AG 19-853589)
Our Saviour Lutheran Church of Richmond 6340 No. 4 Road	ASY	1.75 acres	Primary - Religious Assembly Other/Secondary – Child Care	N/A
Choice School for Gifted Children Society 20451 Westminster Hwy	ASY	0.88 acres	Primary - School	ALR non-farm use application approved to allow school and classroom expansion (AG 19-881146) 20411 Westminster Highway – Future rezoning application required



Site Number	Address	Zoning	Existing Use
1	11051 No 3 Rd	ASY	Religious Assembly
2	7600 No 4 Rd	ASY	Religious Assembly
3	13780 Westminster Hwy	ASY	Religious Assembly
4	9160 Steveston Hwy	ASY (Portion) and AG1 (Remaining)	Religious Assembly
5	11014 Westminster Hwy	ASY	Religious Assembly
6	18691 Westminster Hwy	ASY (Portion) and AG1 (Remaining)	Religious Assembly
7	11371 No 3 Rd	ASY	Religious Assembly and School/Child Care
8	6340 No 4 Rd	ASY	Religious Assembly
9	20451 Westminster Hwy	ASY	School

Legend

-  Subject Properties
-  ALR Boundary

NOTE – Assembly (ASY) zoned properties contained in the OCP No. 5 Road Backlands Policy area are not identified on this map.

Note:
The information shown on this map is compiled from various sources and the City makes no warranties, expressed or implied, as to the accuracy or completeness of the information.
Users are reminded that lot sizes and legal description must be confirmed at the Land Title office in New Westminster.
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1:57,338
CNCL – 185
City of Richmond



ATTACHMENT 3

Summary of Public Consultation Responses Received from the 9 Assembly (ASY) Zoned Properties in the ALR on Potential Future Development and Uses

Owner/Site	Consultation Response from Owner/Congregation about Future Development Plans						
	No future plans	School or School expansion	Dormitories	Child Care	Religious Assembly	No response	Other
Congregation of the South Arm United Church of Canada 11051 No. 3 Road						<input checked="" type="checkbox"/>	
Immanuel Christian Reformed Church 7600 No.4 Road				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Armenian Apostolic Church of BC 13780 Westminster Hwy						<input checked="" type="checkbox"/>	
International Buddhist Society 9160 Steveston Hwy	<input checked="" type="checkbox"/>						
Lansdowne Congregation of Jehovah's Witnesses 11014 Westminster Hwy	<input checked="" type="checkbox"/>						
Nanaksar Gurdwara Gursikh Temple 18691 Westminster Hwy					<input checked="" type="checkbox"/>		
Christian & Missionary Alliance 11371 No. 3 Road	<input checked="" type="checkbox"/>						
Our Saviour Lutheran Church of Richmond 6340 No. 4 Road	<input checked="" type="checkbox"/>						
Choice School for Gifted Children Society 20451 Westminster Hwy		<input checked="" type="checkbox"/>					



**Richmond Zoning Bylaw 8500
Amendment Bylaw 10279 (Revisions to the Assembly (ASY) and
Religious Assembly (ZIS7) – No. 5 Road Zoning Districts**

The Council of the City of Richmond, in open meeting assembled, enacts as follows:

1. Richmond Zoning Bylaw 8500, as amended, is further amended by:
 - a. adding Sections 13.3.11.6 and 13.3.11.7 to the Assembly (ASY) zoning district (13.3) as follows:

“6. For any **site** that is located in the **Agricultural Land Reserve**:

 - a) **religious assembly** shall be the only permitted **principal use**;
 - b) **child care** shall only be permitted as a **secondary use**; and
 - c) **education** and **private club** are not permitted.

7. Notwithstanding Section 13.3.11.6.c), **education** shall be permitted on the following **site** only and subject to the applicable approval granted by the Agricultural Land Commission, in accordance with the *Agricultural Land Commission Act* (as amended), prior to the date of adoption of Amendment Bylaw 10279:

20451 Westminster Highway
PID 003-934-268
Lot 78 Section 4 Block 4 North Range 4 West New Westminster District Plan 1593”
 - b. deleting Section 24.7.1 of the Religious Assembly (ZIS7) – No. 5 Road zoning district (24.7) and replacing it with the following:

“Purpose

The **zone** provides for **religious assembly** and other limited community **uses**.”
2. This Bylaw may be cited as “**Richmond Zoning Bylaw 8500, Amendment Bylaw 10279**”.

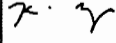

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

ADOPTED

CITY OF RICHMOND
APPROVED by

APPROVED by Director or Solicitor


MAYOR

CORPORATE OFFICER



City of Richmond

Report to Committee

To: Planning Committee

Date: May 31, 2021

From: Kim Somerville
Director, Community Social Development

File: 08-4057-05/2021-Vol 01

Re: Low End Market Rental Unit Placement

Staff Recommendation

That the City continues the practice of permitting clustering of Low End Market Rental (LEMR) units when a partnership with a non-profit housing provider is established, as described in the report titled "Low End Market Rental Unit Placement" dated May 31, 2021 from the Director, Community Social Development.

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

Att. 2

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

Staff Report

Origin

On January 6, 2021, Planning Committee initiated a staff referral regarding the placement of Low End Market Rental units within developments.

The referral directed the following actions to be completed and report back:

1. That staff review the City's affordable housing integration policy;
2. That staff conduct an anonymous livability survey of affordable housing residents; and
3. That the Richmond Community Services Advisory Committee (RCSAC) be consulted on the affordable housing integration policy.

The purpose of this report is to provide a summary of engagement activities with the RCSAC and Low End Market Rental (LEMR) tenants.

This report supports Council's Strategic Plan 2018–2022 Strategic Focus Area #6 Strategic and Well-Planned Growth:

6.5 Ensure diverse housing options are available and accessible across the housing continuum.

This report is also consistent with the Richmond Affordable Housing Strategy 2017–2027:

Strategic Direction 2: Maximize Use of City Resources and Financial Tools.

Analysis

Introduced in 2007, Richmond's LEMR program has achieved significant success by securing more than 900 affordable housing units in private-market condominium developments. While the majority of LEMR units are dispersed amongst market units, the Affordable Housing Strategy (2017–2027) directs the City to consider clustering LEMR units in standalone buildings on the condition that a non-profit organization is secured to manage the units.

In 2018, the City's Affordable Housing Strategy was updated to allow clustered units in response to feedback from non-profit housing providers. Non-profits stated that clustered units provided several benefits including management efficiencies as well as the possibility for dedicated amenity space with exclusive programming for affordable housing residents. Further, non-profit organizations often prefer to purchase clustered LEMR units, particularly when located in standalone buildings, as this allows non-profits to achieve management efficiencies, reduce maintenance fees and increase control of common spaces.

The City ensures non-profit management of clustered LEMR units by including a term in the Housing Agreement or Housing Covenant that requires the developer to secure a non-profit operator. Developments such as Richmond Centre and Thind also include an additional term in their respective Housing Covenants that require the developer to enter into a memorandum of understanding with a specific non-profit operator as a condition of development permit issuance.

As of May 2021, the City has permitted clustering of 312 LEMR units spread across seven developments (Table 1). Consistent with the Affordable Housing Strategy, six of these seven developments will have a non-profit operator or owner secured, with the exception of the Grand development, where the LEMR units were secured prior to the City's non-profit requirement.

Table 1: Developments with Clustered LEMR Units

Application Number	Development Name	Development Address	Development Status	Non-Profit Organization	# of LEMR Units
RZ 14-665416	Rivermark Apartments	6900 Pearson Way	Building occupied	Catalyst Community Development Society	31
RZ 12-602449	Cadence	5688 Hollybridge Way	Building occupied	Atira Women's Resource Society	15
DP 12-600815	The Grand	5599 Cooney Road	Building occupied	None	7
RZ 17-779229	One Park	8071 and 8091 Park Road	Building under construction	TBD	21
CP 16-752923	Richmond Centre (Phase 1)	6551 No. 3 Road	Building under construction	Richmond Kiwanis Senior Citizens Housing Society	79
CP 16-752923	Richmond Centre (Phase 2)*	6551 No. 3 Road	Development Permit has not been applied to for Phase 2 at this time	TBD	62
RZ 15-694855	Times Square	6560, 6600, 6640 and 6700 No. 3 Road	Rezoning at 3 rd reading	TBD	9
RZ 18-807640	Thind	5740, 5760 and 5800 Minoru Boulevard	Rezoning at 3 rd reading	S.U.C.C.E.S.S.	88

*The Development Permit for Richmond Centre (Phase 2) has not been applied for at this time. Through Phase 1 of the Development Permit application, it was identified that Phase 2 would include 62 LEMR units.

Engagement Activities

As part of the January 6 Planning Committee referral, staff were directed to seek input regarding the City's current unit placement practices. As a result the following engagement activities took place:

- City staff met with the Richmond Community Services Advisory Committee (RCSAC) to seek the perspective of non-profit organizations and housing providers; and
- A City letter and online survey were distributed to all 364 occupied LEMR units (Attachment 1). Tenants were asked to identify any experiences of discrimination and to provide feedback on their interactions with other residents, their property manager and strata manager.

Consultation with RCSAC

On January 14, 2021, City staff met with the RCSAC for feedback regarding the placement of LEMR units in new developments. During this meeting, RCSAC members expressed their support for both the clustered and dispersed models of LEMR unit placement and provided the following comments:

- Members support clustered LEMR units to facilitate non-profit management, particularly when wrap-around supports, dedicated programming or peer support services are offered;
- RCSAC members noted that LEMR non-profit operators help to ensure that LEMR units are occupied by eligible tenants;
- Members supported dispersed LEMR units when residents are not in need of additional supports; and
- RCSAC members noted that discrimination against low-income tenants can occur in both models, and that the attitude of a building's property manager is key in providing a respectful and equitable approach.

During the meeting, RCSAC members expressed interest in learning about upcoming developments with LEMR units as well as the process for selecting non-profit operators to manage LEMR units. RCSAC has since formed a working group and has requested that the City include qualified RCSAC members on the list of non-profit operators suitable to manage LEMR units. In May 2021, RCSAC members were asked to complete an online survey if they were interested in managing LEMR units. Qualified organizations that complete the survey will be added to the list of operators provided to developers when a non-profit housing provider is required for a development.

Anonymous LEMR Tenant Survey

In March 2021, staff distributed a letter and online survey to all 364 occupied LEMR units (Attachment 1). Tenants were asked to identify any experiences of discrimination and to provide feedback on their interactions with other residents, their property manager and strata manager.

Staff mailed 364 surveys, including 311 to tenants living in dispersed LEMR units and 53 to tenants living in clustered LEMR units. Overall, staff received 71 responses out of the 364 surveys distributed, equivalent to a response rate of 20 per cent. Of these 71 responses, 60 were from tenants living in dispersed LEMR units and 11 were from tenants living in clustered LEMR units.

Results

Based on survey results, experiences of stigma or discrimination amongst tenants were very rare, with only three out of 71 tenants (4 per cent) reporting stigma or discrimination related to living in an affordable housing unit. Two of these tenants lived in dispersed LEMR units and one lived in a clustered LEMR unit. Of these three tenants, two described negative experiences relating to their interactions with a property manager or rental agent. The third LEMR tenant who reported experiencing stigma and who lives in a dispersed unit described negative experiences with another resident related to the LEMR tenant's religion.

Overall, the majority of tenants in both clustered and dispersed units reported positive interactions with the other residents of their building. Residents of both clustered and dispersed LEMR units often described other residents with words such as “polite,” “courteous,” and “friendly.” Of those that reported negative interactions, many of these were attributed to other residents’ disrespect of common spaces. Only three people out of 71 respondents (4 per cent) described being treated negatively by other residents.

The majority of tenants who reported negative experiences either with other residents or with their property manager described issues common to tenants living in any rental unit, regardless of its affordability, with the most commonly reported issues relating to unresponsive property management and other residents’ disrespect of common areas. Attachment 2 provides detailed survey results.

Staff Recommendation

As described above, staff found that RCSAC members expressed support for clustered units and that LEMR tenants overall reported very low rates of discrimination. These findings were consistent with the previous feedback provided by non-profits in 2017 in conjunction with engagement activities completed for updating the Affordable Housing Strategy. Accordingly, staff recommend maintaining the current direction in the Affordable Housing Strategy regarding LEMR unit placement and continuing to permit clustering of LEMR units when a partnership with a non-profit housing provider is established.

Financial Impact

None.

Conclusion

The public engagement completed for this report indicated that there was limited evidence to suggest that LEMR tenants experienced discrimination or stigmatization in their buildings. In addition, LEMR unit placement (clustered or dispersed) did not play a significant role in tenants’ experiences of discrimination.

Given the lack of evidence to indicate that LEMR tenants face discrimination based on LEMR unit location, staff recommend continuing the practice of permitting clustering of LEMR units when a non-profit operator is secured. This practice is consistent with comments provided by RCSAC, previous feedback provided by various non-profit housing providers and the current direction outlined in the City’s Affordable Housing Strategy (2017–2027).



Cody Spencer
Program Manager, Affordable Housing
(604-247-4916)

Att. 1: Low End Market Rental (LEMUR) Tenant Survey
2: 2021 LEMR Tenant Survey Results



**City of
Richmond**

Low End Market Rental (LEMR) Tenant Survey

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

Introduction

The purpose of this survey is to gather anonymous feedback from you as a tenant about your experience living in a Low End Market Rental (LEMR) unit.

Survey responses will help the City better understand your experiences as a tenant and will be used to further shape the City's LEMR program. The survey will take approximately 10-15 minutes to complete.

Please note: All demographic questions at the end of the survey are optional. The responses to these questions will be used to better understand the demographic makeup of individuals renting the LEMR units.

Low End Market Rental (LEMR) Unit Survey

1. I am aware that I live in a Low End Market Rental (LEMR) unit that has maximum rental rates that can be charged as well as maximum income levels for tenants (Please select one option):

☐ Yes

☐ No

2. I have lived in my unit for (please select one option):

☐ 0–12 months

☐ 2–5 years

☐ 1–2 years

☐ 5+ years

3. I rate the quality of interactions with other residents in my building (for example, in common shared spaces such as the lobby, elevator, exercise room, pool, etc.) as (please select one option):

☐ Mostly negative

☐ Somewhat positive

☐ Somewhat negative

☐ Mostly positive

☐ Both positive and negative

☐ I never interact with other residents

4. I would like to share the following about my positive and/or negative interactions with other residents when using my building/complex's common spaces and amenities:

5. I rate the quality of interactions with my unit's property manager (the individual who manages my unit) as (please select one option):

- | | |
|---|--|
| <input type="checkbox"/> Mostly negative | <input type="checkbox"/> Somewhat positive |
| <input type="checkbox"/> Somewhat negative | <input type="checkbox"/> Mostly positive |
| <input type="checkbox"/> Both positive and negative | <input type="checkbox"/> I never interact with my property manager |

6. I rate the quality of interactions with my building's strata manager (the individual who provides management services for the entire building) as (please select one option):

- | | |
|---|--|
| <input type="checkbox"/> Mostly negative | <input type="checkbox"/> Somewhat positive |
| <input type="checkbox"/> Somewhat negative | <input type="checkbox"/> Mostly positive |
| <input type="checkbox"/> Both positive and negative | <input type="checkbox"/> I never interact with my strata manager |

7. I would like to share the following about my positive and/or negative interactions with my unit's property manager or building's strata manager:

8. Do you ever experience stigma or discrimination from people related to your building/complex (for example, other residents or your property manager) because you live in an affordable housing unit (please select one option)?

- | | |
|------------------------------|-----------------------------|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No |
|------------------------------|-----------------------------|

9. If yes, please share more details here:

10. During the COVID-19 pandemic, my interactions with other residents, my unit's property manager and/or building's strata manager have changed in the following ways (select all that apply):

- | | |
|---|--|
| <input type="checkbox"/> Fewer interactions with other residents | <input type="checkbox"/> I moved into my unit during the COVID-19 pandemic |
| <input type="checkbox"/> Fewer interactions with my property manager | <input type="checkbox"/> Other (please specify): _____ |
| <input type="checkbox"/> Fewer interactions with my building's strata manager | |
| <input type="checkbox"/> No change | |

11. Optional: In addition to the above, I would like to share the following experiences I've had living in a Low End Market Rental unit:

OPTIONAL: Demographic questions

The following questions about your age, number of people in your household, gender, marital status, education level, employment status and ethnic origin are all optional. The responses to these questions will be anonymous and will be used to better understand the demographic makeup of individuals living in LEMR units.

12. My age is between the following (please select one):

- | | |
|--------------------------------------|--------------------------------------|
| <input type="checkbox"/> 15–19 years | <input type="checkbox"/> 35–54 years |
| <input type="checkbox"/> 20–34 years | <input type="checkbox"/> 55+ years |

13. The best description of my household is (please select one):

- | | |
|--|--|
| <input type="checkbox"/> One person household | <input type="checkbox"/> Live with roommates |
| <input type="checkbox"/> Couple without children | <input type="checkbox"/> Live with relatives |
| <input type="checkbox"/> Couple with child/children | <input type="checkbox"/> Other (please specify): _____ |
| <input type="checkbox"/> Lone-parent with child/children | |

14. I identify as (e.g. woman/man/non-binary etc.): _____

15. My marital status is (please select one):

- | | |
|--|-----------------------------------|
| <input type="checkbox"/> Married or common law | <input type="checkbox"/> Divorced |
| <input type="checkbox"/> Never married | <input type="checkbox"/> Widowed |
| <input type="checkbox"/> Separated | |

16. **My highest education level achieved is** (please select one):

- | | |
|--|---|
| <input type="checkbox"/> No diploma or degree | <input type="checkbox"/> College or trades certificate, diploma or degree |
| <input type="checkbox"/> High school diploma or equivalent | <input type="checkbox"/> University certificate, diploma or degree |

17. **My current employment status is** (please select one):

- | | |
|---|---|
| <input type="checkbox"/> Unemployed | <input type="checkbox"/> Retired |
| <input type="checkbox"/> Employed full-time | <input type="checkbox"/> In school/studying |
| <input type="checkbox"/> Employed part-time | |

18. **My ethnic origin is** (select all that apply):

- | | |
|--------------------------------------|--|
| <input type="checkbox"/> Chinese | <input type="checkbox"/> Filipino |
| <input type="checkbox"/> East Indian | <input type="checkbox"/> Other (please specify): _____ |
| <input type="checkbox"/> European | |

19. **The language(s) I speak most commonly at home is/are** (select all that apply):

- | | |
|------------------------------------|--|
| <input type="checkbox"/> English | <input type="checkbox"/> Punjabi |
| <input type="checkbox"/> Cantonese | <input type="checkbox"/> Tagalog |
| <input type="checkbox"/> Mandarin | <input type="checkbox"/> Other (please specify): _____ |

Thank you for taking the time to complete this survey.
All responses will be anonymous.

2021 LEMR Tenant Survey Results

In March 2021, staff distributed a letter, as well as a paper and online survey to all LEMR tenants to evaluate the experience of living in a LEMR unit. The primary focus of the survey was to assess the quality of interactions that LEMR tenants have had with other people in their building, including neighbours and property managers. Tenants were also asked to report any occurrences of discrimination or stigmatization.

Overall, survey results indicated that experiences of stigma or discrimination amongst tenants were very rare, with only three out of 71 tenants (4 per cent) reporting stigma or discrimination related to living in an affordable housing unit. Tenants also generally reported positive interactions with neighbours and property managers. The sections below summarize the survey results.

Number of Completed Surveys Received

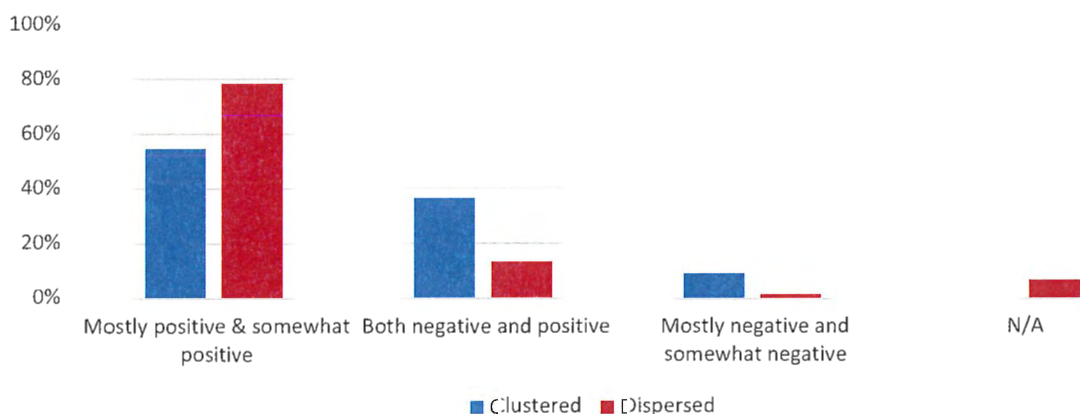
In total, the survey was mailed to 364 LEMR units. The survey had an overall response rate of 20 per cent or 71 responses. 60 responses received were from tenants living in a LEMR unit that was dispersed amongst market units, while 11 responses received were from tenants living in a clustered unit.

Length of Tenancy

For tenants residing in a dispersed unit, 43 people or 72 per cent of participants stated they had lived in their unit for over one year. For clustered units, only one person had lived in their unit for more than one year. The overall shorter average length of tenancy is likely due to the fact that the majority (58 per cent) of completed, clustered LEMR units received occupancy within the last year.

Interactions with Building Residents

Q3. Quality of Interactions with other Residents

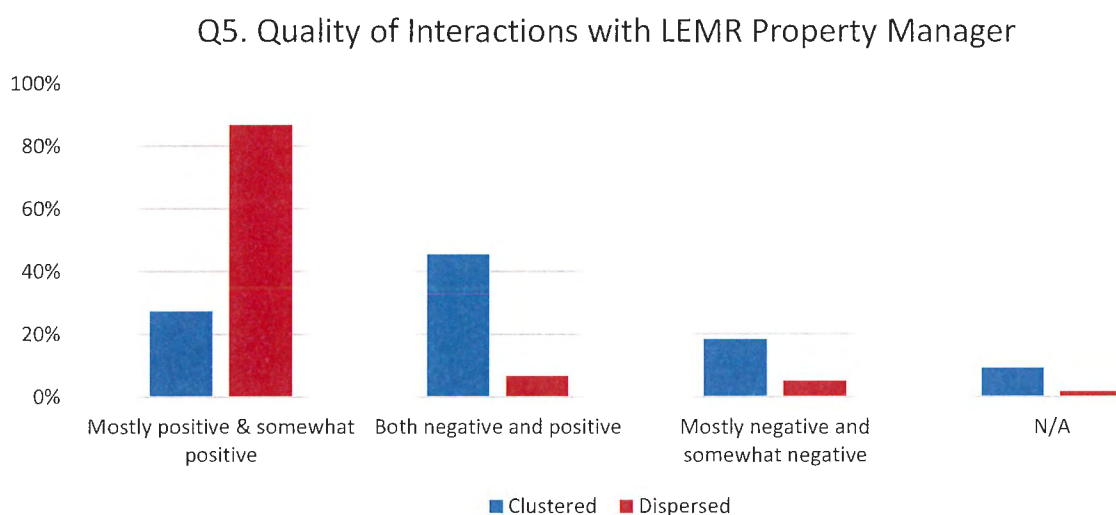


For dispersed units, 47 people or 78 per cent of respondents indicated that their interactions with other residents were either mostly positive (40 people) or somewhat positive (7 people). Those who had positive experiences with other building residents described other residents as “polite,” “courteous,” and “friendly.”

Of people who had negative experiences associated with other building residents, the majority of these experiences were attributed to other residents’ disrespect of common spaces. For example, smoking or allowing pets to urinate in common areas or residents not adhering to the proper recycling/garbage disposal protocols for the building. One person’s comment was related to rude behaviour from another resident after this resident found out the respondent’s religion.

For clustered units, 6 people or 55 per cent of respondents indicated that their interactions with other residents were either mostly positive (3 people) or somewhat positive (3 people). Of the 5 people who had “both negative and positive” interactions (4 people), and “mostly negative” interactions (one person), two comments were related to poor sound-proofing of the units, one comment was related to littering and one comment was related to the rude behaviour of other residents.

Interactions with the Property Manager

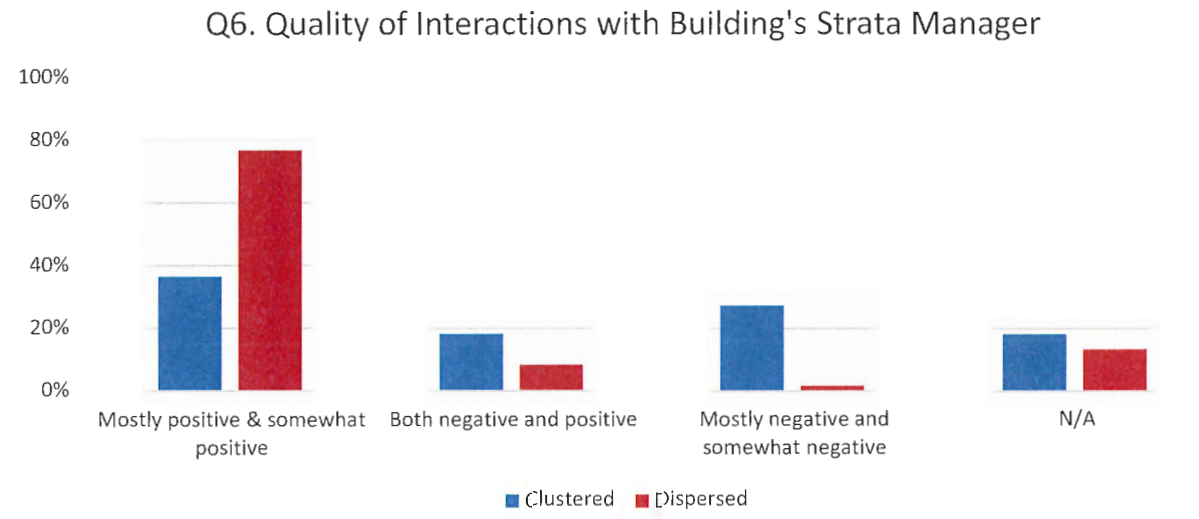


For dispersed units, 52 people or 87 per cent of respondents indicated that their interactions with their property manager were either mostly positive (39 people) or somewhat positive (13 people). Those who had positive experiences with their property manager described their property manager as “professional,” “responsive,” and “helpful.” Of those who had negative experiences, respondents generally described their property manager as slow to respond to requests for assistance.

For clustered units, 3 people or 27 per cent of respondents indicated that their interactions with their property manager were “mostly positive”, 5 people (45 per cent) had “both negative and positive” interactions, and 2 people (18 per cent) had “somewhat negative” interactions with their property manager.

Of the 5 people residing in a clustered unit that provided comments related to their interactions with their property manager, 4 comments were related to an overall lack of responsiveness from the property manager regarding issues with their unit.

Interactions with the Building’s Strata Manager (the individual who provides management services for the entire building)

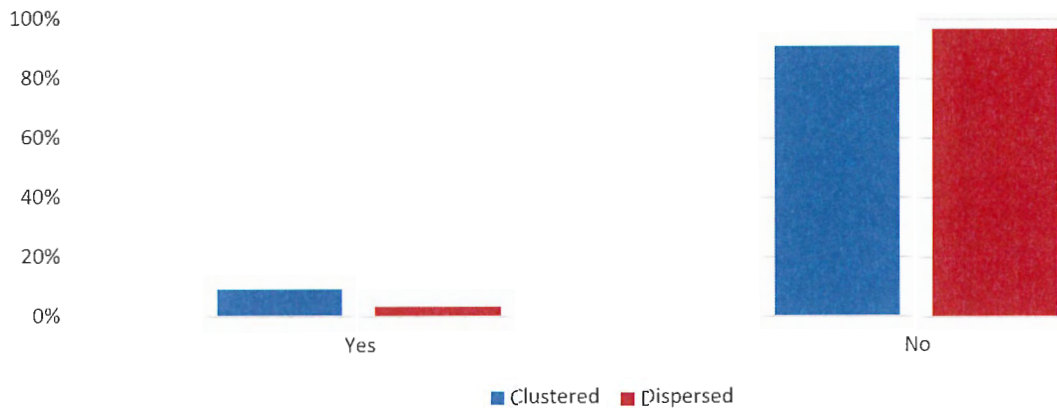


With dispersed units, 46 people or 77 per cent of respondents rated their interactions with their strata manager as either mostly positive (33 people) or somewhat positive (13 people).

With clustered units, 4 people or 36 per cent of respondents rated their interactions with their strata manager as either mostly positive (3 people) or somewhat positive (1 person) with 2 additional people rating their interactions “both negative and positive.”

Experiences of Discrimination

Q8. Do you ever experience stigma or discrimination because you live in an affordable housing unit?



For dispersed units, 58 people or 97 per cent of respondents reported experiencing no discrimination as a result of living in an affordable housing unit. Of the two people who reported discrimination, one person described how their property manager entered their unit without notice while the tenant was not home, and another person described negative interactions with another building resident based on the LEMR tenant's religion.

For clustered units, 10 people or 91 per cent of respondents reported experiencing no discrimination as a result of living in an affordable housing unit. The one person who reported discrimination living in a LEMR unit described poor customer service and unprofessional conduct from the rental agents during the showing of the unit.



City of Richmond

Report to Committee

To: Parks, Recreation and Cultural Services
Committee

Date: June 2, 2021

From: Gregg Wheeler
Manager, Sport and Community Events

File: 11-7000-01/2021-Vol
01

Re: Amendment to Regulating the Discharge of Firearms Bylaw No. 4183

Staff Recommendation

1. That Regulating the Discharge of Firearms Bylaw No. 4183, Amendment Bylaw No. 10278 to amend the terms of the bylaw as described in the staff report titled "Amendment to Regulating the Discharge of Firearms Bylaw No. 4183" dated June 2, 2021, from the Director, Recreation and Sport Services, be introduced and given first, second and third readings.

Elizabeth Ayers
Director, Recreation and Sport Services
(604) 247-4669

Att. 3

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Law	<input checked="" type="checkbox"/>	
Parks Services	<input checked="" type="checkbox"/>	
Community Safety Administration	<input checked="" type="checkbox"/>	
RCMP	<input checked="" type="checkbox"/>	
Community Bylaws	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS: MO	APPROVED BY CAO

Staff Report

Origin

At the January 12, 2021, Community Safety Committee, staff received the following referral:

That staff revisit the City's firearms discharge bylaws for potential modification and editing of the firearms discharge map.

Since January, staff have worked with the RCMP and the Rod and Gun Club to review the Regulating the Discharge of Firearms Bylaw No. 4183, and the Hunting by Permission program provided by the bylaw. This report outlines staff findings and recommendations regarding changes to the Regulating the Discharge of Firearms Bylaw No. 4183.

This report supports Council's Strategic Plan 2018-2022 Strategy #1 A Safe and Resilient City:

Enhance and protect the safety and well-being of Richmond.

1.1 Enhance safety services and strategies to meet community needs.

Analysis

Background

The use of a firearm in Richmond is regulated through the Regulating the Discharge of Firearms Bylaw No. 4183 ("the bylaw") (Attachment 1), which generally prohibits the discharge of firearms within the Municipality. The bylaw provides for hunting in designated areas where "hunting by permission" is allowed with the necessary permits and permissions in place.

The bylaw authorizes the Richmond Rod and Gun Club ("the Club") to operate the Hunting by Permission program which they have been doing since the bylaw was established in 1983. The Hunting by Permission program is run on an annual basis for the purpose of safely managing the recreational hunting of waterfowl during the hunting season in Richmond's Agricultural Land Reserve ("ALR") as shown in Schedule A of Attachment 1.

As per the attached letter (Attachment 2) from Mike Thorne, President, Richmond Rod & Gun Club, the Club only issues hunters a Hunting by Permission pass once they provide proof of the following:

- Federal Government PAL (Possession and Acquisition License);
- Province of BC's CORE Certificate (Conservation and Outdoor Recreation Education Certificate);
- Lower Fraser Valley Special Area License;
- Federal Government's Migratory Game Bird Hunting Permit; and
- Proof of insurance, in the amount of \$5M.

Once a pass is issued the hunter needs to gain the permission of the property owner for the land on which they wish to hunt.

The above licenses, certifications and permit requirements ensure that individuals that take part in the Club's Hunting by Permission program understand the importance of their legal obligations as hunters. This includes the safe handling of firearms, choice of appropriate firearm, storage and transportation of firearms along with what constitutes ethical practices related to hunting and recommendations on location and direction of shooting.

Before the start of each hunting season staff from the City of Richmond, Richmond RCMP, BC Ministry wildlife biologist and President of the Club meet to discuss any issues from the previous season along with discussing particulars related to the pending season.

Review of Richmond Rod and Gun Club Hunting by Permission Pass Program

The Club issued 22 Hunting by Permission passes this past season that were valid from September 2020 to March 2021. The Club recently completed a telephone survey of last year's 22 pass holders and collected the following information as part of the survey:

Richmond Rod and Gun Club 2020/2021 Hunting by Permission Telephone Survey	
Number of pass holders surveyed	20 of 22 pass holders (91%)
Number of years hunting	1-55 years (30 years average)
Number of years with a hunting by permission pass	1-30 years (10 years average)
Number of times hunted with their pass this past season	0-17 times (average of 8 times)
Number of pass holders that didn't hunt this past season	4 pass holders
Number of farms that pass holders hunted within Richmond's ALR this past year	13 pass holders hunted on one farm and three pass holders on two to four different farms
Number of times pass holders hunted south of Steveston Highway in the ALR	4 pass holders hunted a total of 24 times
Number of times pass holders hunted east of No. 6 Road in the ALR	13 pass holders hunted a total of 85 times
Number of pass holders that hunted in both ALR zones	1 pass holder

The telephone survey of the 22 pass holders shows that there is a small number of hunters who have taken part in the Hunting by Permission pass this past year. The survey shows that the pass holders are hunters who have been hunting on average over 30 years and have been hunting in Richmond as part of the Club's Hunting by Permission program for an average of 10 years. The survey shows that pass holders are hunting on specific farms with the permission of the farmer/land owner and not hunting on multiple farms over the course of a single hunting excursion or over the duration of the hunting season.

The waterfowl that are taken by pass holders are harvested in an ethical manner and the protein from the fowl is cleaned and consumed, or frozen for later consumption.

The Club, which was established in 1955, has worked hard volunteering over the years to continue the tradition of hunting for recreational purposes in Richmond's ALR zones. Through the Club's management of the program they ensure that hunting is carried out in a safe and lawful manner as required by the bylaws and laws at the municipal, provincial and federal levels of government that govern the hunting of waterfowl in the City of Richmond.

Richmond RCMP Calls for Service Related to Shots Fired

A review of the Richmond RCMP's shots fired call for service over the past three years, in the designated Hunting by Permission zones, showed that there were a total of 28 calls (average of 9 calls per year). Of the 28 calls, upon investigation by the RCMP, none resulted in charges being laid. The incident that occurred on November 11, 2020, off No. 4 Road and Steveston Highway was still under investigation as of May 2021 with the RCMP working with Crown on possible charges related to this incident.

Amendment to Regulating the Discharge of Firearms Bylaw No. 4183

Upon review of the bylaw and a survey of the Hunting by Permission users, staff recommend that that program continue in its current form and that other than three housekeeping items no changes to the bylaw are recommended.

For housekeeping purposes staff propose that under Section 2 of the bylaw that the liability insurance be increased from the current \$1,000,000 to \$5,000,000 as highlighted in Attachment 3 – Proposed Amendment to Firearms Discharge Regulation Bylaw 4183 – redline version. This increase is in alignment with other insurance requirements across the Community Services Division. It is also recommended that the offences section of the bylaw be replaced to bring it into alignment with other City bylaws and to ensure that if enforcement action is ever required to be taken the City has the ability to pursue the most stringent possible fines under the current legislation. Without the replacement of Section 12, the maximum prosecution fine under the Offence Act (BC) would be \$2,000; with the replacement of Section 12 the maximum prosecution fine under the Offence Act to be not less than \$1,000 and can be up to \$50,000. Lastly, that the Schedule A (map) of the bylaw be replaced with an updated map as included in Attachment 3. This update will provide clarity on the areas designated for Hunting by Permission.

Staff will continue to work with the Club to ensure that the Hunting by Permission program is delivered effectively and safely for future hunting seasons.

Financial Impact

None.

Conclusion

That the City of Richmond continue to work with the Club to ensure that the Hunting by Permission program is effectively and safely managed in the future for all pass holders related to the safe discharge of firearms in Richmond. Hunting has a long and safe history in Richmond from a recreational and farm protection perspective that can still occur on farms within the ALR.



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

- Att. 1: Regulating the Discharge of Firearms Bylaw No. 4183
2: Letter from Mike Thorne, President, Richmond Rod & Gun Club
3: Proposed Amendment to Firearms Discharge Regulation Bylaw 4183 - redline version

CITY OF RICHMOND



REGULATING THE DISCHARGE OF FIREARMS

BYLAW NO. 4183

EFFECTIVE DATE – March 29, 1983

CONSOLIDATED FOR CONVENIENCE ONLY

This is a consolidation of the bylaws below. The amendment bylaws have been combined with the original bylaw for convenience only. This consolidation is not a legal document. Certified copies of the original bylaws should be consulted for all interpretations and applications of the bylaws on this subject.

AMENDMENT BYLAW

EFFECTIVE DATE

SCHEDULE A No. 6106
 SCHEDULE A No. 6491
 SCHEDULE A No. 6941
 Bylaw 8538

June 26, 1993
 July 24, 1995
 August 24, 1998
 November 9, 2009

The bylaw numbers in the margin of this consolidation refer to the bylaws that amended the principal Bylaw No. 4183. The number of any amending bylaw that has been repealed is not referred to in this consolidation.

**REGULATING THE DISCHARGE OF FIREARMS
BYLAW NO. 4183**

A Bylaw for the Purpose of Regulating
the Discharge of Firearms

The Council of The Corporation of the Township of Richmond, in open meeting assembled, enacts as follows:

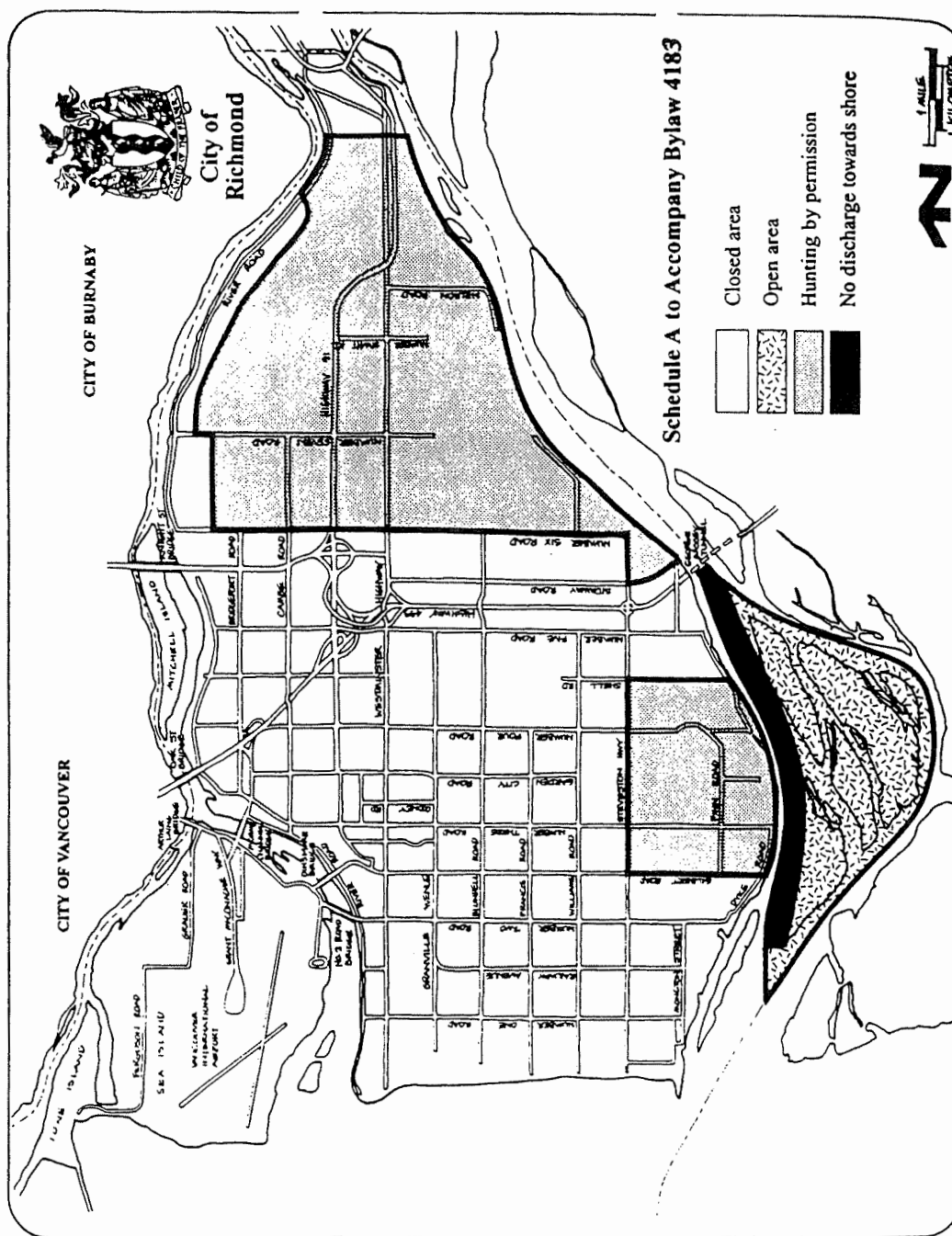
INTERPRETATION

For the purposes of this Bylaw

1. "FIREARM" means a rifle, pistol, or shotgun and includes air guns, air rifles, air pistols and spring guns but does not include firearms used for the discharge of blank ammunition in connection with an athletic or sporting event.
2. "PUBLIC HIGHWAY" means highway as defined in the Municipal Act.
3. The provisions of this Bylaw shall not apply to Peace Officers, employees of the Fisheries & Wildlife Branch, employees of the Ministries of Fisheries & Oceans, employees of the Canadian Wildlife Service, or employees of the Society for the Prevention of Cruelty to Animals required to use firearms in the line of duty.
4. No person shall discharge a firearm within or into the area designated as "closed" on Schedule "A" attached hereto and forming part of this Bylaw.
5. No person shall discharge a firearm utilizing a single projectile within the Municipality except as specifically provided under section 6 and section 7 hereof.
6. (1) A permit to allow the discharge of firearms within the Municipality shall be required:
 - (a) for the operation of a pistol, rifle, trap and/or skeet shooting range, and
 - (b) for an organized trap or skeet shooting event not located on a shooting range permitted to operate under this Bylaw, and
 - (c) when the discharge of firearms is to be conducted by a person who is the holder of a valid resident trapping licence and a resident hunting or firearms licence issued by the Province of British Columbia who has produced written permission from the owner or the lessee of the lands upon which he proposes to operate his trap line.
- (2) A permit for the discharge of firearms may be issued providing the applicant is covered by an existing public liability and property damage insurance policy in the minimum amount of \$1,000,000.00 validated for the duration of the permit.

- (3) Any person requiring a permit under this section shall make application in writing to the Council of the Municipality setting forth complete details of the activity or event for which the permit is required.
 - (4) The Council of the Municipality may, after considering the application referred to in section 6(3) hereof, issue a permit subject to such terms and conditions as the Council deems necessary.
- 7. Notwithstanding sections 4 and 5 hereof, but subject to the Migratory Birds Convention Act, the Wildlife Act and regulations thereto, a person may discharge a firearm within the Municipality without first obtaining a permit therefor when:
 - (a) he is engaged in a farm operation and the firearm is discharged for the purpose of protecting his crops or livestock from birds or animals,
 - (b) he is engaged in the humane destruction or slaughter of domestic livestock, or
 - (c) he is engaged in a commercial slaughter-house operation, or
 - (d) he is engaged in shooting on a pistol, rifle, trap or skeet shooting range duly authorized by a permit pursuant to section 6 of this Bylaw.
- 8. Notwithstanding the provisions of section 4 hereof a person may, in that portion of the Municipality designated as open hunting on Schedule "A" attached hereto and forming part of this Bylaw, during that part of each year when the hunting of wildlife may be carried out in accordance with the laws of the Province of British Columbia and where that person is a holder of a valid and subsisting licence issued by the Province of British Columbia and as required by the laws of the said Province and of Canada for the hunting and killing of such wildlife, discharge firearms therein without the necessity of obtaining a permit therefor pursuant to this Bylaw.
- 9. Notwithstanding the provisions of section 4 hereof, a person may, in the area designated as "hunting by permission only" on Schedule "A" attached hereto and forming part of this Bylaw, if he has a hunting by permission pass issued by the Richmond Rod and Gun Club and validated by the owner of the property, during that period of each year when the hunting of wildlife may be carried out in accordance with the laws of the Province of British Columbia and where that person is a holder of a valid and subsisting licence issued by the Province of British Columbia and as required by the laws of the said Province and of Canada for the hunting and killing of such wildlife, discharge firearms therein without the necessity of obtaining a permit therefor pursuant to this Bylaw.
- 10. Notwithstanding any provisions of this Bylaw:
 - (a) unless authorized by a permit issued in keeping with this Bylaw, no person shall discharge, within the limits of the Municipality, any firearm within 135 metres of any school building, school yard, public park, playground, church, workshop, place of business, dwelling house, farm building, public highway, or other place where persons may be assembled or engaged in work of any kind,

- (b) it shall be lawful for a person to discharge a firearm within or into the Vancouver International Airport with the written permission of the Manager of Vancouver International Airport.
- 11.
 - (a) No person shall discharge a firearm in the area designated as "no discharge toward shore" on Schedule "A" attached hereto and forming part of this Bylaw unless the firearm is aimed into an adjacent area designated as "open area" on Schedule "A" attached hereto and forming part of this Bylaw.
 - (b) The area designated as "no discharge toward shore" shall be a strip 180 metres wide measured out from a line drawn parallel to and perpendicularly distant 180 metres from the shore on the outside foot of the dyke as the case may be.
- 12. Every person who violates any of the provisions of this Bylaw shall be liable to prosecution under the provisions of the "Offence Act".
- 13. Bylaw No. 4106 is hereby repealed.
- 14. This Bylaw is in effect and in force and binding on all persons as from the day following the date of its adoption.

SCHEDULE A to BYLAW NO. 4183



RICHMOND ROD & GUN CLUB

Box 26551 Blundell Centre P.O.

Richmond, B.C. V7C-5M9

www.rrgc.homestead.com

Hunting in the ALR within the city of Richmond is both safe, viable, and should remain open for future generations.

In order for a person to hunt, the hunter has gone through courses and obtained licences before they are able to go afield.

If they want a fire arm they have to take a PAL course which is a Possession and acquisition Licence. This does not enable the person to hunt. It is required to obtain a licence to own a fire arm.

The person then needs to take and successfully pass a CORE course which would let them acquire a hunting licence. CORE stands for conservation outdoor recreation education. This is a fairly in depth course teaching not only wildlife identification and game handling, but also the ethics that go with it.

You then need a Migratory Game Birds Licence to hunt migratory birds within the province.

If you live in the Lower Fraser Valley you will also have to obtain the Fraser Valley Special Area Licence which shows that you are insured for \$2 million liability.

You then have to obtain a Hunting by Permission pass through the RRGCC to hunt within the City of Richmond. You can not get this pass without having all the other licences. We take names, phone numbers, addresses, all licence numbers, make, model, color and licence plate numbers of vehicles, and driver's licence.

Once the applicant has provided all the necessary information, they are then eligible to go to farms of their choice and then ask the farmer if they can hunt on their property. Having all the licences does not mean that the farmer has to let you hunt on their land. It is entirely up to the farmer if they will let you hunt on their land.

The Landowner, not the farmer, if they are not the same, then has to sign your Hunting by Permission pass. If they choose to sign your pass, you can then make arrangements with that farmer to hunt on their land. The signature is only good for that particular farm. If you want to hunt on another property you would have to get signed permission for each individual farm.

Once you have all these licences, and a Landowner has signed your pass you are then legally allowed to go hunting, on that property.

I recently did a Pass Holder's survey.

Of 20 passholders surveyed:

Passholders have had a Provincial hunting licence on average of 31 years plus.

Over 70% of the pass holders live in Richmond.

On average passholders have had a Hunting by Permission pass for 10 years.

15 of 20 pass holders used their pass this year.

4 people were shooting in South Richmond and 13 in East Richmond.

Majority of hunters have only one location to hunt with permission.

Many hunters have been hunting here for generations, bonding with family and friends as they go. They have built up a rapport and trust with the farmer, and are welcome onto the property.

The RRGCC takes it's position as stewardship seriously.

We have been teaching and promoting safety, competency, and education, with regards to wildlife, conservation, and outdoor recreation since forming as a society in 1955.

Our connection with the City of Richmond and serving the community is part of the legacy of the city itself.

We realize that these are changing times and we are adapting, monitoring, and looking at more ways to keep both the Public, farmers and hunters safe.

With Leadership, Monitoring, and Education, we should be able to share our experiences for generations to come. The RRGc is looking forward to continue working as Stewards, within our mandate of our Constitution and By-Laws, with the City of Richmond, supporting our longstanding role as a Society in Richmond.

Please contact me if you have any further questions regarding our club or this program that is valued by our members.

Regards
Mike Thorne
President RRGc

CITY OF RICHMOND



REGULATING THE DISCHARGE OF FIREARMS

BYLAW NO. 4183

EFFECTIVE DATE – March 29, 1983

CONSOLIDATED FOR CONVENIENCE ONLY

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AMENDMENT BYLAW

EFFECTIVE DATE

SCHEDULE A No. 6106
 SCHEDULE A No. 6491
 SCHEDULE A No. 6941
 Bylaw 8538

June 26, 1993
 July 24, 1995
 August 24, 1998
 November 9, 2009

The bylaw numbers in the margin of this consolidation refer to the bylaws that amended the principal Bylaw No. 4183. The number of any amending bylaw that has been repealed is not referred to in this consolidation.

REGULATING THE DISCHARGE OF FIREARMS BYLAW NO. 4183

A Bylaw for the Purpose of Regulating
the Discharge of Firearms

The Council of The Corporation of the Township of Richmond, in open meeting assembled, enacts as follows:

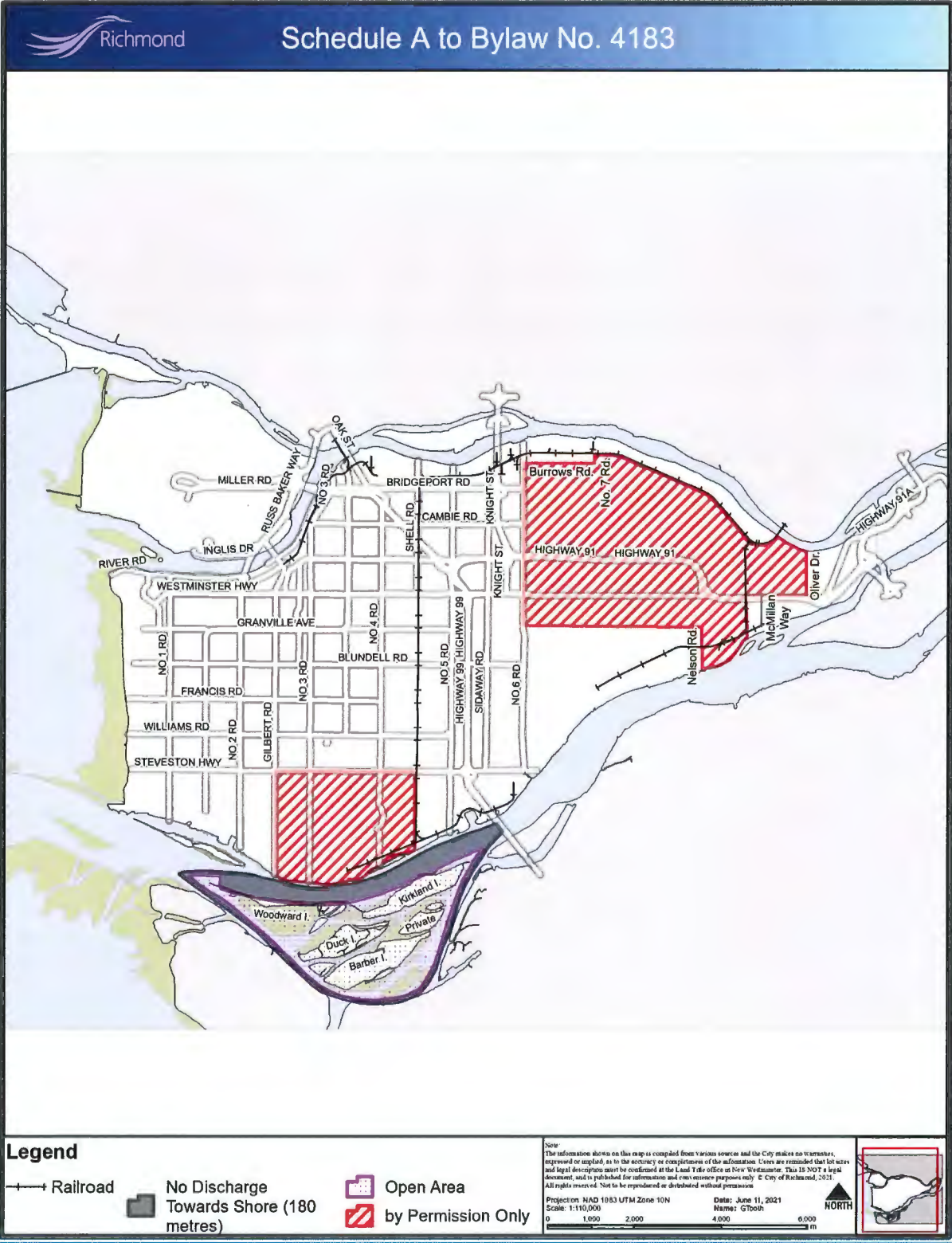
INTERPRETATION

For the purposes of this Bylaw

1. "FIREARM" means a rifle, pistol, or shotgun and includes air guns, air rifles, air pistols and spring guns but does not include firearms used for the discharge of blank ammunition in connection with an athletic or sporting event.
2. "PUBLIC HIGHWAY" means highway as defined in the Municipal Act.
3. The provisions of this Bylaw shall not apply to Peace Officers, employees of the Fisheries & Wildlife Branch, employees of the Ministries of Fisheries & Oceans, employees of the Canadian Wildlife Service, or employees of the Society for the Prevention of Cruelty to Animals required to use firearms in the line of duty.
4. No person shall discharge a firearm within or into the area designated as "closed" on Schedule "A" attached hereto and forming part of this Bylaw.
5. No person shall discharge a firearm utilizing a single projectile within the Municipality except as specifically provided under section 6 and section 7 hereof.
6. (1) A permit to allow the discharge of firearms within the Municipality shall be required:
 - (a) for the operation of a pistol, rifle, trap and/or skeet shooting range, and
 - (b) for an organized trap or skeet shooting event not located on a shooting range permitted to operate under this Bylaw, and
 - (c) when the discharge of firearms is to be conducted by a person who is the holder of a valid resident trapping licence and a resident hunting or firearms licence issued by the Province of British Columbia who has produced written permission from the owner or the lessee of the lands upon which he proposes to operate his trap line.
- (2) A permit for the discharge of firearms may be issued providing the applicant is covered by an existing public liability and property damage insurance policy in the minimum amount of ~~\$1,000,000.00~~ \$5,000,000 validated for the duration of the permit.

- (3) Any person requiring a permit under this section shall make application in writing to the Council of the Municipality setting forth complete details of the activity or event for which the permit is required.
 - (4) The Council of the Municipality may, after considering the application referred to in section 6(3) hereof, issue a permit subject to such terms and conditions as the Council deems necessary.
7. Notwithstanding sections 4 and 5 hereof, but subject to the Migratory Birds Convention Act, the Wildlife Act and regulations thereto, a person may discharge a firearm within the Municipality without first obtaining a permit therefor when:
- (a) he is engaged in a farm operation and the firearm is discharged for the purpose of protecting his crops or livestock from birds or animals,
 - (b) he is engaged in the humane destruction or slaughter of domestic livestock, or
 - (c) he is engaged in a commercial slaughter-house operation, or
 - (d) he is engaged in shooting on a pistol, rifle, trap or skeet shooting range duly authorized by a permit pursuant to section 6 of this Bylaw.
8. Notwithstanding the provisions of section 4 hereof a person may, in that portion of the Municipality designated as open hunting on Schedule "A" attached hereto and forming part of this Bylaw, during that part of each year when the hunting of wildlife may be carried out in accordance with the laws of the Province of British Columbia and where that person is a holder of a valid and subsisting licence issued by the Province of British Columbia and as required by the laws of the said Province and of Canada for the hunting and killing of such wildlife, discharge firearms therein without the necessity of obtaining a permit therefor pursuant to this Bylaw.
9. Notwithstanding the provisions of section 4 hereof, a person may, in the area designated as "hunting by permission only" on Schedule "A" attached hereto and forming part of this Bylaw, if he has a hunting by permission pass issued by the Richmond Rod and Gun Club and validated by the owner of the property, during that period of each year when the hunting of wildlife may be carried out in accordance with the laws of the Province of British Columbia and where that person is a holder of a valid and subsisting licence issued by the Province of British Columbia and as required by the laws of the said Province and of Canada for the hunting and killing of such wildlife, discharge firearms therein without the necessity of obtaining a permit therefor pursuant to this Bylaw.
10. Notwithstanding any provisions of this Bylaw:
- (a) unless authorized by a permit issued in keeping with this Bylaw, no person shall discharge, within the limits of the Municipality, any firearm within 135 metres of any school building, school yard, public park, playground, church, workshop, place of business, dwelling house, farm building, public highway, or other place where persons may be assembled or engaged in work of any kind,

- (b) it shall be lawful for a person to discharge a firearm within or into the Vancouver International Airport with the written permission of the Manager of Vancouver International Airport.
11. (a) No person shall discharge a firearm in the area designated as "no discharge toward shore" on Schedule "A" attached hereto and forming part of this Bylaw unless the firearm is aimed into an adjacent area designated as "open area" on Schedule "A" attached hereto and forming part of this Bylaw.
- (b) The area designated as "no discharge toward shore" shall be a strip 180 metres wide measured out from a line drawn parallel to and perpendicularly distant 180 metres from the shore on the outside foot of the dyke as the case may be.
12. ~~Every person who violates any of the provisions of this Bylaw shall be liable to prosecution under the provisions of the "Offence Act".~~
- Any person who contravenes or violates any provision of this Bylaw, or who suffers or allows any act or thing to be done in contravention or violation of this Bylaw, or who fails or neglects to do anything required to be done under this Bylaw, commits an offence and upon conviction shall be liable to a fine of not less than One Thousand Dollars (\$1,000) and not more than Fifty Thousand Dollars (\$50,000.00), in addition to the costs of the prosecution, and where the offence is a continuing one, each day that the offence is continued shall constitute a separate offence."
13. Bylaw No. 4106 is hereby repealed.
14. This Bylaw is in effect and in force and binding on all persons as from the day following the date of its adoption.





**REGULATING THE DISCHARGE OF FIREARMS BYLAW NO. 4183,
AMENDMENT BYLAW NO. 10278**

The Council of the City of Richmond enacts as follows:

1. **Regulating the Discharge of Firearms Bylaw No. 4183**, as amended, is further amended at Section 6(2) by deleting the number “\$1,000,000.00” and replacing it with the number “\$5,000,000.00”.
2. **Regulating the Discharge of Firearms Bylaw No. 4183**, as amended, is further amended by deleting Section 12 and replacing it with the following:

“12. Any person who contravenes or violates any provision of this Bylaw, or who suffers or allows any act or thing to be done in contravention or violation of this Bylaw, or who fails or neglects to do anything required to be done under this Bylaw, commits an offence and upon conviction shall be liable to a fine of not less than One Thousand Dollars (\$1,000.00) and not more than Fifty Thousand Dollars (\$50,000.00), in addition to the costs of the prosecution, and where the offence is a continuing one, each day that the offence is continued shall constitute a separate offence.”
3. **Regulating the Discharge of Firearms Bylaw No. 4183**, as amended, is further amended by deleting Schedule A to Bylaw 4183 and replacing it with Schedule A attached to this Bylaw.
4. This Bylaw is cited as “**Regulating the Discharge of Firearms Bylaw No. 4183, Amendment Bylaw No. 10278**”.

FIRST READING

SECOND READING

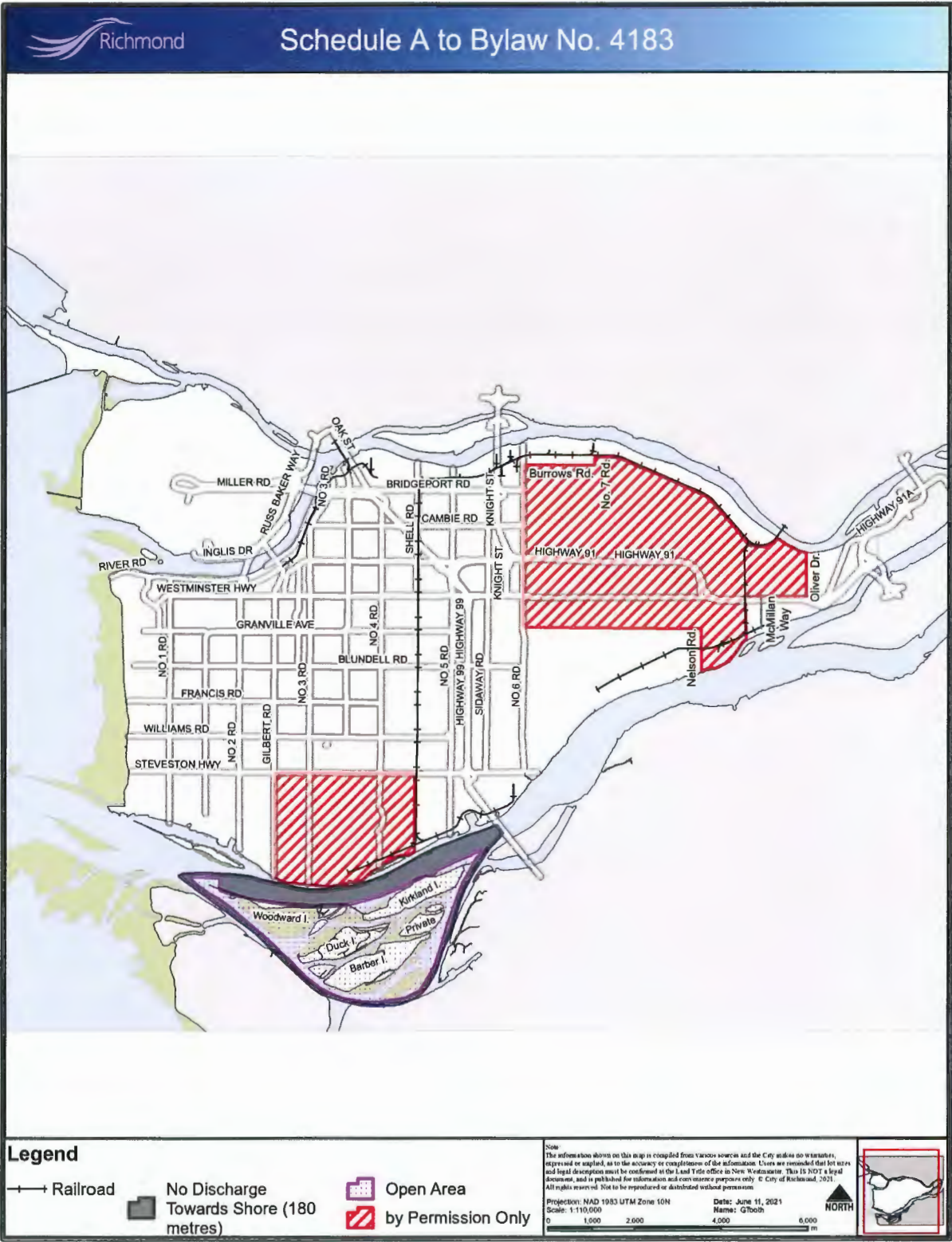
THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

CITY OF RICHMOND
APPROVED for content by originating dept.
APPROVED for legality by Solicitor





City of Richmond

Report to Council

To: General Purposes Committee

Date: June 11, 2021

From: Tim Wilkinson
Fire Chief

File: 99-Fire Rescue/2021-
Vol 01

Re: Emergency Response Equipment and Fire Boat Options

Staff Recommendation

That the staff report titled "Emergency Response Equipment and Fire Boat Operations Options", dated June 11, 2021, from the Fire Chief, be received for information.

Tim Wilkinson
Fire Chief
(604-303-2701)

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

Staff Report

Origin

In the regular meeting of City Council held on July 22, 2019, staff were directed to report back to Council on the options of deploying a Richmond fire boat in consideration of the Vancouver Airport Fuel Delivery Project.

“That if funding is received from the Vancouver Airport Fuel Facilities Corporation, that those funds be allocated towards emergency response and that staff explore options to establish a Richmond fire boat.”

This report supports Council’s Strategic Plan 2018-2022 Strategy #1 A Safe and Resilient City:

Enhance and protect the safety and well-being of Richmond.

1.1 Enhance safety services and strategies to meet community needs.

Analysis

To address Council’s July 2019 referral “that if funding is received from the Vancouver Airport Fuel Facilities Corporation (VAFFC) that those funds be allocated towards emergency response and to explore options to establish a Richmond fire boat”, staff have researched the following considerations:

1. The potential land based hazards and risks associated with the VAFFC Fuel facility and pipeline;
2. The potential marine based hazards and risks associated with the VAFFC docking and fuel offloading system and maritime vessels navigating the South Arm of the Fraser River;
3. The mitigation strategies associated with the identified risks; and
4. The equipment that would be required to ensure that Richmond Fire-Rescue (RFR) could action the identified mitigation strategies.

Land Based Hazards and Risks

The hazard, risk profile of the VAFFC Fuel Facility and Pipeline is categorized as “High Impact/Low Probability” meaning that there is a small chance of a fire or spill, however, should a fire or spill occur there could be a significant impact to the City. The City has addressed much of the risk profile through the Municipal Access Agreement. The additional risks can be mitigated by upgrading current firefighting vehicles and equipment during the Richmond Fire-Rescue Fleet replacement cycle. This upgrade would see a traditional fire pumper being replaced with a High Flow Industrial Pumper. A High Flow Industrial Pumper is a multifunctional piece of equipment that is excellent at addressing the needs of the fuel facility while also being able to act as a front line fire engine, a super pumper during a major disaster, a high volume foam pumper for major semi-tractor/trailer fires on the highways and an assistance fire engine during an aircraft fire should it occur away from the airport.

The cost of a traditional fire pumper is approximately \$1.1 million and the cost for future replacement of this type of apparatus has been built into the City's Budget through the Fire Equipment Reserve. An upgrade to a High Flow Industrial Pumper would result in an increase in capital costs of approximately \$800,000 over a traditional pumper and an increased Operational Budget Impact (OBI) of approximately \$60,000 per year.

Marine Based Hazards and Risks

The hazard, risk profile of the VAFFC docking and offloading system is categorized as "High Impact/Low Probability" meaning that there is a small chance of a fire or spill however should a fire or spill occur there could be a significant impact to the environment and the City.

The City has addressed much of the risk associated with the docking system through the Municipal Access Agreement. In addition the marine based spill response capability is addressed within the Federal and Provincial Government Environmental Assessment where specific conditions are set out that VAFFC must comply with to continue operations. One risk not specifically addressed is the risk of fire and/or a spill emanating from a vessel transporting fuel while navigating the South Arm of the Fraser River. It is expected that when the Fuel Facility is operating at full capacity it will require a Panamax sized vessel to restock the fuel on a regular basis. While there is not a fire boat of any description operating on the South Arm of the Fraser River, there are several vessels that regularly work on the river that have firefighting capabilities; however, they are not specifically tasked with that role.

The Vancouver Fire Boat Consortium vessels are available, however, they are stationed at the Trade and Convention Centre in Vancouver and, in the end, and they do not have the firefighting capacity to handle fires aboard large vessels. A fire boat capable of effectively fighting a fire onboard of a Panamax sized vessel is a large singular use vessel, \$10-25 million dollar asset that would require permanent highly trained staff assigned to its operation. Staff are unable to provide an estimate of the OBI for this type of vessel as there are none in operation locally to provide the data.

Fire Boat Options

In considering fire boat options staff considered three scenarios. Firstly, status quo, which is to rely on vessels of opportunity to assist with firefighting in an immediate sense and/or call the Vancouver Fire Boat to the scene. The Vancouver Fire Boat service has only been called upon twice in the last 10 years at a cost of approximately \$100,000 per event.

The second option is to purchase a boat similar in size and operational capability as the Vancouver Fire Boat. A vessel of this type will not mitigate fires at the VAFFC Fuel Facility and pipeline nor on board a large vessel. However, a fire boat is useful for shorefront fires, marina fires and medium sized vessels fires and water based emergencies. A vessel of this type can be purchased for approximately \$2.2 million. The OBI, including maintenance, replacement and training, is anticipated to be approximately \$250,000 per year.

The third option is the purchase of a large fire boat that is capable of fighting fires onboard large vessels. While a vessel of this type would be able to mitigate fires on board large vessels, it

would not be able to mitigate fires at the VAFFC Fuel Facility or pipeline and it is too large to service most of the City's marinas or navigate within many areas on the North Arm of the Fraser River. A vessel of this type is expensive to purchase and operate and would require a dedicated highly trained staff to ensure its safe operation. Vessels of this type can be purchased for approximately \$10-25 million. Staff were unable to provide an estimate of the OBI due to a lack of data from operating such a vessel.

Table 1: Summary of Potential Costs for All Options Discussed in this Report:

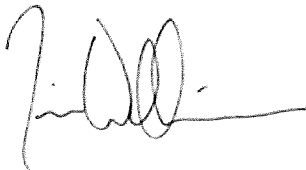
Option	New Capital Equipment	Cost Summary	Potential Source of Funding
Status Quo	N/A (Continue to rely on Vancouver Fire Boat or Port Metro)	Approx. \$100,000 per use	RFR Operating Budget
Land Based Option	High Flow Industrial Pumper	\$0.8 million additional Capital Cost & \$60,000 additional OBI	The cost of a traditional fire pumper is approximately \$1.1 million and the cost for future replacement of this type of apparatus has been built into the City's Budget through the Fire Equipment Reserve. An upgrade to a High Flow Industrial Pumper would result in an increase in capital costs of approximately \$800,000 over a traditional pumper and an increased Operational Budget Impact (OBI) of approximately \$60,000 per year.
Medium Fire Boat Option	Type IV Fire Boat	\$2.2 M Capital Cost & \$250,000 OBI	Capital from the funding received from the VAFFC Reserve. OBI will require consideration in future budget process.
Large Fire Boat Option	Type II Fire Boat	\$10 -\$25 million OBI To be determined	A portion of the capital can be covered by the funding received from the VAFFC Reserve. The remainder of the capital and OBI will require consideration in future budget process.

Financial Impact

None.

Conclusion

Through this report, staff have presented a number of options to respond to Council's direction to identify how *"funds could be allocated towards emergency response and explore options to establish a Richmond fire boat."*

A handwritten signature in black ink, appearing to read 'Tim Wilkinson', with a horizontal line extending to the right.

Tim Wilkinson
Fire Chief
(604-303-2701)

TW:tw



City of Richmond

Report to Committee

To: General Purposes Committee **Date:** May 18, 2021
From: Marie Fenwick **File:** 11-7000-09-00/Vol 01
Director, Arts, Culture and Heritage Services
Re: Revised Public Art Policy – Public Art Contributions

Staff Recommendations

1. That an option for the allocation of Voluntary Developer Public Art Contributions, as described in Table 1 on page five of the staff report titled, "Revised Public Art Program Policy - Public Art Contributions," from the Director, Arts, Culture and Heritage Services dated May 18, 2021, be endorsed.
2. That an option for the City and private Public Art Contributions, as described in Table 3 on page nine of the staff report titled, "Revised Public Art Program Policy - Public Art Contributions," from the Director, Arts, Culture and Heritage Services dated May 18, 2021, be endorsed.

Marie Fenwick

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

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Finance Department	<input checked="" type="checkbox"/>	<i>Sevenson</i>
Law	<input checked="" type="checkbox"/>	
Development Applications	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS: <i>MF</i>	APPROVED BY CAO <i>[Signature]</i>

Staff Report

Origin

On September 21, 2020, at the General Purposes Committee meeting, Council made the following referral:

That Options for Allocations of Voluntary Developer Public Art Contributions, as set out in Table 2 of the staff report titled “Revised Public Art Program Policy” dated August 20, 2020 from the Director, Arts, Culture and Heritage Services, be referred back to staff for additional information related to funds received historically for each component of the public art fund and alternatives to raise funding for arts and related facilities.

That staff review section 5.3.1 (City contribution) and section 6.3.1 (private sector contribution) of Policy 8703 – Public Art Program and report back on options.

The purpose of this report is to respond to this referral.

This report supports Council’s Strategic Plan 2018-2022 Strategy #3 One Community Together:

Vibrant and diverse arts and cultural activities and opportunities for community engagement and connection.

This report supports Council’s Strategic Plan 2018-2022 Strategy #4 An Active and Thriving Richmond:

An active and thriving community characterized by diverse social and wellness programs, services and spaces that foster health and well-being for all.

Background

At the General Purposes Committee Meeting on September 21, 2020, staff responded to a July 2, 2019, referral to direct staff to provide a revised Public Art Program Policy in which Council has the discretion to approve or refuse artwork on private or public property, recommend allocating equivalent funds for other projects and provide opportunities for local and emerging artists.

At the time, Council approved a revision to the Public Art Policy, which requires Council’s approval of the Terms of Reference of public art projects on private property commissioned through the development applications process that total \$250,000 or greater.

Council also directed staff to provide additional information on the funds historically received in the Public Art Reserve Fund as well as to review and provide options for City and private sector public art contributions.

Analysis

Allocation of Voluntary Developer Public Art Contributions

Council currently approves voluntary developer public art contributions at the Rezoning or Development Permit stage. These developer contributions are allocated to one or both of the following funding streams:

1. Commissioning of public art on, or near, the Private Development Site consistent with (where applicable) area-specific Council-approved Civic Public Art Plans (i.e., City Centre, Richmond Olympic Oval Precinct, Capstan Village, Minoru Civic Precinct and Alexandra Neighbourhood); or
2. Depositing to the Public Art Program Reserve Fund, to finance the Civic Public Art Program (that is not tied to Capital Projects) as well as Educational and Community Public Art Programs and activities.

Unlike other community amenities (e.g., child care or affordable housing), development incentives are not offered in exchange for Public Art contributions as they are voluntary.

Funds Received Historically in the Public Art Reserve

The Public Art Program Reserve Fund was established in 1997 for the purposes of funding the Richmond Public Art Program. The fund was started with seed money from a City contribution of \$235,000. Since then, nearly all of contributions to the fund have come from private developer contributions (the rare exceptions involve projects executed in partnership with community centres). The Reserve Fund is used to finance public art projects on civic and private land as well as fund the Community Public Art Program, approved annually as part of the Capital Budget Process. The Reserve Fund is often used to collect funds earmarked for private public art projects which are paid back to the developer upon implementation of the project, often years after the project funding was deposited into the Reserve Fund. Developers have the option to provide a Letter of Credit as an alternative to contributing to the Public Art Reserve Fund.

The funds received in the Public Art Reserve Fund vary year to year, depending on the number of approved Rezoning or Development Permit applications that are subject to voluntary public art contributions. For example, the amounts received in the last three years are: \$448,310 (2020), \$387,600 (2019), and \$1,259,771 (2018).

The funds that are paid out to reimburse developers also varies from year to year, depending on the number of developments that have reached implementation stage, and as such the amount in the Public Art Reserve Fund fluctuates significantly. As of April 30, 2021, there is \$4,723,895 in the Public Art Reserve Fund. Of this, \$1,914,909 is allocated to projects already approved and currently in progress, \$1,682,207 is bound to private public art projects that have been secured as part of approved Development Permit Applications and will be paid out when these projects are ready to be built, and the remaining \$1,126,779 is available for Civic public art projects and programs. These funds pay for Civic public art projects and for projects in the Community Public Art Program, approved annually as part of the Capital Budget process. The Community Public Art Program includes the Community Mural Program and the Engaging Artists in the Community Program.

Alternatives to Raise Funds for Arts and Related Facilities

The City has an established building reserve and process for prioritization of facility needs and arts facilities can be financed through existing developer-funded mechanisms. In the City Centre, the City Centre Area Plan (CCAP) provides a policy framework to secure City facilities (e.g., community centres, child care facilities and other community amenity spaces including arts facilities) through private development located on properties designated as Village Centre Bonus (VCB) sites. In situations where the City does not wish to secure physical space within a VCB-designated development, Council may direct that the developer provides a cash-in-lieu contribution to the City Centre Facility Development Fund (sub-fund of the Leisure Facilities Reserve [Bylaw 7812]) to facilitate community amenity construction on an alternative site, as determined to the satisfaction of the City. For example, the recently approved repurposing of the Minoru Place Activity Centre for arts education and program space is being financed by developer contributions to the Leisure Facilities Reserve Fund.

Contributions to the Hamilton Area Plan Community Amenity Capital Reserve Fund, applicable to projects in the Hamilton area, can be used for community recreation and cultural facilities (Bylaw 9276). Contributions to this reserve are made in cash unless the City chooses to accept a community amenity in lieu of cash.

Allowable Use of Voluntary Developer Contributions

As described in the February 8, 2019, report to the Parks, Recreation and Cultural Services Committee, contributions to the Public Art Program Reserve Fund must be used for Public Art Program activities. The City is legislatively bound to comply with the reserve fund use limitations. It is therefore precluded from using the funds for building or maintaining facilities, or other general operating costs of the City.

In order for Council to allocate voluntary developer public art contribution funds to other uses, including arts facilities, a new Public Art and Arts Facilities Program Reserve Fund would need to be established to replace the existing Public Art Program Reserve Fund. Because there are already legal agreements in place, the current Public Art Program Reserve Fund would remain in place for several years until all the funds have been spent in accordance with the current policy.

In addition, a new Arts Facilities Program would need to be added to the Policy to support the development of new civic arts facilities, augment other civic arts facility capital project budgets and fund capital improvements to existing civic arts facilities. New civic arts facilities could include spaces for creation, display, performance, arts education, multimedia presentation and other arts-based activities.

Approval of Voluntary Developer Contribution Allocations

The current Public Art Program Policy indicates that the developer and staff determine how their contribution is to be allocated. For contributions over \$40,000, the developer may a) make a monetary contribution to the City's Public Art Program Reserve Fund, b) provide public artwork of a value equal to the public art contribution for the project, or c) negotiate a split of its contribution between cash-in-lieu and provision of artwork. For contributions under \$40,000, the developer makes a monetary contribution to the City's Public Art Program Reserve Fund.

In order for Council to have the discretion to recommend how voluntary developer contributions are allocated, the Policy would need to be revised in order for the developer to require Council approval in cases where the developer wished to provide public artwork on or near the property.

A revised process which gives Council the discretion to determine how voluntary developer contributions are allocated will necessitate an extra step in the process prior to Rezoning or Development Permit stage:

- In cases where the developer prefers to direct the voluntary contributions to art on/near their site, there would now be a staff report from the Public Art Planner seeking Council's approval prior to the proposed development being forwarded to Planning Committee or the Development Permit Panel.
- The approved allocation would then be included in the Rezoning or Development Application Report to Council.

Options for Allocations of Voluntary Developer Public Art Contributions

Table 1 describes the four options for Council's consideration regarding allocation of voluntary public art contribution.

Table 1: Options for Allocations of Voluntary Developer Public Art Contributions

Policy Option	Process	Impacts/Implications
Option 1: Status Quo	Private Developer Public Art contribution and allocation (to Public Art Program Reserve Fund, provision of art or combination of both) is identified at Rezoning or Development Permit stage in Report to Council.	None

Policy Option	Process	Impacts/Implications
<p>Option 2: Public Art Program Reserve Fund replaced with Public Art and Arts Facilities Program Reserve Fund.</p> <p>Status quo maintained for the approval of developer contribution allocations.</p>	<p>Private Developer Public Art contribution and allocation (to new Public Art and Arts Facilities Program Reserve Fund, provision of art or combination of both) is identified at Rezoning or Development Permit stage in Report to Council.</p>	<p>Council consider policy amendment to add New Arts Facilities Program.</p> <p>Establishing additional Public Art and Arts Facilities Programs Reserve Fund will necessitate a new reserve fund bylaw.</p> <p>Funds directed to Arts Facilities Program might jeopardize sustainability of community Public Art Programs financed from same Fund.</p> <p>Not retroactive; current Public Art Program Reserve Fund remains in place, as well as the new one, until funds have been spent.</p>
<p>Option 3: Status quo maintained for Public Art Program Reserve Fund.</p> <p>Council approves developer contribution allocations.</p>	<p>If developer wishes to direct contributions to the creation of public art, Council approval is required prior to the proposed development being forwarded to Planning Committee or Development Permit Panel.</p> <p>Approved allocation is included in Rezoning or Development Permit Report to Council.</p>	<p>Policy amended to add requirement for Council approval where funds are to be allocated to provision of public art.</p> <p>Developers may opt out of participating in the Public Art Program due to potential impacts on public realm design plans and delays in the development application process.</p> <p>Contradicts Policy 6.1 “to encourage the private sector to support the integration of public artworks.”</p> <p>Not retroactive; will apply only to private development applications submitted to the City after the date of Council’s adoption of the new Policy.</p> <p>Increased staff resources required for administration of additional reports to Committee/Council*.</p> <p>*Note: Council could consider increasing the Administrative Fee allocation from 15 per cent to 20 per cent to provide additional funding for the administrative expenses. If so, the Policy would be updated accordingly.</p>

Policy Option	Process	Impacts/Implications
<p>Option 4:</p> <p>Public Art Program Reserve Fund replaced with Public Art and Arts Facilities Program Reserve Fund.</p> <p>Council approves developer contribution allocations.</p>	<p>If developer wishes to direct contributions to the creation of public art, Council approval is required prior to the proposed development being forwarded to Planning Committee or Development Permit Panel.</p> <p>If Council does not approve provision of public art, funds are directed to new Public Art and Arts Facilities Program Reserve Fund.</p> <p>Approved allocation is included in Rezoning or Development Permit Report to Council.</p>	<p>Same as Option 2 + Option 3</p>

Any new Public Art Program Policy will apply to private development applications submitted to the City after the date of Council's adoption of the Policy. Any applications already granted first reading by Council or endorsed by the Development Permit Panel would proceed in accordance with the existing Policy. Any applications already submitted to the City received prior to adoption of the new Policy will be processed under the existing Policy. Any applications received after Policy adoption will be considered under the new Policy.

There would be a period of several years when two policies would be in effect simultaneously: one for projects begun prior to the adoption of the new Policy and another for those received after the new Policy is adopted. Upon completion of all projects under the current Policy, the new Policy would be the only one remaining in effect.

Public Art Contribution Percentages

Civic Funding for Public Art (1%)

The Public Art Program Policy provides leadership in urban design and civic planning by incorporating public art in the development or renovation of civic infrastructure, buildings, parks and other major civic capital projects. As per the Policy (section 5.3.1), the City commits 1% of each capital project budget toward the creation, fabrication and installation of public art as part of the project. The practice creates civic pride, a sense of place, urban beautification, livability, cultural interpretation and sustainability for residents and visitors of Richmond.

The 1% commitment of capital construction costs of projects for public art is a standard across North America for cities with Public Art programs. As detailed in Table 2 below, across Metro Vancouver, cities of comparable size and population to Richmond commit at least 1% of capital construction costs to Public Art. The 1% commitment for public art for civic capital projects included in the Public Art Policy (8703) as adopted in 2010 was included to reflect this standard, in keeping with sector best practices across the country.

Voluntary Developer Contributions (0.5%)

The Public Art Program Policy's intent is to encourage the private sector to provide for the integration of public artworks in the community in order to support the continued development of a livable, sustainable and culturally diverse City. As a design standard, this is attained through voluntary contributions set during the rezoning or development permit process, and these public art contributions are part of a larger package of community amenities secured through the development application process.

Across the Metro Vancouver region, developer contributions to public art are a mix of voluntary contributions and contributions that are tied to density bonuses, and the rates typically range from 0.5% to 1%. In Richmond, the 0.5% developer contribution rate was introduced with the adoption of the revised Public Art Policy (8703) in 2010 based on this sector standard, with consideration that the contributions are voluntary, and after consultation with the development community. Across Canada, more than 50 municipalities have development "Percent for Art" programs, including Toronto, Montreal, Edmonton and Ottawa.

Table 2 provides information on City and private Funding Percentages for Public Art as compared to other cities across Canada.

Table 2: Comparison of Funding Percentages for Public Art

CITY	CIVIC	DEVELOPER
Burnaby	1%	1% (voluntary)
Montreal	1%	1% (voluntary)
New Westminster	1% (for projects > \$1M)	1%
Ottawa	1%	1% (voluntary)
Richmond	1%	0.5 % (voluntary)
Surrey	1.25%	0.5% (voluntary)
Toronto	1%	1%
West Vancouver	1%	1% (voluntary)

Options

Table 3 describes the three options for Council's consideration regarding the voluntary public art contributions.

Table 3: Options for Council consideration regarding public art contributions

Policy Option	Process	Impacts/Implications
Option 1: Status Quo	City funding for public art is 1% of construction cost for eligible Capital projects and Voluntary Developer Contributions are 0.5% of each eligible Private Development projects.	None
Option 2: Increase private Public Art Contributions to be on par with the Civic Contributions	City funding for public art is 1% of construction cost for eligible Capital projects and Voluntary Developer Contributions are 1% of eligible Private Development projects.	<p>Public Art Policy would be amended to increase percentage of Voluntary Developer Contributions to 1%.</p> <p>Consultation with the Development industry would be required in advance of this Policy amendment. No consultation has occurred on this matter at this time.</p> <p>Private Developers may opt out of participating in the Public Art Program due to increased contribution rates; growth of the Public Art Reserve would be affected and impact Community Public Art Programs.</p>
Option 3: Decrease the Civic Contributions to be on par with the private Public Art Contributions	City funding for public art is 0.5% of construction cost for eligible Capital projects. Voluntary Developer Contributions remain the same at 0.5% of eligible Private Development projects.	<p>Public Art Policy would be amended to decrease Civic funding for eligible Capital projects to 0.5%.</p> <p>Funding for eligible projects will decrease resulting in smaller, less robust public art projects for those capital projects.</p> <p>Richmond will be an outlier in contributing half of what other municipalities contribute to public art.</p> <p>Contradicts Policy 5.1 "The City's policy is to provide leadership in public art by incorporating public art, at the planning stages, into the development or renovation of civic infrastructure, buildings, parks and bridges, and to</p>

Policy Option	Process	Impacts/Implications
		encourage collaboration between the Public Art Advisory Committee, City staff, artists, engineers, design professionals and the community to enrich such projects.”

Financial Impact

At this time, staff are unable to quantify the financial impact with respect to a revised Public Art Program Policy. However, any of the proposed policy changes are expected to require additional resources for overall program administration, including oversight, communications and reports to Council.

Conclusion

Public art created through the private development approvals process has contributed to Richmond’s urban design and cultural fabric for more than 20 years thanks to a Public Art Program Policy that ensures Council, staff and community members play essential roles in its administration. A Policy that reflects Council’s preferences in the approval of public art can support Richmond’s vision to be the most appealing, liveable and well-managed community in Canada.



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



City of Richmond

Report to Committee

To: Planning Committee

Date: June 21, 2021

From: Wayne Craig
Director of Development

File: AG 21-933868

John Hopkins
Director of Policy Planning

Re: Application by Brian Dagneault for an Agricultural Land Reserve Transportation, Utility, and Recreational Trail Use Application at 6808 Finn Road

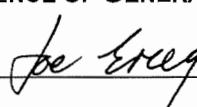
Staff Recommendation

That authorization for Brian Dagneault to forward an Agricultural Land Reserve Transportation, Utility, and Recreational Trail Use Application to the Agricultural Land Commission, to improve a portion of Finn Road to municipal road standards, be denied.

Wayne Craig
Director of Development

John Hopkins
Director of Policy Planning

WC:sds
Att. 9

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Building Approvals	<input checked="" type="checkbox"/>	
Engineering	<input checked="" type="checkbox"/>	

Staff Report

Origin

Brian Dagneault, on behalf of the property owner of 6808 Finn Road (Bill Zylmans), has requested permission from the City of Richmond to submit an Agricultural Land Reserve (ALR) Transportation, Utility, and Recreational Trail Use (TUR) Application to the Agricultural Land Commission (ALC), to improve a portion of Finn Road to municipal road standards. A location map and aerial photograph showing the subject property and the portion of Finn Road proposed to be improved are provided in Attachment 1. The subject site is zoned "Agriculture (AG1)" and is currently being farmed.

Background

The subject property at 6808 Finn Road is classified as a "no access property" as it does not front a constructed municipal road. Road access to the general public along Finn Road is restricted west of the driveway access to the adjacent property at 6880 Finn Road (chain and lock). Only the City and the farming operation have access control to the restricted portion of Finn Road. As per the City's Official Community Plan (OCP), the portion of Finn Road along the northern portion of the subject property is identified as an "unimproved road" (Attachment 2). The road standard along Finn Road west of Gilbert Road is improved up to the driveway access of the adjacent property at 6880 Finn Road and the remaining portion of Finn Road along the subject property is unimproved with restricted access. The City only maintains the improved portion of Finn Road and does not maintain the portion of Finn Road along the subject property. Engineering has confirmed there is no active watermain west of Gilbert Road. The drainage infrastructure is maintained by the City (ditch), which is the case in unopened road corridors without improved roads in a number of locations throughout the City. Staff have also received correspondence from Agricultural Land Commission (ALC) staff confirming that this segment of Finn Road is not an improved road and that the proposal requires an ALR TUR application (Attachment 3).

As per the City's Building Regulation Bylaw No. 7230 and BC Building Code, the City cannot issue a Building Permit where a parcel does not have access to a constructed municipal road to municipal standards that meet the necessary specifications for emergency vehicle and life safety access. The purpose of the application is to improve the road to allow the property owner the flexibility to apply for Building Permits at 6808 Finn Road, including residential and agricultural buildings/structures. Constructing an improved road in the ALR on an existing right-of-way requires an ALR TUR Application to the ALC for approval. Since the existing right-of-way is City property, authorization from Council is required for the applicant to submit the application.

The City's OCP and Farming First Strategy discourage construction of new roads in the ALR due to the residential development impacts (e.g. creating residential development potential), and there are no plans to build an improved road in this area. The proposal to improve the road to municipal road standards in order to allow development is inconsistent with existing Council policies contained in the OCP and Farming First Strategy. Staff are recommending that the subject application be denied, due to the proposal being contrary to existing Council policies. Alternatively, Council also has the option to forward the application to the ALC for approval. For more information, please refer to the "Related Policies & Studies" section of this report.

Findings of Fact

A Development Application Data Sheet providing details about the development potential is attached (Attachment 4).

Surrounding Development

- To the North: Across the unimproved portion of Finn Road, a farm operation on a parcel zoned “Agriculture (AG1)” and located in the ALR, fronting Gilbert Road.
- To the East: A farm operation and single-family dwelling on a parcel zoned “Agriculture (AG1)” and located in the ALR, fronting Gilbert Road.
- To the South: A farm operation on a parcel zoned “Agriculture (AG1)” and located in the ALR, fronting Gilbert Road.
- To the West: A farm operation on a no access parcel zoned “Agriculture (AG1)” and located in the ALR.

Related Policies & StudiesOfficial Community Plan / Farming First Strategy

The Official Community Plan (OCP) land use designation for the subject site is “Agriculture (AGR)”, which comprises of those areas of the City where the principal use is agriculture and food production, but may include other uses as permitted under the *Agricultural Land Commission Act* (ALCA). The OCP also identifies the portion of Finn Road along the northern portion of the subject property as an “unimproved road” (Attachment 2).

The OCP and Farming First Strategy discourage the construction of new roads in the ALR, due to the associated residential development impacts created by providing road access. Currently, the subject property is classified as a “no access property” and is not permitted to receive Building Permits (no residential development potential). As per the OCP and Farming First Strategy, farm access is still permitted to agricultural operations on sites with no direct road access (e.g. no access parcels) through the City’s existing right-of-way, which is currently the case for the subject property. However, the purpose of the subject application is to allow a portion of Finn Road to be improved in order to receive Building Permits, including both residential and agricultural buildings and structures consistent with the “Agriculture (AG1)” zone. Although the applicant has indicated that the property owner would like to build a new barn, the property owner also wishes to have the option of building a house in the future. Should Council and the ALC decide to approve the application, this would result in residential development potential on the subject site that does not currently exist.

Council Policy 5013 (Attachment 5) also provides guidance on requirements for properties fronting undeveloped roads and requires City services across the total frontage of the property for any purpose requiring a Building Permit. While the Policy indicates services should extend across the entire frontage, staff are proposing to only extend the services to the existing driveway access to avoid creating residential development potential on adjacent properties.

Food Security and Agricultural Advisory Committee

The application was reviewed by the Food Security and Agricultural Advisory Committee (FSAAC) at its meeting held on June 10, 2021 and the FSAAC supported the applicant's proposal. An excerpt from the June 10, 2021 FSAAC meeting minutes is provided in Attachment 6.

Analysis

Historical Land Uses

The applicant has submitted a statement of intent (Attachment 7), which indicates the property has been farmed since 1948 and used as the family's homestead until 1954. The existing barn on the property succumbed to a wind storm in December 2018. Photos of both the original homestead and the barn were provided by the applicant (Attachment 7).

While the City has no records of Building Permits being issued for the house or the barn, staff have found that historical building permit records during that time are incomplete. There is evidence that a barn was on the property based on a review of recent airphotos.

Proposed Land Uses

The property owner has indicated that there is no intention of selling the land and intends to continue farming the property (mixed vegetable crop), despite putting the property for sale earlier this year (the property is no longer on the market). Although the property owner has indicated that they intend to maintain ownership, the property owner still has the ability to sell the property if they wish. Staff requested that the applicant register a legal agreement to limit or prohibit construction of a residential building or sale of the property, but the property owner declined. While the applicant has indicated there is no intention to build a house at this time, the property owner wishes to have the option to do so at a later date.

The property has farm status as per BC Assessment. In addition to this property, the property owner farms approximately 400 acres in Richmond producing a variety of crops (strawberries, mixed vegetables, hay, potatoes, and forage crops) (Attachment 8). The property owner is considering replacing the barn and building a new agricultural building for the purposes of farm product and vehicle storage, in association with the property owner's farm operation.

Subject Application

The applicant is requesting permission from the City to submit an Agricultural Land Reserve (ALR) Transportation, Utility, and Recreational Trail Use (TUR) Application to the Agricultural Land Commission (ALC), on behalf of the property owner, to allow the construction of an improved road in the identified portion of the Finn Road right-of-way. Since the existing right-of-way is City property, authorization from Council is required for the applicant to submit the application. Should Council wish to authorize the applicant to submit the application, the applicant would be required to provide notice (ALC's Advisory for Landowners in the ALR Brochure) to all registered owners of land in the ALR that are affected, prior to the application submission.

The construction of an improved road would allow the property owner to receive Building Permits consistent with the “Agriculture (AG1)” zone, including residential and agricultural buildings and structures. Construction of a single-family dwelling would be limited to a maximum floor area of 400 m² (4,305 ft²) and a maximum farm home plate area of 1,000 m² (10,763 ft²), as per the AG1 zone. The proposed improved road would not increase development potential on any other properties.

Site Servicing and Frontage Improvements

Should Council and the ALC approve the application, the Property Owner would be required to enter into a Servicing Agreement with the City to construct the required segment of road and services to City standards at the Property Owner’s sole expense, prior to receiving any Building Permits. These works include, but are not limited to, construction of Finn Road from Gilbert Road to City standard (6.0 m wide road surface) and a watermain from Gilbert Road to the subject property for water service. The required servicing works and frontage improvements are described in Attachment 9.

Financial Impact

The application results in an insignificant Operational Budget Impact (OBI) for off-site City infrastructure (such as roadworks, waterworks, storm sewers, sanitary sewers, street lights, street trees and traffic signals).

Conclusion

Brian Dagneault, on behalf of the property owner of 6808 Finn Road (Bill Zylmans), has requested permission from the City of Richmond to submit an Agricultural Land Reserve (ALR) Transportation, Utility, and Recreational Trail Use (TUR) Application to the Agricultural Land Commission (ALC), to improve a portion of Finn Road to municipal road standards.

Due to the proposal’s inconsistencies with Council policies contained in the OCP and Farming First Strategy, staff recommend that authorization to forward the subject application to the ALC be denied.



Steven De Sousa
Planner 1

SDS:cas

- Attachment 1: Location Map & Aerial Photo
- Attachment 2: OCP Existing Status of Road Improvements in the ALR Map
- Attachment 3: Correspondence from ALC Staff
- Attachment 4: Development Application Data Sheet
- Attachment 5: Council Policy 5013
- Attachment 6: Excerpt from the June 10, 2021 FSAAC Meeting Minutes
- Attachment 7: Letter & Photos from the Applicant

June 21, 2021

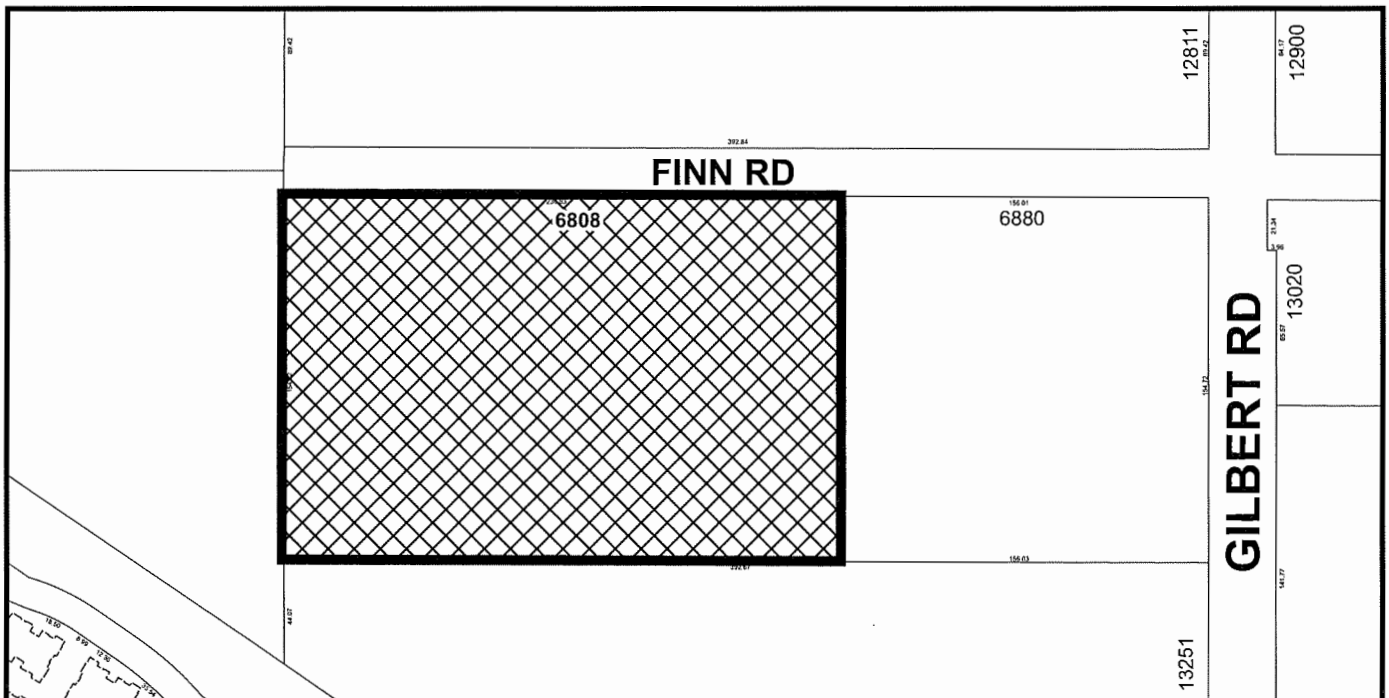
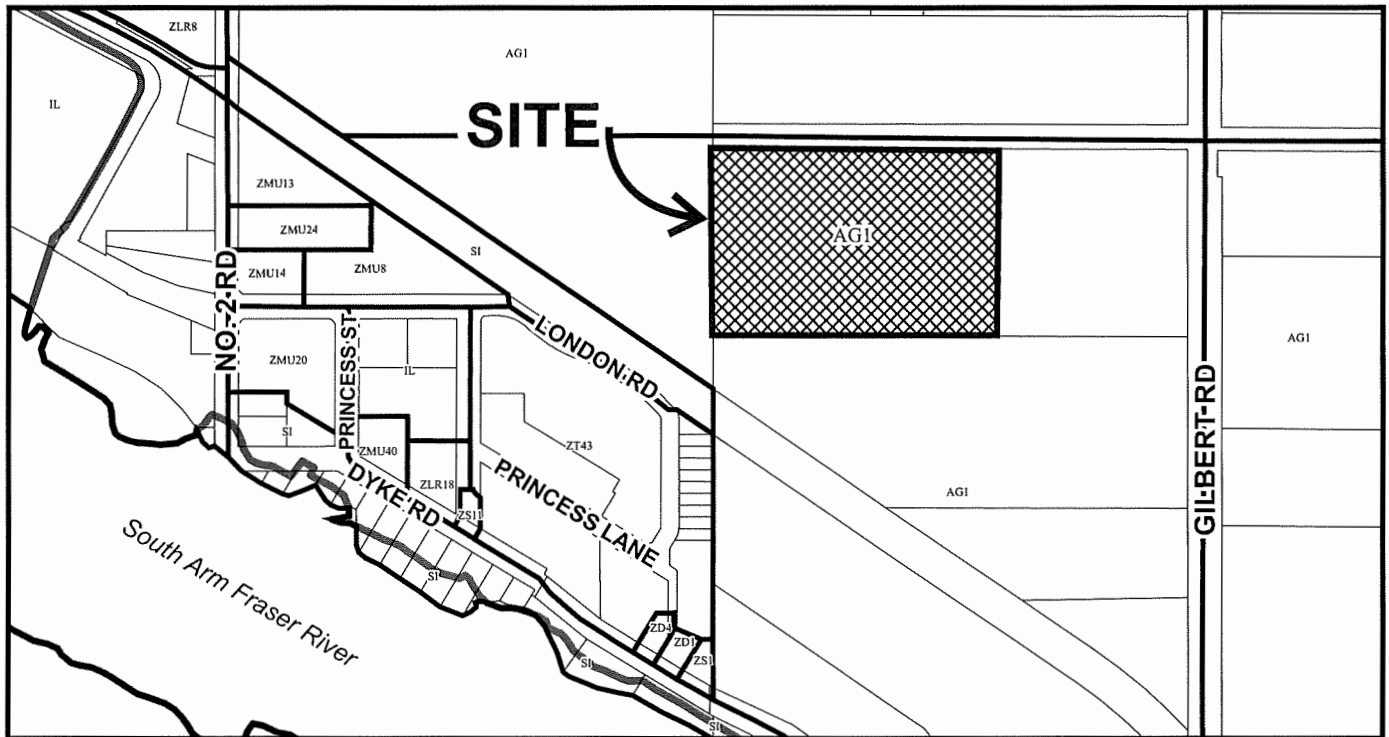
- 6 -

AG 21-933868

Attachment 8: Properties Farmed by W&A Farms Ltd.
Attachment 9: Considerations



City of
Richmond



AG 21-933868

CNCL - 244

Original Date: 06/03/21

Revision Date:

Note: Dimensions are in METRES



City of
Richmond



AG 21-933868

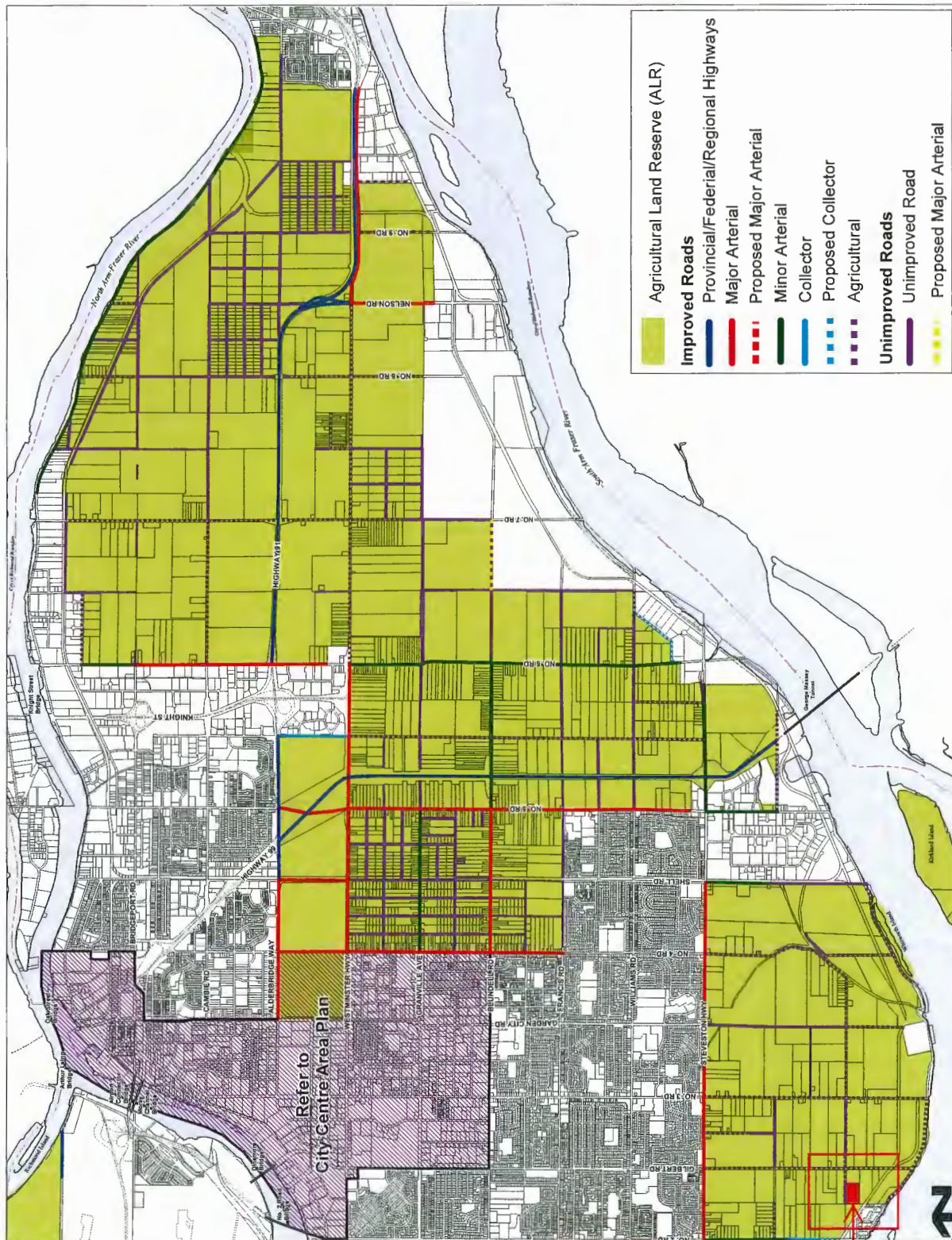
CNCL - 245

Original Date: 06/03/21

Revision Date:

Note: Dimensions are in METRES

Existing Status of Road Improvements in the ALR Map



CNCL – 246

City of Richmond Official Community Plan
Plan Adoption: November 19, 2012

From: [Lambie, Shannon ALC:EX](#)
To: [De Sousa, Steven](#)
Subject: RE: Opening roads in the ALR
Date: November 18, 2020 12:17:28 PM
Attachments: [image001.png](#)

Hi Steven,

I have searched the property identified as PID: 010-890-661 and I cannot see any record of the City applying for the road. When I look on our mapping system, Finn Road does not extend the entire length.

Let me know if I can help or provide any further information.

Best regards,
Shannon



From: [Lambie, Shannon ALC:EX](#)
To: [De Sousa, Steven](#)
Subject: Roads
Date: November 18, 2020 1:57:50 PM

Hi Steven,

As per our conversation, the regulations permit some road construction, detailed below, but I don't think the proponent meets the criteria. If not they would have to make a TUR application (also detailed below). Let me know if I can provide any further information, and I will let you know if I learn anything else.

ALC Use Regulations

Roads

18 The use of agricultural land for any of the following purposes is permitted and may not be prohibited as described in section 14:

- (a) constructing and upgrading roads within a dedicated right of way that has a constructed road bed for vehicular access and use;
- (b) upgrading an existing road that has vehicular access and use and that is declared to be a highway under section 42 of the Transportation Act;
- (c) widening an existing constructed road within a right of way
 - (i) to ease one curve, or
 - (ii) if the right of way width is 24 m or less, for safety or maintenance purposes or for drainage or flood control works;
- (d) declaring as a forest service road an existing road under the Forest Act or a new road in a managed forest;
- (e) increasing the width of a forest service road within a right of way by up to 4 m if the right of way width is
 - (i) 30 m or less, if the forest service road is located on Crown land, or
 - (ii) 20 m or less, in any other case;
- (f) constructing and upgrading a road, and conducting related works, for the purpose of realigning Highway 29 between Hudson's Hope and Charlie Lake, to the extent necessary to
 - (i) construct the dam and hydroelectric generating station on the Peace River known as the Site C Clean Energy Project, and
 - (ii) address potential adverse effects on the highway arising from the operation of the dam and generating station referred to in subparagraph (i).

ALC Act

Transportation and utility use applications

22 (1) For the purposes of section 34 (1) (d) [*local government or first nation government review not required*] of the Act, an application for any of the following uses must, unless the use is permitted under the Agricultural Land Reserve Use Regulation, be filed directly with the commission:

- (a) construction for the purpose of widening an existing road right of way;
 - (b) construction of a road within an existing right of way;
 - (c) construction of any of the following:
 - (i) a new road, railway or recreational trail;
 - (ii) a new forest service road under the [*Forest Act*](#);
 - (iii) a utility corridor use;
 - (iv) a sewer or water line other than for ancillary utility connections;
 - (d) a new use of an existing right of way for a recreational trail.
- (2) If the applicant is not the owner of the agricultural land that is the subject of the application, the applicant must give notice of the application to the owner within the period stated by the commission.



AG 21-933868

Attachment 4

Address: 6808 Finn Road

Applicant: Brian Dagneault, on behalf of Bill Zylmans

Planning Area(s): Gilmore

	Existing	Proposed
Owner:	Bill Zylmans	No change
Site Size:	36,550 m ² (9.03 acres / 3.66 ha)	No change
Land Uses:	Agriculture	No change
OCP Designation:	Agriculture (AGR)	No change
Zoning:	Agriculture (AG1)	No change

	Bylaw Requirement	Proposed	Variance
Floor Area:	Max. 400 m ² (4,305 ft ²)	To be determined	None permitted
Farm Home Plate – Area:	Max. 1,000 m ² (10,763 ft ²)	To be determined	None
Farm Home Plate – Setback:	Max. 75 m	To be determined	None
Farm House Footprint:	Max. 60%	To be determined	None
Single Detached Housing Building – Setback:	Max. 50 m	To be determined	None
Setbacks:	Front: Min. 6.0 m Rear: 10.0 m Side: 1.2 m Other Side: 6.0 m	To be determined	None
Height:	Max. 2 storeys (9.0 m)	To be determined	None



Page 1 of 1	Property Fronting Undeveloped Roads – Construction Requirements	Policy 5013
	Adopted by Council: September 8, 1980 Re-affirmed: July 27, 1998	

POLICY 5013:

It is Council policy that:

Prior to property being utilized for any purpose requiring a building permit, the following requirements must be met:

1. The property must be legally registered as a single parcel of land in the Land Title Office.
2. The property must have frontage on a public road right-of-way containing City services across the total frontage of the property to the required standards for the zone and sized for future extensions. The services must be extended or improved to meet this criterion.
3. Where extensions of existing roads will open or will effectively service other properties, such extensions must receive Council approval.
4. A lot which is the site of an existing dwelling unit may be used as a site for a replacement dwelling, although the lot does not meet the requirements of this policy.
5. If the required services do not exist, they must be provided at the cost of the applicant.
6. This policy applies to all City zones.

**Excerpt from the Meeting Minutes of the
Food Security and Agricultural Advisory Committee (FSAAC)**

**Thursday, June 10, 2020 – 7:00 p.m.
Webex**

ALR Transportation, Utility & Recreational Trail Use Application – 6808 Finn Road

Steven De Sousa, Planner 1, Policy Planning, introduced the Agricultural Land Reserve (ALR) Transportation Utility & Recreational Trail Use (TUR) Application at 6808 Finn Road and provided the following comments:

- The subject property is classified as a “no access parcel” as it does not front a constructed municipal road;
- There are many no access parcels in the ALR in Richmond, which are permitted to have farm access and be farmed, but as per the City’s Building Regulation Bylaw, are not permitted to receive Building Permits as they do not meet the requirements for emergency vehicle and life safety access;
- The City’s Official Community Plan and Farming First Strategy discourage the construction of new roads in the ALR due to the residential development impacts as a result of the road construction;
- The proposal to upgrade a portion of Finn Road to be able to receive Building Permits on the subject property is inconsistent with the policies contained in the OCP and Farming First Strategy;
- The proposal does have the potential of setting a precedent for other no access properties in the ALR to submit similar requests; and
- Should Council and the ALC decide to approve the application, the property owner would be required to enter into an agreement with City to construct the required servicing and road works at the property owner’s cost, prior to issuing any Building Permits.

Brian Dagneault, Applicant, and Bill Zylmans, Property Owner, provided the following comments:

- The property has been farmed since 1948 and used as the family’s homestead until 1954. The existing barn on the property succumbed to a wind storm in 2018 and was removed in 2019. Photos have been provided of both the homestead and the barn;
- There is no intention of selling the land and the intention is to continue farming the property;
- Finn Road has always been used as the primary access to the property and continues to be the sole access to the farm operation;
- The property owner is considering building a new barn on the property for the purposes of farm product and vehicle storage; and

- The proposal has a unique context compared to other no access properties in the ALR, as it has been the primary access for both residential and agricultural purposes for many years.

In response to questions from the Committee, the property owner provided details on the decommissioning of the home, the decision to continue farming and not sell the property, and the role of this property in the overall farming operation.

Discussion ensued regarding the greater issue of no access parcels in the ALR and the potential residential development impacts of new road construction in these areas. The Committee noted the uniqueness and historical context of the subject proposal, but also acknowledged that the greater issue will need to be addressed in the future.

The Committee passed the following motion:

That the Food Security and Agricultural Advisory Committee support the Agricultural Land Reserve Transportation Utility & Recreational Trail Use Application at 6808 Finn Road (AG 21-933868).

Carried Unanimously

DAGNEAULT PLANNING CONSULTANTS LTD.

By Email

April 29, 2021

File No. 318

City of Richmond
6911 No. 3 Road
Richmond British Columbia V6Y 2C1
Canada

RE: 6808 FINN ROAD, RICHMOND, B.C.

ATT: Steven De Sousa

Dear Steven,

You are in receipt of correspondence from Ms. Kim Grout, CEO of the Agricultural Land Commission advising that they have no requirement for Finn Road to be upgraded to allow for the approval of a Building Permit on the subject property. Finn Road has provided the only access to this farm property since 1948 and continues this function to this day.

The subject property has been continuously owned and farmed by the Zylmans family since 1948. The original house on the farm was the family homestead and was home to the Zylmans until 1954. After that time it was used to house farm workers until it was decommissioned in the early 1970s. The property was also occupied by a barn and other typical farm buildings. The barn was used to stable horses and cows, and eventually converted to storage for both hay and potatoes. The barn succumbed to a wind storm in December 2018 and the debris was removed in March of 2019. Photos of both the barn and home are attached.

Mr. Zylmans has no intention of selling this land and intends to continue farming this property and producing an mixed vegetable crop that is rotated annually as part of the overall farm plan that has been the practice for the last 73 years. In addition to this property Mr. Zylmans farms an additional 15 parcels including approximately 400 acres in Richmond producing a variety of crops including strawberries, mixed vegetables, hay, potatoes and forage crops. With the loss of the barn on this property Mr. Zylmans is considering constructing a new barn that can be used for crop storage or parking farm vehicles which are often subject to vandalism when left parked in the field unprotected. As a Building Permit will be required for this new barn, Mr. Zylmans will need City approval and we understand that the City will require that a Transportation, Utility, and Recreational Trail Use application to the ALC is required which, if approved, would allow Finn Road to be upgraded to the appropriate municipal standard.

By way of this letter we wish to formally request that the City of Richmond submit on behalf of Mr. Zylmans to the ALC a Transportation, Utility and Recreational Trail Use application. We understand that Mr. Zylmans will be responsible for the \$1,500 application fee.

We are aware that the City of Richmond has a policy that discourages the extension of non-improved roads in the ALR and understand the rational for this policy. The policy, as we understand it, is intended to prevent the opening of roads that have never been used for any kind of traffic, farm or otherwise and could result in the access to properties that have never had historical access to them and could result in undesirable development on otherwise previously inaccessible lands.

This rational, however, does not apply to this scenario. Finn Road has provided the sole access continuously and without interruption to the Zylmans farm for the last 73 years and served as access to not only the farmlands but to their home and farm buildings. During that time period this section of road has been improved by the city with asphalt paving, drainage, water and hydro to and beyond the access point to the site. This road has continually withstood the heavy farm equipment and truck traffic and remains in good serviceable condition. It is anything but "non-improved". Considering this portion of Finn Road as a non-access road would technically eliminate the ability of Mr. Zylmans to continue to farm this land.

We trust this provides you with the information that has been previously requested but should you require additional information please do not hesitate to contact the writer at any time. We also presume you will provide us with any direction required to formalize the application.

Yours truly,

DAGNEAULT PLANNING CONSULTANTS LTD.



Brian L. Dagneault MCIP, RPP

Cc: Mr. W. Zylmans

Att: Historical Building Photos
2021 B.C. Assessment Notice with Farm Designation
Correspondence from the ALC

D A G N E A U L T P L A N N I N G C O N S U L T A N T S L T D.

CNCL – 255

Photos provided by the Applicant



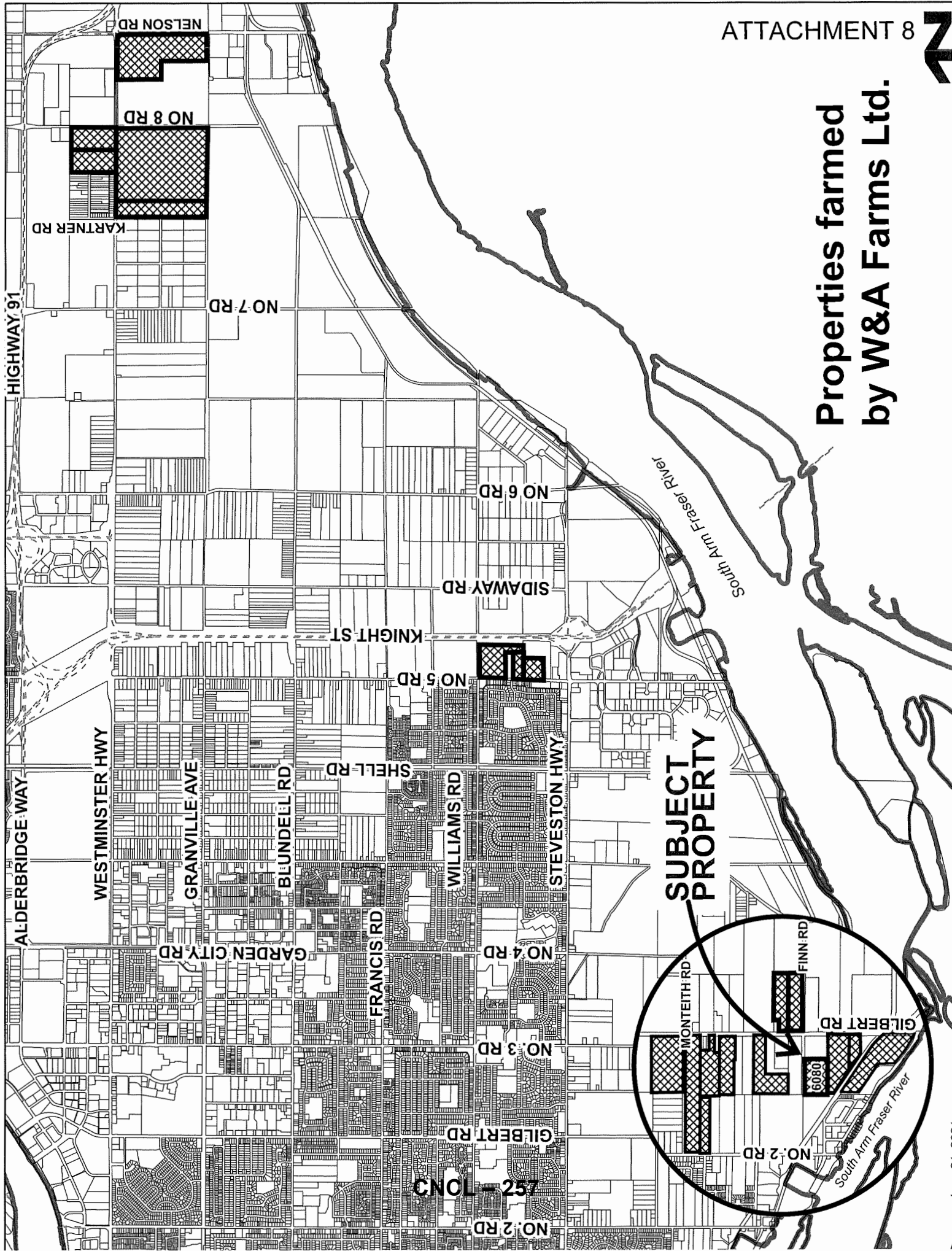
Photo of the homestead



Photo of the barn



Properties farmed by W&A Farms Ltd.





Address: 6808 Finn Road

File No.: AG 21-933868

Prior to Building Permit Issuance, the property owner is required to complete the following requirements:

1. Council and Agricultural Land Commission (ALC) approval of the Agricultural Land Reserve (ALR) Transportation, Utility, and Recreational Trail Use (TUR) Application.
2. Enter into a Servicing Agreement* for the design and construction of required site servicing and frontage improvements associated with the proposed extension of Finn Road west of Gilbert Road to the driveway access of 6808 Finn Road to the satisfaction of the Director of Engineering. A Letter of Credit or cash security for the value of the Service Agreement works, as determined by the City, will be required as part of entering into the Servicing Agreement. Works are required at the property owner's cost and include, but may not be limited to, the following:

Frontage Improvements:

- 6.0 m wide road surface: road to be widened from the Gilbert Road intersection to the existing driveway access at 6880 Finn Road. Applicant to verify existing road construction and, if it is not in accordance with City Engineering Specifications, existing road to be reconstructed. Remaining portion from the existing driveway access at 6880 Finn Road to the existing driveway access of 6808 Road to be constructed. Survey and geotechnical assessment required to confirm whether impacts to the existing ditch can be avoided, and if not, the applicant must produce a design to address the existing ditch.
- The pavement structure shall satisfy the City's local road standard, per the OCP Road Classification Map.
- The applicant will be required to submit a road design for the City's review.
- Driveway to access 6808 Finn Road would require a Water Course Crossing Permit* and design to build a culvert over the ditch.

Water Works:

- Construction of a watermain from Gilbert Road to the property, to provide water service to the property.
- Potential requirement for a new fire hydrant as determined by the City's Fire Department.

Storm Sewer Works:

- Storm sewer upgrade or alternate drainage infrastructure may be required if impacts to the existing watercourses cannot be avoided as result of road construction.
- The existing watercourses shall be maintained wherever possible.

Sanitary Sewer Works:

- Sanitary sewer upgrade shall not be provided to the subject property as it is located outside the regional sewerage boundary.
- Septic system to be provided on-site.

Note:

- * This requires a separate application.
- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act.

All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.

The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial *Wildlife Act* and Federal *Migratory Birds Convention Act*, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

[Signed copy on file]

Signed _____

Date _____



**Richmond Heritage Commission Bylaw No. 7906
Amendment Bylaw No. 10280**

The Council of the City of Richmond, in open meeting assembled, enacts as follows:

1. Richmond Heritage Commission Bylaw No. 7906, as amended, is further amended by:

a) Deleting section 3.1 and replacing it with the following:

“3.1 The duties of the **Commission** are as follows:

- (a) to review and submit recommendations to **Council** on land use, planning, and design matters which have heritage implications;
- (b) to examine legislation of other levels of government to identify improvements to support heritage conservation planning and design in the city;
- (c) to review and submit recommendations to **Council** on development applications or other initiatives that may have an impact on the character of heritage resources in the city early on in the process, including, but not limited to:
 - i. Amendments to the Official Community Plan;
 - ii. Rezoning and Zoning Text Amendment Applications;
 - iii. Development Permit Applications; and
 - iv. Heritage Alteration Permit Applications;as referred by Council or City staff;
- (d) to review and submit recommendations to **Council** on the design of development applications or other initiatives in the **Steveston Village Character Area** early on in the process, including, but not limited to:
 - i. Amendments to the Steveston Area Plan,
 - ii. Rezoning and Zoning Text Amendment Applications;
 - iii. Development Permit Applications; and
 - iv. Heritage Alteration Permit Applications;as referred by Council or City staff;

For greater clarity, Heritage Alteration Permit applications involving minor alterations in the **Steveston Village Character Area** that are

delegated to the Director of Development under **Heritage Procedures Bylaw** do not need to be reviewed by the **Commission**.

In the review of development applications or other initiatives in the **Steveston Village Character Area** referred to the **Commission** by **Council** or City staff, the **Commission** may, but is not limited to, comment on the following:

- the contribution of the proposal to the conservation of heritage character in the **Steveston Village Character Area**;
 - the effectiveness of the proposal to respond to the Development Permit Guidelines for the **Steveston Village Character Area** and the relevant Sakamoto Guidelines (e.g., “*Design Criteria* for the Steveston Revitalization Area”, 1987), as included in the Steveston Area Plan; and
 - the identification of issues relating to the protection or reproduction of heritage elements that are significant to the application, including the use of appropriate colour and materials aimed at enhancing the heritage character of the site.
- (e) to assist **City** staff to maintain heritage inventories or registers;
 - (f) to recommend strategies and policies to **Council**, and undertake programs for the support of heritage conservation;
 - (g) to liaise with the community;
 - (h) to recruit volunteers for specific **Commission** projects;
 - (i) to support heritage education and public awareness through programs such as Heritage Week displays, newsletters and a Heritage Recognition Program;
 - (j) to prepare a work program, budget allocation, and an annual report;
 - (k) to prepare annual financial statements and budgets, if applicable;
 - (l) to manage the operations and budget of the **Commission** as required;
 - (m) to review and submit recommendations on the capital and operational budgets of the **City** with regard to heritage; and
 - (n) to raise funds and pursue partnerships for the support of conservation and promotion of heritage.”
- b) Effective January 1, 2022, deleting subsections 4.1.1, 4.1.2, 4.1.4, and replacing them with the following as new subsections 4.1.1, 4.1.2, 4.1.4:
- “4.1.1 The **Commission** is to consist of six members of the public, appointed by **Council**, who:
- (a) must not be **City** employees; and

- (b) must have an interest or expertise in local heritage conservation, architecture, planning, building construction, business or economic development, tourism and history.
- 4.1.2 In addition to the six members appointed in accordance with subsection 4.1.1, **Council** must appoint annually to the **Commission** one non-voting liaison **Council member**.
- 4.1.4 **Council** must appoint sufficient members to ensure that membership in the **Commission** is at all times equal to or greater than four.”
- c) Adding the following new subsection 4.1.8 immediately after subsection 4.1.7:
- “4.1.8 Three of the members appointed by **Council** must have demonstrated professional experience in heritage conservation planning or in designing buildings in a heritage area (to the satisfaction of the **Director, Development** and/or **Director, Policy Planning**), who must be in good standing with the British Columbia Association of Heritage Professionals/Canadian Association of Heritage Professionals or in good standing with the Architectural Institute of British Columbia.”
- d) Deleting section 5.2 (b) and replacing it with the following as new section 5.2 (b):
- “(b) Present to **Council** for its approval, a work plan and budget allocation for the year.”
- e) Deleting section 5.3 and replacing it with the following as new section 5.3:
- “5.3 A quorum of the **Commission** is four members.”
- f) Deleting section 5.12 and replacing it with the following as new section 5.12:
- “5.12 A staff liaison may be appointed by the **General Manager, Planning and Development** to attend all meetings and provide advice, guidance and information to the **Commission**.”
- g) Adding the following new definitions to Section 7.1 in alphabetical order:
- | | |
|----------------------------------|--|
| “ DIRECTOR, DEVELOPMENT | means the Director, Development in the Planning and Development Department of the City , or his or her designate. |
| DIRECTOR, POLICY PLANNING | means the Director, Policy Planning in the Planning and Development Department of the City , or his or her designate. |

**GENERAL MANAGER, PLANNING
AND DEVELOPMENT**

means the General Manager,
Planning and Development of the
City, or his or her designate.

HERITAGE PROCEDURES BYLAW

means the Heritage Procedures Bylaw
No. 8400, as it may be amended or
replaced from time to time.

**STEVESTON VILLAGE CHARACTER
AREA**

means the area shown on the
Steveston Village Character Area
Map in the Steveston Area Plan being
Schedule 2.4 of the Official
Community Plan Bylaw 7100.”

2. This Bylaw may be cited as **“Richmond Heritage Commission Bylaw No. 7906,
Amendment Bylaw No. 10280”**.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

JUN 28 2021

JUN 28 2021

JUN 28 2021

CITY OF RICHMOND
APPROVED for content by originating dept.
CL
APPROVED for legality by Solicitor
LB

 MAYOR

 CORPORATE OFFICER



**Richmond Zoning Bylaw 8500
Amendment Bylaw 10058 (RZ 17-790301)
8671, 8691, 8711 and 8731 Spires Road**

The Council of the City of Richmond, in open meeting assembled, enacts as follows:

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **"PARKING STRUCTURE TOWNHOUSES (RTP4)"**.

P.I.D. 010-472-436

Lot 4 Section 9 and 10 Block 4 North Range 6 West New Westminster District Plan 21489

P.I.D. 004-306-040

Lot 5 Section 9 and 10 Block 4 North Range 6 West New Westminster District Plan 21489

P.I.D. 007-464-622

Lot 6 Section 9 and 10 Block 4 North Range 6 West New Westminster District Plan 21489

P.I.D. 003-684-253

Lot 7 Section 9 and 10 Block 4 North Range 6 West New Westminster District Plan 21489

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 10058"**.

FIRST READING

JUL 22 2019

A PUBLIC HEARING WAS HELD ON

SEP 03 2019

SECOND READING

SEP 03 2019

THIRD READING

SEP 03 2019

OTHER CONDITIONS SATISFIED

~~AUG 21 2020~~

JUN 30 2021

ADOPTED

MAYOR

CORPORATE OFFICER





City of Richmond

Report to Council

To: Richmond City Council

Date: June 29, 2021

From: John Irving
Chair, Development Permit Panel

File: DP 19-875398

Re: Development Permit Panel Meeting Held on October 28, 2020

Staff Recommendation

That the recommendation of the Panel to authorize the issuance of a Development Permit (DP 19-875398) for the property at 8671, 8691, 8711 and 8731 Spires Road be endorsed, and the Permit so issued.

John Irving
Chair, Development Permit Panel
(604-276-4140)

WC/SB:blg

Panel Report

The Development Permit Panel considered the following item at its meeting held on October 28, 2020.

DP 19-875398 – SPIRES ROAD DEVELOPMENT HOLDINGS LTD. – 8671, 8691, 8711 AND 8731 SPIRES ROAD
(October 28, 2020)

The Panel considered a Development Permit (DP) application to permit the construction of 22 townhouse units and two secondary suites on a site zoned “Parking Structure Townhouses (RTP4)”, including a surplus portion of the Spires Road and Cook Crescent road allowance.

Architect, Kai Hotson, of Hotson Architecture Inc., and Landscape Architect, Alyssa Semczyszyn, of Prospect and Reference Landscape Architects, provided a brief presentation, including:

- Three townhouse building blocks enclose a parking structure at grade.
- Each residential unit is assigned its own parking stall.
- There is an outdoor courtyard on the podium overtop the parkade which connects the three building blocks.
- A mix of three to four-bedroom units are proposed, with majority of units having three bedrooms.
- Each unit has its own private outdoor space at grade and/or on the podium.
- The podium level can be accessed either through an elevator or stairs.
- Common outdoor amenity spaces are provided at grade and on the podium.
- Public pedestrian walkways are proposed along the north and west property lines to provide pedestrian access through the site and neighbourhood in general.
- Seating nodes are provided along the public pedestrian walkways.
- The architecture for the townhouse development is compatible with the predominantly single-family neighbourhood.
- Proposed exterior building materials include, among others, brick and plank siding.
- Loosely alternating the use of light and dark coloured materials visually breaks down the building blocks and breaks up the repetitiveness of units.
- Two trees at the northeast corner will be retained and protected and six trees on neighbouring properties will also be protected.
- The project’s landscape design is intended to create enjoyable private outdoor spaces for individual units and engaging pedestrian walkways to encourage people to walk through the neighbourhood.
- On the podium level, low fences and raised planters provide separation and privacy between units and encourage social interaction among residents. More substantial screening separates the common outdoor amenity area from adjacent private patios on the podium level.
- The common outdoor amenity area on the northeast corner of the site includes translucent fencing to screen the amenity area and also create a sense of openness and two trees will be retained and integrated into the children’s play area.

Staff noted that: (i) the project will provide two Basic Universal Housing (BUH) units and two secondary suites; (ii) the project has been designed to achieve Step Code Level 3 of the BC Energy Step Code; (iii) there is a significant Servicing Agreement associated with the project which includes site servicing and frontage works along Spires Road and Cook Crescent; and (iv) staff appreciate the efforts of the project's design team for the retention and protection of two trees along the Cook Crescent frontage.

In reply to Panel queries, Kai Hotson and Alyssa Semczyszyn advised that: (i) the ground floor of the three-storey townhouse units facing Spires Road includes a small room with a closet, a washroom, a mechanical space under the stairwell, and a door that provides access to the parkade; (ii) the at grade unit entries and living spaces of the three-storey units and the single level BUH unit facing Spires Road provide animation to the street; (iii) potential overlook to adjacent single-family homes would be mitigated by the retained trees along the north and west sides of the site, the public walkways along the north and west property lines, and the significant distance of the north property line of the subject site from the rear yards of single-family homes to the north; (iv) the proposed mechanical systems will not impact the form and character of the project as the Heat Recovery Ventilation (HRV) units are located inside each residential unit and the heat pump is located in the parkade; (v) materials for the building envelope include, among others, triple glazed windows and insulated roofs and walls; (vi) the project provides 1.2 parking stalls for each unit and five visitor parking stalls; (vii) the tree species to be planted in podium level courtyard raised planters would be suitable for the size of planters being proposed; (viii) irrigation will be provided for the trees, and (ix) different patterns of pavers are proposed for the private patios and shared pathway on the podium level.

In reply to Panel queries, staff confirmed that: (i) a Statutory Right-of-Way (SRW) for public pedestrian access along the north and west property lines of the subject site has been secured; (ii) the public walkways along the north and west property lines would be expanded when adjacent properties redevelop in the future as SRWs for public pedestrian access would also be secured on these properties; (iii) the interim fence along the north and west property lines of the subject site would be removed when adjacent properties redevelop; (iv) the project meets the Zoning Bylaw's requirement of 1.2 parking stalls for each unit for residential developments in this area of the City Centre Area; (v) the project assigns a minimum of one parking stall for each unit; (vi) there are additional unassigned parking stalls that would be assigned as part of the unit sales contract; and (vii) a combination of three tree species are proposed to be planted on the podium level courtyard, which include Hybrid Magnolia, Manchurian Snakebark Maple, and Fullmoon Maple.

Correspondence was submitted to the meeting regarding the application.

Jose Gonzalez, of Cook Crescent, expressed concerns regarding parking, circulation and traffic during construction. In response, staff noted that: (i) these concerns are largely related to ongoing City utility works in the area which are expected to be completed in January, 2021; (ii) a construction traffic management plan will be required for the project prior to Building Permit issuance to deal with trades parking and deliveries to the site; (iii) the developer will be required to enter into a Servicing Agreement with the City for new road works and any damages will have to be repaired by the developer; (iv) with respect to the concern on parking and traffic generated by the project in the neighbourhood, a Transportation Impact Study for the project was reviewed and supported by the City's Transportation Division; (v) the existing road network is sufficient to accommodate the traffic that would be generated in the area; (vi) there will be road improvements along the site frontage; (vii) a traffic and parking management plan will be required during construction; (viii) the Community Bylaws Department has been asked to conduct more parking enforcement patrols in the area; (ix) there are significant liability issues related to providing a public access to private outdoor amenity area; (x) low retaining walls are proposed along the edges of the proposed development; and (xi) the project complies with the City's Traffic Bylaw sight line requirements for the southeast corner of the subject site.

In reply to Panel queries, staff advised that: (i) the future public park will be implemented over the long term as redevelopment occurs; and (ii) in the interim, the active open spaces on William Cook Elementary School to the south, the Garden City Community Park, and the Garden City Lands would provide for the outdoor amenity space needs of residents in the area.

In reply to Panel queries, Kai Hotson acknowledged that: (i) low retaining walls are proposed as the site grade along the north and west property lines will be raised by approximately one foot to match the existing grade of adjacent streets; (ii) there is planting on top of the retaining walls which are generally used to create a patio for each unit; (iii) an elaborate design is proposed for retaining walls along the site edges where existing trees are being retained; (iv) the retaining walls are set back from the development's property lines to protect the retained trees and are hidden behind the temporary fence along the west and north property lines; (v) a very low timber retaining wall is proposed for the outer edge of the public walkway along the north edge of the site; (vi) a low concrete retaining wall is proposed along the site edges to create private patios; and (vii) the applicant is also considering a block system for the concrete retaining wall along the site edges.

As a result of the discussion on the design of the retaining walls, staff were directed to work with the applicant to improve the retaining wall treatment along the site edges.

The Panel expressed support for the project, particularly the architectural treatment for the townhouse building blocks, the provision of public walkways, the use of low-carbon technology to achieve Energy Step Code requirements, and the siting of the parkade in the middle of the townhouse building blocks. In addition, the Panel noted that the project is a good addition to the neighbourhood.

June 29, 2021

- 5 -

Subsequent to the meeting, the applicant provided additional details clarifying the locations of the retaining walls and confirming the retaining walls will be constructed with high quality durable concrete block system for aesthetics and maintenance purposes.

The Panel recommends the Permit be issued.