City of Richmond

Agenda

City Council

Council Chambers, City Hall
6911 No. 3 Road

Monday, July 28, 2025
7:00 p.m.

Pg. # ITEM

MINUTES

1. ***Motion to:***

CNCL-16 ***(1) adopt the minutes of the Regular Council meeting held on July 14, 2025; and***

CNCL-30 ***(2) adopt the minutes of the Regular Council meeting for Public Hearings held on July 21, 2025.***

AGENDA ADDITIONS & DELETIONS

PRESENTATION

2025 Participaction Community Challenge Award

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. 23.

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
- Minoru Park Vision Plan Update: Renewed Scope of Work, Process and Next Steps
- Moray Bridge Replacement Planning Study Update
- Referral Response: Establishment of the Low-End Market Rental Parking, Tenant Asset and Income Exceedance Policy
- Housing Priorities Grant Program Allocation

- Award of Contract 588F — Provision Of Automated Building Code And Zoning Review Software
- ICBC-City Of Richmond Road Improvement Program Update
- Westminster Highway Traffic Calming - 2025 Update
- South Dike Upgrades Preliminary Design – 6080 Dyke Road to Gilbert Road
- Dog Waste Collection Pilot Summary and Proposed Expansion
- Award of Contract 8438P – Provision of Hydrovac Services
- Award of Contract 8428 NOITC - Supply and Delivery of Water Meters and Water Meter Heads
- Railway Greenway Solar Lighting Options
- Draft Richmond Arts Strategy 2025-2030

5. ***Motion to adopt Items No. 6 through No. 19 by general consent.***

Consent Agenda Item

6. **COMMITTEE MINUTES**

That the minutes of:

CNCL-39 ***(1) the Community Safety Committee meeting held on July 15, 2025;***

CNCL-57 ***(2) the General Purposes Committee meeting held on July 21, 2025;***

CNCL-66 ***(3) the Planning Committee meeting held on July 22, 2025;***

(4) the Public Works and Transportation Committee meeting held on July 23, 2025 *(distributed separately)****; and***

(5) the Parks, Recreation and Cultural Services Committee meeting held on July 23, 2025 *(distributed separately)****;***

be received for information.

Consent Agenda Item

7. **MINORU PARK VISION PLAN UPDATE: RENEWED SCOPE OF WORK, PROCESS AND NEXT STEPS**
(File Ref. No. 06-2345-20-MINO1) (REDMS No. 7839503)

CNCL-70

See Page **CNCL-70** for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

That a renewed Minoru Park Vision Plan process and scope of work, as outlined in the staff report "Minoru Park Vision Plan Update: Renewed Scope of Work, Process and Next Steps", dated June 30, 2025, from the Director, Parks Services, be approved.

Consent Agenda Item

8. **MORAY BRIDGE REPLACEMENT PLANNING STUDY UPDATE**
(File Ref. No. 10-6500-04) (REDMS No. 8091039)

CNCL-92

See Page **CNCL-92** for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

That the comments as described in the staff report titled "Moray Bridge Replacement Planning Study Update", dated July 10, 2025, from the Director, Transportation, be endorsed and forwarded to the Ministry of Transportation and Transit.

Consent Agenda Item

9. **REFERRAL RESPONSE: ESTABLISHMENT OF THE LOW-END MARKET RENTAL PARKING, TENANT ASSET AND INCOME EXCEEDANCE POLICY**
(File Ref. No. 08-4057-05) (REDMS No. 8058328)

CNCL-104

See Page **CNCL-104** for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

(1) That the Low-End Market Rental Parking, Tenant Asset and Income Exceedance Council Policy, as outlined in the report titled "Referral Response: Establishment of the Low-End Market Rental Parking, Tenant Asset and Income Exceedance Policy", dated June 25, 2025, from the Director, Housing, be approved; and

(2) That the terms used to enable the owner of Low-End Market Rental units to charge tenants for parking and to set an asset test limit for tenants be used in housing agreements for any conditionally approved rezoning applications, being those for which a zoning amendment bylaw has been given third reading and an associated housing agreement has yet to be executed as of July 28, 2025, notwithstanding the terms of any executed rezoning considerations letter.

Consent Agenda Item

10. **HOUSING PRIORITIES GRANT PROGRAM ALLOCATION**
(File Ref. No. 08-4057-05) (REDMS No. 8063991)

CNCL-119 See Page **CNCL-119** for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

(1) That the proposed grant allocations for the Housing Priorities Grant Program, as outlined in the report titled "Housing Priorities Grant Program Allocation", dated June 25, 2025, from the Director, Housing, be approved, and that the following amounts be awarded:

(a) Sun Valley Rental Ltd.– $1,764,000

(b) 1166225 B.C. Ltd. – $1,003,000

(c) Aashyn No. 3 Road Development Ltd.– $108,000

(d) Richmond Kiwanis Senior Citizens Housing Society – $2,320,000

(e) BC Indigenous Housing Society – $4,160,000

(2) That the Chief Administrative Officer and Deputy Chief Administrative Officer be authorized to negotiate and execute two Non-Profit Organization Stream 1A Grant Funding contribution agreements as set out in the grant allocation for the Housing Priorities Grant Program, and to negotiate and execute any amendments thereto and ancillary agreements;

(3) That Development Cost Charges Waiver for Affordable Housing (6071 Azure Road) Bylaw No. 10695 be introduced and given first, second, and third readings;

(4) That Development Cost Charges Waiver for Affordable Housing (8880 Cook Road) Bylaw No. 10696 be introduced and given first, second, and third readings; and

(5) That Development Cost Charges Waiver for Affordable Housing (9000 No 3 Road) Bylaw No. 10697 be introduced and given first, second, and third readings.

Consent Agenda Item

11. **AWARD OF CONTRACT 588F — PROVISION OF AUTOMATED BUILDING CODE AND ZONING REVIEW SOFTWARE**
(File Ref. No. 08-4000-01) (REDMS No. 8078696)

CNCL-133

See Page **CNCL-133** for full report

PLANNING COMMITTEE RECOMMENDATION

(1) That Contract 588F - Provision of Automated Building Code and Zoning Review Software be awarded to SMARTreview, Inc. for a one-year term, for an estimated maximum total value of $630,000, excluding taxes, as described in the report titled "Award of Contract588F - Provision of Automated Building Code and Zoning Review Software", dated July3, 2025 from the Director, Building Approvals; and

(2) That the Chief Administrative Officer and General Manager, Planning and Development, be authorized to execute the contract and all related documentation with SMARTreview, Inc.

Consent Agenda Item

12. **ICBC-CITY OF RICHMOND ROAD IMPROVEMENT PROGRAM UPDATE**
(File Ref. No. 10-6460-01) (REDMS No. 8052558)

CNCL-137

See Page **CNCL-137** for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE RECOMMENDATION

(1) That the proposed road safety improvement projects, as described in Attachment 1 of the staff report titled "ICBC-City of Richmond Road Improvement Program Update," dated June 24, 2025, from the Director, Transportation, be endorsed for submission to the ICBC 2025 Road Improvement Program for consideration of cost-share funding; and

(2) That should the above applications be successful, the Chief Administrative Officer and General Manager, Engineering and Public Works, be authorized to execute the cost-share agreements on behalf of the City, and that the Consolidated 5 Year Financial Plan (2025-2029) be amended accordingly.

Consent Agenda Item

13. **WESTMINSTER HIGHWAY TRAFFIC CALMING - 2025 UPDATE**
(File Ref. No. 10-6500-01) (REDMS No. 8089486)

CNCL-145

See Page **CNCL-145** for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE RECOMMENDATION

That staff implement traffic calming measures as outlined in Option 2 of the staff report titled "Westminster Highway Traffic Calming – 2025 Update", dated July 7, 2025, from the Director, Transportation.

Consent Agenda Item

14. **SOUTH DIKE UPGRADES PRELIMINARY DESIGN – 6080 DYKE ROAD TO GILBERT ROAD**
(File Ref. No. 10-6000-01) (REDMS No. 8057547)

CNCL-152

See Page **CNCL-152** for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE RECOMMENDATION

That the preliminary design presented in the staff report titled "South Dike Upgrades Preliminary Design – 6080 Dyke Road to Gilbert Road", dated June 18, 2025, from the Director, Engineering be approved for detailed design, to be brought forward for construction funding.

Consent Agenda Item

15. **DOG WASTE COLLECTION PILOT SUMMARY AND PROPOSED EXPANSION**
(File Ref. No. 10-6370-01) (REDMS No. 8048799)

CNCL-183

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

PUBLIC WORKS AND TRANSPORTATION COMMITTEE RECOMMENDATION

That an ongoing additional level estimated at $71,000 be considered in the 2026 Utility budget process to expand the Dog Waste Collection Program as described in Option 2 in the staff report titled "Dog Waste Collection Pilot Summary and Proposed Expansion" dated June 24, 2025 from the Director, Public Works Operations.

Consent Agenda Item

16. **AWARD OF CONTRACT 8438P – PROVISION OF HYDROVAC SERVICES**
(File Ref. No. 10-6000-01) (REDMS No. 8064777)

CNCL-191

See Page **CNCL-191** for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE RECOMMENDATION

(1) That Contract 8438P – Provision of Hydrovac Services be awarded to McRae's Environmental Service Ltd., for a three-year term for an estimated contract value of $9,286,266 exclusive of taxes, as described in the report titled "Award of Contract 8438P – Provision of Hydrovac Services", dated June 23, 2025 from the Director, Public Works Operations;

(2) That the Chief Administrative Officer and the General Manager, Engineering and Public Works be authorized to execute the contract and related documentation with McRae's Environmental Service Ltd.; and

(3) That the Chief Administrative Officer and the General Manager, Engineering and Public Works be authorized to extend the initial three-year term, up to the maximum total term of five years, for the maximum total amount of contract of $15,711,201, excluding taxes.

Consent Agenda Item

17. **AWARD OF CONTRACT 8428 NOITC - SUPPLY AND DELIVERY OF WATER METERS AND WATER METER HEADS**
(File Ref. No. 10-6650-02) (REDMS No. 8068324)

CNCL-196

See Page **CNCL-196** for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE RECOMMENDATION

(1) That Contract 8428 NOITC – Supply and Delivery of Water Meters and Water Meter Heads be awarded to FlowSystems Distribution Inc. ("Flow Systems"), for a one-year term for an estimated value of $400,000, exclusive of taxes, as described in the report titled "Award of Contract 8428 NOITC – Supply and Delivery of Water Meters and Water Meter Heads" dated June 19, 2025 from the Director, Public Works Operations;

(2) That the Chief Administrative Officer and the General Manager, Engineering and Public Works be authorized to execute the contract and all related documentation with FlowSystems Distribution Inc.; and

(3) That the Chief Administrative officer and General Manager, Engineering and Public Works be authorized to extend the initial one-year term, up to a maximum total term of five years, for the maximum total amount of $2,000,000, excluding taxes.

Consent Agenda Item

18. **RAILWAY GREENWAY SOLAR LIGHTING OPTIONS**
(File Ref. No. 06-2400-20-RAIL1) (REDMS No. 8067412)

CNCL-199

See Page **CNCL-199** for full report

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE RECOMMENDATION

That Option 2, "Two Phase Implementation", as outlined in the staff report titled "Railway Greenway Solar Lighting Options", dated June 30, 2025, from the Director, Parks Services, be approved.

Consent Agenda Item

19. **DRAFT RICHMOND ARTS STRATEGY 2025-2030**
(File Ref. No. 11-7000-11-01) (REDMS No. 8061570)

CNCL-209

See Page **CNCL-209** for full report

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE RECOMMENDATION

(1) That the Draft Richmond Arts Strategy 2025-2030, included as Attachment 1 of the staff report titled "Draft Richmond Arts Strategy 2025-2030", dated June 30, 2025, from the Director, Arts, Culture and Heritage Services, be endorsed for the purpose of seeking interest holders' and public feedback on the strategy; and

(2) That the Final Richmond Arts Strategy 2025-2030, including the results of the interest holders' and public feedback, be brought back to Council for consideration following the interest holders' and public consultation.

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CONSIDERATION OF MATTERS REMOVED FROM THE CONSENT AGENDA

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NON-CONSENT AGENDA ITEMS

GENERAL PURPOSES COMMITTEE
Mayor Malcolm D. Brodie, Chair

20. **AMENDMENTS TO CONSOLIDATED FEES BYLAW NO. 8636 – SCHEDULE PARKING (OFF-STREET) REGULATION BYLAW NO. 7403**
(File Ref. No. 12-8375-00) (REDMS No. 8085646)

CNCL-265 See Page **CNCL-265** for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

Opposed: Cllrs. Day, Gillanders, Heed and Wolfe

That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10694, be introduced and given first, second and third reading.

21. **ESTABLISHING A HOUSING AUTHORITY – REFERRAL RESPONSE #2**
(File Ref. No. 08-4057-05) (REDMS No. 8074070)

CNCL-272 See Page **CNCL-272** for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

Opposed: Cllr. Loo

That options and opportunities to establish a housing authority or other housing structure be brought forward for Council consideration on a case-by-case basis considering the details presented in the report titled "Establishing a Housing Authority - Referral Response #2", from the Director, Housing, dated June 25, 2025.

Pg. # ITEM

22. **WORKS YARD REPLACEMENT PROJECT – PROGRAM, FORM, PHASING AND BUDGET**
(File Ref. No. 06-2000-01) (REDMS No. 8015242)

CNCL-283

See Page **CNCL-283** for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

Opposed: Cllr. Loo

(1) That the program totalling approximately 400,000 sq. ft. and building form be approved, as outlined in the report titled "Works Yard Replacement Project – Program, Form, Phasing and Budget", dated July 7, 2025, from the Director, Facilities and Project Development;

(2) That in order to reduce the overall project schedule, and manage cost escalation risks, the workshop program and other elements be added to the scope of work for Phase 1 and a capital submission for the Works Yard Replacement - Enabling Works and Phase 1 capital projects' scope change and budget increase of $74.0 million (2025 dollars), be endorsed for Council's consideration as part of the 2026 budget process; and

(3) That staff begin the planning process for the balance of the unallocated land, as outlined in the report titled "Works Yard Replacement Project – Program, Form, Phasing and Budget", dated July 7, 2025, from the Director, Facilities and Project Development.

PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAWS FOR ADOPTION

CNCL-324 Development Applications Fee Bylaw No. 8951, Amendment **Bylaw No. 10674**
Opposed at 1st/2nd/3rd Readings – None.

CNCL-326 Consolidated Fees Bylaw No. 8636, Amendment **Bylaw No. 10675**
Opposed at 1st/2nd/3rd Readings – None.

CNCL-329 Subdivision and Development Bylaw No. 8751, Amendment **Bylaw No. 10685**
Opposed at 1st/2nd/3rd Readings – None.

CNCL-330 Development Application Fees Bylaw No. 8951, Amendment **Bylaw No. 10687**
Opposed at 1st/2nd/3rd Readings – None.

CNCL-332 Consolidated Fees Bylaw No. 8636, Amendment **Bylaw No. 10688**
Opposed at 1st/2nd/3rd Readings – None.

DEVELOPMENT PERMIT PANEL

23. RECOMMENDATION

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

CNCL-333 ***(1) That the minutes of the Development Permit Panel meeting held on July 16, 2025 and the Chair's reports for the Development Permit Panel meetings held on September 27, 2023, January 17, 2024, and July 16, 2025 be received for information; and***

CNCL-391
CNCL-393 ***(2) That the recommendations of the Panel to authorize the issuance of:***

(a) a Development Permit (DP 23-018670) for the property located at 10408 Dennis Crescent;

(b) a Development Permit (DP 21-943418) for the property at 13888 Wireless Way;

(c) a Development Variance Permit (DV-25-015419) for the property located at 17720 River Road

be endorsed, and the Permits so issued.

CNCL-396 ***(3) That the recommendation of the Panel to authorize the cancellation of a Development Permit (DP 23-023854) for the property at 6071 Azure Road be endorsed and the Permit be released from title.***

PUBLIC DELEGATIONS ON NON-AGENDA ITEMS

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

(1) Linda Hicks and Veronica Armstrong, The Richmond Singers to express appreciation to Council for funding grants from the City.

CNCL-399 (2) Jaime Gusto, General Manager, Steveston Harbour Authority and Robert Kiesman, Board Chairman, to provide an update on Steveston Harbour Authority operations.

Pg. # ITEM

CNCL-407 (3) Angela Marie MacDougall, Executive Director, Battered Women's Support Service to speak on the urgent need for coordinated municipal action on gender-based violence and to share work underway through the province-wide initiative DesignedWithSurvivors.

25. ***Motion to rise and report.***

ADJOURNMENT

City of Richmond

Minutes

Regular Council

Monday, July 14, 2025

Place: Council Chambers
Richmond City Hall

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

Corporate Officer – Claudia Jesson

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

RES NO. ITEM

MINUTES

R25/13-1 1. It was moved and seconded
That:

(1) the minutes of the Regular Council meeting held on June 23, 2025, be adopted as circulated;

(2) the Metro Vancouver 'Board in Brief' dated June 27, 2025, be received for information.

CARRIED

Regular Council
Monday, July 14, 2025

AGENDA ADDITIONS & DELETIONS

R25/13-2 It was moved and seconded

That a correction be made to Item No. 14 "Development Applications and Building Approvals Fees Update", where there is an on-table memorandum that notes the Amendment Bylaw 10675 to Consolidated Fees Bylaw No. 8636 has been revised accordingly to preserve the current stipulated schedule of construction costs for calculation of fees for one dwelling unit construction.

CARRIED

PRESENTATION

Denise Hui, Chair, Richmond Public Library (RPL) Board and Susan Walters, Chief Librarian, presented the Richmond Public Library Board 2024 Annual Report and supporting video, highlighting the following:

- Over 122,000 Richmond residents (over 58% of Richmond's population) have a library card, including 1,400 children who signed up in 2024 alone;
- RPL collections continue to expand and grow to reflect the changing and evolving needs of the community;
- In 2024, RPL recorded over 2 million physical and almost 1 million digital checkouts;
- RPL was the recipient of the annual British Columbia Library Association (BCLA) "Building Better Communities" award for its pivotal role in partnering with the City of Richmond to develop and implement the Community Services Pop Ups and the Community Services Connectors program. The Community Services Pop Ups also earned the City an Honourable Mention award for Excellence in Service Delivery from UBCM; and
- 162 teen, adult and senior volunteers in 2024 generously gave their time and expertise to support the enrichment and expansion of RPL programs and services.

Discussion ensued regarding (i) sharing the Annual Report online and with other libraries, (ii) the split between physical and digital circulation, (iii) the significance of the community connection and using the library as a place to come together in different ways, (iv) the transition to fine free, which means permanently removing fines to support lifelong learning by ensuring library resources remain accessible to everyone in our community throughout their lifetime, regardless of circumstance, and (v) RPL To Go van at community events.

COMMITTEE OF THE WHOLE

R25/13-3 2. It was moved and seconded
That Council resolve into Committee of the Whole to hear delegations on agenda items (7:14 p.m.).

CARRIED

3. Delegations from the floor on Agenda items.

Item No. 17 – Initiate a More Accountable and Contemporary Structure for the Richmond Olympic Oval

Traci Corr, on behalf of the Richmond Olympic Oval Corporation Board of Directors, highlighted (i) the Board's commitment to accountability, transparency, sound financial stewardship, and reducing the Oval's reliance on the City's financial support, (ii) the importance of the financial support the Oval receives each year from the Games Operating Trust (GOT) and the Oval's unique ability to deliver high performance sports, (iii) the recent streamlining of the Oval's senior management and administrative structure which reflects their ongoing commitment to operational and fiscal efficiency, (iv) limiting the maximum annual contribution to $2.5 million is not expected to negatively affect Oval service levels or overall performance, (v) in 2027, the Oval will be required to undertake a major multi-week shutdown to complete essential capital repairs which will affect revenues and require a significant draw from the Oval's capital reserves, and (vi) in 2024 the Oval

launched many community-focused initiatives and had a record-setting 1.5 million visits in 2024, approximately 80% of those from Richmond residents, and events hosted at the Oval in 2024 generated over $30 million to the local economy.

Ms. Corr advised that information regarding eligibility requirements of GOT funding will be provided to Council.

R25/13-4 4. It was moved and seconded
That Committee rise and report (7:22 p.m.).

CARRIED

CONSENT AGENDA

R25/13-5 5. It was moved and seconded
That Items No. 6 through No. 12 and No. 14 through No. 15 be adopted by general consent.

CARRIED

6. **COMMITTEE MINUTES**

That the minutes of:

(1) the Parks, Recreation and Cultural Services Committee meeting held on June 24, 2025;

(2) the General Purposes Committee meeting held on July 7, 2025; and

(3) the Planning Committee meeting held on July 8, 2025;

be received for information.

ADOPTED ON CONSENT

7. **GARDEN CITY PARK GATHERING SPACE CONCEPT PLAN AND CONTRIBUTION AGREEMENT**
(File Ref. No. 06-2345-20-MNOR1; XR: 01-0060-20-ROTA1) (REDMS No. 7970530, 8003481)

(1) That the Concept Plan for the Garden City Park gathering space, as detailed in the staff report titled "Garden City Park Gathering Space Concept Plan and Contribution Agreement", dated June 2, 2025, from the Director, Park Services, be approved; and

(2) That staff be authorized to take all necessary steps to complete all matters detailed herein, including authorizing the Chief Administrative Officer and General Manager Parks, Recreation and Culture to negotiate and execute all documentation related to a Contribution Agreement with the Rotary Club of Richmond Sunset.

ADOPTED ON CONSENT

8. **PARKS, RECREATION AND CULTURE ALLOCATION POLICY**
(File Ref. No. 11-7000-00; 01-0095-20-8300; 01-0095-20-8701; 01-0095-20-8711; 01-0095-20-8501; 01-0095-20-8501.01) (REDMS No. 8056183, 8076517, 8076520)

That the development of a Parks, Recreation and Culture Allocation Policy as outlined in the staff report titled "Parks, Recreation and Culture Allocation Policy", dated June 2, 2025, from the Director, Recreation and Sport Services, be approved.

ADOPTED ON CONSENT

9. **COMMUNITY WAYFINDING STRATEGY AND IMPLEMENTATION FRAMEWORK**
(File Ref. No. 08-4150-04-06) (REDMS No. 8068301)

(1) That the Community Wayfinding Strategy and Implementation Framework, as detailed in the staff report titled "Community Wayfinding Strategy and Implementation Framework", dated June 13, 2025, from the Director, Business Services, be approved; and

(2) That staff bring forward an initial implementation project for Council's consideration.

ADOPTED ON CONSENT

10. **APPLICATION TO PROPOSE A NEW LOUNGE AREA ENDORSEMENT TO LICENCE #311621 - DEEP BLUE DISTILLERIES LTD - 5800 CEDARBRIDGE WAY UNIT 130**
(File Ref. No. 12-8275-30-001) (REDMS No. 8027630, 8027617)

(1) That the application from Deep Blue Distilleries Ltd., seeking the following extended hours of liquor service, and a new Lounge Area Endorsement at the premises located at 5800 Cedarbridge Way Unit 130, be supported:

(a) A new lounge area endorsement with a total person capacity of 30 occupants;

(b) Proposed hours of liquor service from Monday to Saturday, 9:00 AM to Midnight and Sunday, 5:00 PM to Midnight; and

(2) That a letter be sent to the Liquor and Cannabis Regulation Branch, which includes the information as set out in Attachment 1 to this report, advising that Council recommends the approval of the new Lounge Area and extended hours of liquor service.

ADOPTED ON CONSENT

11. **2025 UBCM COMMUNITY EXCELLENCE AWARDS PROGRAM**
(File Ref. No. 01-0083-20-001; XR: 01-0060-20-UBCM1-01) (REDMS No. 8037049)

That the City of Richmond's submissions to the Union of BC Municipalities Community Excellence Awards program be endorsed, including:

(1) Excellence in Governance: Community Driven Neighbourhood Road Safety Program;

(2) Excellence in Service Delivery: Dike Operation and Maintenance Manual;

(3) Excellence in Asset Management: Dike Geographic Information System (GIS) Upgrade Project; and

(4) Excellence in Sustainability: Richmond Circular City Strategy.

ADOPTED ON CONSENT

12. **REFERRAL RESPONSE: HOUSING AS A HUMAN RIGHT**
(File Ref. No. 08-4057-05) (REDMS No. 8078492)

That the proposed resolution, titled "Housing as a Human Right" (Attachment 1), which calls for the Union of BC Municipalities (UBCM) to lobby the Province of BC to establish legislation and policy to support accessible and equitable housing and declare housing as a human right, and for UBCM to advocate to the Government of Canada to increase its direct investment in housing and to implement policies and regulations that will support and incentivize the delivery of housing for all Canadians, be endorsed and submitted to UBCM for consideration at the 2025 UBCM Convention with copies to the Local MLAs and MPs.

ADOPTED ON CONSENT

13. **EARLY COUNCIL REVIEW PROCESS – OFFICIAL COMMUNITY PLAN AMENDMENT AND REZONING APPLICATION AT 10471 NO. 3 ROAD**
(File Ref. No. 08-4105-20-RZ 25-012598) (REDMS No. 8064733, 8108176, 8108267, 8108273)

See Page 9 for action on this item.

14. **DEVELOPMENT APPLICATIONS AND BUILDING APPROVALS FEES UPDATE**
(File Ref. No. 12-8060-20-010674; 12-8060-20-010675) (REDMS No. 8030144, 8042118, 8042411, 8103946, 8075301)

(1) That Development Application Fees Bylaw No. 8951, Amendment Bylaw 10674, be given first, second and third readings; and

(2) That Consolidated Fees Bylaw No. 8636, Amendment Bylaw 10675, be given first, second and third readings.

ADOPTED ON CONSENT

15. **PILOT PROGRAM FOR ON-DEMAND/IRREVOCABLE SURETY BONDS**

(File Ref. No. 12-8060-20-010685; 12-8060-20-010687; 12-8060-20-010688) (REDMS No. 8068063, 8067774, 8067760, 8067029)

(1) That the pilot program outlined in the staff report titled "Pilot Program for On- Demand/Irrevocable Surety Bonds", dated June 12, 2025, from the Director, Development and the Director, Finance, be approved;

(2) That Subdivision and Development Bylaw No. 8751, Amendment Bylaw 10685, be introduced and given first, second and third readings;

(3) That Development Application Fees Bylaw No. 8951, Amendment Bylaw 10687, be introduced and given first, second and third readings;

(4) That Consolidation Fees Bylaw No. 8636, Amendment Bylaw 10688, be introduced and given first, second and third readings;

(5) That staff review and report back in one year on the implementation of the pilot program; and

(6) That On-Demand/Irrevocable Surety Bonds be approved for use, subject to the Pilot Program Criteria, in Servicing Agreements for any conditionally approved rezoning application, being those for which a zoning amendment bylaw has been given third reading, notwithstanding any executed rezoning considerations letter.

ADOPTED ON CONSENT

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CONSIDERATION OF MATTERS REMOVED FROM THE CONSENT AGENDA

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PLANNING COMMITTEE –
Councillor Bill McNulty, Chair

13. **EARLY COUNCIL REVIEW PROCESS – OFFICIAL COMMUNITY PLAN AMENDMENT AND REZONING APPLICATION AT 10471 NO. 3 ROAD**
(File Ref. No. 08-4105-20-RZ 25-012598) (REDMS No. 8064733, 8108176, 8108267, 8108273)

Staff clarified that the proposed motion is seeking Council's early input on the potential Official Community Plan (OCP) amendment arising from the rezoning application. The motion seeks direction on whether to consider the OCP amendment alongside the rezoning process. Staff will provide any comments and feedback received from Council to the applicant, with the intention of bringing forward a revised proposal that addresses the issues and concerns raised. Any comments provided by Council will be used to inform City staff's technical review of the subject application and Council's consideration of this report does not fetter its future consideration of the OCP amendment or the rezoning application, which would be the subject of a future staff report.

In response to queries from Council, staff advised that should Council provide direction to consider the OCP amendment arising from the rezoning application and Council's comments, staff will work with the applicant to make revisions to the proposal. Given the feedback received from area residents, staff would request that the applicant hold a public information meeting on the revised proposal before the rezoning bylaw and OCP amendment is presented to Council for full consideration.

Discussion ensued regarding (i) integrating projects into the surrounding community, (ii) the early Council review process, and (iii) the proposed height of the development and tree retention.

R25/13-6 It was moved and seconded

That the proposed Official Community Plan (OCP) amendment be considered concurrently with the rezoning application, and that staff work with the applicant to consider the comments provided by Council as part of the comprehensive and technical review of the rezoning application.

The question on Resolution No. R25/13-6 was not called as discussion ensued with respect to (i) the need for rental housing, (ii) the early Council review process as a means to streamline the application process, (iii) the preliminary site plan, proposed form of development, and building height, (iv) the number of townhouses that could be built under the Arterial Road Land Use Policy, and (v) the next steps.

The question on Resolution No. R25/13-6 was then called and it was **CARRIED** with Cllrs. Day, Heed, Hobbs, and McNulty opposed.

The City Clerk was directed to review the amendment motion of Item No. 6, "Initiate a More Accountable and Contemporary Structure for the Richmond Olympic Oval" of the minutes of the General Purposes Committee meeting held on July 7, 2025.

NON-CONSENT AGENDA ITEMS

GENERAL PURPOSES COMMITTEE –
Mayor Malcolm D. Brodie, Chair

16. **SUPPORTING FOOD SECURITY ORGANIZATIONS THROUGH CITY AGRICULTURE RELATED GRANT PROGRAMS**
(File Ref. No. 03-1085-01; 08-4040-08-01; XR: 11-7400-20-FFES1) (REDMS No. 8062339, 8073772, 8079946)

R25/13-7 It was moved and seconded

(1) That Option 3 as outlined in the staff report titled "Supporting Food Security Organizations through City Agriculture Grant Related Programs", dated June 16, 2025, from the Director, Parks Services, be approved; and

(2) That the matter be reviewed after the 2026 Budget.

The question on Resolution No. R25/13-7 was not called as discussion ensued regarding (i) the details of Option 3, which includes increased funding from gaming revenue, consistent with all other grant programs, (ii) the year-end financial statements for 2023 and 2024, which showed that recipients of the Supporting Food Security through Community Driven Events Grant reported an operating surplus, and (iii) expanding the Environmental Enhancement Grant eligibility requirements and revising application guidelines.

The question on Resolution No. R25/13-7 was then called and it was **CARRIED** with Cllrs. Au, Hobbs, and Loo opposed.

R25/13-8 It was moved and seconded

That the name of the Environmental Enhancement Grant be changed to the Environmental Enhancement and Food Security Grant to reflect the revisions to the Grant Program as per Option 3 as outlined in the staff report titled "Supporting Food Security Organizations through City Agriculture Grant Related Programs", dated June 16, 2025, from the Director, Parks Services, be approved.

CARRIED
Opposed: Cllr. Loo

17. **INITIATE A MORE ACCOUNTABLE AND CONTEMPORARY STRUCTURE FOR THE RICHMOND OLYMPIC OVAL**
(File Ref. No. 01-0060-20-ROVA1) (REDMS No. 8105464, 8108255, 8101031, 8108242)

Discussion ensued regarding the needs and operating plans of the Richmond Olympic Oval.

R25/13-9 It was moved and seconded

That the maximum annual contribution to the Richmond Olympic Oval Corporation for 2026 be limited to $2.5 million.

CARRIED

Regular Council
Monday, July 14, 2025

DEVELOPMENT PERMIT PANEL

R25/13-10 18. It was moved and seconded
That the minutes of the Development Permit Panel meeting held on June 25, 2025, be received for information.

CARRIED

PUBLIC DELEGATIONS ON NON-AGENDA ITEMS

R25/13-11 19. It was moved and seconded
That Council resolve into Committee of the Whole to hear delegations on non-agenda items (8:12 p.m.).

CARRIED

Cathy Yan, Richmond resident, spoke to the need to adapt infrastructure accordingly for future climate impacts and the actual costs associated with climate adaptation, referencing her submission (attached to and forming part of these minutes as Schedule 1).

R25/13-12 It was moved and seconded
That the submission from Cathy Yan be referred to staff.

CARRIED
Opposed: Cllr. Loo

Jerome Dickey, Richmond resident, spoke to the reopening of the No. 3 Road Bark Park following park upgrades to address past safety concerns and thanked Council and City staff for their support.

R25/13-13 20. It was moved and seconded
That Committee rise and report (8:23 p.m.).

CARRIED

Regular Council
Monday, July 14, 2025

ADJOURNMENT

R25/13-14 It was moved and seconded
That the meeting adjourn (8:24 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, July 14, 2025.

Mayor (Malcolm D. Brodie)

Corporate Officer (Claudia Jesson)

Draft Motion for Richmond City Council
Title: Preparing Richmond for Extreme Weather Events and Dyke Infrastructure Resilience

Moved by: [Councillor Name]
Seconded by: [Councillor Name]

WHEREAS Richmond is highly vulnerable to flooding and other climate-related extreme weather events due to its low elevation and extensive coastline;

AND WHEREAS the City's 5-Year Capital Plan currently allocates $27.5 million per year for flood protection, while experts and engaged community members believe the actual costs will be significantly higher to adequately prepare the city for future climate impacts;

AND WHEREAS community members, including former City of Richmond planners and local environmental organizations such as West Coast Environmental Law, have expressed interest in engaging with Council and staff to better understand the scope of climate threats, infrastructure costs, and funding strategies;

THEREFORE BE IT RESOLVED THAT:

1. Council direct staff to prepare a briefing report outlining:
    1. Current and projected climate-related threats to Richmond, particularly in relation to flooding;
    2. The estimated full cost of necessary upgrades to dyke, stormwater and other climate-vulnerable infrastructure required to protect Richmond residents and properties, by decade to 2100, based on best available science and engineering;
    3. Funding options and potential partnerships (including provincial and federal support) for financing infrastructure adaptation, identifying any potential shortfall in required funding;
2. Staff be directed to organize a meeting or workshop with relevant City departments, Council members, and interested community stakeholders to review the findings and explore collaborative next steps;
3. The City explore opportunities to formally engage with the growing regional and provincial movement advocating for proactive climate adaptation planning, including legal, financial, and technical options to address any identified shortfall in funding, including by liaising with organizations such as West Coast Environmental Law.

City of Richmond

Minutes

Regular Council meeting for Public Hearings
Monday, July 21, 2025

Place:	Anderson Room Richmond City Hall
Present:	Mayor Malcolm D. Brodie, Chair Councillor Chak Au Councillor Carol Day Councillor Laura Gillanders Councillor Kash Heed Councillor Andy Hobbs Councillor Alexa Loo Councillor Bill McNulty Councillor Michael Wolfe Claudia Jesson, Corporate Officer
Call to Order:	Mayor Brodie opened the proceedings at 5:48 p.m.

1. **RICHMOND OFFICIAL COMMUNITY PLAN BYLAW 9000, AMENDMENT BYLAW 10649 AND RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 10650 (RZ 24-011883)**
(Location: 9040 Francis Road; Applicant: Fougere Architecture Inc.)

Applicant's Comments:

The applicant was available to respond to queries.

Written Submissions:

(a) Richard Li, Richmond Resident (Schedule 1)

(b) Lei Lin, Richmond (Schedule 2)

(c) Jason & Barb Davidson, Richmond Residents (Schedule 3)

Regular Council meeting for Public Hearings
Monday, July 21, 2025

Submissions from the floor:

Jason Davidson, Richmond resident, spoke in opposition to the proposed development, noting concerns with (i) the size and scope of the project, (ii) obstruction of the view from his property, (iv) structural impacts on his home, (v) insufficient parking for both residential and commercial units, (vi) trees further obstructing the view, and (vii) loss of privacy. Mr. Davidson also expressed concern about the proposed building height, suggesting it may be too large for the neighbourhood, and inquired whether the size and scale of the development could be reconsidered.

Richard Li, Richmond Resident, expressed concern regarding (i) the insufficient number of parking spaces allocated for the proposed units, and (ii) the lack of on-site parking potentially increasing pressure on surrounding street parking.

Lin Chow, Richmond resident, expressed concerns regarding (i) the size of the proposed building, (ii) the insufficient parking provided for all units, and (iii) the lack of community amenities, such as adequate transit infrastructure, to support the increased density.

In response to queries from Council, staff provided the following information:

- the development includes 29 parking spaces for residents and 6 commercial spaces, which will also be available for visitors;
- a traffic study has been submitted by the applicant and reviewed and accepted by the City's Transportation Department;
- site preloading is anticipated and will be confirmed through the building permit application and a geotechnical investigation;
- the property is not currently for sale;
- two-zone transit passes are provided to existing tenants residing at the property;
- the proposal includes the planting of 19 new trees on site, with details to be refined during the Development Permit stage;
- parking stalls are located to the east of the property and are not expected to impact Francis Road;
- while proposals of this scale typically do not require School Board approval, the City has notified the School Board and is not aware of any concerns;

- a full landscaping plan will be submitted as part of the development process;
- amenities are located within a 10-minute walking distance from the proposed development;
- the required Servicing Agreement includes frontage improvements, such as the widening of the existing sidewalk; and
- the applicant has indicated that they are working with the existing daycare tenant and will be providing relocation assistance.

PH25/4-1 It was moved and seconded
That Official Community Plan Bylaw 9000, Amendment Bylaw 10649 be given second and third readings.

The question on the motion was not called, as in response to a query from Council, the applicant advised that discussions have taken place with the current daycare operator and that a portion of the commercial space has been offered to help address the childcare needs.

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

PH25/4-2 It was moved and seconded
That Richmond Zoning Bylaw 8500, Amendment Bylaw 10650 be given second and third readings.

CARRIED
Opposed: Cllr. Wolfe

2. **RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 10662 (RZ 23-026410)**
(Location: 8160 No. 5 Road; Applicant: Matthew Cheng Architect Inc.)

Applicant's Comments:

The applicant was available to respond to queries.

Written Submissions:

None.

Submissions from the floor:

None.

Regular Council meeting for Public Hearings
Monday, July 21, 2025

PH25/4-3 It was moved and seconded
That Richmond Zoning Bylaw 8500, Amendment Bylaw 10662 be given second and third readings.

CARRIED

3. **RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 10676 (RZ 24-014551)**
(Location: 8800 Odlin Crescent & 8711 Odlin Road; Applicant: Orion Construction)

Applicant's Comments:

The applicant was available to respond to queries.

Written Submissions:

None.

Submissions from the floor:

None.

PH25/4-4 It was moved and seconded
That Richmond Zoning Bylaw 8500, Amendment Bylaw 10676 be given second and third readings.

CARRIED
Opposed: Cllrs. Day
Gillanders
Wolfe

4. **RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 10680 (RZ 24-043066)**
(Location: 9100 & 9120 Bridgeport Road; Applicant: Cary Tsai)

Applicant's Comments:

The applicant was available to respond to queries.

Written Submissions:

None.

Submissions from the floor:

None.

City of Richmond

Minutes

Regular Council meeting for Public Hearings
Monday, July 21, 2025

PH25/4-5 It was moved and seconded
That Richmond Zoning Bylaw 8500, Amendment Bylaw 10676 be given second and third readings.

CARRIED

ADJOURNMENT

PH25/4-6 It was moved and seconded
That the meeting adjourn (6:27 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the Regular meeting for Public Hearings of the City of Richmond held on Monday, July 21, 2025.

Mayor (Malcolm D. Brodie)

Corporate Officer (Claudia Jesson)

Schedule 1 to the Minutes of the
Public Hearing meeting of Richmond
City Council held on
Monday, July 21, 2025.

ON TABLE ITEM
Date: July 21, 2025
Meeting: Public Hearing
Item: #1

From: CityClerk
Subject: FW: AGAINST RE-ZONING AT 9040 FRANCIS ROAD

CITY OF RICHMOND
DATE
JUL 21 2025
RECEIVED
CITY CLERK'S OFFICE

From: Richard Li <richardlishiqi@gmail.com>
Sent: Tuesday, July 8, 2025 8:08 PM
To: CityClerk <CityClerk@richmond.ca>
Subject: AGAINST RE-ZONING AT 9040 FRANCIS ROAD

You don't often get email from richardlishiqi@gmail.com. Learn why this is important

City of Richmond Security Warning: This email was sent from an external source outside the City. Please do not click or open attachments unless you recognize the source of this email and the content is safe..

City of Richmond,

I reside at 9080 Garden City Rd, Richmond, BC V7A 2S1.

I am writing to express my strong opposition to the proposed land re-zoning in our mature and already densely populated neighbourhood of 9040 Francis Road. This proposal raises serious concerns regarding infrastructure capacity, safety, and fairness to current residents.

Key Concerns:

1. **Limited Parking Space**
   Parking is already extremely limited in this area. Increased density without a comprehensive parking plan will lead to further congestion and unsafe conditions.
2. **Limited School Access**
   Schools in the area are at or near capacity. Adding more residents will stretch these resources even further and compromise education quality for all.
3. **Limited Hospital Access per Capita**
   Richmond's healthcare system is already under pressure. Densification without increased medical infrastructure will make access to care more difficult for residents.
4. **Heavy Traffic Conditions**
   The area experiences significant traffic congestion, especially during peak hours. Increased development would only worsen this problem, leading to longer commutes and greater environmental impact.
5. **Neighbourhood Safety**
   The quiet, residential character of this community is a key reason why many of us live here. Rapid densification raises concerns about pedestrian safety, particularly for seniors and children, and affects overall livability.

Ethical Concerns About Current Land Use Intentions:

PHOTOCOPIED
JUL 21 2025 PA
& DISTRIBUTED

It has also come to our attention that the owner of the subject property is not pursuing this re-zoning to help address housing needs in the community. Instead, the land has already been placed for sale, with a visible real estate sign posted directly in front of the property. This indicates that the intent is to **flip the land for profit**, not to contribute to long-term housing solutions. This behavior undermines the integrity of the re-zoning process and is not in the public interest. It is not ethical for landowners to exploit community-based rezoning efforts solely for speculative financial gain.

Alternative Development Recommendations:

Rather than rezoning within constrained residential neighbourhoods, I respectfully suggest the City consider areas better suited for development, such as:

- **Richmond Centre Farmland** – where modern infrastructure planning could support responsible development.
- **Garden City Lands: Community Farm and Bog Conservation Area** – which could offer opportunities for sustainable, well-planned growth while preserving environmental integrity.

These locations are more appropriate for future development and would avoid overburdening long-established communities.

I urge the City of Richmond to reject this rezoning application and prioritize balanced, ethical, and community-conscious development.

Thank you for your attention.

Sincerely,

Richard Li

Schedule 2 to the Minutes of the
Public Hearing meeting of Richmond
City Council held on
Monday, July 21, 2025.

ON TABLE ITEM
Date: July 21, 2025
Meeting: Public Hearing
Item: #1

From: Lei Lin <linlei99@hotmail.com>
Sent: Sunday, July 20, 2025 3:06 PM
To: CityClerk
Subject: Opposing the RZ-24-011883 development project

JUL 21 2025
RECEIVED
CITY CLERK'S OFFICE

You don't often get email from linlei99@hotmail.com. Learn why this is important

City of Richmond Security Warning: This email was sent from an external source outside the City. Please do not click or open attachments unless you recognize the source of this email and the content is safe..

Hi,

My name is Lei Lin and the owner of 9091 Glenallan Drive, Richmond.

I will not be able to attend the public hearing regarding the proposed building development on 9040 Francis Road (RAPS property) RZ-24-011883 at 5:30pm on July 21,2025.

I am with many of my neighbors to support in opposing the project proposal of RZ-24-011883. We concern about the size and scale of the proposed project, which we believe could significantly impact the character, livability, parking and infrastructure of our community. While we understand the need for additional affordable housing, we believe the proposed building does not fit with the character of the neighbourhood. Townhouses or 3 story building would be much more in character and still allow for sufficient units.

Could you please share my thoughts and concerns in the meeting?

Thank you so much.

Lei Lin

PHOTOCOPIED
JUL 21 2025
& DISTRIBUTED

Schedule 3 to the Minutes of the Public Hearing meeting of Richmond City Council held on Monday, July 21, 2025.

ON TABLE ITEM
Date: July 21, 2025
Meeting: Public Hearing
Item: #1

CLERK'S OFFICE

Subject: Opposition to Rezoning Application RZ 24-011883 to Residential/Limited Commercial
Dear City Council,

We are writing to you as concerned residents regarding the proposed rezoning of 9040 Francis Road to allow for a five-story development with commercial and residential units.

While we understand the need for urban growth and increased housing, we respectfully urge the council to consider limiting the project to no more than three stories and to include adequate parking solutions. A development of this scale—without enough on-site parking—poses serious concerns for our neighborhood. The unit has a total of only 35 parking spots for 60 units, visitor and commercial – staff and patrons.

As a household that has lived in this neighbourhood for almost 20 years, we have seen older homes being torn down resulting in our homes shaking and moving during this process. We are worried about the structure and foundations of our own homes once a development of this magnitude begins – cracks in the foundation, walls etc.

The rezoning from Neighbourhood Commercial to Residential/Limited Commercial is a huge change to a residential neighbourhood. A five-story structure would tower over neighboring homes, drastically change the character of the area and potentially cast prolonged shadows on adjacent properties. Many of the surrounding residences are one- to two-story homes, and introducing a significantly taller building would create privacy concerns and diminish the residential feel of the neighborhood. This also doesn't take into consideration the rooftop space that is intended to have an amenity space. Even the newer complex at No. 3 Road and Williams with the Tim Hortons & residential units is not this tall – only 4 storeys, considering the amount of commercial property around the area. That property is larger at 2801 sq m. with 30 units and the Francis property is 2049 sq m. with a proposed 64 units .

With not enough planned parking for tenants or commercial patrons, the surrounding streets—already operating near capacity—will bear the burden. Increased demand for street parking will create safety issues, congestion, and tension among neighbors who rely on those spaces for daily use. We see the tenants will be offered a two-zone monthly pass for the first two years, but what about after the two years? As these are rental units, the potential tenant turnover is a possibility – will each new tenant be offered these passes as well?

We understand the importance of densification, but ask that the rezoning only be approved with modifications: a cap of three stories and a requirement for adequate parking accommodations. This approach would support responsible development while protecting the integrity and livability of our community.

Thank you for considering this request. I hope the Council will prioritize sustainable, respectful growth that reflects the needs of existing residents as well as future ones.

Sincerely,

Jason & Barb Davidson
9071 Glenallan Drive
jbdavidson@shaw.ca

PHOTOCOPIED
JUL 21 2025 PA
DISTRIBUTED

City of Richmond

Minutes

Community Safety Committee

Date: Tuesday, July 15, 2025

Place: Anderson Room
Richmond City Hall

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

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

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

MINUTES

It was moved and seconded
That the minutes of the meeting of the Community Safety Committee held on June 10, 2025, be adopted as circulated.

CARRIED

DELEGATIONS

1. (1) With the aid of a PowerPoint presentation (attached to and forming part of these minutes as Schedule 1), Robert Groenhof, Clinical Operations Manager, Vancouver South and Richmond, British Columbia Emergency Health Services (BCEHS), provided an overview and data of the BCEHS involvement in Richmond.

Discussion ensued regarding (i) percentage of positions filled and staffing issues throughout the province, (ii) the decrease in mental health related calls and relevant resources, and (iii) overdose data and the Lifeguard App, a free phone app that brings emergency responders to people who may be having an overdose on drugs while alone.

(2) Samantha Deoliveira, Richmond resident, spoke to concerns regarding the temporary housing unit located at 6999 Alderbridge Way.

In response to queries from Committee, the delegation noted (i) lighting would likely not deter the behaviour of some of the individuals but could potentially help the patrons in the area to know if the area is clear, and (ii) surveillance cameras could provide video evidence if charges are brought before the courts.

Discussion ensued regarding (i) the potential benefits of increased lighting, surveillance cameras and mobile safety trailers, and (ii) action taken by Richmond RCMP and RainCity to prevent further incidents and hold residents/guests accountable for inappropriate behaviour.

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

It was moved and seconded
That staff investigate:

(1) options to increase RainCity's oversight, responsibility and accountability of residents and guests and where people congregate at the supportive housing site on 6999 Alderbridge Way;

(2) options to increase RCMP presence in the area surrounding 6999 Alderbridge Way during the day;

(3) options to increase safety at the nearby dog park, including lighting, surveillance cameras, tree maintenance and a second entrance; and

(4) opportunities for on-going community engagement.

CARRIED

LAW AND COMMUNITY SAFETY DIVISION

2. COMMUNITY BYLAWS MONTHLY ACTIVITY REPORT – MAY 2025

(File Ref. No. 12-8375-02) (REDMS No. 8080480)

Staff provided an update from the June 10, 2025 Community Safety Committee meeting, noting (i) the City was responsible for $9,500.00 for clean up of the Tree Island dock, paid for through a Council approved contingency reserve stemming from the *Wharves Regulation Bylaw 10182*,

and the remainder of the costs were borne by Transport Canada, responsible for moving the vessel, and (ii) with respect to animal controlled enforcement of off-leash dogs on the West Dyke Trail, there has been more patrols in the area resulting in significant ticket issuances, which will be reflected in the numbers to be reported for the June and July reports to Committee.

In response to queries from Committee, staff noted (i) the increase in parking enforcement revenue can be attributed to a combination of factors including an increase to a full staff compliment, deployment of more technology and proactively exploring other/new technologies such as license plate recognition and mobility software platforms, as well as a significant uptick in compliance related revenue generated from meters, (ii) steps are underway to deploy special operations to address parking violations by delivery trucks including mobile software solutions, working with Transportation staff to look at more designated areas and potential enforcement options, (iii) under City bylaws, property owners are responsible for maintaining the shrubs at a certain height and cannot place items or obstacles on them that may obscure traffic, and (iv) staff are aware of the resources available to individuals who do not have a home and are living in their vehicle, and staff work with outreach teams and closely with the Ministry of Social Development and Poverty Reduction (MSDPR) to help people into programs, ensuring they are still receiving services and that they are in medical contact.

It was moved and seconded
That the staff report titled "Community Bylaws Monthly Activity Report – May 2025", dated June 16, 2025, from the Director, Community Bylaws & Licencing, be received for information.

CARRIED

3. **RICHMOND FIRE-RESCUE MONTHLY ACTIVITY REPORT – MAY 2025**
(File Ref. No. 09-5140-01) (REDMS No. 8070519)

It was moved and seconded
That the staff report titled "Richmond Fire-Rescue Monthly Activity Report – heed – May 2025", dated June 20, 2025, from the Fire Chief, be received for information.

The question on the motion was not called as a brief discussion ensued with respect to the purchase of new apparatus.

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

4. **FIRE CHIEF BRIEFING**
(Verbal Report)

Items for discussion:

None.

5. **RCMP MONTHLY ACTIVITY REPORT – MAY 2025**
(File Ref. No. 09-5350-01) (REDMS No. 8056104)

In response to queries from Committee, Superintendent Julie Drotar noted (i) there are some mobile surveillance trailers available within the RCMP Provincial Headquarters, but not the specific large mobile ones that have been used in the Vancouver area; they would have to be purchased and cost approximately $100,000, (ii) the current cameras are limited, they are in vehicles or mobile vehicles in trailers that can be relied on but are in limited supply, (iii) mobile surveillance trailers could be utilized to capture video to aid in pursuing charges, or for a major community event or larger event like Canada Day, or utilized in assisting by having more eyes on the population, and could also be a good deterrent, and (iv) RCMP actively engage local businesses on the mitigation of commercial break and enters.

It was moved and seconded
That the report titled "RCMP Monthly Activity Report – May 2025", dated June 18, 2025, from the Officer in Charge, be received for information.

CARRIED

6. **RCMP/OIC BRIEFING**
(Verbal Report)

Items for discussion:

None.

The following **referral motion** was introduced:

It was moved and seconded
That the General Manager, Law and Community Safety, explore the purchase or rental of a mobile surveillance trailer system for utilization by the RCMP.

CARRIED

7. **MANAGER'S REPORT**

None.

ADJOURNMENT

It was moved and seconded
That the meeting adjourn (5:11 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Community Safety Committee of the Council of the City of Richmond held on Tuesday, July 15, 2025.

Councillor Alexa Loo
Chair

Lorraine Anderson
Legislative Services Associate

BC EMERGENCY HEALTH SERVICES
OVERVIEW + RICHMOND DATA

Presented July 2025

BCEHS | BC Emergency Health Services
Provincial Health Services Authority

0

Robert Groenhof
BCEHS Clinical Operations Manager
Vancouver South and Richmond

BCEHS | BC Emergency Health Services
Provincial Health Services Authority

1

BC Emergency Health Services (BCEHS) is one of the largest paramedic services in North America. It includes the **BC Ambulance Service**, and **provides emergency call-taking, dispatch, and paramedic health-care services** to all people in British Columbia as part of the Provincial Health Services Authority (PHSA) under the *Emergency Health Services Act*.

BCEHS is also responsible for planning and coordinating **interfacility patient transfers** that require paramedic care.



2

A COMPLEX SYSTEM

Providing province-wide emergency health services requires BCEHS to work proactively with many partners from across the health-care system and within the communities we serve. BCEHS is proud of the range of our collaborative work, including with:

3

Almost

6,400 **employees** work across BCEHS including paramedics, emergency medical call takers and dispatchers, administrators and leaders.





BCEHS partners with:

APBC (CUPE 873)	Ambulance Paramedics and Emergency Dispatchers of B.C. (Canadian Union of Public Employees Local 873)
BCGEU	BC General Employees' Union
BCNU	BC Nurses' Union

BCEHS | BC Emergency Health Services

4

2024 SNAPSHOT: FRONTLINE EMPLOYEES

Out-of-hospital emergency care & scheduled at-home care

3,200+	Primary Care Paramedics
990+	Emergency Medical Responders
300+	Advanced Care Paramedics
90+	Critical Care Paramedics
50+	Community Paramedics
16	Link and Referral Unit Paramedics
21	Infant Transport Team Paramedics

Emergency 911 call-taking, dispatching, and coordinating inter-facility patient transfers

410+	Emergency Med. Call Takers & Dispatchers
48	Interfacility Emergency Med. Call Takers (EMCT)
28	Emergency Online Support Physicians
24	Paramedic Specialists
15	Secondary Triage Clinicians
4	Low Acuity Patient Navigators
8	Interfacility EMCT Charge / Practice Educators
6	Community Paramedic Coordinators

*+ Hundreds of employees **supporting** the delivery of frontline emergency and community health care operations*

5

HIRING AND EXPANSION

1300+ hires across paramedics, dispatch, and support services into existing vacancies and new positions calendar year 2024

- 1,200 Paramedic, Dispatch and Patient Transfer positions filled
- 112 Emergency Medical Call Takers hired

Approximately 90% of regular permanent full-time and part-time positions are currently filled and BCEHS is actively recruiting for unfilled positions.

BCEHS | BC Emergency Health Services

6

BCEHS's fleets serve 5 million B.C. residents across 944,735 km^2
(an area larger than France and Germany combined)

GROUND FLEET

- 930+ active vehicles:
  - **650+ ambulances**, plus 19 Low Acuity Response Units
  - 260+ non-ambulatory vehicles & single response units



7

BCEHS's fleets serve 5 million B.C. residents across 944,735 km^2 (an area larger than Washington, Oregon and California states combined)

AVIATION FLEET

- 6 helicopters & 10 airplanes
  - 3,500+ hours flown in helicopters
  - 4.3 million+ km flown in airplanes
- Approx. 7,300+ patient transports annually





8

RICHMOND STATIONS

- Station 250 (Richmond North)
  - 5 ambulances
- Station 269 (Richmond South)
  - 2 ambulances and a patient transfer unit.
- Station 270 (Richmond Airport)
  - 1 – 24-hour bike squad unit





9

CLINICAL OPERATIONS - DISPATCH

BCEHS has **three 24/7 dispatch operations centres** (Kamloops, Vancouver, and Victoria) that provide emergency 911 call taking, dispatching of ambulances, and interfacility transfer coordination and planning.



PATIENT TRANSFER NETWORK

Centrally coordinates patient referrals and ambulance transportation across the province, by connecting sending and receiving physicians, facilities and ambulance services.

PATIENT TRANSPORT COORDINATION CENTRE

Manages logistical aspects of interfacility patient movements, and is responsible for dispatching critical care paramedics by air resources to high acuity out-of-hospital events

10

CLINICAL OPERATIONS

Annually, BCEHS responds to

683,000+

911 events* and patient transfers throughout the province, including:

- 608,000+ 911 events
- 75,000+ inter-facility patient transfers

*Based on January – December 2024

***BCEHS tracks data using specific terms:**

A 911 event is a request for BCEHS services that originated through one or more 911 phone calls. One event can generate multiple 911 calls and trigger multiple ambulance responses.

A 911 phone call is a call into dispatch to request BCEHS services. A 911 event may be associated with multiple 911 phone calls. For example, a traffic collision on a busy street may trigger many calls to 911 from various witnesses and patients.

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CLINICAL OPERATIONS

Annually, BCEHS responds to

683,000+ *= More than one event every minute, every day*

911 events* and patient transfers
throughout the province, including:

- 608,000+ 911 events
- 75,000+ inter-facility patient transfers

***BCEHS tracks data using specific terms:**

A 911 event is a request for BCEHS services that originated through one or more 911 phone calls. One event can generate multiple 911 calls and trigger multiple ambulance responses.

A 911 phone call is a call into dispatch to request BCEHS services. A 911 event may be associated with multiple 911 phone calls. For example, a traffic collision on a busy street may trigger many calls to 911 from various witnesses and patients.

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BCEHS CLINICAL OPERATIONS

Last year, in Richmond, BCEHS responded to

16,800+ *= Equivalent to 46 events every day of the year*

911 events

Richmond

BCEHS | BC Emergency Health Services

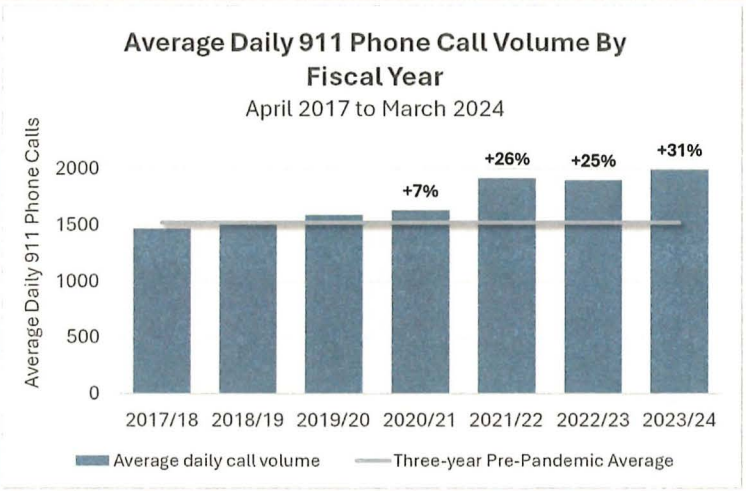
13

GROWING DEMAND

- Over the years, our healthcare system has been impacted by overdose-related emergencies, extreme weather events, and a growing and aging population with more complex health needs.
- As a result, BCEHS continues to see an increase in call volume.

14

CLINICAL OPERATIONS



The average daily 911 call volume has increased considerably since 2017.

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911 TRIAGE SYSTEM

BCEHS dispatch uses a triage system to ensure ambulances and paramedics are focused on the most life-threatening situations and that patient concerns are matched with the right response.

Our triaging uses the internationally recognized **Medical Priority Dispatch System (MPDS)** combined with the **Clinical Response Model (CRM)** — a colour-coded resource assignment approach. The CRM colour indicates the resources, response type, and relative priority of the call, with purple as highest priority.

Clinical Response Model colour codes	Immediately life-threatening e.g., Cardiac arrest	Immediately life-threatening or time critical e.g., Chest pain	Urgent, potentially serious, but not immediately life-threatening e.g., Abdominal pain	Non-urgent, not serious or life-threatening e.g., Sprained ankle	Non-urgent (not serious or life-threatening), possibly suitable for treatment at scene e.g., Minor cut	Non-urgent (not serious or life-threatening), further telephone triage & advice, referrals to HealthLinkBC e.g., Skin rash

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IMPROVING CARE FOR NON-URGENT PATIENTS

40% of patients who call 911 have "low acuity" (non-urgent or minor) health concerns and may not require a hospital emergency department.

BCEHS' low acuity strategy includes:

- Expanding alternative **pathways for care**, in addition to hospital emergency departments
- Growing the **Clinical Hub**, including low acuity patient navigation and secondary triage

Better serving low acuity patients improves care and increases resources available for urgent health emergencies.

In 2024, 8,069 patients did not require an ambulance upon Secondary Triage assessment by a Secondary Triage Clinician or Low Acuity Patient Navigator.



Link and Referral Units (LARUs) serve low acuity callers while freeing ambulances to attend the most urgent emergencies.

LARUs attended 6,749 patient events in 2024. Of those, 2,233 received alternate destination or at home care and did not go to an Emergency Department.

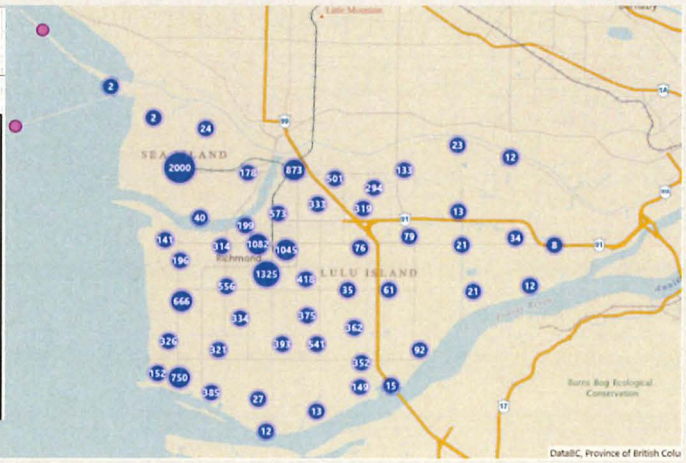
55% of LARU patients were treated in their own home without requiring conveyance to the hospital.

17

EVENTS IN RICHMOND: Over One Year

Pre-hospital Events in Richmond (Resp. Areas 250, 269, and 270) by Priority April 2024 to April 2025 (Inclusive)

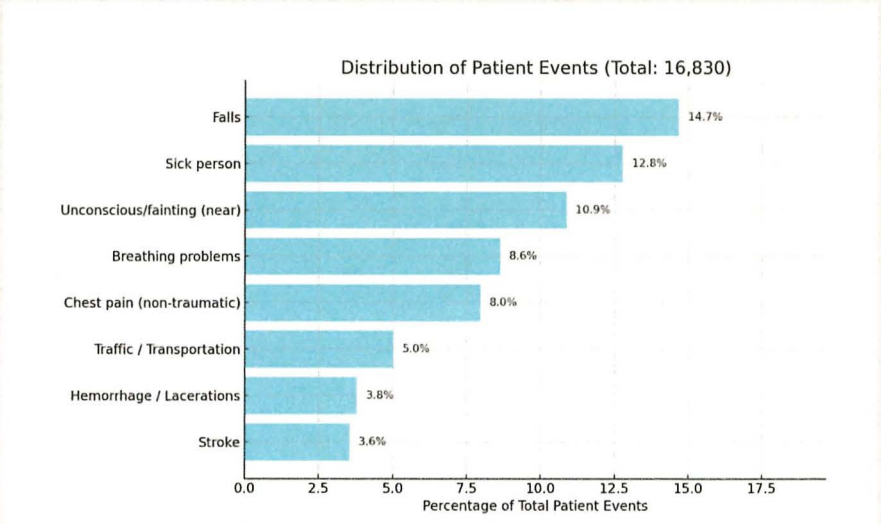
Year Month	Priority				Total
	Purple/ Red	Orange	Yellow	Teal/Green /Blue	
2024 Apr	437	331	412	27	1,207
2024 May	500	332	427	21	1,280
2024 Jun	466	351	467	32	1,316
2024 Jul	489	346	442	23	1,300
2024 Aug	513	341	412	30	1,296
2024 Sep	437	344	438	25	1,244
2024 Oct	475	350	439	20	1,284
2024 Nov	464	341	436	19	1,260
2024 Dec	495	348	476	29	1,348
2025 Jan	518	385	455	28	1,386
2025 Feb	462	365	415	15	1,257
2025 Mar	484	378	496	21	1,379
2025 Apr	475	330	448	20	1,273
Total	6,215	4,542	5,763	310	16,830



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EVENTS IN RICHMOND: Over One Year



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911 EVENT INCREASES IN RICHMOND

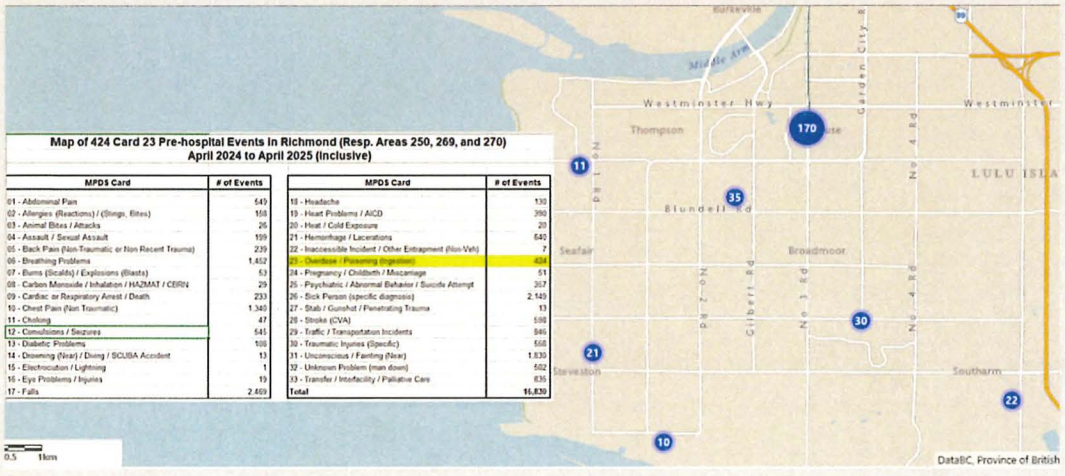
Overdose events in Richmond in 2025 are up 6 per cent from last year.

Up 80 per cent since 2017/18.

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OVERDOSES HEAT MAP: Over One Year



Map of 424 Card 23 Pre-hospital Events in Richmond (Resp. Areas 250, 269, and 270)
April 2024 to April 2025 (Inclusive)

MPDS Card	# of Events
01 - Abdominal Pain	549
02 - Allergies (Reactions) / (Stings, Bites)	168
03 - Animal Bites / Attacks	26
04 - Assault / Sexual Assault	199
05 - Back Pain (Non-Traumatic or Non Recent Trauma)	239
06 - Breathing Problems	1,452
07 - Burns (Scalds) / Explosions (Blasts)	53
08 - Carbon Monoxide / Inhalation / HAZMAT / CBRN	29
09 - Cardiac or Respiratory Arrest / Death	233
10 - Chest Pain (Non Traumatic)	1,340
11 - Choking	47
12 - Convulsions / Seizures	545
13 - Diabetic Problems	189
14 - Drowning (Near) / Diving / SCUBA Accident	13
15 - Electrocution / Lightning	1
16 - Eye Problems / Injuries	19
17 - Falls	2,469

MPDS Card	# of Events
18 - Headache	130
19 - Heart Problems / AICD	390
20 - Heat / Cold Exposure	20
21 - Hemorrhage / Lacerations	642
22 - Inaccessible Incident / Other Entrapment (Non-Veh)	7
23 - Overdose / Poisoning (Ingestion)	424
24 - Pregnancy / Childbirth / Miscarriage	51
25 - Psychiatric / Abnormal Behavior / Suicide Attempt	267
26 - Sick Person (specific diagnosis)	2,145
27 - Stab / Gunshot / Penetrating Trauma	13
28 - Stroke (CVA)	598
29 - Traffic / Transportation Incidents	846
30 - Traumatic Injuries (Specific)	568
31 - Unconscious / Fainting (Near)	1,830
32 - Unknown Problem (man down)	502
33 - Transfer / Interfacility / Palliative Care	836
Total	16,830

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OTHER 911 EVENT TRENDS IN RICHMOND

Falls since 2017/18 ↑ **30%**

Breathing Problems since 2017/18 ↑ **41%**

Chest Pain since 2017/18 ↑ **29%**

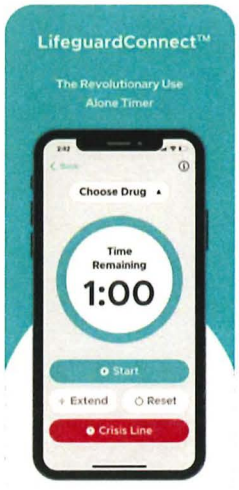
Mental Health events since 2017/18 ↓ **15%**

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LIFEGUARD APP

- The Lifeguard App is a free, life-saving mobile app designed to prevent overdose deaths, particularly among individuals who use drugs alone—a group that accounts for the majority of fatal overdoses.
- Before using substances, a person activates the app and sets a timer. If they do not respond by pressing a button when the timer expires, the app automatically initiates a text-to-voice call to 9-1-1, alerting emergency medical dispatchers to a potential overdose. This ensures that emergency responders can be dispatched promptly, even if the individual is alone and unable to call for help themselves.



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City of Richmond

Minutes

General Purposes Committee

Date: Monday, July 21, 2025

Place: Anderson Room
Richmond City Hall

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

Call to Order: The Chair called the meeting to order at 3:00 p.m.

MINUTES

It was moved and seconded
That the minutes of the meeting of the General Purposes Committee held on July 7, 2025, be adopted as circulated.

CARRIED

DELEGATION

1. Yannick Simovich, Board Chair, Tourism Richmond, and Nancy Small, CEO, Tourism Richmond, with the aid of a PowerPoint presentation (copy on file, City Clerk's Office), provided an update on Tourism Richmond's work.

FINANCE AND CORPORATE SERVICES DIVISION

2. **RICHMOND FOOD HUB: PUBLIC ENGAGEMENT FEEDBACK**
(File Ref. No. 08-4150-20-001) (REDMS No. 8063716)

Staff noted a further report will be provided in the fall.

It was moved and seconded
That the staff report titled "Richmond Food Hub: Public Engagement Feedback", dated June 30, 2025, from the Director, Business Services, be received for information.

The question on the motion was not called as in reply to queries from Committee, staff advised that (i) the formal public consultation period has concluded, though they are happy to receive additional feedback, (ii) the report before you outlines the feedback received during the public consultation phase, and (iii) a presentation of options, informed by both the consultation and further research, will be brought forward in the fall.

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

3. **RICHMOND TOURISM MASTER PLAN: PUBLIC ENGAGEMENT FEEDBACK**
(File Ref. No. 08-4150-03-01) (REDMS No. 8083734)

It was moved and seconded
That the staff report titled "Richmond Tourism Master Plan: Public Engagement Feedback", dated June 30, 2025, from the Director, Business Services, be received for information.

The question on the motion was not called, as in reply to queries from Committee, staff advised that (i) during the consultation, there was strong interest in multi-use and larger spaces than those currently available, (ii) the feedback received highlighted interest in Richmond's unique role within the region, (iii) the report before Committee summarizes the public input received, with the next report to present a draft plan, (iv) while a 10-year Net Promoter Score (NPS) is not available specifically for the City of Richmond, data from Tourism Richmond provides related insights, and (v) significant feedback was received regarding transit access and connectivity, which will be addressed as the Master Plan continues to be developed.

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

LAW AND COMMUNITY SAFETY DIVISION

4. **AMENDMENTS TO CONSOLIDATED FEES BYLAW NO. 8636 – SCHEDULE PARKING (OFF-STREET) REGULATION BYLAW NO. 7403**
(File Ref. No. 12-8375-00) (REDMS No. 8085646)

In response to queries from Committee, staff advised that (i) the legislation requires this amendment and similar taxes have been implemented in other municipalities and regions within the South Coast British Columbia Transportation Authority, (ii) parking taxes collected are used to fund road and transit operations across the region, (iii) the introduction of variable rates during peak and non-peak hours is currently under consideration, (iv) shuttles operating under Metro Vancouver fall under the same taxation framework and are included as part of the overall system improvements, (v) more prominent signage can be installed to clearly communicate these changes, and (vi) all revenue collected through the tax is remitted directly to TransLink.

It was moved and seconded
That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10694, be introduced and given first, second and third reading.

CARRIED
Opposed: Cllrs. Day
Gillanders
Heed
Wolfe

PARKS, RECREATION & CULTURE DIVISION

5. **MINORU PARK VISION PLAN UPDATE: RENEWED SCOPE OF WORK, PROCESS AND NEXT STEPS**
(File Ref. No. 06-2345-20-MINO1) (REDMS No. 7839503)

The Committee noted (i) the importance of maintaining Minoru Park as a balance between an active and community passive park, and (ii) with the current need for additional parking, the implementation of a parkade should be considered as early as possible.

In response to queries from Committee, staff advised (i) no decisions have been made with respect to relocating the cricket pitch to another park site, and (ii) staff have communicated with the Richmond Cricket Club and learned of the recent growth in the sport with strong demand for a youth league that cannot be accommodated with the single cricket pitch at Minoru Park; staff will further analyse through the sport courts and field strategy, and outcomes will be coordinated with the renewed Minoru Park vision plan process.

It was moved and seconded
That a renewed Minoru Park Vision Plan process and scope of work, as outlined in the staff report "Minoru Park Vision Plan Update: Renewed Scope of Work, Process and Next Steps", dated June 30, 2025, from the Director, Parks Services, be approved.

CARRIED

ENGINEERING AND PUBLIC WORKS DIVISION

6. MORAY BRIDGE REPLACEMENT PLANNING STUDY UPDATE

(File Ref. No. 10-6500-04) (REDMS No. 8091039)

Staff provided an overview of the staff report and, with the aid of a PowerPoint presentation (copy on file, City Clerk's Office), reviewed the Moray Bridge replacement and road network options the Ministry of Transportation and Transit (MoTT) has developed and is seeking feedback.

Staff advised that (i) based on staff's review of the three Moray Bridge replacement options proposed, Option 2 – north of existing bridge, appears to have the minimum impacts on property and the City's existing road network, (ii) since the June 16, 2025 General Purposes Committee meeting, MoTT has confirmed it is no longer considering closure of the Highway 99 exit ramp to No. 4 Road, therefore none of the road network options contemplate that exit being closed as part of their road network changes, (iii) staff's review of the three road network options proposed reduce connectivity within the City's network and do not align with the City's transportation, urban design or liveability goals in the downtown core, (iv) MoTT has advised that their options do represent a point in time and they will work to refine these options as part of their planning study and in consideration of City feedback, and (v) MoTT anticipate completing their planning study in November 2025.

In response to queries from Committee, staff noted MoTT is currently exploring high level concepts and ideas, the technical assessment would be part of the future phases of the planning study, and a rigorous traffic assessment would be part of future stages of the planning study.

The Committee expressed concerns regarding future plans to address the anticipated increase in traffic volume and consideration for how to ensure the flow of traffic is continuous.

It was moved and seconded
That the comments as described in the staff report titled "Moray Bridge Replacement Planning Study Update", dated July 10, 2025, from the Director, Transportation, be endorsed and forwarded to the Ministry of Transportation and Transit.

CARRIED

DEPUTY CAO'S OFFICE

7. **REFERRAL RESPONSE: ESTABLISHMENT OF THE LOW-END MARKET RENTAL PARKING, TENANT ASSET AND INCOME EXCEEDANCE POLICY**
(File Ref. No. 08-4057-05) (REDMS No. 8058328)

It was moved and seconded

(1) That the Low-End Market Rental Parking, Tenant Asset and Income Exceedance Council Policy, as outlined in the report titled "Referral Response: Establishment of the Low-End Market Rental Parking, Tenant Asset and Income Exceedance Policy", dated June 25, 2025, from the Director, Housing, be approved; and

(2) That the terms used to enable the owner of Low-End Market Rental units to charge tenants for parking and to set an asset test limit for tenants be used in housing agreements for any conditionally approved rezoning applications, being those for which a zoning amendment bylaw has been given third reading and an associated housing agreement has yet to be executed as of July 28, 2025, notwithstanding the terms of any executed rezoning considerations letter.

The question on the motion was not called as discussion ensued with respect to parking stall charges and asset test limits.

In response to queries from Committee, staff noted (i) the policy for consideration would not allow the LEMR unit owner to charge for the use of an accessible parking stall, (ii) to allow for any parking stall charges, an amendment to the existing housing agreement would be needed upon the turnover of a LEMR tenancy (iii) the manager at Kiwanis Towers confirmed a $350,000 asset limit for its tenants, noting that there are senior tenants that have very little income (if any) but holding on to a certain amount of assets they rely on to support their living; similarly, operators of other seniors housing have expressed the need for a higher asset test limit for seniors upwards of $300,000-$350,000, to accommodate those tenants without an income and only their savings, (iv) the $100,000 LEMR asset and income limit per household is in alignment with both the BC Housing and the Metro Vancouver Housing asset test limit, (v) staff rely on the owner/operator to gather and declare the required information, which could also be further verified by staff requesting receipt of the documents to ensure the integrity of the LEMR program, and (vi) TFSAs are not specifically identified but would likely be treated as a liquid asset and therefore would be included in the asset limit.

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

8. **HOUSING PRIORITIES GRANT PROGRAM ALLOCATION**
(File Ref. No. 08-4057-05) (REDMS No. 8063991)

In response to queries from Committee, staff noted (i) at this point the City is not committed to providing the funding, the intention is to set aside the money so there is an awareness and some certainty of the applicant they have access to the funding, subject to addressing certain requirements, and (ii) with all of the proposed grant allocations there are several additional opportunities for Council to make a decision.

It was moved and seconded

(1) That the proposed grant allocations for the Housing Priorities Grant Program, as outlined in the report titled "Housing Priorities Grant Program Allocation", dated June 25, 2025, from the Director, Housing, be approved, and that the following amounts be awarded:

(a) Sun Valley Rental Ltd.– $1,764,000

(b) 1166225 B.C. Ltd. – $1,003,000

(c) Aashyn No. 3 Road Development Ltd.– $108,000

(d) Richmond Kiwanis Senior Citizens Housing Society – $2,320,000

(e) BC Indigenous Housing Society – $4,160,000

(2) That the Chief Administrative Officer and Deputy Chief Administrative Officer be authorized to negotiate and execute two Non-Profit Organization Stream 1A Grant Funding contribution agreements as set out in the grant allocation for the Housing Priorities Grant Program, and to negotiate and execute any amendments thereto and ancillary agreements;

(3) That Development Cost Charges Waiver for Affordable Housing (6071 Azure Road) Bylaw No. 10695 be introduced and given first, second, and third readings;

(4) That Development Cost Charges Waiver for Affordable Housing (8880 Cook Road) Bylaw No. 10696 be introduced and given first, second, and third readings; and

(5) That Development Cost Charges Waiver for Affordable Housing (9000 No 3 Road) Bylaw No. 10697 be introduced and given first, second, and third readings.

CARRIED

9. **ESTABLISHING A HOUSING AUTHORITY – REFERRAL RESPONSE #2**
(File Ref. No. 08-4057-05) (REDMS No. 8074070)

Discussion ensued with respect to the role of the City's housing office. It was suggested that research from other municipalities, particularly information on how the City can be more involved in building more affordable housing, was suggested.

In response to a query from Committee, staff noted the analysis focusses on a housing authority because the City would have more control over the entity and the outcome.

It was moved and seconded
That options and opportunities to establish a housing authority or other housing structure be brought forward for Council consideration on a case-by-case basis considering the details presented in the report titled "Establishing a Housing Authority - Referral Response #2", from the Director, Housing, dated June 25, 2025.

CARRIED
Opposed: Cllr. Loo

10. **WORKS YARD REPLACEMENT PROJECT – PROGRAM, FORM, PHASING AND BUDGET**
(File Ref. No. 06-2000-01) (REDMS No. 8015242)

In response to queries from Committee, staff advised that (i) they have optimized and reorganized storage to reduce wasted space, implemented efficient material storage methods, and centralized storage, (ii) City-owned properties on Lynas Lane total 30.2 acres; the Works Yard will occupy 22 acres, while the Recycling Depot, Parks House and Skate Board Park occupy 3.7 acres and are not within the scope of this project, (iii) staff recommend initiating the formal planning process for the approximately 4.5 acres of the remaining unallocated land, (iv) the Oversight Committee supported the three phase approach to the project and offered feedback, staff reviewed the input and incorporated those suggestions that improved project efficiency, (v) the Oversight Committee meeting minutes are attached to the report, should Council prefer, minutes of the meeting can be included in the monthly Works Yard report, (vi) to reduce time and risk, the scope from Phase 2 of the project has been moved to Phase 1, eliminating the need for four phases, (vii) staff will include the additional email correspondence received from the Oversight Committee in the next Oversight Committee meeting minutes for Council, and (viii) once Phase 1 is approved, staff will begin working on detailed designs, and during that time will expedite the ground densification and soil works and will initiate designing Phase 2 while Phase 1 is being constructed.

It was moved and seconded

(1) That the program totalling approximately 400,000 sq. ft. and building form be approved, as outlined in the report titled "Works Yard Replacement Project – Program, Form, Phasing and Budget", dated July 7, 2025, from the Director, Facilities and Project Development;

(2) That in order to reduce the overall project schedule, and manage cost escalation risks, the workshop program and other elements be added to the scope of work for Phase 1 and a capital submission for the Works Yard Replacement - Enabling Works and Phase 1 capital projects' scope change and budget increase of $74.0 million (2025 dollars), be endorsed for Council's consideration as part of the 2026 budget process; and

(3) That staff begin the planning process for the balance of the unallocated land, as outlined in the report titled "Works Yard Replacement Project – Program, Form, Phasing and Budget", dated July 7, 2025, from the Director, Facilities and Project Development.

CARRIED
Opposed: Cllr. Loo

COUNCILLOR KASH HEED

11. **DELOITTE RECOMMENDATION TO CAP THE MAXIMUM REMUNERATION FOR TOTAL INCOME FROM ALL LOCAL GOVERNMENT RELATED APPOINTMENTS**
(File Ref. No.) (REDMS No.)

Councillor Heed provided a background to his recommendation.

Mayor Brodie referred to his correspondence and supporting attachments, provided to the Committee (attached to and forming part of these minutes as Schedule 1).

The following motion was then introduced:

It was moved and seconded
That the motion:

(1) That the Mayor, as our representative on the Board of Directors for Metro Vancouver, introduce a motion amending their "Remuneration Bylaw" (Greater Vancouver Regional District Regional Board and Committee Remuneration Bylaw Number 1057, 2007) to allow Directors the flexibility to voluntarily refuse compensation for serving on the Board or Committees; and

(2) That the Mayor voluntarily accept the cap or maximum remuneration threshold for total income from all local government related appointments as detailed in recommendation #49 of the Deloitte Metro Vancouver Governance Review,

be tabled.

The question on the motion was not called as discussion took place on the merits and rationale of the motion.

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

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 General Purposes Committee of the Council of the City of Richmond held on Monday, July 21, 2025.

Mayor Malcolm D. Brodie
Chair

Lorraine Anderson
Legislative Services Associate

City of Richmond

Minutes

Planning Committee

Date:	Tuesday, July 22, 2025
Place:	Anderson Room Richmond City Hall
Present:	Councillor Bill McNulty, Chair Councillor Alexa Loo Councillor Chak Au Councillor Carol Day Councillor Andy Hobbs
Also Present:	Councillor Laura Gillanders Councillor Kash Heed Councillor Michael Wolfe
Call to Order:	The Chair called the meeting to order at 4:00 p.m.

MINUTES

It was moved and seconded
That the minutes of the meeting of the Planning Committee held on July 8, 2025, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

September 3, 2025, (tentative date) at 4:00 p.m. in the Anderson Room.

PLANNING AND DEVELOPMENT DIVISION

1. **AWARD OF CONTRACT 588F — PROVISION OF AUTOMATED BUILDING CODE AND ZONING REVIEW SOFTWARE**
(File Ref. No. 08-4000-01) (REDMS No. 8078696)

Staff provided an update and noted that (i) the software will support the development and implementation of a methodology for building code reviews and zoning regulations, (ii) it is expected to generate substantial savings in both staff time and resources, and (iii) the efficiencies gained will enable staff to focus more on project management, thereby accelerating permit processing.

In reply to queries from Committee, staff advised that the Director of Transportation was part of the proof-of-concept study and transportation elements of the City's zoning bylaw will be part of the program.

As a result of the discussion, the following **motion** was introduced:
It was moved and seconded
That Traffic Engineering be added to the list of deliverables as No. 13.

CARRIED

In response to further queries from Committee, staff noted that (i) the deadline for implementation is May 2026, (ii) the future goal is that permits requiring minimal input from other departments can be reviewed in less than a day, (iii) The BC Building Code has not been digitized to date, (iv) the new software will have capabilities to count parking stalls and review turn radii and maneuvering aisles for traffic engineering functions, (v) the allocated funding is specifically intended for this program, (vi) demolition permitting is not included in the scope of this software, (vii) benchmarking is included in the contract to allow for ongoing adjustments, (viii) future scope for system maintenance and potential expansion will be explored, and (ix) this company is currently the only vendor that has digitized the International Building Code.

It was moved and seconded

(1) That Contract 588F - Provision of Automated Building Code and Zoning Review Software be awarded to SMARTreview, Inc. for a one-year term, for an estimated maximum total value of $630,000, excluding taxes, as described in the report titled "Award of Contract588F - Provision of Automated Building Code and Zoning Review Software", dated July3, 2025 from the Director, Building Approvals; and

(2) That the Chief Administrative Officer and General Manager, Planning and Development, be authorized to execute the contract and all related documentation with SMARTreview, Inc.

CARRIED

2. **REFERRAL RESPONSE: STEVESTON HOTEL HERITAGE STATUS (12111 3RD AVENUE)**
(File Ref. No. 08-4200-09) (REDMS No. 8065100)

Staff provided an overview of the staff report.

In response to queries from Committee, staff advised that (i) a Heritage Alteration Permit was issued in 2024 for the exterior alterations to allow the conversion of the pub/restaurant into hotel suites, (ii) a comprehensive heritage planning process should be undertaken to guide the long-term conservation of the property, (iii) as a first step, heritage experts would evaluate the property and subsequently report back to Council with recommendations, (iv) all properties in Steveston are subject to design guidelines intended to protect heritage character, and (v) through a heritage designation, there is potential to restore the building while allowing for future development opportunities.

Councillor Kash Heed left the meeting (4:40 p.m.) and did not return.

It was moved and seconded
That the report titled "Referral Response: Steveston Hotel Heritage Status (12111 3rd Avenue)", dated June 30, 2025, from the Director, Policy Planning, be received for information.

CARRIED

3. **MANAGER'S REPORT**

(i) New Staff

Staff introduced Edison Ting, as the new Planner 3, in the Development Applications department.

(ii) Metro Vancouver Regional District Development Cost Charges

Staff advised that (i) the Province has introduced legislation to extend the instream protection period for Metro Vancouver Regional District Development Cost Charges (DCC) from one year to two years, (ii) building permits (BPs) received prior to March 21, 2024 are protected from Metro Vancouver Regional District DCC rate increases that came into effect on January 1, 2025, (iii) eligible projects now have until March 21, 2026 to have their BPs issued under the protected rates, and (iv) the legislation does not affect or change any applicable City DCCs.

ADJOURNMENT

It was moved and seconded
That the meeting adjourn (4:48 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 22, 2025.

Councillor Bill McNulty
Chair

Sarah Goddard
Legislative Services Associate

City of Richmond

Report to Committee

To:	General Purposes Committee	**Date:**	June 30, 2025
From:	Todd Gross Director, Parks Services	**File:**	06-2345-20-MINO1/Vol 01
Re:	**Minoru Park Vision Plan Update: Renewed Scope of Work, Process and Next Steps**		

Staff Recommendation

That a renewed Minoru Park Vision Plan process and scope of work, as outlined in the staff report "Minoru Park Vision Plan Update: Renewed Scope of Work, Process and Next Steps", dated June 30, 2025, from the Director, Parks Services, be approved.

Todd Gross
Director, Parks Services
(604-247-4942)

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Transportation	☑	
Arts, Culture and Heritage Services	☑	
Recreation and Sport Services	☑	
Facilities and Project Development	☑	
Finance	☑	
SENIOR STAFF REPORT REVIEW	**INITIALS:**	**APPROVED BY CAO**

Staff Report

Origin

At the February 4, 2019, General Purposes Committee meeting, the report titled "*Minoru Park Vision Plan Update*", dated January 14, 2019, from the Director, Parks Services, was presented for consideration. After Committee's discussion on a range of topics related to the updated Minoru Park Vision Plan, the following referral was passed:

> *That the Minoru Park Vision Plan, as detailed in the staff report titled "Minoru Park Vision Plan Update," dated January 14, 2019, from the Director, Parks Services, be referred back to staff.*

The purpose of this report is to respond to the referral by:

- Providing an update on the topics discussed at the 2019 General Purposes Committee meeting;
- Provide an update on the Minoru Park Vision Plan process to date;
- Summarize major changes in Minoru Park since 2019;
- Summarize growth in the neighbourhood areas surrounding Minoru Park since 2019; and
- Propose a renewed Minoru Park Vision Plan scope of work, process, and next steps for Council consideration.

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

> *Proactive stakeholder and civic engagement to foster understanding and involvement and advance Richmond's interests.*
>
> *1.3 Increase the reach of communication and engagement efforts to connect with Richmond's diverse community.*
>
> *1.4 Leverage a variety of approaches to make civic engagement and participation easy and accessible.*

This report supports Council's Strategic Plan 2022–2026 Focus Area #2 Strategic and Sustainable Community Growth:

> *Strategic and sustainable growth that supports long-term community needs and a well-planned and prosperous city.*
>
> *2.3 Ensure that both built and natural infrastructure supports sustainable development throughout the city.*

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

> *Leadership in environmental sustainability through innovative, sustainable and proactive solutions that mitigate climate change and other environmental impacts.*

5.2 Support the preservation and enhancement of Richmond's natural environment.

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

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

6.1 Advance a variety of program, services, and community amenities to support diverse needs and interests and activate the community.

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

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

Background

Minoru Park is the premier signature park within the City Centre Area. Since it was first established in the 1950s, it has expanded and evolved over several decades to become the dynamic sport, recreational, cultural, and social hub that it is today, serving the local surrounding neighbourhood, broader Richmond community and visitors alike. Some notable milestones include the introduction of Minoru Chapel and Pierrefonds Garden in the 1960s, the development of the original Minoru Lakes in the 1970s and renewal in 2023, the addition of the Richmond Cultural Centre in the 1990s, the completion of Minoru 2 and 3 Latrace fields in 2015, and the opening of the Minoru Centre for Active Living in 2020. Collectively, these elements, along with Minoru Park's other diverse sports, recreational, cultural, and natural amenities, shape the park's rich character and enduring popularity.

Overview of the Minoru Park Vision Plan Process to Date (2017–2019)

The Minoru Park Vision Plan process was initiated in 2017 in response to major changes that were taking place in and around Minoru Park at the time. These changes included the start of construction on the Minoru Centre for Active Living in 2014, completion of the Minoru 2 and 3 Latrace fields in 2015, and continued growth in the surrounding neighbourhood areas.

The primary objective of the Minoru Park Vision Plan process was to establish a cohesive, long-term vision for the ongoing development of Minoru Park. The plan aimed to integrate and connect new and upgraded facilities and amenities, address aging infrastructure, and ensure that Minoru Park was aligned with evolving community needs into the future.

Phase One of the process was centered on site analysis, background research, and engagement activities to inform the development of a Minoru Park Vision Statement and a set of guiding principles, which were adopted by Council in May 2017. Phase Two involved preparation of conceptual vision plan options that were presented to interested parties and the public for input. The resulting Minoru Park Vision Plan was presented to Council in March 2018 and was referred back to staff. A Minoru Park Vision Plan Update was presented to Council in February 2019 and was also referred back to staff. See Table 1 for a summary of the Minoru Park Vision Plan process to date.

Table 1. Summary of the Minoru Park Vision Plan Process to Date (2017–2019)

Phase One	
February – March 2017	An engagement process for the public and interested parties was undertaken to better understand community values and concerns regarding Minoru Park's existing conditions. Input received was incorporated into a Minoru Park Vision Statement and set of guiding principles.
May 8, 2017	The Minoru Park Vision Statement and Guiding Principles, as outlined in the staff report titled, "Minoru Park Vision and Guiding Principles", dated April 4, 2017, from the Senior Manager, Parks, were presented to Council and adopted. The vision and guiding principles continue to function as touchstones when decisions need to be made about renewal and redevelopment in and around Minoru Park. See Attachment 1 for the Minoru Park Vision and Guiding Principles.
Phase Two	
May – July 2017	Minoru Park Vision Plan concept options were developed based on the Phase One community engagement results, site analysis, vision statement and guiding principles. The Minoru Park Vision Plan options were presented to interested parties and the public for feedback. Community input received was used to inform the development of a Minoru Park Vision Plan.
March 5, 2018	A preferred Minoru Park Vision Plan, as outlined in the staff report titled, "Minoru Park Vision Plan", dated February 14, 2018, from the General Manager, Community Services, was presented for Council consideration. The Minoru Park Vision Plan was referred back to staff.
February 4, 2019	An update on the Minoru Park Vision Plan, as outlined in the staff report titled, "Minoru Park Vision Plan Update", from the Director, Parks Services, was presented to Council for consideration. The Minoru Park Vision Plan Update was referred back to staff. See Attachment 2 for the 2019 Minoru Park Vision Plan.

In parallel with the Minoru Park Vision Plan process, significant capital projects and upgrades continued at Minoru Park to address aging infrastructure and evolving facility needs. Key projects completed are:

- Minoru Centre for Active Living;
- Clement track resurfacing;
- Minoru Oval artificial turf replacement;
- Minoru Lakes Renewal (Minoru Park – Lakes District);

- Renovation and conversion of the Minoru Place Activity Centre into the Richmond Cultural Centre Annex;
- Start of construction on the Bowling Green Community Activity Centre; and
- Start of construction on Minoru Lakes Phase 2.

See Attachment 3 – Summary of Major Projects Completed at Minoru Park (2015–2025) and the Referral Responses section of this report for an overview and summary of changes and major projects at Minoru Park over the past 10 years.

Analysis

Referral Responses

At the February 4, 2019, Council meeting, the Minoru Park Vision Plan Update staff report was presented for Council consideration and referred back to staff with consideration of the General Purposes Committee's comments.

Committee's comments on the Minoru Park Vision Plan Update were centered around several topics, including:

- Health and environmental concerns related to Minoru Lakes;
- Shared use of pathways by cyclists and pedestrians;
- The potential relocation of the cricket pitch to another park site;
- Parking use and management; and
- The civic buildings in and around the Minoru Precinct.

Below is an update on each of the topics discussed at the 2019 General Purposes Committee meeting in relation to the staff report titled, "Minoru Park Vision Plan Update", from the Director, Parks Services.

Health and Environmental Concerns Related to Minoru Lakes

To address health and environmental concerns related to Minoru Lakes, Phase 1 of the Minoru Lakes Renewal (Minoru Park – Lakes District) was implemented between April 2022 and June 2023. This phase focused on improving water quality, eliminating the use of potable water, increasing biodiversity, and expanding and enhancing park amenities to create a more welcoming, comfortable, and accessible experience for visitors. Phase 1 has been well-received by the community and has contributed to the overall improved ecological health of Minoru Lakes.

Building on the success of Phase 1, implementation of the next phase of Minoru Lakes Renewal (Minoru Lakes Green Infrastructure) is scheduled to start in the fall of 2025. This phase will include widening and enhancement of the drainage ditch located south of Minoru Lakes (the canal), new bridge crossings, wider, more accessible pathways, park furnishings, accent lighting and introduction of a new detention pond that will capture stormwater from the catchment area east of Minoru Park and divert it to the lakes. The stormwater detention pond will provide an additional environmentally sustainable source of water. Completion of this phase is targeted for spring 2026.

Shared Use of Pathways by Cyclists and Pedestrians

The City Centre Area Plan's Cycling Network Map (2031) envisions cycling connections around and through Minoru Park. The demand for walking, cycling and rolling in the vicinity of the park is anticipated to increase with population growth and development in the area. Through the renewed Minoru Park Vision Plan process, staff will review options to achieve the cycling connectivity envisioned in the City Centre Area Plan while improving safety and comfort for all users. The process will provide an opportunity to further explore and seek public feedback on enhancements to pathways and signage within the Park.

Potential Relocation of the Cricket Pitch to Another Park Site

Since the latest Minoru Park Vision Plan update was developed in 2019, cricket in Richmond has grown significantly. There are now two cricket clubs, when previously there was one, and there is strong demand for a youth league, which does not yet exist. Richmond's sole cricket pitch at Minoru Park, however, does not adequately support this increasing demand. In collaboration with the Richmond Cricket Club, potential sites have been explored and concept plans developed for a potential additional cricket pitch to accommodate the growing need. Proposed locations include South Arm Community Park and Thomas Kidd Neighbourhood Park.

To better understand current sport needs and future trends in Richmond, a Sport Courts and Fields Strategy, which was endorsed by Council as part of the 2025 capital program, will be developed. This strategy will provide a proactive and holistic framework for planning upgrades, changes and expansion of City-wide active sport courts and fields. The Richmond Sports Council, along with other Richmond-based sports organizations, will be consulted throughout the process. Any future changes or enhancements to the existing cricket pitch at Minoru Park, as well as potential expansion of cricket amenities elsewhere in Richmond, will be considered within this strategy and presented to Council for consideration. If approved by Council, the renewed Minoru Park Vision Plan process will be coordinated with the Sport Courts and Fields Strategy outcomes.

Parking Use and Management

At the March 19, 2025, Public Works and Transportation Committee meeting, staff received the following referral:

> *That staff analyse the current parking at Minoru Centre for Active Living and Minoru Arena areas and report back with options to facilitate parking needs.*

A parking assessment, in response to the above referral, is currently underway. If approved by Council, the renewed Minoru Park Vision Plan will be coordinated with the findings and recommendations of this parking assessment.

The Civic Buildings in and around the Minoru Precinct

Since the Minoru Park Vision Plan process was initiated in 2017, there have been several updates to the civic buildings located in and around the Minoru Precinct. These new and updated building facilities were undertaken to address increased demand, aging infrastructure and shifting community needs. These updates include:

- Renovation of Minoru Chapel;
- Completion of the Minoru Centre for Active Living;
- Completion of the Fire Hall No. 1 replacement;
- Completion of the Richmond City Centre Community Policing Office;
- Demolition of the former Minoru Aquatics Centre building and conversion of the site into a treed green park space, offering a partial offset to the Minoru Centre for Active Living building footprint;
- Renovation and conversion of the Minoru Place Activity Centre into the Richmond Cultural Centre Annex; and
- Start on construction of the Bowling Green Community Activity Centre, which is currently under construction.

The remaining civic facilities in and around the Minoru Precinct, such as the Minoru Arenas and the Richmond Cultural Centre are well used and in good condition. Any potential future major capital projects for buildings in and around the Minoru Precinct will come forward for Council consideration on a case-by-case basis.

For a summary of changes and upgrades at Minoru Park over the past 10 years, please see Attachment 3 – Summary of Major Projects Completed at Minoru Park (2015–2025).

Growth around Minoru Park

While significant updates were taking place in Minoru Park, the surrounding neighbourhood areas have also been experiencing significant growth and change. Over the past few years, development in the area has contributed to the addition of thousands of new residential units within walking distance of Minoru Park. In addition, the upcoming major redevelopment of Richmond Hospital is expected to result in increased use of, and impacts on, Minoru Park.

Between 2022 and 2025, nearly 2,700 new residential units have been added within a five to 15-minute walk of Minoru Park. Major projects contributing to this growth include the Richmond Centre redevelopment Phase One, and Park Residences, which is currently under construction. Together, these developments will deliver approximately 1,400 new residential units within a five-minute walk of the park. The remaining 1,300 units have been added across several recently completed nearby developments. For a summary of the growth in the neighbourhood areas around Minoru Park, see Attachment 4 – Summary of Development Growth around Minoru Park (2022–2025).

The Richmond Hospital Redevelopment is expected to lead to increased numbers of patients, visitors, and staff. In addition, the scale and layout of the new facilities and site will alter the interface between the hospital precinct and Minoru Park. Both the anticipated increase in use and the changes to the built form are expected to significantly impact the park.

If approved, the renewed Minoru Park Vision Plan process will give the changing nearby residents, businesses and institutions (e.g., Richmond Hospital, Richmond RCMP, School District No. 38) an opportunity to provide input and shape the park's near-term development. It will also allow park service level standards to be reviewed in alignment with population growth and increased park use.

As part of the renewed park planning process, the impacts of the Richmond Hospital Redevelopment will also be further considered and coordinated.

Proposed Renewed Minoru Park Vision Plan Scope of Work

The renewed Minoru Park Vision Plan will provide an overall vision and plan for renewal of Minoru Park over the next 15 years. The scope of work will focus on interstitial park areas and pathway connections that are aging, underutilized or no longer meet growing and shifting community needs. The overarching goal will be to renew these park areas and pathway connections in order to:

- Animate and activate aging and underused park areas and infrastructure;
- Ensure that Minoru Park meets the growing and shifting park service level needs of the surrounding community into the future, including assurance of no further net loss of green park space;
- Knit together existing park areas and facilities through improved pathway connections with enhanced accessibility; and
- Ensure that Minoru Park is a welcoming and inclusive space for everyone to enjoy.

Focus areas of the renewed Minoru Park Vision Plan scope of work include:

- The existing playground;
- The plaza in front of the Richmond Cultural Centre;
- The former Minoru Aquatics Centre site, which is now green park space; and
- Key aging trails.

Pathway connections between existing park amenities and facilities, as well as connections to key destinations surrounding Minoru Park will also be considered.

For a map and site photos of the scope of work for the renewed Minoru Park Vision Plan, see Attachment 5 – Renewed Minoru Park Vision Plan Preliminary Scope of Work.

Proposed Renewed Minoru Park Vision Plan Process

The renewed Minoru Park Vision Plan process will offer opportunities for the surrounding community, the broader Richmond community as well as site and sport users to contribute input and help shape the future development of Minoru Park. Engagement with interested parties and the community will be an integral part of the process and will take place throughout. A comprehensive communications plan will be developed to ensure that a broad range of the public and interested parties are provided with opportunities to provide input and feedback.

The primary deliverable of the renewed Minoru Park Vision Plan process will be an updated Minoru Park Vision Plan that, if approved by Council, will guide the near-term development of Minoru Park. The renewed Minoru Park Vision Plan will focus on park areas and pathway connections that are underutilized or in need of renewal, to address aging infrastructure, better serve the growing surrounding community, and knit together park areas and facilities.

The proposed Minoru Park Vision Plan process will take place across two phases. Phase One will focus on gathering community and site user input on existing site conditions, the preliminary proposed scope of work, and potential programming options. Phase Two will focus on gathering

feedback on Minoru Park Vision Plan concept plan options. The resulting renewed Minoru Park Vision Plan will be presented to Council for consideration. See Table 2 for a renewed Minoru Park Vision Plan process and timeline.

Table 2. Renewed Minoru Park Vision Plan Process and Timeline

Preliminary Timeline	Activity or Milestone
Phase One	
Q4 2025	The renewed Minoru Park Vision Plan process will start with engagement of the community and interested parties that will include an overview of the process to date, adopted Minoru Park Vision Statement and Guiding Principles. During this initial round of public engagement, feedback will be invited on Minoru Park's existing site conditions, the renewed Minoru Park Vision Plan preliminary scope of work, and potential programming options for the near-future renewal of Minoru Park.
Q1 2026	The Phase One community engagement results will be consolidated and summarized.
Q1 2026	A report to Council on the Minoru Park Vision Plan Phase One engagement results, resulting refined scope of work, and next steps will be developed and presented to Council for consideration.
Phase Two	
Q2 2026	Draft Minoru Park Vision Plan concept options will be developed based on the feedback received during Phase One.
Q2 2026	A community engagement process on the conceptual Minoru Park Vision Plan options and programming priorities will be undertaken. The engagement will include a summary of the Phase One process and results. During this phase of community engagement, feedback will be invited on the conceptual Vision Plan options associated programming, and park renewal priorities.
Q3 2026	The Phase Two community engagement results will be consolidated.
Q3 2026	A preferred Minoru Park Vision Plan and park renewal priorities will be developed based on input received during the Phase Two community engagement process.
Q3 2026	A report to Council on the Minoru Park Vision Plan and park renewal priorities will be developed and presented to Council for consideration.
Implementation	
Q4 2026	The identified high priority park renewal projects, e.g., playground replacement and expansion, will be advanced, pending Council budget approval.

Next Steps

Should Council approve the renewed Minoru Park Vision Plan scope of work and process, the next steps will include a first round of public engagement targeted for fall 2025. This initial round of engagement will include workshops with interested parties, drop-in style public open houses, and online engagement. It will focus on gathering input on existing site conditions, the preliminary proposed scope of work, and an extensive range of potential programming options. A comprehensive communications plan will be developed to ensure that a broad range of site users and interested parties are engaged.

Financial Impact

Funding is in place to support a renewed Minoru Park Vision Plan process within the Minoru Park Central Amenity Space Concept Design project.

Conclusion

Minoru Park is the premier signature park in the City Centre Area, serving local residents, the broader Richmond community, and visitors alike. Since the last Minoru Park Vision Plan update was presented to Council in 2019, the park and surrounding neighbourhood areas have experienced significant change and growth. A renewed scope of work and process will ensure that the Minoru Park Vision Plan reflects current site conditions and evolving community needs, while giving nearby residents and park users the opportunity to provide input.

Miriam Plishka
Research Planner 2
(604-204-8917)

Att. 1: Minoru Park Vision and Guiding Principles
2: 2019 Minoru Park Vision Plan
3: Summary of Major Projects Completed at Minoru Park (2015–2025)
4: Summary of Development Growth around Minoru Park (2022–2025)
5: Renewed Minoru Park Vision Plan Preliminary Scope of Work

Minoru Park Vision and Guiding Principles

Minoru Park Vision

Minoru Park is a dynamic city-wide park located in the civic core of Richmond's city centre area. It reflects the rich diversity of Richmond's community through its wide variety of premier recreational, arts, culture and heritage facilities and programming. Minoru Park will play an increasingly central role in the lives of Richmond residents, and in particular, residents of the Brighouse Village neighbourhood as high-density residential developments continue to grow and be concentrated in this area.

Minoru Park will be a great place for people, alive with programming. It will be a place that people love to be in; where they can play, meet friends and neighbours and enjoy participating in community life. It will be a place with a diverse mix of activity; where a wide variety of places and destinations are interconnected. It will be distinct because of the exciting diversity of social, recreational, and cultural programming while simultaneously being known as a place to find beauty, peace and tranquility. The transformation of Minoru Park will include renewal of the parks aspects that people love and value; it will be a collaborative process to reimagine the role that the park plays in the city centre, and within the whole parks and open space system.

Minoru Park Guiding Principles

Minoru Park will be: **An Urban Gateway to Nature**
Guiding Principles
Minoru Park will be a place where: • People have the opportunity to connect with nature. • Richmond's ecological heritage and natural processes are made visible and celebrated. • The site's existing natural features such as the lakes and canals are enhanced and showcased. • Richmond's Ecological Network Strategy is applied and brought to life.
Design and Programming Priorities
• Include a range of green spaces that support physical, social and spiritual renewal. • Protect the site's heritage and significant trees. • Develop a tree renewal plan and ensure that the park continues to have a mature tree canopy. • Celebrate native plants and environmental best practices. • Maximize the park's green edges. • Reconstruct the lakes and canal and seek opportunities for them to provide ecological functions. • Maximize the park's positive contribution to Richmond's overall ecological health, adaptability and resilience through carbon sequestering, habitat creation and storm water capture. • Develop resource management strategies for maintenance and operations.

Minoru Park will be:
Welcoming and Inclusive

Guiding Principles

Minoru Park will be a place where:

- People can gather, play, pursue active living and feel connected to their community.
- People can just be.
- Exciting and diverse year-round programming is promoted.
- People of all ages and abilities are welcomed and feel comfortable.
- A general sense of "please walk on the grass" is invoked and people feel invited to use all areas.
- Multi-cultural and multi-generational interaction is facilitated and encouraged.

Design and Programming Priorities

- Establish more informal, "no-matter-the-weather" gathering and seating areas for socialization.
- Employ age-friendly design practices such as rest stops at regular intervals along pathways and benches with backs and armrests.
- Create a destination playground that offers a range of play opportunities.
- Support programs and opportunities for "pick-up" recreation.
- As redevelopment occurs at the park's edges, seek opportunities to improve interfaces and linkages particularly to Minoru Boulevard and Westminster Highway.
- Dedicate space for outdoor programming with appropriate infrastructure.
- Make the cricket pitch more multi-functional and allow alternative uses outside of cricket season.
- Explore the potential for locating affordable housing in Minoru Park.

Minoru Park will be:
Enriched with Arts, Culture and Heritage

Guiding Principles

Minoru Park will be:

- A memorable, unique place in the city where history and culture are celebrated.
- A place where lively arts and cultural programming is supported and promoted in the park, engaging and inspiring people.
- A place where memories are shared and stories are told.

Minoru Park will be:
Enriched with Arts, Culture and Heritage (continued)

Design and Programming Priorities

- Celebrate the history of the site and features, such as its former use as a racehorse track, and develop an interpretation strategy.
- Develop a public art program that celebrates and strengthens the park's identity and character.
- Support Richmond Cultural Centre events and programs through creation of highly functional, flexible outdoor spaces (e.g., a covered plaza that can accommodate outdoor classes and performances).

Design and Programming Priorities

- Link together arts, culture and heritage facilities and explore the potential to create themed walking routes (e.g., Minoru Park Art Walk, Minoru Memories and Heritage Stroll).
- Enliven the park with seasonal/annual artistic display garden installations.
- Make Minoru Park ***the*** storytelling place in the city.

Minoru Park will be:
Alive with Sports and Events

Guiding Principles

Minoru Park will be a place where:

- Major sports and community-based events add to the vibrancy of the park and city centre.
- People of all abilities are supported and motivated to get outside and move.
- Activities and events make people want to participate and linger.
- Athletes are inspired to achieve their personal best.

Design and Programming Priorities

- Retain and protect the existing premier sports facilities as a destination sports complex.
- Add appropriately scaled event infrastructure in key locations (e.g., electrical kiosks, water hook-ups and multi-purpose, all-season surfaces).
- Retain and improve the track to serve daily, casual use as well as major track and field events.

Minoru Park will be:
Integrated and Connected

Guiding Principles

Minoru Park will be a place that:

- Will be a signature park in Richmond's city centre that is distinctive from, yet complementary to, other parks within the system.
- Is easy to access by all modes of transportation.
- People can navigate safely, comfortably and intuitively.

Design and Programming Priorities

- Strengthen pedestrian connections to the park from the city centre and adjacent neighbourhoods.
- Promote programming that compliments other nearby parks.
- Physically link parks within the city centre towards an integrated green and recreation network.
- Develop a clear hierarchy of pathways that prioritize pedestrian safety particularly through parking areas around the park perimeter.
- Create walking loops with distance markers.
- Provide interesting and functional linkages between park facilities and features.
- Establish protocols for cyclists including designated bike paths while also prescribing pedestrian-only routes.

Design and Programming Priorities

- Improve the interface and connections with Richmond Hospital.
- Develop a comprehensive wayfinding system that clearly identifies entry points and circulation routes (e.g., arrival features, orientation maps and directional signage).
- Employ consistent site furnishings and paving materials that are reflective of the park's context, character, features and high usage.
- Improve the profile of the park around its perimeter and improve the visibility of park entry points, especially along Westminster Highway.
- Encourage stakeholders and community groups to connect with each other and collaborate in order to activate the park.

Attachment 2

2019 Minoru Park Vision Plan



8073333 *In the long-term (15-24 years), a proposed parkade (approximately 2+ storey, 250+ stalls) to be included as required. The final location, footprint, height and capacity to be determined at the time of implementation based on current demands

LAKES DISTRICT

1a ALDERBRIDGE GATE
- attractive urban plaza with inviting lake lookout
- regrading to provide views to the water, seating, high-quality paving, trees, lighting

1b BOWLING GREEN GATE
- updated parking area
- enhanced pedestrian entry with existing trees, strong walkways, signage, and paving

2a WATER ENTRY POND & WATERFALL
- similar location and elevation to existing pond, but with enhanced seating overlook and stone features
- walkway feature wrapping in front to provide views to waterfall

2b UPPER MINORU LAKE
- redeveloped with new lining and circulation system
- similar size and layout to existing, with varied seating areas and opportunities to be close to the water
- small central island with bridge access and lookout

2c LOWER MINORU LAKE
- redeveloped with new lining and circulation system
- slightly smaller than existing with no island to allow space for an open lawn area at the south that catches the afternoon sun
- feature bridge and art elements at the connection between the upper and lower lakes
- open channel overflow to the canal

2d MINORU LAKES STROLLING GARDENS
- interconnected looping pathways with viewpoints and seating areas throughout lakes district
- green open space for informal play and picnicking
- improved drainage at wet areas

3 MINORU LAKE HOUSE & PLAZA
- new lake hub featuring restrooms, cafe/concession, and covered seating overlooking the water
- existing lawn bowling greens remain with an updated clubhouse building (final design/location TBC)
- central entry plaza connected to gollner ave

4a CHAPEL (PIERREFONDS) GARDENS
- existing gardens with enhanced connectivity to the lakes

4b GATEWAY ENTRANCE
- new connection featuring art elements that guides visitors between the central community hub and the gateway theatre
- enhanced existing drop-off and limousine lane enhanced with feature paving, lighting, and existing large trees

4c GATEWAY PARKING
- north parking lot reduced to enhance adjacent park space
- south parking lot expanded to provide a net gain of parking for the area

5a RENEWED CANAL
- enhanced canal banks with regrading/ realignment to improve slope and new vegetation
- feature seating areas with stone seat steps overlooking canal
- more canal crossing points of varied scales, from feature bridges to smaller, unique crossings
- interpretive components about canal function at inlet/outlet points

5b FUTURE EAST GATEWAY
- new plaza created during future neighbourhood redevelopment
- integrated with canal

ACTIVE LIVING DISTRICT

6a CENTRAL COMMUNITY HUB
- feature plaza with washrooms, varied seating, art features, casual gathering space, and wayfinding
- close proximity to the adventure playground, picnic zone, athletic fields, and fitness loop
- potential small concession or coffee shop

6b YOUTH ZONE
- basketball, skateboard, and table activities, casual seating, and covered spaces integrated within central community hub

6c THE FAMILY/GROUP PICNIC ZONE
- large lawn areas with amenities for group or individual picnics
- multiple covered picnic spaces and unique seating areas that are adaptable to large gatherings and smaller casual use
- open lawn space for informal recreation and play

6d FITNESS LOOP
- workout stations placed along a looped pathway network with distance markers

6e ADVENTURE PLAYGROUND
- variety of exploratory features that encourage discovery, creativity, and fun
- potential for large feature sculpture

7 SHADE GROVE
- existing mature trees with winding pathways and picnic tables
- potential for heritage tree interpretation

8 ACTIVE LIVING HUB
- small building with restrooms, storage, caretaker's facility
- existing high jump re-oriented to improve circulation
- new treed areas with seating and art features
- potential small covered area for stretching, seating

9a TENNIS COURTS
- existing public tennis courts and Richmond Tennis Club to remain

9b WEST PARKING
- existing parking to remain in the near-to medium-term with improved egress to gilbert

10 CLEMENT TRACK AREA
- existing track and artificial turf field to remain
- enhanced perimeter including strengthened pathway connections, decorative fencing, and trees
- grandstand enhancements through art elements or long-term replacement

ARTS & CULTURE DISTRICT

11a EAST GATE
- inviting multi-use major park entry with tree allée, art elements, rolling/ walking route
- existing parking relocated, service access only, "back of house" arena activities improved/screened to enhance entry experience

11b PEDESTRIAN & ART ALLEY
- lane closed to vehicle traffic and space transformed to walking/rolling lane with art features

12a ARTS & CULTURE HUB
- redeveloped plaza with enhanced paving, seating, lighting, and arts components
- supports events at the covered activity space

12b ARTS & CULTURE ACTIVITY SPACE
- covered stage with sound and power, oriented for use on all sides
- designed for hosting a range of event sizes from large community events and festivals to outdoor classes and activities

12c GRANVILLE GATE
- inviting and intriguing entry from granville
- plaza space with seating in and around existing trees

13a SPECIAL STUDY AREA
- redevelopment of the existing minoru aquatics centre and minoru place activity centre sites with final configuration to be determined
- options being considered include:
  - flexible green park space; or
  - a civic facility with integrated parking

13b FUTURE PARKING LOOP
- long-term conversion to drop-off/ pick-up loop with short-term parking areas
- bus turn-around and parking
- central median with circulation and potential stormwater functions

14 GRANVILLE ART WALK
- widened walkway adjacent to granville
- welcoming park edge, trees, art display areas
- connects with the larger civic precinct art walk

Summary of Major Projects Completed at Minoru Park (2015–2025)

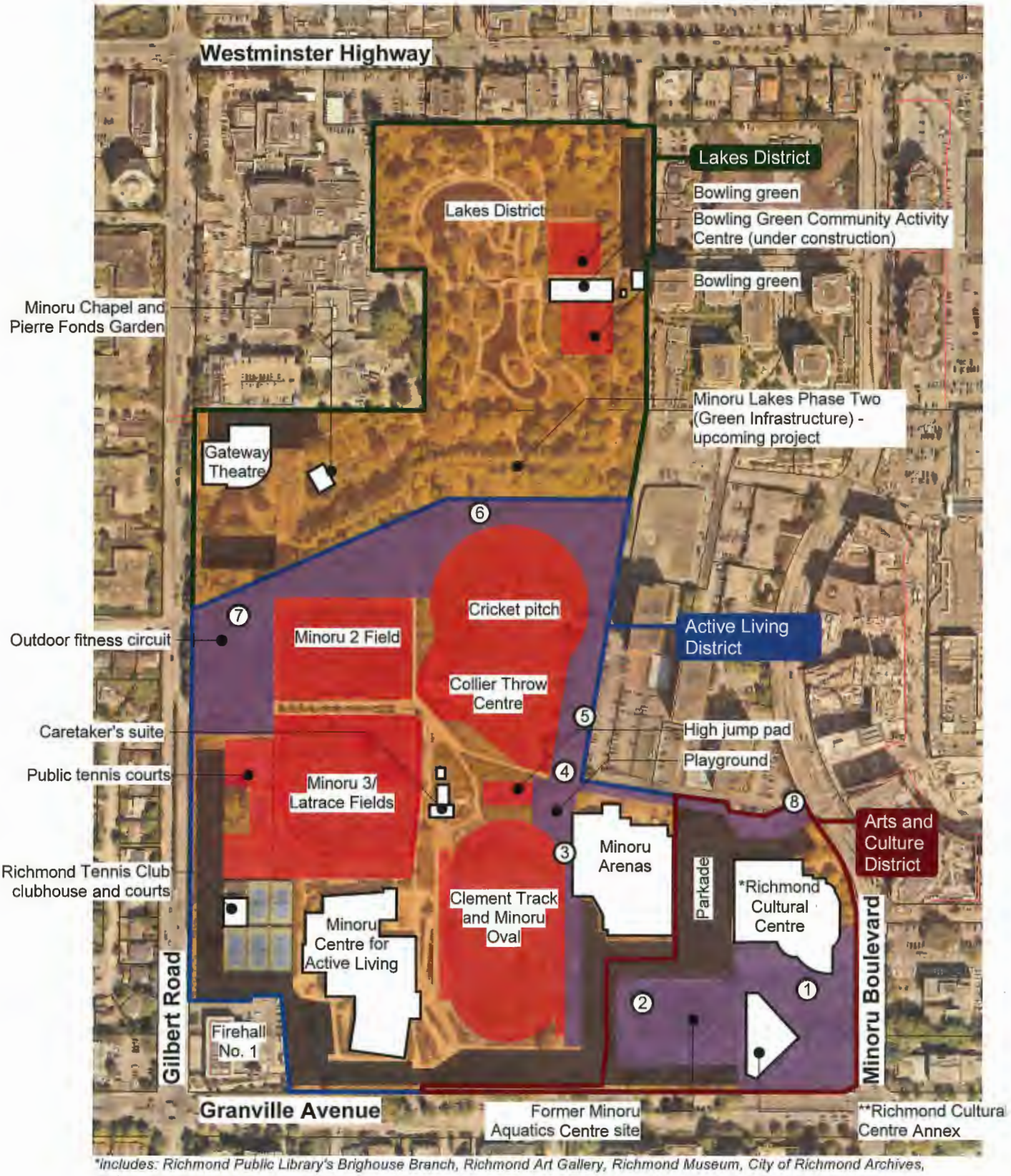
Completion Date	Project Name or Description
April 2015	Minoru 2 and Latrace (Minoru 3) Fields
February 2016 and 2018	Minoru Chapel Repairs and Upgrades 2016: Crawl space structural upgrade, washroom renovation, accessible ramp installation and landscaping. 2018: Rehabilitation of exterior siding and interior flooring.
March 2019	Minoru Centre for Active Living – Minoru Centre (Seniors Programs)
August 2019	Clement Track Resurfacing
January 2020	Minoru Centre for Active Living – Fitness Centre
March 2020	Clement Track artist-designed fence
September 2020	Minoru Oval artificial turf replacement
September 2020	Minoru Centre for Active Living – Aquatics Centre
June 2022	Demolition of the Minoru Aquatics Centre and conversion of the site to green space
May 2023	Minoru Lakes Renewal (Minoru Park – Lakes District)
January 2024	Richmond Cultural Centre Annex (renovation and conversion of the former Minoru Activity Centre)
Currently under construction. Building opening expected Winter 2025.	Bowling Green Community Activity Centre
Anticipated fall 2025 construction start and spring 2026 completion.	Minoru Lakes Phase Two (Minoru Park Green Infrastructure)

Note: This table highlights major changes and does not include several smaller-scale, yet meaningful, ongoing improvements related to park services, public art, infrastructure, and facility upgrades.

Summary of Development Growth Around Minoru Park (2022–2025)

(Within a 400-metre radius of Minoru Park; completed or under construction)

Status	Project Name and Approximate Distance from Minoru Park	Civic Address	Number of Units
2022 completion	**Prima** • 14-minute walk	6883 Buswell Street	101
2022 completion	**Cascade City** • 15-minute walk	5776 Gilbert Road	271
2022 completion	**Paramount** • 15-minute walk	6320 No. 3 Road	560
2023 completion	**One Park** • 15-minute walk	8119 Park Road	354
First phase nearing completion Phase Two completion currently unknown	**Richmond Centre Redevelopment** • 5-minute walk	6551 No. 3 Road	1,166 (Phase One) 1,330 (Phase Two)
Currently under construction	**Park Residences II** • 3-minute walk	6333 Mah Bing Street	232



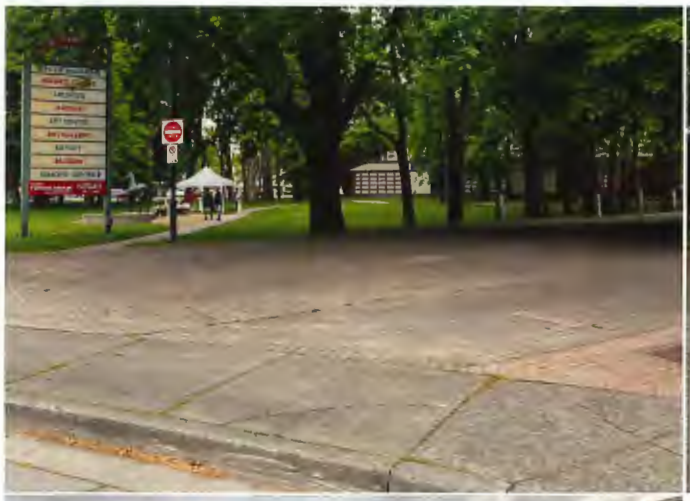
*includes: Richmond Public Library's Brighouse Branch, Richmond Art Gallery, Richmond Museum, City of Richmond Archives, Richmond Arts Centre Studios, Performance Hall

**includes: Richmond Arts Centre Studios, Media Lab, Richmond Museum's History Lab

Legend

- Renewed Minoru Park Vision Plan Proposed Preliminary Scope of Work - focal park areas
- Renewed Minoru Park Vision Plan Proposed Preliminary Scope of Work - connectivity improvements
- Active sport amenities to be analyzed as part of the Sport Courts and Fields Strategy
- Parking areas to be analyzed as part of parking study

8073338



1

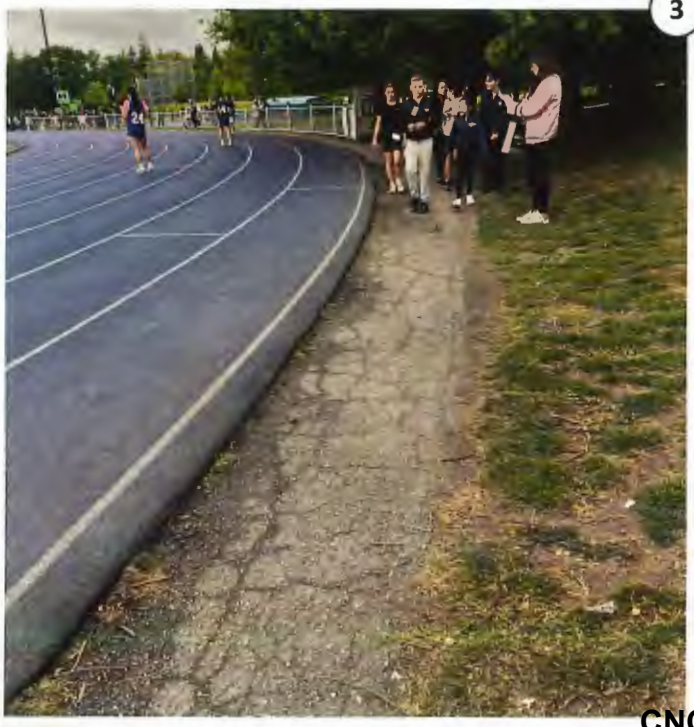




2



3



Legend:

1. Photos of the site entry along Minoru Boulevard at the Richmond Cultural Centre plaza.
2. Photo of the former Minoru Aquatic Centre site that was converted to lawn, trees and pathways.
3. Photo of the existing pathway along the east side of Clement Track.





4



5



6





7

Legend:

4 Photos of the playground.

5 Photo of the pathway along the east side of the site.

6 Photo of the treed area north of the cricket pitch.

7 Photos of the outdoor fitness equipment.



Legend:

8 Photo of the site entry at Minoru Boulevard and Park Road.

City of Richmond

Report to Committee

To:	General Purposes Committee	**Date:**	July 10, 2025
From:	Lloyd Bie, P.Eng. Director, Transportation	**File:**	10-6500-04/2025-Vol 01
Re:	**Moray Bridge Replacement Planning Study Update**		

Staff Recommendation

That the comments as described in the staff report titled "Moray Bridge Replacement Planning Study Update" dated July 10, 2025, from the Director, Transportation, be endorsed and forwarded to the Ministry of Transportation and Transit.

for
Lloyd Bie, P.Eng.
Director, Transportation
(604-276-4131)

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Intergovernmental Relations & Protocol Unit	☑	Roland Zwaag
Real Estate Services	☑	
Policy Planning	☑	
Development Applications	☑	
Engineering	☑	
SENIOR STAFF REPORT REVIEW	**INITIALS:**	**APPROVED BY CAO**
	LB	

Staff Report

Origin

In 2022, City Council endorsed the Ministry of Transportation and Transit's (MoTT's) submission of the Moray Bridge Planning Study (the "Planning Study") for funding consideration through the Government of Canada's National Trade Corridors Fund. MoTT was successful in their application and commenced the planning study in 2023. The Federal government grant requires the study to be completed by the end of 2025.

MoTT has developed various bridge crossing options and long-term strategies to improve traffic performance along the Bridgeport Road and Sea Island Way corridors that connect Highway 99 to Sea Island and is seeking feedback. A Memo to Council distributed on May 21, 2025, provided a status update of the Moray Bridge Planning study along with staff comments provided to MoTT.

At the June 16, 2025, General Purposes Committee meeting, following a staff presentation, discussion ensued regarding the following additional information:

(i) A detailed report outlining the various bridge replacement and road network options;
(ii) The potential rationale for and concerns regarding MoTT's recommendation of closing the No. 4 Road exit from Highway 99;
(iii) The timeline of MoTT's planning study and next steps;
(iv) The improvement of lane utilization at Garden City Way with road network option 2;
(v) The jurisdiction of Highway 99, which staff advised falls under the authority of MoTT; and
(vi) The benefit of infrastructure such as flyovers.

This report addresses the request for additional information.

This report supports Council's Strategic Plan 2022-2026 Focus Area #2 Strategic and Sustainable Community Growth:

> *Strategic and sustainable growth that supports long-term community needs and a well-planned and prosperous city.*

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

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

Analysis

Planning Study Overview

The impetus for the Planning Study is the aging Moray Bridge, built in 1957 which is nearing the end of its service life.

Opening the swing bridge for marine traffic causes congestion and delays for eastbound road users. Malfunctioning of the swing bridge equipment further undermines travel time reliability, adversely affecting traffic flow and goods movement.

The study identifies potential bridge replacement options and informs Provincial infrastructure investments. The options generated through this study are high-level and includes strategies to replacing the existing swing bridge and improving connectivity between Sea Island, YVR, and Highway 99 along Bridgeport Road and Sea Island Way (Figure 1).

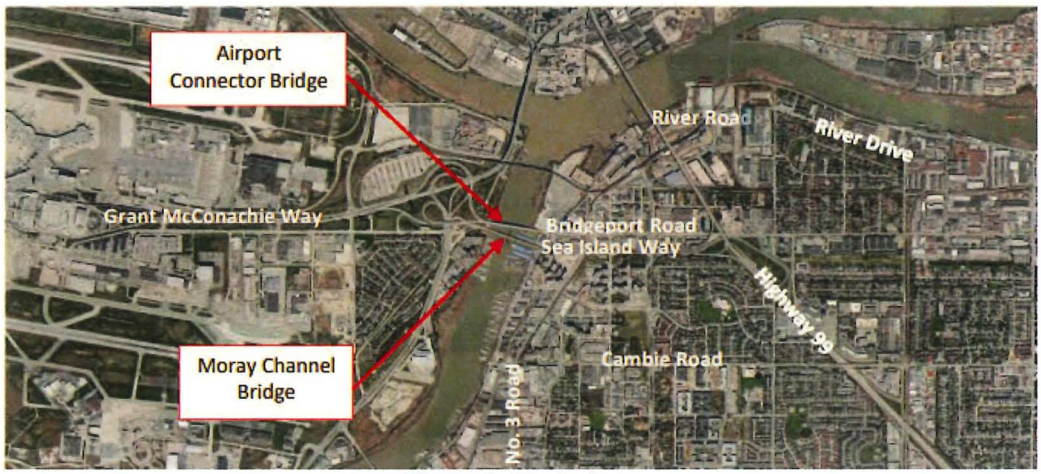


Figure 1: Study Area

Study Progress

The project began in 2023 with preliminary work to establish the study scope and identify opportunities for corridor improvements. The Planning Study is currently developing options for the new bridge alignment and strategies for road network improvements. More detailed technical work, including review of impacts and design development would need to be undertaken by MoTT prior to this project receiving funding.

Bridge replacement is the priority for MoTT; while road network options are longer term ideas in anticipation of future regional growth and goods movement along the Bridgeport and Sea Island Way corridors. MoTT has not provided any commitment to advance this process beyond the existing planning phase.

Opportunity to Advance City Objectives

The planning study provides opportunity for City interests related to the crossing and the surrounding road network to be identified at an early stage. Key opportunities for the City include:

- **Road Network:** Minimizing the impacts of regional traffic on City streets. The project also offers opportunities to enhance road safety, connectivity, traffic optimization, intersection modifications and upgrades to walking, cycling and transit facilities and other improvements contributing to a more attractive public realm.

- **Flood Protection:** Dike upgrades in accordance with the City's Dike Master Plan.
- **Middle Arm Greenway:** Expand the Middle Arm Greenway and improve the multi-use path under the bridge approaches linking Bridgeport Village with Capstan Village and other City Centre neighborhoods.
- **Area Development:** Support development as envisioned in the City Centre Area Plan and under the Province's Transit Oriented Areas (TOA) legislation (Bill 47), including higher density residential development in Capstan Village and The Oaks neighbourhood (in the West Cambie Area Plan).

Jurisdictional Boundary

Figure 2 highlights that the Moray Bridge and key roads in the study area are within the MoTT's jurisdiction.

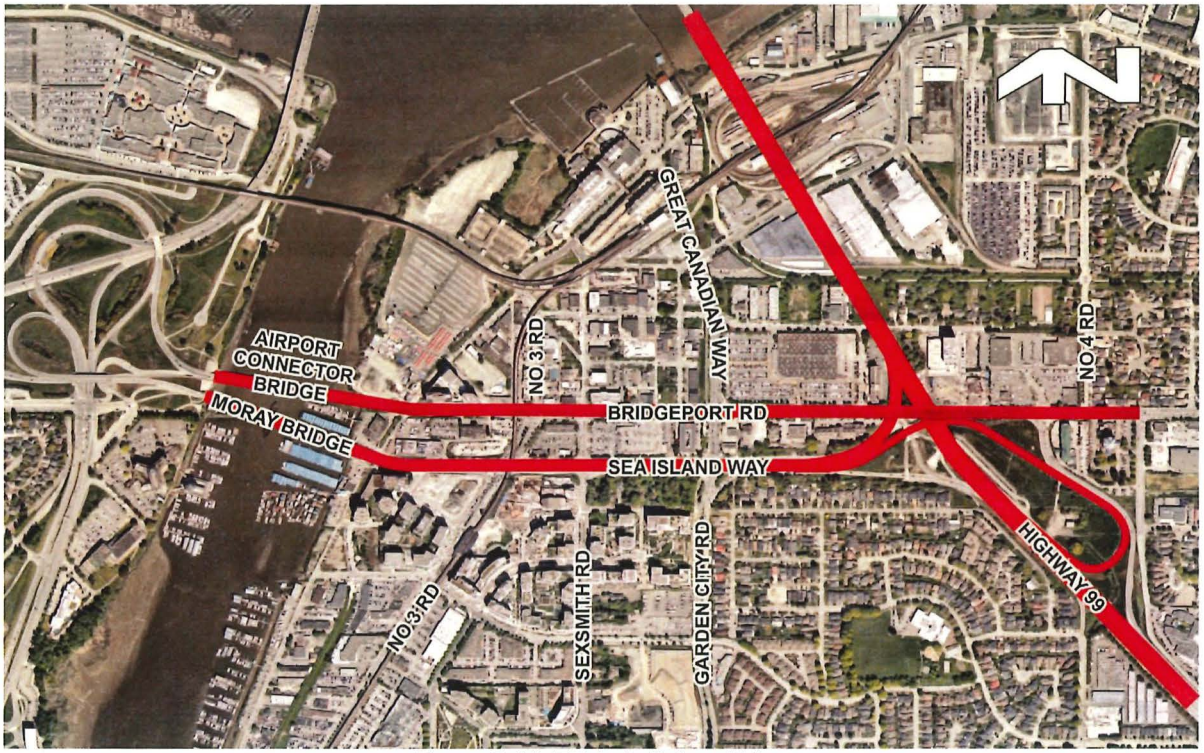


Figure 2: MoTT Jurisdictional Map

As some of the bridge options and road network ideas developed by MoTT within their jurisdiction will result in significant changes to the adjacent City road network, MoTT is seeking feedback on these options.

Proposed Options

MoTT has developed three bridge replacement options and three broader road network options and indicated that active transportation facilities will be incorporated into any future infrastructure.

As the bridge replacement is the priority for MoTT, the three bridge replacement options proposed can occur independent of any of the three proposed road network changes. A review of each bridge option and each road network option is described below.

Moray Channel Bridge Options

MoTT has proposed three alignment options to replace the existing swing bridge. All three alignments allow for traffic to be maintained on the existing bridge while a new structure is under construction. Figure 3 illustrates the three proposed bridge alignment options. Additional details of the options are required to confirm the future bridge design aligns with the City's objectives for flood protection and the cycling network.

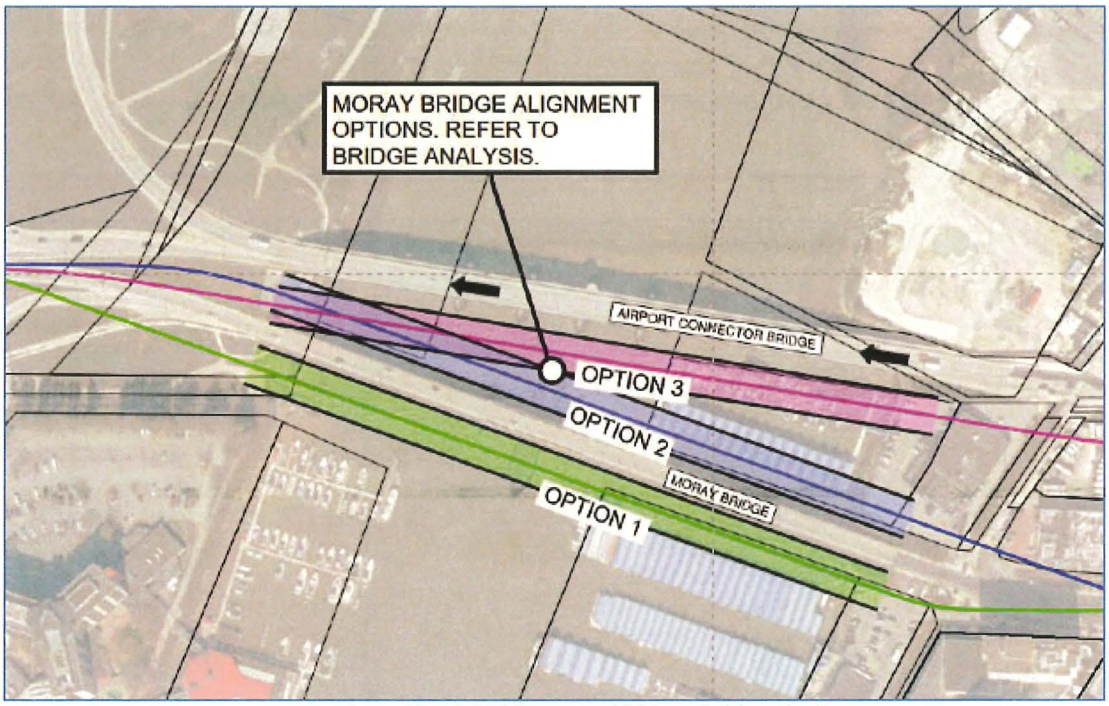


Figure 3: MoTT Proposed Moray Bridge Options

Bridge Option 1 – New Bridge South of Existing: This option will relocate traffic to the south of the existing bridge, moving it closer to existing residential and mixed use buildings. The connection to Sea Island Way for this option will be in a developed and physically constrained area, presenting geometric challenges and feasibility concerns. Accommodating this alignment option will likely have significant impacts on the developed area.

Bridge Option 2 – New Bridge North of Existing: This option addresses the alignment concerns of Option 1 and results in minimal road network adjustments to Sea Island Way.

Bridge Option 3 – New Bridge Aligned with Bridgeport Road: There are several properties that will be impacted by bridge alignment Option 3. As well, this option creates traffic operations and safety impacts with the introduction of an additional intersection on No. 3 Road between Sea Island Way and Bridgeport Road.

Recommended Comments on Bridge Options:

- Additional information and consideration of how the new Moray Bridge will impact public and development properties is required. Based on the conceptual options proposed by the MoTT for the new bridge alignment, Option 2 appears to minimize the property and road network impacts.
- The City's expectation is that the bridge will accommodate active transportation infrastructure in alignment with the City's Official Community and Cycling Network Plans.
- Any project for construction of the bridge structure by MoTT should accommodate and include construction of the adjacent dike in alignment with the City's Flood Protection Management Strategy and Dike Master Plan, and improvements to the Middle Arm Greenway (the multi-use path under the bridge approaches).

Highway 99 to No. 4 Road Exit Ramp

For all road network options, MoTT initially proposed the closure of the No. 4 Road exit from Highway 99 in order to eliminate the short weaving distance on Highway 99 between the Sea Island Way southbound on-ramp and the No. 4 Road off-ramp. Since the staff presentation at the June 16, 2025, General Purposes Committee meeting, MoTT has advised they are no longer pursuing closure of the No. 4 Road exit ramp.

Road Network Options - Sea Island Way and Bridgeport Road Corridors

MoTT has developed three preliminary concepts for potential road network changes along Bridgeport Road and Sea Island Way between Highway 99 and Sea Island.

All road network proposals include new alignments or modifications to existing City roads. While some changes are consistent with the City Centre Area Plan, the City should not bear the costs for road upgrades necessitated by the Ministry of Transportation and Infrastructure's (MoTT) project. MoTT has also identified bus priority areas on City streets that involve reducing general-purpose traffic lanes or eliminating street parking to accommodate these changes. Since all of MoTT's road network proposals will increase traffic on City streets, staff do not support measures that would reduce road capacity.

Review of Road Network Options

Road Option A – Turn restrictions to Existing Road Network: This option restricts turning movements to and from Bridgeport Road to improve westbound traffic flow on the Bridgeport Road corridor. Figure 4 illustrates the major road impacts associated with Road Option A.



Figure 4: Road Network Option A

The proposed turn restrictions will create circuitous detours for some routes that currently have no turn restrictions. The proposal removes direct connectivity for traffic south of Bridgeport Road to access the Airport or Vancouver via Bridgeport Road. Consequently, this option will lead to longer travel times for local traffic.

Road Option B – One-way System on Bridgeport Road and Sea Island Way: This option proposes a one-way couplet system with flyover that would convert Bridgeport Road to one-way westbound and Sea Island Way to one-way eastbound between Highway 99 and Sea Island. Figure 5 illustrates the major road impacts associated with Road Option B.



Figure 5: Road Network Option B

Staff's review indicates the road network does not provide the redundancy required to support a one-way couplet. The proposed one-way system will re-route and increases traffic on other City roads beyond their capacity. This option also proposes to close Gage Road at the Bridgeport Road intersection which will redistribute Costco traffic and intensify usage of other accesses.

Road Option B proposes two locations with grade separated flyovers, one at Sea Island Way westbound to Garden City Road southbound and one at Highway 99 northbound to Bridgeport Road westbound. Flyovers as illustrated in Figure 6 are elevated roadways that are grade separated bridges allowing one road to pass over another without intersecting at the same level. These are typically applied at interchange on/off ramps to highways.



Figure 6: Example of Grade-Separated Flyover

Transportation and urban design considerations of this type of road design include:

- The City Centre Area Plan envisions "complete streets" that serve all users—pedestrians, cyclists, transit, and vehicles and not grade-separated highway style facilities.
- The grade of the ramps being difficult for pedestrians and cyclists to navigate.
- Ramps encourage increased speed of traffic entering City streets.
- The space beneath the structure is often under-utilized, difficult to program or results in an area requiring crime prevention through design interventions.
- Greater property impacts and/or reduction in travel lanes to facilitate columns, abutments and tie-ins to at-grade roads.
- Can impact development potential and residential livability of adjacent properties.
- Visual impacts of the supporting infrastructure negatively impacts the public realm, noise and lighting.

Road Option C – Sea Island Way Regional Connector: This option prioritizes Sea Island Way for regional traffic (Figure 7). A full movement grade separated interchange is proposed at the Garden City Road and Sea Island Way intersection along with a flyover and turn restrictions at the Sexsmith Road and No. 3 Road intersections.



Figure 7: Road Network Option C

This option restricts access to and from No. 3 Road and Sexsmith Road and will concentrate vehicular traffic onto Garden City Road. The introduction of a grade separated major interchange

structure promotes high speeds along Sea Island Way and Garden City Road. The introduction of a major structure that bisects the City Centre area does not align with the urban design goals of the City Centre Area Plan.

Transportation and urban design considerations of an interchange located in City Centre include:

- The City Centre Area Plan envisions "complete streets" that serve all users—pedestrians, cyclists, transit, and vehicles and not highway style interchanges in the City Centre.
- Promotes high speeds and a major structure that bisects the City Centre area.
- Reduced pedestrian and cyclist connectivity due to grade changes.
- Encourages higher speeds along Sea Island Way due to the highway style design.
- Requires property impacts and/or reduction in travel lanes to facilitate design and tie-ins to at-grade roads.
- Can impact development potential, aesthetics and residential livability of adjacent properties.
- Visual impacts of the supporting infrastructure negatively impacts the public realm, noise and lighting.

Recommended Comments on Road Network Options: A summary of staff's recommended comments on the proposed road network options are:

- The City does not support any of the three road network options proposed by MoTT. The road network options proposed reduces connectivity within the City's road network and will further divide the City Centre area and impact residential livability. The options proposed do not align with the City's transportation and urban design goals and objectives. Additional options should be developed and reviewed, including the alternative road network option outlined below.
- The highway style infrastructure proposed creates a visual obstruction and additional traffic noise in City Centre.
- The City recommends that any road network changes contemplated by MoTT do not increase travel distance for local trips within Richmond or redistribute traffic onto City streets. Reduction in general purpose lanes on City streets for bus priority, cargo, etc. is also not supported.
- All road changes proposed by MoTT are to include multi-modal facilities that align with the City's existing and planned pedestrian and cycling network. North-south connectivity for all modes in the study area should be maintained or enhanced, including cycling connectivity to the Canada Line Bridge.
- Changes to MoTT road network, including upgrades to City roads to support changes to the regional infrastructure, is to be at no cost to the City.
- The City does not support shifting traffic closer to existing residential developments.
- Since the distribution of the Memo to Council in May 2025, the MoTT has advised the closure of the No. 4 Road exit from Highway 99 is no longer being contemplated. However, staff recommend the City does not support the closure preference of retaining the No. 4 Road exit to preserve network efficiency and minimize adverse impacts on local traffic be included in the City comments.

Alternative Road Network Option Proposal – Sea Island Way Corridor

Staff recommend that MoTT further investigate an alternative option that attempts to balance the needs of local and regional traffic. Figure 8 illustrates an option that concentrates the high-volume regional traffic on Sea Island Way with Bridgeport Road serving lower volume local traffic. This alternative option will improve traffic flow and reduce congestion with the provision of:

- An additional storage lane on the Highway 99 southbound on-ramp to improve Sea Island Way eastbound to Highway 99 southbound capacity.
- Additional Highway 99 southbound to Bridgeport Road eastbound off-ramp.
- Additional westbound Bridgeport Road to Sea Island Way connection at the Highway 99 interchange.
- Turning restrictions limited to Sea Island Way and Sexsmith Road to make the roadway easier to cross for pedestrians and cyclists.

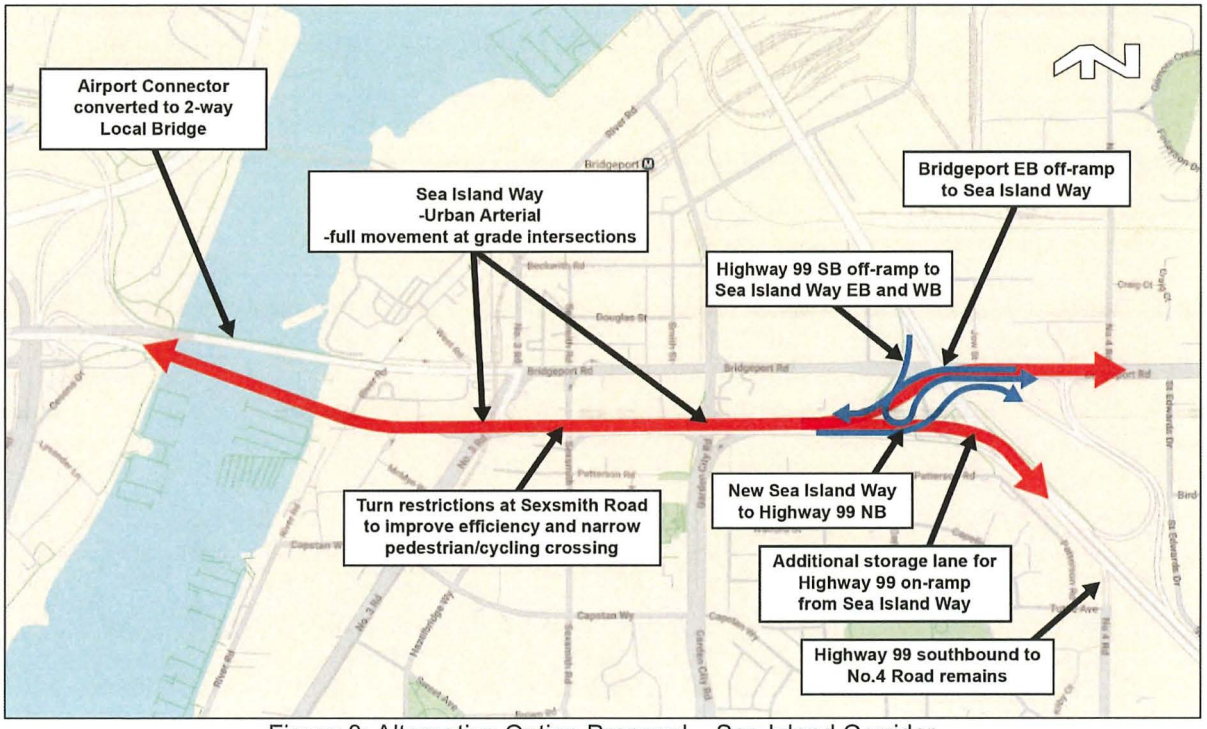


Figure 8: Alternative Option Proposal – Sea Island Corridor

This alternative option attempts to balances both Provincial and City transportation objectives. This alternative option better aligns with the City's mobility and urban design objectives and has the least amount of impact to adjacent properties.

This option proposes grade separated ramps to increase capacity, however, these are proposed near Highway 99, which is more appropriate than the ramps located within Richmond's City Centre.

Staff reviewed both Sea Island Way and Bridgeport Road as the primary regional corridor. Sea Island Way is more appropriate as the main thoroughfare for regional traffic between Highway 99

and YVR compared to Bridgeport Road as Sea Island Way has a significantly wider road dedication and will have less private property impacts.

Next Steps

MoTT advises that the options presented to date represent a point in time and will be refined based on further evaluation and the feedback received from the City. The next step of the planning study is a Multiple Accounts Evaluation (MAE) of the preferred options. Staff have previously provided the above-mentioned comments to the MoTT along with requests for:

- A schedule of the bridge replacement and the broader road network improvements.
- The results of a comprehensive traffic study for all options to the City for review and Council endorsement.
- A plan for public consultation and associated timeline.

Staff recommend that the City provide a letter to MoTT outlining the following comments on the bridge and road network options as described in this report:

	Summary of Comments
General Project	• The replacement of the existing swing bridge is the City's priority. Further assessments of options are required before any road network changes are considered. • A schedule of the bridge replacement and the broader road network improvements is requested. • The results of a comprehensive traffic study for all options be submitted to the City for review and Council endorsement. • A plan for public consultation be provided. • Any options developed by MoTT should be independent of the City's road network and not require the City to incur any costs to change its road network as a result. • Any future refinements or new options developed by MoTT are to be consistent with these City comments.
Bridge Alignment Options	• Bridge Option 2 is preferred for further study as it minimizes City impacts. • Active transportation is to be incorporated in the bridge design and aligned with the City's Official Community and Cycling Network Plans. • Additional information on the technical feasibility of each bridge option in the context of the existing site conditions is required. • Construction of a new bridge and demolition of the existing bridge must be designed to accommodate dike infrastructure in alignment with the City's Flood Protection Management Strategy and Dike Master Plans and accommodate the Middle Arm Greenway, a multi-use pathway on top of the dike. Additional details demonstrating how pedestrians and cyclists can cross Sea Island Way and Bridgeport Road along River Road as identified in the Official Community Plan are required. • Any projects by MoTT for construction of a new bridge must include upgrade of the adjacent dike in alignment with the City's Flood Protection Management Strategy and the Middle Arm Greenway.
Road Network Options	• The City does not support closure of the Highway 99 exit ramp to No. 4 Road. • The City does not support any of the road network changes proposed for Bridgeport Road and Sea Island Way due to the adverse impacts on City

	streets, local traffic within Richmond and residential liveability. • Grade separated major infrastructure roads (flyovers or interchanges) in the City Centre are not supported. Grade separation is appropriate for ramps to and from the Highway 99 corridor. • Any improvement warranted to city roads at no cost to the City. • The City requests MoTT provide additional information on roadway changes on Sea Island. • Any options developed by MoTT should not significantly increase travel distance for local trips within Richmond and minimize redistribution of traffic on City streets. • Reduction of general purpose lanes on City streets (e.g. for bus and cargo priority) is not supported. • All road changes proposed by MoTT are to include multi-modal facilities that align with the City's existing and planned pedestrian and cycling networks. North-south connectivity for all modes in the study area to be a key consideration, including cycling connectivity to the Canada Line Bridge. • The City's alternate corridor improvement option is to be further reviewed, and the results of the assessment provided to the City.

The Moray Bridge Replacement Planning Study is anticipated to be completed in Winter 2025.

Financial Impact

None.

Conclusion

The Ministry of Transportation and Transit is conducting a planning study for the Moray Bridge Replacement and is requesting comments on options for a new bridge alignment as well as potential corridor changes for Bridgeport and Sea Island Way. The City's participation in the study helps leverage opportunities to advance City priorities and protect the City's interests. Staff will continue participating in MoTT's planning study and provide feedback on option refinements that align with City interests, along with the recommended City comments presented in this report.

The Planning Study will inform future Provincial infrastructure investments; however, timing and phasing are dependent on funding availability. There is no commitment by MoTT for future phases of work or funding.

Sonali Hingorani, P.Eng.
Manager, Transportation Planning and New Mobility
(604-276-4049)

SH:ck

City of Richmond

Report to Committee

To:	General Purposes Committee	**Date:**	June 25, 2025
From:	Peter Russell Director, Housing	**File:**	08-4057-05/2025-Vol 01
Re:	**Referral Response: Establishment of the Low-End Market Rental Parking, Tenant Asset and Income Exceedance Policy**		

Staff Recommendations

1. That the Low-End Market Rental Parking, Tenant Asset and Income Exceedance Council Policy, as outlined in the report titled "Referral Response: Establishment of the Low-End Market Rental Parking, Tenant Asset and Income Exceedance Policy", dated June 25, 2025, from the Director, Housing, be approved; and

2. That the terms used to enable the owner of Low-End Market Rental units to charge tenants for parking and to set an asset test limit for tenants be used in housing agreements for any conditionally approved rezoning applications, being those for which a zoning amendment bylaw has been given third reading and an associated housing agreement has yet to be executed as of July 28, 2025, notwithstanding the terms of any executed rezoning considerations letter.

Peter Russell
Director, Housing
(604-276-4130)

Att. 4

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF DEPUTY CAO**
Transportation	☑	
Law	☑	
Policy Planning	☑	
Development Applications	☑	
SENIOR STAFF REPORT REVIEW	**INITIALS:** CJ	**APPROVED BY CAO**

Staff Report

Origin

At the April 28, 2025, City Council meeting, staff were directed to draft a policy that would provide for exceptions in instances of temporary income exceedances for tenants of Low-End Market Rental (LEMR) units. The following referral motion was passed:

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

In addition, at the May 5, 2025, General Purposes Committee meeting, the following referral motion was passed:

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

Building on these referrals, and as follow up on the commitment of staff to review the possibility of incorporating asset testing into future housing agreements, staff are proposing a new Council Policy. The Policy would recognize within the framework of the City's LEMR Program, the ability to charge tenants for the use of parking, to establish limits on the amount of any assets held by a LEMR tenant when qualifying for housing, and to recognize factors that may warrant an exemption from the City's enforcement of a limited income threshold exceedance. It is estimated that the Policy will evolve over time to include similar operational aspects of the LEMR Program.

This report supports Council's Strategic Plan 2022–2026 Focus Area #2 Strategic and Sustainable Community Growth:

> *Strategic and sustainable growth that supports long-term community needs and a well-planned and prosperous city.*
>
> *2.2 Develop and implement innovative and proactive solutions that encourage a range of housing options and prioritize affordability.*

Analysis

Since the inception of the LEMR Program in 2007, changes have been made to ensure it remains sustainable and continues to serve those in need of affordable housing. The LEMR Program is designed to support low- and moderate-income households with a focus on serving priority groups as identified in Richmond's Affordable Housing Strategy 2017–2027 (AHS) (Attachment 1). These groups include families, seniors, students and persons with disabilities. As of March 2025, 625 LEMR homes had been built and 812 LEMR homes were under construction or secured with conditional approvals.

Attachment 2 provides additional detail regarding rental rate changes and income thresholds underlying the LEMR Program. As the number of LEMR homes grows and the regulatory environment changes, modifications are needed to maintain the integrity and long-term viability of the Program.

Housing Agreements and the Statutory Declaration Process

Housing agreements are used to ensure LEMR and non-market housing continues to serve target households. These agreements mainly define tenant eligibility and maximum rents. Depending on the year in which the housing agreement was created, rents and income thresholds were set with reference to BC Housing's Housing Income Limits (HILs), fixed rates originating from the 2017 AHS, or rates now benchmarked against CMHC average market rents for Richmond. The statutory declaration process brings integrity to the Program by serving an important verification role. The process requires that LEMR unit owners or operators confirm compliance with the terms of a housing agreement by providing information on before-tax household income, the rents being charged to the household, and by reporting any fees charged to tenants, some of which may be prohibited. Richmond has demonstrated leadership in its management of the LEMR Program, carrying out one of the most comprehensive statutory declaration processes in the Region.

Council Policy

A Council Policy presents the expectations of City Council as they relate to the implementation of a public program or service. The proposed Low-End Market Rental Parking, Tenant Asset and Income Exceedance Policy ('Policy'), included as Attachment 3, will complement the terms and conditions set out in housing agreements by providing further guidance on:

1. The ability of a LEMR home owner to charge a LEMR tenant(s) for the use of parking;
2. A recognition of the assets held by a LEMR tenant(s) when qualifying for affordable housing; and
3. The potential granting of a temporary exemption in a limited instance of income exceedance.

The Policy will provide additional transparency to the City's decision-making practices and increase accountability as it relates to managing the LEMR Program. The following sections further describe the three components of the Policy listed above.

Charging Fees for Parking Allocated to Low-End Market Rental Units

In December 2023, the Province amended the *Local Government Act* to stimulate the development of housing with a focus on areas well served by public transit. Amendments introduced through Bill 47 [Housing Statutes (Transit-Oriented Areas) Amendment Act], require that local governments designate Transit-Oriented Areas (TOA) as prescribed by regulation. Richmond's prescribed TOAs reflect a measured radius, being 800m, from five Canada Line SkyTrain stations.

Local governments are also now required to exempt residential uses within each TOA from the requirement to provide off-street vehicle parking, other than any accessible parking supply requirement. In June 2024, the City adopted bylaw amendments and passed a TOA Designation Bylaw, as required by the Province through Bill 47.

Supply of LEMR Units within Transit-Oriented Areas

The majority of built LEMR units are situated in TOA, shown in Attachment 4. LEMR units being proposed through in-stream applications are similarly concentrated in areas well served by transit. One of the primary objectives of the noted legislative reform is to prompt a transition away from private automobile use by removing residential parking supply requirements in TOA. Constraints on the ability of local governments to require parking in these areas has the potential to reduce development costs and improve the overall financial feasibility of building housing.

Comparing Richmond's Affordable Housing Parking Charges to Others in the Province

As detailed in the referral response report dated January 18, 2025, the cities of Burnaby, New Westminster, Port Moody, Surrey and the District of North Vancouver do not prohibit the owner of an affordable housing unit to charge tenants for parking. Further engagement with the cities of Victoria, Kelowna, West Kelowna, Prince George and Nanaimo confirmed that they too do not prohibit a parking charge. These cities also confirmed that their housing agreements do not place any limit on the amount that owners can charge tenants for parking.

Feedback from Non-Profit Housing Owners / Operators (NPHO)

Several non-profit LEMR homeowners and operators were consulted to determine whether a charge for parking is warranted. All of those consulted voiced their support for a charge, recognizing that such would help make operations more financially sustainable. The ability to charge the LEMR tenants for parking would allow the NPHO to reduce overall operating expenses. One NPHO mentioned that the ability to charge for parking would allow them to reinvest more into building improvements and support services, both of which would directly benefit tenants.

There are several developments that contain LEMR units currently under construction and/or nearing completion. These projects are tied to executed housing agreements that do not allow LEMR tenants to be charged for parking. Any changes to City Policy and standard housing agreement terms allowing the owner of LEMR units to charge for parking would only apply to new housing agreements, or housing agreements for any conditionally approved rezoning applications, being those for which a zoning amendment bylaw has been given third reading and an associated housing agreement has yet to be executed as of July 28, 2025. For developments with existing housing agreements that have been approved by bylaw, the owners could apply to the City to amend the agreement by bylaw to enable a charge for parking.

Proposed Parking Charge Policy

At the May 5, 2025, General Purposes Committee Meeting, concerns were expressed regarding permitting a market parking rate for tenants of LEMR homes, which at the time of this report is generally understood to be between $100 and $150 per month. It was also conveyed that rates

should be set at below current market levels, one that would be locked in and subject to review in the future. Staff recommend that the Low-End Market Rental Parking, Tenant Asset and Income Exceedance Policy, outline a parking charge rate that would apply to parking stalls allocated to tenants of LEMR homes at a set rate of $100 per month inside TOA and $75 per month outside of TOA. This below-market rate would ensure LEMR homes remain affordable for low- and moderate-income households, while also providing some level of access to parking for those households with a vehicle. The monthly parking charge rate would be fixed, with no adjustment for CPI or RTA.

The parking rate may be reviewed every three years by the Director, Housing to determine its ongoing suitability, unless otherwise determined necessary. If the Director determines that the parking charge is no longer suitable, then a recommendation to change the charge will be brought forward to Council for consideration. A parking charge for accessible parking spaces allocated to LEMR homes would be prohibited, and compliance would be achieved through the City's statutory declaration process. For existing tenancies, a parking charge could only apply at unit turnover with a new tenancy agreement and subject to the charge being enabled within a new or amended housing agreement.

Asset Limits for Tenants of Low-End Market Rental Homes

An asset limit can be used to complement the income threshold which defines eligibility for a LEMR home. Without an asset limit, a household with a large amount of wealth and low income could qualify for a LEMR home, going against the intent of the LEMR Program. Establishing an asset limit would support the allocation of LEMR homes to households with lower levels of savings and may enable such households to save for housing made available in the private market.

Comparison of Asset Limits

Many of the homes operated by Non-Profit Operators (NPOs) use the asset limit applicable to BC Housing's Housing Registry, which is $100,000. In consulting with other cities in the Region, it is understood that where an asset limit has been defined, it has been similarly set at $100,000. Metro Vancouver Housing Corporation (MVHC) has also set the asset limit at $100,000; this is applied to the household and is not a per-person limit. NPOs have asset test limits set above, or in some cases, below $100,000; however, these limits are inconsistent and often set to align with the individual mandate of each NPO. For example, the Richmond Kiwanis Housing Society has a household asset limit of $350,000 for tenants who wish to apply for Richmond Centre Tower G, which may account for low-income seniors using savings for living expenses and the CRA requirement that seniors withdraw their RRSPs at 71.

Proposed Limit and the Assets Considered within the Policy

As outlined in the attached draft Council Policy, staff are recommending that the asset limit tied to LEMR homes to be set at less than $100,000 per household.
Terms will be added to the City's standard housing agreement to recognize this limit and to reference the Council Policy. Tenants will be required to provide proof of assets as part of the statutory declaration process and priority will be given to those households with lower assets when vetting new tenants. Similarly to parking charges, the asset limit may be reviewed every

three years by the Director, Housing, to determine its ongoing suitability, unless otherwise determined necessary. If the Director determines that the asset limit is no longer suitable, then a recommendation to change the limit will be brought forward to Council for consideration.

For existing tenancies, the asset limit may only apply at unit turnover with a new tenancy agreement and subject to the change being enabled within a new or amended housing agreement. Where a developer believes there is a reasonable and demonstrable need for a higher asset limit for their LEMR homes, for example, for purpose-built seniors housing, they may apply to Council for an increase to the limit when negotiating the housing agreement for their development. Council may approve or reject any increase application.

Assets that are **included** in the limit calculation include:

- Stocks, bonds, term deposits, mutual funds and cash;
- Business equity in a private incorporated company including cash, GICs, bonds, stocks or real estate; and
- Real estate equity, net of debt.

Assets that are **excluded** from limit calculation include, based on staff research:

- Registered Education Savings Plans (RESPs), Registered Retirement Saving Plans (RRSPs), Registered Disability Savings Plans (RDSPs), and Registered Retirement Income Funds (RRIF);
- Trade and business tools essential to continue currently active employment, such as farm equipment, specialized tools and vehicles;
- Personal effects;
- Bursaries or scholarships from educational institutions for any household member that is a current student; and
- Assets derived from compensatory packages from any government, for example Indian Residential School Settlements and Japanese Canadian Redress.

Establishing an asset limit of $100,000 in line with BC Housing will allow for consistency across other affordable housing providers throughout Richmond. A consistent limit ensures that Richmond residents experience the same asset limit should they wish to apply for housing on the BC Housing Registry, through MVHC, or the LEMR Program, as residents often apply for all of these during their search for housing. Consistency in Program requirements are helpful, as residents often struggle to navigate the affordable housing landscape, as the tenant requirements often vary from each provider or building.

Considerations for Income Exceedances

Tenants in LEMR or non-market rental homes are often in core housing need, paying at least 30% of their gross income on shelter costs, or even extreme core housing need, spending over 50% of their income on these costs. Over the course of the last four statutory declaration processes, there have been instances of income exceedances, which may result in existing tenants needing to vacate their LEMR homes. Given the limited affordable housing options in

Richmond, it is possible that these residents would enter into core or extreme core housing need should they need to find housing at market rates. Based on these limited housing options, there may be a basis to support some form of consideration for a short-term income exceedance.

Through the statutory declaration process, the following reasons underlying gross household income exceedance have been identified:

- the receipt of back payments from the Canada Revenue Agency for retirement income;
- the receipt of benefits and payments similar to the CERB benefit;
- income from a student in the household taking on a temporary co-op position;
- income of a live-in caregiver or adult supporting a senior who lives on a fixed income;
- cyclical contract work; and
- the receipt of vacation time payout.

Proposed Council Policy for Instances of Income Exceedances

Staff recommend a Council Policy that details the following considerations to be had in determining whether or not to grant an exemption to instances of gross household income exceedance:

1. The basis for the income exceedance demonstrates that it is limited and unlikely to reoccur;
2. The income exceedance has not occurred in the two years preceding the year of default; and
3. The extent of the exceedance is limited to no more than 10% of the income threshold applicable to LEMR and non-market rental homes.

The proposed considerations recognize unique circumstances, while also providing clear direction for when enforcing against defaults. Having the considerations spelled out in the proposed Council Policy also serves to enhance transparency by setting clear expectations.

Financial Impact

None.

Conclusion

The Low-End Market Rental Parking, Tenant Asset and Income Exceedance Policy will help ensure priority groups continue to be well served by the LEMR Program.
The Policy will improve the transparency of decision-making associated with the statutory declaration process and provide greater clarity to LEMR homeowners and tenants. As the LEMR Program continues to evolve, staff commit to an ongoing review of dynamic elements of the Program to ensure it remains a viable means of delivering affordable housing to the community. This report recommends that Council approve the proposed Low-End Market Rental Parking, Tenant Asset and Income Exceedance Policy.

Greg Newman,
Manager of Affordable Housing
(604-204-8648)

Rene Tardif,
Planner 2, Affordable Housing
(604-247-4648)

Att. 1: Priority Groups Served by the LEMR Program
2: Overview of the LEMR Program
3: Low-End Market Rental Parking, Tenant Asset and Income Exceedance Policy
4: Map of Transit-Oriented Areas

Attachment 1

Priority Groups Served by the LEMR Program

Priority Groups	Identified Housing Gaps*
Families, including lone-parent families, families with children, and multigenerational families.	▪ Family-friendly 2-3 bedroom units ▪ Low-end of market rental housing ▪ Purpose built rental housing
Low and moderate income earners, including seniors, families, singles, couples, students, and persons with disabilities.	▪ Low-end of market rental housing ▪ Purpose built rental housing
Persons with disabilities.	▪ Accessible, Adaptable, and Visitable Housing ▪ Low-end of market rental housing
Low- and moderate-income seniors.	▪ Low-end of market rental housing
Vulnerable populations, including households on fixed incomes, persons experiencing homelessness, women and children experiencing family violence, individuals with mental health/addiction issues, and indigenous people	▪ Low-barrier housing* ▪ No-barrier housing* ▪ Non-market housing for singles, couples, & families

Overview of the LEMR Program

The LEMR Program has evolved since it was launched in 2007. Housing agreements used to secure LEMR units under the 2007 AHS used BC Housing's Household Income Limits (HILs) to define tenant eligibility. Maximum rents were set at 30% of these HILs, divided by twelve (months), upholding affordability for low- and moderate-income households (see Table 1).

Table 1: Household Income Limits and Maximum Rents Under BC Housing's HILs

	BC Housing's 2023 Household Income Limit	Maximum Permitted Rent[1]
Studio	$58,000	$1,450
1 Bedroom	$58,000	$1,450
2 Bedroom	$72,000	$1,800
3 Bedroom	$86,000	$2,150

[1] The noted maximum permitted rents are those that would be applicable at the time of any new LEMR unit tenancy. Rents applicable to existing tenants would be linked to the HIL that existed at the time of initial unit occupancy with annual rent adjustments as permitted under the *Residential Tenancy Act*. The rents shown in Table 1 have been adjusted based on increases in the Consumer Price Index.

In 2017, Council amended the framework of its LEMR Program. Maximum rents were set at 10% below the Canada Mortgage and Housing Corporation's (CMHC) 2016 average market rents for the City of Richmond and income thresholds were set at 10% below BC Housing's 2016 HILs applicable to the Vancouver Planning Area. Until 2024, maximum rents and income thresholds remained fixed save for modest inflationary adjustments based on Consumer Price Index (CPI) rate increases.

In 2024, Council endorsed changes to the LEMR Program by setting maximum rents at 10% below CMHC average market rents for Richmond. This new benchmark allows annual adjustments to rents for new LEMR unit tenancies with rents applicable to existing tenancies being increased as permitted under the *Residential Tenancy Act*. Income thresholds are defined by multiplying the maximum rent by 12 (months) and then dividing the sum by 0.30, resulting in annual rents being 30% of the defined income threshold. Table 2 outlines the LEMR rent rates and income thresholds that would apply to tenancies starting in 2025.

Table 2: Household Income Limits and Maximum Rents Under Richmond's LEMR Program

	2024 CMHC Market Avg. (Richmond)	Max. Permitted LEMR Rent (90% of CMHC Market Avg.)	Housing Income Threshold
Studio	$1,451	$1,306	$52,240
1 Bedroom	$1,724	$1,552	$62,080
2 Bedroom	$2,127	$1,914	$76,560
3 Bedroom	$2,238	$2,014	$80,560

City of Richmond

Policy Manual

Page 1 of 4	**Low-End Market Rental Parking, Tenant Asset and Income Exceedance Policy**	**Policy <policy no.>**
	Adopted by Council: <date>	

POLICY <POLICY NO.> :

PURPOSE:

The purpose of this policy is to:

a) Maintain the integrity of the Low-End Market Rental (LEMR) Program;
b) Provide transparency of decision-making;
c) Increase accountability;
d) Ensure LEMR homes continue to be occupied by low to middle-income households; and
e) Ensure that LEMR Program remains sustainable.

APPLICATION:

This policy applies to all owners, operators and tenants of LEMR homes.

1. CHARGING FEES FOR PARKING ALLOCATED TO LEMR HOMES

1.1 LEMR home owners will be permitted to charge LEMR tenant(s) for the use of parking subject to the following:

(a) Parking charge for LEMR homes within Transit-Oriented Areas (TOA)

(i) Fixed rate parking charge of **$100.00 per month** with no adjustment for CPI or RTA.

(b) Parking charge for LEMR homes outside of Transit-Oriented Areas (TOA)

(i) Fixed rate parking charge of **$75.00 per month** with no adjustment for CPI or RTA.

(c) A parking charge for accessible parking spaces allocated to LEMR homes or LEMR tenants is **prohibited.**

(d) A parking charge may only apply to those LEMR homes with housing agreements that contain a clause permitting a charge for parking.

(e) For any LEMR home with an existing tenant(s) as of the date of this policy, no parking charge may apply until the LEMR home is leased to a new tenant under a new tenancy agreement.

(f) The parking charge rates outlined above may be reviewed every three years by Director, Housing to determine their suitability, unless otherwise determined necessary.

1.2 Compliance by LEMR owners with this policy will be confirmed as part of the City's LEMR statutory declaration process.

2. ASSET LIMIT FOR TENANTS OF LOW-END MARKET RENTAL HOUSING

2.1 All housing agreements for LEMR homes entered into after adoption of this policy will recognize the asset limit for eligible tenants as set out in this policy, and compliance with the asset limit will be confirmed when carrying out the LEMR statutory declaration process.

2.2 The asset limit for new eligible tenants of LEMR homes will be as follows:

(a) To be eligible for LEMR homes, tenants must have household assets less than $100,000 at the start of their tenancy.

(i) Private or non-profit owners of LEMR homes may set their own asset limit below $100,000.

(ii) Owners of LEMR homes may apply to Council for consideration of a higher asset limit at the time of negotiation of the applicable housing agreement, where the LEMR homes are seniors housing, or there is a reasonable and demonstrable need for a higher asset limit in respect of those LEMR homes. Approval of a higher asset limit for any development is within the sole discretion of Council.

(b) Priority will be given to households with the lower household assets.

(c) Tenants will be required to provide proof of assets as part of the City's statutory declaration process in accordance with any guide provided by or bulletins published by the City.

(d) Assets that are **included** in the limit calculation include:

(i) Stocks, bonds, term deposits, mutual funds and cash;

(ii) Business equity in a private incorporated company including cash, GICs, bonds, stocks or real estate; and

(iii) Real estate equity, net of debt.

(e) Assets that are **excluded** from limit calculation include:

(i) Registered Education Savings Plans (RESPs), Registered Retirement Saving Plans (RRSPs), Registered Disability Savings Plans (RDSPs), and Registered Retirement Income Funds (RRIF);

(ii) Trade and business tools essential to continue currently active employment, such as farm equipment, specialized tools and vehicles;

(iii) Personal effects;

(iv) Bursaries or scholarships from educational institutions for any household member that is a current student; and

(v) Assets derived from compensatory packages from any government, for example Indian Residential School Settlements and Japanese Canadian Redress.

2.3 The asset limit may be reviewed after three years time by Director, Housing to determine its ongoing suitability, unless otherwise determined necessary.

2.4 The asset limit may only apply to those LEMR homes subject to housing agreements that contain a clause permitting asset limits as tenant eligibility criteria.

2.5 For any LEMR home with existing tenant(s) as of the date of this policy, no asset limit may apply until the LEMR home is leased to a new tenant under a new tenancy agreement

3. CONSIDERATIONS FOR GRANTING EXEMPTIONS TO INSTANCES OF INCOME EXCEEDANCE FOR TENANTS OF LOW-END MARKET RENTAL HOUSING

3.1 Exemptions for instances of income exceedance by eligible tenants of LEMR homes will be considered based on the following factors:

(a) The basis for the income exceedance demonstrates that it is limited and unlikely to reoccur.

(i) Income exceedance is found to be limited in nature and the tenant has provided confirmation that it is unlikely to reoccur in future years.

(b) The income exceedance has not occurred in the two years preceding the year of default.

(i) When looking at three years of income information, it can be verified that in the two years preceding the year of default the tenant was within the income limit.

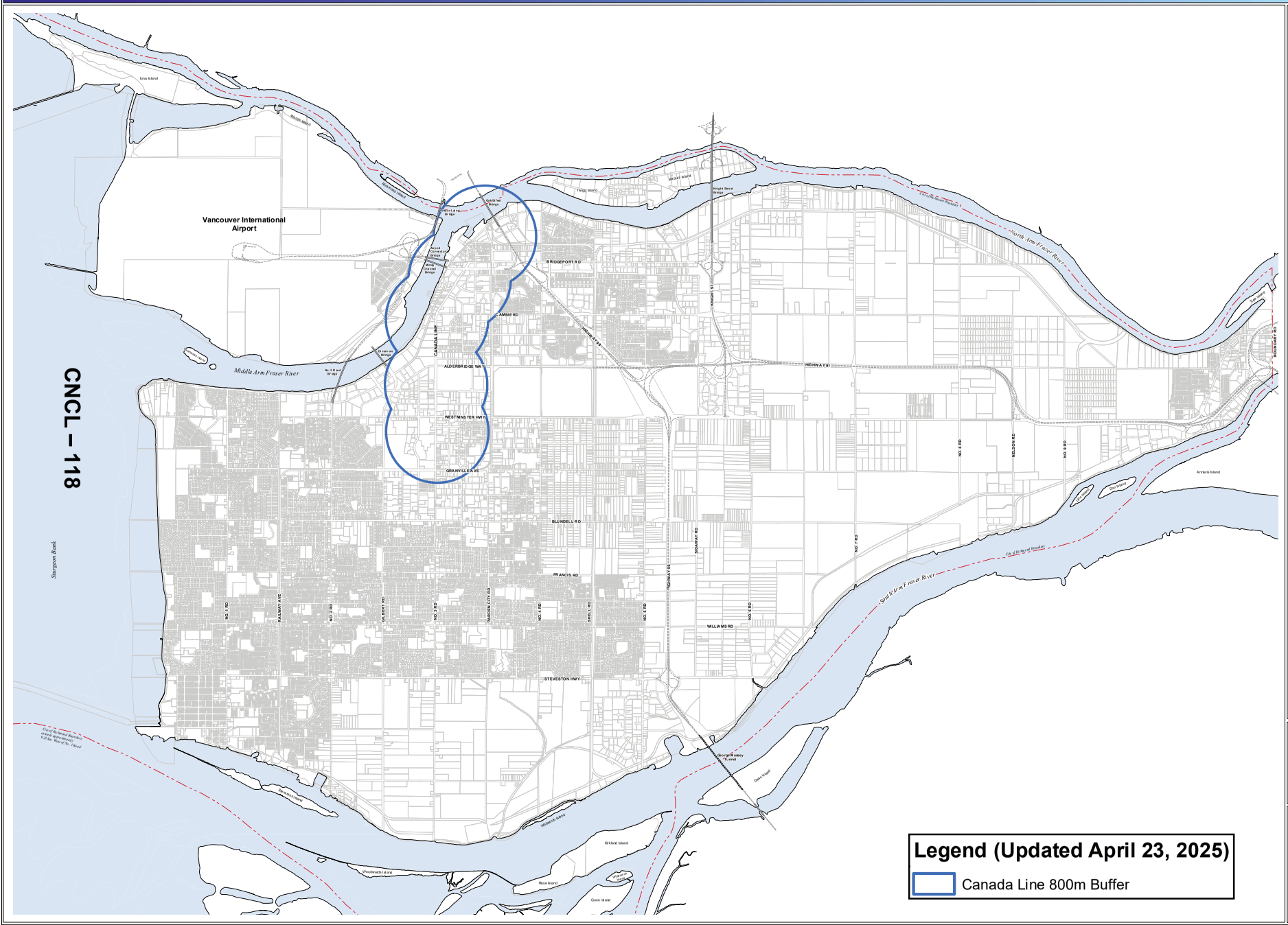
(c) The extent of the exceedance is limited to no more than 10% of the income threshold applicable to the LEMR home.

(i) The income exceedance is no greater than 10% of the maximum income threshold for the calendar year.

The purpose of this policy is to increase transparency and accountability in the LEMR Program. The policy will be reviewed periodically to ensure that integrity and long-term viability of the LEMR Program.

Attachment 4

Transit-Oriented Areas



CNCL – 118

Legend (Updated April 23, 2025)

Canada Line 800m Buffer

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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April 23, 2025

Prepared by Onkar Buttar

City of Richmond

Meters
0 500 1,000

City of Richmond

Report to Committee

To:	General Purposes Committee	**Date:**	June 25, 2025
From:	Peter Russell Director, Housing	**File:**	08-4057-05/2025-Vol 01
Re:	**Housing Priorities Grant Program Allocation**		

Staff Recommendations

1. That the proposed grant allocations for the Housing Priorities Grant Program, as outlined in the report titled "Housing Priorities Grant Program Allocation," dated June 25, 2025, from the Director, Housing, be approved, and that the following amounts be awarded:
   a) Sun Valley Rental Ltd.– $1,764,000
   b) 1166225 B.C. Ltd. – $1,003,000
   c) Aashyn No. 3 Road Development Ltd.– $108,000
   d) Richmond Kiwanis Senior Citizens Housing Society – $2,320,000
   e) BC Indigenous Housing Society – $4,160,000
2. That the Chief Administrative Officer and Deputy Chief Administrative Officer be authorized to negotiate and execute two Non-Profit Organization Stream 1A Grant Funding contribution agreements as set out in the grant allocation for the Housing Priorities Grant Program, and to negotiate and execute any amendments thereto and ancillary agreements;
3. That Development Cost Charges Waiver for Affordable Housing (6071 Azure Road) Bylaw No. 10695 be introduced and given first, second, and third readings;
4. That Development Cost Charges Waiver for Affordable Housing (8880 Cook Road) Bylaw No. 10696 be introduced and given first, second, and third readings; and
5. That Development Cost Charges Waiver for Affordable Housing (9000 No 3 Road) Bylaw No. 10697 be introduced and given first, second, and third readings.

Peter Russell
Director, Housing
(604-276-4130)

Att. 1

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF DEPUTY CAO**
Finance Department	☑	
Development Applications	☑	
Law	☑	
SENIOR STAFF REPORT REVIEW	**INITIALS:** CJ	**APPROVED BY CAO**

Staff Report

Origin

On November 25, 2024, Council approved a framework for a Housing Priorities Grant Program (Grant Program). The one-time $10 million Grants Program is one of several initiatives being advanced with $35.9 million in funding secured through the Canada Mortgage and Housing Corporation's (CMHC) Housing Accelerator Fund (HAF). This report presents a summary of applications received and recommends a funding package to enable and accelerate the delivery of affordable housing within Richmond.

This report supports Council's Strategic Plan 2022–2026 Focus Area #2 Strategic and Sustainable Community Growth:

> *Strategic and sustainable growth that supports long-term community needs and a well-planned and prosperous city.*
>
> *2.2 Develop and implement innovative and proactive solutions that encourage a range of housing options and prioritize affordability.*

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

> *Responsible financial management and efficient use of public resources to meet the needs of the community.*
>
> *4.4 Work with all levels of governments for grant and funding opportunities.*

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

> *Vibrant, resilient and active communities supported by a wide variety of opportunities to get involved, build relationships and access resources.*
>
> *6.4 Support vulnerable populations through collaborative and sustainable programs and services.*

The implementation of the Grant Program supports the objectives of the City's Affordable Housing Strategy (AHS) by:

- enabling for-profit home builders to overcome financial barriers to building affordable rental housing and in doing so expedite the delivery of such housing (Strategic Direction 2);
- helping to build capacity with non-profit organizations (NPOs) to develop, own, and manage affordable rental housing (Strategic Direction 3); and
- demonstrating to senior levels of government the ability of the City to leverage additional funding resources to increase the supply of affordable rental housing (Strategic Direction 5).

The City of Richmond's Interim Housing Needs Report (2024) highlights a pressing need to expand the supply of rental housing, particularly for households in extreme core housing need, being those spending more than 50% of their income on shelter costs. The proposed Grant Program allocations are intended to accelerate rental housing projects. By enabling the delivery of new rental units, the Program directly supports efforts to address persistently low vacancy rates and improve housing affordability.

Analysis

The Grants Program aims to support the creation of additional affordable housing for priority populations in Richmond by funding projects that are cost-effective, ready to proceed, and contribute to long-term, sustainable housing outcomes. The Grant Program aims to accelerate the delivery of at least 220 affordable rental homes by allocating $10 million in funding to address financial barriers in affordable housing development. All HAF funding must be spent by December 14, 2027. The Grant Program includes two funding streams:

- **Stream One: Non-Profit Organizations and Cooperatives Grant Funding, including:**
  - 1A: Development fee grants for build-ready projects (up to $40,000 per affordable unit).
  - 1B: Funding to support early-stage project development (up to $50,000 per project).

- **Stream Two: For-Profit Homebuilder Funding for Additional LEMR Homes:**
  - 75% Development Cost Charge (DCC) offsets provided to for-profit homebuilders who deliver affordable rental housing above existing policy targets or zoning requirements.

Each funding stream within the Housing Priorities Grant Program is designed to align with the unique characteristics and constraints of different types of housing providers. Stream One targets non-profit organizations and housing cooperatives, which are recognized in the City's Affordable Housing Strategy as key partners in delivering affordable rental housing. NPOs reinvest all revenues into their operations and often leverage volunteer support, member donations, and government funding to develop affordable housing. The mandate and structure of NPOs make them a cost-effective partner for addressing housing needs in the community.

Stream Two is tailored to for-profit homebuilders; the grant approach for this stream has been designed to uphold the requirements of the *Community Charter* and *Local Government Act*, particularly as they relate to restrictions on the City's ability to provide direct financial assistance to businesses. This Stream offers DCC offsets, implemented by way of a DCC waiver bylaw, for projects that voluntarily exceed existing affordable housing requirements. To ensure the offsets remain financially neutral to the City, an amount equivalent to the waived DCCs will be transferred from the HAF funding into a dedicated reserve account to be used for City infrastructure and utility projects at the time the balance of the DCCs are payable for the project.

Summary of Applications

The City received five applications seeking a total of $13.6 million in funding. Of the five applications, two are from NPOs seeking Stream One (1A) funding, and three are from

homebuilders seeking Stream Two funding. No applications were received for the Stream One (1B) project development funding. A summary of applications can be found in Attachment 1. It is important to note that in some instances applications sought funding outside the scope of the Grant Program. Staff have accordingly adjusted recommended funding to a maximum of approximately $9.4 million. This funding could ultimately support the delivery of 347 affordable rental units, significantly exceeding the Grant Program's target of 220 units. The 347 units represent a portion of housing within larger market rental housing developments. In total, the proposed projects will deliver 956 new rental homes, including both affordable and market rental units.

Staff recommend allocating the remaining $600,000 of the $10 million Grant Program to a second open funding round under the same funding criteria as previously approved. The second funding round would target smaller-scale projects with project development funding or projects in a position to realize building permit issuance before December 2027. Should this funding not be allocated by July 2026, staff propose incorporating this funding into alternative initiatives and opportunities permitted under the HAF Contribution Agreement, such as land acquisitions or infrastructure to support housing development.

Stream 1A Applications – Grants for Build-Ready Projects

Under this funding stream NPOs can receive up to $40,000 in grant funding per affordable rental home to offset City development fees. Two applications for funding were made through this stream. Table 1 highlights key components of the two applications. Additional details pertaining to each Stream 1A application is offered below.

Table 1: Applications for Grant Funding Under Stream 1A

Applicant	Site Address	Units Proposed	Amount Requested
BC Indigenous Housing Society	4100 Chatham Street	165 units	$6.6M[1]
Richmond Kiwanis Senior Citizens Housing Society	8520, 8540 & 8560 Railway Avenue	58 units	$2.32M

[1] As outlined below, staff are recommending that funding to BCIHS be limited to $4.16M recognizing current limitations in the ability of the applicant to advance the proposal given site considerations.

Application 1: British Columbia Indigenous Housing Society - Elder Housing in Steveston

This application proposes the development of up to 165 affordable rental units at 4100 Chatham Street by the British Columbia Indigenous Housing Society (BCIHS). BCIHS has experience developing and operating affordable housing with 21 affordable housing developments that serve 2000 residents across the Lower Mainland. The applicant has requested $6.6 million in grant funding considering the ultimate 165-unit project.

It is understood that BCIHS is a candidate for securing funding for 104 homes under BC Housing's Indigenous Housing Fund (IHF). The IHF funding program sets rents-geared-to-income (RGI) and provides capital grants, low-interest financing, and operating subsidies,

ensuring long-term housing affordability over a 60-year horizon. BCIHS propose to house low-income Indigenous elders and moderate-income individuals and families in their development.

Overall, the submission demonstrated a high level of alignment with the objectives of the Grant Program and the proposal performs well against the Program's evaluation criteria. However, development applications, including rezoning and an OCP amendment have not yet been received and considered by Council, therefore the project cannot be considered "build-ready". HAF funding must be spent by December 14, 2027. Staff believe there is an opportunity to satisfy this deadline subject to advancing a development application, which as a 100% rental project, would be given priority review. Council's consideration of the proposed grant funding does not restrict its decision with respect to the future land use applications which would be brought forward for Council consideration at a future date.

Given the project's early stage of conceptualization, staff recommend limiting any funding commitment to $4.16 million. This amount is linked to the 104-unit project for which funding from BC Housing may be made available.

A contribution agreement will be used to manage the allocation of grant funding. As it relates to this proposal, the agreement would set out clear development milestones, such as the point at which a Development Permit or a Building Permit are issued. If the milestone is not satisfied, the City's funding commitment could be withdrawn. Depending on the timing, it could be that funding is returned to the City and reallocated towards other projects, perhaps procured through a second funding intake.

Application 2: Kiwanis Railway LEMR development

The second application, submitted by Richmond Kiwanis Senior Citizens Housing Society (Kiwanis), proposes up to 58 affordable rental homes at 8520, 8540 & 8560 Railway Avenue. The project received conditional approval for rezoning on September 5, 2023. At that time, the project included 29 Low-End Market Rental (LEMR) homes and 29 market rental homes. The applicant has indicated their intention to increase the number of LEMR units within the development and their grant application seeks $2.32 million to secure up to 58 units as LEMR housing. To facilitate the switch from market rentals to LEMR units, Kiwanis may be required to return to Council to amend their conditionally approved rezoning. Council's consideration of the proposed grant funding for this project does not restrict its decision with respect to any future land use applications which may be brought forward for Council consideration at a future date.

The proposal strongly aligns with the objectives and criteria of the Grant Program with one exception: the land is currently owned by a for-profit entity. The application was made by Kiwanis, although the landowner is SD Railway Homes Inc. This ownership arrangement limits the City's ability to provide grant funding as it would be considered assistance to business, prohibited under the *Community Charter* and *Local Government Act*.

This project offers up to 58 LEMR homes, being beyond any mandatory minimum as prescribed in the Official Community Plan (OCP). To enable grant eligibility, there must first be a land transfer from SD Railway Homes Inc. to Kiwanis and a formal transfer of the development

application. These actions will be required as conditions of the grant contribution agreement. If the applicant fails to meet these conditions, the project could be considered eligible for a DCC waiver. Should this scenario occur, staff would return to Council with a DCC waiver bylaw.

Next Steps

Should Council endorse the proposed funding allocations for BCIHS and Kiwanis, contribution agreements will be prepared to manage the allocation of funds and set out conditions to ensure key milestones are satisfied as projects proceed.

Stream 2 Applications – DCC Offsets for the Development of Additional Affordable Homes

The City received three applications for DCC offsets, or waivers, all of which were for 100% rental housing developments. Each application (Table 2) meets the eligibility criteria within the Grant Program, with each voluntary affordable rental home eligible for a 75% DCC offset.

Table 2: DCC Offset Applications

Development	Total Rental Units	Eligible Voluntary Affordable Rental Units	DCC Offset
6071 Azure Road	330	110	$1,764,000
8880 Cook Road	339	68	$1,003,000
9000 No. 3 Road	64	7	$108,000
Totals	**733**	**185**	**$2,875,000**

The applicant for the 6071 Azure Road development has requested to cancel their Development Permit (DP) with the intention to make changes to the project design and submit a new DP application. The project remains a viable candidate project for a DCC offset. If the total voluntary affordable rental units in the development increase following any amendments, the total DCCs offset will not increase.

Offsets can be implemented by way of one-time DCC waiver bylaws, which specify the details of the waiver. To ensure clarity and financial control, the maximum offset amount is determined using the floor area of the voluntary affordable housing component approved at rezoning. This floor area sets an upper limit for the offset. If the final floor area of the voluntary affordable rental units is reduced through the development permit process, the offset automatically scales down. However, if the final floor area exceeds what was approved at rezoning, the offset amount will not increase.

The waiver and affordable housing delivery commitments are established by bylaw and therefore remain in force until such time as the bylaw(s) is rescinded, if required. The charges associated with any DCC waiver would be transferred from the City's HAF fund into the City's Capital Reserve (Revolving Account) at the time the DCCs are to be paid, occurring concurrently with the issuance of a building permit. This money will then be used to fund eligible capital projects that would otherwise rely on DCC revenue.

Implementation of Waiver Bylaws and Contribution Agreements

To ensure the grants program supports applicants without influencing Council's decision-making, the implementation of waiver bylaws and contribution agreements has been carefully structured. Waiver bylaws will advance to third reading but will not be adopted until the associated (DP) is issued, preserving Council's discretion over land use approvals. Similarly, under contribution agreements, no City contributions will be made prior to DP issuance. While applicants may pay eligible City fees in advance, these costs will only qualify for reimbursement once the DP is issued. In both funding streams, the majority of grant disbursements occur after the building permit is issued. This approach balances the need to provide applicants with a degree of funding certainty, enabling them to secure financing based on a conditional grant commitment, while ensuring that Council's decision-making remains unfettered by early financial commitments.

Allocating Unspent HAF Funding

A key requirement of HAF funding is that it must be fully utilized by December 14, 2027, or returned to CMHC. To ensure the full $10 million in grant funding is spent, milestone requirements will be built into the contribution agreements for both BCIHS and Kiwanis. If BCIHS does not meet these milestones, or if the Kiwanis project is converted to a DCC offset, staff propose reallocating unused funds to alternative HAF initiatives, such as strategic land acquisitions. For the DCC offsets, recipients will be informed that the offset is time-limited and that the waiver bylaw will be rescinded by September 2027 if unutilized to allow the City to reallocate the funding to alternative HAF initiatives.

Financial Impact

A total funding allocation of up to $9,355,000 from the Canada Mortgage and Housing Corporation's Housing Accelerator Fund will be used to offset City development fees, including Development Cost Charges in support of delivering 347 affordable rental units.

Conclusion

The five grant fund applications present a strong opportunity to accelerate and enable the delivery of new affordable rental housing in Richmond, coupled with market rental housing. The proposed funding allocations recognize limitations in project eligibility while making funding available for each of the five projects.

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

Greg Newman
Manager, Affordable Housing
(604-204-8648)

Att. 1: Summary of Housing Priorities Grant Program Applications

Summary of Housing Priorities Grant Program Applications

Project	Applicant	Permit numbers	Eligible affordable units	Total Units	Address	Status	Recommended Funding Allocation
Azure	Sun Valley Rental Ltd.	RZ 21 931122 DP 23 023854 BP 24 038313	110	330	6071 Azure Road	BP pending*.	$1,764,000
Cook and Citation	1166225 B.C. Ltd.	RZ 21 932698 DP 23 014121 BP 24 012326	68	339	8880 Cook Road	3rd reading RZ. DP and BP pending.	$1,003,000
Panatch Development	Aashyn No. 3 Road Development Ltd.	RZ 23 033712 DP 23 033716	7	64	9000 No 3 Road	3rd reading RZ. DP in circulation.	$108,000
Railway	Richmond Kiwanis Senior Citizens Housing Society	RZ 21-936046 DP 24 012854	58	58	8520, 8540 & 8560 Railway Avenue	3rd reading RZ. DP in circulation.	$2,320,000
BC Indigenous Housing Society	BC Indigenous Housing Society		104	165^	4100 Chatham Street	Pre application	$4,160,000
Totals			**347**	**956**			**$9,355,000**

* Sun Valley Rental Ltd has made a request to cancel their Development Permit in order to make changes to the project design and submit a new application.. If the total units in the development increase following any amendments, the total DCCs offset will not increase.

^ BCIHS proposes 165 affordable rental units, but staff recommend funding for only 104 due to the application not meeting eligibility criteria for conditional approval on a development permit.

City of Richmond

Bylaw 10695

Development Cost Charges Waiver for Affordable Housing (6071 Azure Rd) Bylaw No. 10695

WHEREAS the City of Richmond collects **development cost charges** through the *Development Cost Charges Imposition Bylaw No. 9499*;

WHEREAS Section 563 of the ***Local Government Act*** permits a local government to waive development cost charges for eligible developments, including for-profit affordable rental housing;

WHEREAS the **City** wishes to waive 75% of the **development cost charges** for any **additional affordable housing units**, which units are provided in excess of the **City**'s affordable housing unit requirements established by the **City**'s bylaws and policies, and are to be provided as part of the **development** located at 6071 Azure Rd;

AND NOW THEREFORE the Council of the City of Richmond enacts as follows:

1.0 INTERPRETATION

1.1 In this bylaw:

(a) "**additional affordable housing units**" means any additional **affordable housing units** provided by the owner as part of the **development** in excess of applicable **City** bylaws and policies as of the date of this bylaw. For the purposes of clarity, the owner intends to provide 110 additional **affordable housing units**

(b) "**affordable housing units**" means **dwelling units** that are **affordable housing units** as defined in the **Zoning Bylaw**, and subject to a housing agreement;

(c) "**City**" means the City of Richmond;

(d) "**development**" means the residential development located on the Lands;

(e) "**development cost charge**" means a development cost charge payable by a person to the **City** pursuant to the **DCC Bylaw**;

(f) "**DCC Bylaw**" means the City's *Development Cost Charges Imposition Bylaw No. 9499* as may be amended or replaced;

(g) "**dwelling unit**" has the same meaning as under the City's Zoning Bylaw;

(h) "**Lands**" means the lands and premises located at 6071 Azure Rd, Richmond, BC, and legally described as PID 032-294-425, Lot 1, Block 4N, Section 7, Range 6 W, New Westminster Land District, Plan EPP137753;

(i) "***Local Government Act***" means the *Local Government Act* (BC), as may be amended or replaced.

(j) "**payment date**" means the date on which **Development Cost Charges** must be paid under the **DCC Bylaw**;

(k) "**Zoning Bylaw**" means the City's Zoning Bylaw 8500, as may be amended or replaced.

2.0 WAIVER OR REFUND OF DEVELOPMENT COST CHARGES

2.1 Notwithstanding Section 1.4 of the **DCC Bylaw**, the **City** hereby waives the lesser of:

(a) 75% of the **development cost charges** payable for the **additional affordable housing units** on the **payment date**; and

(b) $1,764,000 of the **development cost charges** payable for the **additional affordable housing units** on the **payment date**.

3.0 SEVERABILITY

3.1 If any definition, section, subsection, paragraph, subparagraph, clause or phrase in this bylaw is held invalid by a Court of competent jurisdiction, the invalid definition, section, subsection, paragraph, subparagraph, clause or phrase must be severed and the remainder of this bylaw is deemed to have been adopted without the severed definition, section, subsection, paragraph, subparagraph, clause or phrase.

4.0 CITATION

4.1 This Bylaw is cited as **"Development Cost Charges Waiver for Affordable Housing 6071 Azure Rd Bylaw No. 10695".**

FIRST READING _____

SECOND READING _____

THIRD READING _____

ADOPTED _____

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

_____ MAYOR

_____ CORPORATE OFFICER

City of Richmond

Bylaw 10696

Development Cost Charges Waiver for Affordable Housing 8880 Cook Road Bylaw No. 10696

WHEREAS the City of Richmond collects **development cost charges** through the *Development Cost Charges Imposition Bylaw No. 9499*;

WHEREAS Section 563 of the ***Local Government Act*** permits a local government to waive development cost charges for eligible developments, including for-profit affordable rental housing;

WHEREAS the **City** wishes to waive 75% of the **development cost charges** for any **additional affordable housing units**, which units are provided in excess of the **City**'s affordable housing unit requirements established by the **City**'s bylaws and policies, and are to be provided as part of the **development** located at 8880 Cook Road;

AND NOW THEREFORE the Council of the City of Richmond enacts as follows:

1.0 INTERPRETATION

1.1 In this bylaw:

(a) "**additional affordable housing units**" means any additional **affordable housing units** provided by the owner as part of the **development** in excess of applicable **City** bylaws and policies as of the date of this bylaw. For the purposes of clarity, the owner intends to provide 68 additional **affordable housing units**;

(b) "**affordable housing units**" means **dwelling units** that are **affordable housing units** as defined in the **Zoning Bylaw**, and subject to a housing agreement;

(c) "**City**" means the City of Richmond;

(d) "**development**" means the residential development located on the Lands;

(e) "**development cost charge**" means a development cost charge payable by a person to the **City** pursuant to the **DCC Bylaw**;

(f) "**DCC Bylaw**" means the City's *Development Cost Charges Imposition Bylaw No. 9499* as may be amended or replaced;

(g) "**dwelling unit**" has the same meaning as under the City's Zoning Bylaw;

(h) "**Lands**" means the lands and premises located at 8880 Cook Road , Richmond, BC, and legally described as PID 030-506-981 , Parcel A, Block 4N, Section 9, Range 6W, New Westminster Land District, and SEC 10 , Plan EPP83741;

(i) "***Local Government Act***" means the *Local Government Act* (BC), as may be amended or replaced;

(j) **"payment date"** means the date on which **Development Cost Charges** must be paid under the **DCC Bylaw**;

(k) "**Zoning Bylaw**" means the City's Zoning Bylaw 8500, as may be amended or replaced.

2.0 WAIVER OR REFUND OF DEVELOPMENT COST CHARGES

2.1 Notwithstanding Section 1.4 of the **DCC Bylaw**, the **City** hereby waives the lesser of:

(a) 75% of the **development cost charges** payable for the **additional affordable housing units** on the **payment date**; and

(b) $1,003,000 of the **development cost charges** payable for the **additional affordable housing units** on the **payment date**.

3.0 SEVERABILITY

3.1 If any definition, section, subsection, paragraph, subparagraph, clause or phrase in this bylaw is held invalid by a Court of competent jurisdiction, the invalid definition, section, subsection, paragraph, subparagraph, clause or phrase must be severed and the remainder of this bylaw is deemed to have been adopted without the severed definition, section, subsection, paragraph, subparagraph, clause or phrase.

4.0 CITATION

4.1 This Bylaw is cited as **"Development Cost Charges Waiver for Affordable Housing 8880 Cook Road Bylaw No. 10696".**

FIRST READING _____

SECOND READING _____

THIRD READING _____

ADOPTED _____

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

_____ MAYOR

_____ CORPORATE OFFICER

City of Richmond

Bylaw 10697

Development Cost Charges Waiver for Affordable Housing 9000 No 3 Road Bylaw No. 10697

WHEREAS the City of Richmond collects **development cost charges** through the *Development Cost Charges Imposition Bylaw No. 9499*;

WHEREAS Section 563 of the ***Local Government Act*** permits a local government to waive development cost charges for eligible developments, including for-profit affordable rental housing;

WHEREAS the **City** wishes to waive 75% of the **development cost charges** for any **additional affordable housing units**, which units are provided in excess of the **City**'s affordable housing unit requirements established by the **City**'s bylaws and policies, and are to be provided as part of the **development** located at 9000 No 3 Road;

AND NOW THEREFORE the Council of the City of Richmond enacts as follows:

1.0 INTERPRETATION

1.1 In this bylaw:

(a) "**additional affordable housing units**" means any additional **affordable housing units** provided by the owner as part of the **development** in excess of applicable **City** bylaws and policies as of the date of this bylaw. For the purposes of clarity, the owner intends to provide 6 additional **affordable housing units**

(b) "**affordable housing units**" means **dwelling units** that are **affordable housing units** as defined in the **Zoning Bylaw**, and subject to a housing agreement;

(c) "**City**" means the City of Richmond;

(d) "**development**" means the residential development located on the Lands;

(e) "**development cost charge**" means a development cost charge payable by a person to the **City** pursuant to the **DCC Bylaw**;

(f) "**DCC Bylaw**" means the City's *Development Cost Charges Imposition Bylaw No. 9499* as may be amended or replaced;

(g) "**dwelling unit**" has the same meaning as under the City's Zoning Bylaw;

(h) "**Lands**" means the lands and premises located at 9000 No 3 Road, Richmond, BC, and legally described as PID 003-672-191, Lot 537, Block 4N, Section 28, Range 6W, New Westminster Land District, Plan 54754.

(i) "***Local Government Act***" means the *Local Government Act* (BC), as may be amended or replaced.

(j) **"payment date"** means the date on which **Development Cost Charges** must be paid under the **DCC Bylaw**;

(k) "**Zoning Bylaw**" means the City's Zoning Bylaw 8500, as may be amended or replaced.

2.0 WAIVER OR REFUND OF DEVELOPMENT COST CHARGES

2.1 Notwithstanding Section 1.4 of the **DCC Bylaw**, the **City** hereby waives the lesser of:

(a) 75% of the **development cost charges** payable for the **additional affordable housing units** on the **payment date**; and

(b) $108,000 of the **development cost charges** payable for the **additional affordable housing units** on the **payment date**.

3.0 SEVERABILITY

3.1 If any definition, section, subsection, paragraph, subparagraph, clause or phrase in this bylaw is held invalid by a Court of competent jurisdiction, the invalid definition, section, subsection, paragraph, subparagraph, clause or phrase must be severed and the remainder of this bylaw is deemed to have been adopted without the severed definition, section, subsection, paragraph, subparagraph, clause or phrase.

4.0 CITATION

4.1 This Bylaw is cited as **"Development Cost Charges Waiver for Affordable Housing 9000 No 3 Road Bylaw No. 10697".**

FIRST READING _____

SECOND READING _____

THIRD READING _____

ADOPTED _____

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

_____ MAYOR

_____ CORPORATE OFFICER

City of Richmond

Report to Committee

To:	Planning Committee	**Date:**	July 3, 2025
From:	James Cooper, Architect AIBC Director, Building Approvals	**File:**	08-4000-01/2025-Vol 01
Re:	**Award of Contract 588F — Provision of Automated Building Code and Zoning Review Software**		

Staff Recommendations

1. That Contract 588F - Provision of Automated Building Code and Zoning Review Software be awarded to SMARTreview, Inc. for a one-year term, for an estimated maximum total value of $630,000, excluding taxes, as described in the report titled "Award of Contract 588F - Provision of Automated Building Code and Zoning Review Software", dated July 3, 2025 from the Director, Building Approvals; and

2. That the Chief Administrative Officer and General Manager, Planning and Development, be authorized to execute the contract and all related documentation with SMARTreview, Inc.

James Cooper, Architect AIBC
Director, Building Approvals
(604-247-4606)

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Finance Department	☑	Wayne Craig
SENIOR STAFF REPORT REVIEW	**INITIALS:** CJ	**APPROVED BY CAO** Serena

8078696

Staff Report

Origin

In September 2023, the City proposed to the Canada Mortgage and Housing Corporation (CMHC) a suite of initiatives to streamline housing delivery under the Housing Accelerator Fund (HAF). The Automated Building Code review initiative, leveraging emerging software technology, was approved as part of a $35,000,000 grant awarded to the City.

This report seeks Council approval to proceed to the development and implementation phase under a sole source contract, following a successful initial proof-of-concept phase.

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

> *Responsible financial management and efficient use of public resources to meet the needs of the community.*
>
> *4.2 Seek improvements and efficiencies in all aspects of City business.*

Analysis

Background

In September 2023, Building Approvals proposed developing an innovative concept for utilizing technology to perform Building Code and Zoning reviews to provide faster building application reviews and shorter permitting times. Council approved staff to apply for CMHC funding, which was later approved under the Housing Accelerator Funding for $717,414. Authorization to proceed was subsequently granted by Council as part of the 2024 proposed Capital Budget.

The City is currently under Contract 8318P - Planning Study for Automated Building Code Review Software with SMARTreview, Inc. to complete a proof-of-concept study demonstrating software programming that can automate plan review for both Building Code and Zoning criteria.

Request for Proposal (RFP) 8318P was originally posted to BC Bid and closed on November 5, 2024. Two proposals were received at the time and subsequently evaluated against predetermined criteria. Staff concluded that the proposal received from SMARTreview, Inc. was superior and offered the City the best overall value for money, as they had already digitized a building code (the International Building Code, which is very similar to the National Building Code of Canada, on which the BC Building Code is based).

As a result, SMARTreview, Inc. was able to demonstrate a viable commercial product that reviews digital drawings for compliance with building provisions. Staff subsequently executed a contract in May 2025 to complete the proof-of-concept study for $86,400. The limited response from the market to the original RFP confirmed staff's prior assessment that there are very few commercially viable firms with the capability and skills to develop a potential product likely to satisfy the City's long-term objectives.

Scope of Work

The City requires the expertise of an external service provider to develop and provide specific software to work with the City's permitting system to provide an automated Building Code and Zoning review tool that integrates with the multiple processes and requirements for permit issuance. Staff are actively facilitating the process through concurrent consultation with industry and internal stakeholders, with the objective of implementation by May 2026 to meet expectations for faster permitting.

The list of deliverables defining successful development and implementation is as follows:

1. Digitization of the BC Building Code to enable review by software for Building Code compliance.
2. Development of automated plan review software using Building Information Modelling to evaluate application drawings and documents for compliance with the BC Building Code for complex building types, emphasizing mid- and high-rise residential structures.
3. Development of concomitant software capabilities to review Zoning Bylaw criteria.
4. Develop specific operating criteria designed to work with the City's permitting system, its processes and the online portal to process permit applications.
5. Develop metrics to determine and monitor the effectiveness of the automation software on permitting processes.
6. Engage City staff from all departments that have review responsibilities for the permitting processes.
7. Engage industry to establish technical process requirements and procedures that promote user acceptance and their robust participation.
8. Design an implementation strategy to integrate the review process from multiple departments.
9. Develop operating procedures based on ease of use.
10. Implementation of artificial intelligence for continuous improvement of the system and capabilities of accepting a greater range of digital file types.
11. Provide training for City staff throughout the development and implementation phases.
12. Develop a maintenance and support services plan for ongoing operation.

Rationale

Staff recommend proceeding with SMARTreview, Inc. for the systems development and implementation, rather than conducting another RFP process to determine the appropriate provider. The successful proof-of-concept study, using actual application drawings, established both technical capabilities to review complex plans for Building Code compliance and overall direction for process implementation within the City's permitting system. Continuing from this considerable progress provides for efficiency and confidence for an effective system.

Software systems capable of reviewing compliance with Building Code provisions are believed to be extremely rare worldwide, as demonstrated by the limited number of proponents responding to the initial RFP that concluded in November 2024. SMARTreview, Inc. was chosen based on having developed a commercially viable system and being first to digitize the International Building Code, which is very similar to the BC Building Code. Given their

demonstrated capability, rare knowledge and skills, and the direction set by the successful proof-of-concept, staff are confident that proceeding with a sole source appointment is the best path forward.

Financial Impact

Funding is available under the Council-approved 2024 Capital Budget Automated Plan Review AI Software for $717,414, funded by the Housing Accelerator Fund.

Conclusion

Staff recommend that Contract 588F - Provision of Automated Building Code and Zoning Review Software be awarded to SMARTreview, Inc. for the total cost of the initial one-year term estimated at $630,000, exclusive of taxes.

Although industry has used Building Information Modelling technology in the past decades to advance standards for design and construction, jurisdictions to date have not taken advantage of the opportunities for enhanced regulatory reviews and permitting.

The City has embarked on a process to develop the first such system in any jurisdiction in North America using this technology, augmented with artificial intelligence to continually expand capabilities. Potentially, this represents innovation that will be transformative for jurisdictions throughout the region, province and country.

James Cooper, Architect AIBC
Director, Building Approvals
(604-247-4606)

JC:fa

City of Richmond

Report to Committee

To:	Public Works and Transportation Committee	**Date:**	June 24, 2025
From:	Lloyd Bie, P.Eng. Director, Transportation	**File:**	10-6460-01/2025-Vol 01
Re:	**ICBC-City of Richmond Road Improvement Program Update**		

Staff Recommendations

1. That the proposed road safety improvement projects, as described in Attachment 1 of the staff report titled "ICBC-City of Richmond Road Improvement Program Update," dated June 24, 2025, from the Director, Transportation, be endorsed for submission to the ICBC 2025 Road Improvement Program for consideration of cost-share funding; and

2. That should the above applications be successful, the Chief Administrative Officer and General Manager, Engineering and Public Works, be authorized to execute the cost-share agreements on behalf of the City, and that the Consolidated 5 Year Financial Plan (2025-2029) be amended accordingly.

for
Lloyd Bie, P.Eng.
Director, Transportation
(604-276-4131)

Att. 2

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Finance	☑	
Engineering	☑	
SENIOR STAFF REPORT REVIEW	**INITIALS:**	**APPROVED BY CAO**

Staff Report

Origin

At the May 27, 2024, Council meeting, Council endorsed a number of projects to be submitted to ICBC for funding through the 2024 ICBC-City of Richmond Road Improvement Program. This report outlines the projects implemented in 2024 with funding from ICBC and presents a list of projects proposed to be included in the City's submission to ICBC for cost-share funding as part of the 2025 ICBC-City of Richmond Road Improvement Program partnership.

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

> *Community safety and preparedness through effective planning, strategic partnerships and proactive programs.*
>
> *3.2 Leverage strategic partnerships and community-based approaches for comprehensive safety services.*
>
> *3.4 Ensure civic infrastructure, assets and resources are effectively maintained and continue to meet the needs of the community as it grows.*

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

> *Responsible financial management and efficient use of public resources to meet the needs of the community.*
>
> *4.1 Ensure effective financial planning to support a sustainable future for the City.*
>
> *4.4 Work with all levels of governments for grant and funding opportunities.*

Analysis

ICBC Road Improvement Program

ICBC initiated the Road Improvement Program in 1990 to help fund the implementation of road safety upgrades to reduce the frequency and/or severity of crashes at high-risk locations, reduce claims costs and reduce the potential for crashes. The City has partnered with ICBC in the Road Improvement Program since 1994.

This partnership enables the City to undertake more traffic safety enhancements with available funding and helps expedite the delivery of road safety improvement projects. Each year, a list of Council-approved road improvement projects eligible for funding through the Road Improvement Program is compiled for submission to ICBC.

Road Improvement Program Highlights

Over the past five years, ICBC has awarded over $1.4 million towards road improvement projects within Richmond. These contributions helped facilitate the following upgrades:

- Intersection Safety Improvements: In 2019, the City completed a study to identify the most collision-prone intersections within the City. The study recommended improvements including the removal of channelized right-turn islands. Over the past five years, ICBC's Road Improvement Program has awarded approximately $450,000 for safety improvements at four intersections:
    - Cambie Road and No. 5 Road: addition of left-turn bays in all directions;
    - Westminster Highway and No. 5 Road: removal of channelized right-turn island;
    - Westminster Highway and Cooney Road: removal of channelized right-turn island; and
    - Garden City Road and Lansdowne Road: removal of channelized right-turn island.

Figure 1 below shows upgrades to the Cambie Road and No. 5 Road intersection that received a grant through the 2024 ICBC Road Improvement Program.

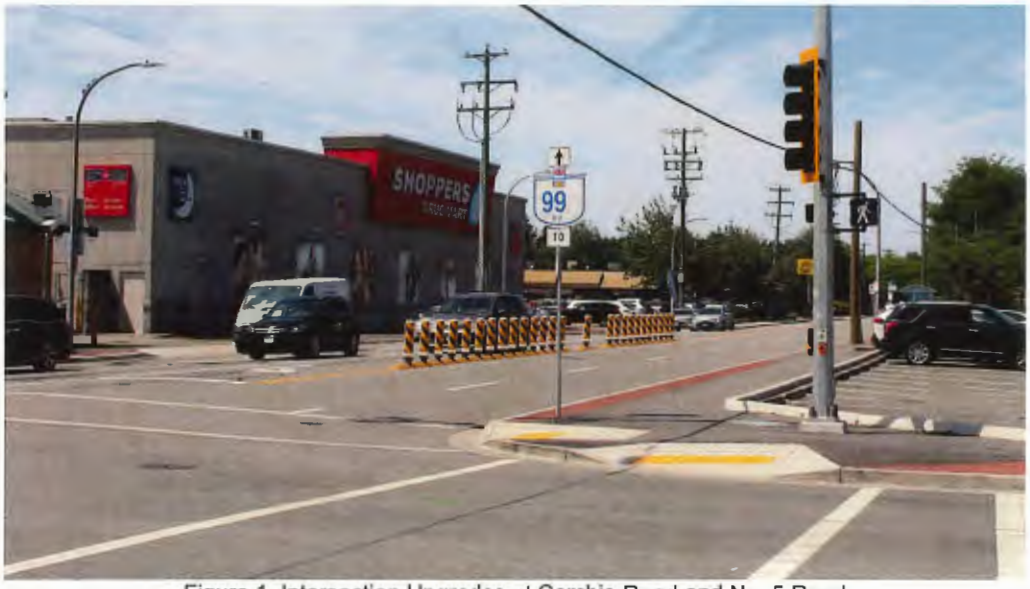


Figure 1: Intersection Upgrades at Cambie Road and No. 5 Road

- LED Street Name Signs: LED street name signs enhance visibility and legibility for drivers. Over the past five years, ICBC's Road Improvement Program has awarded approximately $150,000 to the installation of overhead LED street name signs at 62 intersections. At the end of the 2025 program, all intersections with traffic signals will be equipped with LED street name signs.

- Uninterruptible Power Supply System (UPS): UPS systems at signalized intersections provide continuous power supply to maintain traffic signal operations during power outages. Over the past five years, the Road Improvement Program has awarded approximately $120,000 to the installation of UPS systems at 52 intersections. Upon completion of the 2025 program, 147 of the City's 185 intersections with traffic signals will be equipped with a UPS system. At the current annual funding level, staff anticipate that the remaining signalized intersections will be equipped with a UPS system over the next four years.

- Special Crosswalk Program: The City's Special Crosswalk Program upgrades existing crosswalks with pedestrian-activated flashing lights that alert motorists of crossing pedestrians. Over the past five years, the Road Improvement Program has awarded approximately $40,000 towards the installation of 12 special crosswalks. By the end of the 2025 program, all major crosswalks on arterial roads will be upgraded to be equipped with pedestrian-activated flashing lights.

2024 ICBC-City of Richmond Road Improvement Projects

The City was awarded $445,500 through the 2024 ICBC Road Improvement Program for the implementation of seven bundles of road improvement projects, as identified in Attachment 2. Projects include traffic safety upgrades at three major intersections, installation of special crosswalks, traffic video cameras, overhead LED street name signs and uninterruptible power supply (UPS) at intersections.

Proposed 2025 ICBC-City of Richmond Road Improvement Projects

Nine bundles of projects are proposed to be included in the City's submission to ICBC for the 2025 Road Improvement Program (Attachment 1). Projects include safety upgrades at four collision-prone intersections, installation of new traffic signals, special crosswalks, traffic video cameras, overhead LED street name signs, uninterruptible power supply for traffic signals, pedestrian pathways and bicycle lane protection.

ICBC Funding Contribution

ICBC's funding contribution towards each project will be determined through review of historical crash rates at these locations, the estimated reduction in ICBC claim costs resulting from the proposed improvements, project eligibility in relation to the funding guidelines and the program's funding availability. The outcome of ICBC's review of all submitted projects will be reported back as part of the 2025 update of the ICBC-City of Richmond Road Improvement Program.

Should a project be approved for funding by ICBC, the City will be required to enter into a funding agreement with ICBC. The agreement is provided by ICBC and generally includes an indemnity in favour of ICBC. Staff recommend that the Chief Administrative Officer and General Manager, Engineering and Public Works, be authorized to execute any such funding agreements on behalf of the City.

Financial Impact

The total estimated cost of all the projects identified in Attachment 1 is $10,609,750. All projects are fully funded through Council-approved Capital Budgets. Should any submitted projects receive funding from ICBC exceeding the original budgeted external contribution, staff recommend that the excess external grants be used to reduce the previous approved City funding sources, and that the Consolidated 5 Year Financial Plan (2025-2029) be amended accordingly.

Conclusion

ICBC is a long-time partner working with the City to promote traffic safety in Richmond. The traffic safety initiatives jointly implemented by ICBC and the City have resulted in safer streets for all road users in Richmond.

Staff recommend that Council endorse the various local road safety improvement projects for submission to the 2025 joint ICBC-City of Richmond Road Improvement Program.

Beata Ng, P.Eng.
Manager, Transportation Development and Design
(604-247-4627)

BN:kw

Att. 1: Proposed 2025 City-ICBC Road Improvement Program Projects
Att. 2: 2024 Road Improvement Program Projects Receiving ICBC Funding

Proposed 2025 City-ICBC Road Improvement Program Projects

Proposed 2025 ICBC-City of Richmond Road Improvement Program Projects	Estimated Total Cost
Construction of Intersection Safety Improvements: • Cambie Rd & No. 4 Rd • Westminster Hwy & No. 2 Rd • Granville Ave & Cooney Rd • St Edwards Rd & Cambie Rd	$6,800,000
Installation of Special Crosswalks: • Ash St & Granville Ave • Francis Rd & Newmond Rd • Heather St & Granville Ave	$200,000
Installation or Modification of Traffic Signals: • Great Canadian Way & Beckwith Rd. • No. 5 Rd & Granville Ave • Cambie Rd & Brown Rd • Bridgeport Rd & Sexsmith Rd – Pedestrian Signal • Garden City Rd & Odlin Rd – Addition of Northbound Left-Turn Arrow • Railway Ave & Steveston Hwy – Addition of Eastbound & Westbound Left-Turn Arrows	$1,610,000
Installation of Traffic Video Cameras: • Shell Rd and Cambie Rd • Garden City Rd & Cook Rd • Garden City Rd & Westminster Hwy • Other locations to be determined[2]	$90,000
Installation of Overhead LED Street Name Signs • No. 5 Rd. & Riverside Way • No. 5 Rd. & Blundell Rd. • No. 5 Rd. & Cambie Rd. • Jacombs Rd. & Cambie Rd. • Viking Way & Cambie Rd. • No. 6 Rd. & Commerce Pkwy. • No. 6 Rd. & Mayfield Pl. • No. 6 Rd. & Cambie Rd. • No. 6 Rd. & Bridgeport Rd. • No. 8 Rd. & Blundell Rd. • No. 8 Rd. & Westminster Hwy. • Old Westminster Hwy. & Westminster Hwy. – 1 sign • Westminster Hwy. & McLean Ave.	$195,000
Traffic Calming Measures: • Dyke Road – 1 raised crosswalk, 2 speed cushions • Other locations pending results of public consultation and traffic studies[1]	$14,750

Proposed 2025 ICBC-City of Richmond Road Improvement Program Projects	Estimated Total Cost
Installation of UPS (Uninterruptible Power Supply) • Buswell St. & Granville Ave. • No. 3 Rd & Blundell Rd • No. 4 Rd. & Williams Rd. • No. 4 Rd. & Granville Ave. • No. 4 Rd. & Odlin Rd. • St. Edwards Rd. & Bridgeport Rd. • Simpson Rd. & Bridgeport Rd. • Alderbridge Way & Elmbridge Way • Hollybridge Way & Elmbridge Way • Garden City Rd. & Odlin Cr. • No. 3 Rd & Saba Rd • Cooney Rd.& Westminster Hwy.	$300,000
Construction of Pedestrian Pathway: • St. Edwards Drive (350m east of Cambie Rd-Bird Rd) • Westminster Hwy (McLean Park)	$800,000
Addition of Protected Bike Lanes: • Sexsmith Rd - Brown Rd Bike Route	$600,000
Total	**$10,609,750**

(1) Implementation is subject to consultation with and support from affected residents.
(2) Additional locations may be identified for submission to ICBC prior to its annual program deadline.

2024 Road Improvement Program Projects Receiving ICBC Funding

Project Description	Location	ICBC Contribution	Estimated Total Cost [1]
Intersection Safety Improvements	• Cambie Rd & No. 5 Rd • Westminster Hwy & No. 5 Rd • Westminster Hwy & Cooney Rd	$328,000	$4,610,000
Installation of Special Crosswalk	• No. 2 Rd & Kittiwake Dr • Williams Rd & Elkmond Rd • No. 4 Rd & Dennis Pl	$10,500	$228,000
Installation of UPS (Uninterruptible Power Supply) at Intersections	• No. 1 Rd & Williams Rd • No. 1 Rd & Osmond Rd • No. 1 Rd & Blundell Rd • Garden City Rd & Williams Rd • Garden City Rd & Francis Rd • Railway Ave & Moncton St • Garden City Rd & Lansdowne Rd • No. 8 Rd & Westminster Hwy • No. 2 Rd & Blundell Centre • Alderbridge Way & Westminster Hwy	$25,000	$200,000
Installation of Traffic Video Cameras	• No. 4 Rd & Francis Rd • No. 4 Rd & Blundell Rd • No. 4 Rd & Granville Ave	$23,000	$90,000
Installation of Overhead LED Street Name Signs	• Great Canadian Way & River Rd • No. 4 Rd & Williams Rd. • No. 4 Rd & Granville Ave • No. 4 Rd & Alderbridge Way • No. 4 Rd & Odlin Rd • No. 4 Rd & Cambie Rd • No. 4 Rd & Blundell Rd • Aberdeen Mall & Cambie Rd • Hazelbridge Way & Cambie Rd • Sexsmith Rd & Cambie Rd • Gilbert Rd & Granville Ave	$33,000	$180,000
Traffic Calming: Raised Crosswalks	• Bridge Elementary School • McKinney Elementary School • Choice School	$3,000	$30,000
Installation of Stop-signs via Stop-sign Infill Program	• 91 locations city-wide	$23,000	$45,500
Total		**$445,500**	**$5,383,500**

[1] Actual total project costs are being compiled and are unavailable at the time of this report.

City of Richmond

Report to Committee

To:	Public Works and Transportation Committee	**Date:**	July 7, 2025
From:	Lloyd Bie, P.Eng. Director, Transportation	**File:**	10-6500-01/2025-Vol 01
Re:	**Westminster Highway Traffic Calming – 2025 Update**		

Staff Recommendation

That staff implement traffic calming measures as outlined in Option 2 of the staff report titled "Westminster Highway Traffic Calming – 2025 Update", dated July 7, 2025, from the Director, Transportation.

for
Lloyd Bie, P.Eng.
Director, Transportation
(604-276-4131)

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Public Works	☑	
SENIOR STAFF REPORT REVIEW	**INITIALS:** CJ	**APPROVED BY CAO**

Staff Report

Origin

At the September 11, 2024 Public Works and Transportation Committee, the following motion was endorsed:

> *That staff provide options for traffic calming measures on Westminster Highway in Hamilton, including financial impacts, and report back.*

This report addresses this referral.

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

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

Analysis

Background

In May 2023, staff received direction to conduct a speed study on Westminster Highway in Hamilton. The speed study identified speeding along Westminster Highway between Smith Crescent and Boundary Road, which has a posted speed limit of 50 km/h. Data showed that the 85th percentile speed was 65 km/h eastbound and 87 km/h westbound (Table 1). Speeding was not observed along other sections of Westminster Highway.

At the February 26, 2024 Regular Council Meeting, Council supported staff's recommendation to install shoulder flexible delineators along this section of Westminster Highway to assess its effectiveness in reducing vehicle speeds. The approved traffic calming measure was installed in April 2024. A picture of the current configuration is shown on Figure 1.

At the September 11, 2024, Public Works and Transportation Committee, staff were directed to re-assess Westminster Highway and provide options for additional traffic calming measures.



Figure 1: Traffic Calming Installed on Westminster Highway

Westminster Highway Context

Westminster Highway is an arterial road and forms part of the region's Major Road Network, connecting Richmond and New Westminster. As an arterial road, Westminster Highway's function is to prioritize movement of traffic. This section of Westminster Highway transports approximately 10,000 vehicles per day. The road also serves as both transit and emergency routes.

Currently, Westminster Highway north of Gilley Road is generally fronted by single family homes, each with driveways accessing Westminster Highway. Interim road changes should respect access needs for existing driveways. Through re-development, driveway accesses to Westminster Highway will be reduced wherever possible.

Updated Speed Study and Collision Data

Speed Study Results

Updated speed studies were conducted in October 2024 and May 2025 at the same location to assess effectiveness of the traffic calming measures installed. A comparison of the speed study results before and after the installation of shoulder delineators are presented in Table 1 below.

Table 1: 85th Percentile Speeds on Westminster Highway

	Before Delineator Installation	**After Delineator Installation**	
	May 2023	**October 2024**	**May 2025**
Eastbound	65 km/h	65 km/h	58 km/h
Westbound	87 km/h	68 km/h	67 km/h

A reduction in speed has been observed on Westminster Highway with the installation of shoulder delineators, particularly in the westbound direction where the 85th percentile speed has reduced by approximately 22%. Prior to traffic calming, 12% of vehicles in the westbound direction were travelling at excessive speeds of over 90 km/h. After the installation of shoulder delineators, this has reduced to 1% of total vehicles.

Collision Data

Table 2 below outlines collisions on Westminster Highway between Highway 91 and Boundary Road based on ICBC data. The majority of collisions are located at intersections. The collision rate observed does not exceed industry accepted thresholds. There were no fatalities involving pedestrians and cyclists.

Table 2: Collision Data on Westminster Highway (2020-2024)

Location	Collision Numbers	
	Total	Involving Pedestrians and Cyclists
Windsor Court	6	1
McLean Avenue	12	2
Between Windsor Court and Gilley Road	4	
Fraserside Gate	5	
Between Willet Avenue and River Road	3	1
River Road	29	1
Smith Crescent	7	
Between Smith Crescent and Boundary Road	1	

Additional Traffic Calming Options

While the shoulder delineators installed in 2023 have been successful in eliminating the upper end of observed speeds, speeds still exceed the posted speed limit of 50 km/h. Additional traffic calming measures can be implemented to further encourage speed reduction.

Traffic calming measures on arterial roads must balance improving safety while maintaining acceptable traffic flow and capacity. Typically interventions such as speed humps that are common for lower classified roads are not appropriate on arterial roads that serve buses, trucks, and emergency vehicles. Common measures include the traffic circles, reducing lane widths, horizontal deflections and providing visual or sensory cues to encourage drivers to slow down.

Traffic calming interventions intentionally demand more attention from drivers to navigate which slows their speed. Drivers using the roadway at higher speeds will feel uncomfortable with the changes and will require time to adjust behaviour.

Option 1: Status Quo (Not Recommended)

No additional physical traffic calming measures are proposed. Staff will continue to monitor speeds and collisions and provide recommendations for safety improvements as required through future capital programs.

In the long term, opportunities to implement traffic circles at intersections such as Smith Crescent and Willet Avenue can be implemented through re-development to provide traffic calming and improve intersection safety.

Option 2: Localized Traffic Calming on Westminster Highway Fronting Cranberry Childcare Centre (Recommended)

This option includes installing additional traffic calming measures on both sides of the driveway accessing Cranberry Childcare Centre location. Curb-mounted delineators will be mounted along the centreline of the road to create a median (Figure 2). This location is selected to slow westbound traffic from New Westminster before reaching the childcare centre and the Hamilton neighbourhood where there is increased pedestrian and local traffic.



Figure 2: Option 2 - Median Delineators at 23591 Westminster Highway

This treatment will compliment the edge delineators previously installed by further narrowing lane widths and providing additional visual cues to drivers prior to approaching the childcare centre. Travel lanes are currently 3.3 m wide in the eastbound direction and 3.7 m wide in the westbound direction. With the installation of the median delineators, the westbound lane will be reduced to approximately 3.4 m.

Option 3: Install Additional Traffic Calming at Multiple Locations (Not Recommended)

Option 3 includes installing multiple sections curb-mounted delineators along Westminster Highway between Smith Crescent and Boundary Road, as shown in Figure 3. This option includes three additional sections of delineators in addition to the two sections included within Option 2. Traffic calming is focused within this section of Westminster Highway for the following reasons:

- Higher speeds have historically been recorded at this location;
- The intent is to slow vehicles down before reaching the Cranberry Childcare Centre and the Hamilton neighbourhood; and
- There are no residential driveways where traffic calming measures will impact access.



Figure 3: Option 3 - Median Delineators Installed at Various Locations

Staff Recommendation

While the shoulder delineators installed in 2023 have been effective in reducing speeds on Westminster Highway, vehicles still exceed the posted speed limit of 50 km/h. Staff recommend implementing additional traffic calming measures to further reduce speeds and improve safety of the roadway.

Option 3 is anticipated to result in greater speed reductions, particularly in the westbound direction, but may create more discomfort for users and have higher installation and maintenance costs. Staff recommend implementing Option 2 and continuing to monitor changes in vehicle speeds. A speed reader board was installed to monitor speeds on an ongoing basis. Staff will also continue to work with the RCMP regarding enforcement efforts on this section of Westminster Highway.

Staff will monitor results and report back to Council on changes observed and whether further traffic calming measures, such as Option 3, should be considered. As traffic calming may create discomfort and requires time for users to adjust, staff recommend adopting a progressive approach and continuing to monitor performance.

Financial Impact

Costs for each option are outlined in Table 3. Installation of all options can be funded through the Council-approved 2025 Traffic Calming Program. For Options 2 and 3, annual Operating Budget Impacts (OBIs) will be required to allow for replacement of damaged delineators and increased demands on cleaning and street sweeping around delineators. Approximate OBIs outlined in Table 3 will be refined and brought forward through future budget recommendations for Council's consideration.

Table 3: Estimated Cost for Traffic Calming Options

	Description	Estimated Cost	Estimated Annual Operating Budget Impacts
Option 1	Status Quo	$0	$0
Option 2	Median Delineators fronting Cranberry Childcare Centre	$37,500	$2,000
Option 3	Median Delineators at Various Locations	$75,000	$5,000

Conclusion

Traffic calming was installed at the on Westminster Highway between Smith Crescent and Boundary Road in Hamilton in 2024 to address speeding observed along this stretch of roadway. Staff have continued to monitor vehicle speeds along this road. Speed study results show that while the traffic calming measures installed have been effective in reducing vehicle speeds, particularly in the westbound direction where speeding was most prominent, the current 85th percentile speed still exceeds the posted speed limit. Staff recommend installing additional traffic calming along the median of the road at one location fronting 23591 Westminster Highway.

Staff will continue to monitor its effectiveness and report back to Council should additional measures be recommended.



Beata Ng, P. Eng.
Manager, Transportation Development and Design
(604-247-4627)

BN:ck

City of Richmond

Report to Committee

To:	Public Works and Transportation Committee	**Date:**	June 18, 2025
From:	Milton Chan, P.Eng. Director, Engineering	**File:**	10-6000-01/2025-Vol 01
Re:	**South Dike Upgrades Preliminary Design – 6080 Dyke Road to Gilbert Road**		

Staff Recommendation

That the preliminary design presented in the staff report titled "South Dike Upgrades Preliminary Design – 6080 Dyke Road to Gilbert Road", dated June 18, 2025, from the Director, Engineering be approved for detailed design, to be brought forward for construction funding.

Milton Chan, P.Eng.
Director, Engineering
(604-276-4377)

Att. 1

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Transportation Parks	☑ ☑	Roeland Zwaag
SENIOR STAFF REPORT REVIEW	**INITIALS:**	**APPROVED BY CAO**
	CJ	Serena

Staff Report

Origin

In 2019, City Council endorsed the Flood Protection Management Strategy and the Dike Master Plan – Phase 3. Guided by these documents, the section of the South Dike, between 6080 Dyke Road and Gilbert Road has been identified as a priority location for dike raising and upgrade works. The project scope includes raising the elevation of the dike crest and Dyke Road between 6080 Dyke Road and Gilbert Road, as well as relocation of utilities. Funding to complete the design portion of the project was approved by Council as part of the 2023 Capital Program. A public engagement campaign to solicit feedback from key stakeholder groups on the preliminary design was held from September 11 to October 6, 2024.

This report summarizes the community feedback received as part of the public engagement campaign, present a preliminary dike design, and seek Council's endorsement of the preliminary design to proceed with detailed design.

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

> *Community safety and preparedness through effective planning, strategic partnerships and proactive programs.*
>
> *3.1 Advance proactive, sustainable, and accelerated flood protection in collaboration with other governments and agencies.*
>
> *3.4 Ensure civic infrastructure, assets and resources are effectively maintained and continue to meet the needs of the community as it grows.*

Analysis

Introduction

With Richmond's elevation being an average of one metre above sea-level, sea-level rise due to climate change, coastal storm surges, snowmelt flooding and extreme weather events pose serious flood hazards. The City recognizes this risk and is currently advancing flood protection projects, such as the South Dike Upgrades – 6080 Dyke Road to Gilbert Road project.

The Richmond Dike Master Plan – Phase 3 identifies key objectives for this dike reach. These objectives with supporting rationale include:

- Raise the dike by approximately 1.5 metres in elevation on average to meet the projected year 2100 flood levels while also allowing for further future height increases. For this project, the dike will be raised by 0.8 metres to an elevation of 4.1 metres, from the western project limit to the London Landing Parking Lot and by 1.5 metres to an elevation of 4.7 metres from the London Landing Parking Lot to the eastern project limit.
- Move Dyke Road inside the dike to facilitate short-term and long-term dike upgrading.

This will require the road to be reconfigured and reconstructed, with some additional need for land tenure. Moving the road will allow for the removal of utilities within the dike.

- Raise Dyke Road to the dike crest elevation to improve dike stability and resilience.
- Widen the dike on the land side rather than into the Fraser River to reduce impacts to riverfront habitat from water-side dike expansion and avoid having to acquire land tenures on Provincial water lots.

Meeting these objectives is critical for the successful implementation of flood protection infrastructure upgrade plans. The proposed preliminary design was developed to address these objectives.

The preliminary design includes raising the dike from its current elevation by an average of 0.8 metres from the project's western extent to the London Landing parking lot. The dike will then be raised by an average of 1.5 metres from the London Landing parking lot to the project's eastern extent. The project location map is shown in Figure 1 below.



Figure 1: Project Location Map

Raising the dike also allows for opportunities to improve facilities and accessibility while maintaining a focus on increasing the City's flood protection. The proposal to raise Dyke Road is in alignment with the recommended actions outlined in the Dike Master Plan – Phase 3 report.

The dike along London Wharf Park and to the west, as well as sections between Gilbert Road and No. 4 Road have been raised. The remaining lower sections to the east will likely be raised in coordination with nearby pump station upgrades.

In its current configuration, Dyke Road is situated at approximately the same elevation as the dike crest. Throughout the project extents, there is an existing gravel multi-use pathway on the top of the dike crest that runs along the south side of Dyke Road. At the western project limit there is existing park space which features an additional gravel pathway. East of this park space is the London Landing parking lot which has access to a boat launch ramp. The remainder of the project extent consists of riverfront habitat and beach areas, and a parking lot east of London Farm. A drainage swale currently runs along north side of Dyke Road with a number of driveways as well as one pedestrian bridge crossing. Figure 2 below illustrates a general cross section and plan view of the current conditions between 6080 Dyke Road and Gilbert Road.

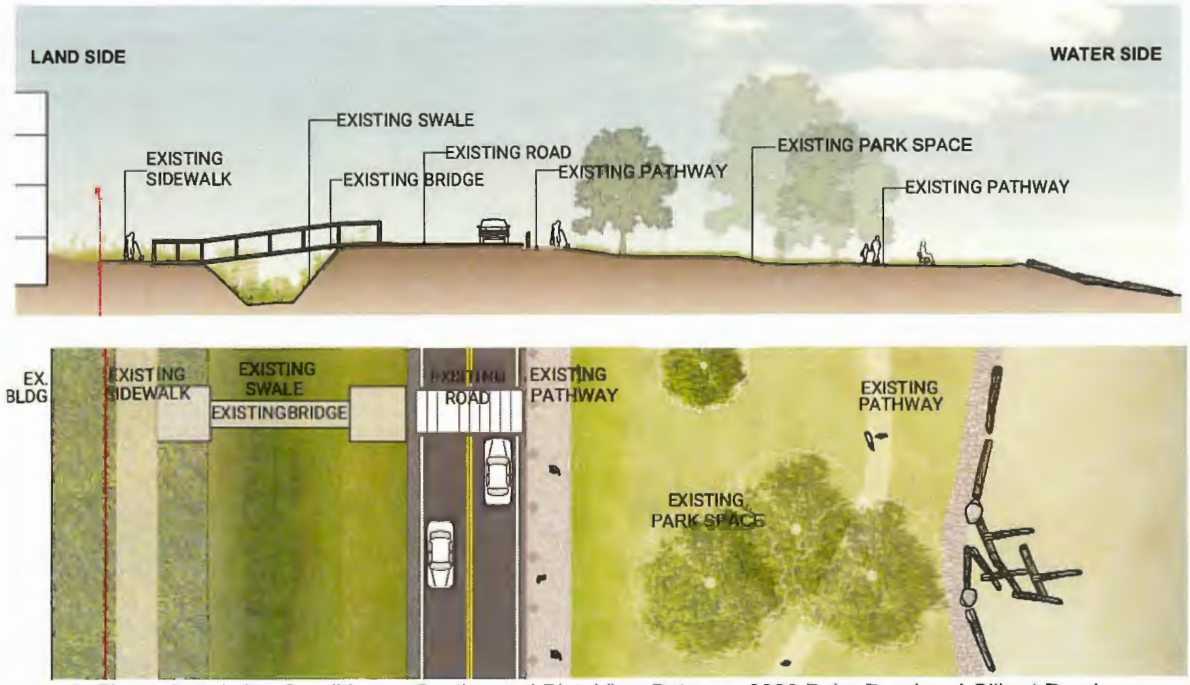


Figure 2: Existing Conditions – Section and Plan View Between 6080 Dyke Road and Gilbert Road

Public Engagement

In 2022, the City of Richmond led an extensive Flood Protection Public Engagement Campaign, including in-person and online engagement activities. This engagement focused on overall City-wide flood protection, with future engagements planned for site specific projects. Approximately 1,000 people attended the in-person engagement activities and events. Additionally, approximately 2,000 people participated online through the City's flood protection webpage and a Let's Talk Richmond (LTR) project page that was set up to support community outreach.

For the South Dike Upgrades – 6080 Dyke Road to Gilbert Road project preliminary design, staff identified the following key stakeholder groups for consultation:

- Adjacent London Landing properties, park and trail users, businesses and the general public
- Department of Fisheries and Oceans
- BC Ministry of Forests
- BC Ministry of Water, Land and Resource Stewardship
- BC Inspector of Dikes
- First Nations

The first project-specific public engagement campaign took place from December 6, 2023, to February 4, 2024. To facilitate the conversation and provide a visual for residents, a preliminary concept design was developed that showcased a raised Dyke Road and dike crest configuration. The campaign targeted residents from the London Landing neighbourhood, aiming to identify public interests and opportunities relating to the project, build community support, and gather valuable stakeholder feedback. Engagement components included an LTR project page, survey, and an open house at the Steveston Community Centre on December 13, 2023. Staff compiled all of the public feedback and revised the preliminary concept design through an iterative process based on the collected input received.

The second project-specific public engagement campaign took place from September 11 to October 6, 2024. The campaign aimed to showcase a revised preliminary design that incorporated feedback received from the first engagement. The campaign also focused on providing a broader group of residents with the opportunity to voice their thoughts and concerns related to the project. Residential Stratas, single family properties, and businesses were notified of the campaign. Engagement components included a LTR project page, survey, and an open house at the riverfront London Landing park space (6200 Dyke Road) on September 18, 2024.

Feedback received from both public engagement campaigns has been formalized in a What We Heard (WWH) Report (Attachment 1).

Based on the feedback received, the majority of respondents supported the project. Most respondents focused on sharing constructive feedback focused on amenities and implementation strategies. Many also emphasized the importance of flood protection to stay ahead of climate change-induced sea level rise and mitigate flood hazards.

Design Feedback Received Through Public Engagement

Where possible, feedback received through engagement was incorporated into the project's preliminary design. The following subsections summarize notable changes to the preliminary design that were incorporated based on this feedback. Some feedback that was received was not included the design. These items are also noted and explained in the following subsections.

Dyke Road Alignment

During the engagement campaign, the public noted that shifting the Dyke Road alignment northward, as proposed in the preliminary concept design, was not favourable. This alignment was proposed to accommodate the wider dike footprint, which allows for future, additional dike raising without increasing the dike footprint or encroaching into the river foreshore.

Following the feedback, staff evaluated design options concerning the Dyke Road alignment and some of the road on the western portion of the project can remain in its original alignment. In the original alignment, these portions of Dyke Road remain out of the dike core and do not impact the ability for future dike raising. This change was included in the revised preliminary design showcased during the second engagement campaign.

Respondents also expressed interest in how the project would tie into the existing road grades at each end of the project as well as at driveways onto Dyke Road. Staff communicated that the raised dike and Dyke Road will connect to the existing elevations at the project's east and west limits and all driveway connections will be maintained.

During public engagement, questions were raised about how the dike raising could affect the existing watercourse on the north side of Dyke Road within the City's Riparian Management Area. During detailed design, efforts to avoid and minimize impacts to the watercourse will be evaluated. Where impacts are determined to be unavoidable, the project will undergo regulatory review and will require approvals from provincial and federal authorities. These approvals may include requirements for compensatory measures, such as habitat restoration or offsetting.

Road and Multi-Use Pathway Design

Some respondents voiced their concerns surrounding the speed of vehicles along this stretch of Dyke Road and the desire for traffic calming measures. Attendees offered a variety of speed control measures including speed bumps, raised crosswalks, and lowering the speed limit along Dyke Road. Respondents also expressed the importance of maintaining the existing multi-use pathway. Concurrent to this engagement process, the City also hosted a transportation-focused open house event to discuss traffic calming options along Dyke Road in more detail. Their findings aligned with the feedback received through the project team's public engagement campaigns. In May 2025, two speed cushions and one raised crosswalk were installed in this section of Dyke Road. These improvements will be incorporated as part of the project and included in the final road design. Staff also ensured that the preliminary design included an improved multi-use pathway, providing pedestrians and cyclists with a wider protected pathway separated from vehicles on Dyke Road. The design improves road safety for all road users.

Riverfront Park Space

Maintaining the existing riverfront park space was something respondents desired. London Wharf Park is outside of this project's limits and will not be impacted. As the riverfront park space between London Wharf Park and the London Landing parking lot is part of the upgraded dike it will be rebuilt at a higher elevation, matching the dike. Currently this park space includes a washroom, picnic and seating areas, and a meandering pedestrian as well as a road-side pathway. The detailed design phase will incorporate all of the existing elements. Benches and picnic area throughout the rest of the project will also be reinstated as part of the final design.

Some trees in this area will be impacted, as discussed in the Environmental Considerations section on page 8 of this report.

Gravel Pathway Modifications

Respondents were generally supportive of the plan to maintain the existing gravel pathway on top of the dike crest; however, they did offer a few suggestions to improve functionality and safety. Some respondents, who were regular users of the existing pathway, suggested the addition of regular spaced lighting along this stretch for increased visibility and safety in low-light conditions, as well as the preference to pave the dike crest pathway for enhanced accessibility.

Options for roadway lighting that place lights outside of the dike core will be explored in the detailed design stage.

Currently, this section of the dike has a road-side gravel pathway that ranges from two to three metres wide as well as a two-metre-wide gravel pathway that meanders through the riverfront park space. The road-side pathway will be upgraded to an accessible four-metre-wide gravel multi-use pathway for the entire length of the project. The separated pedestrian pathway through the park area will also be reinstated. A few respondents preferred that the gravel pathway be paved, this suggestion has not been incorporated into the design. A gravel pathway will show signs of cracking and settlement much more readily than a paved path. It also allows for crews to better perform dike maintenance, regular inspections and emergency repairs, and will maintain continuity with the other sections of pathway on the South Dike.

Bike Lane on Dyke Road

During public consultation a desire to have separated bike lanes introduced along Dyke Road was shared by some. While the finalized preliminary design did not incorporate dedicated bike lanes on Dyke Road, an improved and widened off street gravel multi-use pathway for walking and cycling will be included as part of this project. The widened pathway is proposed to be four metres wide for the entire project length, allowing more room for cyclists and pedestrians.

Accessibility

Ensuring accessible connections to the top of the dike and the waterside was a priority for respondents. Suggestions included adding ramps and other mobility-friendly features to support inclusive design. Access points, crossings, and the multi-use pathway will be designed with accessibility for all in mind, including ramps.

Access Points and Dike Amenities

Feedback received included concerns about impacts to the London Landing parking lot and the boat launch located within it. The scope of work includes an upgraded boat launch, as well as restoring the parking lot with the number of stalls that closely match the existing configuration. While some attendees questioned if the boat launch would present a lower weak point in the flood protection system, the dike crest height at this location will be designed to accommodate anticipated year 2100 high water levels.

Respondents also questioned how the new dike design would ensure that key access points to properties are maintained. The expansion of the dike footprint to meet the project requirements will interface with several properties, notably the existing London Landing residences situated north of Dyke Road, London Farm, and 13811 Gilbert Road. Coordination and consultation with these properties owners and site users will continue throughout the design and construction phases to ensure both existing and future access points are maintained.

Environmental Considerations

The public communicated the importance of minimizing potential environmental impacts to the surrounding area, including the desire to maintain existing trees and vegetation where feasible, and mitigate the spread of invasive species.

Many of the trees and vegetation on the waterside of Dyke Road as well as in the existing drainage canal on the landside of Dyke Road will need to be removed. These trees are in the footprint of the dike expansion and removal is needed to facilitate construction. Trees growing in the dike core are also an issue as they can impact the integrity of the dike and pose access challenges for crews. Where trees must be removed to accommodate dike raising, residents emphasized the importance of maintaining the waterfront aesthetic, and the importance of replacing trees and vegetation on site.

Based on the current design approximately 50 to 100 trees will be impacted in the project area, including the riverfront park space between London Wharf Park and the London Landing parking lot. A tree replacement/compensation plan will be completed as part of the detailed design process. Where possible, impacted trees will be replanted outside of the dike core close to their original location. The plan will also aim to plant replacement trees on site as much as possible, at a minimum 1:1 ratio.

In addition to the tree replacement/compensation plan, habitat compensation plans will be developed as the detailed design phase progresses, and the environmental impact of this project has been fully quantified. The habitat compensation plan will be developed in consultation with qualified environmental professionals as well as the approval of Federal and Provincial authorities to ensure that any environmental impacts are compensated as required.

Steveston Island Dike Extension

During the public engagement, it was explained that the south perimeter dike located west of the London Landing parking lot will be raised by 0.8 metres rather than 1.5 metres as this area is protected by Steveston Island. The Steveston Island Dike project, currently in the preliminary design and public consultation phase, proposes using Steveston Island as the primary flood protection defence for the majority of the Steveston Village community. Figure 3 illustrates the overlap of the two projects as currently proposed.

Some respondents questioned why the City does not extend the proposed Steveston Island Dike further east, connecting to the south perimeter dike near London Farm. This could potentially allow for a 0.8 metre dike crest raise for the entire dike reach in front of the London Landing homes as opposed to the proposed 1.5 metre raise east of the London Landing parking lot.

This option is not feasible due to environmental impacts, loss of wildlife habitat, land tenure process, schedule impacts, and increased project costs. The area to the east of Steveston Island, where the extension would happen, is recognized as high-value habitat which will be protected and enhanced to help offset wildlife and environmental impacts from the Steveston Island Dike project.

This space is owned by the Province, and a land tenure would need to be acquired through a timely and costly process which would significantly impact the South Dike Upgrades project schedule and budget. In addition to the land tenure, the construction costs required to extend the Steveston Island Dike to London Farm are projected to far exceed costs to raise the existing south perimeter dike as currently proposed.



Figure 3: Steveston Island Dike and South Dike Upgrades Project Extent Overlap

Property Impacts and Safety

Residents shared concerns that the increased height of the dike crest would impact their views of the Fraser River. While certain sightlines from properties north of Dyke Road will be impacted, raising the dike is necessary to protect these properties and Richmond from sea level rise and flooding into the future.

Residents also voiced concerns that filling in the existing ditch which serves as a visual and physical separation between the road and adjacent properties will affect the privacy and the safety of their property. While options to minimize impacts on the ditch will be explored, due to space constraints and in order to ensure structural adequacy of the dike, some sections of the existing ditch may be filled in. To help separate the road and adjacent properties and to provide an added level of safety and privacy in these locations, landscaping on the land side of the dike will be refined during the detailed design process.

Final Preliminary Design

Staff progressed the preliminary design through an iterative process, reviewing feedback gathered through the public engagement campaigns and incorporating elements into the design.

Cross section and plan view renderings of the final preliminary dike design are shown in Figures 4 to 7 for the following locations:

- Near the London Landing Wharf at the western project extent;
- Near the London Landing homes; and
- Further east past London Farm.

The final preliminary design features a widened dike crest, raised roadway, and improved multi-use pathway south of Dyke Road.



Figure 4: Preliminary Design Sections

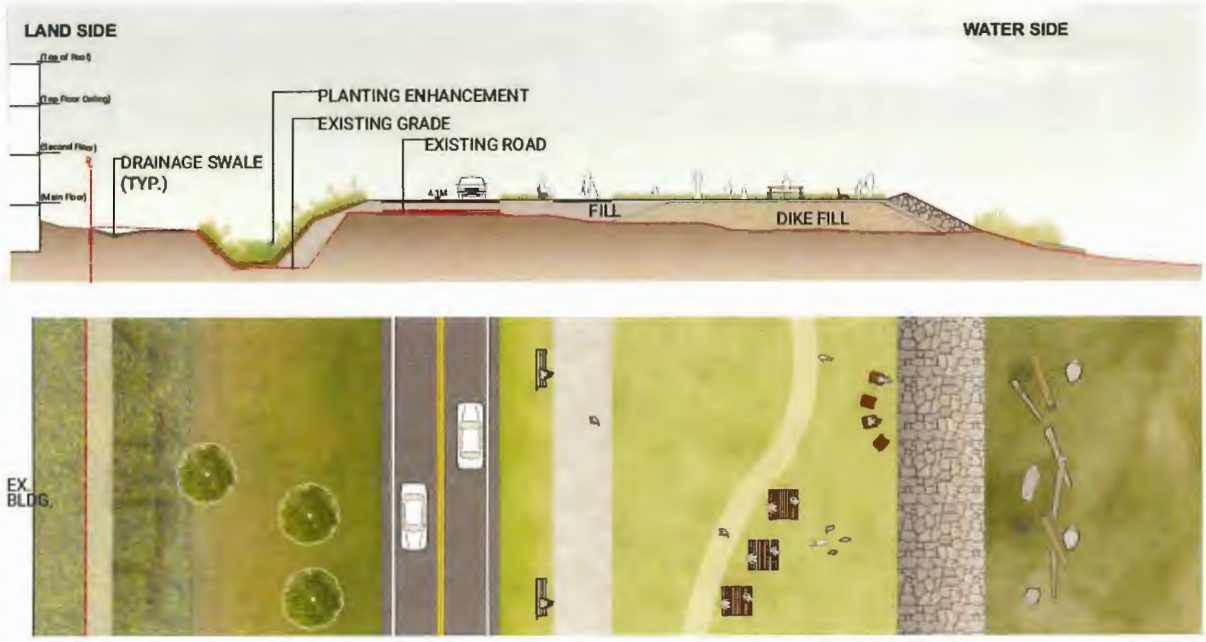


Figure 5: Section A – Section and Plan View of the Preliminary Dike Design near the London Landing Wharf and Riverfront Park

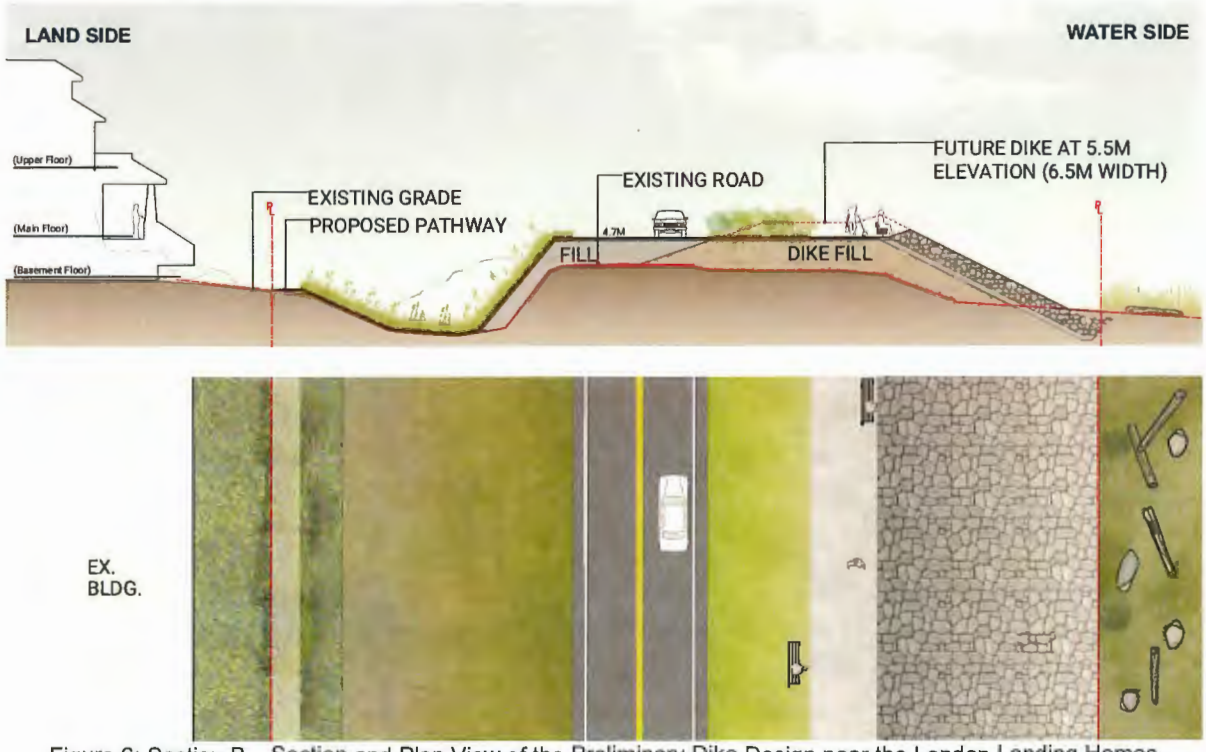


Figure 6: Section B – Section and Plan View of the Preliminary Dike Design near the London Landing Homes

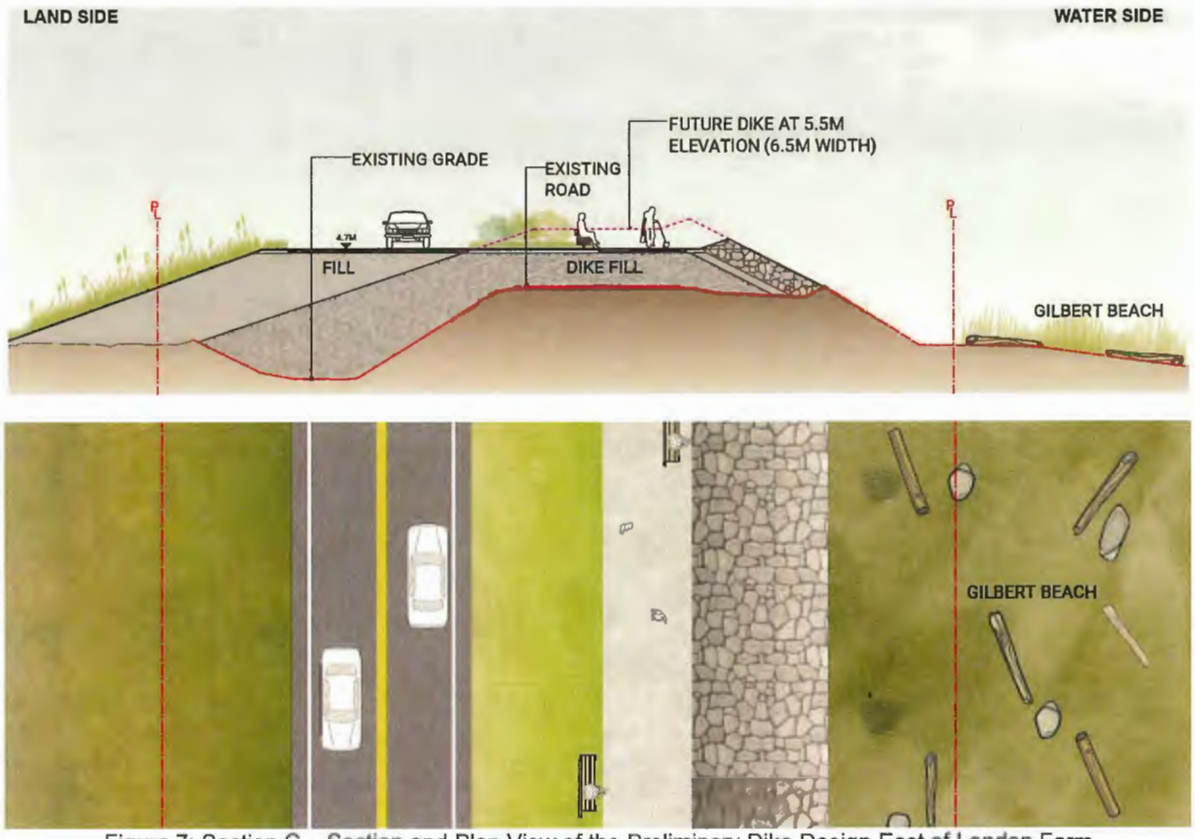


Figure 7: Section C – Section and Plan View of the Preliminary Dike Design East of London Farm

Financial Impact

Council approved the design of this project as part of the Capital Budget through the Flood Protection and Dike Improvements project in 2023. Staff have procured design services and have completed the preliminary design. Subject to approval of this preliminary design, staff will proceed with the detailed design. The capital budget for the construction of this project will be included in a future capital budget submission for Council's consideration.

Conclusion

As part of the 2023 Capital Budget, Council approved the design of the South Dike Upgrades from 6080 Dyke Road to Gilbert Road project. Staff held two project-specific public engagement campaigns to solicit feedback from key stakeholder groups.

Staff compiled and reviewed feedback from the engagement campaign, incorporating elements into the revised preliminary design for the South Dike along Dyke Road between 6080 Dyke Road and Gilbert Road.

This preliminary dike design is presented to inform Council of the project status and to seek Council's endorsement to proceed with detailed design and construction.



Eric Sparolin, P.Eng.
Manager, Engineering Design and Construction
(604-247-4915)

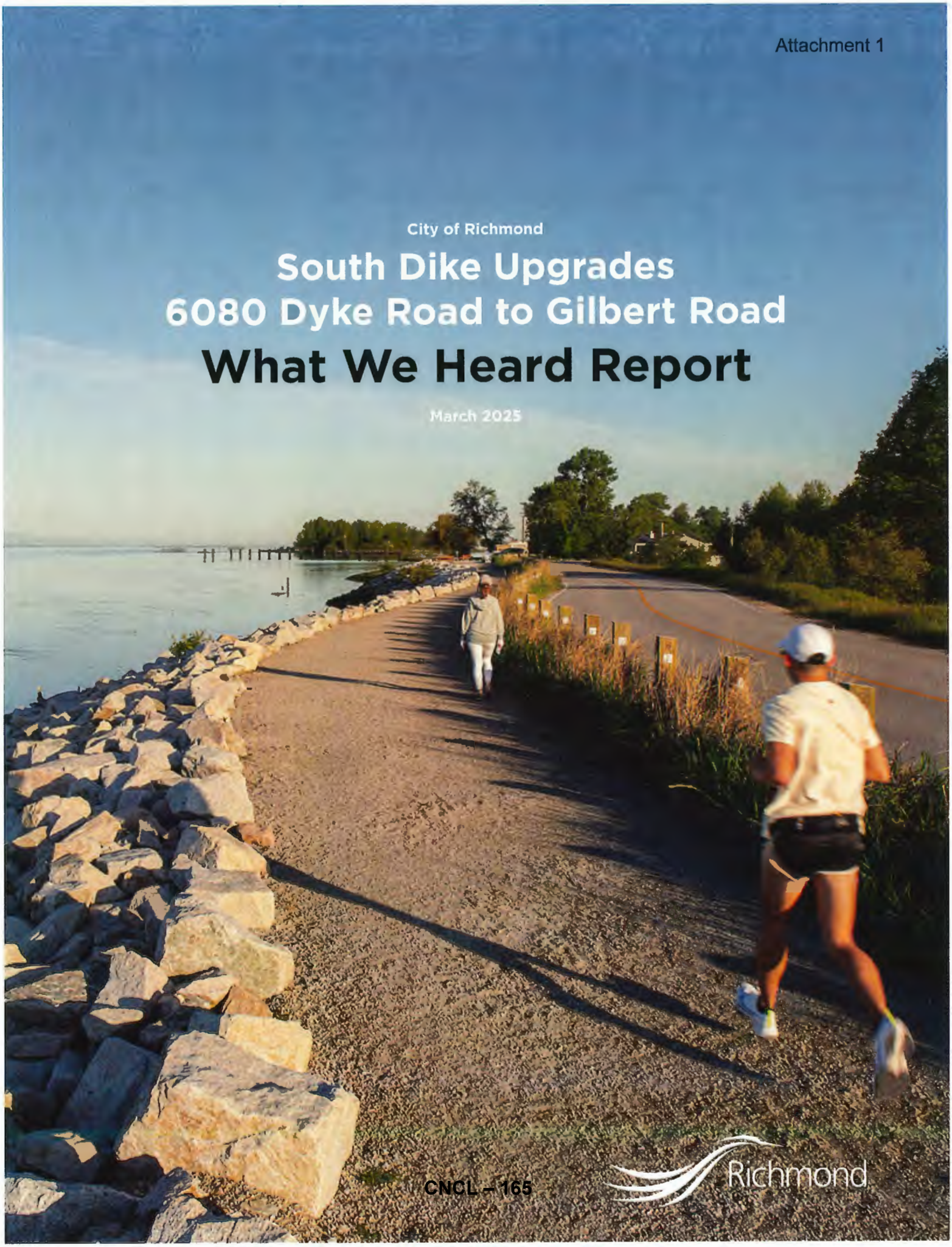
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Att. 1: What We Heard Report

City of Richmond

South Dike Upgrades
6080 Dyke Road to Gilbert Road
What We Heard Report

March 2025



Richmond

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Executive Summary

This report summarizes the public engagement initiatives conducted and the feedback received from local residents for the City of Richmond's South Dike Upgrades project, spanning from 6080 Dyke Road to the Gilbert Road South Pump Station. The engagement campaign was carried out over a ten-month period from December 2023 to September 2024, and has been a key component of advancing this project. The purpose of this outreach and engagement was to:

1. Introduce residents to preliminary designs for the South Dike Upgrades project through both in-person and online initiatives.

2. Educate on the importance of flood protection.

3. Gather and compile feedback on the amenities, features, and ongoing designs for the South Dike Upgrades project.

4. Update the designs to incorporate elements based on the feedback received.

The engagement initiatives were designed to reach a wide range of residents and interested parties. They began with a select few in the direct vicinity of the project and then expanded outward to include a broader range of Richmond residents.

The engagement sessions highlighted public concerns related to traffic safety, cyclists, accessibility, the effects of the raised dike on sightlines, proximity of the roadway to nearby homes, habitat and environmental protection, and resident privacy. The findings from these engagement initiatives have informed the development of the designs and are summarized in the pages to follow.



Figure 1: Concept Plan for Proposed Dike Upgrades.

Background & Overview

Bordered by the Fraser River and the Strait of Georgia, the City of Richmond is located approximately one metre above sea level and is vulnerable to flood hazards, including those posed by climate change-induced sea level rise. Currently, Richmond's flood protection infrastructure is designed to withstand a 1:500 return period Fraser River freshet event. Looking to the future, the City is planning for a rise in sea levels of one metre by the year 2100, with 0.2 metre of land settlement expected over the same period.

In order to ensure continued protection for the City's residents, infrastructure, and economic vitality, upgrades to the flood protection system are required. This includes raising Richmond's perimeter dike crest from, on average, 3.5 metres to 4.7 metres. In line with this strategy and the Dike Master Plan Phase 3, the City intends to upgrade the South Dike between 6080 Dyke Road and the Gilbert Road South Pump Station. Upgrades will include raising the dike and roadway by approximately 0.8 metres on average for 180 metres to the west to an elevation of 4.1 metres, and by approximately 1.5 metres on average for 670 metres to the east to an elevation of 4.7 metres, with the ability to raise the crest to 5.5 metres in the future. The work will also include improvements to existing amenities, such as the current cyclist and pedestrian infrastructure and park space.

The proposed dike upgrade is adjacent to the No. 2 Road Fishing Pier, and includes London Wharf Park and Gilbert Beach. Properties to the north of the proposed dike upgrade include a mixed-use, multi-storey property (6111 Dyke Road), five single-family homes, a multi-unit residential development (London-Princess), a heritage farm (London Farm), and an agricultural property (13811 Gilbert Road). The project's engaged parties play a vital role in advancing this work and ensuring that it meets the needs of Richmond's residents. These groups include adjacent property owners, park users, and business owners in Steveston Village.



Figure 2: Extreme Flooding Event at South Dike.



Figure 3: Conceptual Plan for Proposed Dike Upgrades.



Figure 4: Property View Rendering for Proposed South Dike Upgrades.

Project Timeline

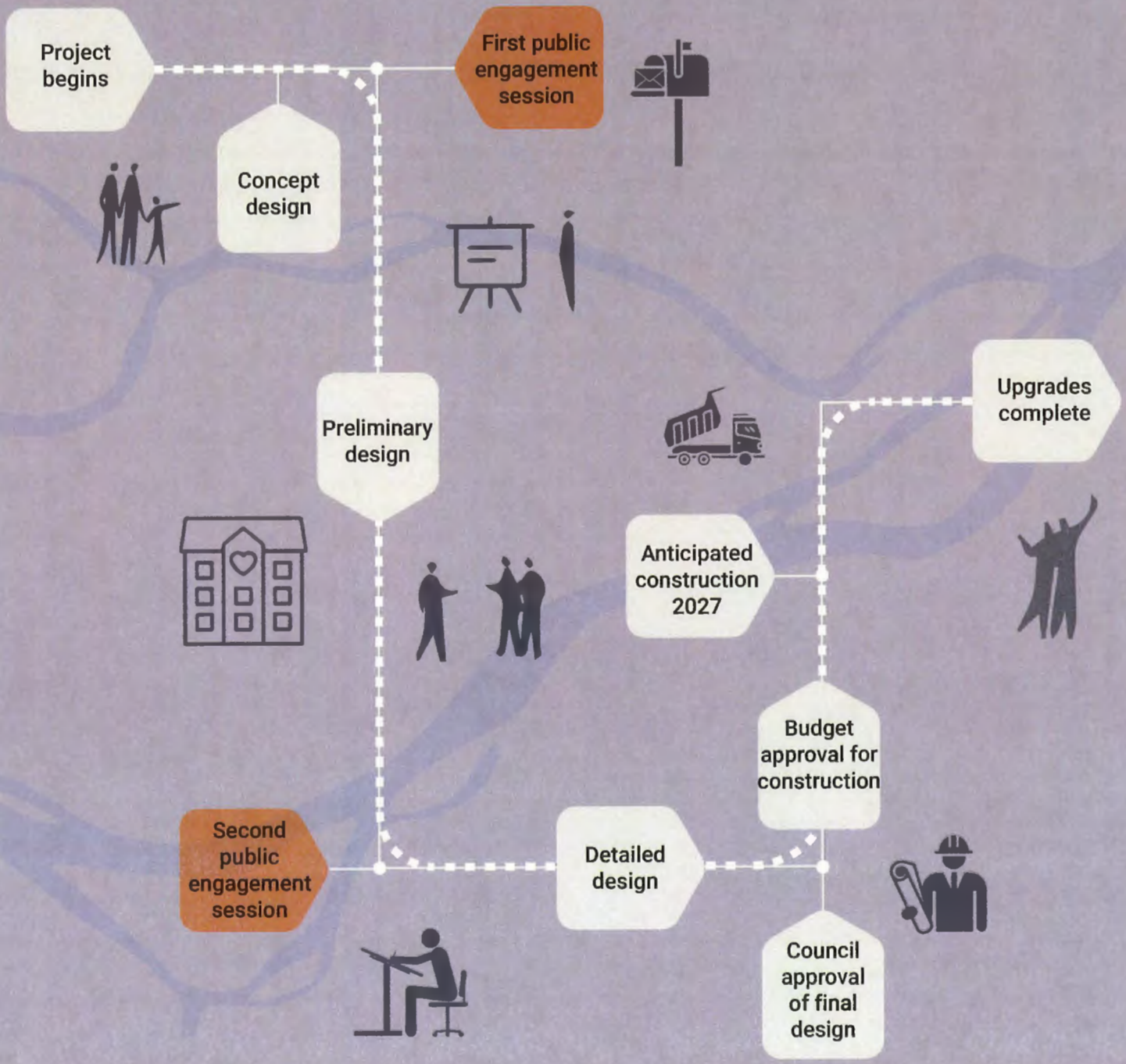


Figure 5: Timeline for Proposed South Dike Upgrades

Public Engagement Summary

The first public engagement initiative targeted a select group of residents in the London Landing area, as they are most directly affected by this project. Approximately 500 people were invited via mail to attend the in-person event in December 2023 and visit the Let's Talk Richmond platform to review designs and complete a brief survey. The second engagement, in late summer 2024, expanded to residents within a 1-kilometre radius of the project area, with roughly 1700 people contacted to participate. Similar to the first initiative, residents were again invited to attend the in-person event and visit Let's Talk Richmond to review the updated designs and participate in a refined survey, based on the feedback from the previous engagement.

Both the first and second engagement activities featured various methods to involve the public, including:

- Two in-person open houses at local facilities (Steveston Community Centre and London Landing Wharf).
- Two online surveys hosted on the City's Let's Talk Richmond platform.
- Three future dike height demonstrations.
- A variety of informational materials containing project-specific details.

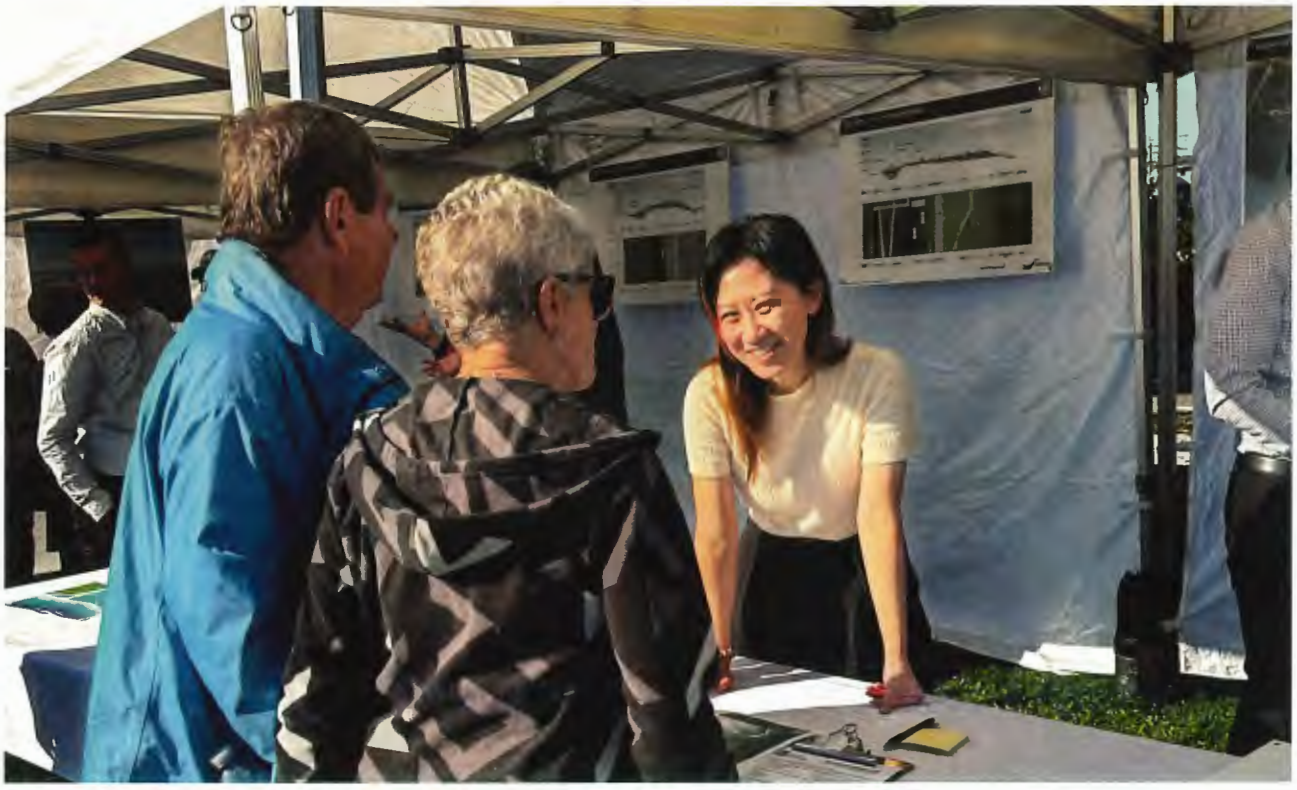


Figure 6: Photo From Public Engagement Event #2.

An additional engagement event, hosted by the City's Transportation Department, took place at the project site in September 2024 to better understand residents' sentiments regarding various potential traffic safety and calming measures along Dyke Road. The data collected from this engagement initiative is not summarized in this report; however, coordination is underway to determine how the feedback can influence the South Dike Upgrades project.

As the project progresses, the Department of Fisheries and Oceans, Fish and Fish Habitat, the BC Ministry of Forests, the BC Ministry of Water, Land and Resource Stewardship, and the BC Inspector of Dikes will be directly engaged through the required permitting processes.



Figure 7: Kids Educational Activities.



Figure 8: On-Site Dike Height Demonstration.



Figure 9: Kids Area with Educational Activities.

Public Engagement Events

Public Engagement Event #1

The first public engagement kicked off on December 6, 2023, with the launch of the project's page on the Let's Talk Richmond platform. The page featured information boards, preliminary designs, site photos, a variety of relevant project information, and a request for feedback in the form of a survey that closed on February 4, 2024. To specifically target those most directly impacted by the project, approximately 500 residents of the London Landing neighbourhood were contacted to participate. A total of 249 residents visited the site, and 21 submitted survey responses.

On December 13, 2023, the City hosted an in-person open house at the Steveston Community Centre from 4 PM to 8 PM. Roughly 45 Richmond residents attended the engagement event.

At the open house, the City, along with the project's design consultants, presented eleven poster boards to the public. These boards included two site overviews, three cross-sections, three conceptual renderings, one illustration, and two preliminary designs for the Steveston Island Dike. Approximately ten staff members were present to answer questions and share information about the project. Overall, this session allowed City representatives to address questions from a focused group of London Landing residents and for attendees to voice their hopes and concerns related to the project.

Additionally, a kids area with educational activities was created as a safe space for young Steveston residents. A looping flood protection video and dike-related coloring sheets provided education and entertainment, allowing their parents to provide feedback more freely.



Figure 10: Photo from Public Engagement Event #1.

Public Engagement Event #2

The second public engagement kicked off on September 11, 2024, with the launch of the project's page on the Let's Talk Richmond platform. The page featured a variety of relevant project information and a brief survey for visitors to complete, which closed on October 6, 2024. Approximately 1,700 residents were contacted to participate, with the target area being a 1-kilometre radius around the London Landing neighborhood. A total of 541 residents visited the site, and 182 submitted survey responses.

On September 18, 2024, the City hosted an in-person open house at the London Landing Wharf (6200 Dyke Road) from 4 PM to 7 PM. This location was selected due to its close proximity to the project site and nearby residents, while also providing an opportunity for passersby and park users from outside the area to learn more about the project. Roughly 75 residents attended the event.

At the open house, the City, along with the project's design consultants, presented ten poster boards to the public. These boards included two site overviews, one project timeline, one "What We Heard" display, three cross-sections, two conceptual renderings, and one "Why Is This Important" display. Approximately 15 staff members were present to answer questions and share information about the project. Overall, this session allowed City representatives to address questions from a broader group of Richmond residents and for attendees to voice their hopes and concerns related to the project.

Additionally, a kids area with educational activities was created as a safe space for young Steveston residents. There was a covered seating area with a table, dike-related coloring sheets, and a flood protection-themed comic book authored by nearby Dixon Elementary School provided both education and entertainment for the kids, allowing their parents to give feedback more freely.



Figure 11: Photo from Public Engagement Event #2.

Key Findings & Outcomes

Survey Data

Question 1. ***Overall, I support the City's proposed South Dike Upgrades (select any one option).***

Engagement 1:

During the first public engagement event, staff sought to gather feedback from residents living near the project area, which extends from 6080 Dyke Road to the Gilbert Road South Pump Station. To facilitate this, a group of residents (~500) were invited to participate in a survey aimed at assessing their overall support for the City's proposed South Dike Upgrades.

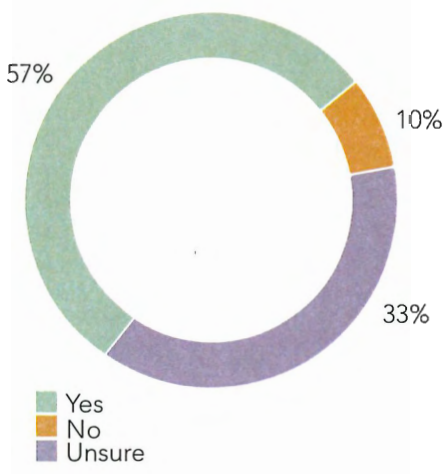


Figure 12: Pie Chart of Engagement Survey 1 Results.

The survey results indicate that 57% of residents in the immediate area expressed support for the proposed upgrades, 33% were unsure, and 10% voiced opposition. This feedback highlights a favourable level of community engagement and interest in the City's efforts to enhance local infrastructure for flood protection through the South Dike Upgrades project.

Engagement 2:

During the second public engagement event with an expanded participant reach, staff sought to gather feedback from residents within a 1-kilometre radius of the project area, which extends from 6080 Dyke Road to the Gilbert Road South Pump Station. To facilitate this, a larger group of residents (~1700) were invited to participate in a survey aimed at assessing their overall support for the City's proposed South Dike Upgrades.

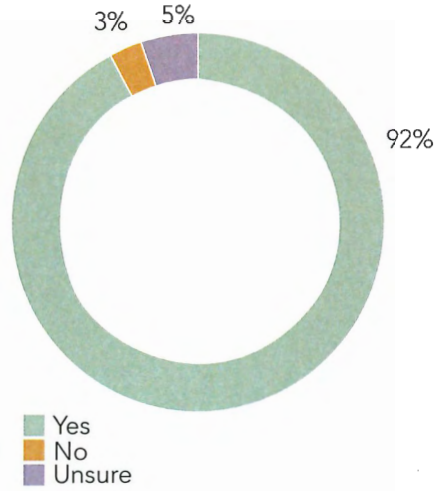


Figure 13: Pie Chart of Engagement Survey 2 Results.

The survey results indicate that 92% of residents in the immediate area expressed support for the proposed upgrades, 5% were unsure, and 3% voiced opposition. This feedback highlights an extremely favourable level of community engagement and interest in the City's efforts to enhance local infrastructure for flood protection through the South Dike Upgrades project.

Question 2. ***After viewing the updated designs, the areas that interest me most are (select all that apply).***

Engagement 1:

During the first public engagement event, staff sought to better understand what hopes and concerns local residents had with respect to the project. As a result, one of the survey questions asked which areas of the South Dike Upgrades project are of the most interest to them.

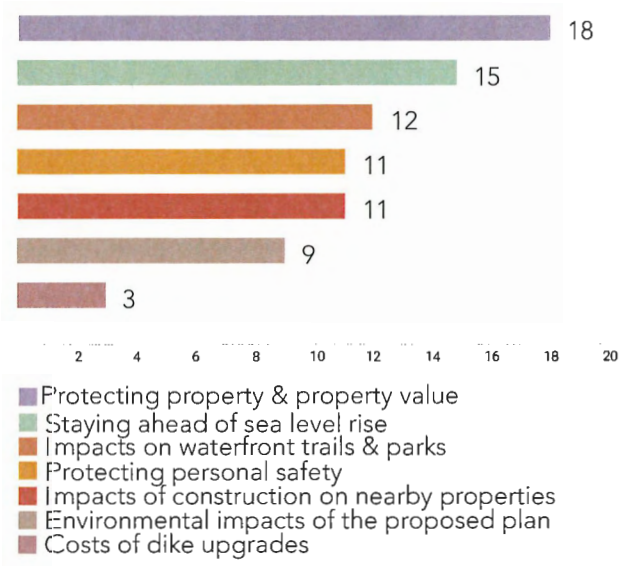


Figure 14: Bar Chart of Engagement Survey 1 Results.

The survey results identified that protecting property and proactively addressing sea level rise were two of the primary concerns among participating residents. Additionally, feedback from written comments indicated a strong interest in enhancing accessibility for the dike and nearby trails. In response to this input, staff assessed that some minor adjustments should be made to the survey for the second engagement event to better capture residents' priorities and preferences.

Engagement 2:

During the second public engagement event with an expanded participant reach, staff modified the survey options in response to the results that were identified previously. As a result, accessibility concerns were added as an area of interest that participants could select.

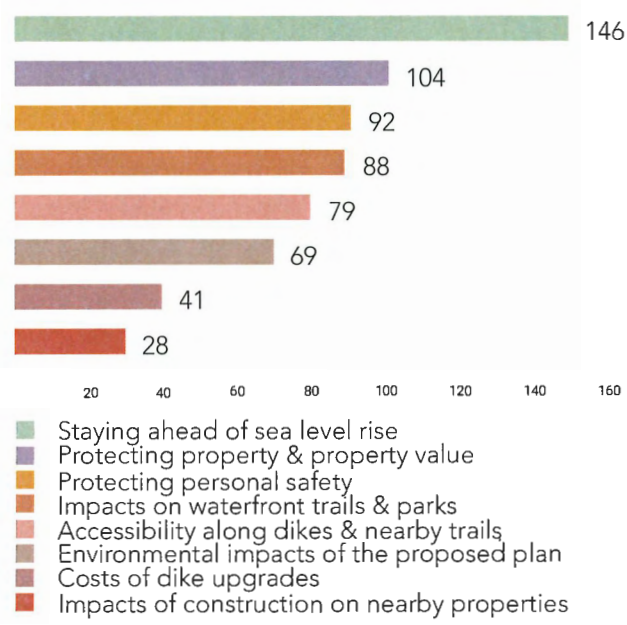


Figure 15: Bar Chart of Engagement Survey 2 Results.

Once again, the survey results identified that proactively addressing sea level rise and protecting property were two of the primary concerns among participating residents. Additionally, the data indicated a strong interest in protecting personal safety and consideration for the impacts and accessibility along the dike, waterfront trails, and parks.

Question 3. *After viewing the updated designs, the features that are most important to me are (select up to three that apply).*

Engagement 1:

During the first public engagement event, staff sought to better understand what features and amenities are of most interest to local residents, as this could potentially play a role in what is included in the designs.

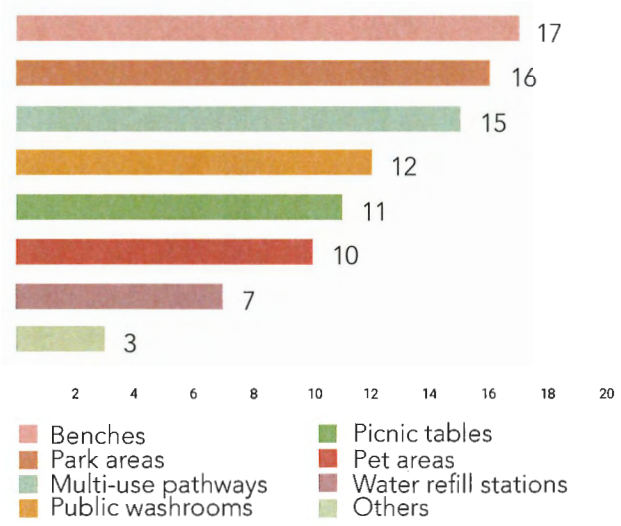


Figure 16: Bar Chart of Question 3 Engagement Survey 1 Results.

The survey results identified that benches, park areas, and multi-use pathways are features that local residents would like to see in the dike upgrades. Additionally, feedback from written comments indicated a strong interest in including accessible pathways and protective infrastructure from the roadway as potential features. In response to this input, staff assessed that some minor adjustments should be made to the survey for the second engagement event to better capture residents' interests.

Engagement 2:

During the second public engagement event with an expanded participant reach, staff modified the survey options in response to the results that were identified previously. As a result, options for accessible pathways and traffic and pedestrian safety were added to the survey as potential features participants could select.

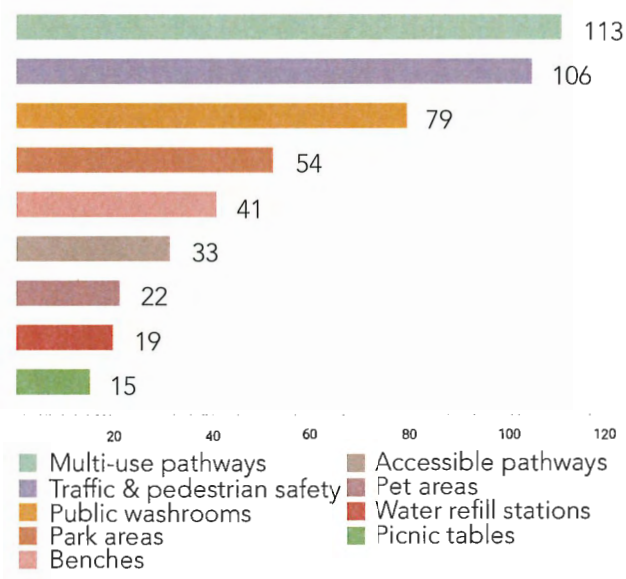


Figure 17: Bar Chart of Question 3 Engagement Survey 2 Results.

The survey results identified that multi-use pathways and traffic and pedestrian safety were the overwhelmingly higher interests to other amenities and features. Additionally, the data indicated a strong interest in public washrooms, park areas, and benches as key considerations to include in the designs.

Question 4. ***The South Dike Upgrades are part of the City's Dike Master Plan, which includes efforts to raise its perimeter dikes in anticipation of potential sea level rise. I think this effort is (select any one option).***

Engagement 1:

During the first public engagement, staff sought to gauge the sentiments of local residents in regards to the City's efforts to raise the perimeter dikes in anticipation of potential sea level rise.

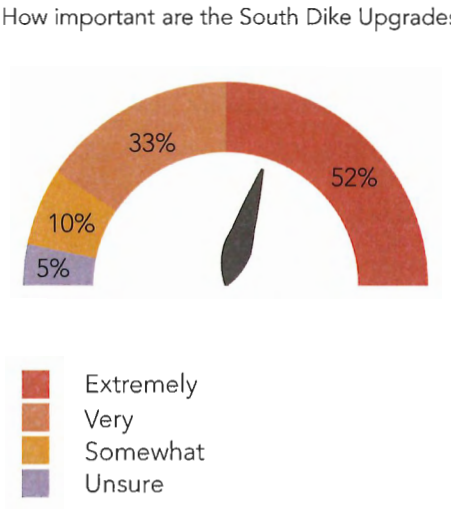


Figure 18: Gauge Chart of Engagement Survey 1 Results.

The survey results indicate that 52% of residents in the immediate area believe this effort to be extremely important. This feedback highlights a majority favourable level of community engagement and interest in the City's efforts to enhance local infrastructure for flood protection throughout Richmond.

Engagement 2:

During the second public engagement event with an expanded participant reach, staff sought to gauge the sentiments of local residents in regards to the City's efforts to raise the perimeter dikes in anticipation of potential sea level rise.

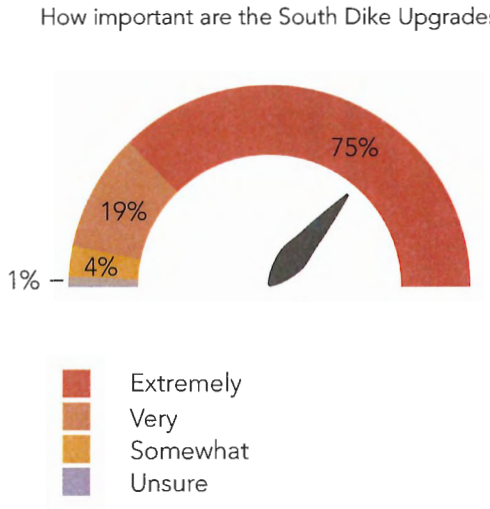


Figure 19: Gauge Chart of Engagement Survey 2 Results.

The survey results indicate that 75% of residents in the area believe this effort to be extremely important. This feedback highlights a highly favourable level of community engagement and interest in the City's efforts to enhance local infrastructure for flood protection throughout Richmond.

Areas of Importance

Throughout these two engagement initiatives, staff identified several recurring hopes and concerns expressed by the public. The following are the key areas of importance highlighted from both the online surveys and the in-person open houses:

Flood Protection

Residents emphasized the critical need for flood protection in Richmond through supporting resilient infrastructure to safeguard the community and businesses. While there was general approval of the City's efforts, respondents provided suggestions for optimizing implementation.

Road Safety

Respondents raised concerns about traffic-related issues, including noise, speed, and overall safety within the project area. There was broad support for incorporating speed controls and traffic-calming measures to enhance safety for nearby residents, pedestrians, and cyclists.

Project Timeline, Communication, and Planning

Respondents expressed a desire for the project timeline to reflect the urgency of addressing sea-level rise and climate change, while also emphasizing the importance of staying informed throughout the design process. Some noted that initial planning and notification periods for in-person events were too short. In response, the City adjusted its outreach efforts in later engagements and will continue prioritizing transparency moving forward.

Road and Dike Alignment and the Future Steveston Island Dike

Concerns were raised about the potential impacts of shifting the road and dike northward, including effects on property values, safety, and security. Open house attendees also expressed interest in extending the future Steveston Island Dike eastward. This extension would result in raising Dyke Road east of the boat launch by 0.8 metres instead of the originally planned 1.5 metres.



Figure 20: Visual Representation of Public Feedback from Survey Results (Larger words indicate more frequent mentions).

Environmental Impacts

Respondents emphasized the need to minimize environmental impacts throughout the project. They expressed concerns surrounding dike encroachment into natural habitats, mitigating the spread of invasive species, and preserving existing trees within the project area.

Multi-Use Pathway, Cyclists, and Pedestrians

Residents stressed the importance of maintaining the existing multi-use pathway while exploring potential improvements. Suggestions included adding a separated bike lane, widening the existing pathway, creating a shoulder along Dyke Road, and improving signage to clarify shared road use with cyclists. Maintaining beach access for residents and pathway users to reach various recreational spaces was also a key concern.

Accessibility

Ensuring accessible connections to the top of the dike and the waterside was a priority for respondents. Suggestions included adding ramps and other mobility-friendly features to support inclusive design.

Property Impacts

Respondents expressed concerns about potential impacts on property values due to changes in road alignment, increased dike height, and reduced river views. Additional questions were raised about infilling the existing ditch and its potential effects on privacy and safety.

Construction Disruptions

Concerns were raised about the duration of construction activities and the potential for property damage. Respondents emphasized the need for clear communication regarding construction timelines and what mitigation measures will be utilized.



Figure 21: Park Area Rendering for Proposed South Dike Upgrades.


Richmond

City of Richmond

Report to Committee

To:	Public Works and Transportation Committee	**Date:**	June 24, 2025
From:	Suzanne Bycraft Director, Public Works Operations	**File:**	10-6370-01/2025-Vol 01
Re:	**Dog Waste Collection Pilot Summary and Proposed Expansion**		

Staff Recommendation

That an ongoing additional level estimated at $71,000 be considered in the 2026 Utility budget process to expand the Dog Waste Collection Program as described in Option 2 in the staff report titled "Dog Waste Collection Pilot Summary and Proposed Expansion" dated June 24, 2025 from the Director, Public Works Operations.

Suzanne Bycraft
Director, Public Works Operations
(604-233-3338)

Att. 2

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Finance Department	☑	Roeland Zwaag
Community Bylaws	☑	
Parks Services	☑	
SENIOR STAFF REPORT REVIEW	**INITIALS:** CJ	**APPROVED BY CAO** Serena.

Staff Report

Origin

This report presents the outcome of the Dog Waste Collection Pilot Program (Pilot), which was an action item identified in the "Recycling and Solid Waste Management: Report 2022 – Taking Action to Reduce Waste". In March 2024, a one-year pilot was established at Aberdeen Neighbourhood Park, McLean Neighbourhood Park, and Steveston Community Park.

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

> *Leadership in environmental sustainability through innovative, sustainable and proactive solutions that mitigate climate change and other environmental impacts.*
>
> *5.1 Continue to demonstrate leadership in proactive climate action and environmental sustainability.*
>
> *5.3 Encourage waste reduction and sustainable choices in the City and community.*

This report provides an update on the Pilot, a jurisdictional scan of existing dog waste collection programs in other municipalities and proposes a two-pronged approach including expanding and formalizing the dog waste collection program, and establishing a communications campaign to encourage proper disposal methods.

Analysis

Background

Under the Metro Vancouver Disposal Ban Program, pet excrement (waste) – in excess of 5% of the total weight or the total volume of the load – is prohibited from disposal at the Metro Vancouver landfill. Loads found in contravention will be fined $76, plus any remediation or clean-up costs, under the *Metro Vancouver Tipping Fee Bylaw*. There are approximately 7,500 dogs registered with the City, which would equate to an estimated 930 tonnes of dog waste being disposed each year, excluding dogs visiting the city. Pet owners are encouraged to flush dog waste down the toilet whenever possible, but there may be situations when out in the community where disposal in public spaces litter bins is appropriate. The City conducted a sample waste composition study of public spaces bins in early 2025 and found that dog waste accounts for approximately 30% of the disposed material, with staff indicating this percentage increases during the warmer months.

To help mitigate the issue of dog waste in public spaces bins, Metro Vancouver conducted a pilot to collect dog waste by installing specialized red collection bins in select regional parks. The pilot tested an alternative disposal method to separate the dog waste from the plastic bags and dispose of at a Metro Vancouver wastewater treatment plant (WWTP). After 3 years, the pilot was made permanent and expanded to other Metro Vancouver regional parks, with approximately 150 collection bins installed.

Eight municipalities in the region also implemented their own dog waste collection programs, installing specialized collection bins in parks, green and public spaces. The table below provides details on these municipalities' programs.

Table 1: Other Municipal Dog Waste Collection Programs

Municipality	**Locations of Collection Receptacle**	**Receptacle Type**
City of Burnaby	Parks	Red, plastic, 120L cart
City of Delta	Parks	Metal, multi-stream bin with garbage and recycling
City of North Vancouver	Parks, green spaces, public spaces	Red, plastic, 120L cart
City of Port Coquitlam	Parks	Red, plastic, 120L cart
City of Port Moody	Parks and green spaces	Red, plastic, 120L cart
District of North Vancouver	Parks	Red, plastic, 120L cart
District of West Vancouver	Parks	Red, plastic, 120L cart
Township of Langley	Parks, public spaces	Metal, multi-stream bin with a combination of garbage, organics, and recycling

Richmond Dog Waste Collection Pilot Program

In 2023, staff noticed an increase in requests for dog waste bins from the community and saw an opportunity to test program feasibility and up-take within Richmond. In March 2024, the Pilot was launched at the following three City owned dog off-leash areas to test the new dedicated dog waste bins – Aberdeen Neighbourhood Park, McLean Neighbourhood Park, and Steveston Community Park.



Figure 1: Dog Waste Collection Bin

Staff installed a total of five specialized red dog waste collection bins at the entrances of each of the three dog off-leash areas with accompanying signage that is consistent with the regional approach. A contractor who specializes in the collection, debagging and disposal of dog waste at WWTPs was engaged to manage the collection. From March 2024 to March 2025, a total of 13,500 kg of dog waste was collected, debagged and sent to the Iona WWTP, helping to reduce the amount of organic material decomposing in landfills which emits methane gas.

Total costs associated with the Pilot was $12,550 – this includes weekly collection fees, overage fees, and the initial purchase of the red collection bins. Overage fees are levied by the contractor if the collection bin is more than half full due to weight and handling issues.

Engagement

As a part of the Pilot, information was included on a dedicated "Dog Waste Collection Pilot" webpage, as well as highlighted on the various Parks webpages, including the interactive "Dogs Off-Leash Areas" webpage.

An engagement campaign was also launched to gather feedback from dog off-leash area users and residents walking by the dedicated dog waste bins. Surveys were conducted both in-person and online through the City's Let's Talk Richmond platform from July to November 2024. In total, there were 50 respondents to the survey, providing positive feedback, with residents appreciating the idea that their dog waste was being diverted from landfill, reducing negative impacts on the environment. Additional comments indicated interest in expanding the dedicated dog waste bins to other off-leash areas, parks and/or pathways where residents frequently walk their dogs.

Recommendations

As the Pilot has been successful in diverting dog waste from the landfill and is in alignment with the City's waste diversion goals, there is an opportunity to transition the Pilot to a permanent program. Staff have identified three options below for Council consideration:

Option 1 – Conclude the Pilot
This option would conclude the Pilot and discontinue the collection of dog waste at the three identified City owned dog off-leash areas. Dog waste would revert to disposal in the public spaces litter bins installed within parks and along pathways. This option is not recommended as it is not in alignment with Metro Vancouver disposal bans and best practices.

Option 2 – Expand the Pilot to all City Owned Dog Off-Leash Areas (Recommended)
This option would formalize the Dog Waste Collection Program in all 13 remaining City dog off-leash areas within Richmond, ensuring all dog off-leash area users have an appropriate place to effectively handle their dog waste. Staff would engage a contractor to manage the dog waste collection through a competitive bid process in alignment with the City's Procurement Policy.

As a part of this option, staff would implement a multi-pronged communications campaign to help educate the public on proper dog waste disposal and the issue of littering dog waste in public spaces. In conjunction with Bylaws and the SPCA, this campaign would include letters to dog owners, patrols by the SPCA of known areas of concern for dog waste littering and additional signage alongside litter bins.

This expanded program is estimated to cost $71,000 annually and could be funded through the annual Solid Waste and Recycling Utility budget. This option is estimated to increase the total amount of dog waste diverted to 72,000 kg.

Option 3 – Expand the Pilot to all City Owned Dog Off-Leash Areas and other identified City Parks and Trails (Alternate Recommendation)
This option would include everything within Option 2 and expand to include 14 additional high traffic City Parks and Trails frequented by dog owners. This option would result in the highest amount of dog waste diversion throughout the City but increase overall program costs substantially to approximately $165,000 annually. This option may also result in increased requests from residents to install dedicated dog waste collection bins in smaller, less frequented parks, which would not be included in this funding. This option is presented as an alternative recommendation for Council's consideration as it would increase dog waste diversion to a total

of 135,000 kg. This option can be reviewed in the future as a potential opportunity for expansion as the program evolves.

Attachment 1 provides a summary list of the locations proposed for each option detailed above, and Attachment 2 presents the information visually on a map.

Financial Implications

For Options 2 and 3 as detailed above, staff explored an alternative funding option which would implement a "user pay" model by increasing dog licensing fees to help cover the program's costs. However, with approximately 7,500 dogs registered with the City, the additional expenses would increase the dog licensing fees by approximately $9.50 per dog license for Option 2 and $22 per dog license for Option 3. Table 2 below details the proposed cost increases for each dog license class.

While the user pay approach aligns with other aspects of the City's solid waste and recycling services, public opposition to any increase in dog license fees is expected based on input received. Therefore, the user pay is not recommended at this time. Rather, consideration could be given to gradually transfer the program costs to the dog license fee by reallocating 25% from the utility budget to the dog license fee year-over-year, which would equate to an increase of approximately $2.40 per dog license fee for Option 2 and $5.50 for Option 3 each year over the next 4 years.

Current annual dog license fees are $27.75 for spayed or neutered dogs if paid before March 1st ($14.50 for seniors) or $41.00 if paid after March 1st. Fees for non-spayed or non-neutered dogs are $67.25 before March 1st or $93.50 if after March 1st.

Increasing the dog licensing fee would put the City out of alignment with other municipalities' fee structures, as well as risk an increase in unlicensed dogs within the City. Unlicensed dogs require more administrative investigation for Bylaws/SPCA staff, which may impact City response time to dog complaints or dog bite inquiries and overall costs.

Table 2: User Pay Model Cost increase for Option 2 and Option 3

Dog License	Current Fee	Option 2	Option 3
Spayed and Neutered – *Before March 1 (Regular Rate)*	$27.75	$37.25 *34% increase*	$49.75 *79% increase*
Spayed and Neutered – *Before March 1 (Senior Rate)*	$14.50	$24.00 *66% increase*	$36.50 *152% increase*
Spayed and Neutered – *After March 1*	$41.00	$50.50 *23% increase*	$63.00 *54% increase*
Non-Spayed and Non-Neutered – *Before March 1*	$67.25	$76.75 *14% increase*	$89.25 *33% increase*
Non-Spayed and Non-Neutered – *After March 1*	$93.50	$103.00 *10% increase*	$115.50 *24% increase*

Financial Impact

The cost of the Pilot was $12,550 which was funded by the Solid Waste and Recycling Provision. Should Council endorse the Dog Waste Collection Program as recommended in Option 2, an ongoing additional level request estimated at $71,000 will be submitted for consideration in the 2026 budget process. Should Council endorse Option 3, estimated at $165,000, a similar process will be followed.

Conclusion

In an effort to reduce environmental impact and promote responsible waste practices, the Pilot demonstrated that separate collection of dog waste is feasible and successfully diverted waste from the landfill. Expanding the Pilot to a formalized program at all dog off-leash areas as outlined in Option 2 would increase dog waste diversion from 13,500 kg of dog waste in the Pilot, to an estimated 72,000 kg annually as a formalized program.

This increased diversion from landfill would support the City's overall waste diversion goals, align with Metro Vancouver waste disposal bans and provide residents with a more sustainable option for disposing their dog waste. If endorsed, this program and the associated cost will be included for consideration in the 2026 budget process.



Kristina Grozdanich
Manager, Recycling and Waste Recovery
(604-244-1280)

KG:kg

Att. 1: Location Details for Dog Waste Collection Program Options
2: Map of Dog Waste Collection Bins

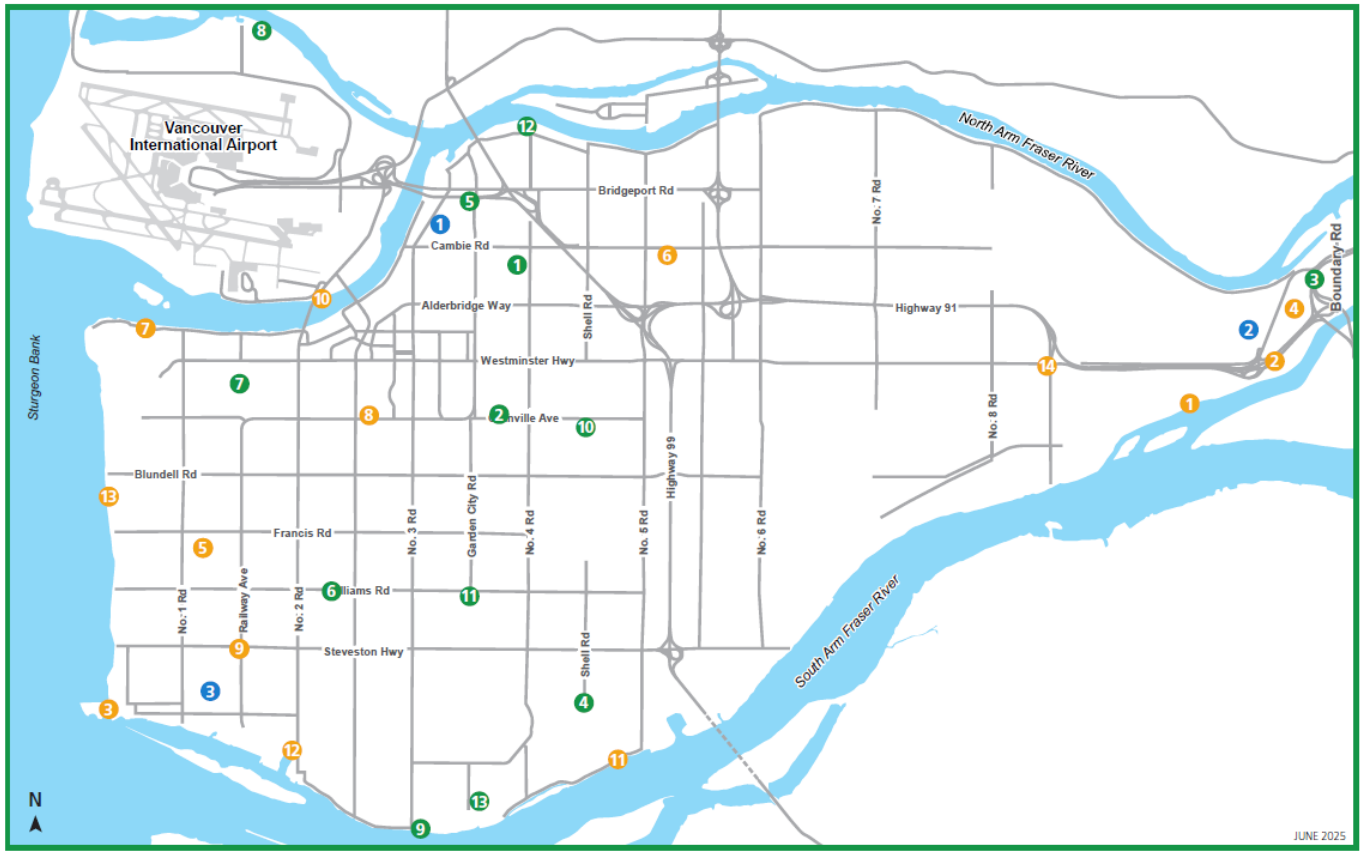
Attachment 1

Location Details for Dog Waste Collection Program Options

Option	Collection Locations
1. End pilot and discontinue dog waste collection	None (existing dog waste bins to be removed)
2. Expand to all dog off-leash areas (fenced and unfenced)	• Aberdeen Neighbourhood Park • Alexandra Neighbourhood Park • Garden City Community Park • Hamilton Highway Park • Horseshoe Slough Trail • Ketcheson Neighbourhood Park • London/Steveston Neighbourhood Park • McCallan Neighbourhood Park • McDonald Beach Park • McLean Neighbourhood Park • No 3 Road Bark Park • Shell Road Recreational Trail • South Arm Community Park • Steveston Community Park • Tait Waterfront Trail • Woodwards Slough
3. Expand to all dog off-leash areas and additional parks/pathways	Locations in Option 2 plus additional parks/pathways including: • East Richmond Trail • Fraserwood Trail • Garry Point Park • Hamilton Community Park • Hugh Boyd Community Park • King George Park • Middle Arm Trail • Minoru Park • Railway Greenway • Sea Island Trail • South Dyke Trail • Steveston Greenways • West Dyke Trail • Westminster Highway Trail

Attachment 2

City of Richmond
Dog Waste Collection Bins



Pilot Locations

1. Aberdeen Neighbourhood Park
2. McLean Neighbourhood Park
3. Steveston Community Park

Option 2

1. Alexandra Neighbourhood Park
2. Garden City Community Park
3. Hamilton Highway Park
4. Horseshoe Slough Trail
5. Ketcheson Neighbourhood Park
6. London/Steveston Neighbourhood Park
7. McCallan Neighbourhood Park
8. McDonald Beach Park
9. No 3 Road Bark Park
10. Shell Road Recreational Trail
11. South Arm Community Park
12. Tait Waterfront Trail
13. Woodwards Slough

Option 3

1. East Richmond Trail
2. Fraserwood Trail
3. Garry Point Park
4. Hamilton Community Park
5. Hugh Boyd Community Park
6. King George Park
7. Middle Arm Trail
8. Minoru Park
9. Railway Greenway
10. Sea Island Trail
11. South Dyke Trail
12. Steveston Greenways
13. West Dyke Trail
14. Westminster Highway Trail

Richmond

City of Richmond

Report to Committee

To:	Public Works and Transportation Committee	**Date:**	July 4, 2025
From:	Suzanne Bycraft Director, Public Works Operations	**File:**	10-6000-01/2025-Vol 01
Re:	**Award of Contract 8438P – Provision of Hydrovac Services**		

Staff Recommendations

1. That Contract 8438P – Provision of Hydrovac Services be awarded to McRae's Environmental Service Ltd., for a three-year term for an estimated contract value of $9,286,266 exclusive of taxes, as described in the report titled "Award of Contract 8438P – Provision of Hydrovac Services", dated June 23, 2025 from the Director, Public Works Operations;

2. That the Chief Administrative Officer and the General Manager, Engineering and Public Works be authorized to execute the contract and related documentation with McRae's Environmental Service Ltd.; and

3. That the Chief Administrative Officer and the General Manager, Engineering and Public Works be authorized to extend the initial three-year term, up to the maximum total term of five years, for the maximum total amount of contract of $15,711,201, excluding taxes.

Suzanne Bycraft
Director, Public Works Operations
(604-233-3338)

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Parks Services	☑	
Finance Department	☑	
Purchasing	☑	
SENIOR STAFF REPORT REVIEW	**INITIALS:**	**APPROVED BY CAO**

Staff Report

Origin

Vacuum truck services are essential to support the City's operational, maintenance, and construction needs for underground infrastructure. The required services include, but are not limited to:

- Hydro excavation
- Flushing services
- Cleaning services
- Hydraulic root cutting
- Pumping services
- Stand-by services
- Emergency and disaster response support

Currently, these services are being delivered under an existing agreement with McRae's Environmental Services Ltd., awarded through a previous competitive process posted on BC Bid. As this contract is set to expire in July 2025, the City initiated a new procurement process to secure ongoing service provision.

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

> *Community safety and preparedness through effective planning, strategic partnerships and proactive programs.*
>
> *3.3 Ensure the community is collectively prepared for emergencies and potential disasters.*
>
> *3.4 Ensure civic infrastructure, assets and resources are effectively maintained and continue to meet the needs of the community as it grows.*

Analysis

Procurement Process

The City issued a Request for Proposal (RFP) 8438P – Provision of Hydrovac Services that was posted on BC Bid on April 22, 2025 and closed on May 20, 2025.

The scope of work described in the RFP included:

- Delivery of hydrovac services to various job sites, including but not limited to roads, utilities, parks and during emergency response situations. These services will be provided on an as-requested basis; and
- Providing all necessary personnel and operational resources to carry out the services effectively. This includes the provision of qualified staff, supervisors, specialized

vehicles, equipment, tools, safety provisions, and materials required to complete the work in accordance with City standards.

The RFP requested proponents submit financial proposals for the required services based on both historical and anticipated service usage with fixed pricing for the first year of the Contract along with escalation rates for succeeding terms. Proponents were advised that an Evaluation Committee would review and score submissions against predetermined criteria to determine the proposal that offered the best overall value to the City.

Eight proposals were received by the closing date from the following proponents:

- Ace Tank Services Inc.
- Badger Daylighting Limited Partnership
- Baza Ventures Inc.
- Dougness Holding Ltd.
- GFL Environmental Services Inc.
- Lonestar Vacuum Inc.
- McRae's Environmental Services Ltd
- Super Save Group of Companies

Review Process

The RFP submissions were evaluated by a cross-functional committee based on the pre-established criteria that included:

- Corporate profile and capacity
- Equipment and services availability
- Demonstrated experience and references
- Sustainability and circular economy
- Financial proposal

The evaluation results of the RFP are summarized in Table 1.

Table 1 – Evaluation Results

Rank	Name of Proponent	RFP Score	Proponent Pricing Based on Estimated Service Hours per Annum	
1	McRae's Environmental Services	82.22	$	2,814,020
2	GFL Environmental Services Inc.	62.65	$	3,370,870
3	Super Save Group of Companies	59.60	$	3,335,200
4	Lonestar Vacuum Inc.	57.12	$	3,941,850
5	Ace Tank Services Inc.	52.98	$	3,392,350
6	Baza Ventures Inc.	43.66	$	3,607,750
7	Dougness Holdings Ltd.	41.88	$	4,578,050
8	Badger Daylighting Limited Partnership	No Score	$	2,033,300*

* Denotes incomplete bid

Based on staff's evaluation of the proposals received, the proposal submitted by McRae's Environmental Services received the highest overall score and was therefore ranked first (shown in Table 1). McRae's Environmental Services submitted a complete and well-rounded proposal that met all of the City's service requirements, including hydraulic root cutting, flushing, pumping, and stand-by support.

McRae's submission demonstrated strong operational capability and alignment with the City's needs based on the evaluation criteria. In addition, the proposal also addressed the City's sustainability goals, providing clear responses to the circular economy criteria and outlining practices that support responsible resource management and demonstrate an efficient service delivery model.

Although the financial proposal received from Badger Daylighting Limited Partnership was less than the proposal submitted by McRae's Environmental Services, staff noted that their proposal did not include key services such as hydraulic root cutting, pumping, and flushing, and therefore did not meet the minimum requirements of the RFP. The remaining proposals were higher in cost, without offering corresponding enhancements in scope or service delivery.

Contract Term

The recommended contract is for an initial three-year term, with the option to renew for up to two additional one-year terms at the conclusion of the initial term.

Financial Impact

Contract 8438P will be funded through applicable capital, receivable, and operating budgets on an "as and when needed" basis. The total value of this contract over the recommended three-year term is estimated at $9,286,266, excluding taxes. The City wishes to retain the option to extend the initial three-year term for two additional one-year terms for an aggregate total contract value of $15,711,201, excluding taxes, as summarized in Table 2.

Table 2 – Estimated Contract Cost

Estimated Cost	
First Year (August 2025 – July 2026)	$2,814,020
Second Year (August 2026 – July 2027)	$2,814,020
Third Year (August 2027 – July 2028)	$2,814,020
Contingency (10%)	$844,206
Subtotal (Three-year Term)	$9,286,266
Optional Fourth Year – 2.5% increase (August 2028 – July 2029)	$2,884,370
Optional Fifth Year – 2.5% increase (August 2029 – July 2030)	$2,956,480
Contingency (10%)	$584,085
Subtotal (Optional Years)	$6,424,935
Total Estimated Costs (exclusive of taxes)	**$15,711,201**

Conclusion

This report presents the results of a competitive procurement process for Contract 8438P Provision of Hydrovac Services.

It is recommended that the contract be awarded to McRae's Environmental Service Ltd. for an initial three-year term commencing on August 1, 2025 and that the Chief Administrative Officer and the General Manager, Engineering and Public Works be authorized to extend the initial three-year term, up to the maximum total term of five years, for the maximum total amount of contract of $15,711,201, excluding taxes.



Victor Ma
Manager, Sanitary Sewer Operationss
(604-204-8598)

VM:hh

City of Richmond

Report to Committee

To:	Public Works and Transportation Committee	**Date:**	July 4, 2025
From:	Suzanne Bycraft Director, Public Works Operations	**File:**	10-6650-02/2025-Vol 01
Re:	**Award of Contract 8428 NOITC - Supply and Delivery of Water Meters and Water Meter Heads**		

Staff Recommendations

1. That Contract 8428 NOITC – Supply and Delivery of Water Meters and Water Meter Heads be awarded to FlowSystems Distribution Inc. ("Flow Systems"), for a one-year term for an estimated value of $400,000, exclusive of taxes, as described in the report titled "Award of Contract 8428 NOITC – Supply and Delivery of Water Meters and Water Meter Heads" dated June 19, 2025 from the Director, Public Works Operations;

2. That the Chief Administrative Officer and the General Manager, Engineering and Public Works be authorized to execute the contract and all related documentation with FlowSystems Distribution Inc.; and

3. That the Chief Administrative officer and General Manager, Engineering and Public Works be authorized to extend the initial one-year term, up to a maximum total term of five years, for the maximum total amount of $2,000,000, excluding taxes.

Suzanne Bycraft
Director, Public Works Operations
(604-233-3338)

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Finance Department	☑	Roeland Zwaag
Purchasing	☑	
Engineering	☑	
SENIOR STAFF REPORT REVIEW	**INITIALS:** CJ	**APPROVED BY CAO**

Staff Report

Origin

This report presents the results of a Notice of Intent to Contract with FlowSystems Distribution Inc. for the provision of the City's water meters and appurtenances in support of the City's water conservation strategy.

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

> *Proactive stakeholder and civic engagement to foster understanding and involvement and advance Richmond's interests.*

And the Council's Strategic Plan 2022-2026 Focus Area #4 Responsible Financial Management and Governance:

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

Analysis

Background

The City's water meters are all Neptune manufactured radio frequency water meters. The meter readings are mostly read remotely and the data is downloaded into the Neptune software. The Neptune software communicates the billing information to Tempest, the City's financial software system. The Neptune water meter and software system had been selected by the City through a previous competitive bidding process.

Any newly purchased water meters must be interoperable with the City's existing meter reading and billing software, as well as with Tempest. Flow Systems is the exclusive distributor of Neptune Technology Group's water meters throughout British Columbia. Under Article 513 of the Canadian Free Trade Agreement, single sourcing is permitted to ensure compatibility with existing infrastructure and systems.

Procurement Process

A Notice of Intent to Contract (NOITC) 8428 NOITC - Supply and Delivery of Water Meters and Water Meter Heads was posted to BC Bid on May 8, 2025 and did not receive any challenges by the May 20, 2025 closing date.

Neptune Technology Group has designated Flow Systems as the sole provider of Neptune water meters and water meter heads for Western Canada. The City's previous contract was with Fred Surridge Ltd., and they no longer hold the contract with Neptune Technology Group. The scope of work under the contract with Flow Systems is for the supply and delivery of water meters and water meter heads on an as and when required basis. Rates provided by Flow Systems are within accepted industry rates for services under 8428 NOITC.

Contract Term

The contract terms are indicated as an initial one-year term, renewable for up to four additional one-year periods to a maximum of five years, upon agreement of both the City and the Contractor.

Financial Impact

The estimated value of this contract for the initial one-year term is $400,000, excluding taxes. The City wishes to retain the option to extend the initial one-year term for four additional one-year terms for a total contract value of $2,000,000, excluding taxes, as summarized in Table 1.

Table 1 – Estimated Contract Cost

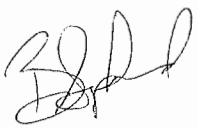
Contract Year	Contract Value
Year 1 (August 2025 – July 2026)	$400,000
Optional Year 2 (August 2026 – July 2027)	$400,000
Optional Year 3 (August 2027 – July 2028)	$400,000
Optional Year 4 (August 2028 – July 2029)	$400,000
Optional Year 5 (August 2029 – July 2030)	$400,000
Subtotal	$2,000,000
Total Contract Value (exclusive of taxes)	**$2,000,000**

This contract will be funded through applicable capital, receivable, and operating budgets on an "as and when needed" basis.

The average material cost for each water meter installation is approximately $1,000. Under this contract, an estimated 400 water meters may be purchased, which represents the average number of meters installed and/or replaced each year. The City currently installs 14 types of water meters, ranging in size and application from residential to commercial. The final quantity will depend on the specific types and sizes required on an as-needed basis.

Conclusion

This report presents the results of a Notice of Intent to contract with Flow Systems under Contract 8428 NOITC - Supply and Delivery of Water Meters and Water Meter Heads.It is recommended that the contract be awarded to FlowSystems Distribution Inc., being the exclusive distributor of Neptune Technology Groups water meters for an initial one-year term and that the Chief Administrative Officer and the General Manager, Engineering and Public Works be authorized to extend the initial one-year term, up to the maximum total term of five years, for the maximum total amount of contract of $2,000,000, excluding taxes.



Bryan Shepherd
Manager, Waterworks
(604-233-3334)

City of Richmond

Report to Committee

To:	Parks, Recreation and Cultural Services Committee	**Date:**	June 30, 2025
From:	Todd Gross Director, Parks Services	**File:**	06-2400-20-RAIL1/Vol 01
Re:	**Railway Greenway Solar Lighting Options**		

Staff Recommendation

That Option 2, "Two Phase Implementation", as outlined in the staff report titled "Railway Greenway Solar Lighting Options", dated June 30, 2025, from the Director, Parks Services, be approved.

Todd Gross
Director, Parks Services
(604-247-4942)

Att. 1

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Finance Department	☑	
Engineering	☑	
Climate and Environment	☑	
Transportation	☑	
Public Works	☑	
Risk Management	☑	
SENIOR STAFF REPORT REVIEW	**INITIALS:**	**APPROVED BY CAO**

Staff Report

Origin

At the May 12, 2025, Council meeting, staff received the following referral in regards to the report titled "Railway Greenway Lighting – 2025 Update":

> *That staff investigate and report back on the feasibility of a solar lighting only option, including its functionality, costs, potential for phased implementation, advantages and disadvantages, and the estimated cost of retrofitting should the solar option prove unviable.*

The purpose of this report is to respond to the referral and present solar lighting implementation options for the Railway Greenway (the greenway) for consideration by Council.

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

> *Proactive stakeholder and civic engagement to foster understanding and involvement and advance Richmond's interests.*
>
> *1.2 Advocate for the needs of Richmond in collaboration with partners and stakeholders.*

This report supports Council's Strategic Plan 2022–2026 Focus Area #2 Strategic and Sustainable Community Growth:

> *Strategic and sustainable growth that supports long-term community needs and a well-planned and prosperous city.*
>
> *2.4 Enhance Richmond's robust transportation network by balancing commercial, public, private and active transportation needs.*

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

> *Community safety and preparedness through effective planning, strategic partnerships and proactive programs.*
>
> *3.4 Ensure civic infrastructure, assets and resources are effectively maintained and continue to meet the needs of the community as it grows.*

Background

In 2024, a public engagement process was conducted to determine resident preferences for lighting along the Railway Greenway (between Westminster Highway and Garry Street, totalling approximately 4.4 kilometres in length). The results indicated strong support for lighting, with 78.5 per cent of 529 respondents in favour. Respondents also expressed a clear preference for lighting strategies that seek to reduce adverse impacts on both adjacent residents and wildlife.

Following receipt of the referral from Council, solar lighting implementation options have been explored within the previously identified seven dark areas (totalling approximately 1.7 kilometres in length) – refer to Table 1 below, and the Railway Greenway Lighting Areas Map (Attachment 1) – where lighting should be prioritized. These areas, which were determined to be the darkest based on factors including distance from existing adjacent lighting and proximity of dense vegetation, would greatly benefit from additional illumination. Table 1 outlines the locations and approximate lengths of each lighting area.

Table 1: Railway Greenway Lighting Areas (north to south)

Area No.	Name	Northern Cross Street	Southern Cross Street	Length
1	Westminster Highway to Granville Avenue	Westminster Highway	Granville Avenue	787m
2	7320 to 7400 Railway Avenue	Linfield Gate	Lancing Road	86m
3	8340 to 8720 Railway Avenue	Colbeck Road	Francis Road	374m
4	9500 to 9588 Railway Avenue	Woodwards Road	Williams Road	117m
5	10040 to 10160 Railway Avenue	Williams Road	Hollymount Gate	140m
6	10180 to 10300 Railway Avenue	Williams Road	Hollymount Gate	116m
7	10660 to 10720 Railway Avenue	Hollymount Gate	Steveston Highway	97m

Analysis

The following section outlines considerations for solar lighting, including its functionality, advantages, disadvantages, cost implications, potential for phased implementation and retrofit, and relevant case studies.

Solar Lighting Considerations

Functionality

Solar pedestrian lights are approximately 4.5-metre tall poles with LED fixtures. While solar pedestrian light poles, bases, and luminaires are nearly identical to their non-solar counterparts in terms of functionality and lifespan, they require specialized components that allow them to operate without a hardwired power supply, including a solar panel, battery, and lighting controller.

Solar lighting performance is primarily affected by the amount of energy available to fixtures from the battery. Batteries and solar panels are sized specifically for each project, based on comprehensive, location-specific climate data, to maximize functionality and reliability.

Advantages

Solar pedestrian lights offer a range of advantages, including their ease of implementation and associated cost savings since no hardwired service connection is required. In addition, the environmental impacts are considerably lower than those associated with non-solar lighting, as less excavation is required for conduit trenching and service connections. Copper wire theft concerns are also eliminated.

Disadvantages

The disadvantages of solar pedestrian lights include the susceptibility of solar components to be affected by environmental factors, including weather and adjacent vegetation. Solar panels and batteries, while not inherently accessible, could be potential targets for vandalism and theft. Regular inspection and management of adjacent vegetation, e.g., tree pruning, would be required to ensure solar panel functionality is not compromised by these external factors. In addition, as there are more specialized components required for solar lights to function, their anticipated lifespan must be factored into long term maintenance and operation (25 years for solar panels, 10 years for batteries, 10+ years for controllers).

Cost

Solar pedestrian lights are anticipated to have lower overall implementation costs compared to City standard pedestrian lights. While solar pedestrian lights include more specialized components, they do not require a connection to the power grid, and thus avoid costs associated with a hardwired service connection. High level cost estimates for implementation and operation, which consider solar component replacement, vegetation management and routine inspection and maintenance are provided in the Solar Lighting Options section of the report.

Potential for Phased Implementation

Solar pedestrian lights offer opportunities for phased implementation, which may offer benefits in the form of operational risk management, allowing the City to gauge the success of a solar lighting system prior to broader implementation. However, there are cost implications for a multi-phase approach, including unknowns related to inflation and other potential cost escalations over time, and the requirement for multiple mobilization efforts to achieve full implementation. The Solar Lighting Options section of the report outlines potential phased implementation scenarios, along with anticipated costs and key considerations.

Potential for Retrofitting

The options presented in this report are based on hybrid-ready solar pedestrian lights. These lights offer significant benefits in the form of financial risk mitigation, cost savings, and adaptability, should standalone solar lighting be deemed unviable. In such a scenario, installed light poles could be connected to alternating current (AC) power with typical service connection requirements and the addition of an adapter component (approximately $200 per light); luminaires, batteries, solar panels, and controllers could remain in place without being modified, and would allow for solar and AC power to be used concurrently to provide energy savings when

compared with utilizing AC power only. All solar pedestrian light bases would be outfitted with capped conduit stubs to allow for this potential modification.

Case studies

In previous reports, solar lighting along the Arbutus Greenway in Vancouver, British Columbia, was highlighted as a case study. The following projects offer further examples of similar solar lighting applications in British Columbia and Oregon.

Port Alberni, British Columbia

In September 2024, the City of Port Alberni installed 56 solar lights along a new, 4-kilometre waterfront multi-use path. This decision was based on a successful pilot project several years earlier that saw eight solar lights installed over a 250-metre stretch of pathway. Solar panels and batteries were sized according to Port Alberni's climate, and the system was designed to tolerate colder temperatures during the winter. Motion detection sensors were incorporated to optimize energy use, increasing output when activity is detected and lowering when not. Port Alberni Parks staff advised that they have not experienced vandalism or technical challenges with any of the lights to date, and that the solar lighting installation has been successful.

Eugene, Oregon

In October 2024, the City of Eugene, Oregon installed 66 solar lights along an approximately 800-metre segment of one of its most popular recreational corridors, the Fern Ridge Path. The decision to implement solar-powered lighting was based on prior experience with copper wire theft, and site-specific challenges associated with lack of access to power. Similar to the Railway Greenway, the surrounding environment included sensitive habitat areas, and in response the project employed lights with soft colour temperature, shielding to direct light downward, and programmable dimming to minimize wildlife disturbance. This project utilized the same solar light specification that has been proposed in this report.

The following section outlines potential solar lighting options and anticipated cost estimates for implementation and operation.

Solar Lighting Options

Option 1 – Single Phase Implementation

Option 1 is to implement solar lighting in the seven lighting areas identified in Attachment 1 in a single phase. This option would see 52 lights in total, spaced at approximately 30 metres on centre, installed over the 1.7-kilometre length of greenway in a single phase. This option has been determined to be most cost-effective, as it avoids potential cost increases associated with a multi-phase implementation. However, it also presents the highest operational risk, given the unknowns associated with adopting a new lighting standard for the City without an initial trial period. While a construction cost estimate would be developed through the detailed design stage, a high level cost estimate summary is provided in Table 2. All noted costs include a contingency, factor in potential cost escalation, and represent 2025 dollars.

Table 2: Option 1 Cost Estimate Summary

	Phase 1	Phase 2	Phase 3	Total
Implementation costs	$741,000	N/A	N/A	$741,000
Operating budget impact (OBI)	$47,000	N/A	N/A	$47,000
Retrofitting costs (if required)	$652,000	N/A	N/A	$652,000

If Option 1 is endorsed, an existing Council-approved capital project, Parks Advance Planning and Design, will be used to develop detailed design drawings. A capital submission including an operating budget impact (OBI) will be submitted for Council consideration as part of the 2026 budget process. The detailed lighting plans would include assessment and mitigation of lighting impacts on both adjacent residents and wildlife within the greenway corridor. Mitigation measures would include utilizing lights with appropriate colour temperature, luminaires with adequate house-side and up-light shielding, and lighting controls.

If solar lighting is deemed unviable in the future, retrofitting of the lighting system may be required. In this scenario, a capital submission would be submitted for Council consideration as part of the annual budget process.

Option 1 is not recommended. While it would most promptly implement lighting in the greenway areas determined to be the darkest and offers the lowest capital cost for implementation, it presents the highest level of operational risk that could be mitigated by adopting a multi-phase implementation approach.

Option 2 – Two Phase Implementation (Recommended)

Option 2 is to implement solar lighting in the seven lighting areas identified in Attachment 1 over two phases. Phase 1 would see 26 lights in total, spaced at approximately 30 metres on centre, installed in Lighting Areas 1 and 2 (approximately 900 metres in length); and Phase 2 would see 26 lights, spaced at approximately 30 metres on centre, installed in Lighting Areas 3 through 7 (approximately 800 metres in length). It is anticipated that Phase 1 would be implemented and remain in place for approximately one year prior to implementation of the subsequent phase to sufficiently assess performance and future viability. This option has been determined to be the second most cost-effective and mitigates operational risk by affording a trial period for solar lighting. While a construction cost estimate would be developed through the detailed design stage, a high level cost estimate summary is provided in Table 3. All noted costs include a contingency, factor in potential cost escalation, and represent 2025 dollars.

Table 3: Option 2 Cost Estimate Summary

	Phase 1	Phase 2	Phase 3	Total
Implementation costs	$360,000	$407,000	N/A	$767,000
Operating budget impact (OBI)	$24,000	$24,000	N/A	$48,000
Retrofitting costs (if required)	$278,000	$400,000	N/A	$678,000

If Option 2 is endorsed, an existing Council-approved capital project, Parks Advance Planning and Design, will be used to develop detailed design drawings. Capital submissions including an OBI will be submitted for Council consideration as part of the annual budget process. The detailed lighting plans would include assessment and mitigation of lighting impacts on both adjacent residents and wildlife within the greenway corridor. Mitigation measures would include utilizing lights with appropriate colour temperature, luminaires with adequate house-side and up-light shielding, and lighting controls.

If solar lighting is deemed unviable in the future, retrofitting of the lighting system may be required. In this scenario, a capital submission would be submitted for Council consideration as part of the annual budget process.

Option 2 is recommended, as it would prioritize lighting in the darkest area of the Railway Greenway that is most removed from existing light sources (Lighting Area 1) and implement lighting in an area that is more likely to be affected by existing vegetation (Lighting Area 2) and thus presents optimal conditions for a solar lighting trial to gauge its success. While this option is the second most cost-effective option, it employs a measured approach that strikes an appropriate balance between mitigating operational risk, cost-efficiency, and timely implementation.

Option 3 – Three Phase Implementation

Option 3 is to implement solar lighting in the seven lighting areas identified in Attachment 1 over three phases. Phase 1 would see 23 lights in total, spaced at approximately 30 metres on centre, installed in Lighting Area 1 (approximately 800 metres in length); Phase 2 would see 17 lights, spaced at approximately 30 metres on centre, installed in Lighting Areas 2, 3, and 7 (approximately 600 metres in length); and Phase 3 would see 12 lights, spaced at approximately 30 metres on centre, installed in Lighting Areas 4, 5, and 6 (approximately 400 metres in length). It is anticipated that Phase 1 and 2 would each be implemented and remain in place for approximately one year prior to implementation of the subsequent phase(s) to sufficiently assess performance and future viability. This option has been determined to be the least cost-effective, due to the three separate mobilization efforts that would be required for full implementation, and its susceptibility to inflation and other potential cost escalations over time. While a construction cost estimate would be developed through the detailed design stage, a high level cost estimate summary is provided in Table 4. All noted costs include a contingency, factor in potential cost escalation, and represent 2025 dollars.

Table 4: Option 3 Cost Estimate Summary

	Phase 1	Phase 2	Phase 3	Total
Implementation costs	$313,000	$264,000	$207,000	$784,000
Operating budget impact (OBI)	$21,000	$17,000	$12,000	$50,000
Retrofitting costs (if required)	$217,000	$258,000	$220,000	$695,000

If Option 3 is endorsed, an existing Council-approved capital project, Parks Advance Planning and Design, will be used to develop detailed design drawings. Capital submissions including an OBI will be submitted for Council consideration as part of the annual budget process. The detailed lighting plans would include assessment and mitigation of lighting impacts on both adjacent residents and wildlife within the greenway corridor. Mitigation measures would include utilizing lights with appropriate colour temperature, luminaires with adequate house-side and up-light shielding, and lighting controls.

If solar lighting is deemed unviable in the future, retrofitting of the lighting system may be required. In this scenario, a capital submission would be submitted for Council consideration as part of the annual budget process.

Option 3 is not recommended, as it represents the least cost-effective option and presents the greatest financial risk of unknowns associated with inflation and potential cost escalations over a multi-phase implementation period.

Financial Impact

Option 2, implementation of solar pedestrian lighting over two phases, is recommended. With endorsement, an existing Council-approved capital project, Parks Advance Planning and Design, will be used to prepare detailed design drawings, a construction cost estimate, and an OBI. Capital submissions including the construction cost estimate and OBI will be submitted for Council consideration as part of the annual budget process.

If retrofitting of the solar lighting system is required in the future, additional capital submissions outlining associated costs would be submitted for Council consideration as part of the annual budget process.

Conclusion

The feasibility of implementing solar lighting along the Railway Greenway, with consideration given to its functionality, advantages, disadvantages, cost implications, potential for phased implementation and retrofit, and relevant case studies, has been examined.

Option 2, implementation of solar pedestrian lighting over two phases, is recommended. The first phase would allow lighting to be implemented within the darkest area of the Railway Greenway, along with one that presents optimal conditions for a solar lighting trial to gauge success. It offers the second most cost-effective option and would strike an appropriate balance between

mitigating operational risk, cost-efficiency, and timely implementation to address the strong community preference for lighting and resident concerns related to public health, safety, and welfare, while improving accessibility and minimizing ecological impacts along the Railway Greenway.

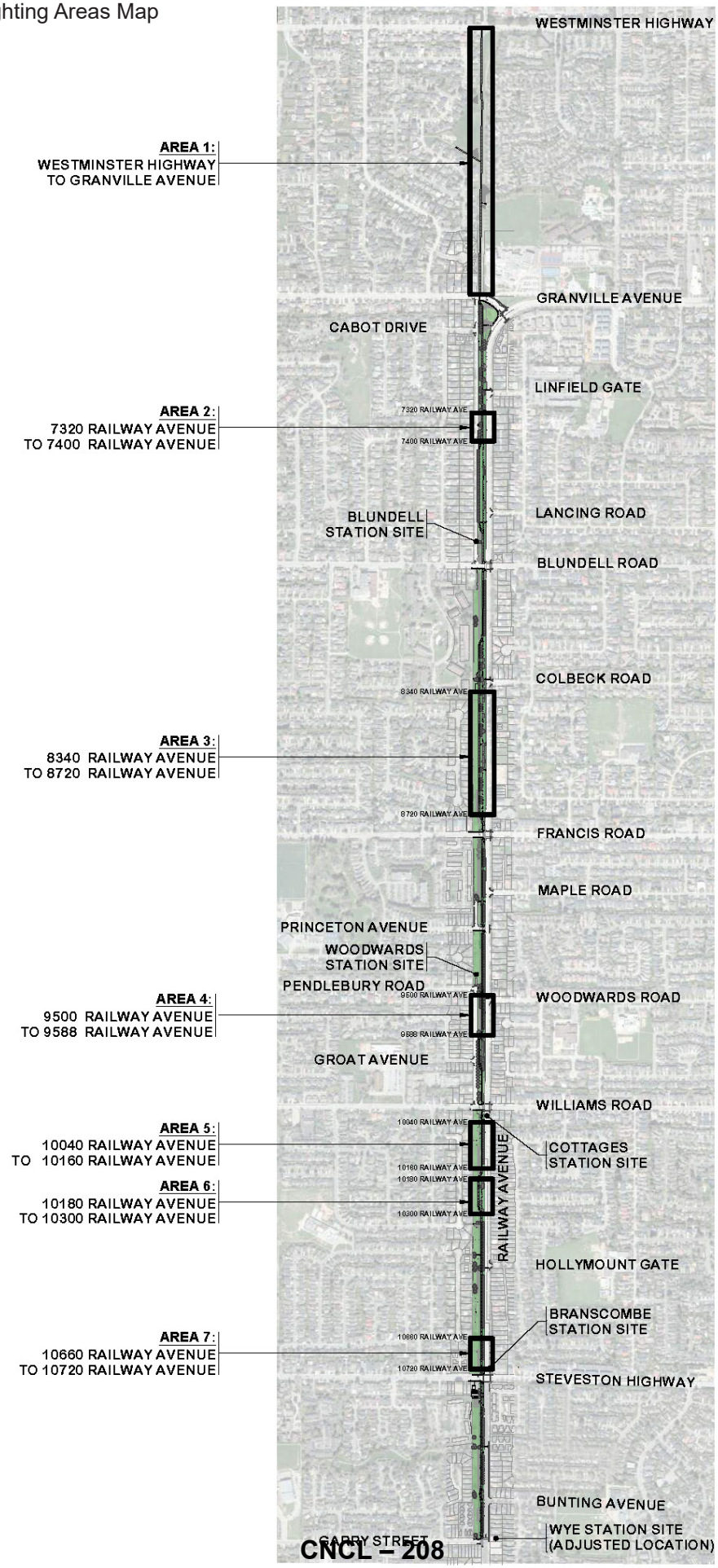
With endorsement of this option, an existing Council-approved capital project, Parks Advance Planning and Design, will be used to develop detailed design drawings and a construction cost estimate. Capital submissions for Railway Greenway solar lighting would be brought forward for Council consideration as part of the annual budget process.

Kevin Fraser
Research Planner 2
(604-233-3311)

Att. 1: Railway Greenway Lighting Areas Map

Railway Greenway Lighting Areas Map

Attachment 1



NOT TO SCALE

City of Richmond

Report to Committee

To:	Parks, Recreation and Cultural Services Committee	**Date:**	June 30, 2025
From:	Marie Fenwick Director, Arts, Culture and Heritage Services	**File:**	11-7000-11-01/2025-Vol 01
Re:	**Draft Richmond Arts Strategy 2025-2030**		

Staff Recommendations

1. That the Draft Richmond Arts Strategy 2025-2030, included as Attachment 1 of the staff report titled "Draft Richmond Arts Strategy 2025-2030", dated June 30, 2025, from the Director, Arts, Culture and Heritage Services, be endorsed for the purpose of seeking interest holders' and public feedback on the strategy; and

2. That the Final Richmond Arts Strategy 2025-2030, including the results of the interest holders' and public feedback, be brought back to Council for consideration following the interest holders' and public consultation.

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

Att. 1

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Communications	☑	
Economic Development	☑	
Community Social Development	☑	
Parks Services	☑	
Recreation & Sport Services	☑	
Development Applications	☑	
Policy Planning	☑	
SENIOR STAFF REPORT REVIEW	**INITIALS:** CJ	**APPROVED BY CAO**

Staff Report

Origin

In 2024, staff began the work of refreshing the ArtWorks: Richmond Arts Strategy 2019–2024 to build on the success of the previous five years, and provide an updated blueprint for the delivery of arts services enabling the broadest possible access to, and awareness of, the City's diverse arts opportunities.

At the regular Council Meeting on July 8, 2024, Council approved:

1. *That the current Council-endorsed Richmond Arts Strategy 2019–2024 Vision and Guiding Principles be reaffirmed to guide the development of the updated Richmond Arts Strategy 2025-2029; and*

2. *That the proposed scope of work for the updated Richmond Arts Strategy 2025–2029 as presented in the report titled, "Richmond Arts Strategy 2025–2029", dated May 24, 2024, from the Director, Arts, Culture and Heritage Services, be endorsed.*

The purpose of this report is to present the Draft Richmond Arts Strategy 2025–2030 ("Draft Arts Strategy 2025–2030", Attachment 1), as well as the next steps for the project. Pending Council's adoption of the Draft Arts Strategy 2025–2030, City staff will seek further feedback from the public and interest holders and will report back in Q4 of this year.

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

> *Proactive stakeholder and civic engagement to foster understanding and involvement and advance Richmond's interests.*
>
> *1.2 Advocate for the needs of Richmond in collaboration with partners and stakeholders.*

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

> *Vibrant, resilient and active communities supported by a wide variety of opportunities to get involved, build relationships and access resources.*
>
> *6.1 Advance a variety of program, services, and community amenities to support diverse needs and interests and activate the community.*
>
> *6.3 Foster intercultural harmony, community belonging, and social connections.*
>
> *6.5 Enhance and preserve arts and heritage assets in the community.*

Background

On July 8, 2024, Council reaffirmed the endorsed Vision and Guiding Principles of *ArtWorks: Richmond Arts Strategy 2019–2024*. Following a review of current sector practices, staff and interest holders were engaged to develop the Strategic Directions, Objectives and Supporting Actions for the Draft Arts Strategy 2025–2030 presented within this report.

The Draft Arts Strategy 2025–2030 was developed through a community engagement process that reflects on the current Strategy, adapting it to innovate and ensure alignment with new or updated City plans and strategies, while remaining based on the intensive research that was completed in 2018.

Analysis

Development Process and Community Engagement Results

The diagram below provides a summary of the Draft Arts Strategy 2025–2030 development process. Staff are currently in Phase 3, which includes development of the Draft Arts Strategy 2025–2030 and presentation to Council for adoption:



The thoughtful engagement of external and internal interest holders through facilitated sessions, paired with responses from the general public provided the necessary feedback to develop the Draft Arts Strategy 2025–2030. The project team gathered feedback from the following engagement activities:

- Four Community Roundtable workshops;
- Two inter-departmental staff team sessions;
- Sounding Board (adults) at Richmond Cultural Centre and Annex during Culture Days, Sept 21 to Oct 13 (216 responses);
- Sounding Board (youth/children) at Richmond Cultural Centre and Annex during Culture Days, Sept 21 to Oct 13 (65 responses); and

- Online community questionnaire via Let's Talk Richmond (general public and community associations), Sept 21 to Oct 14 (81 responses).

All engagement data collected in 2024–2025 builds upon the original engagement for *ArtWorks: Richmond Arts Strategy 2019–2024*, which was reviewed and discussed by both staff and community.

Robust community engagement was achieved through the four Community Roundtable workshops (in person and online) to connect with and learn from key interest holders. The Community Roundtable is comprised of some members of the 2018-2019 Strategy Task Group as well as new voices who may not have been active in the community during the previous engagement process. This diverse group includes practicing artists and representation from the Richmond Arts Coalition, Richmond School District No. 38, youth, Musqueam and others representing the Richmond community broadly. (The members are listed on page 39 of Attachment 1.)

An initial analysis of the progress made to the Supporting Actions outlined in *ArtWorks: Richmond Arts Strategy 2019–2024* identified completed and ongoing work, as well as actions requiring review. The five Strategic Directions of the current Strategy were then reviewed in detail, including Objectives and Supporting Actions, with consideration of current (post-pandemic) conditions as well as social and economic development opportunities. Additional key elements identified and/or verified through the interest holder engagement process (such as climate action and creative placemaking) were also included in the process of revision to complete this work.

In summary, the current Strategy focuses on free and affordable programming, new and improved spaces, and increasing awareness. Along with investment in arts and culture, these priorities carry over to the Draft Arts Strategy 2025–2030, with an increased attention to building leadership.

The table below compares the five Strategic Directions of the current Strategy and the proposed Draft Arts Strategy 2025–2030:

Strategy 2019-2024	Draft Strategy 2025-2030
1. Ensure affordable and accessible arts for all	1. Increase awareness, pride and participation in the arts
2. Promote inclusivity and diversity in the arts	2. Provide affordable and accessible arts for all
3. Invest in the arts	3. Invest in arts and culture
4. Increase awareness and participation in the arts	4. Build arts and cultural leadership
5. Activate public spaces through (and for!) the arts	5. Activate public spaces through (and for!) the arts

As illustrated above, Strategic Directions 1, 3, 4 and 5 remain with minor edits; however, the updated Strategic Direction 1 (now 2) includes many of the actions previously under Strategic Direction 2: "Promote inclusivity and diversity in the arts". Notably, there is a new Strategic Direction (4): "Build arts and cultural leadership".

Under each of these strategic directions, a series of objectives and supporting actions is outlined, which have been vetted and supported by the Community Roundtable. Examples of ongoing work are also provided throughout the Draft Arts Strategy 2025–2030 to acknowledge some of the ways that the Strategy is currently implemented.

The Draft Arts Strategy 2025–2030 identifies the challenges and clarifies needs within the arts community, the general community and at the City level, to facilitate the growth of the arts in Richmond by creating an environment and culture that ensures the arts play a strong role in creative placemaking, community social development, tourism and more. Moreover, the arts are understood as vital both to individual well-being and as a way to transcend language in working towards intercultural harmony.

The Draft Arts Strategy 2025–2030 also continues to call upon the City to continue to play a number of roles to develop and foster a community-wide approach to developing the arts: supporter, presenter, communicator, investor, and facility provider/operator in advancing arts and culture.

Funding Considerations

While many of the initiatives and actions will be achieved through annual work plans and working in collaboration with internal and external partners, some actions will require additional funding. When possible, additional funding required will be obtained through various sources including sponsorships, development opportunities, grants and funding from other levels of government. Efforts will also be made to leverage civic investment to attract the investment of additional resources, financial and non-financial, in support of the arts sector.

Any capital projects or requests for increases in operating budgets will come forward for Council approval within the Council approved budget process.

Financial Impact

None.

Next Steps

Upon endorsement of the Draft Arts Strategy 2025–2030 by Council, City staff will seek further feedback from interest holders and general public in September, following Labour Day, through the Culture Days opening weekend September 19–21:

- Additional input will be sought from the Community Roundtable.
- Targeted emails (including subscribers to the Arts & Culture e-Blast and Richmond Arts Coalitions e-newsletter), social media, news release, board displays in Richmond Cultural

Centre and Annex, posters, etc., will invite feedback on the Draft Arts Strategy 2025–2030 which will be posted online at howartworks.ca.

- A community questionnaire will be posted via Let's Talk Richmond and accessible via the City website and HowArtWorks.ca.

- The Draft Arts Strategy 2025–2030 will also be available as a hard copy at the Richmond Cultural Centre and Annex front desks.

The Final Arts Strategy 2025–2030 will be brought back to Council in Q4.

Conclusion

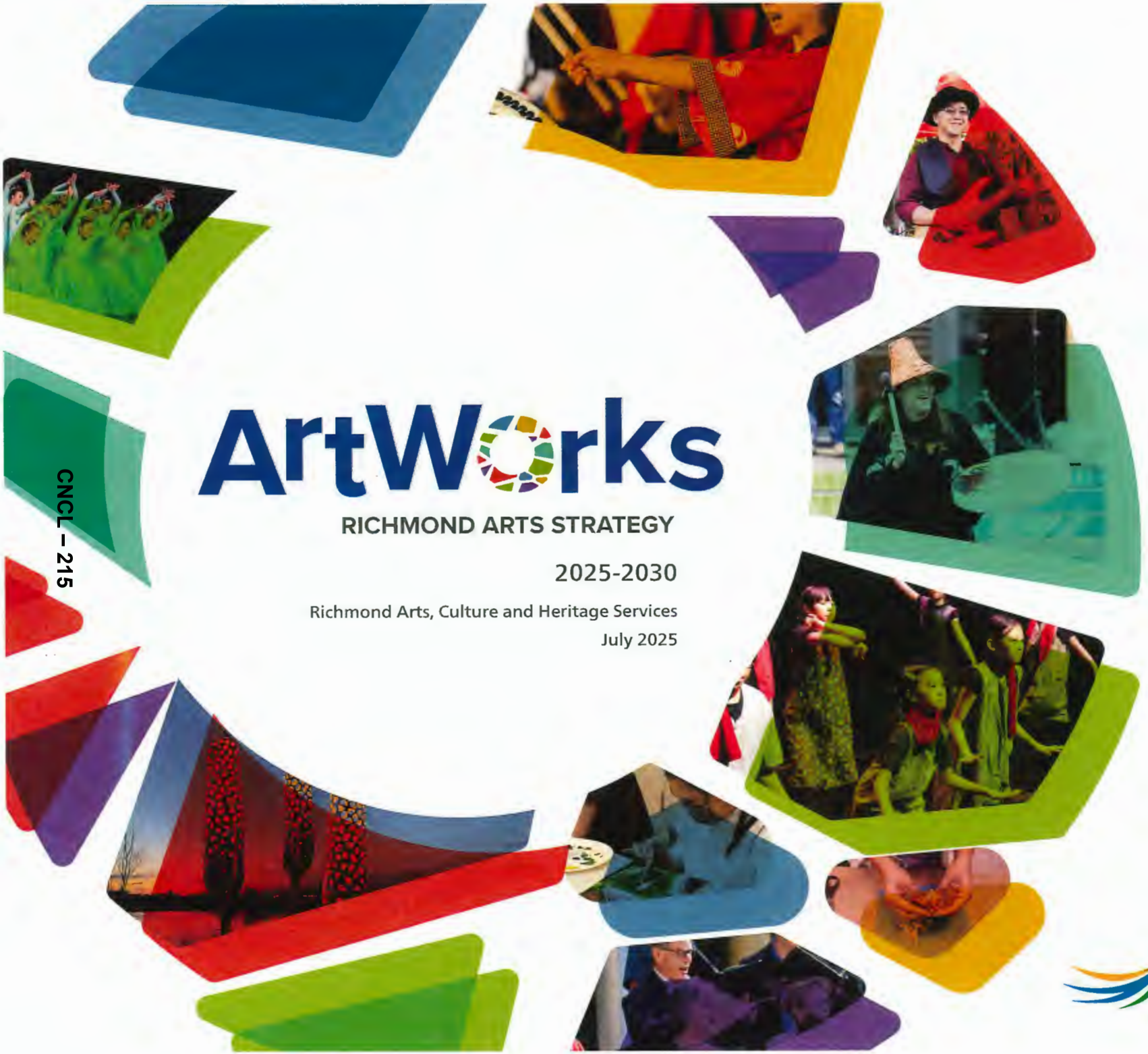
This Draft Arts Strategy 2025–2030, with meaningful input from the community, further advances Richmond as an arts destination with a thriving arts community and a rich offering of festivals, educational programs, public art, exhibitions and countless other opportunities to engage with the arts in everyday life. The Draft Arts Strategy 2025–2030 outlines five strategic directions which act as a roadmap to guide actions and work plans.

Upon adoption of the Draft Arts Strategy 2025–2030 by Council, staff will seek further validation from interest holders and general public. Any feedback received during the validation process will be assessed and used to develop the final Arts Strategy 2025–2030, which will be presented to Council in Q4.

Liesl Jauk
Manager Arts Services
(604-204-8672)

Att. 1: Draft Richmond Arts Strategy 2025-2030

DRAFT



ArtWorks

RICHMOND ARTS STRATEGY

2025-2030

Richmond Arts, Culture and Heritage Services

July 2025

Richmond

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Reconciliation

The City of Richmond is committed to building and maintaining positive and respectful relationships with xʷməθkʷəy̓əm (Musqueam) and Indigenous Peoples who live in and around Richmond in order to advance reconciliation between Indigenous and non-Indigenous people.



Traditional Musqueam cedar bark weaving workshop with artist Rita Kompst

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Origami displays at the Richmond Cherry Blossom Festival

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Highlights

What carries over from the previous plan?

ArtWorks: Richmond Arts Strategy 2019–2024 set a solid Vision with Guiding Principles for the development of arts and culture. As approved by Council, these remain in place to provide a comprehensive baseline for the City's ongoing arts and culture service delivery. *ArtWorks* focused on **free programming**, new and **improved spaces**, and **increased awareness**. These priorities carry over to the *Arts Strategy 2025–2030*, along with **investment** in arts and culture, with an increased attention to **building leadership**.

The updated Strategic Directions are as follows:

STRATEGIC DIRECTION 1:
Increase Awareness, Pride and Participation in the Arts

STRATEGIC DIRECTION 2:
Provide Affordable and Accessible Arts for All

STRATEGIC DIRECTION 3:
Invest in Arts and Culture

STRATEGIC DIRECTION 4:
Build Arts and Cultural Leadership

STRATEGIC DIRECTION 5:
Activate Public Spaces Through (and for!) the Arts



Capstan Village Public Art Walking Tour: art professional Jas Lally with *285 Apples* by Gathie Falk

What has changed?

A lot! Implementation of the *2019–2024 Strategy* largely occurred over the pandemic years which greatly impacted the cultural sector as a whole and has influenced how people in Canada are participating in arts and culture.

Coupled with the above are major **social and political changes**, **housing affordability challenges**, **inflation**, **health and climate pressures**, along with the **rise of AI and digital-based creation and organizational transformation**. As such, the cultural sector is facing critical challenges, as are our communities overall.

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At the same time, there is increased understanding of the inherent value of arts and culture to cities and communities, and most importantly, to people in their everyday lives.

Backed by growing research, there is now widespread awareness of how arts and culture contribute to:

- **Better health and wellbeing**—in fact, the arts are now being prescribed by doctors as a means to helping with a variety of conditions from reducing cognitive decline to improved emotional and mental health.
- **Safer cities**, including reducing acts of racism, accelerating acceptance of others, reducing delinquency, and improving resiliency and skills-building in at-risk youth.
- Understanding that **accessibility** applies not only to the facility infrastructure, or physical accessibility of the space, but also artistic programming, mission and vision. Taking a multi-dimensional approach to advancing accessibility demonstrates to people living with all types of disabilities that they have a place to participate. Meanwhile, ensuring that opportunities to participate in arts and culture remain low-barrier, that people feel welcomed in arts and cultural spaces, and have opportunities to encounter art in their everyday lives has been renewed as an area of focus in this *Arts Strategy Update*.
- **Stronger local economies through the arts**—Arts and culture play an important role in promoting economic goals through local regeneration, developing talent, creating jobs, spurring innovation and attracting tourists. They are critical to being a "complete community," and to vibrant, sustainable and successful local economies both through labour and production.

What's new?

The Update builds off the existing *ArtWorks: Richmond Arts Strategy* with an increased focus on:

Cultural tourism—Richmond is increasingly seen as a destination for vibrant arts, culture and heritage participation. The Update expands on ways to integrate arts and culture at strategic and tactical levels with tourism partners.

Raising Awareness—Knowing what arts and culture offerings are available is an increased focus of the plan. Without marketing and communications, Richmond residents remain unaware of the rich cultural programming already on offer.

Creative Placemaking—Though touched-on in the previous strategy, creative placemaking is a collaborative approach to designing, transforming and enhancing public spaces that focuses on the needs, identity and aspirations of the local community.

Climate and Sustainability—Building off the City's leading work in sustainability from the Circular City Strategy, the Update weaves in ways the arts are vital to understanding the climate crisis and calls for practices with sustainability in mind.

Community and City Roles and Responsibilities—With strategic investment in capacity building, community organizations can take-on and participate in the implementation of some of the actions found in this plan. By building local arts and culture leadership through a range of supports including training and development, the City and community can collaborate and achieve more—together.

See **OUR PLANNING CONTEXT**, pages 27–37.

Overview on Approach

The City of Richmond recognizes that the arts are integral to vibrant communities. Home to an immense cultural mosaic, Richmond is characterized by growth, changing demographics and a diverse arts landscape (see pages 32–33). The *Arts Strategy 2025–2030* represents this diversity and this momentum by identifying the challenges and needs of both the arts community and Richmond as a whole.

The arts can play a strong role in placemaking, community building, tourism and economic development, providing a new or different lens in finding ways to:

- combat social isolation in the community
- enhance quality of life by encouraging healthy lifestyles and lifelong learning
- celebrate diversity and improve awareness of cultural differences
- develop pride of place through art and design
- contribute to community vitality
- improve the ability to attract skilled workers
- gain a competitive advantage as a tourism destination
- and much more

What do we mean by the "arts"?

If it feels creative, odds are it counts! For the purpose of this strategy, "arts" refers to the broad subdivision of culture, composed of many expressive and creative disciplines. The term commonly encompasses, but is not limited to:

- Visual and applied arts (e.g. painting, print-making, installations; drawing, sculpture, crafts, textile arts, pottery and ceramics, photography, film and video)
- Performing arts (e.g. theatre, music, song, spoken word, and dance)
- Culinary arts
- Environmental and land art (i.e., site-specific, using natural landscape as medium)
- Interdisciplinary practices
- Literary arts
- Media arts
- Community-engaged arts practices

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Our Purpose

Introduced in 2019, *ArtWorks: Richmond Arts Strategy* acts as a comprehensive guide for residents, the City and its interest holders to develop stronger connections in order to advance the policies, programs and services needed for the arts to thrive in Richmond. With the 2025 Update, the City engaged with staff, interest holders in the community, and arts and culture subject-matter experts, to reflect on the existing strategy and adapt it to significant shifts in Richmond, the arts and society in general.

The intention was not to develop an entirely new Strategy, but rather to reflect on and adapt it to the current context that includes major considerations, such as the impacts of the COVID-19 pandemic, climate concerns, rising socio-cultural polarization and innovations in accessibility to arts. At the same time, the updated Strategy considers and incorporates the goals of other recent City plans and strategies, including but not limited to the *Richmond Accessibility Plan* (2023), *Community Wellness Strategy* (2018), *Community Energy and Emissions Plan* (2022) and the *Circular City Strategy* (2023).

This *Arts Strategy 2025–2030* reflects the evolving needs of the Richmond residents and visitors, all of whom have the right to enjoy arts and culture in their lives.

Process and Timeline

The *Arts Strategy 2025–2030* is the culmination of an extensive process of community engagement and interest holder input.

Reflection and Review
(July 2024–September 2024)
PHASE 1

Public Engagement
(September 2024–November 2024)
PHASE 2

Refresh and Strategy Update
(November 2024–May 2025)
PHASE 3

The key objectives for engagement were as follows:

- Gain key informant perspectives on the progress of the current arts strategy and new ideas/ initiatives to be reflected in an updated strategy.
- Connect with the broad public to get general perspectives of arts and culture in Richmond today and desires for the future.
- Sensemaking and validation of engagement findings.

Vision and Guiding Principles



The Vision

Richmond's thriving arts scene:

- Animates our city everyday
- Offers rich arts education and experiences, festivals and events
- Fosters social connections and wellness
- Builds arts and culture leadership
- Provides creative spaces

Officially adopted in *ArtWorks: Richmond Arts Strategy 2019–2024*, the community-informed **Vision** and **Guiding Principles** continue to guide the *Arts Strategy 2025–2030*.

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Guiding Principles

- Striving for excellence among all who participate in and contribute to the artistic life of Richmond, from City services, to community organizations, to individuals of all ages and skill levels.
- Prioritizing sustainability to 'future-proof' the arts through funding, education, infrastructure, mentorship and the integration of the arts into the everyday fabric of our city.
- Expressing creativity through experimentation and fostering collaboration among diverse voices.
- Providing broad accessibility to arts experiences and advancing inclusivity to connect people through the arts.
- Community-building through creative engagement and dialogue, and honouring the spirit of Reconciliation.
- Celebrating and showcasing to inspire Richmond's artistic vibrancy.

Strategic Directions



Art Truck: Interactive mural by Bea Martin at Burkeville Days

These five Strategic Directions serve as guideposts for the development, implementation, and sustainability of the arts within Richmond over the next five years:

STRATEGIC DIRECTION 1
Increase Awareness, Pride and Participation in the Arts

STRATEGIC DIRECTION 2
Provide Affordable and Accessible Arts for All

STRATEGIC DIRECTION 3
Invest in Arts and Culture

STRATEGIC DIRECTION 4
Build Arts and Cultural Leadership

STRATEGIC DIRECTION 5
Activate Public Spaces Through (and for!) the Arts

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What has changed?

The five Strategic Directions of *ArtWorks: Richmond Arts Strategy 2019-2024* were:

1. **Ensure affordable and accessible arts for all**
2. **Promote inclusivity and diversity in the arts**
3. **Invest in the arts**
4. **Increase awareness and participation in the arts**
5. **Activate public spaces through (and for!) the arts**

Through thoughtful community engagement, these directions were revised with consideration of current (post-pandemic) conditions as well as social and economic development opportunities.

The previous Strategic Directions 1, 3, 4 and 5 remain with minor edits; however, the updated Strategic Direction 1 (now 2) includes many of the actions previously under Strategic Direction 2: "Promote inclusivity and diversity in the arts".

Strategic Direction 4 is new, reflecting an increased interest around building arts and cultural leadership.

- **Strategic directions** are key themes and desired outcomes that reflect community needs, gaps in the existing cultural landscape, and specific goals for growth.
- **Goals** set the pathway toward a desired result, creating a future-state we aim to achieve.
- **Objectives** are outcome-driven and present how these goals will be achieved and what we will work to accomplish in the next five years.
- **Supporting actions** are specific activities the City and its interest holders will undertake to achieve each objective.

How do we measure progress?

City staff compile key metrics every year on the City's investments in arts and culture, and share these publicly through the Year in Review Report. These measures reflect the various roles the City has in serving as a supporter, presenter, communicator, investor and facilities operator (see page 34). Each of the Goals, Objectives and Supporting Actions will be monitored as part of implementation of this Strategy, along with prioritization and resource considerations on a regular basis.



Hand-woven blanket by Debra Sparrow at entrance to Council Chambers

STRATEGIC DIRECTION 1:

Increase Awareness, Pride and Participation in the Arts

GOAL:

Arts and culture are valued, celebrated and integrated into community life.

Engagement and continuing trends in the sector reveal a need for improved promotion of arts and culture—an issue not unique to Richmond. In consideration of several factors including a slow return of audiences post-pandemic, changing participation habits, and a generational cohort who experienced cuts to arts and culture education in schools in the 90s and early 2000s—to name a few—investing in marketing and low-barrier opportunities for arts participation is a growing, critical need across Canada, much like we see in sports and recreation, and tourism.

OBJECTIVE 1.1:

Build audiences by connecting people to creative events, news and resources.

Supporting Actions:

1. Develop clear, accessible marketing and communications strategies, using preferred languages, plain language, culturally-relevant methods, and multiple channels to build audiences and participation.
2. Increase resources for arts-related marketing and communications, with a view to enhancing needs such as social media presence, audience development tools, and digital-based strategies to support audience growth.
3. Work across City departments (such as Recreation and Sport, Parks and Community Social Development) as well as Library to cross-promote services and programs, such as through community centre promotional materials.
4. Promote Richmond's arts and culture beyond city limits to increase awareness of Richmond's cultural offerings.



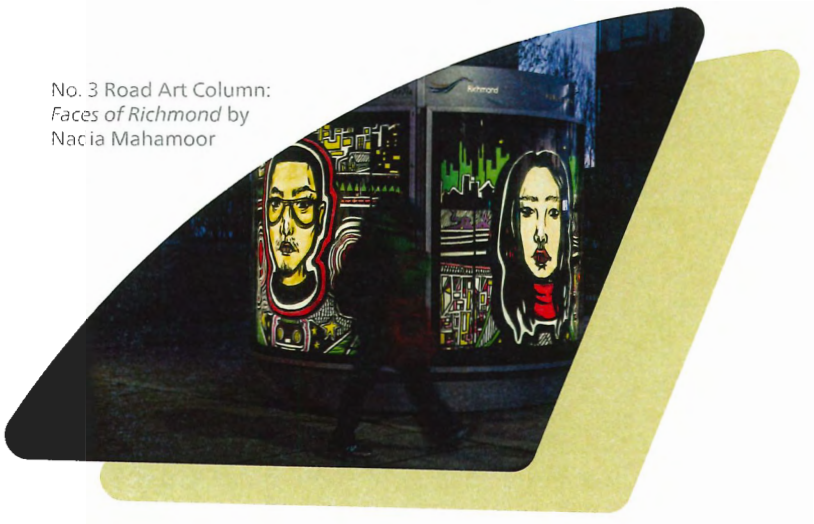
Tatakizome workshop presented by Richmond Art Gallery

OBJECTIVE 1.2:

Engage the Richmond community with creative experiences and artistic encounters in daily life.

Supporting Actions:

1. Encourage neighbourhood-based arts and cultural activity (e.g. creative neighbourhood actions, gardening, walking tours, food tourism, etc.), through community grants and other civic support for arts experiences.
2. Broaden understanding of what artistic expression can be through education and experimentation.
3. Link to art in public spaces with creative placemaking actions in Strategic Direction 5 (pages 25–26).
4. Link this Strategic Direction to tourism initiatives that bolster Richmond as a cultural destination.



No. 3 Road Art Column: *Faces of Richmond* by Nac ia Mahamoor

Ongoing work

The City and its partners will continue to:

- Support and program art-making demonstrations in the public realm including at signature festivals and pop-up events throughout the year.
- Invite the public "behind the scenes" and to create artwork themselves, through programming such as Doors Open Richmond, Culture Days, Children's Arts Festival, Media Lab activities and Richmond Art Gallery public programs.
- Provide and promote events (such as Culture Days and Doors Open Richmond) to showcase Richmond artists.
- Foster a built environment where one has spontaneous encounters with art, such as through the Public Art program and Richmond Art Gallery off-site exhibitions.
- Provide programs such as the Public Art "Engaging Artists in the Community" program, Community Mural program, and Branscombe House Artist Residency programs that support community-engaged arts practices.
- Increase visual and performing arts opportunities in public spaces to showcase Richmond artists.
- Align with and support the findings of the 2023 Community Needs Assessment by improving awareness of high-quality arts programming.
- Maintain HowArtWorks.ca as a portal for art community to learn about available programs and resources.
- Grow community engagement through the social media accounts of the City, Richmond Art Gallery, and HowArtWorks.ca
- Build on existing services in the Richmond Public Library, community centres and other spaces that include creative programming to reach diverse and new audiences.

STRATEGIC DIRECTION 2:

Provide Affordable and Accessible Arts for All

GOAL:

Everyone feels they can participate in Richmond's arts and culture scene where diversity is embraced.

Serving Richmond's growing and changing population supports the City's reputation for delivering high-level artistic offerings and engaging cultural experiences. Ensuring that arts experiences remain accessible and responsive to our diverse community and that Richmond stories are shared, is central to the *Arts Strategy Update* and connects to other strategies, such as arts infrastructure planning (Strategic Direction 5) to prepare for future audiences.

OBJECTIVE 2.1:

Offer a diverse range of affordable arts experiences where all feel welcome and represented.

Supporting Actions:

1. Align with *Richmond Accessibility Plan*, and in keeping with community consultations, evaluate current arts programs, services and facilities from an accessibility perspective to identify opportunities to enhance participation and address barriers.
2. Work towards arts and cultural infrastructure and programming that is equitably available and accessible to under-represented and equity-deserving groups.
3. Develop or expand opportunities to directly support individual artists, cultural organizations and venues that provide low and no-cost public program delivery.
4. Invest in diversity and inclusion training for City staff and programming partners to understand the diverse range of barriers experienced by people with disabilities, as well as ways to remove and prevent them.
5. Promote the Recreation Fee Subsidy Program (RFSP) for arts programs.



Hands on Art, Islamic Art of BC event at Richmond Public Library

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Understanding IDEA in the Arts

Historically excluded groups face ongoing discrimination and bias in the arts due to power imbalances and inadequate awareness. Building a shared understanding of Inclusion, Diversity, Equity, and Accessibility (IDEA) is a vital first step toward creating more respectful and supportive environments.

- **Inclusion**
  Inclusion means creating a safe and respectful environment where everyone feels welcomed, valued, and able to fully participate.
- **Diversity**
  Diversity refers to the range of differences in people's identities, backgrounds, and experiences that make each person unique.
- **Equity**
  Equity is about fair treatment and removing barriers so everyone has an equal opportunity to succeed and contribute.
- **Accessibility**
  Accessibility means a barrier-free experience that ensures everyone can equitably participate in their community; it includes designing spaces, tools and systems that accommodate diverse needs and enable full participation for all.

OBJECTIVE 2.2:
Ensure Indigenous voices and stories are shared and reflected in planning.

Supporting Actions:

1. Build and strengthen relationships with xʷməθkʷəy̓əm (Musqueam) and other Indigenous communities and support the work of city-wide reconciliation initiatives.
2. Provide opportunities to integrate traditional and contemporary Indigenous culture, identity and language into programming and planning.
3. Identify ways to support Truth and Reconciliation and the shared histories of Indigenous Peoples and all Canadians, through inclusive dialogue, celebration and performance, as well as creative placemaking installations.
4. Seek opportunities to work with xʷməθkʷəy̓əm (Musqueam) and other Indigenous artists, knowledge keepers and communities on initiatives that acknowledge and celebrate local Indigenous cultural heritage practices.



Sea to Sky by Thomas Cannell, winner of Creative Cities Network of Canada Award of Excellence

OBJECTIVE 2.3:
Cultivate belonging and interculturalism to engage the imaginations of all generations and identities.

Supporting Actions:

1. Facilitate intercultural communication with creative environments and arts-based programs.
2. Provide a range of participatory programming for all age groups and inter-age groups at the community or neighbourhood level.
3. Invest in and secure dedicated funding for the Art Truck.
4. Explore newcomer and cross-cultural programs and services that integrate creative and cultural experiences
5. Increase multilingual arts experiences.
6. Develop and/or increase the use of creative tool libraries, musical instrument libraries and/or other creative resource lending programs, especially for youth.
7. Promote multigenerational participation in the arts, with opportunities for youth leadership and collaboration between generations.
8. Identify ways to advance the Prescriptions for Arts movement (where physicians prescribe the arts to patients) by ensuring family practices are aware of Richmond's wide variety of arts programming and participation opportunities.
9. Collaborate with people with lived experiences in early planning phases of all arts-related capital projects and program development to ensure the appeal and sense of belonging for people with lived experience and other under-represented groups.



Engaging Artists in Community program: *Express Yourself* by artist Keely O'Brien, with Aspire Richmond in partnership with Richmond Public Library

OBJECTIVE 2.4:
Celebrate Richmond's diversity, growth and change as a community.

Supporting Actions:

1. Collaborate with diverse community groups to explore ways for the arts in Richmond to appeal to tourists through culinary arts, natural and cultural heritage.
2. Leverage Richmond's diversity to develop representative programming and events that attract audiences from within and beyond the area.
3. Identify opportunities for interpreting and sharing local history and heritage in all of its forms including:
    - Developing interactive experiences and programming that celebrate Richmond's unique character and natural environment.
    - Enhancing and expanding arts and cultural programming to improve education and awareness of local history.
    - Developing a new signature event that showcases Richmond's cultural and ethnic diversity.

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Ongoing work

The City and its partners will continue to:

Accessibility

- Work to identify and address physical accessibility challenges to attending festivals, visiting cultural venues and exploring public art.
- Encourage and promote arts and culture opportunities at locations close to transit, and identify opportunities to reduce transportation barriers, such as shuttle buses to major events.
- Review the City's offerings of free and low-cost arts programming and events, and assess required City resources to prioritize barrier-free access.

Youth

- Work with community associations and others to connect youth to creative opportunities and resources.
- Work with School District No. 38 to link arts education resources to teachers.
- Offer free access to media arts training, professional mentorship opportunities and access to equipment through the Richmond Youth Media Program.

Diversity

- Fund Indigenous artist opportunities at the City.
- Encourage collaboration among under-represented community groups, such as Chinese-speaking, Indigenous and 2SLGBTQI+ youth.
- Encourage and increase programming that involves work by xʷməθkʷəyəm (Musqueam) and other Indigenous artists.
- Invite diverse groups, including those under-represented, to participate in the telling of their story in the Richmond context, through creative engagement and art.
- Highlight Richmond's cultural diversity in arts and culture marketing and communication.
- Identify ways to ensure cultural venues and other spaces providing arts experiences are appealing and welcoming to newcomers, people with disabilities, 2SLGBTQI+residents and other under-represented groups.
- Connect with the diverse cultural communities of Richmond (including faith-based communities) to encourage sharing of art, food and music.

Inclusion and Wellbeing

- Include traditional xʷməθkʷəy̓əm (Musqueam) Welcome at cultural events.
- Support and promote programs across the City and with other City partners that support social and emotional well-being through the arts.
- Increase the scope of affordable arts education programs and services available to all age ranges and levels from entry to pre-professional.
- Review current programming to ensure that underrepresented cultural and 2SLGBTQ+ activities are part of festival and arts event programming.
- Promote, encourage and develop initiatives, including festivals that encourage cultural cross-pollination through the arts.
- Provide opportunities for free, high-calibre arts experiences such as through the Richmond Art Gallery and signature festivals throughout the year.

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STRATEGIC DIRECTION 3:

Invest in the Arts

GOAL:

Community connections and a healthy, sustainable arts ecosystem are strengthened through capacity-building, collaboration and smart investment.

The City continues to invest in arts and cultural organizations that are reflective of the Richmond community today as well as in keeping with current operating models in the sector. It also welcomes new ways of working in tandem with community organizations to offer arts and cultural activities and services; these new ways may even include the transfer of certain City-managed activities to organizations to carry out (in an enhanced capacity state).

OBJECTIVE 3.1:

Invest in the community's capacity through targeted investment, collaborations, organizational development and training.

Supporting Actions:

1. Conduct a review of the Arts and Culture Grant program, tying eligibility to organizational capacity to ensure it supports and responds to the needs of the community, and aligns with current working models in the arts and art forms.
2. Increase support for the organizational capacity of local arts and cultural groups, with a focus on sustainability, growth and community development.
3. Review arts and culture portfolio to identify current tasks or functions that could be accomplished in collaboration with, or even by, community groups.
4. Review Arts Awards program in response to community participation interests.
5. Look at opportunities to invest in culture through development processes.



Richmond Potters' Club, operating partner of the Richmond Cultural Centre pottery studio

OBJECTIVE 3.2:
Leverage the arts for economic and tourism potential.

Supporting Actions:

1. Ensure the arts are considered in the City's *Economic Development Strategy* and that they play a role in the economic sustainability of Richmond.
2. Work with Tourism Richmond to explore opportunities for Richmond's art programs to appeal to a tourism market.
3. Explore new ways to encourage creative industries to locate in Richmond, including social innovation and social enterprise for creative industries.
4. Work with local partners to encourage residents and visitors to participate in and explore Richmond's arts and culture scene, with a focus on hard-to-reach groups such as adults under age 40.
5. Raise awareness of the ways that the arts and creative industries contribute to the economic health of the community.
6. Facilitate and foster opportunities for business to invest in and partner with the arts (such as through sponsorship or provision of space.)

OBJECTIVE 3.3:
Strengthen Richmond's arts sector by fostering sustainable growth through circular practices.

Supporting Actions:

1. Work towards implementing a circular arts economy strategy with multiple perspectives, including optimizing resource consumption, promoting sharing and reusing models and developing waste diversion strategies within the arts sector, in alignment with Richmond's *Circular City Strategy*.
2. Build awareness among and support arts organizations and businesses to integrate new circular strategies into their operations.
3. Prioritize working with partners with circular practices and/or environmentally responsible products.
4. Support a conservation and maintenance program to ensure the long-term preservation, safety, and integrity of the public art and Richmond Art Gallery collections.



Fish-sculpting demo by artist Ralph Heading at the Richmond Maritime Festival

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What is a circular economy and why is it important to the arts?

A linear economy follows a "take-make-use-dispose" model, meaning things are made from raw materials, used for a short period of time, and then disposed of. A circular economy emerges as a counterpoint by closing resource loops—in essence, using as few new resources as possible.

> "The City of Richmond's vision for a circular economy is to maximize the value of resources, by design, through responsible consumption, minimizing waste and reimaging how resources flow in a sustainable, equitable and low-carbon economy"
> —*Richmond Circular City Strategy*

The arts sector produces carbon emissions most commonly through the following activities:

- Food and water consumption
- Constructing, maintaining, heating and cooling buildings
- Mobility and transportation (culture and leisure are considered the third most common reason for global mobility)
- Undiverted waste
- Digital impacts of consuming online content

Empowering the arts sector to engage with and implement circular economy strategies will help the sector to grow and become more resilient to economic and environmental change.

Ongoing work

The City and its partners will continue to:

- Collaborate with artists and arts organizations (such as through the Engaging Artists in Community program and at signature festivals) to encourage climate change awareness, and encourage the integration of circular strategies in the arts sector.
- Provide sustainability tools to event organizers via RichmondSustainableEvent.ca
- Position and promote Community Cultural Development staff as a go-to resource for the arts community with a focus on Nonprofit Lifecycles training.
- Support and encourage organizations to leverage City funding to attract additional support from other levels of government and other sources.
- Provide professional development, mentorship and networking opportunities for artists and cultural organizations, such as through the Art at Work series and Artist Salon.
- Create favourable conditions for the filming industry in Richmond.
- Serve the community by working at a strategic level within economic development.

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STRATEGIC DIRECTION 4:

Build Arts and Cultural Leadership

GOAL:

The City and its partners demonstrate arts and culture leadership by supporting and guiding arts and culture initiatives.

Advancing arts and cultural leadership, in addition to investment in organizational development, can be achieved through enhanced partnerships and collaborations with community groups. This requires intentional and strategic fostering of local leadership, nurturing partners so they can achieve aims set out in agreements, grant investments, and certain actions in the implementation of this plan. Advocating for arts and culture with other levels of government is another important role for the City and its community partners as BC municipalities continue to bear most of the costs in cultural development.

There is also an opportunity for growing understanding of a "culture for culture" across the City. This strategic understanding of the opportunity for arts and culture to play a key role across City functions is critical to the next stage of cultural development in Richmond.



RAGA Board Of Directors 2023–2024

OBJECTIVE 4.1:

Attract, engage and develop prominent leaders to advocate and invest in arts and culture.

Supporting Actions:

1. Invest in training and professional development of arts and cultural organizations that includes board development, philanthropy and donor development.
2. Expand partnerships with local post-secondary institutions.
3. Support advocacy at all levels of government for increased funding and support for arts and culture, including through BCCoalition.ca.

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OBJECTIVE 4.2:

Connect creative producers and enable partnerships among organizations.

Supporting Actions:

1. Encourage collaboration among and across creative industries and broader cultural sector.
2. Establish a Cultural Roundtable for ongoing dialogue and engagement, and convene organization leaders within the local community ecosystem on a regular basis.
3. Connect organizations and creative producers to the tools, training and supports that are vital to their work.
4. Increase opportunities for emerging artists and creatives to lead and teach in City spaces.
5. Expand professional development, mentorship and skill-building opportunities for artists, administrators and cultural organizations.
6. Foster partnerships with and among under-represented groups to foster knowledge-sharing as well as individual and organizational development.

OBJECTIVE 4.3:

Ensure 'culture is at the table' by increasing the integration of arts and culture at a strategic level in City planning.

Supporting Actions:

1. Ensure a cultural lens is integrated at a strategic level throughout City departments (such as Community Social Development, Recreation and Sport, Business Services, Climate and Environment, and Policy Planning).
2. Link the *Arts Strategy Update* to other City planning initiatives.
3. Raise organizational awareness of the benefits of arts and culture to achieve their goals towards building a resilient community.
4. Leverage data from community engagement processes and connect, where applicable, to arts and culture development.
5. Increase opportunities to encourage a 'creative bureaucracy' in alignment with the City's value of 'Innovation' where creative thinking, innovative solutions and risk-taking are welcomed.
6. Support and encourage intergovernmental coordination.
7. Seek opportunities to hire emerging arts administrators through work placements, internships and mentorships.
8. Provide volunteer opportunities through arts, culture and event programs.



Art at Work Program: Applying for Public Art Calls Writing Workshop

Ongoing work

The City and its partners will continue to:

- Deepen the understanding of the strategic role of the arts in achieving economic and social aims of the City in the community and within City leadership.
- Partner with arts advocates, community leaders, influencers and other levels of government and collaborate with Richmond Arts Coalition in the community to achieve common outcomes.
- Encourage and support the capacity-building of Richmond Arts Coalition and similar organizations to be a vital voice for the arts.
- Foster partnerships between the arts, Indigenous communities, business, all levels of government and educational sectors to support arts and cultural initiatives.
- Invest in and provide mentoring support to cultural organizations through the Arts and Culture grants program.
- Promote opportunities for artists via online tools and social media including the Richmond Artists Directory e-newsletter.
- Provide funding for community-driven events and foster opportunities for local residents to engage in the arts in their neighborhoods.
- Encourage collaboration of visual, literary and performing arts with the Richmond Public Library and museums regarding programming and resources.
- Include non-traditional creative activities and industries (e.g. video game design) in the development of events, creative programming and educational offerings.
- Strengthen connections with School District No. 38 and community organizations to increase arts opportunities and experiences.
- Offer an array of lecture series, seminars, panels and community dialogues on arts, culture and heritage issues (such as the Lulu Series and Richmond Art Gallery programs).
- Support community groups to delegate at Council with annual reports; for example, from Richmond Arts Coalition and Gateway Theatre.
- Foster and create new collaborations and partnerships across the City and with non-arts organizations.



Youth Art Mart, youth-led craft market

STRATEGIC DIRECTION 5:

Activate Public Spaces Through (and for!) the Arts

GOAL:

People can access affordable spaces for creative participation and production and enjoy arts and culture in their everyday lives.

Richmond is recognized as a leader across Canada in public art. In today's context, art in public spaces extends into creative placemaking where residents and visitors can enjoy the intentional transformation of spaces through creative strategies. Ensuring there are well-designed cultural amenities that keep pace with the city's growth is also critical; the challenge of cultural spaces in Canadian cities is a growing issue as artists and creative producers get priced-out of city centres.

OBJECTIVE 5.1:

Work towards meeting the demand for creative spaces and cultural facilities.

Supporting Actions:

1. Upon completion of the Richmond Arts Facilities Needs Assessment (RAFNA), conduct feasibility studies as appropriate, and direct resources to address identified needs.
2. Pursue changes to existing City-owned arts facilities in response to changing community demand for cultural programming.
3. Conduct Richmond real estate inventory for underused spaces, for potential creative use.
4. Work with developers to provide cultural amenities and creative spaces identified through the RAFNA.
5. Integrate arts and cultural facilities at village scale to enhance equitable service levels.
6. Prioritize the creation and preservation of affordable spaces for arts production/rehearsal space, performance, and exhibition to prevent artists from being priced out of the community.

Key Spaces and Facilities Challenges for the BC Arts Sector:

- New Provincial legislation significantly impacts the City's ability to secure amenities within much of the City Centre
- Loss of existing spaces due to developments that do not incorporate cultural space use
- Lack of flexible programming space for creative placemaking
- Preserving existing spaces
- Lack of increased operational funding for cultural facilities, and new arts infrastructure funding generally at provincial and federal levels

7. Encourage arts incubator spaces for emerging artists and organizations.
8. Facilitate public performance and space activation (eg. busking).
9. Utilize the City's Enhanced Accessibility Design Guidelines when planning facility upgrades, new facilities and infrastructure improvements, and maintenance schedules, and engage people with disabilities in early planning phases to identify opportunities to expand the Guidelines for specific and changing access needs in cultural amenities.

OBJECTIVE 5.2:
Generate creative spaces and cultural amenities in new developments.

Supporting Actions:

1. Continue to work towards the development of a distinctive arts and entertainment district including the provision of a destination arts facility.
2. Encourage the development of arts spaces and hubs in alignment with complete communities model, circular economy principles and energy and emissions planning.

Richmond Cultural Centre Annex lounge and gallery





Summer Fun in the Plaza, Minoru Centre for Active Living

OBJECTIVE 5.3:
Prioritize creative placemaking.

Supporting Actions:

1. Improve awareness across City departments and integrate where possible creative placemaking as a way to both enhance communities and achieve City goals such as transportation, community wellness, social development, tourism, economic development and community planning.
2. Ensure that creative placemaking is considered in the City's broader urban planning policies.
3. Ensure grant programs offer opportunites for community-led creative placemaking projects that support cultural resonance, community wellness, IDEA, environmental sustainability, and economic vitality.
4. Establish parameters and guidelines for cultural amenity opportunities from development.
5. Construct more all-weather public gathering spaces for creative activity, festivals, congregation and networking.
6. Use public art and cultural programming to reimagine public spaces with an eye to creative placemaking.
7. Prioritize initiatives that animate public space in ways that:
   - resonate culturally with equity-deserving groups
   - consider/address accessibility needs and barriers for people with disabilities
   - maintain quality of life, biological diversity and a resilient natural environment
   - support local businesses and neighbours
8. Develop capacity-building programs for local artists and creators, particularly those from equity-deserving groups, to build their skills in creative placemaking and boost civic empowerment.
9. Offer and encourage arts engagement opportunities in spaces beyond the walls of traditional venues including unconventional spaces.
10. Incorporate creative wayfinding elements to improve navigability and visibility to cultural events and venues.

What is creative placemaking?

Creative placemaking is a collaborative approach to designing and enhancing public spaces that focuses on the needs, identity, and aspirations of the local community. It is an evolving field of practice that intentionally leverages the power of the arts, culture and creativity to serve a community's interest while driving a broader agenda for change, growth and transformation in a way that also builds character and quality of place.

Positive outcomes for communities include:

- Strengthened social connections
- Improved physical and mental health and wellness
- Increased sense of belonging and community pride
- Healthier local economies
- Enhanced perceptions of safety and comfort
- Opportunities to support climate action and resilience

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Ongoing work

The City and its partners will continue to:

- Support dedicated affordable artist housing and studios, such as through the ARTS units in Capstan Village and artist-in-residence programs.
- Identify partnership opportunities with developers to ensure a creative visual realm.
- Support and encourage activation of the Capstan Arts District as in the *City Centre Area Plan*, with the provision of affordable creation, administrative, live/work and presentation space.
- Review and, as necessary, revise rental and facility booking processes with an eye to addressing availability needs within the arts community.
- Increase visual and performing arts opportunities in public spaces to showcase Richmond artists such as through the Urban Infrastructure Artist Roster and The Annex Gallery, as well as signature festivals.
- Identify and make creative use of the built environment and civic facilities, such as animating Minoru Plaza with markets, events and pop-up activities.
- Encourage the use of existing spaces within public institutions for other creative uses.
- Offer subsidized creation space to artists and non-profit arts organizations at community facilities.
- Ensure that City-operated arts spaces have technological resources and flexibility to accommodate emerging forms of presentation, exhibition and storage.
- Support the retention and development of high-calibre arts experiences and education in community centres, City-operated facilities and public spaces.
- Work across City departments to provide arts opportunities including art in the public realm and artist-in-residence programs.



The Mic Drop children and youth open mic night at Richmond Cultural Centre Annex lounge



A Distance Transformed
by Raymond Boisjoly,
ARTS units in Capstan Village

Our Planning Context

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Artist Vanessa Mercedes Figueroa leading arts programs for young artists, Richmond Cultural Centre Annex

What has changed?

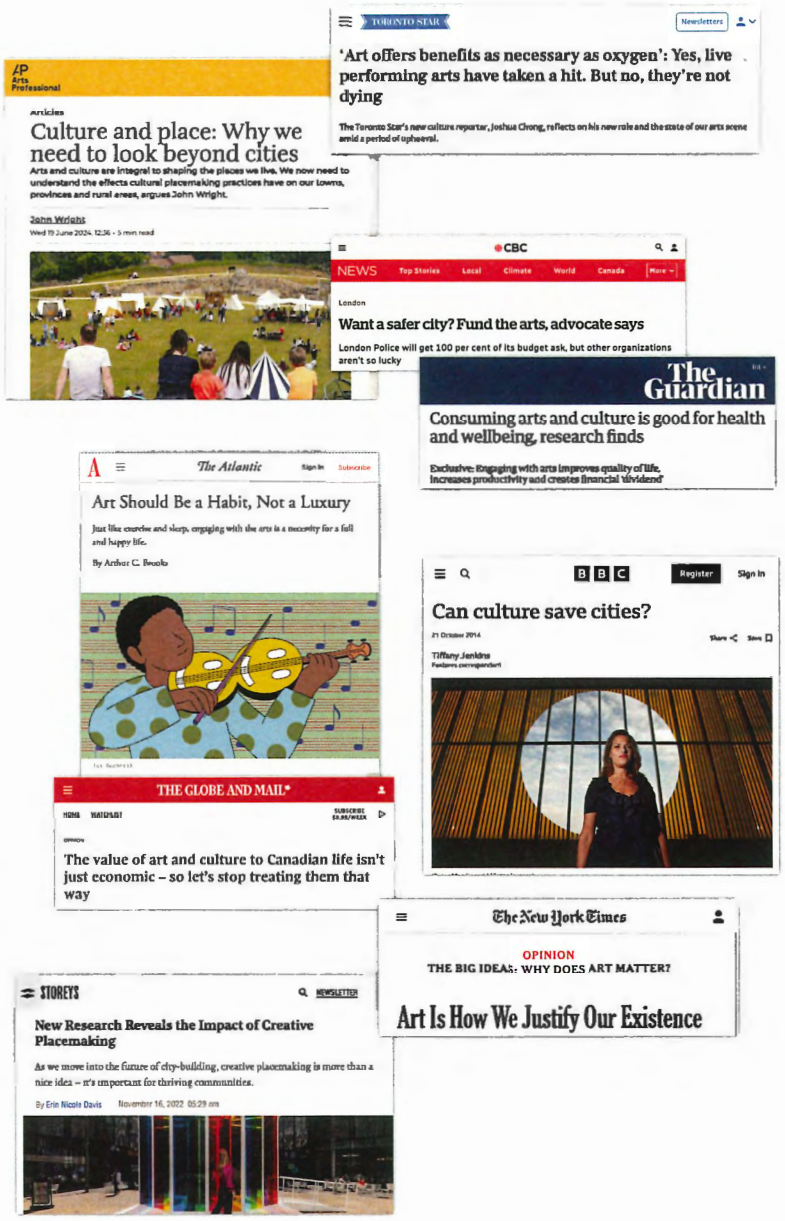
Much of the implementation of the *ArtWorks: Richmond Arts Strategy 2019–2024* occurred over the pandemic years, impacting the arts sector and society generally.

During this period we developed and grew new online programs, re-launched HowArtWorks.ca as a resource hub, mobilized the arts in response to urgent themes (such as identity, local ecology, and Truth & Reconciliation), and saw a substantial increase in participation with the opening of new creation and exhibition spaces in the Cultural Centre Annex, including an expanded Media Lab. Free festivals continued to spark civic pride as did the community mural program (34 murals and counting), launched in 2020.

Meanwhile, Canada today is facing increasing challenges around affordability (particularly housing), rising socio-political polarization, health and climate urgency, the rise of AI, and other issues. In Richmond, recent provincial legislation has made it more difficult to secure cultural (and other) amenities through density bonusing in the City Centre.

At the same time, there is an increased awareness of the immeasurable value that arts and culture contribute to cities and neighbourhoods, and most importantly to each other in our day-to-day lives.

With expanding research, there is now a prevailing recognition that arts and culture impact our economies and planning, can play a role in climate mitigation, support personal and community wellness and so much more.



Major Sector Shifts and Trends

In the broader context of planning, important trends in Canada's nearly $60 billion cultural industry will continue to have a significant influence on arts management and programming over the next five years.

Key considerations:



The ongoing impacts of the COVID-19 pandemic on communities and the arts sector



The role of technology and changing nature of work through artificial intelligence (AI)



The climate crisis and the role arts and culture plays in mitigating climate change



The affordability crisis; cost of living and cost of art-making/creative spaces are too high



The rise of socio-political-cultural polarization



Innovations in the arts by and for those with lived experience of disability



Scaled-back corporate sponsorships and public arts funding



Shifting from passive consumption of arts and culture to more participatory arts experiences



Supporting Actions that advance Truth and Reconciliation



Lifecycle of arts organizations: many arts organizations in BC are having difficulty moving to an established phase and/or shifting into a turnaround mode after a period of gradual decline



Creating safer and more inclusive spaces for community dialogue through the arts (e.g. social-change arts practices)



Generational shifts in arts audiences and increased arts experiences for families



New operating models for arts organizations that are more entrepreneurial in nature



Outdoor arts, creative placemaking and co-activations of spaces



With further capacity-building within community groups, a shift in the City's role to be more of a facilitator and convener than a direct-supplier of services



Changes in provincial legislation that affect land use planning

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Art's Role in Addressing Climate Change

In recent years, British Columbia and Richmond have seen significant changes in climate and weather that show that, now more than ever, it is time to act in service of positive environmental practices. Because the arts and culture sector relies on both primary (extraction and agriculture) and secondary (manufacturing and construction) sectors of the economy, (i.e. the burning of fossil fuels) it is implicated in producing carbon emissions that contribute to the climate crisis.[1] Artists and cultural workers in Canada have begun to recognize their own responsibility to reduce their negative impacts on the environment, and act more sustainably through climate mobilization.

The arts and culture sector also holds a unique position in society, in that it can be a voice for change. In the introduction to *The Green Sessions: A Day of Learning*, a series of recorded talks and panels organized by Soulpepper Theatre Company, the organizers write: "We believe that artists have an essential part to play in the climate battle. We know that our role as storytellers and communicators can be instrumental in delivering a societal shift."[2] Therefore, the ability to raise awareness and be leaders in climate action is one of the sector's strongest tools for mitigating environmental impact.

Accessible Arts for the Inclusion of People with Disabilities

In 2021, BC enacted the Accessible British Columbia Act, the first provincial accessibility legislation of its kind in BC. It works to identify, remove and prevent barriers for people with all types of disabilities so that they can fully and equally participate in all aspects of community life. One of the requirements of the Act for all municipalities (and other public-sector organizations including, schools, school districts and health authorities) as to develop accessibility plans to promote the inclusion of people with disabilities in civic life.

Compliance with accessibility legislation alone, however, does not create truly inclusive spaces. In a cultural space, accessibility for people with disabilities does not just apply to the infrastructure, or the physical accessibility, but also to the artistic programming, and the mission and vision of the institution. Taking a more multi-dimensional approach to accessibility demonstrates to people with disabilities that they are desired in a space. Investing in accessibility, therefore, offers cultural spaces new ways to expand their viewership.[3]

People with disabilities are not just audiences—they are artists and creators, too! Too many disabled artists and arts workers are still only included as a way to achieve diversity metrics or to fulfill funding requirements. "Interest in accessibility is surging," says Eliza Chandler, Artistic Director of the non-profit Tangled Art + Disability, "but there's still a long way to go."[4]

1 Lesimple, Heloise. "Decarbonizing Culture #1 Understanding the Ecological Impact of Cultural Activities." LeCAKE: Common Art Knowledge Europe. Available online: https://www.lecake.eu/understanding-the-ecological-impact-of-cultural-activities

2 Soulpepper Theatre Company. "The Green Sessions: A Day of Learning." [Video] September 21, 2021. Available online: https://www.youtube.com/playlist?list=PLCLYxw6-iwZtoa22qExiRwjyR1mg-MA9fi

3 Lazard, Carolyn. "Accessibility in the Arts: A Promise and a Practice." *Recess New York*. 2019. Available online: https://promiseandpractice.art

4 Sandals, Leah. "8 Things Everyone Needs to Know About Art and Disability." *Canadian Art*. March 13, 2016. Available online: http://canadianart.ca/features/7-things-everyone-needs-to-know-about-art-disability



Youth-led skill session, Richmond Youth Media Program

Artificial Intelligence (AI) in the Arts and Culture Sector

Artificial Intelligence (AI) is computer technology that is designed to perform tasks such as solving problems, recognizing patterns, understanding language and making decisions. AI systems use data and rules to learn and improve over time. According to Imagine Canada, only 31% of Canadians "trust AI," which is 19% lower than the global average.[5]

In the arts and culture sector, concerns over intellectual property, loss of value for human labour and the spreading of misinformation are widely discussed topics.[6] There are also discussions on how AI can be used within artistic and creative work, and how over-prescriptive policy may stifle the creative and innovative potential of the technology.

The technology is still new and while there are no AI-specific actions indicated in this *Arts Strategy 2025–2030*, future Strategies are likely to do so, considering that decision-makers must strike a balance between the risks and opportunities of AI, understanding its effects on economic, social and cultural well-being.[7]

5 Emily Jensen. "What trends will impact charities and nonprofits in the third quarter of 2024?" *Imagine Canada*. August 12, 2024. Available online: https://imaginecanada.ca/en/360/what-trends-will-impact-charities-and-nonprofits-in-the-third-quarter-of-2024

6 Canadian Heritage. "Government of Canada partners with Mila to guide the development of a cultural data strategy for artificial intelligence." September 13, 2024. Available online: https://www.canada.ca/en/canadian-heritage/news/2024/09/government-of-canada-partners-with-mila-to-guide-the-development-of-a-cultural-data-strategy-for-artificial-intelligence.htm

7 Kelly Wilhelm. "Social and cultural impacts of AI: A seat at the policy table." *Cultural Policy Hub*, OCAD. January 22, 2024. Available online: https://culturalpolicyhub.ocadu.ca/news/social-cultural-impacts-of-AI

Richmond Today*

The City of Richmond, located on Canada's west coast, is defined geographically by its dynamic, natural boundaries, the North and South arms of the Fraser River and the Pacific Ocean. The 17-island city's identity is in part shaped by its natural splendor, but is also understood for its historical and present-day associations to agriculture, aviation, the fishing industry, migration, intercultural exchange and more.

An edge city, Richmond is highly accessible, home to the Vancouver International Airport (YVR) and minutes from Vancouver, neighbouring municipalities and the US border. The Canada Line rapid transit system and its five stations located in City Centre and developing neighbourhoods connect residents and visitors to Metro Vancouver and the South Coast region.

First designated a city in 1990, Richmond has seen a rapid growth in population and has evolved into a vibrant, culturally diverse community with a mix of residential, commercial and industrial areas, as well as waterfront and tourism destinations, community amenities, parks and natural environments.

Now the fourth largest city in Metro Vancouver, Richmond currently represents 7.9% of the population in the region. With a reported increase of almost 6% between 2016 and 2021, Richmond's population continues to grow with 60% of residents born outside of Canada. Among newcomers (immigrants who arrived within past five years between 2016-2021) 77% originate from China, the Philippines, India and Hong Kong.

*Source: City of Richmond Hot Facts Series, **Statistics Canada

Known for its cultural diversity, **Richmond has the largest racialized population as a percentage of the total population** (80%) in the region**. Almost half (46%) of all residents, 96,275 individuals, reported English as the language most commonly spoken at home. Following English, Mandarin (with 37,000 speakers or 18% of Richmond's population) and Cantonese (with 36,515 speakers or 17% of Richmond's population) were the second and third most common languages spoken at home. Meanwhile, many residents report not knowing their neighbours and the sense of social connectedness is rated lower in Richmond than in other regions, particularly for those who are new immigrants.

Richmond is known as an active community with engaged citizens and community organizations, and a rich array of amenities and facilities that includes 140 parks totalling 871 hectares of park plans, 136 kms of trails and 87 kms of on-road cycling paths. Agriculture is an important part of the local economy; 39% of the City's land base, approximately 4,993 ha (12,338 ac), is within the Agricultural Land Reserve.

Richmond is also marked by a changing age distribution. There was a 53% increase in 70- to 74-year-olds, and a 16% decrease in 15 to 24-year-olds between 2016 and 2021. The *Richmond Seniors Strategy 2022–2032* suggests that ~ 40% of the population will be 55+ years by 2036. This ten-year action-oriented framework guides the City and partners in supporting Richmond's fastest growing age group. Nationally, Millennials (born 1981–1996) are the fastest growing generation, representing 22.5% of Richmond's population.



55+ Facility Pass Dance Group, West Fest at West Richmond Community Centre

Community Profile By The Numbers*

242,000
= Richmond's estimated population in 2025

60% of Richmond residents were born outside of Canada, representing 140 different ethnicities. This is the highest proportion of immigrants in Canada (125,600 people).



Richmond was the 4th largest recipient of recent immigrants to BC in 2021, with **13,705** arrivals—following Vancouver, Surrey and Burnaby.

In 2021, **80%** of Richmond's population identified as a member of a racialized community—the highest proportion of any municipality in BC and the second highest in Canada.

46% reported having earned their high school diploma or equivalent, or college, CEGEP or other non-University education.

41% of residents aged 25 and over reported having a university certificate, diploma or degree at a bachelor level or higher as their highest level of completed education.

61% of Richmond's labour force stays in the city to work. Richmond is an employment magnet, with more people coming here each day to work than leaving to work elsewhere.

$79,000
= median 2020 household total income.

71% of residents own a home.

After English, Mandarin and Cantonese are the languages spoken the most often or on a regular basis in **45%** of homes.

Richmond residents are generally healthy, live longer, feel less stressed, have healthier weights, less chronic disease, smoke and drink less than other comparison communities in BC but need improvement in the areas of active living, mental and physical wellness, and a sense of belonging.

*Source: Statistics Canada, 2021 Census unless otherwise noted

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How Richmond Supports and Invests in Arts and Culture*

The City wears many hats, acting as a supporter, presenter, facilitator, communicator, investor and facility operator

Supporter

Community Art Exhibitions

26 exhibitions in **6** locations including Richmond City Hall

Richmond Arts Awards

57 nominations
96 award recipients recognized since 2009

Culture Days

93 registered activities* by **80** local arts groups and individuals

*Ranked Number 1 in BC, Number 3 in Canada for medium-sized cities; in Top 10 overall

Richmond Arts Centre

provided **10+** arts groups **5,586** hours of room rentals at a subsidy of **$122,800**

Facility Operator

Richmond Cultural Centre

458 hours room rentals by cultural organizations at subsidized rates

Arts Programs in the Richmond Cultural Centre/Annex

985 arts courses
54 professional instructors
8,500+ students registered

Richmond Art Gallery

15 exhibitions in the gallery and offsite presenting **36** artists
2456 school program participants
58 free public programs in-person and online with **2,062** participants
10,335 YouTube video views

Richmond Media Lab

106 media arts courses
69 Richmond Youth Media Lab members spent **4,200** hours at the Media Lab

Community Centres*

2,189 visual arts, dance & music courses
12,096 registered participants

*Delivered by Community Associations Plus: Libraries, Museums and Heritage sites that partner with Arts Services

Presenter

Festivals

5 signature events showcasing **300+** local artists and performers
120+ performances
155,000+ attendees

Artists-in-Residence

11-month Branscombe House Artist-in-Residence
3 Artists-in-Residence as part of Engaging Artists in the Community Program

Gateway Theatre*

57 performances and **41** rental events
119 professional artists
11,437 audience members
554 hours of theatre education
200 students enrolled

*Operated by Richmond Gateway Theatre Society with support of City of Richmond

Communicator

Arts & Culture eblasts

6 special edition eblasts
700+ subscribers

How Art Works Instagram

90 posts
3,455 followers

Art at Work Program

5 free professional development workshops for artists & organizations
282 participants in-person, online and via on-demand Youtube

Investor

Arts & Culture Grants Program

$127,364 to **21** organizations

Public Art Program

446 artworks to-date
40 new works
17 Richmond artists contracted for civic art commissions
12 community group partners
29,970+ hours of community participation in the Engaging Artists in the Community Program to-date

Facilitator

Film Office

110+ individual filming requests
670 Richmond business supported by the film industry
$13.7 million+ spent on production-related goods and services such as costumes, catering, automobile rentals and more

*2024 statistics represented unless otherwise noted

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The Impacts and Benefits of Arts and Cultural Development

Thriving communities understand that building pride of place, through engaging arts and cultural programs, strengthens both community participation and economic development. The economic and livability benefits of cultural development have led to an understanding that arts amenities and services are not just a "nice to have" or a "frill" in local and regional governments. Increasingly, arts and cultural development is included in the foundational suite of municipal services offered to strengthen a community's cultural identity and grow its creative economy.

FUN FACT

Arts and culture tourism has triple the economic impact of other types of tourism!

An arts-invested community:



Builds interpersonal ties and promotes volunteering



Improves residents' sense of belonging and attachment



Increases inclusion and celebrates diversity



Builds community identity, social networks, and local pride



Provides opportunities for dialogue—through art—on challenging topics



Fosters a creative milieu that spurs economic growth in creative industries



Contributes to wellbeing, mental health and emotional health



Attracts tourists, businesses, new residents and investors



Improves quality of life

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The following themes, adapted from the Canada Council for the Arts' Impact of the Arts assessment,[8] capture the impacts of the arts in Canada and beyond.

Art Improves Quality of Life, Health and Wellbeing

Learning new skills when creating a work of art can improve self-control and confidence in one's abilities. These activities maintain neurological function, stimulate growth, and recruit pathways crucial to cognitive function. The World Health Organization[9] found the arts play a major role in preventing, managing, and treating illnesses, as well as promoting health and wellbeing. Engagement in performance-based arts have been linked to reductions in stress, depression and other forms of pain.[10] Moreover, the arts can provide opportunities to network, bond over new projects and share experiences which further a sense of community.



Grandparents by Jean Bradbury, Cook Elementary School

Art Builds Communities

Participation in arts and culture is known to boost civic engagement and social cohesion in communities. When we experience culture—a theatre piece, book, concert, etc. — that addresses a social issue or conveys a new perspective, we gain a better understanding of humanity and the diverse groups we live amongst. Dance, music, and visual arts transcend language and offer a public dialogue that bridges differences between cultural, racial and ethnic groups. In a study conducted by Nanos Research,[11] nearly two thirds of culture-goers said attending arts and cultural events had a positive or a somewhat positive impact on their sense of belonging to Canada.

Celebrations of cultural diversity promote community pride and provide an opportunity for individuals to engage with new perspectives and traditions.

A Stronger Economy Through Art

Arts and culture play an important role in promoting economic goals through local regeneration, developing talent, creating jobs, spurring innovation and attracting tourists. Statistics Canada estimates that cultural industries (including broadcasting, film and video, interactive media, design, journalism and crafts) contribute an estimated $60 billion in direct contribution to Canada's GDP and more than 850,000 jobs.[12] According to the Canada Council for the Arts, arts and culture tourism has triple the economic impact of other types of tourism.

8 Canada Council for the Arts, Impact of the Arts, n.d.
9 World Health Organization, What is the Evidence on the Role of the Arts in Improving Health and Well-being? A Scoping Review, Health and Well-being, 2019.
10 The Guardian, Consuming arts and culture is good for health and wellbeing, research finds, 2024
11 Nanos Research, Nearly two thirds of culture-goers say attending arts and cultural events has a positive impact or a somewhat positive on their sense of belonging to Canada (Business/Arts, NAC and Nanos Research), 2024
12 Statistics Canada, Provincial and Territorial Cultural Indicators, 2022

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Arts Strategy: Scope and Progress

Building on *ArtWorks: Richmond Arts Strategy 2019–2024*, the development of the *Arts Strategy 2025–2030* took into consideration the goals and vision for Richmond as outlined in the Official Community Plan (OCP) and related City Plans and Strategies. These documents were among many more assessed on how they support arts development in Richmond and an updated Arts Strategy:

- Council Strategic Plan
- Official Community Plan
- City Centre Area Plan
- Youth Strategy
- Social Development Strategy
- Affordable Housing Strategy
- Homelessness Strategy
- Collaborative Action Plan to Reduce and Prevent Poverty in Richmond
- Cultural Harmony Plan
- Richmond Accessibility Plan
- Community Wellness Strategy

The linkages identified between Richmond's planning documents form a nested relationship of overlapping goals and outcomes for the City that, together, contribute to the development of excellent and accessible arts programs and spaces that represent the unique needs and opportunities of Richmond.

Key Findings of the Document Scan:

- The City of Richmond supports the arts through the continued development of an Arts District, promoting tourism and creative business opportunities, and through public celebrations such as festivals and public art.
- Arts and culture can be used to raise awareness about and find creative solutions to climate issues.
- Arts and culture are a central to complete communities.
- Arts and culture are integral to social and physical well-being, and have a role to play in education on social issues, inclusion and community wellness.
- There are more opportunities to be explored in order to respond to the Calls to Action from the Truth and Reconciliation Commission.
- Partnerships, relationships and collaborations are key to integrating demographic and cultural representation within the arts. Priority relationships include:
  - Youth
  - Seniors/Older Adults
  - Cultural and ethnically-diverse communities
  - People with disabilities
  - Organizations with a mandate to advance accessibility and inclusion
  - 2SLGBTQI+
- Financial accessibility to the arts (affordability) is as important as accessibility of spaces, programs and communications.

What We Heard



Cast of *Oliver!*
Set Design: Ryan Cormack.
Lighting Design: Sophie Tang.
Costume Design: Donnie Tejani.
Photo by David Cooper

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Engagement Summary

The *Arts Strategy 2025–2030* is informed by internal and external engagement. The project team gathered feedback from the following engagement activities*:

- Four **Community Roundtable** Workshops
- Two Inter-departmental Staff Sessions
- Two Sounding Boards at Richmond Cultural Centre and Annex during Culture Days
- One online Community Questionnaire

All engagement data collected in 2024–25 builds upon the original engagement for *ArtWorks: Richmond Arts Strategy 2019–2024*, which was reviewed and discussed by both staff and community.

In 2018, the project team gathered in-depth feedback and ideas from the community via an online survey, a series of community dialogue events and more than 30 pop-up kiosks and sounding boards across the city.

A 25-member multi-generational and multicultural Task Group—mirroring various aspects of life in Richmond, including representatives from local arts and cultural organizations, businesses and independent artists—was essential to ensuring the final document appropriately reflects community input. In addition to receiving more than 470 completed surveys, in both English and Chinese, approximately 500 additional pieces of feedback were collected through our various activities.

* See **APPENDIX**, page 53

The **Community Roundtable** is an interest holder working group with representation from across Richmond's creative ecosystem, including:

- Emily DeBoer, Artist
- Paul Defour, Board member, Richmond Arts Coalition
- Ceri Chong, Director, Destination and Industry Development, Tourism Richmond; Richmond Public Art Advisory Committee Member
- Sandra Ciccozzi, Healthcare professional and member of community arts non-profit organization, Richmond Potters' Club
- Jonathan Der, Associate Conductor, Chamber Music Director, Richmond Delta Youth Orchestra
- Catherine Jule, District Administrator, Early Learning & Arts, Richmond School District No. 38
- Rita Kompst, Musqueam Artist
- Ian Lai, Manager, Feeding Futures, Richmond School District No. 38; Former Executive Director, Urban Bounty (Richmond Food Security Society)
- Barbara Tomasic, Executive Artistic Director, Gateway Theatre
- Toni Zhang McAfee, Director/Curator, Lipont Gallery
- Debra Zhou, Board member, Richmond Art Gallery Association; Director of Development, Chinese Canadian Museum

Ongoing, New and Emerging Themes

In *ArtWorks: Richmond Arts Strategy 2019–2024*, the following themes that emerged from the engagement process continue to be relevant for the *Arts Strategy 2025–2030:*

- **Improving and increasing arts and cultural infrastructure**
- **Expanding public awareness and understanding of the arts**
- **Positioning Richmond as an arts destination**
- **Reflecting diversity, and increasing accessibility and inclusion**
- **Leveraging the impacts of the arts to address social, economic and other goals**

The following additional themes in the *Arts Strategy 2025–2030* emerged in addition, or in response, to those above:

1. Climate Action

While, as with most sectors, the arts are implicated in the production of carbon emissions, many artists have long worked with natural and/or reclaimed materials, as well as created (often community-engaged) works that help to raise awareness about climate change. *ArtWorks: Richmond Arts Strategy 2019–2024* was silent on the issue of climate action, so with the enthusiastic agreement of interest holders, the Arts Strategy Update aims to address this omission. Richmond's climate action goals as outlined in the *Community Energy and Emissions Plan* (2022) are now reflected in Objectives 3.3, 5.2 and 5.3.

2. Accessibility

Although accessibility was a key element of *ArtWorks: Richmond Arts Strategy 2019–2024*, the recently adopted *Richmond Accessibility Plan* has increased the urgency to pay more attention to this multifaceted issue. Interest holders identified the potential to weave accessibility throughout the document among many strategic directions, taking care to consider the needs of a growing seniors population and of people with disabilities. This is reflected in Objectives 1.1, 2.1, 2.3, 5.1 and 5.3.

3. Infrastructure and Resources for Arts

As it was in *ArtWorks: Richmond Arts Strategy 2019–2024*, the need for additional infrastructure and resources for the arts was perceived as a priority. Interest holders reiterated a desire for more venues for art-making, performance, and showcasing, while raising awareness for the need to protect existing affordable spaces for arts production, performance and exhibition. Additionally, the interest holders were concerned with the equitable distribution of cultural infrastructure and programming, indicating the desire to ensure everyone in Richmond has access, especially underserved and equity-deserving groups. This is reflected in Objectives 2.1, 2.2, 2.3, 2.4, 3.2, 5.1 and 5.2.



Hidden Stories of the Bioverse by Andrea Hoff with students of Dixon Elementary in partnership with Engineering Sustainability

4. Funding, Capacity-Building and Strategic Partnerships

Interest holders were concerned with funding, capacity-building and partnership opportunities available for arts organizations in Richmond. Suggestions included revitalizing the Arts and Culture Grants Program, with a focus on sustainability, growth and collaboration, as well as fostering partnerships between the arts, business, government, First Nations and educational sectors to support arts and cultural initiatives. This is reflected in Objectives 1.1, 3.1, 3.2, 3.3, 4.1, 4.2, 4.3 and 5.3.

5. Leadership, Advocacy and Cultural Awareness

Cultural awareness and literacy could be improved, with interest holders recommending education campaigns to illustrate the importance of municipal arts and culture services and the infrastructure required to support them. Cultural leadership from the City and advocacy on behalf of cultural liaisons, ambassadors, community leaders, influencers and local politicians, were also noted as essential for increasing cultural awareness in Richmond. This is reflected in Objectives 1.1, 1.2, 4.1, 4.2 and 4.3.

6. Engagement, Marketing and Communications

Building upon the 2019–2024 strategy, increased awareness of Richmond's cultural offerings was identified as a key priority, but with a specific interest to develop clear, accessible marketing and communications strategies for promotion. Interest holders indicated that engagement should reach under-represented populations in meaningful ways, addressing socio-cultural polarization and exclusion, and ensuring arts are available to all social groups. This is reflected in Objectives 1.1, 1.2, 4.2, 4.3, 5.1 and 5.3.

7. Programming

Interest holders indicated a continued desire for a wide range of new or expanded cultural and top artistic programming, catering to various age groups, cultural backgrounds, and levels of experience, and offered at more convenient times. There was also interest in dedicating resources to increase the focus on Indigenous programming, education on Truth and Reconciliation, and support for Elders as culture keepers. This is reflected in Objectives 2.1, 2.2, 2.3, 2.4, 4.3 and 5.3.



Opening ceremony of Richmond Cultural Centre Annex, February 9, 2024

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Moving Forward

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Arts Club at Richmond Public Library, partnership with Art Truck

Implementation, Evaluation and Communication

The *Arts Strategy 2025–2030* encompasses a broad range of creative and cultural assets and resources that, much like the role of creativity, are integrated into many aspects of everyday life in Richmond including business, tourism, gastronomy, public spaces, well-being and more, all part of a sustainable and healthy creative ecosystem.

Identifying leading and supporting partners will contribute to the implementation of the *Arts Strategy 2025–2030*, while continued community participation will ensure the *Arts Strategy 2025–2030* may be assessed, adapted and revised in response to changing needs.

This *Arts Strategy 2025–2030* is a "living document," and will be supported by an updated implementation plan indicating:

- actions categorized into recommended phases
- lead and partner roles, and opportunities for further collaboration
- measurable outcomes as a means to monitor progress

This Implementation Framework provides a guide for more detailed, tactical actions, and pave the way forward for the City's decision-making in arts activities and investment over the next five years.

Sharing the *Arts Strategy 2025–2030* is essential to building wider awareness, excitement and momentum. Communications opportunities include, but are not limited to:

- A multilingual communications strategy to local media and the Richmond community, including the use of social media platforms for the City, partner groups and interest holders;
- A widely advertised launch event(s) with community members, City representatives and partners to raise awareness and excitement around the strategy and its directions;
- Release of Strategy updates through HowArtWorks.ca, City e-newsletter and other distribution networks; and
- Linking the directions of the Strategy with community events throughout the calendar year to carry out engagement activities and active plan linkages.



Marlene Yuen, *Peace Together*; Jesse Birch, *Cups for Richmond Art Gallery with Born Broken*, Photo: Michael Love (Foodways)

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Acknowledgements

INTER-DEPARTMENTAL STAFF TEAM

- Claire Adamson, Manager, Community Social Development
- Dee Bowley-Cowan, Program Manager, Events
- Suzanne Carter-Huffman, Program Manager, Urban Design
- Zoë Chan, Curator, Richmond Art Gallery
- Rebecca Clarke, Manager, Museums & Heritage Services
- Yvonne Comfort, Manager, Community Recreation Services
- Shaun Dacey, Director, Richmond Art Gallery
- Jessica Jang, Arts Programmer
- Debi Jones, Community Facilities Coordinator, Minoru Centre for Active Living
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CITY OF RICHMOND STAFF

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- Justine Bochenek, Cultural Planner, Patricia Huntsman Culture + Communication

RICHMOND CITY COUNCIL

- Mayor Malcolm Brodie
- Councillor Chak Au
- Councillor Carol Day
- Councillor Laura Gillanders
- Councillor Kash Heed
- Councillor Andy Hobbs
- Councillor Alexa Loo
- Councillor Bill McNulty
- Councillor Michael Wolfe



A Walk in the Park by Fiona Tang, Trail Washroom at Terra Nova Park

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APPENDIX

Where we are now: State of the Arts in Richmond

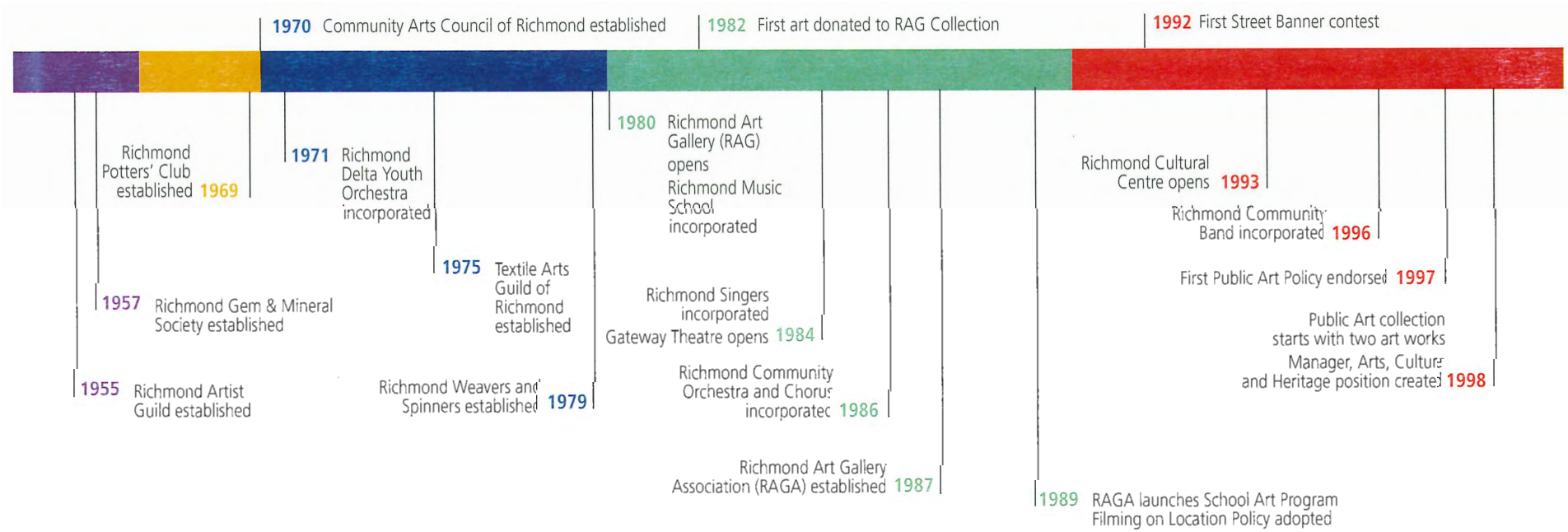
In 2004, the City adopted its first Arts Strategy with the aim to make Richmond a city with a thriving cultural life where opportunities for participation in the arts at all levels are accessible, artists feel they have a place and are seen as contributing to the community, cultural industries are welcomed, and cultural activity is visible and supported.

Since then, there has been significant civic investment to increase the capacity of artists and arts organizations, offer high-quality festivals and arts programs, and showcase Richmond's artistic talent. Whether taking part in an international celebration like the 2010 Winter Olympic Games, or working through unprecedented global pandemic restrictions, local artists were integral to instilling community connection, pride, identity and spirit.

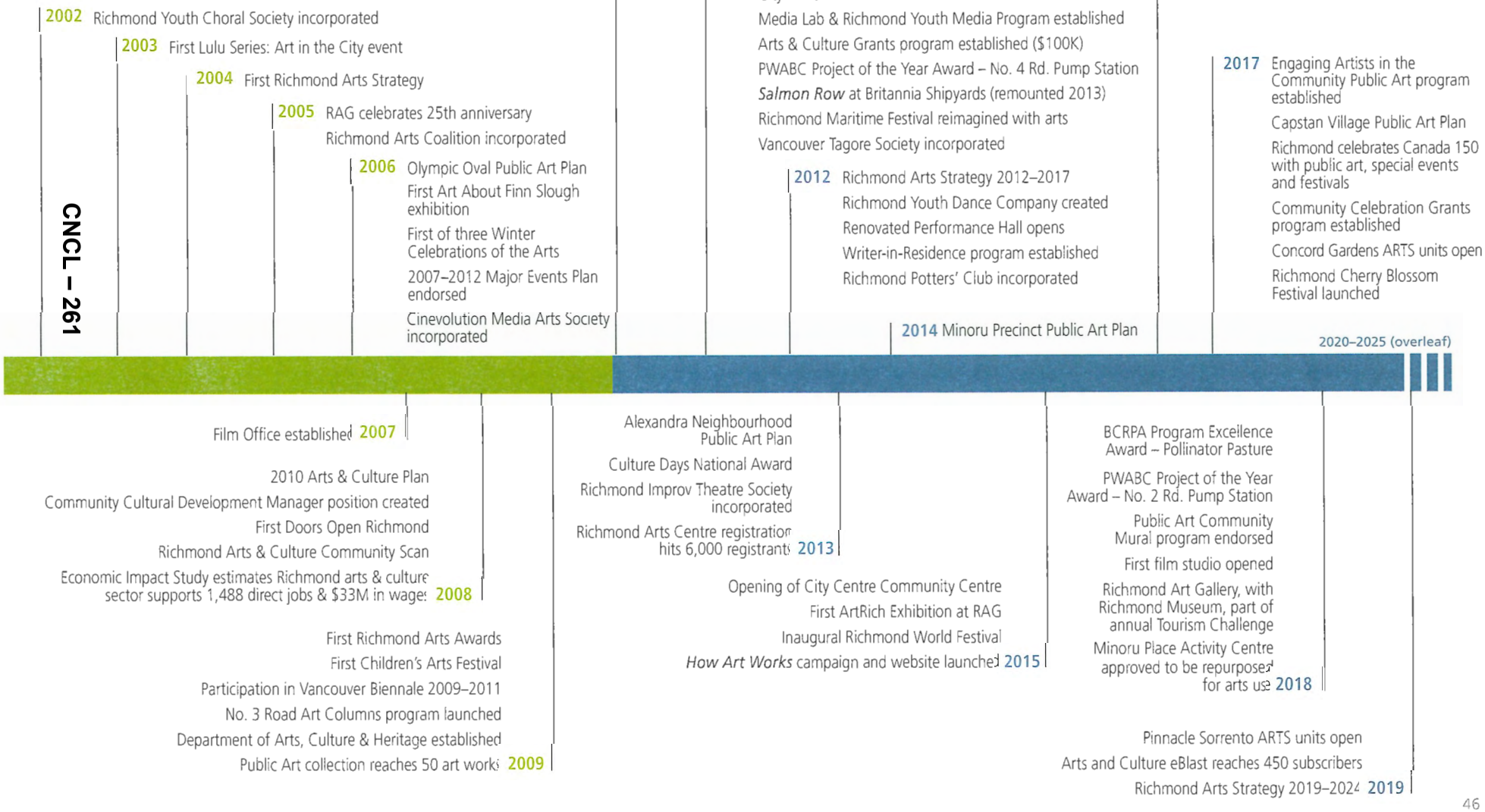
The 2004 Arts Strategy was updated in 2012 and again in 2019 following extensive public engagement to produce *Artworks: Richmond Arts Strategy 2019–2024*. These strategies share an ongoing commitment to:

- Improving and increasing arts and cultural infrastructure
- Expanding public awareness and understanding of the arts
- Positioning Richmond as an arts destination
- Reflecting diversity, and increasing accessibility and inclusion
- Leveraging the impacts of the arts to address social, economic and other goals

As noted in Strategic Direction 4 (page 20), addressing these will depend on building leadership at grassroots community levels in addition to a continued strong civic commitment.



Richmond's arts development has a critical and increasingly strategic role in the City's aspiration to be the most appealing, livable and well-managed community in Canada.



Where we are now: State of the Arts in Richmond

(continued)

2020 COVID-19 pandemic announced by World Health Organization

#RichmondHasHeart launches with projects by Richmond artists including mail art, memorial shrines and face mask designs

Sexsmith Artist Studios open

Gateway Theatre presents *Home for the Holidays* online musical revue

National Indigenous Peoples Day celebrated with week of virtual programs

40th anniversary of the Richmond Art Gallery

2022 Richmond hosts Arts BC Conference

Brown Road Artist Studios open

75th anniversary of Steveston Salmon Festival

Blue Cabin Floating Artist Residency begins two-year tenure at Imperial Landing

Hand-woven blanket by Debra Sparrow commissioned by City and installed at Council Chambers entrance

Community Arts Council of Richmond presents first *Faces of Richmond* exhibition for BC Seniors' Week

$92K from Dept of Canadian Heritage funds *Mosaic Firefly* artist-led project promoting inter-generational and intercultural understanding

2023 Richmond added to Netflix in Your Neighbourhood film tourism initiative

Arts and Culture eBlast hits 700+ subscribers as enews service transferred to Richmond Arts Coalition

Sea to Sky by Thomas Cannell wins Creative City Network of Canada Award of Excellence for Public Art

Children's Arts Festival adds "chill-out zone" for neuro-diverse participants

Minoru Centre for Active Living launches summer concerts series on plaza

20th annual Richmond Maritime Festival

Inaugural Richmond Art Walk organized by Lipont Gallery in partnership with Tourism Richmond

2025 Public art walking tour program launched in Capstan Village

Richmond Arts Strategy 2025–2030

Richmond Arts Facility Needs Assessment (pending)

Richmond Art Gallery & Association Strategic Plan 2025–2030 (pending)

1955–2019 (overleaf)

Arts and Culture eBlast hits 500+ subscribers and @howartworks Instagram reaches 800+ followers

HowArtWorks.ca relaunched as main arts portal

Community mural program installs six murals including *Stages of Bloom* at Gateway Theatre

National Day for Truth & Reconciliation established **2021**

Opening of Richmond Cultural Centre Annex

Operation of pottery studio in Cultural Centre transferred to Richmond Potters' Club

Richmond Signature and Community Event Plan 2025–2029

Neighbourhood Block Party Program established

15th Anniversary of Culture Days

Gateway Theatre opens 40th anniversary season

Inaugural exhibition at The Annex Gallery

@howartworks social media reaches 3,445 followers

Public Art collection reaches 357 art works

Council unanimously approves Duck Island redevelopment plan as entertainment and tourism district **2024**

Blue Cabin Floating Artist Residency at Imperial Landing



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APPENDIX

Engagement Activities by the Numbers



Steveston Takarajima Group at Richmond Maritime Festival

Activity	Who was engaged?	Dates	# Participants
Community Roundtables (two in-person + two online workshops)	Key Interest Holders and Community Members	Sep 11, Nov 19, Nov 27, Apr 15	11, 12, 11, 9
Two in-person sessions with Inter-departmental Staff Team	Interdepartmental Staff Working Group	Sep 4, Nov 21	18, 15
Sounding Board (Adults) at Richmond Cultural Centre & Annex	General Public	Sep 21–Oct 13 (Culture Days)	216
Sounding Board (Youth/ Children) at Richmond Cultural Centre & Annex	General Public	Sep 21–Oct 13	65
Community Questionnaire (Let's Talk Richmond)	General Public + Community Associations	Sep 17–Oct 14	81
TOTAL # ACTIVITIES			**TOTAL**
9			**392***

* Lower than total above, as Community Roundtable & Staff participated multiple times



Children's Arts Festival, featuring
Vancouver Chinese Lion and Dragon
Dance Team

Richmond

City of Richmond

Report to Committee

To:	General Purposes Committee	**Date:**	June 19, 2025
From:	Mark Corrado Director, Community Bylaws and Licencing	**File:**	12-8375-00/Vol 01
Re:	**Amendments to Consolidated Fees Bylaw No. 8636 – Schedule Parking (Off-Street) Regulation Bylaw No. 7403**		

Staff Recommendation

That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10694, be introduced and given first, second and third reading.

Mark Corrado
Director, Community Bylaws and Licencing
(604-204-8673)

Att. 1

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Finance Department	☑	
SENIOR STAFF REPORT REVIEW	**INITIALS:**	**APPROVED BY CAO**
	CJ	

Staff Report

Origin

Staff recently conducted a review of the Consolidated Fees Bylaw No. 8636 and identified a discrepancy in how off-street parking meter fees are presented. Specifically, the bylaw currently lists these fees as "including applicable taxes," which is inconsistent with how other fees in the bylaw are presented which is typically as "plus applicable taxes." To ensure consistency, transparency, and alignment with other City fees and common municipal practice, staff are recommending a housekeeping amendment to revise the wording accordingly.

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

Seek improvements and efficiencies in all aspects of City business.

Analysis

Currently, the Consolidated Fees Bylaw No. 8636, Schedule - Parking (Off-Street) Regulation, provides that all rates for pay parking fees include applicable taxes. The proposed amendment deletes the phrase "all rates include applicable taxes", and specifically references that parking fees will include the base rate, "plus applicable taxes". This wording change is intended to ensure consistency in how fees are presented throughout the bylaw and align the language with the other parking fees, such as those for parking permit/decal fees.

While administrative in nature, this change will result in an increase to the total amount paid by the public at off-street parking meters, as applicable taxes will now be added on top of the posted rate. Previously, taxes were embedded within the rate, meaning the City was effectively subsidizing a portion of the cost. The City's current rates for off-street parking are as follows:

City Off-Street Lots	Base Rate incl. tax	Translink Tax (24%)	GST (5%)	Combined Taxes
6131 Bowling Green Road	$3.50 / hour	$ 0.65	$ 0.17	$ 0.82
6500 Gilbert Road	$3.50 / hour	$ 0.65	$ 0.17	$ 0.82
7840 Granville Ave	$3.00 / hour	$ 0.55	$ 0.14	$ 0.69
5540 Hollybridge Way	$3.00 / hour	$ 0.55	$ 0.14	$ 0.69
3500 McDonald Road	$25.50/ first day	$ 6.12	$ 1.58	$ 7.70

Under the current structure, a 24% Translink Tax is applied to the pre-GST parking fee, followed by 5% GST on the total amount. Effective August 1, 2025, TransLink's Parking Rights Tax rate will increase from 24% to 29%, further emphasizing the need for a transparent fee structure that clearly separates base rates from applicable taxes. Under the South Coast British Columbia Transportation Authority Act, TransLink is responsible for the administration of parking tax collected from off-street lots within Metro Vancouver. Parking taxes collected are used to fund road and transit operations within the region.

If approved, the City's parking rate after August 1, 2025 would be as follows:

City Off-Street Lots	Base Rate	Translink Tax (29%)	GST (5%)	Amended Parking Rate
6131 Bowling Green Road	$3.50 / hour	$ 1.02	$ 0.23	$ 4.75
6500 Gilbert Road	$3.50 / hour	$ 1.02	$ 0.23	$ 4.75
7840 Granville Ave	$3.00 / hour	$ 0.87	$ 0.19	$ 4.06
5540 Hollybridge Way	$3.00 / hour	$ 0.87	$ 0.19	$ 4.06
3500 McDonald Road	$25.50/first day	$ 7.39	$ 1.65	$ 9.04

By clarifying that taxes are additional, this amendment ensures transparency and full cost recovery. It also aligns with common practices in other municipalities, where parking rates are typically displayed exclusive of taxes.

Financial Impact

The amendment will result in increased revenue of approximately $50,000 annually by ensuring that applicable taxes are charged in addition to the posted parking rates, rather than being absorbed by the City. This change aligns with best practices, improves revenue transparency, and does not alter the City's parking rate structure.

Conclusion

The proposed amendment to the Consolidated Fees Bylaw No. 8636 clarifies the presentation of parking meter rates and brings the wording in line with other sections of the bylaw. Although this is a minor administrative change, it will increase the amount paid by the public as taxes will be charged in addition to the posted rate. This practice is consistent with how other cities present and charge for parking fees, and it ensures greater transparency and alignment with the City's cost recovery principles.

Mark Corrado
Director, Community Bylaws and Licencing
(604-204-8673)

Att. 1: *Schedule - Parking (Off-Street) Regulation Bylaw No. 7403*

PARKING (OFF-STREET) REGULATION Bylaw No. 7403
Section 5.1.3, 6.1.2

Description	Fee
Pay Parking Fees:	All rates include applicable taxes.
All Off-Street City Property Locations, other than those set out below	$3.50 per hour – 7:00 am to 9:00 pm
6131 Bowling Green Road	$3.50 per hour – 7:00 am to 9:00 pm
6500 Gilbert Road	$3.50 per hour – 7:00 am to 9:00 pm Gateway Theater Productions - $6.50 for maximum stay
7840 Granville Avenue	$3.00 per hour – 7:00 am to 4:00 pm
5540 Hollybridge Way	$3.00 per hour – 7:00 am to 9:00 pm $9.75 per day
3500 McDonald Road	$25.50 first day (vehicle towing watercraft trailer only) Plus $12.50 per additional day (to a maximum of 5 days)
Parking Permit / Decal Fees:	
All Off-Street City Property Locations, other than those set out below.	$55.25 per calendar month plus applicable taxes, subject to discounts of: - 10% for groups of 11 or more permit decals
Gateway Theater Staff Parking (6500 Gilbert Road)	$6.25 per calendar year, plus applicable taxes
Richmond Lawn Bowling Club Members Parking (6131 Bowling Green Road)	$6.25 per calendar year, plus applicable taxes
Richmond Seniors' Centre Members Parking (Minoru Park)	$9.25 per calendar year, plus applicable taxes
Richmond Tennis Club Members Parking (Minoru Park)	$6.25 per calendar year, plus applicable taxes
Richmond Winter Club Members Parking (5540 Hollybridge Way)	$6.25 per calendar year, plus applicable taxes
McDonald Beach – Watercraft Trailer Parking (3500 McDonald Road)	$110.00 Richmond Residents, per calendar year, plus applicable taxes $165.00 Non-Richmond Residents, per calendar year, plus applicable taxes

City of Richmond

Bylaw 10694

Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10694

The Council of the City of Richmond enacts as follows:

1. Consolidated Fees Bylaw No. 8636, as amended, is further amended at SCHEDULE – PARKING (OFF-STREET) REGULATION by deleting the table labeled "Parking (Off-Street) Regulation Bylaw No. 7403 Section 5.1.3, 6.1.2" and replacing it with the table attached as Schedule A to this bylaw:

2. This Bylaw is cited as "**Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10694**".

FIRST READING	
SECOND READING	
THIRD READING	
ADOPTED	

CITY OF RICHMOND

APPROVED for content by originating Division

APPROVED for legality by Solicitor

BRB

MAYOR

CORPORATE OFFICER

Schedule A to Bylaw No. 10694

PARKING (OFF-STREET) REGULATION Bylaw No. 7403
Section 5.1.3, 6.1.2

Description	Fee
Pay Parking Fees:	
All Off-Street City Property Locations, other than those set out below	$3.50 per hour, plus applicable taxes – 7:00 am to 9:00 pm
6131 Bowling Green Road	$3.50 per hour, plus applicable taxes – 7:00 am to 9:00 pm
6500 Gilbert Road	$3.50 per hour, plus applicable taxes – 7:00 am to 9:00 pm Gateway Theater Productions - $6.50 plus applicable taxes for maximum stay
7840 Granville Avenue	$3.00 per hour, plus applicable taxes – 7:00 am to 4:00 pm
5540 Hollybridge Way	$3.00 per hour, plus applicable taxes – 7:00 am to 9:00 pm $9.75 per day, plus applicable taxes
3500 McDonald Road	$25.50 first day (vehicle towing watercraft trailer only), plus applicable taxes Plus $12.50 per additional day (to a maximum of 5 days), plus applicable taxes
Parking Permit / Decal Fees:	
All Off-Street City Property Locations, other than those set out below.	$55.25 per calendar month plus applicable taxes, subject to discounts of: - 10% for groups of 11 or more permit decals
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McDonald Beach – Watercraft Trailer Parking (3500 McDonald Road)	$110.00 Richmond Residents, per calendar year, plus applicable taxes $165.00 Non-Richmond Residents, per calendar year, plus applicable taxes

City of Richmond

Report to Committee

To:	General Purposes Committee	**Date:**	June 25, 2025
From:	Peter Russell Director, Housing	**File:**	08-4057-05/2025-Vol 01
Re:	**Establishing a Housing Authority - Referral Response #2**		

Staff Recommendation

That opportunities to establish a housing authority be brought forward for Council consideration on a case-by-case basis considering the details presented in the report titled "Establishing a Housing Authority - Referral Response #2" from the Director, Housing, dated June 25, 2025.

Peter Russell
Director, Housing
(604-276-4130)

Att. 2

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF DEPUTY CAO**
Finance Department	☑	
Law	☑	
SENIOR STAFF REPORT REVIEW	**INITIALS:**	**APPROVED BY CAO**
	CJ	

Staff Report

Origin

The December 16, 2024 General Purposes Committee report titled "Establishing a Housing Authority – Referral Response" included a comparative analysis of other cities that have set up housing entities, including municipal corporations, non-profit societies, and in-house agencies. For clarity and noted in more detail in the report:

- If established, a housing authority would be a wholly-owned municipal corporation with Council as the sole shareholder;
- Similar to the Lulu Island Energy Company and the Olympic Oval Corporation, a Board of Directors would be established; and,
- A housing authority can be operated as a non-for-profit entity.

This report responds to the following General Purposes Committee referral from December 16, 2024.

That staff be directed to take the next steps in establishing a Housing Authority, including analysis of:

(a) Structure options;
(b) Financing model;
(c) Terms of Reference;
(d) When to utilize the Housing Authority;
(e) Results of stakeholder consultation;
(f) Implications to the development community; and to report back in three months.

This report considers the various operating models and associated governance structures that would support a housing authority and provides an overview of associated financing models and general funding requirements. The overarching purpose of this report is to confirm Council objectives as they relate to the establishment of a housing authority as a wholly-owned municipal corporation. A housing authority has potential to meet the mandate and objectives of Council as they relate to delivering more affordable housing in some cases, discussed in the report.

This report supports Council's Strategic Plan 2022–2026 Focus Area #2:

Strategic and sustainable growth that supports long-term community needs and a well-planned and prosperous city.

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

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

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

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

Analysis

The City's 2024 Interim Housing Needs Report (IHNR) noted that 51,981 new housing units are required by 2041, equating to 2,600 units per year. These figures include non-market housing and all forms of market housing. While the City noted its concerns with the imposed IHNR methodology, there remains a strong need to utilize all available resources to address the housing challenge, locally and nationwide, since the private sector alone will not be able to supply the housing units required by 2041 and, in particular, below market housing identified in the IHNR.

The City has a long track record of delivering affordable housing, through partnership and policy, per the following two key streams of activity:

- **Low End Market Rental (LEMR) Program:** Since 2007, the City has relied on the success of the LEMR program to deliver below-market rental units, with 625 built to date and 812 approved or under development. The program has evolved over the decades with changes in 2017 to introduce the role of not-for-profit housing operators (NPHOs) and recently in 2025, to introduce a new temporary staff role, a registry of available LEMR homes, and enhanced on-line resources to support rental unit applicants. At the April 28, 2025, Council meeting, Council confirmed that the City shall maintain the current approach to managing the LEMR Program. During the meeting, Council authorized the creation of a temporary full-time position to establish and maintain a registry of available LEMR homes and to create a list of those eligible for LEMR housing. Further, enhancements are being made to online resources that will make it easier for members of the public to access affordable rental housing suited to their needs. Partnerships and ongoing improvements to the LEMR program will continue to play an important role in the delivery of affordable housing.
- **Partnerships with Senior Government**: 234 built affordable housing units have been delivered to date in partnership with senior governments, where the City has provided access to City-owned land and funding from the Affordable Housing Reserve Fund. Included in the above figures, 80 affordable housing units are being constructed at 5491 No. 2 Road, funded through BC Housing's Community Housing Fund and operated by Pathways Clubhouse Society of Richmond. Similarly, the Storeys Project located at 8080 Anderson Road on City-owned land delivered 129 units of below-market rental housing operated by a consortium of non-profit organizations under BC Housing funding programs.

This report discusses a third avenue to advance affordable housing: the role of a municipal housing authority.

A housing authority has the potential to be active in the direct delivery of housing, making full use of funding and financing models, partnerships and regulatory tools available to the City and a wholly-owned housing authority.

The housing sector is facing several market challenges, including rising construction costs, financing barriers, and labour shortages – conditions that a housing authority would be expected to face as well. While partnerships and the LEMR program will continue to play an important role in the delivery of affordable housing across the housing continuum, the analysis below frames considerations for advancing affordable housing projects through a housing authority should the opportunity arise.

Consideration of a Housing Society as Alternative to a Housing Authority

A housing society is a not-for-profit, non-taxable organization, incorporated pursuant to the Province's *Societies Act.* A society's assets and income must be used to fulfill its purposes, which are typically driven by community or charitable purposes. Like a housing authority, the City may have representation on the Board of Directors, but there is no share capital and therefore the City would not be a shareholder.

A society would function like existing non-profit organizations in Richmond. The Housing Office was established to drive new housing programs and policies and would likely be required to support the operations of a society until it could build and fund operational capacity. For reference, the Squamish Community Housing Society (Society) was incorporated as a non-profit society by the District of Squamish (District) in 2021. The District is funding the Society currently for up to 8 years of operations. The Society is entirely independent of the District and would not impact its financial state nor its borrowing limits. The Society's mandate is to partner at all levels of government, across all sectors, and with the Squamish Nation to build, acquire, and protect affordable housing in the community. In comparison, Council will have more control of a housing authority, having direct input on how it is funded, the composition of the Board of Directors and use of City resources.

Role of a Housing Authority in Delivering Affordable Housing

The purpose of incorporating a housing authority as a wholly-owned municipal corporation would be to undertake business ventures for the benefit of the local government and community. Housing authorities typically take on the role of designing, building, financing, maintaining, operating and/or tenanting affordable housing developments, directly or through senior government, non-profit, or private sector partnerships.

A housing authority would be established under the *Business Corporations Act.* The Articles of the housing authority, which are the foundational legal documents filed with the BC Corporate Registry to establish a corporation, must outline the rules and structure of the housing authority, including the housing authority's governance structure, as discussed further below. A housing authority is a separate legal entity, distinct from the shareholder. Legally, an incorporated housing authority has all the rights and obligations of an individual. The housing authority can enter into contracts, own real property, sue and be sued. A housing authority provides limited liability to a municipality as shareholder. The municipality's liability is limited to the value of the shares it purchased in the housing authority. The housing authority is also taxed independently from shareholders.

While the shareholder owns the housing authority and elects the Board, the Board of Directors is responsible for the operations. Under the provincial *Business Corporations Act* (BCBCA), the directors of a company must manage or supervise the management of the corporation. The BCBCA also imposes on directors and officers (i) the duty to act honestly and in good faith, (ii) a fiduciary duty, where they must act in the best interests of the corporation, prioritizing its interests above their own, (iii) a duty of care, where they must exercise the care, diligence and skill that a reasonable prudent person would, (iv) a duty of compliance, where they must comply with the BCBCA and the articles creating the corporation, and (v) obligations regarding disclosure of conflicts of interest.

A housing authority would have more control when it comes to establishing tenant eligibility for units that are owned or operated by the housing authority, such as employee or residency

requirements, in these types of projects. The steps to establishing a housing authority are outlined in Attachment 1.

Defining the Mandate of a Housing Authority

Prior to advancing the creation of a housing authority, consideration should be given to local shortfalls in housing supply and opportunities to address such shortfalls without duplicating the efforts of NPHOs and for-profit homebuilders. The mandate of a housing authority consistent with Council objectives could be to:

- deliver housing that addresses housing needs that are not being met by the private sector and/or through the initiatives of NPHOs;
- acquire housing that generates sufficient revenue to allow such housing, and any secured depths of affordability, to be maintained in perpetuity or per terms defined in a partnering agreement;
- acquire and/or develop housing geared to target populations;
- directly manage housing and tenant selection;
- secure funding from senior levels of government to develop affordable housing;
- partner with NPHOs, for-profit developers and government to deliver housing; and
- reduce liability to the City through incorporation of a separate legal entity.

Owning and operating housing can be in the form of new development, acquiring existing rental properties, and purchasing LEMR units, among other solutions. A housing authority can also play a role in creating opportunity for partnerships with senior levels of government and the private sector. While an Authority could seek to deliver housing across the housing continuum (Figure 1), the analysis focused on the delivery of non-market, subsidized housing, low-end of market housing, a mix of LEMR and market rental housing, and market rental housing.

Figure 1: Housing Authority Scope within Richmond's Housing Continuum

Homeless and At Risk			Rental Housing				Homeownership	
Emergency Weather Shelters	Shelters	Transitional Housing	Non-Market/ Social Housing	Low-End-Market Rental	Purpose Built Rental	Secondary Market Rental	Affordable Homeownership	Market Homeownership
Temporary shelters opened when an Extreme Weather Alert is issued.	Short-stay housing with varying levels of support to individuals	Short to medium term housing that includes the provision of support services (on or off-site), to help people move towards self-sufficiency	This housing includes funded by senior levels of government and housing managed by BC Housing, Metro Vancouver, non-profit and co-operative housing providers.	Rental units secured through inclusionary zoning. Targets low-moderate income households with rents set at below market rates.	Residential housing built as rental units, and may not be converted into stratified units. May be owned by a developer or a non-profit organization, or a secondary suite on a single-family lot.	Privately owned condominiums that could be rented out by the owner at market rate.	Units affordable to middle income home buyers. These housing units are usually modestly sized and targeted to first-time home buyers.	Ownership including single family dwellings, row houses, and strata owned condominiums at market prices.

Financial Analysis

Establishing a housing authority requires a comprehensive Business Plan to be reviewed and approved by the Inspector of Municipalities. The Business Plan must demonstrate long-term financial sustainability and sufficient due diligence to meet its mandate. At start-up, a housing authority would require funding contributions to commence operations.

A preliminary financial analysis was undertaken to identify the investment that would be required to develop and operate a 160-unit development. See Attachment 2 for a summary and assumptions used for the analysis, including interest rates, fees and applicable waivers, mortgage terms. The analysis found that in each case, even with a land contribution from the City and favourable financing, an upfront financial investment is required.

Funding to support the creation and ongoing operation of housing authority may be secured by:

1. **Accessing City funds or financing from the City, as defined in a Partnering Agreement**: Access to City funds would need to consider revenue options, including establishing a reserve fund, or an increase in property tax revenue. The use of City reserves is restricted by legislation, limiting how and where funding is sourced for the purposes of funding capital and operating costs of a housing authority. Recent amendments to the Local Government Act related to inclusionary and density bonus zoning allow for the establishment, by bylaw, of a density benefits reserve fund. Where a zone allows for cash-in-lieu of built affordable housing, any collected funds must be deposited into the density benefits reserve fund. Those funds in turn must only be used for the capital costs of new affordable housing. Under the legislation, cash-in-lieu remains the option of the developer and is thus not a guaranteed source of funds. Alternatively, the City could increase property taxes to collect the funds required, for example, by phasing in a 0.5% to 1.0% increase over time, where 1% is equal to approximately $3M in taxation revenue. While an Authority can borrow from the City, the City's liabilities and ability to finance other projects may be impacted. A housing authority is not eligible to borrow directly from the Municipal Finance Authority.
2. **Third party lenders, including other orders of government:** The housing authority can borrow directly from traditional financial institutions. Project financing could be secured through specially designed senior government programs, should they be introduced, similar to the Canada Infrastructure Bank.
3. **Public-private partnerships:** Through a public-private partnership, a housing authority can secure access to financing, similar to how the Lulu Island Energy Company's partnership with Corix Utilities. Staff will assess such opportunities when renewing the City's current Affordable Housing Strategy, due for renewal in 2027.
4. **Partnering with senior governments for capital and operating funding for deeply subsidized buildings**: A housing authority can apply directly for funding via Request for Proposals (RFP) from senior governments. Currently, the City partners with an NPHO, who applies for funding with City providing access to land and funds for permit fees. Storeys, Pathways (Rio Vista), and Harbour House were delivered under this model. This approach leverages NPHO experience in delivering and managing housing, providing tenant support services, creating opportunities for the NPHO to bring additional capital and operating funding, all serving to limit financial risk to the City. To date, 234 total units have been delivered in this way. A housing authority would be able to apply directly for senior government funding programs, but demonstrating experience in the management and

operation of such projects will be key to successfully being awarded funding. For these reasons, it would be incumbent on the City to create opportunities for the housing authority to gain the requisite experience such that it can successfully apply directly to future senior government funding calls. Over time, an Authority can become nimble and experienced and able to act quickly when RFPs are released.

Other financial considerations below would require long-term operating budgets and corresponding funding needs for operations. Some of these costs can be covered by the City under a Partnering Agreement with the City:

- Staffing costs;
- Board Director remuneration for external Board Directors (if any);
- Office and equipment expenses;
- Insurance and legal costs; and
- Office and consultant costs.

As an example, the Burnaby Housing Authority was approved with a $2M annual operating budget to cover the above costs from 2024 through to 2028. A contribution of $475,000 in 2024 for capital expenditures and access to $100M in financing from 2024 to 2028 was also approved.

Summary

In the short term, the start-up of a housing authority will require funding and resources from the City that could be directed towards other initiatives. The City's model of housing delivery, for example, relies on partnerships with NPHOs who are provided access to City-owned lands in addition to funding from the City's Affordable Housing Reserve Fund.

With these resources, the NPHO then applies to senior governments for capital and operating funds with which to build and manage affordable rental housing. The reallocation of resources to a housing authority may diminish the ability of the City to partner with NPHOs and to secure funding for housing development. In addition, depending on how the housing authority is structured, it can impact the City's debt ratios and borrowing limits for other projects. Also, there are opportunity costs for use of land that the City bears.

Operating Model and Governance Structure

The City of Richmond can act as the sole shareholder of the housing authority. As the sole shareholder, the City would have the power to elect and remove directors, attend annual general meetings, and receive financial statements. Subject to some key decision-making powers set out in the *Business Corporations Act,* and any powers granted to the shareholders in the articles of the company, the general practice is for shareholders to entrust the Board of Directors with the exclusive power to manage the company.

A Board of Directors may be composed of elected officials, staff, members of the public, external experts, or any combination of the above. The City has the knowledge, resources, and connections to govern wholly-owned corporations and has employed a range of governance models to date. An initial Board of Directors can be made up of staff in the short term, to advance the City's objectives in the early start-up period of the housing authority.

Under these circumstances, the Board of Directors will be operationally independent of City Council but more closely aligned with City priorities. Council would also be required to determine the size of the Board. Changes may be made over time to include external experts as the housing authority undertakes development. The Mayor may also opt to appoint a Council liaison who attends Board meetings.

Considerations regarding potential relationship, roles and responsibilities of the housing authority and City are summarized in Table 2 below.

Table 2: Housing Authority Model: Distribution of Roles and Responsibilities

		Authority	City
Governance	Board of Directors	Council members, City staff and/or external members as Board of Directors	Appointed by Council
	Business & Strategic Plan	Created by Authority	Approved by Council
	Annual Report	Prepared by Authority and presented to Council	Accepted by Council
Finance	Capital and Operating Budgets	Created annually by Authority	Approved annually by Council
	Other Funding	Senior government funding	N/A
	Financial Statements	Prepared by Authority, audited annually	City staff support; audited annually by City auditor
Land	Ownership and development	Authority can own or lease land for new developments; Authority can access City land as defined in a Partnering Agreement	City can lease land to Authority or transfer outright
Administration	Shared Services (legal, IT, HR, facility use, finance)	Agreement with City for shared services	Allocation of staff and resources to Authority*
	Procurement, contracting, partner and consultant selection, leases	Acts independently to negotiate, execute, and manage contracts and agreements	Oversight by City staff via the Board of Directors*
	Staffing	Authority to hire staff to carry out key functions & utilize consultants as necessary	City staff to provide HR support for recruiting and hiring of Authority staff*

* As defined in a Partnering Agreement

The roles and responsibilities as outlined in Table 2 will be driven by opportunities to develop, construct and manage housing.

Summary

This report responds to the referral recognizing the potential mandate of a housing authority, the approach to financing business endeavours, and the organizational structure available to support ongoing operations. Simply creating a housing authority will not yield housing delivery. It will take time and resources to develop the operational experience necessary to demonstrate to partners the capacity of the housing authority to design, build, own and maintain non-market, below-market, and affordable market rental housing.

Utilizing existing resources, the City has been able to implement improvements to its LEMR Program and to advance activities that are helping expedite housing delivery. With HAF funding, the City has been able to advance new technologies in development application review, establish a non-profit partnership program, and pilot an affordable housing grant opportunity. The City is also seeking to partner with an NPHO to progress the development of rental housing on City-owned lands with capital and operating funding from the Province of British Columbia.

As illustrated in the financial analysis, even with a land contribution and funding from the City, in addition to favourable financial, a considerable upfront financial investment is required to develop, own, and manage affordable housing. Taking this into account, it is recommended that Council defer the establishment of a housing authority until such time as an attainable opportunity presents itself. In the meantime, investments in the City's Housing Office and efforts to leverage current partnerships will support the delivery of housing without duplicating the efforts of NPHOs and for-profit homebuilders.

Financial Impact

None.

Conclusion

This report outlines considerations for establishing a housing authority as a wholly-owned municipal corporation. Municipalities can establish a municipal corporation pursuant to the *Community Charter* to achieve desired public benefits under specific terms of reference. It is recommended that opportunities to establish a housing authority be brought forward for Council consideration on a case-by-case basis as outlined in the mandate section. Stakeholder consultation would be carried out as part of this work and reported to Council.



Peter Russell
Director, Housing
(604-276-4130)

PR:pr

Att. 1: Steps to Establishing a Municipal Corporation
2: Financial Analysis Summary

Steps to Establishing a Municipal Corporation

Should Council determine that an Authority is needed to meet the City's objectives, this section discusses important steps and associated tasks to realize that outcome. Section 185 of the *Community Charter* provides municipalities with the power to incorporate a corporation, subject to the approval of the Inspector of Municipalities. This report provides information regarding refined objectives, financial considerations, and governance considerations that reduce conflict with private builders and the NPHO sectors. Further refinement would be required such that an application can be submitted to the Inspector of Municipalities. Municipalities are also encouraged to discuss their plans with Ministry staff before submitting a formal request for approval. Under this model, an Authority would have unique considerations, as outlined below, that are needed for a successful approval:

1. **Refine Objectives and Level of Control of Council:** Identify the municipal objectives that the incorporation will help achieve, the degree of control that Council will exercise over the corporation, and the financial exposure of the municipal shareholder.
2. **Consultation:** Engage with other parties in the housing ecosystem, including senior levels of government, private builders providing rental and LEMR units with NPO partners, and local advocacy groups.
3. **Governance:** Determine Board size and composition. A Board of Directors may be composed of elected officials, staff, members of the public, external experts or any combination of the above. Board appointment decisions should be focused on gaining the knowledge, resources and connections the municipal corporation requires to be successful.
4. **Business Name:** Select a name for the corporation that reflects both the public nature of the enterprise and its business purpose.
5. **Prepare Articles of Incorporation:** Draft corporate articles that govern the conduct of the corporation and its shareholders, directors and officers.
6. **Partnering Agreement:** Draft a partnering agreement, whereby the housing corporation can provide a service on behalf of the City.
7. **Inspector of Municipalities Approval:** Obtain approval of the Inspector of Municipalities for the incorporation of a municipal-owned corporation. The approval process requires a formal request that includes a Council resolution, copies of background reports such as a business plan or feasibility studies, and draft articles.

Financial Analysis Summary

An initial financial analysis was performed to determine the costs associated with designing and building rental housing. Outlined below is the analysis for one development of 160 homes to illustrate the relationship between rent levels and the amount of equity (or upfront financial contribution) the City would need to provide to make a project financially viable. The financial analysis captured four different rental rate arrangements:

1. **Deep Affordability**: 20% Deeply Affordable units, 50% Rent Geared to Income units, and 30% Market Rate units (based on BC Housing Community Housing Fund)
2. **LEMR Only**: 100% LEMR Rate units
3. **Mixed LEMR / Market Rentals**: 15% LEMR Rate units and 85% Market Rate units
4. **Market Rentals**: 100% Market Rate units

The financial analysis includes the following assumptions:

- 160-unit six-storey wood frame development;
- Utilizes City-owned land at no cost to the Authority;
- Total development cost of $77M;
- Regional and local DCC Waiver ($7.2M) for rental arrangements 1 - 3. Rental arrangement 4, 100% market rental, would not be eligible for DCC waivers;
- No capital grants from senior levels of government;
- No operating subsidy from senior levels of government;
- No financial assistance from the City required beyond the initial upfront investment;
- Lending Scenario 1 – BC Housing - 35-year mortgage (3.5% interest); and
- Lending Scenario 2 – CMHC – 50-year mortgage (3.5% interest).

Table 1 shows the amount of upfront equity required to reduce the mortgage to a level that can be sustained by the rental income, after covering ongoing operating costs. As rents increase, the project can carry a larger mortgage, reducing the need for upfront equity. However, higher rents mean the units are less affordable. This trade-off highlights the balance between affordability and the level of investment needed to enable deeply affordable housing.

Table 1: Upfront Contributions Needed to Develop a 160-Unit Project that can be Sustained by Rental Incomes - Under a Range of Affordability Scenarios

	1. Deep Affordability	2. LEMR (100%)	3, Mixed LEMR (15%) Market Rental (85%)	4. Market Rental
Scenario 1: Upfront contribution (35yr mortgage)	$29.9M	$32M	$4.5M	$6.7M*
Scenario 2: Upfront contribution (50yr mortgage)	$23.1M	$26M	No equity required	Not eligible as per CMHC requirements

* 100% market rental development has a higher income, so it requires less equity, but is not eligible for regional DCC waivers, so it has a higher equity contribution than the 15% LEMR, 85% market rental option.

City of Richmond

Report to Committee

To:	General Purposes Committee	**Date:**	July 7, 2025
From:	Martin Younis, B. Eng., M. Eng. Director, Facilities and Project Development	**File:**	06-2000-01/2025-Vol 01
Re:	**Works Yard Replacement Project – Program, Form, Phasing and Budget**		

Staff Recommendations

1. That the program totalling approximately 400,000 sq. ft. and building form be approved, as outlined in the report titled, "Works Yard Replacement Project – Program, Form, Phasing and Budget," dated July 7, 2025, from the Director, Facilities and Project Development;

2. That in order to reduce the overall project schedule, and manage cost escalation risks, the workshop program and other elements be added to the scope of work for Phase 1 and a capital submission for the Works Yard Replacement - Enabling Works and Phase 1 capital projects' scope change and budget increase of $74.0 million (2025 dollars) be endorsed for Council's consideration as part of the 2026 budget process; and

3. That staff begin the planning process for the balance of the unallocated land as outlined in the report titled, "Works Yard Replacement Project – Program, Form, Phasing and Budget," dated July 7, 2025, from the Director, Facilities and Project Development.

Martin Younis, B. Eng., M. Eng.
Director, Facilities and Project Development
(604-204-8501)

Att. 6

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF DEPUTY CAO**
Public Works	☑	
Parks Services	☑	
Finance	☑	
Engineering	☑	
Transportation	☑	
SENIOR STAFF REPORT REVIEW	**INITIALS:**	**APPROVED BY CAO**

8015242

Staff Report

Origin

At the Open Council meeting on July 10, 2023, it was announced that the existing Lynas Lane location will be the site for the replacement of the Works Yard (the "Project"). The purpose of this report is to present the program, proposed building form, phasing and budget strategy for Council consideration.

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

> *Community safety and preparedness through effective planning, strategic partnerships and proactive programs.*
>
> *3.1 Advance proactive, sustainable, and accelerated flood protection in collaboration with other governments and agencies.*
>
> *3.3 Ensure the community is collectively prepared for emergencies and potential disasters.*
>
> *3.4 Ensure civic infrastructure, assets and resources are effectively maintained and continue to meet the needs of the community as it grows.*

Background

The Works Yard is critical to operations, emergency response and disaster recovery, supporting services, equipment, and material storage that are fundamental for disaster mitigation and management of the City's infrastructure. The structures are not post-disaster rated, which will impede the City's ability to respond and recover when community safety events occur such as dike breaches, seismic events, or major floods.

On July 22, 2024, Council approved the Project's key design parameters and guiding principles, fundamental in design and program development.

The approved key design parameters include:

- Construct to post-disaster standard;
- Construct to a Flood Construction Level target of 4.7 metre geodetic elevation for all operational areas; and
- Incorporate the existing trees and berms around the site perimeter into the new design.

The approved guiding principles include:

- Resilient
- Innovative
- Connected
- Sustainable
- Inclusive

Located at 5599 Lynas Lane, the 30.2 acre Works Yard property is situated at the northwest corner of the City and is bound by River Road, Lynas Lane, Westminster Highway and McCallan Road. Built in the late 1970's and early 1980's, the primary facilities include:

- Administration building
- Parks, Recreation and Culture Services administration trailers
- Operations staff dispersal buildings
- Fleet operations and workshop buildings
- Stores warehouse building
- Fueling Station
- Recycling Depot (*not in scope of replacement Project*)
- RCMP Police Exhibit Storage Compound

In addition to these primary facilities, there are numerous trailers and temporary structures that have been added over the decades to accommodate demand growth. While these temporary structures have provided low-cost solutions, many have aged well past their expected lifespan and they have accelerating maintenance costs, representing the lowest standard of structure within the City's entire building portfolio.

Council establishes service levels through comprehensive needs assessments that consider evolving community factors such as population growth, ageing demographics, and the increasing impacts of climate change. In response, staff design and implement strategic, cost-effective solutions that aim to maintain high-quality services, support community resilience, and ensure long-term sustainability.

On March 11, 2024, Council approved the award of the Architectural Services contract and Construction Manager Pre-Construction Services contract, which was announced for Phase 1 of the Project. The initial services of these contracts have focused on detailed program review and verification, concept layouts, phasing plan development and budgetary estimates for Project approval.

Advanced Planning

Advanced Planning is a comprehensive process that commences with Project engagement to determine program space requirements, spatial form, budget, schedule, and preliminary phasing strategies.

Project Engagement

Internal

In Q2 2024, program stakeholders appointed key representatives to ensure the sharing of accurate, firsthand information for their respective areas. A total of 44 sub-section groups from four divisions and eight departments were identified to provide the Project with valuable experience and knowledge regarding Works Yard operational requirements.

In Q3 2024, 19 workshops were conducted with over 100 staff stakeholder representatives, gathering detailed information about work outputs, service levels, objectives and understanding of all operational programs. Additionally, the conversations aimed to identify current challenges, future opportunities and long-term plans for initiatives, programs and departments.

Ongoing collaboration and follow-ups with management teams and stakeholder groups were essential to validating information, sharing asset and resource data, and guiding discussions that informed the functional, operational, and technical requirements of the new facility.

Tailored engagement strategies, including information sessions, digital tools, events, one-on-one conversations, and an intranet website were used to share updates, gather feedback, and promote an inclusive, participatory process. Continued engagement and communication will ensure stakeholders remain involved and informed of new developments and onsite activities.

Community Connections

Public engagement events included the Capital Projects Open House, Public Works Open House and a neighbourhood event at Dover Park, coordinated with the Council-approved North Dike Upgrade Project consultation. Information about the Project's preliminary stages and contact information was shared to encourage public feedback.

Additionally, ongoing updates and correspondence occur with the management team and staff of the Richmond School District No. 38 Facilities Services Branch located adjacent to the Works Yard.

Program Development

The preliminary program was developed using the following:

- Analysis of existing building drawings and site surveys;
- Collection of organizational charts, staffing lists, statistics, assets and resources;
- Information sessions with all Works Yard staff, which included interactive digital survey questions, providing opportunities to submit information and feedback;

- Consultation with internal and external subject matter experts, consultants, and staff;
- Exploration of current and future opportunities and efficiencies, including centralized and consolidated solutions; and
- Observations, lessons learned and best practices gathered during visits to several municipal operations facilities.

Specific program needs were also considered. Conditioned indoor storage for high-value equipment like hydro-vac units and line painting trucks are essential to minimize downtime and prevent costly weather-related damage. These units are vulnerable to freezing temperatures, which can cause frozen lines, operational delays, and expensive repairs. With hydro excavators costing over $800,000 each, exposure to cold significantly shortens their lifespan, increasing replacement costs. Providing heated, enclosed storage ensures equipment remains operational, extends asset life, and improves cost efficiency, supporting uninterrupted service and responsible asset management.

The proposed program allows for 25 years of growth in the administration space and staff parking areas. The primary drivers for expansion include the current facility's inadequate capacity, inefficient layouts and inability to meet required standards. When evaluating the Works Yard program, expansion and growth projections were calculated separately for each functional and operational area. Feedback from several other jurisdictions that recently constructed works yard facilities, highlighted undersized new facilities as the primary project shortcoming. To mitigate the risk of constructing an undersized facility by the time construction is complete, multiple factors were considered, including:

- Administration personnel and operational workforce;
- Fleet and equipment (parking, storage and respective energy sources);
- Operational requirements (workshop space and operational storage);
- Department and program scalability;
- Adaptable spaces; and
- Service level demand.

Future considerations involved a thorough analysis of past feasibility studies, data from City Human Resources and Payroll, as well as population projections. This process included the collection of organizational charts, staffing lists, vacant positions, and information about assets and resources. A review of 10 years of historical staffing data (2014-2023) was conducted to evaluate periods of high staffing levels, such as seasonal staff, as well as low periods, including March and August mid-week, excluding long weekends.

As technology continues to improve, operational processes within the Works Yard are expected to become more efficient, potentially reducing overall space requirements over time. This is particularly relevant for areas such as storage, fleet management, and administrative functions, where automation and digital tools can streamline operations. Designing the facility with flexibility in mind will allow the City to scale down or repurpose space as needs evolve, ensuring long-term adaptability and value.

Analysis

Major Construction Projects Oversight Committee

Staff engaged the Council-appointed Major Construction Projects Oversight Committee (MCPOC), commencing with a presentation of the Project background, program, building form, phasing and budget strategy, follow-up discussions, and a site visit (refer to Attachments 1 and 2 – Meeting Minutes). During the meetings, the MCPOC provided several recommendations for further consideration to strengthen project planning and risk management. All comments have been reviewed, considered within the subsequent analysis, and will continue to be assessed through the detailed design phase. Key points of feedback from the MCPOC are summarized as follows:

Project Contingency:

- The project contingency may be low relative to the Class D estimate level of accuracy ahead of detailed design as well as site-specific risks, environmental and geotechnical factors, operational phasing continuity, potential regulatory updates, Project duration and complexity. In response, the overall contingency increased from 25% to 30%.
- Staff acknowledged the importance of contingency planning and cautioned that significantly increasing the contingency at this early stage could reduce long-term funding flexibility and limit Council's future options.

Geotechnical Considerations:

- Accurately assessing and allocating for risks, especially geotechnical ground conditions, are particularly challenging without more advanced design development and tendering information.
- Feedback will be considered and coordinated with the geotechnical design team, construction manager and peer review.

Flood Construction Level (FCL):

- Review the program for elements that could be placed below the FCL.
- Suggested maintaining Phase 3 at the site's current grade, which would keep fleet and other program elements at a lower elevation.

  Key Risks and Challenges:
  - Flooding of the Works Yard would render fleet vehicles and equipment inaccessible or damaged, severely limiting emergency response capabilities and delaying critical infrastructure repairs needed to restore safe operations across the City (including roads, sanitary, storm, water, pump stations and dikes);
  - Significant repair and replacement costs of high-value assets that may outweigh initial savings;
  - Added complexity and cost due to dewatering, groundwater treatment, temporary shoring, and consultant/abatement work; and
  - Not raising the site would be inconsistent with the Council approved Flood Protection Management Strategy and the future Works Yard would not be at a post-disaster standard.

Potential Benefits:

- Budget reduction of approximately $10 million due to decreased need for structural fill, retaining walls, and temporary ramps;
- Shortens project schedule; and
- Reduces long-term escalation by shifting budget from Phase 3 to Phase 1.

- On the balance of analysis, the expenditure of $10 million to achieve long term flood protection of the site represents an approximate 2.5% increase to the overall estimated project cost, which is excellent value for achieving this level of post-disaster standard.

Program Considerations:

- Review program for additional uses that could be brought forward into Phase 1.
- The project team has already taken steps to enhance efficiency by incorporating the workshops into Phase 1, allowing for more effective use of the site and supporting ongoing operations during future phases. However, due to space constraints on the site, no additional program elements can be accommodated within the Phase 1 footprint without compromising functionality or constructability.
- In response to MCPOC's recommendation of accelerating key components of the project, staff are actively exploring the possibility of relocating some programs offsite to expedite Phase 2 of the project.

Site Circulation:

- Review the site circulation to explore opportunities to reduce the overall project footprint. This included evaluating internal roads, access points, and movement patterns to identify potential efficiencies.
- In response, the project team conducted a review of the site circulation and determined that the current layout strikes an appropriate balance between efficiency and safety. While some adjustments were considered, the existing configuration will make effective use of the site while supporting safe and functional access for vehicles, pedestrians, and emergency services.

Project Program

A feasibility study and high-level program definition were completed in 2023 for the purposes of site selection. Stakeholder program requests were identified through Project engagement efforts.

Through extensive engagement and planning, the recommended program reflects design efficiencies and a reduction in the overall Project footprint:

- The Administration space allocation was reduced by implementing new modern space planning design guidelines, which highlight collaboration areas and breakout meeting rooms, but reduce the individual workstation sizes.

- The workshop spaces have increased to accommodate the functional requirements for staff based on a more refined understanding of operational, construction and maintenance activities, identified through consultations with user groups and functional analysis.

- The program allocation for storage space has been reduced across all impacted areas, however, significant efficiencies have been achieved through solutions such as storage-shelf systems and spatially optimized configurations.
- The design will support initiatives and processes that prioritize organization and efficiency, to maximize vertical space utilization and streamline workflows.

The recommended program increases the overall usable space by approximately 23,000 sq. ft. and includes appropriate space for building circulation, structure, and mechanical/electrical rooms. Table 1 (further detailed in Attachment 3) presents the program changes through the various stages of analysis.

Table 1: Works Yard Program Areas

Program Area	Existing Program (sq. ft.)	Feasibility Study Program (sq. ft.)	Stakeholder Program Requests (sq. ft.)	Recommended Program (sq. ft.)
Main Building Administration Space	45,000	76,000	74,250	53,000
Main Building Workshops Dispersals Change Rooms	19,000	24,000	60,000	55,000
Garage	22,000	32,000	40,000	40,000
Stores Warehouse	15,000	17,000	25,000	25,000
Conditioned Storage	11,000	20,000	15,000	15,000
Covered Storage	43,000	58,000	77,000	52,000
Yard Storage	202,000	141,000	160,000	140,000
RCMP Exhibit Storage	20,000	20,000	20,000	20,000
Staff Parking	280 stalls	519 stalls	519 stalls	494 stalls
Total Program	**377,000**	**388,000**	**471,250**	**400,000**

Additional efficiencies have been realized by locating the staff parking lot beneath the Main Building (Administration and workshops), similar to the configuration of City Hall. Instead of utilizing structural fill to elevate the site to the Project's 4.7 metre geodetic Flood Construction Level (FCL), this approach optimizes site utilization while still achieving the intended FCL elevation for operational areas.

All fleet vehicles will be located at or above the site's FCL, ensuring they remain protected and fully operational to respond to major events. Only staff vehicles will be parked below the FCL, maintaining operational resilience while maximizing available space on site.

The program review confirmed that the recommended program considers:

- City policies and administrative directives;
- Works Yard Replacement Project guiding principles and key design parameters;
- Operational, technical and functional requirements;
- Values, priorities and feedback from staff representatives and subject matter experts;
- Best practices, trends and efficiencies;
- Opportunities for centralized and consolidated work areas, incorporating innovative future-state concept and design solutions;
- Future staff, operational, service level and program expansion; and
- Space for community engagement, resident support, outreach programs and events.

Through the next steps consisting of Character Development and Detailed Design, the program will be refined to optimize adjacencies, technical and functional requirements.

Unallocated Land

The City owned properties at Lynas Lane total 30.2 acres in area. The Recycling Depot, Park House and Skate Board Park occupy 3.7 acres of this total and are not within the scope of the Project. The recommended Project program is designed to occupy a consolidated footprint of approximately 22.0 acres, yielding approximately 4.5 acres of unallocated land adjacent to the waterfront. In the Official Community Plan (OCP), this unallocated land is currently designated for industrial use. The availability of this land presents a valuable opportunity, as its potential worth is considerable. However, the exact value would depend on a variety of factors, including future land use designations, developmental potential and market conditions.

Given the strategic significance and development potential of this unallocated area, staff recommend initiating the formal planning process. This process would explore potential land use options, assess infrastructure requirements, engage stakeholders and align any proposed changes with broader community objectives outlined in the OCP. Commencing this planning effort will help ensure the most effective and beneficial use of the land, maximizing both economic and community value. The newly available land holds substantial monetary value and offers potential for future revenue generation or expansion of Works Yard programs at the current site.

Concept Design and Phasing

Enabling Works and the Phase 1 scope of work based on a 4-Phase delivery model was approved with a total $100.0 million budget for design and construction of an administration building and staff parkade. The unaudited Project expenditures as of June 25, 2025 for Enabling Works and Phase 1 are $6.4 million.

The following is the status of the Enabling Works:

Complete

- Geotechnical Site Investigation to determine the current ground conditions and the required ground preparations works to facilitate construction;
- Initial Environmental Overview and Environmental Site Assessment to delineate any known and unknown contaminants across the site; and
- Staff relocations to clear the Phase 1 construction zone.

In progress

- Utility relocations from the Phase 1 construction zone;
- Construction of a temporary staff parking lot;
- Removal of structures from the Phase 1 construction zone; and
- Consolidation and centralization of materials and activities.

Concept Design

The proposed Project concept design is presented in Attachment 4, providing a conceptual visualization of the building's overall scale, form, and spatial organization within the site context. These early-stage models are critical in evaluating how the proposed development integrates with surrounding urban fabric, responds to site constraints, and aligns with zoning requirements.

The accompanying perspective views in Attachment 5, illustrate the massing from various vantage points, offering a realistic sense of proportion and spatial relationships with adjacent buildings and public spaces. The perspectives highlight the benefit of the existing landscape and mature tree buffer that exists around the site, which largely obscures the proposed facility from various neighbouring viewpoints.

To meet the City's flood protection requirements and account for projected sea level rise, operational areas of the site will be raised to achieve the Flood Construction Level (FCL) of 4.7 metres geodetic. This elevation considers long-term settlement, sea level rise projections to Year 2100 and ensures compliance with Richmond's floodplain design requirements for post-disaster infrastructure.

Site plan cross-sections in Attachment 6 illustrate vertical slices through the Project site, showing how the proposed development interacts with existing topography, infrastructure, and adjacent properties. The drawings help visualize grading, retaining walls, building heights, and landscape features, providing a clear understanding of the Project's impact on the surrounding context.

Project Phasing

The Project was originally conceptualized to be delivered in four phases over 12 years, to ensure continuous operations throughout construction.

Multi-phase construction Projects spanning several years carry key risks. Cost escalation due to inflation, material shortages, labor fluctuations, and market conditions such as tariffs or trade policy changes can significantly affect budgets. Regulatory updates over time may require design modifications, while maintaining site operations adds logistical complexity. Changes in Project personnel, consultants or contractors are also a risk as it could disrupt continuity. Extended timelines also heighten exposure to evolving community expectations and shifting priorities.

To mitigate some of these risks, it is recommended to deliver the Project in three phases, rather than four, by bringing forward the workshop spaces into Phase 1 and integrating them into the Main Building. This will result in an increased budget requirement for Phase 1 but will provide significant long-term benefits by optimizing site utilization for future phases and reducing the phase turnovers. Given that the site must remain operational throughout construction, advancing the workshops to Phase 1 will facilitate the relocation of key operations to the new footprint, thereby improving overall Project logistics and execution in subsequent phases. See Table 2 for the phasing of the recommended program.

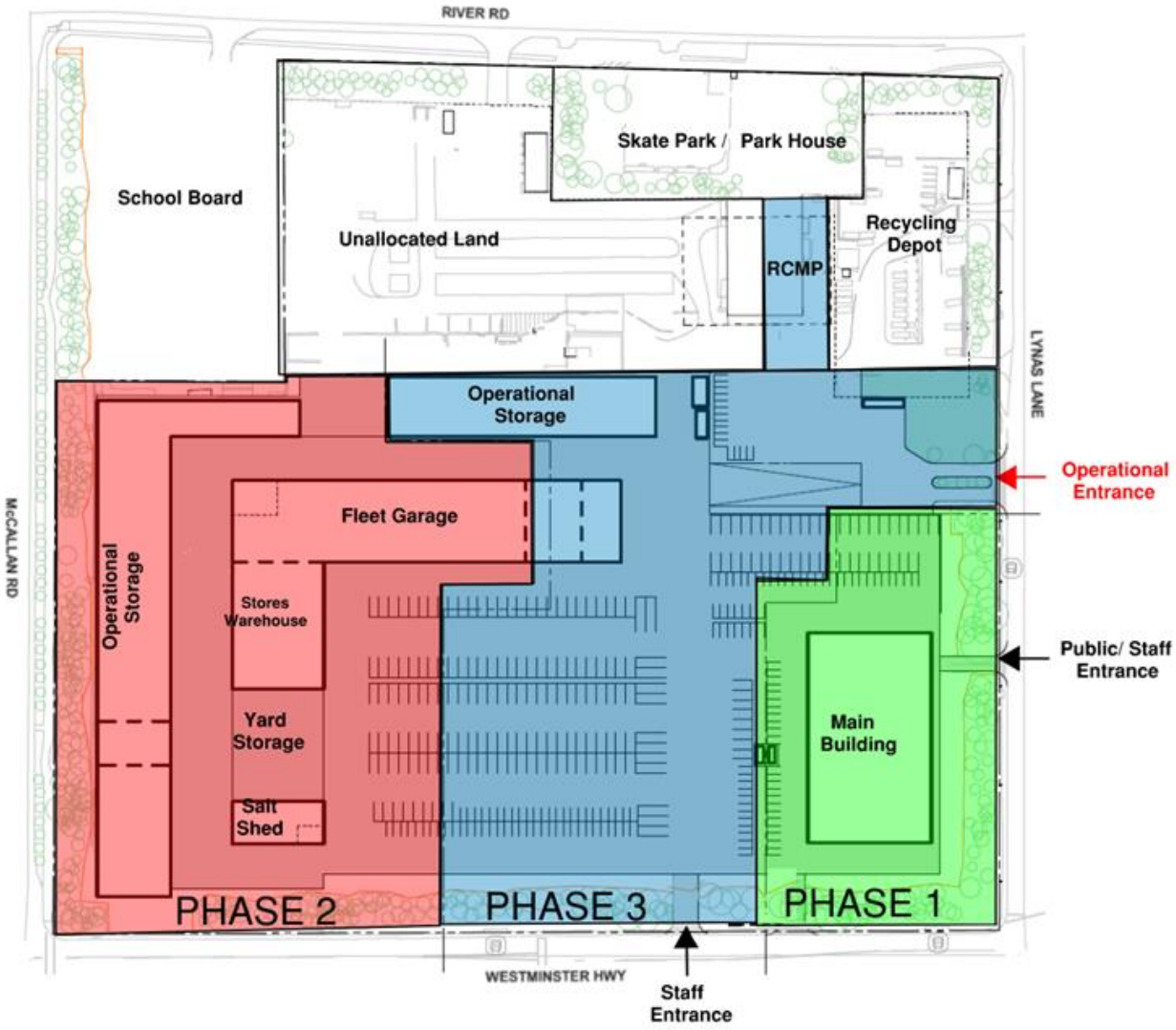
Table 2: Works Yard Replacement Project - Recommended Facility Program and Phasing

Program Area	**Phase 1 (sq. ft.)**	**Phase 2 (sq. ft.)**	**Phase 3 (sq. ft.)**	**TOTAL (sq. ft.)**
Main Building - Administration Space	53,000			53,000
Main Building - Workshops, Dispersals, Change Rooms	55,000			55,000
Staff Parking	247 stalls		247 stalls	494 stalls
Garage		40,000		40,000
Stores Warehouse		25,000		25,000
Conditioned Storage		15,000		15,000
Covered Storage		26,000	26,000	52,000
Yard Storage		70,000	70,000	140,000
RCMP Exhibit Storage			20,000	20,000
			Total Program	**400,000**

The recommended phasing strategy (see Figure 1) consolidates the schedule from four phases to three and shortens the overall Project timeline from 12 years to 10 years. The streamlined approach also reduces cumulative costs for contractor fees and mobilization costs associated with extended project durations.

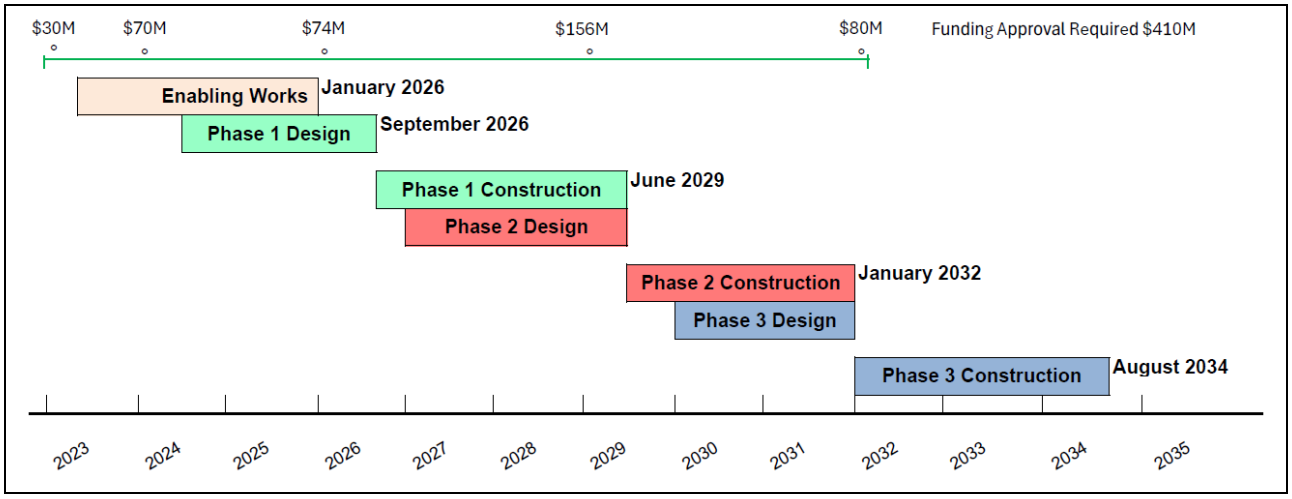
By implementing the workshop facilities earlier in the schedule, the City can proceed with procurement and installation of valuable, key equipment sooner, which supports operational continuity and helps mitigate the impacts of market-driven cost escalation. Earlier workshop delivery also enhances scheduling flexibility for subsequent phases and reduces dependency on ageing infrastructure that would otherwise remain in use longer under the initial phasing plan.

Figure 1: Phased Project Site Plan



As illustrated in Figure 2, in order to progress the Project schedule, construction and design work (e.g. Enabling Works and Phase 1 Design) are planned to progress concurrently. The funding approval requirement schedule is also noted in Figure 2.

Figure 2: Works Yard Replacement Project Schedule



Tree Management

A comprehensive tree management plan will be developed in tandem with the landscape design during the detailed design phase and will include:

- a complete inventory, condition assessment and retention value of all the trees that will likely be impacted;
- a protection plan for all retained trees during construction; and
- tree compensation of 3:1 ratio.

Through the traffic management analysis process, a separate access and exit from Westminster Highway will be provided to support traffic volumes and mitigate traffic build-up for staff personal vehicles. The new right-in/right-out access from Westminster Highway, which is included in Phase 3 construction works, is estimated to require the removal of approximately 8 - 10 trees. The exact number of trees affected will be confirmed through the detailed design phase.

Financial Analysis

Preliminary Project Cost

A preliminary estimate and a final Project budget can vary significantly depending on the expenditure timeline, approved scope, and risk mitigation strategies. A Class D estimate (order-of-magnitude budget) is prepared with limited design information and carries an expected accuracy range of ±30% due to various financial risks.

One key factor is market-driven cost adjustments which are fluctuations in construction costs due to external economic influences beyond the Project's control. These may include changes in material prices, labour availability, supply chain disruptions, inflation, fuel costs, tariffs, and broader demand shifts within the construction industry.

Tariffs are placing upward pressure on global cost projections. The International Monetary Fund (IMF) has highlighted that tariffs contribute to rising inflation, leading to increased costs and potential price hikes for consumers. These inflationary pressures, driven by trade restrictions, underscore the importance of flexible and responsive cost planning.

As these variables continue to evolve, they can have a substantial impact on the total Project cost over time. To remove this variability and allow for capital project comparisons and prioritization ahead of the annual capital budget approval process, cost estimates are typically presented to Council in current-year dollars. Once a given project is prioritized, then further design development and scheduling occurs with escalation factors applied to account for projected increases based on market conditions and industry benchmarks. This approach helps ensure budget planning remains realistic and adaptive to changing market conditions at the time of budget approval.

Consistent with this approach, in 2023, for the purposes of completing the site selection analysis, the Project cost was estimated at $247 million in 2023 dollars with a Class D accuracy range of ±30% or $173 million to $321 million. At the site selection stage, costs were not escalated into the future as there was no Project timeline or confirmed program.

Annual Escalation Impacts

To inform capital budget updates, staff collaborate annually with industry professionals and reference Statistics Canada's non-residential construction cost indices. The escalation rates for capital Projects were 6.6% for 2024 and are projected to be 6.9% for 2025.

In addition, staff consult key publications such as the Altus Group Canadian Cost Guide for public sector construction benchmarks. For the remaining years of the Project timeline, an annual escalation rate of 3% is forecasted and comparable to the escalation rate of 3.3% carried by the construction management firm overseeing Phase 1.

An escalation rate range of 2% and 5% has been applied to the forecasted expenditures, reflecting historical Consumer Price Index (CPI) trends from Statistics Canada, observed over the preceding 10-year period. The 2% rate corresponds to the average annual CPI increase during more stable economic cycles, while the 5% rate aligns with averaged peak inflationary periods experienced in recent years. By incorporating both low and high range escalation factors, Table 3 captures a realistic spectrum of potential cost growth, thereby enhancing budget resilience and facilitating informed decision making under variable market conditions.

Table 3: Escalation Impacts to the $247 million (2023 Forecast) over the new Project Duration Projection

Year	No Escalation 2023 site selection estimate	Low Escalation 2% annually from 2026 to 2033	Predicted Escalation 3% annually from 2026 to 2033	High Escalation 5% annually from 2026 to 2033
2023	N/A	N/A	N/A	N/A
2024	$13.0 million	*$13.9 million	*$13.9 million	*$13.9 million
2025	$13.0 million	**$14.8 million	**$14.8 million	**$14.8 million
2026	$13.0 million	$15.1 million	$15.3 million	$15.6 million
2027	$25.0 million	$29.6 million	$30.2 million	$31.4 million
2028	$25.0 million	$30.2 million	$31.1 million	$33.0 million
2029	$37.0 million	$45.6 million	$47.5 million	$51.2 million
2030	$34.0 million	$42.8 million	$44.9 million	$49.4 million
2031	$35.0 million	$44.9 million	$47.6 million	$53.4 million
2032	$35.0 million	$45.8 million	$49.1 million	$56.1 million
2033	$17.0 million	$22.7 million	$24.5 million	$28.6 million
TOTAL	$247.0 million	$305.5 million	**$318.9 million**	$347.5 million

** 6.6% escalation rate*

*** 6.9% escalation rate*

Factoring in the full range of predicted cost escalation of 3% annually, the forecasted $318.9 million with a stated ±30% Class D accuracy equates to a cost range of $223.2 million (minus 30%) to $414.5 million (plus 30%).

Project Budget

Budgeting and Council approval for Major Facility Projects is generally completed when design is at a very early concept stage and subsequent detailed design can take up to two years before construction tendering. As part of Phase 1 budget planning, a conservative approach was adopted to address the two-year tendering delay and mitigate project risks.

For example, although the design drawings were still in development, approximately twice the number of stone columns were provisioned compared to initial concept estimates to address geotechnical uncertainties. This increased allowance for ground improvement measures was intended to mitigate the risk of cost overruns resulting from unforeseen subsurface conditions, as more detailed geotechnical data would become available later in the design process.

Cost Validation

The Construction Manager developed the budget based on the recommended concept design. For an added degree of cost certainty, the budget was verified by two independent cost experts to update preliminary Project cost estimates concurrently, based on the recommended concept design.

Project Contingency

The estimated costs and scope for each phase, as outlined in Table 4, include a total contingency of 30%, which aligns with MCPOC's suggestion to reflects the expected level of uncertainty associated with a Class D cost estimate. At this early stage, limited design detail is available and a higher contingency is necessary to account for potential variability in scope, site conditions and market fluctuations. This level of contingency is consistent with industry practice for Class D estimates, which typically have an accuracy range of ±30%.

The budget was developed by the Construction Manager and independently verified by two external cost consultants to ensure a robust and reliable estimate. A 30% contingency is appropriate for complex, large-scale projects at the conceptual stage, helping to confidently manage unexpected challenges and protect the project's schedule and budget from costly disruptions, such as design changes, site conditions, or market fluctuations. This approach provides the financial flexibility needed to respond effectively and ensures the project remains on track through planning and delivery, safeguarding the overall success and timely completion of the project.

Given the extended project duration of 10 years, the financial buffer will protect the City from unforeseen factors that may occur between approval and 2035, when Project costs will largely be incurred. A contingency model was utilized during the planning process for the Oval and the Major Capital Facilities Program (Steveston Community Centre and Library, Minoru Centre for Active Living, Fire Hall No. 1, Fire Hall No. 3 and City Centre Community Centre).

Unused funds from any phase will be returned to the overall Project budget, which may be allocated to support future phases, based on Project needs. The overall Project budget will be presented alongside the staff Report to Council that outlines the character of the next phase. This approach ensures financial transparency and provides clarity on the nature of work involved in each phase.

The proposed budget in Table 4 includes design fees, construction costs, Furniture, Fixtures and Equipment (FF&E), public art contribution, permit fees, insurance, escalation allowances, utilities, internal project management fees, temporary facilities and contingency.

Table 4: Proposed Project Budget Estimate

Phase	Description	Projected Budget
Enabling Works and Phase 1	• Utility Relocations • Staff Relocations • Site Investigations • Site Reconfigurations • Main Building - Administration Space • Main Building - Workshops • Dispersals • Change Rooms • Staff Parkade (50% - 247 stalls)	$174.0 million
Phase 2	• Storage • Fleet Parking • Stores Warehouse • Garage • Salt Shed • Enclosed Parking	$156.0 million
Phase 3	• Fuel Station • Wash Bay • Staff Parkade (50% - 247 stalls) • Covered Parking • RCMP Exhibit Storage • FCL Site Grading	$80.0 million
		Total $410.0 million
		Estimated Project Duration:10 years

Capital Budget Projections

The approved and/or projected capital budget requests are identified in Table 5. Approved budgets will also fund the design of the next phase. The design of Phase 2 is planned to be finalized concurrently with the construction of Phase 1, ensuring the most efficient delivery schedule.

Table 5: Capital Budget Projections

Year	Funding Forecast	Cumulative Funding
2023	Council-approved $30.0 million	$30.0 million
2024	Council-approved $70.0 million	$100.0 million
2026	*$74.0 million	$174.0 million
2029	*$78.0 million	$252.0 million
2030	*$78.0 million	$330.0 million
2032	*$80.0 million	**$410.0 million**
	***Total $410.0 million**	

**Includes Project Contingency 30%*

To accommodate the proposed Project budget totalling $410.0 million, the following is the recommended budget strategy:

- In accordance with Council's Long Term Financial Management Strategy Policy 3707, an annual property tax increase of 1% towards infrastructure replacement needs will need to be maintained for the next 10 years;
- Utility Reserves will fund a third of the proposed Project Budget of $410.0 million (based on the allocation of the original estimate of $247.0 million, 2023 dollars);
- CBI funding to support other capital requests will be limited to $15.0 million annually; and
- Grant funding opportunities will be pursued throughout the duration of the project.

This is the same strategy that has been successfully used to fund and deliver previous Major Facilities Projects such as Minoru Centre For Active Living and Fire Hall No. 1.

Deferring the Project to a later date would result in additional priority repair costs associated with ageing infrastructure. If the existing Works Yard buildings remain in use for another 5 years, (bringing most of the buildings close to 50 years old), major building system maintenance or replacement would be required at an order of magnitude cost, estimated to be $35 million (in 2025 dollars). This includes replacement of most existing building systems components, such as fire protection, mechanical, electrical, and building envelope. These investments would only serve to maintain core functionality and will not respond to the continued growth of operations, will not bring the facilities up to current building code standards nor meet post-disaster requirements.

Financial Impact

Staff recommend the total construction budget be established at $410.0 million, which includes a Project contingency of 30%.

Staff recommend a scope change in Enabling Works and Phase 1 capital projects, as outlined in Table 2 - Works Yard Replacement Project – Recommended Facility Program and Phasing.

By incorporating the workshops within the Phase 1 footprint, the revised Phase 1 scope of work requires an increase of $74.0 million (2025 dollars) to the Enabling Works and Phase 1 budget. Staff recommends a capital submission for the Works Yard Replacement - Enabling Works and Phase 1 capital projects' scope change and budget increase of $74.0 million, be endorsed for Council's consideration as part of the 2026 budget process.

An annual property tax increase of 1% towards infrastructure replacement needs will need to be maintained for the next 10 years.

Operating Budget Impact (OBI)

The preliminary OBI for the program and facility is estimated at $900,000 annually, which aligns with the anticipated year of operations. A comprehensive operating plan, detailing program scope, service levels and a refined OBI, will be submitted to Council for consideration closer to construction of the facility. While the proposed program represents an increase in size, the new facility is expected to offset ongoing maintenance and repair costs associated with ageing infrastructure.

Next Steps

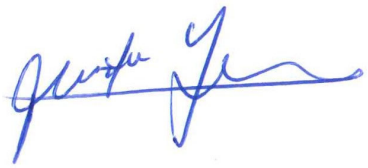
Upon Council approval of the program, building form, phasing plan and capital budget, staff will proceed to the Phase 1 Character Development and Detailed Design stages, which involves refining the overall concept and developing comprehensive technical specifications and drawings. This phase will also address key factors such as material selection, sustainability goals and regulatory compliance. The program will be refined and the information will continue to serve as insight for optimal adjacencies, operational, technical and functional requirements.

The Project's delivery schedule incorporates multiple decision points at which Council may choose to assess the Project, particularly in response to an economic downturn, thereby mitigating financial exposure. Delaying the Project may risk continued expenditures to maintain the existing facility in operational condition. By advancing the Project now, Council secures the best value proposition, optimizes budget forecasts and retains the flexibility to discontinue further investment should economic circumstances warrant.

Staff will develop a consultation and planning strategy for the unallocated lands that will be brought back to Council for consideration.

Conclusion

The program provides critical improvements to the Works Yard, with essential administration space requirements, functional workshop spaces and operational storage that support operations, construction, and maintenance activities. This new facility will enhance the efficient execution and delivery of essential services to the community. The program and design will create opportunities for innovative, future-state efficiencies, and expansion.



Martin Younis, B. Eng., M. Eng.
Director, Facilities and Project Development
(604-204-8501)

MY:mr/fs/ek/nh

Att. 1: Meeting Minutes #1 – MCPOC – May 14, 2025
2: Meeting Minutes #2 – MCPOC – June 19, 2025
3: Works Yard Replacement Project - Program Development
4: Works Yard Replacement Project - Concept Design and Building Form
5: Works Yard Replacement Project - Perspective Views
6: Works Yard Replacement Project - Cross-section Elevation Renderings

City of Richmond

Minutes
Deputy CAO's Office
Facilities and Project Development
Works Yard Planning

Major Construction Projects Oversight Committee – Meeting #1

Wednesday, May 14, 2025

Place: Room M.2.002
Richmond City Hall

Present: COMMITTEE MEMBERS (the "Committee")
Councillor Laura Gillanders
Jeff Ilich
Neil Cumming
Shawn Smith
Thor Fairburn
Tim Loo

CITY OF RICHMOND STAFF (Staff)
Serena Lusk
John Irving
Martin Younis
Mile Racic
Ben Dias
Ferman Suleyman
Anthony Sy
Fatima Qaddoumi

Call to Order: Martin Younis called the meeting to order at 5:22pm.

INTRODUCTIONS

TERMS OF REFERENCE REVIEW

PRESENTATION

WORKS YARD REPLACEMENT PROJECT

Capital Buildings Project Development and Works Yard Planning staff presented the Works Yard Replacement Project, providing an overview of the project's rationale, design direction and current progress. The presentation outlined the need to replace ageing infrastructure with a resilient, efficient facility that meets post-disaster standards and future operational needs. Key elements included the proposed program, guiding principles and a proposed phasing strategy that consolidates operations and maintains services during construction. Staff reviewed the enabling works underway, the two-stage procurement process for Phase 1 Consultant and Construction Manager, as well as the estimated project budget. Ongoing engagement and next steps toward detailed design and Council approvals were highlighted.

PRESENTATION DISCUSSION

The Committee inquired about the contractors, consultants and peer reviewers. They posed questions regarding raising grade, layout plans, program and next steps in design.

The Committee additionally raised questions regarding flood resilience and parking strategy, and recommended looking into the feasibility of relocating non-critical operations to below-grade spaces in consideration of flood events.

Staff shared the engagement program with Works Yard Operations to better inform planning decisions. Approximately 100 staff, including managers, supervisors and labourers were engaged in the development of the program to identify best practices and operational needs. The program was refined by stacking functions and finding efficiencies, while also incorporating 25 years of projected growth in administrative space and parking, based on historical and anticipated staffing trends.

Staff discussed the challenges of maintaining operations during Phase 1 construction, particularly the coordination and logistics required to construct the administration building and workshops while managing varied site operations and varying elevations.

Confidence was expressed in the external consultants, who have experience delivering similar operational projects across Canada. Staff also highlighted the value of peer reviews and constructability input from the contracted Construction Manager as key strategies to mitigate risk.

The importance of receiving input from the Oversight Committee was emphasized ahead of presenting the overall project program, form, phasing, and budget to the General Purposes Committee. The Committee also discussed how evolving market conditions, such as tariffs, could impact cost escalation.

Staff clarified that consultants and CM teams have been engaged for Phase 1 only, with the intention to retain them for future phases pending satisfactory performance. While only Phase 1 has been awarded for detailed design and implementation at this stage, the overall approach allows for phased design, with consultants engaged separately for each phase. This strategy provides flexibility to assess performance before committing to future phases.

DISCUSSION POINTS

The Committee was presented with 12 questions to consider prior to the committee meeting.

a. From your perspective, what are the most significant project risks at this stage, and how would you recommend we monitor or mitigate them?

The Committee discussed the geotechnical consultant's experience with local conditions in Richmond and emphasized the importance of thorough ground preparation and testing prior to fill placement, to minimize risk. It was noted that a full assessment is difficult without detailed design and staff were encouraged to ensure phasing remains feasible and aligned with geotechnical findings.

The Committee highlighted the importance of proactively addressing long-term cost risks and inflation. It was acknowledged that, in some cases, design decisions had prioritized operational functionality and parking capacity.

The Committee recommended breaking up interface components and integrating build flow into the design schedule. Concerns were raised regarding the low contingency; staff responded that significantly increasing contingency at this stage could limit long-term funding flexibility and Council options, while also noting the challenge of accurately assessing risk without detailed design and tendering.

b. What considerations or best practices should we keep in mind as we move into ground preparation to minimize schedule or cost risks?

The Committee emphasized the importance of minimizing risk through thorough ground preparation and recommended ensuring that all phases are appropriately considered in geotechnical planning.

c. Are there specific building materials, particularly nationally sourced options, or systems you recommend we explore further to enhance lifecycle performance, durability, or operational efficiency?

The Committee discussed challenges with international sourcing, particularly from the United States, due to potential supply disruptions. It was noted that there should be sufficient time to identify and transition to alternative sources over the long term.

The Committee emphasized the importance of sustainability and durability in material selection, especially for flood-resistant applications, and encouraged staff to prioritize materials that meet high performance standards.

d. What engagement strategies have you used for complex, long-term infrastructure projects involving large, diverse groups of internal staff and stakeholders, while ensuring effective information sharing with local residents?

The Committee emphasized the importance of continuous engagement and consistent communication throughout all project stages. It was suggested that detailed staging drawings and integration with existing conditions can support effective stakeholder understanding and coordination.

e. What best practices have you observed in preparing active operational sites for successful multi-phase construction projects, particularly regarding maintaining full operations and minimizing disruptions (both for staff and residential neighbours)?

The Committee highlighted the use of detailed staging drawings as a key best practice to support operational continuity and minimize disruptions during multi-phase construction on active sites.

f. What are some lessons learned from comparable complex, multi-phase projects in the programming, concept, or schematic design stages of the new facility? Our analysis has identified a shorter schedule, lower cost, and better functionality of combined workshops and administration in the Main Building in a 3 phase strategy instead of 4 phases, do you see any issues with this analysis and conclusion?

The Committee proposed shortening the schedule to reduce costs and mitigate escalation risks, and suggested locking in prices early while employing strategic contracting to protect against escalation.

g. What design considerations are critical when constructing a post-disaster facility, beyond seismic code standards and constructing to a new Flood Construction Level (FCL), to ensure resilience, functionality, and continuity of operations during extreme events?

The Committee inquired about the continuity of services like water supply and drainage during disaster events, critical infrastructure, and how recovery plans would handle extreme weather such as atmospheric rivers. The Committee emphasized the need to plan for continuous operations during post-disaster scenarios, including backup power for these critical services.

h. How should we be planning for financial risks and potential cost escalation over a multi-year construction period, particularly in today's volatile market?

The Committee advocated for the Construction Manager model as an effective way to mitigate risks like cost escalation, but noted that this could extend the procurement timeline.

i. Are there contractual or procurement strategies you've seen effectively reduce the impact of inflation and escalation in long-term infrastructure projects?

The Committee commented for the Construction Manager to commit to general conditions, which has been completed during the tendering phase of the procurement. The Committee agrees with the strategy of phasing consultants with the ability to off-ramp if the relationship with the contractor is not working.

j. In your experience, how have public facilities successfully integrated future-ready infrastructure such as automation, digital monitoring, or smart systems while avoiding unnecessary complexity or cost?

The Committee discussed the value of considering future-ready infrastructure and commented to get ahead of transitions to electric.

k. How can we balance flexibility in design with long-term certainty in scope and function, particularly for facilities expected to adapt to changing service delivery models?

The Committee suggested making the facility compact without sacrificing functionality.

l. What operational efficiencies can we gain through early planning for decarbonisation, energy reduction, or low-carbon building materials?

The Committee noted that concrete will be a big ticket item. Reduce carbon; recommended reviewing with structural consultant.

CONCLUSION

Martin Younis addressed the Committee with the following question:
Are you in support of the approach of 3-phases and budgeting?

The Committee was in support.

KEY TAKEAWAYS

(1) Assess and consider increasing the project contingency;
(2) Review program for elements that may potentially be placed below the Flood Construction Level of 4.7m geodetic; and
(3) Review program for additional uses that could be brought forward into Phase 1.

ACTION ITEMS

(1) Present the project program, form, phasing, and budget to the General Purposes Committee for Council consideration on July 7, 2025;
(2) Coordinate a Works Yard site tour for the Committee Members in July 2025; and
(3) Organize the next Major Construction Projects Oversight Committee meeting to review the Character Design in Q4 of 2025.

ADJOURNMENT

Meeting adjourned (8:35pm).

City of Richmond

Minutes
Deputy CAO's Office
Facilities and Project Development
Works Yard Planning

Major Construction Projects Oversight Committee – Meeting #2

Thursday, June 19, 2025

Place: Works Yard
5599 Lynas Lane

Present: COMMITTEE MEMBERS (the "Committee")
Councillor Laura Gillanders
Jeff Ilich
Neil Cumming
Shawn Smith
Thor Fairburn
Tim Loo

CITY OF RICHMOND STAFF (Staff)
John Irving
Martin Younis
Mile Racic
Ben Dias
Ferman Suleyman
Nicole Haraguchi
Fatima Qaddoumi

Call to Order: Martin Younis commenced discussion at 4:41pm.

DISCUSSION OF MINUTES FROM MEETING #1

The Committee inquired on plans for communication back to Council. Staff confirmed that Councillor Gillanders, as Council-liaison, had received the previous meeting's minutes. A comprehensive report, inclusive of committee feedback and minutes, is being prepared for the target date of July 7 Open General Purposes meeting (Open Council July 14).

SITE TOUR

Staff led a site tour for the Committee, highlighting the Phase 1 footprint, Lynas Lane entrance, phasing boundaries, and the north boundary of site limits. Flood Construction Level (FCL) target of 4.7 metres geodetic elevation were reflected on structures throughout the Works Yard and subsequently discussed. The current dike elevation (3.5 metres) and neighbouring residential complex (4.37 metres) was also shown near the Lynas Lane entrance.

The Committee inquired about the nature of the main structure and division of parkade and operations, as well as expectations for receiving a more detailed design site layout with traffic flow. Staff confirmed that the main structure will have parking below and smaller workshops above; direction will be provided to the Architect to proceed with detailed design upon Council approval of the program.

SELECTION OF CHAIR AND VICE CHAIR

Neil Cumming was appointed as Chair. Thor Fairburn was appointed as Vice Chair.

FOLLOW-UP DISCUSSION

Project Contingency

Staff acknowledged the importance of contingency planning and the need to assess and potentially increase the project contingency to better account for unforeseen risks. However, they cautioned that significantly increasing it at this early stage could reduce long-term funding flexibility and limit Council's future options. Accurately assessing risk is also difficult without more detailed design development or tendering information. To manage this, the construction budget has been shared with the Architects. The project team will be accountable for the budget and any cost overruns will be addressed through value engineering.

The Committee raised questions about peer reviews, budget transparency, geotechnical risks, phasing, and long-term escalation, expressing concerns about ground improvement reliability and schedule alignment. Staff confirmed ongoing peer reviews, phased budget updates, and extensive geotechnical testing with built-in contingencies. Staff emphasized phased construction over 10 years, flexibility in schedule to manage risks, and strong risk management practices based on past project successes.

Flood Construction Level (FCL)

Staff explained that the City's flood protection strategy sets a design elevation of 4.7m geodetic based on provincial flood levels, sea level rise, land subsidence, and freeboard (the vertical distance added to the calculated flood level to account for uncertainties and provide a safety margin).

The project team discussed the Committee's previous suggestion to keep Phase 3 at the current grade. This could reduce the budget by about $10 million and offer benefits like avoiding structural fill, simplifying stormwater design, shortening the schedule, and reducing escalation. However, the emergency response during a flood is significantly compromised due to fleet vehicles being unprotected at the lower elevation. Risks also include the need for additional ramping, increased complexity, dewatering, hazardous water treatment, and shoring. The potential damage to assets in the event of a flood will outweigh any cost savings achieved by not raising the grade. This does not align with the flood protection strategy. Past flood responses showed tides can drop quickly, allowing equipment to resume operations promptly, which can be achieved if the equipment is protected.

The Committee provided the suggestion of flood walls, flood gates at entrances, and raising berms around the site to enhance protection. Staff clarified concerns with perimeter concrete flood walls as geotechnical conditions are challenging. Staff additionally raised concerns about potential damage to trees if the berms are raised, indicating a balance is needed between flood protection and preserving site ecology.

Phase 1 Program Discussion

The project team has optimized Phase 1 by including workshops that support ongoing operations and site efficiency, but site constraints limit adding more elements without affecting constructability. In response to the Committee's recommendation to accelerate key components, staff are exploring advancing Phase 2 to deliver additional program elements sooner. The Committee raised questions about site circulation, operational efficiency, and space planning, suggesting improvements like optimizing traffic flow and adding vertical racking for better space use. Architects are incorporating circulation optimization and vertical storage, with the design allowing for future expansion. Staff referenced other Works Yards in the region to highlight the need for comprehensive infrastructure and more space. They also noted that consolidating shared facilities, such as eateries and lockers, has improved workplace culture.

NEXT STEPS

Staff are targeting to present a report to the General Purposes Committee on July 7, followed by Council on July 14. The decision will focus on program, phasing and funding approval. Staff will incorporate their learnings from discussions with the Committee. The next meeting will be scheduled upon reaching the next project milestone.

ADJOURNMENT

Meeting adjourned (7:15pm).

Works Yard Replacement Project - Program Development

The preliminary program was developed using the following:

- Analysis of existing building drawings and site surveys;
- Collection of organizational charts, staffing lists, statistics, and information about assets and resources;
- Workshops and correspondence with staff stakeholder representatives to collect, review and confirm key information, providing critical operational, technical and functional requirements;
- Regular consultation with internal and external subject matter experts, consultants, staff user groups;
- Information sessions were held for all Works Yard staff, during which interactive digital survey questions were posed and opportunities were provided to submit or voice input, information and feedback;
- Exploration of current and future-growth opportunities and efficiencies, including centralized and consolidated solutions; and
- Observations, lessons learned, best practices, and visual inspections gathered during several site visits.

Main Building

The necessity for additional meeting spaces was identified through engagement and ongoing conversations with staff and management teams. Equipping the facility with adequate multi-functional spaces provides usage flexibility. Through adjacencies in Concept Design phase, multi-purpose spaces will be designed throughout the facility to support the needs of staff, community, and programs. Through engagement and key stakeholder workshops, it was identified that there is a high demand for spaces to conduct confidential or discreet conversations, especially as over 30 staff transition from having offices at the Works Yard to not having dedicated offices in the new facility, in alignment with current City practices.

Additionally, it was noted that touchdown stations are needed for operational staff without assigned computers due to the nature of their roles. These stations will support staff participation, inclusion and development by enabling access to courses, email, and City-wide opportunities and initiatives.

The multi-functional spaces will be outfitted accordingly to meet functional requirements including collaborative meeting technology, touchdown stations for the operational workforce and spaces for confidential conversations.

The recommended program includes multi-purpose rooms and multi-functional spaces of varying sizes, used to accommodate the following:

- Meetings
- Crew talks
- Training

- Recruitment
- Departmental Operations Centre (DOC)
- Public engagement and outreach
- Rest and recovery
- Reflection room
- Confidential conversations
- Shared touchdown stations

Workshops

The workshop space within the newly developed program has been expanded compared to the initial feasibility report. This increase from the initial feasibility report is based on a more refined understanding of operational, construction and maintenance activities and requirements identified through in-depth consultations with user groups and functional analysis.
As intensity and frequency of weather events increase, the new facility's program, that includes catch-up growth, enhances the City's ability to effectively respond to and recover from events and is programmed to support operations and function during major events such as dike breaches, seismic events, or floods.

The additional space is designed to support current service needs and evolving operational workflows.

Storage

The areas allocated for conditioned, covered, and yard storage in the newly developed program have been reduced compared to those outlined in the initial feasibility report. This reduction was made possible by identifying and implementing more efficient storage strategies.

These strategies include:

- incorporation of high-density racking systems;
- consolidation of storage needs through shared spaces among multiple groups; and
- centralization of shared items such as tools, aggregates, materials and items.

These strategies have not only reduced the overall footprint but also contributed to significant improvements in operational efficiency and flexibility. The program design has been optimized to prioritize organization and efficiency, supporting centralization, streamlined workflows and maximizing vertical space utilization. The design also includes spatially optimized configurations, ensuring that storage areas are utilized to their fullest potential.

The program review confirmed that the recommended design aligns with best practices, current trends, and operational efficiencies. Furthermore, it presents opportunities for creating centralized and consolidated work areas, incorporating innovative future-state concepts and design solutions that will support long-term needs and adaptability.

Parking

Through comprehensive data analysis and collaboration with internal and external subject matter experts, parking requirements were thoroughly evaluated for staff personal vehicles and City fleet and equipment. A review of 10 years of historical staffing data (2014-2023) was conducted to evaluate periods of high and low staffing levels, staff attendance and absenteeism, compressed workdays, and factors such as carpool and City fleet take-home vehicles. Additionally, specific requirements for the City fleet and equipment, including covered parking, enclosed heated and shore-power needs, were addressed. Consideration was given to staff levels, fleet and equipment initiatives and expansion, potential future energy sources ensuring the design accommodates evolving energy demands and sustainability goals.

High rate of vehicle ownership significantly contributes to parking demand at the Works Yard. Due to the location of the Works Yard and the nature of its operations, staff are frequently required to attend call-outs during weather events or emergencies. Additionally, staff working irregular hours and overtime further increase the need for personal vehicles parking onsite.

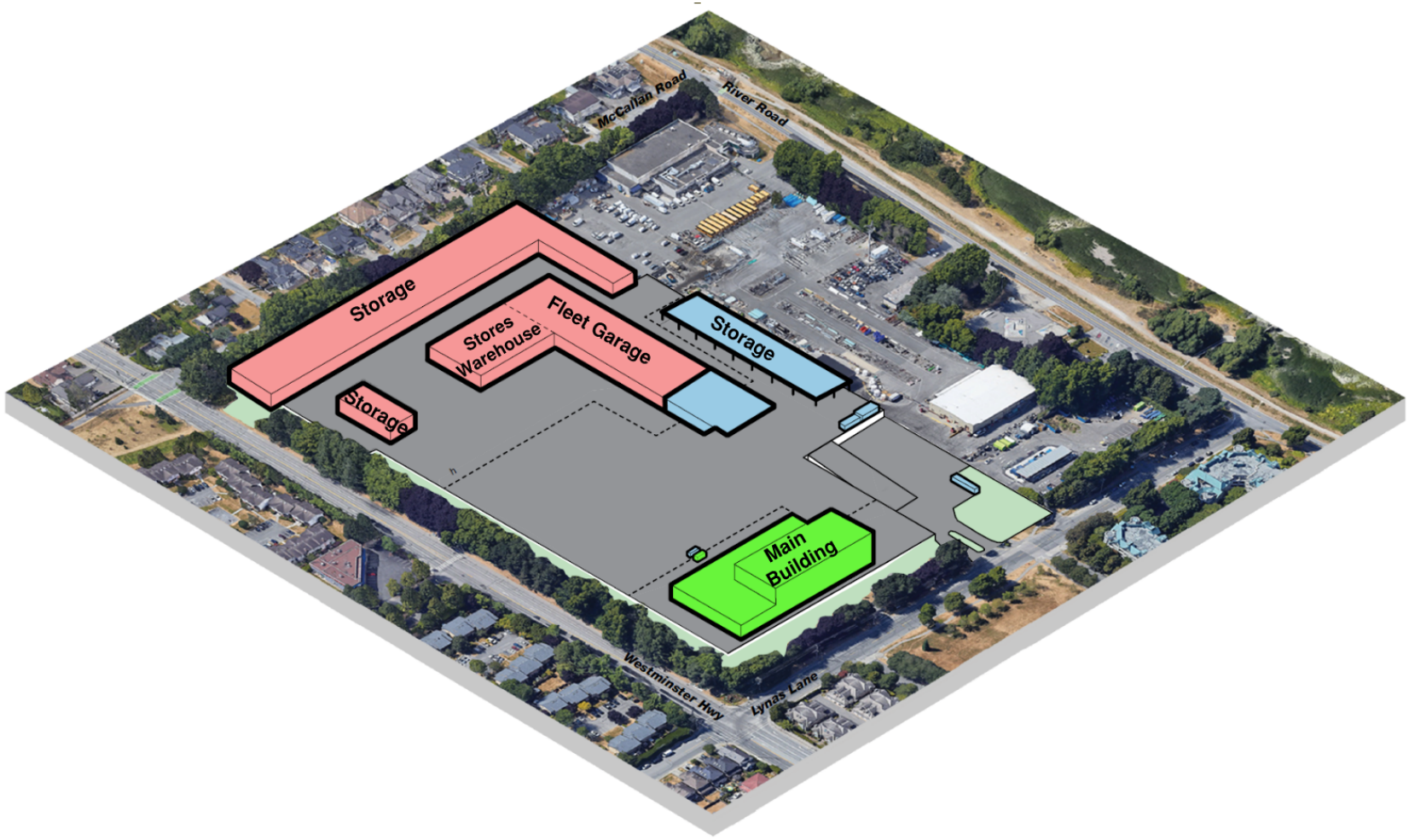
In coordination with the architect and transportation consultants, staff parking needs for the Project on the first day of occupancy is 368 stalls, this represent a 0.75 ratio of staff to parking stalls.

A 25-year Projection to the parking plan is anticipated to be 31.5%. This results in an additional 116 parking spaces. The total number of parking stalls is 484 stalls for staff as well as 10 spaces for visitor parking to match the existing configuration. Accessible parking stalls will be incorporated as per the City's Zoning Bylaw.

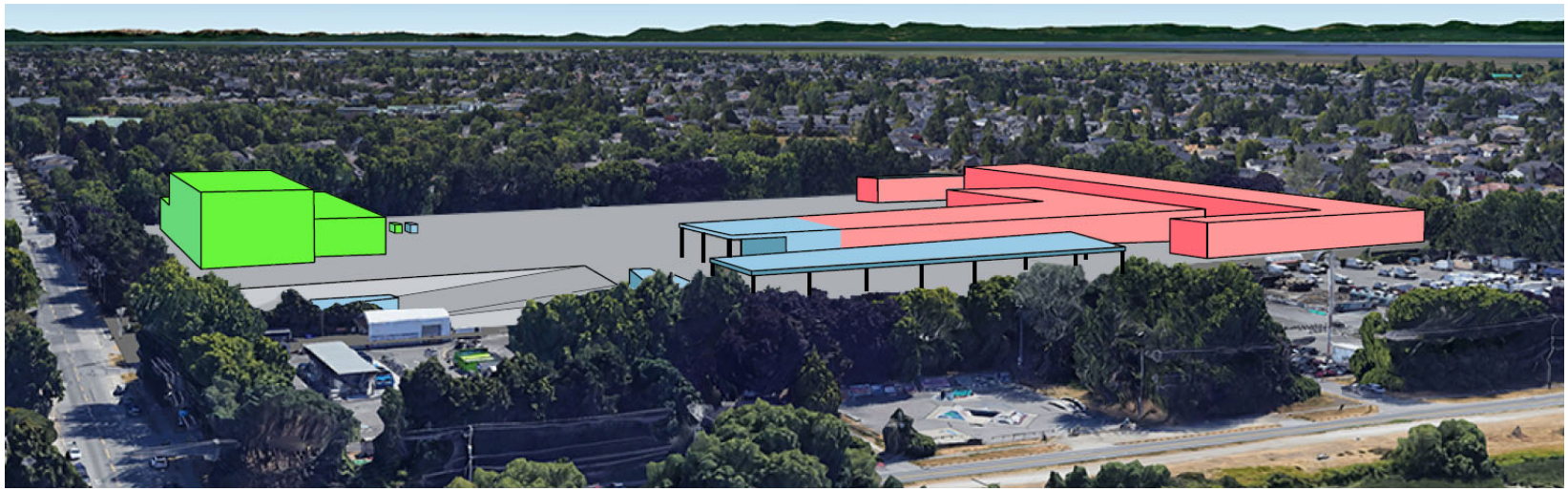
Due to the high volumes of staff accessing and egressing the Works Yard during peak flow times, parking considerations include the recommendation for an additional access point for personal vehicles from Westminster Highway. This access will address vehicle backlogs during peak hours and alleviate congestion on Lynas Lane, while the egress points will be optimized for smoother traffic flow. Constructing an access point from Westminster Highway is estimated to require the removal of approximately 8-10 trees.

Works Yard Replacement Project – Concept Design

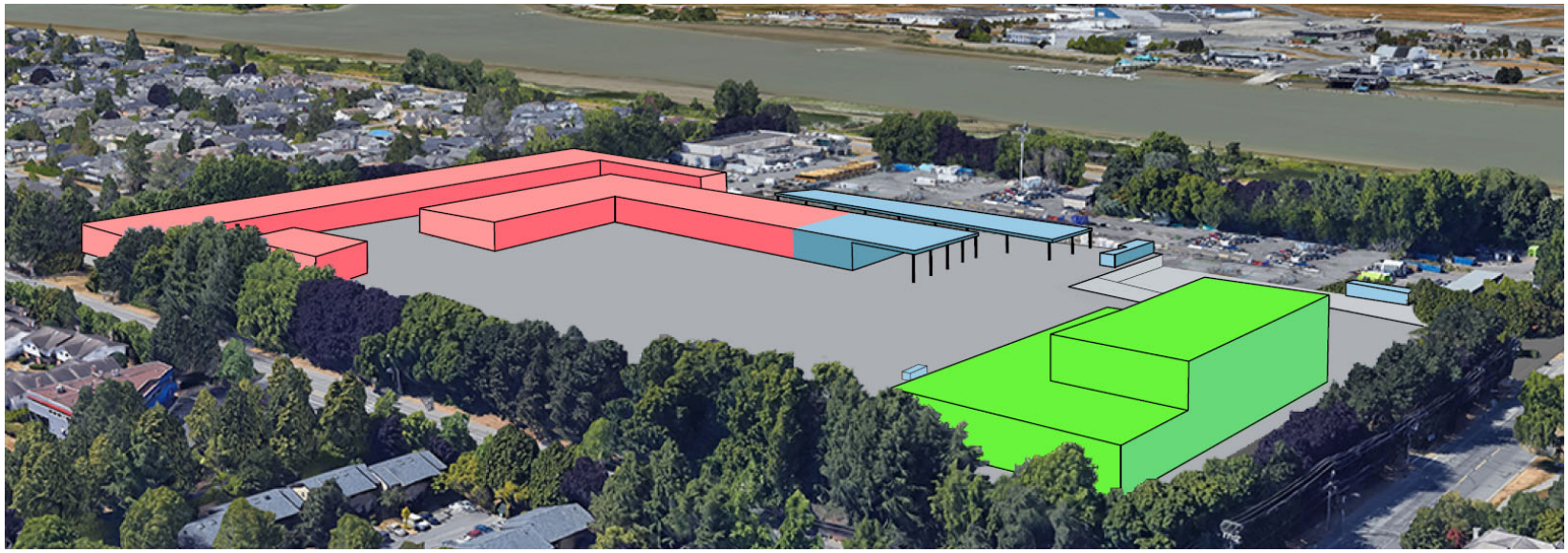
The Project concept design provides a conceptual visualization of the building's overall scale, form, and spatial organization within the site context. These early-stage models are critical in evaluating how the proposed development integrates with surrounding urban fabric, responds to site constraints, and aligns with zoning requirements.



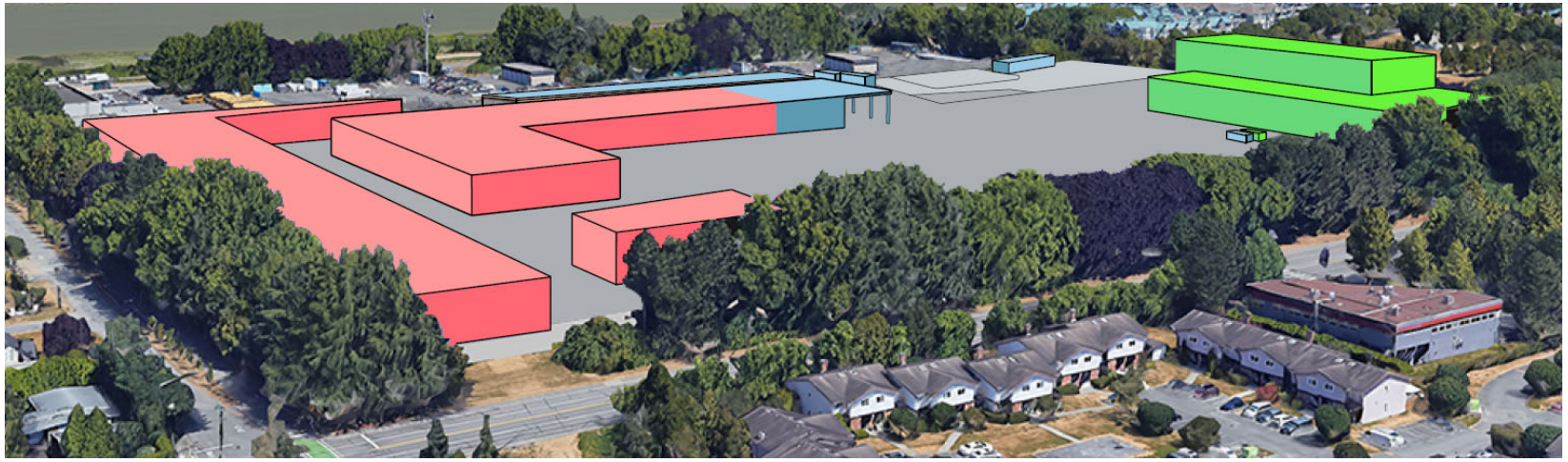
Aerial Concept Design



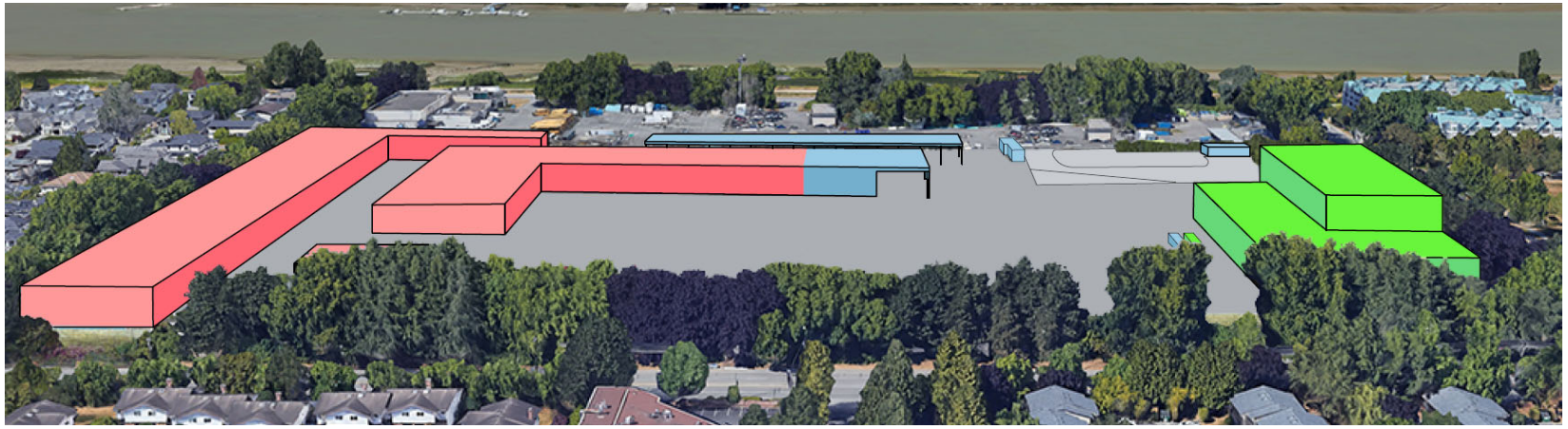
Concept Design View Looking Southwest



Concept Design View Looking Northwest



Concept Design View Looking Northeast



Concept Design View Looking North

Works Yard Replacement Project – Perspective Views

The accompanying perspective views illustrate the massing, (represented in yellow), from various vantage points, offering a realistic sense of proportion, and spatial relationships with adjacent buildings and public spaces. The perspectives highlight the benefit of the existing landscape and mature tree buffer that exists around the site, which largely obscures the proposed facility from various neighbouring viewpoints. These visualizations are an essential communication tool, supporting stakeholder engagement and informing design refinements as the Project progresses into more detailed phases.

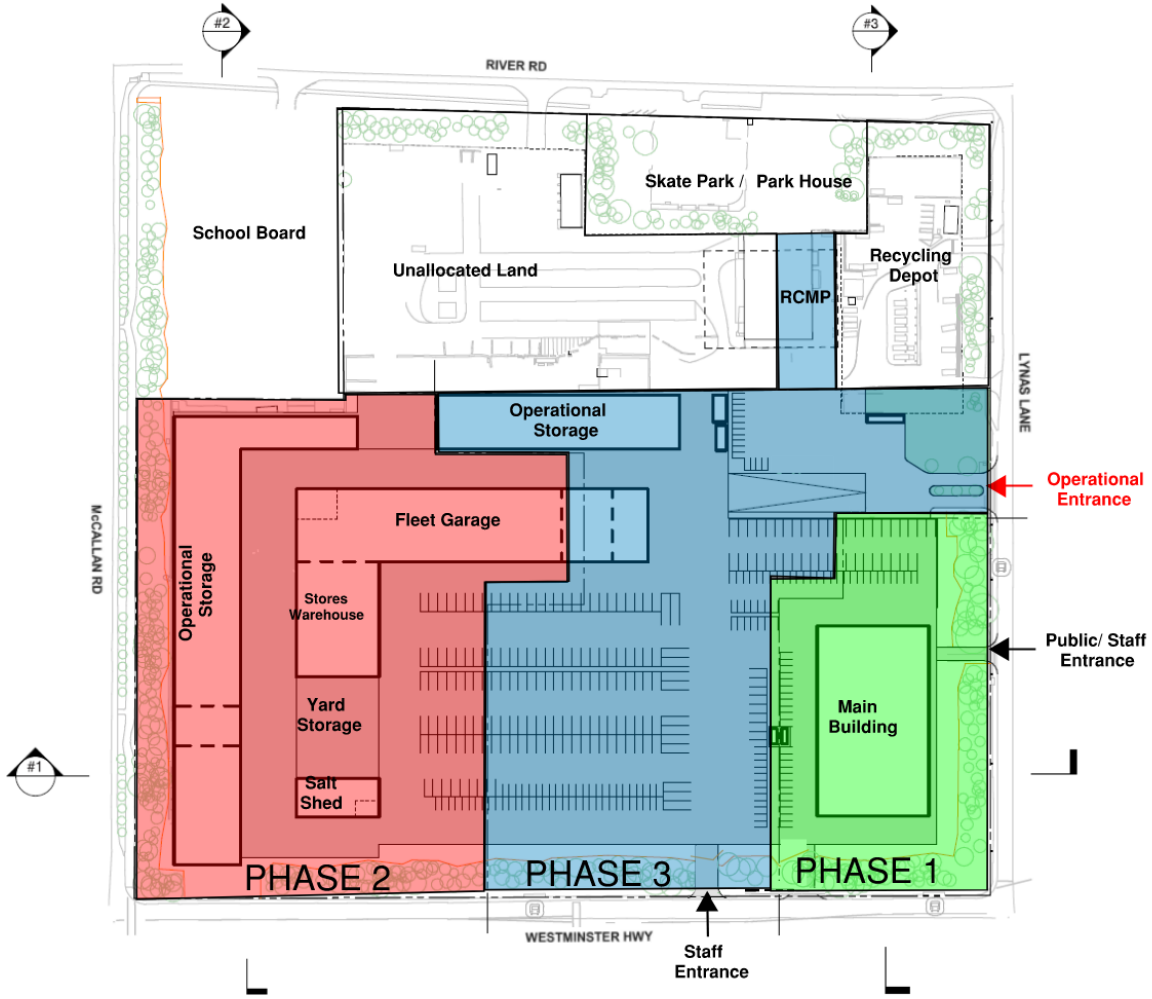


Perspective View from Westminster Highway and Lynas Lane

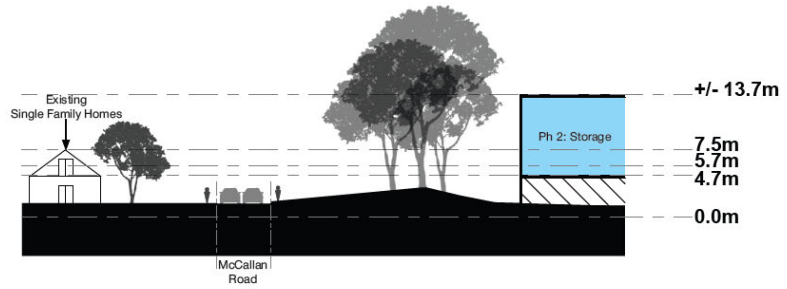


Perspective View from McCallan Road

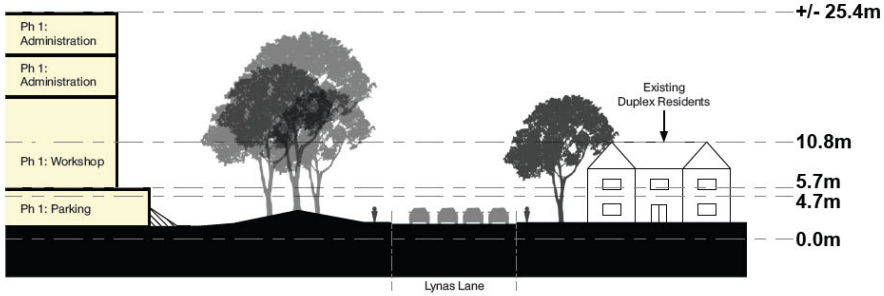
Site plan cross-sections illustrate vertical slices through the Project site, showing how the proposed development interacts with existing topography, infrastructure, and adjacent properties. Drawings help visualize grading, retaining walls, building heights, and landscape features, providing a clear understanding of the Project's impact on the surrounding context.



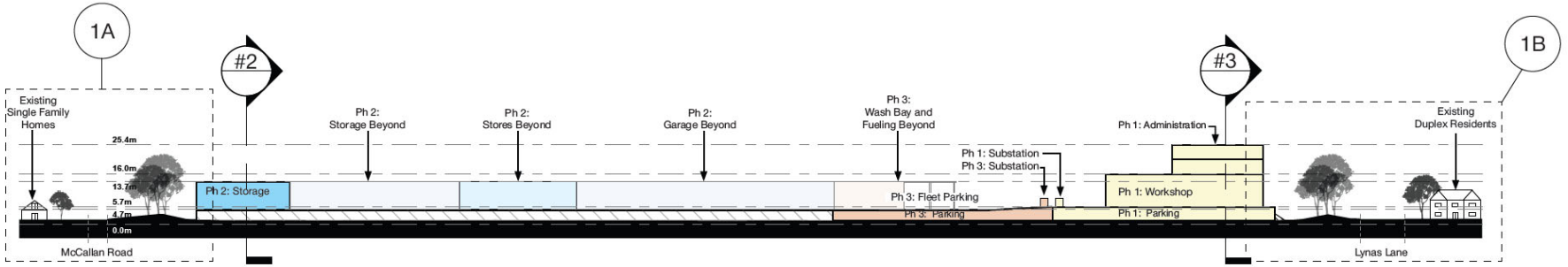
Phased Project Site Plan with Cross-section Cut Lines



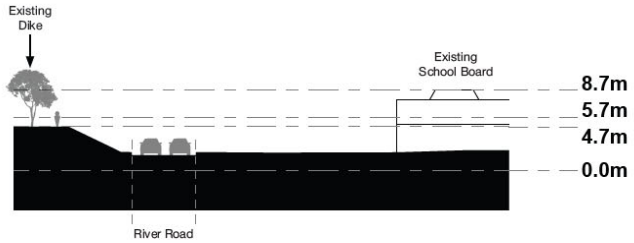
1A Section Through Ph2 & McCallan Road



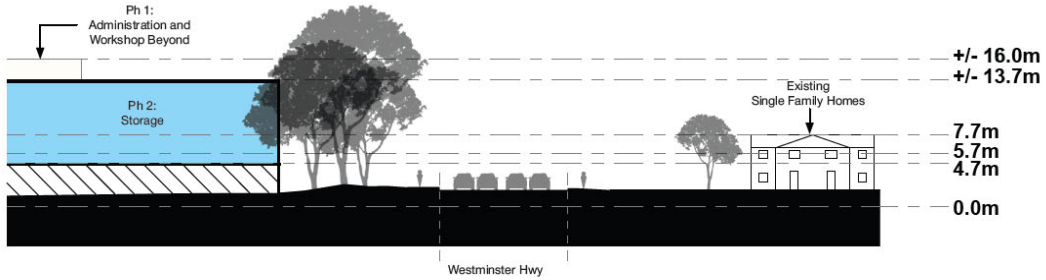
1B Section Through Ph1 & Lynas



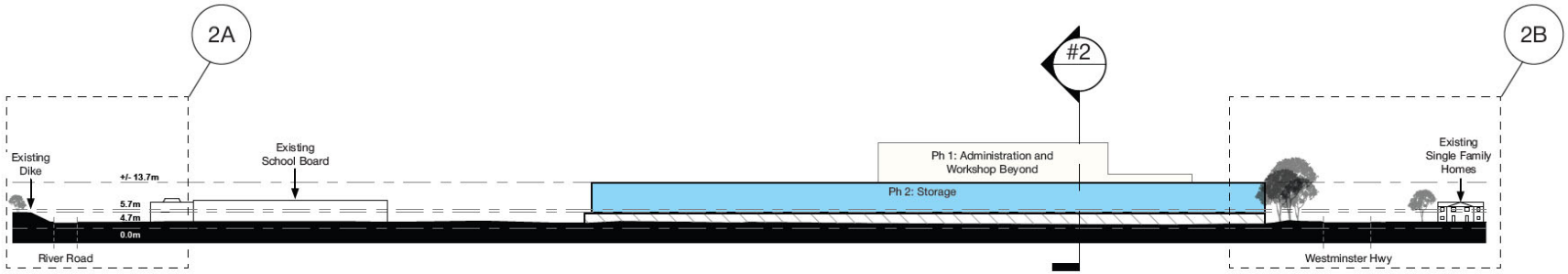
Site Section #1
South Site Section



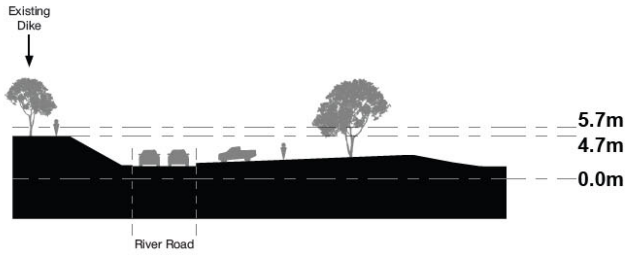
2A Section Through River Road



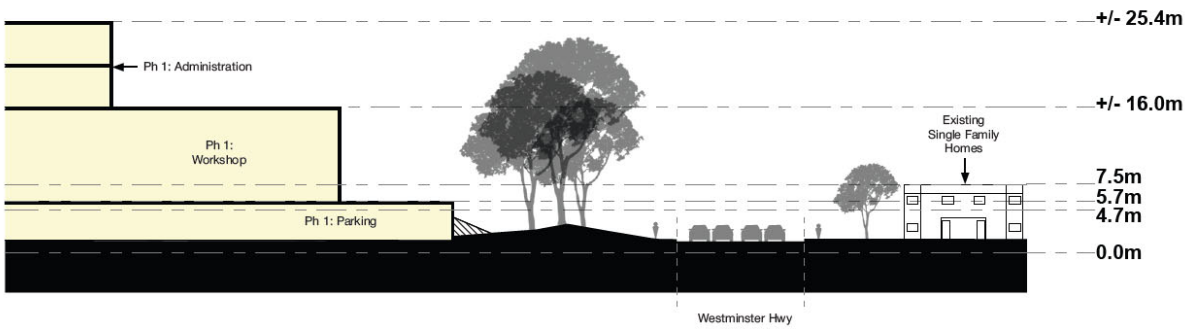
2B Section Through Ph2 & Westminster Hwy



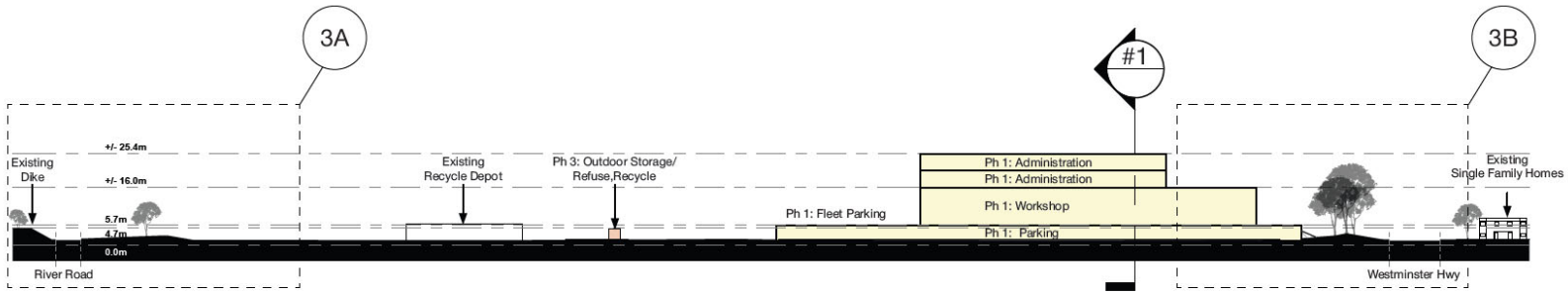
Site Section #2
West Site Section



3A Section Through River Road



3B Section Through Ph1 & Westminster Hwy



Site Section #3
East Site Section

City of Richmond

Bylaw 10674

Development Applications Fee Bylaw No. 8951 Amendment Bylaw 10674

The Council of the City of Richmond, in open meeting assembled, enacts as follows:

1. Development Applications Fee Bylaw No. 8951, as amended, is further amended to replace Section 1.4.2 with the following:

   "1.4.2 Every **applicant** for a **Development Permit** for a **coach house**, **granny flat**, or **Small-Scale Multi-Unit Housing** must pay the applicable fee specified in the Consolidated Fees Bylaw No. 8636.".

2. Development Applications Fee Bylaw No. 8951, as amended, is further amended by deleting section 1.7 and subsection 1.7.1 and replacing them with the following:

   "**1.7** ***Intentionally Deleted***".

3. Development Applications Bylaw No. 8951, as amended, is further amended by adding the following as a new Section 1.16.12:

   "1.16.12 Where the **City** retains external legal counsel in relation to an application that is subject to this bylaw, and the preparation and negotiation of the related legal documents, the **applicant** must pay the applicable fee specified in the Consolidated Fees Bylaw No. 8636.".

4. Development Applications Bylaw No. 8951, as amended, is further amended by adding the following definition to Section 2 in alphabetical order:

"SMALL-SCALE MULTI-UNIT HOUSING	means "small-scale multi-unit housing" as defined in the **Zoning Bylaw**.".

5. This Bylaw may be cited as **"Development Applications Fee Bylaw No. 8951, Amendment Bylaw 10674".**

FIRST READING	JUL 14 2025
PUBLIC HEARING	N/A
SECOND READING	JUL 14 2025
THIRD READING	JUL 14 2025
ADOPTED	

CITY OF RICHMOND
APPROVED by
APPROVED by Director or Solicitor

MAYOR

CORPORATE OFFICER

City of Richmond

Bylaw 10675

Consolidated Fees Bylaw No. 8636 Amendment Bylaw 10675

The Council of the City of Richmond, in open meeting assembled, enacts as follows:

1. Consolidated Fee Bylaw No. 8636 as amended, is further amended at the "SCHEDULE – DEVELOPMENT APPLICATIONS FEES" by:

   (a) at the Zoning Amendments No. 8951 table deleting the row for Section 1.2.1(b) and replacing it with the following:

Section 1.2.1 (b)	Zoning Bylaw Designation Amendment for Single Detached (RS) or Small-Scale Multi-Unit Housing (RSM)		
	No lot size policy applicable	$2,638.00	Not Applicable
	Requiring a new or amended lot size policy	$3,293.00	Not Applicable
	*plus all associated public notification costs		

   (b) at the Development Permits No. 8951 table deleting the row for Section 1.4.2 and replacing it with the following:

Section 1.4.2	Development Permit for Coach House, Granny Flat or Small-Scale Multi-Unit Housing	$1,268.00	Not Applicable

   (c) deleting the Land Use Contract Amendments No. 8951 title and deleting the rows for Section 1.7.1;

   (d) at the Administrative Fees No. 8951 table adding the following rows to the end of the table:

Section 1.16.12	City's external legal fees and disbursements	Actual cost	Not Applicable

2. Consolidated Fee Bylaw No. 8636 as amended, is further amended at the "SCHEDULE – BUILDING REGULATION" by:

(a) at the Building Regulation Bylaw No. 7230 – Plan Processing Fees – Section 5.4, by deleting the table and replacing it with the following:

Description	Fee
For one dwelling unit	$744.00
For two dwelling units	$744.00
For three dwelling units	$1,488.00
For four dwelling units	$1,488.00
For five dwelling units	$2,332.00
For six dwelling units	$2,332.00
For other than one through six dwelling units	*greater of:* *(a)* $83.75; *or* *(b) 50% to the nearest dollar of the estimated building permit fee specified in the applicable Building Permit Fees in Subsection 5.13.6 and other Building Types to a maximum of $10,000.00*
For a sewage holding tank	$176.00

Note: the dwelling unit count for the purpose of this fee includes secondary suites. For example, a one-family dwelling with a secondary suite is two dwelling units.

(b) at Building Regulation Bylaw No. 7230 – Building Permit Fees for all other Building Types – Sections 5.5, 5.9, 5.11, 5.14, 7.2, 11.1, 12.7, 12.9, 12.10, by deleting the paragraph starting with "Despite any other provision" and the table below it and replacing them with the following:

"Despite any other provision of the Building Regulation Bylaw No. 7230, the "construction value" of:

(a) one dwelling unit, two dwelling units, three dwelling units, four dwelling units, five dwelling units, or six dwelling units; and
(b) a garage, deck, porch, interior finishing or addition to one dwelling unit, two dwelling units, three dwelling units, four dwelling units, five dwelling units, or six dwelling units,

is assessed by total floor area and deemed to be the following:

Description	Construction Value – Single Family or One-Family Dwelling*	Construction Value – Other**	Units
(i) new construction of first storey	$1,419.00	$2,960.00	per m^2
(ii) new construction of second storey	$1,309.00	$2,960.00	per m^2
(iii) detached garage	$728.00	$1,099.00	per m^2
(iv) decks or porches	$601.00	$908.00	per m^2
(v) interior finishing on existing buildings	$673.00	$1,016.00	per m^2
(vi) additions	$1,419.00	$2,962.00	per m^2

**Note: this fee applies to any construction related to single family construction or a one-family dwelling including a secondary suite.*

***Note: This fee applies to any construction up to 6 dwelling units, but excludes a single family or one-family dwelling that includes a secondary suite. The dwelling unit count for the purpose of this fee includes secondary suites. For example, a duplex each with a secondary suite is four dwelling unit.".*

3. This Bylaw may be cited as **"Richmond Consolidated Fees Bylaw No 8636, Amendment Bylaw 10675".**

FIRST READING	JUL 14 2025
PUBLIC HEARING	N/A
SECOND READING	JUL 14 2025
THIRD READING	JUL 14 2025
ADOPTED	

CITY OF RICHMOND
APPROVED by
APPROVED by Director or Solicitor

MAYOR

CORPORATE OFFICER

City of Richmond

Bylaw 10685

Subdivision and Development Bylaw No. 8751, Amendment Bylaw No. 10685

The Council of the City of Richmond, in open meeting assembled, enacts as follows:

1. Subdivision and Development Bylaw No. 8751, as amended, is further amended at Section 1 by deleting the definition of "Security" and replacing it with the following:

"**SECURITY** means, in Canadian dollars only,:

(i) cash;

(ii) a clean, unconditional, irrevocable and automatically renewing letter of credit drawn on a charter bank or credit union having a branch in the City of Richmond, at which demand may be made on the letter of credit; or

(iii) on application of the **Developer** and at the sole discretion of the **General Manager, Engineering and Public Works**, an on-demand surety bond that is (A) without expiry date and which is in full force and effect until the conditions therein are satisfied, (B) provided by an insurer meeting the qualifications set by the City from time to time, and (C) in the City's standard form."

2. This Bylaw may be cited as **"Subdivision and Development Bylaw No. 8751, Amendment Bylaw No. 10685".**

FIRST READING	JUL 14 2025
SECOND READING	JUL 14 2025
THIRD READING	JUL 14 2025
ADOPTED	

CITY OF RICHMOND
APPROVED by
APPROVED by Director or Solicitor

MAYOR

CORPORATE OFFICE

City of Richmond

Bylaw 10687

Development Application Fees Bylaw No. 8951 Amendment Bylaw 10687

The Council of the City of Richmond, in open meeting assembled, enacts as follows:

1. Development Application Fees Bylaw No. 8951, as amended, is further amended at Section 1.16 ADMINISTRATION FEES, as follows:

   a) by inserting the following as new Section 1.16.11:

   "1.16.11 Where an **applicant** requests to use an **On-Demand/Irrevocable Surety Bond** as an alternative form of security to cash or a letter of credit in respect of an obligation where the use of such alternative security has been endorsed by **Council**, the applicable fee specific in the Consolidated Fees Bylaw No. 8636 must be paid. The City's acceptance of an **On-Demand/Irrevocable Surety Bond** as an alternative form of security is subject to the **applicant** and the **On-Demand/Irrevocable Surety Bond** meeting the **City's** applicable qualifications and conditions to be published by the **City** from time to time and which may vary based on the obligation which the **On-Demand/Irrevocable Surety Bond** secures. For the purpose of this section 1.16.11, an **applicant** includes any person paying development cost charges pursuant to section 1.4.2 of *Development Cost Charges Imposition Bylaw No. 9499.*"

2. Development Application Fees Bylaw No. 8951, as amended, is further amended at Section 2.1 by inserting the following new definition in alphabetical order:

"ON-DEMAND/IRREVOCABLE SURETY BOND	**means an on-demand surety bond (i) in** Canadian Dollars only, (ii) without expiry date and which is in full force and effect until the conditions therein are satisfied, (iii) provided by an insurer meeting the qualifications set by the City from time to time, and (iv) in the City's standard form."

3. This Bylaw may be cited as **"Development Application Fees Bylaw No. 8951, Amendment Bylaw 10687".**

FIRST READING	JUL 14 2025
SECOND READING	JUL 14 2025
THIRD READING	JUL 14 2025
ADOPTED	

CITY OF RICHMOND
APPROVED by
APPROVED by Director or Solicitor

MAYOR

CORPORATE OFFICER

City of Richmond

Bylaw 10688

Consolidated Fees Bylaw No. 8636 Amendment Bylaw 10688

The Council of the City of Richmond, in open meeting assembled, enacts as follows:

1. The Consolidated Fees Bylaw No. 8636, as amended, is further amended within the SCHEDULE – DEVELOPMENT APPLICATION FEES, as follows:

   a) Inserting the following at the end of the "Administration Fees No. 8951" table:

Section 1.16.11	On-Demand/Irrevocable Surety Bond, as alternative security	$750.00	Not Applicable

2. This Bylaw may be cited as **"Consolidated Fees Bylaw No. 8636, Amendment Bylaw 10688".**

FIRST READING	JUL 14 2025
SECOND READING	JUL 14 2025
THIRD READING	JUL 14 2025
ADOPTED	

CITY OF RICHMOND
APPROVED by
APPROVED by Director or Solicitor

MAYOR

CORPORATE OFFICER

City of Richmond

Minutes

Development Permit Panel
Wednesday, July 16, 2025

Time: 3:30 p.m.

Place: Remote (Zoom) Meeting

Present: Wayne Craig, General Manager, Planning and Development, Chair
Roeland Zwaag, General Manager, Engineering and Public Works
Marie Fenwick, Director, Arts, Culture and Heritage

The meeting was called to order at 3:30 p.m.

MINUTES

It was moved and seconded
That the minutes of the meeting of the Development Permit Panel held on June 25, 2025 be adopted.

CARRIED

1. DEVELOPMENT PERMIT 23-023854 (CANCELLATION REQUEST)
(REDMS No. 8096363)

APPLICANT: HNPA Architecture and Planning Inc.

PROPERTY LOCATION: 6071 Azure Road

INTENT OF APPLICATION:

To cancel Development Permit DP 23-023854 and release the notice of the Development Permit DP 23-023854 from Title of the subject property.

Applicant's Comments

Jun Nan, HNPA Planning and Design Inc., provided background information on the applicant's request to cancel Development Permit DP 23-023854 issued by Council, noting that (i) the owner no longer wishes to proceed with the approved development at this time due to concerns regarding the project's financing, phasing and potential revenues given the current economic and rental market conditions, (ii) the owner intends to submit a new DP application this year and is currently making changes to the project design including increasing the number of proposed rental units to increase revenues and splitting the project into two phases to meet project financing conditions, and (iii) the owner is also requesting that the landscape security currently being held by the city associated with the approved DP be released should the DP be cancelled in order to cover the cost of redesigning the project and maintain the needed cash flow.

Staff Comments

Joshua Reis, Director, Development noted that (i) the cancellation of the approved Development Permit would enable the applicant to make changes to the project design and permit the release of approximately $1.3 million in landscape security being held by the City, (ii) the existing zoning of the subject site would not be impacted by the proposed cancellation of the approved Development Permit, and (iii) all legal agreements secured through the rezoning would remain in effect and would not be affected should the approved Development Permit be cancelled.

Panel Discussion

In reply to a query from the Panel, the applicant clarified that they are requesting only the return of approximately $1.3 million in landscape security and does not include the securities secured through the rezoning of the subject site should the subject Development Permit be cancelled.

Correspondence

None.

Gallery Comments

None.

Panel Discussion

The Panel expressed support for the applicant's request to cancel the approved Development Permit, noting the applicant's commitment to pursue the project subject to the ongoing redesign of the original project. In addition, the Panel encouraged the applicant to submit their new Development Permit application as soon as possible.

Panel Decision

It was moved and seconded
That the request to cancel Development Permit DP 23-023854 be granted and notice of the Development Permit DP 23-023854 be released from Title of the subject property.

CARRIED

2. DEVELOPMENT PERMIT 24-049965
(REDMS No. 8034338)

APPLICANT: Ponda Development Ltd.

PROPERTY LOCATION: 5120 and 5140 Williams Road

INTENT OF PERMIT:

Permit the construction of four front-to-back duplexes at 5120 and 5140 Williams Road (one on each new lot after subdivision), on lots zoned "Two-Unit Dwellings (ZD9) – Williams Road (Steveston)".

Applicant's Comments

Mathew Cheng, Matthew Cheng Architect Inc., with the aid of a visual presentation (attached to and forming part of these minutes as Schedule 1), provided background information on the proposed development, highlighting the following:

- the subject site consists of two lots which are proposed to be subdivided into four new lots, with each new lot after subdivision containing a two-storey duplex with one unit at the front and one unit at the back for a total of eight units;
- each unit will be provided with a garage with two resident parking spaces (one regular and one small-sized) in a side-by-side configuration;
- each pair of duplexes is accessed by a shared drive aisle in the middle and one visitor parking space is to be shared between the two duplexes;
- the development includes two convertible units with potential to be renovated for future installation of a stair lift;
- all units will incorporate aging-in-place features;
- air source heat pumps are proposed for heating and cooling of units and acoustic fencing or noise barriers will be installed to mitigate noise impacts;
- the project has been designed to achieve BC Energy Step Code Level 3 with Zero Carbon Emission Level 4;
- the architectural form and character of the proposed development is compatible with the surrounding residential neighbourhood; and

- window openings of duplex buildings are minimized along the side yard elevations to avoid potential overlook into adjacent single-family homes.

Yiwen Ruan, PMG Landscape Architects, briefed the Panel on the main landscape features of the project, noting that (i) 18 replacement trees are proposed to be planted on-site which are in excess of the required number of replacement trees for the on-site trees identified for removal, (ii) each unit will be planted with two to three trees and provided with a large open lawn area, (iii) canopy trees and low hedging and fencing are proposed along the Williams Road frontage, (iv) appropriate landscaping along the south property line is proposed in order to minimize the impact to existing trees, (v) permeable paving treatment is proposed for the visitor parking stalls, (vi) native, drought-tolerant and low-maintenance species are proposed to be planted on the subject site, (vii) irrigation will be provided for the maintenance of landscaped areas, (viii) bollard lighting is proposed along the key pedestrian pathways and at the entrance, and (ix) minimal grading is proposed for all outdoor areas on the site to enhance their usability.

Staff Comments

Mr. Reis noted that (i) a Servicing Agreement for frontage improvements and utility servicing connections is required as a condition of subdivision for the proposed development, (ii) there are 18 new trees consisting of a mix of deciduous and coniferous trees proposed to be planted on the site, (iii) all landscaped areas of the site are proposed to be irrigated through the use of an automatic irrigation system, and (iv) the convertible units have the potential to be renovated for future installation of a stair lift.

Panel Discussion

In reply to queries from the Panel, the applicant noted that (i) the proposed lighting for the site includes building mounted downward-focused lighting including along the west side of Building A and east side of Building D to avoid light spillover onto adjacent units and existing neighbouring properties, (ii) the project civil engineer will design the on-site drainage system and the interface between the permeable and non-permeable areas on the shared drive aisle at the Building Permit stage to ensure pedestrian safety and avoid flooding in the site, (iii) adequate manoeuvring space is provided for the shared visitor parking space, (iv) the project will retain an acoustic consultant to determine noise mitigation measures for the heat pumps if deemed necessary to comply with the City's Noise Regulation Bylaw, and (v) there is sufficient space available for the potential installation of additional noise mitigation measures for the heat pumps in addition to fencing.

Correspondence

None.

Gallery Comments

None.

Panel Discussion

A comment was made regarding the potential to introduce more colours to the duplex buildings and in response, the applicant noted that the proposed colour palette is consistent with the proposed modern style of the duplex buildings and reflects the current market demand.

Panel Decision

It was moved and seconded
That a Development Permit be issued which would permit the construction of four front-to-back duplexes at 5120 and 5140 Williams Road (one on each new lot after subdivision), on lots zoned "Two-Unit Dwellings (ZD9) – Williams Road (Steveston)".

CARRIED

3. DEVELOPMENT VARIANCE PERMIT 25-015419
(REDMS No. 8096439)

APPLICANT: Stephen Easterbrook

PROPERTY LOCATION: 17720 River Road

INTENT OF PERMIT:

Vary the provisions of Richmond Zoning Bylaw 8500 to increase the maximum cumulative lot coverage for agricultural buildings with an impermeable surface floor sunk into, at or below the natural grade of the site from 750 m^2 to 3,875 m^2 to permit the construction of a poultry barn on a site zoned "Agriculture (AG1)".

Applicant's Comments

Stephen Easterbrook, of Easterbrook Farms Ltd., with the aid of a visual presentation (attached to and forming part of these minutes as Schedule 2), provided background information on the subject development variance permit application, highlighting the following:

- the subject Development Variance Permit application will allow a larger area of concrete construction for agricultural buildings on the subject property and permit the construction of a new organic egg layer barn that would accommodate more organic layer hens and meet current and future demand for the owner's organic egg brand;

- the owner's existing poultry barn is located on land leased from Port Metro Vancouver (on the adjacent property to east of the subject site) with the lease expiring in September 2027 and no certainty of lease extension;
- the existing poultry barn is not able to accommodate the required number of layer hens to meet the owner's current quota for production of and market demand for organic eggs, has aging structure and equipment reaching end of useful life, is not energy efficient and environment friendly, and is not able to provide a conducive environment for the layer hens during summer and winter; and
- the proposed new barn is energy efficient and environment-friendly, enhances food safety and security and local food availability in the community, provides supply of organic fertilizer, provides education support to students, and creates employment opportunities.

Staff Comments

Mr. Reis noted that (i) the applicant has agreed to register a legal agreement on Title to prohibit the use of the building for medical or non-medical cannabis production, (ii) the application has been reviewed and was supported by the City's Food Security and Agricultural Advisory Committee (FSAAC), (iii) the proposed farm building does not interfere with or prohibit any of the commitments that have been made by the applicant in relation to other applications applicable to the subject property, and (iv) the location of the road providing access to the rear of the building is subject to a Notice of Intent with the Agricultural Land Commission (ALC) and subject to their approval and is outside of the scope of the proposed variance being requested.

Panel Discussion

In reply to queries from the Panel, the applicant noted that (i) the new ventilation system that will be installed for the proposed farm building will improve the building's air quality, (ii) a generator will be installed in the proposed farm building to provide an alternate power source in the event of BC Hydro power outages, and (iii) prior to undertaking the Environmentally Sensitive Area (ESA) compensation planting associated with the applicant's prior application for the single-family building on the subject site, the applicant will need to address the potential encroachment of invasive species into the ESA compensation planting area.

Correspondence

None.

Gallery Comments

None.

Panel Discussion

The Panel expressed support for the application, noting the applicant's informative presentation and commitment to enrich agriculture in the City.

Panel Decision

It was moved and seconded
That a Development Variance Permit be issued which would vary the provisions of Richmond Zoning Bylaw 8500 to increase the maximum cumulative lot coverage for agricultural buildings with an impermeable surface floor sunk into, at or below the natural grade of the site from 750 m^2 to 3,875 m^2 to permit the construction of a poultry barn on a site zoned "Agriculture (AG1)".

CARRIED

4. New Business

None.

5. Date of Next Meeting: July 30, 2025

ADJOURNMENT

It was moved and seconded
That the meeting adjourn (4:27 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Development Permit Panel of the Council of the City of Richmond held on Wednesday, July 16, 2025.

Wayne Craig
Chair

Rustico Agawin
Committee Clerk

4 - ARTERIAL RD. DUPLEXES

5120, 5140 WILLIAMS RD.

Owner	Alta West Development Group Ltd. (Patrick Zheng)
Architect	Matthew Cheng Architect Inc. (Matthew Cheng)
Landscape Architect	PMG Landscape Architects Ltd. (Yiwen Ruan)



Subdivide & Rezone 2 lots into 4 duplex lots

5120, 5140 Williams Rd.

Context

- Site — On Williams Rd.
  East of Railway Ave.
- North of Williams — Single-family dwellings
  A couple old duplexes
- South of Williams — Single-family dwellings
- Rear of properties — Single-family dwellings



Context

North of Williams Rd. (opposite site)









Context South of Williams Rd.



East of site - Single Family



East of site - Single Family



West of site – Single Family



West of site – Single family

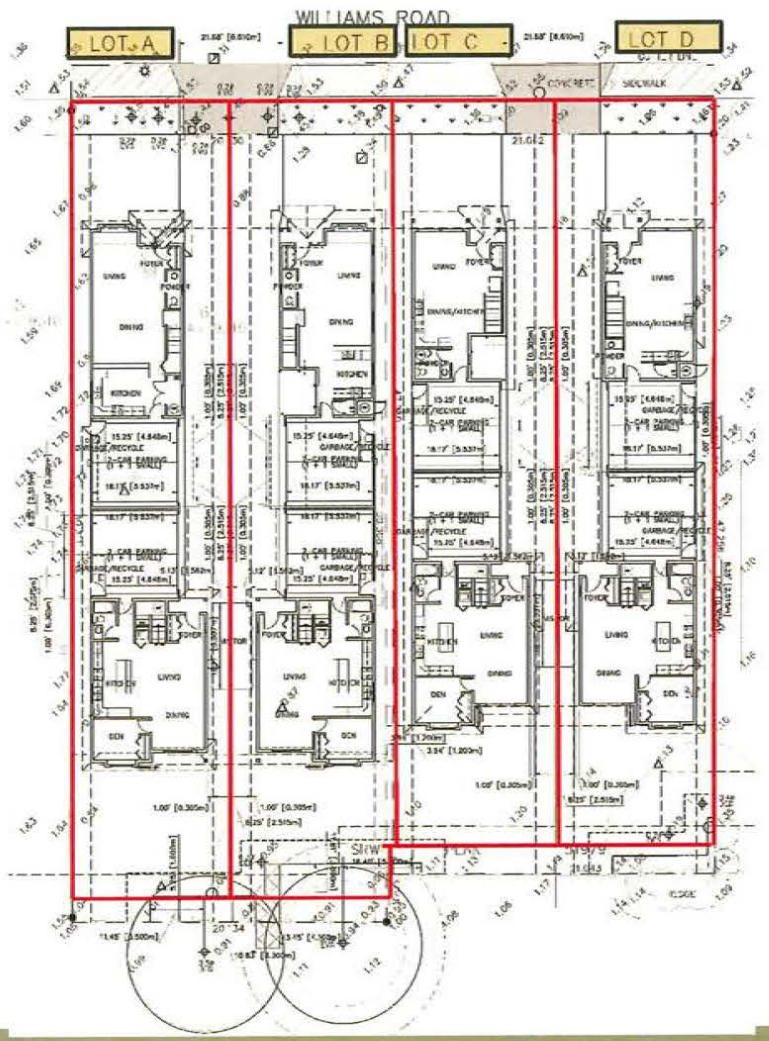
Rezoning

OCP	Arterial Road Duplex / Triplex
Rezoning	RSM/L to RDA (Arterial Road Two-Unit Dwellings)
Subdivision	2 lots into 4 lots



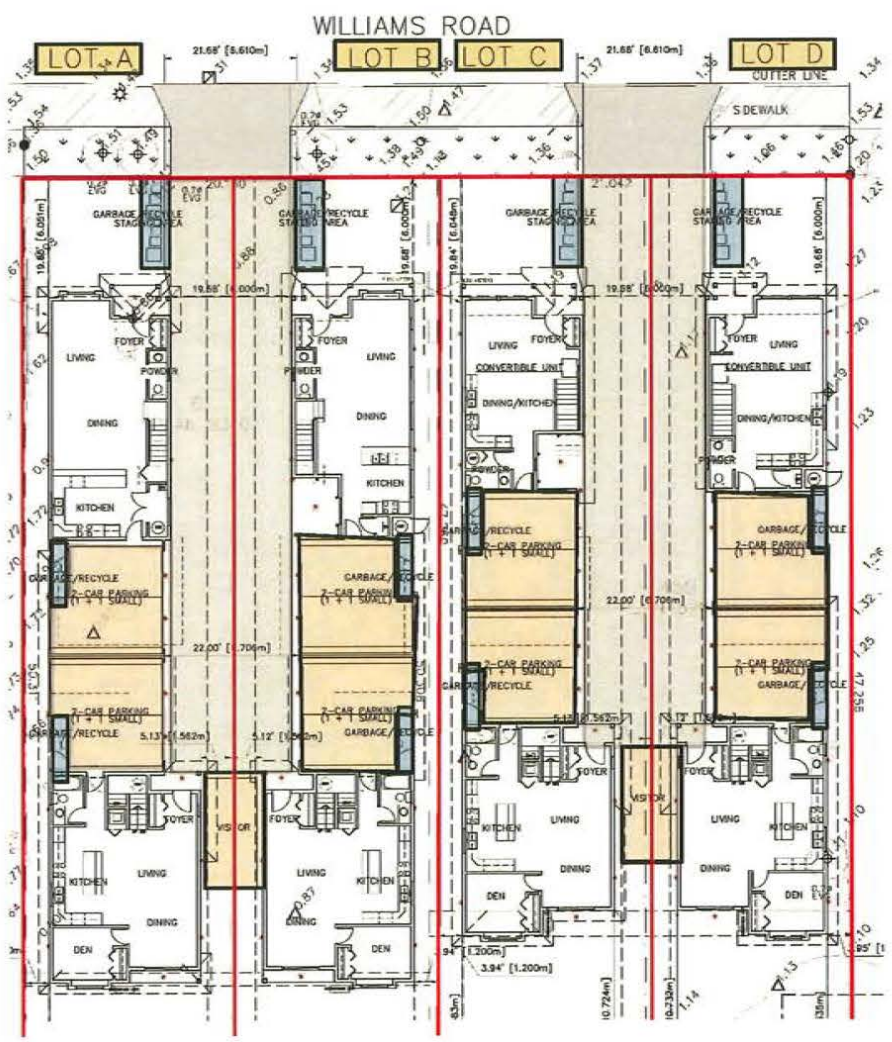
Site Plan

Original Site Area	1012 + 993 = 2005 sm.	
Subdivided lot area (Min. 464.5 sm.)	Lot A	517.87 sm.
	Lot B	516.47 sm.
	Lot C	486.46 sm.
	Lot D	486.44 sm.
Subdivided lot width (Min. 10.29 sm.)	Lot A	10.30 sm.
	Lot B	10.30 sm.
	Lot C	10.30 sm.
	Lot D	10.30 sm.
No of units	8 units	
FAR (lesser of 0.6 or 334.5 sm.) (Each unit min. 125.4 sm. & max. 183.9 sm.)	Lot A	0.6 (310.72 sm.)
	Lot B	0.6 (310.22 sm.)
	Lot C	0.6 (291.74 sm.)
	Lot D	0.6 (291.74 sm.)



Parking

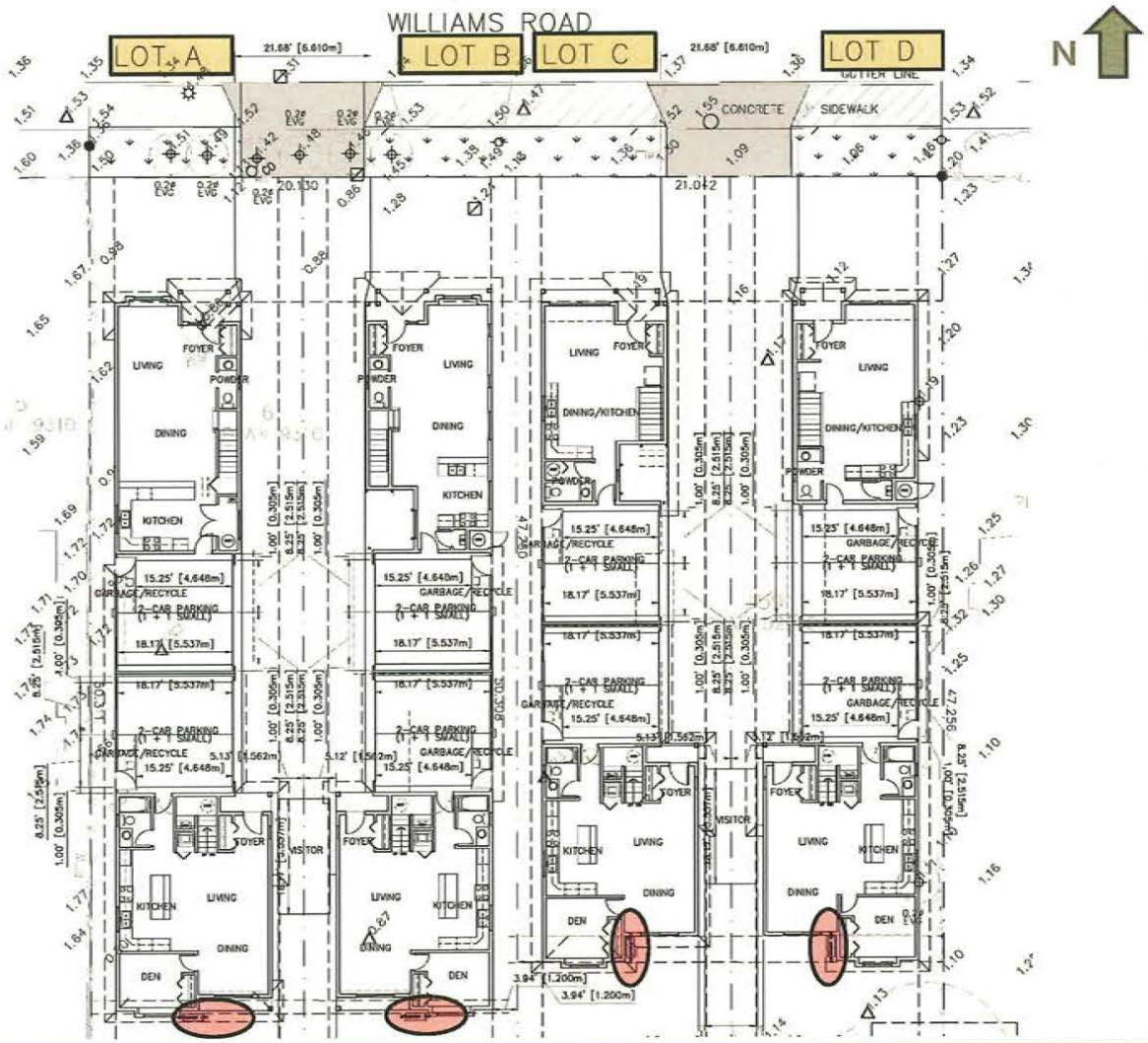
Lot A + Lot B	Access Easement
Lot A	2 regular + 2 small
Lot B	2 regular + 2 small
Visitor	1 (Shared between Lot A & B)
Lot C + Lot D	Access Easement
Lot C	2 regular + 2 small
Lot D	2 regular + 2 small
Visitor	1 (Shared between Lot C & D)
Garbage & Recycle	
Storage	Inside garage
Staging area	At driveway entrance



CNCL – 347

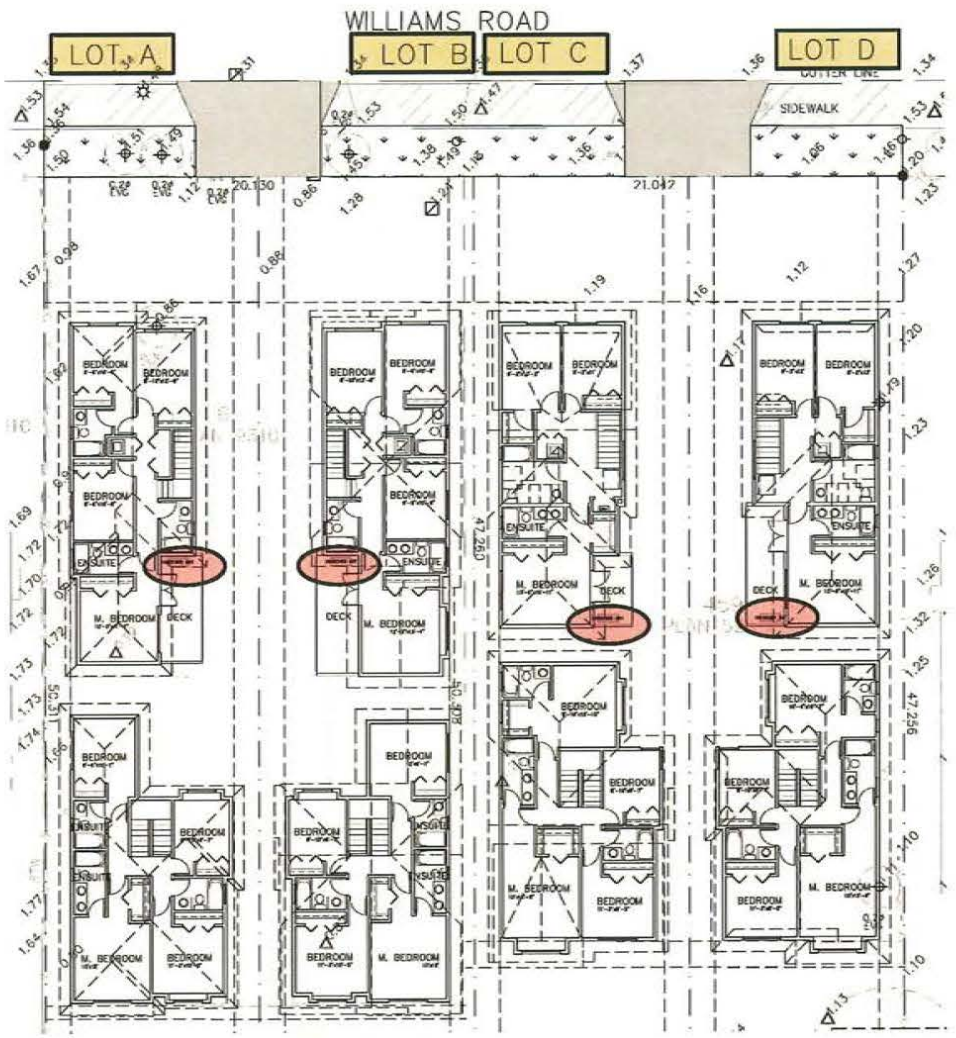
G/F Plan

Lot A	Front unit	L + D + Kit
	Rear unit	L + D + Kit + Den Condenser
Lot B	Front unit	L + D + Kit
	Rear unit	L + D + Kit + Den Condenser
Lot C	Front unit	L + D + Kit
	Rear unit	L + D + Kit + Den Condenser
Lot D	Front unit	L + D + Kit
	Rear unit	L + D + Kit + Den Condenser



2/F Plan

Lot A	Front unit	4 bed + 3 bath Condenser
	Rear unit	4 bed + 3 bath
Lot B	Front unit	4 bed + 3 bath Condenser
	Rear unit	4 bed + 3 bath
Lot C	Front unit	3 bed + 2 bath Condenser
	Rear unit	4 bed + 3 bath
Lot D	Front unit	3 bed + 2 bath Condenser
	Rear unit	4 bed + 3 bath



Convertible Units

- **Chairlift to second floor**
- **4m (13'-2") wide accessible parking space provided**

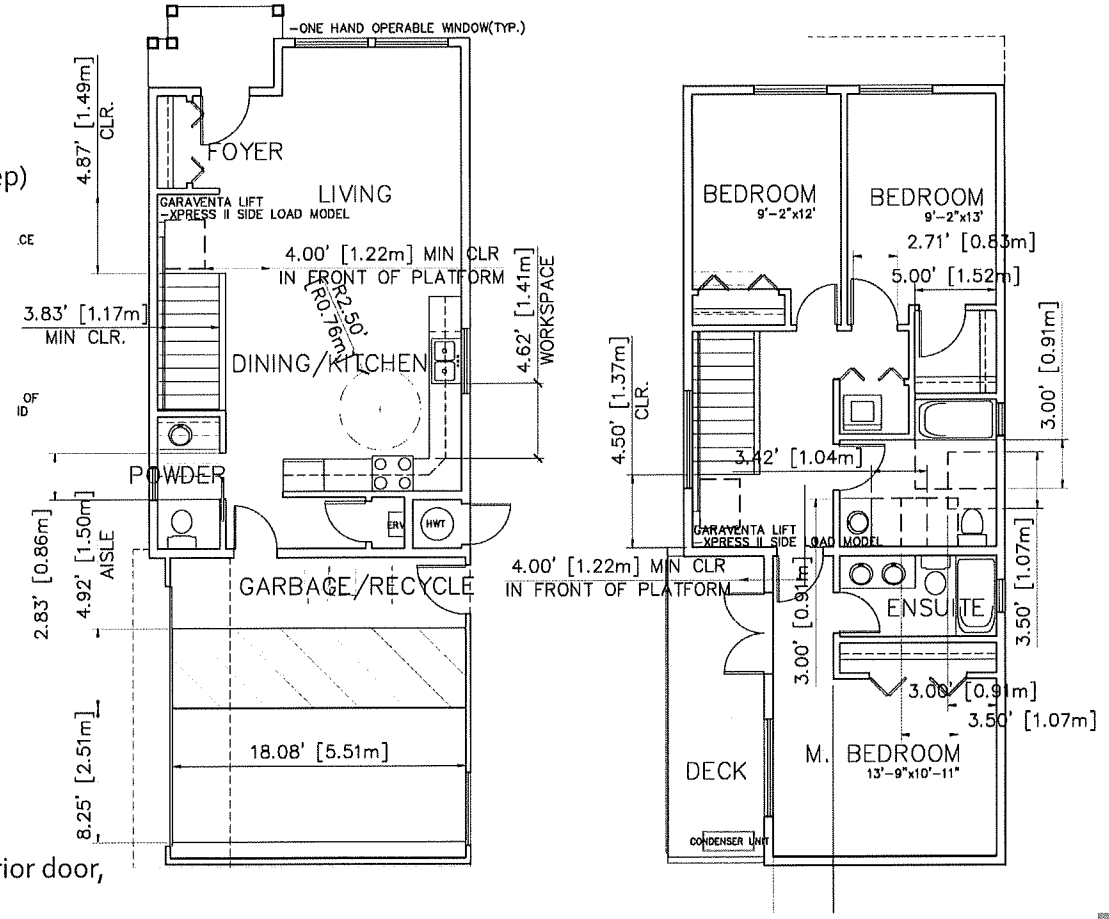
- Entry door (2'-10" clear) (Rough in for future door opener) (No Step)
- Interior doors (2'-8" clear) (1 bed & 1 bath)
- Hallway (3'-0")

WC
- Toilet at side & in front (3'-4")
- Blocking for future grab bars (Toilet, Tub, Shower)
- Lever - style plumbing fixtures
- Cabinets easily removed
- Bath and shower controls accessible

Kitchen
- Plumbing & gas pipes clear of under counter space
- Cabinets easily removed
- 5' turning diameter
- Level-type handles

Windows
- Opened with 1 hand (Min. 1)

Outlets and switches
- Outlets beside window, bottom of stair, beside toilet, above exterior door, in front of kitchen counter
- Within proximity of control center for smart home option
- Upgrades to four-plex outlets in master bed, home office, garage & rec rm



CNCL - 350

Aging in place

- Stairwell handrails
- Lever-style plumbing faucets & door handles
- Blocking in washroom walls for grab bars

Wayfinding

- All units to be visible and in contrasting colors.
- Site address visible from street & in contrasting colors.

CPTED

(Crime Prevention Through Environmental Design)

Visual surveillance

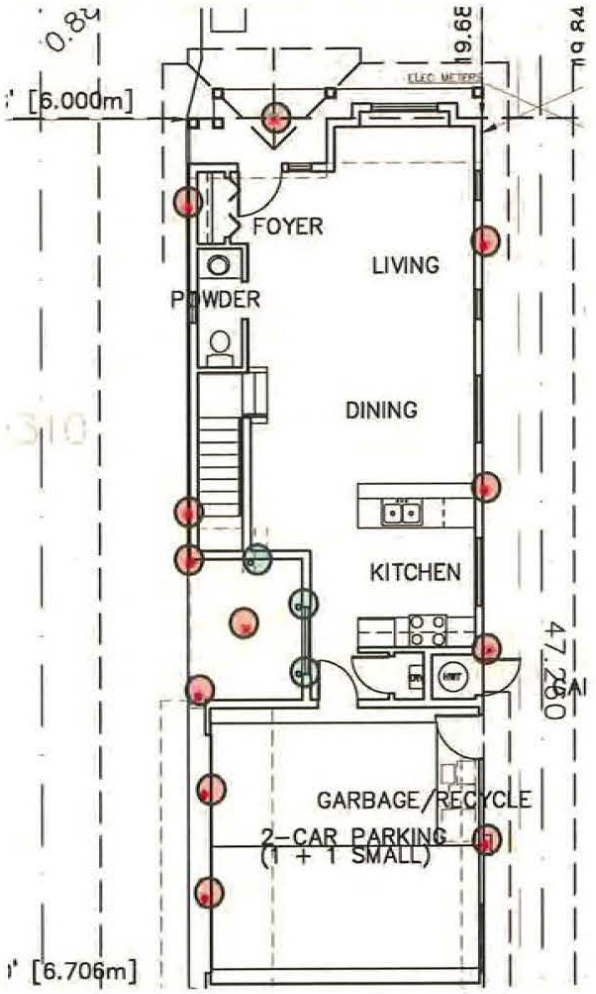
- Windows adjacent to front and rear yard, shared driveway / courtyard

Exterior lights

- Ceiling lights in entry porches / turning niches
- Wall lights along shared driveway / courtyard & exterior walls
- Bollard lights at turning niches

LEGEND:
- WALL MOUNTED LIGHTING
- IN SOFFIT LIGHTING
- ON BOLLARD LIGHTING
- ELECTRICAL PANEL
- CONCRETE BOLLARD

Sample Unit
Lot B front unit



Sustainability

- **Energy Step Code 3 + Zero Carbon EL (Emission Level) 4**
- **Certified Energy Advisor**
  Step 5 Solutions
- **Primary Heating**
  Air source heat pump for heating and cooling
- **Secondary Heating**
  In floor radiant heating with electric boiler
- **Cooling**
  Air source heat pump for heating and cooling
- **Ventilation**
  HRV — 45 CFM (cubic feet / minutes)
- **Domestic Hot water**
  Electric storage tank
- **Airtightness**
  ACH @50 Pa — 2.5 or less
  (Air exchange per hour)
- **Windows**
  Double glazed
  Low-E Argon
  U value — 1.40 or lower
  SHGC — 0.40 or higher
  (solar heat gain coefficient)
- **Doors**
  Fiberglass polystyrene core doors
- **Insulation**
  Walls (2X6 @ 16") — R-24
  Roof (Truss @ 24") — R-50
  Rim Joists — 5" medium density spray foam
  Floor over unheated space — R-31
  Slab — R-12 (3" EPS)

Sustainability

Water Conservation

- Dual flush toilets
- Drought tolerant plants

Energy Conservation

- Energy star appliances
- LED lighting
- Programmable thermostats
- Motion sensing light in power rm & master ensuite
- Low E glass windows

All Residential parking space

- 240 – 280V Outlets
- Support Level 2 charging (Min. 12 KWH within 8 hour)

Building materials

- Renewable materials – wood
- Local building materials
- Durable building materials

Waste Reduction

- 3 stream waste bins for construction
- Compost bins in kitchen
- Garbage and recycle bins in garage

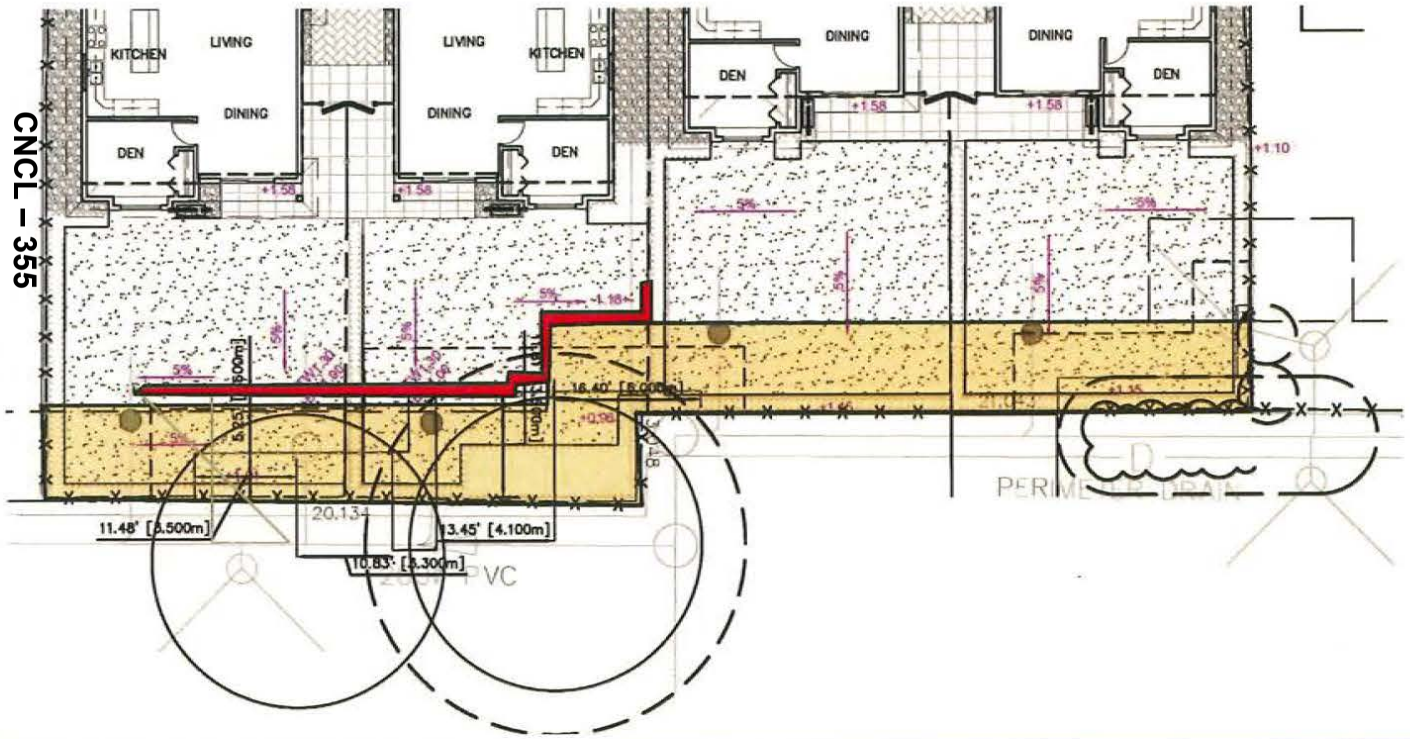
Health and Air quality

- Retain and plant perimeter trees
- LOC paints, adhesives and floorings

Grading

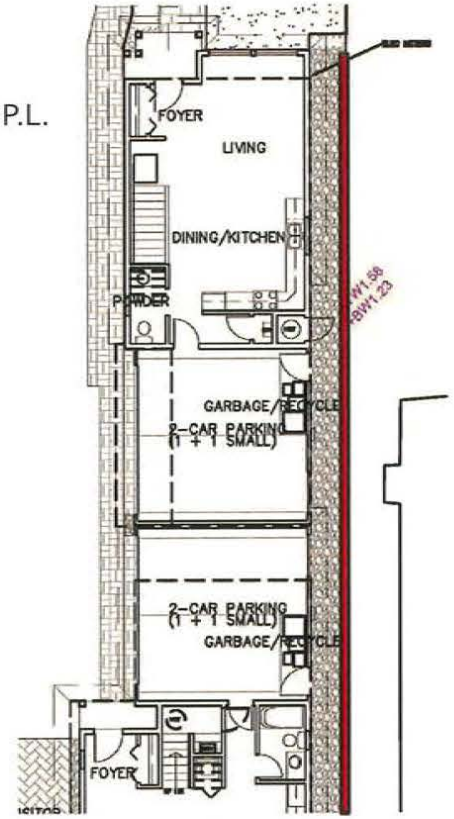
South P.L.

- No change of grade at ROW
- Rear yard slope down 5%
- 0.3 m retaining wall at ROW



East P.L.

- 0.35m retaining wall at P.L.



CNCL – 355

Streetscape along Williams Rd.

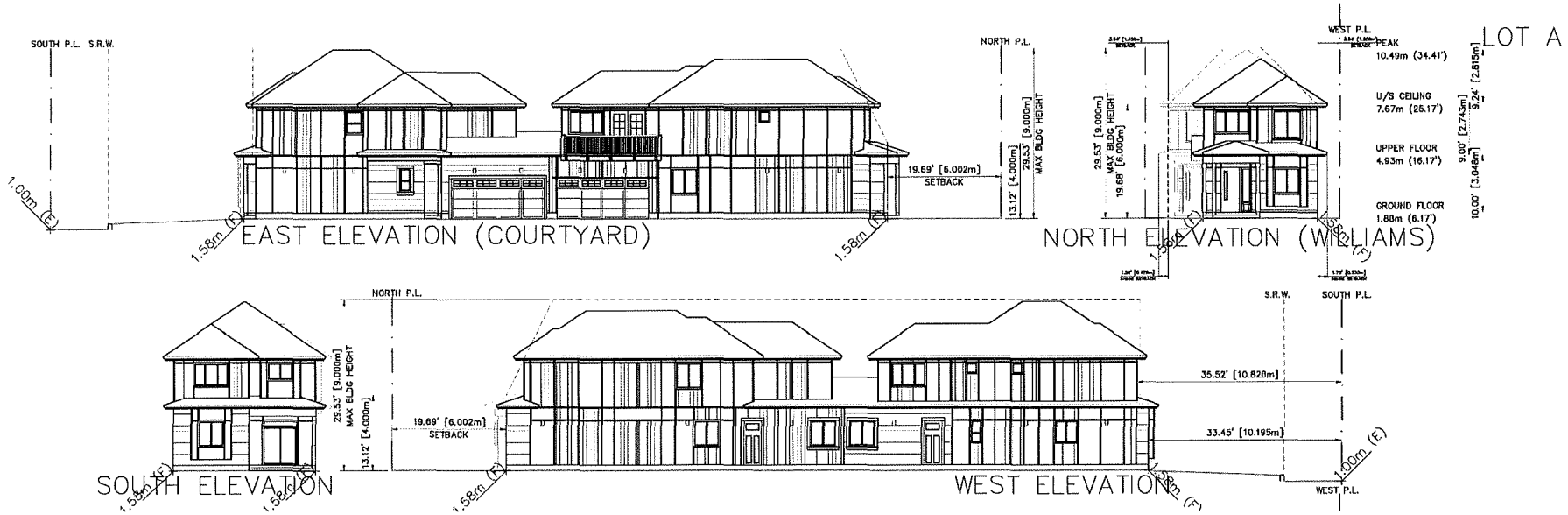


Rear Yard Elevations



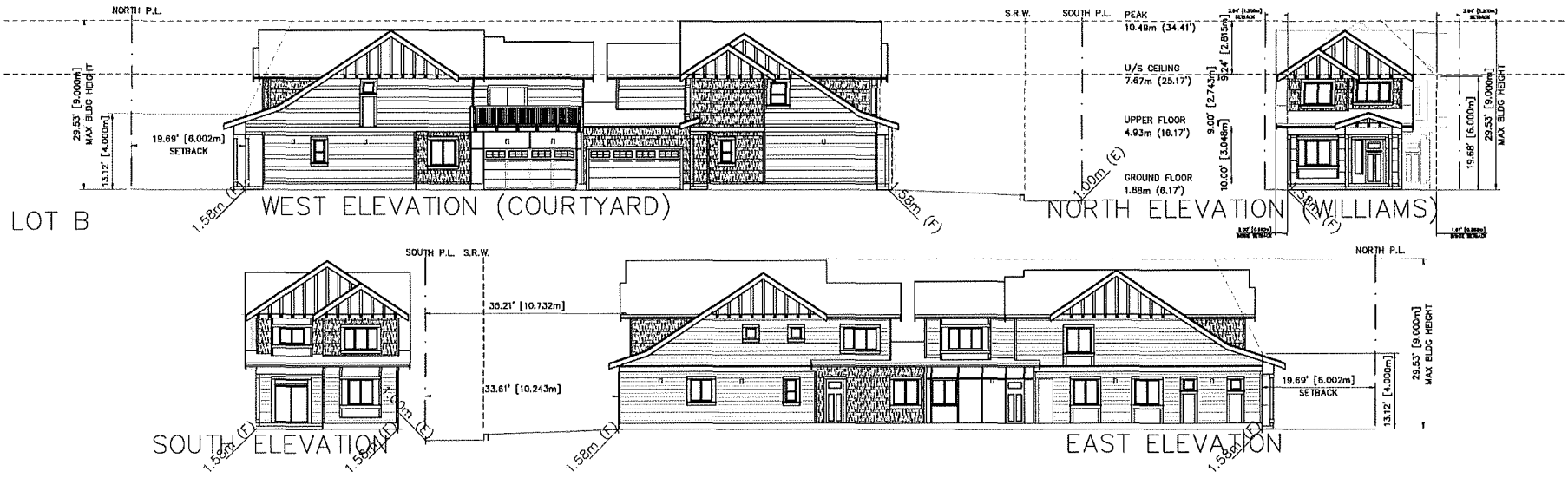
REAR YARD ELEVATIONS

Lot -A Elevations



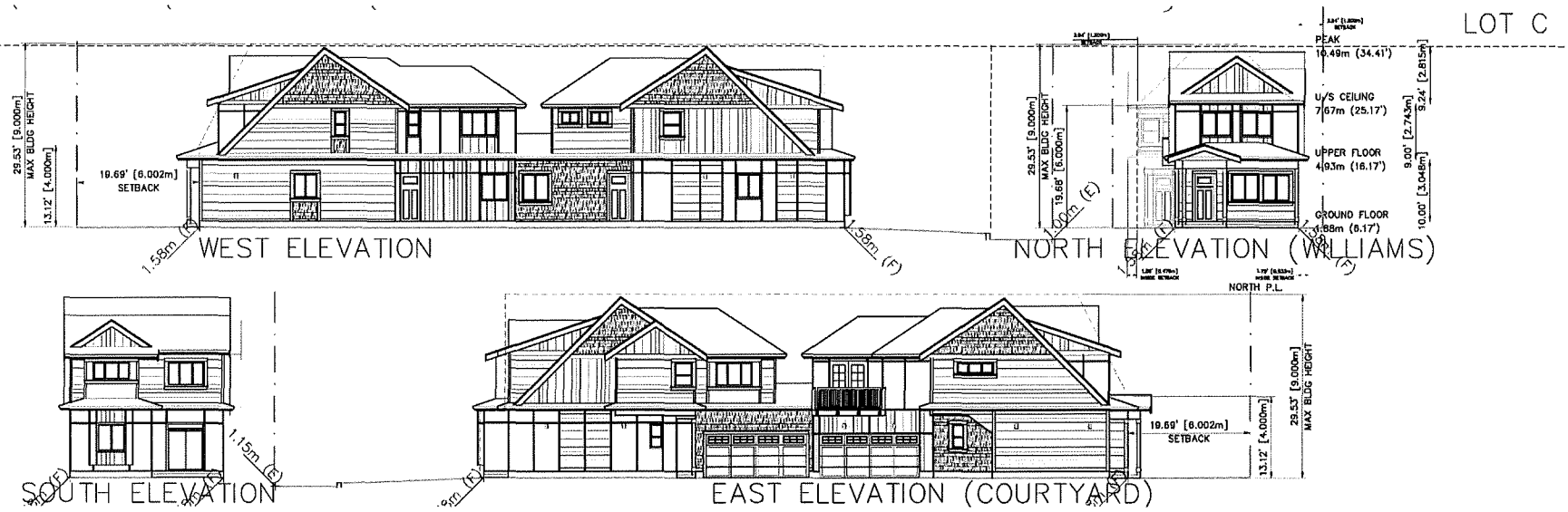
CNCL – 358

Lot -B Elevations



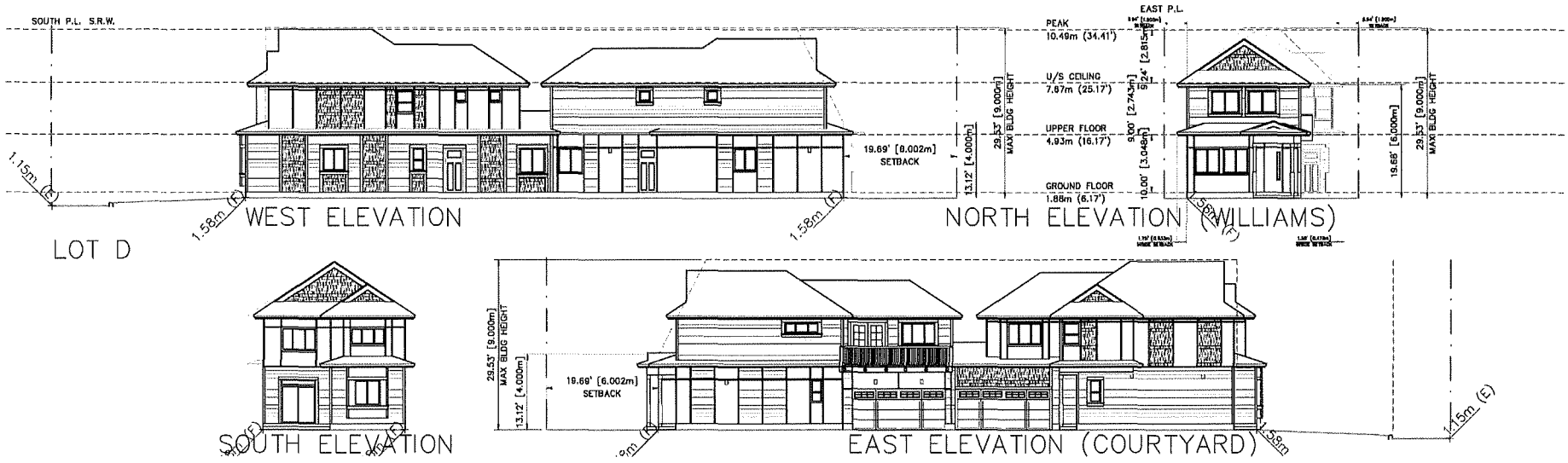
CNCL – 359

Lot -C Elevations



CNCL – 360

Lot -D Elevations



CNCL – 361

Form & Character



Along Williams Rd

Form & Character



Williams Rd from NW

Form & Character



Williams Rd. from NE

Form & Character



Rear Yard from SE

Form & Character



Rear Yard from SW

Form & Character



Lots A & B Courtyard

Form & Character



Lots C & D Courtyard

Exterior colors and materials – Front units.



MAIN BUILDING

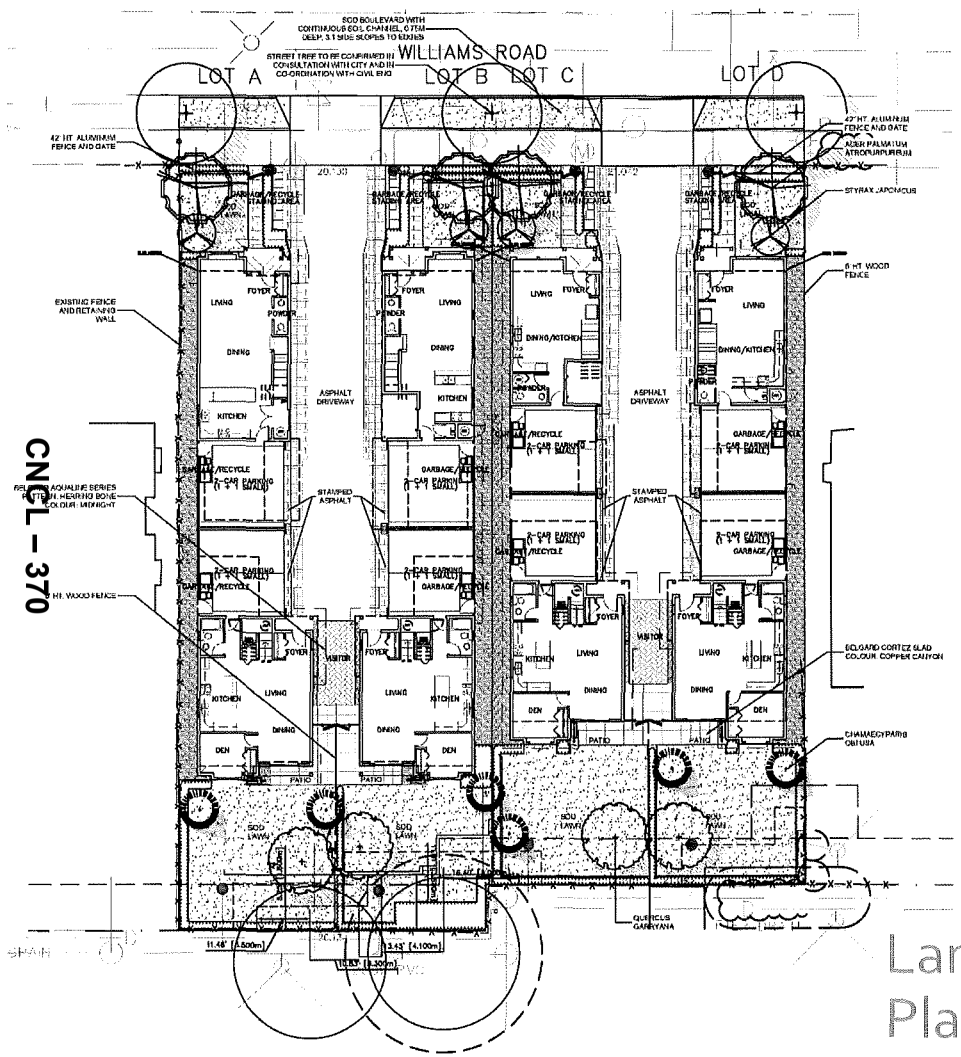
LOT D		LOT C		LOT B		LOT A	
1	HARDIE SHINGLESIDE (AGED PEWTER)	4	VERTICAL LAPSIDING (PEARL GRAY)	6	HARDIE PANEL (CEDARMILL) (COBBLE STONE)	5	HARDIE PANEL (SMOOTH FACE) (IRON GRAY)
2	HORIZONTAL LAPSIDING (ARCTIC WHITE)	5	HARDIE PANEL (SMOOTH FACE) (IRON GRAY)	1	HARDIE SHINGLESIDE (AGED PEWTER)	4	VERTICAL LAPSIDING (PEARL GRAY)
3	T&G HORIZONTAL SIDING (GRAY SLATE)	2	HORIZONTAL LAPSIDING (ARCTIC WHITE)	2	HORIZONTAL LAPSIDING (ARCTIC WHITE)	7	T&G HORIZONTAL SIDING (LIGHT MIST)

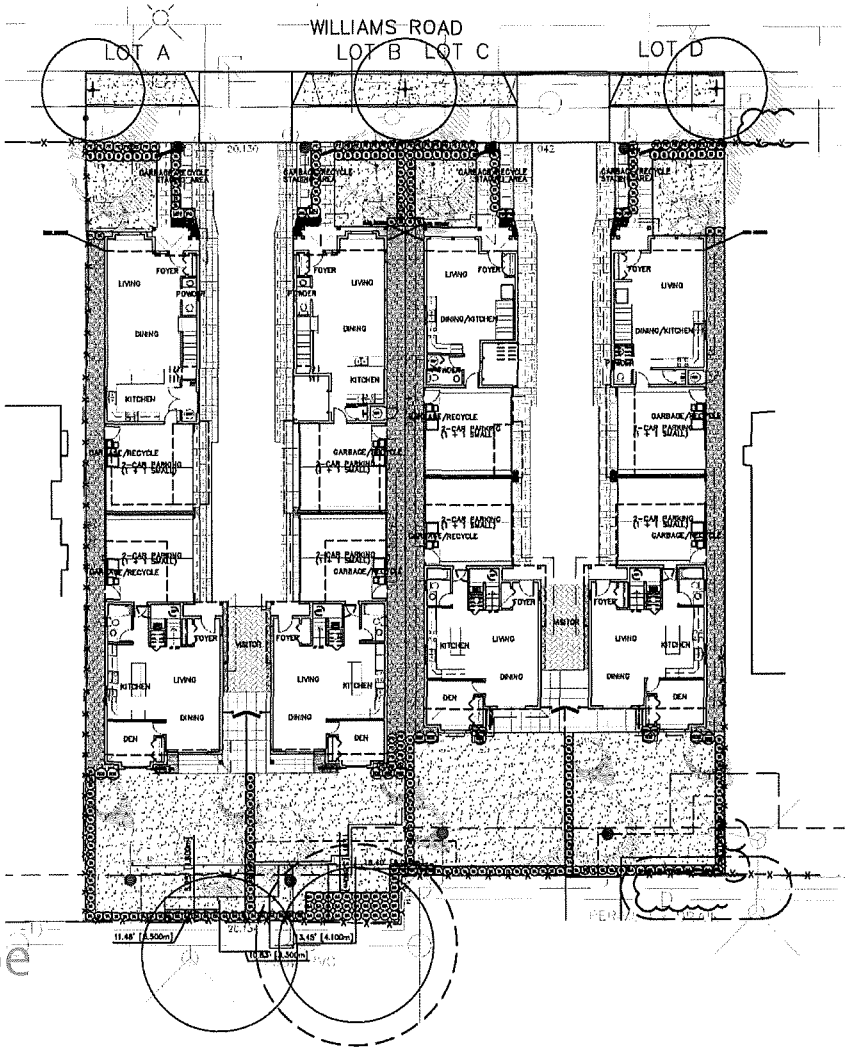
4" WOOD TRIM (CONTRASTING TO CLADDING)

2" REVEAL (SAME AS PANEL)

CNCL - 369

CNCL – 370





Landscape Plan 1

CNCL – 371

FENCING LEGEND

	6' WOOD FENCE
	42" HT. ALUMINUM FENCE

MATERIAL LEGEND

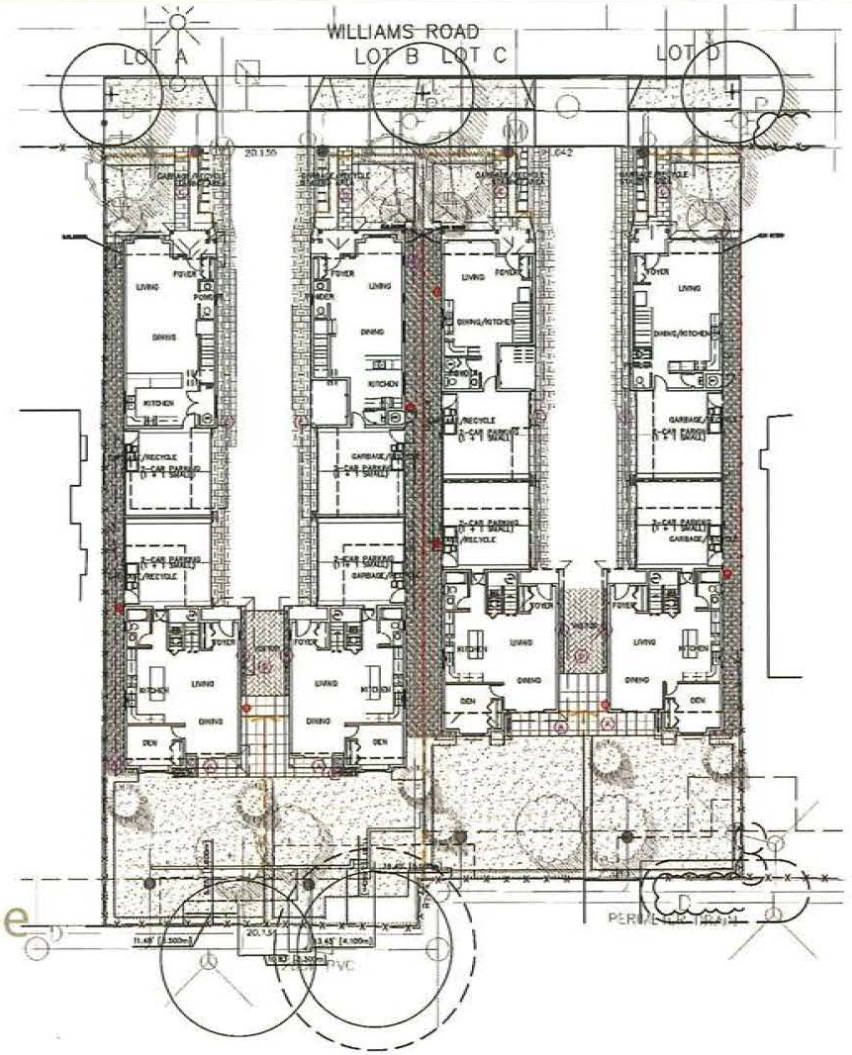
A		BELGARD CORTEZ SLAB COLOUR: COPPER CANYON
B		GRAVEL
C		BELGARD AQUALINE SERIES PATTERN: RUNNING BOUND COLOUR: NATURAL
D		BELGARD AQUALINE SERIES PATTERN: HERRINGBONE COLOUR: MIDNIGHT
E		STAMPED ASPHALT

LIGHT LEGEND

	BOLLARD LIGHT, LIGMAN; LBX BOLLARD; MATT SILVER DARK SKY CERTIFIED

NOTE: LIGHTING SPEC/LOCATION PER ELECTRICAL DWG.



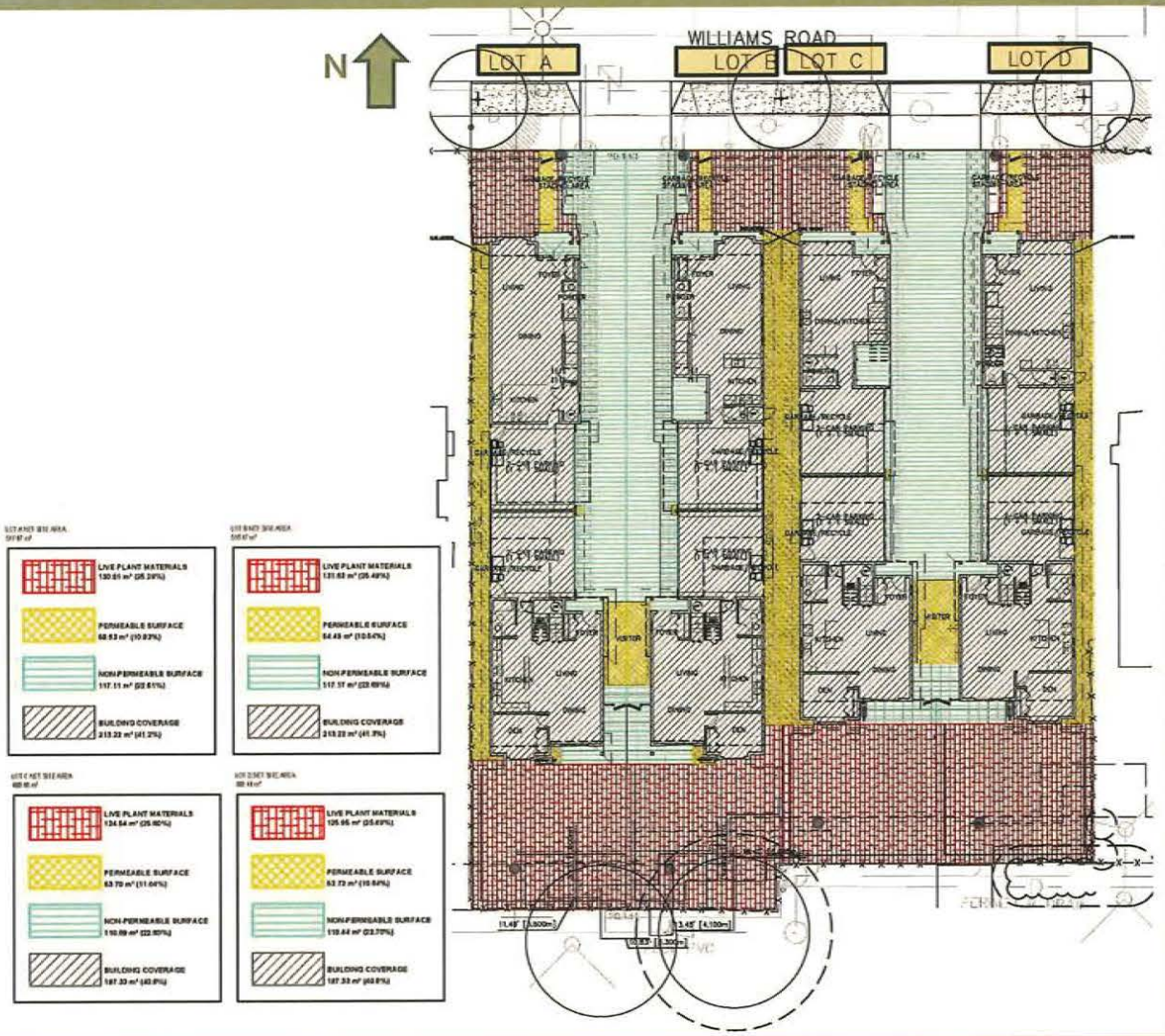


Landscape Plan 2

Landscape Plan 3
Lot Coverage

All lots

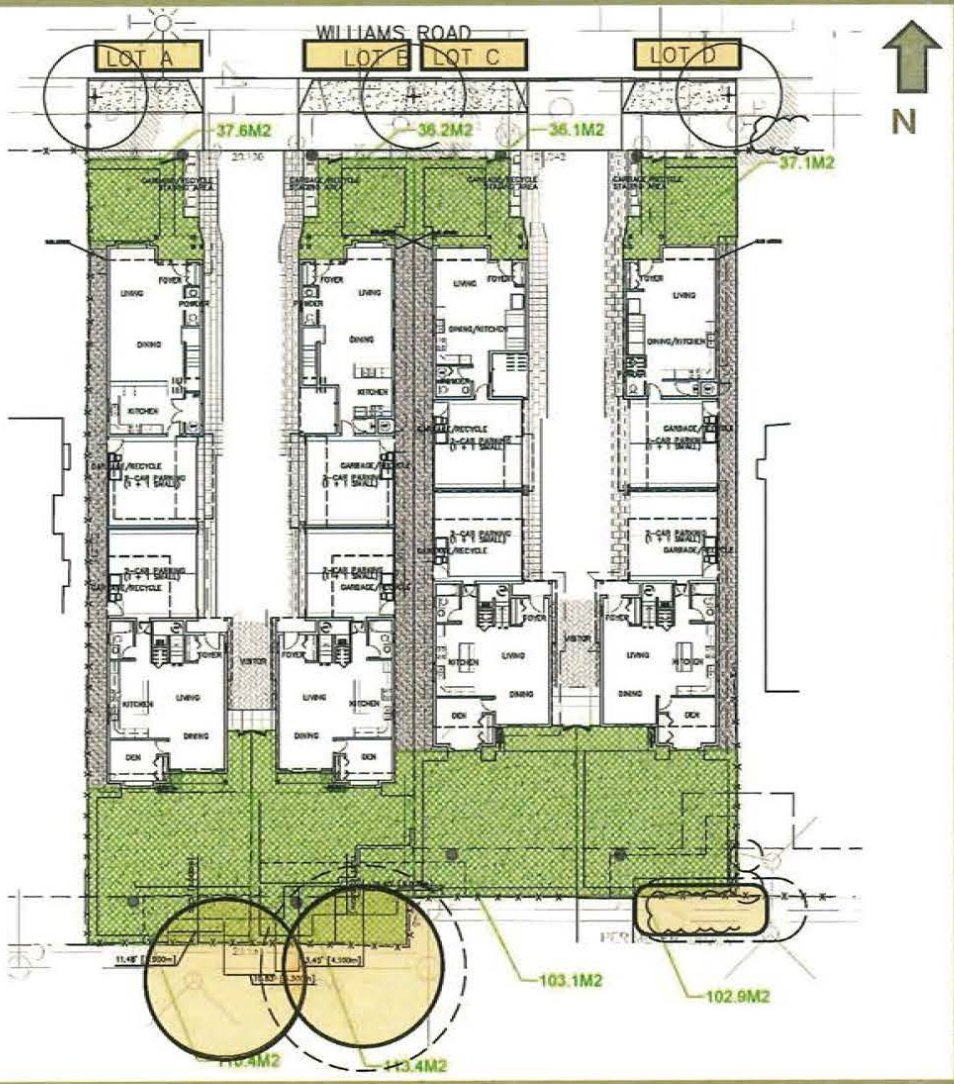
Coverage	< 45%
Bldg. + non-porous	< 70%
Live Plant	> 25%



Landscape Plan 4
Private Outdoor spaces

All lots

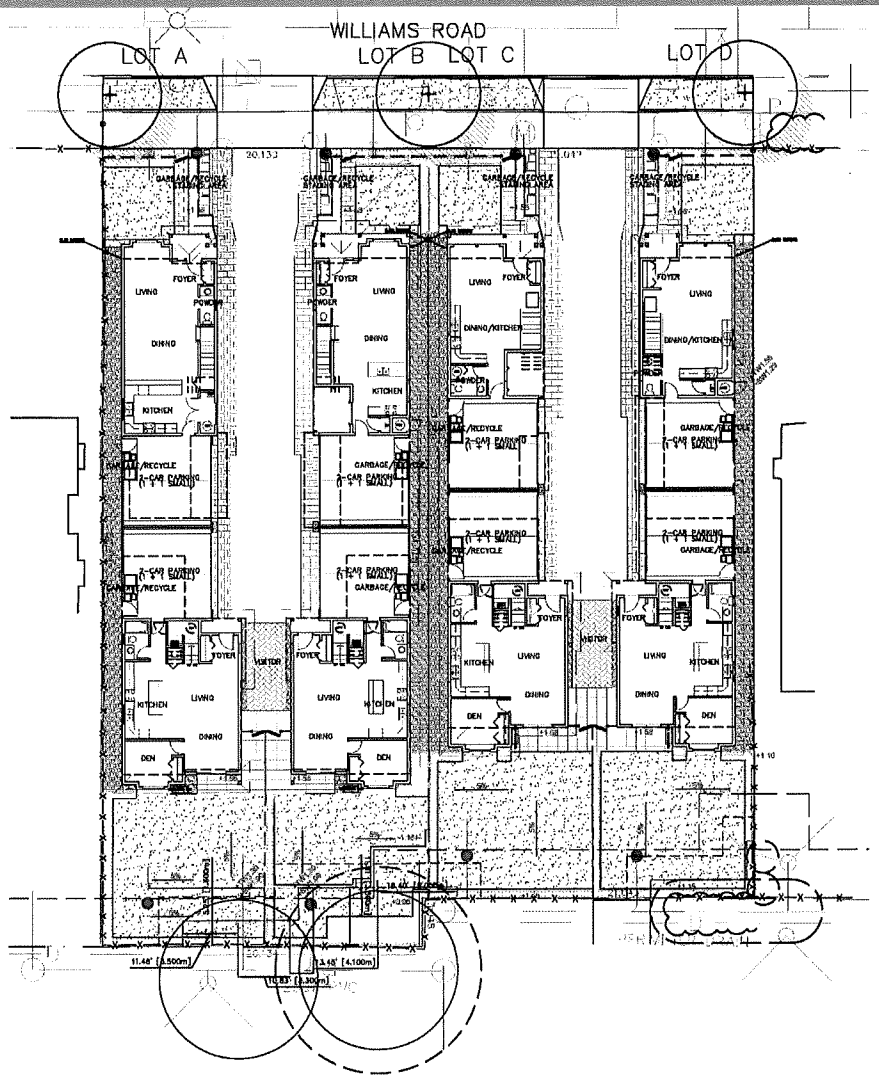
Front units	> 30 sm.
Rear units	> 100 sm.



PRIVATE OUTDOOR SPACE

CNCL – 373

Landscape Plan 5





THANK YOU

Development Permit Application

Schedule 2 to the Minutes of the Development Permit Panel meeting held on Wednesday, July 16, 2025



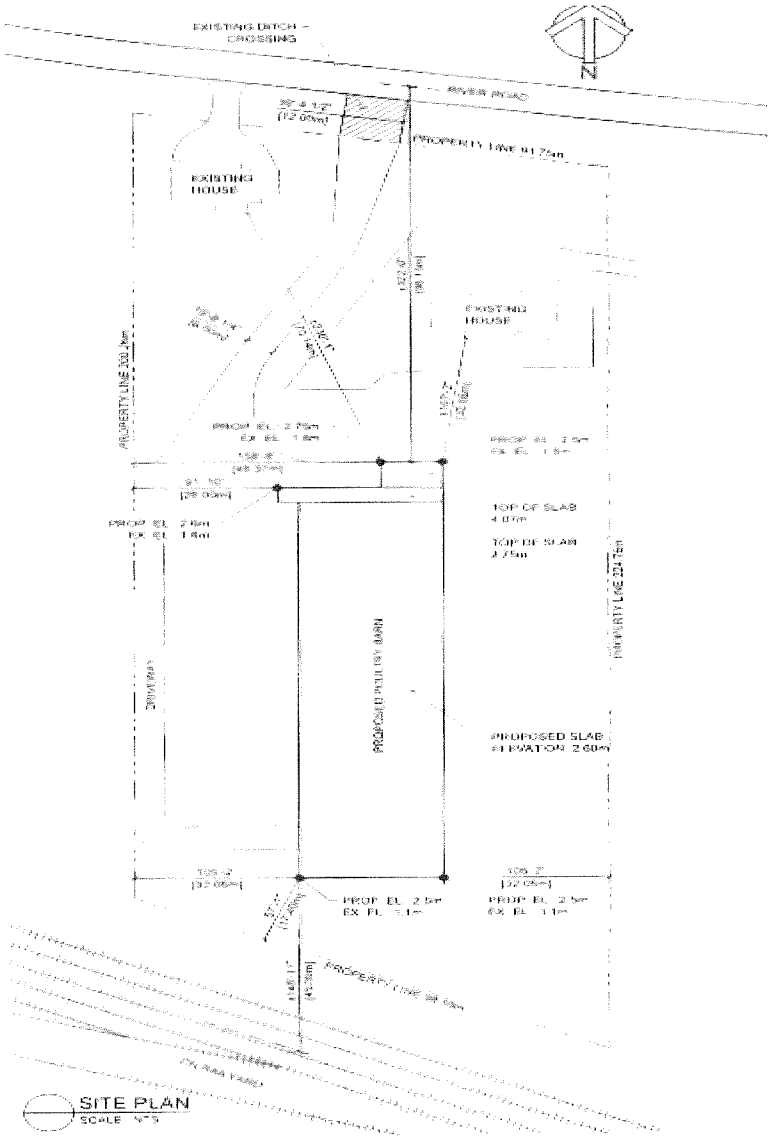
Construction of Organic Egg Layer Barn

Development Application Summary

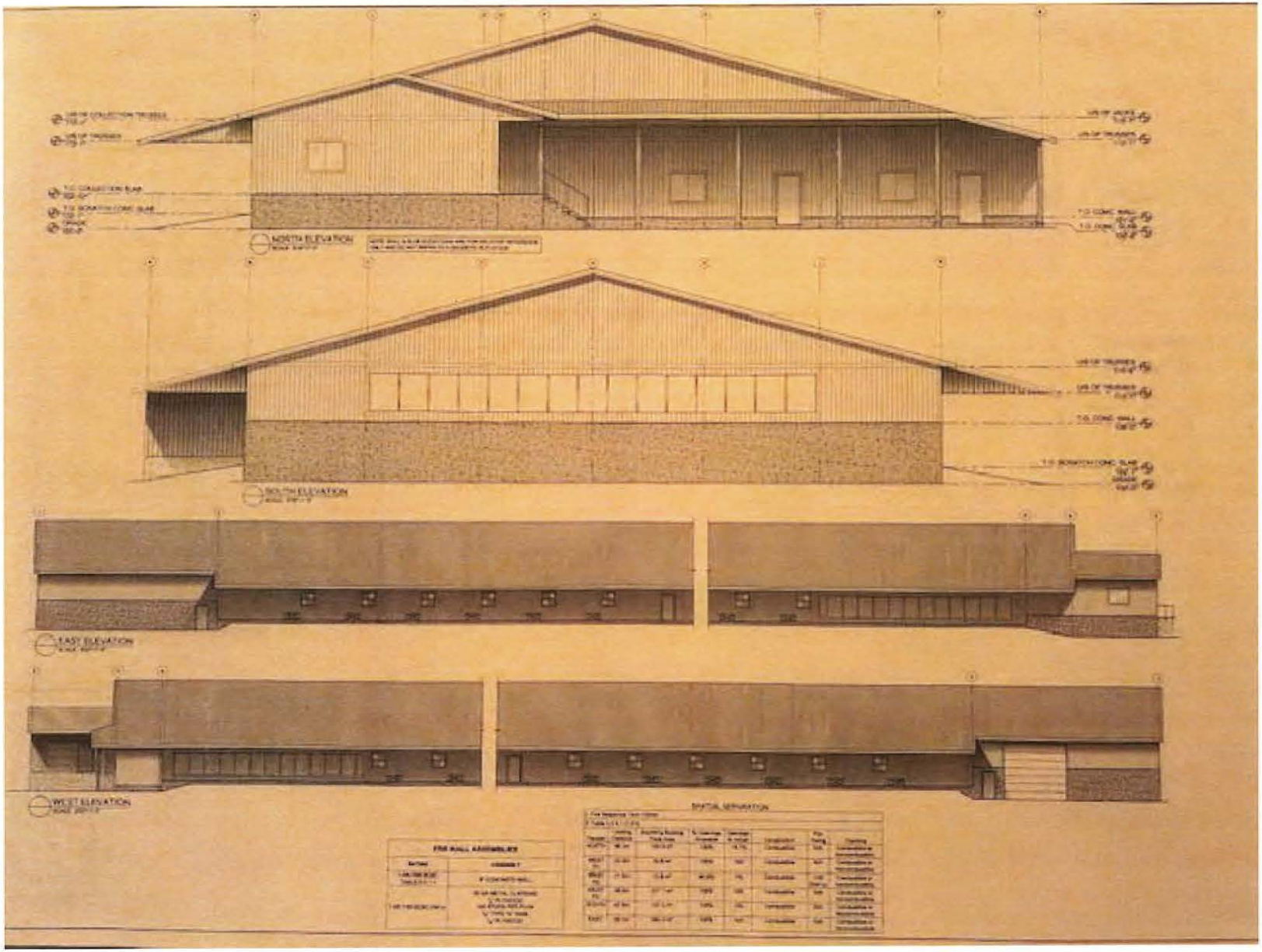
- Construction of New Organic Egg Layer Barn
  - 17720 River Road – 4.75 Acre Parcel
  - Near Corner River Road & No. 8 Road
  - Zoning AG1 classed ESA in ALR
  - 2,982 Sq Mtr Barn with 892 Sq Mtr Winter Garden *

- an enclosed outdoor space, often with a roof and netting, that allows chickens and other poultry to access fresh air and sunlight while being protected from the elements and predators.

Site Plan 17720 River Road



Barn View Profiles



Reason for Building New Barn

- As a Certified organic egg producer we are required to meet national standards for livestock stocking densities. We have reached our maximum stocking density (6 hens per sq mtr) in our existing barn.
- Supply vs Demand: we are currently not meeting market demand for the Rabbit River egg brand. Egg production in Canada is controlled under the Federal "Supply Mgmt System". As the population increases, egg producers receive authority to increase flock size. Our current allowance (quota) is for 10,000 hens. However due to stocking density standards our existing barn is maxed out at 8,200 hens.
- New barn will house up to 14,000 hens (room for growth)

CNCL – 380

Old Barn Maxed Out & Equipment Aging



Reasons Continued 1

- Much of our existing livestock housing and equipment is reaching end of useful life:
  - Manure removal belts
  - Egg belts
  - Feed distribution chain troughs
  - Water nipples
  - Air circulation fans
  - Infra-red gas heaters
  - Resulting in frequent repair & maintenance activity which puts our hens' welfare at risk

Reasons Continued 2

- Our existing Quonset barn is located on land leased from Port Metro Vancouver. Our lease ends in September 2027and we have no certainty of a lease extension. If we do receive a lease extension we would convert the quonset into a greenhouse for strawberry production * or use it to raise day old chicks for annual replacement * in the layer barn.

* We currently grow ever-bearing strawberries outdoors on benches during only spring/summer

* Replacement flock is grown from day old chicks beginning 5 months before transfer to lay barn. Currently grown in Chilliwack.

Reasons Continued 3

- Our Current quonset barn is like a riding arena.
- The environment is wonderful for the quality of life for our hens but it provides very little insulation value in winter.
- Therefore natural gas consumption for our heaters has been rising dramatically over the past few winters. This results in:
  - waste of energy,
  - increased cost of production
  - excess CO2 into the atmosphere.

Reasons Continued 4

- Due to global warming our barn temperature in summer heat waves is causing severe heat stress on our hens – despite misting systems installed.
- The New Barn will be wood frame with state of the art proven:
  - Energy efficient Heating & Cooling systems
  - Recycled warm (winter) and cool (summer) air
  - Excellent insulation reducing gas consumption
  - Significantly less CO2 emissions

Benefits to Richmond Community

- **Food Safety & Security**

  Because we are isolated in Richmond from the "Melting Pot" of Fraser Valley poultry farms we are less likely to contract Avian Influenza & therefore a more secure & safe food supply for BC and Richmond in particular.

- **Local Food Availability**

  Our year round roadside stand is well attended by Richmond residents:

  – fresh organic eggs
  – In-season organically grown vegetables
  – Ever-bearing strawberries (June – Oct)

Roadside Stand – 17740 River Road



Benefits to the Community 2

- **Organic Fertilizer**
  - Supplied to Richmond Market Gardeners & Dairy Farms
  - Reduces the use of chemical fertilizers in Richmond and results in a local sustainable agricultural cycle.
- **Public Tours**
  - Tours for the public as well as educational institutions such as Kwantlen College and UBC. (Animal Welfare and Sustainable Agriculture curriculums).
- **Education Support**
  - We have hosted many practicums for veterinarian students who wish to pursue a poultry specialty

Employment – our farm provides employment for 1 to 2+ employees. We seek to hire locally but in the absence of applicants we may use TFW's.

CNCL – 389

Conclusion

- We are pleased to embark on this new chapter in our farming history & contribution to the Richmond Community.
- The farm will be run by my daughter, Holly, and hopefully future generations to come.
- **Time is of the essence** due to lease uncertainty and winter weather–
- Thank you to **Richmond Staff** for support in fast-tracking our applications.

City of Richmond

Report to Council

To:	Richmond City Council	**Date:**	July 17, 2025
From:	Peter Russell Development Permit Panel	**File:**	DP 23-018670
Re:	**Development Permit Panel Meeting Held on September 27, 2023**		

Staff Recommendation

That the recommendation of the Panel to authorize the issuance of Development Permit (DP 23-018670) for the property located at 10408 Dennis Crescent, be endorsed and the Permit so issued.

Peter Russell
Development Permit Panel

Panel Report

The Development Permit Panel considered the following item at its meeting held on September 27, 2023.

DP 23-018670 – SANDEEP MANN – 10408 DENNIS CRESCENT
(September 27, 2023)

The Panel considered a Development Permit (DP) application to permit the construction of a coach house at 10408 Dennis Crescent on a site zoned "Single Detached with Granny Flat or Coach House – Edgemere (RE1)".

The applicant's architect, Navtej Dhot, of Astonish Design and Detailing Ltd., provided a brief visual presentation highlighting the following:

- The proposed coach house and two-car garage for the main house will be located on the east side of the property, adjacent to the existing rear lane.
- An unenclosed parking space is provided for the coach house.
- A shared garbage and recycling enclosure for the residents of the main house and coach house is proposed.
- Occupants of the coach house will have access to a private open space.
- Proposed pedestrian access to the coach house is from the rear lane and through the pedestrian walkway from Dennis Crescent along the north side of the subject property.
- Two deciduous trees are proposed to be planted on the property.
- The proposed exterior cladding materials and colours for the coach house are consistent with those of the main house.

Staff noted that (i) the proposed coach house has been designed to achieve BC Energy Step Code Level 3 with the provision of an air source heat pump for heating and cooling, (ii) the proposed heat pump will be designed to meet the City's Noise Bylaw, and (iii) the applicant has agreed to plant two new trees in the subject property as a condition of DP issuance.

Discussion ensued regarding the coach house wall facing the main house, and as a result of the discussion, the applicant was advised to work with staff to investigate opportunities to install a high window on the ground floor to allow more sunlight exposure to the living space of the coach house.

In response to direction from the Panel, the applicant has added a high window to the west elevation of the coach house to provide more opportunity for sunlight exposure in the main ground floor living space.

The panel recommends the permit be issued.

City of Richmond

Report to Council

To:	Richmond City Council	**Date:**	July 17, 2025
From:	John Irving Development Permit Panel	**File:**	DP 21-943418
Re:	**Development Permit Panel Meeting Held on January 17, 2024**		

Staff Recommendation

That the recommendation of the Panel to authorize the issuance of Development Permit (DP 21-943418) for the property at 13888 Wireless Way, be endorsed and the Permit so issued.

John Irving
Development Permit Panel

Panel Report

The Development Permit Panel considered the following item at its meeting held on January 17, 2024.

DP 21-943418 – KARLA CASTELLANOS ARCHITECT – 13888 WIRELESS WAY
(January 17, 2024)

The Panel considered a Development Permit (DP) application to permit the construction of a three-storey light industrial and ancillary office building on a new lot created through subdivision of the west portion (proposed Lot 1) of the subject site at 13888 Wireless Way, on a site zoned "Industrial Business Park (ZI3) – Crestwood Area (East Cambie)". The application includes three variances to reduce the required number of parking spaces from 2.8 spaces to 0.75 spaces for each 100 m^2 of gross leasable floor area of building on Lot 1, to reduce the minimum required number of large-sized on-site designated loading spaces on Lot 1 from 1 space to 0 spaces, and to reduce the minimum percentage of standard parking spaces on Lot 2 from 50 per cent to 30 per cent.

The applicant, Karla Castellanos, of KCC Architecture, and the applicant's landscape architect, Clark Kavolinas, of C. Kavolinas and Associates Inc., provided a brief visual presentation highlighting the following:

- The proposal is a redevelopment of an existing site through subdivision of the lot to create a new lot.
- Pedestrian access to the two buildings will be from the existing sidewalk along Wireless Way.
- A three-storey building for light industrial and ancillary office use is proposed on the new Lot 1, which has been designed to allow flexibility of use by future tenants.
- The proposed building mimics the form and character of the existing building and incorporates architectural treatments inclding different wall textures with interesting patterns and colours, to provide visual interest.
- Each unit will have a separate entry, as well as a common lobby and corridor to provide for access to the individual units.
- High-performance building materials are proposed to provide more efficient energy performance for the building.
- The Riparian Management Area (RMA) along the south edge of the site will be fully restored on new Lot 1 and partially restored on Lot 2 and includes the planting of native plant species.
- Parking for Lot 1 is provided in front of the units.
- Bicycle racks will be installed near the pedestrian access to the new building off Wireless Way.
- Screening will be provided for the proposed rooftop mechanical equipment.
- Landscaped and treed islands are proposed to break up the surface parking area in front of the proposed building on Lot 1.
- A row of trees will be planted along the east side of Lot 2 and three additional trees will be incorporated into the existing surface parking area on Lot 2.

Staff noted that (i) there is a Servicing Agreement associated with the project for frontage works, (ii) there will be invasive plant removal within the RMA along the southern edge of the site and a three-year monitoring period over the planting within the RMA, (iii) an Agricultural Land Reserve (ALR) buffer covenant will be registered as a condition of the subject application, and (iv) the provision of rooftop solar panels is included in the project for on-site electricity generation approximately 40 per cent of the roof area.

In reply to a query from the Panel, Mr. Craig noted that (i) the three proposed parking variances associated with the project were reviewed and accepted by the City's Transportation Department, (ii) the project's proposed Transportation Demand Management (TDM) package includes the provision of a three-year transit pass program for tenants or owners of the new building and a shuttle service to bring employees between the site and the Bridgeport Canada Line station, and (iii) the proposed TDM measures are secured by a legal agreement and will run for a minimum of three years.

In reply to a further query from the Panel, Mr. Craig noted that there will be improvements in the RMA along the southern edge of Lot 2, which include the removal of invasive species and additional planting within the planting area, which requires the removal of some parking stalls in Lot 2.

In reply to queries from the Panel, the applicant noted that (i) there will be 11 stratified units, (ii) each unit consists of three-storeys and would have its own rooftop solar panels, and (iii) one roughed-in Electric Vehicle (EV) charging infrastructure will be allocated for each unit to accommodate future installation of an EV charging station.

The Panel then advised that the applicant clarify during the Building Permit (BP) stage the location and percentage of parking stalls that will be provided with roughed-in EV charging infrastructure. The applicant has committed to provide this clarification at the BP stage.

The Panel recommends the Permit be issued.

City of Richmond

Report to Council

To:	Richmond City Council	**Date:**	July 22, 2025
From:	Wayne Craig Chair, Development Permit Panel	**File:**	DV-25-015419 DP-23-023854

Re: Development Permit Panel Meeting Held on July 16, 2025

Staff Recommendations

1. That the recommendation of the Panel to authorize the issuance of a Development Variance Permit (DV-25-015419) for the property located at 17720 River Road be endorsed and the Permit so issued.

2. That the recommendation of the Panel to authorize the cancellation of a Development Permit (DP 23-023854) for the property at 6071 Azure Road be endorsed and the Permit be released from title.

Wayne Craig
Chair, Development Permit Panel

Panel Report

The Development Permit Panel considered the following items at its meeting held on July 16, 2025.

DV 25-015419 – STEPHEN EASTERBROOK – 17720 RIVER ROAD
(July 16, 2025)

The Panel considered a Development Variance Permit (DV) application to vary the provisions of Richmond Zoning Bylaw 8500 to increase the maximum cumulative lot coverage for agricultural buildings with an impermeable surface floor sunk into, at or below the natural grade of the site from 750 m^2 to 3,875 m^2 to permit the construction of a poultry barn on a site zoned "Agriculture (AG1)".

The applicant, Stephen Easterbrook, of Easterbrook Farms Ltd., provided a brief visual presentation highlighting:

- The subject DV Permit application will allow a larger area of concrete construction for agricultural buildings on the subject property and permit the construction of a new organic egg layer barn that would accommodate more organic layer hens and meet current and future demand for the owner's organic egg brand.
- The owner's existing poultry barn is located on land leased from Port Metro Vancouver (on the adjacent property to the east of the subject site), with the lease expiring in September 2027, and no certainty of lease extension.
- The existing poultry barn is not able to accommodate the required number of layer hens to meet the owner's current quota for production of and market demand for organic eggs, has aging structure and equipment reaching end of useful life, is not energy efficient and environment friendly, and is not able to provide a conducive environment for the layer hens during summer and winter.
- The proposed new barn is energy efficient and environment-friendly, enhances food safety and security and local food availability in the community, provides a supply of organic fertilizer, supports student education and creates employment opportunities.

Staff noted that (i) the applicant has agreed to register a legal agreement on Title to prohibit the use of the building for medical or non-medical cannabis production, (ii) the application has been reviewed and was supported by the City's Food Security and Agricultural Advisory Committee (FSAAC), (iii) the proposed farm building does not interfere with or prohibit any of the commitments that have been made by the applicant in relation to other applications applicable to the subject property and (iv) the location of the on-site driveway providing access to the rear of the building is subject to a Notice of Intent with the Agricultural Land Commission (ALC) and subject to their approval and is outside of the scope of the proposed variance being requested.

In reply to queries from the Panel, the applicant noted that (i) the new ventilation system that will be installed for the proposed farm building will improve the building's air quality, (ii) a generator will be installed in the proposed farm building to provide an alternate power source in the event of BC Hydro power outages and (iii) they are committed to undertaking the Environmentally Sensitive Area (ESA) compensation planting associated with the applicant's prior application for the single-family building on the subject site.

The Panel expressed support for the application, noting the applicant's informative presentation and commitment to enriching agriculture in the City.

The Panel recommends the Permit be issued.

DP 23-023854 – HNPA ARCHITECTURE AND PLANNING INC. – 6071 AZURE ROAD
(July 16, 2025)

The Panel considered cancellation of a Development Permit (DP) application and release the notice of the DP 23-023854 from Title of the subject property. The DP was previously issued to permit construction of a low-rise to mid-rise residential development at 6071 Azure Road.

Jun Nan, HNPA Planning and Design Inc., provided background information on the applicant's request to cancel DP 23-023854 issued by Council, noting that (i) the owner no longer wishes to proceed with the approved development at this time due to concerns regarding the project's financing, phasing and potential revenues given the current economic and rental market conditions, (ii) the owner intends to proceed with the project and submit a new DP application this year and is currently making changes to the project design including revisions to the number of proposed rental units to increase revenues and splitting the project into two phases to meet project financing conditions, and (iii) the owner is also requesting that the landscape security currently being held by the city associated with the approved DP be released should the DP be cancelled in order to cover the cost of redesigning the project and maintain the needed cash flow.

Staff noted that (i) the cancellation of the approved DP would enable the applicant to make changes to the project design and permit the release of the landscape security being held by the City, (ii) the existing zoning of the subject site would not be impacted by the proposed cancellation of the approved DP, and (iii) all legal agreements secured through the rezoning would remain in effect and would not be affected should the approved DP be cancelled.

The Panel expressed support for the applicant's request to cancel the approved DP, noting the applicant's commitment to pursue the project pending the ongoing redesign of the original project. In addition, the Panel encouraged the applicant to submit their new DP application as soon as possible.

The Panel recommends the Permit be cancelled.

Steveston Harbour Authority
Update to Richmond City Council
July 28, 2025

Crab Processing Facility
North Seafoods

- 60,000lb live crab capacity, expanding into prawns
- Domestic and international buyers
- An $800,000 investment, fully self-funded
- 2 state of the art crab cookers

  (to value add to their product)
- Blast freezer, processing area, more office space







CNCL – 400

Plans for Paramount Building

- ***Expansion of Seafood Operations-*** North Seafoods plans to expand into high-value species including salmon, tuna, black cod, shellfish, sea urchin, sea cucumber, geoduck, halibut and lobster
- ***Enhanced Infrastructure-*** The self-funded $1.4 million investment will feature live tanks, enhanced unloading facilities, and on-site styrofoam production to support efficient seafood shipping
- **Year-Round Activity-** The facility will operate year-round, creating 60 local jobs.







7th Avenue

- Unloading seafood at 7th Avenue for over 30 years
- Upgrading existing infrastructure
- 9,000 square foot facility
- Steveston Seafood Auction and Canadian Fishing Company, a joint venture
- Better access for larger vessels
- Exploring partnership with Musqueam Indian Band



Chatham Street Parking Lot: A step forward in property cleanup and public engagement

- **Strategic Objective-** SHA prioritized property cleanup and public engagement as a key board directive
- **Parking Lot Improvements-** The Chatham Street gravel lot was paved and upgraded with lighting, EV chargers, and a clean power supply for a film production companies
- **Comprehensive Painting Program** Over the past 7 years, SHA successfully painted all 45 buildings through a dedicated painting initiative
- **Public Art Program-** A public art program was launched, resulting in the commissioning of 7 murals in Steveston. Two of these murals received funding through the City's mural program





Fisher's Walk

- Partnered with Tourism Richmond to educate the public about today's fishery
- 10-stop interpretive walk featuring informative panels
- Showcases how seafood is caught, the gear, vessels, species, and the lives of fishers
- Celebrates and shares the story of Steveston's working waterfront







Dredging

- A total of $8.5 million was secured through a four-way partnership to support the dredging of Cannery Channel
- An initial 11,000m³ of material was removed in February 2025. Dredging resumed on July 21, 2025 following the seasonal closure
- SHA thanks the City of Richmond for supporting harbour operations by providing funding for dredging



Thank you



CNCL – 406

BATTERED WOMEN'S SUPPORT SERVICES

Safety Changes Everything

June 20, 2025

Dear Mayor and Council Members,

Across British Columbia, residents are asking urgent questions about safety—on our streets, in our neighbourhoods, and in our homes. For women, girls, and gender-diverse people, the answer is often clear: **they do not feel safe**.

At Battered Women's Support Services (BWSS), we've launched **#DesignedWithSurvivors**, a province-wide initiative that reframes **gender-based violence (GBV) as a public safety crisis.** This campaign is rooted in one essential question:

What would public safety look like if it were designed with survivors in mind?

As municipal leaders, you shape the environment where safety is experienced—or where it fails. You oversee transit systems, public spaces, housing, policing budgets, and community programs. The decisions you make ripple through every part of daily life, especially for those most at risk.

Too often, GBV is treated as a private issue, disconnected from the public realm. But women and girls are harmed on buses, in parks, at workplaces, and in their homes—homes often located in your jurisdictions, with limited access to shelter, legal protection, or trauma-informed support.

Public safety is local. And local leadership matters.

We are inviting you to:

- Acknowledge gender-based violence as a public safety emergency in your municipality
- Commit to survivor-informed urban planning, policing oversight, and community investment
- Share the #DesignedWithSurvivors message to signal that your city, town, or village is part of the solution

This is not about blame—it is about vision. We believe municipalities can lead the way in building safer, more equitable communities by listening to survivors, investing in prevention, and aligning public safety with care, not control.

We would welcome the opportunity to speak with you about how this work could support your public safety, housing, and equity goals. Please reach out if you're open to a conversation.

Safety starts here—and it starts with you.

Warm regards,
Angela Marie MacDougall

Executive Director
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